

Monday, July 25, 2022, 7 pm
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 MAY BE CONDUCTED USING COMMUNICATION MEDIA TECHNOLOGY

Join information

link:

<https://townofpalmbeachshores.my.webex.com/townofpalmbeachshores.my/j.php?MTID=m452413195b5324601bcfe33298f48ea5> **Meeting number: 2633 922 7235** **Password: 1125**
+1-408-418-9388 United States Toll **Access code: 2633 922 7235**

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, June 27, 2022

4) DEPARTMENT AND BOARD REPORTS

- o **Financial Report:** June 2022
- o **Staff Reports:**
- o Sheriff's Department
 - Introducing Paw Patrol Program
- o Fire Department
- o Public Works
 - Update on Water Main Project
 - Update on Underground Utilities Project
- o Town Clerk
- o Planning and Zoning Chairman
- o Town Attorney

5) COMMISSION REPORTS

6) OTHER BUSINESS

- o Vote on millage rates and first public budget hearing date/time/location.
- o Law Enforcement Service Agreement, 3rd Addendum.
- o Resilient Florida Grant

7) **DISCUSSION ITEMS:**

- Presentation by Alan Welch on the sand accumulation at the Town's stormwater outflow pipes
- Community Center Vendor, Special Event Resources.

8) **PUBLIC COMMENTS** (please state your name for the record)

9) **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, June 27, 2022, 7:00 pm.
Regular Commission Meeting.



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

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 7:01 pm.

Pledge of Allegiance.

Roll Call: Town Clerk Jude Goudreau called the roll, and those present were Mayor Alan Fiers, Vice Mayor Scott McCrannels, Commissioner Janet Kortenhaus, Commissioner Tracy Larcher (via Webex), Commissioner Brian Tyler, and Town Administrator Wendy Wells.

Also in attendance were: PBSO Sgt. Steve Langevin, Public Works Director Alan Welch, and Town Attorney Keith Davis.

APPROVAL OF MEETING AGENDA

Motion: Commissioner Brian Tyler made a motion to approve the Meeting agenda as amended.

Second: Commissioner Janet Kortenhaus seconded the Motion.

Vote: Motion passed unanimously.

APPROVAL OF CONSENT AGENDA

Commission Meeting Minutes, May 23, 2022

Special Magistrate Agreement

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

Second: Commissioner Brian Tyler seconded the Motion.

Vote: Motion passed unanimously.

PRESENTATION

Terry Morton, CPA, from Nowlen, Holt & Miner, PA, presented the Audited Financial Statements for the year ending September 20, 2021. Mr. Morton distributed hard copies of the Audit to Commissioners and Mrs. Wells. Mr. Morton said the Audit was clean and unmodified. Next year there will be new standards in place, and easier to read. Mr. Morton highlighted the key facts; the Managers Letter and Internal Controls have no comments. Commission had no questions or comments.

DEPARTMENT AND BOARD REPORTS

Financial Reports: Town Administrator Wendy Wells presented the Monthly Financial Report for the Month of May. Mrs. Wells answered the Commissioner's questions.

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

Second: Commissioner Tracy Larcher seconded the Motion.

Vote: Motion passed unanimously.

a) Staff Reports:

- **Sheriff's Department:** Sgt. Langevin announced the passing of former Police Chief Roger Wille. Town Flags will fly at half staff on the day of his funeral. Sgt. Langevin recapped last month's statistics and provided details on an incident that occurred at the Channel House. A subject was taken into custody after an encounter with deputies. The subject's lease will terminate at the end of July, and the owners will not renew. Sgt. Langevin requested an additional 3 CCTV cameras totaling \$50,000.00; he will keep the Town informed on the progress of the request. Sgt. Langevin answered Commissioner's questions regarding the incidents and cameras.
- **Fire Department:** Chief Steedman was absent from the meeting; Town Administrator Wendy Wells updated the Commission on the sale of the old fire engine and the arrival of the new fire engine. She also said that there is an informal group of citizens that are trying to fundraise to fill the gap between what we expected to sell the old fire truck for and what we received. Commissioner Kortenhaus also said there will be a housing ceremony soon; she is working on this with the Chief.
- **Public Works:** Director Welch reiterated his monthly report and updated current projects. Public Works has been able to do a lot of projects in-house compared to sending it out for repairs or hiring outside companies, resulting in a savings for the Town. Recently they were able to repair the fireproof metal doors at the community center. Mr. Welch received three quotes for the second-floor balcony awnings; they will be moving forward with that project. AT&T is working on finishing the installation of cable; they are still waiting for the cable to be delivered. The water main project is moving along, and there should be equipment in place this coming week. They will start on Lake and work south to Inlet. They are trenching the southbound lane only; they are doing approximately two hundred feet a day. All the businesses have been notified of the work and will all remain open during the project. There was a brief discussion between Commission and the Director regarding the road paving project that will start after the AT&T Project is complete. We will begin to obtain information and quotes.
See Director Welch's full report attached to the agenda packet. Mr. Welch reminded our residents to call him directly with any questions or concerns.
- **Town Clerk:** No Report.
- **Planning and Zoning Chairman:** No Report.
- **Town Attorney:** No Report

COMMISSION REPORTS

Mayor's Updates:

- Mayor Fiers

OTHER BUSINESS

- **Vote:** Mr. Lugi Pace from Waste Management (WM) was present and gave a few key points and a brief recap of the Waste Management Contract Extension. A rate change represents salary adjustments and benefits increases to incentivize employees to work. Due to the rising Inflation across the board from vehicles and equipment shortages, they have asked for a rate increase.
Motion: Commissioner Kortenhaus made a motion to approve the contract extension.
Second: Commissioner Tyler seconded the Motion.
Vote: all in favor.

- Consider adding Juneteenth as a Town Holiday. Mayor Fiers said that The Federal Government has recently recognized Juneteenth as a holiday. After a discussion regarding how many paid holidays the Town offers versus how many the State and Federal Government offer. The Federal level recognizes eleven paid holidays, and the State recognizes nine. The Town recognizes eleven and a floating holiday. By Consensus Commission feels the Town should model closest to the State Level. Employees wishing to take the day off may use the floating holiday granted. Mayor Fiers feels we should recognize this day and possibly take away the floating day. He would like staff to reevaluate the holiday schedule and report back at a future workshop.

RESOLUTIONS:

RESOLUTION NO. R-8-22

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, FILLING A VACANCY IN THE RECENTLY CREATED AD HOC COMMITTEE ON INLET PARK ENCROACHMENTS; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Discussion: The Resolution was created based on the resignation of one of the members. This Resolution appoints John Peterson as the 5th member of the Committee.

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

Second: Commissioner Larcher seconded the Motion.

Vote: Motion passed all in favor.

ORDINANCES:

ORDINANCE NO O-04-22 First Reading:

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 THE INSTALLATION OF ADDITIONAL LANDSCAPING PLACED INTERMITTENTLY AGAINST LONGER EXPANSES OF BUILDING WALLS WITH LITTLE ARCHITECTURAL DETAIL 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.

Discussion: Attorney Davis read by title only the Ordinance. After a discussion regarding the language in the Ordinance, Commission would like it revisited by the P&Z Board to define the terms more specifically. The Mayor will meet with the Chairman and discuss their concerns. This item was tabled for further discussion.

PUBLIC COMMENTS: None

ADJOURNMENT:

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

Second: Commissioner Brian Tyler seconded the Motion.
Vote: Motion passed unanimously.

The meeting was adjourned at 8:29 pm.

Approved this 25^h day of July 2022.

