



**VILLAGE COUNCIL MEETING MINUTES,
COUNCIL CHAMBERS
226 CYPRESS LANE
VILLAGE OF PALM SPRINGS, FLORIDA 33461
JUNE 22, 2023 AT 6:00 PM**

CALL TO ORDER

Mayor Smith called the Village Council Regular Meeting to order at 6:05 PM.

ROLL CALL

Present: Vice Mayor Joni Brinkman, Mayor Pro Tern Patti Waller, Council Member Doug Gunther, Council Member Gary Ready, Mayor Bev Smith, Village Manager Michael Bornstein, and Village Attorney Glen Torcivia.

Absent: None

Also Present: Assistant Village Manager Kim Glas-Castro, Police Chief Thomas Ceccarelli as Sergeant-in-Arms, Planning, Zoning and Building Director Iramis Cabrera, Village Planner Christian Berrios Melendez, Utilities Director Dr. Jimmy Johnson, Assistant Utilities Director Paul Ward, Assistant Public Works Director Timothy Crespo, and Project Manager Walter Sanchez.

INVOCATION

The Village Manager, Mr. Bornstein, led the Invocation

PLEDGE OF ALLEGIANCE

The Village Council led in the Pledge of Allegiance.

ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA

Village Manager Bornstein indicated there were no changes to the Agenda.

Council Member Gunther made a motion to approve the Agenda as presented. Mayor Pro Tern Waller made a second. The said motion carried 5-0.

CONSENT AGENDA

Mayor Smith offered the public an opportunity to speak on the Consent Agenda. There were no comments from the public.

Council Member Ready made a motion to approve the Consent Agenda. Vice-Mayor Brinkman seconded the motion. The said motion carried 5-0.

1. **June 8, 2023. Village Council Regular Meeting Minutes:** Motion for the approval of June 8, 2023, Village Council Regular Meeting Minutes.
Staff: Kimberly Wynn, Village Clerk
2. **Access Control Main Water Treatment Plant Gate - Utilities Department (FY - 2023 ARPA Funded) - Gerelcom:** Motion for approval for the purchase of an RFID antenna to read badges affixed to vehicle windshields and automatically open the existing gate and accept Gerelcom's price of \$46,540.00. The project will be funded through ARPA funds.
Staff: Jimmie Johnson, Utilities Director

SUMMARY: The Utilities Department has a need for more control and documentation of the people accessing the Main Water Treatment Plant. The Environmental Protection Agency, as a result of the Bioterrorism Act of 2002, requires that drinking water utilities continuously conduct vulnerability assessments and improve their resiliency. Access control similar to the access control currently implemented within other buildings owned by the Village was recommended to control the gate access at the Main Water Treatment Plant. The project will be funded through ARPA funds. If approved, the Village would accept Gerelcom including all terms, conditions, and pricing therein.

Note: To ensure the standardization of access control systems throughout the Village, staff recommended Gerelcom, our current Vendor for Access Control.

The Village's Purchasing Code, Section 58-11, Best interest acquisitions, provides that the Village may acquire or contract for non-real property, goods, or services without utilizing the competitive selection purchase requirements where the Village Council declares by at least a four-fifths affirmative vote that the competitive selection process is not in the best interest of the village. The Village Council shall make specific factual findings that support its determination, and such contracts shall be placed on the regular Village council agenda. This provision may not be used to contract for goods or services for which such contract would exceed the limits set forth in F.S. §287.055 or 255.20, as amended.

The proposed quotes were prepared by Gerelcom and reviewed by the Information Technology Director, Assistant Utilities Director, Utilities Director, and Finance Director.

The Village has worked with the proposed vendor previously, and they have provided excellent service and quality solutions.

Fiscal Impact: Funds to support the proposed purchase are available within the FY 2023 Budget - Water & Sewer Enterprise Fund by way of ARPA funding. 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.

3. **Insurance Broker/Consultant Services (Property, Casualty, Liability, Workers Compensation & Special Coverage) Insurance Contract - Piggyback - Village Manager's Office (FY 2023 Budget Funded - General Fund & Water & Sewer Fund) - Gehring Group:** Motion for the approval of the Insurance Broker Agreement in the amount of \$ 38,000 annually for three (3) years with the Gehring Group, via a piggyback agreement with North Port for Property, Casualty, Liability, Workers' Compensation, & Special Coverage. Funding is available from the General Fund & Water & Sewer Fund.

Staff: Kimberly Wynn, Village Clerk

SUMMARY: The Village uses a broker/consultant to provide insurance consulting services related to the Village's assets and inventory, including buildings, utility plants, lift stations, vehicles and liability and workers' compensation claims.

