

Monday, March 15, 2021
7:00 pm



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

**TOWN COMMISSION
MONTHLY MEETING AGENDA**

Mayor Alan Fiers
Vice Mayor Roby DeReuil

Commissioner Bob Stanton
Commissioner Scott McCranels
Commissioner Open Seat

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=m9b4f2e5f8689ee6d4aa0e185d319bb71>

Meeting Number: **132 062 5194**

Password: **0315**

To join meeting by phone (voice only)

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

Access Code: **132 062 5194**

Password: **0315**

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

1. **CALL TO ORDER**

- a. Pledge of Allegiance
- b. Roll Call

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

3. **APPROVAL OF CONSENT AGENDA**

- a. Approval of the February 22, 2021 Commission Meeting Minutes.
- b. Approval of the Special Event Permit 03-15-1 for Sailfish Marina Fishing Tournament on March 11 to 13, 2021 with 120 to 130 attendees. Late submittal due to new staff at Sailfish Marina.
- c. Approval of Special Event Permit 03-15-2, for Riviera Beach to hold a Half Marathon-10K run on April 3, 2021 with 400 attendees. Police detail requested.
- d. Approval of Special Event Permit 03-15-3, to hold a Memorial Service on April 11, 2021 at the Community Center, first and second floors. To be hosted by Cathy Breese, 306 Blossom Lane, with approximately 75 people in attendance from 4:00 pm to 7:00 pm. Insurance will be provided once approved by the Town Commission.

4. **DEPARTMENT AND BOARD REPORTS**

- a. Approval of Financial Report for February 2021.
(Wendy Wells, Town Administrator/Treasurer)
- b. Staff Reports:
 1. Sheriff's Department
 2. Fire Department
 3. Public Works
 4. Town Clerk
 5. Town Attorney

5. **COMMISSION REPORTS**

6. **PRESENTATIONS AND REPORTS**

7. **ACTION ITEMS**

- a. Approval of the Annual Report of the Town Infrastructure Surtax Citizen Oversight Committee dated February 25, 2021.

8. **PUBLIC COMMENTS**

9. **ADJOURNMENT**

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

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

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

February 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 7:02 pm. The meeting was held at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404.

In the absence of Town Clerk Browning, Town Administrator Wells called the roll and those present were Mayor Alan Fiers, Commissioner Scott McCranel, Vice Mayor Roby DeReuil, and Commissioner Bob Stanton. 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 Stanton moved to approve the Meeting Agenda.

SECOND: Vice Mayor DeReuil seconded the motion.

VOTE: DeReuil: YES

Stanton: YES

McCranel: YES

Fiers: YES **The Motion Passed Unanimously**

3. APPROVAL OF CONSENT AGENDA

a. January 25, 2021 Commission Meeting Minutes.

b. Approval of the Sailfish Marina "Jimmy Johnson Fishing Tournament" March 2 to 6, 2021 with 100 participants. Police detail requested.

MOTION: Vice Mayor DeReuil moved to approve the Consent Agenda.

SECOND: Commissioner Scott McCranel seconded the motion.

VOTE: DeReuil: YES

Stanton: YES

McCranel: YES

Fiers: YES **The Motion Passed Unanimously**

4. DEPARTMENT AND BOARD REPORTS

a. Approval of Financial Report for January 2021.

MOTION: Commissioner McCranel moved to approve the Financial Report.

SECOND: Vice Mayor DeReuil seconded the motion.

VOTE: DeReuil: YES

Stanton: YES

McCranel: YES

Fiers: YES **The Motion Passed Unanimously**

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

5. **COMMISSION REPORTS**

There were no commission reports at this meeting.

6. **PRESENTATIONS AND REPORTS**

- a. US Census Bureau recognition of the Town of Palm Beach Shores for participation in the 2020 Census.
- b. Proclamation recognizing May 16 to 22, 2021 as "Water Reuse Week."

MOTION: Commissioner Stanton moved to approve the Proclamation as stated.

SECOND: Vice Mayor DeReuil seconded the motion.

VOTE: **DeReuil:** **YES**
 Stanton: **YES**
 McCranels: **YES**
 Fiers: **YES** **The Motion Passed Unanimously**

- b. Proclamation recognizing the month of April 2021 as "Water Conservation Month"

MOTION: Commissioner Stanton moved to approve the Proclamation as stated.

SECOND: Vice Mayor DeReuil seconded the motion.

VOTE: **DeReuil:** **YES**
 Stanton: **YES**
 McCranels: **YES**
 Fiers: **YES** **The Motion Passed Unanimously**

7. **ACTION ITEMS**

- a. Viking retainage reduction

MOTION: Commissioner Stanton moved to reduce the retainage to \$100K

SECOND: Commissioner McCranels seconded the motion.

VOTE: **DeReuil:** **YES**
 Stanton: **YES**
 McCranels: **YES**
 Fiers: **YES** **The Motion Passed Unanimously**

8. **PUBLIC COMMENTS**

None at this time.

9. **ADJOURNMENT**

MOTION: Commissioner McCranels moved to adjourn the meeting.

SECOND: Commissioner Stanton seconded the motion and Mayor Fiers adjourned the meeting at 7:49 pm.

Approved this 15th day of March 2021.

ATTEST:

Alan Fiers, Mayor

Evyonne Browning, Town Clerk

(Seal)

DATE SUBMITTED 2/4/21

PERMIT NO. 63-15-1

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

Type of event: Fishing Tournament Location: Sailfish Resort and Marina
Sponsor: Pelagic High Performance Offshore gear Telephone: (949) 642-0646
Property owner's consent and acknowledgement of responsibility:

Signature: [Signature]

Date and Time March 11-13, 2021 Time it ends: 10pm

Number of participants: 120-300

Proof of insurance attached? Yes X No

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

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

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

APPROVED:

Fire Department: Police Department:

Number of off-duty officers required: 2

Date of Commission Review: Approved:



APPLICATION FOR OFF-DUTY PERMIT

All services provided by PBSO deputies within the scope of Off-Duty Permits are regulated by applicable Florida State Statutes, Palm Beach County Ordinances, Sheriff's Office General Orders/Directives, and training. It is understood that this is a nonbinding agreement on the Sheriff's Office as **there is no guarantee that the requested off-duty permit will be staffed**. Every effort will be made to provide staffing for your event. If your off-duty permit is not staffed, we will reimburse the payment. You may contact the Off-Duty Permits Office during regular business hours to confirm your event has been staffed. Regular business hours are Monday through Friday, 8:00 a.m. to 4:00 p.m.

Your application must be received by the Off-Duty Permits Office a minimum of ten (10) business days in advance of the event, unless exigent circumstances apply as determined by our command. Return the application via email to PermitsDL@pbsso.org. The application may be faxed to (561) 687-6827 if email is not available.

In the event of cancellation, notify our office during regular business hours by phone at (561) 687-6817 or (561) 687-6818, or via email to PermitsDL@pbsso.org to receive cancellation confirmation and payment refund.

Cancellations received within 24 hours of the event will be subject to the 4 hour minimum charge per deputy.

Florida State Statutes 30.2905 & 30.51 require payment be received prior to the performance of off-duty law enforcement services.

Hourly Rates (4 Hour Minimum per Deputy)			Payment Methods Upon Receipt of Invoice
Regular	Premium		<ul style="list-style-type: none"> Check or Money Order made payable to: Palm Beach County Sheriff's Office PO Box 24681 West Palm Beach, FL 33416-4681 Credit Card
\$ 53.00	\$ 73.00	Deputy Sheriff	
\$ 60.00	\$ 79.00	Sergeant	
\$ 66.00	\$ 86.00	Lieutenant/Captain	

Premium Dates apply to: New Year's Eve and Day, Super Bowl Sunday, Easter, Memorial Day, Independence Day, Labor Day, Halloween, Thanksgiving Day, and Christmas Eve and Day

Applicant Information

Business Name: Sailfish Marina
 Applicant Name: Jeri R. Vezina
 Email: jeri@sailfishmarina.com Phone No: (561) 779-3333
 Mailing Address: 98 Lake Dr Palm Beach Shores FL 33404
 Contact Person at Event: Jeri Vezina Phone No: (603) 545-9556
 Address of Event: 98 Lake Drive Palm Beach Shores FL 33404
 Type of Event: Fishing Tournament No. Attending: 300 Will Alcohol be Served? Yes ☒
 Detail Date From: 3/1/21 To: 3/13/21 Start Time: 10am End Time (4 Hour Min.): 10pm
 No. of Deputies: 2 Specific Instructions For Deputies: General Safety

One sergeant is needed for every five deputies. A lieutenant and/or captain may be required for large events. Call for more information.

Applicant Signature: [Signature] 3/1/21

Law Enforcement Review and Approval

Comments / No. of Deputies: _____

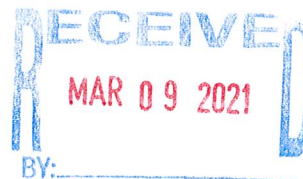
Final Approval by: _____ Date Approved: _____

Permit Processed by: _____ Date Permit Processed: _____

DATE SUBMITTED 3/9/21

PERMIT NO. 03-15-2

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



Type of event: Half Marathon/10K Location: Riviera Beach/PB Shores
Sponsor: Game On! + Riviera Beach Telephone: 561-723-3239

Property owner's consent and acknowledgement of responsibility:

Signature: [Signature]

Date and Time April 3, 2021/7:30 am Time it ends: 10:00 am

Number of participants: 400

Proof of insurance attached?

Yes

No

X (Will email)

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:

See attached.

