



To: Honorable Mayor and Village Council

Date: September 11, 2013

From: Ron E. Williams, Village Manager

Re: Florida Highway Beautification
Council Grant Application Grant
Program

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO APPLY FOR AND ACCEPT A HIGHWAY BEAUTIFICATION GRANT, AND ENTER INTO A HIGHWAY BEAUTIFICATION COUNCIL GRANT, LANDSCAPE CONSTRUCTION, AND MAINTENANCE MEMORANDUM OF AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION; FURTHER AUTHORIZING THE VILLAGE MANAGER TO EXECUTE DOCUMENTS NECESSARY TO EFFECTUATE THE INTENT AND PURPOSE OF THIS RESOLUTION AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS:

Each year, the Florida Department of Transportation (FDOT) provides grant funding to cities and counties for highway beautification plantings. Deadline for submitting applications is October 1, 2013 and awards are decided upon after the first of the year.

FDOT is constructing highway landscape projects with nearly \$30 million allocated each year by the Florida Legislature. FDOT's first priority in the design, construction, and maintenance of every highway landscape project is safety. In addition, it is expected that landscape projects be cost effective, aesthetically pleasing, compatible with Florida's ecology, and practical to maintain. FDOT defines a highway landscape project as any planned or actual landscape or landscaping on Department right of way, including construction or installation, planning, beautification, and maintenance thereof, by a local government entity, non-governmental entity, or abutting private property owner.

The Village of Palmetto Bay desires to partner with FDOT in an effort to improve and evolve the landscape along the US-1 corridor located within the boundaries of the Village of Palmetto Bay. A highway beautification project of this nature is critical in addressing the curb-appeal of the Village of Palmetto Bay. The landscape improvements proposed will provide and instantly create a welcoming and enjoyable experience to visitors and residents with landscape safely placed along this highly traveled state road and also identify the gateway points into the Village (Florida's most visible landscapes). As a Tree City USA and Growth City it is important for the Village to seek supplementary resources for the

enhancement and progression of our urban forestry program. The Department of Public Works is seeking Village Council support for the submission of an application to the State of Florida for the Florida Highway Beautification Council Grant Application.

A 50/50 match is required (50% grant/50% applicant). The Department of Public Works has funding in an amount of \$35,000 allocated for the Village's forestry program and the Planning and Zoning Department has \$10,000 from the Landscape Mitigation program. If funding is awarded, monies in an amount up to \$90,000 will be used to fund the installation of landscape designed for placement within the rights of ways and medians on that stretch of US-1 from south of SW 136th ST to north of SW 184th ST.

It is recommended that the Village Council approve a resolution authorizing the submittal of an application for an FDOT highway beautification grant in an amount not to exceed \$90,000 and further authorizing the Village Manager to execute all documents necessary to effectuate the intent and purpose of this resolution.

FISCAL/BUDGETARY IMPACT:

The Village's 50% match will be funded by \$35,000 which is budgeted on an annual basis for the Village's forestry program as a requirement of the Urban Forestry Tree City USA recognition program, and the Planning and Zoning Department has \$10,000 from the Landscape Mitigation program.

RECOMMENDATION:

Approval is recommended.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO APPLY FOR AND ACCEPT A HIGHWAY BEAUTIFICATION GRANT, AND ENTER INTO A HIGHWAY BEAUTIFICATION COUNCIL GRANT, LANDSCAPE CONSTRUCTION, AND MAINTENANCE MEMORANDUM OF AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION; FURTHER AUTHORIZING THE VILLAGE MANAGER TO EXECUTE DOCUMENTS NECESSARY TO EFFECTUATE THE INTENT AND PURPOSE OF THIS RESOLUTION AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, many roadside areas and median strips within Department of Transportation rights of way must be maintained and attractively landscaped; and

WHEREAS, the Village of Palmetto Bay beautifies and improves various rights of way by landscaping within the Village of Palmetto Bay; and

WHEREAS, a 50/50 match is required (50% grant/50% applicant); and

WHEREAS, the Department of Public Works has funding in an amount of \$35,000 allocated for the Village's forestry program and the Planning and Zoning Department has \$10,000 from the Landscape Mitigation Program; and

