



AGENDA ITEM MEMORADUM

Item No. 17c

Town Manager's Office

Bud Bentley

Department

Department Director **BB**

COMMISSION MEETING DATE - 7:00 PM	Deadline to Town Clerk
<input checked="" type="checkbox"/> March 13, 2012	

- Presentation Reports Consent Ordinance
 Resolution Quasi-Judicial Old Business **New Business**

FY2011 DESIGNATED HIGH PRIORITY ITEM - PRIORITY TOPIC

SUBJECT TITLE: Award of Neighborhood Improvement Grant for Fiscal Year 2011-2012

EXPLANATION: We budgeted \$30,000 in the Capital Improvement Fund this year for a Neighborhood Improvement Grant (NIG). Based on the Commission's direction last year, we developed an application that explains the grant program and establishes a format for the neighborhoods to provide the information needed to evaluate their proposed project.

We solicited applications through Town Topics and the website and received two applications: one from the Bel Air Civic Association (**Exhibit 1**) and one from the Hibiscus Avenue, Allenwood Drive and Tropic Drive (**HAT**) neighborhood (**Exhibit 2**).

When we became aware that the HAT neighborhood was working on a grant submission, Town staff asked the organizers of the project if they would be willing to determine if the neighborhood residents would be receptive to a swale restoration project that would be done in conjunction with the proposed tree planting area. (Our engineers have advised us that the storm water pooling that occurs in that neighborhood could be diminished by restoration of the swales.) We advised them the swale restoration costs would be borne by the Town, and not be charged to the neighborhood improvement grant. A large majority of the property owners indicated they would be in favor of swale restoration on their property. The swale restoration project cannot be done until we get our general infrastructure contract in place, which will not occur until the summer so, if the Commission agrees that the swale program is desirable, that necessarily will push the HAT tree planting project into the next fiscal year.

A summary of the two neighborhoods' proposed grant projects and our evaluations are shown in Table 1 on the following page.



Table 1 – FY12 Neighborhood Improvement Grant Applications

		Bel Air	HAT
Project		Construct 2 entranceways w gates (similar to Terra Mar entrance.)	Tree planting program and Architectural Element after a Town swale restoration program is completed.
Grant		\$30,000	\$30,000 plus funding for swale restoration
Ranking Criteria			
1.	Previous NIG funding	No	No
2.	Furthers Town or Neighborhood goals	Yes – Neighborhood preservation and improvement	Yes – Neighborhood preservation and improvement
3.	Effect on Neighborhood	Visual upgrade; possibly inhibit unwanted traffic	Visual upgrade, improved drainage, increased tree canopy.
4.	Neighborhood funding	Requires N/hood funding as the staff believes the cost will be significant greater than \$30,000.	Staff is awaiting breakdown from neighborhood of tree cost estimates. Likely that the architectural element cannot be accomplished w/i \$30K budget.
5.	Maintenance or insurance required	Both – security gates	Town will fertilize until trees are established. Individual property owners will have to trim the trees
6.	Can be complete within one year	Yes – if the construction is bid as a total project.	No, due to Town’s desire to do swale restoration first. The neighborhood Project would have to be done in FY13.
7.	Staff time needed for project / complexity of project	<p>This project requires engineering design consultant to prepare the plans.</p> <p>Staff coordinated all of the subcontractors on the Terra Mar project, but because this involves two locations, we feel this project should be bid and built by a general contractor.</p> <p>This is a complex neighborhood project.</p> <p>Staff time should be manageable.</p>	<p>The swale project will be a Town project, but will take time to coordinate.</p> <p>The tree planting project requires a landscape architect, to prepare the planting specs, assist with the bidding and provide inspection services during construction.</p> <p>This is a somewhat complex project – interaction with all property owners is required.</p> <p>Staff time should be manageable.</p>



RECOMMENDATION: We believe both projects have merit and recommend funding for the Bel Air project be allocated from the FY12 NIG funds in the CIP and the HAT neighborhood tree planting project be budgeted in FY 2013.

We will use the Town Engineer to do a preliminary design and develop a cost estimate of construction for the Bel-Air project, then work with the neighborhood on coming to agreement on payment of the costs that exceed the \$30,000 grant budget.

