



CITY COUNCIL BUDGET HEARING MEETING

City of Greenacres, Florida

Monday, September 16, 2024 at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

AGENDA

Mayor and City Council

Chuck Shaw, Mayor

Judith Dugo, Deputy Mayor

John Tharp, Councilmember, District I

Peter Noble, Councilmember District II

Susy Diaz, Councilmember, District IV

Paula Bousquet, 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

Second Budget Hearing - Fiscal Year 2025 Proposed Budget

- 1. PUBLIC HEARING: Ordinance 2024-24: Second Reading:** Establishing a taxable valuation and levying an ad valorem tax on property located within the corporate limits of Greenacres, Florida, as of the year ending December 31, 2024; providing for repeal of conflicting ordinances, severability, and an effective date. - Andrea McCue, City Manager and Teri Beiriger, Director of Finance.
- 2. PUBLIC HEARING: Ordinance 2024-25: Second Reading:** Adopting an operating budget for the fiscal year beginning October 1, 2024, and ending September 1, 2025; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Andrea McCue City Manager and Teri Beiriger, Director of Finance.

SPECIAL BUSINESS

- 3. Presentation:** City Branding, Sam Preston, Senior Director, Project Leadership, North Star Place Branding + Marketing.
- 4. Presentation:** Roper Residential Lock Box Program. - Chief Brian Fuller, Fire Rescue.
- 5. Proclamation:** Information Technology Professional's Day, September 17, 2024 and National Cybersecurity Awareness Month, October 2024. - Georges Bayard, Director of Information Technology.

CONSENT AGENDA

- 6. Official Council Meeting Minutes:** City Council Special Meeting/Budget Hearing Minutes, September 3, 2024. - Quintella L. Moorer, City Clerk.
- 7. Resolution 2024-47:** Approving addendum eleven (11) to the Law Enforcement Services Agreement (LESA) with the Palm Beach County Sheriff's Office (PBSO), providing for an effective date. - Andrea McCue, City Manager.
- 8. Resolution 2024-50:** Authorizing budget adjustments within the Fiscal Year 2024 total operating budget. - Teri Beiriger, Director of Finance.
- 9. Resolution 2024-51:** Adopting a Capital Improvements Program for Fiscal Years 2025-2030. - Teri Beiriger, Director of Finance.
- 10. Resolution 2024-52:** Providing for automatic amendment for the Fiscal Year 2025 budget to reflect outstanding encumbered orders of Fiscal Year 2024; providing that the cost of those expenditures are to be paid from funds carried forward from Fiscal Year 2024. - Teri Beiriger, Director of Finance.
- 11. Resolution 2024-53:** Authorizing Staff actions to procure those items approved in the Fiscal Year 2025 Budget. - Teri Beiriger, Director of Finance.
- 12. Resolution 2024-54:** Approving the agreement between the City of Greenacres and Khan Builders, Inc., to renovate one (1) men's restroom, one (1) women's restroom, and one (1) ADA compliant unisex restroom at the WIC Center located at 5985 10th Avenue, Greenacres, FL 33463; authorizing the appropriate City Officials to execute the agreement; and providing for an effective date. - Monica Powery, Director of Purchasing.

REGULAR AGENDA

- 13. PUBLIC HEARING: Ordinance 2024-20: Second Reading:** Amending the defined contribution retirement plan for the general employees of the City of Greenacres, providing for conflicting ordinances and providing an effective date. - Teri Beiriger, Director of Finance.
- 14. PUBLIC HEARING: Ordinance 2024-22: First Reading:** Amending the Future Land Use Map of the future land use element of the City's Comprehensive Plan, to change the future land use designation of two parcels of land totaling approximately 6.56 acres, located at 6240 Dodd Road and adjacent vacant parcel from a City of Greenacres designation Residential Medium Density (RS-RM) and Commercial (CM) to a City of Greenacres designation of Residential High Density (RS-RH) as requested by J Morton Planning/Landscape Architecture, agent for the owners, Morija Evangelical Alliance Church Inc. of Delray and Lake Wellington Professional Center; providing for repeal of conflicting ordinances, severability, transmittal, inclusion in the Comprehensive Plan; and an effective date. - Gionni Gallier, Senior Planner.
- 15. PUBLIC HEARING: Ordinance 2024-23: First Reading:** Approving a rezoning and official zoning map amendment for two parcels of land totaling approximately 6.56 acres, located at 6240 Dodd Road and adjacent vacant parcel from a City of Greenacres designation of Residential Medium-2 (RM-2) (7 units per acre) and Commercial General (CG) to a City of Greenacres designation of Residential High (RH), as requested by the petitioner, J Morton Planning/Landscape Architecture, agent for the owners, Morija Evangelical Alliance Church Inc. of Delray and Lake Wellington Professional Center Inc.; providing for changes to the official zoning map, repeal of conflicting ordinances, severability; and providing for an effective date. Gionni Gallier, Senior Planner