WHEREAS, if funding is awarded, monies in an amount up to \$90,000 will be used to fund the installation of landscape designed for placement within the rights of ways and medians on that stretch of US-1 from south of SW 136th ST to north of SW 184th ST; and

WHEREAS, the Mayor and Village Council of the Village of Palmetto Bay wish to authorize the Village Manager to apply for a Highway Beautification Council Grant from the Florida Department of Transportation, and if awarded, to accept the grant, and enter into a Highway Beautification Grant, Landscape Construction, and Maintenance Memorandum of Agreement between the Village of Palmetto Bay and the Florida Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The Mayor and Village Council of the Village of Palmetto Bay hereby authorize the Village Manager to apply for a Highway Beautification Council Grant from the Florida Department of Transportation, and if awarded, to accept the grant, and enter into a Highway Beautification Grant, Landscape Construction, and Maintenance Memorandum of Agreement between the Village of Palmetto Bay and the Florida Department of Transportation.

Section 2. The Village Clerk of the Village of Palmetto Bay is hereby directed to send copies of this Resolution to the Department of Transportation and all other persons as directed by the Mayor and Village Council.

Section 3. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this _____ day of September, 2013.

Attest: _____
Meighan Alexander
Village Clerk

Shelley Stanczyk
Mayor

APPROVED AS TO FORM:

Eve Boutsis
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Tim Schaffer _____

Council Member Joan Lindsay _____

Vice-Mayor John DuBois _____

Mayor Shelley Stanczyk _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
FLORIDA HIGHWAY BEAUTIFICATION COUNCIL
GRANT APPLICATION

General Instructions: Statutory requirements for the Florida Highway Beautification Council Grant Program are found in Section 339.2405, Florida Statutes. Within Rule Chapter 14-40, Florida Administrative Code, are sections dealing with the grant application process, grant award process, and funding, construction, and maintenance of beautification projects. These documents can be reviewed on Florida's Highway Beautification Programs website, <http://www.dot.state.fl.us/emo>.

Please complete all items in this application. All attached pages must be typed on 8 1/2 by 11 inch pages. Attached sketches, photographs, conceptual plans, and maps must be on sheets no larger than 24 x 36 inches. Any document larger than 8 1/2 x 11 inches must be folded. Rolled documents will not be forwarded to the Florida Highway Beautification Council.

To be eligible for a grant, ten copies of the completed application form and supporting documents must be received by the Grant Coordinator by the end of business on October 1. Late or incomplete applications will not be accepted. Please maintain a file with at least one copy, with original signatures, of all documents. Questions should be directed to the Grant Coordinator. A Directory of Grant Coordinators is posted on the program website.

APPLICANT INFORMATION:

Applicant Name: _____
Contact Name: _____
Position or Title: _____
Address: _____
Phone #: _____ E-Mail Address: _____
Federal Employer Identification (F.E.I.) Number of Applicant: _____
Participating Organization(s): _____

This application is for a grant in which fiscal year? (i.e., 2004-05)

PROJECT INFORMATION: Should be provided with the following supporting documents:

1. location map
2. photographs of existing conditions
3. one page written project narrative
4. written or graphic conceptual plan (in accordance with Rule Chapter 14-40 Part I)
5. one paragraph description of each evaluation attribute
6. photographs or sketches of examples of proposed improvements
7. list of proposed plant species (scientific and botanical names) and anticipated quantities
8. anticipated maintenance schedule
9. proposed means of providing supplemental water
10. project schedule
11. required resolutions

The following information is for use by the Council to score and rank the grant applications.

