

Monday, August 23, 2021
7:00 pm



Town Hall Commission Chambers
247 Edwards Lane
Palm Beach Shores, FL 33404

TOWN COMMISSION MEETING AGENDA

Mayor Alan Fiers

Vice Mayor Scott McCranel

Commissioner Tracy Larcher
Commissioner Janet Kortenhuis
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=me45a213dbd98c9zcfbccadc7eeaccde>

Meeting Number: **132 678 0040**

Password: **0823**

To join meeting by phone (voice only)

Phone Number: +1-408-418-9388 United States Toll

Access Code: **132 678 0040**

Password: **0823**

The entire agenda packet is available on the Town's website: 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. June 14, 2021, Special Called Meeting Minutes
- b. July 26, 2021, Commission Meeting Minutes.
- c. Special Event permit No. 0-8-2: Non-resident Kazzandra Fetters to hold a wedding ceremony on September 15, 2021, on the Town's Beach with 15 attendees anticipated. The event will begin at 4:00 pm and end at 7:30 pm. All paperwork and fees have been submitted.

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. Proclamation for Constitution Week, September 17 to 23, 2021.
- b. Interlocal Agreement with the Solid Waste Authority of Palm Beach County for the delivery of municipal solid waste to designated facilities and for a municipal revenue sharing recycling program.
- c. Update on Undergrounding Project - AT&T
- d. Special Event Permit No. 0-8-01: Town residents Richard Salmon and Janet Kortenhaus to host an engagement party on Sunday, October 10, 2021, on the 2nd floor of the Community Center. The event will begin at 11:00 am and end at 2:00 pm with 65 attendees anticipated. All paperwork and fees have been submitted.

7. **ORDINANCES AND RESOLUTIONS**

a. Resolution No. R-11-21 *A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, EXPRESSING SUPPORT FOR THE DREDGING OF THE LAKE WORTH LAGOON EASTERN CHANNEL LOCATED ALONG THE LAKE WORTH INLET FLOOD SHOAL, WHICH IS WITHIN AND ADJACENT TO THE WESTERN BOUNDARY OF THE TOWN OF PALM BEACH SHORES; ACKNOWLEDGING PALM BEACH COUNTY'S PARTICIPATION IN SAID DREDGING PROJECT BY OBTAINING NECESSARY PERMITS FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE UNITED STATES ARMY CORPS OF ENGINEERS; FURTHER ACKNOWLEDGING THE FLORIDA INLAND NAVIGATION DISTRICT'S COMMITMENT FOR PARTIAL (APPROXIMATELY 75%) FUNDING OF SAID DREDGING PROJECT THROUGH ITS ANNUAL WATERWAY ASSISTANCE PROGRAM PURSUANT TO F.A.C. 66B-2.005; DIRECTING THE TOWN ADMINISTRATOR TO PROVIDE A COPY OF THIS RESOLUTION TO THE STATE OF FLORIDA THROUGH THE TOWN'S CONGRESSIONAL REPRESENTATIVE AND SENATOR FOR PURPOSES OF SEEKING LEGISLATIVE FUNDING FOR THE REMAINING OUTSTANDING COST OF SAID DREDGING PROJECT; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES*

b. (First Reading) Ordinance O-6-21 Motorized Scooters and Micromobility Devices:
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. (Keith Davis, Town Attorney)

c. (First Reading) Ordinance O-7-21: *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 SECTION 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.*

d. (Second Reading) Ordinance O-4-21 Elections: *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.* (Keith Davis, Town Attorney)

e. (Second Reading) Ordinance O-2-21 Impact Fees: *AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 28. FINANCE. AT ARTICLE III. IMPACT FEES. BY REPEALING ALL PROVISIONS RELATED TO THE FUTURE COLLECTION OF TOWN POLICE PROTECTION IMPACT FEES; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 28. FINANCE. 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.* (Keith Davis, Town Attorney)

8. MISCELLANEOUS BUSINESS

- a. **VAR21-02 (R)**, Robert Winfield, Owner of 318 Inlet Way, requests Variance review for: 1) a variance from Sec. Pf. 7.8. to construct two proposed single-story detached garages with reduced side yard setbacks of 6.95 feet where Town Code requires 10 feet, in order to be consistent with the existing (non-conforming) principal residential building setback.

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 ACCOMODATIONS 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
June 14, 2021
Special Called Meeting
(Immediately following the June 14, 2021 Commission Workshop)

1. **CALL TO ORDER**

Mayor Fiers called the meeting to order at 9:35 pm. The meeting was held at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404, and he welcomed back those who had come "in person" to the meeting.

Mayor Fiers stated the record to show that those who attended the regular Commission workshop prior to this meeting are still present (Mayor Alan Fiers, Vice Mayor Scott McCranels, Commissioner Tracy Larcher, Commissioner Janet Kortenhaus, and Commissioner Brian Tyler attended virtually.)

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

MOTION: Commissioner Kortenhaus moved to approve the Meeting Agenda.

SECOND: Vice Mayor Scott McCranels seconded the motion.

VOTE:

Fiers:	YES	
McCranels:	YES	
Kortenhaus:	YES	
Larcher:	YES	
Tyler:	YES	The Motion Passed Unanimously

3. **APPROVAL OF CONSENT AGENDA**

- a. Approval of Special Event No. 5-5-21: Angela Lopez to host a wedding on the Town's beach with a reception to follow on the 1st Floor of the Community Center, from 1:00 pm to 9:30 pm. **(All paperwork has been received and fees paid)**

MOTION: Vice Mayor McCranels moved to approve Special Event No. 5-5-21.

SECOND: Commissioner Larcher seconded the motion.

VOTE:

Fiers:	YES	
McCranels:	YES	
Kortenhaus:	YES	
Larcher:	YES	
Tyler:	YES	The Motion Passed Unanimously

4. **PUBLIC COMMENTS:** None

5. **ADJOURNMENT**

Motion to Adjourn by Vice Mayor McCranels; Seconded by Commissioner Tracy Larcher.
Mayor Fiers adjourned the meeting at 9:37 pm.

Approved this ____ day of August 2021.

Attest:

Alan Fiers, Mayor

Evyonne Browning, Town Clerk

(Seal)

**TOWN OF PALM BEACH SHORES, FLORIDA
REGULAR COMMISSION MEETING MINUTES
July 26, 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 7:00 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.

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

At the request of Mayor Fiers, the meeting agenda was amended to have the following presentations before any regular business:

- a. Senator Bobby Powell gave his annual Legislative update.
- b. Major Ron Mattino gave an update on the Palm Beach Sheriff's Office.

3. APPROVAL OF CONSENT AGENDA

- a. June 28, 2021, Commission Meeting Minutes.
- b. Special Event Permit No. 0-7-02: Town resident Kathleen Denis to host an art exhibit on the 2nd floor of the Community Center beginning Friday, February 4, 2022, from 5:00 pm to 8:00 pm, and on Saturday, February 5, 2022, from 10:00 am to 4:00 pm with 80 attendees anticipated on each day.
- c. Special Event Permit 0-7-03: Resident Peggy Naegle to hold a wedding and reception on the first and second floors of the Community Center on February 22, 2022, from 1:00 pm to 11:00 pm, with 75 attendees anticipated.
- d. Special Event Permit O-7-04: Sailfish Marina to host a Festival on August 14, 2021, from 12:00 pm to 9:00 pm with 200 attendees anticipated.
- e. Special Event Permit O-7-05: Sailfish Marina is holding the "Amber's Outreach" Fishing Tournament on August 7, 2021, from 5:30 pm to 8:30 pm with 100 attendees anticipated.
- f. Special Event Permit O-7-06: Sailfish Marina to host the "Boys Town of South Florida Ohana Salty Classic Fishing Tournament on September 3, 2021, to September 4, 2021, from 3:00 pm to 10:00 with 200 attendees anticipated each day.
- g. Special Event Permit)-7-07: Tim and Tricia Blash to hold a party on the 2nd Floor of the Community Center on January 29, 2022, from 2:00 pm to 12:00 am on January 31, 2022, with 100 attendees anticipated.

MOTION: Commissioner Brian Tyler moved to approve the Consent Agenda

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

4. **PRESENTATIONS**

- a. Town Clerk Browning lead Jude Goudreau in the Oath of Office as Deputy Town Clerk.

Note: The update by Senator Bobby Powell was moved to immediately follow the "Approval of the Meeting Agenda."

5. **DEPARTMENT AND BOARD REPORTS**

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

MOTION: Vice Mayor Scott McCranels moved to approve the Financial Report

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

- b. Staff Reports were given by Sgt. Langevin with the PBSO, Fire Chief Steedman, and Public Works Director Welch.

- c. Planning and Zoning Chairman, Jerald Cohn, gave an update on action taken at the June 23, 2021 P & Z and LPA meetings.

6. **COMMISSION REPORTS**

Mayor Fiers stated that he, Public Works Director Alan Welch, and PBSO Sgt. Steve Langevin met with Riviera Beach Water Department and Chen Moore regarding relacing to our Town's water mains. The project will begin in mid-September and is expected to take between 150 and 180 days. It will be done in phases to minimize the impact on traffic.

7. **OTHER BUSINESS**

- a. Approval of "Second Addendum to the Law Enforcement Service Agreement" between the Town of Palm Beach Shores and Sheriff Ric L. Bradshaw, PBSO *(Wendy Wells, Town Administrator)*

MOTION: Commissioner Brian Tyler moved to approved Second Addendum as presented.

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

- b. Set tentative millage rate - operating. *(Wendy Wells, Town Administrator)*

MOTION: Commissioner Brian Tyler moved to set the tentative operating millage rate at 6.3500 mills

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

- c. Set tentative millage rate - debt *(Wendy Wells, Town Administrator)*

MOTION: Commissioner Brian Tyler moved to set the tentative debt millage rate at .4290 mills

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

- d. Date, time, and location of the first public budget hearing (**Wendy Wells, Town Administrator**)

MOTION: Commissioner Tracy Larcher moved that September 13, 2021, at 7:00 pm at Town Hall be set for the first public hearing.

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

- e. Special Event Permit No. 0-7-01: Ladies Auxiliary/Rotary to hold a luncheon on the 2nd Floor of the Community Center from 12:00 noon to 2:00 pm with 80 attendees.

(**Wendy Wells, Town Administrator**)

MOTION: Commissioner Brian Tyler moved to approve the special event permit as stated.

SECOND and VOTE: Vice Mayor Scott McCranel seconded the motion which passed unanimously by those voting. Note: Commissioner Janet Kortenhaus had to recuse herself from the approval process as she is co-sponsoring the event.

Note: Attorney Keith Davis stated that Commissioner Kortenhaus needed to complete a voting conflict form for the record.

8. ORDINANCES AND RESOLUTIONS

- a. Resolution R-9-21: Low Speed vehicles: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, ESTABLISHING TEMPORARY POLICIES AND RULES FOR LIMITED PARKING / STANDING OF LOW-SPEED VEHICLES AT THE INLET SERVICE PARKING AREA; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

MOTION: Commissioner Brian Tyler moved to approve Resolution R-9-21 as presented.

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

- b. (First Reading) Ordinance O-4-21 Elections: *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.* (**Keith Davis, Town Attorney**)

MOTION: Commissioner Janet Kortenhaus moved to approve the first reading of Ordinance O-4-21 with new language to reference the closing date for qualifying be noon on the 3rd Friday in November.

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

- c. (Second Reading) Ordinance O-1-21 Gate Height: *AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING APPENDIX A. ZONING. SECTION IX. HEIGHT LIMITATIONS FOR GATES AND GATE POSTS.* (**Keith Davis, Town Attorney**)

MOTION: Commissioner Tracy Larcher moved to approve the second reading of Ordinance O-1-21 at presented.

SECOND and VOTE: Vice Mayor Scott McCranel seconded the motion which passed unanimously.

d. (Second Reading) Ordinance O-3-21 Emergency Generators: *AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING APPENDIX A. ZONING. SECTION XII. GENERAL PROVISIONS. AT PF. 12.7. CENTRAL AIR CONDITIONG EQUIPMENT. TO CLARIFY THE PERMISSIBLE LOCATION OF SUCH EQUIPMENT AND AT PF. 12.8. EMERGENCY ELECTRICAL GENERATORS. TO CLARIFY THE LOCATION OF SUCH EQUIPMENT AND PROVIDE ADDITIONAL REGULATIONS TO MINIMIZE THE IMPACT OF THIS EQUIPMENT TO ADJACENT PROPERTIES.* (Keith Davis, Town Attorney)

MOTION: Commissioner Tracy Larcher moved to approve the second reading of Ordinance O-3-21 at presented.

SECOND and VOTE: Commissioner Brian seconded the motion which passed unanimously.

9. **PUBLIC COMMENTS:** There were no public Comments

10. **ADJOURNMENT**

Mayor Fiers adjourned the Meeting at 8:45 pm.

Approved this 23rd day of August 2021.

Attest:

Alan Fiers, Mayor

Evyonne Browning, Town Clerk

(Seal)



DATE SUBMITTED 7/22/2021

PERMIT NO. 2021 0-8-02

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 Ceremony Location: Palm Beach Shores

Sponsor: Kazzandra Feters Telephone: 208-899-7334

Property owner's consent and acknowledgement of responsibility:

Signature: _____

Date and Time: 09/15/2021 4:00pm Time it ends: 7:30pm

Number of participants: 15

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:

N/A

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

APPROVED:

Fire Department: _____ Sheriff's Office: _____

Number of off-duty officers required: _____

Date of Commission Review: 7/26/2021 Approved: 7/26/2021

DATE SUBMITTED 7/22/2021

PERMIT NO. 6-802B

Town of Palm Beach Shores

**APPLICATION FOR
BEACH EVENT PERMIT**

(Section 18-27 of Town Code)

Event Location: Palm Beach Shores

Name: Kazzandra Fetters Telephone: 208-899-7334

Address: 4760 S Abbot Way,
Meridian, Idaho 83642 Email: kzfetters6@gmail.com

Requested Date: 9/15/2021 Hours (include setup/breakdown): 4:00pm to 7:30pm

Number of expected attendees: 15

Proof of insurance attached? Yes X No (explain) _____

Please indicate required parking, traffic, fire-rescue, utilities impact, clean-up and mitigation plan: (Attach additional sheets as needed)

N/A

Deposit. A non-refundable deposit of \$250.00 is required to hold the space/date/time for all special events on the beach.

Fees. The following fees will be charged per event: Set fee of \$500.00 including the deposit plus a refundable \$100 Beach Cleaning Fee.

Penalty. A penalty in the amount of \$500.00 will be imposed for any use of beach property owned by the Town for beach events without a special event permit.

Application Deadline. Written application with fee and all required documentation must be received by the Town Clerk's office **no less than 30 days prior to the Town Commission meeting** immediately preceding the date proposed for the special event. Application deadline can be waived for Resident Memorials with Town Hall Approval. Memorials are subject to the refundable cleaning fee of \$100.



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

\$650.00⁰⁰

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.

KF

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.

KF

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.

KF

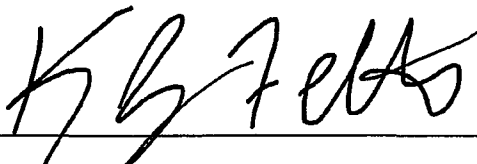
All renters are required to use the community center floor layouts that have been pre-approved by the Fire Marshall. If the renter wishes to alter the pre-approved floor plan, they must provide a diagram and seek approval by the Fire Marshall at their own expense.

KF

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.

KF

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

7/22/2021

Date

Signature of Community Center Coordinator

Date

Town of Palm Beach Shores

247 Edwards Lane
Palm Beach Shores FL 33404

Kazzandra Fetters
2751 E. Andesite CT. Nampa ID 83686
Wedding Ceremony Date 9/15/2021 4:00 p.m.-7:30 p.m.
Beach Wedding

Town of Palm Beach Shores

Receipt #: 15831	Date: 8/10/2021	From: Kazzandra Fetters	Register: Sandi	Operator ID: asystadmin
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Miscellaneous Receipt	Comm Cntr Cleaning Fee Kazzandra Fetters	\$100.00
	Comm Cntr Cleaning Fee Balance:	
Miscellaneous Receipt	Comm Cntr Deposit - + K Kazzandra Fetters	\$250.00
	sit - + Kazzandra Fetters 9/15/2021 Balance:	
Miscellaneous Receipt	Comm Cntr Rental - + Ka Kazzandra Fetters	\$250.00
	tal - + Kazzandra Fetters 9/15/2021 Balance:	
Miscellaneous Receipt	Special Permits Kazzandra Fetters	\$50.00
	Special Permits Balance:	
	Total Receipts	\$650.00
	Check - 90	\$650.00
	Change Due:	\$0.00

Thank you.

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

	CASH & INVESTMENTS		REVENUE			
			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%
7/31/2020	\$ 3,589,997		\$ 5,575,532	\$ 134,825	\$ 4,948,058	89%
8/31/2021						
9/30/2021						

	EXPENDITURES					
	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%
7/31/2020	\$ 5,575,352	\$ 358,997	\$ (68,387)	\$ 427,385	\$ 4,465,692	80%
8/31/2021						
9/30/2021						

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

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

Note: The Town received a bequest from the Randi Frick Estate for \$190,000 on 5/5/21. Another \$10,000 was received from the estate on 7/19/21. The funds are restricted by the donor to be used for the Community Center. The Town Commission further restricted the use of the funds by resolution to be only for capital purchases.

