



**VIRTUAL VILLAGE COUNCIL AGENDA  
REGULAR MEETING  
226 Cypress Lane, Palm Springs, Florida 33461  
Thursday, September 10, 2020 at 6:30 PM**

**Participants can use their telephone or computer mic & speakers (VoIP).  
United States**

**+1 (415) 930-5321      Access Code #543-627-678**

**Registration URL:**

**<https://attendee.gotowebinar.com/register/1190697834698840587>**

**Webinar ID #447-335-595**

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*Persons who need an accommodation in order to attend or participate in this meeting should contact the Village Clerk at (561) 965-4010 at least three (3) business days prior to the meeting in order to request such assistance.*

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- 1. CALL TO ORDER**
- 2. ROLL CALL** *Mayor Bev Smith, Vice Mayor Patti Waller, Mayor Pro Tem Gary Ready, Council Member Doug Gunther, Council Member Joni Brinkman, Village Attorney Glen Torcivia, Village Manager Richard Reade and Village Clerk Kimberly Wynn*
- 3. INVOCATION**
- 4. PLEDGE OF ALLEGIANCE**
- 5. ADDITIONS, DELETIONS, OR MODIFICATIONS, AND APPROVAL OF AGENDA**
- 6. CONSENT AGENDA** *(Public Comment on Consent Agenda Items is permissible prior to voting)*
  - 6.1 Approve Property Improvement Program (PIP) Matching Grant Awards - 113 San Juan Drive, 1767 Richard Lane, 224 Tam O'Shanter Drive and 543 Springdale Circle
    1. [Property Improvement Grant Agreement - 113 San Juan Drive](#)
    2. [113 San Juan Drive - Before and After Photos](#)
    3. [Property Improvement Grant Agreement - 1767 Richard Lane](#)
    4. [1767 Richard Lane - Before and After Photos](#)
    5. [Property Improvement Grant Agreement - 224 Tam O'Shanter Drive](#)

6. 224 Tam O Shanter Drive - Before and After Photos

7. Property Improvement Grant Agreement - 543 Springdale Circle

8. 543 Springdale Circle - Before and After Photos

6.2 Approve Firm Rankings & Authorize Agreement for Professional Services - RFP No. 2020R-001 - Palm Springs CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan (FY 2020 Budget Funded)

1. Village of Palm Springs - Proposed Agreement for Professional Services - CRA Community Redevelopment Plan Modification & Economic Development Strategic Plan

2. Exhibit "A" - RFP #2020R-001 - Proposal - KCI Technologies Inc.

3. Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001 - Evaluation Committee Scoring Recommendation Memo

4. Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001 - Selection Committee Recommendation - Final

5. Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001 - Selection Committee Recommendation - Shortlist

6. Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001 - E-Bid Responses - June 5, 2020

7. Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001

8. Village of Palm Springs - CRA Community Redevelopment Plan Modification & Economic Development Strategic Plan - RFP #2020R-001 - Evaluation Committee Members

6.3 Resolution No. 2020-28 - Approve Budget Transfer - FY 2020 General Fund - Contingency

1. Proposed Resolution No. 2020-28 Budget (Transfer) Amendment

2. Proposed Budget Transfer - FY 2020 General Fund - Contingency

#### **END OF CONSENT AGENDA**

|        |        |                |
|--------|--------|----------------|
| Motion | Second | Roll Call Vote |
|--------|--------|----------------|

## **7. PRESENTATIONS**

7.1 Hispanic Heritage Month Proclamation 2020

Present this year's Hispanic Heritage Month Proclamation to Radio Fiesta for their partnership with the Village Library and their service during Stay Home, Stay Safe Fourth of July Celebration by providing the Village Parks and Recreation Department with music during the fireworks which were presented through social media.

1. Proclamation - Hispanic Heritage Month 2020



8. **PUBLIC COMMENT** *The public shall be limited to three (3) minutes to speak on agenda or non-agenda item(s)*

9. **PUBLIC HEARINGS**

- 9.1 Ordinance No. 2020-28 - Village Code Amendment - Chapter 2 - Administration  
(Second Reading)

|        |        |                |
|--------|--------|----------------|
| Motion | Second | Roll Call Vote |
|--------|--------|----------------|

1. [Proposed Ordinance No. 2020-28 - Chapter 2 Administration - Amendment](#)

- 9.2 Ordinance No. 2020-15 - Village Code Amendment - Utility Rates

|        |        |                |
|--------|--------|----------------|
| Motion | Second | Roll Call Vote |
|--------|--------|----------------|

1. [Proposed Ordinance No. 2020-15 - Adopt Utility Rates - FY 2021 to FY 2024.pdf](#)  
2. [2020 Utility Rate Study.pdf](#)  
3. [2020 Utility Rate Study - August 2020 Workshop Presentation.pdf](#)

- 9.3 Ordinance No. 2020-14 - Establish FY 2020-2021 Millage Rates - Operating & Debt Service (*FIRST READING*)

|        |        |                |
|--------|--------|----------------|
| Motion | Second | Roll Call Vote |
|--------|--------|----------------|

1. [Proposed Ordinance 2020-14 - Establish FY 2021 Millage Rates - Operating & Debt Service](#)  
2. [Form DR-420 - Certification of Taxable Value](#)  
3. [Form DR-420MMP - Maximum Millage Levy Calculation](#)  
4. [Form DR- 420TIF - Certification of Palm Springs Community Redevelopment Agency \(CRA\) Taxable Increment Value](#)  
5. [Form DR-420Debt - Certification of Voted](#)

- 9.4 Ordinance No. 2020-13 - Adopt FY 2020 / 2021 Budget (*FIRST READING*)

|        |        |                |
|--------|--------|----------------|
| Motion | Second | Roll Call Vote |
|--------|--------|----------------|

1. [Proposed Ordinance No. 2020-13 - FY 2020 Budget](#)  
2. [Proposed FY 2020 Budget Message from the Village Manager](#)  
3. [Proposed FY 2020-2021 Budget Summary Advertisement](#)  
4. [Village of Palm Springs - Full Organizational Chart](#)

- 9.5 Ordinance No. 2020-27 - Village of Palm Springs General Employees Pension Fund  
(*SECOND READING*)

|        |        |                |
|--------|--------|----------------|
| Motion | Second | Roll Call Vote |
|--------|--------|----------------|

1. Village Attorney Letter - Request to Reconsider Pension Ordinance No. 2020-10 - August 2020
2. Village Attorney Opinion - Pension Ordinance Properly Added to Agenda - June 2020
3. Proposed Ordinance No. 2020-27 General Employees Pension Plan Board Composition
4. Approved Ordinances No. 2020-10 - General Employee Pension (Board Composition) (Final Version)
5. E-mail from Plan's Attorney Regarding Approved Ordinance No. 2020-10 - June 2020
6. Previous Version (Prior to the Review by the Plan's Attorney) - Approved Ordinance No. 2020-10 - General Employee Pension (Board Composition)
7. E-mail from Pension Attorney - Removing Unchanged Procurement Language from Approved Ordinance No. 2020-10 (Following 1st Reading)
8. Final Actuarial Impact Statement - Freiman Little Actuaries
9. E-mail Requesting an Actuarial Impact Statement Regarding Ordinance No. 2020-10 - Sent to the Plan's Pension Administrator - June 2020
10. Approved Ordinance No. 2020-10 - General Employee Pension (Board Composition) - LW Herald Advertisement
11. E-mail Confirming Proposed Ordinance No. 2020-27 & Actuarial Impact Statement were Submitted to the State of Florida
12. E-mail Confirming Approved Ordinance No. 2020-10 has been Received by the State of Florida
13. E-mail Requesting Approved Ordinance No. 2020-10 & Actuarial Impact Statement be Submitted to the State of Florida
14. Approved Ordinance No. 2020-27 - General Employee Pension (Board Composition) - Palm Beach Post Advertisement

## **10. ACTIONS AND REPORTS**

- 10.1 Discussion - Proposed Village of Palm Springs Comprehensive Plan and Code Amendments - Draft Gulfstream Road Overlay
  1. Proposed Comprehensive Plan Amendments - Gulfstream Road Overlay
  2. Draft Ordinance - Land Development Regulations -Gulfstream Road Overlay
- 10.2 Fifth Amendment to Manager Employment Agreement  
Information will be provided before the Council Meeting

## **11. VILLAGE MANAGER COMMENTS**

## **12. VILLAGE COUNCIL COMMENTS**

## **13. ADJOURNMENT**

**Next Meeting - September 24, 2020  
@ 6:30 PM**

**END OF CONSENT AGENDA**

*If a person decides to appeal any decision made by this Council with respect to any matter considered at this meeting, he will need a record of the proceeding, and that for such purpose he may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*



**VIRTUAL VILLAGE  
COUNCIL MEETINGS**  
**Village Hall – Council Chambers**  
**226 Cypress Lane • Palm Springs, FL • 33461**

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Pursuant to Executive Order No. 20-69, as extended by Executive Order 20-112, Executive Order 20-123, Executive Order 20-139, and Executive Order 20-150 issued by the Office of Governor Ron Desantis, the Village of Palm Springs will be utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statute to conduct public meetings.

Generally, meetings will be held at the Village of Palm Springs - Village Hall located at 226 Cypress Lane, Palm Springs, Florida. A physical access point open to the public will be made available. In keeping with the Centers for Disease (CDC) and the Florida Department of Health guidelines on social distancing and limiting public gatherings to less than ten (10) persons, once a physical access point reaches capacity, another physical access point will be opened to the public. Please note, face coverings must be worn when you enter the building.

Interested persons may attend by joining the meeting from their computer, tablet or smartphone.

***First-time users will have to download the GoToWebinar (App) by using the following link: <https://support.goto.com/webinar/help/download>***

After the meeting, the audio recording will be available by contacting the Village Clerk.

If any person has technical difficulties using GoToMeeting before or during the meeting, please contact the Village Clerk, Kimberly Wynn immediately at (561) 434-5084 to report the issue.

Although attendees are in “listen-only mode” during the Village Meeting, the Village has developed new methods of ensuring your questions and comments are received. You may:

- a. Email the Village Clerk, Kimberly Wynn at [kwynn@vpsfl.org](mailto:kwynn@vpsfl.org). The Village Clerk will read your question(s) at the meeting. A recording of the meeting will be made available upon request.
- b. Persons may go to Village Hall to an available Physical Access Point to ask questions when announced.



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Planning, Zoning & Building

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### **ITEM 6.1:**

Approve Property Improvement Program (PIP) Matching Grant Awards - 113 San Juan Drive, 1767 Richard Lane, 224 Tam O'Shanter Drive and 543 Springdale Circle

### **SUMMARY:**

The Village's Property Improvement Program (PIP) Committee is recommending that four (4) grant awards be approved for property owners who have completed an improvement project to their property and have filed the necessary documentation to receive matching grant funding under this program:

- Owner/Resident: Jorge Flores
- Address: 113 San Juan Drive
- Project: Replaced asphalt shingles with three-dimensional shingles
- Eligible (Project) Cost(s): \$13,000.00
- Matching Grant Award: \$ 5,000.00
  
- Owner/Resident: Mark Kamin
- Address: 1767 Richard Lane
- Project: Replaced wood fence
- Eligible (Project) Cost(s): \$9,300.00
- Matching Grant Award: \$4,650.00
  
- Owner/Resident: Adrian Guerra
- Address: 224 Tam O'Shanter Drive
- Project: Replaced asphalt shingles on the roof
- Eligible (Project) Cost(s): \$16,685.57
- Matching Grant Award: \$ 5,000.00

- Owner/Resident: Dawn Helton
- Address: 543 Springdale Circle
- Project: Replaced wood cedar shake roof
- Eligible (Project) Cost(s): \$9,000.00
- Matching Grant Award: \$4,500.00

The PIP Selection Committee met on January 1, 2020, and March 19, 2020, and June 2, 2020, and recommended approval of the grant awards (up to 50% of \$5,000). If approved by the Village Council, the awardees will be mailed their check and may be acknowledged at a future Village Council meeting.

### **FISCAL IMPACT:**

Funding to support the proposed awards is available within the FY 2020 Budget - General Fund.

### **ATTACHMENTS:**

Property Improvement Grant Agreement - 113 San Juan Drive  
 113 San Juan Drive - Before and After Photos  
 Property Improvement Grant Agreement - 1767 Richard Lane  
 1767 Richard Lane - Before and After Photos  
 Property Improvement Grant Agreement - 224 Tam O'Shanter Drive  
 224 Tam O'Shanter Drive - Before and After Photos  
 Property Improvement Grant Agreement - 543 Springdale Circle  
 543 Springdale Circle - Before and After Photos



## Village of Palm Springs

### PROPERTY IMPROVEMENT GRANT AGREEMENT

THIS AGREEMENT is entered into this 15<sup>th</sup> day of June, 2020, by and between the VILLAGE OF PALM SPRINGS and Jorge Flores (Applicant).

WHEREAS, the Applicant has made application for a grant with the Village of Palm Springs under the Property Improvement Program for real property located at 113 San Juan Drive; and

WHEREAS, the Village of Palm Springs has approved said application.

IT IS HEREBY AGREED AS FOLLOWS:

- 1) Applicant agrees to rehabilitate the rehabilitate the existing roof with a new modified roofing system or other property elements consistent with the application submitted to the Village, which is attached to the Agreement as Exhibit "A".
- 2) In consideration of same and upon satisfactory completion and submittal of appropriate receipts, as determined by the Village Land Development Director in his/her sole discretion, the Village will reimburse Applicant fifty percent (50%) of the total (eligible) project costs, in an amount not to exceed \$5,000.00. In no event shall the Village's reimbursement costs exceed \$5,000.00.
- 3) Applicant, its successors or assigns, agrees to complete all work, as described on Exhibit "A" and obtain a Certificate of Occupancy or other applicable document that shows 100% completion of the work within one year from the execution of this Agreement, as set forth above.
- 4) Applicant, its successors or assigns, agrees to maintain the improvements for a period of five (5) years from completion. Should applicant, its successors or assigns, fail to maintain said improvements for a period of five years, applicant, its successors or assigns, shall be obligated to reimburse the Village the full amount of grant funding contributed by the Village under paragraph 2 of this Agreement.
- 5) This agreement shall be governed by the Laws of the State of Florida and venue shall be in Palm Beach County.



IN WITNESS WHEREOF, the parties have executed this agreement on the date first stated above.

**APPLICANT**

BY: [Signature]

Print Name: JORGE FLORES

**VILLAGE OF PALM SPRINGS**

BY: [Signature]

Richard J. Reade, Village Manager

STATE OF FLORIDA

COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 16<sup>th</sup> day of June, 2020 by Jorge Flores Perez (name of person acknowledging), who is personally known to me or who has produced FLORIDA DL IC (type of identification) as identification.

[Signature]

Signature of Notary Public – State of Florida

(SEAL)





**BEFORE**



**AFTER**



# Village of Palm Springs

## PROPERTY IMPROVEMENT GRANT AGREEMENT

THIS AGREEMENT is entered this 17<sup>TH</sup> day of January, 2020, by and between the VILLAGE OF PALM SPRINGS and Mark Kamin (Applicant).

WHEREAS, the Applicant has made application for a grant with the Village of Palm Springs under the Property Improvement Program for real property located at 1767 Richard Lane and

WHEREAS, the Village of Palm Springs has approved said application.

IT IS HEREBY AGREED AS FOLLOWS:

- 1) Applicant agrees to rehabilitate the existing fence and landscaping with new fence with double gate and landscaping or other property elements consistent with the application submitted to the Village, which is attached to the Agreement as Exhibit "A".
- 2) In consideration of same and upon satisfactory completion and submittal of appropriate receipts, as determined by the Village Land Development Director in his/her sole discretion, the Village will reimburse Applicant fifty percent (50%) of the total (eligible) project costs, in an amount not to exceed **\$4,650.00**. **In no event shall the Village's reimbursement costs exceed \$5,000.00.**
- 3) Applicant, its successors or assigns, agrees to complete all work, as described on Exhibit "A" and obtain a Certificate of Occupancy or other applicable document that shows 100% completion of the work within one year from the execution of this Agreement, as set forth above.
- 4) Applicant, its successors or assigns, agrees to maintain the improvements for a period of five (5) years from completion. Should applicant, its successors or assigns, fail to maintain said improvements for a period of five years, applicant, its successors or assigns, shall be obligated to reimburse the Village the full amount of grant funding contributed by the Village under paragraph 2 of this Agreement.
- 5) This agreement shall be governed by the Laws of the State of Florida and venue shall be in Palm Beach County.

IN WITNESS WHEREOF, the parties have executed this agreement on the date first stated above.

APPLICANT

BY: [Signature]

Print Name: Mark Kamin

VILLAGE OF PALM SPRINGS

BY: [Signature] 2/5/2020

Richard J. Reade, Village Manager

STATE OF FLORIDA

COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 27 day of January, 2020, by Mark Kamin (name of person acknowledging), who is personally known to me or who has produced FLA (type of identification) as identification.

(SEAL)



[Signature]  
Signature of Notary Public - State of Florida





**BEFORE**





**AFTER**



# Village of Palm Springs

## PROPERTY IMPROVEMENT GRANT AGREEMENT

THIS AGREEMENT is entered into this 15<sup>th</sup> day of June, 2020, by and between the VILLAGE OF PALM SPRINGS and Adrian Guerra (Applicant).

WHEREAS, the Applicant has made application for a grant with the Village of Palm Springs under the Property Improvement Program for real property located at 224 Tam O Shanter Drive; and

WHEREAS, the Village of Palm Springs has approved said application.

IT IS HEREBY AGREED AS FOLLOWS:

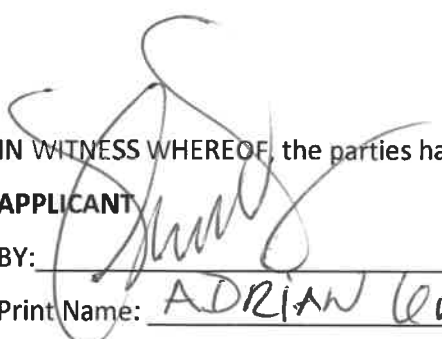
- 1) Applicant agrees to rehabilitate the rehabilitate the existing roof with a new modified roofing system or other property elements consistent with the application submitted to the Village, which is attached to the Agreement as Exhibit "A".
- 2) In consideration of same and upon satisfactory completion and submittal of appropriate receipts, as determined by the Village Land Development Director in his/her sole discretion, the Village will reimburse Applicant fifty percent (50%) of the total (eligible) project costs, in an amount not to exceed \$5,000.00. In no event shall the Village's reimbursement costs exceed \$5,000.00.
- 3) Applicant, its successors or assigns, agrees to complete all work, as described on Exhibit "A" and obtain a Certificate of Occupancy or other applicable document that shows 100% completion of the work within one year from the execution of this Agreement, as set forth above.
- 4) Applicant, its successors or assigns, agrees to maintain the improvements for a period of five (5) years from completion. Should applicant, its successors or assigns, fail to maintain said improvements for a period of five years, applicant, its successors or assigns, shall be obligated to reimburse the Village the full amount of grant funding contributed by the Village under paragraph 2 of this Agreement.
- 5) This agreement shall be governed by the Laws of the State of Florida and venue shall be in Palm Beach County.

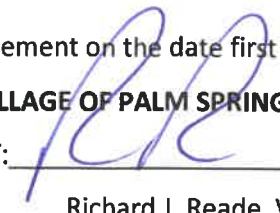


IN WITNESS WHEREOF, the parties have executed this agreement on the date first stated above.

APPLICANT

VILLAGE OF PALM SPRINGS

BY: 

BY: 

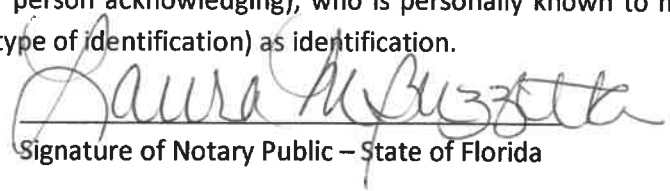
Print Name: ADRIAN GUERRA

Richard J. Reade, Village Manager

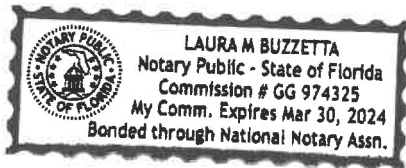
STATE OF FLORIDA

COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 8 day of July, 2020, by Adrian Guerra (name of person acknowledging), who is personally known to me or who has produced FLDL (type of identification) as identification.

  
Signature of Notary Public – State of Florida

(SEAL)





**BEFORE**





**AFTER**



# Village of Palm Springs

## PROPERTY IMPROVEMENT GRANT AGREEMENT

THIS AGREEMENT is entered into this 15<sup>th</sup> day of June, 2020, by and between the VILLAGE OF PALM SPRINGS and Dawn Helton (Applicant).

WHEREAS, the Applicant has made application for a grant with the Village of Palm Springs under the Property Improvement Program for real property located at 543 Springdale Circle; and

WHEREAS, the Village of Palm Springs has approved said application.

IT IS HEREBY AGREED AS FOLLOWS:

- 1) Applicant agrees to rehabilitate the rehabilitate the existing mansard roof with new Davinci Bellaforte shakes or other property elements consistent with the application submitted to the Village, which is attached to the Agreement as Exhibit "A".
- 2) In consideration of same and upon satisfactory completion and submittal of appropriate receipts, as determined by the Village Land Development Director in his/her sole discretion, the Village will reimburse Applicant fifty percent (50%) of the total (eligible) project costs, in an amount not to exceed \$4,500.00. In no event shall the Village's reimbursement costs exceed \$5,000.00.
- 3) Applicant, its successors or assigns, agrees to complete all work, as described on Exhibit "A" and obtain a Certificate of Occupancy or other applicable document that shows 100% completion of the work within one year from the execution of this Agreement, as set forth above.
- 4) Applicant, its successors or assigns, agrees to maintain the improvements for a period of five (5) years from completion. Should applicant, its successors or assigns, fail to maintain said improvements for a period of five years, applicant, its successors or assigns, shall be obligated to reimburse the Village the full amount of grant funding contributed by the Village under paragraph 2 of this Agreement.
- 5) This agreement shall be governed by the Laws of the State of Florida and venue shall be in Palm Beach County.

IN WITNESS WHEREOF, the parties have executed this agreement on the date first stated above.

**APPLICANT**

BY: *Dawn Helton*

Print Name: Dawn Helton

**VILLAGE OF PALM SPRINGS**

BY: *[Signature]*

Richard J. Reade, Village Manager

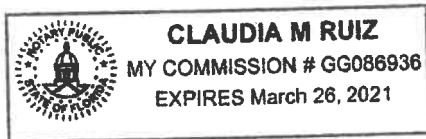
STATE OF FLORIDA

COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 18<sup>th</sup> day of June, 2020, by Dawn Marie Helton (name of person acknowledging), who is personally known to me or who has produced FL DL Lic (type of identification) as identification.

*Claudia M. Ruiz*  
Signature of Notary Public – State of Florida

(SEAL)







**BEFORE**



**AFTER**



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Planning, Zoning & Building

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### **ITEM 6.2:**

Approve Firm Rankings & Authorize Agreement for Professional Services - RFP No. 2020R-001 - Palm Springs CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan (FY 2020 Budget Funded)

### **SUMMARY:**

On May 7, 2020, the Village issued a Request for Proposals (RFP) to provide modifications to the CRA Community Redevelopment Plan and to prepare an Economic Development Strategic Plan (RFP No. 2020R-001) in accordance with Section 58-5, Competitive Selection Purchase Requirements, of the Village Code. The purpose of this RFP was to enlist a qualified firm or professional to incorporate economic and market analyses, additional stakeholders' input, and to refine strategies to promote reinvestment and revitalization within the community [The Palm Springs CRA Community Redevelopment Plan was adopted on December 3, 2019 - Resolution No. 2019-40].

As a result of the RFP, the Village received five (5) responses:

- The Corradino Group - Miami, FL
- KCI Technologies, Inc. - Fort Lauderdale, FL
- Kimley-Horn & Associates - Delray Beach, FL
- Metro Analytics - Bountiful, UT
- Wildan Financial Services - Orlando, FL

The seven members of the CRA Community Redevelopment Plan/Economic Development Strategic Plan RFP Evaluation Committee, who were appointed by the Village Manager, included representatives from the Police, Finance and Planning, Zoning & Building Departments, as well as a member from the Planning & Zoning Board and three (3)

community representatives with interests in the both the the Palm Springs CRA districts, met on June 19, 2020 to review the objectives and scope of services of the RFP as well as on July 23, 2020 to review each submittal. Each firm's response was evaluated and scored based on:

- Qualifications
- Experience and Expertise
- Project Delivery and Approach
- Firm's Resources, Personnel Availability & Commitment
- Fees for Professional Services
- References

As a result, the Committee selected three (3) firms to interview on August 21, 2020 - the three firms listed above in italics and underlined were selected.

Following the presentations/interviews, the Committee re-scored the three (3) firms based on the original six (6) criteria listed above, confirmed the final rankings and selected the top firm, KCI Technologies, to be best qualified to meet the needs of the Village.

Note: One member of the Committee was unable to attend and participate in all three meetings and one member of the Committee was unable to attend and participate in the presentation/interview process due to a medical issue.

Note: All meetings were properly advertised and the PBC IG Office was notified as required by PBC Code Sec. 2-423(8) – ARTICLE XII. INSPECTOR GENERAL.

A proposed Agreement for Professional Services, which was prepared by the Village Attorney and reviewed by the PZB Director and the Finance Director is provided for the Council's review and consideration. Further, it is recommended that the the Village Council provide authorization to the Mayor to execute the Agreement for Professional Services between the Village and KCI Technologies, Inc..

Within the FY 2020 Budget - General Fund the Village Council approved \$6 0,000 to complete the proposed CRA Plan Modification and Economic Strategic Plan. Through the RFP process, the recommended firm, KCI Technologies, provided a price of \$59,000 to complete the proposed effort. The proposed study effort is expected to extend into FY 2021 and funding to support this project has been proposed within both the Palm Springs CRA and the Village's FY 2021 proposed budget.

If approved, the Village would accept KCI Technologies' terms, conditions and pricing in accordance with the submitted RFP package as well as the proposed Agreement. The Village will not expend more than the amount within the approved budget as it may be adopted/amended each year for these goods and services over the term of this contract.

Each of the submitted RFP proposals and related documentation is available to be viewed (hard copy) within the Village Clerk's Office.



The Palm Springs CRA is expected to consider the proposed Firm Rankings & Authorize Agreement for Professional Services during their September 10, 2020 meeting and their recommendation will be provided to the Village Council prior to consideration.

The proposed agreement has been prepared by the Village Attorney and reviewed by the Planning, Zoning & Building Director/Assistant CRA Executive Director and the Finance Director.

The Village has worked with the proposed vendor previously and has received excellent service and a quality product.

Note: Each of the submitted RFP proposals and related documentation is available within the Village Clerk's Office upon request.

### **FISCAL IMPACT:**

Funding to support a modification of the CRA Community Redevelopment Plan and to create an Economic Development Strategic Plan is available within the Village Council's FY 2020 Budget. The proposed study effort is expected to extend into FY 2021 and funding to support this project has been proposed within both the Palm Springs CRA and the Village's FY 2021 proposed budget.

The Village will not expend more than the amount within the approved budget as it may be adopted/amended each year for these goods and services over the term of this contract.

### **ATTACHMENTS:**

Village of Palm Springs - Proposed Agreement for Professional Services - CRA Community Redevelopment Plan Modification & Economic Development Strategic Plan

Exhibit "A" - RFP #2020R-001 - Proposal - KCI Technologies Inc.

Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001 - Evaluation Committee Scoring Recommendation Memo

Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001 - Selection Committee Recommendation - Final

Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001 - Selection Committee Recommendation - Shortlist

Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001 - E-Bid Responses - June 5, 2020

Village of Palm Springs - Request for Proposals CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan - RFP #2020R-001

Village of Palm Springs - CRA Community Redevelopment Plan Modification & Economic Development Strategic Plan - RFP #2020R-001 - Evaluation Committee Members

## **AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT, made and entered into this\_ day of \_\_\_\_\_, 20\_\_,  
by and between the Village of Palm Springs, Florida, hereinafter referred to as "Village", and  
\_\_\_\_\_ hereinafter referred to as "Consultant".

WITNESSETH:

WHEREAS, the Village represents that it is a Florida municipal corporation with the authority to engage the Consultant and accept the obligation for payment for the services desired; and,

WHEREAS, the Village desires to engage the Consultant to perform those services set forth in the RFP and in accordance with this Agreement; and

WHEREAS, the Consultant shall provide those services as set forth in the RFP and in accordance with this Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual benefits which will accrue to the parties hereto in carrying out the terms of this Agreement, it is mutually understood and agreed as follows:

**SECTION 1: INCORPORATION OF RECITALS.** The foregoing Recitals are incorporated into this Agreement as true and correct statements.

**SECTION 2: CONSULTANT'S SERVICES.** The Consultant shall perform the services set forth in the RFP and as more specifically set forth in Sections 1.3 and 1.4 of the RFP.

**SECTION 3: INDEPENDENT CONTRACTOR RELATIONSHIP.** No relationship of employer or employee is created by this Agreement, it being understood that Consultant will act hereunder as an independent contractor and none of the Consultant's, officers, directors, employees, independent contractors, representatives or agents performing services for Consultant pursuant to this Agreement shall have any claim under this Agreement or otherwise against the Village for compensation of any kind under this Agreement. The relationship between the Village and Consultant is that of independent contractors, and neither shall be considered a joint venture, partner, employee, agent, representative or other relationship of the other for any purpose expressly or by implication.

**SECTION 4: TERM, TIME FOR COMPLETION AND TERMINATION.**

a. **Term.** The term of this Agreement shall commence upon the approval of this Agreement by the Village Council and shall be for the term necessary to complete all services as set forth in the RFP unless earlier terminated as stated herein. The term may be extended by written agreement of the parties for further services related to those services identified herein.

b. **Time for Completion.** Time is of the essence in the performance of this Agreement. The Consultant shall always carry out its duties and responsibilities as expeditiously as possible and in accordance with the project schedule set forth in Exhibit "A".

c. Force Majeure. Neither party hereto shall be liable for its failure to perform hereunder due to any circumstances beyond its reasonable control, such as acts of God, wars, riots, national emergencies, sabotage, strikes, labor disputes, accidents, and governmental laws, ordinances, rules, or regulations. The Consultant or Village may suspend its performance under this Agreement as a result of a force majeure without being in default of this Agreement, but upon the removal of such force majeure, the Consultant or Village shall resume its performance as soon as is reasonably possible. Upon the Consultant's request, the Village shall consider the facts and extent of any failure to perform the services and, if the Consultant's failure to perform was without its or its subconsultants' fault or negligence, the schedule and/or any other affected provision of this Agreement may be revised accordingly, subject to the Village's rights to change, terminate, or stop any or all of the services at any time. No extension shall be made for delay occurring more than seven (7) days before a notice of delay or claim therefore is made in writing to the Village. In the case of continuing cause of delay, only one (1) notice of delay or claim is necessary.

d. Termination without cause. Either party may terminate this Agreement at any time with or without cause by giving not less than ten (10) days written notice of termination.

e. Termination for cause. Either party may terminate this Agreement at any time if the other party engages in any act or makes any omission constituting a material breach of any term or condition of this Agreement. The party electing to terminate this Agreement shall provide the other party with written notice specifying the nature of the breach. The party receiving the notice shall then have three (3) business days from the date of the notice in which to remedy the breach. If such corrective action is not taken within three (3) business days, then this Agreement shall terminate at the end of the three (3) day period without further notice or demand.

f. Early Termination. If this Agreement is terminated before the completion of all services by either party, the Consultant shall:

- i. Stop services on the date and to the extent specified including without limitation services of any subconsultants.
- ii. Transfer all work in progress, completed work, and other materials related to the terminated services to the Village in the format acceptable to Village.
- iii. Continue and complete all parts of the services that have not been terminated.

g. Effect of Termination. Termination of this Agreement shall not affect any rights, obligations, and liabilities of the parties arising out of transactions which occurred prior to termination. Notwithstanding the foregoing, the parties acknowledge and agree that the Village is a municipal corporation and political subdivision of the state of Florida, and as such, this Agreement (and all Exhibits hereto) are subject to budgeting and appropriation by the Village of funds sufficient to pay the costs

associated herewith in any fiscal year of the Village . Notwithstanding anything in this Agreement to the contrary, in the event that no funds are appropriated or budgeted by the Village's governing board in any fiscal year to pay the costs associated with the Village's obligations under this Agreement, or in the event the funds budgeted or appropriated are, or are estimated by the Village to be, insufficient to pay the costs associated with the Village's obligations hereunder in any fiscal period, then the Village will notify Consultant of such occurrence and either the Village or Consultant may terminate this Agreement by notifying the other in writing, which notice shall specify a date of termination no earlier than twenty-four (24) hours after giving of such notice. Termination in accordance with the preceding sentence shall be without penalty or expense to the Village of any kind whatsoever; however, Village shall pay Consultant for all services performed under this Agreement through the date of termination.

#### **SECTION 5: COMPENSATION.**

1. **Payments.** The Village agrees to compensate a total lump sum amount which shall not exceed that amount set forth in Exhibit "A". The Village shall not reimburse the Consultant for any additional costs incurred as a direct or indirect result of the Consultant providing service to the Village under this Agreement and not set forth in Exhibit "A".
2. **Invoice.** The Consultant shall render an invoice to the Village for services upon completion of the services. The invoice will be reviewed, and if all services have been deemed acceptable, paid within thirty (30) days following the Village 's receipt of the Consultant 's invoice.

#### **SECTION 6: INSURANCE**

Without limiting any of the other obligations or liabilities of the Consultant, the Consultant shall , at his own expense, provide and maintain in force, until all of its services to be performed under this Agreement have been completed and accepted by the Village (or for such duration as it otherwise specified hereinafter), the following insurance coverages:

1. Worker's Compensation Insurance to apply to all the Consultant's employees in compliance with the "Worker's Compensation Law" of the State of Florida and all applicable Federal Laws.
  - a. Employer's Liability with limits of \$100,000 per person, \$500,000 per occurrence and \$100,000 per each disease.
2. Comprehensive General Liability with minimum limits of one million dollars (\$1,000,000.00) per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability Coverage must be afforded on a form no more restrictive than the latest edition of the Comprehensive General Liability policy, without restrictive endorsements other than ISO Endorsement GL 21 06 (Engineers, Architects, or Surveyors Professional Liability exclusion), as Filed by the Insurance Services Office and must include :
  - a. Premises and/or Operations
  - b. Independent Contractors
  - c. Products and Completed Operations - Consultants shall maintain in force until at least three years after completion of all services required under this Agreement, coverage for Products and Completed Operations, including Broad Form Property Damage.
  - d. Broad Form Property Damage



- e. Contractual Coverage applicable to this specific Agreement.
  - f. Personal Injury Coverage with minimum limits of coverage equal to those required for Bodily Injury Liability.
3. Business Automobile Liability with minimum limits of three hundred thousand dollars (\$300,000.00) per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Services Office and must include:
- a. Owned Vehicles
  - b. Hired and Non-Owned Vehicles
  - c. Employers' Non-Ownership
4. Professional Liability Insurance with minimum limits per occurrence of \$1,000,000.00. Coverage shall be afforded on a form acceptable to the Village. Consultant shall maintain such professional liability insurance until at least one year after a Certificate of Occupancy is issued. Consultant shall insure that sub-consultants used for any portion of the project, maintain adequate levels of Professional Liability Insurance.
5. Prior to commencement of services, the Consultant shall provide to the Village Certificates of Insurance evidencing the insurance coverage specified in the foregoing Paragraphs 1, 2, 3, 4. All policies covered within subparagraphs 1, 2, 3, 4, shall be endorsed to provide the Village with thirty (30) days' notice of cancellation and/or restriction. The Village shall be named as an additional insured as to Consultant's liability on policies referenced in subparagraphs 2. The required Certificates of Insurance shall not only name the types of policies provided, but also shall refer specifically to this Agreement and section and to the above paragraphs in accordance with which insurance is being furnished, and shall state that such insurance is as required by such paragraphs of this Agreement. The Consultant shall also make available to the Village a certified copy of the professional liability insurance policy required by paragraph 4 above for the Village's review. Upon request, the Consultant shall provide copies of all other insurance policies.
6. If the initial insurance policies required by this Agreement expire prior to the completion of the services, renewal Certificates of Insurance of policies shall be furnished thirty (30) days prior to the date of their expiration. For Notice of Cancellation and/or Restriction; the policies must be endorsed to provide the Village with thirty (30) 'days' notice of cancellation and/or restriction.
7. The Consultant's insurance, including that applicable to the Village as an Additional Insured, shall apply on a primary basis.

**SECTION 7: COMPLIANCE AND DISQUALIFICATION.** Each of the parties agrees to perform its responsibilities under this Agreement in conformance with all laws, regulations and administrative instructions that relate to the parties' performance of this Agreement.

**SECTION 8: ASSIGNMENT.** The Village and the Consultant each binds itself and its successors, legal representatives, and assigns to the other party to this Agreement and to the partners, successors, legal

representatives, and assigns of such other party, in respect to all covenants of this Agreement subject to budget considerations and requirements of law; and, neither the Village nor the Consultant will assign or transfer their interest in this Agreement without the written consent of the other.

**SECTION 9: EQUAL OPPORTUNITY EMPLOYEMENT.** Consultant agrees that it will not discriminate against any employee or applicant for employment for work under this Agreement because of race, color, religion, sex, age or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment advertising; lay-off or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth this non-discrimination clause. This provision applies to all Consultant's subcontractors and it is the responsibility of Consultant to ensure subcontractor's compliance.

**SECTION 10: PROHIBITION AGAINST CONTINGENT FEES.** The Consultant warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that he has not paid or agreed to pay any persons, company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant any fee, Council, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

**SECTION 11: INTEREST OF THE CONSULTANT.** The Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in any Project to which this Agreement pertains or any other interest which would conflict in any manner or degree with the performance of its services hereunder. The Consultant further covenants that in the performance of this Agreement, no person having such interest shall be employed.

**SECTION 12: COMPLIANCE WITH LAWS.** The Consultant shall comply with the applicable requirements of State and applicable County laws and all Codes and Ordinances of the Village as amended from time to time, and that exist at the time of building permit issuance.

**SECTION 13: WAIVER OF JURY TRIAL.** TO ENCOURAGE PROMPT AND EQUITABLE RESOLUTION OF ANY LITIGATION, EACH PARTY HEREBY WAIVES ITS RIGHTS TO A TRIAL BY JURY IN ANY LITIGATION RELATED TO THIS AGREEMENT.

**SECTION 14: ACCESS AND AUDITS.** The Consultant shall maintain adequate records to justify all payments made by the Village under this Agreement for at least three (3) years after completion of this Agreement and longer if required by applicable federal or state law. The Village shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the Consultant's place of business. In no circumstances will Consultant be required to disclose any confidential or proprietary information regarding its products and service costs.

**SECTION 15: NONDISCRIMINATION.** The Consultant warrants and represents that all its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, or sexual orientation.

**SECTION 16: AUTHORITY TO PRACTICE.** The Consultant hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business and provide the services required under this Agreement, and that it will at all times conduct its business and provide the services under this Agreement in a reputable manner. Proof of such licenses and approvals shall be submitted to the Village upon request.

**SECTION 17: SEVERABILITY.** If any term or provision of this Agreement, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, to remainder of this Agreement, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Agreement shall be deemed valid and enforceable to the extent permitted by law.

**SECTION 18: PUBLIC ENTITY CRIMES.** Consultant acknowledges and agrees that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier or sub-contractor under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list. The Consultant will advise the Village immediately if it becomes aware of any violation of this statute.

**SECTION 19: NOTICE.** All notices required in this Agreement shall be sent by hand-delivery, certified mail (RRR), or by nationally recognized overnight courier, and if sent to the VILLAGE shall be sent to:

Village of Palm Springs Attn: Village Manager 226 Cypress Lane  
Palm Springs, FL 33461

and if sent to the Consultant, shall be sent to:

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

The foregoing names and addresses may be changed if such change is provided in writing to the other party. Notice shall be deemed given upon receipt.

**SECTION 20: ENTIRETY OF AGREEMENT.** The Village and the Consultant agree that this Agreement sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto.

**SECTION 21: WAIVER.** Failure of a party to enforce or exercise any of its right(s) under this Agreement

shall not be deemed a waiver of that parties' right to enforce or exercise said right(s) at any time thereafter.

**SECTION 22: PREPARATION AND NON-EXCLUSIVE.** This Agreement shall not be construed more strongly against either party regardless of who was more responsible for its preparation. This is a non-exclusive Agreement and the Village reserves the right to contract with individuals or firms to provide the same or similar services.

**SECTION 23: MATERIALITY.** All provisions of the Agreement shall be deemed material. In the event Consultant fails to comply with any of the provisions contained in this Agreement or exhibits, amendments and addenda attached hereto, said failure shall be deemed a material breach of this Agreement and Village may at its option provide notice to the Consultant to terminate for cause.

**SECTION 24: LEGAL EFFECT.** This Agreement shall not become binding and effective until approved by the Village. The Effective Date is the date this Agreement is executed by the Village.

**SECTION 25: NOTICE OF COMPLAINTS, SUITS AND REGULATORY VIOLATIONS.** Each party will promptly notify the other of any complaint, claim, suit or cause of action threatened or commenced against it which arises out of or relates, in any manner, to the performance of this Agreement. Each party agrees to cooperate with the other in any investigation either may conduct, the defense of any claim or suit in which either party is named and shall do nothing to impair or invalidate any applicable insurance coverage.

**SECTION 26: SURVIVABILITY.** Any provision of this Agreement which is of a continuing nature or imposes an obligation which extends beyond the term of this Agreement shall survive its expiration or earlier termination.

**SECTION 27: COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and will become effective and binding upon the parties as of the effective date at such time as all the signatories hereto have signed a counterpart of this Agreement.

**SECTION 28: PALM BEACH COUNTY IG.** In accordance with Palm Beach County ordinance number 2011-009, the CONSULTANT acknowledges that this Agreement may be subject to investigation and/or audit by the Palm Beach County Inspector General. The CONSULTANT has reviewed Palm Beach County ordinance number 2011-009 and is aware of its rights and/or obligations under such ordinance.

**SECTION 29: AGREEMENT DOCUMENTS AND CONTROLLING PROVISIONS.** This Agreement consists of this Agreement, the RFP and Exhibit "A". The parties agree to be bound by all the terms and conditions set forth in the aforementioned documents. To the extent that there exists a conflict between the terms and conditions of this Agreement, the RFP and Exhibit "A", the terms and conditions of this Agreement shall prevail first, then the terms and conditions of the RFP and finally the terms and conditions of Exhibit "A", Consultant's proposal. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

**SECTION 30: OWNERSHIP OF DELIVERABLES.** The deliverables, work product, specifications, calculations, supporting documents, or other work products which are listed as deliverables by the Consultant in Exhibit "A" to the Village shall become the exclusive property of the Village. The Village accepts sole responsibility for the reuse of any such deliverables in a manner other than as initially intended or for any use of incomplete documents.

**SECTION 31: REPRESENTATIONS and BINDING AUTHORITY.** By signing this Agreement, the undersigned on behalf of the Consultant hereby represents to the Village that he/she has the authority and full legal power to execute this Agreement and any and all documents necessary to effectuate and implement the terms of this Agreement on behalf of the Consultant for whom he/she is signing and to bind and obligate such party with respect to all provisions contained in this Agreement.

**SECTION 32: JURISDICTION: VENUE.** The Consultant hereby covenants, consents and yields to the jurisdiction of the State Civil Courts of Palm Beach County, Florida. Any dispute between Consultant and the Village shall be governed by the laws of Florida with venue in Palm Beach County.

**SECTION 33: INTERNAL DISPUTE BETWEEN VILLAGE AND CONSULTANT.** The Village Manager shall be the final decision maker regarding internal disputes between Village and Consultant.

**SECTION 34: PUBLIC RECORDS.**

Consultant shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the Village as provided under section 119.011(2), Florida Statutes, specifically agrees to:

Keep and maintain public records required by the Village to perform the service.

1. Upon request from the Village's custodian of public records or designee, provide the Village with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
2. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Contract and following completion of this Contract if the Consultant does not transfer the records to the Village.
3. Upon completion of this Contract, transfer, at no cost, to the Village all public records in possession of the Consultant or keep and maintain public records required by the Village to perform the service. If the Consultant transfers all public records to the Village upon completion of the Contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the Contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Village, upon request from the Village's custodian of public records or designee, in a format that is compatible with the information technology systems of the Village.

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS OR DESIGNEE AT 561-434-5084, [kwynn@vpsfl.org](mailto:kwynn@vpsfl.org) OR BY MAIL AT VILLAGE OF PALM SPRINGS,**



**226 CYPRESS LANE, PALM SPRINGS, FL 33461.**

**SECTION 35: LIMITATION OF LIABILITY.** IN NO EVENT WILL EITHER PARTY BE LIABLE FOR ANY PUNITIVE, SPECIAL, EXEMPLARY, INDIRECT, INCIDENTAL OR CONSEQUENTIAL LOSSES OR DAMAGES.

**SECTION 36: INDEMNIFICATION.** The Consultant agrees to indemnify and hold harmless the Village, its council members, mayor, officers, employees, and attorneys of, from, and against liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees (at all trial and appellate levels), to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant, its agents, officers, subconsultants, employees, or anyone else employed or utilized by the Consultant in the performance of this Agreement. The Consultant's liability hereunder shall include all reasonable attorney's fees and costs incurred by the Village in the enforcement of this indemnification provision. This includes claims made by the employees of the Consultant against the Village and the Consultant hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. The obligations contained in this provision shall survive termination of this Agreement and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement.

It is the specific intent of the parties hereto that the foregoing indemnification complies with Section 725.08, Florida Statutes, as amended. Consultant expressly agrees that it will not claim, and waives any claim, that this indemnification violates Section 725.08, Florida Statutes, as amended. Nothing contained in the foregoing indemnification shall be construed as a waiver of any immunity or limitation of liability the Village may have under the doctrine of sovereign immunity or Section 768.28, Florida Statutes.

**SECTION 37: FISCAL NON-FUNDING.** In the event sufficient budgeted funds are not available for a new fiscal period, the Village shall notify the Consultant of such occurrence and this Agreement shall terminate on the last day of the current fiscal period without penalty or expense to the Village. The Consultant will be paid for all services rendered through the date of termination.

IN WITNESS WHEREOF, the Village has caused these presents to be executed in its name by its Mayor, and attested and its official Seal to be hereunto affixed by its Village Clerk, and the Consultant has hereunto set its hand and Seal the day and year first written above.

ATTEST:

VILLAGE OF PALM SPRINGS

\_\_\_\_\_  
Village Clerk

By: \_\_\_\_\_  
Mayor

Approved as to Form:

\_\_\_\_\_  
Village Attorney WITNESSES:

\_\_\_\_\_  
(Name Printed or Typed)

By: \_\_\_\_\_

\_\_\_\_\_  
(Name Printed or Typed)

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

Sworn to (or affirmed) and subscribed before me by means of [ ] physical presence or [ ] online notarization, this \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by \_\_\_\_\_.

\_\_\_\_\_  
(Signature of Notary Public-State of Florida)

\_\_\_\_\_  
(Print, type, or stamp commissioned name of Notary public)  
Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced: \_\_\_\_\_

PROPOSAL  
**PALM SPRINGS CRA  
COMMUNITY REDEVELOPMENT  
PLAN MODIFICATION &  
ECONOMIC DEVELOPMENT  
STRATEGIC PLAN**

PREPARED FOR  
The Village of Palm Springs  
RFP 2020R-001

PREPARED BY  
KCI Technologies, Inc.

June 5, 2020



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**Tab 9 / Additional RFP Information**

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## **TAB 1**

# **COVER LETTER + CHECKLIST + ACKNOWLEDGEMENTS**



# 1. COVER LETTER

June 5, 2020

Village of Palm Springs  
Kimberly Wynn, Village Clerk  
226 Cypress Lane  
Palm Springs, Florida 3346

**RE: RFP # 2020R-001, Palm Springs CRA Community Redevelopment Plan Modification & Economic Development Strategic Plan**

Dear Ms. Wynn and Village Selection Committee,

In an effort to support the Village of Palm Springs Community Development Agency's (CRA) desire to modify the existing CRA Community Redevelopment Plan and create an Economic Development Strategic Plan, KCI Technologies, Inc. (KCI), formerly Keith & Schnars, respectfully submits our professional qualifications. **We are a full-service firm with experience in community redevelopment, economic development studies, land use and zoning analysis, and public engagement.**

On January 1, 2019, Keith & Schnars was acquired by KCI in order to grow our professional and technical expertise. KCI, founded in 1955, is a 100% employee-owned company. We are a multi-disciplinary firm with offices throughout the eastern United States and local offices throughout Florida, including Fort Lauderdale.

Our highly experienced team will work with stakeholders and the CRA to develop a 10-year work program with Palm Springs specific redevelopment activities. Using current economic conditions and the 2019 Community Redevelopment Plan as a road map, we will propose solutions that are both long term and short term. **What sets us apart is our experience as municipal planners and leaders.** We will craft a work plan, a capital improvement plan, and redevelopment strategies that are realistic and able to be implemented quickly to spur the revitalization of the Congress Avenue and Lake Worth Road sub-districts.

KCI has recent and relevant experience in communities with large minority populations. Our team includes a **bilingual public involvement specialist**. Additionally, as a full-service firm, we are well versed in evaluating existing infrastructure, corridor studies, multi-modal studies, and identifying grant opportunities.

KCI staff members will be available to the CRA on short notice. Our Project Manager, Heidi Siegel, AICP, will be the primary point of contact for the project. Ms. Siegel has over 20 years

**We have included two recently completed plans after Tab 9.**

**The South Miami CRA Plan includes Redevelopment Action Items & Strategies that are specific to the CRA's programs and vacant and underutilized sites identified by our team.**

**The Delray Beach Osceola Park Neighborhood 2019 Redevelopment Plan Update identifies actionable items as Priorities and Strategies.**

**Our work for the Palm Springs CRA will be specific to Palm Springs with similar opportunities for innovation in the final product.**

# 1. COVER LETTER

of experience in planning, community redevelopment areas, infrastructure planning, public outreach, urban design, regulatory development, comprehensive and land use planning as a municipal planner and administrator.

We have teamed with **BusinessFlare** for the Economic Development Strategic Plan and to review and analyze real estate market trends and property values. **BusinessFlare has provided similar services to the Riviera Beach CRA, the Martin County CRA, and the West Palm Beach Economic Development Plan.** BusinessFlare integrates market reality into a local government's strategic plan or targeted project. Using a practical methodology to identify an effective strategy that efficiently utilizes limited staff resources. Results from BusinessFlare marketing plans include real estate investment, new retail business openings, less vacant storefronts, more commercial development, viable public private partnerships, and vibrant communities.

KCI's successful public participation experience is consistent with the CRA's scope of work. We understand that public engagement is not a one-size-fits-all approach. We must be flexible and understand the community we are serving. **Building trust, allowing for all participants to be heard, and documenting all comments are the core of our approach.** Our public meetings are interactive and use a variety of techniques to encourage engagement. The techniques chosen are based on the topic and participants. Some of the tools in our toolbox include online surveys at meetings and throughout the project, table-top drawing exercises on aerial maps, round table discussions, 3-D visualization, and open house passive review of progress. Due to the desired outcomes of this project, we envision using all of these techniques. **We have been actively adapting our public involvement approach to reflect current social distancing standards.** As former municipal staff, we offer the unique perspective of understanding how local government works and know the right way to achieve consensus.

Furthermore, we understand that the Village/CRA staff and elected officials are not the sole client. We have an obligation in a project like this to provide the highest level of customer service to the residents, business owners, and stakeholders. **It is our commitment to you to design an approach that is transparent, engaging, and user-friendly for staff, elected officials, stakeholders, business owners, and residents.**

At KCI, we help prepare our clients for the future. Our practical understanding of regulatory requirements and diversity of project experience will be a benefit to the Palm Springs CRA. **Together we become an extension of our partners, with the understanding that our business is a business of humans – people working with people – one team lifting each other, our clients, and the community up.**

As demonstrated throughout this proposal, the KCI team brings a wealth of experience with redevelopment planning, public involvement, and economic development analysis. Our technical skills are supplemented by proven method of quality control and project management. We are constantly evolving to meet our clients' needs. **We look forward to working with you. Please contact Heidi Siegel, AICP (954-776-1616 or [heidi.siegel@kci.com](mailto:heidi.siegel@kci.com)) should you have any questions or requests.**

Sincerely,



Bruce Reed, RLA

*Regional Practice Leader - Landscape Architecture, Planning, & Civil Engineering*

# 1. CHECKLIST

## EXHIBIT A- CONSULTANT CHECKLIST

**Note:**

- 1) This Exhibit must be included in RFP immediately after the cover letter.
- 2) RFP Package must be put together in order of this checklist.
- 3) Any supplemental materials must appear after those listed below and tabbed "Additional RFP Information"

Cover Letter (Tab 1)

Copy of this Check List - Exhibit A (Tab 1) Acknowledgment of Addenda - Exhibit B (Tab 1) Qualification

Submittal Signature Page - Exhibit C (Tab 1) Consultant Profile (Tab 2)

Proposed Project Team Firms (Tab 3)

Specific Related Experience of the Firm (Tab 4) Key Proposed Project Team Personnel (Tab 5) Project

Team Staffing Experience (Tab 5) Project Delivery and Approach (Tab 6) References - Exhibit D (Tab 7)

Conflict of Interest Disclosure Form - Exhibit E (Tab 8) Notification of Public Entity Crimes Law - Exhibit F  
(Tab 8) Drug-Free Workplace - Exhibit G (Tab 8)

Non-Collusion Affidavit - Exhibit H (Tab 8)

Truth-In-Negotiation Certificate - Exhibit I (Tab 8) W-9 Form (Tab 8)

# 1. ACKNOWLEDGEMENTS

## EXHIBIT B - ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART 11, WHICHEVER APPLIES

### PART I:

List below the dates of issue for each addendum received in connection with this Solicitation:

Addendum #1, Dated May, 20, 2020 (Question and Answer)

Addendum #2, Dated \_\_\_\_\_

Addendum #3, Dated \_\_\_\_\_

Addendum #4, Dated \_\_\_\_\_

Addendum #5, Dated \_\_\_\_\_

Addendum #6, Dated \_\_\_\_\_

Addendum #7, Dated \_\_\_\_\_

Addendum #8, Dated \_\_\_\_\_

Addendum #9, Dated \_\_\_\_\_

Addendum #10, Dated \_\_\_\_\_

### PART II:

\_\_\_\_\_ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS SOLICITATION

KCI Technologies, Inc.

Firm Name



Signature

Bruce Reed, PE/Regional Practice Leader

Name and Title (Print or Type)

June 3, 2020

Date

# 1. ACKNOWLEDGEMENTS

## EXHIBIT C- QUALIFICATION SUBMITTAL SIGNATURE PAGE

By signing this Qualification, the Proposer certifies that it satisfies all legal requirements as an entity to do business with the Village, including all Conflict of Interest and Code of Ethics provisions.

Firm Name:

KCI Technologies, Inc.

Street Address:

6500 N. Andrews Avenue, Fort Lauderdale, Florida 33309

Mailing Address (if different from Street Address):

Telephone Number(s): 954.776.1616

FaxNumber(s): 954.771.7690

Email Address: bruce.reed@kci.com

Federal Employer Identification Number: 52-1604386

Prompt Payment Terms:    %    days' net. 30 days

Signature: 

(Signature of authorized agent)

Print Name: Bruce Reed, PE

Title: Regional Practice Leader

Date: June 3, 2020

By signing this document, the Proposer agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.





**TAB 2**

## **CONSULTANT PROFILE**

## 2. CONSULTANT PROFILE

### 2.1.1 - Firm Information

#### KCI Technologies, Inc.(KCI)

6500 N. Andrews Avenue  
Fort Lauderdale, FL 33309  
954.776.1616

#### Parent Company

KCI Holdings, Inc.  
936 Ridgebrook Road  
Sparks, MD 21152  
410.316.7800

### 2.1.3 - Type of Firm

S-Corporation

### 2.1.4 and 2.1.5 - Incorporation

Date incorporated: December 15, 1988

State of incorporation: Delaware

Date authorized to do business in Florida: April 19, 1989

### 2.1.6 - Officers

Nathan J. Beil PE, D.WRE - President and CEO  
Christopher J. Griffith PE, CCM - Chief Operating Officer  
Bayne E. Smith PE, PTOE - Senior Vice President and Secretary  
Charles A. Phillips Jr., RPLS - Senior Vice President

### 2.1.7 - Federal Employers Identification Number

52-1604386

### 2.1.2 - Proposed Office in Charge

#### Fort Lauderdale Office

6500 N. Andrews Avenue  
Fort Lauderdale, FL 33309

#### Heidi Siegel, AICP

Director of Planning  
heidi.siegel@kci.com  
p 954.776.1616  
f 954.771.7690

## 2.3 - Bankruptcy Petitions

None. There have been no bankruptcy petitions (voluntary or involuntary) filed by or against KCI, its parent or subsidiaries or predecessor organizations during the past 10 years.

## 2. CONSULTANT PROFILE

### 2.4 - Claims

The following claims history for KCI does not relate to the services we are seeking to provide to the Village.

**April 2011 – Gary B. Dembo vs. City of Hagerstown, et al, including KCI Technologies, Inc.**

KCI Client – City of Hagerstown. Case No: 1359-2011. Jurisdiction: Washington County, MD

This was a homeowner's private property damage claim for basement flooding alleging as a result of construction excavation of ground and cement slab adjacent to the foundation of his property. KCI provided design services for utility replacement and street enhancements to the City of Hagerstown.

**Status: Settled October 2011**

**January 2012 – Coakley and Williams Construction Inc. (CW) vs. Hayes Seay Mattern and Matter (HSMM), including KCI Technologies, Inc.** KCI Client – CW. Case No: 02-C-11-161966 BT

Jurisdiction: Anne Arundel County, MD

This involves structural and other physical damage to a 2-story addition to an existing garage at BWI Airport, Linthicum, Maryland constructed by CW. KCI provided testing and inspection services for CW. CW is suing KCI and other defendants involved in the construction in counterclaim as a result of a claim made against CW by the Owner of the project, Maryland Department of Transportation Mass Transit Administration.

**Status: Settled August 2013 between CW and KCI with full indemnity given to KCI by CW if any third party sues KCI.**

**December 2012 – Rao Sudeendra vs. KCI Technologies, Inc.** KCI Client – Rao Sudeendra.

Case No: 2012-CVF-2517. Jurisdiction: Warren Co., OH

This was a counterclaim filed by Plaintiff claiming KCI negligently and improperly designed a development detention pond. This claim came about following a breach of contract by Plaintiff and collection claim filed by KCI against the Plaintiff for non-payment of monies due. **Status: Plaintiff Voluntarily Dismissed Claim February 2013**

**January 2015 - ICG 16th Street Associates LLC Asserts Claim against KCI Technologies, Inc.**

Project – 16th & I Street, NW – Alta Survey, Washington, DC. Case No: 17-CV-1070 (CRC)

Jurisdiction: US District Court, District of Columbia

This is a property claim dispute in which ICG alleges that a neighboring property (owned by an affiliate of ICG) was encroaching onto their property by more than the original KCI prepared survey showed. ICG claims there was a defect caused by an error in the survey done by KCI. **Status: Dismissed March 2018; A Notice to Appeal to The Federal Circuit Court was filed April 2018.**

**Interest in mediation has been discussed. 5/19/19 – US Court of Appeals revised the granting of the Motion to Dismiss. Case will go back to court for discovery and trial, if not settled. Negotiation has been discussed.**

**July 2018 – The Helga R. Shay Revocable Trust, etc., PLTIF vs. March-Westin Company, Inc. ETC., et al DFTS, including KCI Technologies, Inc.** Case No: 18-C-64. Jurisdiction: Monongalia County, Circuit Court, West Virginia

This is a property damage claim. WVU College Park project was a fast-paced multi-building student housing project. Retaining wall on site has slipped and caused impact to properties below the wall. KCI did not do the retaining wall design and was not the geotechnical engineer. KCI also did not approve the retaining wall shop drawings/calculations. **Status: Settled August 2019**

**December 2018 – Alexander D. Kunkel vs. KCI Technologies, Inc. / Brian Leslie Watkins, PE / Pennsylvania Department of Transportation (PENNDOT), and Bridgestone Americas, Inc.** Case No: 000427

Jurisdiction: Court of Common Pleas Philadelphia County

This is a professional liability claim. Plaintiff was a passenger in a car with six other occupants and half of the passengers were not wearing seatbelts. The driver wrecked the vehicle which overturned and landed on the roof. The plaintiff received multiple injuries including permanent paralysis from the waist down. The accident occurred in a traffic work zone designed by KCI. The driver plead guilty to recklessly endangering another person in addition to other related offenses. KCI was a sub consultant to URS Corporation (now AECOM) for this project. **Status: Open**

**December 2018 – Jesco, Inc. vs. KCI Technologies, Inc.** Case No: C-08-CV-18-001151

Jurisdiction: Circuit Court for Charles County, Maryland

This is a professional liability claim. Jesco entered into an agreement to purchase a property with the intent of developing by constructing a two-story commercial building, parking areas, and access roads. KCI performed limited geotechnical investigations for Jesco. Based on KCI's findings, Jesco purchased the property. Jesco claims there are defects and faults in the report and that Jesco has incurred losses, costs and expenses as a result. **Status: Open**



## 2. CONSULTANT PROFILE

**February 2020 – Chasity Jackson & Chris Jackson, et al vs. Metropolitan Government of Nashville & Davidson County, Tennessee / KCI Technologies, Inc. / Stansell Electric Company.** Case No: 19C-725

Jurisdiction: Circuit Court of Davidson County Twentieth Judicial District of Tennessee

This is a professional liability claim. Chasity Jackson passed through an intersection and her car ran over the edge of a concrete median that had been recently constructed. The island was not constructed in accordance with KCI's design. **Status: Open**

**June 2018 – Jennifer Nicole Moon, Individually and as Administrator of the Estate of Gregory Moon, Deceased; Plaintiffs et al vs Pittman Construction Company; Middle Georgia Paving, Inc; KCI Technologies, Inc.; Georgia Department of Transportation.** Case No: 20CV0399 – Filed 5/26/20

Jurisdiction: No venue assigned as of yet.

This is a professional liability claim that resulted in a wrongful death of Gregory Moon who was driving his 2016 Harley Davidson motorcycle on SR 11 (US-129) in Jackson County, Jefferson, Georgia toward the intersection of Wayne Poultry Road on his way to work on June 7, 2018 @ 5:30 am. When attempting to change lanes from the right lane into the left lane, Mr. Moon's motorcycle hit steep uneven pavement causing him to lose control. Mr. Moon died on June 13 as a result of his injuries. KCI was hired to perform inspection and supervisory work associated with the paving project. **Status: Open**

### 2.5 - Criminal Proceedings

None. There have been no criminal proceedings or hearings concerning business related offenses in which KCI, its principals or officers or predecessor organizations were defendants.

### 2.6 - Convictions

None. KCI, its principals, officers or predecessor organization(s) ever never been convicted of a Public Entity Crime, debarred or suspended from bidding by any government.





**TAB 3**  
**Experience +**  
**Expertise**

**TAB 3**

**EXPERIENCE + EXPERTISE**



# 3. EXPERIENCE + EXPERTISE

## FIRM'S OVERALL EXPERIENCE

### WHAT SETS OUR TEAM APART?

While the Palm Springs CRA is unique due to its location and current existing uses, a review of our team's experience shows that we have extensive experience in CRAs that share common issues.

These include:

- ▶ Commercial corridors
- ▶ Hispanic and African American population
- ▶ Outside agency Complete Streets projects planned
- ▶ Stormwater planning
- ▶ Affordable Housing
- ▶ Preservation of character

### THE FULL-SERVICE FIRM ADVANTAGE

While we have augmented our team, KCI is a full-service firm that offers all of the services required of this contract. The KCI team will be involved in every aspect of this project as described below:

#### COMMUNITY REDEVELOPMENT PLAN UPDATE + PUBLIC ENGAGEMENT

Our planners have the ability to update the plan and create a work plan and capital projects plan that meets the community and CRA's desires. **At KCI, we are planners who collaborate daily with stakeholders, landscape architects, and engineers**

**to create designs and plans that are realistic and fully vetted.** With the KCI team, you will receive a document with both Congress Avenue and Lake Worth Road specific programs and projects. We will not use templates or work created for other CRAs.

The KCI team offers the CRA experience and knowledge of multi-modal projects, infrastructure upgrades, and commercial corridors. **Additionally, we work with many CRAs and are well versed in best practices in regards to revitalization and economic development strategies. We have seen what is realistic, what is feasible, and understand how to create a sense of place that reflects the desires of stakeholders.**

What sets our team apart is **our experience as public employees and our understanding of how projects are implemented.** Our team is led by Heidi Siegel, AICP. As a former city manager, Ms. Siegel understands public agency staff that are tasked with implementing consultant crafted plans. She has real experience meeting with business owners and residents who wish to improve their properties and communities. Ms. Siegel

We understand that each community we serve is unique. We pride ourselves on immersing into our communities and taking the time to create public participation programs that are engaging and outcome based. We have learned that each community carries its own sense of pride and vision and our job is to shepherd and memorialize that vision and not impose our vision. You will not receive cookie-cutter products from us. While we may advise on best practices, we clearly understand the difference between using information for inspiration and a one-size-fits-all approach to planning and design.

### 3. EXPERIENCE + EXPERTISE

also has experience and success in reviewing, updating and implementing land development regulations and comprehensive plans, corridor redevelopment, economic development, community redevelopment areas, capital improvement planning, public outreach and consensus building, master plans, and public speaking and presentation. An advocate for social equity and safe communities, Ms. Siegel currently serves as Chair of the Broward County Bicycling and Pedestrian Advisory Committee.

KCI provides each project with a unique stakeholder program. Our experience with public spaces, parks, roadways, master plans, and construction, position us to understand our strengths as a cohesive team. Furthermore, our experience in the public sector, positions us to understand the tools necessary to properly prepare communication strategies to engage Palm Springs residents, business and property owners, and all interested stakeholders in the planning process. While, we do our best to structure stakeholder programs, our experience has told us that the best skill we can provide our clients is flexibility. **We possess the ability to shift quickly in order to accommodate the needs of participants.**

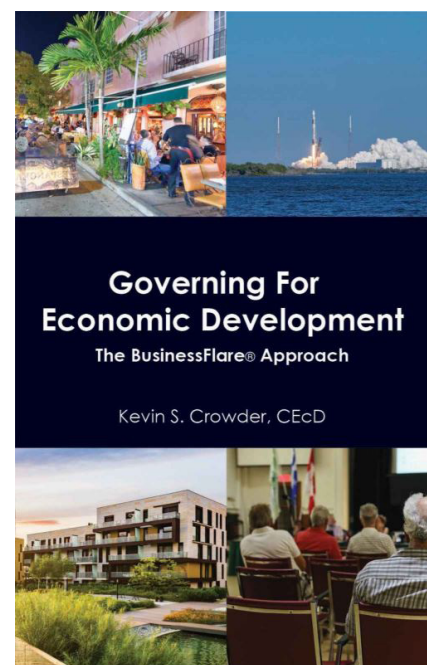
#### ECONOMIC DEVELOPMENT STRATEGIC PLAN

KCI has partnered with BusinessFlare to produce the Economic Development Strategic Plan. The BusinessFlare™ Approach is a trademarked, proven approach to economic development and redevelopment planning and successful implementation, providing positive economic growth that then will extend to surrounding areas and help lift the overall economy, improving the quality of life for the area's constituents and stakeholders.

The approach is based on the evaluation of, and the adoption of strategies to improve, six areas of economic development influence: Investment Drivers, Business Climate Themes, Community Connections, Key Opportunities, Economic Development Values, and Implementation & Integration.

North Miami-based BusinessFlare **was created in 2012, in response to the need for smaller cities with limited resources to compete for economic development and successful redevelopment.** BusinessFlare™ is a unique, trademarked approach that integrates market reality into a local government's strategic plan, annual budget process and day-to-day operations. It is a practical methodology used to identify an effective strategy that efficiently utilizes limited staff resources. Following the plan will result in real estate investment, new retail business openings, less vacant storefronts, more commercial development, viable public private partnerships, and new jobs!

Economic Development is inevitable, but where it occurs is not. BusinessFlare focuses on the key drivers of investment, combining an evaluation of the real world influence a local government has over each driver with recognition of the influences that are beyond the local government's control. This is essential to identify strategies that truly encourage economic growth and strengthen credibility, customer service and cash flow potential.



### 3. EXPERIENCE + EXPERTISE

## SOUTH MIAMI COMMUNITY REDEVELOPMENT AGENCY PLAN UPDATE

SOUTH MIAMI, FL

The South Miami Community Redevelopment Agency was established in 1996. KCI served as consultants and created multiple documents consistent with Florida State Statutes Chapter 163, including a Time Extension Need Study, Boundary Expansion Study, and Community Redevelopment Plan Update. The Redevelopment Plan Update created a vision and work plan that reflects current conditions and opportunities.



As part of the project, a public participation plan was created to engage with two different stakeholders with varying interests. As a result of the demographics of the CRA, there are many issues related to disparity, race, and access to resources that were addressed as part of the public participation plan.

The KCI team was successful in creating a program where trust was built and as a result, solutions that benefit all and identified common goals were incorporated in the Community Redevelopment Plan Update. KCI was also responsible for presenting the reports at the Community Redevelopment Agency Board, the Local Planning Agency, the City Commission, and the Miami-Dade Board of County Commissioners.

**Change orders issued:** None

**Problems encountered:** None

**Status of this redevelopment plan:** No Action Taken



**Client:** South Miami Community Redevelopment Agency

Evan Fancher, Former Executive Director  
5825 SW 68th Street, Suite 4 Office 400  
South Miami, FL 33143  
p (205) 478-6400  
fax number not available

**Start Date:** 2019

**End Date:** 2020

**Key Personnel:**

Heidi Siegel, AICP - Project Manager  
Bradley Benmoshé, CNU-a, LEED Green Assoc.,  
CPTED - Planner  
Kadair Brissett - Planner

**KCI Role:** Prime

**KCI Fee:** \$138,000



### 3. EXPERIENCE + EXPERTISE

## OSCEOLA PARK COMMUNITY REDEVELOPMENT PLAN UPDATE

DELRAY BEACH, FL

The Osceola Park Community Redevelopment Area Neighborhood Plan Update seeks to determine if the current redevelopment strategies and development standards are still applicable and to propose new neighborhood improvement actions and redevelopment projects. The Osceola Park Neighborhood is a predominantly residential community that is adjacent to an active arterial road and an active 18-hour downtown. Deliverables included a site inventory and analysis and an update to the Osceola Park Redevelopment Plan. This project includes extensive stakeholder involvement and coordination with City and CRA staff.

**Change orders issued:** None

**Problems encountered:** None

**Status of this redevelopment plan:** Adopted



**Client:** City of Delray Beach  
Anthea Gianniotis, Development  
Services Director  
100 NW 1st Ave, Delray Beach, FL 33444  
p (561) 243-7040 ext. 7041  
fax number not available

**Start Date:** 2018

**End Date:** 2020

**Key Personnel:**

Heidi Siegel, AICP - Project Manager  
Bradley Benmoshé, CNU-a, LEED Green  
Assoc., CPTED - Planner  
Kadair Brissett - Planner

**KCI Role:** Prime

**KCI Fee:** \$64,750

### 3. EXPERIENCE + EXPERTISE

## CITY OF MIAMI GARDENS COMMUNITY REDEVELOPMENT AREA PLAN

### MIAMI GARDENS, FL

KCI has served as the sole consultant for the City of Miami Gardens' establishment of a Community Redevelopment Agency. Services have included the completion of a Boundary Study, Finding of Necessity, and Community Redevelopment Area Plan.

In accordance with Chapter 163 of Florida Statutes, we completed various socio-economic and land use analyses, in order to determine if the Study Area satisfied the required criteria to establish findings of slum and blight. Factors evaluated included: demographic and economic conditions, population densities; poverty levels and incomes; taxable value of real property, tenure and occupancy; code violation and crime. As part of the land use analysis, we evaluated physical and infrastructure conditions; current land use and zoning; incompatible uses; code violations; current building structural conditions; and existence of conditions that endanger life and property.

As part of this multi-year project, our team has facilitated numerous stakeholder forums and presented to the City Council and Community Redevelopment Agency newly established Board.

**Change orders issued:** None

**Problems encountered:** None

**Status of this redevelopment plan:** Adopted



**Client:** City of Miami Gardens  
Vernita Nelson, Assistant City Manager  
18605 NW 27th Avenue  
Miami Gardens, FL 33056  
p (305) 622-8000  
fax number not available

**Start Date:** 2013

**End Date:** 2018

**Key Personnel:**

Heidi Siegel, AICP - Project Manager

Bradley Benmoshé, CNU-a, LEED Green Assoc., CPTED - Planner

**KCI Role:** Prime

**KCI Fee:** Cumulative \$200,000



### 3. EXPERIENCE + EXPERTISE

## LAKE WORTH BEACH DESIGN GUIDELINES FOR MAJOR THOROUGHFARES

LAKE WORTH BEACH , FL

KCI was commissioned for the creation of design guidelines after a re-write of the land development code, which will be incorporated into the Code of Ordinances by reference. The document references the code requirements, provides best urban design practices, honors the historic districts, and includes graphics and illustrations that establish the architectural standards for new development.

Led by Mr. Benmoshé, the graphics, architectural models and design standards communicate a very clear picture of what the City desires, where, and how. The document even includes a Lake Worth Beach specific plant palette in which KCI's team identified a variety of appropriate trees for each corridor based on zoning and land use, right-of-way width, and proposed uses. For example, for an area that has larger sidewalks and encourages outdoor dining, shade trees that do not have nuisance blooms are suggested. This document has been well received by the development community as it allows them to clearly understand what the City and CRA seeks and minimizes unnecessary "negotiations" with City staff.

**Change orders issued:** None

**Problems encountered:** None

**Status of this redevelopment plan:** Adopted



**Client:** Lake Worth Beach Community  
Redevelopment Agency  
William Waters AIA, NCARB, LEED AP BD+C, ID,  
SEED  
Director, Community Sustainability Department  
1121 Lucerne Avenue, Lake Worth Beach, FL 33460  
p (561) 586-1634  
f (561) 588-0524

**Start Date:** 2018

**End Date:** 2019

**Key Personnel:**

Heidi Siegel, AICP - Project Manager  
Bradley Benmoshé, CNU-a, LEED Green Assoc.,  
CPTED - Urban Designer  
Kadair Brissett - Planner

**KCI Role:** Prime

**KCI Fee:** \$74,000

### 3. EXPERIENCE + EXPERTISE

## CITY OF WEST PALM BEACH ECONOMIC DEVELOPMENT STRATEGIC PLAN

WEST PALM BEACH, FL

BusinessFlare created the **Economic Development Strategic Plan** for the City of West Palm Beach. The plan includes market analysis and stakeholder participation including targeted business and real estate meetings. BusinessFlare's approach to economic development for a realistic, implementable plan was used.

**Change orders issued:** None

**Problems encountered:** None

**Status of this redevelopment plan:** Many elements of this plan were implemented and this plan forms the base for additional updates that continue to be implemented.



**Client:** City of West Palm Beach  
Christopher Roog, Economic Development Director  
401 Clematis Street, West Palm Beach, FL 33401  
p (561) 822-1200  
fax number not available

**Start Date:** 2013

**End Date:** 2013

**Key Personnel:**

Kevin Crowder, CECD - Project Manager  
IEDC Certified Economic Developer (CEcD)

**Role:** Mr. Crowder performed this work while at another firm.

**Fee:** This was part of a larger contract and there was not a specific, individual fee.

### 3. EXPERIENCE + EXPERTISE

## CITY OF ROCKLEDGE MARKET ANALYSIS AND ECONOMIC DEVELOPMENT IMPLEMENTATION STRATEGY ROCKLEDGE, FL

This project consists of a market analysis and economic development implementation strategy for two subdistricts of the City of Rockledge CRA. It included significant stakeholder engagement, including targeted one-on-one meetings and public forums. The effort evaluated the condition of the five drivers of investment: land, labor, capital, markets, and regulation. It identified strategies that include rebranding of the sub-areas, identification of hidden assets that the public was unaware of, main street and streetscape concepts, entrepreneurship, healthcare and educational strategies, and implementation. The project focuses on the development and implementation of programs to create Downtown Rockledge, brand the Lake Betsi Recreational Area and upgrade its offerings, strengthen the Rockledge Medical and Professional District which is anchored by Rockledge Regional Medical Center, and rebrand the light industrial area as the Space Coast Innovation and Entrepreneurial District.

During this project, the BusinessFlare team identified opportunities for implementation that the City and CRA initiated, including identification of a new business prospect that meets the new target industry priorities for the Downtown and with which the City is negotiating a land purchase.

**Change orders issued:** There were no change orders issued, however, the scope of BusinessFlare's contract was expanded to include a craft brewery market analysis and craft brewery recruitment services.

**Problems encountered:** The key problem that was encountered was the delay caused by the COVID-19 pandemic. The team revisited the strategy to provide commentary and guidance to the city and CRA regarding the potential impact of the pandemic on each recommended strategy, as well as a general overview.

**Status of this redevelopment plan:** This plan will be presented to the City Council on June 17, 2020 for adoption.

**Client:** City of Rockledge  
Alix Bernard, Planning Director  
1600 Huntington Lane  
Rockledge, FL 32955  
p (321) 221-7540  
fax number not available

**Start Date:** 2019

**End Date:** 2020

**Key Personnel:**

Kevin Crowder, CECD - Project Manager  
IEDC Certified Economic Developer (CEcD)

**BusinessFlare Role:** Prime

**BusinessFlare Fee:** \$35,000 original contract value, plus additional services of \$15,000







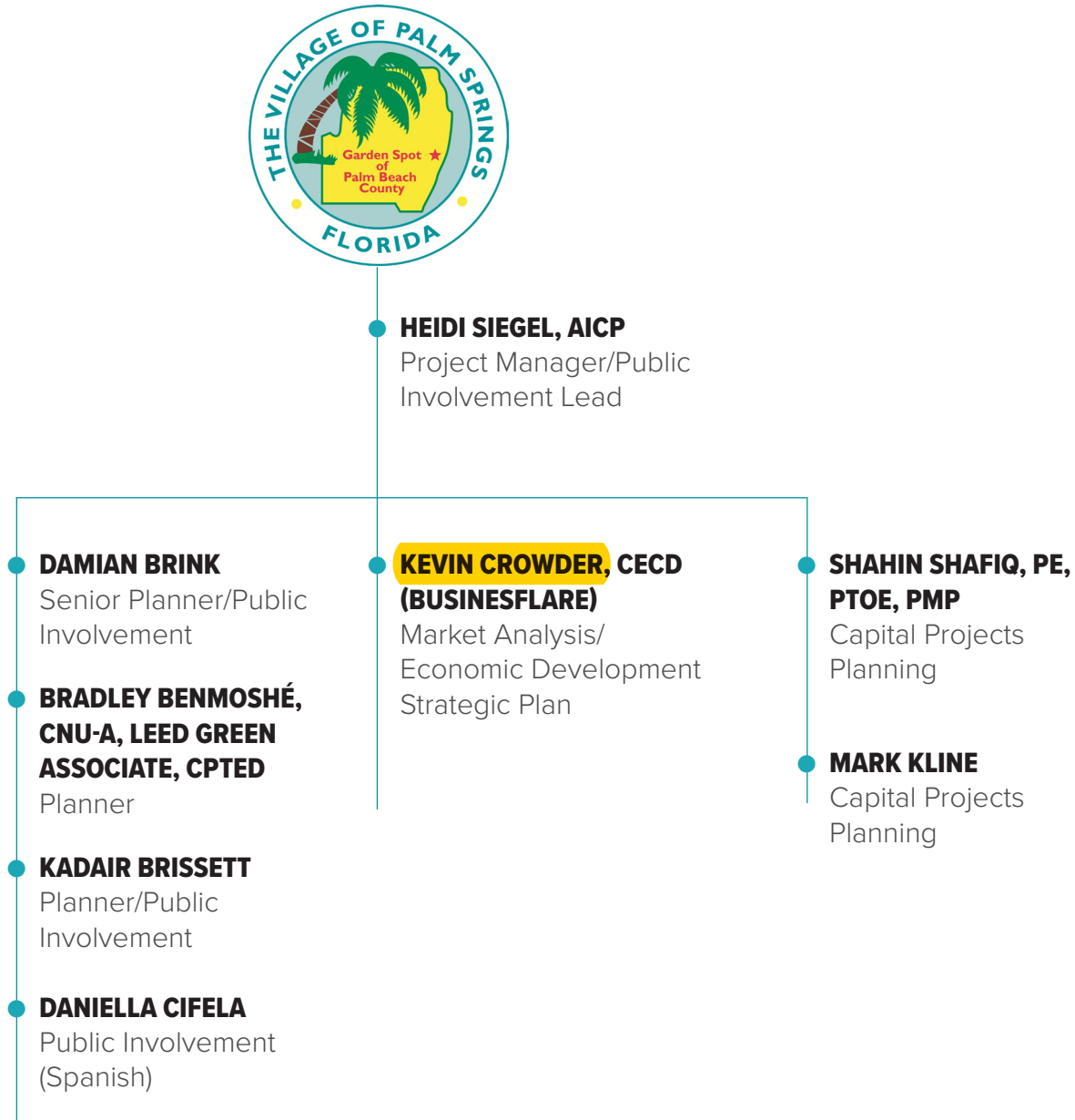
**TAB 4**

# **KEY PROPOSED PROJECT TEAM PERSONNEL**

**TAB 4  
Key Proposed  
Project Team  
Personnel**

## 4. KEY PROPOSED PROJECT TEAM PERSONNEL

### 4.1 Firm/Team Organizational Chart





## 4. KEY PROPOSED PROJECT TEAM PERSONNEL



### HEIDI SIEGEL, AICP

#### Project Manager/Public Involvement Lead

Ms. Siegel is the firm's Planning Director and specializes in reviewing, updating, and implementing land development regulations and comprehensive plans, as well as zoning review services. She has 20 years of experience in the planning and development field, in both the public and private sector. Her involvement in historic preservation planning, municipal operations, legislative matter and public speaking have aided in her extensive knowledge throughout her career. Prior to joining KCI (formerly Keith & Schnars), Ms. Siegel served as the City Manager for the Village of Biscayne Park in Miami-Dade County.

#### Education

MA, Historic Preservation,  
Georgia State University,  
1998

BA, History, Queens  
College, 1995

#### Professional Certifications

American Institute of  
Certified Planners (AICP),  
#023225

#### Professional Organizations

American Planning  
Association  
Florida Planning  
Association  
Broward County Bicycle  
and Pedestrian Advisory  
Committee, Chair

#### Awards & Recognitions

2016 Florida Preservation  
Award

#### Relevant Experience

- Avenue E Corridor Streetscape Study  
*Riviera Beach, FL*
- Miami Beach Comprehensive Plan  
*Miami Beach, FL*
- Lake Worth Beach Design Guidelines for Major Thoroughfares  
*Lake Worth Beach, FL*
- Osceola Park Community Redevelopment Plan Update  
*Delray Beach, FL*
- South Miami Community Redevelopment Agency Plan Update  
*Miami-Dade County, FL*
- City of Sunrise Comprehensive Plan Amendments and Data & Analysis Update  
*Sunrise, FL*
- City of Lauderdale Lakes Comprehensive Plan  
*Lauderdale Lakes, FL*
- Frog Alley Historic Resource Study  
*Delray Beach, FL*
- City of Miami Gardens Finding of Necessity  
*Miami Gardens, FL*
- Palm View Neighborhood Study  
*Miami Beach, FL*
- Hillsboro Ranches Neighborhood Study  
*Coconut Creek, FL*
- Oakland Park Cost Recovery Professional Services  
*Oakland Park, FL*

## 4. KEY PROPOSED PROJECT TEAM PERSONNEL



### DAMIAN BRINK

#### Senior Planner/Public Involvement

Mr. Brink has extensive experience in land use and urban planning, project management, land entitlements, and urban design working in both the public and private sectors. He has worked as an Urban/Land Planner and Project Manager obtaining land entitlement approvals for residential, commercial, and mixed-use development projects throughout South Florida and Mid-Atlantic regions.

#### Education

BA, Public and Urban Affairs with a Concentration in Urban Affairs and Planning, Virginia Tech

#### Professional Organizations

American Planning Association

Board Member for the Building Board of Adjustment & Appeals (City of Boynton Beach, FL)

#### Relevant Experience

- Avenue E Corridor Streetscape Study  
*Riviera Beach, FL*
- Mount Dora Historic Resource Services  
*Mount Dora, FL*
- Washington Park Landscape Design  
*North Miami Beach, FL*
- Burlington Self Storage Planning Services  
*Lantana, FL*
- DEFY Indoor Entertainment Park  
*Palm Springs, FL*
- Kingswood Academy Day Care  
*Palm Springs, FL*
- Palm Beach County Mecca Site DRI and Comprehensive Plan  
*Palm Beach County, FL*
- City of Parkland Planning  
*Parkland, FL*
- Oakmont Estates Planning Services  
*Wellington, FL*
- Sabal Grove (Centex/Lennar) Planning Services  
*Lantana, FL*
- Lighthouse Self Storage Planning Services  
*West Palm Beach, FL*
- Schmid Nichols  
*Urban Planner*
- Kilday & Associates Inc.  
*Project Manager/Land Use Planner*

## 4. KEY PROPOSED PROJECT TEAM PERSONNEL



### BRADLEY BENMOSHÉ, CNU-A, LEED GREEN ASSOCIATE, CPTED Planner

#### Education

MA, Architectural &  
Sustainable Design,  
University of Florida, 2017

BA, Architectural & Urban  
Design, University of  
Florida, 2014

#### Professional Certifications

LEED Green Associate,  
111091033

Project Management  
Institute, 2017

Crime Prevention Through  
Environmental Design  
(CPTED)

FDOT LAP Title VI & ADA

AutoCAD 2014

Leadership Development,  
Dale Carnegie Institute

Congress for New  
Urbanism (CNU-A)

Mr. Benmoshé is an urban planner and designer with an eclectic assortment of interdisciplinary experience gained from his work with architects, developers, consultants, and governmental agencies. This experience allows him to create architectural design standards that are practical within the confines of neighborhood scale and land development regulations. Mr. Benmoshé specializes in sustainable design and effective placemaking. Mr. Benmoshé has played a key role on other projects like the North Miami Community Redevelopment Agency's Chinatown Cultural Arts and Innovation District and Visioning Apopka, a Communitywide Strategic Vision Plan. For the City of Apopka, he created a signage program that sets the aesthetic tone for future developments. For the North Miami CRA, he created a unique set of design guidelines for both private and public spaces to help guide future investors and architects.

#### Relevant Experience

- Lake Worth Beach Design Beach Guidelines for Major Thoroughfares  
*Lake Worth Beach, FL*
- A Strategic Assessment of the Plantation Gateway CRA Plan  
*Plantation, FL*
- Hillsboro Ranches Neighborhood Study  
*Coconut Creek, FL*
- Village of North Palm Beach General Planning Services  
*North Palm Beach, FL*
- City of Sunrise Comprehensive Plan Amendments and Data & Analysis Update  
*Sunrise, FL*
- Town of Cutler Bay General Planning Services  
*Cutler Bay, FL*
- Miami Beach Comprehensive Plan  
*Miami Beach, FL*
- City of Lauderdale Lakes Comprehensive Plan  
*Lauderdale Lakes, FL*
- North Miami Chinatown Masterplan

## 4. KEY PROPOSED PROJECT TEAM PERSONNEL



### KADAI R BRISSETT Planner/Public Involvement

Mr. Brissett is a member of the KCI planning and urban design team. A prolific writer with an engaging personality, he has supported many of our recent projects. He has written large portions of the South Miami CRA Redevelopment Plan and is currently assessing the historic value of a neighborhood in Miami Beach.

#### Education

MA, Urban and Regional  
Planning, University of  
Florida (Ongoing Studies)

BA, Urban and Regional  
Planning, Florida Atlantic  
University

#### Relevant Experience

- Lauderdale Lakes Comprehensive Plan  
*Lauderdale Lakes, FL*
- Miami Beach Comprehensive Plan  
*Miami Beach, FL*
- Palm View Neighborhood Study  
*Miami Beach, FL*
- Miami Beach Comprehensive Plan  
*Miami Beach, FL*
- Osceola Park Community Redevelopment Plan Update  
*Delray Beach, FL*
- South Miami Community Redevelopment Agency Plan Update  
*South Miami, FL*

## 4. KEY PROPOSED PROJECT TEAM PERSONNEL



### KEVIN CROWDER, CECD

#### Market Analysis/Economic Development Strategic Plan

Mr. Crowder is the president of BusinessFlare Economic Development Solutions and is an IEDC Certified Economic Developer (CEcD). His primary areas of expertise are redevelopment and economic development planning and implementation, market research, craft breweries and live music strategies, nighttime economies, public private partnerships, feasibility assessments and government affairs. He is a prior member of the board of directors of the Florida Council of Public Private Partnerships (FCP3) and the Florida Redevelopment Association (FRA), and served as chair of the FRA Legislative Committee. He is a member of the Florida Redevelopment Association, the National Trust for Historic Preservation, the Key West Art & Historical Society, the Florida Venture Forum, the Urban Land Institute, and participant on ULI Technical Advisory Panels. Mr. Crowder has provided economic development consulting and market, economic, and feasibility analysis for:

#### Professional Organizations

Florida Council of Public Private Partnerships (FCP3)

Florida Redevelopment Association (FRA)

Chair, FRA Legislative Committee

Florida Redevelopment Association

National Trust for Historic Preservation

Key West Art & Historical Society

Florida Venture Forum

Urban Land Institute

ULI Technical Advisory Panel Participant

#### Relevant Experience

- Economic Development
  - Titusville, FL*
  - West Palm Beach, FL*
  - Stuart, FL*
  - Palm Bay, FL*
  - Miami Beach, FL*
- Retail Attraction
  - North Port, FL*
  - Lauderhill, FL*
  - Miami Beach, FL*
- Community Redevelopment
  - Alachua, FL*
  - Rockledge, FL*
  - Mount Dora, FL*
  - North Miami, FL*
  - North Miami Beach, FL*
  - Martin County, FL*
  - Naranja Lakes (Miami-Dade), FL*
  - Miami Beach, FL*
  - Palm Bay, FL*
- Market, Economic, Feasibility Analysis
  - North Miami Beach, FL*
  - North Miami, FL*
  - Las Brisas Marina Project Bahia Mar (Ft. Lauderdale)*
  - North Beach Town Center*
  - Golden Glades Interchange*
  - Snapper Creek Service Plaza*
  - Latin American Art Museum*
- Public Private Partnerships
  - City of Miami Beach, FL*
  - Davie, FL*
  - Miami Shores, FL*
  - North Miami, FL*
  - Cape Coral, FL*



## 4. KEY PROPOSED PROJECT TEAM PERSONNEL



### DANIELA CIFELLI

#### Public Involvement (Spanish)

##### Education

MLA, Landscape  
Architecture -  
Environmental &  
Urban Design, Florida  
International University,  
2017

AA, Architecture, Miami-  
Dade College, 2012

##### Professional Certifications

AutoCAD Certification

OSHA 10-Hour Training

Ms. Cifelli has extensive experience in a wide range of disciplines relating to the practice of architecture, landscape architecture and construction. She is familiar with design processes and can communicate ideas graphically through a variety of projects and approach proficient response to a given design problem. She is proficient in 3D imaging, graphic design presentation, and digital rendering which is an asset to our public participation process.

A native of Peru, Ms. Cifelli, will be involved in all aspects of this project to ensure maximum engagement with the Village's native Spanish speakers. As a professional on our team, she will be able to communicate directly with stakeholders as opposed to reliance on an interpreter.

##### Relevant Experience

- Turtle Run  
*Coral Springs, FL*
- HBC Grant Design Plans  
*Coconut Creek, FL*
- Big Pine Key Welcome Signage  
*Monroe County, FL*
- Hillsboro El Rio Park  
*Boca Raton, FL*
- Neighborhood Signage Concepts  
*Port St. Lucie, FL*
- SR 7/US 441 at Holmberg Road  
*Parkland, FL*
- SR 7/US 441 from North of Collum Road to South of Sawgrass  
Expressway  
*Coconut Creek, FL*
- South Fifth Neighborhood Signage  
*Miami Beach, FL*

## 4. KEY PROPOSED PROJECT TEAM PERSONNEL



### SHAHIN SHAFIQ, PE, PMP, PTOE Capital Projects Planning

Mr. Shafiq has over 16 years of responsible and diversified engineering experience in the transportation engineering projects. His primary areas of expertise are in highway design, PD&E, drainage, signing and pavement markings, signals and traffic engineering. Mr. Shafiq holds a bachelor's and master's degree in civil engineering, as well as a master's degree in computer science. He has in-depth experience water distribution systems and wastewater collection system design.

#### Education

Masters, Civil Engineering,  
Lamar University, 2003

Masters, Computer  
Science, Texas A&M, 2002

BS, Civil Engineering, BUET  
(Bangladesh), 1998

#### Professional Registrations

PE, Florida, 65195

#### Professional Certifications

PMP, Project Management  
Institute, 1389731

MOT Advanced

IMSA Signal Design Level 1

ICPR Version 4 Training

PTOE, 3238

#### Relevant Experience

- Turtle Run  
*Coral Springs, FL*
- Hillsboro El Rio Park  
*Boca Raton, FL*
- Coral Bay Development District  
*Coral Bay, FL*
- Terramar Park  
*Parkland, FL*
- Palm View Neighborhood Study  
*Miami Beach, FL*
- City of Doral General Services  
*Doral, FL*
- Coconut Creek Commerce Center  
*Coconut Creek, FL*

## 4. KEY PROPOSED PROJECT TEAM PERSONNEL



### MARK KLINE, PE Capital Projects Planning

Mr. Kline has over 35 years of engineering design and management experience with projects involving roadway design, transportation planning and land development. Mr. Kline has become proficient in the engineering design aspects of streetscape design, including complete streets. He has expertise in the use of various important design standards and criteria including the Florida Greenbook (Manual of Uniform Minimum Standards for Design, Construction and Maintenance).

#### Relevant Experience

- Turtle Run  
*Coral Springs, FL*
- Arch Creek Bike Path and Pedestrian Bridge LAP  
*North Miami, FL*
- Atlantic Boulevard/CPTED Enhancement  
*Pompano Beach, FL*
- Curtis Street Sidewalk  
*Port St. Lucie, FL*
- El Rio Trail  
*Boca Raton, FL*
- Las Olas Boulevard Beach Streetscape  
*Fort Lauderdale, FL*
- Oakland Park Water Main Improvements  
*Fort Lauderdale, FL*
- Palm Bay Parkway  
*Palm Bay, FL*
- Williams Island Boulevard  
*Aventura, FL*
- Yamato Road  
*Boca Raton, FL*

#### Education

BS, Civil Engineering, 1983

#### Professional Registrations

PE, Florida, 44016

#### Professional Certifications

ATSSA - Advanced Work  
Zone Traffic Control



## **TAB 5**

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# **PROJECT DELIVERY + APPROACH**

## 5. PROJECT DELIVERY + APPROACH

As central Palm Beach County continues to grow and begins to recover from the current economic impact, opportunities exist for businesses to locate to the Village of Palm Springs. The incorporation of current economic and market analyses, additional stakeholder input, and the creation of an Economic Development Strategic Plan **provides an opportunity to position the Village and CRA for redevelopment and appropriate growth.** As professional planners, KCI can also assess existing land use and zoning to determine whether current regulations are consistent with the desired outcomes of the plans.

Using our areas of expertise and past experience, KCI is capable of leading a community engagement process that is both engaging and equitable. Our final products will be clear, concise and contain original graphics and charts; our process will be transparent and stakeholder oriented.

We have developed a team that will approach the scope of work with innovation that will provide the CRA and community with an effective and beneficial outcome. We understand the importance of the Congress Avenue and Lake Worth Road Sub-districts, and the need to have a plan in place that promotes appropriate uses and both public and private investment. **As a full-service firm with both expertise in community redevelopment areas and engineering, we can produce a capital improvement plan that is realistic and provide immediate enhancements. Our engineers will make sure that the infrastructure improvements are properly identified so that the CRA can get right to work!**

**As we do not represent any developer interests in the Village or CRA, we offer this project a fresh-set of eyes that draws on our experience in similar municipalities but also is tailored specifically for the Palm Springs CRA.**

A combination of public input meetings and an analysis of the existing Palm Springs CRA Community Redevelopment Plan existing regulations, and existing infrastructure conditions will be conducted. As former municipal planners, we understand the importance of a process that is based on consensus building and is transparent. These key factors: consensus building and transparency will allow the final product to move forward through the approval process efficiently, with support, and be implementable.

Included in the final product will be an Opportunities and Constraints Analysis, a general 10-year work plan, a five-year capital improvement plan, and an Economic Development Plan. Our work will provide graphics, be visually enticing, and forward thinking.

### STAKEHOLDER COMMUNICATION AND INPUT

It is our experience that the most successful community redevelopment plans are those that have extensive stakeholder involvement. We have designed a work plan that allows us to engage with the public from the



## 5. PROJECT DELIVERY + APPROACH

very beginning of the project and throughout the process. Early in the project we will hold a series of meetings to inform the stakeholders of the project's scope and seek feedback on desires and challenges within the community redevelopment area sub-districts. We are actively adjusting our public input process based on social distancing guidelines and CDC recommendations. **Regardless of the format, these meetings will be formatted as an “open-mic” style event where all feedback will be welcomed. We will summarize on charts during the events so that all stakeholders see that their feedback was captured and that they were “heard.”**

In addition to the public input meetings, we will also engage with elected officials, the Planning and Zoning Board, neighborhood representatives, developers, business groups, real estate agents, Village staff, surrounding community representatives, and other interested parties. **We have experience in both in-person and online outreach efforts. We will be creative in our outreach efforts to accommodate everyone.**

Follow-up meetings will be held, in a workshop-style environment, as we begin to compile and craft a vision for the CRA. **These meetings may be held as topic-specific and area-specific sessions over the course of several days.** For example, each sub-district may have a specific session, open to the entire public, where we review development types and infrastructure projects. Properties that may be annexed into the Village may have a specific session.

Our public meetings are interactive using a variety of techniques. The techniques chosen are based on the topic and participants. **Some of the tools in our tool box include online surveys at meetings and throughout the project, table-top drawing exercises on aerial maps, roundtable discussions, 3-D visualization, and open house passive review of progress.** Due to the extensive topics covered in this scope of work, we envision using all of these techniques.

### TECHNICAL APPROACH

The following is a typical scope of work with deliverables we would use in this type of project. We will tailor it to specific needs and desired outcomes upon consultation with CRA staff. This schedule can be adjusted based on the CRA's needs.

#### Task 1: Project Initiation Meeting

KCI will organize and facilitate a project initiation meeting with CRA staff to review the process and timeline for the project and related tasks.

##### Deliverables

- ▶ Meeting Agendas
- ▶ Attend and Facilitate Meeting
- ▶ Summary Notes

## 5. PROJECT DELIVERY + APPROACH

### Task 2: Site Inventory and Analysis

KCI will perform a site inventory and analysis for the project area. This examination will include existing roadway corridors, lighting, landscape, utilities, stormwater, land use and property ownership, forms of circulation and the current level of community policing activity.

#### Deliverables

- ▶ Site Inventory and Analysis Report

### Task 3: CRA Board Workshop

KCI will plan and facilitate a workshop session with the CRA Board and CRA staff. The goal of this meeting will be to gather feedback and vision for the Palm Springs CRA.

#### Deliverables

- ▶ Meeting Agenda
- ▶ Attend and Facilitate Meeting
- ▶ Summary Notes

### Task 4: Public Involvement

In order to collect and incorporate community and stakeholder feedback into the Community Redevelopment Plan Update and the Economic Development Plan, KCI will plan, conduct, and analyze results from the community consensus meetings to gather input on priority projects and the vision for the CRA. Meetings will include bilingual KCI team members and will use a variety of public input methods. Meetings will be conducted throughout the process as outlined above.

#### Deliverables

- ▶ Community Meeting Results Analysis

### Task 5: Community Redevelopment Plan Update

KCI will prepare a Community Redevelopment Plan update that outlines and identifies development and redevelopment needs of the CRA as well as specific projects to address those needs. The Plan shall follow statutory requirements and be consistent with the Village's Comprehensive Plan.

The Community Redevelopment Plan update shall include the following:

- ▶ A review of tax base and ownership data, property lines and right-of-way boundaries
- ▶ Evaluation of current land uses, future land use/zoning designations and recommendation for changes to facilitate redevelopment

## 5. PROJECT DELIVERY + APPROACH

- ▶ Evaluation of what makes the Palm Springs CRA unique and steps that the Village can take to preserve, nurture and promote these features
- ▶ Qualitative and quantitative information to assess economic trends and forecasts, business development, transportation and infrastructure, the role of private property owners and local businesses, and other factors affecting the economic and cultural vitality of the two CRA sub-districts
- ▶ Review and analysis of real estate market trends and property values to provide projections for TIF revenues within the CRA area
- ▶ Evaluation of vacant and underutilized properties within the CRA and determine a strategy for encouraging and facilitating (re)development or revitalization
- ▶ Evaluation of existing infrastructure, and an assessment of opportunities and constraints to complete capital projects
- ▶ Review of the Lake Worth Road Multimodal Corridor Study, as well as FDOT RRR Report, and determine strategies to complement road project to fulfill objectives for complete streets/multi-modal corridor
- ▶ Preparation of an Opportunities and Constraints analysis
- ▶ Development of a vision and goals, objectives and policies to support the elimination of the blighting conditions outlined in the Finding of Necessities Reports and to support economic development and job creation
- ▶ Development of action-oriented strategies that encourage private investment in revitalization of the Congress Avenue and Lake Worth Road districts while maximizing the return on public investment
- ▶ Identification of strategies to work with Palm Beach County and other local government agencies to complete requisite capital projects
- ▶ Identify various grant opportunities to support capital projects
- ▶ Review and recommendation of other Florida cities' CRA grant programs, as well as those of Palm Beach County and the State of Florida, specific to business incentives or financial assistance in response to economic impact from storm events, pandemic or other hazards



## 5. PROJECT DELIVERY + APPROACH

- ▶ Review and recommendation of other Florida cities' economic development incentives, as well as those of Palm Beach County and the State of Florida
- ▶ Recommendations for the use of public resources within the CRA, which may include recommendations regarding the acquisition and disposition of land in the area
- ▶ Creation of a general 10-year work program and time-frame within which public and private resources may be used to accomplish redevelopment activities
- ▶ Development of five-year capital and operating budgets with identification of potential funding sources including estimation of infrastructure improvement costs

### Deliverables

- ▶ Draft Community Redevelopment Area Plan update
- ▶ Final Community Redevelopment Area Plan update

### Task 6: Economic Development Strategic Plan

KCI will prepare an Economic Development Strategic Plan that will create a road map for CRA economic development activities. The Economic Development Strategic Plan will be reconciled with the Community Redevelopment Area Plan update. The Economic Development Strategic Plan shall include the following:

- ▶ Yearly trend analysis and projections of demographic and socioeconomic data
- ▶ Assessment of current economic market and climate
- ▶ Summary of current local business composition and employment segregated by sector, number of establishments, unemployment, payroll, average/median wages for the entire Village and segregated by each CRA district with forecasts
- ▶ Assessment and inventory of public/private local, state and federal resource programs that could assist with the implementation of the Community Redevelopment Plan
- ▶ A strengths, weaknesses, opportunities and constraints (SWOC) analysis including areas to leverage for future development, develop-able nodes/parcels, recommended development focus
- ▶ Information on economic trends, projected areas of growth and the regional context including target industries/principal land uses, economic strategies and policies
- ▶ Identification and analysis of the CRA's market potential for future/new businesses, infrastructure, opportunities, and activities (including public and private projects) that would draw new commerce, creation and expansion of the daytime and evening economy, residents and visitors, and recommendations for implementation
- ▶ Development of a business strategy plan to project future business development potential and include the optimal mix of business types for the Congress Avenue and Lake Worth Road sub-districts' current economic market and climate including the potential for an evening economy and how that relatively non-existent sector would be driven

## 5. PROJECT DELIVERY + APPROACH

- ▶ Preparation of a locally based Economic Development Strategy, with five (5) year and ten (10) year implementation plan(s) with policies, projects and programs, medium-and long-term prioritization for taking advantage of the opportunities and solving economic development challenges of the area including staffing/budget considerations

### **Deliverables**

- ▶ Draft Economic Development Strategic Plan
- ▶ Final Economic Development Strategic Plan

### **Task 7: Review Process for the Community Redevelopment Plan Update and Economic Development Strategic Plan**

Following the preparation of the Community Redevelopment Plan Update and the Economic Development Strategic Plan, the KCI present the draft plans to the CRA Board. The presentation will address how the analyses conducted during Task 2 and the community outreach and visioning sessions conducted during Tasks 3 and 4 were utilized in the preparation of the plan updates.

Following Florida Statutes, KCI will present the Community Redevelopment Plan Update to the Village Council and the Local Planning Agency (LPA) for a finding of consistency with the Village's Comprehensive Plan.

KCI will then present the final documents to the CRA Board for approval and adoption.

KCI will work with CRA staff in the creation of all public notices and notification to all taxing authorities.

### **Deliverables**

- ▶ Presentations to the CRA Board, Local Planning Agency, and Village Council
- ▶ Coordination with CRA Staff

### **Task 8: Project Coordination**

During the life of this project, the KCI will hold regularly scheduled meetings with CRA staff to discuss the status of the project.

### **Deliverables**

- ▶ Agendas for the meetings
- ▶ Summary minutes of the meetings



## 5. PROJECT DELIVERY + APPROACH

The KCI team is committed to managing the project to meet the Village's schedule and budget requirements.

### PROPOSED SCHEDULE

| TASK                                                                                                       | TIME (IN MONTHS) |   |   |   |   |   |   |   |   |
|------------------------------------------------------------------------------------------------------------|------------------|---|---|---|---|---|---|---|---|
|                                                                                                            | 1                | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| Task 1: Project Initiation Meeting                                                                         |                  |   |   |   |   |   |   |   |   |
| Task 2: Site Inventory and Analysis                                                                        |                  |   |   |   |   |   |   |   |   |
| Task 3: CRA Board Workshop                                                                                 |                  |   |   |   |   |   |   |   |   |
| Task 4: Public Involvement                                                                                 |                  |   |   |   |   |   |   |   |   |
| Task 5: Community Redevelopment Plan Update                                                                |                  |   |   |   |   |   |   |   |   |
| Task 6: Economic Development Strategic Plan                                                                |                  |   |   |   |   |   |   |   |   |
| Task 7: Review Process for the Community Redevelopment Plan Update and Economic Development Strategic Plan |                  |   |   |   |   |   |   |   |   |
| Task 8: Project Coordination                                                                               |                  |   |   |   |   |   |   |   |   |



## 5. PROJECT DELIVERY + APPROACH

### INNOVATION

Using the Palm Springs CRA Community Redevelopment Plan as guiding principal, KCI intends to approach this project with innovation.

#### Visual Technology

Using 3-D modeling and short “fly-through” video clips, we can present proposed redevelopment strategies in a realistic format. This approach allows us to demonstrate what types of buildings the new strategies may achieve. In our experience, this is helpful when you introduce new building forms to areas that are predominately underutilized parcels. Through technology we are able to discuss scale, massing, and siting of these new buildings and uses.

#### New Housing Opportunities

While the current Redevelopment Plan **does not prioritize** new housing in the short-term, it does acknowledge the need for new residences along existing public transportation routes and housing within mixed use projects that are both affordable and market rate. We will work with the community to identify long-term housing needs so that the CRA will be able to incrementally plan through the installation of needed infrastructure and the identification of development partners and funding sources.

*“... to stimulate and encourage economic development, provide increased public amenities, improve pedestrian/bicycle safety and effectively manage redevelopment within the CRA to realize the Village’s vision and long-term community goals. Short-term (up to two years) and long-term (up to 10 years) capital improvements projects and other programs/activities are identified as a means of addressing these issues in a way that will maximize leveraging of local, state and federal resources in the implementation of this plan.”*

#### Requiring Lot Assemblage to Increase Redevelopment and Investment

Encouraging lot assemblage of existing underutilized parcels will attract redevelopment. In turn, there are opportunities through mixed use development to improve community connections. Regulations can require or encourage Crime Prevention Through Environmental Design (CPTED) principles, inclusion of community gathering places, and updated infrastructure.

#### Identify And Encourage Appropriate Neighborhood Scale Commercial Uses

The existing plan identifies concerns about jobs, missing goods and services, and limited need to retain affordable and safe housing for the Village’s residents. Opportunities exist to create a tiered structure for types of uses that target key areas of concern for the sub-districts. While commercial development is often market driven, KCI will recommend programs and regulations that are market-informed and Palm Springs specific.



**TAB 6**

## **REFERENCES**

## 6. REFERENCES

### EXHIBIT D - PROJECT SPECIFIC REFERENCE FORM

**Company under Review:** KCI Technologies  
**Reference:** Evan Fancher  
 (Name of Company giving Reference)  
**Name/Title:** Former Director South Miami CRA (Current Executive Director Plantation CRA)  
 (Name and Title of person giving Reference)  
**Project:** South Miami CRA Plan Update, Time Extension, and Boundary Expansion  
 (Project for which references are being provided)  
**Project Manager:** Heidi Siegel, AICP  
**Lead Professional:** Heidi Siegel, AICP  
**Other Key Project Personnel:** Bradley Benmoshe, Samantha Kanach, Kadair Brissett  
**RFP Number & Title:** 2020R-001 CRA Community Redevelopment Plan Modification and Preparation of Economic Development Strategic Plan  
**Telephone:** 205-478-6400 **Fax:**

#### Describe the scope of work of the contract awarded by your company/agency to this contractor:

The South Miami Community Redevelopment Agency (CRA) was established in 1996. An Update of the Redevelopment Plan was required as part of a request for extension of the timeframe of the CRA and to create a vision and work plan that reflected current conditions and opportunities. KCI used graphics and provided future redevelopment strategies in a visual format as part of the update.

| No. | Questions                                                                                                                                         | Rating | Comments                        |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------------------------|
| 1.  | Rate the level of commitment of the firm to your project. Did they devote the time and management staff necessary for successful and timely work? | 5      | Extra Time                      |
| 2.  | Rate the quality of customer service and the competence and accessibility of the personnel.                                                       | 5      |                                 |
| 3.  | Rate how well the firm listened and understood the project specific needs of your organization.                                                   | 5      |                                 |
| 4.  | Rate how well the firm met the major schedule milestones for the project.                                                                         | 4      |                                 |
| 5.  | Rate the firm's success at minimizing and controlling potential mistakes. Were there bid addendums, contract change orders, etc.                  | 5      |                                 |
| 6.  | Rate the overall quality of the work.                                                                                                             | 5      | They produced a wonderful plan. |

# 6. REFERENCES

|                                                               |                                                                                          |   |  |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------|---|--|
| 7.                                                            | Rate the technical competence of the firm and its consultants.                           | 5 |  |
| 8.                                                            | Rate the integrity and professionalism of the firm.                                      | 5 |  |
| 9.                                                            | If you have a similar contract to undertake in the future, would the firm be considered? |   |  |
| <input checked="" type="radio"/> Yes <input type="radio"/> No |                                                                                          |   |  |

Rating:            1=Poor    2=Fair    3=Average    4=Good    5=Excellent



Signature

5/26/2020

Date



## 6. REFERENCES

### EXHIBIT D - PROJECT SPECIFIC REFERENCE FORM

**Company under Review:** KCI Technologies  
**Reference:** City of Lake Worth Beach  
 (Name of Company giving Reference)  
**Name/Title:** William Waters, Director of Community Sustainability  
 (Name and Title of person giving Reference)  
**Project:** Lake Worth Beach Major Thoroughfare Design Guidelines  
 (Project for which references are being provided)  
**Project Manager:** Heidi Siegel, AICP  
**Lead Professional:** Heidi Siegel, AICP  
**Other Key Project Personnel:** Bradley Benmoshe

**RFP Number & Title:** 2020R-001 CRA Community Redevelopment Plan Modification and Preparation of Economic Development Strategic Plan  
**Telephone:** 561-586-1163 **Fax:** \_\_\_\_\_

**Describe the scope of work of the contract awarded by your company/agency to this contractor:**

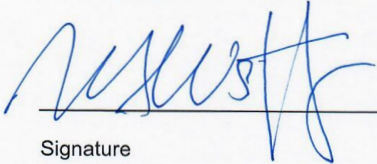
Creation of design guidelines document to address redevelopment along the City's major corridors.

| No. | Questions                                                                                                                                         | Rating | Comments                         |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------|--------|----------------------------------|
| 1.  | Rate the level of commitment of the firm to your project. Did they devote the time and management staff necessary for successful and timely work? | 5      | KCI WAS EXCELLENT ON THE PROJECT |
| 2.  | Rate the quality of customer service and the competence and accessibility of the personnel.                                                       | 5      | ALWAYS RESPONSIVE                |
| 3.  | Rate how well the firm listened and understood the project specific needs of your organization.                                                   | 5      |                                  |
| 4.  | Rate how well the firm met the major schedule milestones for the project.                                                                         | 5      | WKT & EXCEEDED ALL DEADLINES     |
| 5.  | Rate the firm's success at minimizing and controlling potential mistakes. Were there bid addendums, contract change orders, etc.                  | 4      | VERY GOOD ATTEMPT TO DETAILS     |
| 6.  | Rate the overall quality of the work.                                                                                                             | 5      | VERY WELL RECEIVED               |

6. REFERENCES

|    |                                                                                                                    |   |                 |
|----|--------------------------------------------------------------------------------------------------------------------|---|-----------------|
| 7. | Rate the technical competence of the firm and its consultants.                                                     | 5 | EXCELLENT STAFF |
| 8. | Rate the integrity and professionalism of the firm.                                                                | 5 | EXCELLENT       |
| 9. | If you have a similar contract to undertake in the future, would the firm be considered?<br><div>Yes      No</div> | 5 | MOST WORTHY     |

Rating:      1=Poor      2=Fair      3=Average      4=Good      5=Excellent



5/29/2020

Signature

Date

## 6. REFERENCES

### EXHIBIT D - PROJECT SPECIFIC REFERENCE FORM

**Company under**

**Review:** BusinessFlare LLC

**RFP Number & Title:** 2020R-001 CRA

Community Redevelopment Plan

Modification and Preparation of Economic  
Development Strategic Plan

**Reference:** City of West Palm Beach  
(Name of Company giving Reference)

**Name/Title:** Chris Roog, Economic Development Director  
(Name and Title of person giving Reference)

**Telephone:** 561.262.6901 **Fax:** \_\_\_\_\_

**Project:** Economic Development Strategic Plan  
(Project for which references are being provided)

**Project Manager:** Kevin Crowder

**Lead Professional:** Kevin Crowder

**Other Key Project Personnel:** n/a

**Describe the scope of work of the contract awarded by your company/agency to this contractor:**

This was the creation of the City's first strategic plan with research, analysis and implementation. The project was led by BusinessFlare principal Kevin Crowder in his capacity as economic development director for another firm at the time, but the process he used is the BusinessFlare Approach.

| No. | Questions                                                                                                                                         | Rating | Comments                                   |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------------------------------------------|
| 1.  | Rate the level of commitment of the firm to your project. Did they devote the time and management staff necessary for successful and timely work? | 5      |                                            |
| 2.  | Rate the quality of customer service and the competence and accessibility of the personnel.                                                       | 5      |                                            |
| 3.  | Rate how well the firm listened and understood the project specific needs of your organization.                                                   | 5      |                                            |
| 4.  | Rate how well the firm met the major schedule milestones for the project.                                                                         | 5      |                                            |
| 5.  | Rate the firm's success at minimizing and controlling potential mistakes. Were there bid addendums, contract change orders, etc.                  | 4      | We were on a tight deadline                |
| 6.  | Rate the overall quality of the work.                                                                                                             | 4      | Kevin had to fix problems from other staff |

## 6. REFERENCES

|    |                                                                                          |     |  |
|----|------------------------------------------------------------------------------------------|-----|--|
| 7. | Rate the technical competence of the firm and its consultants.                           | 5   |  |
| 8. | Rate the integrity and professionalism of the firm.                                      | 5   |  |
| 9. | If you have a similar contract to undertake in the future, would the firm be considered? | Yes |  |
|    | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                      |     |  |

Rating:      1=Poor      2=Fair      3=Average      4=Good      5=Excellent

Christopher Roog

06/03/2020

Signature

Date

## 6. REFERENCES

### EXHIBIT D - PROJECT SPECIFIC REFERENCE FORM

Company under Review: KCI Technologies

RFP Number & Title: 2020R-001 CRA Community Redevelopment Plan Modification and Preparation of Economic Development Strategic Plan

Reference: Riviera Beach CRA  
(Name of Company giving Reference)

Name/Title: Scott Evans, Executive Director  
(Name and Title of person giving Reference)

Project: Avenue E Streetscape Study  
(Project for which references are being provided)

Telephone: 561-844-3408 Fax: \_\_\_\_\_

Project Manager: Heidi Siegel, AICP

Lead Professional: Heidi Siegel, AICP

Other Key Project Personnel: Damian Brink, Bradley Benmoshe, Samantha Kanach, Kadair Brissett

#### Describe the scope of work of the contract awarded by your company/agency to this contractor:

KCI is providing professional services to the Riviera Beach CRA. Scope of Work includes analysis and recommendations regarding the existing CRA Plan and programs, analysis and recommendations regarding the existing land use and zoning regulations, creation of Avenue E specific architectural standards, and conceptual design of the Avenue E Streetscape.

| No. | Questions                                                                                                                                         | Rating | Comments                              |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------------------------------|
| 1.  | Rate the level of commitment of the firm to your project. Did they devote the time and management staff necessary for successful and timely work? | 5      | The company was efficient and timely  |
| 2.  | Rate the quality of customer service and the competence and accessibility of the personnel.                                                       | 5      | Great service                         |
| 3.  | Rate how well the firm listened and understood the project specific needs of your organization.                                                   | 5      |                                       |
| 4.  | Rate how well the firm met the major schedule milestones for the project.                                                                         | 5      |                                       |
| 5.  | Rate the firm's success at minimizing and controlling potential mistakes. Were there bid addendums, contract change orders, etc.                  | 5      |                                       |
| 6.  | Rate the overall quality of the work.                                                                                                             | 5      | Their attention to detail was awesome |



6. REFERENCES

|                                                               |                                                                                          |   |                                             |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------|---|---------------------------------------------|
| 7.                                                            | Rate the technical competence of the firm and its consultants.                           | 5 | High Competency level                       |
| 8.                                                            | Rate the integrity and professionalism of the firm.                                      | 5 | They do very well in Political environments |
| 9.                                                            | If you have a similar contract to undertake in the future, would the firm be considered? | 5 | 100%                                        |
| <input checked="" type="radio"/> Yes <input type="radio"/> No |                                                                                          |   |                                             |

Rating:            1=Poor        2=Fair    3=Average        4=Good        5=Excellent

  
Signature

6/3/20  
Date



## **TAB 7**

---

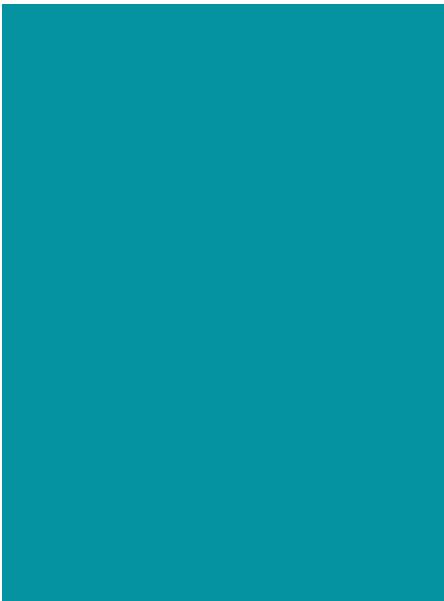
# **FEES FOR PROFESSIONAL SERVICES**

## 7. FEES FOR PROFESSIONAL SERVICES

### TASK

### FEE

|                                                                                                            |             |
|------------------------------------------------------------------------------------------------------------|-------------|
| Task 1: Project Initiation Meeting                                                                         | \$500.00    |
| Task 2: Site Inventory and Analysis                                                                        | \$4,900.00  |
| Task 3: CRA Board Workshop                                                                                 | \$2,600.00  |
| Task 4: Public Involvement                                                                                 | \$9,400.00  |
| Task 5: Community Redevelopment Plan Update                                                                | \$14,100.00 |
| Task 6: Economic Development Strategic Plan                                                                | \$20,000.00 |
| Task 7: Review Process for the Community Redevelopment Plan Update and Economic Development Strategic Plan | \$5,000.00  |
| Task 8: Project Coordination                                                                               | \$2,500.00  |
| Total Proposed Fee                                                                                         | \$59,000.00 |





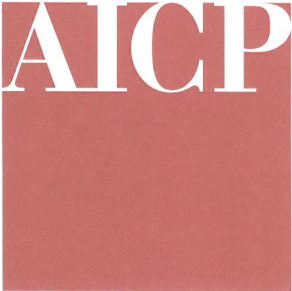


**TAB 8**

**ATTACHMENTS**

# 8. ATTACHMENTS

## 8.1 LICENSES/REGISTRATIONS

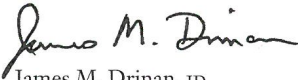


This certificate hereby qualifies

**Heidi L. Siegel, AICP**

as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 023225



James M. Drinan, JD  
Executive Director



Valerie J. Hubbard, FAICP  
President



The American Planning Association's  
Professional Institute



American Institute  
of Certified Planners

Making Great Communities Happen



# 8. ATTACHMENTS

## 8.1 LICENSES/REGISTRATIONS



Ron DeSantis, Governor



**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE  
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**KCI TECHNOLOGIES, INC.**

4041 CRESCENT PARK DRIVE  
RIVERVIEW FL 33578

**LICENSE NUMBER: CA4898**

**EXPIRATION DATE: FEBRUARY 28, 2021**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

**VALID OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020**

**DBA:** KCI TECHNOLOGIES INC

**Business Name:** KCI TECHNOLOGIES INC

**Owner Name:** KCI TECHNOLOGIES INC

**Business Location:** 6500 N ANDREWS AVE  
FT LAUDERDALE

**Business Phone:** 4103167800

**Receipt #:** 315-297150

**Business Type:** ENGINEER (ENGINEERING)

**Business Opened:** 02/21/2019

**State/County/Cert/Reg:** 4898

**Exemption Code:**

Rooms

Seats

Employees  
78

Machines

Professionals

| For Vending Business Only |              |         |         | Vending Type: |                 |            |
|---------------------------|--------------|---------|---------|---------------|-----------------|------------|
| Tax Amount                | Transfer Fee | NSF Fee | Penalty | Prior Years   | Collection Cost | Total Paid |
| 45.00                     | 0.00         | 0.00    | 0.00    | 0.00          | 0.00            | 45.00      |

**THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

**THIS BECOMES A TAX RECEIPT**

**WHEN VALIDATED**

**Mailing Address:**

KCI TECHNOLOGIES INC  
6500 N ANDREWS AVE  
FT LAUDERDALE, FL 33309

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

**Receipt #13B-18-00007398**  
**Paid 07/23/2019 45.00**

**2019 - 2020**

## 8. ATTACHMENTS

### 8.1 LICENSES/REGISTRATIONS

# United States of America

United States Patent and Trademark Office

## BusinessFlare

**Reg. No. 4,393,691**

**Registered Aug. 27, 2013**

**Int. Cl.: 35**

**SERVICE MARK**

**PRINCIPAL REGISTER**

NEIGHBORHOOD EQUITY STRATEGIES, LLC (FLORIDA LIMITED LIABILITY COMPANY)  
8930 NE 8TH AVE #906  
MIAMI SHORES, FL 33138

FOR: BUSINESS CONSULTING SERVICES, NAMELY, PROVIDING ASSISTANCE IN DEVELOPMENT OF BUSINESS STRATEGIES AND CREATIVE IDEATION; BUSINESS DEVELOPMENT CONSULTING SERVICES; BUSINESS DEVELOPMENT SERVICES; BUSINESS DEVELOPMENT SERVICES, NAMELY, PROVIDING START-UP SUPPORT FOR BUSINESSES OF OTHERS; BUSINESS STRATEGY DEVELOPMENT SERVICES; DEVELOPMENT OF CONCEPTS FOR BUSINESS ECONOMY; MANAGEMENT CONSULTING AND ADVISORY SERVICES IN THE AREAS OF CORPORATE GROWTH STRATEGY, INNOVATION AND GROWTH PROCESSES, ORGANIZATIONAL TRANSFORMATION, AND TALENT MANAGEMENT AND DEVELOPMENT STRATEGIES; NEW BUSINESS VENTURE DEVELOPMENT AND FORMATION CONSULTING SERVICES; PLANNING AND CONDUCTING OF TRADE FAIRS, EXHIBITIONS AND PRESENTATIONS FOR ECONOMIC OR ADVERTISING PURPOSES; PROGNOSIS ON ECONOMICAL AFFAIRS; PROMOTING ECONOMIC DEVELOPMENT IN THE UNITED STATES; PROVIDING INFORMATION AND ANALYSIS IN THE FIELDS OF ECONOMICS AND BUSINESS; PROVIDING INFORMATION AND NEWS IN THE FIELD OF BUSINESS, NAMELY, INFORMATION AND NEWS ON CURRENT EVENTS AND ON ECONOMIC, LEGISLATIVE, AND REGULATORY DEVELOPMENTS AS IT RELATES TO AND CAN IMPACT BUSINESSES; RESEARCH AND ANALYSIS IN THE FIELDS OF ECONOMICS AND ECONOMIC POLICY, IN CLASS 35 (U.S. CLS. 100, 101 AND 102).

