



# Participant Instructions

Please [register](#) for the RTP Application Webinar.

After registering, you will receive a confirmation email containing information about joining the webinar.

[Download](#) the RTP Application Package





# **FY2021- 2022 Recreational Trails Program (RTP)**

## **Application Cycle Workshop and Webinar**





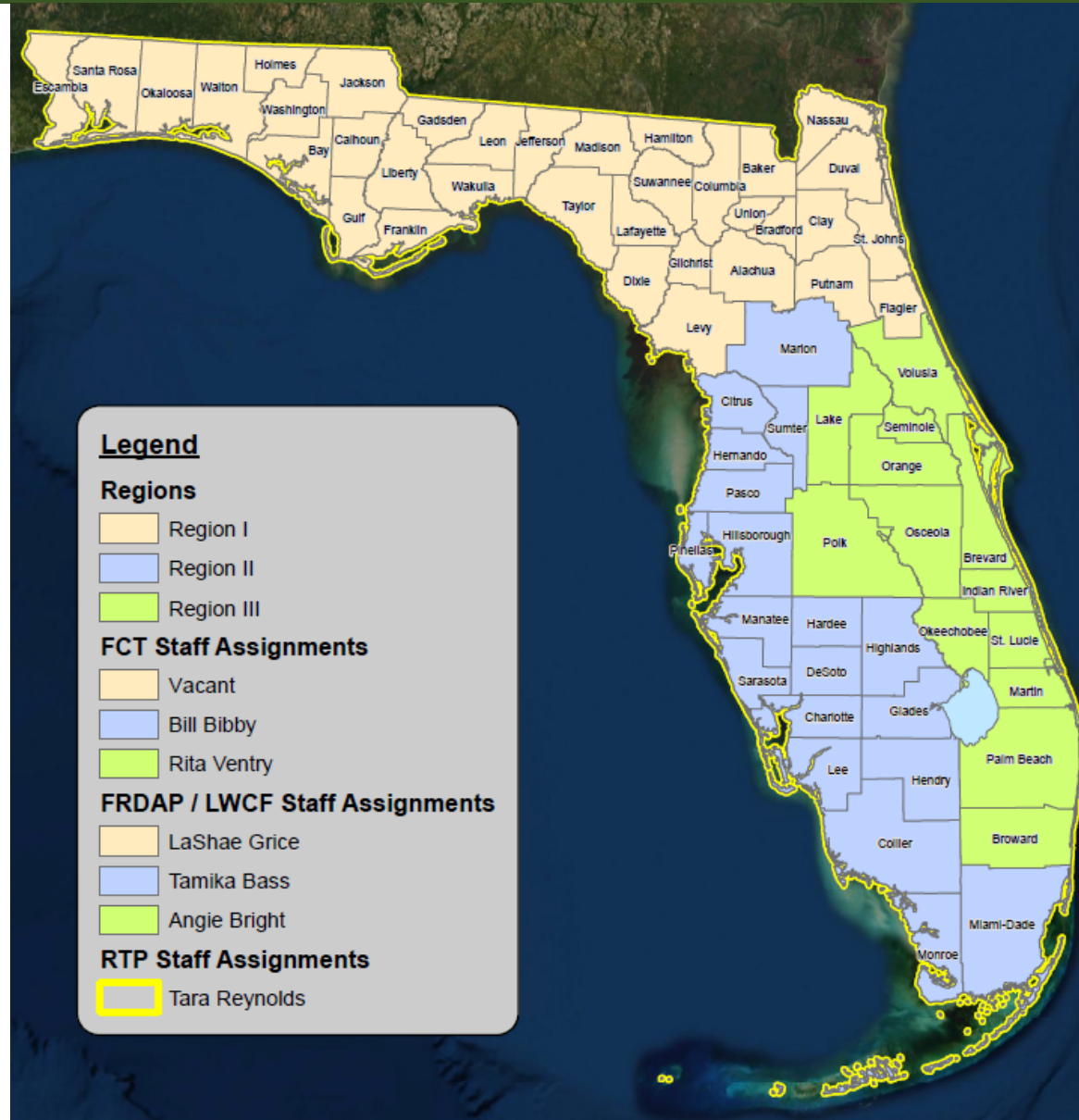
# Agenda

- Program Overview and Purpose
- RTP Eligibility
- Program Intent
- Application
- Supporting Documentation
- Post-Application and Evaluation Process
- Questions or Comments





# Recreational Trails Program Consultant for all Counties



## Legend

### Regions

- Region I
- Region II
- Region III

### FCT Staff Assignments

- Vacant
- Bill Bibby
- Rita Ventry

### FRDAP / LWCF Staff Assignments

- LaShae Grice
- Tamika Bass
- Angie Bright

### RTP Staff Assignments

- Tara Reynolds





# Program Overview and Purpose

The Florida Department of Environmental Protection (DEP), pursuant to Memorandum of Agreement dated August 1, 1993, is authorized to establish the Recreational Trails Program to provide financial assistance to qualified local governmental entities for the development of recreational trails, trailheads and trailside facilities.

The Recreational Trails Program is a federally funded competitive grant program administered by the Florida Department of Environmental Protection (DEP) in coordination with the U.S. Department of Transportation (DOT) and Federal Highway Administration (FHWA).





# RTP Administrative Rule

## Rule Chapter 62S-2

- Outlines all the rules that govern the RTP program
- The Rule covers program information from purpose of the program, to program completion.

The screenshot shows the Florida Department of State website for the Florida Administrative Code & Florida Administrative Register. The page is titled "Rule Chapter: 62S-2" and lists the chapter title as "RECREATIONAL TRAILS PROGRAM". Below this, there is a "View Chapter:" section with a document icon and the text "62S-2". To the right, there is a "Add to MyFLRules Favorites" button. The main content area is titled "View Individual Rules" and includes a note: "Click on the word icon to view the latest rule version. Or click on the rule number to see the detail of the rule." Below this is a table with columns for "Latest Version", "Rule No.", "Rule Title", and "Effective Date".

Latest Version	Rule No.	Rule Title	Effective Date
	<a href="#">62S-2.070</a>	Definitions	5/1/2001
	<a href="#">62S-2.071</a>	General Requirements	5/1/2001
	<a href="#">62S-2.072</a>	Application Requirements and Processing	5/1/2001
	<a href="#">62S-2.073</a>	Evaluation Criteria	5/1/2001
	<a href="#">62S-2.074</a>	Federal Approval	5/1/2001
	<a href="#">62S-2.075</a>	Grant Administration	5/1/2001
	<a href="#">62S-2.076</a>	Compliance Responsibilities	5/1/2001





# RTP Eligibility

## Eligible Applicants

Municipal, county, state, or federal governmental agencies, recognized state and federal Indian tribal governments, and organizations registered as active Florida nonprofit corporations, which have an agreement with a governmental agency to develop public lands and the project.

**Please Note:** Nonprofit corporations must provide the following documentation with the application:

1. Letter from the public landowner or manager stating that they support the project and will abide by compliance requirements.
2. A copy of the agreement between the landowner or manager and the nonprofit corporation.





# RTP Eligibility

## Application Limit per Submission Cycle

The maximum number of application an applicant may submit shall be as follows:

- Local governments may submit **one (1)** per district
- Consolidated city-county governments may submit two **(2)** per district
- Nonprofit corporations may submit **one (1)** per district
- State and federal agencies may submit **one (1)** per district





# RTP Eligibility

## **Project Eligibility**

RTP grants shall only be awarded to grantees for projects that are for the primary purpose of providing recreational trails for the public.

## **What is a “Recreational Trail”?**

A thoroughfare or track across land or water, used for recreational purposes such as bicycling, hiking/jogging/running or similar activities, equestrian activities, overnight and long-distance backpacking, roller skating, in-line skating, non-motorized aquatic or water activities including canoeing and kayaking, and vehicular travel by motorcycle, four-wheel drive or all terrain, off-road vehicles, or dune buggies.



# RTP Eligibility

## Site Eligibility

Applicants must have and demonstrate adequate site control of project sites and are able to construct, operate, and maintain the area for the term required by RTP and the grant agreement. For RTP projects on land owned by the applicant, that term is 99 years; for sites owned by someone other than the applicant, that term is at least 25 years past the project completion date.

## Proper Site Control Documentation

- Warranty Deed (fee title land ownership)
- A Lease
- Use Agreement
- Easement
- Title Commitment or Title Policy

**Property Appraiser report cards, surveys, and maps are not sufficient evidence of site control.**





# RTP Eligibility

## Permissible Use of Funds

- Development or renovation of trailside or trailhead facilities or trail linkages
- Maintenance or renovation of existing trails
- Purchase of trail construction or trail maintenance equipment
- Construction of new trails on local and state lands
- Construction of new trails on federal lands (restrictions may apply; refer to 62S-2.072(2)(e), F.A.C.)



# RTP Eligibility

## Prohibited Uses

- Condemnation of real property
- Construction of recreational trails for motorized use on U.S. Forest Service land unless the land is designated for motorized use and such construction is consistent with the approved U.S. Forest Service land resource management plan
- Facilitating motorized trails on otherwise nonmotorized trail areas
- Upgrading, expanding, or otherwise facilitating motorized use or access to recreational trails predominantly used by nonmotorized trail users





## RTP Program Intent

A request for financial assistance under RTP may be for development or maintenance of recreational trails. Development projects should consist of the complete or partial development of the project site. A development project, when completed, must be a usable recreational trail or trail facility along a usable recreational trail.

Grantees may use RTP funds to develop trails, trailhead and trailside facilities and related support facilities. Development projects may also renovate existing trails and facilities in order to provide access for persons with disabilities.



# RTP Application Submission Period

**Submission Period: February 1, 2021 – March 1, 2021**

Applicants must submit four copies (1 original and 3 copies) of the completed application and all supporting documents during the submission period. Applications must be postmarked NO LATER THAN March 1, 2021 and submitted to:

**Tara V. Reynolds, Recreational Trails Program  
Department of Environmental Protection  
3800 Commonwealth Boulevard, MS# 585  
Tallahassee, Florida 32399**

Please submit the application in a SOFT COVER three prong binder. Please, no HARD 3-ring binders.





