

Monday, July 26, 2021
7:00 pm



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

TOWN COMMISSION MEETING AGENDA

Mayor Alan Fiers

Vice Mayor Scott McCranel

Commissioner Tracy Larcher
Commissioner Janet Kortenhuis
Commissioner Brian Tyler

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

PLEASE NOTE:

THIS MEETING MAY BE CONDUCTED USING COMMUNICATION MEDIA TECHNOLOGY

<https://townofpalmbeachshores.my.webex.com/townofpalmbeachshores.my/j.php?MTID=mec3be8d061b8be3f7246eb34fd4bd806>

Meeting Number: **132 384 8278**

Password: **0726**

To join meeting by phone (voice only)

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

Access Code: **132 384 8278**

Password: **0726**

The entire agenda packet is available on the Town's website: www.palmbeachshoresfl.us

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call

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

3. APPROVAL OF CONSENT AGENDA

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

4. **PRESENTATIONS**

- a. Legislative update from Senator Bobby Powell
- b. Introduction of Jude Goudreau as the new Building Department Clerk and Oath of Office.

5. **DEPARTMENT AND BOARD REPORTS**

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

6. **COMMISSION REPORTS**

7. **OTHER BUSINESS**

- a. Approval of "Second Addendum to the Law Enforcement Service Agreement" between the Town of Palm Beach Shores and Sheriff Ric L. Bradshaw, PBSO *(Wendy Wells, Town Administrator)*
- b. Set tentative millage rate - operating. *(Wendy Wells, Town Administrator)*
- c. Set tentative millage rate - debt *(Wendy Wells, Town Administrator)*
- d. Date, time, and location of the first public budget hearing *(Wendy Wells, Town Administrator)*
- e. Special Event Permit No. 0-7-01: Ladies Auxiliary/Rotary to hold a luncheon on the 2nd Floor of the Community Center from 12:00 noon to 2:00 pm with 80 attendees. *(Wendy Wells, Town Administrator)*

8. **ORDINANCES AND RESOLUTIONS**

- a. Resolution R-9-21: Low Speed vehicles: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, ESTABLISHING TEMPORARY POLICIES AND RULES FOR LIMITED PARKING / STANDING OF LOW-SPEED VEHICLES AT THE INLET SERVICE PARKING AREA; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.
- b. (First Reading) Ordinance O-4-21 Elections: *AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF PALM BEACH SHORES AT CHAPTER 22. ELECTIONS., SECTION 22-4 TO ADJUST THE DATES FOR QUALIFYING FOR MUNICIPAL ELECTED OFFICE AT THE REQUEST OF THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS. (Keith Davis, Town Attorney)*

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

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

9. **PUBLIC COMMENTS**

10. **ADJOURNMENT**

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

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), THIS DOCUMENT CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT (LARGE PRINT) UPON REQUEST AND SPECIAL ACCOMODATIONS CAN BE PROVIDED UPON REQUEST WITH THREE (3) DAYS ADVANCE NOTICE. FOR HEARING ASSISTANCE: If any person wishes to use a hearing device, please contact the Town Clerk.

**TOWN OF PALM BEACH SHORES, FLORIDA
REGULAR COMMISSION MEETING MINUTES
June 28, 2021**

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

1. CALL TO ORDER

Mayor Fiers called the meeting to order at 7:00 pm. The meeting was held at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404, and he welcomed back those who had come "in person" to the meeting.

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

Also, present were PBSO Sgt. Langevin, Fire Chief Trevor Steedman, Town Administrator Wendy Wells, and Town Attorney Mitty Barnard. Public Works Director Alan Welch was not present. Town Clerk Browning confirmed there was a quorum present.

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

a. Commissioner Brian Tyler asked to have the non-resident beach passes be added to the Commission Agenda under Other Business, Item 8b.

b. Town Staff asked to add Special Event Permit No. 0-6-03, submitted by the Sailfish Marina for the "Big Dog/Fat Cat" Fishing Tournament to be held on July 8, 2021, to July 20, 2021, with 300 attendees to tonight's agenda under "Other Business, Item 8c."

c. Town Staff asked to have Ordinance O-2-21 removed from the agenda.

MOTION: Commissioner Brian Tyler moved to approve the Meeting Agenda as amended above.

SECOND: Vice Mayor McCranels seconded the motion.

VOTE:

| | |
|--------------------|------------|
| Fiers: | YES |
| McCranels: | YES |
| Kortenhaus: | YES |
| Larcher: | YES |
| Tyler: | YES |

The Motion Passed Unanimously

3. APPROVAL OF CONSENT AGENDA

a. May 24, 2021, Commission Meeting Minutes.

b. Approval of Special Event Permit 0-6-01 for Dustin Schmitt, 71 S. Ocean Ave, Palm Beach Shores, to host a wedding on the second floor of the Town's Community Center on October 8, 2021, from 9:00 am to 2:00 pm with 50 to 60 attendees. All fees have been paid.

- c. Approval of Special Event Permit 0-6-02 for Susan Kincade, 120 Inlet Way, Apt. 307, to host a wedding reception on the 2nd floor of the Town's Community Center on April 30, 2022, with 120 attendees from 12:00 noon to 11:00 pm. All fees have been paid.

MOTION: Commissioner Janet Kortenhau moved to approve the Consent Agenda as amended with the condition that the Sailfish Marina provide their updated insurance before the event.

SECOND: Commissioner Tracy Larcher seconded the motion.

VOTE:

| | |
|-------------------|------------|
| Fiers: | YES |
| McCranels: | YES |
| Kortenhau: | YES |
| Larcher: | YES |
| Tyler: | YES |

The Motion Passed Unanimously

4. PRESENTATIONS

- a. Badge Pinning for Firefighter/Paramedic Lancier Castro (*Fire Chief Trevor Steedman*)
- b. Beach Cabanas: Michael Novatka, Oceanside Beach Service
After much discussion, Mayor Fiers stated this item needs to be tabled and discussed in greater detail at the next Commission Workshop.

MOTION: Vice Mayor McCranels moved to table the item as requested and be added to the next Commission Workshop.

SECOND: Commissioner Tyler seconded the motion.

VOTE:

| | |
|-------------------|------------|
| Fiers: | YES |
| McCranels: | YES |
| Kortenhau: | YES |
| Larcher: | YES |
| Tyler: | YES |

The Motion Passed Unanimously

5. PUBLIC HEARINGS:

- a. **VAR21-01**, 115 Cascade Lane, LLC, owner of 115 Cascade Lane, requests Variances from: 1) Pf. 6.9(b) to allow for required parking spaces to be located in the 10' Town Strip where such parking is not allowed; 2) Pf. 6.12 to allow the 10' Town Strip to be used for required parking spaces where the Code does not allow parking to be counted in the 10' Town Strip; 3) Sec. 78-72(b) to allow the parking lot to be visible where the Code requires it to be effectively screened from public view and adjacent property; and 4) Sec. 78-73(1) to allow zero feet of landscaping abutting the right-of-way and the off-street parking where the Code requires a strip of land 5 feet in depth between the right-of-way and off-street parking area.

MOTION No. 1: Commissioner Larcher moved to deny the variance as he felt they failed to prove criteria, a, b, c and f, as stated in the Town's Code.

The Motion died for lack of a second.

MOTION No. 2: Commissioner Kortenhaus moved to approve the 4 variance requests as presented.

SECOND: Vice Mayor McCranel seconded the motion

VOTE: **Fiers:** **NO**
 McCranel: **YES**
 Kortenhaus: **YES**
 Larcher: **NO**
 Tyler: **YES** **The Motion Passed 3 to 2.**

6. **DEPARTMENT AND BOARD REPORTS**

a. Approval of Financial Report for May 2021.

(Wendy Wells, Town Administrator/Treasurer)

MOTION: Commissioner Tyler moved to approve the Financial Report as presented.

SECOND: Vice Mayor McCranel seconded the motion.

VOTE: **Fiers:** **YES**
 McCranel: **YES**
 Kortenhaus: **YES**
 Larcher: **YES**
 Tyler: **YES** **The Motion Passed Unanimously**

b. Staff Reports were given by Sgt. Langevin with the PBSO, Fire Chief Steedman. Mayor Fiers gave an update on the Public Works department as Director Welch was on vacation.

7. **COMMISSION REPORTS**

Mayor Fiers gave an update on Riviera Beach's plans to replace the Town's water mains on Lake and Inlet. Comcast is working on their lines and hopefully lines will be removed after July 6th. AT&T is still testing all of their 400 outlets before they will be able to offer service.

8. **OTHER BUSINESS**

a. Discussion: Golf Carts

After much discussion, it was decided that the Town needs a Resolution or Ordinance to clarify any legal issues this would cause. Town Attorney Barnard will get with Attorney Davis and provide options at the upcoming workshop and/or Commission Meeting.

b. *(Added by motion and vote)* Commissioner Brian Tyler asked to have the Non-resident beach passes be added to the Commission under Other Business.

After discussion, it was suggested to increase the annual amount for non-resident beach passes from \$200/year to \$350/year, effective immediately. Mayor Fiers called for a motion and vote:

MOTION: Vice Mayor McCranel moved to issue 40 non-resident beach passes for \$350/year effective July 1, 2021

SECOND: Commissioner Tyler seconded the motion.

VOTE: **Fiers:** **YES**
 McCranel: **YES**
 Kortenhaus: **YES**
 Larcher: **YES**
 Tyler: **YES** **The Motion Passed Unanimously**

c. *(Added by motion and vote)* Approval of Special Event Permit No. 0-6-03, submitted by the Sailfish Marina for the "Big Dog/Fat Cat" Fishing Tournament to be held on July 8, 2021, to July 20, 2021, with 300 attendees anticipated. All fees have been paid, but the proof of insurance needs to be provided before the event.

MOTION: Commissioner Tyler moved to approve Special Event No. 0-6-21 for the Sailfish Marina's Big Dog/Fat Cat Fishing Tournament and to provide proof of the insurance as required before the start of the event.

SECOND: Vice Mayor McCranel seconded the motion.

VOTE:

| | |
|-------------------|------------|
| Fiers: | YES |
| McCranel: | YES |
| Kortenhau: | YES |
| Larcher: | YES |
| Tyler: | YES |

The Motion Passed Unanimously

9. **ORDINANCES AND RESOLUTIONS**

a. **Ordinance O-1-21:** (Gate Heights)

"AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING APPENDIX A. ZONING. SECTION IX. WALLS, FENCES AND HEDGES. AT PF. 9.2. LIMITATIONS. TO REVISE THE HEIGHT LIMITATIONS FOR GATES AND GATE POSTS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF APPENDIX A. ZONING. 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." **(First Reading)**

MOTION: Vice Mayor McCranel moved to approve the first reading of Ordinance O-1-21

SECOND: Commissioner Kortenhau seconded the motion.

VOTE:

| | |
|-------------------|------------|
| Fiers: | YES |
| McCranel: | YES |
| Kortenhau: | YES |
| Larcher: | YES |
| Tyler: | YES |

The Motion Passed Unanimously

b. **Ordinance O-3-21:** (Emergency Generators)

"AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING APPENDIX A. ZONING. SECTION XII. GENERAL PROVISIONS. AT PF.12.7. CENTRAL AIR CONDITIONING EQUIPMENT. TO CLARIFY THE PERMISSIBLE LOCATION OF SUCH EQUIPMENT AND AT PF.12.8. EMERGENCY ELECTRICAL GENERATORS. TO CLARIFY THE LOCATION OF SUCH EQUIPMENT AND PROVIDE ADDITIONAL REGULATIONS TO MINIMIZE THE IMPACT OF THIS EQUIPMENT TO ADJACENT PROPERTIES. PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF APPENDIX A. ZONING. 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." **(First Reading)** **MOTION AND VOTE ON NEXT PAGE**

MOTION: Commissioner Tyler moved to approve the first reading of Ordinance O-3-21

SECOND: Commissioner Larcher seconded the motion.

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

c. **Ordinance O-2-21:** (Police Impact Fees)

"AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 28. FINANCE. AT ARTICLE III. IMPACT FEES. BY REPEALING ALL PROVISIONS RELATED TO THE FUTURE COLLECTION OF TOWN POLICE PROTECTION IMPACT FEES; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 28. FINANCE. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. " **(THIS ITEM WAS REMOVED FROM THE AGENDA AND WILL BE ON A FUTURE AGENDA FOR "SECOND READING" AND ADOPTION)**

10. PUBLIC COMMENTS

There were no additional public Comments.

11. ADJOURNMENT

Mayor Fiers adjourned the Meeting at 9:28 pm.

Approved this ____ day of July 2021.

