

Monday, October 25, 2021  
7:00 pm

Town Hall - 247 Edwards Lane  
Palm Beach Shores, FL



**TOWN COMMISSION  
MEETING AGENDA**

Mayor Alan Fiers  
Vice Mayor Scott McCranels

Commissioner Tracy Larcher  
Commissioner Janet Kortenhaus  
Commissioner Brian Tyler

Keith Davis, Town Attorney  
Town Administrator Wendy Wells  
Town Clerk Evyonne Browning

---

**PLEASE NOTE:  
THIS MEETING MAY BE CONDUCTED USING  
COMMUNICATION MEDIA TECHNOLOGY**

---

<https://townofpalmbeachshores.my.webex.com/townofpalmbeachshores.my/j.php?MTID=mfbe3139d2ce89996432c0c52af5390fa>

Meeting Number: **132 092 0799**

Password: **1025**

**To join meeting by phone (voice only)** Phone Number: 1-408-418-9388 United States Toll

Access Code: **132 092 0799**

Password: **1025**

The entire agenda packet is available on the Town's website: [www.palmbeachshoresfl.us](http://www.palmbeachshoresfl.us)

---

1. **CALL TO ORDER**

- a. Pledge of Allegiance
- b. Roll Call

2. **APPROVAL OF MEETING AGENDA** (Additions, substitutions, deletions)

3. **APPROVAL OF CONSENT AGENDA**

- a. September 27, 2021, Final Budget Hearing 2021/2022 minutes.
- b. September 27, 2021, Commission Meeting Minutes.
- c. Special Event permit No. O-10-1: Ellen Waltz to host a wedding at the Community Center on May 7, 2022, from 3:00 pm to 1:00 am., with 100 participants anticipated. Proof of liability insurance has been provided. Fees will be paid prior to the event.
- d. Special Event permit No. O-10-2: Hugo's Gourmet Catering to host a wedding at the Community Center on November 12, 2022, from 5:00 pm to 11:30 pm with 75 attendees anticipated. Fees have been paid and proof of insurance to be provided prior to the event.
- e. Special Event permit No. O-10-3: Marriott Ocean Pointe to host the annual "Turkey Trot Run" in Palm Beach Shores on November 25, 2021, from 9:00 am to 10:30 am, with 150 attendees anticipated. Proof of insurance has been provided. Fees will be paid prior to the event.
- f. Special Event permit No. O-10-4: Marriott Ocean Pointe to host the annual "Reindeer Run" in Palm Beach Shores on December 24, 2021, from 9:00 am to 10:30 am, with 130 attendees anticipated. Proof of insurance has been provided. Fees will be paid prior to the event.

- g. Special Event permit No. O-10-5: Resident Fred Carr to host a wedding at the Community Center on February 26, 2022, from 4:00 pm to Midnight, with 80 attendees anticipated. Fees have been paid and insurance provided.
- h. Special Event permit No. O-10-6: Resident Michael Rackley to host a birthday party on November 6, 2021, on the first floor of the community center with 39 to 45 attendees. The event will begin at 12:00 noon end at 6:00 pm. Fees have been paid and insurance provided.

#### 4. **DEPARTMENT AND BOARD REPORTS**

- a. Financial Report: *(Wendy Wells, Town Administrator/Treasurer)*
- b. Staff Reports:
  - 1. Sheriff's Department
  - 2. Fire Department
  - 3. Public Works
  - 4. Town Clerk
  - 5. Planning and Zoning Chairman
  - 6. Town Attorney

#### 5. **COMMISSION REPORTS**

#### 6. **OTHER BUSINESS**

- a. Request from Special Event Resource & Design Group, Inc. *(Wendy Wells, Town Administrator/Treasurer)*
- b. Tree Trimming Contract: Bid Results *(Wendy Wells, Town Administrator/Treasurer)*

#### 7. **ORDINANCES AND RESOLUTIONS**

- a. Ordinance O-4-21: AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF PALM BEACH SHORES AT CHAPTER 22. ELECTIONS. AT SECTIONS 22-6. CANVASSING BOARD; METHOD OF VOTING. TO CONFIRM THE TOWN CLERK'S AUTHORITY TO DELEGATE DUTIES TO THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS AS NECESSARY WITHOUT FURTHER AUTHORIZATION FROM THE TOWN COMMISSION AND TO DELEGATE ALL CANVASSING AND CERTIFICATION RESPONSIBILITIES TO THE COUNTY CANVASSING BOARD; DIRECTING THE TOWN CLERK TO TRANSMIT A CERTIFIED COPY OF THIS ORDINANCE TO THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 22. ELECTIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(Second Reading)**



- b. Ordinance O-6-21:AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 70. TRAFFIC AND VEHICLES., ARTICLE II. PARKING, STOPPING AND STANDING., DIVISION 1. GENERALLY. TO CREATE AN ENTIRELY NEW SECTION 70-31 ENTITLED "MOTORIZED SCOOTERS AND MICROMOBILITY DEVICES; PARKING AND OPERATION PROHIBITIONS; ENFORCEMENT; SUPPLEMENTAL REGULATIONS." PROVIDING REGULATIONS FOR THE USE OF SUCH VEHICLES; ALSO AMENDING SECTIONS 70-32 AND 48-4 TO PROVIDE INTERNAL CONSISTENCY AND ACCURATE CROSS-REFERENCING OF SUCH REGULATIONS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 70. TRAFFIC AND VEHICLES. AND CHAPTER 48. PARKS AND RECREATION. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. (**Second Reading**)

8. **MISCELLANEOUS BUSINESS**

9. **PUBLIC COMMENTS**

10. **ADJOURNMENT**

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Town Commission with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings, and for such purpose may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. The meeting/hearing will be continued from day to day, time to time, place to place, as may be found necessary during the aforesaid meeting.

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), THIS DOCUMENT CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT (LARGE PRINT) UPON REQUEST AND SPECIAL ACCOMMODATIONS CAN BE PROVIDED UPON REQUEST WITH THREE (3) DAYS ADVANCE NOTICE.

FOR HEARING ASSISTANCE: If any person wishes to use a hearing device, please contact the Town Clerk.

**TOWN OF PALM BEACH SHORES, FLORIDA  
FINAL 2021/2022 MILLAGE RATE  
AND BUDGET ADOPTION HEARING MEETING MINUTES  
September 27, 2021**

**THIS MEETING WAS CONDUCTED USING COMMUNICATION MEDIA  
TECHNOLOGY AS WELL AS LIMITED IN-PERSON PARTICIPATION**

**CALL TO ORDER**

**Mayor Fiers** called the meeting to order at 7:00 pm. The meeting was held at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404.

**Town Clerk Browning** called the roll, and present were Mayor Alan Fiers, Vice Mayor Scott McCrannels, Commissioner Tracy Larcher, Commissioner Janet Kortenhaus, and Commissioner Brian Tyler.

Also present were PBSO Sgt. Langevin, Fire Chief Trevor Steedman, Public Works Director Alan Welch, Town Administrator Wendy Wells, and Town Attorney Keith Davis. Town Clerk Browning confirmed there was a quorum present.

1. Presentation of proposed millage rate and tentative budget.

Town Administrator/Accountant Wendy Wells stated the percentage increase is **(0.49%)** over the rolled back rate **(6.3193)** necessary to fund the budget.

She also announced the proposed millage rate of **6.3500** mills, the debt service millage rate of **0.4290** mills which included the bond referendum for the underground utility project.

The summary of the tentative budget was presented which included Resolution R-11-21 as Exhibit "A." In addition, Mrs. Wells announced the specific purposes for which the ad valorem revenues are being used.

2. Public comments: There were no public comments.
3. Resolution R-12-21 proposing the millage rates was read for approval consideration.

**MOTION:** Commissioner Tyler moved to approve Resolution R-12-21 as read.

**SECOND and VOTE:** Commissioner Kortenhaus seconded the motion, which passed unanimously.

4. Adopt Resolution R-11-21 proposing the FY2021/2022 Budget was read for approval consideration.

**MOTION:** Commissioner Kortenhaus moved to approve Resolution R-11-21 as read.

**SECOND and VOTE:** Commissioner Larcher seconded the motion, which passed unanimously.



5. Adjournment

**MOTION:** Commissioner Tyler moved to adjourn the meeting.

**SECOND and VOTE:** Vice Mayor McCranel seconded the motion and Mayor Fiers adjourned the meeting at 7:08 pm.

Approved this 25<sup>th</sup> day of October 2021.

\_\_\_\_\_  
Alan D. Fiers, Mayor

Attest: \_\_\_\_\_  
Evyonne Browning, Town Clerk

(Seal)

**TOWN OF PALM BEACH SHORES, FLORIDA  
REGULAR COMMISSION MEETING MINUTES  
September 27, 2021**

**THIS MEETING WAS CONDUCTED USING COMMUNICATION MEDIA  
TECHNOLOGY AS WELL AS LIMITED IN-PERSON PARTICIPATION**

**1. CALL TO ORDER**

**Mayor Fiers** called the meeting to order at 7:08 pm, immediately following the 7:00 pm Final Budget Hearing. The meeting was held at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404.

**Town Clerk Browning** called the roll, and present were Mayor Alan Fiers, Vice Mayor Scott McCranels, Commissioner Tracy Larcher, Commissioner Janet Kortenhaus, and Commissioner Brian Tyler.

Also present were PBSO Sgt. Langevin, Fire Chief Trevor Steedman, Public Works Director Alan Welch, Town Administrator Wendy Wells, and Town Attorney Keith Davis. Town Clerk Browning confirmed there was a quorum present.

**2. APPROVAL OF MEETING AGENDA** (Additions, substitutions, deletions)

**MOTION:** Commissioner Kortenhaus moved to approve the Meeting agenda.

**SECOND and VOTE:** Commissioner Tyler or McCranels (?) seconded the motion, which passed unanimously.

**3. APPROVAL OF CONSENT AGENDA**

- a. August 23, 2021, Commission Meeting Minutes.
- b. September 13, 2021, First Budget Hearing Meeting Minutes.
- c. September 13, 2021, Special Called Commission Meeting Minutes.
- d. Special Event permit No. 0-9-1: Riviera Beach to host a Triathlon on October 2, 2021, from 7:00 am to 12:00 noon with 400 participants expected. The route will include Riviera Beach, North Palm Beach, and the Town of Palm Beach Shores. Fees have been paid and Certificate of Liability Insurance has been provided.
- e. Special Event permit No. 0-9-2: Penny Price and Twisted Sister to host a Costume Party at the Sailfish Marina on October 1 and October 2, 2021, from 4:00 pm to 10:00 pm each day. Fees have been paid and Certificate of Liability Insurance has been provided.
- f. Special Event permit No. 0-9-3: Hope Town-Kelly Ring to host a Fishing Tournament at the Sailfish Marina on December 8, 2021, and December 9, 2021, from 8:00 am to 6:00 pm each day. Fees have paid and Certificate of Liability Insurance has been provided.
- g. Special Event permit No. 0-9-4: London and Larry Rowe to host a Wedding at the Sailfish Marina on December 11, 2021, from 4:00 pm to 10:00 pm with 150 to 200 attendees expected. Fees have been paid and Certificate of Liability Insurance has been provided.

**MOTION:** Vice Mayor McCranels moved to approve the Consent agenda.

**SECOND and VOTE:** Commissioner Tyler seconded the motion, which passed unanimously.



#### 4. DEPARTMENT AND BOARD REPORTS

- a. Financial Report: *(Wendy Wells, Town Administrator/Treasurer)*

**MOTION:** Commissioner Tyler moved to approve the Financial Report.

**SECOND and VOTE:** Commissioner Kortenhaus seconded the motion, which passed unanimously.

Commissioner Tyler asked about the status of the property at 118 and 124 Cascade Lane. Town Administrator Wells stated 118 Cascade did sell and the Town was reimbursed for demo. 124 Cascade was also demo'd and is up for a tax deed sale per the Tax Collector's records.

- b. Staff Reports were given by PBSO Sgt. Langevin regarding the Sheriff's Department; Chief Steedman gave an update on the Fire Department; Alan Welch gave an update on projects within the Public Works Department. Attorney Davis reminded the Mayor and Commissioners of a mandated training opportunity on November 9, 2021, at the City of Greenacres. Information is available on the City of Greenacres' website.

#### 5. COMMISSION REPORTS. There were no Commission reports at this meeting.

#### 6. OTHER BUSINESS

- a. Approval of the 2022 Municipal Election Vote Processing Equipment Use and Elections Services Agreement between the Palm Beach County Supervisor of Elections Office and the Town of Palm Beach Shores.

Commissioner Kortenhaus asked about the costs involved in having the SOE process the Town's elections. Town Administrator Wells said the costs when the Town shares our election with a county election (i.e. the Presidential election combined with the Town's elections) is about \$5,000; however, when it is just the Town's elections, the costs run approximately \$12,000.00.

**MOTION:** Commissioner Tyler moved to approve the agreement with the SOE for the 2022 Election equipment and services.

**SECOND and VOTE:** Vice Mayor McCranels seconded the motion, which passed unanimously.

- b. Approval of Agreement between the Town of Palm Beach Shores and Keehn Emergency Medical Services Incorporated (Dr. Keehn, Medical Director). *(Trevor Steedman, Fire Chief and Wendy Wells, Town Administrator)*

**MOTION:** Commissioner Tyler moved to approve the agreement with Keehn Emergency Medical Services Inc. and for Dr. Keehn to serve as the Town's Medical Director.

**SECOND and VOTE:** Vice Mayor McCranels seconded the motion, which passed unanimously.

c. Final Payment to Viking after Phase II rodding has been completed by AT&T, verifying the conduit is correct.

**MOTION:** Commissioner Kortenhaus moved to approve the payment as discussed.  
**SECOND and VOTE:** Vice Mayor McCranels seconded the motion, which passed unanimously.

7. **ORDINANCES AND RESOLUTIONS**

8. **MISCELLANEOUS BUSINESS**

a. Meeting date considerations for November and December 2021.