- Routes + Covid-19 Plan

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

APPROVED:

Fire Department:

Police Department:

Number of off-duty officers required:

Date of Commission Review: Approved:

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

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

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

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

Game On & Riviera Beach
Half Marathon/10K
Riviera Beach and Palm Beach Shores
Special Event Permit
Late fee

Town of Palm Beach Shores

Receipt #: 14947 Date: 3/9/2021 From: Game On & Riviera Beach Register: Gaudy Operator ID: asystadmin

Miscellaneous Receipt	Credit Card Convenience Game On & Riviera Beach	\$3.75
	Credit Card Convenience Fee 2.5% Balance:	
Miscellaneous Receipt	Special Permits Game O Game On & Riviera Beach	\$150.00
	ie On & Riviera Beach April 3, 2021 Balance:	
	Total Receipts	\$153.75
	Credit Card - 100211	\$153.75
	Change Due:	\$0.00

Thank you.

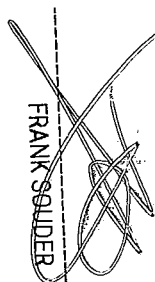


**TOWN OF PALM BCH
SHORES**

247 EDWARDS LN
PALM BEACH SHORES, FL 33404
5618443457

Transaction 100211

Total **\$153.75**
CREDIT CARD SALE \$153.75
MASTERCARD 7440


FRANK SOLDER

I agree to pay the above amount
per the cardholder and/or
merchant agreement

09-Mar-2021 3:08:10P
\$153.75 | Method: EMV
Mastercard XXXXXXXXXXXX7440
FRANK SOLDER
Reference ID: 106800501787
Auth ID: 013996
MID: *****5999
AID: A0000000041010
AthNtWkNm: MASTERCARD
Merchant Copy

Payment DBCRCQX8R7T8
Clover Privacy Policy
<https://clover.com/privacy>



The following is a list of our race precautions for our running events (subject to further updates and additions):

Registration: Online only. No race day registration, cash exchanged, etc.

Packet Pick-up: Procedures will be altered to promote physical distancing and mitigate person-to-person contact. An outdoor, possibly drive thru packet pick-up will take place following proper "social distancing" guidelines.

Giveaways: Only competition-essential materials will be included inside the race package (no promo materials) while reducing packaging as much as possible.

Timing Chips: Disposable timing chips will be used. Athletes will be required to dispose of their personal timing chip at home.

Face Coverings: Athletes will be required to wear face coverings before and after competition. Staff and volunteers will be required to wear face coverings throughout the entire event.

Health Screening: All participants and volunteers will be required to fill out an electronic questionnaire regarding their overall health in the last 14 days and asked to stay home if they have any symptoms (including fever, cough, sore throat, etc.). All attendees (staff, volunteers, athletes, spectators) will be screened upon entrance to the venue. Medical staff will be equipped with thermometers, extra face coverings and gloves. As per the CDC guidelines, if anyone has a temperature of 100°F or above, they will be asked to leave and seek medical attention.

Sanitize Areas: Areas will be sanitized prior to, and during the race.

We will promote Social Distancing: To promote physical distancing and mitigate person-to-person contact, we will have ample signage placed in key areas of venue encouraging physical distancing (i.e. markings on the ground and signage) around potentially crowded areas to encourage people to spread out. Announcements will also serve as reminders.

Hand washing and sanitizing stations: Hand sanitizer and hand-washing stations will be available and placed throughout the venue. Additional signage will be displayed reminding everyone to use them. Announcements will also serve as a reminder to wash hands.

RUN SINGER ISLAND HALF MARATHON



13.1 Course Map

RUN SINGER ISLAND HALF MARATHON & 10K



10k Course Map



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/23/2020

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

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

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 8333 NW 53rd Street Suite 600 Miami FL 33166	CONTACT NAME:	
	PHONE (A/C, No, Ext): 305-592-6080	FAX (A/C, No): 305-592-4049
INSURED City of Riviera Beach 2051 Martin Luther King Jr Blvd-Suite 302 Riviera Beach FL 33404	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Lloyd's Syndicate 2987	
	INSURER B: Safety National Casualty Corporation	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 131600888 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PK1004720	12/15/2020	12/15/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ OTHER: \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PK1004720	12/15/2020	12/15/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER: \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	SP4061745	12/15/2019	12/15/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

GL Limits: \$1,000,000 per Occurrence inclusive of \$350,000 SIR

AL Limits: \$1,000,000 per Occurrence inclusive of \$350,000 SIR

Insurer B WC Limit: Statutory Excess of \$650,000 SIR

Insurer B EL Limit: \$1,000,000 Excess of \$650,000 SIR

Town of Palm Beach Shores is considered to be Named Assured under the definition of Named Assured for the evidenced policy but solely with respect to General Liability coverage as evidenced herein as required by written contract with respect to premises being used by the insured for the Riviera Beach Half Marathon.

CERTIFICATE HOLDER

CANCELLATION

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

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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DATE SUBMITTED _____

MAR 11 2021 PERMIT NO. 03-15-3

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: Memorial Service Location: Palm Beach Shores Community

Sponsor: Calley Briggs Telephone: 561-714-0287

Property owner's consent and acknowledgement of responsibility:

Signature: Calley Briggs

Date and Time: April 11, 2021 Time it ends: 4:00-7:10

Number of participants: Approx 75

Proof of insurance attached? Yes _____ No _____

will give after approved

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

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

none

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

APPROVED:

Fire Department: _____ Sheriff's Office: _____

Number of off-duty officers required: _____

Date of Commission Review: _____ Approved: _____

CELEBRATION OF LIFE EVENT
Assumption of Risk and Waiver of Liability

I, _____, as an attendee, acknowledge and am also aware that participation in the Celebration of Life Event to be held on the 1st and 2nd Floor of the Town of Palm Beach Shores' ("Town") Community Center on April 11, 2021, includes possible exposure to and illness from infectious diseases, including but not limited to, the highly contagious novel coronavirus (COVID-19). While particular rules and personal discipline may reduce this risk, the risk of serious illness and death from COVID-19 does exist. Upon signing, I warrant that I have not tested positive nor been exposed to anyone that has tested positive for COVID-19 within the past fourteen (14) days. I further warrant that I have not experienced any COVID-19-related symptoms within the past fourteen (14) days, including but not limited to fever, cough, and/or shortness of breath.

I elect to voluntarily attend this event at my own risk, with mindfulness of my limitations and with respect for the safety of the other attendees. I will adhere to any COVID-19 safety protocols instituted by the Town. By signing this Assumption of Risk and Waiver of Liability, I understand and acknowledge that by attending the Celebration of Life Event, I may be exposed to or infected by COVID-19 and that such exposure of infection may result in personal injury, illness, permanent disability, and death. I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I may experience or incur in connection with my attendance at the Celebration of Life event

I hereby release the Town, its officers, employees, agents, and representatives, from all liabilities, claims, actions, damages, costs or expenses of any kind relating to injuries that I may sustain or potential exposure to COVID-19 infection while participating in or attending the Celebration of Life event.

I acknowledge and understand that the Town assumes no responsibility whatsoever for the Celebration of Life Event that I have elected to attend, or for any personal property placed or left in or on the Town's facilities. The Town is hereby expressly released and discharged from all liability for personal injury sustained to me, and for any loss, injury, or damage to my personal property as a result of my participation in the Celebration of Life Event held in Town facilities.

I hereby agree to assume full responsibility and to accept full liability for all such personal injuries, and for any loss, injury, or damage to my personal property caused by either my participation at the Celebration of Life Event, or from patent defects or conditions of the Town facilities utilized for the Celebration of Life Event. I hereby expressly release the Town, its respective officers, agents and employees from any and all claims, damages, losses or liability associated with all of the above items. Nothing contained herein is intended, nor shall same be construed, as consent by the Town to be sued, or to waive its rights and immunities under the common law, or pursuant to Sec. 768.28, *Florida Statutes*, as amended from time to time.

To the fullest extent permitted by Federal and Florida laws and by Town regulations, I agree to indemnify, defend, save and hold harmless the Town, its respective officers, agents, and employees, from all claims, damages, liabilities, losses, causes of action, liens or judgments of any kind or nature whatsoever which may arise out of, in connection with, or because of the use, maintenance, or operation of the Town's facilities utilized for the Celebration of Life Event sponsored by Cathy Breese. I specifically agree to pay any claims, losses, liens, settlements, or judgments of any nature whatsoever in connection therewith, including but not limited to, reasonable attorney's fees and costs necessary to defend any claims or suits, in the name of Town when applicable. Such indemnification shall not be limited to the amount of insurance available from any source. The provisions of this Waiver shall survive the execution, delivery and performance of the Celebration of Life Event that I have elected to attend.