FIRST USE 9-15-2012; IN COMMERCE 1-1-2013.

THE MARK CONSISTS OF STANDARD CHARACTERS WITHOUT CLAIM TO ANY PARTICULAR FONT, STYLE, SIZE, OR COLOR.

SN 85-657,534, FILED 6-21-2012.

IRA J. GOODSaid, EXAMINING ATTORNEY



*Lisa Storch*  
Acting Director of the United States Patent and Trademark Office



8. ATTACHMENTS

8.1 LICENSES/REGISTRATIONS



## 8. ATTACHMENTS

### 8.2. STATE OF FLORIDA PROOF OF INCORPORATION

# *State of Florida Department of State*

I certify from the records of this office that KCI TECHNOLOGIES, INC. is a Delaware corporation authorized to transact business in the State of Florida, qualified on April 19, 1989.

The document number of this corporation is P23975.

I further certify that said corporation has paid all fees due this office through December 31, 2019, that its most recent annual report/uniform business report was filed on January 17, 2019, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Ninth day of January, 2020*



*Randy R.*  
**Secretary of State**

Tracking Number: 1084935211CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

EXHIBIT E - CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, *Florida Statutes*. All Proposers must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Village of Palm Springs.

Furthermore, all Proposers must disclose the name of any Village employee who owns, directly or indirectly, an interest of more than five percent (5%) in the Proposer's firm or any of its branches.

The purpose of this disclosure form is to give the Village the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Village duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

- X   To the best of our knowledge, the undersigned firm has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for this Proposal.
- The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

KCI Technologies, Inc.  
Firm Name

  
Signature

Bruce Reed, PE/Regional Practice Leader  
Name and Title (Print or Type)

June 3, 2020  
Date



# 8. ATTACHMENTS

## EXHIBIT F- NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, *Florida Statutes*, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-Proposer, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [\$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

KCI Technologies, Inc.  
Firm Name

  
Signature

Bruce Reed, PE/Regional Practice Leader  
Name and Title (Print or Type)

June 3, 2020  
Date

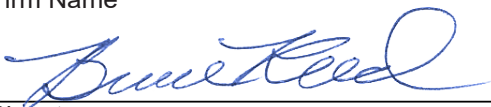
8. ATTACHMENTS

EXHIBIT G - DRUG-FREE WORKPLACE

KCI Technologies, Inc. \_\_\_\_\_ Is a drug-free workplace and has  
(Company Name)  
a substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Acknowledged by:

KCI Technologies, Inc. \_\_\_\_\_  
Firm Name

 \_\_\_\_\_  
Signature

Bruce Reed, PE/Regional Practice Leader \_\_\_\_\_  
Name and Title (Print or Type)

June 3, 2020 \_\_\_\_\_  
Date

## 8. ATTACHMENTS

### EXHIBIT H- NON-COLLUSION AFFIDAVIT

STATE OF Florida COUNTY OF Broward

Before me, the undersigned authority, personally appeared Bruce Reed, PE who,  
after being by me first duly sworn, deposes and says of his/her personal knowledge that:

- a. He/She is Regional Practice Leader of KCI Technologies, Inc. the Proposer  
that has submitted a Qualification to perform work for the following:
- RFP No. 2020R- 001 Title: Palm Springs CRA Community Redevelopment Plan  
Modification & Economic Development Strategic Plan
- b. He/She is fully informed respecting the preparation and contents of the attached Request for  
Proposals, and of all pertinent circumstances respecting such Solicitation.
- c. Such Proposal is genuine and is not a collusive or sham Proposal.
- d. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives,  
employees, or parties in interest, including this affiant, has in any way colluded, conspired,  
connived, or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a  
collusive or sham Proposal in connection with the Solicitation and contract for which the attached  
Proposal has been submitted or to refrain from proposing in connection with such Solicitation and  
contract, or has in any manner, directly or indirectly, sought by agreement or collusion or  
communication or conference with any other Proposer, firm, or person to fix the price or prices  
in the attached Proposal or any other Proposer, or to fix any overhead, profit, or cost element of  
the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion,  
conspiracy, connivance, or unlawful agreement any advantage against the Village or any person  
interested in the proposed contract.
- e. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any  
collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any of its  
agents, representatives, owners, employees, or parties in interest, including this affiant.

Bruce Reed  
Signature

STATE OF Florida )  
COUNTY OF Broward )

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this  
\_\_\_\_\_ this 3rd day of June, 2020, by Bruce Reed, PE.

Suzanne Eitler  
(Signature of Notary Public-State of Florida)



Print, type, or stamp commissioned name of \_\_\_\_\_

Personally Known ☒ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced: \_\_\_\_\_

EXHIBIT I -TRUTH-IN-NEGOTIATION CERTIFICATE

The undersigned warrants:

- i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreement and
- ii) that it has not paid or agreed to pay any person, company, corporation, individual, or firm other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.

The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.

This document must be executed by a Corporate Officer.

Name: Bayne Smith, PTOE, PE

Title: Corporate Secretary/Senior Vice President

Date: June 2, 2020

Signature: Bayne E Smith

# 8. ATTACHMENTS

**Form W-9**  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

**Request for Taxpayer  
Identification Number and Certification**

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

---

Print or type.  
See Specific Instructions on page 3.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**KCI Technologies, Inc.**

**2** Business name/disregarded entity name, if different from above

**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC  
  
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

☐ C Corporation    ☒ S Corporation    ☐ Partnership    ☐ Trust/estate  
  
☐ Other (see instructions) ►

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
  
Exemption from FATCA reporting code (if any) \_\_\_\_\_  
(Applies to accounts maintained outside the U.S.)

**5** Address (number, street, and apt. or suite no.) See instructions.  
**936 Ridgebrook Road**

**6** City, state, and ZIP code  
**Sparks, MD 21152**

**7** List account number(s) here (optional)

Requester's name and address (optional)

---

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

|  |  |  |   |  |  |  |
|--|--|--|---|--|--|--|
|  |  |  | - |  |  |  |
|--|--|--|---|--|--|--|

**or**

**Employer identification number**

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| 5 | 2 | - | 1 | 6 | 0 | 4 | 3 | 8 | 6 |
|---|---|---|---|---|---|---|---|---|---|

---

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**

Signature of U.S. person ►

Date ► 01/02/2020

---

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

- Form 1099-INT (interest earned or paid)

Cat. No. 10231X

Form **W-9** (Rev. 10-2018)





## **TAB 9**

---

# **ADDITIONAL RFP INFORMATION**

## 9. ADDITIONAL RFP INFORMATION

We have included two recently completed plans after this tab.

The South Miami CRA Plan includes Redevelopment Action Items & Strategies that are specific to the CRA's programs and vacant and underutilized sites identified by our team.

The Delray Beach Osceola Park Neighborhood 2019 Redevelopment Plan Update identifies actionable items as Priorities and Strategies.

Our work for the Palm Springs CRA will be specific to Palm Springs with similar opportunities for innovation in the final product.



---

# SOUTH MIAMI CRA PLAN





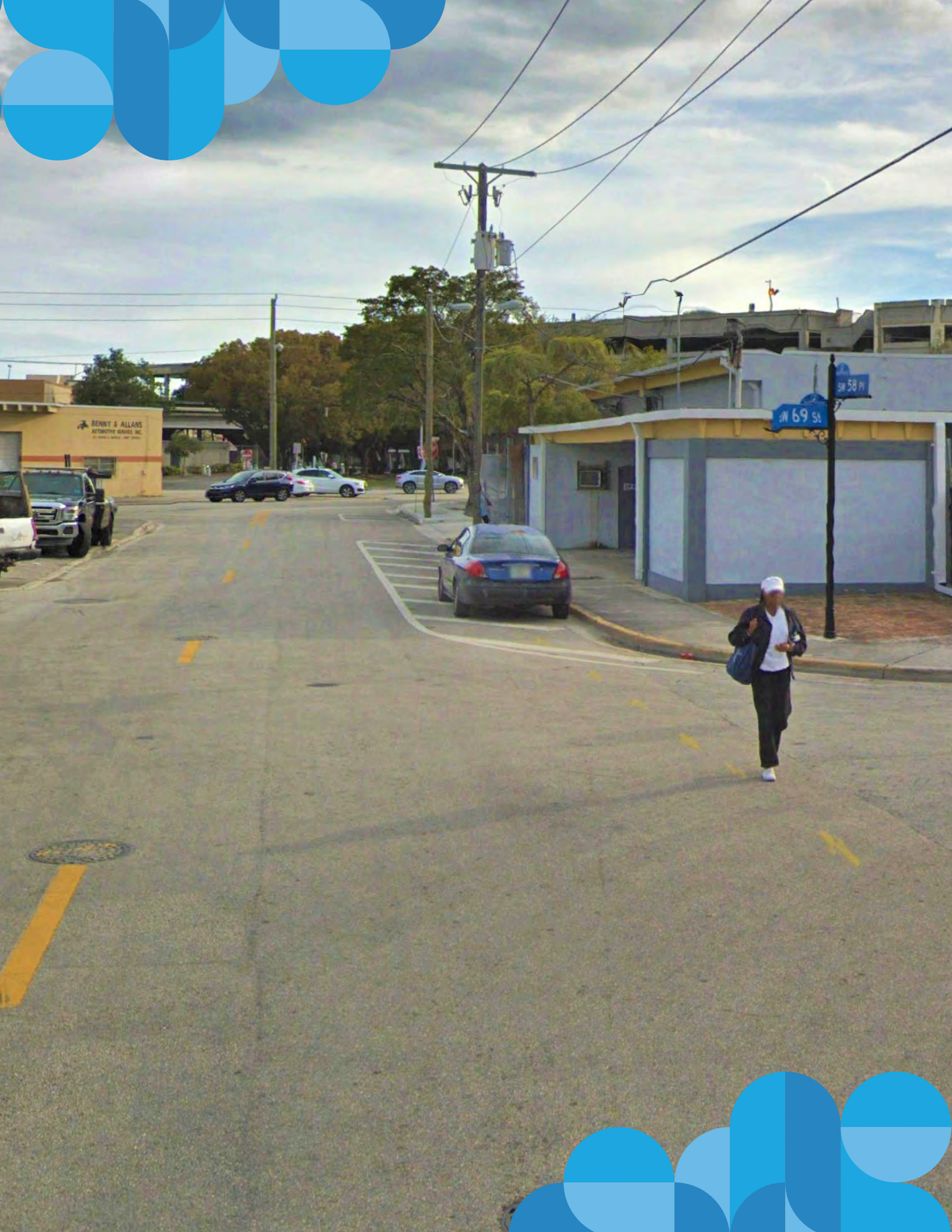
# SOUTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

## COMMUNITY REDEVELOPMENT PLAN

AMENDED EFFECTIVE \_\_\_\_\_ 2020











# CONTENTS

|    |                                                          |
|----|----------------------------------------------------------|
| 6  | <u>EXECUTIVE SUMMARY</u>                                 |
| 12 | <u>REDEVELOPMENT STRATEGIES</u>                          |
| 42 | <u>CRA MARKET ANALYSIS &amp; TAX INCREMENT FINANCING</u> |
| 46 | <u>COMPLIANCE WITH FLORIDA STATUTES 163.362</u>          |
| 55 | <u>APPENDICES</u>                                        |



South Miami Community Redevelopment Agency

## CRA LOCATION & SURROUNDING CONTEXT



South Miami CRA Boundary



City of South Miami Boundary



Map created on September 18, 2019



## COMMUNITY REDEVELOPMENT AREA BOUNDARY





## CHAPTER 1

# EXECUTIVE SUMMARY



# INTRODUCTION

On November 15, 2018, the South Miami Community Redevelopment Agency (South Miami CRA) retained KCI Technologies, Inc. to prepare a draft community redevelopment plan that outlines and identifies development and redevelopment needs of the Community Redevelopment Area (CRA), as well as specific projects to address those needs. The Plan that follows gives a brief overview of the South Miami CRA, its current redevelopment projects, and develops action items to foster development along with implementable strategies that allow the South Miami CRA to move its redevelopment program forward. This plan follows statutory requirements and is consistent with the Comprehensive Plan for the City of South Miami.

## PURPOSE OF THE SOUTH MIAMI CRA

The South Miami CRA is a dependent special district, created in response to a need for comprehensive redevelopment within the City's community redevelopment areas. The purpose of the South Miami CRA is **"To foster economic development, increase tax base growth, and provide quality affordable housing, by capitalizing on our prime location and exceptional population."**

**In December 1997, through Ordinance No. 12-97-1633, and following requisite approvals by the Board of County Commissioners, the City Commission of the City of South Miami established the South Miami CRA and Community Redevelopment Area.** The CRA uses funds collected from the incremental increase in property tax collections within the Redevelopment Area for improvement projects within the CRA aimed at attracting private investment. The South Miami CRA was extended by the Board of County Commissioners on May 3, 2005. The South Miami CRA is scheduled to sunset in 2020. Since its inception, the South Miami CRA has completed various improvements including water and sewer connections, sidewalk installation and improvements, streetscapes, beautification projects, approximately 100 home rehabilitations, new housing projects, scholarships, and various other projects that have made the area an attractive place to live. In 2020, the South Miami CRA is expected to complete **Madison Square**, a mixed-use development that will return commercial activity to Church Street. This project is named after the City of Madison, Florida, the birthplace of the area's founding father, Marshall Williamson.

## PROGRAMS, ACTION ITEMS, AND PLANS

Currently, the South Miami CRA uses a number of initiatives that help to achieve the goals in the areas of increased high-quality affordable housing, commercial building façade improvements, blight eradication, and economic development. The current South Miami CRA programs include the Affordable Housing Homeowner's Assistance Program, Commercial Façade Rehabilitation Program, Land Acquisition and Disposition Program, Parks Improvement Program, Residential Rehabilitation Program, Small Business Assistance Program, and Start-up Business and Community Service Program. In addition to these existing programs, action items are laid out to guide future programs and strategies that will successfully revitalize the CRA. In addition to the foundation of existing programs and forward-thinking action items, there are necessary studies and plans that will ensure all programs and action items are used cogently and applied judiciously to maximize their impact. These studies include an Affordable Housing Analysis, Economic Development Plan, and a Street Ranking Study.



First City Hall - The Second Store From the Right (1927)





## CONSISTENCY WITH THE CITY OF SOUTH MIAMI COMPREHENSIVE PLAN

Florida Statutes require that the Community Redevelopment Plan be consistent with the City's Comprehensive Plan. In order to remain current, the Community Redevelopment Plan may have to be amended when programs are changed, or as new programs and projects are proposed. Based on the review and approval of this plan by the City of South Miami Planning Department, the Community Redevelopment Plan will meet the criteria for consistency with the Comprehensive Plan. In addition, this Plan was reviewed by the City of South Miami Planning and Zoning Board to determine if the Plan was consistent with the City of South Miami Comprehensive Plan. The Planning and Zoning Board met on September 10, 2019 and concurred that the Community Redevelopment Plan was in conformity with the City of South Miami's Comprehensive Plan.

As the Community Redevelopment Plan seeks to aid the City in realizing the Comprehensive Plan, the South Miami CRA is able to seek and support adjustments to the Comprehensive Plan. Additionally, the Plan should be flexible enough to aid in the Comprehensive Plan if it changes in the future.

## CURRENT SOUTH MIAMI CRA PROGRAMS

The South Miami CRA has established several programs and initiatives. These programs, described on the next page, provide the following improvements within the CRA:

- » High Quality Affordable Housing
- » Improve Commercial Building Façades
- » Eradicate Blight
- » Economic Development Opportunities



## *Affordable Housing Homeowner's Assistance Program*

The *Affordable Housing Homeowner's Assistance Program* is intended to provide much needed “gap” funding assistance to potential homeowners to facilitate purchase new South Miami CRA-initiated housing. In conjunction with other Countywide “gap” financing programs, home purchases are tailored to be affordable to “low” to “moderate” income residents based on Housing and Urban Development (HUD) affordability guidelines.

## *Commercial Façade Rehabilitation Program*

The *Commercial Façade Rehabilitation Program* is intended to improve commercial building conditions in the CRA, with the anticipated result of further strengthening and growing economic development.

## *Land Acquisition and Disposition Program*

The *Land Acquisition and Disposition Program* is intended to eliminate blighted conditions in the CRA. As part of the program, blighted properties are purchased by the Agency, unsafe structures are subsequently demolished, and title issues are cleansed. Purchased properties are then conveyed to reputable commercial and affordable housing developers to complete development in the CRA.

## *Parks Improvement Program*

Through the *Parks Improvement Program*, numerous capital improvement projects have been completed at each park within the CRA.

## *Residential Rehabilitation Program*

The *Residential Rehabilitation Program* is intended to assist in improving the physical conditions of the existing CRA residential housing stock. It has been designed to address single-family, multi-family, and housing complex needs.

## *Small Business Assistance Program*

The *Small Business Assistance Program* is intended to assist in increasing the economic development potential in the CRA. The program is designed to provide assistance for business start-up costs associated with new business development.

## *Start-up Business and Community Service Program*

The *Start-up Business and Community Service Program* includes a comprehensive building rehabilitation process of a formerly “blighted” unsafe structure. Since the completion of the Mobley building, the South Miami CRA was able to provide new office space to eligible start-up businesses and not-for-profit community service providers at governmental established rental rates. The Program assists in providing economic development opportunities, as well as providing vital community services and related amenities. At the time of the writing of this plan, this building is the subject of a pending disposition process which is anticipated to be completed in 2020 for purposes allowed under Chapter 163, Part III and the current South Miami Community Redevelopment Plan.



# GOALS, OBJECTIVES, AND REDEVELOPMENT ACTION ITEMS

The goals, objectives, and redevelopment action items of the Community Redevelopment Plan will serve as a guide for the successful revitalization of the CRA. Additionally, they will increase opportunities for effective placemaking that will attract new visitors, businesses, and residents.

## Goal 1

Support affordable housing and economic development initiatives with a focus on innovative urban design and strategic investments.

### Objectives

- » Provide incentives for businesses which hire residents living within the CRA to develop a high quality, local workforce and economy , unless prohibited by federal or state law.
- » Encourage innovative development that utilizes the land available at its highest and best use.
- » Enhance the public realm with active building frontage, consistent shade trees, and the built environment for increased comfort for pedestrians.
- » Support affordable and workforce housing development.

## Goal 2

Connect the residential and commercial zones of the CRA through safe, high quality, and multi-modal transportation networks, prioritizing the U.S.1 corridor.

### Objectives

- » Eliminate adverse and unsafe conditions along the sidewalks and roadways to prevent further injuries and fatalities.
- » Establish an accessible and connected pedestrian and bicyclist network to promote more user connectivity and ultimately fewer automobile trips throughout the CRA.
- » Ensure that residents and visitors, regardless of physical circumstances, have a safe way to travel throughout the CRA.
- » Improve the connectivity and accessibility among CRA streets and sidewalks to provide for safe transportation options.

## Goal 3

Revitalize the tax base within the CRA to produce innovative and imaginative placemaking initiatives that strengthen the CRA, businesses, downtown, and residents.

### Objectives

- » Assist, educate, and incentivize local business development.
- » Infuse public art with wayfinding signage to develop a unique sense of place throughout the CRA.
- » Create and implement urban design guidelines that engage with the public realm for more active and vibrant spaces throughout the CRA.
- » Provide the residents and business owners within the CRA with common spaces that will allow for interaction among the diverse South Miami population to grow the community and further establish a sense of place.
- » Encourage market sustainable development opportunities.









CHAPTER 2

**REDEVELOPMENT  
ACTION ITEMS & STRATEGIES**



## REDEVELOPMENT ACTION ITEMS

The following recommendations support the goals and objectives of the Community Redevelopment Plan as discussed on [page 10](#). They are intended to serve as a catalyst for redevelopment within the CRA, and have not been arranged by priority.

- » Action Item A: Support Affordable and Workforce Housing Development (Goal 1)
- » Action Item B: Implement Mixed-Use Development (Goal 1)
- » Action Item C: Facilitate Public-Private Partnerships (Goal 1)
- » Action Item D: Repurpose Underutilized Sites (Goal 1)
- » Action Item E: Implement Streetscape Improvements (Goal 2)
- » Action Item F: Upgrade Parking Facilities (Goal 2)
- » Action Item G: Implement Safe, Inclusive, and Complete Streets (Goal 2)
- » Action Item H: Improve Safety Crossing U.S. 1 (Goal 2)
- » Action Item I: Enhance Wayfinding Signage (Goal 3)
- » Action Item J: Develop Downtown SoMi (Goal 3)
- » Action Item K: Promote Public Art Installations (Goal 3)
- » Action Item L: Reimagine Jean Willis Park (Goal 3)
- » Action Item M: Improve SoMi Municipal Complex (Goal 3)
- » Action Item N: Establish SoMi Nights (Goal 3)
- » Action Item O: Develop a Community Gathering Place (Goal 3)
- » Action Item P: Support Community Policing and Engagement (Goal 3)
- » Action Item Q: Coordinate Community Events (Goal 3)





# REDEVELOPMENT PROJECTS UNDERWAY

The following redevelopment projects were initially included in the *City of South Miami Community Redevelopment Area Phase II Plan* (2005) but were put hold due to the effects of the economic downturn of the mid-2000s. With the local markets now rebounded, these projects are well on their way to becoming fully realized.

- » *South Miami Gardens*
- » *SoMi Station*
- » *Madison Square*
- » *Shops at Sunset Place*

## SOUTH MIAMI GARDENS

### PROJECT DESCRIPTION

*South Miami Gardens* is a planned public housing project to be located on 7+ acres of Miami-Dade County-owned land. With a selection of amenities, architectural style, incorporation of *New Urbanism* design concepts and principles, and market rate units, *South Miami Gardens* could serve as a catalyst project for the area and help reimagine what public housing could be. The South Miami CRA is a partner in this county project.

### REDEVELOPMENT PLAN PRIORITIES

This project could implement the following Redevelopment Action Items:

- » Action Item A: Support Affordable and Workforce Housing Development (Goal 1)
- » Action Item B: Implement Mixed-Use Development (Goal 1)
- » Action Item C: Facilitate Public-Private Partnerships (Goal 1)
- » Action Item E: Implement Streetscape Improvements (Goal 2)
- » Action Item F: Upgrade Parking Facilities (Goal 2)
- » Action Item G: Implement Safe, Inclusive, and Complete Streets (Goal 2)
- » Action Item I: Enhance Wayfinding Signage (Goal 3)
- » Action Item K: Promote Public Art Installations (Goal 3)



*Red Road Commons* and *The Village of Merrick Park* are examples of mixed-use developments which show the high quality design that *South Miami Gardens* aims to achieve.



# SOMI STATION

## PROJECT DESCRIPTION

*SoMi Station* is a proposed mixed-use Transit Oriented Development project to be built above and adjacent to the parking garage at the South Miami Metro Station. This development on the 7.7-acre site will include 183,516 square feet of Class A office space, including space for business incubators and small startups, 37,540 square feet of retail, and 99 apartments. The existing garage will be converted to include amenities, with student housing being built above the garage. Opportunities exist for the South Miami CRA to play a role with this project.

## REDEVELOPMENT PLAN PRIORITIES

This project will implement the following Redevelopment Plan Priorities:

- » Action Item A: Support Affordable and Workforce Housing Development (Goal 1)
- » Action Item B: Implement Mixed-Use Development (Goal 1)
- » Action Item D: Repurpose Underutilized Sites (Goal 1)
- » Action Item E: Implement Streetscape Improvements (Goal 2)
- » Action Item G: Implement Safe, Inclusive, and Complete Streets (Goal 2)
- » Action Item H: Improve Safety Crossing U.S. 1 (Goal 2)
- » Action Item I: Enhance Wayfinding Signage (Goal 3)
- » Action Item K: Promote Public Art Installations (Goal 3)



A conceptual illustration of SoMi Station, provided by The TREO Group



# MADISON SQUARE

## PROJECT DESCRIPTION

*Madison Square* is a South Miami CRA mixed-use redevelopment project intended to create an anchor for the north end of the Church Street and to help simulate revitalization efforts in the area. This will construct Very Low-Income and Low-Income residential units and affordable and proprietary ground floor commercial space.

The *Madison Square* redevelopment project has overcome several obstacles, including inconsistencies between the Zoning and Future Land Use designations, as well as getting all of the properties under City ownership, before it was approved by the City Commission. Once approval was obtained by the City Commission, the land was transferred to the developer, who then successfully received construction permits. Upon obtaining final approval from the City, the developer has begun construction on the project.

## REDEVELOPMENT PLAN PRIORITIES

This project will implement the following Redevelopment Plan Priorities:

- » Action Item A: Support Affordable and Workforce Housing Development (Goal 1)
- » Action Item B: Implement Mixed-Use Development (Goal 1)
- » Action Item D: Repurpose Underutilized Sites (Goal 1)
- » Action Item E: Implement Streetscape Improvements (Goal 2)
- » Action Item G: Implement Safe, Inclusive, and Complete Streets (Goal 2)
- » Action Item K: Promote Public Art Installations (Goal 3)



A conceptual rendering of the West Elevation Building NO. 2, prepared by *Fanjul & Associates, LLC*.



# THE SHOPS AT SUNSET PLACE

## PROJECT DESCRIPTION

The redevelopment of the *Shops at Sunset Place* includes reconstruction of almost 80,000 square feet of unused retail space into 17 story apartment and hotel towers, and will an open air shopping center that is attractive and inviting. The redevelopment of this iconic location can be a landmark destination for shoppers, a unique gathering space, and an invitation to experience the revitalization of the downtown.

## REDEVELOPMENT PLAN PRIORITIES

This project will implement the following Redevelopment Plan Priorities:

- » Action Item A: Support Affordable and Workforce Housing Development (Goal 1)
- » Action Item B: Implement Mixed-Use Development (Goal 1)
- » Action Item D: Repurpose Underutilized Sites (Goal 1)
- » Action Item F: Upgrade Parking Facilities (Goal 2)
- » Action Item G: Implement Safe, Inclusive, and Complete Streets (Goal 2)
- » Action Item K: Promote Public Art Installations (Goal 3)



The Shops of Sunset Place prior to being redeveloped.



# ACTION ITEM A:

## SUPPORT AFFORDABLE AND WORKFORCE HOUSING DEVELOPMENT

### VISION STATEMENT

To facilitate the development of units that are affordable to different income levels, in beautiful buildings which are near jobs, educational facilities, and healthcare. And, within close proximity to public transit and public amenities.

### BENEFITS / ANTICIPATED OUTCOMES

Affordable housing will go beyond the CRA's already planned public housing developments. In the future, affordable units should be mixed with market-rate units. Inclusionary housing policies that incentivize developers will potentially lead to successful private development within the CRA. Residents of the CRA will see the elevated quality of living, at affordable prices, that go beyond the CRA's current affordable housing stock.

Opportunities exist to provide a mixture of quality, affordable housing units that are attainable to different income levels, through infill and redevelopment, particularly within the Hometown District and along the U.S. 1 corridor, surrounding the Metrorail Station and the Transit Oriented Development District (TODD).

### BEST PRACTICES



**Miami, FL** - Hampton Village leases 100 housing units to Miami's residents living under 60% of the area's medium income



**Miami FL** - Located in Little Havana, Amistad serves the community with 89 affordable units in a beautiful 7-story building.



**Fort Lauderdale, FL** - Pinnacle at Tarpon River mixes affordable apartments with market-rate townhomes



# ACTION ITEM B:

## IMPLEMENT MIXED-USE DEVELOPMENT

### VISION STATEMENT

To implement mixed-use development to activate corridors throughout the CRA and encourage use from residents, office workers, and visitors.

### BENEFITS / ANTICIPATED OUTCOMES

Mixed-use development is already activating South Miami's streets with new units for existing residents and newcomers alike. These buildings are also very popular in neighboring Coral Gables and all-over South Florida. Mixed-use development has the benefit of adding more amenities and conveniences into one site. Having multiple uses in one building, in a neighborhood of mixed-use, will encourage walking, biking, and transit use instead of driving. Comparable anticipated outcomes can be seen just north of South Miami near the Douglas Road MetroRail Station.

### BEST PRACTICES



**Dania Beach, FL** - *The Place at Dania Beach* is a mixed-use project consisting of 144 luxury affordable housing units, ground-floor retail, rooftop recreation space, and an attached parking structure.



**Fort Lauderdale, FL** - *The Manor Flagler Village* has a mix of bustling retail, bars, and restaurants with remarkable apartments in a separate building and on-street parking.



**Delray Beach, FL** - *Worthing Place* gives residents of this mid-sized city urban living above restaurants and bars.



# ACTION ITEM C:

## FACILITATE PUBLIC-PRIVATE PARTNERSHIPS

### VISION STATEMENT

To explore opportunities to work with developers and businesses to successfully create infrastructure and recreational opportunities that will ultimately be beneficial to the stakeholders within the CRA.

### BENEFITS / ANTICIPATED OUTCOMES

Opportunities exist for the South Miami CRA and the City of South Miami to enter into a Public-Private Partnership (P3) with a private developer. Through a P3, the parties involved could collaborate and develop open and green spaces that would be accessible to the general public.

By entering into a P3, opportunities exist for this project to increase the following:

- » Property Values;
- » Pedestrian Connectivity;
- » Address under-utilized properties;
- » Public Art and Green Spaces;
- » Retail and Commercial Revenues; and
- » Social Interactions and Community Building

### BEST PRACTICES



**Miami Beach, FL** - Built on land leased from the City, the Loews Miami Beach Hotel includes a publicly-accessible parking garage and a much-needed convention center.



**North Miami, FL** - On land leased from the City, the Sole Mia development includes publicly-accessible lagoons, retail and dining options, and is committed to providing 25% of the jobs to residents living in the City.



**Lake Worth, FL** - A conceptual design which proposes incorporating a publicly-accessible recreational space on a private development



# ACTION ITEM D: REPURPOSE UNDERUTILIZED SITES

## VISION STATEMENT

To repurpose underutilized sites within the CRA through adaptive re-use and redevelopment into mixed-use properties to support the needs of the residents within the CRA, contribute to the community's sense of place, and increase the CRA's tax base.

## BENEFITS / ANTICIPATED OUTCOMES

Repurposing underutilized sites within the CRA would open up new opportunities for growth, connectivity, and economic development. Through adaptive reuse, a developer could save money on building materials and new construction. Additionally, revitalizing and reusing an older building would help to retain the unique character and charm of the structure within the community.

An opportunity exists to transform the Post Office building, located just north of the Miami Metrorail Station, into a mixed-use development. Because of its close proximity to the station, this site could maximize its potential, and contribute to the South Miami CRA's and City's goals for transit oriented development.

## BEST PRACTICES



**Chicago, IL** - The site of the City's old post office has since been redeveloped into a vibrant public green space and provides connectivity to the waterfront.



**Quincy, MA** - Through adaptive reuse, this once-abandoned school has since been repurposed to provide affordable housing for the community.



**Albany, NY** - This old post office was saved from demolition and repurposed as a hotel.



# ACTION ITEM E: IMPLEMENT STREETScape IMPROVEMENTS

## VISION STATEMENT

To create a sense of place through innovative streetscape designs that enhance the user experience.

## BENEFITS / ANTICIPATED OUTCOMES

The Community Redevelopment Area could achieve the above vision by first establishing a street hierarchy, based on the following: each street's Level of Service (LOS); existing number of travel lanes and roadway width, connection to major points of interest, transportation routes, and bike paths; and the surrounding context and uses. Once the streets have been categorized, a theme and branding should be established, which would serve as a guiding principle when selecting appropriate streetscape and landscape elements. Moreover, minimizing adverse conflicts and safety hazards along the sidewalks, including obstructions by utility boxes and power lines, overgrown landscaping, and cracked concrete, as identified along sidewalks throughout South Miami, would better support the vision statement.

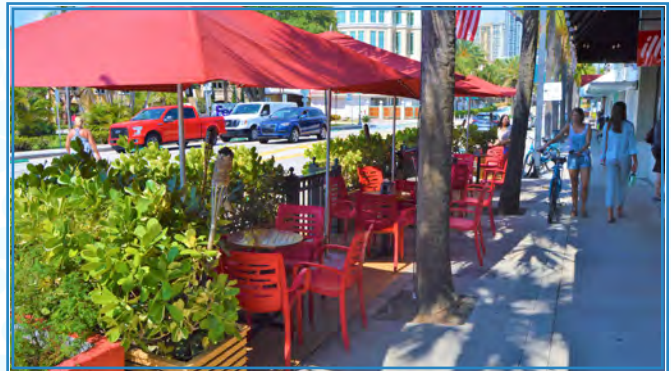
The aforementioned strategies would enhance the existing public realm and help create a sense of place within South Miami, ultimately attracting more businesses and users, and aid with combatting blight.

Opportunities exist to unify and enhance the streetscapes throughout the CRA. However, primary focus should be given to enhancing the streetscapes throughout the Hometown District as well as those along South Red Road, Sunset Drive, SW 62<sup>nd</sup> Avenue, SW 64<sup>th</sup> Street, and SW 59<sup>th</sup> Place. In particular, an emphasis on adding shade trees and public amenities should be given.

## BEST PRACTICES



**South Miami, FL** - The transformation of Dorn Ave serves as a great example of what can be achieved for the TODD and Hometown Districts.



**Fort Lauderdale, FL** - A wide and shaded sidewalk with outdoor seating buffered from Las Olas Boulevard.



**Ocala, FL** - Streetscape improvements include park benches, context-appropriate site lighting, landscaping, ADA-compliant pavers, wide sidewalks, and trash bins.



# ACTION ITEM F:

## UPGRADE PARKING FACILITIES

### VISION STATEMENT

To upgrade parking facilities to be flexibly designed facilities which can accommodate various uses and modes of travel, incorporate smart and sustainable technologies, are safe and easy-to-navigate, and are eye-catching.

### BENEFITS / ANTICIPATED OUTCOMES

Reimagining and redeveloping many of the CRA's existing parking lots and facilities into active, flexible, and innovative spaces would greatly benefit the local community and add value. Encouraging parking facilities which are multi-level, mixed-use developments with flexible spaces would not only help to consolidate land and improve connectivity, but they would also help reduce South Miami's total percentage of asphalt surfacing – a major contributor of the heat island effect. Moreover, incorporating dynamic wayfinding signage with real-time updates of the parking availability within a parking facility assists with directing users to available parking spaces.

Several surface parking lots within the CRA, which are currently fenced off, under-utilized, and have poor layouts, could better serve the community. For example, if parking lots, such as the downtown bank lot, were to be opened up and reimagined as spaces with flexible uses, such as a farmer's market on the weekends, then they could maximize the use of the space. This could potentially increase each lot's revenue, attract new businesses and visitors, and keep the street level active.

Additionally, opportunities exist along the commercial corridors to temporarily or permanently transform on-street parking spaces into parklets. These miniature parks and recreational spaces, usually installed on one or several on-street parking spaces, are a great and easy way to provide a public space for passersby.

Ideally, parking structures should be located within the Transit Oriented Development District (TODD) and Hometown District.

### BEST PRACTICES



**Miami Beach, FL** - 1111 Lincoln Road Garage incorporates retail, office, parking, event spaces, and even public artwork



**Fort Lauderdale, FL** - Each autumn, as part of National Park(ing) Day, several parking spaces downtown were temporarily transformed into mini public parks and recreational spaces



**St. Petersburg, FL** - A parking lot is transformed into a farmer's market on the weekends



# ACTION ITEM G:

## IMPLEMENT SAFE, INCLUSIVE, AND COMPLETE STREETS

### VISION STATEMENT

To implement improvements that support the various modes of transit, and provide connectivity between neighborhoods, businesses, and points of interest by incorporating *Crime Prevention through Environmental Design* (CPTED), *Complete Streets*, *New Urbanism*, and *Vision Zero* design strategies and principles.

### BENEFITS / ANTICIPATED OUTCOMES

Implementing *Crime Prevention through Environmental Design* (CPTED), *Complete Streets*, *New Urbanism*, and *Vision Zero* design strategies and principles within the CRA would improve safety for all users. These design strategies encourage more walking and bicycling.

These design strategies also improve connectivity between businesses, neighborhoods, transit routes, and points of interest. Moreover, they would support the CRA's economic strength by creating convenient access to its businesses.

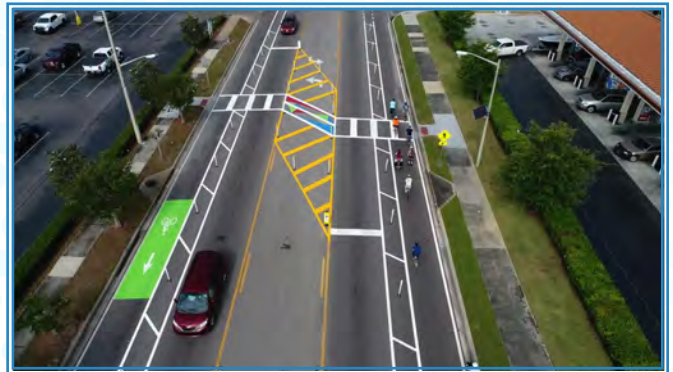
Serving as the major thoroughfares and access routes within downtown, Sunset Drive, South Dixie Highway/ U.S. Highway 1, SW 62nd Avenue, SW 64th Street, and SW 68th Street have great potential to be redesigned to support the needs of the community.

The existing bike lanes along portions of SW 62nd Avenue, as well as a portion of Red Road, could be extended and further designed to include a buffered zone and enhanced surface paint.

### BEST PRACTICES



**Fort Lauderdale, FL** - Implemented Complete Streets design strategies, including a mid-block crossing, bike lanes, narrow travel lanes along NE 13<sup>th</sup> St



**Orlando, FL** - Implemented Complete Streets design strategies, including a mid-block crossing and buffered bike lanes along Curry Ford Road



**Manhattan, NY** - A conceptual rendering of the proposed streetscape improvements, including widening the sidewalks, including a buffered bike lane with enhanced surface paint, shade trees, and pedestrian-scaled lighting.



# ACTION ITEM H:

## IMPROVE SAFETY CROSSING U.S. 1

### VISION STATEMENT

To improve the safety of crossing U.S. 1 with multi-modal improvements to facilitate the safe movement of pedestrians.

### BENEFITS / ANTICIPATED OUTCOMES

Improving the safety and convenience of low-speed trips across U.S. 1 would reduce the physical division between the two sides presented by the U.S. 1 corridor.

Installing a pedestrian bridge over the U.S. 1 corridor could be a safer, more appealing and inviting alternative for pedestrians needing to get from one side of the corridor to the other without competing with automobiles. Opportunities exist to create an iconic pedestrian bridge which can also serve as a point of interest, a landmark within the CRA and City of South Miami, an extension of the South Miami portion of the upcoming Miami Underline Linear Park, and even a piece of public art.

Incorporating *Crime Prevention through Environmental Design* (CPTED), *Complete Streets*, *New Urbanism*, and *Vision Zero* design strategies and principles would improve safety for all users. Also, addressing the intersections and access for vehicles can capture more shopping trips in the area by those who are otherwise just passing through.

### BEST PRACTICES



**Miami, FL** - Located a couple of miles northeast of the South Miami CRA, this pedestrian bridge allows pedestrians to safely cross U.S. 1.



**Apopka, FL** - This pedestrian bridge allows pedestrians to safely cross over the busy West Orange Blossom Trail and serves as a gateway into the City's downtown.



**South Florida** - Many cities throughout the tri-County have joined the *Vision Zero movement*, whose mission is to create safe road systems for all users.



# ACTION ITEM I:

## ENHANCE WAYFINDING SIGNAGE

### VISION STATEMENT

To enhance the user experience and connections throughout South Miami's community with well-crafted, predictable, accessible, and legible wayfinding signage.

### BENEFITS / ANTICIPATED OUTCOMES

Wayfinding signage plays a crucial role in effective community placemaking and user experience. It not only provides the ability to orient and navigate oneself within the community or district, but it also highlights interesting and culturally significant destinations to explore and even aids in creating a sense of place.

To support the intended identity and branding throughout downtown South Miami, and helping to define a sense of place, the wayfinding signage should have a unified color and material palette, be scaled appropriately based on surrounding context, be placed in easily identifiable locations, and be designed to be flexible enough to support anticipated changes within downtown South Miami, such as the upcoming Miami Underline Linear Park project.

Opportunities exist along the primary roads bisecting downtown South Miami, such as Sunset Drive, South Dixie Highway/U.S. 1, SW 62<sup>nd</sup> Avenue, SW 64<sup>th</sup> Street, and SW 68<sup>th</sup> Street to develop a wayfinding system which supports the vision statement.

### BEST PRACTICES



**Lauderdale-By-The-Sea, FL** - This coastal town's wayfinding signage showcases the community's identity and branding.



**Burlington, VT** - With easy-to-read font, a simplified map, and branded with the City's colors, this wayfinding sign was designed to be easily identified and read by traveling bicyclist.



Various wayfinding sign styles with consistent branding and a unified color palette, and which are uniquely designed for various modes of transit



# ACTION ITEM J: DEVELOP DOWNTOWN SOMI

## VISION STATEMENT

To continue to develop an active, vibrant, and successful mixed-use destination for residents and visitors which is characteristic of traditional downtowns.

## BENEFITS / ANTICIPATED OUTCOMES

A well-established, active, vibrant, and safe downtown creates a destination and anchor point within a community. South Miami's *Hometown District Overlay*, the City's downtown core, has a great opportunity to further grow, develop, and attract new residents and visitors. Through the continued regulation and implementation of the special Land Development Regulations for the District Overlay, many of which are characteristics of traditional downtowns, the *Hometown District Overlay* is sure to see many benefits.

Opportunities exist within downtown South Miami to redevelop business sites and/or transform under-utilized sites, such as the asphalt parking lots located at the northeast and northwest corners of SW 58<sup>th</sup> Avenue and SW 74<sup>th</sup> Street, into active spaces. Additionally, prioritizing the pedestrian over the automobile, establishing a cohesive branding and aesthetic (streetscape and architectural), hosting community events year-round, emphasizing density and mixed-use development at the pedestrian scale, and providing a variety of housing options will help support the *Hometown District Overlay's* vision for many years to come.

## BEST PRACTICES



**Oakland Park, FL** - The City's downtown green space plays host to a variety of activities and events year-round, attracting thousands of residents and visitors.



**Tampa, FL** - Providing mixed-use/mixed-income housing types brings stability and longevity to the community.



**Washington, DC** - Branding and streetscape elements specific to the overlay district help it to stand out, as well as provides a visual queue to visitors that they are within the district.



# ACTION ITEM K:

## PROMOTE PUBLIC ART INSTALLATIONS

### VISION STATEMENT

To promote public art installations and programs that are engaging, tangible, and accessible to all which celebrate South Miami's spirit and identity.

### BENEFITS / ANTICIPATED OUTCOMES

Public art can provide a community with many benefits, including establishing a new identity and culture within a community or building upon an existing one. Improving a community's image most often leads to its economic growth. Moreover, public art can be used as a great tool for understanding and validating other members and cultures within the community.

Building upon the current momentum and affinity for installing works of art accessible to the public, downtown South Miami could position itself to become a new haven for artists seeking to experiment with a new medium and to be innovative.

In preparation of the upcoming Miami Underline Linear Park's South Miami phase, artists could create pieces which reflect the community. Moreover, public art could be a great way of softening the physical and perceived divide between the two halves of South Dixie Highway/U.S. 1.

### BEST PRACTICES



**South Miami, FL** - Manatee sculptures uniquely designed and placed throughout the City



**Washington, D.C.** - This series of sculptures was created from recycled tires, to increase awareness in the number of car-related accidents occurring throughout the District.,



**Edmonton, AB** - "Vaulted Willow" Public Art Installation encourages patrons to feel and interact with the sculpture



# ACTION ITEM L:

## REIMAGINE EXISTING PARKS WITHIN THE CRA

### VISION STATEMENT

To reimagine existing parks within the CRA with active and passive amenities to provide a popular, active, flexible, safe, comfortable, and inclusive community green space designed for all users and enjoyed year-round.

### BENEFITS / ANTICIPATED OUTCOMES

Opportunities exist to transform the existing exiting parks within the CRA into more inviting and active community gathering places. Incorporating public art, pedestrian-scaled lighting; native species of shade trees; wide pathways with multiple points of ingress and egress; open and green spaces; community festivals and events offered year-round; and, which are designed to serve the abilities of all community members, are all strategies in which to bring the vision alive.

Specifically, through a Public-Private Partnership between the South Miami CRA and the City of South Miami, Jean Willis Park could be reimaged to better integrate the site with the neighboring South Miami City Hall.

### BEST PRACTICES



**Miami Beach, FL** - *Soundscape Park* includes wide sidewalks, year-round activities, public art,



**Hollywood, FL** - This green space offers amenities and year-round activities for both active and passive users.



**Fort Lauderdale, FL** - Located in between the Science Museum and the Riverwalk, this once deserted space has been transformed into a lively park



# ACTION ITEM M:

## IMPROVE SOMI MUNICIPAL COMPLEX

### VISION STATEMENT

To consolidate various city services into a *SoMi Municipal Complex* to create an inviting and engaging center for residents and employees.

### BENEFITS / ANTICIPATED OUTCOMES

Opportunities exist to consolidate several of the South Miami CRA and City's departments and services onto a single building and/or site. Consolidating the various departments onto a single site would provide many benefits, including allowing for better coordination between City and South Miami CRA staff, as well as provide the public with easier and more convenient access to the various services. Additionally, this increases strategic partnerships between municipal staff and local businesses, frees up under-utilized and/or city-owned parcels to be redeveloped, and helps to support the image of the City.

Including ground floor retail, green spaces, and a community gathering center with flexible programming allows for better integration with the community. Moreover, a well-designed community gathering space contributes to community placemaking and a greater sense of civic pride.

It should be noted that there may be some restrictions on the use of CRA funds for this type of project.

### BEST PRACTICES



**North Miami Beach, FL** - This City's municipal complex includes spaces for various City Departments, parking structures, and public recreation spaces.



**Coral Springs, FL** - This City's newly completed municipal complex includes spaces for various City Departments, parking structures, and open spaces. The project also served as a catalyst for redevelopment.



**West Palm Beach, FL** - This City's municipal complex includes spaces for various City Departments, parking structures, public recreation spaces, ground floor retail, and a public library.



# ACTION ITEM N: ESTABLISH SOMI NIGHTS

## VISION STATEMENT

To establish a night life scene and revitalize the industrial area within the CRA which encourages residents and businesses to explore and adopt new perspectives, and facilitate economic development.

## BENEFITS / ANTICIPATED OUTCOMES

South Miami's industrial area is akin to most industrial areas, people work and go home in the evening, leaving empty buildings and unactivated streets at night. However, opportunities exist to transform the industrial cluster along Commerce Lane and Progress Road into a destination for the night owl. Through CRA sponsored programs, the community can create a new perspective in the area on what is now only a functional industrial area.

Residents will see the benefits of additional night activities to attend and businesses will attract more clients in a controlled, safe environment. Visitors can enjoy a safe event on clean streets, with the added aesthetic of being in a thriving, genuine industrial neighborhood. Parking for these events could be coordinated with Miami-Dade Transit's South Miami Station parking garage.

## BEST PRACTICES



**Hollywood, FL** - Each Monday night, the Hollywood CRA organizes a community event, which includes food trucks, live music.



**Fort Lauderdale, FL** - Occurring on the last Saturday night of each month, the popular ArtWalk event brings together residents, local artists, artisans, and food vendors together, in an industrial part of the City.



**Delray Beach, FL** - The First Friday Art Walk event shuts down several streets to bring together residents, local artists, artisans, and food vendors.



# ACTION ITEM 0:

## DEVELOP A COMMUNITY GATHERING PLACE

### VISION STATEMENT

To establish and develop a community gathering place with a focus on welcoming visitors through community engagement, inclusiveness, sustainability, and empowerment.

### BENEFITS / ANTICIPATED OUTCOMES

A community gathering place is a valuable asset that can have a tremendous impact on the community in which it serves, and can provide the following benefits:

- » A safe space or haven for youth
- » Opportunities for education
- » Increase property values
- » Reduce stress within a community
- » Reduce crime rates with youth
- » A bridge for cultural diversity and inclusiveness
- » Classes for public safety

Opportunities exist within downtown South Miami to redevelop properties and/or transform under-utilized sites, such as the asphalt parking lots located at the northeast and northwest corners of SW 58<sup>th</sup> Avenue and SW 74<sup>th</sup> Street, into active, community gathering spaces.

### BEST PRACTICES



**Hollywood, FL** - Located within Young Circle, Hollywood Hot Glass' signature (and unique) program brings the experience of glass-blowing to the South Florida community.



**Brooklyn, NY** - This community center's indoor/outdoor design creates a welcoming atmosphere.



A conceptual illustration for a proposed community center with flexible spaces which can adapt to changes in activity.



# ACTION ITEM P:

## SUPPORT COMMUNITY POLICING AND ENGAGEMENT

### VISION STATEMENT

To support increased community interaction with the South Miami Police Department to increase crime prevention and foster connections between the community and the Department.

### BENEFITS / ANTICIPATED OUTCOMES

Community policing methods are intended to create and maintain a cooperative and long term partnership with those who own and operate businesses, live in, or visit the CRA. The City of South Miami Police Department is committed to the public safety and personal security of residents of all ages, and engages in community policing and problem solving activities to support crime prevention, in both the CRA and the City as a whole.

The existing strategies listed below, along with an emphasis on community policing and effective public engagement, can create open and listing connections between residents and the officers who serve them, leading to creative solutions and effective policing.



**South Miami, FL** - A member of the South Miami Police Department engaging with students from South Miami's Sunset Elementary School, through the CAST program

### EXISTING STRATEGIES

- » **CAST (Cops and Students Talking)** - This program brings students and officers together in a positive environment to build important bridges for today and the future.
- » **Coffee with a Cop** - This event is sponsored by local businesses, where residents and business owners can meeting with the members of the Department for pleasant conversation and a cafecito.
- » **Neighborhood Resource Officers** - Designated officers who work to confront problems in different neighborhoods.
- » **PAL (Police Athletic League)** - Through the PAL program, the Department works with neighborhood youth to build a better community.
- » **Own a Zone** - Police Command staff are assigned specific geographic sections of the City so they can personally reach out to residents to address any concerns as part of the "Own a Zone" program.
- » **Staff Walks** - Staff walks are focused in areas where problems have been identified. Officers go door to door distributing crime prevention information and making those face to face encounters to address any citizen concerns.
- » **Downtown Walking Beat Officer** adds an additional resource to the business community and the shoppers that visit South Miami.
- » **Police Explorer Program** - This program provides middle school and high school students with an insight into a career in law enforcement.
- » **Community Events** - Officers and Police Explorers participate in a variety of police & community events throughout the year, including the Martin Luther King Parade, Porsche Show, Rotary Club Art Show, PBA Police Memorial, Footworks 5K Run, July 4th Celebration, Walk 4 LYFE Cancer Walk, Miami Dade Chief's Dinner, Safe Streets Halloween and the Chamber South Art Show.



# ACTION ITEM Q:

## COORDINATE COMMUNITY EVENTS

### VISION STATEMENT

To coordinate between local businesses, community organizations, and various City of South Miami departments, to create special events and festivals that will contribute to economic development within the CRA.

### BENEFITS / ANTICIPATED OUTCOMES

Playing an important role in a community's development, character, and identity, special events and festivals help to connect people with one another. They also help to celebrate and/or remember historical moments from the community's past, expose participants to new ideas and hobbies, attract new visitors to the area, and support economic development.

Opportunities exist for interested parties, including local businesses and organizations within the CRA, to organize special events and festivals throughout the CRA year-round.

Examples of events which could be organized, in order to spur economic development within the CRA, include:

- » **Marshal Williamson Day** - Honoring the life and legacy of one of the City's Founding Fathers, encouraging the community to give back.
- » **Paint by Numbers** - Working with local artists, on city-approved walls, members of the community can help create public art pieces.
- » **Slide the CRA** - Through sponsorships and partnerships, the CRA could play host to the popular "Slide the City" festival.
- » **SoMi Street Painting Festival** - An annual event where artists from all over gather to create temporary public works of art on closed streets.
- » **Start up Saturdays** - A monthly community event which helps to educate prospective small business owners to achieve success.

### BEST PRACTICES



**Lake Worth, FL** - The City's annual Street Painting Festival attracts thousands of artists and visitors each year, helping to stimulate the local economy.



**Memphis, TN** - Through a partnership between the City, the Black Arts Alliance, and a local art studio, members of the community work together to create a mural.



**Worldwide** - Each summer, for the popular Slide the City festival, more than 200 cities across the world transform a major roadway into a giant water slide.



## GUIDELINES FOR REDEVELOPMENT STRATEGIES

Often required to react to ever-changing conditions, the South Miami CRA should have some involvement in new projects during the course of its existence. This Community Redevelopment Plan, therefore, must provide the South Miami CRA flexibility to adjust to market and political considerations as they occur without impeding its ability to continue moving the redevelopment program forward by providing such flexibility while complying with the provisions of §163, Part III, Florida Statutes. This Plan is not intended to be a major redirection of the South Miami CRA's work plan, but rather to offer the chance to adjust to the changing conditions.

The following will start with strategies that will affect multiple projects (i.e. community benefit strategy), a presentation of specific projects, and will conclude with strategies of a more general nature (i.e. job creation, business assistance, affordable housing). This order of presentation is not to indicate any order of priority or preference. Prioritization of projects/strategies is indicated through a policy of the South Miami Community Redevelopment Agency Board, and through its annual budget.



## *Implementation of a Community Benefits Strategy*

In any project assisted by the South Miami CRA, with the exception of projects in which the South Miami CRA is undertaking on its own, or while working with a non-profit to provide workforce, low, or very-low-income housing, the South Miami CRA can seek to obtain a package of community benefits from the project owner or developer. Community benefits can ensure that outside investments made within the boundaries of the CRA are also investments in its people. The benefits would include assurances that the existing CRA residents/businesses will receive value from the new project in the form of housing and employment opportunities. Additionally, the South Miami CRA could fund economic activities that will spur investment and redevelopment in the CRA. Community benefits could include, but not be limited to, the following:

1. The inclusion of an appropriate amount of below-market rate units. These units may be provided at rates for workforce housing (less than 120% AMI) or for low-income residents (less than 80% AMI). This would ensure the neighborhood will retain its affordability, reduce the potential for existing residents to be displaced, and afford area workers an opportunity to live near where they work. The target workforce for these types of units are often teachers, clerical workers, entry-level professionals, and other service workers. This could also include other housing options for post-secondary students with limited incomes.
2. The South Miami CRA should also strive to ensure these projects maintain appropriate urban design standards that are consistent with the vision for the CRA as a complete and active, pedestrian-friendly, urban neighborhood. To this end, the South Miami CRA should be a part of the review of any project and encourage components such as, but not limited to, the following, when appropriate:
  - a. Architectural components and placement of these components in a manner that enhances building/development functionality and appearance.
  - b. Activated ground floor uses (including the street side of structured parking)
  - c. Structured parking that includes parking for the general public
  - d. Public plazas or other gathering spaces included within the project
  - e. Pedestrian-friendly streetscapes that include:
    - i. Wide sidewalks to allow for pedestrian use and room for activation such as for a sidewalk café.
    - ii. Shade trees
    - iii. Benches
    - iv. Trash receptacles
    - v. Pedestrian level-lighting on appropriately designed light poles
    - vi. Wayfinding signage
    - vii. ADA-compliant hardscaping
    - viii. Bike and scooter parking or docking stations
3. Each project should provide other benefits that may include:
  - a. A percentage of construction jobs earmarked for residents of the CRA
  - b. Shared parking with availability for public parking
  - c. Availability of housing units to residents living within the CRA (especially below-market-rate units)
  - d. Availability of small retail space at below-market rents for local “mom and pop” retail businesses owned by residents living within the CRA.
  - e. General commitments of support of the community which may include but not be limited to:
    - i. Joining or otherwise supporting local non-profit agencies providing services within the CRA.
    - ii. Encouraging employees, residents, businesses to volunteer for local causes
    - iii. Providing for job fairs, internships, or other on-the-job training where appropriate.



## *Public Improvements in Conjunction with Private Projects*

Improvements in the public space and in areas of private property that can be utilized by the general public (parking, plazas, sidewalks, etc.) should be encouraged as community benefits to be provided by the developer/owner of any project. When such projects are not undertaken by the private developer, or they serve a larger neighborhood, and whether projects are undertaken with South Miami CRA assistance or without, there may be a need for the South Miami CRA to invest in infrastructure around a project, or in limited instances within the project. The South Miami CRA should consider, and possibly invest in, improvements to publicly-owned facilities should they be reasonable and if they are improvements to appearance, functionality, or an overall increase in quality-of-life for those residing, visiting, or doing business in the CRA. These improvements may include, but not be limited to, the following:

1. Streetscapes which may include one or more of the following:
  - » Trees
  - » Furniture – benches, trash receptacles, etc.
  - » Bus shelters and benches
  - » Rideshare and mass transit drop-off/pull-outs
  - » Wayfinding signage (both pedestrian and vehicular level)
  - » Informational kiosks
  - » Pedestrian-level street lighting
  - » Additional overall street lighting
  - » Wide, pedestrian-friendly sidewalks
  - » Bike lanes
  - » Other such elements within the public space
2. Public gathering spaces
  - » Public plazas
  - » Small green spaces
  - » Pocket parks
3. Other Infrastructure improvements and upgrades (based on needs identified in the Assessment of Need and Finding of Necessity)
  - » Sidewalks
  - » Streets
  - » Bike lanes/paths
  - » Multi-purpose paths/corridors
  - » Water and Sewer
  - » Undergrounding or relocation of overhead utilities
  - » Provision of public wi-fi
  - » Bike and scooter parking or docking stations
  - » Electric car charging stations
  - » Parking (structured or on-street)
  - » Restrooms facilities
  - » Other such improvements or upgrades that may enhance the area and/or provide for a better quality of life for residents, visitors, and area business customers.



### *Key Activities for the CRA to Undertake*

#### Goal 1

- » Encourage a minimum of 10% of all multi-family housing units within the CRA, at below-market rates for affordability to the workforce, entry-level, or otherwise lower-income families and individuals, as well as a student population.

#### Goal 2

- » Foster a close working relationship with Miami-Dade County to redevelop the property at the MetroRail station to the greater benefit of the public.
- » Enhance street-level activity through ground-floor retail uses and pedestrian-friendly streetscape amenities.
- » Increase public parking opportunities both on public and private land.
- » Enhance safety along key pedestrian routes from parking areas and retail/restaurant areas.
- » Ensure that all streets and sidewalks are free of deficiencies that impair their appearance and function.
- » Construct pedestrian-friendly streetscapes throughout the CRA.

#### Goal 3

- » Seek community benefits from developer(s).
- » Implement financing of any necessary public improvements to foster redevelopment.
- » Increase job opportunities for residents of the CRA and possibly for those of adjacent neighborhoods.
- » Construct streetscapes in commercial, mixed-use, and high-density residential areas that encourage activation.
- » Work closely with the Miami-Dade Water and Sewer Department to ensure modernization of water and wastewater facilities within the CRA.
- » Work with the Miami-Dade Water and Sewer Department to ensure sufficient water and wastewater capacity continues to exist for anticipated projects within the CRA.
- » Evaluate the potential to underground utilities where they currently exist overhead and undertake such projects when found to be cost-beneficial.
- » Evaluate the potential for all infrastructure when undertaking roadway reconstruction or streetscapes, such as undergrounding utilities and upgrading and increasing capacity of existing underground facilities.



## *Parks and Greenspace*

It is imperative that additional greenspace is acquired for the potential new residential units in the CRA. Existing parks will need to be upgraded and new parks constructed to provide for the demand for outdoor open space for recreation, relaxation, and special events.

### *Key Activities for the South Miami CRA to Undertake*

- » Upgrade and encourage more activation of existing parks within the CRA.
- » Upgrade and ensure maintenance of existing greenspaces within the CRA.
- » Utilize small publicly-owned spaces as greenspaces with limited benches and landscaping.
- » Incorporate the upcoming Miami Underline Linear Park project as an asset to the CRA.

## *Housing Affordability*

It should be noted that housing affordability is one of the key programs for the South Miami CRA to undertake. A key tenant of community building is that the most complete communities, those that provide the best environment for their residents, are those that contain people of mixed incomes. When residents in all phases of life, and those with varying types of employment from entry-level professionals to food servers, to teachers, to doctors, and to CEOs of Fortune 500 companies can all live in one area, the community thrives. In today's housing market, however, it is particularly difficult to maintain and expand workforce housing (units for households earning up to 120% of AMI) and lower-income housing (units for households earning below 80% of AMI).

Given these conditions, **the South Miami CRA needs to find ways to ensure housing remains affordable for all income levels within the CRA, but particularly for those households meeting workforce or lower-income guidelines.** It is also important to make sure that housing is available for families.

Two major regulatory methods can be deployed to provide affordable housing – Inclusionary Zoning and Density Bonuses.

- » **Inclusionary Zoning** is a valuable tool the City has already implemented, and will be a valuable asset to the CRA moving forward. Inclusionary Zoning mandates that each new housing project provides a certain percentage of units for households making below a pre-established income level. While utilization of this method ensures a certain number of affordable units, it could have an effect that increases cost to the other residents of the project, because they would have to make up for revenue lost by providing the lower-cost units rather than selling or renting those units at market rates. Additionally, such programs are much more successful when the housing market is booming, and costs exceed revenues by a greater percentage. Therefore, continued effective use of Inclusionary Zoning in the South Miami CRA requires continual monitoring to ensure it remains cost-effective for the housing provider to continue to develop.
- » **Density Bonuses** provide an increase in allowed dwelling units per acre, floor area ratio, or height, and is the most common form of incentive used by inclusionary housing programs.





There are also several programmatic methods the South Miami CRA can employ to increase the supply of affordable housing. All of the following methods will have the effect of lowering housing costs and can be implemented by the South Miami CRA:

To assist For-Profit Housing, the CRA could:

- » Acquire land and sell or give it to a developer at below-market cost.
- » Pay some portion of development costs.
- » Provide a direct subsidy in the form of a rebate equal to a percentage of the increases in taxes paid over a defined period of time after completion if affordable units are provided, if authorized by law.
- » Undertake projects in the public realm that might otherwise be the responsibility of the developer (i.e. streetscapes, sidewalks, roadway improvements)
- » Grant funds to assist in the rehabilitation of an existing housing project.
- » Provide a liaison person knowledgeable in the development approval and building permit processes in the City to shepherd the project through development approvals in an efficient manner.

To assist or partner with Non-Profit Housing, providers the South Miami CRA could:

- » Provide a grant to the non-profit to provide the affordable housing
- » Create a Community Land Trust that would own the land upon which any such for-sale housing would be built. With such an entity, the land trust would continue to own the land that would then be eligible to apply for an exemption from property taxes. The building on the land would remain taxable, however.

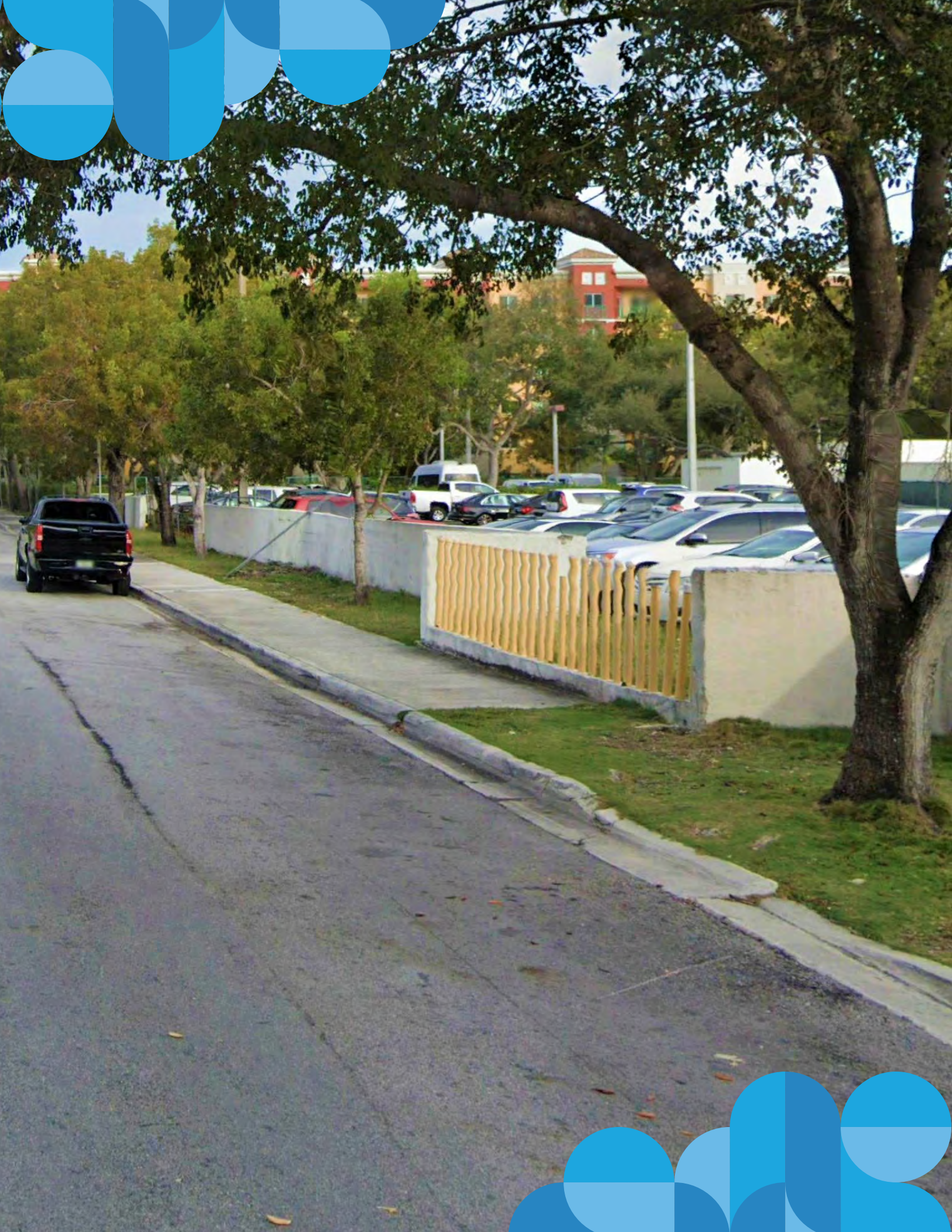
### ***Key Activities for the South Miami CRA to Undertake***

- » Increase the supply of affordable homes for lower-income and workforce households as a percentage of all units within the CRA.
- » Devise and implement programs to assist housing providers in creating affordable units for target households.
- » Consider the creation of a Community Land Trust to own the land upon which affordable units exist.
- » Partner with non-profit organizations to provide affordable units within the CRA.
- » Create and implement programs to assist target income households purchase or rent within their means.
- » Create and implement programs to assist target income households to rehabilitate, and/or maintain units they currently own.
- » Seek new and creative ways to reduce the cost of providing affordable housing.

## **FUNDING SOURCES**

- » The South Miami CRA will be the main funding source for specific programs and auxiliary funding source for other programs within the CRA.
- » Additional funding may be obtained from the City, County, the State of Florida, Federal Agencies, Financial Institutions, Developers, Non-Profit Development Corporations, Seed and Venture Funds, Angel Investors, and Housing Authorities.









## CHAPTER 3

# CRA MARKET ANALYSIS & TAX INCREMENT FINANCING





## MARKET ANALYSIS SUMMARY

A Market Analysis was conducted of the South Miami CRA, which focused on the ability to add value to the community. The report also included an analysis of vacant parcels and those suitable for redevelopment based on underuse or deteriorated structures, a review of the market conditions that support redevelopment, and the ability to extend services throughout the South Miami CRA. To determine the Market Area for the South Miami CRA community, a “drive time” scenario was used to identify the distance that can be driven within a specific time frame. The market conditions were also reviewed, in order to determine sales conducted within the Study Area. The analysis was used to measure the amount of business imported into the South Miami CRA. Additionally, a Demand Analysis was conducted, which projected demand for various product types for both short-term and long-term time frames. The projection of demand included residential, commercial, office, and other uses.

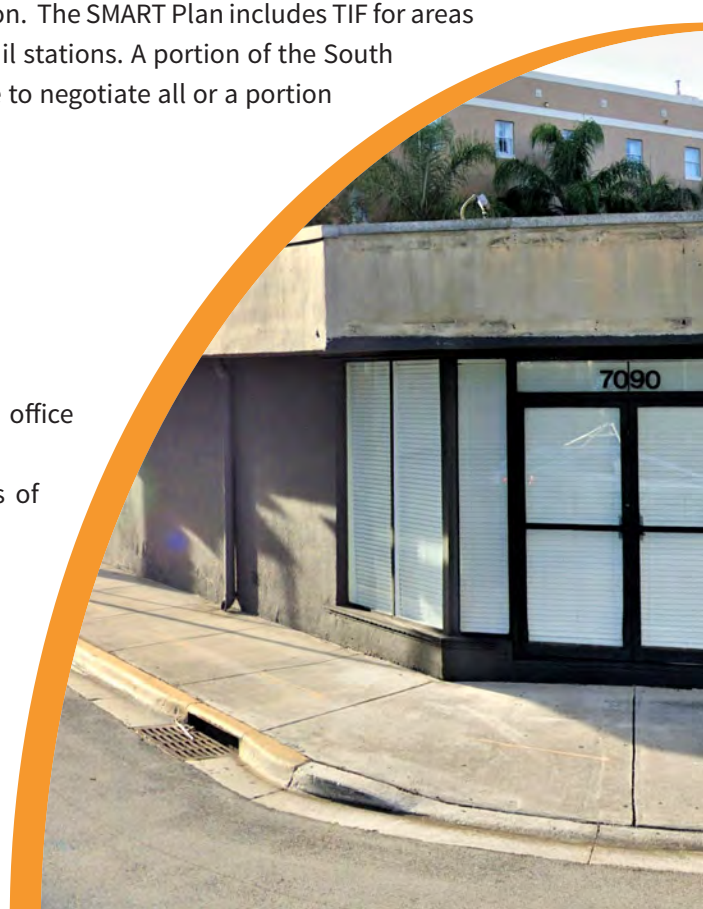
The full Market Analysis Report can be read in [Appendix B](#) of this Plan.

## TAX INCREMENT FINANCING

The growth estimate for the South Miami CRA is 4% per year. Although, in any given year, economic forces may either accelerate or decelerate the growth in Taxable Value, a growth of 4% is appropriate for the total projection period to account for these oscillations.

These projections also assumed that the growth of Tax Increment Financing (TIF) will follow the pattern that has historically occurred. However, it is important to note that all TIF agreements with Miami-Dade County are subject to negotiation. One important issue is the SMART Plan for transportation. The SMART Plan includes TIF for areas that surround the major transportation nodes such as the MetroRail stations. A portion of the South Miami CRA boundary is within this zone and the County may desire to negotiate all or a portion of the TIF.

- » Background growth will average 4% per year
- » New Projects:
  - » *Alta* (6750 Sunset)
  - » *Shops at Sunset Place*
  - » *SoMi Station* (approval controlled by the County)
  - » *HR Acquisition* (property adjacent to existing office development)
  - » *South Miami Hospital properties* (vacant land in areas of multi-family residential)
- » City tax rate of 4.3000 mills, County tax rate of 4.6669 mills
- » 5% of incremental taxes retained by the two taxing authorities



**Table 1** is based on standard procedures of growth and new projects that are anticipated within the South Miami CRA. The City of South Miami's Planning Department was consulted to determine what projects are on the horizon. In addition, vacant land was examined to determine what type of development could occur on these properties. The timing for the anticipated development was based on where the project was in the approval process by the City.

**Table 1: Annual and Cumulative TIF Projections (2019-2050)**

| YEAR | ANNUAL TIF  | CUMULATIVE TIF |
|------|-------------|----------------|
| 2019 | \$2,107,243 | \$2,107,243    |
| 2020 | \$2,263,507 | \$4,370,750    |
| 2021 | \$2,426,022 | \$6,796,772    |
| 2022 | \$3,055,039 | \$9,851,811    |
| 2023 | \$3,368,475 | \$13,220,286   |
| 2024 | \$3,643,337 | \$16,863,624   |
| 2025 | \$3,790,171 | \$20,653,795   |
| 2026 | \$4,013,753 | \$24,667,548   |
| 2027 | \$4,246,277 | \$28,913,825   |
| 2028 | \$4,488,103 | \$33,401,928   |
| 2029 | \$4,739,602 | \$38,141,530   |
| 2030 | \$5,001,161 | \$43,142,691   |
| 2031 | \$5,273,182 | \$48,415,873   |
| 2032 | \$5,556,084 | \$53,971,957   |
| 2033 | \$5,850,302 | \$59,822,258   |
| 2034 | \$6,156,288 | \$65,978,546   |
| 2035 | \$6,474,515 | \$72,453,061   |

*Table 1 (continued): Annual and Cumulative TIF Projections (2019-2050)*

| YEAR | ANNUAL TIF   | CUMULATIVE TIF |
|------|--------------|----------------|
| 2036 | \$6,805,470  | \$79,258,531   |
| 2037 | \$7,149,663  | \$86,408,194   |
| 2038 | \$7,507,624  | \$93,915,818   |
| 2039 | \$7,879,904  | \$101,795,722  |
| 2040 | \$8,267,075  | \$110,062,797  |
| 2041 | \$8,669,732  | \$118,732,529  |
| 2042 | \$9,088,496  | \$127,821,026  |
| 2043 | \$9,524,011  | \$137,345,036  |
| 2044 | \$9,976,946  | \$147,321,982  |
| 2045 | \$10,447,998 | \$157,769,981  |
| 2046 | \$10,937,893 | \$168,707,873  |
| 2047 | \$11,447,383 | \$180,155,257  |
| 2048 | \$11,977,253 | \$192,132,510  |
| 2049 | \$12,528,318 | \$204,660,828  |
| 2050 | \$13,101,425 | \$217,762,253  |





## CHAPTER 4

# COMPLIANCE WITH FLORIDA STATUTES 163.362



## 163.362 (1): BOUNDARIES

The CRA has grown to include a new portion since the approval of Ordinance No. 12-97-1633 (1999). Properties between the southern portion of SW 72nd Street / Sunset Drive and the southern portion of SW 74th Street were added to the CRA. The inclusion of the downtown area allows for the attraction of investment into downtown South Miami, enticing new businesses to unleased storefronts, and increasing usage of underutilized surface parking spaces. These new properties create new economic opportunities for residents living in the CRA, especially the underserved population.

The full Boundary Description can be read in [Appendix A](#) of this document.

## 163.362 (2): ZONING

South Miami's zoning regulations set limitations on building type, size, height, number, and proposed use and is codified as Article III in the South Miami Land Development Code. There are sixteen (16) zoning districts found in the CRA out of a total of twenty-nine (29) zoning use districts within the City of South Miami. The district includes single-family, multi-family, office, retail, institutional, recreational, light industrial, and transit-oriented development uses. Planned Unit Development is allowed in zones specified in South Miami's Land Development Code. Section 20-3.5 regulates the dimensional requirements of zoning districts in the City. [Table 2](#) summarizes each zoning category found in the CRA and shows each zoning type's maximum height and density requirements if applicable.

Permitted uses are regulation in Section 20-3.3 of the city's Land Development Code. The light industrial zoning is located in the TODD near the South Miami Metro-Rail Station and allows various manufacturing and intensive uses such as the manufacturing of apparel, cabinets, food, furniture, and other items. Public Parks and Playgrounds are permitted in most zoning districts except in TODD, Hospital, and various other districts. Home occupation is permitted as a use in the residential districts listed in [Table 3](#). The RM-18 and RM-24 Multi-Family districts allow for Community Residential Home usage with up to seven or more residents, while the RS-3 and RS-4 districts allow up to six residents in Community Residential Homes.

In the TODD MU-5 and MU-6 zoning districts, inclusionary Zoning ensures new housing projects provide a certain level of units for households making below a pre-established income level.



**Table 2: Zoning Categories within the CRA**

| ZONING CATEGORY                              | USES PERMITTED BY RIGHT                                                                                                                                                                    | MAXIMUM DENSITY             | MAXIMUM HEIGHT   |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------|
| Low-Density Residential (RS-3)               | Single-Family Dwelling; Community Residential Home                                                                                                                                         | Max FAR Limited by Lot Size | 2 Stories; 25 ft |
| Single Family Residential (RS-4)             | Single-Family Dwelling; Community Residential Home                                                                                                                                         | Max FAR Limited by Lot Size | 2 Stories; 25 ft |
| Low-Density Multi-Family Residential (RM-18) | Single-Family Dwelling; Townhouse Dwelling; Two-Family Dwelling; Multi-Family Dwelling; Community Residential Home                                                                         | 18 DU/Acre                  | 2 Stories; 30 ft |
| Medium Density Multi-Family (RM-24)          | Single-Family Dwelling; Townhouse Dwelling; Two-Family Dwelling; Multi-Family Dwelling; Community Residential Home                                                                         | 24 DU/Acre                  | 4 Stories; 50 ft |
| Residential Office (RO)                      | Community Residential Home; Home Occupation                                                                                                                                                | 0.30 FAR                    | 2 Stories; 25 ft |
| Low-Intensity Office (LO)                    | Boardinghouse; Tourist Dwelling; Convalescent Home; Park or Playground, Public; Museum, Library or Art Gallery                                                                             | 0.70 FAR                    | 2 Stories; 30 ft |
| Medium Intensity Office (MO)                 | Boardinghouse; Tourist Dwelling; Convalescent Home; Park or Playground, Public; Museum, Library or Art Gallery; Early Childhood Child Care, Pre-K, Pre-School; Governmental Administration | 1.60 FAR                    | 4 Stories; 50 ft |
| Neighborhood Retail (NR)                     | Some Business and Professional Services                                                                                                                                                    | 0.25 FAR                    | 2 Stories; 25 ft |



**Table 2 (continued): Zoning Categories within the CRA**

| ZONING CATEGORY           | USES PERMITTED BY RIGHT                                                                                             | MAXIMUM DENSITY | MAXIMUM HEIGHT                        |
|---------------------------|---------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------|
| Specialty Retail (SR)     | Ground Floor Retail With Office and Residential on the Upper Floors                                                 | 0.70 FAR        | 4 Stories; 50 ft                      |
| Hospital (H)              | Hospital (Special Use); Accessory Medical Services (Special Use); Chiro Clinic (Special Use); Labs; Medical Offices | N/A             | None Specified                        |
| Public Institution (PI)   | Daycare; Municipal Uses, Parks, Religious (Special Use)                                                             | N/A             | Compatible with Surrounding Districts |
| Parks and Recreation (PR) | Parks and Open Space                                                                                                | N/A             | N/A                                   |

**Table 3: TODD Zoning Categories within the CRA**

| ZONING CATEGORY                 | USES PERMITTED                                                                                                   | MAXIMUM DENSITY             | MAXIMUM HEIGHT                                                      |
|---------------------------------|------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------|
| Mixed-Use 4 (TODD MU-4)         | Residential Uses; Commercial Uses                                                                                | Limited by Provided Parking | 2 Stories                                                           |
| Mixed-Use 5 (TODD MU-5)         | Residential Uses; Commercial Uses                                                                                | Limited by Provided Parking | 2 Stories Minimum; 4 Stories Max; up to 8 Stories with bonus; 100ft |
| Light Industrial 4 (TODD LI-4)  | Residential Uses; Commercial Uses; Light Industrial Uses                                                         | Limited by Provided Parking | 2 Stories                                                           |
| Public/ Institutional (TODD PI) | Schools; Government Facilities; Utilities; Churches and Similar Uses; Uses Permitted in other TODD Subcategories | N/A                         | Compatible with Surrounding Districts                               |



## 163.362 (3): NEIGHBORHOOD IMPACT ELEMENT

### *Relocation*

Pursuant to Florida Statute 163.362(7), the South Miami CRA is required to, “Provide assurances that there will be replacement housing for the relocation of persons temporarily or permanently displaced from housing facilities within the community redevelopment area”. Residents may need to relocate from current affordable housing stock from the South Miami affordable housing development while the area is redeveloped into improved affordable housing units. A relocation plan shall be made by the South Miami CRA before even one person is displaced from the aforementioned community.

### *Traffic Circulation*

The proposed projects that will be built in the CRA are intended to reduce the amount of traffic in the city by creating a more walkable environment. The proposed projects and Future Land Use in the CRA encourages a compact, walkable development pattern. The future development of South Miami will include more mixed-use and Transit-Oriented Development in the TODD and other appropriate districts within the CRA. The development pattern of the CRA will encourage mass transit usage, therefore reducing road traffic.

Public transit options that residents and visitors are able to utilize are the Miami MetroRail, which has a station that is located within the CRA, and the MetroBus to connect to the rest of the County. South Miami CRA funds could also be used to supplement some of the proposed improvements in the South Miami Intermodal Transportation Plan. Improvements within the CRA will give residents the opportunity to drive less and use other modes of transportation instead of their personal automobile.

### *Environmental Quality*

The redevelopment activities of the Community Redevelopment Plan will add special programs and funding to ensure environmental quality. In addition to drainage, sewer hookups, and other more traditional redevelopment programs, the Agency will create a fund and programs to address the more serious environmental clean-up problems associated with the re-use of contaminated sites. Without funds allocated specifically for environmental clean-up, it may not be financially feasible to redevelop contaminated sites when future opportunities arise.

### *Availability of Community Facilities and Services*

The South Miami CRA aims to provide services that are oriented towards improvements in the economic prospects and public life of its residents. The community has expressed a desire for certain public facilities such as a free center for teenagers. The CRA community also desires a training/apprenticeship program for jobs, financial and entrepreneurship training, and legal support/incentives to keep ownership of property in the community.

### *School Population*

The J.R.E Lee Educational Center and Somerset Academy (Elementary and Middle) are presently the only schools and or educational facilities located in the redevelopment area. The J.R.E Lee Educational Center is a SPED Service Center, a facility that provides Exceptional Student Education support services to multiple schools in the Southern portion of Miami Dade County. The Somerset Academy opened in the 2009-2010 school year as a free charter school.



# 163.362 (4): PUBLICLY FUNDED CAPITAL IMPROVEMENT PROJECTS

**Table 4: Publicly Funded Capital Improvement Projects**

| PROJECT DESCRIPTION                                                                                              | GOALS                   |
|------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>CITY FACILITIES</b>                                                                                           |                         |
| Gibson Bethel Community Center - Air Conditioning                                                                | Operational Enhancement |
| Gibson Bethel Community Center - Basketball Gymnasium Bleacher                                                   | Operational Enhancement |
| Gibson Bethel Community Center - Restroom Renovations                                                            | Operational Enhancement |
| Gibson Bethel Community Center - Solar                                                                           | Operational Enhancement |
| Police Department and City Hall - Air Conditioning                                                               | Operational Enhancement |
| Police Station Front Foyer and Parking Lot - Lighting Improvements                                               | Operational Enhancement |
| Public Works Building - Solar                                                                                    | Operational Enhancement |
| <b>MISCELLANEOUS</b>                                                                                             |                         |
| Chamber Digital Audio and Rebuild Project                                                                        | Operational Enhancement |
| Downtown Area - Rubber Mulch for Tree Grates                                                                     | Operational Enhancement |
| Marshall Williamson Park - Sidewalks                                                                             | Goal 2                  |
| Marshall Williamson Park - Outdoor Fitness Zone w/ support facilities                                            | Goal 3                  |
| Marshall Williamson Park - Playground PIP Rubber Surface                                                         | Goal 3                  |
| Murray Park - Playground PIP Rubber Surface                                                                      | Goal 3                  |
| Murray Park - Replace Ball Field Fencing                                                                         | Goal 3                  |
| Pedestrian Bridge Study Over U.S. 1 between SW 57 <sup>th</sup> Ave and SW 72 <sup>nd</sup> St Feasibility Study | Goal 2                  |
| Pool Facilities - Solar                                                                                          | Operational Enhancement |
| SW 58 <sup>th</sup> Ave Intersection at U.S. 1 - Design and Construction                                         | Goal 2                  |
| SW 59 <sup>th</sup> Pl and SW 69 <sup>th</sup> St - Traffic Study                                                | Goal 2                  |
| SW 62 <sup>nd</sup> St (59 <sup>th</sup> CT to 62 <sup>nd</sup> Ave) - Road Resurfacing                          | Goal 2                  |
| SW 64 <sup>th</sup> St Bike Lane and Road Improvements (SW 57 <sup>th</sup> Ave to SW 62 <sup>nd</sup> Ave)      | Goal 2                  |
| SW 73 <sup>rd</sup> St (57 <sup>th</sup> CT to 58 <sup>th</sup> Ave) - Road Resurfacing                          | Goal 2                  |







## 163.362 (5): SAFEGUARDS

### *Redevelopment Activities*

1. The South Miami CRA shall file an annual report with the state's Auditor General's Office, the Miami-Dade County Board of County Commissioners, the Miami-Dade County Clerk's Office, the City Commission, and the City Clerk's Office. This report shall contain a programmatic overview of the activities of the South Miami CRA as allowed by the Redevelopment Plan.
2. The South Miami CRA Board shall be fully subject to the Florida Sunshine Law and will meet regularly in a public forum.
3. The South Miami CRA Board shall publicly adopt by-laws to govern its activities and to ratify its administrative policies.

### *Financial Accountability*

1. The South Miami CRA shall maintain adequate records to provide for an annual audit which shall be conducted by a knowledgeable Certified Public Accountant selected by the City Commission. The findings of the audit shall be presented at a public meeting of the South Miami CRA Board. Such findings shall be forwarded to the state Auditor General's Office by March 31 of each year for the preceding fiscal year which shall run from October 1 through September 30. The annual Audit Report shall be accompanied by the South Miami CRA's Annual Report and shall be provided to the City Commission, City Clerk's Office, Miami-Dade County Board of County Commissioners and the Miami-Dade County Clerk's Office for public review and availability. Legal notice in a newspaper of general circulation shall be provided to inform the public of the availability for review of the Annual Audit and Annual Report.
2. All South Miami CRA Tax Increment Financing funds shall be held in a Redevelopment Trust Fund separately from other funds, as required by State Law.

## 163.362 (6): LAND SOLD OR LEASE FOR PRIVATE USE

The South Miami CRA shall provide adequate safeguards to ensure that all leases, deeds, contracts, agreements, and declarations of restrictions relative to any real property conveyed shall contain restrictions, covenants, running with the land and its uses, or other such provisions necessary to carry out the goals and objectives of the Plan.

## 163.362 (7): ASSURANCE OF RELOCATION HOUSING

In the future, if any unforeseen redevelopment project involving the South Miami CRA requires that even one person be displaced from either a rented or owned housing unit, the project proposal must contain a relocation plan which adheres to all applicable laws. The relocation proposal must be approved by the South Miami Community Redevelopment Agency Board in a publicly noticed Agency meeting prior to any final approval of the project.

If any future projects were to require relocation and Agency monies were to be “partnered” with Federal funds, the South Miami CRA shall make it a condition of Agency participation that all provisions of the Uniform Relocation Assistance Act are met. This strategy adheres to the requirements of Chapters 163 and 421, Florida Statutes.

## 163.362 (8): RESIDENTIAL USE ELEMENT

Please refer to the *Redevelopment Projects Underway* sub-section of this Plan, which includes affordable housing projects for the CRA.

## 163.362 (9): PROJECTED COST OF REDEVELOPMENT

**Table 5: Projected Cost of Redevelopment**

| PROJECT DESCRIPTION                                                                                         | FY 2019   | FY 2020   | FY 2021 | FY 2022 |
|-------------------------------------------------------------------------------------------------------------|-----------|-----------|---------|---------|
| Traffic Study for SW 59 <sup>th</sup> Pl and SW 69 <sup>th</sup> St                                         | \$25,000  |           |         |         |
| SW 64 <sup>th</sup> St Bike Lane and Road Improvements (SW 57 <sup>th</sup> Ave to SW 62 <sup>nd</sup> Ave) | \$438,916 |           |         |         |
| Road Resurfacing - SW 73 <sup>rd</sup> St (57 <sup>th</sup> CT to 58 <sup>th</sup> Ave)                     |           | \$20,000  |         |         |
| Road Resurfacing SW 62 <sup>nd</sup> St (59 <sup>th</sup> CT to 62 <sup>nd</sup> Ave)                       |           | \$20,000  |         |         |
| SW 58 <sup>th</sup> Ave Intersection at U.S. 1 - Design and Construction                                    |           | \$200,000 |         |         |
| Gibson Bethel Community Center: Restroom Renovations                                                        | \$135,846 |           |         |         |



**Table 5 (continued): Projected Cost of Redevelopment**

| PROJECT DESCRIPTION                                                                                              | FY 2019            | FY 2020   | FY 2021  | FY 2022   |
|------------------------------------------------------------------------------------------------------------------|--------------------|-----------|----------|-----------|
| Gibson Bethel Community Center - Basketball Gymnasium Bleacher                                                   | \$50,000           |           |          |           |
| Murray Park: Playground PIP Rubber Surface                                                                       |                    |           | \$50,000 |           |
| Murray Park: Replace Ball Field Fencing                                                                          |                    |           |          | 65,000.00 |
| Marshall Williamson Park - Outdoor Fitness Zone w/ support facilities                                            |                    | \$50,000  |          |           |
| Marshall Williamson Park - Playground PIP Rubber Surface                                                         | \$70,000           |           |          |           |
| Marshall Williamson Park - Sidewalks                                                                             | \$100,000          |           |          |           |
| Gibson Bethel Community Center - Air Conditioning                                                                | \$40,000           |           |          |           |
| Police Department / City Hall Air Conditioning                                                                   | \$20,000           |           |          |           |
| Police Station Front Foyer / Parking Lot Lighting Improvements                                                   | \$10,000           |           |          |           |
| Pedestrian Bridge Study Over U.S. 1 between SW 57 <sup>th</sup> Ave and SW 72 <sup>nd</sup> St Feasibility Study | \$100,000          |           |          |           |
| Rubber Mulch for Tree Grates - Downtown Area                                                                     | \$5,000            |           |          |           |
| Chamber Digital Audio and Rebuild Project                                                                        | \$100,000          |           |          |           |
| Solar for Community Center                                                                                       |                    | \$50,000  |          |           |
| Solar for Pool                                                                                                   |                    | \$50,000  |          |           |
| Solar for City Hall                                                                                              |                    | \$50,000  |          |           |
| Downtown Improvements - Sunset Dr between U.S. 1 and SW 57 <sup>th</sup> Ave                                     | \$445,000          |           |          |           |
| Total Capital Improvements by Year within CRA                                                                    | \$1,539,762        | \$440,000 | \$50,000 | \$65,000  |
| <b>Total Capital Improvements within CRA</b>                                                                     | <b>\$2,094,762</b> |           |          |           |

## 163.362 (10): TIME CERTAIN AND SEVERABILITY

All redevelopment activities financed by increment revenues shall have a maximum duration, or commitment of up to twenty (20) years extension, plus an option for ten (10) additional years if certain milestones are met or maybe such time as may be agreed to in the interlocal agreement between the Miami-Dade County Commission, the City of South Miami, and the South Miami CRA. The start date for the twenty-year clock shall be from the adoption and approval date of the Community Redevelopment Plan or any amended Community Redevelopment Plan by the Miami-Dade County Commission.



# APPENDICES

- » [Appendix A – CRA Legal Description & Boundary Map](#)
- » [Appendix B – CRA Market Analysis](#)
- » [Appendix C – Map Series](#)





## APPENDIX A

CRA LEGAL DESCRIPTION &  
BOUNDARY MAP



# EXISTING CRA BOUNDARY LEGAL DESCRIPTION

BEGINNING AT A POINT, SAID POINT BEING THE SOUTHEAST CORNER OF SECTION 25, TOWNSHIP 54 SOUTH, RANGE 40 EAST AND BEING THE INTERSECTION OF THE CENTERLINE OF SOUTHWEST 57 AVENUE (RED ROAD) AND THE CENTERLINE OF SOUTHWEST 72 STREET ( SUNSET DRIVE); THENCE RUNNING WESTERLY ALONG THE SOUTH LINE OF THE AFORESAID SECTION 5, SAID LINE BEING THE CENTERLINE OF SOUTHWEST 72 STREET ( SUNSET DRIVE), A DISTANCE OF 2, 640 FEET, MORE OR LESS, TO THE INTERSECTION OF THE CENTERLINE SOUTHWEST 72 STREET ( SUNSET DRIVE) AND THE CENTERLINE OF SOUTHWEST 62 AVENUE PAUL TEVIS ROAD), THE SAME BEING THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 25; THENCE, RUNNING NORTHERLY ALONG THE WEST LINE OF THE SOUTHEAST QUARTER, THE SAME BEING THE CENTERLINE OF SOUTHWEST 62 AVENUE ( PAUL TEVIS ROAD), A DISTANCE OF 3, 463 FEET, MORE OR LESS, TO THE INTERSECTION OF THE CENTERLINE OF SOUTHWEST 62 AVENUE (PAUL TEVIS ROAD) AND A LINE, THE SAME BEING THE WESTERN EXTENSION OF THE NORTHERN RIGHT -OF -WAY LINE OF SOUTHWEST 62 STREET; THENCE RUNNING EASTERLY ALONG SAID LINE, AND CONTINUING ALONG THE NORTHERN RIGHT -OF -WAY LINE OF SOUTHWEST 62 STREET, A DISTANCE OF 1, 362 FEET, MORE OR LESS, TO THE INTERSECTION OF THE NORTHERN RIGHT-OF -WAY LINE OF SOUTHWEST 62 STREET AND THE EASTERN RIGHT -OF -WAY LINE OF SOUTHWEST 59 AVENUE; THENCE RUNNING SOUTHERLY ALONG THE EASTERN RIGHT -OF -WAY LINE OF SOUTHWEST 59 AVENUE, A DISTANCE OF 159 FEET, MORE OR LESS, TO THE INTERSECTION OF THE EASTERN RIGHT -OF -WAY LINE OF SOUTHWEST 59 AVENUE AND A LINE, THE SAME BEING THE WESTERN EXTENSION OF THE NORTH LINE OF LOTS A, B, C AND D OF BLOCK 1, UNIVERSITY GARDENS NO. 1 SUBDIVISION, A RE -PLAT OF BLOCK 2, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 91 AT PAGE 36 IN THE PUBLIC RECORDS OF DADE COUNTY, FLORIDA; THENCE RUNNING EASTERLY ALONG THE NORTH LINE OF SAID LOTS A, B, C, AND D, A DISTANCE OF 309 FEET, MORE OR LESS, TO THE NORTHEAST CORNER OF SAID LOT A, THE SAME BEING THE NORTHEAST CORNER OF UNIVERSITY GARDENS NO. 1 SUBDIVISION; THENCE SOUTHERLY ALONG THE EASTERN LINE OF UNIVERSITY GARDENS NO. L SUBDIVISION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 89 AT PAGE 15 IN THE PUBLIC RECORDS OF DADE COUNTY, FLORIDA, A DISTANCE OF 662 FEET, MORE OR LESS, TO THE SOUTHEAST CORNER OF UNIVERSITY GARDENS NO. L SUBDIVISION, THE SAME BEING A POINT IN THE CENTERLINE OF SOUTHWEST 64 STREET ( HARDEE DRIVE); THENCE RUNNING EASTERLY ALONG THE CENTERLINE OF SOUTHWEST 64 STREET ( HARDEE DRIVE), THE SAME BEING THE NORTH LINE OF THE SOUTH HALF OF SAID SECTION 25, A DISTANCE OF 990 FEET, MORE OR LESS, TO THE INTERSECTION OF THE CENTERLINE OF SOUTHWEST 64 STREET (HARDEE DRIVE) AND THE CENTERLINE OF SOUTHWEST 57 AVENUE ( RED ROAD), THE SAME BEING THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 25; THENCE RUNNING SOUTHERLY ALONG THE CENTERLINE OF SOUTHWEST 57 AVENUE ( RED ROAD), A DISTANCE OF 2, 640 FEET, MORE OR LESS, TO THE INTERSECTION OF THE CENTERLINE OF SOUTHWEST 57 AVENUE ( RED ROAD) AND THE CENTERLINE OF SOUTHWEST 72 STREET ( SUNSET DRIVE), THE SAME BEING THE SOUTHEAST CORNER OF SAID SECTION 25, TOWNSHIP 54 SOUTH, RANGE 40 EAST, SAID POINT BEING THE POINT OF BEGINNING.



# 2019 CRA BOUNDARY EXPANSION LEGAL DESCRIPTION

BEGINNING AT A POINT, SAID POINT BEING THE SOUTHEAST CORNER OF SECTION 25 TOWNSHIP 54 SOUTH, RANGE 40 EAST AND BEING THE INTERSECTION OF THE CENTERLINE OF SOUTHWEST 57TH AVENUE (RED ROAD) AND THE CENTERLINE OF SOUTHWEST 72ND STREET (SUNSET DRIVE); THENCE CONTINUE SOUTHERLY ALONG SAID CENTERLINE 897 FEET, MORE OR LESS, TO THE INTERSECTION OF THE CENTERLINE OF SOUTHWEST 74TH TERRACE; THENCE WESTERLY ALONG SAID CENTERLINE 685 FEET, MORE OR LESS, TO THE WESTERLY RIGHT-OF-WAY LINE OF SOUTHWEST 58TH AVENUE; THENCE NORTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE 43 FEET, MORE OR LESS TO THE CENTERLINE OF SOUTHWEST 74TH TERRACE; THENCE WESTERLY 685 FEET, MORE OR LESS, TO THE WESTERLY RIGHT-OF-WAY LINE OF SOUTHWEST 59TH AVENUE; THENCE NORTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE 29 FEET, MORE OR LESS, TO THE SOUTHERLY LINE OF LOTS 54, 55, AND 56 AMERICAN TOWNSITE COMPANY'S SUBDIVISION NO 1 OF LARKIN, PLAT BOOK 3, PAGE 134 MIAMI-DADE COUNTY RECORDS; THENCE WESTERLY ALONG SAID SOUTHERLY LINE AND WESTERLY EXTENSION THEREOF AND ALONG THE SOUTHERLY LINE OF LOTS 29, 30, AND 31 OF SAID PLAT A DISTANCE OF 305 FEET MORE OR LESS, TO THE NORTHEAST CORNER OF LOT 25 OF SAID PLAT; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID LOT 25 A DISTANCE OF 48 FEET MORE OR LESS TO THE SOUTHEAST CORNER OF SAID LOT 25; THENCE WESTERLY ALONG SAID SOUTH LINE AND WESTERLY EXTENSION 186 FEET MORE OR LESS TO THE WESTERLY RIGHT-OF-WAY LINE OF SOUTHWEST 59TH PLACE; THENCE NORTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE 48 FEET, MORE OR LESS, TO THE SOUTHEAST CORNER OF LOT 3 OF SAID PLAT; THENCE WESTERLY ALONG THE SOUTHERLY LINE OF LOTS 1, 2, AND 3 OF SAID PLAT 144 FEET TO A POINT ON THE EAST LINE OF LOT 2, BLOCK 2 OF MAP OF LARKIN PINES, PLAT BOOK 24 PAGE 20, MIAMI-DADE COUNTY RECORDS; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID LOT 2 AND THE EAST LINE OF LOT 3, BLOCK 2 OF SAID PLAT, 163 FEET, MORE OR LESS, TO THE SOUTHEAST CORNER OF SAID LOT 3; THENCE NORTHWESTERLY ALONG THE SOUTHERLY LINE OF SAID LOT , 124.7 FEET, MORE OR LESS, TO THE EAST RIGHT-OF-WAY LINE OF SOUTHWEST 61ST AVENUE; THENCE NORTHERLY AND NORTHWESTERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE 315 FEET, MORE OR LESS, TO THE CENTERLINE OF SOUTH DIXIE HIGHWAY (US1) AS SHOWN ON SAID PLAT; THENCE SOUTHWESTERLY ALONG SAID CENTERLINE 587 FEET, MORE OR LESS, TO THE INTERSECTION OF THE CENTERLINE OF SOUTHWEST 62ND AVENUE (PAUL TEVIS ROAD); THENCE NORTHERLY ALONG SOUTHWEST 62ND AVENUE (PAUL TEVIS ROAD) SAID LINE ALSO BEING THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 36, TOWNSHIP 54 SOUTH, RANGE 40 EAST, A DISTANCE OF 1049 FEET, MORE OR LESS, TO THE INTERSECTION OF THE CENTERLINE OF SAID SOUTHWEST 72ND STREET (SUNSET DRIVE) SAID INTERSECTION POINT ALSO BEING THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF SECTION 25, TOWNSHIP 54 SOUTH, RANGE 40 EAST; THENCE EASTERLY ALONG THE CENTERLINE OF SAID SOUTHWEST 72ND STREET (SUNSET DRIVE) SAID LINE ALSO BEING THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 25, A DISTANCE OF 2640 FEET, MORE OR LESS, TO THE INTERSECTION OF THE CENTERLINE OF SOUTHWEST 57TH AVENUE (RED ROAD) SAID POINT ALSO BEING THE SOUTHEAST CORNER OF SAID SECTION 25, SAID POINT ALSO BEING THE POINT OF BEGINNING.

South Miami Community Redevelopment Agency

## COMMUNITY REDEVELOPMENT AREA BOUNDARY







## APPENDIX B

### CRA MARKET ANALYSIS



## MARKET AREA

The definition of the Market Area will be the “Drive Time” analysis which establishes an area based on the distance a person can drive within a specified period of time. For the South Miami area, a “Drive Time” of 15 minutes has been established to identify the distance people are willing to travel for basic services. The “Drive Time” is established based on a central point within the CRA area.

[Exhibit 1](#) illustrates the 15 minute “Drive Time” area with the central point of the CRA as its focus.

### Exhibit 1: Drive Time Map



Source: Environics Analytics

# MARKET CONDITIONS

## *Gap Analysis*

Gap Analysis refers to a determination of the difference between the number of goods and services demanded by the residents of the Market Area and the business conducted by the establishments within that same area. Where the population demands more goods and services than the local businesses provide, they must travel outside of the Market Area. The industry considers this difference an Opportunity Gap where the Market Area could support more businesses in the selected industries.

Environics Analytics was consulted to determine the Opportunity Gap that may exist for the South Miami Area. The gap identifies which types of businesses could be supported.

Due to the location of significant commercial areas along Dixie Highway, South Red Road, and Sunset Drive, the Market Area only has a limited Opportunity Gap. The entire area has a Supply that is over \$2.9 billion higher than the demand.

However, certain industries do have an Opportunity Gap and can provide a focus of additional attraction for new business. These industries are:

- » Lawn and Garden stores
- » Hardware stores
- » Convenience stores
- » Baked Goods Stores
- » General Merchandise Stores
- » Electronics Stores
- » Cafeterias
- » Ice cream Shops
- » Doughnut Shops
- » Snack Stores

## *Labor Force and Business Inventory*

The Labor Force is determined based on the amount of the population over 16 years of age. Persons under that age are not considered participants in the potential Labor Force. Statistics for the CRA area and the Market Area were obtained from Environics Analytics for the current time frame. [Appendix Table 1](#) presents the labor force statistics; [Appendix Table 2](#) presents the number of commercial businesses and employment; and [Appendix Table 3](#) presents the retail spending by classification in the Market Area.

**Appendix Table 1: Labor Force Statistics**

| CATEGORY               | CRA AREA      |         | MARKET AREA   |         |
|------------------------|---------------|---------|---------------|---------|
|                        | NUMBER        | PERCENT | NUMBER        | PERCENT |
| White-Collar Employees | 3,295         | 68.0    | 141,536       | 68.2    |
| Blue Collar Employees  | 496           | 10.2    | 30,032        | 14.5    |
| Service Employees      | 1,055         | 21.8    | 36,004        | 17.3    |
| Total Employees        | 4,846         | 100.0   | 207,572       | 100.0   |
| Time to Travel to Work | 31.06 Minutes |         | 33.37 Minutes |         |
| Unemployment Rate      | 11.2%         |         | 5.2%          |         |

Source: Environics Analytics

**Appendix Table 2: Number of Commercial Businesses and Employment**

| INDUSTRY                       | CRA AREA       |              |  | MARKET AREA    |               |
|--------------------------------|----------------|--------------|--|----------------|---------------|
|                                | ESTABLISHMENTS | EMPLOYEES    |  | ESTABLISHMENTS | EMPLOYEES     |
| Motor Vehicles                 | 5              | 28           |  | 431            | 6,223         |
| Furniture                      | 8              | 22           |  | 252            | 1,760         |
| Electronics                    | 4              | 29           |  | 251            | 1,941         |
| Building Materials/Gardening   | 8              | 48           |  | 311            | 2,494         |
| Food Stores                    | 15             | 158          |  | 426            | 6,821         |
| Health Supplies                | 23             | 202          |  | 497            | 3,527         |
| Gasoline/Service               | 8              | 39           |  | 163            | 797           |
| Clothing Stores                | 31             | 109          |  | 797            | 4,930         |
| Sporting Goods/Hobbies         | 9              | 61           |  | 227            | 1,514         |
| General Merchandise            | 2              | 7            |  | 283            | 5,772         |
| Miscellaneous                  | 31             | 215          |  | 739            | 4,490         |
| Non Store                      | 1              | 2            |  | 62             | 594           |
| Accommodations and Restaurants | 72             | 852          |  | 1,689          | 25,293        |
| <b>TOTAL</b>                   | <b>217</b>     | <b>1,772</b> |  | <b>6,128</b>   | <b>66,156</b> |

Source: Environics Analytics



**Appendix Table 3: Retail Spending by Classification in the Market Area**

| CATEGORY                                                                       | SPENDING BY POPULATION |
|--------------------------------------------------------------------------------|------------------------|
| Total retail trade including food and drink (NAICS 44, 45 and 722)             | 8,339,531,581          |
| Total retail trade (NAICS 44 and 45)                                           | 7,400,162,208          |
| <b>Motor vehicle and parts dealers (NAICS 441)</b>                             | <b>1,950,723,274</b>   |
| Automobile dealers (NAICS 4411)                                                | 1,702,764,296          |
| Other motor vehicle dealers (NAICS 4412)                                       | 135,357,759            |
| <i>Recreational vehicle dealers (NAICS 44121)</i>                              | <i>39,621,111</i>      |
| <i>Motorcycle, boat, and other motor vehicle dealers (NAICS 44122)</i>         | <i>95,736,648</i>      |
| Boat dealers (NAICS 441222)                                                    | 30,343,701             |
| Motorcycle, ATV, and all other motor vehicle dealers (NAICS 441228)            | 65,392,946             |
| Automotive parts, accessories, and tire stores (NAICS 4413)                    | 112,601,219            |
| <i>Automotive parts and accessories stores (NAICS 44131)</i>                   | <i>67,317,266</i>      |
| <i>Tire dealers (NAICS 44132)</i>                                              | <i>45,283,953</i>      |
| <b>Furniture and home furnishings stores (NAICS 442)</b>                       | <b>144,692,998</b>     |
| Furniture stores (NAICS 4421)                                                  | 86,450,911             |
| Home furnishings stores (NAICS 4422)                                           | 58,242,087             |
| <i>Floor covering stores (NAICS 44221)</i>                                     | <i>9,443,932</i>       |
| <i>Other home furnishings stores (NAICS 44229)</i>                             | <i>48,798,155</i>      |
| Window treatment stores (NAICS 442291)                                         | 2,423,679              |
| All other home furnishings stores (NAICS 442299)                               | 46,374,476             |
| <b>Electronics and appliance stores (NAICS 443)</b>                            | <b>125,474,385</b>     |
| Household appliance stores (NAICS 443141)                                      | 19,683,488             |
| Electronics stores (NAICS 443142)                                              | 105,790,897            |
| <b>Building material and garden equipment and supplies dealers (NAICS 444)</b> | <b>542,710,081</b>     |
| Building material and supplies dealers (NAICS 4441)                            | 466,330,290            |
| <i>Home centers (NAICS 44411)</i>                                              | <i>256,850,804</i>     |
| <i>Paint and wallpaper stores (NAICS 44412)</i>                                | <i>12,456,353</i>      |
| <i>Hardware stores (NAICS 44413)</i>                                           | <i>40,484,767</i>      |
| <i>Other building material dealers (NAICS 44419)</i>                           | <i>156,538,367</i>     |
| Lawn and garden equipment and supplies stores (NAICS 4442)                     | 76,379,791             |
| <b>Food and beverage stores (NAICS 445)</b>                                    | <b>972,647,031</b>     |
| Grocery stores (NAICS 4451)                                                    | 864,929,409            |
| Specialty food stores (NAICS 4452)                                             | 30,582,513             |
| <i>Meat markets (NAICS 44521)</i>                                              | <i>10,031,722</i>      |
| <i>Fish and seafood markets (NAICS 44522)</i>                                  | <i>3,679,860</i>       |
| <i>Fruit and vegetable markets (NAICS 44523)</i>                               | <i>6,259,742</i>       |
| <i>Other specialty food stores (NAICS 44529)</i>                               | <i>10,611,188</i>      |
| Baked goods stores and confectionery and nut stores (NAICS 445291 + 445292)    | 5,694,409              |
| All other specialty food stores (NAICS 445299)                                 | 4,916,779              |
| Beer, wine, and liquor stores (NAICS 4453)                                     | 77,135,111             |
| <b>Health and personal care stores (NAICS 446)</b>                             | <b>473,200,455</b>     |
| Pharmacies and drug stores (NAICS 44611)                                       | 391,689,898            |
| Cosmetics, beauty supplies, and perfume stores (NAICS 44612)                   | 30,033,982             |
| Optical goods stores (NAICS 44613)                                             | 18,213,042             |
| Other health and personal care stores (NAICS 44619)                            | 33,263,534             |
| <i>Food (health) supplement stores (NAICS 446191)</i>                          | <i>12,082,028</i>      |
| <i>All other health and personal care stores (NAICS 446199)</i>                | <i>21,181,506</i>      |
| <b>Gasoline stations (NAICS 447)</b>                                           | <b>720,845,944</b>     |

Source: Environics Analytics

**Appendix Table 3 (Continued): Retail Spending by Classification in the Market Area**

| CATEGORY                                                                       | SPENDING BY POPULATION |
|--------------------------------------------------------------------------------|------------------------|
| Total retail trade including food and drink (NAICS 44, 45 and 722)             | 8,339,531,581          |
| Total retail trade (NAICS 44 and 45)                                           | 7,400,162,208          |
| <b>Motor vehicle and parts dealers (NAICS 441)</b>                             | <b>1,950,723,274</b>   |
| Automobile dealers (NAICS 4411)                                                | 1,702,764,296          |
| Other motor vehicle dealers (NAICS 4412)                                       | 135,357,759            |
| <i>Recreational vehicle dealers (NAICS 44121)</i>                              | <i>39,621,111</i>      |
| <i>Motorcycle, boat, and other motor vehicle dealers (NAICS 44122)</i>         | <i>95,736,648</i>      |
| Boat dealers (NAICS 441222)                                                    | 30,343,701             |
| Motorcycle, ATV, and all other motor vehicle dealers (NAICS 441228)            | 65,392,946             |
| Automotive parts, accessories, and tire stores (NAICS 4413)                    | 112,601,219            |
| <i>Automotive parts and accessories stores (NAICS 44131)</i>                   | <i>67,317,266</i>      |
| <i>Tire dealers (NAICS 44132)</i>                                              | <i>45,283,953</i>      |
| <b>Furniture and home furnishings stores (NAICS 442)</b>                       | <b>144,692,998</b>     |
| Furniture stores (NAICS 4421)                                                  | 86,450,911             |
| Home furnishings stores (NAICS 4422)                                           | 58,242,087             |
| <i>Floor covering stores (NAICS 44221)</i>                                     | <i>9,443,932</i>       |
| <i>Other home furnishings stores (NAICS 44229)</i>                             | <i>48,798,155</i>      |
| Window treatment stores (NAICS 442291)                                         | 2,423,679              |
| All other home furnishings stores (NAICS 442299)                               | 46,374,476             |
| <b>Electronics and appliance stores (NAICS 443)</b>                            | <b>125,474,385</b>     |
| Household appliance stores (NAICS 443141)                                      | 19,683,488             |
| Electronics stores (NAICS 443142)                                              | 105,790,897            |
| <b>Building material and garden equipment and supplies dealers (NAICS 444)</b> | <b>542,710,081</b>     |
| Building material and supplies dealers (NAICS 4441)                            | 466,330,290            |
| <i>Home centers (NAICS 44411)</i>                                              | <i>256,850,804</i>     |
| <i>Paint and wallpaper stores (NAICS 44412)</i>                                | <i>12,456,353</i>      |
| <i>Hardware stores (NAICS 44413)</i>                                           | <i>40,484,767</i>      |
| <i>Other building material dealers (NAICS 44419)</i>                           | <i>156,538,367</i>     |
| Lawn and garden equipment and supplies stores (NAICS 4442)                     | 76,379,791             |
| <b>Food and beverage stores (NAICS 445)</b>                                    | <b>972,647,031</b>     |
| Grocery stores (NAICS 4451)                                                    | 864,929,409            |
| Specialty food stores (NAICS 4452)                                             | 30,582,513             |
| <i>Meat markets (NAICS 44521)</i>                                              | <i>10,031,722</i>      |
| <i>Fish and seafood markets (NAICS 44522)</i>                                  | <i>3,679,860</i>       |
| <i>Fruit and vegetable markets (NAICS 44523)</i>                               | <i>6,259,742</i>       |
| <i>Other specialty food stores (NAICS 44529)</i>                               | <i>10,611,188</i>      |
| Baked goods stores and confectionery and nut stores (NAICS 445291 + 445292)    | 5,694,409              |
| All other specialty food stores (NAICS 445299)                                 | 4,916,779              |
| Beer, wine, and liquor stores (NAICS 4453)                                     | 77,135,111             |
| <b>Health and personal care stores (NAICS 446)</b>                             | <b>473,200,455</b>     |
| Pharmacies and drug stores (NAICS 44611)                                       | 391,689,898            |
| Cosmetics, beauty supplies, and perfume stores (NAICS 44612)                   | 30,033,982             |
| Optical goods stores (NAICS 44613)                                             | 18,213,042             |
| Other health and personal care stores (NAICS 44619)                            | 33,263,534             |
| <i>Food (health) supplement stores (NAICS 446191)</i>                          | <i>12,082,028</i>      |
| <i>All other health and personal care stores (NAICS 446199)</i>                | <i>21,181,506</i>      |
| <b>Gasoline stations (NAICS 447)</b>                                           | <b>720,845,944</b>     |

## Vacancies

There are almost no boarded-up commercial properties in the CRA. The best method to examine vacancies is through the identification of space currently for lease or sale. There are 13 properties for lease in the CRA and range in size from 1,000 to 6,000 square feet. This represents a small percentage of the total available space. [Appendix Table 4](#), below, illustrates the lease rates in the CRA.

