



SEATTLE CITY COUNCIL

Legislative Summary

CB 119378

Record No.: CB 119378

Type: Ordinance (Ord)

Status: Passed

Version: 1

Ord. no: Ord 125721

In Control: City Clerk

File Created: 08/30/2018

Final Action: 11/26/2018

Title: AN ORDINANCE relating to the Neighborhood Matching Fund Program; establishing new program guidelines and an automatic carry-forward policy.

Date

Notes:

Filed with City Clerk:

Mayor's Signature:

Sponsors: Bagshaw

Vetoed by Mayor:

Veto Overridden:

Veto Sustained:

Attachments: Att A - Neighborhood Matching Fund 2018 Guidelines

Drafter: adam.schaefer@seattle.gov

Filing Requirements/Dept Action:

History of Legislative File

Legal Notice Published:

☐ Yes

☐ No

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor	09/24/2018	Mayor's leg transmitted to Council	City Clerk			
1	City Clerk	10/22/2018	sent for review	Council President's Office			
1	Council President's Office	10/24/2018	sent for review	Select Budget Committee			
1	City Council	11/05/2018	referred	Select Budget Committee			
Action Text: The Council Bill (CB) was referred. to the Select Budget Committee Notes:							
1	Select Budget Committee	11/07/2018					
1	Select Budget Committee	11/14/2018	pass				Pass
Action Text: The Committee recommends that City Council pass the Council Bill (CB). In Favor: 9 Chair Bagshaw, Member González , Member Harrell, Member Herbold, Member Johnson, Member Juarez, Member Mosqueda, Member O'Brien, Member Sawant							

Opposed: 0

1 City Council 11/19/2018 passed Pass

Action Text: The Council Bill (CB) was passed by the following vote, and the President signed the Bill:

Notes:

In Favor: 9 Councilmember Bagshaw, Councilmember González , Council President Harrell, Councilmember Herbold, Councilmember Johnson, Councilmember Juarez, Councilmember Mosqueda, Councilmember O'Brien, Councilmember Sawant

Opposed: 0

1 City Clerk 11/21/2018 submitted for Mayor
Mayor's signature

1 Mayor 11/26/2018 Signed

1 Mayor 11/26/2018 returned City Clerk

1 City Clerk 11/26/2018 attested by City Clerk

Action Text: The Ordinance (Ord) was attested by City Clerk.

Notes:

CITY OF SEATTLE

ORDINANCE

125721

COUNCIL BILL

119378

AN ORDINANCE relating to the Neighborhood Matching Fund Program; establishing new program guidelines and an automatic carry-forward policy.

WHEREAS, Resolution 27709 and Ordinance 113750 first established the Neighborhood Matching Fund (NMF) Program more than 30 years ago; and

WHEREAS, the NMF Program has provided funding support for more than 5,000 community projects across the City of Seattle; and

WHEREAS, the City Council has periodically taken legislative action to amend the NMF Program's policy and programmatic framework; and

WHEREAS, the NMF Program's guidelines were last amended by Resolution 28835; and

WHEREAS, the implementation timelines for NMF-funded projects do not always align with a calendar year; and

WHEREAS, year-end carry forward of unexpended appropriations for NMF-funded community projects is subject to legislative approval, which can create uncertainty for community groups receiving NMF support for their activities; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE, THE

MAYOR CONCURRING, THAT:

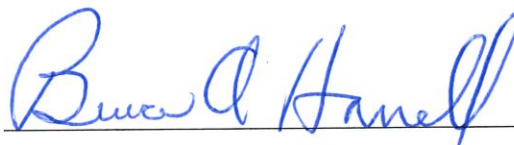
Section 1. Attachment A to this ordinance, "Neighborhood Matching Fund Guidelines," is adopted, replacing prior versions of Neighborhood Matching Fund guidelines.

Section 2. Appropriations by the Neighborhood Matching Fund Program for community projects shall not lapse and shall automatically carry forward each year until fully expended, abandoned, or reappropriated for other authorized activities. However, appropriations for the

- 1 Management and Project Development program within the Neighborhood Matching Fund shall
- 2 not be carried forward.

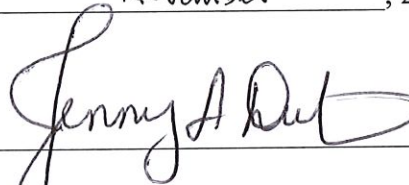
Section 3. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the 19th day of November, 2018,
and signed by me in open session in authentication of its passage this 19th day of
November, 2018.



