



Trails and Greenways Committee

Monday, January 11, 2021 at 6:00 pm

1. CALL TO ORDER, PRAYER AND PLEDGE
2. ROLL CALL
3. ADDITIONS/DELETIONS/CHANGES
4. CONSENT AGENDA
 - a. Approval of Minutes of 12/14/2020
Exhibit: Agenda Report Number 4a

Attachments:

- **Agenda Report Number 4a** (Agenda_Report_Number_4a.pdf)

5. PUBLIC COMMENTS
6. ACTION ITEMS : 0
7. DISCUSSION ITEMS:
 - a. Trail, Kiosk and Firebreak Conditions
 - b. Eagles Nest Trailhead Update
Exhibit: Agenda Report Number 7b

Attachments:

- **Agenda Report Number 7b** (Agenda_Report_Number_7b.pdf)

- c. Paved Al Tuttle Connector from North Corey
Exhibit: Agenda Report Number 7c

Attachments:

- **Agenda Report Number 7c** (Agenda_Report_Number_7c.pdf)

- d. Briar Creek Underpass Project
 - e. Connection from Turkey Creek Trails to Grapefruit Trails Status
 - f. Review top Trails & Greenways Committee projects to convey to Park Board for consideration in use of limited funding from Fern Creek sale
Exhibit: Agenda Report Number 7f

Attachments:

- **Agenda Report Number 7f** (Agenda_Report_Number_7f.pdf)

g. Next Field Event - January 16th

8. OLD/NEW BUSINESS

a. Board Member Comments

b. Next Scheduled Meeting Date

February 8, 2021

9. ADJOURNMENT

Contact: Richard W. Kohler (rkohler@townofmalabar.org 321-727-7764) | Agenda published on
01/08/2021 at 11:07 AM

TOWN OF MALABAR

COUNCIL MEETING

AGENDA ITEM NO: 4.a
Meeting Date: January 11, 2021

Prepared By: Richard W. Kohler, Deputy Clerk/Treasurer

SUBJECT: 4.a Approval of Minutes of 12/14/2020

BACKGROUND/HISTORY:

The minutes must reflect the actions taken by the Committee:

- Who made the motion?
- What is the motion?
- Who seconded the motion?
- What was the Vote?

Malabar has historically included discussion to provide the reader the understanding of how the Committee came to their vote. It is not verbatim, and some editing is done to convey the thought. People do not speak the way they write.

ATTACHMENTS:

- a. Draft Minutes of Trails and Greenways Committee Meeting of 12/14/2020

ACTION OPTIONS: Secretary requests approval of the minutes.

**MALABAR TRAILS AND GREENWAYS COMMITTEE REGULAR MEETING
December 14th, 2020 6:00 PM**

This meeting of the Malabar Trails and Greenways Committee was held at Town Hall at 2725 Malabar Road.

1. CALL TO ORDER, PRAYER AND PLEDGE:

Meeting called to order at 6:00 P.M. Prayer and Pledge led by Vice-Chair Hann.

2. ROLL CALL:

CHAIR:	DREW THOMPSON-Via Phone
VICE-CHAIR:	MURRAY HANN
BOARD MEMBERS:	ANNELIE HARVEY
	BOB WILBUR
	BARB CAMERON
BOARD SECRETARY:	RICHARD KOHLER

3. APPOINT CHAIR AND VICE-CHAIR.

Committee Member Cameron/Wilbur nominate Drew Thompson to continue serving as the Chair of the Trails and Greenways Committee.

Vote: ALL AYES

Committee Member Wilbur/Harvey nominate Murray Hann to continue serving as the Vice-Chair of the Trails and Greenways Committee.

Vote: ALL AYES

4. ADDITIONS/DELETIONS/CHANGES

NONE

5. CONSENT AGENDA

Committee Member Wilbur/Cameron move to accept the minutes as accepted.

Chair Thompson thanked Secretary Kohler for his work on the minutes.

Vote: All Ayes

6. PUBLIC COMMENTS: NONE

7. ACTION ITEMS: NONE

8. DISCUSSION

a. Trail, Kiosk, and Firebreak Conditions

Vice-Chair Hann states that the trails are in great shape. All trails north of Corey Road are in excellent condition. In Jordan Scrub, the trails are very wet. In the Twin Lakes area, the lakes are as full as he has ever seen them. He saw several people utilizing the trails on horseback. Some kiosk maps will need to be replaced soon. McGraphix gave us a good quote for the next maps (about \$55 per map). Chair Thompson asks if the

plexiglass protectors should be replaced along with the maps. Vice-Chair Hann states that the current ones are in good shape and help limit the UV light. VC Hann states that E.E.L.S. is currently working on firebreaks, should we ask them to work on the ones in Cameron Preserve? Committee Member Wilbur agrees that would be a prudent thing to do. Chair Thompson states he will reach out to E.E.L.S. and attempt to coordinate with them.

b. Review of last trail day accomplishments

Vice-Chair Hann states that the BMBA Malabar trail day was a great success. All 12 miles of trail were trimmed. Both bridges were cleaned, signage was added, and EELS operated their trail mower. About 50 riders and about 70 total participants. About 15 people really put in work on the trails.

c. Eagles Nest Trailhead Next Steps

Vice-Chair Hann states that the holidays are tough to plan around. Chair Thompson suggests the next trail day be scheduled after the next meeting. Vice-Chair Hann states he believes the Committee should go forward with the drainage plan at the Eagles Nest Trailhead. Chair Thompson states we should ask Interim Town Manager Morrell for her opinion. Chair Thompson suggests Saturday 16th for the next scheduled workday. Committee Member Cameron asked how many volunteers should we expect? Committee Member Wilbur states that we won't need much manpower until we get deeper into the process.

d. Town of Malabar – Grant-Valkaria Connector Trail – Status with S.C.T.P.O.

Chair Thompson states that there is no real update. There have been several meetings of that board canceled.

e. Paved Al Tuttle Connector from North Corey Road

Chair Thompson suggests using some of the extra Park funds to connect Corey Road to the Al Tuttle Trail. Vice-Chair Hann believes it would be a great idea, but it would be costly. Committee Member Wilbur asks what kind of grants we can apply for? Chair Thompson states that the Park funds could be used as the Town's portion of the grant. Vice-Chair Hann states that Grant/Valkaria had a similar path installed recently. Committee Member Wilbur states that if we got it engineered as ADA compliant, it could assist in extra grant funds. Vice-Chair Hann asks if the Committee would want to hire an engineer to do an estimation? Chair Thompson believes it would be a good idea. Vice-Chair Hann states he would do the research. Committee Member Harvey asks what the time restraints on that would be? We have a big expensive project in the Eagles Nest Trail Head, are we spreading ourselves and our money too thin? Vice-Chair Hann states he would still like to do some research on the project and bring some information to the next meeting.

f. North Corey Road Trailhead Improvements (road Base) – Swallowtail Kite Trailhead

Committee Secretary Kohler states that the homeowner at the north end of Corey Road had previously offered to donate road base to improve that section of road. The agreement was for the homeowner to supply the road base, the Town of Malabar staff would grade it. The Town has received no contact from the homeowner since that interaction. The project is going to be completed by the Town of Malabar, but it is relatively low on the prioritization list.

g. Briar Creek Underpass Project

Vice-Chair Hann states that the BMBA trail engineer has done a design and plan for this project and will be providing more information soon.

h. Connection from Turkey Creek Trails to Grapefruit Trails Status

Vice-Chair Hann states that funding is the only thing keeping this project from moving forward. We have a signed and sealed plan for one of the necessary bridges. Unfortunately, we are working on this project at the height of the wood price boom. The BMBA recently received a \$2,000 donation from Fox Racing Shocks in CA.

i. Next Field Event

Tentatively scheduled for January 16th.

9. OLD/NEW BUSINESS

a. Old Business:

Committee Member Cameron asked what is happening with the inventory project?
- Chair Thompson states that he and Committee Member Wilbur have been working on it. Last month, he and Committee Member Wilbur met Secretary Kohler at the Public Works Yard to do an inventory of supplies on hand there, and he has also received copies of receipts of old purchases to assist in the inventory.

b. New Business:

- Next Regular Meeting- January 11th, 2021

10. ADJOURN

There being no further business to discuss

MOTION Wilbur/Cameron . Vote: All Ayes. The meeting adjourned 7:07PM.

BY:

Drew Thompson Chair

Richard W. Kohler, Board Secretary

Date Approved: as presented/corrected:

TOWN OF MALABAR

COUNCIL MEETING

AGENDA ITEM NO: 7.b
Meeting Date: January 11, 2021

Prepared By: Richard W. Kohler, Deputy Clerk/Treasurer

SUBJECT: 7.b Eagles Nest Trailhead Update

BACKGROUND/HISTORY:

At the last Trails and Greenways Committee Meeting, the Committee discussed what steps should be taken next in the development of the Eagles Nest Trailhead. In researching that project, I discovered Building Permit Number 699.

ATTACHMENTS:

- a. Town of Malabar Building Permit #699

ACTION OPTIONS: Discussion.