**MOTION:** After discussion, Commissioner Kortenhaus moved to hold both the December workshop and regular commission meeting on December 20, 2021.

**SECOND and VOTE:** Vice Mayor McCranels seconded the motion, which passed unanimously.

9. **PUBLIC COMMENTS** There were no Public Comments

10. **ADJOURNMENT**

**MOTION:** Vice Mayor McCranels moved to adjourn the meeting.

**SECOND and VOTE:** Commissioner Tyler seconded the motion and Mayor Fiers adjourned the meeting at 8:03 pm.

Approved this 25<sup>th</sup> day of October 2021.

\_\_\_\_\_  
Alan D. Fiers, Mayor

Attest: \_\_\_\_\_  
Evyonne Browning, Town Clerk

(Seal)





DATE SUBMITTED 9/24/2021

PERMIT NO 0-10-1

**PAID**  
DEPOSIT

**Town of Palm Beach Shores**  
**APPLICATION FOR**  
**SPECIAL EVENTS PERMIT**  
(Section 18-27 of Town Code)

Please check a box  
below if you are a:

Police Officer ☐  
Fire Fighter ☐  
Teacher ☐

Type of event: Wedding Location: 1st & 2nd Floor  
Sponsor: \_\_\_\_\_ Telephone: 847-644-5782

Property owner's consent and acknowledgement of responsibility:

Signature: Ellen Wolf

Date and Time: May 7th 2022 3:00 PM Time it ends: 1:00 AM

Number of participants: 100

Proof of insurance attached? Yes X No /

Copy of all required state and county permits if event will be held on or  
utilize state and/or county-controlled property.

Please indicate any traffic, fire-rescue, utilities impact, and/or mitigation  
plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit fee \$50 X (Untimely application \$150 \_\_\_\_\_) Receipt # \_\_\_\_\_

APPROVED:

Fire Department: \_\_\_\_\_ Sheriff's Office: \_\_\_\_\_

Number of off-duty officers required: \_\_\_\_\_

Date of Commission Review: \_\_\_\_\_ Approved: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/04/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945		<b>CONTACT NAME:</b> Will Maddux <b>PHONE (A/C, No, Ext):</b> (530) 477-6521 <b>E-MAIL ADDRESS:</b> info@theeventhelper.com <b>FAX (A/C, No):</b>																						
<b>INSURED</b>  Ellen Waltz 126 tacoma lane pbs FL 33404		<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A:</td><td>Lloyds Syndicate 2623</td><td>AA-1128623</td></tr><tr><td>INSURER B:</td><td>Lloyds Syndicate 623</td><td>AA-1126623</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Lloyds Syndicate 2623	AA-1128623	INSURER B:	Lloyds Syndicate 623	AA-1126623	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																						
INSURER A:	Lloyds Syndicate 2623	AA-1128623																						
INSURER B:	Lloyds Syndicate 623	AA-1126623																						
INSURER C:																								
INSURER D:																								
INSURER E:																								
INSURER F:																								

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor Liability <input type="checkbox"/> Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	EH-771321-L2975807	05/07/2022 12:01 AM	05/09/2022 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ INCLUDED Deductible \$ 1,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					Y/N <input type="checkbox"/> N/A

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached CG 20 26 07 04.  
Attendance: 100, Event Type: Wedding Reception.

**CERTIFICATE HOLDER****CANCELLATION**

town of pb community center 247 edwards ln. pbs FL 33404	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

© 1988-2015 ACORD CORPORATION. All rights reserved.





**Town of Palm Beach Shores**  
**Community Center Rental**  
**Check List**

Date of Event: May 7-2022 Name of Renter: Ellen Waltz

**Required Forms**

Resident Reservation Form

Special Event Permit (Commission Approval)

Beach Special Permit (Commission Approval)

Community Center Rental Agreement

Community Center Rental Policies & Procedures

Event Insurance

Pre-approved floor plan layout

Amplified Music Request

**Required Fees**

---

**First Floor:**

Security Deposit	\$ 50.00 (Refundable)	<u>X</u>
Rental Fee (10 Hours)	\$ 53.50 (Tax Included)	<u>X</u>
Additional Hours	\$ 53.50/hour (Tax Included)	<u>      </u>
Grill	\$ 26.75 (Tax Included)	<u>      </u>
Kitchen	\$ 26.75 (Tax Included)	<u>X</u>
Cleaning Fee	\$175.00	<u>X</u>
Special Permit (50+ Guests)	\$50.00	<u>X</u>

**Second Floor:**

Security Deposit	\$500.00 (Refundable)	<u>X</u>
Rental Fee (10 Hours)	\$428.00 (Tax Included)	<u>X</u>
Additional Hours	\$107.00/hr (Tax Included)	<u>      </u>
Cleaning Fee	\$255.00	<u>X</u>
Special Permit (50+ Guests)	\$ 50.00	<u>X</u>



**Town of Palm Beach Shores**  
**Community Center Rental**  
**Check List**

**Beach Rental:**

Security Deposit	\$250.00 (Non-Refundable)	_____
Rental Fee (10 Hours)	\$250.00	_____
Cleaning Fee	\$100.00 (Refundable)	_____
Special Beach Permit	\$ 50.00	_____

**Total Due** \_\_\_\_\_

All scheduled events are required to have Event Insurance that can be purchased from a vendor of your choice. Please see your signed Community Center Rental/Use Agreement contract for minimum limits. The Town of Palm Beach Shores will need to be listed as the certificate holder with our address of 247 Edwards Lane Palm Beach Shores, Fl. 33404. Copy will need to be provided to the Town. aw

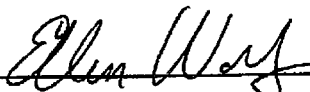
All scheduled events serving alcohol are required to have a licensed bartender or caterer. They must provide their license and insurance information at the time of the event booking. aw

The use of the Town Beach is NOT included in the rental of the Community Center. A separate Special Beach Permit, Rental, and Cleaning fee is required for the use of the Town Beach. Unauthorized use of the Towns' Beach will result in a fine of \$500.00. Rental of the beach is not exclusive and does not include the covered tiki area or walkway. The beach, tiki area, and walkway are NOT to be obstructed for public use during any event. aw

All renters are required to use the community center floor layouts that have been pre-approved by the Fire Marshall. If the renter wishes to alter the pre-approved floor plan, they must provide a diagram and seek approval by the Fire Marshall at their own expense. aw

Basic cleaning, removal of personal and catering items, and all guests and hired personnel must be vacated from the premises by midnight or by the tenth hour of rental. Whichever comes first. aw

By initialing and signing this form, you acknowledge that you have received and read all required paperwork for the rental of the Community Center and agree to pay all fees associated with the rental.

  
Signature of Renter

9-23-2021  
Date

\_\_\_\_\_  
Signature of Community Center Coordinator

\_\_\_\_\_  
Date





## SERVICE PROVIDER REQUEST

RECEIVED  
OCT 05 2021

**IMPORTANT:** Requests must be submitted to Town Hall via fax or e-mail. - Requests will be handled on a "first come first serve" basis. If approved, you will receive confirmation via fax or e-mail, the event date is not confirmed until you receive confirmation. You will then have 14 days to submit the \$500 non-refundable payment and set-up form. If payment is not received by the 14<sup>th</sup> day the date will be reopened. \* Police detail for anticipated attendance of 120 is required at a fee of \$45 an hour 3 hours minimum.

PERMIT NO. 0-10-2

Requested Date & Facility: 11-12-22 1<sup>st</sup> Floor \_\_\_\_\_ 2<sup>nd</sup> Floor ☒  
Service Provider: Hugo's Gourmet Catering INC.  
Contact: Hugo Centeno Phone: 561-512-8376  
E-mail: Hugosgourmet@yahoo.com Fax: N/A  
Clients Name: Shari Fields

### Event Information

Type of event	<u>Wedding</u>	Alcoholic Beverages	Yes <input checked="" type="checkbox"/> No _____
Anticipated attendance	<u>75</u> (120 Max)	State & local laws apply to alcohol consumption; sale of alcohol must be permitted and sold by a licensed vendor, service provider must have license on premises available for review upon request..	
Requested access time	<u>2 PM</u>	Type of decorations:	
Time event will begin	<u>5 PM</u>		
Time event will end	<u>11:30 PM</u>		
Facility close time	<u>12 Midnight</u>	Additional Considerations:	
<i>Maximum 10 hour rental; \$150 plus tax per additional hour (preapproval required) but not after midnight</i>			

1 <sup>st</sup> Floor	2 <sup>nd</sup> Floor
Reserve 1 <sup>st</sup> floor/open restrooms(\$100 or \$250 )	<u>8</u> # of 6' round tables (maximum 12)
BBQ grill (\$75)	<u>80</u> # of chairs (maximum 130)
1 <sup>st</sup> floor kitchen (\$75 )	<u>6</u> # of 6' rectangle tables (maximum 8)
# of 6' rectangle tables (maximum 8)	<u>5</u> # of round bistro tables (maximum 8)
Block 1 <sup>st</sup> floor for 2 <sup>nd</sup> floor rental (no restrooms)	# of card tables (maximum 8)
Additional set-up needs:	<u>1</u> Dance Floor
	Additional set-up needs:

Hugo Centeno  
Service Provider Representative  
Printed Name

[Signature]  
Service Provider Representative  
Signature

10-05-21  
Date

Town of Palm Beach Shores  
247 Edwards Lane  
Palm Beach Shores FL 33404

Hugo's Gourmet Catering Inc.  
7535 Enterprise Dr. #60 Riviera Beach, FL 33404  
Shari Fields Wedding 11.12.22  
Community Center

***Town of Palm Beach Shores***

Receipt #: 15999		Date: 10/5/2021	From: Hugo's Gourmet Catering Inc	Register: Sandi	Operator ID: asystadmin
<hr/>					
Miscellaneous Receipt	Comm Cntr Deposit - + H Hugo's Gourmet Catering Inc.			\$500.00	
				Hugo's Gourmet Catering 11.12.22 Balance:	
				<hr/>	
	Total Receipts			\$500.00	
<hr/>					
	Check - 4855			\$500.00	
				<hr/>	
	Change Due:			\$0.00	
<hr/>					

Thank you.

**Beach Rental:**

Rental (10 hours) \$500.00 \_\_\_\_\_

Special Beach Permit (Commission Approval Required) \$50.00 \_\_\_\_\_

**Total Due:** \_\_\_\_\_Minus Deposit to secure date\_\_\_\_\_ \$500.00 *HC***Balance Due** \_\_\_\_\_

The use of the Town Beach is NOT included in the rental of the Community Center. A separate Special Beach Permit and Rental is required for the use of the Town Beach. Unauthorized use of the Town's Beach will result in a fine of \$500.00. Rental of the Beach is not exclusive and does not include the covered tiki area or walkway. The beach, tiki area, and walkway are NOT to be obstructed for public use during any event.

All renters are required to use the community center floor layouts that have been pre-approved by the Fire Marshall. If the renter wishes to alter the pre-approved floor plan, they must provide a diagram and seek approval by the Fire Marshall at their own expense.

Basic cleaning, removal of personal and catering items, and all guests and hired personnel must be vacated from the premises by midnight or by the tenth hour of rental, whichever comes first.

By signing this form, you acknowledge that you have received and read all the required paperwork for the rental of the Community Center and agree to pay all fees associated with the rental.

Hugo

Printed Name &amp; Signature of Renter

\_\_\_\_\_  
DateHugo Centeno *[Signature]*

Printed Name &amp; Signature of Service Provider

10-05-21\_\_\_\_\_  
Date\_\_\_\_\_  
Signature of Community Center Coordinator\_\_\_\_\_  
Date





DATE SUBMITTED \_\_\_\_\_

PERMIT NO. 6-10-3

**Town of Palm Beach Shores**  
**APPLICATION FOR**  
**SPECIAL EVENTS PERMIT**  
(Section 18-27 of Town Code)

Please check a box  
below if you are a:

Police Officer ☐  
Fire Fighter ☐  
Teacher ☐

Type of event: Turkey Trot Run Location: Palm Beach Shores

Sponsor: Marriott Ocean Pointe Telephone: 561-887-3000

Property owner's consent and acknowledgement of responsibility:

Signature: \_\_\_\_\_

Date and Time: 11/25/21 at 9:00am Time it ends: 10:30am

Number of participants: 150

Proof of insurance attached? Yes ☒ No ☐

Copy of all required state and county permits if event will be held on or  
utilize state and/or county-controlled property.

Please indicate any traffic, fire-rescue, utilities impact, and/or mitigation  
plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit fee \$50 \_\_\_\_\_ (Untimely application \$150 \_\_\_\_\_) Receipt # \_\_\_\_\_

APPROVED:

Fire Department: \_\_\_\_\_ Sheriff's Office: \_\_\_\_\_

Number of off-duty officers required: \_\_\_\_\_

Date of Commission Review: \_\_\_\_\_ Approved: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/5/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Beecher Carlson Insurance Services 6 Concourse Parkway, Suite 2300 Atlanta, GA 30328  www.beecher Carlson.com	CONTACT NAME: Judith Bolch	FAX (A/C. No.): 770-870-3031
	PHONE (A/C. No. Ext.): E-MAIL: jbolch@beechercarlson.com ADDRESS:	
INSURED Marriott Vacations Worldwide Corporation 9002 San Marco Court, 3rd Floor Orlando FL 32819	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Liberty Mutual Fire Insurance Company	
	INSURER B: ACE Property and Casualty Insurance Co	
	INSURER C: Liberty Insurance Corporation	
	INSURER D:	
	INSURER E:	
INSURER F:		

## COVERAGES

CERTIFICATE NUMBER: 64391527

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC  OTHER:		TB2-655-283929-121	10/1/2021	10/1/2022	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$2,500 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$25,000,000 PRODUCTS - COM/OP AGG \$4,000,000 General Agg. Per Loc. \$4,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		AS2-651-283929-111  Physical Damage Comp/Coll. Ded. \$500	10/1/2021	10/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Garage Keepers Liab. \$2,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  DED RETENTION \$		XOO G71828785 002  Prod-Comp Ops Agg \$10M	10/1/2021	10/1/2022	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 Policy Aggregate \$40,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WC7-655-283929-151	10/1/2021	10/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

6649 Westwood Blvd, Suite 500

Re: Marriott Associate Rally, Community Center, 90 Edwards Lane, Palm Beach Shores, FL 33404.  
Town of Palm Beach Shores is included as additional insured, where required by written contract, with respect to general liability.

