



TOWN OF PALM BEACH

Town Manager's Office
TOWN COUNCIL MEETING

**TOWN HALL
COUNCIL CHAMBERS-SECOND FLOOR
360 SOUTH COUNTY ROAD**

AGENDA

APRIL 10, 2018

9:30 AM

Town Council Meeting

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

Mayor Gail L. Coniglio
Danielle H. Moore, President
Margaret A. Zeidman, President Pro Tem
Julie Araskog
Lew Crampton
Bobbie Lindsay

II. INVOCATION AND PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

IV. RECOGNITIONS

- A.** Recognition of James M. Ballentine for his Service on the Code Enforcement Board from April 2008 through April 2018.

Gail L. Coniglio, Mayor

- B. Recognition of Cynthia Van Buren for her Service on the Code Enforcement Board from April 2007 through April 2018.

Gail L. Coniglio, Mayor

V. PRESENTATIONS

- A. Legislative Session Update.
The Honorable Bobby Powell, Florida Senate District 30
- B. Royal Poinciana Playhouse Update.
Alex Patterson, UpMarkets
- C. Presentations by Applicants for the Code Enforcement Board.
Kirk W. Blouin, Town Manager
- D. Presentations by Applicants for the Recreation Advisory Commission.
Kirk W. Blouin, Town Manager
- E. Presentations by Applicants for the Retirement Board of Trustees.
Kirk W. Blouin, Town Manager

VI. BOARD/COMMISSION APPOINTMENTS

- A. Appointments of the Code Enforcement Board. Page 11
Kirk W. Blouin, Town Manager
- B. Appointments to the Recreation Advisory Commission. Page 31
Kirk W. Blouin, Town Manager
- C. Appointments to the Retirement Board of Trustees. Page 47
Kirk W. Blouin, Town Manager

VII. COMMENTS OF MAYOR GAIL L. CONIGLIO

VIII. COMMENTS OF TOWN COUNCIL MEMBERS AND TOWN MANAGER

IX. COMMUNICATIONS FROM CITIZENS - 3 MINUTE LIMIT PLEASE

X. APPROVAL OF CONSENT AGENDA (SEE NOTE 5)

A. MINUTES

- 1. TOWN COUNCIL MEETING MINUTES
Kathleen Dominguez, Town Clerk
 - a. March 20, 2018, Town Council Meeting Minutes
 - b. March 21, 2018, Development Review Town Council Meeting Minutes***Deferred to the May 8, 2018, Town Council Meeting***
- 2. Approval of major matters considered by the Architectural Commission at its meeting of March 28, 2018. Page 57
Paul Castro, Acting Director of Planning, Zoning and Building

B. RESOLUTIONS

1. RESOLUTION NO. 041-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Authorizing the Purchase of Two (2) Police Motorcycles in the Amount of \$47,970 from Bruce Rossmeyer's Daytona Harley Davidson; Via the Florida Sheriff's Association Bid #FSA 17-VEL 25.0; Providing an Effective Date.
Ann-Marie Taylor, Acting Chief of Police Page 90
2. RESOLUTION NO. 044-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Awarding Bid No. 2018-21 and Approving a Construction Contract To A.U.M. Construction, Inc., for the Signalization and Mast Arm Improvements at the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocoanut Row Intersections, in the Amount of \$532,618 and Establishing a Construction Phase Budget of \$586,000.
H. Paul Brazil, P.E., Director of Public Works Page 107
3. RESOLUTION NO. 045-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Approving a Purchase Order in an Amount of \$63,627.50 to Kimley-Horn And Associates Inc., for Construction Phase Engineering Services for the Mast Arm Replacement and Signalization Improvement Project at the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocoanut Row Intersections, and Establishing a Construction Phase Budget of \$70,000.
H. Paul Brazil, P.E., Director of Public Works Page 119
4. RESOLUTION NO. 046-2018 A Resolution of the Town Council of the Town Of Palm Beach, Palm Beach County, Florida, Awarding Bid No. 2018-26 for the Mid-Town Bathroom and Lifeguard Building Repairs and Approving a Construction Contract to Creative Contracting Group, in the Amount of \$115,000 and Establishing a Construction Phase Budget of \$126,000.
H. Paul Brazil, P.E., Director of Public Works Page 127
5. RESOLUTION NO. 047-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Approving a Purchase Order for Construction Phase Engineering Services to Kimley-Horn and Associates, Inc., in an Amount of \$21,928.75 for the Mid-Town Bathroom Repairs, and Establishing a Construction Phase Engineering Services Budget of \$25,000.
H. Paul Brazil, P.E., Director of Public Works Page 132

C. OTHER

1. Approval of the Selection Committee's Recommendation of the Ranking of Firms for RFP No. 2018-17 for Wi-Fi Services for the Town Docks, With BEACON Digital Media Marina WiFi - MarinaCams Networking Being the Highest Ranked Proposer and Authorizing Permission to Negotiate an Agreement on Behalf of the Town. Page 141

Beth Zickar, Director of Recreation

2. Waiver to Town Code for 89 Middle Road LLC for an Extension of Time for Installation of Utility Improvements. Page 147
H. Paul Brazil, P.E., Director of Public Works
3. Request by the City of West Palm Beach for Town Sponsorship in the Amount of \$12,000 for the City's Fourth on Flagler Event. Page 153
Kirk W. Blouin, Town Manager
4. Approve a Change Order to the Construction Manager at Risk Contract to Whiting-Turner Contracting Company for the Phipps Ocean Park Restroom Improvements. Page 157
H. Paul Brazil, P.E., Director of Public Works
5. Weeks Ethics Complaint Against Town Attorney. Page 160
John C. Randolph, Town Attorney

XI. BOARD/COMMISSION ANNUAL REPORT

- A. Annual Report of the Architectural Commission. Page 169
Robert J. Vila, Chair

XII. REGULAR AGENDA

A. Old Business

1. Request for a Fourth Extension of the Town's Conditional Abatement Period for Palm House. Page 173
Cary Glickstein, Receiver
2. Town-wide Undergrounding Project:
 - a. Review of Project and Dashboard, Summary of Project Status. Page 179
Steven N. Stern, Underground Utilities Project Manager
3. Coastal Update:
 - a. Groin Rehabilitation Update Page 207
 - b. RESOLUTION NO. 050-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Increasing Purchase Order No. 170736 to Woods Hole Group, Inc., in the Amount of \$59,950, for Dynamic Modeling for the Coastal Vulnerability Assessment, Thereby Increasing the Purchase Order From \$100,000 to \$159,950, and Thereby Increasing the Task Budget From \$110,000 to \$169,950. Page 208
 - c. RESOLUTION NO. 20-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Approving a Purchase Order For Professional Coastal Engineering Services To Gahagan & Bryant Associates, Inc., in an Amount of \$26,240 for the Sand Transfer Plant Feasibility Study, and Establishing a Task Budget of \$30,000. Page 214
H. Paul Brazil, P.E., Director of Public Works

- | | | |
|----|--|----------|
| 4. | Recreation Center Project
TIME CERTAIN: 10:30 AM | Page 219 |
| a. | Update From the Friends of Recreation.
<i>Matthew Smith, Chair</i> | Page 220 |
| b. | Project Update.
<i>H. Paul Brazil, P.E., Director of Public Works</i> | Page 221 |
| c. | Funding Source(s) For Town's Share of Project Costs.
<i>Jane Le Clainche, Director of Finance/Beth Zickar, Director of Recreation</i> | Page 223 |

B. New Business

- | | | |
|----|---|----------|
| 1. | Town Docks Project
TIME CERTAIN: 11:00 AM | Page 225 |
| a. | Presentation of Draft Master Plan for the Town Docks and Accessory Structures.
<i>Presenter: Gordon Thomson, P.E. , D.CE, W.F. Baird & Associates
Beth Zickar, Director of Recreation</i> | Page 226 |
| b. | Authorization to Issue RFQ for Design Consultant Services for Town Dock Replacements.
<i>H. Paul Brazil, P.E., Director of Public Works</i> | Page 350 |
| 2. | Discussion of Section 18-166 of the Town Code of Ordinances Relative to ARCOM Memberships and Appointments.
<i>Paul Castro, Acting Director of Planning, Zoning and Building</i> | |
| 3. | Comprehensive Annual Financial Report Fiscal Year Ended September 30, 2017.
<i>Jane Le Clainche, Director of Finance</i> | Page 352 |
| 4. | Request for Authorization to Study a Possible Zoning Text Amendment to Change the Off-Street Parking Requirements for Private Social, Swimming, Golf, Tennis and Yacht Clubs
<i>Julie Araskog, Town Council Member</i> | Page 354 |
| 5. | Proposed Amendment to the Town Code relating to the Administrative and Personnel Committee Hearing Process.
<i>Danielle Olson, Director of Human Resources</i> | Page 356 |

C. Matters Pulled From Consent Agenda: If needed

XIII. ORDINANCES

A. Second Reading

- | | | |
|----|---|----------|
| 1. | <u>ORDINANCE NO. 05-2018</u> An Ordinance of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Amending Chapter 18, | Page 358 |
|----|---|----------|

Buildings and Building Regulation, of the Town Code of Ordinances at Section 18-112 of Article II, Division 5, Prohibition on Demolition, to Provide for a Prohibition of Demolition of Structures During the Period of the Year Commencing on the Monday Prior to Thanksgiving of Each Year and Ending on March 31 of the Following Year, Including Good Friday; Providing for Severability; Providing for Repeal of Ordinances in Conflict; Providing for Codification; Providing an Effective Date.

Jay Boodheshwar, Deputy Town Manager

B. First Reading

1. ORDINANCE NO. 06-2018 An Ordinance of The Town Council of The Town of Palm Beach, Palm Beach County, Florida, Amending Chapter 82 of The Town Code of Ordinances Relating To Personnel, At Article II, Employee Benefits, Division 2, Retirement System; Amending Subdivision I, In General, By Amending Section 82-53, Membership; Termination of Membership; Providing For Severability; Providing For Repeal of Ordinances In Conflict; Providing For Codification; Providing An Effective Date.

Page 362

Danielle Olson, Director of Human Resources

XIV. ANY OTHER MATTERS

XV. ADJOURNMENT

PLEASE TAKE NOTE:

Note 1: Please submit written comments/materials to publiccomment@townofpalmbeach.com or in person to the Town Clerk's Office, located at Town Hall, 360 South County Road. No written materials received after 3:30 p.m. on the Thursday immediately prior to a monthly Town Council meeting will be included in the back-up binders distributed to the Mayor and Town Council in preparation for that meeting. Written materials received after 3:30 p.m. on Thursday will be separately distributed to the Mayor and Town Council; however, depending upon the length of the materials, the time of submittal, and other circumstances, the Mayor and Town Council may not be able to read and consider such late submittals prior to acting upon the policy matter(s) which they address.

Note 2: The progress of this meeting may be monitored by visiting the Town's website (townofpalmbeach.com) and clicking on "Meeting Audio" in the left column. If you have questions regarding that feature, please contact the Office of Information Systems (561) 227-6315. The audio recording of the meeting will appear within 24 hours after the conclusion of the meeting.

Note 3: If a person decides to appeal any decision made by this Council with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings. For such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Note 4: Disabled persons who need an accommodation in order to participate in the Town Council Meeting are requested to contact the Town Manager's Office at 838-5410 or through the Florida Relay Service by dialing 1-800-955-8770 for voice callers or 1-800-955-8771 for TDD callers, at least two (2) working

days before this meeting.

Note 5: Items listed on the Consent Agenda will be approved by one motion of the Town Council, unless the Mayor or an individual Council Member requests that any item(s) be moved to the Regular Agenda and individually considered.

Note 6: All back-up material for the items listed on the agenda are posted to the Town's website and emailed to all Stay Informed subscribers on the Friday before the Town Council meeting. To access the back-up materials and/or subscribe to the Stay Informed list, please visit the Town's website (townofpalmbeach.com).

PROCEDURES FOR PUBLIC PARTICIPATION

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.

PUBLIC HEARINGS: Any citizen is entitled to be heard on an official agenda item under the section entitled "Public Hearings," subject to the three minute limitation.

COMMUNICATIONS FROM CITIZENS: Any citizen is entitled to be heard concerning any matter under the section entitled "Communications from Citizens," subject to the three minute limitation. The public also has the opportunity to speak to any item listed on the agenda, including the consent agenda, at the time the agenda item comes up for discussion.

OTHER AGENDA ITEMS: Any citizen is entitled to be heard on any official agenda item when the Town Council calls for public comments, subject to the three minute limitation.

Town Council Meetings are public business meetings and, as such, the Town Council retains the right to limit discussion on any issue.

Special Town Council Meeting-Budget Meeting

April 9, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Union Negotiation Meeting

April 9, 2018, 10:00 AM @ South Fire Station

[More Details](#)

Town Council Meeting-Regular Business

April 10, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Town Council Meeting-Development Review Matters

April 11, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Public Works Committee Meeting

April 12, 2018, 1:00 PM @ Council Chambers

[More Details](#)

Planning and Zoning Commission

April 17, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Landmarks Preservation Commission Meeting

April 18, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Code Enforcement Board Meeting

April 19, 2018, 2:00 PM @ Council Chambers

[More Details](#)

Architectural Commission Meeting

April 25, 2018, 9:00 AM @ Council Chambers

[More Details](#)

Shore Protection Board Meeting

April 26, 2018, 9:00 AM @ Council Chambers

[More Details](#)

Underground Utility Task Force Meeting

May 1, 2018, 9:00 AM @ Council Chambers

[More Details](#)

Recreation Advisory Commission Meeting

May 2, 2018, 9:00 AM @ Council Chambers

[More Details](#)

Ordinances, Rules, and Standards Committee Meeting

May 3, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Town Council Meeting-Regular Business

May 8, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Town Council Meeting-Development Review Matters

May 9, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Public Works Committee Meeting

May 10, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Planning and Zoning Commission

May 15, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Landmarks Preservation Commission Meeting

May 16, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Code Enforcement Board Meeting

May 17, 2018, 2:00 PM @ Council Chambers

[More Details](#)

Retirement System Board of Trustees Meeting

May 18, 2018, 9:00 AM @ Council Chambers

[More Details](#)

Investment Advisory Committee Meeting

May 18, 2018, 2:30 PM @ Council Chambers

[More Details](#)

Architectural Commission Meeting

May 23, 2018, 9:00 AM @ Council Chambers

[More Details](#)

Memorial Day-Town Hall Closed

May 28, 2018, 8:30 AM - 5:00 PM

[More Details](#)

Underground Utility Task Force Meeting

June 5, 2018, 9:00 AM @ Council Chambers

[More Details](#)

Ordinances, Rules, and Standards Committee

June 7, 2018, 9:30 AM

[More Details](#)

Town Council Meeting-Regular Business

June 12, 2018, 9:30 AM @ Council Chambers

[More Details](#)

Town Council Meeting-Development Review Matters

June 13, 2018, 9:30 AM @ Council Chambers

[More Details](#)

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

BOARD/COMMISSION APPOINTMENTS

Agenda Title

Appointments to the Code Enforcement Board.

Kirk W. Blouin, Town Manager

Presenter

ATTACHMENTS:

- ▣ **Memorandum dated April 2, 2018, from Kirk W. Blouin, Town Manager**
- ▣ **Ballot for appointments to Code Enforcement Board**
- ▣ **Applications for Code Enforcement Board**

TOWN OF PALM BEACH

Information for Town Council Meeting on April 10, 2018

TO: Mayor and Town Council
FROM: Kirk Blouin, Town Manager
RE: Code Enforcement Board Appointments
DATE: April 2, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council appointment three regular members and one alternate member to the Code Enforcement Board.

GENERAL INFORMATION

James Ballentine, Jr. and Cynthia Van Buren have served maximum allowed terms on the Code Enforcement Board. The two regular member seats held by Mr. Ballentine and Ms. Van Buren will need to be filled.

Matthew Natale is currently serving as a regular member with a term to expire April 2018 and he is eligible for and seeking reappointment as a regular member.

Rosemary Carpenter is currently serving as an alternate member with a term to expire April 2018. Ms. Carpenter is seeking appointment as a regular member.

Linda Wartow is currently serving as an alternate member with a term to expire April 2020. Ms. Wartow is seeking appointment as a regular member.

Steven Meltzer is a new applicant seeking appointment as a regular member or alternate member.

All applicants have submitted proof of voter registration in the Town of Palm Beach.

Attachment

KWB:cek

cc: Ann-Marie Taylor, Acting Police Chief
Ben Alma, Parking/Code Enforcement Manager
Joan Dunn, Parking/Code Enforcement Specialist

**BALLOT FOR APPOINTMENT OF MEMBER(S)
TO THE CODE ENFORCEMENT BOARD
Town Council Meeting on APRIL 10, 2018**

Position(s) to be filled: **3 Regular Members**

Please circle **3** names from the list of names appearing below.

Regular Members Applying for Reappointment:

Matthew Natale

Alternate Members Applying for Promotion to Regular Member:

Rosemary Carpenter *

Linda Wartow *

Others Who Have Submitted An Application for Regular Member:

Steven Meltzer*

*Indicates that applicant **will** accept an alternate position if they are not appointed as a regular member.

Signature of Town Council Member:

Town Council Member



TOWN OF PALM BEACH

RECEIVED

2016 MAR 15 PM12:28 TOWN CLERK

APPLICATION FOR SERVICE ON

CODE ENFORCEMENT BOARD

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 Code Enforcement Board must file an annual financial disclosure form per State law.)

Name: Rosemary Gladue Carpenter

Residence Address: 350 S Ocean Blvd, #103, Palm Beach, FL 33480

Mailing Address: Same as residence

Home Telephone: Cell (410)790-0031

E-mail Address: rose_federalhill@yahoo.com

Work Telephone: N/A

I am a resident of the Town of Palm Beach RGC (please initial)

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 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.

1. Why are you interested in serving on the Code Enforcement Board? (Please explain and attach additional pages if necessary)
I currently serve as an Alternate Member on the Board and would like to continue my service as a full voting Regular Member of the Board.

2. How many meetings of the Code Enforcement Board have you attended in the last year? All regular meetings

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.

I have served on the Code Enforcement Board for just under 1 year. See also attached addendum from prior application.

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

N/A

5. Do you have any personal experience with the Code Enforcement Board in the Town of Palm Beach or other jurisdictions? (Please explain and attach additional pages if necessary)

Yes, as an Alternate Board member. See also attached addendum from prior application.

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

- | | |
|--|--|
| ☐ Palm Beach Chamber of Commerce | ☐ Preservation Foundation of Palm Beach |
| ☒ Palm Beach Civic Association | ☐ North End Property Owners Association |
| ☐ Neighborhood Alliance of Palm Beach | ☒ Other <u>See attached addendum</u> |
| ☐ Citizens' Association of Palm Beach | |

7. Present occupation. Retired No. of years.

Employer. _____

8. Past occupation(s). Corporate attorney and executive No. of years. 22

Employer(s). See attached addendum from prior application.

9. 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
 ☐ Building Construction
☐ Landscape Architecture/Design
 ☐ Municipal Planning
☒ Law
 ☐ Law Enforcement/Code Enforcement

10. Please provide details regarding your educational background:

See attached addendum.

11. Why do you feel that you are qualified to serve on the Town's Code Enforcement Board? (Attach additional page if necessary)

I am currently serving on the Board as an Alternate Member. See also attached addendum from prior application.

12. 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
None				

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

14. 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 _____ if I am appointed to the position I am seeking in this application.
board/commission/committee

15. In the event you are applying to be a Regular Member of the Code Enforcement Board and you are not successful, will you accept appointment as an Alternate Member of the Board 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: _____

[Handwritten Signature]

DATE: _____

3/8/18

Please attach proof of Town of Palm Beach residency (as listed on page 1) 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.

Addendum for 2017 Application

Addendum to #1.

I love Palm Beach. It is my home. I appreciate the unique charm, quality of life and history of Palm Beach. I have always been involved with maintaining the integrity, charm and quality of life in the wonderful historic homes and neighborhoods in which I have lived. My appreciation of and love for this town, combined with my business and legal background, motivate and enable me to work hard to protect and maintain the charm, safety, beauty and quality of life in Palm Beach.

I am an attorney with extensive experience dealing with all types of regulatory and business matters. I started my legal career as an employment attorney at a large defense contractor (Northrop Grumman). I retired from Fila, Inc, a global athletic footwear and apparel company, where I was Vice President, General Counsel and Secretary. I managed compliance concerning all types of Federal, State and local laws and regulations for both public and private global corporations. My experience includes: global mergers and acquisitions: building, renovating, acquiring and divesting of real estate assets; manufacturing of consumer and government products; employment issues, including worker safety; serving as a trustee on a corporate 401(k) retirement plan; training and working closely with armed State-commissioned security officers; and multiple other legal and regulatory matters. Prior to becoming an attorney, I worked for the Washington DC Internal Revenue Service. Every one of these positions required ensuring compliance with multiple levels of laws and regulations in all types of heavily regulated areas.

Addendum to #3

- **Achilles Gala Committee** (2016). Charity event at Mar-a-Largo for Achilles Freedom Team of disabled veterans. My attendance at meetings and work sessions was 100%.
- **Palm Beach Town Square Celebration Volunteer Committee** (2015 to 2016). My attendance was 100% upon joining the committee, and I worked the entire day of the dedication celebration.
- **Pride of Baltimore Board** (2010 to 2015). A historic tall ship which sailed the world promoting Baltimore City and the State of Maryland. My attendance was 100% of all Board meetings.
- **Maryland Heart Association Board** (2001 to 2003). My attendance was 100% of all Board meetings.
- **Hunt Valley Business Forum Board** (1994 to 1999). A business group dedicated to business and economic development in Hunt Valley, MD. My attendance was near 100%, with only prearranged absences.
- **Greater Baltimore Committee** (1989 to 1995). A non-profit business entity composed of area CEOs. I formed and served on the GBC Board of a non-profit job creation program in Baltimore City. I also served as chair of a GBC committee addressing Clean Air Act regulations and their effect on area businesses. My attendance was near 100%, with only prearranged absences.

Addendum to #5.

Prior to becoming an attorney I worked for the Washington DC Internal Revenue Service ensuring compliance with the tax code. As an attorney, I interfaced with building and zoning government entities pertaining to real estate assets being built, renovated, acquired or divested. I also trained and worked closely with security officers and executives on various matters, including the insertion of an undercover police officer into a workforce and the arrests that followed.

Addendum to #6.

I am also a member of: The Palm Beach Republican Club; the World Affairs Council; the Palm Beach Fellowship of Christians and Jews; the choir at St Edward's Church in Palm Beach; and the Palm Beach Flight Club.

Addendum to #8

- **IRIS Inc.** (2008 - 2010). Investor and officer of a start-up unmanned aerial systems (UAVs/drones) security and surveillance company. I was part of the management and investor group forming and building the company. I divested due to a disagreement concerning the future direction of the company.
- **Fila Inc.** (2000 - 2005). Vice President, General Counsel and Secretary of a global athletic footwear and apparel company. I retired to care for my husband before his death.
- **Prometric Inc.** (1999 - 2000). Vice President, General Counsel and Secretary of a highly profitable technology-based subsidiary of Sylvan Learning Systems. The company was sold to Thomson Financial via a generous purchase offer following a successful road show. I declined an offer to move.
- **The Procter & Gamble Company** (1990 - 1999). Associate General Counsel for Procter & Gamble Cosmetics, an approximately \$750 million dollar global P&G subsidiary headquartered in Maryland.
- **Frank, Bernstein, Conaway & Goldman** (1986 - 1990). Employment and labor attorney for one of the top five law firms in Baltimore, MD.
- **Westinghouse Electric Corporation, now Northrop Grumman** (1984 - 1986). In-house employment and labor attorney at defense contractor with 24,000 employee workforce in three states.
- **Washington DC Internal Revenue Service** (1974 - 1976, 1979 - 1980). Reviewed tax returns for compliance.

Addendum to #10.

- **J.D.** - 1984, University of Baltimore Law School, Baltimore, MD
- **M.B.A.** - 2000, Loyola College, Executive MBA Program, Baltimore, MD
- **B.A.** - 1982, University of Baltimore, Juris Prudence Program early admission to law school
- **Certificate in Aging** - 2005 - 2006, Johns Hopkins University Continuing Education Advanced Programs
- **Private Pilot Certification** - 2015, Private Instruction, North County Airport, Palm Beach County, FL

Addendum to #11.

I am a full time Palm Beach resident who absolutely loves the Town of Palm Beach. I believe in contributing to my town and fulfilling my civic duties. I have the energy, dedication, experience and skill set to serve on and contribute to the Code Enforcement Committee. My career and work experience show that I have successfully dealt with and managed compliance with laws, regulations and codes in heavily regulated industries, which required steady interface with government entities responsible for enforcement of such. I believe strongly that compliance with Town codes is a very important aspect of maintaining Palm Beach as the charming, clean, safe and orderly place in which I am so fortunate to live.



TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

CODE ENFORCEMENT BOARD

RECEIVED
JAN 30 AM 11:17 TOWN CLERK

RECEIVED

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 Code Enforcement Board must file an annual financial disclosure form per State law.)

Name: Steven Meltzer

Residence Address: 130 Sunrise Ave. PH3

Mailing Address: _____

Home Telephone: 561-628-6973

E-mail Address: smeltzer@msn.com Telephone: _____

I am a resident of the Town of Palm Beach SM (please initial)

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 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.

1. Why are you interested in serving on the Code Enforcement Board? (Please explain and attach additional pages if necessary)

It is time to give back by doing service

2. How many meetings of the Code Enforcement Board have you attended in the last year? 2

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.

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

5. Do you have any personal experience with the Code Enforcement Board in the Town of Palm Beach or other jurisdictions? (Please explain and attach additional pages if necessary)

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

- | | |
|--|--|
| ☐ Palm Beach Chamber of Commerce | ☐ Preservation Foundation of Palm Beach |
| ☒ Palm Beach Civic Association | ☐ North End Property Owners Association |
| ☐ Neighborhood Alliance of Palm Beach | ☐ Other _____ |
| ☐ Citizens' Association of Palm Beach | |

7. Present occupation. Retired No. of years. _____

Employer. _____

8. Past occupation(s). Textile Manufacturer No. of years. 37

Employer(s). Self

9. 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 | ☐ Building Construction |
| ☐ Landscape Architecture/Design | ☐ Municipal Planning |
| ☐ Law | ☐ Law Enforcement/Code Enforcement |

10. Please provide details regarding your educational background:

WCU, City of London College

11. Why do you feel that you are qualified to serve on the Town's Code Enforcement Board? (Attach additional page if necessary)

Because of my business background.

12. 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
Jean Meltzer	Wife	Same	Housewife	

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

14. 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 _____ if I am appointed to the position I am seeking in this application.
board/commission/committee

15. In the event you are applying to be a Regular Member of the Code Enforcement Board and you are not successful, will you accept appointment as an Alternate Member of the Board 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: _____

DATE: _____

Please attach proof of Town of Palm Beach residency (as listed on page 1) 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

APPLICATION FOR SERVICE ON

CODE ENFORCEMENT BOARD

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 Code Enforcement Board must file an annual financial disclosure form per State law.)

Name: Matthew NataleResidence Address: 233 Royal Poinciana Way #4 PB, FL 33480Mailing Address: sameHome Telephone: 561-909-7373E-mail Address: MatthewNatale1967@yahoo.com

Work Telephone: _____

I am a resident of the Town of Palm Beach MTN (please initial)

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 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.

1. Why are you interested in serving on the Code Enforcement Board? (Please explain and attach additional pages if necessary)

I am applying for a second term. The Code Enforcement Board's goal is to maintain a high quality of life through effective enforcement of Town ordinances. The cases can be complex and

emotional. It provides a necessary service to the community while being a challenge. Also, with two members retiring due to term limits, experience will be a valuable commodity

ALL

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

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 for a year as an Alternate Member of the CEB and served a full term as a regular member.

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 the Code Enforcement Board in the Town of Palm Beach or other jurisdictions? (Please explain and attach additional pages if necessary)

See Q #3

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

- | | |
|--|--|
| ☐ Palm Beach Chamber of Commerce | ☐ Preservation Foundation of Palm Beach |
| ☒ Palm Beach Civic Association | ☐ North End Property Owners Association |
| ☐ Neighborhood Alliance of Palm Beach | ☐ Other _____ |
| ☐ Citizens' Association of Palm Beach | |

7. Present occupation. Realtor No. of years. 4

Employer. Donohue Real Estate, 256 Worth Ave., #210, PB FL

8. Past occupation(s). Marketing No. of years. 13

Employer(s). Harbinger Communications

9. 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 | ☐ Building Construction |
| ☐ Landscape Architecture/Design | ☐ Municipal Planning |
| ☐ Law | ☐ Law Enforcement/Code Enforcement |

10. Please provide details regarding your educational background:

I am a graduate of Eugene Lang College of the New School University (New York City), BA.

11. Why do you feel that you are qualified to serve on the Town's Code Enforcement Board? (Attach additional page if necessary)

I have served on the CEB for four years and have gained understanding of the Code Enforcement process. I am actively participate in Board discussions and work to find cooperative solutions. The Board has had a good bit of turnover in the last few years, so my experience is a important asset.

12. 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
Philip Natale	Brother	233 Royal Poinciana Way #4	Retired	N/A

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

14. 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 _____ if I am appointed to the position I am seeking in this application.
board/commission/committee

15. In the event you are applying to be a Regular Member of the Code Enforcement Board and you are not successful, will you accept appointment as an Alternate Member of the Board 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: Matthew Natale Digitally signed by Matthew Natale
Date: 2018.03.30 08:00:19 -04'00'

DATE: 3/30/18

Please attach proof of Town of Palm Beach residency (as listed on page 1) 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.

Carolyn Derrico

From: matthew natale <matthewnatale1967@yahoo.com>
Sent: Friday, March 30, 2018 8:26 AM
To: Town Clerks Staff
Cc: Joan Dunn; Joan Dunn
Subject: Code Enforcement Board Application
Attachments: CEB.pdf; Natale ID.pdf

Hello:

Please find attached my application for the CEB. I look forward to addressing Council in April.

Thanks,
Matthew Natale
561-909-7373

Cheryl Kleen

From: Carolyn Derrico
Sent: Thursday, March 08, 2018 1:30 PM
To: Linda
Cc: Cheryl Kleen; Joan Dunn; Kathleen Dominguez
Subject: RE: Code Enforcement Board

Ms. Wartow,

Thank you for your interest in serving as a Regular Member to the Code Enforcement Board. We will attach your email notification to your original CEB application so that Town Council can consider your request at their April 10th meeting.

If you have any questions, please let us know.

Regards,

Carolyn Derrico

Office Assistant

Town of Palm Beach
Town Clerk's Office
360 S. County Road
Palm Beach, FL 33480
561-227-6340 (Direct)

From: Linda [mailto:lwartow@aol.com]
Sent: Thursday, March 08, 2018 12:54 PM
To: Town Clerks Staff <TownClerk@townofpalmbeach.com>
Cc: lwartow@aol.com
Subject: Re: Code Enforcement Board

March 8, 2018

I am an alternate member of the Code Enforcement Board and would like to attend the April 10th meeting of the Town Council to apply and be considered for a regular member position.

Thank you,

Linda Wartow

LINDA K. WARTOW

2295 South Ocean Blvd Unit 814

Palm Beach, FL 33480

FAX COVER LETTER

Date: 1/22/18

TO: Town Clerk

COMPANY: Town of Palm Beach

TELE# 561-838-5416

FAX 561-838-5417

From: Linda K. Wartow

Cell: 561-838-5400

Facsimile # 1-561-547-3311

+ Home

Message:

I am applying for alternate position
on Code Enforcement panel to be
heard before the Town Council on 2/12/18.

Thank you,

Linda Wartow

This transmission consists of cover sheet and _ page(s)



TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

CODE ENFORCEMENT BOARD

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 Code Enforcement Board must file an annual financial disclosure form per State law.)

Name: Linda K. Wartow Residence Address: same

Mailing Address: 2225 S. Ocean Blvd #214 Home Telephone: 561-547-324

E-mail Address: Lwartow@aol.com Work Telephone: 617-968-5400 (C)

I am a resident of the Town of Palm Beach LN (please initial)

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 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.

1. Why are you interested in serving on the Code Enforcement Board? (Please explain and attach additional pages if necessary)

I am proud to be living in palm beach & would like to be of service to the town. I've gotten so much from the town.

ie: police academy and palm beach govt classes. I want to give back. I believe the Board makes significant contribution.

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

one meeting, but reviewed online all 2017 meetings.

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.

① Recreation Advisory Commission, 2 yr. Never missed a meeting. ② Palm Beach YWCA Board of Directors, 4 yr. almost every meeting. ③ Board Harbor House in Palm Beach (Coastal Jamaican way, towers in 5-10 years, each place. Almost every meeting was attended by AMI, Arthur Marshall, YWCA for 5 years, served on Committee to raise funds. Recently Dreyfus School of the Arts comm.

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

None. I am a full time resident.

for upcoming March 20 Lunch.

5. Do you have any personal experience with the Code Enforcement Board in the Town of Palm Beach or other jurisdictions? (Please explain and attach additional pages if necessary)

None

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

- ☒ Palm Beach Chamber of Commerce
☐ Palm Beach Civic Association
☐ Neighborhood Alliance of Palm Beach
☒ Citizens' Association of Palm Beach
☐ Preservation Foundation of Palm Beach
☐ North End Property Owners Association
☐ Other _____

7. Present occupation. meeting planner (part-time) No. of years. 15

Employer. self-employed

8. Past occupation(s). Hotelier + Realtor - part time 1980-1985 No. of years. 25

Employer(s). park lodge management, Park Plaza, Knott Hotel, etc

9. 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
☐ Law
☐ Building Construction
☐ Municipal Planning
☐ Law Enforcement/Code Enforcement

10. Please provide details regarding your educational background:

B.S. in Sociology, Northwestern University

11. Why do you feel that you are qualified to serve on the Town's Code Enforcement Board? (Attach additional page if necessary)

I have lived here for 18 years and am very involved and concerned about what happens in Palm Beach. I want to be part of solutions to issues that impact the appearance and safety of our town. I feel my present + past business experience can be

12. 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. can be part of the efforts of the CEB

Family Member Name	Relationship	Address	Occupation	Employer
<u>None.</u>				

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

14. 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 _____ if I am appointed to the position I am seeking in this application.

board/commission/committee

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

☒ Yes ☐ No *I am applying for the alternate member appointment*

The following information is needed to facilitate Town reporting requirements in Florida Statute 760.00. 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: _____

Linda K. Wartow

DATE: _____

1/22/18

Please attach proof of Town of Palm Beach residency (as listed on page 1) 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: April 10, 2018

Section of Agenda

BOARD/COMMISSION APPOINTMENTS

Agenda Title

Appointments to the Recreation Advisory Commission.

Kirk W. Blouin, Town Manager

Presenter

ATTACHMENTS:

- ▣ **Memorandum dated April 2, 2018, from Kirk W. Blouin, Town Manager**
- ▣ **Ballots for appointment to the Recreation Advisory Commission**
- ▣ **Applications for Recreation Advisory Commission**

TOWN OF PALM BEACH

Information for Town Council Meeting on April 10, 2018

TO: Mayor and Town Council
FROM: Kirk Blouin, Town Manager
RE: Recreation Advisory Commission Appointments
DATE: April 2, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council appointment two regular members and one alternate member to the Recreation Advisory Commission.

GENERAL INFORMATION

Dr. G. Ellen Howe is currently serving as regular member with a term to expire April 2018, and she is eligible for and seeking reappointment as a regular member.

Alexandra Woodfield is currently serving as a regular member with a term to expire April 2018, and she is eligible for and seeking reappointment as a regular member.

John Hartz is currently serving as an alternate member with a term to expire April 2018, and he is eligible for and seeking promotion to be a regular member.

Joan Parker Coenen is a new applicant seeking appointment to the Recreation Advisory Commission and she is eligible for appointment.

All applicants have submitted proof of voter registration in the Town of Palm Beach.

Attachments

KWB:cek

cc: Beth Zicker, Director of Recreation

**BALLOT FOR APPOINTMENT OF MEMBER(S)
TO THE RECREATION ADVISORY COMMISSION
Town Council Meeting on APRIL 10, 2018**

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

Please circle 2 names from the list of names appearing below.

Regular Members Applying for Reappointment:

Dr. G. Ellen Howe *

Alexandra Woodfield

Alternate Members Applying for Promotion to Regular Member:

John Hartz *

Others Who Have Submitted An Application for Regular Member:

Joan Parker Coenen *

*Indicates that applicant **will** accept an alternate position if they are not appointed as a regular member.

Signature of Town Council Member:

Town Council Member



TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

RECREATION ADVISORY COMMISSION

Please complete the 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 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 that applicant has reviewed 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.

Name: JOAN PARKER COENEN Residence Address: 400 South Ocean Blvd
Palm Beach FL 33480
 Mailing Address: 400 South Ocean Blvd Home Telephone: 917 669 6649
Palm Beach 33480
 E-mail Address: jparker2@net3ero.net Work Telephone: X

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

Appointment to the Recreation Advisory Commission 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. (JD)

1. Why do you wish to be appointed as a member of the Recreation Advisory Commission? (Please use additional pages if necessary).

I would like to help support the existing programs
and have a voice in future planning for the benefit
of Palm Beach residents. Particular interest in the Tennis committee

2. Please identify how many meetings of the Recreation Advisory Commission you have attended in the past two (2) years.

☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

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.

Hall of Fame Committee for National Croquet Center 2016-2017

Board of Directors for 18 years for Fortune 500 company

Volunteering
Worldwide

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

In the summers from June to September

5. Please describe your current and past involvement/participation in Town recreation programs and/or facilities.

On The Seaview Division 7 Tennis Team 2016-17
2 years attending French classes

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

- ☐ Palm Beach Chamber of Commerce
☒ Palm Beach Civic Association
☐ Citizens' Association of Palm Beach

- ☐ Preservation Foundation of Palm Beach
☐ North End Property Owners Association
☐ Other _____

7. Present occupation. Marketing consultant No. of years. _____

Employer. Self employed

8. Past occupation(s). J. Walter Thompson adv. agency in NYC. Senior VP No. of years. Combined 30 years
N.W. Agee adv. agency Senior VP Total

9. Please provide details regarding your educational background:

Attended & graduated Abraham Eches School in Palm Beach Grades 10-12
Graduated Hood College Frederick Maryland
Graduated TOTE-Colum School for Fashion Careers

10. 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
	<u>None</u>			

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

12. 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 _____ if I am appointed to the position I am seeking in this application.
board/commission/committee

13. In the event you are applying to be a Regular Member of the Recreation Advisory Commission and you are not successful, will you accept appointment as an Alternate Member of the Commission 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: _____

Joan Parker Corner

DATE: March 22, 2018

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.

RECREATION ADVISORY COMMISSION

The Recreation Advisory Commission consists of seven members serving three year terms, appointed by the Town Council. Members of the Commission shall possess a knowledge or interest in Town recreation programs and facilities. Each member of the Recreation Advisory Commission is required to be a registered voter in the Town. The Commission acts in an advisory capacity and shall make recommendations to the Town Council on matters relating to Town recreation programs and facilities. Preference is given to candidates who are enrolled or have their children enrolled in a Recreation Department program or are a regular participant or volunteer at a Town Recreation Department facility. Three alternate members may be appointed by the Town Council who shall serve when called upon by the Chair in the absence of any regular member.

The Recreation Advisory Commission meets six times per year on the first Wednesday in the months of January, March, May, September, and November. Meetings begin at 9:00 a.m. and are held in the Town Council Chambers located on the second floor of Town Hall at 360 South County Road, Palm Beach, Florida.



TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

RECREATION ADVISORY COMMISSION

Please complete the 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 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 that applicant has reviewed 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.

Name: John C. Hartz Jr (Toby) Residence Address: 434 Chilean Ave 4d

Mailing Address: 434 Chilean Ave 4d Home Telephone: 561.805.9801

E-mail Address: JHARTZJR@AOL.COM Work Telephone: 917.972.5116

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

Appointment to the Recreation Advisory Commission 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. JKD

1. Why do you wish to be appointed as a member of the Recreation Advisory Commission? (Please use additional pages if necessary).

As an Alternate member for 3 years, I am seeking to become a regular voting member. If not chosen, wish to remain an Alternate

2. Please identify how many meetings of the Recreation Advisory Commission you have attended in the past two (2) years.

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 +

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.

currently an Alternate on the Rec. Advisory commission for 3 years

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

Available year round

5. Please describe your current and past involvement/participation in Town recreation programs and/or facilities.

Play tennis at Rec, Golf at Par 3, formerly kept a boat on Brazilian Docks

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

- ☐ Palm Beach Chamber of Commerce
☐ Palm Beach Civic Association
☐ Citizens' Association of Palm Beach

- ☐ Preservation Foundation of Palm Beach
☐ North End Property Owners Association
☐ Other APHA

7. Present occupation. Real Estate Investor

No. of years. 12 years

Employer. Self.

8. Past occupation(s). Lehman Brothers

No. of years. 5 years

Employer(s). Equity Sales

9. Please provide details regarding your educational background:

Roanoke College BA Political Science
Graduated 1992

10. 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
Lindsay	Wife	434 Ch. Loran	MGR	Peter Millar

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

12. 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.

☒ will resign from the Rec Commission board/commission/committee I am appointed to the position I am seeking in this application.

13. In the event you are applying to be a Regular Member of the Recreation Advisory Commission and you are not successful, will you accept appointment as an Alternate Member of the Commission 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: _____

DATE: _____

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.

RECREATION ADVISORY COMMISSION

The Recreation Advisory Commission consists of seven members serving three year terms, appointed by the Town Council. Members of the Commission shall possess a knowledge or interest in Town recreation programs and facilities. Each member of the Recreation Advisory Commission is required to be a registered voter in the Town. The Commission acts in an advisory capacity and shall make recommendations to the Town Council on matters relating to Town recreation programs and facilities. Preference is given to candidates who are enrolled or have their children enrolled in a Recreation Department program or are a regular participant or volunteer at a Town Recreation Department facility. Three alternate members may be appointed by the Town Council who shall serve when called upon by the Chair in the absence of any regular member.

The Recreation Advisory Commission meets six times per year on the first Wednesday in the months of January, March, May, September, and November. Meetings begin at 9:00 a.m. and are held in the Town Council Chambers located on the second floor of Town Hall at 360 South County Road, Palm Beach, Florida.



TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

2018 MAR 20 PM3:31 TOWN CLERK

RECREATION ADVISORY COMMISSION

RECEIVED

Please complete the 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 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 that applicant has reviewed 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.

Name: Dr. G. Ellen Howe Residence Address: 2295 So. Ocean Blvd PH-20

Mailing Address: Same Home Telephone: 561-585-2342

E-mail Address: dr.gellenhowe@yahoo.com Cell Telephone: 561-281-6554
Work

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

Appointment to the Recreation Advisory Commission 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. JHD

1. Why do you wish to be appointed as a member of the Recreation Advisory Commission? (Please use additional pages if necessary).

Since 2010 I have been a member of RAC both alternate and regular. Working on the Golf Course + Restaurant project was exciting and satisfying. I wish to continue with Rec. Bldg + Docks. I read and study all information provided by Beth + others.

2. Please identify how many meetings of the Recreation Advisory Commission you have attended in the past two (2) years.

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 ⁺

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.

Only attended meetings as a Citizen.

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

Being President of my homeowners association on Martha's Vineyard may prevent my attendance in September. I will listen to the recording of the meeting if I cannot attend.

5. Please describe your current and past involvement/participation in Town recreation programs and/or facilities.

Pass holder at Phipps Tennis and now Pickelball at Seaview
My grandchildren enjoy my taking them to the playground + events.

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

- ☐ Palm Beach Chamber of Commerce
☐ Palm Beach Civic Association
☒ Citizens' Association of Palm Beach

- ☐ Preservation Foundation of Palm Beach
☐ North End Property Owners Association
☐ Other _____

7. Present occupation. Retired No. of years. 12

Employer. _____

8. Past occupation(s). Broward County Schools No. of years. 30

Employer(s). Teacher

9. Please provide details regarding your educational background:

Barry College (now University) B.S. Elem. Ed. 1974
M.S. Reading Ph.D. Guidance and Counseling 1996
1976

10. 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
<u>None</u>				

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

12. 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.

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

13. In the event you are applying to be a Regular Member of the Recreation Advisory Commission and you are not successful, will you accept appointment as an Alternate Member of the Commission 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: _____

Ms. G. Ellen Howe

DATE: _____

3-16-2018

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.

RECREATION ADVISORY COMMISSION

The Recreation Advisory Commission consists of seven members serving three year terms, appointed by the Town Council. Members of the Commission shall possess a knowledge or interest in Town recreation programs and facilities. Each member of the Recreation Advisory Commission is required to be a registered voter in the Town. The Commission acts in an advisory capacity and shall make recommendations to the Town Council on matters relating to Town recreation programs and facilities. Preference is given to candidates who are enrolled or have their children enrolled in a Recreation Department program or are a regular participant or volunteer at a Town Recreation Department facility. Three alternate members may be appointed by the Town Council who shall serve when called upon by the Chair in the absence of any regular member.

The Recreation Advisory Commission meets six times per year on the first Wednesday in the months of January, March, May, September, and November. Meetings begin at 9:00 a.m. and are held in the Town Council Chambers located on the second floor of Town Hall at 360 South County Road, Palm Beach, Florida.



RECEIVED

2018 MAR 26 PM 1:22 TOWN CLERK

TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

RECREATION ADVISORY COMMISSION

Please complete the 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 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 that applicant has reviewed 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.

Name: Alexandra Woodfield Residence Address: 150 Seaspray AveMailing Address: same as residence Home Telephone: 561-659-0757E-mail Address: awoodfield@gunster.com Work Telephone: 561-650-0771I am a registered voter of the Town of Palm Beach AW (please initial)

Appointment to the Recreation Advisory Commission 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. ko

1. Why do you wish to be appointed as a member of the Recreation Advisory Commission? (Please use additional pages if necessary).

SEE ATTACHED

2. Please identify how many meetings of the Recreation Advisory Commission you have attended in the past two (2) years.

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5

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.

Currently serving on Recreation Advisory Commission

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

None

5. Please describe your current and past involvement/participation in Town recreation programs and/or facilities.
My children participated in sports and camp programs at teh Recreation Center. I played tennis on one of the Seaview tennis teams in the past.

I would utilize the fitness center if one was built.

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

- | | |
|--|--|
| ☐ Palm Beach Chamber of Commerce | ☐ Preservation Foundation of Palm Beach |
| ☐ Palm Beach Civic Association | ☐ North End Property Owners Association |
| ☐ Citizens' Association of Palm Beach | ☒ Other <u>Garden Club of Palm Beach</u> |

7. Present occupation. Attorney No. of years. 37

Employer. Gunster

8. Past occupation(s). _____ No. of years. _____

Employer(s). _____

9. Please provide details regarding your educational background:

Manhattanville College, BA

Fordham Law School, JD

10. 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
Gary Woodfield	spouse	150 Seaspray Ave	Attorney	Haile Shaw

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

12. 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 _____ if I am appointed to the position I am seeking in this application.
board/commission/committee

13. In the event you are applying to be a Regular Member of the Recreation Advisory Commission and you are not successful, will you accept appointment as an Alternate Member of the Commission 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: Alexandra Woodfield

DATE: March 26, 2018

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.

RECREATION ADVISORY COMMISSION

The Recreation Advisory Commission consists of seven members serving three year terms, appointed by the Town Council. Members of the Commission shall possess a knowledge or interest in Town recreation programs and facilities. Each member of the Recreation Advisory Commission is required to be a registered voter in the Town. The Commission acts in an advisory capacity and shall make recommendations to the Town Council on matters relating to Town recreation programs and facilities. Preference is given to candidates who are enrolled or have their children enrolled in a Recreation Department program or are a regular participant or volunteer at a Town Recreation Department facility. Three alternate members may be appointed by the Town Council who shall serve when called upon by the Chair in the absence of any regular member.

The Recreation Advisory Commission meets six times per year on the first Wednesday in the months of January, March, May, September, and November. Meetings begin at 9:00 a.m. and are held in the Town Council Chambers located on the second floor of Town Hall at 360 South County Road, Palm Beach, Florida.

ATTACHMENT TO APPLICATION FOR SERVICE ON
RECREATION ADVISORY COMMISSION
By ALEXANDRA WOODFIELD

1. I was appointed to serve as an alternate member of the Recreation Advisory Commission in 2013 and became a full voting member in 2015. During that time, I attended all but one meeting. I have enjoyed serving on the Commission and learning about the workings of all facets of the recreation department. I have been involved with the recreation center/Seaview Park update project since the beginning and would like to continue to serve on the Commission to see the project to its fruition.

As a resident of the Palm Beach for almost 31 years, I feel strongly about giving back to the Town by volunteering my time on a Commission. I believe that I can best do that by continuing to serve as a member of the Recreation Advisory Commission.

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

BOARD/COMMISSION APPOINTMENTS

Agenda Title

Appointments to the Retirement Board of Trustees.

Kirk W. Blouin, Town Manager

Presenter

ATTACHMENTS:

- ▣ **Memorandum dated April 2, 2018, from Kirk W. Blouin, Town Manager**
- ▣ **Ballot for Appointment to Retirement Board of Trustees**
- ▣ **Applications for Retirement Board of Trustees**

TOWN OF PALM BEACH

Information for Town Council Meeting on April 10, 2018

TO: Mayor and Town Council
FROM: Kirk Blouin, Town Manager
RE: Retirement Board of Trustees Appointment
DATE: April 2, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council appointment one resident member to the Retirement Board of Trustees.

GENERAL INFORMATION

Daniel Stanton is currently serving as a resident member with a term to expire April 1, 2018, and he is eligible for and seeking reappointment as a resident member.

Herbert Roemmele is a new applicant seeking appointment as a resident member. Mr. Roemmele is eligible for appointment as a resident member.

Both applicants have submitted proof of voter registration in the Town of Palm Beach.

Attachment

KWB:cek

cc: William Hanes, Pension Administrator

**BALLOT FOR APPOINTMENT OF MEMBER(S)
TO THE RETIREMENT BOARD OF TRUSTEES
Town Council Meeting on APRIL 10, 2018**

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

Please circle **1** name from the list of names appearing below.

Resident Member Applying for Reappointment:

Daniel Stanton

Others Who Have Submitted An Application for Appointment as a Resident Member:

Herbert Roemmele

Signature of Town Council Member:

Town Council Member



TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

RETIREMENT BOARD OF TRUSTEES

Please complete the 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 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 that applicant has reviewed 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 Retirement Board of Trustees must file an annual financial disclosure form per Florida State law).

Name: Herbert A. Rocamonte Residence Address: 300 So. Ocean Blvd. - 2D
300 So. Ocean Blvd. - 2D Palm Beach, FL 33400
Mailing Address: Palm Beach FL 33400 Home Telephone: 561-612-7525
E-mail Address: _____ Cell Work Telephone: 732-796-3013

I am a resident of the Town of Palm Beach Herb (please initial)

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 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. ✓ HR

1. Why do you wish to be appointed as a member of the Retirement Board of Trustees? (Please use additional pages if necessary.)

I feel qualified to serve on the Retirement
Board of Trustees, have the time, and desire
to serve the Palm Beach community.

2. Please identify how many meetings of the a Town Retirement Board you have attended in the past two (2) years.

☒ 0

☐ 1

☐ 2

☐ 3

☐ 4+

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 8 years - Chairman of the Board of the University of Medicine +
Dentistry of New Jersey - 11,000 Employees, 5,000 Students, \$1 Billion Budget, 540 bed
University Hospital, 45 member Police Force, Newark NJ + Camden NJ Ambulance
Services, Robert Wood Johnson Med. School, NJ Dental School, 29 Med School etc.

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

Fully Retired. No other homes. Always available

5. Please indicate if you are a member of any of the organizations listed below. (Check all that apply)

- ☐ Palm Beach Chamber of Commerce
☒ Palm Beach Civic Association
☐ Citizens' Association of Palm Beach

- ☐ Preservation Foundation of Palm Beach
☐ North End Property Owners Association
☒ Other *Beach Club*
Club Collette
VP of Palm Beach Round Table
Member of 300 So Ocean Bd of Directors
Finance Comm. Hse Bethesda Church

6. Present occupation: Retired

No. of years: _____

Employer: _____

7. Past occupation(s): Stock Broker - Wells Fargo

No. of years: 53 yrs

Employer(s): Monck Lynch - 5 yrs.

2nd Lt - US Army - Finance Corp

8. Please provide details regarding your educational background:

Graduated Lehigh University - Bethlehem PA. - President of
Junior Class, President of Sigma Nu Fraternity, Phi Beta Kappa,
Numerous other Greek Awards. Active currently in Alumni
Activities & giving.

9. 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
<u>No Conflicts</u>				
<u>Wife Joann</u>	<u>Wife</u>	<u>SAME as mine</u>	<u>Retired Attorney</u>	
<u>No other Relatives in Florida</u>				
<u>Sister in</u>	<u>Lehigh PA</u>	<u>& That's it.</u>		

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

11. 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 PA if I am appointed to the position I am seeking in this application.

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

RACE

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

GENDER

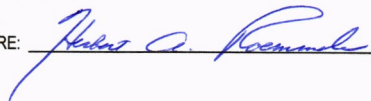
- ☒ Male ☐ Female

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: _____



DATE: _____

3/9/18

Please attach proof of Town of Palm Beach residency (as listed on page 1) with this application.

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

RETIREMENT BOARD OF TRUSTEES

The Retirement Board of Trustees consists of nine members as follows:

One employee who is a member of benefit group general or benefit group lifeguard.

One employee who is a member of benefit group firefighter.

One employee who is a member of benefit group police officer.

Five residents of the Town

The Town Manager

The Retirement Board of Trustees acts in a fiduciary capacity for the Town's retirement funds and in an advisory capacity to the Town Council on matters relating to the administration of the Town's various retirement plans. Trustees other than the Town Manager or Acting Town Manager shall serve three-year terms, and may succeed themselves in office. The Retirement Board of Trustees will meet at least quarterly and on occasion, specially called meetings.



TOWN OF PALM BEACH

RECEIVED

APPLICATION FOR SERVICE ON

RETIREMENT BOARD OF TRUSTEES

2018 FEB 14 AM 10:37 TOWN CLERK

Please complete the 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 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 that applicant has reviewed 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 Retirement Board of Trustees must file an annual financial disclosure form per Florida State law).

Name: Daniel W. Stanton Residence Address: 1100 North Lake Way

Mailing Address: Same Home Telephone: 561-214-5202

E-mail Address: danielstanton@mac.com Work Telephone: N/A

I am a resident of the Town of Palm Beach DWS (please initial)

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 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.

1. Why do you wish to be appointed as a member of the Retirement Board of Trustees? (Please use additional pages if necessary.)

~~I am currently the Chairman of the Palm Beach Retirement Board~~

I am currently the Chairman of the Palm Beach Retirement Board

~~I am currently the Chairman of the Palm Beach Retirement Board~~

2. Please identify how many meetings of the a Town Retirement Board you have attended in the past two (2) years.

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☒ 4+

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.

I am currently the Chairman of the Palm Beach Retirement Board - HAVE BEEN ON THAT BOARD FOR 3 YEARS

~~I am currently the Chairman of the Palm Beach Retirement Board~~

~~I am currently the Chairman of the Palm Beach Retirement Board~~

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

~~I am currently the Chairman of the Palm Beach Retirement Board~~

~~I am currently the Chairman of the Palm Beach Retirement Board~~

~~I am currently the Chairman of the Palm Beach Retirement Board~~

Retirement Board of Trustees

Revised 06/01/2017

1 of 3

5. Please indicate if you are a member of any of the organizations listed below. (Check all that apply)

- ☐ Palm Beach Chamber of Commerce
☒ Palm Beach Civic Association
☐ Citizens' Association of Palm Beach

- ☐ Preservation Foundation of Palm Beach
☐ North End Property Owners Association
☐ Other _____

6. Present occupation: Retired No. of years. 15
Employer: _____

7. Past occupation(s): Investment Banking No. of years. 23
Employer(s): Goldman, Sachs & Co.

8. Please provide details regarding your educational background:

B.S. - CANISIUS College - 1979
MBA - COLUMBIA UNIVERSITY Graduate School of Business - 1981

9. 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
Mary	Wife	Same	N/A	
Daniel II	Son	214 Chilean Ave	Finance	Wealth Partners Capital Group

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

11. 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 _____ if I am appointed to the position I am seeking in this application.

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

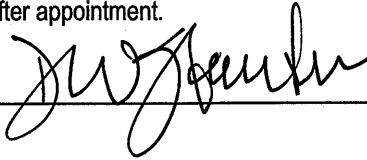
- ☒ Male ☐ Female

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: _____



DATE: _____

2/5/18

Please attach proof of Town of Palm Beach residency (as listed on page 1) with this application.

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

RETIREMENT BOARD OF TRUSTEES

The Retirement Board of Trustees consists of nine members as follows:

One employee who is a member of benefit group general or benefit group lifeguard.

One employee who is a member of benefit group firefighter.

One employee who is a member of benefit group police officer.

Five residents of the Town

The Town Manager

The Retirement Board of Trustees acts in a fiduciary capacity for the Town's retirement funds and in an advisory capacity to the Town Council on matters relating to the administration of the Town's various retirement plans. Trustees other than the Town Manager or Acting Town Manager shall serve three-year terms, and may succeed themselves in office. The Retirement Board of Trustees will meet at least quarterly and on occasion, specially called meetings.

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda Minutes

Agenda Title TOWN COUNCIL MEETING MINUTES *Kathleen Dominguez, Town Clerk*

- a. March 20, 2018, Town Council Meeting Minutes
- b. March 21, 2018, Development Review Town Council Meeting Minutes
Deferred to the May 8, 2018, Town Council Meeting

Presenter

ATTACHMENTS:

No Attachments Available

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Minutes

Agenda Title

Approval of major matters considered by the Architectural Commission at its meeting of March 28, 2018.

Presenter

Paul Castro, Acting Director of Planning, Zoning and Building

ATTACHMENTS:

- ▣ **Memorandum Dated March 30, 2018 from Paul Castro, Acting Director of Planning, Zoning and Building**
- ▣ **Minutes of the Architectural Commission Meeting of March 28, 2018**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Paul Castro, Acting Director of Planning, Zoning & Building

Re: Approval of the Architectural Commission Meeting Minutes of March 28, 2018

Date: March 30, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council approve the major items that were approved by ARCOM at the regularly scheduled meeting of March 28, 2018.

BOARD OR COMMISSION RECOMMENDATION

The Architectural Commission recommends that the Town Council approve the major items that were considered at the regularly scheduled meeting of March 28, 2018.

GENERAL INFORMATION

These minutes are submitted to the Town Council for approval pursuant to Chapter 18-177 of the Town of Palm Beach Code of Ordinances.

Attachment

PC:kmc



TOWN OF PALM BEACH

PLANNING, ZONING AND BUILDING DEPARTMENT

MINUTES OF THE REGULAR ARCHITECTURAL COMMISSION MEETING HELD ON WEDNESDAY, MARCH 28, 2018

Please be advised that in keeping with a recent directive from the Town Council, the minutes of all Town Boards and Commissions will be "abbreviated" in style. Persons interested in listening to the meeting, after the fact, may access the audio of that item via the Town's website at www.townofpalmbeach.com.

I. CALL TO ORDER

Mr. Garrison called the meeting to order at 9:02 a.m.

II. ROLL CALL

Robert N. Garrison, Member	PRESENT
Alexander C. Ives, Member	PRESENT
Michael B. Small, Member	PRESENT
Maisie Grace, Member	PRESENT
Robert J. Vila, Member	PRESENT
John David Corey, Member	PRESENT
Nikita Zukov, Member	ABSENT (excused)
Betsy Shiverick, Alternate Member	PRESENT
Katherine Catlin, Alternate Member	PRESENT
Dan Floersheimer, Alternate Member	PRESENT

Staff Members present were:

John Lindgren, Planning Administrator

Paul Castro, Acting Director of Planning, Zoning and Building

Kelly Churney, Secretary to the Architectural Review Commission

John Randolph, Town Attorney

Ms. Churney noted that Ms. Shiverick would be voting in the absence of Mr. Zukov.

III. ELECTION OF OFFICERS

Mr. Lindgren opened the floor for nominations for Chairman. Mr. Corey nominated Mr. Small for Chairman and Ms. Grace seconded the nomination. Mr. Garrison nominated Mr. Vila for Chairman and Mr. Ives seconded the nomination. **After a ballot vote, Mr. Vila was elected as Chairman.**

Chairman Vila opened the floor for nominations for Vice Chairman. Ms. Grace nominated Mr. Small as Vice Chairman and Mr. Corey seconded the nomination. Ms. Shiverick nominated Mr. Ives as Vice Chairman and Mr. Garrison seconded the nomination. **After a ballot vote, Mr. Small was elected as Vice Chairman.**

IV. **PLEDGE OF ALLEGIANCE**

Chairman Vila led the Pledge of Allegiance.

V. **APPROVAL OF THE MINUTES FROM THE FEBRUARY 28, 2018 MEETING**

Motion made by Mr. Garrison and seconded by Mr. Ives to approve the minutes from the February 28, 2018 meeting. Motion carried with all in favor.

VI. **APPROVAL OF THE AGENDA**

Mr. Lindgren requested to amend the agenda with the deferral of the following projects to the April 25, 2018 meeting: B-070-2017, 225 Tangier Ave., B-012-2018, 313 ½ Worth Ave. and B-024-2018, 561 Island Dr. Mr. Lindgren also asked to move project A-008-2018, 901 N. Ocean Blvd to be heard immediately before the project B-030-2018, 905 N. Ocean Blvd.

Motion made by Mr. Small and seconded by Mr. Ives to approve the agenda as amended. Motion carried with all in favor.

VII. **ADMINISTRATION OF THE OATH TO PERSONS WHO WISH TO TESTIFY**

Ms. Churney administered the oath at this time and throughout the meeting as necessary.

VIII. **COMMUNICATIONS FROM CITIZENS REGARDING NON-AGENDA ITEMS (3 MINUTE LIMIT PLEASE)**

There were no comments heard at this time.

IX. **PROJECT REVIEW**

DEMOLITIONS AND TIME EXTENSIONS

B-011-2018 Demolition

Address: 220 Jungle Rd.

Applicant: Barnacle PB LLC

Architect: Michael J. Johnson

Project Description: Demolition of existing two-story residence.

At the February meeting, a motion carried to defer the project for one month to the March 28, 2018 meeting to allow the architect to bring a complete landscape plan.

Call for disclosure of ex parte communication: Disclosure of several members.

Keith Williams, Nievera Williams Design, presented the landscape demolition plan for the property. He also indicated that he spoke to the neighbors to the west regarding the landscape that may affect them.

Motion made by Mr. Small and seconded by Mr. Ives to approve the demolition as requested with the caveats to remove all exotic and invasive plant species and to sod and irrigate the property within 30 days. Motion carried with all in favor.

[B-025-2018 Demolition](#)

Address: 165 Seaspray Ave.

Applicant: Oliver H. Quinn

Architect: Daniel Kahan/Smith and Moore Architects

Landscape Architect: Keith Williams, Nievera Williams Design

Project Description: Demolition of the existing two-story residence, pool, and all existing hardscape.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Kahan presented the plans for the proposed demolition of the existing residence.

Mr. Williams presented the proposed demolition plan for the landscape and hardscape.

Mr. Corey stated he was thankful that the Ficus tree that would remain.

Mr. Vila asked if the new home would keep the same setbacks as the existing home.

Mr. Kahan stated they planned to keep similar setbacks for the new home they are designing.

Mr. Vila asked about future off-street parking after the new construction.

Mr. Kahan responded with his plans for off-street parking. Mr. Vila inquired whether there would be a homage to the existing home in new design. Mr. Kahan stated the new design would be appropriate for the area.

Motion made by Mr. Small and seconded by Mr. Ives to approve the demolition as requested with the caveats to remove all exotic and invasive plant species and to sod and irrigate the property within 30 days. Motion carried with all in favor.

[B-026-2018 Demolition](#)

Address: 1800 S. Ocean Blvd.

Applicant: Hilda Santana and The Northern Trust Company

Architect: Keith Williams/Nievera Williams Design

Project Description: Demolition of residence, accessory structures, hardscape elements and landscape.

Call for disclosure of ex parte communication: Disclosure of several members.

Maura Ziska, attorney for the applicant, presented the demolition report and requested approval for the demolition of the existing residence and accessory structures.

Mr. Williams presented the demolition plan for the landscape and hardscape.

Mr. Ives asked if any hardscape items would be saved. Mr. Williams responded that they would not be saving any structures.

Mr. Ives asked Mr. Randolph if a home could be re-landmarked if it had been de-designated in the past. Mr. Randolph stated that unless dramatic changes had been made, administrative res judicata would apply.

Mr. Corey appreciated the landscape demolition plan presented.

Mr. Small expressed his unhappiness regarding the demolition and was sorry to see the existing home demolished.

Mr. Vila asked the attorney for the interior photographs of the residence. Ms. Ziska stated that the photographs were submitted with the record file.

Ms. Grace asked if the photos should have been included in the mini-sets. Mr. Lindgren told the Commission that the mini-sets should have included the photos.

Motion made by Ms. Shiverick and seconded by Mr. Corey to approve the demolition request as presented with the caveats to remove all exotic and invasive plant species and to sod and irrigate the property within 30 days. Motion carried 4-3 with Messrs. Ives, Small and Ms. Grace opposed.

Many Commissioners expressed frustration in the fact that they could not stop the demolition of homes worthy of restoration.

[B-028-2018 Demolition](#)

Address: 341 Eden Rd.

Applicant: Michael Belisle & Linda Gary

Architect: Pat Segraves/SKA Architect + Planner

Project Description: Demolition of existing one story house.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Segraves presented the proposed demolition plan for the existing residence.

Steve West, Parker Yannette Design Group Inc., presented the demolition plan for the landscape and hardscape.

Mr. Garrison asked how the neighbors would be protected during demolition. Mr. Segraves stated he would add a 10-foot silt fence on both sides of the property.

Mr. Vila stated that the wall on the west side of the property is in danger of collapsing. Mr. Segraves stated that the wall belongs to the adjacent neighbor.

Mr. Vila asked about intentions for the Royal Palm tree on the front of the property. Mr. West responded that they would need to remove the tree due to its proximity to adjacent trees that would be removed.

Mr. Floersheimer asked what would be replacing the home. Mr. Segraves indicated that they are currently designing the new home and would be bringing it to the Commission in the future.

Motion made by Mr. Corey and seconded by Mr. Small to approve the demolition request as presented with the caveats to remove all exotic and invasive plant species and to sod and irrigate the property within 30 days. Motion carried with all in favor. Motion carried with all in favor.

B. **MAJOR PROJECTS-OLD BUSINESS**

B-054-2017 New Construction

Address: 446 N. Lake Way

Applicant: Stephen A. Levin

Architect: Benjamin Schreier/Affiniti Architects

Landscape Architect: Joe Peterson/Peterson Design Professionals

Project Description: New contemporary two story home and one story accessory garage totaling 13,093 gross s.f. and associated landscaping, hardscape and swimming pool.

A motion carried at the June meeting to defer the project to the August 2017 meeting for a major restudy. A motion carried at the August meeting to defer the project for one month to the September 2017 meeting. A motion carried at the September meeting to defer the project for two months to the November 2017 meeting. A motion carried at the November meeting to defer the project for major restudy to the January 2018 meeting. A motion carried at the January meeting to defer the project to the February 2018 meeting for a restudy based on the comments from the Commissioners. A motion carried at the February meeting to defer the project to the March 28, 2018 meeting for restudy.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Ménard presented the proposed architectural modifications for the new residence.

Mr. Floersheimer asked about the elevations of the neighboring homes. Mr. Ménard responded. Mr. Floersheimer asked if the sill on the east side continued to the recessed portion of the home. Mr. Ménard confirmed it would continue.

Ms. Grace stated she preferred the round arches rather than the proposed squared arches. She also thought the home was too massive for the lot. She asked about the height of the top of the roof. Mr. Ménard responded.

Mr. Ives thought the house had lost its character and identity. He questioned the squared arches, the banding, the faux French Doors on the second floor on the east facade, front balcony, front door presence and overall style of the home.

Mr. Corey questioned the fenestration on the north façade, the elevation of the adjacent home and made a suggestion for the garage. Mr. Menard responded. Mr. Corey suggested opening up the breezeway between the home and the garage.

Ms. Catlin thought the home has gotten better but still needed work. She asked the architect if it made sense to put the design aside and start fresh with a new design. Mr. Ménard responded and explained why this suggestion would not work.

Mr. Randolph urged the Commission to allow the architect to show the video of the proposed home. Mr. Ménard presented the video of the proposed home.

Mr. Garrison thought the east elevation had character, which he believed the other elevations, specifically the north elevation, did not. He thought the rear loggia did not fit into the design of the home.