President _____ of the City Council

Approved by me this 26th day of November, 2018.



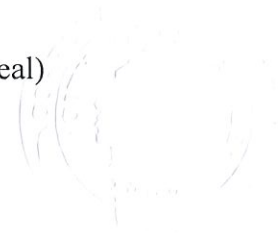
Jenny A. Durkan, Mayor

Filed by me this 26th day of NOVEMBER, 2018.

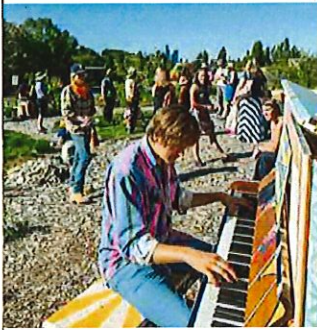


Monica Martinez Simmons, City Clerk

(Seal)



Attachments:
Attachment A – Neighborhood Matching Fund Guidelines



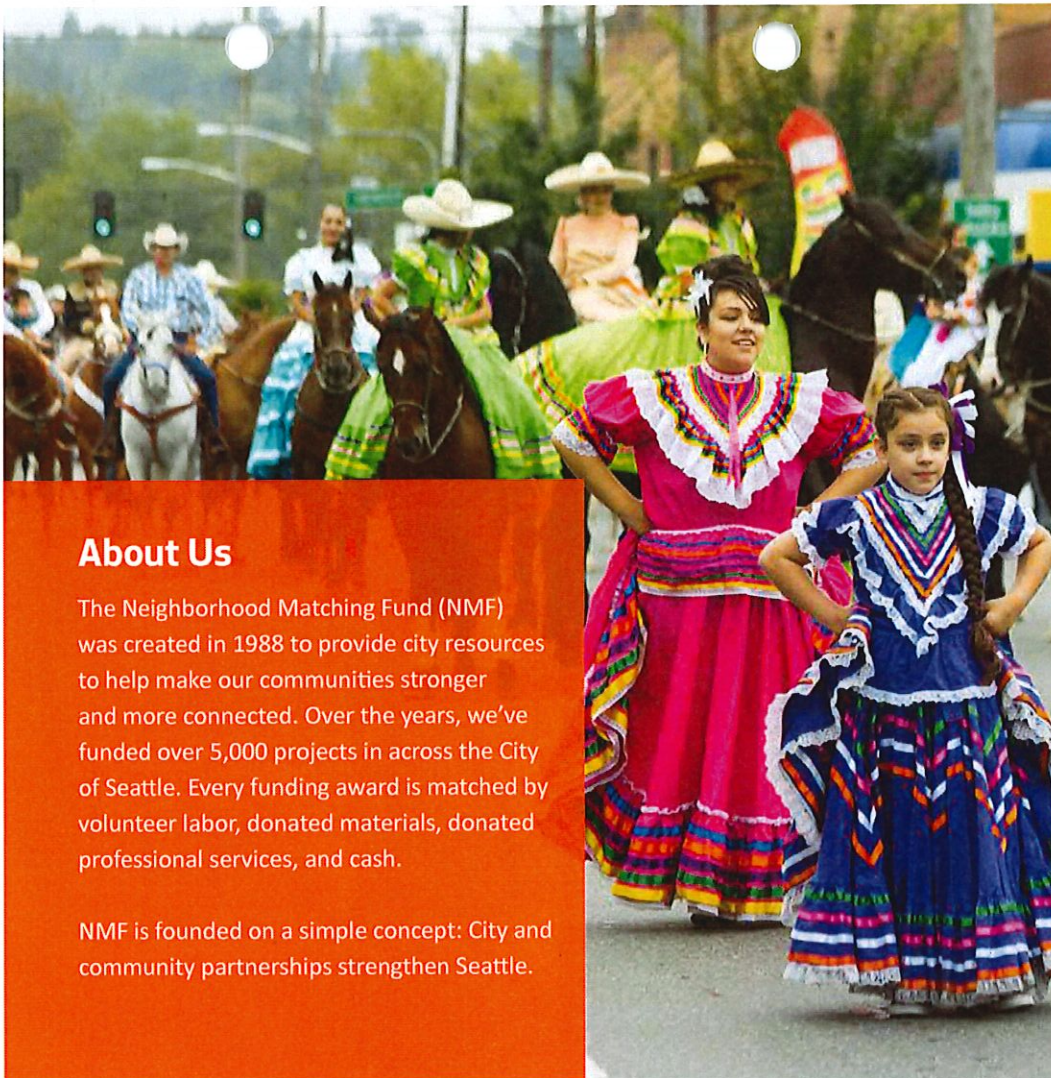
NEIGHBORHOOD MATCHING FUND

PROGRAM GUIDELINES

NMF is founded on a simple concept:
City and community partnerships strengthen Seattle.



