



**II. FISCAL IMPACT ANALYSIS**

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

| Fiscal Years                           | 2024        | 2025 | 2026 | 2027 | 2028 |
|--|-------------|------|------|------|------|
| Capital Expenditures                   | 0           | 0    | 0    | 0    | 0    |
| Operating Costs                        | \$280,000   | 0    | 0    | 0    | 0    |
| External Revenues                      | (\$210,000) | 0    | 0    | 0    | 0    |
| Program Income(County)                 | 0           | 0    | 0    | 0    | 0    |
| In-Kind Match(County)                  |             | 0    | 0    | 0    | 0    |
| NET FISCAL IMPACT                      | *70,000     | 0    | 0    | 0    | 0    |
| #ADDITIONAL FTE POSITIONS (CUMULATIVE) | 0           | 0    | 0    | 0    | 0    |

Is Item Included In Current Budget? Yes  No

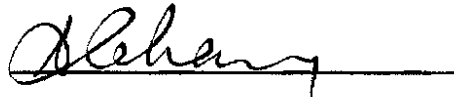
Does this item include the use of federal funds? Yes  No

Budget Account No.: Fund 1400 Department 600 Unit 6115 Object 3401

Fund 1400 Department 600 Unit 6115 Rsc 3139

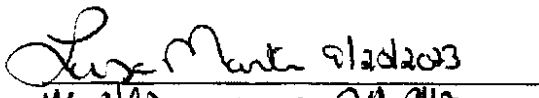
**B. Recommended Sources of Funds/Summary of Fiscal Impact:**  
Budget will be adjusted during grant carry forward.

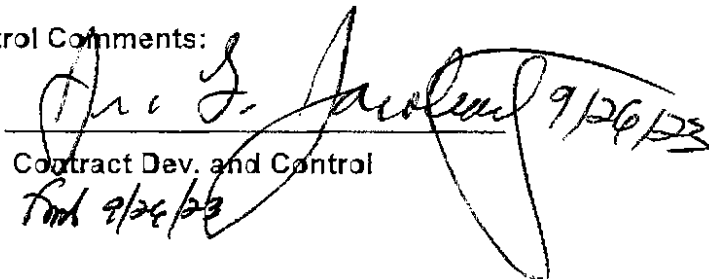
**C. Departmental Fiscal Review:**



**III. REVIEW COMMENTS**

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

  
MG 9/20 OFMB 9A 918  
MF 9/20

  
Contract Dev. and Control  
Tmd 9/26/23

**B. Legal Sufficiency:**

  
Assistant County Attorney

**C. Other Department Review:**

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

Continued from page 1

**Background Justification:** The CRS is a national program developed by FEMA. The program is voluntary and designed to incentivize local communities to do what they can to minimize flood risks in their communities. Once in the program, there are annual updates. Participating in the program allows insurable properties in the community to be eligible for reduced flood insurance premiums through the NFIP. A WMP is important to understand floodplain management and the way in which water travels. Providing this information to FEMA and to the community is essential for improving the current CRS rating. There are nearly 38,000 active NFIP policies in the County valued at more than 12 billion dollars. Improving the CRS rating will have a substantial impact on the flood insurance premiums for County property owners. FAU staff have assisted a number of other communities to develop WMPs.



STATE OF FLORIDA  
**DIVISION OF EMERGENCY MANAGEMENT**

Ron DeSantis  
 Governor

Kevin Guthrie  
 Director

September 12, 2023

Mr. Doug Wise  
 PBC Building Director  
 2300 N. Jog Road  
 West Palm Beach, Florida 33411

**Re: Project # 4337-004-Pi, Palm Beach County**

Dear Mr. Wise:

Enclosed is the executed Hazard Mitigation Grant Program (HMGP) contract modification number one (#1) (Contract #H0864) between Palm Beach County and the Division of Emergency Management.

Please email all Requests for Reimbursement (Attachment D) to the project manager at [Caitlyn.Stroik@em.myflorida.com](mailto:Caitlyn.Stroik@em.myflorida.com). The Project Manager for this contract is:

Caitlyn Stroik, Project Manager  
 Florida Division of Emergency Management  
 2555 Shumard Oak Blvd,  
 Tallahassee, Florida 32399

If you have any specific questions regarding the contract or the Request for Reimbursement form, please contact Caitlyn Stroik at (850) 328-5736.