ATTEST:

Alan Fiers, Mayor

Jude M. Goudreau, Town Clerk
(Seal)

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

	CASH & INVESTMENTS		R E V E N U E			
			BUDGET	CURRENT	YEAR TO DATE	% OF BUDGET
9/30/2021	\$ 3,813,877		\$ 5,568,602	\$ 504,222	\$ 6,011,990	108%
10/31/2021	\$ 3,118,733		\$ 5,462,261	\$ 40,281	\$ 40,281	1%
11/30/2021	\$ 3,592,251		\$ 5,609,398	\$ 835,222	\$ 875,503	16%
12/31/2021	\$ 6,033,755		\$ 5,609,398	\$ 2,845,301	\$ 3,720,804	66%
1/31/2022	\$ 5,911,353		\$ 5,609,398	\$ 252,557	\$ 3,973,360	71%
2/28/2022	\$ 5,884,797		\$ 5,609,398	\$ 288,402	\$ 4,261,762	76%
3/31/2022	\$ 5,820,230		\$ 5,609,398	\$ 377,307	\$ 4,639,070	83%
4/30/2022	\$ 5,299,293		\$ 6,128,237	\$ 318,131	\$ 4,957,200	81%
5/31/2022	\$ 5,226,169		\$ 6,128,237	\$ 195,992	\$ 5,153,193	84%
6/30/2022	\$ 5,025,051		\$ 6,128,237	\$ 183,172	\$ 5,336,365	87%
6/30/2021	\$ 4,079,299		\$ 5,517,240	\$ 173,004	\$ 5,200,906	94%
7/31/2022						
8/31/2022						
9/30/2022						

	E X P E N D I T U R E S					
	BUDGET	DISBURSEMENTS	ACCRUALS	CURRENT EXP	YEAR TO DATE	% OF BUDGET
9/30/2021	\$ 5,568,602	\$ 215,098	\$ 150,667	\$ 365,766	\$ 5,288,460	95%
10/31/2021	\$ 5,462,261	\$ 808,352	\$ (164,056)	\$ 644,296	\$ 644,296	12%
11/30/2021	\$ 5,609,398	\$ 368,546	\$ (42,378)	\$ 326,168	\$ 970,464	17%
12/31/2021	\$ 5,609,398	\$ 380,179	\$ 47,452	\$ 427,631	\$ 1,398,095	25%
1/31/2022	\$ 5,609,398	\$ 377,709	\$ 17,590	\$ 395,298	\$ 1,793,394	32%
2/28/2022	\$ 5,609,398	\$ 332,598	\$ 10,700	\$ 343,298	\$ 2,136,692	38%
3/31/2022	\$ 5,609,398	\$ 319,981	\$ 234,325	\$ 554,306	\$ 2,690,998	48%
4/30/2022	\$ 6,128,237	\$ 536,195	\$ 99,928	\$ 636,123	\$ 3,327,121	54%
5/31/2022	\$ 6,128,237	\$ 309,332	\$ 40,549	\$ 349,881	\$ 3,677,003	60%
6/30/2022	\$ 6,128,237	\$ 332,598	\$ 83,859	\$ 416,457	\$ 4,093,459	67%
6/30/2021	\$ 5,517,240	\$ 356,393	\$ 36,154	\$ 392,547	\$ 4,107,638	74%
7/31/2022						
8/31/2022						
9/30/2022						

*Budget Amendment #1 was approved at the October 2021 Commission meeting.
Budget Amendment #2 was approved at the March 2022 Commission meeting.*

Town of Palm Beach Shores
Budget Summary Report
June 2022

			<i>Jun Benchmark</i>	<i>75.0%</i>
	BUDGET	YTD	Favorable(Unfav)	%
REVENUE				
Revenue (without appr'd F/B)	\$ 5,803,200.00	\$ 5,336,364.62	\$ (466,835.38)	92.0%
Appropriated Fund Balance	218,721.00	-	(218,721.00)	0.0%
Capital Lease Proceeds	106,316.00	-	(106,316.00)	0.0%
TOTAL REVENUE	\$ 6,128,237.00	\$ 5,336,364.62	\$ (791,872.38)	87.1%

EXPENDITURES BY DEPARTMENT	% of total			% of total		
Administration	\$ 484,562.00	8%	\$ 325,971.61	8%	\$ 158,590.39	67.3%
Legal	121,000.00	2%	75,767.40	2%	45,232.60	62.6%
Public Works	358,162.00	6%	285,683.74	7%	72,478.26	79.8%
Police	1,680,027.00	27%	1,400,492.80	34%	279,534.20	83.4%
Fire	709,718.00	12%	469,587.34	11%	240,130.66	66.2%
Building	279,962.00	5%	203,503.73	5%	76,458.27	72.7%
Emergency Disaster	-	0%	-	0%	-	0.0%
Solid Waste	209,250.00	3%	146,725.06	4%	62,524.94	70.1%
Legislative	18,562.00	0%	9,276.63	0%	9,285.37	50.0%
Streets/Storm Sewers	29,025.00	0%	18,590.19	0%	10,434.81	64.0%
Parks	217,024.00	4%	103,130.14	3%	113,893.86	47.5%
Beach	114,193.00	2%	68,587.94	2%	45,605.06	60.1%
Lift Stations/Sewer Service	42,975.00	1%	8,551.87	0%	34,423.13	19.9%
Contingencies	42,675.00	1%	-	0%	42,675.00	0.0%
Debt Service	495,855.00	8%	495,854.58	12%	0.42	100.0%
Emergency Medical Services	351,851.00	6%	263,243.01	6%	88,607.99	74.8%
Community Center	69,075.00	1%	69,634.64	2%	(559.64)	100.8%
Risk Management	110,231.00	2%	90,802.86	2%	19,428.14	82.4%
Capital	794,090.00	13%	58,055.90	1%	736,034.10	7.3%
TOTAL EXPENDITURES	\$ 6,128,237.00		\$ 4,093,459.44		\$ 2,034,777.56	66.8%

CHANGE IN FUND BALANCE	-	1,242,905.18	1,242,905.18
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Explanation of Variances:

Public Works - Costs for material to coat Town Hall float roof; chainsaw parts in anticipation of hurricane season; air rifle for iguana extermination; and additional overtime.

Police - this is timing, PBSO is paid monthly in advance.

Debt Service - both payments made 10/1/21 and 4/1/22.

Community Center - new electrical service for the new fans, more a/c repairs, BBQ parts, paint floor downstairs

Risk Management - We have paid 3 of 4 quarterly installments on the main policy. The other policies are paid.

Town of Palm Beach Shores
Disbursements - June 2022

Check #	Type	Date	Vendor	Name	Amount
3750	C	6/2/2022	556	Armchem International	\$ 974.65
3751	C	6/2/2022	861	BrightView Landscape Services, Inc.	\$ 7,277.08
3752	C	6/2/2022	13	City Maintenance Supply	\$ 1,749.26
3753	C	6/2/2022	981	CivicPlus	\$ 1,091.56
3754	C	6/2/2022	52	Comcast	\$ 42.45
3755	C	6/2/2022	107	Davis & Associates, P.A.	\$ 9,945.00
3756	C	6/2/2022	863	Diversified Building Department Management	\$ 10,198.75
3757	C	6/2/2022	746	Essential Net Solutions	\$ 1,398.99
3758	C	6/2/2022	89	Home Depot Credit Svcs	\$ 133.68
3759	C	6/2/2022	659	Image Janitorial Services, Inc.	\$ 2,050.00
3760	C	6/2/2022	910	Lake Park Auto & Fleet Repair	\$ 1,776.78
3761	C	6/2/2022	95	Lowes	\$ 933.60
3762	C	6/2/2022	682	Meyers Turf LLC	\$ 840.00
3763	C	6/2/2022	16	Palmdale Oil Company, Inc.	\$ 1,551.18
3764	C	6/2/2022	949	PB Chapter FGFOA	\$ 30.00
3765	C	6/2/2022	476	Performance Napa LLC	\$ 429.31
3766	C	6/2/2022	30	Poly Systems Company	\$ 476.00
3767	C	6/2/2022	881	South Central Planning & Development Commission	\$ 260.42
3768	C	6/2/2022	979	TAW	\$ 1,050.00
3769	C	6/9/2022	823	AT&T Mobility	\$ 34.99
3770	C	6/9/2022	823	AT&T Mobility	\$ 34.99
3771	C	6/9/2022	80	FL Public Utilities	\$ 167.72
3772	C	6/9/2022	886	Henry Schein, Inc.	\$ 5.15
3773	C	6/9/2022	90	Hulett Environmental Services	\$ 310.00
3774	C	6/9/2022	90	Hulett Environmental Services	\$ 341.00
3775	C	6/9/2022	90	Hulett Environmental Services	\$ 510.00
3776	C	6/9/2022	535	Humana Insurance	\$ 90.10
3777	C	6/9/2022	941	Jude M. Goudreau	\$ 307.32
3778	C	6/9/2022	917	Lancier Castro	\$ 81.38
3779	C	6/9/2022	405	Nelson Lopez	\$ 42.68
3780	C	6/9/2022	484	Shred-It, c/o Stericycle, Inc.	\$ 117.82
3781	C	6/9/2022	99	Torcivia, Donlon, Goddeau and Ansay, PA	\$ 185.00
3782	C	6/9/2022	100	Toshiba Business Solutions	\$ 369.11
3783	C	6/9/2022	100	Toshiba Business Solutions	\$ 202.50
3784	C	6/9/2022	101	Verizon Wireless	\$ 55.72
3785	C	6/9/2022	104	Waste Management	\$ 11,825.64
3787	C	6/16/2022	47	Board of County Commissioners	\$ 129.25
3788	C	6/16/2022	47	Board of County Commissioners	\$ 25.00
3789	C	6/16/2022	47	Board of County Commissioners	\$ 125.00
3790	C	6/16/2022	228	Channel Innovations Corp.	\$ 458.56
3791	C	6/16/2022	32	City of Riviera Beach	\$ 2,732.63
3792	C	6/16/2022	90	Hulett Environmental Services	\$ 825.00
3793	C	6/16/2022	679	Keehn Emergency Medical Services, Inc	\$ 1,500.00
3794	C	6/16/2022	917	Lancier Castro	\$ 167.22
3795	C	6/16/2022	405	Nelson Lopez	\$ 54.00
3796	C	6/16/2022	879	Orlando Rodriguez	\$ 382.01
3797	C	6/16/2022	858	Palm Beach County Sheriff's Office	\$ 137,364.83
3798	C	6/16/2022	911	AT&T	\$ 285.06
3799	C	6/16/2022	821	Robert Villagomez	\$ 50.35
3800	C	6/16/2022	516	Schmidt Nichols	\$ 718.75