Ms. Shiverick was in favor of the east elevation. She also was in favor of the square arches but thought they were too wide. She agreed with Mr. Ives that a three-car garage would improve the design but understood the need of the owner. She asked if the stain on the front gate would match the stain on the garage. Mr. Ménard confirmed it would match and commented on the design.

Mr. Corey talked about the positive design features but asked if the architect could address the large openings on the loggias, the size of the pool loggia, garage design, north façade fenestration and an overall reduction in the fenestration.

Mr. Vila complimented the architect on the changes in the design.

James Green, attorney for the applicant, stated that the design team had tried to address all of the comments from the Commission and advocated for an approval.

Mr. Randolph stated that this project had been deferred 8 months and urged the Commission to make a motion based upon the criteria in the Code.

Mr. Ives stated he did not want to set a precedence to approve a project only because it was deferred many times and still did not meet their standards.

Ms. Grace stated she did not feel the proposed home was charming, was in good taste or contributed to the neighborhood.

Mr. Small recommended approving the home with conditions. A discussion ensued on whether Commission should offer an approval with conditions.

Mr. Randolph stated that the owner is entitled to a decision and they could appeal a deferral.

Mr. Vila stated that the north and south elevation would not be seen. He added that he believed the North Lake Way façade was good.

Mr. Corey offered a suggestion of a deferral with suggestions to come back with a possibility of an approval.

Ms. Catlin wanted to add that she was in favor of the project but felt it was just not quite there yet.

Mr. Green asked if the Commission would approve the project with the caveat that the architect restudy the west elevation.

Ms. Grace asked Mr. Randolph if the Commission should consider all of the elevations. Mr. Randolph stated that they should look at all sides.

Motion by Mr. Small and seconded by Mr. Garrison to approve the architecture subject to a restudy of the west elevation, which would return to the Commission for approval.

Mr. Peterson presented the proposed landscape and hardscape plans for the new residence.

Mr. Vila thanked the architect for the proposed Buttonwood trees. He liked the landscape choices.

Mr. Randolph cautioned the Commission of the risk of an approval motion that contained a caveat to restudy an item.

Mr. Green stated they would waive an estoppel argument in respect to a restudy.

Mr. Lindgren stated that the Commission has made a similar motion in the past.

Mr. Vila thought the flat arch was too wide and suggested that the corbels or brackets were too skinny.

Motion amended by Mr. Small and seconded by Mr. Garrison to approve the architecture subject to a restudy of the west elevation, which would return to the Commission for approval, to include the landscape and hardscape plans and to include comments from the chair regarding the corbels. Motion failed 3-4 with Ms. Grace, Shiverick and Messrs. Ives and Corey opposed.

A second motion made by Mr. Small and seconded by Mr. Corey to defer the project for one month to the April 25, 2018 for restudy based upon the comments from the Commissioners. Motion carried 6-1 with Mr. Ives opposed.

[B-070-2017 Demolition/New Construction](#)

Address: 225 Tangier Ave.

Applicant: ILLKM PB LLC

Architect: Benjamin Schreier/Affiniti Architects

Project Description: Demolition of an existing residence constructed in 1958, Construction of new one story Bermuda style 6,192 sq. ft. residence, with swimming pool, associated landscaping and landscape lighting.

Motions carried at the October meeting to approve the demolition and to defer the project for one month to the November 2017 meeting for restudy based on the comments from the Commission. A motion carried at the November meeting to defer the project for one month to the December meeting at the request of the architect. A motion carried at the December meeting to defer the project for one month to the January meeting at the request of the architect. A motion carried at the January meeting to defer the project to the February 2018 meeting for a restudy of the loggia and fenestration. A motion carried at the February meeting to approve the project as presented with the caveat to incorporate the comments of Commissioners Vila and Sammons into the design of the project and that the pergola feature will return to the Commission for approval.

Please note: This item was deferred to the April 25, 2018 meeting with the Item VI. Approval of the Agenda.

A short break was taken at 10:38 a.m. The meeting resumed at 10:52 a.m.

[B-082-2017 New Construction](#)

Address: 535 N. County Rd.

Applicant: 535 North County Road LLC

Architect: Boyle Architecture PLLC

Project Description: New 14,017 s.f. a/c Main House, 1,426 s.f. a/c Guest House and 451 s.f. a/c Staff Quarters, with 2,330 s.f. of Garage area, 4,586 s.f. of Covered Loggia and Covered Entries, 4,658 s.f. of Basement Storage in Modern Style, Driveway, Pools and Garden.

A motion carried at the November meeting to defer the project to the January 2018 meeting for a major restudy and a consideration of the surroundings. A motion carried at the January meeting to defer the project to the February 2018 meeting at the request of the architect. A motion carried at the February meeting to defer the project for one month to the March 28, 2018 meeting to restudy a significant reduction in scale, reorganize the accessory buildings on the site and to look at a less symmetrical design.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Boyle reviewed the changes made since the last presentation and presented the proposed modifications to the architectural plans for the new residence.

Ms. Catlin thought the removal of the staff house was a positive change. She was in favor of the changes made.

Ms. Shiverick asked to see the proposed materials. Mr. Boyle showed the Commission the proposed materials. Ms. Shiverick was in favor of the new design.

Mr. Garrison was in favor of the new design.

Mr. Vila agreed with Mr. Garrison. He thought the changes were positive. He expressed concern about the landscape square in the motor court and asked if there was enough parking spaces in the service area. Mr. Boyle responded.

Ms. Shiverick suggested removing the grass in the driveway. Mr. Boyle showed an alternate driveway design without the grass inlays on the overhead projector.

Ms. Grace was in favor of the changes. She suggested using a large shade tree in the center of the motor court rather than the proposed palms.

Mr. Boyle stated he would address the suggestion of the shade tree in the landscape plan.

Mr. Corey asked if there is a formal landscape plan. Mr. Boyle stated they do not have a formal landscape plan to present. Mr. Corey stated that he thought the second floor was more successful over the first floor. He suggested adding more details on the first floor.

Motion made by Mr. Garrison to approve the project as presented with the caveat that the landscape and hardscape return to the Commission for final approval.

Mr. Small expressed concern about making a decision without the landscaping proposed.

Steve West, Parker Yannette Design Group, stated he would keep the perimeter landscape but would make appropriate changes to the interior landscape.

Mr. Lindgren asked the architect if it was his intent to submit the landscape plan with this application or if his intent was to submit a second application. Mr. Boyle stated they would submit a separate application for the landscape plan.

Motion seconded by Ms. Shiverick. Motion carried 5-2 with Mr. Corey and Ms. Grace opposed.

[B-094-2017 Demolition/New Construction](#)

Address: 149 E. Inlet Dr.

Applicant: Myron Miller

Architect: Roger P. Janssen/Dailey Janssen Architects

Landscape Architect: Don Skowron

Project Description: Demolition of existing residence, pool, hardscape and landscape and construction of a new two-story residence, guesthouse, pool and all associated landscape and hardscape.

A motion carried at the November meeting to approve the demolition as requested with conditions. A second motion carried at the November meeting to defer the project to the January 2018 meeting to restudy the tower element, the roof and the look of the north and east façade. A motion carried at the January meeting to defer the project to the February 2018 meeting at the request of the architect. A motion carried at the February meeting to defer the project for one month to the March 28, 2018 meeting for restudy.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Randolph asked the Commissioners to expound upon their ex parte.

Mr. Janssen presented the proposed modifications to the architectural plans for the new residence.

Mr. Garrison thought the design was improved from the last presentation. He asked Mr. Janssen if he considered a different roof design. Mr. Janssen showed an example of the proposed roof. Mr. Garrison asked about the roof proposed for the cupola. Mr. Janssen responded about the roof detail for the cupola.

Ms. Grace stated she strongly preferred the first design to the proposed design. She thought the first design fit into the neighborhood. She thought the two-story element was disjointed from the rest of the home.

Mr. Corey expressed concern about the proposed elevation of the home. Mr. Janssen responded. Mr. Corey was in favor of the color of the windows. He stated he was not in favor of the cupola. He recommended more openness between the guesthouse and main house. He suggested reducing the windows on the east side of the home.

Ms. Shiverick was in favor of the design. She agreed with Mr. Corey regarding the openness between the guesthouse and main house. She questioned the trim paint color and suggested using a softer blue.

Mr. Small agreed with Mr. Corey and Ms. Shiverick about the space between the guesthouse and main house to break up the long span of the home. Mr. Small also

expressed concern about the construction and staging activities, parking, and a 10-foot silt screen during construction.

Ms. Catlin agreed with Mr. Corey with the guesthouse and main house connection. She expressed concern about the design of the northeast corner and the cupola.

Mr. Vila was in favor of the design. He asked the architect to further explain the connection of the guesthouse and the main house. Mr. Janssen responded.

Mr. Vila was in favor of the guesthouse and main house connection. He agreed with Ms. Shiverick that the blue trim color was too dark.

Mr. Janssen advocated for the cupola. He stated that the owner would remove the cupola if the project was approved but he thought the cupola was appropriate.

Mr. Skowron presented the proposed landscape and hardscape plans for the project.

Mr. Small asked about the proposed wall on the south elevation and the adjacent landscaping. Mr. Skowron responded. Mr. Small suggested to Mr. Skowron to look at the landscape at 101 Indian Rd. and how the landscape screens the home. Mr. Small relayed the neighbor's concerns for the screening west of the driveway. Mr. Skowron responded.

Mr. Corey stated he thought the landscape plan was successful. Mr. Corey asked about adding more variety to the turf area in the front of the home. Mr. Skowron stated that the area in question was an easement.

Mr. Vila suggested adding three more Coconut Palm trees on the north elevation.

Mr. Grace suggested to removing the cupola or creating a larger tower.

Motion made by Mr. Ives and seconded by Ms. Shiverick to approve the project as presented. Motion carried 4-3 with Messrs. Small, Corey and Ms. Grace.

[B-097-2017 New Construction](#)

ARCOM TO MAKE RECOMMENDATIONS RELATIVE TO SITE PLAN REVIEW WITH VARIANCE(S)

Address: 1700 S. Ocean Blvd.

Applicant: Ocean Villa Holdings, LLC (Jagbir Singh)

Architect: Jacqueline Albarran

Landscape Architecture: Lynn Bender/LBLA, Inc.

Project Description: New two-story structure in the Regency style with flat roof, pediments, smooth stucco walls, stucco mouldings, parapets and vertical and horizontal banding, white aluminum impact French doors and casement windows,

covered terrace and pergolas. New driveway, patio, pool and landscape design by Lynn Bender Landscape Architecture.

SITE PLAN REVIEW WITH VARIANCE(S) INFORMATION: Site Plan Review to allow construction of a new 8,917 square foot two-story residence on a non-conforming platted lot which is 15,005 square feet in area in lieu of the 20,000 square foot minimum required in the R-A Zoning District and 100 feet in depth in lieu of the 150 foot minimum depth required in the R-A Zoning District. The following variance is being requested in conjunction with this application: 1) A request to have a building height plane setback of 53 feet in lieu of the 59 foot minimum setback required. 2) A request to allow the existing 3-4 foot wall to remain as screening for the proposed swimming pool in lieu of the 6 foot minimum height required when a swimming pool is located in the street side yard. 3) A request to eliminate the requirement to have a 6 foot tall hedge on the outside of the required wall.

A motion carried at the November meeting to defer the project to the January 24, 2018 meeting. A motion carried at the January meeting to defer the project to the February 28, 2018 meeting for a restudy of the following items: reduce the garage wing to follow the topography of the road, reduce the height of the main house, restudy the neo-classical details of the front facade, restudy the location of the proposed air-conditioning and generator and eliminate the building height plane variance. A motion carried at the February meeting to defer the project for one month to the March 28, 2018 meeting for restudy.

Call for disclosure of ex parte communication: Disclosure of several members.

Maura Ziska, attorney for the owner, explained the zoning requests and advocated for a positive recommendation to the Town Council.

Ms. Albarran stated that she received letters from two attorneys representing surrounding neighbors who supported the project after the recent changes. Ms. Albarran presented the proposed architectural modifications for the new home.

Motion made by Mr. Ives and seconded by Mr. Garrison that implementation of the proposed variances will not cause negative architectural impacts to the subject property. Motion carried with all in favor.

A short discussion ensued about whether the Town had received letters from the two attorneys that represented the surrounding neighbors.

Ms. Bender presented the proposed landscape and hardscape plans for the new residence.

Mr. Vila asked to see a photograph of the front entrance of Parc Monceau to determine if the landscaping was complimentary.

Ms. Shiverick suggested using a different palm tree next at the south façade entrance, in place of the proposed Sylvester Palm trees. Ms. Bender agreed to add more Coconut Palms in place of the Sylvester Palms.

Mr. Corey questioned whether an Australian pine hedge would be more appropriate at the front corner to match the landscape across the street. Mr. Lindgren stated planting an Australian pine would require special permission from the state.

Ms. Grace asked about the proposed gates. Ms. Bender responded.

Motion made by Mr. Garrison and seconded by Mr. Small to approve the project as presented. Motion carried with all in favor.

A lunch break was taken at 12:27 p.m. The meeting resumed at 1:32 p.m.

B-105-2017 New Construction

****This project has to be approved in its entirety before it can be heard at by the Town Council to address the Site Plan Review application****

Address: 235 Via Vizcaya

Applicant: 235 Via V PB, LLC

Architect: Pat Segraves/SKA Architect + Planner

Landscape Architect: Steve West/Parker Yannette Design Group, Inc.

Project Description: New construction of Mediterranean Revival home to be approximately 7,000 square feet. Final landscape, hardscape and drainage to be included.

SITE PLAN REVIEW INFORMATION: The applicant is requesting a site plan review to allow the construction of a 7,444 square foot two-story, single family residence on a non-conforming platted lot which is 15,344 square feet in area in lieu of the 20,000 square foot minimum area required; 47.25 in width in lieu of the 125 foot minimum required; and 97.58 feet in depth in lieu of the 150 foot minimum required.

A motion carried at the December meeting to defer the project to the January 2018 meeting. A motion carried at the January meeting to defer the project to the February 2018 meeting at the staff's request. A motion carried at the February meeting to defer the project for one month to the March 28, 2018 meeting for restudy based on the comments from the Commissioners.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Segraves presented the proposed architectural modifications for the new residence.

Mr. Vila asked about the roof design on the one-story elements of the home. Mr. Segraves showed an alternate roof design on the overhead projector. There was a short discussion regarding the one story roof design.

Mr. Segraves showed an alternate railing design on the overhead projector.

Mr. Garrison asked about the proposed windows and door on the second floor, west façade. Mr. Segraves responded. Mr. Garrison thought the floor plans for the windows and the elevation were not cohesive.

Mr. Vila and Mr. Segraves discussed the lot size and the proposed footprint of the home.

Mr. Ives thought the overall look and feel of the house was good but thought the comments by Mr. Vila needed to be addressed.

Ms. Grace thought the changes were good and thought the project could be approved with conditions.

Mr. Floersheimer questioned if the streetscapes of each new project on Via Vizcaya should be reviewed collectively. Mr. Vila stated that this home was an unusual situation.

Mr. Corey was in favor of the changes, especially with the newly proposed wrought iron railings. He questioned the finished floor on page A-5. Mr. Segraves responded. There was a short conversation about the ceiling heights in the home.

Ms. Shiverick was in favor of the wrought iron railings.

Mr. Garrison asked about the dimensions of the doors on the first floor on page D-2. Mr. Segraves responded. There was a short conversation about the size of the proposed doors.

Mr. West presented a few small changes to the landscape plan.

Motion by Mr. Ives and seconded by Mr. Garrison to approve the architecture and landscape plans as presented, including the wrought iron railings shown on the overhead projector and the caveat that the architect restudy the one story roof design which will return to the Commission next month at the April 25, 2018 with the new design. Motion carried with all in favor.

[B-008-2018 Demolition/New Construction](#)

Address: 232 Seabreeze Ave.

Applicant: Jim & Robin Carey

Architect: Jeremy K. Walter, AIA/Jeremy K. Walter Architects, LLC

Project Description: Demolition of existing 2 story single family dwelling, 2 story garage, storage shed and pool. New construction of a 2 story single family contemporary home with concrete tile and standing seam zinc coated copper roof, new pool, site walls and landscaping.

At the January meeting, a motion carried to approve the demolition of the existing property as requested. A second motion carried to defer the project for two months to the March 28, 2018 meeting for a complete redesign of the project.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Walter presented the proposed architectural plans for the new residence. He presented alternate designs on the overhead projector.

Mr. Vila asked about the casement windows and the shutters. Mr. Walter responded.

Mr. Ives thought the front door section was too wide. He also asked if the architect had a roof plan. He added that he did not believe the project had the major restudy that the Commission asked for at the previous meeting.

Ms. Grace appreciated the changes but still questioned whether this home would fit in the area. She thought the home design was too cold. She suggested lowering the windows on the second floor, front façade. She also suggested restudying the fenestration on the three other facades.

Mr. Corey stated he liked the home. He suggested addressing Ms. Grace's comment regarding the house being too cold. He liked all of the alternate designs presented on the overhead projector. He also suggested restudying the windows on the pool house, the roof pitch, removing the shutters and removing the details over the second floor windows. Mr. Walter presented an alternate elevation of the home without the shutters.

Mr. Vila suggested restudying the entrance, as he believed it was too wide. He also suggested restudying the fenestration on the entire home. He suggested restudying the size of the cornice as well as the size of the sliding glass doors. He questioned the roof material and color. Finally, he questioned the overall scale of the home.

Motion made by Mr. Garrison and seconded by Mr. Corey to defer the project for one month to the April 25, 2018 meeting for restudy based on the comments from the Commission. Motion carried with all in favor.

[B-012-2018 Modifications](#)

Address: 313 ½ Worth Ave.

Applicant: Via Bice Worth Avenue LLC

Architect: Jeffrey W. Smith/Smith Architectural Group

Project Description: Renovation of Via Bice to include new paving, new trellis, retractable awning, landscaping and lighting. Removal of awnings. Renovations to Peruvian Ave façade to include new stone entry, new glass awning, landscaping and lighting, replace awnings. New Doors.

SPECIAL EXCEPTION WITH SITE PLAN REVIEW INFORMATION: 1) Request for special exception approval to allow a two (2) story trellis 2) Request for site plan review to modify the Via Bice as follows: a) New mosaic pavers in the Via; b) New 2,240 square foot trellis with retractable awning above; c) New landscaping and lighting; d) New stone entry with awning on Peruvian Avenue; e) Removal of existing canvas awnings; f) New 37.5 square foot addition to existing bay window.

At the February meeting, a recommendation to the Town Council was given that the redesign was a positive step forward in the right direction

Please note: This item was deferred to the April 25, 2018 meeting with the Item VI. Approval of the Agenda.

[B-016-2018 New Construction](#)

ARCOM TO MAKE RECOMMENDATIONS RELATIVE TO VARIANCE(S)

Address: 1280 N. Lake Way

Applicant: 1280 North Lake Way LLC

Architect: Thomas M. Kirchhoff/Kirchhoff & Associates Architects

Landscape Architect: Keith Williams/Nievera Williams Design

Project Description: New 2 story residence, hardscape, landscape and pool. New dock.

VARIANCE(S) INFORMATION: 1. Site Plan Review to allow the construction of a 7,431 square foot two-story, single family residence on a non-conforming platted lot which is 87.95 feet in width in lieu of the 100 foot minimum width required in the R-B Zoning District. 2. A variance request to allow the two story residence with a point of measurement of 8.5 feet North American Vertical Datum ("NAVD") for cubic content ratio ("CCR") in lieu of the 7.4 foot NAVD required when determining cubic content ratio on lots abutting the Lake Trail.

A motion carried at the February meeting to defer the project for one month to the March 28, 2018 meeting for restudy while considering comments from the Commissioners.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Kirchhoff presented the proposed plans for the new residence.

James McKelvy, 1295 N. Lake Way, expressed concern for the height of the proposed home. Mr. Kirchhoff addressed Mr. McKelvy's comments.

Ms. Grace asked the architect could reduce the height of the home. Mr. Kirchhoff addressed the question.

Mr. Garrison suggested to lower the height of the second floor and to restudy the front elevation entry and windows.

Ms. Catlin was in favor of the changes and thought the house had curb appeal.

Mr. Ives was in favor of the design and thought any changes would take away from the presence on the Lake Trail.

Ms. Grace thought the entablature of the front porch was too heavy. She also recommended lowering the back balcony.

Mr. Corey agreed with Mr. Ives. He thought the home was charming and fit into the area. He thought a one-foot reduction in height would improve the aesthetics of the home.

Mr. Small thought the windows on the second floor should be restudied.

Mr. Vila thought that some of the details add to the quirkiness of the home, which he appreciated. He was in favor of the changes.

Mr. Williams presented the proposed landscape and hardscape plan for the residence.

Mr. Vila asked Mr. Kirchhoff if he would be willing to reduce the entablature on the front porch. Mr. Kirchhoff stated he would be willing to make the reduction.

Motion made by Mr. Ives to approve the project as presented.

Mr. Corey asked the landscape architect about the plan for the Lake Trail. Mr. Williams responded.

Motion seconded by Ms. Shiverick. Motion carried 4-3 with Messrs. Corey, Garrison and Ms. Grace opposed.

A second motion made by Mr. Ives and seconded by Mr. Garrison that implementation of the proposed variances will not cause negative architectural impacts to the subject property. Motion carried 6-1 with Ms. Grace opposed.

[B-017-2018 Demolition/New Construction](#)

ARCOM TO MAKE RECOMMENDATIONS RELATIVE TO VARIANCE(S)

Address: 110 Via Vizcaya

Applicant: Shadowbrook Land Trust & Land Trust Service Corporation Tr

Architect: Jacqueline Albarran/SKA Architect + Planner

Landscape Architect: Mario Nievera/Nievera Williams Design

Project Description: Demolition of existing house, pool, patios and driveways.

Existing perimeter landscaping remains. New irrigated lawn as per code. New two story Colonial Revival style house. New landscape and hardscape.

VARIANCE(S) INFORMATION: Site Plan Review to allow the construction of a 5,084 square foot two-story, single family residence on a non-conforming lot which is 100 feet in width in lieu of the 125 foot minimum width required; 100 feet in depth in lieu of the 150 foot minimum required and 10,000 square feet in area in lieu of the 20,000 square foot minimum required in the R-A Zoning District. The

following variances are being requested in conjunction with this application: 1. A variance request to have a building height plane setback of 30 feet in lieu of the 45.81 foot setback required for a building that is 22' feet 6 5/8" inches tall. 2. A variance for lot coverage to be 28% in lieu of the 25% maximum allowed in the R-A Zoning District.

A motion carried at the February meeting to defer the project for one month to the March 28, 2018 meeting at the request of the architect.

Call for disclosure of ex parte communication: Disclosure of several members.

Maura Ziska, attorney for the owner, explained the zoning requests and advocated for a positive recommendation to the Town Council.

Ms. Albarran presented the plans for the proposed demolition and the architectural plans for the new residence.

Mr. Ives expressed sadness that the existing house would be demolished. He asked if it was possible to change the proposed front façade to give it some quirkiness. Ms. Albarran responded.

Motion made by Mr. Garrison and seconded by Mr. Small to approve the demolition as requested the caveats to remove all exotic and invasive plant species and to sod and irrigate the property within 30 days. Motion carried with all in favor.

A second motion made by Mr. Ives and seconded by Mr. Small that implementation of the proposed variances will not cause negative architectural impacts to the subject property. Motion carried with all in favor.

Mr. Garrison was in favor of the front entrance. He made a suggestion for the windows next to the front door.

Mr. Corey was in favor of the home. Mr. Small agreed and thought it exuded charm and beauty. Mr. Small liked Mr. Garrison's suggestion of the modifications to the windows next to the front door.

Ms. Grace was in favor of the home.

Mr. Floersheimer asked about the existing equipment building. Ms. Albarran addressed his question.

A third motion made by Mr. Corey and seconded by Mr. Ives to approve the project as presented.

Mr. Nievera presented the proposed landscape and hardscape plans for the project.

Ms. Grace asked if there would be any color introduced into the landscape. Mr. Nievera responded.

Mr. Corey asked if a shade tree could be added to the front of the home. Mr. Nievera responded.

Mr. Vila asked if the Coconut Palms could be lowered on the east elevation to provide privacy. Mr. Nievera agreed.

A third motion amended by Mr. Corey and seconded by Mr. Ives to approve the project as presented to include the landscape plans. Motion carried with all in favor.

[B-019-2018 Demolition/New Construction](#)

****This project has to be approved in its entirety before it can be heard at by the Town Council to address the Site Plan Review application****

Address: 140 Kings Rd.

Applicant: GW Purucker JV

Architect: MP Design & Architecture

Landscape Architect: Daniel Sugg/Sugg Design Studio

Project Description: Demolition of existing residence. Proposed new two-story residence. New pool, hardscape & landscape.

SITE PLAN REVIEW INFORMATION: Site Plan Review to allow the construction of a 6,361 square foot two-story, single family residence on a non-conforming platted lot which is 100.03 feet in width in lieu of the 125 foot minimum required in the R-A Zoning District; 143.08 feet in depth in lieu of the 150 foot minimum required in the R-A Zoning District; and 14,308 square feet in area in lieu of the 20,000 square foot minimum required in the R-A Zoning District.

A motion carried at the February meeting to defer the project for one month to the March 28, 2018 meeting due to a zoning issue.

Call for disclosure of ex parte communication: Disclosure of several members.

Michael Perry, MP Design & Architecture, presented the plans for the proposed demolition of the existing residence.

Motion made by Mr. Small and seconded by Mr. Ives to approve the demolition as requested with the caveats to remove all exotic and invasive plant species and to sod and irrigate the property within 30 days. Motion carried with all in favor.

Mr. Perry presented the proposed architectural plans for the new residence.

Mr. Garrison was in favor of the home. He suggested adding a stone surround to the windows. He also suggested looking at the proportion of the garage section of the home. He questioned the shutters on the front of the home.

Ms. Grace liked the design of the home. She questioned the height of the home due to a neighbor's concern that she received.

Ms. Catlin liked the design of the home but suggested making the front door and entrance a bit wider.

Mr. Corey was in favor of the home. He agreed with Ms. Catlin's suggestion for the front entrance. He questioned the pilasters on the south elevation. Mr. Perry responded. He suggested lowering the height a small amount.

Ms. Shiverick was in favor of the home. She agreed with Ms. Catlin's suggestion. She questioned the proposed shutters and half-moon transoms.

Mr. Vila was in favor of the design.

Mr. Sugg presented the proposed landscape and hardscape plan for the new residence.

Mr. Corey was in favor of the proposed landscape plan. He suggested larger palms for the south elevation.

Mr. Vila was in favor of the landscape plan and liked the plants proposed. He recommended a larger oak tree.

A seconded motion made by Mr. Small and seconded by Ives to approve the project as presented. Motion carried 6-1 with Ms. Grace opposed.

C. [MAJOR PROJECTS-NEW BUSINESS](#)

[B-023-2018 Demolition/Modifications](#)

Address: 210 El Vedado

Applicant: Robert Hermann

Architect: M. Mark Marsh/Bridges, Marsh & Associates

Landscape Architect: Mario Nievera/Nievera Williams Design

Project Description: Reworking of existing (north) elevation façade with full house update of fenestration, demolition of rear guesthouse and pool. New pool, pool structure and landscaping.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Marsh presented the proposed demolition of the pool cabana and the modifications to the architecture.

Ms. Grace asked about the architect for the pool cabana and the year it was built. Mr. Marsh responded.

Mr. Marsh presented the proposed materials for the residence.

Mr. Nievera presented the proposed modifications for the landscape and hardscape.

Ms. Shiverick was in favor of the project.

Mr. Small agreed and thought the changes enhanced the beauty of the home. Mr. Small asked about the proposed material for the folly. Mr. Nievera responded.

Mr. Corey stated he was in favor of the home.

Motion made by Mr. Corey and seconded by Mr. Small to approve the project as presented with the folly (option 2) that had the higher pitched roof. Motion carried with all in favor.

[B-024-2018 Modifications](#)

Address: 561 Island Dr.

Applicant: 561 Island Drive LLC

Architect: Nievera Williams Design

Project Description: Driveway gates, adjacent walls, columns and pedestrian gates located at side of house facing the street.

Please note: This item was deferred to the April 25, 2018 meeting with the Item VI. Approval of the Agenda.

[B-027-2018 Demolition/New Construction](#)

ARCOM TO MAKE RECOMMENDATIONS RELATIVE TO VARIANCE(S)

Address: 14 Via Vizcaya

Applicant: Drs. Dina and Gary Wexler

Architect: Pat Segraves/SKA Architect + Planner

Landscape Architect: Steve West/Parker Yannette Design Group

Project Description: Demolition and new construction of two story Classical style home to be approximately 7,400 square feet. Final landscape/hardscape to be included.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Segraves introduced David Klein, attorney on behalf of the owners.

Mr. Klein stated that this project would need site plan review and a variance that required a recommendation from the Commission to the Town Council.

Mr. Segraves presented the proposed demolition of the existing residence.

Mr. West presented the proposed demolition plans for the landscape and hardscape.

Motion made by Mr. Corey and seconded by Mr. Garrison to approve the demolition as requested with the caveats to remove all exotic and invasive plant species and to sod and irrigate the property within 30 days. Motion carried with all in favor.

Mr. Segraves presented the proposed architectural plans for the new residence.

Mr. West presented the proposed landscape and hardscape plans for the new residence.

Ms. Grace liked the design of the home. She questioned the window design on the second floor, north elevation. Mr. Segraves responded.

Mr. Small was in favor of the home. He asked about the variance request. Mr. Segraves explained the request.

A second motion made by Mr. Small and seconded by Mr. Garrison that implementation of the proposed variance will not cause negative architectural impacts to the subject property. Motion carried with all in favor.

Ms. Catlin was in favor of the home. She liked the two proposed entrances.

Mr. Corey thought the house was a little wide and thought it could be restudied to help eliminate the flat roof section. He was a little underwhelmed with the landscape plan. He suggested an additional tree for the northeast corner. He also suggested bulking up the landscape plan.

Mr. Floersheimer was in favor of the design. He questioned the height of the Italian Cypress trees that flank the front door. Mr. West responded.

Ms. Shiverick questioned whether the Italian Cypress would last in the proposed location due to the proximity to the water. Mr. West responded. Ms. Shiverick asked about the proposed height of the front door. Mr. Segraves stated it was proposed at 9 feet. He showed alternate designs on the overhead projector.

Mr. Vila liked the two entrances but thought the proposed front door was too large. Mr. Segraves stated he could reduce the door to 8 feet.

A third motion made by Mr. Small to approve the project as presented with the caveat that shade trees are added to the northeast corner and that the front door is reduced to eight feet.

Mr. West responded and explained the reason for the proposed design.

The third motion amended by Mr. Small and seconded Mr. Ives to approve the project as presented with the caveat that the front door is reduced to eight feet. Motion carried with all in favor.

[B-029-2018 Additions/Modifications](#)

ARCOM TO MAKE RECOMMENDATIONS RELATIVE TO VARIANCE(S)

Address: 306 Pendleton Lane

Applicant: Christian Angle

Architect: Richard F. Sammons/Fairfax and Sammons

Landscape Architect: Keith Williams/Nievera Williams Design

Project Description: Addition of a one story loggia on the east side of the residence, modification of kitchen bay, replacement of second floor bay with terrace and French doors, new master terrace railing and landscape/hardscape improvements.

VARIANCE INFORMATION: The applicant is proposing to construct a 340 square foot one story loggia addition to the existing residence that would result in the following variances being requested: 1) an angle of vision of 130 degrees in lieu of the 117 degrees existing and the 116 degrees maximum allowed in the R-B Zoning District 2) a front yard setback of 22.91 feet in lieu of the 25 foot minimum setback required in the R-B Zoning District.

Call for disclosure of ex parte communication: Disclosure of several members.

Ms. Shiverick declared a conflict of interest and recused herself from the project. Ms. Catlin voted in the absence of Ms. Shiverick.

Maura Ziska, attorney for the owner, explained the zoning requests and advocated for a positive recommendation to the Town Council.

Jaime Torres, Fairfax and Sammons, presented the proposed architectural modifications to the residence.

Mr. Williams presented the proposed landscape and hardscape modifications to the residence.

Ms. Catlin offered a clarification on the lot size. She was in favor of the changes.

Mr. Vila stated he was in favor of the project.

Motion made by Mr. Corey and seconded by Mr. Ives to approve the project as presented. Motion carried with all in favor.

A second motion made by Mr. Corey and seconded by Mr. Ives that implementation of the proposed variances will not cause negative architectural impacts to the subject property. Motion carried with all in favor.

A short break was taken at 5:00 p.m. The meeting resumed at 5:10 p.m.

[A-008-2018 Landscape/Hardscape](#)

Address: 901 N. Ocean Blvd.

Applicant: PBB Island Property, LLC and Patrick & Lillian Carney

Attorney: Francis X.J. Lynch

Project Description: Revisions to previously approved demolition application, under application B-079-2017 as to landscaping only.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Randolph asked the Commission to expound upon their ex parte.

Mr. Lynch, attorney for the owners, explained the reason for the revisions to the landscape at the site.

Mr. Small asked for advice from the town attorney on the options available for the requested revisions. Mr. Lindgren reviewed the option for the Commission and discussed the timeline of events.

Greg Kino, attorney for Mr. and Mrs. Goodman, expressed concern about the proposed construction that will affect his client. He indicated that the new owners have agreed to install a boundary wall and landscaping on the north property line as well as a temporary 12-foot construction screen prior to beginning any construction.

Mr. Corey suggested removing the concrete that remains on the lot.

Motion made by Mr. Corey and seconded by Ms. Grace to approve the revised landscape demolition plan with the caveat to remove the existing concrete driveways and to install a wall on the north border, landscaping and a 12-foot silt fence prior to construction beginning.

There was a short discussion about the removal of the existing concrete.

Motion carried with all in favor.

[B-030-2018 New Construction](#)

Address: 905 N. Ocean Blvd.

Applicant: Patrick and Lillian Carney

Architect: LeBerge & Ménard Inc.

Project Description: Construction of a new 17,727 sq. ft. two story main house with a basement and a 1,284 sq. ft. single story guesthouse in the Neo-Classical style of architecture. Final hardscape, landscape and drainage plan to be presented as well.

Call for disclosure of ex parte communication: Disclosure of several members.

Frank Lynch, attorney for the owners, introduced the project and addressed concerns that had been raised regarding the new home.

Daniel Ménard presented the proposed architectural plans for the new residence.

Mr. Vila was generally in favor of the overall design but thought the impact of the proposed home on the lot was too large.

Mr. Ives agreed with Mr. Vila. He recommended reducing the quoins and a restudy of the first and second floors, making them subsidiary to each other.

Ms. Shiverick agreed with Mr. Ives. She was in favor of the proposed home color but thought the quoins were overpowering. Mr. Menard put an alternate rendering of the quoins on the overhead projector. Ms. Shiverick recommended a white roof.

Ms. Grace was in favor of the proposed color. She thought the house was too large for the lot.

Mr. Garrison stated he was not in favor of all of the quoins at the same size. He was in favor of the house design.

Mr. Corey was in favor of the design. He felt it was a bit too massive for the lot. He suggested reducing the height of the guesthouse.

Mr. Ménard asked if the house would look better with only one color. Mr. Vila stated he did not believe that was an issue.

Mr. Small stated that the perception was that the home was very massive up on the north end of the property.

Ms. Catlin liked the design and architecture but stated it appeared very heavy and massive on the proposed lot.

Mr. Floersheimer agreed with the other Commissioners and asked about the floor heights. Mr. Ménard responded.

Motion made by Mr. Ives and seconded by Mr. Garrison to defer the project for one month to the April 25, 2018 meeting for restudy.

Mr. Kino, attorney for Mr. and Mrs. Goodman, stated that his client agreed with the Commission's comments.

Motion carried with all in favor.

[B-031-2018 Demolition/New Construction](#)

Address: 154 Atlantic Ave.

Applicant: GW Purucker JV

Architect: MP Design & Architecture

Landscape Architect: Daniel Sugg/Sugg Design Studio

Project Description: Demolition of existing residence. Proposed new two-story residence. New pool, hardscape & landscape.

Call for disclosure of ex parte communication: Disclosure of several members.

Michael Perry, MP Design & Architecture, presented the proposed plans for demolition of the existing residence.

Mr. Sugg presented the proposed plans for the landscape and hardscape demolition.

Motion made by Mr. Ives and seconded by Mr. Corey to approve the demolition as requested with the caveats to remove all exotic and invasive plant species and to sod and irrigate the property within 30 days. Motion carried with all in favor.

Mr. Perry presented the proposed architectural plans for the new residence.

Mr. Ives thought the proposed home was nice for the neighborhood. He asked the architect if he could reduce the height of the home. Mr. Perry responded.

Mr. Vila asked Mr. Perry about the roof plan and drainage. Mr. Perry explained the design. Mr. Vila questioned the scalloped gable end and oculus on the front façade. Mr. Perry responded.

Ms. Grace was in favor of the design but added the Commissions had been seeing many homes with the same design.

Mr. Garrison was in favor of the design and thought it would be a nice addition to the street.

Mr. Sugg presented the proposed landscape and hardscape plans for the project.

Ms. Grace suggested lowering the roof height.

Mr. Corey was in favor of the landscape plan.

A second motion made by Mr. Corey and seconded by Mr. Small to approve the project as presented.

A second motion amended by Mr. Corey and seconded by Mr. Garrison to approve the project as presented with the caveat to reduce by roof height by one foot. Motion carried with all in favor.

[B-032-2018 Modifications](#)

ARCOM TO MAKE RECOMMENDATIONS RELATIVE TO VARIANCE(S)

Address: 662 Island Dr.

Applicant: Sue Walker

Architect: MP Design & Architecture

Project Description: Construction of new second floor bedrooms and bathroom within current attic space.

VARIANCE INFORMATION: The applicant is proposing to construct a 543 second floor within the existing footprint of the one-story residence which will require the following variances: 1) lot coverage of 29.8% in lieu of the 25% maximum allowed in the R-B Zoning District for a two story residence on a lot that is in excess of 20,000 square feet; 2) cubic content ratio of 4.28 in lieu of the 3.83 existing and the 4.10 maximum allowed in the R-B Zoning District.

Call for disclosure of ex parte communication: Disclosure of several members.

Maura Ziska, attorney for the project, attorney for the owner, explained the zoning requests and advocated for a positive recommendation to the Town Council.

Mr. Perry presented the proposed architectural modifications for the project.

Mr. Vila asked about the proposed Bismarck palms. Mr. Perry responded.

Motion made by Mr. Ives and seconded by Mr. Garrison that implementation of the proposed variances will not cause negative architectural impacts to the subject property. Motion carried with all in favor.

A second motion made by Mr. Ives and seconded by Ms. Shiverick to approve the plans as presented. Motion carried with all in favor.

[B-033-2018 Additions](#)

Address: 880 S. Ocean Blvd.

Applicant: Mr. & Mrs. Alex Chesterman

Architect: MP Design & Architecture

Landscape Architect: Nievera Williams Design

Project Description: New one story beach cabana, new pool, hardscape & landscape.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Perry presented the proposed plans for the new beach cabana.

Matt Jackman, Nievera Williams Design, presented the proposed landscape and hardscape plan for the project. He presented a gate design on the overhead projector.

Mr. Small asked if a beach cabana had previously been on the site. Mr. Perry responded. Mr. Small expressed concern about blocking the ocean vista. Mr. Perry responded.

Mr. Corey thought the design was good however, he expressed a concern about the amount of the cabana that would be seen from the road. Mr. Corey suggested reducing the height of the cabana, while keeping the volume inside.

Mr. Vila stated he was not concerned that the cabana would intrude upon the vista.

Ms. Grace agreed with Mr. Corey's suggestion.

Motion made by Mr. Garrison and seconded by Mr. Corey to approve the project as presented with the caveat to reduce of the interior height from 9 feet to 8 feet. Motion carried 6-1 with Mr. Small opposed.

[B-034-2018 New Construction](#)

ARCOM TO MAKE RECOMMENDATIONS RELATIVE TO VARIANCE(S)

Address: 901 N. Ocean Blvd.

Applicant: PBB Island Properties, LLC

Architect: Roger Janssen/Dailey Janssen Architects

Project Description: Construction of a two-story residence, hardscape, landscape and pool.

VARIANCE INFORMATION: 1) Variances to allow the construction of a new 16,087 square foot two story main residence with a point of measurement of 22.5 foot North American Vertical Datum ("NAVO") in lieu of the 15.9 foot NAVO maximum allowed for the following: a. Overall building height; b. Building height; c. Building height plane 2) A variance to allow a 6 foot tall wall along the edge of the site triangle easement and within the front yard setback that would not have a 36 inch continuous hedge as required for a wall exceeding 4 feet in height.

Call for disclosure of ex parte communication: Disclosure of several members.

Maura Ziska, attorney for the project, attorney for the owner, explained the zoning requests and advocated for a positive recommendation to the Town Council.

Mr. Janssen presented the proposed architectural plans for the new residence.

Ms. Grace thought there were several different design styles in the home and added it was a complicated design. She thought it looked a bit like a hotel.

Ms. Catlin thought there were so many roofs that it appeared as a village opposed to a house. She also thought there were too many window styles in the design. She recommended a simplification in the design. Mr. Janssen responded.

Mr. Small agreed with the amount of roofs and that it looked like a little village.

Ms. Shiverick thought it looked like a hotel and suggested adding a gate. She also agreed that the design was complicated and suggested a simplification of the south elevation.

Mr. Ives agreed with his fellow Commissioners. He thought a restudy of the scale was necessary.

Mr. Garrison thought this home was charming and the design respected the grade of the site.

Mr. Vila suggested that this home was too large for the lot. Mr. Janssen responded to this criticism.

Motion made by Mr. Ives and seconded by Mr. Small to defer the project for one month to the April 25, 2018 meeting for restudy based on the comments from the Commissioners. Motion carried with all in favor.

D. **MINOR PROJECTS - OLD BUSINESS**

A-050-2017 Modifications

Address: 274 Orange Grove Rd.

Applicant: Citrus Cottage LLC

Architect: Gene Pandula/the Pandula Architects, Inc.

Project Description: Remove existing covered front entry structure and front door and install new covered entry structure and front door with sidelight. Install new gray cement tile roof. Remove garage door and replace with new. Install decorative aluminum rail on garage roof. Remove portion of front entrance drive and replace with new brick pedestrian walk to front door. Install new front yard landscaping. Install new stucco trim above existing windows. Replace portion of existing concrete drive with brick paver drive.

A motion carried at the November meeting to defer the project to the January 2018 meeting for a restudy of the architectural changes. A motion carried at the January meeting to defer the project to the February 2018 meeting for restudy. A motion carried at the February meeting to defer the project for one month at the request of the architect.

Call for disclosure of ex parte communication: Disclosure of several members.

Mr. Pandula presented the proposed architectural modifications for the project.

Ms. Shiverick was in favor of keeping the copper roof on the front entrance. She questioned the size of the proposed columns. Mr. Pandula responded. Ms. Shiverick asked about the material for the railing material. Mr. Pandula responded.

Motion made by Mr. Small and seconded by Mr. Garrison to approve the project as presented. Motion carried with all in favor.

E. **MINOR PROJECTS-NEW BUSINESS**

A-009-2018 Modifications

Address: 2300 Ibis Isle Road W.

Applicant: Robert Bushman

Architect: Jacqueline Albarran/SKA Architect + Planner

Landscape Architect: Keith Williams/Nievera Williams Design

Project Description: Increase the size of previously approved pavilion to the rear of the property. Convert previously approved circular driveway to single entrance auto court. Adjust other hardscape areas and existing fountains. Adjust planting layouts and species selections and proposed new vehicular gate.

Call for disclosure of ex parte communication: Disclosure of several members.

Ms. Albarran presented the proposed architectural modifications for the project.

Mr. Williams presented the proposed landscape and hardscape modifications for the project. Mr. Williams showed a gate design on the overhead projector.

Ms. Grace was in favor of the project. She asked about proposed Bougainvillea. Mr. Williams responded.

Mr. Corey asked about the width of the gate. Mr. Williams responded.

Motion made by Mr. Garrison and seconded by Mr. Ives to approve the project as presented. Motion carried with all in favor.

[A-010-2018 Modifications](#)

Address: 304 Garden Rd.

Applicant: Peter & Julie Cummings

Architect: Claudia Visconti/SMI Landscape Architecture

Project Description: Modification of existing driveway (maintaining existing curb cuts), improvements to existing landscape, relocation of generator, and addition of front walkway from street.

Call for disclosure of ex parte communication: Disclosure of several members.

Ms. Visconti presented the proposed landscape and hardscape plans for the residence.

Motion made by Mr. Ives and seconded by Mr. Small to approve the project as presented. Motion carried with all in favor.

X. [OTHER BUSINESS](#)

None.

XI. [ADDITIONAL COMMUNICATIONS FROM CITIZENS \(3 MINUTE LIMIT PLEASE\)](#)

There were no comments heard at this time.

XII. **COMMENTS OF THE ARCHITECTURAL COMMISSION AND DIRECTOR OF PLANNING, ZONING AND BUILDING DEPARTMENT**

Mr. Ives welcomed Mr. Floersheimer to the Commission and congratulated Mr. Vila and Mr. Small for their Chair and Vice Chair appointments.

Mr. Ives suggested adding an agenda item to the next agenda regarding demolitions of homes with a notable architect and/or architecture.

XIII. **ADJOURNMENT**

Motion made by Mr. Ives and seconded by Mr. Small to adjourn the meeting at 7:10 p.m. Motion carried with all in favor.

The next meeting will be held on Wednesday, April 25, 2018 at 9:00 a.m. in the Town Council Chambers, 2nd floor, Town Hall, 360 S County Rd.

Respectfully Submitted,

Robert J. Vila, Chair
ARCHITECTURAL COMMISSION

kmc

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 041-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Authorizing the Purchase of Two (2) Police Motorcycles in the Amount of \$47,970 from Bruce Rossmeyer's Daytona Harley Davidson; Via the Florida Sheriff's Association Bid #FSA 17-VEL 25.0; Providing an Effective Date.

Presenter

Ann-Marie Taylor, Acting Chief of Police

ATTACHMENTS:

- ▣ **Memorandum dated March 21, 2018, from Ann-Marie Taylor, Acting Chief of Police**
- ▣ **Resolution No. 041-2018**
- ▣ **Exhibit A**
- ▣ **Exhibit B**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk W. Blouin, Town Manager

From: Ann-Marie Taylor, Acting Chief of Police

Re: Authorize Purchase of Two (2) Police Motorcycles
Resolution No. 041-2018

Date: March 21, 2018

STAFF RECOMMENDATION

Staff recommends the Mayor and Town Council approve the purchase of two (2) police motorcycles in the amount of \$47,970 (\$23,985 each) from Bruce Rossmeyer's Daytona Harley Davidson. These items are included in the Town's Equipment Replacement Program and staff request funding from FY18 Equipment Replacement contingency allocation.

GENERAL INFORMATION

The Police Department currently has six (6) Harley Davidson Motorcycles; two (2) are 2013 models, two (2) are 2012 models and two (2) are 2006 models. The Department motorcycles were on a 5 year useful life cycle but purchasing newer models was delayed until deemed necessary to do so based upon department operations and equipment safety. The two (2) 2006 models are no longer deemed safe for active police duty and will be sold at auction by the Purchasing Department upon disposition.

The new motorcycles will be purchased through the Florida Sheriffs Association State Bid #FSA17-VEL25.0 (Exhibit A) and quote dated February 15, 2018 received from Bruce Rossmeyer's Harley Davidson Police Sales (Exhibit B).

FUNDING/FISCAL IMPACT

Sufficient funds have been designated in the Town's Equipment Replacement Program for the purchase of police motorcycles. However, funds were not included in the FY2018 Equipment Replacement budget request. Therefore, we are requesting \$47,970 from the FY2018 Equipment Replacement Contingency be approved for this purchase.

Authorize Purchase of Two (2) Police Motorcycles
March 21, 2018
Page 2

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and are approved as recommended.

TOWN ATTORNEY REVIEW

The Town Attorney has reviewed this resolution and approved for legal form and sufficiency.

AMT/lsg
Attachments

RESOLUTION NO. 041-2018

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PALM BEACH, PALM BEACH COUNTY, FLORIDA,
AUTHORIZING THE PURCHASE OF TWO (2) POLICE
MOTORCYCLES IN THE AMOUNT OF \$47,970 FROM BRUCE
ROSSMEYER'S DAYTONA HARLEY DAVIDSON; VIA THE
FLORIDA SHERIFF'S ASSOCIATION BID #FSA 17-VEL 25.0;
PROVIDING AN EFFECTIVE DATE.**

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

Section 1. The Palm Beach Police Department is hereby authorized and directed to purchase two (2) police motorcycles through the Florida Sheriff's Association Bid #17-VEL25.0 (Exhibit A) and quote dated February 15, 2018 (Exhibit B) in the amount of 47,970 (\$23,985 each) from Bruce Rossmeier's Daytona Harley Davidson.

Section 2. Copies of the Florida Sheriff's Association price per motorcycle (Exhibit A) and quote (Exhibit B) are attached hereto and are hereby incorporated within this Resolution and made a part hereof.

Section 3. This Resolution shall become effective immediately upon passage.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 10th day of April, 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S.W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member

BID AWARD

FSA17-VEL25.0

Effective Dates:

October 13, 2017– September 30, 2018

Police Rated, Administrative, Utility Vehicles, Trucks and Vans

Cooperative Purchasing Program

Coordinated By

**The
Florida Sheriffs Association
&
Florida Association of Counties**





Protecting, Leading & Uniting...since 1893

FLORIDA SHERIFFS ASSOCIATION

2617 Mahan Drive, Tallahassee, Florida 32308
P.O. Box 12519 • Tallahassee, Florida 32317-2519

p: (850) 877-2165
f: (850) 878-8665
www.flsheriffs.org  

Date: October 1, 2017

To: All Perspective Participants

From: Steve Casey, Executive Director
Sarrah Glassner, Deputy Executive Director
Annette Grissom, CPP Manager
Greg Tish, CPP Coordinator

Re: Contract Number FSA17-VEL25.0 Police Rated, Administrative, Utility Vehicles, Trucks and Vans

We are pleased to announce that the Florida Sheriffs Association has successfully completed its 25th nationwide cooperative bid for vehicles. This contract is in effect beginning October 13, 2017 through September 30, 2018.

This year's bid includes 63 specifications and 215 makes and models. It offers police rated, special service, administrative, hybrid vehicles, pick-up trucks, vans, mobility transport and police motorcycles.

The competitive process for this award began in January 2017, when stakeholders were surveyed regarding procurement needs. Specifications were developed based on prior year activity and new additions were added based on survey results and the Fleet Advisory Committee's review of commodities.

On April 10, 2017, a direct notification was sent to 511 prospective bidders to register for qualification to participate in the bid process. An advertisement of the Invitation to Bid was placed within the Florida Administrative Weekly on June 1, 2017 and again on June 20, 2017. From this Invitation to Bid, 41 bidders responded. Of these respondents, 25 bidders submitted bids and 23 bidders were awarded after a review by the FSA Fleet Advisory Committee.

The Florida Sheriffs Association Cooperative Purchasing Program has followed the Contract Terms and Conditions to procure this contract, and requires that all users, both purchasers and awarded vendors comply as well.

Contract prices are extended and guaranteed to any local government or political subdivision of the state, public educational institutions, other public agencies or authorities with the State of Florida, and entities approved by the manufacturer to participate in this contract.

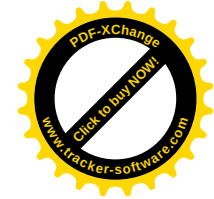
Out of state sales are permitted under this contract. All purchasers are bound by their local governing purchasing ordinances, rules and regulations.

All awarded vendors are governed by their manufacturer agreements and the Contract Terms and Conditions.

List of Awards for FSA17-VEL25.0 Police Rated, Administrative, Utility Vehicles, Trucks and Vans:

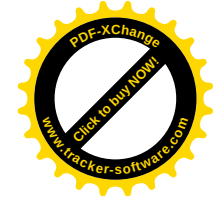
Alan Jay Chevrolet Buick GMC Cadillac
Alan Jay Chrysler Jeep Dodge of Wauchula
Alan Jay Ford Lincoln

Alan Jay Nissan, Inc.
Alan Jay Toyota
Auto Nation Chevrolet Pembroke Pines
Auto Nation Nissan Pembroke Pines
AutoNation CDJR Pembroke Pines
Bartow Ford
Bay Dodge Chrysler Jeep Ram
Beck Auto Sales, Inc.
Bruce's Rossmeyer's Daytona Harley Davidson
Coggin Ford
Duval Ford LLC
Garber Chevrolet Buick GMC Inc.
Garber Chrysler Dodge Jeep Inc
Garber Ford
Kelley Buick GMC, Inc
Prestige Ford
Southern Sewer Equipment Sales
Stingray Chevrolet LLC
Tampa Truck Center LLC
Terry Taylor's DeLand Nissan



FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

Name of Dealership	Type of Vehicle	Zone	Base Unit Price
<u>HARLEY-DAVIDSON POLICE MOTORCYCLE (Specification #09)</u>			
Bruce Rossmeyer's Daytona Harley-Davidson	2018 Harley Davidson Road King (FLHP)	★ Western	\$18,000.00
	2018 Harley Davidson Road King (FLHP)	Western	-- NB --
Bruce Rossmeyer's Daytona Harley-Davidson	2018 Harley Davidson Road King (FLHP)	★ Northern	\$17,750.00
	2018 Harley Davidson Road King (FLHP)	Northern	-- NB --
Bruce Rossmeyer's Daytona Harley-Davidson	2018 Harley Davidson Road King (FLHP)	★ Central	\$17,750.00
	2018 Harley Davidson Road King (FLHP)	Central	-- NB --
Bruce Rossmeyer's Daytona Harley-Davidson	2018 Harley Davidson Road King (FLHP)	★ Southern	\$18,000.00
	2018 Harley Davidson Road King (FLHP)	Southern	-- NB --
Bruce Rossmeyer's Daytona Harley-Davidson	2018 Harley Davidson Electra Glide (FLHTP)	Western	\$18,500.00
	2018 Harley Davidson Electra Glide (FLHTP)	Western	-- NB --
Bruce Rossmeyer's Daytona Harley-Davidson	2018 Harley Davidson Electra Glide (FLHTP)	Northern	\$18,250.00
	2018 Harley Davidson Electra Glide (FLHTP)	Northern	-- NB --
Bruce Rossmeyer's Daytona Harley-Davidson	2018 Harley Davidson Electra Glide (FLHTP)	Central	\$18,250.00
	2018 Harley Davidson Electra Glide (FLHTP)	Central	-- NB --
Bruce Rossmeyer's Daytona Harley-Davidson	2018 Harley Davidson Electra Glide (FLHTP)	Southern	\$18,500.00
	2018 Harley Davidson Electra Glide (FLHTP)	Southern	-- NB --



FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

HARLEY-DAVIDSON POLICE MOTORCYCLE SPECIFICATION #9

2018 Harley Davidson Road King (FLHP)
2018 Harley Davidson Electra Glide (FLHTP)

THE FOLLOWING ITEMS WILL BE FACTORY INSTALLED ON THE BASE VEHICLE TO MEET THE MODEL NUMBER AND BUILD CODES OF THE VEHICLE LISTED. PLEASE REFER TO THE EMERGENCY VEHICLE LIGHTING AND SIRENS SECTION WITHIN THIS CONTRACT FOR DESCRIPTIONS, SPECIFICATIONS AND AWARDED VENDOR PRICING.

1. ENGINE:

- a. Single Cam design
- b. Compression ratio: 10.0:1
- c. Electronic Sequential Port Fuel Injection System (ESPFI)
- d. Hydraulic Lifters requiring no maintenance service adjustments
- e. Piston Displacement of not less than 1746cc Milwaukee-Eight™ 107 cubic inch, pushrod-operated, overhead valves with hydraulic, self-adjusting lifters, four valves per cylinder and featuring EITMS (Engine Idle Temperature management System), producing minimal vibration frequencies and magnitudes. Engine and Transmission isolated from motorcycle frame utilizing rubber mounting system.
- f. Powertrain deluxe chrome group designed for low maintenance; black powder coat finish on engine; chrome rocker boxes, timer cover, outer primary and transmission covers..
- g. Air and Oil cooled.
- h. Fan assisted oil cooler

2. CLUTCH/TRANSMISSION:

- a. Hydraulic actuated clutch system for both FLHP and FLHTP
- b. Clutch shall be of the latest multiple nine (9) plate design, wet.
- c. Clutch disengage for starter motor operation.
- d. Gear Ratios 1st-9.593 2nd-6.650 3rd-4.938 4th-4.000 5th-3.407 6th-2.875
- e. Greaseless shifter shaft with "anti-vibration" rubber spacers.
- f. Primary Drive, double-row chain, 34/46 ratio.
- g. Transmission to be of latest design, manual type, with not less than six (6) forward speeds.

3. BRAKES:

- a. Brakes shall be relatively free of heat fade.
- b. Calipers-4 Piston.
- c. Front brakes having dual 11.81-inch diameter floating discs
- d. Hydraulic Disc brakes for both front and rear wheels.
- e. Rear brake having a single disc.
- f. Reflex™ Linked Braking with ABS, linking disengages below 25 mph.
- g. Uniform Expanding Rear Rotor.

4. SUSPENSION:



- a. Motorcycles shall be provided with a suspension system to permit optimum handling conditions as required in enforcement.
- b. Front suspension uses Showa Dual Bending Valve (SDBV)
- c. Hand adjustable emulsion shocks.
- d. Rear suspension swing arm bearings shall require no lubrication for life of the motorcycle.

5. WHEELS/TIRES:

- a. Black Impeller™ Cast Aluminum wheels, rim material to be impermeable to compressed air.
- b. Tubeless type tires to have non-skid tread, designed to operate on paved highways and shall have a full, four-ply fabric reinforcement. Bead-retention tires designed to remain on wheel during sudden loss of pressure.
- c. Sealed automotive style wheel bearings requiring no endplay adjustment and service interval of 100,000 miles (160,000 km).

6. FUEL TANK:

- a. Electric fuel pump.
- b. Fuel tank to have a capacity of six (6) U.S. gallons (or 22.71 liters). Must provide a minimum of 1 gal (3.8 L) reserve fuel capacity when main supply is exhausted.

7. ELECTRICAL SYSTEM:

- a. Battery. Sealed, heavy-duty maintenance-free, 12-volt, minimum rated capacity – 28 ampere hours (Battery Council International rating), 270 cold cranking amps.
- b. Connectors. Industrial grade throughout, provided with electrical accessory connection.
- c. Charging System. Three-phase, 50-amp high output alternator, solid state regulator.
- d. Hand Controls. Water-resistant, integrated switches.
- e. Horn. Sound level audible above motorcycle and traffic-generated noise.
- f. Ignition. Non-waste spark, alpha control.
- g. Starting System. 12-volt starter, solenoid operated engagement, relay required.

8. LIGHTING SYSTEM:

- a. Flashers, four-way, with independent switch.
- b. Front Emergency Lamps PAR-36, one red and one blue (incandescent).
- c. Fender tip running lights, amber in front, red in the rear.
- d. (FLHP)- Dual Halogen Headlight. (FLHTP)- Daymaker™ LED Headlight.
- e. (FLHP)- Rear (Red) LED Fender Tip Light (FLHTP)- Front (Amber) and Rear (Red) LED Fender Tip Lights
- f. License plate lighting with two blue marker lamps.
- g. Tail light.
- h. Turn Signals, self-canceling system.

9. VISUAL DISPLAYS:

- a. ABS indicator lamp
- b. Cruise Control indicator
- c. Engine diagnostic light
- d. Fuel level gauge.
- e. Gear Indicator
- f. Emergency Light Activation Indicator, separate indicators for front and rear emergency lights.
- g. Fuel Mileage countdown till empty displayed in odometer window when Low fuel indicator lamp is lit.
- h. Hazard-Warning Lights Indicator
- i. High beam Indicator
- j. Low Oil pressure Indicator
- k. Neutral Indicator
- l. Odometer. Calibrated, cumulative.
- m. Sight glass on brake master cylinders.
- n. Speed Capture with Digital Speed Display
- o. Speedometer. Analog & Digital speedometer, range 0-120mph (or kph equivalent).(2) re-settable trip meters.
- p. Security Lamp (if equipped with optional security system)
- q. Stealth Mode indicator-if activated
- r. Tachometer. Analog.
- s. Turn Signal Indicators



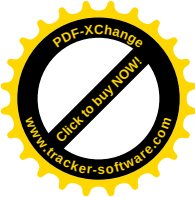
10. FEATURE REQUIREMENTS:

- a. Analog and Digital Speed Display with Speed Capture feature
- b. Chrome, two into one into two exhaust system
- c. Cruise Control-OE standard
- d. Final belt drive, with a rubber isolated 68 tooth rear drive sprocket.
- e. (FLHP) Dry Weight. 786 lbs. (357 kg.) (FLHTP) Dry Weight. 791 lbs. (359 kg.)
- f. (FLHP) Running Order. 821 lbs. (372 kg.) (FLHTP) Running Order. 826 lbs. (375 kg.)
- g. Foot Boards. pivoting type with non-skid rubber pads
- h. Gear Indicator
 - i. Gross Vehicle Weight Rating. 1360 lbs. (617 kg.)
- j. Guards. Front engine guard bar and rear saddlebag guard bars. (Saddlebag rails optional)
- k. Laden Seat Height. 27.3 inches (695 mm)
 - l. Key. One key fits all locks.
- m. Mirrors. Two (2) long stem true image mirrors.
- n. Power ON for emergency equipment for 30 minutes with ignition OFF
- o. Push to Talk Switch-requires other police radio equipment not supplied by H-D
- p. Seat. Deluxe solo saddle, special police type, breathable material covering, adjustable coil over spring suspension system.
- q. Service Intervals. 1st 1000 miles and then every 5000 miles thereafter.
- r. Stealth Mode-optional activation
- s. Side Stand. Jiffy stand with electronic disengage to prevent drive off with jiffy stand deployed.
- t. Saddlebags. Factory installed, law enforcement type Injection Molded GTX saddlebags, approx. 2000 cubic inches of storage space per bag, water-resistant, utilizing one touch operation latches.
- u. Windshield. Constructed of clear polycarbonate, designed to break away with minimal force.
- v. Wheelbase. 64 inches (1625 mm).
- w. Model FLHP is windshield only.
- x. Model FLHTP is duct fairing with windshield.

11. WARRANTY:

- a. Warranty: 24 months (unlimited mileage)
- b. Service Interval: First 1000 miles; every 5000 miles thereafter – both models.

DISCLOSURE: THE FLORIDA SHERIFFS ASSOCIATION WORKING IN CONJUNCTION WITH MANUFACTURERS, VENDORS AND DISTRIBUTORS OF VEHICLES/EQUIPMENT DOES THEIR BEST TO ENSURE MODEL NAMES, NUMBERS AND CODES REPRESENT THE LATEST INFORMATION AVAILABLE AT THE TIME THE BID DOCUMENTS ARE PREPARED. IT IS RECOMMENDED THAT YOU CONFIRM THIS INFORMATION WITH THE AWARDED VENDOR REPRESENTATIVE AT THE TIME YOU ARE REQUESTING A CONFIRMING QUOTE.



FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

HARLEY-DAVIDSON POLICE MOTORCYCLE SPECIFICATION #9

2018 Harley Davidson Road King (FLHP)

The Harley Davidson Road King (FLHP) purchased through this contract comes with all the standard equipment as specified by the manufacturer for this model and FSA's base vehicle specification(s) requirements which are included and made a part of this contract's vehicle base price as awarded by specification by zone.

ZONE:	★Western	★Northern	★Central	★Southern
BASE PRICE:	\$18,000.00	\$17,750.00	\$17,750.00	\$18,000.00

While the Florida Sheriffs Association and Florida Association of Counties have attempted to identify and include those equipment items most often requested by participating agencies for full size vehicles, we realize equipment needs and preferences are going to vary from agency to agency. In an effort to incorporate flexibility into our program, we have created specific add/delete options which allow the purchaser to tailor the vehicle to their particular wants or needs.

The following equipment delete and add options and their related cost are provided here to assist you in approximating the total cost of the type vehicle(s) you wish to order through this program. Simply deduct the cost of any of the following equipment items you wish deleted from the base unit cost and/or add the cost of any equipment items you wish added to the base unit cost to determine the approximate cost of the type vehicle(s) you wish to order.

NOTE: An official listing of all add/delete options and their prices should be obtained from the appropriate dealer in your zone when preparing your order. Additional add/delete options other than those listed here may be available through the dealers, however, those listed here must be honored by the dealers in your zone at the stated prices.



VEHICLE:

DEALER:

ZONE:

BASE PRICE:

Road King (FLHP)

Bruce Rossmeyer's
Daytona Harley-Davidson

★Western

\$18,000.00

Bruce Rossmeyer's
Daytona Harley-Davidson

★Northern

\$17,750.00

Bruce Rossmeyer's
Daytona Harley-Davidson

★Central

\$17,750.00

Bruce Rossmeyer's
Daytona Harley-Davidson

★Southern

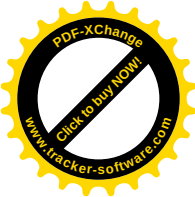
\$18,000.00

Order Code Add Options

All Zones

Options are to be discounted below Manufacturer's Standard Retail Pricing (MSRP) or manufacturers published list price for any factory add options. Purchasers are encourage to negotiate pricing for options. Additional discounts for each add option shall be decided by the Vendor. Please refer to the Contract Terms and Conditions, Section 2.14 Option Pricing.

53196-09 ¹	Adapter plate for mounting Tour Pak	\$125.00 ¹
65989-97C ¹	Auxiliary battery	\$175.00 ¹
54178-10 ¹	Black Tour Pak without holes	\$1,000.00 ¹
69940-10 ¹	Blue LED light for Tour Pak	\$300.00 ¹
54180-10 ¹	Black pre-drilled Tour Pak for LEDs	\$1,500.00 ¹
72641-10 ¹	Chrome trim ring for LED light	\$25.00 ¹
69251-04 ¹	Engine guard pursuit lamps one red and one blue	\$850.00 ¹
69250-04 ¹	Pursuit Lamps one red and one blue	\$750.00 ¹
69816-10 ¹	Red LED light for Tour Pak	\$300.00 ¹
69941-10 ¹	Red/Blue split LED light for Tour Pak	\$300.00 ¹
90200561 ¹	Saddlebag guard rails	\$350.00 ¹
	Solid color paint (other than birch white or vivid black)	\$750.00
	Two-Tone paint	\$1,000.00
69000057 ¹	Whelen electric siren, amplifier and microphone	\$1,300.00 ¹
54179-10 ¹	White pre-drilled Tour Pak for LEDs	\$1,500.00 ¹
54177-10 ¹	White Tour Pak without holes	\$1,000.00 ¹
	Temporary tag	\$25.00
	Transfer existing registration (must provide tag number)	\$135.00
	New state tag (specify state, county, city, sheriff, etc.)	\$150.00



FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

HARLEY-DAVIDSON POLICE MOTORCYCLE SPECIFICATION #9

2018 Harley Davidson Road King (FLHP)

(Alternate Dealer Option)

The Harley Davidson Road King (FLHP) purchased through this contract comes with all the standard equipment as specified by the manufacturer for this model and FSA's base vehicle specification(s) requirements which are included and made a part of this contract's vehicle base price as awarded by specification by zone.

ZONE:	Western	Northern	Central	Southern
BASE PRICE:	-- No bid --	-- No bid --	-- No bid --	-- No bid --

While the Florida Sheriffs Association and Florida Association of Counties have attempted to identify and include those equipment items most often requested by participating agencies for full size vehicles, we realize equipment needs and preferences are going to vary from agency to agency. In an effort to incorporate flexibility into our program, we have created specific add/delete options which allow the purchaser to tailor the vehicle to their particular wants or needs.

The following equipment delete and add options and their related cost are provided here to assist you in approximating the total cost of the type vehicle(s) you wish to order through this program. Simply deduct the cost of any of the following equipment items you wish deleted from the base unit cost and/or add the cost of any equipment items you wish added to the base unit cost to determine the approximate cost of the type vehicle(s) you wish to order.

NOTE: An official listing of all add/delete options and their prices should be obtained from the appropriate dealer in your zone when preparing your order. Additional add/delete options other than those listed here may be available through the dealers, however, those listed here must be honored by the dealers in your zone at the stated prices.