Signature

Date

Printed Name and Address

Email: _____



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: April 11, 2021 Palm Beach Shores 1st Floor ☒ 2nd Floor ☒
Name of Resident: CATHY BREESE
Address: 306 BLOSSOM LANE
City: Palm Beach Shores State: FL Zip: 33404
Phone: 561-714-0287 Cell: _____
E-mail: CATHY@CATHYBREESE.COM
Alternate Contact: Sylvia Keller - 561-339-3991 - dsKeller@bellsouth.net

EVENT INFORMATION

Type of event	<u>Memorial Service</u>	Using outside caterer <u>TBD</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Anticipated attendance	<u>75</u> (Max 120)	Alcoholic Beverages Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Requested access time	<u>10:00 AM</u>	State & local laws apply to alcohol consumption; sale of alcohol must be permitted and sold by a licensed vendor.
Time event will begin	<u>4:00 PM</u>	Type of decorations:
Time event will end	<u>7:00 PM</u>	<u>Table Linens, Flowers</u>
Facility close time		Additional Considerations:
Maximum 10-hour rental: \$100+tax per additional hour (pre-approval required) No time after Midnight		

1st Floor	2nd Floor (max capacity 120)
1st floor - open restrooms (\$50 + tax)	<u>10</u> # of 6' round tables (maximum 12)
BBQ grill (\$25 + tax)	<u>80</u> # of chairs (maximum 130)
1st floor kitchen (\$25 + tax)	<u>7</u> # 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:

CATHY BREESE

Resident Printed Name

Cathy Breese

Resident Signature

3/10/21

Date



Event General Liability Insurance Proposal & Application

Payment Outstanding: [Click here to make payment](#)

PROPOSAL NUMBER
2240514
PREPARED ON
03/10/2021
PRICING VALID UNTIL
03/17/2021 (7 days)

PREPARED FOR Cathy Breese 306 Blossom Lane, Palm Beach Shores, FL 33404 Phone: 5617140287 Email: cathy@cathybresse.com		LICENSED AGENT (ALL 50 STATES) East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley, CA 95945	
PROPOSAL CREATED BY www.TheEventHelper.com Inc. Direct Sale 1020 McCourtney Rd. Suite B, Grass Valley, CA 95949 Phone: (530) 477-6521 Email: info@eventhelper.com		INSURED BY Evanston Insurance Company NAIC: 35378 Rating: A.M. BEST A(Excellent) XV	
COVERAGE LIMITS Each Occurrence (Includes Bodily Injury and Property Damage) \$1,000,000 Damage to Rented Premises \$100,000 Personal & Advertising Injury \$1,000,000 Products / Completed Operations Aggregate \$1,000,000 General Aggregate \$2,000,000 Medical Payments \$5,000 Liquor Liability Host Included Waiver of Subrogation Not Included Additional Insured(s) Included Hired & Non-Owned Auto Not Included Deductible \$1,000		POLICY COVERAGE INTENT This is just an brief overview, see policy for exact coverage. Property Damage Coverage for your rented Event Locations. Bodily Injury Coverage for your Event Attendees. Protection from Property Damage & Bodily Injury Lawsuits.	
		COST BREAKDOWN Premium \$75.00 Stamping Fees \$0.05 Tax \$4.94 Policy Fee \$24.89 Risk Purchasing Group Membership Cost \$0.00	
		Outstanding Policy Cost \$104.88	
EVENT DETAILS Where is your event? FL Total days of coverage you need? 1 Estimated total attendance? 75 Memorial Service		UNDERWRITING QUESTIONS See Underwriting Document	
COVERAGE TERM Dates of Coverage: 04/11/2021		We can accept cash or check on a very limited basis and for only certain types of events. If you don't have a credit card or debit card, please contact us at least 30 days before the start date of your event at 855-493-8368 or info@theeventhelper.com. Payment must be made received and posted by us prior to the first coverage date on the policy.	
ADDITIONAL INSUREDS (SHOWING 1 OF 1) Cathy Breese 60 Edwards Lane Palm Beach Shores, FL 33404			



Event General Liability Insurance Proposal & Application

Payment Outstanding: [Click here to make payment](#)

PROPOSAL NUMBER 2240514
PREPARED ON 03/10/2021
PRICING VALID UNTIL 03/17/2021 (7 days)

If I choose to cancel my general liability policy, I will be subject to a refund fee of \$25.05, the full Administration Charge on my policy. If www.TheEventHelper.com cannot meet my venue's insurance requirements, I am eligible for a full refund. No refunds will be issued after the commencement (start date) of the policy period. [See full refund policy.](#)

Cathy Breese Agreed on March 10, 2021 at 04:02 PM

I agree to and understand the terms and conditions of my policy(s).

Cathy Breese Agreed on March 10, 2021 at 04:02 PM

I confirm that none of the excluded event types or services will be provided by the insured on this policy.

Cathy Breese Agreed on March 10, 2021 at 04:02 PM

I understand injuries to athletic/sporting participants, performers/crews and volunteers will not be covered by this policy.

Cathy Breese Agreed on March 10, 2021 at 04:02 PM

I understand that there is no coverage for losses due in any way from communicable disease including Coronavirus disease (COVID-19).

Cathy Breese Agreed on March 10, 2021 at 04:02 PM

NOTICE TO THE APPLICANT

No fact, circumstance or situation indicating the probability of a Claim or action for which coverage may be afforded by the proposed insurance is now known by any person(s) or organization(s) proposed for this insurance other than that which is disclosed in this application. It is agreed by all concerned that if there is knowledge of any such fact, circumstance or situation, any Claim subsequently emanating there from shall be excluded from coverage under the proposed insurance.

For the purpose of this application, the undersigned authorized agent of the person(s) and organization(s) proposed for this insurance declares that to the best of his/her knowledge and belief, after reasonable inquiry, the statements in this application and in any attachments, are true and complete. Underwriting Managers or the Company are authorized to make any inquiry in connection with this application. Signing this application does not bind the Company to provide or the Applicant to purchase the insurance.

If the information in this application and any attachment materially changes between the date this application is signed and the effective date of the policy, the Applicant will promptly notify the underwriter, who may modify or withdraw any outstanding quotation or agreement to bind coverage.

INSURANCE FRAUD WARNING

Any person who knowingly and with intent to defraud any insurance company or another person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime in certain jurisdictions, and subjects the person to criminal and civil penalties.

[Click here for STATE-SPECIFIC FRAUD WARNING STATEMENTS](#)

TERMS AND CONDITIONS

A. I/We warrant to the Company, that I/We understand and accept the notice stated above and that the information contained herein is true and that it shall be the basis of the policy and deemed incorporated therein, should the Company evidence its acceptance of this application by issuance of a policy. Note: This application is signed by undersigned authorized agent of the Applicant(s) on behalf of the Applicant(s) and its owners, partners, directors, officers and employees.

B. I/We confirm that we understand that your Athletic / Sporting Participants, Performers/Crew/Stunts, Communicable Diseases, Firearms, Auto Exposures, Animal Exposures, Unmanned Aircraft & explosives and Assault & Battery are Excluded From This Policy.

C. I/We confirm that there will be no Mosh Pits or Fireworks/Pyrotechnics of any Kind.

D. I understand there is no coverage for water activities, amusement devices, inflatables, rides or animals (classified animal event removes animal exclusion).

This does not mean you cannot have them at your event, it means our policy will exclude coverage for water activities, amusement devices, inflatables, rides or animals. This policy will not cover any athletic or sports participants, employees, volunteers, or individuals compensated by the insured.

E. I/We understand that the event types under "EXCLUDED EVENT TYPES" are excluded from this policy.

EXCLUDED EVENT TYPES

Aircraft Events; Boat Shows (on the open water); Cannabis Events or Products; Concerts with Rap, Hip Hop, Heavy Metal, or Hard Rock; Go Kart Races; Hang Gliding/Sky Diving; Hot Air Balloon Rides or Events; Motorized Sporting Events; Music Events with Overnight Exposure; Parachuting; Protests, Rallies or Marches; Haunted Houses, Haunted Attractions; Unmanned Aircraft; Skateboarding; Fraternity Parties; Sorority Parties; Roller Derby, Roller Skating Events; Obstacle Races and Mud Runs; Firearms; Parasailing; Raves; Roller Coasters/Sky Coasters; Sky Diving; Tractor Pulls, Trampolines, Wall Climbing, War Games/Re-enactments, Water Events (unless classified as water event type), Water Slides

F. You are hereby notified that your policy will terminate effective no later than the date and time of its expiration. You have no right of automatic renewal and additional coverage will require application with no guarantee of approval or policy issuance.

I understand that by purchasing this insurance I am joining the Promotion, Event and Prize Purchasing Group.

[Click here for STATE-SPECIFIC NOTICES](#)

Licensed Agent in all 50 states: Will Maddux

PURCHASE LINK

https://www.theeventhelper.com/purchase/index?ehq=2240514&ehsa=open_proposal



Event General Liability Insurance
Underwriting Answers

PROPOSAL NUMBER
2240514
ANSWERED ON
03/10/2021
POLICY EFFECTIVE
04/11/2021

UNDERWRITING QUESTIONS & ANSWERS

Question 1:

Are there water activities, amusement devices, inflatables, rides or animals?

☒ No ☐ Yes

Answer Date: 03/10/2021

Question 2:

Will your event(s) be a political or activist event, protest, rally or march or could you or your organization's activities result in a political or activist protest, rally or march now or in the future?

☒ No ☐ Yes

Answer Date: 03/10/2021

Question 3:

Is there camping, sleeping overnight or events past 2am?

☒ No ☐ Yes

Answer Date: 03/10/2021

Question 4:

Have you or anyone involved in the Event had more than 1 Event Liability Claims/Losses or any Event Liability Claim/Loss valued over \$10,000 in the past 5 years?

☒ No ☐ Yes

Answer Date: 03/10/2021

Question 5:

Will you, the insured, your operations, your products, or your event participation have any involvement with cannabis or cannabis-related products?