## CERTIFICATE HOLDER

## CANCELLATION

Town of Palm Beach Shores  
247 Edwards Lane  
Palm Beach Shores FL 33404

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE Beecher Carlson Insurance Services, LLC

Beecher Carlson Insurance Services, LLC

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

Received 10.11.2021



DATE SUBMITTED OCT 11

PERMIT NO. 010-9

**Town of Palm Beach Shores**

**APPLICATION FOR  
SPECIAL EVENTS PERMIT**  
(Section 18-27 of Town Code)

Please check a box  
below if you are a:

Police Officer ☐  
Fire Fighter ☐  
Teacher ☐

Type of event: Reindeer Run Location: Palm Beach Shores

Sponsor: Marriott Ocean Breeze Telephone: 561-882-3000

Property owner's consent and acknowledgement of responsibility:

Signature: [Signature]

Date and Time: 12/24/21 at 9:00am Time it ends: 10:30am

Number of participants: 130

Proof of insurance attached? Yes ☐ No ☐

Copy of all required state and county permits if event will be held on or  
utilize state and/or county-controlled property.

Please indicate any traffic, fire-rescue, utilities impact, and/or mitigation  
plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit fee \$50 \_\_\_\_\_ (Untimely application \$150 \_\_\_\_\_) Receipt # \_\_\_\_\_

APPROVED:

Fire Department: \_\_\_\_\_ Sheriff's Office: \_\_\_\_\_

Number of off-duty officers required: \_\_\_\_\_

Date of Commission Review: \_\_\_\_\_ Approved: \_\_\_\_\_





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/5/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Beecher Carlson Insurance Services  
6 Concourse Parkway, Suite 2300  
Atlanta, GA 30328

www.beechercarlson.com

INSURED  
Marriott Vacations Worldwide Corporation  
9002 San Marco Court, 3rd Floor  
Orlando FL 32819

CONTACT NAME: Judith Bolch

PHONE:

(A/C, No, Ext):

FAX:

(A/C, No):

770-870-3031

E-MAIL:

ADDRESS: jbolch@beechercarlson.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Liberty Mutual Fire Insurance Company

23035

INSURER B: ACE Property and Casualty Insurance Co

20999

INSURER C: Liberty Insurance Corporation

42404

INSURER D:

INSURER E:

INSURER F:

## COVERAGES

CERTIFICATE NUMBER: 64391527

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC. OTHER:		TB2-655-283929-121	10/1/2021	10/1/2022	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$2,500 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$25,000,000 PRODUCTS & COMPOF AGG \$4,000,000 General Agg. Per Loc. \$4,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		AS2-651-283929-111 Physical Damage Comp/Coll. Ded. \$500	10/1/2021	10/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Garage Keepers Liab. \$2,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		XOO G71828785 002 Prod-Comp Ops Agg \$10M	10/1/2021	10/1/2022	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 Policy Aggregate \$40,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WC7-655-283929-151	10/1/2021	10/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER EL EACH ACCIDENT \$1,000,000 EL DISEASE - EA EMPLOYEE \$1,000,000 EL DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

6649 Westwood Blvd, Suite 500

Re: Marriott Associate Rally, Community Center, 90 Edwards Lane, Palm Beach Shores, FL 33404.

Town of Palm Beach Shores is included as additional insured, where required by written contract, with respect to general liability.

## CERTIFICATE HOLDER

Town of Palm Beach Shores  
247 Edwards Lane  
Palm Beach Shores FL 33404

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE Beecher Carlson Insurance Services, LLC

Beecher Carlson Insurance Services, LLC

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



DATE SUBMITTED \_\_\_\_\_

PERMIT NO. \_\_\_\_\_



Please check a box below if you are a:

Police Officer ☐  
Fire Fighter ☐  
Teacher ☐

**Town of Palm Beach Shores**  
**APPLICATION FOR**  
**SPECIAL EVENTS PERMIT**  
(Section 18-27 of Town Code)

Type of event: wedding Location: \_\_\_\_\_  
Sponsor: Fred Carr Telephone: 561-324-3708

Property owner's consent and acknowledgement of responsibility:

Signature: [Signature]

Date and Time: 2/26/22 4:00 pm Time it ends: MIDNIGHT

Number of participants: 80

Proof of insurance attached? Yes ☒ No ☐

Copy of all required state and county permits if event will be held on or utilize state and/or county-controlled property.

Please indicate any traffic, fire-rescue, utilities impact, and/or mitigation plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit fee \$50 \_\_\_\_\_ (Untimely application \$150 \_\_\_\_\_) Receipt # \_\_\_\_\_

APPROVED:

Fire Department: \_\_\_\_\_ Sheriff's Office: \_\_\_\_\_

Number of off-duty officers required: \_\_\_\_\_

Date of Commission Review: \_\_\_\_\_ Approved: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/15/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945		<b>CONTACT NAME:</b> Will Maddux <b>PHONE (A/C, No, Ext):</b> (530) 477-6521 <b>E-MAIL ADDRESS:</b> info@theeventhelper.com <b>FAX (A/C, No):</b>	
<b>INSURED</b>  Courtney Dew 520 Teak Dr West Palm Beach FL 33403		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Lloyds Syndicate 2623 <b>INSURER B:</b> Lloyds Syndicate 623 <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> AA-1128623 AA-1126623	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor Liability <input type="checkbox"/> Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		EH-771321-L2334892	02/26/2022 12:01 AM	02/27/2022 12:01 AM	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES \$ 100,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
	GENERAL AGGREGATE \$ 2,000,000						
							PRODUCTS - COMP/OP AGG \$ INCLUDED
							Deductible \$ 1,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b>						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$						
	E.L. DISEASE - EA EMPLOYEE \$						
	E.L. DISEASE - POLICY LIMIT \$						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached CG 20 26 07 04.  
Attendance: 90, Event Type: Weddings and Wedding Receptions.

**CERTIFICATE HOLDER****CANCELLATION**

Palm beach shores community center 90 edwards lane Palm beach shores FL 33404	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>  <b>AUTHORIZED REPRESENTATIVE</b> 
---	---

© 1988-2015 ACORD CORPORATION. All rights reserved.



Town of Palm Beach Shores

247 Edwards Lane  
Palm Beach Shores FL 33404

(Sponsor Fred Carr)  
Courtney Dew Wedding/Feb. 26, 2022  
Community Center Rental

***Town of Palm Beach Shores***

---

Receipt #: 16018	Date: 10/15/2021	From: (Sponsor Fred Carr)	Register: Sandi	Operator ID: asystadmin
------------------	------------------	---------------------------	-----------------	-------------------------

---

Miscellaneous Receipt	Comm Cntr Deposit (bea (Sponsor Fred Carr)	\$250.00
		ed Carr/Courtney Dew Feb..26.2022 Balance:
Miscellaneous Receipt	Comm Cntr Deposit - + F (Sponsor Fred Carr)	\$500.00
		ed Carr/Courtney Dew Feb.26, 2022 Balance:
Miscellaneous Receipt	Comm Cntr Rental - +Fre (Sponsor Fred Carr)	\$428.00
		d Carr/Courtney Dew Feb. 26, 2022 Balance:
Miscellaneous Receipt	Comm Cntr Rental - Bea (Sponsor Fred Carr)	\$250.00
		ed Carr/Courtney Dew Feb. 26.2022 Balance:
Miscellaneous Receipt	Special Permits Fred Car (Sponsor Fred Carr)	\$50.00
		ed Carr/Courtney Dew Feb 26.2022 Balance:

---

Total Receipts	\$1,478.00
----------------	------------

Check - 8-9/430	\$1,478.00
-----------------	------------

---

Change Due:	\$0.00
-------------	--------

---

Thank you.

DATE SUBMITTED \_\_\_\_\_

PERMIT NO. 0-10-6

**Town of Palm Beach Shores**

**APPLICATION FOR  
PALM BEACH SHORES COMMUNITY CENTER RENTAL**  
(Section 18-27 of Town Code)

Type of event: Birthday Party Location: 1st Floor

Sponsor: Michael Rackley Telephone: \_\_\_\_\_

Property owner's consent and acknowledgement of responsibility: \_\_\_\_\_

Signature: \_\_\_\_\_

Date and Time 11.6.2021 12:00 PM Time it ends: 6:00 PM

Number of participants: 39-45

Proof of insurance attached? Yes ☒ No ☐

Copy of all required state and county permits if event will be held on or utilize state and/or county-controlled property.

Please indicate any traffic, fire-rescue, utilities impact, and/or mitigation plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED:

Fire Department: \_\_\_\_\_ Police Department: \_\_\_\_\_

Number of off-duty officers required: \_\_\_\_\_

Date of Commission Review: 10/25/2021 Approved: \_\_\_\_\_



## RENTAL AGREEMENT



THIS RENTAL AGREEMENT made and entered into on 10/18/2021 by and between the Town of Palm Beach Shores, a Florida municipal corporation, (hereinafter referred to as "PBS") and Michael Rackley (hereinafter referred to as "Renter").

IN CONSIDERATION of the covenants and conditions herein expressed and of the faithful performance of all such covenants and conditions, PBS and Renter do mutually agree as follows:

### EVENT DETAILS

PBS does hereby grant unto the Renter the use and occupancy of the following room(s) in the Community Center located at 90 Edwards Lane; PBS, FL 33404.

Event Date: Nov 6, 2021 Event Type: Child's Birthday 1<sup>st</sup> Floor ☒ 2<sup>nd</sup> Floor ☐

The above rented premises are to be used for the date and sole purpose stated above. By execution of this Rental Agreement, Renter acknowledges the receipt of the Community Center Rental Policies governing the use and occupancy of the rented premises and Renter agrees to abide by all terms and provisions thereof.

### PAYMENT SCHEDULE

Renter agrees to pay PBS according to the below payment schedule:

SECURITY DEPOSIT (Due with agreement)	RENTAL FEE	ADDITIONAL FEES (May be amended)

### CLEANING, DAMAGE REPAIR AND REPLACEMENT

PBS will be responsible for normal cleaning of the rented premises before and after use. However, damage fees, including but not limited to fees for incomplete clean up, will be assessed in accordance with Community Center Rental Policies.

### RIGHT OF ENTRY

PBS and its officers, agents and employees reserve the right, at any time, to enter upon and have free access to any and all parts of the rented premises. PBS reserves the right to preclude or interrupt any act or use of equipment by Renter within the reasonable judgment of PBS, if it is so necessary in the interest of public safety to protect persons or property from exposure to risk of injury, death, damage or loss. PBS shall have the right to inspect any and all parts of the rented premises and make or cause to be made necessary repairs thereto, to enforce all necessary and proper rules for the management and operation of the rented premises, and to enforce the obligations created by this Rental Agreement.

### INSURANCE

PBS reserves the right to require the Renter to secure and maintain, at its own expense, a policy of insurance, which must remain in effect during the full period for which the privileges hereunder are granted, and shall include: **Comprehensive general liability insurance (occurrence form)** insuring the Renter for its operations at the rented premises in connection with this Rental Agreement with minimum limits not less than \$1,000,000 combined single limit (Bodily Injury and Property Damage). This insurance shall be issued by an insurance company



Town of Palm Beach Shores

247 Edwards Lane  
Palm Beach Shores FL 33404

Michael Rackley  
340 Bamboo Road  
Birthday Party Nov. 6, 2021  
1st Floor Community Center

***Town of Palm Beach Shores***

---

Receipt #: 16025	Date: 10/18/2021	From: Michael Rackley	Register: Sandi	Operator ID: asystadmin
------------------	------------------	-----------------------	-----------------	-------------------------

---

Miscellaneous Receipt	Comm Cntr Cleaning Fee Michael Rackley	\$175.00
	Comm Cntr Cleaning Fee Balance:	
Miscellaneous Receipt	Comm Cntr Deposit - +Mi Micheal Rackley	\$50.00
	sit - +Michael Rackley Nov. 6, 2021 Balance:	
Miscellaneous Receipt	Comm Cntr Rental - + Gri Michael Rackley	\$26.75
	Comm Cntr Rental - + Grill Balance:	
Miscellaneous Receipt	Comm Cntr Rental - + Kit Michael Rackley	\$26.75
	Comm Cntr Rental - + Kitchen Balance:	
Miscellaneous Receipt	Comm Cntr Rental - + Mi Michael Rackley	\$53.50
	al - + Michael Rackley Nov. 6, 2021 Balance:	
	<b>Total Receipts</b>	<b>\$332.00</b>
	Cash - M. Rackley Nov. 6, 2021	\$332.00
	<b>Change Due:</b>	<b>\$0.00</b>

---

Thank you.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/18/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945		<b>CONTACT</b> NAME: Will Maddux PHONE (A/C, No, Ext): (530) 477-6521 E-MAIL ADDRESS: info@theeventhelper.com FAX (A/C, No): <b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Evanston Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		<b>NAIC #</b> 35378
<b>INSURED</b> Town of Palm Beach Shores Michael Rackley 340 Bamboo Rd Palm Beach Shores FL 33404				

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor Liability <input type="checkbox"/> Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	3DS5472-M2141756	11/06/2021 12:01 AM	11/07/2021 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Deductible \$ 1,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19.

Attendance: 45, Event Type: Birthday Party - No Charge for Admission / Invite Only.

**CERTIFICATE HOLDER****CANCELLATION**

Town of Palm Beach Shores 90 Edward's Ln Palm Beach Shores FL 33404	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
---	---

© 1988-2015 ACORD CORPORATION. All rights reserved.

