



# Agenda Report

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## Consent

---

F.11.

7/9/2024

---

### Subject:

Approval, Re: Grant application with the Florida Division of Emergency Management's Hazard Mitigation Grant Program for wildfire mitigation at Erna Nixon Park, 1200 Evans Road, West Melbourne, FL (District 5).

### Fiscal Impact:

If selected for the grant, the project would receive up to 75% of the \$65,076 project estimate with a local match of \$16,269 from Parks and Recreation Fund 1019 cost center 250410 (repair and maintenance).

### Dept/Office:

Parks and Recreation Department

### Requested Action:

It is requested that the Board approve and authorize the Chair to sign the grant application; authorize the County Manager to sign the grant agreement, any amendments, or renewals, upon County Attorney and Risk Management approval; and authorize the County Manager to execute any necessary Budget Change Requests.

### Summary Explanation and Background:

Erna Nixon Park is a 53.93-acre urban community park situated on property owned by the State of Florida. The Park contains a 3,000-foot path with elevated boardwalks through a natural Florida hammock, a pavilion with picnic tables, a nature center classroom with small animal displays, office space, public restrooms, and supporting infrastructure. The park relies on fire lines through heavily wooded areas to prevent the uncontrolled spread of fire. The grant funds will be used to widen existing fire perimeter lines and clear underbrush and fuel load to reduce fire vulnerability. This retroactive action is sought because the grant submission deadline was June 7, 2024. If permission is not given, the application will be withdrawn.

### Clerk to the Board Instructions:

Please send Clerk to the Board Memorandum to Mary Ellen Donner at [maryellen.donner@brevardfl.gov](mailto:maryellen.donner@brevardfl.gov) <<mailto:maryellen.donner@brevardfl.gov>>.



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001  
Fax: (321) 264-6972  
Kimberly.Powell@brevardclerk.us

July 10, 2024

**M E M O R A N D U M**

**TO:** Mary Ellen Donner, Parks and Recreation Director

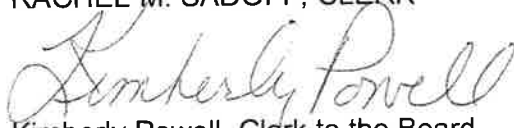
**RE:** Item F.11., Approval of Grant Application with the Florida Division of Emergency Management's Hazard Mitigation Grant Program for Wildfire Mitigation at Erna Nixon Park, 1200 Evans Road, West Melbourne

The Board of County Commissioners, in regular session on July 9, 2024, approved and authorized the Chair to sign the Grant Application with Florida Division of Emergency Management's Hazard Mitigation Grant Program for wildfire mitigation at Erna Nixon Park; authorized the County Manager to sign the Grant Agreement, any amendments, or renewals, upon County Attorney and Risk Management approval; and authorized the County Manager to execute any necessary Budget Change Requests (BCR). Enclosed is the signed Grant Application.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
RACHEL M. SADOFF, CLERK

  
Kimberly Powell, Clerk to the Board

/tr

Encl. (1)

cc: Finance  
Budget

**B. Applicant Information:**

**FEMA-4734-DR-FL**

**DISASTER NAME: Hurricane Idalia - Mitigation**

**Title of Project: Erna Nixon Wildfire Mitigation Project**

1. Applicant (Organization): **Brevard County Parks and Recreation Department**
2. Applicant Type: ☒ State or Local Government ☐ Native American Tribe ☐ Private Non-Profit ☐ Special District
3. County: **Brevard**
4. State Legislative Senate District(s): **19**; State Legislative House District(s): **32 and 33** ;  
Congressional House District(s): **8**
5. Federal Tax I.D. Number: **59-6000523**
6. Data Universal Numbering System (DUNS): **783248370**
7. Federal Information Processing Standards (FIPS) Code\*: **12009** *(\*if your FIPS code is not known, see guidance)*
8. National Flood Insurance Program (NFIP) Community Identification Number: **125092**  
*(this number can be obtained from the FIRM map for your area)*
9. **Point of Contact:** (Applicant staff serving as the coordinator of project)

☐ Ms. ☒ Mr. First Name: **Steven** Last Name: **Kimball**  
Title: **Assistant Director, Maintenance and Construction**  
Address: **2725 Judge Fran Jamieson Way**  
City: **Viera** State: **FL** Zip Code: **32940**  
Telephone: **321-633-2046** Email: **steven.kimball@brevardfl.gov**

**10. Application Prepared by:**

☐ Ms. ☒ Mr. First Name: **Steven** Last Name: **Kimball**  
Title: **Assistant Director, Maintenance and Construction**  
Address: **2725 Judge Fran Jamieson Way**  
City: **Viera** State: **FL** Zip Code: **32940**  
Telephone: **321-633-2046** Email: **steven.kimball@brevardfl.gov**  
Organization: **Brevard County Parks and Recreation Department**

**11. Authorized Applicant Agent (proof of authorization authority required)**

☐ Ms. ☒ Mr. First Name: **Jason** Last Name: **Steele**  
Title: **Chairman, Brevard County Board of County Commissioners**  
Address: **490 Centre Lake Drive Suite 175**  
City: **Palm Bay** State: **FL** Zip Code: **32907**  
Telephone: **321-253-6611** Email: **jason.steele@brevardfl.gov**

**Signature:** 

**Date:** **JUL 09 2024**

**12. Local Mitigation Strategy (LMS) Compliance**

- a. All proposed projects must be included in the county's Local Mitigation Strategy (LMS) Project List, and on file with FDEM's Mitigation Bureau Planning Unit. Does your jurisdiction have a current FEMA Approved Mitigation Plan and this project is listed? ☒ Yes ☐ No
- b. Attached is a letter of endorsement for this project from the county's LMS Coordinator. ☒ Yes ☐ No  
Ensure the LMS endorsement letter contains both the Total Estimated Projects Cost (Section IV. D.), along with the Estimated Federal Share (Section IV. I.1.) allocated to this project.
- c. The LMS project list and endorsement letter both have an estimated cost column and Federal Share amount that is within \$500.00 between the two. ☒ Yes ☐ No

13. Has this project been submitted under a previous disaster event? ☒ No  
☐ Yes, provide the disaster number and project number (as applicable): \_\_\_\_\_

## Section II – Project Description

### A. Hazards to be Mitigated / Level of Protection

1. Select the type of hazards the proposed project will mitigate:  
☐ Flood ☐ Wind ☐ Storm surge ☒ Wildfire ☐ Other (list): \_\_\_\_\_
2. Identify the type of proposed project:  
☐ Elevation and retrofitting of residential or non-residential structure  
☐ Acquisition and Relocation ☐ Acquisition and Demolition  
☐ Wind retrofit ☐ Drainage project that reduces localized flooding  
☐ Generator ☒ Other (explain) Wildfire mitigation - fire line reconstruction
3. List the total number of persons that will be protected by the proposed project (include immediate population affected by the project only):  
**0**
4. List how many acres of "Total Impacted Area" is to be protected by the proposed project (include immediate area affected by the project only):  
**53.93**
5. Fill in the level of protection and the magnitude of event the proposed project will mitigate. (e.g. 23 structures protected against the 100-year storm event (1% chance)  
**1** structure(s) protected against the \_\_\_\_\_ -year storm event (10, 25, 50, 100, or 500 year storm event)  
**1** structure(s) protected against \_\_\_\_\_ mile per hour (mph) winds
6. Check **all** item(s) the project may impact:

<input checked="" type="checkbox"/> Wetlands	<input type="checkbox"/> Water Quality	<input type="checkbox"/> Previously Undisturbed Soil
<input type="checkbox"/> Floodplain	<input type="checkbox"/> Coastal Zone	<input type="checkbox"/> Toxic or Hazardous Substances
<input type="checkbox"/> Historic Resources	<input type="checkbox"/> Fisheries	<input checked="" type="checkbox"/> Threatened & Endangered Species
<input checked="" type="checkbox"/> Vegetation Removal	<input type="checkbox"/> Public Controversy	<input checked="" type="checkbox"/> Potential for Cumulative Impacts
<input type="checkbox"/> Health & Safety	<input type="checkbox"/> Other _____	
7. **Engineered projects:** If your project has been already designed and engineering information is available, attach to your application **ALL** calculations, H&H study and design plans (e.g. Drainage Improvement, Erosion Control, or other special project types). ☐ No ☐ Yes If so, see Attachment #(s) \_\_\_\_\_.

### B. Project Description, Scope of Work, and Protection Provided (Must be Completed in Detail)

Describe, in detail, the existing problem, the proposed project, and the scope of work. Explain how the proposed project will **solve** the problem(s) and provide the level(s) of protection described in Part A. Also, if available, attach a vendor's estimate and/or a contractor's bid for the scope of work. **Ensure that each proposed project is mitigation and not maintenance.**

1. Describe the existing problems:  
Erna Nixon Park is a 53.93-acre urban community park situated on property owned by the State of Florida. The park contains a 3,000 foot (910 m) elevated boardwalk winding through a natural Florida hammock, a pavilion with picnic tables, a nature center classroom with small animal displays, office space, public restrooms and supporting infrastructure. The park is a poor candidate for controlled burns to reduce fuel load due to its proximity to urban development, a major medical facility, and the Melbourne Orlando International Airport. Therefore, the park relies on fire lines through heavily wooded areas to prevent the uncontrolled spread of fire. The existing fire perimeter lines require widening and underbrush and fuel load clearing to reduce fire vulnerability.
2. Describe the type(s) of protection that the proposed project will provide:  
Fire breaks will prevent wildfire from spreading uncontrolled through the park, adjacent airport and medical center and surrounding residential communities
3. Scope of Work (describe in detail what you are planning to do):  
Reestablishing fire lines down to dirt 8-10ft wide on ~55 acres surrounding the perimeter of the property.

4. Describe any other on-going or proposed projects in the area that may impact, positively or negatively, the proposed HMGP Project:

none

### Section III – Project Location (Fully describe the location of the proposed project.)

#### A. Site

1. Describe the physical location of this project, including street numbers (or neighborhoods) and project site zip code(s). Provide precise longitude and latitude coordinates for the site utilizing a hand-held global positioning system (GPS) unit or the equivalent:

Site Location: **Erna Nixon Park, West Melbourne Florida, is located adjacent South of the Melbourne Orlando International Airport and approximately .5 miles North of West New Haven Avenue. The park entrance is on Evans Road.**

Address(es): **1200 Evans Road, West Melbourne FL 32904**

GPS coordinates (decimal degree format): **28.090927, -80.655864**

Project Zip Code(s): **32904**

2. Titleholder: **Florida**
3. Is the project site seaward of the Coastal Construction Control Line (CCCL)? ☐ Yes ☒ No
4. Provide the number of each structure type (listed below) in the project area that will be affected by the project. Include *all* structures in project area.