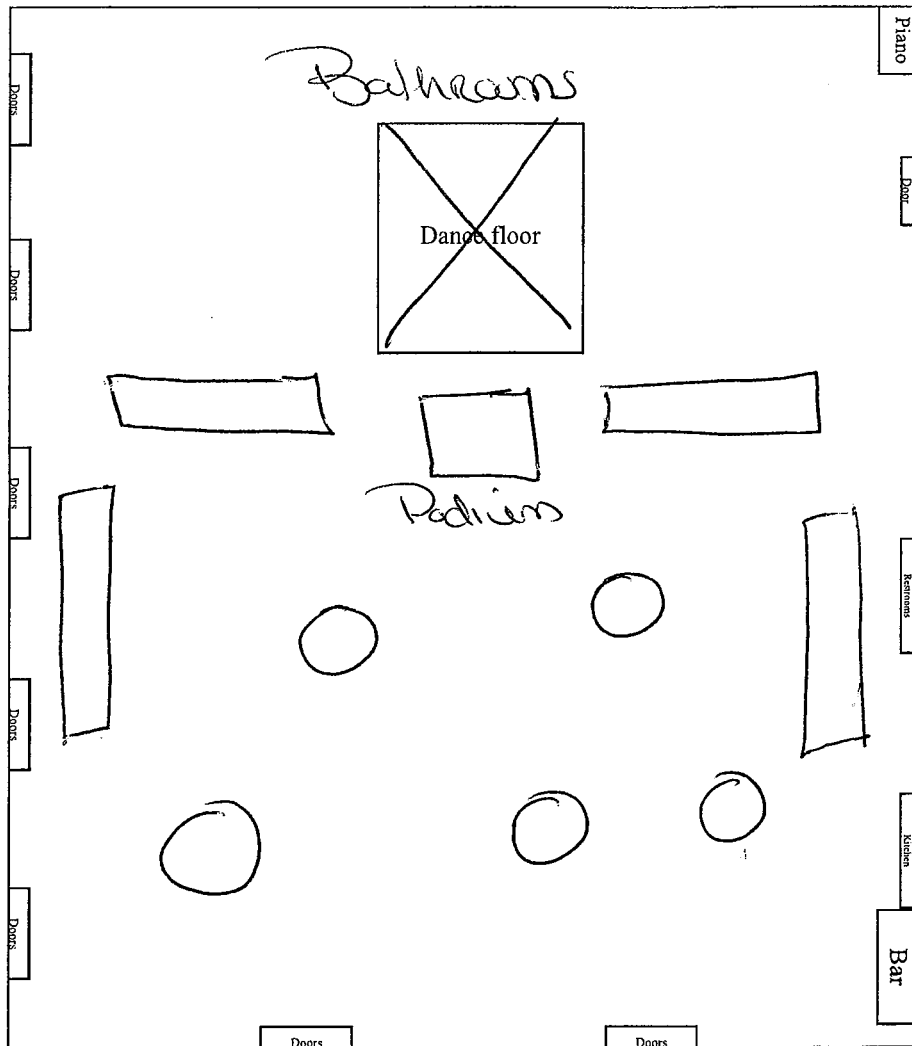
☒ No ☐ Yes

Answer Date: 03/10/2021

Renter/Contact: Catherine Breeze

Event Date: 4/11/21 Event time: 4:00 PM

Set-up Date: 4/11/21 Set-up time: 10:00 PM



Total round tables: _____ Chairs at each table: _____

Total card tables: _____

Total rectangle tables: 4 2nd floor _____ 1st floor

Move picnic tables: NO

Total cocktail tables: _____

Additional set-up comments: Podium + microphone

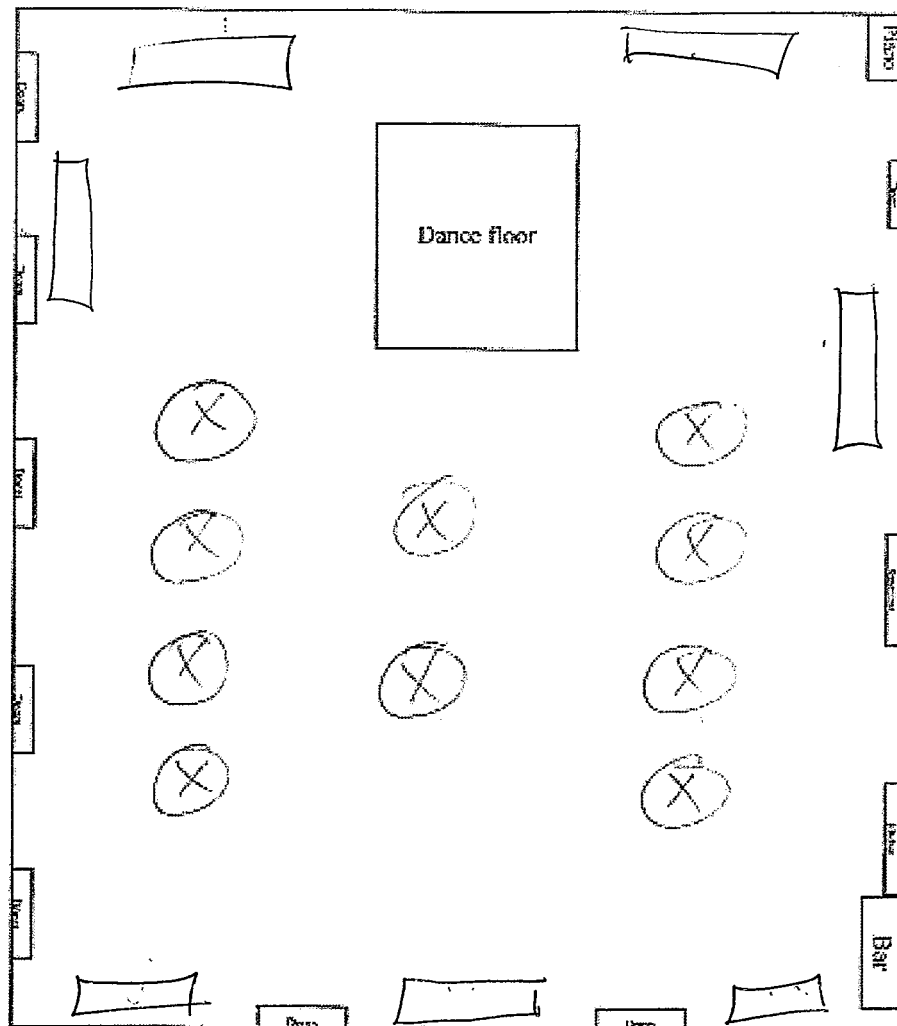
Room size: 50x55

Dance floor: 13x17

Renter/Contact: CATHY BREESE

Event Date: 4/11/2021 Event time: 4:00 PM

Set-up Date: 4/11/2021 Set-up time: 10:00 AM



Total round tables: 10 Chairs at each table: 8

Total card tables: _____

Total rectangle tables: 7 2nd floor _____ 1st floor _____

Move picnic tables: _____

Total cocktail tables: _____

Additional set-up comments: _____

Room size: 50x55

Dance floor: 13x17

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

ITEM 4a
3 15 2021

	CASH & INVESTMENTS	REVENUE			
		BUDGET	CURRENT	YEAR TO DATE	% OF BUDGET
9/30/2020	\$ 3,219,333	\$ 5,575,352	\$ 179,511	\$ 5,262,439	94%
10/31/2020	\$ 2,541,442	\$ 5,377,248	\$ 24,650	\$ 24,650	0%
11/30/2020	\$ 2,314,637	\$ 5,517,240	\$ 395,757	\$ 420,408	8%
12/31/2020	\$ 4,830,513	\$ 5,517,240	\$ 2,948,576	\$ 3,368,983	61%
1/31/2021	\$ 5,047,525	\$ 5,517,240	\$ 591,168	\$ 3,960,152	72%
2/28/2021	\$ 4,795,384	\$ 5,517,240	\$ 250,348	\$ 4,210,500	76%
2/29/2020	\$ 4,809,796	\$ 5,575,352	\$ 178,665	\$ 4,132,974	74%
3/31/2021					
4/30/2021					
5/31/2021					
6/30/2021					
7/31/2021					
8/31/2021					
9/30/2021					

	EXPENDITURES					
	BUDGET	DISBURSEMENTS	ACCRUALS	CURRENT EXP	YEAR TO DATE	% OF BUDGET
9/30/2020	\$ 5,575,352	\$ 248,589	\$ 75,396	\$ 323,985	\$ 5,183,461	93%
10/31/2020	\$ 5,377,248	\$ 521,312	\$ 218,900	\$ 740,212	\$ 740,212	14%
11/30/2020	\$ 5,517,240	\$ 635,224	\$ (288,866)	\$ 346,358	\$ 1,086,570	20%
12/31/2020	\$ 5,517,240	\$ 433,524	\$ 49,165	\$ 482,689	\$ 1,569,259	28%
1/31/2021	\$ 5,517,240	\$ 375,940	\$ 6,232	\$ 382,172	\$ 1,951,431	35%
2/28/2021	\$ 5,517,240	\$ 502,808	\$ (150,568)	\$ 352,240	\$ 2,303,672	42%
2/29/2020	\$ 5,575,352	\$ 360,878	\$ 23,659	\$ 337,219	\$ 2,250,032	40%
3/31/2021						
4/30/2021						
5/31/2021						
6/30/2021						
7/31/2021						
8/31/2021						
9/30/2021						

