



City of Orlando Orlando Wetlands Park

**Grant Application
Florida Recreation Development
Assistance Program
2015-2016**

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM
GRANT APPLICATION PACKET
2015-2016

PART I — GENERAL INFORMATION

(DEP USE ONLY)

Received: _____

Postmarked: _____

Application Number: _____

1. APPLICANT INFORMATION

A. Name of Applicant: City of Orlando, Public Works Department

B. Federal Employer Identification Number:** 59-600396

***(This number must be registered at My Florida Market Place with the address the warrant will be forwarded)*

C. Population: 220,200

D. Current Operating Budget: 1,040,389,901

(This is the operating budget for the city, county or special district, and not just the department budget)

E. Contact Person: Mark Sees Title: Wetlands Manager

(The contact person is someone who will be in direct contact with DEP and be responsible for administering this grant if awarded)

F. Mailing Address: 25155 Wheeler Road

City/State: Christmas, FL Zip Code: 32709

Telephone: (407) 948.6131 E-mail: mark.sees@cityoforlando.net

FAX: 407.568.1725

I hereby certify that the information provided in this application is true and accurate. I further certify that I possess the authority to apply for this grant on behalf of the applicant.



Signature of City or County Manager/Title

28 Oct 14

Date

2. PROJECT INFORMATION

A. Name of Project: Orlando Wetlands Park

B. Project Type (Check One): *Project cannot be a combination of acquisition and development*

Acquisition: _____

Development: _____

_____ On land owned by applicant

_____ On land currently under site control by applicant

Date site control expires: _____

Trail Construction: X

 X On land owned by applicant

_____ On land currently under site control by applicant

Date site control expires: _____

Development projects must be under site control (owned by deed, or leased or dedicated for minimum of 30 years from the date of application) by the close of the submission period (October 31, 2014).

- **School board property is ineligible** either by lease or ownership.
- Include a copy of the site control documents (e.g., deed, lease, etc.). **If providing a Quit Claim Deed, please attach a copy of a 30 year title search or title opinion.**

(Tab as Exhibit "N")

C. PROJECT LOCATION:

Street Address: 25155 Wheeler Road

City: Christmas County: Orange Zip Code: 32709 - 9257

GIS Coordinates: Latitude: 28.576587 Longitude: -80.996543

1. Submit a boundary map of the project area providing a description and sketch of the project area boundaries, display known easements and be legally sufficient to identify the project area. **Aerial photographs are accepted as boundary maps, as long as the boundaries are identified.**

(Tab as Exhibit "K")

2. Submit color, on-site photographs for **all three copies** of your application, sufficient to depict the physical characteristics of the project area.

(Tab as Exhibit "L")

3. Location map and directions: Submit a detailed road map precisely locating the project site along with clear written driving instructions from the nearest federal or state highway. **NOTE:** Confirm that street names listed are the same as those posted on street signs in the area. Please do not use Map Quest or any other computer mapping program for this.

(Tab as Exhibit "M")

D. LEGISLATIVE DISTRICTS IN WHICH THE PROJECT SITE IS LOCATED:

This should be the Florida Senate and Florida House district in which the **proposed project site is located**. If you are not sure of the district, contact your local office of the Supervisor of Elections. **(There is only one each.)**

State Senator: Andy Gardiner Senate District Number: 13

State Representative: Tom Goodson House District Number: 50

E. TOTAL NUMBER OF ACRES BEING ACQUIRED OR TOTAL NUMBER OF ACRES BEING DEVELOPED: 1650

F. DESCRIBE THE PHYSICAL CHARACTERISTICS OF THE PROJECT.

1) For Development Projects:

- (a)** Provide a description of the proposed project which includes existing and future uses, existing and proposed physical improvements, natural and historical resources, any proposed resource protection/conservation and any existing buildings on site.

Please see Exhibit P.

- (b)** Indicate if a natural spring is located on project site: ☐ Yes ☒ No

- (c)** Indicate if there is public access to the park either through an existing street or easement:

☒ Yes ☐ No

Describe Public Access:

Access to the Park is made at the main parking lot located at 25155 Wheeler Road, Christmas, Florida 32709. Visitors can also enter the northwest boundary of the Park from Seminole Ranch Wildlife Management Area and from northern hiking and equestrian trails located on Charles H. Bronson State Forest.