<input type="checkbox"/> Residential property: _____	<input checked="" type="checkbox"/> Public buildings: <u><b>1</b></u>
<input type="checkbox"/> Businesses/commercial property: _____	<input type="checkbox"/> Schools/hospitals/houses of worship: _____
<input type="checkbox"/> Other: _____	

#### B. Flood Insurance Rate Map (FIRM) Showing Project Site

1. <input checked="" type="checkbox"/> Attach one (1) copy of the FIRM map, a copy of the panel information from the FIRM, and, if available, the Floodway Map. <b>FIRM maps are required for this application (if published for your area). Also, all attached maps must have the project site and structures clearly marked on the map.</b> FIRMs are typically available from your local floodplain administrator who may be located in a planning, zoning, or engineering office. Maps can also be ordered from the Map Service Center at 1-800-358-9616. For more information about FIRMs, contact your local agencies or visit the FIRM site on the FEMA Web-page at <a href="https://msc.fema.gov/portal">https://msc.fema.gov/portal</a> .	
2. Using the FIRM, determine the flood zone(s) of the project site (Check all zones in the project area) (See FIRM legend for flood zone explanations) (A Zone must be identified)	
<input type="checkbox"/> VE or V 1-30	<input type="checkbox"/> AE or A 1-30
<input type="checkbox"/> AO or AH	<input type="checkbox"/> A (no base flood elevation given)
<input type="checkbox"/> B or X (shaded)	<input checked="" type="checkbox"/> C or X (unshaded)
<input type="checkbox"/> Floodway	<input type="checkbox"/>
<input type="checkbox"/> Coastal Barrier Resource Act (CBRA) Zone (Federal regulations strictly limit Federal funding for projects in this Zone; coordinate with your state agency before submitting an application for a CBRA Zone project).	
3. <input type="checkbox"/> If the FIRM Map for your area is not published, attach a copy of the Flood Hazard Boundary Map (FHBM) for your area, with the project site and structures clearly marked on the map.	
4. <input type="checkbox"/> Attach a copy of a Model Acknowledgement of Conditions for Mitigation in Special Flood Hazard Area	

#### C. Maps with Project Site and Photographs

1. ☒ Attach a copy of a city or county scale map (large enough to show the entire project area) with the project site and structures marked on the map.
2. ☒ Attach a USGS 1:24,000 TOPO map with project site **clearly** marked on the map.
3. ☐ For **acquisition** or **elevation** projects, include copy of Parcel Map (Tax Map, Property Identification Map, etc.) showing each property to be acquired or elevated. Include the Tax ID numbers for each parcel, and Parcel information – including year built and foundation.
4. ☒ Attach photographs (at a minimum 4 photographs) for each project site per application. The photographs should be representative of the project area, including any relevant streams, creeks, rivers, etc. and drainage areas that affect the project site or will be affected by the project, and labeled. For each structure, include the following angles: front, back and both sides.

## **Section IV – Budget/Costs**

In order to assist applicants with filling out the following Budget section, we have provided the following instructions for your convenience. For this section, we ask that you provide details of all the estimated costs of the project, as it is used for the benefit-costs analysis as well as for the feasibility and effectiveness review.

For the cost sections relating to Materials, Labor, and Fees, it is important to note,

- Lump sums without supporting documentation showing a breakdown of those costs are not acceptable. For those items that will not fit in the spaces provided, attach the appropriate documentation to your application.
- Identify your match sources in sections B and I.
- Sub-Total cells will auto sum the costs in their respective columns.
- Do not factor management costs into parts A-C. If management costs are being requested, see part G.
- Contingency Costs need to be justified and reported as a separate line item in part E of this section. From left to right in that part, enter the desired percentage (maximum 5% of Material/Labor), the amount the percentage is to be applied to, and the resulting amount. **PLEASE NOTE-** These cells will not auto-calculate across the row, but the final cell will be calculated into the Final Project Cost below it. Take care that everything is calculated correctly.
- Pre-Award Costs: costs must be identified as a separate line item, AND a completed HMGP Pre-Award Cost Request Form **MUST** be submitted with this application, detailing the items/cost and requested start date.
- Mark all In-kind (donated) services with (\*\*); In-house (employee) services with (\*\*\*), per each line item.
- All funding sources (In-kind, In-house, Global Match, and Other Agencies) must be identified (below) AND identified on the Funding Sources - Section IV I.

For project management costs, in compliance with Disaster Relief and Recovery Act of 2018 (DRRA) and the subsequent FEMA Interim Policy #104-11-1, the Florida Division of Emergency Management has included a section for applicants to request, or refuse, project management funds that are available to them. Under this new policy, HMGP projects awarded under disasters declared on or after August 1, 2017, are eligible for project management costs up to 5 percent of their total project costs.

Applicants choosing to apply for this funding must detail the specific administrative costs in Part G of this section. These costs must be eligible administrative costs, conforming to the requirements set in 2 CFR Part 200 Subpart E. Applicants must ensure that their administrative costs are reasonable, allowable, allocable, and necessary for the performance of the federal award.

The State will allot these management costs on a project-by-project basis per the amount requested by the sub-recipient, up to 5 percent of the total project cost. A sub-recipient may request less than this, but no higher. These management costs will be considered a separate pool of funding, and **WILL NOT** affect a project's benefit-cost analysis.

Management costs will be reimbursed per reimbursement request, and no more than 5 percent of any given reimbursement request amount. All management costs reimbursements will be contingent upon adequate documentation from the sub-recipient.

Management costs will be reimbursed at 100 percent of the amount of management costs requested, so far as they are adequately documented and are no more than 5 percent of the request. Any unused management costs at closeout following the final payment will be de-obligated. If the final total project cost results in an under-run, management costs will be reduced accordingly.

Applicants must make the determination to request or refuse management costs at the time of formal application submittal. The State will accept the initial determination from the applicant. There will be no recourse from the State for applicants wishing to change their initial determination after the application has been formally submitted.

### A. Materials

<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Cost per Unit</u>	<u>Cost</u>
			<b><u>Sub-Total</u></b>	<b>\$0.00</b>

**B. Labor** Include equipment costs. Indicate all "soft" or in-kind matches (\*\*).

<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Cost</u>
Reestablishing fire lines down to dirt 8-10ft wide on 55 acres surrounding the perimeter of the property. 2 crews at 232hrs each crew	464	\$140.25	\$65,076.00
<b><u>Sub-Total</u></b>			<b>\$65,076.00</b>

**C. Fees Paid** Include any other costs associated with the project.

<u>Description of Task</u>	<u>Hours</u>	<u>Rate</u>	<u>Cost</u>
*Pre-Award			
<b><u>Sub-Total</u></b>			<b>\$0.00</b>

<b>D.</b>	<b>Total Estimated Project Cost</b>	<b>\$65,076.00</b>
-----------	-------------------------------------	--------------------

<b>E. Contingency Costs (maximum 5% of Material/Labor)</b>	<b>%</b>
--	----------

<b>F.</b>	<b>Final Project Cost</b>	<b>\$65,076.00</b>
-----------	---------------------------	--------------------

**Note:** To be eligible for HMGP Pre-Award costs – the costs must be identified as a separate line item in the estimate above, AND a



Mark all In-kind (donated) services with (\*\*); In-house (employee) services with (\*\*\*), per each line item.  
All funding sources (In-kind, In-house, Global Match, and Other Agencies) must be identified (above) AND identified on the Funding Sources - Section IV I.

Based on the amount of total project cost being requested in Part D (above), your project is eligible for up to an additional 5% of that amount for project management costs. Indicate below whether or not you would like to request these funds and follow the directions for your selected choice.

\$3,253.80

- ☐ **YES**, I would like to request these funds (Fill out the Itemized table below, then continue to Part I)\*
- ☒ **NO**, I do not wish to request these funds. (continue to Part I)\*

[illegible]

<b>H.</b>	<b>Total Estimated Management Costs Requested</b>	<b><u>\$0.00</u></b>
-----------	---	----------------------

**\*Note:** By selecting either “yes” or “no” the applicant is acknowledging that they understand what is being offered to them as it is described in this application.

**I. Funding Sources** (round figures to the nearest dollar)

**The maximum FEMA share for HMGP projects is 75%.** The other 25% can be made up of State and Local funds as well as in-kind services. HMGP funds may be packaged with other Federal funds, but other Federal funds (except for Federal funds that lose their Federal identity at the State level, such as CDBG, and certain tribal funds) may not be used for the Non-Federal share of the costs.

1.	<b>Estimated Federal Share</b>	<u>\$48,807.00</u>	<u>75</u>	% of Total	(Maximum 75%)
2.	<b>Non-Federal Shares</b>				
3.	Estimated Local Shares	<u>\$16,269.00</u>	<u>25</u>	% of Total	(Cash)
4.		<u></u>		% of Total	(In-Kind**)
5.		<u></u>		% of Total	(In-House***)
6.		<u></u>		% of Total	(Global Match****)
7.	<b>Other Agency Share</b> (Identify Non-Federal Agency and availability date)	<u></u>		% of Total	
		<u></u>			
8.	<b>Total Funding sources from above</b>	<u>\$65,076.00</u>	<u>100.00%</u>	<b>Total</b>	(Equals 100%)

- ☐ \*\*Identify proposed eligible activities directly related to project to be considered for In-Kind services in Section IV.C. Fees
- ☐ \*\*\*Identify proposed eligible activities directly related to project to be considered for In-House services in Section IV.C. Fees
- ☐ \*\*\*\*Separate project applications must be submitted for each Global Match project.

