



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	20 <u>11</u>	20 <u>12</u>	20 <u>13</u>	20 <u>14</u>	20 <u>15</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included In Current Budget?	Yes _____	No _____			
Budget Account No.:	Fund _____	Department _____	Unit _____	Object _____	

Reporting Category \_\_\_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:** Funding was allocated for this project in FY 2009. The funding is in a capital account and is, therefore, still available for the project.

**C. Departmental Fiscal Review:** Pat DiGirolino

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Dev. and Control Comments:**  
*\* No additional fiscal impact, time extension only.*

Pat Diaz 11/17/2010  
 OFMB  
 AW 11/16/2010  
 SW 11/16/10  
 11/16/10

John J. Jacobson 11/17/10  
 Contract Dev. and Control

**B. Legal Sufficiency:**

**This amendment complies with our review requirements.**

Anne Adelgent 11/19/10  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

**FIRST AMENDMENT TO NEIGHBORHOOD PARTNERSHIP GRANT  
AGREEMENT**

THIS FIRST AMENDMENT is made and entered into this \_\_\_\_ day of \_\_\_\_ 2010, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as "COUNTY", and Country Club Acres Association, Inc., a Florida not-for-profit corporation authorized to do business in the State of Florida, hereinafter referred to as the "AWARDEE".

**WITNESSETH:**

WHEREAS, the COUNTY and AWARDEE entered into an agreement on November 17, 2009 (R2009-1946) to complete a Neighborhood Partnership Grant Project (hereinafter referred to as "Grant Agreement"); and

WHEREAS, AWARDEE has been unable to complete the project within the specified time frame; and

WHEREAS, COUNTY desires to provide an extension of the performance period provided for in the Grant Agreement.

NOW THEREFORE, in consideration of the covenants and promises contained herein, the parties hereby agree to the following terms and conditions:

1. Section 7 of the Grant Agreement is hereby amended to state: "AWARDEE shall complete the Project and provide account date to COUNTY for the completed Project on or before May 17, 2011."

2. Section 24 of the Grant Agreement is hereby added to state: "Palm Beach County has established the Office of the Inspector General in Ordinance 2009-049, as may be amended, which is authorized and empowered to review past, present and proposed County contracts, transactions, accounts and records. The Inspector General has the power to subpoena witnesses, administer oaths and require the production of records, and audit, investigate, monitor and inspect the activities of the AWARDEE, its officers, agents, employees and lobbyists in order to ensure compliance with contract requirements and detect corruption and fraud. Failure to cooperate with the Inspector General or interference or impeding any investigation shall be in violation of Ordinance 2009-049, and punished pursuant to Section 125.69, Florida Statute, in the same manner as a second degree misdemeanor."

3. AWARDEE agrees that all other terms and conditions provided for in the Grant Agreement remain in full force and effect, including, but not limited to, the Scope of Work, reporting requirements, insurance requirements, as well as all warranties and representations.

(The remainder of this page left blank intentionally.)

IN WITNESS WHEREOF, the undersigned parties have signed this Amendment on the date first above written.

Kevin Gallo  
Witness

Kristin Crallo  
(Printed name)

By: Adrian Gallo

Adrian Gallo  
(Printed name)

Crystal Mathew  
Witness

Crystal Mathew  
(Printed name)

ATTEST:

PALM BEACH COUNTY, FLORIDA, BY ITS  
BOARD OF COUNTY COMMISSIONERS

Sharon R. Bock, Clerk & Comptroller

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Chair

Approved as to form and legal sufficiency

By: Anne Helgert  
Assistant County Attorney

Approved as to terms and conditions

By: Christina L. Sale  
OCR Director

Palm Beach County  
Office of Community Revitalization  
Neighborhood Partnership Grant (NPG) Program

RISK MANAGEMENT  
INSURANCE VERIFICATION FORM

Please review the attached Applications (s) and indicate if the project requires General Liability insurance and provide any additional comments as applicable.

APPLICANT: Country Club Acres ASSOCIATION, INC.

