

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R2111**

ATTACHMENT 3

I. TITLE PAGE

1. PROJECT TITLE: Resilient Coastlines Program (Adaptation Action Areas)

2. GRANTEE Contact Information:

Organization Name: Monroe County Board of County Commissioners

Name of Authorized Signer: Roman Gastesi

Title: County Administrator

Address: 1100 Simonton Street

City: Key West

Zip Code: 33040-5714

Area Code and Telephone Number: (305) 292-4644

E-mail Address: Gastesi-Roman@MonroeCounty-Fl.Gov

3. GRANT MANAGER Contact Information:

Organization Name: Monroe County Board of County Commissioners

Name: Michael Roberts

Title: Assistant Director/Environmental Resources

Address: 2798 Overseas Highway

City: Marathon

Zip Code: 33050

Area Code and Telephone Number: (305) 289-2502

E-mail Address: Roberts-Michael@MonroeCounty-Fl.Gov

4. FISCAL AGENT Contact Information:

Organization Name: Monroe County Board of County Commissioners

Name: Tina Boan

Title: Senior Director of Budget & Finance

Address: 500 Whitehead Street

City: Key West

Zip Code: 33040-5714

Area Code and Telephone Number: (305) 292-4472

E-mail Address: Boan-Tina@MonroeCounty-Fl.Gov

5. FEID No. (a.k.a. Tax ID#): 59-6000749 Seq No. 001

6. WORK PERFORMED BY:

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

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

Organization Name: TBD
Name: _____
Title: _____
Address: _____
City: _____
Zip Code: _____
Area Code and Telephone Number: _____
E-mail Address: _____

8. PROJECT LOCATION:

A. List of County(ies): Monroe County, FL
B. List of City(ies)/Town(s)/Village(s): _____
C. State Lands Lease Agreement Number(s): N/A

Remainder of this page intentionally left blank.

II. WORK PLAN

- 9. PROJECT SUMMARY:** Monroe County will update data and develop policy approaches for Adaptation Action Areas (AAAs). This project builds upon numerous sea level rise/data collection efforts to identify vulnerabilities and supports a critical time in the County's long-term recovery process following the devastation of Category 4, hurricane Irma. The effort includes assessments of latest data and case studies for AAAs; updating vulnerability modeling; developing policy recommendations for AAAs; GIS analysis of potential AAAs; and outlining future data needs and options. The deliverables from this AAA project will inform decision-making for long-term sea level rise planning and rebuilding/recovery efforts.
- 10. PROJECT DESCRIPTION:** Monroe County has complex challenges and vulnerabilities within the State of Florida. As an island chain over 100 miles long with elevations below sea level and a designated Area of Critical State Concern, the county must develop unique solutions to adapt to coastal flooding resulting from high-tide events, storm surge, and sea level rise. The recent significant storm surge from Hurricane Irma and recurrent coastal flooding make the timing of this project critical as the County's future environmental and economic health are inextricably linked to resiliency from both storm events and sea level rise.

The County is a leader in vulnerability planning and has been a member of the Southeast Florida Regional Climate Compact since its inception in 2009. In 2016, the County adopted an Energy and Climate Element policy directing the identification of criteria to define AAAs and the update of existing maps or creation of new maps that display potential impacts of sea-level rise for consideration in long-term planning decisions. The County has also collected extensive data; completed vulnerability analyses; completed the 5-year GreenKeys Climate and Sustainability Action Plan; acquired countywide mobile LiDAR elevation data; and is currently completing Peril of Flood comprehensive plan amendments.

The County's next priority is developing AAAs and associated Goals, Objectives, and Policies within the Coastal Management Element as described in a specific recommendation in the GreenKeys Climate and Sustainability Plan. Monroe County will develop AAAs using existing policy guidance, best practices, case studies, updated data, and most current approaches as a foundation for this effort.