(If additional room needed - Tab as Exhibit "P")

2) For Acquisition Projects: (in addition to the above information)

- (a)** If the proposed project consists of acquiring multiple parcels or from multiple owners, identify specific order in which the parcels will be acquired to ensure that in the event that all parcels cannot be acquired, the purposes of the project can be achieved. Also address the ability to have public access to the park either through an existing street or easement.

(If additional room needed - Tab as Exhibit "P")

3. FINANCIAL INFORMATION

GRANT MATCH RATIOS: (Based on the grant cap of \$200,000)

<u>Project Cost</u>	<u>State Share</u>	<u>Grantee Share</u>
\$50,000 or less	100%	0%
\$50,001 to \$150,000	75%	25%
\$150,001 up to \$400,000	50%	50%

Project Cost = State Share + Grantee Share

Refer to Chapter 62D-5.055(4), F.A.C. for complete information on match requirements and match types. *The Total Project Cost (Line F) must equal the grant request (Line A) plus the total local match (Line E). This figure (Line F) should not total more than \$400,000 for the purpose of this application.*

A. FRDAP Funds Requested (State Share) Line A \$ 200,000

B. Local Funds Available: (Grantee Share)

1. Cash: Line B \$ 200,000

2. In-Kind: Line C \$ _____

3. Land Value: Line D \$ _____

If property is developed, land value CANNOT be used as a match.

Total Local Match: Line E \$ 400,000
Sum of lines B, C and D

C. Total Cost of Proposed Project: Line F \$ 400,000
Sum of Lines A and E
(Should not total more than \$400,000)

(If approved for REDI Match Waiver, fill out REDI Waiver Form located under FRDAP Administrative Forms at www.dep.state.fl.us/parks/OIRS) (Tab as Exhibit "O")

D. PROJECT WORK PLAN (COMPLETE FOR ALL PROJECTS, DEVELOPMENT AND ACQUISITION):

On page 11 & 12 as attachment A, list the project Work Plan for the elements for this application. The Project elements are listed with the related tasks and deliverables. Primary elements and support elements should be listed separately. Use as many project elements and tasks needed to complete the project.

Remember to include each element in your conceptual site plan. Submit a conceptual site plan displaying the areas and facilities to be developed as proposed on page 11 & 12 of this application. The site plan must correlate with the project boundary map and work plan elements. The site plan must **CLEARLY DELINEATE** using color codes between facilities/opportunities currently existing, facilities proposed for funding (page 11 & 12) in this application and facilities planned for future development. If project is an acquisition project, be sure to submit on the site plan the proposed elements to be developed as listed on page 19 of this application. **Also identify different FRDAP phases on the site plan and any LWCF phases.**

DEVELOPMENT PROJECTS:

PRIMARY RECREATION AREAS AND FACILITIES: Primary facilities include all recreation facilities and opportunities. **Primary cost must be equal to or greater than fifty percent (50%) of the total cost.** Primary examples are: beach access, picnic facilities, fishing piers, ball fields, tennis courts, trails, trailheads, shade structures for recreational facilities, etc. Enclosed structures are not eligible costs. Costs of planning and site preparation should be included within the cost of each element. If land value is used as match, it should be included under primary cost. If this is a trail project, list the uses or types of trails. If developing one trail for multi-purposes state multi-purpose trail, but if doing several different trails list separately with each use (example: walking trail or bike trail).

SUPPORT FACILITIES AND IMPROVEMENTS: Support facilities are facilities which can not stand alone, or which would have little or no public outdoor recreational value without the primary facility. No enclosed structures are eligible except restrooms, bathhouses or restroom/concession stands. Other support examples are: parking, landscaping, and security lighting. Amenities such as benches, or bike racks will receive no points when being scored. The enclosed structures listed above cannot be phased and must be completed with one grant.

ACQUISITION PROJECTS:

If acquisition project, on page 11 & 12, list the project work plan for the acquisition phase of the project.

(Tab as Exhibit "H")

ATTACHMENT A

PROJECT WORK PLAN

Project Name _____ Orlando Wetlands Park _____

Grantee Name _____ City of Orlando _____

Please list the each project element along with its objective and estimated amount:

Primary Elements:

Project Element 1 (description and amount): 1000' new equestrian trail

Project Element 2(description and amount): 1800' linear feet of Boardwalk trail across the marsh to the hammock.