VEHICLE: Road King (FLHP) (ALTERNATE DEALERS)
DEALER:
ZONE: Western Northern Central Southern
BASE PRICE: -- No bid -- -- No bid -- -- No bid -- -- No bid --

Order Code Add Options

All Zones

Options are to be discounted below Manufacturer's Standard Retail Pricing (MSRP) or manufacturers published list price for any factory add options. Purchasers are encourage to negotiate pricing for options. Additional discounts for each add option shall be decided by the Vendor. Please refer to the Contract Terms and Conditions, Section 2.14 Option Pricing.

53196-09 ¹	Adapter plate for mounting Tour Pak	1
65989-97C ¹	Auxiliary battery	1
54178-10 ¹	Black Tour Pak without holes	1
69940-10 ¹	Blue LED light for Tour Pak	1
54180-10 ¹	Black pre-drilled Tour Pak for LEDs	1
72641-10 ¹	Chrome trim ring for LED light	1
69251-04 ¹	Engine guard pursuit lamps one red and one blue	1
69250-04 ¹	Pursuit Lamps one red and one blue	1
69816-10 ¹	Red LED light for Tour Pak	1
69941-10 ¹	Red/Blue split LED light for Tour Pak	1
90200561 ¹	Saddlebag guard rails	1
	Solid color paint (other than birch white or vivid black)	
	Two-Tone paint	
69000057 ¹	Whelen electric siren, amplifier and microphone	1
54179-10 ¹	White pre-drilled Tour Pak for LEDs	1
54177-10 ¹	White Tour Pak without holes	1
	Temporary tag	
	Transfer existing registration (must provide tag number)	
	New state tag (specify state, county, city, sheriff, etc.)	



BRUCE ROSSMEYER'S

HARLEY-DAVIDSON

POLICE & FLEET SALES

Barry T. Kuhnly
Manager

February 15, 2018

Sgt. Scott Duquette
Town of Palm Beach
Police Department
345 South County Road
Palm Beach, FL 33480

Dear Sgt. Duquette:

Thank you for taking the time from your busy schedule to speak with me and discuss topics of mutual interest regarding the use of Harley-Davidson police motorcycles in law enforcement. Please consider this letter as a follow-up to our conversation and an open proposal offered for your review and consideration regarding possible next steps.

Rossmeyer Daytona Motorcycles, Inc. DBA Bruce Rossmeyer's Daytona Harley-Davidson, 1637 North US Highway 1, Ormond Beach, FL 32174 has been awarded the 2018 Florida Sheriff's Association State Contract, (FSA17-VEL25.0)) for the purchase of Harley-Davidson police motorcycles. Their site can be accessed by going to www.flsheriffs.org. Pages 126-137. This is our 20th year of this award.

Please accent the following quote.

2018 FLHP Road King (Southern District)	\$18,000.00
Luxury Blue Pearl	<u>750.00</u>
Total Base Price	\$18,750.00

Daytona Harley-Davidson • 1637 North US Hwy 1 • Ormond Beach, FL 32174
Cell: 954.257.2073 • Fax: 386.671.7077 • E-mail: bkuhnly@brhd.com



The following is a list of additional contract items and installed price as per your request.

54180-10	Black Harley-Davidson light box	\$1500.00
69941-10	Red/Blue split lens lights (3) (300)	900.00
72641-10	Chrome flanges (3) (25)	75.00
53196-09	Adapter plate	125.00
65989-97C	Auxiliary battery	175.00
68000137	Wiring kit	60.00
90200561	Saddlebag rails	350.00
69000057	Siren amplifier, siren speaker, mic and all brackets	1300.00
FDFP11JR	Red/Blue split with white driving (2) (375)	<u>750.00</u>
	Total Accessories	\$5,235.00

The following are the basic Harley-Davidson requirements in case you want to use your existing equipment from your 2006 model year motorcycles.

90200561	Saddlebag rails	350.00
69000057	Siren amplifier, siren speaker, mic and all brackets	<u>1300.00</u>
	Total Basic Accessories	\$1,650.00

Daytona Harley-Davidson will take your 2006 FLHP Road Kings in trade for \$1500 each towards the purchase of new motorcycles.

If you have any further questions please feel free to contact me at any time.

Thanking you in advance,



Barry T Kuhnly
 Manager, Police and Fleet Sales
 Rossmeyer Daytona Motorcycles, Inc.
 DBA Bruce Rossmeyer's Daytona Harley-Davidson
 1637 North US Highway 1
 Ormond Beach, FL 332174
 Phone: 954-257-2073
 Email: bkuhnly@brhd.com



TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 044-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Awarding Bid No. 2018-21 and Approving a Construction Contract To A.U.M. Construction, Inc., for the Signalization and Mast Arm Improvements at the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocoanut Row Intersections, in the Amount of \$532,618 and Establishing a Construction Phase Budget of \$586,000.

Presenter

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

ATTACHMENTS:

- ▣ **Memorandum dated March 27, 2018, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **Resolution No. 44-2018**
- ▣ **Photographs**
- ▣ **Bid Tab Sheet**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk W. Blouin, Town Manager

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

Re: Award Bid No. 2018-21 and Approve a Construction Contract for the Signalization and Mast Arm Improvements Project at the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocoanut Row Intersections
Accelerated Capital Improvement Program - Phase 2
Resolution No. 44-2018

DATE: March 27, 2018

STAFF RECOMMENDATION

Staff recommends that Town Council approve Resolution No. 44-2018 awarding Bid No. 2018-21 and approving a construction contract to A.U.M. Construction, Inc., for the Signalization and Mast Arm Improvements Project at the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocoanut Row intersections in the amount of \$532,618, and establishing a construction phase budget of \$586,000, including contingency.

In addition, staff recommends that Town Council grant a waiver to Sections 42-196 and 199 of the Town of Palm Beach Code of Ordinances to allow for extended work hours and night-time work, as necessary and approved by Public Works. Staff also recommends a waiver of the Town Code of Ordinances Section 42-226 through 229 - Regulation of Noise.

GENERAL INFORMATION

The Town owns, operates, and maintains six (6) signalized intersections within the Town. The majority of the traffic signal poles in the Town were installed in the early 1970's. These poles do not meet the current wind load standards. The wind load requirements have become more stringent since these poles were installed due to the impacts of Hurricanes Charlie, Francis, Jean, and Wilma. The new decorative mast arm and pole that will meet the current wind load requirements was presented and approved at the July 14, 2015 Town Council meeting. The mast arms and poles will also match those currently in the Town located at the Hammon Avenue, Worth Avenue, and Peruvian Avenue intersections on South County Road.

At the February 10, 2015 Town Council meeting, Kimley-Horn and Associates, Inc. (KHA) was awarded a Purchase Order for the Design and Bid Phase Services for the Town owned signalization and mast arm improvements. KHA was selected among seven (7) consultants who had submitted under Request for Qualifications (RFQ) No. 2015-13. State law requires that any project with a total value in excess of \$2 million and/or engineering services exceeding \$200,000 be advertised separately rather than being awarded by way of a continuing services agreement.

The Signalization and Mast Arm Improvement Project consists of improvements to six (6) Town owned signalized intersections; the Sunrise Avenue and Sunset Avenue intersections on North County Road that were upgraded the summer of 2016. In an effort to reduce construction fatigue, there were no signal improvements during the summer of 2017 at the request of Town Council. The Bradley Place at Sunrise Avenue and Clarke Avenue at Cocanut Row intersections were scheduled for this summer of 2018 and the Pendleton Avenue at Cocanut Row and Seabreeze Avenue at Cocanut Row for the summer of 2019. The selected intersections for 2018 and 2019 was to avoid adjacent intersections under construction at the same time. The plans and specifications for the last two (2) intersections are complete and staff anticipates bidding these intersections later this fall.

As the ADA standards have changed since the initial evaluations and preliminary design of the intersections, the consultant and staff has taken steps in the design to minimize the number of poles at the intersections where possible and remain compliant with the regulations. Enclosed are sketches of the existing conditions and proposed improvements for the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocanut Row intersections for reference.

The Purchasing Division solicited bids for the Signalization and Mast Arm Improvements at the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocanut Row intersections. The proposed work includes replacing the existing mast arms, upgrading the signalization, upgrading curb ramps to current ADA standards, milling, resurfacing, and striping of both the intersections.

The Signalization and Mast Arms Improvements were advertised for bid in late December 2017 and Purchasing received only two (2) proposals. Both of the bids received were over the Town's estimated budget. Purchasing requested a best and final from the lowest bidder, but negotiations failed to get the project within the estimated budget. Staff evaluated those proposals, repackaged the Signalization and Mast Arm Improvements and rebid the project in February.

Upon the rebid, the Town received four (4) bids on March 16, 2018. The lowest responsive bidder was AUM Construction, Inc., in the amount of \$532,618. Staff recommends awarding the contract to A.U.M. Construction, Inc. for the bid amount of \$532,618, and establishing a construction phase budget of \$586,000, including contingency.

SPECIAL CONSIDERATIONS

The milling, resurfacing, striping, installation of the mast arms, and concrete improvements will have varying degrees of impacts on the traffic. Those impacts on the traffic and local businesses will be minimized by performing some of these improvements during the night-time hours.

Staff recommends a waiver to Section 42-196 and Section 42-199 of the Town Code of Ordinances allowing night-time construction, as necessary, and approved by Public Works. The contractor, with the assistance of Public Works staff, will notify businesses and residents in the immediate area prior to any night-time activities, and issue a press release for the week.

Staff also recommends a waiver to the Noise Ordinance for those same night-time activities from Section 42-226 through Section 42-229 of the Town Code of Ordinances.

FUNDING/FISCAL IMPACT

Funding for the Signalization and Mast Arm Upgrades is fully contained within the Accelerated Capital Improvement Program Phase 2 and within the estimated budget.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This Resolution has been reviewed and approved by the Town Attorney for legal form and sufficiency.

Attachments

cc: Eric Brown, P.E., Assistant Director of Public Works
Jane Le Clainche, Finance Director
Patricia Strayer, P.E., Town Engineer
Jason Debrincat, P.E., Senior project Engineer
Michael Roach, P.E., Project Engineer
Dean Mealy, Purchasing Manager

RESOLUTION NO. 44-2018

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AWARDED BID NO. 2018-21 AND APPROVING A CONSTRUCTION CONTRACT TO A.U.M. CONSTRUCTION, INC., FOR THE SIGNALIZATION AND MAST ARM IMPROVEMENTS AT THE BRADLEY PLACE/SUNRISE AVENUE AND CLARKE AVENUE/COCOANUT ROW INTERSECTIONS, IN THE AMOUNT OF \$532,618 AND ESTABLISHING A CONSTRUCTION PHASE BUDGET OF \$586,000.

* * * * *

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 awards Bid No. 2018-21 and approves a construction contract to A.U.M. Construction, Inc., in the amount of \$532,618 for the Signalization and Mast Arm Improvements at the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocoanut Row Intersections, and establishes a construction phase budget of \$586,000 including contingency.

Section 2. The Town Manager is hereby authorized and directed to execute this contract on behalf of the Town of Palm Beach for this improvement.

Section 3. The Town Manager, or his designee, is hereby authorized and directed to take such further actions as may be necessary to effectuate the completion of the said project work, including any necessary change order work as recommended by the Public Works Director.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 10th day of April 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S. W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member







Town of Palm Beach Intersection Improvements
Bradley Place and Sunrise Avenue

EXISTING CONDITIONS





Town of Palm Beach Intersection Improvements
Bradley Place and Sunrise Avenue

PROPOSED IMPROVEMENTS





Town of Palm Beach Intersection Improvements
Bradley Place and Sunrise Avenue



PROPOSED IMPROVEMENTS



TOWN OF PALM BEACH

Bid No. 2018-21
SIGNALIZATION
AND MAST ARMS
TABULATION
Due: 3/16/18 @ 2 p.m.

Vendor:		A.U.M. Construction, Inc.		American Lighting and Signalization, LLC		Florida Safety Contractors, Inc.		PowerCore, Inc.	
Address:		311 W Indiantown Rd Jupiter, FL 33160		11039 East Dave Creek Road Jacksonville, FL 32256		P.O. Box 16628 Tampa, FL 33667		5101 W. Eau Gallie Blvd Melbourne, FL 32934	
Telephone:		305-345-5347		904-896-4300		813-962-9172		321-253-1402	
Fax:		786-556-7422		904-896-4422		813-962-9183		321-253-2308	
Contact:		Humberto Ortiz		Phil Karagiana		Tracie Bellbridge		Tony Zippoli	
E-mail:		h Ortiz@auminc.com							
Item No.	Description	Qty	Unit	Price per Unit	Total	Price per Unit	Total	Price per Unit	Total
GENERAL CONDITIONS									
1	1101.1 MOBILIZATION	1	LS	\$ 25,000.00	\$ 25,000.00	\$ 110,000.00	\$ 110,000.00	\$ 111,700.00	\$ 111,700.00
2	102.1 MAINTENANCE OF TRAFFIC	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 110,000.00	\$ 110,000.00	\$ 31,299.87	\$ 31,299.87
3	PAYMENT AND PERFORMANCE BONDS/INSURANCE	1	LS	\$ 7,000.00	\$ 7,000.00	\$ 8,000.00	\$ 8,000.00	\$ 9,803.92	\$ 9,803.92
4	GENERAL CONTINGENCY	Allowance		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
GENERAL CONDITIONS SUBTOTAL				\$	\$ 77,000.00	\$	\$ 253,000.00	\$	\$ 221,250.00
Signalized Intersection at Bradley Place and Sunrise Avenue									
5	110-4.10 REMOVAL OF EXISTING CONCRETE	162	SY	\$ 40.00	\$ 6,480.00	\$ 11.00	\$ 1,782.00	\$ 25.58	\$ 4,143.96
6	327-TPB MILLING, RESURFACING, AND TEMPORARY MARKING	949	SY	\$ 40.00	\$ 37,960.00	\$ 40.00	\$ 37,960.00	\$ 65.90	\$ 62,539.10
7	425-5 MANHOLE ADJUST	4	EA	\$ 700.00	\$ 2,800.00	\$ 2,700.00	\$ 10,800.00	\$ 660.78	\$ 2,643.12
8	425-6 VALVE BOXES, ADJUST	3	EA	\$ 400.00	\$ 1,200.00	\$ 1,700.00	\$ 5,100.00	\$ 1,500.00	\$ 4,500.00
9	425-11 MODIFY EXISTING DRAINAGE STRUCTURE	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 5,500.00	\$ 5,500.00	\$ 6,803.92	\$ 6,803.92
10	520-2.1 CONCRETE CURB & GUTTER, TYPE F	145	LF	\$ 45.00	\$ 6,525.00	\$ 28.00	\$ 4,060.00	\$ 45.75	\$ 6,633.75
11	520-2.4 CONCRETE CURB, TYPE D	23	LF	\$ 40.00	\$ 920.00	\$ 28.00	\$ 644.00	\$ 43.04	\$ 989.92
12	522-1 CONCRETE SIDEWALK AND DRIVEWAYS, 4" THICK	128	SY	\$ 65.00	\$ 8,320.00	\$ 44.00	\$ 5,632.00	\$ 75.22	\$ 9,628.16
13	527-2 DETECTABLE WARNING	80	SF	\$ 25.00	\$ 2,000.00	\$ 44.00	\$ 3,520.00	\$ 25.16	\$ 2,012.80
14	570-1.2 PERFORMANCE TURF, SOD	18	SY	\$ 40.00	\$ 720.00	\$ 5.00	\$ 90.00	\$ 35.36	\$ 636.48
15	580-1.2 LANDSCAPE COMPLETE - LARGE PLANTS	Allowance		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
16	590-70.1 IRRIGATION SYSTEM REPAIRS	233	LF	\$ 20.00	\$ 4,660.00	\$ 40.00	\$ 9,320.00	\$ 22.10	\$ 5,149.30
17	632-7.1 SIGNAL CABLE - NEW OR RECONSTRUCTED	1	PI	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 6,315.29	\$ 6,315.29
18	632-7.1 SIGNAL CABLE - NEW OR RECONSTRUCTED	1	PI	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 887.53	\$ 887.53
19	633-4.1 SIGNALS COMMUNICATION CABLE-TWISTED PAIR	174	EA	\$ 10.00	\$ 1,740.00	\$ 6.00	\$ 1,044.00	\$ 5.71	\$ 993.54
20	CABLE, FURNISH & INSTALL	2	EA	\$ 700.00	\$ 1,400.00	\$ 700.00	\$ 1,400.00	\$ 1,011.30	\$ 2,022.60
21	635-2.11 PULL & SPLICE BOX, F&I, 13" X 24" COVER SIZE	22	EA	\$ 900.00	\$ 19,800.00	\$ 900.00	\$ 19,800.00	\$ 1,179.14	\$ 26,031.08
22	635-2.12 PULL & SPLICE BOX, F&I, 24" X 36" COVER SIZE	3	EA	\$ 1,100.00	\$ 3,300.00	\$ 2,500.00	\$ 7,500.00	\$ 3,422.68	\$ 10,268.04
23	646-1.1 ALUMINUM SIGNALS POLE, PEDESTAL	1	EA	\$ 900.00	\$ 900.00	\$ 2,500.00	\$ 2,500.00	\$ 3,422.68	\$ 3,422.68
24	646-1.12 ALUMINUM SIGNALS POLE, FURNISH & INSTALL	1	EA	\$ 47,000.00	\$ 47,000.00	\$ 41,000.00	\$ 41,000.00	\$ 47,672.75	\$ 47,672.75
25	649-21.3 STEEL MAST ARM ASSEMBLY, FURNISH AND INSTALL, SINGLE ARM, 40'	1	EA	\$ 65,000.00	\$ 65,000.00	\$ 54,000.00	\$ 54,000.00	\$ 63,123.46	\$ 63,123.46
26	649-28.3 STEEL MAST ARM ASSEMBLY, FURNISH AND INSTALL, 2 ARM, 40'	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 5,000.00	\$ 10,000.00	\$ 3,082.20	\$ 6,164.40
27	SHALLOW FOUNDATION, BOLT ON ATTACHMENT	5	AS	\$ 1,600.00	\$ 8,000.00	\$ 900.00	\$ 4,500.00	\$ 837.31	\$ 4,186.55
28	650-1.34 TRAFFIC SIGNAL, FURNISH & INSTALL	1	AS	\$ 2,100.00	\$ 2,100.00	\$ 1,500.00	\$ 1,500.00	\$ 1,565.69	\$ 1,565.69
29	650-1.39 TRAFFIC SIGNAL, FURNISH & INSTALL	2	AS	\$ 800.00	\$ 1,600.00	\$ 600.00	\$ 1,200.00	\$ 606.52	\$ 1,213.04
30	653-1.11 PEDESTRIAN SIGNAL, FURNISH & INSTALL LED	2	AS	\$ 1,300.00	\$ 2,600.00	\$ 1,300.00	\$ 2,600.00	\$ 1,178.08	\$ 2,356.16
31	653-1.12 PEDESTRIAN SIGNAL, FURNISH & INSTALL LED	3	EA	\$ 1,250.00	\$ 3,750.00	\$ 1,500.00	\$ 4,500.00	\$ 1,586.88	\$ 4,760.64
32	660-4.42 VEHICLE DETECTION SYSTEM, VIDEO, RELOCATE ABOVE GROUND EQUIPMENT	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 3,173.75	\$ 3,173.75
33	663-1.00 SIGNAL PRIORITY & PREEMPTION SYSTEM, RELOCATE	6	EA	\$ 2,100.00	\$ 12,600.00	\$ 1,500.00	\$ 9,000.00	\$ 1,096.07	\$ 6,576.42
34	665-1.12 PEDESTRIAN DETECTOR, FURNISH & INSTALL	1	AS	\$ 29,000.00	\$ 29,000.00	\$ 25,000.00	\$ 25,000.00	\$ 33,164.68	\$ 33,164.68
35	670-5.530 TRAFFIC CONTROLLER ASSEMBLY, F&I, NEMA	1	AS	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 1,183.37	\$ 1,183.37
36	670-5.600 TRAFFIC CONTROLLER ASSEMBLY, REMOVE CONTROLLER WITH CABINET	1	AS	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 1,183.37	\$ 1,183.37
37	700-1.11 SINGLE POST SIGN, F&I GROUND MOUNT, UP TO 12 SF	1	AS	\$ 500.00	\$ 500.00	\$ 900.00	\$ 900.00	\$ 645.52	\$ 645.52
38	700-1.60 SINGLE POST SIGN, REMOVE	1	AS	\$ 50.00	\$ 50.00	\$ 100.00	\$ 100.00	\$ 73.96	\$ 73.96
39	711-11.123 THERMOPLASTIC, STANDARD, WHITE, SOLID, 12" FOR CROSSWALK AND ROUNDABOUT	223	LF	\$ 6.50	\$ 1,449.50	\$ 2.00	\$ 446.00	\$ 5.23	\$ 1,166.29
40	711-11.124 THERMOPLASTIC, STANDARD, WHITE, SOLID, 12" FOR CROSSWALK AND ROUNDABOUT	27	LF	\$ 10.00	\$ 270.00	\$ 3.00	\$ 81.00	\$ 3.92	\$ 105.84
41	711-11.125 THERMOPLASTIC, STANDARD, WHITE, SOLID, 24" FOR STOP LINE AND CROSSWALK	173	LF	\$ 9.00	\$ 1,557.00	\$ 4.00	\$ 692.00	\$ 13.07	\$ 2,261.11
42	711-11.170 THERMOPLASTIC, STANDARD, WHITE, ARROW	1	EA	\$ 150.00	\$ 150.00	\$ 80.00	\$ 80.00	\$ 130.72	\$ 130.72
43	711-11.224 THERMOPLASTIC, STANDARD, YELLOW, SOLID, 18" FOR DIAGONAL OR CHEVRON	42	LF	\$ 10.00	\$ 420.00	\$ 3.00	\$ 126.00	\$ 3.92	\$ 164.64
44	711-16.101 THERMOPLASTIC, STANDARD-OTHER SURFACES, WHITE, SOLID, 6"	269	LF	\$ 3.50	\$ 941.50	\$ 1.00	\$ 269.00	\$ 2.61	\$ 702.09
45	711-16.201 THERMOPLASTIC, STANDARD-OTHER SURFACES, YELLOW, SOLID, 6"	494	LF	\$ 3.50	\$ 1,729.00	\$ 1.00	\$ 494.00	\$ 2.61	\$ 1,289.34
SUBTOTAL FOR BRADLEY/SUNRISE INTERSECTION				\$	\$ 283,972.00	\$	\$ 271,940.00	\$	\$ 321,679.85



TOWN OF PALM BEACH

Bid No. 2018-21
SIGNALIZATION
AND MAST ARMS
TABULATION
Due: 3/16/18 @ 2 p.m.

Vendor:						A.U.M. Construction, Inc.	American Lighting and Signalization, LLC	Florida Safety Contractors, Inc.	PowerCore, Inc.
Address:						311 W Indiantown Rd4 Jupiter, FL 33160	11639 East Davis Creek Road Jacksonville, FL 32256	P O Box 18628 Tampa, FL 33667	5101 W Eau Gallie Blvd Melbourne, FL 32954
Telephone:						305-345-5347	904-986-4300	813-982-9172	321-253-1402
Fax:						786-558-7422	904-986-4422	813-982-9183	321-253-2308
Contact:						Humberto Ortiz	Phil Karaganas	Tracee DeBridge	Tony Zippel
E-mail:						info@aumc.us			
Item No.	Description	Qty	Unit	Price per Unit	Total	Price per Unit	Total	Price per Unit	Total
Signalized Intersection at Clark Avenue and Cocoanut Row									
46	110-4-10 REMOVAL OF EXISTING CONCRETE	60	SY	\$ 40.00	\$ 2,400.00	\$ 22.00	\$ 1,320.00	\$ 25.58	\$ 1,534.80
47	327-17B MILLING, RESURFACING, AND TEMPORARY MARKING	677	SY	\$ 40.00	\$ 27,080.00	\$ 40.00	\$ 27,080.00	\$ 67.99	\$ 46,029.23
48	425-5 MANHOLE, ADJUST	7	EA	\$ 700.00	\$ 4,900.00	\$ 2,800.00	\$ 19,600.00	\$ 660.78	\$ 4,625.46
49	425-6 VALVE BOXES, ADJUST	1	EA	\$ 400.00	\$ 400.00	\$ 1,700.00	\$ 1,700.00	\$ 150.00	\$ 150.00
50	520-1-10 CONCRETE CURB & GUTTER, TYPE F	70	LF	\$ 45.00	\$ 3,150.00	\$ 30.00	\$ 2,100.00	\$ 45.75	\$ 3,202.50
51	522-1 CONCRETE SIDEWALK AND DRIVEWAYS, 4" THICK	42	SY	\$ 65.00	\$ 2,730.00	\$ 40.00	\$ 1,680.00	\$ 75.22	\$ 3,159.24
52	527-2 DETECTABLE WARNINGS	29	SF	\$ 40.00	\$ 1,160.00	\$ 44.00	\$ 1,276.00	\$ 25.16	\$ 728.64
53	570-1-2 PERFORMANCE TURF, SOD	35	SY	\$ 25.00	\$ 875.00	\$ 11.00	\$ 385.00	\$ 35.36	\$ 1,237.60
54	980-1-2 LANDSCAPE COMPLETE - LARGE PLANTS	Allowance		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
55	980-70-1 IRRIGATION SYSTEM REPAIRS	Allowance		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
56	932-7-11 CONDUIT, FURNISH & INSTALL, OPEN TRENCH	131	LF	\$ 20.00	\$ 2,620.00	\$ 40.00	\$ 5,240.00	\$ 23.74	\$ 3,109.94
57	932-7-1 SIGNAL CABLE - NEW OR RECONSTRUCTED INTERSECTION, FURNISH & INSTALL	1	PI	\$ 6,000.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,947.06	\$ 3,947.06
58	932-7-6 SIGNAL CABLE - REMOVE - INTERSECTION	1	PI	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 887.53	\$ 887.53
59	932-7-7 SIGNAL CABLE - REMOVE - OUTSIDE OF INTERSECTION	500	LF	\$ 0.50	\$ 250.00	\$ 1.00	\$ 500.00	\$ 1.48	\$ 740.00
60	933-8-1 SIGNALS COMMUNICATION CABLE-TWISTED PAIR CABLE, FURNISH & INSTALL	634	LF	\$ 10.00	\$ 6,340.00	\$ 5.00	\$ 3,170.00	\$ 4.98	\$ 3,157.32
61	933-8-1 MULTI-CONDUCTOR COMMUNICATION CABLE, FURNISH & INSTALL	749	LF	\$ 2.50	\$ 1,872.50	\$ 20.00	\$ 14,980.00	\$ 5.68	\$ 4,254.32
62	935-2-11 PULL & SPLICE BOX, F&I, 13" x 24" COVER SIZE	1	EA	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 653.57	\$ 653.57
63	935-2-12 PULL & SPLICE BOX, F&I, 24" x 36" COVER SIZE	9	EA	\$ 900.00	\$ 8,100.00	\$ 900.00	\$ 8,100.00	\$ 1,179.14	\$ 10,612.26
64	946-1-11 ALUMINUM SIGNALS POLE, PEDESTAL	2	EA	\$ 1,100.00	\$ 2,200.00	\$ 2,500.00	\$ 5,000.00	\$ 3,422.68	\$ 6,845.36
65	949-21-21 STEEL MAST ARM ASSEMBLY, FURNISH AND INSTALL, SINGLE ARM, 78"	1	EA	\$ 67,750.00	\$ 67,750.00	\$ 65,000.00	\$ 65,000.00	\$ 73,158.77	\$ 73,158.77
66	946-26-3 STEEL MAST ARM ASSEMBLY, REMOVE, SHALLOW FOUNDATION, BOLT ON ATTACHMENT	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,082.20	\$ 3,082.20
67	950-1-34 TRAFFIC SIGNAL, FURNISH & INSTALL, POLYCARBONATE, 3 SECTION, 1 WAY	7	AS	\$ 1,600.00	\$ 11,200.00	\$ 900.00	\$ 6,300.00	\$ 837.31	\$ 5,861.17
68	953-1-11 PEDESTRIAN SIGNAL, FURNISH & INSTALL LED	2	AS	\$ 800.00	\$ 1,600.00	\$ 600.00	\$ 1,200.00	\$ 564.56	\$ 823.00
69	960-4-42 VEHICLE DETECTION SYSTEM, VIDEO, RELOCATE ABOVE-GROUND DETECTOR	3	EA	\$ 1,250.00	\$ 3,750.00	\$ 1,500.00	\$ 4,500.00	\$ 1,586.88	\$ 4,760.64
70	965-1-12 PEDESTRIAN DETECTOR, FURNISH & INSTALL, ACCESSIBLE	2	EA	\$ 2,100.00	\$ 4,200.00	\$ 2,500.00	\$ 5,000.00	\$ 1,096.07	\$ 2,192.14
71	700-1-11 SINGLE POST SIGN, F&I GROUND MOUNT, UP TO 12 SF	1	AS	\$ 500.00	\$ 500.00	\$ 900.00	\$ 900.00	\$ 645.52	\$ 645.52
72	700-1-60 SINGLE POST SIGN, REMOVE	1	AS	\$ 50.00	\$ 50.00	\$ 100.00	\$ 100.00	\$ 73.96	\$ 73.96
73	700-3-207 SIGN PANEL, FURNISH & INSTALL OVERHEAD MOUNT, UP TO 12 SF	1	EA	\$ 800.00	\$ 800.00	\$ 400.00	\$ 400.00	\$ 1,204.99	\$ 1,204.99
74	711-11-123 THERMOPLASTIC, STANDARD, WHITE, SOLID	80	LF	\$ 6.50	\$ 520.00	\$ 2.00	\$ 160.00	\$ 5.23	\$ 418.40
75	711-11-125 THERMOPLASTIC, STANDARD, WHITE, SOLID	46	LF	\$ 9.00	\$ 414.00	\$ 4.00	\$ 184.00	\$ 13.07	\$ 601.22
76	715-4-60 LIGHT POLE COMPLETE, RELOCATE	167	LF	\$ 3.50	\$ 584.50	\$ 1.00	\$ 167.00	\$ 2.61	\$ 435.87
77	715-4-60 LIGHT POLE COMPLETE, RELOCATE	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 8,000.00	\$ 8,000.00	\$ 5,648.16	\$ 5,648.16
SUBTOTAL FOR CLARK/COCOANUT INTERSECTION				\$	171,646.00	\$	198,142.00	\$	199,087.99
TOTAL BID (ITEMS 1-77)				\$	532,618.00	\$	723,082.00	\$	826,726.50
Apparent Awardee				Submitted bid shows a Subtotal of \$272,440.00 (math error)					
Opened by: Duke Bashua				Submitted bid shows a Total of \$723,582.00 (math error)					
Witnessed by:				REMARKS: The 78" mast arm (Item 649-21-1) is too long to be fluted. The pay item is quoted with an FDOT style pole and a decorative base.					

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 045-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Approving a Purchase Order in an Amount of \$63,627.50 to Kimley-Horn And Associates Inc., for Construction Phase Engineering Services for the Mast Arm Replacement and Signalization Improvement Project at the Bradley Place/Sunrise Avenue and Clarke Avenue/Cocoanut Row Intersections, and Establishing a Construction Phase Budget of \$70,000.

Presenter

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

ATTACHMENTS:

- ▣ **Memorandum dated March 26, 2018, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **Resolution No. 45-2018**
- ▣ **Kimley Horn Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Approval of a Purchase Order for Construction Phase Engineering Services for the Mast Arm Replacement and Signalization Improvements – Bradley Place/Sunrise Avenue and Clark Avenue/Cocoanut Row Intersections
Resolution No. 45-2018

DATE: March 26, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 45-2018 approving a purchase order for Construction Phase Engineering Services to Kimley-Horn and Associates, Inc. (KHA), for the Mast Arm Replacement and Signalization Improvements at the Bradley Place/Sunrise Avenue and Clark Avenue/Cocoanut Row intersections in the amount of \$63,627.50 and establishing an engineering services budget of \$70,000, including contingency.

GENERAL INFORMATION

The Town owns, operates, and maintains six (6) signalized intersections within the Town of Palm Beach. The majority of the traffic signal poles in the Town were installed in the early 1970's. These signal poles met the wind load requirements at that time. Since then, the wind load requirements have become more stringent due to the impacts of several hurricanes (Andrew, Charlie, Francis, Jean, and Wilma) that hit South Florida. During Hurricane Wilma, one (1) of the Town's signal poles was blown down. These poles do not meet the current wind load standards. The proposed replacements will meet the current wind load standards and are also a more decorative style pole. The new decorative mast arm and pole, as presented and approved at the July 14, 2015 Town Council meeting, will match those currently in the Town located at the Hammon Avenue, Worth Avenue, and Peruvian Avenue intersections on South County Road.

At the February 10, 2015 Town Council meeting, Town Council ratified the Selection Committee's recommendations for Mast Arm Replacement and Signalization Improvements Design Consultant, RFQ No. 2015-13, and awarded a final design and bid phase services purchase order to KHA to prepare the plans and specifications for the replacement of the existing Town owned 1970's "trombone" style poles. The design contract for the Signalization and Mast Arm Improvements included all Town owned signalized intersections:

- Sunrise Avenue/North County Road completed the summer of 2016
- Sunset Avenue/North County Road completed the summer of 2016
- Bradley Place/ Sunrise Avenue scheduled for the summer of 2018
- Clarke Avenue/Cocoanut Road scheduled for the summer of 2018,
- Pendleton Avenue/Cocoanut Row scheduled for the summer of 2019
- Seabreeze Avenue/Cocoanut Row scheduled for the summer of 2019

The plans and specifications for the remaining Town owned mast arms, Pendleton Avenue/Cocoanut Avenue and Seabreeze Avenue/Cocoanut Row signalized intersections, are complete and will be bid on for a summer 2019 construction.

The Construction Phase Engineering Services will include plan updates, shop drawing reviews, site visits, maintaining daily reports, progress photos, scheduling, conducting meetings, preparing meeting minutes, and assisting staff with onsite observations, inspections, and certification of project completed per design. We have negotiated a Construction Phase Engineering Services contract with KHA in the amount of \$63,627.50. Staff recommends a Construction Phase Engineering Services contingency of ten percent (10%), resulting in a total budget of \$70,000.

FUNDING/FISCAL IMPACT

Funding for the Signalization and Mast Arm Upgrades preliminary, design, bid, and construction phases is fully contained within the Accelerated Capital Improvement Program Phase 2.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This Resolution has been reviewed and approved by the Town Attorney for legal form and sufficiency. The Town Attorney will review the Professional Services agreements for legal form and sufficiency prior to execution by the Town Manager.

Attachments

cc: Jane Le Clainche, Finance Director
 Patricia Strayer, P.E., Town Engineer
 Jason Debrincat, P.E., Senior Project Engineer
 Michael Roach, P.E. Project Engineer
 Dean Mealy, Purchasing Manager

RESOLUTION NO. 45-2018

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH,
PALM BEACH COUNTY, FLORIDA, APPROVING A PURCHASE ORDER IN
AN AMOUNT OF \$63,627.50, TO KIMLEY-HORN AND ASSOCIATES INC., FOR
CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE MAST ARM
REPLACEMENT AND SIGNALIZATION IMPROVEMENT PROJECT AT THE
BRADLEY PLACE /SUNRISE AVENUE AND CLARK AVENUE/COCOANUT
ROW INTERSECTIONS, AND ESTABLISHING A CONSTRUCTION PHASE
BUDGET OF \$70,000.

* * * * *

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 a purchase order in an
amount of \$63,627.5 to Kimley-Horn and Associates, Inc., for construction phase engineering services for
the Mast Arm Replacement and Signalization Improvement Project at Bradley Place/Sunrise Avenue and
Clark Avenue/Cocoanut Row intersections, and establishes a construction phase engineering services budget
of \$70,000.

Section 2. The Town Manager is hereby authorized to execute a purchase order on behalf of
the Town of Palm Beach for these improvements, and is authorized to approve additional tasks, as
necessary, within budget.

Section 3. The Town Manager, or his designee, is hereby authorized and directed to take such
further actions as may be necessary to effectuate the completion of the said project work, including any
necessary change order work as recommended by the Public Works Director.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of
Palm Beach assembled this 10th day of April 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S. W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member



March 16, 2018

Mr. Michael A. Roach, P.E.
Town of Palm Beach
951 Old Okeechobee Road, Ste. "A"
West Palm Beach, FL 33401

Re: FY 2018 Signals Construction Phase Services

Dear Mike,

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 engineering services related to construction administration for the *FY 2018 Signals* project. Our Project Understanding, Scope of Services, and Fee follow.

Project Understanding

The Town has completed the design phase to replace the traffic signals at the intersections of Coconut Row and Clarke Avenue as well as Bradley Place and Sunrise Avenue in FY 2018. The Town has requested that Kimley-Horn provide construction phase services for the project.

Based on this understanding, we offer the following Scope of Services.

Scope of Services

Kimley-Horn will provide the services specifically set forth below.

Pre-Construction Conference. Kimley-Horn will conduct a Pre-Construction Conference prior to commencement of construction activity.

Progress Meetings. Kimley-Horn will conduct weekly progress meetings during the first three months of the project duration and bi-weekly progress meetings during the second three months of the project duration (up to 18 meetings).

Visits to Site and Observation of Construction. Kimley-Horn will visit the site an average of twice per week during the six-month project duration in order to observe the progress of the work (up to 48 visits). Such observations will not be exhaustive or extend to every aspect of Contractor's work. Observations will be limited to spot checking, selective measurement, and similar methods of general observation. Based on information obtained during site visits, Kimley-Horn will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and Kimley-Horn will keep the Town informed of the general progress of the work.

Kimley-Horn will not supervise, direct, or have control over Contractor's work, nor shall Kimley-Horn have authority to stop the Work or have responsibility for the means, methods, techniques, equipment choice and usage, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for any failure of Contractor to comply with any laws. Kimley-Horn

does not guarantee the performance of any Contractor and has no responsibility for Contractor's failure to perform its work in accordance with the Contract Documents.

Recommendations with Respect to Defective Work. Kimley-Horn will recommend to the Town that Contractor's work be disapproved and rejected while it is in progress if, on the basis of its observations, Kimley-Horn believes that such work will not produce a completed Project that generally conforms to the Contract Documents.

Clarifications and Interpretations. Kimley-Horn will respond to reasonable and appropriate Contractor requests for information and issue necessary clarifications and interpretations of the Contract Documents. Any orders authorizing variations from the Contract Documents will be made by the Town.

Change Orders. Kimley-Horn may recommend Change Orders to the Town, and will review and make recommendations related to Change Orders submitted or proposed by the Contractor.

Shop Drawings and Samples. Kimley-Horn will review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, schedules, or procedures of construction or to related safety programs.

Substitutes and "or-equal." Kimley-Horn will evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor in accordance with the Contract Documents.

Inspections and Tests. Kimley-Horn may require special inspections or tests of Contractor's work as Kimley-Horn deems appropriate, and may receive and review certificates of inspections within Kimley-Horn's area of responsibility or of tests and approvals required by laws or the Contract Documents. Kimley-Horn's review of certificates will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not be an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Contract Documents. Kimley-Horn shall be entitled to rely on the results of such tests.

Disagreements between Client and Contractor. Kimley-Horn will, if requested by the Town, render written decision on all claims of the Town and Contractor relating to the acceptability of Contractor's work or the interpretation of the requirements of the Contract Documents. In rendering decisions, Kimley-Horn shall be fair and not show partiality to Town or Contractor and shall not be liable in connection with any decision rendered in good faith.

Applications for Payment. Based on its observations and on review of applications for payment and supporting documentation, Kimley-Horn will determine amounts that Kimley-Horn recommends Contractor be paid. Such recommendations will be based on Kimley-Horn's knowledge, information and belief, and will state whether in Kimley-Horn's opinion Contractor's work has progressed to the point indicated, subject to any qualifications stated in the recommendation. For unit price work, Kimley-Horn's recommendations of payment will include determinations of quantities and classifications of Contractor's work, based on observations and measurements of quantities provided with pay requests. Kimley-Horn's recommendations will not be a representation that its observations to check Contractor's work have been exhaustive, extended to every aspect of Contractor's work, or involved detailed inspections.

Substantial Completion. Kimley-Horn will, after notice from Contractor that it considers the Work ready for its intended use, in company with the Town and Contractor, conduct a site visit to determine if the Work is substantially complete. Work will be considered substantially complete following satisfactory completion of all items with the exception of those identified on a final punch list.

Final Notice of Acceptability of the Work. Kimley-Horn will conduct a final site visit to determine if the completed Work of Contractor is generally in accordance with the Contract Documents and the final punch list so that Kimley-Horn may recommend final payment to Contractor. Accompanying the recommendation for final payment, Kimley-Horn shall also provide a notice that the Work is generally in accordance with the Contract Documents to the best of Kimley-Horn's knowledge, information, and belief based on the extent of its services and based upon information provided to Kimley-Horn.

Additional Services

Any services not specifically provided for in the above scope, as well as any changes in the scope requested by the Town or extensions to the schedule noted below, will be considered additional services and will be performed based on proposals approved prior to performance of the additional services.

Information and Services Provided by the Town

The following information and services shall be provided to Kimley-Horn by the Town:

- Access to the site

Schedule

Kimley-Horn will perform the scope of services above as expeditiously as practical to meet a mutually-agreed-upon schedule. It is anticipated that services will begin in May 2018. The project is expected to be complete in October 2018. Fees for engineering services are based on these durations.

Fee

Kimley-Horn will perform the scope of services on an hourly basis in accordance with our contract with the Town. It is recommended that a budget of \$63,627.50 be established for this work.

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 January 27, 2016, 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" 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 fee described above.

We appreciate the opportunity to provide these services to you. Please contact me at (561) 840-0843 or brett.johnson@kimley-horn.com should you have any questions.

Sincerely,



By: Kevin Schanen, P.E.
Vice President



Brett Johnson, P.E.
Project Manager

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 046-2018 A Resolution of the Town Council of the Town Of Palm Beach, Palm Beach County, Florida, Awarding Bid No. 2018-26 for the Mid-Town Bathroom and Lifeguard Building Repairs and Approving a Construction Contract to Creative Contracting Group, in the Amount of \$115,000 and Establishing a Construction Phase Budget of \$126,000.

Presenter

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

ATTACHMENTS:

- ▣ **Memorandum dated March 25, 2018, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **Resolution No. 46-2018**
- ▣ **Bid Tab Sheet**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Award Bid No. 2018-26 and Approve a Construction Contract for the Mid-Town Bathroom and Lifeguard Building Repairs
Resolution No. 46-2018

DATE: March 25, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 46-2018 awarding Bid No. 2018-26 and approving a construction contract to Creative Contracting Group in an amount of \$115,000 for construction of the Mid-Town Bathroom and Lifeguard Building Repairs and establishing a construction phase budget of \$126,000, including contingency.

GENERAL INFORMATION

The Mid-Town Bathroom and Lifeguard Building is located within the Town of Palm Beach on the east side of the South Ocean Boulevard and north of the Chilean Avenue intersection. The building is used as a public bathroom on the northern portion and also as a station for the lifeguard staff on the southern portion. In March 2017, Kimley-Horn & Associates, Inc. (KHA) completed an assessment of the Mid-Town Bathroom and Lifeguard Building. The results conveyed a significant amount of structural damage that is in urgent need of repair. KHA has prepared and submitted plans/specifications to the Town that will address and correct the building's deficiencies. The plans/specifications have been sent out for public bid by the Town's Purchasing Division and the recommendation, as part of this Resolution, is to award a construction contract to Creative Contracting Group to complete the Mid-Town Bathroom and Lifeguard Building Repairs.

The Town received three (3) quotes on March 21, 2018 (a copy of the tabulation sheet is attached). The quotes ranged from \$115,000 to \$190,400. The low, responsive, responsible bidder was Creative Contracting Group in the amount of \$115,000. With Purchasing's assistance, staff negotiated a construction contract with Creative Contracting Group in the amount of \$115,000 for the scope of services and repairs identified in the KHA bid set plans dated January 2018. Staff recommends awarding a construction contract to Creative Contracting Group, for the bid amount of \$115,000, and establishing a construction phase budget of \$126,000.

FUNDING/FISCAL IMPACT

The cost for the repairs is below our anticipated budget and funding for the construction phase for the Mid-Town Bathroom and Lifeguard Building Repairs contained within the Town's Accelerated Capital Improvement Program-Phase II budget.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended. Purchasing had solicited bids in the Palm Beach Post, and online through Demand Star and Public Purchase.

Through Demand Star 454 registered contractors received notice of the bid of which, 24 plan holders were noted and through Public Purchase, 532 vendors received notice of the bid of which 24 plan holders were noted.

The low responsive, responsible bidder Creative Contracting is a first time bidder for the Town.

TOWN ATTORNEY REVIEW

This Resolution has been reviewed and approved by the Town Attorney for legal form and sufficiency.

Attachments

cc: Jane Le Clainche, Finance Director
Eric Brown, P.E., Assistant Director of Public Works
Patricia Strayer, P.E., Town Engineer
Jason Debrincat, P.E., Senior Project Engineer
Brett Madison, Facilities Maintenance Division Manager
Dean Mealy, Purchasing Manager

RESOLUTION NO. 46-2018

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AWARDED BID NO. 2018-26 FOR THE MID-TOWN BATHROOM AND LIFEGUARD BUILDING REPAIRS AND APPROVING A CONSTRUCTION CONTRACT TO CREATIVE CONTRACTING GROUP, IN THE AMOUNT OF \$115,000 AND ESTABLISHING A CONSTRUCTION PHASE BUDGET OF \$126,000.

* * * * *

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 a purchase order for Creative Contracting Group in an amount of \$115,000 for construction of the Mid-Town Bathroom and Lifeguard Building Repairs and establishing a construction phase budget of \$126,000, including contingency.

Section 2. The Town Manager is hereby authorized to execute a purchase order on behalf of the Town of Palm Beach for these improvements, and is authorized to approve additional tasks, as necessary, within budget.

Section 3. The Town Manager, or his designee, is hereby authorized to take such further actions as may be necessary to effectuate the completion of the said project, including any necessary change order work as recommended by the Public Works Director.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 10th day of April 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S. W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member



TOWN OF PALM BEACH
Bid No. 2018-26
MID-TOWN BEACH RESTROOM RENOVATION
TABULATION
 Due: 3/21/18 @ 2 p.m.

		Vendor:		Creative Contracting Group		TCS Contracting Corp.		Waypoint Contracting, Inc.	
Address:		3141 Fortune Way, Suite 16 Wellington, FL 33414		3750 NW 28 St. Miami, FL 33142		1324 NW 29th St. Miami, FL 33142			
Telephone:		561-333-1445		305-756-8700		786-608-1406			
Fax:		561-333-7894							
Contact:		Lisa Addis		Timothy Smith		Katrina Gonzalez			
Item No.	Description	Qty	Unit	Price per Unit	Total	Price per Unit	Total	Price per Unit	Total
1	MOBILIZATION/DEMOLITION	1	LS	\$ 5,800.00	\$ 5,800.00	\$ 4,400.00	\$ 4,400.00	\$ 15,075.32	\$ 15,075.32
2	BONDS AND INSURANCE	1	LS	\$ 3,700.00	\$ 3,700.00	\$ 7,000.00	\$ 7,000.00	\$ 2,697.44	\$ 2,697.44
3	CONCRETE CRACK REPAIR	60	LF	\$ 116.67	\$ 7,000.00	\$ 500.00	\$ 30,000.00	\$ 84.50	\$ 5,070.00
4	CONCRETE SPALL AND DELAMINATION REPAIR	20	CF	\$ 450.00	\$ 9,000.00	\$ 1,500.00	\$ 30,000.00	\$ 633.75	\$ 12,675.00
5	CONCRETE SPALL AND REINFORCEMENT REPAIR	5	CF	\$ 1,000.00	\$ 5,000.00	\$ 2,000.00	\$ 10,000.00	\$ 760.50	\$ 3,802.50
6	SUN DECK SURFACE REPAIR	1	LS	\$ 11,000.00	\$ 11,000.00	\$ 18,000.00	\$ 18,000.00	\$ 16,055.00	\$ 16,055.00
7	EXTERIOR BUILDING REFINISHING	1	LS	\$ 9,000.00	\$ 9,000.00	\$ 12,000.00	\$ 12,000.00	\$ 16,900.00	\$ 16,900.00
8	INTERIOR BUILDING REFINISHING	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,225.00	\$ 4,225.00
9	INTERIOR CORNER CAULKING	1	LS	\$ 500.00	\$ 500.00	\$ 3,000.00	\$ 3,000.00	\$ 2,535.00	\$ 2,535.00
10	TOP SLAB OVERHANG REPAIR WITH REBAR REPLACEMENT	20	CF	\$ 250.00	\$ 5,000.00	\$ 500.00	\$ 10,000.00	\$ 760.50	\$ 15,210.00
11	NORTH WALL REPAIR	1	LS	\$ 11,000.00	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00	\$ 8,450.00	\$ 8,450.00
12	GUARDRAIL RESTORATION	1	LS	\$ 3,500.00	\$ 3,500.00	\$ 10,000.00	\$ 10,000.00	\$ 2,602.60	\$ 2,602.60
13	REPAINT HANDRAILS	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 8,000.00	\$ 8,000.00	\$ 1,098.50	\$ 1,098.50
14	TOPPER SLAB JOINT REPAIR	160	LF	\$ 43.75	\$ 7,000.00	\$ 50.00	\$ 8,000.00	\$ 59.15	\$ 9,464.00
15	TOP SLAB CRACK REPAIR	ALLOWANCE		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
16	NORTH WALL REPAIR	ALLOWANCE		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
TOTAL				\$	115,500.00	\$	190,400.00	\$	140,860.36

Opened by: John Cmar
 Witnessed by: Dean Mealy

Apparent Awardee

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Resolutions

Agenda Title

RESOLUTION NO. 047-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Approving a Purchase Order for Construction Phase Engineering Services to Kimley-Horn and Associates, Inc., in an Amount of \$21,928.75 for the Mid-Town Bathroom Repairs, and Establishing a Construction Phase Engineering Services Budget of \$25,000.

Presenter

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

ATTACHMENTS:

- ▣ **Memorandum dated March 25, 2018, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **Resolution No. 47-2018**
- ▣ **Kimley Horn Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Approve a Purchase Order for Construction Phase Engineering Services for the Mid-Town Bathroom Repairs
Resolution No. 47-2018

DATE: March 25, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 47-2018 approving a purchase order to Kimley-Horn and Associates, Inc. (KHA), for construction phase engineering services in the amount of \$21,928.75 for the Mid-Town bathroom repairs and establishing a construction phase engineering services budget of \$25,000.00, including contingency.

GENERAL INFORMATION

The Mid-Town beach restroom and lifeguard building is located within the Town of Palm Beach on the east side of the South Ocean Boulevard and Chilean Avenue intersection. The building is used as a public restroom on the north end as well as a station for the lifeguard staff on the south end. In March 2017, KHA completed an assessment of the Mid-Town beach restroom and lifeguard building. The results conveyed a significant amount of structural damage that is in urgent need of repair. KHA has prepared and submitted plans/specifications to the Town that will address and correct the building's deficiencies. The plans/specifications have been sent out for public bid by the Town's Purchasing Division and the recommendation, as part of this Resolution, is for KHA to oversee and inspect the Mid-Town bathroom repairs during construction.

Staff has negotiated the KHA proposal for construction phase engineering services in the amount of \$21,928.75. Staff also recommends a contingency of \$3,071.25, resulting in a total construction phase engineering services budget of \$25,000.00.

FUNDING/FISCAL IMPACT

Funding for the construction phase engineering services for the Mid-Town bathroom repairs is contained within the Town's Accelerated Capital Improvement Program-Phase II budget.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This Resolution has been reviewed and approved by the Town Attorney for legal form and sufficiency.

Attachments

cc: Jane Le Clainche, Finance Director
Eric Brown, P.E., Assistant Director of Public Works
Patricia Strayer, P.E., Town Engineer
Jason Debrincat, P.E., Senior Project Engineer
Brett Madison, Facilities Maintenance Division Manager
Dean Mealy, Purchasing Manager

RESOLUTION NO. 47-2018

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH,
PALM BEACH COUNTY, FLORIDA, APPROVING A PURCHASE ORDER FOR
CONSTRUCTION PHASE ENGINEERING SERVICES TO KIMLEY-HORN
AND ASSOCIATES, INC., IN AN AMOUNT OF \$21,928.75 FOR THE MID-
TOWN BATHROOM REPAIRS, AND ESTABLISHING A CONSTRUCTION
PHASE ENGINEERING SERVICES BUDGET OF \$25,000.

* * * * *

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 a purchase order for Kimley-Horn and Associates, Inc., in an amount of \$21,928.75 for the Mid-Town bathroom repairs and establishing a construction phase engineering budget of \$25,000, including contingency.

Section 2. The Town Manager is hereby authorized to execute a purchase order on behalf of the Town of Palm Beach for these improvements, and is authorized to approve additional tasks, as necessary, within budget.

Section 3. The Town Manager, or his designee, is hereby authorized to take such further actions as may be necessary to effectuate the completion of the said project, including any necessary change order work as recommended by the Public Works Director.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 10th day of April 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S. W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member



March 16, 2018

Mr. Jason Debrincant, P.E.
Town of Palm Beach
951 Old Okeechobee Road
Suite A
West Palm Beach, FL 33401

RE: *Construction Phase Services Proposal – Midtown Bathroom Repairs*

Dear Jason,

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 during the construction phase of the Midtown Beach Bathroom buildings repairs in the Town of Palm Beach. Our project understanding, scope of services, and fee follows.

Project Understanding

Structural deficiencies such as settlements and cracking were identified at the existing Beach Bathroom Building located on S. Ocean Blvd. at Mid-Town Beach. Kimley-Horn reviewed the deficiencies in the field and developed repair recommendations that are described in a memorandum dated March 24, 2017. The Town then asked Kimley-Horn to prepare repair plans and specifications for public bidding based on the recommendations described in the memorandum, which were completed in October 2017. Kimley-Horn has been requested by the Town to provide construction phase services for the proposed building repairs. The project is expected to begin by May 2018 and is expected to achieve final completion by July 2018.

Scope of Services

Construction Phase Services

Kimley-Horn will provide construction phase services as specifically stated below:

Pre-Construction Services. We will perform the following services prior to commencement of Work at the Site.

- We will attend a Pre-Construction Conference prior to commencement of Work at the Site.

Progress Meetings. Kimley-Horn will attend up to five (5) bi-weekly progress meetings during the anticipated 10-week project construction duration.

Visits to Site and Observation of Construction. Kimley-Horn will provide on-site construction observation services during the construction phase. Kimley-Horn will periodically visit the site during the expected 10-week construction duration in order to observe the progress of the Work (up to 20 total site visits). Such visits and observations by Kimley-Horn are not intended to be exhaustive or to extend

to every aspect of Contractor's work in progress. Observations are to be limited to spot checking, selective measurement, and similar methods of general observation of the Work based on Kimley-Horn's exercise of professional judgment. Based on information obtained during such visits and such observations, Kimley-Horn will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and Kimley-Horn will keep the Town informed of the general progress of the Work.

The purpose of our site visits will be to enable us to better carry out the duties and responsibilities specifically assigned in this Agreement to Kimley-Horn, and to provide the Town a greater degree of confidence that the completed Work will conform in general to the Contract Documents. Kimley-Horn shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall we have authority over or responsibility for the means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, nor for any failure of Contractor to comply with laws and regulations applicable to Contractor's furnishing and performing the Work. Accordingly, Kimley-Horn neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

Clarifications and Interpretations. Kimley-Horn will respond to reasonable and appropriate Contractor requests for information and issue necessary clarifications and interpretations of the Contract Documents to Client as appropriate to the orderly completion of Contractor's work. Any orders authorizing variations from the Contract Documents will be made by the Town.

Change Orders. Kimley-Horn may recommend Change Orders to the Town, and will review and make recommendations related to Change Orders submitted or proposed by the Contractor.

Shop Drawings and Samples. Kimley-Horn will review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs.

Substitutes and "or-equal." Kimley-Horn will evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor in accordance with the Contract Documents, but subject to the provisions of applicable standards of state or local government entities.

Inspections and Tests. Kimley-Horn may require special inspections or tests of Contractor's work as Kimley-Horn deems appropriate, and may receive and review certificates of inspections within Kimley-Horn's area of responsibility or of tests and approvals required by laws and regulations or the Contract Documents.

Kimley-Horn's review of such items will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of

the Contract Documents. Kimley-Horn shall be entitled to rely on the results of such tests and the facts being certified.

Applications for Payment. Based on its observations and on review of applications for payment and accompanying supporting documentation, Kimley-Horn will determine the amounts that Kimley-Horn recommends the Contractor be paid. It is anticipated that three (3) applications for payment will be reviewed. Such recommendations of payment will be in writing and will constitute Kimley-Horn's representation to the Town, based on such observations and review, that, to the best of Kimley-Horn's knowledge, information and belief, Contractor's work has progressed to the point indicated and that such work-in-progress is generally in accordance with the Contract Documents subject to any qualifications stated in the recommendation. In the case of unit price work, Kimley-Horn's recommendations of payment will include determinations of quantities and classifications of Contractor's work, based on observations and measurements of quantities provided with pay requests.

By recommending any payment, Kimley-Horn shall not thereby be deemed to have represented that its observations to check Contractor's work have been exhaustive, extended to every aspect of Contractor's work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to Kimley-Horn in this Agreement. It will also not impose responsibility on Kimley-Horn to make any examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, nor to determine that title to any portion of the work in progress, materials, or equipment has passed to the Town free and clear of any liens, claims, security interests, or encumbrances, nor that there may not be other matters at issue between the Town and Contractor that might affect the amount that should be paid.

Recommendations with Respect to Defective Work. Kimley-Horn will recommend to the Town that Contractor's work be disapproved and rejected while it is in progress if, on the basis of such observations, Kimley-Horn believes that such work will not produce a completed Project that conforms generally to Contract Documents.

Substantial Completion. Kimley-Horn will, promptly after notice from Contractor that it considers the entire Work ready for its intended use, in company with the Town and Contractor, conduct a site visit to determine if the Work is substantially complete. Work will be considered substantially complete following satisfactory completion of all items with the exception of those identified on a final punch list. If after considering any objections of the Town, Kimley-Horn considers the Work substantially complete; Kimley-Horn will notify the Town and Contractor.

Final Notice of Acceptability of the Work. Kimley-Horn will conduct a final site visit to determine if the completed Work of Contractor is generally in accordance with the Contract Documents and the final punch list so that Kimley-Horn may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, Kimley-Horn will also provide a notice that the Work is generally in accordance with the Contract Documents to the best of Kimley-Horn's knowledge, information, and belief based on the extent of its services and based upon information provided to Kimley-Horn upon which it is entitled to rely. We will review and provide comments on the operation and maintenance manuals and project record drawings submitted by the contractor.

Limitation of Responsibilities. Kimley-Horn shall not be responsible for the acts or omissions of any Contractor, or of any of their subcontractors, suppliers, or of any other individual or entity performing or furnishing the Work. Kimley-Horn shall not have the authority or responsibility to stop the work of any Contractor.

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:

- Construction phase services including site visits, progress meeting attendance, pay application review, etc. for construction durations extending past those assumed in this proposal
- Surveying and Mapping
- Record Drawing data collection and development
- Field Engineering
- Off-site improvements.

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.

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 on an hourly basis in accordance with our Contract with the Town. It is recommended that a budget of \$21,928.75 be established for this work. 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 January 27, 2016, 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" 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.



By: Kevin Schanen, P.E.
Vice President

Attachment

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Consent - Other

Agenda Title

Approval of the Selection Committee's Recommendation of the Ranking of Firms for RFP No. 2018-17 for Wi-Fi Services for the Town Docks, With BEACON Digital Media Marina WiFi - MarinaCams Networking Being the Highest Ranked Proposer and Authorizing Permission to Negotiate an Agreement on Behalf of the Town.

Presenter

Beth Zickar, Director of Recreation

ATTACHMENTS:

- ▣ **Memorandum Dated March 26, 2018 from Beth Zickar, Director of Recreation**
- ▣ **Final Ranking Memorandum**
- ▣ **Selection Committee Rankings**
- ▣ **Cost Proposal Tabulation**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Beth Zickar, Director of Recreation

Re: Approval of the Selection Committee's Recommendation for RFP No. 2018-17 Wi-Fi Services for the Town Docks to BEACON Digital Media Marina Wifi - MarinaCams Networking

Date: March 26, 2018

STAFF RECOMMENDATION

Staff recommends the Town Council (1) approve the recommendation of the selection committee's ranking of firms providing proposals for Wifi Services for the Town Docks with BEACON Digital Media Marina Wifi – MarinaCams Networking, being the highest ranked proposer, and (2) authorize staff negotiation with the highest ranked firm by the Selection Committee.

GENERAL INFORMATION

The fiscal year 2018 budget contains funding for the upgrade of the Wifi system at the Town Docks. The specifications for this project included information regarding the potential for a redesign of the docks. Vendors were instructed that the equipment and installation being proposed must be adaptable to the final construction plans, when developed. Staff prepared the RFP and advertised the same on January 28, 2018 and February 4, 2018. The submittal deadline was March 2, 2018. A Selection Committee was created consisting of Patricia Strayer, P.E., Town Engineer, Mike Horn, Dock Master, Charles Kapachinski, IT Manager and Amy Wood, Assistant Director of Finance. Advisors and Facilitators, which were non-voting members, of this committee included Duke Basha, Assistant Purchasing Manager, Beth Zickar, Director of Recreation and John Cmar, Purchasing Coordinator. The Selection Committee met on March 23, 2018, to review the submittals and conduct rankings.

The Selection Committee's evaluations of all proposals and interviews are attached. The Selection Committee ranked the firm BEACON Digital Media Marina WiFi – MarinaCams Networking, as the highest based on their submittal, in response to the RFP. The specific areas that were evaluated included experience of firm and past performance, qualification and detailed technical proposal, capacity to accomplish work, cost consideration and financial health of business. Negotiations with this firm will include, but will not be limited to, monthly services to

be included and cost associated with services. Should these negotiations be unsuccessful, staff will proceed to the second ranked firm.

We plan to complete these negotiations during April and May. A resolution, requesting Town Council's consideration to award this contract, will be placed on the agenda for Town Council no later than June 12, 2018.

FUNDING/FISCAL IMPACT

Funding for this project is contained within the 2018 fiscal year budget. Monthly fees, moving forward, will be contained within the budget for Other Contracted Services. Dock patrons absorb the cost of this service through the Utility Fee each vessel is assessed with their dockage charges.

PURCHASING REVIEW

This procurement has been reviewed and approved by the Purchasing Division of the Finance Department and contract negotiations are hereby recommended with BEACON Digital Media Marina WiFi – MarinaCams Networking, as recommended by the Selection Committee.

Purchasing had originally published the solicitation in the Palm Beach Post, online with Demand Star and Public Purchase. Within Demand Star, 426 vendors were notified of which 17 pulled the plan holder and within Public Purchase, 1,187 vendors were notified of which 56 pulled the plan holder.

cc: Dean Mealy, Purchasing Manager
Selection Committee Members



TOWN OF PALM BEACH

MEMORANDUM

DATE: March 23, 2018

TO: Beth Zickar, Recreation Director

FROM: Dean Mealy, Purchasing Manager 

SUBJECT: Final Ranking – RFP No. 2018-17 – Wi-Fi Services – Town Docks

The Town received proposals from three (3) respondents. On March 23, 2018, the Selection Committee met to consider the submittals. All members of the committee listed below were present except for Duke Basha (Non-Voting):

Selection Committee Members -

Mike Horn - Dock Master
Charles Kapachinski - IT Manager
Patricia Strayer - Town Engineer
Amy Wood – Assistant Director of Finance

Advisors and Facilitators (Non-Voting) -

Beth Zickar – Director of Recreation
Duke Basha – Assistant Purchasing Manager
John Cmar – Purchasing Coordinator

After thorough consideration of the three (3) companies, the Selection Committee arrived at a final ranking as follows:

1. BEACON Digital Media Marina WiFi - MarinaCams Networking
2. CA World Wi-Fi, Inc.
3. PNG Telecommunications Inc - DBA Powernet

It is the recommendation of the Selection Committee to award a contract to BEACON Digital Media Marina WiFi - MarinaCams Networking, after acceptable reference checks, for RFP No. 2018-17 – Wi-Fi Services – Town Docks.

Cc: File: RFP No. 2018-17
John Randolph, Town Attorney
Selection Committee Members

SELECTION COMMITTEE RANKINGS

Committee Member	Mike Horn	Patricia Strayer	Charles Kapachinski	Amy Wood	Total
Company	Rating	Rating	Rating	Rating	Average Rating
1 BEACON Digital Media Marina WiFi - MarinaCams Networking	3.50	3.90	3.70	4.00	3.78
2 CA World Wi-Fi, Inc.	2.90	3.10	2.70	3.80	3.13
3 PNG Telecommunications Inc - DBA Powernet	3.00	2.60	2.70	3.80	3.03



TOWN OF PALM BEACH

RFP NO. 2018-17

WiFi SERVICES - TOWN DOCKS

TABULATION

Line	Description	Vendor:			
		Address:			
		Telephone:			
		Fax:			
		Contact:			
		BEACON Digital Media Marina WiFi - MarinaCams Networking	CA World Wi-Fi, Inc.	PNG Telecommunications Inc. DBA Powernet	
		5 River Road #249	6638 NW 27 Ave	8805 Governors Hill Dr. Suite 250	
		Wilton, CT 6897	Boca Raton, FL 33496	Cincinnati, OH	
		914-522-4426	561-245-7823	513-645-4885	
		(none)	561-241-7021	(none)	
		Russ Schmidt	David Gould	Chris Stevens	
		Amount	Amount	Amount	
1	WI-FI SET UP SERVICES	\$39,985	\$39,966.49	\$39,997	
2	ANNUAL MAINTENANCE FEE			\$995	
3	MONTHLY SERVICE FEE	\$899	\$2,500	\$50	

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Consent - Other

Agenda Title

Waiver to Town Code for 89 Middle Road LLC for an Extension of Time for Installation of Utility Improvements.

Presenter

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

ATTACHMENTS:

- ▣ **Memorandum dated March 27 2018, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **Squire Patton Boggs Letter**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Waiver to Town Code for 89 Middle Road LLC for an Extension of Time for Installation of Utility Improvements

DATE: March 27, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve a waiver to the Town Code of Ordinances, Section 110-37 for 89 Middle Road for an extension of time for the installation of utility improvements.

GENERAL INFORMATION

At the July 12, 2016 Town Council meeting, the five (5) lot Subdivision #1-2017 of 89 Middle Road LLC was approved. Within the development of the subdivision certain utility improvements were required to commence within a six (6) month time period and, subsequently be completed within six (6) months from commencement. A surety, which expires on August 25, 2018, has been provided for the work.

To date, the developer has initiated and replaced the Florida Public Utilities Company gas main. The rerouting and distributing of electric from Florida Power & Light (FPL) is pending. No other improvements were required. Based upon the commencement of the initial work on October 22, 2017, all work was to be completed on or before April 22, 2018. This would require the proposed FPL work to be performed during season. The FPL work remaining, setting transition poles for the underground of the electric; however, would impact traffic on South County Road for a duration of one (1) week. As such, Public Works has requested that this work be deferred until the May 1, 2018, outside of season. Attached, please find a request for a time extension from the applicant.

Town staff recommends a waiver to Section 110-37 of the Town Code of Ordinances to allow for an extension of time of five (5) months. All work shall be complete on or before September 22, 2018.

FUNDING/FISCAL IMPACT

There is no funding/fiscal impact related to this item.

TOWN ATTORNEY REVIEW

This item has been reviewed by the Town Attorney.

Attachment

cc. John C. Randolph, Town Attorney
Patricia Strayer, P.E., Town Engineer
Paul Castro, AICP, Interim Director of Planning, Zoning & Building Dept.
Darrel Donatto, Acting Fire Rescue Chief
Ann-Marie Taylor, Acting Police Chief
Kathleen Dominguez, Town Clerk

February 22, 2018

BY US MAIL & EMAIL: pbrazil@townofpalmbeach.com

Town of Palm Beach
Attention: H. Paul Brazil, P.E., Director of Public Works
Public Works Department
951 Old Okeechobee Road
West Palm Beach, Florida 33401

**Re: 89 Middle Road LLC (the "Company") – Request for Extension of Time for
Installation of Utility Improvements**

Dear Mr. Brazil:

Squire Patton Boggs (US) LLP and the undersigned are legal counsel for the Company. Additionally, the undersigned acts in an official and duly authorized capacity – as Authorized Signatory for the Company.

