



## 2018-2019 Florida Job Growth Grant Fund Public Infrastructure Grant Proposal

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed by the governmental entity applying for the grant and signed by either the chief elected official, the administrator for the governmental entity or their designee. Please read the proposal carefully as some questions may require a separate narrative to be completed. If additional space is needed, attach a word document with your entire answer.

### Governmental Entity Information

Name of Governmental Entity: City of Coral Springs

Government Federal Employer Identification Number [REDACTED]

Primary Contact Name: Kristi J. Bartlett

Title: Director of Economic Development

Mailing Address: 9500 W. Sample Road

Coral Springs, FL 33065

Phone Number: 954-344-5770

Email: kbartlett@coralsprings.org

Secondary Contact Name: Kristin Holowicki

Title: Grant Coordinator

Phone Number: 954-344-5902

### Public Infrastructure Grant Eligibility

Pursuant to section 228.101, F.S., the Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. Eligible entities that wish to access this grant fund must submit public infrastructure proposals that:

- Promote economic recovery in specific regions of the state, economic diversification or economic enhancement in a targeted industry ([View Florida's Targeted Industries here](#)).
- Are not for the exclusive benefit of any single company, corporation or business entity.
- Are for infrastructure that is owned by the public and is for public use or predominately benefits the public.

**1. Program Requirements:**

(If additional space is needed, attach a word document with your entire answer.)

Each proposal must include the following information describing how the project satisfies eligibility requirements listed on page 1.

**A. Provide a detailed description of the public infrastructure improvements.**

The City of Coral Springs will complete stormwater improvement in 1.76 miles of road and in the right of way of Corporate Park. The 442-acre Corporate Park of Coral Springs is located on the west side of

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**B. Provide location of public infrastructure, including physical address and county of project.**

The project is located at 4228 NW 120th Avenue, Coral Springs, FL 33065 in Broward County, FL. The proposed stormwater improvements are proposed along NW 35th Street, NW 37th Street, NW 118th A

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**C. Is this infrastructure currently owned by the public?**  Yes  No

If no, is there a current option to purchase or right of way provided to the County?

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**D. Provide current property owner.**

City of Coral Springs.

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**E. Is this infrastructure for public use or does it predominately benefit the public?**

Yes  No

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**F. Will the public infrastructure improvements be for the exclusive benefit of any single company, corporation or business entity?**

Yes  No

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**G.** Provide a detailed description of, and quantitative evidence demonstrating, how the proposed public infrastructure project will promote:

- Economic recovery in specific regions of the state;
- Economic diversification; or
- Economic enhancement of a Targeted Industry ([View Florida's Targeted Industries here](#)).
  - Describe how the project will promote specific job growth. Include the number of jobs that will be retained or created, and in which industry(ies) the new net jobs will be created using the North American Industry Classification System ([NAICS](#)) codes. Where applicable, you may list specific businesses that will retain or create jobs or make capital investment.
  - Provide a detailed explanation of how the public infrastructure improvements will connect to a broader economic development vision for the community and benefit additional current or future businesses.

The Corporate Park of Coral Springs is conveniently located with direct access to major highways like Sawgrass Expressway and Florida Turnpike, and only a short drive from all major seaports and airports. The Corporate Park is an ideal home for advanced manufacturing, corporate HQs, pharmaceutical, logistics, life sciences, distributions and emerging technologies.

There are over 430 businesses in the park representing over 5,000 existing employees. Many of these businesses are growing and would like to remain in the park. (see attached for further information)

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## 2. Additional Information:

(If additional space is needed, attach a word document with your entire answer.)

**A.** Provide the proposed commencement date and number of days required to complete construction of the public infrastructure project.

The proposed commencement date is October 1, 2019. Construction is expected to have a duration of 18 months.

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**B.** What permits are necessary for the public infrastructure project?

The proposed improvements will require the following permit approvals from regulatory agencies with jurisdiction over the proposed improvements within the Corporate Park:

- South Florida Water Management District Environmental Resource Permit for the proposed stormwater improvements
  - Sunshine Water Control District Permit for the proposed stormwater improvements
  - South Florida Water Management District Water Use Permit for the expected dewatering activities
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- C. Detail whether required permits have been secured, and if not, detail the timeline for securing these permits. Additionally, if any required permits are local permits, will these permits be prioritized?

Permits have not yet been secured. Permit approvals can typically be obtained from these regulatory agencies within 60 days of submittal.

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- D. What is the future land use and zoning designation on the proposed site of the infrastructure improvements, and will the improvements conform to those uses?

The current and future land use will be public right of way. The drainage and road improvements are customary in the public right of way and will conform to those uses.

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- E. Will an amendment to the local comprehensive plan or a development order be required on the site of the proposed project or on adjacent property to accommodate the infrastructure and potential current or future job creation opportunities? If yes, please detail the timeline.

Yes       No

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- F. Is the project ready to commence upon grant fund approval and contract execution? If no, please explain.

Yes       No

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- G. Does this project have a local match amount?  Yes       No

If yes, please describe the entity providing the match and the amount.

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- H. Provide any additional information or attachments to be considered for this proposal. Maps and other supporting documents are encouraged.

Maps attached.

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### 3. Program Budget

(If additional space is needed, attach a word document with your entire answer.)

**Estimated Costs and Sources of Funding:** Include all applicable public infrastructure costs and other funding sources available to support the proposal.

1.) **Total Amount Requested**      \$ 5,896,195  
 Florida Job Growth Grant Fund

**A. Other Public Infrastructure Project Funding Sources:**

City/County                      \$ \_\_\_\_\_

Private Sources                 \$ \_\_\_\_\_

Other (grants, etc.)            \$ \_\_\_\_\_

Please Specify: \_\_\_\_\_

**Total Other Funding**         \$ \_\_\_\_\_

**B. Public Infrastructure Project Costs:**

Construction                    \$ 3,283,395

Reconstruction                \$ \_\_\_\_\_

Design & Engineering         \$ 265,000

Land Acquisition                \$ \_\_\_\_\_

Land Improvement             \$ \_\_\_\_\_

Other                                \$ 2,347,800

Please Specify: Demolition,

**Total Project Costs**            \$ 5,896,195

**Note:** The total amount requested must be calculated by subtracting the total Public Infrastructure Project Funding Sources in A. from the total Public Infrastructure Project Costs in B.

- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding and any other pertinent budget-related information.

Detailed budget narrative is attached. The design of the proposed improvements is expected to have a duration of 6 months from the issuance of a Notice to Proceed by the City. The permit approvals from the regulatory agencies are expected to have a duration of 2 months from the submittal of the applications. The solicitation of bids and awarding of contracts is expected to have a duration of 6 months from the date the award agreement is signed.

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#### 4. Approvals and Authority

(If additional space is needed, attach a word document with your entire answer.)

- A. If the governmental entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

Approval of commission is needed to execute a grant agreement.

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If board authorization is not required, who is authorized to sign?

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- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the governmental entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
- ii. State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.

- i. The Coral Springs Commission meets on the 1st and 3rd Wednesday of every month.
  - ii. The twice monthly schedule accommodates most non-emergency needs.
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- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the governmental entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

Grants Policy attached which indicates City Manager has authority to execute this proposal on behalf of the governmental entity.

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I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in proposal is truthful and accurate and no material fact has been omitted.

Name of Governmental Entity: City of Coral Springs

Name and Title of Authorized Representative: Michael Goodrum, City Manager

Representative Signature: 

Signature Date: 2/27/19

## **2018-2019 Florida Job Growth Grant Fund**

### 1. Program Requirements:

#### A. Provide a detailed description of the public infrastructure improvements.

The City of Coral Springs will complete landscaping, wayfinding signs and stormwater improvements in 1.76 miles of road and in the right of way of Corporate Park. The 442-acre Corporate Park of Coral Springs is located on the west side of Coral Ridge Drive, between Sample Road and Wiles Road. Scope of work includes providing more storage for stormwater run-off by installing catch basins, drainage piping and grading swales to improve the stormwater quality prior to the discharge into receiving water bodies, re-establishes swale storage and conveyance in the Corporate Park area to eliminate standing water and providing flood mitigation. In addition to drainage improvements, the Corporate Park needs updated landscaping, irrigation and wayfinding signs.

Decades of intense hurricane activity have strained the drainage system of the Corporate Park which is home to approximately 450 businesses, resulting in prolonged flooding both during and after heavy rainfall. During Hurricane Irma, the Corporate Park businesses were negatively impacted as flooding and erosion (mainly on the south side of the NW 39th Street) forced road closures, preventing employees from getting to work for several days. Many of the businesses located in the Corporate Park rely on highly-trained and highly-skilled workers who are vital to the local economy. Finding a solution to the flooding problem and addressing the existing drainage system have become a critical priority for the City's economic health.

The proposed stormwater improvements within the Corporate Park are needed to reduce existing flooding issues within the public right of way areas in the southern portion of the Corporate Park south of NW 39th Street. There is limited existing drainage infrastructure located within right-of-way areas throughout the Corporate Park that independently discharge into either roadway swale areas or drainage ditches instead of directly into the secondary canal system. The proposed stormwater improvements would include interconnecting some of the existing drainage systems within the right-of-way areas to existing drainage facilities which currently discharge directly into the secondary canal system. Basically, the proposed stormwater improvements would divert stormwater runoff from the right-of-way areas, which are currently routed to the substandard drainage ditches on private property, directly toward the secondary canal system within the Corporate Park. This proposed stormwater improvements would reduce the flow within the substandard drainage ditches by diverting stormwater runoff from the right-of-way areas directly to canal system, which would reduce the flooding issue within the public right of way areas in the southern portion of the Corporate Park south of NW 39th Street.

Improved drainage plays an essential role in economic growth and development of the City as it will attract and increase the livelihood of a number of the City's target industries including global logistics, corporate headquarters, life sciences, manufacturing and technology.

B. Provide location of public infrastructure, including physical address and county of project. The project is located at 4228 NW 120th Avenue, Coral Springs, FL 33065 in Broward County, FL. The proposed stormwater improvements were configured based on the location of the flooding problems within the public right-of-way in the Corporate Park area. The proposed stormwater improvements are proposed along NW 35<sup>th</sup> Street, NW 37<sup>th</sup> Street, NW 118<sup>th</sup> Avenue, NW 120<sup>th</sup> Avenue, NW 124<sup>th</sup> Avenue, and NW 126<sup>th</sup> Avenue.

G. Provide a detailed description of, and quantitative evidence demonstrating, how the proposed public infrastructure will promote:

- Economic recovery in specific regions of the state;
  - Economic diversification; or
  - Economic enhancement of a Targeted Industry
- Describe how the project will promote specific job growth. Include the number of jobs that will be retained or created, and in which industry(ies) the new net jobs will be created using the North American Industry Classification System (NAICS) codes. Where applicable, you may list specific businesses that will retain or create jobs or make capital investment.
  - Provide a detailed explanation of how the public infrastructure improvements will connect to a broader economic development vision for the community and benefit additional current or future businesses.

