

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: January 7, 2025

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:

- A) **ratify** the signature of the Mayor on the South Florida Water Management District (SFWMD) Indian River Lagoon License Plate Grant application for exotic vegetation removal at Riverbend Park for \$20,000 to cover 50.1% of the project cost, with a County match of \$19,900 or 49.9% from the Parks and Recreation Department's (Parks) operating budget, for the period February 1, 2025 through September 30, 2025;
- B) **authorize** the County Administrator or designee to execute the Grant Agreement (Agreement), as well as task assignments, certifications, standard forms, or amendments to the Agreement that do not substantially change the scope of work or terms and conditions of the Agreement, if the grant is approved; and
- C) **authorize** the Director of the Parks to serve as Liaison Agent with SFWMD for this project.

**Summary:** This grant application requests \$20,000 from SFWMD to cover 50.1% of the cost of Riverbend Park's exotic vegetation management project. Consistent exotic vegetation management maintains the well-being of the native habitats. Total project costs are estimated at \$39,900, and the County will match the funding request with \$19,900 or 49.9% in operating funds. If awarded, the grant contract will run from February 1, 2025 through September 30, 2025. District 1 (AH)

**Background and Justification:** Riverbend Park is located south of Indiantown Road in northern Palm Beach County and serves as the recreational gateway to the Northwest Fork of the Loxahatchee National Wild and Scenic River. The 665-acre natural area park is vital to the health of the Loxahatchee River. The park attracts over 150,000 visitors annually and contains a variety of subtropical hammocks, lakes, sloughs and prairies, and provides passive recreation at the historic headwaters of the Loxahatchee River. Riverbend Park features 13 miles of shell rock hiking/biking trails, 8 miles of equestrian trails, and 5.3 miles of kayak and canoe trails.

Attachment: Grant Application

Recommended by:   
Department Director

12/14/2024  
Date

Approved by:   
Assistant County Administrator

12/13/24  
Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

<b>Is Item Included in Current Budget:</b>	Yes	_____	No	<u>X</u>
<b>Does this item include use of Federal Funds?</b>	Yes	_____	No	<u>X</u>
<b>Does this item include use of State Funds?</b>	Yes	<u>X</u>	No	_____

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 brought before the Board for approval and the respective funding sources would be as follows:


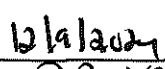
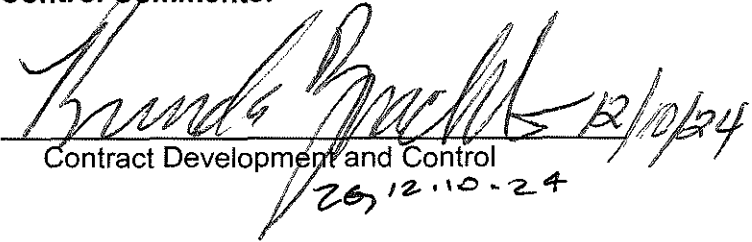
SFWMD grant	0001-582-5417	* \$20,000
Riverbend Park operating budget	0001-580-5417	<u>\$19,900</u>
Total Grant Project Cost		* \$39,900

\* This amount may be revised based on the actual grant award.

C. Departmental Fiscal Review: 

**III. REVIEW COMMENTS**

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

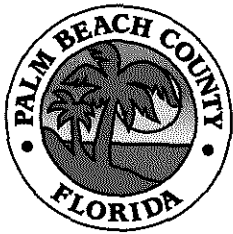
<u></u> OFMB <u>B</u> 12/19	<u></u> 12/19/2024 <u>QA</u> 12/15 <u>MAP</u> 12/15	<u></u> Contract Development and Control 12/10/24 2024.12.10.24
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**B. Legal Sufficiency:**

 2-11-24  
Assistant County Attorney

**C. Other Department Review:**

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



**Parks and Recreation  
Department**

2700 6th Avenue South  
Lake Worth, FL 33461  
(561) 966-6600  
Fax: (561) 963-6734  
www.pbcparcs.com



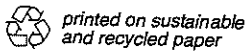
**Palm Beach County  
Board of County  
Commissioners**

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

**County Administrator**

Verdenia C. Baker

"An Equal Opportunity  
Affirmative Action Employer"



**TO:** Maria Sachs, Mayor  
Board of County Commissioners

**THRU:** Verdenia C. Baker, County Administrator  
Board of County Commissioners

**THRU:** Tammy K. Fields, Assistant County Administrator  
Board of County Commissioners

**FROM:** Jennifer Cirillo, Director  
Parks and Recreation Department

**DATE:** September 17, 2024

**RE:** Authorization to Submit the South Florida Water Management  
District Indian River Lagoon License Plate Grant Transmittal  
Letter and Application for Riverbend Park

Pursuant to Section 309 of the Administrative Code, your signature is needed on both the required transmittal letter and the 2024 South Florida Water Management District 2024 Indian River Lagoon License Plate grant application. If awarded, this grant will help fund exotic vegetation removal at Riverbend Park. The proposed 200 acres project will benefit the Loxahatchee River primarily by enhancing the overall viability of the ecosystem.