While the county has already undertaken initial vulnerability modeling assessments, other more recent initiatives warrant updating this model to serve as the basis for AAAs. The updates to the model will add the County's current mobile LiDAR elevation data; evaluate updated sea level rise projections of the Southeast Florida Regional Climate Compact (to be released late 2019); and include outputs from the County's two-year Countywide Roads and Stormwater Analysis with implementation plans for actual road and stormwater projects. Data will also be reviewed from the County's FEMA Community Rating System-compliant Watershed Management Plan which identified initial areas of stormwater and County facilities' future flood risk. The updated vulnerability model will be utilized to determine infrastructure and habitat impacts as well as areas of increasing vulnerability for a 2030, 2060, and 2100 sea-level rise assumption horizon. The County's planning process will also incorporate stormwater management and social vulnerability analyses using best practices identified by the Center for Disease Control's (CDC) Social Vulnerability Index or other evaluation strategies identifying vulnerable populations and potential public health risks. Further, the County will consider approaches incorporating infrastructure and public facilities; habitat and land acquisition, management or protections that restore natural shoreline features; and development and recovery considerations. Lastly, the County is in the process of updating its Local Mitigation Strategy and developing a Post Disaster Recovery Strategy to position itself for long-term recovery. These updated strategies will further inform the County's AAA policy framework.

The confluence of all these initiatives provides an immediate critical opportunity to update the County's GreenKeys Climate and Sustainability Plan vulnerability assessment for inundation risk which can serve

as a technical basis to improve resilience to coastal flooding. This comprehensive dataset is key to addressing various policy solutions within potential AAAs such as land acquisition or management, infrastructure upgrades, buyouts or resilient reconstruction and/or transportation improvements.

The development of AAAs is particularly important for the county as it implements redevelopment efforts following the catastrophic Hurricane Irma as well as the numerous flood events from extreme fall and spring tides that have become a common occurrence in the community. The AAA project will provide local decisionmakers additional tools to help reduce vulnerability as well as guide major public investments to be targeted for post-disaster funding.

11. PROJECT NEED AND BENEFIT:

A. Explain the demonstrated need, which the project addresses. The recent devastation brought to Monroe County from Hurricane Irma, in addition to regular storm surge events, highlight the County's vulnerability to both flood and storm surge. The County is committed to building back stronger and more resilient and sees the adoption of AAAs as a key tool to further guide decision-making and recovery funding in the wake of this storm. With this disaster, comes the opportunity to use AAAs as part of its rebuilding strategy and address the different vulnerability challenges across various geographic areas of the County. AAAs will include resiliency policy, such as incentivizing more resilient building standards, facilitating workforce housing or other important funding strategies based on the social vulnerability index results to determine priorities for pre-disaster planning or post-disaster assistance. In a community as unique and diverse as Monroe County, AAAs and their implementation may need to be as equally diverse either through different types of AAAs or implementation policies and multiple designations.

Monroe County understands the importance of incorporating measures to adapt to sea level rise risk and has made commitments to adopt AAAs through several plans (Comprehensive Plan & Green Keys Sustainability Plan), and multiple local financial commitments in obtaining data, including this project. Specifically, Policy 1502.1.4 in the Energy and Climate Element of the Monroe County Comprehensive Plan states, "Within five years after the adoption of the 2030 Comprehensive Plan, Monroe County shall identify proposed adaptation action areas (AAA) or similar concept to be defined by the county...In AAAs, strategies will be developed to address vulnerabilities from these effects as well as the rate of impact and available adaptation options. In conjunction with later updates to the 2030 Comprehensive Plan, Monroe County shall update existing, or map new, potential impacts of sea level rise for consideration in long-term planning decisions." The County's GreenKeys Climate and Sustainability Plan includes Recommendation 1-31, "Develop criteria for Adaptation Action Areas and adoption in Comprehensive Plan." The County's Climate Change Advisory Committee has also provided preliminary criteria suggestions for the development of AAAs. This scope of work precisely implements these policies as it will update existing/map new potential impacts of sea level rise for consideration in long-term planning decisions, make policy recommendations for the establishment of AAAs in the Comprehensive Plan, and create preliminary AAAs with associated goals, objectives, and policies. Without understanding specific locations of vulnerabilities, there is no basis to consider policies that improve resilience to coastal flooding resulting from high-tide events, storm surge, flash floods, stormwater runoff, and related impacts of sea level rise.