Attest:

Alan Fiers, Mayor

Evyonne Browning, Town Clerk

(Seal)

CIVIC RESERVATION FORM **ITEM 3b**Civic Organization _____ Event Date: Feb. 4/5, 20221st Floor _____ 2nd Floor X (Indicate by checking both if 1st & 2nd Floor is needed due to nature of event)**CONTACT INFORMATION**Event Contact Name: Kathleen Denis Phone: 954-593-3100Alternate Contact Person & Phone: Jeff Denis**EVENT INFORMATION (Please check which best describes your event)**____ Party/Luncheon ____ Meeting ____ Banquet X Other Art Exhibit

| | | | | |
|------------------------|---------------------------|----------------------------|------------------|----------------|
| Time event will begin | <u>FRI</u> <u>5 pm</u> | <u>SAT</u> <u>10 am</u> | Time for access | <u>9 am</u> |
| Time event will end | <u>8 pm</u> | <u>4 pm</u> | Time for lock up | <u>5:30 pm</u> |
| Anticipated attendance | <u>80</u> | <u>80</u> | | |

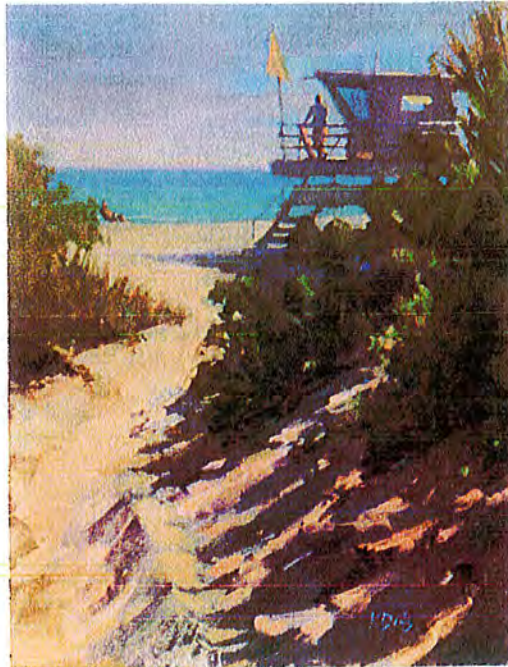
| GENERAL EVENT INFORMATION | YES | NO |
|---|-----------|----------|
| Will alcoholic beverages be served at your event? If yes, State and local laws apply with regards to alcohol consumption. The <u>sale</u> of alcohol must be permitted and sold by a licensed vendor. | <u>X</u> | |
| 1st FLOOR FACILITY USE | | |
| Will your event require the use of the BBQ grill? | | <u>X</u> |
| Will your event require the use of the 1 st floor kitchen? | | <u>X</u> |
| Will your event require the use of the 1 st floor restrooms? | <u>X</u> | |
| Will your event require additional set-up needs? If yes, please describe below. | <u>X</u> | |
| 2nd FLOOR SET-UP INFORMATION | | |
| Will your event need the dance floor? | <u>X</u> | |
| Will your event need the projector and screen? | <u>X</u> | |
| Number of chairs requested (maximum 130) | <u>20</u> | |
| Number of 6' round tables requested (maximum 14) | <u>6</u> | |
| Number of 6' rectangle tables requested (maximum 8) | <u>3</u> | |
| Number of card tables requested (maximum 10) | | |

Please indicate event set up by placing a check by the format which best suits your needs (2nd floor only). Please provide a set-up diagram and decoration details with this application.

____ Meeting Style ____ Classroom Style X Banquet Style ____ Other

Notes: _____

"Drawn To The Island Painting Palm Beach Shores and Beyond"



"On Watch" Oil, 14x11 by Kathleen Denis

The Town of Palm Beach Shores is honored to present an
Art Exhibit by three Florida Landscape Artists:
Kathleen Denis, Linda Apriletti and Manon Sander

Their beautiful plein-air paintings of Palm Beach Shores
and other island locations will be displayed
and available for purchase.

The artists have generously agreed to donate 25% of all
proceeds to the Town for a beautification project.

Refreshments will be served thanks to support from the POA.

Friday, March 29, 5 PM – 8 PM

& Saturday March 30, 10 AM – 4 PM

Community Center 90 Edwards Lane, Palm Beach Shores, FL

Feb 4th & 5th

560-7-03
Item 3c

RESIDENT RESERVATION APPLICATION

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

RESIDENT INFORMATION

Requested Date & Facility: 02/22/2022 Palm Beach Shores Community Center 1st Floor ☒ 2nd Floor ☒

Name of Resident: Peggy Naegle

Address: 238 Blossom Lane

City: Palm Beach Shores State: FL Zip: 33404

Phone: Cell 561.713.8400 Cell: 561-844-4253

E-mail: Timv20@gmail.com

Alternate Contact: Laura McDonald - 561.644.6485

EVENT INFORMATION

| | | | |
|--|--------------|---|---|
| Type of event | Wedding | Using outside caterer | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Anticipated attendance | 75 (Max 120) | Alcoholic Beverages | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Requested access time | 1pm - 11pm | State & local laws apply to alcohol consumption; sale of alcohol must be permitted and sold by a licensed vendor. | |
| Time event will begin | 4pm | Type of decorations: | |
| Time event will end | 10:30 | Tablecloths, Flowers, Runner(s), Lights/Lanterns | |
| Facility close time | 11 | Additional Considerations: | |
| Maximum 10-hour rental; \$100+tax per additional hour (pre-approval required) No time after Midnight | | | |

| 1st Floor | 2nd Floor (max capacity 120) |
|---|--|
| <input checked="" type="checkbox"/> 1st floor - open restrooms (\$50 + tax) | 8 # of 6' round tables (maximum 12) |
| <input type="checkbox"/> BBQ grill (\$25 + tax) | 75 # of chairs (maximum 130) |
| <input checked="" type="checkbox"/> 1st floor kitchen (\$25 + tax) | 8 # of 6' rectangle tables (maximum 8) |
| <input type="checkbox"/> # of 6' rectangle tables (maximum 8) | 6 # of round bistro tables (maximum 8) |
| <input checked="" type="checkbox"/> Mandatory Cleaning Fee \$145 | # of card tables (maximum 6) |
| Additional set-up needs: | <input checked="" type="checkbox"/> Mandatory Cleaning Fee \$185 |
| | Additional set-up needs: |

Peggy Naegle

Resident Printed Name

Peggy Naegle
Resident Signature

6/24/2022
Date



Town of Palm Beach Shores
Community Center Rental
Check List

Date of Event: 02/22/2021 Name of Renter: Peggy ~~Naegele~~ Nagele

Required Forms

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

Required Fees

First Floor:

| | | |
|-----------------------------|------------------------------|---------------|
| Security Deposit | \$ 50.00 (Refundable) | <u>50.00</u> |
| Rental Fee (10 Hours) | \$ 53.50 (Tax Included) | <u>53.50</u> |
| Additional Hours | \$ 53.50/hour (Tax Included) | _____ |
| Grill | \$ 26.75 (Tax Included) | _____ |
| Kitchen | \$ 26.75 (Tax Included) | <u>26.75</u> |
| Cleaning Fee | \$145.00 | <u>145.00</u> |
| Special Permit (50+ Guests) | \$ 50.00 | _____ |

Second Floor:

| | | |
|-----------------------------|----------------------------|---------------|
| Security Deposit | \$500.00 (Refundable) | <u>500.00</u> |
| Rental Fee (10 Hours) | \$428.00 (Tax Included) | <u>428.00</u> |
| Additional Hours | \$107.00/hr (Tax Included) | _____ |
| Cleaning Fee | \$185.00 | <u>185.00</u> |
| Special Permit (50+ Guests) | \$ 50.00 | <u>50.00</u> |



DATE SUBMITTED

JUN 23 2021
98

PERMIT NO. _____

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

Please check a box
below if you are a:

Police Officer ☐
Fire Fighter ☐
Teacher ☐

Type of event: Wedding Location: Community Ctr.
Sponsor: Margaret Nageler Telephone: 561-
Property owner's consent and acknowledgement of responsibility:

Signature: Margaret Nageler

Date and Time: 2/22/2022 Time it ends: 10:30 pm
Number of participants: 75

Proof of insurance attached? Yes _____ No _____

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

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

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

APPROVED:

Fire Department: _____ Sheriff's Office: _____

Number of off-duty officers required: _____

Date of Commission Review: _____ Approved: _____



Town of Palm Beach Shores

Community Center Rental

Check List

Beach Rental:

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

Total Due

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

[Signature]

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.

[Signature]

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.

[Signature]

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.

[Signature]

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.

[Signature]

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]

Signature of Renter

6/24/22

Date

Signature of Community Center Coordinator

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/02/2021

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

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

| PRODUCER 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 Margaret "Peggy" Nagele 238 Blossom Lane Palm Beach Shores FL 33410 | <table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Lloyds Syndicate 2623</td><td>AA-1128623</td></tr><tr><td>INSURER B: Lloyds Syndicate 623</td><td>AA-1126623</td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table> | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A: Lloyds Syndicate 2623 | AA-1128623 | INSURER B: Lloyds Syndicate 623 | AA-1126623 | INSURER C: | | INSURER D: | | INSURER E: | | INSURER F: | |
| INSURER(S) AFFORDING COVERAGE | NAIC # | | | | | | | | | | | | | | |
| INSURER A: Lloyds Syndicate 2623 | AA-1128623 | | | | | | | | | | | | | | |
| INSURER B: Lloyds Syndicate 623 | AA-1126623 | | | | | | | | | | | | | | |
| INSURER C: | | | | | | | | | | | | | | | |
| INSURER D: | | | | | | | | | | | | | | | |
| INSURER E: | | | | | | | | | | | | | | | |
| INSURER F: | | | | | | | | | | | | | | | |

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

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

| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSD WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|--|--------------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor Liability <input type="checkbox"/> Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | Y | EH-771321-L2729968 | 02/22/2022 12:01 AM | 02/23/2022 12:01 AM | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ INCLUDED Deductible \$ 1,000 |
| | <input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED \$ RETENTION \$ | <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| | <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N <input type="checkbox"/> N/A | | | | 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 CG 20 26 07 04.
Attendance: 100, Event Type: Weddings and Wedding Receptions

CERTIFICATE HOLDER**CANCELLATION**

| | |
|---|---|
| The 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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DATE SUBMITTED _____

PERMIT NO. _____

Item 3d

Town of Palm Beach Shores

APPLICATION FOR SPECIAL EVENTS PERMIT

(Section 18-27 of Town Code)

Please check a box
below if you are a:

Police Officer ☐
Fire Fighter ☐
Teacher ☐

Type of event: FESTIVAL Location: SALEFISH MARINA RESORTSponsor: MARIO FLORES
THE REEF INSTITUTE Telephone: 561-779-3333

Property owner's consent and acknowledgement of responsibility:

Signature: _____

Date and Time: 8-14-21 @ 12:00 pm Time it ends: 9:00 pmNumber of participants: 200Proof of insurance attached? Yes _____ No XCopy of all required state and county permits if event will be held on or
utilize state and/or county-controlled property.Please indicate any traffic, fire-rescue, utilities impact, and/or mitigation
plan:

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

APPROVED:

Fire Department: _____ Sheriff's Office: _____

Number of off-duty officers required: _____

Date of Commission Review: _____ Approved: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
07/01/2021

Holder Identifier : Sailfish Marina

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.

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| | | | |
|---|--|---------------------------------------|---------------|
| PRODUCER Aon Risk Services Northeast, Inc. Cincinnati OH Office 8044 Montgomery Road Suite 405 Cincinnati OH 45236-2919 USA | CONTACT NAME: | | |
| | PHONE (A/C. No. Ext): (866) 283-7122 | FAX (A/C. No.): (800) 363-0105 | |
| | E-MAIL ADDRESS: | | |
| INSURED Sailfish Marina 98 and 142 Lake Drive Palm Beach FL 33404 USA | INSURER(S) AFFORDING COVERAGE | | NAIC # |
| | INSURER A: Travelers Property Cas Co of America | | 25674 |
| | INSURER B: | | |
| | INSURER C: | | |
| | INSURER D: | | |
| | INSURER E: | | |
| | INSURER F: | | |

COVERAGES**CERTIFICATE NUMBER:** 570088282011**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.

Limits shown are as requested

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|--|-------------------------|-------------------------|--|
| | COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | | | | EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION <input type="checkbox"/> | | | | | | EACH OCCURRENCE AGGREGATE |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A | | | | | | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT |
| A | Marina Operator | | | ZOL16N8552A Marina Operators Liab-All | 07/01/2021 | 07/01/2022 | Limit \$1,000,000 |

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

RE: Big Dog Fat Cat KDW Tournament July 10-11, 2020. Certificate Holder is included as Additional Insured in accordance with the policy provisions of the Marina Operator Liability policy.

CERTIFICATE HOLDER**CANCELLATION**

| | |
|---|--|
| Town of Palm Beach Shores 247 Edwards Lane Palm Beach Shores FL 33404 USA | 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 <i>Aon Risk Services Northeast, Inc.</i> |

Certificate No : 570088282011





CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
07/01/2021

Holder Identifier : American Financial

Certificate No : 570088282013



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| PRODUCER Aon Risk Services Northeast, Inc. Cincinnati OH Office 8044 Montgomery Road Suite 405 Cincinnati OH 45236-2919 USA | CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105 E-MAIL ADDRESS: | | | | | | | | | | | | | | |
|---|---|-------------------------------|--------|---|-------|------------|--|------------|--|------------|--|------------|--|------------|--|
| INSURED American Financial Group, Inc. 301 E. 4th Street, Suite 15s Cincinnati OH 45202-4201 USA | <table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Travelers Property Cas Co of America</td><td>25674</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table> | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A: Travelers Property Cas Co of America | 25674 | INSURER B: | | INSURER C: | | INSURER D: | | INSURER E: | | INSURER F: | |
| INSURER(S) AFFORDING COVERAGE | NAIC # | | | | | | | | | | | | | | |
| INSURER A: Travelers Property Cas Co of America | 25674 | | | | | | | | | | | | | | |
| INSURER B: | | | | | | | | | | | | | | | |
| INSURER C: | | | | | | | | | | | | | | | |
| INSURER D: | | | | | | | | | | | | | | | |
| INSURER E: | | | | | | | | | | | | | | | |
| INSURER F: | | | | | | | | | | | | | | | |

COVERAGES **CERTIFICATE NUMBER:** 570088282013 **REVISION NUMBER:**

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| | COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER: | | | | | | EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION | | | | | | EACH OCCURRENCE AGGREGATE |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A | | | | | | PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT |
| A | Marina Operator | | | ZOL16N8552A Marina Operators Liab-All | 07/01/2021 | 07/01/2022 | Limit \$1,000,000 |

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

Town of Palm Beach Shores is included as an Additional Insured on Marina Operator Liability policy as required by written contract but limited to the operations of the Insured under said contract and always subject to the policy terms, conditions and exclusions. Waiver of Subrogation is granted in favor of Town of Palm Beach Shores on Marina Operator Liability policy as required by written contract but limited to the operations of the Insured under said contract and always subject to the policy terms, conditions and exclusions. Vessels Insured: Renate and Hattie Gale.

