

Junice Gleason

From: Junice Gleason
Sent: Friday, June 03, 2016 8:16 AM
To: 'Owen, Jennifer'
Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Jennifer,

The Center will be available to any group or individual from the community that needs it for any event, exhibit, class or meeting at the low cost of \$100.00 per day. A refundable cleaning deposit of an additional \$100.00 would be held in trust account until inspection has been completed. All deposits would be refunded in as timely of a manner as feasibly possible. The possibilities of cultural enrichment would be brought to the entire community in the forms of music, art, theater, media access & training, local video library, Classes, Family or group gatherings, performances, exhibits, art shows etc etc... Currently to rent a facility runs: \$300. (Masonic Hall) \$500.00 (Pentecostal Hall) \$375.00 (Lions Hall) etc..... To hold meetings, classes or events.

For simple meetings that do not require decoration or other preparations the cost would be \$20.00 an hour. (In which the renting party would be responsible for any clean up necessary). The possibilities are virtually endless of what activities could take place at this facility. All performances, classes, events, gatherings could be filmed and broadcasted as public content to our local station.

Nonprofits conducting fund raisers for charitable causes would have more proceeds from their events to contribute to their cause. Groups, organizations & individuals who cannot afford to rent a facility at the current rates would now be able to hold events and gatherings.

The improvements that need to be done here are pretty simple. 2 unisex, one stall bathrooms, one of which is ADA compliant. A heating system, a media booth equip with broadband access, fire exit off McPherson St., Multi purpose flooring, risers for portable stage, electrical lighting and outlets, wainscoting and crown molding for esthetics, (Ball room design) ornate entry consisting of French doors & exterior planters, and let's not forget a sprinkler system that will cost twice as much as the previously mentioned repairs. Up to \$150,000. I was quoted by a local plumbing contractor (North Coast Plumbing) Yes, we would have to install the sprinkler system in the whole building to be in compliance with current sprinkler system codes from the City. The front half of the building will be reconditioned at the expense of the Footlighters. There is also exterior improvements that the Footlighters have already started on.

Groups that have already stated their intended use of such a facility are as follows: Acoustical guitar and band performances(Jim McDannold) , painting with many mediums (Margory Brown), arts & Crafts (Laura White) media training (Mateo Ortiz) filming and production (Todd Cinnamon) gardening (Ginabelle Smith), Humane Society, dog adoption (Michelle Deering) indoor doggy activities (Johanna Jensen), boat building (Dusty) , weapon less self-defense classes (Debbie Simpson) belly dancing classes, modern dance performance (Lori Stone) Native American Heritage, art & culture (Mark Hill & maybe Wally Clark, I have not talked to Wally yet but I am most sure he would be in) CPR classes (Frank Maurice & Lin Taylor) chilly cook off (Rosalie, Chamber of Commerce) theater workshop learning characterization, blocking, voice projection and costume design (Junice Gleason) beading & Jewelry design, masonry yard art, weddings, parties, family gatherings etc etc etc It goes on and on, I have spoken to several High School students who would love to have the media classes available to them again too. We need to keep these kids busy doing something constructive that they enjoy, they would be learning, off the streets as out of mischief. The media learning center and lab would definitely have a positive effect on the students. Not to mention the lower income residents who without this facility would have no access to any of these activities. So with such a high level of poverty and homelessness in our community, this Center would provide culture, arts & learning to those who would ordinarily not ever be exposed to any of this. This is not a monetary gain for our community.... It would be a cultural gain.

Communities need to get back to the basics....human expression, art & history. Expand their minds.... This would all be available to the low income residents that would not be exposed to any of this otherwise.

I did have questions on the liability insurance. We currently are insured for up to \$1,000,000. Would there be any additional insurance requirements?



**City of Fort Bragg
Preliminary Request for Assistance
Community Development Block Grant (CDBG) Program**

Applicants: For more information about CDBG activities, please review the description of CDBG eligible activities available at <http://www.hcd.ca.gov/fa/cdbg/about.html> or call/email Jennifer Owen at (707) 961-2827, ext. 109; jowen@fortbragg.com.