Seattle
Neighborhoods
NEIGHBORHOOD MATCHING FUND



About Us

The Neighborhood Matching Fund (NMF) was created in 1988 to provide city resources to help make our communities stronger and more connected. Over the years, we've funded over 5,000 projects in across the City of Seattle. Every funding award is matched by volunteer labor, donated materials, donated professional services, and cash.

NMF is founded on a simple concept: City and community partnerships strengthen Seattle.



What We Fund

We fund an array of unique and creative community projects that meet these requirements:

- Involve community members in creating and completing the project.
- Create community improvements.
- Be free and open to all members of the public.
- Are feasible and ready to begin within 1-2 months from award date.
- Demonstrate community match.
- Occur within the Seattle city limits.
- Community events every 2 years.



Who Should Apply?

We encourage applications from neighborhood groups, community organizations, informal groups, and business groups who want to do a project to build stronger community connections.

All applicant groups must be open and inclusive, actively engage diverse community members, and be significantly composed of people who live and/or work in Seattle.



The following are the two funds within the Neighborhood Matching Fund:

	Small Sparks Fund	Community Partnership Fund
Awards	Up to \$5,000	Up to \$100,000
Application Deadlines	Accepted on a rolling basis. Applications should be submitted six to eight weeks prior to project start date.	Accepted three times per year.
Notice of Decisions	Within three weeks	Within six weeks
Contract Signed & Work Ready to Begin	Within three weeks from award date	Within five weeks from award date

Application Steps

1

Review NMF Guidelines and Application

2

Call (206) 233-0093 for a NMF Project Manager who will help you:

Understand the program guidelines and application process

Navigate our online grants system

Review draft applications

3

Complete and Submit Application by deadline



Application Review Process

All applications are reviewed by Neighborhood Matching Fund program staff and, if needed, screened by the affected city department.

Applications are rated on a point system for building community partnerships (50 points) and project readiness (50 points).

For projects involving improvements to property owned by public or private entities, property owner approval is required at time of application.

For improvements to City property, the appropriate City department will provide permission and approval during the application review process.

Expense Categories

Expenses must be directly related to the project and fall within the following four categories:



PERSONNEL

Expenses related to staff and interns who will manage the project.

Project management costs are limited to 10 percent of the total project award.



SUPPLIES AND MATERIALS

Expenses related to materials needed to complete project.

Food expenses are limited to 20% of award but may not exceed \$5,000 per project.



PROFESSIONAL SERVICES

Expenses related to consultants, vendors, artists and services.



CONSTRUCTION AND CAPITAL

Expenses related to construction and renovation of parks, facilities, and other public spaces.

Community Match

Core to our fund is the community match, which requires awardees to match their award with contributions from the community.

- A significant portion of the match should come from the neighborhood or community that will be impacted by the project.
- The total match must equal at least half of the funding request (1/2 match: 1 funding request).
- City of Seattle resources such as City staff time, usage of City facilities, and/or any funding may not be counted as match.
- Any individual or business paid with award dollars may not also be counted as community match contributions.

Match Categories

There are four types of contributions eligible for our match requirements:



VOLUNTEER TIME

Individuals can contribute their time to a project in a variety of ways: such serving on planning committees, attending events, promoting the project, and more. Volunteer time is valued at \$20/hour.

Volunteer hours may be counted starting on the application due date.



DONATED PROFESSIONAL SERVICES

Professionals may donate project relevant services at their customary rate, up to a maximum of \$100/hour. These services must be verified by the donor.



CASH

Cash contributions from individuals, businesses, organizations, or other grant programs may be counted as match. These donations must be verified by the donor or in your possession at time of application.



DONATED MATERIALS AND SUPPLIES

All donated materials and supplies are valued at their retail prices or standard rental fee. These donations must be verified by the donor.

Requirements for Awarded Projects

Being mindful of our program requirements for awarded projects will help as you plan and complete your project.