PROJECT DESCRIPTION:

This project entails the purchase and installation of landscaping and an irrigation system to beautify the center median.

County funds recommended:                      \$ 11,400.00

APPROVAL STATUS:

Risk Management agree ~~do not agree~~ to waive the "insurance requirement" for Country Club Acres Association, Inc. a Florida not-for-profit corporation.

INSURANCE NEEDED: Yes  No

COMMENTS: GENERAL LIABILITY COI SUPPLIED  
MEETS THE CONTRACT REQUIREMENTS

  
SIGNATURE OF REVIEWER

SCOTT MARLING  
PRINT NAME

MANAGER  
TITLE OF REVIEWER

11/10/10  
DATE



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/10/10

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>GALLO INSURANCE SERVICES, INC.</b> WEST QUANTUM PLAZA 2455 QUANTUM BLVD. BOYNTON BEACH, FL 33428 <b>GALLO INSURANCE SERVICES, INC.</b> INSURED <b>COUNTRY CLUB ACRES ASSN, INC.</b> P. O. BOX 6624 DELRAY BEACH, FL 33482	CONTACT NAME PHONE (AG, AL, RA): FAX (AG, RA): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID # <b>COUNCL1</b>	INSURER(S) AFFORDING COVERAGE <b>INSURER A: AUTO-OWNERS INS. CO.</b> NAIC # <b>18988</b> INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
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COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

FORM LTR	TYPE OF INSURANCE	ADDED/DELETED (Y/N)	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXPI. DATE (MM/DD/YYYY)	LIMITS
X	GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	072382-72884841	04/21/10	04/21/11	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS		<b>APPROVED</b> By <u>[Signature]</u> <b>RISK MANAGEMENT DEPT.</b> DATE <u>11/10/10</u>			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB REDUCTIBLE	OCCUR CLAIMS-MADE				EACH OCCURRENCE AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in FL) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				WC STATU. TORY LIMITS OTH- ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 CERTIFICATE HOLDER IS AN ADDITIONAL INSURED WITH RESPECT TO GENERAL LIABILITY.

CERTIFICATE HOLDER <b>PALMBE1</b> <b>PALM BEACH COUNTY BOARD OF                  COUNTY COMMISSIONERS</b> 2300 NO. JOG ROAD WEST PALM BEACH, FL 33411	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <u>[Signature]</u>
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R 2009: 19 46

**AGREEMENT BETWEEN PALM BEACH COUNTY AND  
COUNTRY CLUB ACRES ASSOCIATION, INC.  
FOR THE NEIGHBORHOOD PARTNERSHIP GRANT PROGRAM**

NOV 17 2009

**THIS AGREEMENT** is made and entered into this \_\_\_\_ day of \_\_\_\_\_ 200\_\_\_\_\_, by and between Palm Beach County, a political subdivision of the State of Florida, hereinafter referred to as "COUNTY", and Country Club Acres Association, Inc. a Florida not-for-profit corporation authorized to do business in the State of Florida, hereinafter referred to as "AWARDEE", and whose Federal Tax I.D. # is not filed.

**WITNESSETH:**

**WHEREAS**, the COUNTY desires to improve the appearance, organization, image and leadership of the COUNTY's neighborhoods by providing grants and other assistance to neighborhood organizations to identify, design, implement and maintain neighborhood improvement Projects; and

**WHEREAS**, AWARDEE has proposed a Project to purchase and install landscaping and an irrigation system to beautify the center median (hereinafter referred to as the "Project"); and

**WHEREAS**, COUNTY desires to provide funding in an amount not to exceed \$11,400.00 to AWARDEE to assist in implementation of the Project; and

**WHEREAS**, COUNTY has determined that the expenditure of grant funds in implementation of this Project furthers a valid public purpose; and

**WHEREAS**, both parties desire to enter into this Agreement.

**NOW THEREFORE**, in consideration of the covenants and promises contained herein, the parties hereby agree to the following terms and conditions:

1. AWARDEE agrees to perform the Project Scope of Work, as proposed by the AWARDEE and detailed in AWARDEE's proposal dated June 19, 2009, which is incorporated herein by reference and attached hereto as Exhibit A, and within the Project budget, a copy of which is attached hereto as Exhibit B and incorporated herein by reference. AWARDEE agrees to abide by any written instructions or conditions placed on the Project or the Budget by the COUNTY. Project budget changes in Exhibit B of up to ten percent (10%) of the amount stated in this Agreement may be approved, in writing, by the Office of Community Revitalization (OCR) Director at his discretion during the term of this Agreement. Such requests for budget change must be made in writing by the AWARDEE to the OCR Director. AWARDEE hereby authorizes COUNTY to make reimbursement payments directly to Registered COUNTY Vendors on behalf of the AWARDEE. The COUNTY will use its best efforts to reimburse the AWARDEE and/or Registered COUNTY Vendors within forty-five days of receipt of invoices indicating services or materials have been rendered in furtherance of the scope of work. These invoices must be approved in writing by the AWARDEE and/or Registered COUNTY Vendors indicating that the services or materials were delivered to AWARDEE's satisfaction. If payment is being made to an individual, the individual's social security number must be provided to COUNTY on a separate sheet of paper the invoices. COUNTY may make payments directly to the vendor issuing the invoice, or may purchase items on behalf of AWARDEE from registered COUNTY Vendors. In no event shall payments and/or reimbursements made by COUNTY exceed Eleven Thousand Four Hundred Dollars (\$11,400.00) for this Project. The COUNTY will not reimburse AWARDEE for payment of any sales tax. AWARDEE is not authorized to use the COUNTY's tax exemption number in securing such materials.

2. If a Project funded by the Neighborhood Partnership Grant Program is constructed or installed on private property that is owned by an entity other than the AWARDEE, AWARDEE must provide documentation demonstrating that an enforceable agreement exists between AWARDEE and the property owner which authorizes AWARDEE to use and perform services on the property, as provided for in this grant application, including but not limited to: installation and/or construction of any improvements on the property, access to the improvements by community members as applicable, and maintenance of any improvements made on the property for the ten (10) year grant period.

3. COUNTY agrees to provide up to \$11,400.00 to AWARDEE for materials and other expenses applicable to the Project. AWARDEE may advise COUNTY of the equipment, materials and/or services necessary for the Project and their estimated cost, and COUNTY will make reasonable efforts to obtain and provide them for AWARDEE's use. Title to any materials or equipment procured by COUNTY will be transferred to AWARDEE upon delivery to AWARDEE or upon installation in the Project. COUNTY may also reimburse AWARDEE for costs AWARDEE incurs in accordance with the Project Budget, upon receipt by COUNTY of a request for reimbursement supported by paid receipts, invoices, including AWARDEE's Federal Employer Identification Number or other documentation required by COUNTY. AWARDEE agrees that the extent of COUNTY's responsibility under this Agreement shall be limited solely to funding, as stated above.

a. AWARDEE shall provide matching funds in the form of labor, materials or cash toward the cost of the Project. AWARDEE must fully document each element of AWARDEE's matching contributions so that COUNTY can verify that matching contributions have been provided. AWARDEE acknowledges that its failure to document the AWARDEE's matching contributions may result in refusal of reimbursement or cancellation of this Grant by the COUNTY.

b. COUNTY shall have the right to perform on-site inspections during normal business hours to verify the Project is being executed in conformance with the Project Scope of Work.

c. AWARDEE shall submit to the COUNTY periodic reports detailing the status of the Project, as requested, and a final report no later than thirty (30) days after completion of the Project. The final report shall include, at a minimum, a one-page summary of the work completed during the Project, a minimum of 6 photographs (2 before the Project and 4 during and at completion), and financial records clearly showing AWARDEE's matching contribution toward the Project. At the request of the COUNTY, AWARDEE shall make available the negatives for the photographs provided. The Photographs and negatives shall become the property of the COUNTY and will not be returned.

d. The Project will be initiated by AWARDEE on November 17, 2009. Only those costs incurred by AWARDEE subsequent to the date of said Project initiation and prior to the expiration date of this Agreement are eligible for reimbursement by COUNTY pursuant to the terms and conditions hereof.

e. Neighborhood Partnership Grant program funds may be used as a match for other local, State, or Federal grant programs, but AWARDEE may not submit reimbursement requests for the same expenses to the COUNTY or others to receive duplicate reimbursement for the same expenses.