# RTP Application

Pursuant to RTP Rule 62S-2, F.A.C.:

## **Active Projects**

A grantee with two incomplete RTP projects by the closing date of an application submission period shall not be eligible to apply.

## **Duplicate Projects**

RTP funds shall not be approved for completion of an incomplete RTP project.



# Part I – Applicant Information



**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
RECREATIONAL TRAILS PROGRAM**

DEP USE ONLY  
RECEIVED: \_\_\_\_\_  
POSTMARKED: \_\_\_\_\_  
APPLICATION #: \_\_\_\_\_

**PART I – APPLICANT INFORMATION**

1. Name of Applicant or Organization: \_\_\_\_\_

2. Federal Identification Number: \_\_\_\_\_

3. Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
*(The contact person is someone who will be in direct contact with DEP)*

Street Address/P.O. Box: \_\_\_\_\_

City/State: \_\_\_\_\_ Zipcode: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

4. Type of Applicant (Select One):

\_\_\_ City or County Government

\_\_\_ State Agency, Department: \_\_\_\_\_, District: \_\_\_\_\_

\_\_\_ Federal Agency, Department: \_\_\_\_\_, District: \_\_\_\_\_

\_\_\_ Recognized Indian Tribal Government *(projects must be on lands in Florida)*

\_\_\_ Organization \* *(must be State recognized nonprofit)*

**\*Organization as applicant must provide letter of support from land managing agency. Tab as "Exhibit A."**

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

\_\_\_\_\_  
Signature of Authorized Representative Date





# Part II – Project Information

## PART II – PROJECT INFORMATION

1. Name of Project: \_\_\_\_\_

2. Project Location: \_\_\_\_\_  
(Show on DOT county road maps or USGS 7 ½ minute quadrangle sheets):  
**Tab as "Exhibit B"**

Street Address: \_\_\_\_\_

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

Beginning point: \_\_\_\_\_

Ending point: \_\_\_\_\_

3. Ownership (If more than one owner, attach a list of owners and their agents along with a map clearly showing the location of each ownership).  
**Site control issues must be resolved by the close of the submission period (March 1, 2021).**

Include a boundary map of the project site. **Tab as "Exhibit C"**

Include a copy of site control documents (e.g. deed, lease agreement, etc.)  
**Tab as "Exhibit D"**

Owner: \_\_\_\_\_ Owner's Agent: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

4. U.S. CONGRESSIONAL DISTRICTS IN WHICH THE PROJECT SITE IS LOCATED:  
*These should be the district in which the project site is located. If you are not sure of the district, contact your local office of the Supervisor of Elections.*

U.S. Representative's Name: \_\_\_\_\_

U.S. House District Number: \_\_\_\_\_

5. STATE LEGISLATIVE DISTRICTS IN WHICH THE PROJECT IS LOCATED:  
*These should be the district in which the project site is located. If you are not sure of the district, contact your local office of the Supervisor of Elections.*

State Senator's Name: \_\_\_\_\_

State Senate District Number: \_\_\_\_\_

State Representative's Name: \_\_\_\_\_

State House District Number: \_\_\_\_\_

### 6. PROJECT DESCRIPTION

Briefly describe the proposed project. *Include physical characteristics of the site, such as land resources, vegetation, fish and wildlife, historical, archaeological resources, previous land usage and transportation access as well as a description of proposed project activities. If the project is an equipment purchase, describe the equipment, how it will be used to benefit recreational trails (include where it will be stored, who will maintain it, proposed projects for its use and the land managing agency on whose property equipment will be used).*



# Part III – Financial Information

## PART III – FINANCIAL INFORMATION

1. RTP Funds Requested: Line A \$ \_\_\_\_\_
2. Local Funds Available:
  - 1) Cash: Line B \$ \_\_\_\_\_
  - 2) In-Kind: Line C \$ \_\_\_\_\_
 Total Local Funds Available: Line D \$ \_\_\_\_\_  
Sum of lines B and C
3. Total Cost of Proposed Project: Line E \$ \_\_\_\_\_  
Sum of Lines A and D

*The Total Project Cost (Line E) must equal the grant request (Line A) plus the total local funds available (Line D). This figure (Line A) should not total more than \$400,000 (non-motorized), \$500,000 (mixed use), or \$1,000,000 (motorized) for the purpose of this application.*

4. **PROJECT COST ESTIMATE:** For each element, please indicate if it is a new facility, renovation or maintenance of an existing facility, accessibility improvements, equipment purchase, or trail user education components. *Costs of planning, permitting and site preparation should be included within the cost of each element (not to exceed 15% of total project cost).*

Element Type	Quantity	Description	Estimated Cost
New			
Renovations			
Maintenance			
Accessibility			
Equipment			
Trail User Ed.			

<i>Total Project Cost</i>	<i>RTP Grant</i>	<i>Local Match</i>	<i>Point Value</i>
\$100,000	\$50,000	\$50,000	5
\$100,000	\$60,000	\$40,000	3
\$100,000	\$80,000	\$20,000	1

### Financial Assurance/ Proof of Match

Please provide an excerpt from the current fiscal year budget or a letter from the Chief Financial Office that match funding has been allocated for the project and is currently available to be expended.





# Part IV – General Evaluation Criteria

## PART IV – GENERAL EVALUATION CRITERIA

### 1. PROJECT TYPE

**Provide Conceptual Site Plan. Tab as "Exhibit E"**

**Provide Photographs of the Project Area.** Submit color, on-site photographs sufficient to depict the physical characteristics of the project area. **Tab as "Exhibit F"**

**Provide Location Map and Directions.** Submit a detailed street, road or highway map precisely locating the project site. Also, provide clear and concise written driving instructions from the nearest federal or state highway. **Tab as "Exhibit G"**

\_\_\_\_\_ Construction of new trails on federal, state, county or municipal lands where recreational needs for such construction is shown

\_\_\_\_\_ Development and rehabilitation of trailside and trailhead facilities and trail linkages

\_\_\_\_\_ Maintenance and restoration of existing trails

\_\_\_\_\_ Purchase of trail construction or maintenance equipment

### 2. CAPITAL IMPROVEMENT PLAN

A. The project implements the applicant's adopted local comprehensive plan (city or county); or the land management or recreation or trail plan of a state or federal agency and; is included in their Capital Improvement Plan (CIP) or similar plan during the current year or one of the next three (3) fiscal years: *(Include copies of any necessary documents/plans which clearly indicate the proposed project. Please highlight project name, amount and year.)* **Tab as "Exhibit H"**

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

--OR--

B. Is the proposed project included as part of the plan through a resolution or agency commitment committing the applicant to amend their CIP or similar plan to include the project should the applicant receive program funds: *(Include copies of any necessary documents/plans/resolutions which clearly indicate the proposed project. Please highlight project name, amount and year.)* **Tab as "Exhibit H"**

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

### 3. STATE COMPREHENSIVE OUTDOOR RECREATION PLAN

Explain how the proposed project would address one or more of the issues or goals identified in the State Comprehensive Outdoor Recreation Plan. Use the **Outdoor Recreation in Florida – 2019 (SCORP)**. Provide quotations or other appropriate references to justify the correlation. Use a separate sheet if necessary. **Tab as "Exhibit I"**

### 4. STATE GREENWAYS AND TRAILS PLAN

Explain how the proposed project would address one or more issues or goals as identified in the State's Greenways and Trails Plan. Use the **Florida's Greenways and Trails System Plan – 2019-2023**. Provide quotations or other appropriate references to justify the correlation. Use a separate sheet if necessary. **Tab as "Exhibit J"**

### 5. ACCESSIBILITY

Describe how the project facilitates and improves the access and use of trails by persons with disabilities.



# Part IV – General Evaluation Criteria

## 6. YOUTH CONSERVATION OR SERVICE CORPS

The project is supported through a written letter of commitment between the applicant and a recognized youth conservation or service corps in which the corps agrees to supply a stated amount of labor.

Yes  No

*If "Yes", submit a copy of the written letter of commitment between the applicant and the service corps. Written letter must be executed by the end of the submission period and quantify the amount of labor in monetary units. Tab as "Exhibit K"*

## 7. CONNECTIVITY AND LINKAGES

Describe how the proposed project provides access to or between any of the following:

(A) Public parks or other recreational lands or facilities;

(B) Features or areas of historic, cultural, biological or archaeological significance; *Provide copy of letter from Florida Department of State (Tab as "Exhibit L") and/or Florida Natural Areas Inventory (Tab as "Exhibit M").*

(C) Existing intermodal transportation corridors or trail systems; and/or

(D) Residential populated areas.

## 8. PUBLIC PARTICIPATION

Please indicate which of the following apply (**select all that apply**):

A. An advertised public meeting was held solely for the purpose of discussing the proposed project. *Attach a copy of proof of publication for the advertisement. Meeting must be for the **SOLE PURPOSE** of discussing the project proposed in the application. The advertisement should indicate that the purpose of the meeting is to discuss a RTP grant for this project site. Tab as "Exhibit N-1"*

B. The project was discussed at a regularly scheduled meeting of the applicant's advisory board responsible for park, recreation and leisure service activities. *Provide a copy of the agenda and/or minutes of the advisory board meeting(s) where this project was discussed. The board must be an appointed group of citizens, such as a parks and recreation advisory board, who would normally review projects similar to the proposed grant application. Discussion must take place at a regularly scheduled meeting. Planning and zoning or similar boards may be used if a parks and recreation advisory board does not exist. **CITY OR COUNTY COMMISSIONS ARE NOT CONSIDERED ADVISORY BOARDS.** Tab as "Exhibit N-2"*

C. Public input on the proposed project was obtained through presentations to community organizations, neighborhood associations and/or a written opinion survey. *Provide documentation (agenda, minutes or thank-you letter) showing that presentations regarding this project were made to community organizations or groups **OR** provide a copy of the survey instrument and a summary of the results and explain how the results relate to the proposed project. Tab as "Exhibit N-3"*

## 9. NATIONAL SCENIC TRAIL OR NATIONAL RECREATION TRAIL

A. The project is located on or connects with the Florida National Scenic Trail:

Yes  No

*If yes, provide map and documentation (letter from U.S. Forest Service) indicating connectivity with a **certified portion** of the Florida National Scenic Trail. Tab as "Exhibit O"*

B. The project is located on or connects with a National Recreation Trail:

Yes  No

*If "Yes", provide a map and documentation (letter from the National Park Service) indicating connectivity with a **designated** National Recreation Trail. Tab as "Exhibit O"*





# Part IV – General Evaluation Criteria

## 10. STATE OF FLORIDA DESIGNATED RECREATIONAL GREENWAY OR TRAIL

The project is located on or connects with a State of Florida designated greenway or trail.