BUILDING & ZONING DEPARTMENT
 2725 Malabar Rd., Malabar, FL 32950; Phone: (321) 727-7764 x14, Fax: (321) 727-9997

BUILDING PERMIT

PERMIT INFORMATION		LOCATION INFORMATION	
Permit #: 699	Issued: 5/7/2020	Address: 2345 MARIE ST MALABAR FL 32950	
Permit Type: Building		Township: 29	Range:
Class of Work: LC - Land Clearing		Lot(s):	Block: 502 Section:
Proposed Use: RR-65		Book:	Page:
Sq. Feet: 0	Est. Value:	Subdivision:	
Cost: 0	Total Fees: 0.00	Parcel Number: 29 3806-00-502	
Amount Paid: 0.00	Date Paid: 5/7/2020		

CONTRACTOR INFORMATION	OWNER INFORMATION
Name: OWNER/BUILDER	Name: MALABAR, TOWN OF
Addr:	Addr: 2725 MALABAR RD
	MALABAR, FL 32950
Phone: Lic:	Phone:

Work Desc: EAGLES NEST TRAILHEAD CLEARING FOR DRIVEWAY, PARKING AREA, AND FENCE INSTALLATION PER PLAN SUBMITTED WORK PERFORMED BY VOLUNTEERS OF TOWN'S TRAILS & GREEN WAYS COMMITTEE

APPLICATION FEES

APPLICATION DATE 5/7/2020
 CODE IN EFFECT 2017 6th

INSPECTIONS REQUIRED

Land Clearing Group Fences Culvert Group Driveway & Sidewalk Group

WARNING TO OWNER:

YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.

Before building construction is started, approved sanitary facilities for workmen must be provided. It is the responsibility of the permit holder of each phase of work to procure inspections as required and to verify approvals prior to proceeding to the next phase.

In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of Brevard County, and there may be additional permits required from other government entities such as Water Management Districts, State Agencies or the Federal Government. It is the applicants responsibility to secure those permits.

In consideration of the granting of this Permit, the owner and builder agree to construct the structure in full compliance with the Florida Building Code and Zoning regulations of the Town of Malabar, Florida. This permit not refundable after 30 days.

A CERTIFICATE OF OCCUPANCY MUST BE ISSUED BEFORE ANY BUILDING IS OCCUPIED

	<u>5/7/20</u>		<u>5/7/20</u>
Owner/Contractor/Agent	Date	Building Official	Date

Permits shall become void if work authorized does not maintain continual approval within six months of the date of the permit.

FILE ___ APPLICANT ___ COUNTY ___

Re: RTCM 20200504 - T&GC Update - Chair Not Attending RTCM

Debby Franklin <townclerk@townofmalabar.org>

Wed 5/6/2020 3:28 PM

To: Matt Stinnett <TownManager@townofmalabar.org>

Thanks Matt

Debby K. Franklin

Certified Municipal Clerk

Town Clerk Treasurer

townclerk@townofmalabar.org



Town of Malabar

2725 Malabar Road

Malabar, FL 32950

www.TownofMalabar.com

From: Matt Stinnett <TownManager@townofmalabar.org>

Sent: Wednesday, May 6, 2020 3:27 PM

To: drew.thompson@prosolent.com <drew.thompson@prosolent.com>

Cc: Debby Franklin <townclerk@townofmalabar.org>; Hann, Murray <Murray.Hann@l3harris.com>; Dorothy Carmel <dcarmel@townofmalabar.org>; Pat Reilly <mayor@townofmalabar.org>; Denine Sherear <dsherear@townofmalabar.org>

Subject: Re: RTCM 20200504 - T&GC Update - Chair Not Attending RTCM

Good afternoon all,

Unless there is something pressing for discussion and recommendation to council I would personally recommend that the meeting get cancelled. We have some essential meetings with council and BOA. Phase 2 will eliminate our waiver to have a virtual quorum.

In regards to the culverts the plan is to hold off on installing anything as there is no expected need at the moment. This is one of the areas we will be addressing in the storm water plan and in the feasibility study that I expect to be coming to an agreement with Palm Bay on in the near future the final picture of what that may look like could drastically change from the current conditions.

Once the area has been cleared we can provide road base and grading work for the driving surfaces.

Denine

Based on the site plan that Drew sent which was presented to council and I believe they approved? Let's get the clearing, driveway, parking and fence permits started this week. I will work with Morris on any grading/drainage concerns he may have.

Drew

ENT.

RE: RTCM 20200504 - T&GC Update - Chair Not Attending RTCM

Hann, Murray <Murray.Hann@L3Harris.com>

Wed 5/6/2020 2:12 PM

To: Debby Franklin <townclerk@townofmalabar.org>; drew.thompson@prosolent.com <drew.thompson@prosolent.com>;

Matt Stinnett <TownManager@townofmalabar.org>

Cc: Dorothy Carmel <dcarmel@townofmalabar.org>; Pat Reilly <mayor@townofmalabar.org>; Denine Sherear <dsherear@townofmalabar.org>

RECEIVED
MAY 11 2020
TOWN OF MALABAR

Debbie and Drew,

Possibly we should just cancel the next meeting, if we are concerned.

If the group still wants to have the meeting, I would be happy to chair the meeting.

Debbie - a question. Would the TOM normally get a building permit for itself when doing something like the ENT? To me, this seems like a little bit of a waste of effort. I believe we wish to do #1 and #2 below, and then follow with the other steps later. But, Drew knows the full plan:

1st

- 1. Clear the fence line area - possibly grade it flat
- 2. Build a fence across the front (leaving the two locations for the future culverts open)
- 3. Perform some initial clearing of the interior, to "open it up some" to allow for a more complete survey in preparation for the more extensive clearing
- 4. Eventually, place the culverts (we really need help from TOM on the depth of the swale and height of the culverts - there are really no swales in this area, so surveying nearby culverts is not available).
- 5. Perform final clearing
- 6. Place road base to create the trail head proper
- 7. Place any amenities (kiosk, picnic table? Etc).

We are, of course, happy to do whatever the town requires,

Thanks,
Mur

From: Debby Franklin <townclerk@townofmalabar.org>
 Sent: Wednesday, May 6, 2020 12:58 PM
 To: Hann, Murray (US) <Murray.Hann@L3Harris.com>; drew.thompson@prosolent.com; Matt Stinnett <TownManager@townofmalabar.org>
 Cc: Dorothy Carmel <dcarmel@townofmalabar.org>; Pat Reilly <mayor@townofmalabar.org>; Denine Sherear <dsherear@townofmalabar.org>
 Subject: [EXTERNAL] Re: RTCM 20200504 - T&GC Update - Chair Not Attending RTCM

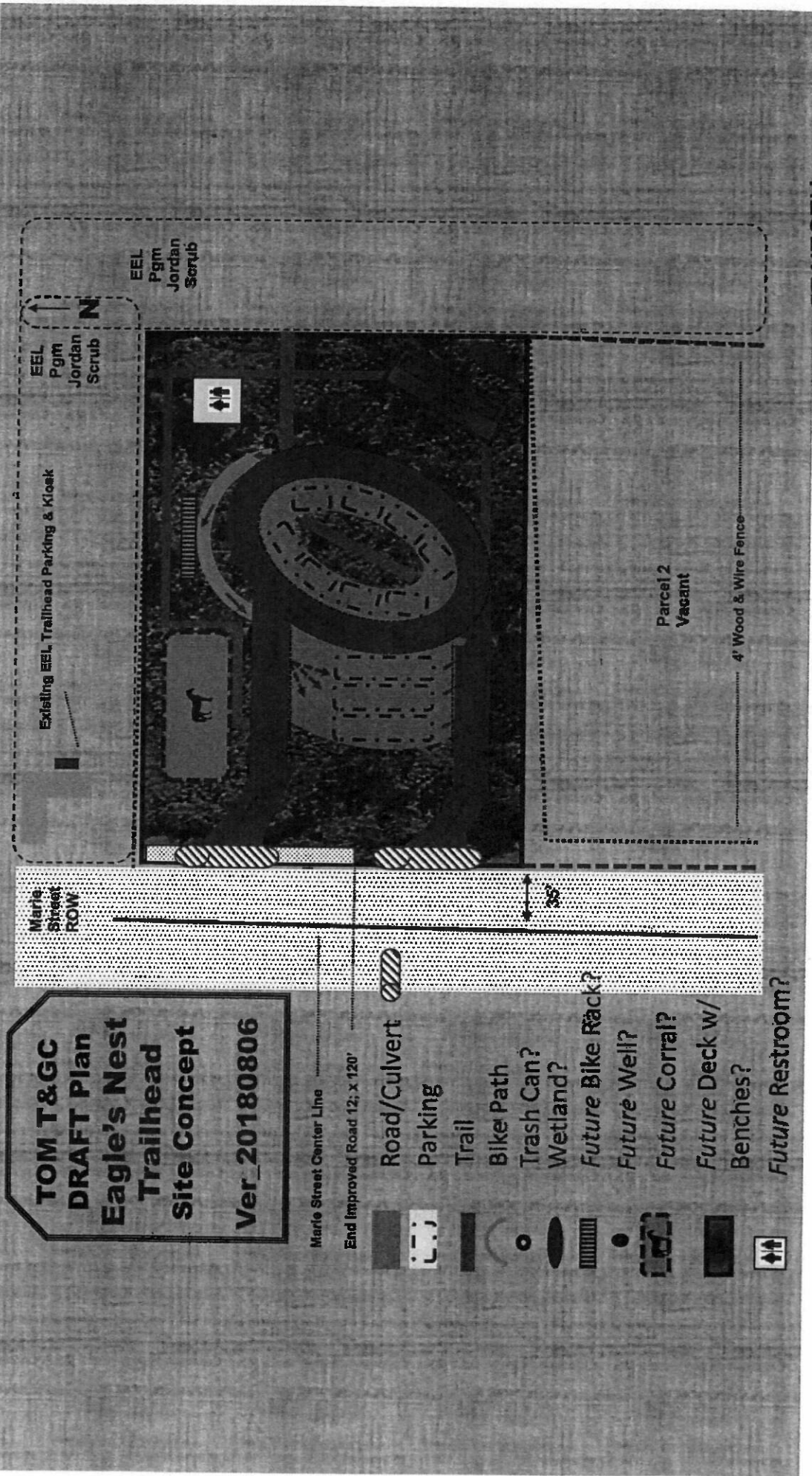
Drew,

Regarding your upcoming T&G meeting, if you want to attend by phone that would certainly be acceptable. Many cities are still utilizing virtual attendance for their meetings. Town staff has participated in some limited Zoom meetings with other agencies but has not considered utilizing it for Council meetings. Monday's meeting went very smooth with only a few people in the audience. We separated all the seating to provide for social distancing and encouraged attendees to wear face coverings which most did. If the Governor's Phase 2 goes as expected we hope to be able to move forward with the next regular scheduled Council meeting on 5/18/20 and a Board of Adjustment Public Hearings on 5/28/20.

