



CITY COUNCIL MEETING

City of Greenacres, Florida

Monday, December 01, 2025 at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

AGENDA

Mayor and City Council

Chuck Shaw, Mayor

Susy Diaz, Deputy Mayor

John Tharp, Councilmember, District I

Peter Noble, Councilmember District II

Judith Dugo, Councilmember, District III

Elisa Leheny, Councilmember, District V

Administration

Andrea McCue, City Manager

Christy Goddeau, City Attorney

Glen J. Torcivia, City Attorney

Tanya Earley, City Attorney

Quintella Moorer, City Clerk

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

SPECIAL BUSINESS

1. **Presentation:** Holiday Performance. - John I. Leonard High School - Dr. Jesus Armas.
2. **Presentation:** Comprehensive Hotel Market Feasibility Study. - Dr. Philip Harris, Director of Economic Development.
3. **Presentation:** 2025 City Photo Contest Winners. - Austin Lee, Director of Communications and Governmental Affairs.

CONSENT AGENDA

4. **Official City Council Meeting Minutes:** City Council Meeting Minutes, November 3, 2025. - Quintella L. Moorer, City Clerk.
5. **Resolution 2025-56:** Approving Amendment 001 to the fiscal year 2024-2025 Community Development Block Grant (CDBG) Agreement with Palm Beach County (R2024-1409) for Phase III Original Section Sewer Project; authorizing City Officials to execute the same; and providing for conflicts and an effective date. - Carlos Cedeño, Director of Public Works.
6. **Resolution 2025-58:** Authorizing the execution of the First Amendment to the agreement between the City of Greenacres and America Traffic Solutions, Inc. d/b/a Verra Mobility for school zone speed camera enforcement services; providing for conflicts and effective date. - Monica Powery, Director of Purchasing.

REGULAR AGENDA

- 7. PUBLIC HEARING: Ordinance 2025-06: Second Reading:** Amending the Code of Ordinances Chapter 16, Zoning Regulations, Article 1, in General; Article 3, District Regulations; Article 4, Supplemental District Regulations; and Article 7, Landscaping, to revise definitions, Standards related to impervious and pervious surfaces, and driveway requirements for residential properties; providing for severability; providing for inclusion in code; providing an effective date; and for other purposes. - Linda Louie, Zoning Administrator, Development and Neighborhood Services.
- 8. PUBLIC HEARING: Ordinance 2025-14: First Reading:** Amending Chapter 16, Zoning Regulations, Article 4, Supplementary District Regulations, Division 1, Generally, Establish the process and procedures for the review and approval of reasonable accommodation requests, including certified recovery residences; Providing a process for reasonable accommodation requests for persons with disabilities as provided by the Fair Housing Act, the Americans with Disabilities Act and other state and federal regulations; providing for repeal of conflicting ordinances; providing for severability; providing for inclusion in the code; and providing for an effective date. - Linda Louie, Zoning Administrator, Development and Neighborhood Services.
- 9. QUASI-JUDICIAL: PUBLIC HEARING: Resolution 2025-57:** Approving an application for a Major Site and Development Plan Amendment to expand the existing Online Pickup Delivery operations and add Electric Vehicle charging spaces. The request includes a Master Sign Plan approval located south of Forest Hill Boulevard approximately 620 feet east of Jog Road, at 6294 Forest Hill Boulevard, as requested by applicant, Jacquie Pedevillano of Bowman Consulting Group Ltd., agent for the owner Walmart Stores East. - Millie Rivera, Planner, Development and Neighborhood Services.
- 10. Ordinance 2025-05: First Reading:** Amending Chapter 2, Administration, Article 7, Finance, Division 2, Purchases and contracts, to revise and clarify the procurement code and purchasing processes and for other purposes; providing for repeal of conflicting ordinances; providing for severability; providing for inclusion in the Code; and providing for an effective date. - Monica Powery, Director of Purchasing.
- 11. PUBLIC HEARING: Ordinance 2025-22: First Reading:** Amending the City of Greenacres budget for the Fiscal Year beginning October 1, 2025, and ending September 30, 2026, inclusive; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. – Teri Beiriger, Director of Finance.

DISCUSSION ITEM - None.**COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS****CITY MANAGER'S REPORT**

- 12.** Community and Recreation Services Report.
- 13.** Development and Neighborhood Services Report.
- 14.** Economic Development Report.
- 15.** Finance Report.
- 16.** Fire Rescue Report.
- 17.** Information Technology Report.

[18.](#) Palm Beach Sheriff's Office District 16 Report.

[19.](#) Public Works Report.

[20.](#) Purchasing Report.

[21.](#) Youth Programs Report.

CITY ATTORNEY'S REPORT

MAYOR AND CITY COUNCIL REPORT

ADJOURNMENT

Future City Council Meetings

January 5, 2026.

February 2, 2026.

Meeting Records Request

Any person requesting the appeal of a decision of the City Council will require a verbatim record of the proceedings and for that purpose will need to ensure that such verbatim record is made. Pursuant to FS. 286.0105, the record must include the testimony and evidence upon which the appeal is to be based. The City of Greenacres does not prepare or provide such verbatim record.

Notice of Council Meetings and Agendas

The first and third Monday of each month are regular meeting dates for the City Council; special or workshop meetings may be called, whenever necessary. Council Agendas are posted on the City's website on the Friday prior to each Council meeting. A copy of the meeting audio and the complete agenda may be requested at CityClerk@greenacresfl.gov or 561-642-2006.

Americans with Disabilities Act

In accordance with the provisions of the Americans with Disabilities Act (ADA), this document can be made available in an alternate format upon request. Special accommodations can be provided upon request with three (3) days advance notice of any meeting, by contacting City Clerk Quintella Moorner at Greenacres City Hall, 5800 Melaleuca Lane, Greenacres, Florida. Phone No. 561-642-2006. Hearing Assistance: If any person wishes to use a Listen Aid Hearing Device, please contact the City Clerk prior to any meeting held in the Council Chambers.



ITEM SUMMARY

MEETING DATE: December 1, 2025

FROM: Austin Lee, Director, Communications & Governmental Affairs

SUBJECT: 2025 City Photo Contest Winners

BACKGROUND

The City's annual Photo Contest, which began in 2018, continues to showcase the beauty and spirit of our community, growing in popularity each year. We are excited to share that this year we received 83 submissions, with 35 meeting all judging requirements, nearly doubling last year's total!

The contest features categories highlighting different aspects of our city: Nature & Wildlife, Special Events & Programs, and Parks & Landmarks. A top photo has been selected in each category as this year's winner.

We extend our sincere thanks to this year's selection committee, representing 10 City departments, for their time and expertise in evaluating these incredible submissions.

City Clerk - Alisa Velez

Fire Rescue - Wayne Kenimer

Public Works - Stephen Harnois

Youth Programs - Ezekiel Sotelo

Community & Recreation Services - Tiana Garcia

Development & Neighborhood Services - Durrani Guy

Information Technology - Jose Saldana

Purchasing - Randi Whitcomb

Finance - Tara Tuozzo

Human Resources - Robin Kandel

Blanca Mackrey – Program Sponsor (Blanca Lopez Mackrey Insurance Agency, Inc.)

I would like to thank and acknowledge Loris Baez, Multimedia Communications Specialist from the Communications Dept. for her dedication and expertise in coordinating this annual program.

A very special thank you also goes to Blanca Lopez Mackrey, owner of the State Farm office on Lake Worth Road, who has generously sponsored the gift cards awarded tonight for five years in a row and served as a guest judge. Your continued support and involvement in our community programs are truly appreciated!

Tonight, we recognize the 3 Category Winners:

Nature and Wildlife – Andrew West (City Hall Butterfly Garden)

Parks and Landmarks – Jenny Apple-Santoro (Samuel J Ferreri - Community Park)

Special Events and Programs – Charlene Rothe (Negan in a Firetruck)



CITY COUNCIL MEETING

City of Greenacres, Florida

Monday, November 03, 2025, at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

MINUTES

Mayor and City Council

Chuck Shaw, Mayor

Susy Diaz, Deputy Mayor

John Tharp, Councilmember, District I

Peter Noble, Councilmember District II

Judith Dugo, Councilmember, District III

Elisa Leheny, Councilmember, District V

Administration

Andrea McCue, City Manager

Christy Goddeau, City Attorney

Glen J. Torcivia, City Attorney

Tanya Earley, City Attorney

Quintella Moorer, City Clerk

CALL TO ORDER AND ROLL CALL

Mayor Shaw called the meeting to order at 6PM. All other Councilmembers were present.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion made by Councilmember Dugo, Seconded by Councilmember Noble to approve the agenda.

Voting Yea: Deputy Mayor Diaz, Councilmember Noble, Councilmember Tharp, and Councilmember Dugo.

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

SPECIAL BUSINESS

None.

1. Oaths of Office. - Quintella L. Moorer, City Clerk.

Ms. Elisa Leheny, District 5.

Ms. Moorer swore in Ms. Leheny.

Photos were taken.

Councilmember Leheny took her seat on the dais.

2. Presentation: Fire Rescue Promotional Badge Pinning - Chief Phillip Konz, Fire Rescue.

Chief Konz congratulated all the Firefighters on their promotions. Chief Konz called Brian Brady, Assistant Fire Chief, Wayne Kenimer, Division Chief, Kyle Morejon, Fire Rescue Captain, and Connor Klotz, Fire Rescue Lieutenant.

Photos were taken.

CONSENT AGENDA

- 3. Official City Council Meeting Minutes:** City Council Meeting Minutes, October 20, 2025.
- Quintella L. Moorer, City Clerk.
- 4. Ratification Approval for the Public Safety Officers/Firefighters Retirement Board of Trustees:** Ratification of Rudolf Ponson to serve a four (4) year term. - Andrea McCue, City Manager.
- 5. Resolution 2025-52:** Authorizing the Mayor to sign an Interlocal Agreement with Palm Beach County for funding of the Historical Museum Project, providing for an effective date; and for other purposes. - Andrea McCue, City Manager.
- 6. Resolution 2025-53:** Approving the professional service agreement between the City of Greenacres and PK Productions Inc. to provide professional sound system services for six (6) city events; authorizing the appropriate City Officials to execute the agreement; providing for an effective date. - Monica Powery, Director of Purchasing.
- 7. Resolution 2025-54:** Amending Council Policy No. 31 to update allowed uses of the City's Official Seal and provide for allowed uses of the City's branding logo and provide for conflicts and an effective date. - Andrea McCue, City Manager.

Motion made by Councilmember Tharp, Seconded by Councilmember Noble to approve the Consent agenda.

Voting Yea: Deputy Mayor Diaz, Councilmember Noble, Councilmember Tharp, Councilmember Dugo, and Councilmember Leheny

REGULAR AGENDA

- 8. PUBLIC HEARING: Ordinance 2025-06: First Reading:** Amending the Code of Ordinances Chapter 16, Zoning Regulations, Article 1, in General; Article 3, District Regulations; Article 4, Supplemental District Regulations; and Article 7, Landscaping, to revise definitions, Standards related to impervious and pervious surfaces, and driveway requirements for residential properties; providing for severability; providing for inclusion in code; providing an effective date; and for other purposes. - Linda Louie, Zoning Administrator, Development and Neighborhood Services.

Ms. Moorer read the ordinance by title.

Ms. Louie stated the ordinance was a city-initiated amendment. The purpose of the text amendment was to clarify definitions, align standards for the zoning code and existing parking regulations and to protect the city's infrastructure.

Ms. Louie highlighted other standards such as front yard, driveway requirements and incorporate exemption for synthetic turf per State Statute until adoption.

Staff recommended approval of Ordinance 2025-06 on First Reading.

DISCUSSION ITEM - None.**COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

None.

CITY MANAGER'S REPORT

Ms. McCue mentioned the new elected official's exemption law and stated the forms would be mailed to all Councilmembers.

She also advised Palm Beach County Commissioner Joel Flores was about to secure a million dollars for the central county master plan development. She mentioned the county was still working on the scope of work and hoped to have it ready in 2026. She also mentioned she would provide some updates regarding property tax and traffic studies soon.

She mentioned cancelling the November 17 and December 15 Council meetings. The Council approved.

Ms. McCue stated the city would host a food drive November 12 at 10AM at City Hall and the Veterans Ceremony was November 11.

She thanked Commissioner Flores for the increase of meals to be issued for the drive.

CITY ATTORNEY'S REPORT

No report.

MAYOR AND CITY COUNCIL REPORT

Deputy Mayor Diaz: welcomed Councilmember Leheny and thanked Ms. McCue for her quick reply to the SNAP benefit paused. She also thanked PBSO for the Trunk or Treat event.

Councilmember Dugo: thanked everyone for a great job and echoed the great Trunk or Treat.

Councilmember Noble: thanked everyone for a great job.

Councilmember Tharp: he echoed all comments related to the Trunk or Treat and asked about volunteers needed for the food drive.

Mayor Shaw: was amazed at the number of participants for the Trunk or Treat and was amazed at Deputy Mayor Diaz's costume and props for the events. He reminded everyone about the opening of Pine Crest Bakery.

ADJOURNMENT

6:31PM.

Chuck Shaw
Mayor

Quintella Moorer, MMC
City Clerk

Date Approved: _____



ITEM SUMMARY

MEETING DATE: December 1, 2025

FROM: Carlos Cedeño, Director, Public Works Department

SUBJECT: Resolution 2025-56
CDBG Original Section Phase III Lift Station Agreement
Amendment 001 with Palm Beach County Department of Housing and
Economic Development

BACKGROUND

On October 1, 2024, Palm Beach County Department of Housing and Economic Development (DHED) entered into Agreement R2024-1409 with the City of Greenacres for a Community Development Block Grant (CDBG) for Fiscal Year 2024-2025. DHED agreed to provide \$197,913 of CDBG funds for the improvements of the Original Section Sanitary Sewer System Phase III to construct the north area lift station that has gravity sewer line with a septic system currently serving 1,170 residential units. The Original Section Sewer improvements is a multi-phase project that is located between 10th Ave North and Biscayne Boulevard. The project will provide sanitary sewer service to properties and enhance water quality standards to the City's residents.

ANALYSIS

To proceed with the project, the attached Agreement Amendment 001 between Palm Beach County and the City of Greenacres needs to be approved by City Council. This agreement is similar to the previous CDBG agreements between Palm Beach County and the City of Greenacres. Agreement Amendment 001 revises the completion of the construction date from November 30, 2025 to May 31, 2026. It also revises the request date for 100% reimbursement of CDBG funds from DHED from December 31, 2025 to June 30, 2026.

FINANCIAL INFORMATION

The CDBG Agreement Amendment 001 does not change the total reimbursement for the allocated CDBG funds under Agreement R2024-1409 (\$197,913).

LEGAL

The Resolution has been prepared in accord with the applicable City Code requirements.

STAFF RECOMMENDATION

Approval of Resolution FY 2024-2025 CDBG Agreement Amendment 001 through the adoption of Resolution 2025-56.



ITEM SUMMARY

MEETING DATE: December 1, 2025

FROM: Monica Powery, Director of Purchasing

SUBJECT: Approval of Resolution No. 2025-58 School Zone Speed Detection Agreement – First Amendment

BACKGROUND

In 2023, the Florida Legislature authorized municipalities to install speed detection systems to enforce school zone speed limits. Following this legislative change, the City of Greenacres evaluated traffic data indicating significant speeding violations within City school zones. In 2023 alone, 707 speeding citations and 247 written warnings were issued within Greenacres school zones.

To enhance public safety and protect children traveling to and from school, the City Council directed staff to implement a School Zone Speed Enforcement Program using automated speed detection systems. Ordinance No. 2024-30 established the framework for this program, including the authority to contract with qualified vendors.

On May 19, 2025, City Council approved Resolution No. 2025-26 for execution of a piggyback agreement with American Traffic Solutions, Inc. d/b/a Verra Mobility, utilizing the competitively awarded contract between the City of Tampa and Verra Mobility. This agreement provides for the installation, operation, and management of school zone speed camera enforcement services under the same terms and rates as outlined in Tampa's Master Agreement.

ANALYSIS

Resolution No. 2025-58 approves the execution of the First Amendment to the Agreement with American Traffic Solutions, Inc. d/b/a Verra Mobility, adding an additional four (4) beacons to the City's school zone to enhance public safety in school zones.

FINANCIAL INFORMATION

Costs associated with the installation, operation, and enforcement of the program will be governed by the agreement with Verra Mobility. Any revenues generated from fines will be collected and distributed in accordance with Florida law, and all program expenses will be managed through approved budget allocations.

LEGAL

The agreement has been reviewed for compliance with the City's purchasing policies, state statutes, and all applicable legal requirements, including due process protections and public records obligations.

STAFF RECOMMENDATION

Staff recommends approval of Resolution No. 2025-58, authorizing the First Amendment to the Agreement with Verra Mobility to implement the School Zone Speed Detection System Program and enhance the safety of children and the public in designated school zones.

RESOLUTION NO. 2025-58

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING AND AUTHORIZING THE EXECUTION OF THE FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF GREENACRES AND AMERICAN TRAFFIC SOLUTIONS, INC. D/B/A VERRA MOBILITY FOR SCHOOL ZONE SPEED CAMERA ENFORCEMENT SERVICES; PROVIDING FOR CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, on March 7, 2024, the City of Tampa issued a Request for Proposal (RFP) for the implementation of a photo enforcement program for school zone speed violations; and

WHEREAS, the City of Tampa entered into a Master Agreement with American Traffic Solutions, Inc. d/b/a Verra Mobility following a competitive solicitation and evaluation process ("City of Tampa Contract"); and

WHEREAS, the City of Greenacres desires to implement a similar program utilizing the terms and conditions of the City of Tampa Contract, in accordance with the City's Purchasing Code, allowing for piggybacking onto other government contracts; and

WHEREAS, on May 19, 2026, the City Council approved the piggyback agreement with Verra Mobility to provide school zone speed camera enforcement services under the same rates and terms as outlined in the City of Tampa Contract ("Agreement"); and

WHEREAS, the City of Greenacres desires to add an additional four (4) Beacon Lights to the City's school zones and amend the Agreement to reflect such additional Lights; and

WHEREAS, the City Council finds approving this First Amendment to the Agreement serves the best interests of the residents of Greenacres by enhancing public safety in school zones.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and incorporated herein by

Resolution No. 2025-58 | School Zone Speed Detection System Agreement Amendment
Page No. 2
reference.

SECTION 2. The City Council hereby approves the First Amendment to Agreement between the City of Greenacres and American Traffic Solutions, Inc. d/b/a Verra Mobility which First Amendment is attached hereto as Exhibit “A” and incorporated herein.

SECTION 3. The appropriate City officials are authorized to execute the First Amendment and any related documents necessary to implement the terms of the First Amendment.

SECTION 4. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed to the extent of such conflict.

SECTION 5. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED this 1st day of December, 2025

Chuck Shaw, Mayor

Attest:

Quintella Moorer, City Clerk

Voted:
John Tharp, Council Member, *District I*

Voted:
Peter Noble, Council Member, *District II*

Voted:
Judith Dugo, Council Member, *District III*

Voted:
Susy Diaz, *Deputy Mayor*

Voted:
Elisa Leheny, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Resolution No. 2025-58 | School Zone Speed Detection System Agreement Amendment
Page No. 4

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: December 1, 2025

FROM: Denise Malone, AICP, Development and Neighborhood Services Director

SUBJECT: **Ordinance 2025-06 – ZTA-25-03 – Second Reading**
Impervious/Pervious Surfaces & Driveways

BACKGROUND

The City-initiated request for a Zoning Text Amendment (ZTA) to Chapter 16 establishes clear standards for impervious and pervious surfaces, and driveway requirements for residential properties. The proposed text amendment addresses ongoing concerns associated with excessive impervious surface coverage on residential lots and the increased potential for flooding. Currently, the City has established policies and standards regarding impervious surfaces, driveways, and drainage; however, the lack of clear codified standards has resulted in the need to codify these policies and standards in the Zoning Regulations to ensure predictability for homeowners and protect the City from stormwater impacts.

The Development Review Committee has reviewed this proposed amendment and recommended approval, followed by the Planning and Zoning Board, which recommended approval to the Council by a vote of 4-0 at their meeting on October 9, 2025. The City Council voted five (5) to zero (0) to approve Ordinance No. 2025-06 on First Reading at its November 3, 2025, meeting.

ANALYSIS

The proposed amendment clarifies definitions and provides for impervious surface, pervious yard, and driveway standards to align the Zoning Code with the City's drainage requirements in Section 12-58 of the Code of Ordinances, parking regulations, and City policy. The amendment also supports the goals, objectives, and policies of the City's Comprehensive Plan as it relates to sustainability, environmental responsibility, and aesthetic character.

FINANCIAL INFORMATION

N/A.

LEGAL

Ordinance 2025-06 was prepared in accordance with all applicable state statutes and City Code requirements and has been reviewed for legal sufficiency.

STAFF RECOMMENDATION

Approval of ZTA 25-03 through the adoption of Ordinance 2025-06.

ORDINANCE NO. 2025-06

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING CHAPTER 16, ZONING REGULATIONS, ARTICLE I, IN GENERAL; ARTICLE III, DISTRICT REGULATIONS; ARTICLE IV, SUPPLEMENTAL DISTRICT REGULATIONS; AND ARTICLE VII, LANDSCAPING, TO REVISE DEFINITIONS, STANDARDS RELATED TO IMPERVIOUS AND PERVIOUS SURFACES, AND DRIVEWAY REQUIREMENTS FOR RESIDENTIAL PROPERTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Greenacres City Council (the “City Council”), as the governing body of the City of Greenacres (the “City”), pursuant to the authority vested in Chapter 163 and Chapter 166, Florida Statutes, is authorized and empowered to consider changes to its Land Development Regulations (the “Zoning Code”); and

WHEREAS, the City Council finds it periodically necessary to amend the Zoning Code to ensure consistency with the goals, policies and objectives of the Comprehensive Plan, address regulatory clarity, and to accommodate evolving community needs in the City; and

WHEREAS, the City has identified increasing concerns with excessive impervious surface coverage on residential lots; and

WHEREAS, Section 12-58 of the City’s Code of Ordinances requires all properties to provide on-site drainage and legal positive outfall to manage stormwater runoff; and in February 2022, the City also adopted a policy limiting residential driveways and requiring engineering certification for expansions, which has since guided permit review and demonstrated a need for clear codified standards; and

WHEREAS, without clear provisions in the Zoning Code regarding pervious and impervious surfaces, and driveway requirements for residential properties, residential areas are at greater risk of flooding and additional permitting delays; and

WHEREAS, the Ordinance clarifies definitions and provides impervious surface, pervious yard, and driveway standards for residential properties to align the Zoning Code with existing drainage requirements, parking regulations, and City policy; and

WHEREAS, the Ordinance will ensure predictability for homeowners and protects the City's infrastructure and neighborhoods from stormwater impacts; and

WHEREAS, the Planning and Zoning Board held a duly advertised public hearing on October 9, 2025, and has considered the proposed amendment for compliance with the staff findings relevant to the criteria for a Zoning Text Amendment as detailed in the Development and Neighborhood Services Staff Report and Recommendation, labeled Exhibit "A", revised on October 24, 2025, and it has been determined, in accordance with said Exhibit "A", that the proposed amendments to the City's Code of Ordinances are appropriate; and

WHEREAS, the City Council finds that this Ordinance is necessary for the preservation of the public health, safety and welfare of the City's residents; and

WHEREAS, the City Council deems approval of this Ordinance to be in the best interest of the residents and citizens of the City of Greenacres.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

SECTION 1. Chapter 16, Zoning Regulations, Article I, In General, of the City of Greenacres Code of Ordinances, is hereby amended as follows (additions are indicated by underlining and deletions are indicated by strikethrough):

Section 16-1. Definitions.