Town of Palm Beach Shores
Disbursements - June 2022

Check #	Type	Date	Vendor	Name	Amount
3801	C	6/16/2022	375	Simmons & White, Inc.	\$ 160.00
3802	C	6/16/2022	803	Taylor Demarino	\$ 550.00
3803	C	6/16/2022	964	Tritech Software Systems	\$ 150.00
3804	C	6/16/2022	131	WEX BANK	\$ 409.88
3805	C	6/16/2022	131	WEX BANK	\$ 94.31
3806	C	6/24/2022	116	CA Florida Holding LLC	\$ 757.36
3807	C	6/24/2022	708	Dilo Fire Alarms Inc	\$ 375.00
3808	C	6/24/2022	928	End of the Line, Inc.	\$ 106.25
3809	C	6/24/2022	931	Engine Master Services, LLC	\$ 29.99
3810	C	6/24/2022	71	FL Power & Light	\$ 3,425.04
3811	C	6/24/2022	90	Hulett Environmental Services	\$ 174.00
3812	C	6/24/2022	535	Humana Insurance	\$ 90.10
3813	C	6/24/2022	95	Lowes	\$ 697.31
3814	C	6/24/2022	911	AT&T	\$ 863.75
3815	C	6/24/2022	982	Quadient Finance USA , Inc	\$ 400.00
3816	C	6/24/2022	836	RIPPrint, LLC	\$ 872.00
3817	C	6/24/2022	365	Sherwin-Williams	\$ 384.41
3818	C	6/24/2022	887	Standard Insurance Co	\$ 314.86
3819	C	6/24/2022	104	Waste Management	\$ 3,074.81
3820	C	6/30/2022	7	All Safe Safe & Lock	\$ 1,516.23
3821	C	6/30/2022	983	Awnings Contractor and Designers Inc	\$ 11,783.49
3822	C	6/30/2022	673	Bishop's Water Company	\$ 675.00
3823	C	6/30/2022	659	Image Janitorial Services, Inc.	\$ 410.00
3824	C	6/30/2022	30	Poly Systems Company	\$ 1,300.00
3825	C	6/30/2022	169	Quadient Leasing USA, Inc.	\$ 423.36
3826	C	6/30/2022	365	Sherwin-Williams	\$ 33.63
3827	C	6/30/2022	881	South Central Planning & Development Commission	\$ 260.42
3828	C	6/30/2022	978	Truist Bank	\$ 1,001.16
ADP, LLC	E	6/24/2022	697	ADP, LLC	\$ 339.75
ADP Taxes	E	6/3/2022		ADP Taxes	\$ 7,815.12
ADP Taxes	E	6/17/2022		ADP Taxes	\$ 8,391.56
ADP Taxes	E	6/30/2022		ADP Taxes	\$ 9,485.01
ADP Wages	E	6/3/2022		ADP Wages	\$ 23,947.57
ADP Wages	E	6/17/2022		ADP Wages	\$ 25,355.94
ADP Wages		6/30/2022		ADP Wages	\$ 27,895.47
Blue Cross Blue Shield	E	6/13/2022	127	Blue Cross Blue Shield of Florida, Inc.	\$ 14,521.49
Blue Cross Blue Shield	E	6/27/2022	127	Blue Cross Blue Shield of Florida, Inc.	\$ 14,521.49
FRS	E	6/3/2022	172	FRS	\$ 11,230.73
					\$ 333,097.57

General Fund	\$ 332,597.57
Underground Utilities Fund	\$ 500.00
Total	\$ 333,097.57

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-21	21,602.65	7,545.45	1,517.83	30,665.93
Nov-21	19,389.47	6,183.52	1,790.78	27,363.77
Dec-21	14,518.67	5,127.67	1,565.34	21,211.68
Jan-22	20,655.93	8,910.37	1,851.53	31,417.83
Feb-22	15,889.94	6,396.56	5,940.52	28,227.02
Mar-22	17,455.66	6,481.80	993.06	24,930.52
Apr-22	20,116.95	7,772.38	2,843.00	30,732.33
May-22	21,130.82	7,744.65	3,209.97	32,085.44
Jun-22				-
Jul-22				-
Aug-22				-
Sep-22				-
YTD Total	150,760.09	56,162.40	19,712.03	226,634.52

<i>Budget FY2022</i>	<i>215,000.00</i>	<i>105,000.00</i>	<i>28,000.00</i>	<i>348,000.00</i>
<i>% budget</i>	<i>70%</i>	<i>53%</i>	<i>70%</i>	<i>65%</i>

Note: The water utility tax is lower than previous years and the budget.
An summary of monthly revenue for the current year and the 2 previous years has been sent to the Finance Director at Riviera Beach for an explanation.

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

Current Year Receipts:

Date of Receipt	Period	
11/29/2021	October 2021	\$ 7,419.45
12/27/2021	November 2021	\$ 7,715.47
1/27/2022	December 2021	\$ 8,353.45
2/18/2022	2021 Q4 adjustment	\$ 4,579.19
2/28/2022	January 2022	\$ 10,259.20
3/28/2022	February 2022	\$ 8,235.02
4/27/2022	March 2022	\$ 8,675.62
5/13/2022	2022 Q1 adjustment	\$ 5,196.87
5/27/2022	April 2022	\$ 9,654.39
6/24/2022	May 2022	\$ 8,844.21
Total current year receipts		\$ 78,932.87

Current Year Expenditures:

\$ -

Accumulated (unspent) Discretionary Sales Tax as of 6/30/22	\$ 466,364.97
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Town of Palm Beach Shores
Building Department

	Building Permits	Building Department	Net Building	Cumulative Net Bldg
10/31/2021	\$ 10,845	\$ 20,820	\$ (9,975)	\$ (9,975)
11/30/2021	\$ 20,757	\$ 9,456	\$ 11,300	\$ 1,326
12/31/2021	\$ 41,051	\$ 24,855	\$ 16,196	\$ 17,521
1/31/2022	\$ 17,800	\$ 22,185	\$ (4,385)	\$ 13,136
2/28/2022	\$ 12,963	\$ 17,686	\$ (4,723)	\$ 8,413
3/31/2022	\$ 162,041	\$ 33,602	\$ 128,438	\$ 136,852
4/30/2022	\$ 19,972	\$ 24,624	\$ (4,651)	\$ 132,200
5/31/2022	\$ 31,921	\$ 21,052	\$ 10,869	\$ 143,069
6/30/2022	\$ 27,068	\$ 29,204	\$ (2,136)	\$ 140,933
7/31/2022			\$ -	\$ 140,933
8/31/2022			\$ -	\$ 140,933
9/30/2022			\$ -	\$ 140,933
	\$ 344,418	\$ 203,485	\$ 140,933	

Other related revenues:

Bldg Permit State Surcharge	\$ 11,294
Fire Inspection Fees	\$ -
Reinspection Fees	\$ -
Code Enf Admin Cost Reimb	\$ -
Site Plan / Variance Fees	\$ 4,829
Land Development Costs	\$ 43,905
Town Code & Ordinance Fines	\$ 14,388
Net Building	\$ 215,351

In March, the permit fees were collected for 150, 200, and 206 Inlet.

