

Monday, December 20, 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 Kortenhaus  
Commissioner Brian Tyler

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

### **PLEASE NOTE:**

### **THIS MEETING MAY BE CONDUCTED USING COMMUNICATION MEDIA TECHNOLOGY**

<https://townofpalmbeachshores.my.webex.com/townofpalmbeachshores.my/j.php?MTID=m258a3c958b3819552575d71e685bf0>

Meeting Number: **2633 269 4578**

Password: **1220**

**To join meeting by phone (voice only)**

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

Access Code: **2633 269 4578**

Password: **1220**

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

### **1. CALL TO ORDER**

- a. Pledge of Allegiance
- b. Roll Call

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

### **3. APPROVAL OF CONSENT AGENDA**

- a. Commission Meeting Minutes, November 21, 2021.
- b. Special Event permit No. O-10-5 (amended): Resident Fred Carr to host a wedding at the Community Center on February 26, 2022, with access at 2:00 pm and event from 4:00 pm to 12:00 am midnight, with 80 attendees anticipated. Fees have been paid and insurance provided.

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

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

5. **COMMISSION REPORTS**

- a. Mayor's Updates:
  - 1. Undergrounding Project
  - 2. East Channel Dredging Project
  - 3. Inlet Dredging Project
  - 4. Peanut Island

6. **OTHER BUSINESS**

- a. Beach Bucket Foundation request from the POA's Environmental Committee.
- b. Discuss Supplemental Pay Agreement with PW Director Welch for the Undergrounding Project.
- c. Consider contract with Rubin Turnbull & Associates for the dredging project.

7. **ORDINANCES AND RESOLUTIONS**

None at this time

8. **MISCELLANEOUS UPDATES**

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**

**November 22, 2021**

**PLEASE NOTE:**

**DUE TO MANDATES BY GOVERNOR DESANTIS, THIS MEETING WAS  
CONDUCTED USING COMMUNICATION MEDIA TECHNOLOGY.**

**1. CALL TO ORDER**

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

**Town Clerk Browning** called the roll and those present were Mayor Alan Fiers, Vice Mayor Scott McCranels, and Commissioner Janet Kortenhaus. Commissioner Brian Tyler and Commissioner Tracy Larcher attended virtually. For the record, there was a quorum physically present at the meeting. Also present were PBSO Sgt. Langevin, Public Works Director Welch, Fire Chief Steedman, and Town Attorney Davis.

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

**MOTION:** Commissioner Kortenhaus moved to approve the Meeting Agenda as presented.

**SECOND:** Vice Mayor McCranels seconded the motion.

**VOTE:** The Motion Passed Unanimously

**3. APPROVAL OF CONSENT AGENDA**

a. October 25, 2021, Commission Meeting Minutes.

**MOTION:** Commissioner Kortenhaus moved to approve the Consent Agenda as amended by Commissioner Larcher: Item 4(a), on the second to last paragraph in the minutes under the Financial Report, it needs to read: "The proposed process will be if the CO has been issued, we will request 50% of the outstanding fees. If the CO has not been issues, we will request the entire amount. This was rejected by the Commission,"

**SECOND:** Vice Mayor McCranels seconded the motion.

**VOTE:** The Motion Passed Unanimously

**4. DEPARTMENT AND BOARD REPORTS**

a. Financial Reports (*Wendy Wells, Town Administrator/Treasurer*)

1. Approval of Financial Report for September 2021

**MOTION:** Commissioner Tyler moved to approve the Financial Report for September 2021 as presented.

**SECOND:** Commissioner Kortenhaus seconded the motion.

**VOTE:** The Motion Passed Unanimously

2. Approval of Financial Report for October 2021

**MOTION:** Commissioner Tyler moved to approve the Financial Report for October 2021 as presented.

**SECOND:** Vice Mayor McCranels seconded the motion.

**VOTE:** The Motion Passed Unanimously



### 3. Approval of Fund Balance Assignments

**MOTION:** Vice Mayor McCranels moved to approve the Fund Balance Assignments as presented.

**SECOND:** Commissioner Tyler seconded the motion.

**VOTE: The Motion Passed Unanimously**

### 4. Approval of Capital Asset disposals.

**MOTION:** Vice Mayor McCranels moved to approve the Capital Asset disposals as presented.

**SECOND:** Commissioner Kortenhaus seconded the motion.

**VOTE: The Motion Passed Unanimously**

### b. Staff Reports:

Staff reports were given by PBSO Sgt. Langevin, Fire Chief Steedman, and Public Works Director Alan Welch.

## 5. COMMISSION REPORTS

Commissioner Kortenhaus reminded everyone of the Christmas Tree lighting on December 3, 2021, the Youth Council Christmas Party on December 12, 2021, and the holiday lights contest.

Mayor Fiers added that the menorah lighting would be November 27, 2021 and again on November 28, 2021 with the Rabbi.

## 6. OTHER BUSINESS

There was no other business.

## 7. ORDINANCES AND RESOLUTIONS

- a. Ordinance O-7-21: AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF PALM BEACH SHORES AT CHAPTER 22. ELECTIONS. AT SECTIONS 22-6. CANVASSING BOARD; METHOD OF VOTING. TO CONFIRM THE TOWN CLERK'S AUTHORITY TO DELEGATE DUTIES TO THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS AS NECESSARY WITHOUT FURTHER AUTHORIZATION FROM THE TOWN COMMISSION AND TO DELEGATE ALL CANVASSING AND CERTIFICATION RESPONSIBILITIES TO THE COUNTY CANVASSING BOARD; DIRECTING THE TOWN CLERK TO TRANSMIT A CERTIFIED COPY OF THIS ORDINANCE TO THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 22. ELECTIONS, SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. (2<sup>nd</sup> reading)

(Motion and vote on next page)

**Item 7a (Ordinance O-7-21) continued.**

**MOTION:** Commissioner Larcher moved to approve Ordinance O-7-21.

**SECOND:** Vice Mayor McCranel seconded the motion.

**VOTE: The Motion Passed Unanimously**

- b. Approval of Resolution R-14-21 (Amendment #3), Amending the Town's operating budget for Fiscal Year 2020/2021.

**MOTION:** Commissioner Tyler moved to approve Resolution R-14-21 (Amendment #3) as presented.

**SECOND:** Commissioner Kortenhaus seconded the motion.

**VOTE: The Motion Passed Unanimously**

- c. Approval of Resolution R-15-21 (Amendment #1), Amending the Town's operating budget for Fiscal Year 2021-2022.

**MOTION:** Commissioner Kortenhaus moved to approve Resolution R-15-21 (Amendment #1) for the 2021-2022 Fiscal Year as presented.

**SECOND:** Commissioner Tyler seconded the motion.

**VOTE: The Motion Passed Unanimously**

8. **MISCELLANEOUS BUSINESS**

- a. Iguana Extermination.

Mayor Fiers and Public Works Director Alan Welch explained the Town's proposal on the disposal of the Iguana infestation in the Town. For iguanas located on personal property, the owner will sign a "hold harmless" agreement to allow the Town to remove iguanas from their individual property.

Mayor Fiers read a letter from Inlet Beach Club supporting the program (a copy is herewith attached and a part of these minutes).

**MOTION:** Commissioner Tyler made a motion for the Town to proceed as outlined.

**SECOND:** Commissioner Larcher seconded the motion.

**VOTE: The Motion Passed 4 to 1 with Commissioner Kortenhaus voting in opposition.**

9. **PUBLIC COMMENTS**

Town Administrator Wells announced that all three (3) incumbents qualified for the March 2022 election, with no other running, there will be no election.

Town Administrator Wendy Wells stated that on December 20, 2021, the Commission will hold one (1) meeting combining the workshop and regular meeting.

10. **ADJOURNMENT**

Commissioner Kortenhaus moved to adjourn. Vice Mayor McCranel seconded the motion and Mayor Fiers adjourned the meeting at 8:37 pm.

Approved this 20<sup>th</sup> day of December 2021.

ATTEST:

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Alan Fiers, Mayor

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Evyonne Browning, Town Clerk

(Seal)



October 28, 2021

Inlet Beach Club Condominium Association  
120 Inlet Way #108  
Palm Beach Shores, FL 33404

Mayor Fiers and Town Commissioners of the Town of Palm Beach Shores  
247 Edwards Lane  
Palm Beach Shores, FL 33404

RE: Iguanas

Mayor Fiers and Town Commissioners,

I am writing on behalf of the Board of Directors and the Condominium Owners of the Inlet Beach Club Condominium located on Inlet Way in the Town of Palm Beach Shores. Our owners are becoming increasingly concerned with the number of large (and small) iguanas living in our town and especially along the Palm Beach Inlet adjacent to our property. In addition to living in the rocks along the inlet, they are simultaneously invading our property, defecating on our patios/pool area, and scaring our residents. The owners are finding it much less enjoyable to be sitting poolside or on their patio while watching the iguanas wondering amongst their feet.

It seems to us that the iguana problem is not just an Inlet Beach Club problem but is a problem that involves the entire town. In a few short years, we have gone from no iguanas on our property nor on the inlet rocks to many iguanas on our property and very many large iguanas on the rocks along the inlet adjacent to our property.

Our Condominium Board members have received many complaints from our owners regarding the iguanas wondering what we, as Board members, are doing to eliminate the problem. It makes no sense for our Association to spend money to trap the iguanas on our property without any commitment of similar activity by the Town. We tried that about 18 months ago and trapped two raccoons at a cost of about \$600. It will be impossible to eliminate our Inlet Beach Club problem without a larger effort by the Town. We are guessing that we are not the only condominium facing this issue. As you must be aware, the iguana population problem is increasing exponentially year over year.

