



Jeb Bush  
Governor

# Department of Environmental Protection

Marjory Stoneman Douglas Building  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000

David B. Struhs  
Secretary

March 5, 2004

Ms. Joyce Bradley  
Board of County Commissioners  
Nassau County  
Post Office Box 1010  
Fernandina Beach, Florida 32035

Re: North End Nature Center and Marine Park  
LWCF Project No. 12-00428

Dear Ms. Bradley:

Attached is the fully executed amendment which deletes the walking trail from the scope of the Project Agreement. If you have further questions, please contact our office at (850) 488-7896.

Sincerely,

Collier Clark, Advisory Services Manager  
Bureau of Design and Recreation Services  
Division of Recreation and Parks  
Mail Station #585

Attachment

12-00428  
(LWCF Project Number)

LW428  
(DEP Contract Number)  
CFDA Number: 15.916  
CFDA Title: LWCF

STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

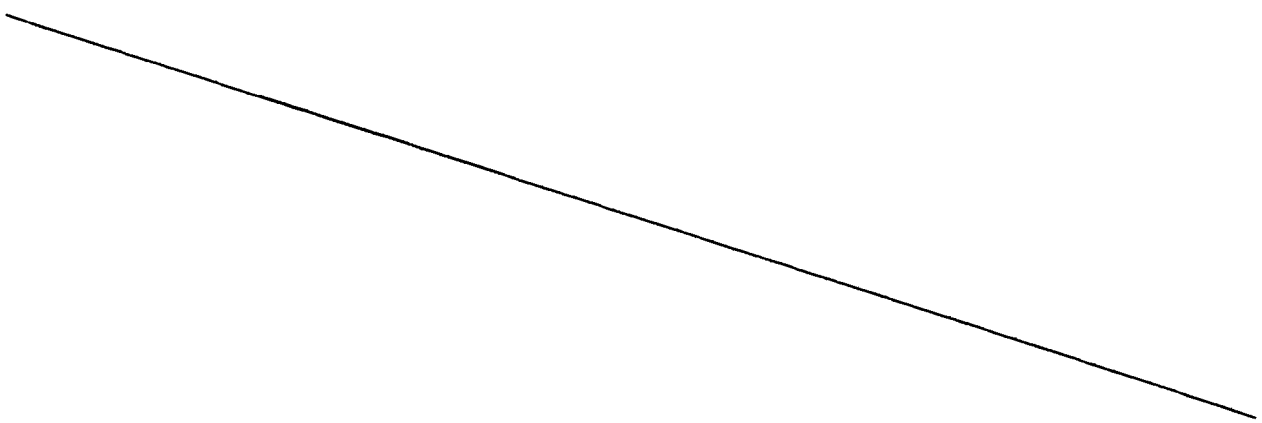
Amendment 1 to Agreement

This Amendment entered into on March 5, 2004, serves to amend portions of the Agreement dated March 31, 2003, by and between the Department of Environmental Protection, hereinafter referred to as Department, and Nassau County, hereinafter referred to as Grantee, for the approved recreational project known as North End Nature Center and Marine Park, Project # 12-00428, pursuant to section 375.021, Florida Statutes and Part VII, chapter 62D-5, Florida Administrative Code.

In and for the mutual covenants between them, the Department and the Grantee agree that the following amendment shall apply to the above referenced Agreement:

Paragraph 3, is amended as follows: The Grantee shall construct, or cause to be constructed, specified public outdoor recreation facilities and improvements consisting of the following Project Elements which may be modified by the Department if Grantee shows good cause: fishing piers, picnic facilities, restroom and other related support facilities.

In all other respects the Agreement of which this is an Amendment and attachments relative thereto shall remain in full force and effect.



IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the day and year first above written.

STATE OF FLORIDA DEPARTMENT  
OF ENVIRONMENTAL PROTECTION

NASSAU COUNTY

By: Theresa C. Kosh  
Director or Designee

ASLO

By: Floyd L. Vanzant  
Person Authorized to Sign

Floyd L. Vanzant

Printed Name

Chairman, Nassau County Board of  
County Commissioners

Title:

Carl L. L.

DEP Contract Manager

Address: P. O. Box 1010  
Fernandina Beach, FL 32035

ATTEST:

J. M. "Chip" Oxley, Jr.  
Ex-Officio Clerk

Approved as to Form and Sufficiency:

Agreement has been pre-approved

as to form and sufficiency by

Suzanne Brantley, Assistant

General Counsel, on January 22, 2004,

for use for one year.

Approved as to Form by the Nassau  
County Attorney

Michael S. Mullin  
Michael S. Mullin

Grantee Attorney, if appropriate



Jeb Bush  
Governor

# Department of Environmental Protection

Marjory Stoneman Douglas Building  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000

David B. Struhs  
Secretary

February 6, 2004

Ms. Dawn Stevenson, Contract Manager  
Nassau County  
220 Nassau Place  
Yulee, Florida 32097

Re: North End Nature Center and Marine Park  
LWCF Project No. 12-00428

Dear Ms. Stevenson:

Your request to delete the walking trails from the list of project elements has been approved by the National Park Service and the Department. Please execute and return both original copies of the amendment. In signing the amendment, **do not complete the blank space for the date**. Our staff will date the amendment when formally executed by the Department and one original copy will be returned to you.

Thank you for your attention to this matter. If you have any questions, please contact us at (850) 488-7896 or Suncom 278-7896.

Sincerely,

Collier Clark  
Advisory Services Manager  
Bureau of Design and Recreation Services  
Division of Recreation and Parks  
Mail Station #585

Enclosure

RECEIVED  
COUNTY COORDINATOR'S  
OFFICE

04 FEB 11 PM 2:34

"More Protection, Less Process"

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**NASSAU COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
P. O. Box 1010  
Fernandina Beach, Florida 32035-1010

Nick Deonas  
Ansley Acree  
Vickie Samus  
Floyd L. Vanzant  
Marianne Marshall

Dist. No. 1 Fernandina Beach  
Dist. No. 2 Fernandina Beach  
Dist. No. 3 Yulee  
Dist. No. 4 Hilliard  
Dist. No. 5 Callahan

J. M. "Chip" OXLEY, JR.  
Ex-Officio Clerk

MICHAEL S. MULLIN  
County Attorney

March 1, 2004

Collier Clark, Advisory Services Manager  
Bureau of Design and Recreation Services  
Division of Recreation and Parks, Mail Station #585  
Department of Environmental Protection  
3900 Commonwealth Boulevard  
Tallahassee, FL 32399-3000

Re: North End Nature Center and Marine Park  
LWCF Project No. 12-00428

Dear Mr. Clark:

Enclosed are two originals of Amendment 1 to the referenced agreement, deleting the walking trails from the list of project elements, as approved for execution by the Nassau County Board of County Commissioners at its regular meeting on February 23, 2004. Please obtain the appropriate signature, retain one for your file and return one fully executed original to our office in the enclosed, self-addressed envelope.

