

NO: R178

COUNCIL DATE: July 23, 2018

REGULAR COUNCIL

TO: **Mayor & Council** DATE: **July 18, 2018**

FROM: **General Manager, Parks, Recreation & Culture** FILE: **1850-01**
General Manager, Finance

SUBJECT: **Community Enhancement Partnership (CEP) Program Grant Application –
156A Street and 32 Avenue Improvement Project**

RECOMMENDATION

The Parks, Recreation & Culture Department and the Finance Department recommend that Council approve a grant under the Community Enhancement Partnership (CEP) Program of up to \$3,000 to the 156A Street and 32 Avenue Improvement Project located adjacent to the Gateway Strata complex at 3268 156A Street.

INTENT

The intent of this report is to recommend Council award a CEP grant to support the 156A Street and 32 Avenue Improvement Project to plant 3 lines of single stem hedging cedars and wrap 3 metal utility boxes.

BACKGROUND

In January 2010, Council adopted the CEP Program, which is intended to provide financial support for projects focussed on community engagement and neighbourhood enhancement. Under the CEP Program, residents, businesses and community groups may apply to the City for a grant under these separate categories; these being:

- **Small Project Grants** - to support in planning, organizing and implementing projects intended to directly improve the physical aesthetic appeal of a neighbourhood.
- **Partnership Grants** - to support projects that build community relationships through celebration and activity.
- **Façade Grants** – enable small businesses or commercial property owners to apply for funding to renovate or improve their building facades.

The CEP Program Guidelines are attached as Appendix “1”.

The community has been notified of this program through stakeholder mail-outs, newspaper ads, press releases, promotional posters at civic facilities and on the City's website and social media channels. A Grant Selections Committee has been established with representatives from various departments and is responsible for assessing grant applications that are received under the CEP Program. Seventeen (17) CEP Program grants have been approved in 2018.

The following sections of this report provide a description and evaluation of the application for a grant under the CEP Program that was recently received by the City.

DISCUSSION

156A Street and 32 Avenue Improvement Project

In 2017, a tree removal was directed by the City's Traffic Management Section as a result of an assessment for sightline concerns with vehicle traffic at the intersection of 156A Street and 32 Avenue. As a result, the trees in place were permitted for removal as they obstructed a clear line of sight for motorists and pedestrians. This was to ensure public safety.

The 156A Street and 32 Avenue Improvement Project proposes planting 3 lines of single stem hedging cedars between the Strata complex and 32 Ave in replacement of the trees removed (Appendix "II"). The plantings have been strategically measured by a City Arborist to ensure that sightlines for pedestrians and motorists are not impeded. The purpose of this project is to improve beautification of the intersection, reduce the road noise that emanates from 32 Avenue and to generate a buffer between the newly built city transit bus stop and the Gateway Strata complex. The project also consists of wrapping 3 metal utility boxes installed inside of the Strata property. The proposed project will benefit the community by improving the green space between 32 Avenue and the Gateway Strata complex as it is a shared pedestrian and bike path. The Gateway Strata complex is committed to managing and maintaining the site and will be in close contact with City Staff regarding any issue that may arise.

Based on a review of the project according to the CEP Program criteria, a grant of up to \$3,000 to the 156A Street and 32 Avenue Improvement Project is considered reasonable, subject to the group submitting photographs documenting the progress and outcomes of the project.

FUNDING

The 2018 CEP Program has an annual budget of \$45,000. In addition, \$49,928 of unused funding from 2017 and prior years was brought forward and added to the 2018 CEP budget for a total of \$94,928. Appendix "III" provides information on the status of funding related to the CEP based on the assumption that Council will approve the recommendation of this report.

SUSTAINABILITY CONSIDERATIONS

The CEP Program meets the goals of the City's Sustainability Charter 2.0 by encouraging social connections, community pride, volunteerism, community ownership, placemaking at the neighbourhood level, fostering a culture of collaboration and the generation of new ideas, and citizen engagement. Specifically the project supports the following Desired Outcomes (DO) and Strategic Directions (SD):

- Community Pride and Engagement DO 20: Surrey residents are proud of their community.
- Community Pride and Engagement SD 16: Enhance the opportunities available for residents to be meaningfully engaged in civic issues.
- Community Pride and Engagement DO 23: Numerous active local clubs, groups and agencies contribute to the community's well-being.
- Community Pride and Engagement SD 15: Work at the neighbourhood level to empower local clubs, groups, individuals and agencies to contribute to a vibrant community.