Global Match Project Number and Title: \_\_\_\_\_

9.	<b>Total Estimated Management Costs</b>	<b>Requested Available</b>	<u>\$3,253.80</u>	5% of Total (Max Allowed)
----	---	----------------------------	-------------------	---------------------------

## J. Project Milestones/Schedule of Work

List the major milestones in this project by providing an estimated time-line for the critical activities not to exceed a period of 3 years (36-months) of performance. (e.g. **Contracting, Designing, Engineering, Permitting, Inspections, closeout, etc.**)

<b>Milestone(s)</b>	<b>Number of Months to Complete</b>
Permitting	1
Local Inspections and compliance	1
Construction/Installation	1
State Final Inspections/Compliance	1
<b>Total</b>	<b>Months</b>

## **Section V. Environmental Review and Historic Preservation Compliance**

**(NOTE: This application cannot be processed if this section is not completed.)**

Because the HMGP is a federally funded program, all projects are required to undergo an environmental and historic preservation review as part of the grant application process. Moreover, all projects must comply with the National Environmental Policy Act (NEPA) and associated Federal, State, Tribal, and Local statutes to obtain funding. **NO WORK can be done prior to the NEPA review process. If work is done on your proposed project before the NEPA review is completed, it will NOT be eligible for Federal funding.**

### **A. The following information is required for the Environmental and Historic Preservation review:**

*All projects must have adequate documentation to determine if the proposed project complies with NEPA and associated statutes. The State Environmental Staff provide comprehensive NEPA technical assistance for Applicants, with their consent, to complete the NEPA review. The type and quantity of NEPA documents required to make this determination varies depending upon the project's size, location, and complexity. However, at a minimum, provide the applicable documentation from this section to facilitate the NEPA compliance process.*

1. ☒ Detailed project description, scope of work, and budget/costs (Section II and Section IV of this application).
2. ☒ Project area maps (Section III, part B & C of this application).
3. ☒ Project area/structure photographs (Section III, part C of this application).
4. ☒ Preliminary project plans.
5. ☒ Project alternatives description and impacts (Section V of the application).
6. ☒ Complete the applicable project worksheets.  
Documentation showing dates of construction are required for all structures.
7. ☒ Environmental Justice – Provide any applicable information or documentation regarding low income or minority populations in the project area. See Section V.B of this application for details.
8. ☒ Provide any applicable information or documentation referenced on the *Information and Documentation Requirements by Project Type* below.

### **B. Executive Order 12898; Environmental Justice for Low Income and Minority Population:**

1. Are there low income or minority populations in the project area or adjacent to the project area?  
☒ No ☐ Yes; describe any disproportionate and adverse effects to these populations:  
None. The project is within the confines of the park and will not affect park visitors or adjacent businesses and residences.
2. ☒ To help evaluate the impact of the project, explain below or attach any other information that describes the population, or portion of the population, that would be either disproportionately or adversely affected. Include specific efforts to address the adverse impacts in your proposal narrative and budget.  
None. The project is within the confines of the park and will not affect park visitors or adjacent businesses and residences.

### C. Tribal Consultation (Information Required)

Section 106 of the National Historic Preservation Act (NHPA) requires federal agencies to take into account the effect of their undertakings on historic properties. The NHPA requires that agencies must complete this process prior to the expenditure of any Federal funds on the undertaking. A Tribal Consultation is required for any project disturbing ground or moving soil, including but not limited to: drainage projects; demolition; construction; elevation; communication towers; tree removal; utility improvements.

1. Describe the current and future use of the project location. A land use map may be provided in lieu of a written description.

N/A. Land use will remain the same as it is under State of Florida Lease #2925. Erna Nixon Park Land Use plan is attached.

2. Provide information on any known site work or historic uses for project location.

none

- ☒ Attach a copy of a city or county scale map (large enough to show the entire project area) with the horizontal limits (feet) and vertical depths (square feet) of all anticipated ground disturbance of 3 inches or more.

### D. Alternative Actions (Information Required)

The NEPA process requires that at least two alternative actions be considered that address the same problem/issue as the proposed project. In this section, list **two feasible** alternative projects to mitigate the hazards faced in the project area. One alternative is the "No Action Alternative".

#### 1. No Action Alternative

Discuss the impacts on the project area if no action is taken.

if no action is taken, risk of unnecessary loss increases in the event of a wildfire.

#### 2. Other Feasible Alternative

Describe a feasible alternative project that would be the next best solution if the primary alternative is not accomplished. This could be an entirely different mitigation method or a significant modification to the design of the current proposed project. Include a Scope of Work, engineering details (if applicable), estimated budget and the impacts of this alternative. Complete *all* of parts **a-e** (below).

##### a. Project Description for the Alternative

Describe, in detail, the alternative project, and explain how the alternative project will solve the problem(s) and/or provide protection from the hazard(s). Also, provide pros and cons for this alternative and a reason for why it was not selected.

Alternative #1: Project may be attempted using in-house Parks and Recreation maintenance staff on a time available basis or contracted out at Department expense (100%). The in-house labor alternative will take much longer to accomplish than a funded HMGP project because of the limited maintenance staff available to accomplish the work.

##### b. Project Location of the Alternative (describe briefly, if different from proposed project)

Same

- ☒ Attach a map or diagram showing the alternative site in relation to the proposed project site (if different from proposed project)

##### c. Scope of Work for Alternative Project

same

##### d. Impacts of Alternative Project

Discuss the impact of this alternative on the project area. Include comments on these issues as appropriate: Environmental Justice, Endangered Species, Wetlands, Hydrology (Upstream and Downstream Surface Water Impacts), Floodplain/Floodway, Historic Preservation and Hazardous Materials.

same

**e. Estimated Budget/Costs for Alternative Project**

In this section, provide details of all the estimated costs of the alternative project (round figures to the nearest dollar). A lump sum budget is acceptable.

Materials:	
Labor:	\$65,076.00
Fees:	
<b>Total Estimated Project Cost:</b>	<b>\$65,076.00</b>

**HMGP ENVIRONMENTAL REVIEW**  
**Information and Documentation Requirements by Project Type**

***Retrofits to Existing Facilities/Structures***

***Elevations***

***Acquisitions with Demolition***

- ✓ Dates of Construction
- ✓ Ground disturbance map for projects with 3 inches or more of ground disturbance
- ✓ Structure photographs

***Drainage Improvements***

- ✓ Engineering plans/drawings
- ✓ Permit or Exemption letter to address any modifications to water bodies and wetlands
  - o Department of Environmental Protection
  - o Water Management District
  - o U.S. Army Corps of Engineers
- ✓ Ground disturbance map for projects with 3 inches or more of ground disturbance.
- ✓ Concurrence from U.S. Fish and Wildlife addressing any impacts to wildlife, particularly endangered and threatened species and their habitats.
- ✓ If the project is in a coastal area, attach a letter from the National Marine Fisheries Service addressing impacts to marine resources.
- ✓ Concurrence from Natural Resource Conservation Service if project is located outside city limits and may impact prime or unique farmland.
- ✓ Concurrence from your Local Floodplain Manager – if project is located in a floodplain.

**Note:** *This is a general guideline for most projects. However, there will be exceptions. Consult with state environmental staff on project types not listed.*

## **Section VI – Maintenance Agreement**

***All applicants whose proposed project involves the retrofit or modification of existing public property or whose proposed project would result in the public ownership or management of property, structures, or facilities, must first sign the following agreement prior to submitting the application to FEMA.***

***(NOTE: Not applicable to projects solely related to residential or private property.)***

The Board of County Commissioners of Brevard County, State of Florida, hereby agrees that if it receives any Federal aid as a result of the attached project application, it will accept responsibility, at its own expense if necessary, for the ***routine*** maintenance of any real property, structures, or facilities acquired or constructed as a result of such Federal aid. Routine maintenance shall include, but not be limited to, such responsibilities as keeping vacant land clear of debris, garbage, and vermin; keeping stream channels, culverts, and storm drains clear of obstructions and debris; and keeping detention ponds free of debris, trees, and woody growth.

The purpose of this agreement is to make clear the Sub-recipient's maintenance responsibilities following project award and to show the Sub-recipient's acceptance of these responsibilities. It does not replace, supersede, or add to any other maintenance responsibilities imposed by Federal law or regulation and which are in force on the date of project award.

Signed by Steven A. Kimball the duly authorized representative  
(printed or typed name of signing official)

Assistant Director, Maintenance and Construction, Brevard County Parks and Recreation Department  
(title)

This 9 (day) of July (month), 2024 (year).

Signature\* 

***\*Note: The above signature must be by an individual with legal signing authority for the respective local government or county (e.g., the Chairperson, Board of County Commissioners or the County Manager, etc.)***

## HMGP Application Completeness Guidance/Checklist

This guidance/checklist contains an explanation, example and/or reference for information requested in the application. Use this list to assure your application is complete and includes the required information for HMGP projects. The appropriate documentation must also be attached. It is important to note that this list is similar to the form that will be used during the application sufficiency review by the HMGP staff.

**Project Title:** Erna Nixon Wildfire Mitigation Project

**Applicant:** Brevard County Parks and Recreation Department

Application Information	Explanation of Information Required	✓
-------------------------	-------------------------------------	---

### Section I

#### **B. Applicant Information**

<b>FEMA ___-DR-FL</b>	Type in the four digit number FEMA assigned to the disaster that this application is being submitted under. (Example: 4337, 4283)	<input checked="" type="checkbox"/>
<b>DISASTER NAME</b>	Type in the Disaster name. (Example: Hurricane Irma, Tropical Storm Fay)	<input checked="" type="checkbox"/>
<b>Title of Project</b>	The project title should include: 1) Name of Applicant, 2) Name of Project, 3) Type of Project. (Example: City of Tallahassee, City Hall Building, Wind Retrofit)	<input checked="" type="checkbox"/>
<b>1. Applicant</b>	Name of organization applying. Must be an eligible applicant.	<input checked="" type="checkbox"/>
<b>2. Applicant Type</b>	State or local government, recognized Native American tribe, or private non-profit organization. If private non-profit, attach documentation showing legal status as a 501(C). (Example: IRS letter, Tax Exempt Certificate)	<input checked="" type="checkbox"/>
<b>3. County</b>	Indicate county in which the project is located.	<input checked="" type="checkbox"/>
<b>4. State Legislative and Congressional District(s)</b>	Specify the appropriate State Senate, House and Congressional District code for the <b>project site</b> . For multiple sites, list codes for each site. <a href="http://www.myfloridahouse.gov/sections/representatives/myrepresentative.aspx">http://www.myfloridahouse.gov/sections/representatives/myrepresentative.aspx</a>	<input checked="" type="checkbox"/>
<b>5. Federal Tax I.D. Number</b>	List the Federal Employer's Identification Number (FEIN), also known as Federal Tax Identification number, 9-digit code. May be obtained from your finance/accounting department.	<input checked="" type="checkbox"/>
<b>6. DUNS Number</b>	Include Data Universal Numbering System (DUNS) number in appropriate location on application. Typically, this number can be obtain through your finance department. If not, use the link below to look up your entity. If none, exists you can use the same link to request one. <a href="https://www.dnb.com/duns-number.html">https://www.dnb.com/duns-number.html</a>	<input checked="" type="checkbox"/>
<b>7. FIPS Code</b>	List the Federal Information Processing Standards (FIPS) Code. May be obtained from your finance/accounting/grants department. If none, submit FEMA Form 90-49. See state website under the relevant disaster ( <a href="https://floridadisaster.org/dem/mitigation/hazard-mitigation-grant-program/">https://floridadisaster.org/dem/mitigation/hazard-mitigation-grant-program/</a> )	<input checked="" type="checkbox"/>
<b>8. NFIP ID Number</b>	List the National Flood Insurance Program (NFIP) number. You must be a participating NFIP member to be eligible for HMGP funding. Make sure that the number is the same as the panel number on the FIRM provided with the application.	<input checked="" type="checkbox"/>
<b>9. Point of Contact</b>	Provide all pertinent information for the point of contact. This person serves as the coordinator of the project. If this information changes once the application is submitted, please contact the HMGP staff immediately.	<input checked="" type="checkbox"/>
<b>10. Application Prepared By</b>	Provide the preparer information. May be different from the point of contact (line 9) and/or the applicant's agent (line 11).	<input checked="" type="checkbox"/>
<b>11. Authorized Applicant Agent</b>	An authorized agent must sign the application. <i>"An authorized agent is the chief elected official of a local government who has signature authority, so for a county it would be the Chairman of the Board of County Commissioners and for a municipality it would be the Mayor (the exact title sometimes varies). Any local government may delegate this authority to a subordinate official (like a City or County Manager) by resolution of the governing body (the Board of County Commissioners or Board of City Commissioners). If a local government delegates signature authority, a copy of the</i>	<input checked="" type="checkbox"/>



