

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: October 4, 2022

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 a Waterways Assistance Program (WAP) grant application submitted to the Florida Inland Navigation District (FIND) on August 15, 2022, requesting \$220,000 to fund 50% of the planning, design and permitting cost associated with the redevelopment of the southern portion of Bert Winters Park;

B) authorize the County Administrator or designee to execute the Grant Project Agreement, as well as task assignments, certifications, standard forms, or amendments to the Agreement that do not change the scope of work or terms and conditions of the Agreement, if the grant is approved;

C) authorize the Director of the Parks and Recreation Department to serve as the Project Director; and

D) authorize the Director of the Parks and Recreation Department or designee to serve as Project Liaison.

Summary: The total cost of the project identified in the FIND WAP grant application is \$440,000. This grant application requests up to \$220,000 to fund up to (50%) of the planning, design and permitting costs associated with the redevelopment of the southern portion of Bert Winters Park. **If the FIND grant is awarded, the County will provide matching funds using Infrastructure Sales Tax (IST) funding.** Due to grant-related items requiring timely execution by the County, staff is requesting Board approval for the County Administrator or designee to approve grant documents and the Parks and Recreation Director to act as the Project Director and Liaison Agent for this project, if this grant is approved by FIND. District 1 (AH)

Background and Justification: Bert Winters Park is 16.5 acre park located along the Intracoastal Waterway in northern Palm Beach County. The park is being redeveloped in three phases. Phase One was completed in 2018 and included the construction of a second entrance road along the northern portion of the park to improve traffic flow and circulation; construction of 45 new boat parking spaces; a new restroom; three new floating staging docks; and renovation of the existing boat ramps. Phase Two, which is the current phase, includes the installation of a new canoe/kayak boat launch, expanded parking, new group picnic shelter, new lighting, a waterfront promenade, new picnic facilities and associated infrastructure. The existing parking and day use dock will also be renovated as part of this project. Phase Three project elements are still being finalized but are expected to include the renovation and reconfiguration of the athletic fields, possible inclusion of additional tennis or pickleball courts and construction of additional parking for use by park patrons using the waterfront.

FIND's timeframe for this application did not allow for prior approval by the Board of County Commissioners. In order to meet the grant application deadline, Vice Mayor Weiss signed the application on behalf of the Board as authorized by Palm Beach County Administrative Code, Section 309.00. The code requires the grant application be presented to the Board for approval at their next available meeting after signature by the Mayor.

Attachment: Grant Application

Recommended by: 
Department Director

9/12/2022
Date

Approved by: 
Assistant County Administrator

9/19/2022
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
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 presented to the Board for approval. The additional funding sources for this project are identified as follows:

FIND WAP grant	3600-582-TBD	\$220,000
Infrastructure Sales Tax	3950-581-T041	<u>\$220,000</u>
Total		\$440,000

C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

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

Lisa Monte 9/13/22
 OFMB JH 9/13 9/13/22

Ann S. Jansing 9/19/22
 Contract Development and Control

B. Legal Sufficiency:

Arnie Helgert 9/20/22
 Assistant County Attorney

C. Other Department Review:

 Department Director

REVISED 10/95
 ADM FORM 01



**Parks and Recreation
Department**

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

Email: pbcparcs@pbcgov.org
www.pbcparcs.com

PALM BEACH COUNTY



PARKS & RECREATION

**Palm Beach County
Board of County
Commissioners**

Robert S. Weinroth, Mayor

Gregg K. Weiss, Vice Mayor

Maria G. Marino

Dave Kerner

Maria Sachs

Melissa McKinlay

Mack Bernard


County Administrator

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"

Official Electronic Letterhead

TO: Robert Weinroth, Mayor
Board of County Commissioners

FROM: Eric Call, Director 
Parks and Recreation Department

THROUGH: Dorritt Miller, Assistant County Administrator
Board of County Commissioners

DATE: August 5, 2022


RE: Authorization to Submit Revised Grant Application

Pursuant to Section 309 of the Administrative Code, your signature is requested for a Florida Inland Navigation District – Waterway Assistance Program grant. If awarded this grant will help fund a portion of the planning, design and permitting costs associated with redevelopment of the southern portion of Bert Winters Park. The Parks and Recreation Department is requesting \$220,000 which will be matched with \$220,000 from the Palm Beach County Infrastructure Sales Tax. If awarded, the two year grant contract will run from the fall of 2022 until the fall of 2024, with a possible one year time extension.