We appreciate your assistance in this project, and if we may furnish any additional information, please let us know.

Sincerely,

J. M. "Chip" Oxley, Jr.  
Ex-Officio Clerk

Jgb

Cc: Dawn Stevenson, Contract Manager

(904) 321-5703, 879-1029, (800) 958-3496

*An Affirmative Action / Equal Opportunity Employer*

Agenda Request For: February 23, 2004

Department: Capital Projects Administration

Background: Staff previously requested an amendment to the Land and Water Conservation Grant for the North End Boat Ramp project to delete the requirement of "walking trails" from the project elements. On June 9, 2003 staff received a letter from Collier Clark, Advisory Services Manager with DEP stating that DEP had approved our request, however, the approval was pending National Park Services approval and once approved a State project amendment would be issued. Corresponding letters are attached for review.

On February 11, 2004 staff received a letter and amendment to the grant from Mr. Clark outlining the project elements which do not include the walking trails.


Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Executing the amendment to the grant will not have any impact on future years budgeting.

Action requested and recommendation: Staff requests and recommends that the Board authorize the Chairman to sign the amendment to the Land & Water Conservation Grant and return to DEP for their execution.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? N/A

Funding Source: N/A

Reviewed by:

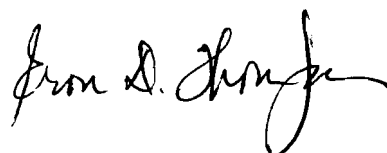
Department Head 

Legal


Finance

Administrator 

GRANTS



**APPROVED**

DATE 2-23-04 

Agenda Request For: *December 22, 2003*

Department: *Grants, Capital Projects, and Parks & Recreation*

Background: *This is Phase (Part) two of an on-going grant project at Dee Dee Bartels Nature Center and Fishing Pier (North End Boat Ramp).*

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: *Implementation of this project will have profound benefits for Nassau County residents and visitors. The financial impact of the future budgets is varied.*

Action requested and recommendation: *Discuss and approve plan for implementation of the Land and Water Conservation Fund (LWCF) grant and subsequent closeout of this grant at Dee Dee Bartels Nature Center and Fishing Pier.*

Is this action consistent with the Nassau County Comprehensive Land Use Plan?  
*This action is not inconsistent with the Comprehensive Land Use Plan.*

Funding Source: *Land and Water Conservation Fund (LWCF) Project No. 12-00428.*

Reviewed by:

Legal


Finance

Committee

Grants



**APPROVED**

DATE 12-22-03 

RECEIVED  
COUNTY COORDINATORS  
OFFICE

03 DEC 12 PM 4:58

Agenda Request For: *December 22, 2003*

Department: *Grants, Capital Projects, and Parks & Recreation*

Background: *This is Phase (Part) two of an on-going grant project at Dee Dee Bartels Nature Center and Fishing Pier (North End Boat Ramp).*

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: *Implementation of this project will have profound benefits for Nassau County residents and visitors. The financial impact of the future budgets is varied.*

Action requested and recommendation: *Discuss and approve plan for implementation of the Land and Water Conservation Fund (LWCF) grant and subsequent closeout of this grant at Dee Dee Bartels Nature Center and Fishing Pier.*

Is this action consistent with the Nassau County Comprehensive Land Use Plan?  
*This action is not inconsistent with the Comprehensive Land Use Plan.*

Funding Source: *Land and Water Conservation Fund (LWCF) Project No. 12-00428.*

Reviewed by:

Legal

Finance

Committee

Grants

RECEIVED  
COUNTY COORDINATOR'S  
OFFICE

03 DEC 12 PM 4:58

*John D. Thompson*



## Eron Thompson

---

**From:** Eron Thompson  
**Sent:** Monday, October 27, 2003 11:56 AM  
**To:** Mike Mullin  
**Cc:** Dawn Stevenson; Daniel Salmon; Tim Milligan  
**Subject:** Dee Dee Bartels Nature Center and Fishing Pier

Mike,

On October 10, 2003 at 1:00 p.m. Dawn Stevenson, Daniel Salmon, Tim Milligan and I met to discuss the items, steps needed to closeout the current contract on Dee Dee Bartels (with Hal Jones) and to strategically position ourselves, Nassau County, to complete Part 2 of the process necessary to closeout the Land and Water Conservation Fund (LWCF) grant. The purpose of this email is to give you an overview of what was discussed during the meeting, coupled with narrative on how we collectively would like to proceed in completing this necessary project.

**Part 1** of this project is that part which coincides with the Florida Boating Improvement Program (FBIP) grant funding of \$500,000 through the Florida Fish and Wildlife Conservation Commission (FFWC).

- Part 1 is under contract with Hal Jones.
- Current issues regarding accessibility are: 1. Gangway; 2. Guard rail; 3. Hand rail; 4. Detectable warning.
- Remaining items include: 5. Site lighting - parking and pier, navigational lights; 6. Distribution panel - electrical (Transformer pad - FPU pulling wire to pad); 7. Signage - temporary no wake signs; temporary site sign; Hal Jones site specific signage.

Execution of the above listed items will deem the proper level for closeout of Part 1. No issues are anticipated to meet this requirement.

On a side note, Dawn and I spoke on Friday, October 24, 2003 and the corrected shop drawing were due in on Friday and the contractor committed to have the work complete within 15 days (after approved shop drawings). I misunderstood the original discussion and thought the work would be complete 7-10 days after the cost estimate/work program to remedy the accessibility issues was authorized (which was October 13, 2003). In any case, the completion date for correcting these items should coincide with, based on my thoughts, or touch November 7th which puts us just three (3) weeks shy of the official closeout date for this grant funding, November 30, 2003.