4. The COUNTY's performance and obligation to pay under this Agreement for subsequent fiscal year's is contingent upon annual appropriations for its purpose by the Board of County Commissioners.

5. AWARDEE warrants that the Project shall be open to the general public as applicable, on a non-discriminatory basis regardless of residency, race, color, religion, disability, sex, age, national origin, ancestry, marital status, gender identity or expression.

6. AWARDEE shall be responsible for obtaining and shall pay the cost of all applicable permits or applications for any necessary governmental approvals. The grant program does not waive any applicable permitting, zoning or other code requirements.

7. AWARDEE shall complete the Project and provide accounting data to COUNTY for the completed Project on or before twelve (12) months from the date of execution of this Agreement by the parties hereto.

8. AWARDEE shall be responsible for all costs of operation and maintenance of the Project.

a. By accepting this award, AWARDEE agrees to maintain the Project to be completed with this Grant for a period of five (5) years from the date of completion of the Project, and an additional five (5) years good faith effort to keep the Project in good repair. Maintenance shall include but not be limited to the routine watering, weeding, mulching, trimming, mowing and pruning of plant material, and the routine cleaning, repairing, painting and refinishing of sign, equipment or structures.



b. AWARDDEE agrees that the COUNTY shall not be responsible for the repair or replacement of any equipment, structure or item purchased through this Project which may be necessary at some point due to accident, natural disaster, normal wear or other cause, including the ongoing maintenance of the Project. Ownership of all equipment, structures, or items purchased for this Project pursuant to this Agreement shall belong to AWARDDEE.

9. COUNTY reserves the right to remove any and all improvements associated with the Project which are placed on County property if AWARDDEE fails to maintain the Project in accordance with this Agreement, or if COUNTY otherwise needs to utilize its COUNTY property. If the Project is to be located on private property, AWARDDEE warrants that AWARDDEE either owns the property or has an enforceable agreement with the owner of the property authorizing AWARDDEE to perform and maintain the Project for a period of ten (10) years from the date of the execution of this Agreement by the parties. If AWARDDEE's ownership of the property or AWARDDEE's right to perform and maintain the Project is contested, AWARDDEE shall indemnify, save and hold harmless and defend COUNTY, its officers, agents, and/or employees from and against any and all claims, liabilities, losses, judgments and/or causes of action of any type arriving out of or relating to performance of this Agreement.

10. AWARDDEE warrants that it is a not-for-profit corporation, duly chartered and registered with the Florida Department of State, Division of Corporations.

11. Upon request by COUNTY, AWARDDEE shall demonstrate financial accountability through the submission of acceptable financial audits performed by an independent auditor.

12. AWARDDEE shall maintain books, records, documents, and other evidence which sufficiently and properly reflect all costs of any nature expended in performance of this Agreement for a period of not less than five (5) years. These books, records and documents shall comply with general accounting procedures. Upon advance notice to AWARDDEE, COUNTY shall have the right to inspect and audit said books, records, documents and other evidence during normal business hours. All documents related to the Project are public records and shall be retained as provided by law. AWARDDEE shall comply with the Public Records Act.

13. It is understood and agreed that AWARDDEE is merely a recipient of COUNTY funding and is an independent contractor and is not an agent, servant, or employee of COUNTY or its Board of County Commissioners. In the event a claim or lawsuit is brought against COUNTY or any of its officers, agents, or employees, AWARDDEE shall indemnify, save and hold harmless and defend COUNTY, its officers, agents, and/or employees from and against any and all claims, liabilities, losses, judgments and/or causes of action of any type arriving out of or relating to any acts or omissions of AWARDDEE, its agents, servants and/or employees in the performance of this Agreement.