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 consideration by the FIND Board on September 8, 2022. Staff will submit the application for the Board's review at the next available meeting scheduled for October 4, 2022.

If you have any questions regarding this grant application, please contact Jean Matthews, Senior Planner with the Parks and Recreation Department at 561-966-6652.

Approved:

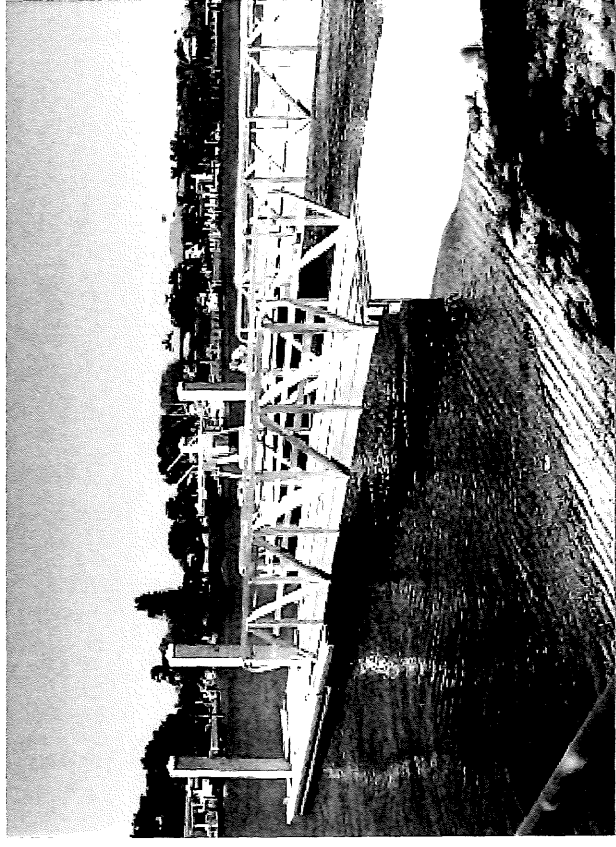
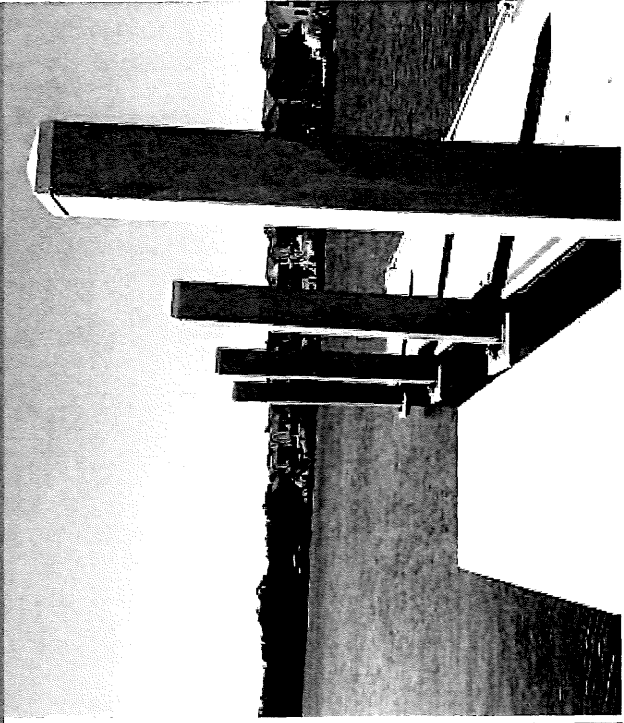
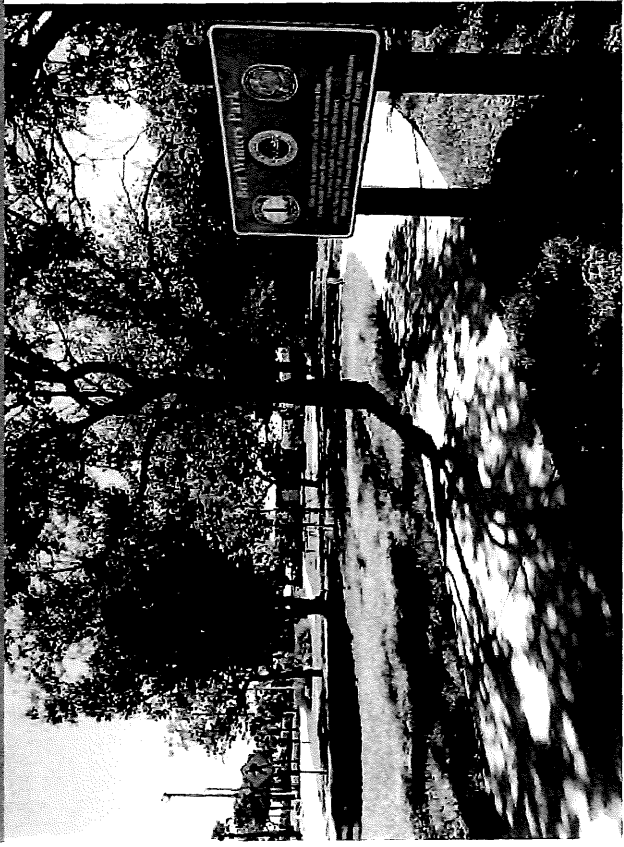
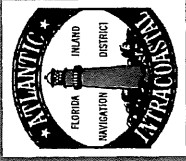