MAY 07 2020

RECEIVED

2345 Made Street



TOM T&GC
DRAFT Plan
Eagle's Nest
Trailhead
Site Concept
Ver_20180806

- Marie Street Center Line
- End Improved Road 12'; x 120'
- Road/Culvert
- Parking
- Trail
- Bike Path
- Trash Can?
- Wetland?
- Future Bike Rack?
- Future Well?
- Future Corral?
- Future Deck w/ Benches?
- Future Restroom?

Marie Street ROW

Existing EEL Trailhead Parking & Kloak

Parcel 2 Vacant

4' Wood & Wire Fence

EEL Pgm Jordan Scrub

EEL Pgm Jordan Scrub

N

TOWN OF MALABAR

COUNCIL MEETING

AGENDA ITEM NO: 7.c
Meeting Date: January 11, 2021

Prepared By: Richard W. Kohler, Deputy Clerk/Treasurer

SUBJECT: 7.c Paved Al Tuttle Connector from North Corey

BACKGROUND/HISTORY:

At the last Trails and Greenways Committee Meeting, the Committee discussed possible funding sources for this project. One possible source discussed was a FRDAP Grant. The window for 2020 submissions was in October, and the 2021 submission dates have yet to be posted. I have included the 2020 packet for reference.

ATTACHMENTS:

- a. FRDAP Application
- b. FRDAP Application Instructions

ACTION OPTIONS: Discussion.



Florida Department of Environmental Protection
FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM
GRANT APPLICATION PACKAGE

Required Signatures: **Adobe Signature**

PART I — GENERAL INFORMATION

(DEP USE ONLY)

Received: _____

Postmarked: _____

Application Number: _____

1. APPLICANT INFORMATION

A. Name of Applicant: _____

B. Federal Employer Identification Number:** _____
**** (This number must be registered at My Florida Market Place with the address the warrant will be forwarded)**

C. Population: _____

D. Current Operating Budget: _____
(This is the operating budget for the city, county or special district, and not just the department budget)

E. Contact Person: _____ **Title:** _____
(The contact person is someone who will be in direct contact with DEP and be responsible for administering this grant if awarded)

F. Mailing Address: _____

City/State: _____ **Zip Code:** _____

Telephone :() _____ **E-mail:** _____

FAX: _____

I hereby certify that the information provided in this application is true and accurate. I further certify that I possess the authority to apply for this grant on behalf of the applicant.

Signature of City or County Manager/Title
DRP-106 (Effective 06-05-2015)

Date
Page 1 of 28

2. PROJECT INFORMATION

A. Name of Project: _____

B. Project Type (Check One): Project cannot be a combination of acquisition and development

Acquisition:

Development:

On land owned by applicant

On land currently under site control by applicant

Date site control expires: _____

Trail Construction:

On land owned by applicant

On land currently under site control by applicant

Date site control expires: _____

Development projects must be under site control (owned by deed, or leased or dedicated for minimum of 30 years from the date of application) by the close of the submission period (October 15, 2020).

- **School board property is ineligible either by lease or ownership.**
- **Include a copy of the site control documents (e.g., deed, lease, etc.). If providing a Quit Claim Deed, please attach a copy of a 30 year title search or title opinion.**

(Tab as Exhibit “N”)

C. PROJECT LOCATION:

Street Address: _____

City: _____ County: _____ Zip Code: _____ - _____

GIS Coordinates: Latitude: _____ Longitude: _____

1. Submit a boundary map of the project area providing a description and sketch of the project area boundaries, display known easements and be legally sufficient to identify the project area. **Aerial photographs are accepted as boundary maps, as long as the boundaries are identified (Visit website for example).**

(Tab as Exhibit "K")

2. Submit color, on-site photographs for **all three copies** of your application, sufficient to depict the physical characteristics of the project area.

(Tab as Exhibit "L")

3. Location map and directions: Submit a detailed road map precisely locating the project site along with clear written driving instructions from the nearest federal or state highway. **NOTE:** Confirm that street names listed are the same as those posted on street signs in the area. Please do not use Map Quest or any other computer mapping program for this.

(Tab as Exhibit "M")

D. LEGISLATIVE DISTRICTS IN WHICH THE PROJECT SITE IS LOCATED:

This should be the Florida Senate and Florida House district in which the **proposed project site is located**. If you are not sure of the district, contact your local office of the Supervisor of Elections. **(There is only one each.)**

State Senator: _____ Senate District Number: _____

State Representative: _____ House District Number: _____

E. TOTAL NUMBER OF ACRES BEING ACQUIRED OR TOTAL NUMBER OF ACRES BEING DEVELOPED: _____

F. DESCRIBE THE PHYSICAL CHARACTERISTICS OF THE PROJECT.

1) For Development Projects:

(a) Provide a description of the proposed project which includes existing and future uses, existing and proposed physical improvements, natural and historical resources, any proposed resource protection/conservation and any existing buildings on site.

(b) Indicate if a natural spring is located on project site:

Yes No

(c) Indicate if there is public access to the park either through an existing street or easement:

Yes No

Describe Public Access:

(If additional room needed - Tab as Exhibit "P")

2) For Acquisition Projects: (in addition to the above information)

(a) If the proposed project consists of acquiring multiple parcels or from multiple owners, identify specific order in which the parcels will be acquired to ensure that in the event that all parcels cannot be acquired, the purposes of the project can be achieved. Also address the ability to have public access to the park either through an existing street or easement.

(If additional room needed - Tab as Exhibit "P")

3. FINANCIAL INFORMATION

GRANT MATCH RATIOS: (Based on the grant cap of \$200,000)

Project Cost	State Share	Grantee Share
\$50,000 or less	100%	0%
\$50,001 to \$150,000	75%	25%
\$150,001 up to \$400,000	50%	50%

Project Cost = State Share + Grantee Share

Refer to Chapter 62D-5.055(4), F.A.C. for complete information on match requirements and match types. **The Total Project Cost (Line F) must equal the grant request (Line A) plus the total local match (Line E). This figure (Line F) should not total more than \$400,000 for the purpose of this application.**

A. FRDAP Funds Requested (State Share) Line A \$ _____

B. Local Funds Available: (Grantee Share)

1. Cash: Line B \$ _____

2. In-Kind: Line C \$ _____

3. Land Value: Line D \$ _____

If property is developed, land value CANNOT be used as a match.

Total Local Match: Line E \$ ^{0.00} _____
Sum of lines B, C and D

C. Total Cost of Proposed Project: Line F \$ ^{0.00} _____

**Sum of Lines A and E
(Should not total more than \$400,000)**

**(If approved for REDI Match Waiver, fill out REDI Waiver Form located under FRDAP Administrative Forms at <http://dep.state.fl.us/lands/Land and Recreation/Land Recreation.htm>).
(Tab as Exhibit "O")**

D. PROJECT WORK PLAN (COMPLETE FOR ALL PROJECTS, DEVELOPMENT AND ACQUISITION):

On page 7 & 8 as attachment 1, list the project Work Plan for the elements for this application. The Project elements are listed with the related tasks and deliverables. Primary elements and support elements should be listed separately. Use as many project elements and tasks needed to complete the project.

Remember to include each element in your conceptual site plan. Submit a conceptual site plan displaying the areas and facilities to be developed as proposed on page 7 & 8 of this application. The site plan must correlate with the project boundary map and work plan elements. The site plan must CLEARLY DELINEATE using color codes between facilities/opportunities currently existing, facilities proposed for funding (page 7 & 8) in this application and facilities planned for future development. If project is an acquisition project, be sure to submit on the site plan the proposed elements to be developed as listed on page 17 of this application. Also identify different ERDAP phases on the site plan and any LWCF phases.

DEVELOPMENT PROJECTS:

PRIMARY RECREATION AREAS AND FACILITIES: Primary facilities include all recreation facilities and opportunities. **Primary cost must be equal to or greater than fifty percent (50%) of the total cost.** Primary examples are: beach access, picnic facilities, fishing piers, ball fields, tennis courts, trails, trailheads, shade structures for recreational facilities, etc. Enclosed structures are not eligible costs. Costs of planning and site preparation should be included within the cost of each element. If land value is used as match, it should be included under primary cost. If this is a trail project, list the uses or types of trails. If developing one trail for multi-purposes state multi-purpose trail, but if doing several different trails list separately with each use (example: walking trail or bike trail).

