



# CDBG Application for City Projects/Programs

## Due Date: April 13, 2015

### APPLICANT INFORMATION

Project Title: Skate Features at Dunbar Park

Sponsoring Department: Community Services, Parks and Recreation

Contact Name & Title: William Ford, Assistant Director of Community Services

Telephone: 512-393-8400

### PROJECT SUMMARY INFORMATION

Amount of CDBG Funds Requested: \$52,150

Amount of funds from other sources that will be available at the project start date: None

Project Location (address, or other description): 801 W MK Dr. San Marcos, TX 78666

### PROJECT DESCRIPTION:

#### A. Project Type (select all that apply)

☒ Construction Activity

☒ Professional Services

☐ Public Services (programs)

☐ Clearance Activity

☐ Housing

#### B. Summary description of the project (attach additional page if needed):

The Parks and Recreation Department is requesting a grant in the amount of \$52,150 to construct two mini skate features in Dunbar Park (pictures attached). The kidney bowl is a large concrete in-ground structure with curved corners. The Moskalski skate feature is an above ground, paved skate feature with a series of grind rails and elevated platforms. Dunbar Park is located in the African American historic district with a high percentage of low-to-moderate income families. The existing skate park, located on Hopkins St., is one of the heaviest used recreation facilities in the City of San Marcos. The Parks and Recreation Department is willing to accept funding for either one or both features at this time.

#### C. FOR CONSTRUCTION PROJECTS:

a. Is this project included in the Capital Improvements Plan (CIP)? ☐ Yes ☒ No

b. Will this project require design work before it is ready for bid? ☒ Yes ☐ No

c. Does the project budget include other funding sources? ☐ Yes ☒ No

d. How many days of construction are estimated to complete the project? 4-6 months

e. Who prepared the cost estimates for the project budget? Bert Stratemann and Richard Salmon

f. Who will be the department's Project Manager? Bert Stratemann

**D. FOR PUBLIC SERVICE PROGRAMS:**

*Public Service Programs involve the use of CDBG funds to pay the non-construction costs of providing services to qualified beneficiaries. Details of eligible programs are outlined in 24 CFR 570.201(e). This type of program requires documenting that at least 51% of the people receiving benefits from the CDBG-funded program qualify as being low to moderate income (l/m). Quarterly reports are required for each funded program. The report will include basic beneficiary demographic information such as race and ethnicity and low/mod income statistics. CDBG funds are provided on a reimbursement basis to the funded program following submittal of a draw request with supporting documentation.*

**TYPE OF PUBLIC SERVICE (CHOOSE ONE OR MORE)**

- |   |  |
|---|--|
| <input type="checkbox"/> 05A Senior Services                      | <input type="checkbox"/> 05B Handicapped Services                  |
| <input type="checkbox"/> 05C Legal Services                       | <input type="checkbox"/> 05D Youth Services                        |
| <input type="checkbox"/> 05E Transportation Services              | <input type="checkbox"/> 05F Substance Abuse Services              |
| <input type="checkbox"/> 05G Battered and Abused Spouses Services | <input type="checkbox"/> 05H Employment Training                   |
| <input type="checkbox"/> 05I Crime Awareness                      | <input type="checkbox"/> 05J Fair Housing Activities               |
| <input type="checkbox"/> 05K Tenant/Landlord Counseling           | <input type="checkbox"/> 05L Child Care Services                   |
| <input type="checkbox"/> 05M Health Services                      | <input type="checkbox"/> 05N Abused/Neglected Children Services    |
| <input type="checkbox"/> 05O Mental Health Services               | <input type="checkbox"/> 05P Screening for Lead Paint/Lead Hazards |
| <input type="checkbox"/> 05Q Subsistence Payments                 | <input type="checkbox"/> Other:                                    |

**PROGRAM HISTORY**

- a. Is this a new program? ☐ Yes ☐ No
- b. If no, can you document that there has been a program expansion or quantifiable increase, such as an increase in the participants to be served? ☐ Yes ☐ No *If "yes" attach documentation and explanation of the increase/expansion.*
- c. Did this program received CDBG funds last year or the year before? ☐ Yes ☐ No
- d. Does this program receive other City funding? ☐ Yes ☐ No
- i. If yes, how much is proposed for 2015 funding? \$ \_\_\_\_\_
- ii. How much was received last year in City funding? \$ \_\_\_\_\_

PROGRAM BENEFICIARIES:

*CDBG projects must document and report to HUD who has benefitted from the funded program. Documentation includes the total number of beneficiaries, race and ethnicity demographics, and income range. At least 51% of beneficiaries must qualify as being low to moderate income using HUD's income guidelines. Please answer the following questions regarding program beneficiaries:*

- a. Will your program exclusively serve persons who are considered to be "presumed" low/mod in one or more of the following categories: Abused children, elderly persons, battered spouses, homeless persons, adults with a severe disability, illiterate adults, or persons with Aides? \_\_\_\_ Yes \_\_\_\_ No  
If "no", please move to the next question.