The Corporate Park of Coral Springs is conveniently located with direct access to major highways like Sawgrass Expressway and Florida Turnpike, and only a short drive from all major seaports and airports. The Corporate Park is an ideal home for advanced manufacturing, corporate HQs, pharmaceutical, logistics, life sciences, distributions and emerging technologies.

There are over 430 businesses in the park representing over 5,000 existing employees. Many of these businesses are growing and would like to remain in the park. Exeter recently invested in the redevelopment and construction of over 300,000 square feet of warehouse, distribution, flex and manufacturing space. The ability to recruit and retain businesses to this space is contingent on having the appropriate infrastructure in place that ensures the safety and well-being of the entity.

The City is embarking on an economic strategic planning process and the Corporate Park is a key component of this process. It is our most diverse area of business and the only area in the city of Coral Springs zoned for industrial, research and development, distribution and manufacturing. It is also close to full build out positioning it as an ideal location for redevelopment. However, persistent, widespread stormwater drainage issues, aging infrastructure and much-needed upgrades would make this difficult.

Decades of intense hurricane activity have strained the drainage system of the Corporate Park resulting in prolonged flooding both during and after heavy rainfall. During Hurricane Irma, the Corporate Park

businesses were negatively impacted as flooding and erosion (mainly on the south side of the NW 39th Street) forced road closures, preventing employees from getting to work for several days. Many of the businesses located in the Corporate Park rely on highly-trained and highly-skilled workers who are vital to the local economy. Finding a solution to the flooding problem and addressing the existing drainage system have become a critical priority for the City's economic health.

Improved drainage plays an essential role in economic growth and development of the City as it will attract and increase the livelihood of a number of the City's target industries including global logistics, corporate headquarters, life sciences, manufacturing and technology.

In addition to drainage improvements, the Park needs updated landscaping, irrigation and wayfinding signs. Chen Moore conducted a needs assessment of the park in 2017 (attached) and detailed the necessary upgrades needed in order for the Park to continue to serve its residents.

The City of Coral Springs is currently facing challenges in restructuring the Corporate Park. Since January 1, 2018, the Corporate Park lost a total of 448 jobs (10 percent of overall Corporate Park jobs) due to the closing of manufacturing and distribution plants. These closures were either the result of companies ceasing operations or relocating elsewhere; these job losses led to Coral Springs being cited as an area of economic distress.

According to CoStar, Coral Springs' Corporate Park vacancy rate increased to 14.5% in the second quarter 2018, up over the previous quarter rate of 8.6%. The vacant square footage in the second quarter of 2018 has increased to 566,237 SF, compared to 142,050 SF in 2017 and 380,840 SF in 2016 around the same time.

We are currently working with several potential relocations that could offset these job losses and absorb the vacant space. The promise of infrastructure improvements goes a long way in securing these projects. The City must provide support to help the economic growth of the Corporate Park businesses and the stormwater drainage improvement project is one way to help businesses to enhance health, safety and welfare of their properties in affected areas.

Hurricane Irma necessitated us to take action and provide better drainage for this area due to excessive flooding. The flooding from Hurricane Irma caused businesses to be closed for days at a time as cars were not able to get through the streets. This caused disruptions to businesses in the area that resulted in loss of wages, loss of productivity, and damage to existing facilities. The Corporate Park area contains critical infrastructure that needs to be protected from flooding. This stormwater improvement project will promote job growth in the businesses in Corporate Park.

The following is a snapshot of businesses currently in or proposed to be in the Corporate Park.

ABB Optical (NAICS: 335314): 400 jobs retained

Airport & Commercial Equipment Suppliers, Inc. (NAICS: 335129): 2 jobs retained; 4 jobs created

Aldora (NAICS: 327211): 115 jobs retained, 35 jobs created. \$4.725M CapEx

Bluestream (NAICS: 551114): 20 jobs retained.

Cell Antenna Corporation (NAICS Code: 334220): 20 jobs retained; 12 jobs created. \$1.5 million in private investment. This project will help to increase their export business.

Decoral (NAICS:333519): 22 jobs retained. Building an additional 60K square foot facility on five acres in the Park with plans to add an 40K more square feet in the future.

Emser Tile (NAICS:423320): 22 jobs retained.

First Data (NAICS: 518210): 1300 retained.

Flora Fine Foods (NAICS Code: 311991): 110 jobs retained

Jeld-Wen (NAICS:423310): 150 retained.

KB Electronic (NAICS:335314): 150 jobs retained.

Lupin: (NAICS: 541715, 325412) 25 retained.

Millmac Corporation (NAICS Code: 336611): 4 jobs created. \$100K CapEx in new equipment and infrastructure.

Project Dormitory (NAICS:332321): Proposed 220 new jobs to Coral Springs.

Project Rockefeller (NAICS: 332710, 332322, 332116): 115 retained, 20 new. \$9.55M CapEx.

Showcase Provisions (NAICS:424470): 59 jobs retained.

Specialized Metals (NAICS Code: 331110): 11 jobs retained.

The Gemstone Factory (NAICS Code: 316998): 8 jobs retained; 4 jobs created.

The Original Frameless Shower Doors (NAICS Code: 327215): 98 jobs retained.

Tridien Medical (NAICS: 337127): 89 jobs retained.

United Medco (NAICS:424210): 62 jobs retained.

Vutec (NAICS: 33316): 115 jobs retained.

Waveguide (NAICS: 238210): 50 jobs retained.

## 2. Additional Information

A. Provide the proposed commencement date and number of days required to complete construction of the public infrastructure project.

The proposed commencement date is October 1, 2019. Construction is expected to have a duration of 18 months.

B. What permits are necessary for the public infrastructure project?

The proposed improvements will require the following permit approvals from regulatory agencies with jurisdiction over the proposed improvements within the Corporate Park:

- South Florida Water Management District Environmental Resource Permit for the proposed stormwater improvements
- Sunshine Water Control District Permit for the proposed stormwater improvements

- South Florida Water Management District Water Use Permit for the expected dewatering activities during construction activities
- Broward County Traffic Engineering Approval for the restoration/replacement of the pavement markings and signage within impacted roadway areas

Permit applications have not been submitted to these regulatory agencies at this time for the proposed improvements within the Corporate Park. The relevant permit applications will be submitted to each regulatory agency once the construction documents are prepared for the proposed improvements within the Corporate Park. Permit approvals can typically be obtained from these regulatory agencies within 60 days of submittal.

**C. Provide a detailed budget narrative including the timing and steps necessary to obtain funding and any other pertinent budget-related information.**

<u>ITEM #</u>	<u>ITEM DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>ESTIMATED UNIT PRICE</u>	<u>ESTIMATED AMOUNT</u>
<b><u>GENERAL</u></b>					
1	Mobilization	1	LS	\$250,000.00	\$250,000.00
2	Maintenance of Traffic	1	LS	\$100,000.00	\$100,000.00
3	Bonds and Insurance	1	LS	\$100,000.00	\$100,000.00
4	Permit Fees and Material Testing	1	LS	\$15,000.00	\$15,000.00
5	Construction Contingency	1	LS	\$500,000.00	\$500,000.00
6	Design and Permitting	1	LS	\$250,000.00	\$250,000.00
7	Consideration for Indemnification	1	LS	\$25.00	\$25.00
<b>GENERAL SUBTOTAL</b>					<b>\$1,215,025.00</b>
<b><u>DEMOLITION</u></b>					
8	Clear and Grade Swale	6500	SY	\$4.00	\$26,000.00
9	Remove and Dispose of Existing Asphalt Pavement	19000	SY	\$8.00	\$152,000.00
10	Remove and Dispose of Existing Drainage Structure	6	EA	\$1,000.00	\$6,000.00

11	Remove and Dispose of Existing Drainage Pipe	94	LF	\$25.00	\$2,350.08
12	Remove and Dispose of Existing Concrete Curbing	2800	LF	\$10.00	\$28,000.00
13	Remove and Dispose of Existing Driveway Approaches	1800	SY	\$20.00	\$36,000.00
14	Remove and Dispose of Existing Major Trees	10	EA	\$600.00	\$6,000.00
15	Remove and Dispose of Existing Minor Trees	20	EA	\$300.00	\$6,000.00
16	Remove and Reinstall Existing Traffic Signs	30	EA	\$300.00	\$9,000.00
<b>DEMOLITION SUBTOTAL</b>					<b>\$271,350.08</b>
<b><u>DRAINAGE</u></b>					
17	Furnish and Install 'Type C' Drainage Structure	17	EA	\$4,000.00	\$68,000.00
18	Furnish and Install 48" Drainage Catch Basin	38	EA	\$5,000.00	\$190,000.00
19	Furnish and Install 15" RCP Drainage Pipe	1000	LF	\$70.00	\$70,000.00
20	Furnish and Install 18" RCP Drainage Pipe	1100	LF	\$80.00	\$88,000.00
21	Furnish and Install 18" RCP Exfiltration Trench	7500	LF	\$120.00	\$900,000.00
22	Furnish and Install 48" Control Structure	2	EA	\$6,000.00	\$12,000.00
23	Furnish and Install 48" Conflict Structure	6	EA	\$6,000.00	\$36,000.00
24	Connect to Existing Drainage Pipe	7	EA	\$2,200.00	\$15,400.00
25	Connect to Existing Drainage Structure	12	EA	\$2,800.00	\$33,600.00
26	Furnish and Install Pollution Retardant Baffle	64	EA	\$800.00	\$51,200.00
27	Offset Existing Watermain	10	EA	\$5,000.00	\$50,000.00
28	Adjust Sewer Laterals	15	EA	\$2,500.00	\$37,500.00

**DRAINAGE SUBTOTAL****\$1,551,700.00**

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**RESTORATION**

29	Furnish and Install Asphalt Pavement Type S-1 1st Lift (1-1/4")	19000	SY	\$12.00	\$228,000.00
30	Furnish and Install Asphalt Pavement Type S-III 2nd Lift (3/4")	19000	SY	\$8.00	\$152,000.00
31	Furnish and Install Limerock Base (8")	19000	SY	\$15.00	\$285,000.00
32	Furnish and Install Stabilized Subgrade (12")	19000	SY	\$7.50	\$142,500.00
33	Mill Existing Asphalt Roadway (1")	19000	SY	\$3.00	\$57,000.00
34	Furnish and Install Asphalt Overlay (1")	19000	SY	\$8.00	\$152,000.00
35	Asphalt Driveway Restoration	1800	SY	\$40.00	\$72,000.00
36	Concrete Driveway Restoration	100	SY	\$50.00	\$5,000.00
37	Furnish and Install Concrete Catch Basin Aprons	55	EA	\$500.00	\$27,500.00
38	Furnish and Install Temporary Striping	12000	LF	\$1.00	\$12,000.00
39	Furnish and Install 6" Thermoplastic (double yellow)	400	LF	\$2.20	\$880.00
40	Furnish and Install 6" Thermoplastic yellow 10'-30' skip	9500	LF	\$1.30	\$12,350.00
41	Furnish and Install 18" Thermoplastic (solid white)	19000	LF	\$3.20	\$60,800.00
42	Furnish and Install 18" Thermoplastic (solid yellow)	1800	LF	\$3.20	\$5,760.00
43	Furnish and Install 24" Thermoplastic (stop bar)	360	LF	\$5.50	\$1,980.00
44	Furnish and Install Pavement Message & Symbols	15	EA	\$240.00	\$3,600.00
45	Furnish and Place Reflective Pavement Markers	150	EA	\$5.50	\$825.00

