

Monday, December 12, 2022, 7:00 P.M.
Regular Commission Meeting Agenda



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

Mayor Alan Fiers
Vice Mayor Scott McCrannels

Commissioner Tracy Larcher
Commissioner Janet Kortenhaus
Commissioner Brian Tyler

Town Administrator Wendy Wells
Town Attorney Keith Davis
Town Clerk Jude M. Goudreau

PLEASE NOTE: THIS MEETING WILL ALSO BE CONDUCTED USING COMMUNICATION MEDIA
TECHNOLOGY

Meeting link:

<https://townofpalmbeachshores.my.webex.com/townofpalmbeachshores.my/j.php?MTID=m882bb3b3f769c86fe780451ab1348f12>

Meeting number: 2633 210 7367 Password:1212 or Join by phone +1-408-418-9388 United States
Toll Access code: 2633 210 7367

Regular Commission Meeting Agenda

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) Commission Meeting Minutes, November 28, 2022
- b) Special Permit 22-12 retirement Party- Approximately 120 Participants, 11 am – 9 pm, January 28, 2023, insurance provided, fees paid.

4) AGREEMENTS:

Vote: CSA -ENG 22-04 Town Paving and Grading Plans

5) DEPARTMENT AND BOARD REPORTS:

- o **Financial Report:**
November 2022
- o **Staff Reports:**
 - o Sheriff's Department
 - o Fire Department
 - o Public Works
 - o Town Clerk
 - o Planning and Zoning Chairman
 - o Town Attorney

6) ORDINANCES:

Second Reading Ordinance O-4-22

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING CHAPTER 78. VEGETATION. AT ARTICLE III. LANDSCAPING., SECTION 78-77.1. – DESIGN GUIDELINES. TO REQUIRE ADDITIONAL LANDSCAPING TO BE PLACED AT FIFTEEN FOOT INTERVALS AGAINST LONGER EXPANSES OF BUILDING WALLS WITH LITTLE ARCHITECTURAL DETAIL AND NO REQUIRED PRIVACY SCREENING TREES TO BREAK UP THE WALLS FOR MULTI-STORY STRUCTURES IN ALL ZONING DISTRICTS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 78 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.

7) COMMISSION REPORTS

Mayor Fiers

- Update on Water Main Project
- Update on Underground Utilities Project

8) PROCLAMATION:

Arbor Day Proclamation-

9) OTHER BUSINESS

10) DISCUSSION ITEMS:

Inlet Park Presentation- Rob Rennebaum, Town Engineer

11) PUBLIC COMMENTS (please state your name for the record)

12) 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.

Monday, November 28, 2022, at 7:00 pm



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

Mayor Alan Fiers
Vice Mayor Scott McCranels

Commissioner Tracy Larcher
Commissioner Janet Kortenhaus
Commissioner Brian Tyler

Keith Davis Town Attorney
Town Administrator Wendy Wells
Town Clerk Jude M. Goudreau

Minutes

CALL TO ORDER

Mayor Fiers called the meeting to order at 7:00 pm. Those present were Mayor Alan Fiers, Vice Mayor Scott McCranels, Commissioner Janet Kortenhaus, Commissioner Tracy Larcher, Commissioner Brian Tyler, and Town Administrator Wendy Wells. Also in attendance were: PBSO Sgt. Steve Langevin, Public Works Director Alan Welch, and Town Attorney Mitty Barnard.

APPROVAL OF MEETING AGENDA

Motion: Commissioner Janet Kortenhaus made a motion to approve the meeting agenda.

Second: Commissioner Brian Tyler seconded the Motion.

Vote: Motion passed 5-0

APPROVAL OF CONSENT AGENDA

- a) Commission Meeting Minutes, October 24, 2022.
- b) Special Commission Meeting Minutes November 14, 2022.

Motion: Commissioner Tyler made a motion to approve the Consent Agenda.

Second: Commissioner Larcher seconded the Motion.

Vote: Motion passed 5-0

AGREEMENTS:

Drainage Easement Agreement with Kannega Glades LLC.

Charles Millar, Tony Escandari, and Deepak Khosa were present to represent the project and presented a PowerPoint show and video. The project proposes installing a drainage system on the far northwest corner of the Town's parking lot; it will be the source for the building's stormwater drainage.

Discussion: Commissioner Kortenhaus said she has concerns about the parking spaces and lighting on the proposed plans. Mr. Millar said that a separate permit with a complete set of plans and scope of work would be presented to the Commission in the near future, allowing Commission to discuss the logistics of the parking lot renovation. Commissioner Tyler questioned the tie into the existing drainage systems, and Mayor Fiers responded that it is always an option if need be. Commissioner Tyler would also like the insurance increased from one million dollars to five million dollars. Vice Mayor Scott McCranels has concerns about the lighting and complying with the turtle codes and would like to see a timeline for construction.

Public Comment: Mark Ward, 143 Linda Lane, commented on the area and size of the drainage and questioned future ownership and fees associated with that.

Motion: Commissioner Kortenhaus made a motion to approve the Agreement as amended by increasing the insurance coverage.

Second: Commissioner Larcher seconded the Motion.

Vote: Motion passed 5-0.

Memorandum of Understanding with Kannega Glades LLC.

Agreement between parties to allow Kannega Glades LLC to make improvements to the Town's Beach Parking Lot and Surrounding Area.

Discussion: A detailed construction plan will be provided prior to the issuance of a permit.

Motion: Commissioner Janet Kortenhaus made a motion to approve the Agreement.

Second: Commissioner Tyler seconded the Motion.

Vote: Motion passed 5-0

REPLAT & VARIANCES

REPLAT-22-01, Kannega Glades LLC, Owner of 123 Ocean Avenue 101, requests approval to replat Lots 617-618, as recorded in Plat Book 23, at Pages 29-32, Plat of Palm Beach Shores, into one (1) platted lot. The properties are located in Zoning District D.

Discussion: Mr. Millar provided a PowerPoint explaining the need to replace the two lots into one lot. There was a brief discussion regarding the replat versus the unity of title. Without the Replat, the project would not be able to move forward because of the Town Codes.

Motion: Commissioner Tyler made a motion to approve the Replat 22-01.

Second: Vice Mayor Scott McCrannels seconded the Motion.

Vote: Motion passed 5-0

VAR22-02, Kannega Glades LLC, Owner of 123 Ocean Avenue 101, requests Variance Review to allow for 1) a variance from Pf. 8.7 to allow for 29.4 foot front yard setback where the Town Code requires 40 feet, a variance of 10.6 feet; 2) a variance from Pf. 8.9 to allow for 21.8 foot rear yard setback where the Town Code requires 70 feet, a variance of 48.2 feet; 3) a variance from Pf. 8.8 to allow for 15-foot side yard setbacks where the Town Code requires 18 feet for each story over two stories, a variance of 3 feet, and 4) a variance from Pf. 8.5 to allow for 39.1% lot coverage, where the maximum allowed by the Code is 24% for a six-story building, a variance of 15.1%.

Attorney Barnard swore the applicants in as the Variances are part of a Quasi-judicial hearing. She also asked the Commissioner for any ex-parte communication between them and the applicant. Mayor Fiers has spoken to the applicant to discuss Town Code.

Discussion: Mr. Millar presented the facts and reasons for the variances and the hardship it would create if they were not granted. There was a detailed discussion for the need for the variances; Commissioner Tyler questioned the use of the first floor. Commissioner Kortenhaus commented on the cost per unit, the overall value of the building, and where the demographics came from. John Hodgdon was able to respond to Commissioner Kortenhaus' questions. Mr. Millar and Mr. Escandari were able to answer the Commissioner's questions.

Public Comment: Kathleen McGahran commented on the fifteen-foot setback. Lisa Gullies questioned whether the new building would take away from the public amenities. Mayor Fiers explained that the Community Center has not been rented because of the deterioration of the present building and that access to the beach and park will remain the same and not interrupt those amenities. Mrs. Gullies also questioned whether the surrounding buildings and residents were notified of the proposed project. David Gullies asked whether the easement agreements would become part of the value of the building and whether they would be sold on to someone else. Attorney Barnard was able to answer the questions.

Motion: Kortenhaus made a motion to approve Variances 22-02.

Second: Vice Mayor Scott McCrannels seconded the Motion.

Vote: Motion passed 5-0

VAR22-03, Kannega Glades LLC, Owner of 123 Ocean Avenue 101, requests Variance Review to allow for a variance from Pf. 8.3 to allow for the top of the beam to be at 68 feet, where Town Code limits the beam height to 63 feet measured from the grade elevation, a variance of 5 feet.

Discussion: Mr. Millar presented facts and reasons for the variance. Mayor Fiers gave a brief overview of the present Code that was written in 2007; the Code is not intended for flat roofs and was written primarily for roofs on the Marriott buildings. Other than District D, there are no flat roofs allowed in Town. Commissioner Tyler asked P&Z Chairman Cohn to explain what the beam height is. Mr. Cohn gave a short presentation and explanation of beam height. Mr. Millar and Town Attorney both responded to the Commission's questions.

Motion: Commissioner Kortenhaus made a motion to approve Variances 22-03.

Second: Commissioner Larcher seconded the Motion.

Vote: Motion passed 5-0

DEPARTMENT AND BOARD REPORTS

Financial Reports:

September 2022

Town Administrator Wendy Wells presented the Fiscal Year's financial report's end. Revenues were at 103% of the budget, primarily because of a large permit fee collected for new condo buildings, expenditures closed at approximately 94% partly because projects are being done in-house by Public Works, disbursements were \$327,000.00, which were presented at the last meeting. Mrs. Wells presented two budget summary reports for September, one with the final budget amendment and one without. The Town had a strong year financially. Revenue exceeded expenditures by \$562k. Revenue was \$430k (7%) more than budgeted. This was primarily due to American Rescue Plan Act funds (\$316k) and more building permit fees (\$238k).

Motion: Commissioner Brian Tyler made a motion to approve the September Financial Report.

Second: Commissioner Janet Kortenhaus seconded the Motion.

Vote: Motion Passed 5-0.

October 2022

Town Administrator Wendy Wells recapped and reviewed the October Financial Report. Revenue is at 1%, which is a timing issue, we haven't received the October revenues yet, and the building department is running a little slower, with less permits for October; expenditures are appearing higher due to the timing of police services payments, the insurance first quarterly payments, and a debt service payment.

Motion: Commissioner Brian Tyler made a motion to approve the October Financial Report.

Second: Commissioner Janet Kortenhaus seconded the Motion.

Vote: Motion Passed 5-0.

Fund Balance Assignments. Mrs. Wells reviewed and explained the Fund Balance Assignments for Commissioners, which include Sewer Service that is not operating or capital projects, compensated absences, debt service for the underground project, hurricane expenses, and the road project for a total

of \$976,000.00. Mrs. Wells answered the Commission's questions. Commissioner Tyler suggested moving funds to a higher-yielding account.

Motion: Commissioner Brian Tyler made a motion to approve the Financial Report.

Second: Vice Mayor Scott McCranel seconded the Motion.

Vote: Motion Passed 5-0.

Capital Asset Disposals. Town Administrator Wendy Wells presented Commissioners with a list of Capital Assets that had been deleted, which included the Pierce Fire Truck and the Golf Cart, which the Town did earn some money selling.

Motion: Commissioner Tracy Larcher made a motion to approve the Capital Asset Disposals.

Second: Commissioner Brian Tyler seconded the Motion.

Vote: Motion Passed 5-0.