SUPPORT FACILITIES AND IMPROVEMENTS: Support facilities are facilities which cannot stand alone, or which would have little or no public outdoor recreational value without the primary facility. No enclosed structures are eligible except restrooms, bathhouses or restroom/concession stands. Other support examples are: parking, landscaping, and security lighting. Amenities such as benches, or bike racks will receive no points when being scored. The enclosed structures listed above cannot be phased and must be completed with one grant.

ACQUISITION PROJECTS:

If acquisition project, on page 7 & 8, list the project work plan for the acquisition phase of the project.

(Tab as Exhibit "H")

**FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP)
DEVELOPMENT
PROJECT BUDGET DETAIL**

Project Name: _____

Grantee Name: _____

The project reimbursement is limited to one (1) invoice upon completion of all Project Elements listed below and submittal of all Deliverables and required documentation identified in the table below. Completion Documentation required prior to Reimbursement Request.

Project Tasks, Deliverables and Required Documentation

Task #1: Development of: _____	Amount of Costs to be Paid with Grant Funds	Amount of Costs to be Paid with Grantee Match	Deliverables and Documentation To Be Submitted Upon Completion And Before Reimbursement Can Be Approved
<u>(List each Primary project element)</u>	Provide Budget Detail	Provide Budget Detail	Project Completion Certification Final as-built site plan Florida Recreation and Parks Inventory Form Color Photographs of Project Notice of Limitation of Use Boundary Survey

INSTRUCTIONS FOR COMPLETING PROJECT WORK PLAN:

DELIVERABLES/ELEMENTS/WORK TO BE COMPLETED: Identify ALL elements that will be completed under this Agreement.

DELIVERABLE/ELEMENT BUDGET AMOUNT FOR REIMBURSEMENT: Must provide a budget for each element and identify the expense category and budget detail. Provide description of the costs as follows: **Salaries:** identify the position title/hourly rate/# of hours to complete the deliverable; **Fringe benefits:** identify the % used to calculate the fringe benefits; **Contractual Services:** identify what service will be paid for under the contract for services; **Equipment:** the purchase of equipment is not allowed under this Agreement, the rental of equipment is the only costs allowed that are associated with equipment; **Supplies and Materials:** identify what supplies/materials will be purchased; **Other costs:** identify what other costs are being requested (such as printing costs, other costs that do not fit into the other established cost categories (salaries, fringe benefits, equipment, supplies, indirect, contractual services); **Indirect Costs:** identify the percentage that is used for the indirect being claimed for reimbursement (cannot exceed 15% unless prior approval has been obtained by the Department)..

MATCH AMOUNT TO BE CLAIMED: The same level of detail must be provided for match as for reimbursement.

DOCUMENTATION/DELIVERABLES TO BE SUBMITTED UPON COMPLETION: All of these deliverables must be submitted before final reimbursement can be processed.

Completion Documentation required prior to Reimbursement

PART II — EVALUATION CRITERIA

GENERAL CRITERIA

1. CAPITAL IMPROVEMENT PLAN

- A. Is the proposed project identified, in whole or in part, in the applicant’s capital improvement plan or schedule during the current or next three (3) fiscal years?

Provide:

1) A letter from the agency’s city or county manager certifying the five year capital improvement schedule is **officially adopted and date adopted**. **Project will not receive points if letter is not submitted and does not state the date CIP was adopted.**

- AND -

2) A copy of the five-year capital improvement schedule included in the applicant’s adopted Local Comprehensive Plan, stating project by name, amount and year (County or City budgets are not the same as capital improvement schedules) **Please highlight project name, amount and year.**

(20 points)

Yes No

--- OR ---

- B. Is the proposed project identified as part of the plan through an adopted resolution committing the applicant to amend their capital improvement plan or schedule and complete the project should it receive program funds?

Provide: a copy of a fully executed resolution amending the existing schedule to include the proposed project. The resolution must **clearly indicate the proposed project by name, amount and year and cannot be older than 3 years.**

(10 points)

Yes No

(Tab as Exhibit “A”)

2. STATE COMPREHENSIVE OUTDOOR RECREATION PLAN

- A. Explain how the proposed project would address one or more of the issues or goals identified in the State Comprehensive Outdoor Recreation Plan. Use the **OUTDOOR RECREATION IN FLORIDA-2008 (Chapter 6 & 7)**. **Provide quotations or other appropriate references with explanations to justify the correlation.** To receive points, must give a detailed explanation as to how the project meets the goals, cannot only list the goals.

(Tab as Exhibit “B”) (4 points)

B. 2008 Relative Need Index by Region

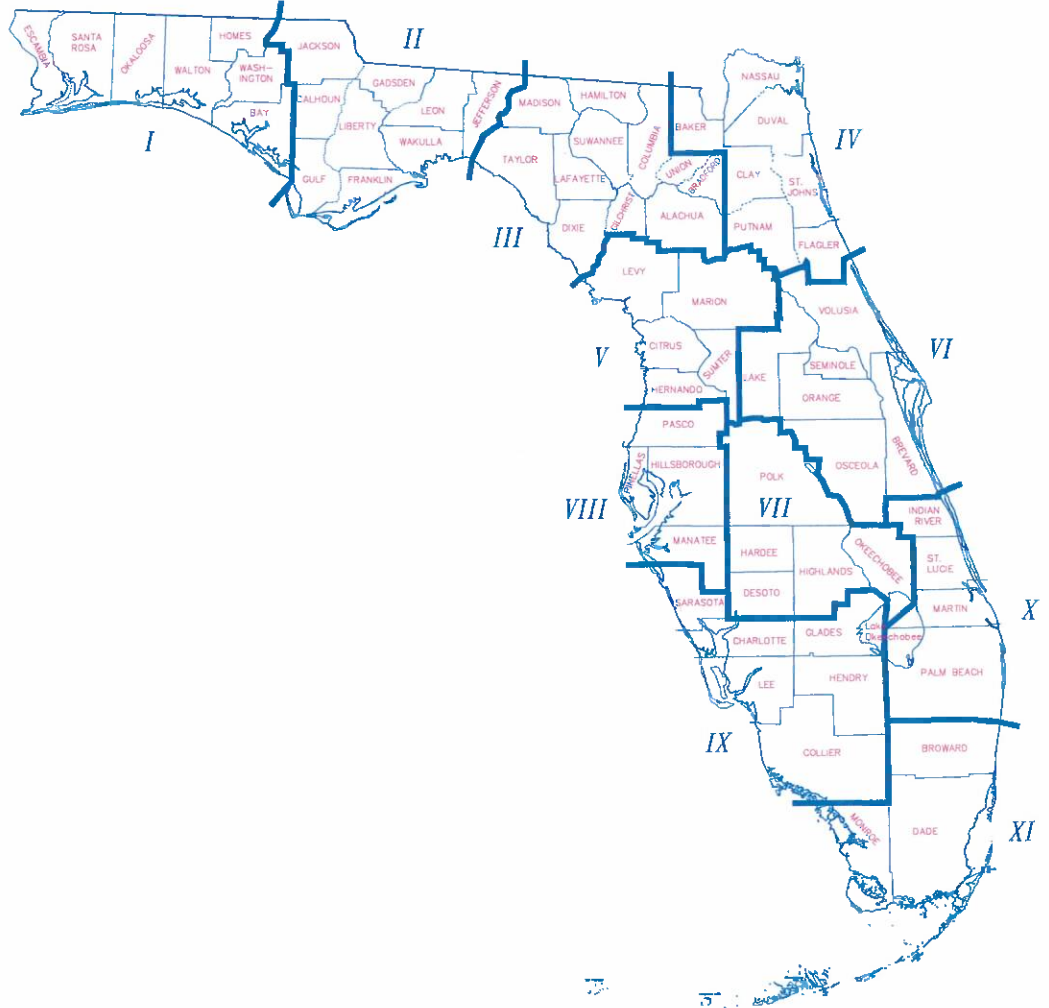
The proposed project provides for a priority resource or facility need in the applicant's planning region identified in the Statewide Comprehensive Outdoor Recreation Plan. Locate the applicant's region and circle each priority resource/facility need as **proposed in the project** cost on page 7 & 8 of this application:

(7 points)

- I Saltwater Beach Activities* Baseball or Softball * Picnicking *Football
Outdoor Swimming Pool Use * Saltwater Non-Boat Fishing * Golf
RV / Trailer Camping * Freshwater Boat Ramp Use * Soccer or Rugby
- II Saltwater Beach Activities * Nature Study * Historical or Archeological Sites
Baseball or Softball * Picnicking * Freshwater Boat Ramp Use * Football
Hunting * Horseback Riding * Outdoor Swimming Pool Use
- III Football * Picnicking * Nature Study * Soccer or Rugby * Baseball or Softball
Horseback Riding * Outdoor Basketball * RV / Trailer Camping
Freshwater Boat Ramp Use * Bicycle Riding – Unpaved Trails
- IV Historical or Archeological Sites * Baseball or Softball * Football
Saltwater Beach Activities * Picnicking * Outdoor Swimming Pool Use * Outdoor
Basketball * Nature Study * Golf * Soccer or Rugby
- V Picnicking * Football * RV / Trailer Camping * Nature Study * Baseball or Softball
Bicycle Riding - Unpaved Trails * Outdoor Basketball * Soccer or Rugby
Horseback Riding * Outdoor Swimming Pool Use
- VI Picnicking * RV / Trailer Camping * Football * Baseball or Softball
Outdoor Swimming Pool Use * Nature Study * Historical or Archeological Sites
Outdoor Basketball * Saltwater Beach Activities * Soccer or Rugby
- VII RV / Trailer Camping * Picnicking * Baseball or Softball * Outdoor Swimming Pool Use
Nature Study * Freshwater Boat Ramp Use * Football * Golf * Horseback Riding
Outdoor Basketball
- VIII Picnicking * RV / Trailer Camping * Baseball or Softball * Football * Outdoor
Swimming Pool Use Saltwater Beach Activities * Golf * Outdoor Basketball * Outdoor
Tennis * Soccer or Rugby
- IX Picnicking * RV / Trailer Camping * Saltwater Beach Activities * Outdoor Swimming
Pool Use Golf * Football * Nature Study * Baseball or Softball * Outdoor Tennis *
Historical or Archaeological Sites
- X Football * Golf * Baseball or Softball * Outdoor Swimming Pool Use * Picnicking *
Outdoor Tennis Saltwater Beach Activities * Outdoor Basketball * RV / Trailer Camping
* Soccer or Rugby