	<i>resolution by the governing body authorizing the signature authority for the individual signing must be provided."</i> For Private Non-Profit: A member of its Board of Directors or whoever has authority to authorize funding for such a project. If this task is delegated down, a copy of a resolution confirming this must be provided.	
<b>12. LMS Compliance</b>	<p>a) LMS Project List: All proposed projects must be included in the county's Local Mitigation Strategy (LMS) Project List and must be on file with FDEM's Mitigation Bureau Planning Unit.</p> <p>b) LMS Endorsement Letter: All proposed projects must include an endorsement letter from the county's Local Mitigation Strategy Coordinator. You may use 1 letter as long as it includes every proposed project.</p> <p>c) Estimated Costs &amp; Application Costs: The LMS Project List must include an Estimated Cost column and each HMGP project application must be within \$500.00 of that Project List's estimated cost. Also ensure that the Federal Cost Share indicated on the LMS Coordinator's Endorsement Letter exactly matches the Federal Cost Share indicated within the application. Ensure the LMS endorsement letter contains both the Total Estimated Projects Cost (Section IV. D.), along with the Estimated Federal Share (Section IV. I.1.) allocated to this project.</p> <p>A letter of endorsement for the project and its priority number from the Local Mitigation Strategy Project List must be included. Refer to <b>Sample LMS Letter</b>. Applications without a letter of endorsement will not be processed. (44 CFR 201.6 Local Mitigation Plans)</p>	<input checked="" type="checkbox"/>
<b>13. Previous Submittal</b>	If the project has been previously submitted under another disaster, provide the disaster number, the project number, and the title of the project.	<input checked="" type="checkbox"/>

## **Section II - Project Description**

### **A. Hazards to be Mitigated/Level of Protection**

<b>1. Type of Hazards</b>	<b>Type of Hazards the Proposed Project will Mitigate:</b> Identify the hazard(s) that the proposed project will mitigate. More than one hazard may be selected.	<input checked="" type="checkbox"/>
<b>2. Identify the Type of Project</b>	<b>Identify the Type of Proposed Project:</b> Describe the mitigation project being proposed. (Example: drainage, wind retrofit, generator etc.)	<input checked="" type="checkbox"/>
<b>3. Number of Persons Protected</b>	Explain how many people will be protected by or benefit from the proposed project. (Example: A drainage project improving a residential area of 23 homes, with an average household of 2 people = 46 people)	<input checked="" type="checkbox"/>
<b>4. Total Impacted Area</b>	Explain how many acres will be impacted from the proposed project: Drainage/Berm/Pond/Culverts/Flood hazard projects: combination of the area to be protected and ground disturbance must not exceed 25 acres.	
<b>5. Level of Protection</b>	Specify the level of protection and magnitude of the event the proposed project will mitigate. Attach support documentation that verifies the stated level of protection. (Example: In a wind retrofit project, it will be the design wind speed to comply with the Florida Building Code requirements. In a drainage project, it will be the implemented design level, e.g. a 25-year FDOT design standard for culvert.)	<input checked="" type="checkbox"/>
<b>6. Project Impact</b>	Identify <b>all</b> the items the project may impact or are within the project area.	<input checked="" type="checkbox"/>
<b>7. Engineered Projects (e.g. Drainage)</b>	Include available engineering calculations, studies, and designs for the proposed project showing results from applied Recurrence Interval scenarios before and after mitigation. (Number of structures, building replacement value, depth of the water, structural damages, content damages, displacement, road closures, etc.)	<input checked="" type="checkbox"/>

### **B. Project Description, Scope of Work, and Protection Provided (Must be Completed in Detail)**

<b>1. Existing Problem</b>	Describe the existing problem, location, source of the hazard, and the history and extent of the damage. Include newspaper articles, insurance documentation, photographs, etc. If this project is eligible for PA (406) mitigation activities, describe the 406 activities.	<input checked="" type="checkbox"/>
<b>2. Type of Protection</b>	Determine how the funding will solve the existing problem and provide protection.	<input checked="" type="checkbox"/>

<b>3. Scope of Work:</b>	<b>What the Project Proposes to Do:</b> Determine the work to be done. The scope of work must meet eligibility based on HMGP regulations and guidance. Explain how the proposed problem will be solved. (NOTE: The proposed project must be a mitigation action, not maintenance.) <i>Does the proposed project solve a problem independently or constitute a functional part of a solution where there is assurance that the project as a whole will be completed (44 CFR 206.434[c][4])? Does the proposed project address a problem that has been repetitive or that poses a significant risk to public health and safety if left unresolved (44 CFR 206.434[c][5][i])?</i> Projects that merely identify or analyze hazards or problems are not eligible.	<input checked="" type="checkbox"/>
<b>4. On-Going or Proposed Projects in the Area</b>	Determine if other projects, zoning changes, etc. are planned (particularly in the same watershed if flooding is being addressed) that may negatively or positively impact the proposed project. If there is a drainage project or downstream issue elsewhere, it may eliminate the current flooding issue, erasing the need for the proposed project. Response applies to drainage and acquisition projects. N/A is appropriate in wind retrofit shutter projects only. If this project is also being considered under the Public Assistance Program (406), describe in detail the 406 mitigation activities and/or services. Do not include project costs associated with this HMGP application.	<input checked="" type="checkbox"/>

### **Section III - Project Location**

#### **A. Site**

<b>1. Physical Location</b>	List the physical location of the project site(s) including the street number(s), zip code(s) and GPS coordinates (latitude/longitude, in decimal degrees). The physical address must correspond with the address locations specified on maps submitted with the application.	<input checked="" type="checkbox"/>
<b>2. Titleholder</b>	Provide the titleholder's name.	<input checked="" type="checkbox"/>
<b>3. Project Seaward of the CCCL?</b>	Determine if the project site is located seaward of the Coastal Construction Control Line. <a href="https://floridadep.gov/water/coastal-construction-control-line">https://floridadep.gov/water/coastal-construction-control-line</a>	<input checked="" type="checkbox"/>
<b>4. Number and Types of Structures Affected</b>	Specify the number and type of properties affected by the project. (Example: Drainage project that affects 100 homes, 15 businesses and 2 schools.) What does the project protect? Should have a number next to the box that is checked. (See Section II, Item A.5 – detail of these totals)	<input checked="" type="checkbox"/>

#### **B. Flood Insurance Rate Map (FIRM) Showing Project Site**

<b>1. Copies of FIRM</b>	Attach a copy (or copies) of the FIRM and clearly identify the project site. The FIRM Panel number must be included. To obtain a FIRM map, go to <a href="https://msc.fema.gov/portal">https://msc.fema.gov/portal</a> . <b>See instructions on How to make a FIRMette.</b>	<input checked="" type="checkbox"/>
<b>2. Flood Zone Determination</b>	Specify the flood zone(s) of the project site(s). <b>If project is located in a Special Flood Hazard Area. Amount of coverage must be equal to or greater than the amount of Federal mitigation funding obligated to the project.</b>	<input checked="" type="checkbox"/>
<b>3. Flood Hazard Boundary Map (FHBM)</b>	Not required if a copy of the FIRM is attached.	<input checked="" type="checkbox"/>
<b>4. Model Acknowledgement of Conditions form</b>	The Model Acknowledgement of Conditions for Mitigation in Special Flood Hazard Area form is required for those structures receiving federal funds that will also remain in the special flood hazard area by the close of the project. This form is required at application. It can be found on FEMA's website at <a href="https://www.fema.gov/media-library/assets/documents/15677">https://www.fema.gov/media-library/assets/documents/15677</a>	<input checked="" type="checkbox"/>

#### **D. C. Maps with Project Site and Photographs**

<b>1. City/County Map with Project Site</b>	The project site and staging location (if applicable) should be clearly marked on a legible City/County map. The map should be large enough to show the project site. More than one map may be required.	<input checked="" type="checkbox"/>
<b>2. USGS TOPO with Project Site</b>	The project site should be clearly marked on a legible USGS 1:24,000 TOPO map. To obtain a TOPO map, go to <a href="https://ngmdb.usgs.gov/topoview/">https://ngmdb.usgs.gov/topoview/</a>	<input checked="" type="checkbox"/>
<b>3. Parcel/Tax Map</b>	A Parcel, Tax or Property Identification map is required <u>only</u> for acquisition and elevation projects. The location of the structure must be clearly identified.	<input checked="" type="checkbox"/>
<b>4. Site Photographs</b>	At least four photographs are required that clearly identify the project site. The photos must be representative of the project area, including any relevant streams,	<input checked="" type="checkbox"/>

	creeks, rivers, etc., and drainage areas that affect the project site or will be affected by the project. The front, back and both side angles are required for each structure. For acquisition and elevation projects, a photo taken away from the structure (in front toward the street, and in back toward backyard) to show the area along with photographs of specific elements of the structure affected by the project (windows for shutters or window replacements) should also be provided. Label photographs appropriately. In addition, CDs may be submitted.	
--	--	--

#### **Section IV - Budget/Costs**

Make sure all calculations are correct. Provide a breakdown of materials, labor and fees for the proposed project. Support documentation must be attached, i.e. vendor's quote, professional estimate (from engineer, architect, local building official, etc.). The proposed budget line items should represent allowable costs associated with the scope of work. Contingency Cost should be included as a line item in the budget section, and justified – Maximum allowed is 5%, and is required to complete this section; it will be used for the Benefit-Cost Analysis (BCA). Costs should be accurate, complete and reasonable compared to industry standards. Make sure the total cost is correct on the entire application.

