

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

<b>AGENDA TITLE:</b>	Approval of Richmond Highlands Neighborhood Association Neighborhood Mini-Grant
<b>DEPARTMENT:</b>	Community Services Division, City Manager's Office
<b>PRESENTED BY:</b>	Rob Beem, Community Services Division Manager Nora Smith, Neighborhood Coordinator

**PROBLEM / ISSUE STATEMENT:**

The Richmond Highlands Neighborhood Association is requesting \$5,000 in 2008 Neighborhood Mini-Grant funds. This project will to develop a long term plan for a public park at the now closed Sunset School. The project is entitled: Sunset Park: Securing a Community Vision for the Future

**FINANCIAL IMPACT:**

Sufficient funds are authorized in the 2008 budget to fund this proposal. This is the fourth 2008 Neighborhood Mini-Grant submitted for approval. The project budget is included in Attachment A.

**RECOMMENDATION**

Staff recommends Council approve \$5,000 in Neighborhood Mini-Grant funds for the Richmond Highlands Neighborhood Association implement the Sunset Park visioning process.

Approved By: City Manager  City Attorney \_\_\_\_\_

## **INTRODUCTION**

The Richmond Highlands Neighborhood Association is requesting \$5,000 of a total \$30,000 budget to engage the community in a process that will develop a long term plan for the use of the Sunset School site as a public park.

## **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 Neighborhood Mini-Grant program provides 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 Neighborhood Mini-Grant funds. A match may be generated from co-sponsoring groups, businesses, organizations, schools, media, in-kind donations and/or "sweat equity".

Neighborhood 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.

## **Proposal**

Though now closed, the grounds of Sunset School continue to be used as a community gathering place. The playfields host youth sports. The recently improved play equipment, funded by King County, is in active use. Neighbors enjoy the Puget Sound views from the site. The Richmond Highlands Neighborhood Association and community are interested in seeing that this site remains an asset to the community and not become an attractive nuisance. This proposal has met with acceptance in discussions with staff from the Shoreline Public Schools and the City of Shoreline.

Richmond Highlands Neighborhood Association has worked the Pomegranate Center and Jones-Stokes to develop the visioning process, preliminary design and budget. The process will begin shortly after the first of the year and be complete in the third quarter of 2009. They are requesting that the City support their efforts to convene a visioning process to develop a long term plan for the public park use of the now closed Sunset School. The requested \$5,000 in City funds will be matched by \$25,000 raised by the neighborhood association.

## **RECOMMENDATION**

Staff recommends Council approve \$5,000 in Neighborhood Mini-Grant funds for the Richmond Highlands Neighborhood Association implement the Sunset Park visioning process.

## **ATTACHMENTS**

A – Richmond Highlands Neighborhood Association 2008 Neighborhood Mini-Grant Budget

**Attachment A**

**Richmond Highlands Neighborhood Association  
2008 Mini-Grant Project Budget**

Project Costs

<u>Item</u>	<u>Source</u>	<u>Estimated Cost</u>
Professional Services	Pomegranate Center	\$ 28,900.00
Mailings	US Postal Service	\$ 600.00
Copies	Kinkos	\$ 300.00
Printing copies of final report	Kinkos	\$ 200.00
ESTIMATED TOTAL COST:		\$ 30,000.00

Funding Sources

Community Donations	
Secured	\$ 10,000
Pending	\$ 15,000
Mini Grant	\$ 5,000
Fundraising Total	\$ 30,000

Additional Community Match

<u>Item</u>	<u>Estimated Value</u>
Donated copying and printing of materials	\$ 500
Citizen participation on Sunset Park steering group (5 people/15 hrs. ea.)	\$ 1,125.
Citizen participation in visioning meetings (30 people/6 hrs. ea.)	\$ 2,700
Total Community Match	\$ 4,325