Respectfully,

Laura Dhuwe

Digitally signed by Laura  
 Dhuwe  
 Date: 2023.09.13 12:54:22  
 -04'00'

Laura Dhuwe  
 Bureau Chief, Mitigation  
 State Hazard Mitigation Officer

Enclosure


**DIVISION HEADQUARTERS**  
 2555 Shumard Oak Boulevard  
 Tallahassee, FL 32399-2100

Telephone: 850-315-4000  
[www.FloridaDisaster.org](http://www.FloridaDisaster.org)

**STATE LOGISTICS RESPONSE CENTER**  
 2702 Directors Row  
 Orlando, FL 32809-5631

IN WITNESS WHEREOF, the parties hereto have executed this Modification as of the dates set out below.

**SUB-RECIPIENT: PALM BEACH COUNTY**

By: 

Name and Title: Verdenia C. Baker, County Administrator

Date: 8/29/2023

**STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT**

By: Laura Dhuwe Digitally signed by Laura Dhuwe  
Date: 2023.09.13 12:54:13 -04'00'

Name and Title: Kevin Guthrie, Director

Date: 13-SEP-2023

- a. Inventory of ground characteristics (e.g., soil type, impervious surfaces, wetlands)
  - b. Inventory of existing drainage system
  - c. Inventory of data availability
2. Locations of:
    - a. critical facilities, cultural/historical, and other places/areas of interest
    - b. vulnerable areas and their descriptions
    - c. natural and constructed drainage systems and channels
  3. Existing regulations and plans in place for reducing flood risks

**Initial Flood Modeling**

4. For current/existing conditions land use, future land use, and the fully developed watershed scenarios:
  - a. Evaluations of the existing drainage system's runoff response from design storms using a hydrologic and hydraulic study with a hydrograph approach under current and predicted future land use conditions with assessments of the impacts of climate change and sea level rise for 10-, 25- & 100-year storm events
  - b. For currently fully developed watersheds: studies of existing development and the potential impact of any redevelopment
  - c. Evaluations of different management scenarios for at least the 100-year rainfall event for a fully developed watershed at a scale sufficient to determine local problems.
  - d. Determinations of the change in runoff from current to future, fully developed conditions
  - e. Recommendations for managing at least the 10-year and the 25-year rainfall events
5. For communities impacted by sea level rise: evaluations of the impacts of the NOAA Intermediate 2100 sea level rise scenario on the 100-year rainfall event
  - a. It is highly recommended to include 2 other scenarios up to 2100, which could be based on sea level for 2 time frames into the future or a number of feet of sea level rise within this timeframe.
6. The plan must include a strategy and action plan to address the results of the studies for:
  - a. controlling the timing of peak flows to prevent or minimize problems for the entire watershed due to new development, redevelopment, and fully developed conditions
  - b. the impact of climate change and sea level rise on fully developed conditions
  - c. at least the 25-year rainfall event in fully developed conditions, with a list of possible solutions for addressing at least the 25-year rainfall event
  - d. at least one event larger than the 25-year rainfall event, with a list of possible solutions for addressing this event
  - e. ensuring that flood hazards from the 10-year and the 25-year events are not increased by future development (the 2-year storm is also recommended).
7. The community must adopt the final plan.
8. If applicable, WMP plans more than 5 years old must be evaluated to ensure that they remain applicable to current conditions. For instance, are previous assumptions on hydrology, sea level rise and future land use still applicable.

**Jurisdiction Specific Comments for Task 1:**

Task 1 for the Sub-Recipient grant includes the following Steps 1-6 which will be performed by FAU under subcontract with support from County staff. The table below summarizes Steps 1 through 6 with the responsible parties, deliverables, schedule, and payment schedule.

and the Sub-Recipient shall provide the Division with Deliverable 1 no later than 9 months from the beginning of the Period of Performance before payment will be processed.

**Task 2 – Revise Draft WMP and Submit Completed WMP**

After receiving feedback from the Division on the preliminary Project Plan from Task 1, the Sub-Recipient shall finalize the flood modeling process and submit their completed WMP. At a minimum, the modeling and WMP must meet the Minimum Criteria required for a creditable WMP shown above. The Sub-Recipient shall update their WMP, if revisions are necessary based on the Division's feedback, and submit the completed WMP to the Division for review.

Throughout the activities for Task 2, the Sub-Recipient shall coordinate with the applicable LMS working group to ensure that the working group will adopt the WMP as an annex in the next LMS update, and use the data to inform the risk assessment and mitigation strategy.