- 16. QUASI-JUDICIAL: PUBLIC HEARING: Resolution 2024-44:** Approving the application for Site Plan approval to construct a one-story 2,598 square feet office building and a three unit two-story townhouse within a Mixed Use Development - Office (MXD-O) zoning district, located approximately 650 feet north of Woodlake Boulevard at 3494 South Jog Road, as requested by the applicant, Steven Gaynair, agent for the owner, C&C Petro Investments, LLC; providing for repeal of conflicting resolutions; and providing for an effective date. - Gianni Gallier, Senior Planner.
- 17. Ordinance 2024-26: First Reading:** Amending Chapter 10, Personnel, Article 4, Retirement, Pensions and other Employee Benefit Programs, Division 3, Retirement Systems Authorized by Section 10-148 entitles "Public Safety Officers and Firefighters Retirement Plan and Trust"; amending the City of Greenacres Public Safety Officers and Firefighters' Retirement Plan and Trust Defined Benefit Plan and Trust Adoption Agreement to implement a change to the process for the crediting and earnings on the shared accounts; providing for repeal of conflicting ordinances; providing for inclusion in the Code; providing for severability; and providing for an effective date. - Andrea McCue, City Manager.
- 18. Resolution 2024-46:** A resolution adopted by the City Council of the City of Greenacres, Florida, repealing Resolution number 2020-40, which adopted a schedule for building permit fees and Resolution number 2022-30, which amended the Development and Neighborhood Services Department fee schedule adding engineering and right-of-way permit fees and other associated fees; establishing a new Development and Neighborhood Services Department fee schedule that incorporates building permit fees pursuant to Section 4-8 of the Greenacres Code and filing fees related to land development applications and other reviews and processes pursuant to Section 12-8 and 16-35(b) of the Greenacres Code; providing for repeal of conflicting resolutions; and providing for an effective date. - Linda Mia Franco, AICP, Zoning Administrator.
- 19. Fiscal Year 2025 Property Improvement Program Guidelines Review:** Andrea McCue, City Manager, Aileen Hernandez, Public Works Specialist.
- 20. Reappointment to the Public Safety Officers/Firefighters Retirement Board of Trustees.** -Reappointing Brian Brady to serve another four-year term. - Andrea McCue, City Manager.

DISCUSSION ITEM - None.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

CITY MANAGER'S REPORT

- 21.** Community Recreation Services Report.
- 22.** Development and Neighborhood Services.
- 23.** Finance Report.
- 24.** Fire Rescue Report.
- 25.** Information Technology Report
- 26.** Palm Beach Sheriff's Office District 16 Report.
- 27.** Public Works Report
- 28.** Purchasing Report.

[29](#). Youth Programs Report.

CITY ATTORNEY'S REPORT

MAYOR AND CITY COUNCIL REPORT

ADJOURNMENT

City Council Future Meetings

October 7, 2024.

October 21, 2024.

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: September 16, 2024
FROM: Teri Lea Beiriger, Director of Finance
SUBJECT: Ord. Nos. 2024-24 and 2024-25

BACKGROUND

Florida Statutes Section 200.065 specifies the procedural steps that must be followed by each unit of local government in the preparation and approval of the government entity's property tax millage, levy, and annual budget. In accordance with these regulations, the certified taxable property values as of June 26, 2024, provided by the Palm Beach County Property Appraiser will be used to determine the ad valorem tax proceeds in the calculation of the Fiscal Year (FY) 2024-2025 Budget.

Taxing authorities must hold two (2) public hearings to adopt a millage rate and budget. This evening's hearing is the First Public Hearing of the City of Greenacres to adopt a tentative millage rate and budget for Fiscal Year 2024-25.

