

TENTATIVE:
SUBJECT TO
REVISION



TOWN OF PALM BEACH

TOWN COUNCIL MEETING

TOWN HALL
COUNCIL CHAMBERS - SECOND FLOOR
360 SOUTH COUNTY ROAD

AGENDA

MARCH 4, 2025

9:30 AM

Welcome

For information regarding this agenda and the procedures for public participation at Town Council Meetings, please refer to the end of this agenda.

I. CALL TO ORDER AND ROLL CALL

Danielle H. Moore, Mayor
Bobbie D. Lindsay, President
Lew Crampton, President Pro Tem
Julie Araskog
Ted Cooney
Bridget Moran

II. INVOCATION AND PLEDGE OF ALLEGIANCE

III. MODIFICATIONS TO THE AGENDA

IV. APPROVAL OF AGENDA

V. PRESENTATIONS

- A. Presentation by Sarah Kavanagh, Consul General of Ireland

VI. RECOGNITIONS

- A. Recognition of Dan Floersheimer for his Service on the Architectural Commission from March 2018 to March 2025
- B. Recognition of Anne Metzger for her Service on the Landmarks Preservation Commission from August 2018 to March 2025
- C. Recognition of Sue Patterson for her Service on the Landmarks Preservation Commission from March 2017 to March 2025

VII. BOARD AND COMMISSIONS PRESENTATIONS AND APPOINTMENTS

- A. Presentations by the Applicants and Appointments to the Architectural Commission
- B. Presentations by the Applicants and Appointments to the Code Enforcement Board

VIII. COMMENTS OF MAYOR DANIELLE H. MOORE

IX. COMMENTS OF TOWN COUNCIL MEMBERS

X. COMMUNICATIONS FROM CITIZENS - 3 MINUTE LIMIT PLEASE

XI. APPROVAL OF CONSENT AGENDA

A. MINUTES

1. Town Council Meeting Minutes
Kelly Churney, CMC, Town Clerk
 - a. February 11, 2025, Town Council Meeting Minutes
 - b. February 12, 2025, Town Council Development Review Meeting Minutes
2. Approval of Major Matters Considered by the Architectural Review Commission at its Meeting of February 26, 2025.
Wayne Bergman, Director of Planning, Zoning and Building

B. RESOLUTIONS

1. RESOLUTION NO. 017-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a Purchase Order to Kimley-Horn and Associates, Inc. to provide professional engineering services associated with development of design plans related to the proposed intersection improvements at Royal Poinciana Way in the amount of \$263,902.04, approving a contingency in the amount of \$39,585.00 and approving a project budget of \$303,487.00.

Dean Mealy, II Procurement and Contract Manager

2. RESOLUTION NO. 023-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, approving a change order to Gehring Group's original resolution authorization of \$442,380 for a multi-year contract to \$558,031.

Dean Mealy, II Procurement and Contract Manager

3. RESOLUTION NO. 024-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a change order to Kimley-Horn and Associates, Inc. for Construction Phase Services for the Central Fire Fuel Tank Remediation in the amount of \$37,160 for a total project budget of \$253,060.

Dean Mealy, II Procurement and Contract Manager

4. RESOLUTION NO. 025-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a purchase order to Kimley-Horn and Associates, Inc. for design of D-3 stormwater pump station generator and E-7 wastewater pump station improvements in the amount of \$161,850, approving a contingency in the amount of \$24,277 and approving a project budget in the amount of \$186,127.

Dean Mealy, II Procurement and Contract Manager

5. RESOLUTION NO. 026-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a purchase order to Mock-Roos for design of A-43 wastewater pump station improvements in the amount of \$252,046, approving a contingency in the amount of \$37,806 and approving a project budget in the amount of \$289,852.

Dean Mealy, II Procurement and Contract Manager

6. RESOLUTION NO. 028-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a Purchase Order to Kimley-Horn and Associates, Inc. to provide professional engineering services associated with development of design plans related to the proposed intersection improvements for Bradley Place Roadway Improvements in the amount of \$174,306.02, approving a contingency in the amount of \$26,145 for a total project budget in the amount of \$200,451.

Dean Mealy, II Procurement and Contract Manager

C. OTHER

1. Budget Calendar for FY26 Budget Process
Bob Miracle, Deputy Town Manager - Finance and Administration
2. Request by the City of West Palm Beach for Town Sponsorship in the Amount of \$12,000 for the City's 4th on Flagler Event.

Kirk W. Blouin, Town Manager

XII. BOARD/COMMISSION ANNUAL REPORT

- A. Annual Report of the Investment Advisory Committee
Christopher Storkerson, Chair
- B. Annual Report of the Landmarks Preservation Commission
Sue Patterson, Chair

XIII. REGULAR AGENDA

A. Matters Pulled From Consent Agenda: If needed

B. Old Business

- 1. Town-wide Undergrounding Project - Review of Project and Dashboard, Summary of Project Status

H. Paul Brazil, P.E., Director of Public Works

- 2. Discussion on Traffic Mitigation

Kirk Blouin, Town Manager

TIME CERTAIN: 11:00 A.M.

a. Corrected RESOLUTION NO. 022-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida Temporarily Amending the Hours for Construction Work Set Forth in Section 42-199 of the Town's Code of Ordinances for the Benefit of the Health, Safety and Welfare of the Residents; and Providing an Effective Date.

b. Further Discussion and Review of Draft Ordinance to Mandate the use of Construction Management Agreement

c. Further Discussion of Proposed Draft Ordinance to Limit Number of Building Permits

d. Right of Way Division of Responsibilities

- 3. Intersection Safe Sight Visibility Triangle Waiver Request 284 Monterey Road, Palm Beach, Florida 33480

H. Paul Brazil, P.E., Director of Public Works

- 4. Status Update Regarding Riviera Beach Mooring Permit

H. Paul Brazil, P.E., Director of Public Works

C. New Business

- 1. RESOLUTION NO. 030-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Approving a Purchase Order To Kimley-Horn and Associates, Inc. to Provide Engineering Services Associated With A-5 Wastewater Pump Station Conversion in the Amount of \$151,300 Approving a Contingency in the Amount of \$60,000 for a Total Approved Award in the Amount of \$211,300.

H. Paul Brazil, P.E., Director of Public Works

2. David Yarrow Photography Filming Permit Application
Carolyn Stone, Deputy Town Manager - Business Enterprise and Culture
3. Groin Rehabilitation at Blossom Way Holdings, LLC
H. Paul Brazil, P.E., Director of Public Works

D. Quarterly Litigation Report

1. Quarterly Litigation Report
Joanne O'Connor, Town Attorney

XIV. ORDINANCES

A. Second Reading

1. ORDINANCE NO. 003-2025 An Ordinance Of The Town Council Of The Town Of Palm Beach, Palm Beach County, Florida, Amending The Town Code Of Ordinances At Chapter 74 - Parks And Recreation, By Amending Sec. 74-162. Regulation Of Fishing To Prohibit Fishing And Casting Of Nets Upon Certain Town-Owned Property Including Bridges And Docks And By Amending Sec. 74-163. Fishing Prohibitions Concerning Public Docks To Prohibit Fishing From The Docks Owned By The Town At Lake Drive Park; Providing For Severability; Providing For Repeal Of Ordinances In Conflict; Providing For Codification; Providing An Effective Date.
Nicholas Caristo, Chief of Police

XV. ANY OTHER MATTERS

XVI. ADJOURNMENT

Procedures for Public Participation:

Note 1: **Live Stream audio:** To watch/listen live, visit the 'Public Meetings' webpage on the Town's website at www.townofpalmbeach.com and select the "View Event" or "Click Here to Listen" button.

Note 2: Any citizen is entitled to be heard concerning any matter under the sections entitled 'Communications from Citizens' and 'Public Hearings', subject to the three-minute limitation. The public also can speak to any item listed on the agenda, including the consent agenda, at the time the agenda item comes up for discussion. Citizens desiring to address the Town Council should proceed toward the public microphones when the applicable agenda item is being considered to enable the Town Council President to acknowledge you. In-person or virtual Public Comment is limited to three minutes and must be preceded by your name and address for the record. As a public business meeting, the Town Council President retains the right to limit discussion on any issue.

Alternative public comment is also welcome for Town Council Meetings via four methods:

1. Written to make a virtual public comment, please register for the Microsoft Team meeting. This link will be available prior to the meeting on the Public Meeting page or on the Town's calendar of events, which both can be found at townofpalmbeach.com.
2. Written public comment submittals should be sent to publiccomment@townofpalmbeach.com.
3. Direct written entry into the public meeting record through the eComment portal on the Public Meetings webpage.
4. Mail or in-person submittal of written document to the Town Clerk's Office at Town Hall no later than the Friday prior to the meeting.

Note 3: **Appeals:** If a person decides to appeal any decision made with respect to any matter considered at this meeting, they will need to ensure that a verbatim record of the proceedings is made for such purposes, which shall include the testimony and evidence upon which the appeal is to be based.

Note 4: Disabled persons needing accommodations to participate in this meeting are requested to call the Clerk's Office at (561) 838-5416 at least one day prior to the meeting.

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Presentations

Agenda Title

Presentation by Sarah Kavanagh, Consul General of Ireland

Presenter

ATTACHMENTS:

No Attachments Available

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Recognitions

Agenda Title

Recognition of Dan Floersheimer for his Service on the Architectural Commission from March 2018 to March 2025

Presenter

ATTACHMENTS:

No Attachments Available

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Recognitions

Agenda Title

Recognition of Anne Metzger for her Service on the Landmarks Preservation Commission from August 2018 to March 2025

Presenter

ATTACHMENTS:

No Attachments Available

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Recognitions

Agenda Title

Recognition of Sue Patterson for her Service on the Landmarks Preservation Commission from March 2017 to March 2025

Presenter

ATTACHMENTS:

No Attachments Available

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Board and Commissions Presentations and Appointments

Agenda Title

Presentations by the Applicants and Appointments to the Architectural Commission

Presenter

ATTACHMENTS:

- ▣ **Memorandum Dated February 24, 2025, from Kelly Churney, CMC, Town Clerk**
- ▣ **Status Sheet**
- ▣ **Attendance Record**
- ▣ **Sample Ballot - Regular Members**
- ▣ **Sample Ballot - Alternate Members**
- ▣ **Application - Kathy Georgas**
- ▣ **Application - Alicia Grace**
- ▣ **Application - Kenn Karakul**
- ▣ **Application - Sue Patterson**
- ▣ **Application - David R. Phoenix, Jr.**
- ▣ **Application - Richard Sammons**

TOWN OF PALM BEACH

Information for Town Council Meeting on March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: Kelly Churney, CMC, Town Clerk

RE: Architectural Commission (ARCOM) Appointment of Two (2) Regular and Three (3) Alternate Members

DATE: February 24, 2025

STAFF RECOMMENDATION

Staff recommends that the Town Council review the attached applications and appoint two (2) regular and three (3) alternate members to the Architectural Commission (ARCOM). These members will fill the vacancies created due to the term expirations of Richard Sammons, Kenn Karakul, Dan Floersheimer, David Phoenix, Jr. and Alicia “Maisie” Grace. Ms. Grace and Messrs. Karakul, Phoenix, Jr. and Sammons are eligible for reappointment.

GENERAL INFORMATION

The Town Clerk’s office has received four (4) applications seeking **REAPPOINTMENT** from:

1. Alicia “Maisie” Grace, 247 Seaspray Avenue, Palm Beach, FL;
2. Kenn Karakul, 240 El Vedado, Palm Beach, FL;
3. David Phoenix, Jr., 434 Chilean Avenue, #3C, Palm Beach, FL;
4. Richard Sammons, 455 Worth Avenue, Palm Beach, FL.

The Town Clerk’s office has received two (2) applications seeking **NEW APPOINTMENT** from:

1. Kathy Georgas, 214 Dunbar Road, Palm Beach, FL;
2. Sue Patterson, 710 South Ocean Blvd., Palm Beach, FL.

Attachments

cc: Wayne Bergman, Director of Planning, Zoning and Building
Jennifer Hofmeister-Drew, Planner III

ARCHITECTURAL COMMISSION (ARCOM)

Next appointment: **March 4, 2025, Town Council meeting**

Openings advertised via news release: **January 3, 2025**

Deadline to submit applications: **Friday, February 21, 2025, by 5:00 p.m.**

Number of openings: **2 Regular and 3 Alternate Members**

Applicants

<u>NAME</u>	<u>SEEKING</u>
Alicia “Maisie” Grace	Reappointment
Kenn Karakul	Reappointment
David Phoenix, Jr.	Reappointment
Richard Sammons	Reappointment
Kathy Georgas	New Appointment
Sue Patterson	New Appointment

Current members and open seats

<u>NAME</u>	<u>TERM EXPIRES</u>
<u>Regular Members</u>	
Jeffrey W. Smith, Chair	March 2027
Richard Sammons, Vice Chair*	March 2025
Betsy Shiverick	March 2026
Kenn Karakul*	March 2025
Elizabeth Connaughton	March 2026
Katherine “KT” Catlin	March 2027
Claudia Visconti	March 2027
<u>Alternate Members</u>	
Dan Floersheimer*** as alternate	March 2025
David Phoenix, Jr.*	March 2025
Alicia “Maisie” Grace*	March 2025

Highlighted in yellow=term currently expiring/vacant

*=Applied for reappointment

**=Applied for appointment from alternate member to regular member

***=Termed out

Town of Palm Beach, FL - Member Attendance Report - 2024

Architectural Review Commission (ARCOM)

Member	Apr 24, 2024	May 29, 2024	Jun 26, 2024	Jul 24, 2024	Aug 28, 2024	Sep 25, 2024	Oct 23, 2024	Nov 22, 2024	Dec 20, 2024	TOTALS
Elizabeth A Connaughton	A	P	P	A	P	P	P	P		75.0%
Betsy Shiverick	P	P	P	A	P	P	P	P	A	83.33%
Richard Sammons	P	P	P	A	A	P	P	P	A	75.0%
Dan Floersheimer	P	P	P	P	P	A	A	P	P	83.33%
Kenn Karakul	E	P	P	P	P	P	P	P	P	83.33%
Katherine "KT" Catlin	P	P	P	A	P	P	P	P	P	90.0%
David R Phoenix Jr	P	P	P	P	P	P	P	P	P	90.0%
Claudia F Visconti	P	P	P	P	P	A	P	P	P	90.0%
Jeffery W Smith	P	P	P	P	P	P	P	P	P	100.0%
Alicia M Grace			P	P	P	P	P	P	P	100.0%
Present:	7	9	10	6	9	8	9	10	7	86.09%
Absent:	2	0	0	4	1	2	1	0	2	13.04%
Excused:	0	0	0	0	0	0	0	0	0	0.87%

- * P = Present
- * A = Absent
- * E = Excused
- * C = Canceled

Town of Palm Beach, FL - Member Attendance Report

Architectural Review Commission (ARCOM)

Member	Jan 29, 2025	TOTALS
Katherine "KT" Catlin	P	100.0%
Elizabeth A Connaughton	P	100.0%
Betsy Shiverick	P	100.0%
Jeffery W Smith	P	100.0%
Claudia F Visconti	P	100.0%
Alicia M Grace	P	100.0%
David R Phoenix Jr	P	100.0%
Richard Sammons	P	100.0%
Kenn Karakul	P	100.0%
Dan Floersheimer	P	100.0%

Present:	10	100.0%
Absent:	0	0.0%
Excused:	0	0.0%

- * P = Present
- * A = Absent
- * E = Excused
- * C = Canceled

BALLOT FOR APPOINTMENT OF **REGULAR** MEMBER(S)
TO THE **ARCHITECTURAL REVIEW COMMISSION**
Town Council Meeting on **March 4, 2025**

Positions to be filled: 2 Regular Members

Please circle 2 from the list of names appearing below.

Regular Members Applying for Reappointment

Richard Sammons

Kenn Karakul

Alternate Members Applying for Reappointment

Alicia “Maisie” Grace

David Phoenix, Jr.

Others Who Have Submitted Applications

(Listed Alphabetically)

Kathy Georgas

Sue Patterson

Signature of Town Council Member: _____
Town Council Member

**BALLOT FOR APPOINTMENT OF ALTERNATE MEMBER(S)
TO THE ARCHITECTURAL REVIEW COMMISSION
Town Council Meeting on March 3, 2025**

Positions to be filled: 3 Alternate Members

Please circle 3 from the list of names appearing below.

Regular Member Seeking Reappointment

Richard Sammons

Alternate Members Seeking Reappointment

Alicia “Maisie” Grace

David Phoenix, Jr.

Others Who Have Submitted Applications

(Listed Alphabetically)

Kathy Georgas

Sue Patterson

Signature of Town Council Member: _____
Town Council Member

Profile

Kathy Georgas

First Name Middle Initial Last Name

214 Dunbar Road

Home Address Suite or Apt

Palm Beach FL 33480

City State Postal Code

kathygeorgas@mac.com

Email Address

Mobile: (917) 494-9029

Primary Phone Alternate Phone

Which Boards would you like to apply for?

Architectural Review Commission (ARCOM): Submitted

Question applies to multiple boards

Appointment to the Architectural Commission (ARCOM), Landmarks Preservation Commission, Planning and Zoning Commission, Recreation Advisory Commission, & Underground Utilities Task Force (UUTF) requires the applicant to be a registered voter in the Town of Palm Beach. Please attach a copy of BOTH SIDES of your Voter Registration card with your application. Failure to provide the required copy of the voter registration card shall be grounds for rejection of the application.

Question applies to multiple boards

I am a registered voter in the Town of Palm Beach (Initial below)

yes

Question applies to multiple boards

Verified - KMC

Upload a Voter Registration Card in one of the accepted formats (Front)

Question applies to multiple boards

Upload a Voter Registration Card in one of the accepted formats (Back)

Homemaker

Occupation

In what area of town do you live?

☒ Midtown

Interests/Experience

Question applies to Architectural Review Commission (ARCOM)

Why are you interested in serving on the Architectural Commission?

I am deeply passionate about preserving the tradition and culture of Palm Beach, where I have owned a home for over 20 years. While I appreciate the exciting developments on and off the island, I am committed to protecting the charming character of our town, which makes it truly unique. With my children grown, I now have the time, experience, and desire to give back to the community that I love by ensuring its architectural integrity is preserved for future generations.

Question applies to Architectural Review Commission (ARCOM)

How many meetings of the Architectural Commission have you attended in the last year?

2

Please indicate if there are any periods of time for which you will be unavailable for meetings.

I am available 12 months a year.

Question applies to Architectural Review Commission (ARCOM)

Do you have any personal experience with requesting approvals from the Town's Architectural Commission? (Please explain)

Yes, I completed an extensive renovation of 357 Seabreeze Avenue, which required obtaining ARCOM's approval. I also renovated 214 Dunbar Road, working closely and successfully with the committee throughout the process. Both experiences gave me a deep appreciation for ARCOM's standards and the importance of preserving Palm Beach's architectural integrity.

Are you a member of any of the following organizations? (Check all that apply)

☒ Palm Beach Civic Association

Present Occupation

Homemaker

Kathy Georgas

No. of years

30

Past occupation(s)

Nurse practitioner, home design store-owner.

No. of years

10

Please provide details regarding your educational background:

Bachelor of Arts (BA) from The George Washington University. Bachelor of Science from New York University. Master of Art from New York University.

Question applies to Architectural Review Commission (ARCOM),Underground Utilities Task Force (UTF)

Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable) *

- ☒ Architecture
- ☒ Landscape Architecture/Design
- ☒ Architectural History
- ☒ History
- ☒ Design

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in the State of Florida?

☐ Yes ☒ No

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in another state?

☐ Yes ☒ No

Question applies to Architectural Review Commission (ARCOM)

If So, in which state are you currently registered?

Upload a Resume

Have you ever been convicted or pled guilty or nolo contendere to a crime other than minor traffic violations?

☐ Yes ☒ No

If you are currently serving on a Town board, commission, or committee, please identify in the space below and check the "I Agree" box indicating that you will resign from that position if you are appointed to the position you are seeking in this application.

I agree that I will resign from the board, commission, or committee if I am appointed to the position I am seeking in this application.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Why do you feel you are qualified to serve on the Town's Architectural Commission?

Over the past two decades, I have renovated four homes, two of which are in Palm Beach, FL, and two in Greenwich, CT. I am currently building another home on Lake Avenue in Greenwich. My extensive renovation experience includes the restoration of 357 Seabreeze, a Craftsman-style home built in the early 1900s that has become one of the most photographed homes on Palm Beach island. It has been a joy to see its charm resonate with residents and visitors alike. I am currently living at 214 Dunbar Road, a Regency-style home I renovated to maintain its architectural character while updating it to reflect contemporary living standards. This balance of honoring tradition while embracing modern functionality reflects my understanding of architectural harmony and preservation. My hands-on experience has made me highly familiar with renovation processes, architectural plans, landscaping, and design terminology. My background in Art History, coupled with my practical experience, provides me with a strong aesthetic foundation. I also owned and operated a home design store in Greenwich, CT, for five years, allowing me to combine artistic vision with practical implementation. In addition, I am an active member of the Garden Conservancy, traveling frequently to study unique gardens across the United States. This has enriched my knowledge of landscaping and how it complements architectural design. My ability to consider both exterior and interior elements would be an asset to ARCOM's decision-making process. Having lived in three areas in Palm Beach—South Ocean Boulevard, Seabreeze Avenue, and Dunbar Road—I have a nuanced understanding of the stylistic and architectural needs of the island's different neighborhoods. This perspective enables me to make informed decisions that honor the individuality of each neighborhood while preserving the overall character of Palm Beach. I believe my combination of experience, aesthetic sensibility, and deep love for Palm Beach uniquely qualifies me to serve on ARCOM. I am committed to maintaining the quality of life and architectural integrity that define our town. It would be an honor to contribute to the committee and ensure that Palm Beach remains the special place we all cherish.

Question applies to multiple boards

In the event you are applying to be a Regular Member and you are not successful, will you accept appointment as an Alternate Member should the Town Council wish to appoint you as an Alternate Member?

☒ Yes ☐ No

To enable Town Council to consider potential conflicts of interest, please list the family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

N/A

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Physically Disabled

☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application of dismissal after appointment.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Please provide a copy of BOTH SIDES of your Palm Beach County Voter Registration card, which shows your Town of Palm Beach address, with your application.

Please note that the Board/Commission applications will expire on December 15 of each year.

ARCHITECTURAL COMMISSION (ARCOM)

ARCOM reviews and approves modifications to any existing structures visible from public rights-of-way, new construction, and landscaping. The seven regular members and three alternate members are Town registered voters appointed by the Town Council. Regular members are appointed for three-year terms and no member may serve more than two consecutive terms. Members are appointed on the basis of experience in art, architecture, community planning, land development, real estate, landscape architecture, or other relevant business, profession, or civic interest. At least two members, but not more than three members, shall be registered architects in the state. In the event there are, in the discretion of the town council, no bona fide applications who are registered architects in the State of Florida, the town may solicit and appoint architects registered outside the State of Florida to fill one of the architect seats.

Profile

Alicia	M	Grace
First Name	Middle Initial	Last Name

247 Seaspray Avenue		
Home Address	Suite or Apt	
Palm Beach	FL	33480
City	State	Postal Code

amginny@aol.com

Email Address

Home: (917) 371-7246	
Primary Phone	Alternate Phone

Which Boards would you like to apply for?

Architectural Review Commission (ARCOM): Submitted

Question applies to multiple boards

Appointment to the Architectural Commission (ARCOM), Landmarks Preservation Commission, Planning and Zoning Commission, Recreation Advisory Commission, & Underground Utilities Task Force (UUTF) requires the applicant to be a registered voter in the Town of Palm Beach. Please attach a copy of BOTH SIDES of your Voter Registration card with your application. Failure to provide the required copy of the voter registration card shall be grounds for rejection of the application.

Question applies to multiple boards

I am a registered voter in the Town of Palm Beach (Initial below)

Yes

Question applies to multiple boards



Verified - KMC

Upload a Voter Registration Card in one of the accepted formats (Front)

Question applies to multiple boards



Upload a Voter Registration Card in one of the accepted formats (Back)

Pilot/attorney/designer

Occupation

In what area of town do you live?

☒ Midtown

Interests/Experience

Question applies to Architectural Review Commission (ARCOM)

Why are you interested in serving on the Architectural Commission?

I would like to serve on ARCOM to help preserve the Town's charm and architectural integrity. In addition, I am a certified Master Gardener from the University of FI and would enjoy working with applicants and their architects on their projects. I have previously served on ARCOM for 8 years and would apply my experience for the benefit of the Town.

Question applies to Architectural Review Commission (ARCOM)

How many meetings of the Architectural Commission have you attended in the last year?

Approximately 10

Please indicate if there are any periods of time for which you will be unavailable for meetings.

I intend to be available for all meetings. I have had no unexcused absences during my prior tenure.

Question applies to Architectural Review Commission (ARCOM)

Do you have any personal experience with requesting approvals from the Town's Architectural Commission? (Please explain)

Yes. I applied for and received approval from ARCOM for the renovation of my guest house and completed my project.

Are you a member of any of the following organizations? (Check all that apply)

- ☒ Palm Beach Civic Association
- ☒ Preservation Foundation of Palm Beach
- ☒ Neighborhood Alliance of Palm Beach

Present Occupation

Retired

No. of years

8

Past occupation(s)

Pilot Attorney Floral Designer

No. of years

35

Please provide details regarding your educational background:

Bachelor of Arts, Univ of Penn Juris Doctor, New York Law School

Question applies to Architectural Review Commission (ARCOM),Underground Utilities Task Force (UUTF)

Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable) *

- ☒ Architecture
- ☒ Landscape Architecture/Design
- ☒ Architectural History
- ☒ History
- ☒ Design

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in the State of Florida?

☐ Yes ☒ No

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in another state?

☐ Yes ☒ No

Question applies to Architectural Review Commission (ARCOM)

If So, in which state are you currently registered?

Upload a Resume

Have you ever been convicted or pled guilty or nolo contendere to a crime other than minor traffic violations?

☐ Yes ☒ No

If you are currently serving on a Town board, commission, or committee, please identify in the space below and check the "I Agree" box indicating that you will resign from that position if you are appointed to the position you are seeking in this application.

I agree that I will resign from the board, commission, or committee if I am appointed to the position I am seeking in this application.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Why do you feel you are qualified to serve on the Town's Architectural Commission?

I grew up in Palm Beach and am very familiar with the Town and its beautiful architecture. I also raised my daughter here and she attended Palm Beach Day School. I have previously served on the Architectural Commission for approximately 8 years and am very familiar with the ordinances and processes governing the Town. I am also a certified Master Gardener in the State of Florida which will also inform my decision-making. I will make decisions based on our ordinances and guidelines and with my combined experiences, I believe I am qualified to serve.

Question applies to multiple boards

In the event you are applying to be a Regular Member and you are not successful, will you accept appointment as an Alternate Member should the Town Council wish to appoint you as an Alternate Member?

☒ Yes ☐ No

To enable Town Council to consider potential conflicts of interest, please list the family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

Jane Grace Jack and Sherri Grace

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Alicia M Grace

Physically Disabled

☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application of dismissal after appointment.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Please provide a copy of BOTH SIDES of your Palm Beach County Voter Registration card, which shows your Town of Palm Beach address, with your application.

Please note that the Board/Commission applications will expire on December 15 of each year.

ARCHITECTURAL COMMISSION (ARCOM)

ARCOM reviews and approves modifications to any existing structures visible from public rights-of-way, new construction, and landscaping. The seven regular members and three alternate members are Town registered voters appointed by the Town Council. Regular members are appointed for three-year terms and no member may serve more than two consecutive terms. Members are appointed on the basis of experience in art, architecture, community planning, land development, real estate, landscape architecture, or other relevant business, profession, or civic interest. At least two members, but not more than three members, shall be registered architects in the state. In the event there are, in the discretion of the town council, no bona fide applications who are registered architects in the State of Florida, the town may solicit and appoint architects registered outside the State of Florida to fill one of the architect seats.



TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

ARCHITECTURAL COMMISSION (ARCOM)

RECEIVED
JUN 1 10 19 2017

Please complete this application by typing or printing legibly in ink. Applications should be submitted to the Town Clerk (360 South County Road, Palm Beach, FL 33480, via facsimile 561-838-5417, or via e-mail addressed to townclerk@townofpalmbeach.com) no later than 5 p.m., 11 calendar days prior to the Town Council meeting in which the appointment will be considered. Completion of this application requires the applicant to review certain Town documents as noted in this application. To review or obtain a copy of the documents please contact the Town Clerk's Office (561-838-5416). Please feel free to attach any additional background information to this application form. (Please be advised that members of the Architectural Commission must file an annual financial disclosure form per State law.)

Name: KENN KARAKUL Residence Address: 240 EL VEDADO

Mailing Address: SAME Home Telephone: -

E-mail Address: KENN. KARAKUL@GMAIL.COM Work Telephone: 561-379-5594

I am a registered voter of the Town of Palm Beach KK (please initial)

Appointment to ARCOM requires the applicant to be a registered voter in the Town of Palm Beach. Please attach a copy of BOTH SIDES of your Voter Registration card with your application. Failure to provide the copy of the required voter registration card shall be grounds for rejection of the application.

1. Why are you interested in serving on the Architectural Commission? (Please explain; attach additional pages if necessary)

I HAVE SERVED ON THE BOARD AS AN ACTIVE
AND INVOLVED MEMBER AND IT WOULD BE AN HONOR
TO CONTINUE TO SERVE

2. How many meetings of the Architectural Commission have you attended in the last year? ALL

3. If you have served on any boards/commissions/committees in the Town of Palm Beach or elsewhere, please list them and include details such as length of service, attendance record, etc.

SERVED ON ARCOM PREVIOUSLY AND CURRENTLY

4. Please indicate if there are any periods of time for which you will be unavailable for meetings.

NONE

5. Do you have any personal experience with requesting approvals from the Town's Architectural Commission? (Please explain)

PRESENTED BEFORE ARCOM & LANDMARK
WON BOTH BALLINGER & SCHUBER AWARDS
FOR ARCHITECTURE

6. Are you a member of any of the following organizations? (Check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Palm Beach Chamber of Commerce | <input checked="" type="checkbox"/> Preservation Foundation of Palm Beach |
| <input checked="" type="checkbox"/> Palm Beach Civic Association | <input type="checkbox"/> North End Property Owners Association |
| <input type="checkbox"/> Citizens' Association of Palm Beach | <input type="checkbox"/> Neighborhood Alliance of Palm Beach |
| | <input type="checkbox"/> Other _____ |

7. Present occupation. SELF EMPLOYED No. of years. 30

Employer. _____

8. Past occupation(s). E COMMERCE, REAL ESTATE No. of years. 20

Employer(s). SELF

9. Are you currently a Registered Architect in the State of Florida? ☐ Yes ☒ No

Are you currently a Registered Architect in another state? ☐ Yes ☒ No

If So, in which state are you currently registered? _____

10. Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check all that are applicable)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Architecture | <input checked="" type="checkbox"/> History |
| <input checked="" type="checkbox"/> Landscape Architecture/Design | <input checked="" type="checkbox"/> Design |
| <input checked="" type="checkbox"/> Architectural History | <input type="checkbox"/> Building Construction |

11. Please provide details regarding your educational background.

TAKEN CLASSES IN THOSE ABOVE
PSYCHOLOGY MAJOR BUSINESS MINOR

12. Why do you feel that you are qualified to serve on the Town's Architectural Commission? (Attach additional page if necessary)

SAVED ON ARCOM
HAVE WON BOTH BALLINGER AWARD &
SCHUBER AWARD FOR MY PRIVATE RESIDENCES

13. To enable Town Council to consider potential conflicts of interest, please provide the following information regarding family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

Family Member Name	Relationship	Address	Occupation	Employer
Jim Itzler	PARTNER	240 EL VADO	SELF EMPLOYED	

14. Have you ever been convicted of a crime or pled guilty or nolo contendere to a crime other than minor traffic violations? NO

15. If you are currently serving on a Town board, commission, or committee, please identify it in the space below and check the box that indicates you will resign from that position if you are appointed to the position you are seeking in this application.

☐ I will resign from the N/A if I am appointed to the position I am seeking in this application.
board/commission/committee

16. In the event you are applying to be a Regular Member of ARCOM and you are not successful, will you accept appointment as an Alternate Member of ARCOM should the Town Council wish to appoint you as an Alternate Member?

☐ Yes ☒ No

The following information is needed to facilitate Town reporting requirements in Florida Statute 760.80. Please check one in each category.

RACE

- ☐ African American ☐ Native American
☐ Asian American ☒ Caucasian
☐ Hispanic American ☐ Not known

GENDER

- ☒ Male ☐ Female

PHYSICALLY DISABLED

- ☐ Yes ☐ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application or dismissal after appointment.

SIGNATURE: [Signature]

DATE: 2/10/25

Please provide a copy of BOTH SIDES of your Palm Beach County Voter Registration card, which shows your Town of Palm Beach address, with your application.

Please note that Board/Commission applications will expire on December 15 of each year.

ARCHITECTURAL COMMISSION (ARCOM)

ARCOM reviews and approves modifications to any existing structures visible from public rights-of-way, new construction, and landscaping. The seven regular members and three alternate members are Town registered voters appointed by the Town Council. Regular members are appointed for three-year terms and no member may serve more than two consecutive terms. Members are appointed on the basis of experience in art, architecture, community planning, land development, real estate, landscape architecture, or other relevant business, profession, or civic interest. At least two members, but not more than three members, shall be registered architects in the state. In the event there are, in the discretion of the town council, no bona fide applicants who are registered architects in the State of Florida, the town may solicit and appoint architects registered outside the State of Florida to fill one of the architect seats.

Profile

Sue

First Name

S

Middle Initial

Patterson

Last Name

710 South Ocean Blvd

Home Address

710 South Ocean Blvd

Suite or Apt

Palm Beach

City

FL

State

33480

Postal Code

ssoliepatterson@gmail.com

Email Address

Home: 5613467007

Primary Phone

Home: (561) 659-4447

Alternate Phone

Which Boards would you like to apply for?

Architectural Review Commission (ARCOM): Submitted

Question applies to multiple boards

Appointment to the Architectural Commission (ARCOM), Landmarks Preservation Commission, Planning and Zoning Commission, Recreation Advisory Commission, & Underground Utilities Task Force (UUTF) requires the applicant to be a registered voter in the Town of Palm Beach. Please attach a copy of BOTH SIDES of your Voter Registration card with your application. Failure to provide the required copy of the voter registration card shall be grounds for rejection of the application.

Question applies to multiple boards

I am a registered voter in the Town of Palm Beach (Initial below)

SSP

Question applies to multiple boards

VERIFIED - PGG

Upload a Voter Registration Card in one of the accepted formats (Front)

Question applies to multiple boards

Upload a Voter Registration Card in one of the accepted formats (Back)

Author

Occupation

In what area of town do you live?

☒ Midtown

Interests/Experience

Question applies to Architectural Review Commission (ARCOM)

Why are you interested in serving on the Architectural Commission?

My time on LPC has been a joy-- and I feel that my 8 years on the commission were effective. As passionate as I am about preservation-- I look at ARCOM as the future of preservation. That being said-- what is being built today-- could very well be the landmarks of tomorrow. Bigger picture-- the preservation of Palm Beach is what's important-- especially with the influx of newcomers and the volume of new construction. Maintaining the beauty and charm of Palm Beach is essential.

Question applies to Architectural Review Commission (ARCOM)

How many meetings of the Architectural Commission have you attended in the last year?

I prefer to listen in online-- as I do with Town Council meetings. I follow ARCOM projects closely.

Please indicate if there are any periods of time for which you will be unavailable for meetings.

Question applies to Architectural Review Commission (ARCOM)

Do you have any personal experience with requesting approvals from the Town's Architectural Commission? (Please explain)

N/A

Are you a member of any of the following organizations? (Check all that apply)

☒ Palm Beach Civic Association

Present Occupation

Author

No. of years

10

Past occupation(s)

Advertising/NYC (J.Walter Thompson USA-- SVP/Art Director)

No. of years

20

Please provide details regarding your educational background:

University of Wisconsin--Madison/BS University of Wisconsin--Madison/MFA

Question applies to Architectural Review Commission (ARCOM),Underground Utilities Task Force (UUTF)

Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable) *

- ☒ Architecture
- ☒ Landscape Architecture/Design
- ☒ Architectural History
- ☒ History
- ☒ Design

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in the State of Florida?

☐ Yes ☒ No

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in another state?

☐ Yes ☒ No

Question applies to Architectural Review Commission (ARCOM)

If So, in which state are you currently registered?

Upload a Resume

Have you ever been convicted or pled guilty or nolo contendere to a crime other than minor traffic violations?

☐ Yes ☒ No

Sue S Patterson

If you are currently serving on a Town board, commission, or committee, please identify in the space below and check the "I Agree" box indicating that you will resign from that position if you are appointed to the position you are seeking in this application.

I agree that I will resign from the board, commission, or committee if I am appointed to the position I am seeking in this application.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Why do you feel you are qualified to serve on the Town's Architectural Commission?

My experience on LPC as well as extensive renovations of 2 homes in Palm Beach and 1 in NY. I've always had a passion for architecture even though my main study was in design. In terms of board service-- have served on numerous boards-- currently: University of Wisconsin--Madison, Foundation Board (executive committee), University of Wisconsin--Madison, Board of Visitors/School of Education and Brown University-- President's Leadership Council. Past: Palm Beach Day Academy, Dreyfoos School of the Arts.

Question applies to multiple boards

In the event you are applying to be a Regular Member and you are not successful, will you accept appointment as an Alternate Member should the Town Council wish to appoint you as an Alternate Member?

☒ Yes ☐ No

To enable Town Council to consider potential conflicts of interest, please list the family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

N/A

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Physically Disabled

☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application of dismissal after appointment.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Please provide a copy of BOTH SIDES of your Palm Beach County Voter Registration card, which shows your Town of Palm Beach address, with your application.

Please note that the Board/Commission applications will expire on December 15 of each year.

ARCHITECTURAL COMMISSION (ARCOM)

ARCOM reviews and approves modifications to any existing structures visible from public rights-of-way, new construction, and landscaping. The seven regular members and three alternate members are Town registered voters appointed by the Town Council. Regular members are appointed for three-year terms and no member may serve more than two consecutive terms. Members are appointed on the basis of experience in art, architecture, community planning, land development, real estate, landscape architecture, or other relevant business, profession, or civic interest. At least two members, but not more than three members, shall be registered architects in the state. In the event there are, in the discretion of the town council, no bona fide applications who are registered architects in the State of Florida, the town may solicit and appoint architects registered outside the State of Florida to fill one of the architect seats.

Profile

David

First Name

R

Middle Initial

Phoenix Jr.

Last Name

434 Chilean Ave

Home Address

#2C

Suite or Apt

Palm Beach

City

FL

State

33480

Postal Code

phoenixarcom@gmail.com

Email Address

Mobile: (310) 770-5686

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Architectural Review Commission (ARCOM): Submitted

Question applies to multiple boards

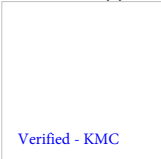
Appointment to the Architectural Commission (ARCOM), Landmarks Preservation Commission, Planning and Zoning Commission, Recreation Advisory Commission, & Underground Utilities Task Force (UUTF) requires the applicant to be a registered voter in the Town of Palm Beach. Please attach a copy of BOTH SIDES of your Voter Registration card with your application. Failure to provide the required copy of the voter registration card shall be grounds for rejection of the application.

Question applies to multiple boards

I am a registered voter in the Town of Palm Beach (Initial below)

DP

Question applies to multiple boards



Upload a Voter Registration Card in one of the accepted formats (Front)

Question applies to multiple boards

Upload a Voter Registration Card in one of the accepted formats (Back)

Interior Designer

Occupation

In what area of town do you live?

☒ Midtown

Interests/Experience

Question applies to Architectural Review Commission (ARCOM)

Why are you interested in serving on the Architectural Commission?

Currently I am completing my partial term , serving only one year as an alternate. I have attended every meeting and have been honored to serve the Town of Palm Beach. Im very passionate about the town and about the architecture and preserving the fabric of Palm Beach that it is known for.

Question applies to Architectural Review Commission (ARCOM)

How many meetings of the Architectural Commission have you attended in the last year?

12

Please indicate if there are any periods of time for which you will be unavailable for meetings.

NO, I haven't missed a meeting on my term

Question applies to Architectural Review Commission (ARCOM)

Do you have any personal experience with requesting approvals from the Town's Architectural Commission? (Please explain)

Yes I had a staff approval this year for an approved project Im working on with Smith Moore and the Chairman approved it

Are you a member of any of the following organizations? (Check all that apply)

- ☒ Palm Beach Chamber of Commerce
- ☒ Preservation Foundation of Palm Beach

Present Occupation

Interior Design

No. of years

30

Past occupation(s)

Self Employed for 30 years

No. of years

Please provide details regarding your educational background:

Self taught, Served on the SHP State Historic Preservation in California for two terms

Question applies to Architectural Review Commission (ARCOM),Underground Utilities Task Force (UUTF)

Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable) *

None Selected

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in the State of Florida?

☐ Yes ☒ No

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in another state?

☐ Yes ☒ No

Question applies to Architectural Review Commission (ARCOM)

If So, in which state are you currently registered?

Upload a Resume

Have you ever been convicted or pled guilty or nolo contendere to a crime other than minor traffic violations?

☐ Yes ☒ No

If you are currently serving on a Town board, commission, or committee, please identify in the space below and check the "I Agree" box indicating that you will resign from that position if you are appointed to the position you are seeking in this application.

I agree that I will resign from the board, commission, or committee if I am appointed to the position I am seeking in this application.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Why do you feel you are qualified to serve on the Town's Architectural Commission?

My record the past year

Question applies to multiple boards

In the event you are applying to be a Regular Member and you are not successful, will you accept appointment as an Alternate Member should the Town Council wish to appoint you as an Alternate Member?

☒ Yes ☐ No

To enable Town Council to consider potential conflicts of interest, please list the family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

None

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Male

Physically Disabled

☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application of dismissal after appointment.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Please provide a copy of BOTH SIDES of your Palm Beach County Voter Registration card, which shows your Town of Palm Beach address, with your application.

Please note that the Board/Commission applications will expire on December 15 of each year.

ARCHITECTURAL COMMISSION (ARCOM)

ARCOM reviews and approves modifications to any existing structures visible from public rights-of-way, new construction, and landscaping. The seven regular members and three alternate members are Town registered voters appointed by the Town Council. Regular members are appointed for three-year terms and no member may serve more than two consecutive terms. Members are appointed on the basis of experience in art, architecture, community planning, land development, real estate, landscape architecture, or other relevant business, profession, or civic interest. At least two members, but not more than three members, shall be registered architects in the state. In the event there are, in the discretion of the town council, no bona fide applications who are registered architects in the State of Florida, the town may solicit and appoint architects registered outside the State of Florida to fill one of the architect seats.

Application for Service

Profile

Richard

First Name

Sammons

Last Name

Middle Initial

455 Worth Ave

Home Address

Suite or Apt

Palm Beach

City

FL

State

33480

Postal Code

rsammons@fairfaxandsammons.com

Email Address

Home: (646) 270-1094

Primary Phone

Home: (561) 805-8591

Alternate Phone

Which Boards would you like to apply for?

Architectural Review Commission (ARCOM): Submitted

Question applies to multiple boards

Appointment to the Architectural Commission (ARCOM), Landmarks Preservation Commission, Planning and Zoning Commission, Recreation Advisory Commission, & Underground Utilities Task Force (UUTF) requires the applicant to be a registered voter in the Town of Palm Beach. Please attach a copy of BOTH SIDES of your Voter Registration card with your application. Failure to provide the required copy of the voter registration card shall be grounds for rejection of the application.

Question applies to multiple boards

I am a registered voter in the Town of Palm Beach (Initial below)

Yes

Question applies to multiple boards

Upload a Voter Registration Card in one of the accepted formats (Front)

Question applies to multiple boards

[VERIFIED PGG](#)

Upload a Voter Registration Card in one of the accepted formats (Back)

Architect

Occupation

In what area of town do you live?

☒ Midtown

Interests/Experience

Question applies to Architectural Review Commission (ARCOM)

Why are you interested in serving on the Architectural Commission?

I am deeply interested in serving on the Architectural Commission because of my long-standing commitment to the preservation and thoughtful development of architecture that respects both tradition and innovation. With over three decades of experience in architectural design, including residential projects that emphasize classical principles, I believe I can offer valuable insight into the balance between historical integrity and contemporary needs. My background, which includes extensive teaching roles and leadership positions in architectural preservation, such as my tenure as Commissioner for the Architectural Review Board of Palm Beach, has reinforced my belief in the importance of design excellence and the stewardship of architectural heritage. I have a strong history of collaborating with both design professionals and local communities to ensure that projects not only enhance the aesthetic quality of an area but also contribute positively to its cultural and historical fabric. Furthermore, my firm's work, recognized with prestigious awards like the Palladio and Stanford White Awards, reflects a deep understanding of classical design principles, which I have shared through various publications, lectures, and symposia. I am excited by the opportunity to apply this knowledge in a role that directly influences the preservation and architectural direction of our community. I am committed to contributing my expertise in design, preservation, and architectural education to support the mission of the Architectural Commission, ensuring that future developments respect the legacy of our built environment while fostering innovation and growth.

Question applies to Architectural Review Commission (ARCOM)

How many meetings of the Architectural Commission have you attended in the last year?

10

Please indicate if there are any periods of time for which you will be unavailable for meetings.

Question applies to Architectural Review Commission (ARCOM)

Do you have any personal experience with requesting approvals from the Town's Architectural Commission? (Please explain)

As an architect with an office in Palm Beach projects we are involved in periodically in front of the commission

Are you a member of any of the following organizations? (Check all that apply)

- ☒ Preservation Foundation of Palm Beach
- ☒ National Trust for Historic Preservation

Present Occupation

Architect

No. of years

30 years

Past occupation(s)

No. of years

Please provide details regarding your educational background:

BS Physics with a minor in Art from Denison and a MS in Architecture from the University of Virginia

Question applies to Architectural Review Commission (ARCOM),Underground Utilities Task Force (UUTF)

Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable) *

- ☒ Landscape Architecture/Design
- ☒ Architectural History
- ☒ History

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in the State of Florida?

☒ Yes ☐ No

Question applies to Architectural Review Commission (ARCOM)

Are you currently a Registered Architect in another state?

☒ Yes ☐ No

Question applies to Architectural Review Commission (ARCOM)

If So, in which state are you currently registered?

NY, WV, MA, RI, NJ, CT, SC

Upload a Resume

Have you ever been convicted or pled guilty or nolo contendere to a crime other than minor traffic violations?

☐ Yes ☒ No

Richard Sammons

If you are currently serving on a Town board, commission, or committee, please identify in the space below and check the "I Agree" box indicating that you will resign from that position if you are appointed to the position you are seeking in this application.

I agree that I will resign from the board, commission, or committee if I am appointed to the position I am seeking in this application.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Why do you feel you are qualified to serve on the Town's Architectural Commission?

I have a deep attachment to the Town of Palm Beach having resided here for over 25 years (winters) and having kept an architectural practice here for all of that time. I have an intimate knowledge of the history, historical architecture and culture that has shaped the Town and I have a commitment to protect its charm, beauty and integrity.

Question applies to multiple boards

In the event you are applying to be a Regular Member and you are not successful, will you accept appointment as an Alternate Member should the Town Council wish to appoint you as an Alternate Member?

☒ Yes ☐ No

To enable Town Council to consider potential conflicts of interest, please list the family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

Anne Fairfax

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Male

Physically Disabled

☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application of dismissal after appointment.

☒ I Agree

Question applies to Architectural Review Commission (ARCOM)

Please provide a copy of BOTH SIDES of your Palm Beach County Voter Registration card, which shows your Town of Palm Beach address, with your application.

Please note that the Board/Commission applications will expire on December 15 of each year.

ARCHITECTURAL COMMISSION (ARCOM)

ARCOM reviews and approves modifications to any existing structures visible from public rights-of-way, new construction, and landscaping. The seven regular members and three alternate members are Town registered voters appointed by the Town Council. Regular members are appointed for three-year terms and no member may serve more than two consecutive terms. Members are appointed on the basis of experience in art, architecture, community planning, land development, real estate, landscape architecture, or other relevant business, profession, or civic interest. At least two members, but not more than three members, shall be registered architects in the state. In the event there are, in the discretion of the town council, no bona fide applications who are registered architects in the State of Florida, the town may solicit and appoint architects registered outside the State of Florida to fill one of the architect seats.

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Board and Commissions Presentations and Appointments

Agenda Title

Presentations by the Applicants and Appointments to the Code Enforcement Board

Presenter

ATTACHMENTS:

- ▣ **Memorandum Dated February 24, 2025, from Kelly Churney, Town Clerk**
- ▣ **Status Sheet**
- ▣ **Attendance Record**
- ▣ **Sample Ballot - Regular Members**
- ▣ **Sample Ballot - Alternate Member**
- ▣ **Town Code re: CEB**
- ▣ **Application - Angel Arroyo**
- ▣ **Application - Dave Brooker**
- ▣ **Application - Pamela Saba**

TOWN OF PALM BEACH

Information for Town Council Meeting on March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: Kelly Churney, CMC, Town Clerk

RE: Code Enforcement Board Appointment of Two (2) Regular and One Alternate Member(s)

DATE: February 24, 2025

STAFF RECOMMENDATION

Staff recommend that the Town Council review the attached applications and appoint two (2) regular and one (1) alternate member(s) to the Code Enforcement Board. These members will fill the vacancies created due to the term expirations of Pamela Saba, Dave Brooker and Armand Harris, who are all eligible for reappointment.