I. Applicant Information

Contact name/title:

Contact email address: Contact phone:

Entity name:

II. Type of Project (Check Applicable Box if Known)

General/Native American Allocation			Economic Development/ Loans	Planning & Technical Assistance
Housing Activities	Community Facilities	New or Increased Public Service		
<input type="checkbox"/> Housing/new construction support	<input checked="" type="checkbox"/> Rehabilitation of existing facility	<input type="checkbox"/> New service	<input type="checkbox"/> Job retention project	<input type="checkbox"/> Economic Development planning activity
<input type="checkbox"/> Rehabilitation project	<input type="checkbox"/> Acquisition of facility	<input type="checkbox"/> Expanded service	<input type="checkbox"/> Job creation/ expansion project	<input type="checkbox"/> General planning activity
<input type="checkbox"/> Permanent Housing Construction (CHDOs only)	<input type="checkbox"/> Acquisition and Rehab of Facility			

III. Cost estimate:

IV. Brief summary of activity. Include community need to be addressed and how low income households will be benefited. Include estimated cost and "readiness" of project (status of building plans, agreements, etc.). Include additional page if necessary.

Fort Bragg City is need of a Community Center for local organizations and groups to have meetings, classes & fund raising events. Current available facilities charge hundreds of dollars for rent taking a big cut from any proceeds from fund raising events. These are funds that are donated to several charities in the Fort Bragg Area. (North Coast Children Fund, The Food Bank, Project Sanctuary etc..) There are many groups and organizations that do not have the facility, means or money to have a general meeting post or venue for events of their own. The Center would enrich our community with a home base for all groups and organizations. The possibilities for cultural arts, entertainment, vocational training as well as social events are at hand with such a Center. Performances and events could be filmed and televised on Public Access Television. This would bring local arts, culture and entertainment to the TV viewing public as well. Some of the planned activities for the Center are as follows: Open Mic nights with several local acoustical artists, Dance classes and performances, Classes in Boat Building, Native American Culture Exhibits, Performances & Learning. Vocational Media Classes in Filming, Editing & Broadcasting. Performing Arts & Music events, Unarmed Self Defense Classes, Humane Society Pet Adoption Events, Indoor Doggy Activities for rainy days, Gardening exhibits, instruction and training (Garden Club, Noyo Food Forest), Art & Photography Exhibits & Classes, Fund Raising Events (To fund local charity organizations), Private Party Rentals for Wedding Receptions, Quinceneras, Birthday Parties Etc. This list continues to grow daily.

Please return this form to Jennifer Owen at jowen@fortbragg.com or deliver to Community Development Department, 416 N. Franklin Street, Fort Bragg, CA 95437.

Junice Gleason

From: Junice Gleason
Sent: Tuesday, October 27, 2015 1:37 PM
To: Scott Deitz
Subject: Mission Statement of Fort Bragg Community Center

Mission Statement of Fort Bragg Community Center

The Fort Bragg Community is in dire need of a facility for the use of community organizations and groups for meetings, classes & events. Many community organizations do not have the facility, means or money to have a general meeting post or venue for events of their own. Having a Community Center would enrich our community with a home base for all groups and organizations. The possibilities for cultural arts, entertainment, learning and social events are at hand in the form of such a facility. The Fort Bragg Footlighters would like to open such a facility at 248 E Laurel St. In the 2,000 sq ft portion of their building. The facility would have a separate entrance to the Center from the West side of the building. This building is adjacent to the City parking lot located in the 200 block of E Laurel St. The Center would also house the full library of MCCET, & MCTV video archives for public viewing and broadcasting. There is broadband Wifi available at the building currently. The broadcasting facility at this building is also capable of broadcasting live, real time programs of any meeting or event at either Town Hall or the Center. There are several groups who would also like to participate in the filming and production of Public Programming from this facility. The Center would also include vocational training in the technology of filming, editing and programming available to school aged students and the general public alike. Our mission is for a public facility to be utilized by the community for vocational training, enrichment and culture.

We are seeking public funding for this project and would like to know if there is any funding available for such a venture. This Center would definitely be a community asset to our City.

Thank you for your consideration.

Junice Gleason

Junice Gleason

From: Junice Gleason
Sent: Friday, October 23, 2015 4:22 PM
To: 'Owen, Jennifer'
Subject: RE: I just saw the notice on Public Hearing on Closeout of CDBG Activities for Nov 9th

Jennifer,

Thank you so much for clarifying all this for me. So we will stick to just the basics and try to keep it as low as possible for only the renovations needed for the Community Center. We will keep the renovations on the Historical side aside for now.