Project Element 3(description and amount): New Picnic Pavilion

Project Element 4(description and amount): Renovate 3.5 miles of existing equestrian trails

Project Element 5(description and amount): Renovate 1 mile of existing hiking trails

Project Element 6(description and amount):

Support Elements:

Project Element 1 (description and amount):

Project Element 2(description and amount):

Project Element 3(description and amount):

Project Element 4(description and amount):

Project Element 5(description and amount):

Project Element 6(description and amount):

The project reimbursement is limited to no more than three (3) invoices, but can be less. No partial invoices for an element will be approved. An element must be 100% complete before a reimbursement request can be submitted. An amendment request must be submitted and approved prior to the deletion of any project element. Examples of documentation can be such things as: photographs along with status report of work completed, commencement documentation, and/or closeout documentation.

Commencement Documentation required prior to Reimbursement Request

BILLING/ NUMBER	ELEMENTS/ WORK TO BE COMPLETED	ELEMENT BUDGET AMOUNT FOR REIMBURSEMENT	MATCH AMOUNT TO BE CLAIMED	DOCUMENTATION/ DELIVERABLES TO BE SUBMITTED UPON COMPLETION BEFORE REIMBURSEMENT CAN BE APPROVED
1.	Completion of 1800 lf of new Boardwalk	\$180,000	\$180,000	Photos, invoices and receipts.
	Renovation of 1 mile of existing trails.	\$2500	\$2500	
	Construction of 1000 lf of new horse trail.	\$3500	\$3500	
	New Picnic pavilion	\$10,000	\$10,000	
	Renovate 3.5 miles of equestrian trail	\$4000	\$4000	
TOTAL FUNDING AMOUNT		\$200,000	\$200,000	

Performance Standard: Approval of deliverables is based upon review for compliance with the requirements for funding under the Florida Recreation Development Assistance Program.

PART II — EVALUATION CRITERIA

GENERAL CRITERIA

1. CAPITAL IMPROVEMENT PLAN

- A. Is the proposed project identified, in whole or in part, in the applicant's capital improvement plan or schedule during the current or next three (3) fiscal years?

Provide:

1) A letter from the agency's city or county manager certifying the five year capital improvement schedule is officially adopted and date adopted. Project will not receive points if letter is not submitted and does not state the date CIP was adopted.

- And -

2) A copy of the five-year capital improvement schedule included in the applicant's adopted Local Comprehensive Plan, stating project by name, amount and year (County or City budgets are not the same as capital improvement schedules) Please highlight project name, amount and year.

(20 points)

 X Yes No

--- OR ---

- B. Is the proposed project identified as part of the plan through an adopted resolution committing the applicant to amend their capital improvement plan or schedule and complete the project should it receive program funds?

Provide: a copy of a fully executed resolution amending the existing schedule to include the proposed project. The resolution must clearly indicate the proposed project by name, amount and year and cannot be older than 3 years.

(10 points)