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

Town of Palm Beach Shores
Disbursements - February 2021

Check #	Type	Date	Vendor Name	Amount
2595	C	2/4/2021	553 AIRGAS USA, LLC	\$ 238.73
2596	C	2/4/2021	673 Bishop's Water Company	\$ 264.50
2597	C	2/4/2021	861 BrightView Landscape Services, Inc.	\$ 7,065.16
2598	C	2/4/2021	48 Bug Stoppers	\$ 225.00
2599	C	2/4/2021	52 Comcast	\$ 41.45
2600	C	2/4/2021	107 Davis and Ashton, P.A.	\$ 21,751.20
2601	C	2/4/2021	863 Diversified Building Department Management	\$ 4,608.75
2602	C	2/4/2021	746 Essential Net Solutions	\$ 1,091.96
2603	C	2/4/2021	676 Guardian	\$ 662.98
2604	C	2/4/2021	886 Henry Schein, Inc.	\$ 79.93
2605	C	2/4/2021	89 Home Depot Credit Svcs	\$ 513.25
2606	C	2/4/2021	129 Margaret Nagele	\$ 500.00
2607	C	2/4/2021	920 Palm Beach Paver Restoration	\$ 895.00
2608	C	2/4/2021	776 Payless Pumping Inc.	\$ 864.00
2609	C	2/4/2021	836 RIPPrint, LLC	\$ 156.00
2610	C	2/4/2021	914 Roto-Rooter	\$ 3,580.00
2611	C	2/4/2021	881 South Central Planning & Development Commission	\$ 1,833.33
2612	C	2/4/2021	100 Toshiba Business Solutions	\$ 343.55
2613	C	2/4/2021	173 USPS-Hasler	\$ 1,000.00
2614	C	2/4/2021	104 Waste Management	\$ 11,487.97
2615	C	2/11/2021	823 AT&T Mobility	\$ 34.99
2616	C	2/11/2021	32 City of Riviera Beach	\$ 2,852.90
2617	C	2/11/2021	61 EAP/Center for Family Services	\$ 84.60
2618	C	2/11/2021	746 Essential Net Solutions	\$ 300.00
2619	C	2/11/2021	826 Fire Training Officers Association of PBC	\$ 100.00
2620	C	2/11/2021	679 Keehn Emergency Medical Services, Inc	\$ 1,500.00
2621	C	2/11/2021	129 Kevin O'Brien	\$ 500.00
2622	C	2/11/2021	16 Palmdale Oil Company, Inc.	\$ 369.82
2623	C	2/11/2021	633 Power Equipment Experts, Inc	\$ 29.20
2624	C	2/11/2021	169 Quadient Leasing USA, Inc.	\$ 211.68
2625	C	2/11/2021	99 Torcivia, Donlon, Goddeau and Ansay, PA	\$ 185.00
2626	C	2/11/2021	100 Toshiba Business Solutions	\$ 208.46
2627	C	2/11/2021	592 Trevor Steedman	\$ 81.46
2628	C	2/11/2021	101 Verizon Wireless	\$ 58.29
2629	C	2/11/2021	131 WEX BANK	\$ 436.91
2631	C	2/18/2021	114 Albatross Supply	\$ 122.34
2632	C	2/18/2021	29 Alphagraphics of the Palm Beaches	\$ 186.68
2633	C	2/18/2021	737 AT&T	\$ 270.35
2634	C	2/18/2021	823 AT&T Mobility	\$ 258.32
2635	C	2/18/2021	47 Board of County Commissioners	\$ 538.25
2636	C	2/18/2021	923 Clerk of Circuit Court & Comptroller	\$ 18.00
2637	C	2/18/2021	715 Florida U.C. Fund	\$ 3,144.28
2638	C	2/18/2021	71 FL Power & Light	\$ 2,432.76
2639	C	2/18/2021	80 FL Public Utilities	\$ 191.93
2640	C	2/18/2021	886 Henry Schein, Inc.	\$ 729.98
2641	C	2/18/2021	659 Image Janitorial Services, Inc.	\$ 2,050.00
2642	C	2/18/2021	910 Lake Park Auto & Fleet Repair	\$ 600.92
2643	C	2/18/2021	921 McKibben Powersports of Lake Wales	\$ 8,699.00

Town of Palm Beach Shores
Disbursements - February 2021

Check #	Type	Date	Vendor Name	Amount
2644	C	2/18/2021	858 Palm Beach County Sheriff's Office	\$ 137,364.83
2645	C	2/18/2021	687 PC Controls	\$ 192.00
2646	C	2/18/2021	831 Randy's Plumbing, LLC	\$ 3,689.00
2647	C	2/18/2021	375 Simmons & White, Inc.	\$ 640.00
2648	C	2/18/2021	112 Zimmerman Tree Service	\$ 714.00
2649	C	2/25/2021	419 ACS	\$ 556.20
2650	C	2/25/2021	553 AIRGAS USA, LLC	\$ 86.26
2651	C	2/25/2021	47 Board of County Commissioners	\$ 176.28
2652	C	2/25/2021	859 Carpenter Electric, Inc.	\$ 506.74
2653	C	2/25/2021	13 City Maintenance Supply	\$ 682.03
2654	C	2/25/2021	32 City of Riviera Beach	\$ 172,054.26
2655	C	2/25/2021	280 Door Systems of South Florida	\$ 175.00
2656	C	2/25/2021	660 Fastag Roofing Inc	\$ 3,400.00
2657	C	2/25/2021	844 Florida Roadway Signs, Inc.	\$ 423.00
2658	C	2/25/2021	90 Hulett Environmental Services	\$ 113.00
2659	C	2/25/2021	879 Orlando Rodriguez	\$ 300.00
2660	C	2/25/2021	911 AT&T	\$ 880.02
2661	C	2/25/2021	907 Sandi Lue	\$ 37.45
2662	C	2/25/2021	924 Strong Branch, Inc.	\$ 500.00
2663	C	2/25/2021	103 Comp Benefits	\$ 104.68
2664	C	2/25/2021	104 Waste Management	\$ 2,991.03
2665	C	2/25/2021	290 Westside Reprographics, Inc.	\$ 49.63
2666	C	2/25/2021	832 Viking Utility Inc.	\$ 116,823.00
ADP, LLC	E	2/19/2021	697 ADP, LLC	\$ 222.05
ADP, LLC	E	2/25/2021	697 ADP, LLC	\$ 114.84
Blue Cross Blue Shield of Florida, Inc.	E	2/24/2021	127 Blue Cross Blue Shield of Florida, Inc.	\$ 14,766.33
FRS	E	2/2/2021	172 FRS	\$ 10,594.79
ADP Taxes	E	2/12/2021	ADP Taxes	\$ 8,027.45
ADP Taxes	E	2/26/2021	ADP Taxes	\$ 8,472.05
ADP Wages	E	2/12/2021	ADP Wages	\$ 25,441.07
ADP Wages	E	2/26/2021	ADP Wages	\$ 26,569.87
				\$ 620,065.74

General Fund	\$ 502,807.96
Underground Utilities Fund	\$ 117,257.78
Total	\$ 620,065.74

Note - Underground Utilities also includes first supplemental employment payment to Welch.

Town of Palm Beach Shores
Budget Summary Report
February 2021

						<i>Feb Benchmark</i>	<i>41.7%</i>
	BUDGET		YTD		Favorable(Unfav)		%
REVENUE							
Revenue (without appr'd F/B)	\$ 5,217,658.00		\$ 4,210,499.92		\$ (1,007,158.08)		80.7%
Appropriated Fund Balance	299,582.00		-		(299,582.00)		
TOTAL REVENUE	\$ 5,517,240.00		\$ 4,210,499.92		\$ (1,306,740.08)		76.3%
EXPENDITURES BY DEPARTMENT							
		% of total		% of total			
Administration	\$ 468,689.00	8%	\$ 189,424.66	8%	\$ 279,264.34		40.4%
Legal	116,000.00	2%	44,095.37	2%	71,904.63		38.0%
Public Works	335,288.00	6%	135,722.04	6%	199,565.96		40.5%
Police	1,681,907.00	30%	839,230.77	36%	842,676.23		49.9%
Fire	697,084.00	13%	256,027.41	11%	441,056.59		36.7%
Building	217,151.00	4%	113,840.51	5%	103,310.49		52.4%
Emergency Disaster	-	0%	1,273.79	0%	(1,273.79)		0.0%
Solid Waste	203,500.00	4%	89,988.34	4%	113,511.66		44.2%
Legislative	18,487.00	0%	5,589.46	0%	12,897.54		30.2%
Streets/Storm Sewers	24,125.00	0%	8,103.81	0%	16,021.19		33.6%
Parks	135,923.00	2%	54,122.99	2%	81,800.01		39.8%
Beach	101,221.00	2%	39,015.86	2%	62,205.14		38.5%
Lift Stations/Sewer Service	22,975.00	0%	16,568.35	1%	6,406.65		72.1%
Contingencies	85,000.00	2%	-	0%	85,000.00		0.0%
Debt Service	495,855.00	9%	247,927.29	11%	247,927.71		50.0%
Emergency Medical Services	341,603.00	6%	140,872.92	6%	200,730.08		41.2%
Community Center	29,540.00	1%	11,303.36	0%	18,236.64		38.3%
Risk Management	123,100.00	2%	51,676.00	2%	71,424.00		42.0%
Capital	419,792.00	8%	58,888.76	3%	360,903.24		14.0%
TOTAL EXPENDITURES	\$ 5,517,240.00		\$ 2,303,671.69		\$ 3,213,568.31		41.8%
CHANGE IN FUND BALANCE							
	-		1,906,828.23		1,906,828.23		

Explanation of Variances:

Police - PBSO is paid monthly in advance.

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

Emergency Disaster - these are costs for the closed POD to administer the covid vaccine.

Solid Waste - annual disposal fee paid in full, projected to be on budget

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

Debt Service (for undergrounding) - one of two payments made.

Risk Management - Main Town policy is paid in quarterly installment. Two payments have been made.

