

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

**AGENDA TITLE:** Approval of North City Neighborhood Association Mini-Grant of \$5,000  
**DEPARTMENT:** Communications & Intergovernmental Relations  
**PRESENTED BY:** Joyce Nichols, C/IR Director

**PROBLEM / ISSUE STATEMENT:**

The North City Neighborhood Association has applied for a \$5,000 Mini-Grant to purchase materials for holiday decorations and the holiday tree that will be placed on the Water District Water Tower. The decorations and banners will be hung on existing poles along 15<sup>th</sup> Avenue NE from 172<sup>nd</sup> to 180<sup>th</sup> in the North City Business District during the holiday season. The group also plans to work together with Shoreline Rotary in creating a North City neighborhood pocket park project that will be maintained by volunteers.

**FINANCIAL IMPACT:**

- The total project cost is \$5,000 and will be funded from the City's Mini-Grant program. Council authorized \$30,000 in the 2003 budget to fund Neighborhood Mini-Grants. This will be the second Mini-Grant approved so far. There are two more projects in the planning stage. The project budget is included in Attachment A.

**RECOMMENDATION**

Staff recommends that Council approve \$5,000 in Mini-Grant funds for the North City Neighborhood Association to purchase materials for the holiday tree, hang decorations and banners during the holiday season in the North City Business District and work with Shoreline Rotary to create a North City neighborhood pocket park project.

Approved By: City Manager  City Attorney 

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## **INTRODUCTION**

The North City Neighborhood Association is seeking approval for a \$5,000 Mini-Grant to purchase materials for a holiday tree that will be placed on the Water District water tower, hang decorations and holiday banners on existing poles in the North City Business District, and establish a neighborhood pocket park with the Shoreline Rotary club. The decorations, banners and the tree will be installed in November and removed in January.

The group proposes to provide volunteer match for the grant in the form of "sweat equity" to order the materials, install the tree with decorations, and work with the Shoreline Rotarians on the pocket park project. The project will require the neighborhood to obtain a city right-of-way permit. The tree will be placed on the water tower and the banners hung on the poles by volunteers from the Shoreline Water District.

North City has completed several other successful Mini-Grant projects to beautify their neighborhood business area. The project enhances neighborhood pride and community spirit.

## **BACKGROUND**

Resolution No. 54 established the Neighborhood Mini-Grant program, with the process and administration of the funds to be handled by Neighborhoods staff. The allocation of the total funds available is determined from year to year by appropriation of the City Council. All such grants to individual neighborhood associations are governed by rules approved by the City Council on October 7, 1996 and amended on November 23, 1998. Grants must be approved by City Council prior to their implementation.

The Mini-Grant program provides equal grants of up to \$5,000 to each of the active organized, qualifying neighborhood associations in the City of Shoreline. Neighborhood associations are required to match Mini-Grant funds. A match may be generated from co-sponsoring groups, businesses, organizations, schools, media, in-kind donations and/or "sweat equity".

Mini-Grant project categories include the following:

- Projects that create or enhance a tangible improvement in the neighborhood;
- Projects that disseminate information and increase awareness of the goals and mission of the neighborhood association to the neighborhood community;
- Projects that directly benefit a public agency or organization and its immediate neighborhood, and that require the active involvement of both the public agency and members of the neighborhood in planning and carrying out the program.

## **ALTERNATIVES ANALYSIS**

The North City Neighborhood is requesting approval for a \$5,000 Mini-Grant to purchase materials and decorations for a holiday tree that will be installed on the water tower, hang holiday banners on designated poles along 15<sup>th</sup> Avenue NE from 172<sup>nd</sup> to

180<sup>th</sup>, and combine efforts with Shoreline Rotarians to designate and maintain a neighborhood pocket park.

The project complies with the neighborhood enhancement goal of the Mini-Grant program by creating a tangible improvement in the neighborhood as well as enhancing community and neighborhood pride. Banners will be hung on existing poles along the streets. The decorations will be installed in November and taken down in January.

The group proposes to provide volunteer match for the grant in the form of "sweat equity" through ordering of supplies and coordinating the installation of the tree and banners. The project will require the association to obtain a City right-of-way permit. Volunteers from the Shoreline Water District will place the tree on the water tower and hang the banners.

North City Neighborhood Association has completed several other successful Mini-Grant projects to beautify their neighborhood business area, including the hanging of seasonal flower baskets and placement of street planters.

### **RECOMMENDATION**

Staff recommends that Council approve \$5,000 in Mini-Grant funds for the North City Neighborhood Association to purchase materials for the holiday tree, hang decorations and banners during the holiday season in the North City Business District and work with Shoreline Rotary to create a North City neighborhood pocket park project.

### **ATTACHMENT A**

North City Neighborhood Association Project Budget

**Attachment A**

**North City Neighborhood Association  
Mini-Grant Project Budget  
Holiday Tree Decorations/Pocket Park Project**

<b>Item</b>	<b>Cost</b>
Holiday Tree with lights	\$1200
Rental equipment to install banners and tree	800
Miscellaneous charges for shipping, replacement wire, bulbs	700
Rotary Pocket Park project to include landscape materials, equipment rental and plantings and signage. The site to be determined.	<u>2300</u>
<b>Total project cost</b>	<b>\$5000</b>

**Project Match**

The North City Neighborhood Association proposes to provide project match for its Mini-Grant through "sweat equity". The group will order the materials and decorations. Volunteers will hang the decorative banners and place the tree on the water tower replacing lights when necessary. The group will work cooperatively with the Rotarians to design, clean, and provide maintenance of the neighborhood pocket park. The group will obtain the needed city right-of-way permit and will coordinate the installation of the banners and holiday tree.

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