

ORDINANCE NO. 01-52

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, AUTHORIZING THE EXPENDITURE OF COUNTY FUNDS FOR A NEIGHBORHOOD ENHANCEMENT GRANT PROGRAM CONSISTENT WITH MANATEE COUNTY ORDINANCE 89-01 (2020 Manatee County Comprehensive).

FILED FOR RECORD  
H.B. STATE CLERK  
MANATEE COUNTY  
SEP 24 4 40 PM '00

WHEREAS, the Board of County Commissioners held a workshop on September 12<sup>th</sup>, 2000 and were briefed on the Neighborhood Enhancement Grant program; and

WHEREAS, the Board of County Commissioners approved the 2000-2001 annual budget at a public hearing on September 19<sup>th</sup>, 2000 (Resolution # B-01-03) that included funding for the Neighborhood Enhancement Grant Program; and,

WHEREAS, the Board of County Commissioners finds that the Neighborhood Enhancement Grant Program serves a valid public purpose by increasing the quality of life in Manatee County; and,

WHEREAS, the Board of County Commissioners recognizes that each individual neighborhood is an integral part of Manatee County as a whole; and,

WHEREAS, the Board of County Commissioners recognizes social interaction through community events strengthens neighborhood ties; and,

WHEREAS, to promote the Neighborhood Enhancement Grant Program, the Board of County Commissioners shall waive associated County fees for site plan/building permit/right-of-way use permit/well construction permit review/issuance on projects that receive funding approval; State permitting fees shall not be waived; and,

WHEREAS, the County recognizes the important role that neighborhoods play in increasing the quality of life and further recognizes that many older neighborhoods within Manatee County are without a formal neighborhood/homeowners association; and,

WHEREAS, staff will provide assistance in the initial neighborhood organization efforts to aid in the establishment of a neighborhood/ homeowner association; and,

WHEREAS, the goal of the Neighborhood Enhancement Grant Program is to further the goals of the 2020 Manatee County Comprehensive Plan (Goal 2.9 Residential Communities which contribute to a high quality of life), encourage stronger communities and improve the quality of life, especially in older neighborhoods, in Manatee County; and

FILED  
SEP - 14 AM 10:53  
CLERK OF THE STATE  
MANATEE COUNTY

**WHEREAS**, the Board of County Commissioners has considered this Ordinance and determined that the expenditure of public funds for purposes of this grant program would accomplish and provide a valid public purpose;

**NOW, THEREFORE** be it ordained by the Board of County Commissioners of Manatee County, Florida, as follows:

**SECTION 1. PURPOSE**

- a. It shall be the purpose of the Neighborhood Enhancement Grant Program to increase the quality of life in Manatee County by promoting neighborhood pride, a sense of community and enhancing and beautifying neighborhoods. The scope of the Program will have a positive and beneficial impact on the entire County.
- b. It shall be the purpose of this Ordinance to promote, make known and engender goodwill, participation and cooperation of organized neighborhoods, neighborhood associations, homeowner/condo associations, law enforcement recognized neighborhood crime watch groups and other organizations/groups as deemed appropriate, in the Neighborhood Enhancement Grant Program for Manatee County.
- c. Each expenditure of funds will be governed by the Policy Structure. The Policy Structure for the Neighborhood Enhancement Grant Program is included as Exhibit A and made part of this Ordinance.

**SECTION 2. EXPENDITURES AUTHORIZED**

- a. The expenditures to be made pursuant to this Ordinance are to provide matching funds for neighborhood improvements/programs that enhance the overall quality of life in neighborhoods throughout Manatee County. Additional expenditures are for the cost of a Recognition Tour and any other expenses related to the promotion of the Neighborhood Enhancement Grant Program countywide.
- b. Grant matching funds will be disbursed on a "reimbursement" and/or "purchase order" basis in accordance with the terms and procedures of the Clerk of the Circuit Court.
- c. Applicant is responsible for obtaining all necessary site plan/building permit/development approvals. The associated County fees for site plan/building permit/ right-of-way use permit/well construction permit review/issuance will be waived on projects that receive funding approval.

**SECTION 3. APPROVAL OF EXPENDITURES**

Any expenditure of this program for the purposes listed above must fall within the approved budgetary allotment for the fiscal year. The County Administrator is hereby granted the authority to develop and maintain procedures outlining operational aspects to be followed for authorization and approval of expenditures. Any money not expended during the fiscal year shall be carried forward to the next fiscal year for disbursement.

**SECTION 4. EFFECTIVE DATE**

This Ordinance shall take effect immediately upon filing with the Office of the Secretary of State, Florida Department of State.

**PASSED AND DULY ADOPTED**, with a quorum present and voting, by the Board of County Commissioners of the County of Manatee, Florida, this the 28<sup>th</sup> day of August, 2001.

