

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: October 17, 2023

( ) Consent

(X) Regular

( ) Workshop

( ) Public Hearing

Department

Submitted By: County Administration

Submitted For: Office of Resilience

I. **EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to receive and file a Resilient Florida Program grant application submitted to the Florida Department of Environmental Protection on August 31, 2023, requesting \$1,250,000 to construct drainage conveyances within Country Club Acres, which would begin upon grant contract execution and end after five (5) years.

**SUMMARY:** On July 22, 2023, the Board of County Commissioners adopted a Resolution to approve the grant application for the Country Club Acres stormwater improvements project and delegate authority to the County Administrator or designee to sign and submit the application with the Florida Department of Environmental Protection for the Resilience Florida Capital Grants, and to execute any agreements associated with the disbursement of Resilience Florida Capital funds for the Country Club Acres stormwater improvement project. Before application submittal, the County Administrator delegated signing authority to the Office of Resilience (OOR) Director. OOR submitted the grant application for the Country Club Acres stormwater improvement project on August 31, 2023. In accordance with PPM CW-O-051, all delegated contracts/ agreements/ grants must be submitted by the initiating Department as a receive and file agenda item.

This grant application was a collaborative effort between OOR and Engineering and Public Works (EPW). OOR provided administrative support and flood modeling needed to apply for funding for this EPW project. If awarded, this grant will provide implementation funding to EPW that is needed to improve drainage of internal roads for increasing variability in rainfall volumes to reduce localized flooding within Country Club Acres. **This grant has a 50% match requirement totaling \$1,250,000. District 5 (RM).**

**Background and Justification: Continued on Page 3**

**Attachments:**

1. Country Club Acres Stormwater Drainage Improvement Project Grant Application
2. Delegation of Authority Memo

Recommended by: \_\_\_\_\_

*Megan S. Howard*

*9-19-23*

Department Director

Date

Approved by: \_\_\_\_\_

*Joe*

*9/28/23*

Assistant County Administrator

Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	_____	_____	_____	_____
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Is Item Included in Current Budget? Yes \_\_\_\_\_ No X

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

Budget Account No.:

Fund 0001 Department 261 Unit 2101 Object 3401 Program \_\_\_\_\_

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

\*There is no fiscal impact associated with this item. When the final award letter is received from the Resilient Florida program, an agenda item will be prepared in which the budget will be adjusted to reflect the actual award.

C. Department Fiscal Review: \_\_\_\_\_  
*Darlene G. Brown* 9/19/23  
 Deputy Director

**III. REVIEW COMMENTS**

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

*Lisa Monte* 9/21/2023  
 OFMB SA 9/20  
 MO 9/21

*John G. Jacobus* 9/26/23  
 Contract Development and Control  
 7/29/23

**B. Legal Sufficiency:**

\_\_\_\_\_  
 Assistant County Attorney

**C. Other Department Review:**

*[Signature]*  
 Department Director

**Background and Justification:**

On July 6, 2023, the Palm Beach County Purchasing Department executed a contract amendment to the Vulnerability Assessment and Resilience Action Plan Consultant Services Contract (No. F-23-014/MD) to expand the scope of the project. The new scope includes flood modeling, analysis, and accompanying technical reports for five County owned or maintained sites for which the Engineering and Public Works and Parks and Recreation Departments are seeking funding to address flooding and coastal erosion.

On July 11, 2023, the Board authorized the County Administrator or designee to move forward with a consultant to prepare flood modeling and technical assessment reports for five (5) capital construction projects and pursue grant funding from the Resilient Florida Grant Program, with applications due by September 1, 2023. These approved projects included 4 Engineering and Public Works Department projects: Prosperity Farms Road Bridge (District 1); Country Club Acres Subdivision Road (District 5); Englewood Estates/Manor Subdivision (District 3); and Australian Avenue (District 7); and 1 Parks and Recreation Department project: Ocean Inlet Park Resiliency Improvements (District 4).

The Resilient Florida Grant Program funds implementation grants that fund resilience projects that local governments have identified in compliant vulnerability assessments. For the 2023 round of funding through this program, implementation projects must be identified in a vulnerability assessment or other technical report to be eligible for funding. The Office of Resilience has already received funding and is currently in the process of conducting a vulnerability assessment of unincorporated Palm Beach County and the Glades municipalities, with an expected completion date of the final vulnerability assessment of March 2024. These flooding technical reports make these implementation projects eligible ahead of the State-compliant vulnerability assessment.