The tentative millage rate and the budget must be adopted by separate votes. Pursuant to direction provided by the City Council at the budget workshop held on June 17th and the budget meeting held on July 15th, staff has prepared the two (2) ordinances required by the Truth in Millage (TRIM) process for approval by the City Council. The ordinance to establish the taxable value and set the ad valorem rate (Ordinance 2024-24) must be passed first, followed by the ordinance to adopt the budget (Ordinance 2024-25).

ANALYSIS

The first ordinance, 2024-24, establishes the taxable value and sets the ad valorem rate.

The certified total taxable value of \$3,144,674,964 provided by the Property Appraiser's office is \$261,746,929 more than last year's certified taxable value of \$2,882,928,035. The 9.08% increase in taxable value is due to an increase in property values along with an increase in new construction.

The millage rate of 6.300 mills applicable to the General Fund Levy, for Fiscal Year 2025 is 8.33% greater than the calculated rolled-back millage rate pursuant to Section 200.065(1) F.S. of 5.8156 mills that generates the same amount of property tax revenue as last year on existing real and personal property.

The property tax rate of 6.300 mills set by ordinance 2024-24 would generate \$19,018,994 of ad valorem revenue, or \$1,583,045 more than FY2024.

The second ordinance, 2024-25, adopts an operating budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025. The proposed budget appropriated revenues and expenditures from \$63,713,745 in FY 2024 to \$58,337,694 in FY 2025.

FINANCIAL INFORMATION

The proposed ordinances set the total millage at 6.3000 mills and appropriate \$58,337,694 for the operation of the City in FY2025.

LEGAL

The first budget hearing was advertised in the preliminary tax assessment notices as required in F.S. 200.065. The second hearing, to set the millage rate and adopt the FY2025 budget, is scheduled for September 16, 2024, at 6:00 p.m. at the Greenacres City Hall and was advertised in a newspaper that has local circulation in the City.

STAFF RECOMMENDATION

Approval of Ordinance 2024-24 and Ordinance 2024-25.

ORDINANCE NO. 2024-24

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ESTABLISHING A TAXABLE VALUATION AND LEVYING AN AD VALOREM TAX ON PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF GREENACRES, FLORIDA, AS OF THE YEAR ENDING DECEMBER 31, 2024; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, in accordance with Chapter 200.065 F.S., the Palm Beach County Property Appraiser has certified the tax roll for the City of Greenacres for the purpose of computing an ad valorem tax rate for the fiscal year beginning October 1, 2024, and ending September 30, 2025; and

WHEREAS, in the preparation of the operating budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, the City of Greenacres Council has utilized the certified taxable valuation in computing the ad valorem tax rate necessary to fund the operating budget; and

WHEREAS, the City Council has determined that setting the millage rate as set forth herein serves a valid public purpose.

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

SECTION 1. For the purpose of setting an ad valorem tax rate for the operating budget, the effective taxable value for all real and personal property for the year 2024 was certified on June 26, 2024, to be \$3,144,674,964. The 2024 certified value was higher by \$261,746,929 (9.08%) than the 2023 final certified value of \$2,882,928,035.

SECTION 2. For the purpose of funding the operating budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, the effective taxable value as listed above will be and is hereby taxed at the total rate of 6.300 mills.

SECTION 3. The millage rate of 6.3000 mills applicable to the General Fund Levy, for Fiscal Year 2024 is 8.33% greater than the calculated rolled-back millage rate pursuant to Section 200.065(1) F.S. of 5.8156 mills that generates the same amount of property tax revenue as last year on existing real and personal property.

SECTION 4. 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 5. 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 6. Effective Date

The provisions of this Ordinance shall become effective October 1, 2024, in accordance with the laws of the State of Florida.

Passed on the first reading this 3rd day of September 2024.

PASSED AND ADOPTED on the second reading this 16th day of September 2024.

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, Deputy Mayor

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

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FROM: Teri Lea Beiriger, Director of Finance
SUBJECT: Ord. Nos. 2024-24 and 2024-25

BACKGROUND

Florida Statutes Section 200.065 specifies the procedural steps that must be followed by each unit of local government in the preparation and approval of the government entity's property tax millage, levy, and annual budget. In accordance with these regulations, the certified taxable property values as of June 26, 2024, provided by the Palm Beach County Property Appraiser will be used to determine the ad valorem tax proceeds in the calculation of the Fiscal Year (FY) 2024-2025 Budget.