 Yes No

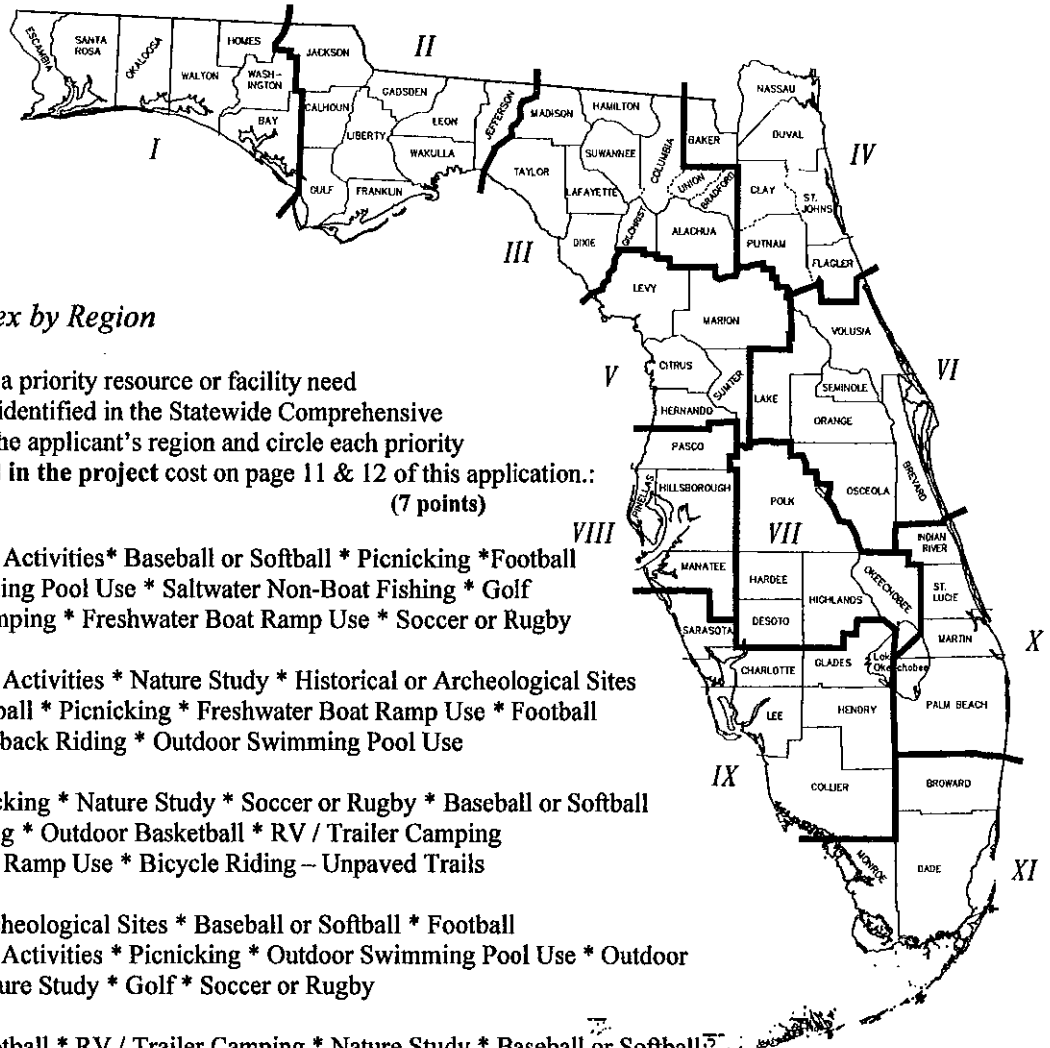
(Tab as Exhibit "A")

2. STATE COMPREHENSIVE OUTDOOR RECREATION PLAN

- A. Explain how the proposed project would address one or more of the issues or goals identified in the State Comprehensive Outdoor Recreation Plan. *Use the **OUTDOOR RECREATION IN FLORIDA- 2008 (Chapter 6 & 7)**. Provide quotations or other appropriate references with explanations to justify the correlation. To receive points, must give a detailed explanation as to how the project meets the goals, cannot only list the goals.*

Please see Exhibit B

(Tab as Exhibit "B") (4 points)



B. 2008 Relative Need Index by Region

The proposed project provides for a priority resource or facility need in the applicant's planning region identified in the Statewide Comprehensive Outdoor Recreation Plan. Locate the applicant's region and circle each priority resource/facility need as proposed in the project cost on page 11 & 12 of this application.: (7 points)

- _____ I Saltwater Beach Activities * Baseball or Softball * Picnicking * Football
Outdoor Swimming Pool Use * Saltwater Non-Boat Fishing * Golf
RV / Trailer Camping * Freshwater Boat Ramp Use * Soccer or Rugby
- _____ II Saltwater Beach Activities * Nature Study * Historical or Archeological Sites
Baseball or Softball * Picnicking * Freshwater Boat Ramp Use * Football
Hunting * Horseback Riding * Outdoor Swimming Pool Use
- _____ III Football * Picnicking * Nature Study * Soccer or Rugby * Baseball or Softball
Horseback Riding * Outdoor Basketball * RV / Trailer Camping
Freshwater Boat Ramp Use * Bicycle Riding -- Unpaved Trails
- _____ IV Historical or Archeological Sites * Baseball or Softball * Football
Saltwater Beach Activities * Picnicking * Outdoor Swimming Pool Use * Outdoor
Basketball * Nature Study * Golf * Soccer or Rugby
- _____ V Picnicking * Football * RV / Trailer Camping * Nature Study * Baseball or Softball
Bicycle Riding - Unpaved Trails * Outdoor Basketball * Soccer or Rugby
Horseback Riding * Outdoor Swimming Pool Use
- XXXXX
_____ VI Picnicking * RV / Trailer Camping * Football * Baseball or Softball
Outdoor Swimming Pool Use * Nature Study * Historical or Archeological Sites
Outdoor Basketball * Saltwater Beach Activities * Soccer or Rugby
- _____ VII RV / Trailer Camping * Picnicking * Baseball or Softball * Outdoor Swimming Pool Use
Nature Study * Freshwater Boat Ramp Use * Football * Golf * Horseback Riding
Outdoor Basketball
- _____ VIII Picnicking * RV / Trailer Camping * Baseball or Softball * Football * Outdoor Swimming Pool Use
Saltwater Beach Activities * Golf * Outdoor Basketball * Outdoor Tennis * Soccer or Rugby
- _____ IX Picnicking * RV / Trailer Camping * Saltwater Beach Activities * Outdoor Swimming Pool Use
Golf * Football * Nature Study * Baseball or Softball * Outdoor Tennis * Historical or Archeological Sites
- _____ X Football * Golf * Baseball or Softball * Outdoor Swimming Pool Use * Picnicking * Outdoor Tennis
Saltwater Beach Activities * Outdoor Basketball * RV / Trailer Camping * Soccer or Rugby
- _____ XI Outdoor Swimming Pool Use * Picnicking * Football * Baseball or Softball * Saltwater Beach Activities
Outdoor Tennis * Golf * Outdoor Basketball * Saltwater Non-Boat Fishing * RV / Trailer Camping