All design and capital projects on City of Seattle property are required by federal law to provide readily accessible facilities per the Americans with Disabilities Act (ADA).



FISCAL SPONSOR

Awarded projects are required to have a fiscal sponsor. A fiscal sponsor is an organization that agrees to act as the trustee of your project's funds and assumes financial responsibilities related to the successful completion of your project.

For this work, the fiscal sponsor may charge you a fee of 3% to 10% of the award which may be included in your project budget. Some established organizations may serve as their own fiscal sponsor.



CONTINGENCY

All physical improvement project budgets must include 15% cash contingency funds.



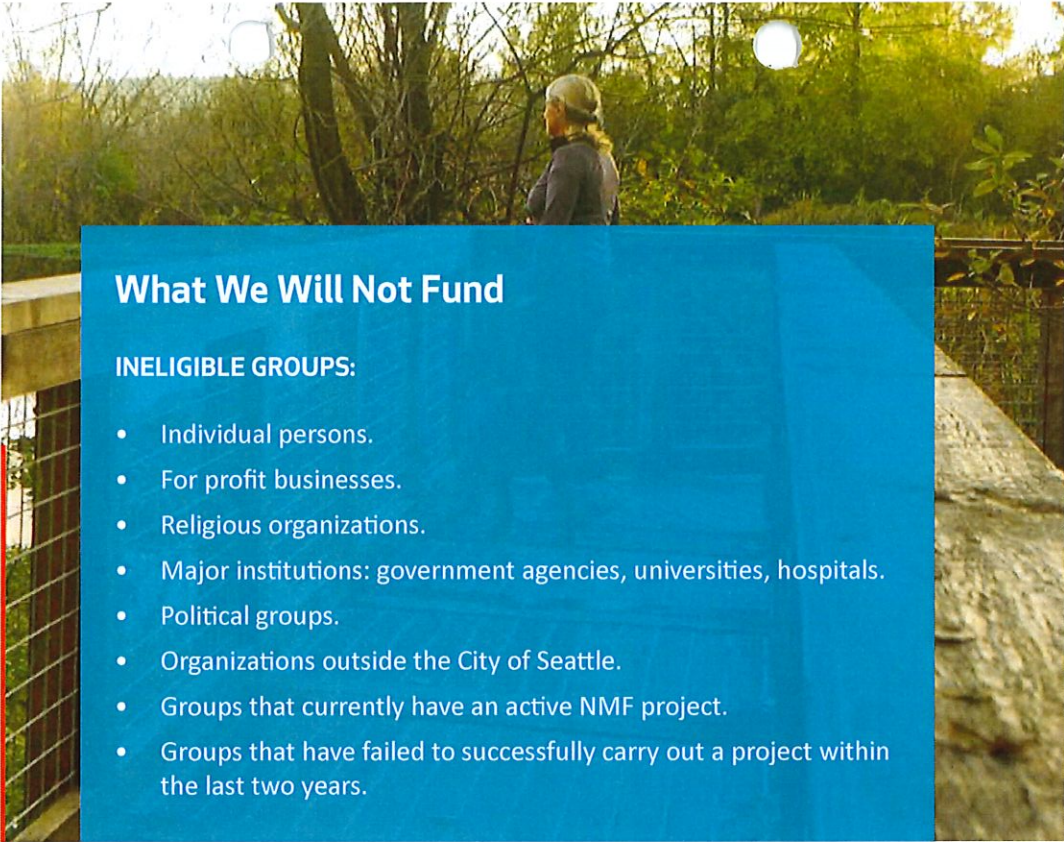
INSURANCE

Awarded projects will be required to provide Commercial General Liability insurance for the project to limit the liability of your organization and the City. NMF award may be used to pay for insurance-related fees.

HIRING PROCESSES

The City requires that your group give opportunity to a broad set of businesses to bid on the work your project generates. In particular, the City encourages opening that opportunity to women and minority-owned businesses. Architecture and engineering consultant selection must be based on consultant's qualifications and ability to fulfill the scope of work, not cost.

- For consultant services worth more than \$15,000, you must advertise and solicit at least three responses to a written scope of work.
- For consultant services less than \$15,000, you must solicit and select consultants directly from the City of Seattle Consultant Roster or advertise.
- For vendor or contractor services valued at more than \$5,000, you must solicit at least three written bids and select the lowest bid.