GENERAL INFORMATION

The Town Clerk's office has received two (2) applications seeking **REAPPOINTMENT** from:

1. Dave Brooker, 127 Root Trail, Palm Beach, FL;
2. Pamela Saba, 2760 South Ocean Blvd, #412, Palm Beach, FL.

The Town Clerk's office has received one (1) application seeking **NEW APPOINTMENT** from:

1. Angel Arroyo, 215 South County Road, Palm Beach, FL;

Attachments

cc: Nicholas Caristo, Chief of Police
Benjamin Alma, Support Services Manager
Carla Marcote, Parking/Code Enforcement Specialist

CODE ENFORCEMENT COMMISSION

Next Appointment: **March 4, 2025, Town Council meeting**

Openings advertised via news release: **January 3, 2025**

Deadline to submit applications: **Friday, February 21, 2025, by 5:00 p.m.**

Number of openings: **2 Regular Members and 1 Alternate Member**

Applicants

NAME	SEEKING
Dave Brooker	Reappointment
Pamela Saba	Reappointment
Angel Arroyo	New Appointment

Current Members and open seats

NAME	TERM EXPIRES
<u>Regular Members</u>	
Pamela Saba*	4/01/2025
Dave Brooker*	4/01/2025
Martin Klein	1/12/2026
John McGowan	4/03/2026
Chris Larmoyeux	3/12/2027
Scotch Peloso	3/12/2027
Harris Fried	3/12/2027
<u>Alternate Members</u>	
Armand Harris	3/1/2025
John P. Cohen	3/12/2027

Highlighted in yellow=term currently expiring/vacant

*=Applied for reappointment

**=Applied for appointment from alternate member to regular member

***=Termed out

Town of Palm Beach, FL - Member Attendance Report - 2024

Code Enforcement Board

Member	Apr 18, 2024	May 23, 2024	Jun 20, 2024	Jul 18, 2024	Aug 15, 2024	Sep 19, 2024	Oct 17, 2024	Nov 21, 2024	Dec 19, 2024	TOTALS
Armand Harris	P	P	P	E	P	P	P	E	E	75.0%
Martin I. Klein	P	P	P	E	P	P	P	P	P	83.33%
Pamela Saba	P	P	P	P	P	P	E	P	P	91.67%
John B. McGowan Jr.	P	P	P	P	P	P	P	P	P	91.67%
John P Cohen	P	P	P	E	P	P	P	P	P	80.0%
Harris Fried	P	P	P	P	P	P	P	P	P	100.0%
Scotch Peloso	P	P	P	P	P	P	P	P	P	100.0%
Chris Larmoyeux	E	P	P	P	P	P	P	P	E	80.0%
Dave Brooker					P	P	E	P	P	80.0%
Present:	7	9	8	6	9	9	7	8	7	100.0%
Absent:	0	0	0	0	0	0	0	0	0	0.0%
Excused:	0	0	0	0	0	0	0	0	0	0.0%

- * P = Present
- * A = Absent
- * E = Excused
- * C = Canceled

Town of Palm Beach, FL - Member Attendance

Code Enforcement Board

Member	Jan 16, 2025	Feb 20, 2025	TOTALS
John P Cohen	P	E	50.0%
Armand Harris	P	P	100.0%
Pamela Saba	P	P	100.0%
Dave Brooker	P	P	100.0%
Martin I. Klein	P	P	100.0%
John B. McGowan Jr.	P	P	100.0%
Harris Fried	P	P	100.0%
Scotch Peloso	P	P	100.0%
Chris Larmoyeux	P	P	100.0%

Present:	9	8	100.0%
Absent:	0	0	0.0%
Excused:	0	0	0.0%

- * P = Present
- * A = Absent
- * E = Excused
- * C = Canceled

**BALLOT FOR APPOINTMENT OF REGULAR MEMBER(S)
TO THE CODE ENFORCEMENT BOARD
Town Council Meeting on **March 4, 2025****

Position(s) to be filled: 2 **Regular Members**

Please circle two (2) from the list of names appearing below.

Regular Members Applying for Reappointment:

Dave Brooker

Pamela Saba

Others who Have Submitted Applications:

Angel Arroyo

Signature of Town Council Member:

Town Council Member

BALLOT FOR APPOINTMENT OF **ALTERNATE** MEMBER(S)
TO THE CODE ENFORCEMENT BOARD
Town Council Meeting on **March 4, 2025**

Position(s) to be filled: **1** **Alternate Member**

Please circle 1 from the list of names appearing below.

Members Who Have Applied for Reappointment

Dave Brooker

Others who Have Submitted Applications:

Angel Arroyo

Signature of Town Council Member:

Town Council Member

DIVISION 2. - CODE ENFORCEMENT BOARD

Footnotes:

--- (8) ---

Cross reference— *Boards and commissions, § 2-306 et seq.*

Sec. 2-401. - Organization.

- (a) The town council shall appoint a seven-member code enforcement board and legal counsel for the board. The members shall have the qualifications and terms of office specified in this section.
- (b) Members of the enforcement board shall be residents of the town. Appointments shall be made by the town council on the basis of experience or interest in the fields of zoning and building control. The membership of the enforcement board shall, whenever possible, include:
 - (1) An architect.
 - (2) A businessperson.
 - (3) An engineer.
 - (4) A general contractor.
 - (5) A realtor.
 - (6) A subcontractor.
 - (7) A general member.

In consideration of the appointment of a general member, or if it is not possible to fill a selection from any of the other categories set forth above, the town council shall give consideration to the appointment of a member to the code enforcement board with experience in the field of public health.

- (c) In addition, the town council may appoint two alternate members for the purpose of serving in the absence of any of the board members specified above. The alternate members shall be appointed for a term of three years and shall serve in the absence of any regular member of the enforcement board. Alternate members may be appointed from the general public and need not be selected from any specific category of profession, but must be a resident of the town.

(Code 1982, § 2-177(a); Ord. No. 14-95, § 1(2-177(a)), 9-12-95; Ord. No. 15-99, § 1, 11-9-99)

State Law reference— Similar provisions, F.S. § 162.05(1)—(3).

Sec. 2-402. - Terms; removal provisions; absences; conflicts of interest.

- (a) In order that terms of office of all members of the enforcement board will not expire at the same time, the initial appointments to the board shall be staggered. Thereafter, members shall be appointed for terms of three years. A member of the code enforcement board shall not be appointed for more than two consecutive three-year terms, but shall be eligible for reappointment upon the lapse of nine months after the expiration of the member's second consecutive three-year term. For members who have already served two three-year terms upon the date of the adoption of this code, they may serve one additional three-year term. The town council has the ability to waive this term limitation in the event the town council determines that it is necessary to extend the term in order to maintain the required number of persons on the code enforcement board.
- (b) All members of the code enforcement board, including alternates, serve at the pleasure of the town council and may be removed from the board with or without cause. Members of the board shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three regularly scheduled meetings in any one calendar year. Excused absences due to illness, a death in the family, religious holidays and requirements of legal process shall not constitute lack of attendance. The member shall notify the office of the chief of police in writing of the board member's intended absence at least seven business days prior to the regularly scheduled meeting. Failure to do so, absent an emergency which prevents timely notice, will cause the absence to be unexcused. Excused absences shall be entered into the minutes at the next regularly scheduled meeting of the board after the absence. A member may petition the town council, in the event of extenuating circumstances, to excuse an absence otherwise not automatically excused pursuant to the provisions of this section.
- (c) In the event of excessive conflicts of interest during any one calendar year, the board member shall be automatically removed from the board. Excessive conflicts of interest are defined as five or more conflicts of interest in any one calendar year. Continuing conflicts of interest on a single application once declared shall not be counted as additional conflicts of interest. This rule shall apply from the date of adoption to the end of the 2013 calendar year and shall be applicable, thereafter, on a calendar year basis.

(Code 1982, § 2-177(b); Ord. No. 14-95, § 1(2-177(b)), 9-12-95; Ord. No. 15-99, § 2, 11-9-99; Ord. No. 18-04, § 6, 10-1-04; Ord. No. 13-09, § 2, 7-14-09; Ord. No. 16-2011, § 2, 9-13-11; Ord. No. 10-2013, § 1, 7-9-13)

Editor's note— Ord. No. 13-09, § 2, adopted July 14, 2009, changed the title of section 2-402 from "Terms; removal provisions; absences" to "Terms; removal provisions; absences; conflicts of interest."

State Law reference— Similar provisions, F.S. § 162.05(3).

Application for Service

Profile

Angel

First Name

R

Middle
Initial

Arroyo

Last Name

215 South County Road

Home Address

Suite or Apt

Palm Beach

City

FL

State

33480

Postal Code

aarroyo@banyanadvisor.com

Email Address

Home: (561) 379-6631

Primary Phone

Home: (561) 758-1311

Alternate Phone

Which Boards would you like to apply for?

Code Enforcement Board: Submitted

Question applies to multiple boards

I am a resident of the Town of Palm Beach (Initial below)

Yes. I have been a full-time resident of the Town of Palm Beach since the Year 2004.

Question applies to multiple boards

Please attach proof of Town of Palm Beach residency. Failure to attach proof of residency shall be grounds to reject your application. Proof of residency shall be either a copy of your Florida's Driver's License matching the address of your residence as shown on this application, a copy of a utility bill in your name at the residence address shown on this application, or by providing an original, fully executed and notarized Declaration of Domicile with this application.

Verified - KMC

Please upload proof of residency

Real Estate Investments

Occupation

In what area of town do you live?

☒ Midtown

Interests/Experience

Question applies to Code Enforcement Board

Why are you interested in serving on the Code Enforcement Board?

After living in the Town of Palm Beach for over 20 years, I believe my civic duty is to play a more active role in our community. I am genuinely grateful to the Town Council, ALL Boards, PBDA, Fire and Police, and so many friends who have contributed significantly to the well-being of our family. Giving back my time is the least I can do to express my gratitude. Thank you!

Question applies to Code Enforcement Board

How many meetings of the Code Enforcement Board have you attended in the last year?

One. January 16, 2025.

Please indicate if there are any periods of time for which you will be unavailable for meetings.

NA. I will be available year-round.

Question applies to multiple boards

If you have served on any boards/commissions/committees in the Town of Palm Beach or elsewhere, please list them and include details such as length of service, attendance record, etc.

None.

Question applies to Code Enforcement Board

Do you have any personal experience with the Code Enforcement Board in the Town of Palm Beach or other jurisdictions? (Please explain)

No.

Are you a member of any of the following organizations? (Check all that apply)

☒ Palm Beach Civic Association

Present Occupation

Real Estate Investments.

No. of years

35

Past occupation(s)

No. of years

Please provide details regarding your educational background:

Associate of Arts (University of Florida), Bachelor of Science in Business Administration, Majors in Finance and Economics (University of Florida), Master of Business Administration, Concentrations in Finance and International Business (MBA - Crummer School of Business, Rollins College), Doctor of Business Administration, Finance and Real Estate (University of Florida). Certified Commercial Investment Member (CCIM). License Real Estate Broker (Inactive).

Question applies to Code Enforcement Board, Landmarks Preservation Commission

Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable) *

- ☒ Law
- ☒ Building Construction

Upload a Resume

Have you ever been convicted or pled guilty or nolo contendere to a crime other than minor traffic violations?

☐ Yes ☒ No

If you are currently serving on a Town board, commission, or committee, please identify in the space below and check the "I Agree" box indicating that you will resign from that position if you are appointed to the position you are seeking in this application.

I agree that I will resign from the board, commission, or committee if I am appointed to the position I am seeking in this application.

☒ I Agree

Question applies to Code Enforcement Board

Why do you feel you are qualified to serve on the Town's Code Enforcement Board?

I have been involved in acquisitions/dispositions, development/construction, asset management, and property/operations management of commercial real estate assets for the past 35 years. As a pension fund advisor, I advised and invested allocated funds on behalf of institutional investors and pension funds (CalSTRS, NYSTRS, NYS Common, Bell Atlantic Master Trust (Verizon), City of Detroit Fire and Police Retirement Systems, among several others) in commercial real estate investments. I was also Director of Acquisitions of a public REIT traded in the NYSE (an entity now owned by Brookfield) and participated in numerous private equity investments in multifamily and other real estate assets.

Question applies to multiple boards

In the event you are applying to be a Regular Member and you are not successful, will you accept appointment as an Alternate Member should the Town Council wish to appoint you as an Alternate Member?

☒ Yes ☐ No

To enable Town Council to consider potential conflicts of interest, please list the family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

Wife. Dr. Irma Morales-Arroyo. Daughter. Camilla Beatrice Arroyo (a PBDA Lifer and 8th Grade graduate - Palm Beach Day Academy) who is currently in 9th Grade at The Benjamin School.

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Prefer not to Answer

Gender

☒ Male

Physically Disabled

☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application of dismissal after appointment.

☒ I Agree

Question applies to Code Enforcement Board

Please attach proof of residency (as listed above) with this application.

Please note that Board/Commission applications will expire on December 15 of each year.

CODE ENFORCEMENT BOARD

Hears cases involving violations of the Town Code and ordinances and imposes administrative fines and other noncriminal penalties where a pending or repeated violation exists. Members must be residents and are appointed by Town Council on the basis of experience or interest in the fields of zoning and building control. The Board includes, whenever possible, an architect, business person, engineer, general contractor, realtor, subcontractor, general member, or person with experience in the field of public health. In addition, the Town Council may appoint two alternate members for the purpose of serving in the absence of any of the board members. Members (and alternate members) shall be appointed for terms of three years. A member of the code enforcement board shall not be appointed for more than two consecutive three-year terms, but shall be eligible for reappointment upon the lapse of nine months after the expiration of the member's second consecutive three-year term.

Dr. Angel Rafael Arroyo

Dr. Angel Arroyo has had an extensive career in commercial real estate, finance, construction, and agriculture while furthering his education. In 1989, Dr. Arroyo began his real estate career as Vice President and Director of Acquisitions/Dispositions for a family-owned business in North Florida specializing in agricultural real estate.

Dr. Arroyo started his college journey in 1988 at the Florida Institute of Technology (FIT). He stayed at FIT for one year before enrolling at the University of Florida (UF), where in 1993, he earned an Associate of Arts (AA) and a Bachelor of Science in Business Administration (BSBA) with majors in Finance and Economics. Then, he obtained his Master of Business Administration (MBA) in 1995 with concentrations in Finance and International Business from Rollins College's Crummer School of Business. During his MBA program, Dr. Arroyo did externships at Fiat in Turin, Italy; Tupperware in Mexico City, Mexico; and American Express Advisors in Orlando, Florida.

In 1996, after earning his MBA, Dr. Arroyo became a financial analyst for MIG Realty Advisors ("MIG"), an SEC Registered Investment Advisor. While working for MIG, he obtained his Certified Commercial Investment Member (CCIM) designation. Also, as a pension fund advisor at MIG and subsequently at Banyan Realty Advisors, Dr. Arroyo helped retirement systems for teachers, firefighters, and police officers allocate real estate investments and create strategies to benefit pensioners.

In 1998, Associated Estates Realty Corporation (a public REIT previously traded in the NYSE: "AEC") acquired MIG Realty Advisors. During the transition, Dr. Arroyo became the Senior Acquisitions Manager/Director of Acquisitions for both companies. During his real estate career, Dr. Arroyo has been responsible for finding, analyzing, and negotiating the closing of real estate transactions valued in the billions of dollars (on behalf of pension funds, institutional and private investors). His expertise in the underwriting of "income producing" properties (stabilized, forward contracts, and development deals) resulted from the analysis of thousands of properties in numerous markets around the United States.

In February 2003, Dr. Arroyo joined Banyan Realty Advisors LLC (an SEC Registered Investment Advisor) as the Senior Asset Manager and Director of Acquisitions to help expand the company's successful management track record for private, non-profit owners and institutional clients. Dr. Arroyo served as an advisor to the team (along with Lou Vogt, Scott Zimmerman, among others) from 2004-2008 who, through mergers and acquisitions of several companies, created Riverstone (which later merged with Greystar), the second-largest multifamily management company in the United States. From 2017-2018, Dr. Arroyo was part of the team (along with Lou Vogt, Scott Zimmerman, among others) that merged a portion of the private multifamily portfolio held by Banyan and its affiliates with Starwood Property Trust.

Since 2003, Dr. Arroyo has been a Partner and Principal of AGPM, LLC, Banyan Realty Advisors, LLC, and affiliated companies. Currently, Dr. Arroyo also serves as Vice President of AGPM, LLC (Banyan's property management division). Banyan Realty Advisors, AGPM and its affiliates (private companies) own and operate thousands of affordable and market-rate multifamily housing units in twelve states. In his position, Dr. Arroyo is responsible for asset management, property acquisition, managing member interests, acquisition of land, and equity investments.

Dr. Arroyo decided to pursue doctoral studies after years of success in the workforce. While maintaining his professional responsibilities, Dr. Arroyo enrolled in the Doctor of Business Administration (DBA) program at the University of Florida Warrington College of Business in 2019. Dr. Arroyo obtained his DBA in 2022.

Dr. Arroyo is married to Dr. Irma Morales-Arroyo, a fellow UF graduate and veterinarian; they have a daughter named Camilla. In addition to spending time with his family, he enjoys health and fitness, the ocean, and old Western television shows. Born and raised in Ponce, Puerto Rico, Dr. Arroyo is bilingual, speaking and writing fluently in English and Spanish.

Over the course of his life, Dr. Arroyo has travelled the world, visiting the Sahara Desert in the summer and Arctic Circle in the winter, assisting his wife as a check-point veterinarian in sled dog races, and traversing the jungles in South America. All in all, he has visited numerous countries in the Far East, Africa, Europe, Central and South America to ultimately understand that human nature and needs are similar around the world: people need to satisfy the most basic needs before achieving higher levels (Maslow, 1954).

Dr. Arroyo's volunteer and charitable interests include Brigham and Women's Hospital, Boston, MA; University of Florida Foundation, Gainesville, Florida; University of Florida President's Council, Chairman's Circle Member at UF's Bergstrom Center for Real Estate Studies, Board Member at UF's Real Estate Advisory Board, Warrington College of Business since 2002, First Baptist Church of West Palm Beach (aka Family Church), Florida; Treehouse Foundation, Orlando, Florida; the Christian Veterinary Mission, Seattle, Washington; Red Sneakers for Oakley, Palm Beach, Florida; benefactor and Officer of the Order of St. John; Ring Speaker at UF's Bergstrom Center, Guest Speaker/Professor at UF's Warrington College of Business,

Application for Service

Profile

Dave

First Name

Brooker

Last Name

Middle
Initial

127 Root Trail

Home Address

Suite or Apt

Palm Beach

City

FL

State

33480

Postal Code

brookerde@gmail.com

Email Address

Mobile: (202) 494-2646

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Code Enforcement Board: Submitted

Question applies to multiple boards

I am a resident of the Town of Palm Beach (Initial below)

DB

Question applies to multiple boards

Please attach proof of Town of Palm Beach residency. Failure to attach proof of residency shall be grounds to reject your application. Proof of residency shall be either a copy of your Florida's Driver's License matching the address of your residence as shown on this application, a copy of a utility bill in your name at the residence address shown on this application, or by providing an original, fully executed and notarized Declaration of Domicile with this application.

Question applies to multiple boards

[verified PGG 1/2/25](#)Please upload proof of residency

Retired

Occupation

In what area of town do you live?

☒ North

Interests/Experience

Question applies to Code Enforcement Board

Why are you interested in serving on the Code Enforcement Board?

I think I can be helpful to residents, their staff and contractors to navigate the often complex rules and regulations in Palm Beach while utilizing my deep understanding of construction and familiarity with the Town Code.

Question applies to Code Enforcement Board

How many meetings of the Code Enforcement Board have you attended in the last year?

All but 1 in 2024 except 1 for a medical excusal.

Please indicate if there are any periods of time for which you will be unavailable for meetings.

None

Question applies to multiple boards

If you have served on any boards/commissions/committees in the Town of Palm Beach or elsewhere, please list them and include details such as length of service, attendance record, etc.

Code Enforcement Board

Question applies to Code Enforcement Board

Do you have any personal experience with the Code Enforcement Board in the Town of Palm Beach or other jurisdictions? (Please explain)

Yes. Current voting member.

Are you a member of any of the following organizations? (Check all that apply)

- ☒ Palm Beach Civic Association
- ☒ Preservation Foundation of Palm Beach

Present Occupation

Retired

No. of years

1

Past occupation(s)

Insurance, Finance Executive

No. of years

31

Please provide details regarding your educational background:

Bachelor of Science, Bachelor of Arts (BSBA), Georgetown University, Washington, DC

Question applies to Landmarks Preservation Commission, Code Enforcement Board

Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable) *

☒ None

[DB.pdf](#)

Upload a Resume

Have you ever been convicted or pled guilty or nolo contendere to a crime other than minor traffic violations?

☐ Yes ☒ No

If you are currently serving on a Town board, commission, or committee, please identify in the space below and check the "I Agree" box indicating that you will resign from that position if you are appointed to the position you are seeking in this application.

I agree that I will resign from the board, commission, or committee if I am appointed to the position I am seeking in this application.

☒ I Agree

Question applies to Code Enforcement Board

Why do you feel you are qualified to serve on the Town's Code Enforcement Board?

Throughout my 31 year professional career I successfully navigated state and federal regulatory bodies in the US and other jurisdictions to build great financial services products for some of the largest corporations in the world. These relevant skills along with my familiarity with the Town zoning code, my own construction knowledge and work ethic make me a committed and valuable asset to hear cases involving violations of the Town Code and ordinances where a pending or repeated violation exists with the goal of helping the cited offender come into compliance for the betterment of the community.

Dave Brooker

Question applies to multiple boards

In the event you are applying to be a Regular Member and you are not successful, will you accept appointment as an Alternate Member should the Town Council wish to appoint you as an Alternate Member?

☒ Yes ☐ No

To enable Town Council to consider potential conflicts of interest, please list the family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

Catherine Brooker

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Male

Physically Disabled

☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application of dismissal after appointment.

☒ I Agree

Dave Brooker

Question applies to Code Enforcement Board

Please attach proof of residency (as listed above) with this application.

Please note that Board/Commission applications will expire on December 15 of each year.

CODE ENFORCEMENT BOARD

Hears cases involving violations of the Town Code and ordinances and imposes administrative fines and other noncriminal penalties where a pending or repeated violation exists. Members must be residents and are appointed by Town Council on the basis of experience or interest in the fields of zoning and building control. The Board includes, whenever possible, an architect, business person, engineer, general contractor, realtor, subcontractor, general member, or person with experience in the field of public health. In addition, the Town Council may appoint two alternate members for the purpose of serving in the absence of any of the board members. Members (and alternate members) shall be appointed for terms of three years. A member of the code enforcement board shall not be appointed for more than two consecutive three-year terms, but shall be eligible for reappointment upon the lapse of nine months after the expiration of the member's second consecutive three-year term.

Dave Brooker

202.494.2646 | brookerde@gmail.com | Palm Beach, FL

Professional Summary

Senior Level Executive with deep expertise within the asset management and insurance industry. Known for institutional sales, client relationship management, product development and strategy for retirement, investments, group medical and non-medical products. Passionate about creating clear, compelling messages for complex concepts and delivering the right message to the right audience to drive the desired results.

Business Strategy | Institutional Sales | Client Relationship Management | Product Development
Insurance | Regulatory Compliance | Team Leadership | Talent Development

Professional Experience

Prudential Financial, Palm Beach, FL

Managing Director, Pension & Retiree Healthcare Risk Transfer

September 2016 – January 2024

Charged with engaging directly with plan sponsors to reduce or remove the risk associated with defined benefit pension, retiree medical and retiree life insurance obligations from their balance sheets.

Prudential Financial, Washington, DC

Managing Director, Client Management Group

May 2008 – September 2016

Influenced outcomes at C-level to achieve enterprise priorities with a number of the world's largest global financial institutions, employers and benefits and retirement consulting firms.

Prudential Financial, Washington, DC

Vice President, Advanced Markets

May 2004 – May 2008

Prudential Financial, Washington, DC

National Sales Director

August 1997 – May 2004

MetLife, Washington, DC

Sales Representative

May 1993 – August 1997

Professional Licenses, Commissions, Memberships

FINRA Licensed

Town of Palm Beach Code Enforcement Board

Preservation Foundation of Palm Beach

Palm Beach Civic Association

The Breakers and Columbia Country Club

Education

Bachelor of Science, Bachelor of Arts (BSBA), Georgetown University, Washington, DC

Profile

Pamela

First Name

Saba

Last Name

Middle Initial

2760 S Ocean Blvd

Home Address

412

Suite or Apt

Palm Beach

City

FL

State

33480

Postal Code

adsabaenterprise@icloud.com

Email Address

Home: (561) 385-3501

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Code Enforcement Board: Submitted

Question applies to multiple boards

I am a resident of the Town of Palm Beach (Initial below)

Yes

Question applies to multiple boards

Please attach proof of Town of Palm Beach residency. Failure to attach proof of residency shall be grounds to reject your application. Proof of residency shall be either a copy of your Florida's Driver's License matching the address of your residence as shown on this application, a copy of a utility bill in your name at the residence address shown on this application, or by providing an original, fully executed and notarized Declaration of Domicile with this application.

Question applies to multiple boards

verified PGG 1/10/25

Please upload proof of residency

Retired

Occupation

In what area of town do you live?

☒ South

Interests/Experience

Question applies to Code Enforcement Board

Why are you interested in serving on the Code Enforcement Board?

I love the Town of Palm Beach, it has been my home for forty years and have been a business owner before retiring. I am also a volunteer with PBPD and try to help the Foundation when needed.

Question applies to Code Enforcement Board

How many meetings of the Code Enforcement Board have you attended in the last year?

11

Please indicate if there are any periods of time for which you will be unavailable for meetings.

I love in the Town of Palm Beach and am a full time resident here other than an occasional vacation. My children and grandchildren were born and raised here.

Question applies to multiple boards

If you have served on any boards/commissions/committees in the Town of Palm Beach or elsewhere, please list them and include details such as length of service, attendance record, etc.

The other boards are The Regency of Palm Beach, I've been on 21 years. Also, the board of the Citizens Association which pertains to the south part of the Town.

Question applies to Code Enforcement Board

Do you have any personal experience with the Code Enforcement Board in the Town of Palm Beach or other jurisdictions? (Please explain)

No I do not, although I am aware of most building codes since my family's business has been in remodeling since 1980.

Are you a member of any of the following organizations? (Check all that apply)

- ☒ Citizens' Association of Palm Beach
- ☒ Other

Present Occupation

Retired

Pamela Saba

No. of years

5

Past occupation(s)

Real Estate, office manager for family construction business, owner of Plaza Salon and Spa in Poinciana Plaza, plus POSH For Hair in Manalapan.

No. of years

50

Please provide details regarding your educational background:

12 years school plus some college and other educational programs.

Question applies to Landmarks Preservation Commission, Code Enforcement Board

Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable) *

- ☒ Law
- ☒ Building Construction
- ☒ Law Enforcement/Code Enforcement

Upload a Resume

Have you ever been convicted or pled guilty or nolo contendere to a crime other than minor traffic violations?

☐ Yes ☒ No

If you are currently serving on a Town board, commission, or committee, please identify in the space below and check the "I Agree" box indicating that you will resign from that position if you are appointed to the position you are seeking in this application.

I agree that I will resign from the board, commission, or committee if I am appointed to the position I am seeking in this application.

☒ I Agree

Question applies to Code Enforcement Board

Why do you feel you are qualified to serve on the Town's Code Enforcement Board?

I feel that I am experienced since this is my third year. My feelings about this town are to maintain its quality of life as well as its beauty by adhering to the restrictions that are set forth by the people who care most.

Pamela Saba

Question applies to multiple boards

In the event you are applying to be a Regular Member and you are not successful, will you accept appointment as an Alternate Member should the Town Council wish to appoint you as an Alternate Member?

☐ Yes ☒ No

To enable Town Council to consider potential conflicts of interest, please list the family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

My son, Anthony D Saba, lives in Atlantis, Fl and does much of his remodeling work in the Town of Palm Beach. My daughter, Kimberly Johnston, lives in Palm Beach Gardens. She works in real estate with occasional clients in Town of Palm Beach.

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Physically Disabled

☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application of dismissal after appointment.

☒ I Agree

Question applies to Code Enforcement Board

Please attach proof of residency (as listed above) with this application.

Please note that Board/Commission applications will expire on December 15 of each year.

CODE ENFORCEMENT BOARD

Hears cases involving violations of the Town Code and ordinances and imposes administrative fines and other noncriminal penalties where a pending or repeated violation exists. Members must be residents and are appointed by Town Council on the basis of experience or interest in the fields of zoning and building control. The Board includes, whenever possible, an architect, business person, engineer, general contractor, realtor, subcontractor, general member, or person with experience in the field of public health. In addition, the Town Council may appoint two alternate members for the purpose of serving in the absence of any of the board members. Members (and alternate members) shall be appointed for terms of three years. A member of the code enforcement board shall not be appointed for more than two consecutive three-year terms, but shall be eligible for reappointment upon the lapse of nine months after the expiration of the member's second consecutive three-year term.

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda
Minutes

Agenda Title
Town Council Meeting Minutes
Kelly Churney, CMC, Town Clerk

- a. February 11, 2025, Town Council Meeting Minutes
- b. February 12, 2025, Town Council Development Review Meeting Minutes

Presenter

ATTACHMENTS:

No Attachments Available

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Minutes

Agenda Title

Approval of Major Matters Considered by the Architectural Review Commission at its Meeting of February 26, 2025.

Presenter

Wayne Bergman, Director of Planning, Zoning and Building

ATTACHMENTS:

No Attachments Available

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 017-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a Purchase Order to Kimley-Horn and Associates, Inc. to provide professional engineering services associated with development of design plans related to the proposed intersection improvements at Royal Poinciana Way in the amount of \$263,902.04, approving a contingency in the amount of \$39,585.00 and approving a project budget of \$303,487.00.

Presenter

Dean Mealy, II Procurement and Contract Manager

ATTACHMENTS:

- ▣ **Memorandum dated February 20, 2025 from Dean Mealy, Procurement and Contract Manager**
- ▣ **Resolution No. 017-2025**
- ▣ **Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 017-2025, awarding a Purchase Order to Kimley-Horn and Associates, Inc to provide professional engineering services associated with development of design plans related to the proposed intersection improvements at Royal Poinciana Way and Bradley Place in the amount of \$263,902.04, approving a contingency in the amount of \$39,585.00 and approving a project budget of \$303,487.00

DATE: February 20, 2025

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 017-2025, awarding a Purchase Order to Kimley-Horn and Associates, Inc to provide professional engineering services associated with development of design plans related to the proposed intersection improvements at Royal Poinciana Way and Bradley Place in the amount of \$263,902.04, approving a contingency in the amount of \$39,585.00 and approving a project budget of \$303,487.00.

SUMMARY EXPLANATION/BACKGROUND

The Town sought a proposal from Kimley-Horn and Associates, Inc. (KHA) to construct a westbound merge “slip” lane for southbound traffic making a right turn from Bradley Place to Royal Poinciana Way. The construction of this new lane is to mitigate traffic backing up during the peak hours. Construction of this lane will require relocation of the mast arm for the traffic signal, utility relocation and removal of 14 parking spaces. The Town’s police department has been implementing slip lines in a few areas of Town during afternoon rush hours with success.

The Scope of Services for this project consists of the following:

- Landmarks Presentation
- Base Mapping
- Roadway Design Plan Preparation
- Signal Plan Preparation
- Final Signal Plan Preparation
- Mast Arm Structural Calculations

- Lighting Plan Preparation
- Utility Coordination
- Permitting with FDOT
- Bid Phase Services
- Additional Services - The following services are not included in the scope of services but can be provided as additional services if authorized by the Client. Compensation for additional services will be agreed to prior to their performance.
 - Plan revisions outside of those described in the above tasks
 - Utility relocation plans
 - Technical Specifications Package
 - Pavement Design § Drainage Pipe Video and Inspection
 - Attendance at additional meetings or at public hearings
 - Preparation of emergency vehicle pre-emption plans
 - Traffic counts to determine initial signal timings
 - Development of design modifications due to revisions in Florida Department of Transportation design standards
 - Preparation of additional plan sets

KHA was requested to provide an estimate for the total cost of design and construction for this project. The estimate is \$1.468 million. This construction cost is not currently budgeted in the Capital Improvement Fund.

FUNDING/FISCAL IMPACT

Funding for this project will be reallocated from A5 Royal Poinciana Way Sanitary Sewer System.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

Attachment – Proposal from KHA

RESOLUTION NO. 017-2025

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PALM BEACH, PALM BEACH COUNTY, FLORIDA,
AWARDING A PURCHASE ORDER TO KIMLEY-HORN AND
ASSOCIATES, INC TO PROVIDE PROFESSIONAL
ENGINEERING SERVICES ASSOCIATED WITH
DEVELOPMENT OF DESIGN PLANS RELATED TO THE
PROPOSED INTERSECTION IMPROVEMENTS AT ROYAL
POINCIANA WAY IN THE AMOUNT OF \$263,902.04,
APPROVING A CONTINGENCY IN THE AMOUNT OF
\$39,585.00 AND APPROVING A PROJECT BUDGET OF
\$303,487.00**

NOW, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH,
PALM BEACH COUNTY, FLORIDA, as follows:

Section 1. The Town Council of the Town of Palm Beach hereby approves Resolution No. 017-2025, awarding a Purchase Order to Kimley-Horn and Associates, Inc to provide professional engineering services associated with development of design plans related to the proposed intersection improvements at Royal Poinciana Way in the amount of \$263,902.04, approving a contingency in the amount of \$39,585.00 and approving a project budget of \$303,487.00

Section 2. The Town Manager is hereby authorized to execute the Purchase Orders on behalf of the Town of Palm Beach for these improvements.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 4th day of March, 2025

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, CMC, Town Clerk

Bridget Moran, Town Council Member



February 18, 2025

Mr. Dean Mealy
Town of Palm Beach
951 Old Okeechobee Boulevard, Suite A
West Palm Beach, Florida 33401

**Re: *Royal Poinciana Way & Bradley Place Intersection Improvements
Town of Palm Beach, Florida***

Dear Mr. Mealy:

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this agreement to the Town of Palm Beach ("the Client", "Town" or "You") for providing professional engineering services associated with development of design plans related to the proposed intersection improvements at Royal Poinciana Way & Bradley Place in the Town of Palm Beach, Florida.

Project Understanding

It is our understanding that the Town desires to construct a westbound merge lane for southbound traffic making a right turn from Bradley Place to Royal Poinciana Way. We have prepared this agreement to prepare intersection improvement design plans.

Scope of Services

Task 1 – Landmarks Presentation

Kimley-Horn will perform the following services to support the Town during the anticipated Landmarks Commission approval process:

- Attend a meeting with Town Staff to overview the process and define the schedule
- Prepare and submit the Landmarks Commission Certificate of Appropriateness (COA) application and supporting documentation required in the application for submittal to the Town and Commission for review. The application previously prepared for the project will be revised to account for the plan revisions
- Prepare the required Public Notifications
- Attend a meeting with Town staff to prepare for the Landmarks meeting presentation
- Prepare and submit the presentation materials and attend the Landmarks Commission meeting to give the presentation
- Attendance at the following Town Council meeting to answer questions the Council may have regarding the recommendations made by the Landmarks Commission

This scope of services includes preparation of a presentation, minor site plan revisions, and attendance at one additional Landmarks meeting if the project is remanded back to Landmarks after

the Town Council meeting. This scope also includes attendance at one additional Town Council meeting to answer any questions the Council may have regarding the results of the second Landmarks meeting. It is understood that these meetings may not be required depending on the results of each meeting.

Task 2 – Base Mapping

Kimley-Horn will attend an initial kick-off meeting to verify project elements, scope, and schedule; prepare for and attend up to two additional meetings. Additionally, communicate with designated Town staff (via phone, teleconference, fax, email, etc.) to provide coordination between Town staff and Kimley-Horn.

Kimley-Horn will obtain and utilize available survey information from the Phase 8 undergrounding project at the subject intersection. This survey will be used as the basis for the intersection improvement plans. Kimley-Horn will review the intersection in the field using the base map plot as a reference. Additional right-of-way and topographical survey information will be required to extend westward from the existing survey limits to the driveway entrance of the pump station buildings in Bradley Park. Kimley-Horn will contract with Avirom & Associates, Inc. to add on to the existing survey prepared for the Town in 2021.

Task 3 – Roadway Design Plan Preparation

The intersection improvement design will begin on the westbound side of Royal Poinciana Way at the driveway entrance to the pump station building in Bradley Park and extend to Bradley Place. Kimley-Horn will develop roadway design and prepare intersection improvement plans at a scale of 1" = 40' (11"x17" PDF) to implement the improvements to Royal Poinciana Way. These improvements entail widening Royal Poinciana Way to provide a 7' buffered bicycle lane and a dedicated 12' merge lane for vehicles traveling southbound on Bradley Place to make a right turn onto Royal Poinciana Way. The widening will require reconstruction of the existing bike lane as well as the outside curb and gutter, and removal of the existing parking spaces. The existing sidewalk will remain. Final plans will utilize survey planimetrics for background from Task 1. Design cross sections at 50' intervals to confirm grading limits and details. Pavement structure will match the existing pavement design provided by FDOT.

It is understood that the Town owns and maintains the right-of-way for Bradley Place. All improvements will remain within FDOT and Town right-of-way. The intersection improvements will avoid impacts to any landscaping or hardscaping aspects of Bradley Park.

Kimley-Horn will review existing conditions within Royal Poinciana Way right-of-way and modify existing drainage systems to account for the proposed roadway changes. Proposed drainage modifications will maintain existing drainage patterns and receiving systems. Drainage analysis does not include stormwater modeling of any system or area outside the project's limits of construction. New storm water ponds and/or dry detention areas are not proposed in this drainage scope due to lack of right-of-way. It is expected that water quantity attenuation measures for this project will not be required since runoff will continue to discharge into the same existing water bodies. Prepare working drainage maps to show drainage in plan view. Prepare drainage structure cross sections at locations of proposed structures to show utility conflicts and to evaluate solutions. It is not expected that improvements to existing outfalls

will be required under this project. The scope does not include analysis of existing systems outside of the project limits, which may include areas outside the roadway or outfalls extending beyond Royal Poinciana Way right-of-way.

There are existing royal palm trees between the existing parallel parking stalls and the existing sidewalk. Based on the FDOT requirements for merge lane transitions, a few of the royal palm trees will be impacted by the improvements and will require either removal or relocation. Kimley-Horn will prepare Tree Disposition Plans at a scale of 1" = 40' (11"x17" PDF) to implement the improvements to Royal Poinciana Way.

Kimley-Horn will coordinate with the Town to develop traffic control notes. Contractor will be required to submit their own traffic control plans for review and approval by the Town prior to construction.

The FDOT Standard Specifications will be followed for the design of the intersection improvements. Any specifications outside of the FDOT Standard Specifications will be included as part of the phase submittals.

Kimley-Horn will prepare signing and marking plans at a scale of 1" = 40' (11"x17" PDF) to address re-establishment of pavement markings as a result of the proposed intersection improvements. Standards will be according to the Manual on Uniform Traffic Control Devices (MUTCD) and FDOT Standard Plans (latest edition). Kimley-Horn will show required notes and details for items that deviate from published standards.

Kimley-Horn will submit 60% Plans to the Town of Palm Beach Public Works Department and the Florida Department of Transportation (FDOT) and attend one plan review meeting with Town staff. Kimley-Horn will address the comments provided by the Town and implement the comments into the final 100% plans.

Kimley-Horn will prepare an Opinion of Probable Construction Cost (OPC) for each submittal. Kimley-Horn has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on information known to the Consultant at this time and represent only the Consultant's judgement as design professionals familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Sheet List:

- Key Sheet
- Summary of Pay Items
- General Notes
- Roadway Plans (up to 2 sheets)
- Cross Sections at 50' intervals
- Miscellaneous Construction Details
- Drainage Details
- Traffic Control Notes

- Signing and Pavement Marking Plans (up to 2 sheets)
- Tree Disposition Plans (up to 2 sheets)

Deliverables:

- 60% Submittal and Permit Plans – 11"x17" PDF Format
- Final Submittal 100% Plans – 11"x17" PDF Format
- Opinion of Probable Construction Cost

Task 4 – Signal Plan Preparation

Kimley-Horn will develop a Signal Plan for the modification of the signal at the northwest corner of the intersection. The Signal Plan will indicate the location of the proposed signal poles and mast arms, controller, mast arm orientation, signal head placement, pedestrian signal heads and pushbuttons, and electrical service. Kimley-Horn will coordinate with the Town of Palm Beach Public Works Department to determine the location or relocation of the signal hardware. We will also coordinate with utility owners in the area to obtain information about existing utilities and to identify potential conflicts in Task 5.

Kimley-Horn will submit the Signal Plans to the Town of Palm Beach Public Works Department and the Florida Department of Transportation (FDOT) and attend one plan review meeting with Town staff.

Kimley-Horn will coordinate with Town and FDOT Staff to address comments on the preliminary design and then proceed to prepare the Final Signal Plans Package.

Final Signal Plan Preparation

Kimley-Horn will prepare a set of traffic signal design plans and furnish a Signal Plans Package in accordance with professionally accepted traffic signal plans preparation standards. Each Signal Plans Package will include proposed conduit layout, pay items, general notes, key sheet, detector schedules, traffic signal head legend, the mast arm structural plan sheets, signal operations plan (SOP), and previously incorporated comments. Kimley-Horn will prepare, if requested by you, one conceptual-level graphic representation of the proposed signal construction at each easement location.

Sheet List:

- Key Sheet
- General Notes
- Tabulation of Quantities
- Signalization Plan
- Mast Arm Design Sheets

Deliverables:

- 60% Submittal and Permit Plans – 11"x17" PDF Format
- Final Submittal 100% Plans – 11"x17" PDF Format

The Signal Plan Package will be submitted to the Town of Palm Beach Public Works Department and FDOT for their review and comment. Kimley-Horn will meet once with the Town to review comments

and will coordinate with the Town regarding any comments.

Kimley-Horn will coordinate with a subsurface utility location firm to obtain underground and overhead utility locations. Soft-dig information will be provided at each of the proposed pole locations.

Mast Arm Structural Calculations

Geotechnical design data is required for the mast arm foundation design. Kimley-Horn will coordinate with a licensed geotechnical engineer to obtain the appropriate Standard Penetration Test (SPT) soils boring information and provide a boring report suitable for mast-arm foundation design to Kimley-Horn.

The mast arm structural calculation requires relative spot elevations at the pole location and at the crown of the roadway beneath each mast arm overhang. As described, the elevations at the subject intersection shall be provided in the survey.

Kimley-Horn will review the soil boring data and spot elevations and coordinate with the Town's preferred signal pole fabricator to prepare structural calculations if a new pole is required. The fabricator shall perform the design of the mast arm structures at the subject intersections (including mast arm, upright and arm-upright connections, base plate, anchor bolts, and foundation) based on Kimley-Horn's signal design. The fabricator shall provide structural calculations. The mast arm design plan sheets and calculations shall be developed in accordance with FDOT design requirements. If the fabricator does not perform structural calculations, Kimley-Horn will perform the calculations as Additional Services.

Temporary Signal Design

Due to the lead time required to obtain new mast arms, a temporary signal may be required to support operation of the modified laneage. If required, a temporary signal design will be prepared. It is anticipated that wood or concrete poles would be utilized. A plan sheet showing the location of the temporary poles and spans will be developed. Structural calculations will be performed to determine the wind speed requirements of the design.

Task 5 – Lighting Plan Preparation

Kimley-Horn will evaluate two (2) site lighting designs in accordance with the FDOT Lighting Design Standards including one (1) corridor lighting analysis and one (1) intersection lighting retrofit. Kimley-Horn will evaluate the existing lighting conditions and relocate the light poles where applicable to meet FDOT lighting criteria and provide lighting to the updated roadway corridor. Kimley-Horn will prepare a lighting design memorandum including photometric results and luminaire catalog information that will be included in the FDOT Utility permit in Task 9.

Based on the information obtained above, Kimley-Horn will develop lighting plans for permit submittal to FDOT and to the Town. The lighting plans shall include the proposed light pole locations and luminaire information.

Sheet List:

- Key Sheet
- General Notes
- Pole Data Table and Legend

- Lighting Plans

Deliverables:

- 60% Submittal and Permit Plans – 11"x17" PDF Format
- Final Submittal 100% Plans – 11"x17" PDF Format

Task 6 – Utility Coordination

Due to the location of existing above ground and below ground utilities along the proposed intersection improvement areas, utility coordination and relocation is anticipated. Kimley-Horn will continue to coordinate and provide plan sheets to utility agency owners (UAO's) to identify their existing and proposed facilities and to determine if they have compensable rights; request estimates from UAO's of any compensable rights and include it in the project's cost from Task 8. Based on UAO's marked plans, confirm existing utilities in the roadway design are shown in the provided survey base file. Construction plans for relocation of any utilities will be performed by the UAOs and is not included in this scope. Conduct up to one combined utility coordination meetings and three (3) meetings with individual UAOs to resolve potential conflicts.

Prepare potential conflict matrix and provide with progress plans to UAOs. Coordinate resolution of utility conflicts and request utility relocation schedules from UAO's. Once construction commences, the Town will be responsible for providing the contractor with the completed utility relocation schedules to ensure any relocation work will occur concurrently with construction.

Task 7 – Permitting

We anticipate since no widening that creates an additional traffic lane for vehicular traffic is anticipated, the proposed improvements can be exempt from a SFWMD Environmental Resource Permit per F.A.C. Section 62-330.051 under the following conditions:

(4) Bridges, Driveways, and Roadways

(c) Minor roadway safety construction, alteration, maintenance, and operation, provided:

1. There is no work in, on, or over wetlands other than those in drainage ditches constructed in uplands;
2. There is no reduction in the capacity of existing swales, ditches, or other systems legally in existence under Chapter 403 or Part IV of Chapter 373, F.S.;
3. All work is conducted in compliance with subsection 62-330.050(9), F.A.C.; and
4. The work is limited to:
 - a. Sidewalks having a width of six feet or less;
 - b. Turn lanes less than 0.25 mile in length, and other safety-related intersection improvements; and
 - c. Road widening and shoulder paving that does not create additional traffic lanes and is necessary to meet current, generally accepted roadway design and safety standards.

Although this project may be exempt from permitting, we still need to demonstrate to the District that the proposed improvements will not increase authorized discharge and decrease in required retention/detention.

Kimley-Horn will apply for an Access/Driveway permit from FDOT for the improvements within the Royal Poinciana Way right-of-way. This will also include the submittal of the Construction Agreement through FDOT One Stop Permitting (OSP). The Town will provide Kimley-Horn with the required information in the Construction Agreement. Kimley-Horn will coordinate with FDOT and the Town to receive the permit and finalize the Construction Agreement.

Kimley-Horn will apply for a Utility permit from FDOT for the lighting improvements within the Royal Poinciana Way right-of-way.

Kimley-Horn has no control over the actions of jurisdictional agencies and is not a party to agreements between the Client and others. Accordingly, professional opinions as to the status of permits and entitlements or the suitability for a specific purpose herein and professional opinions as to the probability and timeframe for approvals are made on the basis of professional experience and available data. Kimley-Horn does not guarantee that the outcome of permits and entitlements or suitability will not vary from its opinions. Because its opinions are based upon limited site investigation and scope of services, Kimley-Horn does not guarantee that all issues affecting the site have been investigated.

No other permit agency submittals are included in this scope of services other than those identified above. If permits are issued for this project, the conditions and expiration dates are the sole responsibility of the Town. Kimley-Horn is not responsible for extending time limited entitlements or permits.

It is understood the permit application fees will be paid for directly by the Town and are not included as part of this scope.

Deliverables: SFWMD Permit Exemption Letter
FDOT Access/Driveway Permit Application
FDOT Construction Agreement Preparation
FDOT Utility Permit Application

Task 8 – Bid Phase Services

We will attend the pre-bid meeting and provide answers to questions during the bidding process. We will review the bid proposal of the apparent low bidder and provide a summary memo of our findings. It is understood that the Town will administer the bidding process in-house.

Additional Services

The following services are not included in the scope of services but can be provided as additional services if authorized by the Client. Compensation for additional services will be agreed to prior to their performance.

- Plan revisions outside of those described in the above tasks
- Utility relocation plans

- Technical Specifications Package
- Pavement Design
- Drainage Pipe Video and Inspection
- Attendance at additional meetings or at public hearings
- Preparation of emergency vehicle pre-emption plans
- Traffic counts to determine initial signal timings
- Development of design modifications due to revisions in Florida Department of Transportation design standards
- Preparation of additional plan sets

Schedule

We will provide our services as expeditiously as practical to meet a mutually agreed upon schedule.