46	Furnish and Install Sod	6500	SY	\$4.00	\$26,000.00
47	Furnish and Install Curb/Gutter	10000	LF	\$45.00	\$450,000.00
48	Furnish and Install Guardrail	250	LF	\$50.00	\$12,500.00
49	Furnish and Install Major Trees	10	EA	\$1,200.00	\$12,000.00
50	Furnish and Install Minor Trees	20	EA	\$600.00	\$12,000.00

**RESTORATION SUBTOTAL** **\$1,731,695.00**

**TOTAL ESTIMATED CONSTRUCTION COST:** **\$4,769,770.08**

**Landscaping**

53	Trees – 2.5” DBH Installed (per ea.)	621		\$500	\$310,500
54	Shrub/Groundcover Material				
55	Sod restoration (sqft)	200,000		\$.60	\$120,000
56	Shrub Area	Varies			\$50,000
57	Irrigation (Inft)	250,000		\$.50	\$125,000
58	Design Services			\$.15	\$90,825

**Landscaping Improvements Total** **\$696,325**

**Wayfinding**

**Signage**

65	Auto Directional	18		\$4,250	\$76,500
66	Secondary Monuments	4		\$12,500	\$50,000

**Rehab Signage**

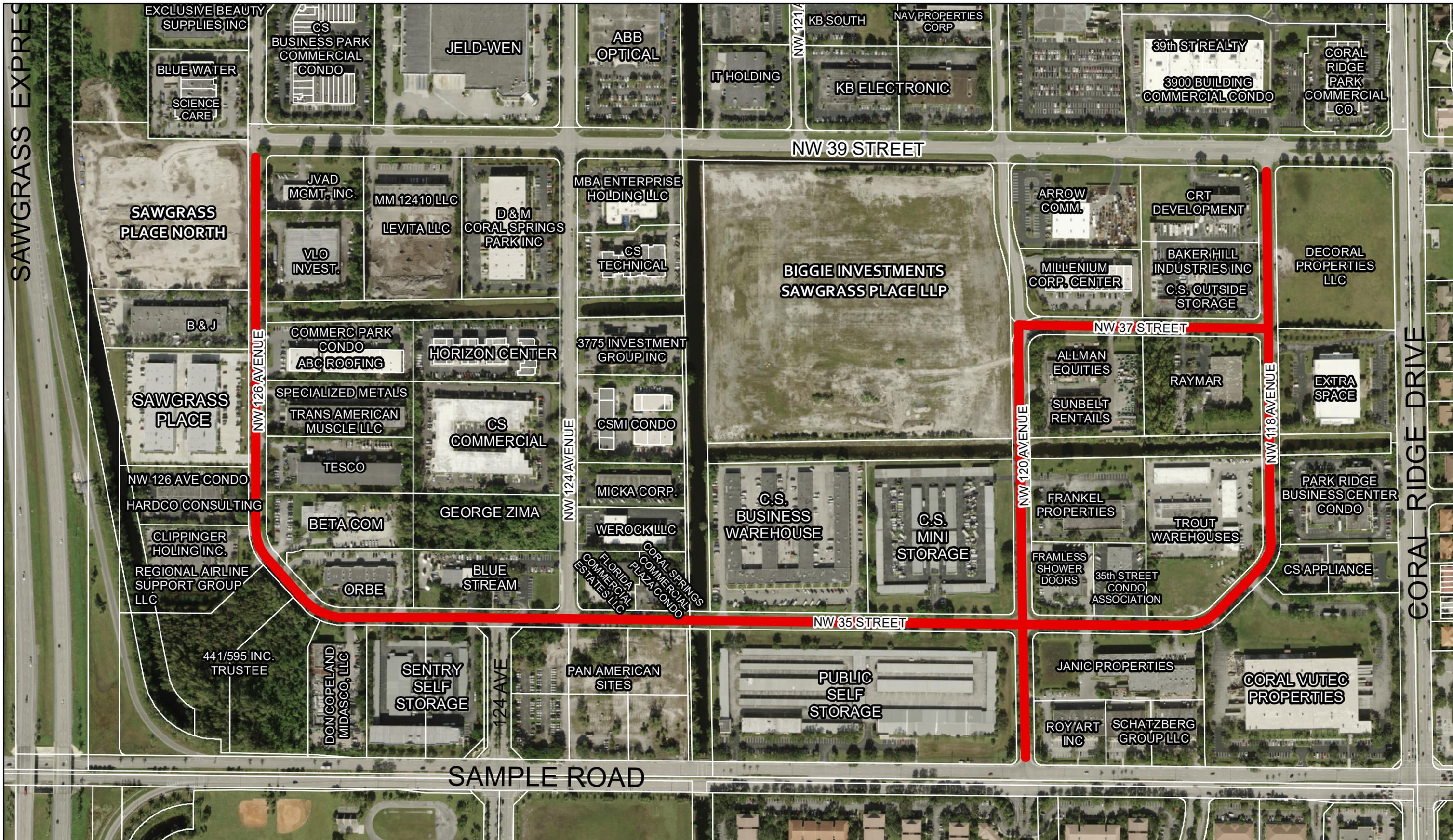
67	Linear Feet of Existing	900		\$275	\$247,500
68	Design Services			\$.15	\$56,100

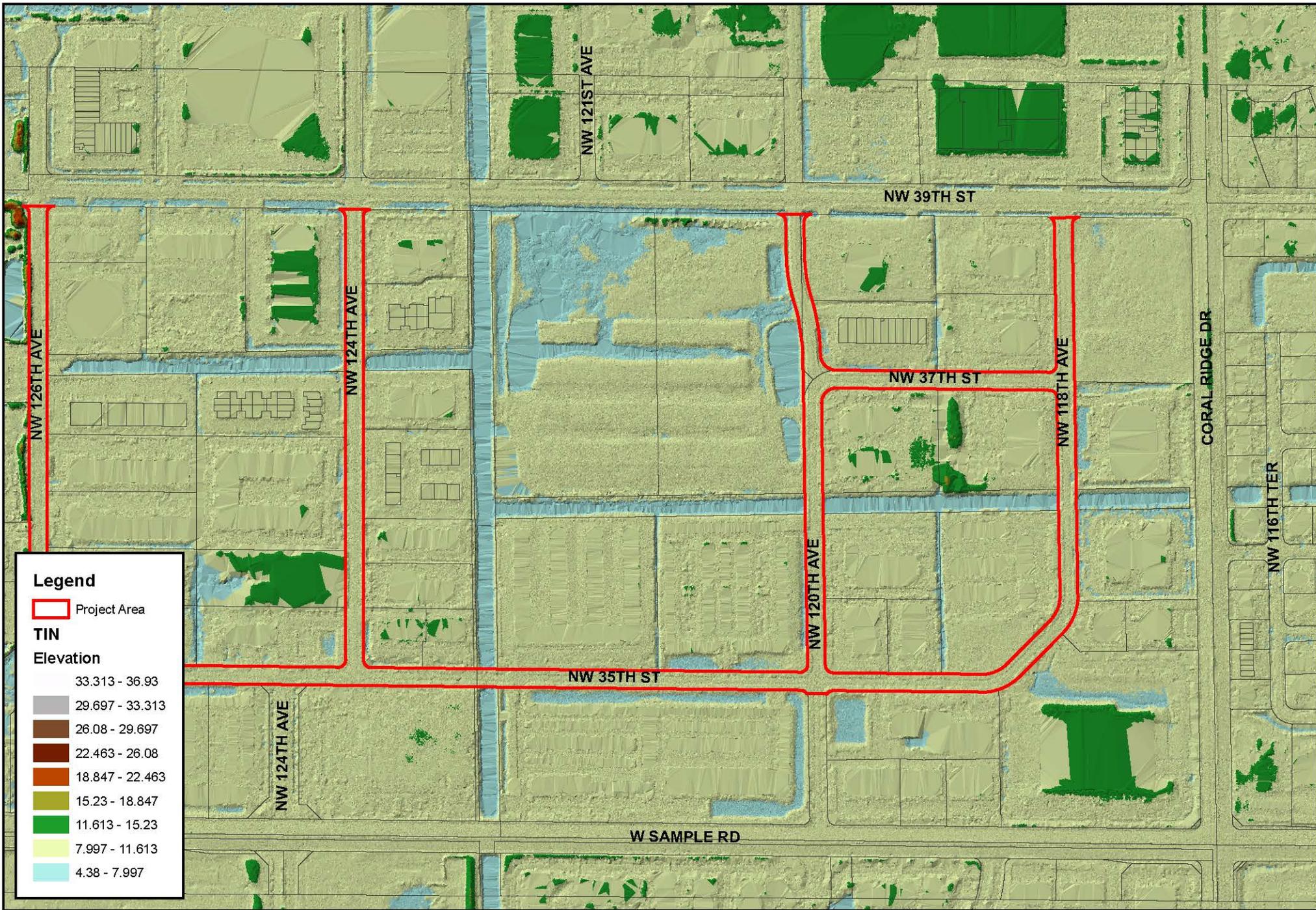
**Wayfinding Improvements Total** **\$430,100**