Town of Palm Beach Shores
Underground Utilities
as of 6/30/22

*The projection for AT&T has been revised to reflect no charge for Phase 2.
Also, the projection for Project Mgmt/Admin has been revised to include the
approved supplemental wages for the Public Works Director.*

	COST ESTIMATE	TOTAL as of 6/30/22	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	\$ 94,322.09	\$ 1,000.00	\$ 95,322.09	\$ (15,322.09)
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	\$ 275,000.00	\$ 150,000.00	\$ 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	\$ 5,596,707.83	\$ 157,715.49	\$ 5,754,423.32	\$ 245,576.68
Net Change in Fund Balance	\$ -	\$ 403,292.17	\$ (157,715.49)	\$ 245,576.68	\$ 245,576.68

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 6/30/2022

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

PALM BEACH COUNTY SHERIFF'S OFFICE

RIC L. BRADSHAW, SHERIFF



July 2022 Commission report with stats from June 2022

Sergeant Steven Langevin
Commander District 20/Town of Palm Beach Shores

Arrests

Three arrests were made during the month of June; Arrest one and two involved the same person but on two different occasions. As we discussed at last month's meeting the one subject has threatened a neighbor by knife point, the victim fled and the suspect barricaded himself into the apartment complex unit. After numerous deputies arrived on scene along with SWAT and behavioral services, the deployment of less than lethal devices were also used. One deputy who was able to deescalate the situation and the subject was taken into custody.

All the deputies involved on this were put in for commendations, Palm Beach Shores/District 20 deputy Clayton was given deputy of the month of this district and nominated for the agency wide deputy of the month.

The subject was charged with: **1**, Kidnapping/False imprisonment **2**, Resisting arrest with violence **3**, Aggravated Battery **4**, corruption by threat **5**, Obstructing law enforcement.

The subject was brought to the jail for processing and was released a few days later on bond, however we rearrested him on a warrant based on charges from the city of Riviera Beach Police; Stalking/Harassing.

The other arrest was made for disorderly intoxication at the Pump house area.

Information

Although not in this reporting period we continue to monitor traffic as the work on Lake drive has begun.

The two events at the Ocean Mall went on without issue.

Two burglaries occurred during July one in a car port the other in a shed, I will go into more detail next month, but the same individual committed both and he was arrested and charged accordingly the following day.

Statistics follow



June - 2022 - Monthly Strategic Report

CAD Calls	Monthly Totals
Business / Residence Checks (Self-Initiated)	3338
Traffic Stops (Self-Initiated)	50
Calls for Service (Excluding 1050's & 1061's)	216
All CAD Calls - Total	3604

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 3604 generated calls within the district. 94% 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
2	52	5

Arrest and NTA Statistics

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

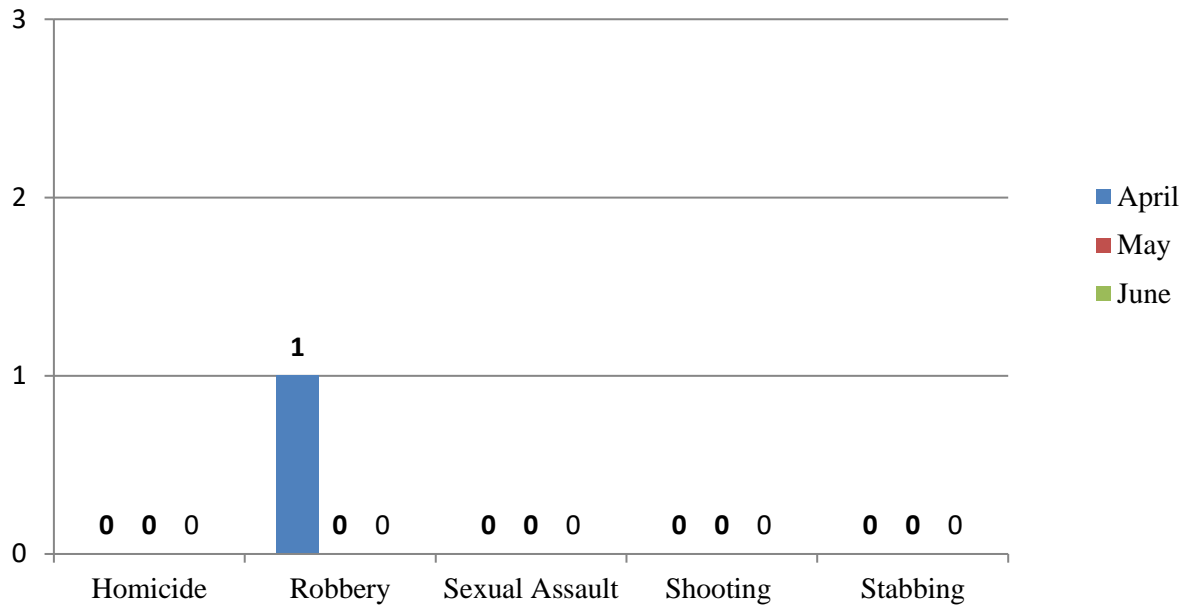
Data Source: CADS/Premier 1

RPT #	SIGNAL	NEIGHBORHOOD	COMMONPLACE	LOCATION
	1061			APPROX LOC: 196 TACOMA LN
22078579	31 0		CHANNEL HOUSE	115 INLET WAY
22080372	18		CHANNEL HOUSE	115 INLET WAY
22080823	1049		CHANNEL HOUSE	115 INLET WAY
	1050			200(300) BLK BLOSSOM LN

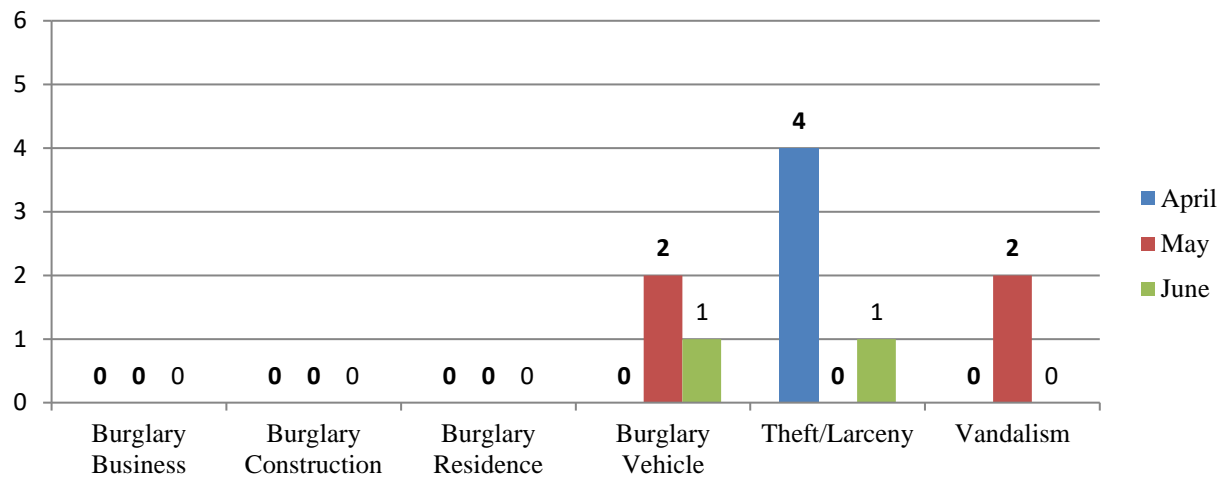
DATA ANALYSIS

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.