**TOWN OF PALM BEACH SHORES  
MONTHLY FINANCIAL REPORT**

	CASH & INVESTMENTS	R E V E N U E			
		BUDGET	CURRENT	YEAR TO DATE	% OF BUDGET
9/30/2020	\$ 3,219,333	\$ 5,575,352	\$ 179,511	\$ 5,262,439	94%
10/31/2020	\$ 2,541,442	\$ 5,377,248	\$ 24,650	\$ 24,650	0%
11/30/2020	\$ 2,314,637	\$ 5,517,240	\$ 395,757	\$ 420,408	8%
12/31/2020	\$ 4,830,513	\$ 5,517,240	\$ 2,948,576	\$ 3,368,983	61%
1/31/2021	\$ 5,047,525	\$ 5,517,240	\$ 591,168	\$ 3,960,152	72%
2/28/2021	\$ 4,795,384	\$ 5,517,240	\$ 250,348	\$ 4,210,500	76%
3/31/2021	\$ 4,556,169	\$ 5,517,240	\$ 163,710	\$ 4,374,210	79%
4/30/2021	\$ 4,247,522	\$ 5,517,240	\$ 336,516	\$ 4,710,726	85%
5/31/2021	\$ 4,288,040	\$ 5,517,240	\$ 317,176	\$ 5,027,902	91%
6/30/2021	\$ 4,079,299	\$ 5,517,240	\$ 173,004	\$ 5,200,906	94%
7/31/2021	\$ 3,840,807	\$ 5,517,240	\$ 192,765	\$ 5,393,671	98%
8/31/2021	\$ 3,621,058	\$ 5,517,240	\$ 114,097	\$ 5,507,768	100%
9/30/2021	\$ 3,813,877				

	E X P E N D I T U R E S					
	BUDGET	DISBURSEMENTS	ACCRUALS	CURRENT EXP	YEAR TO DATE	% OF BUDGET
9/30/2020	\$ 5,575,352	\$ 248,589	\$ 75,396	\$ 323,985	\$ 5,183,461	93%
10/31/2020	\$ 5,377,248	\$ 521,312	\$ 218,900	\$ 740,212	\$ 740,212	14%
11/30/2020	\$ 5,517,240	\$ 635,224	\$ (288,866)	\$ 346,358	\$ 1,086,570	20%
12/31/2020	\$ 5,517,240	\$ 433,524	\$ 49,165	\$ 482,689	\$ 1,569,259	28%
1/31/2021	\$ 5,517,240	\$ 375,940	\$ 6,232	\$ 382,172	\$ 1,951,431	35%
2/28/2021	\$ 5,517,240	\$ 502,808	\$ (150,568)	\$ 352,240	\$ 2,303,672	42%
3/31/2021	\$ 5,517,240	\$ 403,750	\$ 28,481	\$ 432,232	\$ 2,735,903	50%
4/30/2021	\$ 5,517,240	\$ 594,596	\$ 8,198	\$ 602,794	\$ 3,338,697	61%
5/31/2021	\$ 5,517,240	\$ 318,378	\$ 58,015	\$ 376,394	\$ 3,715,091	67%
6/30/2021	\$ 5,517,240	\$ 356,393	\$ 36,154	\$ 392,547	\$ 4,107,638	74%
7/31/2021	\$ 5,517,240	\$ 420,235	\$ 37,321	\$ 457,556	\$ 4,565,194	83%
8/31/2021	\$ 5,517,240	\$ 335,971	\$ 21,529	\$ 357,500	\$ 4,922,694	89%
9/30/2021		\$ 215,098				

*Budget Amendment #1 was approved at the October 2020 Commission meeting.*

*Budget Amendment #2 was approved at the April 2021 Commission meeting.*

The Town received \$316,039 on September 7, 2021, in American Rescue Plan funds.

*The Town Treasurer is closing the fiscal year ended 9/30/21.  
Final numbers will be ready for the auditors by the end November.*



**Town of Palm Beach Shores**  
**Disbursements - September 2021**

Check #	Type	Date	Vendor Name	Amount
3104	C	9/2/2021	29 Alphagraphics of the Palm Beaches	\$ 37.42
3105	C	9/2/2021	52 Comcast	\$ 41.45
3106	C	9/2/2021	107 Davis & Associates, P.A.	\$ 12,704.00
3107	C	9/2/2021	575 Dmitriy Dinovtser	\$ 323.74
3108	C	9/2/2021	746 Essential Net Solutions	\$ 682.88
3109	C	9/2/2021	863 Diversified Building Department Management	\$ 5,370.00
3110	C	9/2/2021	886 Henry Schein, Inc.	\$ 33.18
3111	C	9/2/2021	939 McKesson Medical-Surgical	\$ 53.35
3112	C	9/9/2021	41 Solid Waste Authority	\$ 11,487.97
3113	C	9/9/2021	80 FL Public Utilities	\$ 174.37
3114	C	9/9/2021	89 Home Depot Credit Svcs	\$ 549.92
3115	C	9/9/2021	95 Lowes	\$ 2,520.62
3116	C	9/9/2021	100 Toshiba Business Solutions	\$ 439.91
3117	C	9/9/2021	101 Verizon Wireless	\$ 54.96
3118	C	9/9/2021	365 Sherwin-Williams	\$ 956.70
3119	C	9/9/2021	516 Schmidt Nichols	\$ 178.88
3120	C	9/9/2021	746 Essential Net Solutions	\$ 1,399.99
3121	C	9/9/2021	823 AT&T Mobility	\$ 69.98
3122	C	9/9/2021	944 Advanced Plumbing Technology	\$ 10,000.00
3124	C	9/16/2021	114 Albatross Supply	\$ 695.47
3125	C	9/16/2021	737 AT&T	\$ 292.37
3126	C	9/16/2021	940 B&D Golf Carts Service	\$ 94.45
3127	C	9/16/2021	945 Batteries & Bulbs	\$ 892.06
3128	C	9/16/2021	47 Board of County Commissioners	\$ 129.25
3129	C	9/16/2021	861 BrightView Landscape Services, Inc.	\$ 5,700.00
3130	C	9/16/2021	948 Cafe' Chardonnay	\$ 2,000.00
3131	C	9/16/2021	491 Dilo Fire Sprinkler, Inc.	\$ 965.00
3132	C	9/16/2021	575 Dmitriy Dinovtser	\$ 587.52
3133	C	9/16/2021	240 Everglades Equipment Group	\$ 1,653.08
3134	C	9/16/2021	660 Fastag Roofing Inc	\$ 3,600.00
3135	C	9/16/2021	915 Ferguson Waterworks	\$ 90.18
3136	C	9/16/2021	772 Florida Stormwater Association	\$ 500.00
3137	C	9/16/2021	886 Henry Schein, Inc.	\$ 117.72
3138	C	9/16/2021	946 Islander Grill and Tiki Bar	\$ 2,000.00
3139	C	9/16/2021	679 Keehn Emergency Medical Services, Inc	\$ 1,500.00
3140	C	9/16/2021	910 Lake Park Auto & Fleet Repair	\$ 154.95
3141	C	9/16/2021	687 PC Controls, Inc.	\$ 640.00
3142	C	9/16/2021	196 Performance NAPA	\$ 320.95
3143	C	9/16/2021	33 Riviera Beach Water	\$ 2,740.57
3144	C	9/16/2021	115 Shoreline Pest Control	\$ 93.50
3145	C	9/16/2021	375 Simmons & White, Inc.	\$ 1,355.00
3146	C	9/16/2021	100 Toshiba Business Solutions	\$ 214.68
3147	C	9/16/2021	290 Westside Reprographics, Inc.	\$ 64.74
3148	C	9/16/2021	131 WEX BANK	\$ 547.91
3149	C	9/23/2021	48 Bug Stoppers	\$ 450.00
3150	C	9/23/2021	942 CMI Air Conditioning	\$ 5,430.50
3151	C	9/23/2021	928 End of the Line, Inc.	\$ 106.25
3152	C	9/23/2021	949 Florida Government Finance Officers Assoc.	\$ 50.00
3153	C	9/23/2021	606 Florida Municipal Insurance Trust	\$ 501.00

Town of Palm Beach Shores  
Disbursements - September 2021

Check #	Type	Date	Vendor Name	Amount
3154	C	9/23/2021	606 Florida Municipal Insurance Trust	\$ 29,449.75
3155	C	9/23/2021	71 FL Power & Light	\$ 2,905.87
3156	C	9/23/2021	676 Guardian	\$ 563.14
3157	C	9/23/2021	89 Home Depot Credit Svcs	\$ 1,221.17
3158	C	9/23/2021	90 Hulett Environmental Services	\$ 390.00
3159	C	9/23/2021	950 Kazzandra Feters	\$ 100.00
3160	C	9/23/2021	917 Lancier Castro	\$ 270.00
3161	C	9/23/2021	652 Life Safety management	\$ 1,054.00
3162	C	9/23/2021	464 Palm Beach County Chapter/ FGFOA	\$ 60.00
3163	C	9/23/2021	16 Palmdale Oil Company, Inc.	\$ 460.85
3164	C	9/23/2021	22 PBC League of Cities	\$ 1,208.00
3165	C	9/23/2021	25 Palm Beach Shores Volunteer Fire Dept.	\$ 1,000.00
3166	C	9/23/2021	911 AT&T	\$ 880.05
3167	C	9/23/2021	836 RIPPrint, LLC	\$ 1,071.07
3168	C	9/23/2021	494 Signs by Tomorrow	\$ 3,797.89
3169	C	9/23/2021	643 Suntrust Bank	\$ 1,243.10
3170	C	9/23/2021	586 The Standard Insurance Company	\$ 348.20
3171	C	9/23/2021	930 TLC Pressure Cleaning & Home Improvement. LLC	\$ 1,560.00
3172	C	9/23/2021	592 Trevor Steedman	\$ 81.46
3173	C	9/23/2021	104 Waste Management	\$ 2,985.11
3174	C	9/30/2021	951 Alan Fiers	\$ 16.99
3175	C	9/30/2021	861 BrightView Landscape Services, Inc.	\$ 7,065.16
3176	C	9/30/2021	491 Dilo Fire Sprinkler, Inc.	\$ 3,450.00
3177	C	9/30/2021	116 GateHouse West Palm Beach - Adv	\$ 275.20
3178	C	9/30/2021	112 Zimmerman Tree Service	\$ 714.00
ADP, LLC	E	9/24/2021	697 ADP, LLC	\$ 234.10
ADP - Taxes	E	9/10/2021	697 ADP - Taxes	\$ 8,253.08
ADP - Wages	E	9/24/2021	697 ADP - Taxes	\$ 11,180.70
ADP - Wages	E	9/10/2021	697 ADP - Wages	\$ 25,397.19
ADP - Wages	E	9/24/2021	697 ADP - Wages	\$ 32,641.45
Blue Cross Blue Shield of Florida, Inc.	E	9/13/2021	127 Blue Cross Blue Shield of Florida, Inc.	\$ 14,367.13
FRS	E	9/2/2021	172 FRS	\$ 12,065.08
				<b>\$ 215,967.85</b>

General Fund	\$ 215,098.29
Underground Utilities Fund	\$ 869.56
<b>Total</b>	<b>\$ 215,967.85</b>

Note - Underground Utilities disbursements include supplemental employment payments to Welch.

**Town of Palm Beach Shores**  
**Utility Tax**  
**10% Effective 4/1/17**

	<b>Electric</b> <i>FPL</i>	<b>Water</b> <i>Riviera Beach</i>	<b>Gas</b> <i>FPU</i>	<b>Total</b>
Oct-20	20,240.93	8,391.34	1,647.12	30,279.39
Nov-20	19,089.87	7,706.65	2,390.57	29,187.09
Dec-20	18,281.56	6,982.50	2,690.69	27,954.75
Jan-21	15,176.96	9,650.12	2,890.57	27,717.65
Feb-21	13,290.31	10,153.50	2,687.99	26,131.80
Mar-21	18,192.62	8,210.84	2,314.49	28,717.95
Apr-21	14,623.11	10,403.28	2,048.18	27,074.57
May-21	19,792.19	8,985.65	1,618.27	30,396.11
Jun-21	19,916.40	9,591.55	1,499.74	31,007.69
Jul-21	22,357.88	6,742.35	1,366.52	30,466.75
Aug-21	22,212.52	9,620.70	1,595.10	33,428.32
Sep-21	18,338.82			18,338.82
<b>YTD Total</b>	<b>221,513.17</b>	<b>96,438.48</b>	<b>22,749.24</b>	<b>340,700.89</b>

*September water & gas have not been received as of 10/20/21.*

**Town of Palm Beach Shores**  
**Discretionary Sales Tax PBC**

Accumulated (unspent) Discretionary Sales Tax as of 9/30/17	\$ 49,955.01
Accumulated (unspent) Discretionary Sales Tax as of 9/30/18	\$ 119,434.60
Accumulated (unspent) Discretionary Sales Tax as of 9/30/19	\$ 207,613.87
Accumulated (unspent) Discretionary Sales Tax as of 9/30/20	\$ 291,486.47

Current Year Receipts:

Date of Receipt	Period	
11/30/2020	October 2020	\$ 6,131.07
12/23/2020	November 2020	\$ 6,262.56
1/27/2021	December 2020	\$ 6,381.85
2/5/2021	4Q adjustment	\$ 2,767.42
2/26/2021	January 2021	\$ 7,632.21
3/29/2021	February 2021	\$ 6,655.91
4/26/2021	March 2021	\$ 6,434.32
5/14/2021	1Q adjustment	\$ 3,003.24
5/27/2021	April 2021	\$ 8,102.42
6/28/2021	May 2021	\$ 7,631.47
7/27/2021	June 2021	\$ 7,311.25
8/20/2021	2Q adjustment	\$ 2,908.08
8/27/2021	July 2021	\$ 7,291.31
9/28/2021	August 2021	\$ 7,117.92
	September 2021	
	3Q adjustment	
Total current year receipts		\$ 85,631.03