**Total Construction** **\$4,769,770**

**Total Estimated Cost of Improvements** **\$1,126,425**

**TOTAL PROJECT COST** **\$5,896,195**





**Legend**

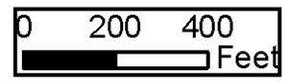
 Project Area

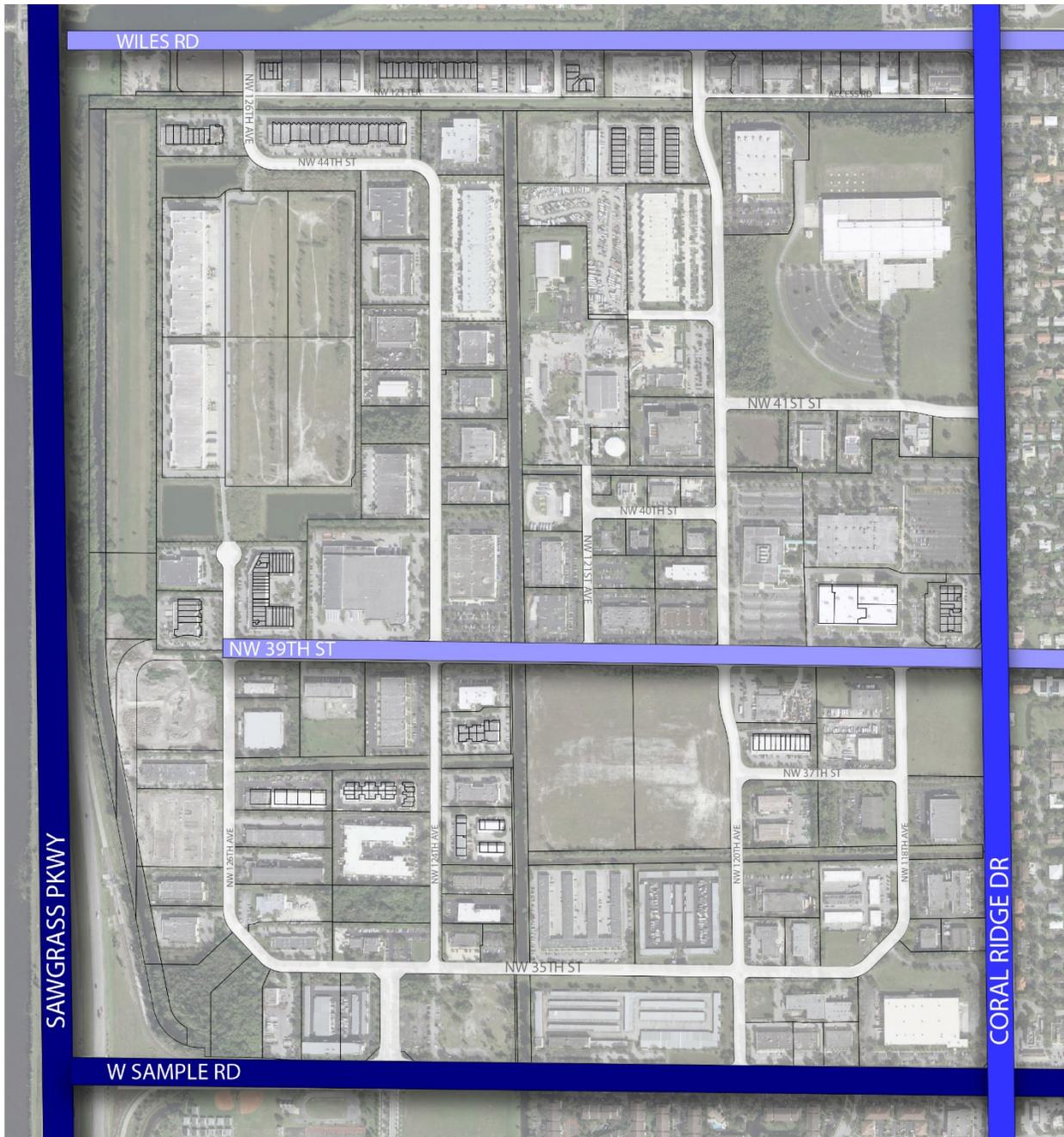
**TIN**  
Elevation

33.313 - 36.93
29.697 - 33.313
26.08 - 29.697
22.463 - 26.08
18.847 - 22.463
15.23 - 18.847
11.613 - 15.23
7.997 - 11.613
4.38 - 7.997



City of Coral Springs  
Corporate Park  
Topographic Map





CORPORATE PARK OF CORAL SPRINGS  
NEEDS ASSESSMENT



LEGEND

-  6 TRAVELING LANES
-  4 TRAVELING LANES
-  2 TRAVELING LANES
-  LOCAL STREETS

EXISTING ROAD HIERARCHY



Exhibit 1-2

### Coral Springs Corporate Park Land Use Percentage by Area

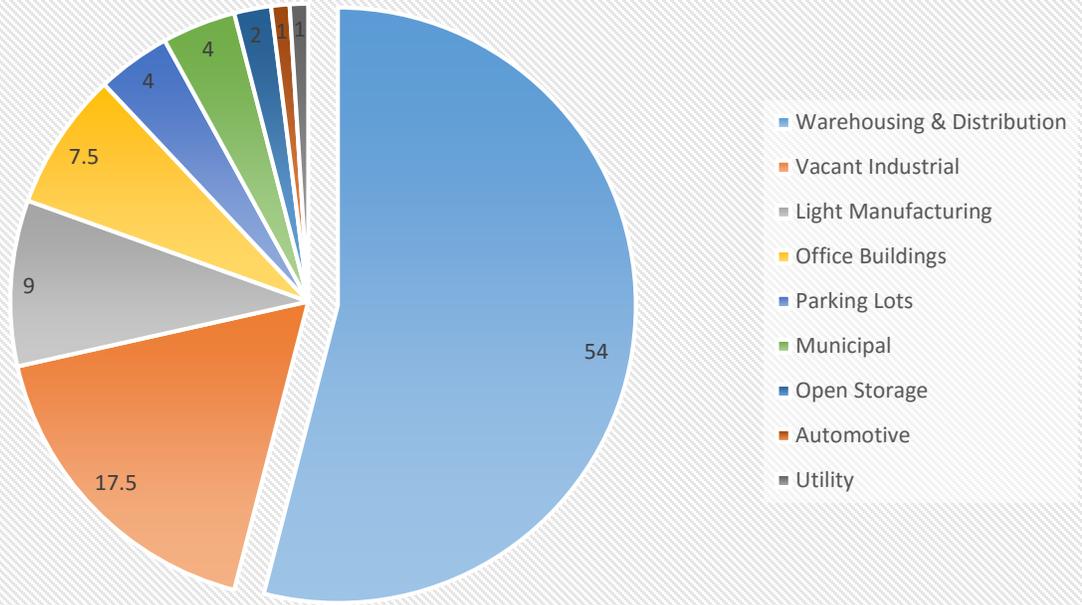


Exhibit 1-3

## 4. Lighting

### **Introduction:**

This study focuses on lighting as it relates to user safety, user perception of safety and mitigation of illegal activity within the District.

The majority of users will arrive and depart the District by means of automotive transportation. To increase user safety, it is important that all roads are adequately lit with appropriate street lighting. This is especially important at non-signalized intersections which comprise the majority of intersections within and surrounding the District.

Lighting can also serve as a means to mitigate illegal activity by increasing surveillance. This study investigates the existing lighting conditions within areas of the District that are affected by illegal activity, particularly illegal dumping.

### **Findings:**

All existing street lights are 400W high pressure sodium vapor (HPSV) fixtures installed on utility poles at distances averaging between 200 and 300 feet (refer to Exhibit 4-1). The street lights are owned and operated by Florida Power and Light (FPL). The City of Coral Springs currently pays FPL for electrical service for the street lighting. Gaps in service were identified through the completion of a photometric study which can be found in Appendix B and Appendix C.

Illegal dumping was reported by citizens during community workshops and observed during the study along the access road in the northwest corner of the District that spans from NW 120<sup>th</sup> Ave to Coral Ridge Drive where no street lighting presently exists (refer to Exhibit 4-2). Similar conditions exist along the access road between Wiles Road and NW 126<sup>th</sup> Avenue.

During evening field visits, CMA observed that several of the street lights failed to reach their maximum potential light distribution due to the dense canopy of existing trees blocking the light. The condition was observed in several locations throughout the District.

### **Recommendations:**

To increase safety and mitigate illegal activity within the District it is recommended that the City of Coral Springs execute the following:

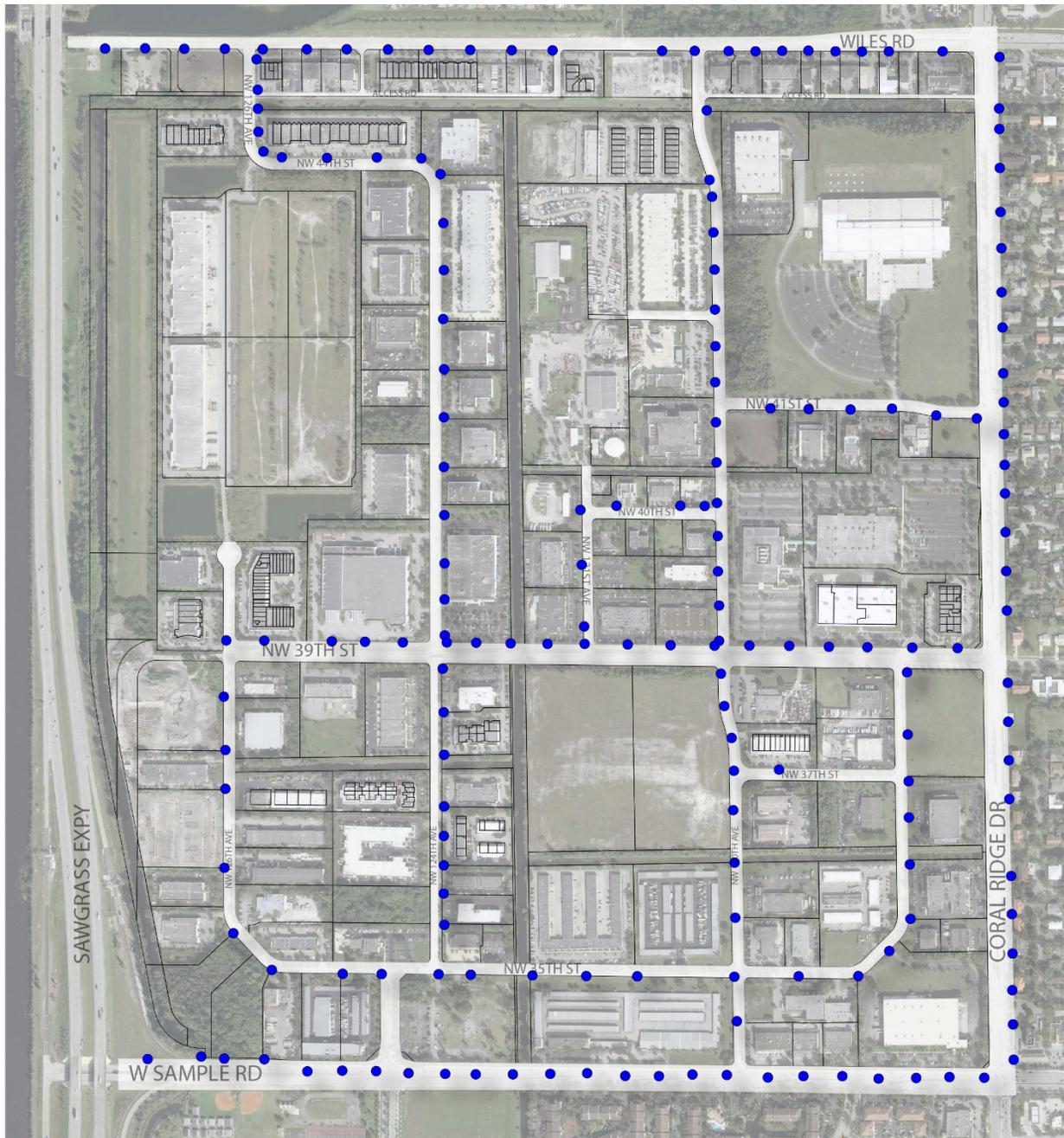
1. Coordinate with FPL to upgrade all existing HPSV street lights (105 total) to Light Emitting Diode (LED). The District would benefit from a safety, operational, and aesthetic standpoint by upgrading to current lighting technology. Other benefits include the elimination of light trespass, as modern fixtures direct light more effectively to the locations where it is needed.
2. Exhibit 4-3, based on the photometric analysis results located in Appendix C, identifies 45\* locations that would benefit from the installation of new light poles with LED fixtures. These upgrades include the addition of street lighting to both of the access roads along Wiles Road as well as continuous illumination throughout the District. Coordinate with FPL to perform an

additional field assessment and photometric analysis based on available fixtures through FPL, and install necessary lighting.