- I spoke with Wendy Huszagh of Florida Fish and Wildlife Conservation Commission on October 16, 2003 regarding the Florida Boating Improvement Program grant and closeout. **Three significant things were presented in that regard.**
  - **First**, Wendy explained that even though the pavilion/shelter was included in FBIP grant application, that FFWC does not fund those items and as such the shelter/shelter would not be an eligible expense with FBIP funds. This is the key reason that this item would be funded under the Land and Water Conservation Fund grant. Also, when the grant agreement was signed on August 8, 2002 by FFWC and FFWC included the letter from Mr. Gossett dated April 26, 2002 as part of their contract.
  - **Second**, Customarily a site visit is conducted by the funding agency prior to completing the closeout documents. Per Wendy it was her understanding that Dr. Madkour, her boss, did a site visit for Dee Dee Bartels 2-3 weeks prior to my discussion with Wendy on October 16th and everything passed the site visit. When I followed up with Dawn after this conversation, she also recalled Dr. Madkour doing a site visit but it was with the contractor since Dawn was out at that time.
  - **Third**, with the work complete and the site visit in the affirmative, then the Certificate of Completion form is the only remaining item. Per Wendy, when sending for reimbursement, submit the invoice(s) with letter stipulating "funding for this project has been used for .... (specify whatever was spent)" and as a running thought document in the letter that funding for the restroom will come from the LWCF grant signifying title of grant, and anticipated completion date; this is to simply show that this item will be done and that Nassau County will proceed in that direction.

**Part 2** of this project is that part which coincided with the Land and Water Conservation Fund grant project through the Department of Environmental Protection. This is a 50/50 matching grant. The grant request was made for the maximum of \$200,000 and based upon the grant application the local fund commitment was \$261,500.

- Part 2 is in its initial stages. A complete set of Design Drawings by Ebert, Norman and Brady Architects was issued on September 29, 2003.
- The items that would apply under this grant application include: water, wastewater, pavilion, restroom, and walking

trails. Considering each item individually the following is the summary applies.

1. Water. For the line extension based upon Dawn Stevenson's letter dated September 15, 2003, this cost is estimated at \$143,928. For one well, the cost based on the October 10, 2003 meeting identified above is (a) \$20-25 thousand without engineering cost or (b) \$30 thousand with engineering cost.

2. Wastewater. \$5,100 has been paid for the design and engineering cost for the septic tank drain field along with the 2 inch water line. I have in my notes from the meeting, \$20,000 for the construction; *Dawn, Daniel please confirm whether I got this information correct.*

3. Pavilion and Restroom. Although these items are separate they need to be considered together since they share the same building footprint but different roofs.

- **Position 1:** As it stands the design approved by the Nassau County BOCC can be built by a contractor for \$300,000.

- **Position 2:** Consideration can be given for an in-house job using the Parks and Recreation & Building Maintenance Departments as contractor. This entails these departments working from the professional cost estimator's information (which to be best of my understanding the professional estimator's is currently underway through the architects.) The intent of Position 2 is to significantly reduce the cost of this project, estimated at \$300,000, by at least 25%. The work for Position 2 could begin within 6 months. A key feature for consideration in looking at the original grant application and consulting with staff at the October 10th meeting is that the original thought was for the Parks and Recreation Department to build the pavilion and restroom.

4. Walking trails. The walking trails component of this grant application is subject to removal per the June 5, 2003 letter from Collier Clark at Department of Environment Protection and is contingent upon approval from the National Parks Service on the deleting the trails.

- Another significant note from the June 5, 2003 letter from Collier Clark at Department of Environment Protection is that Nassau County was given authorization to commence project construction. This means that some of the funds expended to date, but after June 5, 2003 can be charged out to Part 2 of this project. The letter also reflects the 90 day status report requirement with the first one due July 5, 2003 and the project completion date of March 31, 2006.

Thus concludes this discourse on Dee Dee Bartels Nature Center and Fishing Pier.

## Eron Thompson

---

**From:** Dawn Stevenson  
**Sent:** Monday, October 27, 2003 3:04 PM  
**To:** Eron Thompson  
**Cc:** Daniel Salmon  
**Subject:** RE: Dee Dee Bartels well and septic

Eron - You were correct in saying that the cost was \$5115.00 (per their proposal totaling \$23,373.00 approved 6-3-03). In their invoicing they have the total amount broken out into three tasks - 1. Facility Design (plumbing, septic, waterline) \$9715.00 - 2. Electircal Design \$3,000.00 - 3. Architectural Design \$10,658.00. To date only 10% (\$971.50) has been paid for Task 1 which leaves an amount of \$8,743.50 to complete the design of the septic system and plumbing.

-----Original Message-----

**From:** Eron Thompson  
**Sent:** Monday, October 27, 2003 2:51 PM  
**To:** Daniel Salmon  
**Cc:** Tim Milligan; Dawn Stevenson; Mike Mullin  
**Subject:** RE: Dee Dee Bartels well and septic

Thanks Daniel. I thought that was what I heard during the meeting and honestly, this is why we plan so that we can know all of the component parts which make what we want happen.

-Eron

-----Original Message-----

**From:** Daniel Salmon  
**Sent:** Monday, October 27, 2003 1:26 PM  
**To:** Eron Thompson  
**Cc:** Tim Milligan; Dawn Stevenson  
**Subject:** Dee Dee Bartels well and septic

I cant respond to what has been payed for design. The figures you stated for the well and septic are good for a budget. Until there is a final design we will not know.



Nassau County Coordinator Administration  
220 Nassau Place  
Yulee, Florida 32097

NE Boat Ramp  
Land & Water  
Conserv. Grant  
File

May 20, 2003

Mr. Collier Clark, Advisory Services Manager  
Department of Environmental Protection  
3900 Commonwealth Boulevard, MS 585  
Tallahassee, Florida 32399-3000

Re: North End Nature Center and Marine Park – Phase I  
LWCF Project No. 12-00428

Dear Mr. Clark,

In response to our phone conversation last week please find attached the LWCF Commencement Documents Packet for the above referenced project. As previously explained, Nassau County has already commenced construction on this project. It was not until I received a copy of the grant agreement and began reviewing it that I realized this commencement package was required. Please accept my apology on behalf of Nassau County for this oversight.