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

	Electric <i>FPL</i>	Water <i>Riviera Beach</i>	Gas <i>FPU</i>	Total
Oct-20	20,240.93	8,391.34	1,647.12	30,279.39
Nov-20	19,089.87	7,706.65	2,390.57	29,187.09
Dec-20	18,281.56	6,982.50	2,690.69	27,954.75
Jan-21	15,176.96	9,650.12	2,890.57	27,717.65
Feb-21				-
Mar-21				-
Apr-21				-
May-21				-
Jun-21				-
Jul-21				-
Aug-21				-
Sep-21				-
YTD Total	72,789.32	32,730.61	9,618.95	115,138.88

Town of Palm Beach Shores
Discretionary Sales Tax PBC

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

Current Year Receipts:

Date of Receipt	Period	
11/30/2020	October 2020	\$ 6,131.07
12/23/2020	November 2020	\$ 6,262.56
1/27/2021	December 2020	\$ 6,381.85
2/5/2021	4Q adjustment	\$ 2,767.42
2/26/2021	January 2021	\$ 7,632.21
Total current year receipts		\$ 29,175.11

Current Year Expenditures:

\$ -

Accumulated (unspent) Discretionary Sales Tax as of 2/28/21	\$ 320,661.58
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Town of Palm Beach Shores
Building Department

	Building Permits	Building Department	Net Building	Cumulative Net Bldg
10/31/2020	\$ 5,349	\$ 30,064	\$ (24,716)	\$ (24,716)
11/30/2020	\$ 6,343	\$ 18,078	\$ (11,735)	\$ (36,451)
12/31/2020	\$ 25,163	\$ 29,897	\$ (4,734)	\$ (41,185)
1/31/2021	\$ 9,704	\$ 15,683	\$ (5,979)	\$ (47,164)
2/28/2021	\$ 5,757	\$ 20,119	\$ (14,362)	\$ (61,526)
3/31/2021				
4/30/2021				
5/31/2021				
6/30/2021				
7/31/2021				
8/31/2021				
9/30/2021				
	\$ 52,315	\$ 113,841	\$ (61,526)	

Other related revenues:

Bldg Permit State Surcharge	\$ 1,354
Fire Inspection Fees	\$ 1,415
Code Enf Admin Cost Reimb	\$ 7,640
Site Plan / Variance Fees	\$ 4,762
Land Development Costs	\$ 201
Town Code & Ordinance Fines	\$ 18,678
Net Building	\$ (27,476)

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

Town of Palm Beach Shores
Underground Utilities
as of 2/28/21

	COST ESTIMATE	TOTAL as of 2/28/21	Remaining Costs	P R O J E C T E D	
				Cost	Variance
Other Financing Sources:					
Loan Proceeds	\$ 6,000,000	\$ 6,000,000.00	\$ -	\$ 6,000,000.00	\$ -
Expenditures:					
Survey	\$ 38,000	\$ 65,762.50	\$ -	\$ 65,762.50	\$ (27,762.50)
Legal	\$ 4,000	\$ 3,150.00	\$ -	\$ 3,150.00	\$ 850.00
Project Mgmt/Admin	\$ 80,000	\$ 79,756.93	\$ 243.07	\$ 80,000.00	\$ -
Construction - Viking	\$ 4,336,460	\$ 4,236,460.00	\$ 100,000.00	\$ 4,336,460.00	\$ -
Construction - Comcast	\$ 250,000	\$ 528,340.73	\$ 75.32	\$ 528,416.05	\$ (278,416.05)
Construction - AT&T	\$ 450,000	\$ 185,000.00	\$ 520,000.00	\$ 705,000.00	\$ (255,000.00)
Construction - FPL	\$ 254,386	\$ 254,386.00	\$ -	\$ 254,386.00	\$ -
Landscape Restoration	\$ 16,300	\$ 9,584.51	\$ 6,715.49	\$ 16,300.00	\$ -
Loan Acquisition	\$ 23,000	\$ 22,508.00	\$ -	\$ 22,508.00	\$ 492.00
Contingency	\$ 547,854	\$ -	\$ -	\$ -	\$ 547,854.00
Total expenditures	\$ 6,000,000	\$ 5,384,948.67	\$ 627,033.88	\$ 6,011,982.55	\$ (11,982.55)
Net Change in Fund Balance	\$ -	\$ 615,051.33	\$ (627,033.88)	\$ (11,982.55)	\$ (11,982.55)

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



Mayor and Commission members
February statistics for the March 2021 meeting

The monthly statistics are attached for February.

In February no arrests were made, this month a vandalism complainant led to the arrest of a neighbor at an rea condominium. This was caused by the victim's vehicle having a dash cam that is also enabled by motion. The video showed and heard the suspect taking a key to both sides of the vehicle, creating over One Thousand Dollars in damages. The amount of damage causes the crime to become a felony. Working with the suspect and the attorney, the suspect was allowed to self-surrender at Phil Foster park and was brought to the main detention center for processing.

A civil citation was issued for a person driving his golf cart upon the beach, the vehicle was also unregistered. This was his second warning, the fine is \$250.00

I, along with the Captains and their Lieutenants for the north region attended 3 meetings with Major Mattino VIA Zoom.

Working with a condominium on completing the PBSO business partnership program to add trespassing signage.

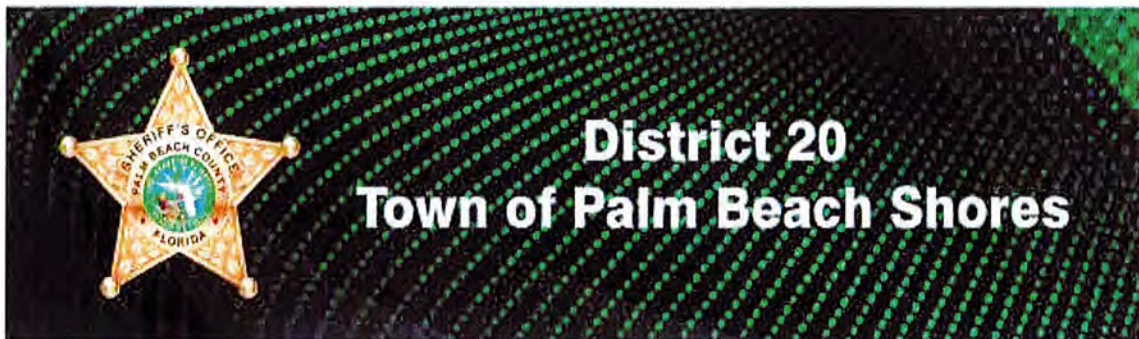
Attended a Zoom meeting with staff from the PBSO budget office, along with District threes, Captain Palenzuela and Lieutenant Monath.

I Prepared my part of the 2021 2022, PBSO/Palm Beach Shores Budget and submitted it to Major Mattino.

It appears, if things do not change, Sheriff Bradshaw will approve my request for additional CCTV cameras, one for the beach lot and another along Ocean avenue and Inlet way. There is no charge to the town, except for the possibility of a pole to place them on.

We continue stepped up patrol in all manners including the visits of 3 horses from PBSO mounted unit, once in February and one in March.
As always we are here if you need us, and thank you for your support.

Sergeant Steve Langevin.



February - 2021 - Monthly Strategic Report

CAD Calls	Monthly Totals
Business / Residence Checks (Self-Initiated)	2956
Traffic Stops (Self-Initiated)	58
Calls for Service (Excluding 1050's & 1061's)	135
All CAD Calls - Total	3149

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 3149 generated calls within the district. 96% 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
29	33	9

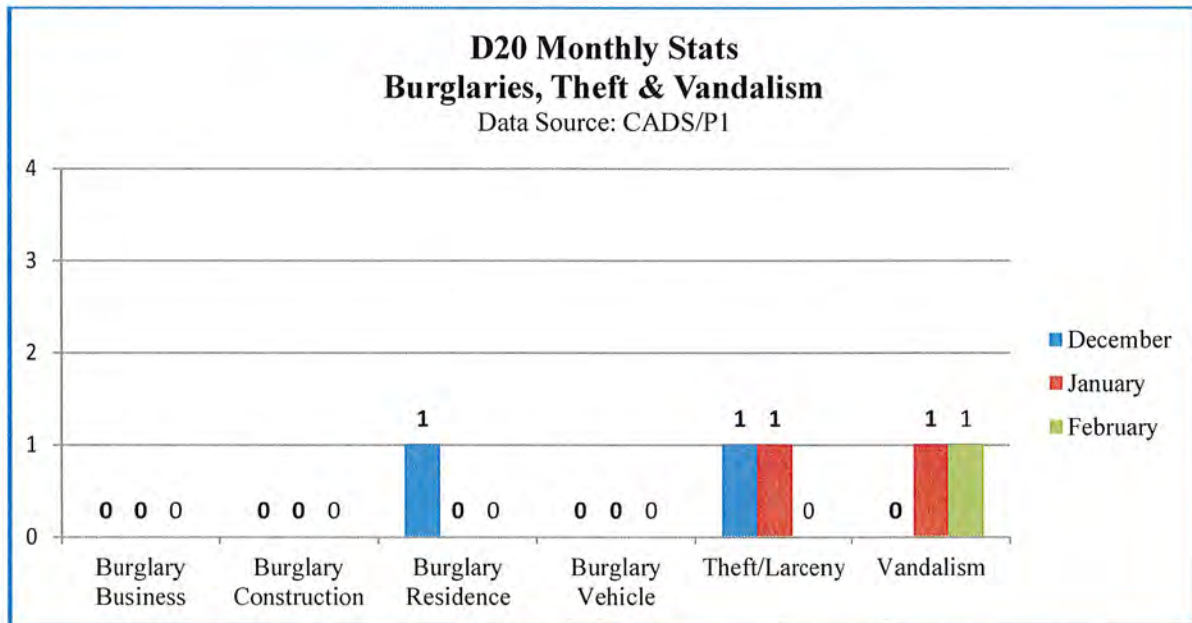
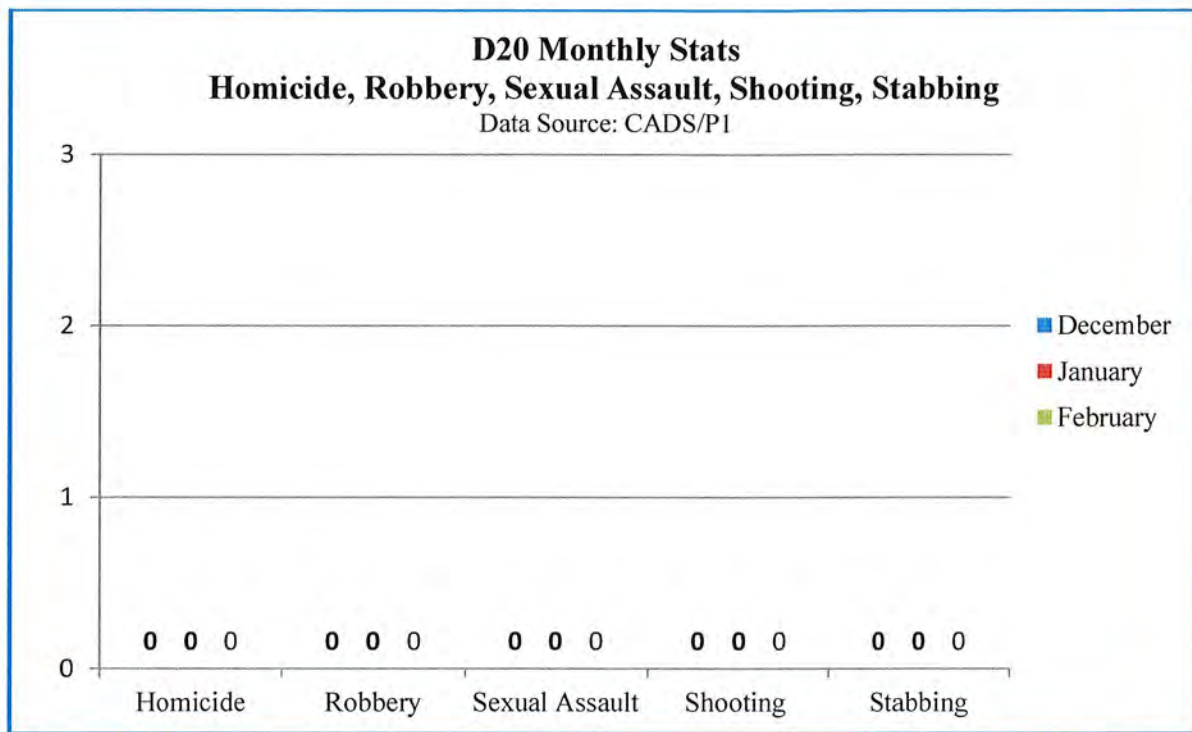
Arrest and NTA Statistics

