

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R2139**

ATTACHMENT 3

I. TITLE PAGE

1. PROJECT TITLE: County-wide Approach to Resilience Planning

2. GRANTEE Contact Information:

Organization Name: Flagler County Board of County Commissioners

Name of Authorized Signer: Jerry Cameron

Title: County Administrator

Address: 1769 E. Moody Blvd., Bldg. 2

City: Bunnell

Zip Code: 32110

Area Code and Telephone Number: 386-313-4094

E-mail Address: jcameron@flaglercounty.org

3. GRANT MANAGER Contact Information:

Organization Name: Flagler County Board of County Commissioners

Name: Adam Mengel

Title: Growth Management Director

Address: 1769 E. Moody Blvd., Bldg. 2

City: Bunnell

Zip Code: 32110

Area Code and Telephone Number: 386-313-4065

E-mail Address: amengel@flaglercounty.org

4. FISCAL AGENT Contact Information:

Organization Name: Flagler County Board of County Commissioners

Name: E. John Brower, MBA, CGFO, CPM

Title: Financial Services Director

Address: 1769 E. Moody Blvd., Bldg. 2

City: Bunnell

Zip Code: 32110

Area Code and Telephone Number: 386-313-4036

E-mail Address: jbrower@flaglercounty.org

5. FEID No. (a.k.a. Tax ID#): 59-6000605

Seq No. 056

6. WORK PERFORMED BY: (Select only one)

☐ Grantee ONLY
☒ Subcontractor ONLY
☐ BOTH the Grantee & Sub-Contractor
☐ To Be Determined

7. SUBCONTRACTORS CONTACT INFORMATION: *(If applicable & known)*

Organization Name: Northeast Florida Regional Council (NEFRC)

Name: Margo Moehring

Title: Director of Policy & Planning

Address: 100 Festival Park Ave.

City: Jacksonville

Zip Code: 32202

Area Code and Telephone Number: 904-279-0880

E-mail Address: mmoehring@nefrc.org

8. PROJECT LOCATION:

A. List of County(ies): Flagler County

B. List of City(ies)/Town(s)/Village(s): Beverly Beach, Bunnell, Flagler Beach, Palm Coast, Marineland

C. State Lands Lease Agreement Number(s): N/A

Provide lease agreement number(s) for any work that will be performed on State Lands. If work will not be on any state lands, please indicate N/A.

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II. WORK PLAN

- 9. PROJECT SUMMARY:** Flagler County and the municipalities of Beverly Beach, Bunnell, Flagler Beach, Palm Coast and Marineland will: (1) pursue County-wide compliance with the "Peril of Flood" statute (Sec. 163.3178(2)(f)F.S.); (2) examine flood risk in non-coastal municipalities not required to amend their Comprehensive Plans to address "Peril of Flood"; and (3) consider designation of a County- wide Adaptation Action Area. Public engagement and governmental coordination will inform this process to ensure that valuable results are achieved.
- 10. PROJECT DESCRIPTION:** The objective of this project is to establish a unified approach for resilience planning throughout Flagler County so that future resilience planning efforts are more efficient, streamlined and synergized. Project team members will:
- provide municipalities with model Comprehensive Plan amendments and background data and analysis for consideration;
 - provide maps and analysis needed to support the adoption of the Coastal High Hazard Area (CHHA) as an Adaptation Action Area (AAA);
 - work with local planners, Floodplain/Community Rating System Staff and County Emergency Management Staff on the linkages between emergency preparedness, adaptation and the community rating system;
 - establish a draft approach to strengthening CRS, maximizing linkages and enhancing messaging to the public within the Adaptation Action Area (AAA);
 - facilitate 5 public meetings that will provide education on the approach to "Peril of Flood" and gather public input to inform the final product in communities that have not yet updated their Comprehensive Plans;
 - and provide a report that outlines the approach, identifies next steps and lists the approaches to adaptation that were identified in each area of flood risk.

In order to meet the objectives of this project, the County and municipalities will leverage the following unique and timely assets:

- A Post Disaster Economic Recovery Coordinator retained by the Northeast Florida Regional Council (NEFRC), funded by the Federal Economic Development Administration, who will design, by the end of 2019, the format for five community conversations on flood risk to be held in each municipality.
- The Regional Resilience Exposure Tool (R2ET) provided by the Northeast Florida Regional Council to residents in Northeast Florida, and the results of a survey of community views on resilience and approaches that are most likely to work in their areas, completed in August 2019, sortable by zip code;
- Completion of HAZUS modelling of the coastal 100-year flood with added sea level rise by University of Florida GeoPlan, included in the Resilient Flagler County study of transportation assets and critical infrastructure completed by NEFRC in 2018;
- Comprehensive Plan changes already adopted by the City of Flagler Beach, in partial response to the "Peril of Flood" statute, to make their Coastal High Hazard Area an Adaptation Action Area, with a focus not just on risk and adaptation in that area but with a special focus on aligning the messaging to the public on the linkage between emergency preparedness and adaptation;
- Comprehensive Plan changes to be adopted by the County soon. They are due by December 1, 2019 to address the "Peril of Flood" statute, with special attention paid to alignment with the Flagler Beach approach and long term County-wide safety and economic resilience;