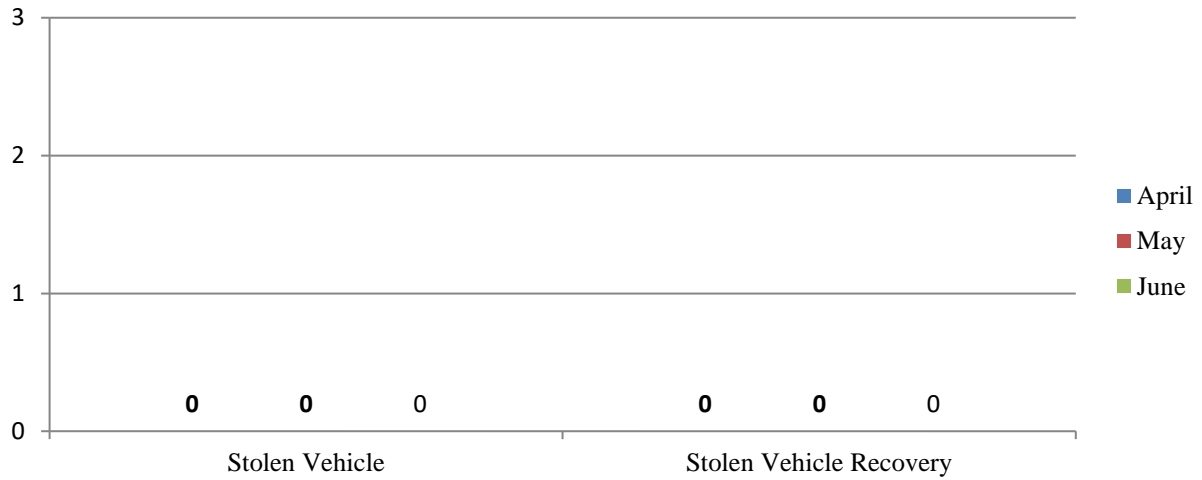
D20 Monthly Stats
Homicide, Robbery, Sexual Assault, Shooting, Stabbing
 Data Source: CADS/P1



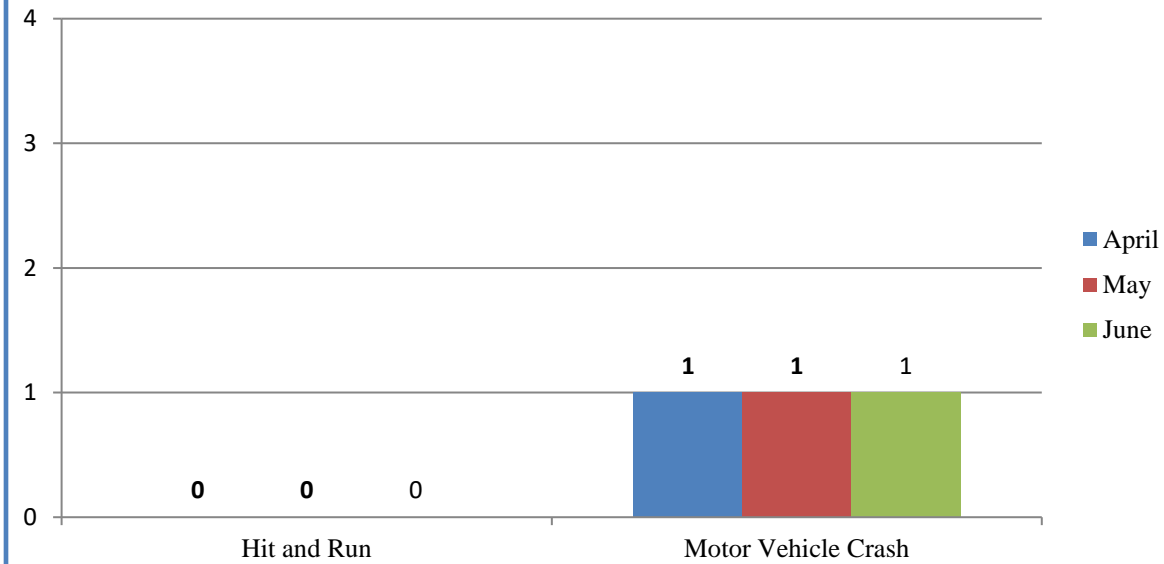
D20 Monthly Stats
Burglaries, Theft & Vandalism
 Data Source: CADS/P1



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

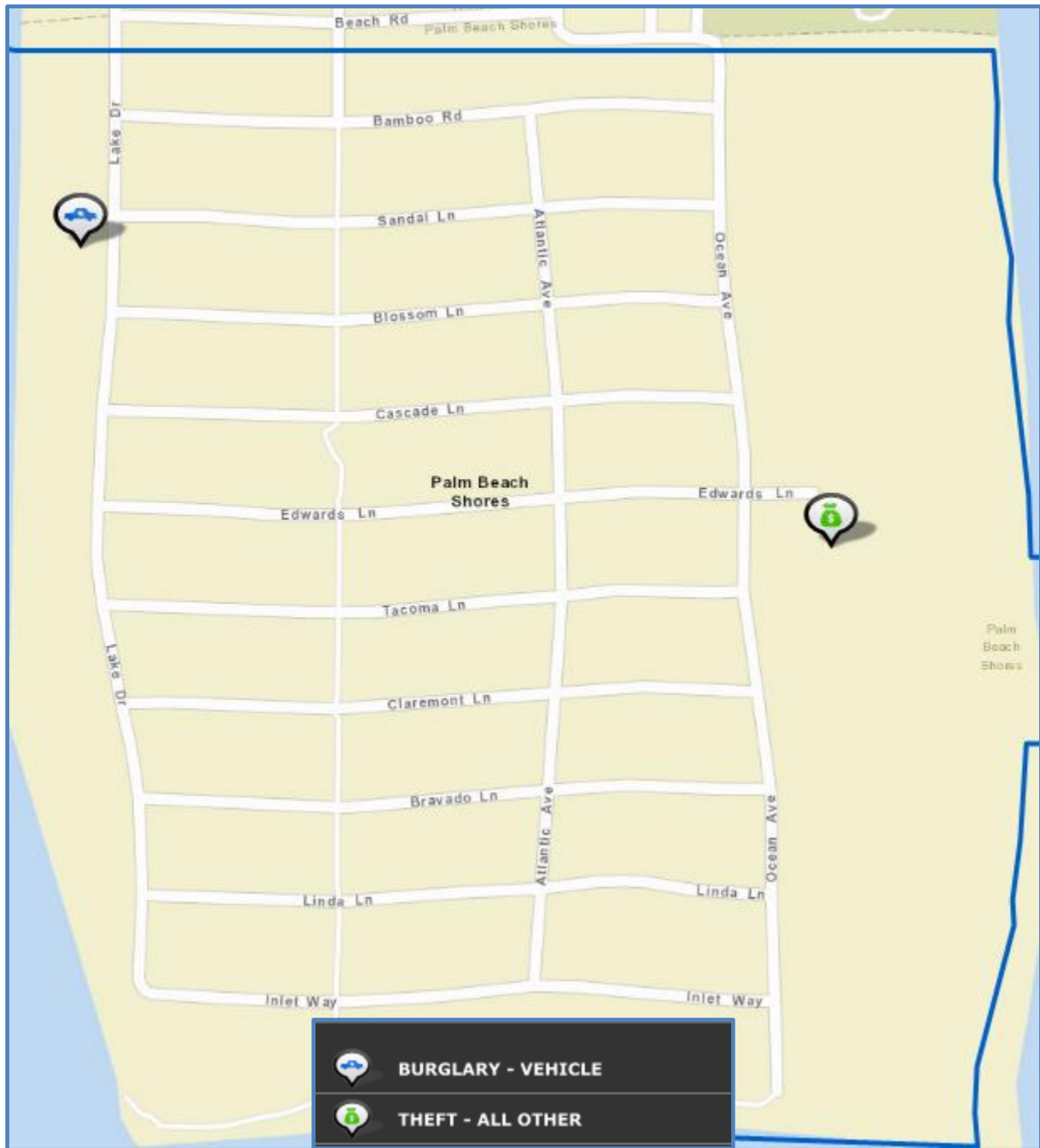


D20 Monthly Stats
Hit and Run & Motor Vehicle Crash
 Data Source: CADS/P1



District 20 Map of Activity

Data: Source: CrimeView Dashboard



FIR MAP

9 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.



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
23 June 2022 – 21 July 2022

TO: Mayor Alan Fiers
Town Commissioners

FROM: Trevor L. Steedman, Fire Chief

DATE: 21 July 2022

OPERATIONS

FIRE DEPARTMENT

COMMUNITY RISK REDUCTION (CRR) INITIATIVES

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



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION

TOWN OF PALM BEACH SHORES

DEPARTMENT OF EMERGENCY SERVICES

23 June 2022 – 21 July 2022

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

STAFFING

Career Staff. – No 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
 - Officer Development Academy at Greenacres Fire Rescue – FF/Paramedics L. Castro and N. Lopez attended - No tuition cost to PBSFD.

