



### III.

## PROJECT DESCRIPTION

### SUMMARY

Summarize how CDBG funds are proposed to be used:

This project will include playground equipment replacement and installation, installation of a shade structure over the playground, extension of existing concrete ADA walking path, and the addition of a skate spot.

### PROJECT SCOPE:

Please check all statements that apply to this project:

- All project design work is complete for this project (plans, specifications, etc.)
- This project will include selection of professional service providers (architect, engineer, etc.)
- This project includes acquisition of real property
- This project includes the rehabilitation of existing buildings
- This project includes new construction
- This project includes demolition of existing structures
- This project includes a public facility (such as a senior center)

### ACCOMPLISHMENTS

Once the project is completed, how can its success be measured?

Public use of park facility.

## **NEED AND JUSTIFICATION**

Describe the need for this project.

This current playground equipment has reached the end of its life cycle. The upgrade of playground features, shade structure, new components including the extension of the ADA walking path and skate spot will serve to enhance the viability of the park.

## **IMPACT**

Describe in detail the impact this project will have on the identified need and on San Marcos residents.

Parks serve an important role in the quality of life of a community by providing a neighborhood venue for recreational and exercise opportunities to the diverse neighborhood and local community.

## **EXPERIENCE OR REFERENCES**

Describe your experience in implementing a similar project, or if this is a first time venture, provide an explanation of why you believe you will be successful in implementation. You may attach up to three letters of reference.

The City of San Marcos Parks and Recreation Department has a history of providing diverse and continuous programs for citizens and visitors and also excels in providing maintained parks and creating a unified park and recreation system that serves the entire San Marcos community. The City of San Marcos currently has 27 community parks.

Parks and Recreation has previous success in developing and utilizing CDBG funding five (5) park projects including Veteran's Park Renovations, Dunbar Park Renovations, Dog Park Renovations, Ellis Street Park Renovations, Conway Park Renovations, and Anita Reyes Park Renovations.

**IV.**

**BENEFICIARIES**

The CDBG program allows several different methods of documenting that a project benefits low to moderate income persons. *Direct Benefit* projects provide services directly to an individual or family; for example, a housing rehabilitation project is a Direct Benefit project. *Area Benefit* projects benefit a geographic location; for example, a Sidewalk Project.

**DIRECT BENEFIT PROJECTS:**

*Applicant must be able to document that at least 51% of the beneficiaries have an annual income that is at or below 80% of the Area Median Income and are San Marcos residents.*

1. How many unduplicated individuals or households are expected to be served by this project? \_\_\_\_\_

**Presumed Benefit:** Activities that exclusively serve a group of persons in any one or a combination of the following categories may be presumed to benefit a population in which at least 51% of the population is low-to-moderate income. Individual income verification is not required, although residency and other client statistics must be collected. The Presumed Benefit categories are:

|   |  |
|---|--|
| a. Elderly persons (62 or older)                      | e. Battered spouses                                    |
| b. Homeless persons                                   | f. Abused children                                     |
| c. Persons living with AIDS                           | g. Migrant farm workers                                |
| d. Illiterate persons (includes non-English speakers) | h. Severely disabled adults (Census Bureau definition) |

2. Will all of the program’s beneficiaries be in a Presumed Benefit Category? \_\_\_\_ Yes or \_\_\_\_ No  
If “yes”, list the categories: \_\_\_\_\_

3. If the program’s beneficiaries cannot be considered “Presumed”, how will income eligibility be determined?  
\_\_\_\_ Projection of the individual or family’s income based on family size; or,  
\_\_\_\_ Other. Please provide details of how eligibility will be determined:  
\_\_\_\_\_  
\_\_\_\_\_

**AREA BENEFIT PROJECTS:**

*Some projects, such as a senior center or a park, serve an area rather than individual persons. HUD defines an area benefit project as an activity which is available to benefit all of the residents of an area which is primarily residential. In order to meet the eligibility requirement of benefitting low to moderate persons, the area served must be an area where at least 51% of the residents are low/mod income persons. Most, but not all, San Marcos residential neighborhoods are low/ mod.*

1. Will this project be available to benefit all persons in the service area?  Yes  No  
2. Are the neighborhoods that will benefit from this project primarily residential?  Yes  No

If “No”, please explain: \_\_\_\_\_  
\_\_\_\_\_

3. What neighborhoods will benefit from this project? Please list either individual neighborhoods or describe the boundaries that will define the service area:  
Hill of Hays Subdivison (east of IH 35 ) and the De Zavala School area  
\_\_\_\_\_

## **PUBLIC FACILITY PROJECTS**

*In the CDBG program, Public Facilities are broadly interpreted to include all improvements and facilities that are either publicly owned or that are traditionally provided by the government, or owned by non-profit organizations, and operated so as to be open to the general public. Facilities providing shelter for persons having special needs are also considered to be public facilities.*