Town of Palm Beach Shores
Budget Summary Report
July 2021

Jul Benchmark 83.3%

	BUDGET	YTD	Favorable(Unfav)	%
REVENUE				
Revenue (without appr'd F/B)	\$ 5,217,658.00	\$ 5,393,670.69	\$ 176,012.69	103.4%
Appropriated Fund Balance	299,582.00	-	(299,582.00)	
TOTAL REVENUE	\$ 5,517,240.00	\$ 5,393,670.69	\$ (123,569.31)	97.8%

EXPENDITURES BY DEPARTMENT	% of total		% of total			
Administration	\$ 468,689.00	8%	\$ 390,501.55	9%	\$ 78,187.45	83.3%
Legal	135,800.00	2%	102,044.99	2%	33,755.01	75.1%
Public Works	335,288.00	6%	272,499.30	6%	62,788.70	81.3%
Police	1,681,907.00	30%	1,539,967.64	34%	141,939.36	91.6%
Fire	697,084.00	13%	543,642.94	12%	153,441.06	78.0%
Building	217,151.00	4%	226,527.39	5%	(9,376.39)	104.3%
Emergency Disaster	-	0%	7,357.53	0%	(7,357.53)	0.0%
Solid Waste	203,500.00	4%	158,918.74	3%	44,581.26	78.1%
Legislative	18,487.00	0%	6,353.17	0%	12,133.83	34.4%
Streets/Storm Sewers	24,125.00	0%	19,322.48	0%	4,802.52	80.1%
Parks	149,542.00	3%	109,168.93	2%	40,373.07	73.0%
Beach	101,221.00	2%	79,242.88	2%	21,978.12	78.3%
Lift Stations/Sewer Service	22,975.00	0%	26,984.71	1%	(4,009.71)	117.5%
Contingencies	41,681.00	1%	-	0%	41,681.00	0.0%
Debt Service	495,855.00	9%	495,854.58	11%	0.42	100.0%
Emergency Medical Services	341,603.00	6%	284,251.47	6%	57,351.53	83.2%
Community Center	39,440.00	1%	34,200.72	1%	5,239.28	86.7%
Risk Management	123,100.00	2%	123,829.00	3%	(729.00)	100.6%
Capital	419,792.00	8%	144,526.33	3%	275,265.67	34.4%
TOTAL EXPENDITURES	\$ 5,517,240.00		\$ 4,565,194.35		\$ 952,045.65	82.7%

CHANGE IN FUND BALANCE	-	828,476.34	828,476.34
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Explanation of Variances:

Police - PBSO is paid monthly in advance.

Building - October includes the demo of 124 Cascade (\$14k), fire inspections complete, debt service on vehicle now used by code enforcement.

Emergency Disaster - costs for the closed POD to administer the covid vaccine and for hurricane supplies.

Lift Stations/Sewer Service - Sewer line cleanouts (\$10k) on Claremont & Bravado.

Debt Service - paid in full.

Community Center - terminte tenting complete.

Risk Management - Main Town policy is paid in quarterly installment and paid in full.

Town of Palm Beach Shores
Disbursements - July 2021

Check #	Type	Date	Vendor Name	Amount
2966	C	7/8/2021	324 AC Enforcement, Inc.	\$ 129.00
2967	C	7/8/2021	114 Albatross Supply	\$ 198.80
2968	C	7/8/2021	614 Art By Nature Garden Center, Inc.	\$ 243.00
2969	C	7/8/2021	823 AT&T Mobility	\$ 69.98
2970	C	7/8/2021	861 BrightView Landscape Services, Inc.	\$ 7,065.16
2971	C	7/8/2021	107 Davis & Associates, P.A.	\$ 11,512.80
2972	C	7/8/2021	863 Diversified Building Department Management	\$ 5,660.00
2973	C	7/8/2021	604 Fisher Safety	\$ 119.67
2974	C	7/8/2021	80 FL Public Utilities	\$ 170.70
2975	C	7/8/2021	886 Henry Schein, Inc.	\$ 244.12
2976	C	7/8/2021	88 Hill Manufacturing Co. Inc.	\$ 1,614.77
2977	C	7/8/2021	89 Home Depot Credit Svcs	\$ 2,552.06
2978	C	7/8/2021	659 Image Janitorial Services, Inc.	\$ 2,810.00
2979	C	7/8/2021	682 Meyers Turf LLC	\$ 638.00
2980	C	7/8/2021	687 PC Controls, Inc.	\$ 2,358.48
2981	C	7/8/2021	633 Power Equipment Experts, Inc	\$ 64.60
2982	C	7/8/2021	33 Riviera Beach Water	\$ 2,869.97
2983	C	7/8/2021	821 Robert Villagomez	\$ 20.32
2984	C	7/8/2021	881 South Central Planning & Development Commission	\$ 1,833.33
2985	C	7/8/2021	937 Thomas Lewis Professional Painting, Inc.	\$ 12,300.00
2986	C	7/8/2021	100 Toshiba Business Solutions	\$ 428.19
2987	C	7/8/2021	592 Trevor Steedman	\$ 81.46
2988	C	7/8/2021	934 Triton Pools of South FL, LLC	\$ 75.00
2989	C	7/8/2021	134 Vadim Municipal Software, Inc.	\$ 270.00
2990	C	7/8/2021	101 Verizon Wireless	\$ 57.89
2991	C	7/8/2021	104 Waste Management	\$ 11,487.97
2992	C	7/15/2021	116 GateHouse West Palm Beach - Adv	\$ 381.84
2993	C	7/15/2021	858 Palm Beach County Sheriff's Office	\$ 137,364.83
2994	C	7/15/2021	103 Comp Benefits	\$ 111.67
2995	C	7/15/2021	640 Ward-Damon Attorney	\$ 609.50
2996	C	7/22/2021	556 Armchem International	\$ 904.44
2997	C	7/22/2021	737 AT&T	\$ 273.52
2998	C	7/22/2021	524 BAUSCH Enterprises Inc	\$ 1,139.00
2999	C	7/22/2021	673 Bishop's Water Company	\$ 2,403.50
3000	C	7/22/2021	47 Board of County Commissioners	\$ 5,107.89
3001	C	7/22/2021	859 Carpenter Electric, Inc.	\$ 125.00
3002	C	7/22/2021	32 City of Riviera Beach	\$ 2,981.40
3003	C	7/22/2021	491 Dilo Fire Sprinkler, Inc.	\$ 200.00
3004	C	7/22/2021	928 End of the Line, Inc.	\$ 106.25
3005	C	7/22/2021	71 FL Power & Light	\$ 2,886.61
3006	C	7/22/2021	116 GateHouse West Palm Beach - Adv	\$ 457.52
3007	C	7/22/2021	939 McKesson Medical-Surgical	\$ 49.86
3008	C	7/22/2021	226 Palm Beach Embroidery	\$ 98.00
3009	C	7/22/2021	911 AT&T	\$ 880.02
3010	C	7/22/2021	821 Robert Villagomez	\$ 45.43
3011	C	7/22/2021	115 Shoreline Pest Control	\$ 85.00
3012	C	7/22/2021	375 Simmons & White, Inc.	\$ 1,305.00
3013	C	7/22/2021	938 St. Mary's Medical Center	\$ 350.00

Town of Palm Beach Shores
Disbursements - July 2021

Check #	Type	Date	Vendor Name	Amount
3014	C	7/22/2021	643 Suntrust Bank	\$ 1,430.42
3015	C	7/22/2021	586 The Standard Insurance Company	\$ 287.52
3016	C	7/22/2021	104 Waste Management	\$ 2,985.11
3017	C	7/22/2021	131 WEX BANK	\$ 602.01
3018	C	7/22/2021	110 Xpert elevator Services, Inc.	\$ 697.83
3024	C	7/29/2021	240 Everglades Equipment Group	\$ 136.64
3025	C	7/29/2021	116 GateHouse West Palm Beach - Adv	\$ 1,445.76
3026	C	7/29/2021	90 Hulett Environmental Services	\$ 277.00
3027	C	7/29/2021	659 Image Janitorial Services, Inc.	\$ 175.00
3028	C	7/29/2021	679 Keehn Emergency Medical Services, Inc	\$ 1,500.00
3029	C	7/29/2021	917 Lancier Castro	\$ 20.85
3030	C	7/29/2021	16 Palmdale Oil Company, Inc.	\$ 430.99
3031	C	7/29/2021	25 Palm Beach Shores Volunteer Fire Dept.	\$ 21,622.05
3032	C	7/29/2021	831 Randy's Plumbing, LLC	\$ 2,839.00
3033	C	7/29/2021	913 Shenandoah General Construction LLC	\$ 23,347.14
3034	C	7/29/2021	100 Toshiba Business Solutions	\$ 197.41
3035	C	7/29/2021	592 Trevor Steedman	\$ 81.46
3036	C	7/29/2021	516 Schmidt Nichols	\$ 1,150.00
ADP, LLC	E	7/23/2021	697 ADP, LLC	\$ 234.10
ADP - Taxes	E	7/2/2021	697 ADP - Taxes	\$ 8,990.93
ADP - Taxes	E	7/16/2021	697 ADP - Taxes	\$ 9,768.09
ADP - Taxes	E	7/30/2021	697 ADP - Taxes	\$ 9,149.68
ADP - Wages	E	7/2/2021	697 ADP - Wages	\$ 27,194.84
ADP - Wages	E	7/16/2021	697 ADP - Wages	\$ 29,006.05
ADP - Wages	E	7/30/2021	697 ADP - Wages	\$ 27,356.71
Blue Cross Blue Shield of Florida, Inc.	E	7/21/2021	127 Blue Cross Blue Shield of Florida, Inc.	\$ 27,871.36
FRS	E	7/2/2021	172 FRS	\$ 11,857.64
				\$ 421,539.50

General Fund	\$ 420,235.16
Underground Utilities Fund	\$ 1,304.34
Total	\$ 421,539.50

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

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

	Electric <i>FPL</i>	Water <i>Riviera Beach</i>	Gas <i>FPU</i>	Total
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		1,499.74	21,416.14
Jul-21				-
Aug-21				-
Sep-21				-
YTD Total	158,603.95	70,483.88	19,787.62	248,875.45

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
Total current year receipts		\$ 68,313.72

Current Year Expenditures:

\$ -

Accumulated (unspent) Discretionary Sales Tax as of 6/30/21	\$ 359,800.19
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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	\$ 14,263	\$ 3,599	\$ (75,569)
8/31/2021				
9/30/2021				
	\$ 150,952	\$ 226,520	\$ (75,569)	

Other related revenues:

Bldg Permit State Surcharge	\$ 3,844
Fire Inspection Fees	\$ 1,741
Code Enf Admin Cost Reimb	\$ 7,890
Site Plan / Variance Fees	\$ 9,100
Land Development Costs	\$ 19,562
Town Code & Ordinance Fines	\$ 21,454

Net Building	\$ (11,978)
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Note: Costs include \$14,385 to demo home at 124 Cascade.

Town of Palm Beach Shores
Underground Utilities
as of 7/31/21

	COST	TOTAL	Remaining	PROJECTED	
	ESTIMATE	as of 7/31/21	Costs	Cost	Variance
Other Financing Sources:					
Loan Proceeds	\$ 6,000,000	\$ 6,000,000.00	\$ -	\$ 6,000,000.00	\$ -
Expenditures:					
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	\$ 84,539.51	\$ 5,460.49	\$ 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	\$ 185,000.00	\$ 552,600.00	\$ 737,600.00	\$ (287,600.00)
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
Total expenditures	\$ 6,000,000	\$ 5,389,731.25	\$ 664,775.98	\$ 6,054,507.23	\$ (54,507.23)
Net Change in Fund Balance	\$ -	\$ 610,268.75	\$ (664,775.98)	\$ (54,507.23)	\$ (54,507.23)

Projected costs to complete for AT&T have been updated following completion of Phase 1.
We expect to have similar remedial drilling on Phase 2 for AT&T (similar to Comcast) which are included.



Town of Palm Beach Shores
Commission Meeting
August 23, 2021

Financial Report - Updated FY2022 Budget

Following budget workshop #2, the following updates have been made to the revenue portion of the budget. No changes were made to expenditures.

- Communications tax estimate was received from the State. This increased revenue by \$4,427.
- The agreement for the American Rescue Plan Act funds was signed by the Mayor. The amount is \$100,000 more than the original estimate. \$50,000 will be received in the current year and \$50,000 in FY2022. This increase is reflected in three places:
 - \$50,000 increase to projected federal grants revenue for FY2021.
 - \$50,000 increase to federal grants revenue for FY2022 budget.
 - \$50,000 increase to saving these grant funds for our roads project.
- Updating the Appropriation of Fund Balance to \$57,627 to balance the budget. Please note as discussed at the workshop, this amount is below the amount budgeted for contingency and we expect not to actually draw down on the fund balance.

The Revenue section of the budget follows with the above changes highlighted. An updated Budget Summary is also included for your review.

**Town of Palm Beach Shores
Budget Worksheet**

	Description	Actual FY2018	Actual FY2019	Actual FY2020	Projected FY2021	Budget FY2021	Budget FY2022	Comments	Variance B2021 to B2022
	Operating Millage Rate	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills		
31110	Ad Valorem Taxes - Operating	\$ 3,604,307	\$ 3,864,405	\$ 3,850,732	\$ 4,000,997	\$ 3,956,800	\$ 3,989,000	Property values increased by 0.8%	\$ 32,200
31115	Discounts - Ad Valorem - Operating	\$ (133,456)	\$ (139,153)	\$ (141,003)	\$ (142,412)	\$ (146,400)	\$ (147,600)		\$ (1,200)
	net ad valorem taxes - operating	\$ 3,470,851	\$ 3,725,251	\$ 3,709,729	\$ 3,858,586	\$ 3,810,400	\$ 3,841,400		\$ 31,000
	Debt Millage Rate			0.4290 mills	0.4290 mills	0.4290 mills	0.4290 mills		
31111	Ad Valorem Taxes - Debt	\$ -	\$ -	\$ 260,153	\$ 270,304	\$ 267,300	\$ 269,500		\$ 2,200
31116	Discounts - Ad Valorem - Debt	\$ -	\$ -	\$ (9,526)	\$ (9,621)	\$ (9,900)	\$ (10,000)		\$ (100)
	net ad valorem taxes - debt	\$ -	\$ -	\$ 250,627	\$ 260,683	\$ 257,400	\$ 259,500	to repay portion of undergrounding debt	\$ 2,100
31120	Delinquent Taxes	\$ 5,943	\$ 45,482	\$ 544	\$ 499	\$ -	\$ -		\$ -
	TOTAL PROPERTY TAXES	\$ 3,476,794	\$ 3,770,734	\$ 3,960,900	\$ 4,119,768	\$ 4,067,800	\$ 4,100,900		\$ 33,100
31241	Local Option Gas Tax	\$ 41,065	\$ 41,753	\$ 37,312	\$ 37,110	\$ 36,497	\$ 39,147	State estimate 7/13/21-Must be used for Roads	\$ 2,650
31260	Discretionary Sales Tax PBC	\$ 85,429	\$ 88,179	\$ 83,873	\$ 91,493	\$ 74,912	\$ 91,742	State estimate 7/26/21-Must be used for Capital	\$ 16,830
	TOTAL LOCAL OPTION TAXES	\$ 126,494	\$ 129,932	\$ 121,185	\$ 128,603	\$ 111,409	\$ 130,889		\$ 19,480
31410	Utility Services Tax - Electricity	\$ 211,596	\$ 223,687	\$ 220,094	\$ 215,000	\$ 211,000	\$ 215,000	6% Tax effective 4/1/16; increased to 10% on 4/1/17	\$ 4,000
31430	Utility Services Tax - Water	\$ 98,927	\$ 103,604	\$ 102,994	\$ 105,426	\$ 103,000	\$ 105,000	6% Tax effective 4/1/16; increased to 10% on 4/1/17	\$ 2,000
31440	Utility Services Tax - Gas	\$ 26,172	\$ 23,275	\$ 21,273	\$ 28,576	\$ 26,000	\$ 28,000	6% Tax effective 4/1/16; increased to 10% on 4/1/17	\$ 2,000
	TOTAL UTILITY TAXES	\$ 336,694	\$ 350,566	\$ 344,361	\$ 349,002	\$ 340,000	\$ 348,000	to repay portion of undergrounding debt	\$ 8,000
31500	Communications Tax	\$ 77,267	\$ 74,231	\$ 74,808	\$ 67,888	\$ 67,646	\$ 72,073	State estimate 8/17/21	\$ 4,427
	TOTAL COMMUNICATIONS TAXES	\$ 77,267	\$ 74,231	\$ 74,808	\$ 67,888	\$ 67,646	\$ 72,073		\$ 4,427
31600	Business Tax Receipt	\$ 14,855	\$ 23,654	\$ 13,935	\$ 14,557	\$ 17,000	\$ 14,000		\$ (3,000)
32200	Building Permits	\$ 223,740	\$ 205,495	\$ 196,193	\$ 160,000	\$ 160,000	\$ 160,000	Must be used to administer Florida Building Code	\$ -
32210	Bldg. Permit State Surcharge	\$ 5,869	\$ 5,447	\$ 4,998	\$ 3,450	\$ 4,500	\$ 4,200		\$ (300)
	TOTAL LICENSES & PERMITS	\$ 244,464	\$ 234,595	\$ 215,126	\$ 178,007	\$ 181,500	\$ 178,200		\$ (3,300)
32310	Franchise Fees - Electric (FPL)	\$ 172,628	\$ 169,423	\$ 160,827	\$ 161,128	\$ 170,000	\$ 170,000		\$ -
32340	Franchise Fees - Gas (FPU)	\$ 7,351	\$ 4,382	\$ 6,469	\$ 5,600	\$ 6,500	\$ 5,600		\$ (900)
32370	Franchise Fees - Solid Waste (WM)	\$ 33,781	\$ 36,402	\$ 31,960	\$ 35,136	\$ 35,000	\$ 35,000		\$ -
	TOTAL FRANCHISE FEES	\$ 213,760	\$ 210,207	\$ 199,257	\$ 201,864	\$ 211,500	\$ 210,600		\$ (900)
32510	Sewer Improvement Assmt	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	Final payments were due 9/15/16	\$ -
	TOTAL SPECIAL ASSESSMENTS	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
32900	Business Tax Receipt Inspections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
32910	Fire Inspection Fees	\$ -	\$ -	\$ -	\$ 1,715	\$ -	\$ 5,000	Revenue should offset cost (#001-07-524-03130)	\$ 5,000
32920	Reinspection Fees	\$ 4,334	\$ 2,876	\$ 1,967	\$ 300	\$ 2,500	\$ 2,000		\$ (500)
32930	Special Permits	\$ 1,350	\$ 5,854	\$ 4,896	\$ 1,300	\$ 3,000	\$ 3,000	includes Sailfish Vendor Fee	\$ -
	TOTAL OTHER PERMIT FEES	\$ 5,684	\$ 8,730	\$ 6,863	\$ 3,315	\$ 5,500	\$ 10,000		\$ 4,500