**RAN-00726**

State Agency	Florida Department of Environmental Protection	Peril of Flood Listed	✓
State Program	Resilient Florida	Letters of Support Authors	
Disaster Number/Year	N/A	Letters of Support Number	
Critical Infrastructure	No		
Project located in a Coastal Zone?	No		
SLIP Study Required?	No		
Local Project Phase	Construction		
Source of Match	Local funds		
Funding Mechanism	General Revenue		
Estimated Project Duration	36 Months		
Total Evaluation Score			

▼ **Applicant Information**

Grant Funding Type	Funding for Resilient Florida – Infrastructure Grants	Status	Submitted
Applicant Account	Palm Beach County	Applicant Contact	
Applicant Authorized Signee	Megan Houston	Applicant Fiscal Agent	Kenny Rampersad
Regional Resilience Entity Account		Applicant Grant Manager	Holly Knight

▼ **Project Information**

RPG Project Type		Project Title	Country Club Acres Stormwater Adaptation
Entity Category	County, Municipality, or Authorized Special District Addressing Risks of Flooding or Sea Level Rise Identified in a Vulnerability Assessment	Project Location	
Resilient Florida Grant Program Types	Natural Systems Restoration; Stormwater Infrastructure	Project Geo Location Narrative	Country Club Acres subdivision in Palm Beach County
List the City(ies)/Town(s)/Village(s)	Palm Beach County	State Lands Lease Agreement No.	
State Lands or State Parks Utilized	No	Project Geo Location	26.623 -80.085
Area Served	Palm Beach	Project Geo Location Metadata	
Sponsor City/County	Palm Beach	Percent of Population	
Total Population		Total Grant Match Amount	\$1,250,000
Prior Vulnerability		Total Grant Funding Amount Requested	\$1,250,000
Prior Vulnerability Share		Prior Vulnerability Entities	
Project Critical Assets		Funding for Regional Resilience	

**▼ General Information**

<b>Project Need</b>	<p>The Country Club Acres Stormwater Adaptation project includes the reconstruction of swales, installation of conveyance pipes, and installation of new end walls and baffles at outfall locations in this older, long-established residential neighborhood. The project is needed to reduce flooding in the 4.7 miles of County-owned and maintained roads, and the adjacent 496 single-family home properties, that commonly occur in rain events with as little as 0.25 inches of rainfall. Palm Beach County's Road and Bridge Division has a log of calls, complaints, and photos documenting the flood conditions (pictures included in files uploaded). Due to the complaints and recurring flooding in the community, Palm Beach County completed a drainage study of the entire community's drainage system and outfalls to determine the areas of most significant flooding, analyze the existing system and changes to it and the community as a whole since it was first platted in the 1950s. Over time, the existing swales have degraded, been filled in, or otherwise blocked, and aged corrugated metal pipes have collapsed and failed causing blockages within the drainage system. Based on the recommendations of the study, Palm Beach County is moving forward with the design of Phase 1 improvements along Jackson Road and Harrison Road, as improvements to these north-south roads with outfalls at either end will significantly alleviate flooding in the community.</p>
<b>Project Fit</b>	<p>This project has been identified in a local vulnerability assessment, as more fully described in this application, that addresses risks of flooding and sea level rise to coastal and inland communities in the state. This is a stormwater project specifically designed to address the risk of flooding in this long-established neighborhood in unincorporated Palm Beach County. The risk of flooding to the Country Club Acres development is not a future condition, it is happening today causing people to experience compromised access into, out of, and within the community. This project meets the project types because it 1) mitigates the threat of flooding and sea level rise by adaptation through the installation of improvements to an aged stormwater system; 2) adapts a critical asset, the stormwater features, to mitigate the effects of flooding; 3) includes stormwater infrastructure; and 4) enhances transportation and</p>

maintains access to the community by reducing flooding impacts.