The Company is developer of the El Bravo – Singer Annex (the "Subdivision"), a subdivision created by the recordation of the Plat of El Bravo – Singer Annex (the "Plat") in Plat Book 124, Pages 116-117, in the Public Records of Palm Beach County, Florida. Recordation of the Plat occurred on August 31, 2017, following the full approval of and consent to of same by the Town of Palm Beach (the "Town"). Within development of the Subdivision the Company is required to construct and otherwise facilitate installation of certain utility infrastructure (the "Utility Improvements"), the full and exact nature and cost of which the Town's Public Works Department has approved. In connection with such required work and the provisions of Section 110-37 of the Town's Code of Ordinances (the "Code"), the Company has provided for issuance in favor of the Town and delivery to the Town of Letter of Credit Number SLC501241 issued by The Northern Trust Company in the amount of \$71,294.85 – the expiry of which is August 25, 2018 (as described, the "Letter of Credit").

This letter requests that the Palm Beach Town Council:

- (a) extend the 6-month deadline established by Section 110-37 of the Code – within which for the Company to complete installation of certain of the Utility Improvements, as further described hereinbelow – for an additional period of five (5) months or such other period of time as shall be deemed necessary and appropriate (as relevant, the "Extension Period") from and after April 22, 2018 (the "Initial Expiry"); and
- (b) agree to forbear from exercising rights pursuant to Section 110-37 of the Code, or

46 Offices in 20 Countries

Squire Patton Boggs (US) LLP is part of the international legal practice Squire Patton Boggs, which operates worldwide through a number of separate legal entities.

otherwise, against the Letter of Credit prior to the end of the Extension Period; and

- (c) consider and act at its first ability – at either its March 2018 or April 2018 meeting – on the requests within (a) and (b).

The Company provides the following details in support of these requests:

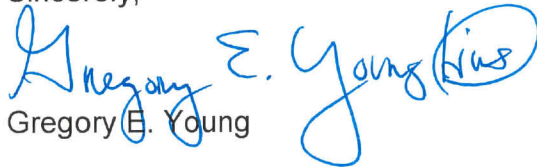
- In connection with approval of the Subdivision and recordation of the Plat, the Company made application for all permitting relevant to installation of the Utility Infrastructure and otherwise coordinated all efforts needed for such work.
- Building Permit Number U-17-00311 (the "Permit") – the only permit required for installation of the Utility Infrastructure – was issued by the Town on October 22, 2017. Section 110-24 of the Code provides that installation of the Utility Work be completed within the six (6) month period following October 22, 2017, i.e., the Initial Expiry.
- Upon issuance of the Permit, all work relevant to installation of the Utility Infrastructure – *except for the installation by Florida Power & Light ("FPL") of the Utility Infrastructure that requires FPL's involvement (the "FPL Work")* – was undertaken and completed by mid-November 2017. Such work was thereafter approved by the Town and the Permit was "finalized" and "closed out" on December 13, 2017.
- At present the FPL Work represents the sole, remaining undertakings necessary for completion of installation of the Utility Infrastructure. Further, the FPL Work requires, exclusively, the actions and undertakings of FPL.
- Due to the impact of Hurricane Irma and the severe backlog of non-emergency work which arose in its aftermath, FPL was only recently able to commit to a date relevant to undertaking of the FPL Work. While the FPL Work could be fully completed prior to the Initial Expiry, the Town's Public Works Department has denied permission for the FPL Work to be undertaken before May 1, 2018 – inasmuch as the FPL Work will require obstruction of South County Road for approximately one (1) a week by 2-3 utility trucks and a crane.
- At all times relevant hereto the Company has been fully diligent in its attempts to complete installation of the Utility Infrastructure.
- In an abundance of caution – so that the FPL Work can be orderly coordinated, commenced, performed, and completed – the Company requests an Extension Period of five (5) months following the Initial Expiry
- If and as necessary, the Company will provide for amendment, extension, renewal and/or replacement of the Letter of Credit beyond its current expiry date – to a date that extends beyond the Extension Period.

At your first ability please advise of the date that these matters may be taken up with the Palm Beach Town Council. We are standing by to address any questions or provide any further information required in connection with the foregoing considerations.

Thank you for your assistance in this matter.

With best regards, I am,

Sincerely,


Gregory E. Young

GEY:jws

cc: Ms. Patricia Strayer (via email: pstrayer@townofpalmbeach.com)
Mr. Paul W. Castro (via email: pcastro@townofpalmbeach.com)
Mr. Craig Hauschild (via email: chauschild@townofpalmbeach.com)
John C. Randolph, Esq. (via email: jrandolph@jonesfoster.com)
Joanne O'Connor, Esq. (via email: joconnor@jonesfoster.com)
Sir Peter Wood (via email)
Adam Bulmer, Esq. (via email)
Mr. Richard Mills (via email)
Mr. Rhon Ernest-Jones (via email)
Mr. Alex Ernest-Jones (via email)

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

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 Fourth on Flagler Event.

Presenter

Kirk W. Blouin, Town Manager

ATTACHMENTS:

- ▣ **Memorandum dated March 29, 2018, from Kirk W. Blouin, Town Manager**
- ▣ **Letter dated March 22, 2018, from Cinde Martin, City of West Palm Beach**
- ▣ **Exhibit to Letter from Cinde Martin**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

From: Kirk Blouin, Town Manager

Re: Request by the City of West Palm Beach for Town Sponsorship in the Amount of \$12,000 for the City's Fourth on Flagler Event

Date: March 29, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council authorize the expenditure of \$12,000 from the FY 2018 General Fund Contingency for the Town to be an official sponsor of the City of West Palm Beach's Fourth on Flagler July 4th Celebration.

GENERAL INFORMATION

Attached is a letter dated March 22, 2018, from Cinde Martin, Marketing Consultant for the City of West Palm Beach, requesting that the Town be an official sponsor of the Fourth on Flagler event. The attachment to Ms. Martin's letter identifies benefits of sponsorship.

The Town has previously sponsored this event, including last year for \$12,000. Since many Palm Beach residents enjoy the Fourth on Flagler fireworks, we believe this Town sponsorship is fair, provides a public benefit, and is good intergovernmental relations. Therefore, staff recommends Town Council approval of this request.

FUNDING/FISCAL IMPACT

If Town sponsorship of the Fourth on Flagler event is approved by the Town Council, the \$12,000 cost for this sponsorship will be expended from the FY 2018 General Fund Contingency Account.

Attachments

KB:gp

cc: Jane Le Clainche, Director of Finance



"The Capital City of the Palm Beaches"

March 22, 2018

Mr. Kirk Blouin
Town of Palm Beach
Correspondence via e-mail

Dear Mr. Blouin,

We are so grateful to have had The Town of Palm Beach's past support for the City of West Palm Beach's 4th on Flagler celebration for so many years. I believe it's been over 15 years now. Thank You.

It's our 30th Anniversary this year and we are respectfully requesting the Town of Palm Beach again serve as a sponsor and donate \$ 12,000.00 to the event. As you know, we serve as the County's largest Fireworks display on the 4th of July.

This year, like last, we are also undertaking a 60-day Summer in Paradise Campaign to include an art-guised message about the affordable housing issue. We communicated with Gwen Peirce about this as well. As part of the celebration we are including trolley and bike tours that include Palm Beach destinations. Discover the Palm Beaches is helping to fund us and will promote Summer in Paradise and our Global Fairy Tale Village to out of market visitors in Florida, Massachusetts, Philadelphia, New York and Chicago.

I've attached an outline of the benefits you will continue to receive as a 4th on Flagler partner. Let me know if you have any other requests. We look forward to working with you on our 30th Anniversary of 4th on Flagler!

Sincerely,

Cinde A. Martin
Marketing Consultant

"An Equal Opportunity Employer"



OFFICIAL SPONSORSHIP
Town of Palm Beach

SATURDAY, JULY 4, 2018

Attendance approximately 120,000+

Join the City Of West Palm Beach for South Florida's largest and best Fourth of July Celebration. Celebrating our 30th year, 4th on Flagler has become the largest, free community celebration in Palm Beach County. This year we will be celebrating Palm Beach County in a BIG way. We invite the Town of Palm Beach to join us in providing this community service for all residents.

The celebration is heavily promoted on television – we are again working with WPBF-TV 25 again and we welcome our radio partners, Alpha Media USA which includes 97.9 WRMF, WIRK 103.1, SUNNY 107.9, BEATZ FM, 840 WFTL, 640 Hurricane Radio and X 102.3 with The Palm Beach Post supplying our print ads. With two stages, a kids area, an art area, delicious food and drink, and of course the grand star – the fireworks – this event is slated for good ole' Americana fun!

Benefits include:

- Right to a Corporate Display Areas; one (1) 10x10 tent on Flagler Drive
- Media Recognition
 - Corporate Inclusion in select print ads to run in The Palm Beach Post
 - Corporate Inclusion in select radio ads to run on Palm Beach Broadcasting
- Website Inclusion
- Collateral Inclusion on 4th on Flagler Collateral
- Prominent Signage at Event; Inclusion on all Sponsor Boards
- VIP Ticket Package for Event
 - 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: April 10, 2018

Section of Agenda

Consent - Other

Agenda Title

Approve a Change Order to the Construction Manager at Risk Contract to Whiting-Turner Contracting Company for the Phipps Ocean Park Restroom Improvements.

Presenter

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

ATTACHMENTS:

- ▯ **Memorandum dated March 27, 2018, from H. Paul Brazil, P.E., Director of Public Works**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Approve a Change Order to the Construction Manager at Risk Contract to Whiting-Turner Contracting Company for the Phipps Ocean Park Restroom Improvements

DATE: March 27, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve a change order to Purchase Order No.171307 and Construction Manager at Risk Contract (CMAR) with Whiting-Turner Contracting Company (WT) to include the Phipps Ocean Park Bathroom Improvement Project.

GENERAL INFORMATION

At the April 13, 2017, Town Council meeting, Council approved a purchase order for the design of the replacement of the Phipps Ocean Park North Restroom. The restroom serves the northern end of Phipps Ocean Park and has been in use for over 20 years and is showing signs of deterioration with its structure, utilities, and equipment. The proposed new restroom is to be similar to the precast restroom buildings that are located in the south end of the Phipps Ocean Park. In addition to replacing the restroom, the project also includes the demolition of the adjacent storage building just east of the restroom. The removal of the old abandoned storage structure will effectively increase “green space” in the park. The project was approved by ARCOM at the December 15, 2017, meeting. Subsequently, the project was presented and approved on January 10, 2018, at the Town Council Development Review meeting.

In lieu of the traditional approach to securing sealed bids for the demolition and construction of the new restroom, WT was asked to competitively bid the project with the hope that the Town would realize mobilization and other savings since WT is already doing work under a CMAR contract for Phase 1 South of the Underground Utilities project. Bids indeed came back favorable at a cost of \$240,363.23, which was significantly less than the \$300,000 + budgeted in the ACIP program.

FUNDING/FISCAL IMPACT

This is a no cost change order utilizing a portion of the funds returned due to the reduced cost of the decorative streetlights.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This Resolution has been reviewed and approved by the Town Attorney for legal form and sufficiency.

Attachment

cc: Jane Le Clainche, Director of Finance
Patricia Strayer, P.E., Town Engineer
Jason Debrincat, P.E., Senior Project Engineer
Jeffrey Sanon, P.E., Project Engineer
Michael Roach, P.E., Project Engineer
Steven Stern, Underground Utilities Manager
Dean Mealy, Purchasing Manager

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Consent - Other

Agenda Title

Weeks Ethics Complaint Against Town Attorney.

Presenter

John C. Randolph, Town Attorney

ATTACHMENTS:

- ▣ **Memorandum dated March 29, 2018, from John C. Randolph, Town Attorney**
- ▣ **Public Report re: Weeks Complaint**
- ▣ **Jones Foster Johnson and Stubbs Invoice**

TOWN OF PALM BEACH

TO: Mayor and Town Council

VIA: Kirk Blouin, Town Manager

FROM: John C. Randolph, Town Attorney

RE: Weeks Ethics Complaint Against Town Attorney

DATE: March 29, 2018

RECOMMENDATION

The Town Attorneys request that Jones, Foster, Johnston & Stubbs, P.A. be reimbursed for its defense against the ethics complaint filed by Jason Weeks against John Randolph.

GENERAL INFORMATION

Jason Weeks, previously a Town employee, was terminated from Town employment after an investigative report concluded that Weeks “did engage in acts of insubordination, disloyalty, intimidation and retaliation against residents, the Council, and the Town Manager.” Subsequent to his termination, Mr. Weeks initiated legal actions against the Town. Included among the actions Mr. Weeks filed was an ethics complaint filed with the State of Florida Commission on Ethics against John Randolph. Scott Hawkins of the firm handled the defense of this matter, which included the necessity of responding to an investigation conducted by the Ethics Commission Staff, filing a written response with the Ethics Commission, and being required to attend a full Ethics Commission hearing in Tallahassee. The Ethics Commission ultimately rendered an opinion, a copy of which is attached. The Ethics Commission’s findings were in favor of Mr. Randolph in regard to all three counts of the complaint filed by Mr. Weeks, and ordered the complaint dismissed.

In regard to an Ethics Commission complaint, if the proceeding arose out of or in connection with the performance of the officer’s official duties and serves a public purpose, the official is entitled to be compensated for the official’s costs and attorney’s fees incurred in defending the complaint. It is clear that this case arose out of and in connection with the Town Attorney’s performance of his official duties and served a public purpose. This case was one of many attacks against the Town and Town officials filed by Mr. Weeks in apparent retribution for his termination from Town employment. On the basis of the above, we request that the Town Council authorize payment of the attached invoice relating to the defense of the ethics complaint.

Thank you for your consideration.

Attachments

DATE FILED

MAR 14 2018

COMMISSION ON ETHICS

BEFORE THE
STATE OF FLORIDA
COMMISSION ON ETHICS

In re JOHN C. RANDOLPH,

Respondent.

Complaint No. 15-182

PUBLIC REPORT

Based on the preliminary investigation of this complaint and on the recommendation of the Commission's Advocate, the Commission on Ethics finds that there is no probable cause to believe the Respondent, as a local government attorney for the Town of Palm Beach, violated Section 112.313(16), Florida Statutes, by referring the Town of Palm Beach's legal work to his law firm; finds that there is no probable cause to believe the Respondent violated Section 112.313(6), Florida Statutes, by referring the Town of Palm Beach's legal work to his law firm without proper authorization; finds that there is no probable cause to believe the Respondent violated Section 112.313(16), Florida Statutes, by authorizing his law firm to go beyond the scope of legal work approved by the Town of Palm Beach; and finds that there is no probable cause to believe the Respondent violated Section 112.313(6), Florida Statutes, by authorizing his law firm to charge the Town of Palm Beach to investigate the Complainant without the Town's approval, as alleged in this complaint.

Accordingly, this complaint is dismissed with the issuance of this public report.

ORDERED by the State of Florida Commission on Ethics meeting in executive session
on March 9, 2018.

March 14, 2018
Date

Michelle Anchors
Michelle Anchors
Chair, Florida Commission on Ethics

cc: Mr. Scott G. Hawkins, Attorney for Respondent
Ms. Melody A. Hadley, Commission Advocate
Mr. Jason E. Weeks, Complainant

MA/bd

Jones, Foster, Johnston & Stubbs, P.A.

**Attorneys and Counselors
Flagler Center Tower, Suite 1100
505 South Flagler Drive
P.O. Box 3475
West Palm Beach, Florida 33402-3475
(561) 659-3000**

IRS# 59-1292566

John C. Randolph
P.O. Box 3475
West Palm Beach, FL 33402

March 27, 2018
Invoice No. 207446
File No. 06165.00048
JCR

State of Florida Commission on Ethics Complaint No. 15-182 (

TOTALS FOR THIS STATEMENT

	<u>RATE</u>	<u>HOURS</u>	<u>AMOUNT</u>
JOHN C. RANDOLPH	250.00	10.00	\$2,500.00
KELSEY E. MEANY	200.00	8.20	\$1,640.00
MATTHEW G. FRIAS	250.00	1.80	\$450.00
SCOTT G. HAWKINS	250.00	39.80	\$9,950.00
 TOTAL FEE THIS INVOICE			 \$14,540.00
 TOTAL COSTS ADVANCED THIS INVOICE			 \$631.64
 TOTAL CHARGES THIS INVOICE			 \$15,171.64
 PREVIOUS BALANCE			 \$0.00
 TOTAL ACCOUNT BALANCE			 \$15,171.64

Jones, Foster, Johnston & Stubbs, P.A.

Randolph, John C.
State of Florida Commission on Ethics Complaint No. 15-182 (

March 27, 2018
Invoice No. 207446
File No. 06165.00048
Page 2

FOR PROFESSIONAL SERVICES RENDERED:

<u>DATE</u>	<u>INDV</u>	<u>DESCRIPTION OF SERVICES</u>	<u>HOURS</u>	<u>AMOUNT</u>
10/08/15	MGF	RECEIVE AND REVIEW ASSIGNMENT FROM J. RANDOLPH RE WEEKS ETHICS COMPLAINT. REVIEW TOWN MINUTES.	0.60	150.00
10/08/15	SGH	REVIEW MINUTES, LEGAL ISSUES RE: TOWN ATTORNEY.	0.20	50.00
10/09/15	MGF	REVIEW WEEKS COMPLAINT	0.50	125.00
10/09/15	MGF	OFFICE CONFERENCE WITH S. HAWKINS , J. RANDOLPH , AND K. RIZZARDI RE WEEKS COMPLAINT AND STRATEGY RE ETHICS INVESTIGATION RESPONSE.	0.70	175.00
10/09/15	SGH	REVIEW COMPLAINT, PROCEDURAL POSTURE, STRATEGY, MEETING WITH J. RANDOLPH .	0.40	100.00
11/02/15	JCR	REVIEW FILES AND PREPARE DRAFT LETTER TO VIRLINDIA DOSS	1.00	250.00
01/12/17	JCR	TELEPHONE CONFERENCE WITH ROBERTO ANDERSON-CORDOVA RE: ETHICS ISSUE	0.20	50.00
01/12/17	JCR	REVIEW FILE AND CORRESPOND TO ROBERTO ANDERSON-CORDOVA	0.50	125.00
01/23/17	JCR	REVIEW FILE IN PREPARATION FOR INTERVIEW WITH ROBERTO ANDERSON CORDOVA	0.40	100.00
01/24/17	SGH	REVIEW STRATEGY WITH J. RANDOLPH.	0.20	50.00
01/24/17	JCR	TELEPHONE CONFERENCE WITH S. HAWKINS	0.20	50.00
01/24/17	JCR	OFFICE CONFERENCE WITH ROBERTO ANDERSON-CORDOVA	1.50	375.00
02/27/17	JCR	CORRESPONDENCE TO ROBERTO ANDERSON-CORDOVA RE: ONGOING INVESTIGATION	0.20	50.00
06/19/17	SGH	REVIEW ETHICS COMMISSION FILING, LETTER, M. COOPER CALL.	0.60	150.00
06/19/17	JCR	RECEIVE AND REVIEW ETHICS INVESTIGATION REPORT	0.40	100.00
06/20/17	KEM	Met with S. Hawkins, did legal research for claim against J. Randolph	1.80	360.00
06/20/17	JCR	REVIEW ORDER AND CONSULT WITH S. HAWKINS	0.80	200.00

Jones, Foster, Johnston & Stubbs, P.A.

Randolph, John C.
State of Florida Commission on Ethics Complaint No. 15-182 (

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06/20/17	JCR	ATTENTION TO ETHICS COMPLAINT	0.40	100.00
06/20/17	SGH	REVIEW RELATED WEEKS FILINGS, SUMMARY JUDGMENT, STATEMENT, STRATEGY RE: RESPONSE.	1.30	325.00
06/21/17	KEM	RESEARCH wrote memo for S. Hawkins regarding complaint against J. Randolph for Town of Palm Beach ethics complaint	3.30	660.00
06/26/17	SGH	REVIEW RESEARCH COMPLAINT , INVOICES, REPORT, FULFORD EMAIL EXTENSION, LETTER TO MILLIE FULFORD.	0.80	200.00
06/27/17	JCR	TELEPHONE CONFERENCE WITH DANIELLE OLSON AND MEETING WITH S. HAWKINS	0.20	50.00
06/27/17	SGH	REVIEW RESPONSE DEADLINE, FACTUAL ISSUES, STATUTE.	0.20	50.00
06/29/17	JCR	TELEPHONE CONFERENCE WITH DANIELLE OLSON AND S. HAWKINS	0.20	50.00
06/29/17	SGH	TELEPHONE CONFERENCE WITH DANIEL OLSON, JCR.	0.20	50.00
06/30/17	SGH	RECEIVE AND REVIEW EMAILS FROM D. OLSON, OLSON NOTES.	0.20	50.00
06/30/17	SGH	REVIEW WEEKS NOTICE OF TERMINATION, INVESTIGATIVE REPORT.	0.80	200.00
07/03/17	SGH	REVIEW COMPLAINT, INVESTIGATIVE REPORT, STATUTES.	0.50	125.00
07/03/17	SGH	PREPARE INITIAL DRAFT RESPONSE.	2.40	600.00
07/05/17	SGH	REVIEW OLSON REPORT RE: WEEKS AND COMPUTER RESOURCES, D. SZARSZEWSKI REPORT, COURT ORDER.	1.30	325.00
07/05/17	SGH	REVIEW STATUTES, RESEARCH.	0.50	125.00
07/05/17	SGH	PREPARE DRAFT RESPONSE.	1.70	425.00
07/05/17	KEM	RESEARCH question on probable cause definition by ethics commission for s. hawkins	3.10	620.00
07/06/17	JCR	REVIEW AND MODIFY RESPONSE TO ETHICS COMPLAINT	1.40	350.00
07/06/17	SGH	REVIEW J. RANDOLPH NOTES, REVISIONS, STATUS, REPORT.	0.90	225.00
07/06/17	SGH	PREPARE REVISED DRAFT RESPONSE.	2.60	650.00

Jones, Foster, Johnston & Stubbs, P.A.

Randolph, John C.
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07/07/17	JCR	TELEPHONE CONFERENCE WITH S. HAWKINS	0.20	50.00
07/07/17	JCR	REVIEW RESPONSE TO ETHICS COMPLAINT	0.80	200.00
07/07/17	SGH	REVIEW ADDITIONAL REVISIONS, FOLLOW UP WITH J. RANDOLPH.	0.20	50.00
07/09/17	JCR	REVIEW AND REVISE RESPONSE TO ETHICS COMPLAINT	1.00	250.00
07/10/17	SGH	REVIEW EXHIBITS TO DRAFT RESPONSE, DISMISSAL NOTICE.	0.40	100.00
07/10/17	SGH	PREPARE AFFIDAVIT, REVISE RESPONSE.	1.10	275.00
08/09/17	SGH	RECEIVE AND REVIEW COMMISSION LETTER, ADVOCATES RECOMMENDATION.	0.30	75.00
08/10/17	SGH	RECEIVE AND REVIEW ADVOCATES RECOMMENDATION RE PROBABLE CAUSE, STRATEGY RE HEARING.	0.20	50.00
08/15/17	SGH	RECEIVE AND REVIEW ADVOCATE RECOMMENDATIONS, HEARING SCHEDULE.	0.20	50.00
08/15/17	SGH	TELEPHONE CONFERENCE WITH MILLIE FULFORD, COMMISSION CLERK.	0.20	50.00
09/01/17	SGH	REVIEW FOR HEARING, RESPONSE, REPORT, ADVOCATE'S RECOMMENDATION.	1.20	300.00
09/01/17	SGH	TELEPHONE CONFERENCE WITH ATTORNEY HADLEY.	0.20	50.00
09/01/17	SGH	TELEPHONE CONFERENCE WITH MILLIE FULFORD, ETHICS COMMISSION.	0.20	50.00
09/05/17	SGH	REVIEW FILE, HEARING PREP.	0.30	75.00
09/05/17	SGH	TELEPHONE CONFERENCE WITH MILLIE FULFORD, COORDINATOR, COMMISSION HEARINGS.	0.20	50.00
09/05/17	SGH	PREPARE MOTION FOR CONTINUANCE.	0.50	125.00
09/06/17	SGH	REVIEW REVISED MOTION FOR CONTINUANCE.	0.20	50.00
09/06/17	SGH	TELEPHONE CONFERENCE WITH MILLIE FULFORD.	0.20	50.00
09/06/17	SGH	RECEIVE AND REVIEW EMAIL FROM MILLIE FULFORD, RESPONSE SENT.	0.20	50.00
09/15/17	SGH	REVIEW HEARING SCHEDULE, CORRESPONDENCE RE MOTION, PLANNING.	0.20	50.00

Jones, Foster, Johnston & Stubbs, P.A.

Randolph, John C.
State of Florida Commission on Ethics Complaint No. 15-182 (

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10/25/17	SGH	REVIEW COMMISSION CORRESPONDENCE NOTICE RE: HEARING, SCHEDULE.	0.20	50.00
11/20/17	SGH	REVIEW HEARING ISSUES, SCHEDULE, CONTINUANCE.	0.20	50.00
11/21/17	SGH	RECEIVE AND REVIEW EMAIL FROM V. DOSS, COMMISSION, NOTICE RE HEARING CHANGE.	0.20	50.00
02/28/18	SGH	REVIEW FILINGS FOR COMMISSION HEARING	0.60	150.00
02/28/18	SGH	TELEPHONE CONFERENCE WITH M. FULFORD, ETHICS COMMISSION, RE: HEARING	0.20	50.00
02/28/18	SGH	TELEPHONE CONFERENCE WITH ASSISTANT ATTORNEY GENERAL MELODY HADLEY RE: HEARING	0.20	50.00
02/28/18	SGH	REVIEW RESPONSE	0.80	200.00
03/07/18	SGH	REVIEW TOWN INVESTIGATIVE REPORT - HEARING PREP.	0.30	75.00
03/08/18	SGH	REVIEW TOWN INVESTIGATION REPORT PRIOR RULINGS AS TO WEEKS; PREP FOR HEARING; WEEKS DOCS, PROVIDE.	6.30	1,575.00
03/09/18	SGH	PREPARE FOR HEARING IN Tallahassee, TRAVEL TO UPD.	9.50	2,375.00
03/09/18	JCR	TELEPHONE CONFERENCE WITH S. HAWKINS RE: RESULTS OF ETHICS HEARING	0.20	50.00
03/12/18	SGH	TELEPHONE CONFERENCE WITH AND TO COMMISSION COORDINATING FULFORD RE: ORDER.	0.20	50.00
03/14/18	SGH	REVIEW FINAL ORDER OF DISMISSAL, EMAIL FOLLOW-UP WITH COMMISSION CLERK, ETC.	0.30	75.00
03/14/18	JCR	RECEIVE AND REVIEW PUBLIC REPORT OF ETHICS COMMISSION DISMISSING CASE	0.20	50.00
03/15/18	JCR	CORRESPONDENCE TO KIRK BLOUIN	0.20	50.00
TOTAL HOURS			59.80	

COSTS ADVANCED

<u>DATE</u>		<u>AMOUNT</u>
03/15/18	CHECK: TRAVEL EXPENSE TRAVEL TO TALLAHASSEE TO ATTEND COMMISSION HEARING 3/8-3/9/18 - SCOTT CG. HAWKINS	631.64
		\$631.64

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Board/Commission Annual Report

Agenda Title

Annual Report of the Architectural Commission.

Presenter

Robert J. Vila, Chair

ATTACHMENTS:

- ▣ **Memorandum Dated March 30, 3018 from Paul Castro, Acting Director of Planning, Zoning & Building**
- ▣ **ARCOM Annual Report**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

From: Paul W. Castro, Acting Director of Planning, Zoning and Building

Re: Annual Report - Architectural Commission

Date: March 30, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council hear the presentation of the Annual Report for 2017 by Mr. Robert J. Vila, Chairman of the Architectural Commission (ARCOM).

GENERAL INFORMATION

Attached is a summary of the activities of ARCOM for the past year. Mr. Robert J. Vila, the Chairman of ARCOM, is prepared to address the Town Council with additional comments regarding the Commission's activities, and to answer any questions.

Attachment

PC:jl

cc:

Architectural Commission (ARCOM)
John Lindgren, AICP, Planning Administrator

ARCOM Commission

Report of Activities for 2017 Calendar Year

ARCOM currently has 10 members (7 regular members & 3 alternates):

- Two members are licensed architects
 - Robert Garrison
 - Nikita Zukov
- One member is a master gardener
 - John David Corey, obtaining classes to become a master gardener

Attendance by commissioners:

- An average of 95% attendance for all meetings during the year; there were a total of 6 absences by commissioners (2 excused, 4 unexcused).

Applications reviewed:

- 105 new Major Items submitted in 2017 (a 31% increase from the previous year) – four were denied, and seven were withdrawn by the applicant.
- 51 new Minor Items submitted in 2017 (a 12% decrease from the previous year) – one was denied, and seven were withdrawn by the applicant.
- 125 Deferrals occurred over the course of the year, many of which were requested by the applicant (a 30% increase from the previous year).
- 35 new homes were reviewed by ARCOM in 2017 (two less than the previous year), of which 22 were approved, two were denied, three were withdrawn and eight were deferred into 2018.
- ARCOM reviewed 37 “Combination Projects” in 2017 (a 54% increase from the previous year) where they made recommendations to Town Council regarding variances needed for the projects.

On behalf of the Commission, staff conducted 406 approvals of minor projects and revisions, which was a slight decrease (5%) from 2016, but still greater than previous years.

Additional projects & accomplishments:

- ARCOM reviewed the submittal deadlines for revisions, and had staff include more details in the agendas for the variances involved with combination projects.
- ARCOM completed its review of a new Town recreation center facility.
- ARCOM continued to review several various types of architecture (including modern/contemporary) over the course of the year, and had to determine if the various styles were too similar or too dissimilar with the surrounding neighborhood in each review. It was a difficult task and one the Commission and the Town will continue to face in

upcoming years, especially given the ever-increasing popularity of the modern/contemporary architecture.

Commissioners remain enthusiastic and engaged in their volunteer service to the Town, and look forward to the continued work of ensuring the high quality of development and redevelopment within the Town.

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Request for a Fourth Extension of the Town's Conditional Abatement Period for Palm House.

Presenter

Cary Glickstein, Receiver

ATTACHMENTS:

- ▣ **Letter dated March 23, 2018 from Gregg Glickstein, Esq.**

LAW OFFICES
GREGG H. GLICKSTEIN, P.A.
54 S. W. BOCA RATON BOULEVARD
BOCA RATON, FLORIDA 33432-5809
TEL: (561) 210-9920 EMAIL: ghgpa@bellsouth.net

Gregg H. Glickstein, Esquire

March 23, 2018

Mayor Gail L. Coniglio, Town of Palm Beach
c/o Kirk Blouin, Town Manager and
Jay Boodheshwar, Deputy Town Manager (via email)
360 S. County Road
Palm Beach, FL 33480

Re: Palm House Receiver's Fourth Request for Extension of Abatement Period for Conditional Abatement of Daily Non-completion Fee for the Palm House Project

Dear Mayor Coniglio and Town Council Members:

Cary Glickstein, as Receiver for the Palm House Property/Project located at 160 Royal Palm Way, respectfully requests the opportunity to show the Council that good cause exists for extending the Town's 120-day abatement period for the conditional abatement of the \$2,000 per day daily fee, originally effective as of December 14, 2016, that was most recently extended by the Council on December 12, 2017 for an additional 120-day period.

As stated in the attached letter from John (Skip) Randolph for the Town, dated January 20, 2017:

On the Receiver's request, a motion was initially made at the Town Council meeting in November 2016 and modified by the Town on December 14, 2016, to reflect the Town's decision to abate the \$2,000 per day daily fee otherwise accruing in accordance with Mr. Page's letter, effective December 14, 2016, contingent upon the utilization of the Funds, as described in the Agreed Order and consistent with the Receivership Order. In the event, however, the Funds are used in a manner inconsistent with the Receivership Order, the abatement shall end; the entire abated amount of daily fees retroactive to December 14, 2016 shall be reinstated; and, daily fees of \$2,000 per day for each day that a violation exists shall continue to accrue in accordance with Mr. Page's letter of February 22, 2013. Subject to the conditions imposed by the Town for abatement of the daily fees, the abatement shall remain in effect for a period of 120 days subject to an extension, for good cause shown, on motion made and approved by the Town Council before the abatement period expires.

As further stated in the attached letter from John Page for the Town, dated April 18, 2017:

March 23, 2018

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The Town Council, at its April 12, 2017 meeting, heard a presentation from Palm House Receiver Cary Glickstein, relative to a request for extension of the conditional fine abatement previously approved on December 14, 2016. At said December meeting the Council temporarily suspended tolling of a \$2,000 daily fine resulting from failure to complete the Palm House project in accordance with previously approved Agreements. The suspension was conditional with a provision for retroactive application of the daily fine if funds were used inconsistently with the receivership order.

Following presentation from Cary Glickstein on April 12, the Town Council approved a "second" 120-day extension of daily fine abatement subject to all of the identical provisions as were imposed on December 14, 2016.

On December 12, 2017, the Receiver appeared before the Town Council in support of the Receiver's November 17, 2017 written request for a second extension of the abatement period set forth in Mr. Randolph's letter, which was unanimously approved by the Council.

Before addressing the Receiver's request for a fourth extension of the abatement period set forth in Mr. Randolph's letter, the Receiver confirms to the Council adherence to the conditions imposed by the Council for the abatement granted as of December 14, 2016.

The initial impetus for the Receiver's efforts to pursue a conditional abatement in October 2016 was the Receiver's anticipated receipt of funds described in that certain Agreed Order Granting Plaintiff's Motion for Appointment of Receiver to Take Custody of Funds in the Federal Court's Registry, dated September 22, 2016, in *Palm House Hotel, LLLP v. Robert Matthews, et al.*, Case No.: 502015CA014480XXXXMB AB, pending in the Circuit Court of Palm Beach County, Florida (the "Agreed Order"). This action is a separate but related action from *Ryan Black v. Gerry Matthews and Palm House, LLC*, Case No.: 502014CA014846XXXXMB AG (the "Receivership Action") in which Cary Glickstein was appointed as receiver for the Palm House Project/Property in July 2015 based on an amended agreed order appointing receiver (the "Receivership Order").

Pursuant to the Agreed Order, proceeds from the private sale of the yacht known as the M/Y ALIBI (the 'Yacht') in the approximate amount of \$2,323,179.95 (the 'Funds') that were previously deposited into the Registry of the Federal Court in Case No. 9:15 CV-81606-KAM, United States District Court for the Southern District of Florida (the 'Federal Case') were delivered to the Receiver.

The Agreed Order appoints Cary Glickstein as Receiver for the Funds. Pursuant to paragraph 5 of the Agreed Order, the Receiver may apply to the Court for utilization of the funds for "reasonable purposes." Based on the Town Council meeting in September 2016, the Receiver intended to apply to the Court, pursuant to the Agreed Order, to utilize the funds to correct the "public safety issues" that were the subject of the Town Council Actions for that Town Council meeting.

March 23, 2018

Page 3

Based on the September 2016 Town Council meeting, the Receiver authorized the Town to inspect the Palm House site and identify public safety issues in need of correction. Mr. Randolph provided the Receiver with a report for that inspection, which is attached to the Receiver's Fourth Quarterly Receiver's Report filed in the Receivership action on October 17, 2016.

Thereafter discussion ensued between the Receiver, Tom Bradford and Eric Brown in an effort to better identify the scope of the work necessary to correct the public safety issues outlined in the Town's inspection report and the estimated cost to complete that corrective work. The Receiver's expressed his intent to incorporate that scope of work and cost information in a motion to the court seeking court permission to use the Funds to reimburse the Town for emergency work completed on its behalf in October 2016 and to pay for completion of the remaining necessary work. In November 2016 the Receiver sought a cost proposal from the Town for completing the balance of work directed to public safety issues/conditions but got no further than an estimate prepared by Hedrick Brothers for the Town for preparing an estimate for that work, as reflected in the a separate exhibit to the Receiver's quarterly report.

As was discussed at that time, the Funds represent a potential source of funding for payment of and/or reimbursement for the cost of the work necessary to correct the subject public safety issues. The Funds also represent a source of funding for the receivership for the non-incoming producing Property that the Receiver has, by and large, been without for the duration of the receivership since July 2015.

In an effort to secure the Funds for purposes of the receivership, the Receiver sought from the Council an abatement of the daily fee being assessed against the Palm House Property for an initial term, with possible extensions, conditioned on utilization of the Funds for purposes consistent with the Receivership Order, as it may be amended.

Consistent with the Receiver's objectives with regard to the Funds and the conditions imposed by the Council on the use of the Funds for abatement purposes, the Receiver has filed successive motions with the court to fund public safety remediation (Hedrick Brothers Construction Estimate) \$345,446.00, Town Code Enforcement Fines (CE 14-1091- \$19,150.00, CE 14-1212-\$ 169,400.00 (unpaid balance: \$16,400); real estate taxes for 2016 and 2017, electric and water utility services, property, windstorm and liability insurance premiums and ongoing property maintenance.

Following the Receiver's appearance before the Council in December 2017, and consistent with the Receiver's earlier motions to secure authority to market the Property for sale, the Receiver also secured funding authority to pay for a title commitment, phase 1 environmental report, property condition report, appraisal, updated survey, zoning opinion, and marketing expenses

The Receiver now has authority to professionally market the Palm House Property to prospective purchasers and a motion is currently pending to authorize the Receiver to enter into an exclusive listing agreement for the marketing of the Property by Holiday Fenogilo Fowler, L.P. d/b/a HFF.

As the Council is aware, there are a number of obstacles to the sale of the Property, most of which are self-inflicted by its owner. Aside from the daily fee for project non-completion and code enforcement violations for nonconforming construction directly pertinent to the Town, there is a pending mortgage foreclosure action by the current owner's predecessor in interest, numerous judgments and lawsuits arising from non-payment for construction labor, services or supplies, and for misappropriation of loan proceeds provided by foreign investors seeking immigration into the United States through the EB-5 program. However, perhaps the biggest obstacle to completion of the Project as authorized by the Town, by a bona fide developer, has been the refusal of the property owner to authorize a sale of the Property.

As the Council is also probably aware federal criminal proceeding were initiated earlier this month against Gerry and Robert Matthews, Nicholas Laudano and Les Evans relating to the Palm House Project. The Receiver understands further federal prosecutions may be forthcoming. These federal criminal proceedings are dramatic and it is the Receiver's desire that these events will dislodge the impasse in sale authority for the Property and create an opportunity for a long overdue resolution of the Palm House Hotel saga.

In support of the renewed motion to the Council for abatement of the daily fee in December 2016, the Receiver pointed out that the abatement sought by the Receiver was based on the premise that attainment of the Receiver's objectives as stated in the Receivership Order (which have been reaffirmed and expanded in subsequent orders and as may be further expanded based on recent event) are aligned with the Town's interests for the Property/Project. The continuation of the abatements are critical to the Receiver's ability court prospective purchasers and the absence of the conditional abatement, together with all of the obstacles to a sale of the Property, may be an represent an insurmountable deterrent to a prospective purchaser's willingness to invest the time and money required to pursue the purchase of the Property and completion of the Project.

The Receiver believes that the conditional abatement the Council granted in December 2016 and extended in April 2017, August 2017 and December 2017 has been a deterrent to the motions seeking to use the funds for purposes that are not consistent with the objectives set forth the receivership orders will continue to be a deterrent so long as it remains in effect.

Furthermore and more importantly, the conditional abatement remains a compelling, persuasive argument for securing funds to pay to maintain the Property, prevent reoccurrence of unsafe and unsightly Project site conditions that initially confronted the Receiver and took over 18 months to satisfactorily correct, fully satisfy Town Code Enforcement fines and, more continue to expand the Receiver's authority further to a prospective sale of the Property to a qualified developer. The Receiver has consistently informed the court in his motions for funding authority and in the Receiver's quarterly receiver's reports that the abatement conferred by the Council is conditional,

March 23, 2018

Page 5

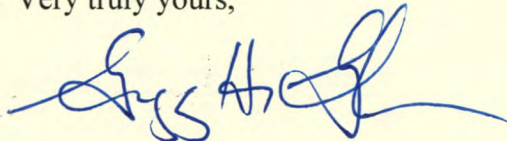
temporary and subject to expiration absent a sufficient showing to the Council of good cause for further extension.

The argument remains that abatement of the daily fine represents a loss of leverage in favor of the Town to compel completion of the Project. However, as reflected in the Receivership Order, completion of the Project is the primary objective of the receivership. The Receiver's view has been and continues to be that the conditional abatement of the daily fee is a better utilization of that leverage further to Town's objectives for which there is no prejudice to the Town if the conditions for abatement are not fulfilled.

Accordingly, the Receiver respectfully submits that the same reasons that supported the Town's conditional abatement in December 2016, its extension in April 2017, its extension in August 2017 and its extension in December 2017 remain in full force and effect at this time and those reasons constitute good cause for the Council's extension of the abatement period for an additional 120-day abatement period or for such other abatement period as the Council determines is warranted at this time.

Thank you for the opportunity to present this motion and for your consideration of its merits.

Very truly yours,



Gregg H. Glickstein
Counsel for Receiver, Cary Glickstein
Attachments

cc: John (Skip) Randolph, Esquire (via email)
Cary Glickstein, Receiver (via email)

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Town-wide Undergrounding Project:

a. Review of Project and Dashboard, Summary of Project Status.

Presenter

Steven N. Stern, Underground Utilities Project Manager

ATTACHMENTS:

- ▣ **Memorandum Dated April 3, 2018, from Steven Stern, Project Manager**

TOWN OF PALM BEACH

Information for Town Council on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk Blouin, Town Manager

FROM: Steven Stern, Project Manager

RE: Project Status Update

DATE: April 4, 2018

1. Progress Report & Dashboard:

The updated dashboard now includes additional project phases and tasks recently approved for funding:

- o Phase 3 Design Budget/Schedule
- o Phase 4 Design Budget/Schedule
- o Phase 2 Construction Budget/Schedule
- o Phase 2, 3, 4 and 5 Easement Acquisition

The Undergrounding Utility Project budget updates include comprehensive but recognizable presentation of:

- o Additional costs for ATT and Comcast service conduit recently approved by the Town Council for Phase 1 North, Phase 1 South and included in the overall project budget.
- o Related costs outside of the Undergrounding Project Budget such as Legal Costs, Consulting Fees and costs for undergrounding the Lake Worth section.
- o Other Project Costs inclusive of the Master Plan, Peer Review and Commercial Paper.

Additional project budget changes are in progress and planned for April presentation.

2. Additional FPL Credits

With the assistance of the Mayor, Town Manager and Staff escalated to FPL senior management requesting the company quantify the additional CIAC credits the Town will realize as a result of the January Tariff approval and filing.

- o The project budget does not yet reflect the additional CIAC credits from FPL.

3. ATT Status

Over the past months we have discussed that an AT&T Special Construction Agreement is necessary to complete conversion of the existing overhead to an underground system.

We are currently negotiating with ATT for a fair credit in support of the project.

- o The project budget does not yet reflect the additional credits from ATT.



Underground Utility Task Force Monthly Progress Report March 2018

Table of Contents

Dashboard – Phase 1 Construction and Phase 2 & 3 Design

1. Kimley-Horn Progress Report Phase 2
2. Kimley Horn Progress Report Phase 3
3. Master Plan Gantt Chart
4. Phase 2 Design Gantt Chart
5. Phase 3 Design Gantt Chart
6. Phase 1 North Construction Schedule
7. Burkhardt Executive Project Summaries
8. Phase 1 South Construction Schedule
9. Whiting Turner Executive Summary
10. Project Financial Report
11. Interest Rate Forecast as of March 21, 2018

The following reports will be provided when applicable in future reporting:

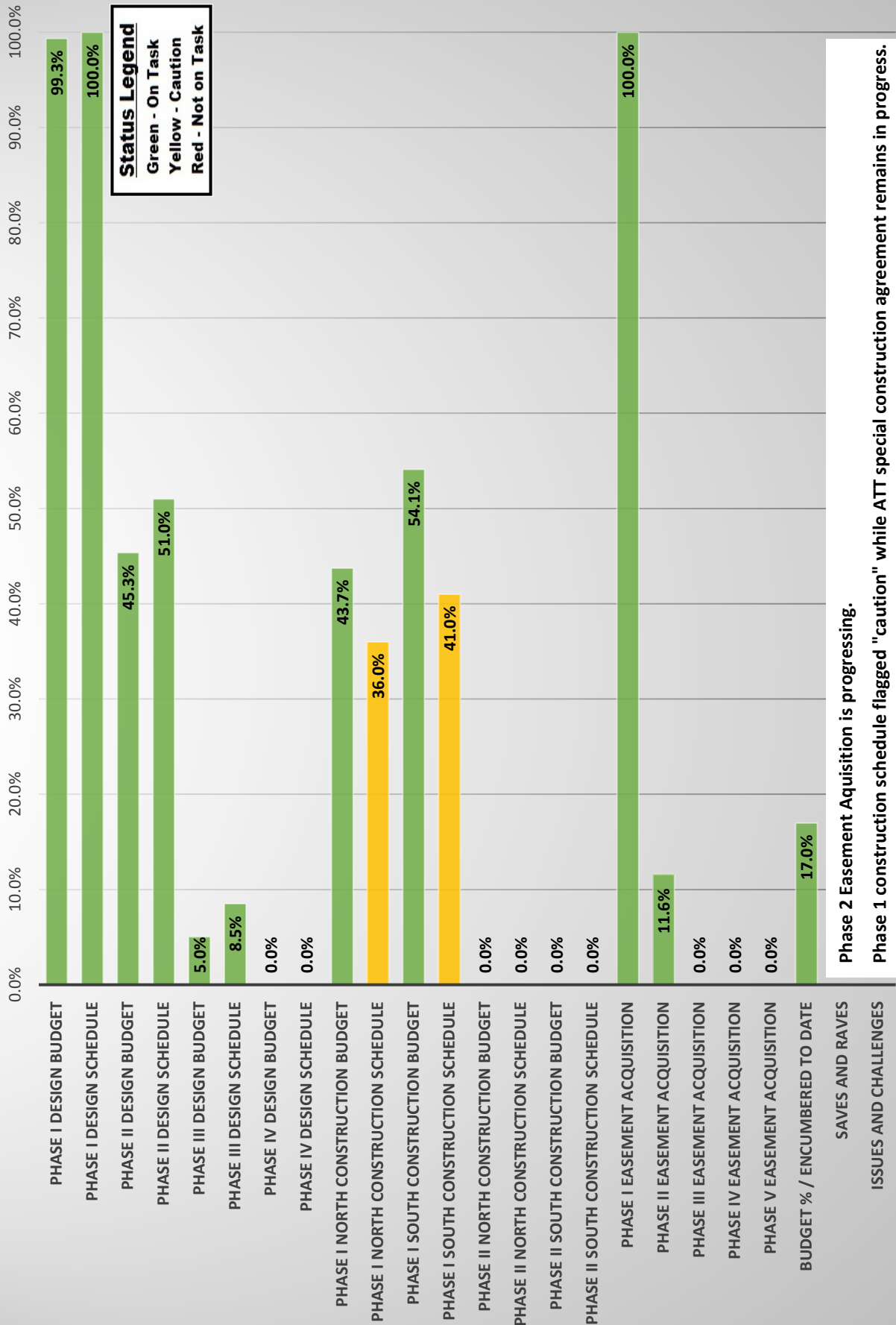
- tbd

Dashboard Notes:

- Overall Budget represents the percentage encumbered to date versus the total project budget of \$105.3 million.

Prepared by the Finance Department & TMO
March 30, 2018

Town of Palm Beach - Underground Utility Project Dashboard - March '18





Town-Wide Undergrounding - Phase 2 Design

KHA Project #044063202

March 2018 Progress Report

Period: February 26 to March 25, 2018

I. Scope Update

A. General

- Schedule: Project schedule progress is shown below.
 - Phase 2 North Design is 56% complete
 - Phase 2 South Design is 46% complete
- Budget: Project is on budget as of March 15, 2018
 - Phase 2 North Design is at 40% of total task budget
 - Phase 2 South Design at 41% of total task budget
- Easement Status
 - Phase 2 North: 19% of easements approved
 - Phase 2 South: 5% of easements approved

B. Detailed Design Phase

- Subconsultant/utility owner coordination related to Phase 2 Design
- Continued field review of proposed equipment locations with photographs to determine existing field constraints and modify construction plans based on easement acquisition process
- Review of soft dig information received from subconsultant
- Coordination with FPL for significant concept design revision requests.
- Coordination with Mock-Roos for equipment locations in Phase 2 South. Review of concept equipment locations provided by FPL for Phase 2 South.
- Commenced resident meetings for easement acquisition in Phase 2 North and Phase 2 South.
- Submitted updated Phase 2 North equipment location plans to AT&T and Comcast.
- Submitted Phase 2 South equipment location plan to AT&T and Comcast to begin their design.
- Research existing private road easements and private plats for utility easement language.
- Received preliminary conduit routing from FPL for Phase 2 North.

C. Hourly Services:

- Attendance at Progress Meeting with Town and Utilities.
- Attendance at Easement Review Meeting
- Preparation of Easement Exhibits for Phase 2 North and South equipment. Modify exhibits based on results of field meetings.
- Attendance at the March UUTF Meeting
- Assist the Town with AT&T negotiations to reduce program costs
- Prepare and submit legal sketches and descriptions for approved easements

II. Upcoming Activities (March 26, 2018 – April 25, 2018)

A. Detailed Design Phase

- Subconsultant/utility owner coordination related to Phase 2 Design.
- Conduct field review of proposed equipment locations in Phase 2 South, develop easement exhibits, submit to Town.
- Continue resident meetings in Phase 2 North and commence the same in Phase 2 South.
- Submit Equipment Location Plans to Town, AT&T and Comcast for Phase 2 South.
- Continue progress on design drawings towards the development of the conduit location plans.
- Receive preliminary conduit plans from FPL for Phase 2 South.
- Coordination with AT&T and Comcast related to their network designs
- Progress Meeting Attendance
- Assist Town with AT&T Negotiations



Town-Wide Undergrounding - Phase 3 Undergrounding

KHA Project #044063215

March 2018 Progress Report

Period: February 26, 2018 to March 25, 2018

I. Scope Update

A. General

- Schedule: Project schedule progress is shown below.
 - Phase 3 North Design is 9% complete
 - Phase 3 South Design is 8% complete
- Budget: Project is on budget as of March 15, 2017
 - Phase 3 North Design is at 3.5% of total task budget
 - Phase 3 South Design at 4% of total task budget
- Easement Status
 - Phase 3: N/A, will provide status when this work begins

B. Detailed Design Phase

- Subconsultant/utility owner coordination related to Phase 3 Undergrounding
- Development of draft phase schedule and coordination with utility owners regarding schedule
- Preparation of Utility Coordination letter and Project Limits Exhibit for meter review notifications.
- Coordination with surveyor to receive plat information.
- Coordination with utility owners to receive utility record information.
- Coordination with geotechnical subconsultant for field work.
- Progress towards completion of field surveying of both north and south areas.

II. Upcoming Activities (March 26, 2018 – April 25, 2018)

A. Detailed Design Phase

- Subconsultant/utility owner coordination related to Phase 3 Undergrounding
- Perform meter location review for both north and south areas.
- Continued coordination with utility owners to receive utility record information.
- Continued coordination with geotechnical subconsultant for field work.
- Completion of field surveying in the north area. Continued progress in the south area.
- Progress towards development of the Phase 3 North utility base file.

ID	Task Name	Start	Finish	
1	Detailed Design North End (Phase 2 North)	Mon 6/19/17	Wed 8/15/18	
2	Data Collection	Mon 6/19/17	Wed 11/22/17	
3	Sunshine One-Call Utility coordination and letter request for record data	Mon 6/19/17	Fri 8/4/17	
4	Collect/Analyze record information	Mon 6/19/17	Fri 8/18/17	
5	Site Survey	Wed 6/21/17	Thu 8/17/17	
6	Geotechnical Investigation	Mon 7/10/17	Fri 9/29/17	
7	Soft Dig Utility Locates	Mon 9/11/17	Wed 11/22/17	
8	Site Visit / Determine meter locations	Mon 7/17/17	Fri 7/28/17	
9	Utility Preliminary Design	Tue 9/12/17	Fri 1/5/18	
10	FPL Provision of Preliminary Equipment Locations	Tue 9/12/17	Fri 1/5/18	
11	Easement Coordination	Mon 1/8/18	Wed 8/15/18	
12	Determine Easement Needs and Locations	Mon 1/8/18	Fri 2/2/18	
13	Send Easement Request Letters to Property Owners	Mon 2/5/18	Fri 2/9/18	
14	Procure Easements and Follow up	Mon 2/12/18	Wed 8/15/18	
15				
16	Construction Documents	Fri 8/18/17	Fri 6/1/18	
17	Utility Base Mapping	Fri 8/18/17	Tue 9/26/17	
18	Utility Base Map Development	Fri 8/18/17	Fri 9/1/17	
19	Utility Base Map Internal QC	Mon 9/4/17	Fri 9/8/17	
20	Utility Base Map Town/Utility Owner Submittal	Mon 9/11/17	Mon 9/11/17	
21	Utility Base Map Town Review and Comment	Tue 9/12/17	Tue 9/26/17	
22	Equipment Location Plan Development	Mon 1/8/18	Tue 3/6/18	
23	Equipment Location Plan Development	Mon 1/8/18	Fri 2/2/18	
24	Equipment Location Plan Internal QC	Mon 2/5/18	Fri 2/16/18	
25	Equipment Location Plan Town Submittal	Mon 2/19/18	Mon 2/19/18	
26	Equipment Location Plan Town Review and Comment	Tue 2/20/18	Tue 3/6/18	
27	Conduit Routing Plan Development	Tue 2/20/18	Fri 6/1/18	
28	Conduit Routing Plan Development	Tue 2/20/18	Fri 5/18/18	
29	Commercial/Customer Owned Services Design	Fri 3/2/18	Fri 5/4/18	
30	Landscaping Plans	Mon 4/2/18	Fri 5/18/18	
31	Technical Specifications	Mon 4/2/18	Fri 5/18/18	
32	Conduit Routing Plan Internal QC	Tue 5/22/18	Thu 5/31/18	
33	Conduit Routing Plan Town Submittal	Fri 6/1/18	Fri 6/1/18	
34				
35	Bid Phase - Phase 2 North	Mon 1/8/18	Fri 8/3/18	
36	Advertisement for CMAR Procurement	Mon 1/8/18	Wed 2/7/18	
37	CMAR Recommendation and Award	Thu 2/8/18	Tue 3/13/18	

Project: TOPB UG Ph 2 Designr
Date: Tue 3/27/18

Task

Milestone

Summary

Project Summary

Manual Task

Manual Summary

Deadline

Critical

Critical Split

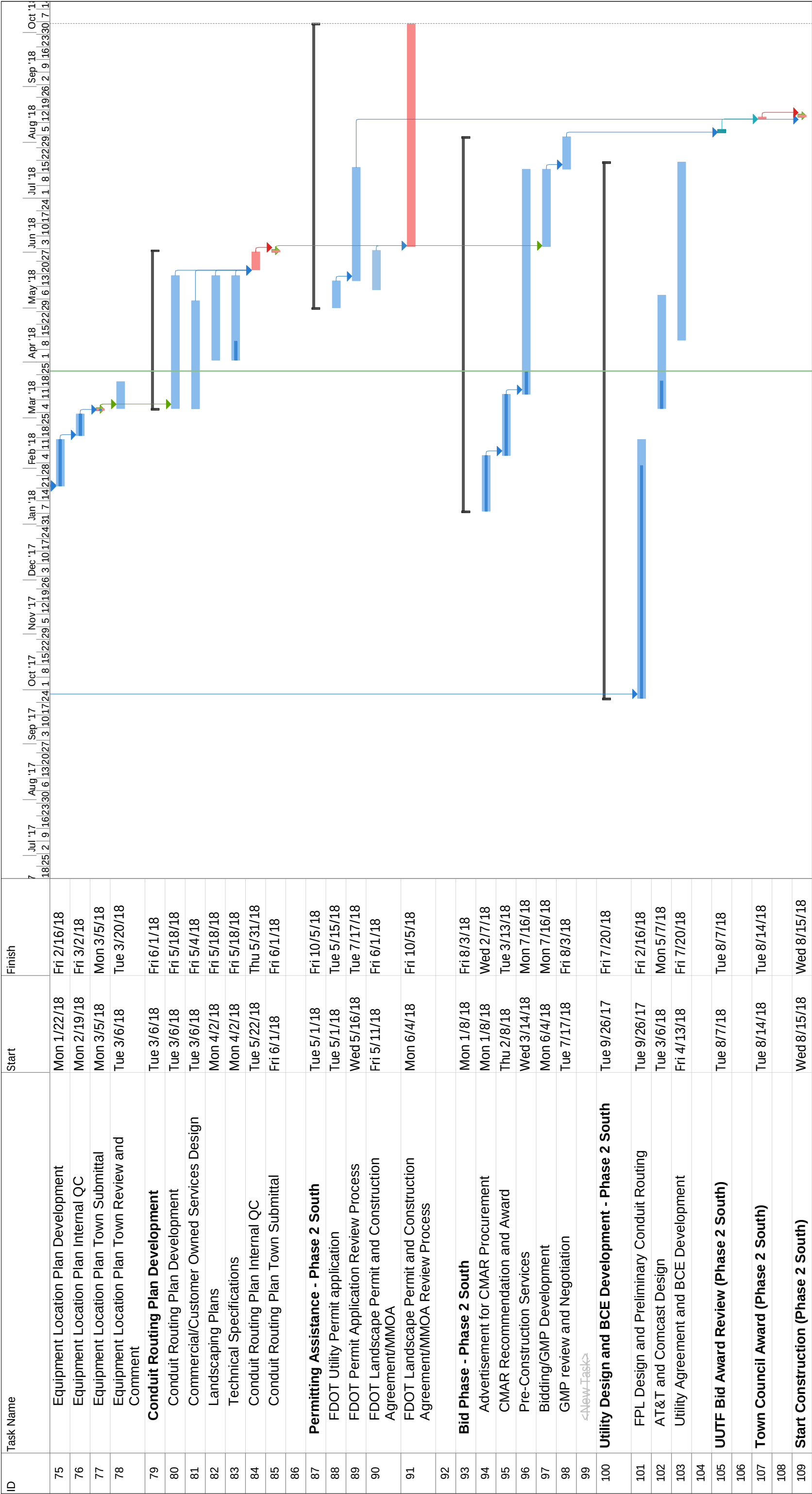
Progress

Manual Progress

Page 1

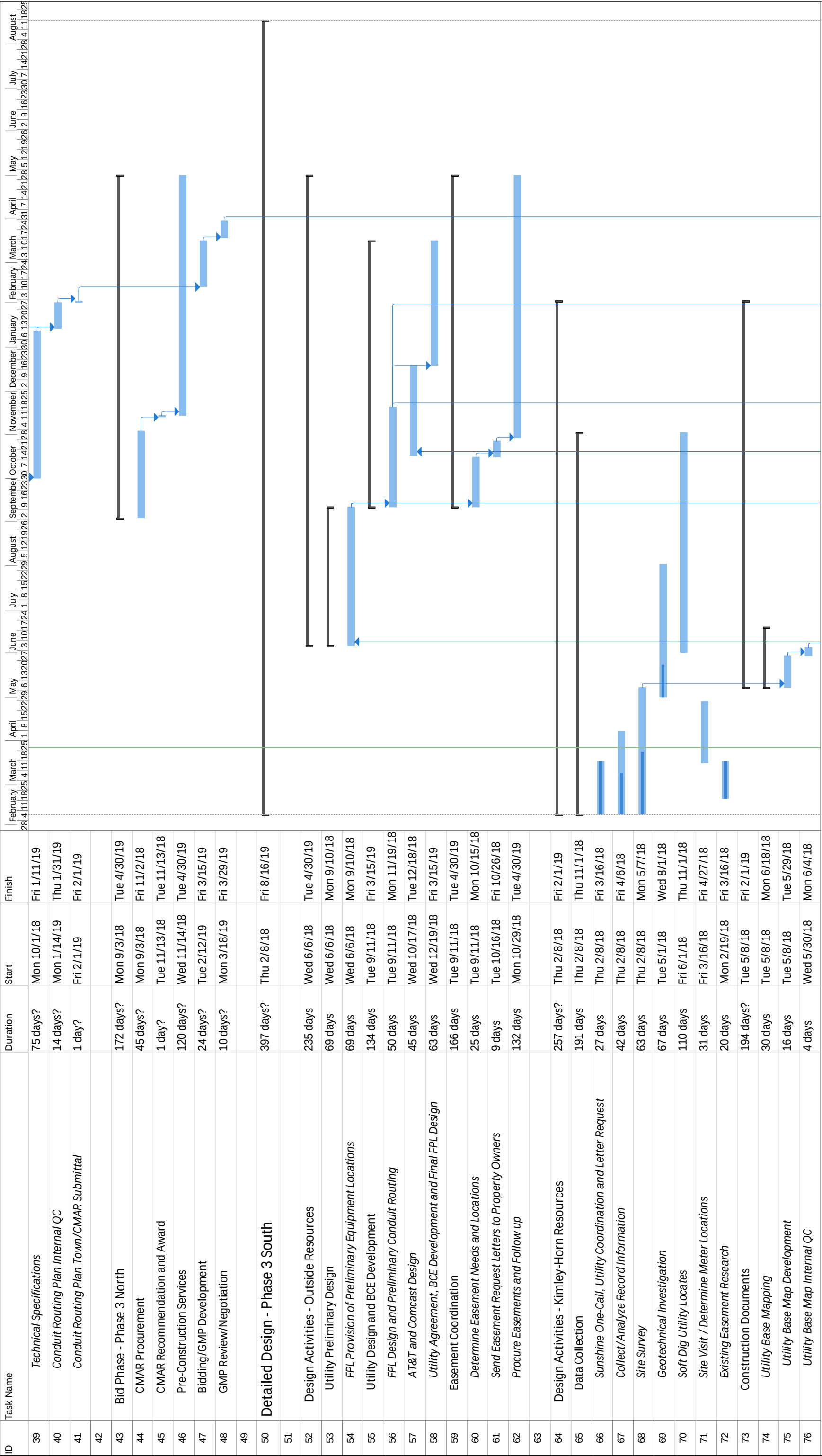
ID	Task Name	Start	Finish
38	Pre-Construction Services	Wed 3/14/18	Mon 7/16/18
39	Bidding/GMP Development	Mon 6/4/18	Mon 7/16/18
40	GMP review and Negotiation	Tue 7/17/18	Fri 8/3/18
41	UUTF Bid Award Review (Phase 2 North)		
42		Tue 8/7/18	Tue 8/7/18
43	Town Council Award (Phase 2 North)		
44		Tue 8/14/18	Tue 8/14/18
45	Start Construction (Phase 2 North)		
46		Wed 8/15/18	Wed 8/15/18
47	<New Task>		
48	Utility Design and BCE Development - Phase 2 North	Tue 9/12/17	Fri 7/20/18
49	FPL Design and Preliminary Conduit Routing	Tue 9/12/17	Fri 2/16/18
50	AT&T and Comcast Design	Tue 2/20/18	Mon 4/30/18
51	Utility Agreement and BCE Development	Fri 4/13/18	Fri 7/20/18
52	Detailed Design South End (Phase 2 South)		
53		Mon 6/19/17	Fri 10/5/18
54	Data Collection	Mon 6/19/17	Wed 11/22/17
55	Sunshine One-Call Utility coordination and letter request for record data	Mon 6/19/17	Fri 8/4/17
56	Collect/Analyze record information	Mon 6/19/17	Thu 8/31/17
57	Site Survey	Wed 6/21/17	Thu 8/31/17
58	Geotechnical Investigation	Mon 7/10/17	Fri 9/29/17
59	Soft Dig Utility Locates	Mon 9/11/17	Wed 11/22/17
60	Site Visit / Determine meter locations	Mon 7/17/17	Fri 7/28/17
61	Utility Preliminary Design	Tue 9/26/17	Fri 1/19/18
62	FPL Provision of Preliminary Equipment Locations	Tue 9/26/17	Fri 1/19/18
63	Easement Coordination	Mon 1/22/18	Wed 8/15/18
64	Determine Easement Needs and Locations	Mon 1/22/18	Fri 2/16/18
65	Send Easement Request Letters to Property Owners	Mon 2/19/18	Fri 2/23/18
66	Procure Easements and Follow up	Mon 2/26/18	Wed 8/15/18
67	Construction Documents		
68		Fri 9/1/17	Fri 6/1/18
69	Utility Base Mapping	Fri 9/1/17	Tue 10/10/17
70	Utility Base Map Development	Fri 9/1/17	Fri 9/15/17
71	Utility Base Map Internal QC	Mon 9/18/17	Fri 9/22/17
72	Utility Base Map Town/Utility Owner Submittal	Mon 9/25/17	Mon 9/25/17
73	Utility Base Map Town Review and Comment	Tue 9/26/17	Tue 10/10/17
74	Equipment Location Plan Development	Mon 1/22/18	Tue 3/20/18

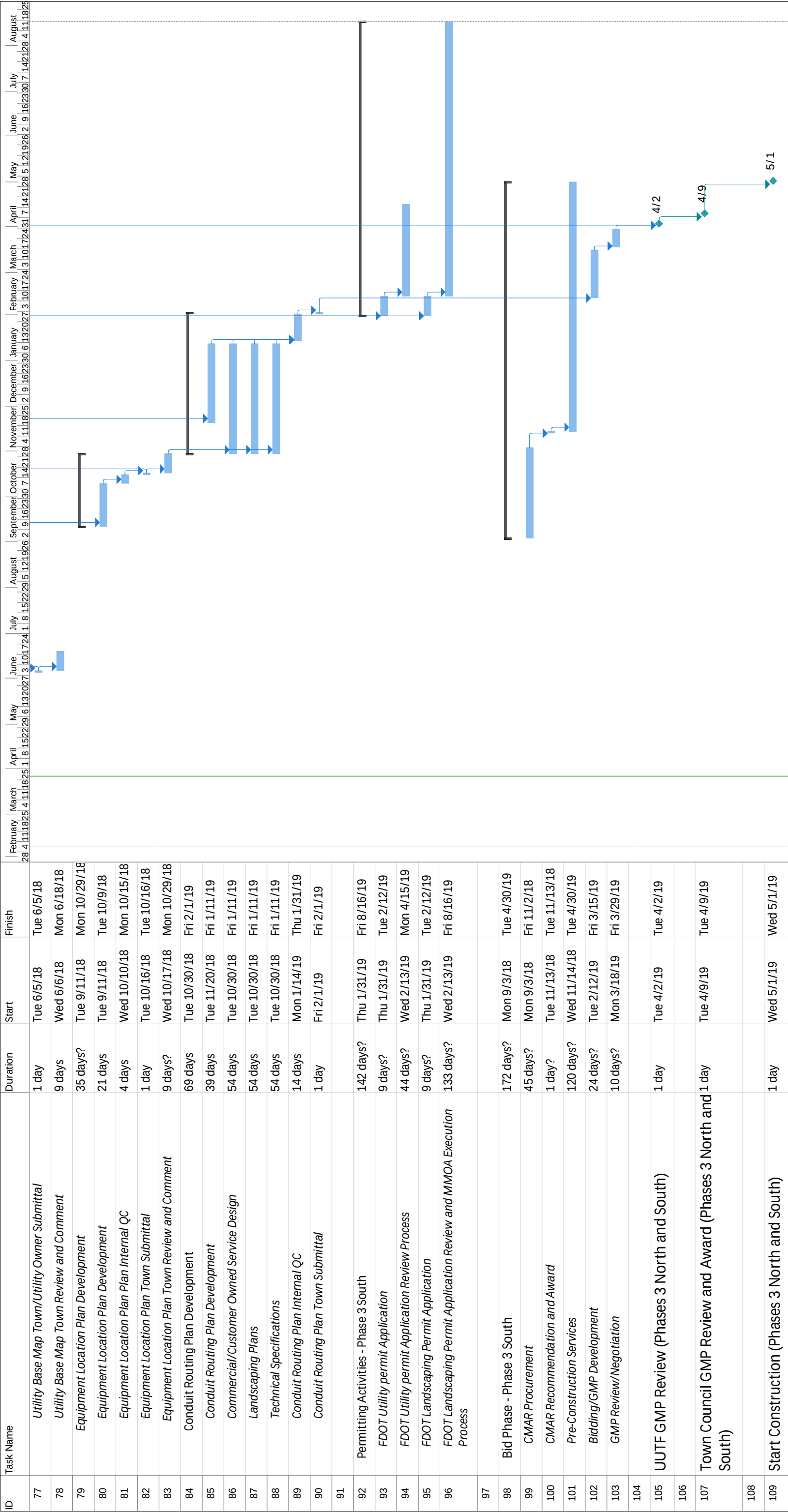
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ID	Task Name	Duration	Start	Finish	February 28 4 11 18 25	March 4 11 18 25	April 1 8 15 22 29	May 6 13 20 27	June 3 10 17 24	July 1 8 15 22 29	August 5 12 19 26	September 2 9 16 23 30	October 7 14 21 28	November 4 11 18 25	December 2 9 16 23 30	January 6 13 20 27	February 3 10 17 24	March 1 7 14 21 28	April 5 12 19 26	May 2 9 16 23 30	June 7 14 21 28	July 5 12 19 26	August 2 9 16 23 30
1	Detailed Design - Phase 3 North	319 days?	Thu 2/8/18	Tue 4/30/19																			
2																							
3	Design Activities - Outside Resources	256 days?	Tue 5/8/18	Tue 4/30/19																			
4	Utility Preliminary Design	69 days?	Tue 5/8/18	Fri 8/10/18																			
5	FPL Provision of Preliminary Equipment Locations	69 days?	Tue 5/8/18	Fri 8/10/18																			
6	Utility Design and BCE Development	155 days?	Mon 8/13/18	Fri 3/15/19																			
7	FPL Design and Preliminary Conduit Routing	71 days?	Mon 8/13/18	Mon 11/19/18																			
8	AT&T and Comcast Design	45 days?	Tue 9/18/18	Mon 11/19/18																			
9	Utility Agreement, BCE Development and Final FPL Design	63 days?	Wed 12/19/18	Fri 3/15/19																			
10	Easement Coordination	187 days?	Mon 8/13/18	Tue 4/30/19																			
11	Determine Easement Needs and Locations	25 days?	Mon 8/13/18	Fri 9/14/18																			
12	Send Easement Request Letters to Property Owners	10 days?	Mon 9/17/18	Fri 9/28/18																			
13	Procure Easements and Follow up	152 days?	Mon 10/1/18	Tue 4/30/19																			
14																							
15	Design Activities - Kimley-Horn Resources	257 days?	Thu 2/8/18	Fri 2/1/19																			
16	Data Collection	191 days?	Thu 2/8/18	Thu 11/1/18																			
17	Sunshine One-Call, Utility Coordination and Letter Request	27 days?	Thu 2/8/18	Fri 3/16/18																			
18	Collect/Analyze Record Information	42 days?	Thu 2/8/18	Fri 4/6/18																			
19	Site Survey	42 days?	Thu 2/8/18	Fri 4/6/18																			
20	Geotechnical Investigation	67 days?	Tue 5/1/18	Wed 8/1/18																			
21	Soft Dig Utility Locates	110 days?	Fri 6/1/18	Thu 11/1/18																			
22	Site Visit / Determine Meter Locations	31 days?	Fri 3/16/18	Fri 4/27/18																			
23	Existing Easement Research	20 days?	Mon 2/19/18	Fri 3/16/18																			
24	Construction Documents	215 days?	Mon 4/9/18	Fri 2/1/19																			
25	Utility Base Mapping	30 days?	Mon 4/9/18	Fri 5/18/18																			
26	Utility Base Map Development	16 days?	Mon 4/9/18	Mon 4/30/18																			
27	Utility Base Map Internal QC	4 days?	Tue 5/1/18	Fri 5/4/18																			
28	Utility Base Map Town/Utility Owner Submittal	1 day?	Mon 5/7/18	Mon 5/7/18																			
29	Utility Base Map Town Review and Comment	9 days?	Tue 5/8/18	Fri 5/18/18																			
30	Equipment Location Plan Development	35 days?	Mon 8/13/18	Fri 9/28/18																			
31	Equipment Location Plan Development	21 days?	Mon 8/13/18	Mon 9/10/18																			
32	Equipment Location Plan Plan Internal QC	4 days?	Tue 9/11/18	Fri 9/14/18																			
33	Equipment Location Plan Town Submittal	1 day?	Mon 9/17/18	Mon 9/17/18																			
34	Equipment Location Plan Town Review and Comment	9 days?	Tue 9/18/18	Fri 9/28/18																			
35	Conduit Routing Plan Development	90 days?	Mon 10/1/18	Fri 2/1/19																			
36	Conduit Routing Plan Development	39 days?	Tue 11/20/18	Fri 1/11/19																			
37	Commercial/Customer Owned Service Design	75 days?	Mon 10/1/18	Fri 1/11/19																			
38	Landscaping Plans	75 days?	Mon 10/1/18	Fri 1/11/19																			
Project: Phase 3 Detailed Design Date: Tue 3/27/18					Summary	Task	Inactive Milestone	Duration-only	Start-only	External Milestone	Manual Progress												
					Project Summary	Split	Inactive Summary	Manual Summary Rollup	Finish-only	Deadline													
					Inactive Task	Milestone	Manual Task	Manual Summary	External Tasks	Progress													
					Page 1																		





Project: Phase 3 Detailed Design
Date: Tue 3/27/18

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Start-only

Finish-only

External Tasks

Duration-only

Manual Summary Rollup

Manual Summary

External Milestone

Deadline

Progress

Manual Progress

Page 3

Vincent G. Burkhardt
President



Executive Summary

Vincent G. Burkhardt
President



Executive Summary
For
February 2018

Project Description

Townwide Overhead Utility Undergrounding
Phase 1 North
P.O. # 171308

Project Status:

The month of February was a very productive month for the horizontal directional drilling crews. Work mainly focused on the north end but some work was completed on the south end of the project.