**Town of Palm Beach Shores
Budget Worksheet**

	Description	Actual FY2018 6.3500 mills	Actual FY2019 6.3500 mills	Actual FY2020 6.3500 mills	Projected FY2021 6.3500 mills	Budget FY2021 6.3500 mills	Budget FY2022 6.3500 mills	Comments	Variance B2021 to B2022
	Operating Millage Rate	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills		
33100	Federal Grant	\$ -	FEMA Irma \$ 245,096	FEMA Donnan \$ 33,925	COVID-19 \$ 368,575	\$ -	\$ 316,000	American Rescue Plan - total \$632,000	\$ 316,000
33400	State Grants	\$ -	\$ 31,518	\$ 4,558	\$ -	\$ -	\$ -		\$ -
	TOTAL GRANTS	\$ -	\$ 276,613	\$ 38,483	\$ 368,575	\$ -	\$ 316,000		\$ 316,000
33512	State Revenue Sharing	\$ 30,758	\$ 31,993	\$ 29,897	\$ 28,522	\$ 27,378	\$ 33,536	State estimate 7/12/21	\$ 6,158
33514	Mobile Home License Tax	\$ 131	\$ 112	\$ 128	\$ 180	\$ 150	\$ 150		\$ -
33515	Beverage License	\$ 3,328	\$ 3,328	\$ 2,692	\$ 1,958	\$ 3,328	\$ 1,950		\$ (1,378)
33518	1/2 Cent Sales Tax	\$ 94,111	\$ 97,376	\$ 91,205	\$ 101,430	\$ 81,972	\$ 101,176	State estimate 7/13/21	\$ 19,204
	TOTAL SHARED REVENUE - STATE	\$ 128,328	\$ 132,810	\$ 123,922	\$ 132,090	\$ 112,828	\$ 136,812		\$ 23,984
33720	Public Safety Grant - PBC - 911	\$ 3,748	\$ 504	\$ -	\$ -	\$ -	\$ -	Dispatch Equipment	\$ -
	TOTAL GRANTS - LOCAL	\$ 3,748	\$ 504	\$ -	\$ -	\$ -	\$ -		\$ -
33820	County Business Tax Receipts PBC	\$ 7,139	\$ 7,371	\$ 7,800	\$ 6,000	\$ 6,000	\$ 6,000		\$ -
33830	Recycling Revenue Sharing (SWA)	\$ 746	\$ 259	\$ 59	\$ -	\$ 400	\$ -		\$ (400)
	TOTAL SHARED REVENUE - LOCAL	\$ 7,885	\$ 7,630	\$ 7,859	\$ 6,000	\$ 6,400	\$ 6,000		\$ (400)
34131	Maps and Zoning	\$ 245	\$ 150	\$ 400	\$ 750	\$ 200	\$ 250		\$ 50
34132	Lien Search	\$ 1,075	\$ 1,160	\$ 896	\$ 1,185	\$ 800	\$ 1,000		\$ 200
34210	Police Special Duty	\$ 3,858	\$ 3,555	\$ -	\$ -	\$ -	\$ -	Sunset at Sailfish detail mainly, gone with PBSO	\$ -
34291	Police Reports	\$ 114	\$ 388	\$ 10	\$ -	\$ -	\$ -		\$ -
34350	Sewer Maintenance Fees	\$ 55,005	\$ 54,415	\$ 55,523	\$ 54,276	\$ 55,000	\$ 54,276	To maintain sewer lines & lift stations	\$ (724)
34450	Beach Parking Permits	\$ 11,109	\$ 12,815	\$ 13,151	\$ 11,000	\$ 11,000	\$ 16,000	incr non-resident to \$350	\$ 5,000
34751	Meeting Room Fee	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	No longer renting the meeting room	\$ -
34752	Community Center Fee	\$ 20,750	\$ 23,850	\$ 10,600	\$ 2,800	\$ -	\$ 26,000	FY20 & FY21 due to covid-19, conservative estimate	\$ 26,000
34753	Damage/Add'l Cleaning fee CC	\$ 3,773	\$ 4,581	\$ 2,855	\$ 1,027	\$ -	\$ 4,000	Cleaning fee offsets cleaning service	\$ 4,000
34910	Code Enf Admin Costs Reimb	\$ 3,438	\$ 916	\$ -	\$ 7,890	\$ -	\$ -		\$ -
34920	Site Plan Fees/Variance	\$ 5,081	\$ 3,530	\$ 6,117	\$ 10,866	\$ 2,000	\$ 10,000		\$ 8,000
34930	Land Development Costs	\$ 4,675	\$ 7,157	\$ 200	\$ 13,612	\$ 2,000	\$ 15,000		\$ 13,000
34940	Credit Card Convenience Fee 2.5%	\$ 2,562	\$ 1,661	\$ 1,114	\$ 1,250	\$ 2,500	\$ 2,500	Started accepting credit cards end of Dec 2017	\$ -
	TOTAL CHARGES FOR SERVICES	\$ 111,784	\$ 114,178	\$ 90,867	\$ 104,656	\$ 73,500	\$ 129,026		\$ 55,526
35110	County Court Fines	\$ 698	\$ 493	\$ 772	\$ 1,706	\$ 500	\$ 2,000		\$ 1,500
35130	\$2 Court Costs-Police Ed	\$ 103	\$ 90	\$ 44	\$ -	\$ 75	\$ -		\$ (75)
35400	Town Parking Fines	\$ 6,820	\$ 5,708	\$ 2,750	\$ 1,200	\$ 6,000	\$ 2,000	based on actual	\$ (4,000)
35410	Code & Ordinance Fines	\$ 5,400	\$ -	\$ -	\$ 21,455	\$ -	\$ -		\$ -
35420	False Alarm Fines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	TOTAL FINES	\$ 13,021	\$ 6,292	\$ 3,566	\$ 24,361	\$ 6,575	\$ 4,000		\$ (2,575)
35820	Confiscated Property Sale	\$ 23,818	\$ 298	\$ 122	\$ -	\$ -	\$ -		\$ -
	TOTAL SALE OF CONF PROPERTY	\$ 23,818	\$ 298	\$ 122	\$ -	\$ -	\$ -		\$ -

**Town of Palm Beach Shores
Budget Worksheet**

	Description	Actual FY2018 6.3500 mills	Actual FY2019 6.3500 mills	Actual FY2020 6.3500 mills	Projected FY2021 6.3500 mills	Budget FY2021 6.3500 mills	Budget FY2022 6.3500 mills	Comments	Variance B2021 to B2022
	Operating Millage Rate	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills		
36110	Interest - General	\$ 23,516	\$ 63,420	\$ 35,430	\$ 6,600	\$ 20,000	\$ 6,600	lower interest rates	\$ (13,400)
36120	Interest - Ad Valorem	\$ 3,355	\$ 9,605	\$ 3,878	\$ 2,295	\$ 3,000	\$ 2,000		\$ (1,000)
	TOTAL INTEREST	\$ 26,870	\$ 73,025	\$ 39,307	\$ 8,895	\$ 23,000	\$ 8,600		\$ (14,400)
36410	Sale of Surplus Equipment	\$ 2,966	\$ 410	\$ 1,478	\$ 11,032	\$ -	\$ -		\$ -
	TOTAL SALE OF SURPLUS	\$ 2,966	\$ 410	\$ 1,478	\$ 11,032	\$ -	\$ -		\$ -
36600	Donations	\$ 266,574	\$ 38,682	\$ 18,580	\$ 736	\$ -	\$ -	FY17 Fanning bequest \$262,500	\$ -
36610	Donations - Community Center	\$ -	\$ -	\$ -	\$ 190,000	\$ -	\$ -	FY21 Frick bequest \$190k	\$ -
36620	Donations - Youth Programs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
36630	Donations - St. Patrick's Day Parade	\$ -	\$ 8,907	\$ 2,970	\$ -	\$ -	\$ -		\$ -
36340	Donations - Fire Truck	\$ -	\$ 792	\$ 315	\$ 1,020	\$ -	\$ -		\$ -
	TOTAL DONATIONS	\$ 266,574	\$ 48,381	\$ 21,865	\$ 191,756	\$ -	\$ -		\$ -
36990	Miscellaneous Income	\$ 41,313	\$ 33,710	\$ 12,473	\$ 1,053	\$ 10,000	\$ 10,000		\$ -
36991	Insurance Reimbursement	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -		\$ -
36992	Penalties/Sewer Assmt payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	TOTAL MISCELLANEOUS	\$ 41,313	\$ 33,710	\$ 12,473	\$ 11,053	\$ 10,000	\$ 10,000		\$ -
38100	Appropriation of Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ (68,175)	\$ 57,627		\$ 125,802
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ 6,077	\$ 6,077	use St Pat's Donations for 2022 parade	\$ -
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ 165,000	\$ -	Use Hurricane \$ for capital	\$ (165,000)
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ 81,000	\$ -	Unused funds carried forward from FY2020 capital	\$ (81,000)
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000	Use PBC Sales Tax \$ for roads surveys	\$ -
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,000	Use Frick Bequest for CC improvements	\$ 48,000
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,699	Use sewer svc assigned f/b	\$ 48,699
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ (9,400)	\$ (11,500)	Save additional debt ad valorem for debt service	\$ (2,100)
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (316,000)	American Rescue Plan - saving for roads	\$ (316,000)
38110	Appropriation of F/B - restricted/assigned	\$ -	\$ -	\$ -	\$ -	\$ (74,912)	\$ (91,742)	Save PBC Sales Tax \$ for roads	\$ (16,830)
	TOTAL APPROPRIATIONS FROM FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 159,590	\$ (198,839)		\$ (358,429)
38300	Capital Lease Proceeds	\$ -	\$ 192,882	\$ -	\$ -	\$ -	\$ -	PW truck, Police vehicles & cameras	\$ -
	TOTAL PROCEEDS FROM DEBT	\$ -	\$ 192,882	\$ -	\$ -	\$ -	\$ -		\$ -
	Total Revenues	\$ 5,109,963	\$ 5,665,728	\$ 5,262,440	\$ 5,906,865	\$ 5,377,248	\$ 5,462,261		\$ 85,013
	Revenue without use of fund balance or	\$ 5,109,963	\$ 5,472,846	\$ 5,262,440	\$ 5,906,865	\$ 5,217,658	\$ 5,661,100	8%	\$ 443,442
	Other Revenue (non-Ad Valorem Taxes)	\$ 1,506,676	\$ 1,572,180	\$ 1,180,355	\$ 1,658,494	\$ 1,038,449	\$ 1,429,311	38%	\$ 390,862

**TOWN OF PALM BEACH SHORES
BUDGET SUMMARY**

	Actual FY2020	Projected FY2021	Original Budget FY2021	Proposed Budget FY2022	Increase (Decrease)	
Operating Millage Rate	6.3500 mills	6.3500 mills	6.3500 mills	6.3500 mills		
Debt Millage Rate	0.4290 mills	0.4290 mills	0.4290 mills	0.4290 mills		
TAXES:						
Ad Valorem Taxes Operating	\$ 3,710,273	\$ 3,859,085	\$ 3,810,400	\$ 3,841,400	31,000	1% Property values up 0.8%; same millage rate
Ad Valorem Taxes Debt	\$ 250,627	\$ 260,683	\$ 257,400	\$ 259,500	2,100	1%
Local Option Gas Tax	37,312	37,110	36,497	39,147	2,650	7% higher gas prices
Discretionary Sales Tax PBC	83,873	91,493	74,912	91,742	16,830	22% PBC sales tax for roads
Franchise Fees	199,257	201,864	211,500	210,600	(900)	0%
Utility Taxes	344,361	349,002	340,000	348,000	8,000	2% 6% effective 4/1/16; 10% effective 4/1/17
Communications Tax	74,808	67,888	67,646	72,073	4,427	7%
Licenses and Permits	221,989	181,322	187,000	188,200	1,200	1%
Intergovernmental Revenue	170,264	506,665	119,228	458,812	339,584	285% American Rescue Plan \$316K
Charges for Services	90,867	104,656	73,500	129,026	55,526	76% No community center use FY2021 - covid-19
Fines and Forfeitures	3,687	24,361	6,575	4,000	(2,575)	-39% parking fines; projected included code fine
Interest Earned	39,307	8,895	23,000	8,600	(14,400)	-63% lower interest rates
Special assessments	-	-	-	-	-	
Miscellaneous Revenue	35,815	213,841	10,000	10,000	-	0% Bequest \$190k
Other Financing Sources	-	-	-	-	-	
TOTAL REVENUE	5,262,440	5,906,865	5,217,658	5,661,100	443,442	8%
Fund Balances/Reserves	-	-	159,590	(198,839)	(358,429)	-225%
TOTAL REVENUES & F/B	\$ 5,262,440	\$ 5,906,865	\$ 5,377,248	\$ 5,462,261	\$ 85,013	1.6%
EXPENDITURES:						
Finance and Administration	\$ 445,641	\$ 462,530	\$ 468,689	\$ 484,562	\$ 15,873	3% Personnel; printed code book
Legal Counsel	137,930	135,800	116,000	121,000	5,000	4% based on actual
Public Works	336,456	318,428	335,288	336,162	874	0%
Police	1,715,874	1,681,946	1,681,907	1,680,027	(1,880)	0% no increase for PBSO
Dispatch	45,476	-	-	-	-	0%
Fire	649,726	687,679	697,084	686,932	(10,152)	-1%
Emergency Medical Service	331,653	341,503	341,603	351,851	10,248	3% contract Riviera Beach
Emergency Disaster	-	1,718	-	-	-	0%
Building/Code Enforcement	237,055	272,305	217,151	237,862	20,711	10% consultant fees related to development
Legislative	20,664	9,935	18,487	18,562	75	0%
Solid Waste	197,034	203,500	203,500	209,250	5,750	3% contract Waste Mgmt
Road & Streets	34,648	24,125	24,125	25,125	1,000	4%
Parks	127,376	149,542	135,923	208,024	72,101	53% Tree Trimming contract
Beach	96,490	100,222	101,221	100,194	(1,027)	-1%
Community Center	52,926	39,440	29,540	49,750	20,210	68% FY2021 low due to covid-19
Sewer Service	26,773	26,217	22,975	42,975	20,000	87% Added clean out sewer lines due to age
Risk Management	139,161	123,829	123,100	106,231	(16,869)	-14% Reduction due to less claims
Capital	233,251	285,550	279,800	222,900	(56,900)	-20% does NOT include fire truck
Debt Service	355,327	495,855	495,855	495,855	(0)	0% Undergrounding Debt; final pmt 10/1/35
Contingencies	-	41,681	85,000	85,000	-	0%
TOTAL EXPENDITURES	\$ 5,183,461	\$ 5,401,905	\$ 5,377,248	\$ 5,462,261	\$ 85,013	1.6%
Transfer to other funds	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 5,183,461	\$ 5,401,905	\$ 5,377,248	\$ 5,462,261	\$ 85,013	
Net Increase	\$78,979	\$504,960	(\$0)	(\$0)		
American Rescue Plan		\$ 316,000				
Frick Bequest - for CC		\$ 190,000				
Net Loss		(\$1,040)				

PALM BEACH COUNTY SHERIFF'S OFFICE

RIC L. BRADSHAW, SHERIFF



August Town commission meeting

Attached is our Monthly reports involving statistics and events from our analysts since our last meeting.

Arrests/Detentions

2 arrest were made in this time frame; One for the murder at Tacoma Lane, this occurred between 2 roommates during an argument in a small apartment.

The other was an unlocked car which was burglarized, deputies on duty that day followed up and affected an arrest.

Incidents

4th of July went well, one extra deputy was brought in and was needed due to increased traffic congestion.

During this time frame, deputies responded to the following calls for service above and beyond the usual; One murder, one structure fire, one suicide by firearm and 3 mental health issues in which the baker act was utilized.

Staffing:

One deputy remains on alternate duty due to an injury sustained on Bravado Lane.

Two deputies had tested positive for COVID19 and remained home for the quarantine and recovery period.

Upcoming

The 2 Ford police equipped 4X4 pickup trucks have been delayed from ford until October 29th, During the recent two potential storms a 4X4 was loaned to us from District 3 in the event they may have been needed.

As usual please let me know of any questions or concerns you may have.

Sergeant Steven Langevin.