[The following definitions shall be placed within the list of definitions in alphabetical order. All other text to remain as-is and are omitted for brevity.]

Building area coverage shall mean the total of all roofed or undercover areas of the principal and accessory buildings.

Impervious surface shall mean ~~those any surfaces which do not absorb water. They consist of all buildings, parking areas, driveways, roads, sidewalks and any areas of concrete or asphalt.~~ incapable of being penetrated by water under normal circumstances. These surfaces include but are not limited to roofs, areas paved or covered with concrete, asphalt, synthetic material, or other similar materials, etc.

~~Lot coverage~~ shall mean ~~that portion of the area of a lot, expressed as a percentage, occupied by all buildings or structures which are roofed or otherwise covered.~~

Pervious surface shall mean any surface maintained in its natural state or not covered by impervious surface.

Synthetic turf shall mean a manufactured product that resembles natural grass and is used as a surface for landscaping and recreational areas.

SECTION 2. Chapter 16, Zoning Regulations, Article III, District Regulations, of the City of Greenacres Code of Ordinances, is hereby amended as follows (additions are indicated by underlining and deletions are indicated by strikethrough):

[Sections 16-251 through 16-260 have been omitted for brevity.]

Section 16-261. Maximum ~~lot~~ building coverage and impervious surface area requirements.

(a) The following shall be the maximum ~~lot~~ building coverage by all buildings in the agricultural residential (AR) district shall be as follows:

- (1) Permitted principal and accessory uses, twenty-five (25) percent.
- (2) Other permissible uses including accessory building, twenty (20) percent.

(b) The maximum impervious surface area requirements shall be as follows:

- (1) The overall maximum impervious surface area shall not exceed forty (40) percent.

- (2) For the front yard, the maximum impervious surface area shall not exceed forty (40) percent.

[Sections 16-262 through 16-277 have been omitted for brevity.]

Section 16-278. Maximum ~~lot~~ building coverage and impervious surface area requirements.

- (a) The following shall be the maximum ~~lot~~ building coverage by all buildings in the residential estate (RE) district shall be as follows:

- (1) Permitted principal and accessory uses, twenty-five (25) percent.
- (2) Other permissible uses including accessory building, twenty (20) percent.

- (b) The maximum impervious surface area requirements shall be as follows:

- (1) The overall maximum impervious surface area shall not exceed forty (40) percent.
- (2) For the front yard, the maximum impervious surface area shall not exceed forty (40) percent.

[Section 16-279 through 16-282 have been omitted for brevity.]

Section 16-283. ~~Reserved.~~

~~Sections 16-284—16-300. Reserved.~~

[Section 16-301 through 16-307 have been omitted for brevity.]

Section 16-308. Maximum ~~lot~~ building coverage and impervious surface area requirements.

- (a) The following shall be the maximum ~~lot~~ building coverage by all buildings in the residential low (RL) district shall be as follows:

- (1) Single-family dwellings and their accessory buildings:
 - a. RL-1: Thirty (30) percent.
 - b. RL-2: Thirty (30) percent.
 - c. RL-3: Thirty-five (35) percent.
- (2) Other permissible uses including accessory building, thirty (30) percent.

- (b) The maximum impervious surface area requirements shall be as follows:

- (1) The overall maximum impervious surface area shall not exceed sixty (60) percent.
- (2) For the front yard, the maximum impervious surface area shall not exceed sixty (60) percent.

[Section 16-309 has been omitted for brevity.]

Section 16-310. Height restriction.

The maximum height of all buildings and structures in the residential low density (~~RE~~) (RL) district shall be thirty-five (35) feet.

[Sections 16-311 through 16-312 have been omitted for brevity.]

Section 16-313. ~~Reserved.~~

~~Sections 16-314—16-330. Reserved.~~

[Sections 16-331 through 16-337 have been omitted for brevity.]

Section 16-338. Maximum ~~lot~~ building coverage and impervious surface area requirements.

(a) The following shall be the maximum lot building coverage by all buildings in the residential medium density (RM) district shall be as follows:

- (1) Single-family dwellings and their accessory buildings:
 - a. RM-1: Thirty-five (35) percent.
 - b. RM-2: Thirty-five (35) percent.
- (2) Two-family dwellings, townhouses, cluster developments and their accessory buildings:
 - a. RM-1: Thirty-five (35) percent.
 - b. RM-2: Thirty-five (35) percent.
- (3) Multiple-family dwellings and their accessory buildings:
 - a. RM-1: Thirty-five (35) percent.
 - b. RM-2: Thirty-five (35) percent.
- (4) Other permitted or permissible uses and structures and their accessory buildings:
 - a. RM-1: Thirty (30) percent.
 - b. RM-2: Thirty (30) percent.

(b) The maximum impervious surface area requirements shall be as follows:

- (1) For properties with single- and two-family dwellings, the overall maximum impervious surface area shall not exceed sixty (60) percent.
- (2) For the front yard of all single- and two-family properties, the maximum impervious surface area shall not exceed sixty (60) percent.
- (3) For properties with townhouses, the overall maximum impervious surface area shall not exceed eighty-five (85) percent.

[Sections 16-339 through 16-342 have been omitted for brevity.]

~~Section 16-343. Reserved.~~

~~Sections 16-344—16-360. Reserved.~~

[Sections 16-361 through 16-367 have been omitted for brevity.]

Section 16-368. Maximum lot building coverage and impervious surface area requirements.

(a) The following shall be the maximum lot building coverage by all buildings in the residential high density (RM) district shall be as follows:

- (1) Single- and two-family dwellings, townhouses, cluster development and their accessory buildings, thirty-five (35) percent.
- (2) Multiple-family dwellings, thirty-five (35) percent.
- (3) Other permitted or permissible uses and structures including accessory buildings thirty (30) percent.

(b) The maximum impervious surface area requirements shall be as follows:

- (1) For properties with single- and two-family dwellings, the overall maximum impervious surface area shall not exceed sixty (60) percent.
- (2) For the front yard of all single- and two-family properties, the maximum impervious surface area shall not exceed sixty (60) percent.
- (3) For properties with townhouses, the overall maximum impervious surface area shall not exceed eighty-five (85) percent.

[Sections 16-369 through 16-372 have been omitted for brevity.]

~~Section 16-373. Reserved.~~

~~Sections 16-374—16-390. Reserved.~~

[Sections 16-391 through 16-427 have been omitted for brevity.]

Section 16-428. Maximum lot building coverage/ and floor-area-ratio (FAR).

The maximum lot building coverage for all buildings in the office, professional and institutional (OPI) district shall be twenty-five (25) percent. The maximum FAR shall be 0.35.

[Sections 16-429 through 16-431 have been omitted for brevity.]

~~Section 16-432. Reserved.~~

~~Sections 16-433—16-445. Reserved.~~

[Sections 16-446 through 16-452 have been omitted for brevity.]

Section 16-453. Maximum lot building coverage/ and floor-area-ratio (FAR).

The maximum lot building coverage for all buildings in the commercial neighborhood (CN) district shall be twenty (20) percent. The maximum FAR shall be 0.30.

[Sections 16-454 through 16-477 have been omitted for brevity.]

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Section 16-478. Maximum ~~lot~~ building coverage/ and floor-area-ratio (FAR).

The maximum ~~lot~~ building coverage for all buildings in the commercial general (CG) district shall be thirty (30) percent. The maximum FAR shall be 0.35.

[Sections 16-479 through 16-502 have been omitted for brevity.]

Section 16-503. Maximum ~~lot~~ building coverage/ and floor-area-ratio (FAR).

The maximum ~~lot~~ building coverage for all buildings in the commercial intensive (CI) district shall be thirty (30) percent. The maximum FAR shall be 0.35.

[Sections 16-504 through 16-531 have been omitted for brevity.]

Section 16-532. Maximum ~~lot~~ building coverage/ and floor-area-ratio (FAR).

(4) The maximum ~~lot~~ building coverage for all buildings in the government use (GU) district shall be subject to staff review and determination on the basis of good planning and design and published safety standards. The maximum FAR shall not exceed a range from 0.10 to 0.35, with the actual maximum FAR for a particular property to be determined during the site plan approval process on the basis of compatibility with adjacent land uses, service capacity availability, current and future traffic capacity (~~Year 2020, etc. MPO Model~~) and safety.

[Sections 16-533 through 16-548 have been omitted for brevity.]

Section 16-549. Maximum ~~lot~~ building coverage/ and floor-area-ratio (FAR).

The maximum ~~lot~~ building coverage for all buildings in the in the mixed use development districts MXD-R and MXD-C are as follows:

<u>Table 16-549: Building Coverage and Floor-Area-Ratio (FAR)</u>		
(1) Residential uses:		
	<u>Building Coverage</u>	<u>FAR</u>
MXD-R	35%	-
MXD-C	35%	-
(2) Commercial uses:		
	<u>Building Coverage</u>	<u>FAR</u>
MXD-R	Lot Coverage 20%	Maximum FAR 0.20;
MXD-C	Lot Coverage 15%	Maximum FAR 0.25;
(3) Other permitted or permissible accessory uses and structures:		
	<u>Building Coverage</u>	<u>FAR</u>
MXD-R	Lot Coverage 15%;	Maximum FAR 0.15;
MXD-C	Lot Coverage 10%;	Maximum FAR 0.10;

[Sections 16-550 through 16-562 have been omitted for brevity.]

Section 16-563. Maximum residential density and commercial intensity.

The intent of the MXD-O district is to provide an incremental scale of development options based on acreage. This district recognizes that it is in the best interest of the city and sound planning principles to provide incentives to encourage consolidation of smaller

parcels. The maximum residential density and commercial intensity in the MXD-O mixed development district shall be based on the following minimum lot sizes:

Table 16-563: Residential Density and Commercial Intensity			
Development Area	Residential Density	Nonresidential	
		Lot Building Coverage	FAR
1-2.99 acres	4 dwelling units/acre	22%	0.25
3-3.99 acres	5 dwelling units/acre	26%	0.30
Greater than 4 acres	6 dwelling units/acre	30%	0.35

All development under the MXD-O district must be exclusively nonresidential (i.e. commercial only") or must be a combination of residential and nonresidential components (i.e. "mixed use"). For the residential component, a minimum of fifty (50) percent of any residential units proposed as apartments shall be integrated into the commercial structures. Exclusively residential projects are not allowed.

[Sections 16-564 through 16-578 have been omitted for brevity.]

Section 16-579. Maximum residential density and commercial intensity.

The intent of the MXD-OS district is to provide an incremental scale of development based on the square footage of the project site. This district recognizes that it is in the best interest of the city and sound planning principles to provide incentives to encourage consolidation of smaller parcels. The intent of the MXD-OS district is also to provide for an integrated mixture of commercial, office and residential uses. The maximum commercial intensity in the MXD-OS district shall be based on the site area ranges shown in Table 16-579.

Table 16-579: Maximum Lot Building Coverage and Floor-Area-Ratio (FAR)		
Site Area (Square Feet)	Lot Building Coverage	FAR
13,000 to 25,999	20%	0.30
26,000 to 38,999	24%	0.32
39,000 to 51,999	26%	0.33
52,000 to 69,999	28%	0.34
70,000 or more	30%	0.35

The maximum residential density shall be calculated as one (1) dwelling unit per lot platted October 27, 1925 for lots depicted on Greenacres Plat 2 and December 31, 1928 for lots depicted on Greenacres Plat 2 Replat, or six (6) dwelling units per net acre, whichever is greater. Residential density and commercial intensity may both be developed on a property, subject to the maximum ~~lot~~ building coverage and floor area ratio of Table 16-579. Residential uses are subject to the restrictions of Table 16-575, Note 1.

[Sections 16-580 through 16-605 have been omitted for brevity.]

SECTION 3. Chapter 16, Zoning Regulations, Article IV, Supplementary District

Regulations, Division 2, Area and Height Limitations, of the City of Greenacres Code of Ordinances, is hereby amended as follows (additions are indicated by underscoring and deletions are indicated by strikeout):

Section 16-630. Yards.

[Section 16-630(a) has been omitted for brevity.]

- (b) ~~Porches.~~ A porch ~~open on only one (1) side and~~ having a roof shall be considered a part of the building for the determination of ~~lot~~ building coverage and zoning setbacks.
- (c) ~~Pools, terraces, and patios/decks.~~ A pool, terrace or patio/deck shall not be considered in the determination of yard sizes or lot coverage provided that such area is unroofed and without walls or parapets or other forms of enclosure. Such areas ~~A pool, terrace or patio/deck~~ shall not project into any yard to a point closer than five (5) feet from any lot line. In no instance shall there be less than five (5) feet of pervious area sodded or otherwise landscaped with plant material between the pool, terrace or patio/deck and the property line(s). However, when located within a zero lot line development a patio may extend up to the subject property's zero side property line provided a six-foot high solid opaque fence and/or wall is constructed on the zero lot line and it does not conflict with a previously approved development order. Townhouse developments with approved site plans providing specific yard requirements are exempt from this sub-section.

[Sections 16-630(d) through 16-630(f) have been omitted for brevity.]

- (g) ~~Residential Driveways.~~ Residential ~~D~~driveways shall comply with the following side-setback requirements:
 - (1) ~~In the original section of the city (aka Greenacres Plat 2 and Greenacres Plat 2 Replat), Lake Worth Hills, Palm Beach Villas I and Villa Del Trio, the driveway must be set back a minimum of two (2) feet from the side property line. Where a property contains or is proposing a two-foot setback on one (1) side, the opposite side shall maintain a minimum five-foot setback. In no case shall a driveway setback be two (2) feet on both sides of the property.~~
 - (2) ~~In Chickasaw Manor, the driveway must be set back a minimum of one (1) foot on the garage side of the house and a minimum of five (5) feet on the other side of the house.~~
 - (3) ~~In zero lot line developments, the driveway may be closer than five (5) feet to the side property line only if the garage is on the zero lot line or if the lot was originally approved with a driveway closer than five (5) feet. Otherwise, a five-foot setback must be provided.~~

- ~~(4) In all other developments, the driveway must be set back a minimum of five (5) feet from the side property lines.~~
- (1) Single- and two-family dwellings, and townhouses, access shall be limited to one (1) driveway.
- (2) A semi-circular driveway is permitted on lots with a minimum width of 100-feet for all single- and two-family dwellings. For corner lots, one (1) access point may be permitted along each abutting street frontage.
- (3) The maximum cumulative width for all driveways shall not exceed thirty (30) feet.
- (4) All single- and two-family dwellings shall maintain the following minimum setbacks for driveways:
 - a. Interior side lot line: five (5) feet.
 - b. Corner side lot line: fifteen (15) feet.
- (5) All individual townhouse lots, the driveway shall maintain a minimum one (1) foot setback from the side property lines.
- (6) In zero lot line developments, the driveway shall maintain a minimum two (2) foot setback from the zero-lot line side. Otherwise, a five (5) foot setback must be provided.
- (7) All driveway connections to roads under state or county jurisdiction shall comply with all applicable city, state, and county standards.
- (8) All driveways shall not be located within the sight visibility triangle.
- (9) In all instances the required yard setback shall be sodded or otherwise landscaped pervious area.

[Section 16-630(h) has been omitted for brevity.]

SECTION 4. Chapter 16, Zoning Regulations, Article VII, Landscaping, Division 3, Standards, of the City of Greenacres Code of Ordinances, is hereby amended as follows (additions are indicated by underscoring and deletions are indicated by strikeout):

[Sections 16-1286 through 16-1287 have been omitted for brevity.]

Section 16-1288. Interior landscape requirements for residential developments and districts.

In addition to the required perimeter plantings stated in section 16-1286, all ~~interior~~ residential parcels and uses for residential developments shall provide the following:

- (1) A minimum of one (1) tree and three (3) shrubs shall be installed or preserved per one thousand five hundred (1,500) square feet of area per residential parcel. A minimum of one (1) tree, or equivalent grouping of palms, of the cumulative tree requirement shall be planted within the front yard.

[Sections 16-1288(2) through 16-1288(5) have been omitted for brevity.]

- (6) All ~~interior~~ landscaped areas not dedicated to trees or to preservation of existing vegetation shall be landscaped with ground cover, shrubs, grass, or other

appropriate landscape treatment. Non-living materials, such as rocks and pebbles, excluding synthetic turf, may be incorporated, provided they do not exceed ten (10) percent of the total landscape area.

(7) Synthetic turf that complies with Florida Department of Environmental Protection (DEP) standards adopted pursuant to Section 125.572, Florida Statutes, as amended, may be installed on single family residential properties that are one (1) acre or less in size.

~~(7)~~ Single family subdivisions containing roadway easements for access in lieu of platted roadway tracts shall not have said easement considered as part of the lot area when calculating the minimum landscape requirements. This applies to the following subdivisions:

- a. Buttonwood.
- b. Buttonwood West (aka Buttonwood Plat 2).
- c. Lucerne Homes East.
- d. Mil-Lake Estates Plat 1 (aka Mil Lake Court, Mil Pond Court, Mil Stream Court).
- e. Mil-Lake Estates Addition No. 1 (aka Mil Race Court).
- f. Mil Lake Estates Plat 3 (aka Mil Run Court).
- g. Sunland Estates.

[Section 16-1292 has been omitted for brevity.]

Section 16-1293. Tree dedication requirement.

All new commercial developments approved in the city shall participate in the city's Tree Dedication Program. One (1) Florida Grade #1 container grown Live Oak tree with minimum dimensions of twelve (12) feet in height; two (2) inches in diameter trunk at four (4) feet, and with a five-foot spread shall be dedicated at a rate one (1) tree per one thousand (1,000) square feet of building ~~area~~ coverage or a fraction thereof.

SECTION 5. Amending Related Code Sections. The Chapter 16 Zoning Regulations of the City's Code of Ordinances is hereby amended to update all references to "lot coverage" to "building coverage" throughout the Chapter to ensure consistency with the amended definition herein establishing "building coverage" as the applicable regulatory standard.

SECTION 6. Repeal of Conflicting Ordinances. All other ordinances or parts thereof or parts of the Code conflicting or inconsistent with this ordinance are hereby cancelled, repealed or revised to be consistent with provisions and elements of this Ordinance.

SECTION 7. Severability. If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings of invalidity shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

SECTION 8. Inclusion in the Code. It is the intention of the City Council, entered as hereby ordained, that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Greenacres, Florida; that the Section(s) of this Ordinance may be renumbered or re-lettered to accomplish such intention, and that the word "Ordinance" may be changed to "Section", "Article" or another word.

SECTION 9. Effective Date. The provisions of this Ordinance shall become effective immediately upon adoption.

Passed on the first reading this 3rd day of November, 2025.

PASSED AND ADOPTED on the second reading this ____ day of _____, 2025.

Chuck Shaw, Mayor
Attest:

Quintella Moorer, City Clerk

Voted: _____
Susy Diaz, Deputy Mayor, *District IV*

Voted: _____
John Tharp, Council Member, *District I*

Voted: _____
Peter Noble, Council Member, *District II*

Voted: _____
Judith Dugo, Council Member, *District III*

Voted: _____
Elisa Leheny, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: December 1, 2025

FROM: Denise Malone, AICP, Development and Neighborhood Services Director

SUBJECT: **Ordinance 2025-14 – ZTA-25-06 – First Reading**
Reasonable Accommodations

BACKGROUND

The City-initiated request for a Zoning Text Amendment (ZTA) to Chapter 16 establishes a process and procedures for the review and approval of reasonable accommodation requests, including those for certified recovery residences, in accordance with State Law.

In 2025, the Florida Legislature amended Section 397.487, Florida Statutes, requiring local governments to adopt an ordinance to establish a process and procedures for applicants seeking reasonable accommodations from land use regulations for certified recovery residences. The statute requires a 30-day completeness review of applications, a 60-day timeframe to issue a final written determination once an application is deemed complete, a deemed-approved provision if no timely decision is issued, and also limits public hearings to the minimum necessary to grant the accommodation. The proposed amendment incorporates these statutory requirements into the City's Code.

The Development Review Committee has reviewed this proposed amendment and recommended approval, followed by the Planning and Zoning Board, which recommended approval by a vote of 5-0 at their meeting on November 13, 2025.

ANALYSIS

The proposed amendment is consistent with the requirements of the State Statute, the Fair Housing Amendments Act (FHA), and the Americans with Disabilities Act (ADA) to ensure equal housing for persons with disabilities. The amendment simplifies administration, protects the City from potential liability, and strengthens consistency in how the City manages reasonable accommodation requests, ensuring alignment with Section 397.487, Florida Statutes.

FINANCIAL INFORMATION

N/A.

LEGAL

Ordinance 2025-14 was prepared in accordance with all applicable state statutes and City Code requirements and has been reviewed for legal sufficiency.

STAFF RECOMMENDATION

Approval of ZTA-25-06 through the adoption of Ordinance 2025-14.