Yes  No

If "Yes", provide a map and documentation (letter from Office of Greenways and Trails) indicating connectivity. **Designation Agreements must be fully executed by end of submission period. Tab as "Exhibit P"**

## 11. MATCHING RATIO

RTP is a matching grant program. Maximum grant award can account for 80% of total project costs (federal grant amount: grantee's cash and/or in-kind services). Select which matching ratio applies to this project:

- A. 50:50
- B. 60:40
- C. 80:20

**\* Federal Agencies: only 95% of total project costs may be federal dollars. Please explain the source of funds for remaining 5%.**

Source of non-Federal dollars when applicant is Federal Agency: \_\_\_\_\_.

## 12. MIXED USE PROJECTS

A. The specific trail design demonstrates that the project will support recreational trail opportunities for **both motorized and nonmotorized use** through innovative techniques such as multiple trails sharing a single corridor, or time sharing of trails or trailhead facilities, or other innovative corridor sharing techniques.

Yes  No

If "Yes", please explain innovative techniques to be employed and address potential user conflicts. **Tab as "Exhibit Q"**

B. The specific trail design demonstrates that the project will support mixed-use recreational trail opportunities, either motorized or nonmotorized, through innovative techniques.

Yes  No

If "Yes", please explain innovative techniques to be employed and address potential user conflicts. **Tab as "Exhibit Q"**

## PART V – SPECIFIC CRITERIA

### 1. MOTORIZED PROJECTS Only:

A. The proposed project will: **(select only one)**

- 1. Develop new motorized recreational trails.
- 2. Repair or restore designated motorized trails impacted by normal use.
- 3. Develop motorized trail facilities on existing motorized recreational trail corridors.

B. The project will support compatible recreational trail use for the greatest number of the following: **(select ALL that apply)**

- 1. Off-Road Motorcycles
- 2. All-Terrain Vehicles
- 3. Off-Highway Vehicles (high clearance vehicles)
- 4. Other Motorized Recreational Trail Use. List all: \_\_\_\_\_.

### 2. NONMOTORIZED PROJECTS Only:

A. The proposed project will: **(select only one)**

- 1. Develop nonmotorized recreational trail facilities on new corridors.
- 2. Develop nonmotorized recreational trail facilities on existing corridors.
- 3. Improve or repair existing nonmotorized recreational trail and/or facilities.



# Part V – Specific Criteria

B. The specific trail design demonstrates that the project will support mixed-use recreational trail opportunities, either motorized or nonmotorized, through innovative techniques.

\_\_\_ Yes      \_\_\_ No

If "Yes", please explain innovative techniques to be employed and address potential user conflicts. **Tab as "Exhibit Q"**

## PART V – SPECIFIC CRITERIA

### 1. MOTORIZED PROJECTS Only:

A. The proposed project will: **(select only one)**

- \_\_\_ 1. Develop new motorized recreational trails.
- \_\_\_ 2. Repair or restore designated motorized trails impacted by normal use.
- \_\_\_ 3. Develop motorized trail facilities on existing motorized recreational trail corridors.

B. The project will support compatible recreational trail use for the greatest number of the following: **(select ALL that apply)**

- \_\_\_ 1. Off-Road Motorcycles
- \_\_\_ 2. All-Terrain Vehicles
- \_\_\_ 3. Off-Highway Vehicles (high clearance vehicles)
- \_\_\_ 4. Other Motorized Recreational Trail Use. List all: \_\_\_\_\_.

### 2. NONMOTORIZED PROJECTS Only:

A. The proposed project will: **(select only one)**

- \_\_\_ 1. Develop nonmotorized recreational trail facilities on new corridors.
- \_\_\_ 2. Develop nonmotorized recreational trail facilities on existing corridors.
- \_\_\_ 3. Improve or repair existing nonmotorized recreational trail and/or facilities.

B. The nonmotorized project will support compatible recreational trail use for the greatest number of the following: **(select ALL that apply)**

- \_\_\_ 1. Bicycling
- \_\_\_ 2. Skating
- \_\_\_ 3. Day Hiking
- \_\_\_ 4. Equestrian Activities
- \_\_\_ 5. Fitness Activities
- \_\_\_ 6. Overnight or Long Distance Backpacking
- \_\_\_ 7. Aquatic Activity
- \_\_\_ 8. Other Nonmotorized Recreational Trail Use. List all: \_\_\_\_\_.

### 3. MOTORIZED AND NONMOTORIZED MIXED-USE PROJECTS Only:

A. The motorized/nonmotorized mixed-use project will: **(select only one)**

- \_\_\_ 1. Develop new mixed-use trails.
- \_\_\_ 2. Repair or restore designated mixed-use trails impacted by normal use.
- \_\_\_ 3. Develop mixed-use trail facilities on existing motorized recreational trail corridors.

B. The project will support compatible recreational trail use for the greatest number of the following: **(select ALL that apply)**

- \_\_\_ 1. Off-Road Motorcycles
- \_\_\_ 2. All-Terrain Vehicles
- \_\_\_ 3. Off-Highway Vehicles (high clearance vehicles)
- \_\_\_ 4. Other Motorized Recreational Trail Use. List: \_\_\_\_\_.
- \_\_\_ 5. Bicycling

### 3(B) Motorized/Nonmotorized Mixed-Use Projects Only, cont.

- \_\_\_ 6. Skating
- \_\_\_ 7. Day Hiking
- \_\_\_ 8. Equestrian Activities
- \_\_\_ 9. Fitness Activities
- \_\_\_ 10. Overnight or Long Distance Backpacking
- \_\_\_ 11. Aquatic Activity
- \_\_\_ 12. Other Nonmotorized Recreational Trail Use. List: \_\_\_\_\_.





# Part V – Specific Criteria

## 4. EDUCATIONAL PROJECTS Only:

A. The educational trail project will: **(select ALL that apply)**

- 1. improve trail user safety.
- 2. reduce trail user impacts upon the resources.
- 3. increase public awareness of trail opportunities.

B. Describe the education project in detail. *Include in your discussion goals, objectives, methods and materials to be used, time-line. Use separate sheet if necessary. Tab as "Exhibit R"*

C. List all trail interest groups sponsoring this proposed education project. *Provide letter of commitment from each sponsoring group. Tab as "Exhibit S"*

D. Describe the types of trail users targeted by this proposed education project (e.g., hiking, bicycling, motorcycles, motorized, nonmotorized, etc.).

E. Describe the evaluation method which applicant will use to determine the education project's effectiveness. *Use separate sheet if necessary. Tab as "Exhibit T"*



## Part VI - Supporting Documentation

ATTENTION!



Before you finish your application package, make sure you have all the necessary support documents prepared and attached. Please use the list on pages 18-22 of the application to make sure that all applicable documentation is included.

Please remember that four (4) copies (1 original and 3 copies) of the completed and signed application and all supporting documents must be submitted or postmarked no later than March 1, 2021.





# Exhibit A



220 N. Tubb Street • Post Office Box 98 • Oakland, FL 34760-0098 • 407.656.1117 (voice) • 407.656.2940 (fax)

January 4, 2019

Lauren E. Cruz  
Recreational Trails Program  
Department of Environmental Protection  
3800 Commonwealth Boulevard, Mail Station 585  
Tallahassee, FL 32399-3000

Re: Recreational Trails Program

Dear Ms. Cruz,

This letter is to express the support of the Oakland Nature Preserve (ONP) in its effort to seek a Recreational Trails Program grant to help replace the planking and upper portion of the elevated boardwalk to Lake Apopka.

ONP's iconic boardwalk has provided a tourist attraction and a location for environmental education, and recreation for almost twenty years. Constructed in 2002, the 3,100-foot-long elevated boardwalk to Lake Apopka allows visitors to see three ecosystems: uplands, wetlands, and a transition ecotone in between, ending with a spectacular lake view. An alligator has nested alongside the boardwalk, giving visitors an up-close view, bird nests and overhead flight can be seen, a variety of trees and wetland plants provide knowledge of Florida's diversity and beauty.

ONP's boardwalk was built over a vegetated wetland area. To accomplish its construction, workers persevered through the dense undergrowth, water, and deep mud; removing only one single large tree to construct the winding pathway. Interpretative signage identifies features along its length, and future planned enhancements include adding a kayak launch.

As expected, Florida's climate over the years has compromised the integrity of the boardwalk planking. Several hundred hours a year are required to remove and replace broken, badly worn, or splintery boards, which pose a hazard to users. Occasionally large sections of the boardwalk need to be restricted to the public while repairs are made because of damage from storms and hurricanes.



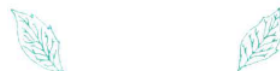
220 N. Tubb Street • Post Office Box 98 • Oakland, FL 34760-0098 • 407.656.1117 (voice) • 407.656.2940 (fax)

A more effective method would be to install composite boardwalk decking along the entire length of the boardwalk. Composite boardwalk decking is highly weather resilient, slip resistant, and easy to keep in excellent condition. These planned boardwalk renovations would allow the structure to continue to serve as a comprehensive recreational and educational amenity for many years to come, without the constant repair required for boards.

As the land managing agency, the Town of Oakland applauds the efforts of ONP to replace this amazing boardwalk with highly stable material that will hold up better moving into the future. An enhanced boardwalk will allow ONP to continue to provide its recreational and educational offerings without as many breaks in service that occur when the current wood used on the boardwalk is damaged from storms or needs replaced due to deterioration. The Town of Oakland accepts the post completion compliance requirements as outlined in Chapter 62S-2 F.A.C.