XI

Outdoor Swimming Pool Use * Picnicking * Football * Baseball or Softball * Saltwater Beach Activities * Outdoor Tennis * Golf * Outdoor Basketball * Saltwater Non-Boat Fishing * RV / Trailer Camping



3. PUBLIC PARTICIPATION

Indicate which of the following apply (Check ALL that apply):

(To receive points for this section any meetings, presentations, or surveys must be held in the current year or within the **previous 3 years** of application and each of **the three meetings must be held separately** to receive each set of points. **Meetings also must be held prior to the application submittal.**)

A. A pre-advertised public meeting was held **solely** for the purpose of discussing the proposed project. Attach a copy of ad and proof of publication for the advertisement. Advertisement needs to state where and when advertised. **If submitting 2 applications, must hold separate meeting for each project (unless they are phased projects of the same park). If not advertised in a newspaper, need a written explanation as to how, when and where advertised, along with a copy of notice/advertisement.**

(Tab as Exhibit "C-1") (10 points)

B. The project was discussed at a **regularly** scheduled meeting of the applicant's advisory board responsible for park, recreation or leisure service activities. Provide **a copy of the minutes** of the advisory board meeting(s) where **this project** was discussed. The board must be an appointed group of citizens, such as a parks and recreation advisory board, who would normally review projects similar to the proposed grant application. Planning and zoning or similar boards may be used if a parks and recreation advisory board does not exist. **CITY OR COUNTY COMMISSIONS ARE NOT CONSIDERED ADVISORY BOARDS.**

(Tab as Exhibit "C-2") (7 points)

C. Public input on the proposed project was obtained through presentations to community organizations, neighborhood associations and/or a written opinion survey. Provide documentation (**minutes from the meeting which the project was discussed** with date or thank-you letter from an organization, association, etc.) showing that presentations **regarding this project** were made to community organizations or groups **OR** provide a **copy of the survey, who surveyed and summary of the results. Letters of support are not acceptable to receive points.**

(Tab as Exhibit "C-3") (4 points)

4. OPERATION AND MAINTENANCE

Capability to develop, operate and maintain the project site: (Check ONLY one):

Provide a **brief description** of how development, programming and maintenance will be provided and **a copy of an agency organizational chart. Must provide both to receive points.**

- The applicant has a full-time recreation or park department staffed to provide facility development, programming and maintenance. (Tab as Exhibit "D") (6 points)
- The applicant has demonstrated the existence of a full-time ability to provide facility development, programming and maintenance. (Tab as Exhibit "D") (4 points)
- The applicant has other means of providing facility development, programming and maintenance. (Tab as Exhibit "D") (2 points)

5. PARK PARTNERSHIP

The proposed project is supported through a fully executed written cooperative agreement between the applicant and a private or public entity (**within the current or past 3 years**) in which said entity agrees to furnish 10% or more of the total project costs in cash, land, or labor services for the **development/construction** of this project with the applicant holding the leading management responsibility. **The written agreement must be executed by the end of the submission period and quantify the donation in monetary units. This can be a cooperative agreement between either parties or a letter from the entity agreeing to furnish 10% of the total project costs in cash, materials, land, or labor services.**

(A management or maintenance agreement is not acceptable.)

Yes No

(Tab as Exhibit "E") (3 points)

6. TRAIL CONNECTIVITY

The project provides for increased trail access by connecting an existing, publicly owned and designated recreational trail which is **outside the project boundary. Indicate on the site plan the project trail/connection and name and location of existing trail(s) outside the boundaries.**

Yes No

(Tab as Exhibit "G") (5 points)

DEVELOPMENT CRITERIA (COMPLETE ONLY FOR DEVELOPMENT PROJECTS)

1. NEW DEVELOPMENT

List the existing facilities/improvements on the project site. Include improvements such as baseball fields, basketball courts, trails, boat ramps, etc. (Bullet lists are encouraged) **(If undeveloped, state None)**. The site plan must clearly delineate between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. **Identify and color code different funding phases from the existing facilities.**

(Tab as Exhibit "G") (5 points, if undeveloped)

2. INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA

A) List the facilities which are addressed on page 7 & 8 of this application which are identified in the priority ranked index clusters of outdoor facilities needs for renovation and/or new construction identified within the applicant's population density as set forth in the Department's study entitled "Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida" effective December 1995. (See attached pages 22-26 for Priority Ranked Index Clusters. A project facility not listed in the priority ranked indexes will receive a score of a similar facility included in the indexes, as determined by the Department staff.) **(If developing trails, must have separate trails to receive separate points.**

(Maximum 30 points)

B) Does the proposed project, in whole or in part, address the highest priority of infrastructure funding needs for the applicant's population density as set forth in the study titled **"1995 INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA"**. Use the table below to determine in which priority funding need ranking the project falls. (**Check ONLY one**):

Highest Priority Funding Need (13 points)

Second Highest Priority Funding Need (8 points)

Population Density 1 – Population Under 10,000	Rank 1 Rank 2	Construction Renovation
Population Density 2 – Population 10,000 to 24,999	Rank 1 Rank 2	Renovation Construction
Population Density 3 – Population 25,000 to 49,999	Rank 1 Rank 2	Construction Renovation
Population Density 4 – Population 50,000 to 99,999	Rank 1 Rank 2	Construction Renovation
Population Density 5 – Population 100,000 and Over	Rank 1 Rank 2	Renovation Construction

Source: The 1995 Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida

ACQUISITION CRITERIA (COMPLETE ONLY FOR ACQUISITION PROJECTS)

1. INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA

List all the facilities that will be developed for this project. Only facilities identified in the top three priority ranked index clusters of outdoor facilities needs for new construction identified within the applicant's population density as set forth in the Department's study entitled "Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida", effective December 1995, will receive these points. (Priority ranked index clusters are attached as pages 22-26.)

(15 points)

2. NEEDED RECREATIONAL ACREAGE

Describe how the project provides for identified need(s) for additional park acreage pursuant to the applicant's adopted local comprehensive plan. **Provide the following:**

A. Needed acres/Person and Total Acreage Under Local Control

B. Provide excerpts of the applicant's local comprehensive plan as supporting back-up documentation and highlight the information that pertains to this section.

(Tab as Exhibit "F") (15 points)

3. CAPITAL IMPROVEMENT PLAN

A) Is the proposed **development** of the property identified in the applicant’s capital improvement plan (CIP) or schedule during the current or next three (3) fiscal years?

1). **Provide:** a letter from the agency’s city or county manager certifying the five year capital improvement schedule is officially adopted and date adopted. **Project will not receive points if letter is not submitted and does not state the date CIP was adopted.**

- AND-

2). **Provide:** a copy of the five-year capital improvement schedule included in the applicant’s adopted Local Comprehensive Plan, stating project by name, amount and year (County or City budgets are not the same as capital improvement schedules). **Highlight project name, amount and year.**
(6 points)

Yes No

---OR---

B) Is the proposed **development** of the property included as part of the plan through an adopted resolution committing the applicant to amend their CIP and develop the property should it receive program funds?

Provide: a copy of a fully executed resolution amending the existing schedule to include the development of the proposed project. The resolution must **clearly indicate the development of the proposed project by name, year and amount and cannot be older than 3 years.**

Yes No

(3 points)

(Tab as Exhibit “A”)

**TRAIL CONSTRUCTION CRITERIA
(COMPLETE ONLY FOR CONSTRUCTION OF TRAIL PROJECTS)**

1. NEW DEVELOPMENT

List the existing facilities/improvements on the project site. Include improvements such as trails, trailheads, ball fields, basketball courts, etc. (Bullet lists are encouraged. **If undeveloped, state None.**) The site plan must clearly delineate between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. Identify and color code different funding phases from the existing facilities.

(Tab as Exhibit “G”) (5 points, if undeveloped)

2. STATE GREENWAYS AND TRAILS PLAN

Explain how the proposed project would address one or more issues or goals as identified in the Florida Greenways and Trails System Plan. Use **“Florida Greenways and Trails System Plan– 2013-2017”**. **Provide quotations or other appropriate references to justify the correlation. Use a separate sheet if necessary.**

(Tab as Exhibit “H”) (6 points)

3. STATE OF FLORIDA DESIGNATED RECREATIONAL GREENWAY OR TRAIL

The project is located on or connects with a State of Florida designated greenway or trail.
Provide a map and documentation (letter from Office of Greenways and Trails) indicating connectivity.
Designation Agreements must be fully executed by the end of submission period.

