

SUGGESTED AGENDA

TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS
PERRY, FLORIDA

201 E. GREEN STREET
TAYLOR COUNTY ADMINISTRATIVE COMPLEX
OLD POST OFFICE

SPECIAL MEETING

MONDAY, JULY 31, 2023

5:00 P.M.

CONFERENCE LINE: 1-917-900-1022

ACCESS CODE: 32347#

**THIS IS NOT A TOLL-FREE NUMBER AND YOU MAY BE SUBJECT TO
LONG DISTANCE CHARGES, ACCORDING TO YOUR LONG-
DISTANCE PLAN.**

When the chairperson opens the meeting for public comment, please follow the below instructions:

If you wish to speak please dial *5. The moderator will unmute your line when it is your turn to speak, and notify you by announcing the last 4 digits of your telephone number. Please announce your name and address. You will be allowed to speak for 3 minutes.

NOTICE IS HEREBY GIVEN, PURSUANT TO FLORIDA STATUTES 286.0105, THAT ANY PERSONS DECIDING TO APPEAL ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE MEETING AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

ANY PERSON WISHING TO ADDRESS THE BOARD REGARDING AN AGENDAED ITEM WILL BE GIVEN THREE (3) MINUTES FOR COMMENT. A COMMENTER MAY ONLY SPEAK ONE (1) TIME FOR EACH AGENDAED ITEM.

1. Prayer
2. Pledge of Allegiance
3. Approval of Agenda
4. THE BOARD TO DISCUSS AND SET PROPOSED MILLAGE RATES FOR FY 2023-2024.

COUNTY STAFF ITEMS:

5. THE BOARD TO CONSIDER APPROVAL OF AMENDMENT NO.1 TO AGREEMENT NO. LW719 IN THE AMOUNT OF \$200,000 FOR THE RENOVATION OF HODGES PARK, AS AGENDAED BY THE GRANTS WRITER.

COUNTY ADMINISTRATOR ITEMS:

6. THE COUNTY ADMINISTRATOR TO DISCUSS INFORMATIONAL ITEMS.

Motion to Adjourn

FOR YOUR INFORMATION:

- THE AGENDA AND ASSOCIATED DOCUMENTATION, IF APPLICABLE, IS AVAILABLE TO THE PUBLIC ON THE FOLLOWING WEBSITE:

www.taylorcountygov.com

- IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ANY ACCOMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT MARSHA DURDEN, ASSISTANT COUNTY ADMINISTRATOR, 201 E. GREEN STREET, PERRY, FLORIDA, 850-838-3500, EXT. 7, WITHIN TWO (2) WORKING DAYS OF THIS PROCEEDING.
- BALLOTS USED TO APPOINT CITIZENS TO ADVISORY COMMITTEES AND ADVISORY BOARDS ARE AVAILABLE FOR PUBLIC INSPECTION AFTER THE MEETING AND ARE RETAINED AS PART OF THE PUBLIC RECORD.

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



Board to review and approve Amendment No. 1 To Agreement No. LW719 Between Florida Department of Environmental Protection and Taylor County to extend the Grant Agreement for the renovation of Hodges Park to August 30, 2024 with all close out documents to be submitted by December 30, 2024.

MEETING DATE REQUESTED:

July 31, 2023

Statement of Issue: The Board to review and approve Amendment No. 1 To Agreement No. LW719 in the amount of \$200,000 for the renovation of Hodges Park.

Recommended Action: Approve and execute Amendment No. 1.

Fiscal Impact: The County was awarded a grant in the amount of \$200,000 for the renovation of Hodges Park. The amendment will extend the contract to August 30, 2024 with a contract close out due by December 30, 2024.

Budgeted Expense: Yes

Submitted By: Melody Cox, Grants Writer

Contact: Melody Cox

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: The County has been awarded \$200,000 for the renovation of Hodges Park through the FDEP Land and Water Conservation Fund Grant Program (LWCF). The current contract expires August 30, 2023. The County has requested an extension of one (1) year to August 30, 2024. The County was also awarded a Restore Act Pot 3 grant to fund the project. The renovation includes: the demolition and reconstruction of restrooms, picnic pavilions, parking area using permeable pavers, playground with shade coverings, beach improvements, and sand volleyball area.