CERTIFICATE HOLDER

CANCELLATION

| | |
|---|--|
| Town of Palm Beach Shores 247 Edwards Lane Palm Beach Shores FL 33404 USA | 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 <i>Aon Risk Services Northeast Inc.</i> |
|---|--|

07-05



DATE SUBMITTED _____

Item 3e
Sailfish Ambers Outreach
PERMIT NO. _____

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

Please check a box
below if you are a:

Police Officer ☐
Fire Fighter ☐
Teacher ☐

Type of event: FISHING TOURNAMENT Location: SAULFIST MARINA RESORT

Sponsor: AMBER'S OUTREACH Telephone: 561-779-3333

Property owner's consent and acknowledgement of responsibility:

Signature: _____

Date and Time: 8-7-21 @ 5:30p Time it ends: 8:30p

Number of participants: 100

Proof of insurance attached? Yes _____ No X

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

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

Permit fee \$50 0 (Untimely application \$150 ✓) Receipt # _____

APPROVED:

Fire Department: _____ Sheriff's Office: _____

Number of off-duty officers required: _____

Date of Commission Review: _____ Approved: _____

Any special event within the Town of Palm Beach Shores at which more than 50 persons are proposed to be in attendance and which is not covered under regular licenses and registration regulation must obtain a permit from the Town. Any event where less than 50 persons are proposed to be in attendance is specifically exempted from this requirement.

Written application with fee and all required documentation must be received by the Town Clerk's office **no less than 30 days prior to the Town Commission meeting** immediately preceding the date proposed for the special event.

An application received after the 30-day deadline may be accepted subject to an application fee of \$150.00. No application will be eligible to be discussed at a Town Commission meeting if received less than 5 days prior to the meeting.



DATE SUBMITTED _____

 Item 3f
 Sailfish 0-7 6
 PERMIT NO. _____

Town of Palm Beach Shores

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

 Please check a box
 below if you are a:

 Police Officer ☐
 Fire Fighter ☐
 Teacher ☐

 Type of event: FISHING TOURNAMENT Location: SAILFISH MARINA
BOYS TOWN OF SOUTH FLORIDA
 Sponsor: ONTARIO SOCIETY CLASSIC Telephone: 561-779-3333

Property owner's consent and acknowledgement of responsibility: _____

Signature: _____

 Date and Time: 9.3.21 / 9.4.21 @ 3pm Time it ends: 10pm

 Number of participants: 200 EACH DAY

 Proof of insurance attached? Yes _____ No X

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

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

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

APPROVED:

Fire Department: _____ Sheriff's Office: _____

Number of off-duty officers required: _____

Date of Commission Review: _____ Approved: _____

Any special event within the Town of Palm Beach Shores at which more than 50 persons are proposed to be in attendance and which is not covered under regular licenses and registration regulation must obtain a permit from the Town. Any event where less than 50 persons are proposed to be in attendance is specifically exempted from this requirement.

Written application with fee and all required documentation must be received by the Town Clerk's office **no less than 30 days prior to the Town Commission meeting** immediately preceding the date proposed for the special event.

An application received after the 30-day deadline may be accepted subject to an application fee of \$150.00. No application will be eligible to be discussed at a Town Commission meeting if received less than 5 days prior to the meeting.

07-07



RESIDENT RESERVATION APPLICATION

Item 3g
Blash event

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

RESIDENT INFORMATION

Requested Date & Facility: 1-29-22 1st Floor ☒ 2nd Floor ☒

Name of Resident: Tim + Tricia Blash

Address: 324 Linda Ln

City: PBS State: FL Zip: 33404

Phone: (561) 313-6949 Cell: (Same)

E-mail: pblash@aol.com

Alternate Contact: Tim (561) 718-1925

EVENT INFORMATION

| | | | |
|--|----------------------|---|------------------|
| Type of event | <u>Party</u> | Using outside caterer | Yes ____ No ____ |
| Anticipated attendance | <u>100</u> (Max 120) | Alcoholic Beverages | Yes ____ No ____ |
| Requested access time | <u>2:00 PM</u> | State & local laws apply to alcohol consumption; sale of alcohol must be permitted and sold by a licensed vendor. | |
| Time event will begin | <u>7:00 PM</u> | Type of decorations: | |
| Time event will end | <u>11:00 PM</u> | | |
| Facility close time | <u>12:00 AM</u> | Additional Considerations: | |
| Maximum 10-hour rental; \$100+tax per additional hour (pre-approval required) No time after Midnight | | | |

| 1st Floor | | 2nd Floor (max capacity 120) | |
|---|--|------------------------------|--------------------------------------|
| 1st floor - open restrooms (\$50 + tax) | | <u>10</u> | # of 6' round tables (maximum 12) |
| BBQ grill (\$25 + tax) | | <u>80</u> | # of chairs (maximum 130) |
| 1st floor kitchen (\$25 + tax) | | <u>5</u> | # of 6' rectangle tables (maximum 8) |
| # of 6' rectangle tables (maximum 8) | | <u>8</u> | # of round bistro tables (maximum 8) |
| Mandatory Cleaning Fee \$145 | | <u>0</u> | # of card tables (maximum 6) |
| Additional set-up needs: | | Mandatory Cleaning Fee \$185 | |
| | | Additional set-up needs: | |
| | | | |

Patricia Blash

Resident Printed Name

Patricia Blash

Resident Signature

7-17-21

Date

Town of Palm Beach Shores

247 Edwards Lane
Palm Beach Shores FL 33404

Patricia Blash
324 Linda Lane, PBS
Event 1.29.22 Party 100 participants
Community Center

Town of Palm Beach Shores

| | | | | |
|------------------|-----------------|----------------------|-----------------|-------------------------|
| Receipt #: 15784 | Date: 7/21/2021 | From: Patricia Blash | Register: Sandi | Operator ID: asystadmin |
|------------------|-----------------|----------------------|-----------------|-------------------------|

| | | |
|-----------------------|--|-------------------|
| Miscellaneous Receipt | Comm Cntr Cleaning Fee Patricia Blash | \$185.00 |
| | Cleaning Fee Patricia Blash 1.29.22 Balance: | |
| Miscellaneous Receipt | Comm Cntr Deposit - + P Patricia Blash | \$500.00 |
| | osit - + Patricia Blash 1.29.22 Party Balance: | |
| Miscellaneous Receipt | Comm Cntr Rental - +Pat Patricia Blash | \$428.00 |
| | intr Rental - +Patricia Blash 1.29.22 Balance: | |
| Miscellaneous Receipt | Special Permits Patricia Patricia Blash | \$50.00 |
| | ricia Blash 100 participants 1.29.22 Balance: | |
| | Total Receipts | \$1,163.00 |
| | Check - 548 | \$1,163.00 |
| | Change Due: | \$0.00 |

Thank you.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/13/2021

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

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| | | | |
|---|--|---|--|
| 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 Patricia Blash 324 LINDA LN 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 <input checked="" type="checkbox"/> Host Liquor Liability <input type="checkbox"/> Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | Y | | 3DS5472-M2232008 | 01/29/2022 12:01 AM | 01/30/2022 12:01 AM | EACH OCCURRENCE \$ 1,000,000 |
| | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 | | | | | | |
| | MED EXP (Any one person) \$ 5,000 | | | | | | |
| | PERSONAL & ADV INJURY \$ 1,000,000 | | | | | | |
| | GENERAL AGGREGATE \$ 2,000,000 | | | | | | |
| | | | | | | | PRODUCTS - COMP/OP AGG \$ 1,000,000 |
| | | | | | | | Deductible \$ 1,000 |
| | <input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ |
| | | | | | | | BODILY INJURY (Per person) \$ |
| | | | | | | | BODILY INJURY (Per accident) \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) \$ |
| | | | | | | | \$ |
| | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$ | | | | | | EACH OCCURRENCE \$ |
| | | | | | | | AGGREGATE \$ |
| | | | | | | | \$ |
| | <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | 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: Birthday Party - No Charge for Admission / Invite Only.

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
MONTHLY FINANCIAL REPORT

Item 5a
Financial Report

| | CASH & INVESTMENTS | REVENUE | | | |
|------------------|-----------------------|---------------------|-------------------|---------------------|-------------|
| | | BUDGET | CURRENT | YEAR TO DATE | % OF BUDGET |
| 9/30/2020 | \$ 3,219,333 | \$ 5,575,352 | \$ 179,511 | \$ 5,262,439 | 94% |
| 10/31/2020 | \$ 2,541,442 | \$ 5,377,248 | \$ 24,650 | \$ 24,650 | 0% |
| 11/30/2020 | \$ 2,314,637 | \$ 5,517,240 | \$ 395,757 | \$ 420,408 | 8% |
| 12/31/2020 | \$ 4,830,513 | \$ 5,517,240 | \$ 2,948,576 | \$ 3,368,983 | 61% |
| 1/31/2021 | \$ 5,047,525 | \$ 5,517,240 | \$ 591,168 | \$ 3,960,152 | 72% |
| 2/28/2021 | \$ 4,795,384 | \$ 5,517,240 | \$ 250,348 | \$ 4,210,500 | 76% |
| 3/31/2021 | \$ 4,556,169 | \$ 5,517,240 | \$ 163,710 | \$ 4,374,210 | 79% |
| 4/30/2021 | \$ 4,247,522 | \$ 5,517,240 | \$ 336,516 | \$ 4,710,726 | 85% |
| 5/31/2021 | \$ 4,288,040 | \$ 5,517,240 | \$ 317,176 | \$ 5,027,902 | 91% |
| 6/30/2021 | \$ 4,079,299 | \$ 5,517,240 | \$ 173,004 | \$ 5,200,906 | 94% |
| 6/30/2020 | \$ 3,815,455 | \$ 5,575,532 | \$ 121,260 | \$ 4,813,233 | 86% |
| 7/31/2021 | | | | | |
| 8/31/2021 | | | | | |
| 9/30/2021 | | | | | |

| | EXPENDITURES | | | | | |
|------------------|---------------------|-------------------|------------------|-------------------|---------------------|-------------|
| | BUDGET | DISBURSEMENTS | ACCRUALS | CURRENT EXP | YEAR TO DATE | % OF BUDGET |
| 9/30/2020 | \$ 5,575,352 | \$ 248,589 | \$ 75,396 | \$ 323,985 | \$ 5,183,461 | 93% |
| 10/31/2020 | \$ 5,377,248 | \$ 521,312 | \$ 218,900 | \$ 740,212 | \$ 740,212 | 14% |
| 11/30/2020 | \$ 5,517,240 | \$ 635,224 | \$ (288,866) | \$ 346,358 | \$ 1,086,570 | 20% |
| 12/31/2020 | \$ 5,517,240 | \$ 433,524 | \$ 49,165 | \$ 482,689 | \$ 1,569,259 | 28% |
| 1/31/2021 | \$ 5,517,240 | \$ 375,940 | \$ 6,232 | \$ 382,172 | \$ 1,951,431 | 35% |
| 2/28/2021 | \$ 5,517,240 | \$ 502,808 | \$ (150,568) | \$ 352,240 | \$ 2,303,672 | 42% |
| 3/31/2021 | \$ 5,517,240 | \$ 403,750 | \$ 28,481 | \$ 432,232 | \$ 2,735,903 | 50% |
| 4/30/2021 | \$ 5,517,240 | \$ 594,596 | \$ 8,198 | \$ 602,794 | \$ 3,338,697 | 61% |
| 5/31/2021 | \$ 5,517,240 | \$ 318,378 | \$ 58,015 | \$ 376,394 | \$ 3,715,091 | 67% |
| 6/30/2021 | \$ 5,517,240 | \$ 356,393 | \$ 36,154 | \$ 392,547 | \$ 4,107,638 | 74% |
| 6/30/2020 | \$ 5,575,352 | \$ 378,352 | \$ (51,148) | \$ 429,499 | \$ 4,038,307 | 72% |
| 7/31/2021 | | | | | | |
| 8/31/2021 | | | | | | |
| 9/30/2021 | | | | | | |

*Budget Amendment #1 was approved at the October 2020 Commission meeting.
Budget Amendment #2 was approved at the April 2021 Commission meeting.*

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

Town of Palm Beach Shores
Budget Summary Report
June 2021

| | | | <i>Jun Benchmark</i> | <i>75.0%</i> |
|-----------------------------------|------------------------|------------------------|-------------------------|--------------|
| | BUDGET | YTD | Favorable(Unfav) | % |
| REVENUE | | | | |
| Revenue (without appr'd F/B) | \$ 5,217,658.00 | \$ 5,200,906.04 | \$ (16,751.96) | 99.7% |
| Appropriated Fund Balance | 299,582.00 | - | (299,582.00) | |
| TOTAL REVENUE | \$ 5,517,240.00 | \$ 5,200,906.04 | \$ (316,333.96) | 94.3% |
| EXPENDITURES BY DEPARTMENT | | | | |
| | | % of total | | % of total |
| Administration | \$ 468,689.00 | 8% | \$ 334,438.75 | 8% |
| Legal | 135,800.00 | 2% | 90,343.89 | 2% |
| Public Works | 335,288.00 | 6% | 238,820.65 | 6% |
| Police | 1,681,907.00 | 30% | 1,402,037.04 | 34% |
| Fire | 697,084.00 | 13% | 457,198.71 | 11% |
| Building | 217,151.00 | 4% | 212,257.05 | 5% |
| Emergency Disaster | - | 0% | 4,074.03 | 0% |
| Solid Waste | 203,500.00 | 4% | 142,837.54 | 3% |
| Legislative | 18,487.00 | 0% | 5,493.86 | 0% |
| Streets/Storm Sewers | 24,125.00 | 0% | 16,237.18 | 0% |
| Parks | 149,542.00 | 3% | 99,978.35 | 2% |
| Beach | 101,221.00 | 2% | 68,720.18 | 2% |
| Lift Stations/Sewer Service | 22,975.00 | 0% | 22,233.75 | 1% |
| Contingencies | 41,681.00 | 1% | - | 0% |
| Debt Service | 495,855.00 | 9% | 495,854.58 | 12% |
| Emergency Medical Services | 341,603.00 | 6% | 255,575.76 | 6% |
| Community Center | 39,440.00 | 1% | 30,017.61 | 1% |
| Risk Management | 123,100.00 | 2% | 123,829.00 | 3% |
| Capital | 419,792.00 | 8% | 107,690.19 | 3% |
| TOTAL EXPENDITURES | \$ 5,517,240.00 | \$ 4,107,638.12 | \$ 1,409,601.88 | 74.5% |
| CHANGE IN FUND BALANCE | | | | |
| | - | 1,093,267.92 | 1,093,267.92 | |

Explanation of Variances:

Police - PBSO is paid monthly in advance.