Yes No

(Tab as Exhibit "I") (3 points)

4. REGIONAL OR LOCAL GREENWAYS AND TRAILS PLAN

Explain how the proposed project would implement a Greenway and Trail Plan adopted by either a regional or local governmental entity. Provide quotations or appropriate references with **explanations** to justify correlation. **Enclose a copy of the regional or local governmental adopted Greenway Plan.**

(Tab as Exhibit "J") (4 points)

5. MIXED USE OR SINGLE USE TRAILS

Does the specific trail design demonstrate that the project will support:
Mixed use recreational trail opportunities, either motorized or non-motorized, or both?

Yes No

(8 points)

-----OR-----

Single use recreational trail opportunities?

Yes No

(6 points)

6. INFRASTRUCTURE ASSESMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA

Does the proposed project, in whole or in part, address the highest priority of infrastructure funding needs for the applicant’s population density as set forth in the study titled “1995 INFRASTRUCTURE ASSESMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA”. Use the table below to determine in which priority funding need ranking the project falls. **(Check ONLY one):**

Highest Priority Funding Need

(13 points)

Second Highest Priority Funding Need

(8 points)

Population Density 1 – Population Under 10,000	Rank 1	Construction
	Rank 2	Renovation
Population Density 2 – Population 10,000 to 24,999	Rank 1	Renovation
	Rank 2	Construction
Population Density 3 – Population 25,000 to 49,999	Rank 1	Construction
	Rank 2	Renovation
Population Density 4 – Population 50,000 to 99,999	Rank 1	Construction
	Rank 2	Renovation
Population Density 5 – Population 100,000 and Over	Rank 1	Renovation
	Rank 2	Construction

Source: The 1995 Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida

Part III – Supporting Documents

POPULATION DENSITIES

Outdoor Facility Needs Ranked by Priority Index: Population Density 1

Rank	Renovation		Construction		Cluster
	Facility	Points	Facility	Points	
1	Playgrounds	6	Baseball Fields	6	Cluster I
2	Support Facilities	5	Softball Fields	5	Cluster II
3	Tennis Courts	5	Playgrounds	5	
4	Rest Rooms	5	Rest Rooms	5	
5	Picnic Facilities	4	Support Facilities	4	Cluster III
6	Baseball Fields	4	Soccer Fields	4	
7	Basketball Courts	4	Basketball Courts	4	
8	Softball Fields	4	Bike Trails	4	
9	Swimming Pools	4	Swimming Pools	4	
10	Boating Facilities	4	Tennis Courts	4	
11	Fishing Piers	3	Picnic Facilities	3	
12	Camping	3	Handball Courts	3	
13	Handball Courts	3	Fishing Piers	3	
14	Football Fields	3	Football Fields	3	
15	Soccer Fields	3	Boating Facilities	3	
16	Beach Access	2	Exercise Trails	2	Cluster V
17	Historical Facilities	2	Camping	2	
18	Shuffleboard Courts	2	Beach Access	2	
19	Nature Trails	2	Historical Facilities	2	
20	Other	2	Shuffleboard Courts	2	
21	Golf Courses	2	Nature Trails	2	
22	Bike Trails	1	Golf Courses	1	Cluster VI
23	Exercise Trails	1	Hiking Trails	1	
24	Hiking Trails	1	Horse Trails	1	
25	Horse Trails	1	Other	1	

Population Density 1 - Population Under 10,000

Outdoor Facility Needs Ranked by Priority Index: Population Density 2

Rank	Renovation		Construction		
	Facility	Points	Facility	Points	
1	Rest Rooms	6	Support Facilities	6	Cluster I
2	Support Facilities	6	Rest Rooms	6	
3	Playgrounds	6	Playgrounds	6	
4	Baseball Fields	5	Softball Fields	5	Cluster II
5	Tennis Courts	5	Soccer Fields	5	
6	Softball Fields	5	Baseball Fields	5	
7	Basketball Courts	4	Basketball Courts	4	Cluster III
8	Boating Facilities	4	Picnic Facilities	4	
9	Swimming Pools	4	Swimming Pools	4	
10	Picnic Facilities	4	Football Fields	4	
11	Soccer Fields	4	Tennis Courts	4	
12	Exercise Trails	3	Handball Courts	3	Cluster IV
13	Football Fields	3	Nature Trails	3	
14	Shuffleboard Courts	3	Bike Trails	3	
15	Handball Courts	2	Boating Facilities	2	Cluster V
16	Beach Access	2	Other	2	
17	Fishing Piers	2	Exercise Trails	2	
18	Camping	2	Golf Courses	2	
19	Bike Trails	2	Hiking Trails	2	
20	Nature Trails	2	Fishing Piers	2	
21	Other	2	Camping	2	
22	Golf Courses	1	Beach Access	1	Cluster VI
23	Hiking Trails	1	Historical Facilities	1	
24	Historical Facilities	1	Horse Trails	1	
25	Horse Trails	1	Shuffleboard Courts	1	

Population Density 2 - Population From 10,000 to 24,999

Outdoor Facility Needs Ranked by Priority Index: Population Density 3

Rank	Renovation		Construction		
	Facility	Points	Facility	Points	
1	Rest Rooms	6	Baseball Fields	6	Cluster I
2	Playgrounds	6	Soccer Fields	6	
3	Support Facilities	5	Support Facilities	5	Cluster II
4	Tennis Courts	5	Softball Fields	5	
5	Baseball Fields	5	Playgrounds	5	
6	Basketball Courts	5	Boating Facilities	5	
7	Beach Access	4	Football Fields	4	Cluster III
8	Swimming Pools	4	Tennis Courts	4	
9	Soccer Fields	4	Rest Rooms	4	
10	Picnic Facilities	4	Picnic Facilities	4	
11	Football Fields	3	Basketball Courts	3	Cluster IV
12	Softball Fields	3	Other	3	
13	Boating Facilities	3	Exercise Trails	3	
14	Exercise Trails	2	Bike Trails	2	Cluster V
15	Handball Courts	2	Nature Trails	2	
16	Other	2	Camping	2	
17	Golf Courses	2	Handball Courts	2	
18	Shuffleboard Courts	2	Historical Facilities	2	
19	Fishing Piers	2	Swimming Pools	2	
20	Bike Trails	2	Hiking Trails	2	
21	Hiking Trails	2	Golf Courses	2	
22	Nature Trails	2	Beach Access	2	
23	Camping	2	Fishing Piers	2	
24	Historical Facilities	1	Horse Trails	1	Cluster VI
25	Horse Trails	1	Shuffleboard Courts	1	

Population Density 3 - Population From 25,000 to 49,999

Outdoor Facility Needs Ranked by Priority Index: Population Density 4

Rank	Renovation		Construction		
	Facility	Points	Facility	Points	
1	Playgrounds	6	Soccer Fields	6	Cluster I
2	Rest Rooms	5	Playgrounds	5	Cluster II
3	Support Facilities	5	Picnic Facilities	5	
4	Tennis Courts	5	Baseball Fields	5	
5	Soccer Fields	5	Support Facilities	5	
6	Baseball Fields	5	Swimming Pools	5	
7	Swimming Pools	4	Softball Fields	4	Cluster III
8	Exercise Trails	4	Basketball Courts	4	
9	Softball Fields	4	Rest Rooms	4	
10	Basketball Courts	4	Other	4	
11	Handball Courts	3	Exercise Trails	3	Cluster IV
12	Picnic Facilities	3	Golf Courses	3	
13	Boating Facilities	2	Tennis Courts	2	Cluster V
14	Beach Access	2	Boating Facilities	2	
15	Fishing Piers	2	Fishing Piers	2	
16	Shuffleboard Courts	2	Football Fields	2	
17	Football Fields	2	Handball Courts	2	
18	Golf Courses	2	Bike Trails	2	
19	Nature Trails	2	Nature Trails	2	
20	Other	2	Hiking Trails	2	
21	Bike Trails	2	Horse Trails	2	
22	Camping	2	Beach Access	2	
23	Hiking Trails	2	Camping	2	
24	Historical Facilities	1	Historical Facilities	1	Cluster VI
25	Horse Trails	1	Shuffleboard Courts	1	

Population Density 4 - Population From 50,000 to 99,999

Outdoor Facility Needs Ranked by Priority Index: Population Density 5

Rank	Renovation		Construction		
	Facility	Points	Facility	Points	
1	Support Facilities	6	Support Facilities	6	Cluster I
2	Rest Rooms	5	Baseball Fields	5	Cluster II
3	Playgrounds	5	Playgrounds	5	
4	Tennis Courts	4	Softball Fields	4	
5	Swimming Pools	4	Rest Rooms	4	Cluster III
6	Boating Facilities	4	Soccer Fields	4	
7	Basketball Courts	4	Picnic Facilities	4	
8	Golf Courses	3	Bike Trails	3	
9	Softball Fields	3	Swimming Pools	3	
10	Picnic Facilities	3	Exercise Trails	3	
11	Historical Facilities	3	Hiking Trails	3	Cluster IV
12	Baseball Fields	3	Other	3	
13	Fishing Piers	3	Golf Courses	3	
14	Exercise Trails	3	Camping	3	
15	Soccer Fields	3	Beach Access	3	
16	Handball Courts	2	Historical Facilities	2	
17	Camping	2	Tennis Courts	2	
18	Football Fields	2	Basketball Courts	2	Cluster V
19	Nature Trails	2	Boating Facilities	2	
20	Beach Access	2	Fishing Piers	2	
21	Bike Trails	2	Football Fields	2	
22	Other	2	Nature Trails	2	
23	Hiking Trails	2	Handball Courts	2	
24	Horse Trails	1	Horse Trails	1	Cluster VI
25	Shuffleboard Courts	1	Shuffleboard Courts	1	