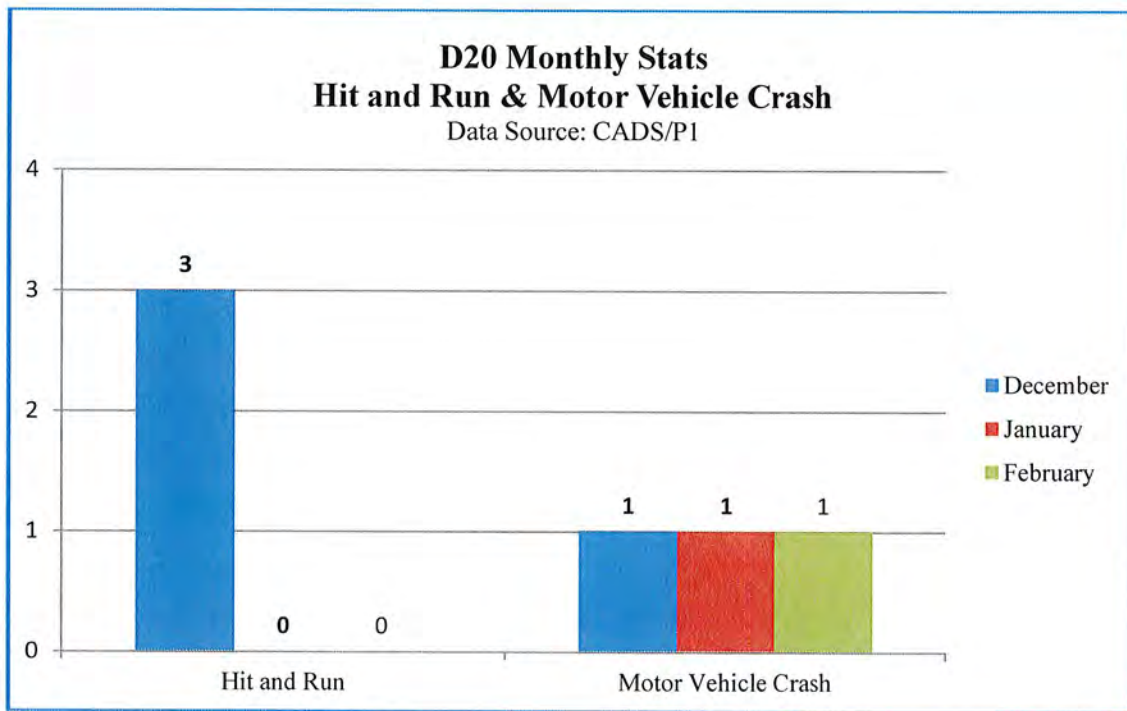
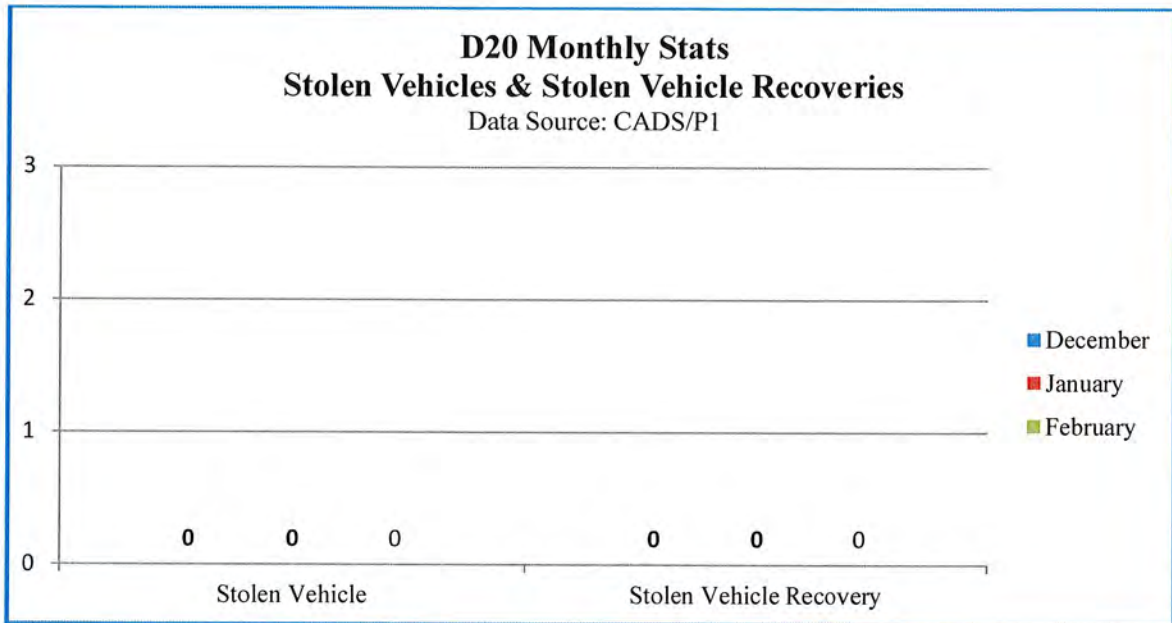
Arrest Data
Arrests & Notice to Appear (NTA) within District 20
Total Count - 0

Data Source: CADS/Premier 1

DATA ANALYSIS

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





District 20 Map of Activity

Data: Source: CrimeView Dashboard



FIR MAP

5 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.



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

18 February 2021 – 11 March 2021

ITEM 4b2
3 15 2021

TO: Mayor Alan Fiers
Town Commissioners

FROM: Trevor L. Steedman, Fire Chief

DATE: 11 March 2020

OPERATIONS

FIRE DEPARTMENT

COMMUNITY RISK REDUCTION (CRR) INITIATIVES

- Hydrant Inspection Program (Monthly)
 - Hydrant at 20 Lake Drive is leaking from bonnet, however, remains operational. PBS Public Works and Riviera Beach Water Utilities are aware and are working to make the necessary repairs.
- Special Secondary Certificate of Public Convenience & Necessity (COPCN)
 - Provide immediate Advanced Life Support (ALS) service for Palm Beach Shores
 - Exploring alternatives to current EMS transport contract with Riviera Beach based on cost effectiveness and service delivery.
- *Community CPR & AED* – Presented twice annually – Postponed due to COVID-19
- *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.



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
18 February 2021 – 11 March 2021

- *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. – Postponed due to COVID-19

STAFFING

Career Staff. – No Vacancies.

- Volunteer Staff
 - Recruitment and Retention efforts remain a priority. The entry versus attrition rate (predominantly due to full-time employment opportunities with other area departments) remains constant. There are 45 volunteer members certified to State Minimum Standards on the “Active” rolls at the time of this report.
 - Volunteer opportunities for Non-Operations personnel are under development.

WORKFORCE & OFFICER LEADERSHIP DEVELOPMENT

- Training & Continuing Education – Ongoing Initiatives

FLEET DEPLOYMENT & MAINTENANCE

- Ocean Rescue 280 (Fire Department Beach / Water Rescue UTV) - Bid requested from McKibbin Power Sports for replacement vehicle.

INDUSTRY & PROFESSIONAL STANDARDS COMPLIANCE INITIATIVES

- Adopted *National Fire Service Professional Qualifications Board* standards or equivalent for Line, Staff and Command level Officers, Fire Apparatus Driver Operator (FADO) and Firefighters to include:
 - NFPA 1001 *Standard for Fire Fighter Professional Qualifications*



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
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18 February 2021 – 11 March 2021

- 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

- Lifeguard ATV (Ocean Rescue 80) is at Bausch Industries in Stewart for fabrication and installation of rescue board rack.

BEACH & WATER CONDITIONS

- Water quality listed as “Good” at the time of this report. High surf and rip current advisories are in effect due to prolonged windy conditions.

