



MEMO TO CITY COUNCIL

Request to Include Topic on the City Council Agenda

From: Dave Miles **Meeting Date:** June 28, 2022
Presenter: Dave Miles **Estimated Time:** 20 mins
Topic: Neighborhood Grants Program

Recommended Council Action:

Provide approval for allocation of FY2022 budgeted funds for top-scoring, recommended Neighborhood Grant applications.

Background:

The City Council allocated \$50,000 in the FY2022 budget for the Neighborhood Grants Program (NGP), with the intent to expand citizen input to develop projects that highlight neighborhood identity and pride, and further Meridian's vision to be a premier community in which to live, work and raise a family. The program's goals seek to create opportunities for long-term civic engagement by community members, build stronger relationships between elected officials, city staff, the community and other agencies, and to inspire projects that leave lasting impacts across Meridian's community.

As originally presented in May of 2021, the NGP proposed to award up to \$25,000 per project for up to two projects; and the program is anticipated to grow over time, presuming successful execution in prior years and community and budgetary support for such projects.

While staffing shortages have impacted the execution timeline during this first year of the program, the process continues. Based on application flow, the program appears to be successful thus far and a sought-after resource for the community.

During the application process, the City received 12 applications for funding. These applications include a range of types including requests for amenities, beautification and/or clean-up efforts and community events. Applicants varied whether individuals, businesses, non-profits, homeowners' associations or service groups.

Scoring of applications was performed individually by a panel consisting of each of the City Council members as defined during program development and roll-out. The scoring matrix allocated points across six categories including: project description, inclusion of volunteer assistance to execute, timeline efficacy, project impact, project budget and outside recommendations or support. Total points available per application were 100 points, plus five bonus points for outside recommendations or support.

Below is a brief table depicting the type of project, the group who submitted the request and a brief summary and estimated cost of each. The projects requested nearly \$300,000 in total

funding with an average funding request of approximately \$30,000. Two applications did not provide funding requests or budget information in their applications.

	<u>Project Type</u>	<u>Group</u>	<u>Brief Summary</u>	<u>Funding Request</u>
1	Amenity	Youth / HOA	Add 5 dog waste stations throughout local HOA	
2	Event	Block Party Events, LLC	Hold 3 block parties in various City park locations	
3	Amenity	Am. Legion #113	Installation of a flag pole and flags on City property	\$15,600
4	Clean Up	Am. Legion #114	Purchase and install flag collect boxes, and incinerators to be used for proper flag destruction in partnership w/ ISCC	\$12,140
5	Maintenance	Senior Center	Re-paint exterior of building	\$48,165
6	Beautification	Golfview HOA	Common area landscape improvements to local HOA	\$34,000
7	Beautification	Meridian Co-Op Gardeners	Plant next phase of pollinator plants in City (Heroes) park	\$1,163
8	Amenity	Meridian Co-Op Gardeners	Build City (Kleiner) park community garden picnic shelter	\$36,600
9	Beautification	Calvary Chapel Meridian	Private property clean-up adjacent to community pathway	\$50,000
10	Amenity	Anita Burgess	Installation of a universal play system in City (Bear Creek) park	\$33,797
11	Amenity	Meridian Library District	Purchase of a vehicle to expand at-home delivery service of books	\$50,000
12	Amenity	MSAB	Purchase and give-away of rain sensors for Meridian residents	\$10,000

Discussion:

The NGP was originally presented (in 2021) to award up to \$25,000 per project for a maximum of two projects. Based on applications received, the program goals and the scoring results (provided below), Council should consider the best allocation of funding. The original program sideboards were established as a starting point, when considering staff impacts of project management, paperwork and invoicing required for awarded projects.

Throughout this inaugural year of the program lessons are being learned and changes and adjustments will need to be made in future years. These will include adjustments in application information needed, removal of incomplete applications and considerations for the legal agreement parameters that could be necessary depending on the scope and scale of a project in relation to City coordination needs.

For example, various applications in this cycle year require coordination and probably ongoing operational & maintenance efforts from the City (Parks) Departments. How this gets factored into review and execution of projects is something that will need to be refined over time. In the meantime, contingent approvals from Council are warranted to ensure that project applicants are engaged, able to deliver projects and define a plan for any contingency funding needs that could arise.

Recommendation:

Staff is seeking approval for award of funds for up to the top three scored projects as listed in the scoring table below. This recommendation is based on a few factors discussed below the scoring table.

Proj. No.	Project Type	Group	Brief Summary	Funding Request	Scoring
7	Beautification	Meridian Co-Op Gardeners	Plant next phase of pollinator plants in City (Heroes) park	\$1,163	514
10	Amenity	Anita Burgess	Installation of a universal play system for all in City (Bear Creek) park	\$33,797*	502
4	Clean Up	Am. Legion #114	Purchase and install flag collect boxes, and incinerators to be used for proper flag destruction in partnership w/ ISCC	\$12,140	472
3	Amenity	Am. Legion #113	Installation of a flag pole and flags on City property	\$15,600	459
8	Amenity	Meridian Co-Op Gardeners	Build City (Kleiner) park community garden picnic shelter	\$36,600	458
9	Beautification	Calvary Chapel Meridian	Private property clean-up adjacent to community pathway	\$50,000	370
5	Maintenance	Senior Center	Re-paint exterior of building	\$48,165	336
12	Amenity	MSAB	Purchase and give-away of rain sensors for Meridian residents	\$10,000	315
11	Amenity	Meridian Library District	Purchase of a vehicle to expand at-home delivery service of books	\$50,000	275
6	Beautification	Golfview HOA	Common area landscape improvements to local HOA	\$34,000	225
1	Amenity	Self / Youth	Add 5 dog waste stations throughout local HOA		96
2	Event	Block Party Event, LLC	Hold 3 block parties in various City park locations		95

***Updated estimates put project costs at \$47,193 (approx.)**

First, the panel scoring ranked these projects in top points earned on the scoring criteria with a simple aggregate ranking of the applications.

Second, each of the three recommended projects have some elements of agency partnership whether with the City, non-profits or the American Legion. This will aide in the execution of projects. Original program guidelines recommended two projects to ensure staff had adequate ability to manage each project. Based on the applications and discussions with Parks staff, staff believes these three projects are manageable from a resourcing, project management perspective.

Last, one project exceeds the originally recommended \$25,000 cap. Due to the projected breadth and impact of the project, the ranking of the project and the need to partner with the Parks Department, staff feel this is a worthwhile project when considering the additional funding support.

Total funding of the top three projects is \$60,496*, which is \$10,496 more than the budgeted program allocation. The over-budget funds could be allocated via a budget amendment to fund all top-three projects, fewer than three projects could be awarded or other projects that scored well but not at the top could be selected. As the application scoring was a portion of the process to award, staff recommends a follow-up discussion with Council to finalize project awards, and will present this information for discussion on June 28, 2022.

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