3. Prune trees in the right-of-way to allow current light fixtures to illuminate larger areas.

The City will incur an estimated cost of approximately \$300,000\* associated with the completion of the recommended lighting improvements for the District. Because LED lights are more energy efficient than conventional HPSV, have a longer lifespan and require less maintenance, the initial cost of installation would be offset by the operational savings over time\*.

\*The figures above may vary based on FPL product availability and service.



**CORPORATE PARK OF CORAL SPRINGS  
NEEDS ASSESSMENT**



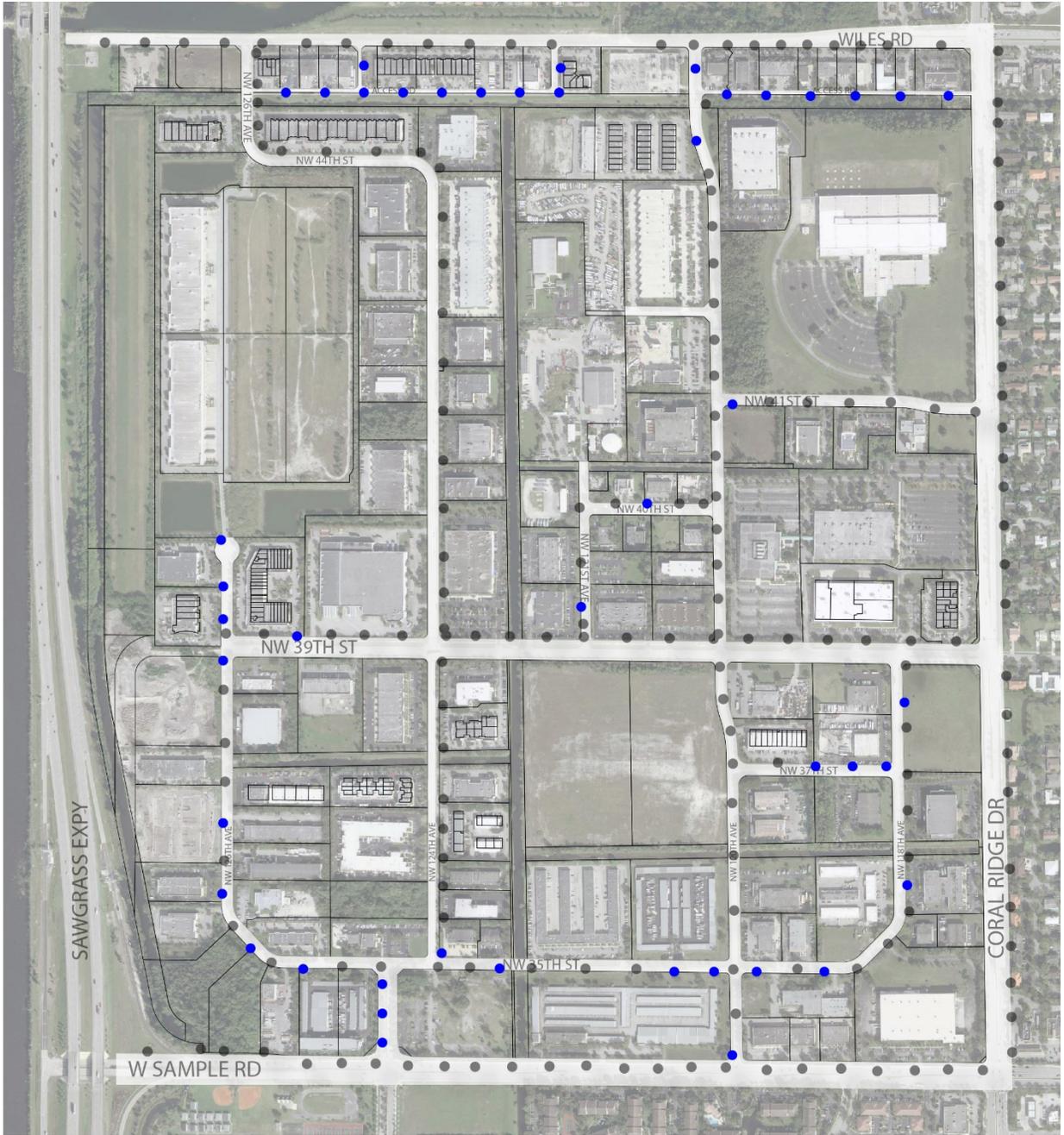
**LEGEND**

- EXISTING 400W HPSV STREET LIGHTS

EXISTING LIGHTING



Exhibit 4-1



**CORPORATE PARK OF CORAL SPRINGS  
NEEDS ASSESSMENT**



**LEGEND**

- PROPOSED 280W LED FIXTURES ON EXISTING LIGHT POLES
- PROPOSED LIGHT POLES WITH 280W LED FIXTURES

**POTENTIAL LIGHTING  
IMPROVEMENTS**



Exhibit 4-3

## 5. Landscaping & Irrigation

### **Introduction:**

This study focuses on the following forms of landscaping within and adjacent to the right-of-way within the District: street trees, buffer strips, gateway vegetation and accent vegetation.

Street trees provide myriad benefits to property owners and users to include increased property value, mitigation of stormwater, increased public health, decreased heat island effect from adjacent impervious surfaces (e.g. roads and sidewalks), a hospitable environment for pedestrians, traffic calming and roadway beautification. The City of Coral Springs's minimum landscape requirements for zoning districts, Section 250833 of the Land Development Code states a minimum street tree requirement of one (1) tree for every forty (40) linear feet of road. For the purpose of this study all trees referred to as existing street trees are either trees in the right-of-way or trees on private property adjacent to the right-of-way that are not incorporated into a buffer strip planting. This study identifies all existing street trees and examines the potential for additional street trees in the right-of-way based on the minimum code requirements for new development. Potential tree locations are intended to avoid conflict with existing plant material, site-lines, flumes, lighting, driveways and signage. These locations do not take into consideration any potential underground utility conflicts which may reduce the number of potential locations. Species selection must be carefully considered when planting in locations proximal to overhead powerlines and/or adjacent to existing or proposed swales.

Buffer strips are required within the District on private property between the right-of-way and any adjacent vehicular use. Buffer strips can be comprised of shrub material or a combination of shrub material and trees. This study addresses buffer strips to determine any existing vegetation on private property that may prohibit the installation of additional street trees.

Gateway and accent vegetation can be utilized to enhance a landscape by repeating species and patterns throughout a District. Gateway vegetation can be defined as vegetation that is planted for the purpose of defining an entrance. For the purposes of this study accent vegetation can be described as shrub material planted along a corridor to increase aesthetic value and create a sense of continuity along an expanse of right-of-way. This study encompasses existing gateway and accent vegetation within the right-of-way and identifies opportunities to make improvements.

The responsibility of landowners to maintain the right-of-way adjacent to their property is described in The City of Coral Springs Land Development Code Section 250835, Maintenance Requirements. Here, it is stated that "all owners of land or their agents shall be responsible for the maintenance of all landscaping. This includes mowing and maintaining abutting rights-of-way, swales, lakes and canal banks. Landscaping shall be maintained in a good condition so as to present a healthy, neat and orderly appearance at least equal to the original installation and shall be mowed or trimmed in a manner and at a frequency so as not to detract from the appearance of the general area. Landscaping shall be maintained to minimize property damage and public safety hazards, including removal of living, dead or decaying plant material, removal of low hanging branches and those obstructing street lighting and maintenance of sight distance standards as set forth herein." This study will generally address any immediate concerns with the noncompliance of this code.

**Findings:**

There are approximately 640 existing street trees within The District and along the adjacent right-of-way of Sample Road, Coral Ridge Drive and Wiles Road (refer to Exhibit 5-1). Of the existing street trees, the dominant species include Mahogany, Live Oak, Silver Buttonwood, Green Buttonwood, Black Olive, Pitch Apple, Royal Palm, Cabbage Palm, Washingtonia Palm, Bottle Brush, Loquat, Bald Cypress, Ligustrum and Pongam. Most of the existing street trees are in fair to good condition. There are, however trees located along NW 39<sup>th</sup> Street, NW 35<sup>th</sup> Street and NW 120<sup>th</sup> Ave that are in poor condition and in need of removal (refer to Exhibit 5-2). The Black Olive trees located along NW 35<sup>th</sup> Street between NW 124<sup>th</sup> Avenue and NW 120<sup>th</sup> Ave are in need of pruning to provide safe vehicular access and exposure for existing street lights (refer to Exhibit 5-3).

There are approximately 621 potential street tree locations based on an average of one (1) tree for every forty (40) linear feet of roadway excluding vehicular access points (refer to Exhibit 5-4). Of these locations 482 are within The City of Coral Springs right-of-way; 100 are within Broward County right-of-way along Wiles Road; and 39 are within The Sunshine Water Control District (SWCD) parcel along the access road between NW 126<sup>th</sup> Avenue and Wiles Road. Presently the southern right-of way and parcel owned by SWCD along this access road are being utilized as additional parking (refer to Exhibit 5-5). The introduction of street trees to this property would discourage parking where compaction can negatively impact drainage and improve the appearance of the streetscape.

Presently all primary gateways and the corner of Sample Road and Coral Ridge Drive have gateway vegetation surrounding each monument. The existing vegetation is generally in good to fair condition and follows a pattern and palette consistent throughout the District. A portion of the vegetation surrounding the monument on the west side of the gateway at Sample Road and NW 120<sup>th</sup> Avenue has suffered injury and is in need of replacement. There is no existing gateway vegetation at any of the secondary gateways. Additionally, there are no corridors within the District that utilize accent vegetation within the right-of-way to create a unified landscape and increase aesthetic appeal.

There are approximately 28 parcels within the District that have existing well permits for landscape use. These parcels are identified in Exhibit 5-6. The City of Coral Springs provides irrigation to existing gateway vegetation via potable water connections.