**Appendix Table 4: Lease Rates in the CRA**

| CATEGORY       | LEASE RATES                 |
|----------------|-----------------------------|
| Retail         | \$20 - \$22 per square foot |
| Office         | \$30 - \$50 per square foot |
| Medical Office | \$26 - \$39 per square foot |

Properties listed as “For Sale” are not necessarily vacant. There are eight properties for sale averaging approximately \$500 per square foot.









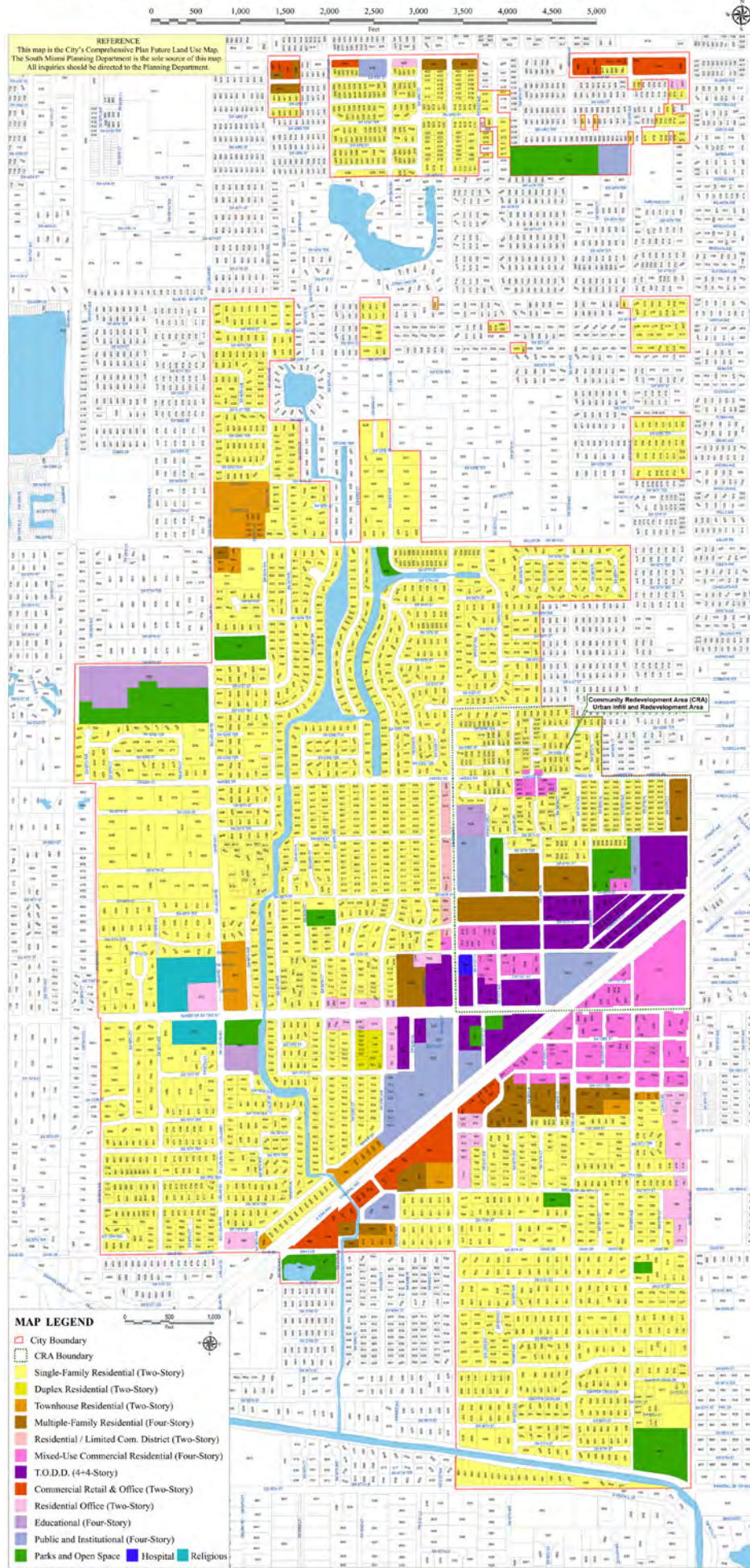


# APPENDIX C

## MAP SERIES



## 2012 FUTURE LAND USE MAP





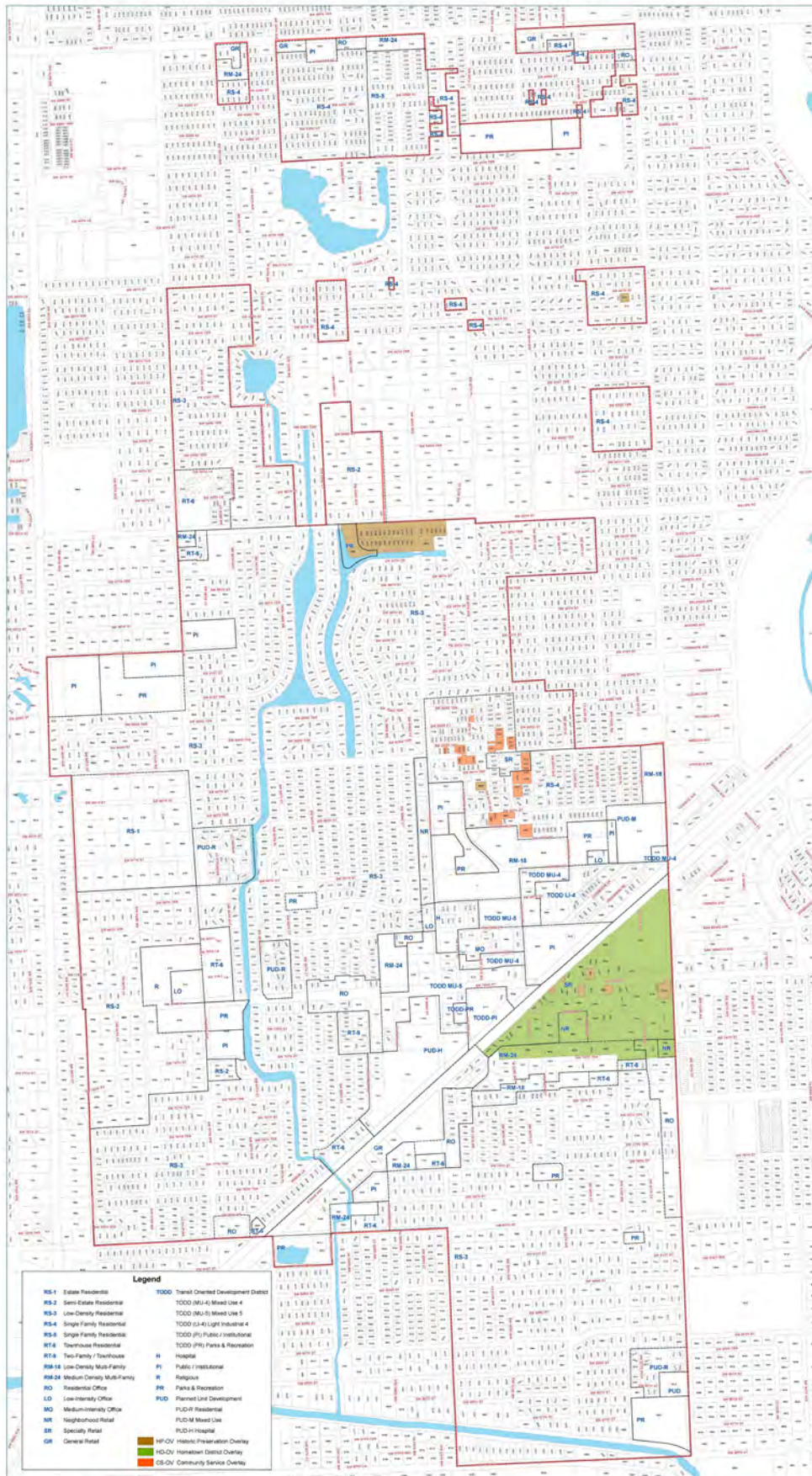


# City of South Miami Zoning Map



Zoning Boundaries      Water Features  
South Miami Boundary      Property Boundaries

0 375 750 1500 2250 3000 Feet



Updated: 9/3/2013

Made by  
IMMERSIVE SOLUTIONS



South Miami Community Redevelopment Agency

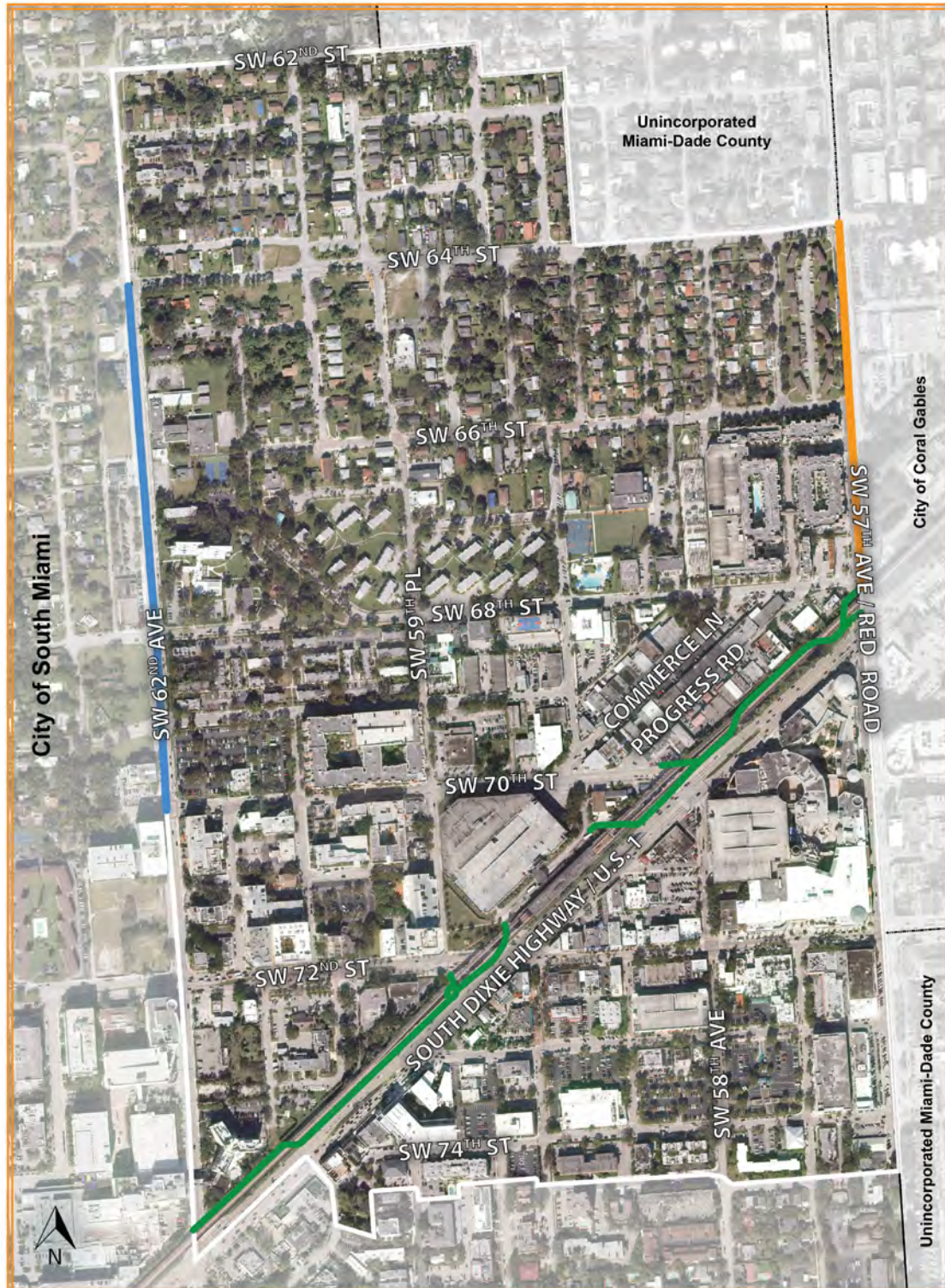
BROWNFIELDS





# South Miami Community Redevelopment Agency

## EXISTING BICYCLE NETWORK



Unprotected  
Bike Lanes

Sharrows

Paved Bike  
Trails

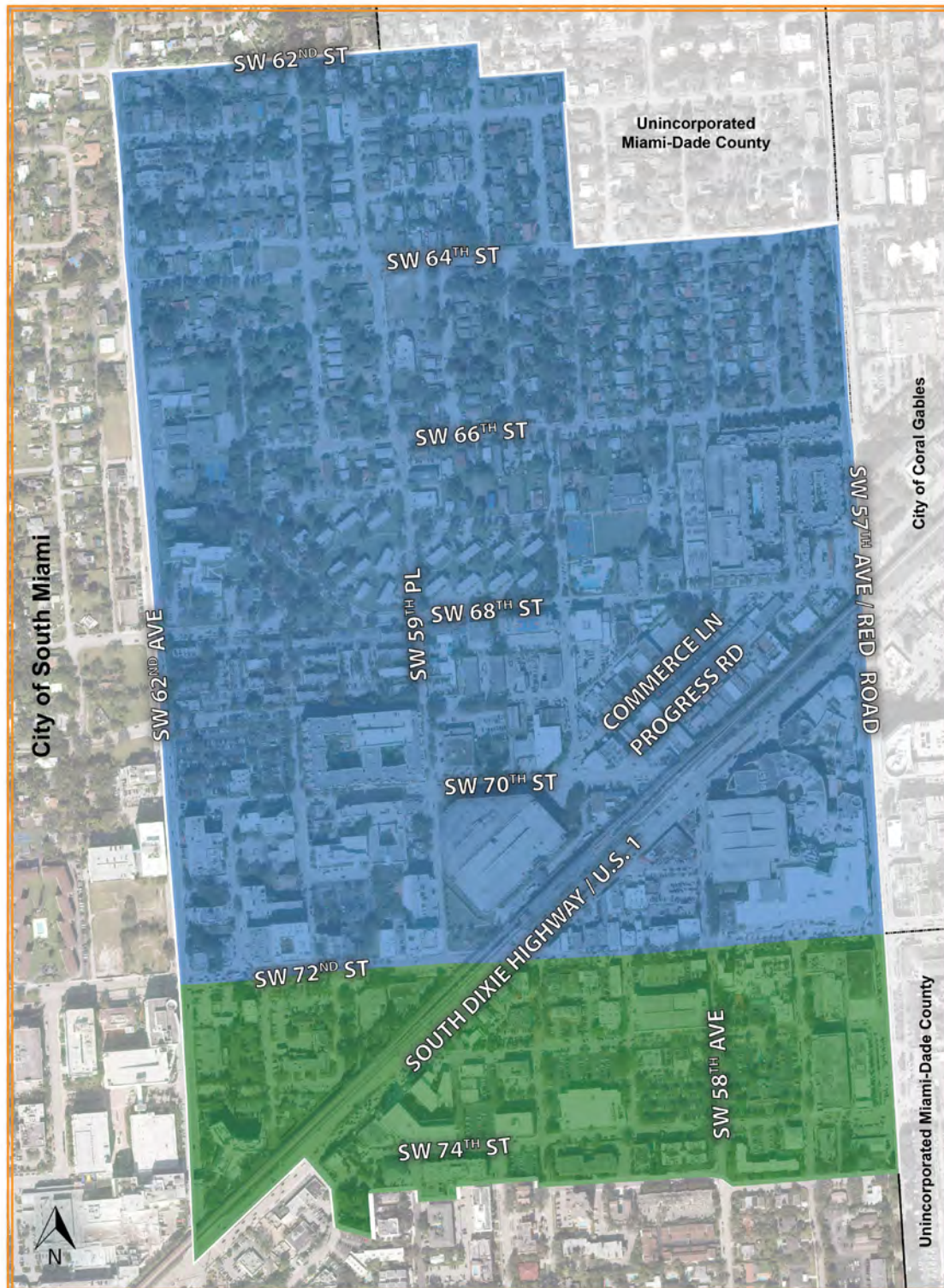


Map created on September 18, 2019



South Miami Community Redevelopment Agency

## EXISTING & 2020 CRA BOUNDARY EXPANSION



Existing CRA  
Boundary

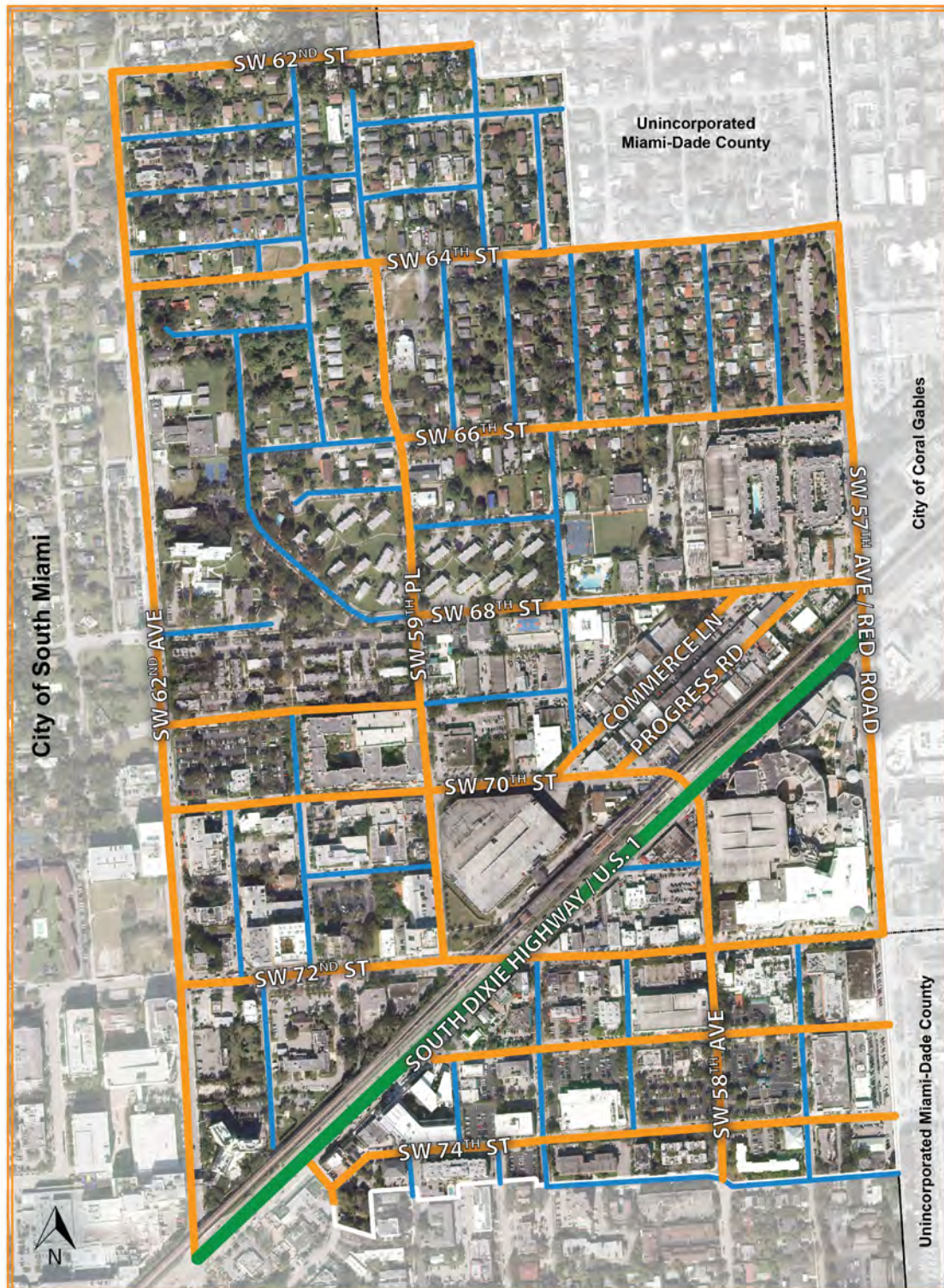
2020 CRA  
Boundary Expansion





# South Miami Community Redevelopment Agency

## EXISTING ROADWAY NETWORK



Arterial Roads



Collector Roads



Local Roads





# South Miami Community Redevelopment Agency

## SOUTH MIAMI CRA & CITY OWNED PARCELS



 South Miami CRA  
Owned Parcels

 City Owned  
Parcels



Map created on September 18, 2019



# South Miami Community Redevelopment Agency

## PARKS & RECREATION



Parks



Recreation

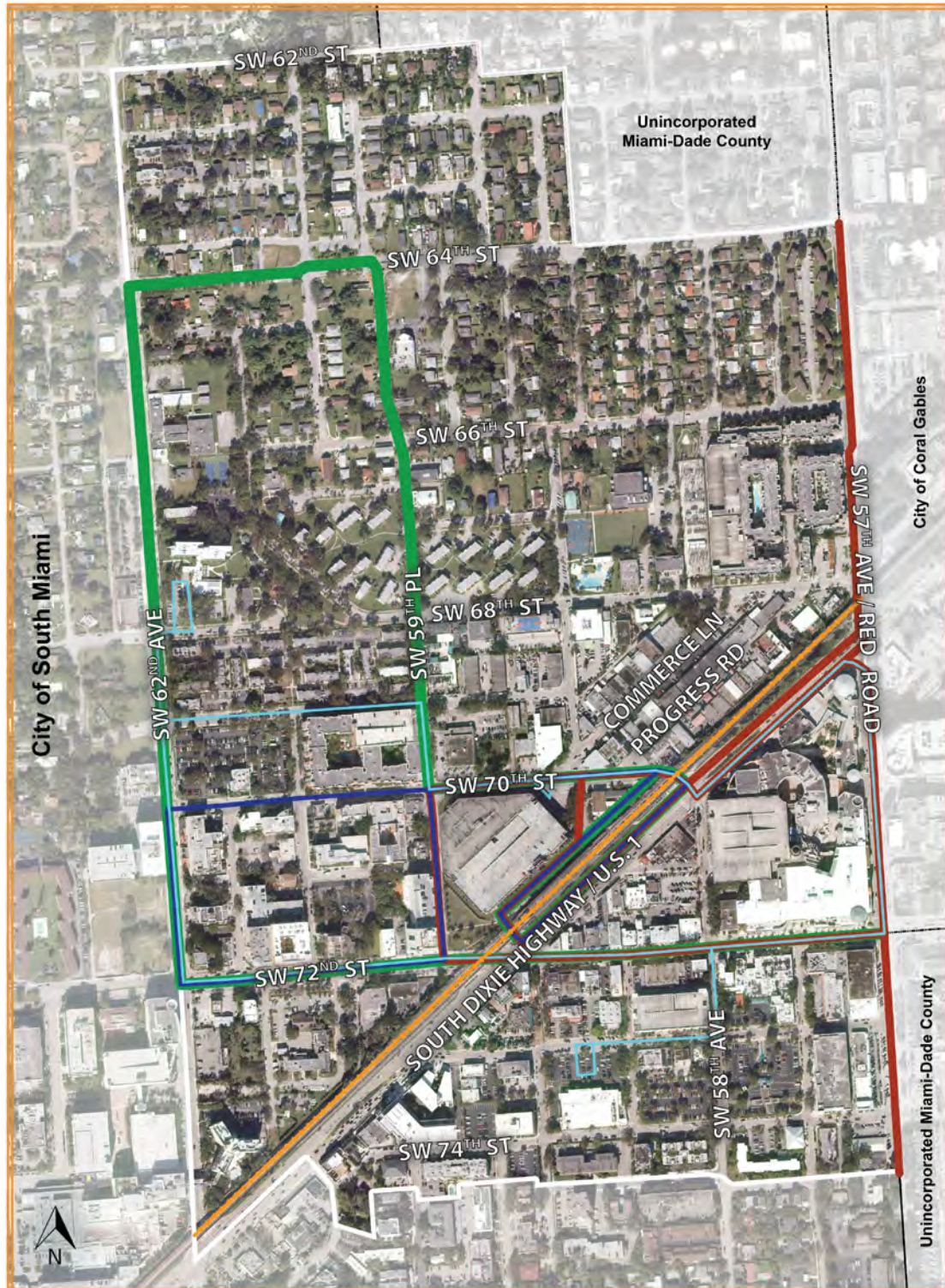


Map created on September 18, 2019



# South Miami Community Redevelopment Agency

## PUBLIC TRANSIT ROUTES



Bus Route 37



Bus Route 57



Bus Route 72



SoMi Shuttle



MetroRail

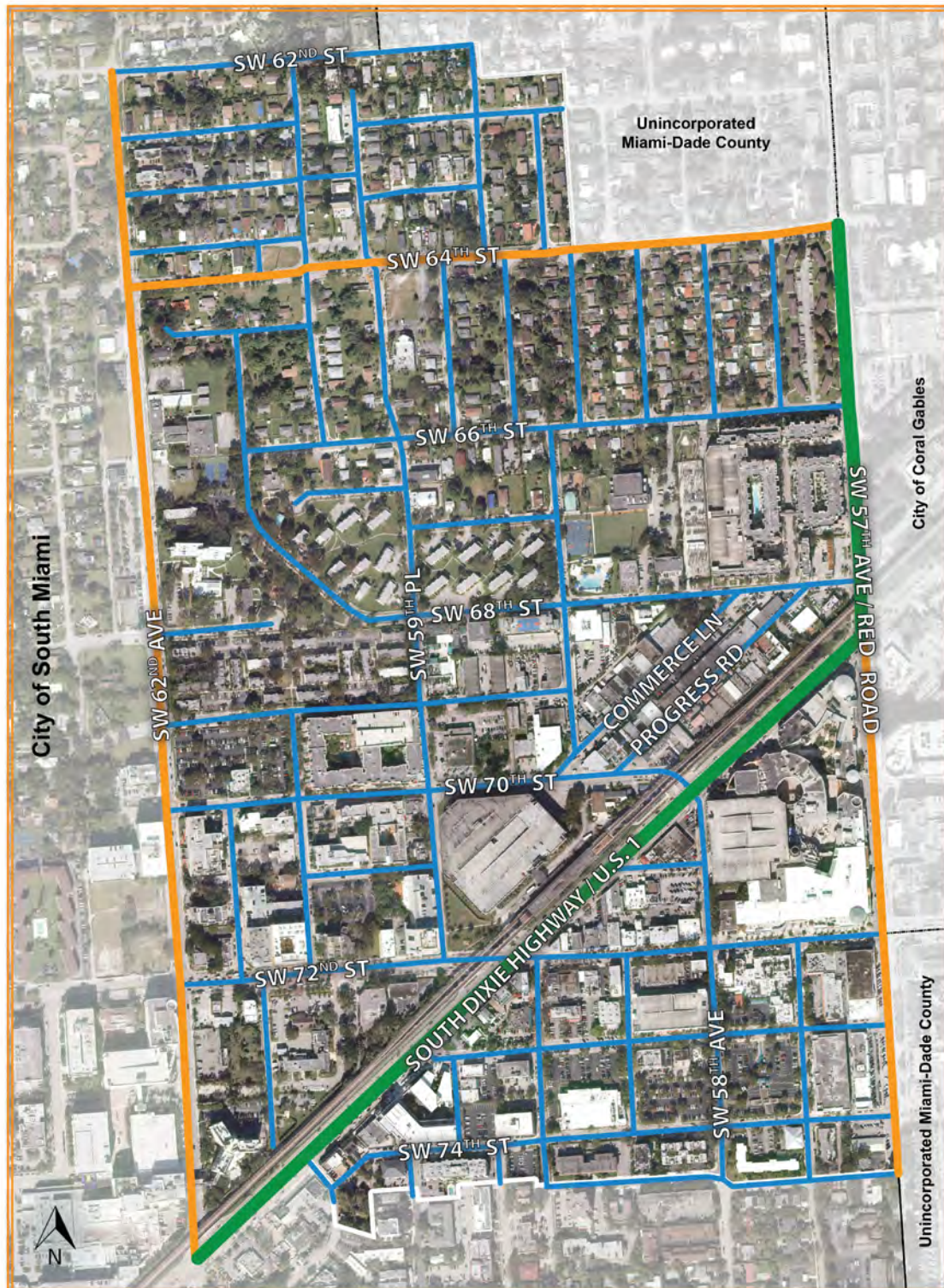


Map created on September 18, 2019



# South Miami Community Redevelopment Agency

## ROADWAY JURISDICTION



State  
Roads



County  
Roads



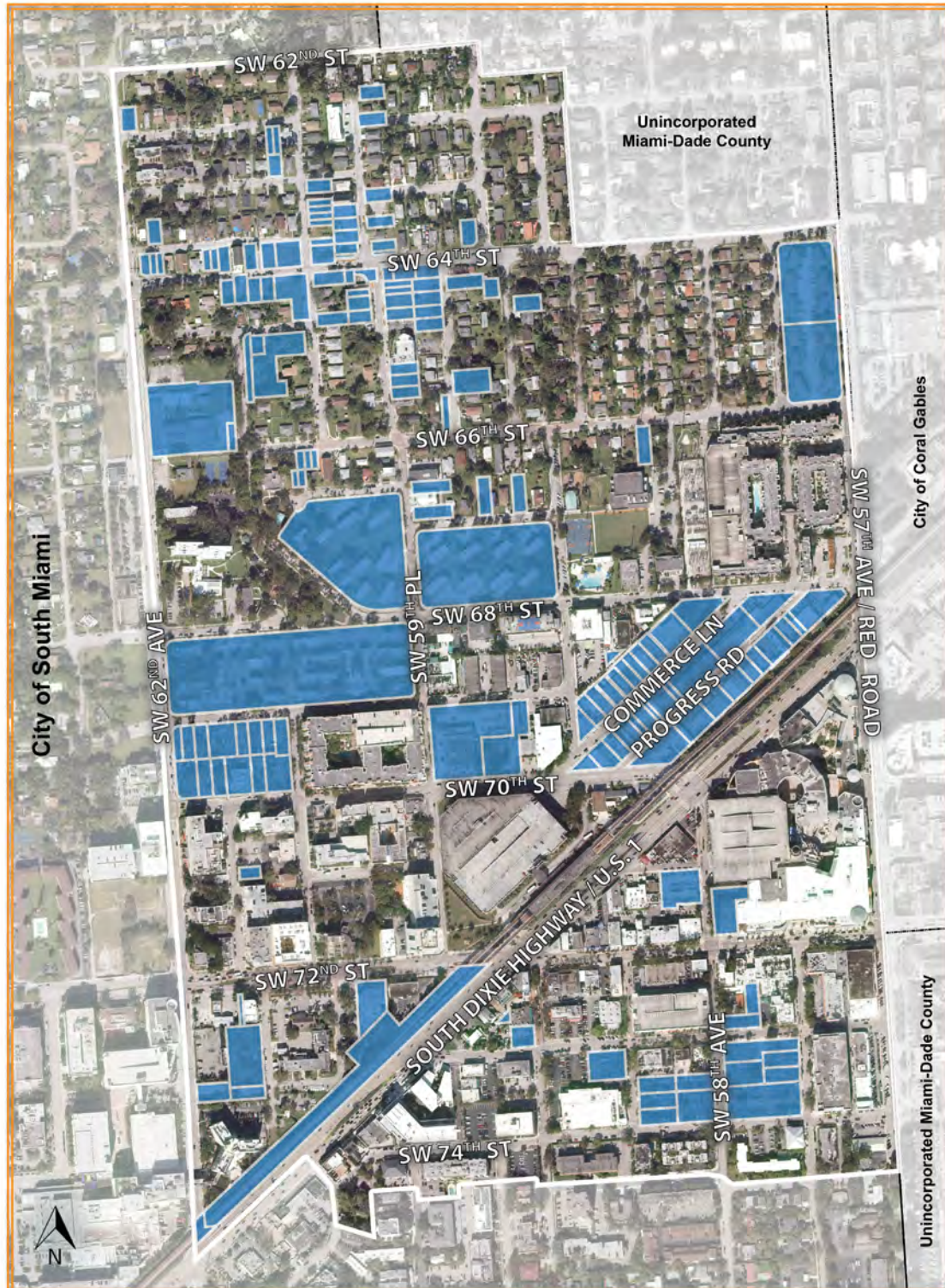
City  
Roads





# South Miami Community Redevelopment Agency

## UNDERUTILIZED PARCELS



Map created on September 18, 2019







PREPARED BY  
KCI TECHNOLOGIES, INC.





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# DELRAY BEACH OSCEOLA PARK NEIGHBORHOOD 2019 REDEVELOPMENT PLAN UPDATE





# OSCEOLA PARK NEIGHBORHOOD

2019 REDEVELOPMENT PLAN UPDATE  
JULY 2019







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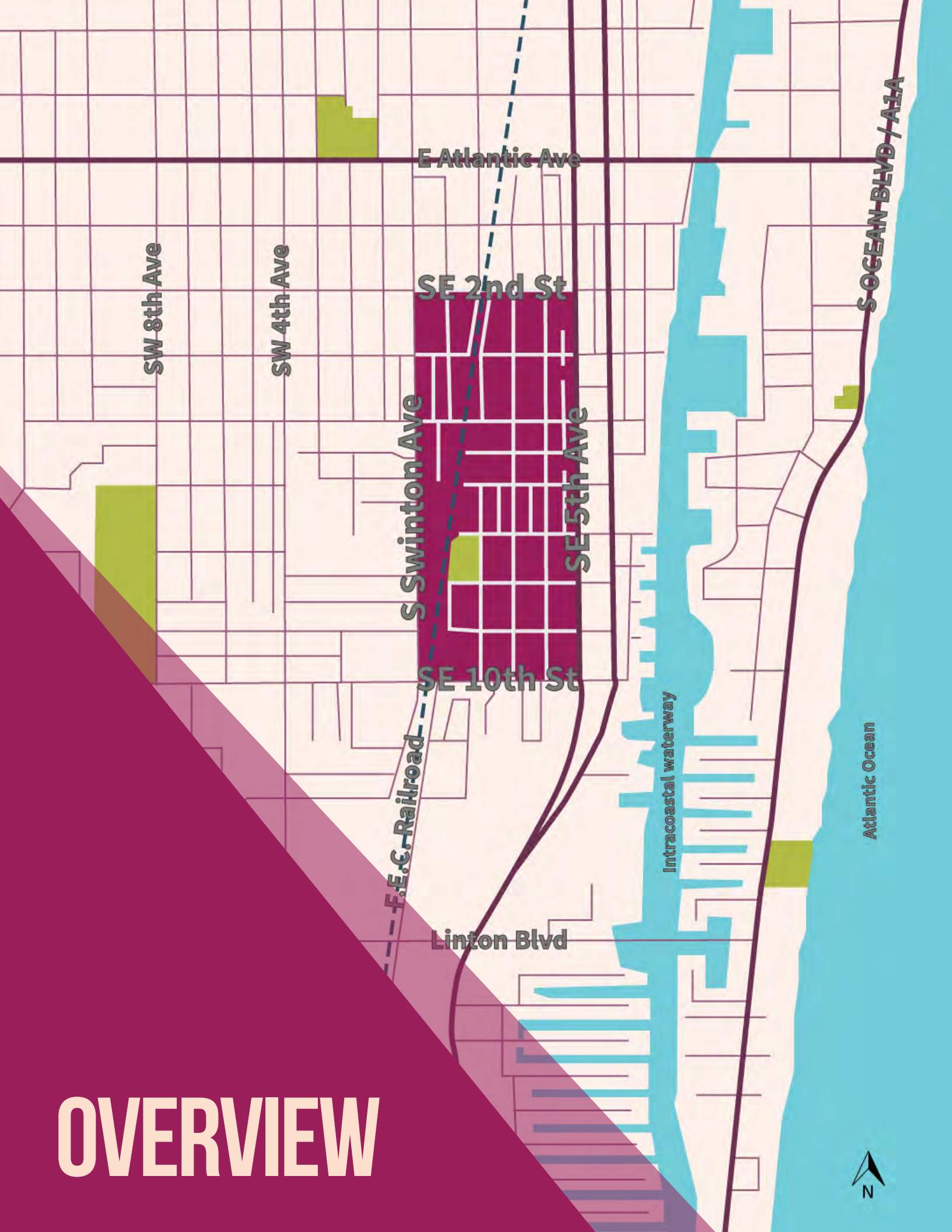
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# OVERVIEW



SW 8th Ave

SW 4th Ave

E Atlantic Ave

SE 2nd St

S Swinton Ave

SE 5th Ave

SE 10th St

F.E.C. Railroad

Linton Blvd

Intracoastal waterway

Atlantic Ocean

SOCEAN BLVD / A1A





# EXECUTIVE SUMMARY

The Osceola Park Neighborhood is one of eight (8) sub-areas identified in the Delray Beach Community Redevelopment Area (CRA). The City of Delray Beach CRA Community Redevelopment Plan was last updated in 2014, and the sub-areas each have an individualized plan. The first Osceola Park Redevelopment Plan was adopted on December 6, 2004. This update to the 2004 Plan identifies the current and future needs for the Osceola Park Neighborhood. The Plan identifies assets of the area, evaluates the existing and potential uses, and identifies specific measures to facilitate new development and enhance the quality of life for the neighborhood.

## LOCATION

The Osceola Park Neighborhood area encompasses approximately 170 acres and is located immediately south of the Central Business District (CBD). It is bordered by SE 5th Avenue (Federal Highway southbound) on the east; S Swinton Avenue on the west; SE 2nd Street on the north; and SE 10th Street on the south. The Florida East Coast (F.E.C.) Railway bisects the area, running diagonally from northeast to southwest. Three-quarters of the area is located east of the railway and is represented by the Osceola Park Neighborhood Association. There is no formal neighborhood association for the portion of the study area located west of the F.E.C. railroad corridor.



## NEIGHBORHOOD CHARACTER AND CONDITIONS

Originally established in 1913, Osceola Park was one of Delray Beach's first planned neighborhoods. To this day, the core of the neighborhood consists of single-family residential uses. A historic central east-west corridor, SE 5th Street, features a tree-lined median. The neighborhood edges are represented mostly by commercial and industrial uses, as well as some newer multi-family developments. The F.E.C. railroad corridor, located on the west side, is lined by the industrial businesses, and also presents compatibility challenges, such as dead-end streets, noise, and a need for buffering. Overall crime is low, and the community members actively interact with the City and CRA staff, as well as with each other through regular gatherings, art events, and recreational events at Currie Commons Park.

## NEIGHBORHOOD PRIORITIES

The Plan outlines five (5) priorities, along with strategies and action steps to address them. The priorities were developed with input from the public at two public involvement meetings held on November 08, 2018 and March 14, 2019, respectively. The priorities are summarized below:

1. Osceola Park residents wish to enhance the **neighborhood identity and character** by bringing in the local culture, physically improving the area with gathering spaces and buffering the single-family area from the commercial/industrial areas to the west. Owner-occupied residences have declined, and one of the focuses of this plan is to develop conditions that increase homeownership.
2. The business community in Osceola Park was developed over time and does not have a cohesive theme. The commercial properties appear to be out of harmony with the adjacent residential community, not only in appearance but also in regard to the specific uses. **Property investment and business development** priorities in this plan address the disconnection and guide new businesses to serve the neighborhood needs, as well as offer more local leisure opportunities.
3. Recognition as a **sustainable neighborhood** is a desire voiced by the Osceola Park residents. Strategies to do so address energy efficiency through home improvement grants and unique approaches to managing stormwater to prevent future flooding and respond to climate change.
4. The history and age of structures in this early 20th Century neighborhood, plus the residents' interest in preserving the community's character, lead to recommendations for analysis of the creation of a local **conservation district**. This type of district may include design guidelines and historic markers for individual properties.
5. A unique characteristic of Osceola Park is the high value of public art. The community has regular "Art in the Alley" events, where local artists gather to embellish the fences in the alleys with art. Attention to neighborhood **beautification** that includes public art initiatives is a priority of this plan, including building appearance and murals along





the railway corridor. Incorporating public art and **streetscape improvements**, particularly at the neighborhood entries, the SE 5th Street median, and in the park, compliments the beautification strategies already underway by the residents.

## CONTRIBUTING PLANS AND PUBLIC PARTICIPATION

This redevelopment plan update builds upon the resident-driven Community Based Master Plan for Osceola Park, which was written by Osceola Park residents in 2016. The residents outlined their concerns for the community and what they want to see in the future for Osceola Park. This Plan takes in many of the residents' recommendations.

Prior to this update, the City of Delray Beach approved the June 2018 Preliminary Design Report for the Osceola Park Neighborhood Improvements. This CRA-initiated report provided recommendations for improvements to roadways, traffic calming, stormwater, and utilities. Studies in the report were prompted by the Osceola Park Redevelopment Plan, as well as the Community Based Master Plan for Osceola Park.

Finally, through the process of the redevelopment plan update, public outreach was incorporated. In conjunction with the City and CRA staff, the consulting team led meetings to generate feedback on programs, projects, and experiences meeting the vision of Osceola Park.

Special thanks and acknowledgments of their contributions to the Plan update:

- ▶ Residents of the Osceola Park Neighborhood
- ▶ Delray Beach Community Redevelopment Agency
- ▶ City of Delray Beach





**2019**

**REDEVELOPMENT**

**PLAN UPDATE**





# 2019 REDEVELOPMENT PLAN UPDATE

## THE PLANNING PROCESS

The original Osceola Park Redevelopment Plan was adopted by the City Commission on December 6, 2004. The update of the Osceola Park Redevelopment Plan started with a field inventory of the neighborhood. The resulting Area Inventory and Opportunities Report is an evaluation of roadway corridors, lighting, landscaping, utilities, land uses, and forms of circulation.

Public participation included a visioning meeting to gather input for the future vision of the neighborhood. The timing of the update coincided with the completion of a study and design report, the Osceola Park Neighborhood Improvements Report prepared by Mathews Consulting, a Baxter and Woodman Company. Moreover, the report was managed through the City's Public Works Department. The report focused on improvements of streets and alleys, traffic calming, stormwater, and utilities in the Osceola Park Neighborhood. Since many of the original redevelopment plan's recommendations focused on issues of parking, safety, and traffic calming, the recommendations that resulted from the study helped to shape recommendations provided in this redevelopment plan.





## PUBLIC OUTREACH

To facilitate the update, the Osceola Park residents were in attendance at public outreach meetings in November 2018 and March 2019. Over thirty (30) residents attended one or both meetings.

The first public outreach meeting focused on gathering input on the community's vision for the Redevelopment Plan Update. A discussion was facilitated, identifying current concerns. It also involved an update from the Public Works staff and Mathews Consulting, to provide an overview of the planned improvements in the second meeting of the Osceola Park Neighborhood Improvements Report.

The second public outreach meeting was used to present the stakeholders with a set of priorities, strategies, and action steps, which were based on the community feedback from the first public outreach meeting. Through an online survey created by KCI Technologies, Inc., stakeholders were able to vote directly from their mobile device if the seventy two (72) proposed strategies and action items should be included or omitted from the final Plan Update. For stakeholders unable to access the online survey, KCI Technologies, Inc. conducted a hand count for each action item; the votes were tallied and recorded. The seventy two proposed action items were divided into five (5) categories, based on their relation to the priority topic. The five priority topics, which were introduced and summarized on [page 6](#) of this document, include:

- ▶ Priority 1 - Neighborhood Identity and Character
- ▶ Priority 2 - Property Investment and Business Development
- ▶ Priority 3 - Creating a Sustainable Neighborhood
- ▶ Priority 4 - Creation of a Conservation District
- ▶ Priority 5 - Streetscape and Beautification



## OTHER PLANS

The Osceola Park Neighborhood Plan Update utilizes information from previous neighborhood plans and studies, as well as coordination with the City of Delray Beach Development Services staff and the Delray Beach CRA staff. Engagement and input from the City of Delray Beach and Osceola Park were essential for a cohesive update of this plan.

Many of the neighborhood improvements that are being implemented are a result of recommendations presented in the original Osceola Park Redevelopment Plan (2004). They include roadway improvements (reconstruction, mill and overlay, and paving of alleyways), traffic calming (chicane installation and speed humps at neighborhood entries), stormwater improvements (new swales, new pipe and inlet construction), and water and sewer lining and replacement. This meeting provided an opportunity for the attendees to review the projects forthcoming. The final Plan recommendations were formed by the public input, as well as the data and analysis collected prior to the public outreach meetings.

In addition, a review of the following recent plans was conducted to include the necessary conditions and recommendations into this update of the Osceola Park Neighborhood Redevelopment Plan.

- ▶ City of Delray Beach Community Redevelopment Plan (2014)
- ▶ Community Based Master Plan for Osceola Park (2016)
- ▶ Osceola Park Neighborhood Improvements – Preliminary Design Report (2018)
- ▶ Osceola Park Neighborhood Area Inventory and Opportunities Report (2018)





## **FUNDING FOR PROJECTS, PROGRAMS, AND EXPERIENCES**

The primary funding source for CRA activities is the Redevelopment Trust Fund. This fund is the depository for all TIF revenues generated within the Community Redevelopment Area. Other funding sources include grants, bonds, and loans. Osceola Park is a neighborhood within the Delray Beach CRA, and has a specific budget listed in the City's 5-Year Capital Improvement Plan. Infrastructure improvements identified in the update can be funded by the CRA or partners with the CRA. For example, infrastructure improvements identified in the City of Delray Beach CRA Redevelopment Plan were further developed in the Osceola Park Neighborhood Improvements Project, and funded by the CRA in the City's 5-Year Capital Improvement Plan.

Partnerships with public and private organizations to help leverage investments in the Neighborhood also serve as a funding mechanism. The CRA has developed the A-GUIDE: Achieving Goals Using Impact Driven Evaluation, a methodology for verifying alignment and effectiveness of the programs and activities it supports. While the CRA and City are the primary entities responsible for implementing the Redevelopment Plan, several of the overall needs identified in the plan can more effectively be addressed through partnerships with other organizations. Strategic alliances between the CRA and nonprofits has the potential to enhance the success of efforts in the areas of Affordable Housing, Recreation and Cultural Facilities, and Economic/Business Development.







# NEIGHBORHOOD OVERVIEW

## BACKGROUND AND HISTORY OF THE AREA

The Osceola Park subdivision was established in the early 1900s south of downtown Delray Beach between the Florida East Coast Railroad tracks, the Florida East Coast Canal, and the intracoastal waterway. The neighborhood was considered very progressive for its time with cement sidewalks, paved roads, a central sewer system, and electrical access. In addition, two parks - Currie Commons and a ball field - were set aside in the development, and shade and palm trees were systematically planted on the neighborhood's main streets.

George G. Currie and F. J. Lewis, of the Currie Investment and Title Guaranty Company, recorded the plat for Osceola Park in January of 1913. Designed in a grid pattern, the lots were primarily 50.5 feet wide and 132.5 feet deep. At that time, subdivisions platted in a grid pattern were typical in Florida. In fact, many early subdivisions planned by speculators throughout the country were platted in this configuration. Because speculative real estate development in Delray Beach was evolving into a lucrative business geared to a quick and maximum return on investment, the grid pattern was practical. It simplified surveying, minimized legal disputes, maximized the number of lots and houses on the land, and facilitated the rapid buying, selling, and improvement of real estate. The streets in Osceola Park were named after local pioneers such as Sundry, Ingraham, and Blackmer (today the streets and avenues are numbered).

(Tropical Sun, January 2, 1913).

George Currie actively promoted Osceola Park in both the Palm Beach Post and Tropical Sun with articles and advertisements featuring the “high-class” residential area of Delray Beach (Palm Beach Post, December 4, 1913; Tropical Sun, January 2, 1913). As one of Delray Beach's first planned neighborhoods, Osceola Park was very successful and lots were quickly sold. By 1914, thirty houses were already located in the subdivision and many more were planned for construction.



To fill up the subdivisions and satisfy the housing shortage in the City, the Delray Realty Board initiated a “Build A Home” program in 1925. In order to shape Delray Beach into “a metropolis of the first order,” the townspeople were asked to build at least one house to sell on a speculative basis or rent to seasonal visitors (The Delray News, August 8, 1925). At this time, subdivisions such as Osceola Park and Dell Park remained appealing locations for new construction. In 1925, twenty “moderately- priced homes” were built in Osceola Park for sale or rental (Palm Beach Post, July 26, 1925). Like the commercial buildings and hotels being constructed at this time, many of the residences exhibited Mediterranean Revival or Mission style architecture. However, the Bungalow style was also prevalent in the 1920s. While many historic structures in the neighborhood are older than 40 years, the neighborhood is not currently designated as a historic, conservation, or heritage district.

## DEVELOPMENT PATTERN

The Osceola Park neighborhood currently contains a mix of residential, commercial, light industrial, and community facility land uses. Residential development, primarily single-family residences, accounted for the majority of the total land area of the neighborhood. Ninety percent (90%) of the Osceola Park Neighborhood is single-family with low rise duplexes and triplexes interspersed throughout the neighborhood. It is the intent of this plan to provide for the type and intensity of uses that are appropriate, based on the location of the property, the configuration of the particular parcels, and the nature of the surrounding permitted and historic uses.

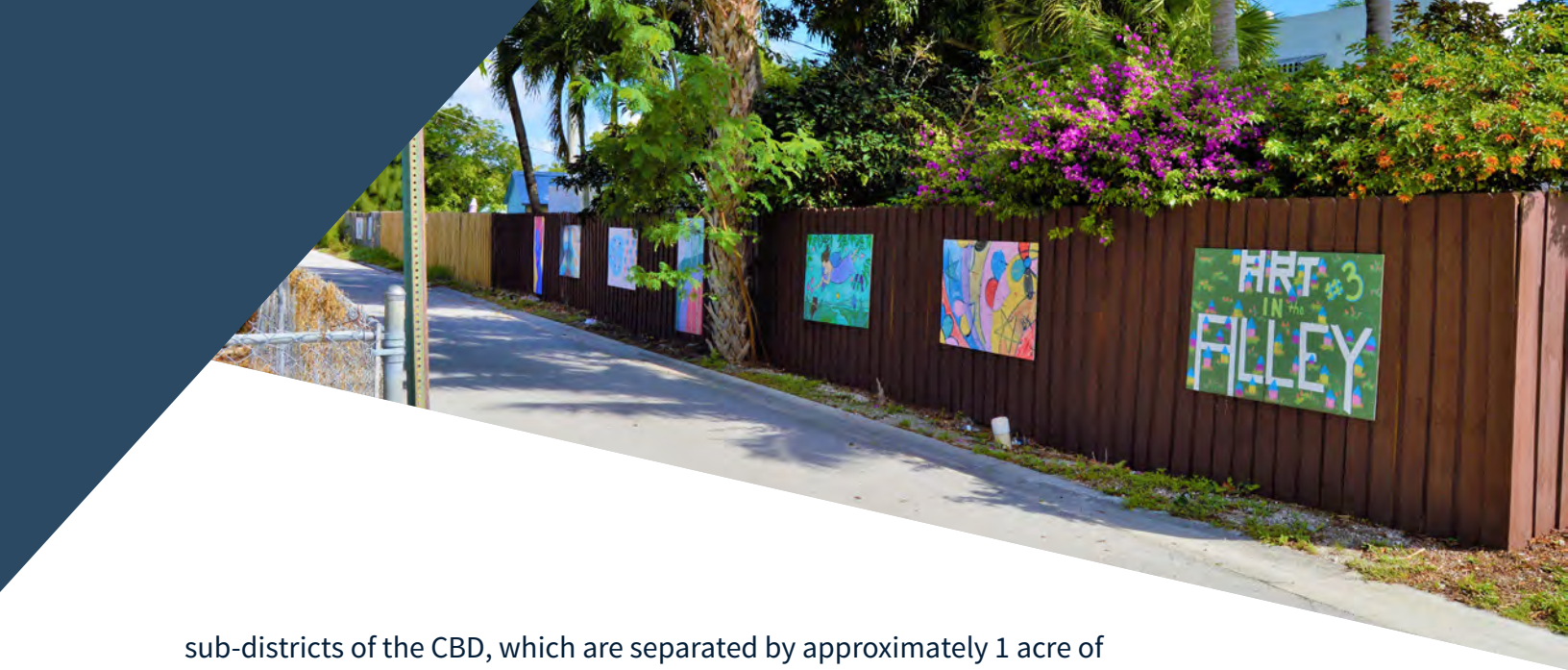
Consistent with the built development pattern, the predominant Future Land Use of the properties in the neighborhood is Low Density Residential 0-5 dwelling units per acre (LD), which allows for single-family homes. The neighborhood has smaller areas with non-residential and multi-family residential Future Land Use designations, including the following:

- ▶ Commercial Core (CC);
- ▶ Medium Density Residential 5-12 dwelling units per acre (MD) – Multi-family Uses; and
- ▶ Smaller areas of General Commercial (GC), Open Space (OS) and Community Facilities (CF).

Non-residential uses are primarily located around the edges of the neighborhood, along SE 2nd Street, SE 5th Avenue, and the F.E.C. railroad corridor. Warehouses make up 68% of the non-residential uses and account for approximately 10% of all the uses in Osceola Park.

This type of development is primarily found near railroad corridors in the neighborhood, which is a consistent development pattern in historic south Florida communities. The remainder of the existing non-residential land is typically single-use commercial development.

The Central Business District zoning extends along the western and northern edges of the neighborhood. The CBD allows for higher densities and mixed-use development to foster compact, pedestrian-oriented development. The neighborhood has two areas in two distinct



sub-districts of the CBD, which are separated by approximately 1 acre of small parcels zoned RM (Medium Density Residential) at the northern edge of the neighborhood. The first area is located along the railroad corridor and is in the Railroad Corridor Sub-District. The second smaller area is in the Central Core Sub-District, and is located in the northeastern portion of the neighborhood fronting on SE 5th Avenue.

Two new developments have recently occurred in the Railroad Corridor Sub-District within the neighborhood boundaries, including a portion of the mixed-use development called “The Mark Downtown” and a property, located at 301 SE 1st Avenue, is in for permit for a project with 45 apartment-style units with 4,500 square feet of office.

Two open space/recreation properties are located in the neighborhood: Currie Commons Park with a little league ball field and playground, and a narrow green space between the F.E.C. railroad corridor and Swinton Avenue, at the southwest end of the neighborhood.

## RESIDENTIAL DEVELOPMENT

Single-family residential is the predominant land use in the neighborhood. Over half of these residential structures in the Osceola Park Neighborhood are at least 40 years old. East of the F.E.C. railroad corridor, within the single-family portions of the neighborhood, are a number of small-parcel duplex and multiple family developments scattered among the single-family residences.

Single-family homes in the neighborhood are generally in good condition with isolated instances of distress. However, a number of properties have front yards in need of landscape improvements, such as the installation of sod or other ground cover and planting of decorative shrubbery. Fencing is an additional item identified in the field analysis; a small amount of homes throughout the Neighborhood were observed to have 6’ high fencing along the front of the property. This can have several adverse reactions on the neighborhood, including increasing opportunities for crime by reducing visibility and “eyes on the street;” hiding the structure and its architectural character, which greatly contributes to the overall character of the community; creating the perception that the neighborhood is secluded and uninviting.





To preserve the single-family character of the neighborhood, it is the intent of this plan that all new residential development or redevelopment, located east of the railroad, continue to be single-family detached housing within the existing Low Density Residential future land use designation.

A mix of non-conforming duplex and multi-family structures exist in the single-family district. Absentee or inattentive landlords have resulted in some deteriorating duplex and multi-family properties. Lack of building maintenance (painting, window and door repair, etc.), inadequate and overgrown landscaping, vehicle crowding and over parking are the most evident issues and commonly raised by residents. Combined, these issues have a blighting influence on the neighborhood.

## **NEIGHBORHOOD INVESTMENTS**

Given the limited amount of vacant land, future development in the Osceola Park Neighborhood will consist primarily of infill development, redevelopment, and rehabilitation of existing properties. It is the intent of this plan to encourage improvements that facilitate continued investment in the area that are not already being addressed through the on-going Osceola Neighborhood Improvements Project.

Overall, the neighborhood has a fully developed infrastructure system. Both the Area Inventory & Opportunities Report, as well as the Preliminary Design Report for Osceola Park Neighborhood Improvements have indicated localized flooding is an issue on some streets, which is impacted by poorly maintained swales with improper grading. Street lighting is provided, but the lighting level is inconsistent in some areas and not at a pedestrian scale.

The Osceola Park Neighborhood Improvements Project analyzed the current conditions of the stormwater system, sanitary sewer system, water mains, street lighting, and 3.9 miles of roadways, alleyways, sidewalks, swales and driveways, and provided project recommendations to address some of the neighborhood's infrastructure deficiencies with funding from the Delray Beach Community Redevelopment Agency; improvements are in process. The following is a summary of potential improvement projects specific to the Osceola Park Neighborhood Redevelopment Plan Update:

### **Neighborhood Resiliency**

Residents in the neighborhood are concerned with the impacts of climate change and the potential local impacts on the neighborhood, including localized flooding. Further, these issues could be compounded by the infill and redevelopment as the amount of impervious surfaces increase. Throughout the Plan pervious pavement, bioswales and other types of resiliency adaptation strategies are strongly emphasized. The neighborhood commitment to sustainability and resiliency was emphasized in their 2016 Community Based Master Plan. Residents are interested in strategies that support climate change mitigation as well as localized adaptation strategies.



## Lighting

This Plan Update emphasizes the importance of adequate lighting throughout the neighborhood and encourages pedestrian activity. Within the neighborhood, lighting is not consistently provided on both sides of the streets. While some of the private properties have lighting in their front yards, which provides some spillover lighting to the adjacent public sidewalks, lighting is overall inconsistent throughout the neighborhood. The Osceola Park Neighborhood Improvements Project and the 2016 Community Based Master Plan also addressed the need for new pedestrian-scale light posts on the residential streets. Lighting should be reevaluated in the neighborhood after the completion of the neighborhood improvement project.

## Landscape

A variety of types and conditions of landscaping are found within the neighborhood as is typical in many older South Florida neighborhoods. Trees that provide shade to neighborhood sidewalks are sparsely located along roadway corridors in residential areas, with some shade tree clusters in front of individual lots. Some newer, curbed planter beds are on corners at the perimeters of the neighborhood and along SE 5th Avenue. SE 5th Street, which serves as a central gateway into the neighborhood, has a planted median with large oak trees. However, the ground cover and shrub material is not consistent, nor themed in a way that enhances the character of the neighborhood. Landscaping is an important component of the Plan Update as it provides pedestrian shade and enhances the architecture and character of the neighborhood.

## Parking

It is important to reduce excessive parking along residential roadways, particularly in the swales, and in many instances in front yards to provide a more aesthetically pleasing and improved pedestrian safety by limiting vehicles backing out over sidewalks. The Plan Update encourages the use of alleys to access parking in the rear. With more utilization, the alleys are activated spaces with natural surveillance in the area to help deter criminal activity. Another focus of the Plan Update is to address the need for additional parking for businesses in the railroad corridor area.





# NEIGHBORHOOD OPPORTUNITIES



# PRIORITY 1: NEIGHBORHOOD IDENTITY & CHARACTER

**Create a vibrant and artistic neighborhood with a strong identity, sense of history and community.**

Osceola Park is a walkable, early 20th Century neighborhood that has a strong arts and cultural identity. While the single-family neighborhood is located near downtown Delray Beach's lively Atlantic Avenue, the neighborhood has retained a more relaxed old Florida character filled with charming homes representing the continuum of Florida residential development. The neighborhood association has initiated grassroots efforts to create community and identity through the arts, e.g. the Art in the Alley program. Expanding on the grassroots initiatives and neighborhood charm is key to further convey the character of the neighborhood and to continue to develop its strong sense of community. Cohesive signage, enhanced neighborhood entryways, and improved landscaping are examples of strategies that can be expanded upon to enhance neighborhood identity. Continued investments of time and financial support from the CRA for arts initiatives and cultural and art events will support the resident group's grassroots efforts.



## STRATEGY SPOTLIGHT

### EXPERIENCING LOCAL ART AND CULTURE

*FATVillage Art Walk, Fort Lauderdale, FL*

ArtWalk Last Saturdays is an event in the FATVillage Arts District in Fort Lauderdale where local artists, artisans, and food vendors enrich visitors with their culture. Different vendors apply and are selected each month, bringing various options to visitors. The FatVillage Art Walk occurs on the final Saturday of every month, bringing a consistent and vibrant community event with economic activity.

### GETTING STARTED IN OSCEOLA PARK...

The first step in implementing an ArtWalk in the neighborhood would be to map the existing *Art in the Alley* locations with the neighborhood group providing the program locations. The CRA could create the map, marketing materials, and host information about the program on their website. This program could be further highlighted with an arts and/or food festival at Currie Commons Park. The neighborhood in conjunction with the CRA could plan and advertise the event with the neighborhood group providing art walking tours from the park.

## STRATEGY 1.1: PRESERVE THE SINGLE-FAMILY NEIGHBORHOOD AND ENCOURAGE OWNER-OCCUPIED HOMES

### ACTION ITEMS:

1. Maintain the single-family land use designation
  - ▶ Alternatives such as townhomes were considered, but the majority of the neighborhood favored single-family
2. Homeownership workshops
3. Façade or renovation grants
4. Support neighborhood group events and meetings
  - ▶ Provide meeting facilities
  - ▶ Advertise for neighborhood meetings, including posting on CRA or City webpage
  - ▶ Provide staff facilitation of meetings upon request
5. Improve neighborhood appearance with investments in landscaping and public art

## STRATEGY 1.2: NEIGHBORHOOD IDENTIFICATION, ENTRYWAY FEATURES, AND BEAUTIFICATION

### ACTION ITEMS:

1. Add signage at the main neighborhood entry points, particularly SE 5th Street that identifies the neighborhood and its historic past
2. Identify key locations throughout the neighborhood for public landscaping improvements and provide landscaping:
  - ▶ SE 5th Street median
  - ▶ Along the F.E.C. railroad corridor at the end of residential streets
3. Add public art in the neighborhood entry areas, along the F.E.C. railroad corridor, and in Currie Commons Park



### STRATEGY SPOTLIGHT

#### DOWNTOWN BOCA RATON PAVEMENT SIGNAGE

*Boca Raton, FL*

Boca Raton has installed directional signage on the sidewalks of its downtown to guide visitors. The signs are vinyl decals affixed to the pavement to promote Boca Raton attractions. The location to these locales are indicated by an arrow and distance in feet. The decals will be a part of a broader wayfinding system for Downtown Boca Raton.

#### GETTING STARTED IN OSCEOLA PARK...

Pavement signage is a creative nontraditional form of signage that would work well with the artistic character of Osceola Park. This signage could be used for general wayfinding and to highlight the historic significance of the residential and commercial areas. To get started, the CRA could install pavement signage that provides wayfinding and emphasizes the artistic and historic character of the neighborhood. Signage could also be effective at providing wayfinding and highlighting the Caribbean heritage of the business district along the F.E.C. railroad corridor within the neighborhood.



### **STRATEGY 1.3: COMMUNITY GATHERING SPACES**

#### **ACTION ITEMS:**

1. Improve and expand park facilities and programming at Currie Commons Park, including adding wayfinding signage; ensuring safe and convenient access for all users; repairing damage to the pathway and fencing.
2. Expand upon park and recreation opportunities for multi-generational users
3. Acquire land to create a centrally-located neighborhood park (longer term priority)

### **STRATEGY 1.4: EMPHASIZE ART**

#### **ACTION ITEMS:**

1. Commission new murals in the neighborhood, within the commercial area, and along the F.E.C. railroad corridor
2. Continue “Art in the Alley” events
3. Create a map and online materials for the “Art in the Alley” program
4. Develop additional Arts and Cultural special events within the neighborhood



## PRIORITY 2: PROPERTY INVESTMENT & BUSINESS DEVELOPMENT

**Encourage adaptive reuse and infill development within and around the neighborhood while respecting the single-family character in the heart of the community.**

Commercial uses are found within walking distance to the neighborhood. While proximity to commercial uses allows residents to walk to businesses, there is limited buffering and transition between the residential and non-residential uses. The commercial area within the neighborhood adjacent to the Florida East Coast Railroad right-of-way has some industrial uses. Parking and lack of pervious surfaces and landscaping are long-standing concerns in this area. In addition, there is a lack of cohesive branding and identity that could facilitate new investment in the area. New uses that are more desirable to nearby residents, such as a brewpub, would create a stronger connection between the commercial areas and the residential area of the neighborhood.



### STRATEGY SPOTLIGHT

#### BENZAITEIN CENTER FOR CREATIVE ARTS

*Artisinal Industrial District, Lake Worth, FL*

The Benzaiten Center is a private nonprofit organization whose goal is to infuse artistic and community values all within one industrial building. The organization provides local artists with the studio space, and equipment necessary to create pieces that are treasured by the surrounding community. The center offers artistic craftsman workshops such as glassblowing, and flameworking. The Benzaiten Center as well as Matthews Brewing Company, a popular brewpub, are permitted within Lake Worth's Artisanal Industrial District, which promotes office and industrial uses related to or complementary to the arts.

#### GETTING STARTED IN OSCEOLA PARK...

To begin this investment in diversifying the neighborhood uses, CRA and City staff should identify potential industrial spaces that could support a creative cultural project in the neighborhood's CBD-Railroad Corridor Sub-District. An incubator project like the Benzaiten Center could enhance the connection between the neighborhood and the existing industrial business area.



**STRATEGY 2.1: CREATE OPPORTUNITIES FOR NEW COMMERCIAL REDEVELOPMENT AND ADAPTIVE REUSE IN THE NEIGHBORHOOD (SE 2ND AVENUE & SE 5TH AVENUE)**

**ACTION ITEMS:**

1. Encourage redevelopment or adaptive reuse of existing properties in the commercial districts
2. Introduce a theme based on local art, culture, and historical elements
3. Actively encourage new and existing business participation in the following existing CRA programs, such as, but not limited to:
  - ▶ Job Creation Bonus Program
  - ▶ Land Value Investment Program
  - ▶ Development Infrastructure Assistance Program
  - ▶ Community Sponsorship Program

**STRATEGY 2.2: BRANDING AND MARKETING THE SE 2ND AVENUE COMMERCIAL AREA**

**ACTION ITEMS:**

1. Honor the Caribbean heritage and culture along SE 2nd Avenue through commercial district branding
2. Inventory the businesses and proprietors to develop branding strategies for the business district area
3. Seek grant funding for a potential cultural district, business development, and façade improvements
4. Increase landscaping where feasible in the commercial district



### **STRATEGY 2.3: CREATE A TRANSITION BETWEEN THE SINGLE-FAMILY AREA FROM THE MORE INTENSE COMMERCIAL AND INDUSTRIAL USES**

#### **ACTION ITEMS:**

1. Seek grants to address buffering with landscape walls in the transitional areas between single-family and non-residential uses
2. Support CBD zoning along Federal Highway, to use form-based techniques to provide a good transition to the neighborhood
3. Evaluate rezoning the Medium Density Multiple Family Residential (RM) District to Residential Office (RO) along SE 2nd Street

### **STRATEGY 2.4: DIVERSIFY THE TYPES OF COMMERCIAL USES IN THE NEIGHBORHOOD TO APPEAL TO A WIDER DEMOGRAPHIC**

#### **ACTION ITEMS:**

1. Research neighborhood impacts of allowing breweries and other commercial uses in warehouse / industrial spaces
2. Market the area to services that attract neighbors within walking distance
3. Introduce parking incentives for redevelopment of properties with uses that are walkable or ideal for ridesharing





# PRIORITY 3 - CREATING A SUSTAINABLE NEIGHBORHOOD

**Invest in sustainable infrastructure improvements and education that address stormwater, native plant materials, and reduce the carbon footprint of the neighborhood.**

Residents in the neighborhood are concerned with the impacts of climate change and the potential local impacts on the neighborhood, including localized flooding. Further, these issues could be compounded by the infill and redevelopment as the amount of impervious surfaces increase. The neighborhood commitment to environmental and resiliency was emphasized in the 2016 Community Based Master Plan and in this priority. Residents are interested in strategies that support climate change mitigation as well as localized adaptation strategies.



## STRATEGY SPOTLIGHT

### ST. PETE PIER

*St Petersburg, Florida*

The Tampa Bay region is striving to create a more sustainable region through effective stormwater management to protect the ecology of the bay. The City of St Petersburg has begun the transformation of the St. Pete Pier, which is part of the *St. Petersburg Downtown Waterfront Master Plan*. In this project, the city is utilizing the implementation of lawns and bioswales to transform the aesthetics and stormwater properties of the area.

### GETTING STARTED IN OSCEOLA PARK...

The first step in implementing biolawns in Osceola Park is to educate the community and contractors on available informational resources, including the University of Florida's Florida-Friendly Landscaping Program, which promotes the use of native and appropriately located plant materials. Residents and businesses may improve stormwater retention and treatment on their properties through the use of native plant materials, soil amendments and rock underlayments. The City should also consider a pilot program to test the feasibility of bio-swales in residential areas in lieu of required grass-only swales.



### **STRATEGY 3.1: CREATE A SUSTAINABLE NEIGHBORHOOD**

#### **ACTION ITEMS:**

1. Support the creation of a City-wide sustainability and climate action plan
2. Institute a program to increase tree canopy and native landscaping materials in the area
3. Allow/introduce bioswales as a pilot project within the neighborhood
4. Implement stormwater solutions as needed
5. Encourage the use of permeable surfaces when residents are installing or replacing driveways
6. Implement a maximum impervious percentage for yards, in the LDRs

### **STRATEGY 3.2: REDUCE CARBON FOOTPRINT IN RESIDENCES AND BUSINESSES**

#### **ACTION ITEMS:**

1. Inform businesses and homeowners about loan and grant programs to add solar power, replace aging toilets and water heaters, and replace windows to meet current energy efficient standards
2. Provide education to residents and business owners regarding energy efficiency
3. Promote desired neighborhood business uses within walking distances of the neighborhood like restaurants, pubs and grocery stores





### **STRATEGY 3.3: INSTALLATION OF NATURAL GAS LINES FOR ENERGY-EFFICIENT APPLIANCES**

#### **ACTION ITEMS:**

1. Facilitate a feasibility study with the natural gas provider to determine opportunity and cost for the installation of natural gas lines in the neighborhood

### **STRATEGY 3.4: IMPROVING RESIDENT SAFETY**

#### **ACTION ITEMS:**

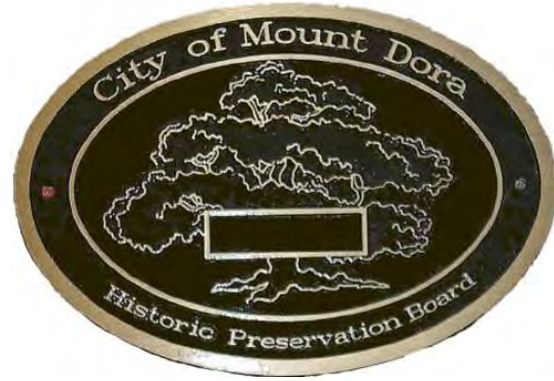
1. Re-evaluate traffic speed and patterns after the completion of the road improvements and install traffic calming as needed
2. Encourage resident and neighborhood group connections with the Delray Beach Police Department
3. Improve lighting in the neighborhood that is decorative, consistent with neighborhood character, and appropriate for adjacent land uses



# PRIORITY 4 - CREATION OF A CONSERVATION DISTRICT

**Improvements to private and public properties will improve the aesthetic and property values in the neighborhood.**

Within the Osceola Park Neighborhood, there is a great sense of place that is embraced by the residents and property owners. This sense of place has a foundation in the cohesive built environment. The residents are interested in maintaining the aesthetics of the early and mid-20th century neighborhood. The designation as a conservation overlay district or heritage overlay district would encourage the preservation of this sense of place while allowing some flexible redevelopment. A historic resources study would identify the key components for a future overlay district. Additional tools that should be considered include design guidelines, streamline permitting for specific improvements, and grant assistance.



## STRATEGY SPOTLIGHT

### THE HISTORIC MARKER PROGRAM

*Mount Dora, Florida*

The City of Mount Dora embraces its numerous historic structures through the Historic Marker Program. The program provides residents and tourists with historical and architectural information of the buildings, and helps maintain the historical properties located in the city. Local property owners are able to apply for the marker, utilizing the city's archives of historical information.

### GETTING STARTED IN OSCEOLA PARK...

City staff, in partnership with the CRA, could seek out grants to fund a historic resources survey. Property owners with significant contributing properties could be approached individual for historic designation in lieu of the establishment of a formal conservation district. The survey could also be utilized to support the establishment of a conservation district that would highlight the history and architecture of the neighborhood.



## **STRATEGY 4.1: EXPLORE A CONSERVATION DISTRICT OR HERITAGE DISTRICT**

### **ACTION STEPS:**

- 1.** Conduct a Conservation District/Heritage District Study
- 2.** Identify neighborhood characteristics to support recognition
- 3.** Create design guidelines

## **STRATEGY 4.2: ACQUIRE HISTORIC MARKERS OR SIGNAGE FOR INDIVIDUAL PROPERTIES**

### **ACTION STEPS:**

- 1.** Identify properties for registration on the State's historic registry
- 2.** Identify grant funding for community signage that would convey the historical significance of the area

# PRIORITY 5 - STREETSCAPE & BEAUTIFICATION

**Evaluate the creation of a Local Conservation District to assist in preserving the neighborhood's sense of place.**

The Osceola Park neighborhood is a desirable, walkable neighborhood. To build upon the existing assets, strategic investments are required. Beautification and landscaping projects at prominent locations, improved street lighting, and addressing fence regulations are opportunities to spur new investment and improve property values within the neighborhood. Additionally, investment in parking solutions, litter control, and property maintenance will contribute to the beautification of the neighborhood.

## **STRATEGY 5.1: ALLOW FOR BIOSWALES IN THE SWALES AND MEDIANS**

### **ACTION STEPS:**

1. Implement a plan for bioswales as a pilot program for citywide use
2. Prepare plant material and maintenance guidelines and requirements for residents interested in converting their swale area to a bioswale
3. Update the City's Land Development Code to address regulations after a pilot program is complete



### **STRATEGY SPOTLIGHT**

#### **THE PLAZA AT PROSPECT AND ANDREWS AVE FACADE IMPROVEMENTS GRANTS**

*Oakland Park, FL*

A pair of commercial plazas developed in the 1960's and 70's stretches along a ¼ mile of roadway in central Oakland Park. The plazas needed a facelift to attract more desirable businesses and restaurants, and the business owners wanted more visibility from the street. The CRA acquired a façade improvement grant through Broward County and developed a program to improve the façades. This has led to other improvements and a renewed sense of pride by the business owners. The CRA also provided funds for parking lot improvements, new landscaping, and an electric vehicle charging station.

#### **GETTING STARTED IN OSCEOLA PARK...**

The industrial area within the neighborhood was identified in the Plan as an area with potential for redevelopment and reinvestment. CRA façade improvement grants for business are a great opportunity to provide a financial incentive to implement a themed and cohesive reimagining of a business district.



## STRATEGY 5.2: REVISE FENCING REGULATIONS FOR OSCEOLA PARK IN THE FRONT YARDS OF RESIDENTIAL PROPERTIES

### ACTION ITEMS:

1. Inventory fence types and characteristics (height, location)
2. Reduce the maximum fence height in front yards to 4 feet, and update the City's LDRs
3. Require green or black vinyl coating and hedges with any chain link fencing in the front yard
4. Implement a grant program to cover costs for replacing fencing that does not meet new height and material requirements

## STRATEGY 5.3: IMPROVE THE APPEARANCE ALONG THE F.E.C. RAILROAD RIGHT-OF-WAY

### ACTION ITEMS:

1. Identify locations for landscape buffers to be installed or enhanced, particularly at the dead-ends of roadways along the corridor
2. Identify buildings abutting the corridor that are suitable for murals and commission murals
3. Seek grant funding that will assist with landscaping



### STRATEGY SPOTLIGHT

#### RAIL CORRIDOR BEAUTIFICATION

*Boynton Beach, FL*

The railways throughout South Florida run through multiple industrial areas with large surfaces, some are used as canvases. In Boynton Beach, its art district is situated near a rail corridor, which provides passengers of Tri-Rail a glance of Boynton's mural marking the art district.

#### GETTING STARTED IN OSCEOLA PARK...

Osceola Park is adjacent to the Florida East Coast Railway tracks, the service corridor of Virgin Trains USA (Brightline). Passengers are able to see structures as well as landscaping along the corridor. Murals commissioned and approved with neighborhood input would better market the arts and cultural assets of Osceola Park as well as Delray Beach at large. Opportunities for landscaping at the neighborhood streets that dead-end along the train tracks would improve the look of the neighborhood internally and from the passing trains.



## **STRATEGY 5.4: RE-EVALUATE STREET LIGHTING THROUGHOUT THE NEIGHBORHOOD**

### **ACTION ITEMS:**

1. Improve lighting in the neighborhood that is decorative, consistent with neighborhood character, and appropriate for adjacent land uses.
2. Follow the Dark Skies recommendation for lighting within the neighborhood
3. Implement the Florida Power and Light LED Street Lighting Program using decorative lighting fixtures consistent with the character of the neighborhood where feasible
4. Encourage additional exterior lighting on private properties along roadways

## **STRATEGY 5.5: IMPROVE RESIDENTIAL AND COMMERCIAL BUILDING APPEARANCE AS AN INDICATOR OF BEAUTIFICATION**

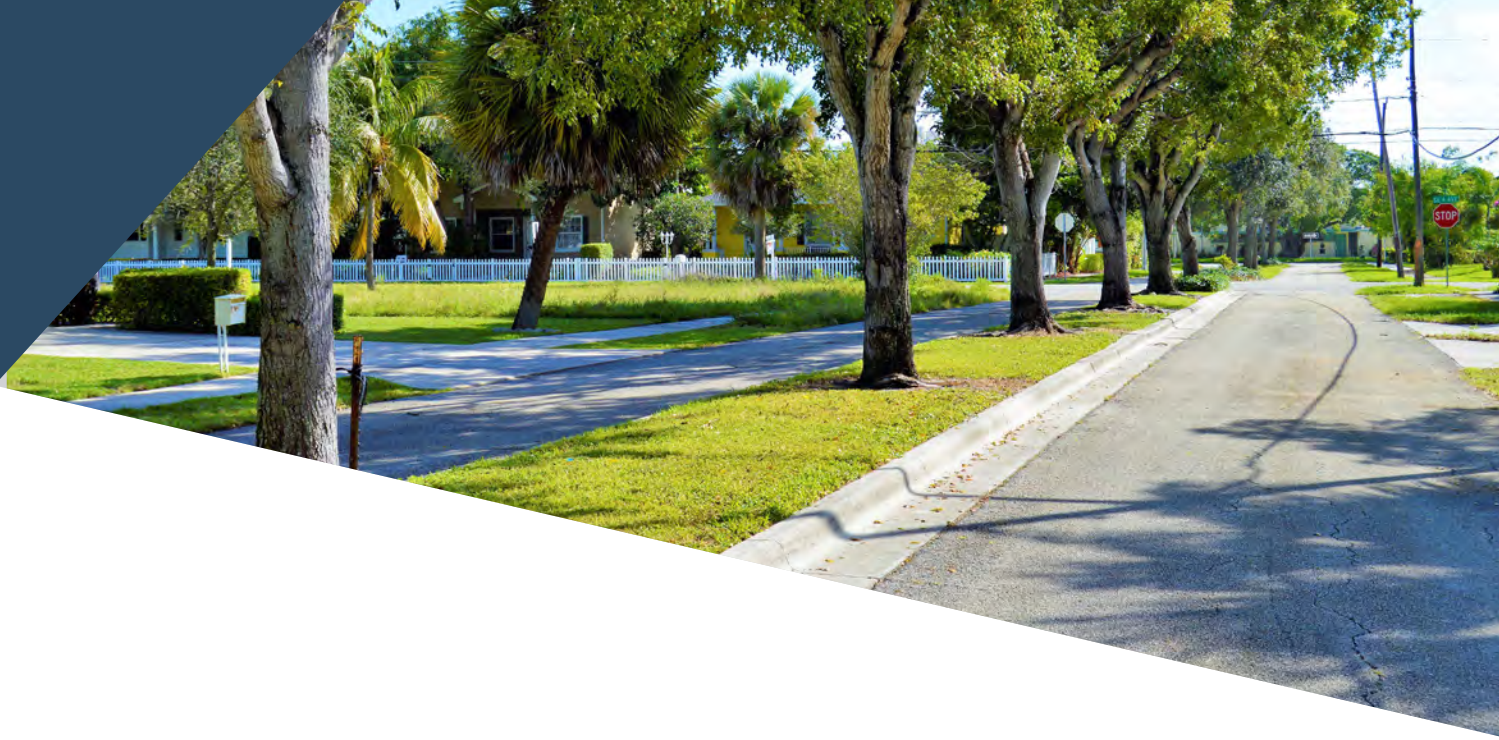
### **ACTION ITEMS:**

1. Provide education on proper home maintenance and information on existing City and CRA programs like the home painting program
2. Host volunteer days to help improve property appearances such as paint day and yard clean-up day
3. Create a landscaping and façade improvement grant programs for both homeowners and businesses
4. Business landscaping grants for commercial properties

## **STRATEGY 5.6: ADDRESS REPETITIVE CODE VIOLATIONS**

### **ACTION ITEMS:**

1. Address frequent code violations in Osceola Park which include:
  - ▶ Placement of gravel in the City's right-of-way (such as the swale or part of the driveway)
  - ▶ Fences constructed without permits, some of which are not in compliance with the City's Land Development Code
  - ▶ Home renovations without permits
2. Provide education to assist residents in multi-lingual formats
3. Incentives for residential gravel driveway replacement to pervious pavers or similar products



### **STRATEGY 5.7: ALLOW FOR MORE PARKING OFF-STREET**

#### **ACTION ITEMS:**

1. Provide grants to encourage the use of paved spaces in backyards that are accessed by the alleys
2. Identify additional locations for public parking lots in the area around non-residential uses, and acquire land and develop the parking lots.
3. Expand parking with pervious surfaces at commercial properties

### **STRATEGY 5.8: ADDRESS LITTER IN THE STREETS**

#### **ACTION ITEMS:**

1. Coordinate with City solid waste staff for regular cleanups and placement of additional waste containers throughout the neighborhood
2. Increase the number of trash cans on the streets and in parks, as well as other interventions to reduce litter in the public parks
3. Seek business sponsorship for “Adopt-a-Street” program







# NEIGHBORHOOD CONDITIONS & AREA ANALYSIS



# NEIGHBORHOOD CONDITIONS & AREA ANALYSIS

## DATA COLLECTION

In preparation to update this Plan, City staff compiled a database of all properties within the Study Area. The primary source of data was the Palm Beach County Property Appraiser. Additional information was obtained from field surveys conducted in the fall of 2018 as well as the Preliminary Design Report of the Osceola Park Neighborhood Improvements Project (prepared by Mathews Consulting, a Baxter and Woodman Company). The information in the database includes the property control number, property size, homestead information, existing land use, taxable and assessed values, and the last five sales prices.

## EXISTING LAND USE

The study area is comprised of approximately 107 acres (not including road rights-of-way). The neighborhood area contains a mix of residential, commercial, light industrial and community facility land uses. The area also contains 16 vacant parcels. Over half of the residential land use is detached single-family residences with over one-half of the land area.

### Residential Development

The Osceola Park Neighborhood has 380 properties, of which 90% are residential uses. Of those residential properties, only 34% are homesteaded. In the last two years, 50 residential properties were sold and only 5 of those sold are currently homesteaded properties. The desire to have more homeownership in the neighborhood is noted from the residents input and the Citizen's Master Plan.

There are several residential subdivisions within the neighborhood area, containing a mix of single-family, duplex and multi-family structures. Overall, the neighborhood contains 212 single-family residential units, 20 apartments/guest houses associated with single-family homes, 10 townhomes, 31 condominiums, 147 multi-family units, and 2 mixed-use properties for a total of 422 residential units.





### **Non-Residential Development**

Non-residential development within the study area consists of a mix of commercial and light industrial land uses. Development parcels fronting on Federal Highway consist primarily of automotive sales/rental, offices and personal service commercial uses, while the area surrounding the F.E.C. Railroad in the north part of the neighborhood consists primarily of light industrial uses. The neighborhood also contains a city park, Currie Commons Park, between SE 7th and SE 8th Streets, and a public utility on SE 10th Street.

Currie Commons Park includes a lighted softball / Little League field, a multi-purpose field, a press box, concessions, restrooms, a playground, and a gazebo. According to a conditions report within the 2018 City of Delray Beach Parks Master Plan, the fields are in good condition; however, there is no signage, little to no ADA access, damage to the pathway and fencing, and the building and playground equipment are in fair condition.

### **Undeveloped Property**

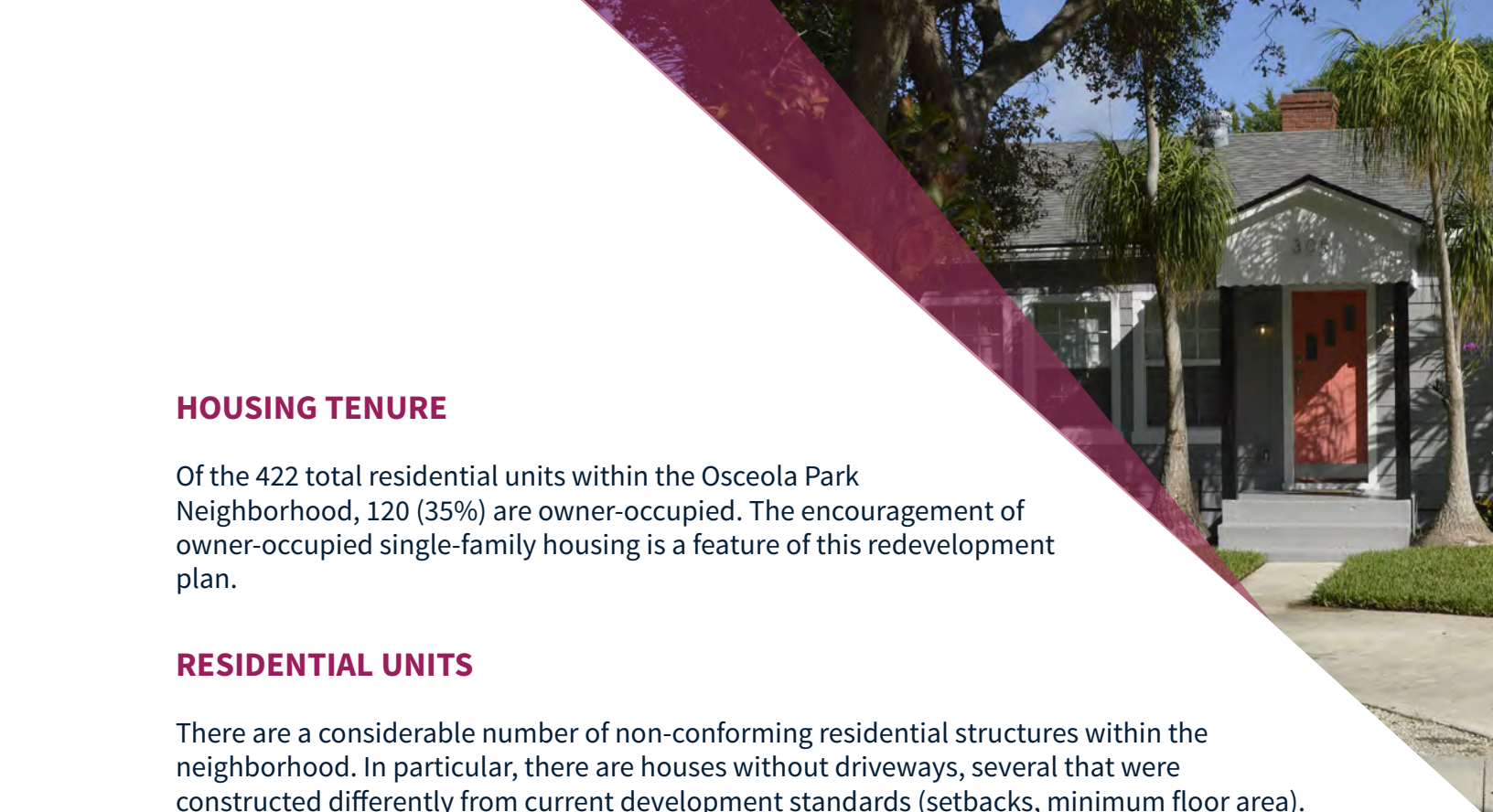
The existence of undeveloped lots indicates unproductive land use, which limits tax revenues. These lots often become dumping grounds for trash and unsightly or unsafe debris. There are 16 parcels within the neighborhood that are currently undeveloped.

### **Age of Buildings**

A criterion to determine the need for rehabilitation is the age of the buildings. Approximately one-half of all buildings within the neighborhood were constructed before 1956. Given their age, it is unlikely that many buildings meet current life safety regulations with respect to smoke detectors, emergency egress escape windows, hurricane anchorage, electrical wiring, etc.

In 1999, the City hired Janus Research to perform a historic site survey of the neighborhood to determine if the creation of a historic district was warranted. Based on its analysis of the historic resources within the neighborhood, Janus recommended that the City consider the creation of a Local Conservation District instead of a Historic District designation.





## HOUSING TENURE

Of the 422 total residential units within the Osceola Park Neighborhood, 120 (35%) are owner-occupied. The encouragement of owner-occupied single-family housing is a feature of this redevelopment plan.

## RESIDENTIAL UNITS

There are a considerable number of non-conforming residential structures within the neighborhood. In particular, there are houses without driveways, several that were constructed differently from current development standards (setbacks, minimum floor area). Additionally, some duplexes and multi-family buildings have become non-conforming with respect to use as a result of rezoning, because they are in what is currently a single family zoning district. It is a goal of this Plan Update that residential properties in the neighborhood be upgraded and improved. Section 1.3.6, of the LDRs, Repairs and Maintenance, places annual limits on expenditures for repair and maintenance of non-conforming uses and structures. To prevent further deterioration of existing structures, an amendment to the LDRs should be initiated to increase the current expenditure limits for residential properties within the neighborhood.

There is a wide range of residential unit sizes within the neighborhood area. The largest units are single-family detached units with an average size of 1,515 square feet. Duplex units are significantly smaller, with an average size of 905 square feet. Multiple-family units are smaller still with an average size of only 869 square feet. The Delray Beach Land Development Regulations currently require a minimum of 1,000 sq. ft. for duplex units. The minimum size for multi-family units is dependent on the number of bedrooms, with 400 sq. ft. for efficiencies, 600 sq. ft. for 1-bedroom, 900 sq. ft. for 2-bedrooms, 1,250 sq. ft. for 3- bedrooms and 1,500 sq. ft. for 4-bedrooms. These numbers indicate that many neighborhood duplex and multi-family units are also non-conforming with regard to size.

## PROPERTY VALUES

The total assessed value of the 380 properties within the study area was \$79.9 million in 2018, up from \$52.9 million in 2003 and \$24.3 in 1995. Given a total acreage (excluding rights-of-way) of 107.4 acres, the average assessed value of all property in the neighborhood, including structures, was \$17.08 per square foot of land in 2018. This is a significant increase in value from \$11.30 per square foot of land in 2003.

## PROPERTY SALES

The ability to sell a property while values continue to rise indicates a strong market demand in the neighborhood. However, excessive turnover in a predominantly residential area can have a negative effect on social relationships and the sense of identity in a neighborhood. The Journal of Housing Policy Debate found support for a link between homeownership and both improved property maintenance and longer lengths of tenure<sup>1</sup>.

Palm Beach County property tax roll records indicate that in last two years, 50 residential properties were sold and only 5 of those sold are currently homesteaded properties. In the last 5 years, nearly half of the residential properties changed ownership, which is higher than a typical stable neighborhood. Neighborhood stability is defined as having “a high percentage of persons who have lived in the same residence (house or apartment) for the past five years.”<sup>2</sup>

## FUTURE LAND USE

Several Future Land Use Map designations are applied within the Neighborhood. LD (Low Density Residential 0-5 dwelling units per acre), MD (Medium Density Residential 5-12 dwelling units per acre), CC (Commercial Core), GC (General Commercial), OS (Open Space) and CF (Community Facilities) are each applied to at least one property in the area.

### Redevelopment Area #5

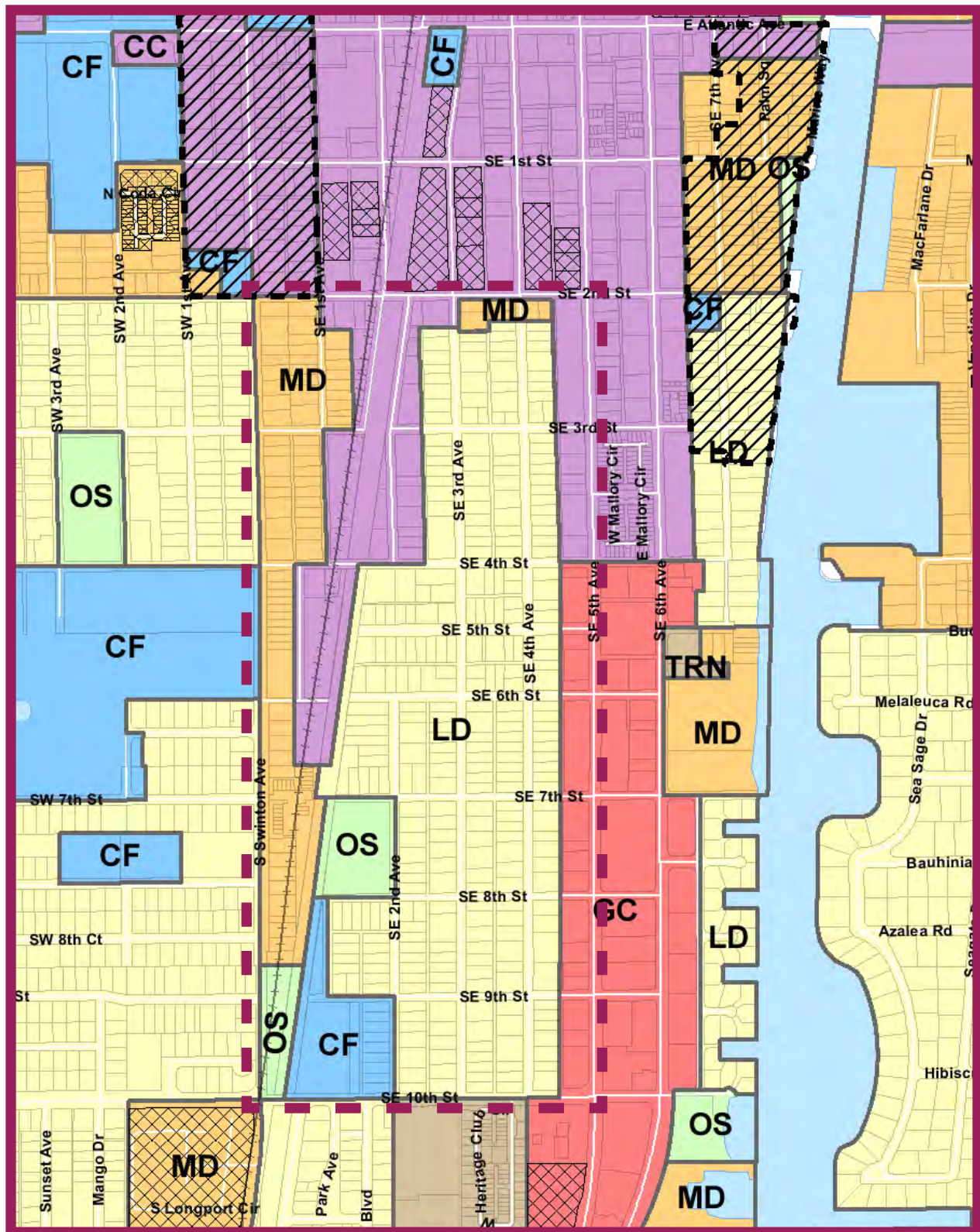
At the time of CRA designation, the Comprehensive Plan included “Redevelopment Areas”. Osceola Park was in Redevelopment Area #5. Following the 2004 adoption of this Osceola Park Redevelopment Plan, a Future Land Use Map Amendment was processed to eliminate the Redevelopment Area #5 designation from the FLUM and established appropriate designations for all parcels in the Area.

The Future Land Use designations in Osceola Park, along with acreages of each are shown in the table below.

| FUTURE LAND USE DESIGNATION                     | ACRES | PERCENT |
|-------------------------------------------------|-------|---------|
| Low Density, 0-5 Units Per Acre                 | 77.98 | 54.4    |
| Commercial Core                                 | 23.58 | 16.5    |
| Medium Density Residential, 5-12 Units Per Acre | 20.32 | 14.2    |
| General Commercial                              | 8.36  | 5.8     |
| Community Facilities                            | 6.84  | 4.8     |
| Open Space                                      | 6.21  | 4.3     |
| Total                                           | 143.3 | 100     |

<sup>1</sup>William M. Rohe & Leslie S. Stewart (1996) Homeownership and neighborhood stability, Housing Policy Debate, 7:1, 37-81, DOI: 10.1080/10511482.1996.9521213

<sup>2</sup>The Contingent Meaning of Neighborhood Stability for Residents Psychological Well-being



The map shown above illustrates the Future Land Use designations of the Osceola Park Neighborhood, as well as the surrounding areas.





The following paragraphs describe the Future Land Use designations shown on the map, on the previous page.

### **Low Density Residential**

The majority of the neighborhood is designated as Low Density Residential on the City's Future Land Use Map. This designation allows residential development at densities up to 5 dwelling units per acre. All residential zoning districts, except RM (Medium Density Residential), are consistent with the Low Density Residential FLUM designation. The residential units may be single family.

### **Medium Density Residential**

Two areas in the neighborhood; one adjacent to South Swinton Avenue and one on the south border of SE 2nd Street, are designated as Medium Density Residential on the City's Future Land Use Map. This designation permits residential units at densities of 5-12 dwelling units per acre. All residential zoning districts are consistent with the Medium Density Residential FLUM designation. The residential units may be single-family, duplex, multi-family, or townhouse.

### **Commercial Core**

This designation is applied to the Community's Downtown Area, which extends southward into the neighborhood along Federal Highway. It accommodates a variety of land uses including commercial and office development; residential development; older homes renovated to accommodate office use; "bed and breakfast" establishments; and industrial/commerce type uses.

### **Community Facilities**

This designation is applied to current and future school sites; to current and future sites for public buildings; and to current and future sites for public facilities. It is also applied to single function buildings that have been constructed for community-related purposes (e.g. churches) and which are not commercial in nature. The designation is applied to several parcels on SE 10th Street which are being used by Florida Power and Light Company and the City.



## **General Commercial**

This designation is applied to land which is, or should be, developed for general commercial purposes e.g. retail, office, services. A maximum Floor Area Ratio of 3.0 is permitted for nonresidential uses. Residential uses may comprise up to 15% of the total floor area of the General Commercial Land Use designation. Residential uses are permitted either in conjunction with commercial use or as a stand-alone use subject to Conditional Use approval. Residential density is limited to a maximum of 12 dwelling units per acre.

## **Open Space**

This designation is applied to public recreation areas (such as municipal parks), to open space areas, and to conservation areas. Within the neighborhood area, there are two parcels designated as open space. One is the Currie Commons Park, located between SE 7th Street and SE 8th Street, adjacent to the F.E.C. Railway. The other, a well-landscaped mini-park located adjacent to Swinton Avenue and SE 10th Street, provides a visual break in the development pattern and an opportunity for passive recreation in the area.

## **ZONING**

The zoning designation assigned to a parcel is an important factor in its development potential. Zoning establishes the specific uses allowed as well as setbacks, height limits, and other development standards for structures on the parcel.

Over the years, the Osceola Park Neighborhood has experienced various zoning changes dealing primarily with non-residential classifications, but the most notable change was the southward expansion of the Central Business District.

The Zoning Districts in the Osceola Park Neighborhood follow the same boundaries as the Future Land Use designations. They include mostly Single Family Residential (R-1-A) located in the heart of the neighborhood. Non-residential and multi-family districts are principally located around the edges of the neighborhood and include:

- ▶ Medium Density Multiple Family Residential (RM) located on the northern edge of the neighborhood fronting on SE 2nd Street;
- ▶ Central Business District (CBD) located on the northern and northeastern edges of the neighborhood fronting SE 2nd Street and SE 5th Avenue;
- ▶ General Commercial (GC) located on the eastern and southeastern edge of the neighborhood fronting on SE 5th Ave;
- ▶ Open Space and Recreation (OSR) which is located at Currie Commons Park between SE 7th Street and SE 8th Street; and
- ▶ Open Space (OS) and Community Facilities (CF) located in the southeastern edge of the neighborhood.

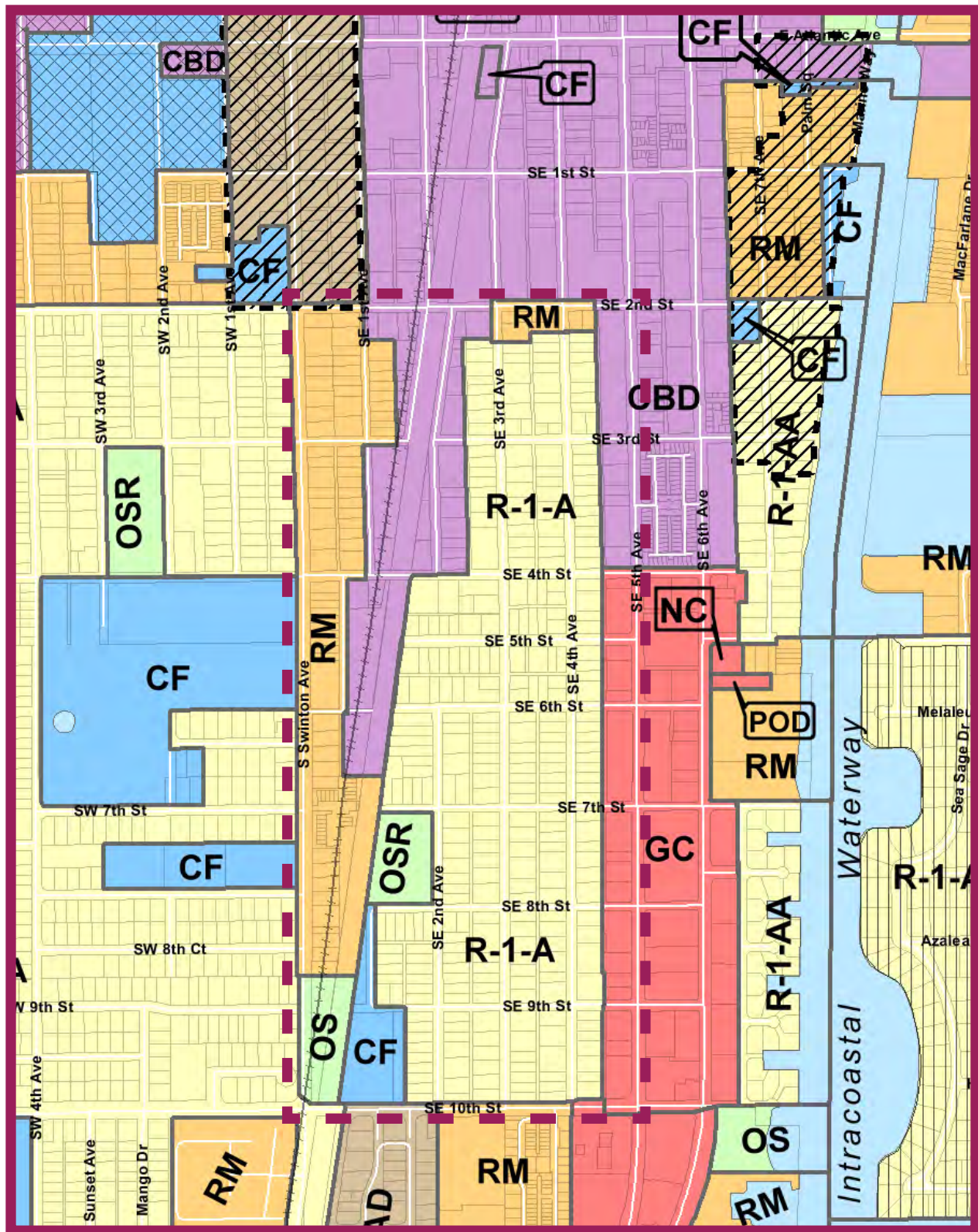
The Zoning Districts in Osceola Park, along with acreages of each, are shown in the table below.

| ZONING DISTRICT                                   | ACRES | PERCENT |
|---------------------------------------------------|-------|---------|
| R-1-A - Single Family Residential                 | 78.43 | 54.7    |
| CBD - Central Business District                   | 23.61 | 16.5    |
| RM - Multiple Family Residential (Medium Density) | 22.47 | 15.7    |
| GC - General Commercial                           | 8.69  | 6.1     |
| CF - Community Facilities                         | 4.31  | 3.0     |
| OSR - Open Space & Recreation                     | 3.13  | 2.2     |
| OS - Open Space                                   | 2.65  | 1.8     |
| Total                                             | 143.3 | 100     |

### R-1-A (Single Family Residential)

The R-1 zoning districts were created to provide areas of single-family detached residences and to protect those areas from the intrusion of inappropriate uses. The R-1-A district permits single-family residential units with a minimum lot area of 7,500 square feet. Additionally, the district accommodates some non-residential uses (e.g. churches, day care facilities) as conditional uses. The R-1-A designation is applied to most of the neighborhood east of the F.E.C. Railroad.





The map shown above illustrates the Zoning Districts of the Osceola Park Neighborhood, as well as the surrounding areas.



### **RM (Multiple Family Residential - Medium Density)**

The RM district allows a variety of housing types at densities of 6 to 12 units per acre. The district is applied adjacent to Swinton Avenue, between SE 2nd and SE 9th Streets and east of the railroad, between SE 2nd and SE 3rd Streets.

### **CBD (Central Business District)**

The CBD was established as a form-based code to preserve and protect the cultural and historical aspects of downtown Delray Beach and simultaneously provide for the stimulation and enhancement of the vitality and economic growth of the area. The district accommodates a wide range of residential and commercial development and has special provisions for increased densities and heights to accommodate higher intensity uses. The district is applied along the Federal Highway Corridor between SE 2nd and SE 4th Streets.

### **GC (General Commercial)**

The GC district is intended for small parcels of land that are suited to small scale retail, service, and office uses. South of SE 4th Street, most of the land fronting on South Federal Highway is designated GC.

### **OSR (Open Space & Recreation)**

The OSR district was established to most appropriately identify parcels of land which are used primarily for recreational or public purposes in an outdoor setting. Thus, it is generally applied to parks, golf courses, and situations where public recreational facilities may exist. The district is applied to Currie Commons Park.





### **OS (Open Space)**

The OS district was established to most appropriately identify parcels of land which are used primarily in an open space manner. Created to reflect some of the open space areas as shown on the Future Land Use Map, the OS District is applied to portions of land development projects which are primarily open space in nature (e.g., water bodies) and to other open space areas, including the municipal beach, which are normally not to have intense use or commercialization. The district is applied to the landscaped open space area at the northeast corner of Swinton Avenue and SE 10th Street

### **CF (Community Facilities)**

The CF district is a special purpose district, primarily, but not exclusively, intended for facilities which serve public, semi-public, and private purposes. Such uses include governmental, religious, educational, health care, social services, and special facilities. The district is applied to the FPL facility on SE 10th Street and the open space/park between Swinton Avenue and the railroad north of SE 10th Street.

## **CRIME MANAGEMENT AND PUBLIC SAFETY**

The Police Department has initiated a number of programs intended to reduce crime problems in the neighborhoods. The cornerstone of Police Department efforts to reduce crime in Delray Beach is the Community Policing program. Community Policing emphasizes a cooperative effort between the police and the community to find long term solutions to the community's problems. Community Policing is intended to both increase the police presence in the neighborhood and improve relations between the department and residents. This is a departure from past police methods which emphasized officers in patrol cars reporting to emergency radio calls. In addition to routine patrol activity, the Community Officers help to organize community improvement activities, such as trash pick-ups, paint-up projects, and organization of neighborhood watches.





## CODE ENFORCEMENT

Code enforcement plays a critical role in the redevelopment of the area. The homeowners association works with the City to help educate neighborhood residents. The City's sanitation officers also conduct a daily cleanup along SW 2nd Avenue. The residents were provided several trash cans, which were painted at a neighborhood event, and the City's sanitation staff empties the cans regularly.

The City's Code Enforcement Division has noted the top three more frequent code violations in Osceola Park include:

- ▶ Placement of gravel in the City's right-of-way (such as the swale or part of the driveway)
- ▶ Fences constructed without permits, some of which are not in compliance with the City's Land Development Code
- ▶ Home renovations without permits; many of which have recently been resolved
- ▶ Due to the upcoming improvements from the Osceola Park Neighborhood Improvements Project, the swales which have gravel will be returned to grass.

## PARKING

Two parking issues impact the neighborhood. The first issue is the large number of cars parked in the swales and in some cases, front yards, throughout the neighborhood. The lack of adequate parking is a blighting influence in the neighborhood. The second is the lack of adequate parking for the nonresidential properties in the rail corridor. The large amount of auto repair businesses is the primary cause of this problem.

Improving streetscapes is a primary focus of the Plan Update; therefore, it is important to reduce excessive parking along residential roadways, in the swales, and in many instances in front yards within the residential neighborhood. The R-1-A Single Family Residential District does not permit parking in the front setback. Since much of the Neighborhood is zoned R-1-A, parking solutions have been difficult to address.



To accomplish this, it was recommended by the Osceola Park Neighborhood Improvement Project study that selected alleys be paved to provide enhanced access to the rear yards. Although some properties already utilize the unpaved alleys to access parking in the rear, this improvement will make this option much more attractive. With more utilization, the alleys will become an important component of the public space and more eyes in the area will help to deter criminal activity.

## **PROXIMITY TO NUISANCES**

Residential properties backing up to the Federal Highway and Railroad commercial corridors contend with increased noise levels, overflow parking, and unsightly service areas. Landscape buffers between these commercial/industrial uses and residential properties within the neighborhood are often deteriorating or nonexistent. Addressing these nuisances and compatability issues would have a positive impact on the neighborhood.

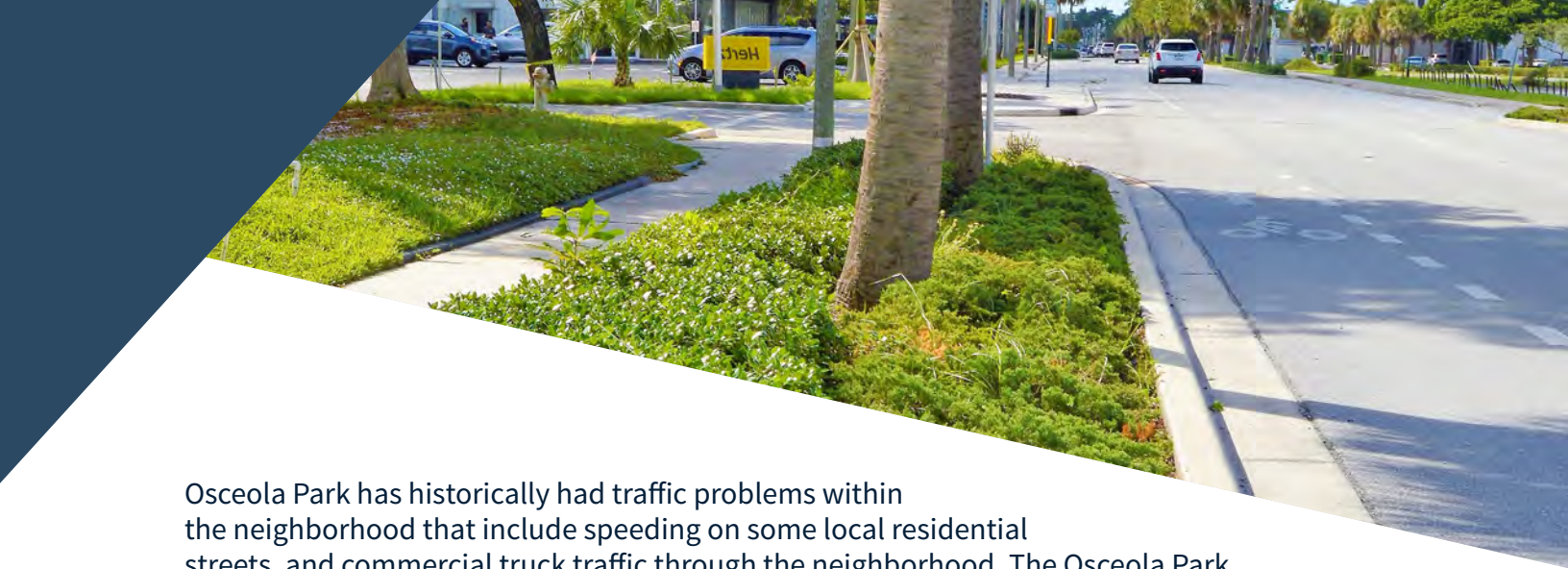
The railroad also presents a noise problem in areas where it directly abuts residential development. Landscape buffering would improve the situation, and in some cases, it is the responsibility of the property owners since the landscaping would have to be placed on private property. However, in areas where the east/west roadways terminate at the F.E.C. Railroad right-of-way, landscaping at the dead ends, along with murals is a featured recommendation discussed in the “Neighborhood Opportunities” section of this plan.

Consideration must also be given to eliminating excessive commercial truck traffic through the neighborhood. Commercial truck traffic associated with the railroad commercial corridor should be directed away from residential streets. Planned improvements underway may accomplish this, but should be re-evaluated after the improvements are completed.

## **DILAPIDATED STRUCTURES**

Dilapidated structures can give an area a blighted appearance, which discourages investment in adjacent properties. Therefore, the City will continue to evaluate poorly maintained and abandoned structures to determine if they should be demolished as a last resort. Records indicate no structures have been demolished by neglect in the past 5 years.

## **TRAFFIC CIRCULATION**



Osceola Park has historically had traffic problems within the neighborhood that include speeding on some local residential streets, and commercial truck traffic through the neighborhood. The Osceola Park Redevelopment Plan previously recommended hiring a traffic consultant to study conditions and make recommendations to alleviate the problems associated with vehicular traffic in the neighborhood. City Commission has approved consultant's recommendations in the Osceola Park Neighborhood Improvements Report to introduce new traffic calming measures and reduce excessive cut-through traffic.

## **PEDESTRIAN CIRCULATION – SIDEWALKS**

Sidewalks are provided on the perimeter roadways surrounding the neighborhood. Within the neighborhood, however, sidewalks are provided on only about half of the residential streets. On streets where sidewalks do exist, there are many missing or broken segments. Damaged sidewalks or lack of sidewalks on major roadways discourages walking around the neighborhood.

## **STREET LIGHTING**

Typical cobra head street lights, attached to Florida Power & Light poles, are located throughout the neighborhood, primarily at roadway intersections and mid-block. Although this level of lighting meets the minimum standards, excessive dead spots create opportunities for criminal activity and the overall feel is that of not being very safe when walking at night. Note that this is being addressed by the improvement project.

## **ALLEYWAYS**

Most of the alleys within the neighborhood are unpaved and overgrown.

## **WATER AND SEWER SERVICE**

Water service and sewer service is provided to properties throughout the study area. While some extensions may be needed to serve vacant properties, no extensions are required for existing developments.





# ONGOING & CONCURRENT PROJECTS



# THE OSCEOLA PARK NEIGHBORHOOD IMPROVEMENTS PROJECT RECOMMENDATIONS

The following improvements are recommended or underway as part of a project that originated from the original Redevelopment Plan's recommendations. The report was prepared by Mathews Consulting, a Baxter and Woodman Company, and managed through the City's Public Works Department.

## SUMMARY OF IMPROVEMENTS

### Sidewalks

There are two options for sidewalk improvements. Option 1 is filling the gaps to have a continuous sidewalk on at least one side of each roadway. Option 2 follows the City's Typical Roadway Section and calls for the provision of sidewalks on both sides of each roadway.

In addition, anywhere sidewalk flags and driveway aprons are broken in the City's right-of-way, those should be replaced. At street intersections with sidewalk connections, Americans with Disabilities Act (ADA)-compliant domed mats will be proposed.

### Traffic Circulation

After temporary traffic calming devices were studied, the recommendation was for the installation of six permanent chicanes on the north-south "through streets", which are SE 3rd Avenue and SE 4th Avenue.

- ▶ On SE 3rd Avenue, chicanes are to be installed:
  - Between SE 8th Street and SE 9th Street
  - Between SE 6th Street and SE 7th Street
  - Between SE 3rd Street and SE 4th Street
- ▶ On SE 2nd Avenue, a chicane is to be installed between SE 7th Street and SE 8th Street (in place of an existing speed hump near Currie Commons Park)

Another recommendation was for fourteen neighborhood entrance bumpouts, which narrow the roadway and highlight to motorists that they are entering a residential area. The bumpouts will also be landscaped and serve as a gateway feature.





