



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL
FROM: Council Member Alan Cohen
MEETING DATE: September 17, 2008
SUBJECT: **CONSIDER PROVIDING DIRECTION TO STAFF TO
SUBMIT A GRANT APPLICATION TO THE MONTEREY
REGIONAL PARK DISTRICT TO CREATE AN ADA
COMPLIANT PUBLIC RESTROOM IN JEWEL PARK**

RECOMMENDATION:

Direct staff to submit a grant application.

DISCUSSION:

The Monterey Regional Parks District has a grant available for projects that enhance accessibility in compliance with the Americans with Disability Act (ADA) requirements. Jewell Park is a good candidate for this grant for the following reasons:

- This project will satisfy the City's obligation to spend \$25,000 a year on ADA accessibility.
- Will free the City from future liability from asbestos and lead paint in the structure.
- The City's insurance liability will be met as the Chamber of Commerce and the Rotary Club will provide coverage.
- Will open this building up for meetings and events in the park and enhance the City's assets.
- Most of all, it provides much needed ADA accessible public restrooms, since the Library and Museum are closed two days a week.

FISCAL IMPACT:

The City would not have any fiscal responsibility since the matching fund will come from the Chamber of Commerce and the Rotary Club.

ATTACHMENTS:

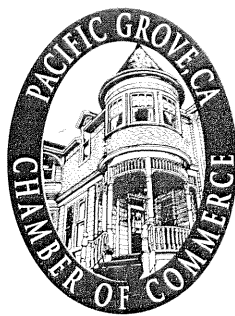
- Draft Project Cost Estimate
- Letter from Chamber of Commerce
- Grant Application

RESPECTFULLY SUBMITTED:

Alan Cohen
Council Member

DRAFT PROJECT COST ESTIMATE

House at Jewel Park Remodel Estimate		
SUBCONTRACTORS		
Electrical	\$	3,500.00
Plumbing	\$	4,500.00
Drywall	\$	1,700.00
Roofing	\$	2,500.00
Vinyl Flooring	\$	2,000.00
Concrete	\$	800.00
Concrete Pumping	\$	220.00
Countertops	\$	2,800.00
Gas Fireplace Insert	\$	5,000.00
FRP Installaction	\$	700.00
Cabinets	\$	2,000.00
Debris Removal	\$	350.00
Exterior Stucco	\$	3,500.00
MATERIAL		
Lumber for framing, interior and exterior trim	\$	7,500.00
Electrical fixtures	\$	400.00
Plumbing fixtures	\$	1,800.00
Appliances	\$	3,500.00
Paint	\$	300.00
Doors and Windows	\$	4,200.00
LABOR		
*Contractor and Architect (Licensed)	\$	\$23,000.00 *
*Donated Labor		
	\$	\$70,270.00
CONTRIBUTING BUSINESS		
The project will be completed by members of the Pacific Grove Chamber of Commerce and Pacific Grove Rotary Club Members. All work will be performed by Licensed contractors.		



POST OFFICE BOX 167
PACIFIC GROVE, CALIFORNIA 93950
831-373-3304 • FAX 831-373-3317
WWW.PACIFICGROVE.ORG

August 14, 2008

To: Jim Colangelo
From: Moe Ammar
Subject: House in Jewell Park

Dear Jim,

Further to our communication, this is to confirm that in cooperation with Pacific Grove Rotary Club, the Chamber is interested in remodeling the house in Jewell Park. Attached is the history, scope of work, and specific construction project list, related to the renovation and upgrade for accessibility. The most important component of the project is providing ADA accessibility to a restroom in the area, especially since the library and museum are closed on Mondays. I had some discussions with the staff at the Monterey Peninsula Regional Park District. Partial funding of the proposed project is available through Parks, Open Space and Coastal Preservation Grant Program through MPRPD. Additional funding and labor will be secured by the Chamber and Rotary Club. I will ensure that the project is approved by all City committees, commissions, and the Council.

Deadline for the grant application is September 24, 2008. I will work with Planner Sarah Hardgrave on preparing and submitting the grant application. Since the house is the property of the City, only the City can apply and qualify for the grant. The project will be designed by a licensed Pacific Grove architect and built by a Pacific Grove licensed contractor.

Attached is all the information you need on the grant program.

Thank you,

A handwritten signature in black ink, appearing to read "Moe Ammar", with a large, stylized flourish at the end.