**Recommendations:**

To improve the condition of the right-of-way within the District it is recommended that the City of Coral Springs execute the following:

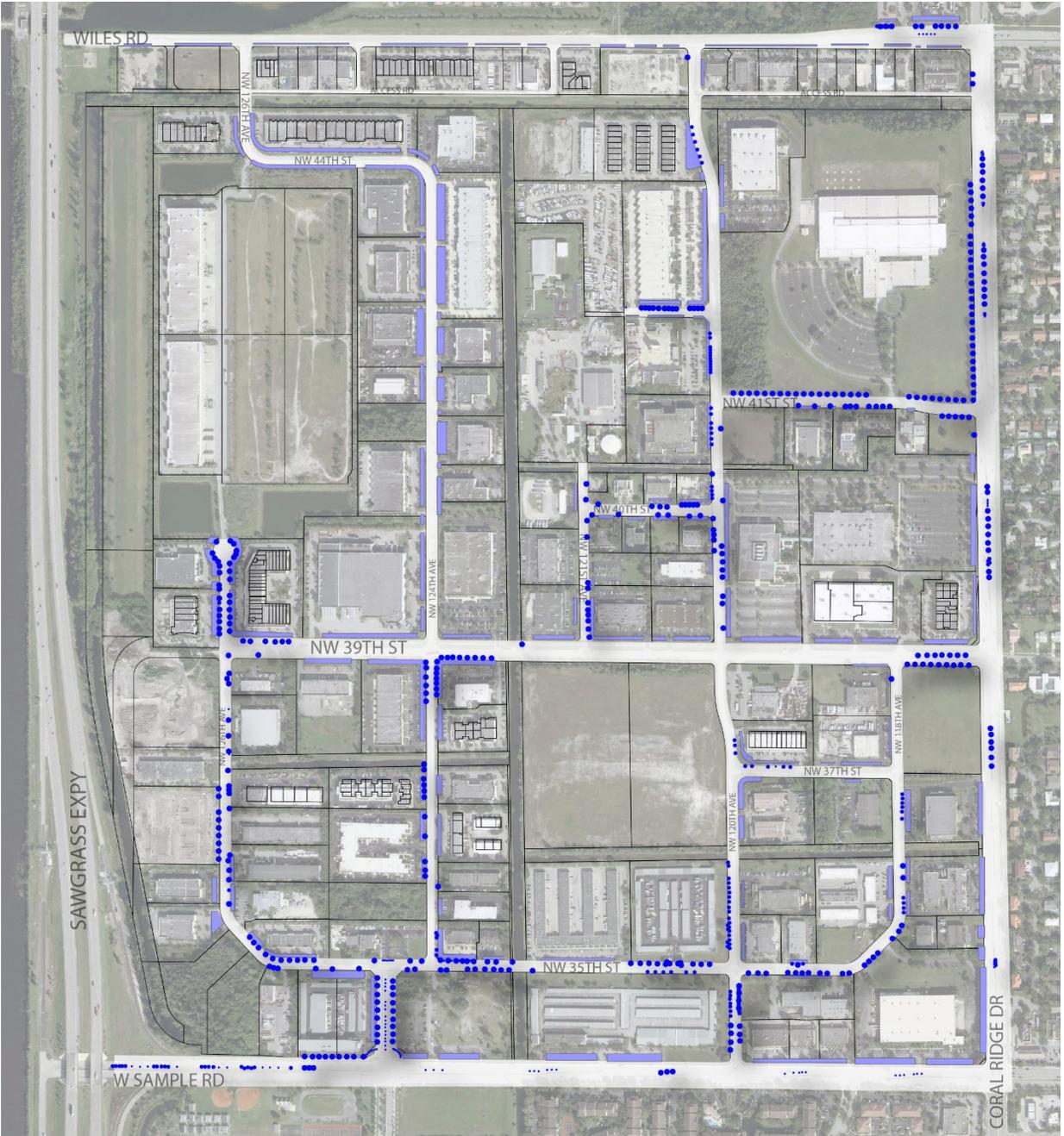
1. Establish a specific species palette and pattern for each corridor within the District and strategically increase the canopy coverage over impervious surfaces to meet the City of Coral Springs development standard of one (1) tree per forty (40) linear feet of roadway. The species palettes for each corridor should incorporate many of the existing tree species noted above excluding the following: Black Olive trees which present maintenance issues and potential infrastructure conflicts; Loquat and Ligustrum trees which are in decline throughout the District and in need of replacement; and Pongam trees due to their invasive potential. The species palette should take into consideration species appropriate for use in

proximity to overhead utility lines and/or drainage swales, as well as provide adequate genus diversity to mitigate potential pests and pathogens.

Street trees should be installed at a minimum six (6) feet from the pavement edge and a minimum of five (5) feet from any existing or proposed flumes. If existing trees are removed due to the construction of proposed drainage improvements, replace trees in accordance with the established palette and pattern for that corridor.

2. Require new development to remain consistent with the established streetscape palette.
3. Coordinate with Broward County to install trees in the Wiles Road corridor north of the District to enhance the northern access to the park and meet mutual canopy goals.
4. Coordinate with the Sunshine Water Control District to install trees along the access road between NW 126<sup>th</sup> Avenue and Wiles Road to deter parking on land designated for stormwater infiltration.
5. Utilize the Tree Trust Fund to install trees and irrigation on the public lands mentioned above: city right-of-way, Broward County right-of-way and Sunshine Water Control District land. Refer to Section 212 of the City of Coral Springs Land Development Code located in Appendix I.
6. Coordinate with property owners to utilize existing private wells to maintain street trees in adjacent right-of-way.
7. Coordinate with property owners to install street trees consistent with the streetscape palette on private property where they cannot be accommodated in the adjacent right-of-way.
8. Replace gateway vegetation as needed. Utilize existing palette for uniformity.
9. Enforce proper maintenance of right-of-way vegetation to include tree trimming, removal and replacement of declining vegetation, waste removal and mowing.
10. Install accent vegetation to flank the proposed street trees along NW 39<sup>th</sup> Street. This major thoroughway bisects the District and has a wide right-of-way presenting an opportunity to create a unified streetscape through the addition of both trees and shrub material.
11. Install gateway vegetation at all proposed secondary gateways around monument signs.

The estimated total cost associated with the completion of all landscaping improvements to include the installation of all proposed street trees, installation of irrigation, sod restoration, installation of proposed gateway vegetation and the installation of accent vegetation along NW 39<sup>th</sup> Street is approximately \$700,000.00.



CORPORATE PARK OF CORAL SPRINGS  
NEEDS ASSESSMENT



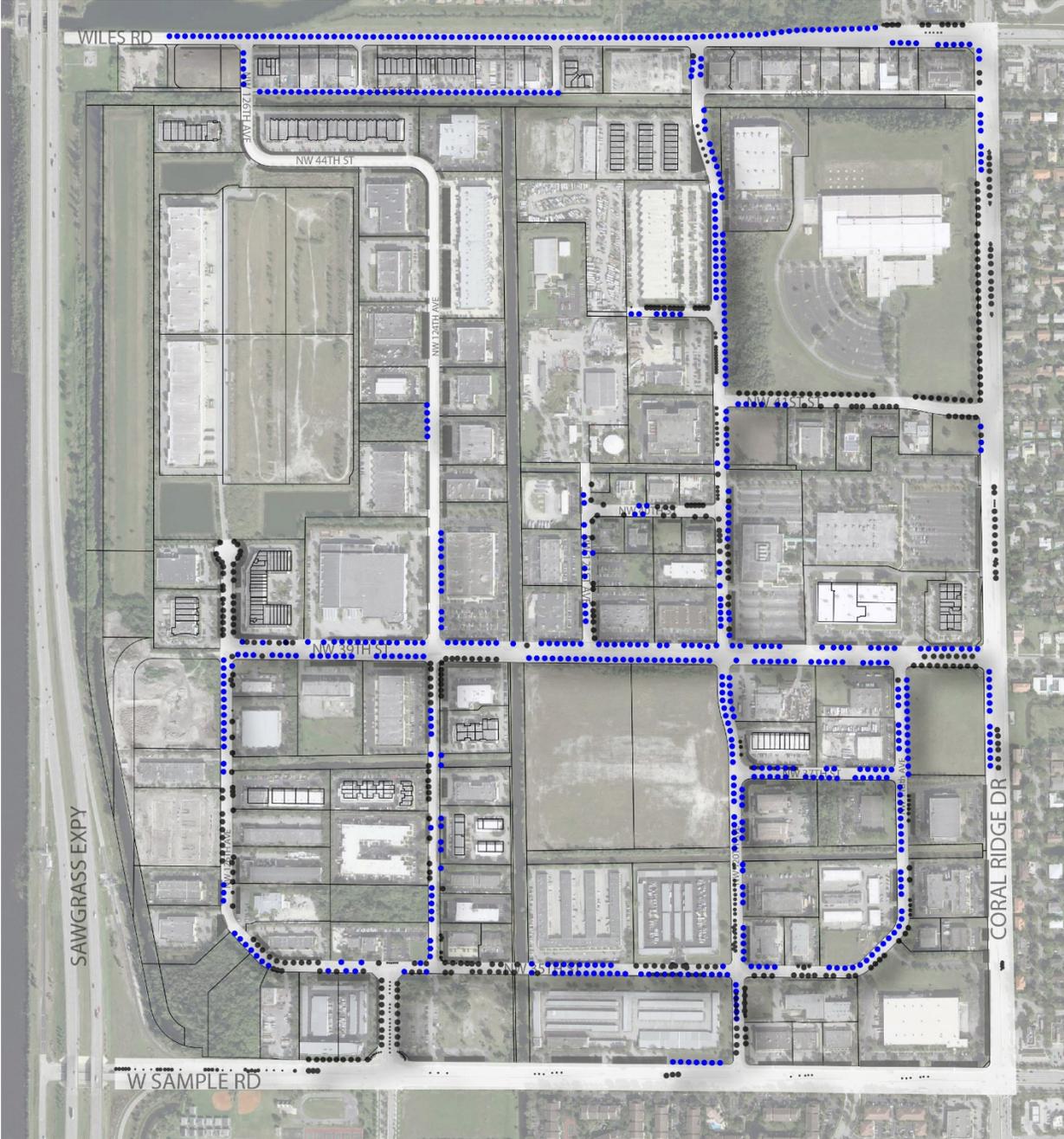
LEGEND

- EXISTING STREET TREE
- LANDSCAPE BUFFER

EXISTING STREET TREES



Exhibit 5-1



CORPORATE PARK OF CORAL SPRINGS  
NEEDS ASSESSMENT



LEGEND

- POTENTIAL STREET TREE
- EXISTING STREET TREE

POTENTIAL STREET  
TREE LOCATIONS



Exhibit 5-4

## 7. Wayfinding

### **Introduction:**

Wayfinding is a system of communication, often visual that functions to orient users within a specific place. The most common forms include directional signage, maps and graphics. The goal of wayfinding is to ensure that users know where they are and how they get to their desired destination.

A node is a point of intersection within a space. A node can simply be a traffic intersection or it could be a common gathering space. A gateway is a node that also functions as a threshold from one place into another. Properly executed wayfinding utilizes nodes and gateways to disseminate information to users. Nodes often provide directional information, whereas gateways typically announce arrival or departure.

This study mapped the existing gateways, nodes and wayfinding signage to identify opportunities to improve user orientation within and surrounding the District.