ORDINANCE NO. 2025-14

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING CHAPTER 16, ZONING REGULATIONS, ARTICLE IV, SUPPLEMENTARY DISTRICT REGULATIONS, DIVISION 1, GENERALLY, ESTABLISHING THE PROCESS AND PROCEDURES FOR THE REVIEW AND APPROVAL OF REASONABLE ACCOMODATION REQUESTS, INCLUDING CERTIFIED RECOVERY RESIDENCES; PROVIDING A PROCESS FOR REASONABLE ACCOMMODATION REQUESTS FOR PERSONS WITH DISABILITIES AS PROVIDED BY THE FAIR HOUSING ACT, THE AMERICANS WITH DISABILITIES ACT AND OTHER STATE AND FEDERAL REGULATIONS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Greenacres City Council (the “City Council”), as the governing body of the City of Greenacres (the “City”), pursuant to the authority vested in Chapter 163 and Chapter 166, Florida Statutes, is authorized and empowered to consider changes to its Land Development Regulations (the “Zoning Code”); and

WHEREAS, Pursuant to Section 397.487(15)(a), Florida Statutes, all counties and municipalities shall adopt an ordinance establishing the process and procedures for the review and approval reasonable accommodation requests, including certified recovery residences by January 1, 2026; and

WHEREAS, the process and procedures for the review and approval for reasonable accommodation requests must also be consistent with the Fair Housing Amendments Act (FHA) and the Americans with Disabilities Act (ADA) to ensure equal housing for persons with disabilities; and

WHEREAS, the purpose of this Ordinance is to establish the process and procedures for the review and approval of reasonable accommodation requests, including

certified recovery residences, for consistency with the State and all applicable Federal regulations, as required by Section 397.487(15)(a), Florida Statutes; and

WHEREAS, the Planning and Zoning Board held a duly advertised public hearing on November 13, 2025, and has considered the proposed amendment for compliance with staff findings relevant to the criteria for a Zoning Text Amendment, as detailed in the Development and Neighborhood Services Staff Report and Recommendation, labeled Exhibit “A,” revised on November 14, 2025, and it has been determined, in accordance with said Exhibit “A”, that the proposed amendment to the City’s Code of Ordinances are appropriate; and

WHEREAS, the City Council finds that this Ordinance is necessary to strengthen consistency in how the City manages reasonable accommodation requests to ensure equal housing for persons with disabilities, and for the preservation of public health, safety and welfare of the City’s residents; and

WHEREAS, the City Council deems approval of this Ordinance to be in the best interest of the residents and citizens of the City of Greenacres.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

SECTION 1. Chapter 16, Zoning Regulations, Article IV, Supplementary District Regulations, Division 1, Generally, of the City of Greenacres Code of Ordinances, is hereby amended as follows (additions are indicated by underlining and deletions are indicated by strikethrough):

Sec. 16-614. - Reasonable Accommodations.

- (a) *Purpose and Applicability.* This section implements the city's policy for processing requests for reasonable accommodation for the establishment of certified recovery residences and in the application of the City's ordinances, rules, policies, practices, and procedures for persons with disabilities as provided by the Federal Fair Housing Amendments Act (FHA), 42 U.S.C. §3601 et seq., and Title II of the Americans with Disabilities Act (ADA), 42 U.S.C. §12131 et seq., as amended from time to time. For purposes of this section, a "disabled individual" or "disabled person" means an individual that qualifies as disabled and/or handicapped under the FHA and/or ADA; a "qualifying entity" means a licensed service provider of the State of Florida as defined by F.S. §397.311(26), as amended. Any disabled individual or qualifying entity may request reasonable accommodation from the city's land use or applicable zoning laws, rules, policies, practices and/or procedures as provided by the FHA and the ADA by applying for a reasonable accommodation in accordance with this section. All qualifying entities must provide proof of the licensable service component the qualifying entity hold pursuant to F.S. Ch. 397, as amended. All applications for a reasonable accommodation must submit proof that he/she requires a reasonable accommodation because he/she is disabled and/or handicapped under the FHA and/or ADA, including the person's legal name and documentation demonstrating that the individual qualifies under FHA/ADA.
- (b) *Application Requirements.* A request by a disabled person or individual ("applicant") for a reasonable accommodation under this section, shall be made in writing by completing an application which is available from the city's development and neighborhood services department. An application for reasonable accommodation shall, at a minimum, include:
- (1) The name, address, telephone number, and e-mail of the property owner, the applicant and, if applicable, the authorized representative;
 - (2) The applicable property information of the subject property including property address and parcel identification number; and
 - (3) A description of the accommodation requested and identification of the specific regulation(s), standard(s), or procedure(s) from which relief is sought.
 - (4) A description of why the requested accommodation is necessary. A certification stating the following: I CERTIFY UNDER PENALTY OF PERJURY THAT THE INFORMATION PROVIDED IN THIS REQUEST IS TRUE AND CORRECT. I UNDERSTAND THAT IF I KNOWINGLY PROVIDE FALSE INFORMATION WITH THIS REQUEST, MY REQUEST SHALL BECOME NULL AND VOID.
 - (5) Applicants may include any additional information they wish the city to consider; however, the city shall not require disclosure of medical records or personal information beyond what is necessary to establish eligibility under applicable federal law.
- (c) *Confidentiality of Medical Information.* If the information required to be provided by the applicant to the city, includes medical information and/or records, including

records relating to the medical condition, diagnosis or medical history of the applicant, the applicant at the time of the submission of the medical information, may request that the city treat the medical information as confidential information of the applicant. In such case, the city shall endeavor to keep the applicant's medical information confidential to the extent permitted by law. The city shall thereafter use its best efforts to provide written notice to the applicant and/or the applicant's authorized agent, attorney or representative, of any request received by the city for disclosure of the medical information or documentation which the applicant has previously requested be treated as confidential by the city. The city will cooperate with the applicant to the extent allowed by law, in actions initiated by persons or entities that challenge or oppose the city's nondisclosure of medical information or records of the applicant. However, the city shall have no obligation to defend against any other action seeking to compel the production of public records or to incur any legal or other expenses in connection therewith, and may produce the records to the extent the city determines the records are not exempt from the Public Records Act, or to comply with any judicial or administrative order without prior notice to the applicant.

- (d) *Processing.* When a reasonable accommodation request form has been completed and submitted to the development and neighborhood services department, the application shall be date-stamped and within 30 days of receipt of the application, the department shall determine whether the application is complete. If incomplete, the department must notify the applicant in writing, identifying the specific additional information required. The applicant shall be provided with no less than 30 days to submit the requested information. The review period is tolled until the city receives the additional information.

Within 60 days after the city receives a complete application, the department shall issue a final written determination to approve, approve with conditions, or deny the request.

The development and neighborhood services director or designee may:

- (1) Grant the reasonable accommodation request; or
- (2) Grant the reasonable accommodation request in part and deny the remainder, with or without conditions; or
- (3) Deny the request, in accordance with state and federal law.

The determination shall be in writing and sent to the applicant by regular mail to the address specified on the application form. If the determination is for denial, the reasons for the denial are required to be stated. The final determination shall give notice of the right and method to appeal. If the final written determination is not issued within 60 days after receipt of the completed application, the request is deemed approved unless the parties agree in writing to a reasonable extension of time.

- (e) *Evaluation Criteria.* In determining whether a reasonable accommodation request should be granted or denied, the applicant, or, if applicable, the qualifying entity, must establish that the applicant is protected under the provisions of the FHA and/or ADA

by demonstrating that the applicant is handicapped or disabled, as defined in the FHA and/or ADA. Although the definition of disability is subject to judicial interpretation, for purposes of this section, the disabled individual who is the subject of the reasonable accommodation request must show:

- (1) A physical or mental impairment which substantially limits one or more major life activities;
- (2) A record of having such impairment; and
- (3) That the disabled individual is regarded as having such impairment.

After satisfying the foregoing three criteria, the applicant must demonstrate that the proposed accommodation being sought is reasonable and necessary to afford him/her an equal opportunity to use and enjoy a dwelling.

- (f) Appeals. Whenever an applicant disagrees with the decision of the development and neighborhood services director, or designee, or any of the conditions imposed as part of the terms under which the reasonable accommodation is approved, they may elect to appeal the application to the Planning and Zoning Board within 30 days of the written decision date.
- (g) Fees. No fee shall be imposed by the development and neighborhood services department in connection with a request for reasonable accommodation under this section, or for an appeal of a decision of the development and neighborhood services director or their designee. The city shall have no liability for or legal obligation to pay an applicant's attorney's fees or costs, including the attorney's fees and costs incurred in any appeal at any appellate level.
- (h) General Provisions. The following general provisions shall be applicable:
 - (1) The city shall display a notice in the city's public notice bulletin board (and shall maintain copies available for review in the development and neighborhood services department and the city clerk's office), advising the public that disabled individuals (and qualifying entities, if applicable) may request a reasonable accommodation as provided in this section.
 - (2) A disabled individual, or if applicable a qualifying entity who has applied for a reasonable accommodation or may be represented at all stages of the reasonable accommodation process by a person designated by the disabled individual as their authorized agent, attorney, or representative. If any attorney, authorized agent, or other representative is representing the individual, or, if applicable, a qualifying entity, a written authorization designating the attorney, authorized agent, or representative shall be submitted together with the application.
 - (3) The city shall provide assistance and accommodation as is required pursuant to FHA and ADA in connection with a disabled person's request for reasonable accommodation, including without limitation, assistance with interpreting the reasonable accommodation application form and responding to the questions

contained therein, completing the form, filing an appeal, and appearing at hearings to ensure the process is accessible.

(4) A reasonable accommodation is specific to the individual with a disability and/or handicap, does not run with the land, and does not alter an individual's obligation to comply with other applicable federal, state, county, or City requirements, rules, regulations, or laws.

(i) *Revocation.* The development and neighborhood services director or their designee shall have the authority to revoke or modify a reasonable accommodation if the applicant or the property upon which the accommodation is granted is found in violation of any condition of approval, the City Code, or any applicable state or federal law or regulation, as determined by a court of law or the Special Magistrate.

SECTION 2. Amending Related Code Sections. The Chapter 16, Zoning Regulations, of the City's Code of Ordinances, is hereby amended to update all references to "Code Enforcement Division" with "Code Compliance Division" throughout the Chapter to reflect the current organization structure and ensure consistency across the Zoning Code.

SECTION 3. Repeal of Conflicting Ordinances. All other ordinances or parts thereof or parts of the Code conflicting or inconsistent with this ordinance are hereby cancelled, repealed or revised to be consistent with provisions and elements of this Ordinance.

SECTION 4. Severability. If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings of invalidity shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if

this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

SECTION 5. Inclusion in the Code. It is the intention of the City Council, entered as hereby ordained, that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Greenacres, Florida; that the Section(s) of this Ordinance may be renumbered or re-lettered to accomplish such intention, and that the word "Ordinance" may be changed to "Section", "Article" or another word.

SECTION 6. Effective Date. The provisions of this Ordinance shall become effective immediately upon adoption.

Passed on the first reading this __ day of __, 2025.

PASSED AND ADOPTED on the second reading this ____ day of _____, 2026.

Chuck Shaw, Mayor

Voted: _____

Susy Diaz, Deputy Mayor, District IV

Attest:

Quintella Moorer, City Clerk

Voted: _____

John Tharp, Council Member, District I

Voted: _____

Peter Noble, Council Member, District II

Voted: _____

Judith Dugo, Council Member, *District III*

Voted:

Elisa Leheny, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: December 1, 2025

FROM: Denise Malone, AICP, Director Development and Neighborhood Services

SUBJECT: **Resolution 2025-57 (SP-88-06AA and MSP-25-01)**
Major Site and Development Plan Amendment and Master Sign Plan for Walmart Supercenter at 6294 Forest Hill Boulevard

BACKGROUND

Jacque Pedevillano of Bowman Consulting Group Ltd., agent for the owner, Walmart Stores East, LP is requesting approval of a Major Site and Development Plan Amendment and Master Sign Plan, to expand the existing 116,978 square foot Walmart by 3,370 square feet for the expanded Online Pickup Delivery operations and to add eight (8) Electric Vehicle (EV) charging spaces.

The Development Review Committee reviewed this proposal and recommended approval, followed by the Planning and Zoning Board, which recommended approval by a vote of 5-0 at their meeting on November 13, 2025.

ANALYSIS

The request for approval of the Major Site and Development Plan Amendment (SP-88-06AA) and Master Sign Plan (MSP-25-01) includes a proposed amended Site Plan that provides for the 3,370 square foot expansion to accommodate the expanded Online Pickup Delivery (OPD) operations, along with associated site modifications and signage. The amended Site Plan introduces paved crosswalks and provides for a total of 543 parking spaces, including 18 ADA accessible spaces, 33 OPD spaces, and eight (8) EV charging spaces.

An Administrative Variance (BA-24-03) was processed to allow a 9% reduction (59 spaces) from the required 602 spaces. The proposal satisfies the applicable City Code requirements for approval of the Major Site and Development Plan Amendment, and Master Sign Plan, and Staff's findings of fact are indicated in the Staff Report with 28 conditions of approval.

FINANCIAL INFORMATION

Prior to the issuance of any Building Permits, the applicant shall be required to pay all applicable impact fees, including the City's impact fee of \$2.80 per square foot of non-residential floor area per Section 16-201, as well as the amounts due under the City's Arts in Public Places (AIPP) Program.

LEGAL

Resolution 2025-57 was prepared in accordance with all applicable State Statutes and City Code requirements. The document has been reviewed for legal sufficiency.

STAFF RECOMMENDATION

Approval of SP-88-06AA and MSP-25-01 through the adoption of Resolution 2025-57.

RESOLUTION NO. 2025-57

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING AN APPLICATION FOR MAJOR SITE AND DEVELOPMENT AMENDMENT INCLUDING A MASTER SIGN PLAN TO EXPAND THE EXISTING ONLINE PICKUP DELIVERY OPERATIONS BY 3,378 SQUARE FEET AND ADD EIGHT (8) ELECTRIC VEHICLE CHARGING SPACES, WITHIN THE COMMERCIAL INTENSIVE (CI) ZONING DISTRICT, APPROXIMATELY 620 FEET EAST OF THE INTERSECTION OF FOREST HILL BOULEVARD AND JOG ROAD, ON THE SOUTH SIDE OF FOREST HILL BOULEVARD AT 6294 FOREST HILL BOULEVARD, AS REQUESTED BY THE APPLICANT, JACQUIE PEDEVILLANO OF BOWMAN CONSULTING GROUP LTD., AGENT FOR THE OWNER, WALMART STORES EAST, LP.; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Applicant, Jacquie Pedevillano of Bowman Consulting Group Ltd., as agent for the property owner, Walmart Stores East, LP., has submitted an application for the approval of a Major Site and Development Plan Amendment, and associated Master Sign Plan, to expand the existing 116,978 square foot Walmart Supercenter, located at 6294 Forest Hill Boulevard, by 3,370 square feet to accommodate the expansion of the Online Pickup Delivery (OPD) operations and add eight (8) Electric Vehicle (EV) charging spaces; and

WHEREAS, the applicant presented this matter to the Development Review Committee of the City of Greenacres which provided comments to the Planning, Engineering, and GIS Division which, in turn, recommended approval of the Major Site and Development Plan Amendment, and associated Master Sign Plan, to expand the existing 116,978 square foot Walmart Supercenter by 3,370 square feet to accommodate the expansion of the OPD operations and add eight (8) EV charging spaces, with the conditions identified herein; and

WHEREAS, the Planning and Zoning Board held a public hearing on November 13, 2025, reviewed the applicant's request, and made a recommendation on the applications with a vote of 5 to 0; and

WHEREAS, this matter has been presented to the City Council for final approval, and the Council has voted to approve the Major Site and Development Plan Amendment, and associated Master Sign Plan, to expand the existing 116,978 square foot Walmart Supercenter by 3,370 square feet to accommodate the expansion of the OPD operations and add eight (8) EV charging spaces, subject to the conditions of approval and Staff's recommendation at the December 1, 2025, Public Hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

SECTION 1. The Application, the Major Site and Development Plan Amendment (SP-88-06AA), and associated Master Sign Plan (MSP-25-01), to expand the existing 116,978 square foot Walmart Supercenter by 3,370 square feet to accommodate the expansion of the OPD operations and add eight (8) EV charging spaces is hereby APPROVED, subject to the conditions of approval contained herein, which are in addition to the general requirements otherwise provided by resolution for real property as follows:

Legal Description

PCN: 18-42-44-10-17-001-0000

WAL-MART TR A

CONTAINING A TOTAL OF 13.32 ACRES MORE OR LESS.



Subject site outlined in red line

SECTION 2. All resolutions in conflict herewith are hereby repealed.

SECTION 3. This resolution shall be effective upon its adoption subject to the following

conditions, which shall be responsibility of and binding upon the Applicant, its successors, or assigns:

1. The most stringent requirements of the Development and Neighborhood Services Staff Report and Recommendation Exhibit "A" dated November 6, 2025, and strict compliance with the Site and Development Plans stamped approved by the City of Greenacres on October 27, 2025, and listed below, which are attached hereto and made part hereof as Exhibit "B". (Planning)
 - A. SP-88-06AA Walmart's (Forest Hill Blvd) **Site Plan**, Sheets C1.0 through C1.2, received by DNS on October 27, 2025, and prepared by BEH of Bowman Consulting Group
 - B. SP-88-06AA Walmart's (Forest Hill Blvd) **Landscape Plan**, Sheets LP-1 through TD-5, received by DNS on October 27, 2025, and prepared by Jennifer N. Miller of Bowman Consulting Group
 - C. SP-88-06AA Walmart's (Forest Hill Blvd) **Irrigation Plan**, Sheets LI-1 through LI-4, received by DNS on October 27, 2025, and prepared by BEH of Bowman Consulting Group
 - D. SP-88-06AA Walmart's (Forest Hill Blvd) **Photometric Plan**, Sheet 1, received by DNS on October 27, 2025, and prepared by Joshua Watkins of Current
 - E. SP-88-06AA Walmart's (Forest Hill Blvd) **Architectural Plan**, Sheets A2 through A2.1, received by DNS on August 8, 2025, and prepared by CG of Bowman Consulting Group
 - F. SP-88-06AA Walmart's (Forest Hill Blvd) **Master Sign Plan**, Sheets MSP-1 through MSP-15, received by DNS on August 8, 2025, and prepared by Cuhachi Peterson
 - G. SP-88-06AA Walmart's (Forest Hill Blvd) **Civil/Engineering Plan**, Sheets C2.0 through D7.0, received by DNS on October 27, 2025, and prepared by BEH of Bowman Consulting Group
2. All conditions of approval in SP-88-06 and all subsequent amendments shall remain in full force and effect, unless explicitly modified by a subsequent City approval. For ease of reference and enforcement, these conditions are included below with the original approval identified. (Planning)
3. The project shall be required to pay the City's Arts in Public Places (AIPP) public art fee if the total construction costs is \$250,000 or greater, in accordance with Section 16-661 of the City's Code of Ordinances. If applicable, the public art fee shall be equal to one (1) percent of the total construction costs of the project. The contribution shall be placed in the City's public art fund, and the contributor shall have no input in the use of such funds. The contribution shall be divided into two (2) payments as follows (Planning):
 - A. Prior to Building Permit Issuance: The developer shall submit to the Building Division/Finance Department a preliminary certification of the total construction costs. This preliminary certification shall be used to calculate the developer's initial payment of 30 percent of the contribution. The developer shall make this initial payment to the Building Division/Finance Department prior to the issuance of any building permit.

- B. Prior to Issuance of the Final Certificate of Occupancy: The developer shall submit to the Building Division/Finance Department a final certification of the total construction costs. This final certification shall be used to calculate the outstanding portion of the contribution. The developer shall pay the outstanding portion of the contribution prior to the issuance of the final Certificate of Occupancy for the project.
4. The project shall be required to pay the City's impact fee of \$2.80 per square foot of new gross non-residential floor area per Code Section 16-201(2). The amount of **\$9,436** shall be paid prior to the issuance of any Building Permits. (Planning, Engineering, and Building) (*SP-88-06U*)
 5. The project shall participate in the City Tree Dedication Program per Code Section 16-1293; prior to the issuance of any Building Permits. One (1) tree shall be donated per 1,000 sq. ft. of building area or fraction thereof, therefore **four (4) Live Oaks trees or equivalent in lieu of payment** shall be donated to the City subject to the following specification: Live Oak, Florida Grade #1 container grown tree; at a minimum height of 12 feet; two (2) inch diameter trunk at four (4) feet; and with a minimum five (5) foot spread at installation. (Planning and Building) (*SP-88-06G*)
 6. Permits from the South Florida Water Management District (SFWMD), Lake Worth Drainage District (LWDD), and Palm Beach County Land Development, as required, for the stormwater management system must be obtained prior to the issuance of an Engineering Permit. (Engineering and Building) (*SP-88-06U*)
 7. Complete drainage calculations addressing water quality and quantity in accordance with the requirements of SFWMD must be submitted for review along with complete paving and drainage construction plans and subsurface investigation with percolation test prior to the issuance of building permits. (Engineering and Building) (*SP-88-06S*)
 8. Permits from the Health Department for modifications to the water and sewer system must be obtained prior to the issuance of an Engineering Permit. (Engineering) (*SP-88-06U*)
 9. An Engineering Permit, issued by the City of Greenacres, is required prior to any sitework or construction activities outside of the proposed structure and work related to development improvements taking place. The Engineering Permit must be closed-out before any Certificates of Occupancy (C.O.) are issued for any buildings or structures. No Engineering Permit shall be issued for construction or work until an approved cost estimate and a bond for all sitework has been posted. Once site work is complete, a maintenance bond will be required prior to the close-out of the engineering permit. (Engineering)
 10. Upon completion of all required improvements, the developer/property owner shall direct the civil engineer of record to prepare as-built drawings for all project plans and submit the project baseline data for all relevant layers to the Development & Neighborhood Services Department. The data must be provided in one of the following formats: (a) AutoCAD DXF, (b) GIS shapefile (comprising the ESRI extensions .shp, .shx, and .dbf), or (c) Geodatabase (with the ESRI .gdb extension). The timeline for submitting the as-built plans will be determined by the City Engineer, and submission must occur prior to the acceptance of improvements and the release of the bond for sitework. (Planning and Engineering)

11. No outdoor speakers shall be permitted. (Planning and Building) (*SP-88-06U*)
12. A bicycle rack, sized to accommodate a minimum of six (6) bicycles, shall be provided at the entry to the building. (Planning) (*SP-88-06U*)
13. The City of Greenacres bus shelter within the 10' x 30' easement on Forest Hill Boulevard shall remain the permanent maintenance obligation of the property owner including the removal of any trash, garbage, debris, or other waste material, upkeep of all landscaping, electricity for the shelter security light, and keeping the easement and overall site free of dangerous conditions. (Planning and Building) (*SP-88-06U*)
14. No outside storage or sales of materials or products is permitted on site unless a Temporary Use Permit is issued by the City's Development and Neighborhood Department. (Planning) (*SP-88-06*)
15. In accordance with the requirements of the National Pollution Discharge Elimination System (NPDES), best management practices shall be used to control runoff from construction activities. An NPDES Permit shall be provided to the City prior to the issuance of building permits. (Planning, Engineering, Building and Public Works) (*SP-88-06S*)
16. Utilities shall be provided underground and sufficient in size to properly serve the site. Appurtenances to these systems which require above-ground installation must be effectively screened from view. If it is determined by the City that the screening does not effectively mitigate the impact, additional screening may be required. (Planning, Engineering, and Building) (*SP-88-06U*)
17. All utilities and services to the site shall be provided by entities holding valid franchise agreements with the City. (Engineering and Building) (*SP-88-06U*)
18. All roof top mechanical equipment shall be screened from view and be consistent with the architecture of the building; no equipment shall be taller than the proposed screening. All ground mounted mechanical equipment shall be screened on all four sides; no equipment shall be taller than the proposed screening. If it is determined by the City that the screening does not effectively mitigate the impact, additional screening may be required. (Planning and Building) (*SP-88-06U*)
19. An aeration fountain should be designed into the site's retention pond. Such system should have preliminary approval by the City's Engineer. (Planning and Engineering) (*SP-88-06*)
20. Landscaping shall be maintained in perpetuity in accordance with the City's Landscaping Regulations and the approved Landscaping Plan, including specifications for plant size, number, location, and type of landscaping material. All plant life shown on an approved landscape plan shall be replaced if it dies, is seriously damaged, or removed. All plant material shall be kept reasonably free of visible signs of pests, infestation, or disease. (Planning)