Moe

cc: Board of Directors
City Council
Sarah Hardgrave

**Monterey Peninsula Regional Park District
Parks, Open Space and Coastal Preservation Grant Program**



Click on the following link to access the Grant Application form

GRANT GUIDELINES

The MPRPD Parks, Open Space and Coastal Preservation Grant program was established to assist local public agencies and community groups with funding for improvements of community and neighborhood parks, open space and preservation of coastal areas. Funding for the program is from the MPRPD Parks, Open Space and Coastal Preservation Assessment District revenues. For FY2008-09, a total of \$100,000 is available for allocation to eligible projects.

STATEMENT OF INTENT

The primary objective of the grant program is to provide funding for improvements or significant repairs/replacements at neighborhood community park facilities, and open space and coastal areas. The District recognizes the funding challenges facing local communities, particularly in the area of parks and recreation. The aim of the District is to promote parks and open space projects and to provide funding assistance to local agencies and community groups for the improvement, development, and acquisition of park and open space areas in the communities and neighborhoods where residents live.

Priority consideration of community and neighborhood park and open space improvement projects that may be considered for funding include (but are not limited to) the following:

1. Projects that increase the safety of park users, particularly young children e.g. replacing older playground equipment with newer, safer equipment.
2. Projects that enhance ADA accessibility.
3. Projects that enhance public awareness and appreciation of parks, recreation and open space, such as trails, overlooks, benches, interpretive signage programs.
4. Projects that involve the acquisition of land that will be used for permanent public parks or open space.
5. Projects that enhance coastal preservation efforts.

Any appraisal, legal, escrow, or other acquisition, development, or improvement related activities shall be managed by the participating jurisdiction.

APPLICATION PROCESS

The funding and application process will be kept simple, affording agencies and groups flexibility and discretion, with minimum paperwork and bureaucracy. This will also allow the District to keep the administrative costs associated with the program to a minimum.

1. Applicants shall submit in writing to the District with specific projects for which they propose to utilize MPRPD grant funds. Projects may include facility development and/or replacement, related direct capital costs, and land acquisitions. Costs for normal maintenance and operations, administrative overhead, staff time, insurance and other ongoing costs are not eligible. Applications shall include, as

a minimum, the following information:

- Name and location of the proposed project.
- Brief description of the proposed project. Provide photos where appropriate.
- Describe any safety, accessibility, and open space improvements included in the project.
- Describe how the proposed project is consistent with the jurisdiction's General Plan parks and open space goals and policies.
- Total cost of the proposed project and requested funding. Matching funds from the participating jurisdiction and/or other agencies are encouraged.
- Anticipated long-term maintenance costs and a statement of the jurisdiction's ability to maintain the project.
- How the proposed projects relates to the mission and goals of the Monterey Peninsula Regional Park District.

2. Applicants may include multiple projects in their application for grant funds.

3. Applicants may accumulate grant funds for a period of generally not more than three years, during which time the District would hold such funds. Any interest earnings would remain with the District.

4. As a condition of agreement, the participating jurisdiction shall indemnify the District for any third-party claims in connection with projects funded by the MPRPD grant program.

5. Payments for approved projects shall be made to the jurisdiction based on a reimbursement of actual costs. No advance payments will be made by the District to the participating jurisdiction unless specifically approved by the MPRPD Board.

6. MPRPD funding or participating projects shall be recognized through appropriate site signage or other means as approved by the participating jurisdiction and the MPRPD Board.

7. Community organizations may submit projects for consideration with a public agency co-sponsor required.

**Monterey Peninsula Regional Park District
Parks, Open Space and Coastal Preservation
Community/Neighborhood Grant Program Application Form**

FOR ADDITIONAL INFORMATION CONTACT:

JOE SPLANE, III
FINANCE & ADMINISTRATIVE SERVICES MANAGER
60 Garden Court, Suite 325
Monterey, Ca. 93940
tel. 831.372.3196 x5
fax 831.372.3197
email: splane@mprpd.org

Submit grant applications and supporting documentation to the above address. GRANT APPLICATIONS ARE DUE BY WEDNESDAY, SEPTEMBER 24, 2008. Grant awards will be announced in November 2008.