What We Will Not Fund

INELIGIBLE GROUPS:

- Individual persons.
- For profit businesses.
- Religious organizations.
- Major institutions: government agencies, universities, hospitals.
- Political groups.
- Organizations outside the City of Seattle.
- Groups that currently have an active NMF project.
- Groups that have failed to successfully carry out a project within the last two years.

INELIGIBLE PROJECT IDEAS:

- Project not free and open to the public.
- Duplication of an existing private or public program.
- Ongoing and/or existing programs or services support.
- Replacement of funding lost from other sources.
- Pay for an organization's ongoing operating expenses.
- Projects that do not have property owner permission for proposed improvements.
- Social services.

INELIGIBLE EXPENSES:

- Pay for expenditures or financial commitments before the organization is under contract with the City of Seattle.
- Purchase land or buildings.
- Pay for out of city travel expenses, lodging, or hotel expenses.
- Pay for private transportation expenses including mileage, gas, insurance, car rentals, etc.
- Rental or purchase of Bouncy Toys.

Seattle.gov/neighborhoods/nmf
NMFund@seattle.gov (206) 233-0093
PO Box 94649 Seattle, WA 98124-4649

 @SeaNeighborhood  @SeattleNeighborhoods  @Seattle_neighborhoods

STATE OF WASHINGTON -- KING COUNTY

--SS.

368335

No.

CITY OF SEATTLE, CLERKS OFFICE

Affidavit of Publication

The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continuously as a daily newspaper in Seattle, King County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication of this newspaper. The Daily Journal of Commerce was on the 12th day of June, 1941, approved as a legal newspaper by the Superior Court of King County.

The notice in the exact form annexed, was published in regular issues of The Daily Journal of Commerce, which was regularly distributed to its subscribers during the below stated period. The annexed notice, a

CT:125697-125727 ORDINANC

was published on

12/11/18

The amount of the fee charged for the foregoing publication is the sum of \$569.50, which amount has been paid in full.



Subscribed and sworn to before me on

12/11/2018

Notary public for the State of Washington,
residing in Seattle

State of Washington, King County

City of Seattle

The full text of the following legislation, passed by the City Council on November 19, 2018, and published below by title only, will be mailed upon request, or can be accessed at <http://seattle.legistar.com>. For information on upcoming meetings of the Seattle City Council, please visit <http://www.seattle.gov/council/calendar>.

Ordinance 125697

Council Bill 119409

AN ORDINANCE appropriating money to pay certain audited claims and ordering the payment thereof.

Ordinance 125698

Council Bill 119390

AN ORDINANCE authorizing, in 2018, acceptance of funding from non City sources (commonly known as the 3rd quarter grant acceptance ordinance); authorizing the heads of the Executive Department, Department of Education and Early Learning, Seattle Fire Department, and Seattle Department of Transportation to accept specified grants, private funding, and subsidized loans and to execute, deliver, and perform corresponding agreements; and ratifying and confirming certain prior acts.

Ordinance 125699

Council Bill 119391

AN ORDINANCE amending Ordinance 125493, which amended the 2018 Budget (Ordinance 125475), including the 2018-2023 Capital Improvement Program (CIP); changing appropriations to various departments and budget control levels, and from various funds in the Budget; adding new projects; revising project allocations for certain projects in the 2018-2023 CIP; creating exempt positions; amending existing CIP project descriptions; and ratifying and confirming certain prior acts; all by a 3/4 vote of the City Council.

Ordinance 125700

Council Bill 119381

AN ORDINANCE relating to Seattle Center parking charges; amending Section 17.19.010 of the Seattle Municipal Code.

Ordinance 125701

Council Bill 119382

AN ORDINANCE relating to the Seattle Center Department; modifying the Seattle Center Fee Range Schedule authorized by Section 17.16.015 of the Seattle Municipal Code, and repealing Attachment A to Ordinance 125199.

Ordinance 125702

Council Bill 119385

AN ORDINANCE relating to fees charged by the Seattle Animal Shelter; and amending Chapter 9.26 of the Seattle Municipal Code.

Ordinance 125703

Council Bill 119384

AN ORDINANCE relating to regulatory business and professional license fees; adjusting business and professional license fees associated with the regulated activities of public parking lots and garages, used goods, adult entertainment, and marijuana; and amending Seattle Municipal Code Sections 6.48.020, 6.204.080, 6.270.060, and 6.500.080.