Examples of how AAAs could be utilized include potentially "categorizing" the types of AAAs and developing specific Objectives and Policies related to the vulnerabilities within those geographic areas. As such, the County anticipates developing multiple AAAs. Concepts for different planning challenges will be parsed out; pre-mitigation planning will be focused; and a tool to target grants, recovery assistance, and prioritize capital planning and land policy will also be created. Updating the vulnerability analysis related to habitat transitions or impacts could assist the County in aligning land acquisition, management and restoration policies to utilize critical landscapes, such as mangroves, as

a natural resiliency strategy. This has a dual benefit of supporting natural resource-based resilience as well as conservation and preservation. Such modeling could help establish AAAs policies that focus on habitat as a component of the County's "green infrastructure." Updated analysis using the County's new elevation data could also serve as the basis for AAAs that align with capital planning to ensure the continuity of social and governmental services after storms as well as longer-term with the impact of sea level rise and/or other social-related impacts.

The strong need to take this policy step, combined with the benefit of capital and recovery planning and funding to implement projects soon, creates an opportunity to align these initiatives that can translate as a true case study for other communities.

B. Explain how the proposed project meets the purpose of one or more of the Goals and Priorities for FRCP. The scope of work has been designed specifically to meet multiple Grant Goals and Priorities.

Priority Area 2. This proposed project will meet Priority Area 2 of the Florida Resilient Coastlines Program by developing recommended AAAs with associated goals, objectives, and policies for the Conservation and Coastal Management Element of the Monroe County Comprehensive Plan and preliminary maps for AAAs. The County will utilize work products and analysis from an updated vulnerability analysis to form the basis of the AAAs. Other tools and resources to be analyzed include best practices, case studies and other locally specific data such as the County's Watershed Management Plan, developed pursuant to FEMA's Community Rating System program. Through this effort, the likely result is tailored AAAs to address the multi-faceted aspects of future County sea level rise decision-making including those related to infrastructure, natural systems and Hurricane Irma recovery.

Priority Area 3. Another primary outcome of this scope of work will be to update the County's vulnerability assessment which will provide the modeling and data to support policy development for the establishment of AAAs. The existing vulnerability assessment used previous 2008 elevation data available statewide. The County has since collected locally specific mobile LiDAR which will greatly enhance an updated vulnerability assessment making it more accurate for decision-making. Tools that will likely be utilized to update the County's vulnerability assessment include GIS, SLAMM and other resources, such as HAZUS, that have already produced vulnerability outputs or can produce them within this modeling update. The vulnerability assessments can measure the impacts of sea level rise and identifying the infrastructure, habitat, and land uses that may be affected. The deliverables from this assessment will guide the County's policy recommendations. The County will also include a social vulnerability review into the County's vulnerability assessment as well as address stormwater management systems.

Priority Area 4. With this scope of work, the County will inform and engage the public, the municipalities within Monroe County, the local Climate Committee, and the other members of the Southeast Florida Regional Climate Compact on the outcomes to support future regional collaboration efforts. This will enhance regional collaboration both within Monroe County as well as facilitate extra-jurisdictional information exchange.

C. Discuss how the project is feasible and can be completed by the grant period deadline. Monroe County has taken some very important steps that make this project feasible within the time period established by the grant. County leadership has expressed its commitment through the adoption of various plans that include the development of AAAs including its GreenKeys Climate and Sustainability Plan. In 2015, the County completed an initial vulnerability analysis based on best available data at that time, which provided valuable staff experience on the type of work to be

completed. The County has already updated its LiDAR elevation data and has completed other incremental analyses which can update previous modeling work rather than generating a new wholesale modeling approach. The County has also worked to refine other various datasets since its previous vulnerability work that will also assist in fast-tracking the scope of work. In addition, the County will have completed a Post-Disaster Recovery Strategy which can help identify recovery-specific issues for incorporation. By taking these important steps, the County can hit the ground running to develop preliminary designations for AAAs.

- D. Explain how this project is addressing social vulnerability or vulnerability of historic resources or stormwater management systems.** Due to data limitations at the time of the 2015 vulnerability assessment, the County did not address social vulnerability or stormwater management systems. The County can now utilize the Center for Disease Control's Social Vulnerability Index to ensure that the needs of vulnerable populations are considered. It is noted, the Monroe County Climate Change Advisory Committee previously proposed criteria to be used to designate AAAs, recommending the consideration of populations affected including the number and vulnerability of the population. Further, the County recently completed its Watershed Management Plan and with this information, the County can review stormwater management systems within its vulnerability assessment. Work being undertaken in a Countywide Roads and Stormwater analysis can also be incorporated in the modelling updates. The proposed AAAs will incorporate the updated information to develop holistic and comprehensive goals, objectives, and policies to improve resilience to coastal flooding and address vulnerable population and stormwater management.

