

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

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

**PROBLEM / ISSUE STATEMENT:**

The Parkwood Neighborhood Association has applied for a \$5,000 Mini-Grant for two neighborhood projects. One part of the Mini-Grant would be done in collaboration with the Parkwood Elementary School PTA. The funds will be used to purchase and install a 4 x 8-foot reader board sign on the north side of the school building to announce community events (shown in Attachment B).

The second part of the Mini-Grant will be used to purchase plantings for Twin Ponds Park (see Attachment C). These will include native trees, shrubs, ferns, wildflowers and bulbs to enhance aesthetic appeal of the park. The proposed projects have been reviewed by the Parks Recreation and Cultural Services department and meet the standard requirements set forth for use of the designated funds.

**FINANCIAL IMPACT:**

The two-part project cost is \$5,000 and will be funded from the City's Mini-Grant program. City Council authorized \$30,000 in the 2005 budget to fund Neighborhood Mini-Grants. This is the first 2005 Mini-Grant submitted for approval. The project budget is included in Attachment A.

**RECOMMENDATION**

Staff recommends that Council approve \$5,000 in Mini-Grant funds for the Parkwood Neighborhood Association projects for the reader board at Parkwood Elementary School and the plantings in Twins Ponds Park.

Approved By:

City Manager 

City Attorney 

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## **INTRODUCTION**

The Parkwood Neighborhood Association is seeking approval for a \$5,000 Mini-Grant for two projects in its neighborhood: to purchase and install a reader board on the north side of the Parkwood Elementary School building to inform the community about city and neighborhood events. The second part of the Mini-Grant will be used to purchase native plants for Twin Ponds Park.

Both projects will provide volunteer match for the grant in the form of "sweat equity". The reader board project volunteers will select vendor, order the materials, and work jointly with the Parkwood Neighborhood Association, Parkwood Elementary PTA and students on the project.

Volunteers for the Twin Ponds Park plantings will provide their match with "sweat equity" by preparing the ground, planting the selected items, and weekly work parties for weeding and watering as necessary.

## **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 Parkwood Neighborhood Association is requesting approval for a \$5,000 Mini-Grant for a two-part project. The first project would purchase and install a reader board for the north end of the Parkwood Elementary School to announce neighborhood, city, community, and school events.

The second project is to purchase vegetation and plantings for Twin Ponds Park. The planting list has been approved by the Parks Recreation and Cultural Services Department. The projects meet the goals of the Mini-Grant program by providing benefits to the neighborhood through active volunteer involvement of the Parkwood Neighborhood Association, Parkwood Elementary School volunteers, family and community residents.

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.

The group proposes to provide volunteer match for the grant in the form of "sweat equity" by maintaining the sign, changing the messages on the board, and replacing letters when necessary. The sign will be installed by the selected vendor Shoreline Sign and Awning.

Matching funds for the planting project will be provided through "sweat equity" involving weekly work parties to prepare the ground, plant and water throughout the different seasons.

Parkwood Neighborhood Association has completed other successful Mini-Grant projects including neighborhood signage, improvements to Twin Ponds Park, and providing ADA-approved picnic table and benches on the neighborhood elementary school playground.

## **RECOMMENDATION**

Staff recommends that Council approve \$5,000 in Mini-Grant funds for the Parkwood Neighborhood Association projects for the reader board at Parkwood Elementary School and the plantings in Twins Ponds Park.

## **ATTACHMENTS**

- A – Parkwood Neighborhood Association Project Budget
- B – Reader board Sample
- C - List of plants to be purchased as approved by the Parks Department
- D – List of volunteers for the projects

## Attachment A

**Parkwood Neighborhood Association  
2005 Mini-Grant Project Budget  
Reader Board for Parkwood Elementary School Building**

<b><u>Project / Item</u></b>	<b><u>Cost</u></b>
Reader board Sign 4' x 8'	
Design, fabrication, letters and installation	\$3,630
City Sign Permit Fees	250
Total cost for reader board	<u>\$3,880</u>
 Plantings for Twin Ponds Park	 <u>\$1,120</u>
 <b>Total Project Cost</b>	 <b>\$5,000</b>

### **Project Match**

The Parkwood Neighborhood Association, Parkwood PTA and students propose to provide project match for its Mini-Grant through "sweat equity". Materials for the reader board will be designed, fabricated, and installed through the selected vendor. Volunteers will provide necessary maintenance and change the messages on the reader board.