To ensure the lowest possible price, the staff recommended that the Village piggyback off the North Port contract awarded to Gehring Group, Inc. This selection by North Port was completed through a competitive selection process - Broker of Record for Property/Casualty Insurance Program (RFP No. 2023-27 - Insurance Broker Services for Property & Casualty Insurance & Risk Management Consulting - April 12, 2023).

Note: The proposed piggyback contract fee, if approved, would be funding that would be provided in the FY 23/24 budget.

If approved, the Village would accept Gehring Group Insurance Brokers & Consultants' price of \$38,000 annually for three (3) years. With an option to renew for two additional one-year terms, the price for the two additional one-year terms would include a 4% COLA increase each year. The contract terms are the City of North Port contract, including all terms, conditions, and pricing. The term of the proposed agreement would expire on July 15, 2026.

The Village Purchasing Code, Section 58-9. Accessing contracts by other government agencies provides that the Village may award a contract by piggybacking or accessing the goods and/or services from any State of Florida contract; contracts of any Florida political subdivision; or from any other governmental entity (other than the Federal government); provided that the same or substantially similar goods and/or services were competitively solicited.

The proposed agreement was prepared by the Village Attorney and reviewed by the Village Clerk.

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

Fiscal Impact: Funding to support this service is available within the FY 2023 Budget - General Fund and Water & Sewer Enterprise Fund.

4. **Geographic Information System (GIS) Software and Services - Term Extension - ESRI:** Motion for the approval of a three (3) year ESRI Small Municipal and County Government Enterprise Agreement (SGEA) which provides the software needed for the Geographic Information System (GSIS) services, including the GIS data. On July 14, 2020, a three-year agreement was approved and will expire on July 21, 2023. If approved, the proposed agreement expires on September 20, 2026, with renewal on a three (3) year basis under the terms of the current agreement. **Correction to the financial terms starting on July 22, 2023.**

Staff: Iramis Cabrera, Director of Planning, Building and Zoning

SUMMARY: The ESRI Small Municipal and County Government Enterprise Agreement (SGEA) is a three-year agreement granting our organization access to Esri term license software. As owner and manufacturer, ESRI is the sole source provider of all U.S. domestic Small Municipal and County Government Enterprise Agreements (EA).

On July 14, 2020, a three-year Enterprise Agreement was approved and expires on July 21, 2023.

Various Village of Palm Springs departments need continuous Geographic Information System (GIS) services, including adding GIS data. To continue with the GIS software products, the staff is requesting the renewal of the Enterprise Agreement that will grant the Village access to GIS software.

If approved, the Village would accept Esri pricing, including all terms and conditions. The term of the proposed agreement would expire on September 30, 2026, and may be renewed after that on a three-year basis under the terms of the current agreement.

Note: This item was approved by the Council at the June 8, 2023, Village Council Regular Meeting; however, the supporting documentation was incorrect. For transparency, the staff is bringing this item back for approval.

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

Fiscal Impact: Funding to support services under this proposed agreement will be available within the FY 2023 - FY 2026 Budget - General Fund. The proposed agreement has a fiscal impact of:

FY 2023	\$ 5,966.33
FY 2024	\$ 30,672
FY2025	\$ 30,672
FY2026	\$ 30,672 (September 30, 2026)

End of Consent Agenda....

Council Member Ready made a motion to approve the Consent Agenda. Vice-Mayor Brinkman seconded the motion. The said motion carried 5-0

PRESENTATIONS

There were no Presentations.

PUBLIC COMMENT

Mayor Smith offered public comment. There were no comments from the public.

PUBLIC HEARINGS

5. **(Quasi-Judicial Hearing) Resolution No. 2023-33 - Site Development Plan Amendment (SPR23-04) - Village of Palm Springs - 230 Cypress Lane:** Motion for the approval of Resolution No. 2023-33, a Site Plan Amendment (SPR23-04) submitted by Song & Associates, Inc, agent for the Village of Palm Springs, to permit the expansion of the Public Safety Building with the construction of a 13,169 square feet two-story attached building on the governmental property located at 230 Cypress Lane. Funding to support the project is available within the FY 2021 and FY 2024 Budget- General Fund and Police Department Fund.
Staff: Iramis Cabrera, Planning, Building and Zoning Director

SUMMARY: An application submitted by Song & Associates, Inc, agent for the Village of Palm Springs, is requesting the approval of a site development plan amendment (SPR23-04) to permit the expansion of the Public Safety Building with the construction of a 13,169 square feet two-story attached building on the governmental property located at 230 Cypress Lane.

