

# TOWN OF PALM BEACH

Information for Town Council Meeting on: May 8, 2018

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To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Beth Zickar, Director of Recreation

Re: Resolution No 66-2018 – Adoption of the Master Plan for the Town Docks and Accessory Structures

Date: April 25, 2018

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## **STAFF RECOMMENDATION**

Staff recommends that Town Council formally adopt the final Master Plan for the Town Docks and Accessory Structures and direct staff to take the necessary actions to move the project forward.

## **GENERAL INFORMATION**

The Town Council provided direction to staff, at the January 10, 2017 meeting, to move forward with the issuance of a Request For Proposal (RFP) for the hiring of a consultant to prepare a master plan for the replacement of the Town Docks. The Selection Committee ranked the firm W.F. Baird & Associates Ltd. as the highest based on their submittal and the subsequent presentation, in response to the RFP. At the September 19, 2017 Town Council meeting the contract was awarded. An initial planning meeting with the team from W.F. Baird & Associates and Town staff was conducted on November 3, 2017. The Town's core project team included Beth Zickar, Director of Recreation, Mike Horn, Dockmaster, Patricia Strayer, Town Engineer and Jay Boodheshwar, Deputy Town Manager.

A series of outreach meetings were conducted, in an effort to gather public input for the development of the Master Plan. These sessions included discussions with the following:

- Mayor and Town Council
- Royal Park Homeowner's Association Focus Group
- Dock Patron Focus Group
- Recreation Advisory Commission presentation and Public Meeting

The feedback received from these meetings is contained within Appendix A of the draft Master Plan document.

An opinion survey was circulated to dock patrons to solicit their feedback and obtain suggestions on a variety of aspects of the Town Docks.

The Master Plan includes an examination of the existing conditions, a discussion regarding the basis of design, dock layout alternatives, recommendations for utility service and amenities, interior parking lot improvement options, dock infrastructure proposals, potential construction sequencing and timeline, future rate and revenue potential, grant assistance opportunities and anticipated operating and construction costs. Three dock configurations are presented for consideration. Each alternative provides a summary of the slip mix, projected revenue and anticipated construction costs.

Gordon Thomson, from W.F. Baird & Associates Ltd. presented the draft of the Town Docks Master Plan at a Special Recreation Advisory Commission (RAC) meeting on April 4, 2018 and to the Town Council on April 10, 2018. Both the RAC and the Town Council voted to support alternative 3. In addition, Town Council directed staff to move forward with project development.

### **FUNDING/FISCAL IMPACT**

The Master Plan provides an analysis of potential revenue and construction costs for each of the alternatives presented. In addition, considerations for future operational costs are outlined. The opinion of probable construction costs recommends the staging of this process to facilitate cash flow and grant funding potential. The opinion of construction costs included with the report provides preliminary estimates for the various improvement options and recommendations suggested. Further evaluation, planning and design are required to identify more definitive cost estimates.

### **TOWN ATTORNEY REVIEW**

This is a standard resolution in a form previously approved by the Town Attorney for legal form and sufficiency.

cc: Jay Boodheshwar, Deputy Town Manager  
H. Paul Brazil, Director of Public Works  
Patricia Strayer, Town Engineer  
Mike Horn, Dockmaster