Population Density 5 - Population From 100,000 & Over

CONTACT FOR ADDITIONAL INFORMATION:

Contact	Phone
A. FRDAP Application Information & Help	850/245-2501
B. FRDAP Administrative Rule https://floridadep.gov/ooo/land-and-recreation-grants/content/florida-recreation-development-assistance-program	850/245-2501
C. Statewide Comprehensive Outdoor Recreation Plan (SCORP) https://floridadep.gov/parks/parks-office-park-planning/content/state-park-planning	850/245-3051
D. State Lands, Bureau of Appraisal	850/245-2555
E. Recreation Accessibility and Safety Program Manager, Florida Park Service	850/245-3031
F. Office of Greenways & Trails and the Florida Statewide Greenways & Trails Plan	850/245-2052



he DEP

**Division of State Lands
 Land and Recreation Grants Section
 Staff Assignments**



Legend

Regions

- Region I
- Region II
- Region III

FCT Staff Assignments

- Vacant
- Bill Bibby
- Rita Ventry

FRDAP / LWCF Staff Assignments

- LaShae Grice
- Tamika Bass
- Angie Bright

RTP Staff Assignments

- Tara Reynolds

The Land and Recreation Grants team administers four local, state, and federal grant programs which provide acquisition and recreational program grants throughout Florida each fiscal year. The grant programs are:

- Florida Communities Trust - Park and Open Space Program and Stan Mayfield Working Waterfronts Program
- Florida Recreation and Development Assistance Program
- Land and Water Conservation Fund Program
- Recreational Trails Program

Florida Department of Environmental Protection
Application Guide for
Florida Recreation Development Assistance Program

FACTS ABOUT FRDAP

WHAT IS FRDAP AND HOW IS IT ADMINISTERED?

The Florida Recreation Development Assistance Program (FRDAP) is a competitive program which provides grants to local governmental entities for acquisition and development of land for public outdoor recreation use or to construct recreational trails. The Florida Department of Environmental Protection (DEP), Land and Recreation Grants Section administers FRDAP. The FRDAP Administrative Rule can be downloaded at <https://floridadep.gov/lands/land-and-recreation-grants/content/frdap-assistance>.

WHO MAY APPLY FOR FRDAP FUNDS?

Municipal and county governments or other legally constituted entities with the legal responsibility to provide public outdoor recreation.

WHAT IS THE GENERAL APPLICATION INFORMATION?

A proposed FRDAP project must be for one of the three following categories: acquisition of land for public outdoor recreational purposes, development and/or renovation of land for public outdoor recreational purposes, or construction and/or renovation of a public recreational trail. If an **acquisition** project receives a FRDAP grant, the applicant must develop the acquired site for public outdoor recreation use within three (3) years.

HOW DO I APPLY?

Applicants must submit a completed FRDAP Grant Application during the announced submission period, **OCTOBER 1 – 15, 2020**. Applicants may submit up to two applications during the submission period. Each applicant may only have a total of three (3) active projects, including any applications being submitted. Applications must involve only one project site except for acquisition or development of salt water beach access. DEP evaluates applications based on the information provided by the applicants, except where such data is superseded by official DEP information. Failure by an applicant to present all required application information and documentation may result in the application being declared ineligible for funding consideration, or may result in a loss of points from the applicant's competitive score. **Applications will be evaluated and scored based on the information submitted by the application submission deadline.**

FRDAP Grant Applications can now be submitted through DEP's Grantee Portal (Portal) at <https://myeco.force.com/grants>. The Portal will not accept any applications submitted after 11:59 p.m. on October 15, 2020. Incomplete applications will not be considered. **The Grant Management System User Guide** provides instructions on how to complete the application and submit the required documentation. For assistance using DEP's Grantee Portal, please contact FRDAP staff via email or phone 850-245-2501.

DUPLICATE PROJECTS:

Pursuant to subsection 62D-5.056(2)(e), Florida Administrative Code (F.A.C.), an applicant may not submit an application for a project site, including phased projects, if the applicant has an active grant agreement on that project site funded under Land and Water Conservation Fund, Recreational Trails Program or Florida Recreation Development Assistance Program.

SITE CONTROL:

1) **For land owned by the applicant**, submit a copy of the recorded warranty deed that conveyed title to the property, including any attachments. If the property was dedicated via plat, submit a copy of the recorded plat. If there are multiple parcels, submit the deed for each parcel, a map of the parcels, and connect the deeds and the map with reference numbers linking the deed to the relevant parcel. If the property or a portion of it was conveyed by quit claim deed, you will also need to submit an attorney’s opinion of title with a title search covering a minimum of 30 years.

2) **For land leased by the applicant**, submit a copy of the lease or management agreement. The lease must have a minimum of 30 years remaining on the lease, allow the applicant to dedicate the property, and not be revocable at will.

Projects on state-owned land under lease from the Board of Trustees of the Internal Improvement Trust Fund are not eligible to apply.

WHAT IS THE MAXIMUM GRANT AMOUNT?

Maximum grant funds an applicant may apply for is \$200,000.

GRANT MATCH RATIOS: (Based on the grant cap of \$200,000)

Project Cost	State Share	Grantee Share
\$50,000 or less	100%	0%
\$50,001 to \$150,000	75%	25%
\$150,001 up to \$400,000	50%	50%

Project Cost = State Share + Grantee Share

WHAT CAN I USE TO MATCH A FRDAP GRANT?

Cash, Land Value of **undeveloped** land owned by applicant (subject to conditions), and In-kind Services.

Refer to Rule Chapter 62D-5.055(4), F.A.C., for complete information on match requirements and match types.

HOW ARE FRDAP GRANTS AWARDED?

Each application is reviewed to determine eligibility. The Land and Recreation Grants Section evaluates each eligible application according to Florida Administrative Code and assigns a final score. Based on the scores, DEP prepares and submits a recommended priority list to the Florida Legislature for funding consideration. **DEP’s performance and obligation to award program grants is contingent upon an annual appropriation by the Florida Legislature. Should the project receive funding, the grantee will have up to three (3) years from the start of the state’s fiscal year in which funds are appropriated to complete the project.**

If questions arise while preparing the application, please contact the Land and Recreation Grants Section Staff via email: Tamika.Bass@FloridaDEP.gov, Angie.Bright@FloridaDEP.gov or LaShae.Grice@FloridaDEP.gov. Staff assignments have been changed, please visit our website: <https://floridadep.gov/Grants> for the updates.

APPLICATION CHECKLIST

Use this list to make sure that all applicable and all required documentation is included. The Portal will prompt you where to attach the documents.

Application Item - If Applicable	Development & Trails Projects	Acquisition Projects	Tab as Exhibit
<p>A. 1) A letter from the applicant’s chief administrator certifying the five-year capital improvement schedule is officially adopted and the date adopted and 2) a copy of the Capital Improvements Plan/Schedule (CIP/S)</p> <p style="text-align: center;">OR</p> <p>1) A copy of a fully executed resolution amending the existing schedule to include the proposed project. Designate proposed project by name, date and year.</p>			A
<p>B. Florida’s Statewide Comprehensive Outdoor Recreation Plan (SCORP) objectives support documentation. Written response to Part II, Item 2A on page 10 of this application. Include a brief narrative explaining how the project implements one or more of the Priority Areas, Goals, Recommendations and Strategies as listed in the 2019 SCORP. Provide quotations or other appropriate references with explanation to justify the correlation.</p>			B
<p>C. Public participation documentation:</p> <p>1. Copy of public meeting advertisement for SOLE PURPOSE of discussing the project. Advertisement must state where and when advertised.</p> <p>-----</p> <p>2. Minutes of REGULARLY SCHEDULED advisory board meeting.</p> <p>-----</p> <p>3. Documentation of presentation to community groups. (minutes, letter of thanks from organization, etc.)</p> <p style="text-align: center;">OR</p> <p>A copy of the survey and summary of the results as they relate to the proposed project. (support letters are not acceptable for points)</p>			C1 C2 C3

Application Item - If Applicable	Development & Trails Projects	Acquisition Projects	Tab as Exhibit
D. Documentation of ability to support programming and maintenance of project site. Provide a copy of an applicant's organizational chart AND an explanation of ability to provide development, programming and maintenance.			D
E. Copy of cooperative agreement or letter between applicant and a private or public nonprofit entity with the applicant holding the lead managing responsibility.			E
F. Excerpts of the recreation/open space element of the local comprehensive plan identifying needed acreage. Provide and highlight excerpt which indicates needed number of acres and provide how much acreage local government already controls.			F
G. Conceptual site plan for development of the project area: Submit a conceptual site plan displaying the areas and facilities to be developed as proposed in the scope of the application. The site plan must correlate with the project area identified in the project boundary map and cost estimate. The site plan must CLEARLY DELINEATE between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. Color code your site plan to indicate facilities that are existing, proposed for funding and planned for future development (not in this project). Also identify FRDAP & Land and Water Conservation Fund (LWCF) phases. If acquisition project, also submit a timeline for the development of the project.	Identify different funding phases	Need site plan for the development after acquisition is completed along with a timeline for development	G
H. Excerpts of the Florida Greenways and Trails System Plan 2019-2023.	Trails Only		H
I. Letter from DEP's Office of Greenways & Trails documenting project is located on or connects with a designated State of Florida Greenway or Trail.	Trails Only		I
J. Copy of Regional or Local Governmental adopted Greenway Plan.	Trails Only		J