<b>Flood risk in VA</b>	Yes	<b>Flood risk in VA explanation</b>	This project reduces the risk of flooding or sea level rise identified in the PSVA by enhancing stormwater management in an older residential neighborhood. This PSVA models all requirements in Section 380.093(3)(d)2.a-d for the project impact areas including sea level rise, tidal, surge, rainfall, and compound flooding for 2040 and 2070. This is a comprehensive vulnerability assessment per Rule 62-S-8.002(4), F.A.C. that identifies flooding and sea level rise and meets all the required elements in Section 380.093(3)(c) through (d), F.S. The 2023 modeling demonstrates the flood risk this project reduces.
<b>Compound flood risk in VA</b>	Yes	<b>Compound flood risk explanation</b>	This project reduces the risk of compound flooding identified in this PSVA by reconstruction of swales, installation of conveyance pipes, and baffle box design in this older, long-established residential neighborhood. The compound flooding scenarios included (2x) NOAA Intermediate Low & Intermediate High 2040 SLR + adjusted 100 yr & 500 yr storm surge; (2x) NOAA Intermediate Low & Intermediate High 2070 SLR + adjusted 100 yr & 500 yr storm surge; (2x) NOAA Intermediate High 2040 SLR + adjusted rainfall for the 25 yr and 100 yr storm events; (2x) NOAA Intermediate High 2070 SLR + adjusted rainfall for the 25 yr and 100 yr storm events; (4x) Present Day 100 yr and 500 yr storm surge + 25 yr and 100 yr rainfall events; (4x) NOAA Intermediate High 2040 SLR + 100 yr and 500 yr storm surge + 25 yr and 100 yr rainfall events; (4x) NOAA Intermediate High 2070 SLR + 100 yr and 500 yr storm surge + 25 yr and 100 yr rainfall events.
<b>Regionally significant asset</b>	Yes	<b>Regionally significant asset explanation</b>	This project reduces risk to evacuation routes, bridges, bus routes, potable water and sanitary sewer systems and several surface water systems which are regionally significant assets.
<b>Percent CA Vulnerable</b>	80% or more	<b>Percent CA vulnerable explanation</b>	100% of the critical assets within the project impact area were impacted by sea level adjusted (NIH) storm surge. Flood scenarios, including sea level rise (NIH and NIL), high tide flooding, rainfall, storm surge, and combination flooding, for present-day and 2040 and 2070 were compared to determine their flooding risk. Maps are attached for the project impact areas and flooding scenarios to show risk based on modeling approaches and assumptions. At-risk critical assets include: bus stops and routes, major roadways including evacuation routes, bridges, potable and sewer water systems, and several surface waters and places of worship. Of these assets identified within the project impact area, 100% are considered vulnerable to flooding from a present-day 100 yr (1%) storm surge.
<b>Existing flood mitigation project</b>	Yes, by incorporating BOTH new or enhanced structure AND natural system restoration and revegetation	<b>Existing flood mitigation project expln</b>	The project includes the reconstruction of swales, installation of conveyance pipes, and baffle box design as well as littoral plantings restoring and revegetating habitat around a Lake area.
<b>Flood frequency</b>	Has been flooded at least 3 times in the last 5 years or is experiencing ongoing erosion	<b>Flood frequency explanation</b>	There were at least 5 named storm events that impacted the area over the last 5 years. These storms caused extensive regional flooding as documented in Appendix B; the provided news articles document at least 1 flooding event greater than 1 foot over the last 5 years. The project area also experiences some degree of ongoing erosion based on the USGS SSURGO database.
<b>Current flood severity</b>	Flooded greater than 1 foot in the current and each of the previous three calendar years, has been flooded for 7 consecutive days, or erosion is critical for the critical asset class	<b>Flood severity explanation</b>	There were at least 5 named storm events that impacted the area over the last 5 years. These storms caused extensive regional flooding as documented in Appendix B; the provided news articles document at least 1 flooding event greater than 1 foot over the last 5 years. Appendix B for more information. The area has experienced widespread loss of 1-25% of the original topsoil.
<b>Project design status</b>	Partially designed or site-specific environmental or geotechnical reports have been completed	<b>Project design status explanation</b>	A drainage study of Country Club Acres has been completed and included in the backup for this application. The project improvements are based on this study and are in the early stages of the design process.