Sincerely,

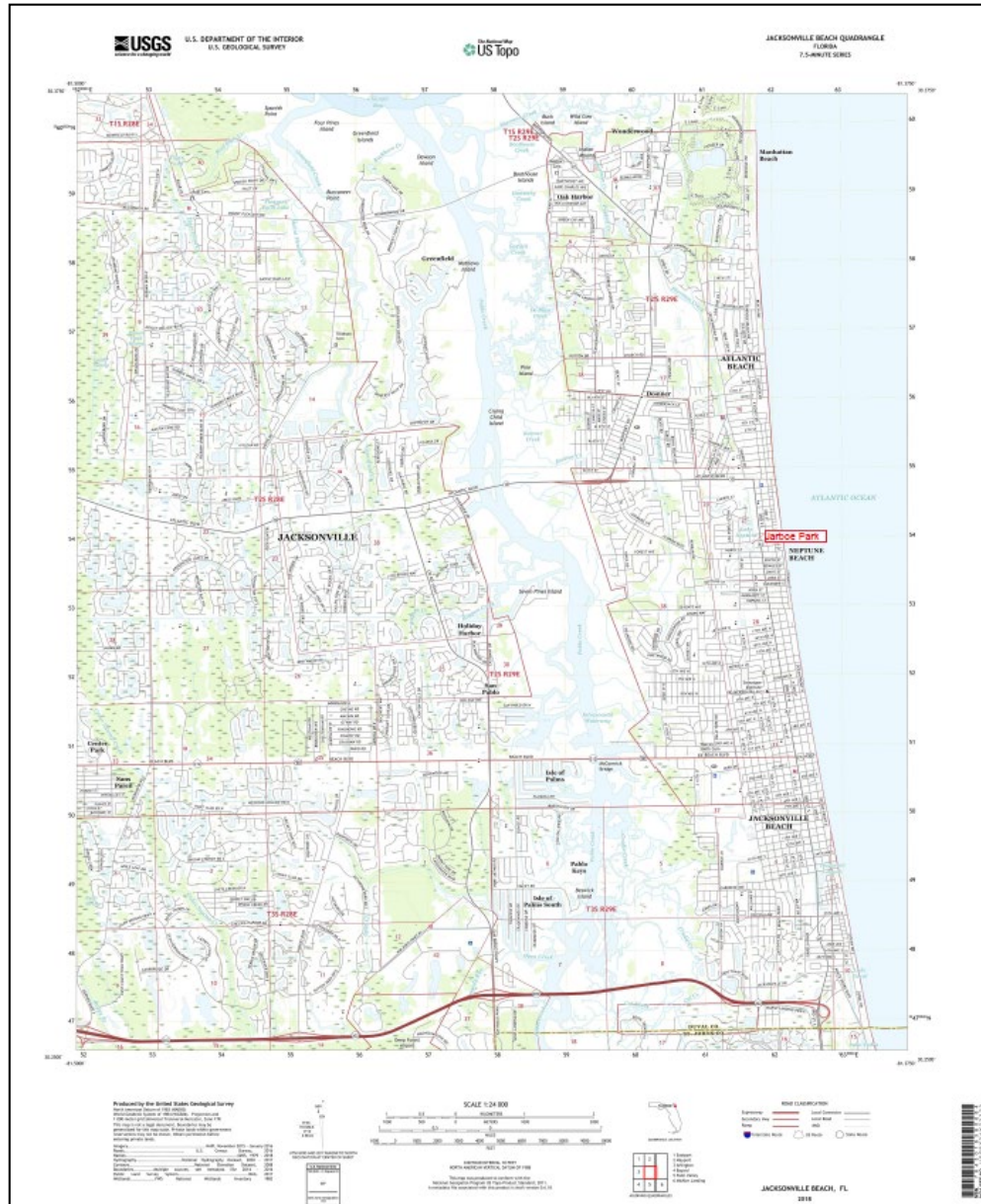
Kathy Stark  
Mayor, Town of Oakland



**Letter of Support & Agreement**  
Organizations must provide a copy of the agreement and a letter from the land managing agency or landowner stating that it supports the project and abides by the compliance requirements as outlined in Chapter 62S-2, F.A.C.



# Exhibit B



**Map of Project Location**  
Show project location on [FDOT](#) County Road Maps or [USGS](#) 7.5 Minute Quadrangle Sheets. Include beginning and ending points.







# Exhibit D



## Site Control

Submit a copy of the site control documentation (deed, lease, etc.) for the project site. If submerged lands are included in the development area, provide a legal document (permit, management agreement, etc.) which indicates permission to use and develop the submerged lands. Site control must be effective by the close of the submission period.

Please Return to:  
Fla. Department of Transportation  
R/W Records Mgr., MS 3-561  
719 W Woodland Blvd  
Dorland, FL 32720-0834  
Attn: M. Jones

03-BSD05-06/01  
October 19, 2004  
This instrument prepared by  
KATIE GIBSON  
Under the direction of  
GEORGE S. LOVETT, ATTORNEY  
Department of Transportation  
719 South Woodland Boulevard  
Dorland, Florida 32720-0834

PARCEL NO. 107.1R  
SECTION 11200  
F.P. NO. 238424 1  
STATE ROAD 25  
COUNTY LAKE

CFR 2004151604  
St. 02697 Fax 9051 - 852 (5eva)  
DATE: 11/15/2004 11:57:24 AM  
JAMES C. BARKINS, CLERK OF COURT  
LAKE COUNTY  
RECORDING FEES 44.00

**CITY DEED**

THIS DEED, made this 10 day of November, 2004 by the CITY OF MINNEOLA, a municipality of the State of Florida, grantor, to the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, grantee: (Whoever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors, and assigns of organizations).

WITNESSETH: That the grantor, for and in consideration of the sum of \$1.00 and other valuable considerations, receipt and sufficiency being hereby acknowledged, hereby grants, bargains, sells, alien, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Lake County, Florida, viz:

PARCEL 107 SECTION 11200  
F.P.NO. 238424 1

That part of:  
That certain Atlantic Coast Railroad Right of Way described and recorded in Official Records Book 1241, Page 666, Public Records of Lake County, Florida (abandoned under A.F.E. 10.397, dated 6/84); Section 18, Township 22 South, Range 26 East.

Being described as follows:

COMMENCE at the 4" X 4" concrete monument marking the Southeast corner of Section 18, Township 22 South, Range 26 East, Lake County, Florida, thence North 88°43'33" West, along the South line of said Section 18, a distance of 1400.25 feet to the intersection of said South line with the centerline of survey of State Road 25, as shown on Florida Department of Transportation Right of Way Map, Section 11200, F.P. No. 238424 1; said point being on a curve concave Southwesterly, having a radius of 6749.85 feet and a chord bearing of North 13°25'01" West; thence Northwesterly along said centerline of survey and the arc of said curve through a central angle of 26°14'34", a distance of 2633.47 feet to the point of tangency; thence continue along said centerline of survey North 29°32'18" West, a distance of 414.85 feet; thence departing said centerline North 89°23'16" West, a distance of 112.38 feet to a point on the Westerly existing right of way line of said State Road 25; thence North 29°32'18" West along said Westerly existing right of way line a distance of 165.02 feet to a point on the Southerly right of way line of Atlantic Coast Railroad (abandoned) and the POINT OF BEGINNING; said point being on a curve concave Southerly, having a radius of 905.37 feet and the arc of said curve through a central angle of 00°58'44", a distance of 15.47 feet; thence departing said South right of way line of Atlantic Coast Railroad (abandoned) and curve, North 20°32'18" West a distance of 121.42 feet to a point on the Northerly right of way line of Atlantic Coast Railroad (abandoned); said point being on a curve concave Southerly, having a radius of 1095.37 feet and a chord bearing of South 78°23'53" East; thence Easterly along said Northerly right of way line and the arc of said curve through a central angle of 11°11'45", a distance of 196.46 feet; thence continue along said North right of way line South 00°28'37" West a distance of 20.90 feet to a point on a curve concave Southerly, having a radius of 985.37 feet and a chord bearing of South 65°31'10" East; thence Easterly along said Northerly right of way line and the arc of said curve through a central angle of 13°51'42", a

Book2697/Page81 CFN#2004151604 Page 1 of 5 D - 2

PARCEL NO. 107.1R  
SECTION 11200  
F.P. NO. 238424 1  
PAGE 2

distance of 238.39 feet to the point of Tangency; Thence departing said North right of way line of Atlantic Coast Railroad (abandoned) and said curve, South 31°24'41" West a distance of 80.00 feet to a point on the Southerly right of way Atlantic Coast Railroad (abandoned) and the point of curvature, said curve being concave Southerly, having a radius of 925.37 feet and a chord bearing of North 64°50'50" West; thence Westerly along said South right of way line and the arc of said curve through a central angle of 12°43'02", a distance of 205.39 feet; thence continue along said North right of way line South 00°28'37" West a distance of 21.08 feet to a point on a curve said point being on a curve concave Southerly, having a radius of 905.37 feet and a chord bearing of North 74°53'03" West; thence Westerly along said Southerly right of way line and the arc of said curve through a central angle of 07°59'29", a distance of 126.28 feet to the POINT OF BEGINNING.

Containing 0.694 acres more or less.

This instrument prepared under the direction of:  
Kimberly A. Buchheit, P.S.M. No. 4838  
Buchheit Associates, Inc. Surveyors & Mappers  
427 CenterPointe Circle, Suite 1811  
Altamonte Springs, FL 32701  
(407) 331-0505  
December 12, 2003

RESERVING unto the Grantor a perpetual easement for access and public use of the portion known as the Minneola Trail. In addition, the Grantor shall be responsible for any and all maintenance of the Minneola Trail associated with Grantor's use described above.

TOGETHER with all tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

IN WITNESS WHEREOF, the said grantor has caused these presents to be executed in its name by its Mayor, and its seal to be hereto affixed, attested by its City Clerk, the date first above written.

Signed, sealed and delivered in the presence of Two witnesses required by Florida Law

CITY OF MINNEOLA, FLORIDA

By: Randall D. Mays Jr.  
Randall D. Mays Jr.  
Its Mayor

ATTEST: Janet McDaniel  
Janet McDaniel  
Its City Clerk  
ADDRESS OF GRANTOR:  
800 N. US Hwy 27  
Minneola, FL 34715

STATE OF FLORIDA  
COUNTY OF LAKE

The foregoing instrument was acknowledged before me this 10th day of November, 2004, by Randall D. Mays Jr., Mayor, who is personally known to me or who has produced as identification.

