

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: October 21, 2025 [X] Consent [] Regular
[] Ordinance [] 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 receive and file: a Florida Inland Navigation District (FIND) Waterways Assistance Program (WAP) amendment to Project Agreement (Agreement) No. PB-23-226, to fund a portion of the construction costs associated with the redevelopment and renovation of the southern portion of Bert Winters Park, extending the project completion date from September 30, 2025 to September 30, 2026.

Summary: On May 2, 2023, the Board of County Commissioners (BCC) authorized submission of the WAP grant application (R2023-0607), to fund a portion of the construction costs associated with the redevelopment and renovation of the southern portion of Bert Winters Park and authorized delegated signature authority to the County Administrator, or designee. The BCC also authorized the County Administrator or designee, to execute the Project Agreement and other standard state and/or federal grant forms related to this project if the grant was approved. This grant was executed by the Director of Parks and Recreation Department (Parks) and submitted to the BCC to receive and file and establish budget on December 19, 2023 (R2023-1881). The original terms of the Agreement were for the period from October 9, 2023 through September 30, 2025. The County applied for and was awarded a one (1) year project completion extension. The new project completion end date is September 30, 2026. The Amendment was executed by the Director of Parks. There are no other changes to the terms of the Agreement as a result of this Amendment. In accordance with PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating department as a receive and file agenda item. District 1 (AH)

Background and Justification: Bert Winters Park is a 16.5 acre park located along the Intracoastal Waterway in northern Palm Beach County. The park is being redeveloped in three (3) 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 (3) new floating staging docks; and renovation of the existing boat ramps. Phase Two, which is the current phase, includes renovation of the day use dock, the installation of a new canoe/kayak boat launch, expansion and renovation of parking, renovation of existing picnic facilities, new lighting, a waterfront promenade, four (4) new family picnic shelters and associated infrastructure. 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.

Attachment: Project Agreement Amendment PB-23-226

Recommended by:  9/23/2025
Department Director Date
Approved by:  10-9-25
Deputy County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
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	X	
Does this item include use of Federal Funds?	Yes	_____	No	X	
Does this item include use of State Funds?	Yes	_____	No	X	

Budget Account No.: Fund 3600 Department 581 Unit T041
Object 6504 Program _____

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

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

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

Lisa M. Minter 9/24/2025
OFMB CB 9/23/25
WFF 9/23/25

Brenda Znach 10/1/25
Contract Development and Control
26, 10.1.25

B. Legal Sufficiency:

Anne Delgent 10-6-25
Assistant County Attorney

C. Other Department Review:

Department Director

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

PROJECT AGREEMENT AMENDMENT

In consideration of the continuing mutual promises and covenants contained in PROJECT AGREEMENT # PB-23-226. Bert Winters Park Redevelopment Phase IIB, between the FLORIDA INLAND NAVIGATION DISTRICT (F.I.N.D.), and Palm Beach County, hereafter known as the PROJECT SPONSOR. The parties hereby agree that Paragraph 2 of said certain PROJECT AGREEMENT be deleted and the following be substituted therefore:

2. **TERM** - The PROJECT SPONSOR shall not commence work on the PROJECT prior to the execution of this Agreement unless specifically authorized by the DISTRICT Board and shall complete the PROJECT on or before September 30, 2026 and submit all required payment reimbursement information by November 15, 2026. Pursuant to Chapter 374.976(2) F. S., the PROJECT period cannot extend beyond three (3) years from October 1, 2023 and therefore this PROJECT must be completed by September 30, 2026, unless the completion of the PROJECT has been delayed by a declared State of Emergency and the F.I.N.D. Board authorizes an extension of the completion date based upon this delay.

Except as modified hereby, all of the terms and provisions of the original Project Agreement shall remain in full force and effect.

In WITNESS WHEREOF, the parties have hereunto set their hands and seals this 27th of August, 2025.

F.I.N.D.


EXECUTIVE DIRECTOR

Approved As To Form
And Legal Sufficiency

By: Anne Helfant
Senior Assistant County Attorney

PROJECT SPONSOR

Jennifer Cirilli
CONTRACT ADMINISTRATOR