Fee And Billing

Kimley-Horn will perform the services described in this Scope of Services for the above tasks on an hourly basis in accordance with our Contract with the Town. We recommend that a budget of \$263,902.04 be established for the project. A breakdown of this fee is attached to this proposal.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc., dated December 5, 2024, which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" or "CLIENT" shall refer to The Town of Palm Beach.

If you concur in all the foregoing and wish to direct us to proceed with the services, please notify us by providing a purchase order for the scope and fees described above.

We appreciate the opportunity to propose these services to you.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

By:



Kevin Schanen, P.E.
Sr. Vice President



Adam B. Kerr, P.E.
Project Manager

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 023-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, approving a change order to Gehring Group's original resolution authorization of \$442,380 for a multi-year contract to \$558,031.

Presenter

Dean Mealy, II Procurement and Contract Manager

ATTACHMENTS:

- ▣ **Memorandum Dated February 20, 2025, from Dean Mealy, Procurement and Contract Manager**
- ▣ **Resolution No. 023-2025**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 023-2025, approving a change order to Gehring Group's original resolution authorization of \$442,380 of a multi-year contract to new resolution authorization of \$558,031

DATE: February 20, 2025

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 023-2025, approving a change order to Gehring Group's original resolution authorization of \$442,380 of a multi-year contract to new resolution authorization of \$558,031.

SUMMARY EXPLANATION/BACKGROUND

In 2024, the Town requested the addition of services to support Police and Fire Statutory Accidental Dismemberment and Death Benefit along with Firefighter Cancer Insurance to offset the rising cost and liabilities associated with self-insured claims. The amount of \$25,379 was added to the FY 2025 budget (see Table on Page 2). The Town Council approved the services provided by the Gehring Group as part of the budget submission for FY25. However, during the review process of contracts, Procurement and Contract Management (PCM) noted that the resolution authorization amount was not updated. The approval of this resolution will remedy authorized amount.

The Gehring Group serves as the Health Insurance Broker for the Town. They also provide Actuarial Services as part of their award. Their services were originally obtained and authorized by RFP No. 089-2018.

Gehring Group provides the following services to the Town:

- Annual employee benefits program servicing, marketing and placement – they find and negotiate best providers and costs for the Town. This is for both current and retired employees
- Actuarial Services
 - Annual 112.08 filing of actuarial soundness with State of Florida
 - Annual OPEB/GASB Reporting
- BenTek Online Enrollment and Administration Services – no charge to the Town
- Gehring also assisted in setting up the Town Clinic at no additional cost to the Town, working with Concentra who operates the clinic

The Town has paid the following for services since the inception of the contract:

FY	PO Description	Total PO Amount
FY20	Benefits Program Consulting	\$85,500
FY21	Benefits Program Consulting	\$85,500
FY22	Benefits Program Consulting	\$85,500
FY23	Benefits Program Consulting	\$88,065
FY24	Benefits Program Consulting	\$88,065
FY25	Benefits Program Consulting	\$112,401*
FY20-FY22	Actuarial Services – services provided and not invoiced	No charge for these three years
FY23	Actuarial Services	\$3,250
FY24	Actuarial Services	\$3,250
FY25	Actuarial Services	\$3,250

*The increase for FY25 charges reflects the new services being provided for Statutory Accidental Dismemberment, Death and Firefighter Cancer Insurance in the amount of \$25,379.

The total change order for FY25 consists of the following services:

- Benefits Program Consulting
- Actuarial Services
- Accidental Dismemberment/Death and Firefighter Cancer

The Gehring Group has provided outstanding services to the Town during the term of their engagement. In addition to the services noted, they assist employees with claims issues throughout the year. They also provide any updates as legislation is updated to ensure our coverage meets all new requirements.

We have generally maintained that all contracts are for a five-year period. With the changes that were implemented last year to accommodate Police and Fire, we thought it was best to wait one additional year to resolicit. It is the intent to resolicit the contract this summer to secure the best services and negotiate best commission rates being charged.

FUNDING/FISCAL IMPACT

The funding is from the Self Insurance (Health Benefit) fund.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

RESOLUTION NO. 023-2025

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PALM BEACH, PALM BEACH COUNTY, FLORIDA,
APPROVING A CHANGE ORDER TO GEHRING GROUP'S
ORIGINAL RESOLUTION AUTHORIZATION OF \$442,380 FOR
A MULTI-YEAR CONTRACT TO \$558,031**

NOW, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH,
PALM BEACH COUNTY, FLORIDA, as follows:

Section 1. The Town Council of the Town of Palm Beach hereby approves Resolution No. 023-2025, approving a change order to Gehring Group's original resolution authorization of \$442,380 for a multi-year contract to \$558,031

Section 2. The Town Manager is hereby authorized to execute the Purchase Orders on behalf of the Town of Palm Beach for these improvements.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 4th day of March 2025

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, CMC, Town Clerk

Bridget Moran, Town Council Member

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 024-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a change order to Kimley-Horn and Associates, Inc. for Construction Phase Services for the Central Fire Fuel Tank Remediation in the amount of \$37,160 for a total project budget of \$253,060.

Presenter

Dean Mealy, II Procurement and Contract Manager

ATTACHMENTS:

- ▣ **Memorandum dated February 20, 2025 from Dean Mealy**
- ▣ **Resolution No. 024-2025**
- ▣ **Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 024-2025, awarding a change order to Kimley Horn and Associates, Inc. for Construction Phase Services for the Central Fire Fuel Tank Remediation in the amount of \$37,160 for a total project budget of \$253,060

DATE: February 20, 2025

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 024-2025, awarding a change order to Kimley Horn and Associates, Inc. for Construction Phase Services for the Central Fire Fuel Tank Remediation in the amount of \$37,160 for a total project budget of \$253,060.

SUMMARY EXPLANATION/BACKGROUND

Kimley-Horn and Associates, Inc. (KHA) submitted a proposed change order related to the Central Fire Station Underground Fuel Tank for Environmental Monitoring Services. The original purchase order was issued in the amount of \$215,900. KHA's subconsultant ECS Florida, LLC completed and submitted a limited scope Remediation Action Plan (RAP) to Palm Beach ERM/FDEP and received a limited Remedial Action Approval Order in July of 2024. The Remedial Action Plan requires post active remedial monitoring which consists of quarterly monitoring of the ground water from the monitoring wells for a period of one year.

The results of the first round of ground water sampling following remedial activities indicate residual petroleum groundwater impacts where the limits of the plume are not defined. ECS Florida, LLC has recommended to continue quarterly monitoring the existing wells to determine if the concentrations are stable or decreasing. Following the next quarterly sampling event to be conducted in March of 2025, results may indicate the need to install additional monitoring wells to define the limits of the plume. KHA has provided the cost for the installation of four additional monitoring wells and two quarterly sampling events on the additional wells as a contingency budget.

There are two tasks associated to the proposed change order as follows:

- Task 1 – Groundwater Monitoring Well Sampling in the amount of \$17,150. These tests will be performed over the next year.
- Task 2 – Monitoring Well Installation and Groundwater Monitoring Well Sampling in the amount of \$20,010. The Town and KHA are awaiting further guidance from the Florida Department of Environmental Protection (FDEP) for testing requirements. The amount noted is based on historical data.

FUNDING/FISCAL IMPACT

Funding for this project will be from the 307.50.611.539.60.63.86, project number CPW0019.020.0000.0000.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

RESOLUTION NO. 024-2025

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PALM BEACH, PALM BEACH COUNTY, FLORIDA,
AWARDING A CHANGE ORDER TO KIMLEY HORN AND
ASSOCIATES, INC. FOR CONSTRUCTION PHASE SERVICES
FOR THE CENTRAL FIRE FUEL TANK REMEDIATION IN
THE AMOUNT OF \$37,160 FOR A TOTAL PROJECT BUDGET
OF \$253,060**

NOW, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH,
PALM BEACH COUNTY, FLORIDA, as follows:

Section 1. The Town Council of the Town of Palm Beach hereby approves Resolution No. 024-2025, awarding a change order to Kimley Horn and Associates, Inc. for Construction Phase Services for the Central Fire Fuel Tank Remediation in the amount of \$37,160 for a total project budget of \$253,060.

Section 2. The Town Manager is hereby authorized to execute the Purchase Orders on behalf of the Town of Palm Beach for these improvements.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 4th day of March, 2025

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, CMC, Town Clerk

Bridget Moran, Town Council Member



February 18, 2025

Mr. Dean Mealy
Town of Palm Beach
951 Old Okeechobee Road
Suite A
West Palm Beach, FL 33401

RE: *Central Fire Station Underground Fuel Tank Environmental Monitoring Services – Amendment Request (PO # 240712)*

Dear Dean,

Kimley-Horn and Associates, Inc. (“Kimley-Horn” or “CONSULTANT”) is pleased to submit this proposal to The Town of Palm Beach (“TOWN” or “CLIENT”) for providing environmental monitoring services related to the Central Fire Station Underground Fuel Tank Replacement in the Town of Palm Beach. Our project understanding, scope of services, and fee follows.

Project Understanding

Kimley-Horn is providing environmental services related to the Central Fire Station Fuel breach and diesel product release. Kimley-Horn’s subconsultant ECS Florida, LLC completed and submitted a Limited Scope Remediation Action Plan (RAP) to Palm Beach County ERM/FDEP and received a Remedial Action Approval Order in July of 2024. The Remedial Action Plan requires post active remedial monitoring which consists of quarterly monitoring of the ground water from the monitoring wells for a period of one year.

The results of the first round of ground water sampling following remedial activities indicate residual petroleum groundwater impacts where the limits of the plume are not defined. ECS Florida, LLC has recommended to continue quarterly monitoring the existing wells to determine if the concentrations are stable or decreasing. Following the next quarterly sampling event to be conducted in March of 2025, results may indicate the need to install additional monitoring wells to define the limits of the plume. We have provided the cost for the installation of four additional monitoring wells and two quarterly sampling events on the additional wells as a contingency budget.

Scope of Services

Task 1 - Groundwater Monitoring Well Sampling

Our assigned subconsultant ECS Florida, LLC will perform two additional quarterly groundwater monitoring sampling events from seven existing monitoring wells (MW-1, MW-2, MW-3, MW-4, MW-8

and 4 additional wells). The samples will be analyzed for Full List VOCs using EPA Method 8260, PAHs using EPA Method 8270SIMS, and TRPH per the FL-PRO Method, and associated reporting.

Task 2 - Monitoring Well Installation and Groundwater Monitoring Well Sampling

Our assigned subconsultant ECS Florida, LLC will install up to four (4) 2" monitoring wells. ECS Florida, LLC will perform two quarterly groundwater monitoring sampling events from four monitoring wells. The samples will be analyzed for Full List VOCs using EPA Method 8260, PAHs using EPA Method 8270SIMS, and TRPH per the FL-PRO Method, and associated reporting.

Fee and Billing

Kimley-Horn will perform the services described in this Scope of Services on a lump sum basis in accordance with our Contract with the Town. It is recommended that PO# 240712 be increased with the following budgets for these services:

Task 1 – Groundwater Monitoring Well Sampling	\$ 17,150
Task 2 – Monitoring Well Installation and Groundwater Monitoring Well Sampling	\$ 20,010
Total	\$ 37,160


Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc, which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" or "CLIENT" shall refer to The Town of Palm Beach.

Should you have any questions, please feel free to call me at (561) 840-0256.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



By: Jason Lee, P.E.
Vice President

Attachment

K:\WPB_Civil\General\Lee\Proposals\Palm Beach\Central Fire Station - Fuel Tank\Amendment 2\2025.02.17_Central Fire Station Free - Monitoring Services.docx



ECS Florida, LLC

REQUEST FOR CHANGE ORDER #3 with CONTINGENCY

ECS is pleased to provide the professional services outlined in the proposed scope of services below. This contract confirms your authorization for the services requested, and your agreement to the Terms and Conditions used for the original project (ECS Project No. 55:6109).

PROJECT INFORMATION

Change Order No.:	#3 - Continued PARM and Contingency		
Project Name:	Palm Beach Central Fire Station	Date:	February 3, 2025
Street Address:	355 South County Road	ECS Proposal No.:	55:9844
City, State, Zip:	Palm Beach, Florida 33480	County:	Palm Beach County

CLIENT INVOICE INFORMATION

Firm:	Kimley-Horn
Mailing Address	12740 Gran Bay Parkway West, Suite 2350
City, State, Zip	Jacksonville, Florida 32258

PROPOSED ADDITIONAL SCOPE OF SERVICES

This change order includes costs for two additional quarterly groundwater monitoring from seven monitoring wells (MW-1, MW-2, MW-3, MW-4, MW-8 and 2 additional wells) to be analyzed for Full List VOCs using EPA Method 8260, PAHs using EPA Method 8270SIMS, and TRPH per the FL-PRO Method, and associated reporting.

Contingency Wells and Sampling

Dependent on results in upcoming quarterly events, additional monitoring wells may be needed to define the edge of groundwater plume. This includes the installation of up to four (4) additional monitoring wells and up to two additional groundwater monitoring events following installation. Groundwater lab analysis includes Volatile Organic Compounds, Polycyclic Aromatic Hydrocarbons (PAHs), and Total Recoverable Petroleum Hydrocarbons (TRPH).

PROFESSIONAL FEE

ECS will provide the proposed scope of services for the estimated fee noted below. Should additional services be necessary and/or requested, the scope and fee of such services will be provided to you for your review and approval prior to being performed.

Item	Fee
Change Order No. 3 (PARM Quarterly Groundwater Sampling for Two Quarters)	\$12,511

2000 Avenue "P", West Palm Beach, Florida 33404 • T:561-840-3667

ECS Florida, LLC • ECS Mid-Atlantic LLC • ECS Midwest, LLC • ECS Pacific, Inc. • ECS Southeast, LLC • ECS Southwest, LLP
ECS New York Engineering, PLLC - An Associate of ECS Group of Companies • ecslimited.com

"ONE FIRM. ONE MISSION."



ECS Florida, LLC

"One Firm. One Mission."

Geotechnical • Construction Materials • Environmental • Facilities

Change Order No. 3 (Contingency Wells and Sampling)

\$16,930

2000 Avenue "P", West Palm Beach, Florida 33404 • T:561-840-3667

ECS Florida, LLC • ECS Mid-Atlantic LLC • ECS Midwest, LLC • ECS Pacific, Inc. • ECS Southeast, LLC • ECS Southwest, LLP
ECS New York Engineering, PLLC - An Associate of ECS Group of Companies • ecslimited.com

"ONE FIRM. ONE MISSION."



ECS Florida, LLC

"One Firm. One Mission."

Geotechnical • Construction Materials • Environmental • Facilities

ECS Florida, LLC

February 03, 2025

ECS Project No. 55:6109

Services Authorized By:

Signature:

Date:

Print Name:

Title:

Firm:

Signatory warrants his/her authority to bind the entity represented

For ECS Florida, LLC:

Signature

Project Manager:

Brooke Manopla

Signature:

Project Manager:

Alex Chatham, P.E.

2000 Avenue "P", West Palm Beach, Florida 33404 • T:561-840-3667

ECS Florida, LLC • ECS Mid-Atlantic LLC • ECS Midwest, LLC • ECS Pacific, Inc. • ECS Southeast, LLC • ECS Southwest, LLP
ECS New York Engineering, PLLC - An Associate of ECS Group of Companies • ecslimited.com

"ONE FIRM. ONE MISSION."

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 025-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a purchase order to Kimley-Horn and Associates, Inc. for design of D-3 stormwater pump station generator and E-7 wastewater pump station improvements in the amount of \$161,850, approving a contingency in the amount of \$24,277 and approving a project budget in the amount of \$186,127.

Presenter

Dean Mealy, II Procurement and Contract Manager

ATTACHMENTS:

- ▣ **Memorandum dated February 20, 2025 from Dean Mealy**
- ▣ **Resolution No. 025-2025**
- ▣ **Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 025-2025, awarding a purchase order to Kimley-Horn and Associates, Inc. for design of D-3 stormwater pump station generator and E-7 wastewater pump station improvements in the amount of \$161,850, approving a contingency in the amount of \$24,277 and approving a project budget in the amount of \$186,127

DATE: February 20, 2025

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 025-2025, awarding a purchase order to Kimley-Horn and Associates, Inc. for design of D-3 stormwater pump station generator and E-7 wastewater pump station improvements in the amount of \$161,850, approving a contingency in the amount of \$24,277 and approving a project budget in the amount of \$186,127.

SUMMARY EXPLANATION/BACKGROUND

The E-7 wastewater pump station is co-located with the D-4 stormwater pump station and the D-3 stormwater pump station generator at 449 N Lake Way. Based on the recommendations outlined in the Wastewater Pump Station Condition Assessment Report of 2024, a full rehabilitation of all components is required to maintain the E-7 sanitary station's operational capacity. Kimley Horn's scope of work includes engineering design to replace most of the station's mechanical, electrical and odor control components, along with rehabilitation of the wetwell through the capital improvement program. The last known improvements at the E-7 station date back to 1995. The scope of work also includes design for replacement of the D-3 generator with new wiring and electrical components as well, as it is beyond its useful life. Kimley-Horn's proposal includes all engineering design, permitting and bid phase services for the project.

FUNDING/FISCAL IMPACT

The funding will be from the E-7 and D-3 project budgets.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

RESOLUTION NO. 025-2025

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PALM BEACH, PALM BEACH COUNTY, FLORIDA,
AWARDING A PURCHASE ORDER TO KIMLEY-HORN AND
ASSOCIATES, INC. FOR DESIGN OF D-3 STORMWATER
PUMP STATION GENERATOR AND E-7 WASTEWATER
PUMP STATION IMPROVEMENTS IN THE AMOUNT OF
\$161,850, APPROVING A CONTINGENCY IN THE AMOUNT OF
\$24,277 AND APPROVING A PROJECT BUDGET IN THE
AMOUNT OF \$186,127**

NOW, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH,
PALM BEACH COUNTY, FLORIDA, as follows:

Section 1. The Town Council of the Town of Palm Beach hereby approves Resolution No. 025-2025, awarding a purchase order to Kimley-Horn and Associates, Inc. for design of D-3 stormwater pump station generator and E-7 wastewater pump station improvements in the amount of \$161,850, approving a contingency in the amount of \$24,277 and approving a project budget in the amount of \$186,127.

Section 2. The Town Manager is hereby authorized to execute the Purchase Orders on behalf of the Town of Palm Beach for these improvements.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 4th day of March 2025

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, CMC, Town Clerk

Bridget Moran, Town Council Member



January 14, 2025

Dean Mealy
Town of Palm Beach
951 Old Okeechobee Road
Suite A
West Palm Beach, FL 33401

RE: *D-3 Generator Replacement and E-7 Liftstation Improvements*

Dear Dean,

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "CONSULTANT") is pleased to submit this proposal to The Town of Palm Beach ("TOWN" or "CLIENT") for providing professional engineering services related to the replacement of the D-3 Generator and mechanical and electrical improvements to the E-7 Liftstation in the Town of Palm Beach. Our project understanding, scope of services, and fee follows.

Project Understanding

It is understood that the Town is interested in replacing the D-3 generator and making improvements to the E-7 Liftstation in order to increase operational reliability. Items that will be addressed have been identified during the October 30, 2024 site visit to the D-3 generator and E-7 Liftstation with Town of Palm Beach Public Works staff. The improvements are anticipated to require a FDEP permit and a Town of Palm Beach Building permit. Below are the improvements identified for each site.

E-7 Liftstation

- Replace pumps and rails
- Replace bypass pipe, valve and cam-lok
- Rehabilitate wetwell and valve vault (new coating)
- Replace hatches in both the wetwell and valve vault with H-20 rated hatches
- Replace piping and valves within the valve vault and wetwell
- Replace odor control system
- Replace the electrical control panel
- Replace all conduits into the wetwell

D-3 Generator

- Replace generator with sound enclosure, base fuel tank, and generator foundation
- Replace generator access catwalk
- Replace ATS
- Replace Main Disconnect

Scope of Services

Task 1 – E-7 Odor Control Evaluation

We will evaluate up to three odor control systems for the E-7 liftstation. We will provide a summary of the technology the odor control systems utilize along with any ancillary systems that are required, such as a water service or compressed air source. We will outline advantages and disadvantages of the odor control system along with any regulatory requirements and direct benefits for employing the specific system. We will provide an opinion of probable construction cost for each odor control system. We will provide a decision-making criteria analysis. These criteria will apply a ranking the importance of various aspects of utilizing each odor control system. Each aspect will receive an unweighted value along with a corresponding score for each alternative considered. The total of these scores will create an overall ranking system to assist the Town with selecting an odor control system. Lastly, we will provide a technical memorandum that summarizes the information collected described above. We will meet with the Town to discuss the findings of the Technical Memorandum and receive direction for which odor control system to progress into design during Task 2.

Task 2 – Design Phase Services

We will attend a kickoff meeting with the Town to discuss the project goals. We will visit the sites two times to support the design services. Kimley-Horn will perform design services to prepare construction plans and specifications for the generator replacement and liftstation improvements suitable for construction and submittal to Palm Beach County Health Dept. and the Town's Building Department containing the following information:

1. Cover Sheet
2. Overall Site Plan
3. D-3 Demolition Plan
4. D-3 Site Plan
5. D-3 Elevations
6. D-3 Foundation Plan
7. D-3 Catwalk Framing Plan and Details
8. E-7 Demolition Plan
9. E-7 Site Plan
10. E-7 Wetwell and Valve Vault Sections and Details
11. E-7 Odor Control and Details
12. E-7 Wetwell Concrete Repair Details
13. Overall Electrical Site Plan
14. D-3 Electrical Demolition Plan
15. D-3 Electrical Equipment Plan
16. D-3 Oneline Diagram
17. D-3 I&C Diagram/Riser
18. D-3 ATS Replacement
19. D-3 Fuel Tank Sensors and wiring status signals

20. D-3 Branch Power Circuits for battery charger and heater
21. E-7 Electrical Demolition Plan
22. E-7 Electrical Equipment Plan
23. E-7 I&C Diagram/Riser
24. E-7 Control Panel Schematics
25. General Construction Details Sheet(s)
26. Technical Specifications

Electrical plans and specifications will be prepared by a subconsultant employed by Kimley-Horn. Kimley-Horn will prepare general civil, mechanical, and structural technical specifications. The site plans will be developed using the existing record drawings and field measurements. If it is determined that a survey is required during the permit approval process, we can provide this as an additional service.

We will submit plans and specifications for review at 60% and 90% completion stages, meet with the Town to review their comments, and accommodate one round of reasonable requests for revisions by the Town after each review. We will provide an opinion of probable construction cost at the 90% design stage and update this document with the final design submittal.

Task 2 – Permitting Services

Kimley-Horn will prepare and submit the appropriate Florida Department of Environmental Protection (FDEP) permit application with supporting documentation, reports, and computations for the Owner's signature and subsequent transmittal to the City of West Palm Beach and the Palm Beach County Health Department. We will respond to one (1) reasonable request for additional information (RAI) from the Health Department. The \$500 application fee is included within this task.

Task 3 – Bid Phase Services

Kimley-Horn will attend the pre-bid meeting, review the bid proposal from the apparent low bidder, and prepare a bid tabulation and memorandum to the Town containing our findings after our review of the bids. We will also assist the Town with responding to questions received from prospective bidders, if required. We will provide up to 5 signed and sealed copies of the construction documents for the Town to distribute to the selected contractor for permitting. We will respond to one round of reasonable comments from the building department after submittal by the Town/contractor, if required. We will provide an "Issued for Construction" set of construction documents incorporating permit comments and any revisions that occurred during the bid advertisement.

Additional Services

Any services not specifically provided for in the above scope, as well as any changes in the scope you request, will be considered additional services. These services will be performed based on proposals

approved by the Town prior to the performance of those requested additional services. Additional services we can provide include, but are not limited to, the following:

- Surveying and Mapping, Construction Layout
- Record Drawing data collection and development
- Field Engineering
- Off-site improvements
- Construction Phase Services

Information Provided By the Town

We shall be entitled to rely upon the accuracy of information provided by others in the performance of professional services. It is anticipated that the following items will need to be provided to Kimley-Horn by the Town during the project.

- Access to the site
- Available record drawings and data

Schedule

We will provide our services as expeditiously as practical to meet a mutually agreed upon schedule. It is understood these improvements are desired to be constructed in the summer of 2026.

Fee and Billing

Kimley-Horn will perform the services described in this Scope of Services on an hourly basis in accordance with our Contract with the Town. It is recommended that the following budgets be established for these services:

Task 1 – Odor Control Evaluation	\$ 9,250
Task 2 – Design Phase Services	\$133,000
Task 2 – Permitting Services	\$ 10,550
Task 3 – Bid Phase Services	\$ 9,050
Total	\$161,850

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc, which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" or "CLIENT" shall refer to The Town of Palm Beach.

We appreciate the opportunity to propose these services to you.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Jason Lee, P.E.
Vice President

Attachment

K:\WPB_Civil\General\Lee\Proposals\Palm Beach\D-3 Generator & E-7 Lift Station Improvements\D-3 Generator Replacement and E-7 Lift Station Improvements.docx

ESTIMATE FOR ENGINEERING SERVICES

PROJECT:	D-3 Generator Replacement and E-7 Liftstation Improvements						SHEET 1 of 1												
CLIENT:	Town of Palm Beach						FILE NO.												
ESTIMATOR:	JRL						DATE: 01/14/25												
							ALLOCA 0.0000												
DESCRIPTION:							DIRECT LABOR (MAN-HOURS)												
See Scope of Services							Principal Engineer	Chief Engineer	Sr. Eng Advisor	Sr. Prof. Eng	Reg. Prof	Engineer Intern	Analyst	Sr. Admin	Sr. Designer	SUB (C&W)	EXP	LINE TOTAL	
																		\$0	
E-7 Odor Control Evaluation																		\$0	
Coordinate with four odor control system representatives									1.0			3.0					\$29	\$756	
Review odor control technology employed									1.0			3.0						\$727	
Review requirements to install each odor control system									1.0			3.0						\$727	
Outline advantages and disadvantages									1.0			3.0						\$727	
Opinion of Probable Construction Cost									1.0			6.0						\$1,163	
Decision making criteria analysis									1.0			3.0						\$727	
Technical Memorandum							1.0		2.0			12.0						\$2,722	
Meeting with Town							1.0		3.0			3.0						\$1,702	
																		\$0	
Design Phase Services																		\$0	
Kickoff Meeting									3.0			3.0							\$1,307
Site Visit (2)									6.0			8.0					\$18	\$2,923	
Hydraulics Review/ Pump Selection							2.0		6.0			16.0						\$4,859	
Pump Selection / Supplier Coordination							2.0		6.0			16.0		2.0				\$5,111	
Wetwell and Hatch Selections / Supplier Coordination							1.0		4.0			16.0		2.0				\$4,136	
E-7 Top Slab Structural Design							1.0		4.0			8.0						\$2,720	
E-7 Odor Control Selection Calcs							2.0		6.0			16.0		2.0				\$5,111	
D-3 Generator Foundation Calcs							1.0		4.0			8.0						\$2,720	
D-3 Generator Catwalk Calcs							1.0		6.0			16.0						\$4,464	
Develop Construction Phasing Plan							2.0		6.0			4.0						\$3,112	
Construction Plans																		\$0	
Cover Sheet												1.0						\$146	
Overall Site Plan							1.0		3.0			8.0						\$2,430	
D-3 Demolition Plan									6.0			8.0						\$2,905	
D-3 Site Plan							1.0		6.0			16.0						\$4,464	
D-3 Elevations							1.0		3.0			12.0						\$3,012	
D-3 Foundation Plan							1.0		3.0			12.0						\$3,012	
D-3 Catwalk Framing Plan and Details							1.0		3.0			16.0						\$3,594	
D-3 Electrical Plans and Details							1.0		3.0			6.0			18000.00			\$20,138	
E-7 Demolition Plan									3.0			6.0						\$1,743	
E-7 Site Plan							1.0		6.0			24.0						\$5,629	
E-7 Wetwell Sections and Details							1.0		3.0			12.0						\$3,012	
E-7 Odor Control Details							1.0		3.0			12.0						\$3,012	
E-7 Wetwell Concrete Repair Details							1.0		3.0			8.0						\$2,430	
E-7 Electrical Plan and Details							1.0		3.0			6.0			10000.00			\$12,138	
General Construction Details							1.0		3.0			8.0						\$2,430	
Technical Specifications							1.0		16.0			24.0		8.0				\$9,536	
OPC									12.0			24.0						\$6,974	
60 and 90 review meetings and submittals							1.0		8.0			16.0		4.0				\$5,548	
Respond to comments and produce final plans							1.0		4.0			16.0		4.0				\$4,388	
																		\$0	
Permit Phase Services																		\$0	
Prepare Permit Application							1.0		2.0			4.0		1.0			\$46	\$1,729	
Prepare Supporting Documentation							1.0		2.0			4.0		2.0				\$1,809	
Permit Application Fee														2.0	750.00	\$500		\$1,502	
Submit to City of WPB												2.0		2.0				\$543	
Submit to PBCHD												2.0		2.0				\$543	
Respond to Comments							1.0		3.0			6.0		1.0				\$2,264	
Respond to TOPB Building Permit Comments									3.0			8.0		1.0				\$2,160	
																		\$0	
Bid Phase Services																		\$0	
Prepare Documents							1.0		2.0			8.0		2.0				\$2,391	
Attend Pre-Bid Meeting, attend field visits, prepare minutes									2.0			4.0		2.0	750.00	\$90		\$2,254	
Respond to Contractor RFIs									4.0			8.0		3.0				\$2,702	
Review Bids and prepare summary memorandum									4.0			2.0		2.0				\$1,703	
																		\$0	
																		\$0	
																		\$0	
TOTAL HOURS							33.0	0.0	175.0	0.0	0.0	430.0	0.0	42.0	0.0	29500	683		\$161,850.00
LABOR (\$/HOUR)							395.00	355.00	290.00	230.00	183.76	145.57	133.43	125.88	246.60	1.00	1.0		
ALLOCATION							0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
TOTALS							13,035.00	0.00	50,750.00	0.00	0.00	62,595.10	0.00	5,286.96	0.00	29,500.00	682.94		\$161,850.00

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 026-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a purchase order to Mock-Roos for design of A-43 wastewater pump station improvements in the amount of \$252,046, approving a contingency in the amount of \$37,806 and approving a project budget in the amount of \$289,852.

Presenter

Dean Mealy, II Procurement and Contract Manager

ATTACHMENTS:

- ▣ **Memorandum dated February 20, 2025 from Dean Mealy**
- ▣ **Resolution No. 026-2025**
- ▣ **Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 026-2025, awarding a purchase order to Mock-Ross for design of A-43 wastewater pump station improvements in the amount of \$252,046, approving a contingency in the amount of \$37,806 and approving a project budget in the amount of \$289,852

DATE: February 20, 2025

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 026-2025, awarding a purchase order to Mock-Ross for design of A-43 wastewater pump station improvements in the amount of \$252,046, approving a contingency in the amount of \$37,806 and approving a project budget in the amount of \$289,852.

SUMMARY EXPLANATION/BACKGROUND

The A-43 Wastewater Pump Station, originally constructed in 1962, is located at 3400 S Ocean Blvd on the Atriums of Palm Beach Condominium property. This station is a duplex wastewater pump station with a wetwell/drywell configuration within the building that houses electrical components. The station was identified as needing a major rehabilitation in the Wastewater Pump Station Condition Assessment. As part of the resiliency work that the Public Works department is doing on the wastewater and stormwater stations, the buildings at the pump stations are being evaluated for structural standing with current building codes and flood elevations. As part of the assessment, staff evaluated converting this wetwell/drywell type station to a submersible wastewater pump station that consists of a wetwell in the ground, a valve vault in the ground and rack-mounted, outdoor-rated electrical gear, generator and controls compared to hardening the building and raising critical components that now would conflict with the roof of the building. It was determined the most cost effective and safest alternative was to convert this station to a submersible type station. This is a common type of pump station in the industry that is safer and easier to maintain from an operating perspective. Mock Roos prepared a proposal to design plans to demolish the existing building at A-43 and convert the existing wetwell to be a submersible type wetwell pump station. The proposal includes all survey, permitting, design and bid phase services.

FUNDING/FISCAL IMPACT

Funding for this project will be from the A-43 and A-42 Project Budget.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

RESOLUTION NO. 026-2025

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PALM BEACH, PALM BEACH COUNTY, FLORIDA,
AWARDING A PURCHASE ORDER TO MOCK-ROOS FOR
DESIGN OF A-43 WASTEWATER PUMP STATION
IMPROVEMENTS IN THE AMOUNT OF \$252,046, APPROVING
A CONTINGENCY IN THE AMOUNT OF \$37,806 AND
APPROVING A PROJECT BUDGET IN THE AMOUNT OF
\$289,852**

NOW, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH,
PALM BEACH COUNTY, FLORIDA, as follows:

Section 1. The Town Council of the Town of Palm Beach hereby approves Resolution No. 026-2025, awarding a purchase order to Mock-Roos for design of A-43 wastewater pump station improvements in the amount of \$252,046, approving a contingency in the amount of \$37,806 and approving a project budget in the amount of \$289,852.

Section 2. The Town Manager is hereby authorized to execute the Purchase Orders on behalf of the Town of Palm Beach for these improvements.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 4th day of March 2025

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, CMC, Town Clerk

Bridget Moran, Town Council Member

Proposal to Provide Professional Engineering Services for
Town of Palm Beach
A-43 Wetwell/Drywell Conversion to a Submersible Lift Station

A. Project Description:

The A-43 Pump Station, originally constructed in 1962, is located at 3400 S Ocean Blvd on the Atriums of Palm Beach Condominium property. This station is a duplex wastewater pump station equipped with two 25 HP Fairbanks Morse dry pit submersible pumps. A third pump suction and discharge piping connection point exists in the drywell but is currently blind flanged with no pump installed.

The station's layout includes an electrical building situated above the below-grade drywell and wetwell. Access to the drywell is provided via a concrete staircase from the electrical room, while the wetwell is accessed using aluminum stairs from an exterior entrance on the east side of the building. The pumps, valves, and piping are all housed within the drywell. A single interconnected ventilation system with one blower serves both the wetwell and drywell, while the first-floor electrical room is ventilated with a wall exhaust fan.

The station operates with a 240V, 3-phase electrical service and is supported by an outdoor 125kW Generac generator within a sound-attenuated enclosure, installed in 2014. The RTU, located in the electrical room, communicates with the Town's SCADA system via radio, with its antenna pole mounted on the north side of the building. Additionally, a 1" water service provides potable water to the building. The last known improvement project was completed in 2014, focusing on generator and fuel piping replacement.

In May 2024, the Town of Palm Beach completed a pump station condition assessment for the A-43 Pump Station. The assessment identified the need for civil/mechanical, structural resiliency, and electrical upgrades, as most of the mechanical and electrical components will reach the end of their reliable service life within the next 10 years.

Based on the findings of the condition assessment and the resiliency requirements, the Town has elected to proceed with a full rehabilitation of the A-43 Pump Station. The scope of the rehabilitation includes converting the station from a dry well configuration to a wet well with electric submersible pumps. This conversion will save on rehabilitation cost, enhance operational reliability, improve maintenance access, reduce the visual impact, eliminate the need for confined space entry during pump maintenance, and extend the reliable service life of the station and its components. The project will also address electrical, structural, and ventilation system improvements to enhance the station's overall resilience and longevity.

The conversion of the existing wetwell/drywell to a submersible lift station will involve the following key design activities:

- **Site Drainage Enhancements:** Improvements will be made to the existing drainage system to provide site drainage for the improvements, directing runoff to the inlets on the west side of the pump station. Provide a water service connection with a backflow preventer.
- **Salvage, Demolition, and Removal:** The existing equipment and controls identified by the Town for salvage will be called out to be protected and transported to the Town. Structures and equipment not included in the rehabilitation will be demolished and removed.
- **Structural and Civil Modifications:** The existing above-grade building and floor slab will be removed. The remaining below-grade structure will be reinforced to meet current loading criteria and modified to accommodate new access points and structural loads.
- **Dry Well Modifications:** The equipment in the dry well will be removed, and the dry well will be partially filled. The upper section will be converted into a below-grade discharge gallery/valve vault.
- **Wet Well Modifications:** The top slab of the wet well will be replaced at grade with a new slab and hatches to access the submersible pumps. The wet well/dry well penetrations will be sealed, the wet well will be cleaned, a new bench will be installed, and the wet well will be coated. New level sensors and monitoring equipment will also be installed.
- **Discharge Pipe and Valve Modifications:** A portion of the discharge pipe will be removed and replaced to facilitate the installation of the new discharge gallery/valve vault. A station isolation valve will be installed with a bypass pump-out. Coordination with the Town of South Palm Beach (SPB) will be completed for a permanent emergency bypass pump-out connection to be installed in the adjacent SPB force main. The discharge pipe will be replaced from the pump station to the connection point with the existing force main on the west side of Ocean Boulevard. (The intent is to replace the entire original force main and tie into the recently installed force main west side of Ocean Boulevard, this connection location is assumed to be within 100-feet of the existing pump station.) Plug valves will be installed in the valve vault and for the forcemain. A flow measurement device will be installed as a requirement of the PBC Health Department Permit since the capacity of the station exceeds 350 GPM.
- **Pump Installations:** New electrical submersible pumps (duplex pump station) will be installed in the modified wet well. The station has operated for years in a built out condition. The existing pump curve will be used to select a new pump with approximately the same pump curve.
- **Electrical Installations:** Electrical controls will be installed adjacent to the station on an elevated platform to accommodate the December 2024 FEMA Flood Plain Map Revision. Integration with SCADA and remote monitoring systems will be included. A new rain gauge will be installed.
- **Backup Power and Ancillary Systems:** A new generator, fuel piping, and fuel tank will be installed. The generator and fuel system will be placed in a location that meets flood resiliency requirements. A new meter, disconnect, and automatic transfer switch (ATS) will be installed.
- **Site Restoration and Final Improvements:** Pavement restoration per FDOT requirements will be performed as required. Landscaping will be installed.

Mock•Roos will provide the Scope of Services outlined below.

B. Scope of Services:

Task 1 – Design Phase Services

1. Attend an onsite project kick-off meeting with the Town to review the scope of the conversion. During the onsite meeting, Mock•Roos will work with the Town to identify materials and equipment to be specified in the design for salvage and to be returned by the contractor for the Town's use. Mock•Roos team members will arrange and participate in up to two (2) meetings with Town staff and/or other stakeholders to discuss and coordinate various technical issues/topics related to this project.
2. Call in an 811-design ticket and coordinate with utilities listed on the design ticket to request records on infrastructure located within the project limits. Provide the services of a utility location firm to mark existing underground utilities horizontally within the project area that are identified using utility locates and Ground Penetrating Radar (GPR). Conduct up to five (5) soft dig test holes to verify critical utility locations.
3. Provide the services of a survey subconsultant licensed in the state of Florida to prepare a limited topographic survey of the pump station with sufficient data to prepare a basemap for the pump station and forcemain improvements. The survey limits will include a topographic survey of the roadway, covering a 100-foot width on each side of the project and extending from the west right-of-way to the east right-of-way. The perimeter of the existing building will be surveyed, along with surface features within the project area, including vegetation. Additionally, stormwater and sanitary sewer inlets and manholes will be located and documented, including invert elevations. The existing wet well configuration will also be surveyed and documented, with coordination required with the Town of Palm Beach for access. Based on the existing easement for the Pump Station and proposed improvements, an optional (\$650) sketch and legal description has been included for one parcel.
4. Prepare a base map using survey data, supplemented with field measurements and insights gathered from 811 utility coordination.
5. Review the SCADA data provided by the Town, along with the existing pump station settings. This will include an analysis of the contributing sanitary basin and consideration of any anticipated future improvements. Lift station calculations will be prepared, covering flow criteria, force main sizing, proposed elevations, static head, minor and friction losses, friction loss head, cycle times, flotation calculations, and the development of system and pump curves. These calculations are expected to be detailed enough to support the Town's application for a Palm Beach County Department of Health permit for the proposed improvements.
6. Prepare typical design calculations, drawings, specifications, and other required deliverables for Project components based on industry practice for such facilities to advance the Project design through 30-percent (for review/comment), Intermediate submittal coordination for specific components, 90-percent (for review/comment and Town Building Department submittal and Palm Beach County Department of Health Submittal) and 100-percent complete documents (for preapproved contractors). Review and coordination with Town staff shall be performed to confirm the proposed improvements are generally in accordance with the Town's Operation and Maintenance (O&M) goals.

7. Assist the Town in obtaining permits, from the Building Department, FDOT, and Palm Beach County Department of Health. Prepare and submit permit applications, as well as responding to agency comments and requests for additional information. ARCOM review is not anticipated.
8. Provide the design phase services of a professional surveyor (Brown and Phillips) to assist with the tasks above.
9. Provide the design phase services of an electrical engineer (C&W Engineering) to assist with the tasks above.
10. Provide the design phase services of a structural engineer (Kimley-Horn) to assist with the tasks above.
11. Provide the design phase services of a landscape architect (Kimley-Horn) to assist with the tasks above including landscape design and irrigation.
12. Provide services related to coordination and quality control of the project and project products. These services include general coordination with the Town, its consultants and internal reviews of deliverables, schedules, and project progress reports as necessary.

Task 2 – Bid Phase Services

1. Assist the Town in responding to RFI's pertaining to the project. Attend a pre-bid meeting at the Town's office followed by a site visit. Assist the Town to review and evaluate bid submittals for the project and attend a pre-award meeting, if requested. Provide the Town with a Letter of Recommendation for Award of the project.

Assumptions:

1. *The lift station's flow rate is expected to be greater than 350 GPM, and as such, a flow meter will be required in accordance with RSWF 42.8.*
2. *The existing wetwell is planned to be reused. If reuse is not feasible, an alternative scope for its replacement will be authorized.*
3. *It is anticipated that no additional easements will be required for the project. Stakeholder coordination will be completed by the Town.*
4. *It is anticipated that Mock•Roos will provide the Town with signed and sealed drawings for the Town to walk through the Town Building Department. No additional permits or ARCOM review is anticipated or included in this scope. Should ARCOM involvement be required, a scope amendment may be necessary. Landscape elevations will be provided to assist with the coordination on the project final look.*
5. *It is assumed that the existing wetwell can be modified to meet Hydraulic Institute standards and will not need to be replaced.*
6. *Town standard Flygt pumps will be used for the basis of the pump selection.*
7. *Per FEMA Flood Insurance Rate Map Panel 12099C0781G effective December 20, 2024, the Pump Station falls in Zone VE with a determined base flood elevation of 11.0 (NAVD 88) ~ 12.56 (NGVD 29). NGVD29=NAVD88+1.56'. Electrical control panels equipment will be elevated above this elevation. The Town Building Department will require equipment to be flood proofed or set to BFE +1'.*

C. Fee and Rates:

The total fee to provide the Scope of Services outlined above is estimated to be \$252,046, which includes \$93,806 of subconsultant services. Mock•Roos will complete the Scope of Services on an hourly basis at Mock•Roos' hourly rates, plus reimbursable expenses. See Attachment A for an estimate of hours.

D. Conditions:

This proposal is valid for 120 days from the date below. If the services are not authorized within this time frame, the fee is subject to revision.

MOCK•ROOS

Signed:  _____

Name: Garry G. Gruber, P.E.

Title: Senior Vice President

Date: February 18, 2025

Town of Palm Beach
A-43 Wetwell/Drywell Conversion to a Submersible Pump Station
EXHIBIT A
Mock•Roos PA#C4034.00

Task Description	Labor Categories						
	Principal Director	Senior Project Manager	Professional Engineer	Project Engineer III	Senior Administrative Assistant	Subconsultant Fees	Total
Labor Hourly Billing Rate	\$275.00	\$245.00	\$175.00	\$160.00	\$85.00		
Task 1 – Design Phase Services							
1 Kickoff meeting and Site Visit	2	16	16	4	4		\$ 8,250
2 Utility Coordination and Locates		2	6	20	2		\$ 4,910
3 Topographic Survey	2	2	4	10	2		\$ 3,510
4 Develop a Project Basemap	2	6	8	40	2		\$ 9,990
5 Lift Station Calculations	2	8	16	40	4		\$ 12,050
6 Design and Construction Drawings	16	64	118	240	36		\$ 82,190
7 Permits	4	10	26	28	10		\$ 13,430
8 Survey and Utility Locates (Brown and Phillips)		6				\$ 15,698	\$ 17,168
9 Electrical Engineering (C&W)		6				\$ 16,500	\$ 17,970
10 Structural Design Services (Kimley-Horn)		6	8			\$ 39,894	\$ 42,764
11 Landscaping Design Services (Kimley-Horn)		4	2			\$ 19,714	\$ 21,044
12 Project Management	12	24					\$ 9,180
Task 2 - Bid Phase Services							
1 Bid Phase Assistance (C&W and Kimley-Horn)	4	16	8		2	\$ 2,000	\$ 8,590
<i>Subtotal</i>	\$ 12,100	\$ 41,650	\$ 37,100	\$ 61,120	\$ 5,270	\$ 93,806	\$ 251,046
						Expenses	\$ 1,000
						(Hourly Not to Exceed) Project Total	\$ 252,046

January 23, 2025

Mr. John Cairnes, P.E.
Mock Roos Consulting Engineers
5720 Corporate Way
West Palm Beach, FL 33407

**Re: Town of Palm Beach Lift Station A-43 Rehabilitation - Topographic Survey
(in front of Atriums of Palm Beach Condominium located at 3400 South Ocean Boulevard)**

Dear John:

Thank you for the opportunity to provide you with the following services for the subject site. This proposal is based on documentation and information provided by your office. The scope of services is as follows:

SCOPE OF SERVICES

I. RIGHT-OF-WAY

We will compile information from existing plats and deeds (per the PAPA website) and prepare a project base map showing the existing right-of-way, known easements, and any pertinent parcel information abutting the right-of-way.

II. HORIZONTAL AND VERTICAL PROJECT NETWORK CONTROL

We will obtain horizontal and vertical control for this Project using information published by the Palm Beach County Survey Department utilizing State Plane Coordinates for horizontal control and the North American Vertical Datum of 1988 (NAVD 88) for vertical control.

III. TOPOGRAPHIC SURVEY

We will perform a topographic survey of the lift station, depicting the horizontal and vertical location of facilities at the lift station site such as wet well and inverts, valve vault, piping, control panels, fence perimeter, etc. We will make every effort to accurately measure the wet well diameter and identify the inverts to the wet well. The approximate limits of the survey are shown outlined in red on Attachment 'B'.

The survey will include the following from your email dated January 20, 2025:

- Identify utilities horizontally within project area with utility locates/GPR (see Item IV)
- Provide up to 5 soft dig test holes (see Item IV)
- Road topo for 100-ft each side of the project from the west right of way to the east.
- The existing building perimeter and surface features in the area including vegetation.
- Storm and sanitary inlets and manholes with inverts.
- The wetwell configuration (contact Town of Palm Beach for access)

- The drywell interior bottom footprint and elevation (Equipment and pipes in the wetwell shall be added to the basemap by Mock Roos).
- Identify known easements

IV. TREE SURVEY

We will locate native trees 4 inches in diameter or larger. Trees will be measured at breast height, and palms will be measured at clear trunk height. Hedges and ground cover will not be located or shown on the survey. Exotic trees such as Melaleuca, Brazilian pepper and Australian pine will not be located or shown on the survey. We will identify the various types of trees located on this site based on common knowledge of tree species. A qualified landscape architect should be employed for positive identification of tree species. We will then produce a drawing showing all the trees located. We will provide you with signed and sealed hard copies and an AutoCAD file of the trees located.

V. UNDERGROUND UTILITIES

We will scan and target the underground utilities that service the site. We will then locate the designated utilities and add them to the survey. In addition, we will perform up to five (5) test holes at locations provided by you. We will then field locate the test holes and add the elevations of the pipes (x, y, and z) to the test hole reports.


VI. PARCEL SKETCHES AND LEGAL DESCRIPTIONS (OPTIONAL SERVICES)

If a utility easement is required, we will prepare a sketch and legal description. The sketch will be based on record ownership data and record plats provided by Palm Beach County and will be consistent with the requirements of the Town of Palm Beach and Florida Standards of Practice. We have estimated one (1) parcel for this project at \$650.00 each, totaling \$650.00.

VII. CLOSURE

A drawing will be produced which will show all the features located. We propose to provide Mock Roos with a digitally signed PDF file, and an AutoCAD file of the topographic survey drawing. We will perform the scope of services for a **lump sum fee of \$11,482.50 for the survey** (\$8,482.50 for the survey and \$3,000.00 for utility targeting) **plus \$3,565.00 for up to five (5) test holes and \$650.00 for a legal description and sketch** (optional), see Attachment 'A' for an estimated hourly breakdown. Please do not hesitate to call me with any questions you might have regarding this proposal. We look forward to working with you on this project.

Brown & Phillips, Inc.


John E. Phillips III, P.L.S.
Principal

Attachment

JEP/mb

This Proposal accepted this ____ day of _____, 2025

By: _____
Mock Roos Consulting Engineers

Print Name: _____

Title: _____



BROWN & PHILLIPS, Inc.