FRONTTYPE NAME: \_\_\_\_\_  
Notary Public in and for the County and State last aforesaid.  
My Commission Expires: \_\_\_\_\_  
Serial No., if any: \_\_\_\_\_

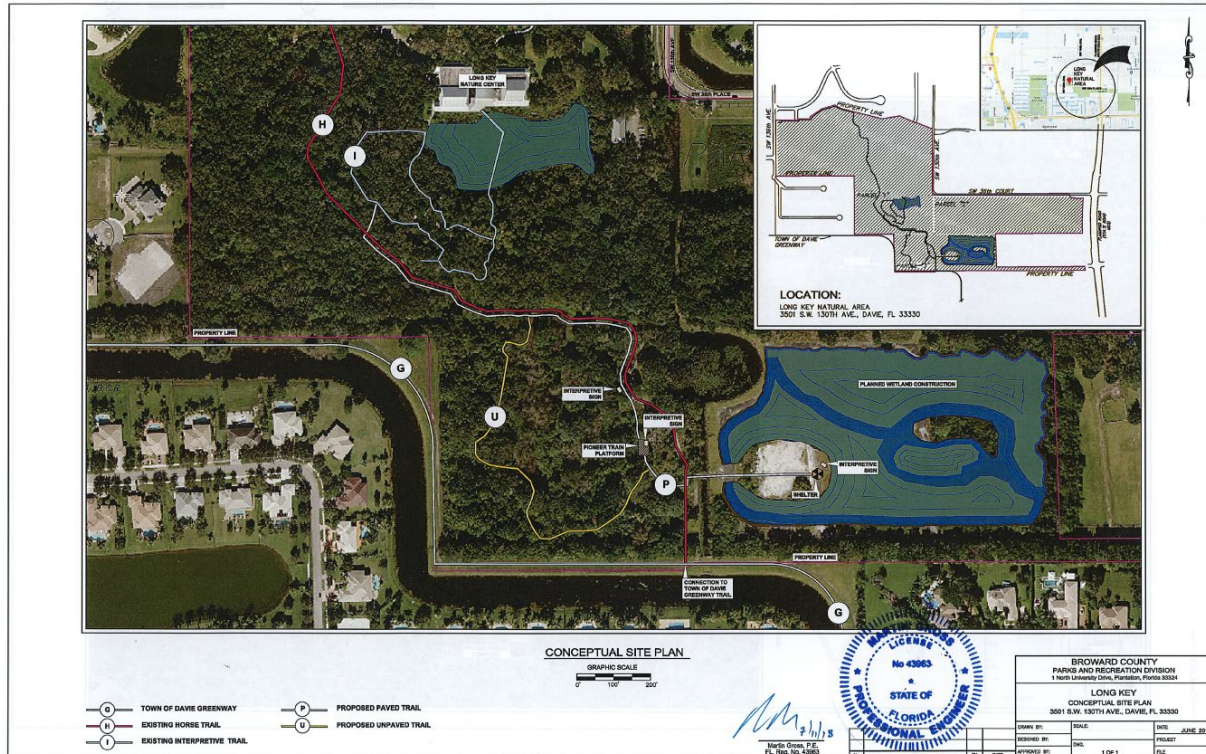
NECESSARY FOR LAW PURPOSES UNDER CHAPTER OF CONDEMNATION PURSUING TO SEC. 271.04

Book2697/Page82 CFN#2004151604 Page 2 of 5





# Exhibit E

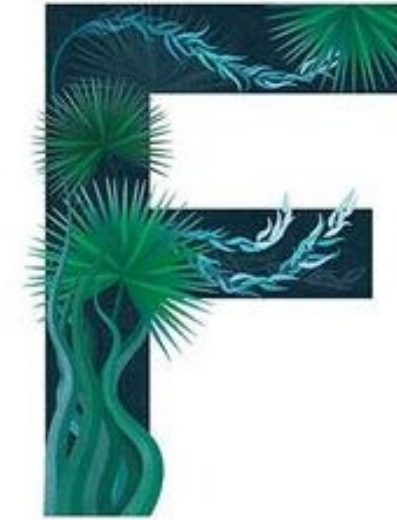


## Conceptual Site Plan

Submit a conceptual site plan displaying the areas and facilities to be developed as proposed in the scope of the application. The site plan must correlate with the project boundary area identified in the project boundary map and cost estimate. The site plan must **CLEARLY DELINEATE & COLOR CODE** between facilities and opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development (not in this project).



# Exhibit F



## Photographs

Submit color, on-site photographs sufficient to depict the physical characteristics of the project area. Provide color photographs for all four copies of your application. Aerial photographs are requested, but not required. Please mark an approximate boundary of the project site and note major roads and/or landmarks on the aerial photo (note: this is not the boundary map).







# Exhibit H



FISCAL YEAR 2017/2018		Five-Year Capital Improvements Plan FY 2017/2018 to FY 2021/2022					
Project Name	Funding	Estimated Cost	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
<b>Infrastructure</b>							
Annual Street Resurfacing	CAF	\$ 150,000	\$ 50,000	\$ 100,000	\$ -	\$ -	\$ -
SBSRP* Parking Lot Resurfacing	CAF	\$ 400,000	\$ -	\$ 400,000	\$ -	\$ -	\$ -
Crotty Park Improvements	CAF	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -
DeSoto Field Stormwater Project	SUF	\$ 950,000	\$ 950,000	\$ -	\$ -	\$ -	\$ -
A1A Improvements	CRTF	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Jackson Avenue Complete Street	CRTF	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ -	\$ -
Solar Panels CityHall/Civic Center	CAF	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -
Gemini Pedestrian Park Project	CAF	\$ 210,000	\$ -	\$ -	\$ 10,000	\$ 200,000	\$ -
Stormwater Line Replacement	SUF	\$ 300,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -
Septic Removal/Install Sewer (ballfields)	CAF	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -
<b>TOTAL</b>		<b>\$ 2,750,000</b>	<b>\$ 1,330,000</b>	<b>\$ 1,010,000</b>	<b>\$ 210,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>
Total Capital Assets Fund (CAF)		\$ 1,050,000	\$ 180,000	\$ 560,000	\$ 110,000	\$ -	\$ -
Total Stormwater Utility Fund (SUF)		\$ 1,250,000	\$ 1,050,000	\$ 100,000	\$ 100,000	\$ -	\$ -
Total Community Redevelopment Agency Trust Fund (CRTF)		\$ 450,000	\$ 100,000	\$ 350,000	\$ -	\$ -	\$ -
Community Services Fund (CSF)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

\* SBSRP is Satellite Beach Sports Recreation Park

**Capital Improvement Plan or Resolution**  
 Submit a copy of the capital improvement plan or resolution amending the existing schedule to include the proposed project. State or federal agencies provide a copy of their land management or recreation or trail plan.





# Exhibit I

## STATE COMPREHENSIVE OUTDOOR RECREATION PLAN Exhibit I

Explain how the proposed project would address one or more of the issues or goals identified in the State Comprehensive Outdoor Recreation Plan. Use the *Outdoor Recreation in Florida – 2013 (SCORP)*. Provide quotations or other appropriate references to justify the correlation. Use a separate sheet if necessary.

### DeSoto Park Complex Multi-Use Recreational Trail

**Goal 2-1:** Maintain and manage adequate availability of resources for a growing population.

According to the U.S. Census Bureau<sup>1</sup>, the City of Satellite Beach experienced a growth increase of 7.2% between 2010 and 2016. To increase recreational opportunities for this growing population, the project will enhance an existing recreational property, DeSoto Park Complex, by adding a 1,800 l.f. multi-use trail and installing the community's first multi-generational playground. In addition, there are future plans to build the City's first public canoe/kayak launch, which will connect to the trail and provide a water access point.

**Strategy 1:** "Given Florida's current economic situation...agencies should focus efforts on enhancing existing access points and facilities..."

**Goal 2-3:** All recreation providers should seek to increase universal accessibility.

The multi-use recreational trail will be an 8' wide, concrete, ADA accessible path. The multi-generational exercise stations will offer equipment that is both ADA compliant and will accommodate various fitness levels. Adequate and accessible information on the park's new features will be readily available through multiple printed and online resources.

**Goal 2-4:** Protect water resources while providing adequate access.

Three educational, solar panel kiosks will be erected in conjunction with this project. One kiosk will cover the benefits of solar power. The other two kiosks will focus on protecting water resources, specifically nutrient reduction and the Indian River Lagoon, and manatee awareness. They will be located on the project's west boundary, along a canal that is frequented by endangered manatees. The City's first, public kayak launch will provide water access and will be connected to the new multi-use recreational trail and paved parking area.

**Strategy 5:** "...work to reduce the amount of nutrient pollution that enters Florida's waters through programs that teach the public about where nutrients come from and what they can do to help." **Strategy 7:** "...increase public access to Florida's waters by preserving...and identifying sites for public and private recreation."

**Strategy 8:** "...identify water areas under their jurisdiction where inadequate recreational access exists or where existing water access can be improved, and give priority to making the needed improvements."

<sup>1</sup> U.S. Census Bureau, Population Estimates Program (PEP), Updated annually. Retrieved from <https://www.census.gov/quickfacts/fact/table/satellitebeachcityflorida/POP060210>



## SCORP

Submit a written response to Part IV, Item 3, Page 9 of this application. Include narrative explaining of how the project implements one or more of the outdoor recreation goals and objectives as listed in the [2019 SCORP](#).