County: _____ City: _____
 U.S. / S.R. #: _____ Local Name: _____
 Length of Project: _____ (Miles or Feet)
 From: _____
 (Must indicate mileposts and visible landmarks, i.e. intersections)
 To: _____
 (Must indicate mileposts and visible landmarks, i.e. intersections)

Summary of Eligible Grant Project Costs (to be paid for by the Grant):

Sprinkler/irrigation system (purchase/Install)	\$	_____
Plant materials, fertilizer, soil amendments	\$	_____
Labor for installation of the plantings	\$	_____
ESTIMATED TOTAL ELIGIBLE GRANT COSTS:	\$	_____

Summary of Applicant Matching Project Costs (Local Government Share, not including continuing maintenance):

Design fee (max 10% Total Project Cost)	\$	_____
Plant materials	\$	_____
Water (trucked or irrigation system)	\$	_____
Labor for installation (include estimate of volunteer labor costs)	\$	_____
Establishment period costs (labor etc.)	\$	_____
Other (identify) _____	\$	_____

ESTIMATED TOTAL APPLICANT MATCHING COSTS:	\$	_____

ESTIMATED TOTAL PROJECT COST:

\$	_____
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ANNUAL MAINTENANCE: The following information is requested primarily for use by the applicant. The Florida Highway Beautification Council will review the data and compare it to the project conceptual plans in order to recommend funding for low maintenance projects.

SUMMARY OF APPLICANT'S ANTICIPATED/ANNUAL MAINTENANCE COSTS:

Water	\$	_____
Sprinkler/irrigation System	\$	_____
Landscaped Areas	\$	_____
Safety	\$	_____
ESTIMATED TOTAL ANNUAL MAINTENANCE COST:	\$	_____

APPLICANT ASSURANCES: The person preparing this Application should initial each of the following to indicate that the Application is complete.

_____ If Applicant is a local Highway Beautification Council, evidence of local government approval of this application is attached. **(Resolution #1)**

_____ The local governing body agrees to execute necessary agreements that will include the details of the responsibilities of both the Department and the local government appropriate to this project if a grant is awarded. **(Resolution #2)**

_____ The Application is being transmitted to the **District Highway Beautification Council Grant Coordinator** having jurisdiction over the state highway on which the beautification project is proposed.

_____ All supporting documents are attached.

_____ The project will meet all the Department of Transportation requirements for safety pursuant to Rule 14-40.003, as related to the placement of plant materials within the right-of-way, line of sight obstructions, and sight distance.

_____ The local governing body **understands the attributes** to be used by the Highway Beautification Council to prioritize all projects (listed in the last section of this form), and has addressed each attribute to the maximum extent possible.

The undersigned, hereby certifies that all requirements of the grant program are understood, and that all information provided with this grant application is true and correct, and represents the desires of the local government entity where the project will be installed.

Signature: _____ Date: _____

Title: _____

END OF APPLICANT SECTION

This section to be completed by FDOT District Highway Beautification Council Grant Coordinator

Has this applicant been the recipient of previous grants from the Florida Highway Beautification Council?
 Yes _____ No _____

If Yes, have previous grant projects been maintained according to terms of agreements?
 Yes _____ No _____

If Yes, the applicant is eligible to submit the grant application.

Comments:

The Grant Coordinator verifies that the application was received from an eligible applicant on or before the October 1 application deadline, and that the application meets all of the requirements of Rule 14-40.020, Florida Administrative Code.

_____ Signature of Grant Coordinator _____ Date

By November 1, the Grant Coordinator shall send to the State Transportation Landscape Architect, via interoffice mail, eight copies of each application.

This section to be completed by each member of Florida Highway Beautification Council
 Each of the attributes listed below can earn up to Ten points.
 The application can earn up to 100 total points.

Score	Attribute
_____	1. Aesthetic value and imaginative concept
_____	2. Level of local support and community involvement
_____	3. Cost effectiveness
_____	4. Feasibility of installation and maintenance
_____	5. Contribution to improvement of environmental conditions, including litter prevention, erosion control, visual screening, and noise abatement
_____	6. Use of Florida native wildflowers, and diversity of other desirable native, hybrid native, or noninvasive plant species
_____	7. Emphasis on low maintenance and water conservation
_____	8. Use of recycled materials such as mulch, reuse water, or solid yard waste compost
_____	9. Contribution to an area wide or regional beautification plan
_____	10. Value to the community
_____	Total Score