Can you let us know of any activities the Town is taking to deal with the iguana problem? In addition, could/would you inform us as to any suggestions you might have to help us deal with this "town wide" issue.

We look forward to hearing from you on this important issue. A timely response would be appreciated as more and more of our owners will be showing up in the weeks ahead.

Thank you,

  
Bruce McClenathan  
Board President - Inlet Beach Club Condominium Association

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

Item 3b  
12 20 21 Commission  
PERMIT NO. 0-10-5 Amended

## Town of Palm Beach Shores

### APPLICATION FOR BEACH EVENT PERMIT

(Section 18-27 of Town Code)

Event Location: Beach Palm Beach Shores

Name: Fredrick Can / Courtney New Telephone: 561 324 3708

Address: 217 Blossom Lane Email: Carl.phs@gmail.com

Requested Date: 2/26/2022 Hours (include setup/breakdown): 2 pm to ~~2~~ 3 pm

Number of expected attendees: 80

Proof of insurance attached? Yes ☒ No (explain) \_\_\_\_\_

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

N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

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





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: Wedding Location: \_\_\_\_\_

Sponsor: Fred Carr Telephone: 561-324-3708

Property owner's consent and acknowledgement of responsibility:

Signature: [Signature]

Date and Time: 2/26/22 Time it ends: \_\_\_\_\_

Number of participants: 80

Proof of insurance attached? Yes ☒ No ☐

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

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

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

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

APPROVED:

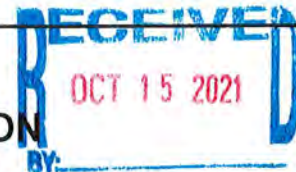
Fire Department: \_\_\_\_\_ Sheriff's Office: \_\_\_\_\_

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

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



## 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: 2/25/22 1st Floor \_\_\_\_\_ 2nd Floor ☒  
Name of Resident: Frederick Carr  
Address: 217 Blossom Ln.  
City: Palm Beach Shores State: FL Zip: 33404  
Phone: 561-324-3708 Cell: 561-324-3708  
E-mail: Carr.phs@gmail.com  
Alternate Contact: Courtney Pew (772) 777-5652

### EVENT INFORMATION

|  |                     |   |  |
|--|---------------------|---|--|
| Type of event  | <u>wedding</u>      | Using outside caterer   | Yes <input checked="" type="checkbox"/> No _____ |
| Anticipated attendance   | <u>80</u> (Max 120) | Alcoholic Beverages   | Yes <input checked="" type="checkbox"/> 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>4:00 pm</u>      | Type of decorations:  | <u>Table top</u>                                 |
| Time event will end  | <u>12:00</u>        |   |  |
| Facility close time  | <u>12:00</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) | # of 6' round tables (maximum 12)                  |
| BBQ grill (\$25 + tax)                  | # of chairs (maximum 130)                          |
| 1st floor kitchen (\$25 + tax)          | # of 6' rectangle tables (maximum 8)               |
| # of 6' rectangle tables (maximum 8)    | # 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:<br><u>6' round chairs</u> |

Fred Carr

Resident Printed Name

[Signature]

\*Resident Signature

9/12/21

Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/15/2021

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

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

| <b>PRODUCER</b><br>East Main Street Insurance Services, Inc.<br>Will Maddux<br>PO Box 1298<br>Grass Valley CA 95945 | <b>CONTACT NAME:</b> Will Maddux<br><b>PHONE (A/C, No, Ext):</b> (530) 477-6521<br><b>E-MAIL ADDRESS:</b> info@theeventhelper.com<br><b>FAX (A/C, No):</b>  |                               |  |        |            |                       |            |            |                      |            |            |  |  |            |  |  |            |  |  |            |  |  |
|---|---|-------------------------------|--|--------|------------|-----------------------|------------|------------|----------------------|------------|------------|--|--|------------|--|--|------------|--|--|------------|--|--|
| <b>INSURED</b><br><br>Courtney Dew<br>520 Teak Dr<br>West Palm Beach FL 33403                                       | <table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A:</td><td>Lloyds Syndicate 2623</td><td>AA-1128623</td></tr><tr><td>INSURER B:</td><td>Lloyds Syndicate 623</td><td>AA-1128623</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table> | INSURER(S) AFFORDING COVERAGE |  | NAIC # | INSURER A: | Lloyds Syndicate 2623 | AA-1128623 | INSURER B: | Lloyds Syndicate 623 | AA-1128623 | 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-1128623                    |  |        |            |                       |            |            |                      |            |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER C:  |   |                               |  |        |            |                       |            |            |                      |            |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER D:  |   |                               |  |        |            |                       |            |            |                      |            |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER E:  |   |                               |  |        |            |                       |            |            |                      |            |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER F:  |   |                               |  |        |            |                       |            |            |                      |            |            |  |  |            |  |  |            |  |  |            |  |  |

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

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

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

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

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

**CERTIFICATE HOLDER****CANCELLATION**

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

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

(Sponsor Fredrick Carr) Courtney Dew  
Wedding Feb. 26. 2022  
Community Center 2nd Floor and Beach Area

***Town of Palm Beach Shores***

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Receipt #: 16091      Date: 11/9/2021      From: (Sponsor Fredrick Carr) Cour      Register: Sandi      Operator ID: asystadmin

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|                       |   |          |
|-----------------------|---|----------|
| Miscellaneous Receipt | Comm Cntr Deposit - + C (Sponsor Fredrick Carr) Courtney  | \$500.00 |
|                       | Courtney Dew 2.26.22 CC 2nd Floor Balance:                |          |
| Miscellaneous Receipt | Comm Cntr Deposit - +C (Sponsor Fredrick Carr) Courtney   | \$250.00 |
|                       | Courtney Dew Beach Rental 2.26.22 Balance:                |          |
| Miscellaneous Receipt | Comm Cntr Rental - + Co (Sponsor Fredrick Carr) Courtney  | \$428.00 |
|                       | - + Courtney Dew 2nd Floor 2.26.22 Balance:               |          |
| Miscellaneous Receipt | Comm Cntr Rental - + Co (Sponsor Fredrick Carr) Courtney  | \$250.00 |
|                       | Courtney Dew Beach Area 2.26.22 Balance:                  |          |
| Miscellaneous Receipt | Misc. Income - describe (Sponsor Fredrick Carr) Courtney  | \$36.00  |
|                       | Income - describe Return bank fee Balance:                |          |
| Miscellaneous Receipt | Special Permits Courtney (Sponsor Fredrick Carr) Courtney | \$50.00  |
|                       | al Permits Courtney Dew 2.26.2022 Balance:                |          |

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**Total Receipts                      \$1,514.00**

Check - 1498860                      \$1,514.00

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**Change Due:                      \$0.00**

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Thank you.

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

|                   | CASH &<br>INVESTMENTS |  | REVENUE             |                   |                   |             |
|-------------------|-----------------------|--|---------------------|-------------------|-------------------|-------------|
|                   |                       |  | BUDGET              | CURRENT           | YEAR TO DATE      | % OF BUDGET |
| 9/30/2021         | \$ 3,813,877          |  | \$ 5,568,602        | \$ 504,222        | \$ 6,011,990      | 108%        |
| 10/31/2021        | \$ 3,118,733          |  | \$ 5,462,261        | \$ 40,281         | \$ 40,281         | 1%          |
| <b>11/30/2021</b> | <b>\$ 3,592,251</b>   |  | <b>\$ 5,609,398</b> | <b>\$ 835,222</b> | <b>\$ 875,503</b> | <b>16%</b>  |
| 11/30/2020        | \$ 2,314,637          |  | \$ 5,517,240        | \$ 395,757        | \$ 420,408        | 8%          |
| 12/31/2021        |                       |  |                     |                   |                   |             |
| 1/31/2022         |                       |  |                     |                   |                   |             |
| 2/28/2022         |                       |  |                     |                   |                   |             |
| 3/31/2022         |                       |  |                     |                   |                   |             |
| 4/30/2022         |                       |  |                     |                   |                   |             |
| 5/31/2022         |                       |  |                     |                   |                   |             |
| 6/30/2022         |                       |  |                     |                   |                   |             |
| 7/31/2022         |                       |  |                     |                   |                   |             |
| 8/31/2022         |                       |  |                     |                   |                   |             |
| 9/30/2022         |                       |  |                     |                   |                   |             |

|                   | EXPENDITURES        |                   |                    |                   |                   |             |
|-------------------|---------------------|-------------------|--------------------|-------------------|-------------------|-------------|
|                   | BUDGET              | DISBURSEMENTS     | ACCRUALS           | CURRENT EXP       | YEAR TO DATE      | % OF BUDGET |
| 9/30/2021         | \$ 5,568,602        | \$ 215,098        | \$ 150,667         | \$ 365,766        | \$ 5,288,460      | 95%         |
| 10/31/2021        | \$ 5,462,261        | \$ 808,352        | \$ (164,056)       | \$ 644,296        | \$ 644,296        | 12%         |
| <b>11/30/2021</b> | <b>\$ 5,609,398</b> | <b>\$ 368,546</b> | <b>\$ (42,378)</b> | <b>\$ 326,168</b> | <b>\$ 970,464</b> | <b>17%</b>  |
| 11/30/2020        | \$ 5,517,240        | \$ 635,224        | \$ (273,888)       | \$ 361,336        | \$ 1,101,548      | 20%         |
| 12/31/2021        |                     |                   |                    |                   |                   |             |
| 1/31/2022         |                     |                   |                    |                   |                   |             |
| 2/28/2022         |                     |                   |                    |                   |                   |             |
| 3/31/2022         |                     |                   |                    |                   |                   |             |
| 4/30/2022         |                     |                   |                    |                   |                   |             |
| 5/31/2022         |                     |                   |                    |                   |                   |             |
| 6/30/2022         |                     |                   |                    |                   |                   |             |
| 7/31/2022         |                     |                   |                    |                   |                   |             |
| 8/31/2022         |                     |                   |                    |                   |                   |             |
| 9/30/2022         |                     |                   |                    |                   |                   |             |