Staff Reports:

- **Sheriff's Department:** PBSO Sgt. Steve Langevin recapped his monthly report and statistics and elaborated on the arrests, and crimes deputies have responded to. A traffic stop led to the arrest of a subject wanted out of the State of Arkansas; Deputies responded to a homeless man at the gazebo, and Baker Acted him. "Coffee with a Cop" has been postponed to sometime in January. During hurricane Nicole, the Marriott closed, but before the Marriott closed, they gave Deputies three (3) rooms so any off-duty deputies could rest before returning on shift. Also, the Sailfish Marina sent over 20 dinners for our deputies for 48 hours. Sgt. Langevin thanked those businesses for being there for them. Sgt. Langevin has spoken to the Palm Tran Bus Services, and they have agreed to move the bus stops for the time of the water main construction project.
- **Fire Department:** Chief Steedman left the meeting before his report; please see the Town Newsletter for more information.
- **Public Works:** Director Welch reiterated his monthly report and updated current projects. Mr. Welch gave an update on the projects at the Community Center and the restroom restorations at the Community Center. Since the storm, Nicole Public Works has been working on the cleanup. In some areas, there is up to five and a half feet of sand built up on the walkway, and in the adjacent areas, there was an immense amount of seaweed and trash mixed with the sand. However, the contractor reports that the work should be completed by early next week. The Inlet Parkway will remain closed until the cleanup is completed. The public works team will continue to work on lights, benches, and irrigation repairs. Mr. Welch answered the Commissioner's questions. Commissioner Kortenhaus questioned the lights in the stairwell at the Community Center. Director Welch said they would be fixed immediately.
- **Town Clerk:** The Town Clerk reported that the March 14, 2023, Municipal Election Qualifying period closed on November 18, 2022, at Noon. There are two seats up for re-election this year, Commissioner Tracy Larcher and Commissioner Janet Kortenhaus. Three candidates are running for the two seats: Mark Ward, Janet Kortenhaus, and Tracy Larcher.
- **Town Attorney:** Attorney Barnard had no report in Mr. Davis's absence.
- **Planning and Zoning Chairman:** No Report
- **Mayor Fiers:** Mayor Fiers commented on the main water project, the project is expected to last another two to three months, and within the next ten days, the cuts of Lake Drive will be patched.

- Road Repaving Project: Mayor Fiers said, Once the water main work is completed, we will be repaving all of Lake, Inlet, and Bamboo. We may also have sufficient funds to pave Edwards and Cascade as well. We will pave other east/west lanes if we have sufficient funds. The engineering staff will make the selection of any additional lanes.

RESOLUTIONS:

R-12-22 Budget Amendment #3 FY 2022.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, PALM BEACH COUNTY, FLORIDA, AMENDING ITS OPERATING BUDGET FOR FISCAL YEAR 2021-2022 IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF BUDGET RESOLUTION NO. R-11-21; PROVIDING AN EFFECTIVE DATE, AND FOR OTHER PURPOSES

Discussion: Town Administrator, Wendy Wells, gave a brief overview of the budget amendments this fiscal year.

Motion: Commissioner Tyler made a motion to approve the Resolution.

Second: Commissioner Kortenhaus seconded the Motion.

Vote: Motion Passed 5-0.

R-13-22 Budget Amendment #1 FY 2023

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, PALM BEACH COUNTY, FLORIDA, AMENDING ITS OPERATING BUDGET FOR FISCAL YEAR 2022/2023 IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF BUDGET RESOLUTION NO. R-11-22; PROVIDING AN EFFECTIVE DATE, AND FOR OTHER PURPOSES.

Discussion: Town Administrator Wendy Wells presented the budget amendments for this fiscal year resulting from carrying over funds from the last fiscal year.

Motion: Commissioner Kortenhaus made a motion to approve the Resolution.

Second: Commissioner Tyler seconded the Motion.

Vote: Motion Passed 5-0.

ORDINANCES:

First Reading Ordinance O-4-22

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING CHAPTER 78. VEGETATION. AT ARTICLE III. LANDSCAPING., SECTION 78-77.1. – DESIGN GUIDELINES. TO REQUIRE ADDITIONAL LANDSCAPING TO BE PLACED AT FIFTEEN FOOT INTERVALS AGAINST LONGER EXPANSES OF BUILDING WALLS WITH LITTLE ARCHITECTURAL DETAIL AND NO REQUIRED PRIVACY SCREENING TREES TO BREAK UP THE WALLS FOR MULTI-STORY STRUCTURES IN ALL ZONING DISTRICTS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 78 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.

Attorney Barnard read by title only Ordinance O-4-22

Discussion: There was no discussion because the Ordinance has gone back and forth between Planning and Zoning and LPA Board for language modifications.

Motion: Commissioner made a motion to approve the Ordinance.

Second and Vote: Commissioner Tyler seconded the Motion.
Motion passed 5-0.

OTHER BUSINESS:

- Lawn Maintenance/Landscaping bids/contract. Town Administrator Wendy Wells said that the Town only received two bids, despite Director Welch reaching out and advising companies that we were going out to bid for service. The Notice of Termination went out to the present company. The two companies were Foliage Concepts, with a bid of \$120,252.00, and Curtis Landscaping, at \$105,000.00. Both Companies presented bid packets, and both had references. Curtis Landscaping's references were less than a year old, while Foliage Concepts were decades old, with experience in much larger and more pristine developments.

Motion: Commissioner Larcher made a motion to accept the recommendations and selected Foliage Concept. A contract will be entered into between Foliage and the Town.

Second: Commissioner Kortenhaus seconded the Motion. Motion passed 5-0.

- CSA -ENG 22-03 Right of Way Survey

Discussion: Mayor Fiers briefly explained the Agreement; this Agreement is for the road survey and bid specs in preparation for the upcoming road pavement.

Motion: Commissioner Tyler made a motion to approve the Agreement.

Second: Commissioner Kortenhaus seconded the Motion. Motion passed 5-0

DISCUSSION:

Commissioner Kortenhaus reminded everyone that their Town Tree Lighting would be on December 2, 2022.

PUBLIC COMMENTS: None

ADJOURNMENT:

Motion: Commissioner Kortenhaus made a motion to adjourn the meeting.

Second: Commissioner Tyler seconded the Motion.

Vote: Motion passed unanimously.

The meeting was adjourned at 9:27 pm.

Approved this 12th day of December 2022.

ATTEST:

Alan Fiers, Mayor

Jude M. Goudreau, Town Clerk

(Seal)



Town of Palm Beach Shores Community Center Rental Check List For Board of Commissioners Approval

Date of event: 1/28/2023 Anticipated attendees: 120
Type of Event: RETIREMENT PARTY Time of event start to finish 11 AM - 9 PM
Name of Resident and Sponsor DEBORAH FEINSINGER

Required Forms

Resident Reservation Form
Special Event Permit (Commission Approval)
Community Center Rental Agreement
Community Center Rental Policies & Procedures
Event Insurance
Pre-approved floor plan layout
Amplified Music Request

RECEIVED

RECEIVED

RECEIVED

RECEIVED

RECEIVED

Required Fees

First Floor:

Security Deposit	\$50.00 (Refundable)
Rental Fee (10 Hours)	\$53.50 (Tax Included)
Additional Hours	\$3.50/hour (Tax Included)
Grill	\$26.75 (Tax Included)
Kitchen	\$26.75 (Tax Included)
Cleaning Fee	\$175.00
Special Permit (50+ Guests)	\$50.00

Second Floor:

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

PAID

PAID

PAID

PAID

Community Center Coordinator signature: _____

Date Received: 12/5/2022



Town of Palm Beach Shores Community Center Rental Check List For Board of Commissioners Approval

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

\$1,233.00

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. [DF]

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. [DF]

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. [DF]

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. [DF]

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. [DF]

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

[Signature]

Date

12.5.2022

Signature of Community Center Coordinator

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/01/2022

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

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

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

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Host Liquor Liability Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	3DS5473-M3178785	01/28/2023 12:01 AM	01/29/2023 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Deductible \$ 1,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

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

Attendance: 100, Event Type: Retirement Party - Invite Only - No Charge for Admission.

CERTIFICATE HOLDER**CANCELLATION**

Town of Palm Beach Shores 247 Edwards Lane Palm Beach Shores FL 33404	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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TOWN OF PALM BEACH SHORES, FL
CONSULTANT SERVICES AUTHORIZATION

DATE: November 28, 2022 (Revised December 09, 2022)

CSA NO. 22-04 FOR CONSULTING SERVICES

TOWN RFQ. NO.: ENG-22-01

ENGENUITY GROUP, INC. PROJECT NO.: 01005.12

PROJECT TITLE: Town of PBS Paving and Grading Plans

This CSA, when executed, shall be incorporated in and shall become an integral part of the Professional Engineering Services Agreement dated November 14, 2022 between the Town of Palm Beach Shores ("TOWN"), and ENGENUITY GROUP, INC. ("CONSULTANT") hereafter referred to as the Agreement.

I. PROJECT DESCRIPTION

Engenuity Group, Inc. will prepare a paving and grading plan for the following roads:

1. Lake Drive (2,600LF, 30FT Asphalt Width)
2. Inlet Way (1,800LF, 30FT Asphalt Width)
3. Bamboo Road (1,800LF, 30FT Asphalt Width)
4. Cascade Lane (1,800LF, 20FT Asphalt Width)
5. Edwards Lane (1,800LF, 20FT Asphalt Width)

II. SCOPE OF SERVICES

The following is a description of the services to be provided under this Consultant Services Authorization.

TASK 1- Design Development

- A. Evaluate existing Topographic survey from Engenuity Group, Inc for Bamboo Rd, Cascade Ln and Edwards Ln and from Avirom & Associates, Inc. Job No. 10735 dated 03/21/2018 for Inlet Way and Lake Dr.
- B. Prepare initial drawings indicating the scope, extent, and character of the paving and grading work to be performed and furnished by the Contractor.
- C. Prepare paving and grading details, notes and specifications.
- D. Attend up to two (2) coordination meetings.

CSA NO. _____

TASK 2- Construction Documents

- A. Prepare final drawings indicating the scope, extent, and character of the paving and grading work to be performed and furnished by the Contractor.
- B. Prepare project manual with specifications and contract documents for bidding. The project manual will be for review and approval by Client, its legal counsel and other advisors using contract agreement forms, general conditions, supplementary conditions, bid forms, invitations to bid, and instructions to bidders provided by Client in electronic form.
- C. Prepare a Pollution Prevention Plan.
- D. Include pavement markings and signs on plans wherever applicable.
- E. Prepare Engineer's Opinion of Cost for the overall civil site improvements.

TASK 3- Permitting Phase Services

- A. Provide technical criteria, written descriptions, and design data for filing applications for permits from the following governmental authorities having jurisdiction to review and approve the design of the project:

1. Town of Palm Beach Shores- Engineering submittal

Normal and customary permitting activities are included in Engineer's services. Responding to application review comments that require Engineer's services that are not normal and customary are additional services that can be performed on an hourly basis upon authorization.

TASK 4- Provide Soil Borings for Bamboo Road, Cascade Lane and Edwards Lane (By Others)

- A. Engage a professional Geotechnical Consulting firm to provide soil borings necessary to analyze the existing substructure for proposed asphalt cross sections.