Permit & easement status	Necessary permits and easements have been identified	Permit & easement status explanation	SFWMD Environmental Resource Permit and Lake Worth Drainage District.
Local cost share available	Yes	Local cost share available explanation	A 50% cost share is provided as evidenced by the Drainage Reserves Line Item included in Palm Beach County's Five-Year Road Program.
Habitat enhancement or NBS	Yes	Habitat enhancement or NBS explanation	Yes, water quality baffles are included at all outfall locations and will be included in catch basins at key locations on Harrison Street and Jackson Street. Baffle systems are used to screen and help prevent heavy particulates and other pollutants from entering the system. Water quality treatment structures are also included immediately upstream of the proposed pump stations to remove debris and other pollutants prior to entering the Lake Worth Drainage District Canals at each outfall location. FDOT recommends the use of baffle systems to reduce the loading of sedimentation for downstream receiving waters which enhances environmental habitat- upland and marine (page 31 listing baffle boxes as a structural best management practice to reduce pollutant loading and improving habitat): <a href="https://www.fdot.gov/docs/default-source/maintenance/RDW/BestMaintPracticesSWRunoff.pdf">https://www.fdot.gov/docs/default-source/maintenance/RDW/BestMaintPracticesSWRunoff.pdf</a> .
Critical habitat	Yes	Critical habitat explanation	The project impact area includes foraging area for several federally protected wading birds including the wood stork and Florida sandhill crane are frequently observed in the area.
Cost effective	Yes	Cost effective explanation	Construction cost estimates were generated by the consulting firm that completed the drainage study. Based on the cost estimates generated through the Study, Palm Beach County determined that the most impactful benefits would come from the proposed drainage improvements on Harrison Street and Jackson Street.
Cost share available	Yes (Cost share has been secured)	Cost share available explanation	Funding for this project is provided through the Drainage Reserves of Palm Beach County's Five-Year Road Program and the County ARPA Response Replacement Fund.
Previous state funding	None	Previous state funding explanation	
Exceeds FBC/local floodplain regs	These regulations do not apply to the project	Exceeds FBC/local floodplain regs expln	
Innovative tech	No	Innovative tech explanation	
Community financially disadvantaged	Yes	Comm financially disadvantaged expln	According to the CDC's social vulnerability index, the following census tracts intersect with the project area and are indexed at greater than 50% relative to the greater social vulnerability index: census tract 59.57. Higher percentages equate to more vulnerable populations considering socioeconomic status, household characteristics, racial and ethnic minority status, and housing type and transportation.
GI Benefit Spring	No	GI Benefit Spring Explanation	
GI Protect Water Sources	No	GI Protect Water Sources Explanation	
GI Facilities Waste Treatment	No	GI Facilities Waste Treatment Explanation	
GI Convert Septic To Sewer	No	GI Convert Septic To Sewer Explanation	
GI Green Stormwater Infrastructure	Yes	GI Green Stormwater Infrastructure Expl	The project includes a baffle system which is considered green infrastructure according to DEP's green stormwater infrastructure web site: <a href="https://gsi.floridadep.gov/gsi-basics/what-is-gsi/">https://gsi.floridadep.gov/gsi-basics/what-is-gsi/</a> .
GI Applied Other Programs	No	GI Applied Other Programs Explanation	
GI Community Population	1,518,477		

▼ Information

<p>Agency Contact</p> <p>GI Critical Assets Served</p> <p>GI Critical Assets Served Explanation</p>	<p>Amount of Funds Awarded</p> <p>Amount of Funds Requested</p> <p>Lands, Easements, Rights of Way</p>	<p>Temporary Construction Easements may be necessary for certain improvements such as driveway harmonization where driveway culverts require replacement and/or installation.</p>
<p>Permitting</p> <p>Planning Section Lead</p> <p>Project Follow Up</p> <p>Statewide Flooding and Sea Level Rise</p>	<p>Necessary permits SFWMD ERP and LWDD</p> <p>Metric Assigned</p> <p>Metric Value</p> <p>Metric Value Units</p>	<p>Linear feet of pipe replaced or added</p> <p>4,700.00</p> <p>None</p>

▼ Additional Funding

<p>Additional Function Applicant Entity</p> <p>Additional Funding Current Grant</p> <p>Additional Match Secured</p>	<p>Additional Funding Current Grant Number</p> <p>Additional Funding Request</p> <p>Additional Funding Request Justification</p>
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▼ Project Work Plan