### **Findings:**

There are three (3) primary gateways and three (3) secondary gateways to the District as shown in Exhibit 7-1. A primary gateway is distinguished from a secondary gateway as hosting a greater number of users who enter and exit the District at that location. The primary gateways, which are adjacent to major thoroughfares, exist at the intersections of West Sample Road and NW 124<sup>th</sup> Avenue; West Sample Road and NW 120<sup>th</sup> Avenue; and Coral Ridge Drive and NW 39<sup>th</sup> Street. The less frequented secondary gateways can be found at the intersections of Wiles Road and Northwest 126<sup>th</sup> Avenue; Wiles Road and Northwest 120<sup>th</sup> Avenue; and Coral Ridge Drive and Northwest 41<sup>st</sup> Street. Each of the three (3) primary gateways are appropriately marked with two (2) gateway monuments (one flanking each side of the entrance), a threshold of pavers on the ground plane and gateway vegetation consistent at each location. The secondary gateway, located at the intersection of Wiles Road and NW 126<sup>th</sup> Avenue, is the only one (1) of the three (3) secondary gateways that is appropriately marked with a solitary monument. It has neither gateway vegetation nor a ground plane feature. All existing monument signs need painting and replacement of the lettering, but otherwise appear to be in sound structural condition. Refer to Exhibit 7-1 for locations.

There are four (4) primary nodes within the District as shown in Exhibit 7-1. These locations are distinguished from other intersections as being experienced by a greater number of users. Aside from typical street signage that identifies the user's current location, there is no existing auto directional signage to guide users to their desired location.

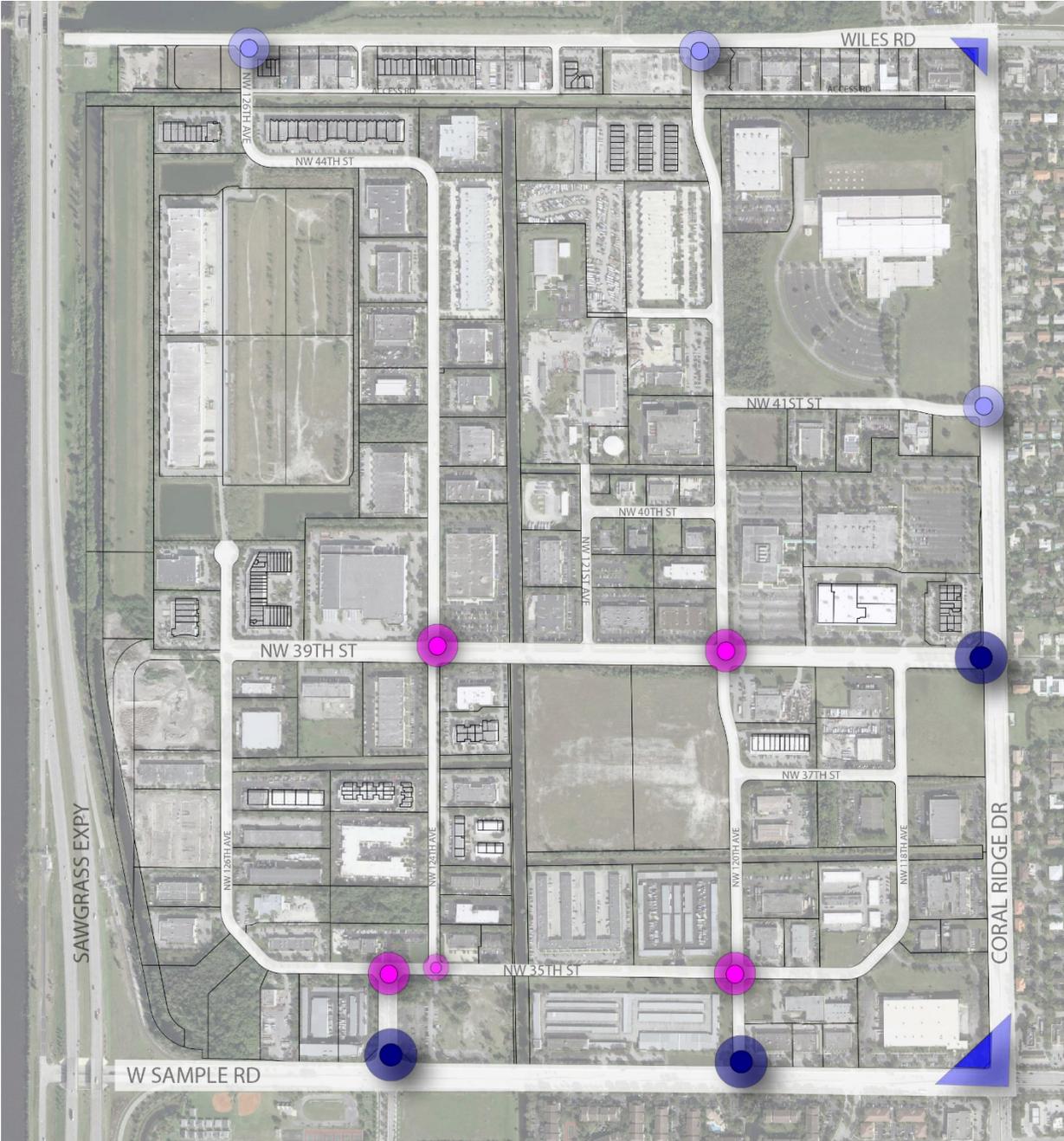
The southeast corner of the District, defined by the intersection of West Sample Road and Coral Ridge Drive and the northeast corner of the District, defined by the intersection of Wiles Road and Coral Ridge Drive are highly visible District boundaries. Comparably, the southeast boundary borders a larger intersection than the northeast boundary, thus referred to as primary and the northeast as secondary in Exhibit 7-1. The southeast boundary is appropriately marked with a large monument and vegetation consistent with the primary gateways of the District. The northeast boundary has no monument defining the District to users.

**Recommendations:**

To improve user orientation within and surrounding the District it is recommended that The City of Coral Springs execute the following:

1. Update all existing monuments to include painting and replacing lettering. Conceptual rehabilitation is shown in Exhibit 7-5.
2. Develop a sign family, to include auto directional signage and rehabilitated monuments, with a consistent theme that can be utilized in different applications throughout the District (refer to Exhibit 7-6).
3. Install new gateway monuments on public land at the southwest corner of the intersection of Wiles Road and Coral Ridge Drive and in the median at the intersection of Wiles Road and Northwest 120<sup>th</sup> Avenue (refer to Exhibit 7-3).
4. Obtain an easement to install new gateway monuments at the intersection of Coral Ridge Drive and Northwest 41<sup>st</sup> Street to notify all users of their arrival into the District (refer to Exhibit 7-3).
5. Install themed auto directional signage at all primary nodes throughout the District to orient new users including visitors and delivery personnel (refer to Exhibits 7-3 and 7-6).

The estimated cost associated with the completion of all recommended wayfinding improvements is approximately \$430,000.00.