3. PUBLIC PARTICIPATION

Indicate which of the following apply (*Check ALL that apply*):

(To receive points for this section any meetings, presentations, or surveys must be held in the current year or within the previous 3 years of application and each of the three meetings must be held separately to receive each set of points. Meetings also must be held prior to the application submittal.)

☒ X A. A pre-advertised public meeting was held solely for the purpose of discussing the proposed project. *Attach a copy of ad and proof of publication for the advertisement. Advertisement needs to state where and when advertised. If submitting 2 applications, must hold separate meeting for each project (unless they are phased projects of the same park). If not advertised in a newspaper, need a written explanation as to how, when and where advertised, along with a copy of notice/advertisement.*

(Tab as Exhibit "C-1") (10 points)

☒ X B. The project was discussed at a regularly scheduled meeting of the applicant's advisory board responsible for park, recreation or leisure service activities. *Provide a copy of the minutes of the advisory board meeting(s) where **this project** was discussed. The board must be an appointed group of citizens, such as a parks and recreation advisory board, who would normally review projects similar to the proposed grant application. Planning and zoning or similar boards may be used if a parks and recreation advisory board does not exist. **CITY OR COUNTY COMMISSIONS ARE NOT CONSIDERED ADVISORY BOARDS.***

(Tab as Exhibit "C-2") (7 points)

☒ X C. Public input on the proposed project was obtained through presentations to community organizations, neighborhood associations and/or a written opinion survey. *Provide documentation (minutes from the meeting which the project was discussed with date or thank-you letter from an organization, association, etc.) showing that presentations regarding this project were made to community organizations or groups **OR** provide a copy of the survey, who surveyed and summary of the results. Letters of support are not acceptable to receive points.*

(Tab as Exhibit "C-3") (4 points)

4. OPERATION AND MAINTENANCE

Capability to develop, operate and maintain the project site: *(Check ONLY one):*

Provide a brief description of how development, programming and maintenance will be provided and a copy of an agency organizational chart. Must provide both to receive points.

☒ X The applicant has a full-time recreation or park department staffed to provide facility development, programming and maintenance.

(Tab as Exhibit "D") (6 points)

☐ The applicant has demonstrated the existence of a full-time ability to provide facility development, programming and maintenance.

(Tab as Exhibit "D") (4 points)

☐ The applicant has other means of providing facility development, programming and maintenance.

(Tab as Exhibit "D") (2 points)

5. PARK PARTNERSHIP

The proposed project is supported through a fully executed written cooperative agreement between the applicant and a private or public entity *(within the current or past 3 years)* in which said entity agrees to furnish 10% or more of the total project costs in cash, land, or labor services for the development/construction of this project with the applicant holding the leading management responsibility. **The written agreement must be executed by the end of the submission period and quantify the donation in monetary units. This can be a cooperative agreement between both parties or a letter from the entity agreeing to furnish 10% of the total project costs in cash, materials, land, or labor services.**

(A management or maintenance agreement is not acceptable.)