If yes, please show the number of San Marcos persons expected to be served in each category if the program is funded:

Category	Abused Children	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adult	Illiterate Adults	Persons with Aides
Number Assisted							

If this is an existing program, how many San Marcos persons were served last year in each category?

Category	Abused Children	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adult	Illiterate Adults	Persons with Aides
Number Assisted							

- b. For all persons who do not fit the "presumed clientele" categories listed in "a" above, it will be necessary to document the family's income. If you answered "yes" in "a" above, skip this question.

Please show the number of San Marcos persons expected to be served between October 1<sup>st</sup> and September 30<sup>th</sup> in each category if the program is funded:

Children/Youth	Adults

If this is not a new program, please show the actual number of San Marcos persons served in each category last year:

Children/Youth	Adults

## Line Item Budget Form

**NOTE:** 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 CDBG staff.

Budget Item (Use of Funds)	CDBG Funds	Other Funds	Funding Source
<b>Public Service Programs</b>			
<b>Construction / Clearance Projects</b>			
Environmental Review Costs	\$1,000.00		
Professional Services	\$4,650.00		
State/Federal Permit Fees			
Construction Hard Costs	\$46,500.00		
Demolition / Clearance Hard Costs			
Project Soft Costs (publications, etc.)			
<b>Housing Programs</b>			
<b>BUDGET TOTAL</b>			\$52,150.00

## Project Implementation Schedule

NOTE: The first activity should be environmental review. Projects that do not impact the physical environmental generally take about 3 weeks – 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) take 45 to 60 days. 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.

Projected Implementation Schedule with Performance Goals			
Activity Description	Start Month/Year	End Month/Year	Performance Measurement Goal
<i>Example: Procurement of Architect</i>	<i>October</i>	<i>November</i>	<i>Contract executed</i>
Environmental Review	October 2015	December 2015	Completion of review
Procurement of professional services	October 2015	November 2015	Execution of contract
Procurement of Buy-Board items	November 2015	December 2015	Order and delivery of equipment
Bidding and Construction Period	February 2015	June 2016	Construction milestones met
Finalize Project and Punch List	July 2016	July 2016	Project accepted as complete

**CERTIFICATION REGARDING LOBBYING FOR  
CONTRACTS, GRANTS, LOANS,  
AND COOPERATIVE AGREEMENTS**

**I certify, to the best of my knowledge and belief, that:**

1. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard form - "*Disclosure Form to Report Lobbying*", in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**GENERAL CERTIFICATIONS**

This project will minimize displacement of persons as a result of activities assisted with CDBG funds. In the event that displacement of residential dwellings will occur in connection with a project assisted with CDBG funds, the City will create and follow a residential anti-displacement and relocation assistance plan

The program will be conducted and administered in conformity with the Civil Rights Act of 1964 (42 U.S.C. Sec. 2000a *et seq.*) and the Fair Housing Act (42 U.S.C. Sec. 3901 *et seq.*), and that it will affirmatively further fair housing, as specified by TCDP.

I certify that to the best of my knowledge and belief that the certifications, information, exhibits, and schedules contained in this application are true and accurate statements.

William Ford 3-10-15  
Signature

Date Signed:

3/10/15  
tms

Printed Name / Title:

## Dunbar Skate Feature Budget

City of San Marcos

Compiled on: March 9, 2015

#	CITY PARK	SKATE FEATURE	CONST	TTL CONST	DESIGN	TOTAL
1	Dunbar	Moskaski skate feature	\$30,000			
		Kidney Bowl	\$16,500			
			<b>Sub-Total</b>	\$46,500	\$0	<b>\$46,500</b>

**Total Constr \$46,500**

**Design/Seal \$4,650**

**Env Reviews \$1,000**

**Total \$52,150**





