

Neighborhood Support, Suite 4500
15151 E. Alameda Parkway
Aurora, Colorado 80012
303.739.7280



May 31, 2017

Alan Engels
Mission Viejo Neighborhood Association
4255 S Buckley Road #110
Aurora, CO 80013

Dear Mr. Engels:

On behalf of the city of Aurora and the Beautification Grant Program, we are pleased to inform you that your team of volunteers has been funded \$3,333.00 to assist in implementing your project that will remove all dead trees and shrubs, create a four inch trench along the sidewalk, lay a weed barrier down and place 1 - 2 inches of rock along the 3-4 foot area between the street and neighborhood wall. Please work closely with Public Works Engineer Libby Nordeen to ensure the dumpster will be located properly and a traffic control plan along Chambers Road will be implemented.

The grant amount allocated for your project must be considered the maximum funding level, and it will be expected that any cost overruns will be met by your team or that project parameters will be scaled back to keep within the funding level.

We ask that you and members of your implementation team meet with Neighborhood Services representatives of the Neighborhood Services Department to:

1. Develop a specific schedule for implementation, including times for delivery or pick-up of materials, tools needed, and dates/times volunteers will be needed on site, including their specific duties;
2. Arrange any necessary follow-up meetings with Neighborhood Services to review progress of your project;
3. Sign all necessary documents associated with funding your improvement project

Funds will become available after completion of these steps and must be spent by October 1, 2017. We look forward to working with you and assisting in your efforts to beautify Aurora and will be contacting you to set up a meeting within the next few days.

Sincerely,

Malcolm Hankins
Director, Neighborhood Services