Taxing authorities must hold two (2) public hearings to adopt a millage rate and budget. This evening's hearing is the First Public Hearing of the City of Greenacres to adopt a tentative millage rate and budget for Fiscal Year 2024-25.

The tentative millage rate and the budget must be adopted by separate votes. Pursuant to direction provided by the City Council at the budget workshop held on June 17th and the budget meeting held on July 15th, staff has prepared the two (2) ordinances required by the Truth in Millage (TRIM) process for approval by the City Council. The ordinance to establish the taxable value and set the ad valorem rate (Ordinance 2024-24) must be passed first, followed by the ordinance to adopt the budget (Ordinance 2024-25).

ANALYSIS

The first ordinance, 2024-24, establishes the taxable value and sets the ad valorem rate.

The certified total taxable value of \$3,144,674,964 provided by the Property Appraiser's office is \$261,746,929 more than last year's certified taxable value of \$2,882,928,035. The 9.08% increase in taxable value is due to an increase in property values along with an increase in new construction.

The millage rate of 6.300 mills applicable to the General Fund Levy, for Fiscal Year 2025 is 8.33% greater than the calculated rolled-back millage rate pursuant to Section 200.065(1) F.S. of 5.8156 mills that generates the same amount of property tax revenue as last year on existing real and personal property.

The property tax rate of 6.300 mills set by ordinance 2024-24 would generate \$19,018,994 of ad valorem revenue, or \$1,583,045 more than FY2024.

The second ordinance, 2024-25, adopts an operating budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025. The proposed budget appropriated revenues and expenditures from \$63,713,745 in FY 2024 to \$58,337,694 in FY 2025.

FINANCIAL INFORMATION

The proposed ordinances set the total millage at 6.3000 mills and appropriate \$58,337,694 for the operation of the City in FY2025.

LEGAL

The first budget hearing was advertised in the preliminary tax assessment notices as required in F.S. 200.065. The second hearing, to set the millage rate and adopt the FY2025 budget, is scheduled for September 16, 2024, at 6:00 p.m. at the Greenacres City Hall and was advertised in a newspaper that has local circulation in the City.

STAFF RECOMMENDATION

Approval of Ordinance 2024-24 and Ordinance 2024-25.

ORDINANCE NO. 2024-25

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ADOPTING AN OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager, in accordance with provisions of State Law and the City Charter, has submitted a proposed budget to the City Council for the Fiscal Year beginning October 1, 2024, and ending September 30, 2025; and

WHEREAS, the City Council has considered the recommendations of the City Manager and has made revisions thereto; and

WHEREAS, the City Council has complied with Chapter 200.065 F.S., in the setting of a proposed millage rate and the computation of a roll-back rate; and

WHEREAS, the City Council has scheduled and advertised public hearings on the proposed operating budget in accordance with Section 200.065, Florida Statutes and the proposed operating budget has been posted to the City's website in accordance with Section 166.241(3), Florida Statutes; and,

WHEREAS, the City Council finds adoption of the proposed operating budget for Fiscal Year 2024-2025 serves a valid public purpose.

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

SECTION 1. For the purpose of fixing the amount of appropriations for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025, it is estimated that revenues will be available to meet budgeted appropriations according to the following sources:

REVENUES
GENERAL FUND

<i>Ad Valorem Taxes</i>	\$	18,924,970
<i>Utility Taxes</i>		3,836,000
<i>Other Taxes</i>		3,092,300
<i>Permits & Fees</i>		3,697,813
<i>Intergovernmental</i>		7,839,200
<i>Charges for Services</i>		7,557,485
<i>Fines & Forfeitures</i>		132,900
<i>Interest Income</i>		1,059,276
<i>Rents & Royalties</i>		430,292
<i>Miscellaneous</i>		<u>149,412</u>
Total Revenues - General Fund	\$	46,719,648

SPECIAL REVENUE FUNDS

Forfeitures Fund

<i>Florida State Statute 932.7055 Prohibits Budgeting Anticipated Revenue ..</i>		N/A
<i>Use of Fund Balance</i>	\$	<u>99,664</u>
<i>Sub-Total Forfeitures Fund</i>	\$	99,664

Arboreous Fund

<i>Revenue - Contributions, Interest Earned, Impact Fees</i>	\$	1,200
<i>Use of Fund Balance</i>		<u>8,800</u>
<i>Sub-Total Arboreous Fund</i>	\$	10,000

