

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: August 17, 2021

Consent  
 Ordinance

Regular  
 Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) **ratify** the signature of the Mayor on an Indian River Lagoon License Plate grant application. The application was submitted to South Florida Water Management District (SFWMD) on June 30, 2021 requesting \$20,000 to fund 50.1% of the cost of annual exotic vegetation removal at Riverbend Park;
- B) **authorize** the County Administrator or designee to execute the Grant Funding Agreement, as well as task assignments, certifications, standard forms, or amendments to the Agreement that do not substantially change the terms and conditions of the Agreement, if the grant is approved; and
- C) **authorize** the Director of the Parks and Recreation Department to serve as Liaison Agent and the County Administrator's designee with SFWMD for this project.

**Summary:** This grant application requests \$20,000 from SFWMD to cover 50.1% of the cost of the Riverbend Park exotic plant management program. Consistent exotic vegetation management maintains the well-being of the native habitats. Total project costs are estimated at \$39,920, and the County will match the funding request with \$19,920 in operating funds. If awarded, the one year grant contract will run from September 2021 until September 2022. District 1 (AH)

**Background and Justification:** Funds generated from the sale of Indian River Lagoon license plates are used to support habitat restoration, water quality improvement, and associated education projects. The SFWMD is responsible for administering Indian River Lagoon License Plate funds.

Riverbend Park is located south of Indiantown Road in northern Palm Beach County and serves as the recreational gateway to the Northwest Fork of the Loxahatchee National Wild and Scenic River. The 665 acre park and attracts over 150,000 visitors annually and contains a variety of subtropical hammocks, lakes, sloughs and prairies, and provides passive recreation at the historic headwaters of the Loxahatchee River. Riverbend Park features 13 miles of shell rock hiking/biking trails, 8 miles of equestrian trails, and 5.3 miles of kayak and canoe trails.

In order to meet the grant application submission deadline, Mayor Kerner signed the application on behalf of the Board as authorized by Palm Beach County Administrative Code, Section 309.00. The code requires that the grant be presented to the Board for approval at the next available meeting after signature by the Mayor.

Attachment: Grant Application

Recommended by:   
Department Director

7-21-21  
Date

Approved by:   
Assistant County Administrator

8/9/2021  
Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u><u>-0-</u></u>	<u><u>-0-</u></u>	<u><u>-0-</u></u>	<u><u>-0-</u></u>	<u><u>-0-</u></u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____
Is Item Included in Current Budget:		Yes	_____	No	<u>X</u>
Does this item include use of federal funds?		Yes	_____	No	<u>X</u>

Budget Account No.:      Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_  
    Object \_\_\_\_\_ Program \_\_\_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

There is no fiscal impact at this time. Should the grant be awarded, a budget amendment will be brought before the Board for approval and the respective funding sources would be as follows:

SFWMD grant	0001-582-5417	* \$20,000
Riverbend Park operating budget	0001-580-5417	\$19,920
Total Grant Project Cost		* \$39,920

\* This amount may be revised based on the actual grant award.

**C. Departmental Fiscal Review:** \_\_\_\_\_

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

*Lisa Mante* 7/26/21  
 OFMB *NA 7/26/21*  
 LM  
 7/26

*Janet S. Jankowski*  
 Contract Development and Control  
 8-6-21 *ru*

**B. Legal Sufficiency:**

*E. A. Helfert*  
*[Signature]* 8/6/21  
 Assistant County Attorney

**C. Other Department Review:**

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

REVISED 10/95  
 ADM FORM 01

This summary is not to be used as a basis for payment



Parks and Recreation  
Department

2700 6th Avenue South  
Lake Worth, FL 33461  
(561) 966-6600

Email: [pbcparcs@pbcgov.org](mailto:pbcparcs@pbcgov.org)  
[www.pbcparcs.com](http://www.pbcparcs.com)



Palm Beach County  
Board of County  
Commissioners

Dave Kerner, Mayor

Robert S. Weinroth, Vice Mayor

Maria G. Marino

Gregg K. Weiss

Maria Sachs


Melissa McKinlay

Mack Bernard

County Administrator

Verdenia C. Baker

TO: David Kerner, Mayor  
Board of County Commissioners

FROM: Eric Call, Director   
Parks and Recreation Department

DATE: June 25, 2021

RE: Authorization to Submit Grant Application

Pursuant to Section 309 of the Administrative Code your signature is requested for an Indian River Lagoon License Plate grant application. If awarded, this grant will help fund exotic vegetation removal at Riverbend Park. The Parks and Recreation Department is requesting \$20,000 which will be matched with \$19,920 from the Department's operating budget. The one year grant contract would run from September 2021 until September 2022.