OFMB

/s/ Anne Helfant
Assistant County Attorney


Assistant County Administrator

Attachments

WATERWAY ASSISTANCE PROGRAM 2022



MARCH 2022

PALM BEACH COUNTY



PARKS & RECREATION

National Gold Medal Award Winner

PALM BEACH COUNTY BERT WINTERS PARK REDEVELOPMENT PROJECT IC


ATTACHMENT E-1 (Continued)

APPLICATION CHECKLIST

WATERWAY ASSISTANCE PROGRAM FY 2022

	<u>YES</u>	<u>NO</u>
9. Attorney's Certification (Land Ownership) – E-8 (Must be on or follow format of Form No. 94-26, Legal descriptions NOT accepted in lieu of form)	<input type="radio"/>	<input checked="" type="radio"/>
10. County/City Location Map	<input type="radio"/>	<input checked="" type="radio"/>
11. Project Boundary Map	<input type="radio"/>	<input checked="" type="radio"/>
12. Clear & Detailed Site Development Plan Map	<input type="radio"/>	<input checked="" type="radio"/>
13. Copies of all Required Permits: ACOE, DEP, WMD (Required of development projects only)	<input type="radio"/>	<input checked="" type="radio"/>

The undersigned, as applicant, acknowledges that Items 1 through 12 above constitutes a complete application and that this information is due in the District office no later than 4:30 PM, March 28, 2022 By May 16, 2022 my application must be deemed complete (except for permits) or it will be removed from any further consideration by the District. I also acknowledge that the information in Item 13 is due to the District no later than September 19, 2022. If the information in Item 13 is not submitted to the District office by September 19, 2022, I am aware that my application will be removed from any further funding consideration by the District.

LIAISON: Robert Weinroth TITLE: Mayor, Palm Beach County
GREGG K. WEISS, VICE MAYOR Board of County Commissioners
 FOR 3/15/22
 SIGNATURE - PROJECT LIAISON MAYOR WEINROTH DATE

FIND OFFICE USE ONLY	
Date Received:	_____
Local FIND Commissioner Review:	_____
All Required Supporting Documents:	_____
Applicant Eligibility:	_____
Project Eligibility:	_____ Available Score: _____
Compliance with Rule 66B-2 F.A.C.:	_____
Eligibility of Project Cost:	_____

/s/ Anne Helfant
 Legal Sufficiency

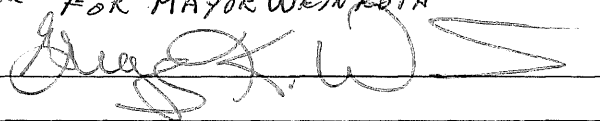
ATTACHMENT E-2
APPLICANT INFORMATION & PROJECT SUMMARY
 WATERWAY ASSISTANCE PROGRAM FY 2022

APPLICANT INFORMATION			
Applicant: Palm Beach County Board of County Commissioners			
Department: Palm Beach County Parks and Recreation Department			
Project Title: Bert Winters Park Redevelopment Project IC			
Project Director: Eric Call		Title:	Director Parks & Recreation
Project Liaison: <small>(if different from Director)</small>		Title:	
Mailing Address:	2700 6 th Avenue South		
City: Lake Worth, Florida	Zip Code:	33461	
Email Address: ecall@pbcgov.org	Phone #:	561-966-6614	
Project Address:	13425 Ellison Wilson Road, Juno Beach, FL 33408		