Fire Rescue Donations and Contributions Fund

<i>Revenue - Contributions & Interest Earned</i>	\$	600
<i>Use of Fund Balance</i>		<u>22,204</u>
<i>Sub-Total Public Safety Donation and Contributions Fund</i>	\$	22,804

Youth Programs Fund

<i>Revenue - Intergovernmental Grants, Fees, Contributions</i>	\$	1,330,361
<i>Budgeted Fund Balance Surplus</i>		<u>(21,335)</u>
<i>Sub-Total Youth Programs Fund</i>	\$	1,109,026

Ordinance No. 2024-25 | Adoption of Operating Budget

Page No. 3

Art in Public Places

Revenue - Intergovernmental Grants, Fees, Contributions	\$	245
Budgeted Fund Balance Surplus		<u>70,107</u>

Sub-Total Youth Programs Fund \$ 70,352

Appropriated use of Fund Balance)..... \$ (20,560)

Total Revenues - Special Revenue Funds \$ 1,311,846

DEBT SERVICE FUND

Public Facility Improvement Notes

Interest Earned \$ 0

Inter-fund Transfer 0

Budgeted Fund Balance Surplus 0

Total Revenues - Debt Service Fund \$ 0

CAPITAL PROJECTS FUNDS

Revenue New Growth Fund \$ 683,000

Revenue Parks and Recreation 60,268

Revenue Reconstruction & Maintenance 1,484,000

Revenue Infrastructure Surtax 9,177,441

Revenue American Rescue Plan 11,671,994

Use of Fund Balance (12,770,503)

Ordinance No. 2024-25 | Adoption of Operating Budget

Page No. 4

Total Revenues - Capital Projects Funds \$ 10,306,200

Total Revenues Available \$ 58,337,694

SECTION 2. For the purpose of financing the operations of the City of Greenacres, Florida, for the Fiscal Year beginning October 1, 2024, and ending September 30, 2025, there is hereby appropriated from taxes and other revenues and sources received by the City of Greenacres, the following amounts:

APPROPRIATIONS

GENERAL FUND

<i>Administration</i>	\$	3,321,295
<i>Finance</i>		1,325,230
<i>Purchasing</i>		441,968
<i>Information Technology</i>		1,839,387
<i>Development & Neighborhood Ser</i>		2,980,146
<i>Public Works</i>		3,982,593
<i>Fire Rescue</i>		13,580,675
<i>Community and Recreation Services</i>		2,057,998
<i>Non-Departmental</i>		15,655,356
<i>Interfund Transfers</i>		1,485,000
<i>Contingency</i>		<u>50,000</u>

Total General Fund Appropriations \$ 46,719,648

SPECIAL REVENUE FUNDS

<i>Forfeitures Fund</i>	\$	99,664
<i>Arboreous Fund</i>		10,000
<i>Public Safety Donation & Contribution Fund</i>		22,804
<i>Youth Programs Fund</i>		1,109,026
<i>Art In Public Places</i>		<u>70,352</u>
Total Special Revenue Appropriations	\$	1,311,846

DEBT SERVICE

Public Facility Imp. Notes

Ordinance No. 2024-25 | Adoption of Operating Budget

Page No. 5

<i>Principal</i>	\$	0
<i>Interest</i>	\$	<u>0</u>

Total Debt Service Fund Appropriations \$ **0**

CAPITAL IMPROVEMENT FUNDS

<i>New Growth</i>	\$	5,230,000
<i>Parks and Recreation</i>		596,000
<i>Reconstruction & Maintenance</i>		1,100,200
<i>Infrastructure Surtax</i>		3,380,000
<i>American Rescue Plan</i>		0
<i>Inter-fund Transfer</i>		<u>0</u>

Total Capital Funds Appropriations \$ **10,306,200**

Total Appropriations..... \$ **58,337,694**

SECTION 3. 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 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.

Ordinance No. 2024-25 | Adoption of Operating Budget

Page No. 6

SECTION 5. Effective Date

The provisions of this Ordinance shall become effective October 1, 2024 in accordance with the laws of the State of Florida.

Passed on the first reading this 3rd day of September 2024.

PASSED AND ADOPTED on the second reading this 16th day of September 2024.

