

NEIGHBORHOOD DEVELOPMENT

Mission Statement

Neighborhood Development coordinates City staff and resources to build and sustain strong neighborhoods throughout the City of Sarasota.

Description of Operations

Neighborhood Action Strategies - The Department of Neighborhood Development has created a Neighborhood Action Strategy (NAS) for the three neighborhoods designated by the City Commission. The three neighborhoods are Park East, Gillespie Park and the Rosemary District. The City Commission selected these neighborhoods after reviewing several indicators related to each neighborhood (as overlaid on the City's census block groups). The indicators selected included economic data, housing data, crime data, infrastructure conditions, neighborhood demographics and other characteristics. Each neighborhood was evaluated on its position relative to citywide standards for each indicator. Neighborhoods with signs of instability or distress such as high crime rates coupled with high percentages of rental housing and high volumes of code enforcement citations would have a number of indicators two or three standard deviations from the citywide mean.

The process pulls together neighborhood residents, business leaders, other stakeholders (defined by the neighborhood leadership) and City staff to address quality-of-life issues in neighborhoods. A series of meetings culminates in an NAS document for each designated neighborhood. The City Commission considers and approves the specific NAS document. The implementation of the NAS is worked on in a partnership between City staff and the neighborhood.

Prior to the start of FY 2002-03 the Department will seek City Commission designation of two new NAS neighborhoods. NAS plans for the two new neighborhoods will be developed during FY 2002-03.

Neighborhood Grant Program - The Department administers the Neighborhood Grant Program, which utilizes funding received annually from the City's Motor Vehicle Impoundment Program. In accordance with Ordinance No. 98-4043, the police may seize and impound an individual's vehicle when that individual is arrested for soliciting prostitution or participating in drug-related activities. The individual then must pay a civil seizure fee to reacquire the vehicle. The civil seizure fees generated from the impounding of these vehicles are then divided equally between the Nuisance Abatement Board and the Neighborhood Grant Program. Last year eight neighborhood associations received grants from the City through the Neighborhood Grant Program.

As with any program, there is an evolution and maturation process that happens over time. Consequently, staff is currently reviewing the Administrative Regulations and procedures, which guide the process. Some minor modifications to the process are being considered in hopes of bringing some stability and clarity to the program.

General - The Department will continue to assist residents in the formation of neighborhood associations. Department personnel will also continue serving as a liaison between other departments and the neighborhood associations as appropriate; attending monthly neighborhood association/group meetings; planning the neighborhood meetings required for rezonings and certain development petitions; assisting with the City's street tree program; and addressing other neighborhood issues. The Department currently administers two State grants awarded to the City through the Florida Department of Community Affairs. Urban Infill and Redevelopment Assistance Grant Program - a \$300,000 implementation grant to assist with NAS efforts in Park East and Gillespie Park and a \$39,700 planning grant to assist with redevelopment efforts in Census Tracts 2 and 3. The Department also administers a \$200,000 Federal grant awarded through the Environmental Protection Agency Brownfield Pilot Cooperative Program for site assessment of the "Urbaculture" site. In addition, the Department participates in coordinating the allocation of the Community Development Block Grant (CDBG) funding the City receives from the US Department of Housing and Urban Development. The Department also manages the City grant funding awarded to the Greater Downtown Sarasota Action Team, the Downtown Association, and Sarasota Court Watch.

Department personnel represent the City on the Florida Neighborhood Conference Planning Committee - a statewide training opportunity for neighborhood and civic leaders held annually in September. The Department also coordinates the annual Community Forum - providing residents with input into the budgeting and

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also coordinates the annual Community Forum - providing residents with input into the budgeting and goal-setting process.

Goal - Healthy Neighborhoods and Businesses

To enhance the quality-of-life for City neighborhood residents.

Objectives

Gather and analyze data (economic, demographic, infrastructure conditions, crime, etc.) on citywide indicators. Present data to City Commission by late Summer, early Fall 2002.

Solicit Commission designation of two new NAS neighborhoods by late Summer, early Fall 2002.

Develop and present for Commission approval an NAS for one of the designated neighborhoods by April 1, 2003.

Develop and present for Commission approval an NAS for the other designated neighborhood by September 30, 2003.

Apply for applicable and available state and federal grants by specified submission deadlines.

Monitor adopted NAS for Park East, Gillespie Park, and the Rosemary District to ensure NAS tasks and projects are accomplished.

Place each adopted NAS on the City website.

Performance Measures

Description	Unit	FY2000	FY 2001	FY 2002	FY 2003
Output Measure					
Citywide data indicators tracked	Number	9	9	9	9
NAS plans created	Number	2	0	1	2
Non-local grant applications submitted	Number	0	2	1	1
Effectiveness Measure					
NAS resident-approved & CC adopted	Percent	100	100	100	100
NAS plan items implemented as planned	Percent	80	80	80	80
Efficiency Measure					
FTEs per 10,000 capita	Number	0.38	0.31	0.31	0.30
Annual cost per capita	Dollars	\$2.47	\$2.03	\$2.23	\$2.36

Goal - Responsible City Government

To inform citizens of City policies, programs, and news.

Objectives

Coordinate and implement the annual Community Forum.

Prepare and disseminate Forum survey results to participants, City Commission and department directors.

Attend Neighborhood Association meetings.