In addition to the above, the possibility of Nassau County obtaining a waiver for the construction of "walking trails" was discussed. Article 3. of the grant agreement requires the construction of Project Elements consisting of walking trails, fishing piers, picnic facilities, restroom and other related support facilities. Article 3. also states that the Project Elements may be modified by the Department if the Grantee shows good cause. Due to the configuration of the site plan improvements, the walking trails would have to be constructed adjacent to the entrance roadway. The placement of the trails along the roadway would be a safety hazard, would be nearly impossible to maintain ADA accessibility and would not be aesthetically pleasing.

Please accept this letter as a formal request for an amendment to the above referenced grant agreement. Attached is a copy of the site plan for your review during your consideration of the amendment. If any additional documents or justification or needed for the potential amendment please let me know as soon as possible.

FERNANDINA  
(904) 321-5782  
FAX (904) 321-5784

TOLL FREE  
1-800-789-6673  
1 800-948-3364

HILLIARD  
(904) 845-3610  
FAX (904) 845-1230

Mr. Collier Clark  
May 20, 2003  
Page 2

Thank you in advance for your assistance with these matters.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dawn St", followed by a horizontal line.

Dawn Stevenson  
Contract Manager

cc: Management Committee  
PH&A Engineers

attachments

# INDEX TO DRAWINGS

SHEET NO. DESCRIPTION

|       |  |
|-------|--|
| 1     | LOCATION MAP AND INDEX TO DRAWINGS     |
| 2     | TYPICAL SECTIONS AND GENERAL NOTES     |
| 3     | PRE-DEVELOPMENT DRAINAGE MAP           |
| 4     | POST DEVELOPMENT DRAINAGE MAP AND E    |
| 5     | BOAT RAMP PLAN DETAIL                  |
| 6     | NORTH PARKING AREA PAVING, GRADING AND |
| 7     | RETENTION POND PAVING, GRADING AND DRA |
| 8     | SOUTH PARKING AREA PAVING, GRADING AND |
| 9     | POGEY PLACE GRADING AND DRAINAGE PLAN  |
| 10-11 | CROSS SECTIONS                         |
| 12    | SIGNING AND MARKING PLAN               |
| 13    | SIGNING AND MARKING DETAILS            |
| 14-15 | EROSION CONTROL DETAILS                |
| 16    | TREE IMPACT SURVEY                     |
| 17    | BOAT RAMP AND WALKWAY GENERAL NOTES    |
| 18    | BOAT RAMP AND WALKWAY PLAN             |
| 19-20 | WALKWAY ELEVATION                      |
| 21    | PILE LAYOUT                            |
| 22    | BOAT RAMP DETAILS                      |
| 23    | BOAT RAMP AND SIDEWALK CAP DETAILS     |
| 24-25 | WALKWAY DETAILS                        |
| 26-27 | ALUMINUM RAILING                       |
| 28-32 | PRECAST CONCRETE SHEET PILES           |
| 33-34 | SQUARE PRESTRESSED CONCRETE PILES      |
| 35    | ELECTRICAL SITE PLAN AND DETAILS       |

## TY CONTACTS

T BROADBAND  
PUBLIC UTILITIES  
COUNTY ENGINEERING  
FERNANDINA BEACH  
(904) 261-3624  
(904) 261-3663  
(904) 261-3663  
(904) 780-2355

HARTENSTEIN AND ASSOCIATES, INC.  
LINGTON EXPRESSWAY - SUITE 640  
JACKSONVILLE, FL 32211  
724-3546 FAX: (904) 724-9463  
EB NO. 59-26955553

Received  
4 Feb 2003

Michael S. Mullin  
County Attorney

Marianne Marshall  
District 5

W/Att. for S. Mont. Ed. Regs.  
for Det. Williams for 11/19/03 & 11/29/03  
Floyd VanZant  
District 4  
Chairperson  
Vicki Samus  
District 3  
Reviewer

THE PLAN HAS BEEN REVIEWED  
IN COMPLIANCE WITH THE  
ADA ACCESSIBILITY CODE  
COMMISSIONERS OF  
COUNTY, FLORIDA  
2/13/03

Nassau County Building Department

|                    |           |         |
|--------------------|-----------|---------|
| APPROVED SITE PLAN | SIGNATURE | DATE    |
| John J. Vaughan    | 2-14-03   | 2-14-03 |
| James J. Vaughan   | 2-14-03   | 2-14-03 |
| Mr. Shumers        | 2-13-03   | 2-13-03 |

Health Department  
Fire / Rescue  
Engineering  
Planning



Nassau County Coordinator Administration  
220 Nassau Place  
Yulee, Florida 32097

**LIST OF FACILITIES AND IMPROVEMENTS FOR CONSTRUCTION  
WITH RELATED COSTS**

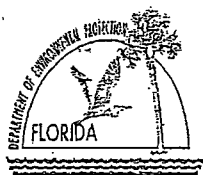
|                                     |                     |
|-------------------------------------|---------------------|
| Walking Trails                      | Waiver Requested    |
| Aluminum Gangways                   | \$ 90,000.00        |
| Fishing Piers                       | \$157,313.00        |
| Pavillion (incl. picnic facilities) | \$114,187.00        |
| Restroom Facilities                 | \$100,000.00        |
| <b>Total Anticipated Costs</b>      | <b>\$461,500.00</b> |

Project Liaison

A handwritten signature in dark ink, appearing to be "M. J. Hilliard", is written over a horizontal line.

Date

A handwritten date "5/2/67" is written over a horizontal line.



# Florida Department Of Environmental Protection

## Land and Water Conservation Fund Program

### Project Permitting Certification

Nassau County Board of County Commissioners  
Grantee

North End Nature Center & Marine Park  
Project Name

12-00428  
Project Number

The Project Sponsor certifies that all final plans and specifications (i.e.; site, architectural, engineering) to be used in conjunction with the above referenced project were prepared and certified by an insured, registered architect, engineer, or landscape architect (as appropriate) and meets all applicable federal, state and local codes, and current engineering practices; that health, safety, durability and economy were considered and incorporated in these plans consistent with the scope and objectives of the project; that equal access pursuant to the requirements of Federal law and Chapter 553 Florida Statutes, is incorporated in the design of all facilities for individuals with disabilities; that the proposed development is compatible with its surrounding environment; that all required local, state and federal environmental permits and approvals have been obtained; and that provisions have been made to insure adequate supervision of construction by competent personnel.