Application Item - Required	Development & Trails Projects	Acquisition Projects	Tab as Exhibit
<p>K. Boundary map of the project area: Submit a boundary map of the project area. The map must provide a description and sketch of the project area boundaries, display known easements and be legally sufficient to identify the project area. Plat maps may be accepted if the above criteria are identified.</p>			K
<p>L. Photographs of the project area: Submit color, on-site photographs sufficient to depict the physical characteristics of the project area. Provide color photographs for all task elements listed in your application that will be renovated. Aerial photographs are requested, but not required. Mark an approximate boundary of the project site and note major roads and/or landmarks on the aerial photo. (Note this is not the boundary map.)</p>			L
<p>M. Location map and directions: Submit a detailed street, road or highway map precisely locating the project site. Also, provide clear and concise written driving instructions from the nearest federal or state highway. NOTE: Confirm that street names listed in the written directions are the same as those posted on street signs in the area. Do not use Google Maps or any other computer mapping program for this.</p>			M

Application Item - Required	Development & Trails Projects	Acquisition Projects	Tab as Exhibit
<p>N. Site Control (e.g., deed, or lease):</p> <p>1) For land owned by the applicant, submit a copy of the recorded warranty deed that conveyed title to the property, <u>including any attachments</u>. If the property was dedicated via plat, submit a copy of the recorded plat. If there are multiple parcels, submit the deed for each parcel, a map of the parcels, and connect the deeds and the map with reference numbers linking the deed to the relevant parcel. If the property or a portion of it was conveyed by quit claim deed, you will also need to submit an attorney's opinion of title with a title search covering a minimum of 30 years.</p> <p>2) For land leased by the applicant, submit a copy of the lease or management agreement. The lease must have a minimum of 30 years remaining on the lease, allow the applicant to dedicate the property, and not be revocable at will. Documents. (e.g., deed, lease, etc.)</p> <p><u>Site control must be effective by the close of the submission period (October 15, 2020).</u></p>			N
<p>O. Request for Match Waiver/REDI Form: If eligible for the Rural Economic Development Initiative Match Waiver, submit Request for Match Waiver.</p>			O
<p>P. Description of the physical characteristics of the Project: Provide a written response to Part I, Item 2F (1&2) on page 4. Describe the project site including existing and future uses, existing natural or historical resources, public access, etc.</p>			P

TOWN OF MALABAR

COUNCIL MEETING

AGENDA ITEM NO: 7.f
Meeting Date: January 11, 2021

Prepared By: Richard W. Kohler, Deputy Clerk/Treasurer

SUBJECT: 7.f Review top T&GC projects to convey to Park Bd for consideration in use of limited funding from Fern Creek sale

BACKGROUND/HISTORY:

The Town of Malabar has sold Fern Creek Park back to the State of Florida. The profits from the sale of that park have been designated to park related projects. The playground equipment at Malabar Community Park is the top priority for these funds, however, any remaining funds may be available for this Committee. The Chair Drew Thompson has been in correspondence with both Mayor Reilly and the Chair of the Parks and Recreation Board, Eric Beinvenu. I have attached those correspondence for your review.

ATTACHMENTS:

- a. Emails between Chair Thompson and other officials of the Town

ACTION OPTIONS: Discussion.

To: drew.thompson@prosolent.com

Subject: Parks and Rec Question about Viewing Platform

Drew;

We are looking to put a small pavilion at the end of Corey Road for the Cameron Preserve. When you guys built the viewing platform were there any special permits needed? Such as for Scrub Jays?

Best regards;
Eric Bienvenu
Parks and Rec

From: eric.bienvenu tmtresearch.com <eric.bienvenu@tmtresearch.com>

Sent: Monday, December 28, 2020 12:04 PM

To: drew.thompson@prosolent.com

Subject: Re: Parks and Rec Question about Viewing Platform

Drew;

Good to know there were no special permits needed.

Just on the other side of the gate there is a picnic table that is always sinking into the ground. This is where we would put the pavilion. Our current design would be 12X20 with a cement base and look like the pavilion at Sandhill Crane Trail Head. There is plenty of room for a raised platform and pavilion and should complement each other.

If the platform falls within the Cameron Preserve we have money that could be used for that purpose. When the state took Fern Creek they paid the town but the funds can only be used for the Disc Golf Sanctuary, Cameron Preserve, and Eschenberg. What was the cost for the platform?

Best regards;

Eric Bienvenu

From: "drew.thompson@prosolent.com" <drew.thompson@prosolent.com>

Date: Monday, December 28, 2020 at 11:02 AM

To: Eric Bienvenu <eric.bienvenu@tmtresearch.com>

Cc: "Murray.Hann@L3Harris.com" <Murray.Hann@L3Harris.com>, 'Richard Kohler' <rkohler@townofmalabar.org>

Subject: RE: Parks and Rec Question about Viewing Platform

Eric,

As the TOM T&GC has several plans for the north end of Corey Road trailhead (The Swallow-Tailed Kite Trailhead) it is great to hear that the Park Board wants to put a pavilion there. We had planned a raised platform toward the northwest corner of the small wetland located behind to blue pipes within the preserve.

I recommend that we coordinate any efforts for the site so that neither group interrupts the efforts of the other.

When we built the CTS (Cameron Trail Shelter), we first submitted a site plan and structure design to the town and obtained a building permit, which was posted on support post of the CTS throughout the build.

Thank you,

Drew

From: eric.bienvenu tmtresearch.com <eric.bienvenu@tmtresearch.com>

Sent: Monday, December 28, 2020 10:12 AM

Re: Parks and Rec Question about Viewing Platform

eric.bienvenu tmtresearch.com <eric.bienvenu@tmtresearch.com>

Mon 12/28/2020 1:09 PM

To: drew.thompson@prosolent.com <drew.thompson@prosolent.com>

Cc: Murray.Hann@L3Harris.com <Murray.Hann@L3Harris.com>; Richard Kohler <rkohler@townofmalabar.org>

Drew;

What other ideas for the three preserves listed are currently being planned? Please let me know so I can pass this onto our other members.

How we have handled items such as this before is to speak to the council about the idea and recommend them to move forward. If they like the idea then it is up to the town to move forward and handle the bidding/building process. So we only have the location, recommended size, and build style as mentioned below.

Best regards;
Eric Bienvenu

From: "drew.thompson@prosolent.com" <drew.thompson@prosolent.com>

Date: Monday, December 28, 2020 at 12:35 PM

To: Eric Bienvenu <eric.bienvenu@tmtresearch.com>

Cc: "Murray.Hann@L3Harris.com" <Murray.Hann@L3Harris.com>, 'Richard Kohler' <rkohler@townofmalabar.org>

Subject: RE: Parks and Rec Question about Viewing Platform

Eric,

I again recommend that any plans for a Park Board pavilion project in the Cameron Preserve be further coordinated with T&GC prior to moving forward with expenditures and/or scheduled activities to move forward. The limited windfall from the Fern Creek sale should be carefully allocated to get the biggest bang for the town – as there are competing ideas for fund use.

Could Park Board please provide T&GC with any more detailed information?

As per the attached, T&GC spent just under its \$1 K budget for **both** 2016 & 2017. Additionally, previously used but still viable galvanized hardware and metal roofing was contributed at no cost by project participants, additionally, another \$215 in lumber materials was purchased and contributed by a T&GC member. With design and construction labor free, I would say that the project was done for under \$2,500 in materials.

Lumber costs have skyrocketed over the last year and projects involving significant lumber materials might be less expensive after the pandemic.

Thank you,

Drew

Re: RTCM 20210104 - T&GC Update**Pat Reilly** <mayor@townofmalabar.org>

Mon 1/4/2021 4:29 PM

To: Thompson, Drew <drew.thompson@prosolent.com>**Cc:** Murray Hann <mhann@harris.com>; Richard Kohler <rkohler@townofmalabar.org>

Thanks Drew for the input.

Pat

From: Thompson, Drew <drew.thompson@prosolent.com>**Sent:** Monday, January 4, 2021 12:53 PM**To:** Pat Reilly <mayor@townofmalabar.org>**Cc:** Murray Hann <mhann@harris.com>; Richard Kohler <rkohler@townofmalabar.org>**Subject:** RTCM 20210104 - T&GC Update

Mayor Reilly,

The RTCM tonight is the first TC meeting of the month (and year). As per my previously conveyed concerns regarding the COVID-19 pandemic, I will not be in attendance at tonight's RTCM.

With many possible projects, I anticipate that there may be some TC discussion as to best use of the limited park-designated funds from the sale of the Fern Creek Park property. On behalf of the T&GC, I would like to recommend that the TC include consideration of an allocation of \$5 K for a PD&E survey for construction of a paved connector trail from the paved surface end of North Corey Road to the paved Al Tuttle Trail at the north side of Cameron Preserve. With a shovel-ready design plan, the project, previously referenced as the "ZigZag Connector Trail" would then be a much stronger candidate for grant consideration. The trail segment, limited to the Corey Road ROW, would zigzag around a wetland area. The path's zigzag would intentionally prevent a straight-through view. The result would be paved access to the Al Tuttle trail for residents of Country Cove and Stillwater Preserve and others of Malabar to the south.

Thank you for considering the above. I am away from my office today but will be checking email later if you have any questions.

Please let me know if you have any questions and/or need additional actions by me at this time.

Thank you,

Drew Thompson
Chair, Trails and Greenways Committee, Town of Malabar (T&GC)

Contact Information:

Office: 321.215.4865
Cell: 772.584.9040
USPS: 2725 Malabar Road, Malabar, FL 32950-4427
Email: drew.thompson@prosolent.com