District 20 Town of Palm Beach Shores

July - 2021 - Monthly Strategic Report

CAD Calls	Monthly Totals
Business / Residence Checks (Self-Initiated)	4187
Traffic Stops (Self-Initiated)	23
Calls for Service (Excluding 1050's & 1061's)	142
All CAD Calls - Total	4352

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 4352 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
12	14	3

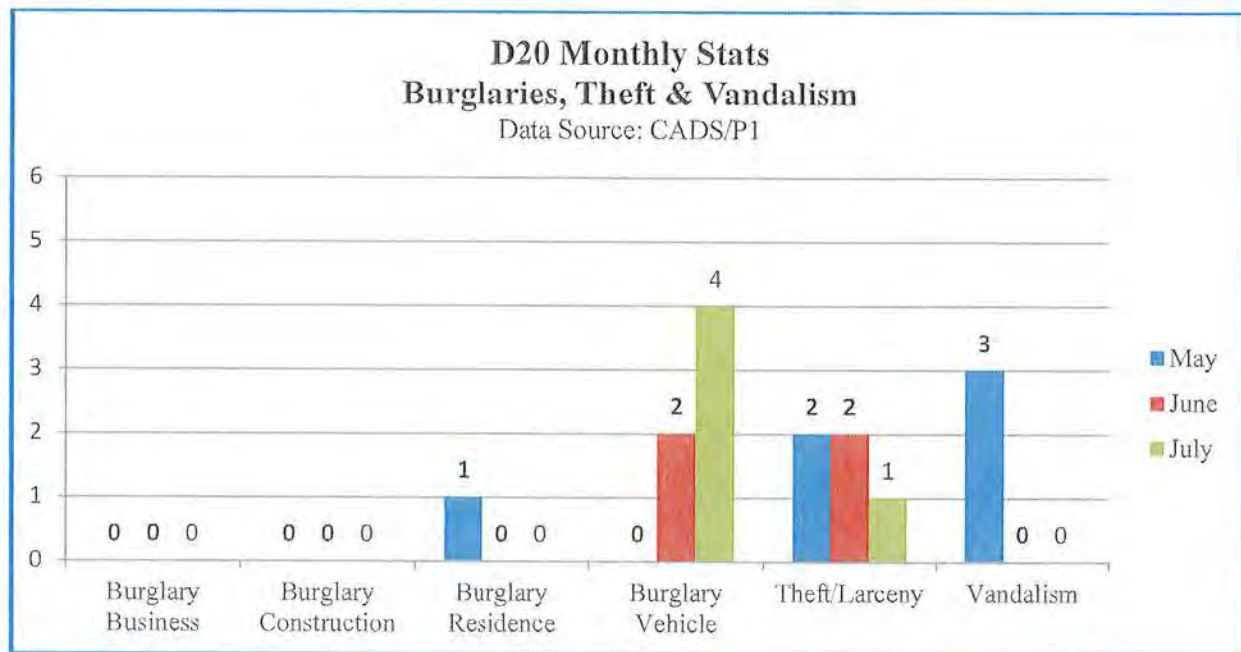
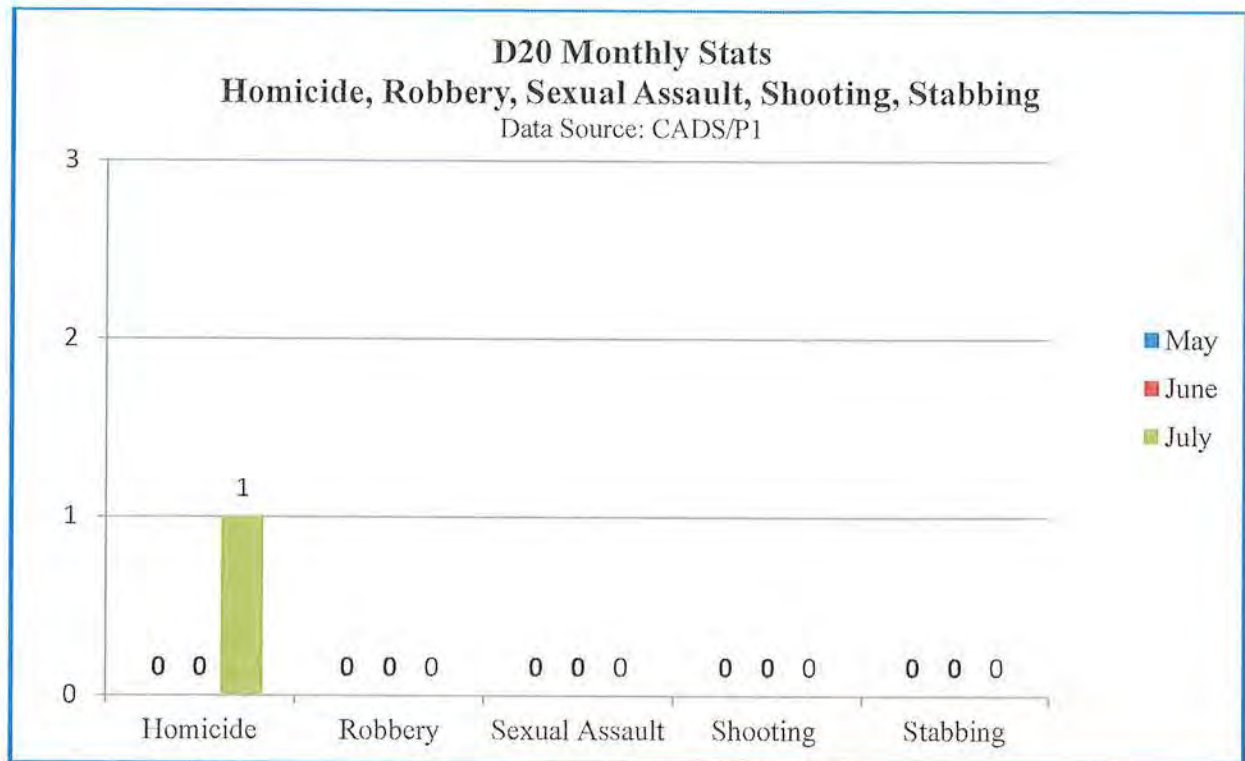
Arrest and NTA Statistics

Arrest Data
Arrests & Notice to Appear (NTA) within District 20
Total Count - 0

Data Source: CADS/Premier 1

DATA ANALYSIS

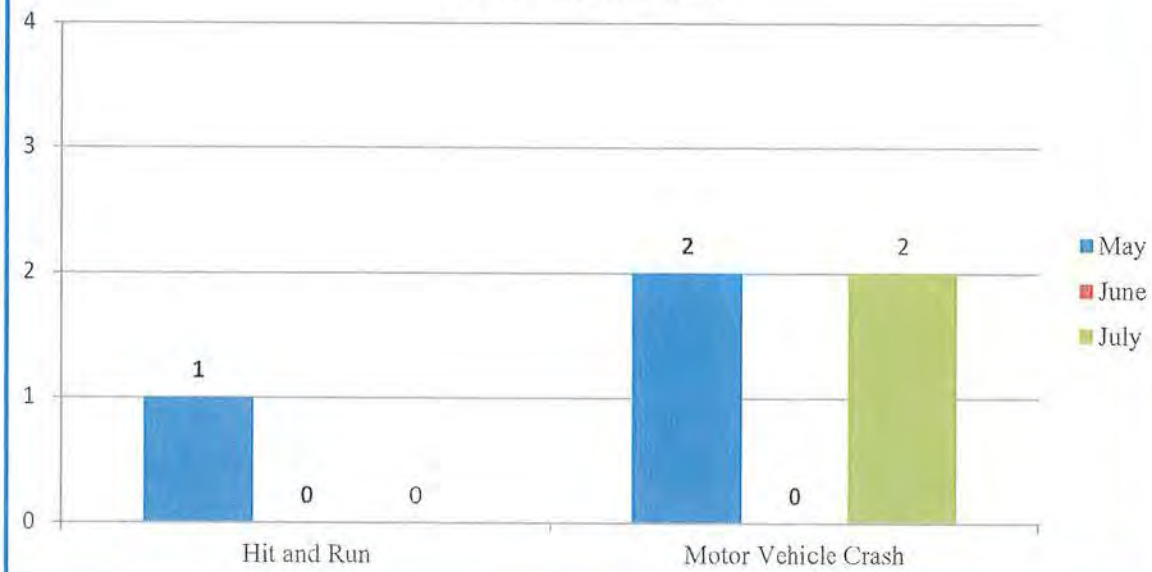
The data included in this report is charted and graphed to illustrate and compare changes over a specific time period. These charts and graphs are utilized to assist in determining crime trends and to measure enforcement efforts. This data is utilized in conjunction with other analysis to develop directed 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.



D20 Monthly Stats
Stolen Vehicles & Stolen Vehicle Recoveries
 Data Source: CADS/P1



D20 Monthly Stats
Hit and Run & Motor Vehicle Crash
 Data Source: CADS/P1



District 20 Map of Activity

Data: Source: CrimeView Dashboard



FIR MAP

3 Records Plotted in CrimeView Dashboard.



(3) Conducted per the FIR Track system.

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



Palm Beach County Sheriff's Office

Incident Search

Incident	Type	Incident Type Description	Date	Beat	Location	Source	Unit	Officer	Priority	Report
202100708597	1050	1050 - Vehicle Stop	07/22/2021 13:47:50	20-11	100 Ocean Ave	Self Initiate	TRF30	8777	2	
202100697152	1050	1050 - Vehicle Stop	07/19/2021 12:25:15	20-11	Approx Loc:104 Lake Dr	Mdt	MTR11	9458	2	
202100697085	1050	1050 - Vehicle Stop	07/19/2021 12:00:37	20-11	Approx Loc:110 Lake Dr	Mdt	MTR11	9458	2	
202100697023	1050	1050 - Vehicle Stop	07/19/2021 11:39:17	20-11	Approx Loc:74 Lake Dr	Mdt	MTR11	9458	2	
202100694781	1061	1061 - Business / Residence Check	07/18/2021 19:52:28	20-11	Approx Loc:125 Ocean Ave	Mdt	20B11	3931	5	
202100674545	1050	1050 - Vehicle Stop	07/12/2021 14:34:51	20-11	Community Center (90 Edwards Ln)	Self Initiate	20A12	8933	2	
202100671035	1050	1050 - Vehicle Stop	07/11/2021 11:43:49	20-11	208 Bamboo Rd	Self Initiate	20A12	9576	2	
202100636438	1050	1050 - Vehicle Stop	07/01/2021 14:32:29	20-11	Approx Loc:396 Sandal Ln	Mdt	MTR11	9458	2	
202100636386	1050	1050 - Vehicle Stop	07/01/2021 14:15:31	20-11	Approx Loc:386 Bamboo Rd	Mdt	MTR11	9458	2	
202100636333	1050	1050 - Vehicle Stop	07/01/2021 13:56:42	20-11	Approx Loc:170 Lake Dr	Mdt	MTR11	9458	2	
202100636298	1050	1050 - Vehicle Stop	07/01/2021 13:45:41	20-11	Approx Loc:152 Lake Dr	Mdt	MTR11	9458	2	
202100636260	1050	1050 - Vehicle Stop	07/01/2021 13:33:03	20-11	Approx Loc:172 Lake Dr	Mdt	MTR11	9458	2	

12 Record(s)



Palm Beach County Sheriff's Office

Incident Search

Incident	Type	Incident Type Description	Date	Beat	Location	Source	Unit	Officer	Priority	Report
202100725206	1050	1050 - Vehicle Stop	07/27/2021 14:18:01	20-11	Lake Dr / Bravado Ln	Self Initiate	20A12	8845	2	
202100708255	1050	1050 - Vehicle Stop	07/22/2021 12:00:40	20-11	Sailfish Marina - Restaurant (98 Lake Dr)	Self Initiate	20A11	8845	2	
202100707878	1050	1050 - Vehicle Stop	07/22/2021 10:26:37	20-11	Sandal Ln / Atlantic Ave	Self Initiate	20A11	8845	2	
202100705154	1050	1050 - Vehicle Stop	07/21/2021 16:11:44	20-11	Sandal Ln / Atlantic Ave	Self Initiate	20A11	8845	2	
202100704127	1050	1050 - Vehicle Stop	07/21/2021 11:22:36	20-11	Sailfish Marina - Restaurant (98 Lake Dr)	Self Initiate	20A11	8845	2	
202100704008	1050	1050 - Vehicle Stop	07/21/2021 10:59:22	20-11	Lake Dr / Bravado Ln	Self Initiate	20A11	8845	2	
202100697198	1050	1050 - Vehicle Stop	07/19/2021 12:40:36	20-11	Approx Loc:128 Lake Dr	Mdt	MTR11	9458	2	
202100697054	1050	1050 - Vehicle Stop	07/19/2021 11:51:57	20-11	Approx Loc:98 Lake Dr	Mdt	MTR11	9458	2	
202100650832	1050	1050 - Vehicle Stop	07/05/2021 17:10:42	20-11	Inlet Way / Ocean Ave	Self Initiate	20A21	9576	2	

9 Record(s)



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
24 June 2021 - 22 July 2021

TO: Mayor Alan Fiers
Town Commissioners
FROM: Trevor L. Steedman, Fire Chief
DATE: 22 July 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.
 - Conducted with Sailfish Marina & Resort Staff last week.
- *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.



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
24 June 2021 - 22 July 2021

- *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. Conducted with Sailfish Marina & Resort Staff last week.
- *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 41 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

FLEET DEPLOYMENT & MAINTENANCE

- All apparatus is in service at time of this report.

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).



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES

24 June 2021 - 22 July 2021

- 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 II (Partial Activation). County Emergency Management will initiate communication with Local / Municipal Emergency Management representatives if conditions change. Palm Beach Shores Office of Emergency Management will continue 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.



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES

24 June 2021 - 22 July 2021

- **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.



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
24 June 2021 - 22 July 2021

Calls for Service Activity

FIRE / EMS	TOTAL CALLS FOR SERVICE	43 (Fire: 11) (Medical: 33)
	LAST REPORTING PERIOD	33 (Fire: 10) (Medical: 23)
	PERCENTAGE OF INCREASE / DECREASE	(Total: + 30 %) (Fire: + 10 %) (Medical: +43.0 %)

OCEAN RESCUE (June) TBD	Rescue Report	Rescues: Assists: Vessel Assists:
	Prevention & Education	Contacts:
	First Aid Provided	Occurrences (Minor):

Training & Continuing Education Summary

TRAINING & DRILLS	DATE	TIME	LOCATION	TYPE			NATURE	STAFFING	NOTES
				FIRE	RESCUE	EMS			
	29 June 2021	1830	90 Edwards	X	X	X	Crew Competitions	22	Hands-On
	20 July 2021	1830	90 Edwards	X	X	X	360° Leadership.	15	Hands-On
Formal Training Drills – 02 Personnel Participation – 37 Personnel Training Hours – 111									



Public Works Department

Item #: 5 b 3.

Monthly Status Report

August 2021

Community Center:

The exterior painting of the building start date was on July 13, 2021, with a projection date for completion August 27, 2021, weather permitting.

1. The quotes to replace the AC Air handler on the second floor in the Mechanical Room have been submitted and reviewed. The contract was awarded to CMI Airconditioning. The process to convert one single 20-ton air handler into two individuals 10-ton units was not successful due to the AC Condenser Unit outside being a single unit instead of two separate units. The projected start date is September 1, 2021.
3. The projects listed is funded through the approved 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. 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.
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. 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. The projects listed is funded through the approved capital budget.

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

1. Scheduling to receive quotes to reline the sewer pipes in Town Hall. Waiting on Contractors Proposals. Still in progress due to more research required.
2. The Fire Departments Annex Roof was completed on August 3, 2021.
3. The projects listed is funded through the approved 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: **In progress / Contractor.**
4. LED Conversion of all lighting fixtures Community Center: **Completed / Public Works performed the work.**
5. AC Air Handler replacement 2nd floor Community Center: **In progress / Contractor**
6. New Storm grates and concrete aprons Streets: **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: **Waiting for estimates / 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.
2. OSHA'S Model Training Program for multiple certifications & continuing education credits.
3. Safety Meeting scheduled for Tuesday, September 15, 2021, Public Works Safety Officer.
4. Irrigation maintenance and repairs training by BrightView landscaping.

Updates:

1. COMCAST Project.
2. AT&T Project.
3. Community Center Painting Project.

TOWN CLERK REPORT
August 2021 Status Update

TASKS	STATUS
Upcoming Meetings	<ul style="list-style-type: none"> ➤ Sept 1, 2021, 2:00 pm: DRC ➤ August 25, 2021, Planning & Zoning Meeting, 6:30 pm
Building Department Updates	<p>July 2021:</p> <ul style="list-style-type: none"> • Total Permits issued: 30 • Total Permit Fees Paid: \$36,130.95 • Total Construction Value: \$525,800.00 • Total Permits issued in 2021 to date: 321 • Total Permit Fees in 2021 to date: \$266,769.58 • Total Construction Value in 2021 to date: \$8,717,030.39 <p>REGULAR BUSINESS: 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. BUILDING PERMITS 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>
Code Compliance	<p>New/ongoing open Code Violations July 25, 2021, to August 17, 2021 (5 total)</p> <ul style="list-style-type: none"> • 4 Landscaping Maintenance/ Obstructed views (Code Sec. 78-79) • 1 Property Maintenance (Code Sec. 18-329)
TOWN HALL	<ul style="list-style-type: none"> • Due to the increase in COVID-19 cases within the County, Town Hall is still open; However, we must limit customers to 1 at a time. YOU MUST ALSO WEAR A MASK INSIDE THE LOBBY! Thank you for helping all of us stay safe and healthy. • Public Participation in all Town Meetings is being limited to Mayor, Commission, DRC and Planning and Zoning Board members and staff. Participants who are required for these meetings have the option to attend in person (masks and social distancing requirements will remain in place) or they can attend virtually. All meetings will continue to be offered virtually via WebEx. • Thank you for your patience and support!
NOTARY SERVICE	<p>We will continue to offer notary services at Town Hall, but you must be a Town Resident AND YOU MUST WEAR A MASK! Only 1 person in Town Hall lobby at a time.</p> <p>We do not provide notary services for documents requiring witnesses, such as wills, etc. The Town Hall staff cannot serve as witnesses for anyone!</p>

PROCLAMATION

CONSTITUTION WEEK

2021

WHEREAS: September 17, 2021, marks the two hundred and thirty-fourth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Alan D. Fiers, by virtue of the authority vested in me as Mayor of the Town of Palm Beach Shores, do hereby proclaim the week of September 17 through 23, 2021 as

CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Palm Beach Shores to be affixed this 23rd day of August of the year of our Lord two thousand twenty-one.