<b>A. Materials</b>	List materials and their associated costs. Provide breakdown.	<input checked="" type="checkbox"/>
<b>B. Labor</b>	Provide a breakdown of description, hours, rate, and cost or lump sum labor cost. Can use in-kind contribution as part of the 25% match. (Attach support documentation for in-kind, in-house to detail wages and salaries charged for any contribution. No overtime wages can be used to satisfy match contributions).	<input checked="" type="checkbox"/>
<b>C. Fees Paid</b>	Provide a breakdown of associated fees i.e., consultants, studies, engineering, permits, and project management. Maintenance is not an allowable cost under HMGP. <i>Pre-award costs may be requested (See Pre-award Costs guidance).</i>	<input checked="" type="checkbox"/>
<b>D. Total Estimated Project Cost</b>	This number includes all project costs without contingency costs included. Make sure all calculations are correct.	<input checked="" type="checkbox"/>
<b>E. Contingency Cost</b>	Per FEMA's HMA Guidance (Section VI Part D.3.4), a contingency cost is, "an allowance in the total cost estimate to cover situations that cannot be fully defined at the time the cost estimate is prepared but that will likely result in additional eligible costs. Allowances for major project scope changes, unforeseen risks, or extraordinary events may not be included as contingency costs." The applicant may request up to 5% of material/labor costs. As with other line items, the applicant must justify these contingency costs based on the nature of the project at application. If an applicant wants to include contingency costs, they will need to enter the percentage that they require as well as what amount they want that percentage to be applied to. Type the resulting calculation in the final cell on the right. These cells will <b>NOT</b> auto-calculate. Be sure that they are calculated correctly.	<input checked="" type="checkbox"/>
<b>F. Final Project Cost</b>	This number includes any contingency costs that were requested. The final BCA will use this number in its final calculation.	<input checked="" type="checkbox"/>
<b>G. Project Management Costs</b>	After reading the guidance provided on pg. 5, select either <b>YES</b> or <b>NO</b> to indicate your need for management costs for this project. If <b>YES</b> , provide a breakdown of description, hours, rate and costs for requested management costs. If <b>NO</b> , continue to Part I.	<input checked="" type="checkbox"/>
<b>H. Total Estimated Management Costs Requested</b>	This will auto complete based on what is entered into the cost cells above. Your request must not exceed 5 percent of the total project cost available for this project.	<input checked="" type="checkbox"/>

#### **I. Funding Sources (round figures to the nearest dollar)**

The proposed sources of non-federal matching funds must meet eligibility requirements. (Except as provided by Federal statute, a cost-sharing or matching requirement may not be met by costs borne by another Federal grant.) 2 CFR Part 200.306.

<b>1. Estimated Federal Share</b>	The estimated Federal share is generally 75%. If the Federal share is not 75%, assure actual amount is entered. It could be 50.1234% or 35.1234%, etc. of the total dollar amount of project depending on county LMS allocation and priority. This figure cannot exceed 75%.	<input checked="" type="checkbox"/>
<b>2. Non-Federal Share</b>	May include all 3 sources, i.e. cash, in-kind and global match, as long as the total is a minimum of 25%. Match cannot be derived from a federal agency except Federal funds that lose their federal identity (e.g., CDBG funding and certain tribal funding).	<input checked="" type="checkbox"/>

<b>3. Cash</b>	Cash- Local funding will be utilized for the non-federal share. Enter amount of cash and percentage of total that amount represents.	<input checked="" type="checkbox"/>
<b>4. Total In-Kind</b>	May use materials, personnel, equipment, and supplies owned, controlled and operated from within governing jurisdiction as an in-kind match. <i>Third party in-kind contributions would be volunteer services, employee services from other organizations furnished free of charge, donated supplies, and loaned equipment or space. The value placed on these resources must be at a fair market value and must be documented. If in-kind is claimed from outside the applicant jurisdiction, it must be cash only. ** Identify proposed eligible activities in Section IV B. and C. as a separate line with In-kind written as a part of the description.</i>	<input checked="" type="checkbox"/>
<b>5. Total In-house</b>	Sub-Recipient employees, equipment, etc. – internal services (must utilize the Personnel Activity Report or the Equipment Activity Report for the Request for Reimbursement)	<input checked="" type="checkbox"/>
<b>6. Total Project (Global) Match</b>	Project (global) match must 1) meet all the eligibility requirements of HMGP; and 2) begin after FEMA's approval of the match project. A separate HMGP application must be submitted for global match projects. Indicate which project(s) will be matched. <i>The global match is not required to be an identical project. Projects submitted as global match for another project must meet the same period of performance time constraints as the HMGP.</i>	<input checked="" type="checkbox"/>
<b>7. Other Agency Share</b>	Identify Non-Federal Agency and availability date; provide the documentation from the agency. (e.g., CDBG funding, and certain tribal funding)	<input checked="" type="checkbox"/>
<b>8. Total Funding</b>	Total must represent (100%) of the total estimated project cost. Ensure that percentages match corresponding cost-shares and the total matches the Budget (in Section IV. F. - Total Estimated Project Cost).	<input checked="" type="checkbox"/>
<b>9.</b>	Your requested amount must be equal to or less than 5 percent of the total project cost	<input checked="" type="checkbox"/>

#### **J. Project Milestones/Schedule of Work**

<b>1. Milestones (Schedule)</b>	Identify the major milestones in the proposed project and provide an estimated time-line (e.g. <i>Designing, Engineering – 3 months, Permitting – 6 months, Procurement – 30 days, Installation – 6 months, Contracting – 1 month, Delays, Project Implementation, Inspections, Closeout, etc.</i> ) for the critical activities not to exceed a period of 3 years (36-months) for performance. Milestones should not be grouped together but listed individually. Allot for the appropriate amount of time for final inspection and closeout (about 3 months).	<input checked="" type="checkbox"/>
---------------------------------	---	-------------------------------------

#### **Section V - Environmental Review & Historic Preservation Compliance**

No work can begin prior to the completion of the environmental (NEPA) review. In order for the Environmental staff to conduct the NEPA review, all sections listed below must be completed.

<b>1. Description, SOW &amp; Budget</b>	Detailed Project Description, Scope of Work & Budget/Costs. Complete Sections II & IV of the application.	<input checked="" type="checkbox"/>
<b>2. Area Maps</b>	Project area Maps - Attach a copy of the maps and clearly mark the project site, and place the specific project structure(s) on map(s). Complete Section III, part B & C of the application.	<input checked="" type="checkbox"/>
<b>3. Project Area/Structure Photographs</b>	Complete Section III part C of the application.	<input checked="" type="checkbox"/>
<b>4. Preliminary Project Plans</b>	For shutters see the scope of work and for drainage & elevation see engineering drawings.	<input checked="" type="checkbox"/>
<b>5. Project Alternatives</b>	Complete Section V part D. of this application.	<input checked="" type="checkbox"/>
<b>6. Project Worksheets</b>	Dates of construction are required for all structures. See worksheets.	<input checked="" type="checkbox"/>
<b>7. Environmental Justice Documentation</b>	See Section V.B for applicable information.	<input checked="" type="checkbox"/>
<b>8. Information/ Documentation</b>	Provide any of the required documentation as listed at the end of Section V in the Information and Documentation Requirements by Project Type that may have already been obtained.	<input checked="" type="checkbox"/>

<b>Requirements by Project Type</b>		
-------------------------------------	--	--

#### **B. Executive Order 12898, Environmental Justice for Low Income and Minority Population**

<b>1. Disproportionate Effects</b>	Determine if there are populations in either the project zip code or city that are characterized as having a minority background or living below the poverty level. If yes, complete the rest of Section V, part B. Describe any disproportionate effects that these populations would experience if the project were completed.	<input checked="" type="checkbox"/>
<b>2. Population Affected</b>	Describe the population affected by this project and the portion of the population adversely impacted. Attach any documentation and list the attachments here.	<input checked="" type="checkbox"/>

#### **C. Information required for Tribal Consultation**

<b>Documentation for Tribal Consultation</b>	For all projects with any ground disturbing activities of 3 inches or more, complete Section V part C.	<input checked="" type="checkbox"/>
--	--	-------------------------------------

#### **D. Alternative Actions**

<b>1. No Action Alternative</b>	Discuss the impacts on the project area if no action is taken.	<input checked="" type="checkbox"/>
<b>2. Other Feasible Alternative Action</b>	This is a FEMA and FDEM requirement for any Application Review. A narrative discussion of at least three project alternatives (from No Action to the most effective, practical solution) and their impacts, both beneficial and detrimental is required. It is expected that the jurisdiction has completed sufficient analysis to determine the proposed project can be constructed as submitted and it supports the goals and objectives of the FEMA approved hazard mitigation plan. Has the proposed project been determined to be the most practical, effective and environmentally sound alternative after consideration of a range of options? (44 CFR 206.434[c][5][iii])	<input checked="" type="checkbox"/>
<b>a. Project Description</b>	It is very important and a requirement that an Alternative project is submitted. NEPA requires that at least three alternatives must be presented to mitigate the problem. In addition to the proposed action and no action, one other <u>feasible</u> alternative must be provided.	<input checked="" type="checkbox"/>
<b>b. Project Location of the Alternative</b>	Describe the surrounding environment. Include information regarding both natural (i.e., fish, wildlife, streams, soils, plant life) and built (i.e., public services, utilities, land/shoreline use, population density) environments.	
<b>c. Scope of Work – Alternative Project</b>	Describe how the alternative project will solve the problem and provide protection from the hazard. Provide enough detail to describe the project for the evaluation panel to decide the best course of action for the state. Include any appropriate diagrams, sketch maps, amount of materials and equipment, dimensions of project, amount of time required to complete, etc.	
<b>d. Impacts of the Alternative Project</b>		
<b>e. Estimated Budget/Costs for the Alternative Project</b>	Total cost is required.	<input checked="" type="checkbox"/>
<b>Materials, Labor, and Fees Paid</b>	Detailed line items are not required. Just enter a total amount.	<input checked="" type="checkbox"/>
<b>Total Estimated Project Costs</b>	Total cost is required. Vendor quote is not required. A lump sum budget may be submitted as justification to why this alternative was not chosen.	<input checked="" type="checkbox"/>