**Jurisdiction Specific Comments for Task 2:**

Task 2 for the Sub-Recipient grant includes the following Steps 7-10 which will be performed by FAU under subcontract with support from County staff. The table below summarizes Steps 7 through 10 with the responsible parties, deliverables, schedule, and payment schedule.

| Step  | Responsible Party      | Deliverable  | Month |   |   |   |   |   |   |   |   |    |    |    |    |    |    |  |
|---|------------------------|--|-------|---|---|---|---|---|---|---|---|----|----|----|----|----|----|--|
|   |                        |  | 1     | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |  |
| Revise Draft WMP                                    | FAU                    |  |       |   |   |   |   |   |   |   |   |    |    |    |    |    |    |  |
| Step 7- Submit draft WMP to the Division for Review | Staff with FAU support | Chapter 6 of the Watershed plan – this should complete the planning document |       |   |   |   |   |   |   |   |   |    |    |    |    |    |    |  |
| Revisions based on the Division's feedback          | FAU                    |  |       |   |   |   |   |   |   |   |   |    |    |    |    |    |    |  |
| Step 8 – Submit completed WMP                       | Staff with FAU support | n/a  |       |   |   |   |   |   |   |   |   |    |    |    |    |    |    |  |
| Step 9 - Commission Approval                        | Staff with FAU support | n/a  |       |   |   |   |   |   |   |   |   |    |    |    |    |    |    |  |

Deliverable 2 - Revise Draft WMP and Submit Completed WMP: An (1) electronic copy of the completed WMP; (2) a separate electronic document with the feedback from County Staff from their review of the completed WMP and explanations of how FAU addressed the feedback; (3) a separate electronic document listing how and where in the completed WMP the Minimum Criteria listed above are met; and (4) a signed letter from the applicable county's Local Mitigation Strategy (LMS) Chairperson attesting that the completed WMP will be adopted and used to update the risk assessment and mitigation strategy during the next LMS plan update.

If applicable, the Sub-Recipient will revise the submitted WMP to comply with required revisions and feedback from the Division received from Deliverable 1, and then resubmit the WMP to the Division no later than 15 months after the beginning of the Period of Performance. These four electronic documents comprising Deliverable 2 must be submitted to the Division for review no later than 15 months after the beginning of the Period of Performance.

The Period of Performance begins with the date of execution of the subgrant agreement by both parties,

| Task(s)                                   | Number of Months to Complete |
|---|------------------------------|
| Data Collection (Task 1)                  | 3                            |
| Initial Flood Modelling (Task 1)          | 3                            |
| Preliminary Project Plan (Task 1)         | 3                            |
| Completed WMP (Task 2)                    | 3                            |
| WMP Review (Task 2)                       | 3                            |
| WMP Revisions (Task 2)                    | 3                            |
| Division and Commission Approval (Task 2) | 3                            |
| <b>Total Period of Performance:</b>       | <b>15</b>                    |

**Total Period of Performance**

**The Period of Performance for this project begins on the date of execution of the subgrant agreement by both parties and ends no later than December 31, 2023.**

**Budget**

| Cost Item             | Project Cost        | Federal Share       | Non-Federal Share  |
|-----------------------|---------------------|---------------------|--------------------|
| Personnel             | \$70,000.00         | \$52,500.00         | \$17,500.00        |
| Fringe Benefits       |                     |                     |                    |
| Travel                |                     |                     |                    |
| Equipment             |                     |                     |                    |
| Supplies              |                     |                     |                    |
| Contractual           | \$210,000.00        | \$157,500.00        | \$52,500.00        |
| Other                 |                     |                     |                    |
| <b>Project Total:</b> | <b>\$280,000.00</b> | <b>\$210,000.00</b> | <b>\$70,000.00</b> |

**Funding Summary Totals**

|                            |                     |                |
|----------------------------|---------------------|----------------|
| Federal Share:             | \$210,000.00        | 75.00%         |
| Non-Federal Share:         | \$70,000.00         | 25.00%         |
| <b>Total Project Cost:</b> | <b>\$280,000.00</b> | <b>100.00%</b> |



**AMENDMENT #1  
TO  
MASTER RESEARCH AGREEMENT C-23-229  
TASK ORDER NO: 1  
BETWEEN  
FLORIDA ATLANTIC UNIVERSITY  
AND  
PALM BEACH COUNTY**

The TASK ORDER issued under Master Research Agreement No. C-23-229, between Florida Atlantic University ("UNIVERSITY") and Palm Beach County ("SPONSOR") which was fully executed on January 13, 2023, is hereby amended to reflect the following modification:

**Replace Period of Performance with the following:**

Period of Performance: December 1, 2022 to December 31, 2023

Except as hereby modified, all other terms and conditions of the Task Order remain unchanged and in full force.

In WITNESS OF THE FOREGOING, the parties have signed this AMENDMENT, effective on the last date appearing below.

**UNIVERSITY**

**SPONSOR**

Miriam Campo  
Name: Miriam Campo  
Title: Assistant Vice President for Research  
Date: August 24, 2023

Verdenia C. Baker  
Name: Verdenia C. Baker  
Title: County Administrator  
Date: 9/11/23

Agreement Amendment#1 -- C-24-062  
Revised: August 3, 2023