PROFESSIONAL SURVEYING SERVICES

ATTACHMENT 'A' (1 of 2)

Town of Palm Beach Lift Station A-43 Rehabilitation

Type of Survey: Topographic

Size:

Date: January 23, 2025

TASK	SURVEY CREW	CADD TECH	SURVEY TECH	PLS	COMMENTS
Meetings and Coordination				1	
Horizontal Project Network Control	5		8	1	Set control points and establish R/W
Vertical Project Network Control	5		1		Establish onsite benchmarks
Tie In Improvements and Cross Sections	8		2		Locate above ground features, incl. native trees over 4" diameter, cross sections & spot elevs.
Asbuilt	10		2	1	Obtain asbuilt data
Underground Utilities	2		0.5		Field locate flagged utilities
Drawing		12	3	2	Prepare topographic survey
Total Hours:	30	12	16.5	5	
Rate/Hour	\$150.00	\$105.00	\$115.00	\$165.00	
Subtotal:	\$4,500.00	\$1,260.00	\$1,897.50	\$825.00	
Total Labor Cost:					\$8,482.50

Direct Costs:

Utility Targeting Services

quantity

1.5

unit

days

cost/unit

\$2,000.00

total

\$3,000.00

Total Direct Costs:

\$3,000.00

TOTAL PRICE FOR SURVEY:

\$11,482.50



BROWN & PHILLIPS, Inc.
P R O F E S S I O N A L S U R V E Y I N G S E R V I C E S

ATTACHMENT 'A' (2 of 2)

Town of Palm Beach Lift Station A-43 Rehabilitation

TASK - Test Holes	SURVEY CREW	CADD TECH	SURVEY TECH	PLS	COMMENTS
Locate test holes	4		1		Field locate test holes (x,y,z)
Drawing		2	0.5	0.5	Prepare test hole reports and add test hole information to survey
Total Hours:	4	2	1.5	0.5	
Rate/Hour	\$150.00	\$105.00	\$115.00	\$165.00	
Subtotal:	\$600.00	\$210.00	\$172.50	\$82.50	
Total Labor Cost:					\$1,065.00

Other Direct Costs:

	<u>quantity</u>	<u>unit</u>	<u>cost/unit</u>	<u>total</u>
SUE Test Holes	5	each	\$500.00	\$2,500.00

Total Other Direct Costs: **\$2,500.00**

TOTAL COST FOR TEST HOLES: **\$3,565.00**

Optional Services:

Legal Description & Sketch	1	each	\$650.00	\$650.00
----------------------------	---	------	----------	----------

Total Optional Services: **\$650.00**

TOTAL PRICE **\$15,697.50**

C & W engineering Inc.

Consulting Engineers – Electrical • HVAC • Plumbing

6903 Vista Parkway North, #10
West Palm Beach, FL 33411
(561) 642-5333

January 14, 2025

Mr. John Cairnes, P.E.
Mock Roos and Associates
5720 Corporate Way
West Palm Beach FL 33407

Subject: Town of Palm Beach A-43 Pump Station Rehabilitation
Electrical Design Proposal
C&W Ref. 256801

Dear John:

I am pleased to submit this proposal for your consideration to provide Electrical Design Engineering Services for the Town of Palm Beach A-43 Pump Station. The proposal scope is to provide design to convert the existing pump station into a wetwell pumping station. Raised electrical equipment that is erected above the flood zone to meet resiliency requirements. The existing pump station's wetwell would be kept operational and be used for bypass during the construction. The proposed design is based on the following:

1. Reuse existing power company point of power service.
2. Design new service, meter, main disconnect and pump control panel (rack mounted) that meets flood elevation requirements, including elevated platform for maintenance and code compliance. All equipment shall be NEMA 4X stainless steel.
3. Include outdoor rated ATS switch and reuse the existing 125kW outdoor generator and Convault diesel fuel tank. Generator may need to be placed on an elevated platform to meet flood elevation requirements.
4. Provide RTU telemetry based on Town's SCADA pack PLC system.
5. Provide new wetwell level controls (floats and Contegra or similar Level Transmitter).
6. Provide new raceways and wire as required.
7. Provide pump station control panel with built-in MTS switch and generator receptacle to provide additional resiliency in the event pump station generator fails.

8. Provide new grounding as required.
9. Provide terminal j-boxes as required for resiliency
10. Provide new area light (switched controlled).

ELECTRICAL DESIGN

C&W Engineering will provide Electrical Engineering to prepare documents suitable for bidding, construction and permitting.

Coordination

- Mock Roos and Associates
- Owner
- Field Coordination
- 1 Meeting with Owner

Prepare Drawings

- Site Plan with details on equipment demolition
- Detailed Plan with new and existing equipment
- Online Diagram
- Control Systems design with new control panel
- ATS and generator equipment
- Conduit and Wire Design
- Elevation details as needed for new equipment elevation
- Electrical Schedules
- Electrical and Schematics
- Site light and other details as may be required

Prepare Technical Specifications

- Electrical General Requirements
- Basic Materials and Methods
- ATS and reuse generator equipment
- Pump Station Control Panel
- Pump Station PLC RTU Panel
- Other Specs as may be required

Provide a 30%, 90% and Final Opinion of Cost

Attend review meeting at 30%, 90% and final

Construction phase services are not included in this proposal, and these would be provided at a later time.

BIDDING SERVICES

Attend a Prebid meeting
Respond to bidder questions and issue clarifications
Help review bids once these are turned in.

ELECTRICAL DESIGN FEE:	\$16,500 lump sum.
<u>BIDDING SERVICES FEE:</u>	<u>\$ 2,000 lump sum.</u>
TOTAL FEE	\$18,500 lump sum

I trust the scope and fee are in agreement with your needs and expectations.
Please contact me with questions or comments. Thanks for this opportunity.

Very truly yours,

C&W Engineering Inc.



Michael Guida, P.E.

CC:JLR/nl/file



February 14, 2025

John Cairnes, P.E.
Mock, Roos & Associates, Inc.
570 Corporate Way
West Palm Beach, FL 33407

Re: A-43 Wastewater Lift Station Rehabilitation –Structural Engineering and Landscape Services

Dear Mr. Cairnes,

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this letter agreement (the "Agreement") to Mock, Roos & Associates, Inc. ("Client") for providing engineering services for the above referenced project.

Project Understanding

The Client will be performing engineering design services as prime consultant to the Town of Palm Beach ("Town") for the rehabilitation of the A-43 wastewater Lift Station in Palm Beach. Kimley-Horn will be providing structural engineering services and landscape design services as a sub-consultant to the Client. The existing lift station consists of a split underground structure with an influent wet well side and a pump dry well side. Atop the underground structure is the electrical building. The project will reconfigure the lift station and repurpose the existing dry well into the new wet well. Depending on the storage requirements, the new wet well will either consist of the repurposed existing drywell or a precast structure will be inserted into the existing dry well. New penetrations may also be added through the structural wall dividing the existing wet and dry well to facilitate flow in the new configuration. The existing electrical building will be demolished. The electrical controls will be placed above the flood elevation and require a maintenance platform for access. The existing wet/dry well top slab will be demolished and reconstructed in a new configuration. The existing generator will also be elevated above the flood elevation. In addition to the structural elements associated with the lift station rehabilitation, the Client has also requested landscape services be provided. Landscape services will consist of a landscape plan to add a screening hedge along South Ocean Boulevard to shield the electrical/controls as well as the generator.

Scope of Services

Task 1 – A-43 Lift Station - Structural Design Services

Kimley-Horn will attend a kickoff meeting with the Town and the Client. Kimley-Horn will perform one (1) site visit to review the condition of the wet well structure interior and to quantify the extent of the repairs to be addressed in the repair documents in the event the existing dry well is repurposed into the new wet well. Site visits will include two (2) Kimley-Horn staff members. Kimley-Horn will require assistance from the Town for a confined space entry. The Town shall provide operations staff, an entry

supervisor, ventilation and gas detection equipment, and extraction equipment. Kimley-Horn will provide personal protection equipment for any Kimley-Horn staff entering the confined space.

Kimley-Horn will perform design services to prepare improvement/rehabilitation plans and specifications for the A-43 Wastewater Lift Station. We will review record information provided by the Town.

Kimley-Horn will prepare structural calculations that consist of the following:

- Structural calculations for the modified generator support structure
- Structural calculations for the electrical equipment maintenance platform(s)
- Structural calculations for the proposed wet well top slab
- Structural evaluation of wet well walls for removal of top slab
- Structural evaluation of the existing wet/dry well under proposed configurations with penetrations through existing divider wall

Lift Station improvement/rehabilitation drawings and technical specifications will be provided to the Client for incorporation into the contract documents suitable for construction and submittal to the Town's Building Department containing the following information:

- Structural notes and specifications
- Structural site plan
- Structural rehabilitation plan and details for the existing wet well and dry well
- Structural plan and details for new wet well top slab
- Structural details for the modified generator support structure
- Structural plan and details for the electrical equipment maintenance platform
- Structural details

Project Submittals will include a 90% submittal (for review/comment and Building Department submittal), and Final Bid Documents for bidding by the Town. A maintenance platform to access the generator is not included within this scope of services. Opinions of probable construction cost for the structural improvement/repair elements will be provided at the 90% and Final submittals. We will provide signed and sealed plans for submittal to the Building Department and address up to one round of reasonable Building Department comments.

Task 2 – A-43 Lift Station - Landscape Architecture Services

Kimley-Horn will provide landscape architectural services for screening electrical equipment and above ground generator along South Ocean Boulevard at the A-43 Lift Station. A Kimley-Horn landscape architect will attend one kick off meeting with the Client and Town to discuss the project landscaping goals. We will visit the site to review and inventory the existing landscape. Landscape architecture services are limited to the following:

- Preparation of schematic design (Pre 90%) of proposed planting improvements for initial coordination
- Attend up to two meetings with the Town to coordinate planting improvements
- Prepare construction documents for proposed improvements based on the Town feedback received during schematic coordination including:
 - Tree Disposition Plans
 - Landscape Plans
 - Landscape Details and Notes
 - Irrigation Plans
 - Irrigation Details and Notes

Project Submittals will include a 90% submittal (for review/comment and Building Department submittal), and Final Bid Documents for bidding by the Town. Opinions of probable construction cost for the proposed landscape elements will be provided at the 90% and Final submittals. We will provide signed and sealed plans for submittal to the Building Department and address up to one round of reasonable Building Department comments.

Kimley-Horn will prepare up to two visuals (elevation and/or plan view) for the Town to present at the ACROM meeting.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. Services that we can provide are as follows:

1. Utility Coordination
2. Public involvement/public outreach
3. Design and detailing of temporary sheet pile walls or cofferdams
4. Mechanical Engineering
5. Hydraulic Engineering
6. Civil Engineering
7. Permitting Assistance beyond what is described in the scope of services
8. Bid Phase Services
9. Construction Phase Services
10. ARCOM Meeting attendance

Information Provided by Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

1. Field reports completed by the Client

2. Existing As-Built plans
3. Existing Tree Survey
4. Coordination of meetings for the project
5. AutoCAD borders/CADD standards for the project
6. AutoCAD base files for the pump station and outfall structure, if available
7. Access to the site

Fee and Expenses

Kimley-Horn will perform the scope of services for the total lump sum fee of \$59,609. All permitting, application, and similar project fees will be paid directly by the Client.

Task 1 – A-43 Lift Station - Structural Design Services	\$39,894
<u>Task 2 – A-43 Lift Station – Landscape Architecture Services</u>	<u>\$19,714</u>
Total	\$59,609

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Consultant" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to Mock, Roos & Associates, Inc.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

_____ Please email all invoices to _____

_____ Please copy _____

If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute both copies of this Agreement in the spaces provided below, retain one copy, and return the other to us. We will commence services only after we have received a fully-executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



By: Jerry Piccolo, P.E.
Project Manager

Attachment – Standard Provisions

**Mock, Roos & Associates, Inc.
A Corporation**

By:

_____, President/Vice President

(Date)

(Print or Type Name)

(Email Address)

Attest:

_____, Secretary/Assistant Secretary

(Print or Type Name)

ESTIMATE FOR ENGINEERING SERVICES

PROJECT:	A-43 Wastewater Lift Station Rehabilitation										SHEET	1 of 1
CLIENT:	Mock-Ross & Associates, Inc.										FILE NO.	
ESTIMATOR:	JP3										DATE:	02/14/25
											ALLOCA	0.0000
DESCRIPTION:	DIRECT LABOR (MAN-HOURS)											
See Scope of Services	Principal Engineer	Chief Engineer	Senior Engineer	Senior Prof. Eng.	Reg. Prof. Engineer	Eng. Int.	Technician	Admin/Clerical	Senior Designer	SUB	EXP	LINE TOTAL
TASK 1 - A-43 Lift Station - Structural Design Services												\$39,894
Kick off meeting			2.0		2.0							\$792
Site Visit/Wetwell review (A-43)			5.0		5.0							\$1,979
Structural Calculations												
Elevated Generator Support Structure			2.0		6.0							\$1,451
Electrical Equipment Maintenance Platform			4.0		16.0							\$3,561
Wet Well Top Slab			2.0		6.0							\$1,451
Evaluate wet well walls for top slab removal	1.0		6.0		18.0							\$4,660
Evaluation of existing wet well for penetrations through divider wall	1.0		4.0		12.0							\$3,209
Plan Preparation												
General Structural Notes and Specifications			1.0		2.0	4.0						\$1,088
Structural Site Plan			2.0		4.0	8.0						\$2,176
Wet well Rehabilitation Plan and Details			2.0		4.0	8.0						\$2,176
Wet Well Top Slab Details			2.0		6.0	16.0						\$3,560
Existing Wet well divider wall modification details			2.0		3.0	8.0						\$2,011
Generator Support Structure Plan and Section			1.0		3.0	8.0						\$1,780
Electrical Equipment Maintenance Platform Framing, Sections, and Details			2.0		6.0	18.0						\$3,824
Misc Structural Details			4.0			8.0						\$1,979
90% and Final submittals			2.0			6.0		1.0				\$1,346
90% and Final OPC			2.0			6.0						\$1,253
Building Department Submittal/Comments			2.0			6.0		1.0			\$250	\$1,596
TASK 2 - A-43 Lift Station - Landscape Architecture Services												\$19,714
Kick off meeting			2.0		2.0							\$792
Site Visit			5.0		5.0							\$1,979
Schematic Design - Pre-90%			1.0		2.0	6.0						\$1,352
Plan Preparation - 90%												
Tree Disposition Plan			1.0		2.0	4.0						\$1,088
Landscape Plan			2.0		4.0	8.0						\$2,176
Landscape Details and Notes			1.0		2.0	4.0						\$1,088
Irrigation Plan			2.0		4.0	8.0						\$2,176
Irrigation Details and Notes			1.0		2.0	4.0						\$1,088
Meetings (2)			6.0			6.0						\$2,178
Final Submittal			2.0			6.0		1.0				\$1,346
90% and Final OPC			2.0			6.0						\$1,253
Building Department Submittal/Comments			1.0			2.0						\$495
ARCOM Graphic Preparation			2.0		4.0	12.0						\$2,703
												\$0
TOTAL HOURS	2.0	0.0	75.0	0.0	120.0	162.0	0.0	3.0	0.0	0	\$250.00	\$59,609
LABOR (\$/HOUR)	\$307.28	\$293.55	\$231.09	\$200.85	\$164.80	\$131.84	\$149.71	\$92.80	\$162.15	1.00	1.0	
ALLOCATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	
TOTALS	\$615	\$0	\$17,332	\$0	\$19,776	\$21,358	\$0	\$278	\$0	\$0	\$250	\$59,609

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 028-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, awarding a Purchase Order to Kimley-Horn and Associates, Inc. to provide professional engineering services associated with development of design plans related to the proposed intersection improvements for Bradley Place Roadway Improvements in the amount of \$174,306.02, approving a contingency in the amount of \$26,145 for a total project budget in the amount of \$200,451.

Presenter

Dean Mealy, II Procurement and Contract Manager

ATTACHMENTS:

- ▣ **Memorandum dated February 20, 2025 from Dean Mealy**
- ▣ **Resolution No. 028-2025**
- ▣ **Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 028-2025, awarding a Purchase Order to Kimley-Horn and Associates, Inc to provide professional engineering services associated with development of design plans related to the proposed intersection improvements for Bradley Place Roadway Improvements in the amount of \$174,306.02, approving a contingency in the amount of \$26,145 for a total project budget in the amount of \$200,451.00.

DATE: February 20, 2025

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 028-2025, awarding a Purchase Order to Kimley-Horn and Associates, Inc to provide professional engineering services associated with development of design plans related to the proposed intersection improvements for Bradley Place Roadway Improvements in the amount of \$174,306.02, approving a contingency in the amount of \$26,145 for a total project budget in the amount of \$200,451.00.

SUMMARY EXPLANATION/BACKGROUND

The Town sought a proposal from Kimley-Horn and Associates, Inc. (KHA) to restripe and reduce the lane widths on Bradley Place between Royal Poinciana Way and Sunset Avenue and to widen Bradley Place to the east between Sunset Avenue and Sunrise Avenue to provide a dedicated northbound right turn lane.

The Scope of Services for this proposal consists of the following:

- Roadway Design Plan Preparation
- Lighting Exhibit Preparation
- Utility Coordination
- Permitting
- Bid Phase Services
- Additional Services - The following services are not included in the scope of services but can be provided as additional services if authorized by the Client. Compensation for additional services will be agreed to prior to their performance.

- Additional Survey
- Plan revisions outside of those described in the above tasks
- Additional permits outside of those described in the above tasks
- Utility relocation plans
- Technical Specifications Package
- Pavement Design
- Drainage Pipe Video and Inspection § Attendance at additional meetings or at public hearings
- Preparation of emergency vehicle pre-emption plans

KHA was requested to provide an estimate for the total cost of design and construction for this project. The estimate is \$600,000. The construction cost is not currently budgeted in the Capital Improvement Fund.

FUNDING/FISCAL IMPACT

Funding for the design project will be reallocated from A-5 Royal Poinciana Way Sanitary Sewer System. The original project for A-5 project has an allocation of \$2,500,000 in the FY25 Capital Improvement Plan.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

Attachment – Proposal from KHA

RESOLUTION NO. 028-2025

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PALM BEACH, PALM BEACH COUNTY, FLORIDA,
AWARDING A PURCHASE ORDER TO KIMLEY-HORN AND
ASSOCIATES, INC TO PROVIDE PROFESSIONAL
ENGINEERING SERVICES ASSOCIATED WITH
DEVELOPMENT OF DESIGN PLANS RELATED TO THE
PROPOSED INTERSECTION IMPROVEMENTS FOR
BRADLEY PLACE ROADWAY IMPROVEMENTS IN THE
AMOUNT OF \$174,306.02, APPROVING A CONTINGENCY IN
THE AMOUNT OF \$26,145 FOR A TOTAL PROJECT BUDGET
IN THE AMOUNT OF \$200,451**

NOW, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH,
PALM BEACH COUNTY, FLORIDA, as follows:

Section 1. The Town Council of the Town of Palm Beach hereby approves Resolution No. 028-2025, awarding a Purchase Order to Kimley-Horn and Associates, Inc to provide professional engineering services associated with development of design plans related to the proposed intersection improvements for Bradley Place Roadway Improvements in the amount of \$174,306.02, approving a contingency in the amount of \$26,145 for a total project budget in the amount of \$200,451.

Section 2. The Town Manager is hereby authorized to execute the Purchase Orders on behalf of the Town of Palm Beach for these improvements.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 4th day of March, 2025

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, CMC, Town Clerk

Bridget Moran, Town Council Member



February 14, 2025

Mr. Dean Mealy
Town of Palm Beach
951 Old Okeechobee Boulevard, Suite A
West Palm Beach, Florida 33401

Re: *Bradley Place Roadway Improvements*
 Town of Palm Beach, Florida

Dear Mr. Mealy:

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this agreement to the Town of Palm Beach ("the Client", "Town" or "You") for providing professional engineering services associated with development of design plans related to the proposed improvements along Bradley Place between Sunrise Avenue and Royal Poinciana Way in the Town of Palm Beach, Florida.

Project Understanding

It is our understanding that the Town desires to restripe and reduce the lane widths on Bradley Place between Royal Poinciana Way and Sunset Avenue and to widen Bradley Place to the east between Sunset Avenue and Sunrise Avenue to provide a dedicated northbound right turn lane. We have prepared this agreement to prepare roadway design plans.

Scope of Services

Task 1 – Roadway Design Plan Preparation

The roadway and intersection improvement design will begin on Bradley Place just north of Royal Poinciana Way and extend to Sunrise Avenue. Kimley-Horn will develop roadway design and prepare roadway and intersection improvement plans at a scale of 1" = 40' (11"x17" PDF) to implement the improvements to Bradley Place. These improvements entail milling and resurfacing to restripe Bradley Place from Royal Poinciana Way to Sunset Avenue to provide four 11' travel lanes (southbound right turn, southbound through, northbound through and a combined northbound through and right turn lanes) and an 11' loading zone lane on the east side of the road. The improvements also include milling and resurfacing with 4' of widening on the east side of Bradley Place from Sunset Avenue to Sunrise Avenue to provide four 10' travel lanes (southbound through, southbound left turn, northbound through and a northbound right turn lanes). The existing sidewalk along the east side of Bradley Place from Sunset Avenue to Sunrise Avenue will be reduced in width to 6' and the rest of the existing sidewalk will remain. Final plans will utilize survey planimetrics for background that was recently received from Avirom and Associates, Inc. Design cross sections at 50' intervals to confirm grading limits and details. Pavement structure will match the existing pavement design and what is shown in the Standards Applicable to Public Rights-of-Way and Easements Within the Town of Palm Beach document.

It is understood that the Town owns and maintains the right-of-way for Bradley Place, Sunset Avenue and Sunrise Avenue. All improvements will remain within Town right-of-way. The improvements will avoid impacts to any landscaping or hardscaping aspects of Bradley Park.

Kimley-Horn will review existing conditions within Bradley Place right-of-way and modify existing drainage systems to account for the proposed roadway changes. Proposed drainage modifications will maintain existing drainage patterns and receiving systems. Drainage analysis does not include stormwater modeling of any system or area outside the project's limits of construction. New storm water ponds and/or dry detention areas are not proposed in this drainage scope due to lack of right-of-way. It is expected that water quantity attenuation measures for this project will not be required since runoff will continue to discharge into the same existing water bodies. We will prepare working drainage maps to show existing and proposed drainage improvements in plan view. We will prepare drainage structure cross sections at locations of proposed structures to show utility conflicts and to evaluate solutions. It is not expected that improvements to existing outfalls will be required under this project. The scope does not include analysis of existing systems outside of the project limits, which may include areas outside the roadway or outfalls extending beyond Bradley Place right-of-way.

Kimley-Horn will coordinate with the Town to develop traffic control notes. Contractor will be required to submit their own traffic control plans for review and approval by the Town prior to construction.

The FDOT Standard Specifications will be followed for the design of the intersection improvements. Any specifications outside of the FDOT Standard Specifications will be included as part of the phase submittals.

Kimley-Horn will prepare signing and marking plans at a scale of 1" = 40' (11"x17" PDF) to address re-establishment of pavement markings as a result of the proposed roadway and intersection improvements. Standards will be according to the Manual on Uniform Traffic Control Devices (MUTCD) and FDOT Standard Plans (latest edition). Kimley-Horn will show required notes and details for items that deviate from published standards.

Kimley-Horn will submit 60% Plans to the Town of Palm Beach Public Works Department and attend one plan review meeting with Town staff. Kimley-Horn will address the comments provided by the Town and implement the comments into the final 100% plans.

Kimley-Horn will prepare an Opinion of Probable Construction Cost (OPC) for each submittal. Kimley-Horn has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on information known to the Consultant at this time and represent only the Consultant's judgement as design professionals familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Kimley-Horn will conduct collect and review as-built documents of the existing facilities. Kimley-Horn will conduct one site visit to observe the field conditions that may influence the design.

This task also includes activities related to initiating, planning, executing, controlling, and closing the project. Kimley-Horn will attend an initial kick-off meeting to review project elements, scope and schedule. Additionally, Kimley-Horn will communicate with designated Town staff (via phone, teleconference, email, etc.) to provide coordination between designated Town staff and the designer. Provision, monitoring, and updating of the schedule of services being provided is also included.

Kimley-Horn will attend the scheduled project meetings virtually as described below during the design phase of the project:

- Project kick off meeting (1)
- Design progress submittal meetings (up to six (6))

Sheet List:

- Key Sheet
- Summary of Pay Items
- General Notes
- Roadway Plans (up to 2 sheets)
- Cross Sections at 50' intervals
- Miscellaneous Construction Details
- Drainage Details
- Traffic Control Notes
- Signing and Pavement Marking Plans (up to 2 sheets)

Deliverables:

- 60% Submittal and Permit Plans – 11"x17" PDF Format
- Final Submittal 100% Plans – 11"x17" PDF Format
- Opinion of Probable Construction Cost

Task 2 – Lighting Exhibit Preparation

Kimley-Horn will assist the Town with the lighting photometric analysis by utilizing light fixture information based on FPL LED Lighting Solutions. Kimley-Horn will perform two (2) site lighting designs including one (1) corridor lighting analysis and one (1) intersection lighting retrofit based on the selected fixture in accordance with 2018 Florida Greenbook lighting criteria. The photometric analysis will be based on a post top light fixture and pole selected by the Town of Palm Beach from FPL LED Lighting Solutions. The photometric analysis will account for existing street lighting provided by FPL. Based on the photometric analysis approved by the Town, additional deliverables include a lighting design memorandum documenting pedestrian lighting. The lighting memorandum will include design criteria, photometric results and supporting documentation.

Kimley-Horn will prepare, and coordinate lighting layout exhibits with FPL to allow FPL to design the lighting system. Kimley-Horn will use utility information obtained in Task 3 to review the light pole locations for constructability. This coordination will include one round of comment incorporation from FPL. FPL will provide the completed plans to be included as part of the bid package for the Town's

selected contractor to implement. FPL will install lights, wires, and pull permits and work directly with the Town. FPL will provide Kimley-Horn with quantities for conduits and pullboxes corresponding to their completed plans to be included with in the overall project quantity table for bidding.

Task 3 – Utility Coordination

Due to the location of existing above ground and below ground utilities along the proposed roadway and intersection improvement areas, utility coordination and relocation is anticipated. A design ticket will be called into Sunshine 811 so that utility companies having infrastructure in the area can be identified. Available record drawings and data for the project area will be collected and reviewed to assess impacts on the roadway design. Kimley-Horn will continue to coordinate and provide plan sheets to utility agency owners (UAO's) to identify their existing and proposed facilities and to determine if they have compensable rights; request estimates from UAO's of any compensable rights and include it in the project's cost from Task 1. Coordination with the Town's Phase 8 Underground Conversion project will be performed to determine if accommodations or adjustments need to be made to the improvements for Bradley Place and/or Phase 8 Undergrounding so both projects can be implemented. Based on UAO's marked plans, confirm existing utilities in the roadway design are shown in the provided survey base file. Construction plans for relocation of any utilities can be performed as additional services once the conflicts are determined. Conduct up to one combined utility coordination meetings and three (3) meetings with individual UAOs to resolve potential conflicts.

Prepare potential conflict matrix and provide with progress plans to UAOs. Coordinate resolution of utility conflicts and request utility relocation schedules from UAO's. Once construction commences, the Town will be responsible for providing the contractor with the completed utility relocation schedules to ensure any relocation work will occur concurrently with construction. Kimley-Horn can assist with the coordination of the utility relocation schedules as additional services once the project progresses to construction.

Task 4 – Permitting

Since no widening that creates an additional traffic lane for vehicular traffic is anticipated, we anticipate that the proposed improvements can be exempt from a SFWMD Environmental Resource Permit per F.A.C. Section 62-330.051 under the following conditions:

(4) Bridges, Driveways, and Roadways

(c) Minor roadway safety construction, alteration, maintenance, and operation, provided:

1. There is no work in, on, or over wetlands other than those in drainage ditches constructed in uplands;
2. There is no reduction in the capacity of existing swales, ditches, or other systems legally in existence under Chapter 403 or Part IV of Chapter 373, F.S.;
3. All work is conducted in compliance with subsection 62-330.050(9), F.A.C.; and
4. The work is limited to:
 - a. Sidewalks having a width of six feet or less;
 - b. Turn lanes less than 0.25 mile in length, and other safety-related intersection improvements; and
 - c. Road widening and shoulder paving that does not create additional traffic lanes and is

necessary to meet current, generally accepted roadway design and safety standards.

Although this project may be exempt from permitting, we will need to demonstrate to the District that the proposed improvements will not increase authorized discharge and decrease in required retention/detention.

Kimley-Horn has no control over the actions of jurisdictional agencies and is not a party to agreements between the Client and others. Accordingly, professional opinions as to the status of permits and entitlements or the suitability for a specific purpose herein and professional opinions as to the probability and timeframe for approvals are made on the basis of professional experience and available data. Kimley-Horn does not guarantee that the outcome of permits and entitlements or suitability will not vary from its opinions. Because its opinions are based upon limited site investigation and scope of services, Kimley-Horn does not guarantee that all issues affecting the site have been investigated.

No other permit agency submittals are included in this scope of services other than those identified above. If permits are issued for this project, the conditions and expiration dates are the sole responsibility of the Town. Kimley-Horn is not responsible for extending time limited entitlements or permits.

It is understood the permit application fees will be paid for directly by the Town and are not included as part of this scope.

Deliverables: SFWMD Permit Exemption Letter

Task 5 – Bid Phase Services

We will attend the pre-bid meeting and provide answers to questions during the bidding process. We will review the bid proposal of the apparent low bidder and provide a summary memo of our findings. It is understood that the Town will administer the bidding process in-house.

Additional Services

The following services are not included in the scope of services but can be provided as additional services if authorized by the Client. Compensation for additional services will be agreed to prior to their performance.

- Additional Survey
- Plan revisions outside of those described in the above tasks
- Additional permits outside of those described in the above tasks
- Utility relocation plans
- Technical Specifications Package
- Pavement Design
- Drainage Pipe Video and Inspection
- Attendance at additional meetings or at public hearings
- Preparation of emergency vehicle pre-emption plans

- Traffic counts to determine initial signal timings
- Preparation of additional plan sets
- Post Design Services

Schedule

We will provide our services as expeditiously as practical to meet a mutually agreed upon schedule.

Fee And Billing

Kimley-Horn will perform the services described in this Scope of Services for the above tasks on an hourly basis in accordance with our Contract with the Town. We recommend that a budget of \$174,306.02 be established for the project. A breakdown of this fee is attached to this proposal.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc., dated December 5, 2024, which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" or "CLIENT" shall refer to The Town of Palm Beach.

If you concur in all the foregoing and wish to direct us to proceed with the services, please notify us by providing a purchase order for the scope and fees described above.

We appreciate the opportunity to propose these services to you.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

By:



Kevin Schanen, P.E.
Sr. Vice President



Adam B. Kerr, P.E.
Project Manager

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Consent - Other

Agenda Title

Budget Calendar for FY26 Budget Process

Presenter

Bob Miracle, Deputy Town Manager - Finance and Administration

ATTACHMENTS:

- ▣ **Memorandum Dated February 13, 2025, from Bob Miracle, Deputy Town Manager - Finance and Administration**
- ▣ **Calendar**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Bob Miracle, Deputy Town Mgr – Fin and Admin

Re: Budget Calendar for FY26 Budget Process

Date: February 13, 2025

STAFF RECOMMENDATION

Staff recommends that the Town Council approve the proposed FY26 budget calendar.

GENERAL INFORMATION

The attached budget calendar for FY26 includes all significant deadlines and meetings that are planned for the budget process. These include both State mandated actions (e.g. the special Town Council meeting in July and public hearings in September) and the Town's self-directed actions. Items requiring Town Council action are highlighted in green on the calendar.

The dates for the public hearings in September are tentative and are subject to change based on the dates of the County and School Board public hearings. Significant dates during the budget process include:

- **July 10, 2025** – Town Council meeting to review Town staff proposed FY26 budget and Initial Resolutions Adopting Special Non-Ad Valorem Assessments.
- **September 10, 2025 at 5:01pm** – First public hearing on tentative budget and proposed tax rate.
- **September 23, 2025 at 5:01pm** – Second public hearing on budget and proposed tax rate.

Staff looks forward to working with the Mayor and Town Council on the FY26 budget.

Attachment

jll

cc: Department Directors
Carolyn Stone, Deputy Town Manager – Business Enterprise and Culture
Joanne O'Conner, Town Attorney

FY2026 Proposed Budget Calendar

IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY

18 - Finance to distribute FY26 Budget instruction

MARCH

17 - Submit initial CIP Requests to PW, IT Requests to IT, Reorganization/Reclassification Requests to HR

31 - All Budget Information submitted to Finance

APRIL

14 - TM's Initial Review of IT Budget

15 - TM's Initial Review of PZB Budget

18 - TM's Initial Review of Rec Budget + Marina & Golf Enterprise Fund Budgets

21 - TM's Initial Review of Fire-Rescue Budget

24 - TM's Initial Review of Police Department Budget

28 - TM's Initial Review of Public Works, Capital, and Coastal Budgets

MAY

1 - TM's Review of TMO, Finance, Risk & ERF Budgets

5 - TM's Review of P&C / Health / OPEB

31 - Property Appraiser Issues Preliminary Property Values

JUNE

7 - Proposed Budget Document Pages Finalized in Gravity for Finance

30 - Notice from Property Appraiser of Preliminary Certification of Taxable Value

JULY

Week of 1st - Distribution of Proposed FY26 Budget Document

10 - TC Meeting to Consider Proposed FY26 Budget, LTFP and Initial Resolution(s) Adopting Special Non-Ad Valorem Assessments

AUGUST

Week of 11th - Notice of Proposed Property Taxes mailed from PB Property Appraiser

SEPTEMBER

10 (5:01 PM) - TC Meeting First Public Hearing to Approve Tentative Budget Proposed Tax Rate for FY26 and Final Resolution(s) Adopting Special Non-Ad Valorem Assessments

23 (5:01 PM) - TC Meeting Second Public Hearing to Adopt FY26 Budget & Tax Rate

OCTOBER

6 - Resolution Adopting Final Millage Rate Forwarded to Property Appraiser & Tax Collector and Certificate of Compliance sent to Department of Revenue & EDR Report Due



TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Consent - Other

Agenda Title

Request by the City of West Palm Beach for Town Sponsorship in the Amount of \$12,000 for the City's 4th on Flagler Event.

Presenter

Kirk W. Blouin, Town Manager

ATTACHMENTS:

- ▣ **Memorandum Dated February 20, 2025, from Kirk Blouin, Town Manager**
- ▣ **Fourth on Flagler West Palm Beach Request**
- ▣ **Sponsorship Benefits**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

To: Mayor and Town Council

From: Kirk W. Blouin, Town Manager

Re: Request for the City of West Palm Beach

Date: February 20, 2025

GENERAL INFORMATION

The City of West Palm Beach is requesting the Town serve as an official sponsor of their 4th on Flagler July 4th Celebration. The attached letter dated February 12, 2025, from Cinde Martin, Marketing Consultant for the City of West Palm Beach, identifies benefits of sponsorship.

The Town has previously sponsored this event, including last year at \$12,000. This year's celebration with the fireworks is also being televised live on WPBF 25 News.

FUNDING/FISCAL IMPACT

If Town sponsorship of the 4th on Flagler event is approved by the Town Council, the \$12,000 cost for this sponsorship will be expended from the FY2025 budget.

Attachments

KB:js

cc: Bob Miracle, Deputy Town Manager Finance and Administration



"The Capital City of the Palm Beaches"

February 10, 2025

Mr. Kirk Blouin, Town Manager
Town of Palm Beach

Subject: Request for Continued Sponsorship for 4th on Flagler Celebration

Dear Mr. Blouin,

As the 4th of July approaches, we are once again preparing for our Independence Day festivities, and we would like to express our sincere gratitude for the Town of Palm Beach's ongoing support of the 4th on Flagler celebration. Your contribution each year has been invaluable, and we are truly appreciative.

Last year's event was an incredible success, drawing a huge crowd and creating great memories for all. We were thrilled to have WPBF 25 broadcast the *Project CommUNITY Fireworks from Home* special, a 30-minute live program that allowed Palm Beach County residents and beyond to experience our fireworks display from the comfort of their homes. We are excited to produce the event on Friday, July 4th, and look forward to another live TV broadcast this year.

Because of the continued success and impact of this celebration, we are respectfully requesting that the Town of Palm Beach again serve as a sponsor. As Palm Beach County's largest July 4th fireworks display, we are confident that this year's celebration will be spectacular. We are requesting a \$12,000 donation to support the event.

Attached, you will find an outline of the benefits the Town of Palm Beach will receive as a continued partner of 4th on Flagler. Please feel free to contact me if you have any questions or need further information. We look forward to the opportunity to work together again on the City of West Palm Beach's 4th of July celebration.

Sincerely,
VIA EMAIL
Cinde A. Martin
Marketing Consultant

"An Equal Opportunity Employer"



**OFFICIAL SPONSORSHIP
Town of Palm Beach**

FRIDAY, JULY 4, 2025

Attendance approximately 100,000+

Join the City of West Palm Beach for South Florida's largest and best Fourth of July Celebration. This year's celebration will mark 4th on Flagler's 38th year! We are so proud that 4th on Flagler has become the largest, free community celebration in Palm Beach County. This year, as always, we invite the Town of Palm Beach and its residents to join us in providing this community celebration for all residents.



Benefits include:

- Right to a Corporate Display Areas; one (1) 10x10 tent on Flagler Drive
- Media Recognition
 - Corporate Inclusion in select radio ads to run on Hubbard Radio West Palm Beach
- Website Inclusion
- Collateral Inclusion on 4th on Flagler Collateral
- Prominent Signage at Event; Inclusion on all Sponsor Boards
- VIP Ticket Package for Event; VIP is located along the Seawall across from the Great Lawn this year
 - 1 VIP Parking Pass
 - 14 Tickets to the VIP Hospitality Area
- Right to pre and post event promotions (with City's prior approval)
- First right of refusal

PACKAGE VALUE - \$ 20+K ANNUALLY

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Board/Commission Annual Report

Agenda Title

Annual Report of the Investment Advisory Committee

Presenter

Christopher Storkerson, Chair

ATTACHMENTS:

- ▣ **Annual Report of the Investment Advisory Committee**
- ▣ **Monthly Investment Report - November 2024**
- ▣ **Investment Portfolio**
- ▣ **TOPB OPEB (Flash Report)**
- ▣ **OPEB Financial Report - September 30, 2024**
- ▣ **1% Sales Tax Quarterly Report December, 2024**
- ▣ **2025 Meeting Schedule**



Town of Palm Beach Investment Advisory Committee

To: Mayor and Town Council

From: Mr. Christopher Storkerson, Chairman
Investment Advisory Committee

Date: January 24, 2025

Subject: Annual Report to Mayor and Town Council

On behalf of the Investment Advisory Committee, I am pleased to provide the following report on the current status of the investments and actions taken during the past year by the Investment Advisory Committee.

The Investment Advisory Committee is responsible for overseeing the investment of the Town's surplus funds and the OPEB trust investments. The Committee was also charged with the oversight of the 1% Sales Surtax proceeds. A copy of the most recent quarterly report for the 1% Sales Surtax is attached.

Surplus Fund Investments

The Town's surplus funds are managed by PFM Asset Management, the Florida Education Investment Trust (FEITF), and the Florida League of Cities Investment Trust, and the Town holds investments in Certificates of Deposit. The total balance of core investments as of November 30, 2024, was \$200,759,497.

PFM Asset Management

The Town's total investment with PFM represents approximately 21.65% of the total core portfolio. PFM 1-5 Year Actively Managed Portfolio one year return is 5.85%.

Florida League of Cities Bond Funds

The Florida League of Cities Investment Trust (FMIvT) has 20.46% of the Town investments; a total of \$41.1 million. \$12.2 million is with the Florida League of Cities Investment Trust 0-2 year and \$28.9 million is in 1-3 year bond fund and \$19,058 is in the Intermediate Bond fund. The FMIvT 0-2 year fund has returned 5.42%, the 1-3 year fund returned 5.68% and the intermediate fund returned 6.41% for the one year period ended November 30, 2024.

Certificate of Deposits

The Town had a total of \$34.7 million in three Certificate of Deposits with a one-year return of 5.35%. The current CDs holding had a weighted duration of .70 years.

Short Term Investments

The Town has approximately \$81.5 million in short term investments in FL PALM (23.03%), a Bank United Money Market account (13.39%) and a TD Bank MMA account (4.17%) for a total of 40.59% of the portfolio. The one-year return of FL Palm is 4.19%.

Health Insurance (OPEB) Trust

The Committee oversees the investment of the assets of the Health Insurance (OPEB) Trust. The asset classes and actual and policy target allocation for the Health Insurance Trust as of December 31, 2024, are shown below:

Asset Class	Actual Allocation	Target Allocation
Domestic Equity	42.2%	40%
International Equity	9.3%	10%
Non-Traditional Assets	0.9%	3%
Fixed Income	35.6%	35%
Real Estate	8.4%	10%
Liquid Capital	3.7%	2%

Attached is a summary of the investments in the Health Insurance (OPEB) Trust and the quarterly returns as of November 30, 2024. For the one-year period ending November 30, 2024, the fund returned 17.55%. The return for the fiscal year ending on September 30, 2024, was 20.36%. The actuarial assumption for this trust is 5%. The funding status as of September 30, 2023, is 110.57%. This funding status will be updated as of September 30, 2024, later this month.

The market value of the portfolio as of December 31, 2024, was \$44,238,579. Mariner Consulting oversees the investments for this trust. The current money managers and investment benchmarks for the trust are shown below:

Manager

Vanguard Russell 3000 Index
American Funds Europacific Growth Fund
Pear Tree Polaris Foreign Value
Vanguard Developed Markets Index
Crescent Direct Lending Levered Fund II
Vanguard Total Bond Market Index Fund
Galliard Intermediate Core Fund
PIMCO Diversified Income Bond Fund
Intercontinental US REIF
Principal Enhanced Property Fund
Government STIF 15

Investment Benchmark

Russell 3000 Index
MSCI AC World ex USA Net Index
MSCI EAFE Net Index
Vanguard Spliced Developed ex US Index
HFRI Fund-of-Funds Strategic Index
Barclays US Aggregate Index
Bloomberg interned aggregate Index
Bloomberg Global Credit
NCREIF Fund Index
NCREIF Fund Index
Citigroup Treasury Bill 3 Month Index

Financial Report

The attached Financial Report contains a balance sheet and income statement for the OPEB Trust Fund. The attached report is as of September 30, 2024.

General Information

The current members of the Investment Advisory Committee include:

Name:	Term Expires
Chris Storkerson, Chairman	May 2025
Kathleen Anderson	May 2026
Lloyd Mc Adams	May 2025
Jacqueline Elizabeth de Sanctis	May 2026
Annette Geddes	May 2025

During the past 12 months the committee has held 3 meetings.

The next meeting of the Committee is scheduled for Friday, March 21, 2025, at 2:30pm. Mariner Consulting and PFM Asset Management will discuss the performance through December 31, 2024. A 2025 meeting schedule is attached to this report.



TOWN OF PALM BEACH

Finance Department

To: Mayor and Town Council
Via: Kirk Blouin, Town Manager *KB*
From: Robert Miracle, Deputy Town Manager *RM*
Date: February 4, 2025
Subject: Monthly Investment Report – November 2024

Attached you will find the Town's Investment Report for November 2024.

The table below summarizes the fiscal year to date returns for Town investments.

	Market Value	\$ Return FYTD	% Return FYTD	Benchmark
Core Investments	\$200,759,497	\$814,050	-0.20%	-0.43%
OPEB Trust*	\$44,238,579	NA	1.74%	1.47%
Total overseen by Investment Advisory Committee	\$244,998,076			
Retirement Fund*	\$314,370,209	NA	1.76%	4.48%

*Preliminary returns reported as of November 30, 2024

The blended total investment return for the Town's Core Investments is 0.38%% for the month, 5.59% annualized.

The schedules on pages 8 and 9 report the performance results for the OPEB and Retirement Funds for November 2024.

I can be reached at extension 6330 with questions regarding this report.

CC: Investment Advisory Committee

RM/ml

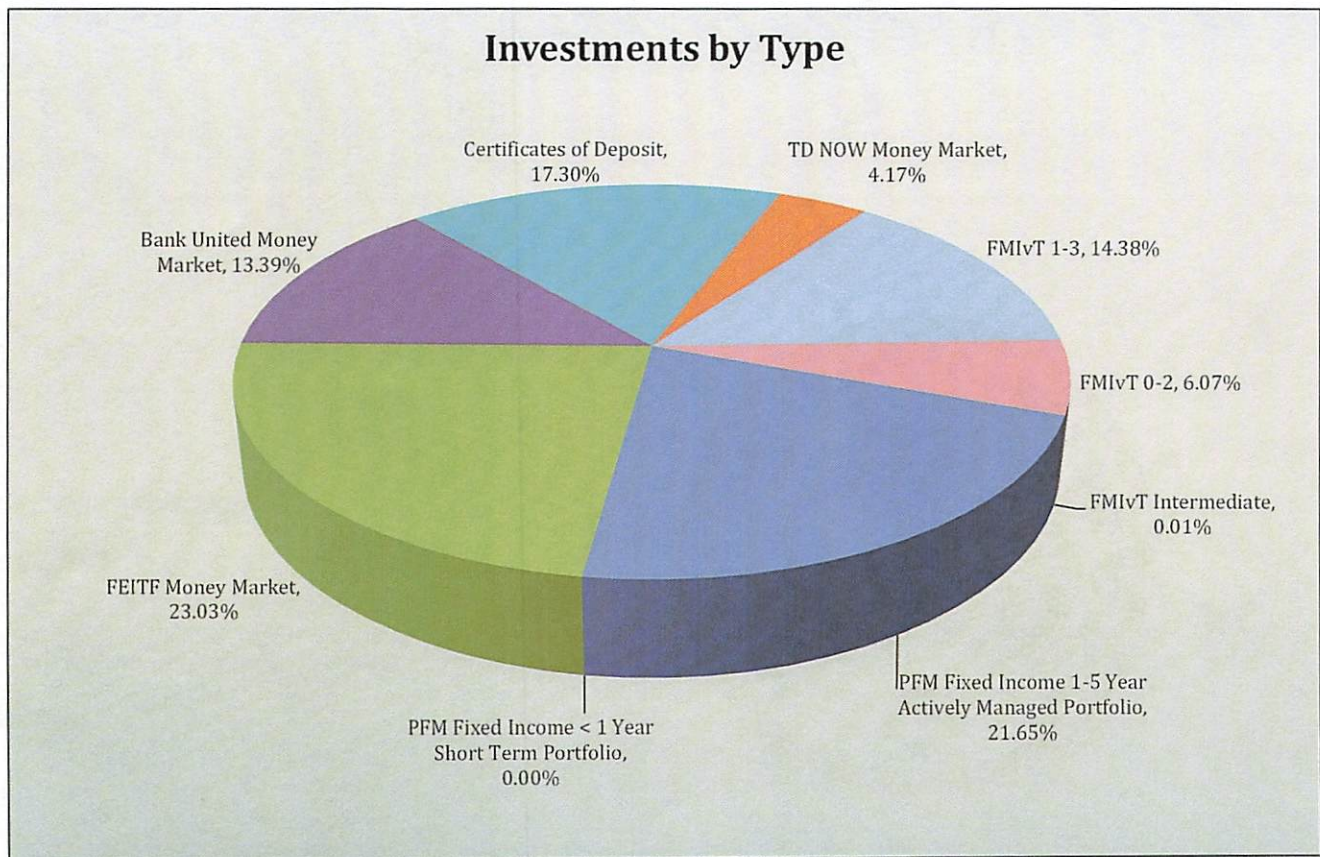
Town of Palm Beach

Investment Portfolio Performance



November 2024

Investment	November-24 Balance	November-24 Return	2025 Fiscal YTD (2 mo.)	2024 Fiscal YTD (2 mo.)	2024 Fiscal (12 mos.)
Core Investments					
PFM Fixed Income 1-5 Year Actively Managed Portfolio	\$ 43,466,666	\$ 219,288	\$ (218,907)	\$ 703,744	\$ 2,962,501
PFM Fixed Income < 1 Year Short Term Portfolio	-	25,386	49,401	202,146	376,934
FL PALM/TD Custody Money Market	46,228,182	162,396	347,133	515,922	3,005,747
Bank United Money Market	26,878,080	93,430	194,186	211,984	1,291,821
TD Bank NOW Account	8,366,987	25,071	51,834	79,146	374,046
Certificates of Deposit	34,732,831	135,850	271,700	225,233	2,420,596
FMIvT 0-2	12,195,451	43,123	52,521	118,678	649,429
FMIvT 1-3	28,872,240	109,352	(27,089)	330,983	1,765,413
FMIvT Intermediate	19,058	154	(214)	335	1,333
Total Core Investments	\$ 200,759,497	\$ 814,050	\$ 720,566	\$ 2,388,171	\$12,847,820



Portfolio Total Return vs. Benchmark

Core Investments	November-24 Monthly	2024 Fiscal YTD (2 mo.)	2023 Fiscal YTD (2 mo.)	1 Year	3 Years	5 Years
Long Term Core Investments Total Return Performance (Discretionary)						
PFM Fixed Income 1-5 Year Actively Managed Portfolio	0.50%	-0.46%	8.18%	5.85%	1.27%	1.58%
Merrill Lynch 1-5 Year U.S. Treasury/Agency Index	0.38%	-0.70%	7.44%	5.02%	0.66%	1.09%
Certificates of Deposit (a)	0.42%	0.83%	5.44%	5.35%	3.77%	N/A
Merrill Lynch 1 Year Treasury Index	0.28%	0.25%	5.95%	5.01%	2.59%	N/A
FMIvT 0-2	0.35%	0.43%	6.13%	5.42%	3.31%	2.45%
ICE BofA ML 1 Yr Treasury Note	0.26%	0.24%	5.88%	4.99%	2.59%	1.96%
FMIvT 1-3	0.37%	-0.08%	7.16%	5.68%	2.24%	2.01%
BOA Merrill Lynch 1-3 Year Govt Index	0.28%	-0.30%	6.75%	5.00%	1.34%	1.40%
FMIvT Intermediate High Yield	0.83%	-1.12%	4.53%	6.41%	2.00%	0.85%
Barclays Int G/C ex BAA+ABS+MBS	0.84%	-1.22%	10.16%	6.28%	-0.72%	0.39%
Town's Long Term Core Investments Total Return Performance	0.43%	-0.20%	6.31%	5.13%	1.17%	1.23%
Total Return Blended Benchmark Performance (b)	0.33%	-0.43%	5.76%	4.41%	0.82%	0.99%
(a) The monthly return for the Certificates of Deposit is a weighted average monthly yield. The yield is the maximum return the Town can earn if held to maturity.						
(b) The blended benchmark includes the Merrill Lynch 1 Year U.S. Treasury Index, Merrill Lynch 1-5 Year U.S. Treasury/Agency Index, Merrill Lynch 1-3 Year Gov't Index, and the Barclays Capital HQ Intermed Agg.						
Short Term Portfolio Yield to Maturity at Cost Performance (Non-Discretionary)	Annualized Yield	Annualized Fiscal YTD (12 mo.)	Prior Fiscal YTD (12 mos.)	1 Year	3 Years	5 Years
PFM Fixed Income < 1 Year Short Term Portfolio Yield to Maturity at	0.00%	0.00%	N/A	4.19%	N/A	N/A
Cost S&P GIP Government 30 Day Index (c)	0.00%	0.00%	N/A	4.00%	N/A	N/A
(c) Short Term Benchmark changed to the Standard & Poor's LGIP30D represents Government Investment Pools Index.						

