

Date:

Rebuild Florida CDBG - Mitigation General Planning Support Program Application

Official Project Title

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Applicant Information

Official Applicant Entity Name:				FEIN #:		
Primary Project Contact Name:				DUNS #:		
Title:			E-mail:			
Mailing Address:					Phone Number:	
City:		State:		Zip Code:		
Please list co-applicant entities if any:		Contact Person:		E-mail Address:		

Project Description (2,500 word limit)

Write an overview/summary of the project being proposed:
 1) State the project purpose, area of benefit and a description of the proposed activity. 2) Specify the risk(s) that will be mitigated by completion of this project. 3) Describe how the work will be done and the team that will do it. 4) Explain the method used to determine project funding requirements. 5) Describe anticipated outcomes. 6) Has a comprehensive plan already been created? If yes, describe how the proposed plan or activity will integrate with the comprehensive plan and attach the Executive Summary of the comprehensive plan.

Insert Attachment:		Please title zip folder: EntityNamePD_GPS
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Community Value (1,500 word limit)

Describe: The project's value to the community in normal circumstances and in times of natural disasters. Include: The community lifelines served this project; How the project enhances community resilience; Public notice of the planned project; and Community involvement in the project planning process.

Insert Attachment:		Please title doc: EntityNameCV_GPS
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Capacity Plan (1,500 word limit)		
<p>Provide a strategic plan overview that addresses goals, stakeholders, the work plan, (major tasks and deliverables), resources (staffing and budget) and monitoring/quality controls. Identify the staff members who will be responsible and/or positions that will be filled for the GPS project management and maintenance. Provide a short profile on each person on your current staff who perform project-related tasks and a position description for any new hires who will be assigned to project work. If your project will require specific tools or skilled personnel, such as mapping do you have the capabilities and the staff to complete your plan? Attach a Word document with the planning team's CV/resumes into the zip folder. Describe the circumstances under which this plan will be updated and detail how subsequent updates will be funded.</p>		
Insert Attachment:		Please title zip folder: EntityNameCP_GPS

Implementation Plan		
<p>Use the Implementation Plan Template provided in Appendix D to prepare a chronological timeline for the entire life of the project that organizes work into logical, manageable tasks and deliverables.</p>		
Insert Attachment:		Please rename template: EntityNameIP_GPS

Budget		
<p>Include your project budget using the Budget Worksheet provided as Appendix E (and in the GPS Application, Appendix A). Ensure your budget is reasonable, appropriate and accurate. Are the budgeted items consistent with the project description and tasks? Does the amount requested fall within the GPS's allowable minimum (\$20,000) and maximum (\$10,000,000)? Ensure there is no duplication of benefits.</p>		
Insert Attachment:		Please rename template: EntityNameBudget_GPS
Is there any duplication of benefits?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<p>All funds identified for use on your project must be fully disclosed and detailed to ensure budget accuracy and no duplication of benefits.</p>		
Will funding – other than CDBG-MIT funding – be used to fund this project? If yes, detail the anticipated or committed funds in the Leveraged Dollars section.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

Leveraged Dollars

If your project involves the qualified use of matching or leveraged funds or services, describe the specifics of leveraged fund/service usage. Are there local or other funds available to address the proposed project in whole or in part? If yes, report all sources of funding and the amount available. Disclose sources and uses of non CDBG-MIT funds. What other federal, state and/ or local entities have you contacted concerning funding for the proposed project and what were the results? Put "N/A" if this section is not applicable to your project.

[Empty response area for Leveraged Dollars section]

Compliance

According to 84 FR 45838 August 30, 2019 Section V.A.(18), "The State shall make reviews and audits, including on-site reviews of any subrecipients, designated public agencies and local governments, as may be necessary or appropriate to meet the requirements of section 104(e)(2) of the HCDA, as amended, as modified by this notice. In the case of noncompliance with these requirements, the State shall take such actions as may be appropriate to prevent a continuance of the deficiency, mitigate any adverse effects or consequences, and prevent a recurrence. The State shall establish remedies for noncompliance by any designated subrecipients, public agencies, or local governments."