Ordinance 125704

Council Bill 119386

AN ORDINANCE related to fees and charges for permits and activities of the Seattle Department of Construction and Inspections, related fees by other departments, and technical corrections; amending Sections 22.900B.010, 22.900B.020, 22.900C.010, 22.900D.010, 22.900D.090, 22.900D.100, 22.900D.110, 22.900D.140,

22.900D.160, 22.900E.020, 22.900E.030, 22.900E.040, 22.900E.050, 22.900E.060, 22.900F.010, 22.900G.010, and 22.900G.015 of the Seattle Municipal Code.

Ordinance 125705

Council Bill 119387

AN ORDINANCE related to the Rental Registration and Inspection Ordinance program, administered by the Seattle Department of Construction and Inspections; adding Seattle Municipal Code (SMC) Sections 22.900H.070 and 22.900H.080; and amending SMC Sections 22.214.040, 22.214.050, 22.900H.020, 22.900H.030, 22.900H.050, and 22.900H.060.

Ordinance 125706

Council Bill 119388

AN ORDINANCE relating to street and sidewalk use; amending the Street Use Permit Fee Schedule authorized by Section 15.04.074 of the Seattle Municipal Code; removing street vacation fees from the Seattle Municipal Code in conformity with the new Street Use Permit Fee Schedule; and amending Section 15.62.030 of the Seattle Municipal Code.

Ordinance 125707

Council Bill 119389

AN ORDINANCE relating to the Building and Construction Codes, Subtitle VI, Fire Code; adding, deleting, and revising various Seattle Fire Department permit, certificate, inspection, and plan review fees and related provisions; and amending Sections 15.35.010, 22.602.010, 22.602.045, 22.602.050, 22.602.070, and 22.602.090 of the Seattle Municipal Code.

Ordinance 125708

Council Bill 119383

AN ORDINANCE relating to the Department of Parks and Recreation; establishing the 2019-2020 fee schedule for the use of park properties and other park and recreation facilities and services; and superseding previous park and recreation fee schedules.

Ordinance 125709

Council Bill 119349

AN ORDINANCE relating to the City Light Department; amending rates, terms, and conditions for the use and sale of electricity supplied by the City Light Department for 2019 and 2020; and amending Sections 21.49.020, 21.49.030, 21.49.052, 21.49.055, 21.49.057, 21.49.058, 21.49.060, 21.49.065, and 21.49.085 of the Seattle Municipal Code.

Ordinance 125710

Council Bill 119350

AN ORDINANCE relating to the City Light Department; amending Section 21.49.086 of the Seattle Municipal Code to create Net Wholesale Revenue targets for 2019 and 2020 consistent with those assumed in the City Light 2019-2024 Strategic Plan approved by the City Council via Resolution 31819.

Ordinance 125711

Council Bill 119394

AN ORDINANCE relating to the electric system of The City of Seattle; adopting a system or plan of additions and betterments to and extensions of the existing municipal light and electric power generation, transmission, and distribution system of the City; authorizing the issuance and sale of municipal light and power revenue bonds for the purposes of providing funds to pay part of the cost of carrying out that system or plan, providing for the reserve fund requirement (if any), and paying the costs of issuance of the bonds; providing parameters for the bond sale terms including conditions, covenants, and other sale terms; describing the lien of the bonds and authorizing their issuance as either senior lien parity bonds or as junior lien bonds; and ratifying and confirming certain prior acts.

Ordinance 125712

Council Bill 119395

AN ORDINANCE relating to the drainage and wastewater system of The City of Seattle; amending Ordinance 125454 to increase the authorized principal amount of drainage and wastewater revenue bonds to be issued for the purposes of paying all or part of the cost of carrying out the system or plan of additions and betterments to and extensions of the existing drainage and wastewater system; making certain other technical amendments to Ordinance 125454 and Exhibit B thereto; and ratifying and confirming certain prior acts.

Ordinance 125713

Council Bill 119396

AN ORDINANCE relating to the municipal water system of The City of Seattle; adopting a system or plan of additions and betterments to and extensions of the existing municipal water system; authorizing the issuance and sale of water system revenue bonds in one or more series for the purposes of paying part of the cost of carrying out that system or plan, providing for the reserve requirement, and paying the costs of issuance of the bonds; providing parameters for the bond sale terms including conditions, covenants, and other sale terms; describing the lien of the bonds; creating certain accounts of the City relating to the bonds; and ratifying and confirming certain prior acts.