*** I hereby certify that the information provided in this application is true and accurate. ***

VICE MAYOR FOR MAYOR WEINROTH
 WEISS

SIGNATURE: _____



DATE: _____

8/15/22

<p>PROJECT NARRATIVE (Please summarize the project in space provided below in 2 paragraphs or less.)</p> <p>The Palm Beach County is requesting \$220,000 in grant funding to fund 50% of the planning, design and permitting cost associated with the redevelopment of southern portion of Bert Winters Park. This Phase IC project will design and permit a new canoe/kayak boat launch, expanded parking, new group picnic shelter (ideal for fishing tournament awards), waterfront promenade and new picnic facilities. The existing parking and day use dock will also be renovated as part of this project.</p> <p>Bert Winters Park is located on the Intracoastal Waterway in northern Palm Beach County and features three boat ramps, 69 boat/trailer parking spaces, restrooms, picnicking and ballfields.</p>

/s/ Anne Helfant

 Legal Sufficiency

**ATTACHMENT E-3
PROJECT INFORMATION**

WATERWAY ASSISTANCE PROGRAM FY 2022

Applicant: Palm Beach County	Project Title: Bert Winters Park Redevelopment Phase IC	
Total Project Cost: \$440,000	FIND Funding Requested: \$220,000	% of Total Cost: 50%
Amount of Applicant's Matching Funds:	\$220,000	
Source of Applicant's Matching Funds:	Infrastructure Sales Tax Program (Surtax)	

1. **Ownership of Project Site (check one):** Own: Leased: Other:

2. **If leased or other, please describe lease or terms and conditions:**

The majority of the project is located on County owned land, however the shoreline is owned by the U.S. Army Corps of Engineers and the County has a consent to easement to use this Right-of-Way.

3. **Has the District previously provided assistance funding to this project or site?** Yes No:

4. **If yes, please list:**

Bert Winters Boat Ramp PB-89-5, Bert Winters Boat Ramp = Phase I PB-11-152 (expired) Bert Winters Park Acquisition PB-13-169, Bert Winters Park Phase IIA PB-15-188, Bert Winters Phase IB PB-19-206

5. **What is the current level of public access in terms of the number of boat ramps, boat slips and trailer parking spaces, linear feet of boardwalk (etc.)? (as applicable):**

Three boat ramps, 69 boat/trailer parking spaces, three floating docks, day use docks, two restrooms, and picnic facilities.

6. **How many additional ramps, slips, parking spaces or other access features will be added by this project?** The project includes a new canoe/kayak launch, renovation of the existing day use docks and 44 new car parking spaces.

7. **Are fees charged for the use of this project?** No Yes **

**If yes, please attach additional documentation of fees and how they compare with fees from similar public & private facilities in the area.

Please list all Environmental Resource Permits required for this project:

AGENCY	Yes / No / N/A	Date Applied For	Date Received
WMD	Yes	Consultant will submit permit application in the next several months	
DEP	Maybe	Consultant will submit permit application in the next several month	
ACOE	Yes	Consultant will submit permit application in the next several month	

**ATTACHMENT E-4
EVALUATION WORKSHEET**

WATERWAY ASSISTANCE PROGRAM FY 2022

DIRECTIONS:

All applicants will complete questions 1 through 6, and then based on the type of project, complete one and only one subsection (E-4A, B, C, D or E) for questions 7-10.

*****Please keep your answers brief and do not change the pagination of Attachment E-4*****

All other sub-attachments that are not applicable to an applicant's project should not be included in the submitted application.

Project Title:	Bert Winters Park Redevelopment Project IC
Applicant:	Palm Beach County Board of County Commissioners

1) PRIORITY LIST:

- a) Denote the priority list category of this project from Attachment C in the application.**
(The application may only be of **one** type based upon the predominant cost of the project elements.)

Acquisition, dredging, shoreline stabilization and development of public boat docking and mooring facilities.

- b) Explain how the project fits this priority category.**

The Bert Winters Park Redevelopment project fits into priority category #7, because the project will be expanding parking and redevelop public boat docking facilities.

(For reviewer only)

Max. Available Score for application _____

Question 1. Range of Score (1 to ___ points)

2) WATERWAY RELATIONSHIP:

- a) **Explain how the project relates to the ICW and the mission of the Navigation District.**

Bert Winters Park is located directly on the Intracoastal Waterway with three boat ramps and boat trailer parking. The Park serves not only as a boat launching facility, but also as a boaters' destination with access to the restrooms, group shelter and playground. The new and renovated picnic facilities will serve boaters and park patrons.