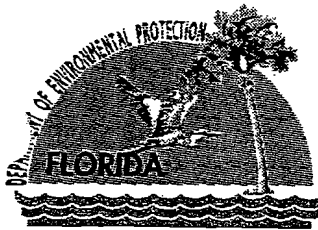
8/21/03

Date

[Signature]

Project Liaison Agent





Jeb Bush  
Governor

# Department of Environmental Protection

Marjory Stoneman Douglas Building  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000  
June 5, 2003

David B. Struhs  
Secretary

Ms. Dawn Stevenson, Contract Manager  
Nassau County  
220 Nassau Place  
Yulee, Florida 32097

Re: North End Nature Center and Marine Park  
LWCF Project No. 12-00428

Dear Ms. Stevenson:

We have approved the list of project elements, dated May 21, 2003, and the corresponding site plan for this project. This approval is pending National Park Service approval of deleting the walking trails, which should not be a problem. Therefore, you may commence project construction. We will send you a state project amendment once we receive federal approval.

This authorization does not relieve you of the responsibility to comply with all applicable federal, state, county or municipal laws, ordinances or rules. You must obtain any permits, management agreements, or leases that may be required.

If the project liaison changes or you propose any changes to the project agreement, please contact us immediately. Status reports are due every ninety days as required by the project agreement. The necessary form was provided in your agreement file. The first report is due July 5, 2003. Photographs should be submitted at least once during the development phase to further reflect actual work accomplished.

Also, please be aware that the project completion date for this project is March 31, 2006. This is the date by which all grant related development must be completed and all grant related expenses paid. Thank you for your attention to this matter.

Sincerely,

Collier Clark  
Advisory Services Manager  
Bureau of Design and Recreation Services  
Division of Recreation and Parks  
Mail Station #585

RECEIVED  
COUNTY COORDINATORS  
OFFICE  
JUN - 9 PM 2:21

cc: C. Lewis

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
LAND AND WATER CONSERVATION FUND PROGRAM  
2001-2002 GRANT APPLICATION PACKET

INTRODUCTION

The Land and Water Conservation Fund Program (LWCF) provides grants to local governmental entities to acquire or develop land for public outdoor recreational purposes. The program is administered by the Florida Department of Environmental Protection (DEP), Bureau of Design and Recreation Services on behalf of the U.S. Department of the Interior, National Park Service (NPS). Grant applications are evaluated according to policies and procedures described in Chapter 62D-5, Part VII, Florida Administrative Code (F.A.C.). This is commonly known as the LWCF Rule. All applicants should be familiar with these policies and procedures. This packet is designed to assist all applicants in presenting the necessary information needed for DEP to evaluate proposed grant applications.

GENERAL APPLICATION INFORMATION

Please submit the application in a SOFT COVER 3 prong binder (please, no HARD 3-ring binders). To facilitate the review and scoring process, tab all support documents or attachments according to Part III of this application. We appreciate your cooperation.

A request for financial assistance must be for acquisition or development of land for public outdoor recreational purposes. An acquisition project approved for funding must be acquired within one (1) year of the effective date of the project agreement and must be developed for public use within three (3) years of completion of acquisition. An approved acquisition project, will require a self contained narrative appraisal(s), title search, and, if applicable, a mean or ordinary high water survey prior to project commencement. The appraisal(s) will be reviewed by a fee appraiser under contract with DEP's Division of State Lands. Payment of appraisal review fees will be the responsibility of the grantee and will be made by the grantee immediately upon and pursuant to direction of the Bureau of Design and Recreation Services. These expenses are not eligible for reimbursement under the LWCF program.

A development proposal should consist of the complete or partial development of the project site. The grantee shall have up to three (3) years from the effective date of the project agreement to complete the project. A development project, when completed, must be a useable recreation area. A development application may consist of one improvement or a group of related improvements designed to provide primary facilities for outdoor recreation. Secondary or support facilities and improvements for access, safety and protection of the project visitors are viable project components but should not dominate the proposed project. Primary facility costs must be equal to or greater than fifty percent of the total project cost. Support facilities alone do not constitute an eligible project, except projects which provide or improve beach access. Eligible facilities are described in the LWCF Rule.

Applicants receiving LWCF funds will be required to have a LWCF Grants-in-Aid Manual. This will be provided by DEP.

If the proposed project is approved at the state level, and the property must be acquired or developed prior to NPS approval, a waiver of retroactivity must be obtained from DEP to ensure eligibility of the project. Granting of a waiver does not imply funding will be granted.

The applicant must take steps to assure that small and minority owned businesses are utilized when possible. Contracts between the grantee and contractors must allow DEP auditors access to records relating to the grant project.

Maximum Grant Funds an Applicant may Request for FY 2001-2002: \$200,000.

The matching ratio is one applicant dollar to one program dollar for all LWCF grant awards (50% / 50%).

Please refer to Chapter 62D-5.070 (6), F.A.C. for complete information on match requirements and match types.

02 DEC 10 PM 4:30  
RECEIVED  
COUNTY COORDINATORS  
OFFICE



## EVALUATION PROCESS

Following DEP staff review of the applications, DEP will notify applicants of any deficiencies. Missing or incomplete documentation will usually constitute a deficiency. Applicants must submit requested deficiency information within fifteen (15) working days from date of deficiency notification. After the deficiency period, DEP ranks all eligible applications in accordance with the evaluation criteria set forth in the LWCF Rule.

## APPLICATION SUBMISSION INFORMATION

Applicants must submit proposals for LWCF grants on application form FPS-A047. DEP evaluates applications on the basis of 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. Failure by an applicant to provide accurate information and documentation relating to the evaluation criteria for the proposed project set forth in the LWCF Rule may result in a loss of points for the applicant's competitive score.