The reason I was sending out the introductory letter to all Chamber members was to let them all know of what we are proposing. You had mentioned to me that We need to have the names of the groups that would be utilizing the facility. I would need to let them know what we are planning before I provided their names As groups that would be utilizing the building. You see what I mean?

No, we are not able to open the Center without the funds unfortunately. We barely make enough from our shows to keep the doors open. Struggling Theater Company, that's what we are. We have this huge facility that could be used by the public. We figured why not make it available for everyone in the community. We only use the Front half of the building. It's kind of a shame to let it go to waste.

I have not spoken to anyone except the Footlighters members about the CDBG funding. I realize there could be other people going for the same funding.

Thank you for your advice.
Have a wonderful weekend.

Junice

From: Owen, Jennifer [mailto:Jowen@fortbragg.com]
Sent: Friday, October 23, 2015 3:49 PM
To: Junice Gleason <jgleason@fortbraggrealty.co>
Cc: Owen, Jennifer <Jowen@fortbragg.com>
Subject: RE: I just saw the notice on Public Hearing on Closeout of CDBG Activities for Nov 9th

Hello Junice,

I appreciate your enthusiasm, but remember that I told you that although rehabilitation of the theater could be an eligible CDBG grant activity, it isn't a very competitive activity. CDBG is very unlikely to fund operations of the center, because CDBG funding could only operate social service type activities that primarily benefit the low income population of Fort Bragg, and your list of potential non-profits wasn't limited to social service organizations. A grant application for this rehabilitation of the building would be competing with activities from communities in the entire state of California. There's also local competition, because before a grant application is submitted, City Council has to decide which grant activities the City will pursue. There are likely to be other activities requesting this grant funding. So, there are lots of hurdles. If you want to the Advocate to public an article about your wishes and goals in opening a center, that may be fine. However, I don't recommend that you imply in any way that you will be receiving CDBG grant funds through the City.

That said, it's always good to be ready for any funding that might come along. To be ready for grant funds for a rehabilitation project, it's good to have cost estimates. It's best to list everything you might want in a cost estimate, so that if you need to cut back to your highest priority items, you can easily do that. Remember that if the building doesn't already have fire sprinklers, a major rehab would probably trigger that requirement.

Regarding adding the building to a historical list, it's on the City's list, but it's not on any other state or federal lists to my knowledge. There's a long process to get buildings on to the state and federal lists. The historical society may be able to help you with that. The chain of title isn't so important for that. The historical integrity is more important; that is, when was the original building constructed, and how much of the original building remains is key. The historical society has lots of info on history of Fort Bragg buildings.

If you are sending an introduction letter to the Chamber, does that mean that you are able to open a Center without the rehabilitation funds?

Jennifer

From: Junice Gleason [<mailto:jgleason@fortbraggrealty.co>]

Sent: Friday, October 23, 2015 3:32 PM

To: Owen, Jennifer

Subject: I just saw the notice on Public Hearing on Closeout of CDBG Activities for Nov 9th

Hello Jennifer,

I have been quite busy the last week and a half since we last met. I do have a couple questions. I am making a list of items to go over with our contractor. Should we draw up a bid for the refurbishing Of the front of the Footlighters Theater to the historical, original condition as a separate bid from the Community Center renovations?

I have pulled some information from the County on the Building that dates it back to early 1900's. The Finish/Swedish Society. I am going to check with a friend that works for Redwood Title in Ukiah to see if they can pull a full chain of title for us. What specs does the building have to fall into to be added to the historical roll?

Also, I have spoken to the Chamber of Commerce about the possibility of the Center coming to light. They are very excited about the concept. They are making mailing labels of all members of The Chamber of Commerce for me to send out an introduction letter regarding the Community Center.

I have also spoken to Michael Rhalm from the Fort Bragg Advocate and he wants to run a story on The possible opening of the Center. There has been nothing but positive feedback from everyone. Please let me know if there is anything that I should be doing that I am not. I will most definitely be at the meeting on Nov. 9th. Is there anything I will need to do to prepare for this meeting?

Thank you for all you do,

Junice

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Thank you for all you do,

Junice

Junice Gleason

From: Junice Gleason
Sent: Friday, January 29, 2016 4:15 PM
To: 'Owen, Jennifer'
Subject: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED
Attachments: CDBG_Prelim_App_Form_editable-_2016.pdf

Jennifer,

I just received a call from Bryan Mann from Fort Bragg Plumbing. He informed me that the sprinkler system should have been budgeted at \$15.00 per sq. ft. NOT \$5.00 per sq. ft. The actual cost for a fire sprinkler system for the 5,000. Sq. ft. building would be \$75,000 not \$25,000. Of course Murphey's Law would state that this correction came to me after I had sent the first email. Please see REVISED Preliminary Application with a new total of \$250,000.