## Street Lighting

The CRA should work with Florida Power and Light to implement the LED Street Lighting Program in order to replace the typical cobra head street lights that are attached to Florida Power & Light poles. The poles are located throughout the neighborhood, primarily at roadway intersections and mid-block. Replacement and the addition of more exterior lighting along the roadways are recommendations of this plan. The Osceola Park Neighborhood Improvement Project proposes to replace the fixtures with a historic style, Florida Power & Light fixture. After this project is completed, a long term priority could be to re-evaluate the neighborhood lighting coverage to consider supplementary pedestrian-scale lighting with complementary historic style fixtures that are Dark Skies compliant.

## Alleyway Improvements

- ▶ With permeable concrete:
  - Between S. Swinton Avenue and SE 1st Avenue, from SE 3rd Street to SE 4th Street
  - Between SE 3rd Avenue and SE 4th Avenue, from SE 2nd Street to SE 4th Street
- ▶ With lattice blocks:
  - From SE 3rd Avenue and SE 4th Avenue, between SE 4th Street and SE 5th Street
  - From the F.E.C. Railroad and SE 4th Avenue, between SE 5th Street and SE 6th Street
  - Between SE 2nd Avenue and SE 3rd Avenue, from SE 8th Street and SE 9th Street
  - Between SE 3rd Avenue and SE 4th Avenue, from SE 8th Street and SE 10th Street

## Water and Sewer Service

The conditions of the water and sewer pipes were studied through the Osceola Park Neighborhood Improvements Project and have revealed segments of pipes that are in need of upgrades. The plan recommends several areas for sewer pipe replacement and many areas where the sewer pipes are to be lined to extend their life. Three segments of water mains are also recommended for replacement with upgraded pipe sizes to support new fire hydrants and future development. In addition, road surface improvements will have to be programmed to follow the pipe replacements.





PREPARED BY:  
**KCI TECHNOLOGIES, INC.**





FROM THE DESK OF *Kim Glas-Castro, AICP LEED AP*

TO: Richard Reade, Village Manager

FROM: Kim Glas-Castro, PZB Director

CC: Kimberly Wynn, Village Clerk

RE: CRA Community Redevelopment Plan Modification and Economic Development Strategic Plan  
RFP # 2020R-001

DATE: August 21, 2020

On May 7, 2020, the Village issued a Request for Proposals (RFP) to provide modifications to the CRA Community Redevelopment Plan and to prepare an Economic Development Strategic Plan (RFP No. 2020R-001) in accordance with Section 58-5, Competitive Selection Purchase Requirements, of Village Code. In response, five (5) proposals were received from the following firms: The Corradino Group, KCI Technologies, Kimley-Horn & Associates, Metro Analytics, and Wildan Financial Services .

An Evaluation Committee was formed by the Village Manager to review the five proposals and recommend an award to the Village Council. The seven members of the CRA/Economic Plan RFP Evaluation Committee met on July 23, 2020 to review each submittal. The Committee selected three (3) firms to invite for presentations/interviews: The Corradino Group, KCI Technologies, and Kimley-Horn & Associates.

Presentations/interviews were held on August 21, 2020. the Committee re-scored the three (3) firms based on the original six (6) criteria, confirmed the final rankings and selected the top firm to recommend to the Village Council.

The Selection Committee found KCI Technologies to be best qualified to meet the needs of the Village.



**RFP #2020R-001**  
**COMMUNITY REDEVELOPMENT PLAN**  
**MODIFICATION & ECONOMIC DEVELOPMENT**

**VIRTUAL FINAL BID SELECTION MEETING**  
**AUGUST 21, 2020 at 8:30 A.M.**

|                            | The Corradino Group | KCI Technologies | Kimley-Horn Associates |
|----------------------------|---------------------|------------------|------------------------|
| <b>Committee Members</b>   |                     |                  |                        |
| Kim Glas-Castro - Chairman | 56                  | 80               | 73                     |
| Tina Heysler               | 82                  | 97               | 88                     |
| Jorge Avellana             | 90                  | 97               | 82                     |
| Rebecca Morse              | 83                  | 99               | 97                     |
| Bill Reichel               | 76                  | 100              | 80                     |
| <i>Kim Gehrman</i>         | <i>ABSENT</i>       | <i>ABSENT</i>    | <i>ABSENT</i>          |
| <i>Gloria Rincon</i>       | <i>ABSENT</i>       | <i>ABSENT</i>    | <i>ABSENT</i>          |
| <b>TOTAL</b>               | <b>387</b>          | <b>473</b>       | <b>420</b>             |



RFP #2020R-001

CRA COMMUNITY REDEVELOPMENT PLAN MODIFICATION & ECONOMIC DEVELOPMENT STRATEGIC  
DEVELOPMENT

BID TABULATION SHEET (July 24, 2020)

|                    | THE CORRADINO GROUP |     | KCI TECHNOLOGIES |     | KIMLEY-HORN |     | METRO ANALYTICS |     | WILDAN FINANCIAL SERVICES |     |
|--------------------|---------------------|-----|------------------|-----|-------------|-----|-----------------|-----|---------------------------|-----|
|                    |                     |     |                  |     |             |     |                 |     |                           |     |
| Committee Member A |                     | 51  |                  | 82  |             | 70  |                 | 39  |                           | 73  |
|                    |                     |     |                  |     |             |     |                 |     |                           |     |
| Committee Member B |                     | 93  |                  | 94  |             | 95  |                 | 85  |                           | 91  |
|                    |                     |     |                  |     |             |     |                 |     |                           |     |
| Committee Member C |                     | 88  |                  | 82  |             | 72  |                 | 72  |                           | 69  |
|                    |                     |     |                  |     |             |     |                 |     |                           |     |
| Committee Member D |                     | 79  |                  | 94  |             | 94  |                 | 60  |                           | 59  |
|                    |                     |     |                  |     |             |     |                 |     |                           |     |
| Committee Member E |                     | 65  |                  | 91  |             | 75  |                 | 70  |                           | 82  |
|                    |                     |     |                  |     |             |     |                 |     |                           |     |
| Committee Member F | ABSENT              |     |                  |     |             |     |                 |     |                           |     |
|                    |                     |     |                  |     |             |     |                 |     |                           |     |
| Committee Member G |                     | 92  |                  | 90  |             | 90  |                 | 70  |                           | 68  |
|                    |                     |     |                  |     |             |     |                 |     |                           |     |
| TOTAL POINTS       |                     | 468 |                  | 533 |             | 496 |                 | 396 |                           | 442 |

**\*\*All scoring sheets are available for public inspection upon request  
7/24/2020 Bid Selection Committee Meeting - Virtual**

# Tabulation Sheet

**Agency Name** Village of Palm Springs

**Bid Number** RFP-2020R-001-0-2020/KW

**Bid Name** Palm Springs CRA Community Redevelopment Plan Modification & Economic Development Strategic Plan

**Bid Due Date** 6/5/2020 2:00:00 PM

**Bid Opening** **Closed**

5 responses found.  online,  offline,  not submitting,  not received

|          | Company                          | Responded  | Address                                                     | Bid Amount  | Alt Bid Amount | Documents | Sent                                                                                |
|----------|----------------------------------|------------|-------------------------------------------------------------|-------------|----------------|-----------|-------------------------------------------------------------------------------------|
| Complete |                                  |            |                                                             |             |                |           |                                                                                     |
| 1 .      | KCI Technologies, Inc.           | 06/05/2020 | 936 Ridgebrook Road,<br>, Sparks, MD, 21152                 | \$59000.00  |                | Proposal  |  |
| 2 .      | Kimley-Horn and Associates, Inc. | 06/05/2020 | 1615 South Congress Avenue,<br>Suite 201, Delray, FL, 33445 | \$135000.00 |                | Proposal  |  |
| 3 .      | Metro Analytics                  | 06/04/2020 | 1435 N Easthills Cir,<br>, Bountiful, UT, 84010             | \$59996.00  |                | Proposal  |  |
| 4 .      | The Corradino Group, Inc.        | 06/08/2020 | 4055 NW 97 Avenue,<br>#200, Miami, FL, 33178                | \$60000.00  |                | Proposal  |  |
| 5 .      | Willdan Financial Services       | 06/05/2020 | 200 South Orange, Suite 1550,<br>, Orlando, CA, 32801       | \$59590.00  |                | Proposal  |  |

**REQUEST FOR PROPOSALS  
RFP # 2020R-001**

**PALM SPRINGS CRA  
COMMUNITY REDEVELOPMENT PLAN  
MODIFICATION  
&  
ECONOMIC DEVELOPMENT  
STRATEGIC PLAN**



**226 Cypress Lane  
Palm Springs, FL 33461**



**Village of Palm Springs**  
**REQUEST FOR PROPOSALS (RFP #2020R-001)**  
**PALM SPRINGS CRA COMMUNITY REDEVELOPMENT PLAN MODIFICATION &**  
**ECONOMIC DEVELOPMENT STRATEGIC PLAN**

The Village of Palm Springs is seeking responses from qualified and experienced firms to provide professional services related to the modification of the Palm Springs CRA Community Redevelopment Plan and the preparation of an Economic Development Strategic Plan.

Request for Proposal documents are available beginning May 7, 2020. The Village of Palm Springs utilizes electronic online services for notification, distribution and submittal of its Solicitation documents. The Village's Solicitation information can be obtained from: (a) Demandstar website – [www.Demandstar.com](http://www.Demandstar.com); (b) contact the Village Clerk, Kimberly Wynn, at [kwynn@vpsfl.org](mailto:kwynn@vpsfl.org); (c) call the Village Clerk's office at (561) 965-4010. Sealed Proposals must be received by the Village Clerk at 226 Cypress Lane, Palm Springs, Florida 33461, before the deadline on **Friday, June 5, 2020, at 4:00 P.M., EST**. Late proposals will not be accepted, whether by mail or otherwise. Proposals will be returned unopened.

Proposers shall submit a response electronically via DemandStar. Proposers also have the option of submitting one (1) unbound original, six (6) bound copies and one (1) electronic version of the response on a CD or USB thumb-drive to the Village Clerk at the time and date specified.

It is the responsibility of the Proposer to ensure all pages are included in the submission. All Proposers are advised to closely examine the request for Proposals documents. Sealed Proposals must be clearly marked **"RFP #2020R-001, PALM SPRINGS CRA COMMUNITY REDEVELOPMENT PLAN MODIFICATION & ECONOMIC DEVELOPMENT STRATEGIC PLAN"**. Any questions regarding the completeness or substance of the Request for Proposals documents or the scope of services must be submitted in writing via email to Kimberly Wynn, Village Clerk, [kwynn@vpsfl.org](mailto:kwynn@vpsfl.org).

**Deadline to Submit Questions:** Questions must be submitted in writing to the Village Clerk, Kimberly Wynn at [kwynn@vpsfl.org](mailto:kwynn@vpsfl.org) no later than the deadline on **Friday, May 22, 2020, at 4:00 PM, EST**.

After receiving all proposals, a virtual meeting will be scheduled for the Village's Selection Committee to review and discuss the rankings of the respondents. The Proposers and the public will have an opportunity to join remotely. The Physical Point of Access is Village Hall at 226 Cypress Lane, Palm Springs, FL 33461.

*Pursuant to Executive Order No. 20-69, issued by the Office of Governor Ron Desantis on March 20, 2020, the Village of Palm Springs will be utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statute to conduct public meetings*

The Village reserves the right to accept or reject any or all Proposals, in whole or in part, with or without cause, to waive any irregularities and/or technicalities, and to award the contract on such coverage and terms it deems will best serve the interests of the Village.

Kimberly Wynn, Village Clerk  
Village of Palm Springs  
Publish: Lake Worth Herald and Demand Star  
May 7, 2020  
Publish: Lake Worth Herald and Demand Star

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## **I. GENERAL INFORMATION and PURPOSE**

### **1.1 PURPOSE**

The Village of Palm Springs (hereinafter referred to as the Village) seeks the submittal of proposals from qualified and experienced firms who are interested in providing professional services related to the evaluation and modification of the Palm Springs CRA Community Redevelopment Plan and the preparation of an Economic Development Strategic Plan for the CRA.

### **1.2 BACKGROUND**

The Village of Palm Springs, established in 1957, is the 12<sup>th</sup> largest city in Palm Beach County with a population of approximately 24,000 residents. Situated in the heart of Palm Beach County, the Village offers a small town feel with an incredible sense of community within one of the state's largest urban environments.

Due to an aggressive annexation program, the Village grew between 1997 and 2019 to 2,712 acres (4.2 square miles). The annexations involved improved residential and commercial properties, with little vacant land. These properties, at the time of annexation, were characterized with the blighting conditions that have justified the need for a concentrated redevelopment effort.

The Village is centrally located within Palm Beach County's Urban Redevelopment Area (URA), which has been identified as a primary location for redevelopment and infill development by the Board of County Commissioners. Dating back to 2004, the Palm Beach County Board of County Commissioners has long recognized the economic challenges and development obstacles that exist on the Congress Avenue and Lake Worth Road corridors. With the adoption of the County's Infill and Redevelopment Study, the County identified three "priority redevelopment areas," including the Lake Worth Road Corridor, Congress Avenue Corridor, and Military Trail Corridor. The County concluded there was a need for an aggressive redevelopment strategy to overcome the areas' persistent problems with public safety, crime, vacancies, economic deterioration, and declining conditions. The County designated the area as a URA to help advance the identification of capital improvement needs, land development conflicts, and economic revitalization. Despite this County designation, the Congress Avenue and Lake Worth Road corridors have seen only limited investment, and many conditions remain unchanged. Infrastructure remains deficient; vacancies are high while rents and values are lower than other commercial corridors. A substantial number of properties are deteriorating, and public safety problems present a disproportionate demand on services. Over time, in partnership with Palm Beach County, the Village of Palm Springs has annexed numerous properties in this area to help the County accomplish its goals for the area. The establishment of a CRA, inclusive of the Congress Avenue District and Lake Worth Road District, is entirely consistent with this County finding and enables the Village to more directly address the long-standing redevelopment and economic challenges that have persisted in this area for decades.

On August 11, 2016, the Village Council held a workshop to discuss the creation of a Community Redevelopment Agency (CRA) within various locations of the Village to assist with funding needed infrastructure and safety improvements and to support incentives to promote economic development opportunities and improve the overall quality of life within the designated areas.

In order for the Village to exercise the community redevelopment authority that is granted within Chapter 163, Part III, Florida Statutes, a study or Finding of Necessity (FON) was completed for each of the two (2) identified

sub-areas or districts (Congress Avenue, generally north of Forest Hill Boulevard, and Lake Worth Road, between Military Trail and the E-4 Keller Canal). These studies were developed/supported with data and analysis and determined that existing conditions within the study areas are considered slum and/or blight. Such conditions include, but are not limited to, deteriorating structures, infrastructure deficiencies, traffic hazards, faulty lot layout or antiquated building density patterns leading to development hardships or underutilized properties, unsafe conditions, high vacancy rates and crime incidents or fire/emergency calls higher than the rest of the Village.

The CRA will assist the Village (and Palm Beach County) in accomplishing five (5) key goals within the proposed districts/communities:

- I. Improving Utilities and Infrastructure
- II. Expanding Job Development and Economic Growth
- III. Enhancing Public Safety
- IV. Increasing and Maintaining Workforce Housing
- V. Advancing the Partnership with Palm Beach County

The Village utilized a contracted planning agency, Treasure Coast Regional Planning Council, who prepared the FON's for each of the two (2) areas studied and it was determined that there was an existence of slum and/or blight within both areas as defined in Florida Statutes. In fact, the Village considered each of the fifteen (15) statutory criterion to determine slum and/or blight for the proposed districts and it was determined that both study areas contribute to the negative impacts on the public health, safety and welfare of the residents and business owners within the proposed districts and they do not contribute to the economic and social development of the communities.

To administer the activities and programs that can be offered within the redevelopment areas the Village adopted the Finding of Necessity reports for the two (2) proposed CRA district within the Village of Palm Springs on March 28, 2019. On September 16, 2019, the Palm Beach County Board of County Commissioners delegated the exercise of powers conferred by Chapter 163, Part III, F.S., to the Village Council of the Village of Palm Springs, with conditions that are outlined in an Interlocal Agreement between the County and Village. On November 14, 2019, the Village Council created a Community Redevelopment Agency with two districts (Congress Avenue and Lake Worth Road) via Ordinance No. 2019-19.

The Palm Springs CRA is approximately 512 acres in size (221 acres within the Congress Avenue district and 291 acres within the Lake Worth Road district) and about 18.8% of the Village's total acreage (2,712 acres) and is comprised of approximately 425 parcels.

The Palm Springs CRA Community Redevelopment Plan was adopted on December 3, 2019 in accordance with Chapter 163.360 and 163.362, Florida Statutes.

The CRA and Village Council desire to have modifications to the Community Redevelopment Plan, to incorporate economic and market analyses, additional stakeholders' input, and to refine strategies to promote reinvestment and revitalization within the community. Additionally, the Palm Springs CRA desires an Economic Development Strategic Plan.

### **1.3 SCOPE OF SERVICES**

All services must be performed in accordance with applicable Federal, State and Local regulations. Qualified firms must follow the Village of Palm Springs Standards and Specifications while performing these services.

Below is an outline of the general scope of work for desired modifications to the Community Redevelopment Plan and the preparation of an Economic Development Strategic Plan for the Palm Springs CRA. The tasks provided below are a generalization of the scope of work and not intended to be all inclusive. The Village is relying on the consultant(s) professional expertise in analyzing the components of the existing Community Redevelopment Plan, the blighting factors outlined in the Finding of Necessity Reports, the findings of the Fiscal and Economic Impact Analysis, as well as statutory requirements. The Village anticipates that the project might require multiple disciplines.

- A. Professional services to modify the Palm Springs CRA Community Redevelopment Plan, including the following:
- a) Review tax base and ownership data, property lines and right-of-way boundaries
  - b) Evaluate current land uses, future land use/zoning designations and recommend changes, if necessary, to facilitate redevelopment
  - c) Evaluate what makes the Palm Springs CRA unique and steps that the Village can take to preserve, nurture and promote these features
  - d) Interviews and public meetings with stakeholders and interested persons (minimum of two (2) public meetings)
  - e) Study shall provide qualitative and quantitative information to assess economic trends and forecasts, business development, transportation and infrastructure, the role of private property owners and local businesses, and other factors affecting the economic and cultural vitality of the two CRA sub-districts.
  - f) Review and analyze real estate market trends and property values
    - apply the same trend and value analysis methodology to the CRA area
    - provide projections for TIF revenues within the CRA area
  - g) Evaluate vacant and underutilized properties within the CRA and determine a strategy for encouraging and facilitating (re)development or revitalization
  - h) Evaluate existing infrastructure, and assess opportunities and constraints to complete capital projects
  - i) Review Lake Worth Road Multimodal Corridor Study, as well as FDOT RRR Report, and determine strategies to complement road project to fulfill objectives for complete streets/multi-modal corridor
  - j) Synthesize relevant information and prepare an Opportunities and Constraints analysis
  - k) Development of a vision and goals, objectives and policies to support the elimination of the blighting conditions outlined in the Finding of Necessities Reports and to support economic development and job creation
  - l) Development of action-oriented strategies that encourage private investment in revitalization of the Congress Avenue and Lake Worth Road districts while maximizing the return on public investment



- m) Identify strategies to work with Palm Beach County and other local government agencies to complete requisite capital projects
  - n) Identify various grant opportunities to support capital projects
  - o) Review of other Florida cities' CRA grant programs, as well as those of Palm Beach County and the State of Florida, and recommendations for inclusion/adoption, which might include business incentives or financial assistance in response to economic impact from storm events, pandemic or other hazards
  - p) Review of other Florida cities' economic development incentives, as well as those of Palm Beach County and the State of Florida, and recommendations for inclusion/adoption, including those that might require a Village Charter amendment [other considerations might include authorization for Quick Strike Team, separate funding reserve for economic development, funding for QTI projects, etc.]
  - q) Include recommendations for the use of public resources within the CRA, which may include recommendations regarding the acquisition and disposition of land in the area
  - r) Propose a general 10-year work program and timeframe within which public and private resources may be used to accomplish redevelopment activities
  - s) Development of five-year capital and operating budgets with identification of potential funding sources (requires estimation of infrastructure improvement costs)
  - t) outline and coordinate regulatory process required to complete update and/or modification of the Palm Springs CRA Community Redevelopment Plan:
    - Citizen Participation Process
    - Notification requirements to Taxing Authorities, Agencies and Counties, as required by Chapter 163 Part III, Florida Statute.
    - Public hearings
    - Coordination with the Village CRA board, Local Planning Agency, Village Council, various Village Departments and stakeholders
- B. Professional services to prepare an Economic Development Strategic Plan, including but not limited to the following:
- a) Yearly trend analysis and projections of demographic and socioeconomic data (population, median age, race/ethnicity, household and family size/income), labor force characteristics, sales tax revenue, traffic counts and other key economic data for the Village in total and segregated by the two CRA districts
  - b) Assessment of current economic market and climate. Market segmentation, trends and outlook of the Village's retail/commercial, industrial/manufacturing, hospitality and office sectors segregated by class rating types (current/trending inventory, average rents, vacancy rates, pipeline of new projects, demand and supply) in comparison to County and neighboring cities
  - c) Summary of current local business composition and employment segregated by sector, number of establishments, unemployment, payroll, average/median wages for the entire Village and segregated by each CRA district with forecasts
  - d) Assess and produce inventory of public/private local, state and federal resource programs that could assist with the implementation of the Strategic Plan
  - e) Conduct a strengths, weaknesses, opportunities and constraints (SWOC) analysis including areas to leverage for future development, developable nodes/parcels, recommended development focus
  - f) Report on economic trends, projected areas of growth and the regional context including target industries/principal land uses, economic strategies and policies.
  - g) Study will identify and analyze the CRA's market potential for future/new businesses; infrastructure, opportunities, and activities (including public and private projects) that would draw new commerce, creation and expansion of the daytime and evening economy, residents and visitors; and recommendations for implementation of the findings of the study.
  - h) Development of a business strategy plan to project future business development potential and include

the optimal mix of business types for the Congress Avenue and Lake Worth Road sub-districts' current economic market and climate including the potential for an evening economy and how that relatively non-existent sector would be driven.

- i) Preparation of a locally based Economic Development Strategy, with a clear five (5) year and ten (10) year implementation plan(s) with policies, projects and programs, medium-and long-term prioritization for taking advantage of the opportunities and solving economic development challenges of the area including staffing/budget considerations

#### **1.4 WORK PRODUCTS REQUIRED**

- a) Monthly Progress Reports
- b) Community Redevelopment Plan, with supporting documents, including maps and graphics, that:
  - a. Convey an understanding of the dynamics of the area including its demographics and unique features;
  - b. Address specific relevant issues such as vacancies; private projects and investment, transportation and infrastructure, and the impact of existing and future development outside of the CRA;
  - c. Demonstrate and respond to the economic and cultural potential for the CRA's two districts to thrive as two distinct yet fully purposed and productive areas of the Village;
  - d. Support and provide strategies for business expansion and recruitment efforts specific to the Congress Avenue and Lake Worth Road districts;
  - e. Identify potential design improvements/enhancements for the CRA;
  - f. Include specific methods on how to implement the recommendations of the study, including estimated budget associated with the implementation process.
- c) Economic Development Strategic Plan, with supporting documents, that:
  - a. Documents economic development trends and issues
  - b. Gathers vital business statistics in the Village and Palm Beach County
  - c. Develops and recommends implementable strategies that will stimulate economic growth, recruitment and retention of businesses, and support the creation of full-time permanent jobs
  - d. Recommend specific tools that can be utilized to implement identified economic development strategies (an economic development toolbox)
- d) Provide drafts:
  - i. Draft for stakeholder and community input
  - ii. Revised draft for Local Planning Agency consideration
  - iii. Revised draft, if necessary, for CRA Board consideration
  - iv. Revised draft, if necessary, for Village Council consideration
- e) After adoption, finalization of a "camera ready" Plan for reproduction, as well as an electronic version of the plans in ADA-compliant format for posting on the CRA website
- f) Preliminary Land Use Plan and Strategy
- g) Recommended Comprehensive Plan Amendments
- h) Recommended five-year capital and operating budgets with identification of potential funding sources for Palm Springs CRA (may include recommendations for Village capital budget also)

### **1.5 PERFORMANCE SCHEDULE**

The Village requires the Consultant to be responsive and timely in the performance of the work and responding to general phone calls and emails from Village project managers.

The performance schedule required from the Consultant will be defined in the Agreement for Professional Services, however, it is anticipated that the modified CRA Community Redevelopment Plan and the new Economic Development Strategic Plan will be completed and adopted within nine months from the execution of this agreement.

### **1.6 NO ORAL INTERPRETATIONS OF THE RFP**

No Person is authorized to give oral interpretations of, or make oral changes to, this Request for Proposals. Therefore, oral statements about the RFP by the Village's representatives will not be binding on the Village and should not be relied upon by a Proposer. Any interpretation of, or change to, this RFP will be made in the form of a written addendum to the RFP. Any addendum to this RFP will be posted on the Village's website and on DemandStar. A Proposer can only rely upon those interpretations of, or changes to, this RFP that are issued by the Village in an addendum. By submitting a proposal, a Proposer certifies that its proposal is made without reliance on any oral representation by the Village, its agents, or employees.

### **1.7 REVIEWING THE RFP AND ADDENDA**

Each Proposer should closely examine all the documents and requirements in this RFP. It is the sole responsibility of the Proposer to ensure that he or she has received and understands all the pages of the RFP. In accordance with the provisions of the American with Disabilities Act, this RFP may be requested in an alternate format.

No later than **4:00 PM on Friday, June 5, 2020**, each Proposer shall deliver to the Village all the Proposer's questions concerning the intent, meaning and interpretation of this RFP. Each Proposer shall be deemed to have waived all questions that are not submitted to the Village in compliance with this Section. A Proposer's questions may be delivered to the Village by hand, mail or e-mail but all such submittals shall be submitted by the date outlined above and in writing and addressed to:

Village of Palm Springs  
Kimberly Wynn, Village Clerk  
226 Cypress Lane  
Palm Springs, FL 33461  
[kwynn@vpsfl.org](mailto:kwynn@vpsfl.org)

If revisions to this RFP become necessary, the Village will issue written addenda. All addenda must be acknowledged by each Proposer. A proposal may be rejected as non-responsive if the Proposer fails to submit an "Acknowledgement of Addendum" form with its proposal. Addenda may be downloaded from the Demand Star website at [www.demandstar.com](http://www.demandstar.com). The Village provides this website as a courtesy only and assumes no responsibility for errors or omissions that may affect a proposal submitted in response to this RFP.



## **1.8 SCHEDULE AND DEADLINES FOR THE RFP**

A summary schedule of the major activities associated with this RFP is presented below. The Village, in its sole discretion, may modify the schedule as the Village deems appropriate. The Village will provide notification of any changes to the schedule by issuing written addenda.

The following is an estimated schedule to be followed for this RFP:

|                                         |                        |
|-----------------------------------------|------------------------|
| Issuance of RFP Package                 | May 7, 2020            |
| Deadline for Written Questions          | May 22, 2020 - 4:00 PM |
| Final date for addendums                | May 29, 2020 - 4:00 PM |
| Due Date                                | June 5, 2020 – 4:00 PM |
| Consideration/ Award by Village Council | July 9, 2020 – 6:30 PM |

### **1.9 AWARD OF THE CONTRACT BY VILLAGE COUNCIL**

As soon as practicable after the Selection Committee, if appointed, completes its assessment of the proposals, the Selection Committee's recommendation shall be presented to the Village Council at a duly noticed public meeting. It is anticipated that the Village Council will award the RFP to the Proposer that submits the best overall proposal, based on the Village Council's determination of the Village's best interests and the best overall value for the Village. The Village Council shall have the exclusive authority to select the best overall proposal and make any determinations concerning the responsiveness of the Proposers, the value of their proposals, the Proposer's respective abilities to satisfactorily perform the work specified in the Village's RFP, and all other related matters. After the Village Council selects the successful Proposer, the successful Proposer and the Village shall execute the Agreement for Professional Services.

### **1.10 FEE AND PAYMENT**

The Consultant will be responsible for the preparation of a project schedule, which shows a breakdown of all tasks to be performed, and their relationship in achieving the completion of each phase of the services. The schedule will include a Gantt Chart identifying the critical path, progress of each task and milestones. If both parties agree on the proposed schedule, a final schedule will be submitted within ten (10) working days of the notice to proceed on all assignments. The billing of services will include a progress update report, a revised schedule showing current percent complete by task/phase and a detailed invoice showing billings per task/phase outlined in the approved WA.

If Village staff request a change of scope, the Consultant shall notify the Village within ten (10) working days of the change and the associated cost impact. The Consultant will not proceed with additional services until receiving written approval from Village.

### **1.11 LEGAL REQUIREMENTS**

Each Proposer must comply with all federal, state, and local laws, ordinances, rules and regulations that are applicable to this RFP and the work to be performed under the Agreement for Professional Services. The Proposer's lack of knowledge about the Applicable Law shall not be grounds for relief from such laws or constitute a defense against the enforcement of such laws.

By submitting a proposal in response to this RFP, the Proposer represents that the Proposer is familiar with all federal, state, and local laws, ordinances, rules and regulations that are applicable to the services required under this RFP. If a Proposer discovers any provision in this RFP that is contrary to or inconsistent with any law, ordinance, rule, or regulation, the Proposer shall promptly report it to the Village Clerk.

### **1.12 LITIGATION CONCERNING THE RFP AND AGREEMENT**

By submitting a proposal, the Proposer agrees that: (a) any and all legal actions necessary to interpret or enforce this RFP or the Agreement shall be governed by the laws of the State of Florida; and (b) the exclusive venue for any litigation concerning this RFP or the Agreement shall be the state and federal courts in and for Palm Beach County, Florida.

### **1.13 PUBLIC RECORDS**

Any material submitted in response to this RFP will become a public record and shall be subject to public disclosure consistent with the Florida Public Records Law (Part 119, Florida Statutes), except as may be provided by the Public

Records Law or other applicable state or federal law. If a Proposer contends that part of its proposal is not subject to disclosure, the Proposer shall identify specifically any information contained in the proposal that the Proposer considers confidential or otherwise exempt from disclosure under the Public Records Law, and the Proposer shall cite the specific section of the law creating the exemption for such information. The Village reserves its right to make all determinations concerning the applicability of the Florida Public Records Law to any documents submitted in response to this RFP. The Village shall have no liability to a Proposer for the public disclosure of any material submitted to the Village in response to this RFP.

#### **1.14 DRUG-FREE WORKPLACE**

Preference shall be given to a business with a Drug-Free Workplace (DFW) program. Whenever the Village receives two or more proposals that are equal with respect to price, quality, and service, the Village may give preference to a proposal received from a business that completes the attached DFW form, and certifies it is a DFW.

#### **1.15 CONE OF SILENCE**

See Section 58-5 of the Village Code.



#### **1.16 LOBBYING**

All Proposers are advised that the Village falls under the Palm Beach County Lobbyist Registration Ordinance and all Proposers must comply with that ordinance. Any violation of this requirement may cause the Proposer to be disqualified and prohibited from participating further in the RFP process.

#### **1.17 PROHIBITION ON SCRUTINIZED COMPANIES**

- A. Proposer certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List and are not engaged in the boycott of Israel. Pursuant to section 287.135, Florida Statutes, the Village may immediately terminate this Agreement at its sole option if the Proposer or any of its subcontractors are found to have submitted a false certification; or if the Proposer or any of its subcontractors, are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of this Agreement.
- B. If this Agreement is for one million dollars or more, the Proposer certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged in business operations in Cuba or Syria as identified in Section 287.135, Florida Statutes. Pursuant to Section 287.135, the Village may immediately terminate this Agreement at its sole option if the Proposer, or any of its subcontractors are found to have submitted a false certification; or if the Proposer or any of its subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or are or have been engaged with business operations in Cuba or Syria during the term of this Agreement .
- C. The Proposer agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.
- D. The Proposer agrees that the certifications in this section shall be effective and relied upon by the Village for the term of this Agreement, including all renewals.
- E. The Proposer agrees that if it or any of its subcontractors' status changes regarding any certification herein, the Proposer shall immediately notify the Village of the same.
- F. As provided in Subsection 287.135(8), Florida Statutes, if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

#### **1.18 COST OF PROPOSAL PREPARATION**

The Proposer assumes all risks and expenses associated with the preparation and submittal of a proposal in response to this RFP. The Village shall not be liable for any expenses incurred by the Proposer when responding to this RFP, including but not limited to the cost of making presentations to the Village.

#### **1.19 INSPECTOR GENERAL**

In accordance with Palm Beach County ordinance number 2011-009, any resulting contract with the selected firm may be subject to investigation and/or audit by the Palm Beach County Inspector General. Proposers should

review such ordinance in order to be aware of its rights and/or obligations under such ordinance and as applicable.

#### **1.20 PROTEST PROCEDURES**

See Section 58-6 of the Village Code.

#### **1.21 NON-COLLUSION**

Proposer certifies that this proposal is made without prior understanding, agreement, or connection with any individual, firm, partnership, corporation or other entity submitting a proposal for the same materials, services, supplies, or equipment and is in all respects fair and without collusion or fraud. No premiums, rebates, or gratuities are permitted with, prior to, or after any delivery of material or provisions of services. Any violation of this provision may result in contract cancellation, return of materials or discontinuation of services, and the possible inability of Proposer to bid on future projects.

#### **1.22 CODE OF ETHICS**

If any Proposer violates or is a party to a violation of the Code of Ethics of the Village, Palm Beach County, and/or of the State of Florida with respect to this proposal, such Proposer may be disqualified from performing the work described in this RFP or from furnishing the goods or services for which this RFP is submitted and may be further disqualified from bidding on any future RFP's for work or for goods or services for the Village.

#### **1.23 CONFLICT OF INTEREST**

The award is subject to all applicable conflict of interest provisions found in the policies or Code of Ordinances of the Village, the Palm Beach County Code of Ethics, and found in the Florida Statutes. All Proposers must complete the Conflict of Interest Form attached hereto.

### **II. SUBMITTAL INFORMATION**

Proposals may be submitted via hand-delivery, mail, or e-bid ([www.demandstar.com](http://www.demandstar.com)).

- **Hand Delivery or Mail:**

One (1) electronic copy (on a CD or Flash Drive) of the Proposals must be submitted in a sealed envelope. Sealed Proposals must be clearly marked "**RFP #2020R-001, PALM SPRINGS CRA COMMUNITY REDEVELOPMENT PLAN MODIFICATION & ECONOMIC DEVELOPMENT STRATEGIC PLAN**" and delivered to the Village Clerk at 226 Cypress Lane, Palm Springs, Florida 33461. The Village cautions Proposer to assure actual delivery of mailed or hand delivered proposals directly to Village Hall (Attn: Village Clerk's Office), 226 Cypress Lane, Palm Springs, FL 33461. The RFP is designed to provide the necessary information about your firm. Qualification Packages shall be submitted in a sealed envelope labeled with the Proposer's name, contact information, and the Request for Proposal (RFP) Number. The original and each copy shall be identified as follows: RFP Number, RFP Name, Due Date/Time.

**2.1** Qualification Packages shall be submitted on 8½" by 11" paper, neatly typed, with normal margins and spacing. One (1) unbound original, six (6) bound copies and a .pdf copy on a CD or USB thumb-drive.

- 2.2** Responses to the RFP must be signed in ink by an authorized officer of the proposing firm, who is legally authorized to enter a contractual relationship in the name of the Proposer. The submittal of a Statement of Qualifications by the Proposer will be considered by the Village as constituting an Offer by the Proposer to perform the required services.
- 2.3** One original, six (6) copies, and a .pdf copy on a CD or thumb drive of the Qualification Package must be received in the office of the Village Clerk, Village Hall, 226 Cypress Lane, Palm Springs, FL 33461, no later than by than **4:00 PM EST time on Friday, June 5, 2020**, at which time a list of respondents will be made public.
- 2.4** In accordance with the American with Disabilities Act (ADA), this document may be requested in an alternate format.
- **E-Bidding (via DemandStar) [www.demandstar.com](http://www.demandstar.com)**  
Upload one (1) electronic copy (single file) in PDF format to DemandStar. E-bidding through the online bidding site shall be accepted in lieu of a sealed bid as outlined above. The Village shall not be responsible for nor accept proposal not properly uploaded by the proposal due date and time.  
**Proposals received by fax or e-mail will NOT be accepted.**

### **III. EVALUATION AND SCORING**

The selection process consists of evaluation and scoring by the Selection Committee, as appointed by the Village Manager. In the event there is only one responsive responsible response a selection committee shall not be required to be appointed. Each category will be scored and when the scores awarded for all categories are totaled, the scores will be tabulated and added to achieve the Total Points awarded to each firm. Both criteria will be used to rank each firm 1,2,3,4, etc. The ranking of each firm will be tabulated from each Committee Member and combined with other Committee Members to determine the total score for the firm.

The Evaluation Criteria is made up of the categories below that collectively represent a Total Point Value of 100 points, as described herein. The points indicated below as "Points Possible" are the maximum that can be allocated for each category. The point value shall be the basis of establishing a ranking of RFP submittals.

- 1. Qualifications of Team:** Scoring will be based on the qualifications and relevant experience of the project manager, key personnel and consultants proposed for the project. This includes relevant knowledge and experience on similar projects that will translate into the successful execution of the project.
- 2. Experience and Expertise:** Teams will be evaluated based on their recent experience on similar projects, how the projects translate to success on this project, quality of those projects, maintenance of the schedule, construction change orders due to design deficiencies, problems encountered and the means to solve them.
- 3. Project Delivery and Approach:** Scoring for this category will consider the team organization, understanding of the Village's needs and challenges, the project management and communication plan, ability to meet budget and provide services in a timely manner, and how quality and accuracy are ensured. Include a detailed time schedule for start and completion of project.



- 4. Firm's Resources, Personnel Availability and Commitment:** The firm shall demonstrate a commitment to ensuring the Village's interests are met by completing projects on time and within budget. Firm must also demonstrate flexibility to complete projects per the Village's specifications.
- 5. Fees for Professional Services.** Provide a detailed itemization of cost of services. The proposal should provide the total, all inclusive, maximum fees for this project. The fee should include all direct and indirect costs including out of pocket expenses. If additional work is requested outside the Scope of Services of this project, the Village reserves the right to negotiate a fixed fee for such services.
- 6. References:** References will be evaluated based on their ratings, how relevant the project is to this RFP, and specific comments provided by thereferences.

Failure to respond to all the items listed above may result in a lower overall score and may hinder your chances of being selected.

| EVALUATION CATEGORIES |                                                         | POINTS POSSIBLE |
|-----------------------|---------------------------------------------------------|-----------------|
| 1.                    | Qualifications of Team                                  | 15              |
| 2                     | Experience and Expertise                                | 20              |
| 3.                    | Project Delivery and Approach                           | 15              |
| 4.                    | Firm's Resources, Personnel Availability and Commitment | 15              |
| 5.                    | Fees for Professional Services                          | 25              |
| 6.                    | References                                              | 10              |
| TOTAL OF POINTS       |                                                         | 100 POINTS      |

Each Committee member will award points according to the evaluation criteria. The points indicated as Points Possible are the maximum that may be awarded for each Category. The points awarded for each Category will be totaled to achieve the Total Points awarded to each Proposer. The Proposer with the greatest cumulative of Total Points will be ranked 1, the next greatest total ranked 2, etc.

In the event a tie occurs for the top-ranking position, the selection committee will rescore using the following method. The tie firms will be individually re-ranked (1,2 etc.) based on the total of points awarded by each committee member through the rescoring process. The Proposer with the highest grand total of points by the committee, through rescoring, will become the #1 ranked Proposer.

At the sole determination of the Selection Committee firms may be requested to make a presentation of their proposal. This will provide an opportunity to clarify or elaborate on the proposal, but will not, in any way provide an opportunity to change any items in the original proposal. The Selection Committee may request such presentations prior to ranking or depending on the number of proposals received, the Selection Committee may rank the proposals and then request presentations of the highest ranked firms. If the proposals were first ranked and then presentations were made, the Selection Committee shall then be allowed to re-rank the proposals based on the same original ranking criteria and the final ranking shall be forwarded to the Village Council.

If you have any questions concerning the Qualification Package or these instructions, please submit your questions in writing or email only to Village Clerk, 226 Cypress Lane, Palm Springs, Florida, 33461. Email [kwynn@vpsfl.org](mailto:kwynn@vpsfl.org).

#### **IV. QUALIFICATION PACKAGE**

- 4.1** Submit this portion of the Request for Proposals as your firm's Qualification Package. Complete the following information exactly as shown including numbering and tabbing sections. This information is vital for the Village to rate your firm, as your evaluation and ranking will be based on the information supplied below along with any other information required by or known to the Village.
- 4.2** The Proposer acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by the Village in awarding the contract and such information is warranted by Proposed to be true. The discovery of any omission or misstatement that materially affects the Proposer's qualifications to perform under the contract shall cause the Village to reject the Proposals Package, and if after the award, to cancel and terminate the award and/or contract.
- 4.3** Each submittal must include the attached checklist labeled "Exhibit A." This checklist must appear immediately after the cover letter. To ensure that all submittals can be evaluated on an equitable basis, the RFP requires each respondent to provide the requested information in a prescribed format and organization that excludes supplemental materials. Any supplemental information included with the response must appear after the required materials and tabbed "Additional RFP Information," or under separate cover. The submittal package should be organized as listed below with one tab for each item.

The Qualification Package must be organized in the following manner:

**Tab#1      Cover Letter, Checklist, & Acknowledgement of Addenda**

- 1.1      Please address firm's history, resources, personnel availability and commitment in cover letter.
- 1.2      Checklist (Exhibit A)
- 1.3      Acknowledgment of Addenda# (Exhibit B)
- 1.4      Qualification Submittal Signature Page (Exhibit C)

**Tab#2      Consultant Profile**

- 2.1      If a corporation, complete the following:
  - 2.1.1      Firm name, address and phone number: (specify if different than parent company)
  - 2.1.2      Address of proposed office in charge (including Phone No. And Fax No., email address)
  - 2.1.3      Type of firm: corporation, individual, other; If corporation, complete the following:
  - 2.1.4      Date incorporated
  - 2.1.5      State of incorporation Date authorized to do business in Florida
  - 2.1.6      President, Vice President, Secretary
  - 2.1.7      Federal Employers Identification Number
- 2.2      If partnership, complete the following:
  - 2.2.1      Firm name, address and phone number: (specify if different than parent company)
  - 2.2.2      Address of proposed office in charge (including Phone No. And Fax No., email address)
  - 2.2.3      Date organized, Type: General, Limited
  - 2.2.4      Names and addresses of Partners
  - 2.2.5      Federal Employers Identification Number
- 2.3      List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past ten (10) years. Include in the description the disposition of each such petition.
- 2.4      List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last ten (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.
- 2.5      List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.



2.6 Has the Proposer, its principals, officers or predecessor organization(s) ever been CONVICTED of a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details. Please note number

2.6.1 Public Entity Crimes: Pursuant to F.S. 287.133 as amended: a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Proposal on a Contract to provide any goods or services to a public entity, may not submit a Proposal on a Contract with a public entity for the construction or repair of a public building or public work, may not submit qualifications on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in F.S. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

### **Tab#3 Experience and Expertise**

3.1 List projects completed and/or ongoing, specific and comparable, to this project.

Indicate:

- o Client Name, contact person and title, address, telephone number and fax number
- o Description of the project including project starting and ending dates.
- o Principal/Project Manager in Charge, licensing/ certifications, various team positions, whether team member is still with the firm
- o Whether your firm was the primary or subcontractor
- o Consultant cost
- o Change orders issued with explanation of same
- o Problems encountered and the means to solve them
- o Status of this redevelopment plan

3.2 Include firm's overall experience specific to this Request for Proposals, including public involvement, and size/scale of geographic areas of previous projects.

### **Tab#4 Key Proposed Project Team Personnel**

4.1. Firm/Team Organizational Chart

4.2. Indicate the proposed project team key personnel for the applicant, consultants, and/or professional/technical staff. For everyone listed, show discipline(s) of licensure/training

4.3. Include resumes for all key proposed project team personnel that identifies pertinent experience and expertise relative to this project.

**Tab#5****Project Delivery and Approach:**

- 5.1 Describe the project delivery plan for the project including the communication plan, how project will be managed to meet schedule and budget requirements.
- 5.2 Include a detailed time schedule for start and completion of project.
- 5.3 Include any innovative approaches to providing the described services.

- 5.4 Describe / demonstrate team's understanding of the Village's needs and challenges

**Tab#6           References**

- 6.1 Submit a completed Project Specific Reference form (Exhibit D) for projects that are listed in Tab #4. References must be for specific/similar projects, a minimum of three (3) references are required.

**Tab#7           Fees for Professional Services**

**Tab#8           Attachments**

- 8.1 As might be applicable, attach a copy of the current Florida Department of Business & Professional Regulation License(s) / registration with the appropriate Board(s) for your firm and each of the license numbers listed in Tab #3 and Tab#5.
- 8.2 Submit your State of Florida proof of incorporation
- 8.3 If not a corporation, submit a copy of your State of Florida Division of Corporations form showing your State registration or your license if you are a sole proprietorship.
- 8.4 Conflict of Interest Disclosure Form (Exhibit E)
- 8.5 Notification of Public Entity Crimes Law (Exhibit F)
- 8.6 Drug Free Workplace (Exhibit G)
- 8.7 Non-Collusion Affidavit (Exhibit H)
- 8.8 Truth-In-Negotiation Certificate (Exhibit I)
- 8.9 W-9 Form

**Tab #9           Additional RFP Information**

**IV.     AWARD OF CONTRACT**

Based on final rankings resulting from the above described process, the Selection Committee will make a recommendation to the Village Council for the award of a contract. **It is anticipated that the Village will award a contract to one Proposer.**



## **EXHIBIT A- CONSULTANT CHECKLIST**

Note:

- 1) This Exhibit must be included in RFP immediately after the cover letter.
- 2) RFP Package must be put together in order of this checklist.
- 3) Any supplemental materials must appear after those listed below and tabbed "Additional RFP Information"

Cover Letter (Tab 1)

Copy of this Check List - Exhibit A (Tab 1) Acknowledgment of Addenda - Exhibit B (Tab 1) Qualification

Submittal Signature Page - Exhibit C (Tab 1) Consultant Profile (Tab 2)

Proposed Project Team Firms (Tab 3)

Specific Related Experience of the Firm (Tab 4) Key Proposed Project Team Personnel (Tab 5) Project Team Staffing Experience (Tab 5) Project Delivery and Approach (Tab 6) References - Exhibit D (Tab 7)

Conflict of Interest Disclosure Form - Exhibit E (Tab 8) Notification of Public Entity Crimes Law - Exhibit F (Tab 8) Drug-Free Workplace - Exhibit G (Tab 8)

Non-Collusion Affidavit - Exhibit H (Tab 8)

Truth-In-Negotiation Certificate - Exhibit I (Tab 8) W-9 Form (Tab 8)

**EXHIBIT B - ACKNOWLEDGEMENT OF ADDENDA**

INSTRUCTIONS: COMPLETE PART I OR PART 11, WHICHEVER APPLIES

---

**PART I:**

List below the dates of issue for each addendum received in connection with this Solicitation:

Addendum #1, Dated \_\_\_\_\_

Addendum #2, Dated \_\_\_\_\_

Addendum #3, Dated \_\_\_\_\_

Addendum #4, Dated \_\_\_\_\_

Addendum #5, Dated \_\_\_\_\_

Addendum #6, Dated \_\_\_\_\_

Addendum #7, Dated \_\_\_\_\_

Addendum #8, Dated \_\_\_\_\_

Addendum #9, Dated \_\_\_\_\_

Addendum #10, Dated \_\_\_\_\_

---

**PART II:**

\_\_\_\_\_ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS SOLICITATION

---

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title (Print or Type)

\_\_\_\_\_  
Date

### EXHIBIT C- QUALIFICATION SUBMITTAL SIGNATURE PAGE

By signing this Qualification, the Proposer certifies that it satisfies all legal requirements as an entity to do business with the Village, including all Conflict of Interest and Code of Ethics provisions.

Firm Name:

---

Street Address:

---

Mailing Address (if different from Street Address):

---

Telephone Number(s): \_\_\_\_\_

Fax Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Federal Employer Identification Number: \_\_\_\_\_

Prompt Payment Terms: \_\_ % \_\_ days' net. \_\_ days

Signature: \_\_\_\_\_

(Signature of authorized agent)

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By signing this document, the Proposer agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.



# EXHIBIT D - PROJECT SPECIFIC REFERENCE FORM

**Company under Review:** \_\_\_\_\_

**RFP Number & Title:** 2020R-001 CRA  
Community Redevelopment Plan  
Modification and Preparation of Economic  
Development Strategic Plan

**Reference:** \_\_\_\_\_  
(Name of Company giving Reference)

**Name/Title:** \_\_\_\_\_  
(Name and Title of person giving Reference)

**Project:** \_\_\_\_\_  
(Project for which references are being provided)

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_  
\_\_\_\_\_

**Project Manager:** \_\_\_\_\_

**Lead Professional:** \_\_\_\_\_

**Other Key Project Personnel:** \_\_\_\_\_

**Describe the scope of work of the contract awarded by your company/agency to this contractor:**

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

| No. | Questions                                                                                                                                         | Rating | Comments |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------|--------|----------|
| 1.  | Rate the level of commitment of the firm to your project. Did they devote the time and management staff necessary for successful and timely work? |        |          |
| 2.  | Rate the quality of customer service and the competence and accessibility of the personnel.                                                       |        |          |
| 3.  | Rate how well the firm listened and understood the project specific needs of your organization.                                                   |        |          |
| 4.  | Rate how well the firm met the major schedule milestones for the project.                                                                         |        |          |
| 5.  | Rate the firm's success at minimizing and controlling potential mistakes. Were there bid addendums, contract change orders, etc.                  |        |          |

|    |                                       |  |  |
|----|---------------------------------------|--|--|
| 6. | Rate the overall quality of the work. |  |  |
|----|---------------------------------------|--|--|

|    |                                                                                                                        |  |  |
|----|------------------------------------------------------------------------------------------------------------------------|--|--|
| 7. | <b>Rate the technical competence of the firm and its consultants.</b>                                                  |  |  |
| 8. | <b>Rate the integrity and professionalism of the firm.</b>                                                             |  |  |
| 9. | <b>If you have a similar contract to undertake in the future, would the firm be considered?</b><br><br>Yes          No |  |  |

Rating:          1=Poor          2=Fair    3=Average          4=Good          5=Excellent

---

Signature

Date



## EXHIBIT E - CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, *Florida Statutes*. All Proposers must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Village of Palm Springs.

Furthermore, all Proposers must disclose the name of any Village employee who owns, directly or indirectly, an interest of more than five percent (5%) in the Proposer's firm or any of its branches.

The purpose of this disclosure form is to give the Village the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Village duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

\_\_\_\_\_ To the best of our knowledge, the undersigned firm has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for this Proposal.

\_\_\_\_\_ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

Firm Name \_\_\_\_\_

Signature \_\_\_\_\_

Name and Title (Print or Type) \_\_\_\_\_

Date \_\_\_\_\_

## EXHIBIT F- NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, *Florida Statutes*, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-Proposer, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [\$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

---

Firm Name

---

Signature

---

Name and Title (Print or Type)

---

Date

## EXHIBIT G - DRUG-FREE WORKPLACE

\_\_\_\_\_ Is a drug-free workplace and has  
(Company Name)  
a substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Acknowledged by:

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title (Print or Type)

\_\_\_\_\_  
Date



**EXHIBIT H- NON-COLLUSION AFFIDAVIT**

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

Before me, the undersigned authority, personally appeared \_\_\_\_\_ who, after being by me first duly sworn, deposes and says of his/her personal knowledge that:

- a. He/She is \_\_\_\_\_ of \_\_\_\_\_ the Proposer that has submitted a Qualification to perform work for the following:

RFP No. 2020R- \_\_\_\_\_ Title: \_\_\_\_\_

- b. He/She is fully informed respecting the preparation and contents of the attached Request for Proposals, and of all pertinent circumstances respecting such Solicitation.
- c. Such Proposal is genuine and is not a collusive or sham Proposal.
- d. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Solicitation and contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm, or person to fix the price or prices in the attached Proposal or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Village or any person interested in the proposed contract.
- e. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

\_\_\_\_\_  
Signature

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

Sworn to (or affirmed) and subscribed before me by means of [ ] physical presence or [ ] online notarization, this \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by \_\_\_\_\_.

\_\_\_\_\_  
(Signature of Notary Public-State of Florida)

\_\_\_\_\_  
(Print, type, or stamp commissioned name of

Notary public)

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_

Type of Identification Produced: \_\_\_\_\_

## EXHIBIT I -TRUTH-IN-NEGOTIATION CERTIFICATE

The undersigned warrants:

- i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreement and
- ii) that it has not paid or agreed to pay any person, company, corporation, individual, or firm other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.

The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.

This document must be executed by a Corporate Officer.

Name:

---

Title:

---

Date:

---

Signature:

---

**EXHIBIT J - SCRUTINIZED COMPANIES CERTIFICATION FORM**

By execution below, I, \_\_\_\_\_, on behalf of \_\_\_\_\_  
(hereinafter, the "Contractor"), hereby swear or affirm to the following certifications:

The following certifications apply to all procurements:

1. The Contractor has reviewed section 215.4725, Florida Statutes, section 215.473, Florida Statutes and section 287.135, Florida Statutes, and understands the same.
2. The Contractor is not on the Scrutinized Companies that Boycott Israel List nor is the Contractor engaged in a boycott of Israel.
3. If awarded a contract, the Contractor agrees to require these certifications for applicable subcontracts entered for the performance of work/services under this procurement.
4. If awarded a contract, the Contractor agrees that the certifications in this section shall be effective and relied upon by the Village for the entire term of the contract, including all renewals.

If the contract awarded hereunder is for one million dollars or more, the following additional certifications apply:

1. The Contractor is not on the Scrutinized Companies with Activities in Sudan List.
2. The Contractor is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.
3. The Contractor is not engaged in business operations in Cuba or Syria.
5. If awarded a contract, the Contractor agrees to require these certifications for applicable subcontracts entered for the performance of work/services under this procurement.
6. If awarded a contract, the Contractor agrees that the certifications in this section shall be effective and relied upon by the Village for the entire term of the contract, including all renewals.

**CONTRACTOR:**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)

Sworn to (or affirmed) and subscribed before me by means of [ ] physical presence or [ ] online notarization, this \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by \_\_\_\_\_.

\_\_\_\_\_  
(Signature of Notary Public-State of Florida)

\_\_\_\_\_  
(Print, type, or stamp commissioned name of

Notary public)

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_

Type of Identification Produced: \_\_\_\_\_



## **AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT, made and entered into this\_ day of \_\_\_\_\_, 20\_\_,  
by and between the Village of Palm Springs, Florida, hereinafter referred to as "Village", and  
\_\_\_\_\_ hereinafter referred to as "Consultant".

WITNESSETH:

WHEREAS, the Village represents that it is a Florida municipal corporation with the authority to engage the Consultant and accept the obligation for payment for the services desired; and,

WHEREAS, the Village desires to engage the Consultant to perform those services set forth in the RFP and in accordance with this Agreement; and

WHEREAS, the Consultant shall provide those services as set forth in the RFP and in accordance with this Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual benefits which will accrue to the parties hereto in carrying out the terms of this Agreement, it is mutually understood and agreed as follows:

**SECTION 1: INCORPORATION OF RECITALS.** The foregoing Recitals are incorporated into this Agreement as true and correct statements.

**SECTION 2: CONSULTANT'S SERVICES.** The Consultant shall perform the services set forth in the RFP and as more specifically set forth in Sections 1.3 and 1.4 of the RFP.

**SECTION 3: INDEPENDENT CONTRACTOR RELATIONSHIP.** No relationship of employer or employee is created by this Agreement, it being understood that Consultant will act hereunder as an independent contractor and none of the Consultant's, officers, directors, employees, independent contractors, representatives or agents performing services for Consultant pursuant to this Agreement shall have any claim under this Agreement or otherwise against the Village for compensation of any kind under this Agreement. The relationship between the Village and Consultant is that of independent contractors, and neither shall be considered a joint venture, partner, employee, agent, representative or other relationship of the other for any purpose expressly or by implication.

**SECTION 4: TERM, TIME FOR COMPLETION AND TERMINATION.**

a. **Term.** The term of this Agreement shall commence upon the approval of this Agreement by the Village Council and shall be for the term necessary to complete all services as set forth in the RFP unless earlier terminated as stated herein. The term may be extended by written agreement of the parties for further services related to those services identified herein.

b. **Time for Completion.** Time is of the essence in the performance of this Agreement. The Consultant shall always carry out its duties and responsibilities as expeditiously as possible and in accordance with the project schedule set forth in Exhibit "A".

c. Force Majeure. Neither party hereto shall be liable for its failure to perform hereunder due to any circumstances beyond its reasonable control, such as acts of God, wars, riots, national emergencies, sabotage, strikes, labor disputes, accidents, and governmental laws, ordinances, rules, or regulations. The Consultant or Village may suspend its performance under this Agreement as a result of a force majeure without being in default of this Agreement, but upon the removal of such force majeure, the Consultant or Village shall resume its performance as soon as is reasonably possible. Upon the Consultant's request, the Village shall consider the facts and extent of any failure to perform the services and, if the Consultant's failure to perform was without its or its subconsultants' fault or negligence, the schedule and/or any other affected provision of this Agreement may be revised accordingly, subject to the Village's rights to change, terminate, or stop any or all of the services at any time. No extension shall be made for delay occurring more than seven (7) days before a notice of delay or claim therefore is made in writing to the Village. In the case of continuing cause of delay, only one (1) notice of delay or claim is necessary.

d. Termination without cause. Either party may terminate this Agreement at any time with or without cause by giving not less than ten (10) days written notice of termination.

e. Termination for cause. Either party may terminate this Agreement at any time if the other party engages in any act or makes any omission constituting a material breach of any term or condition of this Agreement. The party electing to terminate this Agreement shall provide the other party with written notice specifying the nature of the breach. The party receiving the notice shall then have three (3) business days from the date of the notice in which to remedy the breach. If such corrective action is not taken within three (3) business days, then this Agreement shall terminate at the end of the three (3) day period without further notice or demand.

f. Early Termination. If this Agreement is terminated before the completion of all services by either party, the Consultant shall:

- i. Stop services on the date and to the extent specified including without limitation services of any subconsultants.
- ii. Transfer all work in progress, completed work, and other materials related to the terminated services to the Village in the format acceptable to Village.
- iii. Continue and complete all parts of the services that have not been terminated.

g. Effect of Termination. Termination of this Agreement shall not affect any rights, obligations, and liabilities of the parties arising out of transactions which occurred prior to termination. Notwithstanding the foregoing, the parties acknowledge and agree that the Village is a municipal corporation and political subdivision of the state of Florida, and as such, this Agreement (and all Exhibits hereto) are subject to budgeting and appropriation by the Village of funds sufficient to pay the costs

associated herewith in any fiscal year of the Village . Notwithstanding anything in this Agreement to the contrary, in the event that no funds are appropriated or budgeted by the Village's governing board in any fiscal year to pay the costs associated with the Village's obligations under this Agreement, or in the event the funds budgeted or appropriated are, or are estimated by the Village to be, insufficient to pay the costs associated with the Village's obligations hereunder in any fiscal period, then the Village will notify Consultant of such occurrence and either the Village or Consultant may terminate this Agreement by notifying the other in writing, which notice shall specify a date of termination no earlier than twenty-four (24) hours after giving of such notice. Termination in accordance with the preceding sentence shall be without penalty or expense to the Village of any kind whatsoever; however, Village shall pay Consultant for all services performed under this Agreement through the date of termination.

#### **SECTION 5: COMPENSATION.**

1. **Payments.** The Village agrees to compensate a total lump sum amount which shall not exceed that amount set forth in Exhibit "A". The Village shall not reimburse the Consultant for any additional costs incurred as a direct or indirect result of the Consultant providing service to the Village under this Agreement and not set forth in Exhibit "A".
2. **Invoice.** The Consultant shall render an invoice to the Village for services upon completion of the services. The invoice will be reviewed, and if all services have been deemed acceptable, paid within thirty (30) days following the Village 's receipt of the Consultant 's invoice.

#### **SECTION 6: INSURANCE**

Without limiting any of the other obligations or liabilities of the Consultant, the Consultant shall , at his own expense, provide and maintain in force, until all of its services to be performed under this Agreement have been completed and accepted by the Village (or for such duration as it otherwise specified hereinafter), the following insurance coverages:

1. Worker's Compensation Insurance to apply to all the Consultant's employees in compliance with the "Worker's Compensation Law" of the State of Florida and all applicable Federal Laws.
  - a. Employer's Liability with limits of \$100,000 per person, \$500,000 per occurrence and \$100,000 per each disease.
2. Comprehensive General Liability with minimum limits of one million dollars (\$1,000,000.00) per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability Coverage must be afforded on a form no more restrictive than the latest edition of the Comprehensive General Liability policy, without restrictive endorsements other than ISO Endorsement GL 21 06 (Engineers, Architects, or Surveyors Professional Liability exclusion), as Filed by the Insurance Services Office and must include :
  - a. Premises and/or Operations
  - b. Independent Contractors
  - c. Products and Completed Operations - Consultants shall maintain in force until at least three years after completion of all services required under this Agreement, coverage for Products and Completed Operations, including Broad Form Property Damage.
  - d. Broad Form Property Damage



- e. Contractual Coverage applicable to this specific Agreement.
  - f. Personal Injury Coverage with minimum limits of coverage equal to those required for Bodily Injury Liability.
3. Business Automobile Liability with minimum limits of three hundred thousand dollars (\$300,000.00) per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Services Office and must include:
- a. Owned Vehicles
  - b. Hired and Non-Owned Vehicles
  - c. Employers' Non-Ownership
4. Professional Liability Insurance with minimum limits per occurrence of \$1,000,000.00. Coverage shall be afforded on a form acceptable to the Village. Consultant shall maintain such professional liability insurance until at least one year after a Certificate of Occupancy is issued. Consultant shall insure that sub-consultants used for any portion of the project, maintain adequate levels of Professional Liability Insurance.
5. Prior to commencement of services, the Consultant shall provide to the Village Certificates of Insurance evidencing the insurance coverage specified in the foregoing Paragraphs 1, 2, 3, 4. All policies covered within subparagraphs 1, 2, 3, 4, shall be endorsed to provide the Village with thirty (30) days' notice of cancellation and/or restriction. The Village shall be named as an additional insured as to Consultant's liability on policies referenced in subparagraphs 2. The required Certificates of Insurance shall not only name the types of policies provided, but also shall refer specifically to this Agreement and section and to the above paragraphs in accordance with which insurance is being furnished, and shall state that such insurance is as required by such paragraphs of this Agreement. The Consultant shall also make available to the Village a certified copy of the professional liability insurance policy required by paragraph 4 above for the Village's review. Upon request, the Consultant shall provide copies of all other insurance policies.
6. If the initial insurance policies required by this Agreement expire prior to the completion of the services, renewal Certificates of Insurance of policies shall be furnished thirty (30) days prior to the date of their expiration. For Notice of Cancellation and/or Restriction; the policies must be endorsed to provide the Village with thirty (30) 'days' notice of cancellation and/or restriction.
7. The Consultant's insurance, including that applicable to the Village as an Additional Insured, shall apply on a primary basis.

**SECTION 7: COMPLIANCE AND DISQUALIFICATION.** Each of the parties agrees to perform its responsibilities under this Agreement in conformance with all laws, regulations and administrative instructions that relate to the parties' performance of this Agreement.

**SECTION 8: ASSIGNMENT.** The Village and the Consultant each binds itself and its successors, legal representatives, and assigns to the other party to this Agreement and to the partners, successors, legal

representatives, and assigns of such other party, in respect to all covenants of this Agreement subject to budget considerations and requirements of law; and, neither the Village nor the Consultant will assign or transfer their interest in this Agreement without the written consent of the other.

**SECTION 9: EQUAL OPPORTUNITY EMPLOYEMENT.** Consultant agrees that it will not discriminate against any employee or applicant for employment for work under this Agreement because of race, color, religion, sex, age or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment advertising; lay-off or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth this non-discrimination clause. This provision applies to all Consultant's subcontractors and it is the responsibility of Consultant to ensure subcontractor's compliance.

**SECTION 10: PROHIBITION AGAINST CONTINGENT FEES.** The Consultant warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that he has not paid or agreed to pay any persons, company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant any fee, Council, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

**SECTION 11: INTEREST OF THE CONSULTANT.** The Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in any Project to which this Agreement pertains or any other interest which would conflict in any manner or degree with the performance of its services hereunder. The Consultant further covenants that in the performance of this Agreement, no person having such interest shall be employed.

**SECTION 12: COMPLIANCE WITH LAWS.** The Consultant shall comply with the applicable requirements of State and applicable County laws and all Codes and Ordinances of the Village as amended from time to time, and that exist at the time of building permit issuance.

**SECTION 13: WAIVER OF JURY TRIAL.** TO ENCOURAGE PROMPT AND EQUITABLE RESOLUTION OF ANY LITIGATION, EACH PARTY HEREBY WAIVES ITS RIGHTS TO A TRIAL BY JURY IN ANY LITIGATION RELATED TO THIS AGREEMENT.

**SECTION 14: ACCESS AND AUDITS.** The Consultant shall maintain adequate records to justify all payments made by the Village under this Agreement for at least three (3) years after completion of this Agreement and longer if required by applicable federal or state law. The Village shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the Consultant's place of business. In no circumstances will Consultant be required to disclose any confidential or proprietary information regarding its products and service costs.

**SECTION 15: NONDISCRIMINATION.** The Consultant warrants and represents that all its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, or sexual orientation.

**SECTION 16: AUTHORITY TO PRACTICE.** The Consultant hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business and provide the services required under this Agreement, and that it will at all times conduct its business and provide the services under this Agreement in a reputable manner. Proof of such licenses and approvals shall be submitted to the Village upon request.

**SECTION 17: SEVERABILITY.** If any term or provision of this Agreement, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, to remainder of this Agreement, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Agreement shall be deemed valid and enforceable to the extent permitted by law.

**SECTION 18: PUBLIC ENTITY CRIMES.** Consultant acknowledges and agrees that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier or sub-contractor under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list. The Consultant will advise the Village immediately if it becomes aware of any violation of this statute.

**SECTION 19: NOTICE.** All notices required in this Agreement shall be sent by hand-delivery, certified mail (RRR), or by nationally recognized overnight courier, and if sent to the VILLAGE shall be sent to:

Village of Palm Springs Attn: Village Manager 226 Cypress Lane  
Palm Springs, FL 33461

and if sent to the Consultant, shall be sent to:

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

The foregoing names and addresses may be changed if such change is provided in writing to the other party. Notice shall be deemed given upon receipt.

**SECTION 20: ENTIRETY OF AGREEMENT.** The Village and the Consultant agree that this Agreement sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto.

**SECTION 21: WAIVER.** Failure of a party to enforce or exercise any of its right(s) under this Agreement



shall not be deemed a waiver of that parties' right to enforce or exercise said right(s) at any time thereafter.

**SECTION 22: PREPARATION AND NON-EXCLUSIVE.** This Agreement shall not be construed more strongly against either party regardless of who was more responsible for its preparation. This is a non-exclusive Agreement and the Village reserves the right to contract with individuals or firms to provide the same or similar services.

**SECTION 23: MATERIALITY.** All provisions of the Agreement shall be deemed material. In the event Consultant fails to comply with any of the provisions contained in this Agreement or exhibits, amendments and addenda attached hereto, said failure shall be deemed a material breach of this Agreement and Village may at its option provide notice to the Consultant to terminate for cause.

**SECTION 24: LEGAL EFFECT.** This Agreement shall not become binding and effective until approved by the Village. The Effective Date is the date this Agreement is executed by the Village.

**SECTION 25: NOTICE OF COMPLAINTS, SUITS AND REGULATORY VIOLATIONS.** Each party will promptly notify the other of any complaint, claim, suit or cause of action threatened or commenced against it which arises out of or relates, in any manner, to the performance of this Agreement. Each party agrees to cooperate with the other in any investigation either may conduct, the defense of any claim or suit in which either party is named and shall do nothing to impair or invalidate any applicable insurance coverage.

**SECTION 26: SURVIVABILITY.** Any provision of this Agreement which is of a continuing nature or imposes an obligation which extends beyond the term of this Agreement shall survive its expiration or earlier termination.

**SECTION 27: COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and will become effective and binding upon the parties as of the effective date at such time as all the signatories hereto have signed a counterpart of this Agreement.

**SECTION 28: PALM BEACH COUNTY IG.** In accordance with Palm Beach County ordinance number 2011-009, the CONSULTANT acknowledges that this Agreement may be subject to investigation and/or audit by the Palm Beach County Inspector General. The CONSULTANT has reviewed Palm Beach County ordinance number 2011-009 and is aware of its rights and/or obligations under such ordinance.

**SECTION 29: AGREEMENT DOCUMENTS AND CONTROLLING PROVISIONS.** This Agreement consists of this Agreement, the RFP and Exhibit "A". The parties agree to be bound by all the terms and conditions set forth in the aforementioned documents. To the extent that there exists a conflict between the terms and conditions of this Agreement, the RFP and Exhibit "A", the terms and conditions of this Agreement shall prevail first, then the terms and conditions of the RFP and finally the terms and conditions of Exhibit "A", Consultant's proposal. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

**SECTION 30: OWNERSHIP OF DELIVERABLES.** The deliverables, work product, specifications, calculations, supporting documents, or other work products which are listed as deliverables by the Consultant in Exhibit "A" to the Village shall become the exclusive property of the Village. The Village accepts sole responsibility for the reuse of any such deliverables in a manner other than as initially intended or for any use of incomplete documents.

**SECTION 31: REPRESENTATIONS and BINDING AUTHORITY.** By signing this Agreement, the undersigned on behalf of the Consultant hereby represents to the Village that he/she has the authority and full legal power to execute this Agreement and any and all documents necessary to effectuate and implement the terms of this Agreement on behalf of the Consultant for whom he/she is signing and to bind and obligate such party with respect to all provisions contained in this Agreement.

**SECTION 32: JURISDICTION: VENUE.** The Consultant hereby covenants, consents and yields to the jurisdiction of the State Civil Courts of Palm Beach County, Florida. Any dispute between Consultant and the Village shall be governed by the laws of Florida with venue in Palm Beach County.

**SECTION 33: INTERNAL DISPUTE BETWEEN VILLAGE AND CONSULTANT.** The Village Manager shall be the final decision maker regarding internal disputes between Village and Consultant.

**SECTION 34: PUBLIC RECORDS.**

Consultant shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the Village as provided under section 119.011(2), Florida Statutes, specifically agrees to:

Keep and maintain public records required by the Village to perform the service.

1. Upon request from the Village's custodian of public records or designee, provide the Village with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
2. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Contract and following completion of this Contract if the Consultant does not transfer the records to the Village.
3. Upon completion of this Contract, transfer, at no cost, to the Village all public records in possession of the Consultant or keep and maintain public records required by the Village to perform the service. If the Consultant transfers all public records to the Village upon completion of the Contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the Contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Village, upon request from the Village's custodian of public records or designee, in a format that is compatible with the information technology systems of the Village.

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS OR DESIGNEE AT 561-434-5084, [kwynn@vpsfl.org](mailto:kwynn@vpsfl.org) OR BY MAIL AT VILLAGE OF PALM SPRINGS,**

**226 CYPRESS LANE, PALM SPRINGS, FL 33461.**

**SECTION 35: LIMITATION OF LIABILITY.** IN NO EVENT WILL EITHER PARTY BE LIABLE FOR ANY PUNITIVE, SPECIAL, EXEMPLARY, INDIRECT, INCIDENTAL OR CONSEQUENTIAL LOSSES OR DAMAGES.

**SECTION 36: INDEMNIFICATION.** The Consultant agrees to indemnify and hold harmless the Village, its council members, mayor, officers, employees, and attorneys of, from, and against liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees (at all trial and appellate levels), to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant, its agents, officers, subconsultants, employees, or anyone else employed or utilized by the Consultant in the performance of this Agreement. The Consultant's liability hereunder shall include all reasonable attorney's fees and costs incurred by the Village in the enforcement of this indemnification provision. This includes claims made by the employees of the Consultant against the Village and the Consultant hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. The obligations contained in this provision shall survive termination of this Agreement and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement.

It is the specific intent of the parties hereto that the foregoing indemnification complies with Section 725.08, Florida Statutes, as amended. Consultant expressly agrees that it will not claim, and waives any claim, that this indemnification violates Section 725.08, Florida Statutes, as amended. Nothing contained in the foregoing indemnification shall be construed as a waiver of any immunity or limitation of liability the Village may have under the doctrine of sovereign immunity or Section 768.28, Florida Statutes.

**SECTION 37: FISCAL NON-FUNDING.** In the event sufficient budgeted funds are not available for a new fiscal period, the Village shall notify the Consultant of such occurrence and this Agreement shall terminate on the last day of the current fiscal period without penalty or expense to the Village. The Consultant will be paid for all services rendered through the date of termination.



IN WITNESS WHEREOF, the Village has caused these presents to be executed in its name by its Mayor, and attested and its official Seal to be hereunto affixed by its Village Clerk, and the Consultant has hereunto set its hand and Seal the day and year first written above.

ATTEST:

VILLAGE OF PALM SPRINGS

\_\_\_\_\_  
Village Clerk

By: \_\_\_\_\_  
Mayor

Approved as to Form:

\_\_\_\_\_  
Village Attorney WITNESSES:

\_\_\_\_\_  
(Name Printed or Typed)

By: \_\_\_\_\_

\_\_\_\_\_  
(Name Printed or Typed)

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

Sworn to (or affirmed) and subscribed before me by means of [ ] physical presence or [ ] online notarization, this \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by \_\_\_\_\_.

\_\_\_\_\_  
(Signature of Notary Public-State of Florida)

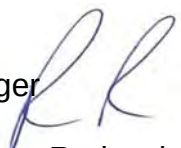
\_\_\_\_\_  
(Print, type, or stamp commissioned name of Notary public)  
Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced: \_\_\_\_\_



## Office of the Village Manager

June 12, 2020

**To:** Kimberly Wynn, Village Clerk

**From:** Richard J. Reade, Village Manager 

**Subject:** Palm Springs CRA Community Redevelopment Plan Modification & Economic Development Strategic Plan – RFP #2020R-001

Please be advised that I am appointing the following staff and community members to serve on the Palm Springs CRA Community Redevelopment Plan Modification & Economic Development Strategic Plan – RFP #2020R-001 – to evaluate all of the proposal packages received and provide a recommendation that will be brought to the Village Council for consideration (expected during the July/August 2020 Council Meetings):

- . Jorge Avellana – Hispanic Human Resource Council
- . Kim Glas-Castro – Chair – Planning, Zoning & Building Department
- . Kim Gehrman – Community Member
- . Tina Heysler – Police Department
- . Rebecca Morse – Finance Department
- . Bill Reichel – Reichel Realty & Investments
- . Gloria Rincon – El Bodegon

Also, please note that each Committee Member will be responsible for evaluating each proposal (utilizing a scoring sheet developed by the Chair) in accordance with the determined evaluation criteria that were included within the RFP as well as to follow the Cone of Silence requirement as outlined within the RFP (See Below).

Further, from this point forward, please advise each selected Committee Member that they may not have any communications with each other regarding this item outside of a duly noticed public meeting as provided within the state's sunshine law.

Thank you.

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### 1.15 Cone of Silence [also provided in 58-5 (5) – Village Code]

- a. "Cone of silence" means a prohibition on any communication, except for written correspondence, regarding a particular invitation to bid, RFP, ITN or any other competitive selection procedure utilized by the village between:
  - 1. Any entity or person or entity's or person's representative seeking an award from any competitive selection procedure; and
  - 2. Any council member; any member of the selection committee; the village manager; or, any village employee authorized to act on behalf of the village to award or recommend award of a particular purchase.
- b. For the purposes of this section, an entity's or person's representative shall include, but not be limited to, the entity's or person's employee, partner, officer, director, consultant, lobbyist, or any actual or potential subcontractor or consultant of the entity or person.
- c. The cone of silence shall be in effect as of the deadline to submit the proposal, bid, or other requested response to a competitive selection procedure. The cone of silence applies to any entity or person or any entity's or person's representative who responds to a particular invitation to bid, RFP, ITN or any other competitive selection procedure utilized by the village, and shall remain in effect until such response is either rejected by the village as applicable or withdrawn by the entity or person or entity's or person's representative. The invitations to bid, RFPs, ITNs or any other competitive selection procedure shall include the notice of the cone of silence and refer to this sub-section.
- d. The provisions of this sub-section shall not apply to oral communications at any public proceeding, including pre-bid conferences, presentations before selection committees, authorized contract negotiations, presentations made to the village council, and purchasing protests. Further, the cone of silence shall not apply to contract negotiations between any employee and the intended awardee; any dispute resolution process following the filing of a protest between the entity or person filing the protest and any employee; or, any written correspondence at any time with any employee, council member, the village manager or selection committee member unless specifically prohibited by the applicable competitive selection procedure.
- e. The cone of silence shall not apply to any purchasing anticipated to have a total value of \$25,000.00 or less.
- f. The cone of silence shall terminate at the time the council, finance department, or village manager as applicable, awards or approves a contract, rejects all bids, proposals or other requested responses, or otherwise takes action which ends the purchasing procedure.
- g. Any contract entered into in violation of the cone of silence provisions in this section shall render the transaction voidable.





# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Public Service

---

**ITEM 6.3:** Resolution No. 2020-28 - Approve Budget Transfer - FY 2020 General Fund - Contingency

**SUMMARY:**

The Public Service Department is requesting the Village Council to consider a budget transfer within the FY 2020 Budget - General Fund from Council Contingency to Sanitation (\$85,000 total) to cover projected cost increases as a result of the inclusion of additional residential units being serviced by the contracted hauler as well as their requested 3% annual rate increase (as provided within their contract with the Village).

The proposed budget transfer, if approved, would amend the following department/budget line item based on actual and/or estimated cost projections through the remainder of fiscal year:

- Sanitation - Other Contractual Services - \$85,000

Additional information regarding the proposed budget transfer is available on the attached proposed Budget Transfer form.

**FISCAL IMPACT:**

The proposed budget transfer, if approved, would decrease the Council's Contingency line item and would increase the Sanitation division's budget (Other Contractual Services line item) based on actual and/or estimated cost projections through the remainder of FY 2020:

- Council Contingency would be reduced from \$317,063 to \$232,063
- Sanitation - Other Contractual Services would be increased to \$1,090,885 from \$1,175,885

**ATTACHMENTS:**

Proposed Resolution No. 2020-28 Budget (Transfer) Amendment  
Proposed Budget Transfer - FY 2020 General Fund - Contingency

**RESOLUTION NO. 2020-28**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, ADOPTING A GENERAL APPROPRIATION BUDGET TRANSFER AND CORRESPONDING APPROPRIATIONS FOR THE VILLAGE'S NECESSARY OPERATING EXPENSES FOR VARIOUS DEPARTMENTS OF THE VILLAGE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Village of Palm Springs, Florida ("Village") previously adopted the FY 2019 Annual Operating Budget, pursuant to Ordinance No. 2019-17 on September 26, 2019; and

**WHEREAS**, the Village finds it is necessary consider a General Fund Budget Transfer to cover projected increased costs during FY 2019 within the sanitation department for other contractual services; and

**WHEREAS**, adoption of the FY 2019-2020 Amended Annual Operating Budget set forth herein serves a value public purpose.

**NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA;**

**Section 1.** The above recitals are hereby ratified and confirmed as being true and correct and are hereby incorporated into this Resolution.

**Section 2.** The funds and available resources and revenues more specifically described in "Exhibit A", attached hereto and incorporated herein by reference, are appropriated to provide the funding for necessary operating and other expenses of departments of the Village for the fiscal year.



**Section 3.** The revenues and expenses as set forth in “Exhibit A” are hereby incorporated by reference and are hereby adopted as the amended budget for FY 2019 - 2020.

**Section 4.** This Resolution shall take effect immediately upon adoption.

Council Member \_\_\_\_\_ offered the foregoing resolution.  
Council Member \_\_\_\_\_ seconded the motion, and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY READY, MAYOR PRO TEM     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The Mayor thereupon declared the Resolution duly passed and adopted this \_\_\_\_ day of September 2020.

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEV SMITH, MAYOR

ATTEST:

BY: \_\_\_\_\_  
KIMBERLY M. WYNN, VILLAGE CLERK

REVIEWED FOR FORM AND LEGAL SUFFICIENCY

BY: \_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY

## Transfer Number

|                                                                                                            |  |  |  |  |  |  |  |  |  |
|------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|--|--|--|
| EXPLANATION : Cover increased costs of contractual hauler including additional units and 3% rate increase. |  |  |  |  |  |  |  |  |  |
|------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|--|--|--|

|                                                                                                                 |                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| Prepared by: _____ Date: _____<br><br>Approved by: _____ Date: _____<br><br>Finance Reviewed: _____ Date: _____ | _____ Approved<br>_____ Denied _____<br><div style="text-align: right;">Village Manager                      Date</div> |
|                                                                                                                 | Approved by Council (Date of Meeting) _____<br>Processed by _____<br>Finance: _____ Date: _____                         |



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Library

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**ITEM 7.1:** Hispanic Heritage Month Proclamation 2020

**SUMMARY:**

Radio Fiesta has advertised Library programs on its monthly community program Panorama Comunitario for the past four years for free. A Library staff member attends the panel discussion and shares information about Hispanic Heritage month and other upcoming programs. This year the Village of Palm Springs was not able to host an event for the Fourth of July on the Village campus due to COVID-19, and the Radio station provided us with music to play during the fireworks for free.

**FISCAL IMPACT:**

Radio Fiesta has advertised Library programs for the past four years for free. This year they also provided the Village of Palm Springs with music to play during the fireworks display for free.

**ATTACHMENTS:**

Proclamation - Hispanic Heritage Month 2020



*Office of the Mayor*

**Village of Palm Springs, Florida**

**Proclamation**

**WHEREAS**, each year Americans observe National Hispanic Heritage Month from September 15 to October 15, by celebrating the contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean, Central America, and South America. A tradition that originally started as a week in 1968 under President Lyndon Johnson and was expanded to a month in 1988 under President Ronald Reagan; and

**WHEREAS**, the Hispanic Community have had a profound and positive influence on our country through their strong commitment to family, faith and hard work. Hispanic Americans lift our communities and our economy as entrepreneurs, executives, and small business owners, and make contributions in areas such as science, art, music, politics, academia, government, and sports. They have enhanced and shaped our national character with centuries-old traditions that reflect the multi-ethnic and multicultural customs of their community; and

**WHEREAS**, while we celebrate the many ways Hispanic Americans have contributed to building a strong and prosperous America, we also recognize that they face challenges in accessing educational and economic opportunities; and

**WHEREAS**, on July 9, 2020, President Donald Trump signed an Executive Order on the White House Hispanic Prosperity Initiative to improve Hispanic Americans' access to educational and economic opportunities as success of Hispanic Americans is integral to the economic future of our country; and

**WHEREAS**, forging partnerships with local Hispanic organizations have enhanced our Library programs and offerings the past four years; and

**WHEREAS**, this year during our virtual Fourth of July Celebration, Radio Fiesta stepped in to provide music during the fireworks helping the community connect safely during the Patriotic celebration; and

**WHEREAS**, we invite all members of our community to experience and learn a little about some of the cultures of Latin America and celebrate with us this Hispanic Heritage Month season virtually through Village of Palm Springs social media and access educational resources available through the Village Library.

**NOW THEREFORE, I, BEV SMITH, MAYOR OF THE VILLAGE OF PALM SPRINGS, FLORIDA** on behalf of the Council and citizens of Palm Springs, do hereby proclaim September 15<sup>th</sup> to October 15<sup>th</sup> as:

**HISPANIC HERITAGE MONTH**

*In witness whereof I have hereunto set my hand  
and caused the seal of this city to be affixed*

*Mayor* Beverly Smith

*Date* September 10, 2020





# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Administration

---

**ITEM 9.1:** Ordinance No. 2020-28 - Village Code Amendment - Chapter 2 - Administration (Second Reading)

**SUMMARY:**

The Village Attorney is requesting an amendment to the Village Code - Chapter 2 Administration to provide clarification and updates on various issues (i.e., preparation of ordinances, emergency powers during a state of emergency, staff titles, Council meetings and procedures, Village Board and Committees, organizational structure and staff and department titles and responsibilities, etc.) within the Village Code.

The proposed ordinance was approved by the Village Council on August 20, 2020, and is being presented for consideration on 2nd and final reading.

**FISCAL IMPACT:**

The proposed ordinance does not have a direct fiscal impact to the Village.

**ATTACHMENTS:**

Proposed Ordinance No. 2020-28 - Chapter 2 Administration - Amendment

Proposed Ordinance No. 2020-28 - Amendment to Chapter 2 Administration (Strike-throughs)

**ORDINANCE NO. 2020-28**

**AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 2 "ADMINISTRATION" TO REMOVE OUTDATED AND INAPPLICABLE PROVISIONS AND MODIFY CERTAIN PROVISIONS REGARDING THE VILLAGE COUNCIL AND BOARDS; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Village Council recognizes the need to remove outdated and inapplicable provisions regarding meetings and general administration items and to modify certain provisions related to the council and boards; and

**WHEREAS**, the Village Council has determined that it is in the best interest of the Village to adopt this ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA:**

**Section 1.** The foregoing recitals are incorporated herein as true and correct findings of fact of the Village Council and serve as a basis for adoption of this Ordinance.

**Section 2.** Chapter 2 "Administration", is hereby amended as follows:

**Chapter 2 - ADMINISTRATION**

**ARTICLE I. - IN GENERAL**

**Sec. 2-1. - Administrative, service and use fees.**

Unless otherwise provided by law or ordinance, all administrative, permit, service and use fees, including, but not limited to, building permit fees, land development fees, library fees, park and recreation fees, and utility fees and rates, shall be established by resolution adopted by the Village Council from time to time.



**Sec. 2-2. - Emergency powers of the Village Manager.**

Upon declaration of a state of emergency by the Village Council or the Governor of the State of Florida, or by the Village Manager after receiving the authority to declare such emergency by the Village Council the following matters shall be implemented, without further action of the Village Council:

- (1) The Village Manager shall have authority to contract up to a total of \$50,000.00 for goods and services without Village Council approval, and up to a total of \$75,000.00 if it is not possible to obtain a quorum of the Village Council for an emergency meeting of the Village Council within 24 hours.
- (2) All bidding requirements shall be suspended, and the Village Manager shall employ sound purchasing practices including requests for quotations and proposals, either orally or in writing, or comparative pricing.
- (3) The Village Manager shall consult with the Police Chief and by execution of a jointly signed document may affect a curfew throughout all or part of the Village for a period not exceeding 72 hours, without Village Council approval. Such curfew may include all pedestrian or vehicular use of public rights-of-way, public facilities, and private facilities normally having public access.
- (4) The Village Manager may call an emergency meeting of the Village Council for any other matter, item, request, or event that exceeds his normal or emergency authority.

**Sec. 2-3. - Special and emergency meetings.**

- (a) *Special meetings.* Special meetings may be called by the Mayor whenever, in his/her opinion, the public business may require it, or at the express request of any two members of the Village Council. No business shall be transacted at such special meeting, except as is stated in the notice for the meeting. The notice shall be delivered no later than 24 hours prior to the time of the special meeting.
- (b) *Emergency meetings.* Emergency meetings may be held without notice where the best interest of the Village can only be served by such meetings without notice. Any three council members may attend such a meeting and the action taken must be ratified by vote of the Village Council at the next regular or special meeting.

**ARTICLE III. - BOARDS, COMMITTEES, COMMISSIONS**

**DIVISION 1. - GENERALLY**

**Sec. 2-91. - Uniform procedure.**

- (a) *Membership, quorum and terms.* All boards, committees and commissions created in this Code, except the Library Advisory Board, Infrastructure Surtax Citizens' Oversight Committee, Construction Board of Adjustment & Appeals and Code Enforcement Board (if appointed), shall have five (5) members, to be chosen by the Village Council from the citizens-at-large of the Village, and neither the Mayor, nor any member of the Village Council shall be a member. The members shall serve three-year terms and such terms shall be staggered. Three members shall constitute a quorum.
- (b) *Absences.* Any member absent for three (3) consecutive regular meetings or six (6) regular meetings within a one-year period without an excused absence shall be grounds for termination of the member. Notice provided to the Clerk of the Board prior to a regular meeting shall constitute a basis for an excused absence.

- (c) *Vacancies.* In case of any vacancies on any Village board, committee or commission created by removal, resignation or otherwise, the Village Council will select a replacement for that member, who shall serve for the unexpired term of the member. If there is less than six (6) months remaining in the term, the appointment shall be not only for the remainder of the existing term but for the following full term as well. Any member shall be eligible to succeed himself in office.
- (d) *Alternates.* The Village Council shall appoint two alternate members of all boards, committees or commissions of the Village. The term shall be three (3) years. At any meeting, an alternate shall have the right to vote in the absence of any regular member. Alternates attending meetings shall have full rights to participate in the discussions.
- (e) *Compensation.* Members and alternates of all boards, committees and commissions of the Village shall receive no salary or other compensation.
- (f) *Officers.* Members of all Village boards, committees or commissions shall elect a Chair and any other officers necessary to conduct the business of the board, committee or commission.
- (g) *Bylaws and rules.* Any Village board, committee or commission may make and adopt bylaws and rules which shall be approved by the Village Council and which shall not conflict with this Code or the Charter.

## **DIVISION 2. - LIBRARY BOARD**

### **Sec. 2-131. - Established.**

There is hereby established in accordance with 2-91 the library board of the Palm Springs Public Library.



**Sec. 2-132. - Duties.**

The duties of the library board shall be of an advisory nature to the Village Council concerning all matters involving the Palm Springs Public Library.

**DIVISION 3. - PARKS AND RECREATION ADVISORY BOARD**

**Sec. 2-151. - Established.**

There is hereby established in accordance with section 2-91 the Parks and Recreation Advisory Board.

**Sec. 2-152. - Duties.**

The duties of the Parks and Recreation Advisory Board shall be of an advisory nature to the Village Council concerning all matters of recreation, more particularly regarding the recreational use of playgrounds, athletic fields, recreation centers, swimming facilities and the establishment of programs that should employ the leisure time of the citizens and residents of the Village of all age groups and both sexes in a wholesome and constructive manner.

**ARTICLE III. - CODE ENFORCEMENT**

.....

**Sec. 2-237. - Lien reductions.**

- (a) Once a lien has been imposed under this article, a violator or the property owner ("petitioner") may submit a written petition to the Village Clerk to request a lien reduction hearing before the special magistrate. The reduction hearing will be limited solely to the issue of whether the lien assessed should be reduced and the hearing shall not be a hearing de novo of the original case. The burden of proof will be on the violator or property owner to show cause for reducing the lien.

- (b) The petition must be submitted to the Village Clerk on the form provided by the Village and the nonrefundable petition fee paid to the Village.
- (c) If the following criteria are satisfied, the petition will be set for a hearing before the special magistrate.
  - (1) If the violation concerned real property, the real property in question must follow the Village Code and ordinances and an affidavit of compliance must be issued for the real property.
  - (2) If the violation concerned a matter not directly related to real property, an affidavit of compliance must be issued for the violation.
  - (3) All real property owned by the petitioner in the Village must be in compliance with the Village Code and ordinances and not the subject of another code enforcement case or nuisance abatement case or be posted as unsafe by the building official.
  - (4) The petitioner must not have any overdue or delinquent accounts with the Village including, but not limited to, taxes, administrative costs or citation fees and fines.

If the above criteria are not satisfied, the petition will be denied and notice of denial will be sent to the petitioner by regular U.S. mail to the address provided on the petition.

- (d) If a hearing for lien reduction is set, a notice of the hearing will be sent by regular U.S. mail to the address provided on the petition at least five days prior to hearing date.
- (e) The Special Magistrate at a lien reduction hearing shall make one of the following determinations: The lien may be reduced to a specified amount, or the request for lien reduction denied. The special magistrate shall not reduce any lien to less than ten percent of the remaining outstanding lien.
- (f) Any lien reduction made pursuant to this section is not applicable to any administrative costs or citation fines or fees assessed at any prior hearing.

**Sec. 2-238. - Lien reductions by the Village Manager.**

- (a) Once a lien has been imposed under this article, a person may request a lien reduction from the Village Manager under the following special circumstances (with proof of the following provided to the Village Manager):
  - (1) The property the lien attaches to will be sold prior to the next special magistrate hearing;
  - (2) The property is being sold under a warranty or special warranty deed; and
  - (3) All administrative costs or fees assessed in the underlying code enforcement case for the lien have been paid or will be paid prior to the Village issuing a release or satisfaction of lien.
- (b) In determining whether to reduce the lien, the Village Manager shall consider:
  - (1) Whether the property is in compliance with the Village Code or whether the person requesting the lien reduction is willing to enter into an agreement with the Village Manager requiring the property to be brought into compliance prior to the Village issuing a release or satisfaction of lien;
  - (2) The nature of the code violation(s);
  - (3) Action(s) taken to bring the property into compliance with the Village Code; and
  - (4) Any other matter suggesting that the lien reduction is in the best interests of the Village.
- (c) If the Village Manager in his/her sole discretion determines that a lien should be reduced, a release of lien shall be prepared for execution by the Village Manager and Village Clerk.
- (d) The original release or satisfaction of lien shall be provided to the person requesting the lien reduction upon payment of the reduced lien amount (if any) and any unpaid administrative costs and fees in certified funds to the Village Clerk. The Village shall not be responsible for recording the release or satisfaction of lien nor any expense related thereto.



- (e) Any person who requests a lien reduction from the Village Manager and is denied such reduction shall not be prohibited from submitting a written petition for a lien reduction hearing before the special magistrate as set forth in this article.

.....

**Section 3.** **Codification.** The sections of the ordinance shall be made a part of the Village Code of Laws and ordinances and may be re-numbered or re-lettered to accomplish such, and the word "ordinance" may be changed to "section", "division", or any other appropriate word.

**Section 4.** **Repeal of Conflicting Ordinances.** All Ordinances, Resolutions or parts of Ordinances and Resolutions in conflict herewith are hereby repealed.

**Section 5.** **Severability.** If any word, clause, sentence, paragraph, section or part thereof contained in this Ordinance is declared to be unconstitutional, unenforceable, void or inoperative by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder of this Ordinance.

**Section 6.** **Effective Date.** This Ordinance shall become effective immediately upon adoption.

Council Member \_\_\_\_\_, offered the foregoing Ordinance, and moved its adoption. The motion was seconded by Council Member \_\_\_\_\_, and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTIE WALLER, VICE MAYOR     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY READY, MAYOR PRO TEM     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The Mayor thereupon declared this Ordinance approved and adopted by the Village Council of the Village of Palm Springs, Florida, on second reading, the \_\_\_\_ day of \_\_\_\_\_, 2020.

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEVERLY SMITH, MAYOR

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
KIMBERLY WYNN, VILLAGE CLERK

REVIEWED FOR LEGAL FORM AND SUFFICIENCY

BY: \_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY

**ORDINANCE NO. 2020-28**

**AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 2 "ADMINISTRATION" TO REMOVE OUTDATED AND INAPPLICABLE PROVISIONS AND MODIFY CERTAIN PROVISIONS REGARDING THE VILLAGE COUNCIL AND BOARDS; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Village Council recognizes the need to remove outdated and inapplicable provisions regarding meetings and general administration items and to modify certain provisions related to the council and boards; and

**WHEREAS**, the Village Council has determined that it is in the best interest of the Village to adopt this ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA:**

**Section 1.** The foregoing recitals are incorporated herein as true and correct findings of fact of the Village Council and serve as a basis for adoption of this Ordinance.

**Section 2.** Chapter 2 "Administration", is hereby amended as follows:

**Chapter 2 - ADMINISTRATION**

**ARTICLE I. - IN GENERAL**

**~~Sec. 2-1. - Preparation of ordinances.~~**

~~All ordinances shall be prepared or approved as to form by the village attorney. No ordinance shall be prepared for presentation to the village council unless ordered by a majority vote of the village council, requested in writing by the village manager or prepared by the village attorney on his own initiative.~~



**Sec. 2-~~21~~. - Administrative, service and use fees.**

Unless otherwise provided by law or ordinance, all administrative, permit, service and use fees, including, but not limited to, building permit fees, land development fees, library fees, park and recreation fees, and utility fees and rates, shall be established by resolution adopted by the Village Council from time to time, ~~and such fees shall be set forth in appendix A to this Code.~~

**Sec. 2-~~32~~. - Emergency powers of the Village Manager.**

Upon declaration of a state of emergency by the Village Council or the governor of the State of Florida, or by the Village Manager after receiving the authority to declare such emergency by the Village Council the following matters shall be implemented, without further action of the Village Council:

- (1) The Village Manager shall have authority to contract up to a total of \$50,000.00 for goods and services without Village Council approval, and up to a total of \$75,000.00 if it is not possible to obtain a quorum of the Village Council for an emergency meeting of the Village Council within 24 hours.
- (2) All bidding requirements shall be suspended, and the Village Manager shall employ sound purchasing practices including requests for quotations and proposals, either orally or in writing, or comparative pricing.
- (3) The Village Manager shall consult with the ~~director of public safety~~ Police Chief and by execution of a jointly signed document may affect a curfew throughout all or part of the Village for a period not exceeding 72 hours, without Village Council approval. Such curfew may include all pedestrian or vehicular use of public rights-of-way, public facilities, and private facilities normally having public access.
- (4) The Village Manager may call an emergency meeting of the Village Council for any other matter, item, request, or event that exceeds his normal or emergency authority.

## **~~ARTICLE II. -- VILLAGE COUNCIL~~**

### **~~DIVISION 1. -- GENERALLY~~**

#### **~~Sec. 2-31. -- Councilmember introduction and sponsorship of ordinances, resolutions and other matters required.~~**

~~Ordinances, resolutions and other matters or subjects requiring action by the village council must be introduced and sponsored by a member of the village council. However, the mayor, village manager or village attorney may present ordinances, resolutions and other matters or subjects to the village council, and any councilmember may assume sponsorship thereof by moving that the ordinance, resolution, matter or subject be adopted; otherwise, they shall not be considered.~~

### **~~DIVISION 2. -- MEETINGS~~**

#### **~~Sec. 2-513. - Special and emergency meetings.~~**

- (a) *Special meetings.* Special meetings may be called by the Mayor whenever, in his/her opinion, the public business may require it, or at the express ~~written~~ request of any two members of the Village Council. ~~Whenever a special meeting is called, a summons or a notice in writing, signed by the mayor or the two members of the village council, shall be served on each member of the village council, either in person or by notice left at his place of residence, stating the date and hour of the meeting and the purpose for which the meeting is called.~~ No business shall be transacted at such special meeting, except as is stated in the notice for the meeting. The notice shall be delivered no later than 24 hours prior to the time of the special meeting.
- (b) *Emergency meetings.* Emergency meetings may be held without notice where the best interest of the Village can only be served by such meetings without notice. Any three council members may attend such a meeting and the action taken must be ratified by vote of the Village Council at the next regular or special meeting.

**~~Sec. 2-52. -- Agenda.~~**

~~All reports, communications, ordinances, resolutions, contract documents or other matters to be submitted to the village council shall, at least 32 business hours prior to each village council meeting, be delivered to the village clerk. The village clerk shall immediately arrange a list of such matters according to the order of business and furnish each member of the village council, the village manager and the village attorney with a copy of the list prior to the village council meeting and as far in advance of the meeting as time for preparation will permit. None of the matters described in this section shall be presented to the village council by administrative officers, except those of an urgent nature, and, when so presented, shall have the written approval of the village manager before presentation. Items which require no discussion and are considered to be routine shall be listed on a consent agenda, to be enacted by one motion and one vote at the beginning of each village council meeting. A consent agenda shall be adopted upon unanimous vote of those in attendance at such village council meeting. Any item may be stricken from the consent agenda by any member of the village council who objects to its passage or desires discussion thereon, and upon being stricken from such consented agenda, shall be taken up at the appropriate place within the regular agenda of that meeting.~~

**~~Sec. 2-53. -- Call to order.~~**

~~The mayor, the vice mayor in the absence of the mayor or the mayor pro tem in the absence of the vice mayor shall take the chair precisely at the hour appointed for the meeting, and shall immediately call the village council to order.~~

**~~Sec. 2-54. -- Roll call; quorum.~~**

~~(a) Before proceeding with the business of the village council, the village clerk or his deputy shall call the roll of the members, and the names of those present shall be entered in the minutes.~~



- ~~(b) A majority of all the members elected and serving his term on the village council shall constitute a quorum at any regular or special meeting of the village council. In the absence of a quorum, the presiding officer shall compel the attendance of absent members, if possible.~~

**~~Sec. 2-55. Order of business.~~**

~~Promptly at the hour set on the day of each regular meeting, the members of the village council, village clerk, village manager, village attorney and mayor shall take their regular stations in the village council chambers, and the business of the village council shall be taken up for consideration and disposition in the order established by resolution.~~

**~~Sec. 2-56. Meeting procedure.~~**

- ~~(a) Speaking by councilmember. Every member desiring to speak shall address the chair, and, upon recognition by the presiding officer, shall confine himself to the question under debate, avoiding all personalities and indecorous language.~~
- ~~(b) Interruptions. A councilmember, once recognized, shall not be interrupted when speaking unless it is to call him to order or as otherwise provided in this section. If a councilmember, while speaking, is called to order, he shall cease speaking until the question of order is determined, and, if in order, he shall be permitted to proceed.~~
- ~~(c) Privilege of closing debate. The councilmember moving the adoption of an ordinance or resolution shall have the privilege of closing the debate.~~
- ~~(d) Motion to reconsider. A motion to reconsider any action taken by the village council may be made only on the day such action was taken. Such motion may be made either immediately during the same session, or at a recessed or adjourned session thereof. Such motion must be made by one of the prevailing side, but may be seconded by any councilmember, and may be made at any time and have precedence over all other motions or while a councilmember has the floor, and it shall be debatable. Nothing in this subsection shall be construed to prevent any~~

~~member of the village council from making or remaking the same or any other motion at a subsequent meeting of the village council.~~

~~(e) *Entering certain items in minutes.* A councilmember may request, through the presiding officer, the privilege of having an abstract of his statement on any subject under consideration by the village council entered in the minutes. If the village council consents thereto, the statement, in its entirety, shall be entered in the minutes. The village clerk may be directed by the presiding officer, with the consent of the village council, to enter in the minutes a synopsis of the discussion on any question coming regularly before the village council.~~

~~(f) *Dissent or protest.* Any councilmember shall have the right to have the reasons for his dissent from, or protest against, any action of the village council entered on the minutes.~~

**~~Sec. 2-57. - Smoking.~~**

~~While the village council is in session, during both regular and special meetings, there shall be no smoking of cigarettes, cigars or pipes permitted within the village council chambers. Enforcement thereof shall be by the sergeant at arms.~~

**ARTICLE III. - BOARDS, COMMITTEES, COMMISSIONS**

**DIVISION 1. - GENERALLY**

Sec. 2-91. - Uniform procedure.

(a) *Membership, quorum and terms.* All boards, committees and commissions created in this Code, except the Library Advisory Board, Infrastructure Surtax Citizens' Oversight Committee, Construction Board of Adjustment & Appeals and Code Enforcement Board (if appointed), shall have five (5) members, to be chosen by the Village Council from the citizens-at-large of the Village, and neither the Mayor, nor any member of the Village Council shall be a member. The members shall serve three-year terms and such terms shall be staggered. Three members shall constitute a quorum.

- (b) *Absences.* Any member absent for three (3) consecutive regular meetings or six (6) regular meetings within a one-year period without an excused absence shall be grounds for termination of the member. Notice provided to the ~~village clerk's office~~ Clerk of the Board prior to a regular meeting shall constitute a basis for an excused absence.
- (c) *Vacancies.* In case of any vacancies on any Village board, committee or commission created by removal, resignation or otherwise, the Village Council will select a replacement for that member, who shall serve for the unexpired term of the member. If there is less than six (6) months remaining in the term, the appointment shall be not only for the remainder of the existing term but for the following full term as well. Any member shall be eligible to succeed himself in office.
- (d) *Alternates.* The Village Council shall appoint two alternate members of all boards, committees or commissions of the Village. The term shall be three (3) years. At any meeting, an alternate shall have the right to vote in the absence of any regular member. Alternates attending meetings shall have full rights to participate in the discussions.
- (e) *Compensation.* Members and alternates of all boards, committees and commissions of the Village shall receive no salary or other compensation.
- (f) *Officers.* Members of all Village boards, committees or commissions shall ~~annually~~ elect a Chair and any other officers necessary to conduct the business of the board, committee or commission.
- (g) *Bylaws and rules.* Any Village board, committee or commission may make and adopt bylaws and rules which shall be approved by the Village Council and which shall not conflict with this Code or the Charter.

**~~DIVISION 2. -- BEAUTIFICATION BOARD~~**

**~~Sec. 2-111. -- Established.~~**



~~There is hereby established in accordance with section 2-91 a board to be known as the beautification board.~~

**~~Sec. 2-112. - Duties.~~**

- ~~(a) The duties of the beautification board shall be of an advisory nature to the village council concerning all matters involving landscaping or beautification of all public land, swale areas, parks, recreation areas, road medians and other public places within the confines of the village.~~
- ~~(b) The beautification board may recommend to the village council any necessary changes in the landscaping provisions of this Code or the building codes in reference to landscaping and/or beautification of new construction.~~

**DIVISION 32. - LIBRARY BOARD**

**Sec. 2-131. - Established.**

There is hereby established in accordance with 2-91 the library board of the Palm Springs Public Library.

**Sec. 2-132. - Duties.**

The duties of the library board shall be of an advisory nature to the Village Council concerning all matters involving the Palm Springs Public Library.

**~~Sec. 2-133. - Membership, quorum and terms.~~**

- ~~(a) Notwithstanding any other provisions set forth in section 2-91(a), the library board shall have seven members, to be chosen by the village council from the citizens at-large of the village, and neither the mayor, nor any member of the village council shall be a member. The members shall serve three-year terms and such terms shall be staggered. Four members shall constitute a quorum. There shall be no alternate members.~~

~~(b) The uniform procedures for vacancies and compensation of board members as set forth in section 2-91 shall govern the library board.~~

**~~DIVISION 43. -- LEISURE SERVICES~~ PARKS AND RECREATION ADVISORY BOARD**

**Sec. 2-151. - Established.**

There is hereby established in accordance with section 2-91 the ~~leisure services~~ Parks and Recreation Advisory Board.

**Sec. 2-152. - Duties.**

The duties of the ~~leisure services~~ Parks and Recreation Advisory Board shall be of an advisory nature to the Village Council concerning all matters of recreation, more particularly regarding the recreational use of playgrounds, athletic fields, recreation centers, swimming facilities and the establishment of programs that should employ the leisure time of the citizens and residents of the Village of all age groups and both sexes in a wholesome and constructive manner.

**~~ARTICLE IVII. -- DEPARTMENTS~~**

**~~DIVISION 1. -- GENERALLY~~**

**~~DIVISION 2. -- DEPARTMENT OF PUBLIC SAFETY~~**

**~~Sec. 2-201. -- Established; personnel.~~**

~~There is hereby established a department of public safety, to be operated by the director of public safety, who shall report to the village manager. All personnel within the department of public safety shall report to the director of public safety.~~

**~~Sec. 2-202. -- Duties of director.~~**

~~It shall be the duty of the director of public safety to direct the law enforcement, crime prevention, fire inspection, fire suppression and advanced life support programs of the village.~~

**~~Sec. 2-203. -- Assessment for law enforcement and training.~~**

~~The village does hereby levy the maximum amount permitted in the assessment authorized in F.S. § 943.25(13) for the purposes provided in F.S. § 943.25(13) for law enforcement education and training.~~

**~~Sec. 2-204. -- Public safety reserve.~~**

- ~~(a) *Established; control.* There is hereby established a public safety reserve program within the department of public safety. Command, direction and control of the public safety reserve program shall be under the control of the director of public safety.~~
- ~~(b) *Requirements and qualifications.* All requirements, qualifications and other criteria for the public safety reserve program shall be established by general order of the director of public safety; and shall be amended from time to time as needed.~~

**ARTICLE VIII. - CODE ENFORCEMENT**

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**Sec. 2-237. - Lien reductions.**

- (a) Once a lien has been imposed under this article, a violator or the property owner ("petitioner") may submit a written petition to the Village Clerk to request a lien reduction hearing before the special magistrate. The reduction hearing will be limited solely to the issue of whether the lien assessed should be reduced and the hearing shall not be a hearing de novo of the original case. The burden of proof will be on the violator or property owner to show cause for reducing the lien.



- (b) The petition must be submitted to the Village Clerk on the form provided by the Village and the nonrefundable petition fee paid to the Village.
- (c) If the following criteria are satisfied, the petition will be set for a hearing before the special magistrate.
  - (1) If the violation concerned real property, the real property in question must be in compliance with the Village Code and ordinances and an affidavit of compliance must be issued for the real property.
  - (2) If the violation concerned a matter not directly related to real property, an affidavit of compliance must be issued for the violation.
  - (3) All real property owned by the petitioner in the Village must be in compliance with the Village Code and ordinances and not the subject of another code enforcement case or nuisance abatement case or be posted as unsafe by the building official.
  - (4) The petitioner must not have any overdue or delinquent accounts with the Village including, but not limited to, taxes, administrative costs or citation fees and fines.

If the above criteria are not satisfied, the petition will be denied and notice of denial will be sent to the petitioner by regular U.S. mail to the address provided on the petition.

- (d) If a hearing for lien reduction is set, a notice of the hearing will be sent by regular U.S. mail to the address provided on the petition at least five days prior to hearing date. ~~Failure of the petitioner to attend the hearing will result in the petition being denied.~~
- (e) The Special Magistrate at a lien reduction hearing shall make one of the following determinations: The lien may be reduced to a specified amount, or the request for lien reduction denied. ~~In determining how much to reduce the outstanding lien, the special magistrate may also consider any documented expenses incurred to bring the property into compliance. The special magistrate may reduce the outstanding lien amount by the total amount of these documented expenses.~~ The special

magistrate shall not reduce any lien, ~~after documented expenses are deducted, if any,~~ to less than ten percent of the remaining outstanding lien.

- (f) Any lien reduction made pursuant to this section is not applicable to any administrative costs or citation fines or fees assessed at any prior hearing.

**Sec. 2-238. - Lien reductions by the Village Manager.**

- (a) Once a lien has been imposed under this article, a person may request a lien reduction from the Village Manager under the following special circumstances (with proof of the following provided to the Village Manager):

- (1) The property the lien attaches to will be sold prior to the next special magistrate hearing;
- (2) The property is being sold under a warranty or special warranty deed; and
- (3) All administrative costs or fees assessed in the underlying code enforcement case for the lien have been paid or will be paid prior to the Village issuing a release or satisfaction of lien.

- (b) In determining whether to reduce the lien, the Village Manager shall consider:

- (1) Whether the property is in compliance with the Village Code or whether the person requesting the lien reduction is willing to enter into an agreement with the Village Manager requiring the property to be brought into compliance prior to the Village issuing a release or satisfaction of lien;
- (2) The nature of the code violation(s);
- (3) Action(s) taken to bring the property into compliance with the Village Code; and
- (4) Any other matter suggesting that the lien reduction is in the best interests of the Village.

- (c) If the Village Manager in his/her sole discretion determines that a lien should be reduced, a release of lien shall be prepared for execution by the Village Manager and Village Clerk.

- (d) The original release or satisfaction of lien shall be provided to the person requesting the lien reduction upon payment of the reduced lien amount (if any) and any unpaid administrative costs and fees in certified funds to the Village Clerk. The Village shall not be responsible for recording the release or satisfaction of lien nor any expense related thereto.
- (e) Any person who requests a lien reduction from the Village Manager and is denied such reduction shall not be prohibited from submitting a written petition for a lien reduction hearing before the special magistrate as set forth in this article.

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## **~~ARTICLE VI. -- FINANCE~~**

### **~~DIVISION 1. -- GENERALLY~~**

### **~~DIVISION 2. -- RESERVED~~**

**Section 3. Codification.** The sections of the ordinance shall be made a part of the Village Code of Laws and ordinances and may be re-numbered or re-lettered to accomplish such, and the word "ordinance" may be changed to "section", "division", or any other appropriate word.

**Section 4. Repeal of Conflicting Ordinances.** All Ordinances, Resolutions or parts of Ordinances and Resolutions in conflict herewith are hereby repealed.

**Section 5. Severability.** If any word, clause, sentence, paragraph, section or part thereof contained in this Ordinance is declared to be unconstitutional, unenforceable, void or inoperative by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder of this Ordinance.

**Section 6. Effective Date.** This Ordinance shall become effective immediately upon adoption.



Council Member \_\_\_\_\_, offered the foregoing Ordinance, and moved its adoption. The motion was seconded by Council Member \_\_\_\_\_, and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY READY, MAYOR PRO TEM     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The Mayor thereupon declared this Ordinance approved and adopted by the Village Council of the Village of Palm Springs, Florida, on second reading, the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEVERLY SMITH, MAYOR

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
KIMBERLY WYNN, VILLAGE CLERK

REVIEWED FOR LEGAL FORM AND SUFFICIENCY

BY: \_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Public Service

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**ITEM 9.2:** Ordinance No. 2020-15 - Village Code Amendment - Utility Rates

**SUMMARY:**

In August 2020, the Village Council held a workshop to review and discuss the 2020 Water and Wastewater Rate Study that was completed by the Village's contracted firm [Kimley Horn and Associates and Raftelis (f/k/a PRMG)]. The completed study provides for proposed rates over the next four (4) years, beginning in FY 2021, to provide the revenue needed to support the operations and capital projects to properly operate the Village's utility system.

Note: The sub-consultant on this project [Raftelis - f/k/a PRMG] completed the 2013 Water & Wastewater Rate Study and is being utilized by the Village's professional services consultant, Kimley-Horn, to provide the rate analysis for the recently completed study.

The Village's Water & Sewer Enterprise Fund was established as a separate accounting fund and is maintained in accordance with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB). As a proprietary fund, the Water & Sewer Enterprise Fund is self-supporting in that the services rendered by the fund are generally financed through user charges or on a cost reimbursement basis. As a result, timely and current analysis of the Village's utility revenues and expenses within the fund is necessary to ensure the sufficiency of revenues to cover current and future utility expenses which include operating expenses, renewal and replacement expenses, transfers to the General Fund and capacity related expenses.

Based on the completed utility rate study and direction provided by the Village Council, the Public Service Department is requesting that the following proposed utility rates be implemented over the next four (4) year period:

|  | Fiscal Year<br>(FY) 2021 | Fiscal Year<br>(FY) 2022 | Fiscal Year<br>(FY) 2023 | Fiscal Year<br>(FY) 2024 |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
|--|--------------------------|--------------------------|--------------------------|--------------------------|

|                                       |    |    |    |    |
|---------------------------------------|----|----|----|----|
| Proposed Annual Utility Rate Increase | 1% | 4% | 4% | 4% |
|---------------------------------------|----|----|----|----|

Note: The proposed 5-Year Utility Rate Study (water and sewer) was completed last fiscal year; however, in an effort to assist our utility customers with rising “household” and “business” costs, the Village Council determined that it would be best to hold off on any rate increases for the entire fiscal year. Thus, there was no increase in utility rates for all Village utility customers during FY 2020. This proved helpful to our customers during the COVID-19 pandemic, which was unexpected and this decision by the Council proved to be coincidental, but, helpful to all Village utility customers.

A Public Hearing was held by the Village Council prior to consideration of the 1st Reading of the proposed utility rates ordinance on September 10, 2020. If approved on 1st reading, the proposed ordinance will be considered for 2nd and final reading by the Village Council on September 24, 2020.

The proposed Ordinance was prepared by the Village Attorney and reviewed by the Public Service Director/Engineer, the Assistant Public Service Director/Engineer and the Finance Director.

Note: If approved, the new utility rates will become effective for the services utilized in October 2020 and billed in the month of November 2020.

#### **FISCAL IMPACT:**

The proposed utility rates would be expected to provide revenues sufficient to maintain the Village’s utility operations for the next four (4) fiscal years (FY 2021 to FY 2024).

|                                       | Fiscal Year<br>(FY) 2021 | Fiscal Year<br>(FY) 2022 | Fiscal Year<br>(FY) 2023 | Fiscal Year<br>(FY) 2024 |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Proposed Annual Utility Rate Increase | 1%                       | 4%                       | 4%                       | 4%                       |

#### **ATTACHMENTS:**

Proposed Ordinance No. 2020-15 Adoption of Utility Rates - FY 2021 to FY 2024

2020 Utility Rate Study

2020 Utility Rate Study - August 2020 Workshop Presentation

**ORDINANCE NO. 2020-15**

**AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 78 "UTILITIES", ARTICLE I "IN GENERAL", SECTION 78-1 "SCHEDULE OF FEES" TO PROVIDE FOR CHANGES TO THE VILLAGE'S WATER AND WASTEWATER RATES; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Village is required to have a rate study performed during certain time periods; and,

**WHEREAS**, the Village hired a rate consultant to perform a rate study and propose revised rates to the Village based on the study; and,

**WHEREAS**, the Village Council has determined that it is in the best interest of the Village to adopt the revised rates as recommended by the Village's rate consultant.

**NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA:**

**Section 1.** The foregoing recitals are incorporated herein as true and correct findings of fact of the Village Council and serve as a basis for adoption of this Ordinance.