FLEET DEPLOYMENT & MAINTENANCE

- E80 (Spartan) In-Service for training.
- FA80 Primary suppression apparatus

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*



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

23 June 2022 – 21 July 2022

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

OFFICE OF EMERGENCY MANAGEMENT

COVID-19:

- PBC Emergency Operations Center is maintaining COVID-19 operations at Activation Level III (Enhanced Monitoring). County Emergency Management will continue communication with Local / Municipal Emergency Management representatives as conditions change.

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

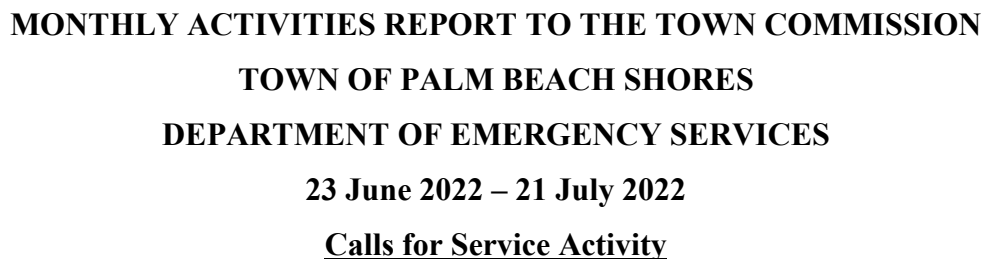
23 June 2022 – 21 July 2022

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): – Hurricane / Storm Event Template (on stand-by)

- 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.



<div>OCEAN RESCUE</div> <div>(June 2022)</div>	Rescue Report	<div>Rescues: 00</div> <div>Assists: 00</div> <div>Vessel Assists: 00</div>
	Prevention & Education	<div>Contacts: 301</div>
	First Aid Provided	<div>Occurrences (Minor): 46</div>

FORMAL TRAINING & DRILLS	DATE	TIME	LOCATION	TYPE			NATURE	STAFFING	NOTES
				FIRE	RESCUE	EMS			
	28 Jun 2022	1830	125 Ocean		X	X	Technical Rescue Pt. 1	23	Hands-On
	12 Jul 2022	1815	Station 80	X	X	X	New Engine Orientation	22	Hands-On
	19 Jul 2022	1830	90 Edwards	X	X	X	Technical Rescue Pt. 2	21	Hands-On
<p align="center">Formal Training Drills – 03</p> <p align="center">Personnel Participation – 66</p> <p align="center">Personnel Training Hours – 132</p>									



Public Works Department

Monthly Status Report

July 2022

Community Center:

1. Received the three quotes to replace the 2nd floor east balcony awning. The contract was awarded to Awnings Contractors & Designers Inc. The cost for the project \$23,566.98 that included replacement of the canopy and replacement of the existing steel frame that is rusted beyond repairs and will be replaced with an all-aluminum frame. The installation timeframe is two to three weeks.
2. Scheduling the Restaurant and Kitchen Planners to discuss 2nd floor kitchen remodel.
3. The projects listed is funded through the approved general and capital budget.

Grounds & Parks:

1. Received three new quotes to order the new Park Benches for Inlet Park. The vendor BELSON OUTDOORS was awarded the sale at a cost of \$ 9,990.00 for 6 each concrete benches. Delivery time six to eight weeks.
2. 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.
3. Receiving quotes to replace the damaged concrete trash cans located on the Parkway, Inlet Park, and Beach. The vendor BELSON OUTDOORS was awarded the sale at a cost of \$ 9908.24 for 10 each concrete trash cans with plastic can liners. Delivery time six to eight weeks.
4. Scheduling to pressure wash the Parkway sidewalk, bricks, and park benches.
5. 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.
6. The projects listed is funded through the approved general and capital budget.

Streets:

1. Performed Maintenance and Inspection on Tuesday, July 7, 2022, on the Lake Drive and Bamboo Road Tidal Valve. The integrity and operation of the Tidal Valve is within factor standards.
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.

3. The projects listed is funded through the approved general 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. Waiting on contractors' availability.
2. Scheduling to reline the streets sewer manholes in various locations. Waiting on contractors' availability.
3. Scheduling to perform the preventive maintenance cleaning of the Town's main sewer lines running under the streets. Linda Lane is scheduled for July 2022. Waiting on contractors' availability.
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. The Exterior Paint Project of the Police, and Fire Bay, still in progress, Estimated completion date weather permitting on Friday, July 29, 2022.
2. The projects listed is funded through the approved general and capital 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: **In progress / Contractor.**
3. Paint Exterior of Town Hall, Police, and Fire Bay: **Scheduling in progress / Public Works will perform the work. Town Hall 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: **On order / Contractor.**
6. Inlet Park and Beach replace concrete benches: **On order / Contractor.**
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: **Receiving Estimates and piggyback contracts availability / Contractor.**

Training / Certificates:

1. Continuing Education in Florida Stormwater Erosion and Sedimentation Control. No cost to the Town.
2. FSA Training Stormwater Training in compliance with FDEP. A 5 year Certificate awarded.
3. OSHA'S Model Training Program for multiple certifications & continuing education credits. No cost to the Town.
4. Safety Meeting scheduled for Tuesday, July 26, 2022, Public Works Safety Officer (Public Works Director).
5. Irrigation maintenance and repairs training by BrightView landscaping. No cost to the Town.
6. Lift Stations Pumps and Valves training by PSI Technologies. No cost to the Town.

Updates:

1. AT&T Project.
2. Watermain Project.

TOWN CLERK REPORT
June 2022 Statistics
July 25, 2022, Commission Meeting

TASKS	STATUS
Upcoming Meetings and Important Dates	<ul style="list-style-type: none"> ➤ P&Z Meeting and LPA Meeting July 27, 2022 @ 6:30 pm ➤ August 8, 2022, Budget Workshop #2 @ 7:00 pm ➤ August 15, 2022, Budget Workshop #3 @ 7:00 pm (if needed)
Building Department Information	<p>June 2022: Total Permits issued: 24 Total Permit Fees Paid: \$ 27, 068.27</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> <p><i>There is a fee when submitting plans for review before the DRC and P&Z Boards. These fees are in accordance with Sec. 14-83 and Pf. 17.4, Town Code, the Town's Schedule of Fees and Charges and the executed Owner Acknowledgment & Certification provided as part of your Development Application. These fees are not included in the Building Permit Fees.</i></p>
Code Compliance	<p>The following is a count of properties that had Code Enforcement violations from June 23, 2022 – July 21, 2022</p> <p>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. 1 Closed. 0 Open.</p> <p>Code Violation: Sec. 18-329. – Property Maintenance. 2 Closed. 1 Open. 130 Edwards Lane</p> <p>Code Violation: Sec. 14-106. Florida Building Code (Structural Engineering Report for the condition of the building) 0 Closed. 2 Open. 220 Inlet Way, 101 Edwards Ln</p> <p>Code Violation: Sec. 14-106. Florida Building Code (Work without a permit) 2 Closed. 0 Open.</p> <p>Code Violation: Sec. 78-79 Landscaping Maintenance Closed 2 Open 231 Inlet Way, 237 Cascade Lane</p> <p>Code Violation: Sec. 70-82. – Boat trailer in driveway/parking lot. 1 Closed. 0 Open.</p> <p>Code Violation: Sec. 38-8. Building Waste (Dumpsters) 0 Closed 1 Opened 100 Bravado Lane</p> <p>Code Violation: Sec 70-75. Prohibited vehicle 1 Closed 1 Open. 115 Bamboo Rd</p> <p>Total Amount of Cases created that are closed from 6/23/22 – 7/2/2022: 6</p> <p>Total Amount of Cases created that are still open from 6/23/22 – 7/2/2022: 7</p> <p>Total count of Cases 6/23/22 – 7/2/2022 13</p> <p>Notice of Violation Sent: 237 Cascade Lane & 308 Claremont Lane Special Magistrate No upcoming Hearings</p>
TOWN HALL	<ul style="list-style-type: none"> • Town Hall is open from 8:30 am to 4:30 pm. • Beach Parking Decals for the FY 2022-2023 are available for sale. Please make sure you bring your vehicle tag information (License Plate) and Current one year lease if you are a renter. Cash (small bills, please) Check or Credit Card (2.5% fee added) accepted. • Non-Resident Beach Passes available on July 1, 2022. First Come, First Serve and unfortunately, we cannot save them for anyone. The Cost is \$350.00, please bring vehicle registration and driver's license.