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

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

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

Debt Service - paid in full.

Community Center - terminte tenting complete.

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

Town of Palm Beach Shores
Disbursements - June 2021

| Check # | Type | Date | Vendor Name | Amount |
|---------|------|-----------|---|---------------|
| 2883 | C | 6/3/2021 | 861 BrightView Landscape Services, Inc. | \$ 7,065.16 |
| 2884 | C | 6/3/2021 | 52 Comcast | \$ 41.45 |
| 2885 | C | 6/3/2021 | 107 Davis & Associates, P.A. | \$ 22,569.40 |
| 2886 | C | 6/3/2021 | 863 Diversified Building Department Management | \$ 6,190.00 |
| 2887 | C | 6/3/2021 | 746 Essential Net Solutions | \$ 1,143.95 |
| 2888 | C | 6/3/2021 | 116 GateHouse West Palm Beach - Adv | \$ 282.08 |
| 2889 | C | 6/3/2021 | 89 Home Depot Credit Svcs | \$ 158.63 |
| 2890 | C | 6/3/2021 | 821 Robert Villagomez | \$ 57.66 |
| 2891 | C | 6/3/2021 | 881 South Central Planning & Development Commission | \$ 1,833.33 |
| 2892 | C | 6/3/2021 | 592 Trevor Steedman | \$ 81.46 |
| 2893 | C | 6/3/2021 | 786 Zach's Dive Service | \$ 750.00 |
| 2894 | C | 6/10/2021 | 933 All Out Advertising, Inc. | \$ 177.40 |
| 2895 | C | 6/10/2021 | 823 AT&T Mobility | \$ 69.98 |
| 2896 | C | 6/10/2021 | 673 Bishop's Water Company | \$ 448.50 |
| 2897 | C | 6/10/2021 | 129 Bret Worcester | \$ 50.00 |
| 2898 | C | 6/10/2021 | 859 Carpenter Electric, Inc. | \$ 481.58 |
| 2899 | C | 6/10/2021 | 53 Concentra Occupation Health Centers of South FL | \$ 140.50 |
| 2900 | C | 6/10/2021 | 65 Federal Background Services, Inc. | \$ 150.00 |
| 2901 | C | 6/10/2021 | 80 FL Public Utilities | \$ 172.51 |
| 2902 | C | 6/10/2021 | 659 Image Janitorial Services, Inc. | \$ 2,420.00 |
| 2903 | C | 6/10/2021 | 917 Lancier Castro | \$ 496.97 |
| 2905 | C | 6/10/2021 | 858 Palm Beach County Sheriff's Office | \$ 137,364.83 |
| 2906 | C | 6/10/2021 | 16 Palmdale Oil Company, Inc. | \$ 437.60 |
| 2907 | C | 6/10/2021 | 196 Performance NAPA | \$ 109.37 |
| 2908 | C | 6/10/2021 | 655 PV Business Solutions | \$ 298.50 |
| 2909 | C | 6/10/2021 | 836 RIPPrint, LLC | \$ 622.50 |
| 2910 | C | 6/10/2021 | 129 Susan Kingcade | \$ 50.00 |
| 2911 | C | 6/10/2021 | 129 Tina Stogiannis | \$ 500.00 |
| 2912 | C | 6/10/2021 | 934 Triton Pools of South FL, LLC | \$ 75.00 |
| 2913 | C | 6/10/2021 | 348 United Lighting Sales Inc. | \$ 611.90 |
| 2914 | C | 6/10/2021 | 173 USPS-Hasler | \$ 1,000.00 |
| 2915 | C | 6/10/2021 | 101 Verizon Wireless | \$ 61.37 |
| 2917 | C | 6/10/2021 | 104 Waste Management | \$ 11,487.97 |
| 2918 | C | 6/17/2021 | 324 AC Enforcement, Inc. | \$ 342.00 |
| 2919 | C | 6/17/2021 | 114 Albatross Supply | \$ 687.61 |
| 2920 | C | 6/17/2021 | 7 All Safe Safe & Lock | \$ 374.40 |
| 2921 | C | 6/17/2021 | 737 AT&T | \$ 273.52 |
| 2922 | C | 6/17/2021 | 48 Bug Stoppers | \$ 450.00 |
| 2923 | C | 6/17/2021 | 74 Flagcraft Inc. | \$ 1,385.00 |
| 2924 | C | 6/17/2021 | 75 FL Municipal Insurance Trust | \$ 39,221.25 |
| 2925 | C | 6/17/2021 | 116 GateHouse West Palm Beach - Adv | \$ 457.52 |
| 2926 | C | 6/17/2021 | 862 Jarbas Silva | \$ 496.97 |
| 2927 | C | 6/17/2021 | 935 Jonathan Figueroa | \$ 199.98 |
| 2928 | C | 6/17/2021 | 679 Keehn Emergency Medical Services, Inc | \$ 1,500.00 |
| 2929 | C | 6/17/2021 | 917 Lancier Castro | \$ 73.53 |
| 2930 | C | 6/17/2021 | 95 Lowes | \$ 967.11 |
| 2931 | C | 6/17/2021 | 682 Meyers Turf LLC | \$ 72.00 |
| 2932 | C | 6/17/2021 | 836 RIPPrint, LLC | \$ 120.00 |
| 2933 | C | 6/17/2021 | 907 Sandi Lue | \$ 210.00 |
| 2934 | C | 6/17/2021 | 375 Simmons & White, Inc. | \$ 2,640.00 |
| 2935 | C | 6/17/2021 | 100 Toshiba Business Solutions | \$ 213.20 |

Town of Palm Beach Shores
Disbursements - June 2021

| Check # | Type | Date | Vendor Name | Amount |
|-------------|------|-----------|-------------------------------------|----------------------|
| 2936 | C | 6/17/2021 | 640 Ward-Damon Attorney | \$ 1,314.50 |
| 2937 | C | 6/24/2021 | 933 All Out Advertising, Inc. | \$ 158.40 |
| 2938 | C | 6/24/2021 | 673 Bishop's Water Company | \$ 2,012.50 |
| 2939 | C | 6/24/2021 | 47 Board of County Commissioners | \$ 8,242.93 |
| 2940 | C | 6/24/2021 | 48 Bug Stoppers | \$ 450.00 |
| 2941 | C | 6/24/2021 | 491 Dilo Fire Sprinkler, Inc. | \$ 469.02 |
| 2942 | C | 6/24/2021 | 271 Evyonne Browning | \$ 74.79 |
| 2943 | C | 6/24/2021 | 71 FL Power & Light | \$ 3,111.68 |
| 2944 | C | 6/24/2021 | 90 Hulett Environmental Services | \$ 2,110.00 |
| 2945 | C | 6/24/2021 | 623 National Rescue Consultants | \$ 1,575.00 |
| 2946 | C | 6/24/2021 | 164 PBC Tax Collector | \$ 258.00 |
| 2947 | C | 6/24/2021 | 911 AT&T | \$ 881.39 |
| 2948 | C | 6/24/2021 | 831 Randy's Plumbing, LLC | \$ 5,700.02 |
| 2949 | C | 6/24/2021 | 516 Schmidt Nichols | \$ 1,092.50 |
| 2950 | C | 6/24/2021 | 643 Suntrust Bank | \$ 1,330.71 |
| 2951 | C | 6/24/2021 | 586 The Standard Insurance Company | \$ 239.94 |
| 2952 | C | 6/24/2021 | 592 Trevor Steedman | \$ 18.58 |
| 2953 | C | 6/24/2021 | 348 United Lighting Sales Inc. | \$ 2,443.65 |
| 2954 | C | 6/24/2021 | 103 Comp Benefits | \$ 111.67 |
| 2955 | C | 6/24/2021 | 104 Waste Management | \$ 2,985.11 |
| 2956 | C | 6/24/2021 | 131 WEX BANK | \$ 391.40 |
| 2957 | C | 6/30/2021 | 16 Palmdale Oil Company, Inc. | \$ 427.61 |
| 2958 | C | 6/30/2021 | 52 Comcast | \$ 41.45 |
| 2959 | C | 6/30/2021 | 103 Comp Benefits | \$ 111.67 |
| 2960 | C | 6/30/2021 | 116 GateHouse West Palm Beach - Adv | \$ 1,376.00 |
| 2961 | C | 6/30/2021 | 129 Angela Lopez | \$ 50.00 |
| 2962 | C | 6/30/2021 | 484 Shred-It, c/o Stericycle, Inc. | \$ 107.97 |
| 2963 | C | 6/30/2021 | 676 Guardian | \$ 497.24 |
| 2964 | C | 6/30/2021 | 879 Orlando Rodriguez | \$ 240.00 |
| 2965 | C | 6/30/2021 | 886 Henry Schein, Inc. | \$ 170.77 |
| ADP, LLC | E | 6/25/2021 | 697 ADP, LLC | \$ 332.15 |
| ADP - Taxes | E | 6/4/2021 | 697 ADP - Taxes | \$ 8,350.84 |
| ADP - Taxes | E | 6/4/2021 | 697 ADP - Taxes | \$ 9,567.77 |
| ADP - Wages | E | 6/18/2021 | 697 ADP - Wages | \$ 25,135.10 |
| ADP - Wages | E | 6/18/2021 | 697 ADP - Wages | \$ 28,798.72 |
| FRS | E | 6/4/2021 | 172 FRS | \$ 10,622.32 |
| | | | | \$ 357,262.77 |

| | |
|----------------------------|----------------------|
| General Fund | \$ 356,393.21 |
| Underground Utilities Fund | \$ 869.56 |
| Total | \$ 357,262.77 |

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

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

| | Electric <i>FPL</i> | Water <i>Riviera Beach</i> | Gas <i>FPU</i> | Total |
|-----------|-------------------------------|--------------------------------------|--------------------------|--------------|
| Oct-20 | 20,240.93 | 8,391.34 | 1,647.12 | 30,279.39 |
| Nov-20 | 19,089.87 | 7,706.65 | 2,390.57 | 29,187.09 |
| Dec-20 | 18,281.56 | 6,982.50 | 2,690.69 | 27,954.75 |
| Jan-21 | 15,176.96 | 9,650.12 | 2,890.57 | 27,717.65 |
| Feb-21 | 13,290.31 | 10,153.50 | 2,687.99 | 26,131.80 |
| Mar-21 | 18,192.62 | 8,210.84 | 2,314.49 | 28,717.95 |
| Apr-21 | 14,623.11 | 10,403.28 | 2,048.18 | 27,074.57 |
| May-21 | 19,792.19 | 8,985.65 | 1,618.27 | 30,396.11 |
| Jun-21 | | | | - |
| Jul-21 | | | | - |
| Aug-21 | | | | - |
| Sep-21 | | | | - |
| YTD Total | 138,687.55 | 70,483.88 | 18,287.88 | 227,459.31 |

Town of Palm Beach Shores
Discretionary Sales Tax PBC

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

Current Year Receipts:

| Date of Receipt | Period | |
|-----------------------------|---------------|--------------|
| 11/30/2020 | October 2020 | \$ 6,131.07 |
| 12/23/2020 | November 2020 | \$ 6,262.56 |
| 1/27/2021 | December 2020 | \$ 6,381.85 |
| 2/5/2021 | 4Q adjustment | \$ 2,767.42 |
| 2/26/2021 | January 2021 | \$ 7,632.21 |
| 3/29/2021 | February 2021 | \$ 6,655.91 |
| 4/26/2021 | March 2021 | \$ 6,434.32 |
| 5/14/2021 | 1Q adjustment | \$ 3,003.24 |
| 5/27/2021 | April 2021 | \$ 8,102.42 |
| 6/28/2021 | May 2021 | \$ 7,631.47 |
| Total current year receipts | | \$ 61,002.47 |

Current Year Expenditures:

\$ -

| | |
|--|----------------------|
| Accumulated (unspent) Discretionary Sales Tax as of 6/30/21 | \$ 352,488.94 |
|--|----------------------|