The Twin Ponds Park plantings will be purchased, planted, and maintained by volunteers through weekly and quarterly work parties of neighborhood volunteers.

# Parkwood Elementary

**PANTHER  
LOGO?**

## SITE COUNCIL MEETING

### TUESDAY 3:30

### WALK-A-THON JAN 8

**SINGLE-FACE NON-ILLUMINATED SIGN**

**SPECIFICATIONS**

**SIZE:** 4'-0"H x 8'-0"W x 2"D

**CABINET:** Aluminum extrusion, black acrylic enamel finish.

**FACE:** .177" white acrylic

**READERBOARD TRACK:** For 6" Wagner Zip-Change letters

**GRAPHICS:**

**ILLUMINATION:** None

**1'-0"**  
**CHECK**  
**1"**

copy the drawing  
from original size.  
without correcting size.

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800-606-8737  
425-415-NEON

FAX: 206-542-3577

www.shorelinesign.com

Customer Name: Parkwood Elementary	
Project Address: N. 155th Shoreline, WA 981	
Date: 1/20/04	Scale: as noted
Design #: Renee	
Approved by:	Dai
Approved by:	Dai

## Attachment C

### Neighborhood Grant for Twin Ponds Park

PLANT	QUANTITY	PRICE	TOTAL
Western Red Cedar	10	12.00	\$ 120.00
Western Hemlock	5	15.00	75.00
Pacific Dogwood	3	15.00	75.00
Sitka Spruce	1	14.00	14.00
Vine Maple	6	15.00	90.00
Indian Plum	6	7.00	42.00
Red-Twig Dogwood	10	6.00	60.00
Mock Orange	2	12.00	24.00
Red-Flowering Currant	3	3.25	9.75
Thimbleberry	10	3.00	30.00
Snowberry	6	3.00	18.00
Oceanspray	3	11.00	33.00
Evergreen Huckleberry	2	12.50	25.00
Tall Oregon Grape	3	7.00	21.00
Low Oregon Grape	10	3.50	35.00
Sweet Gale	2	7.00	14.00
Bald-Hip Rose	10	3.00	30.00
Sword Fern	10	6.50	65.00
Columbia Lily	50	1.40	70.00
White Fawn Lily	10	4.50	45.00
Western Columbine	18	1.25	22.50
Bleeding Heart	10	3.25	32.50
Western Trillium	3	4.75	14.25
Dewey's Sedge	50	.50	25.00
Merten's Sedge	50	.50	25.00
Pacific Garden Mix	2 yards	18.81	37.62
			<u>\$ 1,022.62</u>
		Tax	<u>89.99</u>