- *Public facility projects cannot include the costs of operating and maintaining public facilities, costs of purchasing construction equipment, the costs of furnishings and other personal items such as uniforms, or new construction of public housing.*
- *Public facilities are intended to benefit all the residents of an area; thus, in most cases it must serve an area having at least 51% low/mod population.*
- *Public facilities owned by a nonprofit must be made available to the general public and must be open for use by the general public during all normal hours of operation.*
- *Reasonable fees may be charged for the use of the facilities assisted with CDBG funds, but charges, such as excessive membership fees, which will have the effect of precluding low/mod income persons from using the facilities, are not permitted.*

1. Who is/will be the owner of the facility? City of San Marcos
  2. Will fees be charged for the use of the facility?  Yes or  No  
*If yes, please attach a fee schedule.*
  3. How will the facility be made available to the general public? This facility operates as an Open Park Space
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## LINE ITEM BUDGET

Please use the following format to present your proposed line item budget. Secured funds are funds on-hand, pledged, or awarded. City Council has waived fees for Construction Permitting and Development Code Processes for CDBG projects. Impact fee charges, when applicable, are not waived. Round budget numbers to the nearest dollar.

CDBG funds cannot be spent or obligated until final environmental clearance for the project has been obtained. HUD has interpreted "obligated" to mean that we cannot execute contracts or take bids as that will "obligate" funds. The environmental review is generally prepared by the City's CDBG staff. **Please include \$1,000 for environmental fees for rehabilitation, new construction, demolition or clearance, and land acquisition projects.** No environmental expenses are required for professional service projects that will not include construction.

| Budget Item                                 | Total Budget     | CDBG Funding Proposed | Other Funding Source(s) | Secured Funds available at project start | Additional Funds Needed to Complete Project |
|---|------------------|-----------------------|-------------------------|--|---|
| <b>Project Soft Costs</b>                   |                  |                       |                         |  |   |
| Environmental Review Costs                  | \$1,000          | \$1,000               |                         | \$1,000                                  |   |
| Professional Services                       | \$5,000          | \$5,000               |                         |  |   |
| Publication Costs                           | \$1,500          | \$1,500               |                         |  |   |
|   |                  | \$1,000               |                         |  |   |
|   |                  |                       |                         |  |   |
|   |                  |                       |                         |  |   |
| <b>Project Hard Costs</b>                   |                  |                       |                         |  |   |
| Environmental Testing (lead paint, etc.)    |                  |                       |                         |  |   |
| Dumpsters / fencing/ portable toilets, etc. |                  |                       |                         |  |   |
| Demolition / clearance expenses             |                  |                       |                         |  |   |
| Rehabilitation or new construction costs    | \$159,500        | \$159,500             |                         |  |   |
| Property acquisition                        |                  |                       |                         |  |   |
| Other                                       | \$30,000         |                       | Fee-in-Lieu Funds       | \$30,000                                 |   |
| Other                                       |                  |                       |                         |  |   |
| <b>BUDGET TOTAL</b>                         | <b>\$189,500</b> | <b>\$159,500</b>      |                         |  |   |

**VI. PROJECT IMPLEMENTATION SCHEDULE WITH PERFORMANCE GOALS**

The first activity should be environmental review. Projects that do not impact the physical environment generally take about 15 days for environmental review – this would include public services, professional services, homebuyer assistance.

Projects that will potentially have a physical impact on the environment (construction or demolition, for example) generally take 45 to 60 days for environmental review. If the project is located in a FEMA floodplain, add 30 additional days.

Please include reasonable time for procurement activities, including procurement of professional service providers.

October 2021

August 2022

**Projected Start Date:** \_\_\_\_\_ **Projected Completion Date:** \_\_\_\_\_

| <b>Projected Implementation Schedule with Performance Goals</b> |                         |                       |   |
|---|-------------------------|-----------------------|---|
| <b>Activity Description</b>                                     | <b>Start Month/Year</b> | <b>End Month/Year</b> | <b>Performance Measurement Goal</b>     |
| <i>Example: Procurement of Architect</i>                        | <i>October 2021</i>     | <i>December 2021</i>  | <i>Contract executed</i>                |
| City Environmental Review                                       | October 2021            |                       | Approval to use funds                   |
| City Environmental Review                                       | October 2021            | October 2021          | Report Received                         |
| Project Design  | December 2021           | December 2021         | Completed Design                        |
| Procure Playground Equipment                                    | March 2022              | May 2022              | Council Approval and Contract Execution |
| Remove Playground Equipment / Install New                       | June 2022               | July 2022             | New Playground Constructed              |
| Construct Walking Path and Skate Spot                           | June 2022               | July 2022             | Construction completed                  |
| Playground Safety Audit   | July 2022               | July 2022             | Audit Received                          |
| Final Inspection  | July 2022               | July 2022             | Inspection Passed                       |
|   |                         |                       |   |
|   |                         |                       |   |
|   |                         |                       |   |