BOARD OF COUNTY COMMISSIONERS  
OF MANATEE COUNTY, FLORIDA

By: \_\_\_\_\_

*Joe McClash*  
Chairman

ATTEST: R.B. SHORE  
Clerk of the Circuit Court

By: \_\_\_\_\_

*Susan Romina*



## EXHIBIT A

### Neighborhood Enhancement Grant Program POLICY STRUCTURE

#### 1. WHO CAN APPLY

Any homeowner/condo association, neighborhood association or law enforcement recognized neighborhood crime watch groups. If the association/organization/group is not incorporated, an authorized individual must be willing to be responsible and liable for the grant.

Non-profit organizations are eligible to apply if project qualifies as a "Neighborhood Enhancement" Non-profit organizations are encouraged to partner with neighborhoods.

#### 2. GRANT AMOUNT

Maximum grant amount is **\$2,500.00** per applicant/neighborhood.

Neighborhoods previously awarded matching grant funds are eligible to apply for funding each year (previously funded project must be successfully completed), however, new neighborhood projects will be given priority.

Same projects (annual events/activities/projects, etc.) will be funded one time only unless there are no other acceptable applicants in future cycles.

Grant funds will be disbursed on a "reimbursement" (applicant/neighborhood will be reimbursed for eligible paid expenses) and/or "purchase order" (a purchase order will be issued to obtain eligible goods/supplies) basis in accordance with the terms and procedures of the Clerk of the Circuit Court.

#### 3. MATCHING FUNDS/SWEAT EQUITY

Matching funds must be **equal to or exceed** the grant amount.

Matching funds/sweat equity can be:

- donated professional services, materials and/or supplies (at fair market value)

- volunteer labor (valued at \$10.00 per hour)

- cash

- landscape maintenance cost for the first year (maximum 1 hour per week)

x \$10/hr x 52 weeks = \$520.00)

**4. SITE PLAN/BUILDING PERMIT/RIGHT-OF-WAY USE PERMIT/WELL CONSTRUCTION PERMIT**

Applicant is responsible for obtaining all necessary site plan/building permit/development approvals. The associated County fees for site plan/building permit/ right-of-way use permit/well construction permit review/issuance will be waived on projects that receive funding approval.

**5. MINIMUM REQUIREMENTS FOR FUNDING**

Be completed **within 12 months** of funding approval.

Expenditures shall be primarily for a valid public purpose in accordance with Section 10, Article VII of the State Constitution.

Project must provide countywide benefits through neighborhood improvements.

No project shall be for private benefit.

Must demonstrate the direct support of the neighborhood residents affected by the project.

Projects only - not for on-going repair/ maintenance/ operational costs or multi-phased projects.

Landscaping/tree plantings/signs located on public land (right-of-way). Funding may be possible for landscaping/tree plantings/signs within open space-common area if located at an entranceway and /or is highly visible to the traveling public (located along a major roadway/thoroughfare). Each project will be reviewed on a case-by-case basis. Project must serve a valid public purpose and provide a clear public benefit, and such public benefit and purpose must be paramount to any incidental private benefit.

**6. TO BE ELIGIBLE, THE PROJECT SHALL FURTHER THE GOALS OF THE COMPREHENSIVE PLAN, CREATE AND MAINTAIN STRONGER COMMUNITIES AND:**

Improve the health and safety of residents

Address a noted neighborhood deficiency

Provide a clear public benefit

Provide a valid public purpose

Protect/enhance the environment

Have significant neighborhood support and involvement from residents

Be consistent with neighborhood plans (if any)

Promote neighborhood self-help efforts

Enhance the aesthetics of the neighborhood

Additional criteria may be employed as determined by the Review Committee

## **7. EXAMPLES OF ELIGIBLE PROJECTS**

Low water use landscaping/tree plantings

Neighborhood entry-way monuments and/or identification signs

Decorative street furniture/street lighting

Traffic calming devices

Special events/neighborhood wide activities/festivals (one time only funding)

Mitigation efforts such as retrofit/harden community building for emergency shelter

Wetland and Upland protection/enhancement

Environmental enhancement/protection

Educational efforts such as literacy, tutoring and mentoring programs

Historic preservation/interpretation

Connection/improvement of bike and pedestrian ways

Creation of community spaces/focal points

Water conservation projects

Other projects as deemed appropriate by the Review Committee

Projects "internal to gated communities" such as landscaping, lighting, traffic calming, decorative street furniture, etc., are not eligible for grant funding because they would be primarily for private benefit. However, exceptions such as retrofit/harden community building for emergency shelter, wetland/upland protection/enhancement or environmental protection/enhancement, which provide a clear public benefit, may be considered for grant funding. Each project will be reviewed on a case-by-case basis. Projects must serve a valid public

purpose.

**8. EXAMPLES OF PROJECTS NOT ELIGIBLE FOR FUNDING or as MATCHING FUNDS**

Projects which primarily benefit private interests

Projects where no matching funds are provided

Applications that are submitted after the deadline date

Salaries/operating/maintenance expenses such as gasoline/ fuel expenses; utility costs (electric, power, phone, etc); and/or repair costs.(1<sup>st</sup> year landscape maintenance cost is eligible as part of matching funds = \$520.00 maximum match amount)

Volunteer hours patrolling neighborhoods as part of a crime watch group or other similar type group cannot be claimed as sweat equity/matching funds.