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

**Town of Palm Beach Shores**  
**Budget Summary Report**  
**November 2021**

|                              |                 | Nov Benchmark |                   | 16.7%      |                     |
|------------------------------|-----------------|---------------|-------------------|------------|---------------------|
|                              | BUDGET          | YTD           | Favorable(Unfav)  | %          |                     |
| REVENUE                      |                 |               |                   |            |                     |
| Revenue (without appr'd F/B) | \$ 5,661,100.00 | \$ 875,503.12 | \$ (4,785,596.88) | 15.5%      |                     |
| Appropriated Fund Balance    | (198,839.00)    | -             | 198,839.00        |            |                     |
| TOTAL REVENUE                | \$ 5,462,261.00 | \$ 875,503.12 | \$ (4,586,757.88) | 16.0%      |                     |
| EXPENDITURES BY DEPARTMENT   |                 |               |                   |            |                     |
|                              |                 | % of total    |                   | % of total |                     |
| Administration               | \$ 484,562.00   | 9%            | \$ 67,734.40      | 7%         | \$ 416,827.60 14.0% |
| Legal                        | 121,000.00      | 2%            | 8,286.40          | 1%         | 112,713.60 6.8%     |
| Public Works                 | 336,162.00      | 6%            | 50,779.67         | 5%         | 285,382.33 15.1%    |
| Police                       | 1,680,027.00    | 31%           | 276,796.29        | 29%        | 1,403,230.71 16.5%  |
| Fire                         | 686,932.00      | 13%           | 82,465.09         | 8%         | 604,466.91 12.0%    |
| Building                     | 237,862.00      | 4%            | 30,276.23         | 3%         | 207,585.77 12.7%    |
| Emergency Disaster           | -               | 0%            | 69.98             | 0%         | (69.98) 0.0%        |
| Solid Waste                  | 209,250.00      | 4%            | 30,832.64         | 3%         | 178,417.36 14.7%    |
| Legislative                  | 18,562.00       | 0%            | 1,535.45          | 0%         | 17,026.55 8.3%      |
| Streets/Storm Sewers         | 25,125.00       | 0%            | 2,310.42          | 0%         | 22,814.58 9.2%      |
| Parks                        | 208,024.00      | 4%            | 19,848.83         | 2%         | 188,175.17 9.5%     |
| Beach                        | 100,193.00      | 2%            | 12,347.24         | 1%         | 87,845.76 12.3%     |
| Lift Stations/Sewer Service  | 42,975.00       | 1%            | 1,276.74          | 0%         | 41,698.26 3.0%      |
| Contingencies                | 85,000.00       | 2%            | -                 | 0%         | 85,000.00 0.0%      |
| Debt Service                 | 495,855.00      | 9%            | 247,927.29        | 26%        | 247,927.71 50.0%    |
| Emergency Medical Services   | 351,851.00      | 6%            | 57,351.42         | 6%         | 294,499.58 16.3%    |
| Community Center             | 49,750.00       | 1%            | 20,119.00         | 2%         | 29,631.00 40.4%     |
| Risk Management              | 106,231.00      | 2%            | 22,199.75         | 2%         | 84,031.25 20.9%     |
| Capital                      | 222,900.00      | 4%            | 38,307.19         | 4%         | 184,592.81 17.2%    |
| TOTAL EXPENDITURES           | \$ 5,462,261.00 | \$ 970,464.03 | \$ 4,491,796.97   | 17.8%      |                     |
| CHANGE IN FUND BALANCE       |                 |               |                   |            |                     |
|                              | -               | (94,960.91)   | (94,960.91)       |            |                     |

Explanation of Variances:

Debt Service - first of 2 payments made, next is in April

Community Center - Building maintenance: new drainage on balcony and a/c piping repairs

Risk Management - Main Town policy is paid in quarterly installment. First payment has been made.

Capital - Completed the relining & repair of the Town Hall sewer lines (\$23,645); new carpet second floor of Town Hall; fire sprinkler repairs at Community Center.



Town of Palm Beach Shores  
Disbursements - November 2021

| Check # | Type | Date       | Vendor Name   | Amount       |
|---------|------|------------|---|--------------|
| 3254    | C    | 11/4/2021  | 959 ACC Restoration                                 | \$ 635.14    |
| 3255    | C    | 11/4/2021  | 47 Board of County Commissioners                    | \$ 5,340.00  |
| 3256    | C    | 11/4/2021  | 861 BrightView Landscape Services, Inc.             | \$ 7,277.08  |
| 3257    | C    | 11/4/2021  | 13 City Maintenance Supply                          | \$ 1,553.91  |
| 3258    | C    | 11/4/2021  | 52 Comcast  | \$ 41.45     |
| 3259    | C    | 11/4/2021  | 107 Davis & Associates, P.A.                        | \$ 7,862.40  |
| 3260    | C    | 11/4/2021  | 863 Diversified Building Department Management      | \$ 6,437.50  |
| 3261    | C    | 11/4/2021  | 746 Essential Net Solutions                         | \$ 1,434.99  |
| 3262    | C    | 11/4/2021  | 89 Home Depot Credit Svcs                           | \$ 878.25    |
| 3263    | C    | 11/4/2021  | 910 Lake Park Auto & Fleet Repair                   | \$ 1,415.83  |
| 3264    | C    | 11/4/2021  | 879 Orlando Rodriguez                               | \$ 240.00    |
| 3265    | C    | 11/4/2021  | 464 Palm Beach County Chapter/ FGFOA                | \$ 30.00     |
| 3266    | C    | 11/4/2021  | 16 Palmdale Oil Company, Inc.                       | \$ 504.67    |
| 3267    | C    | 11/4/2021  | 25 Palm Beach Shores Volunteer Fire Dept.           | \$ 11,121.88 |
| 3268    | C    | 11/4/2021  | 831 Randy's Plumbing, LLC                           | \$ 1,387.65  |
| 3269    | C    | 11/4/2021  | 516 Schmidt Nichols                                 | \$ 747.50    |
| 3270    | C    | 11/4/2021  | 494 Signs by Tomorrow                               | \$ 345.69    |
| 3271    | C    | 11/4/2021  | 881 South Central Planning & Development Commission | \$ 260.42    |
| 3272    | C    | 11/4/2021  | 796 TimeClock Plus                                  | \$ 900.00    |
| 3273    | C    | 11/4/2021  | 99 Torcivia, Donlon, Goddeau and Ansay, PA          | \$ 185.00    |
| 3274    | C    | 11/4/2021  | 100 Toshiba Business Solutions                      | \$ 364.84    |
| 3275    | C    | 11/4/2021  | 104 Waste Management                                | \$ 11,825.64 |
| 3276    | C    | 11/12/2021 | 944 Advanced Plumbing Technology                    | \$ 23,645.00 |
| 3277    | C    | 11/12/2021 | 823 AT&T Mobility                                   | \$ 34.99     |
| 3278    | C    | 11/12/2021 | 823 AT&T Mobility                                   | \$ 34.99     |
| 3279    | C    | 11/12/2021 | 960 Baxter's Bee Removal                            | \$ 500.00    |
| 3280    | C    | 11/12/2021 | 47 Board of County Commissioners                    | \$ 129.25    |
| 3281    | C    | 11/12/2021 | 928 End of the Line, Inc.                           | \$ 106.25    |
| 3282    | C    | 11/12/2021 | 80 FL Public Utilities                              | \$ 126.31    |
| 3283    | C    | 11/12/2021 | 116 GateHouse West Palm Beach - Adv                 | \$ 3,161.36  |
| 3284    | C    | 11/12/2021 | 962 Laura McDonald                                  | \$ 550.00    |
| 3285    | C    | 11/12/2021 | 961 Michael Rackley                                 | \$ 50.00     |
| 3286    | C    | 11/12/2021 | 10 Municipal Code Corporation                       | \$ 225.00    |
| 3287    | C    | 11/12/2021 | 30 Poly Systems Company                             | \$ 952.00    |
| 3288    | C    | 11/12/2021 | 831 Randy's Plumbing, LLC                           | \$ 495.00    |
| 3289    | C    | 11/12/2021 | 494 Signs by Tomorrow                               | \$ 217.93    |
| 3290    | C    | 11/12/2021 | 100 Toshiba Business Solutions                      | \$ 676.97    |
| 3291    | C    | 11/12/2021 | 101 Verizon Wireless                                | \$ 58.10     |
| 3292    | C    | 11/12/2021 | 640 Ward-Damon Attorney                             | \$ 424.00    |
| 3293    | C    | 11/12/2021 | 131 WEX BANK  | \$ 401.18    |
| 3294    | C    | 11/18/2021 | 324 AC Enforcement, Inc.                            | \$ 417.62    |
| 3295    | C    | 11/18/2021 | 737 AT&T  | \$ 288.98    |
| 3296    | C    | 11/18/2021 | 945 Batteries & Bulbs                               | \$ 1,151.88  |
| 3297    | C    | 11/18/2021 | 859 Carpenter Electric, Inc.                        | \$ 5,073.01  |
| 3298    | C    | 11/18/2021 | 13 City Maintenance Supply                          | \$ 207.99    |
| 3299    | C    | 11/18/2021 | 32 City of Riviera Beach                            | \$ 3,433.32  |
| 3300    | C    | 11/18/2021 | 928 End of the Line, Inc.                           | \$ 106.25    |
| 3301    | C    | 11/18/2021 | 67 Ferrellgas                                       | \$ 118.00    |