21. A certified cost estimate by a Florida Registered Landscape Architect or Engineer, for the project's landscape materials, installation, irrigation and labor to establish a 1-year maintenance financial guarantee or financial security in a form acceptable to the City Attorney in the amount of 110% of the estimate shall be posted for the project's landscaping, in addition to the other bonds required for site improvements. The owner shall provide this financial guarantee or financial security before the City performs any landscape inspection or issues a Certificate of Occupancy. If project's landscaping is not maintained, the City may use the financial guarantee or financial security to maintain or replace dead or unacceptable landscape materials and irrigation components after providing written notice to the property owner. (Planning and Engineering)
- a. The project Landscape Architect shall conduct a field inspection at substantial completion of the project to verify that the landscape and irrigation installation complies with the approved plans and is healthy and flourishing before the project's 1-year maintenance financial guarantee/security period begins. The project Landscape Architect shall then submit a Certificate of Compliance letter to the City of Greenacres and request a final City inspection of the landscape installation.
 - b. The project Landscape Architect shall conduct an interim field inspection near the 6-month mark of the project's 1-year maintenance period to verify that the landscape and irrigation installation continues to comply with the approved plans and is healthy and flourishing. The project Landscape Architect shall then submit a Certificate of Compliance letter to the City of Greenacres and request an interim City re-inspection of the maintained landscaping at the 6-month mark of the maintenance financial guarantee/security period.
 - c. The project Landscape Architect shall conduct a field inspection near the completion of the project's 1-year maintenance period to verify that the landscape and irrigation installation continues to comply with the approved plans and is healthy and flourishing. The project Landscape Architect shall then submit a Certificate of Compliance letter to the City of Greenacres and request a final City re-inspection of the maintained landscaping 30 days prior to the end of the maintenance financial guarantee/security period.
 - d. Upon passing the final re-inspection, the property owner may request in writing the release and return of any remaining financial guarantee/security. If the location fails the final re-inspection, the financial guarantee/security shall not be released to the property owner. Once the property owner completes the required improvements, the financial guarantee/security shall be released. If these necessary improvements do not occur, the City may use the financial guarantee/security to maintain or replace landscape items as necessary.
22. All exterior roof surfaces shall be either rated by the Cool Roof Rating Council or labeled as an Energy Star qualified roof product and be in accordance with the Florida Building Code. This excludes portions of the roof acting as a rooftop deck, green roof, or any area of a roof utilized by photovoltaic and solar equipment. Product specifications for roofing materials must be submitted and approved as part of the roofing-related Building Permit submittals. (Planning and Building)

23. All advertisements and legal addresses on insurance policies and business correspondence shall clearly state that the project is located within the "City of Greenacres". (Planning) (*SP-88-06*)
24. The Site and Development Plan shall be revised as necessary and as otherwise noted herein to reflect all conditions of approval and re-submitted, prior to the issuance of building permits. (Planning, Engineering, and Building) (*SP-88-06U*)
25. Non-compliance with any of the conditions of approval will result in withholding of the issuance of building permits and a Certificate of Occupancy. (Planning, Engineering, and Building) (*SP-88-06S*)
26. Any site permits required and/or obtained shall be maintained in an active status with the respective permitting agency until all the work covered by the permit is satisfactorily completed, any applicable inspections passed and officially closed out with the City. (Building)
27. The conditions of approval herein shall apply to the Owner, Applicant, and their successors and assigns. Deviation from any portion of the approved Site and Development Plans or failure to comply with any requirement, condition or safeguard imposed by the City during the approval procedure shall render the Site and Development Plans approval null, void, and of no further effect upon determination by the City Council. (Planning)

28. **CITY NOTICES:**

- (1) **Development permits and orders.** As provided by subsection 166.033(6), Florida Statutes, issuance of a development permit by a municipality does not create any right on the part of an applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the municipality for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.
- (2) **No Guarantee by City.** It is specifically understood that the City is not guaranteeing the appropriateness, efficiency, quality or legality of the use or development of the Property, including but not limited to, drainage or water/sewer plans, fire safety, or quality of construction, whether or not inspected, approved, or permitted by the City.
- (3) **Indemnification.** The Owner/Developer shall indemnify and hold the City harmless from any and all claims, demands, disputes, costs, expenses, (to include attorney's fees whether or not litigation is necessary and if necessary, both at trial and on appeal), incurred by the City as a result, directly or indirectly, of the use or development of the Property, except those claims or liabilities by or arising from gross negligence or intentional acts of the City, or its employees, contractors or agents.

RESOLVED AND ADOPTED this 1st of day of December, 2025.

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District I*

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, Council Member, *District II*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Susy Diaz, *Deputy Mayor*

Voted:

Elisa Leheny, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: December 1, 2025

FROM: Monica Powery, Director of Purchasing

SUBJECT: Approval of Ordinance 2025-05 Amending the City's Procurement Code

BACKGROUND

Article VII, Finance, Division 2, Purchases and Contracts of the City of Greenacres City's Procurement Code was last updated in 2018. In an effort to create a current and comprehensive code that addresses all areas of the City's procurement, the ordinance has been updated.

ANALYSIS

Ordinance 2025-05 amends Chapter 2, Administration, Article VII, Finance, Division 2, Purchases and Contracts to provide the adoption of an updated purchasing code. The amended and new sections maintain the general purpose and organization of the purchasing function and also providing clarification. The amended code will update the City's current threshold limits, exemptions, and states the process for real property purchases.

FINANCIAL INFORMATION

N/A

LEGAL

Ordinance 2025-05 has been prepared in compliance with City Codes and Florida State Statutes.

STAFF RECOMMENDATION

Approval of Ordinance No. 2025-05 amending Chapter 2, Administration, Article VII, Finance, Division 2, Purchases and Contracts of the City Code for Purchases and Contracts on the first reading.

ORDINANCE NO. 2025-05

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VII, FINANCE, DIVISION 2, PURCHASES AND CONTRACTS, TO REVISE AND CLARIFY THE PROCUREMENT CODE AND PURCHASING PROCESSES AND FOR OTHER PURPOSES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on November 2, 2015, the City Council adopted Ordinance No. 2015-17, which created the existing Procurement Code, Sections 2-111 through 2-217 of the City of Greenacres Code of Ordinances; and

WHEREAS, on May 21, 2018, the City Council adopted Ordinance No. 2018-07, which created the existing Procurement Code, Sections 2-111 through 2-221 of the City of Greenacres Code of Ordinances; and

WHEREAS, the City seeks to revise the Procurement Code to include new purchasing processes, options, and exemptions and to clarify existing processes; and

WHEREAS, the revisions to the Procurement Code will provide some flexibility in the City's purchasing processes while maintaining fair and equitable treatment of all persons who transact business with the City; and

WHEREAS, the revisions to the Procurement Code will also promote efficient purchasing procedures for the City and continue to maximize the value of public funds; and

WHEREAS, the revisions to the Procurement Code will promote the health, safety, and welfare of the citizens of Greenacres and serves a valid public purpose.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated into this Ordinance as true and correct statements.

Section 2. Chapter 2, Administration, Article VII, Finance, Division 2, Purchases and Contracts, of the City of Greenacres Code of Ordinances is hereby amended to read as follows (additions are indicated by underscoring and deletions are indicated by ~~strikeout type~~):

Sec. 2-211. - General purpose.

The purpose of the ~~procurement~~purchasing code adopted in this division is to promote efficient procedures for the purchase of goods and services (including construction and real property), provide fair and equitable treatment of all persons who

Ordinance No. 2025-05 | Procurement Code

Page No. 2

transact business with the city and maximize the value of public funds. ~~All The procurements of goods, contractual services and construction services~~ shall be conducted through adherence to the highest standards of ethics, professionalism, and impartiality in the conduct of business transactions.

Sec. 2-212. - Organization.

- (a) The city manager shall appoint the purchasing agent. The purchasing agent, regardless of title, shall act as the principal public purchasing officer responsible for the procurement of goods and services as well as the disposal of excess or obsolete equipment and supplies.
- (b) Under the direction of the city manager, the purchasing agent shall:
 - (1) Administer the central purchasing function for the city.
 - (2) Establish and implement policies and procedures for the procurement of goods and services, and disposal of excess or obsolete equipment and supplies consistent with the provisions of this division and applicable state statutes.
 - (3) Purchase or contract for goods and services in accordance with provisions of this division.
 - (4) Maintain an inventory of commodities and supplies commonly used by the city.
 - (5) Maintain a current list of vendors that supply goods and services purchased by the city and files and records of procurement activities.
 - (6) Ensure that there exists a sufficient appropriation of funds prior to the execution of contracts or issuance of purchase orders for the procurement of goods and services.

Sec. 2-213. - Waiver of competitive selection.

The city council may waive all or specific provisions of this procurement code if the council finds that it is in the best interests of the city to do so, and that the waiver of any competitive solicitation requirements will not inure to the financial disadvantage of the city. In no case may competitive solicitation requirements be waived where said waiver would constitute a violation of state or federal law or grant requirement.

Sec. 2-214. - Procurement of goods and services.

- (a) Competitive solicitation process. Unless otherwise provided herein or by state or federal law, ~~goods and service purchases with an anticipated value in excess of thirty-five thousand dollars~~ fifty thousand dollars (\$35,000\$50,000) shall be procured through competitive solicitation processes unless an alternate source process is utilized or the city council approves a waiver as set forth in section 2-213. ~~or as set forth herein.~~ A competitive solicitation in the form of an invitation to bid, request for proposals, request for qualifications, request for information, invitation to negotiate, or

other authorized competitive solicitation process shall be made available simultaneously to all vendors, must include the time and date for receipt of bids, proposals, replies, and must include all evaluation criteria to be used in determining acceptability and relative merit of the bid, proposal or reply. Competitive solicitations must also include provisions relating to compliance with the county commission on ethics and office of inspector general ordinances and the city's cone of silence (reference section 2-219). The following information is provided on the city's common competitive solicitations processes:

1. *Invitation to bid.* The invitation to bid process shall be used when the scope of work for a contractual service can be clearly defined or when specifications for the required goods can be precisely defined.
 - a. The bid documents will include a detailed description of the goods and/or contractual services sought.
 - b. The resulting contract will be awarded to the responsible and responsive bidder who submits the lowest bid consistent with the requirements of the invitation to bid.
2. *Request for proposals.* The request for proposal process will be used when the purposes and uses for which the goods, group of goods, and/or contractual services can be defined and various combinations or versions of the goods and/or contractual services may be proposed by a responsive vendor to meet the specifications of the request for proposals.
 - a. The request for proposals will include terms and conditions, scope of work, evaluation criteria and relative importance of price and other evaluation criteria.
 - b. The contract will be awarded to the responsible and responsive proposer whose proposal is determined to be the most advantageous to the City, taking into consideration the price and other evaluation criteria set forth in the request for proposal.
3. *Request for qualifications/non CCNA (Consultants Competitive Negotiation Act).* A request for qualifications (RFQ) process shall be used where the purchasing agent in his/her sole discretion determines that it desirable to select a professional service firm(s) based on qualifications or is necessary to select a pool of pre-qualified vendors prior to releasing a subsequent competitive solicitation. The request for qualifications shall set forth the evaluation criteria for evaluating and ranking the responsive and responsible firms or vendors. If the city council~~commission~~ approves the ranking and recommendation of the evaluation committee, those pre-qualified vendors shall be the only vendors eligible to submit a response to the subsequent competitive solicitation.
4. *Request for Information (RFI).* When it is deemed necessary by the purchasing agent to assess the market, feasibility of a proposed project,

service and/or goods, or when vendor input to specifications or a scope of work would result in a more fair and competitive solicitation process, a request for information (RFI) may be issued requesting submission of unpriced offers, products and/or scopes of services which may be followed by subsequent competitive solicitation that is not limited to those vendors who responded to the RFI.

5. *Invitation to negotiate (ITN).* When the purchasing agent determines that procurement by an invitation for bids, request for proposals or request for qualifications or other solicitation method, is not in the best interest of the city, and that negotiation may be necessary for the city to receive the best value, he/she may procure commodities or other contractual services by competitive sealed replies through an invitation to negotiate (ITN). This section shall not apply to procurements governed by the CCNA.
 - a. *Evaluation criteria.* The invitation to negotiate shall state the criteria to be used in the evaluation of the replies and shall include its relative importance. Price may or may not be included and can be reserved for the negotiation phase.
 - b. *Negotiations.* The city manager or designee shall appoint a negotiation team. Negotiations may be conducted with one (1) or more respondents. Negotiations may be either sequential or concurrent as determined by the purchasing agent.
 - c. *Award.* Contract award shall be made to the responsive and responsible respondent(s) determined to offer the best value to the city and who is determined to be most capable of assisting the city in achieving the objectives of the procurement, taking into consideration the evaluation criteria set forth in the ITN.
 6. *Design-build contracts.* In the selection and award of design-build contracts, the city shall utilize the competitive proposal selection process set forth in F.S. § 287.055, as may be supplemented by further policy by the purchasing agent.
- (b) City reservations. In all competitive selection processes, the city reserves the following rights:
1. Rejection of bids, proposals or other responses. If the purchasing agent determines that it is in the best interests of the city to do so, the city may reject any or all bids, proposals or other responses requested in whole or in part. Bids, proposals or other responses requested that are submitted after the due date and time will be disqualified from further consideration.
 2. Waiver of irregularities. The purchasing agent shall have the authority to waive all nonmaterial irregularities on any or all bids, proposals or other responses requested. Nonmaterial irregularities are those irregularities which do not directly affect price and/or competition.

3. An IFB, RFP, ITN or other competitive selection process utilized may be canceled, in whole or in part, when it is in the best interests of the city.
 4. All costs and fees, including reasonable attorney's fees, incurred by any party in preparing and responding to an IFB, RFP, ITN or other competitive selection process used by the city are the sole responsibility of the responding party including any and all costs and fees, including reasonable attorney's fees, related to a protest.
- (c) Alternate source selection. For all purchases, the city may utilize one of the following alternate source selection processes instead of the competitive solicitation process or informal request for quotes process as long as the alternate source selection process is not in violation of state or federal law or grant requirements. If the purchase is in excess of fifty thousand dollars (\$50,000), the alternate source selection must receive approval by the city council.
- (1) *Purchases utilizing contracts of other governmental entities:* Notwithstanding any requirements of this division, the purchase of goods and/or services under a contract with a federal, state or municipal government or any other governmental agency, political subdivision, or government-related association, may be made providing that the originating entity utilized a competitive process substantially similar to that used by the city.
 - (2) *Cooperative purchases.* The city may participate in, sponsor, conduct, or administer a cooperative purchase with other government and cooperative entities for the procurement of goods and/or services.
 - (3) *Emergency purchase.* The city manager may authorize emergency purchases when a threat exists to public health, safety, or welfare, or other substantial or potential loss to the city that requires urgent action. ~~The written basis for the emergency shall be provided to the city council and included in the contract file.~~ This includes procurements made during a declared local, state, or federal emergency, or under conditions where delay incident to competitive solicitation would be detrimental to the city's interests. The written basis and justification for the emergency shall be documented. If the emergency purchase exceeds fifty thousand dollars (\$50,000), the city council shall ratify the emergency purchase at the next available city council meeting.
 - (4) *Sole and single source purchases.* The ~~city purchasing agent~~ may make or authorize the purchase of goods and/or services without competitive solicitation when the director of the department requesting the purchase has documented in writing and provided information supporting the fact that the goods and/or services requested is the only item that meets the specified requirements and the goods or service is only available through one (1) source.

- (5) *Purchases from other governmental entities.* The city may purchase goods and/or services from the federal government, any state or political subdivision thereof, or any municipality.
- (6) *Direct purchases.* Materials, equipment and/or supplies may be procured directly from vendors where such materials, equipment and/or supplies are being procured by the city as an owner direct purchase for incorporation into a public works project, the contract for which was previously awarded by the city, which prior award included the cost of such materials, equipment and/or supplies. In such event, the city shall procure the materials, equipment and/or supplies in accordance with Florida Statutes and regulations related to owner direct purchases by governmental entities.
- (d) *Purchases of \$50,000 or less.* Unless otherwise provided herein, ~~goods and service purchases~~ with an anticipated value of ~~thirty five~~ fifty thousand dollars (~~\$35,000.00~~ \$50,000) or less shall be procured through an informal request for quotes ~~competitive solicitation~~ process to the extent practicable or through an alternative source selection process ~~through a request for quote process or the alternate source selection methods~~ specified in section 2-214(c). The request for quotes shall be an oral, electronic or written request for pricing of ~~goods and services~~ in accordance with the following thresholds:
- (1) ~~For goods and service purchases with an anticipated value in excess of ten twenty-five thousand dollars (\$25,000.00) and but not to exceed up to thirty five fifty thousand dollars (\$35,000.00 \$50,000), the purchasing agent shall electronically post a request for quotes description of the goods and/or services sought for at least seven ten (710) business days. The posted request for quotes information shall include the scope of work and/or, specifications for goods, and the response forms to be used by vendors in response to the request for quotes quotation.~~
 - (2) For purchases with an anticipated valued above ten thousand dollars (\$10,000) but not to exceed twenty-five thousand (\$25,000):
 - a. For goods (commodities): a minimum of three (3) attempted written quotes are required.
 - b. For goods and services: a minimum of three (3) attempted written quotes are required on request for quotes forms prescribed by the purchasing agent.
 - (2) ~~For goods and services with a value between five thousand dollars (\$5,000.00) and nine thousand nine hundred ninety nine dollars (\$9,999.00), a minimum of three (3) written quotes are required on forms prescribed by the purchasing agent.~~
 - (3) For goods and/or services anticipated to have a value in excess of five thousand dollars (\$5,000) but not to exceed ten thousand dollars (\$10,000), a minimum of three (3) attempted written quotes are required. ~~(3) For goods and services with a value between one thousand dollars (\$1,000.00) and four thousand nine hundred~~

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~~ninety nine dollars (\$4,999.00) a minimum of three (3) written and/or verbal quotes are required.~~

- (4) For goods and/or services anticipated to have a value of five thousand dollars (\$5,000) or less, purchases may be made without obtaining written quotes, provided the price is considered fair and reasonable.

The purchasing agent reserves the right to require quotes or additional documentation for any purchase if deemed in the best interest of the city.

As provided herein, "attempted written quotes" means a good faith effort by the city to obtain quotes from responsible vendors for the desired purchase. Good faith efforts include, but are not limited to, email requests, documented telephone or other oral requests, and mailed requests.

- (e) *Unauthorized purchasing practices.* An unauthorized purchase occurs when any employee of the city orders, contracts for or buys any goods, services, materials or supplies outside the purview of the city code and/or purchasing division. Any individual making an unauthorized purchase may be subject to disciplinary actions as appropriate, which may include termination and/or prosecution. The following are unauthorized purchasing practices:

- (1) Artificially dividing purchases into multiple segments in an attempt to issue single orders below the dollar threshold requirements as established herein (also known as "stringing" or "splitting" purchase orders) is prohibited.
- (2) Purchasing any goods and/or services above the thresholds delineated herein directly from a vendor, bypassing the purchasing division.
- (3) Committing to a purchase without issuance of an authorized purchase order, when one is required.
- (4) Obtaining items available on an existing city term contract from a supplier that does not hold the contract.
- (5) Providing false information such as false quotations (without actually contacting and obtaining a quotation, bid or proposal from a vendor).
- (6) Adding unauthorized purchases to previously approved purchase orders without approval of the appropriate approval authority and subsequent modification of the purchase order.
- (7) Failure to comply with budgetary limits for any purchase.

Sec. 2-215. - Professional services.

- (a) *CCNA services.* The procurement of professional architectural, engineering, landscape architectural, or surveying and mapping services shall be conducted in accordance with the requirements of F.S. §287.055, the "Consultants' Competitive

Negotiation Act." The procurement of professional services that are exempt from the requirements of F.S. §287.055 shall be made in accordance with this division.

- (b) *External auditor services.* The procurement of a professional auditor for financial auditing services within the scope of F.S. ch. 218 shall comply with the requirements of F.S. §218.391.
- (c) *Consulting services or other professional services.* The city manager and/or city council may select a consultant or professional service provider with a distinctive field of expertise without competitive selection for services consistent with the threshold amounts set forth in this procurement code.
- (d) *Lobbying services.* The city manager or city council may select a person or firm to provide lobbying services to the city without competitive selection.

Sec. 2-216. - Council selection process.

In any competitive solicitation process, the city council has full discretion to reject all bids and proposals, waive minor irregularities in bids and proposals and may re-rank/re-evaluate the evaluation/selection committee's recommendation for award. If the council determines that they want to re-rank or re-evaluate the evaluation/selection committee's recommendation for award, the council must convene a special meeting to serve as the evaluation/selection committee and undergo the same process as the original evaluation/selection committee from the beginning of the review process, which may include but is not limited to, the review of the proposals, short listing, oral presentations, and final ranking.

Sec. 2-217. - Exemptions.

The procurement code adopted in this division shall not apply to the following exempt purchases:

- (1) The procurement of dues and memberships in trade or professional organizations; registration fees for trade and career fairs; subscriptions for periodicals and newspapers; advertisements; postage; expert witness; legal and mediation services; ~~professional medical services~~; partial real property interests; abstracts of title for real property; title searches and certificates; title insurance for real property; real estate appraisal services; water, sewer, telecommunications, solid waste and electric utility services; fuel for city vehicles and equipment; copyrighted materials or patented materials including, but not limited to, copyrighted materials, technical pamphlets, published books, maps, testing or instructional materials; fees and costs of job-related seminars and training; admission fees for parks and entertainment activities included in city recreational programs;
- (2) Agreements between the City and other government or nonprofit organizations that provide for the transfer, sale, or exchange of goods and/or services;

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- (3) Goods purchased with petty cash or city procurement cards in accordance with the city's petty cash and procurement card procedures;
- (4) Items purchased for resale to the general public, for example, supplies for a city-owned concession area;
- (5) Purchase of food items;
- (6) Professional medical services, health services involving examination, diagnosis, treatment, prevention, medical consultation, drug testing or administration;
- (7) Auditing services that are not subject to the requirements of F.S. Chapter 218, Part III
- (8) Artistic services or works of art;
- (9) Travel expenses, hotel accommodations and hotel services;
- (10) Entertainment and entertainment-related services for city-sponsored events;
- (11) Purchase of motor vehicle license plates from a governmental agency;
- (12) Persons or entities retained as "expert consultants" to assist the City in litigation, or in threatened or anticipated litigation;
- (13) Educational or academic programs;
- (14) Recreational instructors and sports officials;
- (15) ~~Proprietary~~ Software applications, website design and the related maintenance or service agreements;
- (16) Settlement agreements and associated payments that are approved by the city manager, including mediation or negotiated settlement of claims, disputes, or litigation;
- (17) Full or part-time contractual employees or independent contractors; and
- (18) Any services identified in F.S. §287.057, as may be amended from time to time, as being exempt from the competitive solicitation process.