Performance Measures

Description	Unit	FY2000	FY 2001	FY 2002	FY 2003
Output Measure					
Community forums organized	Number	1	1	1	1
Neighborhood Ass'n meetings attended	Number	n/a	n/a	12	12
Effectiveness Measure					
Community forums organized	Percent	100	100	100	100
Neighborhood Ass'n meetings attended	Percent	100	100	100	100

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Efficiency Measure

FTEs per 10,000 capita	Number	0.38	0.31	0.31	0.30
Annual cost per capita	Dollars	\$2.77	\$2.28	\$2.50	\$2.65

Goal - Healthy Neighborhoods and Businesses

To improve safety in City neighborhoods.

Objectives

Prepare and implement a Neighborhood Grant Program to City neighborhoods to reduce crime or the perception of crime and implement semi-annual grant application cycles.

Review all eligible grant applications within 30 days of the application submission deadline.

Award all grants within 90 days of the application submission deadline.

Monitor grant recipient compliance with grant award agreements.

Publicize grant application cycles and grant awards.

Performance Measures

Description	Unit	FY2000	FY 2001	FY 2002	FY 2003
Output Measure					
Grant cycles	Number	1	1	2	2
Grants funded (minimum)	Number	4	15	3	3
Neighborhoods receiving grants	Number	4	5	3	3
Effectiveness Measure					
Grant applications rejected for errors	Percent	0	0	0	0
Grant awards processed w/in 90 days	Percent	100	100	100	100
Grant recipients completing projects	Percent	100	80	100	100
Efficiency Measure					
FTEs per 10,000 capita	Number	0.38	0.31	0.31	0.30
Annual cost per capita	Dollars	\$2.47	\$2.03	\$2.23	\$2.36

Cost Center Expenditures By Category

	FY 2001 Actual	FY 2002 Budget	FY 2003 Continuation	FY 2003 Issues	FY 2003 Totals
Personal Expenditures	193,949	279,516	218,866	45,292	264,158
Non Personal Expenditures	70,584	99,575	52,787	64,300	117,087
Capital Expenditures	6,244	500	7,500	10,000	17,500
Transfer Expenditures	69,665	0	0	10,000	10,000
Totals	\$340,442	\$379,591	\$279,153	\$129,592	\$408,745

Personnel Summary

Actual Positions	5.00	4.00	1.00	5.00
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Revenue Summary

	Total
OTHER MISCELLANEOUS REVENUES	50,000
	<u>\$50,000</u>

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Neighborhoods Services Enhancement

This budget issue provides the Neighborhood Development Department with one additional FTE professional position to enhance the services it currently provides neighborhoods throughout the City. This position will also provide a greater presence at neighborhood association meetings and Development Review Committee-related neighborhood meetings. New services to be provided include:

1. Non-Crime related Neighborhood Grant Enhancement

The Neighborhood Development Department administers the Neighborhood Grant Program utilizing a share of the fees generated by the City's Motor Vehicle Impoundment Program. Grants awarded through this program are restricted to funding programs and projects that deter crime or the perception of crime in neighborhoods.

This budget issue provides an allocation from the General Fund to provide grants for projects which are not crime-related. The funded programs/projects would have to demonstrate community support for the project and have the potential to strengthen the neighborhood association and the community it serves. The maximum grant award will be \$ 2,000 per association per year.

2. Neighborhood Resource Center

Numerous neighborhood and civic leaders have expressed the need to have access to a workstation (desktop and computer) and resource library to accomplish regular association business (correspondence, newsletters, etc.) This issue provides funding in order that neighborhood leaders would have limited access to a copy machine, minor office supplies (labels, etc.), a computer and laser printer. In addition, a staff member will be available for technical assistance as needed.

3. Neighborhood Communication Link

In an effort to enhance communication between the City Departments (and other local, state and federal agencies) and neighborhood associations, the Neighborhood Development Department will provide a quarterly newsletter to be distributed to association presidents and board members. Articles will be solicited from City / County departments and any other entity providing services to city associations.

The Neighborhood Development Department will also develop and provide a Neighborhood Handbook to serve as a resource guide for new residents as well as established neighborhood associations. The handbook, updated periodically, will contain an overview on each of the City's neighborhoods, a government contact directory, and other information on Sarasota-related activities.

Most importantly, the additional staff person will project a strong commitment and presence on the part of the City at neighborhood association meetings and Development Review Committee-related neighborhood meetings.

Cost of Issue

Personal Services	45,292
Non Personal	14,300
Capital	10,000
Transfers	10,000
Total	\$79,592

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Florida Neighborhoods Conference 2003

The Florida Neighborhoods Conference is an annual local-hosted, three-day neighborhood training conference. Currently in its 6th year, the conference is comprised of approximately 30 training workshops, several keynote speakers, neighborhood tours and one or two corporate-sponsored special events.

The first Florida Neighborhoods Conference was held in Orlando in the Fall of 1997. In subsequent years, the conference traveled throughout the state with the cities of Jacksonville (1998), St Petersburg (1999), Fort Lauderdale (2000), Orlando (2001) and Tampa (2002) hosting the event. The City of Sarasota's Neighborhood Development Department has verbal approval from the State Planning Committee to be the host city for 2003. The State Planning Committee is a collaboration of Neighborhood Directors from throughout Florida. The Neighborhood Development Department will work to form a local planning committee comprised of neighborhood, business and civic leaders from throughout Sarasota County.

The tentative dates for the 6th Annual Florida Neighborhoods Conference are September 11 - 13, 2003. The Hyatt Sarasota has agreed to be the host hotel offering an economical room rate. The conference would be a City / County collaboration - with the City being the lead agency.

The one-time expenditure has historically been reimbursed to the host city through corporate sponsorships and attendee registration fees. Therefore, revenue has been included to offset the expenditure.

Cost of Issue

Personal Services	0
Non Personal	50,000
Capital	0
Transfers	0
Total	\$50,000