On the north end the main line conduits were installed along Indian Road from North Ocean heading west to Lake Court, Lake Court between Indian Road & Arabian, North Lake Way between Arabian Road and Caribbean Road, and the entire length of Mediterranean Road.

On the south end the main line conduits were installed on Laurie Lane and along Debra Lane from Laurie Lane to North Lake Way.

The service line crew continued with tie ins to transformer areas and running service line to the individual property sites throughout the project area.

The project continues to remain within budget and is on schedule.

Vincent G. Burkhardt
President



Executive Summary
For
February 2018

Project Description

Townwide Utility Undergrounding
Onondaga Avenue & Laurie Lane Improvements
Phase 1 North
P.O. # 171308

Project Status:

The bacteriological tests passed and the as built drawings went through the review process. Once the review process was completed the as built drawings along with other necessary documents were submitted to the Health Department for final approval.

By the end of the month all of the necessary testing and certifications were obtained. The crew will begin the service line switch over, hydrant installation and grouting of the old water main next month.

The project continues to stay within budget.

TOWN-WIDE OVERHEAD UTILITY UNDERGROUNDING
PHASE 1 NORTH
SCHEDULE
RFQ No. 2017-14

ID	Task Name	% Complete	Duration	Start	Finish	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019	Jan	Feb
1	Phase I - NORTH	36%	420 days?	Mon 6/12/17	Fri 1/18/19											
2	Fully Executed Non-GAF Agreement	100%	23 days	Mon 6/12/17	Wed 7/12/17											
3	Copy Of Executed Easements	100%	23 days	Mon 6/12/17	Wed 7/12/17											
4	Fully Executed Applicant Installed Agreement With FPL	100%	23 days	Mon 6/12/17	Wed 7/12/17											
5	Fully Executed R/O/W Agreement With FPL	100%	23 days	Mon 6/12/17	Wed 7/12/17											
6	Fully Executed Agreement With COMCAST / AT & T	50%	23 days	Mon 6/12/17	Wed 7/12/17											
7	Town Council Approval	100%	1 day	Tue 6/13/17	Tue 6/13/17											
8	Award Prime Contract	100%	13 days	Wed 6/14/17	Fri 6/30/17											
9	Permitting	100%	15 days	Mon 6/26/17	Fri 7/14/17											
10	Customer Owned Service Connection Permitting	0%	15 days	Mon 6/26/17	Fri 7/14/17											
11	Sub Contract Agreements	100%	23 days	Wed 6/14/17	Fri 7/14/17											
12	Material Procurement	100%	11 days	Fri 6/30/17	Fri 7/14/17											
13	Underground Conduit Installation, Primary/Secondary (FPL, ATT, Comcast)	85%	225 days	Mon 7/17/17	Fri 5/25/18											
14	Feeder Splice Box Installation	20%	15 days	Thu 10/12/17	Wed 11/1/17											
15	Set Transformers / Switch Cabinets (FPL)	10%	75 days	Sun 2/4/18	Thu 5/17/18											
16	Secondary Services / Wire	25%	138 days	Tue 2/20/18	Thu 8/30/18											
17	As-Built Submission / Review (FPL)	15%	47 days	Tue 2/20/18	Wed 4/25/18											
18	Pull Wire / Terminations Primary (FPL)	0%	81 days	Tue 2/20/18	Tue 6/12/18											
19	*ATT Rod Conduit, Pull Wire, Set Pedestals	0%	133 days	Tue 2/27/18	Thu 8/30/18											
20	*Comcast Pull Wire, Set Pedestals	0%	133 days	Tue 2/27/18	Thu 8/30/18											
21	Cut over / Overhead Removal (ATT/Comcast)	0%	45 days	Mon 9/3/18	Fri 11/2/18											
22	Energize Underground (FPL)	0%	30 days	Sun 6/10/18	Thu 7/19/18											
23	Secondary Service Switch Over (FPL)	0%	113 days	Mon 6/11/18	Wed 11/14/18											
24	** Demo Overhead / Remove Poles (FPL) / Final Restoration	0%	90 days	Mon 9/17/18	Fri 1/18/19											
25	*This Work Will Be Performed By ATT/COMCAST Crews, All Other Work Is Anticipated To Be Performed By A Subcontractor Under The Direction Of Burkhardt Construction, Inc.	0%														
26	**This Work Must Be Performed By FPL Crews, All Other Work Is Anticipated To Be Performed By A Subcontractor Under The Direction Of Burkhardt Construction, Inc.	0%														
27	Storm Drainage	90%	45 days	Mon 7/17/17	Fri 9/15/17											
28	Water Main	95%	79 days	Sun 10/15/17	Wed 1/31/18											



SAFETY

Monthly safety inspections are conducted by WT Regional Safety Director. Daily safety inspections conducted by onsite staff.

- ◆ 0 lost time incidents to date
- ◆ 1 recordable incidents to date

CONSTRUCTION

- ◆ S. Ocean Blvd (Electrical Undergrounding Crew) - Current location just south of Sloan's Curve. Undergrounding Crews are continuing to conduct exploratory work, to minimize the potential impact of any unforeseen conditions. Approx. 97% of feeder & primary conduit is completed on S. Ocean Blvd. Approx. 80% of concrete vaults and pads for transformers and switches have been installed. Pulling of feeder and primary cable started. Approximately 45% of cable pulled to date.
- ◆ Ibis Isle Undergrounding Crew has completed FPL primary, Comcast, and AT&T conduit and cable installation along Ibis Isle Road East and West. Transformer pads and splice boxes along Ibis Isle Road East and West completed. Conduit installation along Ibis Way per the FDEP permit for the subaqueous bridge crossing completed. AT&T and Comcast service conduit to each home from the ROW on Ibis Isle is being added to WT's scope of work. Pending Town Council approval.
- ◆ Street Lighting crew to mobilize towards the end of March.

DOCUMENTATION:

RFIs:

- A. 14 RFIs issued to date
- B. 1 Outstanding RFI

SUBMITTALS:

- A. 42+ Individual Submittals Processed
- B. 0 Submittal Package Currently Under Review
- C. 0 Submittal Packages Pending Submission to A/E

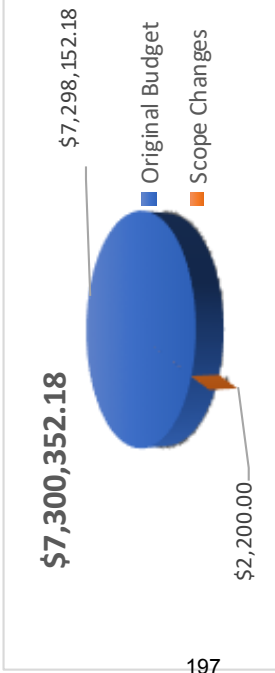
DRAWINGS: Added Scopes of Work

- A. Post GMP Phipps Ocean Park Restroom Building received January 18th from TOPB.
- B. Post GMP Phipps Ocean Park (North) Lighting—Undergrounding of electrical.
- C. Post GMP A-41 Wastewater Pump Station received January 12th from TOPB
- D. Post GMP Ibis Bridge Watermain Crossing received December 12, 2017 from KHA.
- E. Phase 2 Undergrounding North received February 14, 2018 from KHA.

RELEVANT POTENTIAL CHANGES:

- A. FPL Line Drawing Changes to Ibis Isle Scope of Work
- B. Reduction in S. Ocean Boulevard Street Lighting Scope of Work
- C. Additional AT&T and Comcast Fiber Conduits at Ibis Isle per the Town's request

FINANCIALS—BUDGET VS. COSTS



Current GMP Amount	—	\$7,300,352.18
Approved Owner Initiated Scope Changes	—	\$2,200.00
Gross Billings to Date (\$)	—	\$3,149,506.65
Gross Billings to Date (%)	—	43%
Schedule % Completed	—	41%



SCHEDULE SUMMARY

S. Ocean Undergrounding -Sta 11+10 to Sta 243+66

1500	ATT Conduit Installation	10	2	29AUG17 A	27MAR18
1505	Comcast Conduit Installation	10	2	29AUG17 A	27MAR18
1512	FPL Feeder Splice Box Installation	20	4	23OCT17 A	29MAR18
1543	FPL Feeder & Primary Conduits Installation	75	5	04SEP17 A	30MAR18
1545	Service Sweep Condu /Set Equip Pads/Splice Boxes	75	5	27SEP17 A	30MAR18
1547	WT's Sub provides As-Built's for FPL/TPB/KH	5	4	29DEC17 A	05APR18
1507	ATT Vault (Installed by W-T's Sub)	15	10	01MAR18 A	10APR18
1550	FPL Transformer Pad Installation	20	7	01NOV17 A	10APR18
1509	WT's Sub provide As-Built's for ATT/Comcast	5	4	01NOV17 A	10APR18
1553	FPL Pull Feeder Wire	40	15	27JAN18 A	26APR18

Ibis Isle

3045	Set Equip/PME/Terminations	30	0	06NOV17 A	28FEB18 A
3047	Transformer Installation	30	0	13NOV17 A	28FEB18 A
3049	Pull Primary & Service Wire	30	0	27NOV17 A	28FEB18 A
3020	WT's Sub provides as-bults for ATT & Comcast	5	0	06NOV17 A	23MAR18 A
3055	WT's Sub provides as-bults for FPL/TPB/KH	5	0	03JAN18 A	23MAR18 A
3010	Backfill and Temp Restore	30	0	11SEP17 A	28MAR18 A
IMP 3011	Additional ATT & Comcast Conduit CO Approval	10	8	10NOV17 A	04APR18
IMP 3012	Additional ATT & Comcast Conduit Installation	10	10	05APR18	16APR18
3035	ATT/Comcast Reviews as-bults/Inspection	20	20	26MAR18	20APR18

SCHEDULE NOTES / IMPACTS:

- Street Lighting materials from FPL received. W-T to begin Street Street Lighting scope by the end of March.
- Additional AT&T/Comcast Fiber Conduit at Ibis Isle requested by the Town. Proposal revised and resubmitted to the Town/KHA for approval. This work currently on hold until Town Council approval. This has delayed AT&T and Comcast from beginning their scope of work (pulling wire etc). Delay is not expected to impact the overall project completion date.
- Scope of work associated with Ibis Isle Bridge Watermain Crossing to be completed.

**Underground Utility Project Budget
Project Financial Summary
March 31, 2018**

Expenditures	Budget	Actual	% Expended
Phase 1	\$ 13,147,904	\$ 7,332,112	55.8%
Phase 2	\$ 1,097,188	\$ 388,686	35.4%
Phase 3	\$ 1,217,725	\$ 405,337	33.3%
Phase 4	\$ 1,352,918	\$ -	0.0%
Phase 5	\$ 74,418	\$ -	0.0%
Phase 6	\$ -	\$ -	
Phase 7	\$ -	\$ -	
Phase 8	\$ -	\$ -	
Other	\$ 980,414	\$ 1,173,905	119.7%
Total Project Costs To Date	\$ 17,870,567	\$ 9,300,039	52.0%
Total Other Costs Outside Underground Budget	\$ 794,169	\$ 898,896	113.2%
Total Underground Project Costs	\$ 18,664,736	\$ 10,198,936	54.6%
February 2017 Opinion of Cost - Master Plan	98,600,000		
AT&T and Comcast Additional Project Costs	6,700,000		
AT&T Credit - TBD	?		
FPL Credit - TBD	?		
Total Project Budget	\$ 105,300,000		
% Budgeted/Encumbered To Date Project Costs	16.97%		
% Spent to Date - Project Costs	8.83%		

Project Revenues Received

Revenues	Budget	Actual	% Expended
Revenues			
Prepaid Assessments Reserved		\$ 11,223,139	0.0%
Assessment Revenue Reserved	\$ 5,080,000	\$ 3,880,011	76.4%
Commercial Paper	\$ 22,155,000	\$ 12,511,000	56.5%
Town Owned Property Prepaid Assessments	\$ 2,797,291	\$ 2,797,291	100.0%
Interest	\$ 12,000	\$ 42,526	354.4%
1 Cent Sales Tax	\$ 2,500,000	\$ 416,667	16.7%
Other			
Donations - Civic Association	\$ 49,250	\$ 49,250	100.0%
Transfer from (307) Fund CIP	\$ 760,200	\$ 760,200	100.0%
Total Project Revenues	\$ 33,353,741	\$ 31,680,083	95.0%

Underground Utility Project Budget
Phase 1 Project Costs
March 31, 2018

	Budget	Actual	% Expended
Project Engineering			
Task 2.1 - Detailed Design North End	472,063	472,063	100.0%
Task 2.2 - Detailed Design South End	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%
Legal Sketch and Description - Easements	34,000	25,315	74.5%
Subtotal Design Phase	\$ 1,310,829	\$ 1,302,128	99.3%
Construction Costs			
Phase 1 North Construction			
Preconstruction	\$ 19,720	19,720	100.0%
Burkhardt Construction	\$ 3,798,144	1,850,859	48.7%
Change Order for AT&T and Comcast Conduit	\$ 371,201	-	
Utility Design Costs	\$ 15,595	15,595	
Utility Construction Costs (FPL, Comcast, AT&T)	\$ 476,776	187,499	39.3%
Construction Engineering (KH)	\$ 253,532	84,569	33.4%
	\$ 4,934,968	\$ 2,158,242	43.7%
Phase 1 South Construction			
Preconstruction	\$ 22,200	22,200	100.0%
Whiting Turner Construction	\$ 4,695,977	2,206,944	47.0%
Change Order for AT&T and Comcast Conduit	\$ 160,364		
Utility Design Costs	\$ 33,013	33,013	
Utility Construction Costs (FPL, Comcast, AT&T)	\$ 1,374,193	1,184,090	86.2%
Construction Engineering (KH)	\$ 315,000	124,136	39.4%
	\$ 6,600,748	\$ 3,570,382	54.1%
Legal Costs/Easement Acquisition - Jones Foster	\$ 301,359	\$ 301,359	100.0%
Total Phase 1 Costs	\$ 13,147,904	\$ 7,332,112	55.8%

Underground Utility Project Budget
Phase 2 Project Costs
March 31, 2018

	Budget	Actual	% Expended
Phase 2 Design			
Kimley Horn			
Task 1.1 Phase 2 North Design	\$ 281,304	\$ 154,717	55.0%
Task 1.2 Phase 2 South Design	\$ 335,353	\$ 184,444	55.0%
Task 1.3 Permitting Assistance North	\$ 5,779	\$ -	0.0%
Task 1.3 Permitting Assistance South	\$ 6,895	\$ -	0.0%
Task 1.4 Bid Phase Assistance North	\$ 18,498	\$ -	0.0%
Task 1.4 Bid Phase Assistance South	\$ 22,067	\$ -	0.0%
Task 1.6 Meetings North	\$ 62,297	\$ 26,582	42.7%
Task 1.6 Meetings South	\$ 74,320	\$ -	0.0%
Total Phase 2 Design	\$ 806,512	\$ 365,743	45.3%
Construction Costs			
Phase 2 North Construction			
Preconstruction			
Burkhardt Construction			
Utility Costs (FPL, Comcast, AT&T)			
Construction Engineering (KH)			
Total Phase 2 North Construction	\$ -	\$ -	0.0%
Phase 2 South Construction			
Preconstruction			
Whiting Turner Construction			
Utility Costs (FPL, Comcast, AT&T)			
Construction Engineering (KH)			
Total Phase 2 South Construction	\$ -	\$ -	0.0%
Easement Acquisition			
<i>Kimley Horn Easement Assistance</i>			
Task 1.5 Easement Assistance North	\$ 64,936	\$ 20,678	31.8%
Task 1.5 Easement Assistance South	\$ 77,466	\$ -	0.0%
<i>Surveys</i>			
Task 1.7 Legal Sketch North	\$ 14,020	\$ 2,265	16.2%
Task 1.7 Legal Sketch South	\$ 16,725	\$ -	0.0%
Jones Foster - Legal	\$ 93,924		
American Acquisition Group	\$ -		
Temp Services	\$ 20,000		
Recording Costs	\$ 3,605		
Total Easement Acquisition Costs	\$ 290,676	\$ 22,943	7.9%
Total Phase 2 Costs	\$ 1,097,188	\$ 388,686	35.4%

Underground Utility Project Budget
Phase 3 Project Costs
March 31, 2018

	Budget	Actual	% Expended
Phase 3 Design			
Kimley Horn			
Task 1.1 Phase 3 North Design	\$ 288,851	\$ 17,331	6.0%
Task 1.2 Phase 3 South Design	\$ 503,260	\$ 30,196	6.0%
Task 1.3 Permitting Assistance	\$ 13,739		0.0%
Task 1.4 Bid Phase Assistance	\$ 36,834		0.0%
Task 1.5 Meetings	\$ 101,652		0.0%
Total Phase 3 Design	\$ 944,336	\$ 47,527	5.0%
Construction Costs			
Phase 3 North Construction			
Preconstruction			
Construction			
Utility Costs (FPL, Comcast, AT&T)			
Construction Engineering (KH)			
Daniella Construction - Nightingale/LaPuerta - Townwide portion		\$ 243,470	
FPL Nightingale/LaPuerta - Townwide Portion		\$ 74,900	
Comcast Nightingale/LaPuerta - Townwide Portion		\$ 8,885	
AT&T Nightingale/LaPuerta Townwide Portion		\$ 30,555	
Total Phase 3 North Construction	\$ -	\$ 357,810	0.0%
Phase 3 South Construction			
Preconstruction			
Construction			
Utility Costs (FPL, Comcast, AT&T)			
Construction Engineering (KH)			
Total Phase 3 South Construction	\$ -	\$ -	0.0%
Easement Acquisition			
<i>Kimley Horn Easement Assistance</i>			
Task 1 Easement Assistance North	\$ 68,343		0.0%
Task 1 Easement Assistance South	\$ 167,610		0.0%
<i>Surveys</i>			
Task Legal Sketch South	\$ 37,436		
Jones Foster - Legal			
American Acquisition Group			
Temp Services			
Recording Costs			
Total Easement Acquisition Costs	\$ 273,389	\$ -	0.0%
Total Phase 3 Costs	\$ 1,217,725	\$ 405,337	33.3%

Underground Utility Project Budget
Phase 4 Project Costs
March 31, 2018

	Budget	Actual	% Expended
Phase 4 Design			
Kimley Horn			
Task 1.1 Phase 4 North Design			0.0%
Task 1.2 Phase 4 South Design			0.0%
Task 1.3 Permitting Assistance North			0.0%
Task 1.3 Permitting Assistance South			0.0%
Task 1.4 Bid Phase Assistance North			0.0%
Task 1.4 Bid Phase Assistance South			0.0%
Task 1.6 Meetings North			0.0%
Task 1.6 Meetings South			0.0%
Total Phase 4 Design	\$ 1,278,500	\$ -	0.0%
Construction Costs			
Phase 4 North Construction			
Preconstruction			
Construction			
Utility Costs (FPL, Comcast, AT&T)			
Construction Engineering (KH)			
Total Phase 4 North Construction	\$ -	\$ -	0.0%
Phase 4 South Construction			
Preconstruction			
Construction			
Utility Costs (FPL, Comcast, AT&T)			
Construction Engineering (KH)			
Total Phase 4 South Construction	\$ -	\$ -	0.0%
Easement Acquisition			
<i>Kimley Horn Easement Assistance</i>			
Easement Assistance (KH)	\$ 69,451		
<i>Surveys</i>			
Legal Sketch	\$ 4,967		
Jones Foster - Legal			
American Acquisition Group			
Temp Services			
Recording Costs			
Total Easement Acquisition Costs	\$ 74,418	\$ -	0.0%
Total Phase 4 Costs	\$ 1,352,918	\$ -	0.0%

Underground Utility Project Budget
Phase 5 Project Costs
March 31, 2018

	Budget	Actual	% Expended
Phase 5			
Kimley Horn			
Task 1.1 Phase 5 North Design			0.0%
Task 1.2 Phase 5 South Design			0.0%
Task 1.3 Permitting Assistance North			0.0%
Task 1.3 Permitting Assistance South			0.0%
Task 1.4 Bid Phase Assistance North			0.0%
Task 1.4 Bid Phase Assistance South			0.0%
Task 1.6 Meetings North			0.0%
Task 1.6 Meetings South			0.0%
Total Phase 5 Design	\$ -	\$ -	0.0%
Construction Costs			
Phase 5 North Construction			
Preconstruction			
Construction			
Utility Costs (FPL, Comcast, AT&T)			
Construction Engineering (KH)			
Total Phase 5 North Construction	\$ -	\$ -	0.0%
Phase 5 South Construction			
Preconstruction			
Construction			
Utility Costs (FPL, Comcast, AT&T)			
Construction Engineering (KH)			
Total Phase 5 South Construction	\$ -	\$ -	0.0%
Easement Acquisition			
<i>Kimley Horn Easement Assistance</i>			
Easement Assistance	\$ 69,451		
<i>Surveys</i>			
Legal Sketch	\$ 4,967		
Jones Foster - Legal			
American Acquisition Group			
Temp Services			
Recording Costs			
Total Easement Acquisition Costs	\$ 74,418	\$ -	0.0%
Total Phase 5 Costs	\$ 74,418	\$ -	0.0%

Underground Utility Project Budget
Other Project Costs
March 31, 2018

Master Plan	Budget	Actual	% Expended
Task 1.1 - Data Collection & GIS Base Mapping	\$ 88,021	\$ 88,021	100.0%
Tash 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	\$ 42,800	95.0%
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	\$ 595,630	99.6%
Comcast Preplanning - Master Plan		\$ 12,015	
Community Outreach	\$ 282,519	\$ 197,551	69.9%
Peer Review Study - Patterson & Dewar (\$50,000 Offsetting Revenue)	\$ 100,000	\$ 100,000	100.0%
Commercial Paper Issuance Cost		\$ 195,498	
Commercial Paper Interest		\$ 10,011	
FPL Future Phases	Future Phase Budget	\$ 75,215	
Total Other Project Costs	\$ 980,414	\$ 1,173,905	119.7%

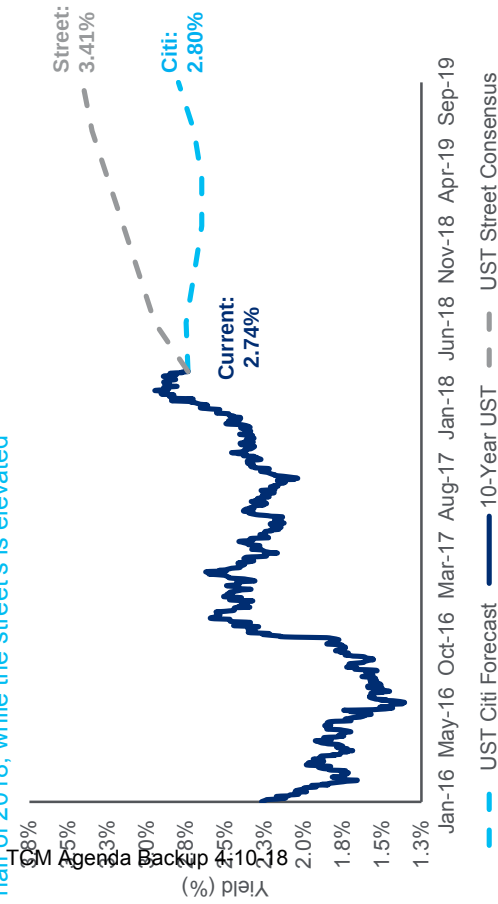
Related Costs Outside of the Underground Project Budget

	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	\$ 173,893	49.5%
Project Construction Engineering	\$ 11,607	\$ 5,223	45.0%
Utility Cost (FPL, Comcast, AT&T)	\$ 134,333	\$ 127,531	94.9%
Project Meeting Attendance	\$ 3,334	\$ 2,120	63.6%
Total Lake Worth Section	\$ 525,586	\$ 333,197	63.4%
Ibis Way PGD Improvements	\$ 14,583	\$ 14,583	100.0%
General Fund Costs			
Goldmacher v TPB Legal and Other Costs		\$ 179,215	
Kosberg v TPB Legal and Other Costs		\$ 131,689	
PBT Real Estate v TPB		\$ 29,558	
Gardner, Bist Bowden, Bush (Shef Wright)		\$ 7,148	
Project Manager -Pay and benefits	\$ 130,000	\$ 96,561	74.3%
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	\$ 794,169	\$ 898,896	113.2%

U.S. Rate Forecasts

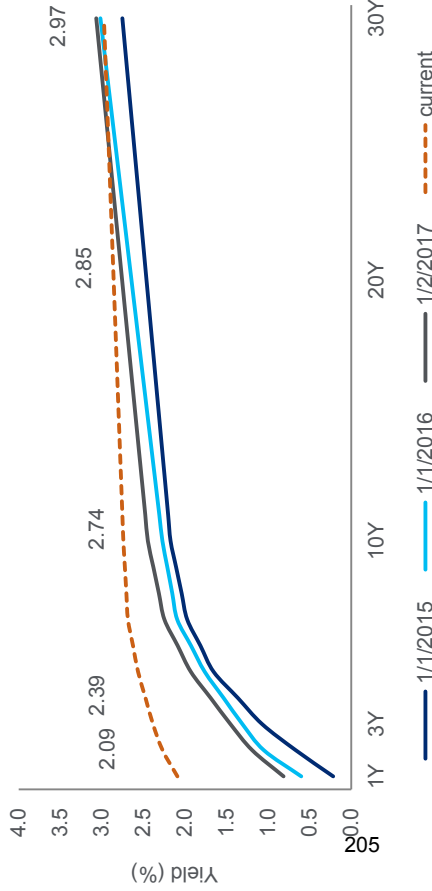
10-Year Treasury Yield Forecast

Citi forecasts a muted interest rate environment as we progress through the first half of 2018, while the street's is elevated



US Treasury Yield Curve

Over the past week, treasuries broadly strengthened on increased equity market volatility as well as a boost from quarter-end buying



Rate Forecasts

5-Year Treasury	Current	2Q18	3Q18	4Q18	1Q19	2Q19	3Q19
Citi's Forecast	2.56%	2.50%	2.50%	2.55%	2.60%	2.65%	2.70%

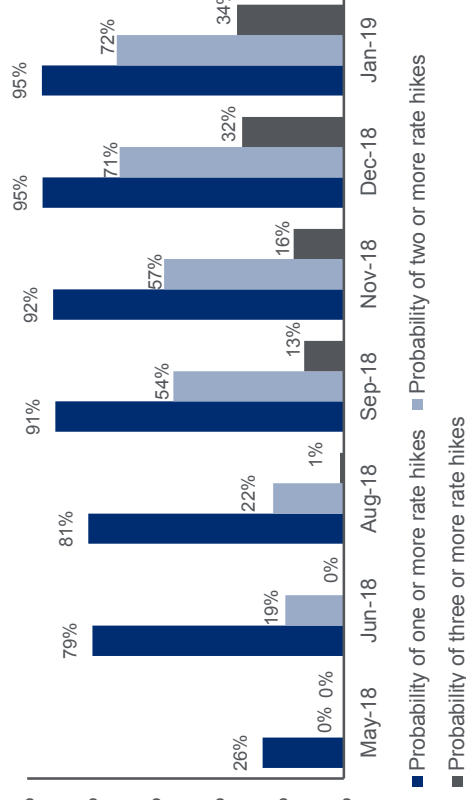
10-Year Treasury	Current	2Q18	3Q18	4Q18	1Q19	2Q19	3Q19
Citi's Forecast	2.74%	2.75%	2.70%	2.65%	2.65%	2.70%	2.80%
Economists' Consensus		2.95%	3.05%	3.15%	3.25%	3.35%	3.41%

30-Year Treasury	Current	2Q18	3Q18	4Q18	1Q19	2Q19	3Q19
Citi's Forecast		3.00%	3.00%	2.95%	2.95%	2.95%	2.95%
Economists' Consensus	2.97%	3.21%	3.30%	3.40%	3.50%	3.58%	3.72%

Fed Funds	Current	2Q18	3Q18	4Q18	1Q19	2Q19	3Q19
Citi's Forecast	1.75%	2.00%	2.25%	2.25%	2.50%	2.75%	3.00%
Economists' Consensus		2.00%	2.25%	2.50%	2.50%	2.75%	3.00%

Expectations of Next Fed Increase in Rates

The market currently anticipates 2 – 3 more rate hikes in 2018, with the next hike likely to come in June



Source: Current rates and expectation of Fed hike as of March 30, 2018; Citi forecasts as of March 21, 2018; Bloomberg forecasts as of March 30, 2018.

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Coastal Update:

a. Groin Rehabilitation Update

b. RESOLUTION NO. 050-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Increasing Purchase Order No. 170736 to Woods Hole Group, Inc., in the Amount of \$59,950, for Dynamic Modeling for the Coastal Vulnerability Assessment, Thereby Increasing the Purchase Order From \$100,000 to \$159,950, and Thereby Increasing the Task Budget From \$110,000 to \$169,950.

c. RESOLUTION NO. 20-2018 A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Approving a Purchase Order For Professional Coastal Engineering Services To Gahagan & Bryant Associates, Inc., in an Amount of \$26,240 for the Sand Transfer Plant Feasibility Study, and Establishing a Task Budget of \$30,000.

Presenter

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

ATTACHMENTS:

- ▣ **a. Memorandum dated March 30, 2018, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **b. Memorandum dated March 28, 2018, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **b. Resolution No. 50-2018**
- ▣ **b. Woods Hole Group Proposal**
- ▣ **c. Memorandum dated March 30, 2018, from H. Paul Brazil, P.E., Director of Public Works**
- ▣ **c. Resolution No. 20-2018**
- ▣ **c. GBA Proposal**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council
VIA: Kirk W. Blouin, Town Manager
FROM: H. Paul Brazil, P. E., Director of Public Works
RE: Groin Rehabilitation Update
DATE: March 30, 2018

STAFF RECOMMENDATION

Town staff requests the Town Council provide any additional input as deemed necessary.

GENERAL INFORMATION

At the March 29, 2018 Shore Protection Board (SPB) meeting, APTIM, Inc. provided a brief history of the groin rehabilitation plan and informed the board of the ongoing State and Federal permitting efforts. APTIM will provide a similar presentation to Town Council at the April 10, 2018 meeting.

The Town-wide groin rehabilitation plan is part of the Town's 10-Year Town Council-adopted Coastal Management Program. CB&I Coastal Planning and Engineering (CPE) finalized the draft execution plan for this program in October 2014. These preliminary findings were presented to the SPB. The board made recommendations to the Town Council concerning the type of groin that would be used and the proposed phased approach to construction. The Town Council accepted those recommendations and the consultant finalized an execution plan in February 2015 based on that direction. Following Town Council direction, APTIM (formerly CPE), has continued to pursue State and Federal regulatory approvals.

cc: Jay Boodheshwar, Deputy Town Manager
Robert Weber, Coastal Program Manager

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Approve a Change Order Increasing a Purchase Order to Woods Hole Group for Coastal Vulnerability Assessment
Resolution No. 50-2018

DATE: March 28, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 50-2018 approving a change order to Purchase Order No. 170736 with Woods Hole Group (WHG), for dynamic modeling in the amount of \$59,950 and increasing the total budget for the Coastal Vulnerability Assessment from \$110,000 to \$169,950.

GENERAL INFORMATION

In 2013, WHG completed a technical review of the proposed Coastal Management Program and provided input directly to Town Council prior to Town Council's adoption of the ten (10) year plan. While their report identified recommended projects for each respective reach along the shoreline, the report also included island-wide recommendations that extended through multiple reaches. One of the recommendations was the completion of a flooding vulnerability study.

Approved by Town Council on December 13, 2016, WHG is now approximately halfway through the two (2) year study. One element of the study was to use a model to help the Town plan for present and future risks of flooding. The initial scope of work, developed in 2013, was to use a static model. Recently, WHG successfully completed a flooding study utilizing a newly developed dynamic model for the Boston area. This new technology has the capability to recognize specific flooding pathways rather than the more simplified approach of identifying impacts based generally on water levels. The additional detail is more realistic and can identify focused solutions for Town assets and infrastructure that may be at risk from flooding events. The work that has been completed to date by WHG has revealed areas vulnerable to flooding pathways that also raise the significance to use this dynamic modeling.

Staff recommends that Town Council approve a change order to include the dynamic modeling. The use of the dynamic model vs. the static model will not impact the schedule for this study. WHG has informed that the study remains on track for a report to be provided to the Town by the end of this calendar year.

FUNDING/FISCAL IMPACT

Dynamic modeling for the Coastal Vulnerability Assessment was not included in the Town Council Adopted ten (10) Year Coastal Management Plan. A sufficient amount of unappropriated funds exists in the Coastal fund to accommodate an added dynamic modeling effort.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This Resolution has been reviewed and approved by the Town Attorney for legal form and sufficiency.

Attachments

cc: Jane Le Clainche, Director of Finance
Robert Weber, Coastal Program Manager
Dean Mealy, Purchasing Manager
Bob Hamilton, Woods Hole Group

RESOLUTION NO. 50-2018

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, INCREASING PURCHASE ORDER NO. 170736 TO WOODS HOLE GROUP, INC., IN THE AMOUNT OF \$59,950, FOR DYNAMIC MODELING FOR THE COASTAL VULNERABILITY ASSESSMENT, THEREBY INCREASING THE PURCHASE ORDER FROM \$100,000 TO \$159,950, AND, THEREBY INCREASING THE TASK BUDGET FROM \$110,000 TO \$169,950.

* * * * *

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 a purchase order increase of \$59,950 to Woods Hole Group, for dynamic modeling for the coastal vulnerability assessment, thereby increasing the total purchase order amount from \$100,000 to \$159,950. Thereby increasing the task budget from \$110,000 to \$169,950.

Section 2. The Town Manager is hereby authorized to execute a change order on behalf of the Town of Palm Beach for the coastal vulnerability assessment, and is authorized to approve additional tasks, as necessary, within budget.

Section 3. The Town Manager, or his designee, is hereby authorized to take such further actions as may be necessary to effectuate the completion of the said project, including any necessary change order work as recommended by the Public Works Director.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 10th day of April 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S. W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member

ADDENDUM: TECHNICAL APPROACH AND PROPOSAL FOR VULNERABILITY INDEX DEVELOPMENT, MAPPING AND ASSESSMENT

MARCH 8, 2018

TOWN OF PALM BEACH

Woods Hole Group respectfully submits this request for an addendum to the original scope and budget for the flood risk vulnerability investigation. The addendum request follows discussion at the January 23, 2018 Shore Protection Board meeting. At this meeting, an update on project progress was provided, along with recommendations for next steps both within the existing approved scope and for supplemental analysis outlined herein. The original technical approach (Attachment A) was provided to assist the Town of Palm Beach plan for present and future risks of inundation and coastal flooding. This work is specifically included in the 10-year coastal program as Item #7, which was developed in 2013. Based on our work to date, we recommend the use of a dynamic probabilistic flooding model rather than an enhanced bathtub model approach as originally planned.

Since the original scope was developed, the methods for analyzing this type of flood risk have advanced substantially. For instance, a probabilistic method was developed by Woods Hole Group in conjunction with Mass DOT, U.Mass Boston, and other partners under grant funding by the Federal Highway Administration. The outcome of this project (which required independent funding of nearly \$1M) was a method that received a Federal Highway Environmental Excellence Award for 2017 and acknowledgement in the Wall Street Journal¹. Additionally, the initial data gathering and analysis steps in the project, an essential part of any vulnerability investigation regardless of the modeling approach, led us to reconsider the most appropriate model.

We are proposing to apply a similar version of this new and improved technical approach (i.e., probabilistic and dynamic model) for Palm Beach. In addition to providing more reliable information, this approach also is necessary because our analysis to date shows there are areas of the barrier island that are vulnerable to overtopping under certain storm and water level conditions. Without the dynamic approach proposed herein, the flood risks will be overestimated. Since the purpose of this vulnerability assessment overall is to provide the Town with realistic planning level information to understand present and future flood risks to Town infrastructure as the basis for prioritizing public works projects, we want to ensure the Town has the best information at its disposal.

¹ "Boston Agonizes Over How to Protect Itself From Future Storms", WSJ, January 18, 2018.

This modified approach is recommended because:

- As a barrier island, the TOPB is in a unique position between the ocean and the intercoastal waterway. Based on analysis we completed to date on the project, we identified flooding pathways where there is potential for overwash between the ocean and the lake under certain flood scenarios (e.g., Figure 1 identifies some preliminary areas of focus). These were discovered through the LiDAR and aerial photographic analysis in the office, and then ground-truthed onsite. Based on these interim findings, we recommend shifting the modeling from a traditional bathtub model to the dynamic modeling described herein. Based on these new findings, the bathtub modeling approach would sacrifice resolution in distinguishing where inundation is most problematic, and overestimate risk.
- Nuisance flooding is an important contributor, as evidenced by the regular flooding of the Lake Trail at high tides. This flooding pathway (which is not generally believed to be overtopping the seawall/bulkhead) would not be captured by bathtub approaches of the original scope.
- Probabilities provide more powerful decision-making and planning tools. With probabilistic maps, the Town can not only identify areas and assets at risk of flooding, but also have an estimate of the annual likelihood. Some assets will have a higher risk tolerance than others (e.g., open park space can accommodate flooding more than a fire station or an evacuation route). Having this information will help prioritize future projects.
- Dynamic models will extend the planning horizon. Without the dynamic model, we are currently unable to perform a realistic assessment beyond the 2030 time horizon.
- New dynamic probabilistic flooding model are available and have been proven to provide more useful information (they weren't readily available when the original scope was developed). Sample output from the dynamic modeling at another site is shown by Figure 2.

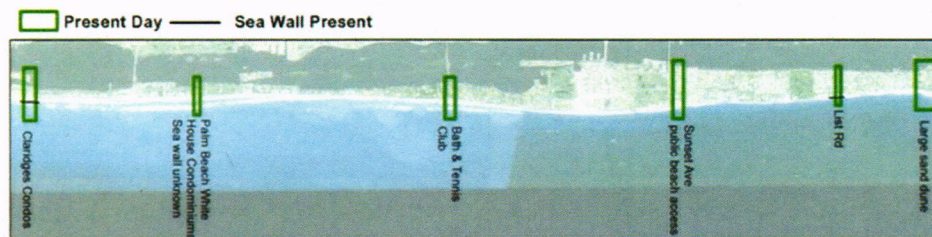


Figure 1. Preliminary areas of focus for potential overwash present day.

Given the uniqueness of the TOPB, the power of dynamic models and the availability of proven dynamic probabilistic flood models, we recommend modifying the originally proposed modeling approach for the TOPB. The work completed to date was needed regardless of the final modeling approach, and will be used in the dynamic model.

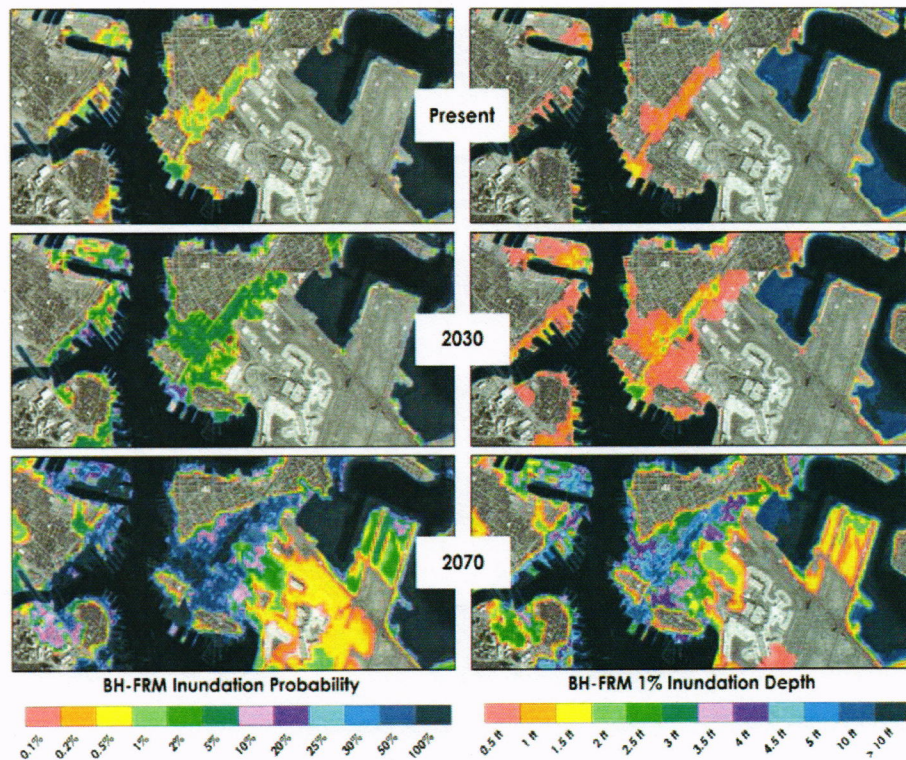


Figure 2. Sample dynamic modeling output showing percent probability of flood risk in Boston for present and future storm scenarios.

BUDGET

The implementation of a dynamic probabilistic flooding model will require additional budget of \$59,950. This will include the dynamic modeling recommend above, along with incorporation of flood pathways associated with nuisance flooding on the Lake Trail. We recommend the work continue on a time and materials basis so that resources can be conserved and dedicated where most needed. This incremental work will take the place of some of the originally proposed activities so there is an overall increase in efficiency. The dynamic modeling requires a larger effort and associated budget than the originally proposed bathtub model; however, we are able to recognize cost-efficiencies. First, the base model has already been set-up and tested for other projects under federal highway grants and other independent sources of financing. Second, the work completed to date informs and provides a foundation for the dynamic modeling effort. The unused portion of the budget originally intended for the bathtub approach in addition to the budget proposed herein will allow for completion of the proposed dynamic modeling. An approximate breakdown of the labor hours by category is provided on Table 1. As we have discussed, this additional budget assumes that the TOPB will provide seawall elevation data and guidance regarding the ranking of key assets. We will provide a separate document listing the additional requirements from the Town for planning purposes. The level of effort also will scale with the overall number of specific assets on each property, and total number of areas of concern.

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Reconsider Approval of a Purchase Order for Sand Transfer Plant Feasibility Study
Resolution No. 20-2018

DATE: March 30, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council reconsider the Shore Protection Board's (SPB) recommendation to conduct a feasibility study for the Sand Transfer Plant and approve Resolution No. 20-2018, approving a purchase order to Gahagan & Bryant Associates, Inc. (GBA) for coastal engineering services in the amount of \$26,240 for a Sand Transfer Plant Feasibility Study, and establish a task budget of \$30,000.

GENERAL INFORMATION

Members of the SPB have long understood the importance of maintenance and bypassing of sand from the Lake Worth Inlet with respect to the success of the Town's overall Coastal Management Program. With seasonal fluctuations in the volumes of sand bypassed by the Sand Transfer Plant, the SPB has often requested that Town staff provide input regarding potential improvements to the facility. Because the plant was constructed and put into operation many decades ago, before State and Federal environmental regulations, the plant has largely been exempt from regulatory influences. Significant changes to the siting and details of the plant may present permitting challenges. However, there may be opportunities to improve bypassing operations that may be worth invoking regulatory review.

At their November 3, 2017 meeting, the SPB recommended that Town staff obtain a proposal from a consultant for a complete evaluation of the Sand Transfer Plant. The purpose is to identify any improvements that can be performed to enhance bypassing productivity. The proposal was to be advanced to Town Council at an upcoming meeting. Attached is a proposal that includes the scope of work and cost provided by GBA. This proposal includes the review of current data and information and the preparation of options for sand bypassing improvements at the inlet. The alternatives for improvements and range of costs would be provided to the SPB at a future meeting. The work is expected to take approximately two (2) months to complete.

On March 29, 2018, Town staff informed the SPB that Town Council did not approve the feasibility study at their February 13, 2018 meeting. The SPB unanimously recommended that Town staff return to Town Council at their April 10, 2018 meeting with a strong recommendation from the SPB for approval.

FUNDING/FISCAL IMPACT

A Sand Transfer Plant Feasibility Study was not included in the Town Council Adopted 10-Year Coastal Management Plan. However, a sufficient amount of unappropriated and unreserved funds exists in the Coastal Fund, which could be utilized to perform this work.

PURCHASING REVIEW

The Purchasing Division has reviewed the information provided and has approved the content.

TOWN ATTORNEY REVIEW

The Town Attorney has reviewed this Resolution and approved for legal form and sufficiency.

Attachment

cc: Shore Protection Board
John C. Randolph, Town Attorney
Jay Boodheshwar, Deputy Town Manager
Jane Le Clainche, Director of Finance
Robert Weber, Coastal Program Manager
Dean Mealy, Purchasing Manager

RESOLUTION NO. 20-2018

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, APPROVING A PURCHASE ORDER FOR PROFESSIONAL COASTAL ENGINEERING SERVICES TO GAHAGAN & BRYANT ASSOCIATES, INC., IN AN AMOUNT OF \$26,240 FOR THE SAND TRANSFER PLANT FEASIBILITY STUDY, AND ESTABLISHING A TASK BUDGET OF \$30,000.

* * * * *

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 a purchase order to Gahagan & Bryant Associates, Inc., in an amount of \$26,240 for Professional Coastal Engineering Services for a Sand Transfer Plant Feasibility Study and establishes a task budget of \$30,000.

Section 2. The Town Manager is hereby authorized to execute a purchase order on behalf of the Town of Palm Beach for the Sand Transfer Plant Feasibility Study, and is authorized to approve additional tasks, as necessary, within budget.

Section 3. The Town Manager, or his designee, is hereby authorized to take such further actions as may be necessary to effectuate the completion of the said project, including any necessary change order work as recommended by the Public Works Director.

PASSED AND ADOPTED in a regular adjourned session of Town Council of the Town of Palm Beach this 10th day of April 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S. W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member

January 21, 2018

Robert Weber
Town of Palm Beach
Public Works Department
951 Old Okeechobee Road
West Palm Beach, FL 33401

Via email: RWeber@townofpalmbeach.com

RE: Town of Palm Beach Sand Transfer Plant Feasibility Study

Dear Mr. Weber,

Gahagan & Bryant Associates, Inc. (GBA) is pleased to provide this proposal to prepare a feasibility study to review the current operation of the sand transfer plant and evaluate options for improving bypassing efficiency at Palm Beach Inlet. Recent concerns regarding reduced annual bypassing quantities have prompted the SPB to determine potential causes for the reduction and to investigate potential alternatives for increasing bypassed volumes. The results of the study will be summarized in a report and presented to the Shore Protection Board. The following task describes the services to be provided by GBA to the Town of Palm Beach (Town).

TASK 1 – ENVIRONMENTAL CONSULTING

GBA will prepare a feasibility study to evaluate improvements to sand bypassing across Palm Beach Inlet. The feasibility study will review currently available information including bypass volumes and surveys, sand transfer plant schematics, as-built drawings for the recent sand trap improvements, hydrographic surveys of the ebb and flood shoals, nourishment plans for updrift communities, and will present a review of options for sand transfer plants implemented at other inlets. We will analyze existing beach profile data updrift and downdrift of the inlet to determine if there have been recent changes in littoral sediment transport patterns in recent years, which may be limiting the influx of sand to the limited reach of the sand transfer plant. The predominance of southeasterly winds during the past few years may have reduced the magnitude of the southerly drift which has historically occurred north of the inlet. The available surveys of the recently constructed sand trap basin will also be analyzed to determine its effect on littoral sand depositional patterns in the vicinity of the plant.

The Study will present the limitations of the existing sand transfer plant, recommend next steps to further investigate potential improvements, and present a range of costs to implement potential solutions. The findings will be presented to the Shore Protection Board at a regularly scheduled meeting. Services for this task are hourly, not to exceed.

Task 1 Cost: \$26,240.00

We appreciate the opportunity to work with the Town of Palm Beach on this important shoreline management project. Should you have any questions or require any additional information, please do not hesitate to contact me at (954) 248-2831 or via email at plcutt@gba-inc.com.

Sincerely,

A handwritten signature in blue ink, reading "Penny Cutt", with a long horizontal flourish extending to the right.

Penny Cutt
Senior Associate

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Recreation Center Project

TIME CERTAIN: 10:30 AM

a. Update From the Friends of Recreation.

Matthew Smith, Chair

b. Project Update.

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

c. Funding Source(s) For Town's Share of Project Costs.

Jane Le Clainche, Director of Finance/Beth Zickar, Director of Recreation

Time Certain

10:30 AM

Presenter

ATTACHMENTS:

- ❑ **Friends of Recreation Progress Report**
- ❑ **Project Update**
- ❑ **Memorandum Dated March 29, 2018, from Jane Le Clainche, Director of Finance and Beth Zickar, Director of Recreation**

Friends of Recreation
PO Box 977
Palm Beach, Florida 33480

Progress Report from Friends of Recreation, Vice Chair, Michael Ainslie
Presented to Town Council at it's April 10, 2018 meeting

Good morning, Ladies and Gentleman,

It is my pleasure to come before you today with some very exciting news. Friends of Recreation, the non profit created to raise money and support for the new Town of Palm Beach, Barbara and Morton Mandel Recreation Center, has reached it's goal of raising \$3.7 million to fund 1/3 of the cost of the new Rec Center. In fact, we have exceeded our goal and are close to the \$3.9 million mark.

The support from the Palm Beach community has been nothing short of amazing. Our three lead donors have given \$2 million collectively. So, as in most capital campaigns, over 1/2 of our donations came from only three donors.

Another 17 donors have given at the \$50,000 to \$150,000 level and their gifts total \$1.3 million. The final \$600,000 has come from over 60 other families with gifts ranging from \$1,000 to \$30,000.

What, you may ask, will be done with the funds raised in excess of \$3.7 million, which was our commitment to fund 1/3 of the project budget of \$11.1 million. We would hope the funds would be used to create an endowment with the income to help fund operating costs of the new Rec Center.

I would also like to point out the very modest cost of raising these funds. FOR has spent approximately \$110,000 to date. Another \$63,000 is set aside for future costs and interest payments on funds borrowed in advance of pledge payments. The total of \$173,000 represents only 4% of funds raised, a remarkable accomplishment. These funds have been spent on the Business Plan, advertising and brochure costs, mailing the brochure to every resident of Palm Beach, audit and accounting fees, and fund raising consulting expenses. We have had earmarked donations to cover these operating costs. These donations for admin and fund raising expenses are in addition to the \$3.9 million mentioned above.

The extremely low level of cost has been possible due to literally hundreds of hours of donated time and effort by Matt Smith, myself, and many other FOR board members. As well, Bob Simses and his law firm have donated over \$40,000 in pro bono legal fees. Maura Ziska and her firm, as well have donated their time, representing over \$20,000 in legal fees. We are most grateful to them for their good counsel, generosity and support.

We also want to thank Mort and Barbara Mandel for their continuing patience and support of the Rec Center. They have been invaluable to our efforts.

We are excited to see the Rec Center moving to become a reality. Thank you.

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Recreation Center Project Update

DATE: March 30, 2018

STAFF RECOMMENDATION

Town staff is providing this project update for informational purposes only.

GENERAL INFORMATION

The Construction Manager At-Risk (CMAR) approach was approved as the preferred delivery method for the Recreation Center project at that January 10, 2017, meeting, and Hedrick Brothers Construction was selected to provide the CMAR services.

Subsequent to Town Council's March 27, 2017, approval of the variances and special exception required for the project, litigation was filed challenging their decision. The project team, which includes Town staff and the project architect, Stephen Boruff, AIA Architects and Planners, and Hedrick Brothers continued its efforts to finalize the design details and specifications, but only worked on items that would not incur additional costs or require re-working in the event of a lengthy delay. The project was effectively on hold, but the team continued to meet to ensure completion of the final design, while exploring all value-engineering opportunities to help keep project costs down. Tasks completed during summer and fall of last year included:

- Soil borings were completed to determine the extent of unsuitable soils on the site and to allow for completion of the structural design for the foundation. Based on the results, the design consultant is recommending that a pile foundation be used.
- Percolation tests were also accomplished to determine how the site drainage and playing field was to be designed.
- Exterior utility locates were completed to determine the horizontal and vertical location of various utilities on the site (water, sewer, electric, phone, cable, etc.). That information was used to ensure that any conflicts with the building foundation were identified and resolved.
- Meetings were held with Town staff, utility providers, and design consultants to review the existing and future point of service for the new building, and to define the low voltage system requirements that are planned or anticipated (phone, data, sound system, cameras, lighting/controls, etc.).
- The preliminary playground design was received and reviewed/coordinated with the project team and the Town arborist (to minimize impacts to existing trees and confirm clearances, canopy heights, tree protection zones, etc.).

- A project schedule was developed to determine when the scope of work could be finalized and the subcontractor bid process could begin. See specific comments about this schedule at the end of this section.
- The project team has continued to conduct constructability reviews and to seek all practical value-engineering initiatives to meet the budget and the approved design intent.

The original project timeline anticipated a construction start during the summer of 2017. Due to the litigation, the project timeline was revised to delay the bid process and Guaranteed Maximum Price (GMP) development, as to not incur additional expenses associated with rebidding the project and negotiating an updated GMP in the event of a lengthy delay. The bidding process is now underway and the GMP is expected to be ready for Town Council consideration at the June 12, 2018, meeting.

FUNDING/FISCAL IMPACT

The project estimate provided in May 2017 was approximately \$11.2 million. Funding for the Town's portion of the project costs will be addressed by Town staff (Finance Director) during the consideration of this item at the April 10, 2018, Town Council meeting. Final costs are not yet known but are anticipated to be presented at the June 12, 2018, Town Council meeting as part of the GMP and final contract approval with Hedrick Brothers. The Friends of Recreation will also present an update regarding the fund-raising efforts at that meeting.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended. The GMP proposal is expected to be received from Hedrick Brothers Construction by mid-May and negotiations with Town staff conducted to arrive at a final GMP that should be completed in time for consideration by the Town Council at the June 12, 2018, Town Council meeting as noted above.

cc: Jay Boodheshwar, Deputy Town Manager
 Beth Zickar, Recreation Director
 Jane La Clainche, Finance Director
 Eric Brown, P.E., Assistant Director of Public Works
 Dean Mealy, Purchasing Manager
 Nelo Freijomel, Stephen Boruff AIA Architects
 Erin Brodsky, Hedrick Brothers Construction

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Jane Le Clainche, Director of Finance
Beth Zickar, Director of Recreation

Re: Recreation Center - Funding

Date: March 29, 2018

STAFF RECOMMENDATION

Staff requests the Town Council provide direction regarding the financial commitment of the Town's portion of the public/private funding plan for the new Recreation Center.

GENERAL INFORMATION

Resolutions establishing public/private funding partnerships with the Friends of Recreation (FOR), the Morton and Barbara Mandel Family Foundation (Mandel Foundation) and the Town of Palm Beach were approved at the July 12, 2016, Town Council meeting to construct a new Recreation Center. Said agreements included funding commitments of one-third from the FOR, one-third from the Mandel Foundation and one-third from the Town, up to \$5 million each. The preliminary cost estimate for the project in May 2017 was approximately \$11.2 million.

In a demonstration of good faith and commitment to the project the Mandel Foundation and the FOR provided advanced payments (also known as grant offsets) on their committed 1/3 funding shares to cover the cost of various professional services, including design, ARCOM approvals, and pre-construction services. Said advanced payments were considered non-recourse, so if the project did not go forward the Town would not be liable to reimburse our partners, but said advances would be credited towards their share if the new recreation center was built.

Staff is now seeking Town Council's direction for the Town's share of the project costs, relative to funding source(s). As of September 30, 2017, excess reserves exist in the following funds that could be used to cover the Town's share. The balances below are above the required minimums.

Fund	Excess Reserve
General Fund	\$1,165,947
Equipment Replacement Fund	\$1,397,384
Health Insurance Fund	\$5,283,648
Risk Fund	\$3,578,199

Staff recommends that the Town Council appropriate ½ of the amount from the Health Insurance Fund Reserve and the other ½ from the Risk Fund Reserves for the Town's share of the project costs. These appropriations will still leave sufficient reserves in place for the future. If the Town Council approves staff's recommendation, we will bring back a budget amendment ordinance to appropriate the funds from the Health and Risk funds to the Recreation Enterprise Fund.

FUNDING/FISCAL IMPACT

The commitment to the public/private partnerships for funding of the new recreation center and improvements to Seaview Park require a financial commitment by the Town of up to one-third of the cost of the project. The previous estimated Town's share was \$3,734,000. A final GMP will be presented at the June Town Council meeting and the Town's exact share will be finalized at that time.

Attachments

cc: Jay Boodheshwar, Deputy Town Manager
Danielle Olson, Director of Human Resources
H. Paul Brazil, Director of Public Works
Rod Gardiner, Assistant Director of Recreation
Karen Temme, Risk Manager
Morton and Barbara Mandel Family Foundation
Friends of Recreation, Inc.

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Regular Agenda - New Business

Agenda Title

Town Docks Project

TIME CERTAIN: 11:00 AM

a. Presentation of Draft Master Plan for the Town Docks and Accessory Structures.

Presenter: Gordon Thomson, P.E. , D.CE, W.F. Baird & Associates

Beth Zickar, Director of Recreation

b. Authorization to Issue RFQ for Design Consultant Services for Town Dock Replacements.

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

Time Certain

11:00 AM

Presenter

ATTACHMENTS:

- ▢ **Memorandum Dated March 28, 2018 from Beth Zickar, Director of Recreation**
- ▢ **Draft Master Plan for the Town Docks**
- ▢ **Memorandum Dated March 22, 2018, from H. Paul Brazil, P.E., Director of Public Works**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Beth Zickar, Director of Recreation

Re: Draft Master Plan for the Town Docks and Accessory Structures

Date: March 28, 2018

STAFF RECOMMENDATION

Staff requests that Town Council's review a draft of the Master Plan for the Town Docks and Accessory Structures and provide direction to staff as necessary.

GENERAL INFORMATION

The Town Council provided direction to staff, at the January 10, 2017 meeting, to move forward with the issuance of a Request For Proposal (RFP) for the hiring of a consultant to prepare a master plan for the replacement of the Town Docks. The Selection Committee ranked the firm W.F. Baird & Associates Ltd. as the highest based on their submittal and the subsequent presentation, in response to the RFP. At the September 12, 2017 Town Council meeting the contract was awarded. An initial planning meeting with the team from W.F. Baird & Associates and Town staff was conducted on November 3, 2017. The Town's core project team included Beth Zickar, Director of Recreation, Mike Horn, Dockmaster, Patricia Strayer, Town Engineer and Jay Boodheshwar, Deputy Town Manager.

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

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

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

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

The draft Master Plan includes an examination of the existing conditions, a discussion regarding the basis of design, dock layout alternatives, recommendations for utility service and amenities,

interior parking lot improvement options, dock infrastructure proposals, potential construction sequencing and timeline, future rate and revenue potential, grant assistance opportunities and anticipated operating and construction costs. Three dock configurations are presented for consideration. Each alternative provides a summary of the slip mix, projected revenue and anticipated construction costs.

The Town Docks Master Plan continues to move through the document development process. Town staff, in partnership with the consultant team, will continue to review and update the plan so the document accurately reflects current conditions, recent input, future facility vision and new challenges. The final document will return to Town Council for consideration at the May 8, 2018 meeting.

FUNDING/FISCAL IMPACT

The fiscal impact of implementing the recommendations of the master plan will vary depending on the final direction of Town Council. The opinion of construction costs included with the draft report provides preliminary estimates for the various improvement options and recommendations suggested. Further evaluation, planning and design are required to identify more definitive cost estimates.

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



Town of Palm Beach

Master Plan for the Town Docks and Accessory Structures

Executive Summary

The Town Docks present the first impression of the Town of Palm Beach when crossing Royal Park Bridge. The beauty and serenity of the vessels moored at the docks provide an instant ambiance that reflect the elegance and sophistication of the Town of Palm Beach.

However, the Docks are starting to show their age and need rehabilitation and upgrading. Thus, the Town undertook this Master Plan to develop a vision for the Town Docks and determine a course of action.

The first step was to solicit feedback from the Mayor, Town Council, upland property owners, dock patrons, Town residents, and Town staff. There was general agreement that the docks need to be updated, but that a mixture of vessels should be maintained and the general feel of the docks should remain the same. A preference was also expressed for floating docks.

A market demand and rate analysis was also performed. This showed that the demand for dock space in southeast Florida is rising and that alternatives could be based on the vision for the Town Docks. It was also determined that rates at an updated Town Dock facility could be raised to market rates, especially given the stature of the Town of Palm Beach. The Town Docks' competitive advantage is its location with the implicit elegance and security of being located in the Town of Palm Beach.

Three alternatives are presented in the Master Plan ranging from minor expansion of the current layout to the addition of

an additional dock north of the current Brazilian Dock, and multiple larger slips. The potential revenue generation, length, and construction cost of each alternative is summarized below.

Table 1.1: Summary of Predicted Revenue and Construction Cost

	Alternative 1	Alternative 2	Alternative 3
Annual Revenue	\$13.5M	\$16.3M	\$16.4M
Cost	\$26.3M	\$30.7M	\$31.8M
Dock Length	8,923 ft	10,673 ft	10,076 ft

In addition to the installation of a new dockage system, the cost includes dredging the mooring basin, a new bulkhead, renovating the three buildings, and addressing parking by adding 19 additional parking spaces with no loss of green space.

It is anticipated that construction could begin in April 2020. It may require two summer seasons to complete the work, though other construction timing opportunities are available.

The next steps are to select one of the alternatives and then step through permitting, engineering, final design, bidding and construction.

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Appendix E 2018 Town of Palm Beach Docks Fee Schedule

1. Introduction

The Town Docks should reflect the elegance and sophistication of the Town of Palm Beach.

The Town Docks present the first impression of the Town of Palm Beach when crossing Royal Park Bridge. The beauty and serenity of the vessels moored at the docks provide an instant ambiance that reflect the elegance and sophistication of the Town of Palm Beach. The Town Docks are also the only public marina on the island of Palm Beach. It is essential that the Town Docks be a world-class facility keeping with the stature of the Town.

First constructed in the 1940s, the docks have been expanded and updated, but the last major renovations were conducted between 1993 and 1998. The Town recognized that an upgrade to the Town Docks was necessary. Thus, this Master Plan effort was undertaken to develop a vision for the Town Docks.

It was critical through the Master Plan development process to understand and integrate the opinions of a multitude of individuals. While any changes will obviously impact dock patrons, the Town stressed that the effect of any modifications to residents along South Lake Drive, and other Town residents that enjoy Lake Drive Park, must also be considered. Thus, public outreach has been a major component of the planning effort.

The Town Docks also provide an important source of revenue for the Town. Thus, the Master Plan also includes an estimate of upgrade costs and potential revenue

generation. A market analysis was performed to determine demand for various slip sizes, including recommendations on the amenities to ensure that the Town Docks are a state-of-the-art facility but with fair market rates.

Multiple dock layouts were developed based on the market analysis and considering feedback from the public to maintain a range of vessels at the Town Docks.



Figure 1.1: View north to the Town Docks

2. Outreach and Public Input

Outreach and inclusion of public input was a critical element of the Town Dock's Master Plan.

A key effort in the development of the Master Plan was outreach to Town residents and dock patrons. The following meetings were held:

- Mayor and Town Council members
- Focus group with Royal Park Home Owners Association (21 attendees)
- Focus group with Dock Patrons (24 attendees)
- Public meeting and presentation at the Recreation Advisory Commission

An opinion survey was also circulated to the dock patrons to solicit their suggestions and obtain feedback on various aspects of the Town Docks (31 responses).

There were several common themes throughout these meetings, which are summarized here. A compendium of the comments recorded during the open meetings are presented in Appendix A.

The docks are dated and need upgrading.

There was unanimous agreement in all comments that the docks are dated, showing their age, and need to be rehabilitated.

*These are the TOWN DOCKS.
Keep the same feel.*

This thread was reflected in a variety of statements all echoing that they wanted to retain the unique character of the Town Docks. Some indicated that the docks should not be expanded, that a mixture of vessels sizes should be maintained, and that footprints of the existing buildings not be expanded. The public also voiced opposition to a convenience store to sell supplies.