☐ Yes ☒ X No

(Tab as Exhibit "E") (3 points)

6. TRAIL CONNECTIVITY

The project provides for increased trail access by connecting an existing, publicly owned and designated recreational trail which is outside the project boundary. **Indicate on the site plan the project trail/connection and name and location of existing trail(s) outside the boundaries.**

☒ X Yes ☐ No

(Tab as Exhibit "G") (5 points)

TRAIL CONSTRUCTION CRITERIA (COMPLETE ONLY FOR CONSTRUCTION OF TRAIL PROJECTS)

1. NEW DEVELOPMENT

List the existing facilities/improvements on the project site. *Include improvements such as trails, trailheads, ball fields, basketball courts, etc. (Bullet lists are encouraged. If undeveloped, state None.) The site plan must clearly delineate between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. Identify and color code different funding phases from the existing facilities.*

(Tab as Exhibit "G") (5 points, if undeveloped)

The existing Orlando Wetlands park has picnic areas, walking trails, horse trails, restrooms, parking, education center and butterfly garden. There are 18 miles of nature trails and 2.5 miles of woodland trails.

2. STATE GREENWAYS AND TRAILS PLAN

Explain how the proposed project would address one or more issues or goals as identified in the Florida Greenways and Trails System Plan. Use **"Florida Greenways and Trails System Plan— 2013-2017"**. *Provide quotations or other appropriate references to justify the correlation. Use a separate sheet if necessary.*

(Tab as Exhibit "H") (6 points)

Please see Exhibit H.

3. STATE OF FLORIDA DESIGNATED RECREATIONAL GREENWAY OR TRAIL

The project is located on or connects with a State of Florida designated greenway or trail. *Provide a map and documentation (letter from Office of Greenways and Trails) indicating connectivity. Designation Agreements must be fully executed by the end of submission period.*

_____ Yes ☒ No

(Tab as Exhibit "I") (3 points)

4. REGIONAL OR LOCAL GREENWAYS AND TRAILS PLAN

Explain how the proposed project would implement a Greenway and Trail Plan adopted by either a regional or local governmental entity. *Provide quotations or appropriate references with explanations to justify correlation. Enclose a copy of the regional or local governmental adopted Greenway Plan.*

(Tab as Exhibit "J") (4 points)

Please see Exhibit J.

5. MIXED USE OR SINGLE USE TRAILS

Does the specific trail design demonstrate that the project will support:

Mixed use recreational trail opportunities, either motorized or non-motorized, or both?

☒ Yes ☐ No

(8 points)

-----OR-----

Single use recreational trail opportunities?

☐ Yes ☐ No

(6 points)

6. INFRASTRUCTURE ASSESMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA

Does the proposed project, in whole or in part, address the highest priority of infrastructure funding needs for the applicant's population density as set forth in the study titled "**1995 INFRASTRUCTURE ASSESMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA**". Use the table below to determine in which priority funding need ranking the project falls. (Check **ONLY one**):

☒ Highest Priority Funding Need

(13 points)

☐ Second Highest Priority Funding Need

(8 points)

Population Density 1 – Population Under 10,000	Rank 1 Rank 2	Construction Renovation
Population Density 2 – Population 10,000 to 24,999	Rank 1 Rank 2	Renovation Construction
Population Density 3 – Population 25,000 to 49,999	Rank 1 Rank 2	Construction Renovation
Population Density 4 – Population 50,000 to 99,999	Rank 1 Rank 2	Construction Renovation
Population Density 5 – Population 100,000 and Over	Rank 1 Rank 2	Renovation Construction

Source: *The 1995 Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida*

TABLE OF EXHIBITS

- Exhibit A-Capital Improvements Schedule**
- Exhibit B-SCORP Objectives Support Documentation**
- Exhibit C-Public Participation Documentation**
- Exhibit D-Organizational Chart**
- Exhibit E-Cooperative Agreement**
- Exhibit F-Comprehensive Plan**
- Exhibit G-Conceptual Site Plan**
- Exhibit H-Florida Greenways and Trails Plan**
- Exhibit I-Letter from Florida Greenways and Trails**
- Exhibit J-Regional Greenway Plan**
- Exhibit K-Boundary Map**
- Exhibit L-Photographs**
- Exhibit M-Location Map and Directions**
- Exhibit N-Site Control**
- Exhibit O-Request for Match Waiver**
- Exhibit P-Description of Physical Characteristics of Project**