Money Market Fund Total Return Performance	Monthly November-24	1 Year	3 Years	5 Years
Florida Public Assets for Liquidity Management	4.83%	5.50%	N/A	N/A
iMoneyNet Money Market Fund Index	4.61%	5.24%	N/A	N/A

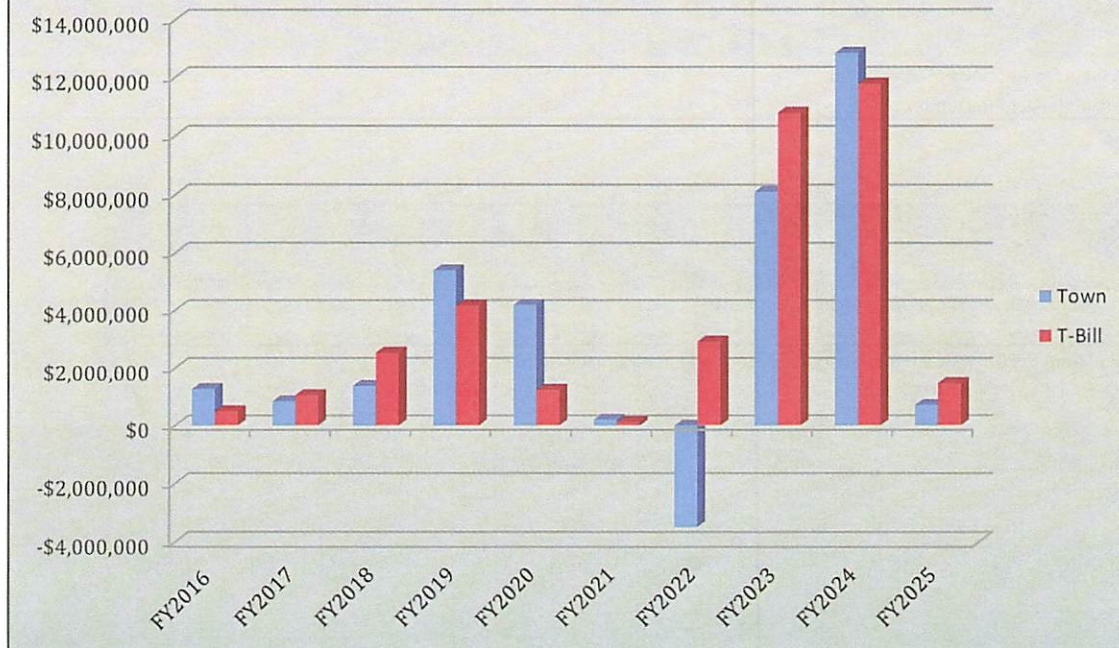
Total Investment Return	Monthly November-24	2024 Fiscal YTD (2 mo.)	Fiscal YTD Annualized	1 Year
Blended rate including both short and long term investments, excluding 2013 bond funds	0.38%	0.36%	5.59%	5.09%

*PFM began calculating the Town's Total Investment Return starting January of 2017

Total Investment Return History

Fiscal Year	Town's Total Return	Estimated Return - 6 Month TBill	Difference
FY2016	1,276,858	504,712	772,146
FY2017	849,246	1,060,160	(210,914)
FY2018	1,380,900	2,531,526	(1,150,627)
FY2019	5,399,637	4,169,137	1,230,500
FY2020	4,191,142	1,246,291	2,944,851
FY2021	209,313	123,369	85,945
FY2022	(3,482,536)	2,917,683	(6,400,219)
FY2023	8,118,249	10,795,863	(2,677,614)
FY2024	12,847,821	11,789,563	1,058,258
FY2025	720,565	1,477,631	(757,066)
Total	\$ 33,018,119	\$ 36,769,004	\$ (3,750,885)

Town's Total Return History vs. 6 Month Treasury Bill



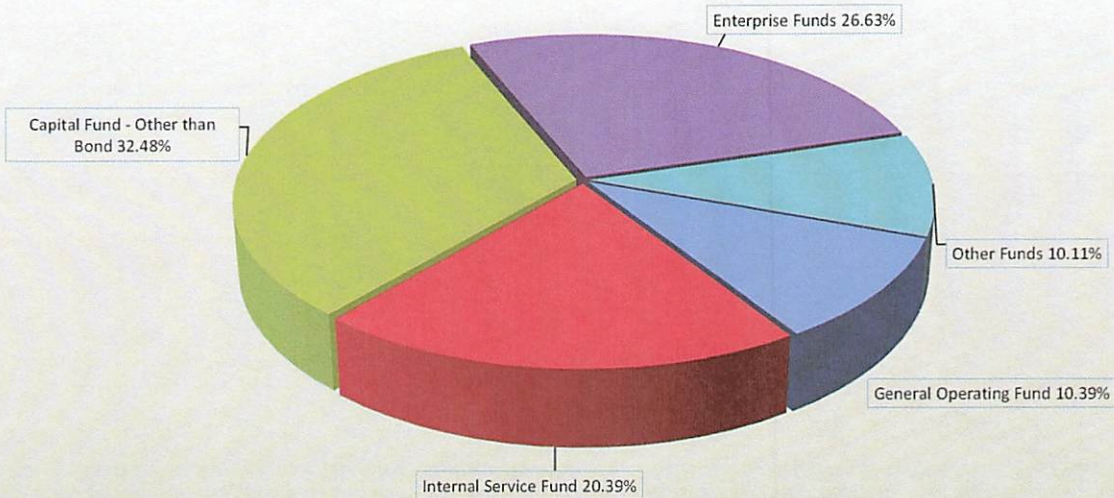
Town's FY2024 Monthly Investment Return vs 6-Month Treasury Bill

Period	Investment Balance	Town's Monthly Total Return	6 Month T-Bill Rate	Estimated Return - 6 Month T-Bill	Difference
Oct-24	\$ 199,954,979	\$ (93,485)	4.43%	738,167	\$ (831,652)
Nov-24	200,759,497	814,050	4.42%	739,464	74,586
Dec-24				-	-
Jan-25				-	-
Feb-25				-	-
Mar-25				-	-
Apr-25				-	-
May-25				-	-
Jun-25				-	-
Jul-25				-	-
Aug-25				-	-
Sep-25				-	-
Total		\$ 720,565		\$ 1,477,631	\$ (757,066)

Portfolio Composition by Source of Funds

Investment	General Operating	Capital	Internal Service	Enterprise Funds	Other Funds	Total
Non-Bond Funds						
PFM Fixed Income: 1-5 Year		31,450,707	12,015,959			43,466,666
PFM Fixed Income: < One Year		-				-
Money Market	6,923,801	5,779,581	14,831,138	44,064,069	9,874,662	81,473,250
Certificates of Deposit	13,929,283	10,376,129			10,427,419	34,732,831
FMIvT Fixed Income: 0-2 Year		5,223,185	4,180,053	2,792,213		12,195,452
FMIvT Fixed Income: 1-3 Year		12,365,683	9,896,105	6,610,452		28,872,240
FMIvT Fixed Income: Intermediate		8,162	6,533	4,363		19,058
Total	20,853,084	65,203,447	40,929,788	53,471,097	20,302,081	200,759,497

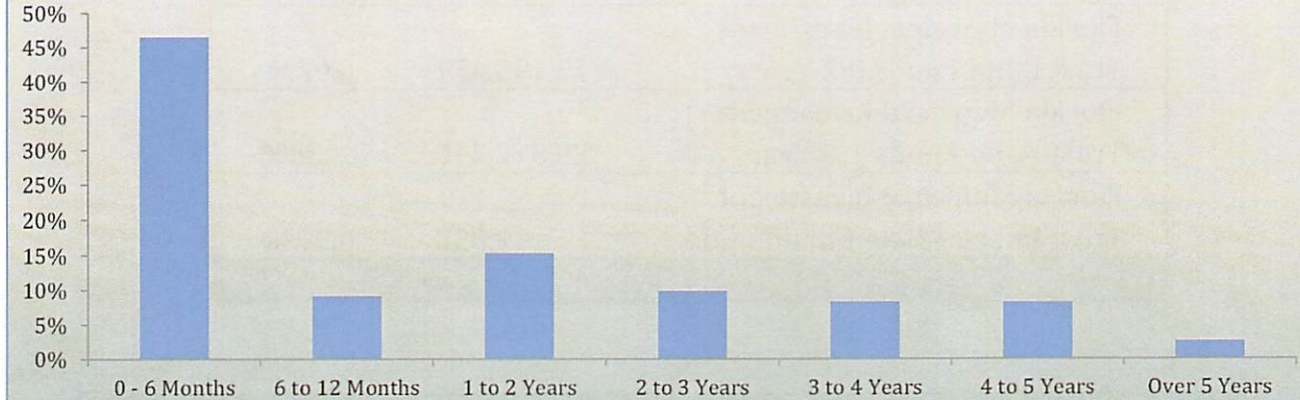
Source of Funds



Portfolio Distribution by Maturity

	PFM Investments	Money Market Accts.	FMIvT 0-2 Year	FMIvT 1-3 Year	FMIvT Intermediate	Certificates of Deposit	Total
Core Investments							
0 - 6 Months	\$252,107	\$81,473,249	\$629,526	\$559,546	\$191	\$10,427,419	\$93,342,039
6 to 12 Months	1,747,360	-	2,330,538	376,340	0	13,929,283	18,383,521
1 to 2 Years	7,776,187	-	4,576,651	8,045,947	762	10,376,129	30,775,676
2 to 3 Years	9,432,267	-	3,189,311	7,252,275	1,334	-	19,875,187
3 to 4 Years	12,405,387	-	1,002,621	3,243,876	1,715	-	16,653,599
4 to 5 Years	11,123,120	-	105,060	5,307,717	4,384	-	16,540,281
Over 5 Years	730,240	-	361,746	4,086,539	10,673	-	5,189,198
Total Core Investments	\$43,466,668	\$81,473,249	\$12,195,451	\$28,872,240	\$19,059	\$34,732,831	\$200,759,499

Maturity Distribution - Core Investments

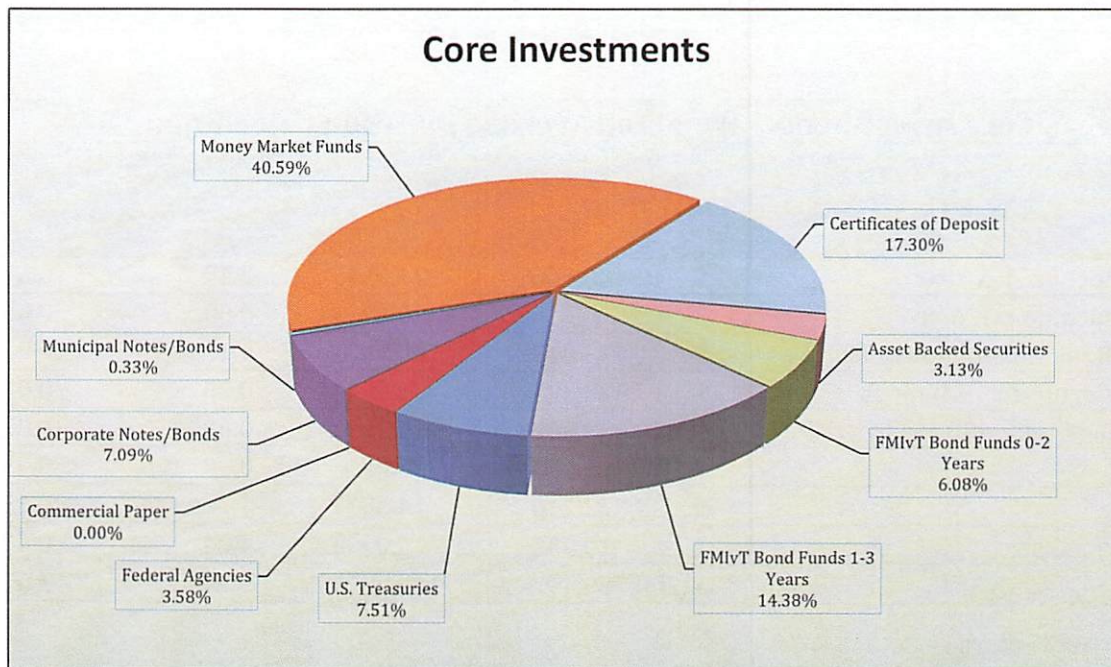


Core Investments - Weighted Average Duration Calculation

Investment	Market Value	% of Portfolio	Duration (Yrs)	Weighted Avg. Duration (Yrs)
PFM Fixed Income 1-5 Year	\$ 43,466,666	21.65%	2.49	0.54
PFM Fixed Income < 1 Year	\$ -	0.00%	0.00	0.00
FEITF/TD/Bank United Money Market	\$ 81,473,249	40.58%	0.17	0.07
ServisFirst Certificate of Deposit	\$ 13,929,283	6.94%	0.65	0.05
EverBank Certificate of Deposit	\$ 20,803,548	10.36%	0.68	0.07
FMIvT 0-2	\$ 12,195,451	6.07%	0.88	0.05
FMIvT 1-3	\$ 28,872,240	14.38%	1.72	0.25
FMIvT Intermediate	\$ 19,058	0.01%	4.24	0.00
Total	\$ 200,759,497	100.00%		1.02

Portfolio Composition by Security Type

Security Type	Value	Distribution
Core Investments		
U.S. Treasuries	\$ 15,082,506	7.51%
Federal Agencies	7,186,957	3.58%
Commercial Paper	-	0.00%
Corporate Notes/Bonds	14,237,050	7.09%
Municipal Notes/Bonds	671,912	0.33%
Asset Backed Security/Collateralized Mortgage Obligation	6,288,241	3.13%
Money Market Funds	81,473,249	40.58%
Certificates of Deposit	34,732,831	17.30%
Florida Municipal Investment Trust Bond Funds 0-2 Years	12,195,451	6.07%
Florida Municipal Investment Trust Bond Funds 1-3 Years	28,872,240	14.38%
Florida Municipal Investment Trust Intermediate Bond Funds	19,058	0.01%
Total Core Investments	\$ 200,759,497	100.00%

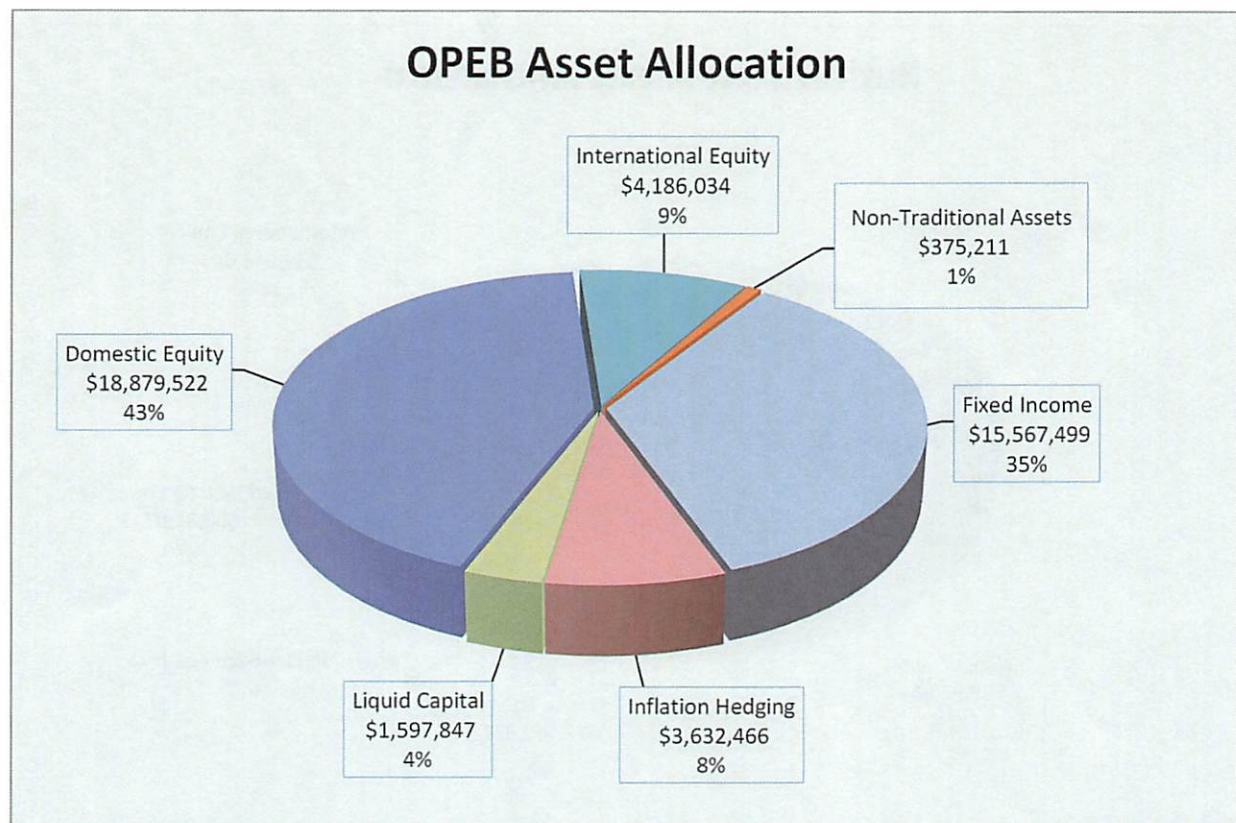


Health Insurance Trust (OPEB) Performance

As of November 30, 2024

Market Value \$44,238,579

	QTD	Fiscal YTD	Calendar YTD	1 Yr	3 Yrs	5 Yrs	Return Since May 2007
Total Fund	1.74	1.74	13.59	17.55	4.47	7.20	4.90
Target Index	1.47	1.47	12.78	16.43	4.63	7.65	NA

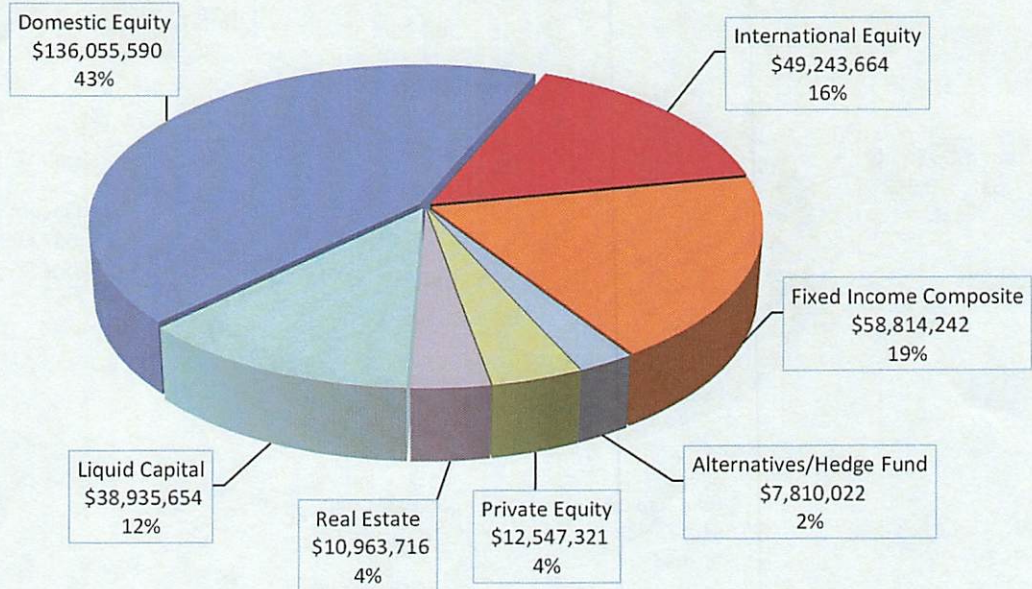


Town of Palm Beach Retirement System Performance
As of November 30, 2024
Market Value \$314,370,209

Preliminary returns for period

	Quarter	Fiscal YTD	1 Year	3 Years	5 Years
Total Fund	1.76	1.76	16.47	2.65	6.35
Target Index	1.48	4.48	19.03	5.67	9.10

Retirement Asset Allocation



**Town of Palm Beach
Certificate of Deposit Schedule
11/30/24**

Amount	Date Purchased	Maturity Date	Term	Yield
ServisFirst				
\$ 8,000,000	7/12/2023	7/12/2025	24 mo.	5.29%
5,000,000	8/18/2023	8/18/2025	24 mo.	5.61%
<u>13,000,000</u>	Sub Total ServisFirst			
EverBank				
\$10,000,000	1/22/2024	1/22/2025	12 mo.	5.00%
\$10,000,000	1/22/2024	1/22/2026	24 mo.	4.40%
<u>20,000,000</u>	Sub Total EverBank			
\$33,000,000	Total Certificates of Deposit			

Town of Palm Beach OPEB Trust

Investment Performance Review - Flash Report
Period Ending December 31, 2024

Preliminary Returns

MARINER

Index Returns (%)

<u>Equities</u>	<u>Month</u>	<u>3 M</u>	<u>YTD</u>	<u>1 Year</u>	<u>3 Yr Ann</u>	<u>5 Yr Ann</u>
S&P 500 Total Return	(2.38)	2.41	25.02	25.02	8.94	14.53
Russell Midcap Index	(7.04)	0.62	15.34	15.34	3.79	9.92
Russell 2000 Index	(8.26)	0.33	11.54	11.54	1.24	7.40
Russell 1000 Growth Index	0.88	7.07	33.36	33.36	10.47	18.96
Russell 1000 Value Index	(6.84)	(1.98)	14.37	14.37	5.63	8.68
Russell 3000 Index	(3.06)	2.63	23.81	23.81	8.01	13.86
MSCI EAFE NR	(2.27)	(8.11)	3.82	3.82	1.65	4.73
MSCI EM NR	(0.14)	(8.01)	7.50	7.50	(1.92)	1.70

Russell Indices Style Returns

	<u>V</u>	<u>B</u>	<u>G</u>		<u>V</u>	<u>B</u>	<u>G</u>
L	14.4	24.5	33.4	L	11.4	26.5	42.7
M	13.1	15.3	22.1	M	12.7	17.2	25.9
S	8.1	11.5	15.2	S	14.6	16.9	18.6
	YTD				2023		

Index Returns (%)

<u>Fixed Income</u>	<u>Month</u>	<u>3 M</u>	<u>YTD</u>	<u>1 Year</u>	<u>Mod. Adj. Duration</u>	<u>Yield to Worst</u>
U.S. Aggregate	(1.64)	(3.06)	1.25	1.25	6.08	4.91
U.S. Corporate Investment Grade	(1.94)	(3.04)	2.13	2.13	6.81	5.33
U.S. Corporate High Yield	(0.43)	0.17	8.19	8.19	3.11	7.49
Global Aggregate	(2.15)	(5.10)	(1.69)	(1.69)	6.55	3.68

Currencies

	<u>12/31/24</u>	<u>12/31/23</u>	<u>12/31/22</u>
Euro Spot	1.04	1.10	1.07
British Pound Spot	1.25	1.27	1.21
Japanese Yen Spot	157.48	141.04	131.12
Swiss Franc Spot	0.91	0.84	0.92

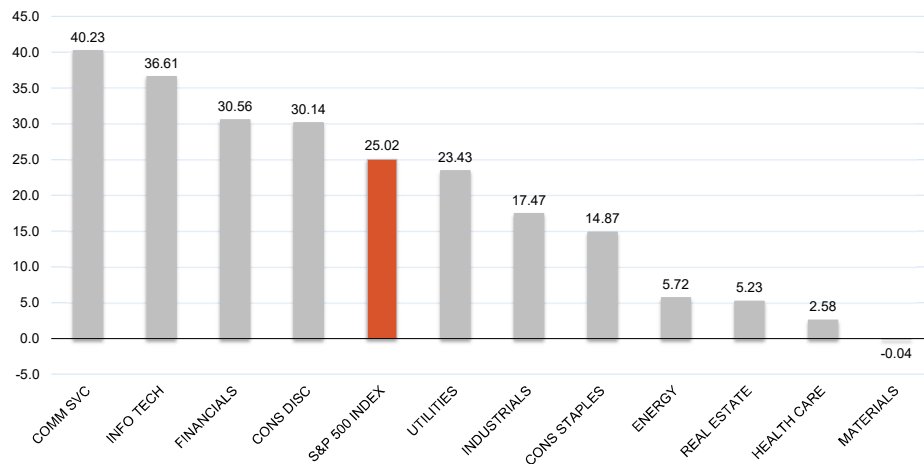
Levels (%)

<u>Key Rates</u>	<u>12/31/24</u>	<u>12/31/23</u>	<u>12/31/22</u>	<u>12/31/21</u>	<u>12/31/20</u>
US Generic Govt 3 Mth	4.31	5.33	4.34	0.03	0.06
US Generic Govt 2 Yr	4.24	4.25	4.43	0.73	0.12
US Generic Govt 10 Yr	4.57	3.88	3.87	1.51	0.91
US Generic Govt 30 Yr	4.78	4.03	3.96	1.90	1.64
Secured Overnight Financing Rate	4.49	5.38	4.30	0.05	0.07
Euribor 3 Month ACT/360	2.71	3.91	2.13	(0.57)	(0.55)
Bankrate 30Y Mortgage Rates Na	7.28	6.99	6.66	3.27	2.87
Prime	7.50	8.50	7.50	3.25	3.25

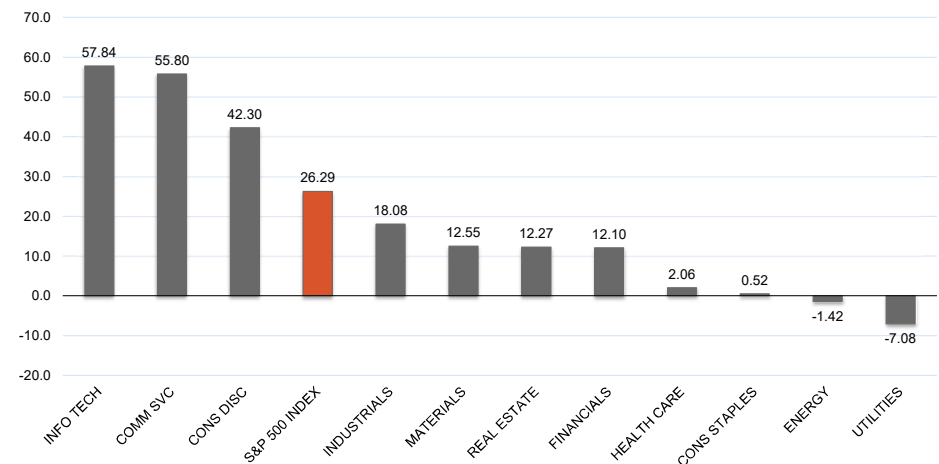
Commodities

	<u>12/31/24</u>	<u>12/31/23</u>	<u>12/31/22</u>
Oil	71.72	71.65	80.45
Gasoline	3.06	3.11	3.21
Natural Gas	3.63	2.51	3.93
Gold	2,641.00	2,071.80	1,857.70
Silver	29.24	24.09	24.21
Copper	402.65	389.05	381.45
Corn	458.50	471.25	678.00
BBG Commodity TR Idx	238.62	226.43	245.89

YTD Sector Returns



2023 Sector Returns



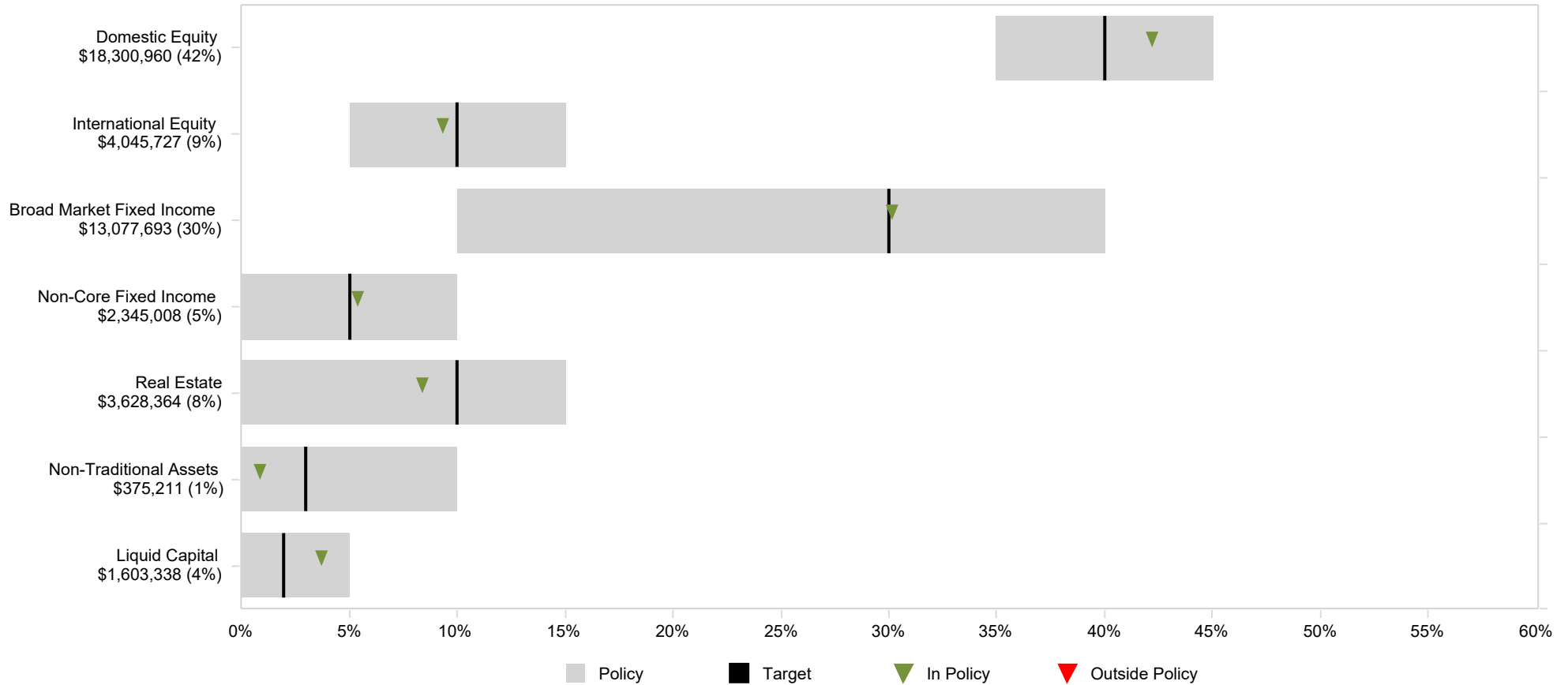
Source: Bloomberg, Investment Metrics, & Federal Reserve Bank of St. Louis. For informational purposes only and should not be regarded as investment advice. Information is based on sources and data believed to be reliable, but Mariner Institutional cannot guarantee the accuracy, adequacy or completeness of the information. The material provided herein is valid only as of the date of distribution and not as of any future date.

*Heat maps are displayed utilizing a 9-color scale, with green as the highest return for the time period noted and red as the lowest return for the time period noted. Color scales within each time period are mutually exclusive.

Manager	MV as of	Most Recent Statement Date
Real Estate		
Intercontinental U.S. REIF	12/31/2024	12/31/2024
Principal Enhanced Property Fund	12/31/2024	12/31/2024
Absolute Return		
Crescent Direct Lending Levered Fund II	Distribution - 10/23/2024	9/30/2024

Performance and valuations presented in this report are preliminary, with 99.1% of assets reporting finalized figures.
NAVs for non-reporting investments are carried forward from the most recent valuation.

Executive Summary



Asset Allocation Compliance

	Asset Allocation \$	Current Allocation (%)	Minimum Allocation (%)	Target Allocation (%)	Maximum Allocation (%)
Total Fund	43,376,301	100.0	N/A	100.0	N/A
Domestic Equity	18,300,960	42.2	35.0	40.0	45.0
International Equity	4,045,727	9.3	5.0	10.0	15.0
Broad Market Fixed Income	13,077,693	30.1	10.0	30.0	40.0
Non-Core Fixed Income	2,345,008	5.4	0.0	5.0	10.0
Real Estate	3,628,364	8.4	0.0	10.0	15.0
Non-Traditional Assets	375,211	0.9	0.0	3.0	10.0
Liquid Capital	1,603,338	3.7	0.0	2.0	5.0

Financial Reconciliation
Total Fund
1 Month Ending December 31, 2024

Financial Reconciliation - 1 Month									
	Market Value 12/01/2024	Net Transfers	Contributions	Distributions	Management Fees	Other Expenses	Income	Apprec./ Deprec.	Market Value 12/31/2024
Domestic Equity	18,879,522	-	-	-	-	-	61,029	-639,591	18,300,960
Vanguard Russell 3000 Idx (VRTTX)	18,879,522	-	-	-	-	-	61,029	-639,591	18,300,960
International Equity	4,186,034	-	-	-	-	-	134,744	-275,050	4,045,727
Pear Tree Polaris Foreign Value (QFVRX)	2,354,337	-	-	-	-	-	114,864	-188,817	2,280,384
American Funds Europacific Growth R6 (RERGX)	1,622,542	-	-	-	-	-	16,922	-76,139	1,563,325
Vanguard Developed Mkts Index (VTMGX)	209,154	-	-	-	-	-	2,958	-10,094	202,019
Total Fixed Income	15,567,499	-	-	-	-	-	21,719	-166,518	15,422,701
Galliard Intermediate Core	13,212,913	-	-	-	-	-	-	-135,220	13,077,693
PIMCO Div Inc Bond Fund (PDIIX)	2,354,586	-	-	-	-	-	21,719	-31,297	2,345,008
Real Estate	3,632,466	-	-	-	-10,914	-	32,040	-25,228	3,628,364
Intercontinental U.S. REIF	2,332,312	-	-	-	-6,421	-	15,718	123	2,341,732
Principal Enhanced Property Fund	1,300,154	-	-	-	-4,492	-	16,322	-25,351	1,286,632
Non-Traditional Assets	375,211	-	-	-	-	-	-	-	375,211
Crescent Direct Lending Levered Fund II	375,211	-	-	-	-	-	-	-	375,211
Liquid Capital	1,597,847	-	-	-	-	-	5,490	-	1,603,338
Liquid Reserves	1,597,847	-	-	-	-	-	5,490	-	1,603,338
Total Fund	44,238,579	-	-	-	-10,914	-	255,023	-1,106,387	43,376,301

Financial Reconciliation - Fiscal Year To Date									
	Market Value 10/01/2024	Net Transfers	Contributions	Distributions	Management Fees	Other Expenses	Income	Apprec./ Deprec.	Market Value 12/31/2024
Domestic Equity	18,690,321	-900,000	-	-	-	-	61,029	449,611	18,300,960
Vanguard Russell 3000 Idx (VRTTX)	18,690,321	-900,000	-	-	-	-	61,029	449,611	18,300,960
International Equity	4,409,797	-	-	-	-	-	134,744	-498,814	4,045,727
Pear Tree Polaris Foreign Value (QFVRX)	2,508,282	-	-	-	-	-	114,864	-342,762	2,280,384
American Funds Europacific Growth R6 (RERGX)	1,681,605	-	-	-	-	-	16,922	-135,201	1,563,325
Vanguard Developed Mkts Index (VTMGX)	219,910	-	-	-	-	-	2,958	-20,850	202,019
Total Fixed Income	15,703,599	-	-	-	-	-	42,263	-323,161	15,422,701
Galliard Intermediate Core	13,353,568	-	-	-	-	-	-	-275,875	13,077,693
PIMCO Div Inc Bond Fund (PDIIX)	2,350,031	-	-	-	-	-	42,263	-47,286	2,345,008
Real Estate	3,604,065	-	-	-	-10,914	-	32,040	3,173	3,628,364
Intercontinental U.S. REIF	2,332,312	-	-	-	-6,421	-	15,718	123	2,341,732
Principal Enhanced Property Fund	1,271,753	-	-	-	-4,492	-	16,322	3,049	1,286,632
Non-Traditional Assets	395,244	-20,033	-	-	-	-	-	-	375,211
Crescent Direct Lending Levered Fund II	395,244	-20,033	-	-	-	-	-	-	375,211
Liquid Capital	669,158	920,033	2,449	-	-	-2,449	13,884	263	1,603,338
Liquid Reserves	669,158	920,033	2,449	-	-	-2,449	13,884	263	1,603,338
Total Fund	43,472,183	-	2,449	-	-10,914	-2,449	283,960	-368,928	43,376,301

Asset Allocation & Performance
Program Composite and Investment Performance
As of December 31, 2024

Asset Allocation & Performance [Net of Fees] - Trailing Returns

	Allocation		Performance(%)								
	Market Value \$	%	MTH	QTD	FYTD	YTD	1 YR	3 YR	5 YR	Inception	Inception Date
Total Fund (Net)	43,376,301	100.0	-1.95	-0.25	-0.25	11.38	11.38	2.94	6.27	4.76	05/01/2007
Total Fund Policy			-1.72	-0.28	-0.28	10.84	10.84	3.11	6.83	N/A	
Domestic Equity	18,300,960	42.2	-3.06	2.62	2.62	23.77	23.77	7.96	12.66	8.25	06/01/2007
Vanguard Russell 3000 Idx (VRTTX)			-3.06	2.62	2.62	23.72	23.72	7.95	N/A	N/A	
Russell 3000 Index			-3.06	2.63	2.63	23.81	23.81	8.01	13.86	9.86	
International Equity	4,045,727	9.3	-3.35	-8.26	-8.26	1.88	1.88	-0.73	3.46	2.95	06/01/2007
Total International Equity Policy			-1.91	-7.50	-7.50	6.09	6.09	1.35	4.61	2.78	
Pear Tree Polaris Foreign Value (QFVRX)	2,280,384	5.3	-3.14	-9.09	-9.09	-0.27	-0.27	0.01	N/A	6.73	09/01/2020
MSCI EAFE (Net) Index			-2.27	-8.11	-8.11	3.82	3.82	1.65	4.73	6.63	
MSCI EAFE Value Index (Net)			-1.79	-7.12	-7.12	5.68	5.68	5.88	5.09	9.76	
American Funds Europacific Growth R6 (RERGX)	1,563,325	3.6	-3.65	-7.03	-7.03	5.04	5.04	-1.97	4.08	4.71	07/01/2018
MSCI AC World ex USA (Net)			-1.94	-7.60	-7.60	5.53	5.53	0.82	4.10	4.42	
MSCI EAFE Growth Index (Net)			-2.76	-9.10	-9.10	2.05	2.05	-2.58	4.00	4.95	
Vanguard Developed Mkts Index (VTMGX)	202,019	0.5	-3.41	-8.14	-8.14	3.04	3.04	0.89	N/A	9.73	05/01/2020
Vanguard Spliced Developed ex U.S. Index (Net)			-2.80	-7.89	-7.89	3.36	3.36	0.97	4.79	9.70	
Non-Traditional Assets	375,211	0.9	0.00	0.00	0.00	7.61	7.61	9.33	9.18	5.18	07/01/2007
Crescent Direct Lending Levered Fund II	375,211	0.9	0.00	0.00	0.00	7.61	7.61	9.33	9.08	9.49	03/01/2018

Returns for periods greater than one year are annualized. Returns are expressed as percentages.

Asset Allocation & Performance
Program Composite and Investment Performance
As of December 31, 2024

	Allocation		Performance(%)								
	Market Value \$	%	MTH	QTD	FYTD	YTD	1 YR	3 YR	5 YR	Inception	Inception Date
Total Fixed Income	15,422,701	35.6	-0.93	-1.79	-1.79	3.89	3.89	-0.74	1.00	2.47	06/01/2007
Fixed Income Composite Index			-1.63	-3.05	-3.05	1.29	1.29	-2.40	-0.19	N/A	
Galliard Intermediate Core	13,077,693	30.1	-1.02	-2.07	-2.07	3.43	3.43	N/A	N/A	1.45	04/01/2022
Bloomberg Intermed Aggregate Index			-0.93	-2.07	-2.07	2.47	2.47	-0.83	0.33	0.84	
PIMCO Div Inc Bond Fund (PDIIX)	2,345,008	5.4	-0.41	-0.21	-0.21	6.39	6.39	0.55	1.64	2.82	12/01/2017
Blmbg. Global Credit (Hedged)			-1.07	-1.15	-1.15	4.47	4.47	-0.49	1.08	2.35	
Real Estate	3,628,364	8.4	-0.11	0.67	0.67	-3.19	-3.19	-3.96	1.67	3.27	04/01/2018
NCREIF Fund Index-Open End Diversified Core (EW)			0.00	0.00	0.00	-2.68	-2.68	-2.70	2.85	3.88	
Intercontinental U.S. REIF	2,341,732	5.4	0.40	0.40	0.40	-5.14	-5.14	-5.11	0.65	2.59	04/01/2018
NCREIF Fund Index-Open End Diversified Core (EW)			0.00	0.00	0.00	-2.68	-2.68	-2.70	2.85	3.88	
Principal Enhanced Property Fund	1,286,632	3.0	-1.04	1.17	1.17	0.58	0.58	-1.71	3.72	4.11	10/01/2018
NCREIF Fund Index-Open End Diversified Core (EW)			0.00	0.00	0.00	-2.68	-2.68	-2.70	2.85	3.51	
Liquid Reserves	1,603,338	3.7									
Annualized Cash Yield: 4.11% (12/31/2024)											

Returns for periods greater than one year are annualized. Returns are expressed as percentages.

Historical Hybrid Composition
Total Fund Policy
As of December 31, 2024

Total Fund Historical Hybrid Composition

Allocation Mandate	Weight (%)
Jul-2007	
Target Index	100.00
Dec-2011	
Russell 3000 Index	27.50
MSCI EAFE (Net) Index	17.50
HFRI Fund of Funds Composite Index	20.00
Real Assets Composite Index	15.00
Fixed Income Composite Index	20.00
Sep-2013	
Russell 3000 Index	27.50
MSCI AC World ex USA (Net)	17.50
HFRI Fund of Funds Composite Index	20.00
Real Assets Composite Index	15.00
Fixed Income Composite Index	20.00
Jan-2015	
Russell 3000 Index	27.50
MSCI AC World ex USA (Net)	17.50
HFRI Fund of Funds Composite Index	20.00
Real Assets Composite Index Attribution Hybrid	15.00
Blmbg. U.S. Aggregate Index	10.00
Blmbg. U.S. Treasury: 1-5 Year	10.00
Oct-2017	
Russell 3000 Index	45.00
MSCI AC World ex USA	15.00
Blmbg. U.S. Aggregate Index	37.50
Bloomberg U.S. TIPS Index	2.50
Apr-2018	
Russell 3000 Index	45.00
MSCI AC World ex USA	15.00
Blmbg. U.S. Aggregate Index	30.00
NCREIF Fund Index-Open End Diversified Core (EW)	10.00

Allocation Mandate	Weight (%)
Oct-2020	
Russell 3000 Index	40.00
MSCI AC World ex USA (Net)	10.00
Blmbg. U.S. Aggregate Index	35.00
Bloomberg U.S. TIPS Index	5.00
NCREIF Fund Index-Open End Diversified Core (EW)	10.00
Apr-2022	
Russell 3000 Index	40.00
MSCI AC World ex USA (Net)	10.00
Bloomberg Intermed Aggregate Index	30.00
Blmbg. Global Credit (Hedged)	5.00
NCREIF Fund Index-Open End Diversified Core (EW)	10.00
S&P UBS Leveraged Loan Index	3.00
90 Day U.S. Treasury Bill	2.00

Real Asset Composite Historical Hybrid Composition

Allocation Mandate	Weight (%)
Sep-2006	
Inflation Hedging Composite Index	100.00
Jan-2011	
70/30 ncreif nareit hybrid	40.00
Bloomberg U.S. TIPS Index	20.00
Spliced Energy Index	20.00
Bloomberg Commodity Index Total Return	20.00
Jul-2011	
70/30 ncreif nareit hybrid	10.00
Bloomberg U.S. TIPS Index	30.00
Spliced Energy Index	30.00
Bloomberg Commodity Index Total Return	30.00
Jan-2012	
Bloomberg U.S. TIPS Index	100.00
Mar-2014	
Vanguard Short-Term Inflation Protected Securities Adm. Fund	100.00

Historical Hybrid Composition
Fixed Income Composite Index
As of December 31, 2024

Total Fund Historical Hybrid Composition	
Allocation Mandate	Weight (%)
Jun-2007	
Fixed Income Composite Index	100.00
Jan-2011	
Blmbg. U.S. Aggregate Index	50.00
ICE BofAML Conv. Bonds, U.S. Investment Grade	50.00
Dec-2011	
Blmbg. U.S. Aggregate Index	50.00
Blmbg. U.S. Treasury: 1-5 Year	50.00
Oct-2017	
Blmbg. U.S. Aggregate Index	94.00
Bloomberg U.S. TIPS Index	6.00

Active Return	- Arithmetic difference between the manager's performance and the designated benchmark return over a specified time period.
Alpha	- A measure of the difference between a portfolio's actual performance and its expected return based on its level of risk as determined by beta. It determines the portfolio's non-systemic return, or its historical performance not explained by movements of the market.
Beta	- A measure of the sensitivity of a portfolio to the movements in the market. It is a measure of the portfolio's systematic risk.
Consistency	- The percentage of quarters that a product achieved a rate of return higher than that of its benchmark. Higher consistency indicates the manager has contributed more to the product's performance.
Distributed to Paid In (DPI)	- The ratio of money distributed to Limited Partners by the fund, relative to contributions. It is calculated by dividing cumulative distributions by paid in capital. This multiple shows the investor how much money they got back. It is a good measure for evaluating a fund later in its life because there are more distributions to measure against.
Down Market Capture	- The ratio of average portfolio performance over the designated benchmark during periods of negative returns. A lower value indicates better product performance
Downside Risk	- A measure similar to standard deviation that utilizes only the negative movements of the return series. It is calculated by taking the standard deviation of the negative quarterly set of returns. A higher factor is indicative of a riskier product.
Excess Return	- Arithmetic difference between the manager's performance and the risk-free return over a specified time period.
Excess Risk	- A measure of the standard deviation of a portfolio's performance relative to the risk free return.
Information Ratio	- This calculates the value-added contribution of the manager and is derived by dividing the active rate of return of the portfolio by the tracking error. The higher the Information Ratio, the more the manager has added value to the portfolio.
Public Market Equivalent (PME)	- Designs a set of analyses used in the Private Equity Industry to evaluate the performance of a Private Equity Fund against a public benchmark or index.
R-Squared	- The percentage of a portfolio's performance that can be explained by the behavior of the appropriate benchmark. A high R-Squared means the portfolio's performance has historically moved in the same direction as the appropriate benchmark.
Return	- Compounded rate of return for the period.
Sharpe Ratio	- Represents the excess rate of return over the risk free return divided by the standard deviation of the excess return. The result is an absolute rate of return per unit of risk. A higher value demonstrates better historical risk-adjusted performance.
Standard Deviation	- A statistical measure of the range of a portfolio's performance. It represents the variability of returns around the average return over a specified time period.
Total Value to Paid In (TVPI)	- The ratio of the current value of remaining investments within a fund, plus the total value of all distributions to date, relative to the total amount of capital paid into the fund to date. It is a good measure of performance before the end of a fund's life
Tracking Error	- This is a measure of the standard deviation of a portfolio's returns in relation to the performance of its designated market benchmark.
Treynor Ratio	- Similar to Sharpe ratio but utilizes beta rather than excess risk as determined by standard deviation. It is calculated by taking the excess rate of return above the risk free rate divided by beta to derive the absolute rate of return per unit of risk. A higher value indicates a product has achieved better historical risk-adjusted performance.
Up Market Capture	- The ratio of average portfolio performance over the designated benchmark during periods of positive returns. A higher value indicates better product performance.