Opinions on the size and mixture of vessels varied.

Parallel with maintaining the feel of the docks was significant and varied feedback on the maximum size and number of vessels that the Town Docks should serve. The dock patrons were some of the most ardent supporters of having a mixture of slips.

*The Docks should serve
Town Residents.*

Many commenters suggested that the Town Docks should provide a service to Town residents. This is the one public marina in the Town of Palm Beach and should serve Town residents.

Parking is insufficient.

It was made clear that parking solutions should be considered but not at the detriment of the existing green space. Revising the parking along South Lake Drive per the “Bonci” report was also raised.

*Floating docks are preferable
over fixed docks.*

There was almost unanimous agreement that floating docks are preferable compared to fixed docks. This is a safety issue as well as for ease of docking and protection of the boats. The preference is to have piles within the deck structure rather than adjacent to the deck.

Consider a kayak launch.

Several residents expressed hope that a kayak launch could be included in the plan, because the Town Docks were one of the few public access points to the Lake Worth Lagoon.

Don't reduce the green space.

Numerous upland residents expressed concern about reducing the green space within Lake Drive Park. There was concern that the green space would be reduced to expand parking for the Town Docks.



Figure 2.1: View of Lake Drive Park

3. Existing Conditions

3.1 Docks and Bathymetry

The Town Docks consist of three piers: Brazilian, Australian, and the Peruvian Dock (listed north to south and named after the adjacent east/west roads, see Figure 3.1). The deck is aluminum and rests on a concrete cap supported by concrete piles. Thus, the deck does not rise and fall with the tide. They were last rehabilitated between 1993 and 1998.

Table 3.1: Existing Slip Mix

Slip Size (ft)	Brazilian Dock	Australian Dock	Peruvian Dock	Total
50	9	2	3	14
60	6		9	15
80	14	2		16
100		8		8
110		8	9	17
120		5		5
130		5		5
Total	29	30	21	80
MST	172 ft	262 ft	172 ft	606 ft
Length	2,040 ft	3,452 ft	1,813 ft	7,305 ft

Marginal side tie (MST) is a section of dock that can moor vessels but is not intended to service a particular length of vessel. Typically, longer than an individual slip, multiple vessels of various sizes can moor along MST, giving the marina added flexibility in mooring arrangements. MST at the existing docks is located at the western end of each dock.

The controlling depth in the Intracoastal Waterway (ICW) is stated as 12 feet (relative to mean lower low water (MLLW)), though in the vicinity of the Town Docks, it is as deep as 23 feet. The water depth at the docks varies from approximately 4.5 feet to 20 feet, though the majority of the area is 8.5 feet deep. The southern slips at the Peruvian Dock are shallower at approximately 7.5 feet. There is shoaling directly underneath each of the dock structures.

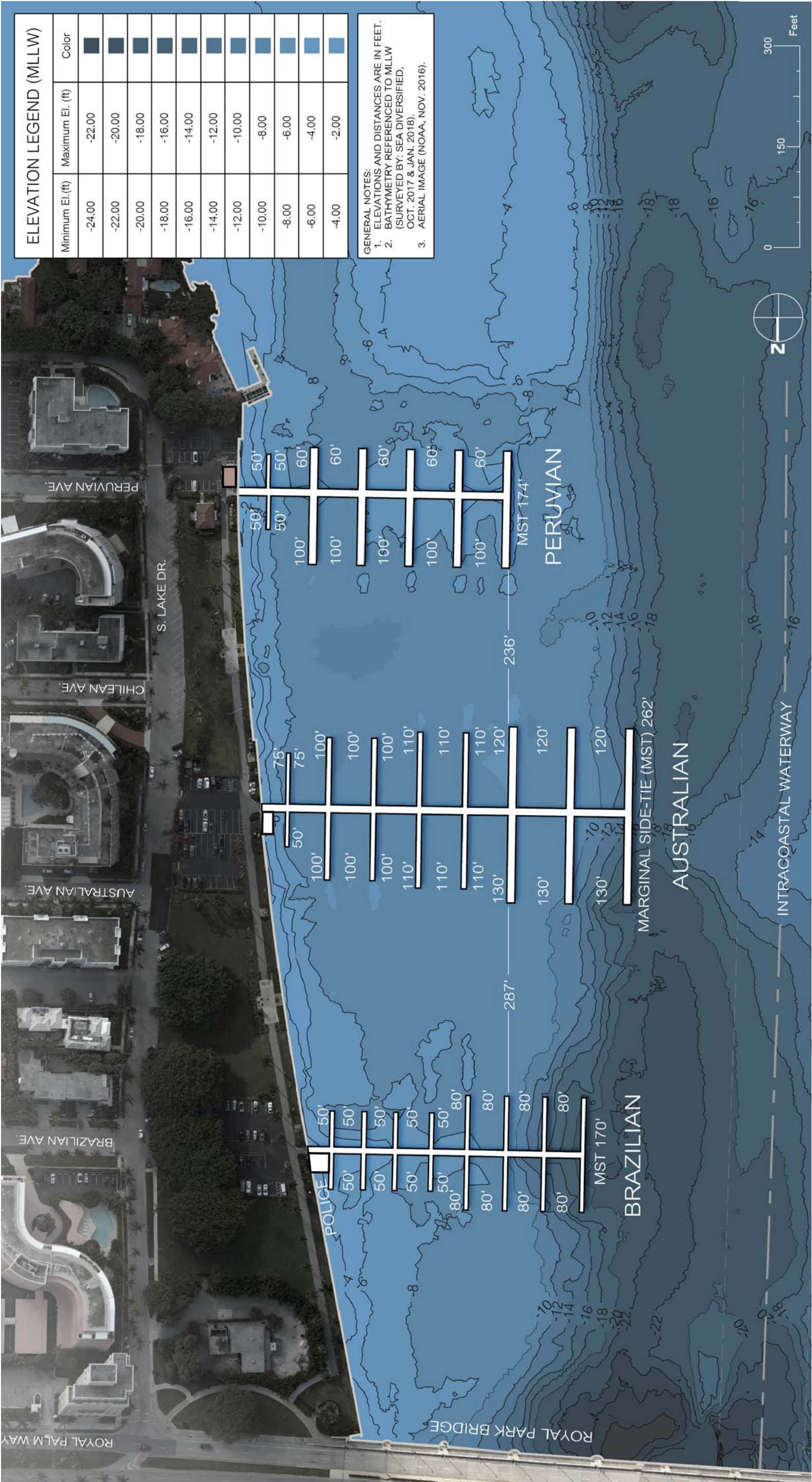


Figure 3.1: Existing Conditions of Dock Layout and Bathymetry

3.2 Tides and Water Levels

The mean tidal range at the Town Dock is 2.6 feet (MLW to MHW) as shown in Table 3.2. Given that most navigation charts typically refer to MLLW when discussing depths, all elevations are referenced to MLLW.

Mean tidal range = 2.6 feet

Table 3.2: Tidal Elevations

Description	Elevation (feet, MLLW)
Dock Elevation	5.5
Mean Higher High Water	2.91
Mean High Water	2.72
NAVD '88	2.41
Mean Tide Level	1.44
Mean Low Water	0.15
Mean Lower Low Water	0.00

The data in Table 3.2 is based on NOAA tide station 8722621, which used to be located at the Town Docks.

NOAA (2018) published a sea level rise rate of 0.0121 feet/year (3.68 mm/year) for the Lake Worth Pier based on a linear trend and using measurements dating back to 1970. Assuming a 50-year project life (construction by 2020) and a continuation of this linear trend, then a lower end of the

expected sea level rise is 0.6 feet. NOAA provides a wide range for low (0.98 feet), intermediate (2.23 feet), and high (4.40 feet) sea level rise by 2070. The Southeast Florida Compact (2015) suggested using USACE's high sea level rise estimate, which would suggest that sea level will rise 1.71 feet by 2060.

3.3 Tidal Currents

Currents through the Town Docks were observed and estimated but not measured. The USACE (2014) measured currents as part of a Lake Worth Lagoon modeling effort and estimated peak spring flood tides of just over 1 knot. Considering the difference in cross-section, peak currents at the Town Docks are estimated to peak at 2 knots. Previous studies at Currie Park suggest stronger flood currents (southward directed) than ebb currents (northward directed) with peak speeds of 1.3 knots. The tidal currents suggest that vessels be aligned in a north-south direction to minimize vessel exposure to the currents.

3.4 Storm Surge

Storm surge is an increase in water level due to storm induced winds and atmospheric pressure change. NOAA (2016) developed an analysis of storm surge throughout south Florida using the SLOSH model, including within the Lake Worth Lagoon. Storm stage at a mean tide level in the immediate vicinity of the Town Docks was extracted from this data set and is presented in Table 3.3.

Table 3.3: Storm Stage at Town Docks based on SLOSH Modeling

Storm	Storm Stage (ft, MLLW)
Tropical Storm	3.6
Category 1	3.9
Category 2	4.8
Category 3	5.5
Category 4	6.7
Category 5	8.0

3.5 Wind

Hurricane force wind speeds, water level, and expected vessel size are used to develop design criteria for the dock elements. However, average wind conditions are also important elements for determining potential wave conditions.

The wind rose in Figure 3.2 shows that winds mainly arrive from the east to southeast, and this is also the direction of the strongest winds. Tropical storm force winds are infrequent enough that they don't register as a percentage and should be considered separately.

The Town Docks recommend that dock patrons relocate their vessels if there is an imminent threat of a hurricane.

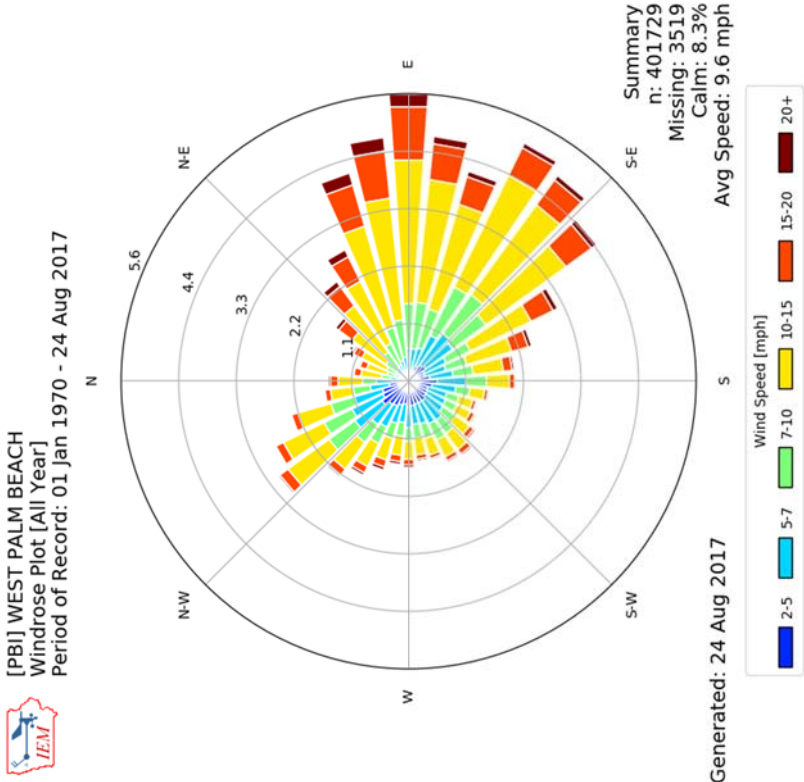


Figure 3.2: Wind Rose for West Palm Beach Airport (ISU, 2017)

3.6 Waves

Waves impacting the project site are created either by wind or boat wakes.

As shown in Section 3.5, winds are predominantly from the east to southeast and thus don't affect the Town Docks. However, approximately 3% of the time, the wind direction is either directly north or south, which has the potential to generate one-foot waves during 20 mph winds. Typically, wind direction and wind strength don't combine to generate waves greater than 0.5 feet at the Town Docks.

Dock patrons more often complain about boat wakes rocking vessels in the marina. The boat wakes are created by vessels traveling north from the Southern Blvd Bridge and trying to arrive at the Royal Park Bridge while it's open. While the Town Docks are located within a "minimum wake zone" Figure 3.3 (Palm Beach County, 2018), the boundary is located only 700 feet from the southeast corner of the docks. Thus, the boat wake can still propagate into the marina, even if the vessels elects to comply with the wake restriction, and vessels can often create boat wakes greater than one foot within the marina. The Dockmaster notifies passing vessels of their infraction when possible.

3.7 Sediment and Substrate

A sediment analysis was not performed during the development of the Master Plan. However, the bulkhead inspection video footage showed a sand substrate along the entire length of the bulkhead, and probing suggested a sandy substrate within the marina.

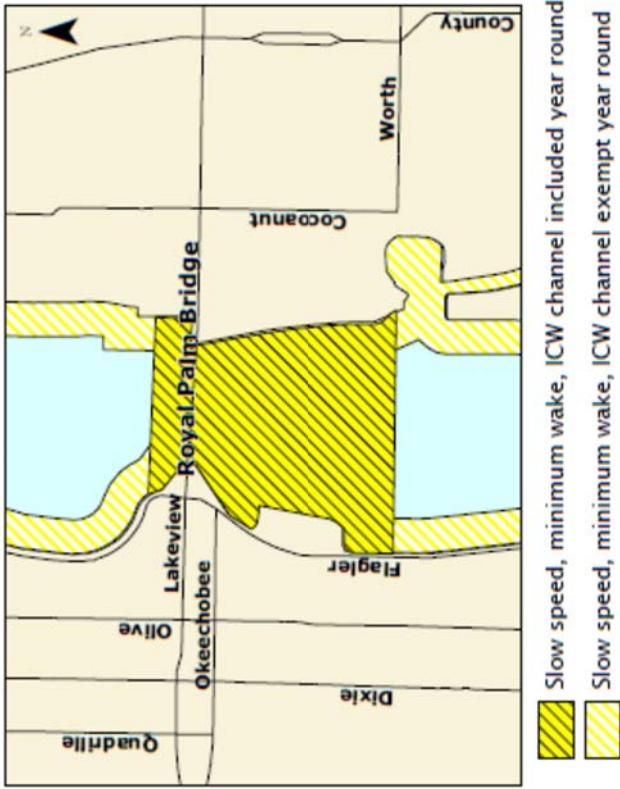


Figure 3.3: Wake Restrictions in vicinity of Town Docks

Palm Beach County (2008) showed that over 78% of Lake Worth Lagoon had a sandy substrate. The Lagoon suffers from localized areas of muck, mostly related to runoff, but the Town Docks are not located close to the larger canals responsible for this runoff.

There is a rock ledge south of the Peruvian Docks, but the extent or depth of rock within the Dock basin is unknown. This will need to be investigated prior to any proposed dredging. The sediment transport rate in this area is also not known. These and other environmental factors, such as potential contamination, will have to be evaluated as part of the final design, engineering and the regulatory process.

4. Basis of Design

This section discusses various elements that affect the development of various alternatives. This includes the market demand for number, size, and type of vessels, type of docks, the required draft and sizing of the docks to facilitate dock use, and end service amenities.

4.1 Market Demand

In 2017, 93% of the Town Dock patrons purchased an annual lease. Thus, if a proposed alternative maintains the present mixture of vessels and a similar rate structure, then similar utilization rates can be expected.

Mooring space demand in southeast Florida is outstripping capacity.

This Master Plan is considering upgrading services and amenities, and expanding the docks. Therefore, a market analysis was performed to determine whether changes to the docks in terms of number of slips, slip mixture, and/or rate structure would positively or negatively affect utilization and revenue. It was determined that there is a demand for a variety of vessels, including larger vessels, and that demand for mooring space is outstripping capacity in southeast Florida. Furthermore, even the largest possible increase in Town Dock space could be rented at market rates. Thus, alternatives should be based on the vision for the Town

Docks without concern for whether there is sufficient demand.

4.2 Floating vs Fixed Docks

There was strong preference by dock patrons (81%) for floating docks over fixed docks. This is the trend within the marina industry, and floating docks are recommended for the Town Docks.

It is recommended to install floating docks.

Floating docks provide the following advantages over fixed docks:

- Easier boarding of vessels across a range of tidal conditions, e.g. constant freeboard.
- Easier mooring as slack line is not needed to account for tides.
- Reduces risk of damage to the vessel, because the vessel and dockage system move up and down with the tide in the same relationship and rate.
- Minimizes risk of submerging power cables and pedestals during storm surges.
- Provides better wave attenuation.

Floating docks are recommended as they provide improved safety, easier embarking/disembarking, and a better patron experience.

4.3 Telescoping vs Protruding Piles

Piles are used to hold the floating docks in place. Most docks have piles that protrude through the deck, and the deck has either rollers or bumpers to protect the deck and the pile as the deck rises and falls with the tides.

Telescoping piles consist of two steel pilings. The outer piling is driven into the bed rock and acts as a sleeve for the inner piling, which is fitted in a socket affixed to the dock structure (Figure 4.1). There are several benefits to this system including greater deck space, avoiding any mooring impediments, and improved aesthetics.

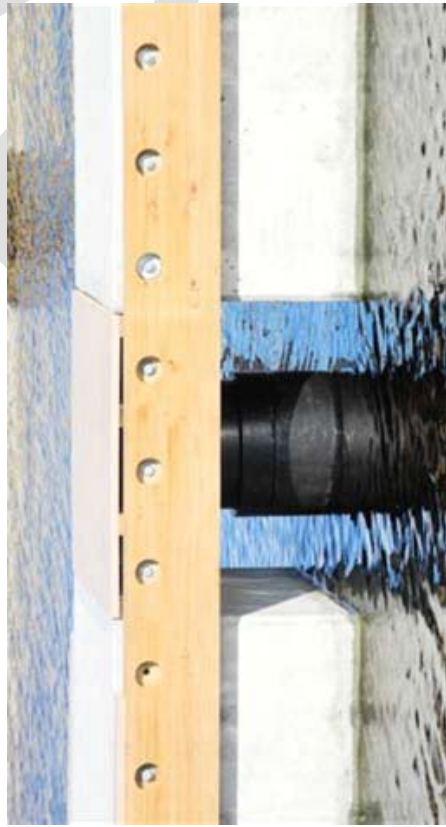


Figure 4.1: Pile with a Telescoping Pile (Bellingham)

Telescoping piles can be more expensive than protruding pile designs but should be considered during the engineering and design phase. They could be bid as an alternative if price is a significant concern.

4.4 Maximum Vessel Length and Draft

The vessels currently moored at the Town Docks range in length from 50 feet up to 200 feet. The industry trend is that vessels are increasing in size (length, beam, and draft). Ultimately, the vessels that can moor at the Town Docks will be limited by the navigable draft of the ICW, which is listed as -10 feet MLLW. The Florida Inland Navigation District (FIND) and U.S. Army Corps of Engineers (USACE) periodically dredge the ICW to -12 feet MLLW to maintain navigation but are only required to provide -10 feet MLLW. FIND is currently considering to dredge the ICW to -15 feet MLLW, but this maybe five to seven years away. Rybovich Marina recently obtained approval to dredge their marina to -14.7 feet MLLW.

PIANC (2013) provides guidelines for the design of superyacht facilities. Figure 4.2 provides the relationship between vessel length and draft with the average being the red line and the blue dashed lines providing a 90% population envelope (note this figure is provided in metric units). The current 10-foot limiting water depth suggests that the upper limit of vessel size may be 190 feet. However, the largest vessel currently moored at the Town Docks is 200 feet long and transits to the Town Docks by timing the tide.

If the vessel captains are willing to consider using high tide then vessels up to 230 feet should be able to access the

Town Docks along the ICW at the authorized -10 feet MLLW depth. Maintenance of the ICW to -12 feet MLLW provides additional clearance. There are naturally deeper slips at the western end of the existing docks, which accommodate the larger vessels upon arrival.

Given a 50-year planning horizon, it is recommended that the Town position themselves for potential future dredging of the ICW and use -14.7 feet MLLW as a limiting depth. Deeper dredging at this time may minimize the need for future maintenance dredging, and be more cost effective in the long term. While a dredge depth of -14.7 feet MLLW could accommodate a 340-foot long vessel, this size is not keeping with the vision of the Town Docks; therefore, it is recommended that the Town Docks have slips designed for vessels up to approximately 230 feet in length.

The Master Plan assumes a maximum vessel length of approximately 230 feet while considering opportunities for future larger vessels.

The length/draft relationships assumed in the design process are summarized in Table 4.1.

Table 4.1: Vessel Length/Draft Relationship for Design

Length (ft)	Mean Draft (ft)	90% Envelope Draft (ft)
50	<4	4
65	5	6.5
80	6.5	7
110	7.5	10
130	8	10.5
150	8.5	11
160	9	11
200	10	12.5
230	11	13.5
250	12	14.0
300	13.5	15.5

The beam of a 230-foot vessel will typically average 40 feet with the 90% envelope ranging up to 45 feet.

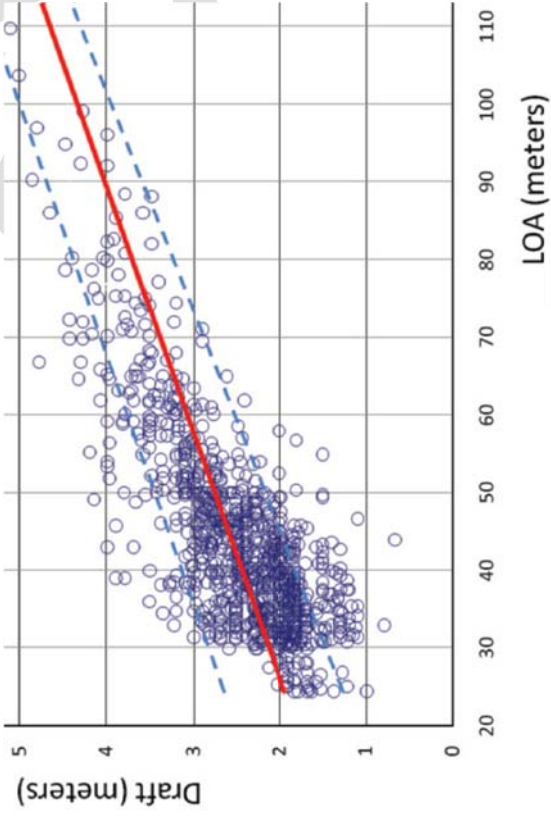


Figure 4.2: PIANC Guidance on Vessel Length vs Draft

4.5 Fairway Width

The fairway is the distance directly across from the slip and is typically described in relation to the vessel length. The minimum fairway width should be at least 1.5 L, where L is the length of the longest vessel.

4.6 Functional Requirements and Dock Width

The width of the head pier and finger pier were based on the following functional requirements and assumptions:

- Piles would be located within and extend through the floating dock
- A motorized cart should be able to navigate the length of the pier head and finger piers of larger slips
- Major site utility components, e.g. transformers, backflow preventers, dock boxes, would be located along the main pier (included in the concept drawings)

It is suggested that the main piers and MST docks be 16 feet wide while the finger piers be 8 feet wide for vessels less than 100 feet in length and 12 feet wide for vessels greater than 100 feet in length.

4.7 Wave Attenuation

Town Dock patrons have complained that waves rock their vessels while moored at the facility. These waves may be either wind generated or boat wakes. Options to attenuate waves at the Town Docks, include:

- Wave attenuation via floating docks (recommended)

- Non-uniform bulkhead face (recommended)
- Southward relocation of the “no wake” zone
- Construct a spoil island to the south of the docks
- Construct a wave dissipation structure
- Construct a living shoreline or revetment along the bulkhead

It is recommended that concrete pontoons be used throughout the dock system rather than plastic as these provide greater wave attenuation capability. Additional wave attenuation features can be added to the bottom of these.

If/when the bulkhead is replaced, it is recommended to use the “Z” shape of sheet piles to provide a non-uniform face that will interfere with the shape of the reflected waves, thus dissipating wave energy.

It would be beneficial to relocate the “no wake” zone (shown by the red triangle in Figure 4.3) further to the south. This was attempted several years ago but ultimately failed. Boaters objected to the movement of the “no wake” zone so that they could better time the raising of the bridges. Boaters may ignore the “no wake” designation regardless of its location. While a consideration, this option should not be relied upon to address wave attenuation at the Town Docks.

An environmentally friendly solution would be to construct an island to the south of the Town Docks (Figure 4.3). This could also be used to beneficially dispose of some of the material dredged while deepening the facility. The challenge is that the island would be offset from the channel due to navigation safety, which would limit its effectiveness. While the island

would be low, the opinions of the adjacent property owners should be solicited.

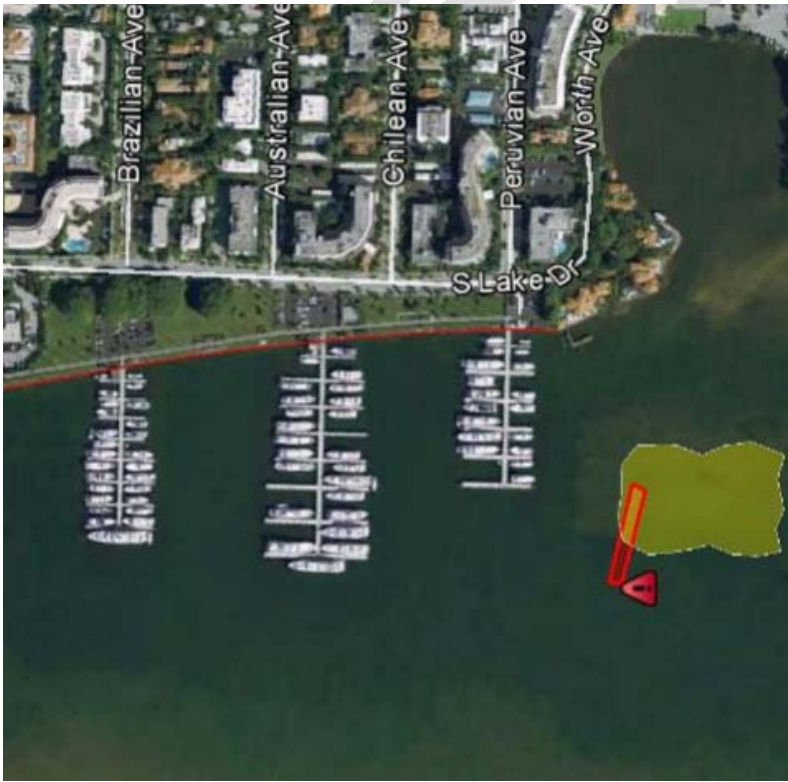


Figure 4.3: Conceptual Island and Wave Attenuation Structure South of the Town Docks

Another alternative is to construct a narrow wave dissipation structure to the south of the docks (red box in Figure 4.3). This could be created from either a series of piles, a timber crib structure, or a narrow rock rubblemound structure. This would be less intrusive than the disposal island concept.

A living shoreline (sloped boulder face planted with mangroves) constructed along the face of the bulkhead could help reduce wave reflection compared to the current smooth vertical bulkhead. The Town constructed a 2,000-foot mangrove planter adjacent to the Par 3 Golf Course, which was highly successful, and this concept could be applied (Figure 4.4).



Figure 4.4: Living Shoreline at the Par 3 Golf Course (PBC, 2018)

While this will increase the longevity of the existing bulkhead, a new bulkhead will ultimately be required due to continued deterioration and loss of backfill. A revetment may not directly solve these issues. Other considerations include the slope of the revetment, which will reduce available mooring space by potentially 20 feet along the length of the bulkhead. The revetment may also attract fisherman and collect trash.

5. Dock Layout Alternatives

5.1 Alternative 1

Alternative 1 is the closest in principle to the existing dock layout. It can be considered as bringing the existing layout to current design standards.

Alternative 1 most closely replicates the existing docks.

Key elements of this design, shown in Figure 5.1, include:

- Designed to mirror the existing dock layout with similar number of slips and slip lengths.
- Five slips added to the Peruvian Dock (four by adding another slip set and one at the bulkhead).
- Some slips were lengthened as existing vessels overhang the existing docks.
- Increased the number of sub-85-foot slips by two compared to the existing conditions (from 46 to 48).
- The docks extend further west to facilitate industry standard with respect to berth and finger pier width.
- Australian and Peruvian Docks shifted slightly north to minimize dredging while maintaining safe navigation fairways.
- MST similar to existing conditions.

- Dredging to provide safer navigation and mooring (33,700 cy).

Table 5.1 summarizes the slip mix, MST, and total length of dock space.

Table 5.1: Alternative 1 Slip Mix

Slip Size	Brazilian Dock	Australian Dock	Peruvian Dock	Total
65	3	4	4	11
80	26		11	37
110			11	11
130		26		26
Slip No.	29	30	26	85
MST	176 ft	276 ft	206 ft	658 ft
Length	2,451 ft	3,916 ft	2,556 ft	8,923 ft

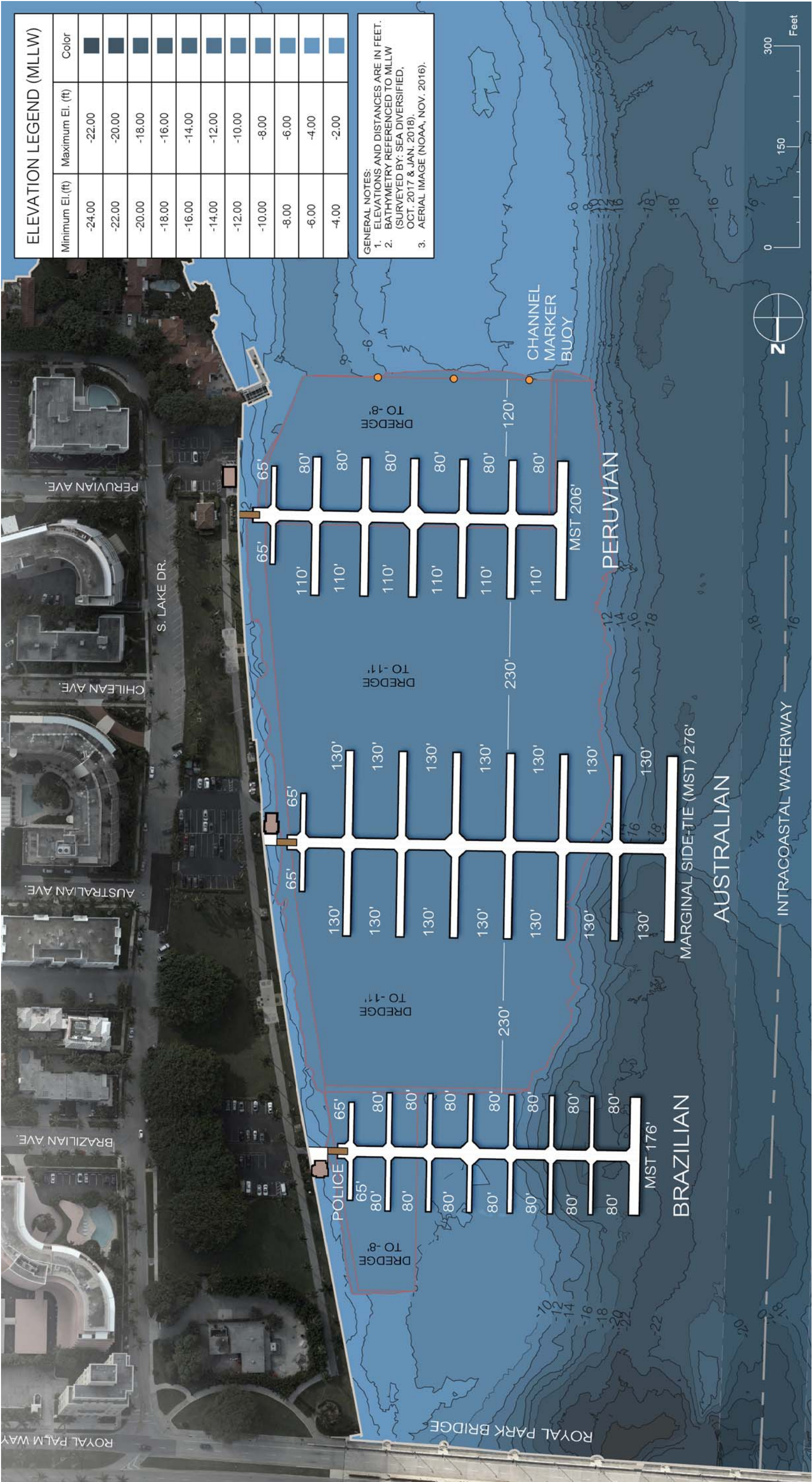


Figure 5.1: Alternative 1

5.2 Alternative 2

Alternative 2 was designed to increase the potential revenue for the Town by increasing slip lengths while decreasing the total number of slips (Table 5.2). The increased dock length still caters to shorter vessels but allows for the industry trend of larger vessels in the future.

Alternative 2 maintains potential revenue while decreasing the number of slips.

- Decrease total number of slips
- The total dockage length has been increased to 10,673 feet
- Dredge to -12 ft MLLW throughout the majority of the marina to provide optimum dockage conditions.
- Dredge the Palm Way Dock area to -14.7 feet MLLW to facilitate future potentially deeper vessels.
- The dredge volume is estimated at 70,600 cy.

Table 5.2: Alternative 2 Slip Mix

Slip Size	Palm Way	Brazilian Dock	Australian Dock	Peruvian Dock	Total
65				1	1
80		16	2	1	19
130		13	13		26
150			13	13	26
Total		29	28	15	72
MST	500 ft	226 ft	296 ft	786 ft	1,308 ft
Length	500 ft	3,196 ft	4,096 ft	2,881 ft	10,673 ft

Figure 5.2 shows the proposed layout for Alternative 2. The obvious changes are to the Peruvian Dock and the addition of the Palm Way Dock, but other key elements are listed below:

- Adding a dock (temporarily referred to as the Palm Way Dock) north of the Brazilian Dock to increase dock space and flexibility for mooring various size vessels.
- Lengthen the Peruvian Dock to provide greater wave protection.
- Switch the south side of the Peruvian Dock to MST. This increases flexibility for mooring various size vessels and maximizes grant funding opportunities. This decreases the slip count but maintains ability to berth smaller vessels.
- Increase the number of longer slips (130 feet +) to facilitate current and future demand for larger vessels.

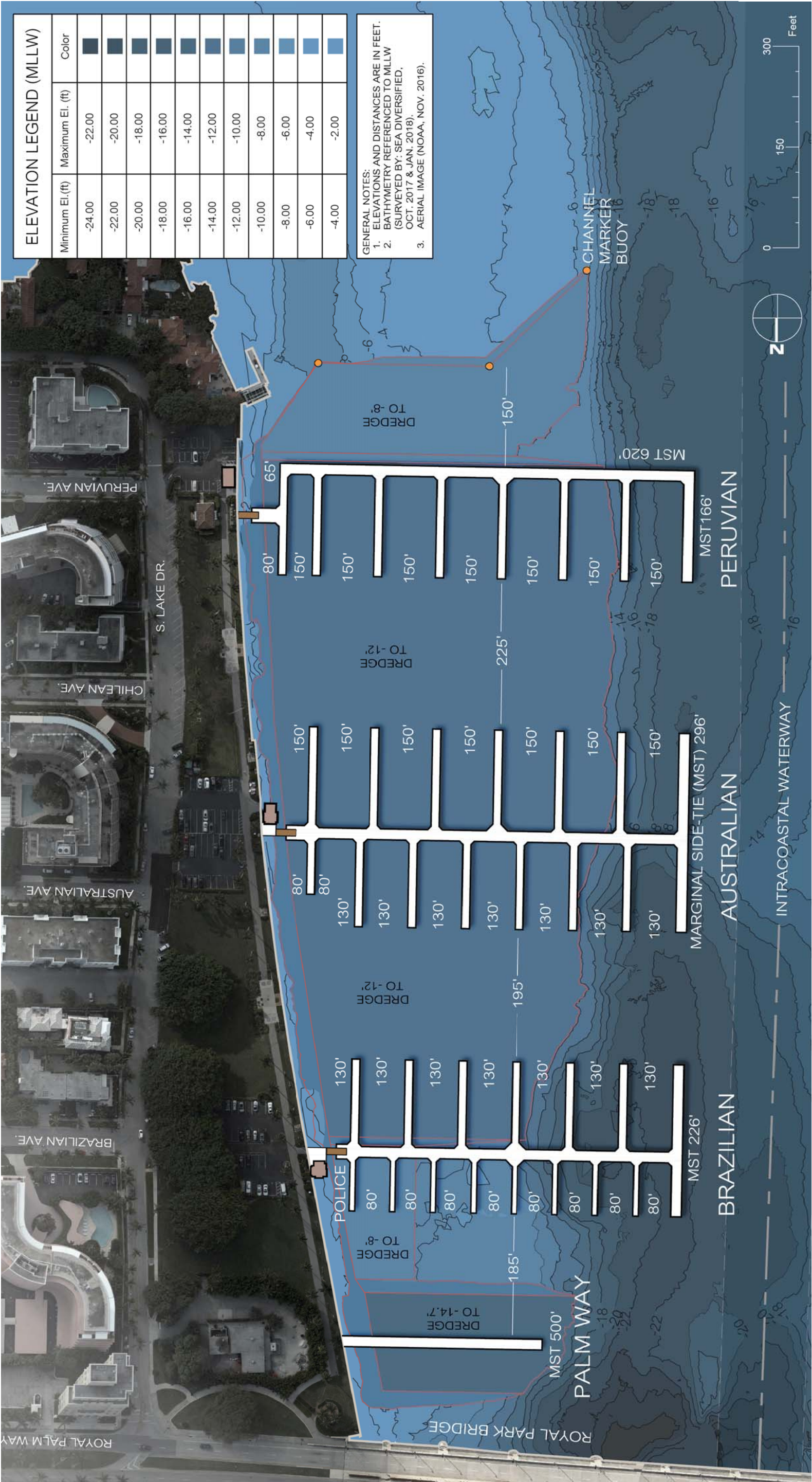


Figure 5.2: Alternative 2

5.3 Alternative 3

Alternative 3 was intended to have the Peruvian Dock provide greater wave protection, maintain a mixture of large and smaller vessels while maximizing the total dock space available.

Alternative 3 provides improved wave sheltering and increases total dock length and number of slips.

- Increase MST, which is useful when applying for grant funding and provides additional flexibility to moor multiple smaller vessels or one larger vessel.
- Increase total dockage length to 10,076 feet.
- Dredge the facility to provide safer navigation and mooring conditions (84,200 cy).
- Some slips are being dredged to -14.7 feet MLLW to prepare for future, potential deepening of the ICW.

Table 5.3: Alternative 3 Slip Mix

Slip Size	Palm Way	Brazilian Dock	Australian Dock	Peruvian Dock	Total
65		1		2	3
75		2			2
80		23	2	8	33
90				1	1
110					11
120		1		11	1
130			13		13
150			13		13
200		2		4	6
Total		29	28	26	83
MST	500 ft	341 ft	296 ft	474 ft	1,111 ft
Length	500 ft	2,811 ft	4,096 ft	3,169 ft	10,076 ft

Key design elements of Alternative 3 (Figure 5.3) include:

- Add the Palm Way Dock north of the Brazilian Dock to increase dock space and flexibility for mooring various size vessels.
- Maximize the length of the Peruvian Dock to provide greater wave protection to the rest of the marina.
- Maintain a similar number of slips (83 compared to the existing 80) but facilitates additional vessels through MST.
- Maintain a significant number of sub-85-foot slips (38) to maintain the mixture of vessels and “feel” of the Town Docks.
- Increase the number of longer slips.
- Have six slips capable of mooring 200-foot vessels.

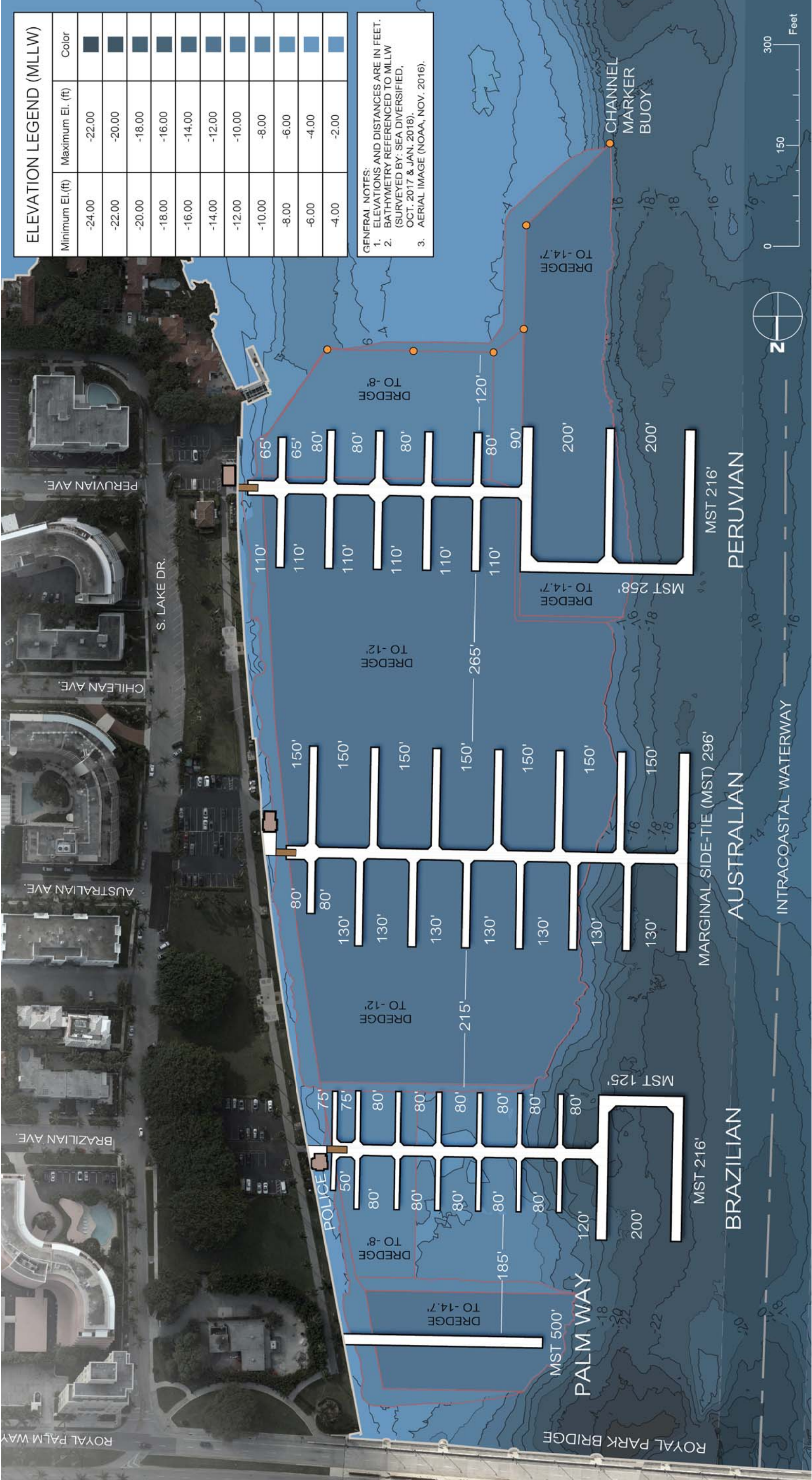


Figure 5.3: Alternative 3

6. Dock Utilities and Amenities

6.1 Electrical Service

Electrical service is a required element in a modern marina. The market trend towards larger vessels inherently increases electrical demand, but even older vessels are being retrofitted with equipment that increases electrical demand. Supplying sufficient land-based power alleviates the need for vessels to supplement their power needs via on-board generators. This reduces noise and odor pollution.

The electrical supply at the Town Docks varies by slip, but the majority of slips have either 50 amp or 100 amp single phase supply. Several of the larger slips have a 100 amp, three phase 480V supply. The largest slip has a twin 200 amp, three phase, 480V supply.

It is recommended that slips up to 65 feet in length have two 50 amp, 240 volt receptacles. For slips larger than 65 ft, a variety of power options should be provided, which includes 480V, 240V, and 208V, three-phase with up to 200 amp.

Each slip will be metered individually and charged based on their electrical usage.

Figure 6.1 shows a typical pedestal that vessels can hook up to that includes electrical, water, and communication connections.



Figure 6.1: Typical Pedestal for Electrical, Water and Internet/Phone connection (Palm Harbor)

6.2 Potable Water Supply

Again, providing potable water is a requirement at a facility such as the Town Docks. Fresh water is supplied to each slip via a hook-up at the utility center. This utility will remain with any revised dock alternative.

6.3 Sanitary

The Town Docks currently provide a self-serve, in-slip waste water pump-out capability. The vessel connects to a pump-out hook-up located near the pedestal and then connects to it with a pump-out cart. A similar system will be installed with new docks.

6.4 Fire Suppression System

Fire suppression systems will be installed and will be in accordance with the Florida Fire Prevention Code. It is anticipated that, similar to the existing fire suppression system, a separate 4-inch fire main will extend along the docks with 2 ½-inch standpipes with fire department connectors. This will be coordinated with the local Fire Chief during design and permitting.

6.5 Security

Security was raised repeatedly during the public meetings, with respect to both the docks themselves, Lake Drive Park, and the surrounding neighborhoods.

Currently, each dock has a gate with an entry keypad (Figure 6.2) to limit public access to the docks. There are security cameras throughout the facility that dock staff can watch in real time as well as review footage. Security guards patrol the area when dock staff are off duty, and Town Police watch the area as part of their regular patrols.

Patrons responded overwhelmingly that there should be roving security personnel at the docks, and that video cameras should be used (93% and 96% respectively). Opinion was more split about the timing of dedicated security personnel with 2/3 of the respondents suggesting night time only and 1/3 suggesting dedicated security staff should be present 24 hours/day. Real-time surveillance of the cameras by security personnel at an additional cost was favored by 39% of the respondents while 61% opposed this concept.



Figure 6.2: Gate and Keypad at Peruvian Dock

The current camera system is linked to the Town's Police monitoring system while still allowing the Dock Master the ability to look at real-time feed and review saved footage. These capabilities should be maintained.

Lift-arm gates to the parking lot will restrict parking by unauthorized vehicles.

6.6 Internet Connectivity

Internet connectivity has become an expected amenity at state-of-the-art marina facilities. This can be provided either through a wired or wireless (Wi-Fi) connection. Both of these are currently provided at the Town Docks, though 81% of the dock patrons surveyed stated that the Wi-Fi service was

unacceptable. The Town is currently upgrading the Wi-Fi service at the docks.

The Wi-Fi system is unacceptable to patrons but is currently being upgraded.

6.7 Trash Collection

Trash and recycling bins are located within the parking lot at each dock. However, the volume of trash has increased due to an increasing trend towards on-line shopping and associated packaging (Figure 6.3). Feedback from the public and dock patrons is that the trash collection areas are often unsightly. One option is to relocate all trash collection to the Department of Public Works (DPW) area and install a trash compactor to minimize the trash volume. Additional dock staff is recommended to facilitate daily collection and transport of trash to the DPW. This will improve aesthetics and allow existing trash collection areas to be converted to additional parking.

Relocate trash and oil collection to DPW.



Figure 6.3: Trash at Australian Dock Collection Area

6.8 Oil and Oily Water Disposal

The Town Docks currently provide an oil disposal service (Figure 6.4). This is a typical service provided at up-scale marina facilities, and it is recommended that the Town Docks continue to provide this service. However, rather than have the unsightly container at the Australian parking lot, one option is to relocate the oil collection area to the DPW. An additional staff member may be required to collect and transport the oil to the facility. This will improve aesthetics of the Australian Dock parking area. This area could be converted to additional parking.



Figure 6.4: Oil collection area

6.9 Fueling

The Town Docks do not currently provide fueling services. This is prohibited by the Sovereign Submerged Lands Lease. Providing a fueling service, similar to that provided at competing marinas (Figure 6.5), could increase Town revenues. However, this will require an upland fuel bunker, which would reduce parking capacity. It will also create significant fuel truck traffic. While a convenience for vessels at the Town Docks, it only becomes a significant revenue generator with sufficient transient vessels. Given these issues and restrictions, it is not recommended to provide fuel service at the Town Docks.



Figure 6.5: On Deck Fuel service at Riviera Beach Marina

6.10 Dinghy Dock

The existing docks do not have a temporary mooring location for dinghies or small, day visit boaters. This was suggested for inclusion in the Master Plan as a mechanism to drive additional revenue for the Town and increase traffic along Worth Avenue. However, the loss of a slip to accommodate a dinghy/daily dock may decrease revenue, and it's unclear as to which customers would elect to travel to Worth Avenue by a small boat. Therefore, space for this dinghy dock was not included in the Master Plan.

A dinghy dock is currently not included in the Master Plan.

6.11 Kayak Launch

Several public comments were received requesting that a kayak/canoe/paddleboard launch be considered in the Master Plan for the Town Docks. Public access to Lake Worth Lagoon is limited, and the Town Docks provide an opportunity to expand the usage of Town owned property.



Figure 6.6: Floating kayak launch example (Accudock)

The Florida Fish and Wildlife Conservation Commission (FWC) (2010) provides guidelines for kayak launches. The FWC recommends to:

- Choose access site with minimal exposure to winds, current, and motorized boat traffic.
- Choose existing natural sites if available and appropriate.

- Consider carry capacity of launch, parking, and waterway.

Installing a kayak launch at the Town Docks is NOT recommended. The Town should consider an alternate site.

Installing a kayak launch at the Town Docks is NOT recommended for the following reasons:

- Safety. Strong currents can make exiting and returning to the slip challenging, and kayaking around motorized vessels poses a danger to the paddler and the vessels.
- Insufficient parking.
- Lack of storage.
- Security. Promoting kayaking around the docks is a security concern for dock patrons.
- Loss of dockage revenue as the launch will eliminate an available slip unless attached to the bulkhead.
- Limited staff to regulate usage.

Instead it is recommended that the Town consider alternate sites to provide kayak launch facilities.

6.12 Staffing

The Town Dock currently employs a full-time dockmaster and two part-time dock attendants. Comparable marinas will typically have one full-time staff member for every 20-25 slips. Thus, the staffing level at the Town Docks is slightly below this level. While the majority (68%) of the patrons indicated that staffing levels were sufficient in the survey, 32% suggested that more staff would be appropriate.

It is recommended that a full-time Dock Attendant be hired while maintaining the two part-time staff. This will allow for an increased level of service, specifically related to the collection and removal of trash to the DPW and transport of oil to the DPW.

Add a full-time position to address additional needs and level of service.

7. Parking

There are 131 parking spots distributed between the three parking lots. The Peruvian and Australian lots have assigned parking spots while Brazilian lot is open.

Parking has been identified as one of the key issues at the Town Docks. Every dock patron that responded to the survey stated that the parking was insufficient.

Parking is insufficient. Recommend reconfiguring the parking lots to add 19 spots while increasing greenspace.

Several suggestions were considered, including:

- Revising the parking lot layout
- Providing a seasonal valet service
- Installing parking barrier gates
- Revising parking alignment along South Lake Drive
- Constructing a parking garage

Revising the parking lot layout was supported by nearly half (48%) of the dock patrons while 30% thought it wasn't worth the cost. The remaining 22% selected "suggest an alternate solution".

There was very limited support for a valet service (11%) and a mixed response for a parking barrier system (50% thinking

it's a great idea and 46% stating it isn't worth the cost). The Dock Master is supportive of a gate system as parking enforcement is a constant and time intensive effort. It is recommended to install remote controlled lift-arm gates.

A parking garage would not keep with the character of the area, potentially negatively impact green space, and impact the view of upland property owners. Therefore, it is not recommended to pursue this concept further.

A previous Master Plan for Lake Park Drive (Laquatra Bonci Associates, 2007) suggested:

- Developing an overall comprehensive parking strategy for the entire downtown.
- Converting diagonal parking on the park side of Lake Drive to parallel parking and move the balance of spaces into the controlled marina lots.

It should be noted here that the scope of the Town Dock Master Plan was limited to consider parking within the footprint of the existing parking lots. Thus, revisions to parking layout along Lake Drive were not considered. Parking lot layout alternatives were developed while increasing the amount of green space within Lake Drive Park. The proposed layout configurations would provide:

- Brazilian Dock – increase by 15 to 59 spots (Figure 7.1)
- Australian Dock – increase by 4 to 59 spots (Figure 7.2)
- Peruvian Dock – unchanged at 32 spots

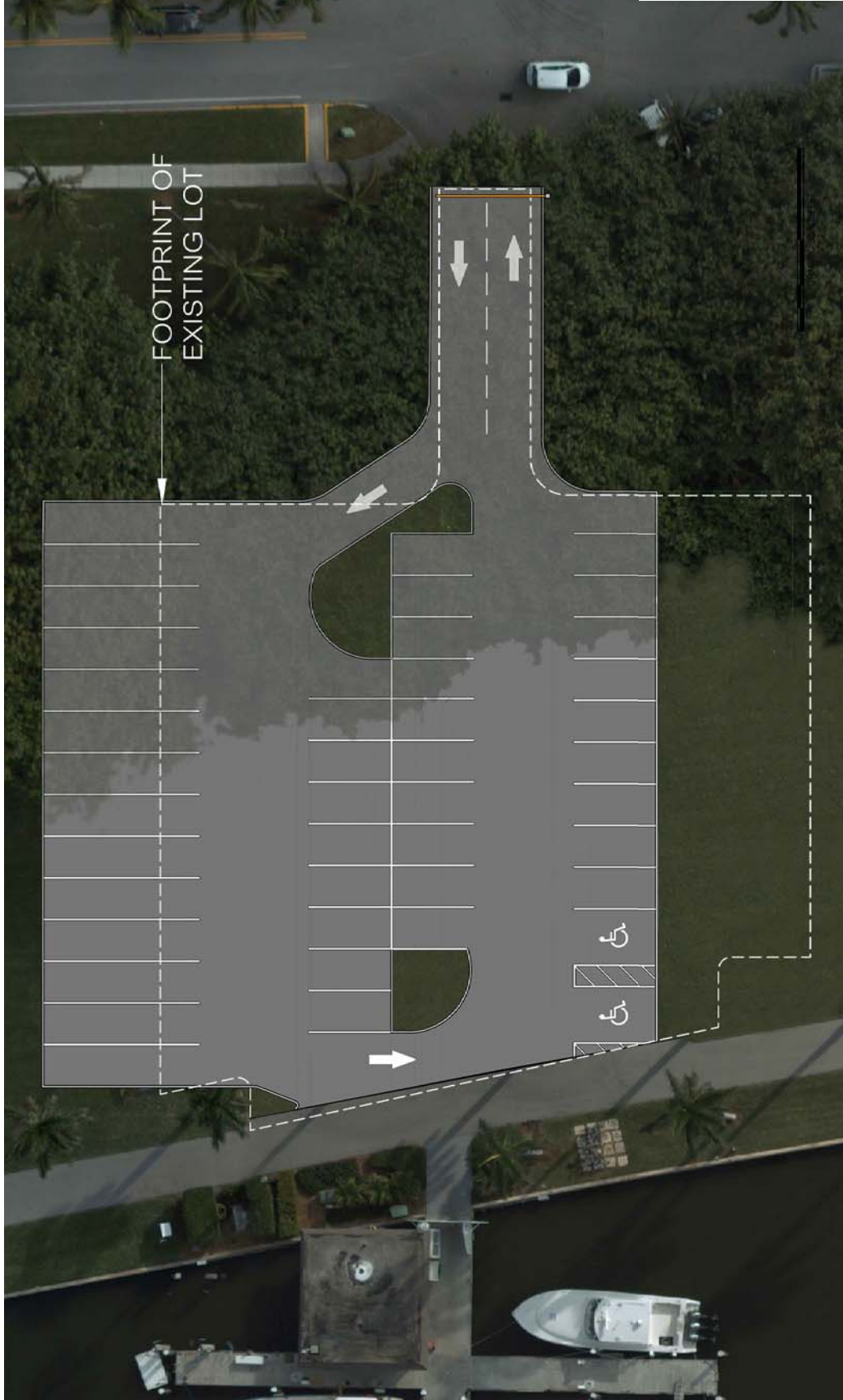


Figure 7.1: Proposed Revision to Brazilian Dock Parking Lot



Figure 7.2: Proposed Revision to Australian Dock Parking Lot

8. Dock Infrastructure

Apart from the docks themselves, three buildings and the bulkhead are considered part of the dock infrastructure and they also need rehabilitation and upgrading.

There are three buildings that service the needs of the Town Docks, one at each dock. Office and storage space is severely limited, and bathrooms should be updated to meet ADA codes. The patron survey suggested that only 32% of respondents thought that communal showers were a necessity whereas 71% thought that a communal restroom was a necessity. Thus, it is proposed to maintain the same number of restrooms but reduce the number of showers.

The police office would remain here, and the bathrooms upgraded, though one shower would be removed.



Figure 8.1: Architectural Rendering of the Proposed Brazilian Dock Building

8.1 Brazilian Dock Building

There is currently a one-story building at the Brazilian Dock, which houses two bathrooms (each with its own shower), an office for the TPB Police, an electrical room, and a small lounge area with a few books and a chair. It is 528 sf and sits over the water on a concrete slab supported by piles.

This is the largest building of the three, and it is proposed to demolish the existing structure and replace it with a two-story building within the same slab footprint (Figure 8.1). This provides the best option to increase the available space while not increasing the building footprint and minimizing sight-line obstruction because it is behind the large banyan of trees. The Dockmaster and staff offices would be relocated to this building allowing for a larger reception area.

8.2 Australian Dock Building

The Australian Dock building is two stories tall and sits on a 32 ft by 20 ft pile supported concrete slab. The Dockmaster's 96 sf office is located upstairs while two bathrooms (and accompanying showers), the staff office, and an electrical room occupy the 400 sf base floor.

It is proposed to demolish this building and replace it with a single-story building within the 640 sf existing footprint (Figure 8.2). It will have two restrooms (with one shower), an electrical room, and a storage area.



Figure 8.2: Architectural Rendering of the Proposed Australian Dock Building

The concrete slab and piles need to be replaced (Kimley-Horn, 2008).

8.3 Peruvian Dock Building

The Peruvian Dock building is 10 ft wide and 16 ft long and houses an electrical room and a storage room. It is located landward of the bulkhead.

It is proposed to maintain the electrical room and convert the storage room into a restroom within the same building footprint. The covered but outdoor seating area outside the building will remain, but rather than a metal framed awning, converted to a fixed roof cover with two pillars.



Figure 8.3: Architectural Rendering of the Proposed Peruvian Dock Building

The floor plans and additional renderings of the various buildings are shown in Appendix D.

While a metal gate is shown in these renderings, a glass barrier is also being considered.

8.4 Bulkhead

A bulkhead (seawall) extends 1,550 feet along the length of the Town Docks from Royal Palm Bridge to the southern extent of Peruvian Dock parking lot. A bulkhead inspection was performed as part of the Master Plan effort and is included in Appendix A.

The bulkhead is comprised of steel sheet pile, with a vertical concrete face and 11-inch wide concrete cap. The cap elevation is approximately 5.5 feet MLLW. Scour at the base of the seaward side of the bulkhead has exposed the sheet pile.



Figure 8.4: Bulkhead Fronting the Town Docks

There are two areas where backfill is being lost behind the bulkhead, which indicates a crack in the bulkhead. There are also several areas where the bulkhead cap is cracked and

spalling. In short, the bulkhead is showing its age (estimated at more than 40 years old). Spot repairs of the bulkhead will be required periodically but likely increasing in frequency over time until the bulkhead must ultimately be replaced.

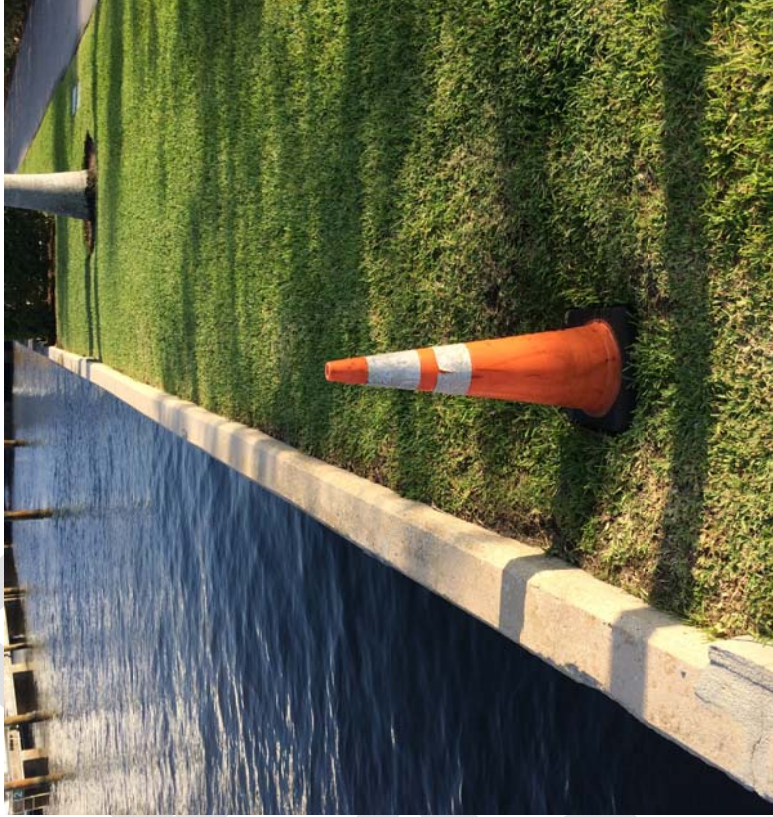


Figure 8.5: Backfill Loss behind the Bulkhead



Figure 8.6: Cracking in the Bulkhead

It is recommended that the bulkhead be replaced by constructing a steel sheet pile bulkhead less than one foot in front of the existing bulkhead. A concrete cap will be placed on top of the sheet pile, and the system will be tied into the existing bulkhead. It is proposed to raise the elevation of the cap of the new bulkhead by two feet to account for sea level rise and provide additional storm surge protection. This would still be lower than the current outfall section of the bulkhead. It would also be possible to create a continuous seating area along the wall by refinishing and widening the surface of the current wall for a sitting surface and using the new bulkhead as the backrest. A seat wall height is typically 1.5 to 2 feet high.

The existing bulkhead and entrance to the docks is sufficiently high to prevent against nuisance flooding (caused by high astronomical tides) for another 30 years. Thus, there is not an immediate need to raise this section, which would increase the length of the sloped portion of the deck and landside walkway. Instead, it is recommended to provide slotted panel gate features that can be installed when a major tropical storm threatens to provide protection against upland flooding. This would provide one continuous flood protection section from Royal Park Bridge to Peruvian Avenue. The waterfront promenade could be upgraded when the wall extension is integrated.

9. Construction Sequencing and Timeline

The construction sequence is important so that the inconvenience to Dock Patrons can be minimized.

9.1 Construction Sequencing

One of the primary goals when developing a possible construction sequence is to minimize interruption to existing dock patrons. Some of the recommendations are to perform construction during the less busy summer months and always have one dock fully functional.

Schedule construction between April and October and always have one dock fully functional to limit the inconvenience to Dock patrons.

It is preferable to perform the dredge work after removing the existing dock structures but before installing the new structures. The steps involved in replacing the existing docks include:

- Relocating vessels to alternate docks
- Disabling utilities and installing upland utility upgrades
- Removing the existing dock structure
- Dredging within the dock footprint and adjacent fairways

- Installing piles and dock structure
- Installing utilities along dock and connect to upland service
- Relocating vessels to the new dock

The time to complete this is different for each dock due to the size of the existing structure to be demolished and the proposed size of the new dock, which will vary based on the selected alternative.

The following possible construction sequence and timeline is envisioned:

- Brazilian Dock – April to August 2020
- Australian Dock – June to October 2020
- Palm Way Dock (if applicable) – April to June 2020
- Peruvian Dock – May to August 2021
- Buildings – May to October 2020
- Bulkhead (Royal Park Bridge to Australian) – April to September 2020
- Bulkhead (Australian to South end) – May to September 2021
- Brazilian Parking Lot – September 2020

- Australian and Peruvian Parking Lots – September 2021

This potential construction sequence and timeline assumes that the Contractor has sufficient manpower and equipment to perform multiple tasks simultaneously.

An alternate project construction sequence would demolish the Peruvian Dock in September and October of 2020. The footprint of the Peruvian Dock could then be dredged. This would complete all of the dredging work and avoid the high remobilization cost of the dredge for the second summer. The dock would then be installed during the summer of 2021.

The Town may also want to consider continuing construction through the winter of 2021. However, it is anticipated that installation of the Peruvian Dock could take approximately six weeks. This work entails vibrating steel piles into the subsurface, which can be loud. An additional few weeks of work would then be required to install all the appurtenances and utilities along the dock. This work should be less distracting to dock patrons but still occurring during the peak of the winter season.

9.2 Project Timeline

A probable timeline is provided in Figure 9.1.

Following approval of the Master Plan and selection of an alternative, the next phase of the work is to start on the permitting, engineering, and design (PED) phase. Given the estimated construction cost, the Town must issue a Request

for Qualifications and select a consultant to perform this work. This will take several months following the Town contracting procedures.

Permitting of the project will also take several months given the expected review times by various State and Federal permitting agencies. A time frame of nine months is not unusual given official review times and requests for additional information. One of the key elements will be a seagrass survey given that dredging is recommended for every alternative. This survey must be performed between June and September.

While the permit is being processed, the engineers will develop construction plans and specifications as part of the construction bid package.

The construction bid package can be prepared prior to finalization of the final design documents, but issuance of a Request for Proposal should wait for final issuance of State and Federal permits, as special permit conditions can affect the cost. Given the complexity of the project, it is also recommended that Contractors be provided at least 45 days to develop bid submissions.

Construction will then proceed as discussed in the Construction sequencing section.

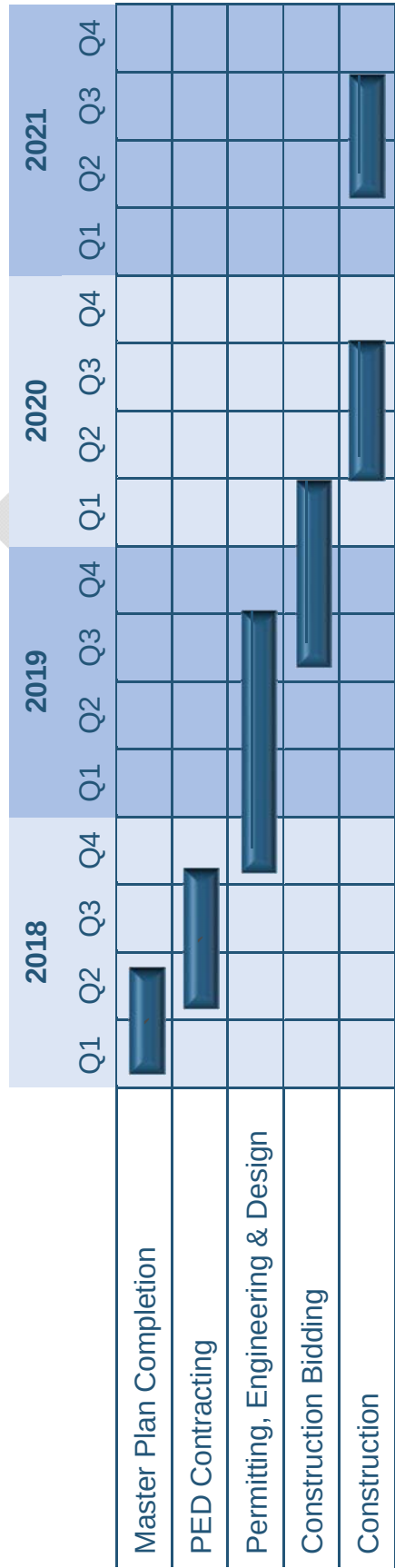


Figure 9.1: Probable Project Timeline

10. Rate and Revenue Structure

The Town Docks provide an important revenue stream for the Town. Rates should be appropriate and competitive.

10.1 Current Revenue

The Town Docks provide an important revenue stream, as shown in Figure 10.1.