Attachments: Amendment No.1 To Agreement No. LW719 between Florida Department of Environmental Protection and Taylor County and Letter of Amendment



FLORIDA DEPARTMENT OF Environmental Protection

Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard
Tallahassee, FL 32399

Ron DeSantis
Governor

Jeanette Nuñez
Lt. Governor

Shawn Hamilton
Secretary

July 25, 2023

Ms. Melody Cox
Grant Writer
Taylor County
201 E. Green Street
Perry, Florida 32347

Re: Hodges Park at Keaton Beach Renovations
LWCF Project No.: 12-00719 / DEP Contract and Project No.: LW719

Dear Ms. Cox:

Attached is an original amendment to extend completion for this project. If you find this document to be in order, **please sign and date as appropriate and return within five (5) working days following completion of your internal review.** Once approved by NPS and signed by the Department, an executed, electronically signed PDF copy will be returned to you for the county's records.

If you have any questions, please contact our office at (850) 245-2501. Your immediate attention to this matter is appreciated.

A handwritten signature in cursive script that reads "Angela Bright".

Angela Bright
Community Assistance Consultant
Land and Water Conservation Fund Coordinator Land and
Recreation Grants Section
Mail Station #585

Attachment

cc: Jami Evans, Taylor County Grant Coordinator
Lawanda Pemberton, Taylor County BBC

**AMENDMENT NO. 1
TO AGREEMENT NO. LW719
BETWEEN
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
AND
TAYLOR COUNTY**

This Amendment to Agreement No. LW719 (Agreement) is made by and between the Department of Environmental Protection (Department), an agency of the State of Florida, and Taylor County, 201 E. Green Street, Perry, Florida 32347 (Grantee), on the date last signed below.

WHEREAS, the Department entered into the Agreement with the Grantee for the Hodges Park at Keaton Beach project so that following new facilities would be developed and/or installed: a picnic facility, a sand volleyball court, nature study signage, security lighting, a fishing pier boardwalk, a sidewalk and the panting of native landscaping; and the following existing facilities renovated: beach access, a playground with shade covering, restroom facilities and parking; all effective June 04, 2021; and

WHEREAS, the parties wish to amend the Agreement as set forth herein to extend the grant's project completion date and project expiration date by a period of one (1) year. The grant's project completion date will be extended through August 30, 2024, and the expiration date through December 30, 2024.

NOW THEREFORE, the parties agree as follows:

- 1) Attachment 3, Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-A, Revised Grant Work Plan, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 3 shall hereinafter refer to Attachment 3-A, Revised Grant Work Plan.
- 2) All other terms and conditions of the Agreement remain in effect. If and to the extent that any inconsistency may appear between the Agreement and this Amendment, the provisions of this Amendment shall control.

The parties agree to the terms and conditions of this Amendment and have duly authorized their respective representatives to sign it on the dates indicated below.

Taylor County

By:

Title: Chairman

Date: _____

**Florida Department of
Environmental Protection**

By:

Secretary or Designee

Date: _____

LIST OF ATTACHMENTS/EXHIBITS INCLUDED AS PART OF THIS AMENDMENT:

<u>Specify Type</u>	<u>Letter/Number</u>	<u>Description</u>
Attachment	3-A	Revised Grant Work Plan (2 pages)

**ATTACHMENT 3-A
REVISED GRANT WORK PLAN
LAND AND WATER CONSERVATION FUND PROGRAM (LWCF)**

Project Name: Hodges Park at Keaton Beach Renovation
Grantee Name: Taylor County Board of County Commissioners
DEP Contract & Project No.: LW719; FEDERAL Contract & Project No.: LW12-00719

SUMMARY: The Grantee shall complete the Project Element(s), which were approved by the Department through the LWCF Application F 62D-5, Florida Administrative Code (F.A.C.). Any alteration(s) to the Project Element(s) as submitted in the Grantee's application and listed as a significant change, and must be pre-approved by the Department and NPS, and may require a formal Amendment to this Agreement. All work with the LWCF Program, and local, state and federal laws, the approved Project plans, all required permits, and the Florida Building Code. Prior to Commence" to the Grantee, as specified in Attachment 6 of the Agreement, Program Specific Requirements, the Department must receive Deliverables in Task 1.