Chuck Shaw, Mayor

Voted:
Judith Dugo, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

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

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

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



Residential **LOCK BOX**

P R O G R A M

www.roperlock.com/product/greenacres-fire-department

www.greenacresfl.gov





Greenacres Fire Rescue Residential Lock Box Program

The Roper Lock Box, accessible only by the Greenacres Fire Rescue Department using a master key, allows emergency responders to enter a home quickly during emergencies, preventing damage from forced entry. It's particularly beneficial for individuals with medical issues, those recovering from hospital stays, people living alone, users of medical alert services, and seasonal residents.

To participate, residents order a lock box online at:
www.roperlock.com/product/greenacres-fire-department

The boxes cost **\$40.50** plus shipping fees.

You can choose the lock box that suits your needs. It will be shipped to your home or facility within 1-3 days.

Your fire department will securely place the entry keys inside the box during a scheduled appointment. Have a copy of your residence key ready to be placed in the lock box at that time.

(If you have a wall-mounted lock box, ensure it is mounted before the appointment).

OVER THE DOOR



DOOR KNOB MOUNT



WALL MOUNT

(Resident is responsible for installation)



To purchase your Lock Box and for more information scan the QR code or visit www.roperlock.com/product/greenacres-fire-department or call Greenacres Fire Rescue at (561) 642-2129

PLEASE NOTE: This program is available only to residents in Greenacres Fire Rescue's service area.



CITY COUNCIL SPECIAL MEETING/BUDGET HEARING

City of Greenacres, Florida

Tuesday, September 03, 2024, at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

MINUTES

Mayor and City Council

Chuck Shaw, Mayor

Judith Dugo, Deputy Mayor

John Tharp, Councilmember, District I

Peter Noble, Councilmember District II

Susy Diaz, Councilmember, District IV

Paula Bousquet, Councilmember, District V

Administration

Andrea McCue, City Manager

Christy Goddeau, City Attorney

Glen J. Torcivia, City Attorney

Tanya Earley, City Attorney

Quintella Moorner, City Clerk

CALL TO ORDER AND ROLL CALL

Mayor Shaw called the meeting to order at 6PM and City Clerk Moorner called the Roll. Councilmembers Noble and Bousquet were absent.

PLEDGE OF ALLEGIANCE

A moment of silence was taken for the accident taken place on the Florida Turnpike on September 3.

AGENDA APPROVAL

Motion made by Deputy Mayor Dugo, Seconded by Councilmember Diaz to approve the agenda. Voting Yea: Deputy Mayor Dugo, Councilmember Tharp, and Councilmember Diaz.

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

Mr. Humberto Esquivel was not in favor for the newly adopted tax assessment and questioned what the funds were allocated to.

First Budget Hearing - Fiscal Year 2025 Proposed Budget

- 1. PUBLIC HEARING: Ordinance 2024-24: First Reading:** Establishing a taxable valuation and levying an ad valorem tax on property located within the corporate limits of Greenacres, Florida, as of the year ending December 31, 2024; providing for repeal of conflicting ordinances, severability, and an effective date. Teri Beiriger, Director of Finance.

Ms. Moorner read the ordinance by title.

Ms. McCue read the required Florida State Statue Chapter 200.065 into the record as required. She reviewed the operating millage rated summary. The millage rate was set at

6.3. Ms. McCue showed the rollback rate of 5.3. She also showed the City's millage history from 2016-2025. Staff recommended approval of ordinance 2024-24.

Mr. Humberto Esquivel asked why the millage rate changed and what caused the change since 2016. Ms. McCue stated the increases were due to operating expenses and materials.

Motion made by Deputy Mayor Dugo, Seconded by Councilmember Tharp to approve Ordinance 2024-24 on First Reading.

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

2. PUBLIC HEARING: Ordinance 2024-25: First Reading: Adopting an operating budget for the fiscal year beginning October 1, 2024, and ending September 1, 2025; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Teri Beiriger, Director of Finance.

Ms. Moorer read the ordinance by title.

Ms. McCue said the operating proposed budget was over \$58 million, with a millage of 6.3 mills. She also highlighted some changes such as the solid waste collection and the Palm Beach Sheriff's Office contract. She mentioned the City currently had no debt.

Ms. McCue mentioned public safety was mostly the City's budget.

She highlighted some 2025 projects which included the Emergency Operating Center, Fire Station and maintaining current infrastructure.

Staff recommended approval of ordinance 2024-25.

Mr. Jose Siegel stated the City could do better by injecting more into local businesses. He felt it would be a great use of funds. He felt the City did a great job with funds and parks.