- b) **What public access or navigational benefit to the ICW or adjoining waterway will result from this project?**

This Park with over eight hundred feet on the Intracoastal Waterway serves not only as a boat launching facility, but also as a boater destination.

(For reviewer only)
(1-6 points)

3) PUBLIC USAGE & BENEFITS:

- a) **Describe how the project increases/improves boater/public access. Estimate the amount of total public use.**

It is difficult to quantify public usage, Bert Winters Park boat/trailer parking is full most nice weekends and holidays. Expansion of the waterfront facilities will provide the public with a venue to recreate and enjoy the Intracoastal Waterway.

- b) **Discuss the regional and local public benefits provided by the project. Can residents from other counties of the District reasonably access and use the project? Explain.**

Project is located less than 8 miles from the Martin/Palm Beach County line and it is reasonable for residents from other counties to both launch at the park and to use it as a boater destination.

- c) **Has the local Sponsor implemented or plans to implement any boating access, speed zone, commercial access or other restrictive use of this site?**

The park is deed restricted limiting the use to a public park for recreation purposes. The County sometimes allows commercial dock/sea wall construction companies to use the boat ramps for loading material with a use permit, no other commercial activity is allowed on this site.

(For reviewer only)
(1-8 points)

4) TIMELINESS:

- a) Describe current status of the project and present a reasonable and effective timeline for the completion of the project consistent with Attachment E-6.**

On May 17, 2022, the Palm Beach County Board of County Commissioners awarded a professional architectural/engineering contract for \$338,860 to Architecture Green LLC to complete the planning, design and permitting for the redevelopment of the southern portion of Bert Winters Park.

- b) Briefly explain any unique aspects of this project that could influence the timeline.**

The design consultant is required to apply for environmental permits. Depending on environmental factors, permits could take 6 – 12 months to be awarded.

(For reviewer only)
(1-3 points)

5) COSTS & EFFICIENCY:

- a) List funding sources and the status and amount of the corresponding funding that will be utilized to complete this project including any cash match or matching grant funds.**

If grant funding is awarded it will be matched with Palm Beach County Infrastructure Sales Tax.

- b) Identify and describe any project costs that may be increased because of the materials utilized or specific site conditions.**

This is a really straight forward project, however the project includes 44 new car parking spaces and renovation of 22 car parking spaces as well as construction of a group shelter and picnic facilities. The price of oil based products and wood continue to increase and prices are unpredictable.

- c) Are there any fees associated with the use of this facility? If so, please list or attach fee sheet.**

The County charges for boat/trailer parking, an annual permit is available to all boaters regardless of residency for \$37.50 or boaters can pay \$10 per day to park.

- d) If there are any fees, please explain where these fees go and what they are used for. In addition, please provide a listing of the fees charged by similar facilities, public and private, in the project area.**

The fees generate by the boat/trailer parking go into the Palm Beach County General Fund.

(For reviewer only)
(1-6 points)

6) PROJECT VIABILITY:

a) Why is the project necessary and what need will it fill? Why are existing facilities insufficient to meet demand?

Paddle boarding, canoe and kayaking have taken off in popularity in the last several years. The area from the Donald Ross Road Bridge south to past the PGA Road Bridge is in a regulatory slow speed zone. Having a non-motorized vessels launching at this park provides boaters over three miles of quiet water to paddle and enjoy the environment. This project will provide an additional access point on the Intracoastal Waterway to help meet the growing demand for these sports. Once the project is complete the renovated day use docks will allow boaters to tie up and use the park as a boater destination.

b) Clearly demonstrate how the project will continue to be maintained and funded after funding is completed.

The Palm Beach County Parks and Recreation Department has a full time maintenance division with 302 employees and a \$36,647,486 operating budget.

c) Is this project referenced or incorporated in an existing maritime management, public assess or comp plan?

The Palm Beach County Comprehensive Plan's Coastal Management Element seeks to balance the provision of water-related recreational activities and preservation of coastal and natural resources.

Objective 1.5 Protection of Commercial and Recreational Marine Waterfronts.

Policy 1.5a; The County shall implement strategies to protect working commercial and recreational marine waterfronts by pursuing the following actions:

10. *Securing pedestrian access to waterfronts and enhancing existing waterfront parks to develop public marinas where feasible.*

The development of a waterfront promenade and picnic facilities on the Intracoastal Waterway help fulfill this Objective.