Current Year Expenditures:

\$ -

Accumulated (unspent) Discretionary Sales Tax as of 9/30/21	\$ 377,117.50
---	---------------

*Highlighted items have not been received as of 10/20/21.*



**Town of Palm Beach Shores**  
**Building Department**

	Building Permits	Building Department	Net Building	Cumulative Net Bldg
10/31/2020	\$ 5,349	\$ 30,064	\$ (24,716)	\$ (24,716)
11/30/2020	\$ 6,343	\$ 18,078	\$ (11,735)	\$ (36,451)
12/31/2020	\$ 25,163	\$ 29,897	\$ (4,734)	\$ (41,185)
1/31/2021	\$ 9,704	\$ 15,683	\$ (5,979)	\$ (47,164)
2/28/2021	\$ 5,757	\$ 20,119	\$ (14,362)	\$ (61,526)
3/31/2021	\$ 11,673	\$ 15,927	\$ (4,254)	\$ (65,780)
4/30/2021	\$ 28,862	\$ 23,992	\$ 4,871	\$ (60,909)
5/31/2021	\$ 13,810	\$ 35,860	\$ (22,051)	\$ (82,960)
6/30/2021	\$ 26,429	\$ 22,638	\$ 3,792	\$ (79,168)
7/31/2021	\$ 17,863	\$ 14,270	\$ 3,592	\$ (75,576)
8/31/2021	\$ 18,840	\$ 15,198	\$ 3,642	\$ (71,933)
9/30/2021	\$ 18,040	\$ 27,420	\$ (9,380)	\$ (81,314)
	\$ 187,832	\$ 269,145	\$ (81,314)	

Other related revenues:

Bldg Permit State Surcharge	\$ 4,784
Fire Inspection Fees	\$ 1,741
Reinspection Fees	\$ 297
Code Enf Admin Cost Reimb	\$ 8,847
Site Plan / Variance Fees	\$ 9,100
Land Development Costs	\$ 19,562
Town Code & Ordinance Fines	\$ 21,454
Misc Rev - Refund of s/w fee	\$ 10,490

Net Building	\$ (5,039)
--------------	------------

*Note: Costs include \$14,385 to demo home at 124 Cascade.*

**Town of Palm Beach Shores**  
**Underground Utilities**  
**as of 9/30/21**

	<b>COST ESTIMATE</b>	<b>TOTAL as of 9/30/21</b>	<b>Remaining Costs</b>	<b>P R O J E C T E D</b>	
				<b>Cost</b>	<b>Variance</b>
<b>Other Financing Sources:</b>					
Loan Proceeds	\$ 6,000,000	\$ 6,000,000.00	\$ -	\$ 6,000,000.00	\$ -
<b>Expenditures:</b>					
Survey	\$ 38,000	\$ 65,762.50	\$ -	\$ 65,762.50	\$ (27,762.50)
Legal	\$ 4,000	\$ 3,150.00	\$ -	\$ 3,150.00	\$ 850.00
Project Mgmt/Admin	\$ 80,000	\$ 86,278.63	\$ 3,721.37	\$ 90,000.00	\$ (10,000.00)
Construction - Viking	\$ 4,336,460	\$ 4,236,460.00	\$ 100,000.00	\$ 4,336,460.00	\$ -
Construction - Comcast	\$ 250,000	\$ 528,340.73	\$ -	\$ 528,340.73	\$ (278,340.73)
Construction - AT&T	\$ 450,000	\$ 275,000.00	\$ 450,000.00	\$ 725,000.00	\$ (275,000.00)
Construction - FPL	\$ 254,386	\$ 254,386.00	\$ -	\$ 254,386.00	\$ -
Landscape Restoration	\$ 16,300	\$ 9,584.51	\$ 6,715.49	\$ 16,300.00	\$ -
Loan Acquisition	\$ 23,000	\$ 22,508.00	\$ -	\$ 22,508.00	\$ 492.00
Contingency	\$ 547,854	\$ -	\$ -	\$ -	\$ 547,854.00
<b>Total expenditures</b>	<b>\$ 6,000,000</b>	<b>\$ 5,481,470.37</b>	<b>\$ 560,436.86</b>	<b>\$ 6,041,907.23</b>	<b>\$ (41,907.23)</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 518,529.63</b>	<b>\$ (560,436.86)</b>	<b>\$ (41,907.23)</b>	<b>\$ (41,907.23)</b>

AT&T Phase 1 is complete and paid in full.

We expect to have similar remedial drilling on Phase 2 for AT&T (similar to Comcast) which are included.



September 2021 Commission meeting  
With statistics from August.

**Arrests/Mental health detentions**

Deputies responded to a Town resort regarding a person believed to be in need of mental health attention. The person was brought to a mental health facility for assistance.

A traffic stop resulted with the driver being arrested for a charge of driving as a habitual traffic offender and failure to appear on the first charge.

**Incidents**

The theft of a boat on Lake drive investigation has led to the issuance of an arrest warrant for an individual presently being held in the Bahamas. Extradition will be requested. The boat had been recovered the following day of the theft in the Florida Keys.

This was great investigative work by all and was helped greatly by our various law enforcement partners and the Towns CCTV system which captured a suspect in the matter.

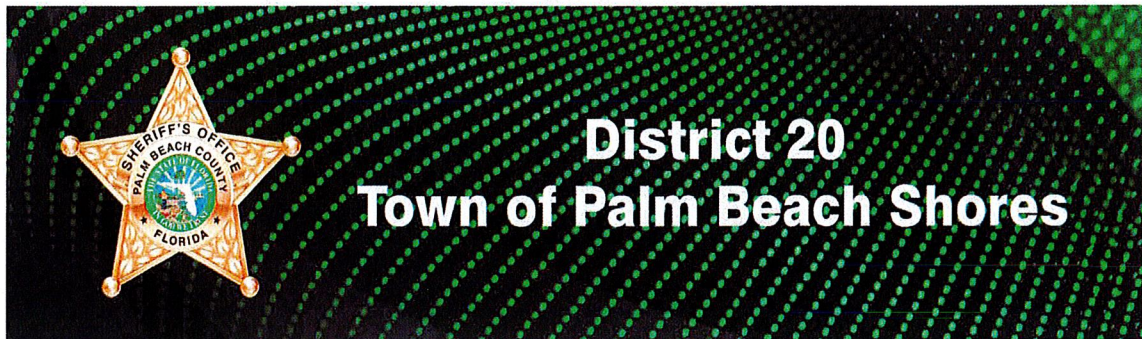
The number one issue this past month has been bicycles. We lost 6 bikes to theft, four from the same property. Every few years we seem to have a rash for a short time of bikes that are on the lawn taken from the property. Without serial numbers or some distinguishing feature on the bike they are very hard to have returned.

The other bicycle related matters has been motorized bicycles traveling recklessly on the towns parkway, getting into verbal altercations with pedestrians. We have added to our patrols, both bike and Segway attempting to educate the public on the town ordinances which do not allow this.

Also bicycles are not allowed upon the towns parkways from Dusk to dawn. Public works erected new signs on October 19<sup>th</sup> hopefully between these two initiatives it will work.

As always we are here when you need us.  
Sergeant Steven Langevin





## September - 2021 - Monthly Strategic Report

CAD Calls	Monthly Totals
Business / Residence Checks (Self-Initiated)	4488
Traffic Stops (Self-Initiated)	31
Calls for Service (Excluding 1050's & 1061's)	136
<b>All CAD Calls - Total</b>	<b>4655</b>

Data Source: CADS/Premier 1

\*Omit Miscellaneous Calls

Note: P1 is a dynamic system. Meaning that #'s can change from what was previously reported in the event there is a location or call type re-classification/modification.

**Summary:** During the month, there were 4655 generated calls within the district. 97% of these calls were self-initiated.

Data below represents Traffic Activity conducted by D20 Deputies

Data Source: D20 Office Staff

Total Citations	Total Warnings	Parking Citations
43	26	3



## Arrest and NTA Statistics

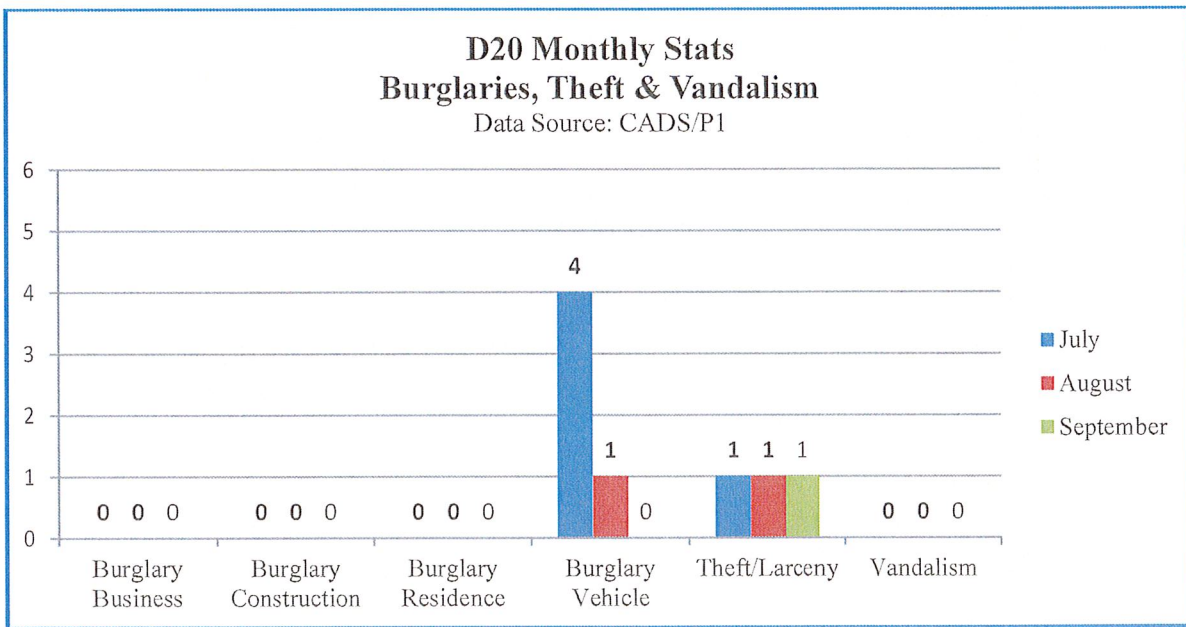
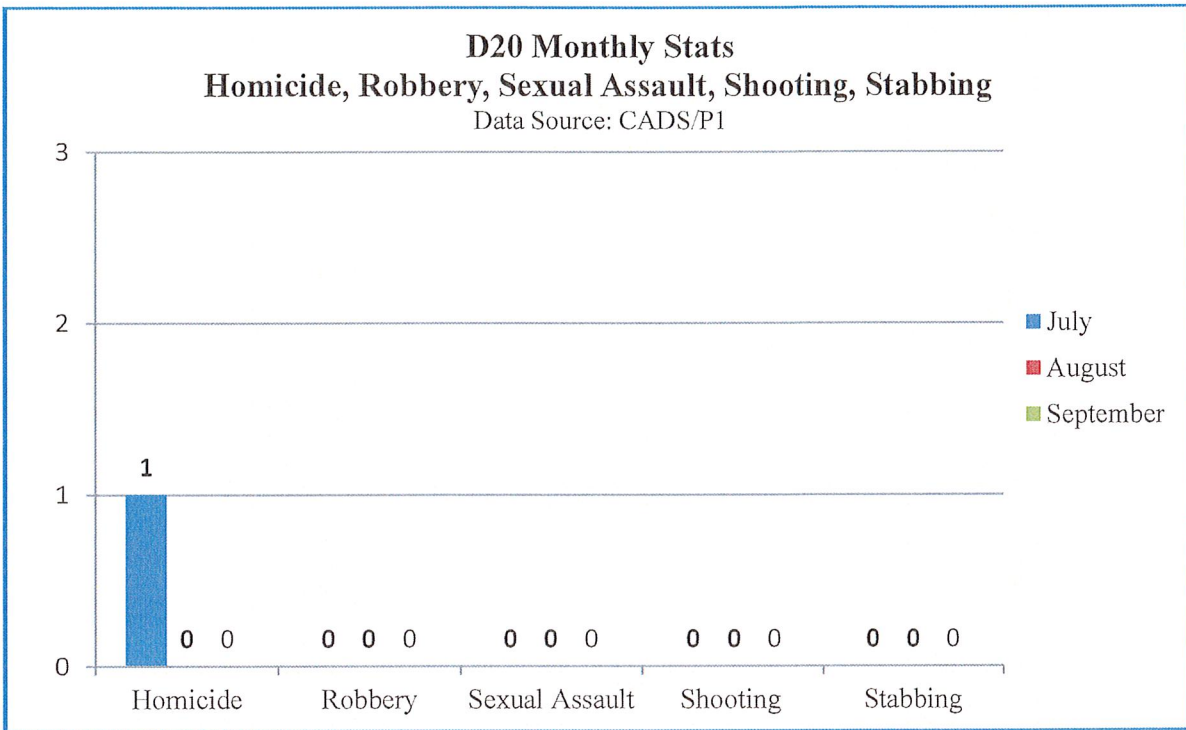
<b>Arrest Data</b>
<b>Arrests &amp; Notice to Appear (NTA) within District 20</b>
<b>Total Count - 2</b>