12. DESCRIPTION OF PROJECT OUTCOMES:

Outcome/Task #1: Annotated Analysis of Existing Data Resources, Best Practices and Case Studies for the Establishment of AAAs.

- 1) Final Memorandum outlining existing data resources, best practices and case studies for the establishment of AAAs

Outcome/Task #2: Updated Vulnerability Assessment.

- 1) Assessment of available County data and analysis of existing data resources.
- 2) Memorandum describing modeling strategy approach including elevation data, social vulnerability, stormwater natural systems and recovery elements.
- 3) Present draft findings to County staff and refine analysis results and finalize vulnerability results including Agenda and Minutes from meeting with County staff.
- 4) Final Monroe County Vulnerability Assessment

Outcome/Task #3: Memorandum of Recommended Policy Alternatives for the Establishment of AAAs.

- 1) Draft Memorandum recommending policy alternatives for the establishment of AAAs
- 2) Present draft findings to County staff and refine analysis results and finalize vulnerability results including Agenda and Minutes from meeting with County staff.
- 3) Final Memorandum recommending policy alternatives for the establishment of AAAs

Outcome/Task #4: Maps, Goals, Objectives, and Policies for Preliminary AAAs

- 1) Develop Draft AAA maps series and Comprehensive Plan Goals, Objectives and Policies
- 2) Present draft AAA map series and goals, objectives and policies to County staff and refine analysis results including agenda and minutes from meeting with County staff.

Outcome/Task #5: Public Engagement Meetings

- 1) Series of three (3) Public Workshops #1 in the Upper, Middle and Lower Keys with public engagement materials to present modeling results to County and the public after Outcome 2 or

3. Minutes, sign-in sheets, agenda and presentation materials will be included. All municipalities will be invited to attend.
- 2) Series of three (3) Public Workshops #2 in the Upper, Middle and Lower Keys with public engagement materials to present modeling results to County and the public after Outcome 4. Minutes, sign-in sheets, agenda and presentation materials will be included. All municipalities will be invited to attend.
- 3) Board of County Commissioners Workshop #1 to seek policy direction with Agenda and presentation materials after Outcome 3. Minutes, agenda and presentation materials will be included.
- 4) Board of County Commissioners Workshop #2 to seek policy direction with Agenda and presentation materials after Outcome 4. Minutes, agenda and presentation materials will be included.
- 5) Website content will be developed.
- 6) Coordination will occur with the County's Public Information Officer to distribute at least 4 press releases prior to public and County Commission workshops.

Outcome/Task #6: Final Report with Final Work Products

- 1) Draft Report with model ordinance language for AAAs.
- 2) Present draft report with Model Ordinance Language for AAAs to County staff and refine analysis results. Agenda and Minutes from meeting with County staff.
- 3) Final Report with model ordinance language for AAAs.

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

Budget Categories	Payment	Task 1	Task 2	Task 3	Task 4
Salaries & Fringe	Fixed Price	\$0	\$0	\$0	\$0
Contractual Services	Fixed Price	\$4,000	\$36,000	\$5,000	\$16,000
GRANT AGREEMENT TOTAL		\$4,000	\$36,000	\$5,000	\$16,000

Budget Categories	Payment	Task 5	Task 6	Grant Amount Awarded
Salaries & Fringe	Fixed Price	\$0	\$0	\$0
Contractual Services	Fixed Price	\$6,000	\$8,000	\$75,000
GRANT AGREEMENT TOTAL		\$6,000	\$8,000	\$75,000