<p>Project Summary</p>	<p>The project includes stormwater adaptation to increase drainage capacity for an existing neighborhood that is currently suffering from flooding during routine rainfall events. The project also includes grassed/sodded roadside swales and the design of baffle boxes to aid in water quality within the limits of this long-established residential neighborhood.</p>	<p>Project Description</p> <p>The project will adapt the stormwater system in Country Club Acres to the ever-increasing variability in rainfall volumes. Many parts of the community currently do not have a positive outfall leading to flood staging that impacts the 496 driveways and homes within the community today. The stormwater system on Harrison Street and Jackson Street will be designed to manage, convey, and treat water from the 3-year/24-hour storm to one of the existing stormwater outfall points along the LWDD canal system. The project includes baffle boxes to improve water quality treatment for all outfall locations and certain catch basins. Baffle systems are used to prevent heavy particulates and other pollutants from entering the system. The water quality treatment and environmental enhancement provide habitat benefits.</p> <p>Due to the complaints and recurring flooding in the community that makes it difficult for residents to get in, out, or around the development during and after even small rain events, Palm Beach County completed a drainage study of the entire community's drainage system and outfalls to determine the areas of most significant flooding, analyze the existing system and changes to it and the community as a whole since it was first platted in the 1950s. This study determined the scope and alternatives for the improvements needed to address the current and future flooding in the area. Over time, the corrugated metal pipes have collapsed and failed, causing blockages within the drainage system. At this time, Palm Beach County is moving forward with the design of Phase 1 improvements along Jackson Road and Harrison Road, as improvements to these north-south roads</p>
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with outfalls at either end will significantly alleviate flooding in much of the community.

▼ Project Need and Benefit

Project Feasibility

Project Vulnerability

Vulnerability Assessment include State

▼ Budget

Budget Narrative

Work Performed by

Indirect Percent

▼ Signature

Authorized Signers Signature Megan Houston

Certification Agreement ✓

▼ System Information

Created By	Natalie Frendberg, 8/16/2023 2:26 PM	ID	a195G00003BYr06
Last Modified By	Natalie Frendberg, 8/31/2023 8:00 PM	Preparer Type	Applicant
Owner	Natalie Frendberg	Preparer Account	Palm Beach County
EGR Application Name	RAN-00726	Preparer Contact	Natalie Frendberg
		Preparer User	Natalie Frendberg

Files

**PBC VA for RF 2023 083023 - FINAL**

Last Modified 8/31/2023 2:54 PM  
Created By Natalie Frendberg

**PBC Resolution for RF Applications**

Last Modified 8/31/2023 10:04 AM  
Created By Natalie Frendberg

**PBS PSVA Modeling**

Last Modified 8/31/2023 9:57 AM  
Created By Natalie Frendberg

**PBC CC Project Location and Non-Modeling Maps**

Last Modified 8/30/2023 10:19 PM  
Created By Natalie Frendberg

**Country Club Acres Photos**

Last Modified 8/26/2023 5:54 PM  
Created By Natalie Frendberg

**Country Club Acres Five Year Road Program**

Last Modified 8/26/2023 5:54 PM  
Created By Natalie Frendberg

**Country Club Acres Drainage Reserves**

Last Modified 8/26/2023 5:54 PM  
Created By Natalie Frendberg

**Country Club Acres (drainage) (1) MAP**

Last Modified 8/26/2023 5:54 PM  
Created By Natalie Frendberg

**2021605 CC Acres Drainage Study**

Last Modified 8/26/2023 5:54 PM  
Created By Natalie Frendberg

**5YRP Annual Update FY23\_Adopted\_ December 20, 2022 - R2022-035**

Last Modified 8/26/2023 5:54 PM  
Created By Natalie Frendberg

**EGR Application History**

8/31/2023 8:00 PM

User Natalie Frendberg  
Action Changed Status from Draft to Submitted.

8/31/2023 2:18 PM

User Natalie Frendberg

Action Changed Innovative tech to No. Changed Community financially disadvantaged to Yes.

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8/31/2023 2:17 PM

User Natalie Frendberg

Action Changed Critical habitat to Yes.

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8/31/2023 2:17 PM

User Natalie Frendberg

Action Changed Flood frequency to Has been flooded at least 3 times in the last 5 years or is experiencing ongoing erosion. Changed Current flood severity to Flooded greater than 1 foot in the current and each of the previous three calendar years, has been flooded for 7 consecutive days, or erosion is critical for the critical asset class.

