



**INTEROFFICE MEMORANDUM**  
**Palm Beach County**  
**Environmental Resources Management**

**DATE:** July 14, 2021

**TO:** Verdenia C. Baker  
County Administrator

**THROUGH:** Patrick Rutter *PR*  
Assistant County Administrator

**FROM:** Deborah Drum, Director *DD 7-16-21*  
Environmental Resources Management

**SUBJECT:** REQUEST FOR DELEGATION OF APPROVAL AUTHORITY:  
**An Artificial Reef Deployment Area Use Agreement (Agreement) with Martin County to use the 96<sup>th</sup> Street Staging Area within Martin County for the purpose of short-term storage, fabrication and deployment of artificial reef materials in connection with Palm Beach County's Artificial Reef Program, beginning upon execution and terminating one-year from date of execution. The Agreement will be automatically extended for an additional one-year unless either party gives written notice of termination at least sixty days prior to the expiration of the current term.**

On May 18, 2021, agenda item 3L-4 (R2021-0694), the Board of County Commissioners approved the County Administrator, or designee, to sign all future time extensions, task assignments, certifications, and other forms associated with the Agreement, and any necessary minor amendments that do not substantially change the scope of work, terms, or conditions of the Agreement.

This memorandum is my request for delegation of signatory authority for the Director or Deputy Director of Environmental Resources Management (ERM), to sign all future time extensions, task assignments, certifications, and other forms associated with this Agreement, and any necessary minor amendments that do not substantially change the scope of work, terms, or conditions of the Agreement. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

APPROVED: *VBaker* DATE: *8/5/21*  
Verdenia C. Baker, County Administrator

DD:kf  
Attachment