Town of Palm Beach Shores
Building Department

| | Building Permits | Building Department | Net Building | Cumulative Net Bldg |
|------------|---------------------|------------------------|-----------------|------------------------|
| 10/31/2020 | \$ 5,349 | \$ 30,064 | \$ (24,716) | \$ (24,716) |
| 11/30/2020 | \$ 6,343 | \$ 18,078 | \$ (11,735) | \$ (36,451) |
| 12/31/2020 | \$ 25,163 | \$ 29,897 | \$ (4,734) | \$ (41,185) |
| 1/31/2021 | \$ 9,704 | \$ 15,683 | \$ (5,979) | \$ (47,164) |
| 2/28/2021 | \$ 5,757 | \$ 20,119 | \$ (14,362) | \$ (61,526) |
| 3/31/2021 | \$ 11,673 | \$ 15,927 | \$ (4,254) | \$ (65,780) |
| 4/30/2021 | \$ 28,862 | \$ 23,992 | \$ 4,871 | \$ (60,909) |
| 5/31/2021 | \$ 13,810 | \$ 35,860 | \$ (22,051) | \$ (82,960) |
| 6/30/2021 | \$ 26,429 | \$ 22,638 | \$ 3,792 | \$ (79,168) |
| 7/31/2021 | | | | |
| 8/31/2021 | | | | |
| 9/30/2021 | | | | |
| | \$ 133,089 | \$ 212,257 | \$ (79,168) | |

Other related revenues:

| | |
|-----------------------------|-------------|
| Bldg Permit State Surcharge | \$ 3,399 |
| Fire Inspection Fees | \$ 1,741 |
| Code Enf Admin Cost Reimb | \$ 7,890 |
| Site Plan / Variance Fees | \$ 8,600 |
| Land Development Costs | \$ 18,862 |
| Town Code & Ordinance Fines | \$ 21,454 |
| Net Building | \$ (17,222) |

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

Town of Palm Beach Shores
Underground Utilities
as of 6/30/21

| | COST ESTIMATE | TOTAL as of 6/30/21 | 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 | \$ 83,235.17 | \$ 6,764.83 | \$ 90,000.00 | \$ (10,000.00) |
| Construction - Viking | \$ 4,336,460 | \$ 4,236,460.00 | \$ 100,000.00 | \$ 4,336,460.00 | \$ - |
| Construction - Comcast | \$ 250,000 | \$ 528,340.73 | \$ 75.32 | \$ 528,416.05 | \$ (278,416.05) |
| Construction - AT&T | \$ 450,000 | \$ 185,000.00 | \$ 520,000.00 | \$ 705,000.00 | \$ (255,000.00) |
| 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 | \$ 5,388,426.91 | \$ 633,555.64 | \$ 6,021,982.55 | \$ (21,982.55) |
| | | | | | |
| Net Change in Fund Balance | \$ - | \$ 611,573.09 | \$ (633,555.64) | \$ (21,982.55) | \$ (21,982.55) |

Projected costs include the estimated costs to complete for AT&T and Comcast.
We expect to have similar remedial drilling on the AT&T portion of the project.
These costs are estimated to be \$40,000 and are not included above.

PALM BEACH COUNTY SHERIFF'S OFFICE

RIC L. BRADSHAW, SHERIFF



**ITEM 5b1
PBSO report**

July Town commission meeting

Attached is our Monthly reports for statistics and events from the analysts.

2 vehicles were left unlocked in an area business parking lot, we increased our presence there and on the weekends brought in unmarked vehicles into the parking lot from the crime prevention unit. If a trend is found, we will utilize "Sky Cop" the mobile tower that contains multiple cameras and different types of software.

Using CCTV and license plate recognition systems throughout the area including Phil Foster Park and Lake Park suspects are being developed.

2 reports were completed for crimes by area and type over a 5 and then 10-year period were completed by the analysts and released by records division.

We are awaiting the arrival of the 2 new 4X4 pick-up vehicles that are assigned to us along with the new laser/radar which should be here shortly. These are the final 3 items we requested from the Sheriff which he approved and paid for out of the county budget.

Staffing:

Currently one deputy continues on alternate duty stemming from injuries he sustained affecting an arrest.

One deputy has just been cleared by Risk management to return from COVID19 leave, another was placed on COVID19 leave and will be cleared sometime next week. Deputies from this district along with others covered the open shift using overtime.

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

Sergeant Steven Langevin.



June - 2021 - Monthly Strategic Report

| CAD Calls | Monthly Totals |
|---|----------------|
| Business / Residence Checks (Self-Initiated) | 3172 |
| Traffic Stops (Self-Initiated) | 20 |
| Calls for Service (Excluding 1050's & 1061's) | 124 |
| All CAD Calls - Total | 3316 |

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 3316 generated calls within the district. 97% of these calls were self-initiated.

Data below represents Traffic Activity conducted by D20 Deputies

Data Source: D20 Office Staff

| Total Citations | Total Warnings | Parking Citations |
|-----------------|----------------|-------------------|
| 11 | 9 | 0 |

Arrest and NTA Statistics

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

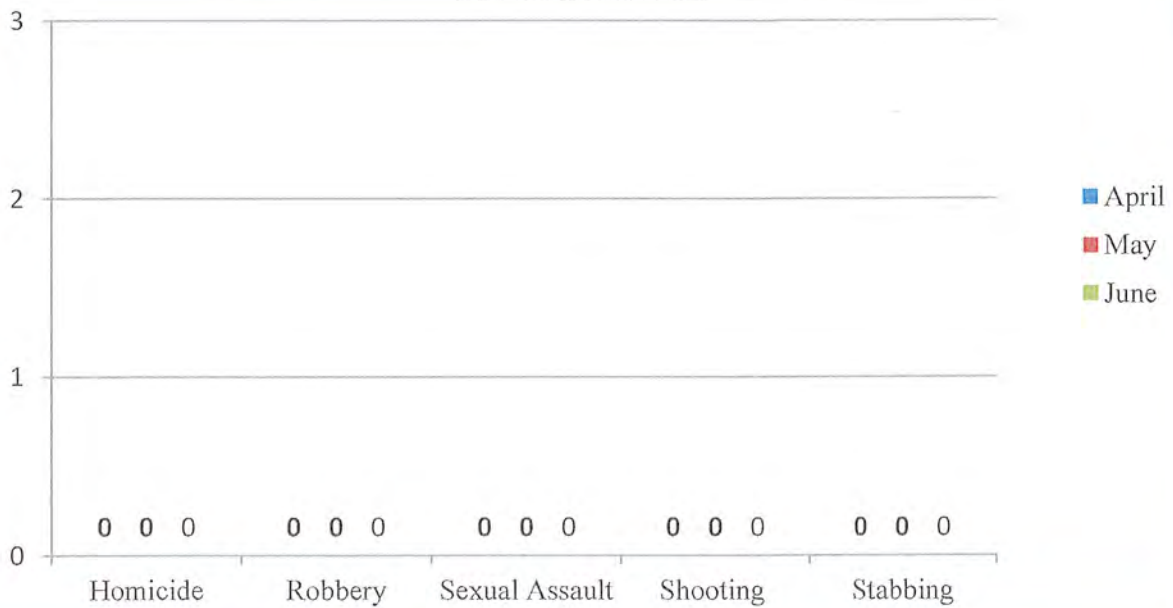
Data Source: CADS/Premier 1

DATA ANALYSIS

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

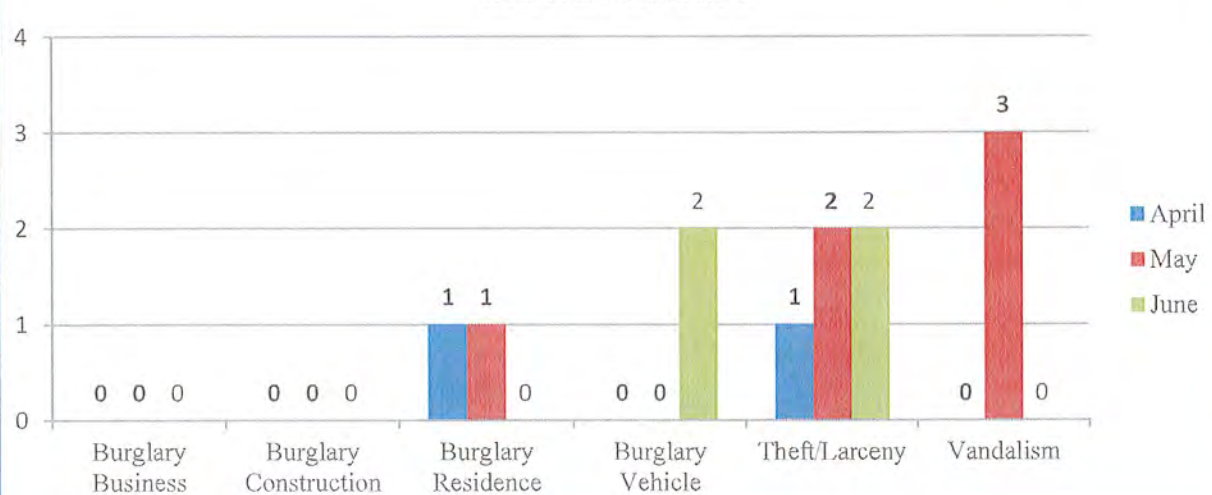
D20 Monthly Stats Homicide, Robbery, Sexual Assault, Shooting, Stabbing

Data Source: CADS/P1



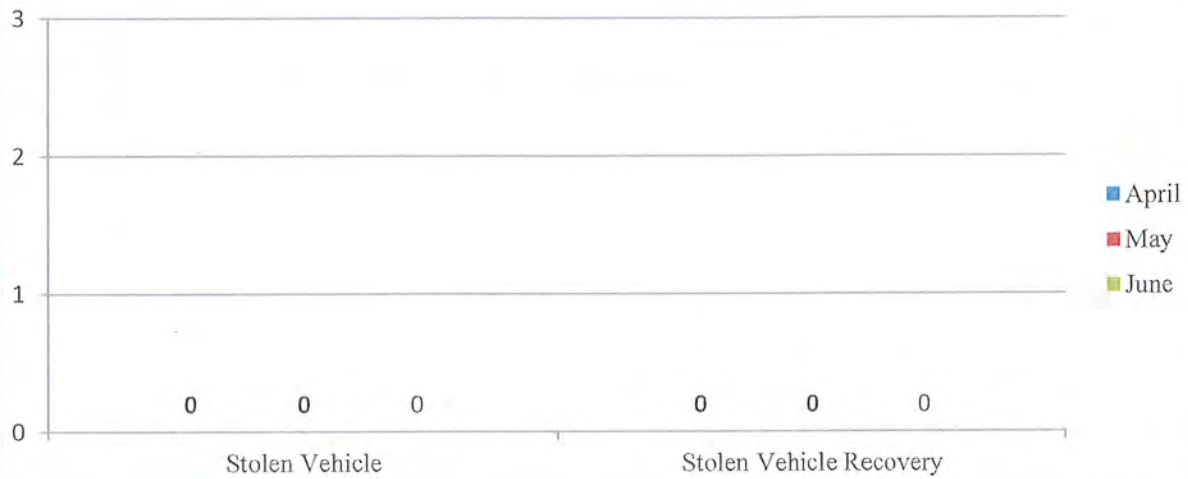
D20 Monthly Stats Burglaries, Theft & Vandalism

Data Source: CADS/P1



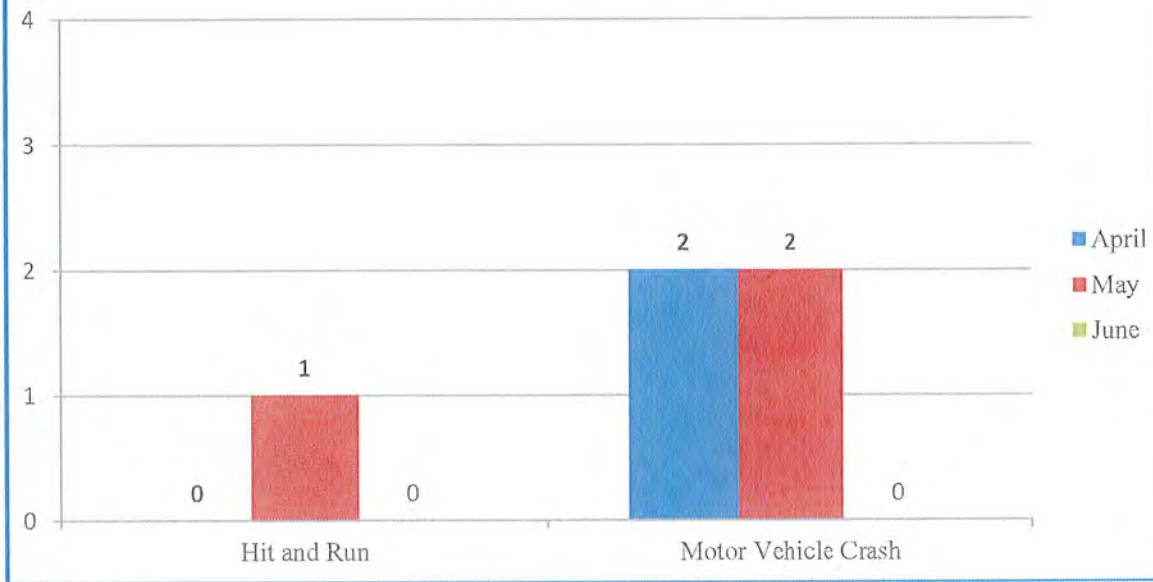
D20 Monthly Stats Stolen Vehicles & Stolen Vehicle Recoveries