Once the annual infrastructure construction bid is awarded, staff will develop a cost estimate for the HAT neighborhood swale restoration project and bring that project back for Commission approval. We can locate funds within the current CIP to retain a landscape architect to draw up the bid specs and planting plan for the HAT tree planting project.

EXHIBITS: Exhibit 1 – Bel Air Civic Association NIG Application
Exhibit 2 – Hibiscus, Allenwood and Tropic Neighborhood NIG Application

FISCAL IMPACT AND APPROPRIATION OF FUNDS:

1. Bel Air - \$30,000 from the NAG account in the FY12 CIP, which is budgeted for this purpose.
2. HAT – Funds for the swale restoration project and design of Tree Project will be identified by the Town Manager. The construction funds will be included in the Recommended FY13 NIG Budget.

Reviewed by Town Attorney
 Yes No

Town Manager Initials CA



Exhibit 1

NEIGHBORHOOD IMPROVEMENTS GRANT PROGRAM

APPLICATION

Part A: Applicant

1. Neighborhood: Bel Air Civic Association
2. Number of households in your neighborhood? 222
3. Do you have a legally-constituted homeowners, civic or neighborhood association?
Yes No

4. If yes, Name of homeowners, civic, or neighborhood association:

Bel Air Civic Association

Number of households that are members in the neighborhood association: 89

Date of State of Florida incorporation: 1-4-01

5. Attach a copy of the Association's By-Laws. Attached

6. Project contact person:

Name: David Sandon & Robert Shastany

Address: 1921 Blue Water Terrace S. Lauderdale By the Sea
Fl. 33062

Telephone Number: (Day) 954-562-7692 (Evening) 954-788-5542

Email: Bosanddave1921@aol.com

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NEIGHBORHOOD IMPROVEMENT GRANT PROGRAM

Part B: Project Information

1. Title of the Project: Bel Air Gate Entrance Project
2. Project location (attach map). Entrance to Bel Air at Coral Reef Drive and at Bel Air Drive
3. Photographs of the proposed project area (attach) Attached - Two different proposed locations at entrance to Bel Air at Old & E 15th St.
4. Explain the purpose of the proposed project. Make sure you address the following questions: What problem(s) will the project solve? What benefit will the neighborhood realize from this project?

A gated entrance to Bel Air will help deter unwanted traffic into the neighborhood & also slow the speed of the traffic that enters & exits. In addition we feel the entrance gates will help with crime in Bel Air

5. Project specifics: Describe the project in detail. Give specific design information, including any renderings, plans or sketches. For the purposes of the application, renderings or sketches of proposed signs do not need to be professionally drawn or prepared.

Bel Air Civic Association would like to duplicate the new entrance that Terra Mar has installed. Copy of the Terra Mar Entryway Project is attached.

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NEIGHBORHOOD IMPROVEMENT GRANT PROGRAM

6. To the extent the information is available, include quantities and types of materials. The more information you can provide will enable a full understanding of the project and allow the Town to develop more accurate cost estimates. *We would like to duplicate the gates + pillars that have been installed in The Terra Mar entrance*

Part C: Project Budget

Budget	Amount	Comments
Sources of Funding		
Town Funding (1)	<i>10,000</i>	
Association Cash	<i>Any money</i>	
Donated materials (2)		
Donated Professional Services		
Funding Total		
Expenses		
1.		
2.		
3.		
4.		
Expense Total		

(1) Town funding up to \$30,000

(2) Other sources may include donated materials or services such as landscaping, engineering, or surveying. *Currently the Civic Association has 4,000.00 and we intend to fund the only amount required over 30,000.*

Describe the sources of project funding. Include both Town funds and required matching funds to be supplied by the homeowners, civic or neighborhood association:

Part D: Project Maintenance

Depending on the type of improvement, the neighborhood may be responsible for the ongoing maintenance expense of an entryway project, which may include liability insurance. If maintenance is required, the Association will be required to execute a maintenance agreement prior to construction of the project. Failure on the part of the Association to maintain the improvement may result in its removal by the Town.

Describe the level of maintenance for the project that the Association will commit to provide.