Applicants must submit three copies (1 original and 2 copies) of the completed application and all supporting documents during the announced submission period of February 11, 2002 through March 12, 2002. Applications must be postmarked **NO LATER THAN** March 12, 2002, and submitted to:

DEPARTMENT OF ENVIRONMENTAL PROTECTION  
DIVISION OF RECREATION AND PARKS  
BUREAU OF DESIGN AND RECREATION SERVICES  
3900 COMMONWEALTH BOULEVARD, MAIL STATION 585  
TALLAHASSEE, FLORIDA 32399-3000

If questions arise while preparing the application, please contact the Bureau of Design and Recreation Services at 850/488-7896 or SUNCOM 278-7896.

We will be glad to submit this application to you electronically. Please request this by e-mailing: [Latooya.M.Davis@dep.state.fl.us](mailto:Latooya.M.Davis@dep.state.fl.us)

Please Note: If you plan to prepare this document by retyping or downloading it to your computer, the language and format used must exactly match this application.

In accordance with the LWCF Act, available program funds for fiscal year 2001-2002 are contingent upon an annual appropriation to each State by Congress.

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
LAND AND WATER CONSERVATION FUND

(DEP USE ONLY)

RECEIVED: \_\_\_\_\_

POSTMARKED: \_\_\_\_\_

APPL NO.: \_\_\_\_\_

PART I - GENERAL INFORMATION

A. APPLICANT INFORMATION

1. Name of Applicant: Nassau County
  2. Federal Employer Identification Number: 59-18630425
  3. Population: 59,400 4. Current Operating budget: \_\_\_\_\_  
(This is the operating budget for the city, county or other legally constituted governmental entity, not just the department budget.)
  5. Contact Person: Walter Gossett Title: County Coordinator  
The contact person should be someone who will be in direct contact with DEP and is responsible for administering the grant if awarded.
- Address: Street/PO Box: 3163 Balley Road/ P. O. Box 1010
- City/State: Fernandina Beach, Florida Zip Code: 32034
- Telephone: (904) 321-5782 FAX: (904) 321-5784 E-mail: bmcdonald@nassaucountyfl.com

If project is not funded, please check here if grantee wishes to receive application back. ☒ X

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 Authorized Representative

\_\_\_\_\_  
Date

B. PROJECT INFORMATION

1. Name of Project: North End Nature Center and Marine Park- Phase I
2. a. Project Type (Check One): Project cannot be acquisition and development  
Acquisition: \_\_\_\_\_  
Development: X On land owned by applicant  
\_\_\_\_\_ On land leased to applicant by another public agency  
Date lease expires: \_\_\_\_\_

Development projects must be under site control (owned by deed or leased from another public agency for a minimum of 25 years and renewable in perpetuity) by the close of the submission period, March 12, 2002. School board property is ineligible. Include a copy of the site control documents (e.g., deed, lease, etc.).

(Please Tab as Exhibit "L")

3. Project Location: Street Address: Poggy Place Road

City Fernandina Beach County Nassau Zip Code: 32034

*If the project is not located in a city, list the city nearest to the project site.*

4. Legislative Districts in which the Project Site is located: These should be the districts in which the proposed project site is located. If you are not sure of the districts, contact your local office of the Supervisor of Elections.

State Senator Richard Mitchell Senate District Number 4

State Representative Aaron Bean House District Number 12

5. Congressional District in which the project is located:

U.S. Congressman Anders Crenshaw Congressional District Number 4

6. Briefly describe the project site: Include land resources, water resources, vegetation, fish and wildlife, historical/archaeological resources.

The North End Nature Center and Marine Park site is an undeveloped 40.5 acre parcel, consisting of 10.5 acres of upland and 30 acres of marsh. Its boundaries include the Amelia River to the west, Cumberland Sound to the north, marsh/wetland and Egan Creek to the south, and historic Fort Clinch to the east.

This site contains two significant wildlife ecosystems, a maritime hammock and a tidal salt marsh. The maritime hammock contains native vegetation (i.e. southern magnolia, yaupon holly, and saw palmetto), which provides valuable upland areas for wildlife to nest, feed, rest, den, and breed.

The tidal salt marsh is an extremely productive ecosystem providing the basis of the food chain for many invertebrate, bird, mammal and reptile species (i.e. eastern indigo snake, great crested flycatchers, yellow bat, and gopher tortoise). This lush biological habitat also provides valuable nursery, spawning, and feeding areas for most of the ocean's fishes, mammals, shrimp, crabs, and oysters.

### C. FINANCIAL INFORMATION

*Total Project Cost (Line F) must equal the grant request (Line A) plus the total local funds available (Line E). This figure (Line F) should not total more than \$400,000 for the purpose of this application.*

1. LWCF Funds Requested: Line A \$ 200,000

2. Local Funds Available:

a. Cash: Line B \$ 261,500

b. In-Kind Line C \$                     

c. Land Value Line D \$                     

(Only the value of donated real property is eligible as match and applicant must Not have taken title yet unless a waiver of retroactivity has been granted by DEP)

Total Local Funds Available Line E \$ 261,500

Sum of lines B, C, and D

3. Total Cost of Proposed Project Line F \$ 461,500\*

Sum of lines A and E

4. Project Cost Estimate (COMPLETE ONLY FOR DEVELOPMENT PROJECTS): *The project cost estimate break down is on the following page of this application. If donated land value is used as match, it should be included under primary cost. Primary costs include all recreation facilities and opportunities. Primary cost must be equal to or greater than fifty percent of the total cost. Attach a separate sheet if needed. 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 6 of this application. The site plan must correlate with the project boundary map and cost estimate. The site plan must CLEARLY DELINEATE between facilities/opportunities currently existing, facilities proposed for funding (page 6) in this application and facilities planned for future development. Please color code your site plan to indicate facilities that are existing, proposed for funding and planned for future development (not in this project.)*  
(Please Tab As Exhibit "H")

- Please note that this estimated total cost includes a 15% contingency equal to \$69,225.00.
- These cost analyses are based on estimations provided by area contractors and nothing contractual has been established to date.