Can you certify to comply with state and federal register regulations as outlined in 84 FR 45838? Yes: No:

Sign and Date

- As the primary entity contact for this project, I certify:
- A. All staff, contractors, vendors and community partners of our mitigation initiative:
 1. Will comply with all HUD and Florida requirements in the administration of the proposed CDBG-MIT funded activities;
 2. Will work in a cooperative manner to execute the Subrecipient Agreement that provides the pathway for successful CDBG-MIT program(s) and/or project(s) and;
 - B. All information submitted in this Application is true and accurate.

Signature:

Date:

Print button will only print application and not attached documents. Submit button will deliver application to email to the cdbg-mit@deo.myflorida.com. Please attach all relevant documents to this email.

Print Application

Submit Application

City of Avon Park Stormwater Master Plan

PROJECT DESCRIPTION

The City of Avon Park is located in Highlands County which is in a Rural Area of Opportunity. The population is approximately 8,836+, of which, over 50% are LMI by census. The City of Avon Park desires to develop a comprehensive Stormwater Master Plan (SWMP) for the purpose of taking a holistic approach of addressing flood and water quality issues within the City and identifying and prioritizing capital improvement projects that will target these issues. The SWMP includes specific tasks to gather existing hydrologic and hydraulic data, perform an inventory and condition assessment of the existing stormwater infrastructure, complete a data driven analysis to determine locations where flooding and water quality concerns are present, develop strategies to mitigate these issues, assess feasibility and generate costs, and produce a prioritized list of current/future improvements and hardening projects.

The City has not developed a SWMP in the past, nor does the City have a firm grasp on all stormwater infrastructure and its condition. This is critical, as much of the infrastructure is aging and likely meeting or exceeding its useful life.

Risks to be mitigated by completion of this project include:

- Potential health risks due to poor water quality in recreational lakes.
- Degradation of natural features due to poor water quality.
- Future flooding issues due to aging infrastructure,
- Localized flood issues that are not captured by more regional scale models.

The project work would be completed through the development of a SWMP, which will provide for a much-needed inventory of the City's existing stormwater assets and their associated current condition. This will allow the City to better manage, maintain, and improve their current system, mitigating future water quality and flooding issues. This master plan will take a science and data driven approach to identify areas within the City with either water quality or flooding issues. The Project team will be comprised of City Public Works, Building, Planning and Zoning staff, supplemented with their Planning & Design Consultant (Kimley-Horn) and Engineering Consultant (Cool and Cobb).

Project funding requirements were developed by Planning & Design Consultant (Kimley-Horn) and Engineering Consultant (Cool and Cobb), in conjunction with the City input on available in-house resources.

Upon completion, the City will have a SWMP that gives an accounting of locations of flooding/water quality concerns, recommended mitigation, feasibility access, future costs, current/future growth/expansion of the infrastructure system, and hardening needs.

The SWMP will get integrated into the CIP and the Comp Plan through the simultaneous updates to the Comp Plan, LDR and CIP proposed on separate project. The Stormwater Master Plan will be updated every five years.

City of Avon Park Stormwater Master Plan

COMMUNITY VALUE

In normal circumstances, this Stormwater Master Plan (SWMP) will help the City better utilize its resources. Meaning taxpayer dollars will be spent on projects that have the greatest benefit/cost ratio. Additionally, the updated stormwater inventory enables the City to balance life-cycle costs such that maintenance crews can focus on maintaining stormwater structures in good condition and replacing those structures meeting or exceeding their useful life. When natural disasters occur the SWMP will benefit the City in two major ways. 1) Projects that are identified in the CIP, that are constructed, will reduce the risk of structures, roads (including evacuation routes) from being flooded. 2) The SWMP will provide a picture of the City's infrastructure and assets, allowing the City to manage that infrastructure pre- and post- natural disaster.