#### **Section VI – Maintenance Agreement**

<b>Maintenance Agreement</b>	Complete, sign and date the maintenance agreement. The maintenance agreement must be signed by an individual with signature authority, preferably the authorized agent.	<input checked="" type="checkbox"/>
------------------------------	---	-------------------------------------

#### **Other Required Documentation**

Go to [www.floridadisaster.org/dem/mitigation/hazard-mitigation-grant-program/](http://www.floridadisaster.org/dem/mitigation/hazard-mitigation-grant-program/) for additional documents

<b>1. Maps</b>	All maps must be included with the application.	
<b>2. FFATA Form</b>	During contracting with the state, complete, sign and date the FFATA Project File Form. Instructions are provided for your convenience in the document provided. <b>This is not required at the time of application submittal.</b>	<input checked="" type="checkbox"/>

<b>3. SFHA Acknowledgement of Conditions</b>	Required for all projects in the Special Flood Hazard Area. Read and sign the SFHA Acknowledgement of Conditions document. This form must be notarized, signed by the local jurisdiction and the property owner.	<input checked="" type="checkbox"/>
<b>4. Pre-award Cost Form</b>	If pre-award costs are being requested with your project, be sure to identify all pre-award costs in the application budget per instructions. The pre-award cost form must be completed and submitted with your application.	<input checked="" type="checkbox"/>
<b>5. Request for Public Assistance Form</b>	Applicable if no FIPS number is assigned to applicant/recipient.	<input checked="" type="checkbox"/>
<b>6. Model Statement of Assurances for Property Acquisition Projects</b>	For Acquisition projects only.	<input checked="" type="checkbox"/>
<b>7. Declaration and Release</b>	For Acquisition projects only. Must be signed by all persons whose names are on the property deed.	<input checked="" type="checkbox"/>
<b>8. Notice of Voluntary Interest</b>	For Acquisition projects only. Two forms are available for your convenience. Use the form that is most appropriate to your situation. Must be signed by all persons whose names are on the property deed.	<input checked="" type="checkbox"/>
<b>9. Statement of Voluntary Participation for Acquisition of Property for Purpose of Open Space</b>	For Acquisition projects only. Must be signed by all persons whose names are on the property deed.	<input checked="" type="checkbox"/>
<b>10. Worksheets</b>	The appropriate worksheet(s) must be completed and submitted with the application. a. Flood Control – Drainage Improvement b. Generator c. Tornado Safe Room d. Hurricane Safe Room e. Wind Retrofit f. Wildfire g. Drought	<input checked="" type="checkbox"/>

**\*Submit 1 original (signed) and 1 full copy of the entire application and backup documentation. Include a full copy of the submittal and all documentation on CD or thumb drive.**

## Attachment Index

Use the following template to list any supporting documentation that is **included on the CD or flashdrive**. Clearly and concisely label each attachment on this form to correspond with the file name on the CD or flashdrive. In the first column list which section and item (from the HMGP application) the attachment refers to. *Example: Section 2, Item 1.* **If any required documentation is not included on the CD or flashdrive, the application will be considered incomplete and will not be considered for possible funding.**

Section # & Item		Attached Document Name
1		• Budget Workbook-BUDGET Workbook PID 149243.xlsx
2		• City or County Scale Map-City or County Scale Map PID 149243.docx
3		• FIRM Map-FIRM Map PID 149243.docx
4		• LMS Endorsement Letter-Idalia_HMGP_LetterOfSupport_05-31-2024.pdf
5		• Original Signed Application-Wildfire Worksheet Erna Nixon Park.pdf
6		• Other-2023 Erna Nixon Park Land Management Plan.pdf
7		• Other-BRV Erna Nixon.pdf
8		• Other-Copy of Erna Nixon Park Wildland Fee Schedule 4JUN2024.xlsx
9		• Other-Erna Nixon Park Revenue FY2023.xlsx
10		• Other-Erna Nixon Park Wildfire Mitigation.docx
11		• Other-Section VI Attachments PID 149243.docx
12		• Other-Wildfire Worksheet Erna Nixon Park.pdf
13		• Project Photograph-Photographs PID 149243 .docx
14		• Project Worksheet-Erna Nixon HMGP estimate.pdf
15		• Proof of Authorization Authority-Proof Of Authorization Authority PID 149243.pdf
16		• Scope of Work-Erna Nixon HMGP estimate.pdf
17		• USGS 1:24-TOPO Map PID 149243.docx
18		
19		
20		





## THIS SECTION FOR STATE USE ONLY

FEMA-\_\_\_\_-DR-FL

☐ Standard HMGP

☐ 5% Initiative Application

☐ Application Complete

☐ Initial Submission or

☐ Re- Submission

### Support Documents

☐ Conforms w/ State 409 Plan

☐ In Declared Area

☐ Statewide

### Eligible Applicant

☐ State or Local Government

☐ Private Non-Profit (Tax ID Received)

☐ Recognized Indian Tribe or Tribal Organization

### Project Type(s)

☐ Wind

☐ Flood

☐ Other: \_\_\_\_\_

Community NFIP Status: (Check all that apply)

☐ Participating Community ID#: \_\_\_\_\_

☐ In Good Standing ☐ Non-Participating ☐ CRS

LMS Ranking: \_\_\_\_\_

County: \_\_\_\_\_

State Application ID: \_\_\_\_\_

(TIME-DATE STAMP HERE)

This application is for all Federal Emergency Management Agency (FEMA Region IV) Hazard Mitigation Grant Program (HMGP) proposals. Complete ALL sections and provide the documents requested. If you require technical assistance, contact the Florida Division of Emergency Management at [DEM\\_HazardMitigationGrantProgram@em.myflorida.com](mailto:DEM_HazardMitigationGrantProgram@em.myflorida.com).

## Section I – Applicant

**A. Applicant Instruction:** Complete all sections that correspond with the type of proposed project

### Application Sections I-IV:

All Applicants must complete these sections

### Environmental Review:

All Applicants must complete these sections

### Maintenance Agreement:

Any Applications involving public property, public ownership, or management of property

### Flood Control – Drainage Improvement Worksheet:

Acquisition, Elevation, Dry Flood Proofing, Drainage Improvements, Flood Control Measures, Floodplain and Stream Restoration, and Flood Diversion – **one worksheet per structure**

### Generator Worksheet:

Permanent, portable generators, and permanent emergency standby pumps

### Tornado Safe Room Worksheet:

New Safe Room, Retrofit of existing structure, Community Safe Room, Residential Safe Room

### Hurricane Safe Room Worksheet:

New Safe Room, Retrofit of existing structure

### Wind Retrofit Worksheet:

Wind Retrofit projects only – one worksheet per structure

### Wildfire Worksheet:

Defensible Space, Hazardous Fuels Reduction, Ignition Resistant Construction, other

### Drought Worksheet:

Aquifers, other

### Utility Mitigation Worksheet

Upgrades to sewer systems, upgrading electrical components for a utility, undergrounding electrical systems, etc.

### Request for Public Assistance Form:

FEMA Form 90-49 (Request for Public Assistance): All applicants must complete, if applicable.

### Acquisition Forms:

If project type is Acquisition, these forms must be completed.  
(Only one of the two Notice of Voluntary Interest forms is necessary.)  
Model Statement of Assurances for Property Acquisition Projects  
Declaration and Release  
Notice of Voluntary Interest (Town Hall Version)  
Notice of Voluntary Interest (Single Site Version)  
Statement of Voluntary Participation  
FEMA Model Deed Restriction Language

### Application Completeness Guidance / Checklist :

All applicants are recommended to complete this checklist and utilize the guidance for completing the application.



## Wildfire Worksheet

For preliminary Benefit-Cost Analysis conducted by the State Mitigation Technical Team

Applies to the following mitigation activities: **WILDFIRE projects which include defensible space, hazardous fuels reduction, ignition resistant construction, and other activities related.** For assistance, contact the State of Florida Mitigation Technical Unit.

**IMPORTANT:** This worksheet is required as part of your application. The State of Florida Mitigation Technical Unit will conduct a Benefit-Cost Analysis (BCA) for your project and the following information is needed to evaluate cost-effectiveness. Once a preliminary BCA is completed, the reviewer will contact you to collect support documentation.

**NOTE:** A complete worksheet will expedite the Technical Review.

### Requirements

To complete a successful project application, a minimum amount of technical information is required for review. Data collected in this worksheet will provide reviewers with preliminary information necessary to evaluate project eligibility, feasibility, and cost-effectiveness. Carefully review and confirm that you are aware of the following information.

#### Wildfire Projects:

Eligible wildfire mitigation projects must demonstrate mitigation of the risk from wildfire to residential and non-residential buildings and structures, including public and commercial facilities. Projects must be in a Wildland-Urban Interface, must be adjacent to or intermingled with the built environment, and must provide protection to life and the built environment from future wildfires.

According to FEMA's current wildfire policy, there are three wildfire mitigation activities that are eligible for FEMA mitigation funding:

Defensible Space Activities: Activities that involve the creation of perimeters in and around both residential and non-residential structures through the removal or reduction of flammable vegetation.

\* Creating defensible space should either be in accordance with your local jurisdiction code(s) or default values from the International Code Council (ICC) or its International Wildland-Urban Interface Code.

Hazardous Fuels Reduction Activities: Hazardous Fuels Reduction is the action to remove vegetative fuels that if ignited pose significant threat to human life and property. Vegetation management reduces hazardous fuels, vegetation thinning, and the reduction of flammable materials to protect life and property beyond defensible space perimeters but proximate to at-risk structures.

\* Vegetation management within two miles of home/structure.

Ignition Resistant Construction Activities: Structural protection activities that involve the use of non-combustible materials on new and existing buildings. Non-combustible materials are materials that will not ignite and burn when subjected to fire.

\* Ignition-resistant construction is not an eligible activity on its own and must be combined with defensible space. This is because wildfires may burn hot enough that items inside buildings may spontaneously combust if allowed to burn right up to the structure.