The subject area currently includes a one-story concrete masonry building that houses the Police Department in the western two-thirds of the building and three

apparatus bays and support space for Fire Rescue at the easternmost end of the building. The project scope does not include the Fire Rescue areas and apparatus bays. However, the exterior walls and openings are being addressed for maintenance and replacement of windows for storm hardening.

Since the original construction of the building, the Police Department has grown in staff and adapted to new procedures and responsibilities in their public services. One of the primary goals of this project is to re-organize the department groups to improve the efficiency of functions and to accommodate future growth and adaptability. The project includes a 13,169 square foot two-story addition and remodeling of the existing Police Department spaces.

Upon completion, the facility will measure 32,543 square feet and serve departmental needs for 20 years and beyond.

A two-story addition is proposed to wrap the north facade and a portion of the west facade of the existing building. The design presents an opportunity for an improved civic presence when approaching the campus from the north on Cypress Lane from Alameda Drive. A new two-story glass lobby will align with Cypress Lane from Alameda Drive. The lobby is designed to feel welcoming and comforting to all residents, from children passing by on their way to the sports fields or crime victims coming to the facility.

The proposed exterior materials include textured stucco in horizontal banding with panels between the windows. Between the ground and second floor, inset panels will be finished with a precast stone relief with a palm motif. The exterior colors will be natural stone and sand-colored tones. A metal panel facade at the top of the entry lobby will incorporate signage. Sunshades will be included above the windows and wrap the entry lobby. The panels, sunshades, and glass frames will be metal with a dark blue color.

Flag poles are proposed for the northwest corner of the new addition. The new spaces also include a community meeting room adjacent to the new lobby and an opening to a small green space on the west side of the additional area. The meeting room can serve a variety of events for the public, from public information and press conferences to educational events and neighborhood watch programs. The flexible meeting space can be used for police training and serve as part of the Emergency Operations command center.

The existing parking lot on the west side of the building will be modified to accommodate the expansion area, provide additional green space, and improve traffic movement and parking for ease of use. The area on the west side will also be gated to expand the secure parking area for police.

The entire facility will be hardened for improved storm resilience, allowing the building to serve as an Emergency Operations Center with uninterrupted power and system redundancy. As a 'Critical Facility,' the building will be suitable for use during storm events and recovery periods.

The Planning & Zoning Board considered the requested project during its regular meeting on June 13, 2023, and recommended approval.

Mayor Smith asked the Council to disclose their ex parte communication. The Council did not have ex parte communication to disclose. The Village Clerk, Ms. Wynn, swore in the applicant, Jill Lanigan, from Song & Associates, along with the staff. Ms. Cabrera stated that she would defer her presentation to Ms. Lanigan. Ms. Lanigan discussed the Police Expansion Site Plan. She gave her presentation and entered it into the record. Many of her recommendations were based on feedback from the Planning and Zoning Board. The recommendations included added security in the parking areas, more decorative accents in and around the building, and an area dedicated to customers conducting police business. Ms. Lanigan described not having an institutionalized look by using a coral-beige color scheme.

Mayor Smith offered the Council an opportunity to discuss this matter.

Council Member Ready asked about parking availability for meetings in the community rooms. He was also concerned about customers that parked whenever they used the 24/7 Police lobby. Mayor Pro Tern Waller questioned if there were three shades of the color scheme used. Mrs. Lanigan confirmed that the renderings appeared different because of the texture. Vice-Mayor Brinkman inquired about the fencing. She wanted to know if it would be replaced. She also questioned if the impound area was located inside the building. Ms. Lanigan confirmed the impound is on the outside. She also discussed the conduits and construction on the project. Council Member Gunther wanted to know the future of the perimeter of the fence. Mayor Smith wanted to secure the area with more fencing. Council Member Ready and Council Member Gunther asked if signs would be placed for the police department. Council Member Gunther inquired about the bollards in front of the building. He was informed by Ms. Lanigan that safety measures would be used.

Mayor Smith offered the public an opportunity to speak about this item. There were no comments from the public.

Council Member Ready made a motion to approve Resolution No. 2023-33. Vice-Mayor Brinkman seconded the motion. The said motion carried 5-0.

Fiscal Impact: Funding to support the project is available within the FY 2021 and FY 2024 Budget - General Fund and Police Department Fund.

6. **Resolution No. 2023-31 - Preliminary Garbage Non Ad-Valorem Assessment Rates - FY 2023:** Motion for the approval of Resolution No. 2023-31; adopting the preliminary non-ad valorem assessment roll for Fiscal Year 2023/2024 so as to provide a uniform method for collecting the non-ad valorem assessment for garbage, trash and recyclables collection services and related services on the Palm Beach County Tax Notices.