**CORPORATE PARK OF CORAL SPRINGS  
NEEDS ASSESSMENT**



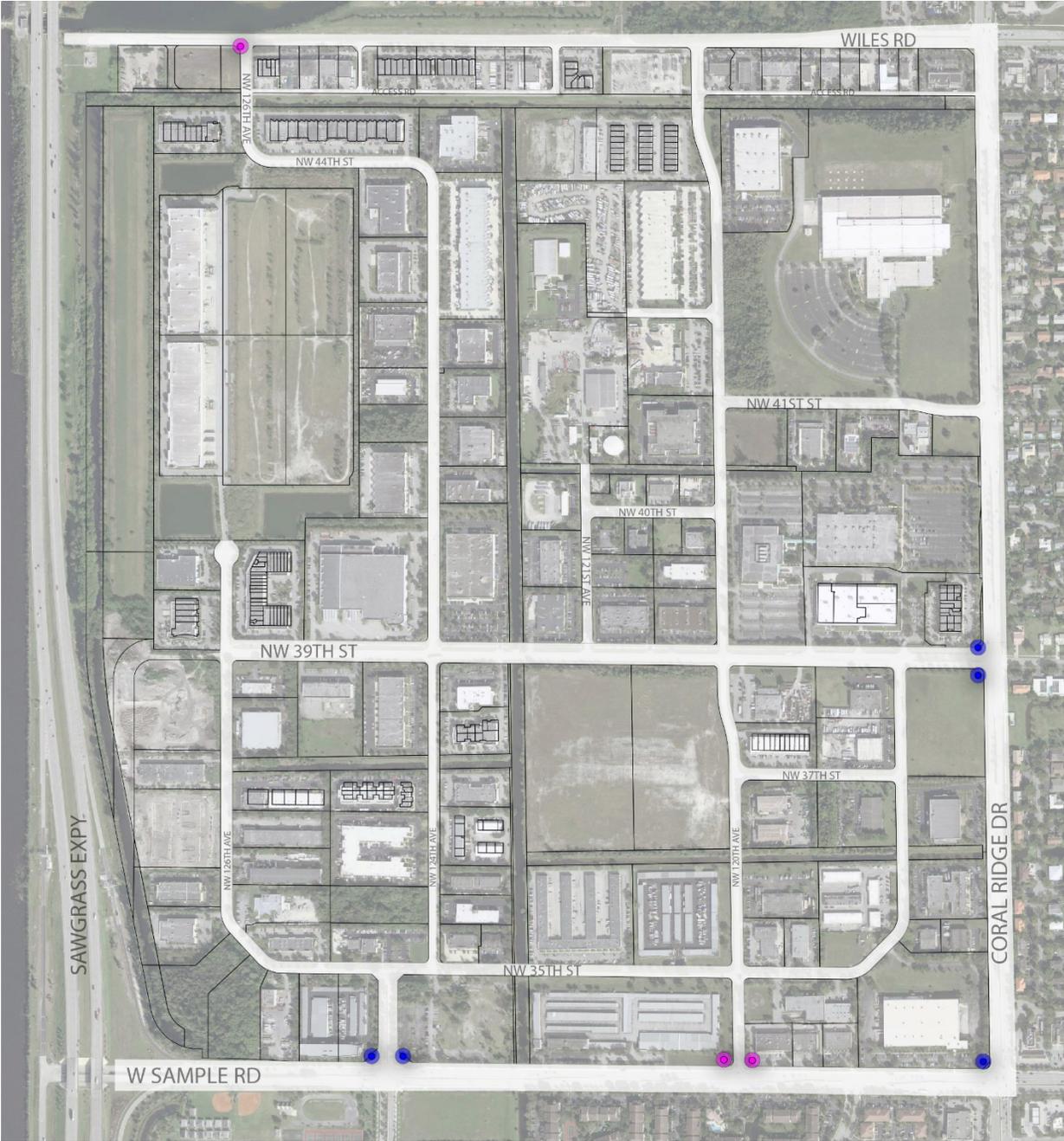
**LEGEND**

-  PRIMARY GATEWAY
-  SECONDARY GATEWAY
-  PRIMARY NODE
-  PRIMARY DISTRICT BOUNDARY
-  SECONDARY DISTRICT BOUNDARY

**EXISTING GATEWAYS  
AND NODES**



Exhibit 7-1



CORPORATE PARK OF CORAL SPRINGS  
NEEDS ASSESSMENT



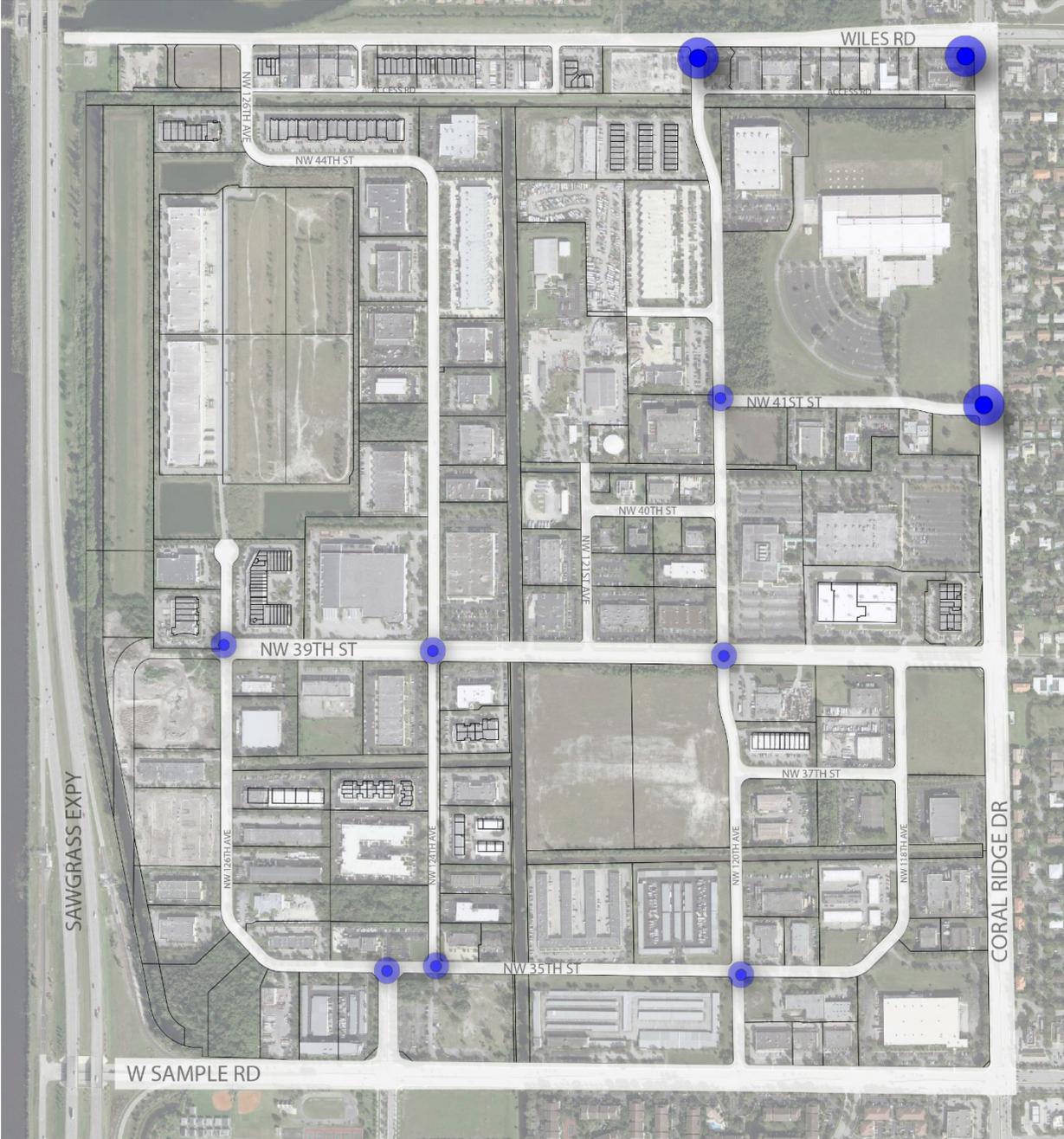
LEGEND

- PRIMARY GATEWAY MONUMENT
- SECONDARY GATEWAY MONUMENT

EXISTING MONUMENTS



Exhibit 7-2



**CORPORATE PARK OF CORAL SPRINGS  
NEEDS ASSESSMENT**



**LEGEND**

-  POTENTIAL MONUMENT
-  POTENTIAL AUTO DIRECTIONAL SIGNAGE

**POTENTIAL MONUMENTS  
AUTO DIRECTIONAL SIGNAGE**



Exhibit 7-3



Coral Ridge Dr & NW 39th St



Sample Rd & NW 120th Ave



Wiles Rd & NW 126th Ave

Exhibit 7-4: Existing Monument Signs



Existing 7-5: Conceptualization of Proposed Monument Rehabilitation



Exhibit 7-6: Conceptual Sign Family Additions



<b>CHAPTER: 09 – Finance and Budget</b>	<b>POLICY #:</b>	<b>09.04.05</b>
	<b>OFFICE/DEPARTMENT:</b>	<b>Budget and Strategy</b>
	<b>EFFECTIVE DATE:</b>	<b>09/05/17</b>
	<b>CITY MANAGER:</b>	<b>Michael Goodrum</b>
<b>SECTION: 04 – Budget Procedures</b>	<b>PAGE:</b>	<b>1 of 5</b>
<b>SUBJECT: 05 – Grants Administrative Policy</b>		

**PURPOSE**

The purpose of this Grants Policy Statement is to establish policies and procedures for the administration of grants in the City of Coral Springs.

**SCOPE**

This is a City-wide Policy Statement affecting all departments that research, apply for, or administer grants.

**POLICY**

**A. Authority to Apply for Grant Funding**

Only the City Manager or an authorized designee may sign and submit grant applications on behalf of the City of Coral Springs. City Commission approval is not required in order to apply for a grant.

**B. Coordination of Grant Policy and Grant Operations**

The City of Coral Springs must be able to track and manage grants at all stages of the grants process from funding research through project closeout. To accomplish this policy requirement, the position of Grant Coordinator is hereby established within the Management and Budget Department. The Grant Coordinator shall be responsible for:

- (1) Developing, revising and distributing the official grants policies and procedures of the City of Coral Springs.
- (2) Coordinating the tracking of grant applications, awards and major project management decisions associated with awarded grants.
- (3) Assisting departments with the interpretation and application of city, county, state, federal or other grants policies.
- (4) Assisting with the resolution of disputes between the City of Coral Springs and funding sources.

- (5) Offering grants training and technical assistance services.
- (6) Preparing agenda items for City Commission meetings for grant approval once awarded.

#### C. Proposal Development

Proposal Development, led by the Grant Coordinator, provides funding research and the preparation of grant proposals. The Grant Coordinator shall:

- (1) Research appropriate funding opportunities.
- (2) Inform all departments about relevant funding opportunities.
- (3) Write grant proposals.
- (4) Upon request, review proposals written by other departments.
- (5) Offer training and technical assistance in proposal writing.

Departments are strongly encouraged to develop and share their own expertise in grant proposal writing and to use the services of the Grant Coordinator when needed.

#### D. Departmental Responsibility for Grants

Department directors and key technical staff are responsible for generating funding ideas, helping to identify funding opportunities, participating in program planning and proposal writing, and managing the day-to-day functions associated with a successful grant award.

The director of every department is accountable for all grants within his or her departmental jurisdiction. In cases where more than one department is responsible for a grant, a lead department shall be designated for accountability.

Each department director shall:

- (1) Appoint a grants liaison for the department.
- (2) Designate a project manager for every grant awarded to the department.
- (3) Implement awarded grant projects according to the terms and conditions of each grant award.
- (4) Ensure that the designated grant liaison for the department tracks grant awards and consults with the Grant Coordinator on a regular basis.
- (5) Ensure that the designated grants liaison and all project managers know how

to designate project expense codes, complete grant drawdown forms, and monitor project funding using prescribed procedures.

(6) Ensure that requests for grant funds are promptly submitted to minimize the advance use of City funds. All drawdowns of grant funding must conform to funding source and City policy pertaining to the receipt of grant funds.

(7) Ensure that project reporting requirements and deadlines for submission are observed.

#### E. Acceptance of Grants

All approved grants must be accepted by ordinances that simultaneously accept the grant and appropriate the funding. Prompt acceptance of grant awards either by regular or emergency adoption is essential in order as to expedite the execution of awarded grants by the City Manager or an authorized designee. To ensure that grants are promptly accepted by the City, the following shall be observed by all departments:

(1) Grant acceptances shall be accomplished through a resolution that formally accepts the grant and appropriates the funding at the same time. Appropriations language must clearly indicate that the funding is Special Revenue Funding.

(2) In cases where a local or other match is required, the ordinance shall specify the source of funding by account name, project code, title, or other identifying characteristics.

(3) In circumstances where a funding source demands that a grant be accepted within 30 days or less, and a waiver from the funding source is unlikely, the grant acceptance shall be accomplished by an emergency resolution.

(4) If grant award requires an agreement it will be forwarded to the City Attorney's office for review and approval before acceptance.

(5) In those circumstances where local or other match appropriations are committed but not yet firmly in hand, the grant shall be accepted by resolution and followed by an appropriations ordinance as soon as possible.

(6) Once awarded a grant shall be approved for acceptance by the City Commission.

#### F. Finance Department Grant Functions and Responsibilities

The Director of Finance shall:

(1) Have exclusive authority to deposit all grant funding received by the City into appropriate accounts designated by finance departmental personnel.

(2) Establish appropriate account code assignments for charging costs to grants. (Account code assignments must not conflict with the items of cost contained in the approved grant budget.)

(3) Record revenues and expenditures associated with approved grants.

(4) Ensure that the accounting system of the City is capable of tracking revenue and expenditures associated with every grant award regardless of how grant funding is appropriated.

(5) Issue regular reports on the status of grant-funded projects to operating departments and issue special reports when needed to the Department of Internal Audit and the Grant Coordinator.

(6) Counter-sign grant drawdown requests, whether on an advance or reimbursement basis.

#### G. Administration of CDBG and Employment Grant Funding

Overall coordination and administration of Community Development Block Grant (CDBG) funding shall remain within the Department of Community Development. However, the Department of Community Development shall participate in the City grant tracking system established by this policy and implementing procedures. The Grant Coordinator shall review and certify that the system of grant administration maintained within the Department of Community Development is comparable to that prescribed for other City programs and complies with applicable funding source rules concerning program management, grant administration and other provisions of law and policy that raise compliance issues.

#### H. Internal Audit of Approved Grants

All grants awarded to the City of Coral Springs are subject to the possibility of a compliance audit in accord with the most currently approved audit plan of the Department of Financial Services. The City Manager may request a special internal audit of any grant awarded to the City of Coral Springs.

### **RESPONSIBILITIES**

**The Office of Management and Budget** – Responsible for implementing this policy on Grant Administration through procedures or other guidance documents.

**Directors and/or Supervisors** – Responsible for appointing a grants liaison for the department, designating a project manager for every grant awarded to the department and ensuring that the designated grant liaison for the department tracks grant awards and consults with the Grant Coordinator on a regular basis.

**Employees** – Responsible for generating funding ideas, helping to identify funding opportunities, participating in program planning, proposal writing, and managing the day-to-day functions associated with a successful grant award.

**ADMINISTRATIVE REPEAL**

This policy shall supersede and replace all prior policies and procedures on this same subject.

**APPROVAL**

City Manager                      Michael Goodrum

Budget & Strategy                Catherine Givens