TASK 5- Items to be furnished by OWNER:

- A. Survey information for Lake Dr and Inlet Way (Already Received)

This proposal does NOT include the following:

- A. The design of any major off-site roadway improvements.
- B. Reproduction of drawings and specifications for Contractor's use during construction.
- C. Additional Survey including construction layout. See separate proposal by Engenuity Group, if needed.
- D. Design of landscaping, irrigation, lighting, drainage and swale design.
- E. Coordination of new or relocated electrical, gas, telephone, and TV services.

CSA NO. _____

- F. Environmental Analysis or design including wetlands, uplands, or contamination.
- G. Subsurface Utility Locations (SUE)
- H. Construction Phase Services

III. **DELIVERABLES**

The final deliverable will be an electronically signed and sealed copy of the Paving & Grading Plans with accompanying digital AutoCAD file which can be provided within ninety (90) business days of receiving authorization to proceed.

IV. **SCHEDULE**

Upon receipt of Notice-To-Proceed (NTP) the CONSULTANT will complete the services identified in this CSA within the schedule outlined in Table 1:

**Table 1
Schedule**

<u>Activity</u>	<u>Time to Complete (Calendar Days)</u>	<u>Cumulative Time to Complete (Calendar Days)</u>
Construction Documents as Stated in Task 2	60 Days after NTP	

V. **COMPENSATION AND PAYMENT**

The CONSULTANT will perform the tasks as outlined in the scope of services for an hourly Not-To-Exceed Fee as outlined in Table 2:

**Table 2
Budget Summary**

Description	Total
Lake Drive (Asphalt Width 30FT, Length 2,600FT)	\$12,200.00
Inlet Way (Asphalt Width 30FT, Length 1,800FT)	\$10,250.00
Bamboo Lane (Asphalt Width 30FT, Length 1,800FT)	\$10,250.00
Cascade Lane (Asphalt Width 20FTt, Length 1,800FT)	\$10,250.00
Edwards Lane (Asphalt Width 20FT, Length 1,800FT)	\$10,250.00
Geotechnical Engineering (By others)	\$5,000.00
TOTAL	\$58,200.00

CSA NO. _____

VI. ASSUMPTIONS

Existing Asphalt widths will remain the same. Grading will match existing driving elevations to be assumed. Construction phase services is not included but our approved hourly rates can be used for this phase if needed.

VII. AGREEMENT REFERENCE

The work authorized under this CSA shall be performed under the terms and conditions described within the Professional Services Agreement dated November 14, 2022, by and between the Town of Palm Beach Shores ("TOWN") and ENGENUITY GROUP, INC. ("CONSULTANT"). Compensation shall not exceed the hourly rates currently in effect under this Agreement.

ENGENUITY GROUP, INC.

TOWN OF PALM BEACH SHORES

By: 

By: _____

Print Name: Lisa Tropepe, P.E.

Title: Vice President

Date: _____

Town Attorney's Office

Approved as to form and legality

By: _____

CSA NO. _____

TOWN OF PALM BEACH SHORES

MONTHLY FINANCIAL REPORT

Note: Budget Amount for FY2023 is presented WITHOUT the Roads Project (\$1.66M) This allows for a better comparison year to year. A separate report will be presented for the Roads Project once it begins.

	CASH & INVESTMENTS		R E V E N U E			
			BUDGET	CURRENT	YEAR TO DATE	% OF BUDGET
9/30/2022	\$ 4,439,076		\$ 6,138,456	\$ 194,707	\$ 6,349,812	103%
10/31/2022	\$ 3,851,354		\$ 5,929,708	\$ 48,123	\$ 48,123	1%
11/30/2022	\$ 5,670,127		\$ 6,033,030	\$ 2,292,667	\$ 2,340,790	39%
11/30/2021	\$ 3,592,251		\$ 5,609,398	\$ 835,222	\$ 875,503	16%
12/31/2022						
1/31/2023						
2/28/2023						
3/31/2023						
4/30/2023						
5/31/2023						
6/30/2023						
7/31/2023						
8/31/2023						
9/30/2023						

	E X P E N D I T U R E S					
	BUDGET	DISBURSEMENTS	ACCRUALS	CURRENT EXP	YEAR TO DATE	% OF BUDGET
9/30/2022	\$ 6,138,456	\$ 327,456	\$ 111,343	\$ 438,799	\$ 5,788,214	94%
10/31/2022	\$ 5,929,708	\$ 717,313	\$ 34,653	\$ 751,966	\$ 751,966	13%
11/30/2022	\$ 6,033,030	\$ 471,841	\$ (9,659)	\$ 462,182	\$ 1,214,148	20%
11/30/2021	\$ 5,609,398	\$ 368,546	\$ (42,378)	\$ 326,168	\$ 970,464	17%
12/31/2022						
1/31/2023						
2/28/2023						
3/31/2023						
4/30/2023						
5/31/2023						
6/30/2023						
7/31/2023						
8/31/2023						
9/30/2023						

Budget Amendment #1 was approved at the November Commission meeting.

Town of Palm Beach Shores
Budget Summary Report
November 2022

			<i>Nov Benchmark</i>	<i>16.7%</i>
	BUDGET	YTD	Favorable(Unfav)	%
REVENUE				
Revenue (without appr'd F/B)	\$ 5,864,039.00	\$ 2,340,790.07	\$ (3,523,248.93)	39.9%
Appropriated Fund Balance	1,828,991.00	-	(1,828,991.00)	0.0%
TOTAL REVENUE	\$ 7,693,030.00	\$ 2,340,790.07	\$ (5,352,239.93)	30.4%

EXPENDITURES BY DEPARTMENT	% of total			% of total		
Administration	\$ 429,508.00	6%	\$ 64,202.79	5%	\$ 365,305.21	14.9%
Legal	121,000.00	2%	10,170.00	1%	110,830.00	8.4%
Public Works	364,418.00	5%	60,347.90	5%	304,070.10	16.6%
Police	1,730,779.00	22%	425,937.31	35%	1,304,841.69	24.6%
Fire	736,608.00	10%	109,334.95	9%	627,273.05	14.8%
Building	261,537.00	3%	49,397.21	4%	212,139.79	18.9%
Emergency Disaster	-	0%	-	0%	-	0.0%
Solid Waste	241,525.00	3%	33,813.48	3%	207,711.52	14.0%
Legislative	30,213.00	0%	3,569.18	0%	26,643.82	11.8%
Streets/Storm Sewers	63,160.00	1%	3,893.80	0%	59,266.20	6.2%
Parks	180,029.00	2%	19,796.99	2%	160,232.01	11.0%
Beach	107,002.00	1%	15,802.82	1%	91,199.18	14.8%
Lift Stations/Sewer Service	42,525.00	1%	8,571.40	1%	33,953.60	20.2%
Contingencies	85,000.00	1%	-	0%	85,000.00	0.0%
Debt Service	495,855.00	6%	247,927.29	20%	247,927.71	50.0%
Emergency Medical Services	369,444.00	5%	59,071.96	5%	310,372.04	16.0%
Community Center	70,105.00	1%	7,008.09	1%	63,096.91	10.0%
Risk Management	116,000.00	2%	24,108.75	2%	91,891.25	20.8%
Capital	588,322.00	8%	71,194.31	6%	517,127.69	12.1%
Capitol - Roads Project	1,660,000.00	22%	-	0%	1,660,000.00	0.0%
TOTAL EXPENDITURES	\$ 7,693,030.00		\$ 1,214,148.23		\$ 6,478,881.77	15.8%

CHANGE IN FUND BALANCE	-	1,126,641.84	1,126,641.84
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Explanation of Variances:

Police - timing, PBSO is paid in advance.

Building Dept - timing of land development costs (more this month)

Lift Stations - repairs & maintenance to generator and equipment at the lift stations.

Debt Service - one of two payments made

Risk Management - one of four payments made on the main policy.

Town of Palm Beach Shores
Disbursements - November 2022

Check #	Type	Date	Vendor	Name	Amount
4075	C	11/3/2022	324	AC Enforcement, Inc.	\$ 611.10
4076	C	11/3/2022	951	Alan Fiers	\$ 20.00
4077	C	11/3/2022	983	Awnings Contractor and Designers Inc	\$ 14,032.59
4078	C	11/3/2022	48	Bug Stoppers	\$ 900.00
4079	C	11/3/2022	32	City of Riviera Beach	\$ 3,402.99
4080	C	11/3/2022	981	CivicPlus	\$ 1,459.56
4081	C	11/3/2022	52	Comcast	\$ 42.45
4082	C	11/3/2022	107	Davis & Associates, P.A.	\$ 11,525.40
4083	C	11/3/2022	863	Diversified Building Department Management	\$ 8,253.75
4084	C	11/3/2022	864	El Latino	\$ 320.00
4085	C	11/3/2022	746	Essential Net Solutions	\$ 1,457.49
4086	C	11/3/2022	129	Henry Worcester	\$ 500.00
4087	C	11/3/2022	88	Hill Manufacturing Co. Inc.	\$ 1,200.68
4088	C	11/3/2022	89	Home Depot Credit Svcs	\$ 720.22
4089	C	11/3/2022	966	IIMC	\$ 185.00
4090	C	11/3/2022	995	K and M Electric Supply Inc	\$ 444.04
4091	C	11/3/2022	682	Meyers Turf LLC	\$ 76.70
4092	C	11/3/2022	16	Palmdale Oil Company, Inc.	\$ 2,210.06
4093	C	11/3/2022	484	Shred-It, c/o Stericycle, Inc.	\$ 129.08
4094	C	11/3/2022	41	Solid Waste Authority	\$ 9,894.56
4095	C	11/3/2022	881	South Central Planning & Development Commission	\$ 260.42
4096	C	11/3/2022	100	Toshiba Business Solutions	\$ 358.54
4097	C	11/10/2022	823	AT&T Mobility	\$ 34.99
4098	C	11/10/2022	823	AT&T Mobility	\$ 34.99
4099	C	11/10/2022	922	Car-Comm, Inc.	\$ 212.50
4100	C	11/10/2022	886	Henry Schein, Inc.	\$ 152.95
4101	C	11/10/2022	659	Image Janitorial Services, Inc.	\$ 255.00
4102	C	11/10/2022	679	Keehn Emergency Medical Services, Inc	\$ 1,500.00
4103	C	11/10/2022	623	National Rescue Consultants	\$ 2,750.00
4104	C	11/10/2022	996	Palm Beach Well Drilling	\$ 1,725.00
4105	C	11/10/2022	913	Shenandoah General Construction LLC	\$ 7,879.00
4106	C	11/10/2022	484	Shred-It, c/o Stericycle, Inc.	\$ 133.10
4107	C	11/10/2022	100	Toshiba Business Solutions	\$ 222.05
4108	C	11/10/2022	101	Verizon Wireless	\$ 57.22
4109	C	11/10/2022	104	Waste Management	\$ 15,143.08
4110	C	11/10/2022	131	WEX BANK	\$ 228.89
4111	C	11/10/2022	131	WEX BANK	\$ 860.63
4112	C	11/18/2022	998	Advance Petroleum Systems	\$ 4,500.00
4113	C	11/18/2022	47	Board of County Commissioners	\$ 129.25
4114	C	11/18/2022	861	BrightView Landscape Services, Inc.	\$ 7,277.08
4115	C	11/18/2022	997	Engenuity Group	\$ 9,484.25
4116	C	11/18/2022	999	FDOT	\$ 28.29
4117	C	11/18/2022	67	Ferrellgas	\$ 118.00
4118	C	11/18/2022	968	FIRE-TEC, Inc.	\$ 349.37
4119	C	11/18/2022	984	Florida Coast Equipment	\$ 17,380.37
4120	C	11/18/2022	606	Florida Municipal Insurance Trust	\$ 501.00
4121	C	11/18/2022	80	FL Public Utilities	\$ 569.57
4122	C	11/18/2022	129	Frances Ortega-Rakley	\$ 50.00