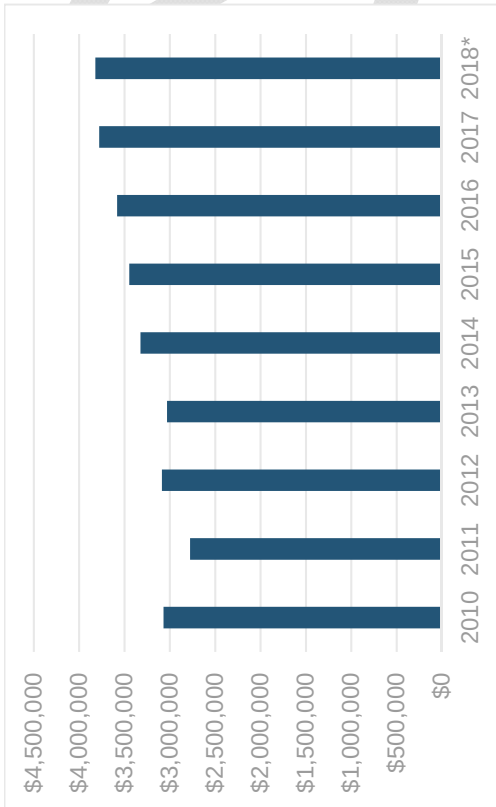


Figure 10.1: Historic Town Dock Revenue

10.2 Town Rates vs Competing Marinas

The Town currently has a rate structure (Appendix E) that varies depending on the length of lease (annual, monthly, and daily), time of year (winter and summer rates), slip size,

and electrical need. Utilities are included in the rate up to a 100-amp connection. There is an additional fee for a second connection and any usage over 100 amps. Other marinas exclude utilities from their rates and charge based on usage. This can be significant as the Town incurred utility costs totaling almost \$425,000 in 2017.

Each marina will have nuances and differences between their rate structure and their amenities. However, Table 10.1 attempts to provide some comparison between the Town Dock's rates and those of nearby marinas.

Table 10.1: Select Comparison of Annual Rates between the Town Docks and Nearby Marinas

Slip Size	Town Docks	Rybovich	Palm Harbor
<100±'	\$1.24	\$3.25	\$2.15
100±' to 200±'	\$1.45	\$4.25	\$2.40
>200±'	\$1.50	\$4.75	-

* Rates are per foot per day and weighted by slip size grouping

10.3 Proposed Rates and Potential Revenue

One element of the Master Plan is to determine a rate structure following the upgrades in order to estimate future revenue generation. An analysis was performed to determine fair market rates for the Town to charge dock patrons. This was based on the review of multiple competing marinas in southeast Florida including:

- Palm Harbor Marina
- Sailfish Marina
- Riviera Beach Marina
- Hall of Fame – North
- Hall of Fame – South
- Rybovich
- Bahia Mar
- Pier 66
- Las Olas
- Sunrise Harbor

As has been discussed, the current conditions at the Town Docks are dated compared to several more modern marinas in the immediate vicinity. This has and will continue to limit what the Town can fairly charge dock patrons. Upgrading the Town Docks will address these limitations.

The Town Docks’ competitive advantage is its location and the implicit elegance and security of being located in the Town of Palm Beach.

While each of the surrounding marinas is unique and has its own character, the Town of Palm Beach Docks have several elements that truly distinguish it from the competition. First and foremost, is the cache that comes from the docks being located within the Town of Palm Beach. Implicit with that is a stated level of elegance and security. As such, the Town Docks should be able to command a premium rate once a premium facility is provided.

Table 10.2 summarizes the proposed rates for the Town Docks following the proposed rehabilitation and upgrade.

Table 10.2: Proposed Rate Structure

Slip Size (ft)	Daily Rate	Monthly Rate	Annual Rate
<100’	\$3.95	\$3.35	\$3.25
101-200’	\$4.95	\$4.35	\$4.25
>200’	\$5.95	\$5.50	\$5.25

*Rates are per foot per day and exclude utilities

Table 10.3: Projected Revenue by Alternative

Alternative	Expected Annual Revenue
Existing Conditions	\$3.8M
Alternative 1	\$13.5M
Alternative 2	\$16.3M
Alternative 3	\$16.4M

11. Grant Assistance Funding Opportunities

The Town can apply for grants to defray the design and construction costs of various elements of the dock rehabilitation through matching grants.

There are two agencies that assist local governments with funding assistance for water access projects, including docks, boat ramps, and some support facilities:

- Florida Inland Navigation District (FIND)
- Florida Fish & Wildlife Conservation Commission (FWC)

The grants are competitive in nature, are issued annually, and are open to the public on a first come first serve basis. The grants require a cash match by the applicant.

11.1 Florida Inland Navigation District

FIND is the sponsor of the Atlantic Intracoastal Waterway (ICW). They receive their funding from ad valorem taxes. The district developed the Waterway Assistance Program (WAP), which assists local governments to plan and design projects, construct docks, boat ramps, dredging, and other amenities for the benefit of waterway users. Key elements of the WAP include:

- Funding for the program is based on a percentage of revenue of each of the 12 counties.
- The annual available funding for each application is driven by three elements: the ranking score, the number

of projects for that year, and the amounts requested by each applicant.

- Applications for 2018 are due March 31st.

Projects similar to the one proposed by the Town have received up to \$1.5M for construction assistance.

The Town is currently applying for a grant to help fund the engineering and design of the selected plan.

The Town Council is in the process of applying for a Tier 1 grant for permitting, engineering, and final design required for rehabilitation of the Town Docks, seawall, and dredging. If approved, the Town should obtain funding by mid-October 2018. Tier 1 funding is reimbursed when the planned activity planned has been contracted.

Once the Town has a design, bid package, and permit, the Town can apply for construction grants on a yearly basis.

11.2 Florida Fish & Wildlife Conservation Commission

The FWC administers two grant assistance programs. Details of these are provided below.

11.2.1 Florida Boating Improvement Program

This program distributes money annually from vessel registration dollars as well as marine fuel tax. This program primarily funds docks and boat ramps, as well as channel markers and other support activities.

- The State Game Trust Fund contributes \$1,250,000 to this program annually.
- The Marine Resources Conservation Trust Fund also provides funding from two sources.
 - One dollar from each vessel registration goes to funding for boat ramps.
 - A small percentage of fuel tax coming from marinas.
 - Grants for this program are due April 3rd.

Funding from this grant has been unpredictable the last several years due to cutbacks in the agency budget. There is also high demand for available grant funding due to the number of boat ramps and marinas.

11.2.2 Boating Infrastructure Grant Program

This program is part of the Federal US Fish & Wildlife Service (FWS) Sport Fish Restoration program. The State Fish and Wildlife agency reviews the applications, selects the grant winners, and administers the program. The program has the following requirements:

- Provides funding for transient dockage assistance for non-trailerable vessels 26 ft and longer.
- Vessel can only stay 15 days or less.
- Maximum grant amount is \$1,500,000.
- The annual grant opens late spring to early summer and are typically awarded in February or March of the following year

These are highly competitive grants that are available to every marina in the country. However, there are generally only 10 projects funded annually.

12. Operating & Construction Costs

12.1 Operating Costs

There are four components of the operating cost:

- Employee salaries, wages, and benefits
- Maintenance
- Utilities and incidentals
- Sovereign Submerged Lands Lease (SSLL) fee

12.1.1 Employee Salaries, Wages, and Benefits

The Town Docks currently operate with one full-time dock master and two part-time assistants. It is recommended that one full-time dock assistant be added to the staff to address increased service needs of trash and oil collection as well as manage an increase in the number of vessels. This cost will be covered by the increase in revenue. Salaries, wages and employee benefit costs are approximately 25% of the current dock operating costs. Total employee costs are anticipated to increase between 20 and 30%.

12.1.2 Maintenance

It is anticipated that above ground maintenance costs will remain similar. While an expanded marina will require additional maintenance, this will be offset by having a new facility. Floating docks should be pressure cleaned each year to remove marine growth at a cost of \$10K-\$15k/year.

Sediment may shoal within the dock footprint following the proposed dredging. Sediment transport is not well known or documented this far along the Lake Worth Lagoon. Rather than estimate infilling rates, a deeper dredge depth was included in the initial construction. The Town may want to conduct a bathymetric survey five years after construction to monitor sedimentation within the mooring basin.

12.1.3 Utilities and Incidentals

Utilities associated with the dock buildings are expected to remain similar (electrical, water, cable TV, internet, solid waste disposal).

It is anticipated that there will be greater utility demand with an upgraded facility. However, utilities can be metered by individual slip, so that this cost can be accurately passed on to the dock patron.

Meter utilities by slip and pass this cost on to the patron, as is done at other marinas.

Incidentals are also expected to remain relatively unchanged. This includes items such as contracted security, promotional materials, office supplies, marina supplies, computer equipment, etc.

The one incidental cost that is likely to increase is the bank service charge (credit card company fee). This is expected to increase proportionally with revenue.

12.1.4 Sovereign Submerged Lands Lease

The Sovereign Submerged Lands Lease (SSLL) is the third largest individual cost to the Town Docks after electricity and employees. The fee is paid to the State of Florida and is comprised of two parts: a base fee based on the area of the lease and a supplemental payment based on marina revenue. This results in the Town paying a 6% fee on gross revenue minus the utilities costs.

It is anticipated that since gross revenue will increase following rehabilitation of the docks, the SSLL fee will increase. The Town currently qualifies for a 30% discount on these fees, and it is recommended that they continue to adhere to these regulations.

12.2 Opinion of Probable Construction Cost

There are several elements within this Master Plan that can be implemented individually, such that the Town can stage construction to facilitate cash flow and grant funding potential. Thus, opinions of probable construction cost have been separated by each of these elements. Table 12.1 summarizes each of the major elements. All of these costs include a 15% contingency and represent current material pricing.

Table 12.1: Opinion of Probable Construction Cost

Item	Alternative 1	Alternative 2	Alternative 3
Dock Improvement	\$17.5M	\$20.7M	\$21.3M
Dredging	\$2.7M	\$3.7M	\$4.1M
Building Improvement	\$1.2M	\$1.2M	\$1.2M
Bulkhead Replacement	\$3.2M	\$3.2M	\$3.2M
Parking Lot Improvement	\$0.3M	\$0.3M	\$0.3M
Permitting, Engineering, & Design	\$1.4M	\$1.6M	\$1.7M
Total	\$26.3M	\$30.7M	\$31.8M

12.2.1 Dock Improvements

This element includes all aspects related to demolishing the old docks and installing the new docks, including piles, utilities, and all appurtenances required for operation of the new dock.

Demolition costs are based on the number of piles and pile caps to be removed and the anticipated time for this removal. Mobilization and demobilization is included along with a

remobilization cost for the second year of construction. This was assumed to be 5% of the construction cost value given the high total construction value.

Upland disposal of the concrete debris was assumed, though a lower cost option could be Palm Beach County's artificial reef program.

The cost for purchase and installation of the docks is based on a square footage basis. This includes the purchase and installation of piles. It is recommended to install steel piles with sleeves. While steel piles are more expensive than concrete, they can be installed more quickly and thus offset the cost. Sleeves are important for long-term aesthetic and maintenance of the piles.

An additional 10% was added to the cost to allow for telescoping piles. Additional engineering and design details will be required to ensure the efficacy of this concept at the Town Docks, which should be performed during the PED phase.

Utilities (electrical, water, fire suppression, and sanitary) have been based on costs for similar systems at other floating dock marinas.

The cost for the gangway and gangway abutments has been included in the cost.

The Town is currently upgrading the Wi-Fi system at the docks, but a cost has been included as reinstatement may be warranted.

Costs for a video security system have also been included.

The cost for revising the SSLL has been included in the dock. This is dependent on the alternative selected but is estimated to be less than \$5,000.

12.2.2 Dredging

As discussed in Section 5, dredging is recommended to facilitate safe navigation and sufficient under keel clearance for the vessels. The cost of dredging is based on the volume of material to be dredged, the type of material being dredged (silt vs sand vs rock), and the distance that the dredged material must be transported for disposal. It has been assumed that the material to be dredged will be sandy and used to fill deeper areas of Lake Worth Lagoon within a two-mile radius of the project area.

The cost for a turbidity screen has been included in the cost. The need for this will depend on the permit conditions.

A major cost to the project will be to remobilize the dredge for the second summer to dredge a relatively small volume of sediment located underneath the Peruvian Dock. The potential savings could be close to \$2M. Given the smaller volume remaining, especially if some dredging can be performed between the slips, it may be possible to mobilize less expensive equipment to the site in the second year. These options should be fully vetted in the PED phase.

12.2.3 Building Improvements

The concepts for the various buildings are discussed in Section 8. The cost was based on the square footage of each building and a cost per square foot, which ranged from \$150/sf for the Peruvian building to \$200/sf for the Brazilian

office. The supporting columns and pads are in poor condition (Kimley-Horn, 2008), so an additional \$100/sf has been included to address the base.

12.2.4 Bulkhead Replacement

The bulkhead replacement assumed that a new sheet pile bulkhead with a concrete cap would be constructed in front of the existing bulkhead. See Appendix B for greater detail on the existing bulkhead and proposed rehabilitation. This can be performed separately from the dock replacement. However, there are synergies and costs savings from constructing the bulkhead and dock upgrades simultaneously. The opinion of probable construction cost for the bulkhead presented in this Master Plan are based on the cost for the rehabilitation of similar bulkheads in southeast Florida.

12.2.5 Parking Lot Replacement

The parking lot replacement costs are based on:

- More extensive alterations to the Brazilian Dock parking lot
- Minimal repairs and repaving of the Australian Dock parking lot and conversion of the current trash and oil facility to green space
- Repaving the Peruvian Dock parking lot
- Installation of remote controlled lift-arm gates

12.2.6 Permitting, Engineering, and Design

The next step in the process to upgrade the Town Dock facility is to select an alternative and start PED on the various elements. The cost of this effort has been estimated at 8% of the total construction cost minus the cost expended to date. The opportunity for grants to fund the next steps has begun and will continue throughout the PED phase.

12.2.7 Construction Opportunity Cost

During construction, the Town will not be able to charge patrons for use of the dock. This will almost entirely affect patrons with annual leases. While the majority of vessels are absent during the summer months proposed for construction, the Town should credit patrons for this portion of their annual lease. Approximately 1/3 of the vessels remain at the Town Docks during summer, and these will be accommodated. The opportunity cost of construction for the first year of construction is approximated at \$1.2M. The opportunity cost during the second year of construction would be less at approximately \$400,000.

The sequence whereby the Peruvian Docks are demolished in 2020 and then reinstalled in 2021 would have an opportunity cost of approximately \$1M. This should be weighed against the possible cost of remobilizing a dredge (\$2M) and the negative goodwill of the displaced dock patrons.

13. Acknowledgements

Town of Palm Beach Town Council

Mayor Gail. L. Coniglio
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President Pro Tem Margaret Zeidman
Council Member Julie Araskog
Council Member Lew Crampton
Council Member Bobbie Lindsay

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Director of Public Works H. Paul Brazil
Dockmaster Michael Horn
Town Engineer Patricia Strayer

Royal Park Homeowners Association

Dock Patrons

Town of Palm Beach Recreation Advisory Commission

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Appendix A

Compendium of Public Meeting Comments

Baird.

A.1 Docks Dated - Upgrades Needed

- Extremely successful as is.
- Vision is for a state-of-the-art facility with wi-fi, power, wave attenuation, probably a floating dock.
- Docks are obsolete.
- Need new docks and upgrade.
- Upgrade dock.
- The docks need to be modernized.
- At point for extensive repairs.
- Docks are old. By industry standard they're not terrible but reflects poorly on Town of Palm Beach.
- General agreement that we need new docks.
- Docks reaching end of life.
- Slip owners want an update.
- This is an opportunity for the Town.
- Don't increase capacity but just upgrade the docks.
- Common theme is to improve aging facility.
- The docks need to be update and renovated. No shops.
- Docks are great the way they are - Not a financial prostitute - Previous iteration wanted a convenience store, parking lot in name of a financial boon - The Town Docks are not a financial savior - Don't expand the docks. Improve enhance but don't enlarge.
- Our amenities don't match up to other facilities. We need to step up our game.
- Depth of slip is adequate.
- Recommend three-year phased renovation.

A.1.1.1 Electrical

- They upgraded their slip to meet their electrical needs. Larger electrical need is an ongoing trend along with larger vessels.
- Lighting is obsolete and electrical fails.
- Increase power – need 480V 200 amp.
- Electricity drawn from boats is huge.
- Lady Kathryn V paid for the upgrade to the slip they use - Recommend providing sufficient electrical – removes noise and odor - Large boats need more power.
- Electrical needs to be 3-phase. Currently provide 1-phase.
- Definitely have to have Increased amperage and Increased water pressure.

A.1.1.2 Lighting

- Lighting is an issue – no posts or glow to upland residents

A.1.1.3 Sewage

- Sanitary is up to date.
- Sewage pump out/ fire main. Works well here. Potential issue with fire line being dislocated from dock during king tides. This would be addressed through floating docks

- Will the docks provide sewage service or a fuel service?

A.1.1.1.4 Trash Collection

- Look at green area marinas. Maybe a trash compactor. How loud are they?
- Trash needs to be put somewhere prettier

A.1.1.1.5 Wi-Fi

- No Wi-fi.
- Wi-Fi and infrastructure is under the dock. Look at Wi-fi and new technology.
- Need to address Wi-fi and parking.
- The dock needs high speed internet, mail delivery from Fed Ex etc.
- High speed Internet plug in and Wi-Fi - cell tower in new Dockmaster building.
- Upgrade it (internet)

A.1.1.1.6 Buildings

- Office space is totally insufficient Don't need to worry about pump station
- Need improved facilities for Dock Master and Police
- Build a new dock master office. You can restructure it.
- Do we need the building at Mike's current office location? Could we move Mike's office to the Brazilian dock? We should consider tinted glass sloping in.

- Recommend a new/improved Dockmaster building and office. The building should be higher so that the dockmaster can see the entire marina.
- The office could be anywhere? Is there a need to have it at the marina? Maybe locate the office where it is less expensive.
- The last time they torpedoed the lounge.
- "No bread, no butter, no bait" (reference to not having a grocery store or bait shop).
- No convenience store. Don't even bring it up.
- Rumor of a convenience store – don't want to see that.
- Have showers for smaller vessels.
- Attractive - Ok now, but need a new building, expansive planters. Do we need recreational facilities for the crew.

A.1.1.1.7 Bulkhead/Seawall

- Seawall looks terrible – needs addressing
- Bulkhead/seawall needs to increase in elevation. USACE predicts between 11" and 22" rise in sea level over next 40 years. Need to address this at this time. If we repair or replace the seawall, then do it now.
- Opportunity to raise the seawall/bulkhead to address sea level rise: Raise the height of the seawall; Town should consider doing this everywhere. Phase it in. Good opportunity to start now.
- Water came over the top of the seawall during Hurricane Irma. Consider addressing flooding.
- Reflection off of the wall can be a problem.

A.2 Keep Feel of Town Docks

- The marina provides some panache.
- Tranquil, safe, quiet and non-commercial
- Leave it alone, but make it wonderful
- It is identified with the pulse beat of the Town and it should stay that way
- Palm Harbor is the main competitor, but it has a different atmosphere.
- Doesn't see current docks as over bearing
- Lot of density along Lake block; More peaceful and enjoyable; Don't change aesthetic
- Should be equal or lower intensity – no more traffic or trash
- Concentrate on facilities but don't think about a convenience store
- Doesn't want a packet of cigarettes to be sold, or a loaf of bread, or beer.
- HOA stopped 2 to 3 story parking lot and underground building for pump station
- Keep it bike friendly; don't worry about passing cars.
- The previous plan included a convenience store, laundry facility and enlarged parking lot. Stop trying to do something with the grass.
- There was a movement to redo the Town Docks in 2007. The homeowners were not happy. They didn't want "another Disney World" with visitors coming to look at the boats and have a concession stand etc. Avoid repeating that mistake. Don't create a public draw.

- When the previous effort put up a photo of the Fort Lauderdale marina next to the Town of Palm Beach, the residents didn't like it. We are not looking to compete or become a commercial operation.

A.3 Vessel Sizes

- No lack of interest for boaters wanting space
- More slips for smaller boats, add smaller slips
- Like to see a mix of boats
- Keep a mixture of boats
- Great compromise of large and small vessels
- Recommends accommodating multiple size vessels. There is an appeal for a range of vessels at a marina
- Trend is towards larger vessels.
- Can we extend the docks?
- Is the goal to increase revenue? If so, what happens when you change one large vessel. It isn't bad the way it is. Different boats mean different people - Keep same size wise.
- Not sure if the marina should be only for mega-yachts even if it made more money. The business model may not support that anyway. If only mega-yacht, it might not be seen as a service to the residents.
- He's aware of demand for a couple more for that 70m size
- Allow more slips to accommodate 75m vessels. The Town can make more money from larger vessels. The industry is moving towards larger vessels

- Heard rumblings about mega-yachts. Lady Kathryn V should be the largest vessel. Don't need bigger boats.
- Avoid making it Rybovich
- Doesn't think that superyachts will bring business to the Town. There's a charm to the current size of yachts. Super yachts will bring a different environment. Don't go there as the docks will lose their charm.
- Wants a marina that the very best money can buy based on a solid financial model. However, it doesn't need to be exclusively mega-yachts.
- Larger vessels mean more crew, power draw and utility needs
- Vessels at 160' and up have an unlimited budget. You can get locals that own boats this size. Sailfish Club has only 2 slips that can accommodate this size vessel. There should be room for 70m vessels.
- More crew on bigger vessels, need crew accommodations - lounge; ablution facilities.
- Rybovich has over 300 boats but they want to be over at Town of Palm Beach. At Rybovich, the average stay is 60 days. Rybovich said that the 120' to 180' market is full. They can't accommodate more though there is a demand.
- Keep big boat owners
- Dock more mega-yachts
- Is there a chance for a dry dock? Small boats?
- Some like to sail down for a Lunch Boat Special. Businesses and restaurants would like a courtesy boat.
- Would be beneficial to have space for dinghies.

- Maybe have a platform for a dinghy.

A.4 Docks Should Serve Town Residents

- The marina adds value to the Town.
- There is a benefit to the non-boater.
- Residents use the park area and as such it's a service for the residents.
- Make residents aware that there are bigger slips available.
- Potential for synergies between the community and the docks.
- Have to deal with fishing from the bridge
- Reciprocity with Recreation Department facilities would be good for crew
- The Town Docks are the only public access to the lake
- Are the Town docks a Town service?
- Recreation facilities would be an enhancement. Would draw more.
- Doesn't view the dock as an amenity. Better viewed as the Town is an amenity for the dock.
- It is close enough to the Recreation Center that patrons can use that?
- Is the marina like other amenities? More people use the Recreation Center, tennis and golf facilities.
- The marina does not fulfill a general public need. It's not really used by the general public.
- Wants to see boats, we're on the water.

- Can't have a town like this without boats.
- Brings people in to Town for shopping.
- Serves a public need beyond the boaters.
- The marina add value and is an asset. It's a selling point for the Town. Some residents operate from their yacht.
- The docks are more than an amenity. People want to visit or live in Palm Beach because of Lake Worth, tennis, golf.

A.5 Parking

- Haven't experienced any difficulty with parking
- Parking needs to be addressed.
- Parking is an issue.
- Parking is insufficient.
- Parking lot is an issue – should not be commercial, remain as assigned parking.
- Can't increase capacity without increasing parking.
- When designed, boats didn't have as many crew. The Patrons work it out. Some of the parking issues are unaffiliated with dock patrons. Difficult to ticket people because trying to maintain harmony.
- Parking doesn't work now because angled parking along Australian Avenue sticks out. It needs to be addressed. Eliminating that parking would be the ideal and look at parallel parking would be their ideal.
- Diagonal parking is a problem. Remove it, expand the grass out and put in parallel parking.

- Parking lot: Trees are a battle; Need better enforcement of parking violations; People coming in from outside to fish
- Not much room for parking or amenities
- No increase in parking - Screen the parking lot better
- Remove angled parking
- Can DPW (*ed. Dept of Public Works*) be used to address parking shortfall?
- Removing angled parking would be a significant decrease in parking
- Remove angled parking. Too congested. In the Bonci plan, they moved the grass out 8' full length of park. More green but expand existing parking.
- No less green space but parking is a challenge
- If we could take away the diagonal parking along South lake Drive that would be appreciated. They would prefer parallel parking along South Lake Drive. This was detailed in the 2007 Lake Park Master Plan. (Bonci Plan)
- Can you implement a 10-year old plan? (*ed. Refers to Bonci Plan.*)
- Change random parking on South Lake Drive
- Change parking times
- Parking lot is unsightly – would prefer it not be asphalt.
- Park should remain "primitive" with green scape. Don't have crew working in the park.
- How do you show revenue increase? Parking sticker; Gate with clicker

- Stick with an asphalt pavement
- Parking – the little streets need a permit
- Increased parking is needed. Utilize parking in WPB? They have permits for 5 spots but some of their crew parks at the West Palm Beach garage. Maybe use a mesh and allow grass to grow through it.
- For parties, they'll bring in valet.

A.6 Floating Docks vs. Fixed Docks

- Prefers floating docks
- Floating docks are preferable
- Prefers floating docks with an in-slip pumpout
- Floating docks are preferable with piles on the inside of the dock. This helps to increase slip size - Understand maximum storm surge to avoid the docks rising above the height of the pile
- Need floating docks. Stationary docks are obsolete.
- The North Bridge had pilings that didn't even touch the bottom.
- Boat patron died many years back because of fixed dock. Had to climb down but fell and drowned. Good reason for floating dock
- Floating docks are the way to go. Have the piles on the inside of the docks. West Palm has their piles on the outside. That is not the way to go.
- Disagree that floating docks are a panacea. There were 8' seas in Lake Worth. Who pays for replacement?
- Majority of patrons want floating docks

- Sailfish Club is putting in floating docks - this is where the industry is going.
- Install floating docks if that is the state-of-the-art.
- Definitely have to have Floating docks
- Floating docks are essential

A.7 Kayak Launch

- This should be a recreational area for kayaks and canoes. The only current access is through private clubs. Residents should come first and there should be a Town kayak dock.
- Can't put a kayak next to a bow thruster.
- It is important to address the concept of kayakers within the Master plan whether we facilitate kayakers or not. Kayakers currently use Bingham Island (Southern Blvd Bridge) as a launch point. Kayakers also launch at the Sailfish Club but they need to be members. There is a concern with providing a launch spot for kayaks at the Town Docks due to the boats and the strong currents. There is also limited parking. Could we place storage at the pump station at the north end?
- There is kayaking at Sailfish Club. Avoid making the dock a county-wide launch point for kayaks.
- Request for kayaks: Not an ideal place for kayaks; No launch place except for Sailfish Club; People would love having a kayak launch; Kayak launch would have to be for residents only.
- Put a letter in the Shiny Sheet. It's a small segment, doesn't know how big.

- Lives in southern end and there is a small beach that he uses. Would need storage space. Can't lift 50lb to roof of car. Launching point no good without secure storage.

A.8 Green Space

- Keep green grass.
- Increase the green space
- Keep it open and airy.
- Don't move trees but more green space under trees
- Green space is an important part of the community.
- Repurpose and rebuild the existing structures without affecting the footprint of the green space.
- Trees – is it possible to trim those back? Used to have a view of the docks but it's now blocked.
- Chose to live close to the docks because of the park.
- Will the Master Plan reduce paved width of South Park Drive: Could put in shade trees; Improve lake trail – it's a true gem; Improve sidewalk connections; Examine ADA requirements.
- Keep Lake Park peaceful.
- Preserve and protect Royal Park and neighborhood.
- While the Bonci Plan and Master Plan for Dock may be separate, when complete should complement each other.
- Suggest looking at both projects as one. Residents look at it as one project.

- Bonci Plan was a good one. Town Council authorized and voted on it. Agreed to the long range plan and adopted it.
- For this plan, listen to the people. Both the Bonci Plan and Dock Plan should work hand in glove.
- Scope too limited. Include park and trail. Include landscape architects. Encompass the findings of the Bonci report.

A.9 Resident or Non-Resident Use

- Doesn't necessarily see a difference between resident and non-resident use of the marina.
- Residents should get priority over non-residents. Higher priority is fairness vs difference in cost. Would prefer long term lease to Palm Beach residents vs. shorter term.
- He has been there for a long time and his neighbor has been there for 10 years - Annual leases are advantageous to keep docks utilized.
- We should know the country of vessel registration. Are they US Coast Guard registered?
- Boat owners haven't owned boats for 35 years. The boat owners should be less influential than the upland owners and residents in the town. Larger the boat the less likely to be town residents. Don't increase the size to try and make money
- Transients are not a priority

- Won't get through this without non-residents: Vet who is coming in; Support having a different rate structure for resident vs non-resident
- Treat residents and non-residents the same with respect to rates. Maybe residents should get preferential treatment when on the waiting list (similar to a restaurant).
- Transient vs long-term – Trust the Recreation Dept, Dock master, and Expert
- Some believe that basing docks on seniority is not fair.

- This is a wonderful town dock, and it shouldn't be a big sprawling marina economic cash driven event.
- Town benefits from staff aboard the vessels.
- Concerned about low bid. There's an immediate need but don't go low bid. Take care on specifications.
- Is financing going to be included in the plan?
- Residents enjoy it but users should pay for it.
- Keep control of marina (don't consign it)
- Doesn't want to see a special assessment

A.10 Financial Comments and Rates

- Rates should reflect highest and best use of facility.
- The rates are below market.
- Consider establishing a day dockage fee.
- Newer facilities, larger slips could provide more money.
- Add more dock space – politically controversial, some will say it's big enough. Larger slips to increase revenue.
- Profitable operation for the Town.
- Docks have been and continue to be a revenue generator.
- New docks should generate bigger revenues.
- Town relies on docks to fund activities (like a football team at universities).
- The dock is an amenity but also a revenue generator.
- The marina is an important revenue generator for the Town, so it is important.

A.11 Security

- Security – want to applaud current security.
- Security is a key element.
- Need to improve the dock and ensure safety and security.
- Security – lights go on and off - Need plenty of bright light.
- Opportunity or space for fishing without entering the docks.
- Have to ensue no fishing violations.
- There is a Town ordinance against fishing at the dock. The docks are also gated.
- The area is safe and secure with parking and ability to walk to dinner on Worth Avenue.
- Nothing escapes Police here. Cameras on the bridge track each car entering.

- Supporting cameras is not difficult - Police Foundation could maybe support cost
- Security concept is fine. There are cameras but maybe need some more if you expand. Maybe consider a swipe lock.
- May want to consider an infra-red motion detector to turn on lights, both on water side and land side.
- The marina is viewed differently from the recreation center or tennis courts. It is considered a parking lot for yachts while tennis is a service. The golf course was originally a gift. It's also a service and is now starting to contribute financially to the Town.
- Grass cuttings fill up the screener.
- Discharge of phosphates into the water leads to barnacle growth.

A.12 Construction

- Do it once, do it right.
- Consider phased construction.
- Fort Pierce rebuilt with floating concrete.

A.13 Other

- Staff does a good job keeping the area.
- Need to implement wake control – center console boats tear through the area.
- How will a fire be put out on a vessel? If there is a fire, do the vessels have insurance that will reimburse the cost for the Town to rebuild the docks?
- Admiralty law will dictate how the Town would recover money in case of a fire. Must look at it.
- Lady Kathryn V is foreign registered. That has nothing to do with whether the owners are Town residents. The Vecellios own three properties in Town of Palm Beach. The Town requires liability insurance.

Appendix B

Bulkhead Inspection Report

Baird.

Prepared for:

Prepared by:



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Revision	Date	Status	Comments	Prepared	Reviewed	Approved
0	3/13/18	Draft		GGT	KMJ	GGT

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1. Bulkhead Inspection Details

Inspector: Gordon Thomson, PE

Location: Lake Drive Park / Town of Palm Beach Docks
Royal Palm Way to Worth Avenue (Figure 1.1)

Date: Tuesday, November 28, 2017

Time: 10:00 to 14:30

Weather: Sunny, 80°F

Tide: Low tide of 0.72' MLLW at 08:57
High tide of 2.64' MLLW at 15:09

Equipment: GoPro Hero V video camera (plus accompanying lights and mounting system)
iPhone 5S still camera
Tape measure

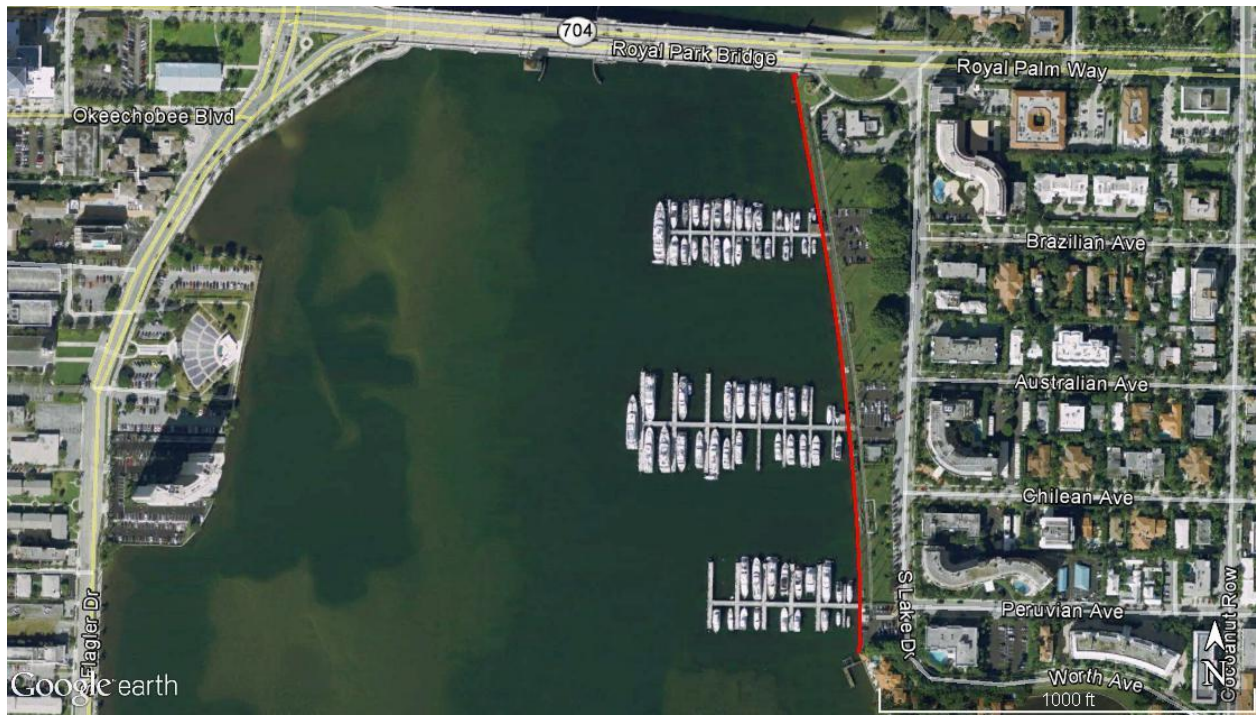


Figure 1.1: Project Location

2. Summary Findings

A continuous bulkhead extends 1,550 feet along the length of the Town Docks from the Royal Park Bridge to the southern extent of the Peruvian Dock parking lot. The bulkhead is in reasonably good shape but is showing its age. Original construction plans are not available, and the age of the bulkhead is unknown. It is estimated that the bulkhead is at least 30 to 40 years old based on lack of availability of records, discussions with Town of Palm Beach staff, and the general condition of the bulkhead.

The bulkhead appears to be a sheet pile with an extended concrete cap and face. The concrete face descends approximately seven feet from the cap. The cap typically stops between three and six inches above grade, though in some areas this is as much as two feet. It is hypothesized that the concrete face would have extended to grade at construction, and the gap between the base of the concrete and grade is due to scour.

The outlines of deadmen on the seaward face of the bulkhead (inferred because of heavy marine growth but approximate in location and size) suggest that deadmen assist in structural support of the wall. This would be expected for a wall of this type and height.

While, there are a few areas where the concrete cap has cracked and spalled, overall, the concrete cap is in good shape though frequently pitted. There were two areas where loss of backfill was evident. It was not clear from video footage of the face of the bulkhead where the backfill was being lost.

Marine growth is prevalent below the high tide mark. While it does not appear that this growth is impacting the structural stability of the bulkhead, its presence may be obscuring sites of damage on the bulkhead. Rust staining is also common in the marine growth, possibly from exposure of rebar.

In summary, the bulkhead appears to be fair condition though in need of spot repairs where the cap is cracked and backfill is being lost. Continued deterioration of the bulkhead is expected over time with repairs being required more frequently. The Town should consider rehabilitating the bulkhead within the next several years.



Figure 2.1: Sta 8+80 looking north. View of seaward face of the bulkhead at high tide.

3. Detailed Report

A continuous bulkhead extends 1,550 feet along the length of the Town Docks from the Royal Park Bridge to the southern extent of the Peruvian Dock parking lot (Figure 1.1). The bulkhead is mostly uniform in construction style, except for the northern return wall that joins into the Royal Park Bridge abutment and the bulkhead south of the Peruvian Dock walkway. Given that the majority of the bulkhead is uniform, this uniform section is described in detail first, and then areas that are different or have areas of concern are described. Stationing starts at the Royal Park Bridge Abutment and extends to the south.

3.1 Generalized Bulkhead Details

The bulkhead from Sta 0+16 to Sta 14+00 is uniform in construction style. It is comprised of an 11-inch wide concrete cap with 1.5-inch chamfers. Overall, the cap is in fair condition though showing its age with pitting and cracking. Backfill extends to the cap in some areas, while in others, there is approximately a six-inch lip between the grass and the seawall (Figure 3.1).



Figure 3.1: Sta 8+00 looking south. View of backfill close to the bulkhead cap elevation.

The cap is uniform in elevation along the entire length, except between Sta 6+27 to Sta 7+17 and Sta 11+45 to Sta 12+35 where the cap elevation raises to accommodate the storm water outfalls. The cap is typically between elevation 3.1 to 3.2 feet, NAVD '88 (5.5' MLLW) based on surveys conducted by Sea Diversified. At the storm water outfalls, the cap increases in elevation to 5.5 feet or 5.6 feet NAVD '88. The bathymetry at the

base of the bulkhead varies from approximately -5 feet, NAVD '88 (-2.6 feet, MLLW) to -7 feet, NAVD '88 (-4.6' MLLW).

A smooth concrete face extends down the seaward face of the bulkhead. The concrete face stops between six inches and 24 inches above the bottom along almost the entire length of the bulkhead. Steel sheet piling (Figure 3.2) with periodic tie backs (Figure 3.3) are visible within this gap. It is unknown whether the concrete was initially poured to grade and then the bottom was eroded or whether it was designed and constructed with this gap intentionally.

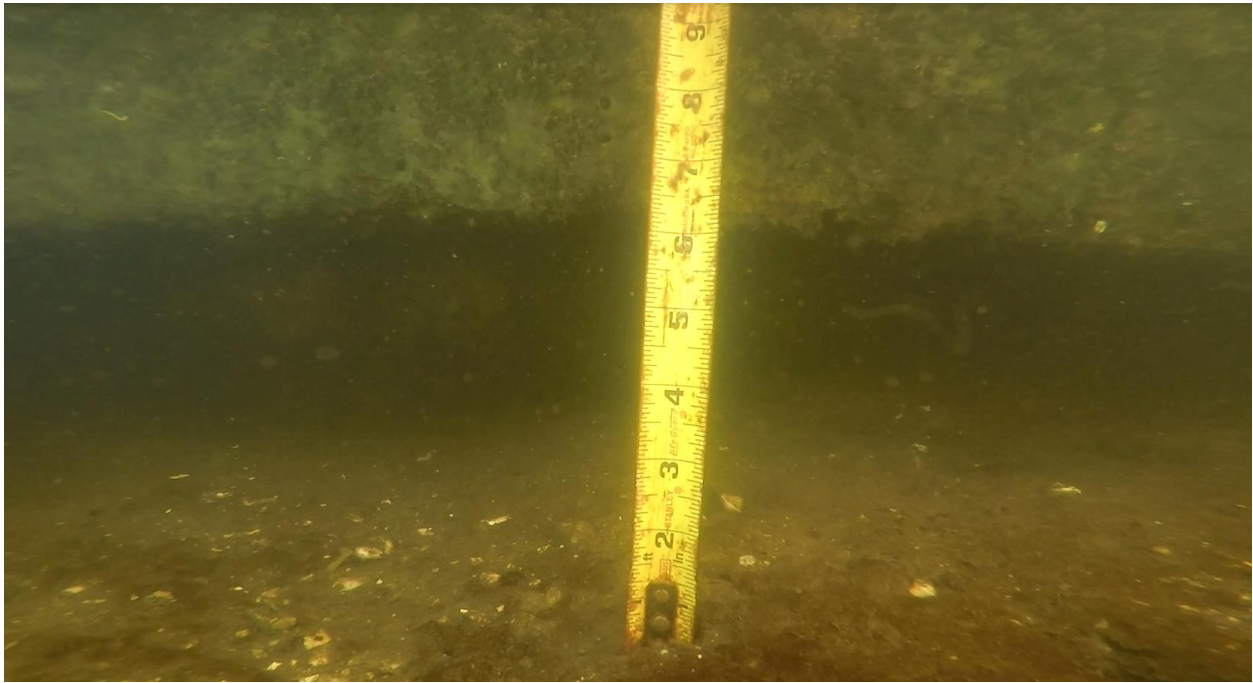


Figure 3.2: Sta 20+00. Gap between concrete face and bottom exposing the sheet pile

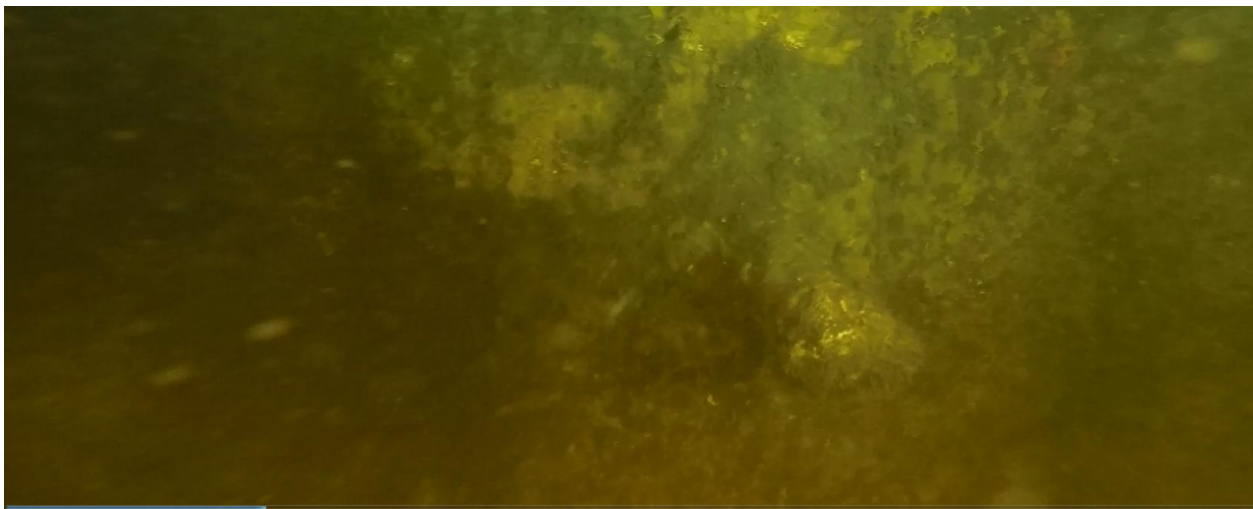


Figure 3.3: Sta 2+90. Apparent end of a tie back.

The concrete face has marine growth starting close to the high water mark (Figure 3.4), though the marine growth is more dense below the mean low water elevation (Figure 3.5). Some rust coloration is visible around some marine growth suggesting that the sheet pile extends into the concrete cap portion of the bulkhead, but it was not possible to determine the top elevation of the sheet piling (Figure 3.6).



Figure 3.4: Sta 2+90. Typical bulkhead face transition from exposed concrete to the concrete covered in marine growth within in the intertidal zone.



Figure 3.5: Typical marine growth on the concrete face of the bulkhead.



Figure 3.6: Sta 3+30. Infrequent rust coloration of marine growth suggestion corrosion within the bulkhead.

There are expansion joints in the concrete every 20 feet. Filler has been placed in these joints, but in many instances the filler has been degraded, and joint between two adjacent concrete sections extends back to the sheet pile (Figure 3.7).



Figure 3.7: Sta 0+70. Crack at an expansion joint in the vertical concrete face.

3.2 Sta 0+00 to Sta 0+15.5 - Northern Return Section

This section of the bulkhead is different in construction style from the majority of the bulkhead fronting Lake Drive Park. This section extends 15.5 feet due west from the Royal Park Bridge abutment to the main north/south section of the bulkhead. It appears that this bulkhead has been repaired multiple times, though none of the repairs appear to be recent. This section of the bulkhead is comprised of a concrete bulkhead with a deep (six-inch wide, six-inch deep) corrugated face (Figure 3.8). There are some remnants of a sheet pile face, though it looks as though this has been removed while leaving concrete fill behind it. There is concrete rubble in front of the vertical face. There is a newer six-inch wide, two-foot high concrete cap that is offset from the lower face of the wall by 1.5-feet.

There are numerous cracks in the lower face of the bulkhead, though there was no apparent loss of backfill to indicate that these cracks extend far enough back to violate the integrity of the bulkhead.



Figure 3.8: Sta 0+02 looking west. Corrugated face and offset cap.



Figure 3.9: Sta 0+03. Horizontal cracks in the concrete bulkhead.

3.3 Sta 14+55 to Sta 15+50 - Peruvian Dock Parking Lot Bulkhead

The bulkhead structure in front of the Peruvian Dock parking lot from Sta 14+55 to Sta 15+50 (Figure 3.10) is different in construction style from the bulkhead fronting Lake Drive Park, though similar to the return wall between Sta 0+00 and Sta 0+16. It is comprised of sheet pile with concrete back fill that doesn't breach the surface at low tide. A concrete parapet, offset approximately one-foot from the landward edge of the corrugated face, serves as the remainder of the bulkhead. When viewed from above the water line, the change from the bulkhead style extending the majority of Lake Drive Park to this new bulkhead is best approximated by the start of a three-inch wide, horizontally oriented lip that extends from Sta 14+55 to the southern end of the seawall.

The bulkhead ties into the neighbor's wall at the south side of the property, which is higher than the crest of the Town's bulkhead.



Figure 3.10: Sta 15+45 looking north along the bulkhead along the Peruvian Dock Parking Lot.

Figure 3.11 shows the start of the different style of bulkhead. A few elements can be observed in this picture, including that this is a sheet pile face, shown by the rounded edge of the sheet pile and seam. A tie back can also be viewed in this frame and, while less clear, the joint between the extruded bulkhead section and the vertical face of the bulkhead to the north.

Along the southern half of this section, the corrugated section has been undermined, which is a concern for the continued stability of the bulkhead. However, it looks as though this has been the condition of the seawall for a considerable time. It is strange that the sheet pile wasn't extended further into the seabed to avoid this undermining. While unclear due to marine growth, it may be possible that the sheet pile was discontinued or removed.

While not clear, it appears that there is a second wall behind the corrugated section.

There is cracking, spalling, and deterioration underneath the "lip" that extends from Sta 14+55 (Figure 3.13). This is not a critical element of the bulkhead so not in need of imminent repair.

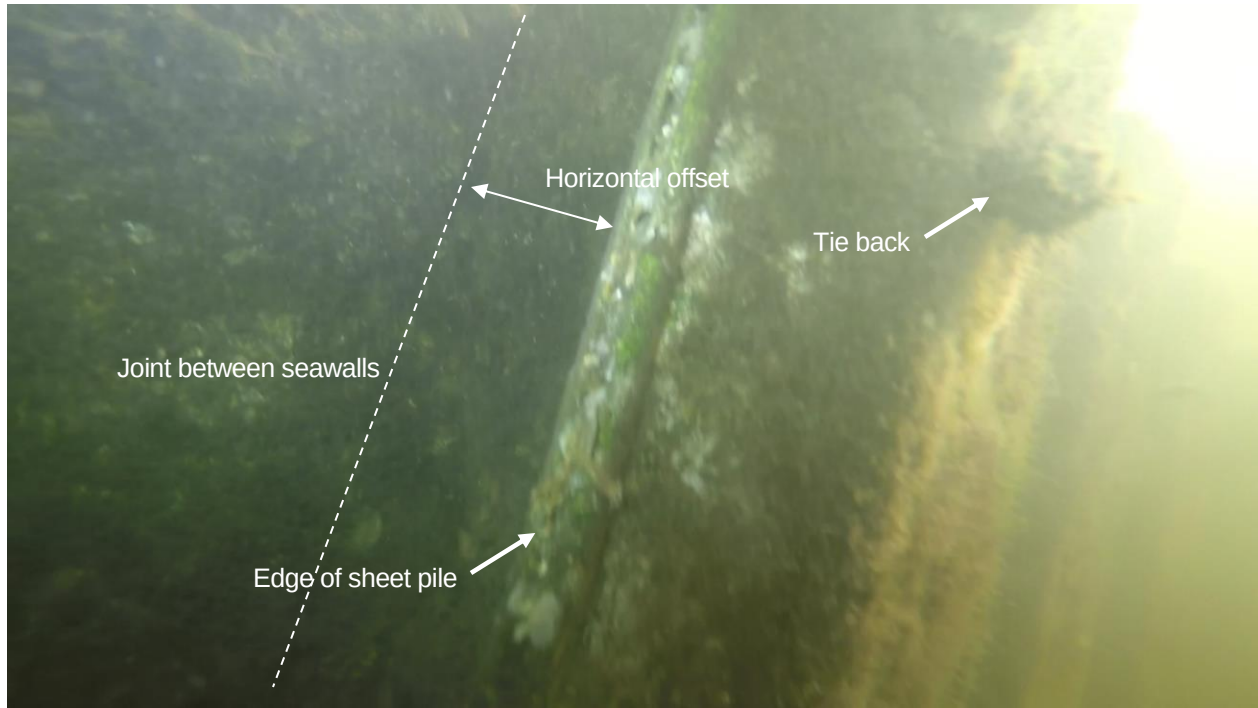


Figure 3.11: Sta 14+55 looking south. This is the start of the different bulkhead style.



Figure 3.12: Sta 15+15. Gap underneath the corrugated section of the bulkhead and vague outline of a secondary sheet pile wall in the background.



Figure 3.13: Sta 15+00. Cracking, spalling and deterioration underneath the lip along the parapet bulkhead section.

3.4 Sta 0+80 to Sta 0+88 - Outfall/ Cable Crossing

There are two outfalls located between Sta 0+80 and Sta 0+88, though these could also be cable crossings as a cable is entering/exiting one of the openings (Figure 3.14). The structure is monolithic concrete, though is covered by a metal plate suggesting that it is hollow in the center. The structure extends 18 feet into Lake Worth Lagoon from the seawall. There is spalling and rebar exposure on the small walkway to the structure (Figure 3.15).

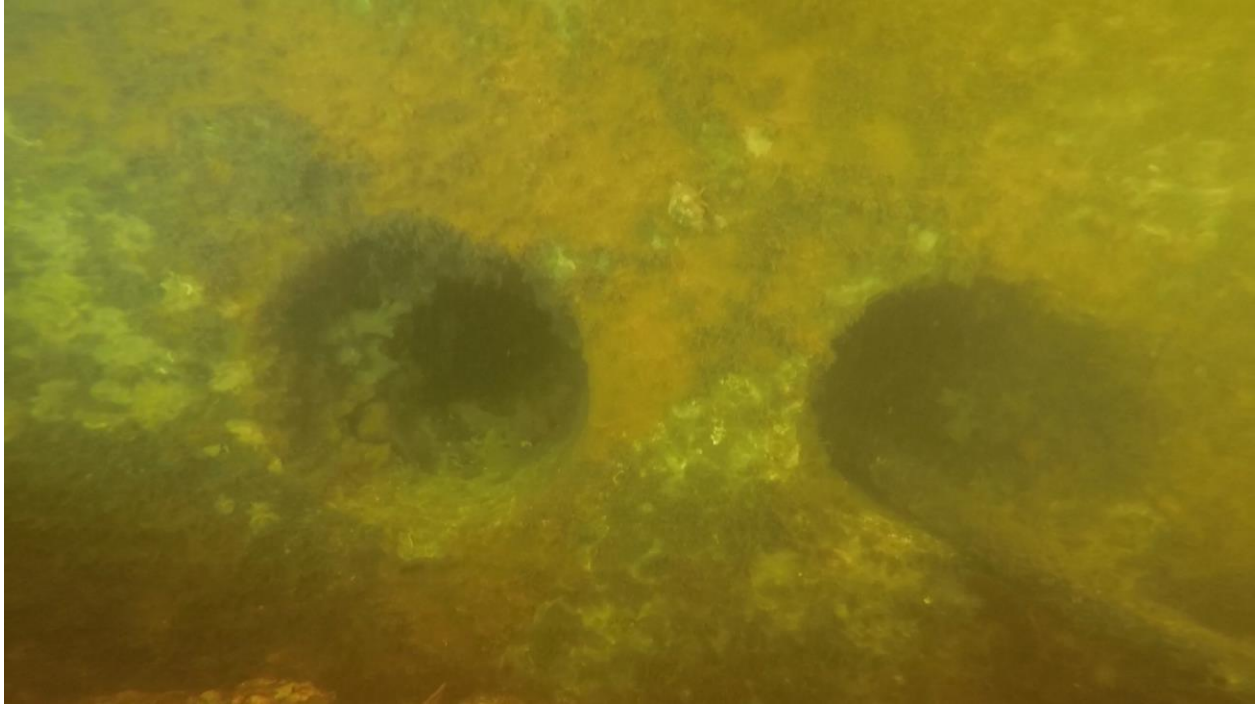


Figure 3.14: Sta 0+84. Western end of outfall structure looking east. Note the cable entering the eastern opening.



Figure 3.15: Sta 0+88 looking north. Spalling and rebar exposure and corrosion of the walkway to the outfall structure.

3.5 Sta 2+10 - Cracked Cap

There is a five-foot long section of cracked and dislocated concrete cap at Sta 2+10. The crack is arched and extends approximately one-foot below the cap, so the bottom of the crack remains above the mean high water line.



Figure 3.16: Sta 2+10. Crack and dislocated concrete cap.

3.6 Sta 10+80 - Backfill Loss

There is an area of backfill loss at Sta 10+80. The Dock Master has marked this area with a cone so that passers-by don't accidentally step in the depression and injure themselves (Figure 3.17). The depression area is approximately six feet across and just less than one foot deep. There were no visible areas of damage either on the landward or seaward side of the bulkhead.

3.7 Sta 9+40 – Backfill Loss

There is a small area of backfill loss immediately in front of the building at the Australian Dock (Figure 3.18). The seaward side of the bulkhead could not be observed with the video equipment because of the building slab blocking access. The area of backfill loss was approximately two feet wide, one-foot long and one-foot deep.



Figure 3.17: Sta 10+80. Area with backfill loss.



Figure 3.18: Sta 9+40. Area of backfill loss in front of Australian Dock office.

4. Repair Options

The existing bulkhead is starting to show its age with cracking and pitting of the concrete and localized corrosion of steel elements, including the sheet piling and concrete reinforcement. The bulkhead is not in immediate need of complete refurbishment, but it is anticipated that repairs to the bulkhead will be needed more frequently and at an increased rate.

Bulkhead structures are inherently difficult to inspect due to the fact that the majority of the structural elements cannot be visually inspected without performing excavation and underwater diving. From Figure 3.3 and Figure 3.11, the bulkhead appears to be tied back using tie rods and presumably a deadman. The condition of the tie rods and deadman are unknown and would require excavation to inspect, which if done, should be done at several random locations to better understand the overall condition. Generally, buried steel corrodes at a decreased rate when compared to steel that is exposed to seawater; however, some soils may have properties that increase the rate of corrosion of buried steel, and understanding the condition of the tie rods and deadman is important as they are primary steel members that provide lateral stability of the bulkhead. Tie rod failures are often dramatic in nature and may result in catastrophic failure of the bulkhead. As discussed below for the repair of backfill loss, it may be prudent to inspect and assess the condition of the tie rods and deadman during this repair.

Evaluating the structural integrity for the as-is condition of the bulkhead cannot be determined without performing a significant field investigation. This would involve excavation behind the bulkhead to expose tie rods and deadman. Underwater diving would also be performed to remove marine growth and measure steel thicknesses and concrete conditions that are currently hidden from view. Performing an as-is structural assessment is exacerbated by the lack of as-built drawings, as member sizes are unknown, as well as geotechnical conditions used when designing the original structure. Some members can be determined from a detailed field investigation, such as sheet pile size and thickness, tie rod sizes, whaler connections, and other exposed structural steel; however, information about rebar within concrete is very difficult to obtain from any field investigation. Thus, even if a detailed field investigation were performed, some assumptions would still need to be made when evaluating the strength of concrete members.

The most cost-efficient method to address all future issues with this bulkhead is to construct a new bulkhead in front of the old one. Sheet piles would be driven approximately one-foot in front of the toe of the old bulkhead and this area backfilled with granular fill or grout. A concrete cap would be poured that would be joined to the existing cap. New tiebacks would be installed and extended through the existing bulkhead.

The gap between the mudline and concrete cap shown in Figure 3.2 means that the concrete is being fully supported in the vertical direction (i.e. in the direction of gravity) by the steel sheet piling. Without existing drawings, it is unknown whether the sheet pile was designed to fully support the concrete cap. It is common practice to support the concrete cap on the sheet pile, but there is no way to confirm this methodology was followed at this time. Either way, the supporting sheet piling is directly exposed to seawater, and there is a potential for increased corrosion beyond what was originally considered in the design. A possible failure mechanism at these locations is the potential for the sheet pile to corrode to the point where it can no longer support the weight of the concrete cap, causing local buckling of the sheet piling and overall vertical displacement and rotation of the concrete cap. Depending on the magnitude of the displacement and rotation, the tie rods will undergo additional stress and may fail. This failure mechanism would likely be triggered by a large rainfall event, which may cause the differential water height between the landside and waterside to increase, thereby exerting additional forces on the bulkhead when compared to its normal operating conditions. Another trigger mechanism would be surcharge loading near the bulkhead, that is, live loads from vehicles, pedestrians, or equipment.

The wider bulkhead base from Sta 14+55 south makes constructing a bulkhead in front of the existing one slightly more challenging. First, the void beneath the existing bulkhead would need to be filled, or that section of the bulkhead should be removed. The former would be easier, though the latter option might be more aesthetically appealing, because it wouldn't protrude out two feet beyond the general alignment of the bulkhead to the north. One advantage of this protrusion is that it could allow the parking lot to be expanded by two feet by removing the existing bulkhead that is above the water line.

The cracked cap at Sta 2+10 should be repaired. This will require removal of the existing cracked concrete. The remaining concrete will be cleaned, with special attention to any exposed rebar. Any exposed rebar with significant section loss would be replaced in kind and doweled into existing concrete. Any new rebar that is doweled into existing concrete should be protected using galvanic anodes due significant potential difference between new and old concrete, which causes rapid corrosion. A concrete form will be erected with dowels extending from the existing concrete into the formed area. New concrete will then be poured.

The two areas currently experiencing backfill loss should be repaired before the bulkhead deteriorates further. This repair will require that the backfill be excavated until the defect in the bulkhead is located. The defect would then be patched from the landward side before backfilling the hole and laying new turf. It is recommended that the tie rods and bulkhead adjacent to the loss of fill location are exposed and inspected during the repair to assess the condition of the tie-back system. This would potentially involve performing additional excavation that is needed for the repair, but the equipment would already be mobilized, and as mentioned, the tie-back system is a critical component to the bulkhead's lateral stability.

For aesthetic purposes, the existing concrete cap could be refaced, though this is not a necessity at this time.

Appendix C

Marina Management Services Market Analysis Report

Baird.

Town of Palm Beach Town Docks Master Plan Market Study



PREPARED BY



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March 19, 2018

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Introduction

Marina Management Services, Inc. (MMS) was contracted to conduct a market study of comparable marina facilities that compete for the same market segment as the Palm Beach “Town Docks”. MMS has completed an in depth and comprehensive Market Analysis based on information gathered from community stakeholders, city administrators, marina patrons as well as strategically targeted area marinas and yacht captains to provide a comprehensive all-inclusive plan for the revitalization of the “Town Docks” located in Palm Beach, Florida.

Seven area marinas were visited by a member of MMS’s staff that met with the management of these facilities and interviewed them at great length.

The strategically targeted area marinas were selected for various reasons. Each marina that was selected has its own personality. Each marina that was selected brings to the table good qualities. And each marina that was selected has its own set of challenges. It is the goal of MMS to share as much available information as possible so the decision makers can make wise choices for the revitalization of the “Town Docks”.

MMS included local West Palm Beach marinas as well as specific Ft. Lauderdale marinas that serve the same yachting market segment as the “Town Docks” in an effort to share and explore all options for the revitalization of “Town Docks”.

Unlike other municipal marinas in the area MMS wanted to preserve what the “Town Docks” meant to the yacht owners and other water recreation users residing in the town of Palm Beach and balance their needs with those of the community at large. MMS has made every effort to blend the two factions to come up with a plan that addresses all the concerns raised while meeting market demand.

Positioning in the Marketplace

The “Town Docks” enjoys a unique reputation in the boating community similar to that of the Town of Palm Beach. Thus the marina should command dockage rates commensurate with the reputation of the town. With that being said the quality of the facility, level of services provided and competency of the staff has to be a cut above other marina facilities in the area. It is MMS’s position that the “Town Docks” do not compete directly with other marinas in the marketplace but the “Town Docks” management needs to be cognizant of changes taking place in other area marinas. The goal should be that the “Town Docks” sets the standard in the marketplace. Once that level of service is achieved dockage rates and increased profitability will follow.

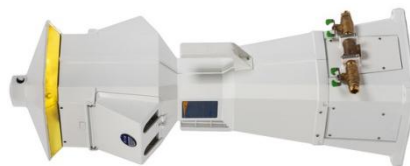
Recommendations for the Rebuild of the “Town Docks”

During the various meetings with different stakeholders and visiting comparable marinas in the marketplace serving a similar segment of the yachting community as those yachts docked at the “Town Docks” MMS has addressed issues it believes important when decisions are being made as to the rebuilding of the “Town Docks”. The order in which these items are presented below in this report are not conducive as to their relevance as each item stands on its own.

Power Requirements

The “Town Docks” will have a variety of slip sizes and thus attract yachts that will require different shore-side power requirements. The goal in rebuilding the “Town Docks” is to provide as many shore-side power options as possible in the rebuild of the marina thus minimizing the need for yachts to run on board generating equipment. This is much more cost-effective for the yacht owner as well as an environmentally friendly solution. It is also the one preferred by both yacht captains and yacht owners.

MMS is recommending that the “Town Docks” provided a range of power options to its customers. In order to do this it is necessary to balance cost with demand. For slips that can accommodate yachts up to sixty feet each slip should be equipped with power pedestals that can accommodate two 50 amp 240 volt receptacles. Typically these types of pedestals as shown here are placed between slips and one pedestal provides an electrical hookup for two adjoining slips. For the larger yachts MMS recommends power distribution



centers that can provide a variety of power options which includes 480v, 240v and 208v 3 phase with up to 200 amps of service as shown below. The exact configuration will be determined based on final marina design. To reduce the size of wire runs needed from the shore side to these units each unit contains step down transformers to provide the power options mentioned above. This type of installation typically will reduce the overall cost of the electrical infrastructure by as much as eight percent.



These power distribution units contain sub meters which allows the marina to pass through the cost of electricity used by each yacht but the marina is not allowed to mark up the per kilowatt cost to the yacht. The marina owner must look to other means in order to recoup the electrical infrastructure cost. Two ways the marinas typically address this issue is one, they charge a monthly connection fee based on the amperage. The second method is based on a straight monthly administration fee. MMS recommends the connection fee method as it presents the fairest way to charge the yacht.

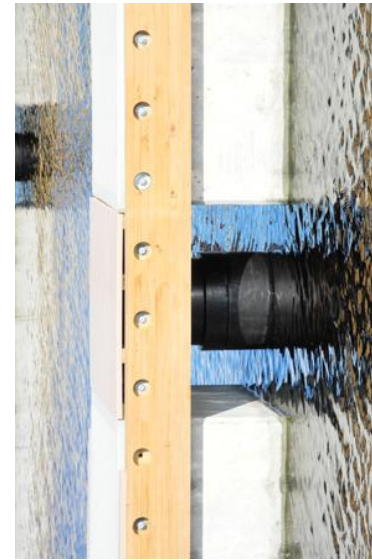
Both the power pedestals and the power distribution centers contain the sub metering that can be remotely monitored and the information is automatically uploaded into most computerized marina management software systems eliminating the need to have dock attendants physically record each meter reading. This also allows the marina's staff to remotely disconnect the power should the need arise.

Dock System

Marina's are what is considered to be "reactionary" by that it means that marina design does not drive the industry but a marina must react to the types of boats being built and bought in the local market. In the case of the "Town Docks" there is another factor to be considered and that is the primary focus should be on satisfying the needs of the local boating community followed by maximizing the income potential from the seasonal transient boat market. When faced with this challenge the marina's design must be as versatile as possible to accommodate an ever-changing market and avoid becoming obsolete.

To meet this challenge MMS is recommending floating concrete double loaded slips without dolphin pilings and using telescoping piles that can accommodate yachts ranging in length from 65 feet to 150 feet as well as at least two end ties that can accommodate yachts of 200+ feet in length. In the final design of the marina there should be considerations given to locations in the marina where smaller slips in the forty to fifty foot range can be placed without compromising the number of larger slips. Slips in this size range will accommodate local residents that currently keep their boats in surrounding marinas but does not constitute the majority in the primary market. The fairways between docks should be 1.5 times the width of the longest yacht that can be accommodated in a slip on that fairway. This type of construction and configuration will provide the greatest flexibility to accommodate the local market demand as well as attract transient yachts ranging in these sizes.

Yacht owners and captains prefer to moor to floating docks as compared to fixed docks for two reasons. First, once secured to the dock, the dock and yacht become a single unit and rise and fall with the tide eliminating the need to continually adjust fenders and mooring lines to keep the yacht secure to the dock. It has been MMS's experience that because the dock and yacht fluctuate with the tide as a single unit overall maintenance cost of docks is significantly reduced. Second, once boarding steps or ramp is in place no further adjustments have to be made to board or disembark the yacht reducing the risk of personal injury. From the marina owners perspective floating docks will always keep sensitive electrical equipment above the water even in extreme tidal conditions when fixed docks could become submerged. MMS is also recommending the use of telescoping pilings as shown here in conjunction with floating concrete docks.



Telescoping piles consist of two steel pilings the outer piling is driven into the bed rock and acts as a sleeve for the inner piling which is fitted in a socket affixed to the dock structure. There are several benefits to this



type of pile system. First, there is not a vertical piling above the dock surface to impede the mooring of a yacht. Notice in the adjoining picture the pilings and the stern of the yacht could swing over the dock and come in contact with a piling causing damage to both the dock as well as the yacht. Second, the usable surface area of the docks is extended providing a safer operating environment and third when no yachts are in the marina the residences have a clear and unobstructed view over the water as compared to the typical floating dock marinas both are pictured here.



Marina Dock Lighting

A marina's lights serve two main functions. The first and most important function is safety. The second function is that of aesthetics and user comfort. MMS is sensitive to the fact that the "Town Docks" marina patrons and the surrounding neighbors will appreciate a tastefully well-lit facility that is not overstated yet offers safety and a sense of security.

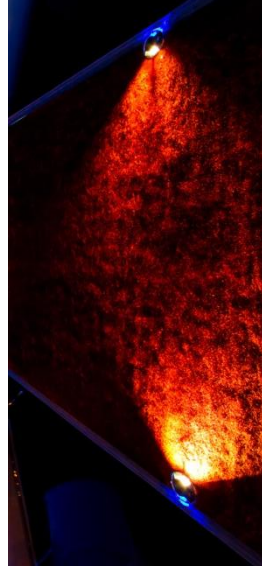


MMS strongly recommends environmentally friendly and energy efficient LED lights for dock lighting of the "Town Docks" similar to the one shown here. The objective is to avoid down lighting or lighting of the water as these types of light can become very obtrusive to the marina customer when on their yacht at night as well as to the surrounding neighborhood.





The pathway lighting pictured here are two examples of the type of beam the pathway light projects. The light fixture is made from die cast stainless steel designed for a harsh marine environment and casts a



flat wide beam of light onto the dock walkway without glare or any upward projection of light. The physical dimensions of the light fixture is less than one inch high and approximately four inches in diameter with no sharp edges minimizing the chance of snagging dock lines or tripping over the fixture. Combinations of light colors can be customized for specific applications. This type of light fixture should also be considered for other applications on the landside walkways and parking areas of the marina.as well. Depending upon the surface the light is projected upon can provide different effects.

Black Water Pump-out System

The marina should be plumbed to be able to receive black water discharged from every yacht berthed in the marina. The plumbing throughout the marina should be passive and in order for a yacht to discharge black water the marina's staff should be contacted and a portable connection should be made. MMS recommends



an in-slip centralized pump out system that is comprised of three main components, a land side suction pump shown here on the left and multiple on dock connection points strategically located throughout the marina to minimize the distance from the yachts holding tank discharge connection to the dockside connection point and a transition cart shown here on the right necessary to connect the yacht to the marina's centralized pump-out system. MMS is



recommending the components that should be considered. Design of the system's specific requirements should be a decision left to the engineers and the selected manufacture of pump out equipment.