Mariner Institutional compiled this report for the sole use of the client for which it was prepared. Mariner Institutional is responsible for evaluating the performance results of the Total Fund along with the investment advisors by comparing their performance with indices and other related peer universe data that is deemed appropriate. Mariner Institutional uses the results from this evaluation to make observations and recommendations to the client.

Mariner Institutional uses time-weighted calculations which are founded on standards recommended by the CFA Institute. The calculations and values shown are based on information that is received from custodians. Mariner Institutional analyzes transactions as indicated on the custodian statements and reviews the custodial market values of the portfolio. As a result, this provides Mariner Institutional with a reasonable basis that the investment information presented is free from material misstatement. This methodology of evaluating and measuring performance provides Mariner Institutional with a practical foundation for our observations and recommendations. Nothing came to our attention that would cause Mariner Institutional to believe that the information presented is significantly misstated.

This performance report is based on data obtained by the client's custodian(s), investment fund administrator, or other sources believed to be reliable. While these sources are believed to be reliable, the data providers are responsible for the accuracy and completeness of their statements. Clients are encouraged to compare the records of their custodian(s) to ensure this report fairly and accurately reflects their various asset positions.

The strategies listed may not be suitable for all investors. We believe the information provided here is reliable, but do not warrant its accuracy or completeness. Past performance is not an indication of future performance. Any information contained in this report is for informational purposes only and should not be construed to be an offer to buy or sell any securities, investment consulting, or investment management services.

Additional information included in this document may contain data provided by index databases, public economic sources, and the managers themselves.

This document may contain data provided by Bloomberg.

This document may contain data provided by Standard and Poor's. Nothing contained within any document, advertisement or presentation from S&P Indices constitutes an offer of services in jurisdictions where S&P Indices does not have the necessary licenses. All information provided by S&P Indices is impersonal and is not tailored to the needs of any person, entity or group of persons. Any returns or performance provided within any document is provided for illustrative purposes only and does not demonstrate actual performance. Past performance is not a guarantee of future investment results.

This document may contain data provided by MSCI, Inc. Copyright MSCI, 2017. Unpublished. All Rights Reserved. This information may only be used for your internal use, may not be reproduced or disseminated in any form and may not be used to create any financial instruments or products or any indices. This information is provided on an "as is" basis and the user of this information assumes the entire risk of any use it may make or permit to be made of this information. Neither MSCI, any of its affiliates or any other person involved in or related to compiling, computing or creating this information makes any express or implied warranties or representations with respect to such information or the results to be obtained by the use thereof, and MSCI, its affiliates and each such other person hereby expressly disclaim all warranties (including, without limitation, all warranties of originality, accuracy, completeness, timeliness, non-infringement, merchantability and fitness for a particular purpose) with respect to this information. Without limiting any of the foregoing, in no event shall MSCI, any of its affiliates or any other person involved in or related to compiling, computing or creating this information have any liability for any direct, indirect, special, incidental, punitive, consequential or any other damages (including, without limitation, lost profits) even if notified of, or if it might otherwise have anticipated, the possibility of such damages.

This document may contain data provided by Russell Investment Group. Russell Investment Group is the source owner of the data contained or reflected in this material and all trademarks and copyrights related thereto. The material may contain confidential information and unauthorized use, disclosure, copying, dissemination or redistribution is strictly prohibited. This is a user presentation of the data. Russell Investment Group is not responsible for the formatting or configuration of this material or for any inaccuracy in presentation thereof.

This document may contain data provided by Morningstar. All rights reserved. Use of this content requires expert knowledge. It is to be used by specialist institutions only. The information contained herein: (1) is proprietary to Morningstar and/or its content providers; (2) may not be copied, adapted or distributed; and (3) is not warranted to be accurate, complete or timely. Neither Morningstar nor its content providers are responsible for any damages or losses arising from any use of this information, except where such damages or losses cannot be limited or excluded by law in your jurisdiction. Past financial performance is not guarantee of future results.

***IMPORTANT DISCLOSURE INFORMATION RE GREENWICH QUALITY LEADER AWARD**

These ratings are not indicative of Mariner Institutional's future performance. These awards or any other rankings and/or recognition by unaffiliated rating services and/or publications should not be construed as a guarantee that a client will experience a certain level of results or satisfaction if they invest with Mariner Institutional, nor should it be construed as a current or past endorsement by any of our clients. Mariner Institutional did not pay a fee to participate in this award survey.

Methodology for this Award: For the 2022 Greenwich Quality Award for Overall U.S. Investment Consulting – Midsize Consultants – Between February and November 2022, Coalition Greenwich conducted interviews with 727 individuals from 590 of the largest tax-exempt funds in the United States. These U.S.-based institutional investors are corporate and union funds, public funds, and endowment and foundation funds, with either pension or investment pool assets greater than \$150 million. Study participants were asked to provide quantitative and qualitative evaluations of their asset management and investment consulting providers, including qualitative assessments of those firms soliciting their business and detailed information on important market trends.

MARINER

Access to a wealth of knowledge and solutions.

TOWN OF PALM BEACH – OPEB TRUST



FINANCIAL REPORT

SEPTEMBER 30, 2024

BOB MIRACLE
DEPUTY TOWN MANAGER – FINANCE AND ADMINISTRATION

FINANCIAL REPORT

Town of Palm Beach OPEB Trust Statement of Net Assets September 30, 2024

	September 30, 2024
Assets	
Cash (held in bank accounts)	83,036
Cash and cash equivalents (held in custodial accounts)	676,636
Total Cash and Cash Equivalents	759,673
Receivables	
Due from Brokers	-
Due from General Fund	-
Interest Receivable	-
Total Receivables	-
Investments at Market Value	
Domestic Equity	18,690,321
Fixed Income	15,703,599
Alternative	595,673
International Equity	4,409,797
Real Estate	3,633,749
Total Investments	43,033,139
Other Assets	-
Total Assets	43,792,811
Liabilities	
Accounts Payable and Accrued Expenses	8,726
Due to General Fund	-
Due to Brokers	10,010
Total Liabilities	18,736
Net Assets Held in Trust for Retiree Health Benefits	43,774,075

Town of Palm Beach
OPEB Trust
Statement of Changes in Net Assets
September 30, 2024

Additions	
Contributions	
Retiree	957,555
Employer	789,128
Other Income	18,780
Total Contributions	1,765,463
Investment Income (loss)	
Realized Gains/(loss)	917,004
Unrealized Gains/(loss)	5,778,634
Interest and Dividends	864,495
Total Investment Income	7,560,133
Less Investment Expense	82,893
Net Investment Income	7,477,240
Total Additions	9,242,703
Deductions	
Health Claims and Fixed Costs	2,180,321
Administrative Expense	173,967
Total Deductions	2,354,288
Net Increase (Decrease)	6,888,415

Town of Palm Beach
OPEB Trust
Quarterly Cash Flow Report
September 30, 2024

Period Ending	9/30/2024
General Clearing Account Balance	83,036
Estimated Receipts	
Employer Transfer	828,584
Other Receipts	-
Transfer from Investments	
Estimated Retiree Contributions	252,500
Total Estimated Receipts	1,081,084
Estimated Expenditures	
Estimated Health Benefits	(667,000)
Estimated Operating Expenses	(60,000)
Total Estimated Expenditures	(727,000)
Estimated Ending Cash Balance 12/31/24	437,120

FINANCIAL REPORT

Period Ending	Total FY2025	FQ1	FQ2	FQ3	FQ4
Checking Account Balance	83,036	83,036	437,120	362,620	288,120
Estimated Receipts					
Employer Transfer	828,584	828,584			
Other Receipts	-				
Transfer from Investments	1,200,000		400,000	400,000	400,000
Estimated Retiree Contributions	1,010,000	252,500	252,500	252,500	252,500
Total Estimated Receipts	3,038,584	1,081,084	652,500	652,500	652,500
Estimated Expenditures					
Estimated Health Benefits	(2,668,000)	(667,000)	(667,000)	(667,000)	(667,000)
Estimated Operating Expenses	(240,000)	(60,000)	(60,000)	(60,000)	(60,000)
Total Estimated Expenditures	(2,908,000)	(727,000)	(727,000)	(727,000)	(727,000)
Estimated Quarter Ending Cash Balance	213,620	437,120	362,620	288,120	213,620



1% Sales Tax Quarterly Report

PRESENTATION TO INVESTMENT ADVISORY COMMITTEE

FEBRUARY 5, 2025

Receipts

	Amount Received
Total for FY2017	\$350,846.68
Total for FY2018	\$576,791.86
Total for FY2019	\$623,175.79
Total for FY2020	\$572,891.26
Total for FY2021	\$666,598.10
Total for FY2022	\$812,285.57
Total for FY2023	\$904,620.83
Total for FY2024	\$921,594.18
Total November 2024	\$59,455.79
Total December 2024	\$60,390.16
Total FYTD 2025	\$119,845.95
Total Received Since 2017	\$5,548,650.22

Disbursements

- ▶ The Town Council approved using \$2.6 million of the one-cent surtax revenues for the undergrounding project at the July 12, 2017 Town Council meeting.
- ▶ The Town Council approved using the remaining one-cent surtax revenues for the undergrounding project at the December 10, 2019 Town Council meeting.

Investment Advisory Committee Schedule 2025

Meeting Date:	Presentations/Business:
Friday, March 21, 2025 2:30 P.M. Town Council Chambers	OPEB Trust Investment Consultant PFM Asset Management Fiduciary Liability Policy Renewal Annual Report to the Town Council Actuarial report
Friday, May 16, 2025 2:30 P.M. Town Council Chambers	OPEB Trust Investment Consultant PFM Asset Management Florida League of Cities (FMIVT) Election of Chairman and Vice Chairman
Friday, September 19, 2025 2:30 P.M. Town Council Chambers	OPEB Trust Investment Consultant PFM Asset Management
Friday, November 14, 2025 2:30 P.M. Town Council Chambers (Fiscal Year End Presentations)	Salem Trust Annual Update OPEB Trust Investment Consultant (Investment Policy and Asset Allocation Review) PFM Asset Management Florida League of Cities (FMIVT)

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Board/Commission Annual Report

Agenda Title

Annual Report of the Landmarks Preservation Commission

Presenter

Sue Patterson, Chair

ATTACHMENTS:

- ▣ **LPC Annual Report**

Landmarks Preservation Commission (LPC) – Annual Report 2024 (January to December) Presented March 4, 2025 – Sue Patterson, LPC Chairperson

- The Commission held twelve (12) regularly scheduled meetings in the calendar year 2024.
- The average attendance rate was 85.2%, with a total of 17 absences for the year (14 unexcused and 3 excused).
- The Commission reviewed forty (40) projects, twenty-nine (29) Certificates of Appropriateness (COA), and eleven (11) Historically Significant Buildings (HSB).
- Seven (7) new landmark designation hearings took place:

PROPERTY ADDRESS	MEETING DATE
2505 South Ocean Boulevard (President Condominium)	January 14, 2024
262 Sunset Avenue	January 14, 2024
246 Atlantic Avenue	March 20, 2024
2850 South Ocean Boulevard (Palm Worth Condominium)	November 20, 2024
376 South Ocean Boulevard (Church Mouse)	November 20, 2024
1250 North Ocean Boulevard	November 20, 2024
325 South Ocean Boulevard (Casa Del Lago Condominium)	December 18, 2024

- On behalf of the Commission, staff (with Preservation Consultants Murphy Stillings) designated six (6) properties as Historically Significant Buildings:

PROPERTY ADDRESS	DESIGNATION
335 Cocoanut Row	March
210 El Dorado Lane	May
211 Park Avenue	April
251 Nightingale Trail	August
318 Seaspray Avenue	October
224 Garden Road	October

- Town Council designated four (4) new Landmarks and passed three (3) Historic Ad Valorem Tax Exemption Resolutions.
- Seven (7) courtesy Landmark Plaques were distributed to property owners.
- In 2024, 202 administrative-level applications were received which are reviewed by staff in consultation with the LPC Chairperson.
- In May, Mayor Moore proclaimed May 2024 as Historic Preservation Month to heighten awareness of the value of historic preservation in the Town.
- In November, the Preservation Foundation of Palm Beach hosted and sponsored the CAMP (Commission Assistance and Mentoring Program). A key takeaway was the significance of legacy businesses to a community.
- Throughout 2024, town staff conducted final inspections to ensure compliance with approvals. Staff routinely presented before-and-after project updates at LPC meetings.

Commissioners remain committed and enthusiastic in their service to the Town, looking forward to the continued preservation of Palm Beach’s distinctive character and charm.

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Town-wide Undergrounding Project - Review of Project and Dashboard, Summary of Project Status

Presenter

H. Paul Brazil, P.E., Director of Public Works

ATTACHMENTS:

- **Memorandum dated February 20, 2025, from Patricia Strayer, P.E., Town Engineer**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor & Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Paul Brazil, P.E., Director of Public Works

FROM: Patricia Strayer, P.E., Town Engineer

RE: Utility Undergrounding Project Status Report

DATE: February 20, 2025

I. COMMUNICATIONS:

A. Community Meetings:

None to report

B. Significant Residential Communications

Staff meetings are focused on Phase 8 easement acquisition.

II. PROGRESS SUMMARY:

Overall, Town-wide construction progress, all phases are either complete or in progress/funded for construction.

A. Construction Progress:

Phase 1 North:

From the Inlet south to Onondaga Ave.

- Completed March 30, 2019

Phase 1 South:

From southern Town limits north to Sloan's Curve

- Completed April 3, 2020

Phase 2 North Construction:

From Esplanade Way to Ocean Terrace

- Completed October 29, 2020
-

Phase 2 South Construction:

From Sloan's Curve to the intersection of South Ocean Blvd and South County Road

- Completed September 2023

Phase 3 North Construction:

From Osceola Way to the north-side of La Puerta Way

- Completed September 17, 2021

Phase 3 South:

From South Ocean Boulevard and South County Road to the alleyway south of Worth Avenue

- Phase 3 South construction is 95% complete.
- Conversions are complete.
- Pole removal is being scheduled.

Phase 4 North:

From south-side of La Puerta Way to north-side of List Road

- Poles are in the process of being removed.

Phase 4 South:

From Peruvian Avenue to Royal Palm Way

- Construction is 83% complete.
- Switching is near complete and conversions are happening.
- ATT and Comcast are working in the project area.

Phase 5 North:

From Country Club Road to Southland Road

- Construction phase is 96% complete.
 - Comcast is complete but not wrecked out.
 - ATT is 99% complete.
 - Switching and Conversions are complete.
 - Removal of Poles is being scheduled.
-

Phase 5 South:

From South Lake Drive/Hibiscus Avenue & Peruvian Avenue/Royal Palm Way, properties between the intracoastal waterway and the Atlantic Ocean and from Royal Palm Way to Seaspray Avenue.

- Construction phase is 96% complete.
- Switching and Conversions are nearly complete.
- ATT is complete.
- Comcast is complete.
- Pole removal depends on finalizing a few switching orders from FPL.

Phase 6 North:

From Chateaux Drive and Kawama Lane to the south-side of Plantation Road

- Construction phase is 84% complete.
- Switching is progressing
- Poles should be removed summer of 2025.

Phase 6 South:

Seaspray Avenue to the south of Royal Poinciana Way

- Construction is 62% complete.
- Poles should come down in 2025.

Phase 7 North:

Palm Beach Country Club north to the south side of List Road

- Construction is 53% completed.
- Targeting pole removal by November 2025. This is dependent on FPL, ATT, and Comcast completing switching and conversions.

Phase 7 South:

Atlantic Avenue north to Via Los Incas and Sanford Avenue

- Contract has been awarded.
- Waiting for materials from FPL.

Phase 8:

Royal Poinciana Way north to Everglade Avenue

- Contract has been awarded.
-

III. FINANCIAL SUMMARY:

A. FEMA Grant Update:

FEMA has granted the request for an extension of the completion deadline.

B. Project Budget Summary:

There are no significant changes since the last report. Updates include processing of vendor pay applications for design and work performed in active phases. The table below shows the latest construction cost summary which has been updated to include Phase 7 South.

Phase Area	Construction Cost Proposal	Master Plan OPC	Difference	% Difference
3S	\$8,029,384.83	\$7,710,000.00	\$319,384.83	+4.1%
4N	\$4,843,009.99	\$5,360,000.00	(\$516,990.01)	-9.6%
4S	\$8,803,506.00	\$6,400,000.00	\$2,403,506.00	+37.6%
5N	\$7,147,435.31	\$6,960,000.00	\$187,435.31	+2.7%
5S	\$7,962,327.89	\$8,940,000.00	(\$977,672.11)	-10.9%
6N	\$7,867,296.00	\$5,620,000.00	\$2,247,296.00	+40.0%
6S	\$8,149,565.00	\$10,040,000.00	(\$1,890,435.00)	-18.8%
7N	\$10,472,977.00	\$5,980,000.00	\$4,492,977.00	+75.1%
7S	\$11,442,769.58	\$6,300,000.00	\$5,142,769.58	+81.6%
Totals	\$74,718,271.60	\$63,310,000.00	\$11,408,271.60	+18.0%

As shown in the table above, while there is volatility in the individual phases, the overall construction cost for these eight (8) phases is within 18% of the updated, pre-pandemic Master Plan opinion of cost. Additionally, it should be noted that there is anticipated to be a cost savings of over \$540,000 across Phase 4 North, Phase 5 North, and Phase 5 South through the elimination of chicanes. These anticipated savings are reflected in the table.

The cost proposal for Phase 7 South was predominantly based on unit prices that were originally developed for Phase 7 North, without any adjustment. Phase 7 North was also significantly above the Master Plan opinion of cost for that phase due to it being predominantly based on unit prices that were impacted by historically significant changes in market conditions.

cc: Bob Miracle, Deputy Town Manager
Kevin Schanen, Kimley-Horn & Associates

Underground Utility Project Budget
Project Financial Summary
January 31, 2025

Expenditures	Original OPC	Dec 2019 OPC	Budget	Actual	% Expended
Phase 1	\$ 12,620,000	\$ 12,910,000	\$ 12,773,514	\$ 12,718,730	99.6%
Phase 2	\$ 9,170,000	\$ 13,470,000	\$ 13,669,545	\$ 13,634,241	99.7%
Phase 3	\$ 10,910,000	\$ 15,400,000	\$ 18,447,002	\$ 15,422,761	83.6%
Phase 4	\$ 10,370,000	\$ 15,220,000	\$ 19,081,845	\$ 17,685,131	92.7%
Phase 5 (Includes \$8.5 Million FEMA Grant Offset)	\$ 14,090,000	\$ 11,694,645	\$ 18,517,330	\$ 15,409,225	83.2%
Phase 6	\$ 16,820,000	\$ 20,800,000	\$ 19,966,261	\$ 12,503,656	62.6%
Phase 7	\$ 11,730,000	\$ 15,910,000	\$ 24,777,484	\$ 8,092,509	32.7%
Phase 8	\$ 12,300,000	\$ 14,500,000	\$ 18,239,476	\$ 1,622,979	8.9%
Total Project Costs To Date	\$ 98,010,000	\$ 119,904,645	\$ 145,472,456	\$ 97,089,231	66.7%
Other Costs Associated Directly with the Project (Page 8)	\$ 570,000	\$ 2,987,964	\$ 2,987,964	\$ 2,847,301	95.3%
Grand Total of Costs Related to Project	\$ 98,580,000	\$ 122,892,609	\$ 148,460,420	\$ 99,936,532	67.3%
Debt Service and Related Debt Issuance Costs (Page 8)			\$ 21,947,999	\$ 21,947,709	100.0%
Total Other Costs Outside Underground Budget (Page 8)			\$ 690,317	\$ 1,686,453	244.3%
Grand Total of All Costs Related to the Project	\$ 98,580,000	\$ 122,892,609	\$ 149,150,737	\$ 123,570,694	82.8%

Total Project Budget - Opinion of cost for construction	\$ 122,892,609
% Budgeted/Encumbered To Date Project Costs	120.81%
% Spent to Date - Project Costs	81.32%

Project Revenues Received

Revenues	Budget	Actual	% of Budget
Revenues			
Prepaid Assessments	\$ 18,329,914	\$ 18,329,914	0.0%
Assessment Revenue	\$ 25,280,000	\$ 32,393,438	128.1%
Commercial Paper	\$ -	\$ -	0.0%
Town Owned Property Prepaid Assessments	\$ 2,797,291	\$ 2,797,291	100.0%
Interest	\$ 1,667,009	\$ 6,263,578	375.7%
GO Bond Proceeds 2018	\$ 60,500,000	\$ 60,499,897	100.0%
GO Bond Proceeds 2021	\$ 9,198,896	\$ 9,198,896	100.0%
1 Cent Sales Tax (CIP Pay go)	\$ 5,000,000	\$ 4,500,000	90.0%
FPL	\$ 450,246	\$ 450,246	100.0%
FEMA Grant	\$ 8,500,000	\$ 3,919,184	46.1%
Other			
Kevin McGann - CO #9	\$ -	\$ 34,900	0.0%
Donations - Civic Association	\$ 49,250	\$ 49,250	100.0%
Transfer from (307) Fund CIP	\$ 760,200	\$ 760,200	100.0%
Transfer from (401) Fund Marina	\$ 5,200,000	\$ 15,300,000	294.2%
Transfer from (001) General Fund - PM Salary	\$ 942,116	\$ 1,209,157	128.3%
Total Project Revenues	\$ 138,674,922	\$ 155,705,951	112.3%

Underground Utility Project Budget
Phase 1 Project Costs
January 31, 2025

	Original OPC	Dec 2019 OPC	Budget	Actual	% Expended
Project Engineering					
Task 2.1 - Detailed Design North End	590,000		472,063	472,063	100.0%
Task 2.2 - Detailed Design South End	740,000		619,411	619,411	100.0%
Task 2.3 - Permitting Assistance			17,790	17,790	100.0%
Task 2.4 - Bid Phase Assistance			42,166	42,166	100.0%
Task 2.5 - Meetings - Design Phase			125,399	125,383	100.0%
Subtotal Design Phase	\$ 1,330,000	\$ 1,280,000	\$ 1,276,829	\$ 1,276,813	100.0%
Construction Costs					
Phase 1 North Construction					
Preconstruction			\$ 19,720	19,720	100.0%
Burkhardt Construction			\$ 3,598,144	3,606,916	100.2%
Street Light Conversion			\$ 135,322	135,322	100.0%
Change Order for AT&T and Comcast Conduit			\$ 500,655	491,883	98.2%
Utility Design Costs			\$ 15,595	79,767	511.5%
Utility Construction Costs (FPL, Comcast, AT&T)			\$ 476,776	325,523	68.3%
Construction Engineering (KH)			\$ 207,771	205,818	99.1%
	\$ 4,210,000	\$ 4,930,000	\$ 4,953,984	\$ 4,864,949	98.2%
Phase 1 South Construction					
Preconstruction			\$ 22,200	22,200	100.0%
Whiting Turner Construction			\$ 4,450,977	4,518,572	101.5%
Utility Design Costs			\$ 33,013	119,725	362.7%
Utility Construction Costs (FPL, Comcast, AT&T)			\$ 1,374,193	1,250,395	91.0%
Construction Engineering (KH)			\$ 317,963	317,483	99.8%
	\$ 6,800,000	\$ 6,350,000	\$ 6,198,347	\$ 6,228,375	100.5%
Easement Recording Fees			\$ 740	740	100.0%
Legal Costs/Easement Acquisition - Jones Foster	\$ 280,000	\$ 350,000	\$ 301,359	\$ 306,723	101.8%
Legal Sketch and Description - Easements			34,000	33,215	97.7%
Easement Abandonment			\$ 8,256	5,120	62.0%
Legal Advertising				2,795	
Total Phase 1 Costs	\$ 12,620,000	\$ 12,910,000	\$ 12,773,514	\$ 12,718,730	99.6%

Underground Utility Project Budget
Phase 2 Project Costs
January 31, 2025

	Original OPC	Dec 2019 OPC	Budget	Actual	% Expended
Phase 2 Design					
Kimley Horn					
Task 1.1 Phase 2 North Design	335,000		\$ 281,304	\$ 281,304	100.0%
Task 1.2 Phase 2 South Design	400,000		\$ 335,353	\$ 335,353	100.0%
Task 1.3 Permitting Assistance North and South			\$ 12,674	\$ 12,674	100.0%
Task 1.4 Bid Phase Assistance North and South			\$ 40,565	\$ 40,565	100.0%
Task 1.6 Meetings North and South			\$ 136,617	\$ 131,510	96.3%
Total Phase 2 Design	\$ 735,000	\$ 807,000	\$ 806,513	\$ 801,406	99.4%
Construction Costs					
Phase 2 North Construction					
Preconstruction			\$ 35,000	31,970	91.3%
Burkhardt Construction			\$ 3,932,792	3,932,792	100.0%
Owner Purchased Supplies			\$ 253,631	253,631	100.0%
FPL Design Cost			\$ 34,936	34,936	100.0%
ATT Design Cost			\$ 10,000	\$ 10,000	100.0%
Comcast Design Cost			\$ 5,000	\$ 4,582	91.6%
Utility Costs (FPL, Comcast, AT&T)			\$ 496,307	\$ 423,898	85.4%
FPL - Additional Vista Switches			\$ 55,000	\$ 54,938	99.9%
Construction Engineering (KH)			\$ 248,121	\$ 246,227	99.2%
Total Phase 2 North Construction	3,800,000	5,020,000	\$ 5,070,787	\$ 4,992,974	98.5%
Phase 2 South Construction	-				
Preconstruction			\$ 35,000	87,667	250.5%
Burkhardt Construction			\$ 6,419,862	6,383,736	99.4%
Owner Supplied Materials			\$ 175,898	175,898	100.0%
FPL Design Cost			\$ 34,936	34,936	100.0%
ATT Design Cost			\$ 5,000	\$ 5,000	100.0%
Comcast Design Cost			\$ 5,000	\$ 4,582	91.6%
Utility Costs (FPL, Comcast, AT&T)			\$ 601,448	\$ 601,448	100.0%
Reimburse John Moran				\$ 39,240	
Construction Engineering (KH)	-		\$ 325,280	\$ 319,791	98.3%
Total Phase 2 South Construction	4,435,000	7,424,000	\$ 7,602,424	\$ 7,652,297	100.7%
Easement Acquisition/Abandonment	200,000	219,000			
<i>Kimley Horn Easement Assistance</i>					
Task 1.5 Easement Assistance North			\$ 64,936	\$ 64,935	100.0%
Task 1.5 Easement Assistance South			\$ 77,466	\$ 77,467	100.0%
<i>Surveys</i>					
Task 1.7 Legal Sketch North			\$ 14,020	\$ 14,020	100.0%
Task 1.7 Legal Sketch South			\$ 21,725	\$ 20,689	95.2%
Advertising			\$ 1,200	\$ 1,101	91.7%
Recording Costs			\$ 3,605	\$ 3,359	93.2%
Easement Abandonment			\$ 6,870	\$ 5,994	87.2%
Total Easement Acquisition Costs	200,000	219,000	\$ 189,822	\$ 187,564	98.8%
Total Phase 2 Costs	\$ 9,170,000	\$ 13,470,000	\$ 13,669,545	\$ 13,634,241	99.7%

Underground Utility Project Budget
Phase 3 Project Costs
January 31, 2025

	Original OPC	Dec 2019 OPC	Budget	Actual	% Expended
Phase 3 Design					
Kimley Horn					
Task 1.1 Phase 3 North Design	\$ 325,000		\$ 280,189	\$ 280,189	100.0%
Task 1.2 Phase 3 South Design	\$ 535,000		\$ 486,333	\$ 486,323	100.0%
Task 1.3 Permitting Assistance			\$ 13,739	\$ 13,739	100.0%
Task 1.4 Bid Phase Assistance			\$ 36,834	\$ 36,834	100.0%
Task 1.5 Meetings			\$ 77,411	\$ 76,626	99.0%
Total Phase 3 Design	\$ 860,000	\$ 895,000	\$ 894,505	\$ 893,710	99.9%
Construction Costs					
Phase 3 North Construction	\$ 3,700,000	\$ 5,300,000			
Preconstruction			\$ 24,580	\$ 24,580	100.0%
Construction - Burkhardt			\$ 4,100,697	\$ 4,100,697	100.0%
Owner supplied materials			\$ 2,797	\$ 3,456	123.6%
FPL Design Cost			\$ 12,850	\$ 2,700	21.0%
ATT Design Cost			\$ 5,000	\$ 5,000	100.0%
Comcast Design Cost			\$ 3,128	\$ 3,128	100.0%
FPL Construction			\$ 87,101	\$ 87,101	100.0%
Street Light Conversion			\$ 4,249	\$ 7,012	165.0%
Utility Costs (Comcast & ATT)			\$ 409,387	\$ 428,207	104.6%
Construction Engineering (KH)			\$ 236,976	\$ 224,829	94.9%
Daniella Construction - Nightingale/LaPuerta - Townwide portion			\$ 457,851	\$ 457,851	100.0%
FPL Nightingale/LaPuerta - Townwide Portion			\$ 85,796	\$ 85,796	100.0%
Comcast Nightingale/LaPuerta - Townwide Portion			\$ 8,885	\$ 8,885	100.0%
AT&T Nightingale/LaPuerta Townwide Portion			\$ 30,555	\$ 30,555	100.0%
Billing for Arnold Fisher relocate transformer Deanna Davis and Cohan			\$ (17,647)	(17,647)	100.0%
Total Phase 3 North Construction	\$ 3,700,000	\$ 5,300,000	\$ 5,452,205	\$ 5,452,150	100.0%
Phase 3 South Construction	\$ 6,090,000	\$ 8,875,000			
Preconstruction			\$ 33,400	\$ 33,400	100.0%
Construction		\$ 8,029,385	\$ 9,937,101	\$ 6,696,099	67.4%
Owner supplied Pipe			\$ 153,809	\$ 138,366	90.0%
FPL Construction			\$ 562,000	\$ 562,905	100.2%
FPL Design Cost			\$ 11,359	\$ 17,159	151.1%
FPL - 101 El Brillo			\$ 10,875	\$ 10,875	100.0%
ATT Design and Construction Cost			\$ 537,254	\$ 631,371	117.5%
Comcast Design and Construction Cost			\$ 195,128	\$ 335,723	172.1%
Construction Engineering (KH)			\$ 322,540	\$ 318,213	98.7%
Total Phase 3 South Construction	\$ 6,090,000	\$ 8,875,000	\$ 11,763,466	\$ 8,744,110	74.3%
Easement Acquisition/Abandonment	\$ 260,000	\$ 330,000			
<i>Kimley Horn Easement Assistance</i>					
Task 1 Easement Assistance North and South			\$ 273,390	\$ 271,913	99.5%
Easement Amendment			\$ 49,285	\$ 49,198	99.8%
<i>Surveys</i>					
Recording Costs			\$ 6,000	\$ 5,137	85.6%
Easement Abandonment			\$ 8,150	\$ 6,542	80.3%
Total Easement Acquisition Costs	\$ 260,000	\$ 330,000	\$ 336,825	\$ 332,791	98.8%
Total Phase 3 Costs	\$ 10,910,000	\$ 15,400,000	\$ 18,447,002	\$ 15,422,761	83.6%

Underground Utility Project Budget
Phase 4 Project Costs
January 31, 2025

	Original OPC	Dec 2019 OPC	Budget	Actual	% Expended
Phase 4 Design					
Kimley Horn					
Task 1.1 Phase 4 North Design	\$ 402,000		\$ 312,317	312,317	100.0%
Task 1.2 Phase 4 South Design	\$ 413,000		\$ 451,284	451,284	100.0%
Task 1.3 Permitting Assistance			\$ 14,468	14,468	100.0%
Task 1.4 Bid Phase Assistance			\$ 37,899	37,899	100.0%
Task 1.6 Meetings			\$ 77,911	77,383	99.3%
Total Phase 4 Design	\$ 815,000	\$ 894,000	\$ 893,879	893,351	99.9%
Construction Costs					
Phase 4 North Construction	4,605,000	6,275,000			
Preconstruction			\$ 22,270	22,270	100.0%
Construction Costs			\$ 5,016,315	4,923,217	98.1%
Owner Supplied Pipe and Vaults			\$ 156,238	156,238	100.0%
FPL BCE			\$ 91,543	91,543	100.0%
FPL Design Cost			\$ 12,757	12,850	100.7%
ATT Design Cost			\$ 5,000	91,208	1824.2%
Comcast Design and Construction Cost			\$ 173,151	3,128	1.8%
Utility Costs (FPL, Comcast, AT&T)			\$ 353,715	353,715	100.0%
Street Light Conversion FPL			\$ 4,222	4,222	100.0%
Construction Engineering (KH)			\$ 324,309	324,023	99.9%
Total Phase 4 North Construction	\$ 4,605,000	\$ 6,275,000	\$ 6,159,520	5,982,413	97.1%
Phase 4 South Construction	4,710,000	7,640,000			
Preconstruction			\$ 34,800	34,800	100.0%
Construction			\$ 8,909,957	7,634,118	85.7%
Construction with Lake Drive Park			\$ 320,311	363,499	113.5%
Owner Supplied Pipes			\$ 2,170	2,170	100.0%
Reimbursement from Preservation Foundation			\$ (102,500)	(102,500)	100.0%
Street Light Conversion (FPL)			\$ 7,098	7,098	100.0%
FPL Design Cost			\$ 13,160	1,350	10.3%
ATT Design Cost			\$ 5,000	5,000	100.0%
Comcast Design Cost			\$ 3,128	3,128	100.0%
Kimley Horn - Design services Hibiscus Ave			\$ 12,047	11,940	99.1%
Utility Costs (FPL, Comcast, AT&T)			\$ 2,013,298	2,075,861	103.1%
Construction Engineering (KH)			\$ 333,659	301,014	90.2%
Total Phase 4 South Construction	\$ 4,710,000	\$ 7,640,000	\$ 11,552,128	10,337,477	89.5%
Easement Acquisition/Abandonment	\$ 240,000	\$ 411,000			
<i>Kimley Horn Easement Assistance</i>					
Easement Assistance (KH)			\$ 280,270	280,254	100.0%
Easement Assistance (KH) -- Switches			\$ 67,747	67,481	99.6%
Easement Assistance (KH)			\$ 59,369	60,956	102.7%
<i>Surveys</i>					
Legal Sketch			\$ 38,230	38,092	99.6%
Legal Sketch - Switches			\$ 4,967		
Jones Foster - Legal					
Recording Costs			\$ 7,000	6,371	91.0%
Easement Abandonment			\$ 18,735	18,735	100.0%
Total Easement Acquisition Costs	\$ 240,000	\$ 411,000	\$ 476,318	471,889	99.1%
Total Phase 4 Costs	\$ 10,370,000	\$ 15,220,000	\$ 19,081,845	17,685,131	92.7%

Underground Utility Project Budget
Phase 5 Project Costs
January 31, 2025

	Original OPC	Dec 2019 OPC	Budget	Actual	% Expended
Phase 5					
Kimley Horn					
Task 1.1 Phase 5 North Design	\$ 520,000		\$ 454,210	\$ 454,210	100.0%
Task 1.2 Phase 5 South Design	\$ 600,000		\$ 606,951	\$ 606,951	100.0%
Task 1.3 Permitting Assistance North/South			\$ 17,100	\$ 17,100	100.0%
Task 1.4 Bid Phase Assistance North/South			\$ 37,899	\$ 37,899	100.0%
Task 1.6 Meetings North/South			\$ 77,911	\$ 77,905	100.0%
Total Phase 5 Design	\$ 1,120,000	\$ 1,195,000	\$ 1,194,071	\$ 1,194,065	100.0%
Construction Costs					
Phase 5 North Construction	\$ 5,890,000	\$ 8,055,000			
Preconstruction			\$ 59,100	59,100	100.0%
Construction			\$ 6,456,367	6,075,336	94.1%
Construction Manager - Burkhardt			\$ 940,702	983,684	104.6%
Utility Costs (FPL, Comcast, AT&T)			\$ 333,639	333,639	100.0%
AT&T Design			\$ 5,000	5,000	100.0%
FPL Design Costs			\$ 16,223	30,330	187.0%
Reimburse Caren and Gary Marder work performed			\$ 6,100	6,100	100.0%
Construction Engineering (KH)			\$ 334,147	324,443	97.1%
Total Phase 5 North Construction	\$ 5,890,000	\$ 8,055,000	\$ 8,151,279	\$ 7,817,633	95.9%
Phase 5 South Construction	\$ 6,750,000	\$ 10,545,000			
Preconstruction			\$ 59,100	59,100	100.0%
Construction			\$ 6,629,361	4,156,205	62.7%
Infrastructure from Phase 4 south bid - Not part of Grant			\$ 163,350	57,460	35.2%
Construction Manager - Burkhardt			\$ 979,098	783,278	80.0%
Four Arts Reimbursement			\$ (8,493)	(8,493)	
Utility Costs (FPL, Comcast, AT&T)			\$ 641,597	676,082	105.4%
AT&T Design			\$ 5,000	5,000	100.0%
FPL Design Costs			\$ 21,043	21,043	100.0%
Construction Engineering (KH)			\$ 334,159	308,405	92.3%
Total Phase 5 South Construction	\$ 6,750,000	\$ 10,545,000	\$ 8,824,214	\$ 6,058,080	68.7%
Easement Acquisition/Abandonment	\$ 330,000	\$ 365,000			
<i>Kimley Horn Easement Assistance</i>					
Easement Assistance			\$ 218,600	\$ 218,602	100.0%
Easement Assistance			\$ 81,086	\$ 78,699	97.1%
<i>Surveys</i>					
Legal Sketch			\$ 41,080	\$ 35,672	86.8%
Legal Ads			\$ 1,000	\$ 585	58.5%
Recording Costs			\$ 6,000	\$ 5,891	98.2%
Easement Abandonment				\$ -	
Total Easement Acquisition Costs	\$ 330,000	\$ 365,000	\$ 347,766	\$ 339,448	97.6%
FEMA Grant		\$ (8,465,355)			
Total Phase 5 Costs	\$ 14,090,000	\$ 11,694,645	\$ 18,517,330	\$ 15,409,225	83.2%

Underground Utility Project Budget
Phase 6 Project Costs
January 31, 2025

	OPC	Dec 2019 OPC	Budget	Actual	% Expended
Phase 6 Design					
Kimley Horn					
Task 1.1 Phase 6 North Design	\$ 420,000		\$ 475,019	\$ 475,019	100.0%
Task 1.2 Phase 6 South Design	\$ 940,000		\$ 826,551	\$ 826,551	100.0%
Task 1.3 Permitting Assistance North/South			\$ 17,694	\$ 17,694	100.0%
Task 1.4 Bid Phase Assistance North/South			\$ 35,938	\$ 35,938	100.0%
Task 1.6 Meetings North			\$ 84,791	\$ 84,765	100.0%
Total Phase 6 Design	\$ 1,360,000	\$ 1,440,000	\$ 1,439,993	\$ 1,439,967	100.0%
Utility and Construction Costs					
Phase 6 North Construction	\$ 4,790,000	\$ 6,615,000			
Preconstruction			\$ 24,270	24,270	100.0%
Construction			\$ 7,867,296	3,823,985	48.6%
Approved Change Orders					
FPL Design Cost			\$ 15,868	29,198	184.0%
ATT Design Cost					
Comcast Design Cost					
Utility Costs (FPL, Comcast, AT&T)			\$ 295,632	554,193	187.5%
Construction Engineering (KH)			\$ 344,177	327,110	95.0%
Total Phase 6 North Construction	\$ 4,790,000	\$ 6,615,000	\$ 8,547,243	\$ 4,758,756	55.7%
Phase 6 South Construction	\$ 10,270,000	\$ 12,298,000			
Preconstruction			\$ 24,270	24,270	100.0%
Construction			\$ 8,400,000	4,590,772	54.7%
Approved Change Orders					
FPL Design Cost			\$ 29,924	29,924	100.0%
ATT Design Cost			\$ 10,000	10,000	100.0%
Comcast Design Cost					
Utility Costs (FPL, Comcast, AT&T)			\$ 754,815	952,480	126.2%
Construction Engineering (KH)			\$ 344,007	283,396	82.4%
Total Phase 6 South Construction	\$ 10,270,000	\$ 12,298,000	\$ 9,563,016	\$ 5,890,841	61.6%
Easement Acquisition/Abandonment	\$ 400,000	\$ 447,000			
<i>Kimley Horn Easement Assistance</i>					
Easement Assistance			\$ 351,594	\$ 371,979	105.8%
<i>Surveys</i>					
Legal Sketch			\$ 58,415	\$ 38,011	65.1%
Legal Ads			\$ 1,000	\$ 113	11.3%
Recording Costs			\$ 5,000	\$ 3,989	79.8%
Easement Abandonment				\$ -	
Total Easement Acquisition Costs	\$ 400,000	\$ 447,000	\$ 416,009	\$ 414,091	99.5%
Total Phase 6 Costs	\$ 16,820,000	\$ 20,800,000	\$ 19,966,261	\$ 12,503,656	62.6%

Underground Utility Project Budget
Phase 7 Project Costs
January 31, 2025

	OPC	Dec 2019 OPC	Budget	Actual	% Expended
Phase 7 Design					
Kimley Horn					
Task 1.1 Phase 7 North Design	\$ 450,000		\$ 492,488	\$ 492,488	100.0%
Task 1.2 Phase 7 South Design	\$ 480,000		\$ 630,830	\$ 630,830	100.0%
Task 1.3 Bid Phase Assistance North and South			\$ 35,938	\$ 35,938	100.0%
Task 1.4 Meetings North and South			\$ 77,616	\$ 77,535	99.9%
Total Phase 7 Design	\$ 930,000	\$ 1,237,000	\$ 1,236,872	\$ 1,236,791	100.0%
Utility and Construction Costs					
Phase 7 North Construction	\$ 5,140,000	\$ 7,005,000			
Preconstruction			\$ 47,500	11,515	24.2%
Construction			\$ 10,472,977	5,785,629	55.2%
Chicane Demonstrations			\$ 47,500	19,558	41.2%
FPL Design Cost			\$ 15,806	41,728	264.0%
ATT Design Cost					
Comcast Design Cost					
Utility Costs (FPL, Comcast, AT&T)			\$ 245,460	245,460	100.0%
Construction Engineering (KH)			\$ 354,458	223,301	63.0%
Total Phase 7 North Construction	\$ 5,140,000	\$ 7,005,000	\$ 11,183,701	\$ 6,327,191	56.6%
Phase 7 South Construction	\$ 5,380,000	\$ 7,320,000			
Preconstruction			\$ 47,500	35,785	75.3%
Construction			\$ 11,442,770		
Chicane Demonstrations			\$ 47,500	19,558	41.2%
FPL Design Cost			\$ 19,953	19,953	100.0%
ATT Design Cost					
Comcast Design Cost					
Utility Costs (FPL, Comcast, AT&T)				-	
Construction Engineering (KH)			\$ 376,765	32,089	
Total Phase 7 South Construction	\$ 5,380,000	\$ 7,320,000	\$ 11,934,488	\$ 107,385	0.9%
Easement Acquisition/Abandonment	\$ 280,000	\$ 348,000			
<i>Kimley Horn Easement Assistance</i>					
Easement Assistance			\$ 346,459	\$ 346,356	100.0%
Easement Assistance			\$ 69,964	\$ 69,919	99.9%
<i>Surveys</i>					
Legal Sketch					
Legal Ads			\$ 1,000	\$ 113	11.3%
American Acquisition Group					
Temp Services					
Legal Advertising					
Recording Costs			\$ 5,000	\$ 4,754	95.1%
Total Easement Acquisition Costs	\$ 280,000	\$ 348,000	\$ 422,423	\$ 421,142	99.7%
Total Phase 7 Costs	\$ 11,730,000	\$ 15,910,000	\$ 24,777,484	\$ 8,092,509	32.7%

Underground Utility Project Budget
Phase 8 Project Costs
January 31, 2025

	OPC	Dec 2019 OPC	Budget	Actual	% Expended
Phase 8 Design					
Kimley Horn					
Task 1.1 Phase 8 Design	\$ 1,010,000	\$ 1,151,000	\$ 1,029,017	\$ 1,029,017	100.0%
Task 1.2 Permitting Assistance			\$ 17,694	\$ 15,925	90.0%
Task 1.3 Bid Phase Assistance			\$ 14,430	\$ 14,430	100.0%
Task 1.4 Meetings			\$ 89,778	\$ 89,752	100.0%
Task 1.5 Easement Assistance			\$ 129,997	\$ 129,993	100.0%
Total Phase 8 Design	\$ 1,010,000	\$ 1,151,000	\$ 1,280,916	\$ 1,279,116	99.9%
Utility and Construction Costs					
Phase 8 Construction	\$ 10,990,000	\$ 13,107,000			
Preconstruction					
Construction			\$ 16,113,771		
Approved Change Orders					
FPL Design Cost			\$ 13,160	13,160	100.0%
ATT Design Cost					
Comcast Design Cost					
Utility Costs (FPL, Comcast, AT&T)					
Construction Engineering (KH)			\$ 470,759		
Total Phase 8 North Construction	\$ 10,990,000	\$ 13,107,000	\$ 16,597,690	\$ 13,160	0.1%
Easement Acquisition/Abandonment	\$ 300,000	\$ 242,000			
<i>Kimley Horn Easement Assistance</i>					
Easement Assistance			\$ 227,724	\$ 226,073	99.3%
Additional Easement Assistance PO240618			\$ 78,372	\$ 60,659	77.4%
<i>Surveys</i>					
Legal Sketch					
Legal Ads				\$ 56	
American Acquisition Group					
Kimley Horn Grant Assistance BRIC Grant			\$ 49,774	\$ 41,587	83.6%
Temp Services					
Recording Costs			\$ 5,000	\$ 2,327	46.5%
Total Easement Acquisition Costs	\$ 300,000	\$ 242,000	\$ 360,870	\$ 330,703	91.6%
Total Phase 8 Costs	\$ 12,300,000	\$ 14,500,000	\$ 18,239,476	\$ 1,622,979	8.9%

Underground Utility Project Budget
Other Project Costs
January 31, 2025

Master Plan	Budget	Actual	% Expended
Task 1.1 - Data Collection & GIS Base Mapping	\$ 88,021	\$ 88,021	100.0%
Task 1.1a Data Collection for Future Communications	\$ 23,511	\$ 23,511	100.0%
Task 1.2 - Conceptual Design and Master Plan	\$ 161,756	\$ 161,756	100.0%
Task 1.3 - Project Sequencing and Phasing	\$ 31,244	\$ 31,244	100.0%
Task 1.4 - Assessment of Traffic Impacts	\$ 77,660	\$ 77,660	100.0%
Task 1.5 - Project Delivery Methods	\$ 17,448	\$ 17,448	100.0%
Task 1.6 - Master Plan Document	\$ 45,053	\$ 45,053	100.0%
Task 1.7 - Meetings Master Planning Phase	\$ 113,135	\$ 113,123	100.0%
Task 1.8 - Master Plan Second Half	\$ 40,067	\$ 40,067	100.0%
Subtotal Master Planning	\$ 597,895	\$ 597,883	100.0%
Comcast Preplanning - Master Plan	\$ 12,015	\$ 12,015	100.0%
Assessment Costs, Legal, Fees and Discounts	\$ 950,000	\$ 952,624	100.3%
Project Manager - Pay and benefits	\$ 840,000	\$ 786,590	93.6%
Temp Services - Easement Acquisition	\$ 150,000	\$ 106,050	70.7%
Other Miscellaneous Expenses		\$ 31,988	
General Easement Assistance	\$ 55,535	\$ 32,477	58.5%
Community Outreach	\$ 282,519	\$ 227,674	80.6%
Peer Review Study - Patterson & Dewar (\$50,000 Offsetting Revenue)	\$ 100,000	\$ 100,000	100.0%
Total Other Project Costs	\$ 2,987,964	\$ 2,847,301	95.3%