Alan Fiers, Mayor

ATTEST:

Evyonne Browning, Town Clerk



Town of Palm Beach Shores
247 Edwards Lane
Palm Beach Shores, FL 33404
Attn: Evyonne Browning

October 9, 2020

Dear valued municipal partner,

As you are aware, during last legislative session, the Governor signed CS/House Bill 73, Environmental Regulation, adding a new subsection 22 to 403.706, F.S. that impacts each of us regarding residential recycling collection and processing. Specifically, the addition of new subsection 403.706 (22)(a) establishes a requirement that certain language be included in all new or renewed collection contracts between municipalities or counties and private waste haulers with the intended goal of reducing contamination in recycling. Attached, for your reference, please find a copy of CS/HB 73 Section 1 (Bill), (ATTACHMENT A) detailing the specific requirements.

The Solid Waste Authority of Palm Beach County (Authority) is the entity responsible for providing the county-wide recycling program, achieving the state-mandated recycling goals, and operating the Recovered Materials Processing Facility. As such, the Authority believes that, to help ensure a consistent county-wide program, it is in our collective best interest to provide our municipal partners with a common framework to be utilized in developing future procurement and/or contract renewal documents for private waste hauling services that comply with the new legislative requirements.

To that end we have revised our existing Interlocal Agreement (ILA) relative to the new requirements and we believe that the revised ILA contains the language that meets all of the requirements of the new law. We have also taken this opportunity to update the ILA to reflect current industry definitions and simplified the structure. There have been no substantive changes to the terms and conditions of the current ILA. Accordingly, attached please find the current draft of the revised ILA for your consideration (ATTACHMENT B).

As the future need arises for you to solicit new or renew existing waste collection contracts, as your solid waste and recycling partner, we strongly encourage you to review the attached Bill and address the specific requirements utilizing the language provided in the revised ILA or, alternately, include the revised ILA as an exhibit referencing the appropriate sections.

Additionally, and as another initiative to reduce inbound recycling contamination, we also recommend that for future bids, RFPs or collection contract renewals your municipality include specific language requiring a rear-load split-body compacting recycling vehicle with one

compartment dedicated to paper/fiber products and one compartment dedicated for other recovered materials (containers). It is our experience that this type of collection vehicle significantly reduces cross-contamination. We have attached our contract specification for the type of recycling collection vehicle for your reference and consideration (ATTACHMENT C).

Again, we thank you for our great partnership as we work together to serve our customers with the highest level of quality collection service possible. Should you have any questions or concerns please feel free to contact Mr. John Archambo at (561) 315-2010 or email at jarchambo@swa.org.

Sincerely,



Dan Pellowitz
Executive Director

Enclosure: ATTACHMENT A) CS/HB 73 Section I
 ATTACHMENT B) Draft Revised ILA
 ATTACHMENT C) SWA Haulers Agreement, Section 14 - Collection Vehicles

the Fiber component contains no Prohibited Material and a maximum of 5% Contamination.

Acceptable Material – Designated Recyclables as defined herein.

Combined-Haul Town – A municipality that has contracted with a Private Hauler that also services other municipal or unincorporated areas within Palm Beach County to collect and deliver Residential Recovered Materials to the Authority.

Containers – Includes aluminum cans, aseptic containers, gable-topped containers, glass bottles and jars (green, brown and clear), and plastic containers #1 - #7 (except Styrofoam).

Contaminated Recyclable Material – Any Recyclable Material that does not conform to the standards for Acceptable Loads.

Contamination – Any material not included in the definition of Designated Recyclables.

Corrugated Cardboard – Containers having liners of either test liner, jute, or kraft.

Designated Facility – The Authority's Recovered Materials Processing Facility (RMPF), the Authority's transfer stations, a Private Commercial Materials Recycling Facility (PCMRF) designated by the Authority or any other sites designated by the Authority for recycling. The Authority reserves the right to add or delete approved facilities with reasonable notice.

Designated Recyclables – Fiber and Containers as defined herein or other materials as the Authority may designate.

Equivalent Residential Unit (ERU) – Single-Family and Mobile Homes equal 1 ERU, Multi-Family Homes equal 0.75 ERUs.

Fiber – Includes newspapers (including inserts), magazines and catalogs, phone books, Corrugated Cardboard, Mixed Paper, Sorted White Ledger, Sorted Office Paper, and kraft bags.

Mixed Paper – A mixture of various types and grades of paper including but not limited to: all office paper, colored paper, corrugated cardboard, envelopes (excluding envelopes with cellophane windows), junk mail, kraft bags, magazines, and catalogs. Mixed Paper does not include tissue or towel paper.

Municipal Solid Waste or MSW – Garbage, sewage, sludge, septage, rubbish, refuse, and other discarded solid or liquid materials resulting from domestic, industrial, commercial, agricultural, and governmental operations, but does not include solid or dissolved materials in domestic sewage, storm drainage, or other significant pollutants in water resources, such as silt, dissolved or suspended solids in industrial wastewater effluents, dissolved materials in irrigation return flows, or other common water pollutants.

Net Revenue – Residential Recovered Materials Revenue minus Processing Cost.

Private Hauler – Any for-profit person or entity providing collection of solid waste and/or recyclables for hire on a routine basis within the municipality.

Processing Cost – The sum(s) due and payable to the contract operator of the RMPF by the Authority.

Prohibited Material – Hazardous, medical or biological waste.

**INTERLOCAL AGREEMENT FOR THE DELIVERY OF MUNICIPAL SOLID WASTE
TO DESIGNATED FACILITIES AND FOR A MUNICIPAL REVENUE SHARING
RECYCLING PROGRAM**

THIS Agreement, made and entered into this ____ day of _____, 20__ by and between the **SOLID WASTE AUTHORITY OF PALM BEACH COUNTY**, a dependent special district created pursuant to Chapter 2001-331, Laws of Florida, as amended, hereinafter called "Authority", and the **TOWN OF _____**, a municipal corporation, chartered and organized in accordance with the laws of the State of Florida, hereinafter called "TOWN".

WITNESSETH:

WHEREAS, the Authority has been empowered by law to carry out the powers, obligations and requirements in Palm Beach County, Florida, prescribed to a "county" pursuant to the provisions of Chapter 403, Part IV, *Florida Statutes*; as amended, and

WHEREAS, the TOWN desires to work in cooperation with the Authority to continue a municipal recycling program toward achievement and maintenance of the State recycling goal and the requirements of Chapter 403, Part IV, *Florida Statutes*; as amended, and

WHEREAS, in addition, the TOWN provides for the collection of solid waste from the residents and businesses and residential recyclable materials within its boundaries and recognizes the need for safe and sanitary processing and disposal of solid waste and residential recyclable materials; and

WHEREAS, the TOWN wishes to participate in a coordinated County-wide program for the management of hazardous waste and control of solid waste processing and disposal and residential recycling participation in cooperation with federal, state, and local agencies responsible for the prevention, control, or abatement of air, water, and land pollution; and

WHEREAS, the TOWN together with the Authority recognizes the need to plan and develop an adequate solid waste and residential recycling system for the benefit of all the residents of Palm Beach County.

NOW, THEREFORE, in consideration of the mutual covenants and promises hereinafter contained to be kept and performed by the parties hereto, and for the mutual benefit of the TOWN, its constituents and the Authority, it is agreed as follows:

1. The above recitals are true and correct and incorporated into the body of this Agreement as if fully set forth herein.
2. Definitions:
Acceptable Load – Any load of otherwise Designated Recyclables that contains no Prohibited Material and a maximum of 12% Contamination in total, or the Container component contains no Prohibited Material and a maximum of 12% Contamination and

Public/Self Hauler – The municipality providing the collection of solid waste and recyclables using their own resources rather than using the hauling services of a Private Hauler.

Recovered Materials Processing Facility (RMPF) – A facility owned by the Authority that processes Recyclable Material.

Recyclable Material – Includes Containers and Fiber.

Residential Recovered Materials Revenue – Total earned revenue from the sale of designated Residential Recovered Materials.

Residential Recovered Materials – Designated Recyclables collected from residential units less Unacceptable Materials and Prohibited Materials delivered to Designated Facilities.

Self-Haul Town – A municipality that collects its own Residential Recovered Materials and delivers it to the Authority or who uses a private contractor that collects its Residential Recovered Materials on dedicated routes and can positively demonstrate that they have collected and are delivering only that jurisdiction's Residential Recovered Materials to the Authority.

Sorted Office Paper – Office paper including letterhead, computer paper, legal paper, loose-leaf paper, copy and typing paper.

Sorted White Ledger – White ledger or computer printout paper.

Unacceptable Load – Any load of Designated Material delivered to a Designated Facility that is deemed not an Acceptable Load as defined herein.

Unacceptable Material – Any material other than Acceptable Material and Prohibited Material.

3. The purpose of this Agreement is to set forth the terms and conditions for the delivery of Municipal Solid Waste (MSW) to Designated Facilities and for the operation of a recycling program between the Authority and the TOWN which upon execution by both parties shall automatically rescind the current **INTERLOCAL AGREEMENT FOR THE DELIVERY OF MUNICIPAL SOLID WASTE TO DESIGNATED FACILITIES AND FOR A MUNICIPAL RECYCLING PROGRAM** and shall become effective upon filing with the Clerk of the Courts in accordance with Chapter 163, *Florida Statutes*.
4. The TOWN agrees that all MSW and Designated Recyclables collected by or on behalf of the TOWN shall be disposed of at a Designated Facility in accordance with this Agreement.
5. The TOWN agrees to cooperate with the Authority to provide all necessary and required information to the Authority in a timely manner so that it can be determined if the TOWN's MSW and Designated Recyclables are being delivered to a Designated Facility.

6. The Authority agrees to pay the TOWN a minimum of 50% of the Net Revenues earned from the sale of Residential Recovered Materials attributable to the TOWN on a quarterly basis. The actual percentage will be determined annually through the Authority's budget process. The Net Revenues to be shared will consist of the Residential Recovered Materials Revenues received by the Authority for each quarter less the Processing Cost for that quarter. That amount will be divided by the total tons received to determine an average price per ton and then multiplied by the adopted annual revenue share percentage to set the program price to be paid for the quarter. The Net Revenue distribution formula will be based on the number and type of residential units serviced by the TOWN in relation to the total number of these units for all municipalities participating in this program or on the actual amount delivered for municipalities that haul their own material. Each participating municipality will either be classified as a Self-Haul Town or a Combined-Haul Town. Self-Haul Cities will receive a revenue share based on the actual weight of Acceptable Loads delivered to a Designated Facility. Combined-Haul Cities will share the balance of those net revenues based upon the proportion of their total ERUs serviced in comparison to the total ERUs serviced for all Combined-Hauler Cities in Palm Beach County.
7. The Authority agrees to maintain its Designated Facilities to ensure adequate capacity for the TOWN's waste and residential recyclables to operate within all applicable local, state and federal environmental guidelines.
8. Collection of Designated Recyclables

A. Residential

Individual residents/homeowners shall be encouraged by the TOWN to separate their MSW into recyclables and non-recyclables. Each residential unit or combination of units will receive from the Authority the appropriate type and number of reusable containers, in accordance with the countywide recycling program, into which Recyclable Materials will be deposited.

Corrugated Cardboard shall be cut to an acceptable size and flattened, and for curbside residents, shall be set beside or in the same reusable container as the Fiber. Residents receiving containerized service may receive a separate container to be used for the collection of Corrugated Cardboard.

The Authority retains the right to modify the manner in which materials are set out for collection with reasonable notice to the TOWN. Notice for a substantial change in collection method shall be no less than one year.

B. Commercial

Individual businesses shall be encouraged by the TOWN to separate their MSW into two categories: recyclable and non-recyclable. Businesses contracting for services will arrange with their service provider to receive one or more containers into which Recyclable Material may be deposited. Acceptable Materials for commercial recycling shall include: Containers, Corrugated Cardboard, Sorted

White Ledger, Mixed Paper, Sorted Office Paper, and any other materials agreed to in writing by the TOWN and the Authority.

The Authority reserves the right to add or delete allowable Designated Recyclables and when doing so will provide the TOWN with reasonable notice to make those changes.

9. Commercial Recycling Revenue Share

As a further incentive for the TOWN to actively pursue commercial recycling, the Authority and the TOWN may enter into a separate agreement to provide for payment to the TOWN for all Acceptable Loads of agreed upon commercial Recyclable Materials. Types of commercial Recyclable Materials eligible for payment shall be determined by the Authority.

10. Transportation and Equipment

The TOWN shall be responsible for having collected Designated Recyclables transported to a Designated Facility as defined herein. The Authority or its contractor shall receive, process, dispose of and/or recover all Designated Recyclables delivered by or on behalf of the TOWN, at no charge to the TOWN, except for Unacceptable Loads as described below. Collection equipment must be of a type to provide for rear, side or front unloading and may be compartmentalized or in separate vehicles.

11. Improperly Prepared and Sorted Recyclable Materials

When a collector's crew encounters improperly prepared and sorted materials or non-recyclable items, they must follow this procedure:

- A. The collector shall pick up all Designated Recyclables except for Contaminated Recyclable Material or those which cannot be safely retrieved from the reusable containers. Improperly prepared and sorted materials or contamination will be left in the reusable containers or temporarily removed and returned to the reusable containers. The collector shall leave an Authority and/or TOWN approved form on the material or in the container. The form will notify the resident or business that material has not been properly sorted, and will provide contact information for the TOWN or Authority recycling coordinator for further information. Upon request of the TOWN, the Authority will provide rejection procedure training for the route drivers. The Authority and the TOWN will consult and evaluate the extent of the need for such training, which shall be provided by the Authority.

As a means of strengthening the TOWN's ability to have its collector fulfill the TOWN's recycling needs, the TOWN agrees to notify the Authority when preparing the TOWN's future Request for Proposals or Bid for collection services.

- B. It shall be the responsibility of the TOWN or its Private Hauler to contact residents or businesses that repeatedly place improperly sorted materials in their designated container and inform and encourage them to properly sort materials. If the problem

persists, the TOWN shall notify the Authority, who shall then assist the TOWN in resolving the problem.

12. Recycling Containers

The Authority shall provide yellow and blue eighteen (18) and ninety-six (96) gallon recycling containers. The yellow and blue colors reflect a consistent educational advertising effort through TV commercials, newsprint, radio, mailer, or other source. It is the TOWN's responsibility to make sure it or its Private Hauler has equipment compatible to provide proper collection of these recycling containers without damage. The TOWN or its Private Hauler shall be responsible for replacement of any recycling container(s) damaged during service at no cost to the Authority. The Authority reserves the right to add or delete different size containers and when doing so will provide the TOWN with reasonable notice to make those changes.

13. Compliance with Zoning Ordinances

Any transfer, processing, disposal and/or storage of Municipal Solid Waste and Recyclable Materials shall be undertaken at a Designated Facility that complies with all local zoning ordinances and any other applicable local and state statutes, ordinances, and regulations.

The TOWN further agrees to use its best efforts to amend or modify its appropriate zoning, building, or land development code to require new multi-family or commercial developments to provide adequate space for recycling containers.

14. Delivery of Unacceptable Loads

If the TOWN delivers a load of Designated Recyclables that is deemed to be an Unacceptable Load, the TOWN or its Private Hauler will be charged the actual disposal cost for any rejected load due to Contamination or equipment failure. The Authority will notify the TOWN or its contractor immediately of an Unacceptable Load. If the problem of Unacceptable Loads persists (more than two times in a month), the Authority may elect to monitor the route for proper sorting and tagging procedures, and/or make recommendations to the TOWN.

15. Promotion and Education Responsibilities

The Authority will provide recycling containers and assist in promoting and educating residents within the TOWN in an effort to increase recyclable tonnages and reduce Contamination.

16. Delivery of Designated Recyclables

The TOWN agrees that it shall require that all Designated Recyclables separated from the normal Municipal Solid Waste stream that are collected by or on behalf of the TOWN be delivered to Designated Facilities as defined herein. The TOWN will take such action as is

necessary and available to ensure against and prevent scavenging and unauthorized removal of such recyclables within the jurisdiction of the TOWN.

17. Term

This Agreement shall begin on the later of its effective date or October 1, 2020, and continue through the following September 30th and shall automatically be renewed for successive annual periods. Either party may terminate this Agreement on any October 1st by delivering written notice received by the other party prior to the preceding May 1st. The Authority will continue to provide the necessary recycling containers and ongoing education and advertising as provided in this Agreement. Notwithstanding termination, any rights or duties imposed by law shall remain in effect.