**Total cost for plantings**

**\$ 1,112.61**

# Parkwood Volunteers

## Attachment D

Mark Stoermer	206-361-8174	6 hours	\$60
Margaret Stoermer	206-361-8174	6 hours	\$60
Nick Stoermer	206-361-8174	6 hours	\$60
Marina Stoermer	206-361-8174	6 hours	\$60
Ellie Stoermer	206-361-8174	6 hours	\$60
Susan Sterne	206-546-1291	6 hours	\$60
Raulin Sterne	206-546-1291	6 hours	\$60
Cameron Sterne	206-546-1291	6 hours	\$60
Rachel McPherson	206-546-2360	6 hours	\$60
Heather McPherson	206-533-2360	6 hours	\$60
Gordon McPherson	206-533-2360	6 hours	\$60
Alina Hensel	206-367-9777	6 hours	\$60
Mike Hensel	206-367-9777	6 hours	\$60
Hannah Hensel	206-367-9777	6 hours	\$60
Rebecca Hensel	206-367-9777	6 hours	\$60
Bob Hollenbeck	206-363-2403	6 hours	\$60
Sue Hollenbeck	206-363-2403	6 hours	\$60
Madison Hollrbeck	206-363-2403	6 hours	\$60
Jill Perry	206-306-9777	6 hours	\$60
Matt Perry	206-306-9777	6 hours	\$60
Jennifer Dodd	206-365-7799	6 hours	\$60
Robert Dodd	206-365-7799	6 hours	\$60
Emily Dodd	206-365-7799	6 hours	\$60
Tristan Dodd	206-365-7799	6 hours	\$60
Chloe Dodd	206-365-7799	6 hours	\$60
Nelleen Hendricks	206-683-8886	6 hours	\$60
Robert Dauerhauser	206-683-8886	6 hours	\$60
Julian Hendricks	206-683-8886	6 hours	\$60
Jan Pembroke	206-368-4150	6 hours	\$60
Mark Pembroke	206-368-4150	6 hours	\$60
Kelli Swenson	206-367-1396	6 hours	\$60
Scott Swenson	206-367-1396	6 hours	\$60
Sabrina Swenson	206-367-1396	6 hours	\$60
Kristi Drake	206-440-1718	6 hours	\$60
Kenny Drake	206-440-1718	6 hours	\$60
Beth Etscheid	206-364-6389	6 hours	\$60
Brian Etscheid	206-364-6389	6 hours	\$60
Nick Etscheid	206-364-6389	6 hours	\$60
Claire Etscheid	206-364-6389	6 hours	\$60
Paul Moody	206-368-4150	6 hours	\$60
Kurt Anderson	206-440-3160	6 hours	\$60
Lisa Anderson	206-440-3160	6 hours	\$60
Emma Anderson	206-440-3160	6 hours	\$60
Erin Anderson	206-440-3160	6 hours	\$60
Cecelia Sivankeo	206-367-3543	6 hours	\$60



Sheet1

Riche	206-367-3543	6 hours	\$60
Pam Stever	206-365-0572	6 hours	\$60
Mark Stever	206-365-0572	6 hours	\$60
Corey Stever	206-365-0572	6 hours	\$60
Kelsey Stever	206-365-0572	6 hours	\$60
Kelly Alford	206-362-6972	6 hours	\$60
Kim Alford	206-362-6972	6 hours	\$60
Grant Alford	206-362-6972	6 hours	\$60
Arlene Dwiggin	206-440-8433	6 hours	\$60
Bill Dwiggin	206-440-8433	6 hours	\$60
Marty Dwiggin	206-440-8433	6 hours	\$60
Jon Desrosier	206-361-3749	6 hours	\$60
Nich Desrosier	206-361-3749	6 hours	\$60
Joan Desrosier	206-361-3749	6 hours	\$60
Rachel Desrosier	206-361-3749	6 hours	\$60
Melissa Melborne	425-775-3831	6 hours	\$60
Mike Melborne	425-775-3831	6 hours	\$60
Ashley Swan	425-775-3831	6 hours	\$60
Corbin Swan	425-775-3831	6 hours	\$60
Kathleen Wong	206-367-4818	6 hours	\$60
Steve Wong	206-367-4818	6 hours	\$60
Lisa Olsen	206-362-3726	6 hours	\$60
Randy Olson	206-362-3726	6 hours	\$60
Alaina Olsen	206-362-3726	6 hours	\$60
Kirstin Olsen	206-362-3726	6 hours	\$60
Naomi Oderberg	206-542-8610	6 hours	\$60
Miriam Oderberg-Moss	206-542-8610	6 hours	\$60
James Moss	206-542-8610	6 hours	\$60
Betty Vandenberg	206-368-4150	6 hours	\$60
Karen Marshall	206-365-4178	6 hours	\$60
Lauren Marshall	206-365-4178	6 hours	\$60
Kevin Marshall	206-365-4178	6 hours	\$60
Rocio Woods	206-364-3953	6 hours	\$60
John Woods	206-364-3953	6 hours	\$60
Victoria Woods	206-364-3953	6 hours	\$60
Billie Huffman	206-364-4757	6 hours	\$60
Jerry Huffman	206-364-4757	6 hours	\$60
Jessie Huffman	206-364-4757	6 hours	\$60
		498 hours	\$4,980.00

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