Part E: Project Support

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NEIGHBORHOOD IMPROVEMENT GRANT PROGRAM

1. If an association is submitting this request
 - a. Submit association minutes, no older than one year, detailing project approval by the general membership. *attached*
 - b. Provide letters of support from the current association directors and/or board members at the time of application. *attached*
2. If there is no association, or this is not a request from the association, please submit a petition in support of the project that contains the names, addresses and signatures of homeowners in the neighborhood. *N/A*
3. Provide letters of intent from all people, organizations or companies who have pledged financial support or in-kind services to the project. *future fund req. 2/83*
4. Include a letter of support/agreement or no objection from the property owner who directly abuts the right of way/swale where the proposed improvements are to be located. (If that homeowner objects to the project, please indicate that here.)
3 letters of support.
BB

Ranking Criteria:

Projects will be ranked by staff utilizing the following criteria:

1. Neighborhoods that have not previously received funding will be given preference.
2. How the project furthers Town and neighborhood goals and/or complements other public improvements.
3. Immediate and long-term effects of the project on the neighborhood.
4. Neighborhood funding commitment for costs in excess of \$30,000.
5. Does the neighborhood have a realistic plan for maintaining the project upon completion?
6. Can the project be designed and constructed within one year?
7. Amount of staff time that will need to be devoted to project implementation. (Some projects will be more complex than others.)

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Part B: Project Information

1. Title of the Project: Hibiscus Avenue, Allenwood Drive and Tropic Drive
neighborhood beautification and enhanced drainage project.

2. Project location (attach map).

See Attached Map

3. Photographs of the proposed project area (attach).

4. Explain the purpose of the proposed project. Make sure you address the following questions: What problem(s) will the project solve? What benefit will the neighborhood realize from this project?

Purpose and Problems Addressed:

Create a pedestrian friendly environment.

Address drainage and run-off issues in our neighborhood.

The Benefits:

The beauty of our neighborhood will be increased and residents/homeowners will take more pride in their homes. Tree-lined streets offer islands of shade and create a pedestrian friendly environment. The neighborhood will be unified into a cohesive urban landscape. An attractive and desirable neighborhood always increases property values.

Allow rainwater to drain from the streets into swales. There is an eco-friendly benefit as the rainwater will not drain directly into the intracoastal. Instead the rainwater is filtered and cleaned by seeping through the sandy soil before going into the intracoastal.

5. Project specifics: Describe the project in detail. Give specific design information, including any renderings, plans or sketches. For the purposes of the application, renderings or sketches of proposed signs do not need to be professionally drawn or prepared.

Project Specifics:

Plant 2 or 3 trees in front of each home depending on the existing landscape. Specifically selected species of trees will be used in our neighborhood urban landscape. Each species will be planted in groups to enhance the unique quality, visual texture and color of each species. Please review the photos and description of the following trees.

Restore swales by enhancing the slope of the Lawn that directly abuts the street. Also remove The blacktop and gravel where needed and replace with more eco-friendly sod. Adjust existing sprinkler systems as needed.

- | | |
|--------------------|---------------------|
| 1. Sylvester Palms | 4. Pindo Palms |
| 2. Manila Palms | 5. Silk Floss Trees |
| 3. Foxtail Palms | 6. Royal Poincianas |

6. To the extent the information is available, include quantities and types of materials. The more information you can provide will enable a full understanding of the project and allow the Town to develop more accurate cost estimates.

**TOWN OF LAUDERDALE-BY-THE-SEA
NEIGHBORHOOD IMPROVEMENT GRANT PROGRAM**

Part C: Project Budget

Budget	Amount	Comments
Sources of Funding		
Town Funding (1)	\$30,000	GRANT
Association Cash		
Donated materials (2)		
Donated Professional Services		
Funding Total		
Expenses		
1. TREES	\$24,000	
2. ARCHITECTURAL ELEMENTS	4,500	
3.		
4.		
Expense Total		

(1) Town funding up to \$30,000

(2) Other sources may include donated materials or services such as landscaping, engineering, or surveying

Describe the sources of project funding. Include both Town funds and required matching funds to be supplied by the homeowners, civic or neighborhood association:

Part D: Project Maintenance

Depending on the type of improvement, the neighborhood may be responsible for the ongoing maintenance expense of an entryway project, which may include liability insurance. If maintenance is required, the Association will be required to execute a maintenance agreement prior to construction of the project. Failure on the part of the Association to maintain the improvement may result in its removal by the Town.