Town of Palm Beach Shores  
Disbursements - November 2021

| Check #                | Type | Date       | Vendor Name                                   | Amount               |
|------------------------|------|------------|---|----------------------|
| 3302                   | C    | 11/18/2021 | 71 FL Power & Light                           | \$ 2,633.97          |
| 3303                   | C    | 11/18/2021 | 676 Guardian                                  | \$ 620.55            |
| 3304                   | C    | 11/18/2021 | 858 Palm Beach County Sheriff's Office        | \$ 137,364.83        |
| 3305                   | C    | 11/18/2021 | 16 Palmdale Oil Company, Inc.                 | \$ 491.40            |
| 3306                   | C    | 11/18/2021 | 25 Palm Beach Shores Volunteer Fire Dept.     | \$ 13,665.45         |
| 3307                   | C    | 11/18/2021 | 687 PC Controls, Inc.                         | \$ 480.00            |
| 3308                   | C    | 11/18/2021 | 954 Rockwood Installation Inc.                | \$ 1,882.08          |
| 3309                   | C    | 11/18/2021 | 115 Shoreline Pest Control                    | \$ 93.50             |
| 3310                   | C    | 11/18/2021 | 375 Simmons & White, Inc.                     | \$ 990.00            |
| 3311                   | C    | 11/23/2021 | 116 GateHouse West Palm Beach - Adv           | \$ 350.88            |
| 3312                   | C    | 11/23/2021 | 886 Henry Schein, Inc.                        | \$ 177.84            |
| 3313                   | C    | 11/23/2021 | 679 Keehn Emergency Medical Services, Inc     | \$ 1,500.00          |
| 3314                   | C    | 11/23/2021 | 892 Palm Beach County Supervisor of Elections | \$ 7.80              |
| 3315                   | C    | 11/23/2021 | 911 AT&T                                      | \$ 877.71            |
| 3316                   | C    | 11/23/2021 | 516 Schmidt Nichols                           | \$ 431.25            |
| 3317                   | C    | 11/23/2021 | 643 Suntrust Bank                             | \$ 1,123.99          |
| 3318                   | C    | 11/23/2021 | 586 The Standard Insurance Company            | \$ 348.20            |
| 3319                   | C    | 11/23/2021 | 592 Trevor Steedman                           | \$ 81.46             |
| 3320                   | C    | 11/23/2021 | 104 Waste Management                          | \$ 3,074.81          |
| ADP, LLC               | E    | 11/19/2021 | 697 ADP, LLC                                  | \$ 228.40            |
| ADP - TAXES            | E    | 11/5/2021  | ADP - TAXES                                   | \$ 9,172.96          |
| ADP - TAXES            | E    | 11/19/2021 | ADP - TAXES                                   | \$ 8,946.30          |
| ADP - WAGES            | E    | 11/5/2021  | ADP - WAGES                                   | \$ 27,755.93         |
| ADP - WAGES            | E    | 11/19/2021 | ADP - WAGES                                   | \$ 27,357.90         |
| Blue Cross Blue Shield | E    | 11/22/2021 | 127 Blue Cross Blue Shield of Florida, Inc.   | \$ 14,172.23         |
| FRS                    | E    | 11/3/2021  | 172 FRS                                       | \$ 12,210.56         |
|                        |      |            |   | <b>\$ 369,415.22</b> |

|                            |                      |
|----------------------------|----------------------|
| General Fund               | \$ 368,545.66        |
| Underground Utilities Fund | \$ 869.56            |
| <b>Total</b>               | <b>\$ 369,415.22</b> |

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

|           | <b>Electric</b><br><i>FPL</i> | <b>Water</b><br><i>Riviera Beach</i> | <b>Gas</b><br><i>FPU</i> | <b>Total</b> |
|-----------|-------------------------------|--------------------------------------|--------------------------|--------------|
| Oct-21    | 21,602.65                     |                                      |                          | 21,602.65    |
| Nov-21    |                               |                                      |                          | -            |
| Dec-21    |                               |                                      |                          | -            |
| Jan-22    |                               |                                      |                          | -            |
| Feb-22    |                               |                                      |                          | -            |
| Mar-22    |                               |                                      |                          | -            |
| Apr-22    |                               |                                      |                          | -            |
| May-22    |                               |                                      |                          | -            |
| Jun-22    |                               |                                      |                          | -            |
| Jul-22    |                               |                                      |                          | -            |
| Aug-22    |                               |                                      |                          | -            |
| Sep-22    |                               |                                      |                          | -            |
| YTD Total | 21,602.65                     | -                                    | -                        | 21,602.65    |



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

|   |               |
|---|---------------|
| Accumulated (unspent) Discretionary Sales Tax as of 9/30/17 | \$ 49,955.01  |
| Accumulated (unspent) Discretionary Sales Tax as of 9/30/18 | \$ 119,434.60 |
| Accumulated (unspent) Discretionary Sales Tax as of 9/30/19 | \$ 207,613.87 |
| Accumulated (unspent) Discretionary Sales Tax as of 9/30/20 | \$ 291,486.47 |
| Accumulated (unspent) Discretionary Sales Tax as of 9/30/21 | \$ 387,432.10 |

Current Year Receipts:

| Date of Receipt | Period       |             |
|-----------------|--------------|-------------|
| 11/29/2021      | October 2021 | \$ 7,419.45 |

|                             |             |
|-----------------------------|-------------|
| Total current year receipts | \$ 7,419.45 |
|-----------------------------|-------------|

Current Year Expenditures:

\$ -

|   |                      |
|---|----------------------|
| <b>Accumulated (unspent) Discretionary Sales Tax as of 10/31/21</b> | <b>\$ 394,851.55</b> |
|---|----------------------|

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

|            | Building<br>Permits | Building<br>Department | Net<br>Building | Cumulative<br>Net Bldg |
|------------|---------------------|------------------------|-----------------|------------------------|
| 10/31/2021 | \$ 10,845           | \$ 22,632              | \$ (11,786)     | \$ (11,786)            |
| 11/30/2021 | \$ 20,757           | \$ 9,456               | \$ 11,300       | \$ (486)               |
| 12/31/2021 |                     |                        | \$ -            | \$ (486)               |
| 1/31/2022  |                     |                        | \$ -            | \$ (486)               |
| 2/28/2022  |                     |                        | \$ -            | \$ (486)               |
| 3/31/2022  |                     |                        | \$ -            | \$ (486)               |
| 4/30/2022  |                     |                        | \$ -            | \$ (486)               |
| 5/31/2022  |                     |                        | \$ -            | \$ (486)               |
| 6/30/2022  |                     |                        | \$ -            | \$ (486)               |
| 7/31/2022  |                     |                        | \$ -            | \$ (486)               |
| 8/31/2022  |                     |                        | \$ -            | \$ (486)               |
| 9/30/2022  |                     |                        | \$ -            | \$ (486)               |
|            | \$ 31,602           | \$ 32,088              | \$ (486)        |                        |

Other related revenues:

|                             |          |
|-----------------------------|----------|
| Bldg Permit State Surcharge | \$ 861   |
| Fire Inspection Fees        | \$ -     |
| Reinspection Fees           | \$ -     |
| Code Enf Admin Cost Reimb   | \$ -     |
| Site Plan / Variance Fees   | \$ 350   |
| Land Development Costs      | \$ 7,822 |
| Town Code & Ordinance Fines | \$ -     |

|              |          |
|--------------|----------|
| Net Building | \$ 8,548 |
|--------------|----------|

Town of Palm Beach Shores  
Underground Utilities  
as of 11/30/21

|                                   | COST<br>ESTIMATE    | TOTAL<br>as of 11/30/21 | Remaining<br>Costs     | P R O J E C T E D      |                       |
|-----------------------------------|---------------------|-------------------------|------------------------|------------------------|-----------------------|
|                                   |                     |                         |                        | Cost                   | Variance              |
| <b>Other Financing Sources:</b>   |                     |                         |                        |                        |                       |
| Loan Proceeds                     | \$ 6,000,000        | \$ 6,000,000.00         | \$ -                   | \$ 6,000,000.00        | \$ -                  |
| <b>Expenditures:</b>              |                     |                         |                        |                        |                       |
| Survey                            | \$ 38,000           | \$ 65,762.50            | \$ -                   | \$ 65,762.50           | \$ (27,762.50)        |
| Legal                             | \$ 4,000            | \$ 3,150.00             | \$ -                   | \$ 3,150.00            | \$ 850.00             |
| Project Mgmt/Admin                | \$ 80,000           | \$ 88,017.75            | \$ 1,982.25            | \$ 90,000.00           | \$ (10,000.00)        |
| Construction - Viking             | \$ 4,336,460        | \$ 4,241,061.00         | \$ 95,399.00           | \$ 4,336,460.00        | \$ -                  |
| Construction - Comcast            | \$ 250,000          | \$ 528,340.73           | \$ -                   | \$ 528,340.73          | \$ (278,340.73)       |
| Construction - AT&T               | \$ 450,000          | \$ 275,000.00           | \$ 450,000.00          | \$ 725,000.00          | \$ (275,000.00)       |
| Construction - FPL                | \$ 254,386          | \$ 254,386.00           | \$ -                   | \$ 254,386.00          | \$ -                  |
| Landscape Restoration             | \$ 16,300           | \$ 9,584.51             | \$ 6,715.49            | \$ 16,300.00           | \$ -                  |
| Loan Acquisition                  | \$ 23,000           | \$ 22,508.00            | \$ -                   | \$ 22,508.00           | \$ 492.00             |
| Contingency                       | \$ 547,854          | \$ -                    | \$ -                   | \$ -                   | \$ 547,854.00         |
| <b>Total expenditures</b>         | <b>\$ 6,000,000</b> | <b>\$ 5,487,810.49</b>  | <b>\$ 554,096.74</b>   | <b>\$ 6,041,907.23</b> | <b>\$ (41,907.23)</b> |
| <b>Net Change in Fund Balance</b> | <b>\$ -</b>         | <b>\$ 512,189.51</b>    | <b>\$ (554,096.74)</b> | <b>\$ (41,907.23)</b>  | <b>\$ (41,907.23)</b> |

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

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





Statistics for November 2022 along with events of December 2022.