- Recent collaboration on dune reconstruction and a special stormwater overlay district at Marineland Acres, which has allowed for communication and shared understanding of flood risk and approaches that will work in Flagler County; and
- The recent public attention paid to Hurricanes Matthew, Irma, and Dorian, and associated interest from the public related to flood risk.

11. PROJECT NEED AND BENEFIT:

- A. Explain the demonstrated need, which the project addresses:** The Town of Beverly Beach and the Town of Marineland must meet the requirement of the 2015 "Peril of Flood" legislation. The County prefers to broaden this important community conversation to include all jurisdictions, and to implement one of the core ideas that emerged from public input when Flagler Beach updated its plan; that of creating an Adaptation Action Area contiguous with the Coastal High Hazard Area where the community can focus on understanding the linkage between public safety/emergency preparedness and adaptation. The results of the work may assist with lessons learned and best practices. The materials and approaches may be transferrable to the rest of the County and the State.
- B. Explain how the proposed project meets the purpose of one or more of the Goals and Priorities for FRCP.** The work with Beverly Beach and Marineland on "Peril of Flood" addresses Priority Area 1. The work with the City of Flagler Beach on implementation of their Adaptation Action Area addresses Priority Area 2. The project is a regional approach that aligns the efforts of an entire county, and as such, addresses Priority Area 4. The consideration of social vulnerability and historic resources when reviewing risk and adaptation options addresses Priority Area 5.
- C. Discuss how the project is feasible and can be completed by the grant period deadline:** The project is feasible because of the unique and timely assets noted in the project description. Qualified staff dedicated to this policy issue area allows for the leverage of a Federal program aligned with the Florida Resilient Coastlines Program. The recent completion of Resilient Flagler County study provided a vulnerability assessment for the coastal areas of Flagler County, so that this project can benefit from that analysis and add to it. The tasks and dates included in the project are all feasible.
- D. Explain how this project is addressing social vulnerability or vulnerability of historic resources or stormwater management systems:** In addressing social vulnerability, as well as the vulnerability of historic resources, flood layers featured in the NEFRC's Regional Resilience Exposure Tool will be overlaid with other data layers such as low-income populations, minority populations and historical resource locations to graphically analyze the vulnerabilities of different community characteristics and assets. This visual information will be utilized in public engagement workshops to guide community conversations on risk and approaches to adaptation.

12. DESCRIPTION OF PROJECT OUTCOMES:

- Unified approach for resilience planning is established for Flagler County and the municipalities of Beverly Beach, Bunnell, Flagler Beach, Palm Coast and Marineland.
- Comprehensive Plan Goals, Policies and Objectives related to "Peril of Flood" and Adaptation Action Areas are synergized and coordinated between local governments.
- Coastal High Hazard Area is adopted by municipalities as Adaptation Action Area.
- Public awareness about resilience and adaptation planning is heightened.
- Final report is provided to all involved jurisdictions to inform future decisions.

13. BUDGET SUMMARY: Allowable budget categories and form of payment with the costs for this project are listed in the table below.

BUDGET SUMMARY BREAKDOWN

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Budget Categories	Payment	Task 1	Task 2	Task 3	Task 4	Grant Amount Awarded
Salaries & Fringe	Fixed Price	\$0	\$0	\$0	\$0	\$0
Contractual Services*	Fixed Price	\$10,000	\$10,000	\$15,000	\$15,000	\$50,000
GRANT AGREEMENT TOTAL		\$10,000	\$10,000	\$15,000	\$15,000	\$50,000

A. Describe how the project costs was determined: Flagler County coordinated with the Northeast Florida Regional Council (NEFRC) to estimate the value of services included in the project and the time required to complete those services.

B. Contractual Services Selection*: Upon a selected Sub-Contractor(s) (if applicable), the Grantee will Provide a signed certification statement giving a description of the procurement process that was utilized for the selection of the sub-contractors. The description must include:

- a. What procurement process was utilized
- b. Justification as to how & why you made your final selection.
- c. For competitively obtained Sub-Contractor also include:
 - i. A list of all entities that you received bids/quotes from,
 - ii. Names and addresses of those entities that provided bids/quotes,
 - iii. Actual amounts of the bids/quotes that were submitted.