Other: If the proposed mitigation type please make sure to provide a brief description. If need, additional documentation will be requested to justify the project.

All activities shall be implemented using current codes and best practices and shall be completed in strict compliance with Federal, State, and Local applicable Rules and Regulations.

*I confirm that I have reviewed the requirements listed above (signature):*

Kimball, Steven

Digitally signed by Kimball,  
Steven  
Date: 2024.05.10 08:52:02 -0400

For additional resources, please refer to [FEMA Technical Review Job Aid](#) for Wildfire projects.



# MITIGATION

## Wildfire Worksheet

### Section I – Project General Information

Project Name: Erna Nixon Park Wildfire Mitigation Project

Worksheet completed by:

Name: Steve Kimball

Title: Assistant Director, Maintenance and Construction

Sub-Applicant: Brevard County Parks and Recreation  
2725 Judge Fran Jamieson Way, Viera, FL  
32940

Phone: 321-633-2046

Email: steven.kimball@brevardfl.gov

### Section II – Project Cost Information

Mitigation Project Cost:

\$65,076.00

Annual Maintenance Cost:

\$1,986.56

### Section III – Project Specific Information

Project Location: Erna Nixon Park, 1200 Evans Road, West Melbourne, Florida 32904  
(Address) 28.09086, -80.65588

Type of mitigation measures you are proposing for this project:  
(Select all that apply)

Percentage of the effectiveness of  
this mitigation measure (%)

- |   |         |
|---|---------|
| <input checked="" type="checkbox"/> Defensible Space Activities                                     | 10 %    |
| <input checked="" type="checkbox"/> Hazardous Fuels Reduction Activities <sup>1</sup>               | 10 %    |
| <input type="checkbox"/> Ignition Resistant Construction Activities & Defensible Space <sup>2</sup> | 20 %    |
| <input type="checkbox"/> Other (please provide a brief description):                                | _____ % |

<sup>1</sup> Vegetation management within two (2) miles of home/structure(s).

<sup>2</sup> Ignition-resistant construction is not an eligible activity on its own and must be combined with defensible space.

### Section IV – Benefits Information

Please attach a table listing the buildings that will be protected by the proposed project. Building information must include property address, building type and building replacement value (BRV). Based on the collected data, answer the following questions:

- |   |                                 |   |                                    |
|---|---------------------------------|---|------------------------------------|
| How many buildings will this project protect?                               | One (1) in Erna Nixon Park      | BRV summary of all buildings this project will protect: | \$1,070,100 (letter attached)      |
| Value of infrastructure vulnerable to fire within the project area:         | \$65,798.78 (see notes page)    | Value of timber to be sold within the proposed area:    | \$0 marketable timber value        |
| Fire suppression costs for one typical fire event within the proposed area: | \$27,525.76 (estimate attached) | Other costs associated with fire-related losses:        | \$34,362.00 (spreadsheet attached) |
| Number of residents within the proposed area:                               | Zero (0) within park            | Source used to calculate the number of residents:       | N/A                                |



# MITIGATION

Wildfire Worksheet

## **Section V – Additional Information**

*Please use this page to expand on the information provided above or to include any additional information relevant to the proposed mitigation project.*

Erna Nixon Park is a 53.93-acre urban community park situated on property owned by the State of Florida. The park contains a 3,000 foot (910 m) elevated boardwalk winding through a natural Florida hammock, a pavilion with picnic tables, a nature center classroom with small animal displays, office space, public restrooms and supporting infrastructure. The park is a poor candidate for controlled burns to reduce fuel load due to its proximity to urban development, a major medical facility, and the Melbourne Orlando International Airport. Therefore, the park relies on fire lines through heavily wooded areas to prevent the uncontrolled spread of fire. The existing fire perimeter lines require widening and underbrush and fuel load clearing to reduce fire vulnerability.

Details for sections I - IV above can be found on the attached Wildfire Worksheet notes page.



## WILDFIRE WORKSHEET INSTRUCTIONS

Refer to the instructions below to complete the Wildfire Worksheet using the best available data.

### Section I – Project General Information

**Project Name:** Enter the name of the project title. The title should be short but descriptive (e.g., City of Orlando, Westridge Community Center, Wildfire).

**Sub-Applicant:** Enter your organization's legal name.

**Worksheet completed by:** Enter name, title, phone number, and email of the person completing this Worksheet. This person must have the knowledge and/or the resources to accurately answer all questions and provide supporting documentation, as needed. Information may come from multiple credible sources.

### Section II – Project Cost Information

**Mitigation Project Cost:** Enter the total cost of the project. A lump sum on this worksheet is acceptable for preliminary BCA, but a detailed breakdown attached to your application is required.

**Annual Maintenance Cost:** Enter the cost associated with maintaining the effectiveness of the components installed as part of the mitigation project. Project-specific maintenance costs can be obtained from the project engineer, if necessary. Additional resources for this information may include a forester assisting in project design and implementation or local firefighters who oversee fire response for the project area.

### Section III – Project Specific Information

**Project Location:** Provide a full description of the specific geographical location(s) of the project.

**Type of mitigation measures you are proposing for this project** (Select all that apply):

**Defensible Space Activities:** Activities that involve the creation of perimeters in and around both residential and non-residential structures through the removal or reduction of flammable vegetation. Specifically, it includes projects such as:

- Minimizing the volume of vegetation.
- Replacing flammable vegetation with less flammable species.
- Clearing all combustibles in the safety zone surrounding the structure.

**Hazardous Fuels Reduction Activities:** Hazardous fuels reduction is the action to remove vegetative fuels that if ignited pose significant threat to human life and property. Vegetation management reduces hazardous fuels, vegetation thinning,

and the reduction of flammable materials to protect life and property beyond defensible space perimeters but proximate to at-risk structures. Activities may include:

- Vegetation management or the removal of vegetative fuels, that if ignited, pose significant threat to human life and property within two miles of home/structure.
- Vegetation clearing or thinning.
- Slash removal.
- Vertical clearance of tree branches.
- Chemical treatments such as herbicide applications.
- Grazing or biomass conversion.
- Mechanical treatments such as mulching, grinding, mowing, chopping, and removal of such material.
- Biomass removal, including clearing straw and dead or dry vegetation, thinning, and removal of brush, pine straw, or blown-down timber.

**Ignition Resistant Construction Activities and Defensible Space:** Structural protection activities that involve the use of non-combustible materials on new and existing buildings. Non-combustible materials are materials that will not ignite and burn when subjected to fire. Examples include brick, stone, stucco, rock, metal siding or concrete block, solid exterior doors, window screening that is constructed of aluminum, galvanized steel, stainless steel, copper, etc. Ignition-resistant construction projects include:

- Installation of an ignition-resistant roof comprised of non-combustible technologies used in the roof covering, roof underlayment, chimney, gutters, sky windows, insulation, vents, soffits, and eaves.
- Installation of an ignition-resistant wall assembly comprised of noncombustible technologies used in the siding or stucco with ceramic windows, window glazing, doors, window frames, and insulation.
- Installation of external sprinklers or an external hydration system with a dedicated power source and a dedicated cistern when no water source is available.

The protection of structures through the use of ignition-resistant construction techniques or non-combustible building materials must meet or exceed local codes and should be in conformance with the following:

- International Code Council (ICC) Publication: International Wildland-Urban Interface Code.
- National Fire Protection Association (NFPA) 1144: Standard for Reducing Structure Ignition Hazards from Wildland Fire.





# MITIGATION

## Wildfire Worksheet

- NFPA 1141: Standard for Fire Protection Infrastructure for Land Development in Suburban and Rural Areas.
- NFPA 703: Standard for Fire-Retardant Treated Wood and Fire-Retardant Coatings for Building Materials.
- NFPA 914: Code for Fire Protection of Historic Structures.

\* Ignition-resistant construction is not an eligible activity on its own and must be combined with defensible space. This is because wildfires may burn hot enough that items inside buildings may spontaneously combust if allowed to burn right up to the structure.

**Other:** If "Other" was selected, describe type of mitigation measures you are proposing.

**Percentage of effectiveness of this mitigation measure:** Only enter the percentage of effectiveness if you selected "Other" as the type of mitigation measure. For all other project types, the default value will be applied. Project effectiveness refers to the extent to which the project will reduce wildfire damages, losses, and casualties. Large and intense wildfires are capable of producing their own micro-weather systems, including fire devils, lightning, and gust fronts that can blast glowing embers and firebrands ahead of the advancing fire. Because of this, it is not possible to assume that a wildfire mitigation project will eliminate wildfire damages and losses, but only reduce them.

### Section IV – Benefits Information

**To complete this section, please attach a table listing the buildings that will be protected by the proposed project. Building information must include property address, building type and building replacement value (BRV).**

**How many buildings will this project protect:** Enter the total number of structures that are within the proposed wildfire mitigation project area only. As for any mitigation project, function and occupancy levels are important factors for evaluating wildfire mitigation projects. Documentation may be obtained via municipal maps, by contacting your local tax assessor or city planner, identifying structures on aerial photographs, using a Geographic Information System (GIS), or other techniques.

**Building Replacement Value (BRV) of all buildings this project will protect:** Enter the total BRV cost of all buildings protected by the project. The BRV is the cost per square foot to replace the building with a functionally equivalent building, based on the current cost of labor and materials. The BRV is not the same as the current market value of the building. Acceptable documentation for the BRV includes a letter from a construction or contracting firm or local building inspector, or a photocopy of pages from a standard cost reference manual. If tax records are used, the source must be an assessor.

**Value of the infrastructure vulnerable to fire within the project area:** Enter the value of vulnerable infrastructure that typically refers to assets that support an economy or an area, for example roads, water supply systems, wastewater systems, stormwater systems, and power supply systems. Users are required to document the value of the infrastructure and how the value was determined.

**Value of timber to be sold within the proposed area:** Enter the value of potential lumber in the project area that could be destroyed by wildfire. Sources of data that can be used to determine this value include the U.S. Department of Agriculture (USDA) Forest Service or other qualified agency; a forester or qualified timber company representative; or the owner of the property. Detailed documentation must be provided to support the timber value entered and should be supported by a signed estimate.

**Fire suppression costs for one typical fire event within the proposed area:** Enter the fire suppression estimated costs for responding to and fighting a wildfire. Sources of these estimates include the local, county, State, or Federal fire-fighting agency that fights wildland fires; U.S. Department of Agriculture (USDA) Forest Service; or owner of the property. Detailed documentation must be provided to support the fire suppression costs entered and should be supported by a signed estimate.