Under the Clean Vessel Act Grant Program there may be federal monies available to offset the installation cost of this type of system. MMS believes the Town Docks would not qualify since there will not be a general pump out location where any boater may avail themselves to this service. This type of installation is usually in conjunction with a operating fuel dock and imposes a multitude of governmental compliance restrictions. Since the Town Docks will not have a fuel dock nor slips for short term courtesy docking, this is the reason MMS believes the Town Docks will not qualify for grant funding as the system is designed for marina patrons only. MMS does not recommend any change in that policy.

Secure Dock Access



Access to docks in the marina should be limited to yacht owners and crew. All others who request access to the docks should be controlled by the marina's management and security staff. The goal is to create a

barrier that is aesthetically pleasing yet highly secure. MMS is recommending a glass barrier as shown here. This type of secured entry does not create a visual barrier between the landside and the waterside yet will keep unauthorized individuals off the docks. MMS is recommending

that each entry point have the capability of being remotely controlled from the marina office. Each entry point should be equipped with a video camera, two way voice communications to the marina office, a keyless entry/exit system that has recording capabilities to identify each user and a warning system should the entry gate be left open for any extended length of time.



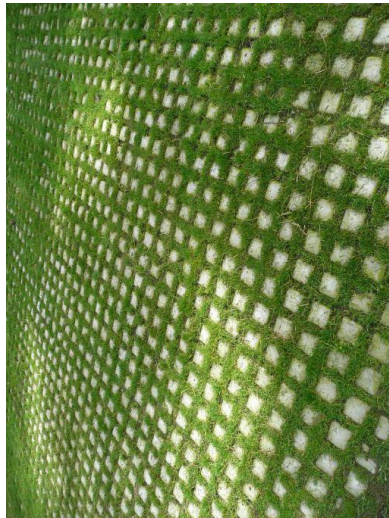
Marina Parking

Parking at the “Town Docks” for marina patrons requires a balance between satisfying the needs of the marina patrons and the aesthetics and inconvenience to local upland residences. This is not unique to the “Town Docks but something almost every marina faces. To satisfy both parties requires compromise and an understanding of the needs of both those parties.

It has been MMS’s experience that the biggest challenge to resolve parking issues is how you accommodate the service provider. Whether it is a service provider called to repair an air conditioner in an upland residence or on a yacht the need to park a service vehicle while the work is being performed is the same. The need for this type of parking is normally during regular business hours. Often time’s equipment is required to be taken on board the yacht therefore dedicated loading and unloading areas be established and restricted to fifteen minute parking. After that the vendor should be required to move his vehicle to either a dedicated marina parking area or street parking the same as any upland vendor.

For those parking lots dedicated to the marina MMS is recommending a parking gate and fob system with remote monitoring to control parking. Each fob should be identifiable as to who it is assigned to and the number of fobs issued for each lot should be one hundred and twenty five percent of the parking spaces available. For example if there are forty dedicated parking spaces in the lot then fifty fobs would be issued. By using this system the marina’s management can monitor the usage and adjust the number of fobs issued for each parking lot based on the utilization of the parking lot. This system will also require setting a limit as to how many fobs each birth holder is entitled to. Over time a pattern will develop and the initial one hundred and twenty five percent rule may be adjusted upward or downward to obtain maximum utilization of the parking spaces dedicated to berths.

Whenever a yacht owner is holding a special party or event for a number of guests on his yacht he should be required to hire a company to provide valet parking for his guests and staged through the loading and unloading areas and not in the gated parking area. This should not be the responsibility of the marina’s management other than to monitor the situation to make sure marina rules are being followed.



Enforcement of any rules regarding parking is the responsibility of the marina's management and must be vigilant at all times because if rules are not consistently enforced uniformly the system will not work.

Lighting in parking areas is important for safety reasons. MMS is suggesting using the same LED puck lights as recommended for dock walkways with limited down lighting preserving the ambiance for the marina patrons and nearby residences.

To keep a park like atmosphere MMS is recommending permeable grass paver parking lots rather than asphalt. Permanent parking spaces can be defined as well as a number of patterns can be imbedded to compliment the application as well as the amount of green grass showing. Using this approach to parking could expand the parking options to accommodate those peak periods without infringing on other public parking. The areas could be sectioned off using a removable bollard and chain approach as shown here to restrict parking to certain areas and only open up those areas as the need arises while keeping the park like atmosphere.



Wi-Fi Service

During interviews with marina customers and stakeholders it became apparent that the current Wi-Fi network for the "Town Docks" is not of the quality or standard expected and needs to be upgraded. Internet access today in a marina is no longer a nice to have, it is a must have. The marina environment requires extra care when planning internet Wi-Fi deployment because each yacht typically has their own Wi-Fi network on board which competes for the same set of reserved radio channels that all Wi-Fi operates on. Additionally, the metal hulls and super-structures of many yachts are not Wi-Fi 'friendly' making the locations of the shore based marina Access Points which provide the internet service to the customers of critical importance. System redundancy, reliability and manageability must be factored into the design and

implementation in order to provide a quality system and thus a quality experience for marina guests. Lastly it must be simple for the guest to use while still providing controls over who has access to the system to prevent unwanted people from using the service. Because of the diversity of yachts that the Town Docks can accommodate the Wi-Fi network should be custom made to address the technical challenges posed by these yachts. Particularly on crewed yachts where the internet may be the only form of entertainment for these crew members the marina must retain control over the bandwidth each user is allowed to use free of charge. MMS recommends the marina impose a charge for excessive use of Wi-Fi bandwidth. A good monitoring system should record the amount of bandwidth each user uses in a twenty-four hour period. If management does not control usage it will be impossible to satisfy the majority of marina customers using the network. MMS recommends using an IT person to design the system who has specific knowledge of system design with a customer base similar to that of the "Town Docks". It has been MMS's experience the system design is based on the individual not a company name.

Trash Collection and Disposal

Trash Collection and Disposal procedures at the "Town Docks" are important to the overall satisfaction of the marina patrons as well as the surrounding upland residences. Convenience and aesthetics play a major role in the success of this process. No matter what procedure is put into place there must be participation and cooperation on the part of the "Town Dock" patrons and marina staff for satisfactory results.

MMS recommends the location of the trash and recycle services are consolidated into a single enclosed area utilizing landscaping to make the area as invisible as possible from the general public and marina customers. This area needs to be secured with access limited to marina employees and yacht owners and or yacht crew. Similar to other gated areas in the marina with restricted access this area should be camera monitored and card access controlled.

Because of the general layout of the property there is not a convenient location for all marina customers to dispose of their own trash or recyclables without creating an issue with parking and adjoining residences therefore MMS is recommending the marina's management implement a program to collect trash dockside and designate an area close to the Public Works property at the north end of the property for the marina's enclosed trash area.

MMS does not recommend placing any kind of permanent trash or recyclable containers on the docks but recommends implementing a policy to pick up these items dockside as they are removed from a yacht and placed on the dock. MMS considers this type of policy as “a value added service” where the marina recoups any additional costs plus recognizes a profit to provide this service. The image the “Town Docks” projects throughout the boating community lends itself to expecting this level of service. MMS is not proposing implementation of any specific policy at this time but it is important to understand how an efficiently designed facility will reduce ongoing operating cost therefore both design and operations should be taken into consideration when planning a new facility.

There are three types of trash that should be accommodated in the designated area, recyclables, general trash and petroleum waste. MMS recommends that the marina’s management contact the Palm Beach Public Works Department and coordinate with them final design to determine accessibility and what receptacles should be used for trash and recyclables to meet the Public Works Department pickup requirements.

Recyclables and General Trash

The marina should implement a program to collect both recyclable waste and general trash to the same degree as the Town of Palm Beach collects such waste. Whatever program is adopted by the marina to collect recyclable waste and general trash should be compliant with the Town of Palm Beach Public Works guidelines. Once the town’s guidelines are understood MMS recommends a program where the marina provides “a value added service” as described above for the handling of both.

Waste Oil Containment

It has been MMS’s experience that regardless of the number of rules or regulations in place for the proper disposal of waste oil in a marina it will become a problem for the marina therefore MMS is recommending providing a secured waste oil disposal area reserved for yachts in the marina. MMS has found that charging a nominal fee to cover the additional labor costs to provide dockside pickup of used oil and other oil contaminated items and maintain the containment area as well as having

the waste oil removed by an approved vendor is not an issue with boaters and should be positioned as part of the marina's environmental policy..



MMS recommends a 500 gallon double-walled steel clamshell design waste oil tank that meets Spill Prevention, Control, and Countermeasure (SPCC) regulations eliminating the need for a secondary containment tank. In addition to disposing of waste oil on a yacht there are oil filters and oily pads that are also discarded. To prevent these items from ending up in the general trash the marina should provide a drum enclosure similar to the one pictured here. This drum enclosure can hold four fifty-five gallon drums and has a sump to hold any spills that can happen when handling used filters and absorbent pads.



MMS also recommends that the waste oil tank and drum enclosure be placed on a concrete pad to keep any spilled waste oil from penetrating the ground. The waste oil containers should be located in the general area along with the trash container.

Marina customers and service providers should not be permitted to dispose of their own waste oil and oil contaminated items to prevent the possibility of spills on docks and other areas of the marina. It is important that marina employees should know what is being placed in the recycle containers to assure proper disposal.

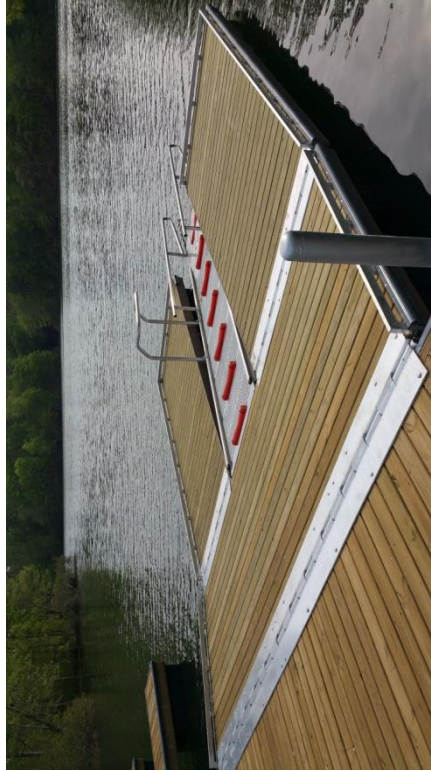
Restrooms/Showers

MMS recommends that the marina's restrooms should be placed at the entrance of each pier and restricted for the use of marina patrons and their guests. Restroom should be secured with access limited to those people with access gate passes to enter the dock. MMS recommends that outside contractors or vendors visiting yachts in the marina do not have unlimited access to the restrooms but must obtain an entry pass

from the yacht they are working on. As with other secured areas in the marina each entry is recorded as part of the security procedure. MMS also feels that showers are not necessary.

Kayak Launching and Docking

During the course of MMS's information gathering process we heard from several local individuals and groups expressing the desire to have a kayak launching and docking facility within the marina redevelopment area. MMS understands the reasons for such a facility and encourages such a facility but it is not a good idea to have it in the proximity of a marina. When a yacht is maneuvering in a marina their ability to alter course is not an option without putting their yacht or other yachts in the marina in harm's way. Similar to driving a vehicle, there is usually a "blind spot" where the driver cannot see the approaching vehicle because of the proximity of the approaching vehicle to your vehicle. This is even more pronounced on a yacht due to the beam of the yacht and height off the water of the pilothouse. A yacht that is backing down usually has no visible line of sight behind the yacht. Therefore MMS recommends that no kayaking be permitted within the marina basin due to the dangers of yachts maneuvering. This rule should apply to everyone even the marina customers who may also own kayaks.



There are a number of launching ramps specifically designed for kayaks. Pictured here is an example of such a floating launch ramp that could be placed in a park like setting where there is minimal current and boat traffic. If space permits a wash down area would be welcomed as well as lockable storage racks that could be constructed and rented eliminating the need for kayakers to have to take home their kayaks when finished. MMS believes that such a facility would be welcomed by the community.

Marinas Surveyed for Market Analysis

The questions asked were carefully crafted based on the driving factors for the revitalization of the “Town Docks” that have been identified by the decision makers and Town Dock patrons.

This Market Analysis will share accurate information on such topics as rates, electrical service, dock systems, parking, landscape, Wi-Fi, security, restrooms/showers and rubbish collection.

The marinas an MMS representative visited were Pier 66, Sunrise Harbor, Hall of Fame Marina, Bahia Mar, and Las Olas Marina in the Fort Lauderdale market and Palm Harbor Marina, and Rybovich in the Palm Beach market. MMS selected these specific marinas to survey as MMS believes these marinas cater to a similar market segment as the Palm Beach “Town Docks”.

Pier 66 Marina – Ft Lauderdale, FL. – Pier 66 Marina is a full service resort with a 176 slip marina comprised of a combination of fixed and floating concrete docks for yachts up to 350 feet in length...Occupancy averages 48% in summer and 90% in season. The marina promenade and hotel grounds are nicely landscaped providing a private, secluded site within a metropolitan area. Marina customers have access to hotel facilities with designated marina patron paid parking. The marina offers complimentary Wi-Fi, 24 hour security, secured restrooms with showers and laundry, in slip pump-out, dock assistance via golf cart, dockside check in service, tie up assistance for arrivals and departures, provisioning as well as a fuel dock and in slip fuel bunkering is available for marina patrons.



Sunrise Harbor Marina – Ft Lauderdale, FL – Sunrise Harbor Marina is uniquely designed marina with 2,500 linear feet of parallel floating concrete docking that can accommodate various lengths and numbers of yachts up to 200 feet in length. The facility is part of a 352 rental apartment complex that includes 17 guest suites available to marina patrons as well as various retail outlets. Occupancy averages 70% in summer and 100% in season. A pump-out system is plumbed throughout the marina. The marina offers Wi-Fi, on-site security and a water taxi stop which allows marina patrons to visit other parts of Fort Lauderdale including the cultural arts district. Marina patrons enjoy full use of resort amenities including a fitness center, billiard room, tennis courts and club room with catering capabilities as well as concierge service. and complimentary valet parking.



Bahia Mar Yachting Center – Ft Lauderdale, FL – Bahia Mar Yachting Center is a full service Beach Resort with a 242 slip marina comprised of floating concrete docks accommodating yachts up to 300 feet in length along a 3,000 foot parallel dock. Occupancy averages 68% in summer and 85% in season. Patrons enjoy full use of the hotel facilities with designated paid marina parking. The marina offers Wi-Fi, 24 hour on-site security, restrooms, showers, laundry and 3 strategically



located pump-out stations on the headwalls' of B,G and H Docks. The facility offers high speed fueling, a marine store as well as several marine related vendors including such services as fishing and sightseeing charter boats, yacht brokers and a yacht insurance company. Golf cart assistance from the parking lots to the yacht is available on request as well as full concierge services; the "Captains Quarters Clubhouse" is a lounge equipped with billiard tables and is restricted for the enjoyment of yacht captains and crew. The marina is home of the Fort Lauderdale International Boat Show. It should be noted that the entire property s scheduled to be totally renovated within the near future.

Hall of Fame Marina – Ft Lauderdale, FL – Hall of Fame marina has 40 floating wood slips and can accommodate yachts up to 135 feet on the north dock and 70 feet on the south dock. Occupancy averages 83% in summer and 100% in season. The marina has very limited parking available with minimal landscaping as it surrounds the Swimming Hall of Fame. Wi-Fi is available and security is limited to gated access to the slips. The marina provides its patrons restrooms, showers and laundry facilities. The marina does not have a fuel dock but fuel can be delivered to yachts via truck. The marina uses portable pump-out carts. The marina is adjacent to several restaurants, the Fort Lauderdale beach promenade and an abundance of nightlife. Hall of Fame Marina for all its shortcomings as compared to other marinas in the area it prides itself for having a comfortable laidback atmosphere with a real community feel.



Las Olas Marina – Ft Lauderdale, FL – Las Olas Marina is a municipal owned and operated marina. The facility has 61 floating concrete slips that can accommodate yachts up to 129 feet in length. Occupancy averages 25% in summer and 95% in season.



The complex features two smaller docks which offer daily boat dockage for boats up to about 30 feet as well as a temporary anchorage area across the inter coastal waterway from the marina. Wi-Fi is available and security is limited to gated access to the slips. The marina

provides its patrons restrooms, showers and laundry facilities. The marina does not sell or allow truck delivery of fuel. There is one pump-out location in the marina and parking is provided in a municipal parking adjacent to the marina.

Rybovich Boatyard and Marina – West Palm Beach, FL – Rybovich Boatyard and Marina is a working-style marina facility as well as a full service boatyard. The marina often acts as a staging area for the patrons of the boatyard. The marina and boatyard can accommodate yachts up to 300+ feet in length. The facility has 57 floating concrete slips. . Occupancy averages 50% in summer and 100% in season. The marina allows fuel truck in slip fueling and provides portable pump out services. Other amenities and services provided include: weekly crew-oriented events, complimentary parking, pool, fitness center, lounge, restrooms, showers,



laundry, golf cart service and a complimentary shuttle service to the patron's desired location. Wi-Fi service is available. Roaming security is provided as well as a gate guard at the entrance. Although it should be noted when an MMS representative went to visit a yacht captain of a Palm Beach residences yacht the MMS representative was waved through the gate no questions asked.

Palm Harbor Marina – West Palm Beach, FL – Palm Harbor Marina Located in the heart of West Palm

Beach and offers 300 floating concrete docks that can accommodate yachts up to 250 feet in length with 40% occupancy in the summer and 100% occupancy in the winter. The marina has a gated parking lot designated for the marina patrons. Wi-Fi is available



and security is limited to gated access to the slips. The marina offers a private clubroom, fitness center, business center, and game room to marina patrons. Palm Harbor Marina features an upscale deli open to the general public. The marina provides a fulltime concierge service as well as a dockside golf cart pickup and drop off service. The marina provides its patrons restrooms, showers and laundry facilities as well as having a pump-out connection at each slip. Fuel is available at the fuel dock.

Comparable Rate Analysis

MMS has prepared a comparable rate analysis on the following page for the marinas it believes will serve the same segment of the yachting community. No two marinas are exactly alike therefore when preparing a comparable rate analysis it is important to take into account non marina features that have an impact on the rates a marina can charge. A large factor in determining rates is the quality and level of service the marinas' staff provides its customers. MMS assumes that the Town of Palm Beach will demand from its marina's staff the quality and level of service commensurate with the reputation of the Town.

MMS is proposing the following opening in-season rates for the rebuilt marina. These rates may be adjusted upward or downward for preopening construction rate special, seasonality changes, special events, etc. The rates a marina typically charges particularly to larger yachts may seem high to those not familiar with the cost of operating and maintaining the yacht but annual dockage cost is usually less than 5% of the total annual costs of operating and maintaining the yacht.

(Rates are based on per foot per day)		DAILY		MONTHLY		ANNUAL	
TOWN DOCKS	0-100+/-	101--200+/-	201+	0-100+/-	101--200+/-	201+	201+
Proposed Rebuilt Opening Rates	\$3.95	\$4.95	\$5.95	\$3.35	\$4.35	\$5.50	\$3.25 \$4.25 \$5.25

(Rates are based on per foot per day)									
	DAILY		MONTHLY			ANNUAL			
	0-100+/-	101--200+/-	201+	0-100+/-	101--200+/-	201+	0-100+/-	101--200+/-	201+
<u>Fort Lauderdale Marinas</u>									
MARINA									
PIER 66	\$4.55	\$7.08	\$8.50	\$4.04	\$6.58	\$8.00	\$2.48	\$3.58	\$4.75
BAHIA MAR	\$4.83	\$7.00	\$7.00	\$3.92	\$6.75	\$6.75	\$2.58	\$4.00	\$4.00
HALL OF FAME - NORTH	\$3.95	\$3.95	\$3.95	\$3.40	\$3.40	\$3.40	\$2.45	\$2.45	\$2.45
HALL OF FAME - SOUTH	\$2.60	\$2.60	\$2.60	\$2.35	\$2.35	\$2.35	\$1.40	\$1.40	\$1.40
LAS OLAS	\$2.48	\$4.15		\$2.11	\$3.53		\$1.37	\$2.28	
SUNRISE HARBOR	\$4.50	\$4.63	\$4.75	\$4.25	\$4.38	\$4.50	\$4.02	\$4.14	\$4.25
<u>West Palm Beach Marinas</u>									
PALM HARBOR	\$3.30	\$3.80	\$4.10	\$2.28	\$2.75		\$2.15	\$2.40	
RYBOVICH	\$4.00	\$4.75	\$5.75	\$3.25	\$4.25	\$5.25	\$3.25	\$4.25	\$5.25
Average Fort Lauderdale Market	\$3.82	\$4.90	\$5.36	\$3.35	\$4.50	\$5.00	\$2.38	\$2.97	\$3.37
Average West Palm Beach Market	\$3.65	\$4.28	\$4.93	\$2.77	\$3.50	\$5.25	\$2.70	\$3.33	\$5.25
Average Overall Market	\$3.78	\$4.74	\$5.24	\$3.20	\$4.25	\$5.04	\$2.46	\$3.06	\$3.68
<u>TOWN DOCKS</u>									
Current Rates	\$3.34	\$3.72	\$4.02	\$2.31	\$2.55	\$2.78	\$1.13	\$1.32	\$1.47
<u>Comparison to Average Rates</u>									
Fort Lauderdale Market	(\$0.48)	(\$1.18)	(\$1.34)	(\$1.04)	(\$1.95)	(\$2.22)	(\$1.25)	(\$1.65)	(\$1.90)
West Palm Beach Market	(\$0.31)	(\$0.56)	(\$0.91)	(\$0.46)	(\$0.95)	(\$2.47)	(\$1.57)	(\$2.01)	(\$3.78)
Overall Market	(\$0.44)	(\$1.02)	(\$1.22)	(\$0.89)	(\$1.70)	(\$2.26)	(\$1.33)	(\$1.74)	(\$2.21)
<u>Proposed Rebuilt Opening Rates</u>	\$3.95	\$4.95	\$5.95	\$3.35	\$4.35	\$5.50	\$3.25	\$4.25	\$5.25
<u>Percentage Change From Current Rate</u>	18.3%	33.1%	48.0%	45.0%	70.6%	97.8%	187.6%	222.0%	257.1%

It should be noted that current rates charged by the “Town Docks” are below comparable dockage rates for facilities accommodating the same market segment. Although there most likely will be resistance to charging the proposed rates when the marina is rebuilt the Town administrators must take into consideration the investment being made in the new marina and the level of services being provided. MMS believes even though “Town Docks” is a municipally owned and operated marina the marina should be a self sustaining operation similar to any privately owned and operated business and is entitled to a fair return on their investment with any excess funds received out of the operation can then be channeled to other community uses.

Appendix D

REG Architects Architectural Renderings

Baird.



PROPOSED PALM BEACH DOCKS RENOVATION
AERIAL VIEW

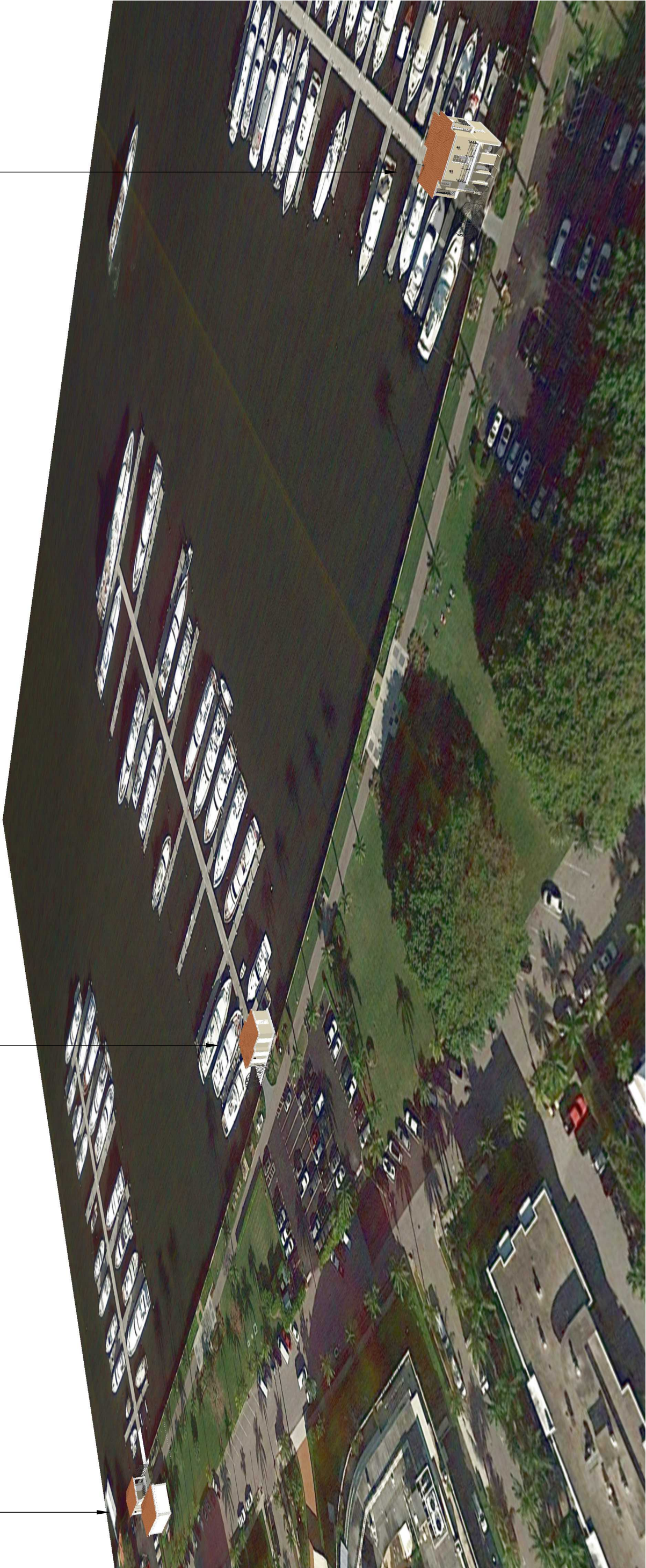


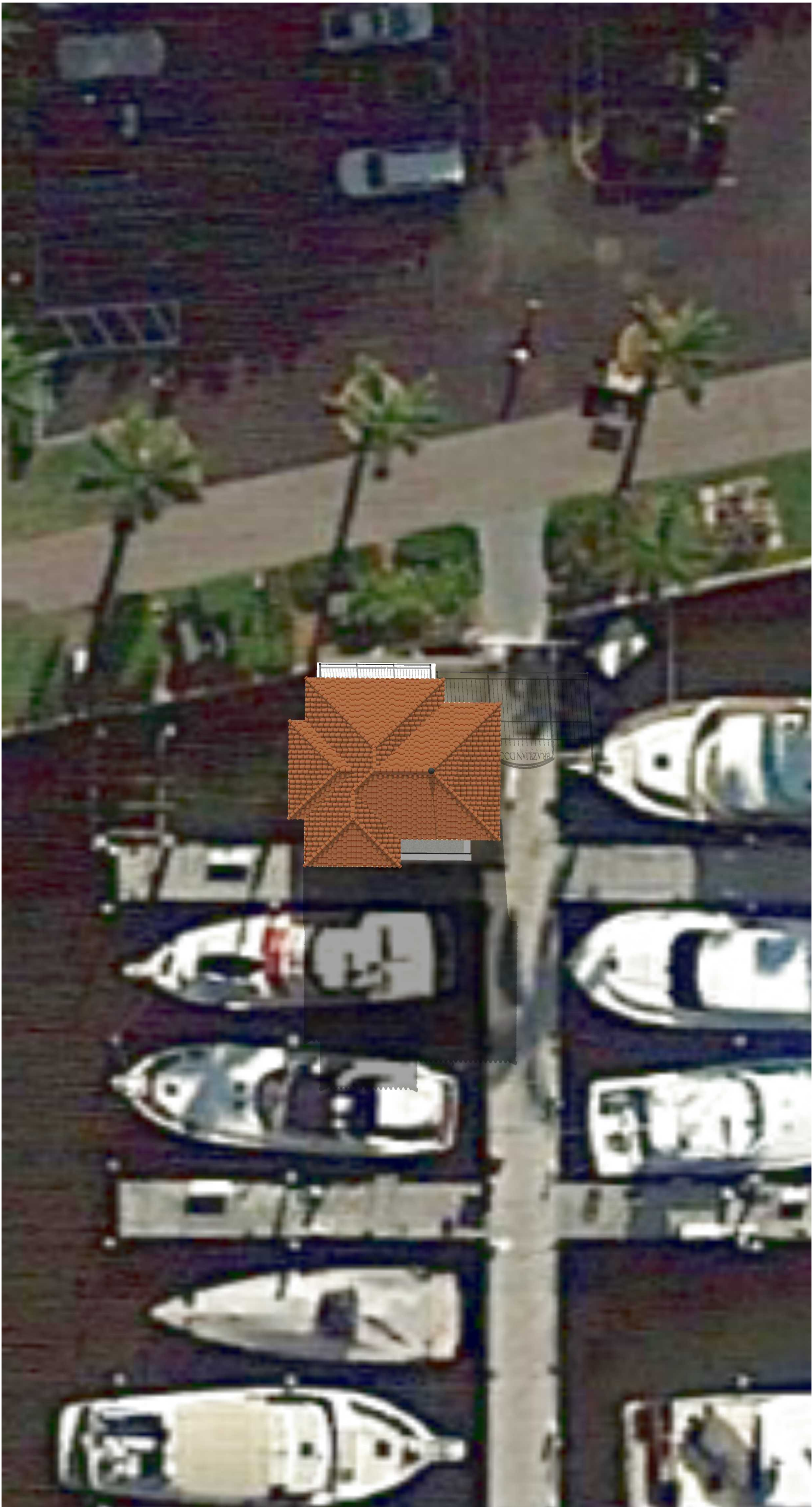
02/26/18
DRAFT

• SOUTH
PERUVIAN DOCK

• MIDDLE
AUSTRALIAN DOCK

• NORTH
BRAZILIAN DOCK

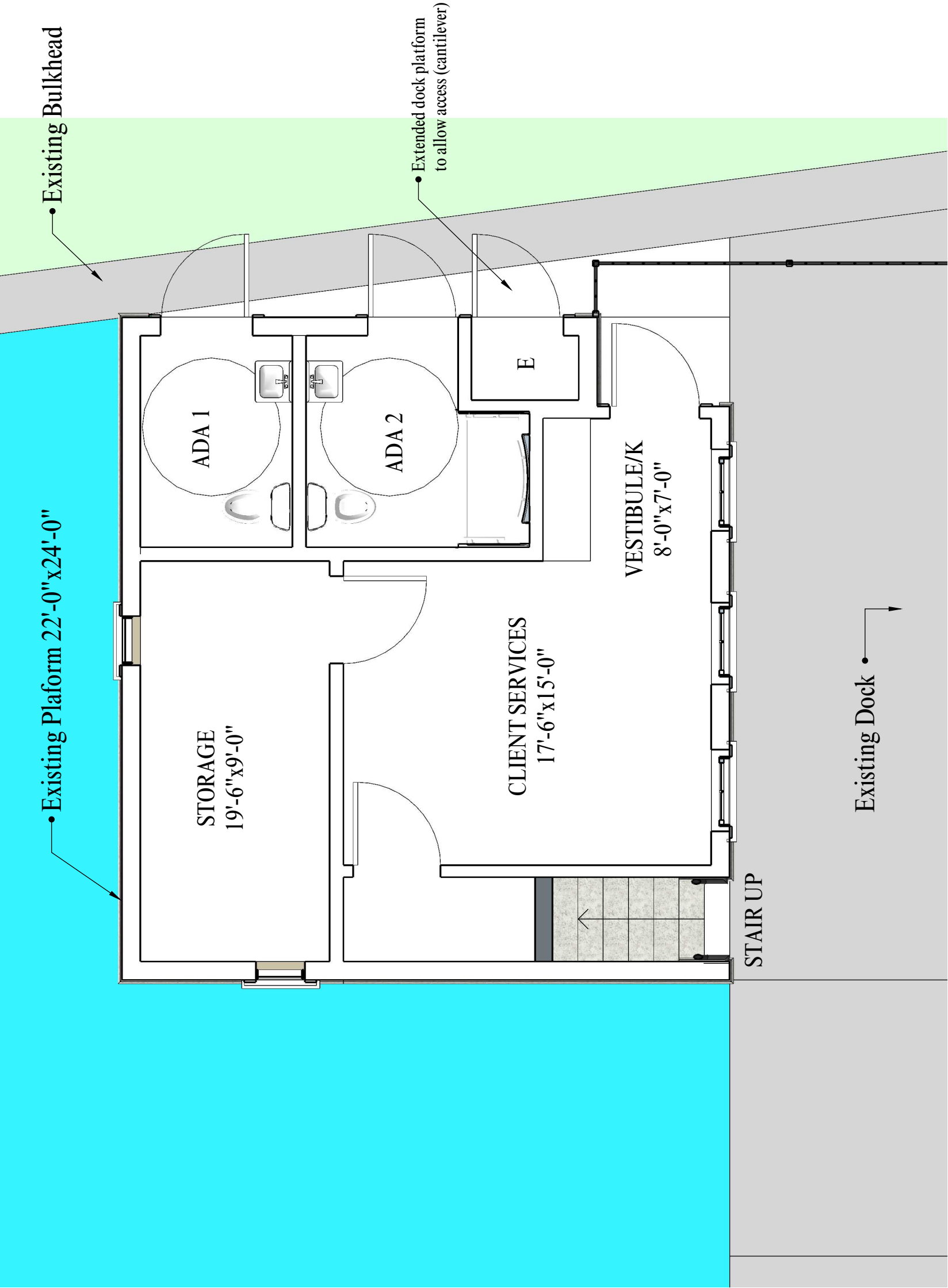




PROPOSED BRAZILIAN DOCK
ROOF PLAN

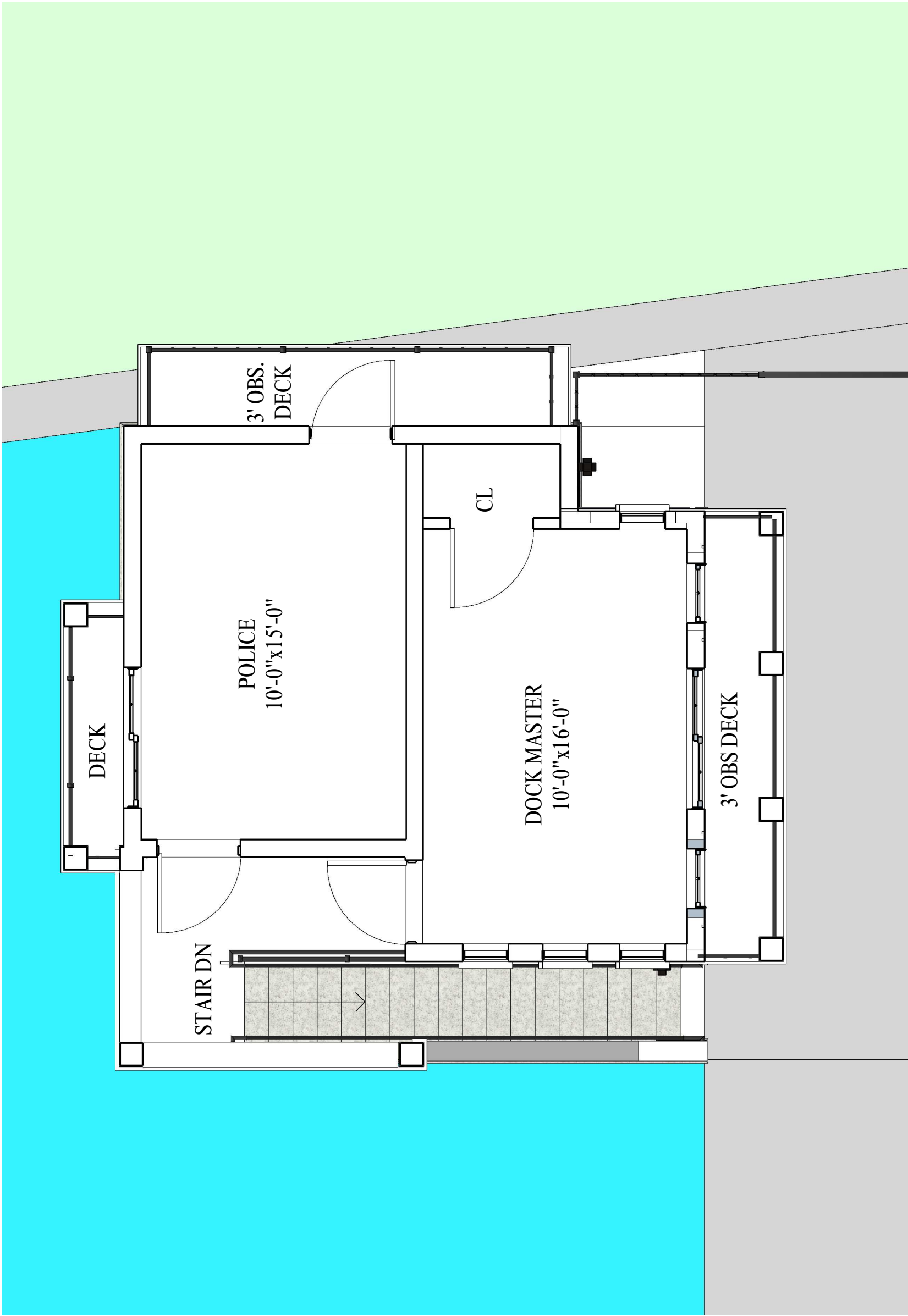
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02/26/18
DRAFT

PROPOSED BRAZILIAN DOCK
FIRST FLOOR PLAN 1/4"=1'



PROPOSED BRAZILIAN DOCK
SECOND FLOOR PLAN 1/4"=1'



02/26/18
DRAFT



PROPOSED BRAZILIAN DOCK
SOUTH VIEW



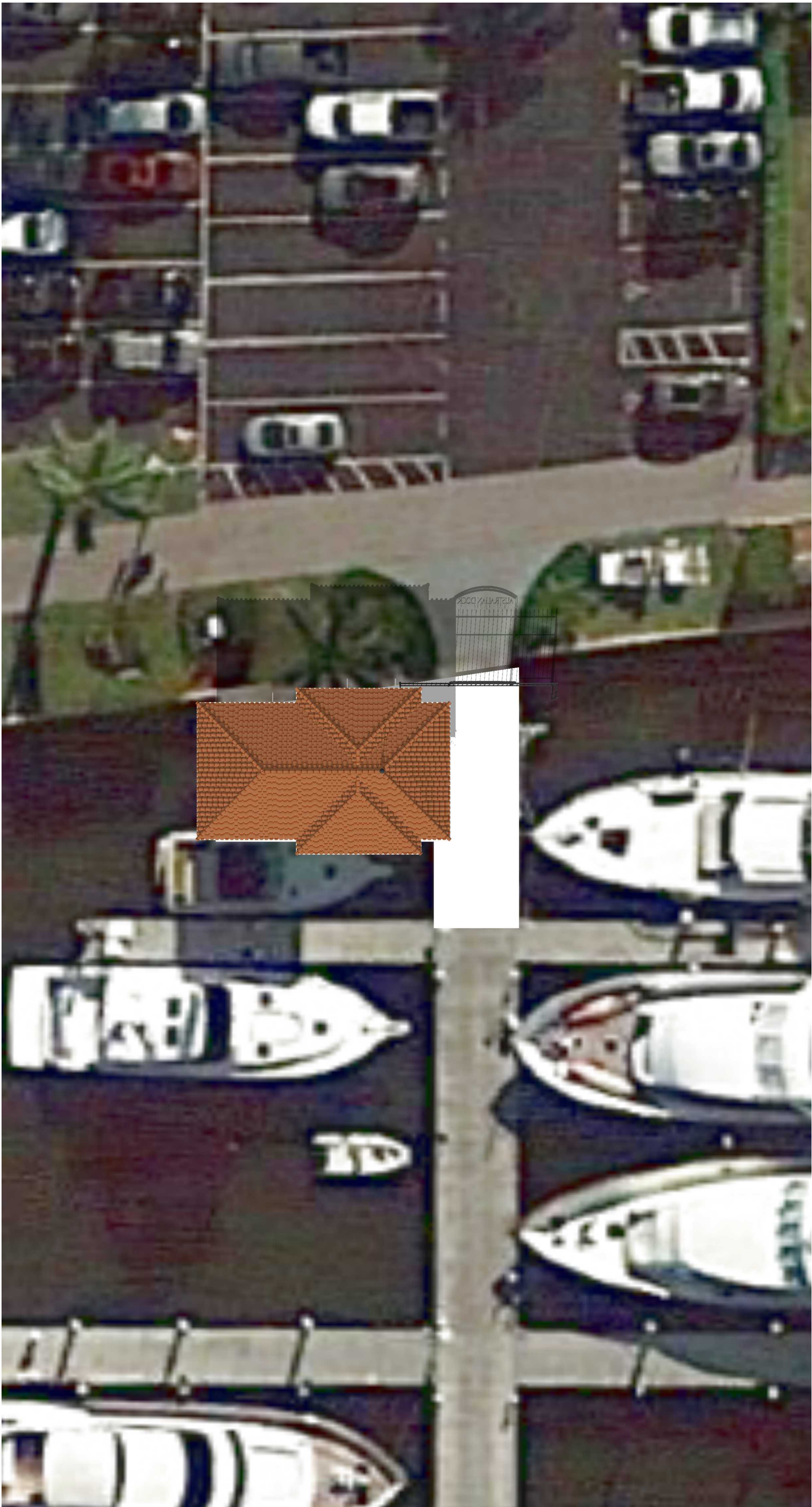
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PROPOSED BRAZILIAN DOCK
NORTHWEST VIEW



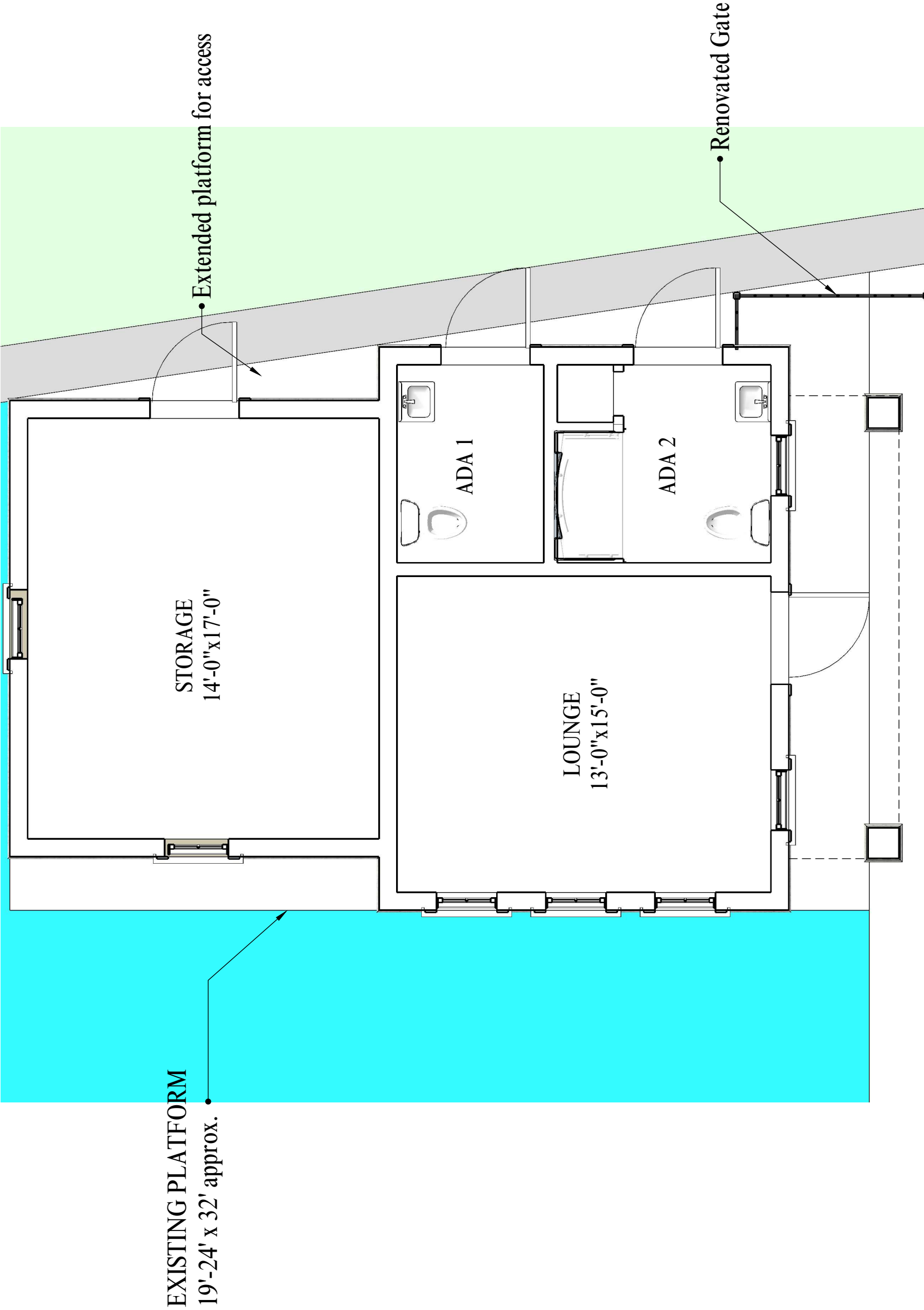
02/26/18
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PROPOSED AUSTRALIAN DOCK
ROOF PLAN

02/26/18
DRAFT





PROPOSED AUSTRALIAN DOCK
FLOOR PLAN 1/4"=1'

02/26/18
DRAFT





PROPOSED AUSTRALIAN DOCK
SOUTHEAST VIEW

02/26/18
DRAFT



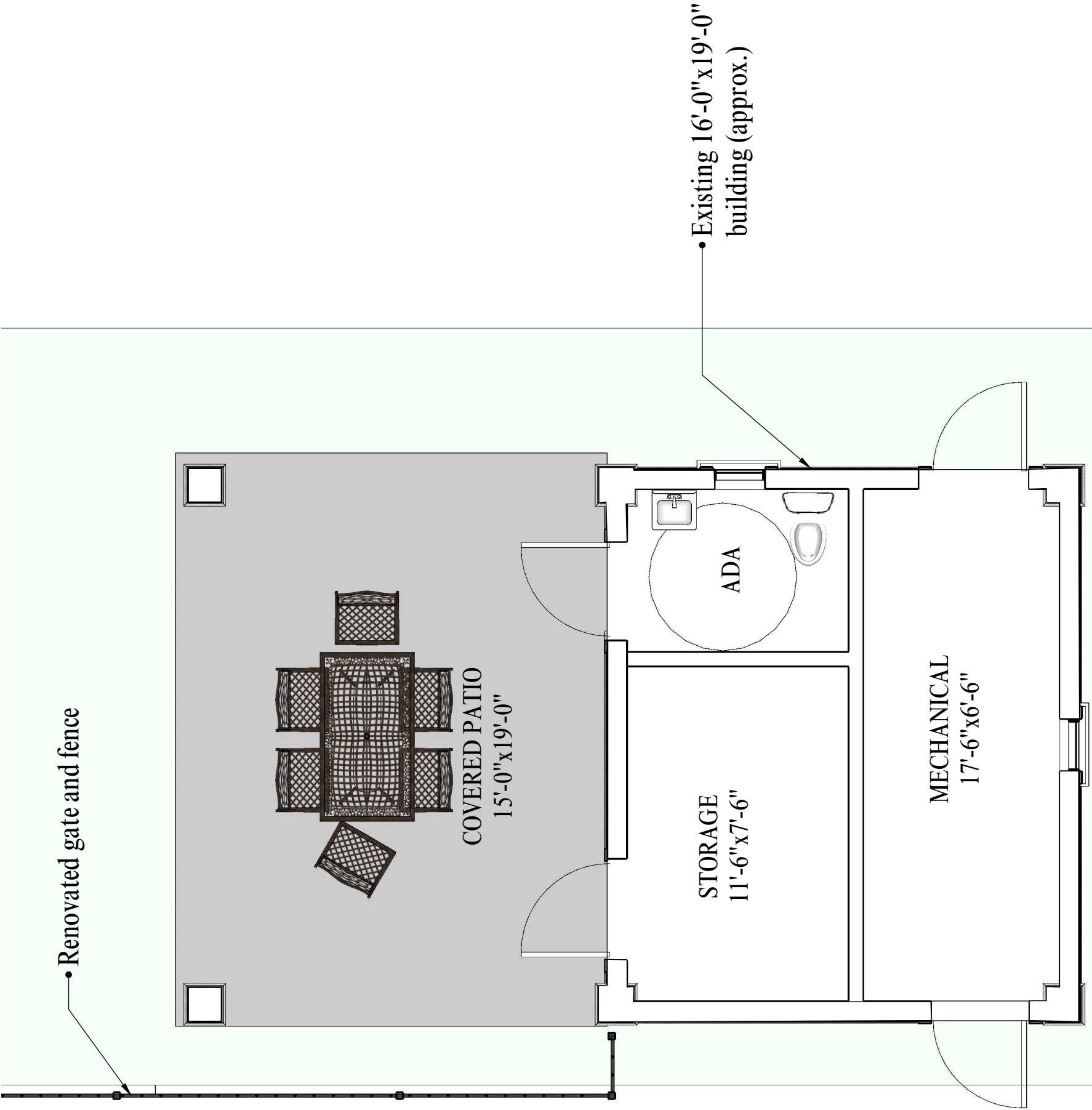
• EXISTING BUILDING (STYLE REFERENCE)



PROPOSED RENOVATION PALM BEACH DOCKS
PERUVIAN DOCK ROOF PLAN

02/26/18
DRAFT





PROPOSED PERUVIAN DOCK
FLOOR PLAN 1/4"=1'

02/26/18
DRAFT





PROPOSED PERUVIAN DOCK
EAST VIEW



02/26/18
DRAFT



PROPOSED PERUVIANDOCK
NORTH VIEW



02/26/18
DRAFT

Appendix E

2018 Town of Palm Beach Docks Fee Schedule

Baird.



Town of Palm Beach Docks Fee Schedule

Rates include "per foot" and "total fee"

Fees listed do not include sales tax.

Annual Leases

Annual Lease (December 1 - November 30)					
Slip Size	Per Foot	Sub Total	Utility Fee		Total
50	\$ 1.11	\$ 20,257.50	2%	\$ 405.15	\$ 20,662.65
60	\$ 1.11	\$ 24,309.00	2%	\$ 486.18	\$ 24,795.18
80	\$ 1.18	\$ 34,456.00	2%	\$ 689.12	\$ 35,145.12
100	\$ 1.22	\$ 44,530.00	2%	\$ 890.60	\$ 45,420.60
110	\$ 1.22	\$ 48,983.00	2%	\$ 979.66	\$ 49,962.66
120 single phase	\$ 1.26	\$ 55,188.00	2%	\$ 1,103.76	\$ 56,291.76
120 three phase	\$ 1.35	\$ 59,130.00	2%	\$ 1,182.60	\$ 60,312.60
130 single phase	\$ 1.26	\$ 59,787.00	2%	\$ 1,195.74	\$ 60,982.74
130 three phase	\$ 1.35	\$ 64,057.50	2%	\$ 1,281.15	\$ 65,338.65
150	\$ 1.40	\$ 76,650.00	2%	\$ 1,533.00	\$ 78,183.00
160	\$ 1.40	\$ 81,760.00	2%	\$ 1,635.20	\$ 83,395.20
172	\$ 1.42	\$ 89,147.60	3%	\$ 2,674.43	\$ 91,822.03
262	\$ 1.47	\$ 140,576.10	4%	\$ 5,623.04	\$ 146,199.14

Fees for additional cord for shore power	
100 amp single phase	\$.25 per foot/day
100 amp three phase	\$.40 per foot/day
200 amp three phase	\$.70 per foot/day



Town of Palm Beach Docks Fee Schedule

Rates include "per foot" and "total fee"

Fees listed do not include sales tax.

Daily Transient Fees

Winter (October 1 - May 31)			Summer (June 1 - September 30)		
Slip Size	Per Foot	Total	Slip Size	Per Foot	Total
50	\$ 3.33	\$ 166.50	50	\$ 1.76	\$ 88.00
60	\$ 3.33	\$ 199.80	60	\$ 1.76	\$ 105.60
80	\$ 3.35	\$ 268.00	80	\$ 1.91	\$ 152.80
100	\$ 3.48	\$ 348.00	100	\$ 1.98	\$ 198.00
110	\$ 3.48	\$ 382.80	110	\$ 1.98	\$ 217.80
120	\$ 3.75	\$ 450.00	120	\$ 2.12	\$ 254.40
130	\$ 3.75	\$ 487.50	130	\$ 2.12	\$ 275.60
150	\$ 3.83	\$ 574.50	150	\$ 2.18	\$ 327.00
160	\$ 3.83	\$ 612.80	160	\$ 2.18	\$ 348.80
172	\$ 3.90	\$ 670.80	172	\$ 2.19	\$ 376.68
262	\$ 4.02	\$ 1,053.24	262	\$ 2.26	\$ 592.12

Monthly Transient Fees

Winter (October 1 - May 31)			Summer (June 1 - September 30)		
Slip Size	Per Foot	Total	Slip Size	Per Foot	Total
50	\$ 2.29	\$ 3,435.00	50	\$ 1.46	\$ 2,190.00
60	\$ 2.29	\$ 4,122.00	60	\$ 1.46	\$ 2,628.00
80	\$ 2.34	\$ 5,616.00	80	\$ 1.48	\$ 3,552.00
100	\$ 2.42	\$ 7,260.00	100	\$ 1.55	\$ 4,650.00
110	\$ 2.42	\$ 7,986.00	110	\$ 1.55	\$ 5,115.00
120	\$ 2.55	\$ 9,180.00	120	\$ 1.66	\$ 5,976.00
130	\$ 2.55	\$ 9,945.00	130	\$ 1.66	\$ 6,474.00
150	\$ 2.62	\$ 11,790.00	150	\$ 1.70	\$ 7,650.00
160	\$ 2.62	\$ 12,576.00	160	\$ 1.70	\$ 8,160.00
172	\$ 2.68	\$ 13,828.80	172	\$ 1.71	\$ 8,823.60
262	\$ 2.78	\$ 21,850.80	262	\$ 1.79	\$ 14,069.40

Utility Fees			
50 amp	\$10 per day / per cord	100 amp three phase	\$50 per day / per cord
100 amp single phase	\$20 per day/per cord	200 amp three phase 480V	\$150 per day/per cord

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Authorization to Issue RFQ for Design Consultant Services –
Town Docks Replacement Project

DATE: March 22, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council authorize the issuance of a Request for Qualifications (RFQ) to obtain design consultant services for the Town Docks Replacement project.

GENERAL INFORMATION

The draft Master Plan for the Town Docks has been prepared by W.F. Baird & Associates as awarded by Resolution No. 162-2017 on September 19, 2017. That draft Master Plan is being presented at a Special Recreation Advisory Commission (RAC) meeting on April 4, 2018 and to the Town Council at their April 10, 2018 meeting. Pending input and comments from the RAC, the public and the Town Council, the final Master Plan is anticipated to be presented at the May 8, 2018 Town Council meeting.

The environmental permitting process is anticipated to be challenging and time-consuming and should be closely coordinated with the preliminary design work for the project. For that reason and due to the desire to begin construction in 2019, the selection of a design consultant is recommended to be done as soon as possible. The design consultant services will follow the established Consultants Competitive Negotiation Act (CCNA) process, since the design involves professional engineering services. The project delivery method has not yet been chosen, so the recommendation by Town staff is to structure the RFQ to allow for the permitting and preliminary (30%) design to be accomplished, and if a final design is required that could be negotiated at a future date.

In order to expedite the process as much as possible, the approval of a Selection Committee to review and rank the RFQ submittals is also requested at this time. It is recommended that the following individuals be included on that committee:

- Jay Boodheshwar, Deputy Town Manager
- Paul Brazil, P.E., Director of Public Works (non-voting)
- Beth Zickar, Recreation Director (non-voting)
- Jane Le Clainche, Finance Director
- Jason Debrincat, Senior Project Engineer
- Carlos Vidueira
- Bobbie Lindsey (non-voting)
- Eric Brown, Assistant Public Works Director
- Mike Horn, Town Dockmaster

Upon receipt of the RFQ submittals, the Selection Committee will review and rank them, with a future recommendation for the Town Council to ratify that selection and allow for negotiations with the selected firm.

FUNDING/FISCAL IMPACT

The funding for these design consultant services will be provided from the Recreation Enterprise Fund (Capital Program) and that approval will be sought from the Town Council at a future date.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This item has been reviewed and approved by the Town Attorney for legal form and sufficiency.

cc: Jay Boodheshwar, Deputy Town Manger
Beth Zickar, Recreation Director
Jane La Clainche, Finance Director
Eric Brown, P.E., Assistant Director of Public Works
Mike Horn, Town Dockmaster
Jason Debrincat, Senior Project Engineer
Dean Mealy, Purchasing Manager

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Regular Agenda - New Business

Agenda Title

Comprehensive Annual Financial Report Fiscal Year Ended September 30, 2017.

Presenter

Jane Le Clainche, Director of Finance

ATTACHMENTS:

- ▣ **Memorandum Dated March 30, 2018, from Jane Le Clainche, Director of Finance**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2017

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Jane Le Clainche, Director of Finance

Re: Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ended September 30, 2017

Date: March 30, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council accept the Comprehensive Annual Financial Report for fiscal year ended September 30, 2017.

GENERAL INFORMATION

A copy of the Town of Palm Beach Comprehensive Annual Financial Report (CAFR) for fiscal year ended September 30, 2017, completed in accordance with Section 11.45 of the Florida Statutes, is being provided to each of you under separate cover and can be viewed on the Town's website at www.townofpalmbeach.com under the "Government" tab, by clicking on Departments/Finance Department/Financial Reports.

This document serves as the required annual audit of the Town of Palm Beach. It exceeds the minimum requirements for an annual audit, providing information which staff expects will qualify the Town to receive the Government Finance Officers' Association Certificate of Achievement for Excellence in Financial Reporting for the 30th consecutive year.

The completed CAFR will be forwarded to the Auditor General's Office once it is approved, to satisfy the statutory requirements.

The final reported General Fund unassigned fund balance for fiscal year ended September 30, 2017, is \$17,716,419. This amount represents 26.76% of the FY18 operating expenditure budget (total budget less CIP, coastal transfer and extraordinary retirement transfer), and exceeds the 25% minimum by \$1,165,947.

N. Ronald Bennett CPA, with the firm of Nowlen, Holt & Miner, P.A., will make a brief presentation regarding the audit results for FY2017 at the Town Council meeting.

Attachment

jls

cc: Department Directors
John C. Randolph, Town Attorney
Jay Boodheshwar, Deputy Town Manager

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Regular Agenda - New Business

Agenda Title

Request for Authorization to Study a Possible Zoning Text Amendment to Change the Off-Street Parking Requirements for Private Social, Swimming, Golf, Tennis and Yacht Clubs

Presenter

Julie Araskog, Town Council Member

ATTACHMENTS:

- ▣ **Memorandum Dated March 30, 2018 From Paul Castro**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Paul Castro, Acting Director of Planning, Zoning and Building

Re: Request for Authorization to Study a Possible Zoning Text Amendment to Change the Off-Street Parking Requirements for Private Social, Swimming, Golf, Tennis and Yacht Clubs

Date: March 30, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council consider authorizing the Planning and Zoning Commission to study the potential amendment of the Town Code of Ordinances, relative to the off-street parking requirement for private clubs.

GENERAL INFORMATION

As requested by Council member Julie Araskog, Staff is seeking consideration by the Town Council to authorize the Planning and Zoning Commission to study the off-street parking requirement for private social, swimming, golf, tennis and yacht clubs. Parking requirements in the Code are intended to be the minimum amount of parking necessary during peak use. The Zoning Code requirement is currently one parking space for every four members. Clubs sometimes have special events, fundraisers, member events and parties that generate the need for more off-street parking during those times. Therefore, it is requested that Staff look at this issue with the Planning and Zoning Commission to determine if that off-street parking requirement should be modified.

cc: Jay Boodheshwar, Deputy Town Manager
zf

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Regular Agenda - New Business

Agenda Title

Proposed Amendment to the Town Code relating to the Administrative and Personnel Committee Hearing Process.

Presenter

Danielle Olson, Director of Human Resources

ATTACHMENTS:

- ▣ **Memorandum dated March 30, 2018, from Danielle Olson, Director of Human Resources**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Danielle Olson, Director of Human Resources

Re: Proposed Amendment to the Town Code relating to the Administrative and Personnel Committee Hearing Process

Date: March 30, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council review the recommendations contained herein and provide direction on amendments to the Town Code relating to the Administrative and Personnel Committee Hearing Process.

GENERAL INFORMATION

The Administrative and Personnel Committee (APC) recently met to hear appeals of employee disciplinary actions and provide recommendations to the Town Council for the same. Based on feedback received from members of the APC, and upon consultation with John C. Randolph, Town Attorney, staff proposes elimination of the APC and replacing it with a Special Master. This amendment continues to satisfy the due process rights provided to public sector employees, in addition to providing an expeditious and efficient disciplinary appeal process. This will require an amendment to the Town code, which staff will prepare for your consideration at the next Town Council meeting.

FUNDING/FISCAL IMPACT

There should be no fiscal impact resulting from this change. Currently the Town employs outside counsel to represent the APC during the hearing. Based on hearings recently held, costs per hearing are estimated at \$12,000. Costs for employing a Special Master may be similar, unless the Special Master is able to reduce the overall duration of the hearing and thereby reducing the hours of work per hearing.

DO

cc: John C. Randolph, Town Attorney

TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Ordinances - Second Reading

Agenda Title

ORDINANCE NO. 05-2018 An Ordinance of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Amending Chapter 18, Buildings and Building Regulation, of the Town Code of Ordinances at Section 18-112 of Article II, Division 5, Prohibition on Demolition, to Provide for a Prohibition of Demolition of Structures During the Period of the Year Commencing on the Monday Prior to Thanksgiving of Each Year and Ending on March 31 of the Following Year, Including Good Friday; Providing for Severability; Providing for Repeal of Ordinances in Conflict; Providing for Codification; Providing an Effective Date.

Presenter

Jay Boodheshwar, Deputy Town Manager

ATTACHMENTS:

- ▣ **Ordinance No. 5-2018**

ORDINANCE NO. 05-2018

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, OF THE TOWN CODE OF ORDINANCES AT SECTION 18-112 OF ARTICLE II, DIVISION 5, PROHIBITION ON DEMOLITION TO PROVIDE FOR A PROHIBITION OF DEMOLITION OF STRUCTURES DURING THE PERIOD OF THE YEAR COMMENCING ON THE MONDAY PRIOR TO THANKSGIVING OF EACH YEAR AND ENDING MARCH 31 OF THE FOLLOWING YEAR, INCLUDING GOOD FRIDAY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Chapter 18 of the Town Code of Ordinances titled Buildings and Building Regulations is hereby amended at Section 18-112 of Article II, Division 5, Prohibition on Demolition, as follows:

"Sec. 18-112. - Prohibition on demolition.

During the period of the year commencing on the Monday prior to Thanksgiving of each year and ending March 31 of the following year, including Good Friday, demolition of structures shall be prohibited and no permits for demolition of structures shall be issued by the Town during said periods. Demolitions of the interiors of structures are not prohibited during this time provided the demolition and the removal of debris from said demolition is completed in three days or less. Exceptions may be allowed by the Town Council for the demolition of accessory structures, when demolition shall be determined by the Town Council not to create a nuisance to surrounding properties, or in circumstances determined an emergency by the Town Council. In the event of an application for waiver to this prohibition on demolition, notice shall be filed with the Town

at least 45 days prior to the Town Council meeting at which such application is to be considered and notice shall be given to all property owners as listed with the property appraiser's office within 300 feet of the property lines on which the demolition is proposed to occur."

Section 2. 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 3. 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 4. Codification.

This Ordinance shall be codified and made a part of the official Code of Ordinances of the Town of Palm Beach.

Section 5. 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 20th day of March, 2018, and for second and final reading on this 10th day of April, 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S.W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member

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TOWN OF PALM BEACH

Town Council Meeting on: April 10, 2018

Section of Agenda

Ordinances - First Reading

Agenda Title

ORDINANCE NO. 06-2018 An Ordinance of The Town Council of The Town of Palm Beach, Palm Beach County, Florida, Amending Chapter 82 of The Town Code of Ordinances Relating To Personnel, At Article II, Employee Benefits, Division 2, Retirement System; Amending Subdivision I, In General, By Amending Section 82-53, Membership; Termination of Membership; Providing For Severability; Providing For Repeal of Ordinances In Conflict; Providing For Codification; Providing An Effective Date.

Presenter

Danielle Olson, Director of Human Resources

ATTACHMENTS:

- ▣ **Memorandum dated March 30, 2018, from Danielle Olson, Director of Human Resources**
- ▣ **Ordinance No. 06-2018**

TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Danielle Olson, Director of Human Resources

Re: **Ordinance No. 06-2018** - Amendment of Chapter 82 of the Town Code of Ordinances Relating to Personnel, Article II, Employee Benefits, Division 2, Retirement System, Eligibility of Hours Worked

Date: March 30, 2018

STAFF RECOMMENDATION

Staff recommends approval of the first reading of Ordinance 06-2018 amending Chapter 82 of Town Code of Ordinances relating to increasing the minimum hours of work per week required for membership in the retirement plan.

GENERAL INFORMATION

Pursuant to the proposal presented to Town Council during the Comprehensive Review of Town Operations meeting held on March 5, 2018, the amendments presented herein change the minimum hours worked per fiscal year for retirement plan eligibility from 20 to 35, excluding employees in Fire Rescue covered by a collective bargaining agreement.

FUNDING/FISCAL IMPACT

There should be no fiscal impact resulting from this change; however, improved operational services are achieved by having the ability to increase work hours of part-time staff without incurring additional expense of retirement benefits (\$18,355 per FTE in FY18)

DO

cc: John C. Randolph, Town Attorney

ORDINANCE NO. 06-2018

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING CHAPTER 82 OF THE TOWN CODE OF ORDINANCES RELATING TO PERSONNEL, AT ARTICLE II, EMPLOYEE BENEFITS, DIVISION 2, RETIREMENT SYSTEM; AMENDING SUBDIVISION I, IN GENERAL, BY AMENDING SECTION 82-53, MEMBERSHIP; TERMINATION OF MEMBERSHIP; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Palm Beach Retirement Plan has for many years required part-time employees in positions that customarily require 20 or more hours of work in a week to contribute to and participate in the Retirement Plan; and

WHEREAS, the Town has determined that it would be beneficial to increase the minimum hours of work per week required for membership in the Retirement Plan to 35; and

WHEREAS, this change is subject to collective bargaining for those Town employees included in a bargaining unit represented by Professional Firefighters/Paramedics Palm Beach County, Local 2928;

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The Code of Ordinances of the Town of Palm Beach is hereby amended at Chapter 82, Personnel; Article II, Employee Benefits; Division 2, Retirement System; Subdivision I, In General; by amending Section 82-53 to read as follows:

Sec. 82-53. - Membership; termination of membership.

(a) An individual who is employed by the town for personal service in a membership position shall be a member of the retirement system. A membership position is a position normally requiring ~~1,850~~^{1,040} or more hours of work in a fiscal year, except as provided in subsection (b) of this section.

(b) The following types of employment are not membership positions:

- (1) Employment compensated on a contractual or a fee basis.
- (2) Employment while also a retirant.

(3) Employment in a position customarily requiring not more than ~~3520~~ hours of work in a week; provided, employees in a bargaining unit represented by Professional Firefighters/Paramedics Palm Beach County, Local 2928, employed in a position customarily requiring not more than 20 hours of work in a week shall continue to be excluded from membership until the bargaining unit representative agrees to change the hours of work requirement.

(4) Employment in a position customarily requiring not more than five months of work in a fiscal year.

(c) A member who ceases to be employed in a membership position shall thereupon cease to be a member.

Section 2. 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 3. 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 4. Codification.

This Ordinance shall be codified and made a part of the official Code of Ordinances of the Town of Palm Beach.

Section 5. 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 10th day of April, 2018 and for second and final reading on this _____ day of _____, 2018.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

ATTEST:

Julie Araskog, Town Council Member

Kathleen Dominguez, Town Clerk

Lewis S.W. Crampton, Town Council Member

Bobbie Lindsay, Town Council Member