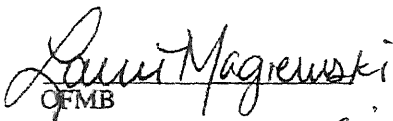
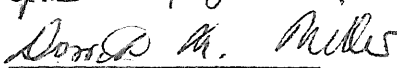
The emergency signature process is being utilized because there is not sufficient time to submit this funding request through the regular Board of County Commissioners' agenda process before the application due date on July 9, 2021. Staff will submit the application for the Board's review at the next available meeting scheduled for September 14, 2021.

If you have any questions regarding this grant application, please contact Reid Raymond, Financial Analyst III with the Parks and Recreation Department at 561-966-6639.

Approved:

  
Department Director

Anne Helfant  
County Attorney  
Palm Beach County  
2700 6th Avenue South  
Lake Worth, FL 33461  
(561) 966-6600  
Assistant County Attorney

  
OFMB  
  
Assistant County Administrator

Attachments

"An Equal Opportunity  
Affirmative Action Employer"

Official Electronic Letterhead



**Parks and Recreation  
Department**

2700 6th Avenue South  
Lake Worth, Fl, 33461  
(561) 966-6600

Email: [pbcparks@pbcgov.org](mailto:pbcparks@pbcgov.org)  
[www.pbcparks.com](http://www.pbcparks.com)



**Palm Beach County  
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Maria G. Marino

Gregg K. Weiss

Maria Sachs

Melissa McKinlay

Mack Bernard

**County Administrator**

Verdenia C. Baker

"An Equal Opportunity  
Affirmative Action Employer"

Official Electronic Letterhead

June 22, 2021

Ms. Dora Dixon  
Sr. Contract/Compliance Specialist  
South Florida Water Management District  
B-1 Building 2<sup>nd</sup> Floor West  
3301 Gun Club Road  
West Palm Beach, FL 33406

**Re: 2021 Indian River Lagoon License Plate Grant – Riverbend Park exotic  
vegetation management.**

Dear Ms. Dixon:

Palm Beach County respectfully requests your consideration of the attached grant application for funding from the South Florida Water Management District's Indian River Lagoon License Plate Funding Program. The County is requesting grant funding in the amount \$20,000.00 for the Riverbend Park exotic plant management program. The County will provide \$19,920.00 in matching funds.

Riverbend Park is located on the North Fork of the Loxahatchee River in northern Palm Beach County. Riverbend Park is a 665-acre natural area park that is vital to the health of Loxahatchee River. Consistent exotic vegetation management maintains the well-being of the native habitats.

Dave Kerner, Mayor, Palm Beach County Board of County Commissioners has authority to sign the grant application on behalf of Palm Beach County

Dave Kerner, Mayor  
Palm Beach County Board of County Commissioners  
301 North Olive Avenue, Suite 301  
West Palm Beach, FL 33401  
[DKerner@pbcgov.org](mailto:DKerner@pbcgov.org)  
(561)335-6344

The exotic plant management project will be completed using County's annual contractor James F. Schnelle Environmental Management and Engineering, and will be managed by the Palm Beach County Parks and Recreation Department. The project will be finalized by September 1, 2022.

This application was prepared without collusion with any other person or entity submitting an application to the IRL Indian River Lagoon License Plate Funding Program.

Please contact Pat Rash, Park Coordinator with the Palm Beach County Parks and Recreation Department at [prash@pbcgov.org](mailto:prash@pbcgov.org) or by phone at (561)746-6489 should you have any questions or need additional information.