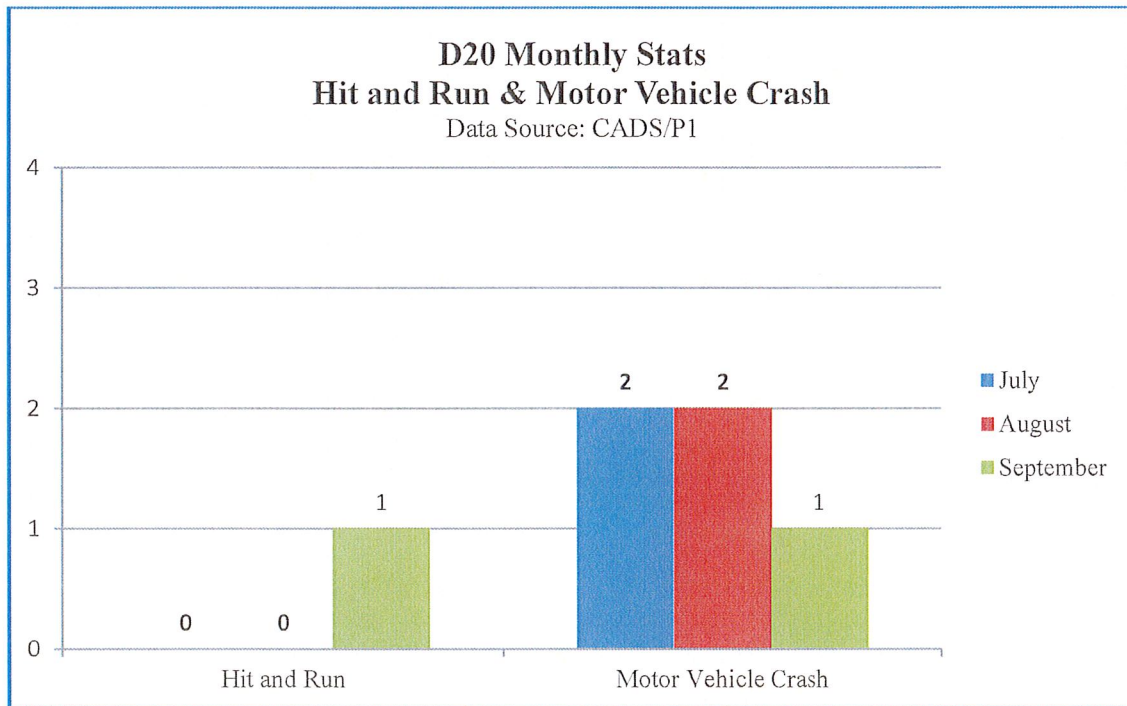
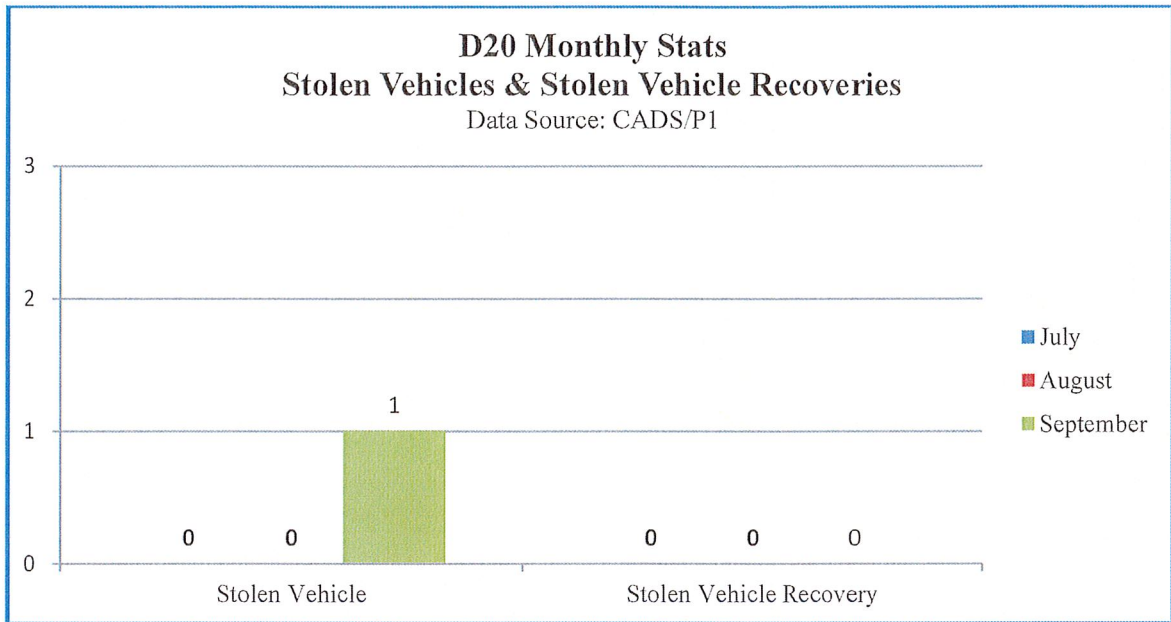
Data Source: CADS/Premier 1

RPT #	SIGNAL	NEIGHBORHOOD	COMMONPLACE	LOCATION
21103562	1050			LAKE DR / BLOSSOM LN
	31D	MARRIOTT OCEAN POINTE	MARRIOTT OCEAN POINTE - WELCOME CENTER	71 OCEAN AVE

## DATA ANALYSIS

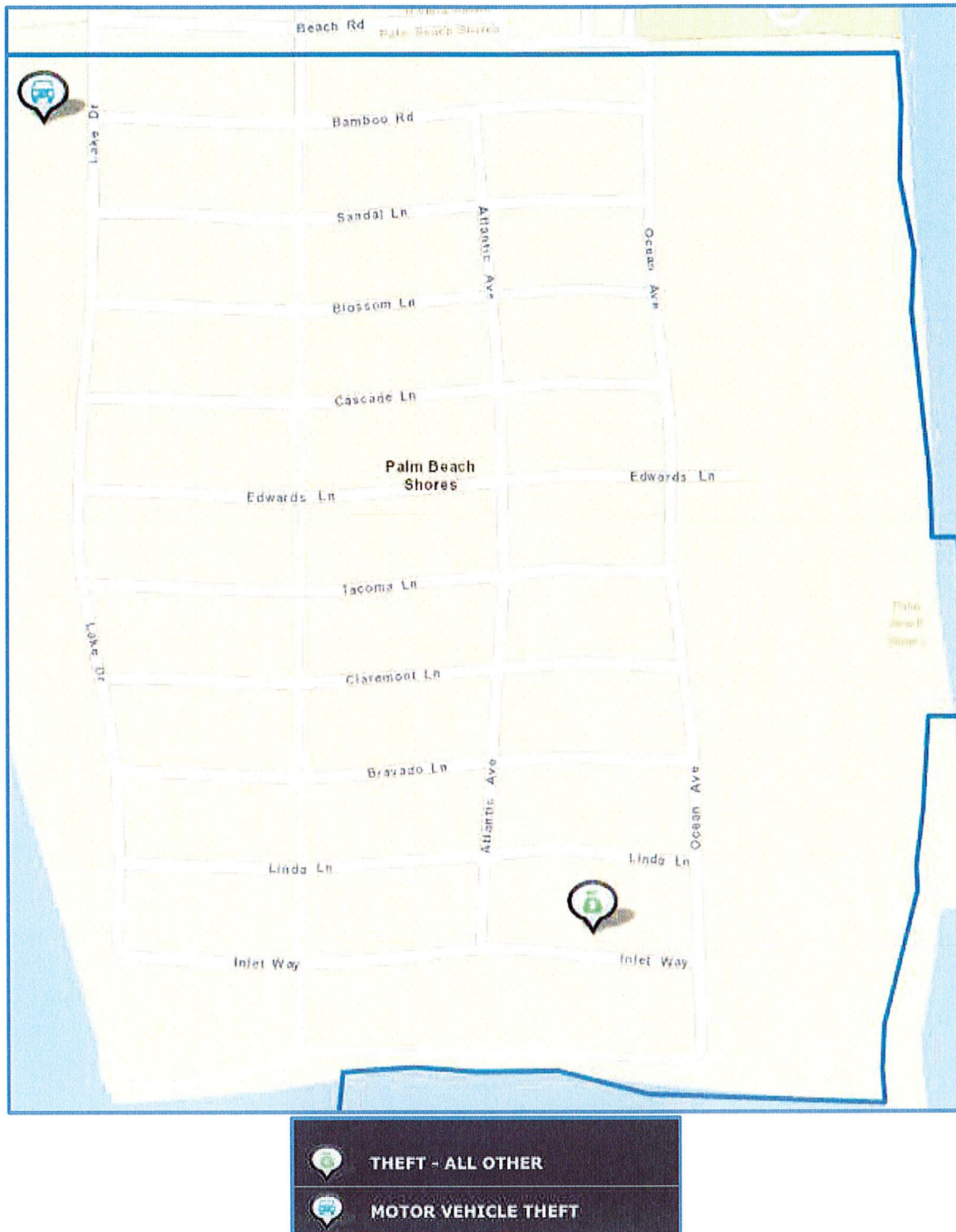
The data included in this report is charted and graphed to illustrate and compare changes over a specific time period. These charts and graphs are utilized to assist in determining crime trends and to measure enforcement efforts. This data is utilized in conjunction with other analysis to develop directed patrol and various enforcement activities. The analysis included on these pages is presented as a brief highlight to explain the salient points of this report.





## District 20 Map of Activity

Data: Source: CrimeView Dashboard





## FIR MAP

8 Records Plotted in CrimeView Dashboard.



(11) Conducted per the FIR Track system.

Note: This # could change due to FIR's being inputted into system after search was conducted.



## MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION

### TOWN OF PALM BEACH SHORES

#### DEPARTMENT OF EMERGENCY SERVICES

23 September 2021 – 21 October 2021

**TO:** Mayor Alan Fiers  
Town Commissioners

**FROM:** Trevor L. Steedman, Fire Chief

**DATE:** 21 October 2021

---

### OPERATIONS

#### FIRE DEPARTMENT

##### COMMUNITY RISK REDUCTION (CRR) INITIATIVES

- Hydrant Inspection Program (Monthly)
  - All hydrants are in service at the time of this report
- Special Secondary Certificate of Public Convenience & Necessity (COPCN)
  - Provide immediate Advanced Life Support (ALS) service for Palm Beach Shores. Alternative transport options are currently being explored.
- *Community CPR & AED* – Presented twice annually for Town residents.
- *Courtesy Home Fire Safety Surveys* – (Implemented: November 2017)
- *Pulse Point* mobile application site – *Pulse Point* is a pre-arrival solution designed to support public safety agencies working to improve cardiac arrest survival rates through improved bystander performance.
- *Pre-Incident Planning* – On-going initiative to familiarize first responders with high-risk occupancies, unique hazards and special properties in Palm Beach Shores and plan accordingly for potential emergencies.
- *File of Life* Program – (Program initiated on 15 March 2017). Program materials funded through budgeted line item: *Community Risk Reduction - Prevention*. Kits are available during business hours at the Town Hall front office.

- *Fire Extinguisher Selection, Use and Maintenance*
  - Hands-on training and education opportunity presented to community members and our partners in the business community by PBSFD Firefighters.
- *Code X-Ray Placard Program* – Identifies Unsafe/Unstable/Vacant buildings.
  - 123 Ocean Avenue – Sea Spray

## STAFFING

Career Staff. – No Vacancies.

- Volunteer Staff
  - Recruitment and Retention efforts remain a priority. The entry versus attrition rate (predominantly due to full-time employment opportunities with other area departments) remains constant. There are 48 volunteer members certified to State Minimum Standards on the “Active” rolls at the time of this report.

## WORKFORCE & OFFICER LEADERSHIP DEVELOPMENT

- Training & Continuing Education – ongoing In-Service opportunities
- Annual Competencies - Completed

## FLEET DEPLOYMENT & MAINTENANCE

- Fast Attack 80 is Out of Service for warranty work.

## INDUSTRY & PROFESSIONAL STANDARDS COMPLIANCE INITIATIVES

- Adopted *National Fire Service Professional Qualifications Board* standards or equivalent for Line, Staff and Command level Officers, Fire Apparatus Driver Operator (FADO) and Firefighters to include:
  - NFPA 1001 *Standard for Fire Fighter Professional Qualifications*
  - NFPA 1002 – P *Standard for Fire Apparatus Driver/Operator (FADO) Professional Qualifications*. Florida compliant courses scheduled for PBSFD personnel in June 2021.
    - PBSFD FADO program (implemented in September 2017).
  - NFPA 1021: *Standard for Fire Officer Professional Qualifications*
    - Validate rank structure for integration into County NIMS/ICS model.

- NFPA 1720 *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Volunteer Fire Departments*

## **OCEAN RESCUE**

### **GEAR & EQUIPMENT**

- All Equipment is in service at the time of this report.

### **BEACH & WATER CONDITIONS**

- Water quality listed as “Good” at the time of this report.

## **OFFICE OF EMERGENCY MANAGEMENT**

### **COVID-19:**

- PBC Emergency Operations Center is maintaining COVID-19 operations at Activation Level III (Enhanced Monitoring). The Local State of Emergency Declaration was rescinded due to the drop in COVID-19 cases and decreased burden on the county-wide hospital system. PBC hospitals are no longer required to report daily COVID-19 statistics. County Emergency Management will continue communication with Local / Municipal Emergency Management representatives as conditions change. Palm Beach Shores Office of Emergency Management continues to provide regular updates to the Community via email distribution and Town Newsletter.
- **Comprehensive Emergency Operations Plan (CEOP) - Ongoing**
  - Purpose and Scope: Update/Create CEOP for the Town of Palm Beach Shores
  - Four areas of focus: Preparation, Response, Mitigation and Recovery
  - Complies and aligns with 27P-6.0023, Florida Administrative Code, County Comprehensive Emergency Management Plans (CEMP) and County Emergency Management Programs
  - Facilitate grant opportunities and streamline FEMA reimbursement efforts.
  - Community Emergency Supply Program – Operational.