**TOTAL COST OF PROPOSED PROJECT**  
\$ 461,500

| S<br>N<br>O<br>I<br>T<br>A<br>V<br>O<br>N<br>E<br>R | W<br>E<br>N | Total Support |                   |
|---|-------------|---------------|-------------------|
|   |             | Quantity      | Description       |
|   |             | 1             | Restroom Facility |
|   |             |               | Estimated Cost    |
|   |             |               | \$ 42,000         |
|   |             |               | \$ 42,000         |

**SUPPORT FACILITIES AND IMPROVEMENTS:** Parking, restrooms, landscaping, security lighting, and such other costs should be included under support costs. Costs of planning and site preparation should be included within the cost of each element. Amenities such as benches, trash cans, utilities, water fountains, or bike racks will receive no points when being scored.

| S<br>N<br>O<br>I<br>T<br>A<br>V<br>O<br>N<br>E<br>R | W<br>E<br>N | Total Primary |                              |
|---|-------------|---------------|------------------------------|
|   |             | Quantity      | Description                  |
|   |             | 410' lin. ft. | Walking Trails/Gang Way      |
|   |             | 2             | Fishing Piers                |
|   |             | 1             | Pavilion (Picnic Facilities) |
|   |             |               | Estimated Cost               |
|   |             |               | \$ 209,750                   |
|   |             |               | \$ 157,313                   |
|   |             |               | \$ 52,437                    |
|   |             |               | \$ 419,500                   |

**PRIMARY RECREATION AREAS AND FACILITIES:** Including, but not limited to, beach access, picnic facilities, fishing piers, ballfields, tennis courts, bicycle trails, etc. Costs of planning and site preparation should be included within the cost of each element.

PART II - EVALUATION CRITERIA

A. 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? (20 points)

  X   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? (10 points)

       Yes        No

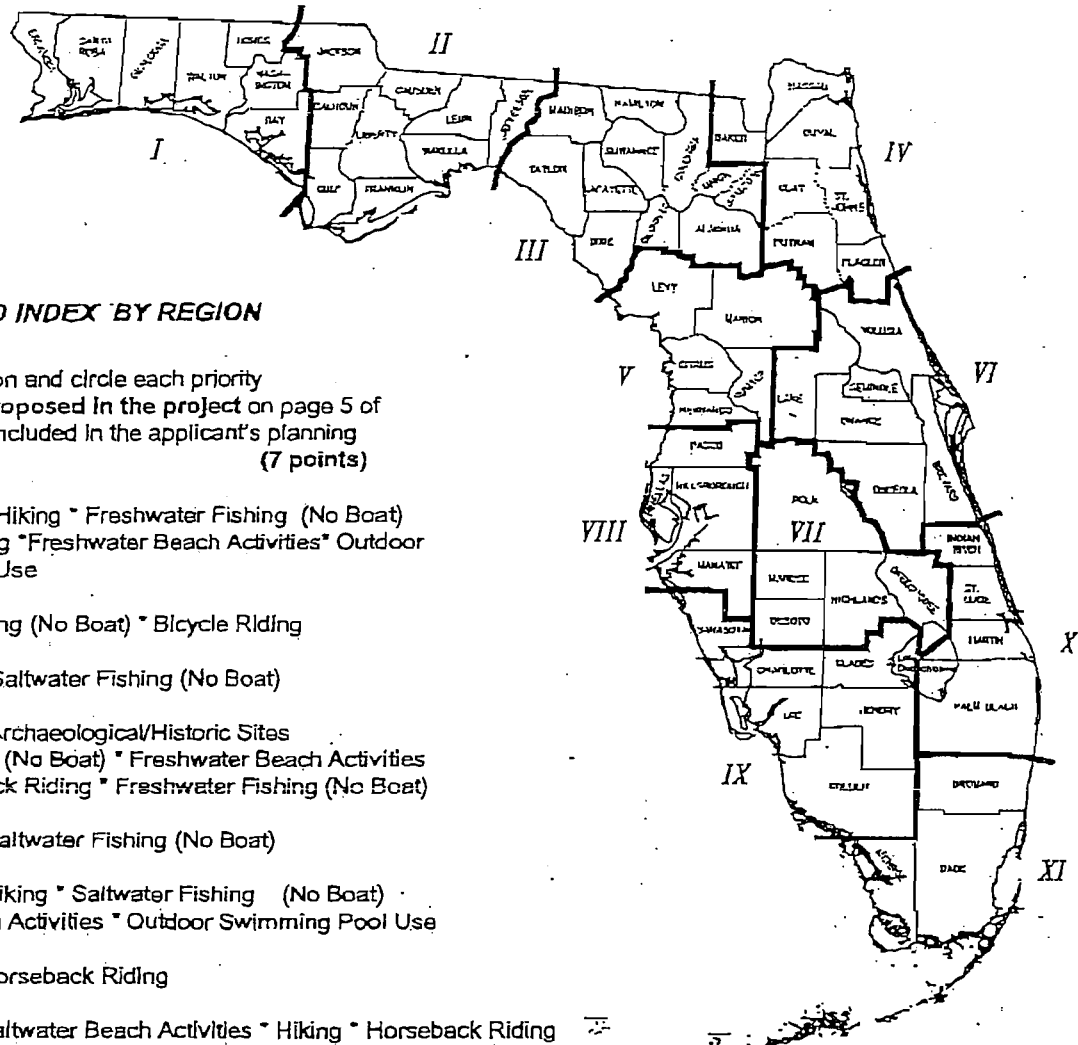
*If "Yes," provide 1.) a copy of the five-year capital improvement schedule included in the applicant's adopted Local Comprehensive Plan and 2.) a letter from the agency's chief administrator certifying the five year capital improvement schedule is officially adopted — OR — copy of a resolution amending the existing schedule to include the proposed project. The capital improvements schedule must clearly indicate the proposed project by name, amount and year. County or City budgets are not the same as capital improvement schedules and are not acceptable. Please highlight project name, amount and year.*

(Please 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 - 1994 (SCORP)**. Provide quotations or other appropriate references with explanations to justify the correlation. (Please tab as Exhibit "B") (4 points)





### B. 1995 RELATIVE NEED INDEX BY REGION

Locate the applicant's region and circle each priority resource/facility need as proposed in the project on page 5 of this application which is included in the applicant's planning region: (7 points)