Thank you,

Junice Gleason

LIC# 01144229

Century 21 Fort Bragg Realty

707-964-2121

From: Junice Gleason
Sent: Friday, January 29, 2016 3:32 PM
To: 'Owen, Jennifer' <Jowen@fortbragg.com>
Subject: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016

Hello Jennifer,

Hope all is well. I have finally received an estimate for proposed renovations to the Footlighters Building, and three year's operating expenses. Matson's bid came in over \$50,000., so the additional cost of a sprinkler system for the building came into play. I have filled out the form provided by you last Nov. (please see attached)
Please let me know if there is anything else I should be doing.

Thank you,

Junice Gleason

LIC# 01144229

Century 21 Fort Bragg Realty

707-964-2121

Junice Gleason

From: Junice Gleason
Sent: Friday, June 03, 2016 2:55 PM
To: 'Owen, Jennifer'
Subject: FW: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED
Attachments: 2016 CDBG Scoring for Public Facilities.pdf; 2016 CDBG NOFA Append A Low-Mod_Need data-2016.xlsx

Jennifer,

I am thinking on how we could better specify use to low/Moderate income. We can have a form that would be filled out and charge rent on a sliding scale according to income? We can specify the need for access to such a facility for the low-mod income residents. For one thing, most of the activities would not be available to Low-mod income without such a center. It really is designed to cater to the low income. Also, fund raising activities held at the center would be contributions going directly to charitable causes such as The North Coast Children's Fund, Food Bank, Hospitality House and Project Sanctuary.

I keep brainstorming. This is what I have come up with thus far.....

Junice

From: Owen, Jennifer [mailto:Jowen@fortbragg.com]
Sent: Friday, June 03, 2016 1:58 PM
To: Junice Gleason <jgleason@fortbraggrealty.co>
Cc: Owen, Jennifer <Jowen@fortbragg.com>
Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Hi Junice,

Sorry, I've been trying to respond to you and keep getting interrupted. My report will definitely not be submitted today. Anyway, the problem is that for activities that are available for the entire community, the entire community's income must be considered. Per CDBG-provided tables (see Fort Bragg's data under the Mendocino County title in the attached "Append A" document), Fort Bragg's population is 58.2% low-moderate income. That percentage allows us to compete for "area wide" activities because the percentage is over 50% - that is, since we're more low-mod income than we are mod-higher income, we're considered a "primarily low-mod income" community. However, we're not much over the 50% threshold. Competitive CDBG activities typically serve 90% to 100% low-mod income folks. Unless folks using the building will limit their activities to only people whose incomes are within the CDBG low-mod income limits, we will be ranked and rated at the 58.2% level. I've attached the scoring sheet that CDBG will be using for this type of activity. We generally do very well on the "readiness" items, especially if you have the items under Readiness - #2 re: engineer's documents. However, the "Need/Benefit" part, which accounts for 400 points, must be addressed. We are competing against the rest of the state - see the Appendix A low-Mod Need data for all eligible California jurisdictions, attached. Our application will be compared to all other applicants, and we just don't know who will apply or what their low/mod income percentage for their specific activities will be.

Jennifer

From: Junice Gleason [mailto:jgleason@fortbraggrealty.co]
Sent: Friday, June 03, 2016 10:23 AM

To: Owen, Jennifer

Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Jennifer,

Chris Matson and Cas Smith (North Coast Plumbing) both looked at the building and both gave me very round numbers. Why don't we bump it up to \$300,000. If it would not hurt our application any. I was just trying to be as cost effective and possible. I am not one to squander money by any means. But if an additional amount of \$50,000. Would give us more of a buffer for unforeseen costs, it might be wise to do so.

Because of the high % of low to moderate income residents in our community and this facility accommodating virtually all walks of life, we would definitely be serving primarily low income. If we build it.....they will come. Once it gets started, I know for a fact that those who cannot afford to rent another facility will be calling. Most of the people I have spoken to about this concept ARE low income. The classes and demonstrations planned thus far would be free of charge. Of course donations would be accepted.