CONCLUSION

Based on the above discussion, it is recommended that Council approve a CEP Program grant of up to \$3,000 to the 156A Street and 32 Avenue for the Improvement Project located adjacent to Gateway Strata complex at 3268 156A Street.

Laurie Cavan
General Manager
Parks, Recreation and Culture

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General Manager
Finance

Appendix "I": CEP Program Overview and Guidelines

Appendix "II": Project Details and Location

Appendix "III": Status of Community Enhancement Partnership Program Funding



Community Enhancement Partnership Program (CEPP) Program Overview and Guidelines

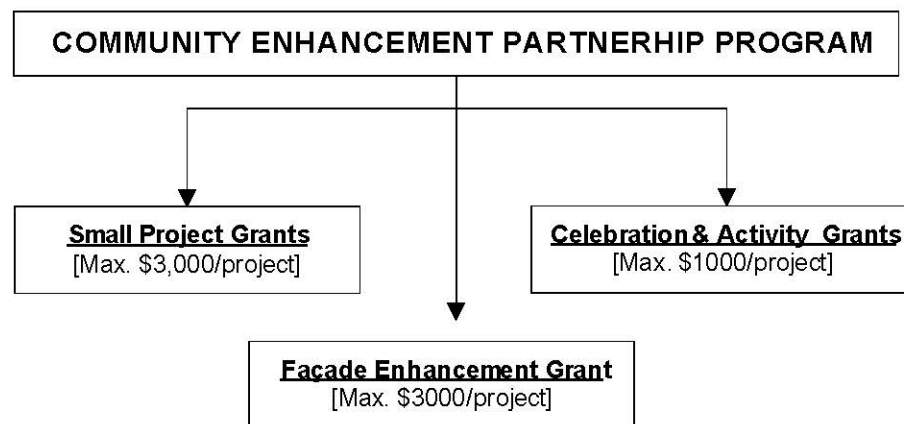
The Community Enhancement Partnership Program (CEPP) is an initiative of Council to encourage neighbourhood projects and activities that beautify our streets and public spaces. Through the Program, residents, groups and businesses can apply to the City for a grant to plan, organize and implement small beautification and place-making projects, activities and celebrations. Successful applicants match their requested grant amount with contributions of volunteer labour and services, donated materials, and/or cash. The Grant program is a partnership in which the applicant and the City contribute towards the applicants proposed project. Projects must be completed within twelve (12) months of a grant being awarded.

FUNDING CRITERIA & ELIGIBILITY

Grants are available to all Surrey residents, students, community groups, organizations or associations. Small businesses will also be considered for building or landscaping beautification projects in targeted areas. All applications must encourage inclusive neighbourhood participation. Projects must be undertaken within the geographic boundaries of Surrey. All applicants must demonstrate their project or activity will:

- focus on beautifying, celebrating and creating engaging places in Surrey;
- generate a public benefit in an inclusive and cooperative manner;
- involve members of the community in the project;
- commit to overseeing the project and any resulting maintenance;
- have broad neighbourhood support.
- improve the look and feel of City streets

PROJECT GRANT CATEGORIES



i) Small Project Grants

Small project grants have a maximum amount of \$3,000 per project. They are offered to support planning, organizing and implementing projects that physically improve the appearance of the City. As examples, a neighbourhood garden, boulevard landscaping, community pathway, floral tree plantings, decorative lighting display or a neighbourhood entrance feature would fall under this category.

ii) Celebration & Activity Grants

Celebration & Activity grants have a maximum amount of \$1,000 per project. They are offered to support community activism and celebration. As examples, a neighbourhood festival or block party or a neighbourhood improvement campaign would fall under this category. Projects that create opportunities to develop neighbourhood organization and promote community leadership are encouraged. Ideally, the community celebration will ultimately encourage people to get involved in improving their neighbourhood for the long term.

iii) Facade Enhancement Grants

Facade Enhancement Grants help to encourage commercial property owners and businesses to invest in their buildings and storefronts through facade renovations. Property owners are urged to renovate, building facades through grants, matching up to 30% of the eligible costs to a maximum of \$3,000. Through the Facade Enhancement Grant Program, property owners and businesses will help to improve the streetscape of the local community, attracting residents, businesses and customers to the area. Facade grants are targeted towards different areas around the City each year.