Describe the level of maintenance for the project that the Association will commit to provide.

Part E: Project Support

1. If an association is submitting this request
 - a. Submit association minutes, no older than one year, detailing project approval by the general membership.

TOWN OF LAUDERDALE-BY-THE-SEA
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b. Provide letters of support from the current association directors and/or board members at the time of application.

N/A
~~BB~~

2. If there is no association, or this is not a request from the association, please submit a petition in support of the project that contains the names, addresses and signatures of homeowners in the neighborhood.

42 letters of support (Exhibit A) BB

3. Provide letters of intent from all people, organizations or companies who have pledged financial support or in-kind services to the project.

4. Include a letter of support/agreement or no objection from the property owner who directly abuts the right of way/swale where the proposed improvements are to be located. (If that homeowner objects to the project, please indicate that here.)

42 letters of support.
The location of the entrance sign has not been determined BB

Ranking Criteria:

Projects will be ranked by staff utilizing the following criteria:

1. Neighborhoods that have not previously received funding will be given preference.
2. How the project furthers Town and neighborhood goals and/or complements other public improvements.
3. Immediate and long-term effects of the project on the neighborhood.
4. Neighborhood funding commitment for costs in excess of \$30,000.
5. Does the neighborhood have a realistic plan for maintaining the project upon completion?
6. Can the project be designed and constructed within one year?
7. Amount of staff time that will need to be devoted to project implementation. (Some projects will be more complex than others.)

**Good News for Homeowners on Tropic Drive, Hibiscus Avenue
and Allenwood Drive!**

We have the opportunity to upgrade and beautify the streets and our entire neighborhood!

The Town of Lauderdale-By-The-Sea has a new program in which up to \$30,000 can be spent on beautification projects in our neighborhood. In addition, the town wants to undertake swale restoration projects (at their expense) that will help alleviate storm water drainage problems from our streets and driveways. The town has identified our neighborhood as a perfect candidate for swale restoration.

Many of our neighbors on Hibiscus Avenue and Allenwood Drive have already signed a letter saying they will support swale restoration and a tree planting project along the entire length of all three streets. Imagine how beautiful it will be when the entire neighborhood is graced with many beautiful trees!

Please join us in our effort to line our streets with graceful trees and renovate the swale areas to promote better drainage from our streets and driveways.

Very Best Regards,

Tom Larson
275 Hibiscus Avenue

Carolyn Zaumeyer
276 Allenwood Drive

Lindsay Braverman
273 Allenwood Drive

As a homeowner on Tropic Drive, Hibiscus Avenue or Allenwood Drive, I agree with and support the planting of trees along our streets as well as enhancing the drainage by renovating the swale areas in front of each home.



DONALD PAGER

2/18/12

Signature

Name Printed

Date

243 TROPIC DR LBTB FL 33308

Address

October 14, 2011

Re: Good news for homeowners on Hibiscus Avenue!

We have an opportunity to upgrade and beautify our street!

The city of Lauderdale-By-The-Sea has funds available for Hibiscus Avenue to plant Foxtail Palms along our entire street! In addition to the trees, the drainage will also be improved. All this will be done at no cost to the homeowners. Once completed, the city would like to use Hibiscus Avenue to showcase what can be done to beautify our city street by street.

Not only will this plan create a tree-lined avenue we all can enjoy, but a well-landscaped tree-lined street always has more value than a street barren of trees and plants.

Please support our project by signing this letter.

Very Best Regards,

Tom Larson / 954-675-6116
275 Hibiscus Avenue

As a homeowner on Hibiscus Avenue I agree and support the planting of trees along Hibiscus Avenue, as well as enhancing the drainage from driveways and the street.

	SHEILA GRADOWSKI	10/15/11
Name (Signature)	Name (Printed)	Date
Address 28K HIBISCUS AVE, L-B-T-S-		