Town of Palm Beach Shores
Disbursements - November 2022

Check #	Type	Date	Vendor	Name	Amount
4123	C	11/18/2022	90	Hulett Environmental Services	\$ 297.00
4124	C	11/18/2022	679	Keehn Emergency Medical Services, Inc	\$ 1,500.00
4125	C	11/18/2022	917	Lancier Castro	\$ 103.75
4126	C	11/18/2022	129	Larry Hocking	\$ 80.00
4127	C	11/18/2022	987	LocaliQ	\$ 1,597.69
4128	C	11/18/2022	682	Meyers Turf LLC	\$ 59.50
4129	C	11/18/2022	882	Municipal Emergency Services	\$ 17,600.00
4130	C	11/18/2022	858	Palm Beach County Sheriff's Office	\$ 141,485.75
4131	C	11/18/2022	22	PBC League of Cities	\$ 1,208.00
4132	C	11/18/2022	25	Palm Beach Shores Volunteer Fire Dept.	\$ 16,203.86
4133	C	11/18/2022	911	AT&T	\$ 165.82
4134	C	11/18/2022	982	Quadient Finance USA , Inc	\$ 1,044.00
4135	C	11/18/2022	831	Randy's Plumbing, LLC	\$ 2,636.16
4136	C	11/18/2022	973	Rodolfo Rivera	\$ 42.78
4137	C	11/18/2022	115	Shoreline Pest Control	\$ 93.50
4138	C	11/18/2022	375	Simmons & White, Inc.	\$ 2,618.13
4139	C	11/18/2022	979	TAW	\$ 2,742.71
4140	C	11/18/2022	964	Tritech Software Systems	\$ 3,882.50
4141	C	11/18/2022	1000	Mullinax Ford	\$ 41,950.50
ADP, LLC	E	11/18/2022	697	ADP, LLC	\$ 239.10
ADP Taxes	E	11/4/2022		ADP Taxes	\$ 9,237.99
ADP Taxes	E	11/18/2022		ADP Taxes	\$ 9,964.74
ADP Wages	E	11/4/2022		ADP Wages	\$ 27,936.67
ADP Wages	E	11/18/2022		ADP Wages	\$ 29,348.28
Blue Cross Blue Shield of	E	11/22/2022	127	Blue Cross Blue Shield of Florida, Inc.	\$ 16,062.26
Comp Benefits	E	11/22/2022	103	Comp Benefits	\$ 81.54
FRS	E	11/4/2022	172	FRS	\$ 13,140.24
Guardian	E	11/22/2022	676	Guardian	\$ 672.46
The Standard Insurance	E	11/22/2022	586	The Standard Insurance Company	\$ 264.48
					\$ 471,840.62

General Fund	\$ 471,840.62
Underground Utilities Fund	\$ -
Total	\$ 471,840.62

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-22	20,596.15		2,922.70	23,518.85
Nov-22				
Dec-22				
Jan-23				
Feb-23				
Mar-23				
Apr-23				
May-23				
Jun-23				
Jul-23				
Aug-23				
Sep-23				
YTD Total	20,596.15	-	2,922.70	23,518.85

<i>Budget FY2023</i>	<i>220,000.00</i>	<i>105,000.00</i>	<i>28,000.00</i>	<i>353,000.00</i>
% budget	9%	0%	10%	7%

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
Accumulated (unspent) Discretionary Sales Tax as of 9/30/21	\$ 387,432.10
Accumulated (unspent) Discretionary Sales Tax as of 9/30/22	\$ 507,824.92

Current Year Receipts:

Date of Receipt	Period	
11/28/2022	October 2022	\$ 8,317.76

Total current year receipts	\$ 8,317.76
-----------------------------	-------------

Current Year Expenditures:

\$ -

Accumulated (unspent) Discretionary Sales Tax as of 11/30/22	\$ 516,142.68
--	---------------

Town of Palm Beach Shores
Building Department

	Building Permits	Building Department	Net Building	Cumulative Net Bldg
10/31/2022	\$ 5,815	\$ 14,289	\$ (8,474)	\$ (8,474)
11/30/2022	\$ 24,749	\$ 35,108	\$ (10,360)	\$ (18,833)
12/31/2022				
1/31/2023				
2/28/2023				
3/31/2023				
4/30/2023				
5/31/2023				
6/30/2023				
7/31/2023				
8/31/2023				
9/30/2023				
	\$ 30,564	\$ 49,397	\$ (18,833)	

Other related revenues:

Bldg Permit State Surcharge	\$ 757
Fire Inspection Fees	\$ 325
Reinspection Fees	\$ -
Code Enf Admin Cost Reimb	\$ 224
Site Plan / Variance Fees	\$ 700
Land Development Costs	\$ 9,118
Town Code & Ordinance Fines	\$ -

Net Building	\$ (7,709)
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Town of Palm Beach Shores
Underground Utilities
as of 11/30/22

*The projection for AT&T reflects no charge for Phase 2.
Also, the projection for Project Mgmt/Admin includes the
approved supplemental wages for the Public Works Director.*

	COST ESTIMATE	TOTAL as of 11/30/22	Remaining Costs	P R O J E C T E D	
				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	\$ 95,572.09	\$ -	\$ 95,572.09	\$ (15,572.09)
Construction - Viking	\$ 4,336,460	\$ 4,343,654.00	\$ -	\$ 4,343,654.00	\$ (7,194.00)
Construction - Comcast	\$ 250,000	\$ 528,340.73	\$ -	\$ 528,340.73	\$ (278,340.73)
Construction - AT&T	\$ 450,000	\$ 291,994.13	\$ 133,005.87	\$ 425,000.00	\$ 25,000.00
Construction - FPL	\$ 254,386	\$ 254,386.00	\$ -	\$ 254,386.00	\$ -
Landscape Restoration	\$ 16,300	\$ 9,584.51	\$ 6,715.49	\$ 16,300.00	\$ -
Loan Acquisition	\$ 23,000	\$ 22,508.00	\$ -	\$ 22,508.00	\$ 492.00
Contingency	\$ 547,854	\$ -	\$ -	\$ -	\$ 547,854.00
Total expenditures	\$ 6,000,000	\$ 5,614,951.96	\$ 139,721.36	\$ 5,754,673.32	\$ 245,326.68
Net Change in Fund Balance	\$ -	\$ 385,048.04	\$ (139,721.36)	\$ 245,326.68	\$ 245,326.68

Viking is complete and paid in full. Additional costs of \$3,450 and \$3,744 were for repairs to sewer lines damaged when conduit was installed.
AT&T Phase 1 is complete and paid in full.
AT&T Phase 2 is underway.

Town of Palm Beach Shores
Dredging Project
as of 11/30/2022

	FY2022		FY2023	
Cash	\$	-	\$	-
<u>Revenue:</u>				
Donations	\$	15,000	\$	-
<u>Expenditures:</u>				
Professional Services	\$	15,000	\$	-
Revenue over expenditures	\$	-	\$	-

PALM BEACH COUNTY SHERIFF'S OFFICE

RIC L. BRADSHAW, SHERIFF



December 2022 Commission report with stats from November 2022

Sergeant Steven Langevin

Commander District 20/Town of Palm Beach Shores

Arrests

Two subjects have been identified and charged with entering unlocked cars and removing items from cars on Tacoma, Edwards and Claremont Lane. Further, the subjects entered into the window of the Buccaneer laundry room and removed Five hundred dollars in quarters.

The town cameras verified the subjects in conjunction with victims ring cameras. One subject was arrested by our deputies on site and the second was released after the deputy completed a field interview report as at the time we did not have probable cause for his arrest. The next day probable cause was obtained and a warrant requested for him, at the same time additional charges were brought against the subject last night.

Our deputies did a fabulous job of interacting with day and night shift, these case will go to the detective bureau fully solved. I have put those involved in for commendation.

Miscellaneous:

The Marriott's yearly charity event went well, 8 deputies arrived in town to assist with traffic control as the turkey trot made its way around the town.

We prepared for the towns Christmas tree lighting and Santa's arrival with 8 deputies and two deputies from the Traffic motor unit. Santa forgot to hand out candy canes, but he did leave them at Town hall for you.

Statistics follow



November - 2022 - Monthly Strategic Report

CAD Calls	Monthly Totals
Business / Residence Checks (Self-Initiated)	2915
Traffic Stops (Self-Initiated)	31
Calls for Service (Excluding 1050's & 1061's)	169
All CAD Calls - Total	3115

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 3115 generated calls within the district. 95% 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
1	33	2

Arrest and NTA Statistics

Arrest Data
Arrests & Notice to Appear (NTA) within District 20
Total Count - 5

Data Source: CADS/Premier 1

RPT #	DATE/TIME	SIGNAL	NEIGHBORHOOD	COMMONPLACE	LOCATION
		1061	CANNON SPORT MARINA		APPROX LOC: 182 LAKE DR
		1061			APPROX LOC: 216 BAMBOO RD
22130737		76		SEASCAPE CONDO	300 INLET WAY
22134415	2022-11-30 03:03:35	21V		BEACHSIDE APARTMENTS	113 EDWARDS LN
22134446	2022-11-30 07:30:53	21B	BUCCANEER	BUCCANEER	142 LAKE DR

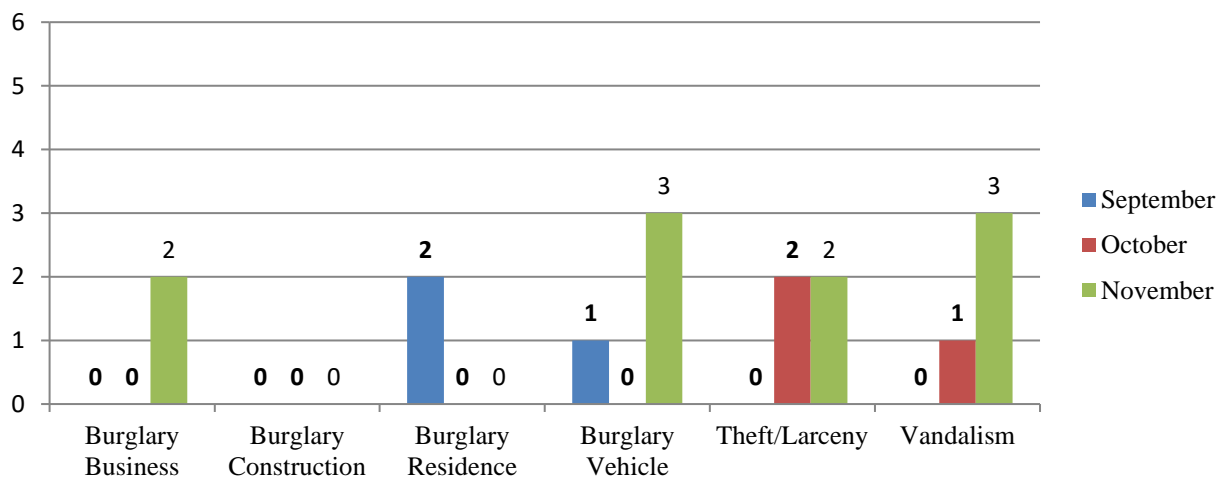
DATA ANALYSIS

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
Homicide, Robbery, Sexual Assault, Shooting, Stabbing
 Data Source: CADS/P1