The Parks and Recreation Department is requesting \$20,000, which will be matched with \$19,900 from the Department's operating budget. The one-year grant contract would run from November 2024 until November 2025.

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' (BCC) agenda process before the application due date of September 30, 2024. Staff will submit the application for the Board's review at the next available BCC meeting.

If you have any questions regarding this grant application, please contact Michelle Jones, Contracts/Grants Coordinator with the Parks and Recreation Department at 561-966-6621.

**Approved:**

Jennifer Cirillo  
Department Director

Anne Helfant  
Senior Assistant County Attorney

OFMB

Assistant County Administrator

**Attachments**

1. Transmittal Letter
2. Grant Application

Indian River Lagoon License Plate  
Fiscal Year 2024



**Riverbend Park Exotic Vegetation Management Project**





**Parks and Recreation  
Department**

2700 6th Avenue South  
Lake Worth, FL 33461  
(561) 966-6600  
Fax: (561) 963-6734  
www.pbcparcs.com



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Mack Bernard

**County Administrator**

Verdenia C. Baker

September 17, 2024

Ms. Dora Dixon  
Contract/Compliance Specialist  
South Florida Water Management District  
B-1 Building 2<sup>nd</sup> Floor West  
3301 Gun Club Road  
West Palm Beach, FL 33406

**Re: 2024 Indian River Lagoon License Plate Grant – Riverbend Park exotic  
vegetation management.**

Dear Ms. Dixon:

Palm Beach County respectfully requests your consideration of the attached grant application for funding from the South Florida Water Management District's Indian River Lagoon License Plate Funding Program. The County is requesting grant funding in the amount of \$20,000 for the Riverbend Park exotic plant management program. The county will provide \$19,900 in matching funds.

Riverbend Park is located on the Northwest Fork of the Loxahatchee River in northern Palm Beach County. Riverbend Park is a 665-acre natural area park that is vital to the health of Loxahatchee River. Consistent exotic vegetation management maintains the well-being of the native habitats.

Maria Sachs, Mayor, Palm Beach County Board of County Commissioners has authority to sign the grant application on behalf of Palm Beach County.

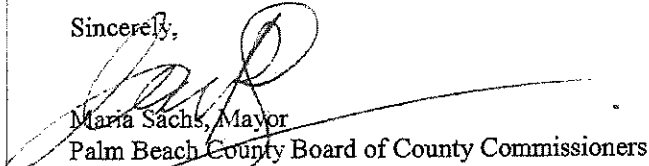
Maria Sachs, Mayor  
Palm Beach County Board of County Commissioners  
301 North Olive Avenue, Suite 301  
West Palm Beach, FL 33401  
MSachs@pbc.gov  
(561)335-2205

The exotic plant management project will be completed using County's annual contractor James F. Schnelle, Environmental Management and Engineering, and will be managed by the Palm Beach County Parks and Recreation Department. The project will be finalized by September 30, 2025.

This application was prepared without collusion with any other person or entity submitting an application to the IRL Indian River Lagoon License Plate Funding Program.

Please contact Pat Rash, Park Coordinator with the Palm Beach County Parks and Recreation Department at prash@pbc.gov or by phone at (561)746-6489 should you have any questions or need additional information.

Sincerely,

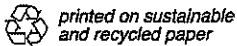


Maria Sachs, Mayor  
Palm Beach County Board of County Commissioners

MS/MJ

Attachments:

"An Equal Opportunity  
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**EXHIBIT "A"**  
**STATEMENT OF WORK**

**1.0 INTRODUCTION**

Riverbend Park is a heavily utilized 665-acre passive regional park located in northern Palm Beach County. The park known for its hiking, equestrian and canoe/kayak facilities, is located along the Loxahatchee River and is the southern-most "wild and scenic" river in the continental United States. The headwaters to the Northwest Fork of the Loxahatchee River is the only surviving example of a subtropical cypress forest river system remaining in Florida.

The park features a series of interconnected waterbodies including wetlands and filtering marshes, providing for over five miles of interior canoe and kayak trails. The upland habitats that drain into these waterbodies are in a maintenance program for invasive exotic vegetation. Pest plants that populate these habitats include many different species. If left unchecked these pest plants will spread into the watershed and alter the native habitats that help support the river system.

**2.0 BENEFITS TO THE IRL**

The elimination of invasive exotics help support native habitats that are all part of the Loxahatchee River ecosystem. Healthier ecosystem results in better water quality.

**3.0 LOCATION OF PROJECT**

The project is located in Riverbend Park, 9060 Indiantown Road, Jupiter, FL 33478. The park is located on the south side of Indiantown Road along the north fork of the Loxahatchee River. The project is located on the Loxahatchee watershed. Please see attached map.

**4.0 SCOPE OF WORK**

The project includes herbicidal treatment of approximately 200 acres of upland habitat. The contractor will address zones 3, 5, 9, 12, and 14, focusing on target species such as Lygodium, Brazilian pepper, Australian pine, Caesar weed, Acacia, and Java plum. (See map and budget estimate)

**5.0 WORK BREAKDOWN STRUCTURE**

All work will be performed by an annual contractor, who will be responsible for providing all labor, equipment and supplies. Every effort will be made by the contractor to avoid overspray damage to native vegetation. This work will be strictly monitored by Palm Beach County Parks and Recreation Department employees.