- A. Describe how the project costs was determined:** Project costs were determined by evaluating past efforts to assess vulnerability, develop policy, and review data within Monroe County to ensure that costs are reasonable and sufficient.
- 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	Task Amount
1	Annotated Analysis of Existing Data Resources, Best Practices and Case Studies for the Establishment of AAAs.	12/31/2020	\$4,000
2	Updated Vulnerability Assessment.	2/19/2021	\$36,000
3	Memorandum of Recommended Policy Alternatives for the Establishment of AAAs	2/26/2021	\$5,000
4	Maps, Goals, Objectives, and Policies for Preliminary AAAs	5/16/2021	\$16,000
5	Public Engagement Meetings	6/07/2021	\$6,000
6	Final Report with Model Ordinance language for AAAs	06/30/2021	\$8,000
Total			\$75,000

- 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:** Annotated Analysis of Existing Data Resources, Best Practices and Case Studies for the Establishment of AAAs.
- B. Goal:** Document numerous approaches to developing AAAs in Florida and other states to determine best practices for AAA development.
- C. Description:** Several local governments have already undertaken efforts to designate AAAs to fit localized priorities. Some local governments have designated wholesale geographic areas within their community broadly as an AAA, while others have created independent project-oriented approaches. As an Area of Critical State Concern, Monroe County is likely to have unique issues in addressing its AAAs that will include consideration of elements related to the built and natural environment, as well as recovery efforts due to Hurricane Irma. The County can learn from the AAAs establishment work done by other County and municipal jurisdictions across the state. The County can also look outside of Florida at best practices and approaches like AAAs, such as Resiliency Districts, that garner policy and financial prioritization in local government decision-making as an adaptation strategy.
- D. Deliverables:** 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.
 - 1) Final Memorandum Outlining Existing Data Resources, Best Practices and Case Studies for the Establishment of AAAs

Task #2

- A. Title:** Updated Vulnerability Assessment
- B. Goal:** Update the County's GreenKeys Climate and Sustainability Vulnerability Assessment which will provide the modeling and data to support policy development for the establishment of AAAs.
- C. Description:** The County will update its vulnerability assessment utilizing new elevation data, updated sea level rise projections, shoreline information, capital project data, social vulnerability index, and stormwater management data. The updated vulnerability modeling with new elevation data will be used to determine infrastructure and habitat impacts as well as areas of increasing vulnerability

Attachment 3, DEP Agreement #: R2111

9 of 12

for a 2030, 2060, and 2100 sea level rise assumption horizon. The County's analysis will also incorporate an analysis stormwater management and social vulnerability using best practices such as the Center for Disease Control's Social Vulnerability Index or other evaluation strategy (identifying vulnerable populations and potential public health risks).

Monroe County has made a long-term commitment to the development of its GreenKeys Climate and Sustainability Plan, recognizing data gaps and developing more refined data for decision-making. The County has built datasets related to stormwater structures, roads, habitat and habitat transitions, County, and critical facilities. Having secured more accurate elevation data, the County will update its Vulnerability Assessment to develop a policy framework for addressing multiple priorities: infrastructure/services, habitat and recovery. Based on this updated data-assessment, the County will develop policy approaches for the designation of AAAs.

D. Deliverable(s): 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.

- 1) Copy of the current GreenKeys Climate and Sustainability Plan.
- 2) Assessment of available County data and analysis of existing data resources.
- 3) Memorandum describing modeling strategy approach including elevation data, social vulnerability, stormwater, natural systems, and recovery elements.
- 4) Copies of workshop/meeting announcements/advertisements
- 5) Agendas and sign-in sheets from each workshop/meeting, indicating location, date, and time of workshop/meeting
- 6) Presentation(s) from each workshop/meeting
- 7) Brief summary report from each workshop/meeting including attendee input and workshop/meeting outcomes
- 8) Any materials created at each workshop/meeting (as applicable)
- 9) Finalized Vulnerability Assessment

Task #3

A. Title: Memorandum of Recommended Policy Alternatives for the Establishment of AAAs

B. Goal: This Task seeks to develop policy alternatives for consideration by, and input from, the Board of County Commissioners to establish AAAs.

C. Description: Understanding that the County has a unique geography with an equally unique system of growth management regulations, the County views AAAs as a critical policy tool to address vulnerable areas through policy and financial investments that will strengthen its natural resources, housing, regional economy, and overall tax base as impacts from climate change increase over time.