Debt Service and Related Debt Issuance Costs

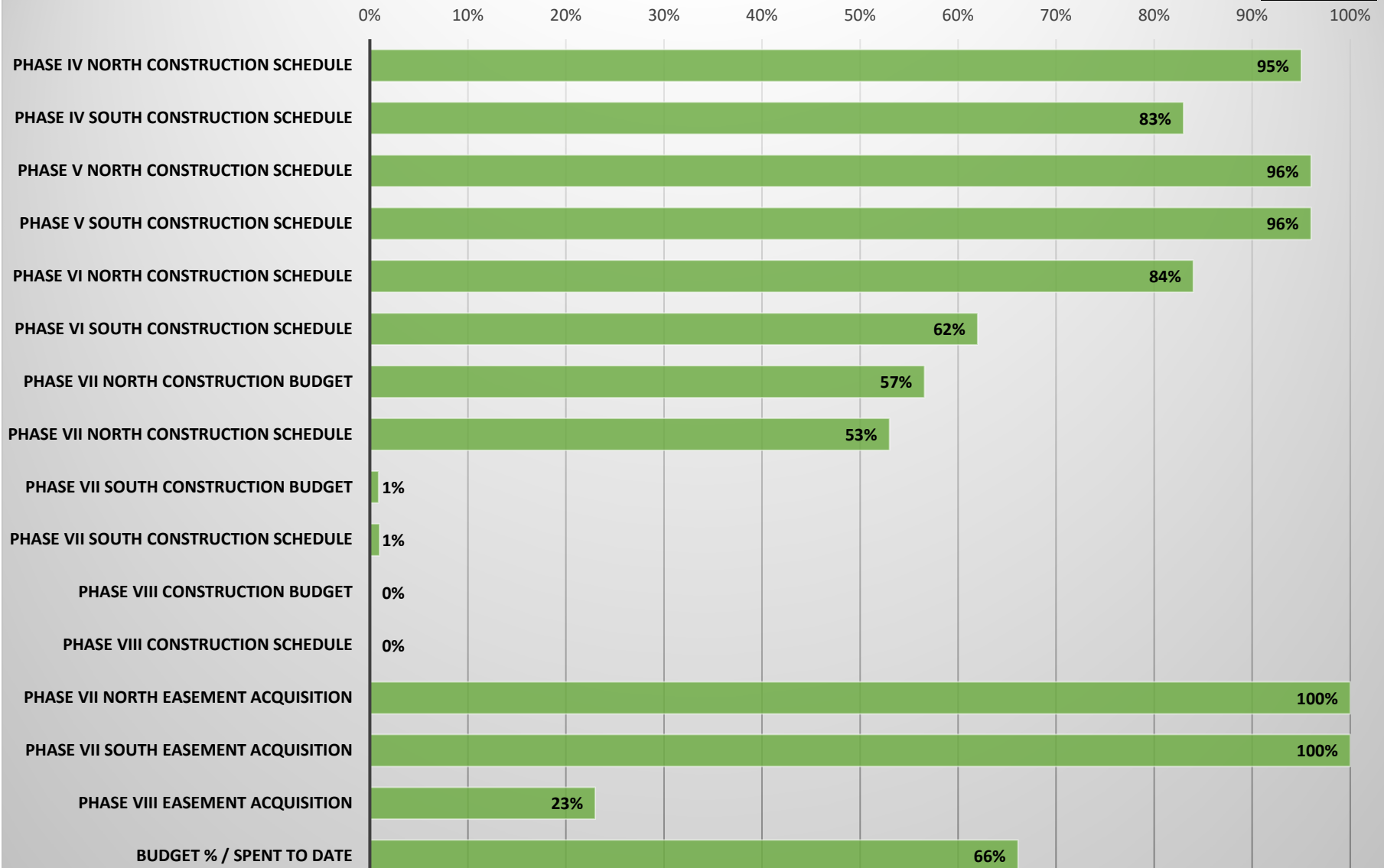
	Budget	Actual	% Expended
Commercial Paper Issuance Cost	\$ 260,116	\$ 260,116	100.0%
Commercial Paper Interest	\$ 243,096	\$ 243,096	100.0%
Arbitrage Rebate Calculation	\$ 2,500	\$ 4,300	172.0%
Debt Service Fees	\$ 2,000	\$ 500	25.0%
GO Bond Closing Costs 2018	\$ 488,271	\$ 487,471	99.8%
GO Bond Closing Costs 2021	\$ 202,169	\$ 202,380	100.1%
GO Bond Debt Service	\$ 20,749,847	\$ 20,749,847	100.0%
Total Debt Service and Related Debt Issuance Costs	\$ 21,947,999	\$ 21,947,709	100.0%

Related Costs Outside of the Underground Project Budget

	Budget	Actual	% Expended
Costs paid from (307) Fund CIP			
Underground City of Lake Worth Section			
Project Design	\$ 25,231	\$ 24,430	96.8%
Project Construction	\$ 351,081	\$ 351,081	100.0%
Project Construction Engineering	\$ 11,607	\$ 12,849	110.7%
Utility Cost (FPL, Comcast, AT&T)	\$ 134,333	\$ 127,531	94.9%
Project Meeting Attendance	\$ 3,334	\$ 2,914	87.4%
Total Lake Worth Section	\$ 525,586	\$ 518,805	98.7%
Ibis Way PGD Improvements	\$ 14,583	\$ 14,583	100.0%
Crosswalk Spare Conduits	\$ 26,148	\$ 24,841	95.0%
General Fund Costs			
Goldmacher v TPB Legal and Other Costs		\$ 183,701	
Kosberg v TPB Legal and Other Costs		\$ 615,602	
PBT Real Estate v TPB		\$ 197,178	
Gardner, Bist Bowden, Bush (Shel Wright)		\$ 24,799	
Telecommunications Consultant	\$ 89,000	\$ 83,210	93.5%
Peter Brandt (Contract Negotiations)	\$ 35,000	\$ 23,735	67.8%
Total Related Costs Outside of the Budget	\$ 690,317	\$ 1,686,453	244.3%

Town of Palm Beach - Underground Utility Project Dashboard - January 2025

Status Legend
 Green - On Task
 Yellow - Caution
 Red - Not on Task
 Complete - Not Shown



THE GOOD, THE BAD AND THE UGLY

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Discussion on Traffic Mitigation

Kirk Blouin, Town Manager

TIME CERTAIN: 11:00 A.M.

a. Corrected RESOLUTION NO. 022-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida Temporarily Amending the Hours for Construction Work Set Forth in Section 42-199 of the Town's Code of Ordinances for the Benefit of the Health, Safety and Welfare of the Residents; and Providing an Effective Date.

b. Further Discussion and Review of Draft Ordinance to Mandate the use of Construction Management Agreement

c. Further Discussion of Proposed Draft Ordinance to Limit Number of Building Permits

d. Right of Way Division of Responsibilities

Presenter

ATTACHMENTS:

- ▣ **Memorandum Dated February 26, 2025, From Wayne Bergman, Director of Planning, Zoning and Building**
- ▣ **a. Resolution No. 022-2025 (redlined)**
- ▣ **a. Resolution No. 022-2025 (corrected)**
- ▣ **b. Draft Ordinance No. 004-2025: Requiring Construction Management Agreements**
- ▣ **d. Memorandum Dated January 27, 2025 from H. Paul Brazil, P.E., Director of Public Works**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

To: Mayor and Town Council

From: Wayne Bergman, Director of Planning, Zoning & Building



Cc: Kirk Blouin, Town Manager & James Murphy, Asst. Director of PZB

Re: Traffic Mitigation Strategies and Proposals – Update on Construction Work Hours, the CMA Ordinance, and Number of Permits Based Upon Area of Town

Date: February 26, 2025

At last month's Town Council Regular meeting, the Council reviewed three items provided by the Town Attorney and PZB. They were:

1. A draft resolution to temporarily change the construction hours. This was adopted the following day as Res. No. 022-2025. The Monday through Friday hours change to start at 7:30 am, with an hour of quiet time until 8:30 am, then conclude at 5:30 pm. Workers can arrive on the site at 7:00 am. The Resolution has been revised to clarify Saturday work hours and should be considered at the March 4, 2025 meeting.
2. A draft ordinance to mandate the use of Construction Management Agreements (CMA) for any new building, building addition, or alteration with a project value of more than a set amount of money. Last month staff proposed \$750,000 as the baseline project value, but most Council Members felt this value was too low. The CMA threshold has been increased to \$1,000,000 for project value or 5,000 sq ft for project size. Staff looked at possibly requiring the CMA option for only projects of a certain size lot but that does not appear to be an easy solution either, as small projects can occur on large lots and large projects (the most impactful) can occur on small lots. The goal of the CMA is that it will be executed by the contractor and owner before the building permit for the work is issued. Also, based upon legitimate concerns from the local building industry, tool trucks, subcontractors working limited hours, transportation modes, and projects with less than five total workers are exempted from the CMA. The CMA ordinance received multiple changes which will be detailed during staff's presentation. The draft updated ordinance and draft updated CMA are attached.
3. A draft ordinance to limit the number of building permits based upon the area of the Town. Also, this possible ordinance needs to be reviewed to make sure that it would be legally defensible. Joanne O'Connor is working on this legal review currently but has mentioned concerns with this approach.

Attachments

ITEM # 1

RESOLUTION NO. 022-2025 (CORRECTED)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, FLORIDA, TEMPORARILY AMENDING THE HOURS FOR CONSTRUCTION WORK SET FORTH IN SECTION 42-199 OF THE TOWN'S CODE OF ORDINANCES FOR THE BENEFIT OF THE HEALTH, SAFETY AND WELFARE OF THE RESIDENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Florida Constitution and Chapter 166, Florida Statutes, the Town Council of the Town of Palm Beach (Town) has the home rule powers and authority to govern development within the Town; and

WHEREAS, Section 42-199(c) of the Town's Code of Ordinances authorizes the Town Council, in its discretion, to by resolution temporarily amend the hours for construction work set forth in that section for the benefit of the health, safety and welfare of thee residents of the Town; and

WHEREAS, traffic and congestion within the Town have become highly problematic and are adversely affecting the Town's public health, safety and welfare; and

WHEREAS, there is presently a significant amount of residential and non-residential development occurring in the Town;

WHEREAS, nearly all of the contractors, and their various subcontractors, working on development projects in the Town travel to work in the Town from outside the Town;

WHEREAS, it is believed that the daily trips to the Town by construction workers is contributing to this problem; and

WHEREAS, the Town Council has determined that temporarily expanding the hours for construction work set forth in Section 42-199(b) of the Town's Code of Ordinances will relieve the traffic and congestion in the Town and thereby promote the health, safety and welfare of the Town's residents;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, FLORIDA AS FOLLOWS:

SECTION 1. The whereas clauses are incorporated herein, and represent the Town Commission's legislative findings and intent regarding the necessity of temporarily amending the hours for construction work.

SECTION 2. The hours for construction work set forth in Section 42-199(b) of the Town's Code of Ordinance are hereby temporarily amended to permit construction work not otherwise prohibited by Section 42-198 or other work resulting in noise tending to disturb the people in the vicinity thereof to begin no earlier than 7:30 a.m. and to cease by 5:30 p.m.

Monday through Friday, except Sunday and observed town holidays, when all construction work, other than as excepted in section 42-230, is prohibited. In no event shall heavy equipment or other outdoor construction-related noise be permitted before 8:30 a.m. Workers are prohibited from arriving at construction sites prior to 7:00 a.m. **The hours for construction work on Saturdays remain unchanged and as set forth in section 42-199.**

SECTION 3. This change to the construction hours in Section 42-199(b) provided herein shall remain in effect only through the end of May 15, 2025. These changes are of a temporary nature to permit the Town to carefully but expeditiously study the impact of the change in construction hours on the traffic and congestion problem in the Town.

SECTION 4. To the extent not included herein, all other provisions of Section 42-199 remain in full force and effect, including the exceptions set forth in Section 42-199(c).

SECTION 5. This Resolution shall take effect immediately upon its execution.

PASSED AND ADOPTED in a regular adjourned session of the Town Council of the Town of Palm Beach this **4th** day of **March, 2025.**

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Edward A. Cooney, Town Council Member

Kelly Churney, Town Clerk

Bridget Moran, Town Council Member

RESOLUTION NO. 022-2025 (CORRECTED)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, FLORIDA, TEMPORARILY AMENDING THE HOURS FOR CONSTRUCTION WORK SET FORTH IN SECTION 42-199 OF THE TOWN'S CODE OF ORDINANCES FOR THE BENEFIT OF THE HEALTH, SAFETY AND WELFARE OF THE RESIDENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Florida Constitution and Chapter 166, Florida Statutes, the Town Council of the Town of Palm Beach (Town) has the home rule powers and authority to govern development within the Town; and

WHEREAS, Section 42-199(c) of the Town's Code of Ordinances authorizes the Town Council, in its discretion, to by resolution temporarily amend the hours for construction work set forth in that section for the benefit of the health, safety and welfare of the residents of the Town; and

WHEREAS, traffic and congestion within the Town have become highly problematic and are adversely affecting the Town's public health, safety and welfare; and

WHEREAS, there is presently a significant amount of residential and non-residential development occurring in the Town;

WHEREAS, nearly all of the contractors, and their various subcontractors, working on development projects in the Town travel to work in the Town from outside the Town;

WHEREAS, it is believed that the daily trips to the Town by construction workers is contributing to this problem; and

WHEREAS, the Town Council has determined that temporarily expanding the hours for construction work set forth in Section 42-199(b) of the Town's Code of Ordinances will relieve the traffic and congestion in the Town and thereby promote the health, safety and welfare of the Town's residents;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, FLORIDA AS FOLLOWS:

SECTION 1. The whereas clauses are incorporated herein, and represent the Town Commission's legislative findings and intent regarding the necessity of temporarily amending the hours for construction work.

SECTION 2. The hours for construction work set forth in Section 42-199(b) of the Town's Code of Ordinance are hereby temporarily amended to permit construction work not otherwise prohibited by Section 42-198 or other work resulting in noise tending to disturb the people in the vicinity thereof to begin no earlier than 7:30 a.m. and to cease by 5:30 p.m.

Monday through Friday, except Sunday and observed town holidays, when all construction work, other than as excepted in section 42-230, is prohibited. In no event shall heavy equipment or other outdoor construction-related noise be permitted before 8:30 a.m. Workers are prohibited from arriving at construction sites prior to 7:00 a.m. The hours for construction work on Saturdays remain unchanged and as set forth in section 42-199.

SECTION 3. This change to the construction hours in Section 42-199(b) provided herein shall remain in effect only through the end of May 15, 2025. These changes are of a temporary nature to permit the Town to carefully but expeditiously study the impact of the change in construction hours on the traffic and congestion problem in the Town.

SECTION 4. To the extent not included herein, all other provisions of Section 42-199 remain in full force and effect, including the exceptions set forth in Section 42-199(c).

SECTION 5. This Resolution shall take effect immediately upon its execution.

PASSED AND ADOPTED in a regular adjourned session of the Town Council of the Town of Palm Beach this ____ day of March, 2025.

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Edward A. Cooney, Town Council Member

Kelly Churney, Town Clerk

Bridget Moran, Town Council Member

ORDINANCE NO. 004-2025

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 18- BUILDING AND BUILDING REGULATIONS, ARTICLE VII.- CONSTRUCTION SITE MANAGEMENT BY ADDING SECTION 18-354 TO REQUIRE A CONSTRUCTION MANAGEMENT AGREEMENT AND OFF-ISLAND PARKING FOR CONTRACTORS FOR CERTAIN CONSTRUCTION PROJECTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Palm Beach, Florida (“Town”) is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town has the authority, pursuant to Article VIII, Section 2(b) of the Florida Constitution, and Chapter 166, Florida Statutes, to adopt such regulations as it deems appropriate to further the health, safety, and welfare of its residents; and

WHEREAS, traffic and congestion within the Town have become highly problematic and are adversely affecting the Town’s public health, safety, and welfare; and

WHEREAS, the Town is a barrier island that is essentially built out, with residential being the predominant land use within the Town; and

WHEREAS, there exists in areas of the Town a significant amount of resident and commercial development and re-development; and

WHEREAS, nearly all of the contractors and subcontractors working on development projects in the Town travel to work on construction sites in the Town from outside the Town; and

WHEREAS, the heavy concentration of construction activity and associated construction employee vehicles cause vehicular traffic congestion on residential and commercial streets, impede the movement of traffic, restrict parking availability, and unduly restrict access of patrons and visitors to commercial areas and residents and their guests to their homes; and

WHEREAS, requiring that property owners and their contractors provide a Construction Management Agreement to address the traffic and parking impacts caused by construction projects will assist the Town to preserve the residents' quality of life; preserve the safety of Town residents including pedestrians, bicyclists and children; ensure the high quality of the Town's residential and commercial neighborhoods; preserve property values; and otherwise protect the health, safety, and welfare of the public, and

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Palm Beach, Palm Beach County, Florida, as follows:

Section 1. The recitations set forth above are true and correct and incorporated herein as legislative findings of the Town Council.

Section 2. The Code of Ordinances of the Town of Palm Beach is hereby amended at Chapter 18 – Building and Building Regulations, Article VII.-Construction Site Management by adding Section 18-354 to read:

“Sec. 18-354- Construction management agreement.

(1) Construction management agreement required. No building permit shall be issued for the construction of (a) any new building(s), building addition or demolition over 5,000 square feet, or (b) any building, grading, shoring project, or alteration project with an aggregate value of \$1,000,000 or more (referred to herein as a “major construction project”), unless a Construction Management Agreement (CMA) has been submitted by the property owner and contractor of record and approved by the building official. The CMA shall address deliveries, parking, and site access to reduce adverse traffic and parking impacts on Town roads and rights-of-way, and other potential adverse impacts on the Town and its residents arising from such activities associated with the proposed construction project. The CMA shall be signed by the owner of the property and the

contractor of record, confirming their understanding of the agreement and the penalties associated with noncompliance. The CMA shall not be required if the construction project which meets the above description will have five or less total workers on site at all times.

(2) Pre-construction meeting. Prior to permit issuance, the property owner or its representative and the contractor shall execute the CMA and schedule a pre-construction meeting with the building official or his designee, representative(s) of the Town Public Works Department, owner's representatives, contractor, and all prime sub-contractors to review the CMA implementation and Town regulations for construction site management.

(3) Requirements of CMA. The CMA shall contain the following information:

- (a) The location of the proposed work.*
- (b) An educated estimate of the number of workers (employees, contractors, and subcontractors) that will be needed during the most strenuous construction phases.*
- (c) A construction schedule providing dates for each milestone required for full and complete close-out, delivery, and conclusion of construction activities at the property.*
- (d) Job site, facilities, and storage information to include the location on the project site for material storage, dumpster, portable toilets, tire cleaning area, stilt fence, etc.; a construction screening plan in compliance with sections 18-201, 18-353, and 54-99; a material lay-down; a plan for rodent control; a plan for dust control pursuant to section 42-164; a plan for noise control pursuant to sections 42-196 through 42-229; a trash removal plan pursuant to section 18-351; and the contractor's agreement to mitigate any dirt or debris from accumulating on the public right-of-way.*
- (e) A delivery plan in accordance with subsection 18-354(3) of this section.*
- (f) A parking plan in accordance with subsection 18-354(4) of this section.*
- (g) An agreement by the contractor to notify all subcontractors, suppliers, and others performing construction-related work on the property of the Town's construction hours in section 42-199, as may be temporarily amended in accordance with subsection 42-199(c)(5), and the contractor's agreement to manage all construction activities accordingly.*
- (h) Contact information for the contractor, project manager and owner.*
- (i) Other relevant information that the Town building official determines on a case-by-case may be necessary to mitigate adverse impacts on the Town and its*

residents from such construction activities associated with the construction project.

(4) Deliveries. All construction deliveries shall be conducted on the construction site and not within the right-of-way, if possible, between the hours of 10:00 a.m. and 2:00 p.m. on Mondays through Fridays.

(5) Parking during development of project. The contractor shall demonstrate in the CMA a method of transporting its workers on or off the island each day that reduces the number of trips on and off the island each day and limits parking on the construction site and the public streets and in public parking areas in the vicinity of the construction project.

(a) Off-island parking. The contractor shall use its best efforts to provide parking for its workers at a location outside of the Town and to shuttle or carpool all full-day (working seven hours or more) workers to and from the construction site from that off-island location each day in vehicles provided by the contractor. The parking plan shall identify the proposed pick-up location and route for shuttling or carpooling workers to the construction site. This shuttle or carpool service shall run for the full duration of the project. Shuttle vehicles shall not park on any Town property. Required "tool trucks," subcontractors working two (2) hours or less on site on any given day, and carpool vehicles may park on-site or in the public right of way as permitted in subsections 18-354(4)(b) and (e).

(b) On-site parking. The building official may temporarily allow on-site parking for the contractor and its workers if it is determined that no adverse effect will impact the availability of parking in the area or on Town traffic; and with consideration given to the time of year, the size of the construction site, and the number of contractor vehicles.

(c) No street parking. No contractor street parking is permitted, unless approved by the Town Public Works engineer and building official in writing.

(d) Site access. Use of the public right-of-way for access to and from the construction site shown on the CMA shall be strictly managed by the contractor. The contractor shall maintain the public street adjacent to the construction site free of dirt, sand or any other debris resulting from construction activities.

(e) Parking in the right of way. If the construction site requires the placement of equipment or materials within the road right-of-way, including for deliveries during the project, a right-of-way permit from the Town Public Works Department shall be required.

(6) Violations. Any violation of this section 18-86 will constitute a strike under the "3 Strike Rule" detailed in the Town's Right of Way Manual, compliance with which is mandated by section 18-111."

Section 3. Severability.

If any provision of this Ordinance or the application thereof is held invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid provisions or applications, and to this end the provisions of this Ordinance are hereby declared severable.

Section 4. Repeal of Ordinances in Conflict.

All other ordinances of the Town of Palm Beach, Florida, or parts thereof which conflict with this or any part of this Ordinance are hereby repealed.

Section 5. Codification.

This Ordinance shall be codified and made a part of the official Code of Ordinances of the Town of Palm Beach.

Section 6. Effective Date.

This Ordinance shall take effect immediately upon its passage and approval, as provided by law.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach on first reading this ____ day of _____, 2025, and for second and final reading on this ____ day of _____, 2025.

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, Town Clerk

Bridget Moran, Town Council Member

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: H. Paul Brazil, P.E., Director of Public Works

RE: Right-of-Way Division of Responsibilities

DATE: January 27, 2025

STAFF RECOMMENDATION

Town staff was requested to provide an explanation of the division of responsibilities among departments for the Town's right-of-way.

GENERAL INFORMATION

The Public Works Department is responsible for the maintenance of the Town's right-of-way. Public Works staff manage the public's request to work in the right-of-way using the "Standards Applicable to Public Rights-of-Way and Easements within the Town of Palm Beach," which was authorized by Ordinance Number 10-94 and adopted by Town Council on July 12, 1994. It has subsequently been revised several times since that adoption and Public Works plans to bring a resolution to Town Council in May for another revision.

Public Works staff works directly with Planning, Zoning and Building (PZB) to permit work within the right-of-way. PZB staff performs the role of accepting the permits which are now done mostly through the new software. PZB and Public Works share a civil engineer position which assist managing the right-of-way permitting process. The right-of-way inspection position reports directly to the Town Engineer. This position reviews permits and drives throughout the Town inspecting work in the right-of-way. Public Works Services Division monitors the vegetative waste placed in the public right-of-way for collection and disposal to ensure it is in compliance with Town Ordinance Chapter 102, Sec. 102-45. Violations are issued to landscape contractors or property owners for non-compliance. Public Works Water Resources Division inspects sewer connections from private property to the Town's sanitary sewer system. Public Works relies on multiple staff within the department to communicate when issues arise and will deploy staff to locations on notice.

The Police Department (PD) (Code Officers & Police Officers) assists Public Works with right-of-way violations by either self-initiated enforcement or called in complaints. Regarding only right-of-way violation cases handled by the PD, from January 01, 2024 through today, there have been 373 self-initiated cases and 164 called in complaints.

The PZB Department has two (2) groups of site inspectors.

1. We have the Florida Building Code licensed inspectors who perform inspections (as requested by the contractor) to confirm compliance with the Florida Building Code and the approved set of plans. These inspectors are licensed under F.S. 468, Building Code Administrators and Inspectors Law, and the Florida Administrative Code (F.A.C.). These inspectors have the authority to enter private property to perform the mandatory inspections, this authority is also granted under State Law. This inspector group has the authority to pass or fail construction work, based upon whether it matches the approved plans and Florida Building Code requirements. They also have the authority to stop construction work for just cause. This group typically does not issue parking or right-of-way violations, as their time is spent on compliance with the Florida Building Code. This group typically performs between 100 and 175 total inspections per day.
2. Another group of PZB planners perform the final design review (ARCOM or LPC) of new projects, generally at the end of a project. This planning group confirms compliance with material choices, site layout and design, and landscape. This group of planners does not handle any violations in the field, but follows up with the architect, owner, and/or contractor from their office regarding any inconsistencies. This group probably performs ten (10) inspections per month.

FUNDING/FISCAL IMPACT

No additional funding impacts.

cc: Jason Debrincat, P.E., Assistant Director
Patricia Strayer, P.E., Town Engineer
Joanne O'Connor, Town Attorney, Jones Foster

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Intersection Safe Sight Visibility Triangle Waiver Request 284 Monterey Road,
Palm Beach, Florida 33480

Presenter

H. Paul Brazil, P.E., Director of Public Works

ATTACHMENTS:

- ▣ **Memorandum dated February 25, 2025, from H. Paul Brazil, P.E.,
Director of Public Works**
- ▣ **Exhibit A**
- ▣ **Exhibit B**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: H. Paul Brazil, P.E., Director of Public Works

RE: Intersection Safe Sight Visibility Triangle Waiver Request
284 Monterey Road, Palm Beach, Florida 33480

DATE: February 25, 2025

This item is being reconsidered after a Motion was made at the February 12, 2025 council meeting.

STAFF RECOMMENDATION

The Landmark Commission deems the existing site wall at 284 Monterey Road to be of value to the aesthetics of the Town and requests that a waiver from the intersection safe sight triangle be granted. This request is also supported by the Preservation Society.

Town Public Works staff has reviewed the location, conducted a site visit and determined the site wall creates a public safety issue and recommends Town Council require the applicant to relocate the existing site wall outside the intersection safe sight triangle. The 45-degree angle of the site wall at the intersection should be shifted 5-foot +/- to the east and the remainder of the wall along N Lake Way within the intersection safe sight triangle relocated to follow the edge of the sight triangle, to be in compliance with current Town safety requirements.

GENERAL INFORMATION

The applicant submitted a project based upon value and work proposed that was required to be brought into compliance with Section 134-1637 – Intersection sight triangles areas for residential districts. A Building Permits for modifications to the site and structure was issued in March of 2023, which contained the intersection safe sight triangle condition and requirements. In June of 2023, the applicant filed Revision B-23-99821, which was to address the site wall. The applicant never addressed the comments on the permit and this permit was never issued. Attached as Exhibit “A” please find a letter and plan sheet from the consultant’s design team depicting the existing site wall and its location to the intersection safe sight triangle for Monterey Road over a year later.

A review of the permit has found that no structural repair drawings for the refurbished wall were provided to the Town, and no inspections of the existing wall were requested or performed. At a minimum, drawings for the sight wall were to be signed and sealed and inspected in accordance with current Florida Building Codes. Additional photographs of the existing site wall have been provided as Exhibit “B” from the Town showing a Google Earth view from eleven (11) months ago, and a current view looking south at the alignment of the site wall along North Lake Way.

Portions of the existing site wall fall within the safe sight triangle for the intersection of Monterey Road and North Lake Way. Sight triangles heights are measured from the edge of pavement and improvements cannot exceed 30 inches in height within them. The existing wall, as measured by the applicant, is over 4-foot in height (48 inches). For reference, line of sight from a standard sedan, which ranges from 4- to 5-foot in height and makes up almost 50 percent of the vehicles on the roadway is 3.5- foot. The existing site wall obstructs driveways of these vehicles. Higher line of sight vehicles such as SUV's and trucks could have a less impeded view.

Although the site wall has been declared to have an aesthetic value, its current location within the intersection safe sight triangle creates a public safety issue. For the safety of all roadway users, all redeveloped projects are required to be reviewed and brought into compliance.

FUNDING/FISCAL IMPACT

There is no funding/fiscal impact related to this item.

Attachments

cc: Jason Debrincat, P.E., Assistant Director
Patricia Strayer, P.E., Town Engineer
Nicholas Caristo, Chief of Police
Sean Baker, Fire Rescue Chief
Wayne Bergman, MCP, LEED-AP Director of Planning, Zoning & Building
Benjamin Alma, Support Services Manager



Land Planning
Landscape Architecture
Landscape Management

December 6, 2024

Town of Palm Beach
Planning, Zoning, & Building Department
360 S. County Road
Palm Beach, Florida 33480

ATTN: *Public Works*
Re: 284 Monterey Road - Landscape Architecture
Our Ref # 22070.00 LA

LETTER OF INTENT

Current zoning for the project is R-B LOW DENSITY RESIDENTIAL

Our current proposal, for improvements to the site, does not include any architectural changes to the approved house. We are proposing the following revisions to the originally approved ARCOM plans.

The proposed changes include:

- Existing wall, columns and fence to remain and to be restored / repaired where necessary.
 - Restoration requires relief from the Town of Palm Beach Right-of-Way manual. Manual allows items within site triangles to at most be 30" HT.
 - Existing structure is 4' HT .

The attached plan reflects the above-outlined revisions.

If there are any questions regarding this project, please feel free to reach out to our office.
Thank you for your assistance.

Dustin Mizell, MLA RLA #6666784

Environment Design Group



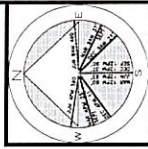
2024

2024

2024

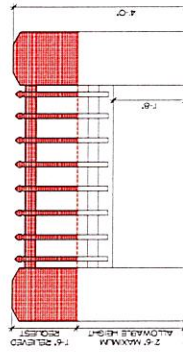
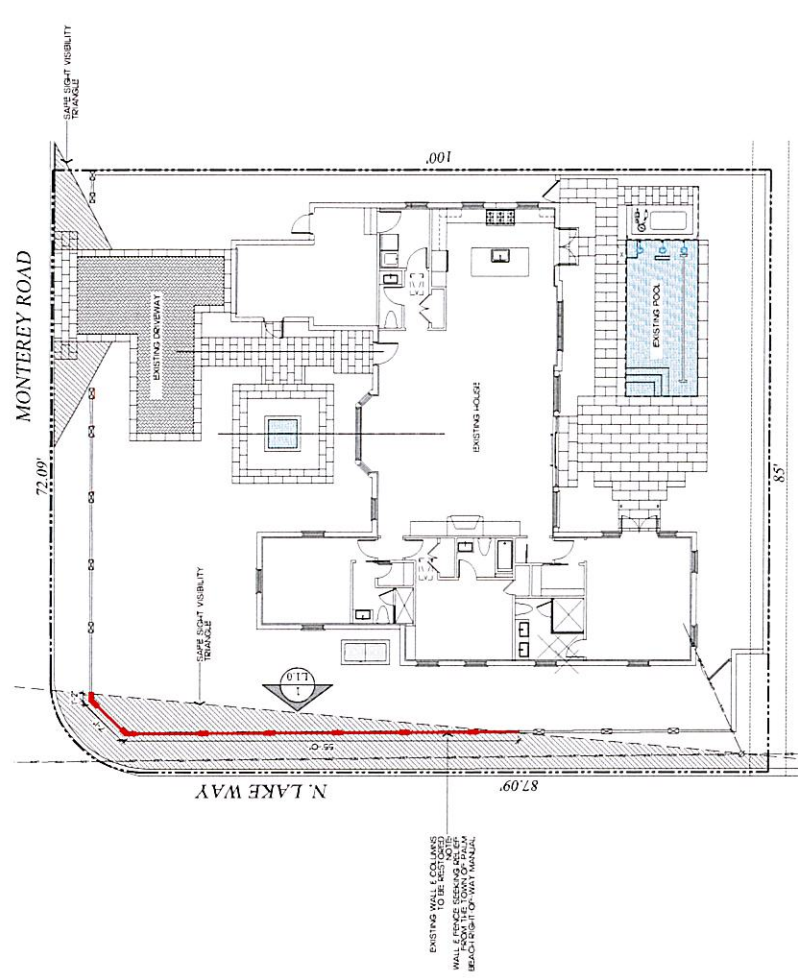
[illegible]

Private Residence
284 Monterey Road
Palm Beach
L O R I D A



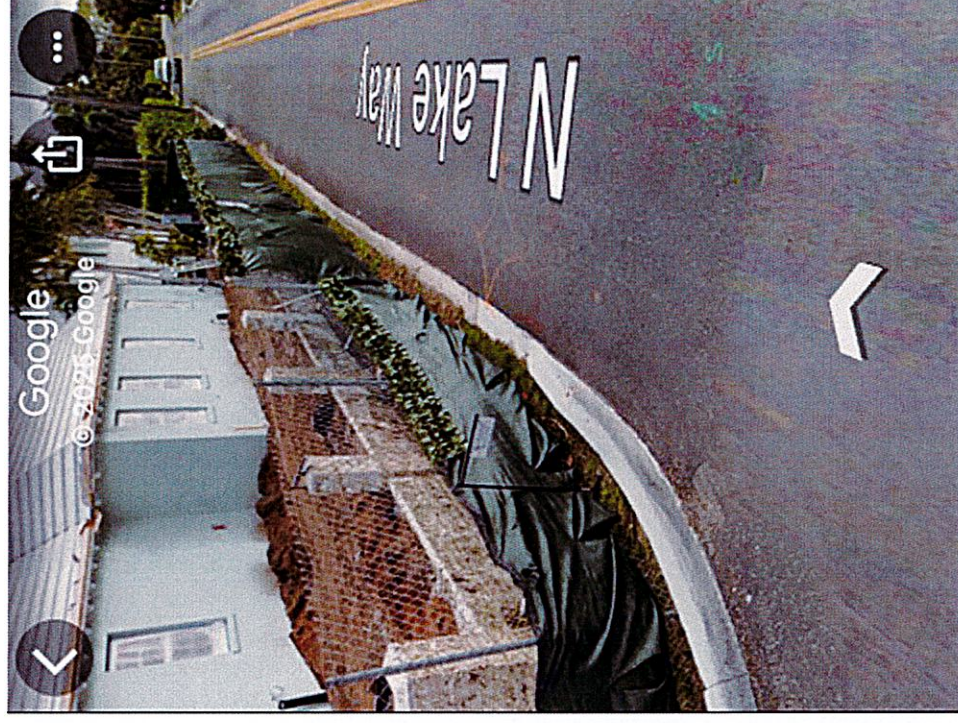
JOB NUMBER: # 22070.00 LA
DRAWN BY: /s/ Jan. Tuomela
DATE: 12.03.2024

SHEET L1.0



1
1.10

Public Workers Site Plan



During construction the applicant installed construction screening in front of the wall, which was a violation of the safe sight triangle requirements. This material was promptly removed. The photograph shows the existing site wall with all improvements removed.

EXHIBIT "B"

EXHIBIT "B"



View looking south down North Lake Way from the intersection of Monterey Road.

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Status Update Regarding Riviera Beach Mooring Permit

Presenter

H. Paul Brazil, P.E., Director of Public Works

ATTACHMENTS:

No Attachments Available

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Regular Agenda - New Business

Agenda Title

RESOLUTION NO. 030-2025 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Approving a Purchase Order To Kimley-Horn and Associates, Inc. to Provide Engineering Services Associated With A-5 Wastewater Pump Station Conversion in the Amount of \$151,300 Approving a Contingency in the Amount of \$60,000 for a Total Approved Award in the Amount of \$211,300.

Presenter

H. Paul Brazil, P.E., Director of Public Works

ATTACHMENTS:

- ▣ **Memorandum dated February 18, 2025, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **Resolution No. 030-2025**
- ▣ **A-5 Presentation**
- ▣ **KHA A-5 Submersible Pump Conversion Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: H. Paul Brazil, P.E., Director of Public Works

RE: Awarding a Purchase Order to Kimley-Horn and Associates, Inc. to Provide Professional Engineering Services Associated with A-5 Wastewater Pump Station Conversion in Bradley Park in the Amount of \$151,300, Approving a Project Contingency in the Amount of \$60,000 and Approving a Project Budget of \$211,300.00
Resolution No. 030-2025

DATE: February 18, 2025

STAFF RECOMMENDATION

Town staff recommends the Town Council approve Resolution No. 030-2025 awarding a Purchase Order to Kimley-Horn and Associates, Inc. to provide professional engineering services associated with development of design plans related to the proposed conversion of the A-5 Wastewater Pump Station in Bradley Park in the amount of \$151,300 approving a contingency of \$60,000 and approving a project budget of \$211,300.00.

GENERAL INFORMATION

The A-5 Wastewater Pump Station is located in the southwest portion of Bradley Park; the southern of the two (2) town utility buildings in the area. The Town received a Resilient Florida grant from Florida Department of Environmental Protection (FDEP) to make upgrades to the A-5 Wastewater Pump Station, to make it more resilient to rising sea levels and water inundation. Engineering staff tasked Kimley-Horn with assessing the building that houses all of the critical electrical equipment on top of the wetwell and drywell for structural integrity and resiliency. Additionally, Kimley-Horn provided cost estimates to compare hardening the building for resiliency and raising critical electrical components of the station versus demolishing the building and converting the station to a submersible, underground pump station and having only exterior electrical equipment above ground. The findings proved that converting the station to a submersible type station was about the same cost and was safer, easier, and cheaper to maintain and operate.

The A-5 station is located within Bradley Park near the Royal Poinciana bridge and is screened with heavy vegetation. Along with requesting Town Council approve this design resolution, staff is seeking Town Council's recommendation to determine how much landscaping shall remain or what vista could be created with the careful removal of some or all vegetation to allow for demolition of the existing building and construction of the new station. Screening of the new outdoor electrical panels will be included. Staff is also seeking guidance on whether this new configuration should be presented to Landmarks or ARCOM.

Kimley-Horn has prepared a proposal to design the conversion of the A-5 Wastewater Pump Station to a submersible, underground type pump station. The proposal includes all civil, electrical, mechanical, structural, survey design, permitting and specifications, and services through bidding.

FUNDING/FISCAL IMPACT

The design proposal is being funded by the Capital fund.

Attachments

cc: Jason Debrincat, P.E., Assistant Director
Patricia Strayer, P.E., Town Engineer
Dean Mealy, Procurement and Contracts Manager
Bob Miracle, Deputy Town Manager

RESOLUTION NO. 030-2025

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, APPROVING A PURCHASE ORDER TO KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE ENGINEERING SERVICES ASSOCIATED WITH A-5 WASTEWATER PUMP STATION CONVERSION IN THE AMOUNT OF \$151,300 APPROVING A CONTINGENCY IN THE AMOUNT OF \$60,000 FOR A TOTAL APPROVED AWARD IN THE AMOUNT OF \$211,300.

NOW, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, as follows:

Section 1. The Town Council of the Town of Palm Beach hereby approves Resolution No. 030-2025, approving a purchase order to Kimley-Horn and Associates, Inc. for the A-5 Wastewater Pump Station Conversion Project in the amount of \$151,300 approving a contingency in the amount of \$60,000 for a total approved award in the amount of \$211,300.

Section 2. The Town Manager is hereby authorized to execute the Purchase Orders on behalf of the Town of Palm Beach for these improvements.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 4th day of March, 2025.

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

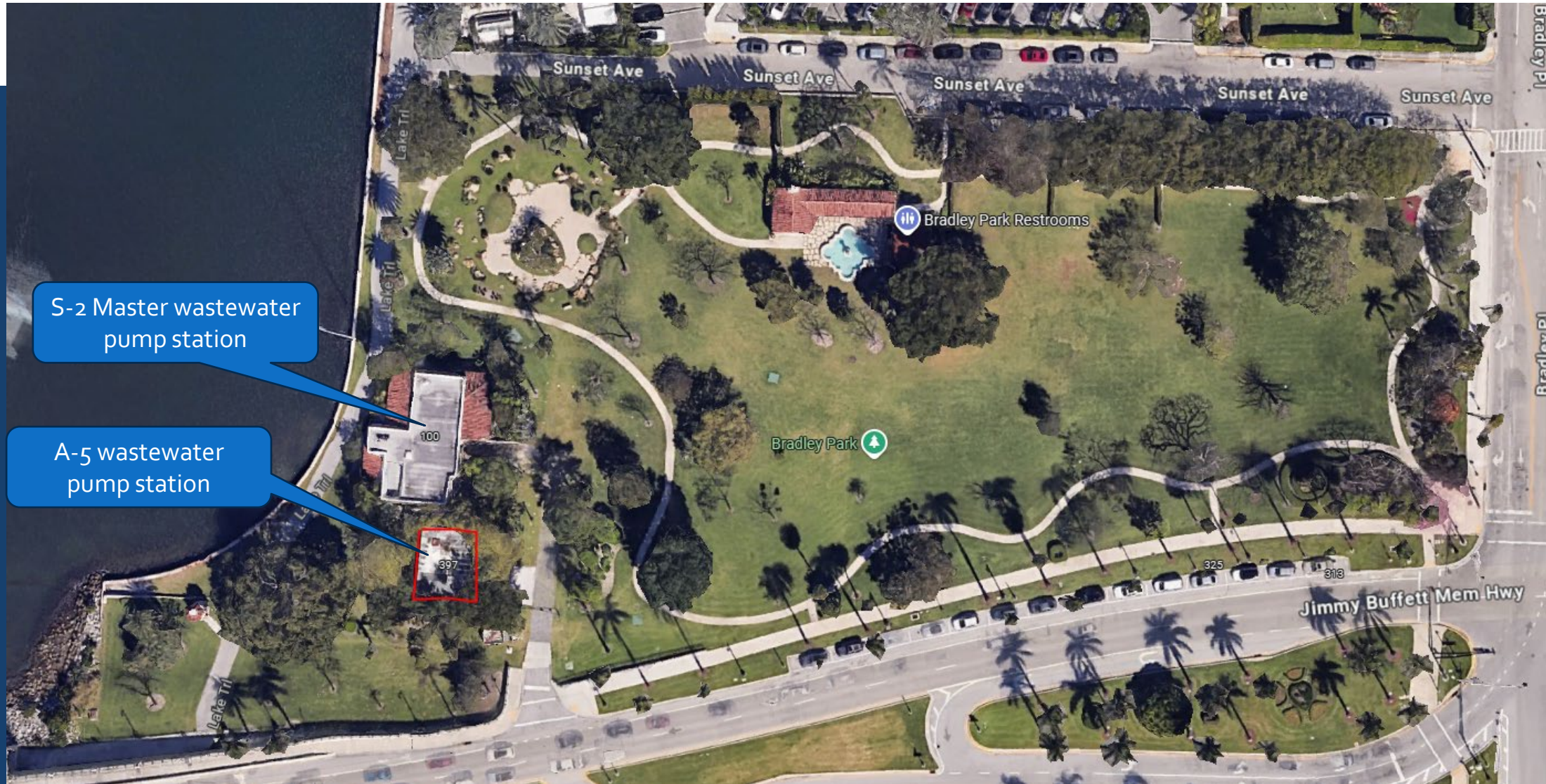
Kelly Churney, CMC, Town Clerk

Bridget Moran, Town Council Member

A-5 WASTEWATER PUMP STATION CONVERSION AT BRADLEY PARK



PROJECT OVERVIEW

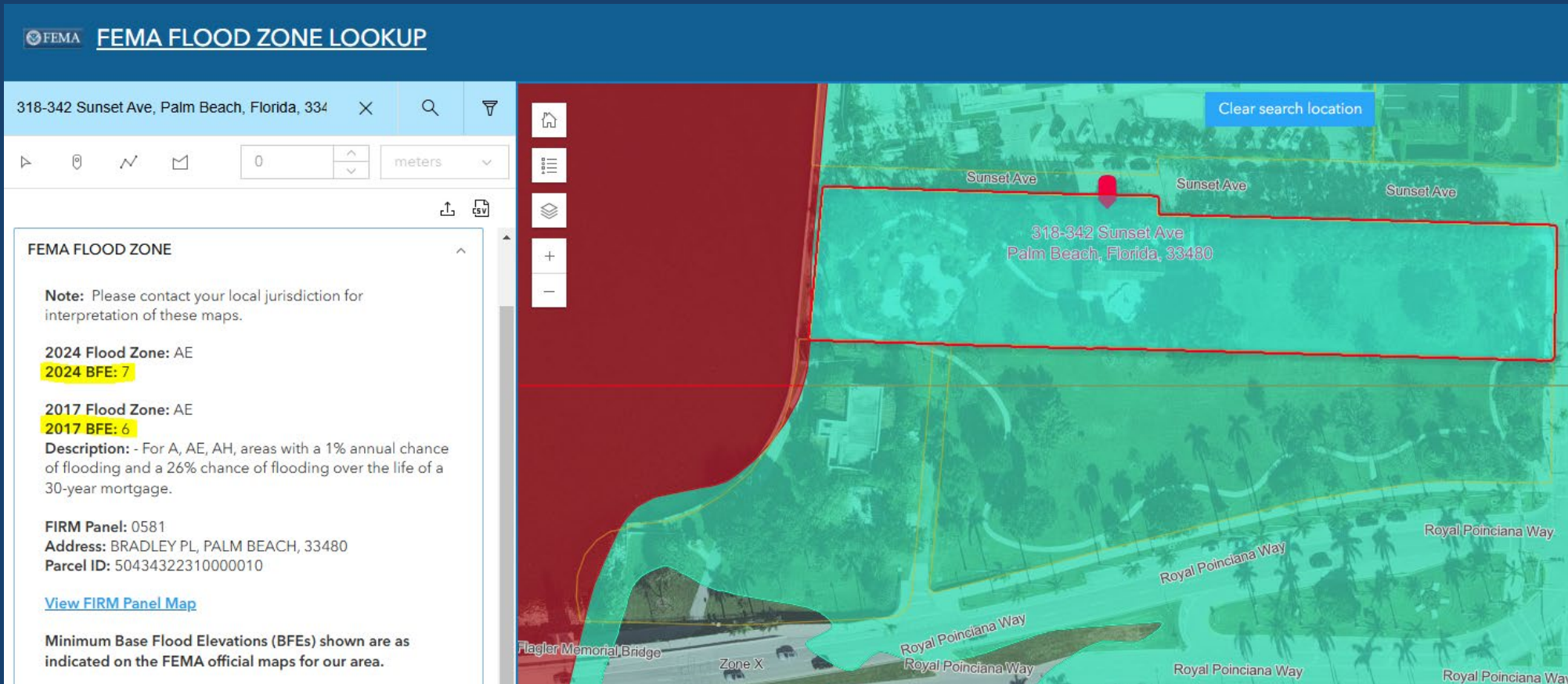


PROJECT SUMMARY



- A-5 wastewater pump station collects wastewater from Wells Rd to Whitehall Way, then is repumped by S-2 to WPB and eventually to ECR wastewater plant
- The station was due for upgrades and improvements based on condition
- Town received a Resilient Florida grant from FDEP for \$33,000 to elevate critical equipment to two feet above FEMA Base Flood Elevation and dry floodproof the station.
- Town had Kimley-Horn conduct structural analysis of the building to determine improvements needed for hardening and protecting interior components for resiliency
- Town reviewed new FEMA flood zone elevations with the grant requirements and Town Building Code.
- Town compared benefits and costs of hardening building vs. converting to a submersible pump station and demolishing building