- ☐ I Bicycle Riding \* Hiking \* Freshwater Fishing (No Boat)  
Horseback Riding \* Freshwater Beach Activities \* Outdoor  
Swimming Pool Use
- ☐ II Freshwater Fishing (No Boat) \* Bicycle Riding
- ☐ III Bicycle Riding \* Saltwater Fishing (No Boat)
- ☒ IV Bicycle Riding \* Archaeological/Historic Sites  
Saltwater Fishing (No Boat) \* Freshwater Beach Activities  
Hiking \* Horseback Riding \* Freshwater Fishing (No Boat)
- ☐ V Bicycle Riding \* Saltwater Fishing (No Boat)
- ☐ VI Bicycle Riding \* Hiking \* Saltwater Fishing (No Boat)  
Freshwater Beach Activities \* Outdoor Swimming Pool Use
- ☐ VII Bicycle Riding \* Horseback Riding
- ☐ VIII Bicycle Riding \* Saltwater Beach Activities \* Hiking \* Horseback Riding  
Hunting \* Outdoor Swimming Pool Use
- ☐ IX Bicycle Riding \* Freshwater Beach Activities \* Nature Study \* Hiking  
Horseback Riding \* Hunting \* Outdoor Swimming Pool Use \* Shuffleboard
- ☒ X Bicycle Riding \* Freshwater Fishing (No Boat) \* Hiking \* Horseback Riding  
Saltwater Fishing (No Boat) \* Freshwater Beach Activities \* Outdoor Swimming Pool Use
- ☐ XI Horseback Riding \* Hiking \* Hunting \* Freshwater Fishing (No Boat)  
Freshwater Beach Activities \* Tent Camping \* Outdoor Swimming Pool Use

## 3. PUBLIC PARTICIPATION

Public Participation — Indicate which of the following 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. (Check ALL that apply):

  X   A

An advertised public meeting was held solely for the purpose of discussing the proposed project. Attach a copy of proof of publication for the advertisement. Meeting must be for the **SOLE PURPOSE** of discussing the project proposed in the application. The advertisement should indicate that the purpose of the meeting is to discuss a LWCF grant for this project site. (Please tab as Exhibit "C-1") (10 points)

  X   B.

The project was discussed at a regularly scheduled meeting of the applicant's advisory board responsible for park, recreation and leisure service activities. Provide a copy of the agenda and/or 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. Discussion must take place at a regularly scheduled meeting. 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.** (Please tab as Exhibit "C-2") (7 points)

  X   C.

Public input on the proposed project was obtained through presentations to community organizations, neighborhood associations and/or a written opinion survey. Provide documentation (agendas, minutes or thank-you letter from an organization, etc.) showing that presentations regarding this project were made to community organizations or groups OR provide a copy of the survey instrument AND a summary of the results and explain how the results relate to the proposed project. Letters of support are not acceptable to receive points. (Please tab as Exhibit "C-3") (4 points)

## 4. LINEAR PARK

The proposed project is for linear park purposes. A Linear Park is defined as an active or passive outdoor recreation area of linear design that provides or connects recreation, park land or open space areas.

  X   Yes        No

(13 points)

## 5. PRESERVATION PURPOSES

The proposed project is also for preservation purposes (e.g. historical, archaeological, cultural etc.). This question addresses preservation of historic, archaeological and/or cultural sites. Contact the Department of State at (850) 487-2333 if this applies to the proposed project. A letter from the Department of State is required to verify a "yes" response to this question. (Please tab as Exhibit "D") (7 points)

       Yes   X   No

## 6. OPERATION AND MAINTENANCE

Capability to develop, operate and maintain the project site: (Please check **ONLY one**):

  X  

The applicant has a full-time recreation or park department staffed to provide facility development, programming and maintenance. If this option is selected, provide a copy of an agency organizational chart. A brief position description may be requested if clarification is needed. (Please tab as Exhibit "E") (8 points)

**B. 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).* (5 points, if undeveloped)

None

**2. NEW FACILITIES OR OPPORTUNITIES (Please check only one)**

The project provides for new development of:

☒ 3 or more facilities or opportunities (15 points)

☐ 2 facilities or opportunities (10 points)

☐ 1 facility or opportunity (5 points)

**3. RENOVATION OF EXISTING FACILITIES (Please check only one)**

The project provides renovation for:

☐ 3 or more facilities (13 points)

☐ 2 facilities (9 points)

☐ 1 facility (4 points)

**4. SUPPORT FACILITIES**

The project provides new or renovated support facilities (i.e. parking, restrooms, utilities).

(15 points)

☒ Yes ☐ No

**5. ACCESS TO WATER RESOURCES**

The project provides developed pedestrian access to or along water resources (i.e. trails, boardwalks, dune walkovers, etc.)

(7 points)

☒ Yes ☐ No

**6. USE OF WATER RESOURCES**

The project provides facilities for recreational use of water resources (boat ramps, swimming docks, fishing piers, etc.).

(12 points)

☒ Yes ☐ No

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

- A. List the facilities provided by the project 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. The study entitled "Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida" has an effective date of December 1995. (See attached pages 14-18 for Priority Ranked Index Clusters. (12 points)

Cluster II- Support Facility  
Cluster II- Picnic Facility  
Cluster V- Fishing Pier  
Cluster V- Nature Trails  
Cluster V- Beach (water) Access

- B. The proposed project in whole or in part addresses the highest priority of infrastructure funding needs for the applicant's population density as set forth in the study titled "Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida" has an effective date of December 1995. Use the table below to determine in which priority funding need ranking the project falls. (Check ONLY one):

X Highest Priority Funding Need (13 points)

Second Highest Priority Funding Need (8 points)

| Population Density 1 - Population Under 10,000     |              |       |
|--|--------------|-------|
| Rank   | Funding      | Index |
| 1  | Construction | 87.7  |
| 2  | Renovation   | 84.0  |
| Population Density 2 - Population 10,000 to 24,999 |              |       |
| Rank   | Funding      | Index |
| 1  | Renovation   | 86.9  |
| 2  | Construction | 79.8  |
| Population Density 3 - Population 25,000 to 49,999 |              |       |
| Rank   | Funding      | Index |
| 1  | Construction | 88.8  |
| 2  | Renovation   | 76.7  |
| Population Density 4 - Population 50,000 to 99,999 |              |       |
| Rank   | Funding      | Index |
| 1  | Construction | 93.8  |
| 2  | Renovation   | 91.8  |
| Population Density 5 - Population 100,000 and Over |              |       |
| Rank   | Funding      | Index |
| 1  | Renovation   | 97.4  |
| 2  | Construction | 82.2  |

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

Outdoor Facility Needs Ranked by Priority Index: Population Density 4

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

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