It is critical natural resources and development regulations contemplate different types of AAAs or policies to implement different sets of goals. This deliverable will explore those options, informed by the deliverables from Tasks 1 and 2, and include options for the County to consider in establishing AAAs. One approach may be to create different types of designations such as those geared towards natural resource protections as a resiliency strategy. Another category may include infrastructure and services for infrastructure planning as well as the vulnerability assessment regarding at risk County facilities or critical infrastructure, such as hospitals or other human services. This aspect could also be supported by the social vulnerability index tool contemplated to be utilized in this scope of work. Finally, this effort could support funding sources, rebuilding policies, and acquisition that implements post-Irma recovery.

- D. Deliverables:** 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.
- 1) Draft Memorandum of Recommended Policy Alternatives for the Establishment of AAAs
 - 2) Agenda, sign-in sheet, presentations, and minutes from presentation of draft findings to County staff including the results of refining analysis results and finalizing vulnerability results
 - 3) Final Memorandum of Recommended Policy Alternatives for the Establishment of AAAs

Task #4

- A. Title:** Maps, Goals, Objectives and Policies for Preliminary AAAs
- B. Goal:** This task will use the recommended policy alternatives for the establishment of AAAs and graphically depict these areas for public review and comment.
- C. Description:** The County will first work to visually depict Maps of the AAAs informed by the policy direction developed and provided in Task 3. As a companion to the Map series, the Goals, Objectives and Policies will be developed to support the designation of AAAs for internal review and consideration by the Board of County Commissioners in Task 6. The scope of the Map series will be defined by the best practices research from Task 1, the Vulnerability Assessment in Task 2 and Policy direction from the Board of County Commissioners in Task 3. The AAAs maps may include substantial parts of the County or be more narrowly tailored to address location-specific issues. Goals, Objectives and Policies will clearly be tailored to address the unique priorities within those designations.
- D. Deliverable(s):** 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.
- 1) Draft AAA Maps Series and Goals, Objectives and Policies
 - 2) Agenda, sign-in sheet, presentations, and minutes from presentation of draft AAA Map Series and Goals, Objectives and Policies to County staff including results of refining analysis results

Task #5

- A. Title: Public Engagement Meetings**
- B. Goal:** This task ensures there is public participation in the review and development of AAAs.
- C. Description:** The County is committed to making documents, reports, studies, and agendas readily available for public viewing (at County offices and County website) and to providing presentation at public workshops, public work sessions, and public meetings on the work completed to develop policy alternatives to establish AAAs and associated maps. The County's geography being over 100 miles in length requires public meetings in multiple locations to ensure all public participants have the ability to attend and participate in a location relatively close to their property. A series of 3 public workshops will be held in the Upper, Middle, and Lower Keys to present modeling results following Task 2. A second series of 3 public workshops will be held in the Upper, Middle, and Lower Keys to present modeling results following Task 4. Workshops with the Monroe County Board of County Commissioners will be held following Tasks 3 and 4 to seek policy direction.

Attachment 3, DEP Agreement #: R2111

11 of 12

D. Deliverables: 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.

- 1) Copies of announcements/advertisements/press releases for all workshops/meetings
- 2) Agendas and sign-in sheets from each workshop indicating location, date, and time of workshop/meeting
- 3) Presentation(s) and public engagement materials from each workshop/meeting
- 4) Brief summary report from each workshop/meeting including attendee input, minutes, votes, and/or workshop/meeting outcomes
- 5) URL for website content that was developed

Task #6

A. Title: Final Report with Model Ordinance language for AAAs

B. Goal: This task will develop the final recommended Goals, Objectives, and Policies for the Coastal Management Element of the Monroe County Comprehensive Plan and AAAs map series.

C. Description: The County will review all work deliverables and public comment as well as BOCC direction to finalize comprehensive plan amendment language for AAAs. The goal is to process the final amendment package through the County's comprehensive plan amendment process for BOCC transmittal and adoption after the grant scope of work is completed.

D. Deliverables: 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.

- 1) Draft Report with Model Ordinance Language for AAAs.
- 2) Agenda, sign-in sheets, presentation, and minutes from presentation of Model Ordinance Language for AAA to County staff for refining analysis and results.
- 3) Any materials created at each workshop/meeting (as applicable)
 - a. Final report with Model Ordinance Language for AAAs