14. AWARDDEE shall, at its own expense, maintain in effect at all times during the life of this Agreement, Commercial General Liability at a limit of liability not less than \$500,000 per occurrence and shall not include an endorsement excluding Contractual Liability nor Cross Liability. AWARDDEE agrees to endorse COUNTY as an Additional Insured with a CG026 Additional Insured Designated Person or Organization endorsement to Commercial General Liability. The additional insured shall read "Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees and Agents. Coverage shall be provided on a primary basis.

15. AWARDDEE shall deliver to the COUNTY a Certificate of Insurance evidencing the required coverage, and providing minimum ten (10) day endeavor to notify due to cancellation or non-renewal of coverage to, OCR Director, Palm Beach County Office of Community Revitalization, 2300 North Jog Road, West Palm Beach, FL 33411.

16. AWARDDEE agrees that any volunteer who performs services connected with the Project will fully execute a Release and Hold Harmless Agreement, which is incorporated herein by reference and attached hereto as Exhibit C, before engaging in any such service. AWARDDEE will keep on file a fully executed Release and Hold Harmless Agreement for each volunteer for a period of five (5) years from the effective date of this Agreement.

17. This Agreement may be terminated by either party upon thirty (30) days written notice to the other party. Upon termination, and if AWARDDEE is not in breach of this Agreement, AWARDDEE may be reimbursed for expenses incurred until the date of termination.

18. COUNTY and AWARDDEE agree that this Agreement sets forth the entire agreement between the parties and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto.

19. The parties may pursue any and all actions available under law to enforce this Agreement including, but not limited to, actions arising from the breach of any provision set forth herein.

20. This Agreement shall be governed by the laws of the State of Florida, and venue for any and all legal action necessary to enforce this Agreement shall be held in Palm Beach County.

21. As provided in Section 287.132-133, Florida Statutes, by entering into this contract or performing any work in furtherance hereof, AWARDDEE certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty six (36) months immediately preceding the date hereof. This notice is required by Section 287.133 (3) (a), Florida Statutes.

22. Any notice given pursuant to the terms of this Agreement shall be in writing and hand delivered or sent by U.S. Mail. All notices shall be addressed to the following:

As to the COUNTY: Houston Tate, OCR Director  
Office of Community Revitalization  
2300 North Jog Road  
West Palm Beach, FL 33411

As to the AWARDDEE: Kristin Rey  
Country Club Acres Association, Inc.  
5410 Adams Rd.  
Delray Beach, FL 33484

If for any reason the name or address of the AWARDDEE's Project Manager changes the COUNTY shall be immediately notified in writing of the change.

23. Failure of the AWARDDEE to comply with any provision stated herein may result in refusal of reimbursement or cancellation of the Grant by the COUNTY

[the remainder of this page left blank intentionally]

IN WITNESS WHEREOF, the undersigned parties have signed this Agreement on the date first above written.

John H. Burt  
Witness

John H. Burt  
(printed name)

Ellen S. Leiner  
Witness

Ellen S. Leiner  
(printed name)

By: Kristin Rey  
Kristin Rey


Kristin Rey  
(printed name)

ATTEST:

R2009; 1946 NOV 17 2009

SHARON R. BOCK, Clerk & Comptroller

PALM BEACH COUNTY, FLORIDA  
By its Board of County Commissioners

By: Sharon Bock  
(SEAL) 

By: Burt Aarenson  
Chair Burt Aarenson

Approved as to form and legal sufficiency

Approved as to terms and conditions

By: Anne Helgand  
County Attorney

By: Anthony L. ...  
OCR Director



**Exhibit A**

**Palm Beach County  
Office of Community Revitalization  
Neighborhood Partnership Grant Program**

**SCOPE OF WORK**

**Applicant Name:**

Country Club Acres Association, Inc.

**Project Title:**

*Median Beautification Project*

**Area Location:**

Project will be located in the median of Country Club Acres located on Lake Blvd. in Delray Beach.

**Project Description:**

The project entails the purchase and installation of landscaping and an irrigation system to beautify the center median.