### Arrests

An incident in the 100 block of Cascade Lane turned violent between friend with one placed under arrest for battery.

### Events

It has been a busy few months for our deputies.

The man identified in the attached PBSO booking blotter was charged with the bicycle thefts in town, including ones where he entered the patio of apartments on Bamboo Road. He was charged with multiple felonies and misdemeanor. While awaiting a warrant to be issued, North Palm Beach Police arrested him a separate charges and delivered him to the county Jail. Our deputies placed our charges on him, raising his bond.

The man identified in the attached PBSO booking blotter was arrested for the burglaries on Linda Lane and Bravado Lane, 5 cars with doors unlocked were entered into and items removed including one firearm.

Our deputies did a great job in interviewing folks, canvassing the area viewing video footage and finally viewing video footage at the nearby 7-11. The suspect entered into the 7-11 and purchased items using a credit card belonging to one of the victims. While viewing the video one deputy recognized the individual as a person he recently has multiple citations top the suspect for driving a motorcycle without a driver's license and no vehicle registration.

This would not as easily have been identified if our residence had not called us about the motorcycle.

An arrest warrant was obtained with the help of district 3 detectives and the district 3 street team leader. The subject was arrested and items belonging to town residents were found

Our deputies while on patrol in the early morning hours came upon a suspicious vehicle on Ocean Avenue, one deputy was utilizing the Segway to allow him to be a bit less seen.

The deputy attempted to pull him over with lights and sirens but he did not stop until another deputy arrived on scene. The ensuing conversation revealed the subject has a multitude of warrants for his arrest. These warrants were out of state but one state approved arrest and extradition back on their charges.

When Riviera Beach Police learned of our arrest they added additional charges to him while at jail to include burglary.

Additional deputies have been brought in to assist in traffic and additional road patrol due to the recent criminal activity.

A traffic study of Blossom Lane was conducted that report is attached, we are continuing the studies on other blocks.

We have placed the 2 spare patrol vehicles assigned to us as decoy cars about town, hopefully this will add to the decrease in speed and suspicious activity.

Our deputies enjoyed the Christmas tree lighting and I hope you enjoyed the 3 motorcycles and ATV that escorted Santa, I do believe Santa has lost a pound or tow, that's a lie!

Thank you for your patience during the Thanksgiving charity vent run that circled the town, we had help with traffic by the Sheriff's crime prevention team and a district 3 sergeant. These 2 events per year are all for charity and many Marriott families and their kids are involved.

The Christmas eve day run is probably going to bit better and I have brought in the entire crime prevention team to help. With all these terrible things we have seen on TV at events I felt more deputies would be better and the sheriff quickly added more.

We would like to wish each of you the Happiest of holidays and the Merriest Christmas.

As always, stay safe, and we are here we you need us.

Sergeant Steve Langevin

12/16/2021



## November - 2021 - Monthly Strategic Report

| CAD Calls                                     | Monthly Totals |
|---|----------------|
| Business / Residence Checks (Self-Initiated)  | 2390           |
| Traffic Stops (Self-Initiated)                | 17             |
| Calls for Service (Excluding 1050's & 1061's) | 221            |
| All CAD Calls - Total                         | 2628           |

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 2628 generated calls within the district. 92% of these calls were self-initiated.

Data below represents Traffic Activity conducted by D20 Deputies

Data Source: D20 Office Staff

| Total Citations | Total Warnings | Parking Citations |
|-----------------|----------------|-------------------|
| 1               | 20             | 1                 |



## Arrest and NTA Statistics

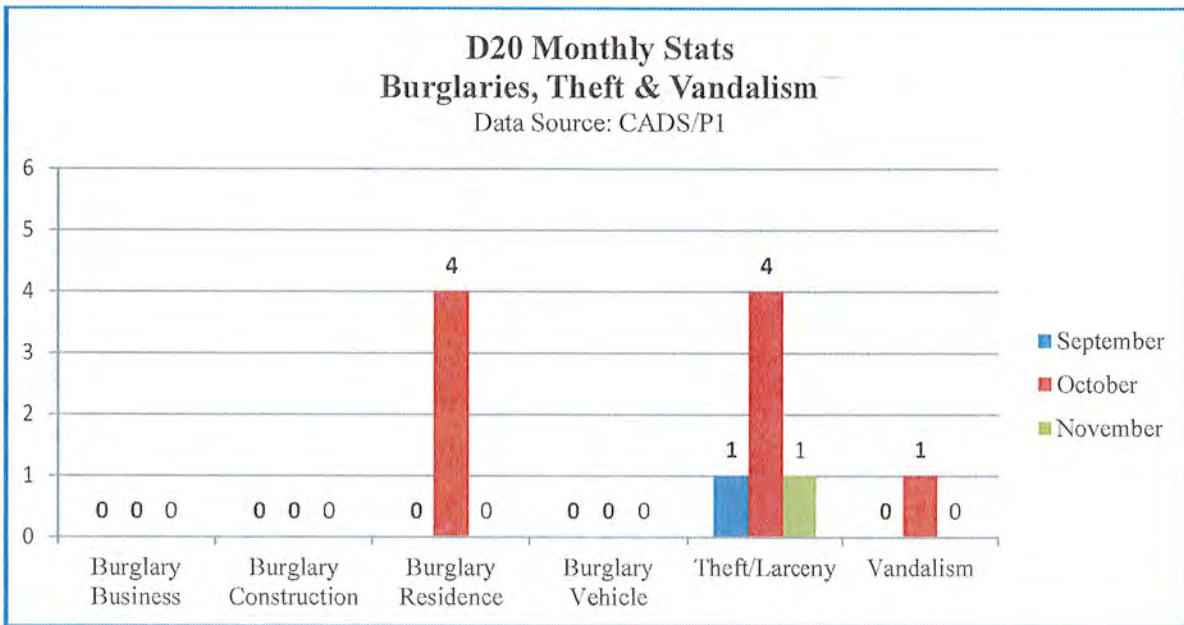
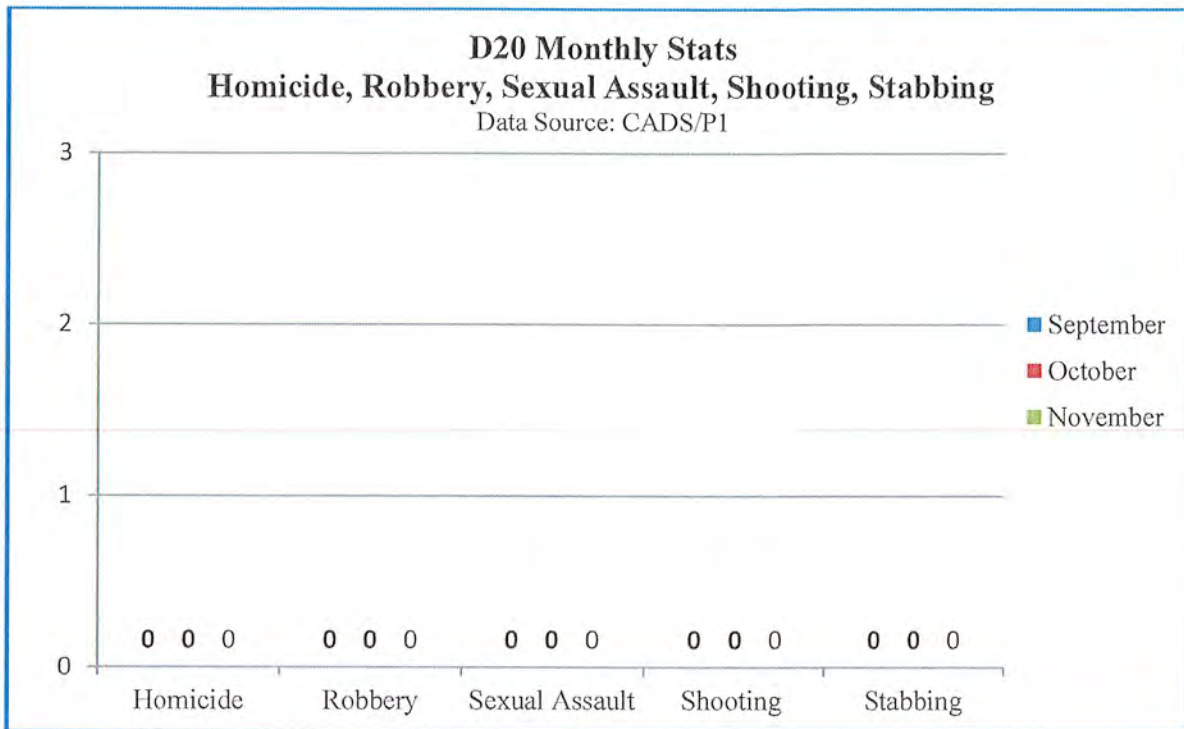
|  |
|--|
| <b>Arrest Data</b>   |
| <b>Arrests &amp; Notice to Appear (NTA) within District 20</b> |
| <b>Total Count - 1</b>   |

