

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R1812**

ATTACHMENT 3

Project Title: Carrabelle Targeted Resilience Assistance (TRA)

Grantee Contact Information

Organization Name: City of Carrabelle
Chief Elected Official or Agency Head: Brenda La Paz
Title: Mayor
Address: 1001 Gray Avenue
City: Carrabelle
Zip Code: 32322
Area Code and Telephone Number: 850-697-2727
E-Mail Address: blapaz@live.com

Project Manager Contact Information

Organization Name: City of Carrabelle
Name: Courtney Dempsey
Address: 1001 Gray Avenue
City: Carrabelle
Zip Code: 32322
Area Code and Telephone Number: 850-697-2727
E-Mail Address: citycbel@gtcom.net

Fiscal Agent Contact Information

Organization Name: City of Carrabelle
Name: Miranda Litton
Address: 1001 Gray Avenue
City: Carrabelle
Zip Code: 32322
Area Code and Telephone Number: 850-697-2727
E-Mail Address: mirandalitton@fairpoint.net

Mailing Address for Warrant (if other than the Grantee address):

FEID No.: 59-6000287

DUNS No.: 024733529

PROJECT LOCATION: City of Carrabelle

WORK PLAN

1. **Project Abstract:** The City of Carrabelle is progressing through the adaptation planning process. A 2018 Vulnerability Assessment¹ of City land that may be affected by future sea level rise details over 190 residential, commercial, industrial, and agricultural parcels. This project will respond to vulnerabilities by working with City government and amenable property owners from a selection of property types to

¹ Specifically, Mean Higher High Water, new inundation areas, as a result of 1, 2, and 3 ft. of sea level rise. Data from NOAA Sea Level Rise Viewer: <https://coast.noaa.gov/digitalcoast/tools/slr.html>

facilitate development of site and operations-specific resilience strategies. Resilience strategies will include adaptation measures (Protection, Accommodation, Retreat) that are implemented by the stakeholder. The outcome will be increased public information and responsiveness to sea level rise and coastal flooding within Carrabelle in fulfillment of Priority Area 4.

2. **Project Description:** City of Carrabelle, home to 2,776 residents (2016 ACS), hugs the St. George Sound and Carrabelle River. As such, it is both highly scenic and susceptible to coastal flooding. City of Carrabelle's Coastal Management Element, Objective 7.G.2 1.2 seeks to mitigate the impact of natural hazards by limiting residential density within the Coastal High Hazard Area, and commercial redevelopment within FEMA V-zones. A 2018 Vulnerability Analysis conducted for the City revealed numerous properties of various types to be at risk of an emerging flood hazard – sea level rise. Thus, a natural progression of the adaptation planning process will be to engage city government entities and property owners to help disseminate this information and encourage adaptation actions on a short and long-term scale.

This project will fulfill Florida Resilient Coastlines Program (FRCP) Priority Area 4 by engaging individuals and entities to respond to site-level future effects of sea level rise. The City, assisted by a contractor, will disseminate results of the Sea Level Rise Vulnerability analysis produced with FY17-18 FRCP assistance. Materials depicting sea level rise will be mailed to properties within the scope of the hazard. Property owners and businesses will be engaged through public information seminars that delve into the hazard and address adaptation options. The grantee will develop Targeted Resilience Strategy templates for participants and collect and organize these plans as part of this effort. The outcome will be more governmental entities, residents, and businesses that are familiar with and prepared to adapt to sea level rise and coastal flooding hazards. Impacts will include a more resilient economy and less long-term property damage.

3. **Budget Summary:**

	Grant
AGREEMENT TOTAL	\$23,000

TOTAL GRANT FUNDS

Categories	Task 1	Task 2	TOTAL BY CATEGORY
Salaries	\$282	\$282	\$564
Fringe	\$70.50	\$70.50	\$141
Contractual	\$11,295	\$11,000	\$22,295
SUB-TOTAL BY TASK	\$11,647.50	\$11,352.50	\$23,000

4. **Salaries Detail.** All staff for whom grant funding is being used to pay salary must track the hours spent on each individual task and provide a written statement with the request for payment of the number of hours spent on that task.

Task Number	Position Title	Total Hours	Maximum salary per hour (shall be based on actual salary)	Fringe (either % or fringe per hour)	Total Amount
1,2	City Administrator	6,6	\$27	25%	\$405
1,2	Floodplain Administrator	6,6	\$20	25%	\$300

5. **PROJECT TIMELINE:** The tasks must be completed by the corresponding task end date and all deliverables must be received by the designated due date.

Task/ Deliverable No.	Task or Deliverable Title	Task Start Date	Task End Date	Deliverable Due Date	Amount
1	TRA Mail-Out Materials and Seminar Planning & Implementation	3/1/2019	4/30/2019		\$11,647.50
1a	TRA Information Seminar Memoranda	3/1/2019	4/30/2019	4/30/2019	
2	Targeted Resilience Strategy Organization, Composition, and Compilation	4/15/2019	6/15/2019		\$11,352.50
2a	Targeted Resilience Strategies	4/15/2019	6/15/2019	6/15/2019	

Tasks & Deliverables

Task 1

Title: Targeted Resilience Assistance – Mail-outs and Seminars

Description: Grantee will use 2018 Sea Level Rise Vulnerability Assessment to identify affected parcels and create mail-out materials. Mail-out materials will depict new mean higher high water levels occurring as a result of 1, 2, and 3 feet of sea level rise, thus establishing “zones” into which recipients’ properties are categorized (i.e. “this property may witness daily flooding with 1 foot of sea level rise” and accompanying map). Mail-outs will also include narrative about sea level rise, supporting graphics, and advertisement for the public information seminar. Grantee will plan and execute public information seminar for property owners and stakeholders. Public information seminar will depict Carrabelle sea level rise zones (year of inundation at mean sea level) and spur attendees to contemplate adaptation strategies for their particular asset. Attendees will offer feedback on zone-specific Targeted Resilience Strategies, which will be finalized via the second deliverable. A second seminar will be implemented specifically for city emergency response staff (e.g. Fire, Police, EMS) to discuss sea level zones, accessibility issues, and disaster events.

Deliverable: Grantee will submit copies of mail-outs and synopsis memoranda from the two information seminars, and include copies of sign-in sheets, and agenda for each seminar.

Due Date: April 30, 2019

Funding Amount: \$11,647.50

Performance Measure: The Department will review the deliverable(s) to ensure it meets the specifications provided in the Task Description, above.

Task 2

Title: Targeted Resilience Strategies

Description: From feedback gathered at the Public information seminars, grantee will create zone-based Protection-Accommodation-Retreat measures for property owners and government entities. These strategies will be responsive to constraints such as capacity and sea level rise time horizons.

Deliverable: Carrabelle Targeted Resilience Strategies Compendium, which will include the report findings and constraints.

Due Date: June 15, 2019

Funding Amount: \$11,352.50

Performance Measure: The Department will review the deliverable(s) to ensure it meets the specifications provided in the Task Description, above.