14. PROJECT TIMELINE: All tasks are to be completed and submitted no later than the task/deliverable due date listed in the table below. Requests for any change must be submitted prior to the current task/deliverable due date listed in the project timeline. Requests are to be sent via separate email to the Department's Grant Manager, with the details of the request being made and the reason for the request.

PROJECT TIMELINE

Task No.	Task Title	Deliverable Due Date	Funding Amount
1	Adaptation Action Area Implementation	10/30/2020	\$10,000
2	Comprehensive Plan Updates	01/15/2021	\$10,000
3	Public Meetings	03/15/2021	\$15,000
4	Final Project Report	04/30/2021	\$15,000
Total			\$50,000

15. PERFORMANCE MEASURES: The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline. The Department's Grant Manager will review the task/deliverables to verify that they meet the specifications in the Grant Work Plan and this task description, to include any work being performed by any sub-contractor(s). Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.

16. CONSEQUENCES FOR NON-PERFORMANCE: The Department will reduce each Task Funding Amount by 5% for every day that the task/deliverable(s) is not received on the specified due date in the most recent Project Timeline, for the Agreement. Should a Change Order or Amendment be requested on the date of or after the most current task/deliverable due date, the 5% reduction of that Task Funding Amount will be imposed until the date of the requested change is received, via email by the Department.

17. PAYMENT REQUEST SCHEUDLE: Grantee may submit a request for the Task Funding Amount to be paid using the Exhibit C, after all deliverables for that task have been approved by the Department.

Request(s) for payment must include the Exhibit A showing 100% completion of that task and must be submitted within 45 days of the task/deliverable due date. Please refer to the [website Grants page](#) for “How to Request Payment”, and “Checklist for Requesting Payment”.

Or

Grantee may submit one request for the Grant Amount Awarded, by using the Exhibit C, after the project is 100% completed. The request for the Grant Amount Awarded, must include an Exhibit A showing 100% completion for all tasks, and must be submitted within 45 days of the last task/deliverable due date.

- 18. FUNDING SOURCE:** Grantee agrees to include on all publications, printed reports, audiovisuals (including videos, slides, and websites except that unless required under special terms of this Agreement, this requirement does not apply to audiovisuals produced as research instruments or for documenting experimentation or findings and which are not intended for presentation to the general public) or similar materials must include the DEP logo (which can be found on the Department’s website at <https://floridadep.gov/resilience> or by contacting the Department’s Grant Manager for a copy) and the following statement on, the following language.

“This work was funded in part through a grant agreement from the Florida Department of Environmental Protection, Florida Resilient Coastlines Program, by a grant provided by the Office of Resilience and Coastal Protection. The views, statements, findings, conclusions and recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the State of Florida or any of its subagencies.”

The next printed line shall identify the month and year of the publication.

III. TASKS & DELIVERABLES

Task #1

- A. Title:** Adaptation Action Area Implementation
- B. Goal:** The goal is to recognize the linkages between emergency preparedness, adaptation and the community rating system so that future community resilience efforts in Flagler County are more effective, synergized and better informed.
- C. Description:** NEFRC will work with local planners, Floodplain/Community Rating System staff and County Emergency Management Staff on the linkages between emergency preparedness, adaptation and the community rating system. This will be done within the context of a strong focus on environmental justice, historic preservation and the environment, so adaptation strategies that address these issues will be emphasized. Based on these meetings, a draft approach to strengthening CRS, maximizing linkages and enhancing messaging to the public within the Adaptation Action Area will be devised. NEFRC will produce template messaging materials as required.
- D. Deliverables:** The Grantee will submit all task/deliverables for each task via **one pdf document** to the Department’s Grant Manager on or before the task/deliverable due date listed in the Project Timeline.
- 1) A written document containing a draft approach to strengthening CRS, maximizing linkages and enhancing messaging to the public within the Adaptation Action Area will be provided to all jurisdictions, along with

template messaging materials.

- 2) Agendas, sign-in sheets, and meeting notes from meetings to develop the draft approach.

Task #2

A. Title: Comprehensive Plan Updates

B. Goal: The goal is to incorporate vulnerability to flood, storm surge and sea level rise into all Comprehensive Plans in the County, using the data from the Resilient Flagler County Plan, and a County-wide approach to address "Peril of Flood", including making the Coastal High Hazard Area an Adaptation Action Area.