Sincerely,

Dave Kerner, Mayor  
Palm Beach County Board of County Commissioners

DK:PR

Attachments

**FISCAL YEAR 2021 INDIAN RIVER LAGOON LICENSE PLATE FUNDING**

**APPLICATION FORM**



The undersigned Applicant has read all of the terms and conditions of the <b>Indian River Lagoon License Plate Funding Program Guidelines And Application</b> , and certifies that all of the information contained within this Application and subsequent Attachments and Exhibits is true and correct to the best of its knowledge.	
<b>Applicant's Legal Name (Organization Name):</b> Palm Beach County Board of County Commissioners <b>Contact Person:</b> Pat Rash, Park Coordinator, PBC Parks and Recreation Department, Riverbend Park	
<b>Applicant's Address:</b> 9060 Indiantown Road Jupiter, FL 33478 Telephone No.:(561)746-6489 <span style="float:right">Email Address: prash@pbcgov.org</span>	
<b>Type of Organization: (check)</b>  <input checked="" type="checkbox"/> Governmental  <input type="checkbox"/> Not-For-profit	<b>Date of Incorporation:</b> 1909  <b>State of Incorporation:</b> Florida  <b>Federal ID No.:</b> 59-6000-785
<b>Project Location (county):</b>  <b>St. Lucie Cty. \$</b> _____ <b>Martin Cty. \$</b> _____ <b>Palm Beach Cty.\$</b> 20 000.00  <i>*(one application per county, if work is done in more than one county use separate applications)</i>	
<b>Project Title:</b> Herbicide treatment of exotic vegetation.	
<b>Brief Project Description:</b> Herbicide treatment of +/- 160 acres of exotic vegetation in zones 5, 6, 7, 8A, 10, 19, 20. See map.	
<b>Authorized Person's Name:</b> Dave Kerner, Mayor <b>Signature:</b> _____ <p align="center"><i>Must Be signed</i></p> <b>Title:</b> Mayor Palm Beach County Board of County Commissioners	

Approved as to  
Form and Legal Sufficiency

County Attorney

**Anne Helfant**

Digitally signed by Anne Helfant  
 DN: cn=Anne Helfant, ou=PBCgov, ou=Enterprise, ou=CA/IT,  
 cn=Users, ou=Anne Helfant, email=ahelfant@pbcgov.org  
 Reason: I am the author of the document  
 Location: your signing location here  
 Date: 2021.06.29 12:08:38-0400  
 Font: PhantomPDF Version: 10.1.0

## **EXHIBIT "A"**

### **1.0 INTRODUCTION**

Riverbend Park is a heavily utilized 665-acre passive regional park located in northern Palm Beach County. The park known for its hiking, equestrian and canoe/kayak facilities, is located along the Loxahatchee River and is the southern-most "wild and scenic" river in the continental United States. The headwaters to the Northwest Fork of the Loxahatchee River is the only surviving example of a subtropical cypress forest river system remaining in Florida.

The park features a series of interconnected waterbodies including wetlands and filtering marshes, providing for over five miles of interior canoe and kayak trails. The upland habitats that drain into these waterbodies are in a maintenance program for invasive exotic vegetation. Pest plants that populate these habitats include many different species. If left unchecked these pest plants will spread into the watershed and alter the native habitats that help support the river system.

### **2.0 BENEFITS TO THE IRL**

The elimination of invasive exotics help support native habitats that are all part of the Loxahatchee River ecosystem. Healthier ecosystem results in better water quality.

### **3.0 LOCATION OF PROJECT**

The project is located in Riverbend Park, 9060 Indiantown Road, Jupiter, FL 33478. The park is located on the south side of Indiantown Road along the north fork of the Loxahatchee River. The project is located on the Loxahatchee watershed. Please see attached map.

### **4.0 SCOPE OF WORK**

The project includes herbicidal treatment of approximately 160 acres of upland habitat. Contractor will cover zones 5,6,7,8A,10,19, and 20 for target species include Lygodium, Brazilian pepper, Australian pine, Caesar weed, Acacia, and Java plum. (See map and budget estimate)

### **5.0 WORK BREAKDOWN STRUCTURE**

All work will be performed by an annual contractor, who will be responsible for providing all labor, equipment and supplies. Every effort will be made by the contractor to avoid overspray damage to native vegetation. This work will be strictly monitored by Palm Beach County Parks and Recreation Department employees.