Data Source: CADS/P1



D20 Monthly Stats Hit and Run & Motor Vehicle Crash

Data Source: CADS/P1



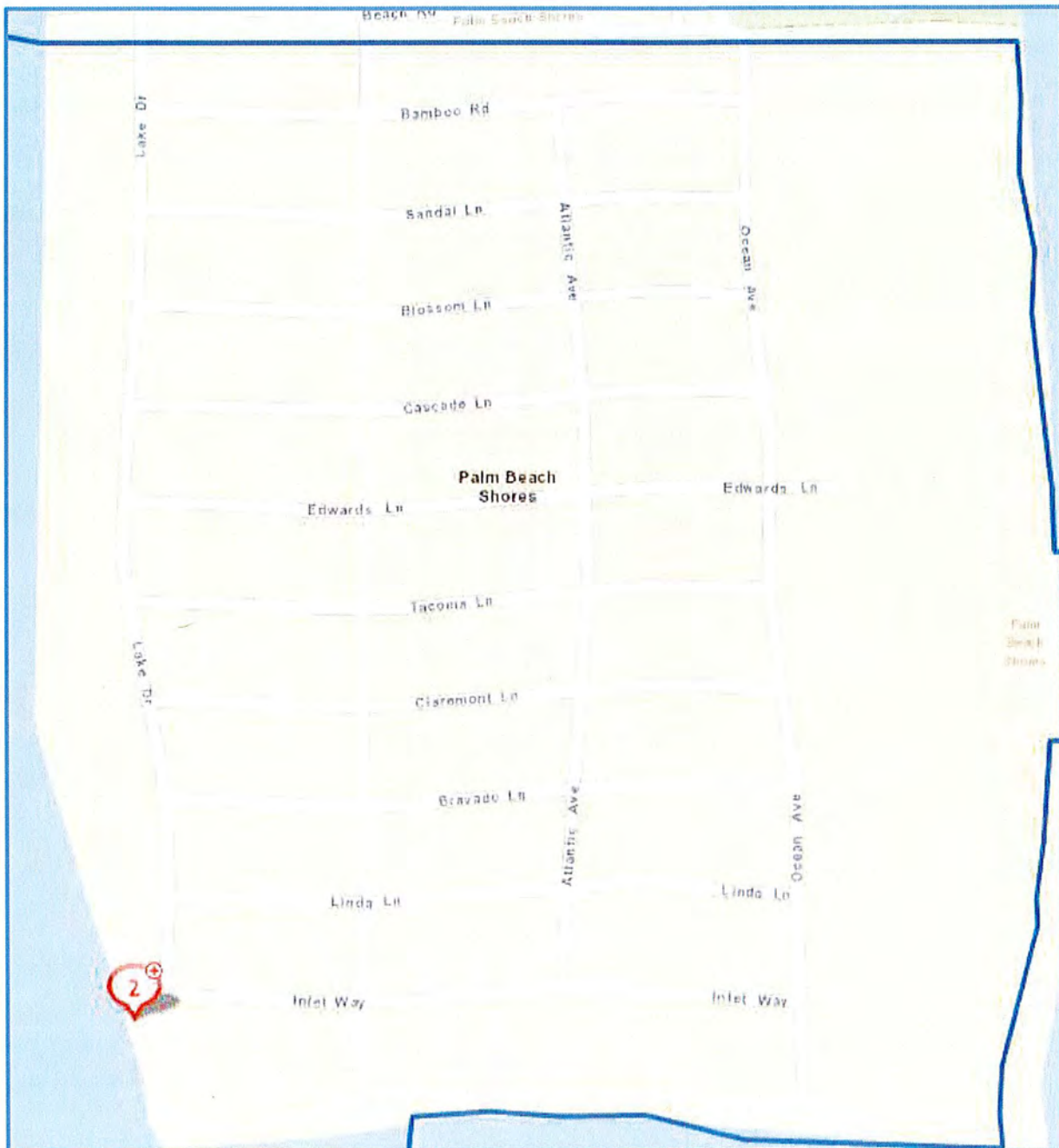
District 20 Map of Activity

Data: Source: CrimeView Dashboard



FIR MAP

2 Records Plotted in CrimeView Dashboard.



(3) Conducted per the FIR Track system.

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



Palm Beach County Sheriff's Office Incident Search

| Incident | Type | Incident Type Description | Date | Beat | Location | Source | Unit | Officer | Priority | Report |
|--------------|------|---------------------------|---------------------|-------|---|---------------|-------|---------|----------|----------|
| 202100615755 | 1050 | 1050 - Vehicle Stop | 06/25/2021 10:12:41 | 20-11 | 100 Inlet Way | Self Initiate | 20A21 | 9576 | 2 | |
| 202100581232 | 1050 | 1050 - Vehicle Stop | 06/15/2021 10:41:29 | 20-11 | Atlantic Ave / Brevado Ln | Self Initiate | 20A12 | 8235 | 2 | |
| 202100557482 | 1050 | 1050 - Vehicle Stop | 06/08/2021 12:55:19 | 20-11 | Approx Loc110 Lake Dr | Mdt | MTR11 | 9458 | 2 | |
| 202100557451 | 1050 | 1050 - Vehicle Stop | 06/08/2021 12:45:12 | 20-11 | Approx Loc394 Cascade Ln | Mdt | MTR11 | 9458 | 2 | |
| 202100557347 | 1050 | 1050 - Vehicle Stop | 06/08/2021 12:08:51 | 20-11 | Approx Loc392 Cascade Ln | Mdt | MTR11 | 9458 | 2 | |
| 202100557315 | 1050 | 1050 - Vehicle Stop | 06/08/2021 11:57:29 | 20-11 | Approx Loc394 Cascade Ln | Mdt | MTR11 | 9458 | 2 | |
| 202100544673 | 80 | 80 - Unwanted Guest | 06/04/2021 16:18:00 | 20-11 | Sailfish Marina - Restaurant (98 Lake Dr) | Phone | 20A12 | 24636 | 4 | 21072854 |
| 202100536633 | 1050 | 1050 - Vehicle Stop | 06/02/2021 14:26:59 | 20-11 | Approx Loc200 Lake Dr | Mdt | MTR11 | 9458 | 2 | |
| 202100536587 | 1050 | 1050 - Vehicle Stop | 06/02/2021 14:13:32 | 20-11 | Approx Loc183 Lake Dr | Mdt | MTR11 | 9458 | 2 | |
| 202100536456 | 1050 | 1050 - Vehicle Stop | 06/02/2021 13:41:08 | 20-11 | Approx Loc181 Lake Dr | Mdt | MTR11 | 9458 | 2 | |
| 202100536401 | 1050 | 1050 - Vehicle Stop | 06/02/2021 13:29:12 | 20-11 | Approx Loc333 Bamboo Rd | Mdt | MTR11 | 9458 | 2 | |

11 Record(s)



Palm Beach County Sheriff's Office
Incident Search

Total Incidents Listed

11



Palm Beach County Sheriff's Office

Incident Search

| Incident | Type | Incident Type Description | Date | Beat | Location | Source | Unit | Officer | Priority | Report |
|--------------|------|---------------------------|---------------------|-------|---------------------------|---------------|-------|---------|----------|--------|
| 202100604853 | 1050 | 1050 - Vehicle Stop | 06/22/2021 11:05:28 | 20-11 | Approx Loc:164 Lake Dr | Mdt | MTR11 | 9458 | | 2 |
| 202100581232 | 1050 | 1050 - Vehicle Stop | 06/15/2021 10:41:29 | 20-11 | Atlantic Ave / Bravado Ln | Self Initiate | 20A12 | 8235 | | 2 |
| 202100557377 | 1050 | 1050 - Vehicle Stop | 06/08/2021 12:19:44 | 20-11 | Approx Loc:320 Bamboo Rd | Mdt | MTR11 | 9458 | | 2 |

3 Record(s)



Palm Beach County Sheriff's Office
Incident Search

Total Incidents Listed

3



Palm Beach County Sheriff's Office
Incident Search

| Incident | Type | Incident Type Description | Date | Beat | Location | Source | Unit | Officer | Priority | Report |
|--------------|------|---------------------------|---------------------|-------|----------------------------------|---------------|-------|---------|----------|--------|
| 202100633058 | 1050 | 1050 - Vehicle Stop | 06/30/2021 16:48:39 | 20-11 | 176 Lake Dr | Self Initiate | 20A21 | 9576 | 2 | |
| 202100633021 | 1050 | 1050 - Vehicle Stop | 06/30/2021 16:33:23 | 20-11 | 300 Bamboo Rd | Self Initiate | 20A21 | 9576 | 2 | |
| 202100632551 | 1050 | 1050 - Vehicle Stop | 06/30/2021 13:34:58 | 20-11 | Ocean Ave / Blossom Ln | Self Initiate | 20A21 | 9576 | 2 | |
| 202100580653 | 11 | 11 - Abandoned Vehicle | 06/15/2021 07:44:27 | 20-11 | Community Center (90 Edwards Ln) | Self Initiate | 20A12 | 8235 | 4 | |
| 202100558190 | 1050 | 1050 - Vehicle Stop | 06/08/2021 17:01:47 | 20-11 | Cascade Ln / Lake Dr | Self Initiate | 20A21 | 9576 | 2 | |
| 202100537261 | 1050 | 1050 - Vehicle Stop | 06/02/2021 17:42:36 | 20-11 | Atlantic Ave / Blossom Ln | Self Initiate | 9576 | | 2 | |

6 Record(s)



Palm Beach County Sheriff's Office
Incident Search

Total Incidents Listed 6



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

TO: Mayor Alan Fiers
Town Commissioners
FROM: Trevor L. Steedman, Fire Chief
DATE: 22 July 2021

OPERATIONS

FIRE DEPARTMENT

COMMUNITY RISK REDUCTION (CRR) INITIATIVES

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



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

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

STAFFING

Career Staff. – No Vacancies.

- Volunteer Staff
 - Recruitment and Retention efforts remain a priority. The entry versus attrition rate (predominantly due to full-time employment opportunities with other area departments) remains constant. There are 41 volunteer members certified to State Minimum Standards on the “Active” rolls at the time of this report.

WORKFORCE & OFFICER LEADERSHIP DEVELOPMENT

- Training & Continuing Education – ongoing In-Service opportunities

FLEET DEPLOYMENT & MAINTENANCE

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

INDUSTRY & PROFESSIONAL STANDARDS COMPLIANCE INITIATIVES

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



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

24 June 2021 - 22 July 2021

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

OCEAN RESCUE

GEAR & EQUIPMENT

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

BEACH & WATER CONDITIONS

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

OFFICE OF EMERGENCY MANAGEMENT

COVID-19:

- PBC Emergency Operations Center is maintaining COVID-19 operations at Activation Level II (Partial Activation). County Emergency Management will initiate communication with Local / Municipal Emergency Management representatives if conditions change. Palm Beach Shores Office of Emergency Management will continue to provide regular updates to the Community via email distribution and Town Newsletter.
- **Comprehensive Emergency Operations Plan (CEOP) - Ongoing**
 - Purpose and Scope: Update/Create CEOP for the Town of Palm Beach Shores
 - Four areas of focus: Preparation, Response, Mitigation and Recovery
 - Complies and aligns with 27P-6.0023, Florida Administrative Code, County Comprehensive Emergency Management Plans (CEMP) and County Emergency Management Programs
 - Facilitate grant opportunities and streamline FEMA reimbursement efforts.
 - Community Emergency Supply Program – Operational.



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

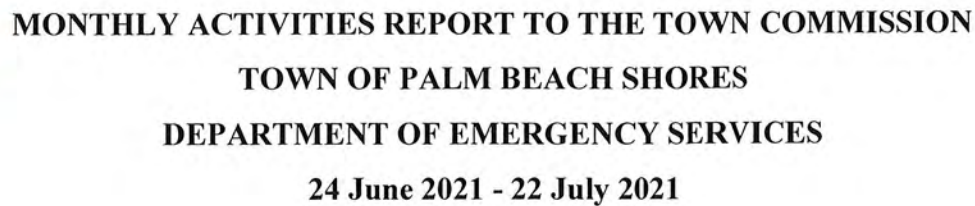
24 June 2021 - 22 July 2021

- **Continuity of Operations Plan (COOP) - Ongoing**

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

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

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



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

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

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



Public Works Department

Item #: 5 b 3.

Monthly Status Report

July 2021

Community Center:

1. The exterior painting of the building start date was on July 13, 2021, with a projection date for completion August 16, 2021, weather permitting.
2. Receiving quotes to replace the AC Air handler on the second floor in the Mechanical Room. Still in progress due to the process with converting one single 20-ton air handler into two individuals 10-ton units that will allow for cost savings in future replacements for each of the single units.
3. The projects listed is funded through the approved capital budget.

Grounds & Parks:

1. Scheduling to paint the Inlet Park walkway light posts and install numbers on each light post for maintenance tracking. Still in progress.
2. Scheduling to order new Park Benches for Inlet Park and the Parkway. The manufacturers are starting to produce more products for shipping due to new COVID guidelines in place.
3. The shower tower by the Beach Playground had all the shower valves and plumbing components replaced. This eliminated having to replace the entire Shower Tower at a cost of \$ 10,000.00 with a savings of \$ 5,000.00.
4. The projects listed is funded through the approved general and capital budget.

Streets:

1. The streetlight restoration project began July 8, 2021. The restoration includes concrete repairs to the light poles and painting of the poles with a color of Hunter Green. There are a total of 196 streetlight poles in Town including the Streets, Parkway, and Town Hall parking lot. The work is performed by the Public Works Department. The restoration work will have a cost savings of \$ 6,000.00 per pole if replaced.
2. Scheduling to replace the storm grates and concrete aprons along Lake Drive and Inlet Way. The grates are on order waiting for their arrival to install. Public Works will perform the work. Still in progress.
3. The Public Works Department applied asphalt patch in various locations on the Town Streets.
4. The projects listed is funded through the approved general and capital budget.