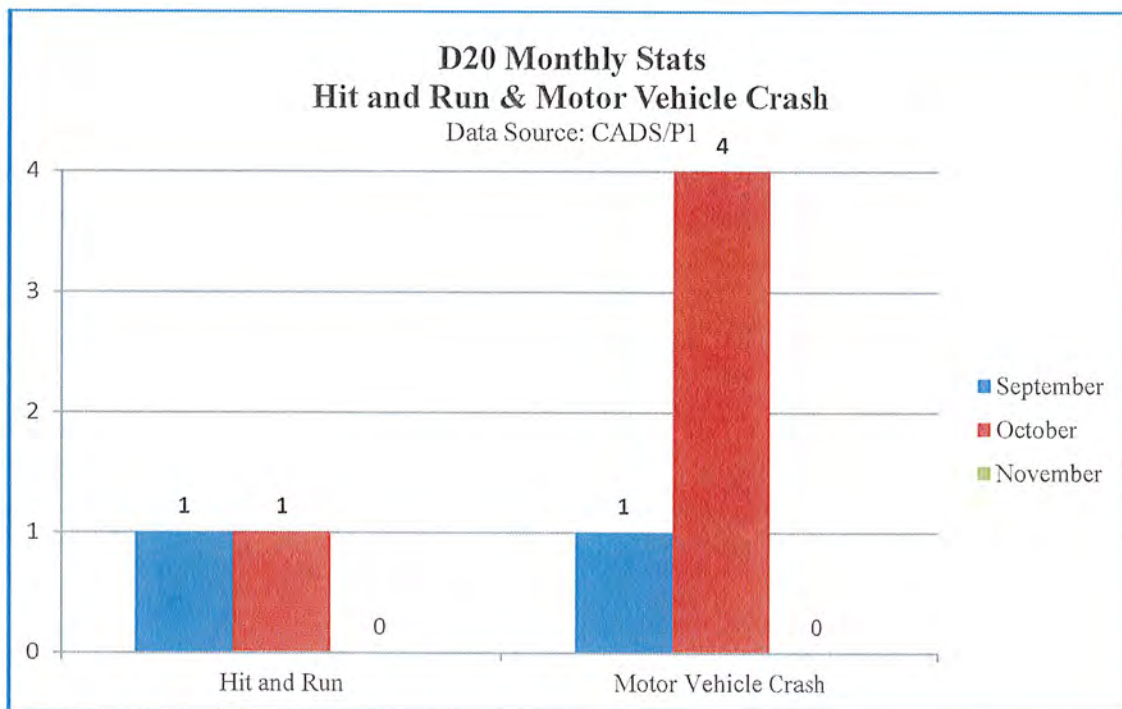
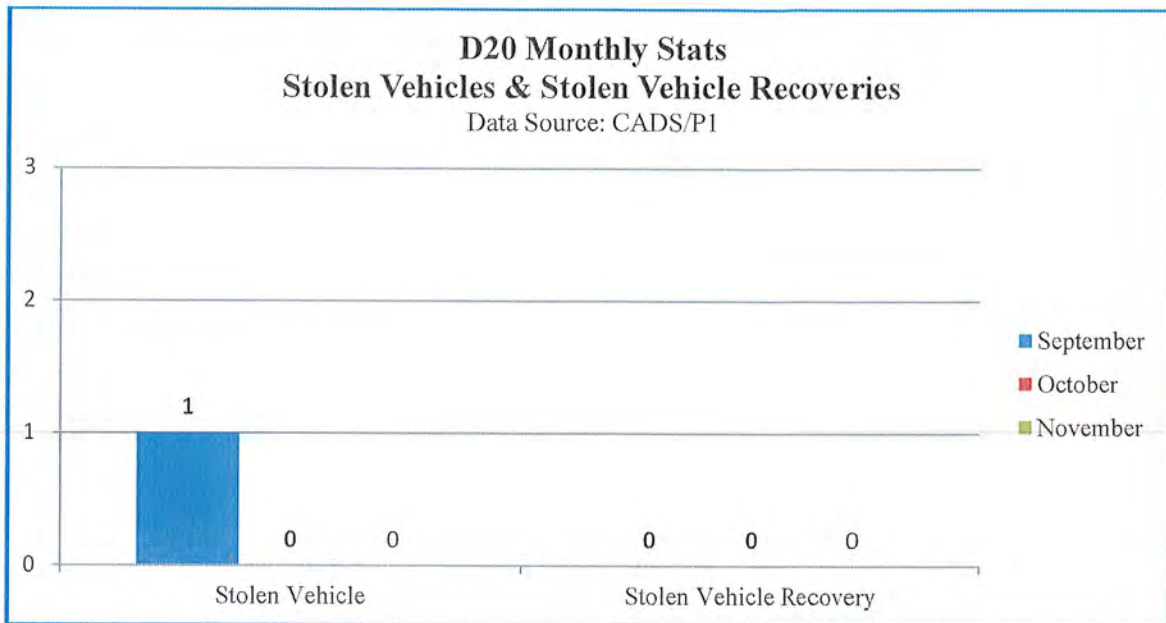
Data Source: CADS/Premier 1

| RPT #    | SIGNAL | NEIGHBORHOOD | COMMONPLACE | LOCATION       |
|----------|--------|--------------|-------------|----------------|
| 21123240 | 31D    |              |             | 111 CASCADE LN |

## DATA ANALYSIS

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







## District 20 Map of Activity

Data: Source: CrimeView Dashboard



## FIR MAP

4 Records Plotted in CrimeView Dashboard.



(5) Conducted per the FIR Track system.

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



All Town deputies were involved in this report. The report itself was compiled and written by Deputy M. Lubinski.

From November 23, 2021 until December 6, 2021, the Palm Beach County Sheriff's Office District 20 (Town of Palm Beach Shores) Road Patrol division conducted a traffic study on Blossom Lane.

The study specifically focused on vehicular traffic between Ocean Avenue and Lake Drive. During the traffic study various deputies assigned to the Town of Palm Beach Shores contacted traffic enforcement, usually in the early morning hours between 0600 AM and 0900 AM and later in the evening between 1600 and 1800 hours on Blossom Lane.

This was in response to citizens concern of excessive speed on Blossom Lane, which is a residential with a posted speed limit of 20 mph.

The following are the results of the traffic study:

- 1.) Approximately 26 man hours were invested into the traffic study.
- 2.) On average approximately 7.7 vehicles travel east on Blossom Lane in a one-hour period.
- 3.) The average speed of these vehicles is 16.14 mph.
- 4.) There are only two (2) speed limit signs on Blossom Ln and they're both partially obstructed by vegetation. (A request was made to the PBS Public Works division to cut back the vegetation.)
- 5.) The fastest speed recorded during the traffic study was 26 mph.
- 6.) There are no documented traffic crashes on Blossom Ln in the last two (2) year period.

Out of the hundreds of vehicles that were observed during the traffic study only six (6) vehicles were traveling at a speed higher than the 20 mph posted speed limit. Only one vehicle was traveling faster than 5 mph over the posted speed limit, which would allow a deputy sheriff to conduct a traffic stop. A written warning was issued to the driver of that vehicle.

A PBSO speed trailer was requested for Blossom Lane and should be delivered in the near future.



There is only one commercial business on Blossom Lane. Seaside Treatment Center is drug and alcohol rehab facility located at 106 Blossom Ln. I made contact with the management at the rehab facility and advise them of the concern with speeding on Blossom Lane. Their employees are already aware of the issue and will make every effort to slow down.

At this time, based on the evidence of the speed study, there is no concern of excessive speed and/or reckless driving on Blossom Lane. The traffic study is now officially closed out without further action required. This case is a supplement to the original offense report.

Sgt. Steve Langevin  
Commander-District 20  
Town of Palm Beach Shores.



**MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION  
TOWN OF PALM BEACH SHORES  
DEPARTMENT OF EMERGENCY SERVICES  
18 November 2021- 15 December 2021**

**TO:** Mayor Alan Fiers  
Town Commissioners

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

**DATE:** 15 December 2021

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**OPERATIONS**

**FIRE DEPARTMENT**

**COMMUNITY RISK REDUCTION (CRR) INITIATIVES**

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

**STAFFING**

- Career Staff. – No Current Vacancies. Anticipated vacancy in February 2022
- 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 47 volunteer members certified to State Minimum Standards on the “Active” rolls at the time of this report.

