

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

**AGENDA TITLE:** Approval of Neighborhood Mini-Grant Funding for Ridgecrest Neighborhood Association  
**DEPARTMENT:** City Manager's Office/Community Services Division  
**PRESENTED BY:** Rob Beem, Community Services Division Manager  
Nora Smith, Neighborhood Coordinator  
**ACTION:** ☐ Ordinance ☐ Resolution ☒ Motion ☐ Discussion

**PROBLEM/ISSUE STATEMENT:**

As established in Resolution 54, the annual City budget includes funding for neighborhood mini-grants and City Council approval is required.

One neighborhood mini-grant is currently proposed for City Council approval. The Ridgecrest Neighborhood Association is requesting \$1,030 to purchase an information bulletin board for installation at Paramount Park.

The Ridgecrest Neighborhood Association intends to make a tangible improvement to a neighborhood park, encourage community interest in the park and the neighborhood association, and create another avenue for communication with residents in the neighborhood.

Representatives of Ridgecrest Neighborhood Association have coordinated with the City's park maintenance staff who will install the bulletin board on the east side of the restroom, near the children's play equipment in the shade, where parents gather to watch their children. At the same time City staff is planning to move an existing bench and install a second bench to provide more seating near this well-used play area; the bench was planned in the City's budget. The Parks Board reviewed and approved this project.

**RESOURCE/FINANCIAL IMPACT:**

City Council authorized \$20,000 in the 2011 budget to fund neighborhood mini-grants. This is the sixth 2011 neighborhood mini-grant submitted for approval. The remaining balance in the mini-grant budget is \$3,794. The requested funding is \$1,030 for the bulletin board. The project budget is included in Attachment A.

**RECOMMENDATION**

Staff recommends that Council approve \$1,030 in neighborhood mini-grant funds to Ridgecrest Neighborhood Association for a bulletin board to be installed at Paramount Park.

Approved By: City Manager  City Attorney 

### **INTRODUCTION**

Ridgecrest Neighborhood Association (RNA) is requesting a neighborhood mini-grant to purchase an information bulletin board for installation at Paramount Park. The bulletin board will serve as another mechanism for RNA to communicate with residents, and a place where the City, other community groups, sports teams and residents can post information about community events and opportunities.

### **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 actively organized, qualifying neighborhood associations in the City of Shoreline on a first come, first serve basis. Neighborhood associations are required to provide a dollar for dollar match to 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.

This project meets the goals of the Neighborhood Mini-Grant program by making a tangible improvement to a local park, involving neighborhood volunteers in a park cleanup for the match to the grant, and raising awareness of the Ridgecrest Neighborhood Association and its activities.

### **STAKEHOLDER OUTREACH**

The RNA will use the bulletin board as another communication vehicle with neighborhood residents.

### **COUNCIL GOAL(S) ADDRESSED**

Addition communication with residents about neighborhood and community events meets the goal of public engagement identified in Council Goal 5 "Expand opportunities for effective citizen communication and community engagement."

### **RESOURCE/FINANCIAL IMPACT**

The City Council authorized \$20,000 in the 2011 budget to fund neighborhood mini-grants. This is the sixth 2011 neighborhood mini-grants submitted for approval. The remaining balance in the neighborhood mini-grant budget is \$3,794. The requested funding to purchase the bulletin board is \$1,030. The project budget is included in Attachment A.

### **RECOMMENDATION**

Staff recommends that Council approve \$1,030 in neighborhood mini-grant funds to Ridgecrest Neighborhood Association for a bulletin board to be installed at Paramount Park.

### **ATTACHMENTS**

- A – Bulletin Board Budget
- B – Bulletin Board Proposed Location

**Ridgecrest Neighborhood Association  
2011 Mini-Grant Project Budget  
Bulletin Board at Paramount Park**

<u>Item</u>	<u>Cost*</u>
Kikbybuilt 3 Panel Bulletin Board	\$ 820
Shipping and handling	\$ 120
Sales tax	<u>\$ 90</u>

**Total Mini-Grant Request** **\$1,030**

\* Estimated costs include tax and may be adjusted based on final pricing.

**Neighborhood Match**

<u>Match Item</u>	<u>Estimated Value</u>
<b>Materials and Equipment</b>	
Donated equipment for Park work party (shovels, rakes, pitchforks, etc)	\$ 142
<b>Volunteer Time</b>	
Work party at the park, weeding and mulching beds 20 volunteers x 3 hr x \$15/hr	\$ 900
Graphic Artist to design poster for work party	\$ 25
Project research, planning, grant preparation 17 hr x \$15/hr	<u>\$ 255</u>
<b>ESTIMATED TOTAL VALUE OF MATCH:</b>	<b>\$1,322</b>

Ridgecrest Neighborhood Association will work with Parks Maintenance to schedule a work party in early Spring 2012 to weed and mulch the existing planted beds at Paramount Park. In addition, the Neighborhood Association has identified four residents who live adjacent to the Park and are frequent Park users to do regular monitoring of the bulletin board and report any vandalism or problems.

**Attachment B: Proposed Bulletin Board on Restroom  
at Paramount Park in Ridgecrest Neighborhood**



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