- **Continuity of Operations Plan (COOP) - Ongoing**
  - Purpose and Scope: The COOP enables organizations to continue their Essential Functions (EF's) across a wide spectrum of emergencies. This Plan applies to the functions, operations, and resources necessary to ensure the continuation of the Town's Essential Functions, in the event its normal operations at Town Hall or Town facilities are disrupted or threatened with disruption. This Plan applies to all Town personnel and contractors vital to daily operations. Palm Beach Shores staff must be familiar with Continuity policies and procedures and their respective Continuity roles and responsibilities. This Continuity Plan ensures the Town of Palm Beach Shores is capable of conducting its essential missions and functions under all threats and conditions, with or without warning, including natural and manmade disasters, technological emergencies, and military or terrorist attack-related incidents.
  - Based on a vulnerability assessment which identifies capabilities, limitations, and potential threats.
  - Identify and address any potential critical points of failure.
- **Incident Action Plans (IAP's) – As Needed**
  - Purpose and Scope: Provides a recognized template to establish control objectives and communicate critical information during planned and unforeseen events and emergencies.
  - Response strategies and operational goals for operational periods are regularly updated.

### Calls for Service Activity

<b>FIRE / EMS</b>	<b>TOTAL CALLS FOR SERVICE</b>	<b>36</b> Fire-Related: 10      EMS-Related: 26
	<b>LAST REPORTING PERIOD</b>	<b>42</b> Fire – Related: 08      EMS - Related: 34
	<b>PERCENTAGE OF INCREASE / DECREASE</b>	Total: - 14.3 % Fire - Related: + 25 %      EMS - Related: - 23.5 %

<b>OCEAN RESCUE (September)</b>	<b>Rescue Report</b>	Rescues: 00      Assists: 01      Vessel Assists: 01
	<b>Prevention &amp; Education</b>	Contacts: 232
	<b>First Aid Provided</b>	Occurrences (Minor): 40

### Training & Continuing Education Summary

<b>TRAINING &amp; DRILLS</b>	<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>	<b>TYPE</b>			<b>NATURE</b>	<b>STAFFING</b>	<b>NOTES</b>
				<b>FIRE</b>	<b>RESCUE</b>	<b>EMS</b>			
	28 Sep 2021	1830	125 S. Ocean Ave.	X	X	X	Residential Rescue Ops.	15	Hands-On
	12 Oct 2021	1830	247 Edwards Ln	X	X		Elevator Emergencies (I)	20	Calsroom
	19 Oct 2021	1830	90 Edwards Ln	X	X		Elevator Emergencies. (II)	20	Hands-On
	<b>Formal Training Drills – 03</b> <b>Personnel Participation – 55</b> <b>Personnel Training Hours – 165</b>								



## ***Public Works Department***

**Item #: 5 b 3.**

### *Monthly Status Report*

*October 2021*

#### **Community Center:**

1. Receiving quotes to replace the 6 each Fireproof Metal Doors 1<sup>st</sup> floor due to rust caused by the surrounding elements of the building.
2. Scheduling to repair exhaust vent metal duct in the ceiling of the 2<sup>nd</sup> floor kitchen due to roof leak causing the metal duct to rust and creating a breakdown with the exhaust vent performance. This project will be performed by an outside contractor.
3. Scheduling to replace all the sink faucets on the 1<sup>st</sup> and 2<sup>nd</sup> floors due to exceeding life expectancies and leaking. This project will be performed by the Public Works Staff.
4. Scheduling to paint the first-floor deck to complete the exterior painting of the building. This task is challenging due to event scheduling of the facility. This project will be performed by Public Works Staff.
3. The projects listed is funded through the approved general and capital budget.

#### **Grounds & Parks:**

1. Scheduling to paint the Inlet Park walkway light posts and install numbers on each light post for maintenance tracking. Still in progress.
2. Scheduling to order new Park Benches for Inlet Park and the Parkway. The manufacturers are starting to produce more products for shipping due to new COVID guidelines in place.
3. Scheduling to install concrete slabs under the Parkway benches due to safety concerns. The concrete slabs will replace the existing individual square pavers creating an uneven surface and trip hazards. There is a total of 37 concrete slabs to be installed. This project will be performed by the Public Works Staff.
4. Receiving quotes to replace the damaged concrete trash cans located on the Parkway, Inlet Park, and Beach.
5. Scheduling to apply new mulch at the Beach Playground surrounding areas.
6. Scheduling to pressure wash the Parkway sidewalk, bricks, and park benches.
7. The projects listed is funded through the approved general and capital budget.

## **Streets:**

1. The streetlight restoration project began July 8, 2021. The restoration includes concrete repairs to the light poles and painting of the poles with a color of Hunter Green. There are a total of 196 streetlight poles in Town including the Streets, Parkway, and Town Hall parking lot. The work is performed by the Public Works Department. The restoration work will have a cost savings of \$ 6,000.00 per pole if replaced. Locations of the completed Street Light Poles as follows: The parkway, Town Hall Parking Lot, and the Beach Parking Lot. This project is ongoing due to weather and other project delays.
2. Scheduling to replace the storm grates and concrete aprons along Lake Drive and Inlet Way. The grates are on order waiting for their arrival to install. Public Works will perform the work. Still in progress.
3. The Public Works Department will continue to apply asphalt patch in various locations on the Town Streets as needed.
4. Scheduling to install the street storm drain swales on the corner of Edwards Lane and Lake Drive.
5. The projects listed is funded through the approved general and capital budget.

## **Lift Stations:**

1. Scheduling to receive quotes to replace the 8-inch riser pipes in the wet well of the Lake Drive Lift Station #01. Possible piggyback contract available for project.
2. Scheduling to reline the streets sewer manholes in various locations.
3. The projects listed is funded through the approved general and capital budget.

## **Public Works Building, Police Building, Fire Department Annex Building, Beach Building:**

1. The sewer pipe lining contract for Town Hall was awarded to APT (Advance Plumbing Technologies). On Tuesday, September 21, 2021, all the sewer lines were measured, mapped out, and another interior visual inspection of the sewer lines was performed. The lining was scheduled for Thursday, September 30, 2021. On Monday, October 18, 2021, APT contractors returned to repair sewer pipes in the ground East side of Town Hall and the Parkway, and repairs to the sewer riser stack pipes in the ceiling of the Public Works Shop, and the Police Department kitchen and bathroom. The estimated date for completion is Monday, October 25, 2021. The Bathroom and sink facilities at the Town Hall and the Police Department have been out of service for a total of 9 days during the sewer lining project.
2. Scheduling to apply a roof coating on the Beach Bathroom Building on Thursday, October 28, 2021. Public Works will be applying the roof coating.
3. Scheduling to install a new electrical service line and breakers from the main electrical panel of the Police Departments building to the Fire Departments Fire Bay to install the new Air / Oxygen unit.
2. The projects listed is funded through the approved general and capital budget.

## **Capital Projects For 2020:**

1. **Beach Bathroom Restoration: Completed / Contractor.**
2. **Beach Boardwalk Construction: Completed / Public Works performed the work.**



3. Paint Exterior of Community Center: **Completed / Contractor.**
4. LED Conversion of all lighting fixtures Community Center: **Completed / Public Works performed the work.**
5. AC Air Handler replacement 2<sup>nd</sup> floor Community Center: **Completed / Contractor**
6. New Storm grates and concrete aprons Streets: **In progress / Public Works to perform the work.**
7. New Tidal valves Lake Drive & Inlet way Outfall Pipes: **Completed / Contractor**
8. Lift Station Pumps: **Removed not required**
9. Town Hall Relining of Sewer Lines: **In progress / Contractor.**
10. AC Units replaced 2ea. Town Hall: **Completed / Contractor.**
11. Fire Department front porch construction: **Completed / Contractor.**
12. Fire Department new roof: **Completed / Contractor.**
13. Police Department Parking lot and Parkway Town Hall New Light Poles LED: **Completed / Public Works performed the work.**
14. Inlet Park Pathway asphalt sealer: **Completed / Public Works performed the work.**
15. Inlet Park Gazebos retaining walls and concrete slab repairs: **Completed / Public Works performed the work.**
16. Police Department roof repairs. **Completed / Public Works to perform the work.**

#### **Training / Certificates:**

1. Continuing Education in Florida Stormwater Erosion and Sedimentation Control. No cost to the Town.
2. OSHA'S Model Training Program for multiple certifications & continuing education credits. No cost to the Town.
3. Safety Meeting scheduled for Tuesday, October 19, 2021, Public Works Safety Officer (Public Works Director).
4. Irrigation maintenance and repairs training by BrightView landscaping. No cost to the Town.
5. Lift Stations Pumps and Valves training by PSI Technologies. No cost to the Town.

#### **Updates:**

1. COMCAST Project.
2. AT&T Project.

**TOWN CLERK REPORT**  
**October 2021 Status Update**

TASKS	STATUS
<b>Upcoming Meetings</b>	<ul style="list-style-type: none"> <li>➤ October 27, 2021, 6:00 pm: Planning and Zoning Board Meeting</li> <li>➤ November 1, 2021, DRC at 2:00 pm</li> <li>➤ November 8, 2021, Commission Workshop at 7:00 pm</li> </ul>
<b>Building Department Updates</b>	<p>September 2021:</p> <ul style="list-style-type: none"> <li>• Total Permits issued: 17</li> <li>• Total Permit Fees Paid: \$15,713.83</li> <li>• Total Construction Value: \$651,729.52</li> <li>• Total Permits issued in 2021 to date: 339</li> <li>• Total Permit Fees in 2021 to date: \$187,831.78</li> </ul> <p><b>REGULAR BUSINESS:</b> Monday through Friday, from 8:30 am to 4:30 pm.  We will close for lunch between 12:30 pm and 1:00 pm each day.  <b>BUILDING PERMITS</b> will be accepted 8:30 am to 4:00 pm only.  We will close for lunch between 12:30 pm and 1:00 pm each day.</p>
<b>Code Compliance</b>	<p>New/ongoing open Code Violations Sept. 23, 2021, to Oct. 20, 2021 (7 total)</p> <ul style="list-style-type: none"> <li>• 5 Landscaping Maintenance/ Obstructed views (Code Sec. 78-79)</li> <li>• 1 Property Maintenance (Code Sec. 18-329)</li> <li>• 1 Yard debris/trash (Collections Times) Code Sec. 38-9</li> </ul>
<b>TOWN HALL</b>	<ul style="list-style-type: none"> <li>• Town Hall is open 8:30 am to 4:30 pm; However, we must limit customers to 1 at a time. <u>You must also wear a mask inside Town Hall.</u> Thank you for helping all of us to stay safe and healthy.</li> <li>• All meetings will continue to be offered virtually via WebEx (see Town's website: <a href="http://www.palmbeachshoresfl.us">www.palmbeachshoresfl.us</a> for information on all meetings).</li> </ul>
<b>BUSINESS TAX AND CERTIFICATE OF USE APPLICATIONS</b>	<p>The renewal notices for Business Tax and Certificate of Use were mailed out earlier this month. If you have rental property or have any type of business activity on your property, you are required to obtain a license through the Town and the County. Please remember that our Code Officer, Orlando Rodriguez, will need to schedule an inspection on all rental properties, restaurants, bars, and commercial spaces where the public is allowed. Once the inspections are completed, we will provide you with a final accounting of fees due.</p>



## ITEM 6a

Town of Palm Beach Shores  
Commission Meeting  
October 25, 2021

### **Tree Trimming Contract**

Tree Trimming Bids were due by noon on October 18, 2021. We received one bid from Zimmerman Tree Service with a cost of \$97,777. The bid was complete and timely.

The budget for tree trimming in the Parks Department is \$85,000. This bid is \$12,777 overbudget. Staff recommends rejecting this bid since it is overbudget.

There is an immediate need to trim the coconut palms. Consider having this trimming done without a long-term contract. It is expected to cost approximately \$13,000. This would allow time to review the current procurement policy considering the difficulty of securing bids. It would also allow time to consider whether it is sensible to bring both the landscaping and tree trimming in-house, expanding the Public Works Department.

## **ORDINANCE NO. O-4-21**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF PALM BEACH SHORES AT CHAPTER 22. ELECTIONS., SECTION 22-4 TO ADJUST THE DATES FOR QUALIFYING FOR MUNICIPAL ELECTED OFFICE AT THE REQUEST OF THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS; DIRECTING THE TOWN CLERK TO TRANSMIT A CERTIFIED COPY OF THIS ORDINANCE TO THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 22. ELECTIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**WHEREAS**, Article III, Section 3.6 of the Town Charter sets the date for Town elections as the second Tuesday in March of each year; and

**WHEREAS**, Chapter 22, Section 22-4 of the Town Code sets the qualifying period for Town elections as noon on the first Tuesday in December until noon on the third Tuesday in December of the calendar year preceding the calendar year in which the election is to be held; and

**WHEREAS**, the Town of Palm Beach Shores has, as have other municipalities in Palm Beach County, been requested by the Palm Beach County Supervisor of Elections (SOE) to move its municipal election qualifying period to an earlier period that provides sufficient time for the SOE to comply with vote-by-mail requirements; and

**WHEREAS**, the Town Commission has reviewed its qualifying period, the SOE's request and Section 101.62, *Florida Statutes*, and based on same, desires to adjust the qualifying period dates for the Town's municipal election; and

**WHEREAS**, moving the dates of the Town's qualifying period requires an amendment to Chapter 22. Elections. of the Town Code of Ordinances; and

**WHEREAS**, Sections 100.3605, 101.75, and 166.021, *Florida Statutes*, permit the Town to amend its code of ordinances to change the dates of its qualifying period by ordinance and without referendum, and

**WHEREAS**, the Town Commission believes these amendments to the code of ordinances are in the best interests of the citizens of the Town of Palm Beach Shores.



**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, THAT:**

**Section 1.** The facts and recitations contained in the preamble of this ordinance are adopted and incorporated by reference as if set forth in this section.