Time preparing grant application, obtaining bids, preparing site plans, project planning, etc. cannot be claimed as sweat equity/matching funds.

Projects requiring on-going funding

Annual events/projects (one time only funding)

For-profit service providers and government entities

Facility Investment Fees (FIF)/Deposit/Hook-Up Fees for water/sewer/irrigation cannot be waived (unincorporated Manatee County). However, grant funds or matching funds can be utilized for payment of the FIF and Hook-Up Fees. The deposit must be paid by the applicant/neighborhood - separate from the grant proposal.

**9. PROJECT WILL BE EVALUATED ON**

Planning and scope of proposed project

Level of neighborhood participation

Demonstrated need for the project

Visibility of the project

Prior investments in the area

Ranking criteria, to determine eligibility, may be implemented if necessary

**10. REPORTING**

A Quarterly Accounting Report will be required from applicant/ neighborhood if more than one disbursement is required.

A Final Report, closing out the project, is required from each applicant/neighborhood approved for funding. The Final Report shall include details of the project, pictures/video/ documentation (if applicable) and a brief description of how the project brought the neighborhood/community together. The Final Report is required prior to or concurrent with final disbursement request.

**11. STAFF ASSISTANCE**

Staff will provide assistance in organizing and defining neighborhoods.

**12. REVIEW COMMITTEE**

A committee consisting of representatives from various county departments, Community Services, Planning, Building, Project Management, Transportation, Utilities Operations, Sheriff's Office, Environmental Management, Public Works, Parks and the Office of Financial Management, will review projects and approve or deny funding for the projects based on the grant program criteria.

If necessary, the review committee will consult with the municipalities regarding projects located within their respective jurisdictions.

**11. FUNDING AWARDS**

The Review Committee will make recommendations for funding of projects and present those findings to the Board of County Commissioners for final approval.

**12. SUMMARY REPORTS**

A Summary Report will be presented to the Board of County Commissioners identifying projects approved for funding as determined by the Review Committee. A Final Report will be presented to the Board of County Commissioners after projects are completed for that year.

**13. RECOGNITION TOUR**

After completion of the grant projects (projects must be completed within 12 months of funding approval) a Recognition Tour will visit various sites around the county to highlight and promote the success of the program.



STATE OF FLORIDA, COUNTY OF MANATEE  
This is to certify that the foregoing is a true and correct copy of the documents on file in my office.  
Witness my hand and official seal this 29<sup>th</sup> day of August, 2001  
R.B. SHORE  
Clerk of Circuit Court  
By: Marianne J. [Signature] D.C.



Municipal Code Corporation  
info@mail.municode.com  
PO Box 2235  
Tallahassee, FL 32316-2235

Supplement 50

09/11/2001

We have received the following material through hard copy. Thank you for your assistance and cooperation.

Ordinance Nos. 01-44, 01-45 and 01-52. Resolution Nos. R-01-195, R-01-199, R-01-202 and R-01-197.

800-262-2633 fax 850-575-8852 BJJ  
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**RECEIVED**  
SEP 13 2001  
SWITCHBOARD

TO:  
Mr. R.B. "Chips" Shore  
Clerk Of Circuit Court  
Manatee County  
PO Box 25400  
Bradenton, FL 34206



DIVISIONS OF FLORIDA DEPARTMENT OF STATE  
Office of the Secretary  
Division of Administrative Services  
Division of Corporations  
Division of Cultural Affairs  
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Division of Library and Information Services  
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FLORIDA DEPARTMENT OF STATE  
**Katherine Harris**  
Secretary of State  
DIVISION OF ELECTIONS

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SEP 06 2001

BOARD RECORDS

September 4, 2001

Honorable R. B. Shore  
Clerk of the Circuit Court and Comptroller  
Manatee County  
Post Office Box 1000  
Bradenton, Florida 34206

FILED FOR RECORD  
R.B. SHORE  
CLERK OF CIRCUIT COURT  
MANATEE COUNTY  
SEP 6 3 53 PM '01

Attention: Diane E. Vollmer

Dear Mr. Shore:

Pursuant to the provisions of Section 125.66, Florida Statutes, this will acknowledge receipt of your letters dated August 30, 2001 and certified copies of Manatee County Ordinance Nos. 01-44, 01-52, PDMU-01-02(Z)(G), PDR-01-02(Z)(G), PDR/PDC-96-03(Z)(G)(R4), Z-01-08 and Z-01-10, which were filed in this office on September 4, 2001.

As requested, the original date stamped copies are being returned for your records.

Sincerely,

Liz Cloud, Chief  
Bureau of Administrative Code

LC/mp

Enclosure

BUREAU OF ADMINISTRATIVE CODE

The Elliot Building • 401 South Monroe Street • Tallahassee, Florida 32399-0250 • (850) 488-8427  
FAX: (850) 488-7869 • WWW Address: <http://www.dos.state.fl.us> • E-Mail: [election@mail.dos.state.fl.us](mailto:election@mail.dos.state.fl.us)