<b>Item</b>	<b>Price</b>
Herbicide treatment of +/- 160 acres for invasive exotics	\$39,900.00
<b>Total</b>	<b>\$39,900.00</b>

## 6.0 COST BREAKDOWN AND TASK / DELIVERABLE SCHEDULE

Project element	Start date	Completion date
Treatment of invasive exotics	February 1, 2025	August 30, 2025
Grant closeout documentation	September 1, 2025	September 30, 2025

### FUNDING PROPOSAL

The Parks and Recreation Department is requesting **\$20,000** in grant funding from the Indian River Lagoon License Plate Fund. This represents 50.1% of the total project cost of \$39,900. The County will provide \$19,900, or 49.9% in matching funds.

The County received a cost estimate from Environmental Management & Engineering on September 17, 2024 for \$39,900.



**EXHIBIT "B"**

**TASK & DELIVERABLE SCHEDULE**

Recipient may invoice the District requesting a reimbursement of 75% of the total costs to complete each deliverable within the not-to-exceed maximum amount shown below. Payment is contingent upon the Recipient providing documentation with each invoice showing actual expenditures, including its minimum 25% cost share, as well as providing the deliverables as described in the Payment and Deliverable Schedule. The District shall only be obligated to reimburse for documented actual expenditures within the not-to-exceed amounts specified below.

All deliverables submitted hereunder are subject to review and acceptance by the District. Acceptability of all work will be based on the judgment of the District that the work is technically complete and accurate.

The Recipient shall be responsible for submitting Quarterly Reports starting after the first quarter following Agreement execution to the SFWMD Project Manager. The Recipient shall deliver to SFMWD a complete set of deliverables for this task including a summary sheet of all invoices paid for each period. The Recipient shall be responsible for all aspects of managing and completing the project as described in Exhibit "A".

<b>TASK</b>	<b>DELIVERABLES (quarterly and final reports)</b>	<b>SCHEDULE (time from contract execution)</b>	<b>NOT TO EXCEED AMOUNT</b>
Treat exotics	Photos, map, completion documentation	270 – 330 days	\$39,900

**INDIAN RIVER LAGOON LICENSE PLATE FUNDING  
PROGRAM PROJECT CRITERIA CHECKLIST**

This form must be **completely** filled out with appropriate statements in the space provided (no references to text), including all requested documents. Failure to properly complete this checklist will cause the District to deem the application ineligible. Please do not exceed the space provided for answers to each question.

Project Information

**1. Provide a brief description of the project:**

Herbicidal treatment of invasive exotic plant species in Riverbend Park. Work performed by annual contractor in 5 zones +/- 200 acres.

**2. Indicate the type of project (check all that apply):**

- Habitat Restoration (approximate # of acres 200) or
- Water Quality Improvement
- Education
- Project is within the IRL boundaries (north St. Lucie county line to the Jupiter Inlet) or
- within an associated tributary in IRL watershed (St. Lucie River, Moore's Creek, etc.) or
- within the Loxahatchee River
- St. Lucie,  Martin,  Palm Beach County (choose one)

**3. Applicant information:**

- Government
- Not-For-Profit

**4. Regulatory Approvals Needed: Yes \_\_\_\_\_ No X**

Agency \_\_\_\_\_

Type and Status of Approvals \_\_\_\_\_

**5. Provide the following:**

Requested Funding \$20,000.00

Total Project Cost \$39,900.00

Other Funding Sources Palm Beach County Parks and Recreation Department



**James F. Schnelle, Jr., P.E.**  
**Environmental Management & Engineering**  
8259 North Military Trail, Suite #8  
Palm Beach Gardens, Florida 33410-6352  
(561) 622-5549

**BUDGET ESTIMATE**

Draft-- Sent via e-mail

Client: PBC Parks & Recreation  
Attn: Ms. Stephanie Tannone  
Date: September 17, 2024  
Project: Riverbend Park Exotic Species Herbicide Treatment

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**I. Task Description**

- Herbicide treat exotic species in situ within 200 acres +/- area as contained in management units; 3,5,9,12,14 and Islands in Cow Pen.
- Cut Brazilian pepper & acacia with machete and herbicide treat cut stump with Garlon 4 and red dye;
- Cut climbing fern with machete and herbicide treat with glyphosate and blue dye;
- Herbicide treat caesar weed & Cogongrass with glyphosate & 2-4 D with blue dye

**II. Budget Estimate**

<u>Item</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
Supervisor	480.0	Hours	\$ 40.00	\$ 19,200.00
Laborers	480.0	Hours	24.00	11,520.00
ATV	240.0	Hours	25.00	6,000.00
Chemicals	1	Each	\$ 3,180.00	\$ 3,180.00

**TOTAL BUDGET ESTIMATE.....\$ 39,900.00**

Respectfully submitted,