**Section 2.** Chapter 78 "Utilities", Article I "In General", Section 78-1 "Schedule of fees" is hereby amended as follows:

**Chapter 78 - UTILITIES**

**ARTICLE I. - IN GENERAL**

**Sec. 78-1. - Schedule of fees.**

The fee schedule for this chapter shall be as follows:

- (1) Plans and specifications required for service; expenses for review ....  
\$1,200.00
- (2) Monthly rates and charges:
  - a. Monthly water rates and charges for users of water from the village system within the incorporated municipal limits shall be as follows:
    1. Monthly readiness to serve charge by unit:



## Inside Village (by Unit)

| Customer Class | FY 2014 <del>21</del>              | FY 2015 <del>22</del>              | FY 2016 <del>23</del>              | FY 2017 <del>24</del>              | FY 2018             | FY 2019             |
|----------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------|---------------------|
| Residential    | <del>\$10.04</del> <u>12.39</u>    | <del>\$10.49</del> <u>12.89</u>    | <del>\$10.96</del> <u>13.41</u>    | <del>\$11.45</del> <u>13.95</u>    | <del>\$ 11.97</del> | <del>\$ 12.27</del> |
| Multi-family   | <del>8.03</del> <u>9.91</u>        | <del>8.39</del> <u>10.31</u>       | <del>8.77</del> <u>10.72</u>       | <del>9.16</del> <u>11.15</u>       | <del>9.57</del>     | <del>9.81</del>     |
| Commercial     | <del>35.14</del> <u>Meter size</u> | <del>36.72</del> <u>Meter size</u> | <del>38.37</del> <u>Meter size</u> | <del>40.10</del> <u>Meter size</u> |                     |                     |

Commercial shall be based on meter size beginning October 1, 2017 monthly readiness to serve charge is based on water meter size.

| <u>Meter Size</u>                  | <u>FY 2021</u>                    | <u>FY 2022</u>                    | <u>FY 2023</u>                    | <u>FY 2024</u>     |
|------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|--------------------|
| $\frac{5}{8}$ " or $\frac{3}{4}$ " | <del>\$40.10</del> <u>43.38</u>   | <del>\$41.90</del> <u>45.12</u>   | <del>\$42.95</del> <u>46.92</u>   | <del>\$48.80</del> |
| 1"                                 | <del>\$40.10</del> <u>43.38</u>   | <del>\$41.90</del> <u>45.12</u>   | <del>\$42.95</del> <u>46.92</u>   | <del>48.80</del>   |
| 1 ½"                               | <del>\$75.39</del> <u>81.56</u>   | <del>\$78.78</del> <u>84.82</u>   | <del>\$80.75</del> <u>88.21</u>   | <del>91.74</del>   |
| 2"                                 | <del>\$117.61</del> <u>127.23</u> | <del>\$122.90</del> <u>132.32</u> | <del>\$125.97</del> <u>137.61</u> | <del>143.11</del>  |
| 3"                                 | <del>\$230.52</del> <u>249.38</u> | <del>\$240.89</del> <u>259.36</u> | <del>\$246.91</del> <u>269.73</u> | <del>280.52</del>  |
| 4"                                 | <del>\$357.30</del> <u>386.53</u> | <del>\$373.37</del> <u>401.99</u> | <del>\$382.70</del> <u>418.07</u> | <del>434.79</del>  |
| 6"                                 | <del>\$707.45</del> <u>765.34</u> | <del>\$739.28</del> <u>795.95</u> | <del>\$757.76</del> <u>827.79</u> | <del>860.90</del>  |

## 2. Monthly water consumption charge per 1,000 gallons of metered water:

Monthly Water Consumption Charges  
Inside Village (\$ per 1,000 gallons)

| Customer Class | FY 2014 <del>21</del> | FY 2015 <del>22</del> | FY 2016 <del>23</del> | FY 2017 <del>24</del> | FY 2018            | FY 2019            |
|----------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------|--------------------|
| Residential    |                       |                       |                       |                       |                    |                    |
| Volume blocks  |                       |                       |                       |                       |                    |                    |
| 0—6K           | <del>\$ 2.50</del>    | <del>\$ 2.61</del>    | <del>\$ 2.73</del>    | <del>\$ 2.85</del>    | <del>\$ 2.98</del> | <del>\$ 3.05</del> |

|                                                          |                                   |                                   |                                   |                                   |                    |                    |
|----------------------------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|--------------------|--------------------|
|                                                          | <u>3.08</u>                       | <u>3.20</u>                       | <u>3.33</u>                       | <u>3.46</u>                       |                    |                    |
| 7—20K                                                    | <del>3.25</del> <u>4.02</u>       | <del>3.40</del> <u>4.18</u>       | <del>3.55</del> <u>4.35</u>       | <del>3.71</del> <u>4.52</u>       | 3.88               | <del>3.98</del>    |
| 21K+                                                     | <del>4.00</del> <u>4.95</u>       | <del>4.18</del> <u>5.15</u>       | <del>4.37</del> <u>5.36</u>       | <del>4.57</del> <u>5.57</u>       | 4.78               | 4.90               |
| Multi-family (volume blocks are for each apartment unit) |                                   |                                   |                                   |                                   |                    |                    |
| Volume blocks                                            |                                   |                                   |                                   |                                   |                    |                    |
| 0—4K                                                     | <del>\$ 2.50</del><br><u>3.08</u> | <del>\$ 2.61</del><br><u>3.20</u> | <del>\$ 2.73</del><br><u>3.33</u> | <del>\$ 2.85</del><br><u>3.46</u> | <del>\$ 2.98</del> | <del>\$ 3.05</del> |
| 5—10K                                                    | <del>3.25</del> <u>4.02</u>       | <del>3.40</del> <u>4.18</u>       | <del>3.55</del> <u>4.35</u>       | <del>3.71</del> <u>4.52</u>       | 3.88               | 3.98               |
| 11K+                                                     | <del>4.00</del> <u>4.95</u>       | <del>4.18</del> <u>5.15</u>       | <del>4.37</del> <u>5.36</u>       | <del>4.57</del> <u>5.57</u>       | 4.78               | 4.90               |
|                                                          |                                   |                                   |                                   |                                   |                    |                    |
| Commercial                                               |                                   |                                   |                                   |                                   |                    |                    |
| (actual volume used)                                     | <del>\$ 3.13</del><br><u>3.86</u> | <del>\$ 3.27</del><br><u>4.01</u> | <del>\$ 3.42</del><br><u>4.17</u> | <del>\$ 3.57</del><br><u>4.34</u> | <del>\$ 3.73</del> | <del>\$ 3.82</del> |

- b. Monthly water rates and charges for users of water from the village system, outside the incorporated municipal limits, but within the defined service area:

1. Readiness to serve customer service unit:

Monthly Readiness to Serve Charges  
Outside Village (by Unit)

| Customer Class | FY 2014 <u>21</u>                   | FY 2015 <u>22</u>                   | FY 2016 <u>23</u>                   | FY 2017 <u>24</u>                   | FY 2018             | FY 2019             |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------------------|---------------------|
| Residential    | <del>\$ 12.55</del><br><u>15.48</u> | <del>\$ 13.11</del><br><u>16.10</u> | <del>\$ 13.70</del><br><u>16.74</u> | <del>\$ 14.32</del><br><u>17.41</u> | <del>\$ 14.96</del> | <del>\$ 15.33</del> |
| Multi-Family   | <del>10.04</del> <u>12.39</u>       | <del>10.49</del> <u>12.89</u>       | <del>10.96</del> <u>13.41</u>       | <del>11.45</del> <u>13.95</u>       | 11.97               | 12.27               |
| Commercial     | <del>43.93</del> <u>Meter size</u>  | <del>45.91</del> <u>Meter size</u>  | <del>47.98</del> <u>Meter size</u>  | <del>50.14</del> <u>Meter size</u>  |                     |                     |

Commercial shall be based on meter size beginning October 1, 2017 monthly readiness to serve charge is based on water meter size.

| Meter Size   | FY 2021                          | FY 2022                          | FY 2023                           | FY 2024        |
|--------------|----------------------------------|----------------------------------|-----------------------------------|----------------|
| 5/8" or 3/4" | <del>\$50.14</del> <u>54.25</u>  | <del>\$52.40</del> <u>56.42</u>  | <del>\$53.71</del> <u>58.68</u>   | <u>\$61.03</u> |
| 1"           | <del>\$50.14</del> <u>54.25</u>  | <del>\$52.40</del> <u>56.42</u>  | <del>\$53.71</del> <u>58.68</u>   | <u>61.03</u>   |
| 1 1/2"       | <del>\$94.23</del> <u>101.94</u> | <del>\$98.10</del> <u>106.02</u> | <del>\$100.93</del> <u>110.26</u> | <u>114.67</u>  |

|    |                                   |                                   |                                     |                 |
|----|-----------------------------------|-----------------------------------|-------------------------------------|-----------------|
| 2" | <del>\$147.01</del> <u>159.03</u> | <del>\$153.63</del> <u>165.39</u> | <del>\$157.46</del> <u>172.01</u>   | <u>178.89</u>   |
| 3" | <del>\$288.15</del> <u>311.73</u> | <del>\$301.11</del> <u>324.20</u> | <del>\$308.64</del> <u>337.17</u>   | <u>350.66</u>   |
| 4" | <del>\$442.88</del> <u>483.16</u> | <del>\$466.71</del> <u>502.49</u> | <del>\$478.38</del> <u>522.59</u>   | <u>543.49</u>   |
| 6" | <del>\$884.31</del> <u>956.67</u> | <del>\$924.10</del> <u>994.94</u> | <del>\$947.20</del> <u>1,034.74</u> | <u>1,076.13</u> |

## 2. Monthly water consumption charge per 1,000 gallons of metered water:

Monthly Water Consumption Charge  
Outside Village (\$ per 1,000 gallons)

| Customer Class                                           | FY 2014 <u>21</u>                 | FY 2015 <u>22</u>                 | FY 2016 <u>23</u>                 | FY 2017 <u>24</u>                 | FY 2018            | FY 2019            |
|----------------------------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|--------------------|--------------------|
| Residential                                              |                                   |                                   |                                   |                                   |                    |                    |
| Volume blocks                                            |                                   |                                   |                                   |                                   |                    |                    |
| 0—6K                                                     | \$ <del>3.13</del><br><u>3.86</u> | \$ <del>3.27</del><br><u>4.01</u> | \$ <del>3.42</del><br><u>4.17</u> | \$ <del>3.57</del><br><u>4.34</u> | <del>\$ 3.73</del> | <del>\$ 3.82</del> |
| 7—20K                                                    | <del>4.06</del> <u>5.01</u>       | <del>4.24</del> <u>5.21</u>       | <del>4.43</del> <u>5.42</u>       | <del>4.63</del> <u>5.64</u>       | 4.84               | 4.96               |
| 21K+                                                     | <del>5.00</del> <u>6.19</u>       | <del>5.23</del> <u>6.44</u>       | <del>5.47</del> <u>6.70</u>       | <del>5.72</del> <u>6.97</u>       | 5.98               | 6.13               |
| Multi-family (volume blocks are for each apartment unit) |                                   |                                   |                                   |                                   |                    |                    |
| Volume blocks                                            |                                   |                                   |                                   |                                   |                    |                    |
| 0—4K                                                     | \$ <del>3.13</del><br><u>3.86</u> | \$ <del>3.27</del><br><u>4.01</u> | \$ <del>3.42</del><br><u>4.17</u> | \$ <del>3.57</del><br><u>4.34</u> | <del>\$ 3.73</del> | <del>\$ 3.82</del> |
| 5—10K                                                    | <del>4.06</del> <u>5.01</u>       | <del>4.24</del> <u>5.21</u>       | <del>4.43</del> <u>5.42</u>       | <del>4.63</del> <u>5.64</u>       | 4.84               | 4.96               |
| 11K+                                                     | <del>5.00</del> <u>6.19</u>       | <del>5.23</del> <u>6.44</u>       | <del>5.47</del> <u>6.70</u>       | <del>5.72</del> <u>6.97</u>       | 5.98               | 6.13               |
| Commercial                                               |                                   |                                   |                                   |                                   |                    |                    |
| (actual volume used)                                     | <del>3.91</del> <u>4.83</u>       | <del>4.09</del> <u>5.02</u>       | <del>4.27</del> <u>5.22</u>       | <del>4.46</del> <u>5.43</u>       | 4.66               | 4.78               |

c. At the recommendation of the village manager and subject to council approval, the village may sell water to connections outside the defined service area. Such connections shall be termed large user accounts. Monthly water rates and charges for large user accounts shall be as follows:

## 1. Monthly readiness to serve by number of meters:

Monthly Water Readiness to Serve Charges  
Large Users (per meter)

| Readiness to Serve Charges | FY 2014 <u>21</u> | FY 2015 <u>22</u> | FY 2016 <u>23</u> | FY 2017 <u>24</u> | FY 2018 | FY 2019 |
|----------------------------|-------------------|-------------------|-------------------|-------------------|---------|---------|
|----------------------------|-------------------|-------------------|-------------------|-------------------|---------|---------|

|              |                                   |                                      |                                      |                                      |                     |                     |
|--------------|-----------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|---------------------|---------------------|
| Meter charge | <del>\$719.29</del> <u>888.00</u> | <del>\$751.66</del><br><u>923.52</u> | <del>\$785.48</del><br><u>960.46</u> | <del>\$820.23</del><br><u>998.88</u> | <del>\$857.77</del> | <del>\$879.21</del> |
|--------------|-----------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|---------------------|---------------------|

## 2. Monthly water consumption charge per 1,000 gallons of metered water:

Monthly Water Consumption Charges  
Large Users (\$ per 1,000 gallons)

| Customer Class       | FY<br>2014 <u>21</u>          | FY<br>2015 <u>22</u>          | FY<br>2016 <u>23</u>          | FY<br>2017 <u>24</u>          | <del>FY</del><br>2018 | <del>FY</del><br>2019 |
|----------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-----------------------|-----------------------|
| Large user           |                               |                               |                               |                               |                       |                       |
| (actual volume used) | <del>\$3.18</del> <u>3.92</u> | <del>\$3.32</del> <u>4.08</u> | <del>\$3.47</del> <u>4.24</u> | <del>\$3.63</del> <u>4.41</u> | \$3.79                | \$3.88                |

d. Monthly private fire line and fire hydrant rates and charges for users of the village water system within the incorporated municipal limits shall be a monthly charge related to fire line size:

Monthly Private Fire Protection Service Charges  
Inside Village

| Fire Line Size<br>Inches           | FY 2014 <u>21</u>                   | FY 2015 <u>22</u>                   | FY 2016 <u>23</u>                   | FY 2017 <u>24</u>                    | <del>FY</del><br>2018 | <del>FY</del><br>2019 |
|------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|-----------------------|-----------------------|
| 2                                  | \$<br><del>48.90</del> <u>23.79</u> | \$<br><del>49.75</del> <u>24.74</u> | \$<br><del>20.64</del> <u>25.73</u> | \$<br><del>21.57</del> <u>26.76</u>  | \$<br>22.54           | \$<br>23.55           |
| 3                                  | <del>37.81</del> <u>46.90</u>       | <del>39.51</del> <u>48.78</u>       | <del>41.29</del> <u>50.73</u>       | <del>43.15</del> <u>52.76</u>        | 44.44                 | 46.44                 |
| 4                                  | <del>71.73</del> <u>88.55</u>       | <del>74.96</del> <u>92.09</u>       | <del>78.33</del> <u>95.77</u>       | <del>81.85</del> <u>99.60</u>        | 85.53                 | 87.67                 |
| 6                                  | <del>167.34</del><br><u>206.59</u>  | <del>174.87</del><br><u>214.85</u>  | <del>182.74</del><br><u>223.44</u>  | <del>190.96</del><br><u>232.38</u>   | 199.55                | 204.54                |
| 8                                  | <del>310.78</del><br><u>383.68</u>  | <del>324.77</del><br><u>399.03</u>  | <del>339.38</del><br><u>414.99</u>  | <del>354.65</del><br><u>431.59</u>   | <del>370.61</del>     | <del>379.88</del>     |
| 10                                 | <del>478.11</del><br><u>590.23</u>  | <del>499.62</del><br><u>613.84</u>  | <del>522.10</del><br><u>638.39</u>  | <del>545.59</del><br><u>663.93</u>   | 570.14                | 584.39                |
| 12                                 | <del>741.07</del><br><u>914.90</u>  | <del>774.42</del><br><u>951.50</u>  | <del>809.27</del><br><u>989.56</u>  | <del>845.69</del><br><u>1,029.14</u> | 883.75                | 905.84                |
| Private fire<br>hydrants<br>(each) | <del>167.34</del><br><u>206.59</u>  | <del>174.87</del><br><u>214.85</u>  | <del>182.74</del><br><u>223.44</u>  | <del>190.96</del><br><u>232.38</u>   | 199.55                | 204.54                |

e. Monthly private fire line and hydrant rates and charges for users of the village water system outside the incorporated municipal limits, but within the defined service area and related to fire line size:



Monthly Private Fire Protection Service Charges  
Outside Village

| Fire Line Size<br>Inches           | FY 2014 <del>21</del>                | FY 2015 <del>22</del>                | FY 2016 <del>23</del>                  | FY 2017 <del>24</del>                  | FY 2018             | FY 2019             |
|------------------------------------|--------------------------------------|--------------------------------------|----------------------------------------|----------------------------------------|---------------------|---------------------|
| 2                                  | <del>\$ 23.63</del><br><u>29.73</u>  | <del>\$ 24.69</del><br><u>30.92</u>  | <del>\$ 25.80</del><br><u>32.16</u>    | <del>\$ 26.96</del><br><u>33.45</u>    | <del>\$ 28.17</del> | <del>\$ 29.44</del> |
| 3                                  | <del>47.26-59.49</del>               | <del>49.39-61.87</del>               | <del>51.61-64.34</del>                 | <del>53.93-66.91</del>                 | 56.36               | 58.90               |
| 4                                  | <del>89.64</del><br><u>110.67</u>    | <del>93.67</del><br><u>115.10</u>    | <del>97.89</del><br><u>119.70</u>      | <del>102.30</del><br><u>124.49</u>     | 106.90              | 109.57              |
| 6                                  | <del>209.18</del><br><u>258.25</u>   | <del>218.59</del><br><u>268.58</u>   | <del>228.43</del><br><u>279.32</u>     | <del>238.71</del><br><u>290.49</u>     | 249.45              | 255.69              |
| 8                                  | <del>388.48</del><br><u>479.60</u>   | <del>405.96</del><br><u>498.78</u>   | <del>424.23</del><br><u>518.73</u>     | <del>443.32</del><br><u>539.48</u>     | 463.27              | 474.85              |
| 10                                 | <del>597.63</del><br><u>737.81</u>   | <del>624.52</del><br><u>767.32</u>   | <del>652.62</del><br><u>798.01</u>     | <del>681.99</del><br>829.93            | 712.68              | 730.50              |
| 12                                 | <del>926.32</del><br><u>1,143.59</u> | <del>968.00</del><br><u>1,189.33</u> | <del>1,011.56</del><br><u>1,236.90</u> | <del>1,057.08</del><br><u>1,286.38</u> | 1,104.65            | 1,132.27            |
| Private fire<br>hydrants<br>(each) | <del>209.18</del><br><u>258.25</u>   | <del>218.59</del><br><u>268.58</u>   | <del>228.43</del><br><u>279.32</u>     | <del>238.71</del><br><u>290.49</u>     | 249.45              | 255.69              |

f. Wastewater rates and charges within the village limits:

1. A monthly readiness to serve charge by unit.

Monthly Wastewater Readiness to Serve  
Charges Inside Village (by Unit)

| Customer<br>Class | FY 2014 <del>21</del>                 | FY 2015 <del>22</del>                 | FY 2016 <del>23</del>                 | FY 2017 <del>24</del>                 | FY<br>2018          | FY<br>2019          |
|-------------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------|---------------------|
| Residential       | <del>\$ 9.06</del><br><u>11.20</u>    | <del>\$ 9.47</del><br><u>11.65</u>    | <del>\$ 9.90</del><br><u>12.12</u>    | <del>\$ 10.35</del><br><u>12.60</u>   | <del>\$ 10.82</del> | <del>\$ 11.09</del> |
| Multi-Family      | <del>7.25-8.96</del>                  | <del>7.58-9.32</del>                  | <del>7.92-9.69</del>                  | <del>8.28-10.08</del>                 | 8.65                | 8.87                |
| Commercial        | <del>31.71-Meter</del><br><u>size</u> | <del>33.14-Meter</del><br><u>size</u> | <del>34.63-Meter</del><br><u>size</u> | <del>36.19-Meter</del><br><u>size</u> |                     |                     |
|                   |                                       |                                       |                                       |                                       |                     |                     |

Commercial shall be based on water meter size beginning October 1, 2017 monthly readiness to serve charge is based on water meter size.

| <u>Meter Size</u>                  | <u>FY 2021</u>                    | <u>FY 2022</u>                    | <u>FY 2023</u>                    | <u>FY 2024</u> |
|------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|----------------|
| $\frac{5}{8}$ " or $\frac{3}{4}$ " | <del>\$36.19</del> <u>39.16</u>   | <del>\$37.82</del> <u>40.73</u>   | <del>\$38.77</del> <u>42.36</u>   | <u>\$44.05</u> |
| 1"                                 | <del>\$36.19</del> <u>39.16</u>   | <del>\$37.82</del> <u>40.73</u>   | <del>\$38.77</del> <u>42.36</u>   | <u>44.05</u>   |
| 1 $\frac{1}{2}$ "                  | <del>\$68.03</del> <u>73.61</u>   | <del>\$71.10</del> <u>76.55</u>   | <del>\$72.88</del> <u>79.61</u>   | <u>82.79</u>   |
| 2"                                 | <del>\$106.13</del> <u>114.83</u> | <del>\$110.92</del> <u>119.42</u> | <del>\$113.69</del> <u>124.20</u> | <u>129.17</u>  |
| 3"                                 | <del>\$208.01</del> <u>225.06</u> | <del>\$217.40</del> <u>234.06</u> | <del>\$222.83</del> <u>243.42</u> | <u>253.16</u>  |
| 4"                                 | <del>\$322.42</del> <u>348.84</u> | <del>\$336.97</del> <u>362.79</u> | <del>\$345.39</del> <u>377.30</u> | <u>392.39</u>  |
| 6"                                 | <del>\$638.39</del> <u>683.73</u> | <del>\$660.46</del> <u>711.08</u> | <del>\$676.96</del> <u>739.52</u> | <u>769.10</u>  |

2. Monthly wastewater charge per 1,000 gallons of metered water:

Monthly Wastewater Consumption Charges  
Inside Village (\$ per 1,000 gallons)

| Customer Class | <u>FY 2014</u> <u>21</u>       | <u>FY 2015</u> <u>22</u>       | <u>FY 2016</u> <u>23</u>       | <u>FY 2017</u> <u>24</u>       | <u>FY 2018</u>     | <u>FY 2019</u>     |
|----------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------|--------------------|
| Residential    | <del>\$ 5.88</del> <u>7.26</u> | <del>\$ 6.14</del> <u>7.55</u> | <del>\$ 6.42</del> <u>7.85</u> | <del>\$ 6.71</del> <u>8.16</u> | <del>\$ 7.01</del> | <del>\$ 7.19</del> |
| Multi-Family   | <del>5.88</del> <u>7.26</u>    | <del>6.14</del> <u>7.55</u>    | <del>6.42</del> <u>7.85</u>    | <del>6.71</del> <u>8.16</u>    | <del>7.01</del>    | <del>7.19</del>    |
| Commercial     | <del>5.88</del> <u>7.26</u>    | <del>6.14</del> <u>7.55</u>    | <del>6.42</del> <u>7.85</u>    | <del>6.71</del> <u>8.16</u>    | <del>7.01</del>    | <del>7.19</del>    |

Residential and multi-family accounts shall not be charged for more than 8,000 gallons per dwelling unit per month.

g. Monthly wastewater rates and charges outside the incorporated municipal limits:

1. Monthly readiness to serve charge by unit:

Monthly Wastewater Customer Service Charges  
Outside Village (by unit)

| Customer Class | <u>FY 2014</u> <u>21</u>            | <u>FY 2015</u> <u>22</u>            | <u>FY 2016</u> <u>23</u>            | <u>FY 2017</u> <u>24</u>            | <u>FY 2018</u>      | <u>FY 2019</u>      |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------------------|---------------------|
| Residential    | <del>\$ 11.33</del><br><u>13.99</u> | <del>\$ 11.84</del><br><u>14.55</u> | <del>\$ 12.37</del><br><u>15.13</u> | <del>\$ 12.93</del><br><u>15.74</u> | <del>\$ 13.51</del> | <del>\$ 13.85</del> |
| Multi-Family   | <del>9.06</del> <u>11.20</u>        | <del>9.47</del> <u>11.65</u>        | <del>9.90</del> <u>12.12</u>        | <del>10.35</del> <u>12.60</u>       | <del>10.82</del>    | <del>11.09</del>    |
| Commercial     | <del>39.64</del> <u>Meter Size</u>  | <del>41.42</del> <u>Meter Size</u>  | <del>43.28</del> <u>Meter Size</u>  | <del>45.23</del> <u>Meter Size</u>  |                     |                     |

Commercial ~~shall be based on water meter size beginning October 1, 2017~~ monthly readiness to serve charge is based on water meter size

| <u>Meter Size</u> | <u>FY 2021</u>                    | <u>FY 2022</u>                    | <u>FY 2023</u>                    | <u>FY 2024</u> |
|-------------------|-----------------------------------|-----------------------------------|-----------------------------------|----------------|
| 5/8" or 3/4"      | <del>\$45.23</del> <u>48.93</u>   | <del>\$47.27</del> <u>50.89</u>   | <del>\$48.45</del> <u>52.93</u>   | <u>\$55.05</u> |
| 1"                | <del>\$45.23</del> <u>48.93</u>   | <del>\$47.27</del> <u>50.89</u>   | <del>\$48.45</del> <u>52.93</u>   | <u>55.05</u>   |
| 1 1/2"            | <del>\$85.04</del> <u>92.01</u>   | <del>\$88.88</del> <u>95.69</u>   | <del>\$91.10</del> <u>99.52</u>   | <u>103.50</u>  |
| 2"                | <del>\$132.66</del> <u>143.52</u> | <del>\$138.65</del> <u>149.26</u> | <del>\$142.10</del> <u>155.23</u> | <u>161.44</u>  |
| 3"                | <del>\$260.01</del> <u>281.33</u> | <del>\$271.75</del> <u>292.58</u> | <del>\$278.54</del> <u>304.28</u> | <u>316.45</u>  |
| 4"                | <del>\$403.03</del> <u>436.06</u> | <del>\$421.18</del> <u>453.50</u> | <del>\$431.74</del> <u>471.64</u> | <u>490.51</u>  |
| 6"                | <del>\$797.99</del> <u>854.66</u> | <del>\$825.58</del> <u>888.85</u> | <del>\$846.20</del> <u>924.40</u> | <u>961.38</u>  |

2. Monthly wastewater charge per 1,000 gallons of metered water:

Monthly Wastewater Consumption Charge  
Outside Village (\$ per 1,000 gallons)

| <u>Customer Class</u> | <u>FY 2014</u> <del>21</del>      | <u>FY 2015</u> <del>22</del>      | <u>FY 2016</u> <del>23</del>      | <u>FY 2017</u> <del>24</del>       | <u>FY 2018</u>     | <u>FY 2019</u>     |
|-----------------------|-----------------------------------|-----------------------------------|-----------------------------------|------------------------------------|--------------------|--------------------|
| Residential           | <del>\$ 7.35</del><br><u>9.08</u> | <del>\$ 7.68</del><br><u>9.44</u> | <del>\$ 8.03</del><br><u>9.82</u> | <del>\$ 8.39</del><br><u>10.21</u> | <del>\$ 8.77</del> | <del>\$ 8.99</del> |
| Multi-Family          | <del>7.35</del> <u>9.08</u>       | <del>7.68</del> <u>9.44</u>       | <del>8.03</del> <u>9.82</u>       | <del>8.39</del> <u>10.21</u>       | <u>8.77</u>        | <u>8.99</u>        |
| Commercial            | <del>7.35</del> <u>9.08</u>       | <del>7.68</del> <u>9.44</u>       | <del>8.03</del> <u>9.82</u>       | <del>8.39</del> <u>10.21</u>       | <u>8.77</u>        | <u>8.99</u>        |

Residential and multi-family accounts shall not be charged for more than 8,000 gallons per dwelling unit per month.

Monthly wastewater readiness to serve charges  
large users inside

| <u>Readiness to serve charges</u> | <u>FY 2014</u> <del>21</del>    | <u>FY 2015</u> <del>22</del>    | <u>FY 2016</u> <del>23</del>       | <u>FY 2017</u> <del>24</del>       | <u>FY 2018</u> | <u>FY 2019</u> |
|-----------------------------------|---------------------------------|---------------------------------|------------------------------------|------------------------------------|----------------|----------------|
|                                   | <del>\$31.71</del> <u>39.16</u> | <del>\$33.14</del> <u>40.73</u> | <del>\$34.63</del><br><u>42.36</u> | <del>\$36.19</del><br><u>44.05</u> | <u>\$37.82</u> | <u>\$38.77</u> |
|                                   |                                 |                                 |                                    |                                    |                |                |

Monthly wastewater readiness to serve charges  
large users outside

| <u>Readiness to serve charges</u> | <u>FY 2014</u> <del>21</del> | <u>FY 2015</u> <del>22</del> | <u>FY 2016</u> <del>23</del> | <u>FY 2017</u> <del>24</del> | <u>FY 2018</u> | <u>FY 2019</u> |
|-----------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|----------------|----------------|
|-----------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|----------------|----------------|

|  |                                    |                                    |                                    |                                    |                    |                    |
|--|------------------------------------|------------------------------------|------------------------------------|------------------------------------|--------------------|--------------------|
|  | <del>\$39.64</del><br><u>48.93</u> | <del>\$41.42</del><br><u>50.89</u> | <del>\$43.28</del><br><u>52.93</u> | <del>\$45.23</del><br><u>55.05</u> | <del>\$47.27</del> | <del>\$48.45</del> |
|  |                                    |                                    |                                    |                                    |                    |                    |

The monthly Cross Connection Control Program Fee for users of the water from the village system within the incorporated municipal limits and the outside the incorporated municipal limits, but within the defined village service area, shall be as follows:

Inside Village  
(per assembly unit)

| Commercial | FY 2014 <del>21</del>         | FY 2015 <del>22</del>         | FY 2016 <del>23</del>         | FY 2017 <del>24</del>         | FY 2018           | FY 2019           |
|------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------|-------------------|
|            | <del>\$5.45</del> <u>6.37</u> | <del>\$5.61</del> <u>6.62</u> | <del>\$5.78</del> <u>6.88</u> | <del>\$5.95</del> <u>7.16</u> | <del>\$6.13</del> | <del>\$6.31</del> |
|            |                               |                               |                               |                               |                   |                   |

The aforementioned monthly cross connection control program fee for commercial users of water from the village system within the incorporated municipal limits shall be in addition to any rate or charge otherwise assessed under chapter 78 of the Village Code of Ordinances, including, but not limited to, the monthly readiness to serve charge assessed per unit. The monthly cross connection control program fee is only applicable to those commercial users who have or are required to have a backflow assembly installation at their property.

- h. All applications for water and/or wastewater service shall be accompanied by a deposit based upon the meter size:

Each deposit can be increased based upon the average monthly bill for water and wastewater service times a factor of three, plus an administrative fee of ~~\$40~~35.00.

| Meter Size (inches)                      | Amount                             |
|------------------------------------------|------------------------------------|
| 5/8 or ¾                                 | \$ <del>15</del> <u>70</u> .00     |
| 1                                        | <del>250</del> <u>390</u> .00      |
| 1½                                       | <del>490</del> <u>720</u> .00      |
| 2                                        | <del>980</del> <u>1,100</u> .00    |
| 3                                        | <del>1,840</del> <u>2,030</u> .00  |
| 4                                        | <del>2,710</del> <u>3,350</u> .00  |
| 6                                        | <del>5,420</del> <u>6,630</u> .00  |
| 8                                        | <del>8,430</del> <u>10,570</u> .00 |
| Administrative fee added to each deposit | <del>40</del> <u>35</u> .00        |



Each deposit can be increased based upon the average monthly bill for water and wastewater service times a factor of three, plus an administrative fee of \$4035.00.

(4) Meter connection fees are as follows:

a. Water meter connection fees:

| Meter Size (inches) | Amount                            |
|---------------------|-----------------------------------|
| 5/8 or ¾            | \$ <del>650</del> <u>455</u> .00  |
| 1                   | <del>800</del> <u>560</u> .00     |
| 1½                  | <del>1,000</del> <u>880</u> .00   |
| 2                   | <del>1,250</del> <u>1,155</u> .00 |
| 3                   | *                                 |
| 4                   | *                                 |
| 6                   | *                                 |

\* Connection fees will be determined for each installation by the village manager. Fees will be based on actual costs for meter, related equipment and installation.

b. Water main connections: ~~\$17.00~~20.50 per front foot of abutting property.

c. Wastewater line connections: ~~\$28.00~~19.65 per front foot of abutting property.

d. *Hydrant meter connection fees.* A deposit of \$500.00 for meters smaller than two inches and \$1,000.00 for meters two inches and larger, plus a ~~\$50~~45.00 meter set charge. All hydrant meters shall be billed monthly. The bill shall include the readiness to serve charge based on meter size plus the commercial rate for gallons used. There is a one-year limit on the amount of time a customer may use a hydrant meter.

(5) Capital contributions for connection to the water and wastewater systems shall be as follows:

a. Water system capital contribution fees for connecting to the village's water system shall be:

| Meter Size (Inches) | Equivalent Residential Units (ERUs) | Fiscal Year<br>2014 <u>21</u> —2019 <u>24</u> |
|---------------------|-------------------------------------|-----------------------------------------------|
| 5/8 or ¾            | 1                                   | \$ <del>2,080</del> <u>2,220</u> .00          |
| 1                   | 2.5                                 | <del>5,200</del> <u>5,550</u> .00             |
| 1½                  | 5                                   | <del>10,400</del> <u>11,100</u> .00           |
| 2                   | 10                                  | <del>20,800</del> <u>22,200</u> .00           |
| 3                   | 20                                  | <del>41,600</del> <u>44,400</u> .00           |

|   |    |                               |
|---|----|-------------------------------|
| 4 | 30 | <del>62,400</del> 66,600.00   |
| 6 | 60 | <del>124,800</del> 133,200.00 |
| 8 | 90 | <del>187,200</del> 199,800.00 |
|   |    |                               |

b. Wastewater system capital contribution fees for wastewater service for connections to the portion of the village's wastewater system receiving wholesale wastewater transmission and treatment service from Palm Beach County:

| Meter Size (Inches) | Equivalent Residential Units (ERUs) | Fiscal Year<br>2014 <u>21</u> —2019 <u>24</u> |
|---------------------|-------------------------------------|-----------------------------------------------|
| 5/8 or ¾            | 1                                   | \$ 2,500.00                                   |
| 1                   | 2.5                                 | 6,250.00                                      |
| 1½                  | 5                                   | 12,500.00                                     |
| 2                   | 10                                  | 25,000.00                                     |
| 3                   | 20                                  | 50,000.00                                     |
| 4                   | 30                                  | 75,000.00                                     |
| 6                   | 60                                  | 150,000.00                                    |
| 8                   | 90                                  | 225,000.00                                    |

c. Wastewater system capital contribution fees for wastewater service for connection to the portion of the village's wastewater system receiving wholesale wastewater transmission and treatment service from Lake Worth Utilities Authority.

| Meter Size (Inches) | Equivalent Residential Units (ERUs) | Fiscal Year<br>2014 <u>21</u> —2019 <u>24</u> |
|---------------------|-------------------------------------|-----------------------------------------------|
| 5/8 or ¾            | 1                                   | \$ 2,650.00                                   |
| 1                   | 2.5                                 | 6,625.00                                      |
| 1½                  | 5                                   | 13,250.00                                     |
| 2                   | 10                                  | 26,500.00                                     |
| 3                   | 20                                  | 53,00.00                                      |
| 4                   | 30                                  | 79,500.00                                     |
| 6                   | 60                                  | 159,000.00                                    |
| 8                   | 90                                  | 238,500.00                                    |

(6) Miscellaneous fees for the utility system shall be as follows:

a. Temporary turn off .... \$ ~~60~~45.00

- b. Reconnect fee ....~~60~~55.00
- c. Recheck meter reading .....~~30~~40.00
- d. Meter calibration fee .....~~50~~100.00
- e. Cut lock fee .....~~55~~40.00
- f. Pulled meter fee .....~~75~~65.00
- g. Permit fee .....20.00
- h. Late payment charge .....15.00
- i. Admin charge on deposit .....~~40~~35.00
- j. Transfer fee .....~~20~~40.00
- k. Service charge .....~~20~~45.00
- m. Tampering/prohibited connections fee .....250.00
- n. Returned check fee:
  - Florida Statute Minimum: .....25.00
  - Checks \$50.00—300.00 .....30.00
  - Checks > \$300.00 .....40.00
  - Checks > \$801.00 .....5% Face Value
- o. Broken curb stop .....~~50~~255.00

**Section 3. Codification.** The sections of the ordinance shall be made a part of the Village Code of Laws and ordinances and may be re-numbered or re-lettered to accomplish such, and the word “ordinance” may be changed to “section”, “division”, or any other appropriate word.

**Section 4. Repeal of Conflicting Ordinances.** All Ordinances, Resolutions or parts of Ordinances and Resolutions in conflict herewith are hereby repealed.

**Section 5. Severability.** If any word, clause, sentence, paragraph, section or part thereof contained in this Ordinance is declared to be unconstitutional, unenforceable, void or inoperative by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder of this Ordinance.

**Section 6.**    **Effective Date.** This Ordinance shall become effective immediately upon adoption.

Council Member \_\_\_\_\_, offered the foregoing Ordinance, and moved its adoption. The motion was seconded by Council Member \_\_\_\_\_, and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY READY, MAYOR PRO TEM     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The Mayor thereupon declared this Ordinance approved and adopted by the Village Council of the Village of Palm Springs, Florida, on second reading, the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEVERLY SMITH, MAYOR

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
KIMBERLY WYNN, VILLAGE CLERK

REVIEWED FOR LEGAL FORM AND SUFFICIENCY

\_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY



# VILLAGE OF PALM SPRINGS

## Water and Wastewater Utility Rate Study

Draft Report / August 20, 2020



Kimley»»Horn



IS NOW  
PART OF



RAFTELIS

*DRAFT*

August 20, 2020

Mr. Ronald R. Eyma  
Public Service Director  
Village of Palm Springs  
226 Cypress Lane  
Palm Springs, FL 33461

Subject: **Fiscal Year 2020 Water and Wastewater Utility Rate Study**

Dear Mr. Eyma:

Kimley-Horn and Associates, Inc. (“KHA”) and Raftelis Financial Consultants, Inc. (“Raftelis,” and collectively with KHA, the “Project Team”) is pleased to submit this report for your review and consideration regarding the preparation of a five- (5) year financial forecast (the “Financial Forecast”) for the water and wastewater utility system (the “System”) operations on behalf of the Village of Palm Springs (the “Village”) and evaluation of the retail, miscellaneous, and impact fees and charges. The primary purpose of the development of the Financial Forecast was to identify the ability of the System’s operating revenues (derived essentially from monthly rates for service) to adequately fund the expenditure requirements of the System, including the five- (5) year capital improvement program as identified by the Village. Specifically, the Financial Forecast focuses on the sufficiency of the existing rate revenues to fund the capital improvement program and provide additional information to the Village with respect to the anticipated sources of available funding (i.e., anticipated indebtedness, increased operating margins from future rate adjustments, etc.) for the capital project and major maintenance expenditures identified for the Fiscal Years 2020 through 2024 (the “Forecast Period”).

This attached report includes: i) a summary of the customer and billing statistics and rates for service; ii) a discussion of the significant assumptions used in the development of the Financial Forecast; iii) an analysis of the ability of revenues of the System to meet the estimated operating and capital expenditure requirements; iv) the presentation of the identified financing plan for the current five-year capital program; and v) recommended changes to the amount of the existing rates based on cost of service principals. The analysis is based on detailed financial information provided by Village staff, including but not limited to, customer / property statistical data, annual financial and budgetary data, as well as other information provided by the Village relative to the development of the capital program.

Based on the Financial Forecast as developed by the Project Team, it is recommended that System’s rates should be increased above current Fiscal Year 2020 levels. This is due primarily to provide adequate funding for the capital improvement plan. The recommendations of this study are to: i) adopt a series of annual rate adjustments to be applied to the retail monthly service rates and charges for the Fiscal Years 2021 through 2024. It is anticipated that the recommended rates and fees will be sufficient to maintain operating margins and to assure the continuation of capital re-investment to replace and upgrade System assets to promote long-term rate sustainability.

Events may occur during this projected time period that could have an effect on the financial projections presented in this report, and such effects could be material, which may alter the sufficiency of the recommended rates. As such, it is recommended the Village continue to annually review the System's financial condition to monitor the potential need for rate adjustments in the future.

We appreciate the assistance provided by the Village with respect to the preparation of this report.

Very truly yours,

**Raftelis Financial Consultants, Inc.**

**Ryan Smith**  
*Managing Consultant*

**Michael Noga**  
*Rate Consultant*

RS / dc  
Attachments

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## VILLAGE OF PALM SPRINGS, FLORIDA

FISCAL YEAR 2020 WATER AND WASTEWATER UTILITY RATE STUDY

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## Introduction

On behalf of the Village of Palm Springs's (the "Village") water and wastewater utility system (the "System"), Kimley-Horn and Associates, Inc. ("KHA") and Raftelis Financial Consultants, Inc. ("Raftelis," and, collectively with KHA, the "Project Team") was retained to prepare a five- (5) year financial forecast (the "Financial Forecast") of System operations and develop alternative retail service rates based on the results of such analysis and cost of service principals. Specifically, the Project Team was tasked with analyzing the customer billing attributes and corresponding revenue requirements (expenditure needs) of the System, develop a capital expenditure funding plan, and identify the necessary rate adjustments for the five fiscal year period of 2020 to 2024 and evaluate the corresponding estimated financial position of the System.

The analysis included in this report recognizes a forward-looking projection over the next five years, comprising the Fiscal Years ending September 30, 2020 to 2024 (the "Forecast Period"). The remainder of this report provides a discussion of the Financial Forecast analysis methodology, the water and wastewater rates for service, historical and projected customer statistics or billing determinates, identification of the revenue requirements and estimated sufficiency of the existing rates, and provides a summary of the financial trends and position of the System.

## Financial Forecast Analysis Methodology

In order to evaluate the existing and forecasted financial position of the System the following methodology was recognized:

1. An evaluation of the service area requirements for the water and wastewater system (the "System") was performed. This included a review of recent billing attributes for the customers served by the System such that: i) a representative forecast of System needs from a financial standpoint could be prepared; and ii) a projection of rate revenues consistent with the projected service area needs could be developed.
2. A projection of the Net Revenue Requirements from rates, which equates to the expenditure requirements funded from retail water and wastewater rates, was analyzed. A summary of the definition of the Net Revenue Requirements is summarized below:
 

|   |                                                                          |
|---|--------------------------------------------------------------------------|
| + | Cost of Operation and Maintenance                                        |
| + | Debt Service Payments (Proposed)                                         |
| + | Fund Transfers Payments                                                  |
| + | Capital Project Financing                                                |
| + | Working Capital Reserve Deposits / Financial Compliance                  |
| – | Other Operating Revenue / Working Capital Reserve Use                    |
| – | <u>Interest Income</u>                                                   |
| = | <u>Net Revenue Requirements (Funded from Water and Wastewater Rates)</u> |

3. Included as a component of Net Revenue Requirements was the development of an initial five-year capital expenditure funding plan for a portion of the capital projects identified in the Water and Wastewater Capital improvement program (the “CIP”). The CIP was produced by KHA and Village staff and it identified the projects that should be commenced and completed during the Forecast Period, these projects totaled \$41,743,000.
4. The funding of these improvements recognized the following parameters: i) the use of available operating reserves or other available cash balances as a first priority (above targeted reserve balances); and ii) the recognition of a pay-as-you-go (“PAYGO”) capital funding program (funded by deposits to a capital fund referred to in this report as the Capital Fund from rates) to finance capital projects that benefit the existing rate payers. The use of additional debt / loans was contemplated during the capital funding analysis with Village staff, to fund large expenditures with extended service lives (leveraging of System revenues to reduce annual expenditure funded from rates); However, it was identified that the System could fully fund its capital needs without the issuance of debt, and such leveraging capability should be maintained for potential funding of projects outside of the Forecast Period (past FY-2024).
5. In addition, the cash position of the System was evaluated and taken into consideration through the identification of targeted minimum ending cash balances in order to adequately reserve working capital balances (reduce financial risk) and provide for the anticipated capital funding needs of the System.
6. Prepare an evaluation of the financial position of the System to minimize financial risk, promote a strong credit balance, and to provide for rate sustainability over the long-term.
7. Estimate the necessary System rate adjustments that would be required to fund the identified Net Revenue Requirements, CIP, and meet the overall financial needs of the System.
8. Recommend alternative retail service rates based on information compiled during the Study in order to produce charges that are more consistent with the level of service that is being provided to each customer.

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## Water and Wastewater System Rates

The water and wastewater rates that are currently in effect were adopted by the Village Council on August 28, 2017 pursuant to Ordinance No. 2017-22 (the “Rate Ordinance”) and which became effective immediately upon passage. The rates have not been adjusted since October 1, 2018 (2 years). The existing rates are based on the various attributes of the customer classifications, meter size, and monthly metered water use. The following is a summary of the current annual System rates for service as delineated in the Rate Ordinance:

### Summary of Existing Annual Rates for Water and Wastewater Service

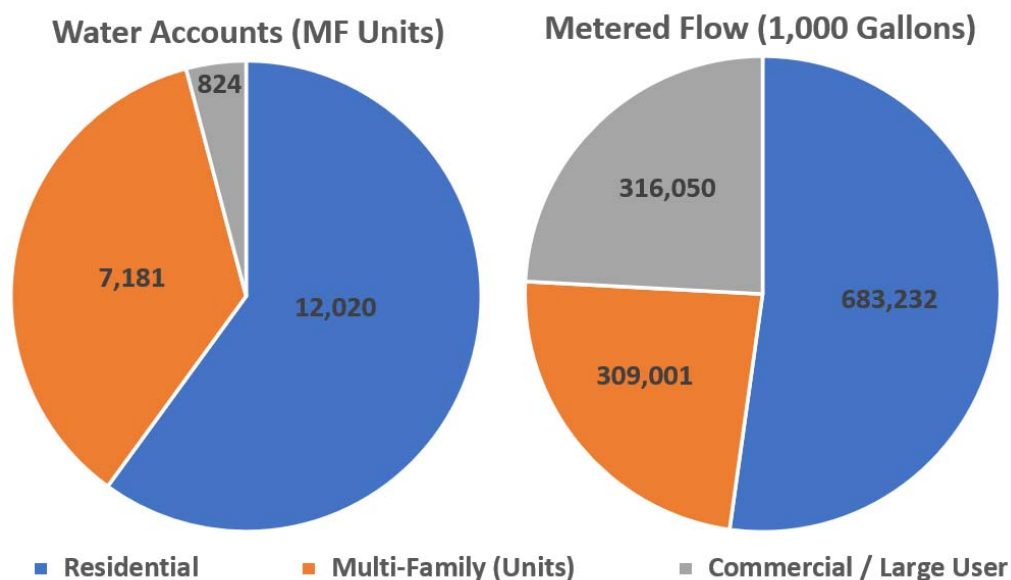
| Customer Class                                 | Water Service | Wastewater Service |
|------------------------------------------------|---------------|--------------------|
| <b>Readiness to Serve Charge</b>               |               |                    |
| Single-Family Residential                      | \$12.27       | \$11.09            |
| Multi-Family Residential                       | 9.81          | 8.87               |
| Commercial – 5/8- or 3/4-Inch Meter            | 42.95         | 38.77              |
| Commercial –1-Inch Meter                       | 42.95         | 38.77              |
| Commercial – 1-1/2-Inch Meter                  | 80.75         | 72.88              |
| Commercial – 2-Inch Meter                      | 125.97        | 113.69             |
| Commercial – 3-Inch Meter                      | 246.91        | 222.83             |
| Commercial – 4-Inch Meter                      | 382.70        | 345.39             |
| Commercial – 6-Inch Meter                      | 757.76        | 676.96             |
| <b>Consumption Charges (Per 1,000 Gallons)</b> |               |                    |
| <u>Single-Family Residential:</u>              |               |                    |
| 0 – 6,000 Gallons                              | \$3.05        | \$7.19             |
| 6,001 – 8,000 Gallons                          | 3.05          | 7.19               |
| 8,001 – 20,000 Gallons                         | 3.98          | N/A                |
| 20,001 Gallons and Above                       | 4.90          | N/A                |
| <u>Multi - Family Residential:</u>             |               |                    |
| 0 – 4,000 Gallons                              | \$3.05        | \$7.19             |
| 4,001 – 8,000 Gallons                          | 3.98          | 7.19               |
| 8,001 – 10,000 Gallons                         | 3.98          | N/A                |
| 10,001 Gallons and Above                       | 4.90          | N/A                |
| <u>Commercial (All Gallons)</u>                | \$3.82        | \$7.19             |



## Customer Demographics and Revenues

As previously mentioned, the existing rates are billed based on the class of customer and the meter size for the commercial customer class. Table 1 at the end of this report summarizes the existing and projected customers based on the customer billing data as provided to the Project Team by the Village and estimates of additional customers from new development within the Village's water and wastewater service area.

The following is a summary of the billing attributes by class based on the evaluation of the Fiscal Year 2019 billing data provided by Village Staff. It should be noted that at the time of the billing evaluation Fiscal Year 2019 represented the most recently completed Fiscal Year for which the revenues had been verified by the Village's external Auditors. The projections included in Tables 1 and 2 provide the basis of the calculation of the existing and future revenues from existing rates as shown on Table 7. The charts below summarize the estimated Fiscal Year 2020 water accounts and metered flow:



As can be seen above, the Residential Customer Classes (Single-Family and Multi-Family) comprise approximately 96% of the total estimated accounts, and the remaining 4% of accounts are comprised of commercial customers and one large user. However, the commercial class and large user represented approximately 24% of the metered water flow (which has a direct correlation to revenue). Additionally, it should be noted that the average commercial account used approximately 25,000 gallons of water per month as compared to a single-family residential customer who used 4,400 gallons of water per month. Based on discussions with Village staff and a review of the vacant parcels within the Village's service territory, a minor amount of new development (customer growth) has been recognized. During the Forecast Period, Raftelis recognized on average 31 accounts per year which represents less than 0.25% growth per year.

The majority, or approximately 94% of the Village's customers receive both water and wastewater service, and the wastewater consumption patterns are generally consistent with water. A summary of the wastewater customers and consumption characteristics can be found on Table 2 at the end of this Report.

Based on the customer demographics as discussed in the previous section, the projected revenues from System rates for the Forecast Period can be found on Table 7 at the end of this Report, and are summarized below:

### Summary of Projected Revenues from Existing Water and Wastewater Rates [1] [2]

| Description                                               | Fiscal Year Ending September 30, |                            |                            |                            |                            |
|-----------------------------------------------------------|----------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
|                                                           | 2020                             | 2021                       | 2022                       | 2023                       | 2024                       |
| <b>Water System Rate Revenue [3]</b>                      |                                  |                            |                            |                            |                            |
| Single-Family Residential                                 | \$4,419,172                      | \$4,456,735                | \$4,460,414                | \$4,464,094                | \$4,467,773                |
| Multi-Family Residential                                  | 2,160,399                        | 2,165,310                  | 2,174,593                  | 2,174,593                  | 2,174,593                  |
| Commercial                                                | 1,665,300                        | 1,668,467                  | 1,671,635                  | 1,674,803                  | 1,677,970                  |
| Large User                                                | 265,393                          | 265,393                    | 265,393                    | 265,393                    | 265,393                    |
| <b>Total Water System Rate Revenue</b>                    | <b>\$8,510,264</b>               | <b>\$8,555,905</b>         | <b>\$8,572,035</b>         | <b>\$8,578,882</b>         | <b>\$8,585,729</b>         |
| <b>Wastewater System Rate Revenue [3]</b>                 |                                  |                            |                            |                            |                            |
| Single-Family Residential                                 | \$5,799,645                      | \$5,819,003                | \$5,824,266                | \$5,829,529                | \$5,834,792                |
| Multi-Family Residential                                  | 3,311,875                        | 3,325,993                  | 3,340,111                  | 3,340,111                  | 3,340,111                  |
| Commercial                                                | 2,073,990                        | 2,078,903                  | 2,083,816                  | 2,088,729                  | 2,093,642                  |
| <b>Total Wastewater System Rate Revenue</b>               | <b>\$11,185,510</b>              | <b>\$11,223,900</b>        | <b>\$11,248,194</b>        | <b>\$11,258,370</b>        | <b>\$11,268,546</b>        |
| <b>Combined Water and Wastewater System Rate Revenues</b> | <b><u>\$19,695,774</u></b>       | <b><u>\$19,779,804</u></b> | <b><u>\$19,820,229</u></b> | <b><u>\$19,837,252</u></b> | <b><u>\$19,854,275</u></b> |

[1] Amounts shown derived from information included on Table 7 at the end of this Report.

[2] Amounts shown calculated based on the existing water and wastewater rates in effect during Fiscal Year 2020 and does not include any additional revenues from recommended rate adjustments as discussed later in this Report.

[3] Amounts shown include revenues received from customers located inside and outside the Village's jurisdictional boundaries. It should be noted that the Village charges a 25% surcharge for all services rendered outside the Village's jurisdictional boundaries, which is allowed under Florida statute.

## Projections of System Operating Results

For the purpose of the Financial Forecast and as previously mentioned, a projected five-year study period has been utilized for the determination of the water and wastewater system revenue requirements. The objective of using this Forecast Period is to determine the potential rate levels that will ensure continuing and adequate service to meet future period requirements. It was determined that the revenue requirements for this analysis would be predicated on the projected utility costs for the period ending September 30, 2024 (previously defined as the "Forecast Period"). This forecast of System operations was prepared in order to provide a general surety to the Village that the water and wastewater rates would be adequate in the future to meet all of the estimated System expenditure needs, satisfy any bond / loan rate covenant requirements, and to fully fund the capital improvement program as determined with the Village by the Project team during the course of this study.

The classification of revenue requirements can be organized into five main categories: i) operation and maintenance expenses (adjusted to exclude depreciation and amortization expenses); ii) annual principal and interest payments on existing debt; iii) funding of the capital improvement program; and iv) deposits to working capital reserves and other funds to maintain or meet management objectives / policies regarding financial position (reduce financial risk and promote creditworthiness of System). The sum of these payments represents the gross revenue requirements of the System that are to be recovered from the available financial resources of the System, including rate revenues, other operating revenues, interest income, and available cash reserves.

The development of the estimated revenue requirements for the Village's water and wastewater system required several assumptions and considerations, and the preparation of certain analyses relative to utility operations. The historical Fiscal Year 2019 operating results along with the adopted Fiscal Year 2020 Budget and year-to-date (through June 2020) operating results served as the basis for the revenue requirement projections. For Fiscal Year 2020, the Village provided the Project Team with a copy of the adopted budget, which after certain adjustments to reflect year-to-date results and known or anticipated changes and assumptions, served as the basis of the projection of the revenue requirements for the Forecast Period. Based on the forecast of customer system billing determinates, the assumptions and considerations set forth below with respect to the determination of projected water and wastewater system expenditures, the rate revenue surplus / (deficiencies) are anticipated to be as follows:

### Water and Wastewater System Revenue Sufficiency – For the Forecast Period [1]

| Fiscal Year | Estimated Revenues Under Existing Rates | Total Revenue Requirements | Annual Surplus / (Deficiency) | Recommended Rate Adjustments | Surplus / (Deficiency) After Adjustments |
|-------------|-----------------------------------------|----------------------------|-------------------------------|------------------------------|------------------------------------------|
| 2020        | \$20,694,566                            | \$20,924,610               | (\$230,045)                   | 0.00%                        | (\$230,045)                              |
| 2021        | 20,638,281                              | 20,636,617                 | 1,664                         | 1.00%                        | 199,462                                  |
| 2022        | 20,619,748                              | 21,205,850                 | (586,103)                     | 4.00%                        | 412,837                                  |
| 2023        | 20,596,219                              | 21,866,470                 | (1,270,251)                   | 4.00%                        | 563,029                                  |
| 2024        | 20,598,800                              | 22,633,827                 | (2,035,027)                   | 4.00%                        | 667,391                                  |

[1] Amounts shown derived from Table 7 at the end of this report.

[2] Anticipated System revenue includes effects of the 2020 Rate Adjustment.

[3] Revenue requirements represent the amount of gross revenue requirements of the System. Amounts shown include deposits to the operating and capital reserves to the extent available which have been used for funding the capital improvement program.

As illustrated in the above table and seen in greater detail on Table 7 at the end of this Report, the existing rates for service are not anticipated to provide sufficient revenue to fully fund the revenue requirements of the System. It is recommended that the Village consider adopting a four- (4) year rate adjustment plan in order to provide sufficient revenues to meet the needs of the System.

## Principal Considerations and Assumptions Regarding Projected Operating Results

In making the projections and estimates summarized in this report, the principal considerations and assumptions made by us and the principal information and assumptions provided to us, or prepared by others, include the following:

1. The Adopted Fiscal Year 2020 Budget served as the basis for the financial forecast of operating expenses. Based on discussions with Village staff and a detailed review of actual reported operating expenses for the recent historical period, the Fiscal Year Budget was considered as being reasonable and could be relied upon in the determination of the expenditure needs of the System.
2. Projected revenues from current rates and charges for the Village's water and wastewater system was based on the schedule of existing rates as adopted by the Village Council pursuant to Ordinance No.17-22 (previously defined as the "Rate Ordinance"). Such rates were utilized in the calculation of the 2020 rate revenues and projected revenues under existing rates for the remainder of the Forecast Period. These rates served as support for the development of the recommended rate adjustments for Fiscal Year 2021 through 2024. A summary of projected sales revenues under existing and rates for monthly service is was previously discussed in this report.

3. The projected direct and indirect operation and maintenance expenses as presented in Table 3 were escalated for the Forecast Period based upon the application of several different escalation factors. Each expense projection was predicated on: i) the nature of the expense; ii) historical cost indices for similar expenses as published by the Bureau of Labor Statistics and the Congressional Budget Office; iii) review of the contractual arrangements of the System regarding the specific expense; and iv) discussions with Village staff. A summary of the escalation factors can be found on Table 4 at the end of this report. It should be noted that the overall effect of the chosen escalation factors increased the direct and indirect operating expenses by an annual compounded rate of approximately 2.98%.
4. The Village's single largest expense is wholesale wastewater treatment. This cost is estimated to average approximately \$3,450,000 annually during the Forecast Period. The Village relies on wholesale wastewater treatment services for all of its wastewater treatment needs. Currently the Village receives these services from two wholesale providers: i) the City of Lake Worth; and ii) Palm Beach County. The projection of the wholesale wastewater treatment expenses for the Forecast Period were developed based on: i) historical wholesale wastewater treatment statistics; ii) a review of the agreements for whole service between the Village and each of the wholesale providers; iii) the projected wastewater treatment requirements as calculated on Table 2 of this Report; and iv) discussions with Village staff about the future needs of the wastewater system. The calculation of projected wholesale wastewater purchases can be found on Table 5 at the end of this Report and is summarized below:

| Description                                   | Fiscal Year Ending September 30, |                    |                    |                    |                    |
|-----------------------------------------------|----------------------------------|--------------------|--------------------|--------------------|--------------------|
|                                               | 2020                             | 2021               | 2022               | 2023               | 2024               |
| <b>Wholesale Wastewater Treatment Expense</b> |                                  |                    |                    |                    |                    |
| Provider - Palm Beach County                  |                                  |                    |                    |                    |                    |
| Wastewater Treated (1,000 of Gallons)         | 273,750                          | 273,750            | 273,750            | 273,750            | 273,750            |
| Average Treatment Rate                        | \$3.10                           | \$3.17             | \$3.23             | \$3.30             | \$3.37             |
| Treatment Expense – Palm Beach County         | \$848,625                        | \$867,295          | \$885,508          | \$904,104          | \$922,186          |
| Provider – Lake Worth                         |                                  |                    |                    |                    |                    |
| Wastewater Treated (1,000 of Gallons)         | 900,078                          | 904,274            | 907,043            | 908,111            | 909,178            |
| Average Treatment Rate                        | \$3.27                           | \$2.63             | \$2.68             | \$2.74             | \$2.80             |
| Treatment Expense – Lake Worth                | \$2,939,572                      | \$2,373,836        | \$2,433,061        | \$2,490,014        | \$2,546,227        |
| <b>Combined Wastewater Treatment Expense</b>  | <b>\$3,788,197</b>               | <b>\$3,241,131</b> | <b>\$3,318,569</b> | <b>\$3,394,118</b> | <b>\$3,468,413</b> |

[1] Amounts shown derived from information included on Table 5 at the end of this Report.

5. The System currently has one outstanding senior lien debt obligation, the Fiscal Year 2013 Promissory Note. The Village entered into agreement with SunTrust Bank for a Loan in the principal amount of \$14,352,351 in order to refinance a prior debt and provide funding for certain capital improvements. The Promissory Note carries an average coupon rate of 2.39%, level semiannual debt service payments of \$471,117.50 (\$942,235 annually) due on May 1<sup>st</sup> and November 1<sup>st</sup> of each year; and, matures on May 1, 2033. As of the date of this Report the Village has \$10,207,120 of outstanding principal balance on the Promissory Note. No Additional debt was assumed during this evaluation. Should the actual operating results or capital improvement program differ materially from what is included in this Report, the Village may reconsider the issuance of additional debt.



6. In order to promote the going concern of the System and to provide a funding mechanism to replace utility plant as it reaches its useful life, the Financial Forecast assumes the annual funding of a deposit from rates into a dedicated or separate capital account referenced as the Capital Fund. In the development of the Financial Forecast and to annually provide funds for capital reinvestment (i.e., pay-as-you-go or “PAYGO” funding), it was assumed that the Village would deposit annually an amount averaging \$4,200,000 for the Forecast Period from the Gross Revenues received by the System. Such deposits were based varied based on the estimated level of surplus and capital projects during such Fiscal Year. Table 7 provides a summary the assumed deposits amounts to the Capital Fund for the Forecast Period. It was assumed that the deposits would be used to fund the capital improvement program as shown on Table 6 at the end of this Report, which allowed the Village to circumvent the need to issue debt.

The following is a summary of the annual deposits to the Capital Fund that were recognized during the Forecast Period:

**Summary of Deposits to the Capital Fund –  
For the Forecast Period [1]**

| Fiscal Year | Estimated Deposits |
|-------------|--------------------|
| 2020        | \$3,999,584        |
| 2021        | 4,026,069          |
| 2022        | 4,176,097          |
| 2023        | 4,331,694          |
| 2024        | 4,498,988          |

[1] Amounts shown derived from Table 7.

7. Investment income on funds and accounts created by the Village or as assumed in this report were estimated based on projected average fund balances and assumed investment or interest rate of approximately 1.00% during the Forecast Period based on discussions with Village management. The interest rates have been applied to estimated balances, if any, in the Operating Fund (cash reserves) and the Capital Fund. Table 8 provides a summary of the transfers in and out of each fund / account, interest earned on the average cash balances on deposit in such funds, and corresponding ending cash balances for each fund / account maintained by the Village.
8. The capital improvement program for the water and wastewater system was based on: i) recommendations from the Village’s consulting engineer; ii) an onsite evaluation of the water and wastewater fixed assets and facilities as conducted by the Project Team; and iii) information provided by and discussions with the Village regarding the operations and needs of the System. Table 6 at the end of this report provides a detailed listing of the capital projects for the System for the five-year Forecast Period and includes the anticipated funding sources for each.

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Based on the Project Team evaluations and discussions with Village staff, a Capital Improvement Program (the “CIP”) beginning with the Fiscal Year 2020 identified infrastructure projects based on an evaluation by KHA of the existing capital assets of the system and potential future regulatory requirements. The timing, priority, and funding of such capital needs were developed with the guidance of Village staff and to limit the need to issue future indebtedness for the System. The following is a summary of capital assumed in the development of the financial forecast:

### Summary of Forecasted Capital Improvement Program [1]

| Description                       | Fiscal Year Ending September 30, |                     |                     |                    |                    |
|-----------------------------------|----------------------------------|---------------------|---------------------|--------------------|--------------------|
|                                   | 2020                             | 2021                | 2022                | 2023               | 2024               |
| Capital Projects                  |                                  |                     |                     |                    |                    |
| <b>Water Treatment and Supply</b> | \$3,540,000                      | \$4,135,000         | \$3,675,000         | \$910,000          | \$1,640,000        |
| Water Distribution                | 832,000                          | 1,604,000           | 3,230,000           | 4,905,000          | 3,902,000          |
| <b>Wastewater Collection</b>      | 2,127,000                        | 3,984,000           | 4,253,000           | 1,020,000          | 870,000            |
| Miscellaneous                     | 671,000                          | 295,000             | 50,000              | 50,000             | 50,000             |
| <b>Total Capital Projects</b>     | <b>\$7,170,000</b>               | <b>\$10,018,000</b> | <b>\$11,208,000</b> | <b>\$6,885,000</b> | <b>\$6,462,000</b> |

[1] Amounts shown derived from information provided on Table 6 at the end of this Report.

As can be seen above, the capital needs of the System are projected to be approximately \$41,743,000 for the Forecast Period.

It is recommended that the System continue to principally employ the pay-as-you-go funding strategy, where practical for the overall betterment of the System. This funding methodology is recommended particularly for programs that are approaching for which the majority of projects are identified for the benefit the existing customers of the System.

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## Projected Operating Results

Based on the principal considerations and assumptions delineated above, and the recognition of recommended rate adjustments, it is anticipated that the water and wastewater monthly service rates should be adequate to fund the estimated revenue requirements. The presentation of the revenue requirements and the overall sufficiency of rates is shown on Table 7 and is summarized below:

### Summary of Projected Operating Results and Revenue Sufficiency – For the Forecast Period [1]

|                                             | Fiscal Year Ending September 30 |                  |                  |                  |                  |
|---------------------------------------------|---------------------------------|------------------|------------------|------------------|------------------|
|                                             | 2020                            | 2021             | 2022             | 2023             | 2024             |
| Operating Expenses                          | \$15,982,792                    | \$15,668,313     | \$16,087,518     | \$16,592,540     | \$17,192,603     |
| Debt Service                                | 942,235                         | 942,235          | 942,235          | 942,235          | 942,235          |
| Capital Fund Deposits                       | 3,999,584                       | 4,026,069        | 4,176,097        | 4,331,694        | 4,498,988        |
| Total Gross Revenue Requirements            | \$20,924,610                    | \$20,636,617     | \$21,205,850     | \$21,866,470     | \$22,633,827     |
| Less: Other Revenues                        | (998,792)                       | (858,477)        | (799,519)        | (758,967)        | (744,525)        |
| Net Revenue Requirements                    | \$19,925,818                    | \$19,778,141     | \$20,406,331     | \$21,107,503     | \$21,889,302     |
| Revenues from Rates (including Adjustments) | \$19,695,774                    | \$19,977,602     | \$20,819,168     | \$21,670,531     | \$22,556,692     |
| Amounts Available for Other Purposes        | <u>(\$230,045)</u>              | <u>\$199,462</u> | <u>\$412,837</u> | <u>\$563,029</u> | <u>\$667,391</u> |

As can be seen above and shown in more detail on Table 7, the rate revenues with the application of the recommended rate adjustments, are anticipated to be sufficient to adequately fund the identified revenue requirements of the System.

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## Recommendations

In order to maintain the creditworthiness and financial position of the System and to fully fund the projected revenue requirements as discussed in this report, the Project Team has prepared the following recommendation for consideration by the Village:

1. The Village should adopt the following schedule of rate adjustments for the Fiscal Years 2021, 2022, 2023, and 2024 in order to provide sufficient revenues to fully fund the identified revenue requirements for the Forecast Period, provide Pay-Go funding for the Capital Improvement Program, and defer the need to issue debt to fund the capital projects. The following table presents the recommended rate adjustments for each Fiscal Year:

**Recommended Water and Wastewater Rate Adjustments**

| Customer Class                                                                                | 2021        | 2022        | 2023        | 2024        |
|-----------------------------------------------------------------------------------------------|-------------|-------------|-------------|-------------|
| <b>Annual Adjustment to All Monthly Retail Water and Wastewater Service Rates and Charges</b> | <b>1.0%</b> | <b>4.0%</b> | <b>4.0%</b> | <b>4.0%</b> |

2. Recognizing that the proposed rates as reflected in this study represent an increase in the rates charged for utility service and pursuant to Florida Statutes, Chapter 180.136, the Village will need to notice the proposed increase to each customer of the utility through the utility's billing process. The notice needs to state the date, time, and place of the Town's meeting at which the proposed rates will be considered
3. In order to provide sufficient internal funding of the Capital Improvement Program it is recommended that the Village deposit approximately 20% of such Fiscal Year's annual rate revenues into a designated capital fund. Based on the assumptions and results of this Report, it has been identified that this level of deposit will reduce the potential need to issue debt and will provide a stable funding source to allow Village staff to plan each year's capital projects.

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**Table 1 – Summary of Existing and Projected Water Customer Statistics**

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**Table 5 – Calculation of Projected Wholesale Wastewater Purchases**

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**Table 8 – Calculation of Fund (Cash) Balances and Investment Income**

**Table 9 – Comparison of Monthly Residential Bill for Water Service**

**Table 10 – Comparison of Monthly Residential Bill for Wastewater Service**

**Table 11 – Comparison of Monthly Residential Bill for Combined Water and Wastewater Service**

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study

Summary of Existing and Projected Water Customer Statistics

| Line No                                          | Description                                      | Projected - Fiscal Year Ending September 30, |           |           |           |           |
|--------------------------------------------------|--------------------------------------------------|----------------------------------------------|-----------|-----------|-----------|-----------|
|                                                  |                                                  | 2020                                         | 2021      | 2022      | 2023      | 2024      |
| <b>Inside Village Customers</b>                  |                                                  |                                              |           |           |           |           |
| <u>Residential</u>                               |                                                  |                                              |           |           |           |           |
| 1                                                | Estimated Unit / Account Growth:                 | 6                                            | 6         | 6         | 6         | 6         |
| 2                                                | Average Annual Customer Accounts                 | 7,048                                        | 7,054     | 7,060     | 7,066     | 7,072     |
| 3                                                | Average Annual ERCs                              | 7,048                                        | 7,054     | 7,060     | 7,066     | 7,072     |
| 4                                                | Annual Water Flows (000's)                       | 370,007                                      | 370,322   | 370,637   | 370,952   | 371,267   |
| 5                                                | Average Monthly Water Flows Per Account          | 4,375                                        | 4,375     | 4,375     | 4,375     | 4,375     |
| <u>Multi-Family</u>                              |                                                  |                                              |           |           |           |           |
| 6                                                | Estimated Account Growth                         | 1                                            | 0         | 0         | 0         | 0         |
| 7                                                | Estimated Unit Growth                            | 32                                           | 32        | 32        | 0         | 0         |
| 8                                                | Average Annual Accounts                          | 109                                          | 109       | 109       | 109       | 109       |
| 9                                                | Average Annual Units                             | 2,251                                        | 2,283     | 2,315     | 2,315     | 2,315     |
| 10                                               | Average Annual ERCs                              | 1,801                                        | 1,826     | 1,852     | 1,852     | 1,852     |
| 11                                               | Annual Water Flows (000's)                       | 116,143                                      | 117,794   | 119,445   | 119,445   | 119,445   |
| 12                                               | Average Monthly Water Flows Per Unit             | 4,300                                        | 4,300     | 4,300     | 4,300     | 4,300     |
| <u>Commercial</u>                                |                                                  |                                              |           |           |           |           |
| 13                                               | Estimated 5/8" Metered Customer Growth           | 1                                            | 1         | 1         | 1         | 1         |
|                                                  | Average Annual Accounts (Meter Sizes)            |                                              |           |           |           |           |
| 14                                               | 5/8" or 3/4" Metered Customers                   | 325                                          | 326       | 327       | 328       | 329       |
| 15                                               | 1" Metered Customers                             | 118                                          | 118       | 118       | 118       | 118       |
| 16                                               | 1.5" Metered Customers                           | 53                                           | 53        | 53        | 53        | 53        |
| 17                                               | 2" Metered Customers                             | 58                                           | 58        | 58        | 58        | 58        |
| 18                                               | 3" Metered Customers                             | 4                                            | 4         | 4         | 4         | 4         |
| 19                                               | 4" Metered Customers                             | 4                                            | 4         | 4         | 4         | 4         |
| 20                                               | Total Average Annual Accounts                    | 562                                          | 563       | 564       | 565       | 566       |
| 21                                               | Average Annual ERCs                              | 2,700                                        | 2,704     | 2,707     | 2,711     | 2,714     |
| 22                                               | Annual Water Flows (000's)                       | 166,051                                      | 166,266   | 166,482   | 166,697   | 166,912   |
| 23                                               | Average Monthly Water Flows Per Account          | 24,622                                       | 24,610    | 24,598    | 24,587    | 24,575    |
| 24                                               | Average Monthly Water Flows Per ERC              | 5,125                                        | 5,125     | 5,125     | 5,125     | 5,125     |
| <b>Outside Village Customers</b>                 |                                                  |                                              |           |           |           |           |
| <u>Residential</u>                               |                                                  |                                              |           |           |           |           |
| 25                                               | Estimated Unit / Account Growth:                 | 26                                           | 26        | 4         | 4         | 4         |
| 26                                               | Average Annual Customer Accounts                 | 4,972                                        | 4,998     | 5,002     | 5,006     | 5,010     |
| 27                                               | Average Annual ERCs                              | 6,215                                        | 6,247     | 6,252     | 6,257     | 6,262     |
| 28                                               | Annual Water Flows (000's)                       | 313,226                                      | 314,864   | 315,116   | 315,368   | 315,620   |
| 29                                               | Average Monthly Water Flows Per Account          | 5,250                                        | 5,250     | 5,250     | 5,250     | 5,250     |
| <u>Multi-Family</u>                              |                                                  |                                              |           |           |           |           |
| 30                                               | Estimated Account Growth                         | 0                                            | 0         | 0         | 0         | 0         |
| 31                                               | Estimated Unit Growth                            | 0                                            | 0         | 0         | 0         | 0         |
| 32                                               | Average Annual Accounts                          | 151                                          | 151       | 151       | 151       | 151       |
| 33                                               | Average Annual Units                             | 4,930                                        | 4,930     | 4,930     | 4,930     | 4,930     |
| 34                                               | Average Annual ERCs                              | 4,930                                        | 4,930     | 4,930     | 4,930     | 4,930     |
| 35                                               | Annual Water Flows (000's)                       | 192,858                                      | 192,858   | 192,858   | 192,858   | 192,858   |
| 36                                               | Average Monthly Water Flows Per Unit             | 3,260                                        | 3,260     | 3,260     | 3,260     | 3,260     |
| <u>Commercial</u>                                |                                                  |                                              |           |           |           |           |
| 37                                               | Estimated 5/8" Metered Customer Growth           | 1                                            | 1         | 1         | 1         | 1         |
|                                                  | Average Annual Accounts (Meter Sizes)            |                                              |           |           |           |           |
| 38                                               | 5/8" or 3/4" Metered Customers                   | 172                                          | 173       | 174       | 175       | 176       |
| 39                                               | 1" Metered Customers                             | 46                                           | 46        | 46        | 46        | 46        |
| 40                                               | 1.5" Metered Customers                           | 17                                           | 17        | 17        | 17        | 17        |
| 41                                               | 2" Metered Customers                             | 20                                           | 20        | 20        | 20        | 20        |
| 42                                               | 3" Metered Customers                             | 4                                            | 4         | 4         | 4         | 4         |
| 43                                               | 4" Metered Customers                             | 2                                            | 2         | 2         | 2         | 2         |
| 44                                               | Total Average Annual Accounts                    | 261                                          | 262       | 263       | 264       | 265       |
| 45                                               | Average Annual ERCs                              | 1,530                                        | 1,534     | 1,539     | 1,543     | 1,547     |
| 46                                               | Annual Water Flows (000's)                       | 89,042                                       | 89,297    | 89,552    | 89,807    | 90,062    |
| 47                                               | Average Monthly Water Flows Per Account          | 28,430                                       | 28,402    | 28,375    | 28,348    | 28,321    |
| 48                                               | Average Monthly Water Flows Per ERC              | 4,850                                        | 4,850     | 4,850     | 4,850     | 4,850     |
| <b>Large User - Outside Defined Service Area</b> |                                                  |                                              |           |           |           |           |
| 49                                               | Average Annual Accounts (No. of Metering Points) | 3                                            | 3         | 3         | 3         | 3         |
| 50                                               | Average Annual ERCs (1 ERC = 250 GPD)            | 668                                          | 668       | 668       | 668       | 668       |
| 51                                               | Annual Water Flows (000's)                       | 60,957                                       | 60,957    | 60,957    | 60,957    | 60,957    |
| <b>Total Water System</b>                        |                                                  |                                              |           |           |           |           |
| 52                                               | Average Annual Customers / Accounts              | 20,026                                       | 20,092    | 20,136    | 20,148    | 20,160    |
| 53                                               | Average Annual ERCs                              | 24,891                                       | 24,963    | 25,008    | 25,026    | 25,045    |
| 54                                               | Annual Water Sales (000's)                       | 1,308,284                                    | 1,312,358 | 1,315,047 | 1,316,084 | 1,317,121 |
| 55                                               | Estimated Water Produced (000's)                 | 1,393,322                                    | 1,397,662 | 1,400,525 | 1,401,629 | 1,402,734 |

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study

Summary of Existing and Projected Wastewater Customer Statistics

| Line No                          | Description                                  | Projected - Fiscal Year Ending September 30, |           |           |           |           |
|----------------------------------|----------------------------------------------|----------------------------------------------|-----------|-----------|-----------|-----------|
|                                  |                                              | 2020                                         | 2021      | 2022      | 2023      | 2024      |
| <b>Inside Village Customers</b>  |                                              |                                              |           |           |           |           |
| <u>Residential</u>               |                                              |                                              |           |           |           |           |
| 1                                | Estimated Unit / Account Growth:             | 6                                            | 6         | 6         | 6         | 6         |
| 2                                | Average Annual Customer Accounts             | 7,006                                        | 7,012     | 7,018     | 7,024     | 7,030     |
| 3                                | Average Annual ERCs                          | 7,006                                        | 7,012     | 7,018     | 7,024     | 7,030     |
| 4                                | Annual Wastewater Flows (000's)              | 367,819                                      | 368,134   | 368,449   | 368,764   | 369,079   |
| 5                                | Average Monthly Wastewater Flows Per Account | 4,375                                        | 4,375     | 4,375     | 4,375     | 4,375     |
| <u>Multi-Family</u>              |                                              |                                              |           |           |           |           |
| 6                                | Estimated Account Growth                     | 1                                            | 0         | 0         | 0         | 0         |
| 7                                | Estimated Unit Growth                        | 32                                           | 32        | 32        | 0         | 0         |
| 8                                | Average Annual Accounts                      | 108                                          | 108       | 108       | 108       | 108       |
| 9                                | Average Annual Units                         | 2,203                                        | 2,235     | 2,267     | 2,267     | 2,267     |
| 10                               | Average Annual ERCs                          | 1,762                                        | 1,788     | 1,813     | 1,813     | 1,813     |
| 11                               | Annual Wastewater Flows (000's)              | 113,653                                      | 115,305   | 116,956   | 116,956   | 116,956   |
| 12                               | Average Monthly Wastewater Flows Per Unit    | 4,300                                        | 4,300     | 4,300     | 4,300     | 4,300     |
| <u>Commercial</u>                |                                              |                                              |           |           |           |           |
| 13                               | Estimated 5/8" Metered Customer Growth       | 1                                            | 1         | 1         | 1         | 1         |
|                                  | Average Annual Accounts (Meter Sizes)        |                                              |           |           |           |           |
| 14                               | 5/8" or 3/4" Metered Customers               | 285                                          | 286       | 287       | 288       | 289       |
| 15                               | 1" Metered Customers                         | 89                                           | 89        | 89        | 89        | 89        |
| 16                               | 1.5" Metered Customers                       | 46                                           | 46        | 46        | 46        | 46        |
| 17                               | 2" Metered Customers                         | 44                                           | 44        | 44        | 44        | 44        |
| 18                               | 3" Metered Customers                         | 4                                            | 4         | 4         | 4         | 4         |
| 19                               | 4" Metered Customers                         | 3                                            | 3         | 3         | 3         | 3         |
| 20                               | Total Average Annual Accounts                | 471                                          | 472       | 473       | 474       | 475       |
| 21                               | Average Annual ERCs                          | 2,236                                        | 2,240     | 2,243     | 2,247     | 2,250     |
| 22                               | Annual Wastewater Flows (000's)              | 137,514                                      | 137,729   | 137,945   | 138,160   | 138,375   |
| 23                               | Average Monthly Wastewater Flows Per Account | 24,330                                       | 24,317    | 24,303    | 24,290    | 24,276    |
| 24                               | Average Monthly Wastewater Flows Per ERC     | 5,125                                        | 5,125     | 5,125     | 5,125     | 5,125     |
| <b>Outside Village Customers</b> |                                              |                                              |           |           |           |           |
| <u>Residential</u>               |                                              |                                              |           |           |           |           |
| 25                               | Estimated Unit / Account Growth:             | 26                                           | 26        | 4         | 4         | 4         |
| 26                               | Average Annual Customer Accounts             | 4,131                                        | 4,157     | 4,161     | 4,165     | 4,169     |
| 27                               | Average Annual ERCs                          | 5,163                                        | 5,196     | 5,201     | 5,206     | 5,211     |
| 28                               | Annual Wastewater Flows (000's)              | 260,235                                      | 261,873   | 262,125   | 262,377   | 262,629   |
| 29                               | Average Monthly Wastewater Flows Per Account | 5,250                                        | 5,250     | 5,250     | 5,250     | 5,250     |
| <u>Multi-Family</u>              |                                              |                                              |           |           |           |           |
| 30                               | Estimated Account Growth                     | 0                                            | 0         | 0         | 0         | 0         |
| 31                               | Estimated Unit Growth                        | 0                                            | 0         | 0         | 0         | 0         |
| 32                               | Average Annual Accounts                      | 145                                          | 145       | 145       | 145       | 145       |
| 33                               | Average Annual Units                         | 4,902                                        | 4,902     | 4,902     | 4,902     | 4,902     |
| 34                               | Average Annual ERCs                          | 4,902                                        | 4,902     | 4,902     | 4,902     | 4,902     |
| 35                               | Annual Wastewater Flows (000's)              | 191,760                                      | 191,760   | 191,760   | 191,760   | 191,760   |
| 36                               | Average Monthly Wastewater Flows Per Unit    | 3,260                                        | 3,260     | 3,260     | 3,260     | 3,260     |
| <u>Commercial</u>                |                                              |                                              |           |           |           |           |
| 37                               | Estimated 5/8" Metered Customer Growth       | 1                                            | 1         | 1         | 1         | 1         |
|                                  | Average Annual Accounts (Meter Sizes)        |                                              |           |           |           |           |
| 38                               | 5/8" or 3/4" Metered Customers               | 122                                          | 123       | 124       | 125       | 126       |
| 39                               | 1" Metered Customers                         | 33                                           | 33        | 33        | 33        | 33        |
| 40                               | 1.5" Metered Customers                       | 13                                           | 13        | 13        | 13        | 13        |
| 41                               | 2" Metered Customers                         | 20                                           | 20        | 20        | 20        | 20        |
| 42                               | 3" Metered Customers                         | 4                                            | 4         | 4         | 4         | 4         |
| 43                               | 4" Metered Customers                         | 1                                            | 1         | 1         | 1         | 1         |
| 44                               | Total Average Annual Accounts                | 193                                          | 194       | 195       | 196       | 197       |
| 45                               | Average Annual ERCs                          | 1,180                                        | 1,184     | 1,188     | 1,193     | 1,197     |
| 46                               | Annual Wastewater Flows (000's)              | 68,658                                       | 68,912    | 69,167    | 69,421    | 69,675    |
| 47                               | Average Monthly Wastewater Flows Per Account | 29,645                                       | 29,602    | 29,558    | 29,516    | 29,473    |
| 48                               | Average Monthly Wastewater Flows Per ERC     | 4,850                                        | 4,850     | 4,850     | 4,850     | 4,850     |
| <b>Total Wastewater System</b>   |                                              |                                              |           |           |           |           |
| 49                               | <b>Total Wastewater System</b>               | 18,905                                       | 18,971    | 19,015    | 19,027    | 19,039    |
| 50                               | Average Annual ERCs                          | 22,249                                       | 22,321    | 22,366    | 22,384    | 22,403    |
| 51                               | Annual Wastewater Sales (000's)              | 1,139,639                                    | 1,143,713 | 1,146,401 | 1,147,437 | 1,148,474 |
| 52                               | Estimated Wastewater Treated (000's)         | 1,253,603                                    | 1,258,084 | 1,261,041 | 1,262,181 | 1,263,321 |

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study

Projection of System Direct and Indirect Operating Expenses

| Line No                                          | Description                                                                | Factor Escalation | Fiscal Year Ending September 30th. |                    |                    |                    |                    |
|--------------------------------------------------|----------------------------------------------------------------------------|-------------------|------------------------------------|--------------------|--------------------|--------------------|--------------------|
|                                                  |                                                                            |                   | 2020                               | 2021               | 2022               | 2023               | 2024               |
| <b><u>Personal Services</u></b>                  |                                                                            |                   |                                    |                    |                    |                    |                    |
| 1                                                | Regular Salaries                                                           | Labor-1           | \$ 3,373,761                       | \$ 3,510,405       | \$ 3,652,583       | \$ 3,800,520       | \$ 3,954,449       |
| 2                                                | Other Salaries & Wages                                                     | Labor-1           | 0                                  | 0                  | 0                  | 0                  | 0                  |
| 3                                                | Overtime                                                                   | Labor-1           | 75,000                             | 78,038             | 81,198             | 84,487             | 87,909             |
| 4                                                | Holiday Pay                                                                | Labor-1           | 34,000                             | 35,377             | 36,810             | 38,301             | 39,852             |
| 5                                                | FICA                                                                       | Labor-1           | 266,605                            | 277,403            | 288,638            | 300,329            | 312,493            |
| 6                                                | Pension Contribution                                                       | Labor-2           | 408,855                            | 421,121            | 433,754            | 446,767            | 460,170            |
| 7                                                | FRS Reg Class Pension                                                      | Labor-2           | 231,826                            | 238,781            | 245,944            | 253,323            | 260,922            |
| 8                                                | GASB 68 Adjustment                                                         | Labor-2           | 0                                  | 0                  | 0                  | 0                  | 0                  |
| 9                                                | Life, Health, Dental                                                       | Health-Ins        | 832,989                            | 853,980            | 875,501            | 897,563            | 920,182            |
| 10                                               | Worker's Comp                                                              | Labor-1           | 96,765                             | 100,684            | 104,762            | 109,005            | 113,420            |
| 11                                               | Unemployment Comp                                                          | Labor-1           | 2,500                              | 2,601              | 2,707              | 2,816              | 2,930              |
| 11                                               | OPEB Expense                                                               | Labor-1           | 8,500                              | 8,844              | 9,202              | 9,575              | 9,963              |
| 12                                               | Additional Personnel                                                       | Calculated        | 0                                  | 177,675            | 184,227            | 191,027            | 198,085            |
| 13                                               | <b>Total Personal Services Expense</b>                                     |                   | <b>\$5,330,801</b>                 | <b>\$5,704,909</b> | <b>\$5,915,327</b> | <b>\$6,133,714</b> | <b>\$6,360,376</b> |
| <b><u>Operating Expenses (Non-Labor)</u></b>     |                                                                            |                   |                                    |                    |                    |                    |                    |
| <b><u>Professional Services - 53100</u></b>      |                                                                            |                   |                                    |                    |                    |                    |                    |
| 14                                               | Legal Services                                                             | Contractual       | \$ 20,000                          | \$ 20,600          | \$ 21,218          | \$ 21,855          | \$ 22,510          |
| 15                                               | Testing Services (Pace Analytical)                                         | ENR               | 20,000                             | 20,594             | 21,206             | 21,835             | 22,484             |
| 16                                               | Testing Services (Florida Spectrum Environmental)                          | ENR               | 10,000                             | 10,297             | 10,603             | 10,918             | 11,242             |
| 17                                               | Laboratory Assessment (Michelle Wade DBA)                                  | ENR               | 2,000                              | 2,059              | 2,121              | 2,184              | 2,248              |
| 18                                               | Spam Filter Service (netDirective Technologies)                            | Contractual       | 500                                | 515                | 530                | 546                | 563                |
| 19                                               | Title Search Services                                                      | Contractual       | 1,000                              | 1,030              | 1,061              | 1,093              | 1,126              |
| 20                                               | Density Testing (Nutting Engineers)                                        | ENR               | 2,500                              | 2,574              | 2,651              | 2,729              | 2,810              |
| 21                                               | Environmental Resource                                                     | Inflation         | 1,000                              | 1,022              | 1,043              | 1,065              | 1,087              |
| 22                                               | FDLE CCHINET                                                               | Inflation         | 300                                | 307                | 313                | 320                | 326                |
| 23                                               | Rate & Connection Fee Study (next in 2024)                                 | Rate-Study        | 0                                  | 0                  | 0                  | 0                  | 80,850             |
| 24                                               | Water Treatment Facilities Plan (2020 Item)                                | Rate-Study        | 50,000                             | 0                  | 0                  | 0                  | 0                  |
| 25                                               | I&I Study                                                                  | Eliminate         | 50,000                             | 0                  | 0                  | 0                  | 0                  |
| 26                                               | Uni-directional Flushing Plan                                              | Eliminate         | 0                                  | 0                  | 0                  | 0                  | 0                  |
| 27                                               | Septic-to-Sewer Study (2020 Item)                                          | Eliminate         | 30,000                             | 0                  | 0                  | 0                  | 0                  |
| 28                                               | CMMS Implementation                                                        | Eliminate         | 0                                  | 0                  | 0                  | 0                  | 0                  |
| 29                                               | Utility Master Plan                                                        | Eliminate         | 0                                  | 0                  | 0                  | 0                  | 0                  |
| 30                                               | Misc Professional Services                                                 | ENR               | 7,500                              | 7,723              | 7,952              | 8,188              | 8,431              |
| 31                                               | General Engineering Services                                               | ENR               | 30,000                             | 30,891             | 31,808             | 32,753             | 33,726             |
| 32                                               | Subtotal Professional Services                                             |                   | <b>\$ 224,800</b>                  | <b>\$ 97,612</b>   | <b>\$ 100,506</b>  | <b>\$ 103,486</b>  | <b>\$ 187,403</b>  |
| <b><u>Drug-Free Workplace - 53106</u></b>        |                                                                            |                   |                                    |                    |                    |                    |                    |
| 33                                               | Drug & Alcohol Screens                                                     | Labor-2           | \$ 500                             | \$ 515             | \$ 530             | \$ 546             | \$ 563             |
| 34                                               | Employee Physicals                                                         | Health-Ins        | 800                                | 820                | 841                | 862                | 884                |
| 35                                               | Subtotal Drug-Free Workplace                                               |                   | <b>\$ 1,300</b>                    | <b>\$ 1,335</b>    | <b>\$ 1,371</b>    | <b>\$ 1,408</b>    | <b>\$ 1,446</b>    |
| <b><u>Accounting &amp; Auditing - 53200</u></b>  |                                                                            |                   |                                    |                    |                    |                    |                    |
| 36                                               | EOY Audit                                                                  | Contractual       | \$ 10,000                          | \$ 10,300          | \$ 10,609          | \$ 10,927          | \$ 11,255          |
| 37                                               | Interim Audit                                                              | Contractual       | 8,000                              | 8,240              | 8,487              | 8,742              | 9,004              |
| 38                                               | Subtotal Accounting & Auditing                                             |                   | <b>\$ 18,000</b>                   | <b>\$ 18,540</b>   | <b>\$ 19,096</b>   | <b>\$ 19,669</b>   | <b>\$ 20,259</b>   |
| <b><u>Other Contractual Services - 53400</u></b> |                                                                            |                   |                                    |                    |                    |                    |                    |
| 39                                               | Landscaping                                                                | Inflation         | \$ 20,000                          | \$ 20,440          | \$ 20,869          | \$ 21,307          | \$ 21,734          |
| 41                                               | Sunshine State One Call                                                    | Contractual       | 2,000                              | 2,060              | 2,122              | 2,185              | 2,251              |
| 42                                               | Cross-Connection Control Program (Hydro-Corp, Inc) (2020 Brought In-House) | W-Growth          | 0                                  | 0                  | 0                  | 0                  | 0                  |
| 43                                               | Utility Billing (Municipal Code Corporation-2019 or ENCO-2020)             | W-Growth          | 30,000                             | 30,099             | 30,165             | 30,183             | 30,201             |
| 44                                               | Vehicle GPS Service (MS/C3 Location Services)                              | Contractual       | 6,000                              | 6,180              | 6,365              | 6,556              | 6,753              |
| 48                                               | GIS Consultant (Florida Technical Consultants)                             | ENR               | 65,000                             | 66,931             | 68,918             | 70,965             | 73,073             |
| 49                                               | Pest Control @ Main WTP                                                    | Inflation         | 2,000                              | 2,044              | 2,087              | 2,131              | 2,173              |
| 53                                               | ArcGIS Online Licenses (15 @ \$500)                                        | ENR               | 7,500                              | 7,723              | 7,952              | 8,188              | 8,431              |
| 54                                               | Misc                                                                       | Inflation         | 10,000                             | 10,220             | 10,435             | 10,654             | 10,867             |
| 55                                               | Subtotal Other Contractual Services                                        |                   | <b>\$ 142,500</b>                  | <b>\$ 145,696</b>  | <b>\$ 148,913</b>  | <b>\$ 152,170</b>  | <b>\$ 155,483</b>  |
| <b><u>Travel &amp; Per Diem - 54000</u></b>      |                                                                            |                   |                                    |                    |                    |                    |                    |
| 56                                               | Florida Water Resources Conference (Tampa)                                 | Labor-2           | \$ 1,170                           | \$ 1,205           | \$ 1,241           | \$ 1,278           | \$ 1,317           |
| 57                                               | Florida Section AWWA Conference (Orlando)                                  | Labor-2           | 1,140                              | 1,174              | 1,209              | 1,246              | 1,283              |
| 58                                               | Florida APWA Public Works Expo (Asst. Director)                            | Labor-2           | 180                                | 185                | 191                | 197                | 203                |
| 59                                               | CEU's & Training                                                           | Labor-2           | 300                                | 309                | 318                | 328                | 338                |
| 60                                               | Technical & Safety Training                                                | Labor-2           | 300                                | 309                | 318                | 328                | 338                |
| 61                                               | Technical & Safety Training                                                | Labor-2           | 300                                | 309                | 318                | 328                | 338                |
| 62                                               | MUNIS Users Conference (Dallas, TX 2019) (Orlando, FL 2020)                | Labor-2           | 1,140                              | 1,174              | 1,209              | 1,246              | 1,283              |
| 63                                               | Subtotal Travel & Per Diem                                                 |                   | <b>\$ 4,530</b>                    | <b>\$ 4,666</b>    | <b>\$ 4,806</b>    | <b>\$ 4,950</b>    | <b>\$ 5,099</b>    |
| <b><u>Communications - 54100</u></b>             |                                                                            |                   |                                    |                    |                    |                    |                    |
| 64                                               | Subtotal Communications                                                    | Inflation         | \$ 29,600                          | 30,251             | 30,886             | 31,535             | 32,166             |
| <b><u>Postage - 54200</u></b>                    |                                                                            |                   |                                    |                    |                    |                    |                    |
| 65                                               | USPS Mail Machine                                                          | Inflation         | \$ 8,000                           | \$ 8,176           | \$ 8,348           | \$ 8,523           | \$ 8,693           |
| 66                                               | Fedex/UPS                                                                  | Inflation         | 500                                | 511                | 522                | 533                | 543                |
| 67                                               | Municipal Code Corporation                                                 | Inflation         | 62,000                             | 63,364             | 64,695             | 66,053             | 67,374             |
| 68                                               | Subtotal Postage                                                           |                   | <b>\$ 70,500</b>                   | <b>\$ 72,051</b>   | <b>\$ 73,564</b>   | <b>\$ 75,109</b>   | <b>\$ 76,611</b>   |
| <b><u>Electric - 54301</u></b>                   |                                                                            |                   |                                    |                    |                    |                    |                    |
| 69                                               | Florida Power & Light - Water Plants                                       | W-Elec            | \$ 405,000                         | \$ 411,096         | \$ 416,840         | \$ 422,133         | \$ 427,493         |



Village of Palm Springs, Florida  
Water and Wastewater System Rate Study

Projection of System Direct and Indirect Operating Expenses

| Line No                                         | Description                                                                       | Factor Escalation | Fiscal Year Ending September 30th. |            |            |            |            |
|-------------------------------------------------|-----------------------------------------------------------------------------------|-------------------|------------------------------------|------------|------------|------------|------------|
|                                                 |                                                                                   |                   | 2020                               | 2021       | 2022       | 2023       | 2024       |
| 70                                              | Florida Power & Light - Lift Stations                                             | WW-Elec           | 25,000                             | \$ 25,388  | \$ 25,750  | \$ 26,080  | \$ 26,415  |
| 71                                              | City of Lake Worth Utilities                                                      | WW-Elec           | 17,000                             | 17,264     | 17,510     | 17,735     | 17,962     |
| 72                                              | Subtotal Electric                                                                 |                   | \$ 447,000                         | \$ 453,748 | \$ 460,101 | \$ 465,948 | \$ 471,870 |
| <u>Water &amp; Sewer</u>                        |                                                                                   |                   |                                    |            |            |            |            |
| 73                                              | Village Utility Bills                                                             | W-Growth          | \$ 600,000                         | \$ 601,977 | \$ 603,296 | \$ 603,655 | \$ 604,015 |
| 74                                              | Subtotal Water & Sewer                                                            |                   | \$ 600,000                         | \$ 601,977 | \$ 603,296 | \$ 603,655 | \$ 604,015 |
| <u>Dump Fees</u>                                |                                                                                   |                   |                                    |            |            |            |            |
| 75                                              | Solid Waste Authority (Sand, tires, etc.)                                         | Inflation         | \$ 18,000                          | \$ 18,396  | \$ 18,782  | \$ 19,177  | \$ 19,560  |
| 76                                              | Solid Waste Authority Annual Fee                                                  | Inflation         | 7,000                              | 7,154      | 7,304      | 7,458      | 7,607      |
| 77                                              | Subtotal Dump Fees                                                                |                   | \$ 25,000                          | \$ 25,550  | \$ 26,087  | \$ 26,634  | \$ 27,167  |
| <u>LW Utility Sewer Charges</u>                 |                                                                                   |                   |                                    |            |            |            |            |
| 78                                              | Sewage Charge                                                                     | LW-Int            | \$ -                               | \$ -       | \$ -       | \$ -       | \$ -       |
| 79                                              | ECR Renewal & Replacement Contribution (28.2% of \$1,303,156)                     | Const-Int         | 0                                  | 0          | 0          | 0          | 0          |
| 79                                              | LW Subregional Renewal & Replacement Contribution (28.2% of \$298,526)            | Const-Int         | 0                                  | 0          | 0          | 0          | 0          |
| 80                                              | PBC Renewal & Replacement (28.2% of \$1,600,000)                                  | LW-Int            | 0                                  | 0          | 0          | 0          | 0          |
| 81                                              | Subtotal LW Utility Sewer Charges                                                 |                   | \$ -                               | \$ -       | \$ -       | \$ -       | \$ -       |
| <u>PBC Utility Sewer Charges</u>                |                                                                                   |                   |                                    |            |            |            |            |
| 82                                              | Sewage Charge (.75 MGD @ \$2.96/kgal)                                             | LW-Int            | \$ -                               | \$ -       | \$ -       | \$ -       | \$ -       |
| 83                                              | Subtotal PBC Utility Sewer Charges                                                |                   | \$ -                               | \$ -       | \$ -       | \$ -       | \$ -       |
| <u>Natural Gas - FPU - 54306</u>                |                                                                                   |                   |                                    |            |            |            |            |
| 84                                              | Generator @ 2400 Building (Florida Public Utilities Natural Gas)                  | Gas               | \$ 800                             | \$ 816     | \$ 832     | \$ 849     | \$ 866     |
| 85                                              | Subtotal Natural Gas FPU                                                          |                   | \$ 800                             | \$ 816     | \$ 832     | \$ 849     | \$ 866     |
| <u>Rentals &amp; Leases - 54400</u>             |                                                                                   |                   |                                    |            |            |            |            |
| 86                                              | Ammonia Storage Tank Lease @ Main WTP & Pratt WTP (Tanner Industries)             | Inflation         | \$ 500                             | \$ 511     | \$ 522     | \$ 533     | \$ 543     |
| 87                                              | Monthly Facility Rental to General Fund (\$9,583.33/month)                        | Inflation         | 115,000                            | 117,530    | 119,998    | 122,518    | 124,968    |
| 88                                              | Postage Meter (Pitney Bowes)                                                      | Inflation         | 750                                | 767        | 783        | 799        | 815        |
| 89                                              | Copier Rental                                                                     | Inflation         | 3,000                              | 3,066      | 3,130      | 3,196      | 3,260      |
| 90                                              | Misc Equipment Rental                                                             | Inflation         | 10,000                             | 10,220     | 10,435     | 10,654     | 10,867     |
| 91                                              | Subtotal Rentals & Leases                                                         |                   | \$ 129,250                         | \$ 132,094 | \$ 134,867 | \$ 137,700 | \$ 140,454 |
| <u>General Liability Insurance - 54500</u>      |                                                                                   |                   |                                    |            |            |            |            |
| 92                                              | Insurance Consulting (Gehring Group)                                              | Contractual       | \$ 28,000                          | \$ 28,840  | \$ 29,705  | \$ 30,596  | \$ 31,514  |
| 92                                              | Florida Municipal Insurance Trust (Gen, Auto, Property, Pollution, AD&A, Storage) | Prop-Ins          | 300,000                            | 313,440    | 327,482    | 342,153    | 357,482    |
| 92                                              | Florida Municipal Insurance Trust (Pollution, AD&A)                               | Prop-Ins          | 4,000                              | 4,179      | 4,366      | 4,562      | 4,766      |
| 93                                              | Florida Municipal Insurance Trust (Storage Tank)                                  | Prop-Ins          | 2,000                              | 2,090      | 2,183      | 2,281      | 2,383      |
| 94                                              | Subtotal General Liability Insurance                                              |                   | \$ 334,000                         | \$ 348,549 | \$ 363,737 | \$ 379,593 | \$ 396,146 |
| <u>Repair &amp; Maintenance - 54600</u>         |                                                                                   |                   |                                    |            |            |            |            |
| 95                                              | Monthly AC Service                                                                | Repair            | \$ 500                             | \$ 519     | \$ 538     | \$ 558     | \$ 579     |
| 96                                              | Quarterly Generator Maintenance (MegaWattage)                                     | Repair            | 5,000                              | 5,188      | 5,382      | 5,584      | 5,793      |
| 97                                              | Annual Fire Inspection (PBC BOCC)                                                 | Repair            | 250                                | 259        | 269        | 279        | 290        |
| 98                                              | Annual Fire Safety Inspection (Pye & Barker)                                      | Repair            | 750                                | 778        | 807        | 838        | 869        |
| 99                                              | Annual Telephone Maintenance                                                      | Repair            | 1,000                              | 1,038      | 1,076      | 1,117      | 1,159      |
| 100                                             | WTP Compressor Repair & Maintenance (Air Compressor & Motor DBA)                  | Repair            | 6,000                              | 6,225      | 6,458      | 6,701      | 6,952      |
| 101                                             | Well Maintenance                                                                  | Repair            | 0                                  | 0          | 0          | 0          | 0          |
| 102                                             | Annual Crain Inspection                                                           | Repair            | 750                                | 778        | 807        | 838        | 869        |
| 103                                             | Instrumentation & Controls Repair & Maintenance (PC Controls)                     | Repair            | 40,000                             | 41,500     | 43,056     | 44,671     | 46,346     |
| 104                                             | Pump/Motor Repair & Maintenance (Tripp)                                           | Repair            | 75,000                             | 77,813     | 80,730     | 83,758     | 86,899     |
| 105                                             | SCADA Repair & Maintenance (ESC)                                                  | Repair            | 15,000                             | 15,563     | 16,146     | 16,752     | 17,380     |
| 106                                             | Vacuum Pit Repairs                                                                | Repair            | 6,000                              | 6,225      | 6,458      | 6,701      | 6,952      |
| 107                                             | Painting WTP Structures & Aerial Pipe Crossings                                   | Eliminate         | 75,000                             | 0          | 0          | 0          | 0          |
| 108                                             | Clean out Lime Sludge Pond at Main WTP & Pratt WTP                                | Repair            | 15,000                             | 15,563     | 16,146     | 16,752     | 17,380     |
| 109                                             | Electrical                                                                        | Repair            | 5,000                              | 5,188      | 5,382      | 5,584      | 5,793      |
| 110                                             | Fuel System Repairs                                                               | Repair            | 5,000                              | 5,188      | 5,382      | 5,584      | 5,793      |
| 111                                             | LS Repairs                                                                        | Repair            | 25,000                             | 25,938     | 26,910     | 27,919     | 28,966     |
| 112                                             | Pipe Repairs                                                                      | Repair            | 50,000                             | 51,875     | 53,820     | 55,839     | 57,933     |
| 113                                             | Slaker Repair                                                                     | Repair            | 5,000                              | 5,188      | 5,382      | 5,584      | 5,793      |
| 114                                             | Kent PS Abandonment (2019 Budget Item Update)                                     | Repair            | 0                                  | 0          | 0          | 0          | 0          |
| 115                                             | Misc Repair & Maintenance                                                         | Repair            | 100,000                            | 103,750    | 107,641    | 111,677    | 115,865    |
| 116                                             | Subtotal Repair & Maintenance                                                     |                   | \$ 430,250                         | \$ 368,572 | \$ 382,393 | \$ 396,733 | \$ 411,611 |
| <u>Vehicle Repair &amp; Maintenance - 54601</u> |                                                                                   |                   |                                    |            |            |            |            |
| 117                                             | Vehicle Repair & Maintenance                                                      | V-Repair          | \$ 45,000                          | \$ 46,170  | \$ 47,370  | \$ 48,602  | \$ 49,866  |
| 118                                             | Subtotal Vehical Repair & Maintenance                                             |                   | \$ 45,000                          | \$ 46,170  | \$ 47,370  | \$ 48,602  | \$ 49,866  |
| <u>Field Repairs - 54602</u>                    |                                                                                   |                   |                                    |            |            |            |            |
| 119                                             | Sod Restoration                                                                   | Repair            | \$ 2,500                           | \$ 2,594   | \$ 2,691   | \$ 2,792   | \$ 2,897   |
| 120                                             | Asphalt Restoration                                                               | Repair            | 9,500                              | 9,856      | 10,226     | 10,609     | 11,007     |
| 121                                             | Sidewalk Restoration                                                              | Repair            | 1,000                              | 1,038      | 1,076      | 1,117      | 1,159      |
| 122                                             | Misc Field Repairs                                                                | Repair            | 2,000                              | 2,075      | 2,153      | 2,234      | 2,317      |
| 123                                             | Subtotal Field Repairs                                                            |                   | \$ 15,000                          | \$ 15,563  | \$ 16,146  | \$ 16,752  | \$ 17,380  |

Village of Palm Springs, Florida  
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Projection of System Direct and Indirect Operating Expenses

| Line No                                              | Description                                                                                 | Factor Escalation | Fiscal Year Ending September 30th. |              |              |              |              |
|------------------------------------------------------|---------------------------------------------------------------------------------------------|-------------------|------------------------------------|--------------|--------------|--------------|--------------|
|                                                      |                                                                                             |                   | 2020                               | 2021         | 2022         | 2023         | 2024         |
| <u>Printing &amp; Binding - 54700</u>                |                                                                                             |                   |                                    |              |              |              |              |
| 124                                                  | Window Envelopes & Permit Forms                                                             | Inflation         | \$ 250                             | \$ 256       | \$ 261       | \$ 266       | \$ 272       |
| 125                                                  | Consumer Confidence Report                                                                  | Inflation         | 250                                | 256          | 261          | 266          | 272          |
| 126                                                  | Business Cards                                                                              | Inflation         | 200                                | 204          | 209          | 213          | 217          |
| 127                                                  | Misc Fliers & Doorhangers                                                                   | Inflation         | 500                                | 511          | 522          | 533          | 543          |
| 128                                                  | Subtotal Printing & Binding                                                                 |                   | \$ 1,200                           | \$ 1,226     | \$ 1,252     | \$ 1,278     | \$ 1,304     |
| <u>Promotional Activity - 54800</u>                  |                                                                                             |                   |                                    |              |              |              |              |
| 129                                                  | Christmas Part Catering (Sandy James Productions)                                           | Inflation         | \$ 8,000                           | \$ 8,176     | \$ 8,348     | \$ 8,523     | \$ 8,693     |
| 130                                                  | Christmas Gift Cards                                                                        | Inflation         | 2,500                              | 2,555        | 2,609        | 2,663        | 2,717        |
| 131                                                  | Christmas Party Rental (National Croquet Center)                                            | Inflation         | 1,500                              | 1,533        | 1,565        | 1,598        | 1,630        |
| 132                                                  | Subtotal Promotional Activity                                                               |                   | \$ 12,000                          | \$ 12,264    | \$ 12,522    | \$ 12,784    | \$ 13,040    |
| <u>Other Current Charges - 54900</u>                 |                                                                                             |                   |                                    |              |              |              |              |
| 133                                                  | Florida Department of Health Drinking Water Annual Permit Fee (Main WTP)                    | Inflation         | \$ 9,250                           | \$ 9,454     | \$ 9,652     | \$ 9,855     | \$ 10,052    |
| 134                                                  | Florida Department of Health Drinking Water Annual Permit Fee (Pratt WTP)                   | Inflation         | 2,275                              | 2,325        | 2,374        | 2,424        | 2,472        |
| 135                                                  | Florida Department of Health Safe Drinking Water Certification                              | Inflation         | 500                                | 511          | 522          | 533          | 543          |
| 136                                                  | Florida Department of Health Hazardous Waste Certification                                  | Inflation         | 65                                 | 66           | 68           | 69           | 71           |
| 137                                                  | Clerk of Cercuit Court Escrow Account Fees                                                  | Inflation         | 6,000                              | 6,132        | 6,261        | 6,392        | 6,520        |
| 138                                                  | Lake Worth Drainage District License Annual Agreement Fees                                  | Inflation         | 4,000                              | 4,088        | 4,174        | 4,261        | 4,347        |
| 139                                                  | CDL License Renewal                                                                         | Inflation         | 750                                | 767          | 783          | 799          | 815          |
| 140                                                  | Palm Beach County Fire Inspection                                                           | Inflation         | 400                                | 409          | 417          | 426          | 435          |
| 141                                                  | Florida Department of Environmental Protection Storage Tank Annual Renwal                   | Inflation         | 125                                | 128          | 130          | 133          | 136          |
| 142                                                  | Finance Department Petty Cash                                                               | Inflation         | 100                                | 102          | 104          | 107          | 109          |
| 143                                                  | Misc Other Current Charges                                                                  | Inflation         | 5,000                              | 5,110        | 5,217        | 5,327        | 5,433        |
| 144                                                  | Utility Refund (2019 Item)                                                                  | Inflation         | 0                                  | 0            | 0            | 0            | 0            |
| 145                                                  | Subtotal Other Current Charges                                                              |                   | \$ 28,465                          | \$ 29,091    | \$ 29,702    | \$ 30,326    | \$ 30,932    |
| <u>Advertising - 54901</u>                           |                                                                                             |                   |                                    |              |              |              |              |
| 146                                                  | Project Bid Advertisement                                                                   | Contractual       | \$ 1,000                           | \$ 1,030     | \$ 1,061     | \$ 1,093     | \$ 1,126     |
| 147                                                  | Chlorination Nofitication                                                                   | Contractual       | 500                                | 515          | 530          | 546          | 563          |
| 148                                                  | Job Advertisements                                                                          | Contractual       | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 149                                                  | Subtotal Advertising                                                                        |                   | \$ 3,500                           | \$ 3,605     | \$ 3,713     | \$ 3,825     | \$ 3,939     |
| <u>Depreciation Expense - 54906</u>                  |                                                                                             |                   |                                    |              |              |              |              |
| 150                                                  | Depreciation                                                                                | Eliminate         | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| 151                                                  | Subtotal Depreciation Expense                                                               |                   | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| <u>Amortization Expense - 54907</u>                  |                                                                                             |                   |                                    |              |              |              |              |
| 152                                                  | Amortization Expense                                                                        | Eliminate         | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| 153                                                  | Subtotal Amortization Expense                                                               |                   | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| <u>Bad Debt Expense - 54908</u>                      |                                                                                             |                   |                                    |              |              |              |              |
| 154                                                  | Bad Debt Expense                                                                            | Eliminate         | \$ 45,000                          | \$ -         | \$ -         | \$ -         | \$ -         |
| 155                                                  | Subtotal Bad Debt Expense                                                                   |                   | \$ 45,000                          | \$ -         | \$ -         | \$ -         | \$ -         |
| <u>Administrative Charge to General Fund - 54909</u> |                                                                                             |                   |                                    |              |              |              |              |
| 156                                                  | Administrative Charge to General Fund (12% of Previous Yrs Operating Revenue) AdminChargeWW |                   | \$ 2,490,099                       | \$ 2,486,716 | \$ 2,503,737 | \$ 2,597,800 | \$ 2,695,250 |
| 157                                                  | Subtotal Administrative Charge to General Fund                                              |                   | \$ 2,490,099                       | \$ 2,486,716 | \$ 2,503,737 | \$ 2,597,800 | \$ 2,695,250 |
| <u>IT Charges to General Fund - 54913</u>            |                                                                                             |                   |                                    |              |              |              |              |
| 158                                                  | IT Expenses to General Fund                                                                 | Labor-1           | \$ 470,000                         | \$ 489,036   | \$ 508,843   | \$ 529,452   | \$ 550,896   |
| 159                                                  | Subtotal IT Charges to General Fund to General Fund                                         |                   | \$ 470,000                         | \$ 489,036   | \$ 508,843   | \$ 529,452   | \$ 550,896   |
| <u>Loss/Gain of Asset Disposal - 54916</u>           |                                                                                             |                   |                                    |              |              |              |              |
| 160                                                  | Loss/Gain of Asset Disposal                                                                 | Inflation         | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| 161                                                  | Subtotal Loss/Gain of Asset Disposal                                                        |                   | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| <u>Merchant Fees - 54917</u>                         |                                                                                             |                   |                                    |              |              |              |              |
| 162                                                  | Credit Card Processing Vendor (Elevon)                                                      | Inflation         | \$ 120,000                         | \$ 122,640   | \$ 125,215   | \$ 127,845   | \$ 130,402   |
| 163                                                  | Subtotal Merchant Fees                                                                      |                   | \$ 120,000                         | \$ 122,640   | \$ 125,215   | \$ 127,845   | \$ 130,402   |
| <u>Office Supplies - 55100</u>                       |                                                                                             |                   |                                    |              |              |              |              |
| 164                                                  | Utility Office Supplies                                                                     | Inflation         | \$ 1,750                           | \$ 1,789     | \$ 1,826     | \$ 1,864     | \$ 1,902     |
| 165                                                  | Subtotal Office Supplies                                                                    |                   | \$ 1,750                           | \$ 1,789     | \$ 1,826     | \$ 1,864     | \$ 1,902     |
| <u>Operating Supplies - 55200</u>                    |                                                                                             |                   |                                    |              |              |              |              |
| 166                                                  | Testing Supplies (Lab Supplies & Environmental Reagents)                                    | Inflation         | \$ 25,000                          | \$ 25,550    | \$ 26,087    | \$ 26,634    | \$ 27,167    |
| 167                                                  | Janitorial                                                                                  | Contractual       | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 168                                                  | Automotive Supplies                                                                         | V-Repair          | 10,000                             | 10,260       | 10,527       | 10,800       | 11,081       |
| 169                                                  | Electrical Supplies                                                                         | Inflation         | 2,000                              | 2,044        | 2,087        | 2,131        | 2,173        |
| 170                                                  | Safety Supplies                                                                             | Inflation         | 5,000                              | 5,110        | 5,217        | 5,327        | 5,433        |
| 170                                                  | Misc Operating Supplies                                                                     | Inflation         | 36,000                             | 36,792       | 37,565       | 38,353       | 39,121       |
| 171                                                  | Office Furniture (2019 Item)                                                                | Inflation         | 0                                  | 0            | 0            | 0            | 0            |
| 172                                                  | Subtotal Operating Supplies                                                                 |                   | \$ 80,000                          | \$ 81,816    | \$ 83,604    | \$ 85,431    | \$ 87,227    |

Village of Palm Springs, Florida  
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Projection of System Direct and Indirect Operating Expenses

| Line No                                          | Description                                                                     | Factor Escalation | Fiscal Year Ending September 30th. |              |              |              |              |
|--------------------------------------------------|---------------------------------------------------------------------------------|-------------------|------------------------------------|--------------|--------------|--------------|--------------|
|                                                  |                                                                                 |                   | 2020                               | 2021         | 2022         | 2023         | 2024         |
| <u>Gas &amp; Oil - 55201</u>                     |                                                                                 |                   |                                    |              |              |              |              |
| 173                                              | Gas & Oil for Utility Vehicles                                                  | Gas               | \$ 75,000                          | \$ 76,500    | \$ 78,030    | \$ 79,591    | \$ 81,182    |
| 174                                              | Subtotal Gas & Oil                                                              |                   | \$ 75,000                          | \$ 76,500    | \$ 78,030    | \$ 79,591    | \$ 81,182    |
| <u>Uniforms - 55202</u>                          |                                                                                 |                   |                                    |              |              |              |              |
| 175                                              | Employee Uniforms                                                               | Labor-2           | \$ 20,000                          | \$ 20,600    | \$ 21,218    | \$ 21,855    | \$ 22,510    |
| 176                                              | Subtotal Uniforms                                                               |                   | \$ 20,000                          | \$ 20,600    | \$ 21,218    | \$ 21,855    | \$ 22,510    |
| <u>Chemicals - 55205</u>                         |                                                                                 |                   |                                    |              |              |              |              |
| 177                                              | Sodium Hypochlorite (Allied Universal)                                          | Chemical          | \$ 100,000                         | \$ 103,800   | \$ 107,744   | \$ 111,839   | \$ 116,089   |
| 178                                              | MIEX Resin (20 totes @ \$15k/tote)                                              | Chemical          | 270,000                            | 280,260      | 290,910      | 301,964      | 313,439      |
| 179                                              | Quicklime (Lhoist)                                                              | Chemical          | 235,000                            | 243,930      | 253,199      | 262,821      | 272,808      |
| 180                                              | Salt for MIEX Regeneration (Morton Salt)                                        | Chemical          | 125,000                            | 129,750      | 134,681      | 139,798      | 145,111      |
| 181                                              | Phosphate for Corrosion Control (Carus)                                         | Chemical          | 10,000                             | 10,380       | 10,774       | 11,184       | 11,609       |
| 182                                              | Ammonia (Tanner Industries)                                                     | Chemical          | 20,000                             | 20,760       | 21,549       | 22,368       | 23,218       |
| 183                                              | Sand for Lime Softening (Standard Sand)                                         | Chemical          | 15,000                             | 15,570       | 16,162       | 16,776       | 17,413       |
| 184                                              | Misc Lab Supplies                                                               | Chemical          | 5,000                              | 5,190        | 5,387        | 5,592        | 5,804        |
| 185                                              | Subtotal Chemicals                                                              |                   | \$ 780,000                         | \$ 809,640   | \$ 840,406   | \$ 872,342   | \$ 905,491   |
| <u>Books, Dues, Education - 55400</u>            |                                                                                 |                   |                                    |              |              |              |              |
| 186                                              | FWPCOA Membership Dues                                                          | Labor-2           | \$ 500                             | \$ 515       | \$ 530       | \$ 546       | \$ 563       |
| 187                                              | SEFL Utility Council Dues                                                       | Labor-2           | 450                                | 464          | 477          | 492          | 506          |
| 188                                              | AWWA Dues                                                                       | Labor-2           | 750                                | 773          | 796          | 820          | 844          |
| 189                                              | Florida Engineering Society Dues                                                | Labor-2           | 300                                | 309          | 318          | 328          | 338          |
| 190                                              | Continuing Education Courses - CEU's                                            | Labor-2           | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 191                                              | AWWA Reference Publications                                                     | Labor-2           | 500                                | 515          | 530          | 546          | 563          |
| 192                                              | Notary Renewal                                                                  | Labor-2           | 500                                | 515          | 530          | 546          | 563          |
| 193                                              | Safety Council                                                                  | Labor-2           | 300                                | 309          | 318          | 328          | 338          |
| 194                                              | Seminars & Training - Customer Service Staff                                    | Labor-2           | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 195                                              | Seminars & Training - Field Staff                                               | Labor-2           | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 196                                              | PE License Renewal                                                              | Labor-2           | 0                                  | 0            | 0            | 0            | 0            |
| 197                                              | FL Association of Code Enforcement Officers                                     | Labor-2           | 100                                | 103          | 106          | 109          | 113          |
| 198                                              | Operator License Renewal                                                        | Labor-2           | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 199                                              | Water Distribution License Renewal                                              | Labor-2           | 1,500                              | 1,545        | 1,591        | 1,639        | 1,688        |
| 200                                              | College Tuition Reimbursement - Director                                        | Labor-2           | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 201                                              | College Tuition Reimbursement - Billing Technician                              | Labor-2           | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 202                                              | College Tuition Reimbursement - (2020 Item)                                     | Labor-2           | 2,000                              | 2,060        | 2,122        | 2,185        | 2,251        |
| 203                                              | Coursework Towards Electrician Certification                                    | Labor-2           | 0                                  | 0            | 0            | 0            | 0            |
| 204                                              | NASSCO Gravity Sewer Inspection Training (2 @ \$800/each)                       | Labor-2           | 1,600                              | 1,648        | 1,697        | 1,748        | 1,801        |
| 205                                              | Florida Water Resource Confenence Registration                                  | Labor-2           | 1,200                              | 1,236        | 1,273        | 1,311        | 1,351        |
| 206                                              | Florida Section AWWA Conference Registration                                    | Labor-2           | 900                                | 927          | 955          | 983          | 1,013        |
| 207                                              | Florida APWA Public Works Expo Registration                                     | Labor-2           | 500                                | 515          | 530          | 546          | 563          |
| 208                                              | Implementation & Training of Timesheet Entry System                             | Labor-2           | 0                                  | 0            | 0            | 0            | 0            |
| 209                                              | Registration for MUNIS User's Conference (Dallas, TX)                           | Labor-2           | 1,980                              | 2,039        | 2,101        | 2,164        | 2,229        |
| 210                                              | VTScada Training                                                                | Labor-2           | 1,000                              | 1,030        | 1,061        | 1,093        | 1,126        |
| 211                                              | Subtotal Books, Dues, Education                                                 |                   | \$ 26,080                          | \$ 26,862    | \$ 27,668    | \$ 28,498    | \$ 29,353    |
| 212                                              | <b>Total Operating Expense (Non-Labor)</b>                                      |                   | \$ 6,670,624                       | \$ 6,524,974 | \$ 6,651,709 | \$ 6,857,685 | \$ 7,151,268 |
| <u>Capital Outlay</u>                            |                                                                                 |                   |                                    |              |              |              |              |
| <u>Buildings - 56200</u>                         |                                                                                 |                   |                                    |              |              |              |              |
| 213                                              | Utility Customer Service Office and Drive-Thru Upgrades                         | Eliminate         | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| 214                                              | Vacuum Station No.1 Building Safety Improvements                                | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 215                                              | Replace Roof at the Chemical Bldg & Slaker Room at RLP WTP                      | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 216                                              | Replace HVAC System at Vacuum Pump Station #3                                   | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 217                                              | Refinish Lab Floor and Lime Slaker Room Floor at Main WTP                       | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 219                                              | Subtotal Buildings Account                                                      |                   | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| <u>Improvements Other Than Buildings - 56300</u> |                                                                                 |                   |                                    |              |              |              |              |
| 220                                              | Advanced Metering Infrastructure (AMI) base station and antennas to read meters | Eliminate         | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| 221                                              | Water Meter Replacement Program (AMI Compatible)                                | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 222                                              | Annual Infiltration/Inflow Program                                              | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 223                                              | Annual Lift Station Rehab Program TO# 233                                       | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 224                                              | Annual Lift Station Rehabilitation (Carryover) TO# 218                          | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 225                                              | Disc Flow MIEX Recycle Pumps                                                    | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 226                                              | FDOT/PBC Water Main Relocations                                                 | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 227                                              | Kent Road Gravity Sewer Improvements (Carryover) TO# 235 & 236                  | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 228                                              | Lift Station Safety Grates                                                      | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 229                                              | Material Storage Bays                                                           | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 230                                              | Potable Water Main Replacements                                                 | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 231                                              | Replace Gate Operator at Main WTP                                               | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 232                                              | Replace Well No. 11                                                             | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 233                                              | Replacement Lift Station Pumps                                                  | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 234                                              | SCADA System Improvements Main WTP TO# 226                                      | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 235                                              | SCADA System Improvements RLP WTP TO# 227                                       | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 236                                              | Spiractor Replacement at RLP WTP (Carryover) TO#216                             | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 237                                              | Upgrade MIEX Regeneration System RLP WTP                                        | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 238                                              | Wastewater Force Main Replacements                                              | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 239                                              | Well Rehabilitation                                                             | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 240                                              | Subtotal Improvements Other Than Buildings                                      |                   | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
| <u>Machinery and Equipment Account -56400</u>    |                                                                                 |                   |                                    |              |              |              |              |
| 241                                              | Vacuum Sewer Pit Controller Upgrades                                            | Eliminate         | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study

Projection of System Direct and Indirect Operating Expenses

| Line No | Description                                                             | Factor Escalation | Fiscal Year Ending September 30th. |              |              |              |              |
|---------|-------------------------------------------------------------------------|-------------------|------------------------------------|--------------|--------------|--------------|--------------|
|         |                                                                         |                   | 2020                               | 2021         | 2022         | 2023         | 2024         |
| 242     | Vacuum Pump Replacement                                                 | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 243     | Raw Water Supply Meter Replacements                                     | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 244     | Replacement F-250 Truck with Utility Body - Qty - 2                     | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 245     | Replace 12-Yard Dump Truck                                              | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 246     | Portable Self-Priming Non-Clog Pump                                     | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 247     | Trailer Mounted Portable Generator                                      | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 248     | Rehab Large Vac-Con                                                     | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 249     | Computer Workstation Replacements - QTY5 at \$1650/ea with dual monitor | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 250     | Replace Transfer Pumps at each WTP                                      | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 251     | Recondition/Replace High Service Pumps Program                          | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 252     | Biometric Readers (Executime) 1 for each WTP                            | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 253     | Asphalt Roller                                                          | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 254     | Replacement Ford Explorer                                               | Eliminate         | 0                                  | 0            | 0            | 0            | 0            |
| 255     | Subtotal Machinery and Equipment                                        |                   | \$ -                               | \$ -         | \$ -         | \$ -         | \$ -         |
|         | <u>Software - 56601</u>                                                 |                   |                                    |              |              |              |              |
| 256     | Computerized Maintenance Management System Software                     | Inflation         | \$ 80,000                          | \$ 81,760    | \$ 83,477    | \$ 85,230    | \$ 86,935    |
| 257     | Customer Queing Software System                                         | Inflation         | 10,000                             | 10,220       | 10,435       | 10,654       | 10,867       |
| 258     | Customer Engagement Portal                                              | Inflation         | 35,000                             | 35,770       | 36,521       | 37,288       | 38,034       |
| 259     | ArcGIS Online Licenses (15 @ \$500)                                     | ENR               | 7,500                              | 7,723        | 7,952        | 8,188        | 8,431        |
| 261     | Subtotal Software                                                       |                   | \$ 132,500                         | \$ 135,473   | \$ 138,385   | \$ 141,360   | \$ 144,267   |
| 262     | <b>Total Capital Outlay Expense</b>                                     |                   | \$ 132,500                         | \$ 135,473   | \$ 138,385   | \$ 141,360   | \$ 144,267   |
|         | <u>Contingency - 59900</u>                                              |                   |                                    |              |              |              |              |
| 263     | Contingency (0.5% of Operating Budget)                                  | Calculate         | \$ 60,670                          | \$ 61,827    | \$ 63,527    | \$ 65,664    | \$ 68,280    |
| 264     | <b>Total Contingency Expense</b>                                        |                   | \$ 60,670                          | \$ 61,827    | \$ 63,527    | \$ 65,664    | \$ 68,280    |
| 265     | <b>TOTAL WATER &amp; WASTEWATER O&amp;M EXPENSE</b>                     |                   | \$12,194,595                       | \$12,427,183 | \$12,768,948 | \$13,198,422 | \$13,724,190 |



Village of Palm Springs, Florida  
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Summary of Expense Escalation Factors

| Line No                         | Description                                                              | Reference       | Fiscal Year Ending September 30th, |        |        |        |        |
|---------------------------------|--------------------------------------------------------------------------|-----------------|------------------------------------|--------|--------|--------|--------|
|                                 |                                                                          |                 | 2020                               | 2021   | 2022   | 2023   | 2024   |
| Index Escalation Factors        |                                                                          |                 |                                    |        |        |        |        |
| 1                               | Constant                                                                 | Constant        | 1.000                              | 1.000  | 1.000  | 1.000  | 1.000  |
| 2                               | Inflation (CPI) [1]                                                      | Inflation       | 1.022                              | 1.022  | 1.021  | 1.021  | 1.020  |
| 3                               | Cost of Living Adjustment - Estimates Under the 2019 SSA Trustees Report | COLA            | 1.026                              | 1.026  | 1.026  | 1.026  | 1.026  |
| 4                               | Labor-1 Higher Assumption                                                | Labor-1         | 1.041                              | 1.041  | 1.041  | 1.041  | 1.041  |
| 5                               | Labor-2 Lower Assumption                                                 | Labor-2         | 1.030                              | 1.030  | 1.030  | 1.030  | 1.030  |
| 6                               | Medical Care – South Urban - 5 Year Change - (BLS)                       | Health-Ins      | 1.025                              | 1.025  | 1.025  | 1.025  | 1.025  |
| 7                               | Premiums for Property and Casualty Insurance - 5 Year Change (BLS)       | Prop-Ins        | 1.0448                             | 1.0448 | 1.0448 | 1.0448 | 1.0448 |
| 8                               | Contractual                                                              | Contractual     | 1.030                              | 1.030  | 1.030  | 1.030  | 1.030  |
| 9                               | Repair and Maintenance in Florida - 5 Year Change - (BLS)                | Repair          | 1.0375                             | 1.0375 | 1.0375 | 1.0375 | 1.0375 |
| 10                              | Repair Vehicle                                                           | V-Repair        | 1.026                              | 1.026  | 1.026  | 1.026  | 1.026  |
| 11                              | Industrial Chemicals – U.S. City Average - WPU061 - (BLS)                | Chemical        | 1.038                              | 1.038  | 1.038  | 1.038  | 1.038  |
| 12                              | All Urban Consumers: Energy -CPI - 10 Year Change - (BLS)                | Electricity     | 1.011                              | 1.0119 | 1.0119 | 1.0119 | 1.0119 |
| 13                              | Fuel & Oil                                                               | Gas             | 1.020                              | 1.020  | 1.020  | 1.020  | 1.020  |
| 14                              | Engineering News Record (ENR)                                            | ENR             | 1.0297                             | 1.0297 | 1.0297 | 1.0297 | 1.0297 |
| 15                              | Marginal                                                                 | Marginal        | 1.010                              | 1.010  | 1.010  | 1.010  | 1.010  |
| 16                              | Eliminate                                                                | Eliminate       | 0.000                              | 0.000  | 0.000  | 0.000  | 0.000  |
| System Based Escalation Factors |                                                                          |                 |                                    |        |        |        |        |
| 17                              | Change in Water Customers                                                | W-Growth        | 1.003                              | 1.003  | 1.002  | 1.001  | 1.001  |
| 18                              | Change in Wastewater Customers                                           | WW-Growth       | 1.004                              | 1.003  | 1.002  | 1.001  | 1.001  |
| 19                              | Billed Water Flows                                                       | W-Flows         | 1.003                              | 1.003  | 1.002  | 1.001  | 1.001  |
| 20                              | Billed Wastewater Flows                                                  | WW-Flows        | 1.004                              | 1.004  | 1.002  | 1.001  | 1.001  |
| 21                              | Water Rate Revenues                                                      | W-Rev           | 0.996                              | 1.006  | 1.037  | 1.037  | 1.038  |
| 22                              | Wastewater Rate Revenues                                                 | WW-Rev          | 1.000                              | 1.007  | 1.038  | 1.038  | 1.039  |
| 23                              | Water Operational Expenses                                               | W-OpEx          | 1.008                              | 1.027  | 1.030  | 1.034  | 1.039  |
| 24                              | Wastewater Operational Expenses                                          | WW-OpEx         | 1.022                              | 1.002  | 1.022  | 1.034  | 1.041  |
| Calculation Escalation Factors  |                                                                          |                 |                                    |        |        |        |        |
| 25                              | Administrative Charge Calculation Water                                  | AdminChargeW    | 1.047                              | 0.996  | 1.006  | 1.037  | 1.037  |
| 25                              | Administrative Charge Calculation Wastewater                             | AdminChargeWW   | 1.016                              | 1.000  | 1.007  | 1.038  | 1.038  |
| 26                              | Rate Study - Five (5) Year Frequency                                     | Rate-Study      | 0.000                              | 0.000  | 0.000  | 0.000  | 1.050  |
| 27                              | Electric Water Flow                                                      | W-Elec          | 1.015                              | 1.015  | 1.014  | 1.013  | 1.013  |
| 28                              | Electric Wastewater Flow                                                 | WW-Elec         | 1.015                              | 1.016  | 1.014  | 1.013  | 1.013  |
| 29                              | Declining 36130 Other Revenues Code - Capital Contribution Financing     | Rev-36130       | 0.000                              | 0.000  | 0.000  | 0.000  | 0.000  |
| 30                              | Master Plan                                                              | Master-Plan     | 1.020                              | 1.020  | 1.020  | 1.020  | 1.020  |
| Capital Escalation Factors      |                                                                          |                 |                                    |        |        |        |        |
| 31                              | Constant Capital Factor                                                  | Const-Cap       | 1.000                              | 1.000  | 1.000  | 1.000  | 1.000  |
| 32                              | Inflation Compounded                                                     | Inf-Cap         | 1.000                              | 1.122  | 1.043  | 1.064  | 1.084  |
| 33                              | Master Plan Identified Inflation                                         | Mast-Cap        | 1.020                              | 1.040  | 1.060  | 1.080  | 1.100  |
| 33                              | ENR Capital Factor                                                       | ENR-Cap         | 1.020                              | 1.040  | 1.060  | 1.080  | 1.100  |
| 34                              | Labor Capital Factor                                                     | Labor-Cap       | 1.041                              | 1.081  | 1.122  | 1.162  | 1.203  |
| 35                              | Hybrid Capital Factor                                                    | Hybrid-Cap      | 1.016                              | 1.057  | 1.057  | 1.077  | 1.097  |
| Interlocal Escalation Factors   |                                                                          |                 |                                    |        |        |        |        |
| 36                              | Eliminate Interlocal Factor                                              | Elim-Int        | 0.000                              | 0.000  | 0.000  | 0.000  | 0.000  |
| 36                              | Constant Interlocal Factor                                               | Const-Int       | 1.000                              | 1.000  | 1.000  | 1.000  | 1.000  |
| 37                              | Inflation Interlocal                                                     | Inf-Int         | 1.022                              | 1.022  | 1.021  | 1.021  | 1.020  |
| 38                              | Labor Interlocal Factor                                                  | Labor-2-Int     | 1.030                              | 1.030  | 1.030  | 1.030  | 1.030  |
| 39                              | Contractual Interlocal Factor                                            | Contract-Int    | 1.030                              | 1.030  | 1.030  | 1.030  | 1.030  |
| 40                              | Electricity Interlocal Factor                                            | Electricity-Int | 1.0114                             | 1.0119 | 1.0119 | 1.0119 | 1.0119 |
| 41                              | Utilities Water Sewer Interlocal Factor                                  | UtWtr-Int       | 1.040                              | 1.040  | 1.040  | 1.040  | 1.040  |
| 42                              | Repairs and Maintenance Interlocal Factor                                | Repair-Int      | 1.030                              | 1.030  | 1.030  | 1.030  | 1.030  |
| 43                              | Property Insurance Interlocal Factor                                     | Prop-Ins-Int    | 1.045                              | 1.045  | 1.045  | 1.045  | 1.045  |
| 44                              | ECR Flow Growth Inflation                                                | ECR-Int         | 0.965                              | 1.019  | 1.019  | 1.002  | 0.939  |
| 45                              | Hybrid Interlocal Factor                                                 | Hybrid-Int      | 1.030                              | 1.030  | 1.030  | 1.030  | 1.030  |
| 46                              | Lake Worth Interlocal Factor                                             | LW-Int          | 0.976                              | 1.019  | 1.019  | 1.006  | 0.956  |

Footnotes:

[1] Inflation figures obtained from the "The Budget and Economic Outlook: An Update" published by the Congressional Budget Office in January 2019.