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8/31/2023 2:15 PM

User Natalie Frendberg

Action Changed Percent CA Vulnerable to 80% or more.

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8/31/2023 2:15 PM

User Natalie Frendberg

Action Changed Regionally significant asset to Yes.

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8/31/2023 2:14 PM

User Natalie Frendberg

Action Changed Compound flood risk in VA to Yes.

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8/31/2023 2:14 PM

User Natalie Frendberg

Action Changed Flood risk in VA to Yes.

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8/26/2023 5:57 PM

User Natalie Frendberg

Action Changed Total Grant Funding Amount Requested from \$0.00 to \$2,500,000.00.

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8/26/2023 5:55 PM

User Natalie Frendberg

Action Changed Total Grant Funding Amount Requested to \$0.00.

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8/26/2023 5:53 PM

User Natalie Frendberg

Action Changed GI Green Stormwater Infrastructure to Yes. Changed Source of Match to Local funds. Changed SLIP Study Required? to No. Changed Project located in a Coastal Zone? to No. Changed Local Project Phase to Construction. Changed Estimated Project Duration to 36 Months. Changed Critical Infrastructure to No. Changed Exceeds FBC/local floodplain regs to These regulations do not apply to the project. Changed GI Protect Water Sources to No. Changed Previous state funding. Changed GI Facilities Waste Treatment to No. Changed GI Convert Septic To Sewer to No. Changed GI Benefit Spring to No. Changed GI Applied Other Programs to No.

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8/26/2023 5:49 PM

User Natalie Frendberg

Action Changed Cost share available to Yes (Cost share has been secured).

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8/26/2023 5:49 PM

User Natalie Frendberg

Action Changed Cost effective to Yes.

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8/26/2023 5:49 PM

User Natalie Frendberg

Action Changed Habitat enhancement or NBS to Yes.

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8/26/2023 5:48 PM

User Natalie Frendberg

Action **Changed Sponsor City/County to Palm Beach. Changed Project Geo Location (Longitude) to -80.085. Changed Project Geo Location (Latitude) to 26.623. Changed Permit & easement status to Necessary permits and easements have been identified. Changed Project design status to Partially designed or site-specific environmental or geotechnical reports have been completed. Changed Existing flood mitigation project to Yes, by incorporating BOTH new or enhanced structure AND natural system restoration and revegetation. Changed Area Served, Changed State Lands or State Parks Utilized to No. Changed Local cost share available to Yes.**

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**8/26/2023 5:46 PM**

User **Natalie Frendberg**

Action **Changed Resilient Florida Grant Program Types.**

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**8/16/2023 2:26 PM**

User **Natalie Frendberg**

Action **Created.**

**EGR Application Tasks**

**RTN-03959**

Task Number **1**

Task Description **Palm Beach County will prepare solicitation documents and procure a contractor**

Total Task Amount Requested **\$0**

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**RTN-03960**

Task Number **2**

Task Description **The construction activity will be commenced and the project constructed according to final design.**

Total Task Amount Requested **\$2,500,000**



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**Palm Beach County  
Board of County  
Commissioners**

- Gragg K. Weiss, Mayor
- Maria Sachs, Vice Mayor
- Maria G. Marino
- Michael A. Barnett
- Marci Woodward
- Sara Baxter
- Mack Bernard

**County Administrator**  
Verdenia C. Baker

**DATE:** August 28, 2023

**TO:** Verdenia Baker, County Administrator

**THROUGH:** Patrick Rutter, Assistant County Administrator *PR*

**FROM:** Megan S. Houston, Director, Office of Resilience *MSH*

**SUBJECT:** Designee Authority for the FDEP Resilient Florida Grant Program Implementation Application - Country Club Acres Subdivision Rd. Drainage

At the August 22, 2023, Board of County Commissioners meeting, the County Administrator or designee was authorized to submit a grant application for the Country Club Acres Subdivision Rd. Drainage Project to the Florida Department of Environmental Protection (FDEP) Resilient Florida Grant Program due to time constraints. The County Administrator is assigning the designee as the Director of the Office of Resilience to sign and submit the FDEP Resilient Florida Grant Program implementation grant application.

**Approved By:**

Verdenia Baker, County Administrator

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Official Electronic Letterhead