All exempt purchases must comply with the budgetary limit on such purchases.

Sec. 2-218. - Contracts.

- (a) The procurement of goods and/or services shall be evidenced by a written contract or purchase order embodying all the provisions and conditions of the procurement of such good and/or services.

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- (b) Contracts for goods and/or services in excess of ~~thirty-five~~ fifty thousand dollars (\$~~3550,000.00~~) must be approved by the city council. Contract values shall be based on the total potential cost of the contract, including all renewal terms, options, and contingencies. Separate multi-department contracts or purchase orders with the same vendor shall not determine the total contract value; however, departments are encouraged bundle purchases from the same vendor with the goal of a single, annual need contract or blanket purchase order.
- (c) Contracts and purchase orders for goods and/or services ~~with a value in excess of seven fifteen thousand five hundred dollars (\$7,515,000.00) but not to exceed to thirty five fifty thousand dollars (\$3550,000.00)~~ must be approved by the purchasing agent and city manager.
- (d) Purchase orders or contracts for goods and/or services with a value less than ~~seven fifteen thousand five hundred dollars (\$7,515,000.00)~~ must be approved by a department director and the purchasing agent.
- (e) In lieu of using blanket written purchase orders for small dollar value purchases, the user departments are authorized to use electronic purchasing media, including bank issued purchasing cards(*credit cards*). The city manager and purchasing agent shall establish policies and procedures to ensure adequate internal controls for the use of the cards.
- (f) Contracts may be renewed or extended for a period that does not exceed three (3) years or the term of the original contract, whichever is longer, unless otherwise approved by city council.
- (g) Contract administration will be the responsibility of the user department with oversight by the purchasing agent.
- (h) Contract change orders must be authorized in writing subject to the limitations of section 2-218(b)—(d), provided that the change does not materially alter the character of the work contemplated by the contract and sufficient budgeted funds are available. If the change materially alters the character of the work contemplated by the contract and the contract was originally approved by city council, the change order(s) is subject to city council approval.
- (i) A purchase order may be utilized in lieu of a formal contract where the standard terms and conditions of a city purchase order will suffice. The terms and conditions in a city issued purchase order will supersede and take precedence over any conflicting provisions provided by a vendor.
- (j) Regardless of the contracting authority that approved a contract or purchase order, the city manager or designee may place any vendor in default and/or terminate an existing contract or purchase order consistent with the terms and conditions of the contract or purchase order.

Sec. 2-219. - Cone of silence.

The city complies with the Palm Beach County Lobbyist Registration Ordinance, section 2-355, cone of silence, which provides for a prohibition on any communication, except for written correspondence, regarding a particular invitation to bid, request for qualification, or any other competitive solicitation between any person or person's representative seeking an award and any member of the city council or employee authorized to act on behalf of the city council to award a contract. The cone of silence shall be in effect as of the deadline to submit the proposal, bid, or other response to a competitive solicitation and shall terminate at the time the city council or employee authorized to act on behalf of the city council, awards or approves a proposal, rejects all proposals, responses, or otherwise takes action which ends the solicitation process. The cone of silence does not apply to oral communications at any public proceeding, selection committee presentation, or negotiation meeting.

Sec. 2-220. - Purchasing protests.

- (a) *Right to protest.* Any actual bidder, proposer, offer or, vendor or contractor who is aggrieved in connection with an invitation to bid, request for proposals or other competitive selection process may protest such purchase.
- (b) *Protest deadline.* The deadline for filing a protest is not later than three (3) days (excluding Saturdays, Sundays and legal holidays) after the date the applicable competitive selection process has been advertised by the city (for protests alleging a deficiency in the advertised competitive selection process) or after the date that notice of the written recommendation of award has been posted on the city's website or purchasing bulletin board by the purchasing agent or designee (for protests challenging the award). It shall be the responsibility of a bidder, offer or, vendor or contractor to ascertain the advertisement date and/or bid award information from the purchasing division. Protestors shall file their protests in writing with the purchasing agent during normal office hours of the city, but in no event later than 4:00 p.m. on any normal business day of the city, prior to the expiration of the deadline for protests. Protests shall specifically describe the subject matter and facts giving rise to the protest. Protests shall be deemed effective on the date they are received by the purchasing agent.
- (c) *Decision.* If the protest is not resolved by mutual agreement, the purchasing agent shall issue a decision in writing within a reasonable amount of time. The purchasing agent shall have the authority to settle and resolve a protest of an aggrieved bidder, offer or, vendor or contractor concerning the competitive selection process or award. If the purchasing agent is unable to resolve the protest, the purchasing agent in consultation with the city manager shall render a decision. The decision of the city manager shall:
 - (1) State the reasons for the action taken; and
 - (2) Inform the protestor of its right to appeal as provided in this section.
- (d) *Notice of decision.* A copy of the decision of the purchasing agent and city manager shall be mailed or otherwise furnished promptly to the protestor and any other party intervening. A refusal to accept a copy furnished by mail or otherwise shall not affect the validity of the decision.

- (e) *Appeal to city council.* A protestor may appeal the decision of the city manager to the city council by filing a written notice of appeal within seven (7) business days after receipt of the notice of decision of the city manager. The notice of appeal shall be filed with the city manager during normal office hours of the city manager, but in no event later than 5:00 p.m. on any normal business day of the city prior to the expiration of the deadline for the notice of appeal. The notice of appeal shall set forth the grounds for the appeal. The protest shall be heard by the city council within a reasonable time of the filing of the notice of appeal with the city manager.
- (f) *Finality of decision.* A decision of the purchasing agent and city manager regarding a protest which is not timely appealed to the city manager, or a decision of the city manager which is not timely appealed to the city council, or a decision of the city council regarding a protest, shall be final and conclusive. A bidder, offer or, vendor or contractor who has not timely appealed the decision(s) regarding the protest to the city council shall not be deemed to have exhausted his or her administrative remedies.
- (g) *Stay of procurements during protests.* In the event of a timely protest under this section, the purchasing agent shall not proceed further with the competitive selection process or award until all administrative remedies have been exhausted or until the city manager makes a written determination that the competitive selection process and/or award without delay is necessary to protect substantial interests of the city. The city council may, upon determination that a bona fide emergency exists, waive all bid protest procedures and approve an award.
- (h) *Failure to follow procedure.* Failure to follow the protest procedure set forth herein shall automatically nullify any protest or claim brought by an aggrieved bidder, offer or, vendor or contractor.

Sec. 2-221. - Surplus equipment and supplies.

- (a) No department shall transfer, sell, trade, or otherwise dispose of equipment, materials and supplies owned by the city, without written authorization of the purchasing agent
- (b) The purchasing agent shall establish policies and procedures for disposal of surplus goods and equipment that provides the best value to the city, consistent with the provisions of this article.
- (c) Surplus equipment, materials and supplies will be offered for sale through public auctions, established markets, posted prices or other appropriate methods including donation to other government entities and non-profit organizations.

Sec. 2-222. Real Property Purchases.

- (a) Section 166.045, Florida Statutes, shall apply to all purchases of real property by the city if the city seeks to utilize the public records exemption set forth in section 166.045, Florida Statutes.

(b) If the city does not seek to utilize the public records exemption in section 166.045, Florida Statutes, the city shall purchase real property as follows:

- (1) For all purchases of real property anticipated to cost in excess of \$50,000, the town shall obtain an appraisal by a certified or licensed appraiser. Additional appraisals may be obtained if determined to be in the best interests of the city.
- (2) The city manager or designee may negotiate with the seller or the seller's agent of the real property and enter an option contract with the seller. As used herein, "option contract" means a binding agreement signed by the town manager and the seller which agreement is subject to approval of the city council at a regular or special meeting.
- (3) The city council will consider all option contracts to purchase real property at a duly noticed public meeting. If the option contract is approved by the city council, the city manager, mayor, and/or vice-mayor may execute all documents necessary to close on the real property.

Secs. 2-223—2-229. Reserved.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed and all ordinances or parts of ordinances not in conflict herewith are hereby continued in full force and effect.

Section 4. It is the intention of the City Council, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of the City of Greenacres. The codifier may make formal, non-substantive changes to this Ordinance as authorized by section 1-12 of the Code.

Section 5. If any portion, clause, phrase, sentence or classification of this ordinance is held or declared to be either unconstitutional, invalid, inapplicable, inoperative or void, then such declaration shall not be construed to affect other portions of the ordinance; it is hereby declared to be the express opinion of the City Council of the City of Greenacres that any such unconstitutional, invalid, inapplicable, inoperative or void portion or portions of this ordinance did not induce its passage, and that without the inclusion of any such portion or portions of this ordinance, the City Council would have enacted the valid constitutional portions thereof.

Section 6 This ordinance shall take effect immediately upon passage.

Passed on the first reading this 1st day of December, 2025.

PASSED AND ADOPTED on the second reading this ___ day of January, 2025.

Chuck Shaw, Mayor

Voted: _____
John Tharp, Council Member, District I

Attest:

Quintella Moorer, City Clerk

Voted:
Peter Noble, Council Member, District II

Voted:
Judith Dugo, Council Member, District III

Voted:
Susy Diaz, Deputy Mayor

Voted:
Elisa Leheny, Council Member, District V

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: December 1, 2025

FROM: Teri Lea Beiriger, Director of Finance

SUBJECT: Ord. No. 2025-22 Budget Adjustment – General Fund

BACKGROUND

Council Policy No. 6 requires City Council action to authorize budget adjustments between cost centers, departments, and funds. A budget adjustment is required to account for the under-budget of the Safer Grant, Opioid Settlement, Firefighter Cancer Decontamination Equipment Grant and missed budgeting of Payment to Palm Beach County for Reimbursement of the Lake Worth Plaza West MSTU. This affects the general fund (001) only.

After being declined several years in a row, the City received approval for the Safer Grant. This grant funds six (6) new Firefighters salaries at 75% for three years or \$1,429,408.15. Year one will be \$579,489.79. Four (4) new Firefighters were already budgeted in the FY 2026 Budget. This budget adjustment will include budgeting for the grant revenue and the payroll expense for the two (2) new Firefighters in the general fund for the first year of the grant.

Around 2022, the first of several Opioid Settlements was distributed. These funds could only be used for opioid recovery. The funds were previously used to purchase Narcan, which is budgeted under medical supplies. This year, the funds will be used to purchase AEDs to be installed in City parks, estimated at \$20,000.

The City received the Firefighter Cancer Decontaminations Equipment Grant. Grant funds will be used to purchase fire hoods (75 @ \$121= \$9,075). The grant will cover 75% of the funds.

The 2022 Lake Worth Plaza West annexation agreement required the City to reimburse the County for the MSTU in the first four years after annexation. This expense was overlooked in the FY2026 Budget. The amount for the third year is \$111,139.

ANAYSIS

Ordinance 2025-22 is to authorize the net budget adjustment for the total amount of \$254,773 that documents the movement of the funds within the general fund to cover the unbudgeted item.

FINANCIAL INFORMATION

The proposed ordinance increases the general fund revenues by \$586,297 and the general fund expenditure by \$331,524 in FY 2026, with a net effect of \$254,773.

LEGAL

The proposed Budget Amendment has been prepared in accordance with the applicable State Statutes and City Code Requirements

STAFF RECOMMENDATION

Approval of Ordinance 2025-22.

ORDINANCE NO. 2025-22

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING THE CITY OF GREENACRES' BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026, INCLUSIVE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Greenacres, Florida adopted a budget for the 2025/2026 Fiscal Year; and

WHEREAS, the City Council has determined that an amendment needs to be made to the previously adopted Fiscal Year Budget; and

WHEREAS, the City Council deems approval of this Ordinance to be in the best interest of the residents and citizens of the City of Greenacres.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF GREENACRES, FLORIDA, AS FOLLOWS:

Section 1. The City Council hereby amends the revenues and expenditures in the general fund (001) fund, and the balances listed in attached Exhibit "A" by and adopts such amendments to the Budget of the City of Greenacres for the Fiscal Year October 1, 2025, through September 30, 2026, inclusive.

Section 2. Repeal of Conflicting Ordinances.

All ordinances or parts thereof or parts of the Code conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

Section 3. Severability.

If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings of invalidity shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

Section 4. Effective Date.

The provisions of this Ordinance shall become effective upon adoption.

Passed on the first reading this 1st day of December 2025.

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District*

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, Council Member, *District II*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Susy Diaz, Deputy Mayor

Voted:

Elisa Leheny, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

FYE 9/30/2026
Exhibit "A"

Fund 001 General Fund

Increase (Decrease)

Revenue

Safer Grant year 1 of 3 (6 employees)

Fed Grant Homeland Security 001-50-331-203 \$ 579,490

Firefighter Cancer Decontamination Eq grant

State grant revenue 75% 001-50-334-200 \$ 6,807

Total Revenue \$ 586,297

Expense

Safer grant (2 employees)

Salary wages 001-50-55-12-1 \$ 125,986

FLC P/S FF Retirement 001-50-55-22-4 \$ 42,747

FLC General Retire 001-50-55-22-2 \$ 2,880

Life & Health Ins 001-50-55-23-1 \$ 19,697

Property Tax Reimb Annex MSTU

Payment to PBC 001-80-84-99-3 \$ 111,139

Opioid settlement

Other equipment (AEDs) 001-50-55-64-8 \$ 20,000

Firefighter Cancer Decontamination Eq grant

Fire hoods 75 @ \$121 001-50-55-52-8 \$ 9,075

Total Expense \$ 331,524

001 General Fund Change in Fund Balance \$ 254,773



Department Report

MEETING DATE: November 18, 2024
FROM: Michele Thompson, Director, Community & Recreation Services
SUBJECT: Community & Recreation Services Dept. – October Report

ADMINISTRATION

PERFORMANCE MEASUREMENT	THIS PERIOD	FY 2025 TO DATE	FY 2025 BUDGET
No. of Contracts Executed/Renewed	-	-	4
No. of Collaborative Partnerships	26	26	40
No. of Vendor/Independent Contractor Agreements	20	20	55
No. of Educational Scholarship Applications R'cd	-	-	21
No. of Community Events Coordinated	1	1	15
No. of Event Participants	4,500	4,500	42,000
No. of Little Free Libraries (LFL)* / # Replacement Units / StoryWalk Boards	0/0	0/0	30/2
No. of Business Sponsorships	6	6	20
No. of Schools/Attendance for "Read for the Record"	16/1,625	16/1,625	16/1,500

FACILITY RENTALS

FACILITY RENTALS	THIS PERIOD	FY 2025 TO DATE	FY 2025 BUDGET
Fields/Concession Stands	93	93	800
Pavilions	39	39	520
Center Facility	55	55 ¹	800
Monthly Center Attendance	3254	3254	4500

133¹ Additional Free Rentals: **49** Gym: YP/Open Gym/Tai Chi/Employee Luncheon/PBSO; **24** Banquet Hall: SOE/ESE; **24** Room 1: OAP; **5** Room 2: ESOL/Spotlighters, **3** Room 3: AARP/Employee Luncheon/FR; **13** Room 4: ESOL; **15** Comm. Park: PB Square Dance

REVENUE

FACILITY RENTALS REVENUE	THIS PERIOD	FY 2025 TO DATE	FY 2025 PROJECTED
Total Rental Revenue Generated	\$14,502.50	\$14,502.50	\$182,155

ATHLETICS

YOUTH ATHLETICS	THIS PERIOD	FY 2025 TO DATE	FY 2025 PROJECTED
FY25 Co-ed Fall Soccer (10/10/24-12/6/24) • Registration Period 8/1/24 – 9/20/24	6	298	220
FY25 Co-ed Spring Soccer (3/6/25-5/16/25) • Registration Period 1/2/25 – 2/21/25	-	-	280
FY25 Co-ed Winter Basketball (12/2/24-3/7/25) • Registration Period 9/3/24 – 11/2/24	63	85	160
Co-ed Summer Basketball Skills Camp • Camp Week: 7/21/25 – 7/24/25 • Registration Period 5/19/25 – 6/30/25	-	-	40

-

FOOD DISTRIBUTION	NO. SERVED
PBSO & Restoration Bridge – Date TBD	-

OLDER ADULT PROGRAMS

SOCIAL ACTIVITIES	PARTNERS/SPONSORS	NO. OF PARTICIPANTS YTD
Daily Meal Program; Zumba Games/Bingo; Special Events; Educational Sessions Mon.- Fri. (5 x 27)	Ambetter; Sunshine Health; Ideal nutrition; MorseLife; Flagstar; Zumba; Humana; HealthSun, Aetna; Drowning Coalition; GA Fire Rescue Pink Pumper; Universal Coaching Services, PBSO (Dogs/Pink Car)	426

FY25 EVENTS & SPONSORSHIPS

Item # 12.

EVENTS	SPONSORS/PARTNERS	FY 2025 EXPENSE	FY 2025 ACTUAL	FY2025 ATTENDEES
Trunk or Treat	PBSO	N/A	N/A	4,500
NNOAC	PBSO	CANCELED	-	
Holiday in the Park (12/14/24)	FL Blue; WM; Renaissance Charter School (Wellington); Rosenthal, Levy, Simon & Sosa; PBSO	\$35,713	\$-	
Sundae's w/ Santa		\$4,194		
Fiesta de Pueblo (1/11/25)	Executed by Fiesta de Pueblo, Inc.	\$4,115	\$-	
Artzy Eve at City Hall (TBD)		\$17,559	\$-	
Daddy Daughter Dance (2/8/25)		\$5,619	\$-	
Egg'stravaganza (4/19/25)	State Farm-Lily	\$23,855	\$-	
Rock-n-Roll Sunday/FR Chili Cook-Off (3/2/25)	Coordinated w/ the Nam Knights Motorcycle Club of PBC	\$7,424	\$-	
Ignite the Night (7/4/25)		\$81,219	\$-	
<i>Back2School</i> Supply Distribution (7/25/25)		\$8,159	\$-	
Senior Resource Fair (9/27/25)		\$500	\$-	
Sunday Sounds (9/28/25)		\$5,657		

FY25 Event Actuals = Direct + In-direct – Event Sponsors & Revenues



Department Report

MEETING DATE: December 1, 2025

FROM: Denise Malone, AICP, Development & Neighborhood Services Director

SUBJECT: October 1, 2025, through October 31, 2025

Development & Neighborhood Services Department

My Government Online Software (MGO)

Implementation of new software online platform to replace New World and Energov for permitting, business tax receipts, contractor licensing, planning and zoning, and code enforcement. Staff completed the workflow system mapping and MGO completed the configurations for all modules. Implementation is pending City credit card processing development and completion.

Planning, GIS & Engineering Division

NEW CASES

Pinecrest Bakery – 4650 South Jog Road (PCD-82-01L)

A request for a Minor Site and Development Plan Amendment to modify the exterior paint colors of the building façade. Staff is drafting memo for approval of the amendment.

Boatman Landings – 4656 Boatman Street (ANX-25-01, SP-25-03, and MSP-25-04)

A request for a voluntary annexation (ANX-25-02), a Site and Development Plan (SP-25-03), and a Master Sign Plan (MSP-25-04) for the construction of a seven (7) unit townhouse development located at the southwest corner of Boatman Street and Nyack Lane. The subject property is approximately 1.07 acres. (Applications submitted on October 15, 2025; Applications currently in completeness review by Staff.)

ZTA-25-06 Reasonable Accommodations

A City-initiated request for a Zoning Text Amendment to establish procedures for processing requests for reasonable accommodation in accordance with state law; to update all references from “Code Enforcement Division” to “Code Compliance Division”; and to provide for other corrections throughout the Code for consistency. (Scheduled for PZB Meeting on November 13, 2025; Scheduled for 1st Reading with City Council on December 1, 2025; 2nd Reading on January 5th, 2025.)

CURRENT PLANNING CASES

Barclay Square – 2902-2994 Jog Road (MSP-24-08)

A request for a Master Sign Plan (MSP-24-08) for the Barclay Square Plaza. (Under new ownership; Staff has been working with the agent on preparing resubmittal.)

Buttonwood Plaza – 3016-3094 Jog Road (MSP-24-07)

A request for a Master Sign Plan (MSP-24-07) for the Buttonwood Plaza. (Under new ownership; Staff has been working with the agent on preparing resubmittal)

Greenacres Plaza – 3905-3985 Jog Road (MSP-25-02)

A request for a Master Sign Plan (MSP-25-02) for Greenacres Plaza. (Staff has been having discussions related to the implementation of the Master Sign Plan and amortizations per the recently approved signage ZTA)

Greenacres Sunoco and Offices – 3067 South Jog Road (SP-24-02)

A request for Major Site and Development Plan Amendment (SP-24-02) approval to construct a 6,000 sq ft office/retail building with a 798 sq ft mezzanine. (Completeness letter sent March 11, 2024, resubmittal received September 30, 2024, comments were provided on November 1, 2024. Resubmittal received August 20, 2025. (DRC Meeting held and comments provided October 16, 2025, pending applicant's response and resubmittal)

Ice Cream La Bendicion – 560 Jackson Avenue (SP-24-04 and MSP-25-03)

A request for Site and Development Plans (SP-24-04) approval to construct an 882 sq ft two story building with ice cream/raspado shop on the ground floor and one dwelling unit on the second floor. A request for a Master Sign Plan (MSP-25-03) for 560 Jackson Avenue. (Submittal received June 24, 2025; sufficiency comments sent to applicant on July 18, 2025; ongoing discussions being had with applicant, awaiting applicant's response and resubmittal; meeting held on July 30, 2025, and August 26, 2025. Applicant requested extension for resubmittal for November 2025.)