## **WORKFORCE & OFFICER LEADERSHIP DEVELOPMENT**

- Training & Continuing Education programs ongoing

## **FLEET DEPLOYMENT & MAINTENANCE**

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

## **OCEAN RESCUE**

### **GEAR & EQUIPMENT**

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

### **BEACH & WATER CONDITIONS**

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

## **OFFICE OF EMERGENCY MANAGEMENT**

### **COVID-19:**

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

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

**Calls for Service Activity**

|                   |  |   |
|-------------------|--|---|
| <b>FIRE / EMS</b> | <b>TOTAL CALLS FOR SERVICE</b>           | <b>34</b>   |
|                   |  | <b>Fire-Related: 09      EMS-Related: 25</b>              |
|                   | <b>LAST REPORTING PERIOD</b>             | <b>36</b>   |
|                   |  | <b>Fire-Related: 10      EMS-Related: 26</b>              |
|                   | <b>PERCENTAGE OF INCREASE / DECREASE</b> | <b>Total: - 2.7 %</b>                                     |
|                   |  | <b>Fire - Related: - 10 %      EMS - Related: - 3.8 %</b> |

|                                    |                                   |  |
|------------------------------------|-----------------------------------|--|
| <b>OCEAN RESCUE<br/>(November)</b> | <b>Rescue Report</b>              | Rescues: 02      Assists: 11      Vessel Assists: 00 |
|                                    | <b>Prevention &amp; Education</b> | Contacts: 309  |
|                                    | <b>First Aid Provided</b>         | Occurrences (Minor): 32                              |



### Training & Continuing Education Summary

| TRAINING & DRILLS | DATE                                | TIME | LOCATION       | TYPE |        |     | NATURE            | STAFFING | NOTES    |
|-------------------|-------------------------------------|------|----------------|------|--------|-----|-------------------|----------|----------|
|                   |                                     |      |                | FIRE | RESCUE | EMS |                   |          |          |
|                   | 30 Nov 2021                         | 1830 | 90 Edwards Ln. | X    | X      | X   | Crew Competitions | 22       | Hands-On |
|                   | <b>Formal Training Drills – 01</b>  |      |                |      |        |     |                   |          |          |
|                   | <b>Personnel Participation – 22</b> |      |                |      |        |     |                   |          |          |
|                   | <b>Personnel Training Hours –66</b> |      |                |      |        |     |                   |          |          |
|                   |                                     |      |                |      |        |     |                   |          |          |
|                   |                                     |      |                |      |        |     |                   |          |          |
|                   |                                     |      |                |      |        |     |                   |          |          |
|                   |                                     |      |                |      |        |     |                   |          |          |



**Public Works Department**  
**Monthly Status Report**  
**December 2021**

**Item #: 5 b 3.**

Item 4b3  
12 20 21 Commission

**Community Center:**

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

**Grounds & Parks:**

1. 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.
2. Scheduling to install concrete slabs under the Parkway benches due to safety concerns. The concrete slabs will replace the existing individual square pavers creating an uneven surface and trip hazards. There is a total of 37 concrete slabs to be installed. This project will be performed by the Public Works Staff.
3. Receiving quotes to replace the damaged concrete trash cans located on the Parkway, Inlet Park, and Beach.
4. Scheduling to apply new mulch at the Beach Playground surrounding areas.
5. Scheduling to pressure wash the Parkway sidewalk, bricks, and park benches.
6. The projects listed is funded through the approved general and capital budget.

**Streets:**

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

### **Lift Stations:**

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

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

1. Scheduling to apply a roof coating on the Beach Bathroom Building, Public Works will be applying the roof coating.
2. Scheduling to paint the exterior of the Town Hall, Police, and Fire Bay. Public Works will perform the work.
3. The projects listed is funded through the approved general and capital budget.

### **Capital Projects For 2021-2022:**

1. Community Center Replace 1<sup>st</sup> floor fireproof metal doors: **Receiving Estimates / Contractor.**
2. Community Center Replace 2<sup>nd</sup> floor east balcony awning: **Receiving Estimates / Contractor.**
3. Paint Exterior of Town Hall, Police, and Fire Bay: **Scheduling in progress / Public Works will perform the work.**
4. Town Hall new Fire Alarm monitoring system: **Receiving Estimates / Contractor.**
5. Inlet Park, Parkway, Beach, and town streets replace concrete trash cans: **Receiving Quotes and availability / Contractor.**
6. Inlet Park, Beach replace concrete benches: **Receiving Quotes and availability / Contractor.**
7. Streets New Storm grates and concrete aprons: **In progress / Public Works to perform the work.**
8. Lift station #01 Lake Drive replace wet well riser pipes and pump base plates: **Receiving Estimates and piggyback contracts availability / Contractor.**

### **Training / Certificates:**

1. Continuing Education in Florida Stormwater Erosion and Sedimentation Control. No cost to the Town.
2. OSHA'S Model Training Program for multiple certifications & continuing education credits. No cost to the Town.
3. Safety Meeting scheduled for Tuesday, January 18, 2021, Public Works Safety Officer (Public Works Director).
4. Irrigation maintenance and repairs training by BrightView landscaping. No cost to the Town.
5. Lift Stations Pumps and Valves training by PSI Technologies. No cost to the Town.

### **Updates:**

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



**TOWN CLERK REPORT**  
**November 2021 Status Updates for the**  
**December 20, 2021 Commission Meeting**

| <b>TASKS</b>  | <b>STATUS</b>   |
|---|---|
| <b>Upcoming Meetings and Important Dates</b>            | <ul style="list-style-type: none"> <li>➤ Town Hall will be closed on Friday, December 24, 2021, and Monday, December 27, 2021, for the Christmas holidays.</li> <li>➤ We will also be closed on Friday, December 31, 2021, to observe the New Year's Day holiday which falls on Saturday, January 1, 2022.</li> </ul>   |
| <b>Building Department Updates</b>                      | <p>November 2021:</p> <ul style="list-style-type: none"> <li>• Total Permits issued: 15</li> <li>• Total Permit Fees Paid: \$20,756.63</li> <li>• Total Permits issued in 2021 to date: 378</li> <li>• Total Permit Fees in 2021 to date: \$219,518.90</li> </ul> <p><b>REGULAR BUSINESS:</b> Monday through Friday, from 8:30 am to 4:30 pm.<br/>We will close for lunch between 12:30 pm and 1:00 pm each day.<br/><b>BUILDING PERMITS</b> will be accepted 8:30 am to 4:00 pm only.<br/>We will close for lunch between 12:30 pm and 1:00 pm each day.</p> |
| <b>Code Compliance</b>                                  | <p>New/ongoing open Code Violations Nov. 8, 2021, to Dec. 16, 2021 (13 total)</p> <ul style="list-style-type: none"> <li>• 2 Landscaping Maintenance/ Obstructed views (Code Sec. 78-79)</li> <li>• 1 Property Maintenance (Code Sec. 18-329)</li> <li>• 4 Florida Building Code (Code Sec. 14-106) Engineering Report</li> <li>• 2 Florida Building Code (Code Sec. 14-106) Working without a permit</li> <li>• 4 Palm Beach County Fire Code as per the PBC Fire Inspector</li> </ul>   |
| <b>TOWN HALL</b>  | <ul style="list-style-type: none"> <li>• Town Hall is open 8:30 am to 4:30 pm; However, we must limit customers to 1 at a time. <u>You must also wear a mask inside Town Hall.</u> Thank you for helping all of us to stay safe and healthy.</li> <li>• All meetings will continue to be offered virtually via WebEx (see Town's website: <a href="http://www.palmbeachshoresfl.us">www.palmbeachshoresfl.us</a> for information on all meetings).</li> </ul>   |
| <b>BUSINESS TAX AND CERTIFICATE OF USE APPLICATIONS</b> | <p>Thank you to those who have already submitted your annual renewal paperwork for your business tax and certificate of use licenses. If you have not submitted yours, please do so as soon as possible.</p> <p>Also, please remember you must also obtain a license with Palm Beach County. However, in order to do so, you must first have your license with the Town.</p>  |
|   |   |
|   |   |



**From:** Fisher, Miya  
**Sent:** Wednesday, December 15, 2021, 12:31 PM  
**To:** Alan Fiers; Alan Welch  
**Cc:** McEnroe, Jeannine; Springsteel, Anthony; Geller, Dave (Business Partner); 'Brian Marvin'; Young, Bryan (Business Partner)  
**Subject:** Palm Beach Shores Project completion

Good afternoon Mayor.

After a phone conversation I had with Brian today he did inform me that he rode out the area with Alan W. last week and everything was completed from a Comcast construction standpoint and that the Town was satisfied. We all know it's been a journey and I want to personally thank you both for your patience and teamwork you provided through this process. I would also like to thank Cypress for always being available to you and I when anything was needed to be taken care of and always answering your questions and concerns.

As Brian stated Cypress still has to do some finalization when it comes to our prints so you will still see Cypress personnel around gathering some information. Also, I have our electrician removing the old power supplies (3) from the area. This should complete Comcast's portion of the undergrounding project. I would like to wish everyone a safe and Happy Holiday!

Once again thank you all and questions please do not hesitate to reach out to me.

Sincerely,  
Mr. Miya Fisher  
Construction Specialist 2  
Comcast Cable  
3960 RCA Blvd. Ste 6002  
Palm Beach Gardens, FL 33410

Forward Upward Onward Together

Alan:

On behalf of the POA and the Environmental Committee I write to ask the Town to make a one-time expenditure of \$250-

**which will be matched by a POA expenditure in the same amount-** to support the Beach Bucket Foundation.

In exchange for this **one-time contribution-** Palm Beach Shores will receive a stand which contains 4 buckets and a trash depository. This will be placed on the Tiki Hut by the Town Beach and will encourage residents and other visitors to pick up a bucket and to collect trash as they walk the Town Beach.

Other communities in our area - such as Ocean Reef Park - have participated with the Foundation.

Here are the facts:

1. Legitimacy -The Beach Bucket Foundation is duly listed on the Florida Department of Agriculture (which covers consumer issues) website as a registered charity. See below for a copy of their official listing.

**BEACH BUCKET FOUNDATION INC, LOXAHATCHEE, FL**

Registration Number: CH65481                      Expiration Date :6/23/2022

Revenue Source: IRS 990EZ (12/31/2020)

Total Revenue: \$13,550.00

Total Expenses: \$10,188.00

Surplus/Deficit: \$3,362.00

IRS Reported Expenses: \$10,188.00 100%

**Uploaded Documents**

***Statement Of Purpose***

***TO CREATE AWARENESS AND INVOLVEMENT WITHIN OUR COMMUNITIES.***

**Document Tax Exempt Letter, received on 06/15/2021 for tracking number (DTN): 3491686**

**Document Application, received on 06/15/2021 for tracking number (DTN): 3491686**

**Document Financial Information, received on 06/15/2021 for tracking number (DTN): 3491686**

2. The following is a link to their website: [Beach Bucket Foundation - AdoptABucket](#)  
If you click on the link, you will all see a picture of the "stand" with four buckets.  
Their telephone # is 561-793-2983 and their email address is:  
[infor@beachbucketfoundation.org](mailto:infor@beachbucketfoundation.org).