FEMA FLOOD ZONE MAP



New BFE: $7 + 2\text{-ft} = 9\text{-ft}$ NAVD

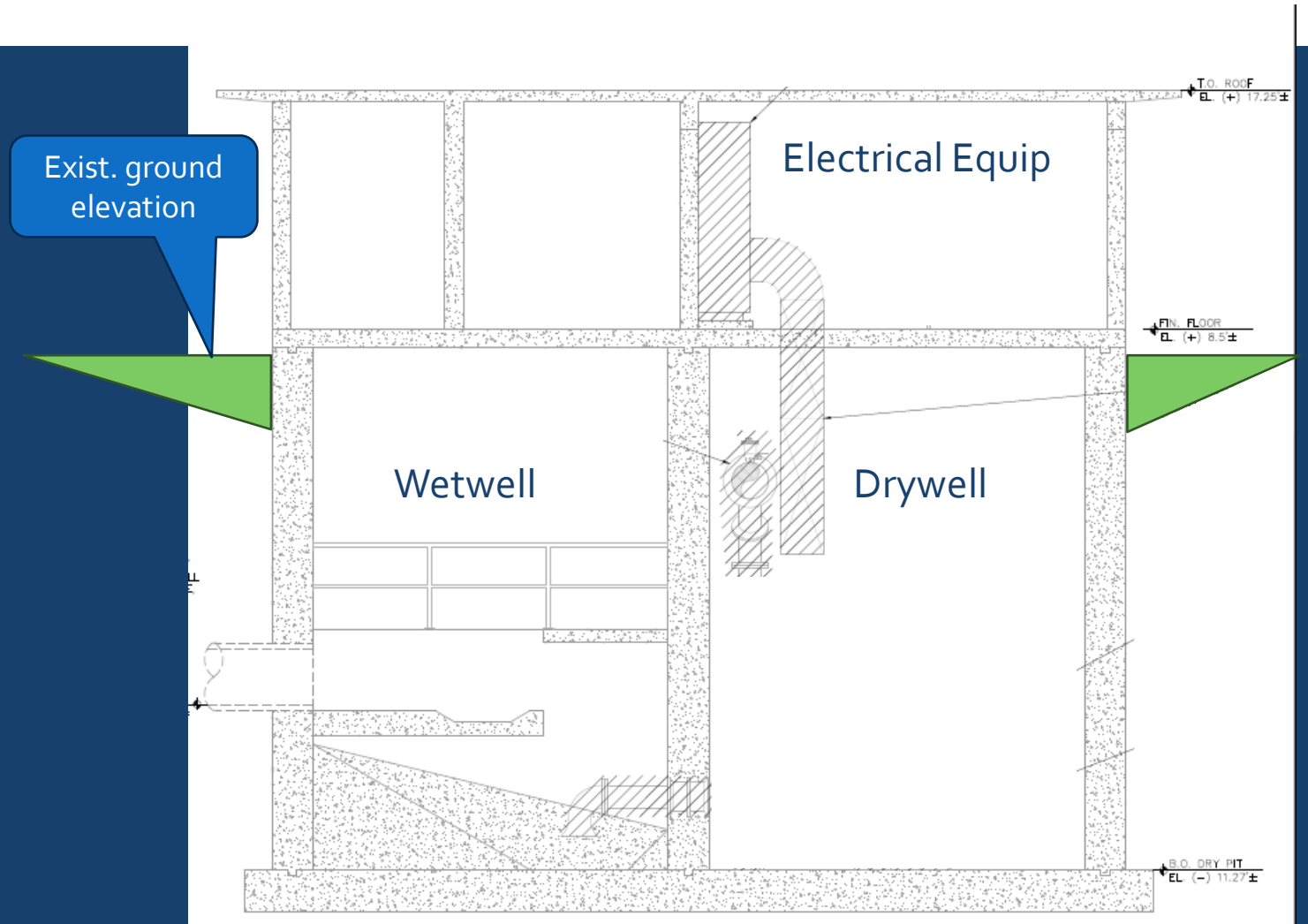
Current Finished Floor Elevation of A-5 = 7-ft NAVD (8.5-ft NGVD)

-Cannot raise critical equipment within building envelope per Town Building Code and FDEP grant



RESILIENCY STRUCTURAL ANALYSIS

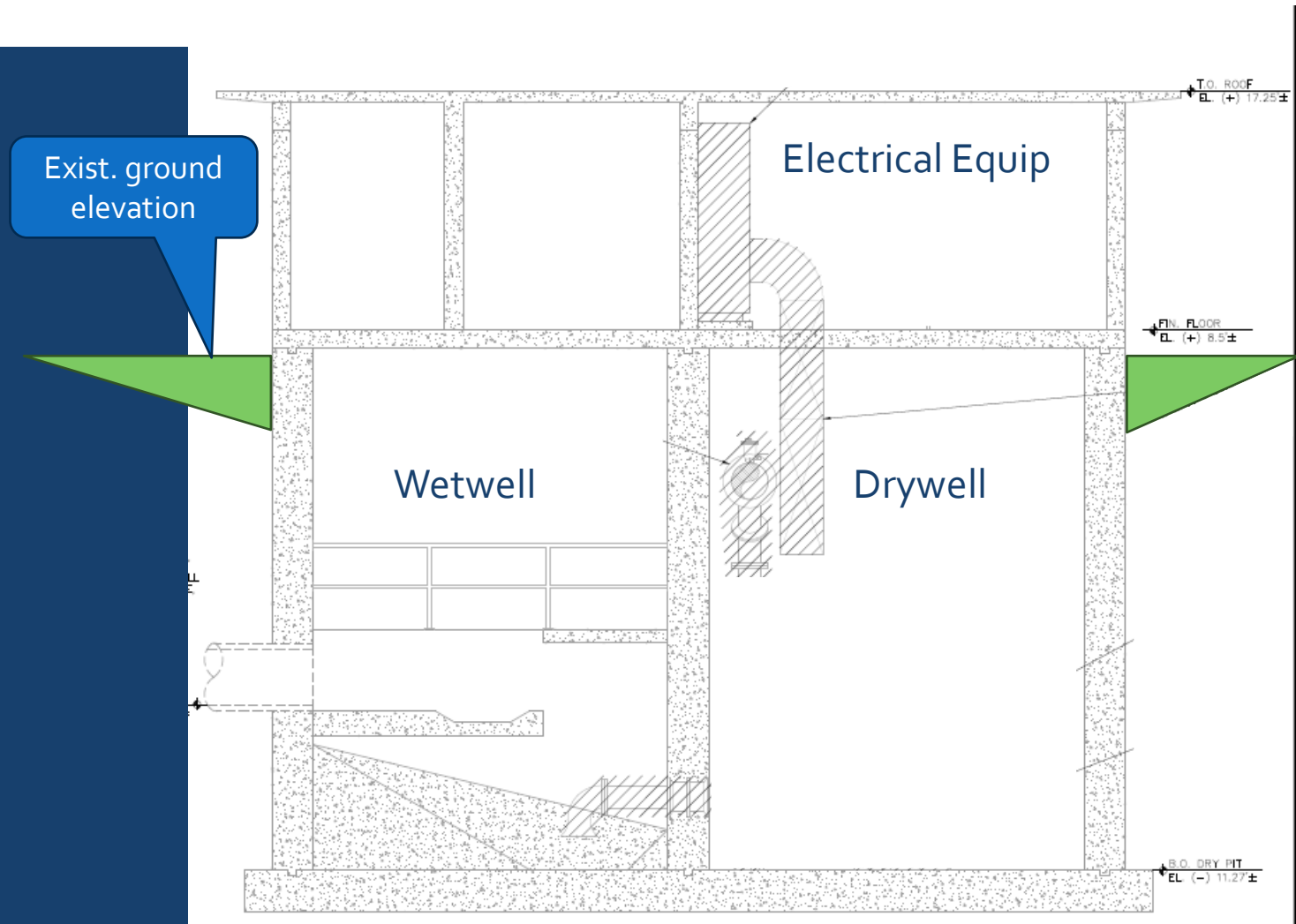
- Results: The existing building that contains the electrical equipment and controls would require additional column bracing, additional reinforcement on all walls and wetwell/drywell bracing, and additional roof slab connection





MAINTAIN EXISTING BUILDING

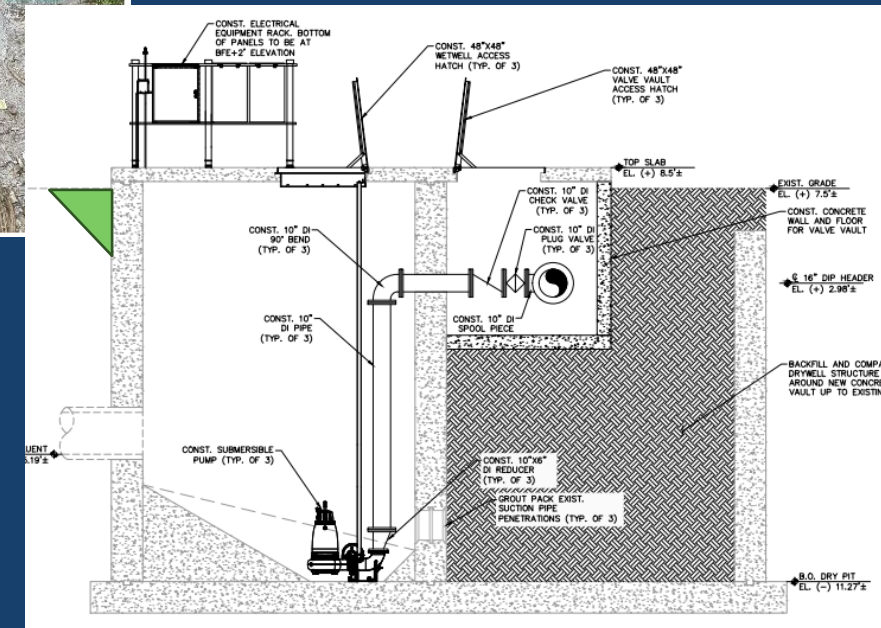
- Some components of electrical equipment would be outside as the roof is not high enough to house them inside at the BFE + 2-ft
- More aged infrastructure to maintain over long term
- Town has plans to convert four (4) other stations to submersible in the next 5 years



CONVERSION TO SUBMERSIBLE PUMP STATION



- Demolish existing building
- Mount electrical equipment at nearby S-2 station
- Reuse existing wetwell
- Maintain landscaping or modify
- BENEFITS:
- Safer for staff to maintain/access
- Lower life-cycle maintenance costs
- Reduced visibility of above ground components



MAINTAIN BUILDING VS. CONVERSION TO SUBMERSIBLE



- Maintain Building Option:

- Cost to harden building: \$325,000
- Civil/Elec/Mech Improvements: \$1,548,000
- Engineering/Admin: \$585,000
- Contingency 25%: \$468,000
- **TOTAL: \$2,926,000**

- Convert to Submersible Option:

- Convert to submersible: \$974,000
- Civil/Elec/Mech Improvements: \$915,000
- Engineering/Admin: \$590,000
- Contingency 25%: \$472,000
- **TOTAL: \$2,951,000**

\$25,000 difference – but lower maintenance costs and safer for staff for long term

LANDSCAPE/PARK VIEW



- OPTIONS:
- 1. Maintain existing landscaping as much as feasible and replace as-is upon completion of building demo and construction.
- 2. Remove all or most existing landscaping and create new vista with water-view
- *Both options will include screening of new electrical equipment

PHOTOS – SOUTH SIDE



Looking from South-east

Looking from South



PHOTOS – EAST SIDE



Looking from East

Looking from East/North-East





February 20, 2025

Dean Mealy
Town of Palm Beach
951 Old Okeechobee Road
Suite A
West Palm Beach, FL 33401

RE: *A-5 Submersible Pump Station Conversion*

Dear Dean,

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "CONSULTANT") is pleased to submit this proposal to The Town of Palm Beach ("TOWN" or "CLIENT") for providing professional engineering services related to the A-5 Submersible Pump Station Conversion in the Town of Palm Beach. Our project understanding, scope of services, and fee follows.

Project Understanding

Kimley-Horn recently completed an evaluation of the A-5 Pump Station to review the feasibility of converting the station from a wetwell/drywell style pump station to a conventional submersible wetwell pump station. The Town has requested Kimley-Horn to proceed with designing the conversion of the A-5 Pump Station to a conventional submersible wetwell pump station. The improvements are anticipated to require a FDEP permit and a Town of Palm Beach Building permit. At this time, it has not been determined if the project will require a review from Landmarks and/or ARCOM. It is understood that once the determination has been made, we will submit a separate proposal for Landmarks and/or ARCOM review if required. Below are the improvements identified for the site:

- Demolition of the existing electrical and mechanical equipment including pumps, pipes, blowers, ductwork, lighting, electrical panels, junction boxes, conduits, and wires
- Demolition of the above grade structural and architectural elements including masonry infill walls, concrete columns, concrete beams, concrete roof slab, roofing system, doors, windows, and louvers
- Demolition of underground elements of the wetwell and drywell including the concrete operator platform, concrete sewer influent spillway, handrails, access ladders, catwalk, and concrete pump/pipe supports
- Modification of the existing first floor concrete slab, drywell walls, and wetwell walls to accommodate construction of a new concrete valve vault structure adjacent to the existing wetwell, backfilling of the existing open drywell structure, and installation of new access hatches for the wetwell and new valve vault

- Evaluation of the underground structure walls to determine if modification is needed to withstand the new soil and hydrostatic loads from the backfilled drywell area
- Installation of interior bracing in the wetwell structure
- Installation of new submersible pumps and piping in the wetwell and valve vault
- Installation of new rack mounted electrical equipment including pump station control panel, pump motor starters, and RTU
- Rehabilitate wetwell and valve vault (new coating)
- Replacement of the driveway with turf blocks

Scope of Services

Task 1 – Design Phase Services

We will attend a kickoff meeting with the Town to discuss the project goals. We will visit the site two times to support the design services. Kimley-Horn will perform design services to prepare construction plans and specifications for the pump station improvements suitable for construction and submittal to Palm Beach County Health Dept. and the Town's Building Department containing the following information:

1. Cover Sheet
2. Overall Site Plan
3. A-5 Demolition First Floor Plan
4. A-5 Demolition Plan Wetwell and Drywell
5. A-5 Demolition Sections 1
6. A-5 Demolition Sections 2
7. A-5 Proposed Site Plan
8. A-5 Proposed Mechanical Plan Wetwell and Valve Vault
9. A-5 Proposed Mechanical Wetwell and Valve Vault Sections and Details
10. A-5 Proposed Structural Plan Wetwell and Valve Vault
11. A-5 Proposed Structural Wetwell and Valve Vault Sections and Details
12. A-5 Odor Control and Details
13. A-5 Wetwell Concrete Repair Details
14. General Construction Details Sheet (2 Sheets)
15. Electrical Notes & Legend
16. Overall Electrical Site Plan
17. A-5 Electrical Demolition Plan
18. A-5 Electrical Equipment Plan
19. S-2/A-5 Oneline Diagram
20. A-5 I&C Diagram/Riser
21. A-5 Control Panel Schematics
22. A-5 Control Panel Details

- 23. A-5 RTU Panel Schematics
- 24. Electrical Detail Sheet(s)
- 25. Landscape and Irrigation Plan
- 26. Technical Specifications

Electrical plans and specifications will be prepared by a subconsultant employed by Kimley-Horn. Kimley-Horn will prepare general civil, mechanical, and structural plans and technical specifications. We will complete a landscape/vegetation survey around the perimeter of the A-5 Pump Station Building to define the existing landscaping material which will be included in the construction document as a disposition plan. The site plans will be developed using the existing record drawings and field measurements. If it is determined that a survey is required during the permit approval process, we can provide this as an additional service.

We will submit plans and specifications for review at 60% and 90% completion stages, meet with the Town to review their comments, and accommodate one round of reasonable requests for revisions by the Town after each review. We will provide an opinion of probable construction cost at the 90% design stage and update this document with the final design submittal.

Task 2 – Permitting Services

Kimley-Horn will prepare and submit the appropriate Florida Department of Environmental Protection (FDEP) permit application with supporting documentation, reports, and computations for the Owner's signature and subsequent transmittal to the City of West Palm Beach and the Palm Beach County Health Department. We will respond to one (1) reasonable request for additional information (RAI) from the Health Department. The \$500 application fee is included within this task.

Task 3 – Bid Phase Services

Kimley-Horn will attend the pre-bid meeting, review the bid proposal from the apparent low bidder, and prepare a bid tabulation and memorandum to the Town containing our findings after our review of the bids. We will also assist the Town with responding to questions received from prospective bidders, if required. We will provide up to 5 signed and sealed copies of the construction documents for the Town to distribute to the selected contractor for permitting. We will respond to one round of reasonable comments from the building department after submittal by the Town/contractor, if required. We will provide an "Issued for Construction" set of construction documents incorporating permit comments and any revisions that occurred during the bid advertisement.

Additional Services

Any services not specifically provided for in the above scope, as well as any changes in the scope you request, will be considered additional services. These services will be performed based on proposals approved by the Town prior to the performance of those requested additional services. Additional services we can provide include, but are not limited to, the following:

- Surveying and Mapping, Construction Layout
- Landmarks and/or ARCOM Review and Approval Process
- Field Engineering
- Off-site improvements
- Construction Phase Services

Information Provided By the Town

We shall be entitled to rely upon the accuracy of information provided by others in the performance of professional services. It is anticipated that the following items will need to be provided to Kimley-Horn by the Town during the project.

- Access to the site
- Available record drawings and data

Schedule

We will provide our services as expeditiously as practical to meet a mutually agreed upon schedule. It is understood these improvements are desired to be constructed in the summer of 2026.

Fee and Billing

Kimley-Horn will perform the services described in this Scope of Services on an hourly basis in accordance with our Contract with the Town. It is recommended that the following budgets be established for these services:

Task 1 – Design Phase Services	\$131,700
Task 2 – Permitting Services	\$ 10,550
Task 3 – Bid Phase Services	\$ 9,050
Total	\$151,300

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc, which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" or "CLIENT" shall refer to The Town of Palm Beach.

We appreciate the opportunity to propose these services to you.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Jason Lee, P.E.
Vice President

Attachment

K:\WPB_Civil\General\Lee\Proposals\Palm Beach\D-3 Generator & E-7 Lift Station Improvements\D-3 Generator Replacement and E-7 Lift Station Improvements.docx

ESTIMATE FOR ENGINEERING SERVICES

PROJECT:	A-5 Submersible Pump Station Conversion						SHEET 1 of 1						
CLIENT:	Town of Palm Beach						FILE NO.						
ESTIMATOR:	JRL						DATE: 02/20/25						
							ALLOCA 0.0000						
DESCRIPTION:	See Scope of Services						DIRECT LABOR (MAN-HOURS)						
							Principal Engineer	Chief Engineer	Sr. Eng Advisor	Sr. Prof. Eng	Reg. Prof	Engineer Intern	Analyst
													\$0
Design Phase Services													
Kickoff Meeting			3.0			3.0							\$0
Site Visit (2)			6.0			8.0							\$1,307
Update Hydraulic Calculations	2.0		6.0			16.0						\$68	\$2,905
Wetwell Hatch Selections / Supplier Coordination	1.0		4.0			8.0		2.0					\$4,927
A-5 Top Slab Structural Design	1.0		4.0			12.0							\$2,971
A-5 Wetwell Wall Structural Design	2.0		8.0			24.0							\$3,302
A-5 Valve Vault Design	1.0		4.0			12.0							\$6,604
A-5 HDPE Wetwell Piping Supports	1.0		2.0			8.0							\$3,302
A-5 Odor Control Selection Calcs	2.0		6.0			16.0		2.0					\$2,140
Develop Construction Phasing Plan	2.0		6.0			4.0							\$5,111
Construction Plans													\$3,112
Cover Sheet						1.0							\$0
Overall Site Plan	1.0		3.0			8.0							\$146
A-5 Demolition First Floor Plan			6.0			12.0							\$2,430
A-5 Demolition Plan Wetwell and Drywell	1.0		6.0			12.0							\$3,487
A-5 Demolition Sections 1	1.0		3.0			12.0							\$3,882
A-5 Demolition Sections 2	1.0		3.0			12.0							\$3,012
A-5 Proposed Site Plan	1.0		4.0			12.0							\$3,012
A-5 Proposed Mechanical Plan Wetwell and Valve Vault	1.0		4.0			12.0							\$3,302
A-5 Proposed Mechanical Wetwell and Valve Vault Sections	1.0		4.0			12.0							\$3,302
A-5 Proposed Structural Plan Wetwell and Valve Vault	1.0		6.0			16.0							\$4,464
A-5 Proposed Structural Wetwell and Valve Vault Sections	1.0		6.0			16.0							\$4,464
A-5 Odor Control Details	1.0		3.0			12.0							\$3,012
A-5 Wetwell Concrete Repair Details	1.0		3.0			12.0							\$3,012
General Construction Details 1	1.0		3.0			12.0							\$3,012
General Construction Details 2	1.0		3.0			12.0							\$3,012
A-5 Electrical Plan and Details	1.0		3.0			6.0				10500.00			\$12,638
A-5 Landscape Disposition Plan	1.0		8.0			16.0							\$5,044
A-5 Landscape and Irrigation Plan	1.0		8.0			16.0							\$5,044
Technical Specifications	1.0		16.0			24.0		8.0					\$9,536
OPC			12.0			24.0							\$6,974
60 and 90 review meetings and submittals	1.0		8.0			16.0		4.0					\$5,548
Respond to comments and produce final plans	1.0		4.0			16.0		4.0					\$4,388
													\$0
Permit Phase Services													
Prepare Permit Application	1.0		2.0			4.0		1.0				\$46	\$1,779
Prepare Supporting Documentation	1.0		2.0			4.0		2.0					\$1,809
Permit Application Fee								2.0		750.00		\$500	\$1,502
Submit to City of WPB						2.0		2.0					\$543
Submit to PBCHD						2.0		2.0					\$543
Respond to Comments	1.0		3.0			6.0		1.0					\$2,264
Respond to TOPB Building Permit Comments			3.0			8.0		1.0					\$2,160
													\$0
Bid Phase Services													
Prepare Documents	1.0		2.0			8.0		2.0					\$0
Attend Pre-Bid Meeting, attend field visits, prepare minutes			2.0			4.0		2.0		750.00		\$90	\$2,391
Respond to Contractor RFIs			4.0			8.0		3.0					\$2,254
Review Bids and prepare summary memorandum			4.0			2.0		2.0					\$2,702
													\$1,703
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Regular Agenda - New Business

Agenda Title

David Yarrow Photography Filming Permit Application

Presenter

Carolyn Stone, Deputy Town Manager - Business Enterprise and Culture

ATTACHMENTS:

- ▣ **Memorandum dated February 20, 2025, from Carolyn Stone, Deputy Town Manager - Business Enterprise & Culture**
- ▣ **Letter of Intent**
- ▣ **Application Report**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

To: Mayor and Town Council

Via: Kirk W. Blouin, Town Manager

From: Carolyn Stone, Deputy Town Manager – Business Enterprise and Culture

Re: Request from David Yarrow Photography for Still Photography Shoot

Date: February 20, 2025

GENERAL INFORMATION

In December 2024, the Town Council passed and adopted Ordinance No. 36-2024, requiring still photography shoots for commercial purposes to receive Town Council approval in addition to commercial videography.

David Yarrow Photography requests Town Council approval for a still photography shoot scheduled for Thursday, March 20, 2025, from 5:30 a.m. to 8:00 a.m. at the Clock Tower on Worth Avenue. The production will involve a crew of eight members, six picture vehicles, and three to five models. The filming application materials are attached.

FUNDING/FISCAL IMPACT

A \$1,500 application fee, \$1,000 per day filming fee, and a \$50 technology fee are required for the permit. If approved, the Town will receive \$2,550.00 in revenue.

Attachments – Commercial Filming Permit Application
cc: Department Directors

Nicole Acacio

David Yarrow Photography, LLC
213 E. Wallace St.
Virginia City, MT 59755
nixpixlyfe@gmail.com | 310.729.7007

2/4/25

Town of Palm Beach

360 South County Road
Palm Beach, FL 33480

Subject: Letter of Intent – Permit Application for Still Photo Shoot

Dear Katherine deClaire,

I am writing to formally express our intent to apply for a permit to conduct a still photo shoot in front of the Clock Tower on Worth Avenue. Our production will take place within a limited timeframe on March 20, 2025 from **5:30 AM to 8:00 AM**, including setup and breakdown.

Production Details:

- **Crew Size:** 8 members
- **Picture Vehicles:** 6
- **Models:** 3-5
- **Location:** Clock Tower, Worth Avenue
- **Duration:** 5:30 AM – 8:00 AM (including setup and breakdown)

We will maintain a **minimal footprint** and work efficiently to ensure a smooth operation with minimal disruption to the area. If the Town of Palm Beach deems it necessary, we welcome any police assistance for intermittent traffic control to ensure safety and facilitate a seamless shoot. Please let us know the next steps for securing the necessary permits, as well as any specific requirements or regulations we should adhere to. We appreciate your time and consideration and look forward to working with the Town of Palm Beach to make this production a success. Should you require any further details, feel free to contact me at your earliest convenience.

Sincerely,

Nicole Acacio

Producer

David Yarrow Photography
nixpixlyfe@gmail.com
310.729.7007



PERMIT SNAPSHOT REPORT EVENT-25-0149 FOR TOWN OF PALM BEACH

Permit Type	Event	Project:		App Date:	02/04/2025
Work Class:	Commercial Motion Picture Filming	District:	Town of Palm Beach	Exp Date:	NOT AVAILABLE
Status:	Submitted - Online	Square Feet:	0.00	Completed:	NOT COMPLETED
Valuation:	\$0.00	Assigned To:		Approval Expire Date:	
Description:	Still photo shoot Thursday, March 20, 2025 5:30-8am 8 people 6 vehicles, 5 in parking spaces on street, 1 hero vehicle for the shoot				

Parcel:	50434326050004190	Main	Address:	100 Worth Ave 419 Palm Beach, FL 33480	Main	Zone:	R-D(2)(Zoning District) C-WA(Zoning District)
----------------	-------------------	------	-----------------	---	------	--------------	--

Filming Supervisor	Applicant
Nicole Acacio	Nicole Acacio
32 E. Hemlock St.	32 E. Hemlock St.
Harvey's Lake, PA 18618	Harvey's Lake, PA 18618
Business: (310) 729-7007	Business: (310) 729-7007
Mobile: (310) 729-7007	Mobile: (310) 729-7007

Permit Custom Fields

Number of filming days	1	Dates of filming	3/20/2025	Specific filming locations	Worth Ave and Ocean Drive in front of clock tower
Number of personnel	8	Number of vehicles	6 picture vehicles	Specific filming equipment	Still camera
Current Flood Zone Designation					

Attachment File Name	Added On	Added By	Attachment Group	Notes
Signature_Nicole_Acacio_2/4/2025.jpg	02/04/2025 17:57	Acacio, Nicole		Uploaded via CSS

Invoice No.	Fee	Fee Amount	Amount Paid
	Commercial Motion Picture Filming Permit	\$1,500.00	\$0.00
	Commercial Motion Picture Filming Permit Per Day	\$1,000.00	\$0.00
	Technology Fee	\$50.00	\$0.00
	Total for Invoice	\$2,550.00	\$0.00
	Grand Total for Permit	\$2,550.00	\$0.00

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Regular Agenda - New Business

Agenda Title

Groin Rehabilitation at Blossom Way Holdings, LLC

Presenter

H. Paul Brazil, P.E., Director of Public Works

ATTACHMENTS:

- ▣ **Memorandum dated February, 2025, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **Blossom Way Map**
- ▣ **Blossom Way Request**

TOWN OF PALM BEACH

Information for Town Council Meeting on: March 4, 2025

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: H. Paul Brazil, P.E., Director of Public Works

RE: Groin Rehabilitation at Blossom Way Holdings, LLC

DATE: February 18, 2025

STAFF RECOMMENDATION

Town Staff recommends Town Council approve private groin rehabilitation projects be completed under the Town's Beach Management Agreement (BMA) with the Florida Department of Environmental Protection (FDEP) and their U.S. Army Corps of Engineers (USACE) permit SAJ-2015-03484 (SP-JLA), given the private upland property owner secures design, construction contractors, and necessary easements at their own expense.

GENERAL INFORMATION

Existing groins located along the Palm Beach Island shoreline were constructed throughout the 20th century, dating back to the 1930s. Due to the harsh marine environment where the structures are located, the condition of many of the groins has deteriorated considerably and compromised the functionality of the individual groins and the overall groin field. Ownership of these groins has been studied and is unclear due to the lack of records dating back to their origination and being located on a combination of private property and sovereign submerged lands owned by the State. The onus of maintaining the structures is therefore ambiguous and it also includes a large scope and financial undertaking.

In an effort to evaluate the integrity of the groin field, the Town has commissioned numerous studies to identify all of the groins on the island, assess their condition, and develop a phased approach to rehabilitate the structures. Part of this approach included the acquisition of State and Federal permits that authorized the removal and/or replacement of certain groins with concrete king pile and panel groins. Town-wide groin rehabilitation is now authorized by the FDEP in the BMA. The Town is also pursuing a time extension of the existing USACE permit for the rehabilitation and replacement of existing groins between Reaches 2 through 6.

Town Council has previously provided direction to work with upland private property owners through Public Works staff on a case-by-case basis to repair and replace groins. In this capacity, the Town would act as the environmental regulatory umbrella permit holder on the basis that private property owners obtain individual Sovereign Submerged Lands Leases from FDEP for groins fronting their property and hire firms/contractors to do the design and construction at their own cost. The Town is currently working with the Blossom Way property to replace four (4) groins with this approach.

Blossom Way Holdings LLC (Blossom Way) is proposing to remove and replace the four (4) derelict groins fronting their beachfront property (1247 and 1265 S Ocean Blvd.) and has sought Town support in this effort. Coastal Protection Engineering (CPE) is assisting Blossom Way through this process and acting as their engineer for design and construction of the project. The attached letter from the property owner's representative is formally requesting Town support for removal and replacement of four (4) groins using the Town's permits and associated approvals with the design procurement, construction, and post-construction activities to be performed at the expense of Blossom Way Holdings LLC.

FUNDING/FISCAL IMPACT

Additional cost to the Town is not anticipated for the proposed activities.

Attachments

cc: Jason Debrincat, P.E., Assistant Director
Patricia Strayer, P.E., Town Engineer
Julie Parham, P.E., Senior Project Engineer
Sara Gutekunst, Coastal Coordinator
Joanne O'Connor, Town Attorney, Jones Foster
Shore Protection Board



Holland & Knight

315 South Calhoun Street, Suite 600 | Tallahassee, FL 32301 | T 850.224.7000 | F 850.224.8832
Holland & Knight LLP | www.hklaw.com

Lawrence N. Curtin
+1 850-425-5678
larry.curtin@hklaw.com

January 29, 2025

Via E-Mail

Paul Brazil, P.E.
Director of Public Works
P.O. Box 2029
Palm Beach, FL 33480

Re: Request to Place Groin Rehabilitation Project Issue on Town Council Agenda

Dear Mr. Brazil:

Blossom Way Holdings LLC, is the owner of the property located at 1265 South Ocean Boulevard the ("Property"). The Property is located in Reach 5 of the Town of Palm Beach adjacent to the Atlantic Ocean. There are four groins associated with this Property that extend into the Atlantic Ocean. These were previously designated Groin Structure Identification Nos. G51225, G50946, G50601, and G50249. In December of 2018, the Town of Palm Beach obtained from the United States Army Corps of Engineers, Department of the Army Permit No. SAG-2015-0348(SP-KDS) authorizing the Town of Palm Beach to proceed with a project involving the removal of 41 groins, including the four groins associated with the Property, and replacement of each of those groins with a concrete king pile and panel groin, and the removal of an additional 34 groins. In September of 2013, then Town of Palm Beach Mayor Gail L. Coniglio signed the Palm Beach Island Beach Management Agreement. The Beach Management Agreement was also signed by the Mayor of Palm Beach County, the Deputy Secretary of Regulatory Programs of the Florida Department of Environmental Protection, and the Assistant Executive Director of the Florida Fish and Wildlife Conservation Commission. The Palm Beach Island Beach Management Agreement, which was updated in 2021 and is currently in effect, authorizes the larger groin project that is also authorized by the referenced Department of the Army Permit. As you know, work on that larger project has not yet begun.

The larger groin project that is authorized by the Department of the Army Permit and the Beach Management Agreement is an important public works project for the Town of Palm Beach. When implemented fully, this project should help to minimize erosion and stabilize sand.

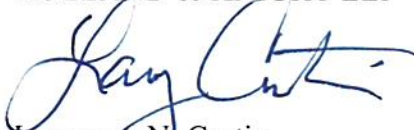
In accordance with recent discussions with you and Town of Palm Beach staff, and our representatives, the purpose of this letter is to request that the Town Council consider for approval at the earliest available meeting a proposal to move forward with the removal and replacement of

the four groins associated with the Property at the expense of Blossom Way Holdings LLC with coordination with the Town of Palm Beach staff, using the permits and approvals obtained and to be obtained by the Town of Palm Beach, with design, procurement, construction, post construction support, and compliance managed through engagement of Coastal Protection Engineering.

We ask that this request be placed on the next available agenda for consideration by the Town Council. Please let us know if any further information is needed. Thank you.

Sincerely,

HOLLAND & KNIGHT LLP



Lawrence N. Curtin

LNC/kf

Cc: Maura Ziska, Esquire

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Regular Agenda - Quarterly Litigation Report

Agenda Title

Quarterly Litigation Report

Presenter

Joanne O'Connor, Town Attorney

ATTACHMENTS:

- ▣ **Litigation Status Report Dated March 2025**

Memo

To: Mayor Moore and Town Council Members
Cc: Kirk Blouin, Town Manager
From: Joanne M. O'Connor
Date: March 4, 2025
Re: Litigation Status Report – March 2025

This report provides a brief summary of litigation against the Town that is pending as of March 1, 2025 and that concluded in the preceding quarter.

PENDING LITIGATION

1. Paramount Litigation

WEG Paramount LLC has challenged the Town Council's July 15, 2024 Development Order denying its application for Special Exceptions with Site Plan Review by invoking an alternative dispute resolution process available under the Florida Land Use and Environmental Resolution Act, Fla. Stat. 70.51 ("FLUEDRA"), a part of the Bert Harris Act. FLUEDRA has been in effect for 15 years. It operates under the guidance of a special magistrate in a two-stage process by which the special magistrate (1) acts as a mediator charged with facilitating a resolution between the property owner and the government entity and (2) acts more like an administrative law judge who holds a public hearing(s) and then issues recommended findings of fact and conclusions of law that the developer and the Town can ultimately accept, modify or reject. The process may not continue longer than 165 days, unless the parties agree otherwise.

The Division of Administrative Hearings assigned Special Magistrate Francine Ffolkes to this matter. On November 14, 2024, the proceeding was mediated to an impasse.

The FLUEDRA hearing was initially set for February 5. Citing the purpose of the FLUEDRA statute, to encourage property owners and local governments to explore mutually acceptable alternatives to the development order at issue, WEG Paramount, LLC moved to continue the February 5 hearing. The Town did not oppose this continuance, which the Magistrate Judge granted on December 27, 2024.

A status conference is set before the Magistrate Judge on **April 3, 2025**.

FLUEDRA tolls the time for the developer to pursue other litigation against the Town. WEG Paramount LLC filed a "Protective Petition for Certiorari" against the Town appealing the Town Council's decision. That Petition has been stayed by order of the Court and agreement of the parties.

2. *Simon Taylor v Town of Palm Beach, et al*, Case No:

502024CA004394XXXXAMB AF (15th Jud. Cir. in and for Palm Beach Cnty, Fla.).

At the beginning of August, Mr. Taylor served a Public Records Act lawsuit for records concerning the Royal Poinciana Playhouse. The Town had charged Mr. Taylor a service fee to search for, review and produce responsive records. At the time he filed suit, Mr. Taylor had not paid the fee and the Town therefore had not produced records. The Town **moved to dismiss** the lawsuit; that motion has been set for hearing on **February 24, 2025**. Mr. Taylor has subsequently paid the

fee and the Town produced records, with Mr. Taylor failing to identify any responsive records not produced.

3. Form 6 Litigation

By Resolution 005-2024, the Town Council authorized participation by the Town and any elected officials that wished to participate in lawsuits seeking a declaration that the provisions of Section § 112.144(1)(d), Florida Statutes that require municipal elected officials to file Form 6 financial disclosure forms is unconstitutional and invalid. The Town, Mayor Moore and all the Town Council members have elected to participate. The law firm of Weiss Serota Helfman Cole & Bierman has filed two separate lawsuits against the members of the Florida Commission on Ethics, which is the agency charged with implementing and enforcing the State's financial disclosure laws:

1. **The Federal Form 6 Suit:** *Loper v. Lukis*, Case No. 1:24-cv-20604 (S.D. Fla.). This suit is brought only on behalf of the elected officials, asserting that the Form 6 requirement compels content-based, non-commercial speech in violation of the First Amendment to the United States Constitution.

On June 10, 2024, after an evidentiary hearing in April, U.S. District Judge Melissa Damian preliminarily enjoined the operation of the Form 6 requirement set forth in SB 774 until otherwise ordered. The parties have filed cross motions for summary judgment, which are pending and awaiting a determination from the judge whether she will hold a hearing or rule on the papers.

2. **The State Form 6 Suit:** *Loper v. Lukis*, filed in the Circuit Court of the Second Judicial Circuit in and for Leon County, Fla. This suit is brought on behalf of the municipalities and elected officials, asserting that the Form 6 requirement violates the right to privacy under the Florida Constitution. The case was assigned to a new judge and a motion to dismiss is pending.

4. Midtown Beach: Private Property Rights Challenges.

a. **George A. Cloutier, Tiffany Dawn Cloutier v Town of Palm Beach**, Case No: 502022CA003744XXXXMB AN (15th Jud. Cir. in and for Palm Beach Cnty, Fla.).

b. **The Condominium Association of Ocean Towers, Inc. and Warden House Association, Inc. v Town of Palm Beach**, Case No: 502022CA005042XXXXMB AO (15th Jud. Cir. in and for Palm Beach Cnty, Fla.)

Residents who own oceanfront property between Sunrise Avenue and Wells Road sued the Town in 2022. These residents own parcels that encompass a portion of the dry sand beach upland of the Erosion Control Line ("ECL") that was recorded on January 7, 2003 (the State holds title to land seaward of the ECL).

Plaintiffs ask the Circuit Court to declare their respective property rights in the beach areas and their ability to post the boundaries of their private beach areas with post and rope and "no trespassing" signs. They have also alleged that the Town's failure to enforce trespass ordinances—including as to persons using their beach areas for traditional beach uses, such as sunbathing and dog walking—constitutes a temporary "taking" of their property without compensation.

The Town has asserted numerous defenses, including that the additional sand added to Plaintiffs' private beach areas upland of the ECL following publicly funded beach renourishments are "subject to a public easement for traditional uses of the sandy beach" pursuant to Florida law. Fla. Stat. § 161.141.

Following a three-hour hearing before Judge Scott Kerner on July 9, Judge Kerner denied Plaintiffs' motions for summary judgment against the Town. The Town's responses to those motions were supported by extensive testimony from current and former residents and from Town staff. The Town sought judgment in its favor on the takings claim, which the Court also denied.

The case is presently set on a non-jury trial docket from March 10, 2025 through May 2, 2025. However, Plaintiffs' have filed several motions directed to our affirmative defenses and sought hearing time on those motions. The Court has no available hearing time and has indicated that the case will not be heard on the current docket.

5. *State of Florida ex rel. Virginia E. Dadey, Gregory J. Englesbe and Peter Kaupe v Town of Palm Beach*, Case No: 502022CA008479XXXMB Al (15th Jud. Cir. in and for Palm Beach Cnty, Fla.). Town residents in the 200 Block of Atlantic Avenue challenge the status of the beach access at the east end of Atlantic Avenue. Certain owners in the 100 Block of Atlantic Avenue asserted a private ownership right to the access point based on a recorded plat. In December 2020, the Town publicly announced that it agreed with this determination. The 100 Block owners have locked the access at Atlantic Avenue.

Plaintiffs bring two-counts: (1) a claim to abate a purported public nuisance (the gate and any other obstructions of the access); and (2) a claim that the Town has violated the Public Records Act. As to the first claim, Plaintiffs rely on a statute that provides for dedication of public roadways to assert that title to the beach access became vested in the Town. The Town has asserted numerous defenses, including that Plaintiffs failed to join the 100 Block owners, who are indispensable parties.

The Town moved for summary judgment on Count I regarding the ownership rights to the Atlantic Avenue beach access and a hearing was held on that motion on January. The Court held a hearing on that motion on **January 24, 2025**. The Court asked the parties to submit proposed orders, which they did by February 15. The motion on Count I is now under advisement and awaiting a ruling.

The case will be determined by the Court, either at summary judgment or a non-jury trial. No trial date has been set.

CONCLUDED LITIGATION

1. *Robert F. Greenhill v. Town of Palm Beach*, Case No. 502023CA002478 (15th Jud. Cir. in and for Palm Beach Cnty., Fla.) (Appellate Division): This appeal filed by Mr. Greenhill challenges the designation of his property at 686 Island Drive as a historic landmark.

On December 11, 2025, the Circuit Court Appellate Division **upheld** the Town's landmarking decision. Mr. Greenhill asked the Appellate Division to issue a written opinion so it might seek review in the Fourth District, but the Appellate Division denied that request.

This matter is now finally concluded in the Town's favor.

2. *Thomas O. McCarthy v. Town of Palm Beach*, Case No. 502023CA012789 (15th Jud. Cir. in and for Palm Beach Cnty., Fla.) (Appellate Division): This is an appeal by neighbors challenging the Town's grant of variances to permit the rehabilitation of a two-story accessory

February 20, 2025

Page 4

structure designated as a historically significant building to be raised 16 inches and to increase the first-floor ceiling height from 7 to 8 feet.

On December 11, 2024, the Circuit Court Appellate Division upheld the Town's grant of the variances. Mr. McCarthy attempted to seek further review from the Fourth District Court of Appeals by a second-tier petition for certiorari, which petition was denied on January 13, 2025.

This matter has now been finally concluded in the Town's favor.

#6027891 v1 13156-00008

TOWN OF PALM BEACH

Town Council Meeting on: March 4, 2025

Section of Agenda

Ordinances - Second Reading

Agenda Title

ORDINANCE NO. 003-2025 An Ordinance Of The Town Council Of The Town Of Palm Beach, Palm Beach County, Florida, Amending The Town Code Of Ordinances At Chapter 74 - Parks And Recreation, By Amending Sec. 74-162. Regulation Of Fishing To Prohibit Fishing And Casting Of Nets Upon Certain Town-Owned Property Including Bridges And Docks And By Amending Sec. 74-163. Fishing Prohibitions Concerning Public Docks To Prohibit Fishing From The Docks Owned By The Town At Lake Drive Park; Providing For Severability; Providing For Repeal Of Ordinances In Conflict; Providing For Codification; Providing An Effective Date.

Presenter

Nicholas Caristo, Chief of Police

ATTACHMENTS:

- ▣ **Ordinance No. 003-2025**
- ▣ **Redline version of Ordinance No. 003-2025**

ORDINANCE NO. 003-2025

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 74 -PARKS AND RECREATION, BY AMENDING SEC.74-162.REGULATION OF FISHING TO PROHIBIT FISHING AND CASTING OF NETS UPON CERTAIN TOWN-OWNED PROPERTY INCLUDING BRIDGES AND DOCKS AND BY AMENDING SEC. 74-163.FISHING PROHIBITIONS CONCERNING PUBLIC DOCKS TO PROHIBIT FISHING FROM THE DOCKS OWNED BY THE TOWN AT LAKE DRIVE PARK; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Palm Beach, Florida ("Town") is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town has the authority, pursuant to Article VIII, Section 2(b) of the Florida Constitution, and Chapter 166, Florida Statutes, to adopt such regulations as it deems appropriate to further the health, safety, and welfare of its residents; and

WHEREAS, to protect the health, safety, and welfare of the public, the Town deems it necessary to prohibit fishing or the casting of fishing nets on certain Town owned property.

WHEREAS, the Town also deems it important to update its fishing prohibitions concerning public docks to include those docks owned by the town at Lake Drive Park, which docks were constructed since the last revision to Section 74-163 of the Town Code of Ordinances;

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Palm Beach, Palm Beach County, Florida, as follows:

Section 1. The recitations set forth above are true and correct and incorporated herein as legislative findings of the Town Council.

Section 2. The Code of Ordinances of the Town of Palm Beach is hereby amended at Chapter 74, Parks and Recreation, Article II Beaches and Aquatic Activities by amending Section 74-162 to read as follows:

Sec. 74-162. Regulation of fishing.

(a) It shall be unlawful for any person to fish or cast a net in the waters of Lake Worth from any town-owned property or from any right-of-way adjacent to Lake Worth between sunset and sunrise the following day.

(b) It shall be unlawful for any person to fish or cast a net from any town-owned bridge or dock except that it shall be lawful to fish only (not to cast a net) from the Palm Beach North End Municipal dock also known as Annie's Dock. This includes all town-owned areas adjacent to or under such town-owned bridge or dock.

(c) The town's police department is authorized to post signs at or in proximity to the town-owned bridges or docks referenced above setting forth the prohibitions stated herein.

(d) Any person found to be in violation of this section shall be subject to penalties provided pursuant to the provisions of section 1-14.

(e) It shall be unlawful for any person to fish in the waters 50 yards in either direction north or south of any public beach operated and patrolled and guarded by lifeguards of the town.

Section 3. The Code of Ordinances of the Town of Palm Beach is hereby amended at Chapter 74, Parks and Recreation, Article II Beaches and Aquatic Activities by amending Section 74-163 to read as follows

Sec. 74-163. Fishing prohibitions concerning public docks.

(a) It shall be unlawful for any person to fish from the docks owned by the town known as the Australian, Brazilian and Peruvian docks, the docks owned by the town at Lake Drive Park, or from any property owned by the town that is within 150 feet in any direction from the above-referenced docks.

(b) The police department is authorized to post signs at or in proximity to the town-owned docks referenced above setting forth the prohibitions stated herein.

(c) Any person found guilty of a violation of this section shall be punished in accordance with the terms of section 1-14.

Section 4. Severability.

If any provision of this Ordinance or the application thereof is held invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid provisions or applications, and to this end the provisions of this Ordinance are hereby declared severable.

Section 5. Repeal of Ordinances in Conflict.

All other ordinances of the Town of Palm Beach, Florida, or parts thereof which conflict with this or any part of this Ordinance are hereby repealed.

Section 6. Codification.

This Ordinance shall be codified and made a part of the official Code of Ordinances of the Town of Palm Beach.

Section 7. Effective Date.

This Ordinance shall take effect immediately upon its passage and approval, as provided by law.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach on the first reading this 11th day of February 2025 and for the second and final reading on the 4th day of March 2025.

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, Town Clerk

Bridget Moran, Town Council Member

ORDINANCE NO. 003-2025

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 74 -PARKS AND RECREATION, BY AMENDING SEC.74-162.REGULATION OF FISHING TO PROHIBIT FISHING AND CASTING OF NETS UPON CERTAIN TOWN-OWNED PROPERTY INCLUDING BRIDGES AND DOCKS AND BY AMENDING SEC. 74-163.FISHING PROHIBITIONS CONCERNING PUBLIC DOCKS TO PROHIBIT FISHING FROM THE DOCKS OWNED BY THE TOWN AT LAKE DRIVE PARK; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Palm Beach, Florida ("Town") is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town has the authority, pursuant to Article VIII, Section 2(b) of the Florida Constitution, and Chapter 166, Florida Statutes, to adopt such regulations as it deems appropriate to further the health, safety, and welfare of its residents; and

WHEREAS, to protect the health, safety, and welfare of the public, the Town deems it necessary to prohibit fishing or the casting of fishing nets on certain Town owned property.

WHEREAS, the Town also deems it important to update its fishing prohibitions concerning public docks to include those docks owned by the town at Lake Drive Park, which docks were constructed since the last revision to Section 74-163 of the Town Code of Ordinances;

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Palm Beach, Palm Beach County, Florida, as follows:

Section 1. The recitations set forth above are true and correct and incorporated herein as legislative findings of the Town Council.

Section 2. The Code of Ordinances of the Town of Palm Beach is hereby amended at Chapter 74, Parks and Recreation, Article II Beaches and Aquatic Activities by amending Section 74-162 to read as follows:

Sec. 74-162. Regulation of fishing.

(a) It shall be unlawful for any person to fish or cast a net in the waters of Lake Worth from any town-owned property or from any right-of-way adjacent to Lake Worth between sunset and sunrise the following day.

(b) It shall be unlawful for any person to fish or cast a net from any town-owned bridge or dock except that it shall be lawful to fish only (not to cast a net) from the Palm Beach North End Municipal dock also known as Annie's Dock. This includes all town-owned areas adjacent to or under such town-owned bridge or dock.

(c) The town's police department is authorized to post signs at or in proximity to the town-owned bridges or docks referenced above setting forth the prohibitions stated herein.

(d) Any person found to be in violation of this section shall be subject to penalties provided pursuant to the provisions of section 1-14.

(e) It shall be unlawful for any person to fish in the waters 50 yards in either direction north or south of any public beach operated and patrolled and guarded by lifeguards of the town.

Section 3. The Code of Ordinances of the Town of Palm Beach is hereby amended at Chapter 74, Parks and Recreation, Article II Beaches and Aquatic Activities by amending Section 74-163 to read as follows

Sec. 74-163. Fishing prohibitions concerning public docks.

(a) It shall be unlawful for any person to fish from the docks owned by the town known as the Australian, Brazilian and Peruvian docks, the docks owned by the town at Lake Drive Park, or from any property owned by the town that is within 150 feet in any direction from the above-referenced docks.

(b) The police department is authorized to post signs at or in proximity to the town-owned docks referenced above setting forth the prohibitions stated herein.

(c) Any person found guilty of a violation of this section shall be punished in accordance with the terms of section 1-14.

Section 4. Severability.

If any provision of this Ordinance or the application thereof is held invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid provisions or applications, and to this end the provisions of this Ordinance are hereby declared severable.

Section 5. Repeal of Ordinances in Conflict.

All other ordinances of the Town of Palm Beach, Florida, or parts thereof which conflict with this or any part of this Ordinance are hereby repealed.

Section 6. Codification.

This Ordinance shall be codified and made a part of the official Code of Ordinances of the Town of Palm Beach.

Section 7. Effective Date.

This Ordinance shall take effect immediately upon its passage and approval, as provided by law.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach on first reading this 11th day of February, 2025 and for second and final reading on this 4th day of March, 2025.

Danielle H. Moore, Mayor

Bobbie D. Lindsay, Town Council President

Lewis S.W. Crampton, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Edward A. Cooney, Town Council Member

Kelly Churney, CMC, Town Clerk

Bridget Moran, Town Council Member