Town of Palm Beach Shores
Commission Meeting
July 25, 2022

Vote on Proposed Millage Rates FY2023

In order to comply with Truth in Millage (TRIM) laws, the Commission must set its millage rates for FY2023 and set a date, time, and location for the first public budget hearing. These items will appear on the tax notices sent to all property owners by the Property Appraiser in August. Please note that the millage rate set tonight may be subsequently reduced, but it cannot be increased.

Please vote separately on each of the following items:

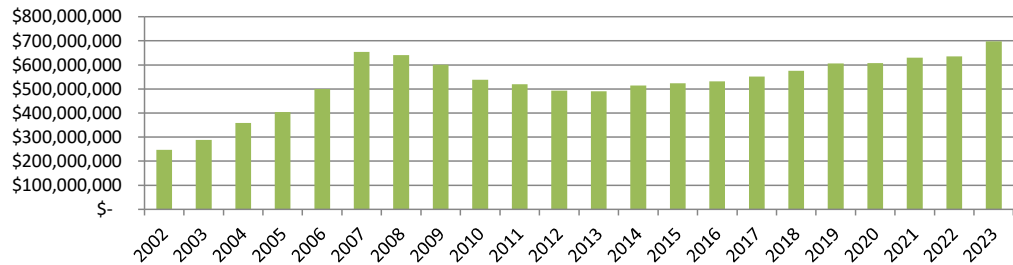
1. Operating Millage Rate 6.3500 mills
2. Debt Millage Rate 0.4920 mills
3. The first public budget hearing will be held on September 12, 2022, at 7:00 pm in the Commission Chambers, 247 Edwards Lane, Palm Beach Shores.

On the next page, please find the historical data on property values, millage rates, and taxes. After that is the millage rate options spreadsheet. Both items were presented and discussed at the budget workshop on July 11th.

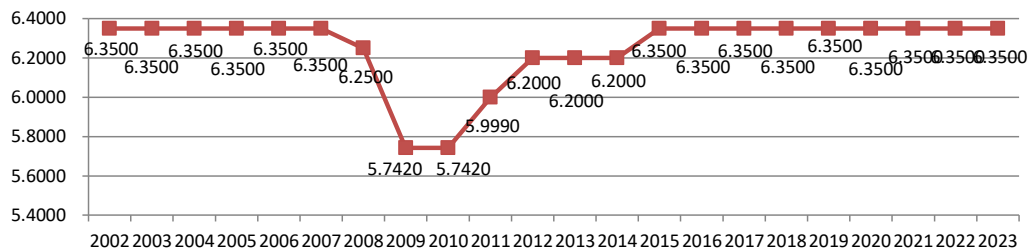
Town of Palm Beach Shores
Millage Rates and Assessed Property Values

As of Jan. 1st	FYE 9/30	Millage Rate	Property Value	% change	Ad Valorem Taxes	% change
2001	2002	6.3500	\$ 247,596,227		\$ 1,489,812	
2002	2003	6.3500	\$ 287,935,402	16.29%	\$ 1,777,349	19.30%
2003	2004	6.3500	\$ 358,389,788	24.47%	\$ 2,198,421	23.69%
2004	2005	6.3500	\$ 404,121,628	12.76%	\$ 2,465,149	12.13%
2005	2006	6.3500	\$ 499,406,661	23.58%	\$ 3,047,548	23.63%
2006	2007	6.3500	\$ 654,614,070	31.08%	\$ 3,853,792	26.46%
2007	2008	6.2500	\$ 640,761,488	-2.12%	\$ 3,616,745	-6.15%
2008	2009	5.7420	\$ 601,434,387	-6.14%	\$ 3,339,709	-7.66%
2009	2010	5.7420	\$ 538,678,481	-10.43%	\$ 2,968,277	-11.12%
2010	2011	5.9990	\$ 519,202,243	-3.62%	\$ 3,015,410	1.59%
2011	2012	6.2000	\$ 493,692,126	-4.91%	\$ 3,036,401	0.70%
2012	2013	6.2000	\$ 490,267,604	-0.69%	\$ 2,961,658	-2.46%
2013	2014	6.2000	\$ 514,156,154	4.87%	\$ 3,077,398	3.91%
2014	2015	6.3500	\$ 524,241,012	1.96%	\$ 3,235,768	5.15%
2015	2016	6.3500	\$ 532,159,958	1.51%	\$ 3,263,255	0.85%
2016	2017	6.3500	\$ 550,964,010	3.53%	\$ 3,342,484	2.43%
2017	2018	6.3500	\$ 575,325,300	4.42%	\$ 3,475,900	3.99%
2018	2019	6.3500	\$ 606,605,958	5.44%	\$ 3,664,900	5.44%
2019	2020	6.3500	\$ 607,470,178	0.14%	\$ 3,670,100	0.14%
2020	2021	6.3500	\$ 630,680,903	3.82%	\$ 3,810,400	3.82%
2021	2022	6.3500	\$ 635,816,013	0.81%	\$ 3,841,400	0.81%
2022	2023	6.3500	\$ 697,954,226	9.77%	\$ 4,216,800	9.77%

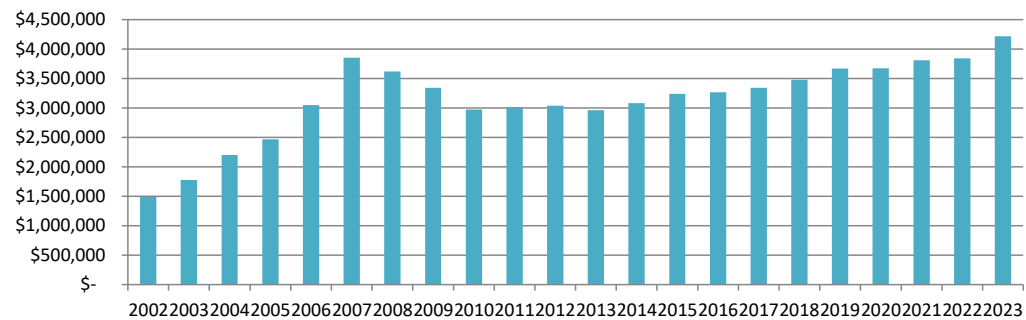
Property Value



Millage Rate



Ad Valorem Taxes



Town of Palm Beach Shores
Budget Worksheet 2022/23
Millage Rate Options

\$ 635,816,013 DR420 for FY2021

\$ 693,105,384 9.01% *per Property Appraiser's Office, letter dated 5/27/22*

Assessed Value **\$ 697,954,226** **9.77%** *per Form DR-420, certified by the Property Appraiser*
 (line 4 DR-420)

Ad valorem budget assumptions: collectability 98.8%, discount rate 3.7%

OPERATING MILLAGE RATE

Proposed FY2023 Millage Rate	Rolled-Back					
	Same Rate	Rate				
	6.3500	5.7764	6.1000	6.1500	6.2000	6.2500
Ad valorem taxes FY 2022	\$ 4,378,800	\$ 3,983,300	\$ 4,206,400	\$ 4,240,900	\$ 4,275,400	\$ 4,309,900
Discount on taxes FY 2022	\$ (162,000)	\$ (147,400)	\$ (155,600)	\$ (156,900)	\$ (158,200)	\$ (159,500)
Net ad valorem taxes FY 2022	\$ 4,216,800	\$ 3,835,900	\$ 4,050,800	\$ 4,084,000	\$ 4,117,200	\$ 4,150,400
Net ad valorem taxes budgeted FY2022	\$ 3,841,400	\$ 3,841,400	\$ 3,841,400	\$ 3,841,400	\$ 3,841,400	\$ 3,841,400
Increase(decrease) from FY2022	\$ 375,400	\$ (5,500)	\$ 209,400	\$ 242,600	\$ 275,800	\$ 309,000
% Change from FY2022	9.77%	-0.14%	5.45%	6.32%	7.18%	8.04%
Increase in taxes if millage rate is increased	\$ -	\$ (380,900)	\$ (166,000)	\$ (132,800)	\$ (99,600)	\$ (66,400)

DEBT MILLAGE RATE

Commission Decision: This is the third year of the debt millage. Decide whether to (1) maintain the same millage rate increasing the taxes or (2) lower the millage rate keeping the taxes flat. If choosing to keep the same millage rate, any additional taxes collected would be restricted for use of debt service.