# Exhibit J

## STATE GREENWAYS AND TRAILS PLAN Exhibit J

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

### DeSoto Park Complex Multi-Use Recreational Trail

#### Goal 1: Identify and prioritize trails and greenways to facilitate completion of the FGTS.

The DeSoto Park Multi-Use Recreational Trail will be located within the Land Trail Opportunities Corridor (2015 Land Trails Opportunities Map). The future kayak/canoe launch will provide access to the Patrick Paddleway and link to the Florida Circumnavigational Saltwater Paddling Trail (2015 East Central Paddling Trail Opportunity Map). *The Opportunity Maps contain the comprehensive vision for FGTS (p. 2).*

The proposed project will be connected via pedestrian/bicycle trails to a designated land trail priority, SR A1A, which is located less than a mile to the east. (Priorities Trail Map). *The Priorities Trail Map encompasses the most important corridors and connections... (p. 4).*

Construction of the multi-use recreational trail falls within the Brevard County Gap. (East Coast Greenway/Tropical Terminus Map/Priority Trails Gap Map). *The Priority Trails Gap Map serves as...the guide for directing resources to complete the state's highest priority trail projects (p. 4).*

#### Goal 2: Direct resources and programs to establish and connect the FGTS.

The City of Satellite Beach recognizes the importance of establishing and expanding green spaces and connecting trails. The above mentioned Priority and Opportunity Maps demonstrate that the City's proposed multi-use recreational trail falls within an area of concern where a gap occurs. The trail will connect to vital, preexisting amenities, such as water fountains and restroom facilities, providing access to those traveling by land and water. *Objective 2.2.1: Encourage local...programs that provide funding for greenways and trails to advance the FGTS with the emphasis on completing priorities (p. 6). Objective 2.4.2: Encourage communities...that develop trails to advance completion of the FGTS by directing funding and resources to priorities and gaps (p. 8). Objective 2.5.1: Encourage communities... to pursue designation of trails and greenways that are within the FGTS vision, emphasizing those on the Priority Trails Map (p. 8).*



**State Greenways and Trails Plan**  
Submit a written response to Part IV, Item 4,  
Page 9 of this application. Include narrative  
explaining of how the project implements one  
or more of the goals and objectives as  
indicated in the 2019-2023 [State Greenways  
and Trails System Plan.](#)





# Exhibit K



## Service Corps

Submit a copy of letter of commitment between the applicant and recognized youth conservation or service corps, in which the corps agrees to supply stated amount of labor.

**Scout troops and similar groups do NOT qualify. AmeriCorps is a recognized service corps.** Refer to [42 U.S.C. 12572](#) and [42 U.S.C. 12656](#) for definitions.



# Exhibit L



## FLORIDA DEPARTMENT OF STATE

RON DESANTIS  
Governor

LAUREL M. LEE  
Secretary of State

Chris Stahl, Coordinator  
Florida State Clearinghouse  
Florida Department of Environmental Protection  
3800 Commonwealth Blvd., M.S. 47  
Tallahassee, FL 32399-2400

22 May 2020

RE: DHR Project File No. 2020-2754, Received by DHR 19 May 2020  
Project: *Minneola Trail Renovations [RTP]*  
RTP Grant: T18023  
Applicant: City of Minneola  
County: Lake

### To Whom It May Concern:

The Florida State Historic Preservation Office reviewed the referenced project for possible effects on historic properties listed, or eligible for listing, on the *National Register of Historic Places*. The review was conducted in accordance with Section 106 of the *National Historic Preservation Act of 1966*, as amended, and its implementing regulations in *36 CFR Part 800: Protection of Historic Properties*.

Based on our desktop review, the project area exhibits a low potential for undocumented cultural resources. It is the opinion of this office that the proposed project is unlikely to affect historic properties. However, the grant, if issued, should include the following special condition regarding unexpected discoveries:

- If prehistoric or historic artifacts, such as pottery or ceramics, projectile points, dugout canoes, metal implements, historic building materials, or any other physical remains that could be associated with Native American, early European, or American settlement are encountered at any time within the project site area, the permitted project shall cease all activities involving subsurface disturbance in the vicinity of the discovery. The applicant shall contact the Florida Department of State, Division of Historical Resources, Compliance Review Section at (850)-245-6344. Project activities shall not resume without verbal and/or written authorization. In the event that unmarked human remains are encountered during permitted activities, all work shall stop immediately and the proper authorities notified in accordance with Section 872.05, *Florida Statutes*.

If you have any questions, please contact Dr. Adrienne Daggett, Archaeologist, Transportation Compliance & Review, by email [adrienne.daggett@doh.myflorida.com](mailto:adrienne.daggett@doh.myflorida.com), or by telephone at 850.245.6372 or 800.847.7278.

Sincerely,

Timothy A. Parsons, Ph.D.  
Director, Division of Historical Resources  
and State Historic Preservation Officer

Division of Historical Resources  
R.A. Gray Building • 500 South Bronough Street • Tallahassee, Florida 32399  
850.245.6300 • 850.245.6436 (Fax) • FLHeritage.com



## Department of State Letter

Submit a letter from the Department of State to verify that a project is for archaeological, historical, or cultural preservation purposes.

You can contact the Division of Historical Resources, [Compliance and Review Section](#) to obtain a full review on the project site.





# Exhibit M



1018 Thomasville Road  
Suite 200-C  
Tallahassee, FL 32303  
850-224-8207  
fax 850-481-9364  
www.fnai.org

Barbara Hollerand  
City of Minneola  
P.O. Box 678  
Minneola, FL 34755

March 24, 2020

Dear Ms. Hollerand,

Thank you for requesting information from the Florida Natural Areas Inventory (FNAI). At your request we have produced the following report for your project area.

The purpose of this Standard Data Report is to provide objective scientific information on natural resources located in the vicinity of a site of interest, in order to inform those involved in project planning and evaluation. This Report makes no determination of the suitability of a proposed project for this location, or the potential impacts of the project on natural resources in the area.

Project: South Lake Trail  
Date Received: 3/17/2020  
Location: Lake County

#### Element Occurrences

A search of our maps and database indicates that we currently have several element occurrences mapped in the vicinity of the study area (see enclosed map and element occurrence table). Please be advised that a lack of element occurrences in the FNAI database is not a sufficient indication of the absence of rare or endangered species on a site.

*The element occurrences data layer includes occurrences of rare species and natural communities. The map legend indicates that some element occurrences occur in the general vicinity of the label point. This may be due to lack of precision of the source data, or an element that occurs over an extended area (such as a wide ranging species or large natural community). For animals and plants, element occurrences generally refer to more than a casual sighting; they usually indicate a viable population of the species. Note that some element occurrences represent historically documented observations which may no longer be extant. Extirpated element occurrences will be marked with an 'X' following the occurrence label on the enclosed map.*

#### Likely and Potential Rare Species

In addition to documented occurrences, other rare species and natural communities may be identified on or near the site based on habitat models and species range models (see enclosed Biodiversity Matrix Report). These species should be taken into consideration in field surveys, land management, and impact avoidance and mitigation.

*FNAI habitat models indicate areas, which based on land cover type, offer suitable habitat for one or more rare species that is known to occur in the vicinity. Habitat models have been developed for approximately 300 of the rarest species tracked by the Inventory, including all federally listed species.*



Florida Resources  
and Environmental  
Analysis Center  
Institute of Science  
and Public Affairs  
The Florida State University

*Tracking Florida's Biodiversity*

Barbara Hollerand

Page 2

March 24, 2020

*FNAI species range models indicate areas that are within the known or predicted range of a species, based on climate variables, soils, vegetation, and/or slope. Species range models have been developed for approximately 340 species, including all federally listed species.*

*The FNAI Biodiversity Matrix Geodatabase compiles Documented, Likely, and Potential species and natural communities for each square mile Matrix Unit statewide.*

#### CLIP

The enclosed map shows natural resource conservation priorities based on the Critical Lands and Waters Identification Project. CLIP is based on many of the same natural resource data developed for the Florida Forever Conservation Needs Assessment, but provides an overall picture of conservation priorities across different resource categories, including biodiversity, landscapes, surface waters, and aggregated CLIP priorities (that combine the individual resource categories). CLIP is also based primarily on remote sensed data and is not intended to be the definitive authority on natural resources on a site.

For more information on CLIP, visit <http://www.fnai.org/clip.cfm>.

The Inventory always recommends that professionals familiar with Florida's flora and fauna conduct a site-specific survey to determine the current presence or absence of rare, threatened, or endangered species.

Please visit [www.fnai.org/trackinglist.cfm](http://www.fnai.org/trackinglist.cfm) for county or statewide element occurrence distributions and links to more element information.

The database maintained by the Florida Natural Areas Inventory is the single most comprehensive source of information available on the locations of rare species and other significant ecological resources. However, the data are not always based on comprehensive or site-specific field surveys. Therefore this information should not be regarded as a final statement on the biological resources of the site being considered, nor should it be substituted for on-site surveys. Inventory data are designed for the purposes of conservation planning and scientific research, and are not intended for use as the primary criteria for regulatory decisions.

Information provided by this database may not be published without prior written notification to the Florida Natural Areas Inventory, and the Inventory must be credited as an information source in these publications. The maps contain sensitive environmental information, please do not distribute or publish without prior consent from FNAI. FNAI data may not be resold for profit.

Thank you for your use of FNAI services. If I can be of further assistance, please contact me at (850) 224-8207 or at [kbrinegar@fnai.fsu.edu](mailto:kbrinegar@fnai.fsu.edu).

Sincerely,

*Keri Brinegar*

Keri Brinegar  
GIS / Data Services

End

*Tracking Florida's Biodiversity*



## Florida Natural Areas Inventory (FNAI) Letter

Submit a letter from [Florida Natural Areas Inventory](#) to verify resources protected by the project.



# Exhibit N-1

### THE BEACHES LEADER/ PONTE VEDRA LEADER

Published Weekly  
Jacksonville Beach, Duval County, Florida  
STATE OF FLORIDA  
COUNTY OF DUVAL

Before the undersigned authority personally appeared **Aline Bailey**, who on oath says that she is **Business Manager of The Beaches Leader/Ponte Vedra Leader**, weekly newspapers published at **Jacksonville Beach** in **Duval County, Florida**; that the attached copy of advertisement, being a **Legal Notice** in the matter of:

**Public Notice**  
City of Neptune Beach  
Special Meeting and Public Hearing  
Recreational Trails Programs  
December 8, 2017

was published in said newspaper in the issues of:

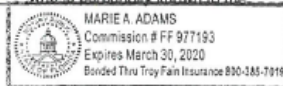
**November 30, 2017**

Affiant further says that the said **The Beaches Leader/Ponte Vedra Leader**, newspapers published at **Jacksonville Beach**, in said **Duval County, Florida**, and that the said newspaper has heretofore been continuously published in said **Duval County, Florida**, each **week** and has been entered as periodicals matter at the post office in **Jacksonville and Ponte Vedra Beach**, in said **Duval and St. Johns Counties, Florida**, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

  
(Signature of Affiant)

Sworn to and subscribed before me this  
30th day of **November 2017**, by

  
(Signature of Notary Public)

who is personally known to me  
  
MARIE A. ADAMS  
Commission # FF 977193  
Expires March 30, 2020  
Bonded Thru Troy Fain Insurance 820-285-7919

(Print, Type, or Stamp Commissioned Name of Notary)

### PUBLIC NOTICE CITY OF NEPTUNE BEACH

Notice is hereby given that the City Council for the City of Neptune Beach will hold a Special Meeting and Public Hearing on **Friday December 8, 2017 at 3:00 P.M.** in the City Council Chambers, 116 First Street, Neptune Beach, Florida.