But my point is, these classes and demonstrations would not be available to low income residents without such a center. The instructors I mentioned in my email are sharing a talent or craft with others at no cost to them.

As far as which way we should proceed with our application, I believe that we would need the full amount requested for this to truly come to life. Fire exit, heating system, electrical outlets and lighting & bathrooms are all definite MUST HAVES for public health & safety. The Wainscoting, crown molding and entry are more for appeal. I feel that just because a group or individual can't afford much does not mean that they don't deserve a pleasant surrounding at their venue. I trust your judgement of course.

Please let me know your thoughts,

Junice

From: Owen, Jennifer [<mailto:Jowen@fortbragg.com>]

Sent: Friday, June 03, 2016 8:54 AM

To: Junice Gleason <jgleason@fortbraggrealty.co>

Cc: Owen, Jennifer <Jowen@fortbragg.com>

Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Hi Junice,

That's an excellent description and will be very helpful for the presentation to City Council on June 13. Just to clarify: that list of building improvements you provided still totals to approx. \$250,000 (in very round numbers)? You would want to request enough to do everything you want to do. I suggest rounding up to \$300,000. Increasing the amount won't hurt your application. Prevailing wage applies to CDBG projects, so you need to bump costs up typically 25% for that and for contingencies.

There are 2 ways Council could approve this. One way would be to approve it as a **primary grant activity**. Primary activities are highly competitive, and to be competitive enough for a CDBG award, we'd have to clearly prove that benefit of the center is **primarily** to the low & moderate income Fort Bragg residents. It will be difficult to prove that a center for general non-profit activities benefits mostly low income people. The other way Council could approve it would be as a **Supplemental Activity**. Supplemental Activities are paid for with Program Income the City receives. Supplemental Activities are selected by City Council and applications are submitted with the main application. However, they are not competitive; they are automatically awarded if any other grant activity is awarded. Program Income is comprised of CDBG loan repayments. We receive about \$20,000 every 3 months in Program Income. I usually recommend Supplemental Activities that cost \$75,000 or less. However, Council could approve any amount as long as they receive enough money to pay for an activity and also complete an activity within the grant term. The maximum that

could be allocated is typically about \$150,000. If you could submit a task list of critical activities – such as ADA and fire sprinkling –that requires \$150K or less CDBG funding, it could also work as a Supplemental Activity.

Can you let me know if you'd be interested in proposing this activity as **both** a primary activity and a Supplemental Activity? The City could only include this in the grant application as a Primary Activity or a Supplemental Activity, not both. If you want to also submit as a Supplemental Activity, please confirm that you could submit a task list that requires \$150,000 or less in CDBG funding.

Thank you very much!

Jennifer

From: Junice Gleason [<mailto:jgleason@fortbraggrealty.co>]

Sent: Friday, June 03, 2016 8:16 AM

To: Owen, Jennifer

Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

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I did have questions on the liability insurance. We currently are insured for up to \$1,000,000. Would there be any additional insurance requirements?

If you need anything else for now, please let me know.

Junice

From: Owen, Jennifer [<mailto:Jowen@fortbragg.com>]

Sent: Wednesday, June 01, 2016 9:36 AM

To: Junice Gleason <jgleason@fortbraggrealty.co>

Cc: Owen, Jennifer <Jowen@fortbragg.com>; Gregory, Natalie <NGregory@fortbragg.com>

Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Importance: High

Hello Junice,

As I mentioned when I saw you at the CDD counter last week, CDBG has released their Notice of Funding Availability (NOFA) for the 2016 grant applications. Unfortunately, they haven't yet released the actual application, so we're not sure exactly what the submittal requirements are. I have attached the 2015 Application Instructions which should give us a good idea of 2016 grant requirements.

Because we finally know the grant app due date – July 27 – I have scheduled presentations for two City Council meetings. The first City Council presentation will be on **Monday June 13**, to ask City Council for direction on which activities should be included in the grant application. The second presentation will be on **Monday July 11** to do the required pre application Public Hearing. By July 11, the application will be nearly completed based on City Council's input from the June 13 meeting.