18. Change in Law

In the event any change in law abrogates or modifies any provisions or applications of this Agreement, the parties hereto agree to enter into good faith negotiations and use their best efforts to reach a mutually acceptable modification of this Agreement.

19. Notices

All formal notices affecting the provisions of this Agreement shall be delivered in person or be sent by registered or certified mail to the individual designated below, until such time as either party furnishes the other party written instructions to contact another individual.

For the Authority:	For the TOWN:
Solid Waste Authority of Palm Beach County 7501 North Jog Road West Palm Beach, Florida 33412 Attention: Executive Director	

20. If any clause, section, or provision of this Agreement shall be declared to be unconstitutional, invalid or unenforceable for any cause or reason, or is abrogated or negated by a change in law, the same shall be eliminated from this Agreement, and the remaining portion of this Agreement shall be in full force and effect and be valid as if such invalid portions thereof had not been incorporated herein.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement effective as of the day and year first above written:

WITNESSES:

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

General Counsel to the Authority

Date: _____

ATTEST:

(Affix Municipal Seal)

As to the Authority:

SOLID WASTE AUTHORITY OF
PALM BEACH COUNTY

Daniel Pellowitz, Executive Director

Date: _____

SOLID WASTE AUTHORITY OF PALM
BEACH COUNTY

Sandra J. Vassalotti, Clerk to the Authority

Date: _____

(Affix SWA Seal)

As to the TOWN:

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

TOWN

Date: _____



DATE SUBMITTED _____

PERMIT NO. 08-01

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: Engagement Party Location: COMM Ctr 2nd Floor

Sponsor: Richard Salmon & Janet Kortenhaus Telephone: 732-822-6379

Property owner's consent and acknowledgement of responsibility:

Signature: Janet L Kortenhaus

Date and Time: Sun Oct 10 2021 Time it ends: 3pm

Number of participants: 65

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:

NONE

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

APPROVED:

Fire Department: _____ Sheriff's Office: _____

Number of off-duty officers required: _____

Date of Commission Review: _____ Approved: _____



RESIDENT RESERVATION APPLICATION

IMPORTANT: This form is the first step in reserving the Palm Beach Shores (PBS) Community Center. Only PBS Resident Property Owners or organizations as described on the Reservation Information and Fee Schedule are eligible to rent this facility. Requests will be reviewed in order of which they are received, and the Resident will be notified of approval or denial. Completing this form does not confirm or hold any dates. Please type or print legibly especially the phone number and e-mail address. Requests for amplified music are made to the Town Clerk's attention. A complete rental packet and all monies due are required to secure the rental.

RESIDENT INFORMATION

Requested Date & Facility: Sun 10/10/21 Comm Ctr 1st Floor 2nd Floor ✓
Name of Resident: Janet Kortenhans & Richard Salmon
Address: 311 Linda La
City: Palm Beach Shores State: FL Zip: 33404
Phone: 561.848.3137 Cell: 732.822.6379 ★
E-mail: Janet.leigh.korte@msn.com
Alternate Contact: Richard Salmon 561.512.6272

EVENT INFORMATION

Type of event	<u>Engagement Party</u>	Using outside caterer	Yes <u>✓</u> No <u> </u>
Anticipated attendance	<u>65</u> (Max 120)	Alcoholic Beverages	Yes <u>✓</u> No <u> </u>
Requested access time	<u>8-9 AM</u>	State & local laws apply to alcohol consumption; sale of alcohol must be permitted and sold by a licensed vendor.	
Time event will begin	<u>11 AM</u>	Type of decorations:	<u>table settings</u>
Time event will end	<u>2 PM</u>	Additional Considerations:	
Facility close time	<u>3 PM</u>		
Maximum 10-hour rental; \$100+tax per additional hour (pre-approval required) No time after Midnight			

1st Floor	2nd Floor (max capacity 120)
1st floor - open restrooms (\$50 + tax)	<u>9</u> # of 6' round tables (maximum 12)
BBQ grill (\$25 + tax)	<u>65</u> # of chairs (maximum 130) <u>72</u>
1st floor kitchen (\$25 + tax)	<u>6</u> # of 6' rectangle tables (maximum 8)
# of 6' rectangle tables (maximum 8)	<u>3</u> # of round bistro tables (maximum 8)
Mandatory Cleaning Fee \$145	# of card tables (maximum 6)
Additional set-up needs:	Mandatory Cleaning Fee \$185
	Additional set-up needs:

Richard Salmon & Janet Kortenhans

Resident Printed Name

Janet L Kortenhans

Resident Signature

10 July 2021

Date

Town of Palm Beach Shores

247 Edwards Lane
Palm Beach Shores FL 33404

Richard Salmon & Janet Kortenhaus
Event October 10, 2021 Engagement Party
Community Center 2nd Floor
Community Center Rental

Town of Palm Beach Shores

Receipt #: 15732 Date: 7/12/2021 From: Richard Salmon & Janet Kort Register: Sandi Operator ID: asystadmin

Miscellaneous Receipt	Comm Cntr Deposit - + R Richard Salmon & Janet Kortenh	\$500.00
	& Janet Kortenhaus - Oct. 10, 2021 Balance:	
Miscellaneous Receipt	Comm Cntr Rental - + Oc Richard Salmon & Janet Kortenh	\$428.00
	m Cntr Rental - + October 10, 2021 Balance:	
Miscellaneous Receipt	Special Permits October Richard Salmon & Janet Kortenh	\$50.00
	October 10, 2021 Engagement Party Balance:	
	Total Receipts	\$978.00
	Check - 2582	\$978.00
	Change Due:	\$0.00

Thank you.

RESOLUTION NO. R-11-21

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, EXPRESSING SUPPORT FOR THE DREDGING OF THE LAKE WORTH LAGOON EASTERN CHANNEL LOCATED ALONG THE LAKE WORTH INLET FLOOD SHOAL, WHICH IS WITHIN AND ADJACENT TO THE WESTERN BOUNDARY OF THE TOWN OF PALM BEACH SHORES; ACKNOWLEDGING PALM BEACH COUNTY'S PARTICIPATION IN SAID DREDGING PROJECT BY OBTAINING NECESSARY PERMITS FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE UNITED STATES ARMY CORPS OF ENGINEERS; FURTHER ACKNOWLEDGING THE FLORIDA INLAND NAVIGATION DISTRICT'S COMMITMENT FOR PARTIAL (APPROXIMATELY 75%) FUNDING OF SAID DREDGING PROJECT THROUGH ITS ANNUAL WATERWAY ASSISTANCE PROGRAM PURSUANT TO F.A.C. 66B-2.005; DIRECTING THE TOWN ADMINISTRATOR TO PROVIDE A COPY OF THIS RESOLUTION TO THE STATE OF FLORIDA THROUGH THE TOWN'S CONGRESSIONAL REPRESENTATIVE AND SENATOR FOR PURPOSES OF SEEKING LEGISLATIVE FUNDING FOR THE REMAINING OUTSTANDING COST OF SAID DREDGING PROJECT; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

WHEREAS, the Town of Palm Beach Shores is a coastal community located on the eastern shore of the Lake Worth Lagoon; and

WHEREAS, the eastern channel of the Lake Worth Lagoon is located within and adjacent to the Town's western boundary, and provides access to the Lake Worth Inlet for all coastal communities to the north, including Riviera Beach, North Palm Beach, Juno Beach, Lake Park, Jupiter, and Tequesta, along with access to, among other places, the Sailfish Marina, a destination marina renowned for its multitude of amenities and numerous fishing tournaments throughout the year; and

WHEREAS, over the years, the Lake Worth Inlet Flood Shoal has encroached into the eastern channel, to the point that navigation is now being impeded, impairing public safety and requiring the dredging of said flood shoal to re-establish a safe navigable channel; and

WHEREAS, the cost to complete said dredging project is approximately \$2,000,000.00; and

WHEREAS, Palm Beach County has obtained the necessary dredging permit from the Florida Department of Environmental Protection and is in the process of obtaining the necessary dredging permit from the United States Army Corps of Engineers for the dredging of the Lake Worth Inlet Flood Shoal; and

WHEREAS, the Florida Inland Navigation District has committed partial (approximately 75%) funding for said dredging project in the amount of approximately

\$1,500,000.00 through its annual Waterway Assistance Program pursuant to F.A.C. 66B-2.005; and

WHEREAS, Palm Beach County has requested, and the Town of Palm Beach Shores has agreed, to seek remaining funding (approximately 25%) in the amount of \$500,000.00 from the State of Florida through a legislative appropriation during the 2022 legislative session.

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

SECTION 1. The above recitals are declared to be true and correct and are incorporated herein by reference.

SECTION 2. The Town Commission of the Town of Palm Beach Shores hereby expresses its support for the dredging of the Lake Worth Lagoon eastern channel located along the Lake Worth Inlet Flood Shoal, within and along the Town's western border.

SECTION 3. The Town Commission of the Town of Palm Beach Shores hereby acknowledges the permitting work completed and in process as undertaken by Palm Beach County for both Florida Department of Environmental Protection and United States Army Corps of Engineers dredging permits.

SECTION 4. The Town Commission of the Town of Palm Beach Shores further acknowledges that the cost to complete said dredging project is approximately \$2,000,000.00, and that the Florida Inland Navigation District has committed partial (approximately 75%) funding for said dredging project in the amount of approximately \$1,500,000.00 through its annual Waterway Assistance Program pursuant to F.A.C. 66B-2.005.

SECTION 5. The Town Commission of the Town of Palm Beach Shores hereby directs the Town Administrator to provide this Resolution to the Town's Congressional Representative and Senator, and to work with said legislators to seek remaining necessary funding of approximately \$500,000.00 for said dredging project from the State of Florida through a legislative appropriation during the 2022 legislative session.

SECTION 6. This resolution shall take effective immediately upon its adoption.

DULY PASSED AND ADOPTED this ____ day of August 2021.

Alan D. Fiers, Mayor

ATTEST:

Evyonne Browning, Town Clerk

(SEAL)

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 ____ day of August, 2021.

SECOND AND FINAL READING this ____ day of September, 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-7-21

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 SECTION 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.

WHEREAS, Chapter 22, Section 22-6 of the Town of Palm Beach Shores ("Town") Code of Ordinances sets the sets the composition of the Town's canvassing board which currently includes members of Town staff as well as the Palm Beach County Supervisor of Elections ("SOE"); and

WHEREAS, the SOE has recently provided guidance to the Town of Palm Beach Shores, as well as other municipalities in Palm Beach County, that if the Town continues to canvass its stand-alone municipal elections, the SOE will elect not to serve as a canvassing board member for the Town; and

WHEREAS, the Town Commission, based upon the above guidance, desires to revise the composition of the Town's canvassing board to provide that Town elections shall be canvassed and certified by the canvassing board appointed by Palm Beach County, which shall include the SOE; and

WHEREAS, the Town Commission believes these amendments to the Town 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. at Section 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; providing that Section 22-6 shall hereafter read as follows:

Sec. 22-6. Canvassing board; method of voting.

The Town Clerk of the Town of Palm Beach Shores shall be the official representative of the Town and the Town Commission in all transactions with the Supervisor of Elections of Palm Beach County, Florida, in relation to matters pertaining to the use of registration books and records for holding municipal elections as prescribed by state law.

The Town delegates all canvassing and certification duties as defined in applicable Florida Statute, including but not limited to, F.S. 102.141, F.S. 101.5612, F.S. 101.68, F.S. 101.6925, F.S. 101.048, F.S. 101.049, F.S. 102.166, F.S. 102.151 and F.S. 101.591 and Florida Administrative Code, including but not limited to, Rule 1S-027, 1S-031, 1S-2.037 and 1S-5.026, to the County Canvassing Board appointed by the Palm Beach County Commission and the Chief Judge of the Fifteenth Judicial Circuit and will be composed of the supervisor of elections; a county court judge, who shall act as chair; and the chair of the board of county commissioners, or their respective alternates or substitutes.

The method of voting shall be as prescribed by state law.

~~The Town Clerk and Town Attorney of the Town of Palm Beach Shores, or their respective designees, along with the Palm Beach County Supervisor of Elections, or designee, shall canvass and certify any municipal election in the Town of Palm Beach Shores, pursuant to the requirements set forth in F.S. § 100.3605, Florida Statutes, and in conformance with any approved and effective agreement between the Town of Palm Beach Shores and the Palm Beach County Supervisor of Elections. Additionally, the town commission by resolution shall provide that one commissioner, which may include the mayor, whose position is either not scheduled to be voted upon or who is unopposed at the election being canvassed, shall also be made a member of the town canvassing board.~~

~~The method of voting shall be as prescribed by state law.~~

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 ____ day of August, 2021.

SECOND AND FINAL READING this ____ day of September, 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-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 ~~Friday~~ ~~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 ~~Wednesday~~ ~~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 ____ day of July, 2021.

SECOND AND FINAL READING this ____ day of August, 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-2-21

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 28. FINANCE. AT ARTICLE III. IMPACT FEES. BY REPEALING ALL PROVISIONS RELATED TO **THE FUTURE COLLECTION OF** TOWN POLICE PROTECTION IMPACT FEES; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 28. FINANCE. 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, impact fees are imposed by local governments to fund infrastructure and expand local services in order to meet the demands caused by new growth and development; and

WHEREAS, the Florida Legislature, through the enactment of §§ 163.3202(3) and 163.31801, *Florida Statutes*, encourages the use of impact fees by local governments to fund infrastructure necessitated by new growth and development; and

WHEREAS, the Town of Palm Beach Shores, as duly authorized by §§ 163.3202(3) and 163.31801, *Florida Statutes*, has enacted the "Palm Beach Shores Impact Fee Ordinance" at Chapter 28, Article III, Town Code; and

WHEREAS, the "Palm Beach Shores Impact Fee Ordinance" currently has four (4) public service categories that are funded by impact fees to accommodate new development within the Town – fire protection, police protection, parks and recreation, and public buildings; and

WHEREAS, in 2019, the Town of Palm Beach Shores completed a merger of the Town's Police Department with the Palm Beach County Sheriff's Office; and

WHEREAS, since this merger with the Palm Beach County Sheriff's Office, District 20 of the County Sheriff's Office now provides all law enforcement services for the Town and its citizens; and

WHEREAS, now that the Palm Beach County Sheriff's Office District 20 provides all police protection services for the Town of Palm Beach Shores and its citizens, the Town

Commission of the Town of Palm Beach Shores desires to **discontinue the collection of** police protection impact fees within the Town; and

WHEREAS, the Town Commission of the Town of Palm Beach Shores desires to amend Palm Beach Shores Impact Fee Ordinance" at Chapter 28, Article III, Town Code to repeal all provisions related to **the future collection of** police protection impact fees; and

WHEREAS, the Town Commission of the Town of Palm Beach Shores believes that these revisions to the Town Code of Ordinances are in the best interests of the Town of Palm Beach Shores and will promote the public health, safety and welfare of its citizens.

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

Section 1: Chapter 28. Finance. of the Code of Ordinances of the Town of Palm Beach Shores is hereby amended at Article III. Impact Fees. by repealing all provisions related to the Town police protection impact fee; providing that Chapter 28. Article III. shall hereafter read as follows:

ARTICLE III. IMPACT FEES

Sec. 28-40. Legislative findings. **[left in full force and effect as previously adopted.]**

Sec. 28-41. Short title, authority and applicability. [left in full force and effect as previously adopted.]

Sec. 28-42. Intent and purposes. **[left in full force and effect as previously adopted.]**

Sec. 28-43. Rules of construction. [left in full force and effect as previously adopted.]

Sec. 28-44. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

"Feepayer" is a person applying to the Town of Palm Beach Shores for the issuance of a building permit.

"Building" is defined as in the Town Zoning Ordinance.

"Permit" is the approval issued by Palm Beach Shores that authorizes the construction, placement or expansion of a building, dwelling, or other structure on a site. See also the definition of "permit" in chapter 14 of the Town Code of Ordinances.

"Capital improvements" are land, improvements to land, buildings, expansions of buildings, contents of buildings, vehicles, equipment, weapons, and communications equipment, all with an expected use life of three years or more, that expand the capacity of Palm Beach Shores' ability to serve the need of new development.

"Certificate of occupancy" is an official document evidencing that a building satisfies the requirements of the Town of Palm Beach Shores for the occupancy of a building.

"Town administrator" means the town administrator or other municipal official(s) designated by the mayor to carry out the administration of this article.

"Development order" means a regulatory final site plan approval by Palm Beach Shores pertaining to the development of land as provided in chapter 14 of the Town of Palm Beach Shores Code of Ordinances or any other approval which meets the definition of same as set forth at F.S. § 163.3164(15)(7).

"Fire protection" is the provision of all fire protective and rescue services by the Town of Palm Beach Shores.

"Non-residential floor area" is the total area of all floors of a non-residential building as measured pursuant to Pf. 2.23 of the Town Zoning Code.

"Parks and recreation" is the provision of public parks and recreational areas and facilities within the Town of Palm Beach Shores.

"Police protection" is the provision of police protective services and law enforcement within the Town of Palm Beach Shores.

"Private park or recreational facility" is any park or recreational facility which is not owned by or dedicated to any governmental entity.

"Public facilities" are the buildings owned or leased by the Town of Palm Beach Shores for the purpose of providing public services within the Town of Palm Beach Shores excluding buildings for fire protection, and police protection. "Public buildings" includes the land on which those buildings sit, improvements to land, and equipment and contents of those buildings.

"Residential air-conditioned area" is the floor area of a residential structure that is designed to be provided with air conditioning and/or heat and is not gross floor area of the structure.

"Tourist" refers to hotel, motel and multi-family rental properties.

Sec. 28-45. Imposition of impact fees. [left in full force and effect as previously adopted.]