### RECREATIONAL TRAILS PROGRAM

The sole purpose of the meeting is to discuss the City's 2018 Recreational Trails Program grant application.

If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting or hearing the person will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 296.26, Florida Statute, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office no later than 5:00 pm the day of the meeting.

BL 11/30/17



**Public Participation: N-1**  
Submit a copy of the public meeting advertisement for the **SOLE PURPOSE** of discussing the project.





# Exhibit N-2

Posted: 12/1/17

CITY OF SATELLITE BEACH, FLORIDA

RECREATION DEPARTMENT  
1089 SOUTH PARICK DRIVE 32937  
(321) 773-6458



## AGENDA

### RECREATION BOARD

DESOTO RECREATION COMPLEX  
499 DESOTO PARKWAY, SATELLITE BEACH, FL 32937

DECEMBER 12, 2017  
6:15PM

1. CALL TO ORDER
2. PRESENTATION ON DESOTO STORMWATER PROJECT AND RECREATIONAL TRAILS GRANT PROGRAM
3. TOUR OF DESOTO TENNIS COURTS & SENIOR BASEBALL FIELD
4. DISCUSS VENDING AT CITY PARKS
5. AGENDA ITEMS FOR NEXT MEETING
6. ADOPTION OF MINUTES: OCTOBER 10, 2017
7. ADJOURN

Pursuant to Section 286.0105, FSS, if any individual decides to appeal any decision made by the Samsons Island Working Board with respect to matters considered at this meeting, a verbatim transcript of the proceedings may be required and the individual may need to insure that a verbatim transcript of the proceedings is made.

#### RECREATION BOARD MINUTES FROM REGULAR MEETING HELD December 12, 2017

The meeting of the Recreation Board was called to order at 6:15pm on Tuesday, December 12, 2017. Members in attendance were Kathleen Cleary, Stephen Nieroda, Stacy Jones and Jim Straayer. Also present was Recreation Director, Cassie Warthen.

Recreational Trails Grant: The City's Public Works Director, Allen Potter, presented the plans for storm water improvements to the Desoto Recreation Complex. The city is in the process of applying for a Recreational Trail Grant through the Florida Department of Environmental Protection. The plan for the improvements includes a multigenerational walking path surrounding a large retention pond. The new trail will include equipment geared towards helping elderly citizens in the community stay active and healthy. A new kayak and canoe launch is expected to be added, as well as some additional parking spaces, if needed.

Facility Tour: The members in attendance discussed the different aspects of the park and all the available recreation components, including the senior baseball field, the tennis courts, racquetball courts, and community garden. Board member Straayer asked about the addition of two additional courts, which is in the upcoming capital improvements plan for FY 19/20. Board Member Nieroda mentioned that the parking lot for the facility was very dark and if the city would consider adding additional safety lighting to the lot. Upon further inspection, it was determined that a street light in the corner of the parking lot was out. Director Warthen said she would write up a work order to have it fixed.

Vending at City Parks: Director Warthen has been approached by a gentleman wanting to put a vending machine at Pelican Beach Park. Several city facilities currently have vending at them through agreements with other companies. Conversation with the previous Recreation Director, Kerry Stoms, revealed that in the past the city tried to have vending up at Pelican Park, but due to continuous vandalism was ultimately removed. In the previous agreement, the operator of the machine would be responsible for any damage or maintenance. Board Member Nieroda MOVED, SECOND by Board Member Cleary to move forward into discussions with the proposing company offering vending, and to come up with an agreement to bring back to the board for approval. VOTE: ALL YES. MOTION CARRIED.

Next Meeting Agenda: No items were presented for the January meeting. The board will plan to cancel the regular meeting in January if nothing comes up to add to the agenda.

Adoption of Minutes: The minutes from the October 10 meeting were reviewed. Board Member Cleary MOVED, SECOND by Board Member Straayer to approve the minutes as presented. VOTE: ALL YES. MOTION CARRIED.

The meeting was adjourned at 6:37pm.



**Public Participation: N-2**  
Submit a copy of the agenda  
and/or minutes of a  
**REGULARLY SCHEDULED**  
advisory board meeting.



# Exhibit N-3



David R. Schechter  
Community Center  
1089 S. Patrick Dr.  
Satellite Beach, FL 32937  
(321) 773-6458

December 8, 2017

Mr. Allen Potter  
Public Works Director  
City of Satellite Beach  
530 Cinnamon Drive  
Satellite Beach, FL 32937

Dear Mr. Potter,

Thank you for speaking to our club members on Thursday, December 7, regarding the grant application for the 2018-2019 Florida DEP Recreational Trails Program for the development of a recreational trail on Desoto Parkway. The proposed project will provide much needed outdoor recreational space, specifically geared towards seniors in our community, and better meets the growing interest for a functional, beautiful community park.

The 55+ Club of Satellite Beach is pleased to endorse the recreation improvements as outlined in the 2018-2019 Recreational Trails Program grant application for the Desoto Recreation Park.

Sincerely,

  
Barbara Hessler, Chairperson  
55+ Club of Satellite Beach  
(321) 773-3050  
[info@55plusclubofsb.com](mailto:info@55plusclubofsb.com)



## Public Participation: N-3

Submit documentation of a **PRESENTATION** to community groups such as an agenda, letter of thanks, etc.

OR

Submit a copy of the **SURVEY** instrument and a summary of the results as they relate to the proposed project.





# Exhibit O



## **Letter from U.S. Forest Service**

Submit a letter from the [U.S. Forest Service](#) documenting that the project is located along or connects to a **certified portion of the Florida National Scenic Trail.**

OR

## **Letter from National Park Service**

Submit a letter from the [National Park Service](#) documenting that the project is located along or connects with a **designated National Recreation Trail.**



# Exhibit P



## Florida Department of Environmental Protection

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

Rick Scott  
Governor

Carlos Lopez-Cantera  
Lt. Governor

Ryan E. Matthews  
Interim Secretary

February 28, 2017

Mr. Andrew Hyatt  
City Manager  
City of Neptune Beach  
116 First Street  
Neptune Beach, FL 32266

Re: Jarboe Park

Dear Mr. Hyatt:

In accordance with the Recreational Trail Program application requirements, this letter is to confirm that the Jarboe Park is connected to the Florida Greenways and Trails System (FGTS). The East Coast Greenway (ECG) is a Priority Trail within the FGTS, however the ECG is not a designated trail with a Designation Agreement.

If you have any questions, please feel free to contact me at (850) 245-2939 or [Christine.Small@dep.state.fl.us](mailto:Christine.Small@dep.state.fl.us).

Sincerely,

Christine Small, Regional Coordinator  
Office of Greenways and Trails  
Division of Recreation and Parks

file/CS



**Letter from Office of Greenways & Trails**  
Submit a letter from the [Office of Greenways and Trails](#) documenting that the project is located along or connects with a **designated State of Florida Greenway or Trail.**





# Exhibit R-1, R-2, R-3

## **Education Project Description: R-1**

Explain how the proposed project relates to trail safety, trails-related environmental education, or trails-related environmental protection (i.e., environmentally sensitive trail construction and/or trail maintenance techniques. **Limit to 1 page.**



## **Education Project Description: R-3**

Explain who the target audience is and what the number of people you expect to reach will be. Also explain how you intend to reach this audience.

## **Education Project Description: R-2**

Submit documentation which shows the timetable and deliverables for the project.

**Limit to 1 page.**



# Exhibit S



## **Letters from Trail Interest Groups**

Submit letters of commitment from each of the sponsoring Trail Interest Groups, if applicable.





# Exhibit T



## **Evaluation Methodology**

Submit an evaluation methodology for the proposed education project. This supporting documentation should be based upon sound research principles.



# Exhibit U

City of  
**Neptune Beach**

116 First Street • Neptune Beach, Florida 32266-6140  
(904) 270-2400 • FAX (904) 270-2417



August 27, 2020

Recreational Trails Program (RTP)  
DEP  
32900 Commonwealth Blvd.  
Mail Station 585  
Tallahassee, FL 32399-3000

**RE: City of Neptune Beach Matching Funds for Jarboe Park Trail Phase II**

To whom it may concern:

The City of Neptune Beach commits to participating in and funding for 2018 RTP grant for the Jarboe Park Trail phase II in the amount of \$50,000 match. We are allocated a \$200,000 grant and our match (\$50,000) will come from the Better Jacksonville Sales Tax Fund in our budget.

We're excited about this wonderful opportunity and look forward to the completion of phase II of the Jarboe Park Trail system.

Sincerely,

L Carl LaFleur  
Chief Financial Officer



## **Proof of Match**

Provide a letter from Chief Financial Office that match funding has been allocated for the project and is currently available to be expended



# Ineligible Projects

- Application Scored Below Minimum Points:
  - Non-Motorized Single Use Projects: 55 points
  - Non-Motorized Mixed-Use Projects: 61 points
  - Motorized Projects: 55 points
  - Education Projects: 61 points
- No Site Control of the Project Boundary
- Board of Trustees State Owned Leased Property
- Project Site is not a Viable Recreation Area
- Project Site with Documented and Unresolved Environmental Violations
- Project Site Deemed Ineligible by the State Clearinghouse
- Active Projects or Duplicate Projects







# Post Application & Evaluation Process

Following closure of the application submission period, Department staff will review and score submissions per [Rule 62S-2, F.A.C.](#)

Once notified of deficiencies, applicants may retain eligibility by submitting all documentation missing from or not clear in the application within fifteen (15) working days from the date of the Department's written notification.