**County funds recommended:           \$ 11,400.00**



**Palm Beach County  
Office of Community Revitalization  
Neighborhood Partnership Grant (NPG) Program**

**RISK MANAGEMENT  
INSURANCE VERIFICATION FORM**

Please review the attached Applications (s) and indicate if the project requires General Liability insurance and provide any additional comments as applicable.

**APPLICANT:** Country Club Acres ASSOCIATION, INC.

**PROJECT DESCRIPTION:**

This project entails the purchase and installation of landscaping and an irrigation system to beautify the center median.

County funds recommended:                      \$ 11,400.00

**APPROVAL STATUS:**

Risk Management ~~agree~~ do not agree to waive the "insurance requirement" for Country Club Acres Association, Inc. a Florida not-for-profit corporation.

**INSURANCE NEEDED:** Yes  No

**COMMENTS:** \_\_\_\_\_

APPROVED  
By \_\_\_\_\_  
RISK MANAGEMENT DEPT.

\_\_\_\_\_  
**SIGNATURE OF REVIEWER**    **TITLE OF REVIEWER**

\_\_\_\_\_  
**PRINT NAME**

10/29/09  
**DATE**

**ACORD CERTIFICATE OF LIABILITY INSURANCE**

CSR 80 COUNCIL 1

DATE (MM/DD/YYYY) 05/29/09

PRODUCER  
**GALLO INSURANCE SERVICES, INC.**  
 2455 QUANTUM PLAZA  
 2455 QUANTUM BLVD.  
 BENTON BEACH FL 33426  
 Phone: 561-732-1100 Fax: 561-734-3669

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED  
**COUNTRY CLUB ACRES ASSN, INC.**  
 P O BOX 6624  
 DELRAY BEACH FL 33482

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: <b>AUTO-OWNERS INS. CO.</b>	18981
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

FORM NO. / LT#	INSURANCE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
X X	GENERAL LIABILITY	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	072302-72694841	04/21/09	04/21/10	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPROP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY	<input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY EA ACC \$ AGG \$
	DISMEMBERMENT LIABILITY	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER				WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**APPROVED**

By *[Signature]*  
 RISK MANAGEMENT DEPT  
 DATE 10/29/09

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
**CERTIFICATE HOLDER IS AN ADDITIONAL INSURED WITH RESPECT TO GENERAL LIABILITY.**

CERTIFICATE HOLDER	CANCELLATION
<b>PALMED1</b> PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS C/O OCR DIRECTOR OCR 2300 NO. JOG ROAD WEST PALM BEACH FL 33411	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>[Signature]</i>

ATTACHMENT 3

Nov 9<sup>th</sup> 2010

Houston Tate  
Office of Community Revitalization  
2300 North Jog Rd  
West Palm Beach, Fl. 33431

Dear Mr Tate,

We, the board of Country Club Acres Association, are requesting an extension of our Neighborhood Partnership Grant due to expire on Nov 17<sup>th</sup> 2010.

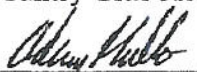
We are requesting a 90 day extension due to the following reasons.

1. The person on the board that applied for and was handling the grant has sold their home and moved from the community and is no longer a member of the board.
2. The remaining board members are not aware of the process for permitting and approval of the project.
3. The first set of drawings sent to the land Development Division were not approved because they were not signed and sealed by a Landscape Architect.
4. The sprinkler company that designed the first system did not cover the whole project. We had to hire a sprinkler designer to draw the system to fit in our budget and scope of the project.
5. A second set of signed and sealed drawings were sent to Land Development on 10/12/2010 for approval.
6. Because we took the project over from the former board member, we have had to come up to speed on everything that had to be done.
7. We now have all of the necessary documents at the Land Development division, and are days away from approval of the permits.

Please grant us this extension as the board as well as the community have put forth a lot of effort to make this project happen. Funds have already been spent by both the Country Club Acres Association and Palm Beach County Board of County Commissioners to complete this project.

Thank you kindly,

Country Club Acres Association

 - President  
Adam Gallo

 - Vice President  
Micheal Kausch