(For reviewer only)
(1-7 points)

SUB-TOTAL _____

ATTACHMENT E-4A
EVALUATION WORKSHEET
DEVELOPMENT & CONSTRUCTION PROJECTS

WATERWAY ASSISTANCE PROGRAM FY 2022

THIS ATTACHMENT IS TO BE COMPLETED IF YOUR PROJECT IS A DEVELOPMENT OR CONSTRUCTION PROJECT BUT **IS NOT** AN INLET MANAGEMENT OR BEACH RENOURISHMENT PROJECT.

7) PERMITTING:

- a) Have all required environmental permits been applied for? (USACE, DEP and WMD) If permits are NOT required, explain why not.**

Architecture Green has been hired to complete the planning, design and permitting for this project. The consultant will apply for environmental permits.

- b) If the project is a Phase I project, please provide a general cost estimate for the future Phase II work.**

The County anticipates commencing construction in January 2024, construction is estimated to cost \$2 million using today's figures. However given inflation and material shortages, the cost may increase prior to commencement of construction.

- c) Detail any significant impediments that may have been identified that would potentially delay the timely issuance of the required permits.**

There are no known impediments that would potentially delay issuance of environmental permits.

(For reviewer only)
(1-4 points)

8) PROJECT DESIGN:

- a) **Has the design work been completed?
If this is a Phase I project, has a preliminary design been developed?**

The preliminary design work has been completed and a master plan has been developed. Architecture Green is under contract to complete the planning, design and permitting for this project, the design is expected to be complete by spring of 2023.

- b) **Are there unique beneficial aspects to the proposed design that enhance public usage or access, minimize environmental impacts, improve water quality or reduce costs?**

Improvements to the uplands will address stormwater and drainage issues, thereby reducing or eliminating runoff into the Intracoastal. The new canoe/kayak launch and renovated dock will be ADA compliant, providing water access to park patrons with mobility issues.

*(For reviewer only)
(1-2 points)*

9) CONSTRUCTION TECHNIQUES:

- a) **Briefly explain the construction techniques and materials to be utilized for this project. Identify any unique construction materials that may significantly alter the project costs. If a Phase 1, elaborate on potential techniques.**

The consultant is still determining if floating or fixed docks will be more appropriate at this site. If the consultant recommends using floating docks they will be ADA accessible via an aluminum gangway, and the docks will be a fiber reinforced concrete shell with a polystyrene foam core, anchored with 18" pre-stressed concrete piles. The floating docks will be designed to a 25-year storm conditions and have an expected life of 25 years.

- b) **What is the design life of the proposed materials compared to other available materials?**

All materials will be the highest grade marine quality and approved by the Florida Department of Transportation. Overall design takes into consideration sea level rise.

*(For reviewer only)
(1-3 points)*

10) ENVIRONMENTAL COMPONENTS:

- a) How has the facility where the project is located demonstrated commitment to environmental compliance, sustainability, and stewardship?**

The redevelopment of the southern portion of Bert Winters Park will address drainage and stormwater issues and will be designed to prevent runoff into the Intracoastal Waterway, thereby improving water quality.

- b) What considerations, if any, have been made for sea level rise impacts in the design and life span of this project?**

If floating docks are selected they will readily adopt to sea level rise and extreme tidal changes. If fixed docks are selected or a combination of fixed and floating docks, sea level rise projections over the next 25 years (estimated life of docks) will be taken into consideration in the design.

*(For reviewer only)
(1-3 points)*

RATING POINT TOTAL _____

Note:

The total maximum score possible is dependent upon the project priority category but cannot exceed 50 points unless the project qualifies as an emergency-related project. The minimum score possible is 10 points. A score of 35 points or more is required to be considered for funding.

**ATTACHMENT E-6
PROJECT TIMELINE**

WATERWAY ASSISTANCE PROGRAM FY 2022

Project Title:	Bert Winters Park Redevelopment Project IC
Applicant:	Palm Beach County Board of County Commissioners

The applicant is to present a detailed timeline on the accomplishment of the components of the proposed project including, as applicable, completion dates for: permitting, design, bidding, applicant approvals, initiation of construction and completion of construction.

NOTE: All funded activities must begin AFTER October 1st
(or be consistent with Rule 66B-2.005(3) - Pre-agreement expenses)

Date	Component
October 2022	Execution of grant contract (if funding is awarded)
November 2022	Apply for environmental permits
January 2023	Board of County Commissioners agenda to receive and file fully executed grant contract and establish budget
March 2023	Planning, Design and Permitting complete
April 2023	Apply for a FIND – WAP Phase CII grant to fund construction
January 2024	Award Construction Contract
January 2024	Phase IC Grant closeout documentation