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study

Calculation of Projected Wholesale Wastewater Purchases

| Line No | Description                                                            | 2020                | Factor Escalation | Fiscal Year Ending September 30th, |                     |                     |                     |
|---------|------------------------------------------------------------------------|---------------------|-------------------|------------------------------------|---------------------|---------------------|---------------------|
|         |                                                                        |                     |                   | 2021                               | 2022                | 2023                | 2024                |
|         | <b>WASTEWATER PURCHASES</b>                                            |                     |                   |                                    |                     |                     |                     |
| 1       | Projected Wastewater Sales (000's)                                     | 1,139,639           |                   | 1,143,713                          | 1,146,401           | 1,147,437           | 1,148,474           |
| 2       | Inflows and Infiltrations - Percent                                    | 3.00%               | 3.00%             | 3.00%                              | 3.00%               | 3.00%               | 3.00%               |
| 3       | Inflows and Infiltrations - Amount                                     | 34,189              |                   | 34,311                             | 34,392              | 34,423              | 34,454              |
| 4       | Total Wastewater To Be Treated                                         | 1,173,828           |                   | 1,178,024                          | 1,180,793           | 1,181,861           | 1,182,928           |
|         | Wastewater Treated By                                                  |                     |                   |                                    |                     |                     |                     |
| 5       | City of Lake Worth                                                     | 900,078             | 77%               | 904,274                            | 907,043             | 908,111             | 909,178             |
| 6       | Palm Beach County (0.75 MGD Annually)                                  | 273,750             | 23%               | 273,750                            | 273,750             | 273,750             | 273,750             |
|         | <u>Lake Worth Utility Sewer Charges</u>                                |                     |                   |                                    |                     |                     |                     |
| 7       | Treatment Rate Per 1,000 Gallons                                       | \$ 2.2628           | Inflation         | \$ 2.1114<br>-6.69%                | \$ 2.156<br>2.10%   | \$ 2.201<br>2.10%   | \$ 2.245<br>2.00%   |
|         | <u>2020 Budget Item Names</u>                                          |                     |                   |                                    |                     |                     |                     |
| 8       | Sewage Charge                                                          | \$ 2,036,698        |                   | \$ 1,909,285                       | \$ 1,955,348        | \$ 1,998,760        | \$ 2,041,133        |
| 9       | ECR Renewal & Replacement Contribution (28.2% of \$1,303,156)          | 367,490             | Calculated        | 378,515                            | 389,870             | 401,566             | 413,613             |
| 10      | LW Subregional Renewal & Replacement Contribution (28.2% of \$298,526) | 84,184              | Calculated        | 86,036                             | 87,843              | 89,688              | 91,482              |
| 11      | PBC Renewal & Replacement (28.2% of \$1,600,000)                       | 451,200             | Calculated        | 0                                  | 0                   | 0                   | 0                   |
| 12      | Subtotal LW Utility Sewer Charges                                      | \$ 2,939,572        |                   | \$ 2,373,836                       | \$ 2,433,061        | \$ 2,490,014        | \$ 2,546,227        |
|         | <u>PBC Utility Sewer Charges</u>                                       |                     |                   |                                    |                     |                     |                     |
| 13      | Treatment Rate Per 1,000 Gallons                                       | \$ 3.10             | Inflation         | \$ 3.17                            | \$ 3.23             | \$ 3.30             | \$ 3.37             |
| 14      | Annual Treatment Charge                                                | \$ 848,625          |                   | \$ 867,295                         | \$ 885,508          | \$ 904,104          | \$ 922,186          |
| 15      | <b>Total Wastewater Treatment Purchased</b>                            | <u>\$ 3,788,197</u> |                   | <u>\$ 3,241,131</u>                | <u>\$ 3,318,569</u> | <u>\$ 3,394,118</u> | <u>\$ 3,468,413</u> |

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study  
Water and Wastewater System

Capital Improvement Program

| Line No                                  | Description                                                    | Funding Source | Fiscal Year Ending September 30th, |              |              |            |           |
|------------------------------------------|----------------------------------------------------------------|----------------|------------------------------------|--------------|--------------|------------|-----------|
|                                          |                                                                |                | 2020                               | 2021         | 2022         | 2023       | 2024      |
| <b><u>Water</u></b>                      |                                                                |                |                                    |              |              |            |           |
| <b><u>Water Treatment - Main WTP</u></b> |                                                                |                |                                    |              |              |            |           |
| 1                                        | Incubator for lab                                              | Capfund        | \$ -                               | \$ -         | \$ 5,000     | \$ -       | \$ -      |
| 2                                        | Refinish Lime Slaker Room Floor at Main WTP                    | Capfund        | 0                                  | 30,000       | 0            | 0          | 0         |
| 3                                        | SCADA System Improvements Main WTP                             | Capfund        | 350,000                            | 0            | 0            | 0          | 0         |
| 4                                        | Main WTP Lime/Sand Piping Replacements                         | Capfund        | 26,000                             | 0            | 0            | 0          | 0         |
| 5                                        | Replacement of Sand Loader at Main WTP                         | Capfund        | 184,000                            | 0            | 0            | 0          | 0         |
| 6                                        | Lime Slurry Pump Replacement                                   | Capfund        | 0                                  | 0            | 0            | 40,000     | 0         |
| 7                                        | Lime Slurry Mixers                                             | Capfund        | 0                                  | 0            | 8,000        | 8,000      | 0         |
| 8                                        | Upgrade MIEX Regeneration System Main WTP                      | Capfund        | 1,020,000                          | 1,000,000    | 0            | 0          | 0         |
| 9                                        | Brine Pump for MIEX System                                     | Capfund        | 0                                  | 0            | 25,000       | 0          | 0         |
| 10                                       | Disc Flow MIEX Recycle Pumps                                   | Capfund        | 51,000                             | 50,000       | 0            | 0          | 0         |
| 11                                       | Salt Pump Replacement                                          | Capfund        | 0                                  | 0            | 12,000       | 12,000     | 0         |
| 12                                       | Pump No. 1                                                     | Capfund        | 0                                  | 0            | 50,000       | 0          | 0         |
| 13                                       | Pump No. 2                                                     | Capfund        | 0                                  | 0            | 0            | 50,000     | 0         |
| 14                                       | Pump No. 3                                                     | Capfund        | 0                                  | 0            | 0            | 0          | 50,000    |
| 15                                       | Transfer Pump No. 1                                            | Capfund        | 46,000                             | 0            | 0            | 0          | 0         |
| 16                                       | Transfer Pump No. 2                                            | Capfund        | 0                                  | 45,000       | 0            | 0          | 0         |
| 17                                       | Transfer Pump No. 3                                            | Capfund        | 0                                  | 0            | 45,000       | 0          | 0         |
| 18                                       | Wash Water Transfer Pumps (qty 2)                              | Capfund        | 0                                  | 0            | 25,000       | 0          | 0         |
| 19                                       | Valve Motor Actuator Replacement                               | Capfund        | 0                                  | 0            | 25,000       | 0          | 0         |
| 20                                       | Chlorine Feed Improvements - Piping, Instrumentation, Pumps    | Capfund        | 77,000                             | 0            | 0            | 0          | 0         |
| 21                                       | Chlorine Contract Chambers Covers                              | Capfund        | 0                                  | 50,000       | 0            | 0          | 0         |
| 22                                       | Area Lighting Improvements (LED)                               | Capfund        | 0                                  | 100,000      | 0            | 0          | 0         |
| 23                                       | Generator and Fuel Tank                                        | Capfund        | 0                                  | 0            | 950,000      | 0          | 0         |
| 24                                       | Subtotal Water Treatment - Main WTP                            |                | \$ 1,754,000                       | \$ 1,275,000 | \$ 1,145,000 | \$ 110,000 | \$ 50,000 |
| <b><u>Water Treatment - RLP WTP</u></b>  |                                                                |                |                                    |              |              |            |           |
|                                          | Incubator for lab                                              | Capfund        | \$ -                               | \$ -         | \$ -         | \$ -       | \$ -      |
| 25                                       | Refinish Lime Slaker Room Floor at Pratt WTP                   | Capfund        | 0                                  | 30,000       | 0            | 0          | 0         |
| 26                                       | SCADA System Improvements RLP WTP                              | Capfund        | 350,000                            | 0            | 0            | 0          | 0         |
| 27                                       | Spiractor Replacement at RLP WTP (Carryover)                   | Capfund        | 200,000                            | 0            | 0            | 0          | 0         |
| 28                                       | WTP Lime/Sand Piping Replacements                              | Capfund        | 26,000                             | 0            | 0            | 0          | 0         |
| 29                                       | Lime System Upgrades/Improvements                              | Capfund        | 0                                  | 0            | 400,000      | 0          | 0         |
| 30                                       | Lime Sludge Handling Pit and Washwater Recovery Basin Handling | Capfund        | 0                                  | 0            | 0            | 0          | 625,000   |
| 31                                       | Lime Slurry Pump Replacement                                   | Capfund        | 0                                  | 0            | 0            | 40,000     | 0         |
| 32                                       | Lime Slurry Mixers                                             | Capfund        | 0                                  | 0            | 8,000        | 8,000      | 0         |
| 33                                       | Upgrade MIEX Regeneration System RLP WTP                       | Capfund        | 0                                  | 1,000,000    | 1,000,000    | 0          | 0         |
| 34                                       | Brine Pump for MIEX System                                     | Capfund        | 0                                  | 0            | 25,000       | 0          | 0         |
| 35                                       | Disc Flow MIEX Recycle Pumps                                   | Capfund        | 51,000                             | 50,000       | 0            | 0          | 0         |
| 36                                       | Salt Pump Replacement - RLP Plant                              | Capfund        | 0                                  | 0            | 12,000       | 12,000     | 0         |
| 37                                       | Wash Water Transfer Pumps (qty 2)                              | Capfund        | 0                                  | 0            | 25,000       | 0          | 0         |
| 38                                       | Valve Motor Actuator Replacement                               | Capfund        | 0                                  | 0            | 25,000       | 0          | 0         |
| 39                                       | Pump No. 1                                                     | Capfund        | 0                                  | 50,000       | 0            | 0          | 0         |
| 40                                       | Pump No. 2                                                     | Capfund        | 0                                  | 0            | 50,000       | 0          | 0         |
| 41                                       | Pump No. 3                                                     | Capfund        | 0                                  | 0            | 0            | 50,000     | 0         |
| 42                                       | Pump No. 4                                                     | Capfund        | 0                                  | 0            | 0            | 0          | 50,000    |
| 43                                       | Transfer Pump No. 1                                            | Capfund        | 0                                  | 45,000       | 0            | 0          | 0         |
| 44                                       | Transfer Pump No. 2                                            | Capfund        | 0                                  | 45,000       | 0            | 0          | 0         |
| 45                                       | Transfer Pump No. 3                                            | Capfund        | 0                                  | 0            | 45,000       | 0          | 0         |

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study  
Water and Wastewater System

Capital Improvement Program

| Line No                   | Description                                                              | Funding Source | Fiscal Year Ending September 30th, |              |              |              |              |
|---------------------------|--------------------------------------------------------------------------|----------------|------------------------------------|--------------|--------------|--------------|--------------|
|                           |                                                                          |                | 2020                               | 2021         | 2022         | 2023         | 2024         |
| 46                        | Chlorine Feed Improvements - Piping, Instrumentation, Pump               | Capfund        | 77,000                             | 0            | 0            | 0            | 0            |
| 47                        | Chlorine Contract Chambers Covers                                        | Capfund        | 0                                  | 50,000       | 0            | 0            | 0            |
| 48                        | Site Civil - Paving Improvments                                          | Capfund        | 0                                  | 0            | 0            | 0            | 100,000      |
| 49                        | Area Lighting Improvements (LED)                                         | Capfund        | 0                                  | 100,000      | 0            | 0            | 0            |
| 50                        | Replace Generator at RLP Plant                                           | Capfund        | 0                                  | 800,000      | 0            | 0            | 0            |
| 51                        | Subtotal Water Treatment - RLP WTP                                       |                | \$ 704,000                         | \$ 2,170,000 | \$ 1,590,000 | \$ 110,000   | \$ 775,000   |
| <u>Water Supply</u>       |                                                                          |                |                                    |              |              |              |              |
| Well Rehabilitation       |                                                                          |                |                                    |              |              |              |              |
| 52                        | Well No. 15 - capacity, SDI, age - (Eastern/Main Wellfield)              | Capfund        | \$ 66,000                          | \$ -         | \$ -         | \$ -         | \$ -         |
| 53                        | Well No. 17 - sand content, SDI, age - (Eastern/Main Wellfield)          | Capfund        | 0                                  | 65,000       | 0            | 0            | 0            |
| 54                        | Well No. 13 - sand content, SDI, age - (Eastern/Main Wellfield)          | Capfund        | 0                                  | 0            | 65,000       | 0            | 0            |
| 55                        | Well No. 12 - SDI, age - (Eastern/Main Wellfield)                        | Capfund        | 0                                  | 0            | 0            | 65,000       | 0            |
| 56                        | Well No. 18 - Bac issues, turbidity, capacity - (Eastern/Main Wellfield) | Capfund        | 0                                  | 0            | 0            | 0            | 65,000       |
| 57                        | Replace Well No. 9 - (Eastern/Main Wellfield)                            | Capfund        | 260,000                            | 250,000      | 0            | 0            | 0            |
| Well Replacement          |                                                                          |                |                                    |              |              |              |              |
| 58                        | Well No. 2 - sand content, SDI, and age - (Western/RLP Wellfield)        | Capfund        | 0                                  | 0            | 0            | 500,000      | 0            |
| 59                        | Well No. 3 - sand content, age - (Western/RLP Wellfield)                 | Capfund        | 0                                  | 0            | 0            | 0            | 500,000      |
| 60                        | Well No. 10 - age - (Eastern/Main Wellfield)                             | Capfund        | 500,000                            | 0            | 0            | 0            | 0            |
| 61                        | Well No. 14 - age - (Eastern/Main Wellfield)                             | Capfund        | 0                                  | 250,000      | 250,000      | 0            | 0            |
| 62                        | Well No. 1 - (Western/RLP Wellfield)                                     | Capfund        | 0                                  | 0            | 0            | 0            | 125,000      |
| 63                        | Well No. 4 - (Eastern/Main Wellfield)                                    | Capfund        | 0                                  | 125,000      | 0            | 0            | 0            |
| 64                        | Well No. 8 - (Eastern/Main Wellfield)                                    | Capfund        | 0                                  | 0            | 125,000      | 0            | 0            |
| 65                        | Well No. 11 - (Eastern/Main Wellfield)                                   | Capfund        | 128,000                            | 0            | 0            | 0            | 0            |
| 66                        | Well No. 12 - (Eastern/Main Wellfield)                                   | Capfund        | 0                                  | 0            | 0            | 0            | 125,000      |
| 67                        | Well No. 13 - (Eastern/Main Wellfield)                                   | Capfund        | 0                                  | 0            | 0            | 125,000      | 0            |
| 68                        | Well No. 15 - (Eastern/Main Wellfield)                                   | Capfund        | 128,000                            | 0            | 0            | 0            | 0            |
| 69                        | Add Wells 6 & 7 to RLP WTP Power Distribution                            | Capfund        | 0                                  | 0            | 500,000      | 0            | 0            |
| 70                        | Subtotal Water Supply                                                    |                | \$ 1,082,000                       | \$ 690,000   | \$ 940,000   | \$ 690,000   | \$ 815,000   |
| <u>Water Distribution</u> |                                                                          |                |                                    |              |              |              |              |
| 71                        | Potable Water Main Capacity Improvement (WM1-3)                          | Capfund        | \$ 345,000                         | \$ -         | \$ -         | \$ -         | \$ -         |
| 72                        | Potable Water Main Capacity Improvement (WM1-2)                          | Capfund        | 281,000                            | 810,000      | 0            | 0            | 0            |
| 73                        | Potable Water Main Capacity Improvement (WM1-1)                          | Capfund        | 0                                  | 594,000      | 1,747,000    | 0            | 0            |
| 74                        | Potable Water Main Replacement Project (WM2-NW-3)                        | Capfund        | 0                                  | 0            | 762,000      | 2,241,000    | 0            |
| 75                        | Potable Water Main Replacement Project (WM2-NW-8)                        | Capfund        | 0                                  | 0            | 521,000      | 1,533,000    | 0            |
| 76                        | Potable Water Main Replacement Project (WM2-C-9)                         | Capfund        | 0                                  | 0            | 0            | 513,000      | 1,507,000    |
| 77                        | Potable Water Main Replacement Project (WM2-C-3)                         | Capfund        | 0                                  | 0            | 0            | 418,000      | 1,229,000    |
| 78                        | Potable Water Main Replacement Project (WM2-NE-1)                        | Capfund        | 0                                  | 0            | 0            | 0            | 590,000      |
| 79                        | Potable Water Main Replacement Project (WM2-N-3)                         | Capfund        | 0                                  | 0            | 0            | 0            | 376,000      |
| 80                        | Possible PBC Interconnect                                                | Capfund        | 104,000                            | 100,000      | 100,000      | 100,000      | 100,000      |
| 81                        | FDOT/PBC Water Main Relocations                                          | Capfund        | 102,000                            | 100,000      | 100,000      | 100,000      | 100,000      |
| 82                        | Subtotal Water Distribution                                              |                | \$ 832,000                         | \$ 1,604,000 | \$ 3,230,000 | \$ 4,905,000 | \$ 3,902,000 |
| <u>Utility - Misc</u>     |                                                                          |                |                                    |              |              |              |              |
| 83                        | Utility Customer Service Office and Drive-Thru Upgrades                  | Capfund        | \$ -                               | \$ 51,000    | \$ -         | \$ -         | \$ -         |
| 84                        | Material Storage Covering (2400 Building)                                | Capfund        | 0                                  | 71,500       | 0            | 0            | 0            |
| 85                        | Computer Workstation Replacements (5/Year)                               | Capfund        | 4,750                              | 5,000        | 5,000        | 5,000        | 5,000        |
| 86                        | Field Laptop Replacements                                                | Capfund        | 0                                  | 0            | 2,500        | 2,500        | 2,500        |
| 87                        | Replace Compact Pickup Truck                                             | Capfund        | 14,500                             | 0            | 0            | 0            | 0            |



Village of Palm Springs, Florida  
Water and Wastewater System Rate Study  
Water and Wastewater System

Capital Improvement Program

| Line No | Description                                                      | Funding Source | Fiscal Year Ending September 30th, |              |              |              |              |
|---------|------------------------------------------------------------------|----------------|------------------------------------|--------------|--------------|--------------|--------------|
|         |                                                                  |                | 2020                               | 2021         | 2022         | 2023         | 2024         |
| 88      | Replacements F-250 trucks with utility bodies                    | Capfund        | 35,000                             | 17,500       | 17,500       | 17,500       | 17,500       |
| 89      | Tablet for Code Enforcement & PM                                 | Capfund        | 0                                  | 2,500        | 0            | 0            | 0            |
| 90      | Work Van for Electrical Maintenance                              | Capfund        | 18,500                             | 0            | 0            | 0            | 0            |
| 91      | Replace Front-End Loader                                         | Capfund        | 78,000                             | 0            | 0            | 0            | 0            |
| 92      | Ground Penetrating Radar                                         | Capfund        | 10,000                             | 0            | 0            | 0            | 0            |
| 93      | Subtotal Utility - Misc                                          |                | \$ 160,750                         | \$ 147,500   | \$ 25,000    | \$ 25,000    | \$ 25,000    |
|         | <u>2019 and 2020 Budget CIP Items (Carryovers and Other)</u>     |                |                                    |              |              |              |              |
| 94      | Material Storage bays - 3 at MWTP TO# 258 (Carryover)            | Capfund        | 25,000                             | 0            | 0            | 0            | 0            |
| 95      | Plate Compactor                                                  | Capfund        | 6,000                              | 0            | 0            | 0            | 0            |
| 96      | Timekeeping Devices 1 for each WTP                               | Capfund        | 7,000                              | 0            | 0            | 0            | 0            |
| 97      | Tablet for Code Enforcement, Crew Leaders & Project Mgr. (Qty 5) | Capfund        | 5,500                              | 0            | 0            | 0            | 0            |
|         | C.W.I.P. and Carryover Adjustment                                | Capfund        | 0                                  | 0            | 0            | 0            | 0            |
| 98      | Subtotal 2019 and 2020 Budget CIP Items (Carryovers and Other)   |                | \$ 43,500                          | \$ -         | \$ -         | \$ -         | \$ -         |
| 99      | <b>Total Capital Program Water</b>                               |                | \$ 4,576,250                       | \$ 5,886,500 | \$ 6,930,000 | \$ 5,840,000 | \$ 5,567,000 |
|         | <u><b>Wastewater</b></u>                                         |                |                                    |              |              |              |              |
|         | <u>Wastewater Collection</u>                                     |                |                                    |              |              |              |              |
| 100     | Vacuum Station No.1 Building Safety Improvements                 | Capfund        | \$ -                               | \$ 40,000    | \$ -         | \$ -         | \$ -         |
| 101     | Lift Station Safety Grates                                       | Capfund        | 16,000                             | 0            | 0            | 0            | 0            |
| 102     | Force Main Transmission System Interconnect (WW-3)               | Capfund        | 0                                  | 960,000      | 2,823,000    | 0            | 0            |
| 103     | Force Main Capacity Improvement (WW-1) (8" CAP along L-9 Canal)  | Capfund        | 582,000                            | 1,679,000    | 0            | 0            | 0            |
| 104     | Annual Infiltration/Inflow Program                               | Capfund        | 255,000                            | 250,000      | 250,000      | 250,000      | 250,000      |
| 105     | Kent Road Gravity Sewer Improvements (Carryover)                 | Capfund        | 50,000                             | 0            | 0            | 0            | 0            |
| 106     | Annual Lift Station Rehab Program                                | Capfund        | 510,000                            | 500,000      | 500,000      | 500,000      | 500,000      |
| 107     | Fixed Generators at Liftstations (Possible LMS)                  | Capfund        | 153,000                            | 150,000      | 150,000      | 0            | 0            |
| 108     | SCADA System for Sewer Lift Stations Program (TO #134)           | Capfund        | 153,000                            | 150,000      | 150,000      | 150,000      | 0            |
| 109     | Vacuum Sewer Pit Controller Upgrades                             | Capfund        | 36,000                             | 35,000       | 35,000       | 0            | 0            |
| 110     | Vacuum Station No. 1 Vacuum Pump Replacement                     | Capfund        | 104,000                            | 0            | 0            | 0            | 0            |
| 111     | Vacuum Station No. 2 Vacuum Pump Replacement                     | Capfund        | 0                                  | 100,000      | 0            | 0            | 0            |
| 112     | Vacuum Station No. 3 Vacuum Pump Replacement                     | Capfund        | 0                                  | 0            | 100,000      | 0            | 0            |
| 113     | Portable Self-Priming Non-Clog Pump                              | Capfund        | 0                                  | 0            | 60,000       | 0            | 0            |
| 114     | Portable Generator Replacement                                   | Capfund        | 0                                  | 0            | 65,000       | 0            | 0            |
| 115     | Replacement Lift Station Pumps                                   | Capfund        | 122,000                            | 120,000      | 120,000      | 120,000      | 120,000      |
| 116     | Replace Vacuum Pump Isolation Valves (3)                         | Capfund        | 16,000                             | 0            | 0            | 0            | 0            |
| 117     | Replace Sewage Pumps at Vacuum Station #2                        | Capfund        | 52,000                             | 0            | 0            | 0            | 0            |
| 118     | Vacuum Station No. 1 Emergency Generator                         | Capfund        | 78,000                             | 0            | 0            | 0            | 0            |
| 119     | Subtotal Wastewater Collection                                   |                | \$ 2,127,000                       | \$ 3,984,000 | \$ 4,253,000 | \$ 1,020,000 | \$ 870,000   |

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study  
Water and Wastewater System

Capital Improvement Program

| Line No | Description                                                    | Funding Source | Fiscal Year Ending September 30th, |               |               |              |              |
|---------|----------------------------------------------------------------|----------------|------------------------------------|---------------|---------------|--------------|--------------|
|         |                                                                |                | 2020                               | 2021          | 2022          | 2023         | 2024         |
|         | <u>Utility - Misc</u>                                          |                |                                    |               |               |              |              |
| 120     | Utility Customer Service Office and Drive-Thru Upgrades        | Capfund        | \$ -                               | \$ 51,000     | \$ -          | \$ -         | \$ -         |
| 121     | Material Storage Covering (2400 Building)                      | Capfund        | 0                                  | 71,500        | 0             | 0            | 0            |
| 122     | Computer Workstation Replacements (5/Year)                     | Capfund        | 4,750                              | 5,000         | 5,000         | 5,000        | 5,000        |
| 123     | Field Laptop Replacements                                      | Capfund        | 0                                  | 0             | 2,500         | 2,500        | 2,500        |
| 124     | Replace Compact Pickup Truck                                   | Capfund        | 14,500                             | 0             | 0             | 0            | 0            |
| 125     | Replacements F-250 trucks with utility bodies                  | Capfund        | 35,000                             | 17,500        | 17,500        | 17,500       | 17,500       |
| 126     | Tablet for Code Enforcement & PM                               | Capfund        | 0                                  | 2,500         | 0             | 0            | 0            |
| 127     | Work Van for Electrical Maintenance                            | Capfund        | 18,500                             | 0             | 0             | 0            | 0            |
| 128     | Replace Front-End Loader                                       | Capfund        | 78,000                             | 0             | 0             | 0            | 0            |
| 129     | Ground Penetrating Radar                                       | Capfund        | 10,000                             | 0             | 0             | 0            | 0            |
| 130     | Subtotal Utility - Misc                                        |                | \$ 160,750                         | \$ 147,500    | \$ 25,000     | \$ 25,000    | \$ 25,000    |
|         | <u>2019 and 2020 Budget CIP Items (Carryovers and Other)</u>   |                |                                    |               |               |              |              |
| 131     | Annual Lift Station Rehabilitation (Carryover) TO# 218         | Capfund        | 300,000                            | 0             | 0             | 0            | 0            |
| 132     | Plate Compactor                                                | Capfund        | 6,000                              | 0             | 0             | 0            | 0            |
| 133     | Subtotal 2019 and 2020 Budget CIP Items (Carryovers and Other) |                | \$ 306,000                         | \$ -          | \$ -          | \$ -         | \$ -         |
| 134     | <b>Total Capital Program Wastewater</b>                        |                | \$ 2,593,750                       | \$ 4,131,500  | \$ 4,278,000  | \$ 1,045,000 | \$ 895,000   |
| 135     | <b>Grand Total Capital Improvement Program</b>                 |                | \$ 7,170,000                       | \$ 10,018,000 | \$ 11,208,000 | \$ 6,885,000 | \$ 6,462,000 |
|         | <b>Capital Improvement Program Funding Sources</b>             |                |                                    |               |               |              |              |
| 136     | Rate Reveues                                                   | Rate-Rev       | \$ -                               | \$ -          | \$ -          | \$ -         | \$ -         |
| 137     | Capital Funds                                                  | CapFund        | 7,170,000                          | 10,018,000    | 11,208,000    | 6,885,000    | 6,462,000    |
| 138     | Loan Proceeds                                                  | 2013Loan       | 0                                  | 0             | 0             | 0            | 0            |
| 139     | System Reserves                                                | Reserves       | 0                                  | 0             | 0             | 0            | 0            |
| 140     | Impact Fees - Water (Capital Contribution Fee)                 | W-Impact       | 0                                  | 0             | 0             | 0            | 0            |
| 141     | Impact Fees - Wastewater (Capital Contribution Fee)            | WW-Impact      | 0                                  | 0             | 0             | 0            | 0            |
| 142     | Unfunded Projects                                              | Unfund         | 0                                  | 0             | 0             | 0            | 0            |
| 143     | <b>Total Improvement Program Funding Sources</b>               |                | \$ 7,170,000                       | \$ 10,018,000 | \$ 11,208,000 | \$ 6,885,000 | \$ 6,462,000 |

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study  
Water and Wastewater System

Calculation of System Revenue Requirements and Revenue Sufficiency

| Line No                                            | Description                                                | Fiscal Year Ending September 30, |                      |                      |                      |                      |
|----------------------------------------------------|------------------------------------------------------------|----------------------------------|----------------------|----------------------|----------------------|----------------------|
|                                                    |                                                            | 2020                             | 2021                 | 2022                 | 2023                 | 2024                 |
| <b>WATER &amp; WASTEWATER REVENUE REQUIERMENTS</b> |                                                            |                                  |                      |                      |                      |                      |
|                                                    | <b><u>Operating Expenses</u></b>                           |                                  |                      |                      |                      |                      |
| 1                                                  | Direct Operating Costs Less Water and Wastewater Purchases | \$ 9,119,496                     | \$ 9,333,901         | \$ 9,636,371         | \$ 9,948,652         | \$ 10,353,076        |
| 2                                                  | Indirect Operating Costs                                   | 3,075,099                        | 3,093,282            | 3,132,578            | 3,249,770            | 3,371,114            |
| 3                                                  | Water and Wastewater Purchases                             | 3,788,197                        | 3,241,131            | 3,318,569            | 3,394,118            | 3,468,413            |
| 4                                                  | Reduced OpEx From Closing Pratt (Per. Only)                | 0                                | 0                    | 0                    | 0                    | 0                    |
| 5                                                  | <b><u>Total Operating Expenses</u></b>                     | <b>\$ 15,982,792</b>             | <b>\$ 15,668,313</b> | <b>\$ 16,087,518</b> | <b>\$ 16,592,540</b> | <b>\$ 17,192,603</b> |
|                                                    | <b><u>Annual Debt Service Requirements</u></b>             |                                  |                      |                      |                      |                      |
| 6                                                  | Series 2013 Note                                           | \$ 942,235                       | \$ 942,235           | \$ 942,235           | \$ 942,235           | \$ 942,235           |
|                                                    | <b><u>Other Requirements</u></b>                           |                                  |                      |                      |                      |                      |
| 7                                                  | Transfers to Capital Fund                                  | \$ 3,999,584                     | \$ 4,026,069         | \$ 4,176,097         | \$ 4,331,694         | \$ 4,498,988         |
| 8                                                  | Transfers to Operating Funds                               | 0                                | 0                    | 0                    | 0                    | 0                    |
| 9                                                  | Capital Funded From Rates                                  | 0                                | 0                    | 0                    | 0                    | 0                    |
| 10                                                 | <b>Total Gross Revenue Requirements</b>                    | <b>\$ 20,924,610</b>             | <b>\$ 20,636,617</b> | <b>\$ 21,205,850</b> | <b>\$ 21,866,470</b> | <b>\$ 22,633,827</b> |
| 11                                                 | <b><u>Less: Other Revenues</u></b>                         | <b>\$ 734,705</b>                | <b>\$ 592,371</b>    | <b>\$ 593,753</b>    | <b>\$ 595,164</b>    | <b>\$ 596,536</b>    |
| 12                                                 | <b><u>Less: Investment Income</u></b>                      | <b>264,087</b>                   | <b>266,106</b>       | <b>205,766</b>       | <b>163,803</b>       | <b>147,989</b>       |
| 13                                                 | <b>Net Revenue Requirements</b>                            | <b>\$ 19,925,818</b>             | <b>\$ 19,778,141</b> | <b>\$ 20,406,331</b> | <b>\$ 21,107,503</b> | <b>\$ 21,889,302</b> |
| 14                                                 | Existing Water and Wastewater System Rate Revenues         | \$ 19,695,774                    | \$ 19,779,804        | \$ 19,820,229        | \$ 19,837,252        | \$ 19,854,275        |
| 15                                                 | Additional Revenues from Prior Period Rate Adjustments     | 0                                | 0                    | 198,202              | 999,797              | 1,834,853            |
| 16                                                 | Current Period Rate Revenues                               | <b>\$ 19,695,774</b>             | <b>\$ 19,779,804</b> | <b>\$ 20,018,431</b> | <b>\$ 20,837,049</b> | <b>\$ 21,689,127</b> |
| 17                                                 | Cumulative Rate Adjustment                                 | 0.00%                            | 1.00%                | 4.00%                | 4.00%                | 4.00%                |
| 18                                                 | Additional Revenue from Current Period Adjustment          | \$ -                             | \$ 197,798           | \$ 800,737           | \$ 833,482           | \$ 867,565           |
| 19                                                 | <b>Total Rate Revenues</b>                                 | <b>\$ 19,695,774</b>             | <b>\$ 19,977,602</b> | <b>\$ 20,819,168</b> | <b>\$ 21,670,531</b> | <b>\$ 22,556,692</b> |
| 20                                                 | <b><u>Surplus / (Deficiency)</u></b>                       | <b>\$ (230,045)</b>              | <b>\$ 199,462</b>    | <b>\$ 412,837</b>    | <b>\$ 563,029</b>    | <b>\$ 667,391</b>    |

Village of Palm Springs, Florida  
Water and Wastewater System Rate Study  
Water and Wastewater System

Calculation of Fund (Cash) Balances and Investment Income

| Line No | Description                                  | Fiscal Year Ending September 30, |               |               |               |               |
|---------|----------------------------------------------|----------------------------------|---------------|---------------|---------------|---------------|
|         |                                              | 2020                             | 2021          | 2022          | 2023          | 2024          |
|         | <b>Account Balances - Fiscal Year End</b>    |                                  |               |               |               |               |
| 1       | Operating Cash                               | \$ 9,330,945                     | \$ 9,530,407  | \$ 9,943,244  | \$ 10,506,273 | \$ 11,173,663 |
| 2       | Capital Fund                                 | 20,153,457                       | 14,333,100    | 7,409,369     | 4,917,390     | 2,993,738     |
| 3       | Loan Proceeds - Series 2013                  | 22,414                           | 22,638        | 22,864        | 23,093        | 23,324        |
| 7       | Total Account Balances                       | \$ 29,506,816                    | \$ 23,886,145 | \$ 17,375,477 | \$ 15,446,756 | \$ 14,190,725 |
| 8       | Days of Cash on Hand - All Funds             | 674                              | 556           | 394           | 340           | 301           |
|         | <b>Operating Cash</b>                        |                                  |               |               |               |               |
| 9       | Beginning Year Balance                       | \$ 15,758,952                    | \$ 9,330,945  | \$ 9,530,407  | \$ 9,943,244  | \$ 10,506,273 |
|         | Transfers In:                                |                                  |               |               |               |               |
| 10      | From Operations                              | \$ -                             | \$ 199,462    | \$ 412,837    | \$ 563,029    | \$ 667,391    |
| 11      | From Reserves                                | 9,319,329                        | -             | -             | -             | -             |
| 12      | From Loan Proceeds                           | 4,482,708                        | -             | -             | -             | -             |
| 13      | From Planned Annual Deposits                 | -                                | -             | -             | -             | -             |
|         | Transfers Out:                               |                                  |               |               |               |               |
| 14      | To Operations                                | \$ 230,045                       | \$ -          | \$ -          | \$ -          | \$ -          |
| 15      | To Reserves                                  | -                                | -             | -             | -             | -             |
| 16      | To Capital Fund                              | 20,000,000                       | -             | -             | -             | -             |
| 17      | To Water Connection Fees                     | -                                | -             | -             | -             | -             |
| 18      | To Wastewater Connection Fees                | -                                | -             | -             | -             | -             |
| 19      | Additional                                   | -                                | -             | -             | -             | -             |
| 20      | Investment Income - Rate                     | 1.00%                            | 1.00%         | 1.00%         | 1.00%         | 1.00%         |
| 21      | Unrestricted Investment Income - Amount      | \$ 125,449                       | \$ 94,307     | \$ 97,368     | \$ 102,248    | \$ 108,400    |
| 22      | End of Year Balance                          | \$ 9,330,945                     | \$ 9,530,407  | \$ 9,943,244  | \$ 10,506,273 | \$ 11,173,663 |
| 23      | Operating Reserve Target = 120 Days of OpEx  | \$ 5,254,616                     | \$ 5,151,226  | \$ 5,289,047  | \$ 5,455,082  | \$ 5,652,363  |
| 24      | Amount Available Above Reserve Target        | \$ 4,076,329                     | \$ 4,379,181  | \$ 4,654,197  | \$ 5,051,191  | \$ 5,521,301  |
|         | <b>Capital Fund</b>                          |                                  |               |               |               |               |
| 25      | Beginning Year Balance                       | \$ 3,207,648                     | \$ 20,153,457 | \$ 14,333,100 | \$ 7,409,369  | \$ 4,917,390  |
|         | Transfers In:                                |                                  |               |               |               |               |
| 26      | From Annual Operations                       | \$ 3,999,584                     | \$ 4,026,069  | \$ 4,176,097  | \$ 4,331,694  | \$ 4,498,988  |
| 27      | From Operating Cash                          | 20,000,000                       | -             | -             | -             | -             |
| 28      | From Loan Proceeds                           | -                                | -             | -             | -             | -             |
| 29      | From System Reserves                         | -                                | -             | -             | -             | -             |
| 30      | Additional                                   | -                                | -             | -             | -             | -             |
|         | Transfers Out:                               |                                  |               |               |               |               |
| 31      | To Capital Improvement Plan                  | \$ 7,170,000                     | \$ 10,018,000 | \$ 11,208,000 | \$ 6,885,000  | \$ 6,462,000  |
| 32      | To Reserves                                  | -                                | -             | -             | -             | -             |
| 33      | To Operating Cash                            | -                                | -             | -             | -             | -             |
| 34      | Additional                                   | -                                | -             | -             | -             | -             |
| 35      | Investment Income - Rate                     | 1.00%                            | 1.00%         | 1.00%         | 1.00%         | 1.00%         |
| 36      | Unrestricted Investment Income - Amount      | \$ 116,224                       | 171574.9095   | \$ 108,171    | \$ 61,327     | \$ 39,359     |
| 37      | End of Year Balance                          | \$ 20,153,457                    | \$ 14,333,100 | \$ 7,409,369  | \$ 4,917,390  | \$ 2,993,738  |
| 38      | Capital Reserve Target = Annual Depreciation | \$ 2,585,843                     | \$ 2,585,843  | \$ 2,585,843  | \$ 2,585,843  | \$ 2,585,843  |
| 39      | Amount Available Above Reserve Target        | \$ 17,567,614                    | \$ 11,747,258 | \$ 4,823,526  | \$ 2,331,548  | \$ 407,895    |



Village of Palm Springs, Florida  
Water and Wastewater System Rate Study  
Water and Wastewater System

Calculation of Fund (Cash) Balances and Investment Income

| Line<br>No | Description                             | Fiscal Year Ending September 30, |                  |                  |                  |                  |
|------------|-----------------------------------------|----------------------------------|------------------|------------------|------------------|------------------|
|            |                                         | 2020                             | 2021             | 2022             | 2023             | 2024             |
|            | <b>Loan Proceeds - Series 2013</b>      |                                  |                  |                  |                  |                  |
| 40         | Beginning Year Balance                  | \$ 4,482,708                     | \$ 22,414        | \$ 22,638        | \$ 22,864        | \$ 23,093        |
|            | Transfers In:                           |                                  |                  |                  |                  |                  |
| 41         | Additional                              | \$ -                             | \$ -             | \$ -             | \$ -             | \$ -             |
|            | Transfers Out:                          |                                  |                  |                  |                  |                  |
| 42         | To Capital Improvement Plan             | \$ -                             | \$ -             | \$ -             | \$ -             | \$ -             |
| 43         | To Capital Fund                         | -                                | -                | -                | -                | -                |
| 44         | To Operating Cash                       | 4,482,708                        | -                | -                | -                | -                |
| 45         | Additional                              | -                                | -                | -                | -                | -                |
| 46         | Investment Income - Rate                | 1.00%                            | 1.00%            | 1.00%            | 1.00%            | 1.00%            |
| 47         | Unrestricted Investment Income - Amount | \$ 22,414                        | \$ 224           | \$ 226           | \$ 229           | \$ 231           |
| 48         | End of Year Balance                     | <u>\$ 22,414</u>                 | <u>\$ 22,638</u> | <u>\$ 22,864</u> | <u>\$ 23,093</u> | <u>\$ 23,324</u> |

Table 9

**City of West Palm Beach, Florida  
Water and Wastewater System**

**Comparison of Monthly Residential Bill for Water Service [1]**

|          |                                                             | Residential Service for a 5/8" or 3/4" Meter |               |               |               |               |                |                |                |
|----------|-------------------------------------------------------------|----------------------------------------------|---------------|---------------|---------------|---------------|----------------|----------------|----------------|
| Line No. | Description                                                 | 0 Gallons                                    | 2,000 Gallons | 4,000 Gallons | 5,000 Gallons | 8,000 Gallons | 10,000 Gallons | 15,000 Gallons | 20,000 Gallons |
|          | <b>Village of Palm Springs</b>                              |                                              |               |               |               |               |                |                |                |
| 1        | Existing Rates - Fiscal Year 2020                           | \$12.27                                      | \$18.37       | \$24.47       | \$27.52       | \$38.53       | \$46.49        | \$66.39        | \$86.29        |
| 2        | Recommended Rates - Fiscal Year 2021                        | 12.39                                        | 18.55         | 24.71         | 27.79         | 38.91         | 46.95          | 67.05          | 87.15          |
|          | <b><u>Other Utilities Located in Palm Beach County:</u></b> |                                              |               |               |               |               |                |                |                |
| 3        | City of Boca Raton [3]                                      | \$14.69                                      | \$16.41       | \$18.13       | \$18.99       | \$21.57       | \$23.29        | \$30.61        | \$40.96        |
| 4        | City of Boynton Beach                                       | 12.90                                        | 16.34         | 19.78         | 21.51         | 26.67         | 31.48          | 46.93          | 62.38          |
| 5        | City of Delray Beach                                        | 15.72                                        | 15.72         | 16.97         | 18.22         | 21.97         | 24.47          | 32.97          | 42.97          |
| 6        | City of West Palm Beach [2]                                 | 23.08                                        | 30.22         | 37.36         | 40.93         | 53.47         | 62.43          | 87.21          | 113.55         |
| 7        | City of Lake Worth [2]                                      | 21.14                                        | 27.96         | 34.78         | 40.03         | 55.78         | 70.00          | 121.54         | 183.74         |
| 8        | Town of Lantana                                             | 21.14                                        | 23.78         | 26.42         | 27.74         | 33.74         | 37.74          | 51.94          | 66.14          |
| 9        | Palm Beach County [2]                                       | 16.05                                        | 19.03         | 22.01         | 25.31         | 35.21         | 41.81          | 83.36          | 124.91         |
| 10       | Riviera Beach Utility District [2]                          | 18.13                                        | 23.35         | 28.57         | 31.18         | 41.89         | 49.03          | 72.53          | 96.03          |
| 11       | Seacoast Utility Authority                                  | 21.75                                        | 23.95         | 26.15         | 27.25         | 37.03         | 45.71          | 67.41          | 89.11          |
| 12       | Village of Tequesta [2]                                     | 19.67                                        | 25.91         | 32.15         | 35.27         | 44.63         | 50.87          | 72.86          | 99.11          |
| 13       | Village of Wellington [2]                                   | 20.01                                        | 24.53         | 29.05         | 31.31         | 40.31         | 47.05          | 63.90          | 86.50          |
| 14       | Other Utilities Located in Palm Beach County Average        | \$18.57                                      | \$22.47       | \$26.49       | \$28.88       | \$37.48       | \$43.99        | \$66.48        | \$91.40        |
|          | <b><u>Other Neighboring Utilities:</u></b>                  |                                              |               |               |               |               |                |                |                |
| 15       | Broward County                                              | \$17.13                                      | \$20.37       | \$24.90       | \$27.81       | \$44.36       | \$58.00        | \$96.39        | \$137.64       |
| 16       | City of Cooper City [2]                                     | 12.79                                        | 19.13         | 25.47         | 28.64         | 39.65         | 46.99          | 70.24          | 93.49          |
| 17       | City of Coral Springs                                       | 13.95                                        | 17.43         | 20.91         | 23.60         | 31.67         | 39.73          | 65.91          | 96.11          |
| 18       | City of Dania Beach                                         | 14.55                                        | 22.73         | 30.91         | 35.00         | 54.62         | 67.70          | 102.03         | 142.88         |
| 19       | Town of Davie                                               | 22.23                                        | 29.57         | 36.91         | 40.58         | 56.99         | 67.93          | 104.43         | 140.93         |
| 20       | City of Fort Lauderdale [2]                                 | 6.77                                         | 11.67         | 19.53         | 24.94         | 41.17         | 54.71          | 95.64          | 141.29         |
| 21       | City of Hollywood [2]                                       | 7.82                                         | 14.50         | 22.06         | 28.74         | 48.80         | 62.16          | 120.80         | 187.58         |
| 22       | Fort Pierce Utilities Authority                             | 14.64                                        | 25.89         | 29.64         | 33.39         | 44.64         | 52.14          | 75.59          | 103.69         |
| 23       | Martin County [2]                                           | 17.61                                        | 22.13         | 26.65         | 28.91         | 35.69         | 40.21          | 56.21          | 76.66          |
| 24       | Okeechobee Utility Authority                                | 20.01                                        | 28.45         | 39.01         | 45.35         | 64.37         | 77.05          | 108.75         | 140.45         |
| 25       | City of Port St. Lucie [2]                                  | 9.77                                         | 18.93         | 28.09         | 32.67         | 50.58         | 62.52          | 96.51          | 133.26         |
| 26       | St. Lucie County [2]                                        | 23.62                                        | 31.16         | 38.70         | 42.47         | 62.39         | 75.67          | 119.72         | 171.07         |
| 27       | City of Sunrise [2]                                         | 20.87                                        | 29.05         | 37.23         | 41.32         | 53.59         | 61.77          | 82.22          | 102.67         |
| 28       | City of Tamarac [2]                                         | 11.77                                        | 15.31         | 19.44         | 21.80         | 31.28         | 38.40          | 64.21          | 95.36          |
| 29       | Other Neighboring Utilities' Average                        | \$15.25                                      | \$21.88       | \$28.53       | \$32.52       | \$47.13       | \$57.50        | \$89.90        | \$125.93       |
| 30       | Other Surveyed Florida Utilities' Average                   | \$16.71                                      | \$22.14       | \$27.63       | \$30.92       | \$42.88       | \$51.55        | \$79.60        | \$110.74       |

**Footnotes:**

- [1] Unless otherwise noted, amounts shown reflect residential rates in effect June 2020 and are exclusive of taxes, franchise fees or water restriction surcharges, if any, and reflect rates charged for inside the city service. All rates are as reported by the respective utility. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed utility.
- [2] Utility is currently involved in a rate study, is planning to conduct a rate study, or is expected to implement a rate revision or price index / pass-through adjustment within the next twelve months following the comparison preparation date.
- [3] City of Boca Raton rates assume two bathrooms for bi-monthly usage of 16,000 gallons or less and 3 bathrooms for bi-monthly usage above 16,000 gallons.

Table 10

**City of West Palm Beach, Florida  
Water and Wastewater System**

**Comparison of Monthly Residential Bill for Wastewater Service [1]**

|                                               |                                                      | Residential Service for a 5/8" or 3/4" Meter |                            |                            |                            |                             |                              |                              |                              |
|-----------------------------------------------|------------------------------------------------------|----------------------------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|------------------------------|------------------------------|------------------------------|
| Line No.                                      | Description                                          | 0 Gallons<br>(0.0 CCF)                       | 2,000 Gallons<br>(2.7 CCF) | 4,000 Gallons<br>(5.3 CCF) | 5,000 Gallons<br>(6.7 CCF) | 8,000 Gallons<br>(10.7 CCF) | 10,000 Gallons<br>(13.4 CCF) | 15,000 Gallons<br>(20.1 CCF) | 20,000 Gallons<br>(26.7 CCF) |
| Village of Palm Springs                       |                                                      |                                              |                            |                            |                            |                             |                              |                              |                              |
| 1                                             | Existing Rates - Fiscal Year 2020                    | \$11.09                                      | \$25.47                    | \$39.85                    | \$47.04                    | \$68.61                     | \$68.61                      | \$68.61                      | \$68.61                      |
| 2                                             | Recommended Rates - Fiscal Year 2021                 | 11.20                                        | 25.72                      | 40.24                      | 47.50                      | 69.28                       | 69.28                        | 69.28                        | 69.28                        |
| Other Utilities Located in Palm Beach County: |                                                      |                                              |                            |                            |                            |                             |                              |                              |                              |
| 3                                             | City of Boca Raton [3]                               | 18.58                                        | 26.62                      | 34.66                      | 38.68                      | 50.74                       | 58.78                        | 78.88                        | 98.98                        |
| 4                                             | City of Boynton Beach                                | 18.95                                        | 23.31                      | 27.67                      | 29.85                      | 34.21                       | 34.21                        | 34.21                        | 34.21                        |
| 5                                             | City of Delray Beach                                 | 18.04                                        | 24.82                      | 31.61                      | 35.00                      | 45.17                       | 51.96                        | 58.74                        | 58.74                        |
| 6                                             | City of West Palm Beach [2]                          | 13.77                                        | 24.63                      | 35.48                      | 40.91                      | 57.19                       | 68.05                        | 78.73                        | 78.73                        |
| 7                                             | City of Lake Worth [2]                               | 15.66                                        | 25.14                      | 34.62                      | 39.36                      | 53.58                       | 63.06                        | 72.54                        | 72.54                        |
| 8                                             | Town of Lantana                                      | 14.01                                        | 23.71                      | 33.41                      | 38.26                      | 52.81                       | 62.51                        | 62.51                        | 62.51                        |
| 9                                             | Palm Beach County [2]                                | 17.85                                        | 21.89                      | 25.93                      | 30.67                      | 44.89                       | 54.37                        | 54.37                        | 54.37                        |
| 10                                            | Riviera Beach Utility District [2]                   | 17.54                                        | 23.18                      | 28.82                      | 31.64                      | 40.10                       | 45.74                        | 45.74                        | 45.74                        |
| 11                                            | Seacoast Utility Authority                           | 31.77                                        | 33.23                      | 34.69                      | 35.42                      | 37.61                       | 39.07                        | 39.07                        | 39.07                        |
| 12                                            | Village of Tequesta [2]                              | 22.75                                        | 22.75                      | 22.75                      | 22.75                      | 22.75                       | 22.75                        | 22.75                        | 22.75                        |
| 13                                            | Village of Wellington [2]                            | 19.08                                        | 23.28                      | 27.48                      | 29.58                      | 35.88                       | 40.08                        | 50.58                        | 50.58                        |
| 14                                            | Other Utilities Located in Palm Beach County Average | \$18.91                                      | \$24.78                    | \$30.65                    | \$33.83                    | \$43.18                     | \$49.14                      | \$54.37                      | \$56.20                      |
| Other Neighboring Utilities:                  |                                                      |                                              |                            |                            |                            |                             |                              |                              |                              |
| 15                                            | Broward County                                       | \$20.54                                      | \$29.06                    | \$37.58                    | \$41.84                    | \$54.62                     | \$63.14                      | \$84.44                      | \$84.44                      |
| 16                                            | City of Cooper City [2]                              | 26.67                                        | 32.71                      | 38.75                      | 41.77                      | 50.83                       | 56.87                        | 56.87                        | 56.87                        |
| 17                                            | City of Coral Springs                                | 23.04                                        | 31.80                      | 40.56                      | 44.94                      | 58.08                       | 66.84                        | 88.74                        | 110.64                       |
| 18                                            | City of Dania Beach                                  | 21.52                                        | 36.44                      | 51.36                      | 58.82                      | 81.20                       | 96.12                        | 133.42                       | 170.72                       |
| 19                                            | Town of Davie                                        | 39.83                                        | 54.17                      | 68.51                      | 75.68                      | 97.19                       | 111.53                       | 147.38                       | 147.38                       |
| 20                                            | City of Fort Lauderdale [2]                          | 11.33                                        | 19.65                      | 33.00                      | 42.19                      | 69.76                       | 88.14                        | 134.09                       | 180.04                       |
| 21                                            | City of Hollywood [2]                                | 7.83                                         | 27.24                      | 46.65                      | 56.36                      | 85.48                       | 104.89                       | 116.73                       | 116.73                       |
| 22                                            | Fort Pierce Utilities Authority                      | 15.76                                        | 27.06                      | 38.36                      | 44.01                      | 60.96                       | 72.26                        | 72.26                        | 72.26                        |
| 23                                            | Martin County [2]                                    | 18.27                                        | 27.19                      | 36.11                      | 40.57                      | 53.95                       | 62.87                        | 62.87                        | 62.87                        |
| 24                                            | Okeechobee Utility Authority                         | 22.36                                        | 36.28                      | 50.20                      | 57.16                      | 78.04                       | 91.96                        | 126.76                       | 161.56                       |
| 25                                            | City of Port St. Lucie [2]                           | 16.88                                        | 32.70                      | 48.52                      | 56.43                      | 80.16                       | 80.16                        | 80.16                        | 80.16                        |
| 26                                            | St. Lucie County [2]                                 | 25.05                                        | 40.11                      | 55.17                      | 62.70                      | 85.29                       | 100.35                       | 100.35                       | 100.35                       |
| 27                                            | City of Sunrise [2]                                  | 29.68                                        | 38.00                      | 46.32                      | 50.48                      | 62.96                       | 71.28                        | 92.08                        | 96.24                        |
| 28                                            | City of Tamarac [2]                                  | 18.75                                        | 28.35                      | 37.95                      | 42.75                      | 57.15                       | 66.75                        | 76.35                        | 76.35                        |
| 29                                            | Other Neighboring Utilities' Average                 | \$21.25                                      | \$32.91                    | \$44.93                    | \$51.12                    | \$69.69                     | \$80.94                      | \$98.04                      | \$108.33                     |
| 30                                            | Other Surveyed Florida Utilities' Average            | \$20.22                                      | \$29.33                    | \$38.65                    | \$43.51                    | \$58.02                     | \$66.95                      | \$78.82                      | \$85.39                      |

**Footnotes:**

- [1] Unless otherwise noted, amounts shown reflect residential rates in effect June 2020 and are exclusive of taxes, franchise fees or water restriction surcharges, if any, and reflect rates charged for inside the city service. All rates are as reported by the respective utility. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed utility.
- [2] Utility is currently involved in a rate study, is planning to conduct a rate study, or is expected to implement a rate revision or price index / pass-through adjustment within the next twelve months following the comparison preparation date.
- [3] City of Boca Raton wastewater rates are based on number of bathrooms. Residential bill for wastewater service assumes two bathrooms.

Table 11

**City of West Palm Beach, Florida  
Water and Wastewater System**

**Comparison of Monthly Residential Bill for Combined Water and Wastewater Service [1]**

|                                          |                                                      | Residential Service for a 5/8" or 3/4" Meter |                            |                                |                            |                             |                              |                              |                              |
|------------------------------------------|------------------------------------------------------|----------------------------------------------|----------------------------|--------------------------------|----------------------------|-----------------------------|------------------------------|------------------------------|------------------------------|
| Line No.                                 | Description                                          | 0 Gallons<br>(0.0 CCF)                       | 2,000 Gallons<br>(2.7 CCF) | 4,000 Gallons [2]<br>(5.3 CCF) | 5,000 Gallons<br>(6.7 CCF) | 8,000 Gallons<br>(10.7 CCF) | 10,000 Gallons<br>(13.4 CCF) | 15,000 Gallons<br>(20.1 CCF) | 20,000 Gallons<br>(26.7 CCF) |
| <b>Village of Palm Springs</b>           |                                                      |                                              |                            |                                |                            |                             |                              |                              |                              |
| 1                                        | Existing Rates - Fiscal Year 2020                    | \$23.36                                      | \$43.84                    | \$64.32                        | \$74.56                    | \$107.14                    | \$115.10                     | \$135.00                     | \$154.90                     |
| 2                                        | Recommended Rates - Fiscal Year 2021                 | 23.59                                        | 44.27                      | 64.95                          | 75.29                      | 108.19                      | 116.23                       | 136.33                       | 156.43                       |
| <b>Other Surveyed Florida Utilities:</b> |                                                      |                                              |                            |                                |                            |                             |                              |                              |                              |
| 3                                        | City of Boca Raton [3]                               | \$33.27                                      | \$43.03                    | \$52.79                        | \$57.67                    | \$72.31                     | \$82.07                      | \$109.49                     | \$139.94                     |
| 4                                        | City of Boynton Beach                                | 31.85                                        | 39.65                      | 47.45                          | 51.36                      | 60.88                       | 65.69                        | 81.14                        | 96.59                        |
| 5                                        | City of Delray Beach                                 | 33.76                                        | 40.54                      | 48.58                          | 53.22                      | 67.14                       | 76.43                        | 91.71                        | 101.71                       |
| 6                                        | City of West Palm Beach [2]                          | 36.85                                        | 54.84                      | 72.84                          | 81.84                      | 110.66                      | 130.47                       | 165.94                       | 192.28                       |
| 7                                        | City of Lake Worth [2]                               | 36.80                                        | 53.10                      | 69.40                          | 79.39                      | 109.36                      | 133.06                       | 194.08                       | 256.28                       |
| 8                                        | Town of Lantana                                      | 35.15                                        | 47.49                      | 59.83                          | 66.00                      | 86.55                       | 100.25                       | 114.45                       | 128.65                       |
| 9                                        | Palm Beach County [2]                                | 33.90                                        | 40.92                      | 47.94                          | 55.98                      | 80.10                       | 96.18                        | 137.73                       | 179.28                       |
| 10                                       | Riviera Beach Utility District [2]                   | 35.67                                        | 46.53                      | 57.39                          | 62.82                      | 81.99                       | 94.77                        | 118.27                       | 141.77                       |
| 11                                       | Seacoast Utility Authority                           | 53.52                                        | 57.18                      | 60.84                          | 62.67                      | 74.64                       | 84.78                        | 106.48                       | 128.18                       |
| 12                                       | Village of Tequesta [2]                              | 42.42                                        | 48.66                      | 54.90                          | 58.02                      | 67.38                       | 73.62                        | 95.61                        | 121.86                       |
| 13                                       | Village of Wellington [2]                            | 39.09                                        | 47.81                      | 56.53                          | 60.89                      | 76.19                       | 87.13                        | 114.48                       | 137.08                       |
| 14                                       | Other Utilities Located in Palm Beach County Average | \$37.48                                      | \$47.25                    | \$57.14                        | \$62.71                    | \$80.65                     | \$93.13                      | \$120.85                     | \$147.60                     |
| <b>Other Neighboring Utilities:</b>      |                                                      |                                              |                            |                                |                            |                             |                              |                              |                              |
| 15                                       | Broward County                                       | \$37.67                                      | \$49.43                    | \$62.48                        | \$69.65                    | \$98.98                     | \$121.14                     | \$180.83                     | \$222.08                     |
| 16                                       | City of Cooper City [2]                              | 39.46                                        | 51.84                      | 64.22                          | 70.41                      | 90.48                       | 103.86                       | 127.11                       | 150.36                       |
| 17                                       | City of Coral Springs                                | 36.99                                        | 49.23                      | 61.47                          | 68.54                      | 89.75                       | 106.57                       | 154.65                       | 206.75                       |
| 18                                       | City of Dania Beach                                  | 36.07                                        | 59.17                      | 82.27                          | 93.82                      | 135.82                      | 163.82                       | 235.45                       | 313.60                       |
| 19                                       | Town of Davie                                        | 62.06                                        | 83.74                      | 105.42                         | 116.26                     | 154.18                      | 179.46                       | 251.81                       | 288.31                       |
| 20                                       | City of Fort Lauderdale [2]                          | 18.10                                        | 31.32                      | 52.53                          | 67.13                      | 110.93                      | 142.85                       | 229.73                       | 321.33                       |
| 21                                       | City of Hollywood [2]                                | 15.65                                        | 41.75                      | 68.71                          | 85.10                      | 134.27                      | 167.05                       | 237.53                       | 304.31                       |
| 22                                       | Fort Pierce Utilities Authority                      | 30.40                                        | 52.95                      | 68.00                          | 77.40                      | 105.60                      | 124.40                       | 147.85                       | 175.95                       |
| 23                                       | Martin County [2]                                    | 35.88                                        | 49.32                      | 62.76                          | 69.48                      | 89.64                       | 103.08                       | 119.08                       | 139.53                       |
| 24                                       | Okeechobee Utility Authority                         | 42.37                                        | 64.73                      | 89.21                          | 102.51                     | 142.41                      | 169.01                       | 235.51                       | 302.01                       |
| 25                                       | City of Port St. Lucie [2]                           | 26.65                                        | 51.63                      | 76.61                          | 89.10                      | 130.74                      | 142.68                       | 176.67                       | 213.42                       |
| 26                                       | St. Lucie County [2]                                 | 48.67                                        | 71.27                      | 93.87                          | 105.17                     | 147.68                      | 176.02                       | 220.07                       | 271.42                       |
| 27                                       | City of Sunrise [2]                                  | 50.55                                        | 67.05                      | 83.55                          | 91.80                      | 116.55                      | 133.05                       | 174.30                       | 198.91                       |
| 28                                       | City of Tamarac [2]                                  | 30.52                                        | 43.66                      | 57.39                          | 64.55                      | 88.43                       | 105.15                       | 140.56                       | 171.71                       |
| 29                                       | Other Neighboring Utilities' Average                 | \$36.50                                      | \$54.79                    | \$73.46                        | \$83.64                    | \$116.82                    | \$138.44                     | \$187.94                     | \$234.26                     |
| 30                                       | Other Surveyed Florida Utilities' Average            | \$36.93                                      | \$51.47                    | \$66.28                        | \$74.43                    | \$100.91                    | \$118.50                     | \$158.42                     | \$196.13                     |

## Footnotes:

- [1] Unless otherwise noted, amounts shown reflect residential rates in effect June 2020 and are exclusive of taxes, franchise fees or water restriction surcharges, if any, and reflect rates charged for inside the city service. All rates are as reported by the respective utility. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed utility.
- [2] Utility is currently involved in a rate study, is planning to conduct a rate study, or is expected to implement a rate revision or price index / pass-through adjustment within the next twelve months following the comparison preparation date.
- [3] City of Boca Raton wastewater rates are based on number of bathrooms. Residential bill for wastewater service assumes two bathrooms.





# Water and Wastewater Utility Rate Study

Fiscal Year 2020



# Study Purpose

- Identify Revenue Sufficiency
- Cost of Providing Water and Wastewater Services
- Evaluate Financial Impacts of Future Capital Improvement Plan
  - Water Treatment Plant Upgrades (MIEX)
  - Renewal and Replacements
- Develop 5-Year Rate Plan



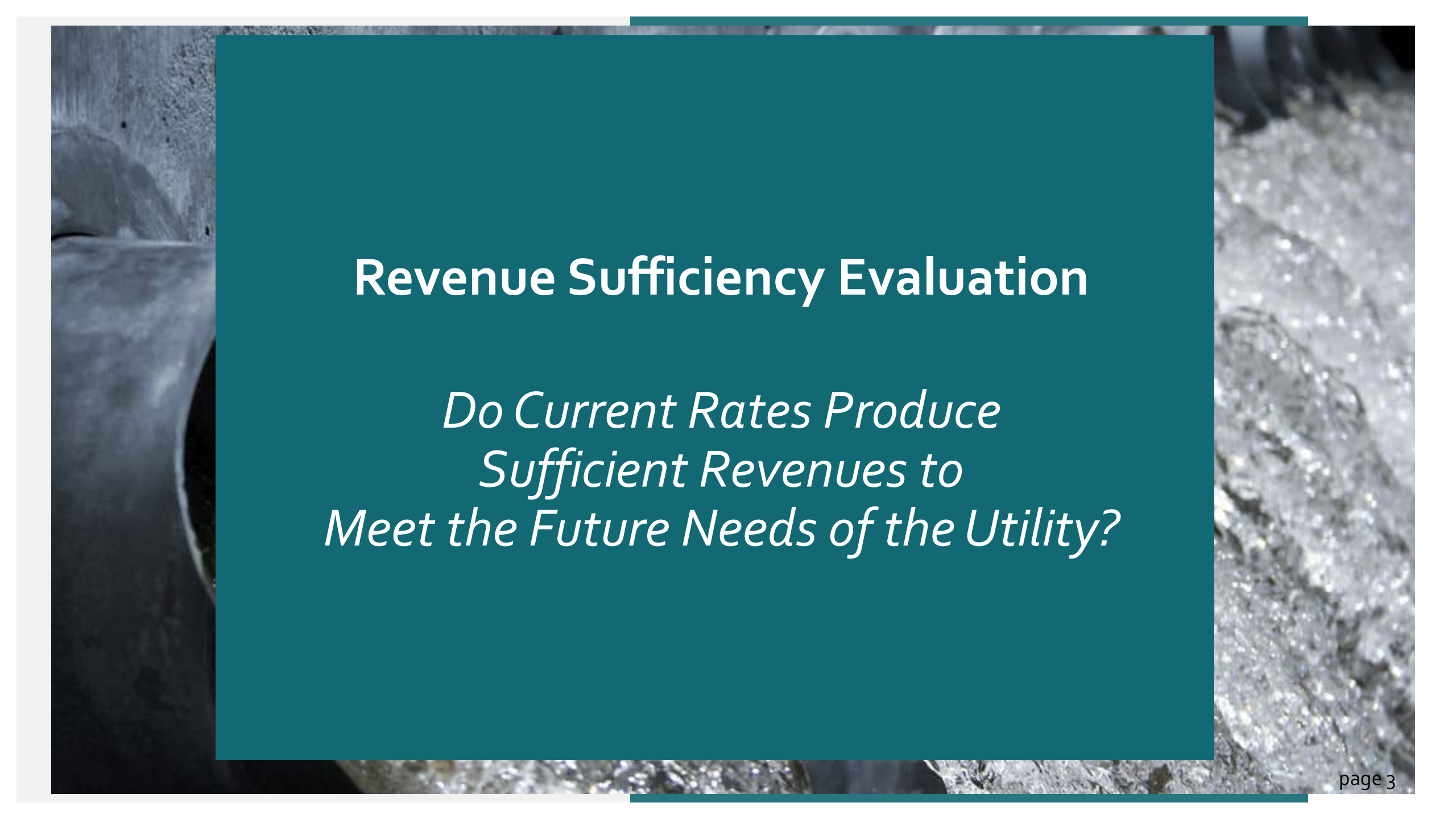
## About Us

### Raftelis Financial Consultants

- National Financial, Management, Technology, & Rate Consulting Firm

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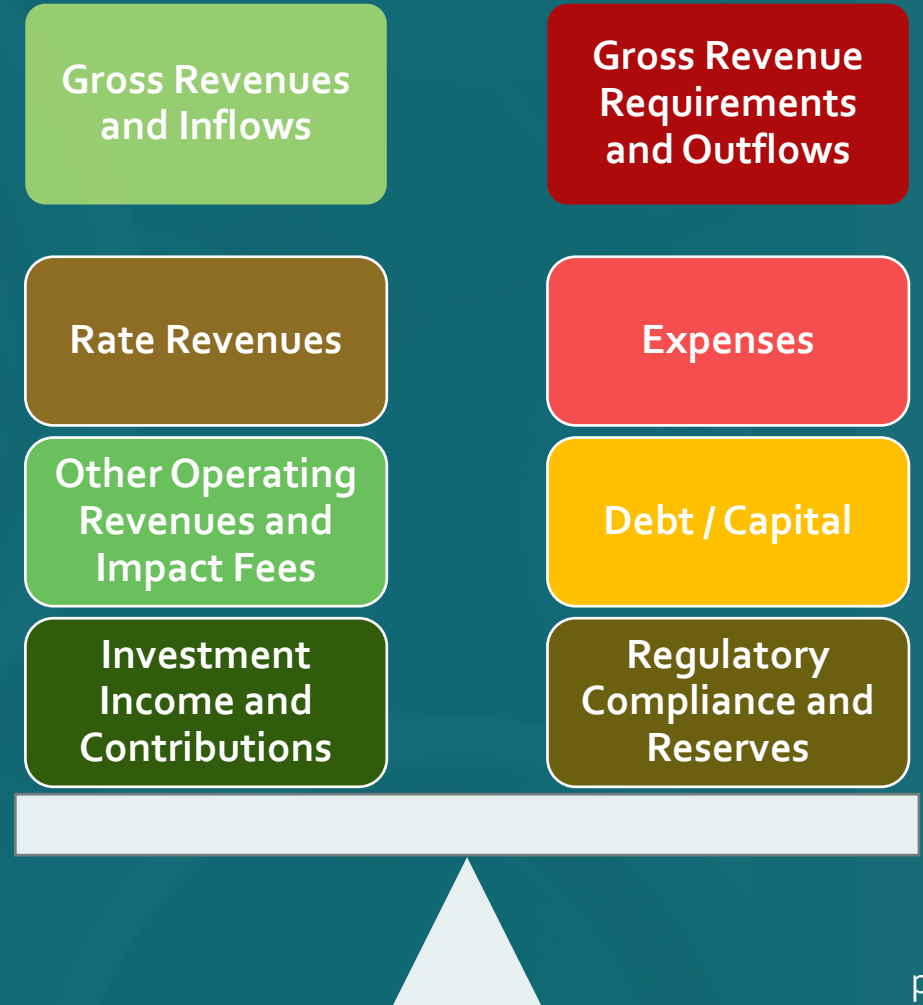
- Industry Leading Engineering & Planning Consulting Firm

The background of the slide is a photograph of a rugged, rocky coastline. The rocks are dark and jagged, with some areas appearing wet or covered in seaweed. The sky is a pale, overcast blue. A large, semi-transparent teal rectangle is centered over the image, serving as a backdrop for the text.

# Revenue Sufficiency Evaluation

*Do Current Rates Produce  
Sufficient Revenues to  
Meet the Future Needs of the Utility?*

# What is Revenue Sufficiency?





FY-2021

# Operating Revenues = \$21,220,000

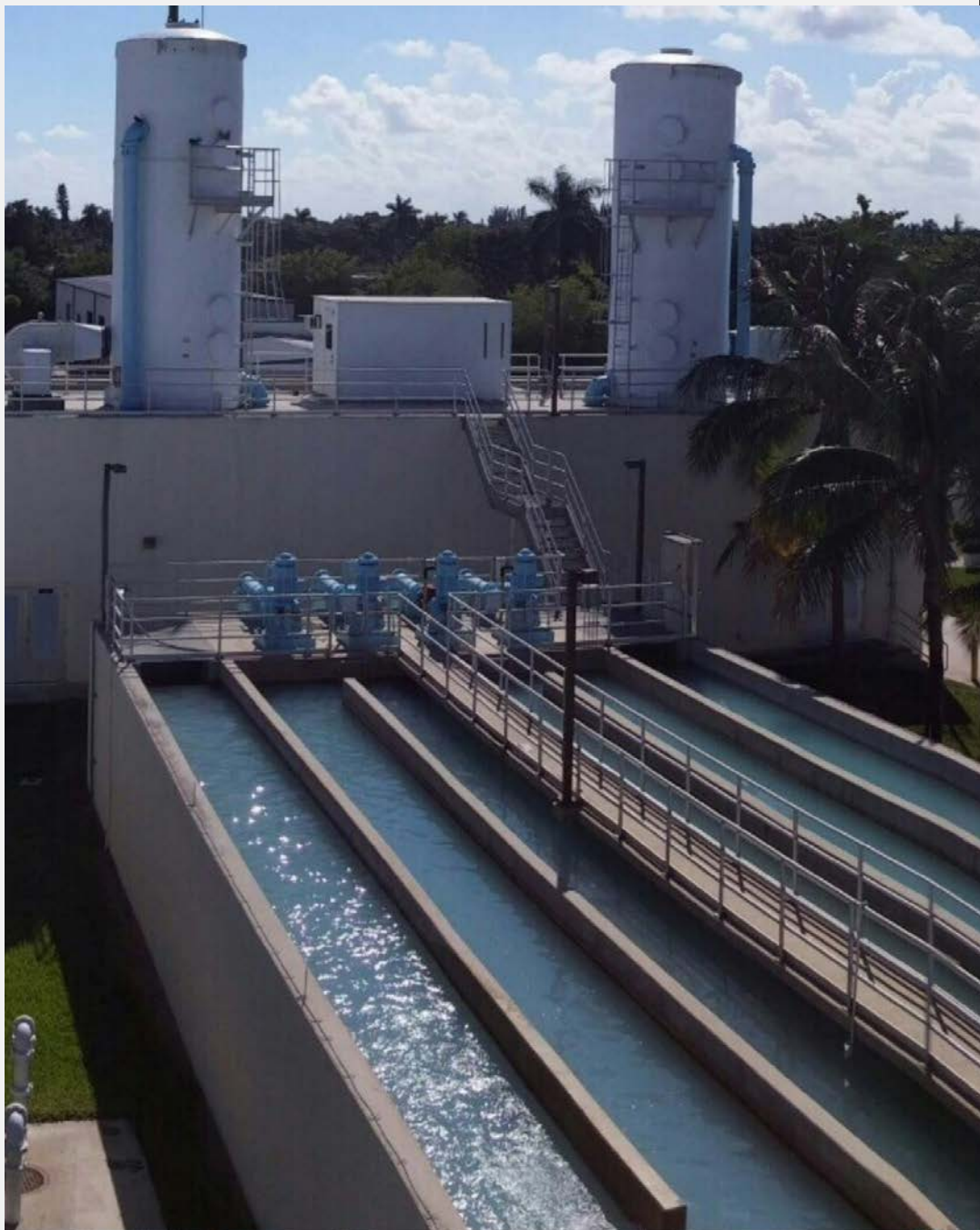
- Retail Rate Revenues = \$20,600,000
    - Water = \$8,900,000
    - Wastewater - \$11,700,000
    - Account for Approximately 95% of Gross System Revenues
    - 33% Recovered from Base Charge (Revenue Stability)
  - Other Operating Revenues = \$620,000
    - Delinquent Account Related Fees = \$390,000
    - Investment Income = \$230,000 (Will Reduce as Capital Spending Increases, Reducing Reserve Balances)
- \*Does not include capital contribution fee revenues of \$460,000





# O&M Expense = \$15,950,000

- Direct Operational Expenses = \$9,400,000 (59%)
  - Personnel Related = \$5,700,000 (Fixed)
  - Electric and Chemicals = \$1,100,000 (Variable)
  - Other Expenses = \$2,600,000 (Customer Service, Repair and Maintenance, Plant Operations, and Contractual Services) (Fixed & Variable)
- Wastewater Treatment = \$3,250,000 (20%)
  - Palm Beach County – \$915,000 (\$3.17 / Kgal)
    - Contract Allows for inflationary Adjustments and No Minimum Purchases
    - Provides 23% of Treatment Requirement
  - City of Lake Worth – \$2,335,000 (\$2.11 / Kgal Average)
    - Rate Based on Cost from East Central Regional (ECR) Wastewater Treatment Facility and Lake Worth Admin and R&R Added
    - Provides 77% of Treatment Needs
- Indirect Operating Expenses = \$3,300,000 (21%)
  - Administrative Charge (12% Prior Years Utility Revenues), Rent, & IT Charges



# CIP Planning Considerations

- Utilized Master Plan Recommendations (2019)
- Consider Aging Infrastructure and Facilities
- Facilities are Adequate to Meet Potential Future Regulations
- Environmental Pressures (i.e., Contamination from Septic Tanks, Water Quality Degradation, etc.)
- Pending Regulations are Often Not Known
- Costs for Rehabilitated or New Water Treatment Facilities Will be the Driving Factor for Rate Increases for the Next 10 to 20 Years



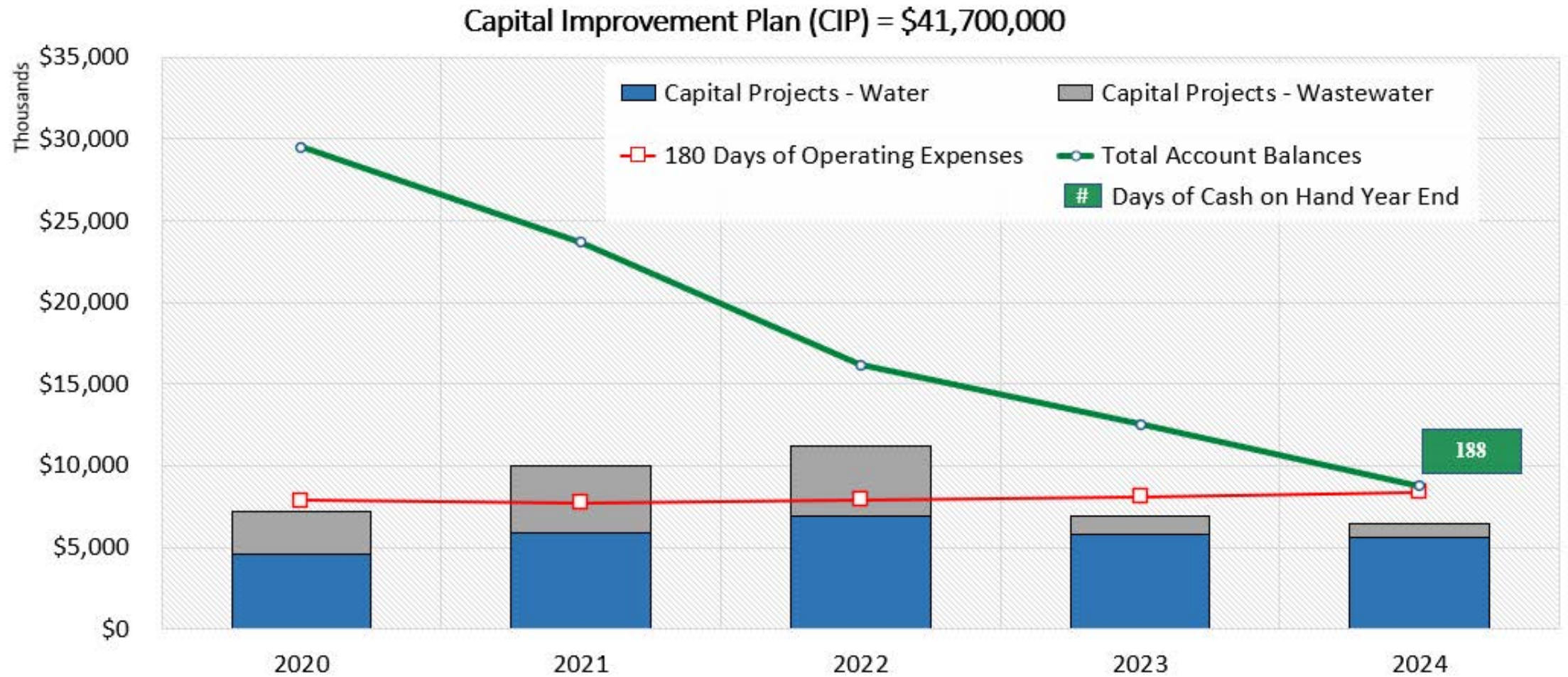


# Capital Funding

- Consider Short- and Long-Term Funding Requirements
- Evaluate Funding Options of Near-Term Renewal and Replacement Projects
- Evaluated Two Funding Options
  - “Pay-As-You-Go” Capital Funding
    - Funding Capital Projects Through Existing Rates and Cash Above Reserve Targets
    - Improve Financial Position for Potential Future Debt Needs
    - Higher Rates in Near Term
  - Potential Debt Funding (SRF Loan)
    - Post Forecast Possibility (Beyond 2025)
    - Low Interest Costs / Favorable Terms
    - Lower Rates in Near Term



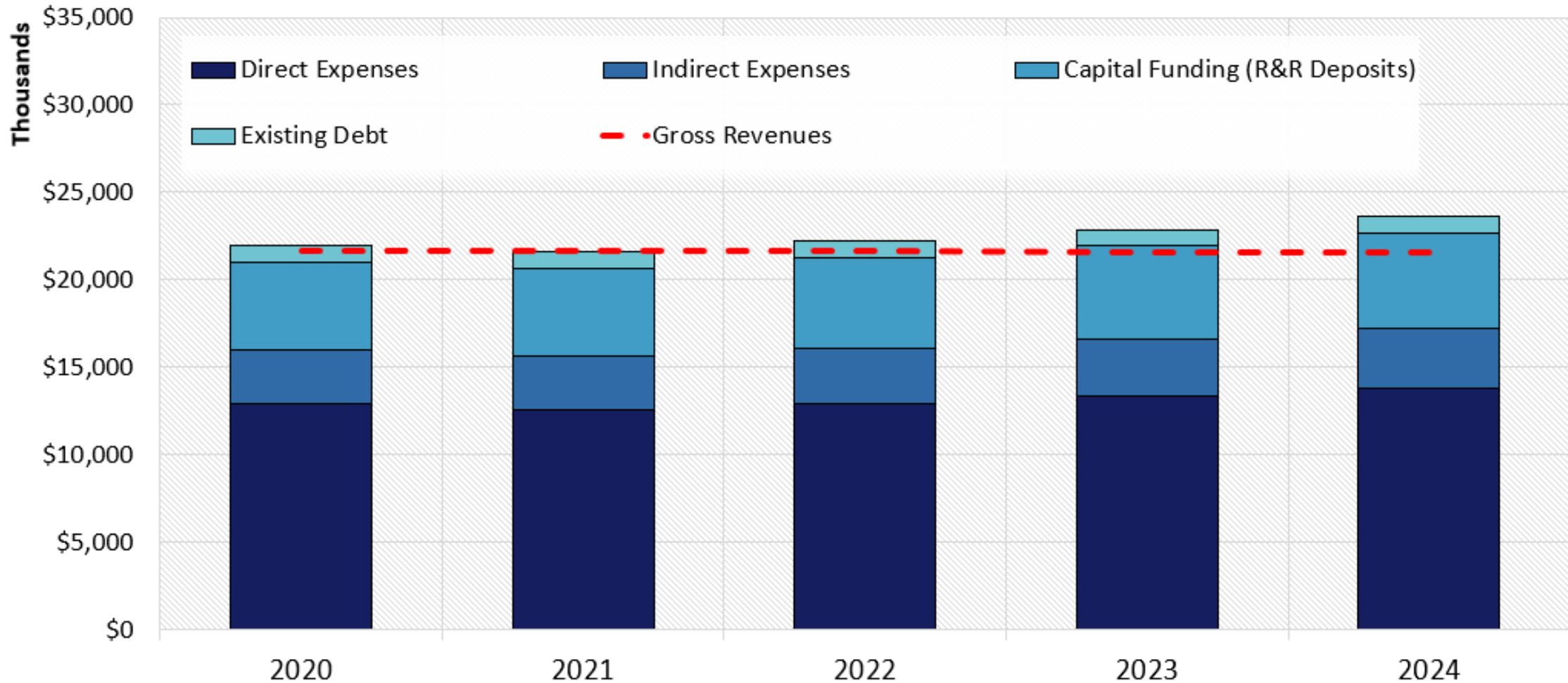
# Capital Improvement Plan with No Rate Adjustments (FY 2020 Rates)



- Fitch Median Days of Cash = 561 (All Credits)

# Revenue Requirements - No Rate Adjustments (FY 2020 Rates)

Combined System - Gross Revenue Requirement



- Identifies Total Amount Required to be Funded from Existing Revenues (OpEx, Debt Service, Capital)



# Financial Position

- Assess Current Financial Metrics (Credit Rating)
    - Fitch AA Medians
      - All-In Debt Service Coverage 530% **Strong**
      - Days of Cash = 714 Days **Strong**
      - Free Cash Flow to Depreciation = 140% **Strong**
      - Operating Margin = 27% **Below Average\***
      - Debt to Equity = 26% **Strong**
      - Utility Bill as % of Income = 2% **Average**
  - Utility Currently in Favorable Financial Position
  - To Maintain Fiscal Position for Future Needs
- \* **Acceptable considering lower debt service**

# Recommendations

- Adopt 4-Year Rate Plan

## Recommended Rate Adjustments

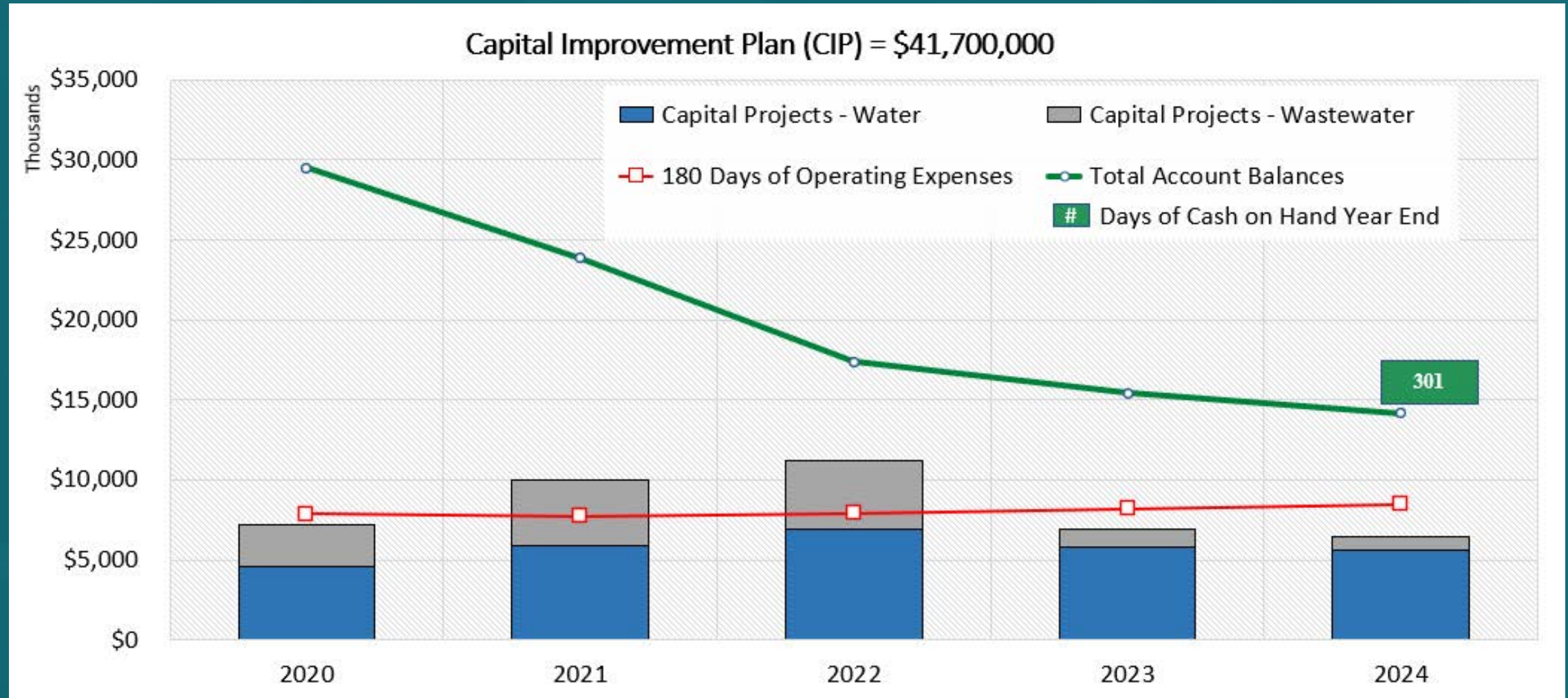
|                                | 2020        | 2021         | 2022        | 2023        | 2024        |
|--------------------------------|-------------|--------------|-------------|-------------|-------------|
| Original Recommend Adjustments | 0.0%        | 4.0%         | 4.0%        | 4.0%        | 4.0%        |
| COVID Impact Reduction         | <u>0.0%</u> | <u>-3.0%</u> | <u>0.0%</u> | <u>0.0%</u> | <u>0.0%</u> |
| Proposed Rate Adjustments      | <b>0.0%</b> | <b>1.0%</b>  | <b>4.0%</b> | <b>4.0%</b> | <b>4.0%</b> |

- Customer Notification per Chapter 18o
- Minor Incremental Adjustments vs. Large 1-Time Increase
- Maintains Strong Financial Position
- Allows for System Reinvestment (Funding of CIP)



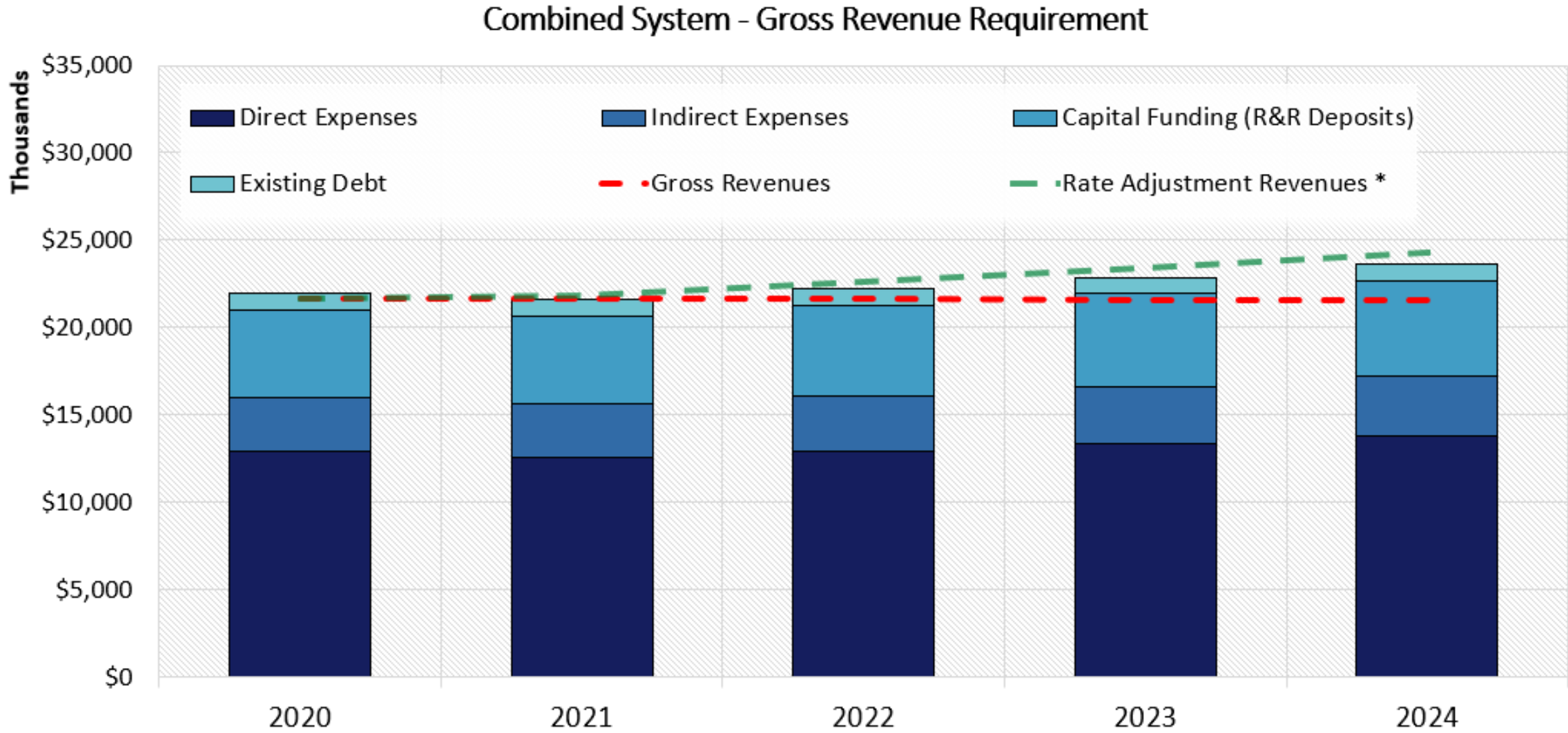


# Capital Improvement Plan with Recommended Rates (FY 2021 1%, FY 2022 -2024 4%)



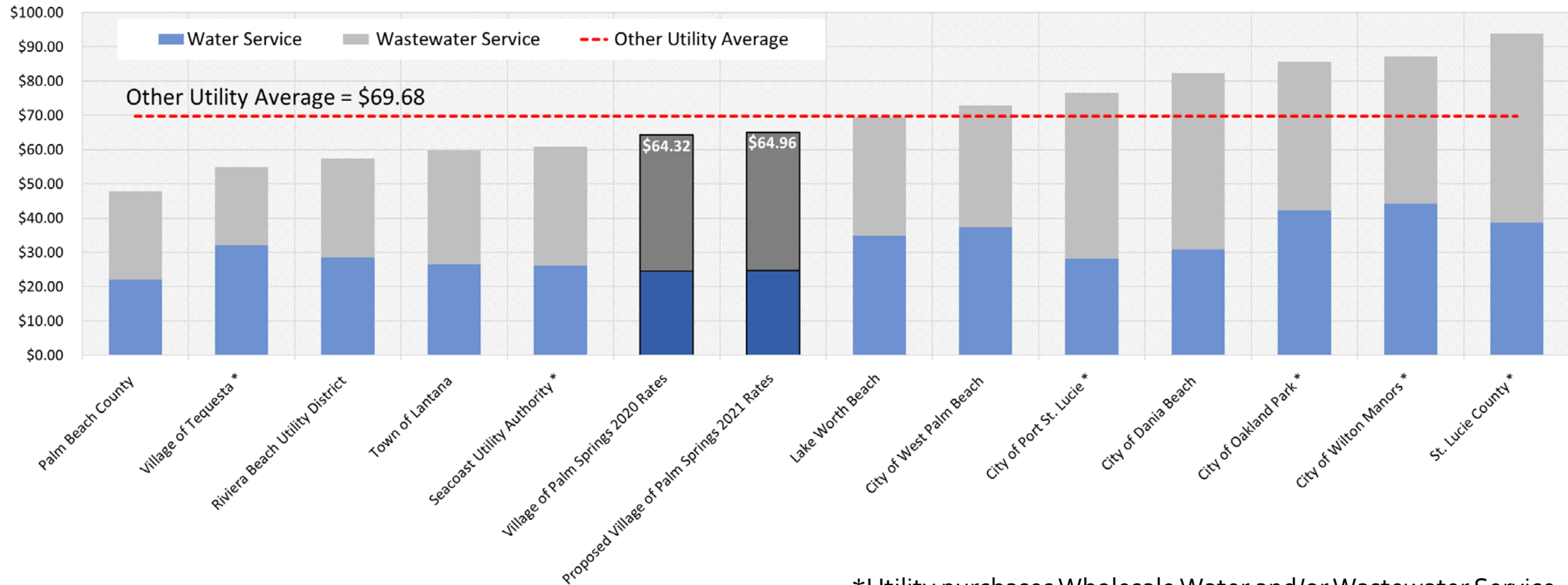
- Fiscal Year 2024 Days of Cash Increases From 188 to 301

# Revenue Requirements with Recommended Rates



\* Based on Recommended Rate Adjustments (FY2021 1%, FY2022-2024 4%)

# Comparison of Residential Monthly Bill @ 4,000 Gallons



\*Utility purchases Wholesale Water and/or Wastewater Service

- Other Neighboring Utilities Shown Based on their FY2020 Rates



A close-up photograph of several blue pipes, showing their circular openings and the texture of the material. The pipes are arranged in a way that creates a sense of depth and repetition.

# Questions and Comments



IS NOW  
PART OF



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# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Finance

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**ITEM 9.3:** Ordinance No. 2020-14 - Establish FY 2020-2021 Millage Rates - Operating & Debt Service (*FIRST READING*)

**SUMMARY:**

The Village Council is requested to establish the final operating and debt service millage (property tax) rates for the Village of Palm Springs for the upcoming Fiscal Year (FY) beginning October 1, 2020 and ending September 30, 2021. Additionally, the Council is requested to consider certifying the Village's taxable values to the PBC Property Appraiser as well as other related financial information:

- The gross taxable value for all properties within the Village for FY 2021 - an increase of \$113,379,880 over FY 2020
- The rolled-back rate is calculated at \$3.3221 per 1,000 of taxable value
- The Village's proposed FY 2021 operating millage for the General Fund is \$3.50 per \$1,000 of taxable value or a increase of 5.36% over rolled-back rate (At 100% collection, the operating millage is expected to generate \$5,033,685 in ad-valorem tax revenue; however, the Village budgets at a 96% collection ratio; thus, the proposed budgeted revenue is expected to be \$4,832,338).
- The total taxable value within the Village to calculate the debt service millage rate is \$1,440,858,857; thus the proposed millage rate required to pay the Village's general obligation debt for FY 2021 is \$0.3104 per \$1,000 of taxable value
- The gross taxable increment value for the newly created Palm Springs Community Redevelopment Agency (CRA) for FY 2021 is \$20,625,933. This is the first year that the Palm Springs CRA will receive TIF funding from both the Village of Palm Springs and Palm Beach County at the Village's approved millage rate - proposed \$3.50 per \$1,000 of taxable value (At 100% collection, the total increment/revenue expected to be generated is \$144,382; however, the Village budgets at a 95% collection ratio; thus, the proposed budgeted increment/revenue is expected to be \$138,606).

- The proposed operating millage rate of \$3.5000 per \$1,000 of assessed valuation and the voted debt service millage rate of \$0.3104 per \$1,000 of taxable value provide for a total millage rate of \$3.8104
- The combined proposed millage rates for FY 2021 (3.5000 operating + 0.3104 debt = 3.8104 total mills) is 0.0277 mills lower than the combined approved millage rates for FY 2020 (3.5000 operating + 0.3381 debt = 3.8381 total mills)

As a result, the proposed Ordinance establishes the final millage rates for Fiscal Year 2021.

The proposed total millage rate is proposed to be decreased for the 8th consecutive year, with the operating rate proposed to remain constant and the debt service rate is expected to be decreased in FY 2021.

If approved on 1st reading, the proposed FY 2021 millage rate ordinance will be presented to the Village Council for consideration on 2nd and final reading during the September 24, 2020, Council meeting.

Note: Following final approval, staff will submit the required Form DR-420 - Certification of Taxable Value and the Form DR- 420Debt - Certification of Voted Debt Millage to the PBC Property Appraiser, PBC Tax Collector and the State of Florida.

#### **FISCAL IMPACT:**

The proposed total millage rate is proposed to be decreased for the 8th consecutive year, with the operating rate proposed to remain constant and the debt service rate is expected to be decreased in FY 2021.

The combined proposed millage rates for FY 2021 (3.5000 operating + 0.3104 debt = 3.8104 total mills) is 0.0277 mills lower than the combined approved millage rates for FY 2020 (3.5000 operating + 0.3381 debt = 3.8381 total mills).

The gross taxable increment value for the newly created Palm Springs Community Redevelopment Agency (CRA) for FY 2021 is \$20,625,933. This is the first year that the Palm Springs CRA will receive TIF funding from both the Village of Palm Springs and Palm Beach County at the Village's approved millage rate - proposed \$3.50 per \$1,000 of taxable value (At 100% collection, the total increment/revenue expected to be generated is \$144,382; however, the Village budgets at a 95% collection ratio; thus, the proposed budgeted increment/revenue is expected to be \$137,162).

#### **ATTACHMENTS:**

Proposed Ordinance 2020-14 - Establish FY 2021 Millage Rates - Operating & Debt Service

Form DR-420 - Certification of Taxable Value

Form DR-420MMP - Maximum Millage Levy Calculation

Form DR- 420TIF - Certification of Palm Springs Community Redevelopment Agency (CRA) Taxable Increment Value

Form DR-420Debt - Certification of Voted

**ORDINANCE NO. 2020-14**

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, ADOPTING THE FINAL LEVY OF AD VALOREM TAXES IN AND FOR THE VILLAGE OF PALM SPRINGS, FLORIDA FOR FISCAL YEAR 2020 / 2021; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the Village Council of the Village of Palm Springs, Florida adopted Fiscal Year 2020 / 2021 final millage rates following a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the Village of Palm Springs, Florida, held public hearings as required by Florida Statute 200.065; and

**WHEREAS**, the real property tax roll for the current calendar year has been certified by the Palm Beach County Property Appraiser for nonexempt valuation of \$1,368,005,606 and the tangible personal property for nonexempt valuation of \$72,853,251, for a total gross taxable value for operating purposes of \$ 1,440,858,857.

**NOW THEREFORE BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AS FOLLOWS:**

**Section 1.** The Fiscal Year 2020/2021 operating millage rate for the Village of Palm Springs is hereby levied in the amount of \$3.5000 mills which is 5.36% increase over the rolled-back rate of \$3.3221. The general obligation debt service millage rate is hereby levied in the amount of \$3.8104 mills, for a total of \$3.8381 mills of nonexempt valuation of real and personal property within the Village.

**Section 2. Repeal of Conflicting Ordinances.** All Ordinances, Resolutions or parts of Ordinances and Resolutions in conflict herewith are hereby repealed.

**Section 3. Severability.** If any word, clause, sentence, paragraph, section or part thereof contained in this Ordinance is declared to be unconstitutional, unenforceable, void or inoperative by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder of this ordinance.