The critical community lifelines to be addressed through this project are hazardous materials, food, water and shelter and transportation, including the potential of delays and closures during a disaster due to flooding. The development of a SWMP enhances community resiliency by providing the City with a roadmap that prioritizes recommended improvements for system reliability, safety, mitigation, sustainability and address current/future system needs in a cost-effective manner.

The City plans to involve the community in the proposed SWMP project through advertisement on the City's public webpage, including the Draft Application, and a newspaper advertisement of the Notice of Public Comment, both of which will allow for a 14-day comment period. For non-English speaking residents, Spanish and Haitian Creole versions will be made available upon request.

City of Avon Park Stormwater Master Plan

CAPACITY PLAN

Project goals, to prepare a Stormwater Master Plan, (SWMP) that provides City with crucial inventory of existing stormwater assets / current condition, allowing better management of stormwater infrastructure, maintenance, system improvements, mitigate future water quality issues, flooding issues, improvements/needs for customers and current/future growth/expansion of infrastructure system.

Major tasks:

<u>TASK</u>	<u>DELIVERABLE</u>
➤ Data Collection/Analysis Update SW GIS files	Stormwater GIS Database, ID Data Gaps
➤ Infrastructure Field Collection	Structures map, Photo / field documentation.
➤ Modeling/development SW Mgmt. Impvmt. Existing conditions baseline Hydraulic/Hydrological Models	Draft / final Model Calibration report.
➤ Analysis Without Stormwater Management Improvements	Inundation Mapping, Existing Conditions, Service Mapping, Pollutant Load Mapping
➤ SW Improvements	Ranking criteria, Inundation Mapping, Service / Pollutant Load Mapping.
➤ SWMP	Draft / final SWMP

Stakeholders: City Council, staff, citizens, businesses of the City.

Responsible team members: City Manager, Utility Director, City Clerk / Finance Director.

Mark Schrader, City Manager – Former Chief Deputy / U.S. Marshall. Education – MBA.

Kimberly Gay, City Clerk – Master Municipal Clerk, Certified Business Tax Official, Florida Certified Records Manager.

Daniel Zimolzak, Finance Director – Former President/CEO of Toledo Metro Credit Union. MBA.

Rick Reed, Utility Manager – Experience in back flow, wastewater & water plants.

Skills to complete the SWMP plan, grants administration and engineering, will be procured through CDBG compliant RFP process.

The City proposes updating SWMP every five years, funded through Utilities CIP funding.

FL CDBG Mitigation

General Planning Support Program Project Budget

Project Name:	City of Avon Park Stormwater Master Plan	Primary Contact Name and Phone Number:	Kim Gay 863-452-4400	Official Applicant Entity Name:	City of Avon Park
Project		Budget			Notes
Description	CDBG-MIT Amount	Other non CDBG-MIT Funds	Source of Funds*	Total Funds (CDBG-MIT and Other)	
Development/Project Meetings	\$18,000.00	0	0	\$18,000.00	
Data Collection	\$168,000.00	0	0	\$168,000.00	
Analyze Future Areas of Development	\$30,000.00	0	0	\$30,000.00	
Modeling/Development Stormwater Mgmt. Improvements	\$288,000.00	0	0	\$288,000.00	
Stormwater Master Plan	\$90,000.00	0	0	\$90,000.00	
Survey	\$72,000.00	0	0	\$72,000.00	
TOTAL COSTS	\$666,000.00	0	0	\$666,000.00	
Grant Administration	\$53,280.00	0	0	\$53,280.00	8%
Engineering	\$66,600.00	0	0	\$66,600.00	10%
Totals:	\$785,880.00	0	0	\$785,880.00	

*** All funds identified for use on your project must be fully disclosed and detailed to ensure budget accuracy and no duplication of benefits. Show the sources and amounts of other funds needed to complete the project below, including local funds and grants from other agencies. Any anticipated or committed funds must also be included.**

Source of Other Funds	Amount
1. N/A	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	