Sec. 28-46. Computation of the amount of impact fees.

- (a) At the option of the feepayer, the amount of impact fees due may be determined by the following fee schedules at the time the certificate of occupancy is requested.

TABLE 8
NET IMPACT COSTS
PALM BEACH SHORES

	Residential Per Foot of Air Conditioned Area	Tourist per Foot of Floor Area	All Other per Foot of Floor Area
Parks	\$0.26	\$0.26	0
Fire	\$0.34	\$0.34	\$0.34
Police <u>*Police impact fees are no longer collected following the adoption of Ordinance O-2-21</u>	\$0.35	\$0.35	\$0.35
Public Facilities	\$0.65	\$0.65	\$0.65
Total	\$1.60	\$1.60	\$1.34

	<u>*\$1.25 following the adoption of Ordinance O-2-21</u>	<u>*\$1.25 following the adoption of Ordinance O-2-21</u>	<u>*\$0.99 following the adoption of Ordinance O-2-21</u>
--	---	---	---

[Paragraphs (1) - (3) left in full force and effect as previously adopted.]

[Subsection (b) left in full force and effect as previously adopted.]

Sec. 28-47. Payment of fee. [left in full force and effect as previously adopted.]

Sec. 28-48. Impact fee trust funds and accounting requirements established. [left in full force and effect as previously adopted.]

Sec. 28-49. Use of impact fees.

(a) Impact fee receipts collected may only be expended on acquiring, equipping, and/or making capital improvements to facilities under the jurisdiction of Palm Beach Shores, Palm Beach County, or the State of Florida, and shall not be used for maintenance or operations.

(1) Fire protection impact fee receipts may only be used for fire protection capital improvements.

(2) Police protection impact fee receipts collected prior to the repeal of the police protection impact fee per Ordinance O-2-21 may only be used for police protection capital improvements.

(3) Parks and recreation impact fee receipts may only be used for park and recreation capital improvements.

(4) Public buildings impact fee receipts may only be used for public buildings capital improvements.

[Subsections (b) – (e) left in full force and effect as previously adopted.]

Sec. 28-50. Refund of fees paid. [left in full force and effect as previously adopted.]

Sec. 28-51. Exemptions and credits.

[Subsection (a) left in full force and effect as previously adopted.]

- (b) *Credits.* Feepayers may receive credit against impact fees otherwise due for land and/or capital improvements. Land or capital improvements may be offered by the feepayer as total or partial payment of a required impact fee. The offer must request or provide for an impact fee credit. If the town administrator accepts such an offer, whether the acceptance is before or after the effective date of this article, the credit shall be determined and provided in the following manner:

[Paragraphs (1) - (6) left in full force and effect as previously adopted.]

- (7) Credits for donations may be used only for that type of impact fee;
- i. Credit for fire protection land or capital improvement donations may only be used to against fire protection impact fees otherwise due;
 - ~~ii. Credit for police protection land or capital improvement donations may only be used to against police protection impact fees otherwise due;~~
 - ~~ii.~~ ~~iii.~~ Credit for park or recreation land or capital improvement donations may only be used to against parks and recreation impact fees otherwise due;
 - ~~iii.~~ ~~iv.~~ Credit for public building land or capital improvement donations may only be used to against public building impact fees otherwise due;
- Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

[Subsection (c) left in full force and effect as previously adopted.]

- (d) *Credit for private fire protection, ~~police protection~~ and private places of public assembly or use.* No credit against impact fees otherwise due will be provided for the private provision of fire protection or rescue, ~~police protection~~ or places of public assembly or usage.

[Subsection (e) left in full force and effect as previously adopted.]

Secs. 28-52.—28-56. [left in full force and effect as previously adopted.]

Section 2: Each and every other section and subsection of Chapter 28. Finance. shall remain in full force and effect as previously adopted.

Section 3: All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

Section 4: Should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder of this Ordinance.

Section 5: Specific authority is hereby granted to codify and incorporate this Ordinance into the existing Code of Ordinances of the Town of Palm Beach Shores.

Section 6: This Ordinance shall become effective immediately upon passage.

FIRST READING this 28th day of June 2021.

SECOND AND FINAL READING this 23rd day of August 2021.

ORDINANCE NO. O-7-21

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 SECTION 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.

WHEREAS, Chapter 22, Section 22-6 of the Town of Palm Beach Shores ("Town") Code of Ordinances sets the sets the composition of the Town's canvassing board which currently includes members of Town staff as well as the Palm Beach County Supervisor of Elections ("SOE"); and

WHEREAS, the SOE has recently provided guidance to the Town of Palm Beach Shores, as well as other municipalities in Palm Beach County, that if the Town continues to canvass its stand-alone municipal elections, the SOE will elect not to serve as a canvassing board member for the Town; and

WHEREAS, the Town Commission, based upon the above guidance, desires to revise the composition of the Town's canvassing board to provide that Town elections shall be canvassed and certified by the canvassing board appointed by Palm Beach County, which shall include the SOE; and

WHEREAS, the Town Commission believes these amendments to the Town 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. at Section 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; providing that Section 22-6 shall hereafter read as follows:

Sec. 22-6. Canvassing board; method of voting.

The Town Clerk of the Town of Palm Beach Shores shall be the official representative of the Town and the Town Commission in all transactions with the Supervisor of Elections of Palm Beach County, Florida, in relation to matters pertaining to the use of registration books and records for holding municipal elections as prescribed by state law.

The Town delegates all canvassing and certification duties as defined in applicable Florida Statute, including but not limited to, F.S. 102.141, F.S. 101.5612, F.S. 101.68, F.S. 101.6925, F.S. 101.048, F.S. 101.049, F.S. 102.166, F.S. 102.151 and F.S. 101.591 and Florida Administrative Code, including but not limited to, Rule 1S-027, 1S-031, 1S-2.037 and 1S-5.026, to the County Canvassing Board appointed by the Palm Beach County Commission and the Chief Judge of the Fifteenth Judicial Circuit and will be composed of the supervisor of elections; a county court judge, who shall act as chair; and the chair of the board of county commissioners, or their respective alternates or substitutes.

The method of voting shall be as prescribed by state law.

~~The Town Clerk and Town Attorney of the Town of Palm Beach Shores, or their respective designees, along with the Palm Beach County Supervisor of Elections, or designee, shall canvass and certify any municipal election in the Town of Palm Beach Shores, pursuant to the requirements set forth in F.S. § 100.3605, Florida Statutes, and in conformance with any approved and effective agreement between the Town of Palm Beach Shores and the Palm Beach County Supervisor of Elections. Additionally, the town commission by resolution shall provide that one commissioner, which may include the mayor, whose position is either not scheduled to be voted upon or who is unopposed at the election being canvassed, shall also be made a member of the town canvassing board.~~

~~The method of voting shall be as prescribed by state law.~~

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 ____ day of August, 2021.

SECOND AND FINAL READING this ____ day of September, 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



PROJECT NAME: Inlet View Apartments - Garage Variances

Reviewed By: _____

Date: _____

Fee Paid: _____

Town Receipt No: _____

SUBMITTAL CHECKLIST

All submittals must include ten (10) paper sets (folded & sorted into complete packet sets) and an electronic copy (on cd or thumb drive) of the following:

- ☒ Completed **Development Application** (complete all fields, use N/A when not applicable).
 - ☐ Architectural & Aesthetic Review Request (pg. 11, all submittals)
 - ☒ Variance Request (pg. 13, if applicable)
 - ☐ Special Exception Request (pg. 14, if applicable)
- ☒ **Boundary Survey** (Dated to within 6 months of application submission).
- ☒ **Signed and Sealed Schematics** depicting building on site, setbacks, grading, drainage and elevations, as well as the relationship of the site to the neighboring sites (e.g. Site Plan, Drainage and Grading Plan, Roof Plan, Landscape Plan, Elevations).
- ☒ **Tabular Data** showing compliance with all lot coverage, floor area, building height, grade and landscaping requirements.

SITE PLAN CHECKLIST

Please be sure to include the following on the Site Plan:

- ☒ Depict and label 10' Town Strip (front of property) and 5' utility easement (rear of property), and all other applicable easements.
- ☒ Depict and label all setbacks and Code required setback lines (front, rear, side, pool, etc.).
- ☒ Provide a tabular data table reflecting data from the tables on pgs. 7-8 of this development application.
- ☒ For renovations and/or additions, please shade proposed addition area(s) to differentiate from existing.
- ☒ Include all a/c equipment, pool equipment and emergency generators and label as proposed or existing.
- ☒ Ensure that beam height and top of roof are dimensioned on all elevation drawings submitted.
- ☒ Provide a construction schedule for the proposed project (including calendar dates).

LANDSCAPE PLAN CHECKLIST

Please be sure to include the following on the Landscape Plan:

- ☒ Depict and label the 10' Town Strip (front of property) and 5' utility easement (rear of property).
- ☒ Include and label both existing (to remain) and proposed landscaping on the subject property.
- ☒ Provide a species legend/key including the height of all landscaping to be provided at installation.
- ☒ Ensure that the requirements for 10' Town Strip and front yard trees are met.
- ☐ For multi-story construction, ensure that the requirements for privacy screening are met.
- ☒ Ensure screening is provided for all ground mounted mechanical equipment (e.g. a/c compressors, pool equipment, emergency generators).

NOTE: Checklists are not comprehensive. They are provided solely to remind Applicants to include items commonly omitted from plans submitted to the Town.



DEVELOPMENT APPLICATION

TOWN OF PALM BEACH SHORES
247 EDWARDS LANE
PALM BEACH SHORES, FL 33404
(561) 844-3457

OWNER/APPLICANT: Robert Winfield

PROJECT ADDRESS: 318 Inlet Way, Palm Beach Shores, FL 33404

APPLICATION NO.: _____ SUBMITTAL DATE: 4/26/2021

TYPE OF APPROVAL(S) REQUESTED (Check box(es) ☒)

ADMINISTRATIVE APPEAL		SITE PLAN MODIFICATION (14-62)	
ARCHITECTURAL AND AESTHETIC REVIEW (Pf. 14-86)		SITE PLAN REVIEW (14-62)	
COMPREHENSIVE PLAN AMENDMENT (Pf. 17.3(B))		SPECIAL EXCEPTION (Pf. 15.8)	
PLAT APPROVAL		VARIANCE (Pf. 15.4)	XXX
REZONING (Pf. 17.3(B))		ZONING TEXT AMENDMENT (Pf. 17.3(B))	

	PROPERTY OWNER(S)	APPLICANT (If different than Owner(s))
NAME:	Robert Winfield, President	SAME
ADDRESS:	318 Inlet Way, Palm Beach Shores, FL 33404	
PHONE:	201-314-0100	
EMAIL:	17059nu@gmail.com	

	AGENT (If different than Owner(s))	CURRENT OCCUPANT (If different than Owner(s))
NAME:	Brian Chegus - iPlan & Design	SAME
ADDRESS:	823 N. Olive Ave., West Palm Beach, FL 33401	
PHONE:	561-797-4217	
EMAIL:	brian@iplananddesign.com	

	PLANNER	DEVELOPER
NAME:	Brian Cheguis - iPlan & Design	Keating Moore Construction
ADDRESS:	823 N. Olive Ave., West Palm Beach, FL 33401	10276 Riverside Drive, Palm Beach Gardens, FL 33410
PHONE:	561-797-4217	561-775-5882
EMAIL:	brian@iplananddesign.com	N/A

	ARCHITECT	LANDSCAPEARCHITECT
NAME:	Carlos A. Bonila, AIA	Litterick Landscape Architecture, LLC
ADDRESS:	2074 W. Indiantown Rd., Jupiter, FL 33458	2740 SW Martin Downs Blvd. #199, Palm City, FL 34990
PHONE:	561-744-4900	561-719-3876
EMAIL:	carlos1BTA.com	jasonla1677@yahoo.com

	SURVEYOR	ATTORNEY
NAME:	Wallace Surveying Corporation	Claire Wyant Cortez
ADDRESS:	5553 Village Boulevard, West Palm Beach, FL 33407	840 US Hwy. 1, Suite #345, Palm Beach Gardens, FL 33410
PHONE:	561-640-4551	561-627-0009
EMAIL:	cwallace@wallacesurveying.com	claire@wyantcortez.com

	ENGINEER(USE ADD'L SHEET FOR MULTIPLE ENGINEERS)	
NAME:	N/A	
ADDRESS:		
PHONE:		
EMAIL:		

OWNER ACKNOWLEDGMENT & CERTIFICATION

I (We) affirm and certify that I (We) understand and will comply with all provisions and regulations of the Town of Palm Beach Shores, Florida. I (We) understand that if this Application is approved by the Town, the aforementioned real property described herein will be considered, in every respect, to be a part of the Town of Palm Beach Shores and will be subjected to all applicable laws, regulations, taxes and police powers of the Town including the Comprehensive Plan and Zoning Ordinance. I (We) further certify that all statements and diagrams submitted herewith are true and accurate to the best of my (our) knowledge and belief. Further, I (We) understand that this Application and attachments become part of the Official Records of the Town of Palm Beach Shores, Florida and are not returnable. I (We) acknowledge that no permit will be issued before all fees associated with Application are paid.

1. Owner acknowledges and understands that the fee for site plan review, architectural/aesthetic review, variance, special exception, rezoning, etc. **may not cover all review costs**. A final statement of any outstanding costs (covering advertising costs, legal, architectural and other consultant costs) will be sent to the applicant upon completion of the review process. Owner accepts financial responsibility for all costs incurred as a result of this Application.
2. A construction schedule is required of all developers during the development process. The Planning and Zoning Board must approve your proposed construction schedule.
3. The Town requires payment of impact fees for floor area added during the development, re-development or renovation of a property. These impact fees will be used to pay for capital improvements relative to Fire Protection, Police Protection, Parks & Recreation and Public Buildings. Impact fees must be paid to the Town before a Certificate of Occupancy will be issued.
4. Roll-off dumpsters for construction/demolition debris and solid waste must be rented through the Town's contracted solid waste hauler, Waste Management.
5. Final as-built plans must be submitted to the Town in digital form, preferably in PDF format.

By signing below, I acknowledge that I have read and understand the five (5) items listed above.

Robert Winfield Jane Winfield 7-6-21
Signature of Owner Date
Robert Winfield Jane Winfield 7/6/21
Printed Name of Owner

MA
STATE OF ~~FLORIDA~~ MASSACHUSETTS
~~PALM BEACH~~ COUNTY: NANTUCKET

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 6 day of July 2021, by Robert Winfield & Jane Winfield who is personally known to me or has produced FL DL (type of identification) as identification.

(Name - type, stamp or print clearly)

AMY MASTERSON
Notary Public

Commonwealth of Massachusetts
My Commission Expires
January 27, 2023



Amy Masterston
(Signature)

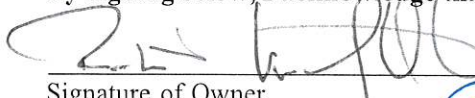
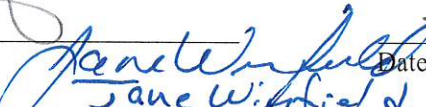
NOTARY'S SEAL

OWNER ACKNOWLEDGMENT & CERTIFICATION

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4. Roll-off dumpsters for construction/demolition debris and solid waste must be rented through the Town's contracted solid waste hauler, Waste Management.
5. Final as-built plans must be submitted to the Town in digital form, preferably in PDF format.

By signing below, I acknowledge that I have read and understand the five (5) items listed above.

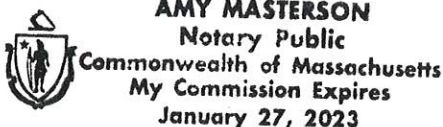

Signature of Owner

Date 7-8-21
Robert Winfield
Printed Name of Owner

MA
STATE OF ~~FLORIDA~~
Nantucket PALM BEACH COUNTY: AM

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 6 day of July 2021,
by Robert Winfield & Jane Winfield who is personally known to me or has produced FL DL (type of identification) as identification.

(Name - type, stamp or print clearly)


(Signature)



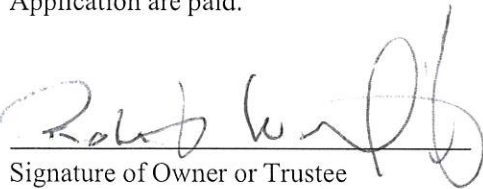
NOTARY'S SEAL

AUTHORIZATION OF AGENT & ACKNOWLEDGEMENT OF FINANCIAL RESPONSIBILITY

Consent to an agent is required from the property owner(s) and contract purchaser, if applicable, if the property owner(s) or contract purchaser does not intend to attend all meetings and public hearings and submit it person all material pertaining to the Application. Consent to a firm shall be deemed consent for the entire firm, unless otherwise specified.

This form shall serve as consent for the agent identified below to prepare or have prepared all documents for the Application affecting property I (We) have an ownership interest in.


I (We) hereby designate and authorize the below-signed person to act as my (our) agent in regard to this Application and accept financial responsibility for any costs incurred by the agent as a result of this Application. Further, I (We) acknowledge that no permit will be issued before all fees associated with Application are paid.


Signature of Owner or Trustee

7-6-21
Date

~~Nantucket~~ ^{MA}
STATE OF ~~FLORIDA~~ PALM BEACH COUNTY: 

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 6 day of July 2021,
by Robert Winfield who is personally known to me or has
produced FL DL (type of identification) as identification.