**Section 4. Effective Date.** This ordinance shall become effective immediately upon adoption.

Council Member \_\_\_\_\_ offered the foregoing Ordinance and moved for adoption. The motion was seconded by Council Member \_\_\_\_\_, and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY M. READY, MAYOR PRO TEM  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The Mayor thereupon declared this Ordinance approved and adopted by the Village Council for the Village of Palm Springs, Florida, on second reading, on this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEV SMITH, MAYOR

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_

KIMBERLY M. WYNN, VILLAGE CLERK

REVIEWED FOR LEGAL FORM AND SUFFICIENCY

BY: \_\_\_\_\_

GLEN TORCIVIA, VILLAGE ATTORNEY



# CERTIFICATION OF TAXABLE VALUE

[Reset Form](#)
[Print Form](#)

DR-420  
R. 5/12  
Rule 12D-16.002  
Florida Administrative Code  
Effective 11/12

|                                       |                                    |
|---------------------------------------|------------------------------------|
| Year : 2020                           | County : PALM BEACH                |
| Principal Authority :<br>Palm Springs | Taxing Authority :<br>Palm Springs |

## SECTION I : COMPLETED BY PROPERTY APPRAISER

|              |                                                                                                                                                                                                                                                                        |                                                                     |                                                                             |     |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------------------|-----|
| 1.           | Current year taxable value of real property for operating purposes                                                                                                                                                                                                     | \$                                                                  | 1,365,342,503                                                               | (1) |
| 2.           | Current year taxable value of personal property for operating purposes                                                                                                                                                                                                 | \$                                                                  | 72,853,251                                                                  | (2) |
| 3.           | Current year taxable value of centrally assessed property for operating purposes                                                                                                                                                                                       | \$                                                                  | 0                                                                           | (3) |
| 4.           | Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>                                                                                                                                                                        | \$                                                                  | 1,438,195,754                                                               | (4) |
| 5.           | Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)            | \$                                                                  | 24,424,404                                                                  | (5) |
| 6.           | Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>                                                                                                                                                                                                       | \$                                                                  | 1,413,771,350                                                               | (6) |
| 7.           | Prior year FINAL gross taxable value from prior year applicable Form DR-403 series                                                                                                                                                                                     | \$                                                                  | 1,322,323,161                                                               | (7) |
| 8.           | Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0                                                                                                                             | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | Number<br>1                                                                 | (8) |
| 9.           | Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0 | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | Number<br>1                                                                 | (9) |
| SIGN<br>HERE | <b>Property Appraiser Certification</b>                                                                                                                                                                                                                                |                                                                     | I certify the taxable values above are correct to the best of my knowledge. |     |
|              | Signature of Property Appraiser:                                                                                                                                                                                                                                       |                                                                     | Date :                                                                      |     |
|              | Electronically Certified by Property Appraiser                                                                                                                                                                                                                         |                                                                     | 6/25/2020 8:33 AM                                                           |     |

## SECTION II : COMPLETED BY TAXING AUTHORITY

|                                                                                                                                                                                                                       |                                                                                                                                                                                            |        |               |      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------|------|
| If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-. |                                                                                                                                                                                            |        |               |      |
| 10.                                                                                                                                                                                                                   | Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>                                                                   | 3.5000 | per \$1,000   | (10) |
| 11.                                                                                                                                                                                                                   | Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>                                                                                                     | \$     | 4,628,131     | (11) |
| 12.                                                                                                                                                                                                                   | Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i> | \$     | 0             | (12) |
| 13.                                                                                                                                                                                                                   | Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>                                                                                                                     | \$     | 4,628,131     | (13) |
| 14.                                                                                                                                                                                                                   | Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>                                                                                        | \$     | 20,625,933    | (14) |
| 15.                                                                                                                                                                                                                   | Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>                                                                                                                          | \$     | 1,393,145,417 | (15) |
| 16.                                                                                                                                                                                                                   | Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>                                                                                                     | 3.3221 | per \$1000    | (16) |
| 17.                                                                                                                                                                                                                   | Current year proposed operating millage rate                                                                                                                                               | 3.5000 | per \$1000    | (17) |
| 18.                                                                                                                                                                                                                   | Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>                                                                                  | \$     | 5,033,685     | (18) |

Continued on page 2

|                                              |                                                                                                                                                                                                      |                                                                                   |                                                                                                                                                                                             |                                                    |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| 19.                                          | TYPE of principal authority (check one)                                                                                                                                                              | <input type="checkbox"/> County                                                   | <input type="checkbox"/> Independent Special District                                                                                                                                       | (19)                                               |
|                                              |                                                                                                                                                                                                      | <input checked="" type="checkbox"/> Municipality                                  | <input type="checkbox"/> Water Management District                                                                                                                                          |                                                    |
| 20.                                          | Applicable taxing authority (check one)                                                                                                                                                              | <input checked="" type="checkbox"/> Principal Authority                           | <input type="checkbox"/> Dependent Special District                                                                                                                                         | (20)                                               |
|                                              |                                                                                                                                                                                                      | <input type="checkbox"/> MSTU                                                     | <input type="checkbox"/> Water Management District Basin                                                                                                                                    |                                                    |
| 21.                                          | Is millage levied in more than one county? (check one)                                                                                                                                               | <input type="checkbox"/> Yes                                                      | <input checked="" type="checkbox"/> No                                                                                                                                                      | (21)                                               |
| <b>DEPENDENT SPECIAL DISTRICTS AND MSTUs</b> |                                                                                                                                                                                                      |  | <b>STOP HERE - SIGN AND SUBMIT</b>                                                                                                                                                          |                                                    |
| 22.                                          | Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>  | \$                                                                                | 4,628,131                                                                                                                                                                                   | (22)                                               |
| 23.                                          | Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>                                                                                                     |                                                                                   | 3.3221 per \$1,000                                                                                                                                                                          | (23)                                               |
| 24.                                          | Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>                                                                                                     | \$                                                                                | 4,777,830                                                                                                                                                                                   | (24)                                               |
| 25.                                          | Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i> | \$                                                                                | 5,033,685                                                                                                                                                                                   | (25)                                               |
| 26.                                          | Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>                                                                                                 |                                                                                   | 3.5000 per \$1,000                                                                                                                                                                          | (26)                                               |
| 27.                                          | Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>                                                                   |                                                                                   | 5.36 %                                                                                                                                                                                      | (27)                                               |
| <b>First public budget hearing</b>           |                                                                                                                                                                                                      | Date :<br>9/10/2020                                                               | Time :<br>6:30 PM EST                                                                                                                                                                       | Place :<br>226 Cypress Lane Palm Springs, FL 33461 |
| SIGN<br>HERE                                 | <b>Taxing Authority Certification</b>                                                                                                                                                                |                                                                                   | I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S. |                                                    |
|                                              | Signature of Chief Administrative Officer :<br>Electronically Certified by Taxing Authority                                                                                                          |                                                                                   |                                                                                                                                                                                             | Date :<br>7/24/2020 7:48 AM                        |
|                                              | Title :<br>Richard R. Reade, Village Manager                                                                                                                                                         |                                                                                   | Contact Name and Contact Title :<br>Rebecca Morse, CFO                                                                                                                                      |                                                    |
|                                              | Mailing Address :                                                                                                                                                                                    |                                                                                   | Physical Address :<br>226 CYPRESS LANE                                                                                                                                                      |                                                    |
|                                              | City, State, Zip :<br>PALM SPRINGS, FL 33461                                                                                                                                                         |                                                                                   | Phone Number :<br>5619654010                                                                                                                                                                | Fax Number :<br>5619650899                         |

# CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

"Principal Authority" is a county, municipality, or independent special district (including water management districts).

"Taxing Authority" is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

- DR-420TIF, Tax Increment Adjustment Worksheet
- DR-420DEBT, Certification of Voted Debt Millage
- DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

## Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

### Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check "Yes" if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

### Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check "Yes" if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue  
Property Tax Oversight - TRIM Section  
P. O. Box 3000  
Tallahassee, Florida 32315-3000

## Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. "Dependent special district" (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

"Independent special district" (ss. 200.001(8)(e) and 189.403(3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

"Non-voted millage" is any millage not defined as a "voted millage" in s. 200.001(8)(f), F.S.

### Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

### Line 24

Include only those levies derived from millage rates.





Reset Form

Print Form

# MAXIMUM MILLAGE LEVY CALCULATION FINAL DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM  
R. 5/12  
Rule 12D-16.002  
Florida Administrative Code  
Effective 11/12

|                                                                                                    |                                                                                                                                                                                                                      |                                    |                                 |
|----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|---------------------------------|
| Year : <b>2020</b>                                                                                 |                                                                                                                                                                                                                      | County : PALM BEACH                |                                 |
| Principal Authority :<br>Palm Springs                                                              |                                                                                                                                                                                                                      | Taxing Authority :<br>Palm Springs |                                 |
| 1.                                                                                                 | Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?                                                                                      | <input type="checkbox"/> Yes       | <input type="checkbox"/> No (1) |
| <b>IF YES, STOP STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.</b>       |                                                                                                                                                                                                                      |                                    |                                 |
| 2.                                                                                                 | Current year rolled-back rate from Current Year Form DR-420, Line 16                                                                                                                                                 | 3.3221 per \$1,000                 | (2)                             |
| 3.                                                                                                 | Prior year maximum millage rate with a majority vote from <b>2018</b> , Form DR-420MM, Line 13                                                                                                                       | 5.2404 per \$1,000                 | (3)                             |
| 4.                                                                                                 | Prior year operating millage rate from Current Year Form DR-420, Line 10                                                                                                                                             | 3.5000 per \$1,000                 | (4)                             |
| <b>If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.</b> |                                                                                                                                                                                                                      |                                    |                                 |
| <b>Adjust rolled-back rate based on prior year majority-vote maximum millage rate</b>              |                                                                                                                                                                                                                      |                                    |                                 |
| 5.                                                                                                 | Prior year final gross taxable value from Current Year Form DR-420, Line 7                                                                                                                                           | \$ 1,322,323,161                   | (5)                             |
| 6.                                                                                                 | Prior year maximum ad valorem proceeds with majority vote<br>(Line 3 multiplied by Line 5 divided by 1,000)                                                                                                          | \$ 6,929,502                       | (6)                             |
| 7.                                                                                                 | Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12                                                        | \$ 0                               | (7)                             |
| 8.                                                                                                 | Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)                                                                                                                                     | \$ 6,929,502                       | (8)                             |
| 9.                                                                                                 | Adjusted current year taxable value from Current Year form DR-420 Line 15                                                                                                                                            | \$ 1,393,145,417                   | (9)                             |
| 10.                                                                                                | Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)                                                                                                                               | 4.9740 per \$1,000                 | (10)                            |
| <b>Calculate maximum millage levy</b>                                                              |                                                                                                                                                                                                                      |                                    |                                 |
| 11.                                                                                                | Rolled-back rate to be used for maximum millage levy calculation<br>(Enter Line 10 if adjusted or else enter Line 2)                                                                                                 | 4.9740 per \$1,000                 | (11)                            |
| 12.                                                                                                | Adjustment for change in per capita Florida personal income (See Line 12 Instructions)                                                                                                                               | <b>1.0322</b>                      | (12)                            |
| 13.                                                                                                | Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)                                                                                                                                           | 5.1342 per \$1,000                 | (13)                            |
| 14.                                                                                                | Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)                                                                                                                                              | 5.6476 per \$1,000                 | (14)                            |
| 15.                                                                                                | Current year adopted millage rate                                                                                                                                                                                    | 0.0000 per \$1,000                 | (15)                            |
| 16.                                                                                                | <b>Minimum vote required to levy adopted millage:</b> (Check one) (16)                                                                                                                                               |                                    |                                 |
| <input checked="" type="checkbox"/>                                                                | a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. <b>Enter Line 13 on Line 17.</b>                |                                    |                                 |
| <input type="checkbox"/>                                                                           | b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to adopted rate. <b>Enter Line 15 on Line 17.</b>          |                                    |                                 |
| <input type="checkbox"/>                                                                           | c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the adopted rate. <b>Enter Line 15 on Line 17.</b> |                                    |                                 |
| <input type="checkbox"/>                                                                           | d. Referendum: The maximum millage rate is equal to the adopted rate. <b>Enter Line 15 on Line 17.</b>                                                                                                               |                                    |                                 |
| 17.                                                                                                | The selection on Line 16 allows a maximum millage rate of<br>(Enter rate indicated by choice on Line 16).                                                                                                            | 5.1342 per \$1,000                 | (17)                            |
| 18.                                                                                                | Current year gross taxable value from Current Year Form DR-420, Line 4                                                                                                                                               | \$ 1,438,195,754                   | (18)                            |

Continued on page 2

|                                                |                                                                                                                                                                                                                                                                                                                                                                     |                                                                                   |                                    |
|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|------------------------------------|
| Taxing Authority :                             |                                                                                                                                                                                                                                                                                                                                                                     | DR-420MM<br>R. 5/12<br>Page 2                                                     |                                    |
| 19.                                            | Current year adopted taxes <i>(Line 15 multiplied by Line 18, divided by 1,000).</i>                                                                                                                                                                                                                                                                                | \$ 0                                                                              | (19)                               |
| 20.                                            | Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000).</i>                                                                                                                                                                                                                                                            | \$ 7,383,985                                                                      | (20)                               |
| <b>DEPENDENT SPECIAL DISTRICTS AND MSTUs</b>   |                                                                                                                                                                                                                                                                                                                                                                     |  | <b>STOP HERE. SIGN AND SUBMIT.</b> |
| 21.                                            | Enter the current year adopted taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM)</i>                                                                                                                                                                                              | \$ 0                                                                              | (21)                               |
| 22.                                            | Total current year adopted taxes <i>(Line 19 plus Line 21).</i>                                                                                                                                                                                                                                                                                                     | \$ 0                                                                              | (22)                               |
| <b>Total Maximum Taxes</b>                     |                                                                                                                                                                                                                                                                                                                                                                     |                                                                                   |                                    |
| 23.                                            | Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM).</i>                                                                                                                                                                                            | \$ 0                                                                              | (23)                               |
| 24.                                            | Total taxes at maximum millage rate <i>(Line 20 plus Line 23).</i>                                                                                                                                                                                                                                                                                                  | \$ 7,383,985                                                                      | (24)                               |
| <b>Total Maximum Versus Total Taxes Levied</b> |                                                                                                                                                                                                                                                                                                                                                                     |                                                                                   |                                    |
| 25.                                            | Are total current year adopted taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)                                                                                                                                                                                                                               | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO               | (25)                               |
| SIGN<br>HERE                                   | <div style="display: flex; justify-content: space-between;"> <div style="width: 35%;"><b>Taxing Authority Certification</b></div> <div style="width: 65%;">I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.</div> </div> |                                                                                   |                                    |
|                                                | Signature of Chief Administrative Officer :                                                                                                                                                                                                                                                                                                                         |                                                                                   | Date :                             |
|                                                | Title :<br>Richard R. Reade, Village Manager                                                                                                                                                                                                                                                                                                                        | Contact Name and Contact Title :<br>Rebecca Morse, CFO                            |                                    |
|                                                | Mailing Address :                                                                                                                                                                                                                                                                                                                                                   | Physical Address :<br>226 CYPRESS LANE                                            |                                    |
|                                                | City, State, Zip :<br>PALM SPRINGS, FL 33461                                                                                                                                                                                                                                                                                                                        | Phone Number :<br>5619654010                                                      | Fax Number :<br>5619650899         |

Complete and submit this form to the Department of Revenue with the completed  
 DR-487, Certification of Compliance, within 30 days of the final hearing.

**MAXIMUM MILLAGE LEVY CALCULATION  
FINAL DISCLOSURE  
INSTRUCTIONS**

DR-420MM  
R. 5/12  
Page 3

## General Instructions

Each of the following taxing authorities must complete a DR-420MM.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2019 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM shows the maximum millages and taxes levied based on your adoption vote. Each taxing authority must complete, sign, and submit this form to the Department of Revenue with their completed DR-487, *Certification of Compliance*, within 30 days of their final hearing.

Taxing authorities must also submit DR-487V, *Vote Record for Final Adoption of Millage Levy*. This form certifies to the Department of Revenue the vote on the resolution or ordinance stating the millage rate adopted at the final hearing.

Specific tax year references in this form are updated each year by the Department.

## Line Instructions

### Lines 5-10

Only taxing authorities that levied a 2018 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2018 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

### Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

### Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

### Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

### Line 17

Enter the millage rate indicated by the box checked in Line 16. If the adopted millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the adopted millage rate. For a millage requiring more than a majority vote, the adopted millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.



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DR-420TIF

R. 6/10

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

## TAX INCREMENT ADJUSTMENT WORKSHEET

|                                                      |                                    |
|------------------------------------------------------|------------------------------------|
| Year : 2020                                          | County : PALM BEACH                |
| Principal Authority :<br>Palm Springs                | Taxing Authority :<br>Palm Springs |
| Community Redevelopment Area :<br>PALM SPRINGS -2020 | Base Year :<br>2019                |

## SECTION I : COMPLETED BY PROPERTY APPRAISER

|              |                                                          |    |                                                                             |     |
|--------------|----------------------------------------------------------|----|-----------------------------------------------------------------------------|-----|
| 1.           | Current year taxable value in the tax increment area     | \$ | 309,779,589                                                                 | (1) |
| 2.           | Base year taxable value in the tax increment area        | \$ | 289,153,656                                                                 | (2) |
| 3.           | Current year tax increment value (Line 1 minus Line 2)   | \$ | 20,625,933                                                                  | (3) |
| 4.           | Prior year Final taxable value in the tax increment area | \$ | 289,153,656                                                                 | (4) |
| 5.           | Prior year tax increment value (Line 4 minus Line 2)     | \$ | 0                                                                           | (5) |
| SIGN<br>HERE | <b>Property Appraiser Certification</b>                  |    | I certify the taxable values above are correct to the best of my knowledge. |     |
|              | Signature of Property Appraiser :                        |    | Date :                                                                      |     |
|              | Electronically Certified by Property Appraiser           |    | 6/25/2020 8:33 AM                                                           |     |

## SECTION II: COMPLETED BY TAXING AUTHORITY Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.

|                                                                                                                               |                                                                                                                                              |                              |                                                                                         |                            |
|-------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------------------------------------------------------------------|----------------------------|
| 6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:     |                                                                                                                                              |                              |                                                                                         |                            |
| 6a.                                                                                                                           | Enter the proportion on which the payment is based.                                                                                          |                              | 100.00 %                                                                                | (6a)                       |
| 6b.                                                                                                                           | Dedicated increment value (Line 3 multiplied by the percentage on Line 6a)<br>If value is zero or less than zero, then enter zero on Line 6b | \$                           | 20,625,933                                                                              | (6b)                       |
| 6c.                                                                                                                           | Amount of payment to redevelopment trust fund in prior year                                                                                  | \$                           | 0                                                                                       | (6c)                       |
| 7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value: |                                                                                                                                              |                              |                                                                                         |                            |
| 7a.                                                                                                                           | Amount of payment to redevelopment trust fund in prior year                                                                                  | \$                           | 0                                                                                       | (7a)                       |
| 7b.                                                                                                                           | Prior year operating millage levy from Form DR-420, Line 10                                                                                  |                              | 0.0000 per \$1,000                                                                      | (7b)                       |
| 7c.                                                                                                                           | Taxes levied on prior year tax increment value<br>(Line 5 multiplied by Line 7b, divided by 1,000)                                           | \$                           | 0                                                                                       | (7c)                       |
| 7d.                                                                                                                           | Prior year payment as proportion of taxes levied on increment value<br>(Line 7a divided by Line 7c, multiplied by 100)                       |                              | 0.00 %                                                                                  | (7d)                       |
| 7e.                                                                                                                           | Dedicated increment value (Line 3 multiplied by the percentage on Line 7d)<br>If value is zero or less than zero, then enter zero on Line 7e | \$                           | 0                                                                                       | (7e)                       |
| SIGN<br>HERE                                                                                                                  | <b>Taxing Authority Certification</b>                                                                                                        |                              | I certify the calculations, millages and rates are correct to the best of my knowledge. |                            |
|                                                                                                                               | Signature of Chief Administrative Officer :                                                                                                  |                              | Date :                                                                                  |                            |
|                                                                                                                               | Electronically Certified By Taxing Authority                                                                                                 |                              | 7/24/2020 7:48 AM                                                                       |                            |
|                                                                                                                               | Title :<br>Richard R. Reade, Village Manager                                                                                                 |                              | Contact Name and Contact Title :<br>Rebecca Morse, CFO                                  |                            |
|                                                                                                                               | Mailing Address :                                                                                                                            |                              | Physical Address :<br>226 CYPRESS LANE                                                  |                            |
| City, State, Zip :<br>PALM SPRINGS, FL 33461                                                                                  |                                                                                                                                              | Phone Number :<br>5619654010 |                                                                                         | Fax Number :<br>5619650899 |



# TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, *Certification of Taxable Value*, to all taxing authorities who make payments to a redevelopment trust fund under:

- s. 163.387(2)(a), Florida Statutes, or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

“Tax increment value” is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- s. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

“Dedicated increment value” is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

“Specific proportion,” used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

- **Example 1.**  
Section 163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.
- **Example 2.**  
Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year's payment and tax increment value to reach the current year's dedicated increment value.

## Section I: Property Appraiser

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each tax increment value. Send a copy to each taxing authority with the DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately send the original to:

Florida Department of Revenue  
Property Tax Oversight Program - TRIM Section  
P. O. Box 3000  
Tallahassee, Florida 32315-3000

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

## Section II: Taxing Authority

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with DR-420 within 35 days of certification. Send one copy to your tax collector.

## Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopment trust fund is a specific proportion of the tax increment value.

Complete Line 7 if the payment is based on a calculation other than a specific proportion. Do not complete both Lines 6 and 7.



# CERTIFICATION OF FINAL TAXABLE VALUE

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DR-422  
R. 5/13  
Rule 12D-16.002  
Florida Administrative Code  
Effective 5/13  
Provisional

|                                       |                     |                                                                                                                                                                                                                                                       |
|---------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year : 2020                           | County : PALM BEACH | Is VAB still in session? <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                     |
| Principal Authority :<br>Palm Springs |                     | Check type :<br><input type="checkbox"/> School District <input type="checkbox"/> County <input checked="" type="checkbox"/> Municipality<br><input type="checkbox"/> Independent Special District <input type="checkbox"/> Water Management District |
| Taxing Authority :<br>Palm Springs    |                     | Check type :<br><input checked="" type="checkbox"/> Principal Authority <input type="checkbox"/> MSTU<br><input type="checkbox"/> Dependent Special District <input type="checkbox"/> Water Management District Basin                                 |

## SECTION I : COMPLETED BY PROPERTY APPRAISER

|    |                                                                                                     |    |               |     |
|----|-----------------------------------------------------------------------------------------------------|----|---------------|-----|
| 1. | Current year gross taxable value from Line 4, Form DR-420                                           | \$ | 1,438,195,754 | (1) |
| 2. | Final current year gross taxable value from Form DR-403 Series                                      | \$ | 0             | (2) |
| 3. | Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i> |    | -100.00 %     | (3) |

The taxing authority must complete this form and return it to the property appraiser by \_\_\_\_\_ time \_\_\_\_\_ date

|                      |                                         |                                                                             |  |
|----------------------|-----------------------------------------|-----------------------------------------------------------------------------|--|
| <b>SIGN<br/>HERE</b> | <b>Property Appraiser Certification</b> | I certify the taxable values above are correct to the best of my knowledge. |  |
|                      | Signature of Property Appraiser :       | Date :                                                                      |  |

## SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

If this portion of the form is not completed in full your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. *If any line is inapplicable, enter N/A or -0-.*

### Non-Voted Operating Millage Rate (from resolution or ordinance)

|     |                                                |                                   |             |                  |
|-----|------------------------------------------------|-----------------------------------|-------------|------------------|
| 4a. | County or municipal principal taxing authority | 0.0000                            | per \$1,000 | (4a)             |
| 4b. | Dependent special district                     | 0.0000                            | per \$1,000 | (4b)             |
| 4c. | Municipal service taxing unit (MSTU)           | 0.0000                            | per \$1,000 | (4c)             |
| 4d. | Independent Special District                   | 0.0000                            | per \$1,000 | (4d)             |
| 4e. | School district                                | Required Local Effort             | 0.0000      | per \$1,000 (4e) |
|     |                                                | Capital Outlay                    | 0.0000      | per \$1,000      |
|     |                                                | Discretionary Operating           | 0.0000      | per \$1,000      |
|     |                                                | Discretionary Capital Improvement | 0.0000      | per \$1,000      |
|     |                                                |                                   | 0.0000      |                  |
|     |                                                | Additional Voted Millage          | 0.0000      | per \$1,000      |
| 4f. | Water management district                      | District Levy                     | 0.0000      | per \$1,000 (4f) |
|     |                                                | Basin                             | 0.0000      | per \$1,000      |

|                                                  |                              |                             |                                           |
|--------------------------------------------------|------------------------------|-----------------------------|-------------------------------------------|
| <b>Are you going to adjust adopted millage ?</b> | <input type="checkbox"/> YES | <input type="checkbox"/> NO | <b>If No, STOP HERE, Sign and Submit.</b> |
|                                                  |                              |                             |                                           |

|                                                                                                                                                                                                             |                                                                                                                                   |                             |                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Taxing Authority :                                                                                                                                                                                          |                                                                                                                                   | DR-422<br>R. 5/13<br>Page 2 |                                                                                                                                                                                             |
| <b>COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS</b> may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S.)    |                                                                                                                                   |                             |                                                                                                                                                                                             |
| 5.                                                                                                                                                                                                          | Unadjusted gross ad valorem proceeds<br><i>(Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)</i>          | \$ 0                        | (5)                                                                                                                                                                                         |
| 6.                                                                                                                                                                                                          | Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%)<br><i>(Line 5 divided by Line 2 multiplied by 1,000)</i>  | 0.0000 per \$1000           | (6)                                                                                                                                                                                         |
| <b>MSTUs, DEPENDENT SPECIAL DISTRICTS , and INDEPENDENT SPECIAL DISTRICTS</b> may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.) |                                                                                                                                   |                             |                                                                                                                                                                                             |
| 7.                                                                                                                                                                                                          | Unadjusted gross ad valorem proceeds<br><i>(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)</i>          | \$ 0                        | (7)                                                                                                                                                                                         |
| 8.                                                                                                                                                                                                          | Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%)<br><i>(Line 7 divided by Line 2, multiplied by 1,000)</i> | 0.0000 per \$1000           | (8)                                                                                                                                                                                         |
| <b>S<br/>I<br/>G<br/><br/>N<br/><br/>H<br/>E<br/>R<br/>E</b>                                                                                                                                                | <b>Taxing Authority Certification</b>                                                                                             |                             | I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S. |
|                                                                                                                                                                                                             | Signature of Chief Administrative Officer :                                                                                       |                             | Date :                                                                                                                                                                                      |
|                                                                                                                                                                                                             | Title :<br>Richard R. Reade, Village Manager                                                                                      |                             | Contact Name and Contact Title :<br>Rebecca Morse, CFO                                                                                                                                      |
|                                                                                                                                                                                                             | Mailing Address :                                                                                                                 |                             | Physical Address :<br>226 CYPRESS LANE                                                                                                                                                      |
|                                                                                                                                                                                                             | City, State, Zip :<br>PALM SPRINGS, FL 33461                                                                                      |                             | Phone Number :<br>5619654010                                                                                                                                                                |

## INSTRUCTIONS

### SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, Certification of Taxable Value, and DR-420S, Certification of School Taxable Value, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

### SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

Florida Department of Revenue  
Property Tax Oversight - TRIM Section  
P. O. Box 3000  
Tallahassee, Florida 32315 - 3000

All taxing authorities must complete Line 4, millages adopted by resolution/ordinance at final budget hearing.

Counties, municipalities, schools, and water management districts may complete Line 5 and Line 6 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may adjust the non-voted millage rate only when Line 3 is greater than plus or minus 3%. (s. 200.065(6), F.S.)

Adjusted millage rate must comply with statutes. The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

Multi-county and water management districts must complete a separate DR-422 for each county.

All TRIM forms for taxing authorities are available on our website at

<http://dor.myflorida.com/dor/property/trim>



# CERTIFICATION OF FINAL TAXABLE VALUE

[Reset Form](#)[Print Form](#)

DR-422  
R. 5/13  
Rule 12D-16.002  
Florida Administrative Code  
Effective 5/13  
Provisional

|                                       |                     |                                                                                                                                                                                                                                                       |
|---------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year : 2020                           | County : PALM BEACH | Is VAB still in session? <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                     |
| Principal Authority :<br>Palm Springs |                     | Check type :<br><input type="checkbox"/> School District <input type="checkbox"/> County <input checked="" type="checkbox"/> Municipality<br><input type="checkbox"/> Independent Special District <input type="checkbox"/> Water Management District |
| Taxing Authority :<br>Palm Springs    |                     | Check type :<br><input checked="" type="checkbox"/> Principal Authority <input type="checkbox"/> MSTU<br><input type="checkbox"/> Dependent Special District <input type="checkbox"/> Water Management District Basin                                 |

## SECTION I : COMPLETED BY PROPERTY APPRAISER

|    |                                                                                                     |    |               |     |
|----|-----------------------------------------------------------------------------------------------------|----|---------------|-----|
| 1. | Current year gross taxable value from Line 4, Form DR-420                                           | \$ | 1,438,195,754 | (1) |
| 2. | Final current year gross taxable value from Form DR-403 Series                                      | \$ | 0             | (2) |
| 3. | Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i> |    | -100.00 %     | (3) |

The taxing authority must complete this form and return it to the property appraiser by \_\_\_\_\_ time \_\_\_\_\_ date

|                      |                                         |                                                                             |  |
|----------------------|-----------------------------------------|-----------------------------------------------------------------------------|--|
| <b>SIGN<br/>HERE</b> | <b>Property Appraiser Certification</b> | I certify the taxable values above are correct to the best of my knowledge. |  |
|                      | Signature of Property Appraiser :       | Date :                                                                      |  |

## SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

If this portion of the form is not completed in full your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. *If any line is inapplicable, enter N/A or -0-.*

### Non-Voted Operating Millage Rate (from resolution or ordinance)

|     |                                                |                                   |             |                  |
|-----|------------------------------------------------|-----------------------------------|-------------|------------------|
| 4a. | County or municipal principal taxing authority | 0.0000                            | per \$1,000 | (4a)             |
| 4b. | Dependent special district                     | 0.0000                            | per \$1,000 | (4b)             |
| 4c. | Municipal service taxing unit (MSTU)           | 0.0000                            | per \$1,000 | (4c)             |
| 4d. | Independent Special District                   | 0.0000                            | per \$1,000 | (4d)             |
| 4e. | School district                                | Required Local Effort             | 0.0000      | per \$1,000 (4e) |
|     |                                                | Capital Outlay                    | 0.0000      | per \$1,000      |
|     |                                                | Discretionary Operating           | 0.0000      | per \$1,000      |
|     |                                                | Discretionary Capital Improvement | 0.0000      | per \$1,000      |
|     |                                                |                                   | 0.0000      |                  |
|     |                                                | Additional Voted Millage          | 0.0000      | per \$1,000      |
| 4f. | Water management district                      | District Levy                     | 0.0000      | per \$1,000 (4f) |
|     |                                                | Basin                             | 0.0000      | per \$1,000      |

**Are you going to adjust adopted millage ?**

☐ YES☐ NO

**If No, STOP HERE, Sign and Submit.**



|                                                                                                                                                                                                            |                                                                                                                                   |                                                        |                                                                                                                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Taxing Authority :                                                                                                                                                                                         |                                                                                                                                   | DR-422<br>R. 5/13<br>Page 2                            |                                                                                                                                                                                             |
| <b>COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS</b> may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S.)   |                                                                                                                                   |                                                        |                                                                                                                                                                                             |
| 5.                                                                                                                                                                                                         | Unadjusted gross ad valorem proceeds<br><i>(Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)</i>          | \$ 0                                                   | (5)                                                                                                                                                                                         |
| 6.                                                                                                                                                                                                         | Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%)<br><i>(Line 5 divided by Line 2 multiplied by 1,000)</i>  | 0.0000 per \$1000                                      | (6)                                                                                                                                                                                         |
| <b>MSTUs, DEPENDENT SPECIAL DISTRICTS, and INDEPENDENT SPECIAL DISTRICTS</b> may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.) |                                                                                                                                   |                                                        |                                                                                                                                                                                             |
| 7.                                                                                                                                                                                                         | Unadjusted gross ad valorem proceeds<br><i>(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)</i>          | \$ 0                                                   | (7)                                                                                                                                                                                         |
| 8.                                                                                                                                                                                                         | Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%)<br><i>(Line 7 divided by Line 2, multiplied by 1,000)</i> | 0.0000 per \$1000                                      | (8)                                                                                                                                                                                         |
| S<br>I<br>G<br><br>N<br><br>H<br>E<br>R<br>E                                                                                                                                                               | <b>Taxing Authority Certification</b>                                                                                             |                                                        | I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S. |
|                                                                                                                                                                                                            | Signature of Chief Administrative Officer :                                                                                       |                                                        | Date :                                                                                                                                                                                      |
|                                                                                                                                                                                                            | Title :<br>Richard R. Reade, Village Manager                                                                                      | Contact Name and Contact Title :<br>Rebecca Morse, CFO |                                                                                                                                                                                             |
|                                                                                                                                                                                                            | Mailing Address :                                                                                                                 | Physical Address :<br>226 CYPRESS LANE                 |                                                                                                                                                                                             |
|                                                                                                                                                                                                            | City, State, Zip :<br>PALM SPRINGS, FL 33461                                                                                      | Phone Number :<br>5619654010                           | Fax Number :<br>5619650899                                                                                                                                                                  |

## INSTRUCTIONS

### SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, Certification of Taxable Value, and DR-420S, Certification of School Taxable Value, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

### SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

Florida Department of Revenue  
Property Tax Oversight - TRIM Section  
P. O. Box 3000  
Tallahassee, Florida 32315 - 3000

All taxing authorities must complete Line 4, millages adopted by resolution/ordinance at final budget hearing.

Counties, municipalities, schools, and water management districts may complete Line 5 and Line 6 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may adjust the non-voted millage rate only when Line 3 is greater than plus or minus 3%. (s. 200.065(6), F.S.)

Adjusted millage rate must comply with statutes. The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

Multi-county and water management districts must complete a separate DR-422 for each county.



# CERTIFICATION OF VOTED DEBT MILLAGE

[Reset Form](#)[Print Form](#)

DR-420DEBT  
R. 6/10  
Rule 12D-16.002  
Florida Administrative Code  
Effective 11/12

|                                                   |                                                                                                                          |                                                        |                             |
|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|-----------------------------|
| Year : 2020                                       |                                                                                                                          | County : PALM BEACH                                    |                             |
| Principal Authority :<br>Palm Springs             |                                                                                                                          | Taxing Authority :<br>Palm Springs                     |                             |
| Levy Description :<br>Palm Springs Debt           |                                                                                                                          |                                                        |                             |
| <b>SECTION I: COMPLETED BY PROPERTY APPRAISER</b> |                                                                                                                          |                                                        |                             |
| 1.                                                | Current year taxable value of real property for operating purposes                                                       | \$ 1,368,005,606                                       | (1)                         |
| 2.                                                | Current year taxable value of personal property for operating purposes                                                   | \$ 72,853,251                                          | (2)                         |
| 3.                                                | Current year taxable value of centrally assessed property for operating purposes                                         | \$ 0                                                   | (3)                         |
| 4.                                                | Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>                          | \$ 1,440,858,857                                       | (4)                         |
| SIGN<br>HERE                                      | <b>Property Appraiser Certification</b> I certify the taxable values above are correct to the best of my knowledge.      |                                                        |                             |
|                                                   | Signature of Property Appraiser :<br>Electronically Certified by Property Appraiser                                      |                                                        | Date :<br>6/25/2020 8:33 AM |
|                                                   |                                                                                                                          |                                                        |                             |
| <b>SECTION II: COMPLETED BY TAXING AUTHORITY</b>  |                                                                                                                          |                                                        |                             |
| 5.                                                | Current year proposed voted debt millage rate                                                                            | 0.3104 per \$1,000                                     | (5)                         |
| 6.                                                | Current year proposed millage voted for 2 years or less under s. 9(b) Article VII, State Constitution                    | 0.0000 per \$1,000                                     | (6)                         |
| SIGN<br>HERE                                      | <b>Taxing Authority Certification</b> I certify the proposed millages and rates are correct to the best of my knowledge. |                                                        |                             |
|                                                   | Signature of Chief Administrative Officer :<br>Electronically Certified by Taxing Authority                              |                                                        | Date :<br>7/24/2020 7:48 AM |
|                                                   | Title :<br>Richard R. Reade, Village Manager                                                                             | Contact Name and Contact Title :<br>Rebecca Morse, CFO |                             |
|                                                   | Mailing Address :                                                                                                        | Physical Address :<br>226 CYPRESS LANE                 |                             |
|                                                   | City, State, Zip :<br>PALM SPRINGS, FL 33461                                                                             | Phone Number :<br>5619654010                           | Fax Number :<br>5619650899  |

## INSTRUCTIONS

Property appraisers must complete and sign Section I of this form with the DR-420, *Certification of Taxable Value*, and DR-420S, *Certification of School Taxable Value*, and provide it to all taxing authorities levying a

- Voted debt service millage levied under Section 12, Article VII of the State Constitution or
- Millage voted for two years or less under s. 9(b), Article VII of the State Constitution

### Section I: Property Appraiser

Use a separate DR-420DEBT for each voted debt service millage that's levied by a taxing authority. The property appraiser should check the Yes box on Line 9 of DR-420, *Certification of Taxable Value*, or Line 8 of DR-420S, *Certification of School Taxable Value*. The property appraiser should provide the levy description and complete Section I, Lines 1 through 4 of this form, for each voted debt service millage levied.

Enter only taxable values that apply to the voted debt service millage indicated.

Sign, date, and forward the form to the taxing authority with the DR-420.

### Section II: Taxing Authority

Each taxing authority levying a voted debt service millage requiring this form must provide the proposed voted debt millage rate on Line 5.

If a DR-420DEBT wasn't received for any

- Voted debt service millages or
- Millages voted for two years or less

contact the property appraiser as soon as possible and request a DR-420DEBT.

Sign, date, and return the form to your property appraiser with the DR-420 or DR-420S.

All TRIM forms for taxing authorities are available on our website at <http://dor.myflorida.com/dor/property/trim>



Reset Form

Print Form

**CERTIFICATION OF FINAL VOTED DEBT MILLAGE**

Section 200.065(1) and (6), Florida Statutes

DR-422DEBT

R. 5/11

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

|                                       |                   |                                                                                                                                                                                                                                                       |
|---------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year 2020                             | County PALM BEACH | Is VAB still in session? <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                     |
| Principal Authority :<br>Palm Springs |                   | Check type :<br><input type="checkbox"/> County <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> School District<br><input type="checkbox"/> Independent Special District <input type="checkbox"/> Water Management District |
| Taxing Authority :<br>Palm Springs    |                   | Check type : <input type="checkbox"/> MSTU <input checked="" type="checkbox"/> Principal Authority<br><input type="checkbox"/> Water Management District Basin <input type="checkbox"/> Dependent Special District                                    |
| LEVY DESCRIPTION : Palm Springs Debt  |                   |                                                                                                                                                                                                                                                       |

**SECTION I: COMPLETED BY PROPERTY APPRAISER**

|    |                                                                                                     |                  |     |
|----|-----------------------------------------------------------------------------------------------------|------------------|-----|
| 1. | Current year gross taxable value from Line 4, Form DR-420DEBT                                       | \$ 1,440,858,857 | (1) |
| 2. | Final current year gross taxable value from Form DR-403 Series                                      | \$ 0             | (2) |
| 3. | Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i> | -100.00 %        | (3) |

The taxing authority must complete this form and return it to the property appraiser by :

Time

Date

|                      |                                         |                                                                             |
|----------------------|-----------------------------------------|-----------------------------------------------------------------------------|
| <b>SIGN<br/>HERE</b> | <b>Property Appraiser Certification</b> | I certify the taxable values above are correct to the best of my knowledge. |
|                      | Signature of Property Appraiser :       | Date :                                                                      |

**SECTION II: COMPLETED BY TAXING AUTHORITY**If this portion of the form is not completed in **full**, your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

Voted debt service millage adopted by resolution or ordinance at final budget hearing under s. 200.065(2)(d), F.S.

|     |                                                                                |                    |      |
|-----|--------------------------------------------------------------------------------|--------------------|------|
| 4a. | Voted debt service millage                                                     | 0.0000 per \$1,000 | (4a) |
| 4b. | Other voted millage (in excess of the millage cap and not more than two years) | 0.0000 per \$1,000 | (4b) |

**Are you adjusting the Voted Debt Service Millage?** ☐ Yes ☐ No **If No, STOP HERE, sign and submit.****COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS** may adjust the voted debt millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S.)

|    |                                                                                                                                  |                   |     |
|----|----------------------------------------------------------------------------------------------------------------------------------|-------------------|-----|
| 5. | Unadjusted gross ad valorem proceeds<br><i>(Line 1 multiplied by Line 4a or 4b, as applicable, divided by 1,000)</i>             | \$ 0              | (5) |
| 6. | Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%)<br><i>(Line 5 divided by Line 2 multiplied by 1,000)</i> | 0.0000 per \$1000 | (6) |

**MSTUs, DEPENDENT SPECIAL DISTRICTS, and INDEPENDENT SPECIAL DISTRICTS** may adjust the voted debt millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)

|    |                                                                                                                                   |                   |     |
|----|-----------------------------------------------------------------------------------------------------------------------------------|-------------------|-----|
| 7. | Unadjusted gross ad valorem proceeds<br><i>(Line 1 multiplied by Line 4a, or 4b as applicable, divided by 1,000)</i>              | \$ 0              | (7) |
| 8. | Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%)<br><i>(Line 7 divided by Line 2, multiplied by 1,000)</i> | 0.0000 per \$1000 | (8) |

Continued on page 2

|                                                         |                                              |                                                        |                                                                                                                                                                                             |
|---------------------------------------------------------|----------------------------------------------|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Taxing Authority :                                      |                                              | DR-422DEBT<br>R. 5/11<br>Page 2                        |                                                                                                                                                                                             |
| <b>S<br/>I<br/>G<br/>N<br/><br/>H<br/>E<br/>R<br/>E</b> | <b>Taxing Authority Certification</b>        |                                                        | I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S. |
|                                                         | Signature of Chief Administrative Officer :  |                                                        | Date :                                                                                                                                                                                      |
|                                                         | Title :<br>Richard R. Reade, Village Manager | Contact Name and Contact Title :<br>Rebecca Morse, CFO |                                                                                                                                                                                             |
|                                                         | Mailing Address :                            | Physical Address :<br>226 CYPRESS LANE                 |                                                                                                                                                                                             |
|                                                         | City, State, Zip :<br>PALM SPRINGS, FL 33461 | Phone Number :<br>5619654010                           | Fax Number :<br>5619650899                                                                                                                                                                  |

## CERTIFICATION OF FINAL VOTED DEBT MILLAGE INSTRUCTIONS

### SECTION I: Property Appraiser

1. Initiate a separate DR-422DEBT, *Certification of Final Voted Debt Millage*, for each DR-420DEBT, *Certification of Voted Debt Millage*, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

### SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with your DR-487, *Certification of Compliance*, to the Department of Revenue at the address below. Send this form separately if the DR-487, *Certification of Compliance*, was previously sent to the Department.

Florida Department of Revenue  
Property Tax Oversight - TRIM Section  
P. O. Box 3000  
Tallahassee, Florida 32315-3000

Counties, municipalities, schools, and water management districts may complete Line 5 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may complete Line 6 only when Line 3 is greater than plus or minus 3%. (s. 200.065(6), F.S.)

**Adjusted millages must comply with statutes.** The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

All TRIM forms for taxing authorities are available on our website at  
<http://dor.myflorida.com/dor/property/trim>





Reset Form

Print Form

**CERTIFICATION OF FINAL VOTED DEBT MILLAGE**

Section 200.065(1) and (6), Florida Statutes

DR-422DEBT

R. 5/11

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

|                                       |                   |                                                                                                                                                                                                                                                       |
|---------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year 2020                             | County PALM BEACH | Is VAB still in session? <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                     |
| Principal Authority :<br>Palm Springs |                   | Check type :<br><input type="checkbox"/> County <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> School District<br><input type="checkbox"/> Independent Special District <input type="checkbox"/> Water Management District |
| Taxing Authority :<br>Palm Springs    |                   | Check type : <input type="checkbox"/> MSTU <input checked="" type="checkbox"/> Principal Authority<br><input type="checkbox"/> Water Management District Basin <input type="checkbox"/> Dependent Special District                                    |

LEVY DESCRIPTION : Palm Springs Debt

**SECTION I: COMPLETED BY PROPERTY APPRAISER**

|    |                                                                                                     |                  |     |
|----|-----------------------------------------------------------------------------------------------------|------------------|-----|
| 1. | Current year gross taxable value from Line 4, Form DR-420DEBT                                       | \$ 1,440,858,857 | (1) |
| 2. | Final current year gross taxable value from Form DR-403 Series                                      | \$ 0             | (2) |
| 3. | Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i> | -100.00 %        | (3) |

The taxing authority must complete this form and return it to the property appraiser by :

Time

Date

|                      |                                         |                                                                             |        |
|----------------------|-----------------------------------------|-----------------------------------------------------------------------------|--------|
| <b>SIGN<br/>HERE</b> | <b>Property Appraiser Certification</b> | I certify the taxable values above are correct to the best of my knowledge. |        |
|                      | Signature of Property Appraiser :       |                                                                             | Date : |

**SECTION II: COMPLETED BY TAXING AUTHORITY**

If this portion of the form is not completed in **full**, your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

Voted debt service millage adopted by resolution or ordinance at final budget hearing under s. 200.065(2)(d), F.S.

|     |                                                                                |        |             |      |
|-----|--------------------------------------------------------------------------------|--------|-------------|------|
| 4a. | Voted debt service millage                                                     | 0.0000 | per \$1,000 | (4a) |
| 4b. | Other voted millage (in excess of the millage cap and not more than two years) | 0.0000 | per \$1,000 | (4b) |

**Are you adjusting the Voted Debt Service Millage?** ☐ Yes ☐ No **If No, STOP HERE, sign and submit.**

**COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS** may adjust the voted debt millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S.)

|    |                                                                                                                                  |        |                |
|----|----------------------------------------------------------------------------------------------------------------------------------|--------|----------------|
| 5. | Unadjusted gross ad valorem proceeds<br><i>(Line 1 multiplied by Line 4a or 4b, as applicable, divided by 1,000)</i>             | \$ 0   | (5)            |
| 6. | Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%)<br><i>(Line 5 divided by Line 2 multiplied by 1,000)</i> | 0.0000 | per \$1000 (6) |

**MSTUs, DEPENDENT SPECIAL DISTRICTS, and INDEPENDENT SPECIAL DISTRICTS** may adjust the voted debt millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)

|    |                                                                                                                                   |        |                |
|----|-----------------------------------------------------------------------------------------------------------------------------------|--------|----------------|
| 7. | Unadjusted gross ad valorem proceeds<br><i>(Line 1 multiplied by Line 4a, or 4b as applicable, divided by 1,000)</i>              | \$ 0   | (7)            |
| 8. | Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%)<br><i>(Line 7 divided by Line 2, multiplied by 1,000)</i> | 0.0000 | per \$1000 (8) |

Continued on page 2

|                                                         |                                              |                                                        |                                                                                                                                                                                             |
|---------------------------------------------------------|----------------------------------------------|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Taxing Authority :                                      |                                              | DR-422DEBT<br>R. 5/11<br>Page 2                        |                                                                                                                                                                                             |
| <b>S<br/>I<br/>G<br/>N<br/><br/>H<br/>E<br/>R<br/>E</b> | <b>Taxing Authority Certification</b>        |                                                        | I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S. |
|                                                         | Signature of Chief Administrative Officer :  |                                                        | Date :                                                                                                                                                                                      |
|                                                         | Title :<br>Richard R. Reade, Village Manager | Contact Name and Contact Title :<br>Rebecca Morse, CFO |                                                                                                                                                                                             |
|                                                         | Mailing Address :                            | Physical Address :<br>226 CYPRESS LANE                 |                                                                                                                                                                                             |
|                                                         | City, State, Zip :<br>PALM SPRINGS, FL 33461 | Phone Number :<br>5619654010                           | Fax Number :<br>5619650899                                                                                                                                                                  |

## CERTIFICATION OF FINAL VOTED DEBT MILLAGE INSTRUCTIONS

### SECTION I: Property Appraiser

1. Initiate a separate DR-422DEBT, *Certification of Final Voted Debt Millage*, for each DR-420DEBT, *Certification of Voted Debt Millage*, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

### SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with your DR-487, *Certification of Compliance*, to the Department of Revenue at the address below. Send this form separately if the DR-487, *Certification of Compliance*, was previously sent to the Department.

Florida Department of Revenue  
Property Tax Oversight - TRIM Section  
P. O. Box 3000  
Tallahassee, Florida 32315-3000

Counties, municipalities, schools, and water management districts may complete Line 5 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may complete Line 6 only when Line 3 is greater than plus or minus 3%. (s. 200.065(6), F.S.)

**Adjusted millages must comply with statutes.** The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

All TRIM forms for taxing authorities are available on our website at  
<http://dor.myflorida.com/dor/property/trim>



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Finance

---

**ITEM 9.4:** Ordinance No. 2020-13 - Adopt FY 2020 / 2021 Budget (*FIRST READING*)

**SUMMARY:**

In accordance with the Village Charter and state law, the proposed ordinance establishes the balanced annual budget for the Village of Palm Springs in the amount of \$54,868,535 for the Fiscal Year (FY) beginning October 1, 2020, and ending September 30, 2021. The proposed FY 2021 Budget is comprised of the following Funds:

|                                        |               |
|----------------------------------------|---------------|
| General Fund Budget                    | \$ 25,368,987 |
| Debt Service Fund Budget               | \$ 429,335    |
| Palm Springs CRA Fund Budget           | \$ 137,162    |
| Water and Sewer Enterprise Fund Budget | \$ 27,907,640 |
| Stormwater Enterprise Fund Budget      | \$ 1,025,411  |

The Village Council held a budget workshop on August 20, 2020, to discuss the proposed budget and review staff recommendations. The proposed ordinance establishes the budget for the upcoming fiscal year.

Attached to the proposed ordinance is a summary of proposed revenues by source and proposed expenditures by function, as they will appear in the budget summary advertisement that will be published in the Palm Beach Post on September 20, 2020, and posted on the Village's website - [www.vpsfl.org](http://www.vpsfl.org) - in accordance with state law.

If approved on 1st reading, the proposed FY 2020 budget ordinance will be presented to the Village Council for consideration on 2nd and final reading during the September 24, 2020, Council meeting.

**FISCAL IMPACT:**

The proposed ordinance establishes the operating budget for the General Fund, Debt Service Fund, Palm Springs CRA Fund, Water and Sewer Enterprise Fund and the Stormwater Enterprise Fund for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

**ATTACHMENTS:**

Proposed Ordinance No. 2020-13 - FY 2020 Budget  
Proposed FY 2020 Budget Message from the Village Manager  
Proposed FY 2020-2021 Budget Summary Advertisement  
Village of Palm Springs - Full Organizational Chart



**ORDINANCE NO. 2020- 13**

**AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, ADOPTING AN ANNUAL BUDGET FOR THE YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Section 166.241(3), Florida Statutes (1997) requires a municipality to make appropriations for each fiscal year that do not exceed the amount to be received from taxation and other revenue sources; and

**WHEREAS**, municipalities are required to adopt their budget "by ordinance, unless otherwise specified in the municipality's charter;" and

**WHEREAS**, all of the TRIM compliance measures have been achieved, including the two required public hearings, and all advertising requirements.

**NOW THEREFORE BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AS FOLLOWS:**

Section 1. Budget Adopted. The appropriations for the fiscal year beginning October 1, 2020, in amount of \$54,868,535, are further described in Exhibit "A" attached hereto and incorporated herein by reference.

Section 2. Repeal of Conflicting Ordinances. All Ordinances, Resolutions or parts of Ordinances and Resolutions in conflict herewith are hereby repealed.

Section 3. Severability. If any word, clause, sentence, paragraph, section or part thereof contained in this Ordinance is declared to be unconstitutional, unenforceable, void or inoperative by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder of this ordinance.

**Section 4. Effective Date.** This ordinance shall become effective immediately.

Council Member \_\_\_\_\_ offered the foregoing Ordinance, and moved for adoption. The motion was seconded by Council Member \_\_\_\_\_, and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY READY, MAYOR PRO TEM     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The Mayor thereupon declared this Ordinance approved and adopted by the Village Council of the Village of Palm Springs, Florida, on second reading, on this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEV SMITH, MAYOR

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_

KIMBERLY M. WYNN, VILLAGE CLERK

REVIEWED FOR LEGAL FORM AND SUFFICIENCY

BY: \_\_\_\_\_

GLEN TORCIVIA, VILLAGE ATTORNEY

## **Village of Palm Springs Office of the Village Manager**



August 20, 2020

Honorable Mayor and Members of the Village Council:

In accordance with the Village Charter [Section 4.04(f)], I hereby submit for your review and consideration, the proposed operating and capital budgets for the general, debt service, CRA and enterprise funds for the fiscal year beginning October 1, 2020 (FY 2021). This budget document is intended to establish an operational and financial plan for the delivery of Village services, programs and projects during the upcoming fiscal year. Additionally, the proposed budget serves as an aid to our residents, businesses and stakeholders in providing a better understanding of the Village's operating and fiscal programs and how their tax dollars will be spent.

### **Village Goals and Past Year Highlights:**

This past year has been another exciting year of challenges and change for the Village that has resulted in new growth along our commercial corridors and within our residential neighborhoods, increased assurance that we are receiving the lowest feasible cost for all purchases and redefining our organizational responsibilities and structure to ensure that the highest levels of productivity are achieved. Although our Village has faced a number of significant issues (i.e., COVID-19 pandemic and the ongoing concern of storm events) that have currently (and may further) impacted our community, our primary focus continues to be ensuring the Village remains a vibrant community filled with neighborhoods that foster a "small town feel" and values our various cultures and

our natural environment. We have an incredible staff, and every day they strive to provide customer service that is second to none. At the same time, we work to provide facilities, services, programs, activities and projects to our community that support a high quality of life.

To clearly identify the expectations and accountability for the Village's governmental activities, six (6) goals have been identified to be considered in all Village operations and activities:

- . Financial Stability/Sustainability
- . Grow Our Community (Annexation)
- . Promote Economic (Re-)Development within Our Commercial and Residential Areas
- . Ensure We Provide a Clean and Safe Village
- . Maintain Our Small Town Feel within Our Diverse Community
- . Maintain the Village of Palm Springs as an Excellent Place to Work

**Financial Stability/Sustainability:** The Village continuously seeks to obtain financial sustainability through diverse and stable revenues as well as through good planning, consistency and cost awareness. By achieving our financial goal, the Village will be able to maintain/provide the highest levels of municipal services to our residents and stakeholders, while maintaining the small town feel that has made Palm Springs unique among municipalities in Palm Beach County. Some of the areas where the Village has improved our financial condition this past year include:

- . Reduced total millage rate paid by all property owners within the Village for the 8th consecutive year – 18% reduction
- . No increase in Utility Rates and Garbage Rates were provided to Village customers in 2019/2020
- . Maintained 32.5% of General Fund expenditures in Unassigned Fund Balance to assist with unexpected/unplanned as well as assigned fund balance of \$3 million for disaster recovery (i.e., emergency issues, severe storms) and \$1.5 million for one-time large capital needs.
- . Implemented a new electronic Purchase Order (PO) system as well as a new paperless check request/approval system to



reduce paper requests while making it more convenient to approve project/activity funding and process check/payment requests

- . Continuously maintained and implemented consistent, reliable standard operating procedures for internal control and financial sustainability
- . Expanded the use of specialized procurement technology and virtual meeting opportunities to promote Village bidding opportunities throughout Florida and the country to receive the lowest possible pricing/cost for Village expenditures
- . Implemented a new auction opportunity to dispose of dated and/or unused equipment, which has provided the Village with the opportunity to receive funding for this equipment (\$122,585 to date in FY 2020) while also enabling the Village to remove this equipment from our insurance coverage (resulting in additional annual cost savings)
- . Received numerous grant awards (i.e., CDBG - \$187,691, Library State Aid - \$16,624, FDOT Street Lighting - \$114,504, PBC Interlocal Agreement - \$113,500, FMIT Safety Grant - \$3,462, PBC \$12.50 Funds - \$26,958, SWA Beautification Grant - \$35,932, Hazard Mitigation - \$6,902, NLC Census Grant - \$5,000, etc.)  
FEMA reimbursement resulting from Hurricane Irma and Hurricane Dorian expenditures in the amount of \$36,828 (federal share) and \$10,462(state share)
- . Property valuations increased 8.46% (approximately \$116 million in new taxable assessment value). This is the 7th consecutive increase in Village-wide property valuations
- . In November 2016, the one-cent sales tax was approved by 56.63% of the voters of Palm Beach County. As a result, the Village will receive approximately \$14,839,500 million over a 10-year period to support various capital improvement projects and equipment. A three (3) member Infrastructure Surtax Citizen Oversight Committee was established to review and confirm that the proposed projects met the requirements of the voter approved one-cent infrastructure surtax

**Note: From the beginning of the COVID-19 pandemic, the Village immediately decided not to charge utility fees and late fees and to suspend shut-offs due to lack of payment for those in need. Further, as the pandemic continued, the Village provided assistance in obtaining CARES Act funding as well as payment plan opportunities (with zero interest rates) to help customers through this difficult time. The Village also experienced a significant reduction in state revenues (i.e., sales tax, gas tax, etc.); however, it was determined that our local government organization would continue to provide a**

**full staff to support the needs of our community and to promote local jobs and continued investment within our Village. Additional (and unexpected) financial consequences have been taken on by the Village to support the continued development/growth of our community as well as our staff through this difficult time (Please see below for additional financial responsibilities taken on by the Village).**

**Annexation:** This past year, the Village continued our annexation initiative (not as aggressively as previous years) to attract quality businesses, enhance surrounding residential neighborhoods and expand our tax base. The Village has continued to grow within our identified future annexation area, and we are currently the 12th largest city in Palm Beach County with an estimated 23,560 residents. Although the Village is moving ahead with this initiative, we continue to proceed in a more conservative manner to ensure resources are available to continue the delivery of the superior services that our community has become accustomed to receiving at the lowest possible cost. In fact, the Village only brought in four small (4) parcels of property this past year and has not annexed (or incorporated) a significant area of property into the Village since 2016 (south of Lake Worth Road involuntary annexation).

Additionally, the Village has continued to establish partnerships with neighboring cities with the intent of growing the Village, eliminating gaps/pockets of unincorporated areas to promote a “clean and safe” community and encouraging investment (i.e., re-development).

Finally, the Village has begun to hold discussions with Palm Beach County to develop an Interlocal Service Boundary Agreement (ISBA) and a Joint Planning Agreement (JPA) in an effort to promote consistent land uses between the Village and the County upon annexation. Potential future or priority annexation areas that have been discussed with the County as part of a JPA include: Military Trail (Forest Hill Boulevard south to Tenth Avenue), 6<sup>th</sup> Avenue and Davis Road (north to Lake Worth Road) and Congress Avenue (the Village’s northern boundaries north to Southern Boulevard).

**Note: Although the Village maintains a number of priority areas to be incorporated into our community, the Village has not undertaken significant annexation initiatives since 2016. This has enabled the Village to focus on the livability of our**

**Village as well as to promote economic (re-)development and create investment and jobs, enhance public safety and promote retail and commercial uses throughout our community.**

**Promote Economic (Re-)Development:** The Village Council previously committed to slowing our annexation efforts and to begin focusing our efforts on economic development and re-development opportunities to help create jobs, grow our tax base and increase our overall quality of life by making the Village a more attractive community. A primary goal of the Village is to enhance the quality of life within our residential communities as well as to promote a vibrant business environment within our commercial corridors - Congress Avenue, Forest Hill Boulevard, Lake Worth Road, 10th Avenue North and Military Trail. The Village utilizes our utilities (i.e., water and wastewater) and our annexation initiative to assist with meeting this goal. Following annexation, the Village works to enhance the appearance and livability of our community for all stakeholders and to meet our goal of providing a “clean and safe” Village through our policing, code enforcement and building/inspection services (“three-legged stool approach”).

The Village has continued our efforts to aggressively amend our land development code, reduce chronic code violations, remove unsafe structures and annex unincorporated areas just outside of our Village to eliminate undesirable activities from occurring. To assist in achieving this goal and ensure that the Village remains a great place to live, work and play, we will continue to work to create and promote a positive pro-business and residential image, continue to install/provide necessary infrastructure and offer/promote grants and other financial opportunities to stimulate economic (re-)development within our residential and commercial communities. Thus, resulting in a desirable business climate where quality businesses want to be and/or expand, new jobs will be created, and family/community-based neighborhoods will be found throughout our Village.

We are proud of the progress that has occurred within the Village this past year and are excited about the growth and economic development/re-development opportunities that are available to our community. This year the Village completed a number of initiatives to facilitate future economic (re-)development activities, including:

- . Received approval from Palm Beach County to establish the Palm Springs Community Redevelopment Agency (CRA) that includes two (2) CRA Districts within the Village (1. Congress Avenue District – generally north of Forest Hill Boulevard to

Summit Boulevard and 2. Lake Worth Road District - E-4 Canal west to Military Trail) to assist with funding necessary infrastructure, safety improvements and incentives to promote economic (re-)development opportunities and improve the overall quality of life within the designated areas (Note: This was the Village's 2<sup>nd</sup> request to the County to create a CRA. The PBC Board of County Commissioners considered this request on August 20, 2019 and voted 4 to 3 to direct staff to negotiate an agreement with the Village to establish a partnership prior to final consideration on September 3, 2019. The County did not approve the Village's initial request in 2018 – 3 votes for and 4 votes against). FY 2021 will be the first year that the Village and the County will contribute Tax Increment Financing (TIF) funding to the Palm Springs CRA

- . Completed five (5) amendments to various sections of the Village's code of ordinances (including our Land Development Regulations) to ensure the Village maintains its small town feel, safety and livability while also promoting our business community and providing for improved development and investment opportunities (i.e., platting requirements, special exceptions, water supply work plan, authorizing mobile food trucks, limiting vehicle oriented uses – gas stations, car washes, auto repair sales, etc.)

- . Partnered with the Florida Department of Transportation (FDOT) and the Palm Beach Transportation Planning Agency (TPA) to begin the engineering/engineering process to improve the safety and infrastructure within the Lake Worth Road corridor [i.e., wider sidewalks, mid-block pedestrian cross walks, separated bike lanes, roadway paving and striping, stamped pavement within medians, , directional medians (peanuts) to reduce turning options, potential future signalized intersection at Davis Road and Lake Worth Road, , etc.]. Construction is expected to begin in Fall/Winter 2021 with an expected completion date of approximately 18 to 24 months. This project is expected to cost more than \$6 million and will be funded by the FDOT

- . Completion of new residential construction as well as new and/or renovated retail and professional office spaces throughout the Village, including: Defy (Circus Trix) Trampoline Center (Congress Avenue), Florida Lottery District Office (southeast corner of Military Trail and Forest Hill Boulevard – Shoppes of Forest Hill), Sarku Japan Restaurant (southeast corner of Military Trail and Charlotte Street), Soma Medical Center (northeast corner of Forest Hill Boulevard and Dalinda Lane), multiple new single-family residential homes (various locations throughout the Village), Preston Square Townhomes and community pool and cabana - 58 homes completed and all 160 permits have been pulled (northeast corner of Congress Avenue and Lark Road)



- . Continued to provide owners of vacant properties with the opportunity to finance various utility infrastructure (expense) improvements with the Village as utilities become available within their community and to facilitate infill development
  - . Continued to provide customer service within all areas of our Village throughout the COVID-19 pandemic to ensure the continued development of properties and investment into our community, which assisted in maintaining, and in some cases, creating new jobs
  - . Awarded fourteen (14) Property Improvement Program (PIP) re-development matching grants (up to \$5,000 each), totaling \$19,804 to help Village property owners make needed improvements within our residential and business communities – Resulting in total projects cost of \$142,228 that are expected to increase property valuations
- Note: To date, the Village Council has awarded 89 grants to residential and business properties totaling \$444,368 with total projects cost of \$888,912. This Program has contributed to an increase in the Village’s total valuation that is utilized to calculate ad-valorem taxes to the Village annually**
- . Continued the process of branding the Village by installing new “Welcome to Palm Springs” signage placed are at various entrances into the Village as well as wrapping our new passenger buses with Village-related information. These projects promote community pride, home ownership and property and business investment
  - . Approximately 286 jobs, during FY 2020, were(are) associated with the construction and/or operation of various new residential and commercial developments as well as the development of new businesses within the Village
  - . Began the process to select a consultant to develop (revise) the Palm Springs’ Community Redevelopment Agency (CRA) Redevelopment Plan and Economic Development Strategic Plan to ensure a unified vision for the development of the two (2) CRA districts (Lake Worth Road District and the Congress Avenue District)
  - . Began the process to identify a consultant to review and, if needed, recommend changes to the Village’s impact fees that are required for new development to assist in providing funding for the new impacts related to policing and parks and recreation services provided by the Village

**Note: Throughout the COVID-19 pandemic, our staff continued to offer in-person inspection services, instituted electronic plan (ePlan) review for minor permit applications (i.e., A/C change-out, electrical service panel or meter repairs, water heater/water or sewer tie-in, fence, re-roof, shutters, stucco/lath, driveways, windows/doors, shed, tree removal,**

etc.), deferred submittal of recorded Notice of Commencements until final inspections (instead of prior to 1<sup>st</sup> inspection), deferred special magistrate proceedings for business license program (delinquent license renewal or lack of Village license), developed temporary outdoor seating allowances for restaurants, processed and issued development permits and utility applications to ensure the continued growth of our Village while enabling our citizens to continue to work as well as even to grow the number of jobs with our community. Although Village Hall has been closed in an effort to maintain the health and safety of our community and our staff, we have offered a number of customer service opportunities to meet with our customers including communications via telephone, E-mail, Zoom and/or GoTo Meeting, created a drop box and pick-up box for all submittals and issuance of permits, provided in-person meetings on an “appointment only” basis and/or within our drive-up window, met with customers on an appointment basis, etc.

**Ensure a Clean and Safe Village:** This initiative is designed to ensure that the Village provides safe and clean places, for the entire community to enjoy including public spaces, commercial corridors and residential neighborhoods. To achieve this goal, our staff (i.e., Police, Code Enforcement, Planning and Building Official/Inspectors, Public Service, Parks and Recreation, etc.) have been focused on programs and activities to assist in making the Village a more livable community. This year we have taken the following steps to meet this goal:

- . Partnered with the Palm Beach Transportation Planning Agency (TPA) to begin the process to develop a Transportation/Mobility Plan to evaluate and the need to undertake pedestrian/bicycle and "Complete Streets" improvements within the Village to enhance safety and provide enhanced facilities for multi-modal transportation within the Village
- . Approved the assignment of the Village's solid waste collection contract to Waste Pro of Florida (from Republic Services of Florida) to ensure continued and uninterrupted collection services to the Village with no change in rates/prices, routes and/or pick-up schedule for the Village's residential and commercial customers while also providing new performance measures and penalties
- . Adopted the Palm Beach County Local Mitigation Strategy, which is a joint planning effort with the County and other local cities, to identify potential hazards (i.e., natural and/or human-caused - fire, flood, storms, etc) and establish appropriate

responses or mitigation measures for properties within the County. This plan enables the Village to be eligible to receive funding from the Hazard Mitigation Grant Program, Flood Mitigation Assistance Program and Pre-Disaster Mitigation funding programs

- . The voters of Palm Springs approved a referendum (67.44%) amending the Village Charter and adopting Article VIII “Police Department”, Section 8-1 “Preservation of Local Police Department” to restrict the abolishing, merging, outsourcing or transferring of police department services to another agency or entity. Further, future referendum ordinances, initiated by the Village Council, calling for such an election will require approval of a supermajority (at least 4 out of 5) of the Village Council
- . Modified the Village’s Community Development Block Grant (CDBG) Target Area to ensure that CDBG funding is being properly utilized to support areas within the Village where at least 51% of the residents are of low and moderate incomes and within areas that exhibit visible signs of deterioration or underdevelopment (sub-standard housing, inadequate infrastructure (water, sewer, drainage, sidewalks), inadequate public facilities (parks, community centers, libraries)
- . Selected a new vendor to provide landscaping services at Village-owned properties, including the Village Hall complex, parks, roadway medians, Village-owned lots, water treatment plant entrances and various utility locations (this change is expected to result in an approximate savings of \$40,000 to the Village)
- . Completed the major renovations of the Village’s Library to promote a safe, healthy and fun environment for our community. Renovations included new luxury vinyl plank (LVP) flooring and painting (throughout the Library), new furniture, installation of radio-frequency identification (RFID) technology to track the checkout, installing a fire alarm system, return and inventory of Library resources, replacement/new twenty-one (21) security cameras and installation of a new employee badge system and installation of an updated sound system for the Library's Meeting Room as well as the installation of other new technology equipment/features (i.e., audio visual system, televisions/monitors, etc.) within the public areas of the library to promote/enhance learning, communication and marketing.
- . Completed/Began various critical stormwater related projects to manage, but also attempt to eliminate, flooding in several of our neighborhoods to improve the livability of our community – 1. Miller Road Stormwater Improvement Project, 2. Alameda Drive Stormwater Improvement Project, 3. Frost Lake Stormwater Improvement Project and 4. Carol and Rex Avenue Stormwater Improvement Project **(Stormwater Funded)**

- . Expecting to mill and resurface seven (7) roadways to extend the road's service life and to provide safe roadways for our residents and visitors. Over the past eight years, the Village has invested more than \$2,821,181 into the milling, paving and striping of our roadways along with new construction of unpaved roads
- . Began the installation of Light-Emitting Diode (LED) street lighting [maintained by Florida Power and Light (FPL)] within the Village's rights-of-way
- . Completed the Canal 11 Road Project – Phase III that included the road paving/construction [as well as the installation of guard railing and Type F (stand-up) curbing on the north side of the proposed roadway (south of the LWDD's Canal 11]. The Village previously completed the construction/relocation of Village utility pipes and stormwater pipes (Phase I) and the Lake Worth Drainage District (LWDD) has completed a significant project to straighten a portion of the drainage canal (Phase II)
- . Completing a 3-year advanced metering infrastructure (AMI) technology project by installing base stations, a tower and antenna and repeaters to support the Village's recently installed 13,009 new water meters that is expected to improve staff productivity (utility usage/data will be provided to the Village electronically rather than through manual meter reading and/or driving through the Village to determine customer usage at a single point in time), provides the Village with the ability to assist/manage water leaks in real-time and is expected to improve customer billing and increase customer satisfaction
- . Completed and/or began various utility capital projects including the replacement/rehabilitation of two (2) water wells, replaced two (2) Pratt Water Plant Spiractors (lime softening units that have been in service since 1985), replaced original centrifugal pumps with disc pumps for pumping resin slurry in the water treatment process, replaced two (2) 2,550-gallon sodium hypochlorite polyethylene storage tanks at the Main Water Treatment Plant (WTP) to assist with disinfectant process
- . Began engineering and design to upgrade lift station Supervisory Control and Data Acquisition (SCADA) system (electronic monitoring system that achieves control at each of the Village's lift stations and provides data on how the station is operating as well as flow rates, rainfall rates, etc.) to upgrade the remaining twenty (20) of fifty-nine (59) lift stations and three (3) vacuum pump stations throughout our utility service area to ensure safe and proper wastewater/sewer collection services to the Village's 12,043 customer accounts
- . Completed the abandonment of the PS-05 Sewer Lift Station (Kent Pump Station) and rerouted wastewater flows through



gravity sewer to a newer, existing pump station on Kirk Road to reduce maintenance problems

- . Installed an automated queuing system within the Public Service Department's Utility Customer Service Office (utility billing) lobby to continue our efforts to provide the highest levels of customer service to our utility customers
- . Began the process to design the expansion of our Police Department building to better support our staffing and operational needs due to an increase in the total number of Police Department staff as a result of annexation and growth within our community. Construction is expected to begin in FY 2021 (**Sales Tax Funded**)
- . Purchased fourteen (14) new Police Department vehicles, equipment (i.e., in-car cameras, light bars, etc.) and graphics to support our department's efforts to maintain the safest community possible. To date, the Village has purchased/replaced all of the vehicles within our fleet - 58 vehicles within our Police Department have been purchased/replaced over the past 7 years with no marked cars on the road today that are older than 2014 (all Ford Crown Victoria vehicles have been removed from active service)
- . Worked with the Town of Lake Clarke Shores Police Department to securely connect them into our network to provide needed police data sharing
- . Our Police Department was found to be in compliance with the Florida Department of Highway Safety and Motor Vehicles (FLHSMV) technical audit to verify our Police Department's compliance with the policies and regulations of the Driver and Vehicle Information Database (DAVID) that provides our officers with immediate retrieval of driver and motor vehicle information
- . Beginning the process to purchase a new Body Worn Camera system (i.e., expected 50 new cameras, storage of video in the Cloud, software, multi-year warranty, etc.) to provide the highest levels of safety to our officers as well as to our community. This new system is expected to be purchased by the end of FY 2020 and will be implemented within FY 2021
- . Completed various technology equipment and software upgrades from old unsupported versions to better protect and provide increased security of the Village's network while also providing significant savings to the Village
- . Implemented additional new ransomware and malware protection systems
- . Completed the required Windows 10 upgrade for all Village computers (no cost to the Village - free upgrade), implemented a new agenda management system that is used for all Village meetings (i.e., Village Council, CRA, Planning Board, Special Magistrate, etc.), working to install a new on-line employee hiring and onboarding option to improve staff productivity and

better promote available Village positions locally as well as around the state and nationally, implemented the Village's new Tyler Cashiering (Munis) software/module within our Public Service Department - Utilities, Planning, Zoning & Building (PZ&B) Department and Parks and Recreation Department to provide our customers with improved flexibility and ease in making payments while also providing the Village with real-time access to customer balances across multiple applications and departments

. Began the 1<sup>st</sup> phase of the conversion/migration of the Village's phone system to a new Voice over Internet Protocol (VoIP) phone system, which will include moving to new phone service provider

**Note:** Throughout the COVID-19 pandemic, the health and safety of our community and our staff was (and continues to be) a priority. Thus, our staff worked to continuously inform our community on the need to follow the CDC guidelines through all of our communication tools (i.e., announcements during in-person and virtual public meetings, events, programs and/or activities, E-newsletters, created a separate COVID-19 information page as well as provided a number of news briefs on the Village's website – [www.vpsfl.org](http://www.vpsfl.org) – on our social media accounts, utilized our LED message boards, posted signage on all buildings, staff handed out flyers at numerous residential and business properties, worked with various partners, churches, local governments, etc., included notices on monthly utility bills, etc.). As stated previously, although Village Hall has been closed in an effort to maintain the health and safety of our community and our staff, we have offered opportunities to meet with our customers through electronic media, dropping of documents in drop boxes and/or within our drive-up window, met with customers on an appointment basis, installed plexiglass separators within all areas of the Village where there would be difficulty in meeting the CDC's social distancing guidelines as well as offering masks, increased public hand sanitizer options and cleaned/sanitized the Village's indoor facilities. Further, we instituted a new opportunity for our residents and businesses to make police reports by telephone as well as assigning one (1) officer per shift to serve as a transport officer to reduce potential contamination of our front-line workers. Take home vehicles, which were recently approved for all officers with more than one (1) year of service (with some exceptions as provided with the union agreement), provided our officers with a safer and more isolated environment from exposure to the COVID-19 virus.

**Maintain Our Small Town Feel within Our Diverse Community:** The Village is located within the 12th most populous urban area within the county. However, we maintain a unique small town feel that many communities work very hard to duplicate. Our residents throughout the Village know each other and our governmental staff maintains a strong emphasis on providing the highest levels of customer service and highest quality events, programs, services and activities to ensure that the Village remains a great place to live, work and play. Some of the ways we have continued to promote this atmosphere within our Village include:

- . Continue the process of installing new Village welcome (monument) signage at up to 4 locations at various entrances to the Village, which would continue our branding and promotion efforts (in addition to our previously completed projects - installing new Welcome to Palm Springs signage placed at various entrances into the Village, new street signs with the Village seal, LED monument messaging sign, wrapping our new passenger buses with Village-related information, etc.)
- . Restructured our summer camp program due to COVID-19 to meet all CDC guidelines and safety measures to promote a safe, healthy and fun environment while enabling our parents and employees to continue working during this difficult time
- . Completion of the new Foxtail Palm Park, located on the northeast corner of Kirk Road and Park Lane, is expected by the end of FY 2020 and construction has included turning a borrow pit lake into a focal point lake with a walking/fitness trail around its perimeter and fountain in the center, playground equipment, shade shelter, site amenities (i.e., benches, water fountain, trash receptacles, etc.), landscaping and irrigation system and paved parking lot with an ADA walkway
- . Completed the engineering and design for four (4) of the five (5) Sub-Phases (with the remaining Sub-Phase to be designed following the purchase of property to construct a new park on the east side of the Village). The 1<sup>st</sup> Phase of this project is expected to begin construction in August 2020 and is planned to be completed by October/November 2020. This new Village-wide pathway park connector pathway project is expected to connect ten (10) of the Village's eleven (11) parks (Christmas Palm Park will not be connected due to the residential character of the area) with a wide sidewalk (where possible) enhanced with pedestrian amenities, such as benches, water fountains, distance markers, trail information boards, etc. **(Sales Tax Funded)**
- . Began renovations to the Village Hall Complex Ballfields to continue to provide the highest quality sports turf and playing fields for Village residents and participants. This project is expected to be completed by the end of the FY 2020 and includes replacing the irrigation system, stripping all existing sod from the fields, spraying and debris removal of existing soil, a rough

grade, adding a new topsoil mix (to stimulate turf growth), laser grading of the fields and installing new bermuda sod [all existing clay areas will be replaced with sod (except for the pitching mound and home plate areas)] to provide a safer recreation facility while also reducing the maintenance requirements by Village Staff (**Sales Tax Funded**)

- . Purchased and installed a new prefabricated concrete restroom at the Village's Sabal Palm Park, located at 1051 Summer Street (north of 10th Avenue North), to support the increased use of the athletic field (**Sales Tax Funded**)
- . Redevelopment of Village Hall Complex and the Royal Palm Park Playground areas are expected to be completed by the end of the fiscal year and will provide our children with the opportunity to learn/experience balance, climbing, education, sliding, sensory, colors and sounds. (i.e., climbing options, open tunnels, slides, swings, etc.); both projects will be built within the existing playground areas (Village Hall Complex will include the installation of shade structure) and will incorporate English and Spanish to assist our children and our community to better communicate and learn about various cultures (**Sales Tax Funded**)
- . Conversion of Village Hall Complex tennis courts (one set) into hard-court pickleball/soccer courts to better meet the recreation needs of our community
- . Awarded six (6) \$1,000 scholarships to selected high school seniors who live in the Village as part of the annual Village scholarship program, which was named in memoriam for Palm Springs resident and library volunteer Joseph Fallon, who died suddenly during his senior year at John I. Leonard High School
- . Provide various enrichment programs to our community by our Library [i.e., approximately seven (7) children's programs per month with an average attendance of 25 people as well as approximately two (2) Family Programs per month with an average attendance of 75 people]
- . Prior to the COVID-19 pandemic requiring Village facilities to be closed to the public, our Library continued to assist the community by offering free tax assistance through the VITA and AARP programs as well as free driver's license practice exams
- . Held a number of community events, including the Village's annual Santa's Sleigh Ride, Stuff-A-Cruiser, Fall Festival, 4<sup>th</sup> of July Celebration, Easter Egg Hunt, Mayor's Walk and Touch-A-Truck events that promoted our diverse, family-oriented Village and community relationship building. The Police Department's 9<sup>th</sup> Annual Stuff-A-Cruiser event was our most successful ever and had more than 1,000 attendees and provided a much needed toys and more than \$10,000 donation



to local non-profits (i.e., Salvation Army and Adopt-A-Family) to help our community during the holidays as well as during the on-going pandemic

- . Due to the rain and the COVID-19 emergency, the Police Department was only able to hold one (1) Family Movie Night event (generally four movie events are held annually) for our community to enjoy as well as their annual Stuff-A-Cruiser event and various other events (donation opportunities) to support those who are in need and hungry within our community
- . To support our veterans, the Village is completing the replacement of the existing roof and the air conditioning systems on the Veterans of Foreign Wars (VFW) Building, located within the Village Hall Complex

**Note:** Throughout the COVID-19 pandemic, our staff worked tirelessly to maintain the small town feel within our community by offering a number of events, programs and/or activities to our citizens: weekly food distribution (partnership with the Salvation Army and Palm Beach Harvest); distributed handmade masks made by the members of Palm Springs Baptist Church (at almost every Village event), partnered with Christ Fellowship Church to provide toiletries and personal care products to those with financial needs during the height of the number of positive cases with our community, worked with PBC to offer multiple mobile testing opportunities at different locations throughout the Village (staff distributed flyers to businesses and residents in both English and Spanish prior to each testing event), distribution of grocery store gift cards (funding donated by Soma Medical Center and El Bodegon Supermarket), directly distributed Census information and outreach materials to encourage increased response rates, held the Village's annual 4<sup>th</sup> of July fireworks celebration and virtual "stay at home and watch" events, staff dropped off candy-filled eggs at a number of residential and business properties to celebrate Easter, offered summer camp and back to school camp to ensure that parents have the opportunity to continue to work and support the economy within the Village and our County, provided curbside checkout for library materials, offered virtual story times as well as adding online magazines and a new eBook platform to provide children's and youth materials, assisted with the G-Star School of the Arts Senior High School Class Graduation Parade, offered drive-by parades for those celebrating birthdays and anniversaries to commemorate important personal dates, installed plexiglass separators within all areas of the Village where there would be difficulty in meeting the CDC's social distancing guidelines as well as offering a various assortment of masks, gloves, face shields, increased public and personal hand sanitizer options and other requisite PPE, purchase a disinfecting fog

**gun/equipment to safely sanitize the Village's indoor facilities, etc.**

**Maintain the Village of Palm Springs as an Excellent Place to Work:** Our staff is our most important asset that we maintain as a Village. We have a dedicated workforce that works very hard to meet the goals of our Village. As a result, it is important to ensure that we are able to offer competitive wages, benefits and a work life that is comparable with larger organizations who continue to look to our organization to fill their vacancies. Thus, the Village has continued to maintain its commitment to offering excellent work-related opportunities to our staff this past year (in a manner that is affordable to the Village):

- . Offered the highest levels of benefits (i.e., health, dental, retirement, etc.) to ensure retention of our workforce and attract the best candidates for open positions. We experience a 1% annual premium increase for medical and dental coverage (a premium discount was provided for bundling health and dental together). It was estimated that the expected premium increase for the 2020/2021 plan year would be approximately 9.8% from the Village's previous year's rates. Due to the 1% increase in rates received from the Village's health and dental provider, the Village experienced an approximate total savings of \$183,000 as determined by the Village's contracted benefits broker. As a result, Village employees did not experience a cost increase for medical and dental benefits
- . Continued providing opportunities for training, education and networking throughout our organization to ensure our staff is apprised of the most up-to-date work-related practices as well as ensuring the highest levels of safety and increased productivity
- . Implemented a new employee digital time & attendance system to modernize the existing paper-based employee timekeeping approval process (i.e., hours worked, overtime, time off requests, etc.) in an effort to provide a more efficient process for all employees (when documenting their time - time clocks, phone apps and web console) as well as our departments when submitting payroll requests and to ensure accurate and proper payroll payments are made to Village employees
- . Partnering with Palm Beach State College (PBSC) to develop a Leadership Academy to promote a full understanding of the customer service expectation and the responsibilities (education) as a manager and/or leader within the Village as well as to prepare our staff for succession opportunities. The Academy's curriculum has been established and is expected

to begin either by the end of the current fiscal year or at the beginning of the upcoming FY 2021 (depending on the COVID-19 pandemic). Further, staff is working with other local municipalities to partner with them to participate in this program

- . Continued to meet monthly with the Village's Leadership Team, which includes all Village employees in leadership positions (i.e., department directors, supervisors, managers, crew leaders, etc.), to provide training on how we can serve our community, customers and staff better. Videos, articles and discussions have been utilized in an effort to learn together on how we can provide the highest levels of service possible to our employees, customers and stakeholders
- . Continued the Employee Roundtable meetings with 15 to 20 (randomly selected) employees, which has been a great opportunity to discuss operational issues within the Village as well as to provide Village-related information to our staff (become ambassadors to other staff throughout the organization and to our community) and ensure they are informed about the direction of the Village (i.e., annexation, growth – redevelopment, Village goals, etc.) as well as current issues (i.e., budget, benefits, operational changes, etc.)
- . Directors are being held accountable for improved communication with their employees to ensure the highest levels of moral by immediately addressing issues/concerns and providing information regarding the direction of the Village, employee benefits, budget and how the Village can improve working conditions, processes and procedures
- . Departments have begun to hold similar-type Roundtable meetings with their staff to address department-specific operational and morale issues as well as to provide attendees with information related to the Village and their department
- . To date, we have held six (6) Employee Recognition BBQ's to recognize employees for their years of service and to thank our staff for all of their hard work (our 7<sup>h</sup> BBQ will be held prior to the end of the fiscal year)
- . Continued to promote succession planning and encouraged department management teams to identify and provide new opportunities and experience (i.e., attend meetings, training, planning, re-organization, responsibilities and accountability) for our next generation of leaders to be prepared to step up and serve our community
- . Continued to develop positive employee union relationships with the Village's three (3) unions - Police Benevolent Association (PBA) – Officers & Sergeants and Lieutenants - and the Service Employees International Union (SEIU). The Village and the PBA agreed to new three (3) year contract in 2019 that addressed compensatory time, provided salary increases (Across the Board and MERIT Increases) and provided take home vehicles to all sworn officers after 1 year of

service to improve productivity and vehicle life/maintenance and increase customer service

We are also continuing to plan to hire a new Assistant Village Manager during the upcoming FY 2021. We have an expectation that all new leadership staff are expected to join the Village with significant experience and knowledge while enhancing the chemistry within our management team and emphasizing a strong work ethic and desire to provide the highest levels of customer service to our community and staff

**Note: Throughout the COVID-19 pandemic, our Village supported our employees in a number of ways to keep them safe as well as to provide financial assistance and support, including: meet all guidance and/or requirements as provided by the Centers for Disease Control and Prevention (CDC) as well as the federal, state and county governments regarding social distancing, wearing masks and/or personal protective equipment (PPE) and testing, immediately implemented the federal government's Families First Coronavirus Response Act (FFCRA) that provided an additional 80 hours of COVID sick time to all employees (Note: this Act provided that various positions may be exempt from receiving this additional 80 hours of time; however, the decision was made immediately that the all of our staff, particularly our police, utilities, public works, etc., would be eligible for this additional time) as well as 10 weeks of paid Family Medical Leave Act (FMLA) would be available for child care, the Village Council unanimously supported an additional Pandemic Pay for all employees in the amount of \$100 per pay period for four (4) pay periods, offered additional working opportunities for part-time employees to keep them employed and assist departments with projects that have not been completed, provided flexible working schedules to reduce the risk of infection as well as to assist with home/personal issues, implementing a new "Back to School Camp" in partnership with the School District of PBC and the City of Greenacres to ensure that our employees' and our citizens' children have a safe and healthy place to learn virtually while also enabling our employees/community parents with an opportunity to maintain a consistent work schedule and, in some cases, keep their jobs, etc.**



## **Goals and Objectives for FY 2021:**

The Village will continue to work towards meeting our identified priorities and objectives to meet the Village's six (6) Goals, as outlined above. Additionally, we will work to facilitate new residential and commercial construction projects that will result in new jobs and significantly contribute to an increase in our taxable valuation. Further, these new opportunities will assist with our community image and livability, resulting in an increase in the viability of home ownership (rather than investment and rental properties) within the Village.

## **Budget Objectives:**

The following budget objectives have been considered during this budget process:

1. Reduced the total millage rate for FY 2021 (8<sup>th</sup> consecutive year)
2. Balanced the proposed budget while providing for needed non-recurring capital projects and equipment expenditures. Fund Balance is requested to be appropriated to support the cost for twenty (20) one-time projects (i.e., Capital, Sales tax, Contracted Planning Services, etc.):
  - . Virtual Desktop Infrastructure (VDI) to enable secure work-from home and reduces hardware costs (\$60,000) - **Fund Balance - CIP**
  - . Upgrade VMware to provide for additional servers, increased functionality, virtual relocation & required for thin client VDI (\$35,000) - **Fund Balance - CIP**
  - . Upgrade Laserfiche software to provide enhanced services (i.e., digital forms and workflow) (\$39,125) - **Fund Balance - CIP**
  - . Re-flooring within Village Hall department offices (\$48,000) - **Fund Balance - CIP**
  - . Buildout of Village Hall north Flex Area & Finance department office renovations (\$263,800) - **Fund Balance - CIP**
  - . Conversion to VOIP Phone System (Carryforward) (\$100,000) - **Fund Balance - Unassigned**

- . Repair/Replace Village Hall A/C system (\$500,000) - **Fund Balance - CIP**
  - . Implement new (EnerGov) land use planning, permitting, enforcement case management and inspections software/hardware solution for permitting (\$102,000) - **Fund Balance - Unassigned**
  - . Installation of Wastewater Force Main – Engineering & Design – Congress Avenue CRA District (\$400,000) - **Fund Balance - Unassigned**
  - . Architectural Design for Police Department Expansion and partial construction cost (\$1,181,250) – **Sales Tax**
  - . One (1) new Police vehicle to accommodate new officers – specialty assignments (\$35,000) - **Fund Balance - CIP**
  - . Annual/Initial Police body worn cameras service agreement (\$66,000) - **Fund Balance - Unassigned**
  - . Construct new maintenance equipment storage building (Carry forward) (\$220,000) - **Fund Balance - Unassigned**
  - . Repaint Village Hall Complex Roofs (\$200,000) - **Fund Balance - Unassigned**
  - . Replace one (1) Backhoe (\$101,000) - **Fund Balance - CIP**
  - . Village Welcome Signage – Up to four (4) locations (Carry forward) (\$60,000) - **Fund Balance - Unassigned**
  - . Replace (partial) Library A/C system (Carry forward) (\$35,000) - **Fund Balance - Unassigned**
  - . Lakewood Garden Park Improvements (\$200,000) – **LWCF Grant & Sales Tax**
  - . Expansion of Pathway Park Connector trail project (Carry Forward) (\$636,000) - **CDBG Grant & Sales Tax**
  - . Sago Palm Park Improvements – Engineering & Design (park renovation, playground, shade, kayak launch, surfacing- sales tax) TO# 254 (Carry Forward) (\$80,000) - **Sales Tax**
3. Evaluated current staffing levels in all departments to ensure the best service delivery
  4. Ensured that Village equipment is replaced in a timely and consistent fashion to allow staff to achieve and maintain high levels of quality and services
  5. Provided funding to maintain the Village’s infrastructure, roadways and facilities
  6. Explored “outsourcing” opportunities as a cost savings measure
  7. Ensured sufficient training and educational opportunities are available for staff

### **Significant Financial Factors:**

The Village obtains a major portion of its' annual General Fund financial resources (19%) from property taxes. Since FY 2008, this revenue has increased by approximately 32% as we are continuing to experience a recovery from the recession. We are expected to experience an 6.9% increase in property valuations from \$1,322 million in FY 2020 to \$1.414 million for FY 2021 - a continued sign that we are moving in a positive direction. In addition to increased ad-valorem revenues, the Village will expect to receive a larger share of state revenues (i.e., half-cent sales tax, local option gas tax, state revenue sharing, etc.) in FY 2021.

Please note that although the Village experienced the 11<sup>th</sup> highest taxable valuation increase in the County in terms of percentage (8.76%) and we are ranked 12<sup>th</sup> in terms of population, our total taxable valuation ranks 16<sup>th</sup> of 39 in Palm Beach County. This is indicative of the continued need to maintain a strong focus on economic (re-)development to promote increase taxable valuations to fund municipal services that citizens have become accustomed to receiving in the Village.

As a result of the COVID-19 pandemic and the resulting downturn in the economy (which is expected to continue into the next fiscal year, but, unfortunately it is unknown for how long), many of the Village's more significant revenues are projected to experience a decrease within FY 2021. In fact, even with projected increases within the Village's total valuation and expected property taxes, total revenues for FY 2021 are expected to drop by almost 11%. Some of the more notable estimated revenue reductions include: Local Option Gas Tax (14%), One-Cent Sales Tax (13%), Communications Services Tax (11%), Building Permits (36%), Library State Aid Grant (20%), State Revenue Sharing (24%), Half-Cent Sales Tax (16%), Other Shared Revenue (26%), Summer/Vacation Camp Programs (17%), Violation of Local Ordinances (33%), Interest Earnings – SBA (43%). Further, the proposed FY 2021 Budget has reduced the need to utilize Fund Balance from the amount committed within the FY 2020 Budget by 23%.

Note: Due to the financial oversight and prudence that has been provided by the Village's Finance Department as well as each of the Department Directors and their staff over the past seven (7) years has enabled the Village to be financially prepared to weather this difficult time and to continue to provide the highest levels of customer service while also proceeding with significant

capital projects that will enhance the quality of life within our community and continuing with the same number of employees (unlike many other local governments within our County and around the state and country).

The Village continues to refine and develop our organizational structure to help shape and focus staff's responsiveness, accomplishments, training, supervision and performance. Our employees are our most valuable asset and they also contribute to the most significant cost associated with the budget, accounting for roughly 58% of the Village's General Fund expenditures (or \$14,774,731). Many of the costs associated with the personnel side of our proposed budget are essentially fixed and/or based upon salaries. Although these costs make up for more than half of our operating budget, they are vital to meeting our goal of maintaining the Village as an excellent place to work and ensuring retention of our staff. It should be noted, however, that this amount limits and/or reduces our spending flexibility as it makes up such a significant portion of our overall budget.

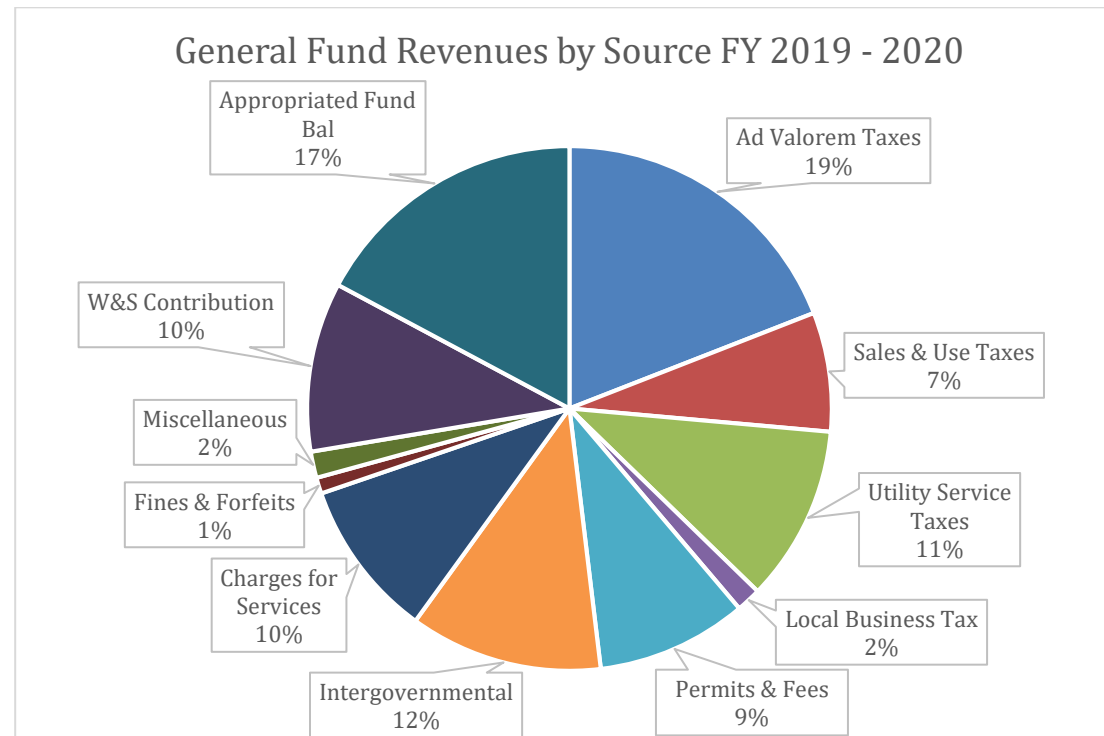


### **Village Budget:**

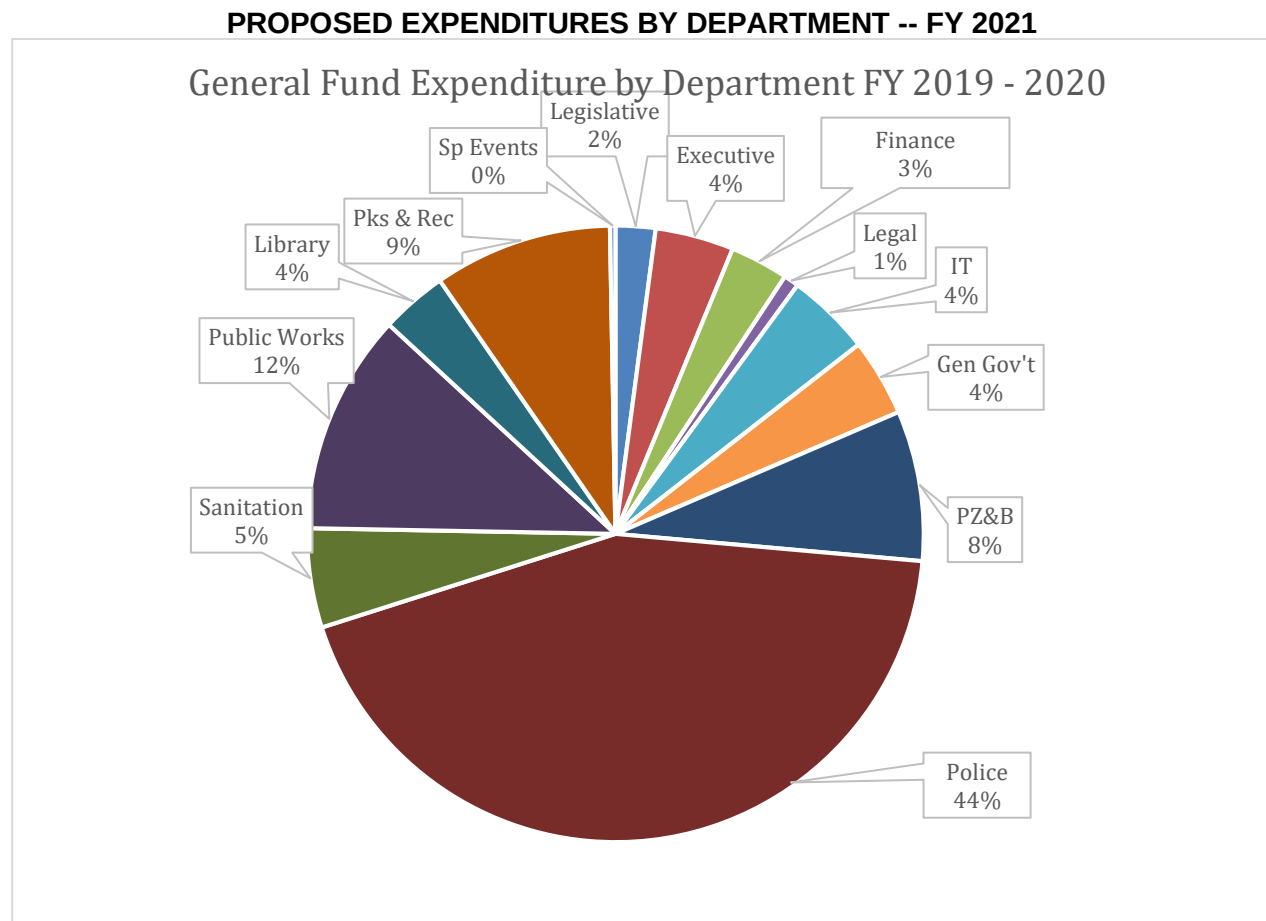
The Village has established a budget with five (5) separate funds within the FY 2021 Budget: General, Debt Service, Water and Sewer Enterprise (Utilities Fund), Stormwater Management Enterprise (Stormwater Fund), Palm Springs CRA (Special Revenue Fund).

1. General Fund: This Fund provides the majority of services available to Village residents.
  - a. Revenue Summary - General Fund Revenue sources are projected to generate \$25,368,987 in FY 2021

#### **PROPOSED REVENUE BUDGET BY SOURCE -- FY 2021**



- b. Expenditure Summary - The proposed budget reflects expenditures necessary to provide operations at their present (and elevated) levels of service.



2. Debt Service Fund: This Fund accounts for the current principal and interest payments due on outstanding general obligation debt for the Village Center complex (\$4.1 million total outstanding principal remaining). The millage rate necessary to generate sufficient funds to pay our debt obligations for FY 2021 is \$ 0.3104.
3. Utilities Fund: This Fund provides funding for water treatment and distribution as well as sewage collection and disposal for Village residents as well as the Town of Lake Clarke Shores and unincorporated areas of Palm Beach County within our utility service area. FY 2021 utility fund revenues and expenses are budgeted at \$27,907,640. The proposed budget reflects expenses necessary to maintain operations at the present (and elevated) levels of service.
4. Stormwater Fund: This Fund supports the costs related to our storm water management program (i.e., drainage improvement projects, maintenance, comprehensive planning and understanding of all drainage needs within the Village) to manage stormwater and eliminate flooding throughout the Village, which is critical to improving the livability of our community. The proposed budget for this Fund is proposed to be \$1,025,411.
5. Palm Springs Community Redevelopment Agency (CRA): This new Fund supports the costs associated with the redevelopment of the two (2) established districts (Congress Avenue and Lake Worth Road Districts). A Redevelopment Trust Fund Prior has been established to receiving and/or spending any Tax Increment Financing (TIF) funding (provided by the Village of Palm Springs and Palm Beach County) and is a major fund in the Village's annual FY 2021 Budget and will be audited within the Village's comprehensive annual financial report (CAFR).

Although the Palm Springs CRA maintains a single Redevelopment Trust Fund, the accounting for each District will be contained within separate internal accounts (one for each district), in keeping with the CRA "best practices" advice from the Florida Redevelopment Association (FRA). All tax increment revenues from each district will be deposited in the respective account to be spent on capital projects, programs and activities within that district. The proposed budget for this

Fund is proposed to be \$137,602.

**FY 2021 Recommendations:**

**Ad-Valorem (Property Tax) Rate:**

I am proposing to maintain the operating millage (property tax) rate at its current position of 3.5000 mills per \$1,000 of taxable value, which I have utilized as the basis to support personnel, operational and capital expenses within the proposed FY 2021 Budget. Further, the proposed debt service millage rate is proposed to be lower - 0.3104 mills – and when combined with the operating millage rate results in a .0277 mills decrease in the total property tax rate to the property owners within the Village of Palm Springs from the FY 2020 property tax rate.

**Revenues:**

Notable projected revenue changes within the proposed budget include:

- . Community Development Block Grant (CDBG) funding (6<sup>th</sup> year) to support the cost of designing a new trail system throughout the Village that will connect ten (10) of the Village's eleven (11) parks and provide our entire community with accessible recreational opportunities
- . Grant funding (including Land Water Conservation Fund Grant and General Fund dollars) will be provided to assist with the revitalization of Lakewood Gardens Park, which will reduce the total funding needed to re-develop this park by the Village
- . Ad-valorem (or property taxes) revenue increase of 8.76% due to new development throughout the Village (including annexed areas), an improved economy and an increase in construction and development activity within the Village (including improvements as a result of the Village's PIP program). Further, this is the 6<sup>th</sup> year that our assessed value has increased after six (6) years of a declining tax-base. The Village serve an estimated population of 23,560, with our new,



proposed taxable valuation, the Village's ad-valorem revenue on a per capita basis (at the proposed millage rate of \$3.50) is \$205 as compared to \$230 per capita in 2009.

Contribution from the Water & Sewer Enterprise Fund will remain at 12% of FY 2019 gross audited revenues

Expenditures:

Some of the more notable expenditures that are provided for within the proposed budget are as follows:

Pension Costs – Village Actuarially Required Payments and Staff Contributions:

| <b>Type of Pension Plan</b> | <b>Projected<br/>FY 2021<br/>Village<br/>Contribution</b> | <b>Projected<br/>FY 2021<br/>Village<br/>Contribution<br/>%</b> | <b>Projected<br/>FY 2021<br/>Employee<br/>Contribution<br/>%</b> | <b>Estimated<br/>FY 2020<br/>Village<br/>Contribution</b> | <b>Estimated %<br/>Increase in Village<br/>Contribution from<br/>FY 2020</b> | <b>Actual<br/>Village<br/>Contribution<br/>FY 2013</b> | <b>Estimated %<br/>Increase in<br/>Village<br/>Contribution from<br/>FY 2013</b> |
|-----------------------------|-----------------------------------------------------------|-----------------------------------------------------------------|------------------------------------------------------------------|-----------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------|----------------------------------------------------------------------------------|
| Village - General           | \$1,057,689                                               | 57.20%                                                          | 3.00%                                                            | \$862,047                                                 | 18.50%                                                                       | \$1,027,980                                            | 2.81%                                                                            |
| Village - Police            | \$501,903                                                 | 32.00%                                                          | 6.60%                                                            | \$1,422,000                                               | -183.32%                                                                     | \$1,343,382                                            | -167.66%                                                                         |
| FRS - Regular               | \$706,852                                                 | 10.00%                                                          | 3.00%                                                            | \$404,295                                                 | 42.80%                                                                       | \$159,169                                              | 77.48%                                                                           |
| FRS - Special Risk          | \$681,770                                                 | 24.45%                                                          | 3.00%                                                            | \$490,957                                                 | 27.99%                                                                       | \$173,509                                              | 74.55%                                                                           |
| FRS - Elected Official      | \$3,336                                                   | 49.18%                                                          | 3.00%                                                            | \$6,173                                                   | -85.04%                                                                      | \$1,051                                                | 68.50%                                                                           |
| FRS - Senior Management     | \$53,756                                                  | 27.29%                                                          | 3.00%                                                            | \$39,988                                                  | 25.61%                                                                       | \$0                                                    | 100.00%                                                                          |
| <b>Total</b>                | <b>\$3,005,306</b>                                        |                                                                 |                                                                  | <b>\$3,225,460</b>                                        | <b>-7.33%</b>                                                                | <b>\$2,705,091</b>                                     | <b>9.99%</b>                                                                     |

Village Insurance Costs:

| Type of Insurance     | Projected<br>FY 2021<br>Expenditures | Estimated<br>FY 2020<br>Expenditures | Estimated %<br>Increase in<br>Expenditures from<br>FY 2020 | Actual<br>Expenditures<br>FY 2013 | Estimated %<br>Increase in<br>Expenditures from<br>FY 2013 |
|-----------------------|--------------------------------------|--------------------------------------|------------------------------------------------------------|-----------------------------------|------------------------------------------------------------|
| Worker's Compensation | \$402,518                            | \$293,734                            | 37.03%                                                     | \$163,070                         | 59.74%                                                     |
| General Liability     | \$450,000                            | \$379,436                            | 18.60%                                                     | \$280,274                         | 74.99%                                                     |

Note: The General Liability projected cost includes property and auto liability projections. The proposed projections were determined based on historical projections as the quotes from the provider have not been provided at this time. A budget amendment may be required (from Contingency) to support any costs above the projected amounts within the FY 2021 Budget.

Employee Benefit Costs – Health, Dental & Life Insurance:

| Type of Insurance                 | Projected<br>FY 2021<br>Expenditures | Estimated<br>FY 2020<br>Expenditures | Estimated %<br>Increase in<br>Expenditures from<br>FY 2020 | Actual<br>Expenditures<br>FY 2013 | Estimated %<br>Increase in<br>Expenditures from<br>FY 2013 |
|-----------------------------------|--------------------------------------|--------------------------------------|------------------------------------------------------------|-----------------------------------|------------------------------------------------------------|
| Employee<br>Health, Dental & Life | \$2,320,173                          | \$2,361,388                          | -1.75%                                                     | \$1,251,497                       | 29.72%                                                     |

Note: The Village remained with Humana this year (3rd year) and experienced a 1% increase for employee benefits, thus, we did not impact our staff and monthly rates paid by employees did not change

Sanitation Collection Revenues & Costs (Charged by the Village's franchised hauler):

| Village's<br>Franchised Hauler | Projected<br>FY 2021<br>Revenues | Projected<br>FY 2021<br>Expenditures | Estimated<br>FY 2020<br>Revenues | Estimated<br>FY 2020<br>Expenditures | Estimated %<br>Increase in<br>Expenditures from<br>FY 2020 | Actual<br>Expenditures<br>FY 2013 | Estimated %<br>Increase in<br>Expenditures from<br>FY 2013 |
|--------------------------------|----------------------------------|--------------------------------------|----------------------------------|--------------------------------------|------------------------------------------------------------|-----------------------------------|------------------------------------------------------------|
| Waste Pro of Florida<br>& VPS  | \$1,149,087                      | \$1,317,180                          | \$1,132,031                      | \$1,093,885                          | 4.80%                                                      | \$893,293                         | 32.18%                                                     |

Note: Includes a 3% rate increase that has been applied at the request of the contracted hauler as provided within the approved franchise agreement

*Information Technology (IT):*

- . Implement new Virtual Desktop Infrastructure (VDI) that would replace desktops with thin clients (dumb terminals) to enable remote and secure work-from-home (i.e., natural disasters, storm events, pandemic, etc.) and is expected to provide a savings on expensive desktops/equipment - \$60,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . Continued replacement of the Village's outdated telephone system [Voice Over Internet Protocol (VOIP) system], which is expected to provide the Village with a more consistent and reliable telephone system - \$100,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . Purchase vehicle for IT staff use - \$30,000
- . Provide Village-wide camera system upgrade and maintenance - \$15,000
- . Install an A/C system within the Village Hall IT Data Center to ensure all computer equipment is properly maintained (and

does not experience issues due to high temperatures) - \$6,000

- . Upgrade VMware software, which replaces specific hardware (i.e., physical servers and computers) with virtual nodes or workstations that have their own dedicated operating systems and related memory and performance resources; creating some efficiencies and provided for better security and isolation (presents a thin attack surface for security enhancement, to provide for additional licenses to increase functionality, allow virtual relocation & would be required for thin client VDI - \$35,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . Install new security software that would collect data from our equipment for entire Village network [addresses a comment from the PD's recent Florida Department of Highway Safety and Motor Vehicles (FLHSMV) technical audit] - \$8,000
- . Purchase and install Windows Server Version 2019 Software - \$5,000
- . Purchase additional Laserfiche Avante licenses to provide increased customer service and enhanced public services (i.e., digital forms and improved workflow - \$39,125 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)

**Note:** As a result of the COVID-19 pandemic within the second half of FY 2020 as well as the real possibility/potential of a experiencing a natural disaster (i.e., hurricane), we have identified some vulnerabilities related to our workforce and our ability to conduct Village business remotely from locations other than at Village Hall and related buildings. As a result, the IT department is developing a "Mobile Workforce" mindset and accompanying strategy beginning in FY 2021 that will position the Village to better serve the needs of the community in the event of another pandemic or other disaster through the use of remote meeting software and increased mobile devices (i.e., phones, laptops and tablets).

*Finance Department:*

- . Continue to implement Contract/Project accounting software to convert to an automated requisition system that will enable staff to more quickly and efficiently encumber funding to support/complete projects, activities and programs.

*Planning, Zoning & Building (PZ&B) Department – Economic (Re-) Development:*

- . Revise the Palm Springs CRA Redevelopment Plan, which is expected to guide the future development and expenditures from the Tax Increment Financing (TIF) Fund in an effort stimulate and encourage economic development, eliminate existing conditions of blight, provide increased public amenities, improve pedestrian/bicycle safety and effectively manage



redevelopment within the CRA to realize the Village's vision and long-term community goals - \$162,413 (**CRA TIF Funding** is requested to partially support this initial, one-time cost - \$42,413)

. Engineering and design to support the construction of a proposed 12-inch wastewater force main pipe and related utility equipment to be installed along Congress Avenue (Forest Hill Boulevard north to Southern Boulevard) within PBC's utility service area to support our economic (re-)development goals of creating new jobs and promote investment, improve safety, provide retail/commercial services and improve infrastructure (i.e., wastewater and stormwater) as stated within the Palm Springs CRA Redevelopment Plan, Finding of Necessity Study and Economic Impact Analysis - \$472,574 (**CRA TIF Funded & Fund Balance**) (**CRA TIF Funding** is requested to partially support this initial, one-time purchase and installation cost - \$72,574)

Note: This proposed utility project has been previously identified as a priority project within the newly established Palm Springs CRA and is expected to require an Interlocal Agreement with PBC. Previous discussions with County staff have included the Village's desire that although the initial funding may be provided by the Palm Springs CRA and the Village of Palm Springs to design and construct this project within the County's utility service area (possible bonding and/or borrowing of funding may be required to complete construction until sufficient TIF funding is generated), PBC customers who access this new utility pipe would reimburse the CRA and/or the Village a determined pro-rated amount (the availability to receive pro-rated reimbursement funding would be for an extended time period) and would execute a Voluntary Annexation Agreement with the Village. This project, including engineering and design, would not begin until an Interlocal Agreement was approved by both the County and the Village

- . Funding to install stamped pavement on the concrete medians within the proposed LW Road RRR improvements to provide an appearance of installed paver bricks along this important, major roadway to provide a sense/feeling of something important is on this roadway (or worth really paying attention to in this area). This option (rather than paver bricks), which is extremely durable, looks aesthetically pleasing and requires little maintenance, would be completed when FDOT completes this important safety project (Construction is expected to begin in Fall/Winter 2021 with a planned completion date of approximately 18 to 24 months) - \$15,000 (**CRA TIF Funding** is requested to support this initial, one-time purchase and installation cost)
- . Completion of the Transportation/Mobility Plan to identify needed transportation improvements (including within the Village's major and the local arterial/collector roadways) to enhance safety and provide enhanced facilities for multi-modal transportation (i.e., pedestrian/bicycle and "Complete Streets" improvements) within the Village - \$100,000 (**Grant Funding** is expected to partially support this initial, one-time purchase and installation cost - \$50,000)
- . Review and revise the Village's current Impact Fees (i.e., Law Enforcement and Parks & Recreation Impact Fee) that are

paid by new development to support needed infrastructure within the Village - \$30,000

Consulting services to complete an update/re-write to the Village's Comprehensive Plan - \$50,000

Continued partnership with a GIS Consultant to provide services required by various departments within the Village - \$92,000 (Public Service - \$42,000; PZ&B - \$50,000)

Implement new land use planning, permitting, enforcement case management and inspections software and related hardware to automate PZ&B operations to provide streamlined process for developers, investors, contractors, stakeholders and citizens - \$102,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)

Continue the Village's successful Property Improvement Program (PIP) to provide up to \$5,000 in matching grants for approved property improvements - \$100,000

The following new projects/developments are expected to be completed and/or started during FY 2021:

**New Residential Construction** - The Oaks Assisted Living Facility – South Congress Avenue

**New Commercial Construction** - Soma Medical Office Building – Forest Hill Boulevard and Alice Drive (previously Cushman's fruit store)

**New Commercial Construction** - Integrity Commons Medical and Office Building and Apartment Complex – Forest Hill Boulevard and Forest Avenue

**New Residential Construction** - Canal Shores – Canal 8 Road – East of Military Trail (32 townhome units)

**Commercial Renovation** - La Tapatia Grocery Store & Restaurant – Military Trail – South of Kent Avenue

**New Commercial Construction** - Dental Office - Military Trail & Lake Worth Road (previously a Payless Shoes store)

**New Residential Construction** - Patio Court Townhomes – Patio Court – North of Lake Worth Road (10 townhome units)

**New Residential Construction** - Lakewood Apartment Complex – Lakewood Road – East of Military Trail (90 apartment units)

**New Residential Construction** - Gulfstream Road Apartments – Gulfstream Road – North of Lake Worth Road (11 apartment units)

**New Residential Construction** - Coconut Road Multi-Family Units – Coconut Road – North of Lakewood Road (12 townhome units)

- . **Commercial Renovation** - Penuel Evangelical Church – 2<sup>nd</sup> Avenue & Davis Road (previously a Veterinarian Clinic)
- . **New Residential Construction** - Jacob's Garden Assisted Living Facility – Congress Avenue – South of Lake Worth Road (behind Congress Plaza)
- . **New Residential Construction** - Village of Valor Townhomes and Apartment Complex – 2nd Avenue – West of the LWDD's E-4 Canal
- . **New Commercial Construction** - (To Be Determined) Fueling Facility –10<sup>th</sup> Avenue – West of Florida Mango Road (previously Chase Bank building)
- . **New Commercial Construction** - Tire Kingdom Retail Building – 10<sup>th</sup> Avenue – West of Florida Mango Road (previously Chase Bank building)
- . **New Commercial Construction** - Express Car Wash Facility – 10<sup>th</sup> Avenue – East of Congress Avenue (Wal-Mart Supercenter Out-Parcel)
- . **New Residential Construction** - Park Lane Townhomes – Park Lane – East of Kirk Road (8 townhome units)
- . **New Residential Construction** - Prairie Road Townhomes – Prairie Road – South of Meadow (16 townhome units)
- . **New Commercial Construction** - Soma Medical Center – Congress Avenue – North of 10<sup>th</sup> Avenue
- . **New Residential Construction** - Palm Springs Residences Apartment Complex – Congress Avenue – South of Lillian Road (YMCA property)

*Police Department:*

- . Design, permit and construct a building expansion (2nd Story) of the Village's Police Department facility to accommodate our growing department - \$1,181,250 (**Sales Tax Funded**)
- . Annual Body Worn Camera services to provide a higher level of safety for our officers and community through increased accountability and transparency. This cost would support a warranty for all equipment as well as provide redaction software, technical/customer service and unlimited cloud storage of all video. The IT Director recommends this option over maintaining this video on-site as it is cheaper over the long-term, provides more security and redundancy and enables the PD staff to drop (or send) video evidence directly to the state's attorney - \$66,0000 (**Fund Balance** is requested to support this initial purchase and installation cost)
- . Provides for ten (10) replacement laptops and six (6) replacement computer workstations - \$46,400

- . Replacement of garage bay doors (2 Bay Doors) - \$25,000
- . Continue the vehicle replacement program and purchase related safety tools within the Police Department – nine (9) new vehicles (\$325,000) and seven (7) in-car cameras (\$33,000) [Four (4) vehicles are planned to support new staff hires and specialty assignments (previously planned to be hired upon the Village completing the proposed annexation on Military Trail)] - (**Fund Balance** is requested to partially support this initial, one-time purchase and installation cost - \$35,000)
- . Replacement of the PD's traffic county analyzer to assist with traffic counts - \$5,000
- . Purchase two (2) drones for search and rescue, crime scene and accident mapping, etc. - \$10,000

*Public Service Department - Public Works:*

- . Buildout of the Village Hall East Flex Area to support the need for office space for our IT staff - \$238,800 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . Modify the office space within the Finance Department and PZ&B Department to provide improved working conditions - \$73,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . Repaint the Village Hall Complex building roofs (i.e., Village Hall, Library, Police and LAB buildings - 26,000 sq. feet of roof area) - \$200,000 000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . Funding to support the upgrade/repairs to the Village's A/C system and software (expected to result in reduced monthly/annual electric costs and improve productivity) - \$500,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . Continue the Village's milling, resurfacing and striping program - \$250,000 (\$2,821,181 has been spent on resurfacing and new roads since FY 2013)
- . Replacement/Maintenance of existing sidewalks and asphalt throughout the Village - \$20,000
- . Design and construction of storage building for maintenance equipment at the Main WTP - \$220,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . New Village Welcome (Monument) Signage (up to 4 Locations) to be located at various entrances into the Village and continue our Village branding and promotional efforts - \$60,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)
- . All stormwater-related maintenance and permitting costs will continue to be incorporated within the Village's General Fund



- . Various stormwater pipe repairs and swale/drainage maintenance - \$50,000
- . Replacement of an existing F-250 (\$35,000), replacement of an existing Backhoe (\$101,000), replaced of concrete grinder (\$35,000), replacement of Bobcat Trailer (\$6,000), new outdoor vacuum for field maintenance (\$6,500) and new heavy duty pallet racks for storage (\$6,000) within Public Works to ensure the highest levels of customer service - \$189,500 (**Fund Balance** is requested to partially support this initial, one-time purchase for the proposed Backhoe purchase cost - \$101,000)

*Library:*

- . Replacement of north public entrance door - \$20,000
- . Install a new A/C system – \$35,000 (**Fund Balance** is requested to support this initial, one-time purchase and installation cost)

Note: We are planning to close the Library as part of our annual maintenance program for at least one week each year to ensure that it remains a wonderful and clean facility.