	FY2022		FY2023	
			Same Rate	half of DS
Proposed Debt Millage Rate	0.4290	0.4290	0.4290	0.3732
Ad valorem taxes - Debt	\$ 269,500	\$ 295,800	\$ 257,400	
Discount on taxes - Debt	\$ (10,000)	\$ (10,900)	\$ (9,500)	
Net ad valorem taxes - Debt	\$ 259,500	\$ 284,900	\$ 247,900	
			\$ 37,000	set aside for future DS
Debt Service on UU Notes	\$ 495,856	\$ 247,928		
Estimated Utility Taxes		\$ 348,000		

THIRD ADDENDUM TO THE LAW ENFORCEMENT SERVICE AGREEMENT
SHERIFF RIC L. BRADSHAW AND TOWN OF PALM BEACH SHORES

This Third Addendum to the Law Enforcement Service Agreement is made by and between Town of Palm Beach Shores (hereinafter referred to as “Palm Beach Shores”) located in Palm Beach County, and Ric L. Bradshaw, Sheriff of Palm Beach County, Florida (hereinafter referred to as “Sheriff”). Palm Beach Shores and the Sheriff shall hereinafter be referred to as the “Parties.”

WHEREAS, the Parties executed a Law Enforcement Service Agreement effective November 01, 2019, a First Addendum effective October 01, 2020, and a Second Addendum effective October 01, 2021, (the “Agreement”), by which the Sheriff agreed to perform law enforcement services; and

WHEREAS, the Parties wish to set forth the consideration for the Fourth Year of the Contract Term, October 01, 2022 through September 30, 2023.

NOW, THEREFORE, in consideration of the mutual covenants herein contained the receipt and sufficiency of which are hereby acknowledged, it is agreed upon as follows:

1. Article 6, Section 6.1 of the Law Enforcement Service Agreement is amended as to the total amount due for services for the period beginning October 01, 2022 through September 30, 2023 as follows: The total amount due for the annual period referenced above shall be \$1,697,829.00. Monthly payments shall be \$141,485.75.
2. Article 6, Section 6.3, regarding additional law enforcement services of the Law Enforcement Service Agreement is amended and shall now read as follows:

Additional law enforcement services shall be compensated at a rate of \$100.00 per hour and will be billed by the Sheriff to the Town on a monthly basis. This rate is subject to annual review and change upon agreement between the Town and Sheriff.

3. In all other respects and unless otherwise stated, the terms and conditions of the Agreement, which includes prior Addendums, shall continue unchanged and in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed the Addendum to this Agreement as of the last date all signatures below are affixed.

PALM BEACH COUNTY SHERIFF'S OFFICE

TOWN OF PALM BEACH SHORES

BY: _____
Ric L. Bradshaw

BY: _____
Alan Fiers

Title: Sheriff

Title: Mayor

Witness: _____
Ronald Mattino, Major

Witness: _____
Jude Goudreau, Town Clerk

DATE: _____

DATE: _____



Town of Palm Beach Shores
Commission Meeting
July 25, 2022

Resilient Florida Grant

The Town was awarded a \$28,500 grant from the Florida Department of Environmental Protection's Office of Resilience and Coastal Protection to conduct a Vulnerability Assessment. Florida Statute 380.093 created the grant program. The vulnerability assessment will identify or address risks of flooding and sea level rise. These risks can also include storm surge, flash flooding, stormwater runoff, or rainfall events. The assessment will assist the Town in prioritizing and developing implementation strategies and projects designed to reduce, alleviate, or mitigate the effects of flooding. This assessment will also be necessary to obtain any future grant funding for flooding mitigation from the State.

The Town Engineer Rob Rennebaum recommended we work with James Barton of FTC to assist us with the grant application. Mr. Barton worked with the Town on previous flood issues. He provided a proposal of \$29,680 to perform the vulnerability assessment. He also assisted with completion of the grant application. The engineer's fees will be the only cost in this grant project. The Town would need to contribute \$5,000 toward the project. This was included in the application to make our project more appealing in the evaluation process.

Commission action required:

1. Vote to authorize acceptance of the grant and execution of the grant agreements (agreements have not been provided yet by FDEP)
2. Vote to authorize acceptance of the proposal from FTC in the amount of \$29,680 to perform the vulnerability assessment and authorization for the Mayor to execute an agreement formalizing those terms.

If the grant is approved by the Commission, a budget amendment authorizing the spending will be requested once the timing is determined.



Florida Technical Consultants, LLC
533 East Ocean Avenue, Suite 02
Boynton Beach, FL 33435
Tel 954-914-8488
jbarton@fltechinc.com

February 8, 2022

Orlando Rodriguez
Code Enforcement Officer / Building Department Clerk / CRS Coordinator / Grants Coordinator
Town of Palm Beach Shores
247 Edwards Lane
Palm Beach Shores, FL 33404

Subject: Vulnerability Assessment Study - Town of Palm Beach Shores

Dear Mr. Rodriguez:

Florida Technical Consultants (FTC) is pleased for the opportunity to submit this Proposal for Professional Services to assist you in the Vulnerability Assessment. To keep costs reasonable FTC will focus on technical aspects of the study, using existing data as much as possible and providing support materials for public outreach.

FTC will:

Acquire Background Data and Perform Gap Analysis:

- Collect existing data, LIDAR, Drawings, Modeling data, Sea Level Rise Studies
- Perform Gap Analysis
- Document datasets

Set Context

- Meet with officials
- Provide materials to support public outreach

Critical and Regionally Significant Asset Inventory

- Inventory of critical assets
- Create data sets and maps

Exposure Analysis, Sensitivity Analysis, and Focus Area Mapping

- Compile data into maps
- Data Analysis for elevations
- Review affected infrastructure

Final Vulnerability Assessment (VA) Report

- Technical memo outlining results
- Maps and figures for report

Peril of Flood (if applicable)

- Not included

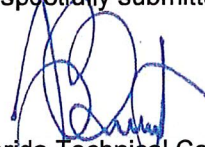
The following is a schedule of positions, rates and estimated level of involvement.

Task	Project Manager	Senior GIS Consultant	Project GIS Analyst	Fees
	\$145 / hr	\$135 / hr	\$125 / hr	
Acquire Background Data and Perform Gap Analysis	16	24	32	\$9,560
Set Context	8	16		\$3,320
Critical and Regionally Significant Asset Inventory	4	8	16	\$3,660
Exposure Analysis, Sensitivity Analysis, and Focus Area Mapping	8	24	40	\$9,400
Final Vulnerability Assessment (VA) Report	4	16	8	\$3,740
Peril of Flood (if applicable)				\$0
Totals	40	88	96	\$29,680

The total for services will not exceed \$29,680 without additional authorizations from Town. All services will be on an hourly basis. The CSID will be billed monthly according to the services and deliverables provided. Any funds not spent will be available for other projects.

Should you have any questions, please do not hesitate to contact me at my office at (954) 954-8488 or send me an electronic message at jbarton@fltechinc.com.

Respectfully submitted,



Florida Technical Consultants
James Barton, P.E.
President

PROTECTING TOGETHER

Applicant	Project Title	State Funding	Project Summary	Type of Community	County
Town of Palm Beach Shores	Palm Beach Shores Vulnerability Assessment	\$28,500	Town-wide vulnerability assessment and adaptation plan	Coastal	Palm Beach
City of Delray Beach	City of Delray Beach Critical Infrastructure Vulnerability Assessment and Adaptation Plan	\$100,000	City-wide vulnerability assessment and adaptation plan	Coastal	Palm Beach
Town of Palm Beach	Flood Vulnerability Assessment Update	\$105,000	Town-wide vulnerability assessment and adaptation plan	Coastal	Palm Beach
City of West Palm Beach	City of West Palm Beach Vulnerability Assessment	\$192,475	City-wide vulnerability assessment	Coastal	Palm Beach
Town of Briny Breezes	Town-wide Vulnerability Assessment & Coastal Protection Plan	\$330,000	Town-wide vulnerability assessment and adaptation plan	Coastal	Palm Beach
Palm Beach County	Palm Beach County Flooding and Sea Level Rise Vulnerability Assessment	\$500,000	County-wide vulnerability assessment covering only unincorporated areas	Coastal	Palm Beach