**Section 2.** The Code of Ordinances of the Town of Palm Beach Shores, Florida, is hereby amended at Chapter 22. Elections, Section 22-4 to adjust the dates for qualifying for municipal elected office; providing that Section 22-4 shall hereafter read as follows:

**Sec. 22-4. - Filing for candidacy.**

Any qualified elector within the town may become a candidate for any office to be filled at any election by filing with the town clerk, a written notice that he or she intends to be a candidate for such office. This notice must be filed with the town clerk no earlier than noon on the first Tuesday in November ~~December~~ of the calendar year preceding the calendar year in which the election is to be held, nor later than noon on the third Tuesday in November ~~December~~ of the calendar year preceding the calendar year in which the election is to be held. In the event that special circumstances require an adjustment to this qualifying period, the Town Commission may adjust same by ordinance, so long as any such adjustment allows the Town to still meet all deadlines from the Palm Beach County Supervisor of Elections for conducting the election. The names of all candidates and the offices for which they have filed shall be received by the Palm Beach County Supervisor of Elections from the town clerk by 5:00 p.m. on the first Tuesday ~~Friday~~ after the close of qualifying. Such written notice shall be stated on the following prescribed form:

Name of Candidate:

Filed for Office:

Age of Candidate:

Length of Residence:

- a. In the State of Florida:
- b. In the County of Palm Beach:
- c. In the Town of Palm Beach Shores:

Signature of Candidate:

This written notice, together with a written statement subscribed to by at least 15 persons registered to vote in town elections, certifying that such subscriber knows the candidate and believes such

person to be a qualified candidate for the office of town commission, shall be filed within the dates and times referenced above.

**Section 3.** The town clerk is directed to transmit a certified copy of this ordinance to the Office of the Palm Beach County Supervisor of Elections.

**Section 4.** Each and every other section and subsection of Chapter 22. Elections, shall remain in full force and effect as previously adopted.

**Section 5.** All ordinances or parts of ordinances in conflict with this ordinance are repealed.

**Section 6.** If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

**Section 7.** Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Palm Beach Shores.

**Section 8.** This ordinance will take effect immediately upon adoption.

FIRST READING this 26<sup>th</sup> day of July 2021.

SECOND AND FINAL READING this 25<sup>th</sup> day of October 2021.

**TOWN OF PALM BEACH SHORES**

\_\_\_\_\_  
Alan Fiers, Mayor

ATTEST:

\_\_\_\_\_  
Evyonne Browning, Town Clerk (Seal)

Approved as to form and legal sufficiency.

\_\_\_\_\_  
Keith Davis, Town Attorney

## ORDINANCE NO. O-6-21

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 70. TRAFFIC AND VEHICLES., ARTICLE II. PARKING, STOPPING AND STANDING., DIVISION 1. GENERALLY. TO CREATE AN ENTIRELY NEW SECTION 70-31 ENTITLED “MOTORIZED SCOOTERS AND MICROMOBILITY DEVICES; PARKING AND OPERATION PROHIBITIONS; ENFORCEMENT; SUPPLEMENTAL REGULATIONS.” PROVIDING REGULATIONS FOR THE USE OF SUCH VEHICLES; ALSO AMENDING SECTIONS 70-32 AND 48-4 TO PROVIDE INTERNAL CONSISTENCY AND ACCURATE CROSS-REFERENCING OF SUCH REGULATIONS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 70. TRAFFIC AND VEHICLES. AND CHAPTER 48. PARKS AND RECREATION. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**WHEREAS**, through the adoption of Chapter 2019-109, Laws of Florida, the Florida Legislature amended Section 316.2128, *Florida Statutes*, to provide motorized scooter and micromobility device operators all of the rights and duties applicable to bicycle riders; and

**WHEREAS**, in its adoption of Chapter 2019-109, Laws of Florida, the Florida Legislature also provided that motorized scooter and micromobility device operators are required to satisfy the license, registration, and insurance requirements required for motor vehicle operators; and

**WHEREAS**, Section 316.2128, *Florida Statutes*, allows a local government to regulate the operation of motorized scooters and micromobility devices on the streets and sidewalks within its jurisdiction; and

**WHEREAS**, Section 316.008, *Florida Statutes*, generally authorizes a local government to regulate the stopping, standing, and parking of vehicles within its jurisdiction; and

**WHEREAS**, Chapter 70, Article II of the Code of Ordinances of the Town of Palm Beach Shores (“Town”) regulates the parking, stopping, and standing of vehicles within the Town; and

**WHEREAS**, the Town Commission desires to regulate the parking and operation of motorized scooters and micromobility devices in a similar manner to motor vehicles so as to prevent their proliferation throughout the Town; and

**WHEREAS**, it has come to the attention of the Town Commission that motorized scooters and other micromobility devices which are rented or otherwise made available for hire are being

misused and left unattended in the Town Parkway and at other public places, creating a nuisance and an aesthetic blight within the town; and

**WHEREAS**, the Town Commission has determined that these amendments to the Code of Ordinances, providing for the regulation of motorized scooters and other micromobility devices, are in the best interests of the citizens of the Town of Palm Beach Shores, and will serve to promote and protect the public health, safety, and welfare.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, THAT:**

**Section 1.** The facts and recitations contained in the preamble of this ordinance are adopted and incorporated by reference as if set forth in this section.

**Section 2.** The Code of Ordinances of the Town of Palm Beach Shores, Florida, is hereby amended at Chapter 70. Traffic and Vehicles., Article II. Parking, Stopping and Standing, Division 1. Generally. to create an entirely new Section 70-31 entitled “Motorized Scooters and micromobility devices; parking and operation prohibitions; enforcement; supplemental regulations.,” providing applicable regulations for motorized scooters and micromobility devices within the Town; providing that Section 70-31 shall hereafter read as follows:

**Sec. 70-31. - Motorized scooters and micromobility devices; parking and operation prohibitions; enforcement; supplemental regulations. ~~Reserved.~~**

**(a) Definitions.**

**(1) *Motorized scooter* means a motorized transportation device that is powered by a motor with or without a seat or saddle for the use of the rider which is designed to travel on not more than three (3) wheels, and which is not capable of propelling the vehicle at a speed greater than 20 miles per hour on level ground.**

**(2) *Micromobility device* means any motorized transportation device made available for private use by reservation through an online application, website, or software for point-to-point trips and which is not capable of traveling at a speed greater than 20 miles per hour on level ground.**

**(b) Parking and operation prohibitions.**

**(1) *Parking.* It shall be unlawful for any person to park or leave a motorized scooter or other micromobility device unattended on public property, including streets, sidewalks or the Town Parkway, or within a right-of-way within the jurisdictional limits of the Town, except for the following locations:**



- i. At bicycle parking racks located at the Town's beach parking lot; and
  - ii. At bicycle parking racks located at the Town Hall complex.
- (2) Operation. It shall be unlawful for any person to operate motorized scooters or other micromobility devices upon any sidewalk or portion of the Town Parkway within the jurisdictional limits of the Town
- (c) Removal, storage, and notice. Whenever any Town law enforcement or code enforcement officer finds a motorized scooter or other micromobility device parked or left unattended upon public property or within a right-of-way in violation of this section, such officer is authorized to provide for the removal and storage of such motorized scooter or other micromobility device, with all actual costs incurred from such removal and storage becoming a lien against such motorized scooter or other micromobility device and/or otherwise being charged to the owner. All such costs shall be paid to the town prior to the release of the motorized scooter or other micromobility device to its owner.
- (d) Fines and Penalties. In addition to the removal and storage of motorized scooters and other micromobility devices found to be in violation of this section, violations of this section may also be enforced by citation. The fine schedule for violations of the regulations set forth in this section shall be set by the town commission and may be amended from time to time, as necessary. The fine schedule shall be available at the office of the town clerk during normal business hours. Any motorized scooter or other micromobility device found parked in violation of this section may be posted with a citation clearly stating that the fine set forth on such citation must be paid to the town within ten days. Failure to pay the fine within ten days after such citation is posted may result in a summons being issued ordering the owner of the scooter to appear in county court. In the event the owner is found guilty of such violation in county court, the owner may be assessed additional fines and court costs.
- (e) Supplemental regulations.
  - (1) Minimum age. No person under the age of 16 years old shall operate a motorized scooter or other micromobility device within the jurisdictional limits of the town.
  - (2) Business tax receipt required. Any motorized scooter or micromobility device provider who rents, provides, or otherwise makes available for hire any motorized scooters or other micromobility devices within the town's jurisdictional limits shall be subject to

the business tax and certificate of use requirements as specified in Chapter 18 of the town's code of ordinances.

(3) Insurance. Any motorized scooter or other micromobility device provider who rents, provides, or otherwise makes available for hire motorized scooters or other micromobility devices within the town's jurisdictional limits shall provide proof of insurance to the Town, with coverage limits deemed acceptable to the Town.

(4) Indemnity and Hold Harmless Agreement. Any motorized scooter or other micromobility device provider who rents, provides, or otherwise makes available for hire motorized scooters or other micromobility devices within the town's jurisdictional limits shall be required to enter into an Indemnity and Hold Harmless Agreement with the town prior to making such motorized scooters or other micromobility devices available within the jurisdictional limits of the town.

(f) Exemption. This section shall not apply to the parking or operation of any manually-operated or power-driven mobility devices, assistive mobility devices, or other devices utilized for locomotive use by a person with a mobility disability as authorized by the Americans with Disabilities Act.

**Section 3.** The Code of Ordinances of the Town of Palm Beach Shores, Florida, is hereby amended at Chapter 70. Traffic and Vehicles., Article II. Parking, Stopping and Standing., Division 1. Generally. Section 70-32. Parking prohibitions; fines and penalties. to provide for internal consistency; providing that Section 70-32 shall hereafter read as follows:

**Sec. 70-32. - Motor vehicles; Pparking prohibitions; fines and penalties.**

(a) Parking of motor vehicles is strictly prohibited and unlawful within the Town of Palm Beach Shores as follows:

- (1) Obstructing traffic.
- (2) Parallel parking within ten feet of a fire hydrant.
- (3) Parking on any street or right-of-way, including the "ten-foot strip" but excluding driveways and designated and approved parking areas from this prohibition.
- (4) Double-parking.
- (5) Parking in prohibited area posted with a "No Parking" sign.
- (6) Reserved.
- (7) Parallel parking within 15 feet of a "Stop" sign.

- (8) Blocking driveway, public or private.
  - (9) Parking on private property without permission (trespassing).
  - (10) Parking at beach parking lot with no permit.
  - (11) Parking at beach parking lot with expired permit.
  - (12) Parking in any handicapped parking space without permit.
  - (13) Parking in fire lane or zone.
  - (14) Parking in any manner so as to block any portion of a sidewalk and/or bicycle path or cross walk.
  - (15) Parking outside of designated lines at beach or Town Hall parking lots.
- (b) Fines and penalties. The fine schedule for violations of the motor vehicle parking regulations set forth in this chapter shall be set by resolution of the town commission and may be amended from time to time, as necessary. The fine schedule shall be available at the office of the town clerk during normal business hours. Any motor vehicle found parked in violation of the regulations set forth in this chapter shall be posted with a citation affixed to such vehicle clearly stating that the fine set forth on such citation must be paid to the town within ten days. Failure to pay the fine within ten days after such citation is posted to the motor vehicle may result in a summons being issued ordering the owner of the motor vehicle to appear at county court. In the event the owner is found guilty of such violation in county court, the owner may be assessed additional fines and court costs. Failure to pay may also result in the inability to re-register the vehicle.

**Section 4.** The Code of Ordinances of the Town of Palm Beach Shores, Florida, is hereby amended at Chapter 48. Parks and Recreation., Section 48-4. Traffic. to provide for internal consistency and accurate cross-referencing; providing that Section 48-4 shall hereafter read as follows:

**Sec. 48-4. - Traffic.**

- (a) No motor vehicle, as defined in F.S. § 320.01, shall be operated at any time upon the town's parkway (except in designated parking lot facilities associated with Town Hall) or upon the United States government easement running parallel to the north side of the Lake Worth Inlet.
- (b) No moped, ~~as defined in F.S. § 316.003(77), motorized electric bicycle as defined in F.S. § 316.003(2), or motorized scooter or micromobility device as defined in Chapter 316, Florida Statutes F.S. § 316.003(82),~~ shall be operated upon the town's parkway (except in

designated parking lot facilities associated with Town Hall) or upon the United States government easement running parallel to the north side of the Lake Worth Inlet at any time. Nothing contained in this article shall be deemed to prohibit the operation of an electric personal assistive mobility device as defined in F.S. § 316.003(23)(83) upon the town's parkway or upon the United States government easement running parallel to the north side of the Lake Worth Inlet.

- (c) No bicycle, roller-skates, rollerblades, skateboards or scooters shall be operated upon the town's parkway or in Inlet Park on any day during the week, during the following periods of time: dusk until dawn, inclusive. Operators or riders of bicycles, roller-skates, rollerblades, skateboards or scooters shall yield the right-of-way to other pedestrians on the town's parkway in the Inlet Park and shall not otherwise endanger or interfere with such pedestrian traffic.
- (d) No quadricycles shall be operated upon the town's parkway or in Inlet Park at any time.
- (e) The prohibitions set forth in subsection (a) through (d) shall not be applicable to town personnel in the course of conducting official town business.
- (f) *Parking:*

- (1) *Designated areas.* No person in a park shall park a vehicle, motorized scooter or other micromobility device in other than an established or designated parking area, and such use shall be in accordance with the posted directions there and with the instructions of the chief of police and/or his officers who may be present.
- (2) *Overnight parking.* No person in a park shall leave a vehicle, or a motorized scooter or other micromobility device, standing or parked overnight.

**Section 5.** Each and every other section and subsection of Chapter 70. Traffic and Vehicles. and Chapter 48. Parks and Recreation. shall remain in full force and effect as previously adopted.

**Section 6.** All ordinances or parts of ordinances in conflict with this ordinance are repealed.

**Section 7.** If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

**Section 8.** Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Palm Beach Shores.



**Section 9.** This ordinance will take effect immediately upon adoption.

FIRST READING this 23<sup>rd</sup> day of August 2021.

SECOND AND FINAL READING this 25<sup>th</sup> day of October 2021.

**TOWN OF PALM BEACH SHORES**

\_\_\_\_\_  
Alan Fiers, Mayor

ATTEST:

\_\_\_\_\_  
Evyonne Browning, Town Clerk (Seal)

Approved as to form and legal sufficiency.

\_\_\_\_\_  
Keith Davis, Town Attorney