Mil Lake Plaza – 4507-4639 Lake Worth Road (MSP-24-09)

A request for a Master Sign Plan (MSP-24-09) for the Mil Lake Plaza. (Completeness comments sent to applicant on October 15, 2025, awaiting applicant's response and resubmittal)

ONX at Greenacres – 5200 S Haverhill Road (SP-25-01, CPA-25-02, and ZC-25-02)

A request for Site and Development Plans (SP-25-01) to construct a 47-unit townhouse development. A Future Land Use Map Amendment (CPA-25-02) to amend from Residential Low Density (RS-LD) to Residential High Density (RS-HD) and Rezoning (ZC-25-02) from Residential Low Density-3 (RL-3) to Residential High Density (RH) for 5 parcels totaling 4.94 acres. (Administratively withdrawn on October 27, 2025 due to inactivity.)

Potentia Academy – 4784 Melaleuca Lane (SP-11-01E)

A request for a Major Site and Development Plan Amendment (SP-11-01E) to add a 12'x60' modular classroom trailer. (Completeness comments sent on May 20, 2025, awaiting applicant's response and resubmittal. Inquiry sent for status update on August 27, 2025. Administrative withdrawal being drafted due to inactivity.)

**Raising Cane's Restaurant – Mil-Lake Plaza – 3969 South Military Trail
(SE-25-01, SP-25-01, and PCD-81-02N)**

A request for Special Exception (SE-25-01), Site and Development Plans (SP-25-01), and Master Plan Amendment (PCD-81-02N) approval for the construction of a 3,153 sq ft drive-through restaurant on the outparcel located at the southeast corner of the Mil-Lake Plaza. (Heard by the DRC on October 16, 2025; preliminary comments issued to the applicant on October 24, 2025; awaiting applicant's response and resubmittal)

SITE PLAN AMENDMENTS

City of Greenacres – 5800 Melaleuca Lane (SP-04-04A)

A request for a Minor Site and Development Plan Amendment (SP-04-04A) to remove four parking spaces and establish overflow parking to expand the Veterans Plaza Area. (Application on hold for further discussion of plans per Public Works)

Culver's of Greenacres – 6120 Lake Worth Road (SP-99-05B)

A request for a Minor Site and Development Plan Amendment (SP-99-05B) for modifications including exterior elevations, signage, landscape, parking lot and drive through layout, and a ~60 sq ft increase in floor area. (Completeness comments provided on October 10, 2025, awaiting applicants' response and resubmittal)

Dunkin Donuts – Aloha Shopping Center – 4644 Lake Worth Road (SP-16-07A and MSP-24-04)

A request for a Minor Site and Development Plan Amendment (SP-16-07A) to modify the exterior façade of the Dunkin Donuts outparcel and a Master Sign Plan (MSP-24-04) for the entire Aloha Shopping Center. (Meeting with applicant was held on November 19, 2024; resubmittal received on December 17, 2024; comments provided on December 27, 2024, awaiting applicants' response and resubmittal; meeting with property owner and applicant was held on January 9, 2025; Staff is actively working with applicant on site conflicts; discussion with applicant held week of June 22, 2025)

Pep Boys – 4690 Lake Worth Road (SP-84-14C)

A minor site plan amendment for signage, paving, restriping, landscape and to combine the dumpster and storage areas to one location. (Resubmittal received on October 6, 2025; under Staff review)

Walmart Supercenter – 6294 Forest Hill Blvd (SP-88-06AA, BA-24-03, and MSP-25-01)

A request for a Major Site and Development Plan Amendment (SP-88-06AA) to expand the existing 114,760 square foot Walmart store by 3,370 sq ft, increase the number of Online Pickup Delivery pick-up parking spaces from 12 to 33, and add eight (8) Electric Vehicle parking spaces, a Master Sign Plan (MSP-25-01), and an Administrative Variance (BA-24-03) to reduce the number of required parking spaces. (DRC Meeting held on September 25, 2025; scheduled for PZB on November 13, 2025, and tentatively scheduled for City Council on December 1, 2025)

ZONING TEXT AMENDMENTS

ZTA-25-03 Impervious & Pervious Surface Areas for Residential

A City-initiated Zoning Text Amendment to Chapter 16, to provide standards for impervious and pervious surface areas, and driveway requirements for residential developments. (Scheduled for Second Reading on December 1, 2025)

RESIDENTIAL DEVELOPMENT PROJECTS

Blossom Trail (Nash Trail)

All Project plans approved. Final Engineering Permit issued, Construction Bond and Contract in place. Master Building Permits have been issued for the Townhouse and Single-Family units. Anticipated to submit individual building permit applications soon.

NON-RESIDENTIAL DEVELOPMENT PROJECTS

Chick Fil A – 6860 Forest Hill Boulevard (SP-85-12RR)

The Temporary Certificate of Occupancy (TCO) was issued on March 22, 2025, with stipulations and conditions. Grand opening of the Restaurant was April 3, 2025. (Since November 2024, staff has coordinated with applicant and Legal to move forward with the amendment and permit applications to finalize the outstanding issues required per Code, Building Permit, and County TPS letter. Staff continues to work with the applicant and developer to comply with outstanding TCO conditions.)

Church of God 7th Day of Palm Beach – 3535 South Jog Road

All approvals have expired. Special Exception, site and associated development plans, building and engineering permit applications, and outside agency approvals would be required to be submitted to obtain development approval. Adjacent single-family house has complied, and the code enforcement case closed out. House of Worship site has an active code enforcement case. Special Magistrate Hearing was held March 2025, and 3 board orders were issued with separate compliance deadlines. The Magistrate granted a 30-day compliance deadline for maintenance items, giving until April 26, 2025, to comply. Inspection conducted revealed some violations still present, \$250 a day fine begin April 27, 2025. The Magistrate granted a 90-Day compliance deadline for additional maintenance and zoning items, giving until June 25, 2025, to comply. An inspection was conducted a day after, violations were still present, \$250 a day fine begin accruing for the second order as well. The Magistrate granted a 120-day compliance deadline to obtain project approvals/permits or demo pre-development conditions, giving the owner until July 24, 2025, to comply or a fine of \$250/ Day will commence. Compliance hasn't been reached so all three fines are currently accruing.

EI Car Wash – 6200 Lake Worth Road (SP-22-02B)

The Special Exception and Site and Development Plans were approved by City Council on December 19, 2022. Preconstruction meeting held April 26, 2024. Engineering Permit issued April 26, 2024. Engineering Permit was closed out February 13, 2025. Maintenance bond took effect on February 13, 2025. A TCO was issued on February 25, 2025. The owner has received HOA approval to remove the fence and install a buffer wall along the property line for a better outcome.

GIS

GIS

DNS continues implementing a clear, organized hierarchy that separates different stages of data management and processing including addressing. This structure is designed to ensure easy access for all departments, enhance collaboration, and streamline maintenance. Additionally, staff has assisted in creating various maps for different users.

LIVE ENTERTAINMENT PERMITS

LE 2025-0709 – Caribbean Tease Restaurant – 6295 Lake Worth Road – In Progress

A request by Wayne Vassell on behalf of Caribbean Tease for Friday, Saturday and Sunday from 3:00 pm to 11:00 pm and scheduled special occasions. (DRC meeting was held on January 16, 2025; discussion held with applicant on September 9, 2025, regarding comments issued, awaiting applicant's response to comments and resubmittal)

LE 2025-2583 – Coco Mambo LLC – 3745 S Military Trail – In Progress

A request from Coco Mambo for a Live Entertainment Permit for no more than four (4) nights per week from 7:00 pm to 1:00 am. (Discussion held with applicant on September 3, 2025, regarding Interior and exterior work done without permit; LE permit approval on hold, Staff is actively working with the applicant, was provided 30 days by Building to apply for all applicable permits)

LE 2025-2839 – El Rey del Taco – 5283 Lake Worth Road – In Progress

A request from El Rey del Taco for a Live Entertainment Permit for Friday and Saturdays from 9:00 pm to 1:30 am and for scheduled sports games. (DRC meeting was held with DRC comments on September 25, 2025; awaiting passed Fire and obtaining CO)

LE 2025-2959 – El Sabor Latino – 2202 South Jog Road – In Progress

A request from El Sabor Latino for a Live Entertainment Permit for daily from 8:00 pm to close of business. (An incomplete application was received on September 23, 2025, staff is working with the applicant on submittal requirements.)

LE 2024-2729 – El Valle Hondur-Mex Restaurant – 4992 10th Avenue North – In Progress

A request from El Valle Hondur-Mex Restaurant for a Live Entertainment Permit for Friday and Saturdays from 9:00 pm to 1:30 am and for scheduled sports games. (DRC meeting was held on September 19, 2024; DRC comments provided on October 31, 2024; meeting held with applicant on November 1, 2024; discussion held with applicant on August 11, 2025, regarding comments issued, awaiting applicant's response to comments and resubmittal)

LE 2025-2353 – Reggae Jerk of the Palm Beaches LLC – 2178 Jog Road – In Progress

A request by Robert Leslie on behalf of Reggae Jerk for a Live Entertainment Permit for Friday, Saturday and/or Sunday from 3:00 pm to 11:00 pm and for scheduled special occasions. (Sufficiency comments provided on August 15, 2025; discussion held with applicant on September 29, 2025, regarding comments issued, awaiting applicant's response to comments and resubmittal)

TEMPORARY USE PERMITS

TU 2025-2838 – El Rey Del Taco – 5283 Lake Worth Road – Approved

A request by Josselin Casarrubias for a Temporary Use Permit for a restaurant grand reopening event for the on September 12, 2025, from 12pm to 9pm. (Pending CO to occupy entire building; Staff is actively working with the applicant to close out all building permits. Once all permits are closed out and CO issued, applicant will provide new date.)

TU 2026-0249 – Pinecrest Bakery – 4650 South Jog Road – Approved

A request by Joel Rodriguez for a Temporary Use Permit for a grand opening event for the restaurant on November 20, 2025, from 9am to 12pm and temporary banner leading up to the event.

FY 2026 Data:

CASE APPROVALS ISSUED	CURRENT PERIOD	FYTD 2026	FY 2026 BUDGET
Annexation	0		2
Comprehensive Plan Amendment	0		3
Zoning Changes	0		3
Special Exceptions	0		4
Site Plans	0		5
Site Plan Amendments	1	1	8
Variances	0		3
Zoning Text Amendments	0		4
Master Sign Plan	0		5

INSPECTION TYPE	CURRENT PERIOD	FYTD 2026	FY 2026 BUDGET
Landscaping	1	1	80
Zoning	1	1	50
Engineering	3	3	50

* Assumes progress of proposed Developments such that inspections are requested.

Building Division

Building Department Report (October 1, 2025 – October 31, 2025)

1) ADMINISTRATION:

- a) Researched and completed Seventy-Five (75) lien searches providing open and/or expired permit information.
- b) Researched and completed Thirty-Six (43) records requests for historical permits.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2025
New Applications Received / Permits Created	155	2,925
Applications Approved	123	1,711
Applications Canceled	3	69
Applications Denied	0	5
Applications Reopened	0	11
Permits Issued	148	2,736
Permits Completed	217	2,624
Permits Canceled	10	97
Permits Reopened	15	370
Permits Expired	62	296
Inspections Performed	437	6,837
Construction Value of Permits Issued	\$1,321,541.03	\$36,333,081.7
Construction Reinspection Fees	\$950.00	\$8,950
Extension/Renewal Fees	\$1,892.07	\$21,939
CO's Issued	3	31
CC's Issued	0	5
Temporary CO's Issued	2	7

3) BUSINESS AND CONTRACTOR REGISTRATION:

(See Attached Summary Reports)

4) PERMIT APPLICATIONS IN PLAN REVIEW – PRINCIPAL NEW OR REMODEL PROJECTS:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT#
Mobile Home	41 Bridgette Blvd		New Mobile Home	2026-0235
SFH	4108 Raulenson Dr	2400	New SFH	2025-2948
Mobile Home	960 Bayivew Rd		New Mobile Home	2025-2909
Mobile Home	154 Rainbow Dr		New Mobile Home	2025-2570
SFH	504 Swain Blvd		New SFH	2025-2270
Stall Money	6424 Lake Worth Rd		Interior Reno	2025-2414
Blossom Trial	5901 Begonia Cir	3926	Clubhouse	2025-2421
Murphy Oil USA	6270 Forest Hill Blvd	2824	Convenience Store	2025-2411
SFH	425 Swain Blvd	1608	New SFH	2025-1959

5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
SFH	113 Swain Blvd	1875	New SFH	2025-1166
SFH	117 Swain Blvd	1875	New SFH	2025-1173
SFH	121 Swain Blvd	2143	New SFH	2025-1168

Fire Station	5095 S Haverhill Rd		Bunkhouse Conversion	2025-2360
Karai Kitchen	4840 10th Ave N		Interior Remodel	2025-1560
La Tapatia Market	2980 S Jog Rd	3879	Interior Renovation	2025-0769
La Tapatia Market	2962 S Jog Rd	15705	Interior Renovation	2025-0799
El Rey Del Taco	5283 Lake Worth Rd	2,857	Interior Renovation	2025-0488
Duffy's	6848 Forest Hill Blvd	1,530	Interior Remodel	2025-0275
El Car Wash	6200 Lake Worth Rd	3,724	Construct Car Wash	2023-2487
Chik fil A	6802 Forest Hill Blvd	4,997	New Construction	2024-0270
Murphy Oil USA	6270 Forest Hill Blvd	3602	Fuel Canopy	2025-2412

CITY OF GREENACRES
Licensing Revenue Summary Report
 Licensing Revenue Summary Report - Summary
 From Date: 10/01/2025 - To Date: 10/31/2025

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Amusement-Amusement & Entertainment					
Vending Machine-Amuse/ Vending / Coin Operated	5	0	\$162.45	\$0.00	\$162.45
License Type Amusement-Amusement & Entertainment Totals	5	0	\$162.45	\$0.00	\$162.45
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	9	0	\$1,148.67	\$0.00	\$1,148.67
Food Per Seat-Food Per Seat	9	0	\$2,009.42	\$0.00	\$2,009.42
Zoning Review-Zoning Use Review Fees (BTR)	1	0	\$50.00	\$0.00	\$50.00
Collection Fee-Collection Fee	8	0	\$1,006.48	\$0.00	\$1,006.48
License Type Food Service-Food Service / Bar / Lounge Totals	27	0	\$4,214.57	\$0.00	\$4,214.57
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	15	0	\$11,538.74	\$0.00	\$11,538.74
Vending Machine-Amuse/ Vending / Coin Operated	3	0	\$224.57	\$0.00	\$224.57
Com Inspection-Commercial Inspection	3	0	\$225.00	\$0.00	\$225.00
Zoning Review-Zoning Use Review Fees (BTR)	3	0	\$150.00	\$0.00	\$150.00
Collection Fee-Collection Fee	10	0	\$1,483.30	\$0.00	\$1,483.30
General Service-General Service	1	0	\$116.22	\$0.00	\$116.22
License Type General Retail-General Retail Totals	35	0	\$13,737.83	\$0.00	\$13,737.83
License Type: General Service-General Service					
General Service-General Service	43	0	\$4,997.46	\$0.00	\$4,997.46
Com Inspection-Commercial Inspection	5	0	\$375.00	\$0.00	\$375.00
Zoning Review-Zoning Use Review Fees (BTR)	4	0	\$200.00	\$0.00	\$200.00
Collection Fee-Collection Fee	37	0	\$2,132.77	\$0.00	\$2,132.77
Delinquent > 150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
25% Penalty-25% Penalty	1	0	\$29.06	\$0.00	\$29.06
Cosmetology-Cosmetology / Barber	6	0	\$243.66	\$0.00	\$243.66
License Type General Service-General Service Totals	97	0	\$8,077.95	\$0.00	\$8,077.95
License Type: Home-Home Based Business					
Home-Home Based Business	26	0	\$2,099.86	\$0.00	\$2,099.86
Zoning Review-Zoning Use Review Fees (BTR)	7	0	\$350.00	\$0.00	\$350.00

Transfer-Transfer	1	0	\$8.14	\$0.00	\$8.14
Collection Fee-Collection Fee	1	0	\$25.00	\$0.00	\$25.00
Delinquent >150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
License Type Home-Home Based Business Totals	36	0	\$2,583.00	\$0.00	\$2,583.00
License Type: Insurance Co-Insurance Sales Company					
Insurance Reg-Insurance Registration	60	0	\$7,304.37	\$0.00	\$7,304.37
License Type Insurance Co-Insurance Sales Company Totals	60	0	\$7,304.37	\$0.00	\$7,304.37
License Type: Professional-Professional					
Professional-Professional	22	0	\$2,684.66	\$0.00	\$2,684.66
Cosmetology-Cosmetology / Barber	7	0	\$284.27	\$0.00	\$284.27
Zoning Review-Zoning Use Review Fees (BTR)	1	0	\$50.00	\$0.00	\$50.00
Real Estate-Real Estate Broker / Ins Agents	3	0	\$292.95	\$0.00	\$292.95
Com Inspection-Commercial Inspection	1	0	\$75.00	\$0.00	\$75.00
Transfer-Transfer	2	0	\$13.83	\$0.00	\$13.83
General Service-General Service	1	0	\$116.22	\$0.00	\$116.22
License Type Professional-Professional Totals	37	0	\$3,516.93	\$0.00	\$3,516.93
License Type: Rental Unit-Rental Unit					
Rental Unit-Rental Unit	97	3	\$3,955.33	(\$137.99)	\$3,817.34
NSF-NSF	2	0	\$40.00	\$0.00	\$40.00
25% Penalty-25% Penalty	1	0	\$10.15	\$0.00	\$10.15
License Type Rental Unit-Rental Unit Totals	100	3	\$4,005.48	(\$137.99)	\$3,867.49



License Activity Report

Activity Date Range 10/01/25 - 10/31/25

Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Cancelled
Amusement - Amusement & Entertainment	Business	0	0	0	0	3	0	0
Cont Office - Contractor Office	Business	0	0	0	0	3	0	0
Exemptions - Exemptions / Non-Profit	Business	0	0	0	0	5	0	0
Food Service - Food Service / Bar / Lounge	Business	1	0	0	1	45	0	0
General Retail - General Retail	Business	3	0	0	3	23	0	0
General Service - General Service	Business	9	0	0	7	73	0	0
Home - Home Based Business	Business	7	0	0	4	93	0	0
Insurance Co - Insurance Sales Company	Business	1	0	0	1	76	0	0
Professional - Professional	Business	6	0	0	7	95	0	0
Rental Office - Rental Office	Business	0	0	0	0	2	0	0
Rental Unit - Rental Unit	Business	7	0	0	6	281	0	0
Storage/WH Units - Storage / Warehouse Units	Business	0	0	0	0	2	0	0
Grand Totals		34	0	0	29	701	0	0

Code Compliance Division

Code Compliance Report (October 1, 2025 – October 31, 2025)

* MGO Conversion in process

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2026
Inspections Related to Active Code Cases	11	11
New Cases Started	15	15
Cases Complied	0 *	0 *
Current Open Cases	0 *	0 *
Notices Sent	38	38
Illegal Signs Removed from right-of-way	413	413
Inspections Not Related to Active Code Cases	11	11
Complaints Received and Investigated	5	5
Warning Tickets	0	0

Code Enforcement - STATS FY 2026

	<u>NOTICES MAILED</u>	<u>SIGNS</u>	<u>INSPECTIONS</u>	<u>COMPLAINTS</u>	<u>WRITTEN WARNINGS</u>
OCTOBER 2025	38	413	11	5	0
NOVEMBER 2025					
DECEMBER 2025					
JANUARY 2026					
FEBRUARY 2026					
MARCH 2026					
APRIL 2026					
MAY 2026					
JUNE 2026					
JULY 2026					
AUGUST 2026					
SEPTEMBER 2026					



Department Report

DATE: December 1, 2025
FROM: Dr. Philip C. Harris, D.B.A., MEDP, Director, Economic Development
SUBJECT: Monthly Report October 2025

BACKGROUND

In October 2025, the Economic Development Department continued to advance the City of Greenacres' strategic vision of inclusive growth, local business empowerment, and global engagement. Key activities focused on launching culturally aligned business networking events, fostering international partnerships, supporting workforce development, and promoting local business visibility through multimedia storytelling. These efforts are part of the City's ongoing commitment to economic resilience, community engagement, and smart redevelopment initiatives.

1. Strategic Partnerships and Regional Collaboration

- **Palm Beach County Office of Small Business Development – Hispanic Heritage Mixer**
 On October 14, the City partnered with the Palm Beach County Office of Small Business Development to host a Hispanic Heritage Month Networking Mixer at Restaurante Chivo Liniero (4944 10th Ave N, Greenacres, FL 33463). The event celebrated the resilience, innovation, and contributions of Hispanic-owned businesses to Palm Beach County's economy. The gathering fostered new connections among entrepreneurs and small business leaders and showcased how cultural heritage and commerce can work hand in hand to create thriving communities.
- **City of Celaya, Mexico – International Collaboration Update**
 On October 9, 2025, the City of Greenacres held an introductory meeting with leadership from the City of Celaya, Mexico, to formally explore a sister city partnership. This meeting was coordinated in collaboration with Sister Cities International and the Consulate of Mexico in Miami. Conversations align with the City's 2026 Centennial planning and broader goals of enhancing economic, cultural, and academic exchange through formal international relationships. This proposed sister city partnership with Celaya stands to deepen Greenacres' international footprint, celebrate its cultural diversity, and expand mutual economic development opportunities.
- **Consulate General of Colombia of Miami – Ruta USA Business Seminar**
 On October 20, the Department hosted the third session of the Ruta USA Business Seminar, in collaboration with the Consulate General of Colombia in Miami and Colombia Nos Une. Held at City Hall, the event welcomed over 40 Colombian and Hispanic entrepreneurs, providing them with success strategies and local resources to grow their businesses in Palm Beach County. The final workshop in the series is scheduled for December 5, 2025.

- **Prospera USA – South Florida Success Stories**

On October 1, the Department participated in Prospera’s 2025 Success Stories event, presented by Verizon. This regional celebration spotlighted the journeys of successful Hispanic entrepreneurs across South Florida and reinforced the value of technical assistance and mentoring in small business growth in Greenacres.

2. Workforce Development

- **Medical Institute of Palm Beach – Pinning Ceremony**

The City proudly supported the Medical Institute of Palm Beach (MIPB) during its Nursing Pinning Ceremony on October 24, 2025, held in Greenacres. The event honored the newest graduating class of nurses, celebrating their dedication to healthcare and community service. Special remarks were delivered by Mayor Chuck Shaw and Dr. Kathleen Jude Estime, reinforcing the City’s commitment to recognizing and uplifting workforce excellence.

3. Business Assistance

- **Dine Local. Savor Greenacres – Spotlight #3**

The Department continued its promotional campaign with the third installment of “Dine Local. Savor Greenacres.” This spotlight featured the Dominican delicacy Majarete, served at Restaurante Chivo Liniero on 10th Avenue North. The campaign continues to highlight cultural richness and culinary excellence found exclusively in Greenacres, while supporting family-owned businesses.