C. Description: Resilient Flagler County analyzed the base 100-year flood, as well as 100-year flood plus low, intermediate and high sea level rise for 2040, 2070 and 2100. The County will provide its current flood ordinance and adopted Comprehensive Plan "Peril of Flood" policies and background data and analysis to NEFRC as well as its Comprehensive Plan Conservation and Coastal Management Element in Word format. NEFRC will prepare a model set of Comprehensive Plan amendments and background data and analysis for consideration by Beverly Beach and Marineland, based on the approach adopted by Flagler Beach and Flagler County. These same materials will be provided to the City of Bunnell and the City of Palm Coast, for their policy consideration should they wish to consider the potential for adoption into their Comprehensive Plans. The approach taken to address "Peril of Flood" in Flagler Beach and that anticipated to be taken in Flagler County will include designation of the Coastal High Hazard Area as an Adaptation Action Area. NEFRC will provide the maps and analysis needed to support the adoption of the Coastal High Hazard Area as an Adaptation Action Area in Beverly Beach and Marineland.

D. Deliverables: The Grantee will submit all task/deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the task/deliverable due date listed in the Project Timeline.

- 1) Model Comprehensive Plan Goals, Objectives and Policies which satisfy the Peril of Flood requirements in Section 163.3178(2)(f), Florida Statutes, which establishes a redevelopment component in the Coastal Element that outlines principles that must be used to eliminate inappropriate and unsafe development in the coastal areas when opportunities arise. The component must include:
 - a. Specific strategies, principles, and engineering solutions that reduce current and future flood risk in coastal areas which results from high-tide events, storm surge, flash floods, stormwater runoff, and the related impacts of sea-level rise,
 - b. Policy(ies) that encourage the use of best practices development and redevelopment principles, strategies, and engineering solutions that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency,
 - c. Site development techniques and best practices that may reduce losses due to current and future flooding and claims made under flood insurance policies issued in this state,
 - d. A policy that requires that development be consistent with, or more stringent than, the flood-resistant construction requirements in the Florida Building Code and applicable flood plain management regulations set forth in 44 C.F.R. part 60,
 - e. A policy that requires that any construction activities seaward of the coastal construction control lines established pursuant to s. 161.053 be consistent with

- chapter 161, and
- f. A policy that encourages the local government's participation in the National Flood Insurance Program Community Rating System administered by the Federal Emergency Management Agency to achieve flood insurance premium discounts for their residents.
- 2) Background Data and Analysis
 - 3) Map of the proposed Adaptation Action Area, provided to the Towns of Beverly Beach and Marineland, and the Cities of Bunnell and Palm Coast.

Task #3

A. Title: Public Meetings

B. Goal: Engage the public so that awareness about current resilience efforts are clearly understood and so that community input is collected and synthesized. Educate the public about local vulnerabilities through the use of technology and public meetings.

C. Description: NEFRC will coordinate on the formats of public meetings with all jurisdictions. Five public meetings are proposed. These will provide education on the approach to "Peril of Flood" and gather public input to inform the final product in communities that have not yet updated their Comprehensive Plans. Using the Resilient Flagler Study and Regional Resilience Exposure Tool, they will also identify areas with a risk of flooding and demonstrate the relationship between the Coastal High Hazard Area and these areas. They will disclose and gather input on the social vulnerability risks, as well as others, identified by the Regional Resiliency Exposure Tool (R2ET). Layers included in the tool, that will be looked at during public meetings, include historical resources, vulnerable populations, priority environmental habitats and ecosystems, as well as critical infrastructure. They will disclose the NEFRC survey results and gather community input on what adaptation measures may be appropriate depending on the area. Finally, they will share the results of the work accomplished on the linkages between emergency preparedness, adaptation and the community rating system, and seek the input of the community and their help in getting the word out on this topic.

D. Deliverables: The Grantee will submit all task/deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the task/deliverable due date listed in the Project Timeline.

- 1) Copies of all workshop/meeting announcements/advertisements
- 2) Agendas and sign-in sheets from each workshop indicating location, date, and time of the meeting
- 3) Presentations and other meeting materials/handouts
- 4) Brief summary report from each workshop/meeting including attendee feedback and workshop outcomes
- 5) Any materials created at each workshop/meeting (as applicable)

Task #4

A. Title: Final Project Report

B. Goal: Produce a Final Project Report that synthesizes the results of the overall project process so that future efforts are better informed with a baseline level of knowledge.

C. Description: NEFRC will take the input of staff of all jurisdictions, the results of the survey, the

results of public meetings and the approaches identified by the jurisdictions in addressing "Peril of Flood" and will provide a report that outlines the approach, identifies next steps and lists the approaches to adaptation that were identified in each area of flood risk. This will assist the County in identifying funding approaches and priorities related to adaptation.

D. Deliverables: The Grantee will submit all task/deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the task/deliverable due date listed in the Project Timeline.

- 1) Final Project Report produced by NEFRC and provided to the County and all jurisdictions.