(Name - type, stamp or print clearly)
 **AMY MASTERSON**
Notary Public
Commonwealth of Massachusetts
My Commission Expires
January 27, 2023


(Signature)

NOTARY'S SEAL

Agent Information:

Brian Cheguis

Printed Name of Agent

iPlan & Design, LLC

Name of Firm

Signature of Agent

Date

AUTHORIZATION OF AGENT & ACKNOWLEDGEMENT OF FINANCIAL RESPONSIBILITY

Consent to an agent is required from the property owner(s) and contract purchaser, if applicable, if the property owner(s) or contract purchaser does not intend to attend all meetings and public hearings and submit it person all material pertaining to the Application. Consent to a firm shall be deemed consent for the entire firm, unless otherwise specified.

This form shall serve as consent for the agent identified below to prepare or have prepared all documents for the Application affecting property I (We) have an ownership interest in.

I (We) hereby designate and authorize the below-signed person to act as my (our) agent in regard to this Application and accept financial responsibility for any costs incurred by the agent as a result of this Application. Further, I (We) acknowledge that no permit will be issued before all fees associated with Application are paid.

Jane Winfield
Signature of Owner or Trustee

7/6/21
Date

MA
STATE OF FLORIDA

Nantucket PALM BEACH COUNTY: am

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 6 day of July, 2021,
by Jane Winfield who is personally known to me or has
produced FL DL (type of identification) as identification.

(Name - type, stamp or print clearly)



AMY MASTERSON
Notary Public
Commonwealth of Massachusetts
My Commission Expires
January 27, 2023

Amy Masterson
(Signature)

NOTARY'S SEAL

Agent Information:

Brian Chegus

Printed Name of Agent

iPlan & Design, LLC

Name of Firm

Signature of Agent

Date

PROCEDURES AND TIMELINES

All development applications required to be submitted to the Planning and Zoning Board for review (Site Plan Review, Site Plan Modification, Architectural and Aesthetic Review, Special Exceptions and Variances) will be subject to the following procedures:

1. Development Review Committee (“DRC”) review is regularly scheduled for the first Wednesday of each month at 2:00 pm. In order to be placed on the DRC agenda, a complete application must be submitted to the Town Clerk by the close of business on Monday of the week prior to the regularly scheduled DRC meeting. **Incomplete applications and late submittals will not be placed on a DRC agenda.**
2. If, as a result of the initial DRC review, it is determined by the DRC that a subsequent DRC meeting is necessary, the complete revised application must be submitted to the Town Clerk by the close of business on Monday of the week prior to the regularly scheduled DRC meeting. **Applications that fail to include all revisions required by the DRC, or that are submitted late will not be placed on a DRC agenda until they have been corrected and are timely.**
3. If, as a result of the initial DRC review, it is determined by the DRC that the project can proceed to the Planning and Zoning Board, a complete Planning and Zoning Board application must be submitted to the Town Clerk including all revisions noted by the DRC. A sufficiency review will be performed by the Town to confirm that all comments provided by the DRC have been addressed and a complete revised application submitted. Once all DRC comments have been adequately addressed and a complete revised application submitted, the submittal will be placed on the agenda for the next available Planning and Zoning Board, subject to legal advertising requirements. Planning and Zoning Board review is regularly scheduled for the fourth Wednesday of each month. **Applications that fail to include all revisions required by the DRC or that are incomplete will not be placed on a Planning and Zoning Board agenda.**

APPLICATION FEE INFORMATION

Administrative Appeal	\$250.00
Site Plan Review	\$350.00
Site Plan Modification Review	\$350.00
Variance Request	\$350.00
Special Exception Request	\$250.00
Telecom Site Plan Review or Modification	\$500.00
Plat Approval Request	\$600.00
Comprehensive Plan Amendment	\$750.00
Zoning Text Amendment / Rezoning	\$750.00
Sufficiency Review	Zoning Official (rate per hour)

NUMBER OF COPIES REQUIRED

Development Review Committee	Ten (10) paper sets (folded & sorted into complete packet sets), including one (1) sealed original with original signatures and nine (9) copies, three (3) of which are sealed by a licensed engineer, architect and/or surveyor, <u>and</u> an electronic copy of all documents (on cd or thumb drive).
Planning and Zoning Board	Ten (10) paper sets (folded & sorted into complete packet sets), including one (1) sealed original with original signatures and nine (9) copies, three (3) of which are sealed by a licensed engineer, architect and/or surveyor, <u>and</u> an electronic copy of all documents (on cd or thumb drive).
Local Planning Agency	Ten (10) copies (folded & sorted into complete packet sets).
Town Commission	Ten (10) paper sets (folded & sorted into complete packet sets), including one (1) sealed original with original signatures and nine (9) copies, three (3) of which are sealed by a licensed engineer, architect and/or surveyor (as applicable), <u>and</u> an electronic copy of all documents (on cd or thumb drive).

Applicant acknowledges and understands that the fee for Site Plan Review, Architectural/aesthetic Review, Variance, Special Exception, Rezoning, etc. *may not cover all review costs.* A final statement of any outstanding costs (covering advertising costs, legal, architectural, and other consultants) will be sent to the Applicant upon completion of the review process.

Tabular data showing compliance with all lot coverage, floor area, building height, grade and landscaping requirements must be provided on all submitted plans (Town Code § 14-62).

PROJECT NAME: Inlet View Apartments - Garage Variances Application

PROJECT ADDRESS: 318 Inlet Way, Palm Beach Shores, FL 33404

PROJECT LEGAL DESCRIPTION: Lot 572, PALM BEACH SHORES, according to the Plat there on file in the office of the Clerk of the Circuit Court in and for Palm Beach County, Florida..

***** All boxes must be completed, use N/A where appropriate *****

GENERAL DATA	CODE REQUIREMENT	EXISTING	PROPOSED
COMPREHENSIVE PLAN DESIGNATION: (SF-5, MF-21, MF-30, MF-42, P, ROS)	None		
LAND USE: (Residential, Commercial, Recreational, Marina, Public, etc.)	None	RESIDENTIAL	RESIDENTIAL
ZONING DISTRICT: (A, B, C, D, P, ROS, designated at Pf. 3.1, Zoning Ordinance)	None	ZONE C	ZONE C
FLOOD ZONE CATEGORY:	None	AE & X	AE & X
LOT COVERAGE, LANDSCAPING & PARKING	CODE REQUIREMENT	EXISTING	PROPOSED
TOTAL LOT SIZE: (sq. ft.)	None	16,016 SF	16,016 SF
TOTAL COVERAGE OF A LOT BY BUILDINGS: (Pf. 5.4, 6.4, 7.5 or 8.5, Zoning Ordinance)	35% - 2 Story Principal Bldg.	2,649.38 SF	3,730.24SF
TOTAL LANDSCAPE COVERAGE: (Pf. 5.4.3, Zoning Ordinance)	20%		
OFF-STREET PARKING: (Pf. 5.13, 6.12, 7.13 or 8.14, Zoning Ordinance)	6 PS	8PS	8PS
SETBACKS	CODE REQUIREMENT	EXISTING	PROPOSED
FRONT YARD: (Pf. 5.5, 6.6, 7.7 or 8.7, Zoning Ordinance)	25 FT.	119.8 FT.	74.5 FT.
REAR YARD: (Pf. 5.6, 6.7, 7.9 or 8.9, Zoning Ordinance)	25 FT.	35.9 FT.	35.9 FT.
SIDE YARD: (Pf. 5.7, 6.8, 7.8 or 8.8, Zoning Ordinance)	10 FT. / 10 FT.	10 FT. / 6.9 FT.* * legal non-conformity	10 FT. / 6.9 FT.* * Variance requested

FLOOR AREA	CODE REQUIREMENT	EXISTING	PROPOSED
FIRST FLOOR AREA (sq. ft.): 2,649.38 SF	None	2,649.38 SF	3,730.24 SF
SECOND FLOOR AREA (sq. ft.): (Pf. 5.4.2, Zoning Ordinance)	75% of 1st Floor Area	2,649.38 SF* non-conforming	2,649.38 SF* non-conforming
TOTAL FLOOR AREA (sq. ft.): (Pf.2.23, Zoning Ordinance)	None	5,298.76 SF	6,379.62 SF
FLOOR AREA RATIO: (Pf. 5.4.2, Zoning Ordinance)	.5	0.33	0.4
DWELLING UNIT DENSITY: (Pf. 6.5, 7.6 or 8.6, Zoning Ordinance)	30 DUs / Acre	4	4
IMPERVIOUS AREA	NET INCREASE	EXISTING	PROPOSED
BUILDING FIRST FLOOR AREA (sq. ft.):	1,080.86 SF	2,649.38 SF	3,730.24 SF
OTHER IMPERVIOUS AREA (sq. ft.): (Decks, Patios, Walkways, Driveways, Pool Deck & Pool Surface Areas)			
TOTAL IMPERVIOUS AREA (sq. ft.):			
ELEVATIONS	CODE REQUIREMENT	EXISTING	PROPOSED
GRADE ELEVATION (NAVD): (Pf. 4.6, Zoning Code)	1.5' - 2' > Mean elevation of crown of road	6.88 FT.	6.88 FT.
ESTABLISHED 1 ST FLOOR ELEVATION (NAVD): (Pf. 4.6, Zoning Code)	1.5' - 2' > Mean elevation of crown of road	6.88 FT.	6.88 FT.
MEAN CROWN OF ROAD ELEVATION (NAVD):	None	+/-4.81 FT.	+/-4.81 FT.
BUILDING HEIGHT	CODE REQUIREMENT	EXISTING	PROPOSED
TOTAL BUILDING HEIGHT (NAVD): (Pf. 5.2, 6.2, 7.3 or 8.3, Zoning Ordinance)	46 FT.	+/-20 FT.	+/-20 FT. / 14.33 FT.
TOP OF BEAM HEIGHT (NAVD): (Pf. 5.2, 6.2, 7.3 or 8.3, Zoning Ordinance)	41 FT.	<41 FT.	<41 FT. / 12.33 FT.
ROOF PITCH: (Pf. 5.2, 6.2 or 7.3, Zoning Ordinance)	Min. 4/12 pitch	Flat - No visible pitch* * Existing non-conforming	Flat - No visible pitch* * Variance Requested
FLAT ROOF PERCENTAGE: (Pf. 5.2, Zoning Ordinance)	10% Max.	100%* *Existing Non-conforming	Flat - No visible pitch* * Variance Requested

JUSTIFICATION STATEMENT

Provide a summary of the proposed project, describing in detail the construction, phasing and proposed development to occur as part of this application (attach additional sheets if needed):

See Attached Justification Statement

Note: Construction Schedule is due as part of site plan review and before building permit issuance. (Town Code §14-63). A signed and notarized contract (signed by owner) must be provided before building permit issuance. (Town Code §14-108).

Provide an estimate of construction costs:

Describe the existing improvements located on the subject property (attach additional sheets if needed):

See Attached Justification Statement

Provide a project history for the subject property, including any prior development approvals filed within the last year in connection with the subject property. Please include the date of previous site plan approval by the Planning and Zoning Board for this property (attach additional sheets if needed):

See Attached Justification Statement

Provide the justification, special reasons, or basis for the approval of this application. Explain why this application is consistent with good planning and zoning practice, will not be contrary to the Town's Comprehensive Development Plan, and will not be detrimental to the promotion of public appearance, comfort, convenience, general welfare, good order, health, morals, prosperity, and safety of the Town. Additionally, all standards set forth in the Town Code of Ordinances for Special Exceptions, Variances, Administrative Appeals, etc. must be addressed. (attach additional sheets if needed):

See Attached Justification Statement

Provide any other pertinent information related to the subject property to support the proposed request.

See Attached Justification Statement

DRAINAGE REQUIREMENTS

(For projects proposing additional on-site impervious area)

For proposed renovations/modifications to existing projects that result in LESS THAN a 50% increase in total site imperviousness, retain 1" of stormwater volume from the total additional impervious area.

For proposed new construction, or renovations/modifications to existing projects that result in a GREATER THAN a 50% increase in total site imperviousness, retain 1" of stormwater volume over the entire site.

Submit a Survey with topographic elevations and existing improvements.

A Drainage and Grading Plan and drainage calculations are required to be submitted with the application package for new construction projects and substantial modifications to existing projects. The Drainage Plan must show the following:

- a. Existing and proposed elevations.
- b. Location of sodded swales, sodded depressed retention areas, underground exfiltration trench and/or other proposed stormwater treatment/retention methods.
- c. Underground piping and inlets and other drainage system improvements proposed.
- d. Drainage calculations showing the retention of the volume of 1" of stormwater from addition impervious areas (or overall site).
- e. Show drainage improvements and underground piping, including water and sewer services, on the Landscape Plans to show no conflicts exist.
- f. Include note that no runoff may be directed to adjacent properties and all storm flows and runoff must be retained on-site prior to discharge into the adjacent roadway right-of-way following retention of required stormwater volume.
- g. Provide engineering details of gutter and downspout dry wells, if proposed.
- h. Provide engineering detail of exfiltration trench, if proposed.
- i. Provide engineering detail of sodded swales, if proposed.
- j. Provide engineering detail of depressed dry retention areas, if proposed.
- k. Provide Geotechnical Report or engineering assumptions/justification for coefficient of permeability (K Factor) for exfiltration trench design, if proposed.
- l. Engineering details/cross sections at property lines demonstrating no runoff will flow to adjacent properties may be required.

Project Engineer or Architect shall be responsible for insuring the drainage improvements are completed in substantial accordance with the approved plan.

Prior to C.O., Project Engineer or Architect to provide final signed and sealed certification that the drainage improvements and grading have been completed in substantial accordance with the approved plan.

Upon receipt of final Certification from Project Engineer or Architect, Town Engineer to visit site and ensure conformance of Town requirements prior to issuance of final C.O.

REQUEST FOR ARCHITECTURAL AND AESTHETIC REVIEW

Please be advised that pursuant to Sec. 14-86 and 14-87 of the Town Code of Ordinances, the Town Planning and Zoning Board uses the following criteria in order to complete its Architectural and Aesthetic Review. Each criteria must be addressed by the applicant prior to the application being processed.

1. Relationship of building to site: (Explain transition from streetscape; placement of parking and service areas; and compatibility of building height and scale with site):

N/A

2. Relationship of building and site to adjoining area(s): (Explain how structures and landscaping are consistent with established neighborhood character and will enhance the surrounding area. Include description of architectural style, as well as textures, materials and colors to be utilized):

N/A

3. Landscape and site treatment: (Explain how landscaping, exterior lighting and other site elements will be used to enhance architectural features, buffer the mass of buildings as appropriate, and enhance the privacy of the owner and neighbors. Describe the use of native species and xeriscaping as appropriate.):

N/A

4. Building design: (Explain proposed building design and style, and how components such as roofs, windows, doors, eaves and parapets are balanced in proportion to each other; address harmoniousness of colors, visual interest and compatibility):

N/A

Please provide all documentation and/or samples necessary to address all architectural review criteria as applicable. Attach additional pages as necessary.

N/A

REQUEST FOR SITE PLAN MODIFICATION

1. Previously approved (Original) site plan information:

a. Original Project Name: N/A

b. Original Site Plan Application No.: N/A

c. Original Site Plan Approval Date: N/A

d. List of all other relevant information on file with original application: N/A

2. Requested Modification(s): N/A

Please provide all documentation necessary to describe the proposed modification and to explain the reason(s) for the proposed modification(s), including a survey, if applicable. Attach additional pages as necessary.

REQUEST FOR VARIANCE

The Applicant is requesting a variance from the Town Code Section(s) _____ to permit the following:

See Attached Justification Statement for Variance

Please be advised that a variance from the terms of the Zoning Code shall not be recommended by the Planning and Zoning Board, nor granted by the Town Commission, unless the Applicant is able to demonstrate the following:

1. Explain the special conditions and circumstances which exist that are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or building in the same zoning district:

See Attached Justification Statement for Variance

2. Explain how the special conditions and circumstances that exist do not result from the actions of the Applicant:

See Attached Justification Statement for Variance

3. Explain how the literal interpretation of the provisions of the Zoning Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the Zoning Code and would work unnecessary and undue hardship on the Applicant:

See Attached Justification Statement for Variance

4. Explain how the variance requested is the minimum variance that will make possible a reasonable use of the land, building or structure:

See Attached Justification Statement for Variance

5. Explain how the granting of the requested variance will not confer on the Applicant any special privilege that is denied by the Zoning Code to other lands, structures, or buildings in the same zoning district:

See Attached Justification Statement for Variance

6. Explain how the grant of the requested variance will be in harmony with the general intent and purpose of the Zoning Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare:

See Attached Justification Statement for Variance

The burden of meeting the standards as set forth above is upon the Applicant. Please provide all documentation necessary to prove your case, including a survey, if applicable. Attach additional pages as necessary.

REQUEST FOR SPECIAL EXCEPTION

The Applicant is requesting a special exception pursuant to Town Code Section(s) _____ to permit the following:

N/A

A Special Exception shall not be recommended by the Town Planning and Zoning Board, nor granted by the Town Commission, unless the Applicant is able to demonstrate the following:

1. Explain how all structures will be separated from adjacent and nearby uses by appropriate screening devices:

N/A

2. Explain whether or not excessive vehicular traffic will be generated on surrounding residential streets:

N/A

3. Explain whether or not a vehicular parking or traffic problem is created:

N/A

4. Explain where on the site appropriate drives, walkways and buffers will be installed:

N/A

5. Explain how the proposed use will make a substantial contribution to the neighborhood environment and will not infringe on the rights of properties in the vicinity:

N/A

6. Explain how the proposed use will not endanger, restrict or impair public safety:

N/A

The initial burden of meeting the standards as set forth above is upon the Applicant. Please provide all documentation necessary to prove your case, including a survey, if applicable. Attach additional pages as necessary.