- **Grand Openings and Ribbon Cutting Ceremonies**

Over the month of October, the Economic Development Department proudly supported several grand openings and ribbon cutting celebrations that signal continued business growth, community investment, and local job creation across Greenacres:

- **Dress for Success Palm Beach – Boutique & Community Empowerment Center**

- Greenacres welcomed **Dress for Success Palm Beach** as they launched their new boutique and community empowerment center, marking a significant addition to the city's workforce development ecosystem. The nonprofit organization provides professional attire, career coaching, and job readiness programming for women re-entering the workforce. The new location will serve as a hub for empowerment, confidence-building, and financial independence for hundreds of women in our community each year.

Impact Highlights:

- Professional clothing boutique with personalized styling for interviews and job placement
- One-on-one career support and job placement coaching
- Hosting of workshops on leadership development, financial literacy, and digital skills

- **Juici Patties – Caribbean Culinary Experience**

- The ribbon cutting for **Juici Patties**, a new Jamaican restaurant located on South Military Trail, introduced authentic Jamaican flavors to the city’s international dining scene. Known for its emphasis on authentic Jamaican flavors and heritage, Juici Patties offers a menu featuring signature hand-crafted Jamaican patties (mild beef, spicy beef, vegan, spicy curry chicken) as well as coco bread, plantains,

tropical beverages, and comfort sides.

Economic & Cultural Significance:

- Fourteen U.S. owned franchises have created new hospitality jobs for residents of Greenacres.
- Expansion of food and cultural offerings to underserved culinary niches
- Increased foot traffic and synergy with surrounding small businesses

○ **The Cottages at Palm Beach – Residential & Mixed-Use Development**

- We celebrated the completion and re-grand opening of **The Cottages at Palm Beach**, a revitalized residential and mixed-use development that enhances Greenacres' appeal as a livable, walkable community. The development includes attractive cottage-style homes, integrated green spaces, and modern design features that promote neighborhood aesthetics and quality of life.

Community Benefits:

- Helps address regional housing demand with thoughtfully designed units
- Encourages mixed-use concepts that blend residential and commercial offerings
- Improves visual appeal and long-term property values along key corridors

These grand openings reflect the continued progress of our city's business ecosystem, the effectiveness of our economic development outreach, and our commitment to supporting a diverse and resilient local economy.

● **Business Mentoring – SCORE Partnership:**

The Department launched monthly SCORE business mentoring sessions at City Hall on the third Thursday of each month (12–2 p.m.). These confidential, one-on-one sessions provide support for startups, business expansion, and entrepreneurial problem-solving.

4. Redevelopment and Investment Outreach

- The Department hosted a series of targeted meetings with developers and investors to discuss redevelopment opportunities along major commercial corridors. These conversations focused on creating vibrant mixed-use and hotel developments, aligned with the City's broader goals of economic revitalization, improved public amenities, and increased tax base generation. Key parcels under review include those suitable for retail, entertainment, and hospitality-driven investments.



Department Report

MEETING DATE: December 1, 2025
FROM: Teri Lea Beiriger, Director of Finance
SUBJECT: Department of Finance Activity Report

DEPARTMENT HIGHLIGHTS

The following report provides activity within the Department of Finance for the reporting period from October 1 through October 31, 2025:

- Fiscal Year 2026 Kick-off
- Pink Day for Breast Cancer Awareness
- All Finance staff have recertified their HIPAA training
- Continued to work on efficiencies to better serve our internal and external customers

- General Operations
 - Continued Fixed Assets process improvements
 - Posted electronic budget book on City website for public access

- Grants
 - Submitted applications for the following grant(s):
 - 2026 SWA - Entryway Beautification
 - Submitted quarterly progress reports on the following grant(s):
 - 2022 Opioid Settlement
 - 2024 JAG Camera grant
 - ARP Youth Building
 - EECBG Energy Program
 - FL Dept. of Education - Youth Program Capital Outlay
 - FL Dept. of Environmental Protection - Swain Blvd Sewer Ext. Phase I
 - Grant Close out:
 - Submitted close out documents for Gladiator Lake Project
 - Submitted FL 2024-2025 Cybersecurity Grant Round 2



Department Report

MEETING DATE: December 1, 2025

FROM: Phillip Konz, Fire Chief

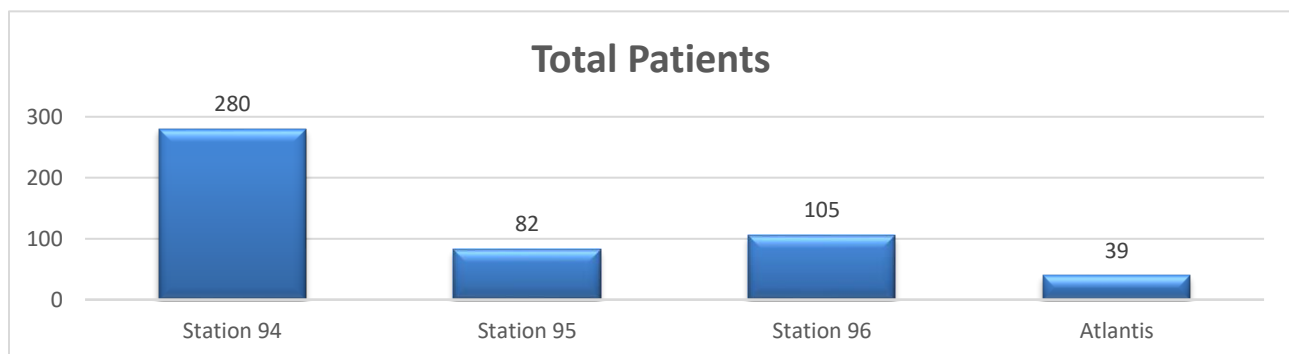
SUBJECT: Fire Rescue October

FR CALLS

CALLS	MONTHLY TOTALS
Total Alarms dispatched in October	718
Average alarms per day	20.51
Total calls this fiscal year	1,003

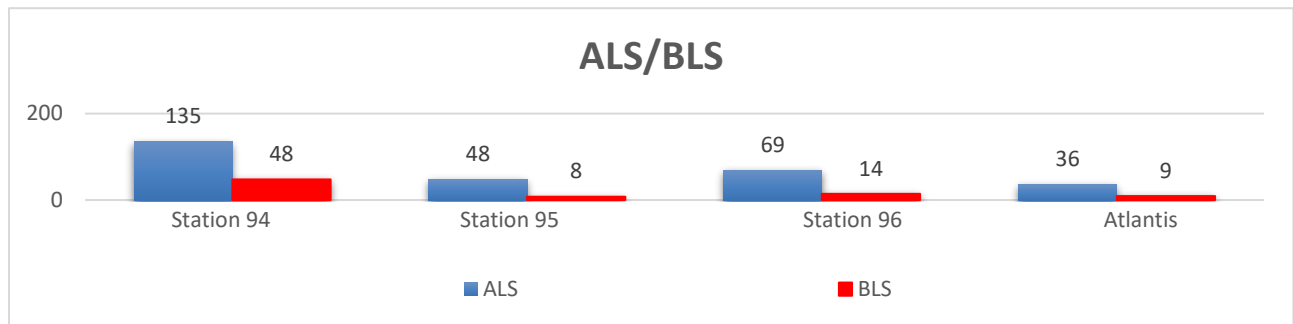
In October 2025, 508 patients were treated for Emergency Medical related services. Of those patients, 53 were in the City of Atlantis. These requests vary from a single unit responding to help an individual who has fallen to the floor, to a cardiac arrest necessitating multiple units, along with a mix of personnel, advanced skills and equipment.

Service Calls, Cancels, and Public Assists totaled 80. The requests include, but are not limited to, people locked out of home, water evacuation, animal problems, police assist, defective elevator, and canceled due to wrong address.



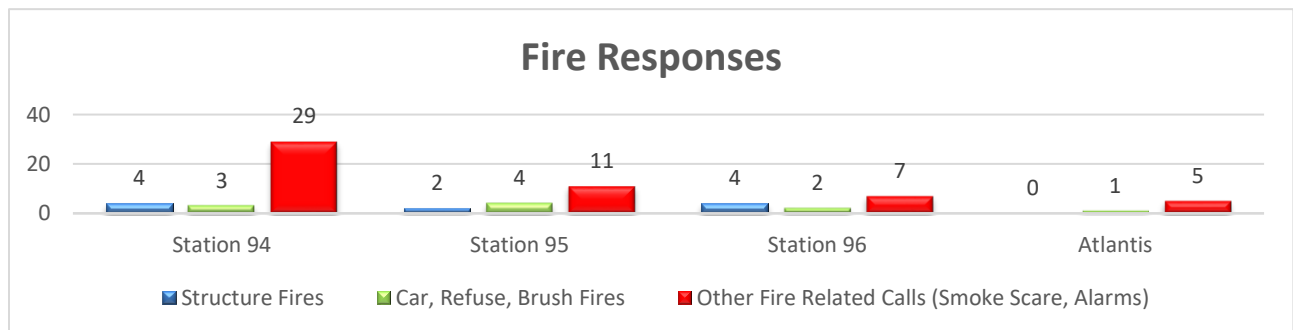
ALS/BLS

Fire Rescue transported 320 patients to a hospital or 63% of the patients we were called to treat. The majority of those (252) required Advanced Life Support procedures. ALS emergencies require additional personnel, specialized equipment, and skills. Often, an EMT or Paramedic will be taken from the ALS Engine to accompany the one person in the rear of the Rescue to assist with life-saving therapies.

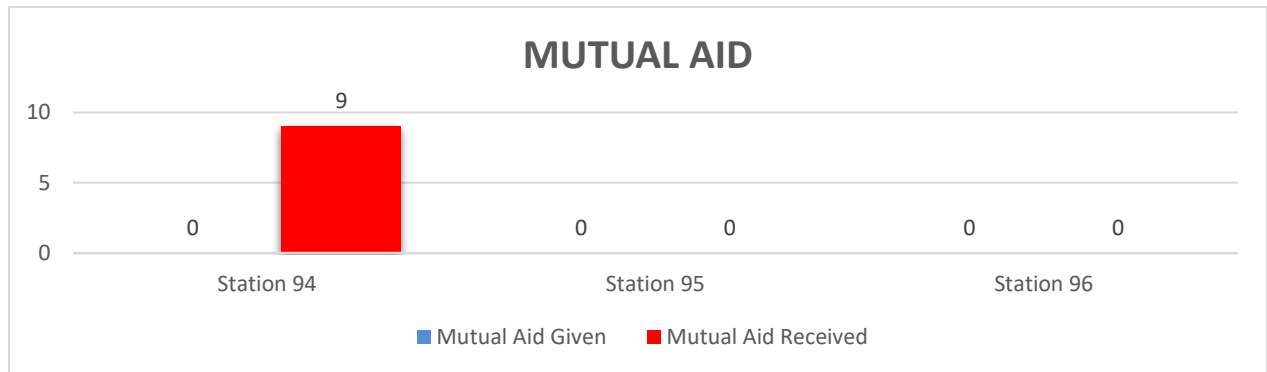


FIRE RESPONSES

Fire Rescue responded to 47 calls for a fire or smoke-related emergency. There were nine calls requiring an escalated response to a car, brush, or refuse fire; ten (10) were in a residential or commercial structure.



MUTUAL AID

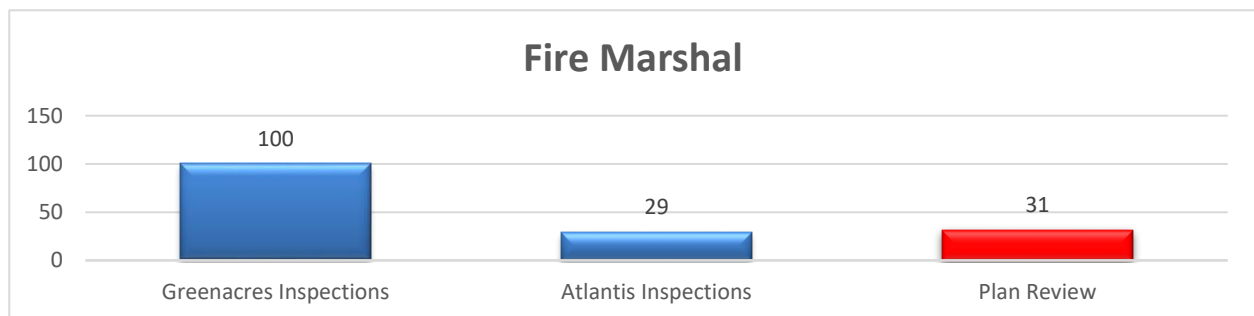


Mutual aid is the sending or receiving of emergency resources (apparatus, personnel) to or from another entity or agency upon request. No community has sufficient resources to handle every emergency of all sizes. Therefore, neighboring agencies work together through a system called Mutual Aid. That system is designed to be limited to large events that tax the resources beyond the normal capabilities of the community.

FIRE MARSHAL

Fire Prevention and Protection focuses on protecting people and property from fire through fire safety inspections, fire plans review, fire cause and origin investigations, and public education. In addition, the Fire Marshal provides fire safety lectures, attends land development meetings, and testifies at code enforcement hearings.

Inspections	129
Plans Review	31
Dollar Loss due to fire	88,770



SPECIAL SERVICES

Blood Pressure Screenings	3
Presentations, Station Tours/Attendees	5/136
Persons Trained in CPR	0



Department Report

MEETING DATE: December 1st, 2025

FROM: Georges Bayard, Director, Information Technology

SUBJECT: Department of Information Technology - October 2025 Activity Report

DEPARTMENT HIGHLIGHTS

The following report provides the highlights of activity within the Information Technology Department for the reporting period from October 1, 2025 – October 31, 2025.

1. October was Cybersecurity Awareness Month, with annual mandatory training assigned to all City computer system users. This year had a focus on Artificial Intelligence (AI), due to the significant increase in the use of this powerful technology by malicious actors to generate increasingly effective attack campaigns.
2. Completed work with vendor to build and deploy the City's new Intranet website, based on Microsoft SharePoint. This new intranet is expected to provide improved collaboration capabilities and easy access to a variety of tools such as AI and process automation, in addition to being the centralized private network hub where employees can access the information, resources, and tools they need to do their jobs. The site is built and departments are completing development of their respective pages.
3. Finalizing the network segmentation project for the Municipal Complex, to separate workstations and critical equipment - e.g. servers and switches - into distinct sub-networks, a best practice adding another security layer to the City's information systems.
4. Kicked off the project to upgrade to Council Chamber AV system and the Banquet Hall display. Awaiting system design plans and an equipment procurement update prior to scheduling the work.
5. The MyGovernmentOnline (MGO) implementation project continues with the DNS Department, to manage all Permitting, Planning & Zoning, Code Compliance and Business Tax Receipts (BTRs) activities. Onsite training sessions were provided by the vendor; Code Compliance is now using the software, with BTRs and Fire Inspections on hold due to the unexpected need to contract with a new credit card payment processing firm, which requires a weeks-long application and implementation process. Modules for Permitting and Zoning are currently in the configuration stage and are expected to be deployed in the next few weeks.

SERVICE DESK REQUESTS

October 2025

DEPARTMENT	CURRENT PERIOD	FY 2026 YTD	FY 2026 BUDGET
Administration	11	11	-
Community & Recreation Services	6	6	-
Development & Neighborhood Svcs.	20	20	-
Finance	7	7	-
Fire Rescue	9	9	-
Information Technology	3	3	-
Public Works	4	4	-
Purchasing	1	1	-
Youth Programs	3	3	-
Total Service Desk Requests	64	64	750



IT Department Monthly Activity Report - October, 2025

Number of Total Tickets

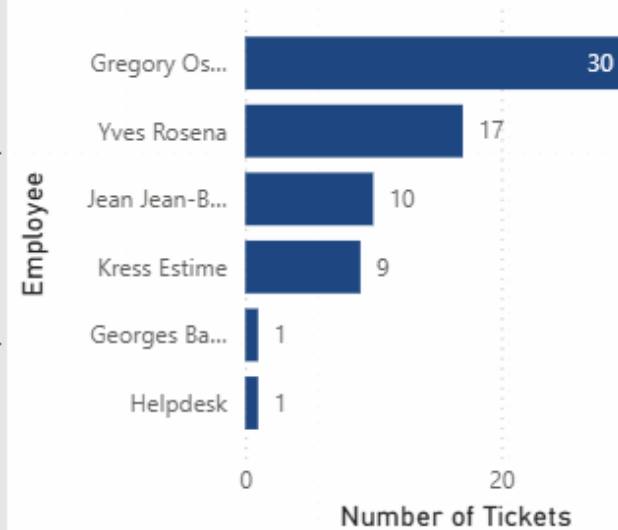
68

Tickets

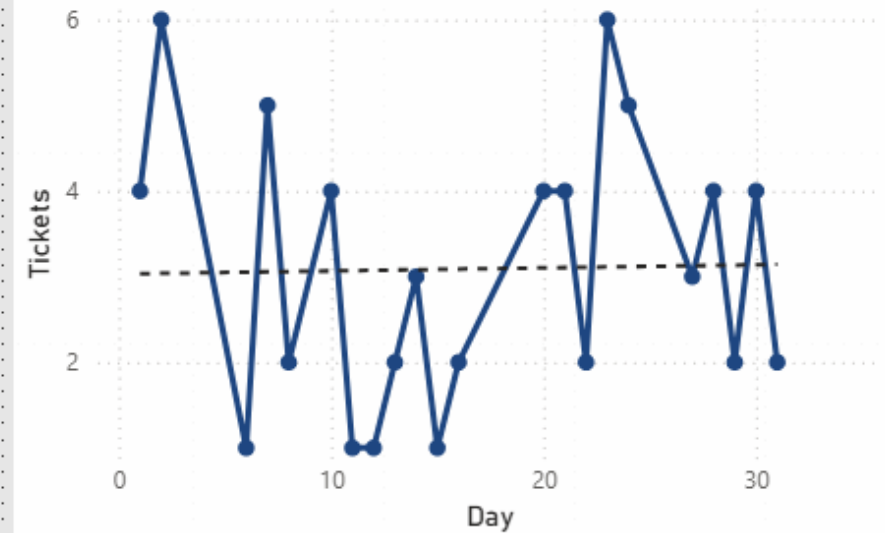
Tickets Resolved



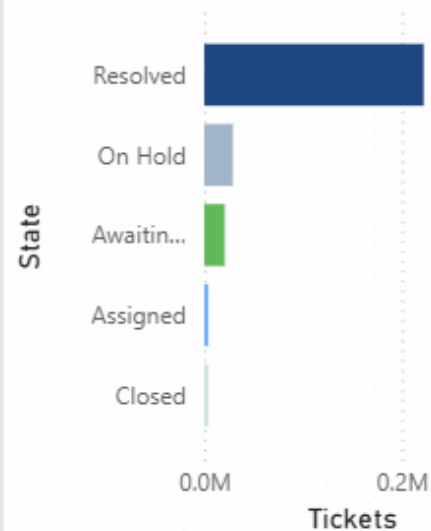
Number of Tickets by Employee



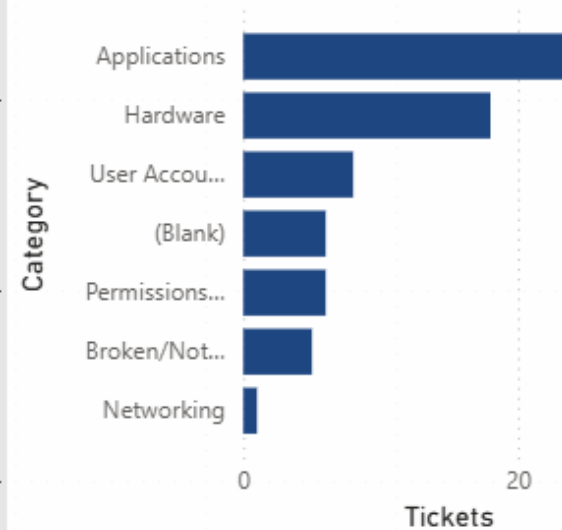
Tickets by Day



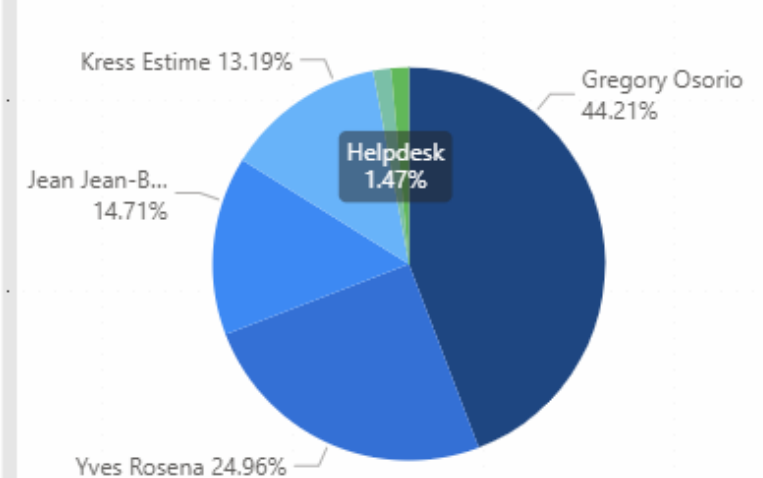
Tickets by State



Tickets by Category



% of Tickets by Employee





Department Report

MEETING DATE:

FROM: Captain Craig Turner, PBSO District 16

SUBJECT: PBSO District 16 – October 2025 Report

CAD CALLS

CAD CALLS	MONTHLY TOTALS
Business / Residence Checks (Self-Initiated)	2,059
Traffic Stops (Self-Initiated)	822
Calls for Service (Excluding 1050's & 1061's)	1,648
All CAD Calls - Total	4,529
Total Calls for Service – FY 2026 (October 2025 – September 2026)	1785

Data Source: CADS/Premier 1

*Omit Miscellaneous Calls

Note: P1 is a dynamic system. Meaning that #'s can change from what was previously reported in the event there is a location or call type re-classification/modification.

SUMMARY

During the month, there were 4,529 generated calls within the district and 64% of these calls were self-initiated.