Lift Stations:

1. The maintenance on the check valves and bypass valves located at the Lift Stations #01 & #02 were completed on Wednesday, July 7, 2021.
2. 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.
3. The projects listed is funded through the approved general budget.

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

1. Scheduling to receive quotes to reline the sewer pipes in Town Hall. Waiting on Contractors Proposals. Still in progress due to more research required.
2. The Fire Departments Annex Roof is scheduled to be replaced in August 2021. The delay is due to a shortage in roof materials, contractor's workload, and project delays. The existing roof has been removed and the rotted wood has been removed and replaced. The new underlayment roof material has been installed to seal the roof from leaks. The roof tile is scheduled for delivery the first week of August 2021.
3. The projects listed is funded through the approved capital budget.

Capital Projects For 2020:

1. Beach Bathroom Restoration: **Completed / Contractor.**
2. Beach Boardwalk Construction: **Completed / Public Works performed the work.**
3. Paint Exterior of Community Center: **In progress / Contractor.**
4. LED Conversion of all lighting fixtures Community Center: **Completed / Public Works performed the work.**
5. AC Air Handler replacement 2nd floor Community Center: **Waiting for estimates. / Contractor**
6. New Storm grates and concrete aprons Streets: **Public Works to perform the work.**
7. New Tidal valves Lake Drive & Inlet way Outfall Pipes: **Completed / Contractor**
8. Lift Station Pumps: **Removed not required**
9. Town Hall Relining of Sewer Lines: **Waiting for estimates. / Contractor.**
10. AC Units replaced 2ea. Town Hall: **Completed / Contractor.**
11. Fire Department front porch construction: **Completed / Contractor.**
12. Fire Department new roof: **Scheduled in June 2021 Fast Tag Roofing. / Contractor.**
13. Police Department Parking lot and Parkway Town Hall New Light Poles LED: **Completed / Public Works performed the work.**
14. Inlet Park Pathway asphalt sealer: **Completed / Public Works performed the work.**
15. Inlet Park Gazebos retaining walls and concrete slab repairs: **Completed / Public Works performed the work.**
16. Police Department roof repairs. **Completed / Public Works to perform the work.**

Training / Certificates:

1. Continuing Education in Florida Stormwater Erosion and Sedimentation Control.
2. OSHA'S Model Training Program for multiple certifications & continuing education credits.

3. Safety Meeting scheduled for Tuesday, August 17, 2020, Public Works Safety Officer.
4. Irrigation maintenance and repairs training by BrightView landscaping.

Updates:

1. COMCAST Project.
2. AT&T Project.
3. Tree Trimming Project.
4. Community Center Painting Project.
5. Fire Annex Roof Project.

TOWN CLERK REPORT
July 2021 Status Update

| TASKS | STATUS |
|------------------------------------|---|
| Upcoming Meetings | <ul style="list-style-type: none"> ➤ July 28, 2021, P & Z Meeting and LPA Hearing 6:30 pm ➤ August 4, 2021, 2:00 pm: DRC |
| Building Department Updates | <p>June 2021:</p> <ul style="list-style-type: none"> • Total Permits issued: 23 • Total Permit Fees Paid: \$28,016.64 • Total Construction Value: \$1,234,978.75 • Total Permits issued in 2021 to date: 314 • Total Permit Fees in 2021 to date: \$258,655.27 • Total Construction Value in 2021 to date: \$9,426,209.14 <p>➤ NEW HOURS FOR THE BUILDING DEPARTMENT! REGULAR BUSINESS: Monday through Friday, from 8:30 am to 4:30 pm. We will close for lunch between 12:30 pm and 1:00 pm each day. BUILDING PERMITS will be accepted 8:30 am to 4:00 pm only. We will close for lunch between 12:30 pm and 1:00 pm each day.</p> |
| Code Compliance | <p>New/ongoing open Code Violations June 24, 2021, to July 22, 2021 (5 total)</p> <ul style="list-style-type: none"> • 3 Landscaping Maintenance/ Obstructed views (Code Sec. 78-79) • 1 Expired Tags/Prohibited vehicles (Code Sec. 70-75) • 1 Work without permits (Code Sec. 14-81) |
| TOWN HALL | <ul style="list-style-type: none"> • Please welcome the newest team member to Town Hall! Jude Goudreau is the Town's new Building Clerk and Deputy Town Clerk. She comes to us from Jupiter Inlet Colony. Jude has extensive experience in the Building Department and is a Certified Municipal Clerk. She is working on her Master Municipal Clerk certification. • Town Hall Commission Chambers are now open to in person attendance. Due to social distance requirements, we will limit the number of residents to attend in person based on the layout for each meeting. The doors for each meeting will open 15 minutes before the start date to allow in-person attendance. • The meetings will continue to be available virtually using the WebEx meeting link. Public Participation will be held in person and virtually. PLEASE REMEMBER THAT IF YOU ARE USING YOUR PHONE TO "DIAL IN" FOR THE MEETING, YOU MUST HIT THE * KEY AND THE #6 TO UNMUTE YOURSELF IN ORDER TO SPEAK. Thank you for your patience and support as we move forward! • Beach Stickers are available at Town Hall for all residents. **Please remember if you are a renter that you must provide a copy of your current 1 year signed lease. |
| NOTARY SERVICE | <p>We offer notary services at Town Hall, but you must be a Town Resident! We do not provide notary services for documents requiring witnesses, such as wills, etc. The Town Hall staff cannot serve as witnesses for anyone!</p> |
| | |

**SECOND ADDENDUM TO THE LAW ENFORCEMENT SERVICE
AGREEMENT**

SHERIFF RIC L. BRADSHAW AND TOWN OF PALM BEACH SHORES

ITEM 7a
PBSO agreement
amendment

This Second 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, and a First Addendum effective October 01, 2020, (the "Agreement"), by which the Sheriff agreed to perform law enforcement services; and

WHEREAS the Parties wish to set forth the consideration for the Third Year of the Contract Term, October 01, 2021, through September 30, 2022.

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, 2021 through September 30, 2022 as follows: The total amount due for the annual period referenced above shall be \$1,648,378.00. Monthly payments shall be \$137,364.83. The last monthly payment shall be \$137,364.87.
2. 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
Clerk

Witness: _____
Evyonne Browning, Town

DATE: _____

DATE: _____



ITEM 7b and c

Town of Palm Beach Shores
Commission Meeting
July 26, 2021

Vote on Proposed Millage Rates FY2022

In order to comply with Truth in Millage (TRIM) laws, the Commission must set its millage rates for FY2022 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 13, 2021, at 7:00 pm in the Commission Chambers, 247 Edwards Lane, Palm Beach Shores.

**Town of Palm Beach Shores
Budget Worksheet 2021/22
Millage Rate Options**

\$ 630,680,903 DR420 for FY2020

\$ 623,968,157 -1.06% *per Property Appraiser's Office, letter dated 5/28/21*

Assessed Value **\$ 635,816,013** **0.81%** *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

| | Rolled-Back | | | | | |
|--|---------------|---------------|--------------|--------------|--------------|--------------|
| | Same Rate | Rate | | | | |
| Proposed FY2022 Millage Rate | 6.3500 | 6.3193 | 6.4000 | 6.4500 | 6.5000 | 6.5500 |
| Ad valorem taxes FY 2022 | \$ 3,989,000 | \$ 3,969,700 | \$ 4,020,400 | \$ 4,051,800 | \$ 4,083,200 | \$ 4,114,600 |
| Discount on taxes FY 2022 | \$ (147,600) | \$ (146,900) | \$ (148,800) | \$ (149,900) | \$ (151,100) | \$ (152,200) |
| Net ad valorem taxes FY 2022 | \$ 3,841,400 | \$ 3,822,800 | \$ 3,871,600 | \$ 3,901,900 | \$ 3,932,100 | \$ 3,962,400 |
| Net ad valorem taxes budgeted FY2021 | \$ 3,810,400 | \$ 3,810,400 | \$ 3,810,400 | \$ 3,810,400 | \$ 3,810,400 | \$ 3,810,400 |
| Increase(decrease) from FY2021 | \$ 31,000 | \$ 12,400 | \$ 61,200 | \$ 91,500 | \$ 121,700 | \$ 152,000 |
| % Change from FY2021 | 0.81% | 0.33% | 1.61% | 2.40% | 3.19% | 3.99% |
| Increase in taxes if millage rate is increased | \$ - | \$ (18,600) | \$ 30,200 | \$ 60,500 | \$ 90,700 | \$ 121,000 |

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.

| | FY2021 | | FY2022 | |
|------------------------------|---------------|---------------|---------------|---------------|
| | | | Same Rate | half of DS |
| Proposed Millage Rate | 0.4290 | 0.4290 | 0.4290 | 0.4099 |

| | | | |
|------------------------------|------------|-------------|------------|
| Ad valorem taxes FY 2020 | \$ 267,300 | \$ 269,500 | \$ 257,500 |
| Discount on taxes FY 2020 | \$ (9,900) | \$ (10,000) | \$ (9,500) |
| Net ad valorem taxes FY 2020 | \$ 257,400 | \$ 259,500 | \$ 248,000 |

u set aside for future DS

| | | |
|--------------------------|------------|------------|
| | | half of DS |
| Debt Service on UU Notes | \$ 495,856 | \$ 247,928 |

| | |
|-------------------------|------------|
| Estimated Utility Taxes | \$ 348,000 |
|-------------------------|------------|

September

2021

Budget Hearings



| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|---|-----------------------------|-----------|------------|--------|----------|
| | | | 1 | 2 | 3 | 4 |
| 5 | Labor Day | 7 | 8 | 9 | 10 | 11 |
| 12 | PBS 1 st Budget Hearing PBS Workshop | PBC School Board Hearing | 15 | Yom Kippur | 17 | 18 |
| 19 | Palm Beach County Hearing | 21 | 22 | 23 | 24 | 25 |
| 26 | PBS Final Budget Hearing PBS Comm.Mtg. | 28 | 29 | 30 | | |

5E6-7-01



CIVIC RESERVATION FORM

ITEM 7e
Sp event Ladies Aux

Civic Organization Ladies Auxiliary / Rotary Event Date: 12/10/21
 1st Floor ☐ 2nd Floor ☒ (Indicate by checking both if 1st & 2nd Floor is needed due to nature of event)

CONTACT INFORMATION

Event Contact Name: Jane + Kortenhaus Phone: 732 822 6379
 Alternate Contact Person & Phone: Joan Grody

EVENT INFORMATION (Please check which best describes your event)

☒ Party/Luncheon ☐ Meeting ☐ Banquet ☐ Other

| | | | |
|------------------------|--------------|------------------|--------------|
| Time event will begin | <u>12:00</u> | Time for access | <u>9 Am.</u> |
| Time event will end | <u>2:00</u> | Time for lock up | <u>4 pm.</u> |
| Anticipated attendance | <u>80</u> | | |

GENERAL EVENT INFORMATION

Will alcoholic beverages be served at your event? If yes, State and local laws apply with regards to alcohol consumption. The sale of alcohol must be permitted and sold by a licensed vendor.

YES NO

1st FLOOR FACILITY USE

Will your event require the use of the BBQ grill?
 Will your event require the use of the 1st floor kitchen?
 Will your event require the use of the 1st floor restrooms?
 Will your event require additional set-up needs? If yes, please describe below.

2nd FLOOR SET-UP INFORMATION

Will your event need the dance floor?
 Will your event need the projector and screen?
 Number of chairs requested (maximum 130)
 Number of 6' round tables requested (maximum 13)
 Number of 6' rectangle tables requested (maximum 8)
 Number of card tables requested (maximum 12)

YES NO
☐ ☒
☐ ☒
80
10
4

Please indicate event set up by placing a check by the format which best suits your needs (2nd floor only). Please provide a set-up diagram and decoration details with this application.

☐ Meeting Style ☐ Classroom Style ☒ Banquet Style ☐ Other

Notes: _____

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

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

Town of Palm Beach Shores

| | | | | | |
|-----------------------|--|-----------------|-----------------------------------|---|-------------------------|
| Receipt #: 15732 | | Date: 7/12/2021 | From: Richard Salmon & Janet Kort | Register: Sandi | Operator ID: asystadmin |
| Miscellaneous Receipt | Comm Cntr Deposit - + R Richard Salmon & Janet Kortenh | | | \$500.00 | |
| | | | | & Janet Kortenhaus - Oct. 10, 2021 Balance: | |
| Miscellaneous Receipt | Comm Cntr Rental - + Oc Richard Salmon & Janet Kortenh | | | \$428.00 | |
| | | | | m Cntr Rental - + October 10, 2021 Balance: | |
| Miscellaneous Receipt | Special Permits October Richard Salmon & Janet Kortenh | | | \$50.00 | |
| | | | | October 10, 2021 Engagement Party Balance: | |
| | | | | Total Receipts | \$978.00 |
| Check - 2582 | | | | | \$978.00 |
| | | | | Change Due: | \$0.00 |

Thank you.



RESIDENT RESERVATION APPLICATION

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

RESIDENT INFORMATION

Requested Date & Facility: Sun 10/10/21 Comm Ctr 1st Floor _____ 2nd Floor ☒
 Name of Resident: Janet Kortenhaus & Richard Salmon
 Address: 311 Linda La
 City: Palm Beach Shores State: FL Zip: 33404
 Phone: 561-848-3137 Cell: 732-822-6379 ★
 E-mail: JanetLeighKort@msn.com
 Alternate Contact: Richard Salmon 561-512-6272

EVENT INFORMATION

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

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

Richard Salmon & Janet Kortenhaus
 Resident Printed Name

Janet L Kortenhaus
 Resident Signature

10 July 2021
 Date



DATE SUBMITTED _____

PERMIT NO. _____

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

Please check a box
below if you are a:

Police Officer ☐
Fire Fighter ☒
Teacher ☐

Type of event: Engagement Party Location: COMM Ctr 2nd Floor
Sponsor: Richard Salmon & Janet Kortenhaus Telephone: 732-822-6379
Property owner's consent and acknowledgement of responsibility:

Signature: Janet L Kortenhaus

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

Number of participants: 65

Proof of insurance attached? Yes _____ No _____

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

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

NONE.