# Post Application & Evaluation Process

As the deficiency response period closes, qualified applications are forwarded to the State Clearinghouse for review. Because the RTP program provides federal assistance and projects may have a significant impact on Florida's environment, each application must undergo a state-level review of environmental documents. Once completed, a clearance letter or state process recommendation letter is issued.

All qualified applications are then forwarded to the Recreational Trails Program Advisory Committee (TAC) for review. The TAC holds a Committee Meeting to review these projects, decide if their proposals meet RTP's funding purpose, and establish a Priority List. Applicants will be invited to attend the TAC Committee Meeting to present their projects.





# Post Application & Evaluation Process

The Priority List will comprise of ranked scores for each category: nonmotorized single-use, nonmotorized mixed-use, and motorized. Applications will be ranked on the priority list according to assigned point scores. The application with the highest score will receive the highest rank. The remaining applications will be arranged in descending order according to their assigned point scores.

If two or more applications receive the same score, a tie-breaker system will be used to decide the priority ranking among them. Applications with equal scores shall be assigned an order of priority based on the amount of funds previously received by the applicant through RTP during the previous 5 fiscal years. The application from the applicant which received the lowest amount of program funds will receive the highest priority. The remaining tied applications will be arranged in descending order related inversely to the amount of program funds received.





# Post Application & Evaluation Process

As the recommended Priority List is finalized, the document is presented to the FDEP's Department Secretary or their designee. It is reviewed, revised as necessary, and executed through signature.

The approved Priority List is then forwarded to the U.S. Department of Transportation's Federal Highway Administration (FHWA) for final review. FHWA's endorsement of the Priority List prompts Department staff to issue award memos for applicants with corresponding projects.



# Post Application & Evaluation Process

Post issuance of an award memo, the Department and Grantee shall enter into a grant agreement that sets forth the responsibilities of each part regarding administration of the approved project as outlined in the Application, pursuant to Rule 62S-2.075(1) F.A.C.

The grant agreement shall contain terms and conditions particular to each project. This document is forwarded to the grant manager for review and approval by the appropriate signatory authority. Upon its signature, the grant agreement is returned to the Department and executed through a secondary signature from the Department's Secretary or designee.





# Post Application & Evaluation Process

Florida's RTP grant agreements include a two-year term, starting upon the execution date. As the agreement is executed, new grantees will (a) have 180 calendar days to complete and receive approval of required National Environmental Policy Act (NEPA) documentation by FDOT and (b) have twelve months to complete the commencement process outlined in Task 1.

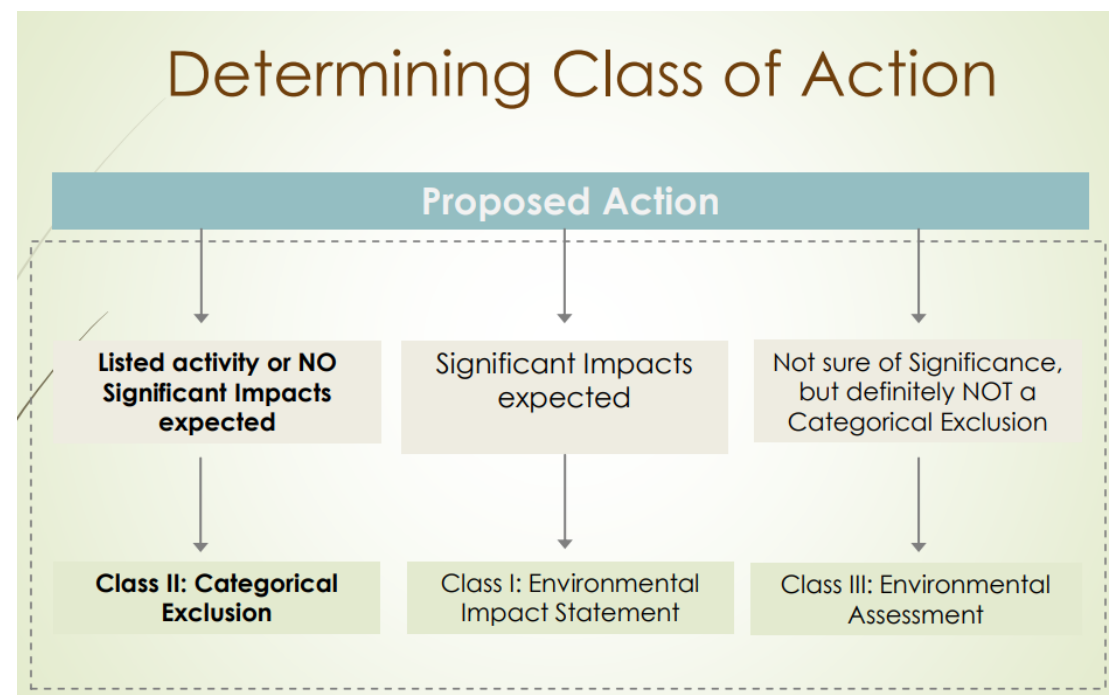
NEPA established a national policy for protection of the environment and to raise awareness of the importance of natural resources to the nation. It requires federal agencies, in cooperation with state and local governments, to address the environmental impacts of a federal action. NEPA applies to project decisions or funding by all federal agencies.





# Post Application & Evaluation Process

Each funded project will be required to submit all documentation on the Type 1 CE checklist to FDOT in order to determine if the project is classified as a categorical exclusion (CE). A CE is a project which, based upon past experience with similar actions, does not individually or cumulatively have a significant environmental effect, and is excluded from the requirement to prepare an Environmental Assessment (EA) or an Environmental Impact Statement (EIS). Both an EA or EIS will need to be prepared by a qualified professional.





# Post Application & Evaluation Process

For more information and guidance on NEPA, please visit the following websites:

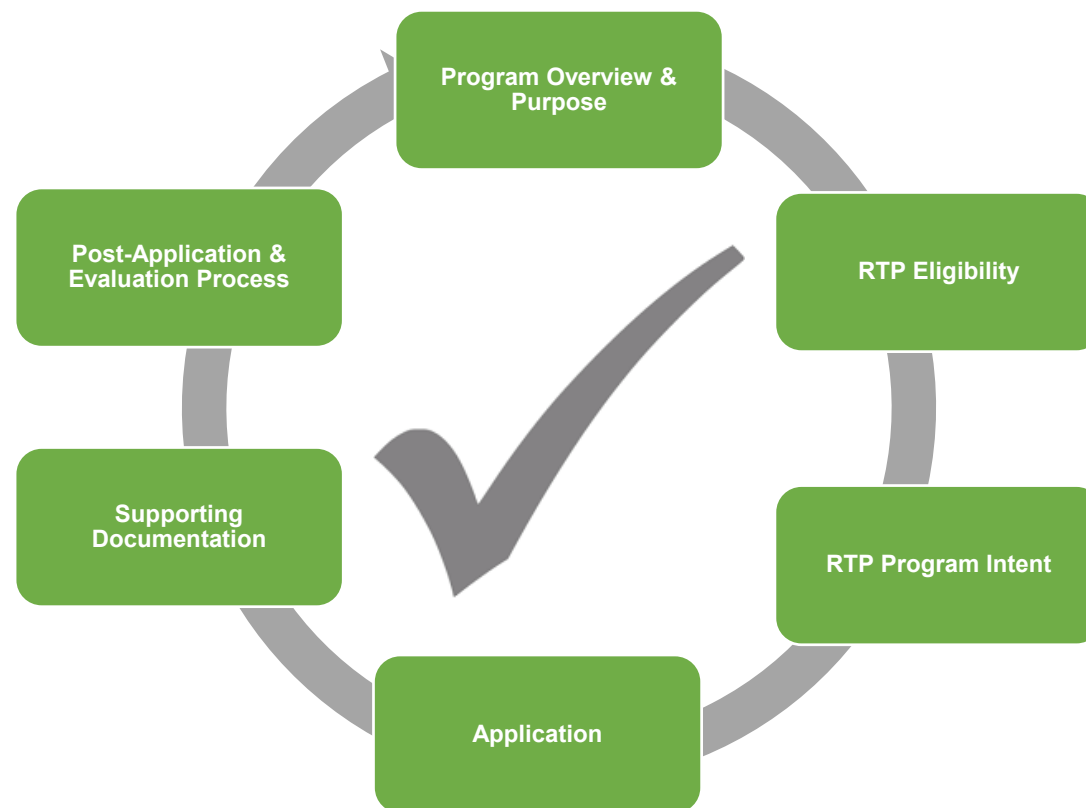
- [NEPA Onboarding for FDEP Grantees](#)
- [FDOT's NEPA Assignment](#)

As you are completing the financial information for your project, please factor in all potential costs for activities associated with Task 1. Activities include all tasks associated with project commencement, which may include planning, design, permitting, surveying, and publication of invitations for contractual services. Additional costs may be incurred from the NEPA process if FDOT determines that your project requires an Environmental Assessment (EA) or Environmental Impact Statement (EIS). As a reminder, these planning expenses should **NOT** exceed 15% of the total project cost.





# Wrap Up







# Resources

CONTACT	PHONE
Recreational Trails Program Information & Assistance	850-245-2501
Florida Statewide Greenways & Trails Plan	850-245-2052
Department of State	850-245-6333
Florida Natural Areas Inventory (FNAI)	850-224-8207
Outdoor Recreation in Florida – 2013 (SCORP)	850-245-3068
U.S. Forest Service (National Scenic Trail)	850-523-8501
U.S. Department of the Interior (National Recreation Trails)	601-446-8692 ext. 6



# RTP Contact Information

**Main Phone Line:** (850) 245-2501

**RTP Community Assistance Consultant (CAC):**

- Tara Reynolds – (850) 245-2065

[Tara.V.Reynolds@floridadep.gov](mailto:Tara.V.Reynolds@floridadep.gov)

**Land & Recreation Grants Management and Legal Counsel:**

- Linda Reeves, OMC Manager – [Linda.Reeves@floridadep.gov](mailto:Linda.Reeves@floridadep.gov)
- Rebecca Wood, Program Manager – [Rebecca.Wood@floridadep.gov](mailto:Rebecca.Wood@floridadep.gov)
- Lois LaSeur, Program Attorney – [Lois.LaSeur@floridadep.gov](mailto:Lois.LaSeur@floridadep.gov)





# Questions or Comments