For the June 13 City Council presentation, I will be submitting a list of potential activities to City Council along with an assessment of the likelihood of funding. **My report for the June 13 meeting is due by this Friday June 3.** Below is information about my understanding of your project and what would be needed for a competitive application. The attached 2015 application instructions provide more information. **So that I can provide City Council with a reasonable assessment of whether this is a competitive and eligible activity, can you please provide corrections and/or provide responses to my info and questions as follows:**

1. Grant Activity: I understand your request is for a Public Facility Rehabilitation of the rear half of the Footlighters facility. Your estimated cost for rehab of the rear 2500 SF of the building is \$250,000. Scope of work would include: installation of sprinkler system in the entire building and accessibility improvements.

a. Can you please provide me a list of other construction-related tasks included in the \$250,000 estimate? CDBG can pay for final plans & specifications and actual rehab costs. For Public Facility Rehab projects, CDBG cannot pay for program operations or maintenance expenses .

b. Can you give me an idea of whether any other construction activities besides the fire sprinkling will be for the entire building as opposed to just the rear?

c. If you do any work on the front of the building, we have to include the entire building in the rehab project UNLESS you provide separate funding to pay for any work to the front 2500 SF. When we first spoke about this back in October, all activities were just going to impact the rear of the building.

2. Uses of the public facility: As we've discussed, CDBG requires that we describe all activities that will take place inside the facility, and we need to show that the activities are primarily benefitting the low/moderate income population. We would also need some sort of commitment letter from each potential user that we list. If a non-profit user group is open to the entire community, it could qualify as meeting the needs of the low/moderate income community because our City is considered primarily low/moderate income. **I need more information about potential users of the facility to assess eligibility and competitiveness:**

a. To be sure there are an adequate number of eligible activities (that is, more than half that benefit primarily low/moderate income City residents), can you please give me a list of the activities and groups you expect to house in the facility and who their beneficiaries are. Please only list those from whom you would be able to get some sort of commitment by the grant due date. For example, if an expected building user is McDog, who are the members and are there any requirements of membership.

b. You mentioned a goal of providing PEG activities and educational courses at the facilities. Unless that is pretty well fleshed out, we probably can't use it in the application. Do you have committed partners and program description?

c. Description of need: To be funded, you would need to be able to describe a high need for a meeting place for non-profits. Need could be described by listing other available meeting places in the City and why they are not accessible to the non-profits for whom you would provide space. You would also need to be able to describe status of the building and why there's a high need for the requested improvements. You would also need third party documentation of the need for the facility & rehab. **Do you think you can provide a strong Need argument, and is there 3rd party documentation to support the argument?**

I'm not asking for a long response to the above questions, but I do need enough information to assess whether this can be an eligible and competitive project. I need this info by Friday June 3. Please feel free to call if you need more information.

Jennifer

Jennifer Owen

Special Projects Manager

City of Fort Bragg

416 N. Franklin Street

Fort Bragg, CA 95437

(707) 961-2827 ext. 109

Fax (707) 961-2802

jowen@fortbragg.com

From: Junice Gleason [<mailto:jgleason@fortbraggrealty.co>]

Sent: Friday, May 06, 2016 1:27 PM

To: Owen, Jennifer

Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Jennifer,

You are a wealth of information. Thank you so much. This will give me some direction for my research.

Have a wonderful weekend!

Junice Gleason

LIC# 01144229

From: Owen, Jennifer [<mailto:Jowen@fortbragg.com>]
Sent: Friday, May 06, 2016 12:12 PM
To: Junice Gleason <jgleason@fortbraggrealty.co>
Cc: Gregory, Natalie <NGregory@fortbragg.com>; Owen, Jennifer <Jowen@fortbragg.com>
Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Hi Junice,

We have not received the NOFA yet. CSBG promises that it will be released in May. They have scheduled NOFA workshops in May that we'll be attending, and if/when we have additional information after that, we'll distribute it to everyone. CDBG has let us know that applications will probably be due in early to mid-July.

It's great that you are ready to move forward. Fort Bragg USD used to offer vocational training when MCTV studios were located at Fort Bragg High School, and I'm sure some kids would be interested again. I believe the FBUSD program was run by the County Office of Education (MCOE). I don't know if the other schools using the Vocational Media Training funding are doing those programs in house with school district staff or working with MCOE. If schools are running these programs in house, the teacher qualifications depend upon the type of credit offered among other things. I don't know what MCOE vocational staff qualifications are. You may be able to find out by talking to the MCOE Career Technical Education director Dennis Aselyne (707-467-5127) or the local administrative Secretary Veronica Bazor at 964-9000.