EC member Tricia Blash (copied in) is an EC member who brought this to our attention. She has had several conversations with their local representative - Andy.

3. We have discussed this with Alan Welch, Dir, of Public Works (copied in) who advises that the stand will fit on the Tikki Hut walkway and that his crew will also monitor the trash pickup and advise if any buckets go missing.

We think that this will enhance our Town Beach and ask the Town to "partner" with the POA/EC in making this happen.

Grace

Grace Sterrett, EC Chair - POA 2nd VP





## CONTRACT FOR SERVICES

---

The Town of Palm Beach Shores ("Client") hereby contracts with Rubin Turnbull & Associates ("Consultant") to perform the services enumerated herein during the term of this Agreement.

1. **Compensation:** For the services performed hereunder, Client will pay Consultant the fee of \$5,000 per month beginning on Jan. 1, 2022.
2. **Term:** This Agreement will begin on Jan. 1, 2022 and conclude on May 30, 2022.
  - a. This agreement may be terminated by either party, with or without cause, by giving the other party written notice of termination at least sixty (90) days prior to the effective termination date.
  - b. This Agreement may be terminated immediately, with written notice of said termination, if there is any material default in the performance of terms and conditions of this Agreement.
3. **Consultant Responsibilities:** Rubin Turnbull is responsible for the following duties:
  - a. Guide client through the Florida State Budget Appropriations process and look to secure funding for identified projects;
  - b. Represent client in front of the Florida Legislature and Cabinet including but not limited to: project sponsors, appropriate Committee Chairs, Senate and House Leadership, Appropriations Committee and Sub-Committee staff, the Governor's office including appropriate staff and the Office of Policy & Budget, and more;
  - c. Create and implement a comprehensive strategy for success;
  - d. Provide relevant political advice and guidance
4. **Relationship to Client:** Consultant will perform the services and duties set forth above, as an independent contractor or practitioner, as determined under the law of the State of Florida and the United States of America, and not an employee, partner of, or joint



venture in Client.

Consultant may engage any number of clients. However, conflicts of interest shall be disclosed to Client, and no efforts shall be made on behalf of other clients contrary to the interests of Client.

5. **Compliance with Law:** Consultant shall comply with all applicable federal, state, and local laws and regulations in performing the services under this Agreement. With the cooperation of Client, Consultant shall be responsible for compliance with all applicable laws regarding activities, including but not limited to the accurate and timely filing of any required statements or expenditure or other reports which may be required of Client, because of its having entered into this Agreement.
6. **Indemnification:** Consultant shall indemnify and hold Client harmless from any and all actions, claims, losses, or damages (including attorney's fees) arising from the activities of Consultant, pursuant to this Agreement. Client shall indemnify and hold Consultant harmless from any and all actions, claims, losses, or damages (including attorney's fees) arising from the activities of Client pursuant to this Agreement. Client's obligation to indemnify Consultant shall be limited to the amounts set forth in Sec. 768.28, *Florida Statutes*, including limits on attorney's fees and prohibitions on punitive damages and pre-judgment interest. Nothing contained in this Agreement shall be construed as a waiver of Client's sovereign immunity beyond the waiver specified in Sec. 768.28, *Florida Statutes*. Nothing contained in this Agreement shall be construed as Client's consent to be sued by third parties.
7. **Confidentiality:** Consultant shall abide by all applicable laws and regulations in regard to confidentiality; shall maintain the confidentiality of the operation of Client, and will not divulge to anyone, without prior written approval of Client, any information regarding the financial aspects, management, administration, or operation of Client. This clause shall survive any termination of this Agreement. To the extent that the requirements of this section conflict with the Florida Public Records Act, Chapter 119, *Florida Statutes*, the Florida Public Records Act, Chapter 119, *Florida Statutes* shall control.
8. **Office of the Inspector General:** Pursuant to Sections 2-421—2-432 of the Palm Beach County Code of Ordinances, the Office of the Inspector General has jurisdiction to investigate municipal matters, review and audit municipal contracts and other transactions, and make reports and recommendations to municipal governing bodies based on such audits, reviews or investigations. All parties doing business with Client shall fully cooperate with the inspector general in the exercise of the inspector general's functions, authority and power. The inspector general has the power to take sworn statements, require the production of records and to audit, monitor, investigate and inspect the activities of Client, as well as contractors and lobbyists of Client in order to detect, deter, prevent and eradicate fraud, waste, mismanagement, misconduct and abuses.

9. **E-Verify Eligibility:** Consultant warrants and represents that it is in compliance with Section 448.095, *Florida Statutes*, as may be amended. No later than January 1, 2021, Consultant shall: (1) register with and use the E-Verify System (E-Verify.gov) to electronically verify the employment eligibility of all newly hired workers; and (2) verify that all of Consultant's subcontractors performing the duties and obligations of this Agreement are registered with and use the E-Verify System to electronically verify the employment eligibility of all newly hired workers. Consultant shall obtain from each of its subconsultants an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an Unauthorized Alien, as that term is defined in Section 448.095(1)(k), *Florida Statutes*, as may be amended. Consultant shall maintain a copy of any such affidavit from a subcontractor for, at a minimum, the duration of the subcontract and any extension thereof. This provision shall not supersede any provision of this Agreement which requires a longer retention period. Client shall terminate this Agreement if it has a good faith belief that the Consultant has knowingly violated Section 448.09(1), *Florida Statutes*, as may be amended. If Consultant has a good faith belief that the Consultant's subcontractor has knowingly violated Section 448.09(1), *Florida Statutes*, as may be amended, Client shall notify Consultant to terminate its contract with the subcontractor and Consultant shall immediately terminate its contract with the subcontractor. In the event of such contract termination, Consultant shall be liable for any additional costs incurred by Client as a result of the termination.
10. **Public Entities Crimes:** As provided in Section 287.132-133, *Florida Statutes*, by entering into this Agreement or performing any work in furtherance hereof, Consultant certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the date hereof. This notice is required by Section 287.133(3)(a), *Florida Statutes*.
11. **Scrutinized Companies:** For Contracts under \$1M, Consultant certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, *Florida Statutes*, and that it is not engaged in a boycott of Israel. Client may terminate this Agreement at Client's option if Consultant is found to have submitted a false certification as provided under Section 287.135(5), *Florida Statutes*, if Consultant has been placed on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, *Florida Statutes*, or if Consultant is engaged in a boycott of Israel. For Contracts over \$1M, Consultant certifies that it is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, *Florida Statutes*. Consultant further certifies that it is not engaged in a boycott of Israel, and that it does not have business operations in Cuba or Syria, as similarly provided in Section 287.135, *Florida Statutes*. Consultant may terminate this Agreement at Consultant's option if Consultant is found to have submitted a false certification as provided under Section 287.135(5), *Florida Statutes* or if Consultant has been placed on one of the aforementioned lists created pursuant to Section 215.4725, *Florida Statutes*. Additionally, Client may terminate this Agreement at Client's

option if Consultant is engaged in a boycott of Israel or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, *Florida Statutes*.

12. **Choice of Law and Venue:** This Agreement shall be governed and construed in accordance with the laws of the State of Florida, and venue shall be in Palm Beach County should any dispute arise with regard to same.
13. **Public Records:** In accordance with Sec. 119.0701, *Florida Statutes*, Consultant must keep and maintain this Agreement and any other records associated therewith and that are associated with the performance of the services contemplated herein. Upon request from Client's custodian of public records, Consultant must provide Client with copies of requested records, or allow such records to be inspected or copied, within a reasonable time in accordance with access and cost requirements of Chapter 119, *Florida Statutes*. A Contractor or Consultant who fails to provide the public records to Client, or fails to make them available for inspection or copying, within a reasonable time may be subject to attorney's fees and costs pursuant to Sec. 119.0701, *Florida Statutes*, and other penalties under Sec. 119.10, *Florida Statutes*. Further, Consultant shall ensure that any exempt or confidential records associated with this Agreement or associated with the provision of services contemplated herein are not disclosed except as authorized by law for the duration of the Agreement Term, including extensions, and following completion of the Agreement if Consultant does not transfer the records to Client. Finally, upon completion of the Agreement, Consultant shall transfer, at no cost to Client, all public records in possession of Consultant, or keep and maintain public records required by Client. If Consultant transfers all public records to Client upon completion of the Agreement, Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Consultant keeps and maintains public records upon completion of the Agreement, Consultant shall meet all applicable requirements for retaining public records. Records that are stored electronically must be provided to Client, upon request from Client's custodian of public records, in a format that is compatible with Client's information technology systems.

**IF CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, PLEASE CONTACT THE TOWN CLERK, RECORDS CUSTODIAN FOR CLIENT, AT (561) 844-3457, OR AT [ebrowning@pbstownhall.org](mailto:ebrowning@pbstownhall.org), OR AT 247 EDWARDS LANE, PALM BEACH SHORES, FLORIDA 33404.**

14. **Assignment and Delegation:** Consultant shall not assign or delegate all or any part of this Agreement without prior consent of Client.

15. **Entire Agreement:** Parties agree that this Agreement represents the entire understanding of the parties.

In witness thereof, the parties have entered into this Agreement on the \_\_\_ day of Dec. 2021.

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**William D. Rubin**  
**Chairman**  
**Rubin Turnbull & Associates**

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**Alan D. Fiers**  
**Mayor**  
**Town of Palm Beach Shores**