For the purpose of this Agreement, the terms "Project Element" and "Project Task" are used interchangeably to mean an identified facility within the Project. The Project is located at 21275 Keaton Beach Drive, Perry, FL 32348-0119 and is considered a "Development Project" pursuant to subsection 62D-5.070(6)(b)1., F.A.C.

Project Completion: [REDACTED]

Budget: Reimbursement for allowable costs for the Project shall not exceed the maximum Grant Award Amount outlined below. Required match provided by cash, in-kind services, or donated real property, as set forth in subparagraph 62D-5.070(6)(b)1., F.A.C. Required match for acquisition of real property donated, as set forth in subparagraph 62D-5.070(6)(b)2., F.A.C. The total estimated Project cost provided below is based on a detailed cost analysis which will be provided in the Deliverables for Task 1, prior to the Department issuing the "Notice to Commence." All final deliverables must be submitted to the Department with the payment request.

Maximum Grant Award Amount:	\$200,000.00
Required Grantee Match Amount:	\$200,000.00
Total Estimated Project Cost:	\$400,000.00
Match Ratio:	50%

Scope of Work/Tasks	Deliverables	Due Date	
TASK 1	DELIVERABLE 1		
1.A. Development of Commencement Documentation Checklist (DRP-122) ¹ . 1.B. A Cost Analysis Form, with detailed budget (and In-House Cost Schedule(s), if applicable).	The Department will issue "Notice to Commence" upon receipt and approval of: 1.A. All applicable Project specific Commencement documentation listed on Commencement Documentation Checklist (DRP-122) 1.B. A Cost Analysis Form, with detailed budget (and In-House Cost Schedule(s), if applicable). Project planning expenses, such as application preparation, architectural and engineering fees, permitting fees, Project	180 calendar days after Execution of Agreement ²	TI Pr De ar

	<p>inspection, and other similar fees are eligible for reimbursement. However, reimbursement, if requested, shall not exceed fifteen (15%) of total Project cost, and shall be invoiced upon Project completion, in accordance with the Payment Request Schedule.</p>		
<p>TASK 2</p> <p>2.A. Development of Primary and Support Project Elements, which includes: Renovation of playground with shade covering, beach access, restroom facilities and parking; add a picnic facility, sand volleyball court, nature study signage, security lighting, fishing pier boardwalk, sidewalk, and native landscaping.</p> <p>2.B. Development of Completion of Documentation Checklist (DRP-125).</p> <p>2.C. Completion of Final Status Report (DRP-109).</p>	<p>DELIVERABLE 2</p> <p>The Grantee may request reimbursement upon Department receipt and approval of:</p> <p>2.A. Development of required Project Elements.</p> <p>2.B. All applicable Project specific Completion documentation listed on Completion Documentation Checklist (DRP-125)</p> <p>2.C. Final Status Report (DRP-109).</p> <p>The Grantee may request reimbursement for allowable budgeted expenses and costs pursuant to the Agreement that are directly related to the successful development of the Project site. Reimbursement shall not exceed the Grant Award Amount, less any reimbursement requested for in Deliverable 1, and shall be invoiced upon Project completion, in accordance with the Payment Request Schedule below. Ten percent (10%) of the Grant Award will be retained until the Project is designated complete by the Department.</p>	 	<p>N. D. th m w te pe</p>

Project Task Performance Standard: The Department’s Grant Manager will review the Project Completion Certificate and the Deliverables requirements for funding under LWCF; approved plans and application approved for funding. Upon review and written acceptance by the Department, the Project Completion Certificate and the Deliverables under each Project Task, the Grantee may proceed with the payment request submittal.

Payment Request Schedule: Following Department approval of all Deliverables, the Grantee may submit a **single payment request** on Summary Form, DRP-115, along with all required documentation as outlined in the Financial Reporting Procedures (DRP-110), as applicable. The payment request submitted as part of the reimbursement process must correspond with the Cost Analysis and supporting documents provided.

Endnotes:

1. LWCF documentation is available at <https://floridadep.gov/lands/land-and-recreation-grants/content/land-and-water-conservation-fund-p> and Recreational Grants Section, State of Florida Department of Environmental Protection, 3900 Commonwealth Boulevard, MS# 585, 3000.
2. Project Agreement is subject to termination if Commencement documentations under Task 1 are not received and approved by the Department within 60 days of the Project Agreement execution.
3. Due Date will not be extended beyond the Grant Period as outlined in Rule 62D-5.073, F.A.C.