Staff: Kimberly Wynn, Village Clerk

SUMMARY: The Village Council adopted Resolution No. 2023-31, setting the preliminary Non-Ad- Valorem assessment rates for Fiscal Year 2023-31. As a result, Resolution No. 2023-31 proposes to set the preliminary Non-Ad-Valorem assessment roll rates to provide a uniform method for collecting this assessment for garbage, trash, and recyclables collection services in the Village on the Palm Beach County Tax Notices.

The proposed rates for Fiscal Year 2023-2024 will be as follows:

Single Family Homes	\$ 225
Multi-Family Homes	\$ 140
Mobile Homes	\$140

The Council originally established the uniform method for collecting garbage, trash and recyclables services on the Palm Beach County Tax Notices by adoption of Resolution No. 2008-17 in February 2008. This Resolution included 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.

The Council has adopted a corresponding resolution each year setting rates for the upcoming fiscal year. The proposed Resolution would establish the Non Ad-Valorem rates for garbage based on the cost of collection and disposal at that time. The projected price includes a 9% contract increase effective April 1, 2023. This contract expires April 1, 2024. Furthermore, a potential increase in the Village's contract with a contractor hauler needs to be considered. In an effort to assist with the reduced administrative margin to offset staff costs, it is necessary to increase rates.

Public Works Director, Timothy Crespo presented this item. He proposed an increase of 9% to the garbage rates for the upcoming fiscal year. He explained that the increase is needed to keep up with the rates from the Solid Waste Authority (SWA). Rates are expected to go up again in the next contract year.

Mayor Smith offered the public an opportunity to speak on Resolution No. 2023-31. There were no comments from the public.

Council Member Gunther made a motion to approve Resolution No. 2023-31. Vice-

Mayor Brinkman seconded the motion. The said motion carried 5-0.

Fiscal Impact: The projected total annual revenue that the Village would assess is expected to be \$1,605,250 (which is at a 96% collection rate).

7. **Resolution No. 2023-32 - Stormwater Non Ad-Valorem Assessment Rates - FY 2024:** Motion for the approval of Resolution No. 2023-32, setting the preliminary Non Ad-Valorem assessment rates for Fiscal Year 2023-2024 for stormwater management assessments for each parcel within the area benefited, other than the non-assessed property.

Staff: Kimberly Wynn, Village Clerk

SUMMARY: The proposed Resolution sets the preliminary Non Ad-Valorem assessment roll rates for Fiscal Year (FY) 2024 and provides a uniform method for collecting this assessment for the stormwater management services within the Village on the Palm Beach County Tax Notices .

The proposed rates for FY 23-24 will be the same as last year:

	Annual Rate
Single Family Residential Condominiums	\$48
Multifamily	\$48
Commercial (Under 2 ESU's)	\$48
Commercial (2 to 4.99)	\$96
Commercial (5 to 9.99 ESU's)	\$180
Commercial (10 ESU's and above)	\$240

The Village Council originally established the uniform method for collection and funding the Village's stormwater management services and projects in July 2016 (Resolution No. 2016-51). The approved Resolution included 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.

The proposed fees and all related data will be submitted to the PBC Property Appraiser's Office and the PBC Information Systems Services department, which provides billing services for the Village.

Public Works Director Timothy Crespo presented this item. He said there would be no changes to the stormwater rates this year.

Mayor Smith offered the public an opportunity to speak on Resolution No. 2023-32. There were no comments from the public.

Mayor Pro Tern Waller made a motion to approve Resolution No. 2023-32. Council

Member Ready seconded the motion. The said motion carried 5-0.

Fiscal Impact: The proposed FY 2024 rates are the same as last year's rates.

ACTIONS AND REPORTS

There were no Actions and Reports.

VILLAGE MANAGER COMMENTS

There were no Village Manager Comments.

VILLAGE COUNCIL COMMENTS

There were no Village Council Comments.

ADJOURNMENT

Hearing no further business, Mayor Smith adjourned the Village Council Regular Meeting at 6:35 PM.

The undersigned is the Village Clerk of Palm Springs, Florida, and the information provided herein is the Minutes of the Regular Council Meeting held on **June 22, 2023**. Which minutes were formally approved and adopted by the Village Council on **July 13, 2023**.

Kimberly M. Wynn

Village Clerk

**NEXT REGULAR MEETING:
THURSDAY, JULY 13, 2023
AT 6:30 PM**