PROJECT MANAGEMENT & RECOGNITION

For awarded projects, photos must be submitted to the City as a permanent record and for potential posting on the City's website and within local newspapers.

Awarded projects may be subject to inspection by City staff. Annual inspections may be undertaken to monitor maintenance and upkeep of projects.

- Applicants that have failed to undertake or maintain projects, as outlined on submitted applications, may be eliminated from consideration for future City grant opportunities.
- Applicants are required to abide by all Municipal, Provincial and Federal laws and regulations.
- The City of Surrey reserves the right to remove any physical installations or improvements on public land at any time.

APPLICATION REVIEW PROCESS

Each application will be evaluated by a grant evaluation committee using the following evaluation criteria and within available funding.

Evaluation Criteria

Overall Community Enhancement Program Objective

- Project corresponds with the objective to “beautify, animate and celebrate Surrey”.

Project Proposal & Feasibility

- Provides a clear description of what the project is and why it is proposed.
- Provides a clear public benefit.
- Is well planned with a realistic timeline and a clear beginning and end.
- Has a reasonable budget.

Community Building

- Community contribution is documented, demonstrating broad community participation and support for the project.
- Encourages inclusive community participation and provides opportunity to bring people together.
- Encourages interaction between different groups, such as different cultural groups, tenants, seniors and business owners.
- Encourages collaboration between all age groups, particularly youth and adults.

Outcomes

- There is a clear understanding of how the community will be improved as a result of the project, with anticipated outcomes clearly documented.
- Project is designed for low maintenance and the applicant and stakeholders commit to project maintenance, with the majority of maintenance undertaken by the applicant.

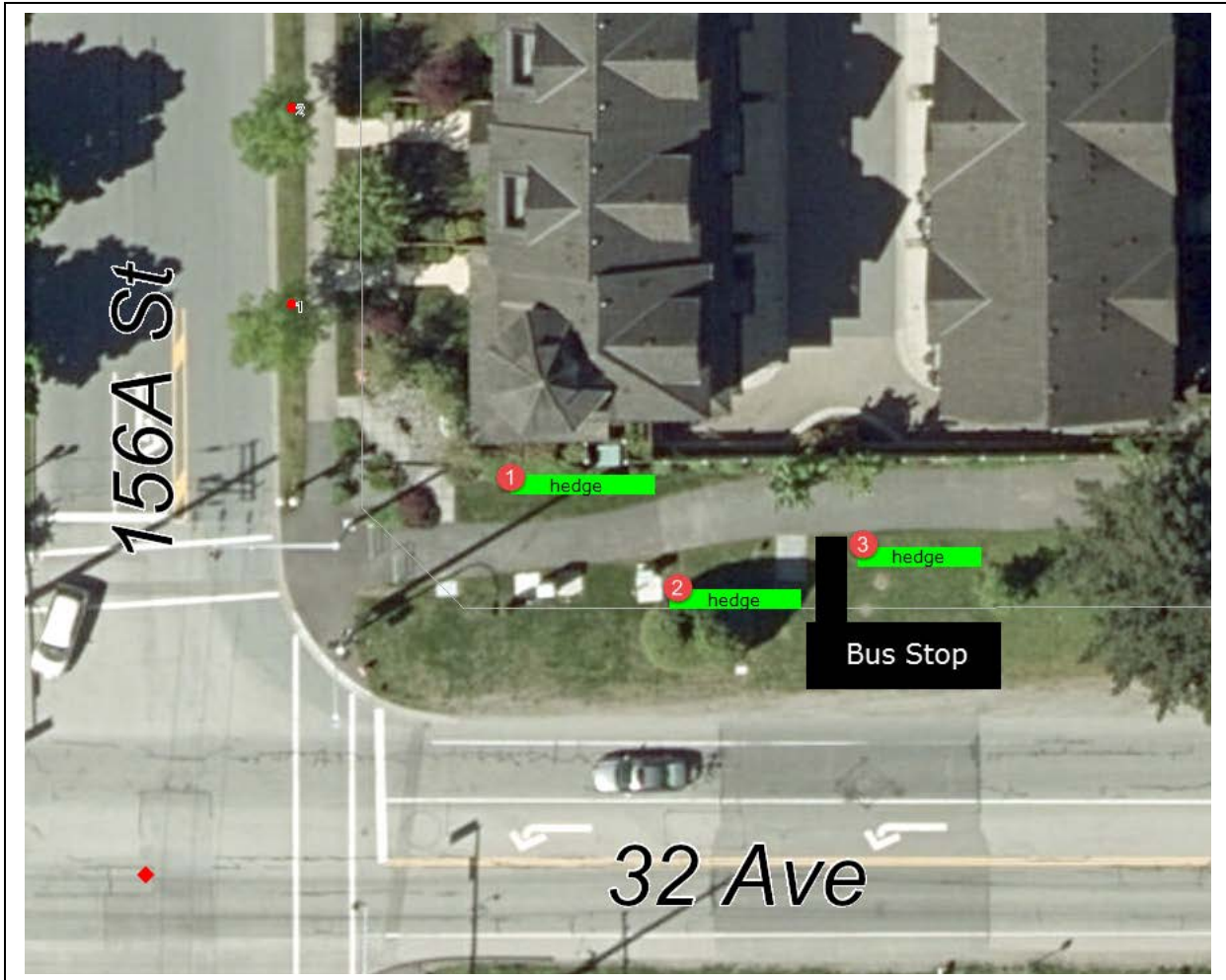
Grants will NOT be awarded to/for:

- The purpose of private gain.
- Government agencies, political or partisan groups, formal business associations, universities, exclusive clubs or associations, newspapers and non-Surrey-based organizations (based or originating).
- Applicants who have failed to document a community contribution.
- Applicants who have failed to successfully carry out or maintain a project for which a grant was previously awarded.

Grants must NOT be used to:

- Duplicate an existing public or private program.
 - Support ongoing programs or services.
 - Replace funding lost from other sources or provide gap funding.
 - Pay for the applicants operating expenses that are not directly related to the project for which the grant is awarded.
 - Purchase land or buildings.
 - Pay for out of City travel expenses.
 - Pay for expenditures or financial commitments made *before* the organization’s grant application was submitted.
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Project Details and Location
Small Project – 156A Street & 32 Avenue



APPENDIX “III”

Status of Community Enhancement Partnership Program Funding



2018 FINANCIAL PLAN COMMUNITY ENHANCEMENT PARTNERSHIP PROGRAM

Description	Amount	Allocation to date	Remaining
Carried Forward from Prior Year	\$ 49,928		
2018 Adopted Budget	\$ 45,000		\$ 94,928
Grants Awarded in 2018 (to date)			
1. Country Woods Trail Enhancement		\$ 1,500	
2. Crescent Road and King George Boulevard Project		\$ 3,000	
3. 129A Street Block Party		\$ 500	
4. Harvest Wynde - 75 Avenue Block Party		\$ 500	
5. Ocean Park Village Spring Planters Project		\$ 1,500	
6. Little Church House Lane Garden Project		\$ 275	
7. Rickshaw Sign Façade Enhancement		\$ 1,170	
8. Clayton Community Festival		\$ 1,000	
9. Whalley's Corners Community Festival		\$ 1,000	
10. National Indigenous People's Day Celebration		\$ 1,000	
11. UN International Day of Yoga		\$ 1,000	
12. 158 Street Oliver Block Party		\$ 500	
13. 171A Street Block Party		\$ 500	
14. 64A Avenue Block Party		\$ 500	
15. Westfield Townhouse Block Party		\$ 500	
16. Panorama Neighbourhood Association's Picnic in the Park		\$ 1,000	
17. 59A Avenue Block Party		\$ 500	
18. Newton East Wall Mural Façade Enhancement Project (Proposed)		\$ 3,000	
19. 156A Street and 32 Avenue Improvement Project (Proposed)		\$ 3,000	
Allocations for 2018		\$ 21,945	\$ 72,983