REQUIRED ATTACHMENTS

Please use the following checklist to ensure that you have included the following documents to accompany your application

- List of applicant organization Board of Directors with community affiliations
- Most recent audited financial statement
- Agency/Organization's current annual operating budget information
- Project budget and budget narrative

**Monterey Peninsula Regional Park District
Parks, Open Space and Coastal Preservation
Community/Neighborhood Grant Program Application Form**

EXECUTIVE SUMMARY

IDENTIFYING INFORMATION	
Organization Name:	Executive Director:
Street Address:	
City/Zip Code:	
Contact Person:	Title:
Contact Phone #:	Contact Email:
MISSION STATEMENT	
<i>Briefly summarize the mission of your organization: (Approximately 100 Words)</i>	
GRANT REQUEST	
Name of project you want funding for: <i>(if applicable)</i>	
How much are you requesting? \$	Current Organization Annual Operating Budget: \$
PROJECT SUMMARY	
<i>Describe your project (include why you need our support, and how you plan to implement your project): (Up to 200 Words)</i>	

WHO DO YOU SERVE

What geographic area does your project serve? *(city, county and, if possible, neighborhoods)*

OBJECTIVES

Please indicate which of the following objectives your project addresses: *(check all that apply)*

- Increase the safety of park users, particularly young children
- Enhance ADA accessibility to park and recreation facilities
- Enhance public awareness and appreciation of parks, recreation, and open space
- Increase the amount of permanent public parks or open space
- Enhance coastal preservation

PROJECT DESCRIPTION

Describe your project below. Be sure to address the following points: (500 words maximum)

- Name and location of the proposed project.
- Describe any safety, accessibility, and open space improvements included in the project.
- Describe how the project is consistent with the applicable jurisdiction's General Plan parks and open space goals and policies.
- Identify the total cost of the proposed project and the level of funding requested. Matching funds are encouraged.
- Discuss relevant partnerships and collaborations.
- Discuss applicable long term maintenance costs, including a statement of the jurisdiction's ability to maintain the project.
- Explain why this work is important and how it meets the priorities of the Monterey Peninsula Regional Park District.

Description: (500 words maximum)

OUTCOMES

What are the main outcomes you expect to see from your project and this request? Please be as specific as possible in describing tangible results. (100 Words)

OTHER INFORMATION

Is there any other information that we might need to understand your organization and/or the unique needs of the community that your program serves? (100 Words)

MORE ABOUT YOUR ORGANIZATION

Financial Information

Tax Status:

- 501(c)3 Public Charity
- Public Agency
- School District
- Other Non-profit Org:
- 501 (c)3 Private Foundation

IRS Employer ID #:

ABOUT YOUR BUDGET

Total Project Budget (If Applicable): \$

Amount Requested: \$

OTHER MAJOR FUNDING SOURCES		
Name of Source	Amount	Status

BUDGET AND BUDGET NARRATIVE

Please attach a budget as well as descriptive budget narrative that corresponds with your request. For each line item in the budget, please provide a brief description of how the requested funds will be used. For example, "Transportation: \$2,500.00 – will allow bus transportation for 35 students to attend a 7-day outdoor nature education program."

PRINT NAME OF INDIVIDUAL COMPLETING APPLICATION: _____

TITLE: _____

SIGNATURE: _____

DATE: _____

Meeting House at Jewell Park
Renovation and Upgrade for Accessibility

History

The building was built by Pacific Grove Rotary in 1951-52. It is a frame building with a small kitchen area and a small restroom. The kitchen, restroom and front entry do not meet accessibility standards. The floor is concrete and the interior siding is knotty pine. The exterior is stucco. There is a small covered entry patio that was added at a later date.

Scope of Work

The goal of this project is to address accessibility for this meeting space while using, as much as possible, the existing locations for plumbing and entrances. In the construction process interior and exterior finishes are to be repaired/replaced as required by upgrading the accessibility and upgrading energy efficiency.

Specific Construction Project List

- Add new approx. 8'x8' handicap accessible restroom to North side of E Building
- Remove E restroom at interior of building
- Remove E Kitchen counters and replace with single counter at North wall
- New flooring as existing can not be matched where walls are removed
- Provide "on demand" water heater as no hot water exists for E restroom or Kitchen
- Replace knotty pine interior siding with sheet rock with water resistant finish for Kitchen
- Enlarge front covered entry patio so wheel chair could turn around easily
- Replace E front door with 3'-0" accessible door
- Replace deteriorated wood fireplace with gas fireplace insert
- Replace E single pane windows with operable double pane windows with handles at accessible level