D20 Monthly Stats
Burglaries, Theft & Vandalism
 Data Source: CADS/P1



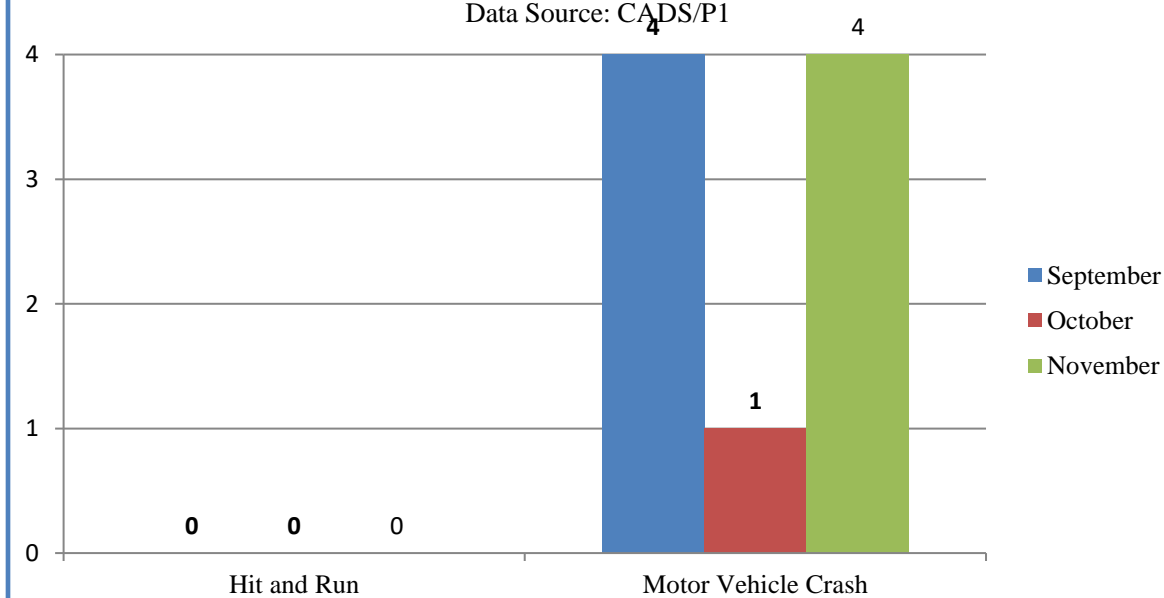
D20 Monthly Stats Stolen Vehicles & Stolen Vehicle Recoveries

Data Source: CADS/P1



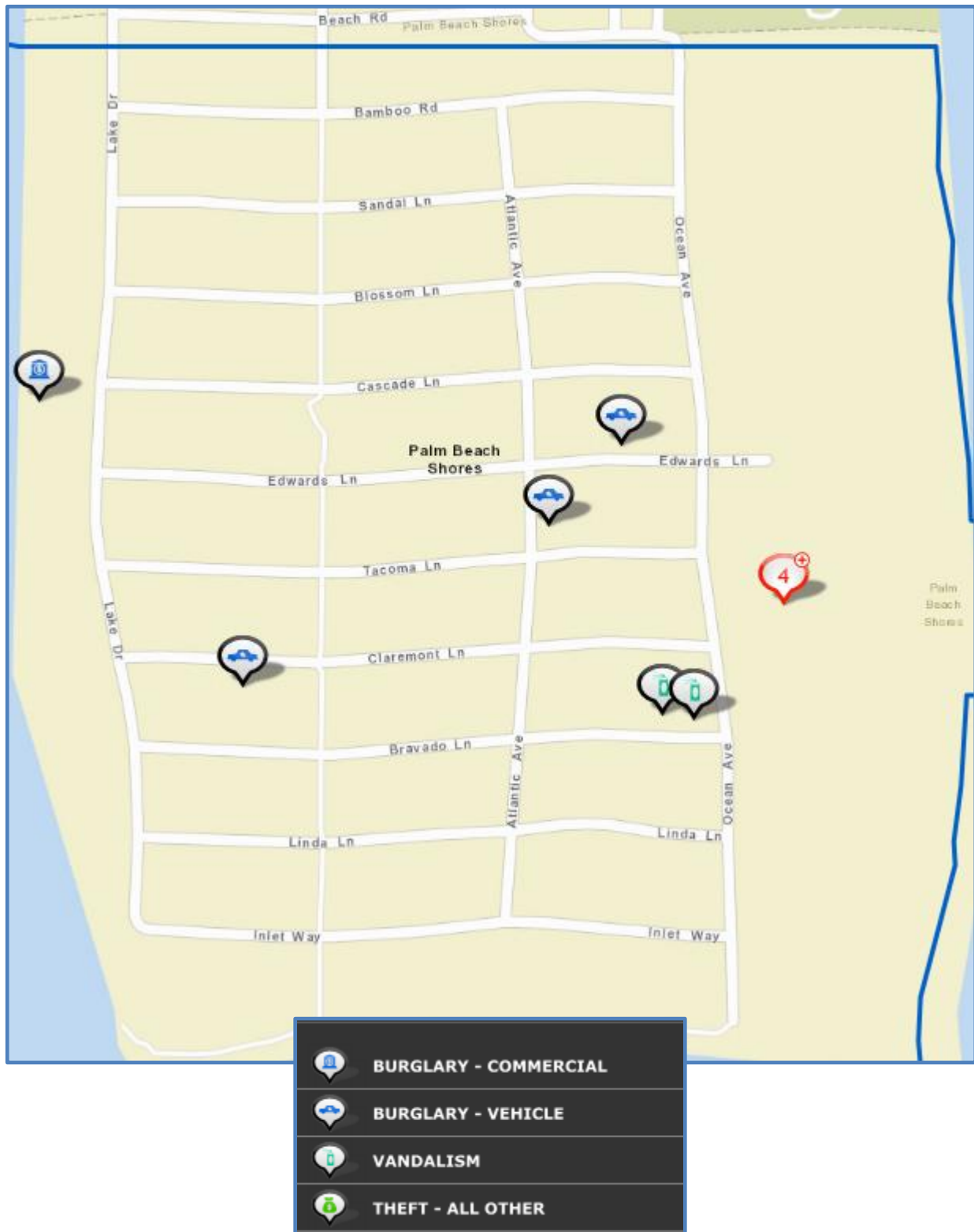
D20 Monthly Stats Hit and Run & Motor Vehicle Crash

Data Source: CADS/P1



District 20 Map of Activity

Data: Source: CrimeView Dashboard



FIR MAP

8 Records Plotted in CrimeView Dashboard.



(9) Conducted per the FIR Track system.

Note: This # could change due to FIR's being inputted into system after search was conducted. ***NOTE:** Two of the FIRs reported on FIR Track are not mapped within District 20.



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
21 November 2022 – 08 December 2022

TO: Mayor Alan Fiers
Town Commissioners

FROM: Trevor L. Steedman, Fire Chief / Director of Emergency Services

DATE: 08 December 2022

OPERATIONS

FIRE DEPARTMENT

COMMUNITY RISK REDUCTION (CRR) INITIATIVES

- Fire / Life Safety Inspections and Fire Protection Systems Plans Review
 - Fire Chief and our assigned representative from *CAP Government* have continue to meet with representatives from commercial / Inspected properties in Palm Beach Shores to review inspection reports and provide guidance on current inspection reports, and outline the plans review and inspection processes going forward. This process is ongoing.
- Hydrant Inspection Program (Monthly) – Performed by PBSFD
 - Hydrant at Edwards & Atlantic is out of service
- Special Secondary Certificate of Public Convenience & Necessity (COPCN)
 - Provide immediate Advanced Life Support (ALS) service for Palm Beach Shores. Options are currently being explored.
- *Community CPR & AED* – Presented twice annually for Town residents.
- *Courtesy Home Fire Safety Surveys* – (Implemented: November 2017)
- *Pulse Point* mobile application site – *Pulse Point* is a pre-arrival solution designed to support public safety agencies working to improve cardiac arrest survival rates through improved bystander performance.



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
21 November 2022 – 08 December 2022

- *Pre-Incident Planning* – On-going initiative to familiarize first responders with high-risk occupancies, unique hazards and special properties in Palm Beach Shores and plan accordingly for potential emergencies.
- *File of Life* Program – (Program initiated on 15 March 2017). Program materials funded through budgeted line item: *Community Risk Reduction - Prevention*. Kits are available during business hours at the Town Hall front office.
- *Fire Extinguisher Selection, Use and Maintenance*
 - Hands-on training and education opportunity presented to community members and our partners in the business community by PBSFD Firefighters. Coordinating with POA to present the opportunity in conjunction with POA meetings over the winter months.
- *Code X-Ray Placard Program* – Identifies Unsafe/Unstable/Vacant buildings.
 - 123 Ocean Avenue – Sea Spray

STAFFING

- Career Staff. – No current vacancies.
- Volunteer Staff
 - Recruitment and Retention efforts remain a priority. The entry versus attrition rate (predominantly due to full-time employment opportunities with other area departments) remains constant. There are 48 volunteer members certified to State Minimum Standards on the “Active” rolls at the time of this report.

WORKFORCE & OFFICER LEADERSHIP DEVELOPMENT

- Training & Continuing Education programs
 - Ongoing Initiatives

FLEET DEPLOYMENT & MAINTENANCE

- All units in service at the time of this report



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION

TOWN OF PALM BEACH SHORES

DEPARTMENT OF EMERGENCY SERVICES

21 November 2022 – 08 December 2022

- Beach/Water Rescue/Special Events UTV - Funded through previous donation from the Fleming Family Foundation. Operator qualification and safety training is continuing.

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.*
- PBSFD FADO program (implemented in September 2017).
- NFPA 1021: *Standard for Fire Officer Professional Qualifications*
 - Validate rank structure for integration into County NIMS/ICS model.
- NFPA 1720 *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Volunteer Fire Departments*

OCEAN RESCUE

GEAR & EQUIPMENT

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

BEACH & WATER CONDITIONS

- Water quality for Phil Foster Park listed as “Good” with adjacent waters (Riviera Beach & Palm Beach listed as “Good” at the time of this report.

OFFICE OF EMERGENCY MANAGEMENT

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



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION

TOWN OF PALM BEACH SHORES

DEPARTMENT OF EMERGENCY SERVICES

21 November 2022 – 08 December 2022

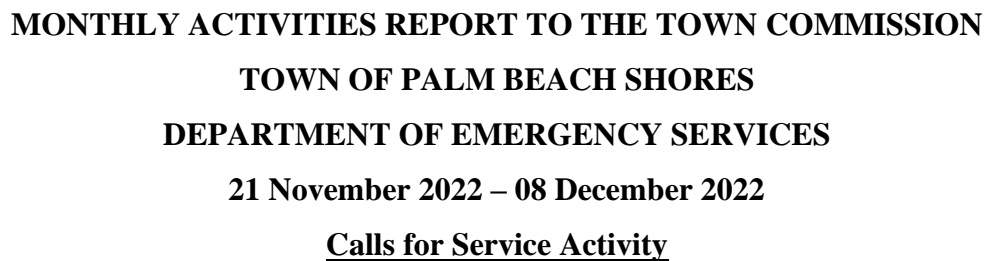
- Complies and aligns with 27P-6.0023, Florida Administrative Code, County Comprehensive Emergency Management Plans (CEMP) and County Emergency Management Programs
- Facilitate grant opportunities and streamline FEMA reimbursement efforts.
- Community Emergency Supply Program – Operational.