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

APPROVED:

Fire Department: _____ Sheriff's Office: _____

Number of off-duty officers required: _____

Date of Commission Review: _____ Approved: _____

RESOLUTION NO. R-9-21

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

WHEREAS, the Town Commission of the Town of Palm Beach Shores (“Town”) has been approached by a group of Town residents who have requested permission to park / stand their low-speed vehicles at the Inlet Service Parking Area from time to time; and

WHEREAS, Town department heads have advised the Town Commission of various issues associated with such parking / standing of low-speed vehicles at the Inlet Service Parking Area; and

WHEREAS, the Town Commission desires to adopt a policy to allow such parking / standing for a temporary, one-year term, and to re-assess whether to continue to allow such parking / standing thereafter, and the Town Commission desires to fashion such policy in order to address the issues identified by Town department heads; and

WHEREAS, the Town Commission of the Town of Palm Beach Shores has determined that the adoption of this policy will serve the best interests of the Town and its residents.

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

Section 1: The above stated recitals are true and accurate and are hereby made part of this Resolution.

Section 2: The Town Commission of the Town of Palm Beach Shores, Florida, hereby adopts and approves the policy for parking / standing of low-speed vehicles at the Inlet Service Parking Area, attached hereto as Exhibit A.

Section 3: The policy for parking / standing of low-speed vehicles at the Inlet Service Parking Area, attached hereto as Exhibit A shall expire on September 30, 2022. The Town Commission shall review said policy on or about July 2022 to determine if such policy should be temporarily extended, permanently codified, with or without modification, or discontinued. In making such determination, the Town Commission shall consider the reports from Town department heads on the matter.

Section 4: This Resolution shall take effect immediately upon adoption.

DULY PASSED AND ADOPTED this ____ day of July 2021.

Alan D. Fiers, Mayor

ATTEST:

Evyonne Browning, Town Clerk

(SEAL)

EXHIBIT A
TOWN OF PALM BEACH SHORES POLICY FOR THE PARKING / STANDING OF LOW-
SPEED VEHICLES AT THE INLET SERVICE PARKING AREA

1. Definitions:
 - a. “Inlet Service Parking Area” means the concrete pad located at the east end of Inlet Park and the south end of the inlet access road.
 - b. “Low Speed Vehicle” means any four-wheeled vehicle whose top speed is greater than 20 miles per hour but not greater than 25 miles per hour, including, but not limited to, neighborhood electric vehicles. Low-speed vehicles must be equipped with headlamps, stop lamps, turn signal lamps, taillamps, reflex reflectors, parking brakes, rearview mirrors, windshields, seat belts, alert sound, and vehicle identification numbers. Low-speed vehicles must also be registered and insured in accordance with Florida law. Operators of low-speed vehicles must have in their possession a valid driver license.
2. A maximum of four (4) low-speed vehicles may park / stand at the Inlet Service Parking Area. If four (4) low-speed vehicles occupy the space at the Inlet Service Parking Area, no additional low-speed vehicles are permitted to enter the Inlet Service Parking Area.
3. Low-speed vehicle parking / standing at the Inlet Service Parking Area is allowed only during daylight hours, generally not before sunrise and not after sunset each day.
4. Low-speed vehicles must always be attended by their driver. Low-speed vehicles shall not be left unattended for any period of time.
5. Low-speed vehicle parking / standing is prohibited at all times that maintenance or emergency vehicles are present in the Inlet Service Parking Area or at the sand transfer plant.
6. Music and any loud noise emanating from low-speed vehicles is prohibited while parking / standing at the Inlet Service Parking Area. Noise violations may be enforced by citation.
7. Alcoholic beverages are prohibited in low-speed vehicles in the Inlet Service Parking Area.
8. Only those low-speed vehicles that have been issued a valid beach parking pass are eligible to utilize Inlet Service Parking Area. In order to issue a beach parking pass for purposes of Inlet Service Parking Area, the low-speed vehicle owner must execute an indemnification and hold harmless agreement and assume all risk of utilizing designated Inlet Service Parking Area.
9. The Town shall post notice of such parking / standing policy in substantially the following form:

“Low-speed vehicle parking / standing between sunrise and sunset, by permit only.
Violators may be cited or towed at owner’s expense.”
10. This policy shall expire September 30, 2022 unless extended by affirmative vote of the Town Commission.

ORDINANCE NO. O-4-21

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

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

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

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

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

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

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

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

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

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

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

Sec. 22-4. - Filing for candidacy.

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

Name of Candidate:

Filed for Office:

Age of Candidate:

Length of Residence:

a. In the State of Florida:

b. In the County of Palm Beach:

c. In the Town of Palm Beach Shores:

Signature of Candidate:

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

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

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

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

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

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

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

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

FIRST READING this 26th day of July, 2021.

SECOND AND FINAL READING this ____ day of August, 2021.

TOWN OF PALM BEACH SHORES

Alan Fiers, Mayor

ATTEST:

Evyonne Browning, Town Clerk (Seal)

Approved as to form and legal sufficiency.

Keith Davis, Town Attorney

ORDINANCE NO. O-1-21

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING APPENDIX A. ZONING. SECTION IX. WALLS, FENCES AND HEDGES. AT PF. 9.2. LIMITATIONS. TO REVISE THE HEIGHT LIMITATIONS FOR GATES AND GATE POSTS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF APPENDIX A. ZONING. 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, the Town of Palm Beach Shores currently regulates the height of gates and gate posts in relation to the height of the walls or fences to which they are attached; and

WHEREAS, the Town Commission desires to revise the height limitations for gates and gate posts to provide maximum heights for each in all zoning districts; and

WHEREAS, the Town Commission finds that these regulations are in the best interests of the citizens of the Town of Palm Beach Shores, and will serve to promote the public health, safety, and welfare.

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

Section 1. Appendix A. Zoning. of the Code of Ordinances of the Town of Palm Beach Shores is hereby amended at Section IX. Walls, Fences and Hedges. to amend Pf. 9.2. Limitations. to revise the height limitations for gates and gate posts; providing that Pf. 9.2. shall hereafter read as follows:

Pf. 9.2. - Limitations.

- (a) – (d) Remain as previously adopted
- (e) Gates and gateposts. Gates may be a maximum height of six (6) feet, as measured from grade, in all zoning districts. ~~exceed the maximum height of the fence, wall or hedge to which they are attached by no more than one (1) foot.~~ Gateposts, exclusive of decorative/lighting fixtures, may be a maximum height of six (6) feet, as measured from grade, in all zoning districts. ~~exceed the maximum height of the fence, wall or hedge to which they are attached by no more than two (2) feet.~~
- (f) Prohibited materials. Barbed wire, razor wire or any other type of fencing material with sharp edges by whatever name it may be called is strictly prohibited within the Town of Palm Beach Shores.

- (g) Street corners. Concrete ornamental masonry, and balustrades and standards located on street corners throughout the Town shall not be removed by adjacent lot owners. Only ground cover may be planted in front of any balustrade. Shrubbbery immediately behind a balustrade shall be limited to the height of the balustrade.

Section 2. Each and every other article, section, and subsection of Appendix A. Zoning Ordinance. of the Code of Ordinances of the Town of Palm Beach Shores shall remain in full force and effect as previously enacted.

Section 3. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

Section 4. If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

Section 5. Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Palm Beach Shores, Florida.

Section 6. This ordinance will take effect immediately upon adoption.

FIRST READING this 28th day of June 2021.

SECOND AND FINAL READING this 26th day of July 2021.

TOWN OF PALM BEACH SHORES

Alan Fiers, Mayor

ATTEST:

Evyonne Browning, Town Clerk

(Seal)

Approved as to form and legal sufficiency.

Keith Davis, Town Attorney

ORDINANCE NO. O-3-21

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING APPENDIX A. ZONING. SECTION XII. GENERAL PROVISIONS. AT PF. 12.7. CENTRAL AIR CONDITIONING EQUIPMENT. TO CLARIFY THE PERMISSIBLE LOCATION OF SUCH EQUIPMENT AND AT PF. 12.8. EMERGENCY ELECTRICAL GENERATORS. TO CLARIFY THE LOCATION OF SUCH EQUIPMENT AND PROVIDE ADDITIONAL REGULATIONS TO MINIMIZE THE IMPACT OF THIS EQUIPMENT TO ADJACENT PROPERTIES. PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF APPENDIX A. ZONING. 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, the Town of Palm Beach Shores currently regulates the location and screening (both sight and noise) of emergency electrical generators and air conditioning equipment; and

WHEREAS, the Town Commission desires to clarify existing regulations with regard to placement of each and to provide additional regulations applicable to emergency electrical generators to minimize the impact of such equipment on adjacent properties; and

WHEREAS, the Town Commission finds that these regulations are in the best interests of the citizens of the Town of Palm Beach Shores, and will serve to promote the public health, safety, and welfare.

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

Section 1. Appendix A. Zoning. of the Code of Ordinances of the Town of Palm Beach Shores is hereby amended at Section XII. General Provisions. to amend Pf. 12.7. Central air conditioning equipment. to clarify the permissible location of such equipment; providing that Pf. 12.7. shall hereafter read as follows:

Pf. 12.7. - Central air conditioning equipment.

All exterior central air conditioning equipment hereinafter installed shall be located between the mid-point of the principal structure and the rear lot line. This equipment shall not be located in any easements, utility or otherwise. in or to the rear of the structure. ~~The Planning and Zoning Board may approve the relocation of this equipment under special conditions.~~

Section 2. Appendix A. Zoning. of the Code of Ordinances of the Town of Palm Beach Shores is hereby amended at Section XII. General Provisions. to amend Pf. 12.8. Emergency electrical generators. to clarify the permissible location of such equipment and provide additional regulations to minimize the impact of such equipment on adjacent properties; providing that Pf. 12.8. shall hereafter read as follows:

Pf. 12.8. - Emergency electrical generators.

- (a) All permanently installed (non-portable) emergency electrical generators installed to the exterior of any principal or accessory structure shall hereinafter be located between the mid-point of the principal structure and the rear lot line, subject to subpart (b) below and shall be installed on the same side of the principal structure as the central air conditioning equipment. ~~in or to the rear of the structure. However, in accordance with its application review, the Planning and Zoning Board may approve the relocation of this equipment under special conditions. In no case shall such equipment be installed in any "front yard" as that term is defined in this Zoning Code, except for those corner lots situated along Lake Drive, Atlantic Avenue or Ocean Avenue which have the house facing Lake Drive, Atlantic Avenue or Ocean Avenue but which have the front property line designated on the east-west streets pursuant to the definition set forth at Pf. 2.24. Frontage, lot, of the Zoning Ordinance. For such lots, the emergency electrical generator may be installed in the "front yard" as defined at Pf. 2.39. Yard, front. of the Zoning Ordinance upon specific approval by the Planning and Zoning Board as set forth above.~~

- (b) All permanently installed (non-portable) emergency electrical generators shall be set back a minimum of five (5) feet from the property line.
- (c) Emergency electrical generators, whether permanently installed (non-portable) or temporary (portable), shall not, at any time or for any purpose, exceed the maximum decibels allowed at the property line as set forth in section 42-43.
- (d) The exhaust from emergency electrical generators, whether permanently installed (non-portable) or temporary (portable), shall be vented upward and directed away from neighboring properties, as much as is practically feasible.
- (e) All emergency electrical generators shall be placed so as to minimize the visual impact on adjacent properties with the use of appropriate sight screening.
- (f) All emergency electrical generators shall be placed so as to minimize and contain the sound emitting from the equipment. The use of sound attenuating materials to screen the equipment shall be required if practicable, to meet the decibel levels required by section 42-43 and can include the following techniques:
- 1) A professionally made custom enclosure specifically made to reduce the noise level to a level that meets Town code;
 - 2) A noise barrier wall constructed of concrete or similar material with a minimum height equal to that of the generator plus six (6) inches, completely obscuring the visibility of the generator from the street and abutting neighbors. All walls/screening shall be able to safely withstand any heat produced by the generator for an indefinite amount of time.
 - 3) The professional installation of rock wool insulation or a similar heat resistant acoustical insulation to either the interior of the generator's enclosure, or lining the interior side of the noise barrier wall is recommended.
- (g) Maintenance and "exercise" of emergency electrical generators shall be limited to once per week, Monday through Saturday, between the hours of 10:00 a.m. and 5:00 p.m. with such period not to exceed thirty (30)60 minutes in duration. Otherwise, emergency electrical generators may only be used during periods when electrical service to the property they service has been lost.

Section 3. Each and every other article, section, and subsection of Appendix A. Zoning Ordinance. of the Code of Ordinances of the Town of Palm Beach Shores shall remain in full force and effect as previously enacted.

Section 4. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

Section 5. If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

Section 6. Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Palm Beach Shores, Florida.

Section 7. This ordinance will take effect immediately upon adoption.

FIRST READING this 28th day of June 2021.

SECOND AND FINAL READING this 26th day of July 2021.

TOWN OF PALM BEACH SHORES

Alan Fiers, Mayor

ATTEST:

Evyonne Browning, Town Clerk

(Seal)

Approved as to form and legal sufficiency.

Keith Davis, Town Attorney