OFFICE OF EMERGENCY MANAGEMENT

COVID-19:

- COVID-19 Closed Point of Distribution (POD)
 - The State’s vaccine distribution strategy continues to focus on the pharmacy-based system. The PBC Healthcare district is administering 2nd doses and continues to operate on a week-to-week plan for future 1st dose distributions, based on vaccine availability. The State is evaluating Municipal/Fire Service PODs for distribution to homebound and special designation populations.
 - Vaccinations will be distributed in accordance with the target populations outlined in the Governor's orders, which has expanded to include K-12 teachers over 50 years of age, Firefighters over 50 years of age, and persons over 60 years of age regardless of pre-existing conditions. There are also four Federal vaccination



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
18 February 2021 – 11 March 2021

sites in the State of Florida. The State's criterion differ from the Federal vaccination sites, which has created confusion regarding individual eligibility to receive the vaccine. The CDC's Federal Retail Pharmacy Program includes Teachers, School Staff and Childcare Workers, including teachers and staff in:

- Pre K-12 schools
 - Childcare centers, Head Start and Early Head Start programs
 - Licensed childcare providers, including center-based and family care providers
 - Classroom aides and substitute teachers
 - Bus drivers, Janitors and Cafeteria workers
 - Counselors and Administration staff
- The U.S. Health and Human Services, Health Resources and Services Administration (HRSA) partnered with the CDC to launch the Health Center COVID-19 Vaccine Program. The program is being rolled out incrementally at select HRSA-funded health centers that specialize in caring for what have been identified as hard-to-reach and disproportionately affected populations. Initial health centers chosen for this program include those that serve a large volume of at least one of the following populations:
 - Individuals experiencing homelessness.
 - Public housing residents.
 - Migratory and seasonal agricultural workers.
 - Patients with limited English proficiency.
 - The PBS Office of Emergency Management is in regular communication with Local, County, Regional and State authorities and provides 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



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

18 February 2021 – 11 March 2021

- 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
- **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.
 - Exploring 72 Hour Community Emergency Supply Cache for Natural Disasters
- **Incident Action Plans (IAP's) – As Needed**
 - Purpose and Scope: Provides a recognized template to establish control objectives and communicate critical information during planned and unforeseen events and emergencies.
 - Response strategies and operational goals for operational periods are regularly updated.



MONTHLY ACTIVITIES REPORT TO THE TOWN COMMISSION
TOWN OF PALM BEACH SHORES
DEPARTMENT OF EMERGENCY SERVICES
18 February 2021 – 11 March 2021

Calls for Service Activity

Fire/EMS

TOTAL CALLS FOR SERVICE	23 (Fire: 03) (Medical: 20)
LAST REPORTING PERIOD	26 (Fire: 04) (Medical: 22)
PERCENTAGE OF INCREASE / DECREASE	(Total: -11%) (Fire: - 25 %) (Medical: - 09 %)

Ocean Rescue
(November)

Rescue Report	Rescues: 00 Assists: 01 Vessel Assists: 00
Prevention & Education	Contacts: 212
First Aid Provided	Occurrences (Minor): 64



Public Works Department

Item #: 5 b 3.

Monthly Status Report - March 2021

Community Center:

1. Scheduling to paint the exterior of the building and the first-floor concrete deck including bathrooms. Public Works will perform the work.
2. Scheduling to resurface the kitchen floors. Public Works will perform the work.
3. Receiving quotes to replace the AC Air handler on the second floor in the Mechanical Room. Still in progress due to the process with converting one single 20-ton air handler into two individuals 10-ton units that will allow for cost savings in future replacements for each of the single units.
4. The projects listed is funded through the approved capital budget.

Grounds & Parks:

1. Scheduling to paint the Inlet Park walkway light posts and install numbers on each light post for maintenance tracking. This project rescheduled due to Beach Boardwalk Project.
2. Scheduling to order new Park Benches for Inlet Park and the Parkway. The manufacturers are starting to produce more products for shipping due to new COVID guidelines in place.
3. The Beach Board Walk project start date was Monday, February 8, 2021. The removal of the deck boards and floor joists is completed and the stainless-steel hardware, wood planks, and composite deck boards have been delivered. The floor joists and cross braces have been installed and completed. Painting of the Boardwalk is in progress when completed the composite deck boards will be installed. The project is projected for completion by the end of March 2021 weather permitting and staffing.
4. The projects listed is funded through the approved general and capital budget.

Streets:

1. Following the Commissioners approval, the installation of the tidal valve in the stormwater outfall pipe located at Lake Drive and Bamboo Road is scheduled for December 2020. The contract was awarded to Shenandoah to repair the stormwater outfall pipe and to install the WAPRO tidal valve. The Town will piggyback off the approved contract with Broward College. The project start date was Thursday, January 14, 2021. First step: Cleaning the inside of pipe has been completed. The Liner was completed on Friday, February 12, 2021. Third and final step: Installing the tidal valve. The Tidal valve is scheduled for installation by the end of March 2021.
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. Scheduling to install new street light electrical boxes in the ground due to normal wear and being damaged. Project is ongoing due to underground projects. Installed 18 electrical boxes to date 7 boxes remaining for installation.
4. The projects listed is funded through the approved general and capital budget.

Lift Stations:

1. Scheduling to repair the fence and screening material located at Ocean Ave Lift Station #02 due to wear and high winds. Waiting for materials to arrive.
2. The projects listed is funded through the approved general budget.

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

1. Scheduling to receive quotes to reline the sewer pipes in Town Hall. Waiting on Contractors Proposals.
2. The Fire Departments Annex Roof is scheduled to be replaced in the second week of April 2021.
3. Receiving quotes to replace the Police Departments Roof due to acquiring roof leaks in various locations. This roof has not been replaced for over 20 plus years only repairs. This is a modified rolled roofing material. Waiting for the proposed estimates to be submitted.
4. The projects listed is funded through the approved general and capital budget.

Foot Note:**Capital Projects For 2020 Public Works**

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

Training / Certificates:

1. Continuing Education in Florida Stormwater Erosion and Sedimentation Control.
2. OSHA'S Model Training Program for multiple certifications & continuing education credits.
3. Safety Meeting scheduled for Tuesday, March 16, 2020 Public Works Safety Officer.

TOWN CLERK REPORT
March 2021 Status Update

TASKS	STATUS
Upcoming Meetings	<ul style="list-style-type: none"> ➤ March 24, 2021 6:30 pm: Planning & Zoning ➤ April 7, 2021 6:30 pm: DRC (If projects submitted)
Building Department Updates	<p>February 2021:</p> <ul style="list-style-type: none"> • Total Permits issued: 24 • Total Permit Fees Paid: \$3,851.44 • Total Construction Value: \$164,757.00 • Total Permits issued in 2021 to date: 226 • Total Permit Fees in 2021 to date: \$198,877.82 • Total Construction Value in 2021 to date: \$6,834,240.95 <p>➤ NEW HOURS FOR THE BUILDING DEPARTMENT! REGULAR BUSINESS: Monday through Friday, from 8:30 am to 4:30 pm. We will close for lunch between 12:30 pm and 1:00 pm each day. BUILDING PERMITS will be accepted 8:30 am to 4:00 pm only. We will close for lunch between 12:30 pm and 1:00 pm each day.</p>
Code Compliance	<p>New/ongoing open Code Violations February 19 to March 9 2021 (24 total)</p> <ul style="list-style-type: none"> • 2 Expired Tags, prohibited vehicles (Code Sec. 70-75) • 1 Landscaping Maintenance (Code Sec. 78-79) • 1 Temporary Signage (Code Sec. 58-53) • 2 Work without permits (Code Sec. 14-81) • 1 Daily Transient use District A (P.f. 6.1) • 12 No Business Tax/Cert. of Use (Code Sec. 18-16) • 1 Yard debris/collection times/bulk trash before pickup days (Code Sec. 38-9) • 1 Keeping a nuisance (barking dogs) (Code Sec. 10-1) • 1 Portable Storage Units (Code Sec. P.f.12.12) • 1 Double Parking (Code Sec. 70-32)
TOWN HALL	<p>Please remember that we require a face mask or face covering to everyone visiting Town Hall. In addition, we can only assist one person at a time (or 2 if they are together).</p>
NOTARY SERVICE	<p>We offer notary services at Town Hall, but you must be a Town Resident! We do not provide notary services for documents requiring witnesses, such as wills, etc. The Town Hall staff cannot serve as witnesses for anyone!</p>
ONLINE MEETING ATTENDANCE	<p>Thank you for the huge support we have had with our updated sound and audio equipment in the Commission Chambers. Each week we are learning and tweaking the processes to provide the best on-line experience for you, our residents!</p> <p>One thing everyone can do to help with the quality of sound is to keep your microphone on "mute" until the call is made for public comments. When your microphone is on, the ambient noise can be heard in the room and it causes "feedback."</p> <p>NOTE: We welcome any suggestions to help improve your online experience!</p>

February 25, 2021

Re: Annual Report of the Town Infrastructure Surtax Citizen Oversight Committee

Town Commission:

The Town Infrastructure Surtax Citizen Oversight Committee ("Committee") conducted a public meeting on February 24, 2021 to ensure that the Surtax proceeds received by the Town of Palm Beach Shores were expended in a manner consistent with Town Commission direction, the Florida Statutes, the Interlocal Agreement, County Ordinance No. 2016-032, and the ballot language approved by the voters. This annual report is prepared pursuant to Town Resolution No. R-1-17, adopted February 17, 2017, to document results of the Committee's review of surtax expenditures.

As provided in advance of and during the public meeting by Wendy Wells, Town Administrator and Alan Welch, Director of Public Works, the Surtax proceeds received by the Town were spent as follows:

- Fiscal Year ending September 30, 2020: revenues of \$83,872.60 in infrastructure surtax funds received by the Town;
- Fiscal Year ending September 30, 2020: expenditures of \$0.00.

The Town Infrastructure Surtax Citizen Oversight Committee has determined that there have been no expenditures which are inconsistent with the requirements of Section 212.055(2), Florida Statutes, the ballot language approved by the voters, and the Town Commission's approved Surtax proceeds expenditures.

Respectfully submitted by,



By: Janet Kortenhaus, Chair