Continuity of Operations Plan (COOP): - Ongoing

- Purpose and Scope: The COOP enables organizations to continue their Essential Functions (EF's) across a wide spectrum of emergencies. This Plan applies to the functions, operations, and resources necessary to ensure the continuation of the Town's Essential Functions, in the event its normal operations at Town Hall or Town facilities are disrupted or threatened with disruption. This Plan applies to all Town personnel and contractors vital to daily operations. Palm Beach Shores staff must be familiar with Continuity policies and procedures and their respective Continuity roles and responsibilities. This Continuity Plan ensures the Town of Palm Beach Shores is capable of conducting its essential missions and functions under all threats and conditions, with or without warning, including natural and manmade disasters, technological emergencies, and military or terrorist attack-related incidents.
- Based on a vulnerability assessment which identifies capabilities, limitations, and potential threats.
- Identify and address any potential critical points of failure.

Incident Action Plans (IAP's): – As-Needed

- Purpose and Scope: Provides a recognized template to establish control objectives and communicate critical information during planned and unforeseen events and emergencies.
- Response strategies and operational goals for operational periods are regularly updated.



OCEAN RESCUE (November 2022)	Rescue Report	Rescues: 00	Assists: 00	Vessel Assists: 00
	Prevention & Education	Contacts: 360		
	Beach Usage	Guarded Area: 8,380	Total: 24,145	Inlet: 17,545
	First Aid Provided	Occurrences (Minor): 41		

FORMAL TRAINING & DRILLS	DATE	TIME	LOCATION	TYPE			NATURE	STAFFING	NOTES
				FIRE	RESCUE	EMS			
	22 Nov 2022	18:30	90 Edwards	X	X	X	Thermal Imaging	10	Classroom Hands-On
	29 Nov 2022	18:30	247 Edwards	X			Hi-Rise Firefighting Introduction	10	Classroom
	Formal Training Drills –02								
	Personnel Participation – 20								
	Personnel Training Hours –60								



Public Works Department

Item #: 5 b 3.

Monthly Status Report

December 2022

Community Center:

1. The Project concerning the Kitchen Remodel on the 2nd floor is on hold due to further discussions.
2. The repairs to the 1st floor Men and Women's bathrooms are underway with a start date Thursday, September 22, 2022. The framing inspection scheduled for Thursday, October 20, 2022. The Framing Inspection and the Concrete Board was Inspected and approved. The Tile Installation is scheduled for Wednesday, December 7, 2022. The Men and Women's bathroom project completion date is Thursday, December 22, 2022.
3. The new Led Spotlights were installed in the exterior stairwell of the north 1st and 2nd floor landing on Friday, December 2, 2022. This will improve the area of safety concerns for exterior lighting.
4. The projects listed is funded through the approved budget and Donations.

Grounds & Parks:

1. Scheduling to install concrete slabs under the Parkway benches due to safety concerns. The concrete slabs will replace the existing individual square pavers creating an uneven surface and trip hazards. There is a total of 37 concrete slabs to be installed. This project will be performed by the Public Works Staff.
2. Scheduling to pressure wash the Parkway sidewalk, bricks, and park benches.
3. Scheduling to convert all the Irrigation mechanical time clock controllers and zone valves to digital located along the Parkway. There is a total of 5 stations to be converted. This will improve water consumption and maintenance costs. The work will be completed by the Public Works Department staff.
4. Renovations required to the Parkway Fountain, new plumbing, electrical, stucco repairs, and Painting. Project still ongoing due to waiting on materials and additional projects as assigned.
5. Staff Recommendations for the new Landscaping Contractor Foliage Concepts of Florida was approved by the Commissioners and Mayor at the November 28, 2022, Commission Meeting. BrightView Termination Date is December 16, 2022, at that time Foliage Concepts contract will be executed according to the Bid Specifications.
6. Inlet Park, Hurricane Nicole Storm cleanup is underway the Town Contracted with Phillips & Jorden to complete the cleanup. The start date was Thursday, November 17, 2022, the projected completion

date is December 9, 2022, due to Holidays and weather conditions. The Inlet Park will be opened to visitors when all the cleanup and restorations have been completed.

7. The projects listed is funded through the approved general and capital budget.

Streets:

1. Performed Maintenance and Inspection on Monday, November 21, 2022, on the Lake Drive and Bamboo Road Tidal Valve. The integrity and operation of the Tidal Valve During Hurricane Nicole was compromised and failed allowing salt water to overflow out of the streets storm grates and flooding the streets intersection of Lake Drive and Bamboo Road. The representative from Walpro Valves was onsite with his dive team to inspect the valve and to determine the possible failure of the mechanism. They will send me the report of the possible findings ASAP.
2. Scheduling to repair the Sewer Manhole spacer ring to secure the Manhole Lid located on Linda Lane in the 300 block. The repairs are required due to Heavy Traffic and Road surface change. Waiting for contractors' availability.
3. The Street Light Located in the 200 block of Tacoma Lane was struct by a vehicle causing damage beyond repairs the Street Light will require replacement. I am in contact With Electrical Contractor CR Dunn to locate a similar Street Light Pole for Installation. This is the second Street Light Pole requiring replacement in the 200 block of Tacoma Lane on the South side of the street due to vehicle damage.
4. The projects listed is funded through the approved general budget.

Lift Stations:

1. Scheduling to reline the streets sewer manholes in various locations. Waiting on contractors' availability.
2. The Lake Drive lift station #01 North Pump is out of service and requires replacement. The New Pump was installed Tuesday, December 6, 2022, the contractor for installation is Flygt Pumps. This is a piggyback contract.
3. The Ocean Ave Lift Station #02 Emergency Generator requires a new radiator and hoses. TAW is performing the repairs as per the maintenance contract. The repairs were completed on Wednesday, November 30, 2022.
4. The projects listed is funded through the approved general and capital budget.

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

1. Scheduling to install the new weathervane on the Town Hall Copula and paint the Copula roof.
2. Scheduling to clean the Town Hall roof tiles and Gazebo roof tiles as per code.
2. The projects listed is funded through the approved general budget.

Capital Projects For 2021-2022:

1. Community Center Replace 1st floor fireproof metal doors: **Public Works Repaired.**
2. Community Center Replace 2nd floor east balcony awning: **Completed / Contractor.**
3. Paint Exterior of Town Hall, Police, and Fire Bay: **Public Works performed the work. Town Hall is completed. Police and Fire Bay is completed.**
4. Town Hall new Fire Alarm monitoring system: **Receiving Estimates / Contractor.**

5. Inlet Park, Parkway, Beach, and town streets replace concrete trash cans: **Has been Delivered**
6. Inlet Park and Beach replace concrete benches: **Benches Installed.**
7. Streets New Storm grates and concrete aprons: **In progress / Public Works to perform the work. Storm Grates are installed.**
8. Lift station #01 Lake Drive replace wet well riser pipes and pump base plates: **Contractor / Completed Project.**

Training / Certificates:

1. Continuing Education in Florida Stormwater Erosion and Sedimentation Control. No cost to the Town.
2. OSHA'S Model Training Program for multiple certifications & continuing education credits. No cost to the Town.
3. Safety Meeting scheduled for Tuesday, December 13, 2022, Public Works Safety Officer (Public Works Director).
4. Lift Stations Pumps and Valves training by PSI Technologies. No cost to the Town.

Updates:

1. AT&T Project.
2. Watermain Project.
3. Beach Bathrooms Renovations.
4. Hurricane Nichole Inlet Park Restoration.

TOWN CLERK'S REPORT
November 2022 Statistics
December 12, 2022, Commission Meeting

Building Department Information	<p>November 2022: Total Permits issued: 20 Total Permit Fees Paid: \$ 24,478.71</p> <p>Reminder: Working without a permit will result in a stop work order and a charge of 4 times the permit fee. Unsure if you need a permit, call the Building Department, and we'll be glad to help you.</p>
Code Compliance	<p>Correction: Last month we incorrectly reported 309 Tacoma Lane, this is an incorrect address, there were/are no violations at this location. Our apologies to the homeowners for any inconvenience it has caused.</p> <p>The following is a count of properties that had Code Enforcement violations from November 22, 2022 - December 7, 2022.</p> <ul style="list-style-type: none"> Code Violation: Sec. 38-9. – Collections times; notice. Yard debris, bulk and trash/garbage being placed out for pickup days before the scheduled pickup date. 2 Closed. 0 Open. Code Violation: Sec. 18-329. – Property Maintenance. 2 Closed. 1 Open. 176 Lake Drive Code Violation: Sec. 14-106. Florida Building Code (Structural Engineering Report for the condition of the building) 0 Closed. 1 Open. 320 Inlet Way Code Violation: Sec. 14-106. Florida Building Code (Work without a permit) 0 Closed. 1 Open. 115 Inlet Way Code Violation: Sec. 78-79 Landscaping Maintenance 3 Closed 1 Open 129 Linda Lane Code Violation: Sec. 42-41. Noise Disturbances. 0 Closed. 1 Open. 181 Ocean Ave Code Violation: Pf. 12 12. Portable Storage Units without a permit. 1 Closed. 0 Open. Code Violation: Sec 38-3 Trash containers location. 1 Closed 0 Open Total Amount of Cases created that are closed from 11/22/2022 - 12/7/2022: 9 Total Amount of Cases created that are still open from 11/22/2022 - 12/7/2022: 5 Total count of Cases 11/22/2022 - 12/7/2022: 14 Notice of Violation Sent: 181 Ocean Ave – Noise Disturbances Special Magistrate: 320 Inlet Way – (Upcoming Date 12/20/22) Property Maintenance. 115 Inlet Way – (Upcoming Date 12/20/22) Work without a permit.
TOWN HALL Upcoming Meetings and Important Dates Additional Information	<ul style="list-style-type: none"> Meetings: December 12, 2022 Commission Meeting at 7 pm <ul style="list-style-type: none"> Please note there will be only one meeting in December due to the Holidays December 21, 2022 P&Z Meeting Town Hall is Closed December 23 & December 26th. Happy Holidays to all !!

ORDINANCE NO. O-4-22

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING CHAPTER 78. VEGETATION. AT ARTICLE III. LANDSCAPING., SECTION 78-77.1. – DESIGN GUIDELINES. TO REQUIRE ADDITIONAL LANDSCAPING TO BE PLACED AT FIFTEEN FOOT INTERVALS AGAINST LONGER EXPANSES OF BUILDING WALLS WITH LITTLE ARCHITECTURAL DETAIL AND NO REQUIRED PRIVACY SCREENING TREES TO BREAK UP THE WALLS FOR MULTI-STORY STRUCTURES IN ALL ZONING DISTRICTS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 78 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, currently Section 78-77.1(d) of the Town Code requires the installation of landscaping for multi-story structures in Zoning Districts A and B to provide adequate privacy screening for windows located on higher stories to screen views to adjacent properties; and

WHEREAS, there are no current regulations to require landscaping for multi-story structures where no windows are present and no privacy screening is required; and

WHEREAS, with the prevalence of redevelopment in Town to include the construction of larger two-story residential structures, there is a need to revise the Town Code to increase the landscaping requirements for these and other multi-story structures to ensure that adequate landscaping is installed to soften larger walls with minimal architectural features; and

WHEREAS, the Town Commission of the Town of Palm Beach Shores believes these amendments to the Town's Zoning Code are in the best interest of the health, safety and welfare of the Town, its citizens, and all those doing business with the Town.