Jennifer

Jennifer Owen
Special Projects Manager
City of Fort Bragg
416 N. Franklin Street
Fort Bragg, CA 95437
(707) 961-2827 ext. 109
Fax (707) 961-2802
jowen@fortbragg.com

From: Junice Gleason [<mailto:jgleason@fortbraggrealty.co>]
Sent: Friday, May 06, 2016 10:09 AM
To: Owen, Jennifer
Cc: Gregory, Natalie
Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Hello Jennifer & Natalie,

I have not heard anything regarding the release of the NOFA. Have you? Footlighters are wanting to move forward with the future use of the available 2500 sq ft in our building. We have been informed that the County will be incorporating the PEG TV stations from Fort Bragg, Ukiah & Covelo into one group. We want to incorporate

our Community Media Center concept into the group. I met with John Glasco who was hired by the County as a PEG Consultant. I introduced our concept to him and he LOVED it.

John informed me that he was bringing our concept back to the County as his recommendation for the future of PEG TV for our County. We also need to talk about the educational aspect of PEG. Fort Bragg School District is the only district in the County that is NOT utilizing the Vocational Media Training funding that is available to them from the State of CA. I spoke with Mateo Ortiz yesterday regarding the possibility of him working with the Community Media Center as a vocational trainer. He informed me that he would like to help out any way he can. What credentials would Mateo need as a vocational media trainer for the Fort Bragg School District?

So many questions I know. Please enlighten me if you have any answers to these questions.
Thank you for all you do and I hope all is well.

Junice Gleason

LIC# 01144229

Century 21 Fort Bragg Realty

707-964-2121

From: Owen, Jennifer [<mailto:Jowen@fortbragg.com>]
Sent: Monday, February 01, 2016 11:32 AM
To: Junice Gleason <jgleason@fortbraggrealty.co>
Cc: Owen, Jennifer <Jowen@fortbragg.com>; Gregory, Natalie <NGregory@fortbragg.com>
Subject: RE: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Hi Junice,

Thank you, this is what I need to bring the project forward to City Council for consideration. The venue would be very helpful to local non—profits. As I think we also discussed, an application like this is rated by CDBG partially based on “need”, and it will be compared to relative needs presented in applications from other California cities and counties. It’s hard to judge how competitive a need will be ahead of time. Also, you will want to be able to explain how you would sustain the operation – how you would pay to maintain and staff the facility; whether you would charge a fee for use, and perhaps a pro-forma profit & loss statement. This supports project “readiness” .

CDBG still hasn’t issued their NOFA (Notice of Funding Eligibility), so we’re not sure what the final parameters of the 2016 grant application will be. Once the NOFA is issued, and after I attend a NOFA information session by CDBG, I will be going to City Council to give them an update and get direction on what activities should be included in the grant application. If the NOFA is released in mid-February, I expect to go to Council in late March, but it all depends on the actual NOFA release date and the training date.

We will keep you posted as we move forward.

Thanks very much,
Jennifer

From: Junice Gleason [<mailto:jgleason@fortbraggrealty.co>]
Sent: Friday, January 29, 2016 4:08 PM
To: Owen, Jennifer
Subject: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016-REVISED

Jennifer,

I just received a call from Bryan Mann from Fort Bragg Plumbing. He informed me that the sprinkler system should have been budgeted at \$15.00 per sq. ft. NOT \$5.00 per sq. ft. The actual cost for a fire sprinkler system for the 5,000. Sq. ft. building would be \$75,000 not \$25,000. Of course Murphey's Law would state that this correction came to me after I had sent the first email. Please see REVISED Preliminary Application with a new total of \$250,000.

Thank you,

Junice Gleason

LIC# 01144229

Century 21 Fort Bragg Realty

707-964-2121

From: Junice Gleason

Sent: Friday, January 29, 2016 3:32 PM

To: 'Owen, Jennifer' <lowen@fortbragg.com>

Subject: Fort Bragg Footlighters Preliminary Application for CDBG Funding 2016

Hello Jennifer,

Hope all is well. I have finally received an estimate for proposed renovations to the Footlighters Building, and three year's operating expenses. Matson's bid came in over \$50,000., so the additional cost of a sprinkler system for the building came into play. I have filled out the form provided by you last Nov. (please see attached)
Please let me know if there is anything else I should be doing.

Thank you,

Junice Gleason

LIC# 01144229

Century 21 Fort Bragg Realty

707-964-2121