*Parks & Recreation (P&R) Department:*

- . Funding to support the resurfacing of the tennis courts and the basketball courts at Village Hall Complex - \$20,000
- . Design and construction of the new Park Connector Pathway trail system throughout the Village connecting ten (10) of the Village's eleven (11) parks to provide additional recreational opportunities and promote a healthy lifestyle for community residents - \$837,187 (**Grant Funded – CDBG & Sales Tax Funded**) (**Sales Tax Funding** is requested to partially support this initial, one-time purchase and installation cost - \$636,000)
- . Design and engineering costs associated with the redevelopment of Sago Palm Park to include, but not limited to, installation of new playground equipment, pour-in-place protective/safety surfacing, shade structure, renovate/replace restroom and kayak launch - \$80,000 (**Sales Tax Funding** is requested to partially support this initial, one-time purchase and installation cost)
- . Improvements to Lakewood Gardens Park to include, but not limited to, new playground equipment, pour-in-place protective/safety surfacing, shade structure, resurfacing of basketball courts - \$400,000 (**Grant Funded – LWCF & Sales**)

**Tax Funded) (Sales Tax Funding** is requested to partially support this initial, one-time purchase and installation cost - \$200,000)

- . Replacement of an existing passenger van (with an SUV-type vehicle) - \$25,000
- . Funding to support seventeen (17) community events/programs (i.e., Walk with the Mayor, Fitness Festival, Hispanic Heritage Festival, Touch-A-Truck, Bike Rodeo, 4<sup>th</sup> of July, Santa's Sleigh Ride, Christmas Decorating Contest, Snores & Smores, Bark in the Park, Fall Festival, etc.) to provide our community with an opportunity celebrate holidays, meet other residents and promote our family-oriented community – \$72,254

**Note:** Due to the COVID-19 pandemic, a determination on when to offer organized child and adult league play as well as all of our other various events, activities and programs will be made based on whether we can provide a safe, healthy and fun environment for our community [i.e., number of positive cases within our community, ability to meet CDC guidelines as well as all other federal, state and local mandates, orders, rules, etc., whether the County has entered Phase II (or another phase) as determined by the Governor, etc.] In an effort to plan for these opportunities, we have budgeted these costs and revenues as we would have prior to the pandemic (with some expected loss of revenue due to expected lower participation), which, at a later date, may be deemed to be valid/accurate projections or we may not be able to meet our budget estimates and we may be required to request funding from within other areas of our budget (including contingency and/or fund balance) to cover the Parks and Recreation Department's (as well as other departmental) budget(s).

*Public Service Department - Utilities – Water & Sewer:*

- . Implement numerous improvements within our Public Service - Utility Billing Customer Service Office to promote an increased customer service experience:
  - . Implementation of a new Customer Engagement Portal software module as part of the AMI water meter project to enable customers to view their water usage (up-to-the-minute) to ensure accuracy of billing/metering and to assist with possible water leaks - \$35,000
  - . Complete various reports/studies/plans to identify improvements to the Village's water and wastewater systems to

ensure the highest quality of services to customers and prevent long-term loss of service issues that may occur:

- . Water Treatment Facilities (Master) Plan - \$15,000
- . Septic to Sewer Engineering/Project Study - \$30,000
- . Complete safety improvements (replace an existing ladder with a concrete stairway) within the Village's Vacuum Station No.1 Building to ensure a safer work environment for our Utilities Maintenance staff - \$134,665 (**Carryover Project TO #240**)
- . Design and construction of utility materials storage covering at the 2400 Building to protect inventory (i.e., pipes, etc.) from weather conditions - \$185,000 (**Carryover Project TO #260**)
- . Refinish the Lime Slaker Room Floor at the Pratt WTP to provide increased safety to employees - \$20,000
- . Design and construction of storage building for maintenance equipment at the Main WTP - \$110,000 (**Reserves** are requested to support this initial, one-time purchase and installation cost) (**Carryover Project TO #261**)
- . Remodel the Electricians workspace/office area - \$30,000
- . Continue the Village's Annual Lift Station Rehabilitation program to ensure proper operation and safety of wastewater collection and treatment process - \$1,768,073 (**Carryover Project TO #218 & 233**)
- . Installation of a System Control and Data Acquisition (SCADA) system to control and ensure the operational safety of our two (2) water treatment plants - \$842,000 [Three (3) year installation process – \$1,230,000 over three (3) years] (**Carryover Project**)
- . Continued installation of a System Control and Data Acquisition (SCADA) system to control and ensure the operational safety of our wastewater lift stations - \$523,806 [Three (3) year installation process – \$1,230,000 over three (3) years] (**Carryover Project**)
- . Continue working with PBC on the water main relocation as part of their on-going roadway improvement project on Prairie Road - \$245,000 (**Carryover Project**)
- . Replace/Upgrade our 13 year old MIEX Control Systems (software) and construction upgrade to the Village's 13 year old MIEX Regeneration System at the Main WTP (\$974,594) and the Pratt WTP (\$1,049,621) [Three (3) year construction process - \$4 million over (3) years at both water treatment plants] - \$2,024,215 (**Carryover Project**)
- . Replace Water Well No. 10 (Eastern/Main Wellfield) (\$483,135) and rehabilitate Water Well No. 17 (Eastern/Main Wellfield)

(\$68,000) to ensure long-term supply (future water production needs) of reliable potable drinking water for Village utility customers - \$551,135 (**Carryover Project**)

- . Complete Chlorine Feed improvements at both the Main WTP (\$63,269) and the Pratt WTP (\$63,269) - \$126,538
- . Installation of two (2) fixed generators at Water Wells No. 11 and No. 15 within the Village's eastern/main wellfield (\$514,340), one (1) fixed generator at Wastewater Master Lift Station No. 9 (\$332,185), one (1) emergency generator at the Pratt WTP (\$500,000) and one (1) emergency generator at Wastewater Vacuum Station No. 1 (\$118,566) - \$1,465,121 (**Carryover Project**)
- . Replacement/Rehab of various utility vehicles and equipment to ensure the highest levels of productivity and service to our customers – purchase a replacement sand loader (\$288,386) and purchase one (1) replacement F-250 truck with utility body
- . Continue the rehabilitation of wastewater lift stations throughout the Village's utility service area - \$198,454 (**Carryover Project**)
- . Recondition/Replace potable water and wastewater pumps, pipes and valves to ensure consistent and reliable water delivery, fire protection and wastewater collection services throughout our utility service area - \$234,000
- . Painting both WTP's structures/facilities and aerial pipe crossings - \$75,000
- . Continue working towards implementation of a computerized maintenance management system (CMMS) to leverage our GIS database to more efficiently and effectively manage the tens of thousands of utility and general fund assets worth hundreds of millions of dollars and to contribute to increasing our service levels and provide a better understanding to work that was previously completed (may require the purchase of enhanced asset management and maintenance tracking software in FY 2022)

*Public Service Department - Stormwater Utility:*

- . Complete various stormwater projects included within the approved master plan study to improve community drainage and public safety during significant rain events (Revenues and expenditures are being tracked within a separate enterprise fund – All stormwater-related maintenance and permitting costs have been incorporated within the Village's General Fund):
  - . Carol Road & Rex Avenue Stormwater Improvements – Construction (Master Plan - Project #10) - \$354,411



**(Carryover Project TO #250)**

- . Lakewood Road (East of Kirk Road) Stormwater Improvements – Construction (Master Plan - Project #18) - \$77,000

**(Carryover Project TO #249)**

- . Gulfstream Road (Lake Worth Road to 10<sup>th</sup> Avenue) Stormwater Improvements – Construction (Master Plan – Project #6) - \$360,500 **(Carryover Project TO #277)**
- . Davis Road (Canal Road to 10th Ave) Stormwater Improvements – Engineering & Design (Master Plan - Project #5) - \$163,000
- . Lakewood Road (West of Kirk Road) Stormwater Improvements – Engineering & Design (Master Plan - Project #3) - \$70,500

Capital:

I am recommending the following Capital Improvement expenditures, which totals \$14,413,311 within all funds in FY 2021:

- . \$4,570,507 within the General Fund Budget, which represents 18% of the total General Fund Budget
- . \$8,817,393 within the Water & Sewer Enterprise Fund, which represents 32% of the total Enterprise Fund Budget
- . \$15,000 within the Community Redevelopment Agency Funds, which represents 11% of the total CRA Budget
- . \$1,025,411 within the Stormwater Utility Fund, which represents 100% of the total Stormwater Fund Budget

This proposed funding is an decrease of more than \$2,613,919 from FY 2020 and \$901,901 from FY 2019. I firmly believe that we must continue to fund our vehicles, equipment and infrastructure to ensure that our staff has the appropriate (and safe) tools to provide the highest levels of service, programs, activities and projects that our community expects and deserves.

Further, this year, proposed FY 2021 projects to be funded utilizing the recently approved Infrastructure Surtax (One Cent Sales Tax) are included within our Annual Capital Improvement Plan (CIP) for approval by the Village Council (See projects that are italicized and bolded in CIP). These projects, following Council approval, will then be presented to the Infrastructure Surtax Citizen Oversight Committee, as required, to ensure that all expenditures are completed in accordance with County Ordinance 2016-032

and State Statute Sections 212.055(2), 163.3164, 163.3221 & 189.01.

This funding is available to the Village as a result of 56.63% of the voters of Palm Beach County approving a one-cent infrastructure surtax for capital improvement projects and equipment that were not funded due to the recent economic recession and dramatic decreases in assessed property values over the past decade. The chart below outlines the expected distribution to the Village over a 10-year period to complete various capital improvement projects:

| 1 Year<br>Distribution | 10 Year<br>Distribution | 10 Year<br>Distribution<br>(PBC Projected 3%<br>Revenue Increase) |
|------------------------|-------------------------|-------------------------------------------------------------------|
| \$1,256,754            | \$12,567,545            | \$14,839,500                                                      |

Note: Based on 2015 State of Florida Sales Tax Distribution Formula. Additionally, the approved surtax includes a sunset provision that would stop collection of the sales tax once \$2.7 billion of total revenue is received. Voter approval for this new sales tax increase was approved in November 2016.

In March 2017, the Village began to receive monthly sales tax revenue distributions and, to date, we have collected \$5,629,390 in sales tax funding. As a result, staff developed a list of projects that were approved by the Village Council (May 11, 2017) and presented and approved by our new Infrastructure Surtax Citizen Oversight Committee (June 20, 2017). Each of the projects was confirmed (by the Committee) to ensure that they meet the requirements of the PBC Sales Tax Ordinance as well as state law.

Note: Going forward (and beginning with the FY 2019 budget), proposed sales tax funded projects are included and identified as a sales tax project within our Annual Capital Improvement Plan (CIP), which will be included and approved during our budget process.

Please Note: The State of Florida has recently approved increasing the capitalization threshold from \$1,000 to \$5,000 beginning in FY 2020 – 2021; thus, items that would have been included in Capital Outlay are now included in Operating Supplies (except

within the proposed FY 2021 Budget, a new line item “55216” for IT related items has been added for those expenditures that would have previously been capitalized so we can still identify those purchases and track those items as non-capitalized assets).

Staffing:

The following changes are being requested to the Village’s organizational structure:

- . Convert one (1) Assistant to the Village Manager position to Assistant Village Manager within the Village Manager’s Office to assist with the growing demands of managing all of the Village operations, personnel, projects, programs and activities. Additionally, this position is expected to significantly assist with the economic (re-)development activities within the Village as well as assist in managing the day-to-day activities within the newly established Palm Springs CRA.
- . Addition of one (1) full-time Accountant position within the Finance Department to assist with the growing financial and reporting issues that are being experienced as the Village’s operations continues to grow.
- . Convert one (1) part-time IT Technician position to a full-time IT Support Specialist position within the Information Technology (IT) Department to assist in addressing the Village’s growing need to prioritize our technology services and the security of our computer network and data. This position would be overseen by the IT Operations Manager.
- . Addition of four (4) new Police Officer positions (completed mid-year FY 2020); these positions, which were previously approved in anticipation of the planned annexations within the western boundaries of the Village’s future annexation area (Military Trail area), are recommended to be approved to be immediately hired to assist with enhancing the public safety of the Village. If approved, these positions will be targeted to fill various specialty assignments (i.e., community policing, detective and tactical) to provide improved safety within our community and to reduce the reliance on outside agency assistance.

Note: The PD Chief has ensured that the department will solicit available grant opportunities (i.e., COP Hiring Grant, etc.) to assist the Village with the initial funding of these necessary positions.

- . Addition of one (1) new Digital Evidence Clerk (similar to a Records Clerk position) to support the oversight and customer service required to provide the new body camera program that is being implemented within FY 2020.
- . Addition of one (1) new Emergency Communications Officer Supervisor (completed mid-year FY 2020) to oversee the activities of the Village's communications center and staff, while also serve as a working dispatcher. This position will relieve the Sergeant on road patrol duty from the responsibility of managing the communications center and staff and will enable the Sergeant to be more focused and effective on the road. This position will also provide a succession and leadership opportunity within the department.
- . Convert the previously approved Captain (night supervisor) to a 5<sup>th</sup> Lieutenant position (creating a new team) to serve as the tactical supervisor over the existing traffic team and the proposed tactical unit (both teams will experience an increase in the total number of officers serving to 7 officers along with the community service aide). This change is expected to enable the department to concentrate on specialty areas and will provide our staff with increased opportunities to grow/increase their experience and responsibility while also contributing to the succession planning within the department.
- . Re-title the Office Manager position to Public Service Administrator within the Public Service Department to better reflect the knowledge, experience and workload (i.e., operational, budget, personnel, etc.) that are desired from this position.
- . Continued funding to support the Village's internship program is requested within the FY 2020 budget. This program would provide the Village with an opportunity to bring in individuals that maintain significant potential and knowledge that would assist in taking the Village to the next level and ensure that we continue to meet the needs of our community. Further, development of a formal internship program would enable our departments to train talented students and/or new individuals (without government experience) in Village practices and operations with the potential opportunity of hiring them for full-



time positions. Thus, providing the Village with a training program to develop the next generation of leaders within our organization.

Note: The Village continues to work with Palm Beach State College to bring students in to assist with various office responsibilities. These individuals, previously, have been paid by Palm Beach State College, through a school-provided work study program and/or volunteered their time. This has been an excellent opportunity for the Village to obtain additional assistance in meeting our workload needs as well as to provide a learning opportunity for each of the individuals that were brought into the Village.

Additionally, within previous fiscal year budgets, the Council has provided funding to support the staff increases that would be required due to the anticipation of the planned annexations within the western boundaries of the Village's future annexation area (which will be requested to be expanded), the following proposed positions will not begin to be filled until the voluntary and involuntary annexations are expected to be completed:

- . Addition of one (1) new Code Enforcement Officer to assist with the significant code issues that are evident within the proposed annexation area.
- . The previously approved six (6) new School Crossing Guards to provide safe crossing of intersections during school drop-off and pick-up at Military Trail and Purdy Lane and Military Trail and Forest Hill Boulevard have been removed from this year's budget due to projected revenue decreases; however, it is highly unlikely that these positions will be required to be filled as this proposed annexation is not expected to be completed this fiscal year.

There are no unfunded positions within the General Fund for Fiscal Year 2021.

Training and Education:

Training and education are an area that we have continued as priority within the proposed budget; however, due to the projections from the COVID-19 pandemic, I am reluctantly recommending that we decrease our total training and education by \$6,118. The proposed budget continues to provide significant funding to support training and education to support our greatest resource/asset – our employees. Some of the major areas addressed included: specialized/professional knowledge, ethics, supervisory and management, employee safety, software, cyber security (IT), customer service, communications and health & wellness.

Additionally, we are requesting continued funding to continue support for a new Leadership Academy, which will be a multi-week training program, in partnership with a local university (and possibly one of our larger, sister cities in PBC), that will give our staff who are serving in supervisory and management positions (as well as those preparing for succession planning) a consistent understanding (across all of our departments) about the type of customer service that is expected of all employees as well as an understanding of the Village's expectations on how to best serve in the manager/supervisor role. This new program is expected to also include: information regarding various communication styles that are needed to interact with the public and our staff; an understanding of the staff's personal goals and how to meet their needs, which results in higher work productivity and their desire to remain with the Village; the need to coach and support our staff; an understanding of the Council-Manager form of government and the organizational structure that we currently work under; ensuring a firm understanding of the Village's budget and our financial process; the various legal issues that we are required to uphold; the ability to identify succession planning opportunities as well as other aspects of the HR process (i.e., hiring, evaluations, dealing with different personalities, discipline, promotion, etc.).

Note: Within the proposed FY 2021 Budget, the PD Chief is planning to send another sworn officer position (e.g., Lieutenant) to attend the prestigious Southern Police Institute's (SPI) Command Officers Development course (which was completed previously by our PD Chief and our Assistant Chief and Captain – Patrol). This four (4) month leadership and education program (total of ten weeks) provides enhanced administration training that results in increased professionalism within our Police department and contributes to a safer community.

Salaries:

Our employees are our most valuable asset we have, and they continue to serve as ambassadors for the Village. We are continuing to work to ensure that the Village promotes innovative practices, tools and resources, training and other programs that result in a positive work environment at all levels of the organization. As a result, I am recommending a 3% Across the Board increase and a tiered MERIT increase for all employees (2% based on a pre-determined evaluation score to provide an incentive to serve at the highest levels possible).

Please Note: At this time the Village is engaged in negotiating with the Service Employees International Union (SEIU). The Village has made an initial proposal (See above) for FY 2021 and it is being considered by the union. The union may present an alternative to our initial offer that may work for both parties. As a result, I would request the opportunity to amend the Village's initial proposal to ensure a positive outcome with our new contract discussions.

It should be further noted that the Village had previously agreed to a revised (or new) 3-year contract with the Police Benevolent Association (PBA) in FY 2019, which included the above recommended salary increase for FY 2021.

Currently, the proposed budget includes funding to support the above stated pay increase for all employees that are eligible and are not topped out within their pay grade. Those who are topped out would only be eligible for the proposed Across the Board increase.

Note: It is important that we continue to offer earning opportunities for our staff while also providing the Village with the opportunity to retain our excellent staff members. As a result, we must continue to ensure that we are competitive with our salaries and are continuing to provide an excellent place to work for all of our employees.

As a result, I am requesting the ability to continue negotiating with the SEIU union on the discussed new contractual pay issues to provide for an across the board increase. All changes would be brought back to the Village Council.

### Annual Sanitation Collection Costs:

The proposed fees for sanitation collection services are proposed to remain constant for a 5<sup>th</sup> year in a row despite the contractor's request to increase the cost to the Village in accordance with the approved contract – minimum of 3% or CPI (whichever is more) per year. This year the hauler has increased the cost to the Village by 3%; thus, the administrative margin that will be received by the Village to offset staff costs has been reduced. The proposed garbage, trash and recyclables collection services costs for single family, multi-family and mobile home properties for Fiscal Year 2020 are as follows:

|                     |          |
|---------------------|----------|
| Single Family Homes | \$151.20 |
| Multi-Family Homes  | \$ 94.50 |
| Mobile Homes        | \$ 94.50 |

Note: Residential garbage rates were increased four years ago (2015) for the 1st time in seven (7) years in an effort to assist with the reduced administrative margin to offset staff costs. Due to a continued decreasing margin (as a result of the Village's hauler increasing annual costs at the 3% rate), a rate increase may be needed to be proposed within next year's budget (FY 2022).

Note: The existing hauling/collection contract with Waste Pro of Florida will expire on March 31, 2022; thus, the Public Service Department will begin the process to prepare to go to bid to select a new hauler to provide all residential, commercial and commercial and demolition (C&D) collection (i.e., solid waste, recycling, bulk and vegetation) and billing services. Additionally, the proposed new agreement, is expected to include, but not limited to, ensuring that the hauler will operate under approved financial terms [i.e., better define rate/prince increases for the vendor (e.g., CPI or pre-determined rate, whichever is lower), implement performance measures and penalties, ensure no assignment and/or sale of the Agreement without written consent from the Village, etc.], maintaining existing routes and/or pick-up schedule that the Village's residential and commercial customers receive today, continue to maintain, repair, replace, store and purchase all containers and dumpsters, provide the Village with residential, commercial and C&D collection data on a monthly basis to verify/audit vendor fees and collections as well as payments to the



Village, maintain a presence within the Village and participate in Village events and programs/events, develop and provide annual mailed and electronic public notices/information to all customers, as well as to continue to provide customer service and billing data to the Village.

Drainage & Stormwater Fee:

The proposed budget includes the new stormwater management fee (with no proposed change) that was approved last year to assist in mitigating problems caused by excess stormwater runoff (i.e., flooding) within the Village. The proposed fee is not planned to be changed during FY 2021 and continues to provide a funding mechanism for the construction and maintenance of needed stormwater management facilities. All fees collected would be used for stormwater management expenditures within the Village. These fees, as recommended within the Engineer's Stormwater Study for Justification of Interim Fees," and are currently collected as an annual non ad-valorem assessment to support our stormwater issues within the Village are as follows:

|                                          | Monthly Rate | Annual Rate |
|------------------------------------------|--------------|-------------|
| Single Family Residential & Condominiums | \$4          | \$48        |
| Multifamily                              | \$4          | \$48        |
| Commercial (under 2 ESU's)               | \$4          | \$48        |
| Commercial (2 to 4.99 ESU's)             | \$8          | \$96        |
| Commercial (5 to 9.99 ESU's)             | \$15         | \$180       |
| Commercial (10 ESU's and above           | \$20         | \$240       |

The Village initially created a stormwater utility (Ordinance No. 2015-43) and established interim non ad-valorem assessment rates (Resolution No. 2015-90) for stormwater management services with collections beginning on October 1, 2016. The interim stormwater management assessments were established utilizing the uniform method for collection and funding the Village's stormwater management services and projects in July 2016 (Resolution No. 2016-51). Thus, assessments were defined/provided

for all parcels within the incorporated municipal boundaries of the Village of Palm Springs at that time (as well as all parcels subsequently annexed into the Village) and were included on the 2017 property tax bills issued to property owners in November (similar to the Village's charges for solid waste collection costs) and are collected by the Palm Beach County Tax Collector (payable at the same time as all other annual property taxes and assessments).

However, since the Stormwater Utility was implemented, the Village completed a Stormwater System Evaluation & Improvement Plan ("Stormwater Master Plan"), which identified 25 areas of concern within the Village and identified several infrastructure projects that (if implemented and constructed) would help manage and improve our existing drainage problems as well as to ensure safe streets during (and following) a heavy rainfall or serious storm (i.e., hurricane, tropical storm, etc.).

As a result, the Village Council approved new assessment/rates (Resolution No. 2019-22 - July 25, 2019) and are applied/determined based on an equivalent stormwater unit (ESU) basis (rather than on an acreage basis for commercial properties) based on each applicable parcel's classification and total impervious area attributed to that parcel. One commercial ESU is equivalent to 2,700 square feet of impervious area. These fees are expected to remain constant for approximately the next two (2) years. The projected total annual assessment for FY 2021 is expected to be \$550,296 (96% of total assessment - \$528,284 - will be included within the FY 2021 revenue budget).

Note: Since the inception of the Village's Stormwater Utility, eight (8) capital improvement projects (which are included within the Master Plan) are either completed, currently under design and/or under construction (Total expected project costs over \$1,134,000). Further, the Village has completed repairs and maintenance on Village stormwater ditches, piping and catch basins to improve stormwater flow/drainage and retention while also ensuring that we are meeting annual state testing requirements. Funding for these projects, as well as improved maintenance of our Stormwater system within the Village, is being provided directly from the fees that were established in 2016.

#### Water & Wastewater Rates:

The proposed budget provides that utility rates for all customers remained constant throughout the past fiscal year (FY 2020). A new utility rate study has been completed and is expected to be presented to the Village Council for consideration and approval in October/November 2020 to determine a proposed fee change for future fiscal years (a 1% to 4% increase is expected to be recommended for consideration by the Council during the Budget Workshop on August 20, 2020).

#### Economic (Re-)Development:

Finally, I am proposing to continue funding (\$100,000) the Village's successful Property Improvement Program (PIP) re-development matching grants that will assist with the redevelopment of residential and commercial areas within our community. This matching grant provides eligible applicants with funding of up to \$5,000 to make building related improvements that would improve neighborhood aesthetics and/or business opportunities, reduce code enforcement and policing issues, increase taxable values and contribute to Village pride and "buy-in".

#### Palm Springs Community Redevelopment Agency (CRA):

On September 16, 2019, the Palm Beach County Board of County Commissioners adopted Resolution No. R2019-1463 delegating the exercise of powers conferred by Chapter 163, Part III, Florida Statutes, "The Community Redevelopment Act of 1969" to the Village Council of the Village of Palm Springs, with the conditions outlined in the Interlocal Agreement.

Note: This was the Village's 2<sup>nd</sup> request to the County to create a CRA. The PBC Board of County Commissioners considered this request on August 20, 2019 and voted 4 to 3 to direct staff to negotiate an agreement with the Village to establish a partnership prior to final consideration on September 3, 2019. The County did not approve the Village's initial request in 2018 – 3 votes for and 4 votes against.

As a result, the Village Council established the Palm Springs CRA (Ordinance 2019-19 - November 14, 2019) with two (2) separate districts - Congress Avenue District (generally north of Forest Hill Boulevard to Summit Boulevard) and the Lake Worth Road

District (E-4 Canal west to Military Trail) - and amended the Village Code of Ordinances to create a new Chapter 35 entitled "Community Redevelopment Agency" to accomplish the following:

- . Establish the Palm Springs Community Redevelopment Agency as a dependent special district
- . Incorporate the CRA Finding of Necessity reports (Resolution No. 2019-09)
- . Authorizes the CRA to exercise powers and allowances provided by Chapter 163, Part III, F.S.
- . Designated the Village Council plus two (2) members of a CRA District, for a total of seven (7) CRA Board Members, to serve as the Palm Springs CRA Board Identifies the Village Council Mayor and Vice Mayor to serve as the Chair and Vice Chair of the Palm Springs CRA
- . Established a quorum for conducting CRA business
- . Designated various Village staff to assist in operating the Palm Springs CRA
- . Provided for proper receipt of revenues/funding, budget approval, financial disclosure, noticing and reporting requirements

As a result, the Village Council further established the CRA Trust Fund, which is the depository for all Tax Increment Financing (TIF) revenues/dollars received by a CRA. Prior to receiving and/or spending any TIF funding, the governing body (Village Council) was required to create a Redevelopment Trust Fund for the CRA. The Redevelopment Trust Fund will be a major fund in the Village's annual budget and will be audited within the Village's comprehensive annual financial report (CAFR).

Although the Palm Springs CRA will have a single redevelopment trust fund, the accounting for each of the two (2) Districts will be contained within separate internal accounts (one for each district), in keeping with the CRA "best practices" advice from the Florida Redevelopment Association (FRA). All tax increment revenues from each district will be deposited into the respective account to be spent on capital projects, programs and activities within that district.

Finally, the Village Council approved initial Community Redevelopment Plan for the Palm Springs Community Redevelopment Agency (CRA) (Resolution No. 2019-40 – December 3, 2019) pursuant to Chapter 163.360(4), Florida Statutes. The Community Redevelopment Plan serves as the blueprint for all activities undertaken by the CRA. Thus, it is desirable to have a comprehensive



redevelopment strategy that includes all projects and programs that the CRA desires.

Note: The approved Community Redevelopment Plan is not a "cost feasible" plan rather it is a "desires" plan. If a project and/or activity is not contained within the plan, it cannot be undertaken by the CRA.

The Palm Springs Community Redevelopment Plan relates only to the newly created CRA area (the Congress Avenue and Lake Worth Road districts), and therefore should only include programs or projects that are located within a district. Capital projects scheduled on a governmental capital improvement plan cannot be undertaken by a CRA.

At a minimum (in accordance with state law), a Community Redevelopment Plan must include the following:

- . Legal description of CRA boundaries
- . Summary of land uses within the CRA, including number of dwelling units and amount of open space
- . Graphics depicting the street network and land uses Neighborhood impact element
- . Identification of any capital projects to be undertaken by the CRA (including projected costs)
- . Activities to be undertaken by the CRA (i.e., land acquisition, demolition and removal of structures, redevelopment or rehabilitation, comprehensive plan or zoning changes - including density changes or building requirements, etc.)
- . Provision for affordable housing in the area Safeguards for carrying out the plan (i.e., a work plan)
- . If property is to be acquired, provide for governmental covenants or restrictions on property sold or leased

The Community Redevelopment Plan is (and must be) consistent with the Village's Comprehensive Plan and it may specify comprehensive plan amendments to be undertaken to promote redevelopment.

This initial Palm Springs CRA Community Redevelopment Plan was drafted to meet minimum statutory requirements (Chapter 163.362, Florida Statutes), based on Village Council and community input received over the past 3 years and the two (2) Findings of Necessity Reports that have previously been completed. However, staff is currently reviewing proposals from

planning/redevelopment professional(s) and is expected to recommend a firm(s) to be considered by the CRA Board and the Village Council to further engage the public about the future of the CRA, assist in developing the future direction and prioritization of identified long-term redevelopment strategies and recommend modifications to the plan, which are expected to be developed based on economic and market analyses.

Note: The Palm Springs CRA Community Redevelopment Plan may be modified at any time, following the same procedures as required statutorily for adoption of the original plan. However, the Plan should be (and is planned to be) evaluated and updated at least every 7 years (1-year after adoption of the Evaluation and Appraisal Report of the Village Comprehensive Plan).

The Interlocal Agreement between the Village and Palm Beach County Commission in September 2019 established that the County's contribution is exempt from future payments to the Redevelopment Trust Fund once a total payment of tax increment reaches \$28 million. Further, the approved Agreement provides that the County tax increment shall be calculated using the same Village operating millage rate even if the County millage rate exceeds the Village millage rate.

The annual payment of tax increment funds to the CRA will be made in accordance with state statute and are calculated utilizing the base property values (or baseline year) as of January 1, 2019 (which was agreed upon by the County and the Village within the approved Interlocal Agreement). Further, and pursuant to Florida Statutes, the Palm Springs CRA, at request of the Village, the County Commission provided that the Palm Springs CRA may extend for a time period not to exceed 30 years with no extensions (The Village Council approved the Interlocal Agreement on August 29, 2019).

As a result, the proposed initial, FY 2021 Budget for the Palm Springs Community Redevelopment Agency (CRA) is expected to receive the following revenues:

Palm Beach County – FY 2021 TIF Contribution:       \$68,581

Village of Palm Springs – FY 2021 TIF Contribution:   \$68,581

Note: As a result of negotiating a base year (within the approved Interlocal Agreement with PBC) to be the beginning of 2019 (rather than at the end of 2019 or the beginning of 2020), the Palm Springs CRA is expected to receive \$2.1 million over the 30 year term of the CRA.

### **Conclusion:**

The proposed Fiscal Year 2021 budget represents a continued commitment to providing a clean and safe community in a fiscally responsible manner. The budget, as presented, represents the fundamental operating tool used to guide Village operations throughout the upcoming year.

As can be expected, this year's budget had its challenges. However, due to realistic budget requests from our departments (in an effort to meet the Village's desire to deliver the highest levels of services available) and continued implementation of the Village's Capital Improvement Plan (CIP), we were able to provide you with a balanced budget that will assist in meeting our goals and ensure that the Village remains a great place to live, work and play.

Further, I want to thank each of the Departments for critically looking at their budget proposals and evaluating each line within their operating and capital budgets. As a result of their commitment and efforts, we are able to present the Village Council with a balanced budget (with the use of reserve funding for only one-time large capital needs and one-time planning consulting services). This ongoing change in (budgeting) culture will continue to enable the departments to operate throughout the year with planned funding while presenting the public with an accurate picture of the funding needed to support the operations of the Village.

I want to personally thank Rebecca Morse, Finance Director, Mariana Ortega-Sanchez, Assistant Finance Director and the Finance Department's staff for the overall coordination and preparation of this FY 2021 Budget. Becky faced a number of obstacles during this year's budget process and I am grateful for all of her efforts to ensure that we are proposing a budget that meets our goal of remaining financial conservative while also providing funding to our departments that ensures that we are also financially

sustainable for the long-term.

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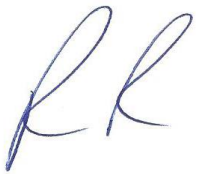
I would like to personally thank all of the Village's staff, including Ashley Saingilus, Janette Piedra, Kim Wynn, Jane Worth and Karen Quintero for their continued assistance and support this past year. Our staff, throughout the Village, continues to provide the highest levels of service while always considering ways to reduce our costs. We have extremely dedicated and cost-conscious staff, which has contributed to the overall success of our organization.

Additionally, I would like to thank each of the Department Directors for all of their hard work this year. I value their professionalism, experience and dedication that they offer to the Village. Our neighboring communities look upon the Village favorably and our leadership is a major reason.

Further, I would like to acknowledge each member of the Council for your continuous professionalism, respect for the Village as a whole, collective guidance/decision-making and support for staff. Your efforts have served as the foundation for the success of the organization and have contributed to the Village being "A Great Place to Call Home".

Thank you for the opportunity to serve as the Village Manager for the Village of Palm Springs. I am truly honored to serve in this capacity.

Respectfully Submitted,

A handwritten signature in blue ink, consisting of the letters 'R' and 'R' joined together in a stylized, cursive manner.

Richard J. Reade  
Village Manager



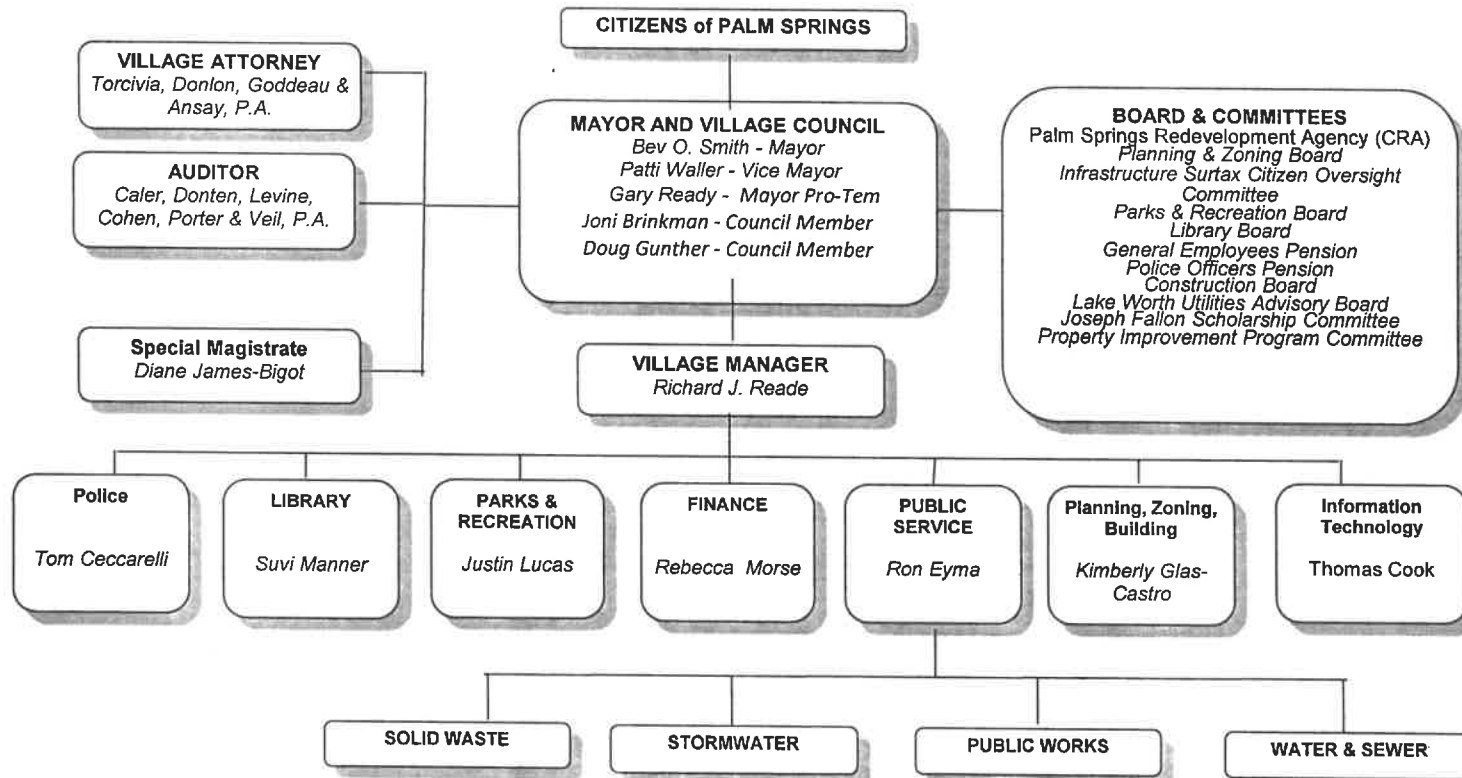
**PROPOSED BUDGET  
VILLAGE OF PALM SPRINGS - FISCAL YEAR 2020 - 2021**

**THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE VILLAGE OF PALM SPRINGS  
ARE 2.7% LESS THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.**

| <b>ESTIMATED REVENUES:</b>                                                     | <b>MILLAGE<br/>PER \$1,000</b> | <b>GENERAL<br/>FUND</b> | <b>PALM<br/>SPRINGS<br/>CRA</b> | <b>DEBT<br/>SERVICE<br/>FUND</b> | <b>WATER<br/>&amp; SEWER<br/>ENTERPRISE<br/>FUND</b> | <b>STORMWATER<br/>UTILITY<br/>ENTERPRISE<br/>FUND</b> | <b>TOTAL<br/>VILLAGE<br/>BUDGET</b> |
|--------------------------------------------------------------------------------|--------------------------------|-------------------------|---------------------------------|----------------------------------|------------------------------------------------------|-------------------------------------------------------|-------------------------------------|
| Taxes:                                                                         |                                |                         |                                 |                                  |                                                      |                                                       |                                     |
| <b>Ad Valorem Taxes</b>                                                        | <b>3.5000</b>                  | \$4,838,338             | \$68,581                        |                                  |                                                      |                                                       | \$4,906,919                         |
| <b>Voted Debt Service Ad Valorem Tax</b>                                       | <b>0.3104</b>                  |                         |                                 | \$429,335                        |                                                      |                                                       | \$429,335                           |
| Sales and Use Taxes                                                            |                                | \$1,864,272             |                                 |                                  |                                                      |                                                       | \$1,864,272                         |
| Utility Service Taxes                                                          |                                | \$2,752,429             |                                 |                                  |                                                      |                                                       | \$2,752,429                         |
| Local Business Taxes                                                           |                                | \$387,200               |                                 |                                  |                                                      |                                                       | \$387,200                           |
| Permits and Fees                                                               |                                | \$2,358,291             |                                 |                                  |                                                      |                                                       | \$2,358,291                         |
| Intergovernmental Revenues                                                     |                                | \$3,017,295             |                                 |                                  |                                                      |                                                       | \$3,017,295                         |
| Charges for Services                                                           |                                | \$2,476,835             |                                 |                                  | \$21,559,916                                         | \$528,284                                             | \$24,565,035                        |
| Fines and Forfeitures                                                          |                                | \$251,300               |                                 |                                  | \$414,000                                            |                                                       | \$665,300                           |
| Miscellaneous Revenues                                                         |                                | \$411,700               |                                 |                                  | \$241,200                                            |                                                       | \$652,900                           |
| <b>TOTAL SOURCES</b>                                                           |                                | <b>\$18,357,660</b>     | <b>\$68,581</b>                 | <b>\$429,335</b>                 | <b>\$22,215,116</b>                                  | <b>\$528,284</b>                                      | <b>\$41,598,976</b>                 |
| Transfers In                                                                   |                                | \$2,649,152             | \$68,581                        |                                  |                                                      |                                                       | \$2,717,733                         |
| Fund Balances/Reserves/Net Assets                                              |                                | \$4,362,175             |                                 |                                  | \$5,692,524                                          | \$497,127                                             | \$10,551,826                        |
| <b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>                                |                                | <b>\$25,368,987</b>     | <b>\$137,162</b>                | <b>\$429,335</b>                 | <b>\$27,907,640</b>                                  | <b>\$1,025,411</b>                                    | <b>\$54,868,535</b>                 |
| <b>EXPENDITURES/EXPENSES:</b>                                                  |                                |                         |                                 |                                  |                                                      |                                                       |                                     |
| Legislative                                                                    |                                | \$529,273               |                                 |                                  |                                                      |                                                       | \$529,273                           |
| Executive                                                                      |                                | \$1,041,948             |                                 |                                  |                                                      |                                                       | \$1,041,948                         |
| Finance                                                                        |                                | \$773,951               |                                 |                                  |                                                      |                                                       | \$773,951                           |
| Legal                                                                          |                                | \$200,000               |                                 |                                  |                                                      |                                                       | \$200,000                           |
| Information Technology                                                         |                                | \$1,116,227             |                                 |                                  |                                                      |                                                       | \$1,116,227                         |
| General Government                                                             |                                | \$1,027,206             |                                 |                                  |                                                      |                                                       | \$1,027,206                         |
| Planning, Zoning & Building                                                    |                                | \$1,994,549             |                                 |                                  |                                                      |                                                       | \$1,994,549                         |
| Law Enforcement                                                                |                                | \$11,049,621            |                                 |                                  |                                                      |                                                       | \$11,049,621                        |
| Sanitation                                                                     |                                | \$1,317,180             |                                 |                                  |                                                      |                                                       | \$1,317,180                         |
| Water and Sewer Utility                                                        |                                |                         |                                 |                                  | \$24,982,612                                         |                                                       | \$24,982,612                        |
| Stormwater Utility                                                             |                                |                         |                                 |                                  |                                                      | \$1,025,411                                           | \$1,025,411                         |
| Public Works                                                                   |                                | \$2,927,428             |                                 |                                  |                                                      |                                                       | \$2,927,428                         |
| Community Redevelopment Agency                                                 |                                |                         | \$137,162                       |                                  |                                                      |                                                       | \$137,162                           |
| Library                                                                        |                                | \$882,111               |                                 |                                  |                                                      |                                                       | \$882,111                           |
| Parks and Recreation                                                           |                                | \$2,368,658             |                                 |                                  |                                                      |                                                       | \$2,368,658                         |
| Special Events                                                                 |                                | \$72,254                |                                 |                                  |                                                      |                                                       | \$72,254                            |
| Debt Service                                                                   |                                |                         |                                 | \$429,335                        | \$275,876                                            |                                                       | \$705,211                           |
| <b>TOTAL EXPENDITURES/EXPENSES</b>                                             |                                | <b>\$25,300,406</b>     | <b>\$137,162</b>                | <b>\$429,335</b>                 | <b>\$25,258,488</b>                                  | <b>\$1,025,411</b>                                    | <b>\$52,150,802</b>                 |
| Transfers Out                                                                  |                                | \$68,581                |                                 |                                  | \$2,649,152                                          |                                                       | \$2,717,733                         |
| Fund Balances/Reserves/Net Assets                                              |                                |                         |                                 |                                  |                                                      |                                                       |                                     |
| <b>TOTAL APPROPRIATED EXPENDITURES,<br/>TRANSFERS, RESERVES &amp; BALANCES</b> |                                | <b>\$25,368,987</b>     | <b>\$137,162</b>                | <b>\$429,335</b>                 | <b>\$27,907,640</b>                                  | <b>\$1,025,411</b>                                    | <b>\$54,868,535</b>                 |

The tentative, adopted and/or final budgets are on file in the office of the above mentioned taxing authority as a public record.

# VILLAGE OF PALM SPRINGS, FLORIDA ORGANIZATIONAL CHART





# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Administration

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**ITEM 9.5:** Ordinance No. 2020-27 - Village of Palm Springs General Employees Pension Fund (*SECOND READING*)

**SUMMARY:**

The Village Council is requested to consider various amendments to the Village's General Employee Pension Fund Board:

1. Appoint the Village Manager or the Manager's designee to the General Employee Pension Fund as a Trustee
2. Enables the 5th Member Trustee to be either a resident or person engaged in business within the Village. This appointment would require approval by the Village Council and would provide preference to those candidates who maintain significant educational or experiential qualifications in the field of pension, tax, finance or other closely related field.

Note: This proposed language/requirement is similar to the language approved for the recently approved Palm Springs CRA to ensure that a wider range of applicants were available to participate. Further, this member would not be eligible to serve if they are a current or former Village employee or such a person's spouse, parent, child, or sibling or a present or designated beneficiary of the Fund.

3. The Plan Chairperson would be required to approve the Plan's meeting agendas prior to distribution to the Board and the agenda and all supporting materials shall be distributed to all Board members at least one week before the meeting.
4. The Village would have a right of intervention as a Party and to have and exercise all rights of a Party, including, but not limited to, the right of judicial review, if ever necessary.

The proposed ordinance was prepared by the Village's Pension Attorney and reviewed by the Village Attorney.

Note: The recommended changes to the Village's General Employee Pension Fund Board were previously approved within Ordinance No. 2020-10 (1st Reading - June 11, 2020 and 2nd Reading - July 9, 2020). However, there were concerns with regards to meeting the conditions of Village Code (timely submission of the Agenda to the Village Council and the public) by a member of the public during both readings of the approved Ordinance. The Village Attorney had previously issued an opinion that Ordinance No. 2020-10 was properly adopted in accordance with the Village Code. As a result and "out of an abundance of caution," the Attorney is recommending that this Ordinance - new Ordinance No. 2020-27 - be reconsidered for re-adoption by the Village Council.

The proposed ordinance was approved by the Village Council on August 20, 2020, and is being presented for consideration on 2nd and final reading.

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The below Notes were included in the Village Council Agenda Executive Briefs for both readings of the approved Ordinance No. 2020-10 and they are relevant to the re-consideration of the new Ordinance No. 2020-27:

Note: The Village has made a formal request (E-mail sent on June 5, 2020) to the General Employee Pension Fund's Plan Administrator to forward the proposed ordinance to the Plan's actuary to review and provide the Village and the General Employee Pension Fund's Board with an Actuarial Impact Statement (AIS), which provides whether the proposed changes outlined within the proposed ordinance will have any impact on the funded status of the plan. Following the 1st Reading of the approved Ordinance No. 2020-10, the Plan Administrator received and provided the Village with the Plan Actuary's AIS, which provided a "statement of no impact with regards to the attached proposed ordinance" (See Attached).

Note: Additionally, the Village requested (E-mail sent on June 18, 2020) that the Plan Administrator provide the proposed ordinance and Actuarial Impact Statement to the State of Florida - Division of Retirement prior to 2nd reading of the approved Ordinance No. 2020-10. The General Employee Pension Fund's Plan Administrator (E-mail sent on June 18, 2020) did forward the ordinance to the state and we received notification/acknowledgement that the state received these documents. Additionally, following the 1st Reading of the proposed Ordinance No. 2020-27, the Plan Administrator submitted the proposed ordinance and Plan Actuary's Actuarial Impact Statement to the State of Florida - Division of Retirement prior to 2nd reading (August 25, 2020)(See Attached).

Note: Finally, the Village's Pension Attorney provided the Plan's Administrator with a revised ordinance following 1st reading of the approved Ordinance No. 2020-10 that only removed language that was not proposed to be changed (Section 12 - Powers and Duties of Trustees). This section included new language related to proposed requirements that the Board follow the Village's Purchasing Code; however, this requested new language was ultimately removed



from the proposed ordinance prior to 1st reading of the approved Ordinance No. 2020-10 by the Village Council at the request of the Plan's Attorney. Thus, the remaining language was the original language for the original ordinance and was not being proposed to be changed; thus, it was determined by our Pension Attorney to be unnecessary and it was removed from the approved ordinance as it had no impact on the proposed ordinance (without the proposed new language that was removed) (See Attached).

**FISCAL IMPACT:**

The proposed ordinance does not have a direct fiscal impact to the Village.

**ATTACHMENTS:**

Village Attorney Letter - Request to Reconsider Pension Ordinance No. 2020-10 - August 2020

Village Attorney Opinion - Pension Ordinance Properly Added to Agenda - June 2020

Proposed Ordinance No. 2020-27 General Employees Pension Plan Board Composition

Approved Ordinances No. 2020-10 - General Employee Pension (Board Composition) (Final Version)

E-mail from Plan's Attorney Regarding Approved Ordinance No. 2020-10 - June 2020

Previous Version (Prior to the Review by the Plan's Attorney) - Approved Ordinance No. 2020-10 - General Employee Pension (Board Composition)

E-mail from Pension Attorney - Removing Unchanged Procurement Language from Approved Ordinance No. 2020-10 (Following 1st Reading)

Final Actuarial Impact Statement - Freiman Little Actuaries

E-mail Requesting an Actuarial Impact Statement Regarding Ordinance No. 2020-10 - Sent to the Plan's Pension Administrator - June 2020

Approved Ordinance No. 2020-10 - General Employee Pension (Board Composition) - LW Herald Advertisement

E-mail Confirming Proposed Ordinance No. 2020-27 & Actuarial Impact Statement were Submitted to the State of Florida

E-mail Confirming Approved Ordinance No. 2020-10 has been Received by the State of Florida

E-mail Requesting Approved Ordinance No. 2020-10 & Actuarial Impact Statement be Submitted to the State of Florida

Approved Ordinance No. 2020-27 - General Employee Pension (Board Composition) - Palm Beach Post Advertisement

**TORCIVIA, DONLON  
& GODDEAU, P.A.**

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R. Brian Shutt\*  
Pamala H. Ryan\*  
Matthew L. Ransdell

\*FLORIDA BAR BOARD CERTIFIED  
CITY COUNTY AND LOCAL GOVERNMENT ATTORNEY

August 13, 2020

Mayor Smith and Village Council Members  
Village of Palm Springs  
226 Cypress Lane  
Palm Springs, FL 33461

Re: Ordinance 2020-10

Dear Mayor and Council Members,

As you are aware, the Village Council previously approved Ordinance 2020-10 (relating to the Pension Board), with first reading on June 11, 2020 and second reading on July 9, 2020. I have previously issued an opinion that Ordinance 2020-10 was properly adopted. A citizen has questioned the validity of the enactment of said Ordinance. Out of an abundance of caution, I am suggesting that the Village Council again consider re-adopting this Ordinance.

If you have any questions regarding the above, please feel free to contact me.

Sincerely,



GLEN J. TORCIVIA, ESQUIRE  
GJT/ak

Enclosures

cc: Rich Reade, Village Manager  
Kimberly Wynn, Clerk

## Richard J. Reade

---

**From:** Glen Torcivia <glen@torcivialaw.com>  
**Sent:** Tuesday, June 23, 2020 2:56 PM  
**To:** Richard J. Reade  
**Subject:** Agenda Items

**CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and are confident the content is safe.**

Rich,

As we discussed, and as I advised at the June 11, 2020 Village Council meeting, the first reading of the pension ordinance (Ordinance 2020-10) was legally sufficient. A resident expressed concerns that the final version of the agenda item was not available 32 business hours before the meeting, allegedly not in accordance with the Village Code Section 2-52. However, the agenda item itself was noticed and submitted more than 32 Business hours in advance of the meeting. The Village clerk is then required to furnish the Village Council, "with a copy of the list prior to the Village Council meeting." The "list" is commonly referred to as the "agenda". The list/agenda was submitted to Council in a timely manner.

There is no requirement that the initial agenda item remain unchanged. As you are aware, agenda Items are frequently revised prior to, and sometimes during, a Council Meeting. The Sunshine Law allows an agenda (or any items on an agenda) to be modified, amended, added to or deleted at any time up to, and even during, the meeting itself.

Glen J. Torcivia, Esquire  
TORCIVIA, DONLON,  
GODDEAU & ANSAY, P.A.

Northpoint Corporate Center  
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THE INFORMATION CONTAINED IN THIS TRANSMISSION IS ATTORNEY PRIVILEGED AND CONFIDENTIAL. IT IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY NAMED ABOVE. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY US IMMEDIATELY BY TELEPHONE COLLECT AND RETURN THE ORIGINAL MESSAGE TO US AT THE ABOVE ADDRESS VIA THE U.S. POSTAL SERVICE. WE WILL REIMBURSE YOU FOR YOUR EXPENSES. THANK YOU.

ORDINANCE NO. 2020-27

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING SECTION 8 OF ORDINANCE NO. 2017-26, ADOPTED OCTOBER 12, 2017; AMENDING SECTION 8 PROVIDING FOR THE COMPOSITION OF THE BOARD OF TRUSTEES; PROVIDING FOR THE DUTIES OF CERTAIN OFFICERS AND OF THE BOARD OF TRUSTEES GENERALLY; PROVIDING FOR CERTAIN HEARING PROCEDURES; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Village Council desires to modify the composition of the Board of Trustees of the Village of Palm Springs General Employees Pension Fund;

**WHEREAS**, the Village Council has previously approved Ordinance 2020-10, with first reading on June 11, 2020 and second reading on July 9, 2020;

**WHEREAS**, the City Attorney has previously issued an opinion that the Ordinance 2020-10 was properly adopted;

**WHEREAS**, a citizen questioned the validity of the enactment of said Ordinance; and

**WHEREAS**, out of the abundance of caution, the Village Council will again consider this Ordinance;

**NOW, THEREFORE, IT IS ORDAINED** by the Village Council of the Village of Palm Springs, Florida:

**Section 1.** Section 8 of Ordinance No. 2017-26 is amended to read as follows:

**Section 8.** **Creation of the Board of Trustees.**

The trustee of such fund shall consist of five (5) members, who shall be selected as follows:

a. One member shall consist of an elected Village Council Member, appointed by a majority vote of the Council, to serve at the pleasure of the Council,



so long as said Member shall remain a Member of the Village Council, as an ex-officio duty.

b. ~~The Finance Director of the Village, who shall serve as long as he/she shall continue to hold such position, and upon vacancy in the position, the successor Finance Director shall succeed to the position of Member of the Board.~~ One member shall be the Village Manager, who will serve as long as he or she remains Manager. Subject to Council approval, the Village Manager may appoint a designee, who will serve at the pleasure of the Manager.

c. Two active Employee Participants elected by a majority of the voting active Employee pension plan Participants, to serve for a period of four (4) years, or until such member leaves the Village's full time employment or resigns from the Board, whereupon an election shall be held to fill an unexpired term. An Employee so elected may succeed himself/herself in office.

d. A resident of the Village or person engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the boundaries of the Village. ~~(not connected with the Municipal Government), elected~~ Such person shall be nominated by a majority of the other four (4) Board Members and subject to approval by vote of the Village Council. This member shall serve for a period of four (4) years, or until such time as he/she terminates residency within the Village or ceases to be engaged in business within the boundaries of the Village, at which time a successor shall be ~~selected~~ nominated by the majority of the remaining Board Members and approved by vote of the Village Council. Preference shall be given to a candidate who can demonstrate to the satisfaction of the Board that he or she possesses significant educational or experiential qualifications in the field of pension, tax, finance, or other closely related field. This member may succeed himself/herself in office. This member shall not be a current or former Village employee; or such a person's spouse, parent, child, or sibling; or a present or designated beneficiary of the Fund.

**Section 2.** Section 9 of Ordinance No. 2017-26 is amended to read as follows:

Section 9. Officers of Pension Board.

The five (5) Board Members shall elect a Chairperson, Vice-Chairperson, and a Secretary. The Chairperson shall preside at all the meetings of the Board, ~~and the~~ and shall approve the agenda prior to distribution to the Board. The agenda and all supporting

materials shall be distributed to all Board members at least one week before the meeting. The Vice-Chairperson shall perform the duties of the Chairperson in the Chairperson's absence. The Secretary shall keep a complete minute book of the proceedings of the Board. The Board may retain the services of an Administrator to prepare and retain custody of the minutes on behalf of the Secretary.

**Section 3.** Section 25 of Ordinance No. 2017-26 is amended to read as follows:

**Section 25.**      **Hearing Procedures.**

a. The Chairperson shall preside over the hearing and shall with the advice of legal counsel, rule on all evidentiary and other legal questions that arise during the hearing.

b. Either party, the claimant or the Board, may file pleadings within the time limits set herein. Procedural motions are to be determined by the Chairperson of the Board at any time. All parties are to furnish copies of all pleadings to the opposing parties and exchange lists with names and addresses of witnesses expected to be called to testify at the hearing, as well as the list of exhibits that are intended to be introduced, at least forty-five (45) days prior to the hearing. Testimony of witnesses shall be under oath or affirmation. Depositions or affidavits shall not be admissible unless upon stipulation by all parties. The Chairperson, any Member of the board, the attorney for the Board, the claimant and the claimant's attorney, upon recognition by the Chairperson, may direct questions to any witness during the proceedings. Each party shall have the right to present evidence relevant to the issues, to cross-examine witnesses, to impeach witnesses and to respond to the evidence presented against the party. Each party shall have the right to represent any opening and closing arguments. Any party may secure the services of a court reporter to record the proceedings with the cost to be borne by the party requesting the court reporter or requesting the transcription of the proceedings.

c. In all cases, unless otherwise provided in this section, the burden of proof shall be on the claimant.

d. In all cases, the Village shall have a right of intervention as a Party and to have and exercise all rights of a Party, including, but not limited to, the right of judicial review.

**Section 4.** Repeal of Conflicting Ordinances.

All ordinances or portions thereof in conflict herewith are hereby repealed to the extent of such conflict.

**Section 5**     Effective Date; Retention of Board Members.

This Ordinance shall become effective upon adoption.

(THIS SPACE INTENTIONALLY LEFT BLANK)

Council Member \_\_\_\_\_ offered the foregoing Ordinance and moved its adoption. The motion was seconded by Council Member \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY M. READY, MAYOR PRO TEM  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEV SMITH, MAYOR

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
KIMBERLY M. WYNN, VILLAGE CLERK

REVIEWED FOR FORM AND LEGAL SUFFICIENCY

BY: \_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY



ORDINANCE NO. 2020-10

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING SECTION 8 OF ORDINANCE NO. 2017-26, ADOPTED OCTOBER 12, 2017; AMENDING SECTION 8 PROVIDING FOR THE COMPOSITION OF THE BOARD OF TRUSTEES; PROVIDING FOR THE DUTIES OF CERTAIN OFFICERS AND OF THE BOARD OF TRUSTEES GENERALLY; PROVIDING FOR CERTAIN HEARING PROCEDURES; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Village Council desires to modify the composition of the Board of Trustees of the Village of Palm Springs General Employees Pension Fund;

NOW, THEREFORE, IT IS ORDAINED By the Village Council of the Village of Palm Springs, Florida:

**Section 1.** Section 8 of Ordinance No. 2017-26 is amended to read as follows:

Section 8. Creation of the Board of Trustees.

The trustee of such fund shall consist of five (5) members, who shall be selected as follows:

a. One member shall consist of an elected Village Council Member, appointed by a majority vote of the Council, to serve at the pleasure of the Council, so long as said Member shall remain a Member of the Village Council, as an ex-officio duty.

b. ~~The Finance Director of the Village, who shall serve as long as he/she shall continue to hold such position, and upon vacancy in the position, the successor Finance Director shall succeed to the position of Member of the Board.~~ One member shall be the Village Manager, who will serve as long as he or she remains Manager. Subject to Council approval, the Village Manager may appoint a designee, who will serve at the pleasure of the Manager.

c. Two active Employee Participants elected by a majority of the voting active Employee pension plan Participants, to serve for a period of four (4) years, or until such member leaves the Village's full time employment or resigns from the Board, whereupon

an election shall be held to fill an unexpired term. An Employee so elected may succeed himself/herself in office.

d. A resident of the Village or person engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the boundaries of the Village. (not connected with the Municipal Government); elected Such person shall be nominated by a majority of the other four (4) Board Members and subject to approval by vote of the Village Council. This member shall serve for a period of four (4) years, or until such time as he/she terminates residency within the Village or ceases to be engaged in business within the boundaries of the Village, at which time a successor shall be selected nominated by the majority of the remaining Board Members and approved by vote of the Village Council. Preference shall be given to a candidate who can demonstrate to the satisfaction of the Board that he or she possesses significant educational or experiential qualifications in the field of pension, tax, finance, or other closely related field. This member may succeed himself/herself in office. This member shall not be a current or former Village employee; or such a person's spouse, parent, child, or sibling; or a present or designated beneficiary of the Fund.

**Section 2.** Section 9 of Ordinance No. 2017-26 is amended to read as follows:

Section 9. Officers of Pension Board.

The five (5) Board Members shall elect a Chairperson, Vice-Chairperson, and a Secretary. The Chairperson shall preside at all the meetings of the Board, ~~and the~~ and shall approve the agenda prior to distribution to the Board. The agenda and all supporting materials shall be distributed to all Board members at least one week before the meeting. The Vice-Chairperson shall perform the duties of the Chairperson in the Chairperson's absence. The Secretary shall keep a complete minute book of the proceedings of the Board. The Board may retain the services of an Administrator to prepare and retain custody of the minutes on behalf of the Secretary.

**Section 3.** Section 25 of Ordinance No. 2017-26 is amended to read as follows:

Section 25. Hearing Procedures.

a. The Chairperson shall preside over the hearing and shall with the advice of legal counsel, rule on all evidentiary and other legal questions that arise during the hearing.

b. Either party, the claimant or the Board, may file pleadings within the time limits set herein. Procedural motions are to be determined by the Chairperson of the Board at any time. All parties are to furnish copies of all pleadings to the opposing parties and exchange lists with names and addresses of witnesses expected to be called to testify at the hearing, as well as the list of exhibits that are intended to be introduced, at least forty-five (45) days prior to the hearing. Testimony of witnesses shall be under oath or affirmation. Depositions or affidavits shall not be admissible unless upon stipulation by all parties. The Chairperson, any Member of the board, the attorney for the Board, the claimant and the claimant's attorney, upon recognition by the

Chairperson, may direct questions to any witness during the proceedings. Each party shall have the right to present evidence relevant to the issues, to cross-examine witnesses, to impeach witnesses and to respond to the evidence presented against the party. Each party shall have the right to represent any opening and closing arguments. Any party may secure the services of a court reporter to record the proceedings with the cost to be borne by the party requesting the court reporter or requesting the transcription of the proceedings.

c. In all cases, unless otherwise provided in this section, the burden of proof shall be on the claimant.

d. In all cases, the Village shall have a right of intervention as a Party and to have and exercise all rights of a Party, including, but not limited to, the right of judicial review.

**Section 4.** Repeal of Conflicting Ordinances.

All ordinances or portions thereof in conflict herewith are hereby repealed to the extent of such conflict.

**Section 5** Effective Date; Retention of Board Members.

This Ordinance shall become effective upon adoption.

(THIS SPACE INTENTIONALLY LEFT BLANK)

Council Member \_\_\_\_\_ offered the foregoing Ordinance and moved its adoption. The motion was seconded by Council Member \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY M. READY, MAYOR PRO TEM  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEV SMITH, MAYOR

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
KIMBERLY M. WYNN, VILLAGE CLERK

REVIEWED FOR FORM AND LEGAL SUFFICIENCY

BY: \_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY



## Richard J. Reade

---

**From:** Bonni Jensen <bonni@robertdklausner.com>  
**Sent:** Monday, June 8, 2020 4:55 PM  
**To:** David C. Miller  
**Cc:** bsjteam; Administrator Margaret M. Adcock; Chad Little  
**Subject:** RE: Village of Palm Springs General Employees Pension Fund - Ordinance change

David,

The Board is charged with the responsibility to make decisions in accordance with their fiduciary responsibility and not under any procurement code restrictions or criteria in accordance with Florida Statutes 112.656. Florida Statutes 112.661 (4) provides that:

(4) INVESTMENT AND FIDUCIARY STANDARDS.—The investment policy shall describe the level of prudence and ethical standards to be followed by the board in carrying out its investment activities with respect to funds described in this section. The board in performing its investment duties shall comply with the fiduciary standards set forth in the Employee Retirement Income Security Act of 1974 at 29 U.S.C. s. 1104(a)(1)(A)-(C). In case of conflict with other provisions of law authorizing investments, the investment and fiduciary standards set forth in this section shall prevail.

The provisions of this law pre-empt any other law regarding investments. The Purchasing Code sets out that the Finance Department is responsible for the procurement of goods and services under the Code. This would not meet with the Board's responsibilities.

The Procurement code itself exempts Pension and all of the other requests for services that the Board may perform.

Sec. §58-2 of the Village Code exempts:

\*\*\*\*

- (4) Pension Benefit Payments  
\*\*\*\*
- (9) Pension plan contributions
- (10) Memberships, dues, subscriptions, publications  
\*\*\*\*
- (13) Court reporting services  
\*\*\*\*
- (17) Job related seminars, training and related travel and per diem expenses.  
\*\*\*\*
- (27) Goods and/or services provided by governmental agencies  
\*\*\*\*
- (32) Payments made for travel and accommodations
- (33) Professional services as described below

Sec. 58-3 of the Village Code describes the exempt professional services as:

\*\*\*

- (b) Auditor services
- (c) Legal services
- (d) Consulting services. The village manager may select a consultant with a distinctive field of expertise without competitive selection for services which are not anticipated to exceed \$10,000.00. The village council may select a consultant with a distinctive field of expertise without competitive selection for services which are anticipated to exceed \$10,000.00.

Ultimately all of the provider services that the Trustees would look for are exempted.

There are at least two provisions in the Procurement Code which are problematic for the Trustees:

- a right to protest which creates a potential additional burden on the pension board, particularly when selecting a manager.
- local preference

I am available discuss further with you, if you have additional questions.

To expedite the handling of your email, please be sure to copy [bsjteam@robertdklausner.com](mailto:bsjteam@robertdklausner.com) on your emails.

Bonni S. Jensen  
Klausner, Kaufman, Jensen & Levinson  
7080 N.W. 4<sup>th</sup> Street  
Plantation, Florida 33317  
Telephone: 954-916-1202  
Facsimile: 954-916-1232  
[bonni@robertdklausner.com](mailto:bonni@robertdklausner.com)  
website – [www.klausnerkaufman.com](http://www.klausnerkaufman.com)



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---

**From:** David C. Miller <[dmiller@bmolaw.com](mailto:dmiller@bmolaw.com)>  
**Sent:** Monday, June 8, 2020 4:11 PM  
**To:** Bonni Jensen <[bonni@robertdklausner.com](mailto:bonni@robertdklausner.com)>  
**Cc:** bsjteam <[bsjteam@robertdklausner.com](mailto:bsjteam@robertdklausner.com)>; Administrator Margaret M. Adcock <[margie@resourcecenters.com](mailto:margie@resourcecenters.com)>; Chad Little <[chad@flactuaries.com](mailto:chad@flactuaries.com)>  
**Subject:** RE: Village of Palm Springs General Employees Pension Fund - Ordinance change

Hi, Bonni,

Thanks. I'm discussing with my client and I'll get back with you soonest.

Meantime, could you expand on no. 3?

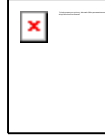


**David C. Miller | Bryant Miller Olive P.A.**

1 S.E. 3rd Avenue, Suite 2200 | Miami, FL 33131

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---

**From:** Bonni Jensen [<mailto:bonni@robertdklausner.com>]

**Sent:** Monday, June 8, 2020 1:09 PM

**To:** David C. Miller <[dmiller@bmolaw.com](mailto:dmiller@bmolaw.com)>

**Cc:** bsjteam <[bsjteam@robertdklausner.com](mailto:bsjteam@robertdklausner.com)>; Administrator Margaret M. Adcock <[margie@resourcecenters.com](mailto:margie@resourcecenters.com)>; Chad Little <[chad@flactuaries.com](mailto:chad@flactuaries.com)>

**Subject:** Fwd: Village of Palm Springs General Employees Pension Fund - Ordinance change

David,

I spoke with Glen Torcivia on Friday and understand that you drafted the attached. See my below comments. The Village Manager has contacted the Plan Administrator and indicated that time is of the essence on this. Please give me a call on my cell (561-373-6714) to discuss. I am still working remotely.

Thanks!

Sent from my iPhone

Bonni Jensen

Begin forwarded message:

**From:** Bonni Jensen <[bonni@robertdklausner.com](mailto:bonni@robertdklausner.com)>

**Date:** June 5, 2020 at 3:44:10 PM EDT

**To:** Glen Torcivia <[glen@torcivialaw.com](mailto:glen@torcivialaw.com)>

**Cc:** bsjteam <[bsjteam@robertdklausner.com](mailto:bsjteam@robertdklausner.com)>, "Margie Adcock ([margie@resourcecenters.com](mailto:margie@resourcecenters.com))" <[margie@resourcecenters.com](mailto:margie@resourcecenters.com)>, Chad Little <[chad@flactuaries.com](mailto:chad@flactuaries.com)>

**Subject:** Village of Palm Springs General Employees Pension Fund - Ordinance change

Glen,

As you may know, the attached Ordinance is proposed to amend the Village of Palm Springs General Employee Pension Fund. I have the following concerns with the language:

1. The proposed language in Section 8b is inconsistent with the trustee duties and the fiduciary language of Florida Statutes 112.656. The Village Manager or their designee could serve as a trustee but serving alternately does not meet that standard. Since Pension Trustees are also considered officers for purposes of Florida law, this seems to also be contrary to the

Florida Constitutional provision in Section 5 b “shall devote personal attention to the duties of the office.”

2. The application of the removal for unexcused absence does not apply equally to all of the trustees.
3. The use of the Purchasing Code seems to, at a minimum, conflict with the responsibilities under Florida Statutes 112.656 and 112.661.
4. The clause at the end appears to retroactively change the qualification requirements for someone to be trustee and therefore divest them from office with new qualification that was passed after appointment.

Please give me a call to discuss.

To expedite the handling of your email, please be sure to copy [bsiteam@robertdklausner.com](mailto:bsiteam@robertdklausner.com) on your emails.

Bonni S. Jensen  
Klausner, Kaufman, Jensen & Levinson  
7080 N.W. 4<sup>th</sup> Street  
Plantation, Florida 33317  
Telephone: 954-916-1202  
Facsimile: 954-916-1232  
[bonni@robertdklausner.com](mailto:bonni@robertdklausner.com)  
website – [www.klausnerkaufman.com](http://www.klausnerkaufman.com)



ORDINANCE NO. 2020-\_\_\_\_

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING SECTION 8 OF ORDINANCE NO. 2017-26, ADOPTED OCTOBER 12, 2017; AMENDING SECTION 8 PROVIDING FOR THE COMPOSITION OF THE BOARD OF TRUSTEES; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Village Council desires to modify the composition of the Board of Trustees of the Village of Palm Springs General Employees Pension Fund;

NOW, THEREFORE, IT IS ORDAINED By the Village Council of the Village of Palm Springs, Florida:

**Section 1.** Section 8 of Ordinance No. 2017-26 is amended to read as follows:

**Section 8. Creation of the Board of Trustees.**

The trustee of such fund shall consist of five (5) members, who shall be selected as follows:

a. One member shall consist of an elected Village Council Member, appointed by a majority vote of the Council, to serve at the pleasure of the Council, so long as said Member shall remain a Member of the Village Council, as an ex-officio duty.

b. ~~The Finance Director of the Village, who shall serve as long as he/she shall continue to hold such position, and upon vacancy in the position, the successor Finance Director shall succeed to the position of Member of the Board.~~ One member shall be the Village Manager. Subject to Council approval, the Village Manager may designate an Assistant to the Village Manager/Assistant Manager or a director or an assistant director of any department of the Village to serve as an alternate member with full authority in the Manager's place in the Manager's absence. The Manager shall serve so long as the Manager continues in his or her position.

c. Two active Employee Participants elected by a majority of the voting active Employee pension plan Participants, to serve for a period of four (4) years, or until such member leaves the Village's full time employment or resigns from the Board, whereupon an election shall be held to fill an unexpired term. An Employee so elected may succeed himself/herself in office.

d. A resident of the Village or person engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the boundaries of the Village. (not connected with the Municipal Government), elected Such person shall be nominated by a majority of the other four (4) Board Members and subject to approval by vote of the Village Council. This member shall serve for a period of four (4) years, or until such time as he/she terminates residency within the Village or ceases to be engaged in business within the boundaries of the Village, at which time a successor shall be selected nominated by the majority of the remaining Board Members and approved by vote of the Village Council. Preference shall be given to a candidate who can demonstrate to the satisfaction of the Board that he or she possesses significant educational or experiential qualifications in the field of pension, tax, finance, or other closely related field. This member may succeed himself/herself in office. This member shall not be a current or former Village employee; or such a person's spouse, parent, child, or sibling; or a present or designated beneficiary of the Fund.

e. Unexcused absence by a member from three (3) meetings during a period of four (4) consecutive years may be grounds for removal from the Board. Such removal shall be by majority vote of the Board. Absences may be excused for good cause by a majority vote of the Board.

**Section 2.** Section 9 of Ordinance No. 2017-26 is amended to read as follows:

Section 9. Officers of Pension Board.

The five (5) Board Members shall elect a Chairperson, Vice-Chairperson, and a Secretary. The Chairperson shall preside at all the meetings of the Board, ~~and the~~ and shall approve the agenda prior to distribution to the Board. The agenda and all supporting materials shall be distributed to all Board members at least one week before the meeting. The Vice-Chairperson shall perform the duties of the Chairperson in the Chairperson's absence. The Secretary shall keep a complete minute book of the proceedings of the Board. The Board may retain the services of an Administrator to prepare and retain custody of the minutes on behalf of the Secretary.

**Section 3.** Section 12 of Ordinance No. 2017-26 is amended to read as follows:

Section 12. Powers and Duties of Trustees.

a. Each Board of Trustees shall be a legal entity with, in addition to other powers and responsibilities contained herein, the power to bring and defend lawsuits of every kind, nature, and description. The Board of Trustees shall also have the power to engage such actuarial, accounting, legal, and other services as shall be required to transact the business of the Pension Fund. The compensation of all persons engaged by the Board of Trustees and all other expenses of the Board necessary for the operation of the Pension Fund shall be paid from the fund at such rates and in such amounts as the Board of Trustees shall agree.

b. The duties and responsibilities of the Board of Trustees shall include, but not necessarily be limited to the following:

1. To construe the provisions of the Pension Fund and determine all questions arising thereunder.
2. To determine all questions relating to eligibility and participation.
3. To determine and certify the amount of all retirement allowances or other benefits hereunder .
4. To establish uniform rules and procedures to be followed for administrative purposes, benefit applications and all matters required to administer the Pension Fund.
5. To distribute to Participants and beneficiaries at regular intervals, information concerning the Pension Fund.
6. To receive and process all applications for participation and benefits.
7. To authorize all payments whatsoever from the Fund, and to notify any disbursing agency, in writing, of approved benefit payments and other expenditures arising through operation of the Pension Fund.
8. To have performed actuarial studies and valuations at least every three years, and make recommendations regarding any and all changes in the provisions of the Pension Fund.
9. To perform such other duties as are specified in this Ordinance or by law.

c. All purchases of goods or services shall be subject to and made pursuant to and in compliance with the Purchasing Code of the Village of Palm Springs, provided, however, that authority allocated in the Purchasing Code to the Village Council or Village Manager shall instead be reserved to the Board of Trustees.

**Section 4.** Section 25 of Ordinance No. 2017-26 is amended to read as follows:

Section 25. Hearing Procedures.

a. The Chairperson shall preside over the hearing and shall with the advice of legal counsel, rule on all evidentiary and other legal questions that arise during the hearing.

b. Either party, the claimant or the Board, may file pleadings within the time limits set herein. Procedural motions are to be determined by the Chairperson of the Board at any time. All parties are to furnish copies of all pleadings to the opposing parties and exchange lists with names and addresses of witnesses expected to be called to testify at the hearing, as well as the list of exhibits that are intended to be introduced, at least forty-five (45) days prior to the hearing.

Testimony of witnesses shall be under oath or affirmation. Depositions or affidavits shall not be admissible unless upon stipulation by all parties. The Chairperson, any Member of the board, the attorney for the Board, the claimant and the claimant's attorney, upon recognition by the Chairperson, may direct questions to any witness during the proceedings. Each party shall have the right to present evidence relevant to the issues, to cross-examine witnesses, to impeach witnesses and to respond to the evidence presented against the party. Each party shall have the right to represent any opening and closing arguments. Any party may secure the services of a court reporter to record the proceedings with the cost to be borne by the party requesting the court reporter or requesting the transcription of the proceedings.

c. In all cases, unless otherwise provided in this section, the burden of proof shall be on the claimant.

d. In all cases, the Village shall have a right of intervention as a Party and to have and exercise all rights of a Party, including, but not limited to, the right of judicial review.

**Section 5.** Repeal of Conflicting Ordinances.

All ordinances or portions thereof in conflict herewith are hereby repealed to the extent of such conflict.

**Section 6.** Effective Date; Retention of Board Members.

Except as otherwise provided, this Ordinance shall become effective upon adoption. An individual who is a member of the Board of Trustees as of the Effective Date of this Ordinance shall retain his or her seat and serve out his or her current term if and only if such individual meets the qualifications for such seat as set forth in this Ordinance. Otherwise, such individual shall be immediately replaced according to the requirements set forth in this Ordinance.

(THIS SPACE INTENTIONALLY LEFT BLANK)



Council Member \_\_\_\_\_ offered the foregoing Ordinance and moved its adoption. The motion was seconded by Council Member \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, VICE MAYOR     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, MAYOR PRO TEM   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY M. READY, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEV SMITH, MAYOR

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
KIMBERLY M. WYNN, VILLAGE CLERK

REVIEWED FOR FORM AND LEGAL SUFFICIENCY

BY: \_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY

## Richard J. Reade

---

**Subject:** RE: Proposed Ordinance - General Employee Pension Board

---

**From:** David C. Miller <dmiller@bmolaw.com>

**Sent:** Monday, June 15, 2020 8:53 AM

**To:** Glen Torcivia <glen@torcivialaw.com>; Bonni Jensen <bonni@robertdklausner.com>

**Cc:** Lara Donlon <donlon@torcivialaw.com>; Margie Adcock (margie@resourcecenters.com)

<margie@resourcecenters.com>; Richard J. Reade <rreade@vpsfl.org>; bsjteam <bsjteam@robertdklausner.com>

**Subject:** RE: Proposed Ordinance - General Employee Pension Board

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and are confident the content is safe.

Good morning,

Attached please find a revised copy of the pension amendment ordinance approved on first reading by the Village Council on June 11, 2020.

Section 3 of the Ordinance addressed Section 12 of the Village Code, Powers and Duties of the Board. However, no change was made to Section 12.

This technical correction of the Ordinance eliminates that unnecessary language and renumbers appropriately.

Please submit this to the actuaries for their review for the AIS.

Thanks,



**David C. Miller | Bryant Miller Olive P.A.**

1 S.E. 3rd Avenue, Suite 2200 | Miami, FL 33131

(305) 374-7349 (O) | (305) 790-4404 (M)

[dmiller@bmolaw.com](mailto:dmiller@bmolaw.com) | [www.bmolaw.com](http://www.bmolaw.com)



**Board Certified in Labor and Employment Law**



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June 13, 2020

Margaret M. Adcock  
The Resource Centers, LLC  
4360 Northlake Blvd., Suite 206  
Palm Beach Gardens, FL 33410  
Phone: 561-624-3277 ext. 2962  
Fax: 561-624-3278

Dear Margie:

**Re: Statement of No Impact – Ordinance 2020-10**

This letter is being written to provide a statement of no impact with regard to the attached proposed ordinance which modifies the Village of Palm Springs (the Village) General Employees' Pension Fund (the Plan).

**Summary of Changes**

Prior to this proposed ordinance, the last restatement of the Plan was on October 12, 2017 with ordinance no. 2017-26. Proposed changes are summarized in the following.

| §  | Title                              | Description                                                                                                                                                                                                    |
|----|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8  | Creation of the Board of Trustees. | Subsection (b) modified to replace the Village Finance Director with the Village Manager or the Village Manager's designee. Subsection (d) modified to expand the criteria for the fifth members of the Board. |
| 9  | Officers of Pension Board.         | Language modified to clarify the roles of the Chairperson, Vice-Chairperson and Secretary.                                                                                                                     |
| 25 | Hearing Procedures.                | Subsection (d) added to provide that the Village shall have a right of intervention as a Party and to have and exercise all rights of a Party, including, but not limited to, the right of judicial review.    |

**Actuarial Impact**

The liability of the Plan is not anticipated to be materially affected by this amendment to Plan provisions.

Please let us know if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad M. Little", is written over a light blue horizontal line.

Chad M. Little, ASA, EA  
Partner, Consulting Actuary

ORDINANCE NO. 2020-\_\_\_\_\_

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING SECTION 8 OF ORDINANCE NO. 2017-26, ADOPTED OCTOBER 12, 2017; AMENDING SECTION 8 PROVIDING FOR THE COMPOSITION OF THE BOARD OF TRUSTEES; PROVIDING FOR THE DUTIES OF CERTAIN OFFICERS AND OF THE BOARD OF TRUSTEES GENERALLY; PROVIDING FOR CERTAIN HEARING PROCEDURES; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Village Council desires to modify the composition of the Board of Trustees of the Village of Palm Springs General Employees Pension Fund;

NOW, THEREFORE, IT IS ORDAINED By the Village Council of the Village of Palm Springs, Florida:

**Section 1.** Section 8 of Ordinance No. 2017-26 is amended to read as follows:

Section 8. Creation of the Board of Trustees.

The trustee of such fund shall consist of five (5) members, who shall be selected as follows:

a. One member shall consist of an elected Village Council Member, appointed by a majority vote of the Council, to serve at the pleasure of the Council, so long as said Member shall remain a Member of the Village Council, as an ex-officio duty.

b. ~~The Finance Director of the Village, who shall serve as long as he/she shall continue to hold such position, and upon vacancy in the position, the successor Finance Director shall succeed to the position of Member of the Board.~~ One member shall be the Village Manager, who will serve as long as he or she remains Manager. Subject to Council approval, the Village Manager may appoint a designee, who will serve at the pleasure of the Manager.

c. Two active Employee Participants elected by a majority of the voting active Employee pension plan Participants, to serve for a period of four (4) years, or until such member leaves the Village's full time employment or resigns from the Board, whereupon

an election shall be held to fill an unexpired term. An Employee so elected may succeed himself/herself in office.

d. A resident of the Village or person engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the boundaries of the Village. (not connected with the Municipal Government); elected Such person shall be nominated by a majority of the other four (4) Board Members and subject to approval by vote of the Village Council. This member shall serve for a period of four (4) years, or until such time as he/she terminates residency within the Village or ceases to be engaged in business within the boundaries of the Village, at which time a successor shall be selected nominated by the majority of the remaining Board Members and approved by vote of the Village Council. Preference shall be given to a candidate who can demonstrate to the satisfaction of the Board that he or she possesses significant educational or experiential qualifications in the field of pension, tax, finance, or other closely related field. This member may succeed himself/herself in office. This member shall not be a current or former Village employee; or such a person's spouse, parent, child, or sibling; or a present or designated beneficiary of the Fund.

**Section 2.** Section 9 of Ordinance No. 2017-26 is amended to read as follows:

Section 9. Officers of Pension Board.

The five (5) Board Members shall elect a Chairperson, Vice-Chairperson, and a Secretary. The Chairperson shall preside at all the meetings of the Board, ~~and the~~ and shall approve the agenda prior to distribution to the Board. The agenda and all supporting materials shall be distributed to all Board members at least one week before the meeting. The Vice-Chairperson shall perform the duties of the Chairperson in the Chairperson's absence. The Secretary shall keep a complete minute book of the proceedings of the Board. The Board may retain the services of an Administrator to prepare and retain custody of the minutes on behalf of the Secretary.

**Section 3.** Section 25 of Ordinance No. 2017-26 is amended to read as follows:

Section 25. Hearing Procedures.

a. The Chairperson shall preside over the hearing and shall with the advice of legal counsel, rule on all evidentiary and other legal questions that arise during the hearing.

b. Either party, the claimant or the Board, may file pleadings within the time limits set herein. Procedural motions are to be determined by the Chairperson of the Board at any time. All parties are to furnish copies of all pleadings to the opposing parties and exchange lists with names and addresses of witnesses expected to be called to testify at the hearing, as well as the list of exhibits that are intended to be introduced, at least forty-five (45) days prior to the hearing. Testimony of witnesses shall be under oath or affirmation. Depositions or affidavits shall not be admissible unless upon stipulation by all parties. The Chairperson, any Member of the board, the attorney for the Board, the claimant and the claimant's attorney, upon recognition by the



Chairperson, may direct questions to any witness during the proceedings. Each party shall have the right to present evidence relevant to the issues, to cross-examine witnesses, to impeach witnesses and to respond to the evidence presented against the party. Each party shall have the right to represent any opening and closing arguments. Any party may secure the services of a court reporter to record the proceedings with the cost to be borne by the party requesting the court reporter or requesting the transcription of the proceedings.

c. In all cases, unless otherwise provided in this section, the burden of proof shall be on the claimant.

d. In all cases, the Village shall have a right of intervention as a Party and to have and exercise all rights of a Party, including, but not limited to, the right of judicial review.

**Section 4.** Repeal of Conflicting Ordinances.

All ordinances or portions thereof in conflict herewith are hereby repealed to the extent of such conflict.

**Section 5** Effective Date; Retention of Board Members.

This Ordinance shall become effective upon adoption.

(THIS SPACE INTENTIONALLY LEFT BLANK)

Council Member \_\_\_\_\_ offered the foregoing Ordinance and moved its adoption. The motion was seconded by Council Member \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY M. READY, MAYOR PRO TEM  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEV SMITH, MAYOR

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
KIMBERLY M. WYNN, VILLAGE CLERK

REVIEWED FOR FORM AND LEGAL SUFFICIENCY

BY: \_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY

**From:** [Richard J. Reade](#)  
**To:** [Margie Adcock](#)  
**Cc:** [David Miller \(dmiller@bmlaw.com\)](#); [Lara Donlon](#); [Glen Torcivia](#); [Kimberly M. Wynn](#)  
**Bcc:** [bevsmith6644@gmail.com](#); [Doug Gunther - Village of Palm Springs \(douglasgunther@bellsouth.net\)](#); [Gary Ready](#); [Joni Brinkman - Personal Home E-mail](#); [Joni Brinkman - Urban Design Kilday Studios \(jbrinkman@udkstudios.com\)](#); [Patti Waller](#)  
**Subject:** Proposed Ordinance - General Employee Pension Board  
**Date:** Friday, June 5, 2020 12:06:00 PM  
**Attachments:** [General Employee Pension Board Ordinance \(Board Composition\).pdf](#)

---

Good morning Ms. Adcock,

I am writing to request that the attached proposed ordinance be provided to the General Employee Pension Board's actuary, Freiman Little Actuaries, LLC, for their review and to provide the Board and the Village with an Actuarial Impact Statement. We are hopeful that this information can be provided as soon as possible and that a determination is provided by Freiman Little Actuaries prior to the Council considering this proposed ordinance during their June 11, 2020 Council Meeting.

Should you have any questions and/or require any additional information, do not hesitate to contact me directly.

Thank you.

Have a great day.

Richard J. Reade  
Village Manager  
Village of Palm Springs

Tel: 561.965.4011

E-mail: [rreade@vpsfl.org](mailto:rreade@vpsfl.org)

THE  
LAKE WORTH HERALD

Published Once a Week

Lake Worth, Palm Beach County, Florida

STATE OF FLORIDA  
COUNTY OF PALM BEACH:

BEFORE the undersigned authority personally appeared MARK J EASTON, who on oath says that he is PRESIDENT of *The Lake Worth Herald*, a weekly newspaper published at Lake Worth in Palm Beach County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter of

Village of Palm Springs Notice on public hearing to be held at 6:30 p.m., July 9, 2020, in the Village Council Chambers at Village Hall, 226 Cypress Lane, Palm Springs, Florida, to consider Ordinances 2020-08, 2020-09, 2020-10

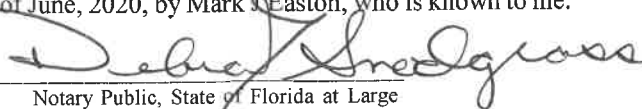
was published in said newspaper in the issue of

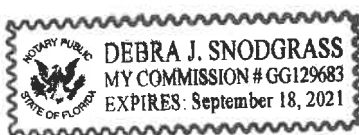
June 25, 2020

Affiant further says that the said *The Lake Worth Herald* is a newspaper published at Lake Worth, in said Palm Beach County, Florida, and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, each week and has been entered as second class mail matter at the post office in Lake Worth, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

  
MARK J EASTON

SWORN TO AND SUBSCRIBED before me this 25th day of June, 2020, by Mark J Easton, who is known to me.

  
Notary Public, State of Florida at Large



Legal Notice No. 36976

NOTICE OF PUBLIC HEARING

Regular Village Council Meeting, Thursday, July 9, 2020, at 6:30 PM

The Village of Palm Springs proposes to adopt the following Ordinances:

Public Hearings on the proposed ordinances will be held in Council Chambers at Village Hall, 226 Cypress Lane, Palm Springs, Florida, on the following dates:

ORDINANCE NO. 2020-08

AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 34 "LAND DEVELOPMENT", ARTICLE VI "LAND USE", DIVISION 2 "ADMINISTRATION" TO AMEND AND MODIFY THE REGULATIONS REGARDING HOW LAND DEVELOPMENT PROCEDURES ARE APPLIED AND THE LEGISLATIVE AND ADMINISTRATIVE AUTHORITY; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.

ORDINANCE NO. 2020-09

AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 1 "GENERAL PROVISIONS", SECTION 1-2 "DEFINITIONS AND RULES OF CONSTRUCTION" AND AMENDING CHAPTER 34 "LAND DEVELOPMENT", ARTICLE VI "LAND USE", DIVISION 7 "SUPPLEMENTAL DISTRICT REGULATIONS", SUBDIVISION 1 "IN GENERAL" IS HEREBY AMENDED TO ADD A NEW SECTION 34-898 "MOBILE FOOD DISPENSING VEHICLES AND MOBILE VENDORS" TO PROVIDE FOR REGULATIONS REGARDING MOBILE VENDORS DISPENSING FOOD AND OTHER ITEMS; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.

ORDINANCE NO. 2020-10

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING SECTION 8 OF ORDINANCE NO. 2017-26, ADOPTED OCTOBER 12, 2017; AMENDING SECTION 8 PROVIDING FOR THE COMPOSITION OF THE BOARD OF TRUSTEES; PROVIDING FOR THE DUTIES OF CERTAIN OFFICERS AND OF THE BOARD OF TRUSTEES GENERALLY; PROVIDING FOR CERTAIN HEARING PROCEDURES; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.

The ordinances in their entirety may be inspected at the Office of the Village Clerk during Monday through Friday between 8:00 a.m. and 5:00 p.m. All interested parties may appear at the meeting and be heard with respect to the proposed ordinance at the public hearing.

If a person decides to appeal any decision made by the above Village Council with respect to any matter considered at such hearing, he or she will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons who need an accommodation in order to attend or participate in this meeting should contact the Village Clerk at (561) 965-4010 at least 3 days prior to the meeting in order to request such assistance.

VILLAGE OF PALM SPRINGS

Kimberly Wynn, Village Clerk  
Publish: *The Lake Worth Herald*  
June 25, 2020

## Richard J. Reade

---

**From:** Margie Adcock <margie@resourcecenters.com>  
**Sent:** Tuesday, August 25, 2020 11:53 AM  
**To:** LocalRet  
**Cc:** Lara Donlon; bsjteam; Bonni Jensen; David C. Miller; Glen Torcivia; Richard J. Reade; Chad Little  
**Subject:** RE: Palm Springs General Employee Pension - Proposed Ordinance  
**Attachments:** 20200613 Palm Springs General Statement of No Impact 2020-10 (Revised).pdf; Ord No. 2020-27 GE Pension Plan -V2.pdf

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and are confident the content is safe.

Good Morning.

The Village of Palm Springs Council approved the attached revisions to the General Employees Pension Ordinance on August 20, 2020. Please find attached the Ordinance and the Actuarial Impact Statement. The second reading for this Ordinance is scheduled for September 10, 2020.

We would ask that DMS please "reply-to-all" with an acknowledgment of the receipt of this Ordinance and Actuarial Impact Statement.

Thank you.

Margie

### **Margaret M. Adcock**

**Plan Administrator  
Resource Centers, LLC**

Email: [margie@ResourceCenters.com](mailto:margie@ResourceCenters.com)  
Toll Free: 800-206-0116



[www.ResourceCenters.com](http://www.ResourceCenters.com)

#### **Main Office**

4360 Northlake Blvd,  
Suite 206,  
Palm Beach Gardens, FL  
33410

Phone: (561) 624-3277  
Fax: (561) 624-3278

#### **Fort Myers Office**

4100 Center Pointe Dr,  
Suite 108,  
Fort Myers, FL 33916

Phone: (239) 573-4750  
Fax: (239) 573-4752

#### **Orlando Office**

231 East Colonial Dr.  
Suite 100,  
Orlando, FL 32801

Phone (561) 855-2209

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## Margie Adcock

---

**From:** local\_ret <Local\_Ret@dms.myflorida.com>  
**Sent:** Thursday, June 18, 2020 1:31 PM  
**To:** Margie Adcock; local\_ret  
**Cc:** Lara Donlon; bsjteam; Bonni Jensen; David C. Miller; Glen Torcivia; Richard J. Reade; Chad Little  
**Subject:** RE: Palm Springs General Employee Pension - Proposed Ordinance

Hello,

This email will serve as recognition of receipt of the above-referenced Impact Statement and Ordinance.

Thank you,

**Kathleen Dieckmann** | Staff Assistant  
*Retirement*  
850-778-4604 (office)  
Florida Department of Management Services  
**We Serve Those Who Serve Florida**



[How We Are Doing? Click Here to Take the DMS Customer Satisfaction Survey](#)

---

**From:** Margie Adcock [mailto:margie@resourcecenters.com]  
**Sent:** Thursday, June 18, 2020 11:15 AM  
**To:** local\_ret <Local\_Ret@dms.myflorida.com>  
**Cc:** Lara Donlon <donlon@torcivialaw.com>; bsjteam <bsjteam@robertdklausner.com>; Bonni Jensen <bonni@robertdklausner.com>; David C. Miller <dmiller@bmlaw.com>; Glen Torcivia <glen@torcivialaw.com>; Richard J. Reade <rreade@vpsfl.org>; Chad Little <chad@flactuaries.com>  
**Subject:** RE: Palm Springs General Employee Pension - Proposed Ordinance

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Good Morning.

The Village of Palm Springs Council approved the attached revisions to the General Employees Pension Ordinance on June 11, 2020. Please find attached the Ordinance and the Actuarial Impact Statement. The second reading for this Ordinance is scheduled for July 9, 2020.

We would ask that DMS please "reply-to-all" with an acknowledgment of the receipt of this Ordinance and Actuarial Impact Statement.

Thank you.

Margie

**Margaret M. Adcock**

**Plan Administrator  
Resource Centers, LLC**

Email: [margie@ResourceCenters.com](mailto:margie@ResourceCenters.com)  
Toll Free: 800-206-0116



**THE  
RESOURCE  
CENTERS**

[www.ResourceCenters.com](http://www.ResourceCenters.com)

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## Richard J. Reade

---

**From:** Margie Adcock <margie@resourcecenters.com>  
**Sent:** Thursday, June 18, 2020 4:19 PM  
**To:** Richard J. Reade  
**Cc:** Lara Donlon; bsjteam; Bonni Jensen; David C. Miller; Glen Torcivia; Chad Little  
**Subject:** RE: Palm Springs General Employee Pension - Proposed Ordinance

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and are confident the content is safe.

My pleasure!!

Let me know if you need anything else!

Enjoy your evening.

Margie

**Margaret M. Adcock**

**Plan Administrator  
Resource Centers, LLC**

Email: [margie@ResourceCenters.com](mailto:margie@ResourceCenters.com)  
Toll Free: 800-206-0116



[www.ResourceCenters.com](http://www.ResourceCenters.com)

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Phone (561) 855-2209

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---

**From:** Richard J. Reade [mailto:rreade@vpsfl.org]  
**Sent:** Thursday, June 18, 2020 4:14 PM  
**To:** Margie Adcock; LocalRet  
**Cc:** Lara Donlon; bsjteam; Bonni Jensen; David C. Miller; Glen Torcivia; Chad Little  
**Subject:** RE: Palm Springs General Employee Pension - Proposed Ordinance



([CLICK HERE](#)) to find out why your participation matters in the upcoming April 2020 Census.

Thank you very much Margie.

Have a great day.

Richard J. Reade  
Village Manager  
Village of Palm Springs

Tel: 561.965.4011  
E-mail: [rreade@vpsfl.org](mailto:rreade@vpsfl.org)

---

**From:** Margie Adcock <margie@resourcecenters.com>  
**Sent:** Thursday, June 18, 2020 11:15 AM  
**To:** LocalRet <Local\_Ret@dms.myflorida.com>  
**Cc:** Lara Donlon <donlon@torcivialaw.com>; bsjteam <bsjteam@robertdklausner.com>; Bonni Jensen <bonni@robertdklausner.com>; David C. Miller <dmiller@bمولaw.com>; Glen Torcivia <glen@torcivialaw.com>; Richard J. Reade <rreade@vpsfl.org>; Chad Little <chad@flactuaries.com>  
**Subject:** RE: Palm Springs General Employee Pension - Proposed Ordinance

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Good Morning.

The Village of Palm Springs Council approved the attached revisions to the General Employees Pension Ordinance on June 11, 2020. Please find attached the Ordinance and the Actuarial Impact Statement. The second reading for this Ordinance is scheduled for July 9, 2020.

We would ask that DMS please "reply-to-all" with an acknowledgment of the receipt of this Ordinance and Actuarial Impact Statement.

Thank you.

Margie

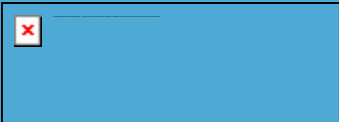


**Margaret M. Adcock**

**Plan Administrator  
Resource Centers, LLC**

Email: [margie@ResourceCenters.com](mailto:margie@ResourceCenters.com)

Toll Free: 800-206-0116

|                                                                                   | Main Office                                                           | Fort Myers Office                                            | Orlando Office                                           |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------|--------------------------------------------------------------|----------------------------------------------------------|
|  | 4360 Northlake Blvd,<br>Suite 206,<br>Palm Beach Gardens, FL<br>33410 | 4100 Center Pointe Dr,<br>Suite 108,<br>Fort Myers, FL 33916 | 231 East Colonial Dr.<br>Suite 100,<br>Orlando, FL 32801 |
| <a href="http://www.ResourceCenters.com">www.ResourceCenters.com</a>              | Phone: (561) 624-3277<br>Fax: (561) 624-3278                          | Phone: (239) 573-4750<br>Fax: (239) 573-4752                 | Phone (561) 855-2209                                     |

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[www.vpsfl.org](http://www.vpsfl.org)

## NOTICE OF PUBLIC HEARING

Public Hearing on the proposed ordinances will be held remotely in the Council Chambers at Village Hall, 226 Cypress Lane, Palm Springs, Florida, on the following date:

Regular Virtual Village Council Meeting, Thursday, September 10, 2020, at 6:30 PM

The public can participate using GoToWebinar:

Participants can use their telephone or computer mic & speakers (VoIP).  
United States: +1 (415) 930-5321  
Access Code #543-627-678  
<https://attendee.gotowebinar.com/register/1190697834698840587>  
(After registering, you will receive a confirmation email containing information about joining the webinar).

The Village of Palm Springs proposes to adopt the following Ordinances:

### ORDINANCE NO. 2020-27

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING SECTION 8 OF ORDINANCE NO. 2017-26, ADOPTED OCTOBER 12, 2017; AMENDING SECTION 8 PROVIDING FOR THE COMPOSITION OF THE BOARD OF TRUSTEES; PROVIDING FOR THE DUTIES OF CERTAIN OFFICERS AND OF THE BOARD OF TRUSTEES GENERALLY; PROVIDING FOR CERTAIN HEARING PROCEDURES; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.

### ORDINANCE NO. 2020-28

AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 2 "ADMINISTRATION" TO REMOVE OUTDATED AND INAPPLICABLE PROVISIONS AND MODIFY CERTAIN PROVISIONS REGARDING THE VILLAGE COUNCIL AND BOARDS; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.

The ordinances in their entirety may be inspected at the Office of the Village Clerk during Monday through Friday between 8:00 a.m. and 5:00 p.m. All interested parties may appear at the meeting and be heard with respect to the proposed ordinance at the public hearing.

If a person decides to appeal any decision made by the above Village Council with respect to any matter considered at such hearing, he or she will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons who need an accommodation in order to attend or participate in this meeting should contact the Village Clerk at (561) 965-4010 at least 3 days prior to the meeting in order to request such assistance.

VILLAGE OF PALM SPRINGS  
Kimberly Wynn, Village Clerk  
9-4/2020

0000593572-01



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** September 10, 2020

**DEPARTMENT:** Planning, Zoning & Building

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**ITEM 10.1:** Discussion - Proposed Village of Palm Springs Comprehensive Plan and Code Amendments - Draft Gulfstream Road Overlay

### **SUMMARY:**

The Planning, Zoning & Building Department is proposing text amendments to the Future Land Use Element of the Comprehensive Plan (and concurrent amendments to the Land Development Regulations) to establish a Gulfstream Road Overlay (GRO). The intent of the proposed GRO would be to encourage residential redevelopment, to optimize utilization of residential property and to create a neighborhood identity.

Property owners along Gulfstream Road are interested in redeveloping their residential properties. The area is characterized by large lots (0.5 – 1.15 acres in size) that are currently underutilized and are either vacant or developed with only a single-family residence. There is interest in additional density, however, the entire area between Davis Road (on the east side) and Kirk Road (on the west side) is designated with the Low-Density Residential land use category.

Rather than consider land-use changes on a parcel-by-parcel basis, which may result in concerns regarding compatibility and "spot zoning", an overlay approach may be utilized to permit additional density in exchange for design considerations.

The proposed GRO (land development regulations and design requirements) were initially drafted by Gulfstream Road property owners and was workshopped with the Planning & Zoning Board on July 9, 2019.

Village staff has proposed various revisions to the property owners' suggested new land development regulations and is moving forward as a staff-initiated effort.

The proposed Gulfstream Road Overlay provides for the following:

- Use of Key West architectural style to establish a distinct neighborhood identity and create a sense of place
- Clustering of multi-family dwelling units to allow aggregation of open space for common amenity area
- Flexibility (no minimum) in lot area so long as maximum density not exceeded
- Density bonus in consideration of high-quality design features (up to a maximum of ten (10) units per acre)
- Standard parking, open space, and landscape requirements are maintained

The proposed GRO encompasses 20 parcels and a total of 13.94 acres. The area is designated with the Low- Density Residential Land Use category, which allows up to 5.8 units per acre (or a maximum of 80 residential units for the area). If every property were to be redeveloped pursuant to the GRO allowances and approved for the maximum eligible density (10 du/ac), the neighborhood would be comprised of 139 residential units (an increase of 59 units). The proposed provisions do not require that parcels be aggregated (there would be no minimum lot size). The smallest lots of record are ¼ acre in size and have the potential for a maximum of two (2) units per lot (i.e., duplexes, stand-alone units, garage apartments, etc.) if the GRO is utilized.

The potential impacts of an additional 59 residential units are summarized below:

| <b>Maximum Potential Demand on Public Services/Facilities</b> |                          |                               |                  |
|---------------------------------------------------------------|--------------------------|-------------------------------|------------------|
|                                                               | <b>Existing Land Use</b> | <b>Proposed Density Bonus</b> | <b>Increase</b>  |
| <b>Public Facility/Service</b>                                | <b>(5.8 du/ac)</b>       | <b>(max. of 10 du/ac)</b>     | <b>in Demand</b> |
|                                                               | <b>80 dwelling units</b> | <b>139 dwelling units</b>     |                  |
| Roads (traffic)                                               | 81 pht                   | 92 pht                        | +11 pht          |
| Schools (students)                                            | 17 students              | 17 students                   | N/A              |
| Potable Water                                                 | 16,925 gpd               | 29,407 gpd                    | +12,482 gpd      |
| Sanitary Sewer                                                | 28,000 gpd               | 34,750 gpd                    | +6,750 gpd       |
| Solid Waste                                                   | 1,377 lbs/day            | 2,392 lbs/day                 | +1,015 lbs/day   |
| Parks                                                         | 4,494 s.f.               | 7,811 s.f.                    | +3,316 s.f.      |
|                                                               |                          |                               | (0.08 acres)     |

The objective of the proposed GRO would be to promote the redevelopment of the Gulfstream Road neighborhood by creating a distinct character and identity. The potential density bonus (an additional 4.2 units per acre) would serve as the mechanism to incentivize property owners and/or developers to assemble parcels and build new residences in Key West style. It is envisioned that this effort may result in additional neighborhood overlays being requested in the future.

The proposed comprehensive plan amendments were submitted through the PBC Intergovernmental Plan Amendment Review Committee (IPARC) for intergovernmental review, and no comments were received.

Staff is requesting Council input and direction on the proposed overlay district prior to being formally considered by the Planning & Zoning Board. This will enable staff and the Planning & Zoning Board to better develop recommendations and/or conditions within the proposed comprehensive plan and land development regulations amendments.

**FISCAL IMPACT:**

The proposed discussion and request for direction does not have a direct fiscal impact to the Village; however, if the proposed Gulfstream Road Overlay (GRO) district is approved, it may assist in facilitating the residential development of property within this area of the Village, which will bring increased ad valorem value to the Village.

**ATTACHMENTS:**

Proposed Comprehensive Plan Amendments - Gulfstream Road Overlay

Draft Ordinance - Land Development Regulations -Gulfstream Road Overlay

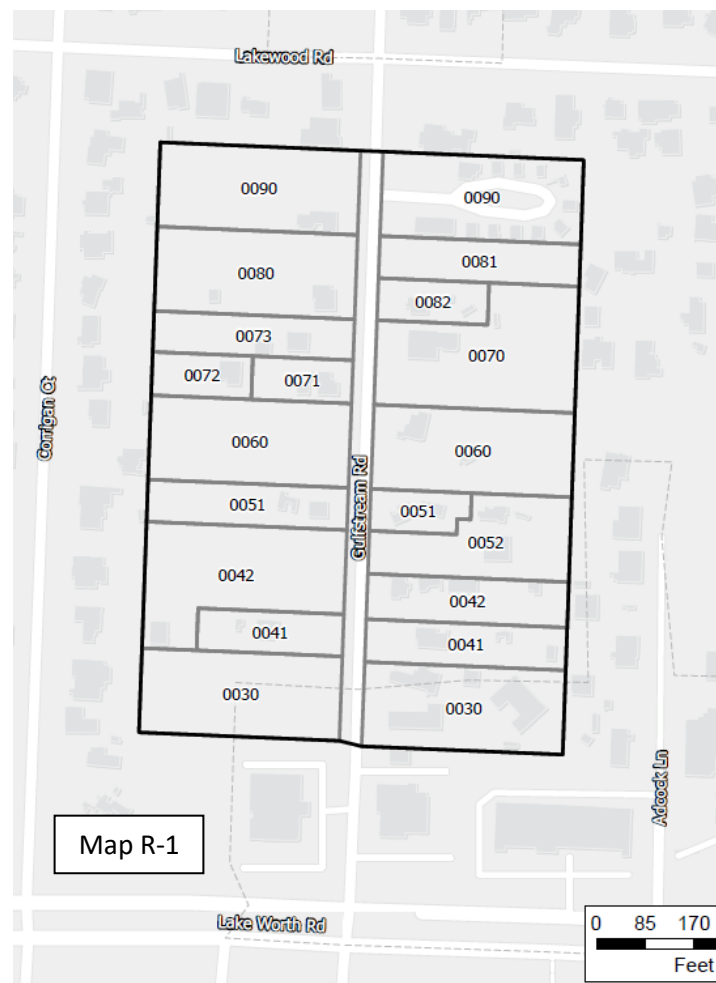


# Gulfstream Road Overlay

## Future Land Use Element

*Objective R:* A Gulfstream Road Overlay (“GRO”) shall be maintained in the Village’s Land Development Regulations in order to encourage residential redevelopment, optimize utilization of residential property, create a neighborhood identity and fulfill objectives of the Palm Springs Community Redevelopment Agency.

The allowances of the GRO shall only be applicable to Residential Multi-Family (RM) zoned residential properties fronting Gulfstream Road, generally located south of Lakewood Road and north of Lake Worth Road, as depicted on Map R.1:



*Policy R.1:* Redevelopment in the GRO shall utilize a Key West architectural style to establish a neighborhood identity. Clustering of residential units is permissible in consideration of

the design elements and development standards outlined in the Village Land Development Regulations for the GRO.

Policy R.2: Infill multi-family residential projects that comply with the development standards of the GRO shall be eligible for and may be granted a density bonus by the Village Council, without the need for a future land use map amendment. The maximum density for a GRO development project shall be 10 dwelling units per gross acre (consistent with the maximum intensity of the Medium Density Residential land use category).

ORDINANCE NO. 2020-\_\_\_\_\_

AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING THE VILLAGE CODE OF ORDINANCES AT CHAPTER 34 "LAND DEVELOPMENT", ARTICLE VI "LAND USE", DIVISION 7 "SUPPLEMENTAL DISTRICT REGULATIONS", TO ESTABLISH PROVISIONS OF SUBDIVISION XXV, "GULFSTREAM ROAD OVERLAY", SPECIFICALLY SECTIONS 34-1323 – 34-1324.1; TO PROVIDE INCENTIVES FOR REDEVELOPMENT; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village currently has regulations in place at Chapter 34 of the Village Code of Ordinances regarding development or improvements of land; and

WHEREAS, the Village desires to amend the existing regulations to provide incentives for redevelopment along Gulfstream Road; and

WHEREAS, the Village finds that providing a developer with incentives through area-specific development allowances will assist in the implementation of stated objectives of the Village, thereby enhancing quality of life of its residents; and

WHEREAS, the Village finds making amendments to existing land development regulations to establish standards to encourage redevelopment in the Gulfstream Road residential neighborhood serves a valid public purpose.

NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA:

Section 1. The foregoing recitals are incorporated herein as true and correct findings of fact of the Village Council, and serve as a basis for adoption of this Ordinance.

Section 2. Chapter 34 "Land Development", Article VI "Land Use", Division 7 "Supplemental District Regulations", Subdivision XXV "Gulfstream Road Overlay" with Sections 34-1323 – 34-1324.1 is hereby enacted to read as follows:

**SUBDIVISION XXV. GULFSTREAM ROAD OVERLAY**

**Sec. 34-1323 Gulfstream Road Overlay**

This subdivision establishes an overlay to be known as the Gulfstream Road Overlay ("GRO") which is applicable to RM Zoned properties on Gulfstream Road between Lake Worth Road and Lakewood Road, as shown on Map R-1 in the Future Land Use Element of the comprehensive plan.

#### Sec. 34-1323.1 Purpose and intent.

The intent of the GRO is to provide special development regulations for the development and redevelopment of high-quality multifamily residences at a density, scale and mass complementary to the existing neighborhood character and incorporating the Key West architectural style to establish a neighborhood identity. Illustrations of the Key West architectural style are shown below:



#### Sec. 34-1323.2 Applicability.

These regulations are applicable to all development and redevelopment, except construction of new single-family homes and the renovation or expansion of existing single-family homes, consistent with Sec. 34-766, are exempt from this section.

In addition to the regulations specified herein for the GRO, all lot and building requirements of the underlying RM zoning district and all other applicable standards in these Land Development Regulations shall apply. Where there is a conflict between the GRO standards and other Land Development Regulations, the GRO standards shall apply.

#### Sec. 34-1323.3 Permitted Uses.

Permitted uses within the GRO shall be limited to the following:

- (1) Single-family detached dwellings.
- (2) Duplex dwellings, subject to compliance with the development standards below.
- (3) Multiple family dwellings, subject to compliance with the development standards below.
- (4) Residential Planned Developments, subject to compliance with the development standards below.
- (5) Minor community residential homes, subject to the provisions of subdivision XI of this division, and subject to compliance with the development standards below.
- (6) Home occupations, subject to the provisions set forth in section 34-890 of this Code.

#### Sec. 34-1323.4 Accessory uses.

Accessory uses permitted in the GRO shall only include any accessory use customarily incidental and subordinate to the permitted uses, including private garages, swimming pools, cabanas, saunas, spas, gazebos, utility sheds and other similar uses.

Sec. 34-1323.5 Special exceptions.

The following shall be permitted as special exception uses in the GRO, subject to compliance with the development standards specified in Sec. 34-1324 and any applicable supplemental regulations specified in Division 7:

- (1) Churches and places of worship.
- (2) Public uses and facilities.
- (3) Public utilities.
- (4) Recreation uses and facilities.
- (5) Child-care facilities.
- (8) Family day care homes.
- (9) Satellite dish antennas.
- (10) Schools.

Sec. 34-1323.6 Prohibited uses.

The following uses shall be specifically prohibited in the GRO:

- (1) Any use not specifically, provisionally or by reasonable implication permitted, or permitted by special exception.

Sec. 34-1324 Development standards.

The following property development regulations shall be in effect for the GRO:

- (1) Architectural style. All new construction (and renovations utilizing the allowances of the GRO) shall incorporate the following design elements indicative of the Key West architectural style:
  - a. Roofing shall incorporate the following:
    - i. Minimum pitched of 4:12 (rise to run).
    - ii. Gable-ends.
    - iii. Raised seam metal roofing material or dimensional shingles.
    - iv. Minimum 2' overhang with exposed or decorative truss-tails.
    - v. Design to distinguish each unit. This may be accomplished by each unit having its own ridge, gable-ends, and truss ends resting on the exterior wall of that unit. Alternatively, the roof may be designed to encompass the entire multi-unit building with each unit being distinguished using dormers and or other similar features.
  - b. Windows shall incorporate the following:
    - i. Single-hung or double-hung windows with mullions in at least one of the window frames.
    - ii. Decorative or functional shutters mounted on the side of each window or utilizing a "Bahama" type shutter.
  - c. Exterior doors shall incorporate the following:
    - i. The main exterior entry door shall be facing and be visible from the adjacent driveway or street frontage.
    - ii. The main exterior entry door shall be a panel door with minimum of 2-panels and may be a solid or partial-light. If partial-light doors are used, there shall be mullions in a pattern consistent with the windows.
  - d. Exterior wall finish shall be comprised of the following:
    - i. Clapboard appearance utilizing wood, vinyl or hardi-plank type of siding, or a stucco finish.



- e. Front porch shall incorporate the following:
    - i. Minimum 5' of usable depth not including walls, roof support structures or railings.
    - ii. Porch roof sloped in a manner consistent with the main roof or incorporated into the main roof, with roof coverings to match the main roof.
    - iii. Roof support posts and railings with a wood appearance.
  - f. Building color shall be as follows:
    - i. The building base shall be a tropical light-color pastel, and all units shall include a complementary accent color and all trim shall be white.
  - g. Site improvements shall be as follows:
    - i. Gulfstream Road frontage. Any fencing, walls or entry features, signage and or other site improvements along the Gulfstream roadway frontage shall be designed and constructed to be consistent with the color and materials used in the main buildings, with tropical landscaping. Fencing or perimeter walls on other parts of the site is exempt from this requirement.
    - ii. Any community buildings and site amenities shall be consistent with the Key West style to the extent applicable.
- (2) Building height maximum 35' to the top of beam of the third floor. Three-stories maximum.
  - (3) Building articulation. There shall be variation in the building façade of multi-unit buildings which may be accomplished by articulating individual units, using a different paint color for each unit, or other similar architectural treatment.
  - (4) Maximum building width shall be 150'.
  - (5) The site shall be designed utilizing the principals of Crime Prevention Through Environmental Design (CPTED) including:
    - a. Design site to increase pedestrian and bicycle traffic;
    - b. Windows overlooking walkways, driveways and parking areas;
    - c. Design landscapes which enable site surveillance from adjacent rights-of-way;
    - d. Design perimeter fencing and walls to enable site surveillance from adjacent rights-of-way;
    - e. Design site lighting to ensure that potential problem areas well-lit such as pathways, entrances/exits, parking areas, public spaces, mailboxes, play areas, dumpsters, etc. Ensure that light levels are appropriate and are not too bright thus creating glare or deep shadows.
  - (6) Sidewalks and concrete pathways shall connect all units to each other, and to community spaces as well as the public right-of-way for pedestrian safety.
  - (7) A minimum of 20% of the project site shall be designed for active or passive recreation activities.
  - (8) Minimum lot size is based on design and overall density of the project.
  - (9) Property development regulations of the RM district contained in Section 34-766 remain applicable except as provided herein.
  - (10) Landscaping shall be in accordance with Article III.
  - (11) Supplemental regulations shall be as set forth in Division 7 of this article.
  - (12) Off-street parking and loading shall comply with Division 8 of this article.

#### Sec. 34-1324.1 Maximum Residential Density.

Residential projects in compliance with the Development Standards specified herein are eligible for and may be granted a density bonus by the Village Council, pursuant to the GRO provisions of the comprehensive plan. The maximum density of a GRO project shall not exceed ten (10) dwelling units per gross acre.

Section 3. Codification. The ordinance shall be codified in the Code of Ordinances of the Village of Palm Springs, Florida.

Section 4. Repeal of Conflicting Ordinances. All Ordinances, Resolutions or parts of Ordinances and Resolutions in conflict herewith are hereby repealed.

Section 5. Severability. If any word, clause, sentence, paragraph, section or part thereof contained in this Ordinance is declared to be unconstitutional, unenforceable, void or inoperative by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder of this Ordinance.

Section 6. Effective Date. This Ordinance shall become effective immediately upon adoption.

Council Member \_\_\_\_\_, offered the foregoing Ordinance, and moved its adoption. The motion was seconded by Council Member \_\_\_\_\_, and upon being put to a vote, the vote was as follows:

|                               | <u>Aye</u>               | <u>Nay</u>               | <u>Absent</u>            |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| BEV SMITH, MAYOR              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PATTI WALLER, VICE MAYOR      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| GARY READY, MAYOR PRO TEM     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| DOUG GUNTHER, COUNCIL MEMBER  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| JONI BRINKMAN, COUNCIL MEMBER | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The Mayor thereupon declared this Ordinance approved and adopted by the Village Council of the Village of Palm Springs, Florida, on second reading, the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

VILLAGE OF PALM SPRINGS, FLORIDA

BY: \_\_\_\_\_  
BEV SMITH, MAYOR

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
KIMBERLY M. WYNN, CMC, VILLAGE CLERK

REVIEWED FOR LEGAL FORM AND SUFFICIENCY

BY: \_\_\_\_\_  
GLEN J. TORCIVIA, VILLAGE ATTORNEY