TRAFFIC ACTIVITY

DISTRICT 16 PERSONNEL	
Total Citations	Total Warnings
345	400

Data Source: D16 Office Staff/Monthly Report

PBSO MOTORS UNIT	
Total Citations	Total Warnings
493	174

Data Source: D16 Office Staff

COMMUNITY POLICING EVENTS

- Community Policing Deputies Kummerfeldt and Perez participated in the Diamond View Elementary Walk to School Event, located at 5300 Haverhill Road Greenacres, Florida.
 - Community Policing Deputy Kummerfeldt taught the Girls Who Code program at Greenacres Elementary School located at 405 Jackson Avenue Greenacres, Florida (10/21/2025).
 - PBSO District 16 Tour with youth programs (10/22/2025).
 - PBSO District 16 Trunk or Treat Event (10/23/2025).
-

STREET CRIMES UNIT

- **C/N 25-098713, 25-098739 & 25-098738** - District 16 Street Crime Unit attempted a traffic stop on a Blue Mercedes at Kirk & Lakewood. The vehicle fled, and the traffic stop was immediately terminated. The vehicle fled at high speed and immediately crashed into three cars at Kirk and Lake Worth. Driver fled on Foot. A perimeter was established, and the suspect entered a home and hid under a bed, then fled on foot again and entered a yard and hid under an RV. K-9 and District 16 Street Crime Unit located the suspect and apprehended with the assistance of K-9. Tactical unit was actively looking for the suspect reference a DNA Warrant reference to a robbery. District 16 Street Crime Unit took lead on the case and arrested the suspect with Flee & Elude, (2) counts of burglary, offense against police K-9, leaving scene of crash with injury, resist without violence, No DL and reckless driving. The suspect was transported to the Palm Beach County Jail.
- **C/N 25-107957** – District 16 Street Crime Unit conducted a traffic stop on a vehicle for several violations. Contact was made with the driver, who appeared to be tampering with evidence. Agents observed paraphernalia in plain view and detained the suspect. Agents searched the vehicle and located crack cocaine in a plastic bag in the gas cap of the vehicle. Incident to arrest, Agents searched the suspect and located fentanyl and crack cocaine in his groin area. Agents completed a post-Miranda interview, and the suspect provided a full confession. The suspect was charged with possession of cocaine with intent to sell, possession of fentanyl with intent to sell, and possession of paraphernalia and was transported to the Palm Beach County Jail.
- **C/N 25-108157** - District 16 Street Crime Unit conducted a traffic stop on a vehicle for a tag not assigned to the vehicle. The vehicle fled from the Agents, and the Agents terminated the pursuit. Agents observed that the vehicle struck a curb, damaging the axle. The suspect fled the vehicle on foot, and Agents gave chase, where the suspect was taken into custody without incident. The suspect was charged with Flee and elude, Resist without violence, tag not assigned to a vehicle, operating a vehicle with no driver's license and reckless driving. The suspect was transported to the Palm Beach County Jail. Agents placed a 287g immigration detainer on the suspect.
- **C/N 25-110950 / C/N 25-110952** - District 16 Street Crime Unit conducted surveillance at a target residence in response to complaints. Agents observed a

vehicle departing the residence and conducted a traffic stop for a traffic violation. Contact was made with the driver and the passenger. Agents requested the suspect to exit the vehicle, at which point paraphernalia (a crack pipe) was observed in plain view. Both suspect were detained. A subsequent search of the vehicle led to the discovery of 495 grams of marijuana. One suspect was arrested for possession of paraphernalia and resist without violence, and the other suspect was arrested for possession of marijuana over 20 grams with intent to sell. Both subjects were transported to the Palm Beach County Jail.

PROPERTY DETECTIVES

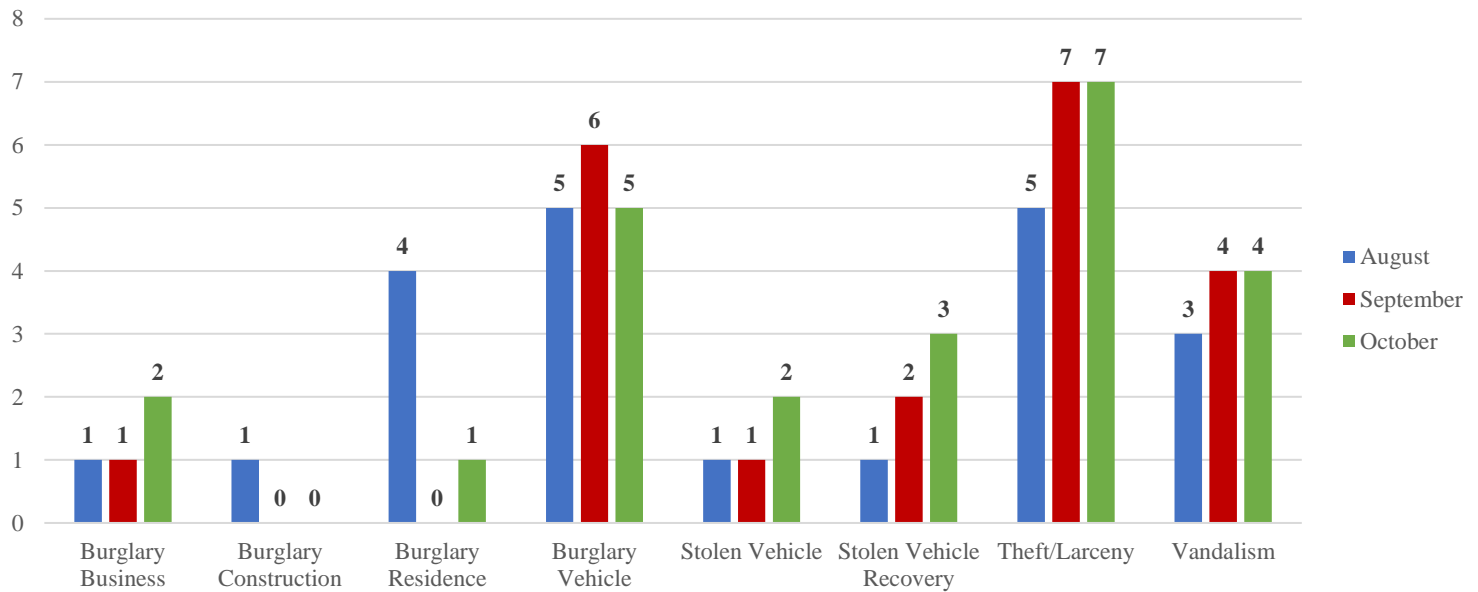
- On September 9, 2025 Greenlake Eye Care Center reported a retail theft. A white female and a Hispanic male entered the business together. The white female walked to the counter, distracting staff as the Hispanic male concealed five pairs of sunglasses with a total value of \$1800.00 in his pants. The suspects were identified. On October 9, the suspects were located and arrested by the District 16 Street Crime Unit. A search warrant was executed on their residence resulting in the recovery of the stolen sunglasses and clothing worn during the theft.
- On September 23, 2025 a shoplifting incident occurred at the Target located at 5900 Lake Worth Rd. During this incident an unknown white male stole an \$830 canon camera and \$380 Ray-Ban Meta glasses. An NTI was created and distributed at which time it was learned that this suspect also shoplifted from the Targets in District 1 and District 9 around the same time-frame. On 10/15/25 Detectives were able to positively identify the suspect. Probable cause was established. The suspect was apprehended by District 9 Detectives and transported to District 9. Post Miranda the suspect provided a full confession.
- On October 11, 2025 Detectives were called to "Chucho's Tacos" located at 5371 10th Avenue North in the City of Greenacres in reference to a stabbing. During a verbal argument the suspect stabbed the victim in the back, shoulder, and stomach, causing serious injuries. The stores video surveillance system captured the incident as well as the suspect being dropped off by a vehicle. The vehicle was identified and an NTI was created and distributed in an attempt to identify the suspect. The suspect was identified and an arrest warrant and search warrant were obtained for this case. A full confession was provided.

DATA ANALYSIS

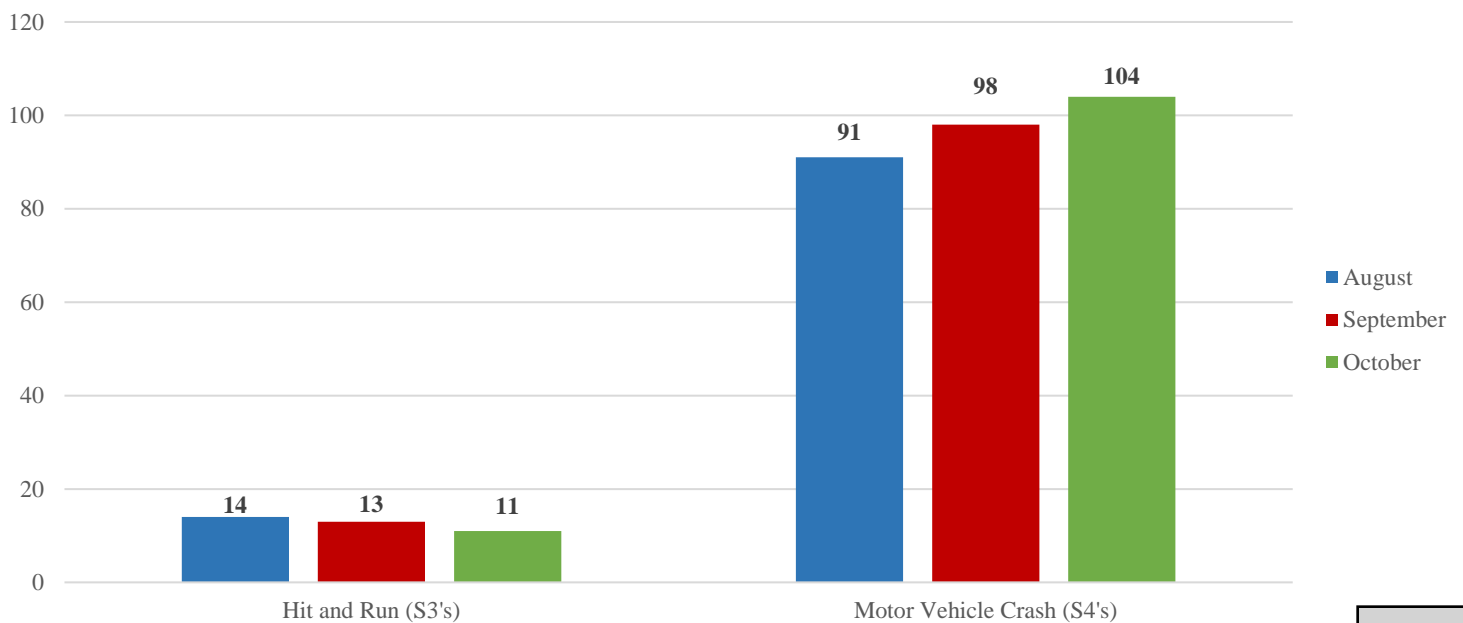
The data included in this report is charted and graphed to illustrate and compare changes over a specific time period. These charts and graphs are utilized to assist in determining crime trends and to measure enforcement efforts. This data is utilized in conjunction with other analysis to develop directed patrol and various enforcement

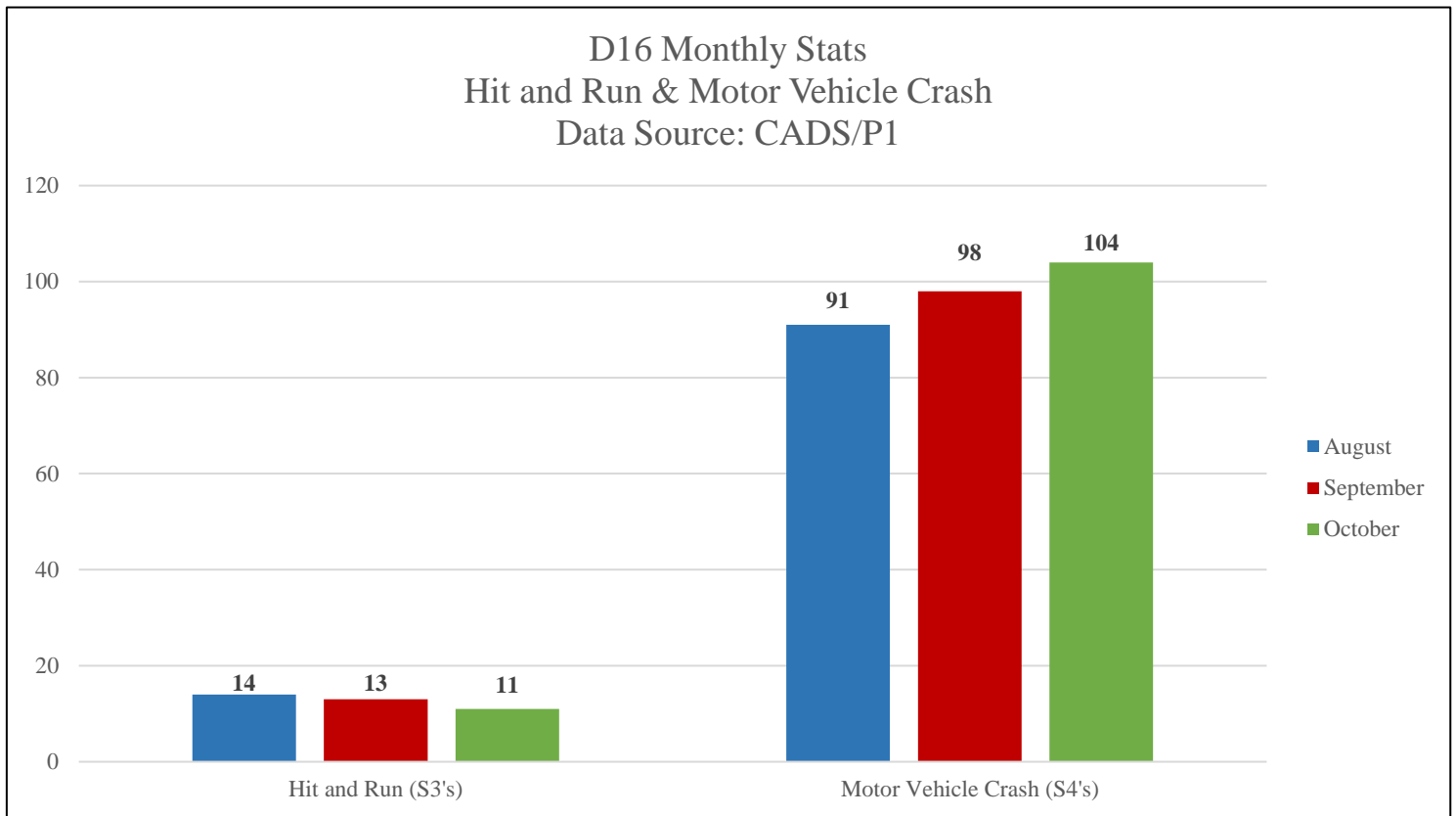
activities. The analysis included on these pages is presented as a brief highlight to explain the salient points of this report.

D16 Monthly Stats
Burglaries, Stolen Vehicle, Stolen Vehicle Recovery, Theft & Vandalism
 Data Source: CADS/P1



D16 Monthly Stats
Hit and Run & Motor Vehicle Crash
 Data Source: CADS/P1





TOP ACCIDENT LOCATIONS FOR OCTOBER 2025 - CASE NUMBER INCIDENTS (S3's, 4's & 5V)

LOCATION	CASE NUMBER COUNT
FOREST HILL BLVD / S JOG RD	10
LAKE WORTH RD / S JOG RD	9
LAKE WORTH RD / S MILITARY TRL	6
10TH AVE N / S JOG RD	5
LAKE WORTH RD / S HAVERHILL RD	4



Department Report

MEETING DATE: December 1, 2025

FROM: Carlos Cedeño, Public Works Director

SUBJECT: Public Works Department Report

DEPARTMENT HIGHLIGHTS

Listed below is a summary of the activities undertaken by the Public Works Department during the period of October 1, 2025 through October 31, 2025.

1. ADMINISTRATION:

- CIP updates:
 - Youth Programs Building (CIP-236): Construction is currently 80% complete and is tracking to be turned over to operations by the end of February 2026.
- Staff coordinated the scheduling for the demo and renovation of the PIP and new equipment for Rambo Park.

2. ROADS AND DRAINAGE MAINTENANCE

- A 20'x20' driveway apron in Villa Del Trio was repaired. Roots were grinded, damaged concrete removed and new concrete poured.
- Staff conducted camera inspection and clean-out of stormwater pipes between 15-1A & 15-1B inlets.
- Staff coordinated the scheduling on road resurfacing throughout the city with contractor.

3. VEHICLE MAINTENANCE

- Staff prepared requisitions for new vehicles and equipment for fiscal year 2026.
- Bus inspections for the Palm Beach County Health Department were conducted.
- Annual truck and man lift inspections were conducted.
- VM Supervisor attended the quarterly Safety Committee meeting.

4. BUILDING SERVICES

- Staff coordinated the installation of new flooring for the office spaces at the Community Center.

5. PARKS MAINTENANCE

- The butterfly garden at City Hall was upgraded with new plants, soil and a barrier of rocks for aesthetics and better maintenance functionality.



Department Report

MEETING DATE: December 1, 2025

FROM: Monica Powery, Director, Purchasing

SUBJECT: Department of Purchasing Activity Report

DEPARTMENT HIGHLIGHTS

The following report provides the highlights of activity within the Department of Purchasing for the reporting period from October 1 through October 31.

- a. 25-010 Mobile and Temporary Food Event Services – This Request for Proposal was advertised on August 3, 2025 and closed on September 5, 2025 with three (3) proposals received. City staff evaluated the proposals and recommends award to Gulfstream Goodwill Industries, Inc. d/b/a Good Grub, Kona Ice of South West Palm Beach, and That's My Dog Corp. The City Council approved the awards at the meeting held on October 20, 2025.
- b. RFQ26-001/CRS Professional Sound System with Stage & Video Wall for City Events – This Request for Quote was issued on October 1, 2025 and opened on October 17, 2025 with four (4) quotes received. City staff evaluated the proposals and recommends award to PK Productions Inc. as the lowest responsive and responsible bidder. To go before Council for approval at the meeting to be held on November 3, 2025.
- c. RFQ26-002/CRS Tents for City Events – This Request for Quote was issued on October 1, 2025 and opened on October 17, 2025 with four (4) quotes received. City Manager approved award to A Universal Rentals and Events Inc. as the lowest responsive and responsible bidder.
- d. RFQ26-003/CRS Inflatables for City Events – This Request for Quote was issued on October 1, 2025 and opened on October 17, 2025 with two (2) quotes received. City Manager approved award to A Universal Rentals and Events Inc. as the lowest responsive and responsible bidder.
- e. Solicitations In Progress – Public Works Steel Columns Repair; Fire Rescue Station 95 Lounge Renovation; and Parks Court Resurfacing.

DEPARTMENT ACTIVITY

ACTIVITY	CURRENT PERIOD	FY 2026 YTD
Purchase Orders Issued	185	185
Purchase Order Amounts	\$30,009,811.58	\$30,009,811.58
Solicitations Issued	3	3
Solicitations in Progress	3	-
Central Store Requests	3	3
Contracts Managed	78	78
Purchasing Card Purchases	324	324

Purchasing Card Transactions	\$52,202.96	\$52,202.96
No. of Training Sessions Conducted	0	0
Towing Revenue	\$ 0.00	\$0.00



Youth Programs Department Monthly Report

MEETING DATE: December 1, 2025

FROM: Jowie Mohammed, Director of Youth Programs

SUBJECT: October 2025 Department Report

PROGRAMMING

- Twenty-one (21) days of after school provided & two (2) full days of programming from 7:30a.m. - 5:30p.m.
- YP recognized Florida City Week (10/19 – 10/25) with various activities intended to teach participants about the important role of local governments.

PERFORMANCE MEASUREMENTS

PERFORMANCE MEASUREMENT	AVERAGE THIS PERIOD	FY 2026 TO DATE
# of Participants	95	95
# of Participants in Sierra Club ICO	23	15
# of Part's in TOP Program	20	20
# of Licenses Coordinated	1	1
# of MOU's Coordinated	2	2
# of Part.'s in Teen Advisory Council (TAC)	8	8
# of Com. Serv. Learning Projects coordinated	1	1
# of After-hour events coordinated	1	1
# of Presidential Volunteer Service Hours	604	5,745

FINANCIAL INFORMATION

GRANTS COORDINATED	AVERAGE THIS PERIOD	FY 2026 TO DATE
Early Learning Coalition	\$9,965.70	\$9,965.70
Parent & Registration Fees	\$14,197.00	\$14,197.00
Youth Services Department SEL Grant	\$00.00	\$00.00
Textile Funds	\$00.00	\$00.00
Summer Camp Scholarship Program	\$00.00	\$00.00

C.A.R.E.S REPORT

- On 10/11/25 the Sierra Club led a snorkeling trip for ten (10) of our 2nd- 3rd grade youth. The trip included admission and a tour of Sandoway Discovery Center where the youth met and interacted with various animals which included nurse sharks, snakes, alligators, stingrays, and many others. The youth were also taken to Delray Beach for Snorkeling and Cathrine Strong Splash Park for a picnic lunch which included sandwiches, fruit, cookies, chips and salsa. Everything for this trip was at no cost to the participants or to the city.
- For Florida Week 2025 the CARES program conducted various activities for our youth which included being a mayor for a day, designing your own city, and a mock city council meeting. Furthermore on 10/21/25 the youth were able to see a live demonstration of a car extrication hosted by Fire Rescue thank you Peter Wallwork for coordinating with Youth Programs to make the event a success. On 10/22/25 we were able to take the youth to District 16's station for a tour where the youth met the Palm Beach Sheriff's office Therapy Dog unit, Surveillance unit, and Motorcycle unit. Thank you, Megan Kummerfeldt for coordinating with Youth Programs to make the event a success.
- On 10/31/25 Youth Programs was able to coordinate its annual Happy Helpers parade where the youth from Youth Programs was able to go around to most of the cities departments and receive candy for Fall. The cities departments were dressed up, decorated and all smiles in welcoming the youth and handing out goodies to the youth. This event was a huge success, and we wanted to extend a big thank you to all of the departments who took the time out their day to dress and be there for the youth. Thank you to Benjamin Dexter from Youth Programs for coordinating the event.

TEEN PROGRAMS REPORT

- On October 17th, the teens in our program participated in college tours at Keiser University and Palm Beach Atlantic University. Both visits were highly engaging and informative. The students had the opportunity to explore campus life, learn about different academic programs, and ask questions directly to admissions staff and current students. The tours sparked meaningful conversations about career goals, college readiness, and future aspirations. Many teens expressed a renewed sense of motivation to focus on their grades and start planning for their post-graduation paths.
- On October 23rd, the teens participated in the City's Trunk or Treat event. They came up with a creative group theme, decorated their trunk, and dressed up in a variety of fun and spooky costumes. The event encouraged teamwork, creativity, and community engagement, as the teens interacted with families and younger children from the neighborhood. It was a great way for them to give back to the community while enjoying the festive spirit of the season.
- On October 27th, the teens collaborated with the City's Fire Department to lead fire safety activities with elementary school students. They taught important lessons on fire prevention, emergency procedures, and how to stay calm in dangerous situations. In

addition to learning, the teens facilitated interactive games and demonstrations to make the experience both fun and educational. The activity helped them develop leadership and communication skills while serving as positive role models for the younger students.