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

Section 1: Chapter 78. Vegetation. of the Code of Ordinances of the Town of Palm Beach Shores is hereby amended at Article III. Requirements., Section 78-77.1. – Design Guidelines. to require additional landscaping to be placed at fifteen-foot intervals against longer expanses of building walls with little architectural detail and no required

privacy screen trees to break up the walls; providing that Section 78-77.1 shall hereafter read as follows:

Sec. 78-77.1. - Design guidelines.

- (a) *Foundation plantings.* Foundation plantings for all new construction are required on any side of a building that fronts on a street. Required foundation plantings should conceal the building foundation, should accentuate and beautify the front facade and should be a minimum of three feet in height at maturity.
- (b) *Front yard trees.* For all new development projects and new landscape plans, a minimum of three trees that comply with the requirements of article IV hereinbelow shall be required in the front yard. The minimum height of such required trees when planted shall be 75 percent of the beam height of the principal building. The minimum spread of such required trees when planted shall be 40 percent of the required tree height. In addition, three palm trees per platted lot shall be required to be planted in the ten-foot strip of town property a distance of four feet from the edge of pavement on all east-west roads in the town. Permitted palm tree species include Foxtail, Coconut, Queen, Triangle, Christmas, Date, Fishtail, Royal, Sago, or any other species specifically approved by the planning and zoning board as part of its architectural and aesthetic review.
- (c) *Multi-story structures, softening of walls.* For multi-story structures in zoning districts A and B, a canopy or palm tree shall be planted at an interval of one (1) tree every fifteen (15) feet along expanses of blank wall over ten (10) feet in length to create a softening effect for walls or sections of walls with minimal architectural detail and which do not contain trees to provide privacy screening as required by paragraphs (e) and (f) below. Such trees shall have an overall installed height of no less than 75 percent of the beam height of the principal building. Additionally, palm trees must have a minimum of eight feet of clear wood when installed.
- (d)(e) *Landscape buffering of equipment.* For all new development projects, central air conditioning equipment, swimming pool equipment, emergency electrical generators, and outdoor trash containers located in accordance with the town's

Zoning Ordinance and other applicable codes shall be sight screened with appropriate landscaping material.

~~(e)(d)~~ *Privacy screens, applicability.* In zoning districts A and B, all new development projects located on non-waterfront properties shall be subject to the privacy screen requirements set forth in paragraph ~~(f)(e)~~ below. In zoning district B, the following shall also trigger the applicability of the privacy screen requirements set forth in paragraph ~~(f)(e)~~ below:

(1) Any activity or activities upon the lot over time requiring a permit or permits from the town pertaining to improvements that cumulatively amount to expenditures of money in excess of \$50,000.00.

(2) Any change in use of the property.

~~(f)(e)~~ *Privacy screens, requirements.* Rear and side yard privacy screens are permitted, but not required with single story principal buildings. When the principal building is a two-story building rear and side yard privacy screens are required. Such privacy screens should generally be of sufficient height and density to screen the line of sight from second story balconies and windows into neighboring properties, however, the minimum height of trees utilized for rear yard privacy screens when planted shall be no less than 75 percent of the roof height of the principal building. As part of the architectural and aesthetic review pursuant to section 14-86, the planning and zoning board shall ensure that these requirements are met and that the privacy of properties adjacent to two-story buildings is protected. No trees shall be permitted to grow into overhead utility lines.

Section 2: Each and every other section and subsection of Chapter 78. Vegetation. shall remain in full force and effect as previously adopted.

Section 3: All ordinances or parts of ordinances in conflict 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 this Ordinance.

Section 6: This Ordinance shall take effect immediately upon passage.

FIRST READING this ____ day of September, 2022.

SECOND AND FINAL READING this ____ day of October, 2022.

TOWN OF PALM BEACH SHORES

Alan Fiers, Mayor

ATTEST:

Jude Goudreau, Town Clerk

(Seal)

Approved as to form and legal sufficiency.

Keith Davis, Town Attorney

PROCLAMATION

ARBOR DAY

- WHEREAS,** in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- WHEREAS,** this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- WHEREAS,** Arbor Day is now observed throughout the nation and world, and
- WHEREAS,** trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and increase property values.
- WHEREAS,** trees, wherever they are planted, are a source of joy and spiritual renewal, and
- WHEREAS,** through the dedication and hard work of former Mayor Tom Chilcote and the Environmental Committee this town has been a Tree City since 1991.
- NOW, THEREFORE,** I Alan Fiers, Mayor of the Town of Palm Beach Shores, do proclaim That on March 18, 2022 Arbor was recognized In the Town of Palm Beach Shores, and I urge all citizens to support efforts to protect our trees and woodlands and to get involved with projects like Arbor Day, and
- WHEREAS,** The Town of Palm Beach Shores will annually recognized Arbor Day.
- FURTHER,** I urge all citizens to plant trees to gladden the hearts and promote the well being of present and future generations.
- DATE:** this December 12, 2022.

Alan Fiers, Mayor

ATTEST:

Jude M. Goudreau, Town Clerk



Town of Palm Beach Shores
Commission Meeting
December 12, 2022

DISCUSSION ITEM – PROPOSED IMPROVEMENTS TO WEST END OF INLET PARK

Following the recommendations of the Ad Hoc Committee, Town Staff walked the property in consideration to determine the route forward. Town Staff consisted of Mayor Alan Fiers, Public Works Director Alan Welch, and P&Z Chairman Jerry Cohn. They provided their ideas to the Town Engineer, Rob Rennebaum, to draw a conceptual plan. Option A is that plan.

Here is the narrative from the Town Engineer about these plans:

A Town of Palm Beach Shores Commission agenda item for Monday December 12th is a discussion of Inlet Park. The scope of the discussion is the existing Inlet Park improvements at the far westerly terminus, essentially adjacent to the westerly three properties, listed from east to west as follows:

1. Inlet View Apartments, 318 Inlet Way
2. The Romaine, 320 Inlet Way
3. The Anchorage, 340 Inlet Way

The existing Inlet Park improvements consist of an asphalt multi-purpose path, pedestal lighting, benches, miscellaneous landscaping including palm trees, hedges, bushes and groundcovers, as well as a Sunset Pavilion. The park is “linear” in that it parallels the inlet, bounded on the south by the inlet itself, and on the north (at the westerly terminus) by a block wall and hedge. The existing hedge and wall create a clear northerly boundary of the Inlet Park, however it is important to note that the Town property extends well northerly past the wall and hedge (approximately 100') to the southerly property lines of the three properties listed above.

There has been a growing inquiry from Town residents regarding the potential to expand the existing Inlet Park improvements to the north. Based on this inquiry, two options have been created:

1. Option “A”: Remove the existing wall and landscaping at the far west portion of Inlet Park (adjacent to The Anchorage), and reconstruct it further north to expand and maximize the park area. The limits of the wall relocation would be from the common property line between The Anchorage and The Romaine, extending north, then curving northwesterly to The Anchorage south property line, then westerly to the park terminus. Following the reconstruction of the wall, the new area created would be filled and sodded to create an expanded park.
2. Option “B”: Same as Option “A”, however the new wall location would be located somewhat south of Option “A”.



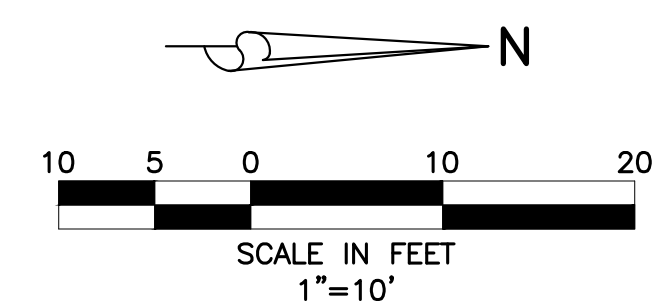
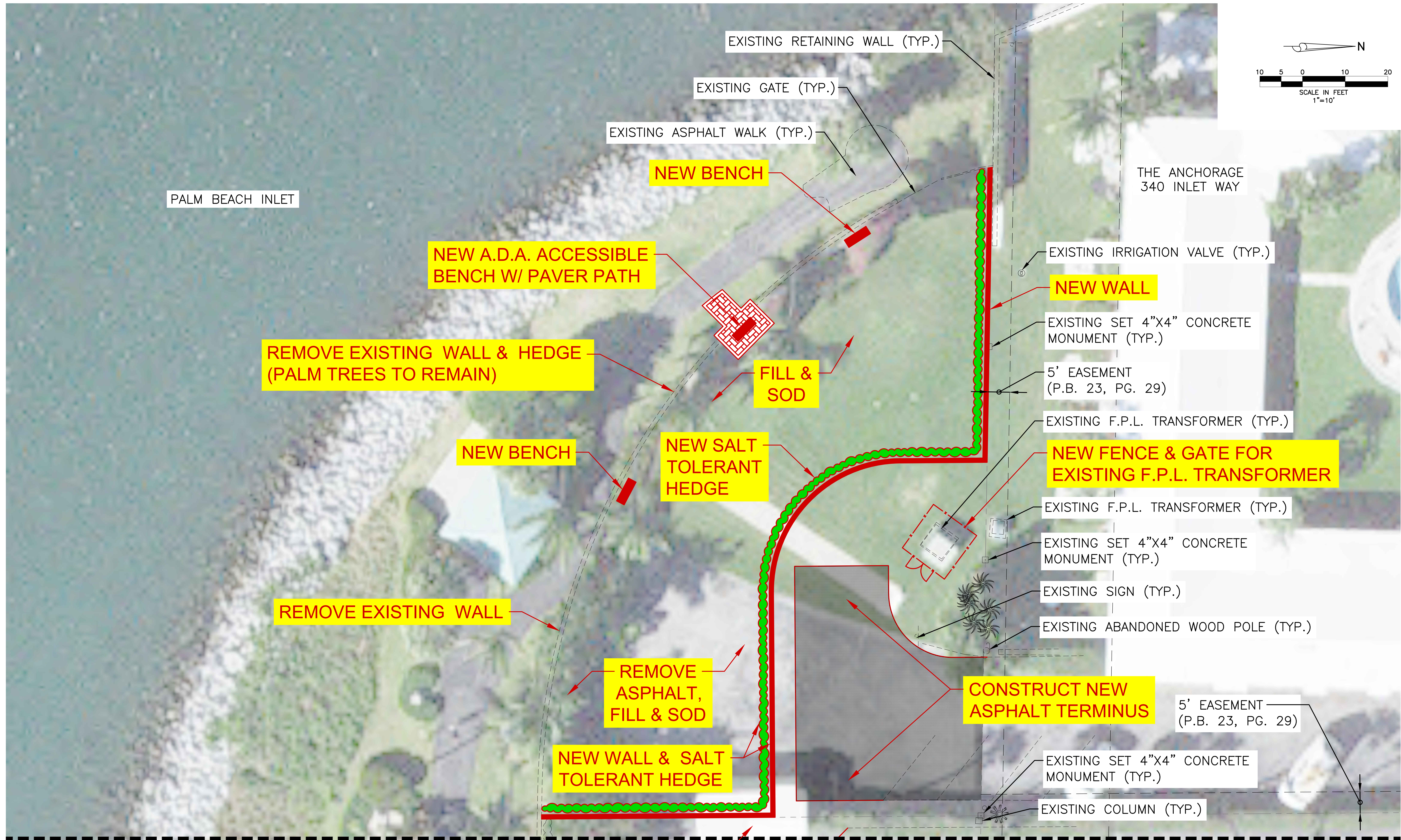
Town of Palm Beach Shores
Commission Meeting
December 12, 2022

It should be noted that both options require the construction of a new wall, backfilling of the existing low yard area, and sodding to create an expanded park area, level with the existing park improvements. Both options also require the modification of The Anchorage southerly driveway terminus, and the removal of the southerly paved interconnection between The Anchorage and The Romaine.