Item	Price
Herbicide treatment of +/- 160 acres for invasive exotics	\$39,920.00
<b>Total</b>	<b>\$39,920.00</b>

**6.0 COST BREAKDOWN AND TASK / DELIVERABLE SCHEDULE (Exhibit "B")**

Project element	Start date	Completion date
Treatment of invasive exotics	July 1, 2022	August 15, 2022
Grant closeout documentation	August 15, 2022	August 30, 2022

**EXHIBIT "B"**

**TASK & DELIVERABLE SCHEDULE**

Recipient may invoice the District requesting a reimbursement of 75% of the total costs to complete each deliverable within the not-to-exceed maximum amount shown below. Payment is contingent upon the Recipient providing documentation with each invoice showing actual expenditures, including its minimum 25% cost share, as well as providing the deliverables as described in the Payment and Deliverable Schedule. The District shall only be obligated to reimburse for documented actual expenditures within the not-to-exceed amounts specified below.

All deliverables submitted hereunder are subject to review and acceptance by the District. Acceptability of all work will be based on the judgment of the District that the work is technically complete and accurate.

The Recipient shall be responsible for submitting Quarterly Reports starting after the first

quarter following Agreement execution to the SFWMD Project Manager. The Recipient shall deliver to SFMWD a complete set of deliverables for this task including a summary sheet of all invoices paid for each period. The Recipient shall be responsible for all aspects of managing and completing the project as described in Exhibit "A".

<b>TASK</b>	<b>DELIVERABLES (quarterly and final reports)</b>	<b>SCHEDULE (time from contract execution)</b>	<b>NOT TO EXCEED AMOUNT</b>
Treat exotics	Photos, map, completion documentation	270 – 330 days	\$39,920



**INDIAN RIVER LAGOON LICENSE PLATE FUNDING  
PROGRAM PROJECT CRITERIA CHECKLIST**

This form must be **completely** filled out with appropriate statements in the space provided (no references to text), including all requested documents. Failure to properly complete this checklist will cause the District to deem the application ineligible. Please do not exceed the space provided for answers to each question.

Project Information

**1. Provide a brief description of the project:**

Herbicidal treatment of invasive exotic plant species in Riverbend Park. Work performed by annual contractor in 7 zones +/- 160 acres.

**2. Indicate the type of project (check all that apply):**

Habitat Restoration (approximate # of acres 160) or

Water Quality Improvement

Education

Project is within the IRL boundaries (north St. Lucie county line to the Jupiter Inlet) or

within an associated tributary in IRL watershed (St. Lucie River, Moore's Creek, etc.) or

within the Loxahatchee River

St. Lucie,  Martin,  Palm Beach County (choose one)

**3. Applicant information:**

Government

Not-For-Profit

**4. Regulatory Approvals Needed: Yes                  No**

Agency \_\_\_\_\_

Type and Status of \_\_\_\_\_

Approvals \_\_\_\_\_

**5. Provide the following:**

Requested Funding                  \$20,000.00

Total Project Cost                  \$39,920.00

Other Funding Sources                  Palm Beach County Parks  
and Recreation Department

**James F. Schnelle, Jr., P.E.**  
**Environmental Management & Engineering**  
8259 North Military Trail, Suite #8  
Palm Beach Gardens, Florida 33410-6352  
(561) 622-5549

**BUDGET ESTIMATE**

Client: Ms. Stephanie Tannone  
PBC Parks & Recreation

Date: June 18, 2021

Project: Riverbend Park Exotic Species Herbicide Treatment

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I. Task Description

- Herbicide treat exotic species in situ within 160 acre +/- area as contained in management units # 5,6, 7,8a, 10, 19 & 20;
- Cut Brazilian pepper & acacia with machete and herbicide treat cut stump with Garlon 4 and red dye;
- Cut climbing fern with machete and herbicide treat with glyphosate and blue dye;
- Herbicide treat caesar weed with glyphosate & 2-4 D with blue dye

II. Budget Estimate

<u>Item</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
Supervisor	240.0	Hours	\$ 40.00	\$ 9,600.00
Laborers	960.0	Hours	22.00	21,120.00
ATV	240.0	Hours	25.00	6,000.00
Chemicals	1	Each	\$ 3,200.00	3,200.00

**TOTAL BUDGET ESTIMATE.....\$ 39,920.00**

Respectfully submitted,

**WE APPRECIATE YOUR BUSINESS!**