**Other costs associated with fire-related losses:** Enter the value of other costs associated with fire-related losses, which may include costs related to vehicle losses, cleanup costs for the structure or property, or displacement costs. Detailed documentation must be provided to support the value entered in this field and how the project will cause these future costs to be avoided.

**Number of residents within the proposed area:** The number of residents entered here should reflect the number of residents who reside in all the buildings protected by this project. If the exact number of residents cannot be determined, the number of residents within the project area can be estimated using the Census value for the average number of persons per household. Supporting documentation must be provided.

**Source:** Specify the source or methodology used to estimate the number of residents.



## Florida Division of Emergency Management

### Wildfire Worksheet Notes for Erna Nixon Park Wildfire Mitigation Project

PID 149243

**Section II – Project Cost Information:** Annual Maintenance Cost based on two (2) Parks Maintenance Technicians maintaining the fire lines for two days per quarter totaling \$1,986.56 per year.

**Section IV – Benefits Information:** *Please attach a table listing the buildings that will be protected by the proposed project. Building information must include property address, building type and building replacement value (BRV).*

Property Address	Building Type	Building Replacement Value (BRV)
Erna Nixon Park, 1200 Evans Road, West Melbourne, Florida 32904	Combination office, classroom/Nature Center, pavilion, public restroom	

#### Value of Infrastructure Vulnerable to fire within the project area:

1. Boardwalk, 2,403 feet (including vistas). See attachment 1 below.	\$28,187.24
2. Picnic Tables, commercial grade; six (6) at \$1,046 each. See attachment 2 below.	\$ 6,276.00
3. Fencing, split-rail, 4,726 feet. See attachment 3 below.	\$24,216.79
4. Park signage Replacement. See attachment 4 below.	<u>\$ 7,118.75</u>
<b>Total:</b>	<b>\$65,798.78</b>

#### Other costs associated with fire-related losses (with attachments):

Loss of revenue generated from recreation programming in facility: Annual revenue loss if facility became a fire-related loss (See attached FY2023 revenue spreadsheet)	
<b>Total:</b>	<b>\$34,362.00</b>

Attachment 1 – Boardwalk Replacement Estimate from SPL, Rockledge FL

SPL - Rockledge  
2135 South US 1  
Rockledge, FL 32955  
321-632-5566  
Fax: 321-632-5171

\* QUOTATION \*

Sales Invoice:  
Ordered by: Blaise/Email  
Order Number: 19772500  
P.O. Number: Boardwalk

Invoice Date: 05/16/24 08:04 AM  
Terms: NET 15 DAYS  
Due Date: 05/31/24  
Ship VIA: PICKUP

Bill To: 000041  
Brevard County Parks & Rec.  
2725 Fran Jamison Way  
Bldg C, Suite C-303  
Viera FL 32940

Ship To:

SHIP	BKO	DESCRIPTION	BRD FT	UNIT PRICE	EXTENSION
2401		2x6x12 DSS GC CA-C	28,812	11.74	28,187.74

ALL SALES FINAL, NO RETURNS		Subtotal	28,187.74
\$50.00 Fee will apply on Returned Checks		Sales Tax	.00
Above prices are discounted for cash or check			
Picked by: _____ Driver: _____ Date: _____		Total	28,187.74
Total Brd/Ft:	28812	Total Weight:	92,198



Attachment 2 – Picnic table replacements at <http://parkplayusa.com/site-furnishings>

Attachment 3 – Split Rail Fence Replacement Estimate from SPL, Rockledge, FL

SPL - Rockledge  
2135 South US 1  
Rockledge, FL 32955  
321-632-5566  
Fax: 321-632-5171

\* QUOTATION \*

Sales Invoice:  
Ordered by: Blaise/Email  
Order Number: 19772700  
P.O. Number: Fence

Invoice Date: 05/16/24 08:48 AM  
Terms: NET 15 DAYS  
Due Date: 05/31/24  
Ship VIA: PICKUP

Bill To: 000041  
Brevard County Parks & Rec.  
2725 Fran Jamison Way  
Bldg C, Suite C-303  
Viera FL 32940

Ship To:

SHIP	BKO	DESCRIPTION	BRD FT	UNIT PRICE	EXTENSION
859		Fence Material	0	17.22	14,791.98
		11ft Split Rail Fence			
455		Fence Material	0	20.15	9,168.25
		2 Hole Line Post			
4		Fence Material	0	21.38	85.52
		2 Hole End Post			
8		Fence Material	0	21.38	171.04
		2 Hole Coner Post			

ALL SALES FINAL, NO RETURNS		Subtotal	24,216.79
\$50.00 Fee will apply on Returned Checks		Sales Tax	.00
Above prices are discounted for cash or check			
Picked by:	Driver:	Date:	
Total Brd/Ft:	0	Total Weight:	Total 24,216.79

# Attachment 4 – Split Rail Fence Replacement Estimate from SPL, Rockledge, FL



## DORAL DIGITAL REPROGRAPHICS, CORP.

5701 NW 79th Ave  
Miami, FL 33166  
Ph: (305) 704-3194  
FAX: (305) 704-3195  
Email: betty@ddrepro.com  
Web: www.ddrepro.com

Estimate #: 2929

Page 1 of 2

<b>Created Date:</b>	4/11/2024 12:41:00PM	<b>Prepared For:</b>	Brevard Parks and Recreation
<b>Salesperson:</b>	Gian Franko Annitto	<b>Contact:</b>	Blaise Leone, Parks Maintenance Superin
<b>Email:</b>	printing@ddrepro.com	<b>Office Phone:</b>	(305) 177-380
<b>Not Specified:</b>	(305) 704-3194	<b>Office Fax:</b>	(321) 617-7391
<b>Not Specified:</b>	(305) 704-3195	<b>Email:</b>	ParksRec_AcctPayable@Brevardcounty.us
<b>Entered by:</b>	Giancarlo Annitto	<b>Address:</b>	1515 Sarno Rd Building A Melbourne, FL 32935

### Description: ENTRANCE SIGNS FOR PARKS AND RECREATION

	Quantity	Unit Price	Subtotal
<b>1</b> Product: Misc	4	\$7,118.75	\$28,475.00
Description: <ul style="list-style-type: none"> <li>Viera Regional Park</li> <li>Rolary Park at Suntree</li> <li>Canova Beach Park</li> <li>South Patrick Community Park</li> </ul>			

#### I. Materials

a. SIGN PANELS: 1/2" thick for single-faced signs and 1" thick for double-faced signs, 54" x 96", Dolphin gray color, solid starboard or equivalent. Boatboard is acceptable. Panels to be routed to accept matching acrylic inserts for all texts and logos.

b. ACRYLIC INSERTS: The acrylic inserts are to be 1/8" thick for all letters and 1/4" thick for the bird (See Attachment A – Sign Photo). 1/8" thick and 1/4" thick acrylic sheet, colored as per county standards and cut using inlay-out as separate letters and logos. Letters and logo pieces to be permanently mounted into starboard cavities using mechanical attachment. Letters for Park Name shall be 6", all capital letters; lettering for Parks & Recreation shall be 5", letters for Brevard County shall be 2 1/4", all capital letters and shall be the same current font.

c. VERTICAL SUPPORT POSTS: 6" x 6" Structural recycled plastic, color dark, steel gray. Tops to be angle-cut to 30-degrees on all 4-sides. Each sign will have one set of posts as follows: 2 posts at 12", 2 posts at 9", and 2 posts at 7". Non-structural plastic is not acceptable. Material must be equivalent to Fiberforce® grade, by Bedford Technology; see Attachment B – Sign Materials.

d. FRAME SETS: For sign panels: 2" x 4" Structural recycled plastic, color dark, steel gray. 4" face is machined with a groove or dado to mount on outside edges of sign panels, across sign panel bottom edge and 2 side edges. Frame sections are screwed into sign panels to be vertical support posts. The 2 side frame sections shall have 12 drilled and CS holes, (6 on front & 6 on back of sign panel). Hole pattern template to be supplied of 1/8" PVC or equivalent.

e. HARDWARE: All screws in frame sets must be stainless steel Shanx type (#12 x 2") by Swan secure or equivalent and in frame set to vertical support post mounting must be stainless steel timber tamers (17-7 x 4" hex head with washer), by Swan secure or equivalent.

Print Date: 4/11/2024 12:41:03PM





Account (1234567)

Account: 2729020 Parcel ID: 27 37 31 00 750

Acres: 41/1973 \$156,000

BCPAO Market Value: \$782,860

County: FLORIDA, STATE OF (HIF)

Address: 1200 EVANS RD UNIT PARK WEST MELBOURNE FL 32904

Zoom | Clear | Details | EagleView | Hide Info

BCPAO David Bickley, CFA, Broward County Property Appraiser | Instructions | Disclaimer





# Agenda Report

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## Consent

---

F.11.

7/9/2024

---

### Subject:

Approval, Re: Grant application with the Florida Division of Emergency Management's Hazard Mitigation Grant Program for wildfire mitigation at Erna Nixon Park, 1200 Evans Road, West Melbourne, FL (District 5).

### Fiscal Impact:

If selected for the grant, the project would receive up to 75% of the \$65,076 project estimate with a local match of \$16,269 from Parks and Recreation Fund 1019 cost center 250410 (repair and maintenance).

### Dept/Office:

Parks and Recreation Department

### Requested Action:

It is requested that the Board approve and authorize the Chair to sign the grant application and authorize the County Manager to execute any necessary Budget Change Requests.

### Summary Explanation and Background:

Erna Nixon Park is a 53.93-acre urban community park situated on property owned by the State of Florida. The Park contains a 3,000-foot path with elevated boardwalks through a natural Florida hammock, a pavilion with picnic tables, a nature center classroom with small animal displays, office space, public restrooms, and supporting infrastructure. The park relies on fire lines through heavily wooded areas to prevent the uncontrolled spread of fire. The grant funds will be used to widen existing fire perimeter lines and clear underbrush and fuel load to reduce fire vulnerability. This retroactive action is sought because the grant submission deadline was June 7, 2024. If permission is not given, the application will be withdrawn.

### Clerk to the Board Instructions:

Please send Clerk to the Board Memorandum to Mary Ellen Donner at [maryellen.donner@brevardfl.gov](mailto:maryellen.donner@brevardfl.gov) [<mailto:maryellen.donner@brevardfl.gov>](mailto:maryellen.donner@brevardfl.gov).