Ordinance 125714

Council Bill 119397

AN ORDINANCE relating to the municipal water system of The City of Seattle; authorizing the issuance and sale, from time to time in multiple series, of water system revenue bonds for the purpose of carrying out the current or advance refunding of all or a portion of the City's outstanding water system revenue bonds pursuant to an approved refunding plan, providing for the reserve requirement, and paying the administrative costs of carrying out such refundings and paying costs of issuance of those Refunding Parity Bonds; describing the lien of those Refunding Parity Bonds; providing parameters for the bond sale terms including conditions, covenants, and other sale terms; rescinding the authorization to issue any future Refunding Parity Bonds under Ordinance 121939 (as amended by Ordinance 122837, as amended and restated by Ordinance 124339, and as further amended by Ordinance 125183); authorizing the Director of Finance to enter into agreements providing for the disposition of the Refunding Parity Bond proceeds; and ratifying and confirming certain prior acts.

Ordinance 125715

Council Bill 119393

AN ORDINANCE relating to contracting indebtedness; authorizing and providing for the issuance and sale of limited tax general obligation bonds to pay all or part of the costs of various elements of the City's capital improvement program and for other City purposes approved by ordinance, and to pay the costs of issuance of the bonds; providing parameters for the bond sale terms including conditions, covenants, and other sale terms; creating the 2019 Multipurpose LTGO Bond Fund; amending Ordinance 125197; and ratifying and confirming certain prior acts.

Ordinance 125716

Council Bill 119380

AN ORDINANCE relating to the financing of the Seattle Streetcar operations; amending Ordinance 122424 to extend an interfund loan from the Move Seattle Levy Fund to the Seattle Streetcar Operations Fund.

Ordinance 125717

Council Bill 119379

AN ORDINANCE relating to the financing of Seattle Center's operations; authorizing the loan of funds in the amount of \$5,000,000

from the Unrestricted Cumulative Reserve Fund to the Seattle Center Fund to support the operations of Seattle Center during the temporary closure of KeyArena; and providing for the repayment thereof.

Ordinance 125718

Council Bill 119376

AN ORDINANCE relating to the taxation of sweetened beverages; amending Ordinance 125324 to amend the uses of the proceeds of the Sweetened Beverage Tax.

Ordinance 125719

Council Bill 119406

AN ORDINANCE relating to the School Safety Traffic and Pedestrian Improvement Fund; amending Sections 5.81.010 and 5.82.010 of the Seattle Municipal Code; and transferring money from the School Safety Traffic and Pedestrian Improvement Fund to the General Fund for one-time expenditures.

Ordinance 125720

Council Bill 119405

AN ORDINANCE relating to business license tax certificates and business licenses; amending Sections 5.30.030, 5.55.030, and 6.208.050 of the Seattle Municipal Code.

Ordinance 125721

Council Bill 119378

AN ORDINANCE relating to the Neighborhood Matching Fund Program; establishing new program guidelines and an automatic carry-forward policy.

Ordinance 125722

Council Bill 119375

AN ORDINANCE relating to the Department of Parks and Recreation; authorizing an amendment to the Interlocal Agreement between The City of Seattle and the Seattle Park District.

Ordinance 125723

Council Bill 119401

AN ORDINANCE conditioning the Seattle Department of Transportation's 2019 grant applications.

Ordinance 125724

Council Bill 119392

AN ORDINANCE adopting a budget, including a capital improvement program and position modifications, for The City of Seattle for 2019; and creating positions exempt from civil service; all by a 2/3 vote of the City Council.

Ordinance 125725

Council Bill 119370

AN ORDINANCE relating to the levy of property taxes; fixing the rates and/or amounts of taxes to be levied, and levying the same upon all taxable property, both real and personal, in The City of Seattle, to finance the departments and activities of City government and to provide for the general obligation bond interest and redemption requirements for the year beginning on the first day of January 2019; and ratifying and confirming certain prior acts.

Ordinance 125726

Council Bill 119371

AN ORDINANCE authorizing the levy of regular property taxes by The City of Seattle for collection in 2019, representing an increase above the regular property taxes levied for collection in 2018; and ratifying and confirming certain prior acts.

Ordinance 125727

Council Bill 119407

AN ORDINANCE related to monitoring and inspecting vacant buildings for compliance with the requirements of the Housing and Building Maintenance Code; amending Sections 22.206.200 and 22.208.090 of the Seattle Municipal Code.

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