Once the limits of the park expansion are determined, additional design options may be discussed, such as the following elements:

1. Landscaping, salt tolerant hedges, additional palms and groundcovers
2. Benches, both ADA accessible with paver access, and non-ADA benches in the sodded areas adjacent to the asphalt path, similar to existing
3. Bike racks
4. Paver amenity pads for picnic table(s) or other amenities

Graphic representations of both options have been created for discussion purposes.




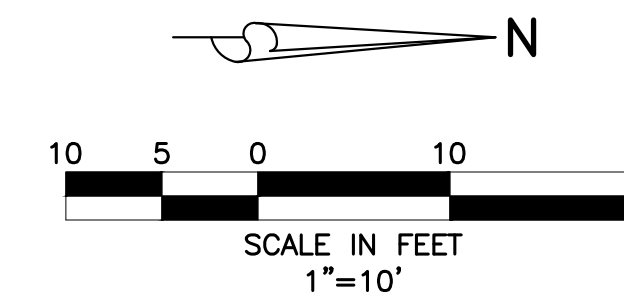
MATCH LINE SEE SHEET 2

MATCH LINE SEE SHEET 2

OPTION "A" 12/8/2022

REMOVE STORAGE BUILDING

		<div> SIMMONS & WHITE <small>ENGINEERING PLANNING CONSULTING SINCE 1982</small> <small>2581 Metrocentre Blvd West • Suite 100 • West Palm Beach, Florida 33407 • (561) 478-7848</small></div>				TOWN OF PALM BEACH SHORES INLET PARK SECTION 34, TOWNSHIP 42S., RANGE 43E. TOWN OF PALM BEACH SHORES, FLORIDA SITE PLAN			
REVISIONS		DESIGN R.R.	DRAWN R.W.	CHECKED	APPROVED	DATE	JOB NO. 22-002	DRAWING NO. 22002SP01	SHEET 1 OF 2



EXISTING INLET (TO REMAIN)

EXISTING WALL (TO REMAIN)

EXISTING HEDGES (TO REMAIN)

**SAWCUT
EXISTING
PAVEMENT**EXISTING DRIVE &
PARKING (TO REMAIN)

EXISTING BBQ (TYP.)

EXISTING BENCH (TYP.)

EXISTING 1" P.V.C. (TYP.)

EXISTING SHUFFLEBOARD
COURTS (TYP.)ROMAINE INC.
320 INLET WAY

EXISTING 1" P.V.C. (TYP.)

EXISTING BENCH (TYP.)

EXISTING FLAG POLE (TYP.)

EXISTING IRRIGATION
VALVE (TYP.)INLET VIEW APARTMENTS
318 INLET WAY**EXISTING HEDGES TO BE
MAINTAINED AT 6' MAX.
HEIGHT IN ACCORDANCE
W/ TOWN STANDARDS**

POOL

POOL
CABANA

PALM BEACH SHORES

PALM BEACH INLET

EXISTING 1' CONCRETE WALL (TYP.)

EXISTING COMMUNICATION BOX (TYP.)

EXISTING ABANDONED WOOD POLE (TYP.)

**REMOVE EXISTING
GROUND COVER/BUSHES & SOD
(PALM TREES TO REMAIN)****CONSTRUCT NEW PAVER
PATH & 10'X10' PAD FOR
AMENITY (TABLE/SEATING)****EXISTING PAVER WALKWAY
& GROUND COVER
(TO BE REMOVED & SODDED)****PROJECT LIMIT (EAST R
INLET VIEW APARTMENT)****OPTION "A"** 12/8/2022TOWN OF PALM BEACH SHORES INLET PARK
SECTION 34, TOWNSHIP 42S., RANGE 43E.
TOWN OF PALM BEACH SHORES, FLORIDA
SITE PLAN**SIMMONS & WHITE**
ENGINEERING | PLANNING | CONSULTING | SINCE 1982

2581 Metrocentre Blvd West • Suite 100 • West Palm Beach, Florida 33407 • (561) 478-7848

REVISIONS

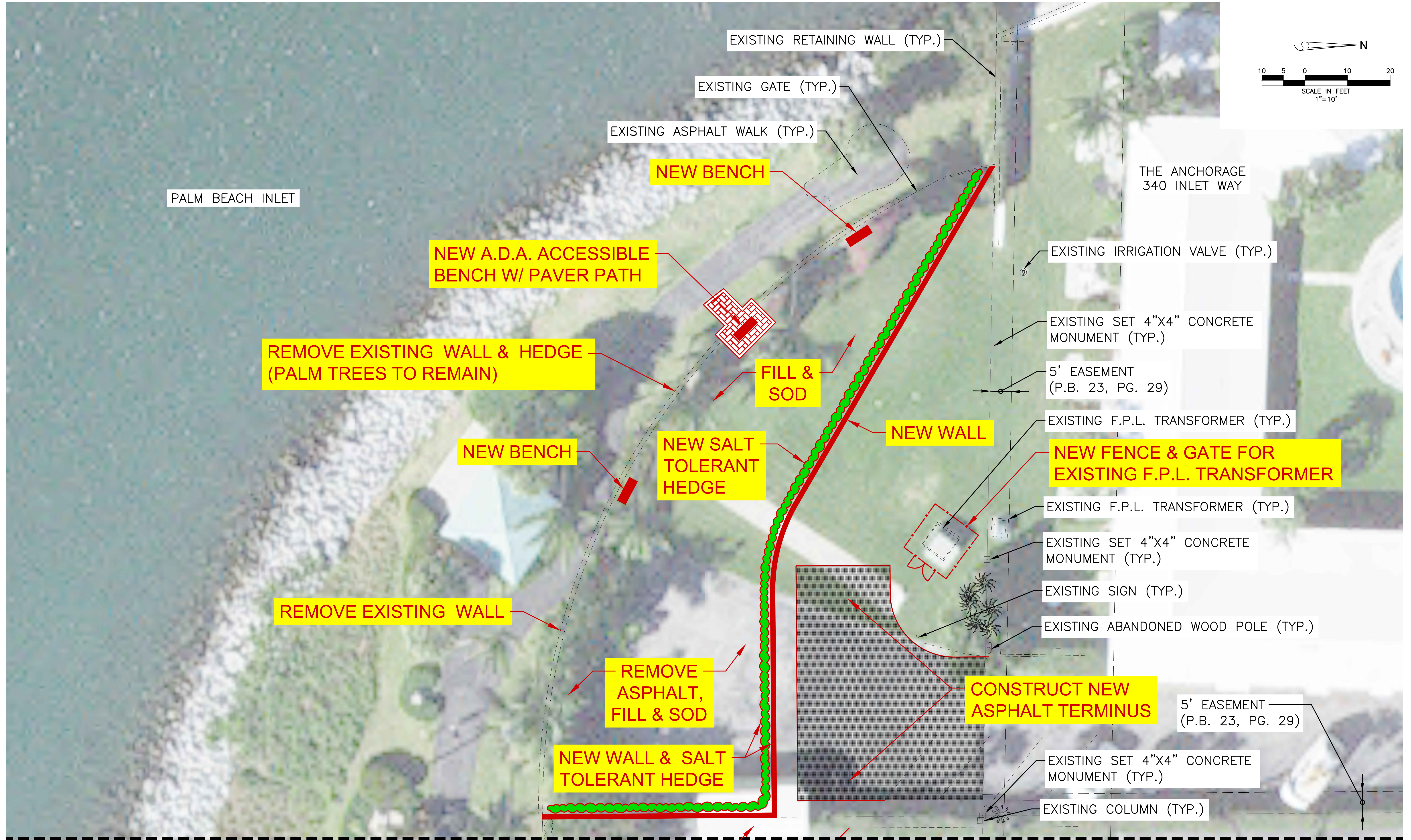
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R.R.DRAWN
R.W.

CHECKED

APPROVED

DATE

JOB NO.
22-002DRAWING NO.
22002SP01SHEET
2 OF 2



MATCH LINE SEE SHEET 2

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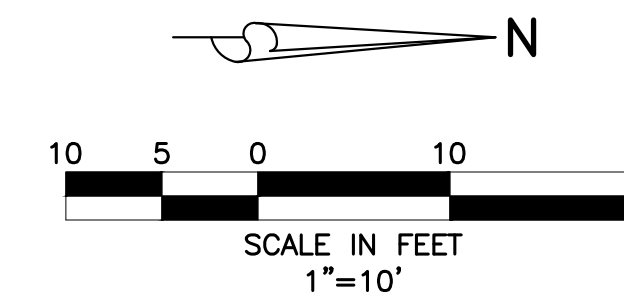
OPTION "B" 12/8/2022

REMOVE STORAGE BUILDING

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MATCH LINE SEE SHEET 1

MATCH LINE SEE SHEET 1



EXISTING INLET (TO REMAIN)

EXISTING WALL (TO REMAIN)

EXISTING HEDGES (TO REMAIN)

SAWCUT EXISTING PAVEMENT

EXIS
PARKIN

EXISTING BBQ (TYP.)

EXISTING BENCH (TYP.)

EXISTING 1" P.V.C. (TYP.)

EXISTING SHUFFLEBOARD
COURTS (TYP.)

ROMAINE INC.
320 INLET WAY

EXISTING 1" P.V.C. (TYP.)

EXISTING BENCH (TYP.)

EXISTING FLAG POLE (TYP.)

EXISTING IRRIGATION
VALVE (TYP.)

INLET VIEW APARTMENTS
318 INLET WAY

EXISTING HEDGES TO BE
MAINTAINED AT 6' MAX.
HEIGHT IN ACCORDANCE
W/ TOWN STANDARDS

POOL

POOL
CABANA

PALM BEACH SHORES

PALM BEACH INLET

EXISTING 1' CONCRETE WALL (TYP.)

EXISTING COMMUNICATION BOX (TYP.)

EXISTING ABANDONED WOOD POLE (TYP.)

REMOVE EXISTING
GROUND COVER/BUSHES & SOD
(PALM TREES TO REMAIN)

CONSTRUCT NEW PAVER
PATH & 10'X10' PAD FOR
AMENITY (TABLE/SEATING)

EXISTING PAVER WALKWAY
& GROUND COVER
(TO BE REMOVED & SODDED)

OPTION "B" 12/8/2022

TOWN OF PALM BEACH SHORES INLET PARK
SECTION 34, TOWNSHIP 42S., RANGE 43E.
TOWN OF PALM BEACH SHORES, FLORIDA
SITE PLAN

SIMMONS & WHITE
ENGINEERING | PLANNING | CONSULTING | SINCE 1982

2581 Metrocentre Blvd West • Suite 100 • West Palm Beach, Florida 33407 • (561) 478-7848

REVISIONS

DESIGN
R.R.

DRAWN
R.W.

CHECKED

APPROVED

DATE

JOB NO.
22-002

DRAWING NO.
22002SP01

SHEET
2 OF 2