Mayor Shaw stated the City had one of the lowest millage in the County and the City had no debt and he was satisfied with the City.

Motion made by Deputy Mayor Dugo, Seconded by Councilmember Tharp to approve Ordinance 2024-25 on First Reading.

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

SPECIAL BUSINESS

3. Presentation: Certificate of Recognition to Mayor Shaw. - Palm Beach County Commissioner Michael A. Barnett, District 3.

Commissioner Barnett said it was an honor to be present and he thanked the City for connection between the City and County.

He presented Mayor Shaw with a Certificate of Recognition for his outstanding lifelong dedication to the County, School Board, and the City.

Commissioner Barnett read the proclamation into the record.

Photos were taken.

- 4. Proclamation:** Light it up Green for Muscular Dystrophy Awareness, September 2024. - Nadine Kirby.

Councilmember Tharp read the proclamation into the record.

Ms. Kirby was not present.

- 5. Proclamation:** Hispanic Heritage Month, September 2024. - Maricela Torres, Latinos Leadership Alliance.

Councilmember Diaz read the proclamation into the record.

Ms. Torres of the Latino Leadership Alliance and her colleagues thanked the Council for their recognition.

Photos were taken.

- 6. Proclamation:** Firefighter Appreciation Month, September 2024. - Chief Brian Fuller, Fire Rescue.

Deputy Mayor Dugo read the proclamation into the record.

She thanked all the Firefighters of Greenacres.

Chief Fuller stated the Firefighters collected \$105,000 for Muscular Dystrophy Association last week.

Photos were taken.

- 7. Proclamation:** Hunger Action Month, September 2024. - Amy Talbot Feeding South Florida, Seth Bernstein and Julie Krefle, United Way.

Councilmember Diaz read the proclamation into the record.

Mr. Bernstein thanked the Council for the recognition and provided some statistics regarding hunger.

Ms. Krefle mentioned a few programs around the City during the summer and school year.

Ms. Shelby Coldiron thanked the City and also mentioned a food map finder for residents around the County. She welcomed everyone to volunteer and or take a tour of the warehouses

CONSENT AGENDA

- 8. Official Council Meeting Minutes:** City Council Meeting Minutes and City Council Budget Meeting Minutes, August 19, 2024. - Quintella L. Moorer, City Clerk.

- 9. Resolution 2024-45:** Authorizing participation in the Public Emergency Medical Transportation (PEMT) supplemental payment program for Medicaid managed care patients; delegating authority to execute letter(s) of agreement with the State of Florida relating to intergovernmental transfers to the state; and delegating authority to execute other documents necessary to participate in the program. -Teri Lea Beiriger, Director of Finance.

Motion made by Councilmember Diaz, Seconded by Deputy Mayor Dugo to approve the Consent Agenda.

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

REGULAR AGENDA

10. Ordinance 2024-20: First Reading: Amending the defined contribution retirement plan for the general employees of the City of Greenacres, providing for conflicting ordinances and providing an effective date. - Teri Lea Beiriger, Director of Finance.

Ms. Moorer read the ordinance into the record.

Ms. Beiriger mentioned the total contribution schedule. She provided some plan comparisons. The City currently allowed five percent, the Ordinance recommended an increase to seven percent. Staff recommended approval.

Motion made by Deputy Mayor Dugo, Seconded by Councilmember Tharp to approve Ordinance 2024-20 on First Reading.

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

11. Appointment of Planning and Zoning Board of Appeals Member: Appointing Leonard Grant to serve a three-year term. - Andrea McCue, City Manager.

Ms. McCue recommended Mr. Grant.

Motion made by Deputy Mayor Dugo, Seconded by Councilmember Tharp to approve Mr. Grant

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

DISCUSSION ITEM - None.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Mr. Humberto Esquivel questioned why his grass was not being cut on his property and why was no parking allowed on the grass that he maintained.

CITY MANAGER'S REPORT

None.

CITY ATTORNEY'S REPORT

None.

MAYOR AND CITY COUNCIL REPORT

None.

ADJOURNMENT

7:08PM.

Chuck Shaw
Mayor

Quintella Moorer, MMC
City Clerk

Date Approved: _____



ITEM SUMMARY

MEETING DATE: September 16, 2024
FROM: Andrea McCue, City Manager, Administration
SUBJECT: Resolution 2024-47 Law Enforcement Services Agreement (LESA)
 Addendum Eleven (11).

BACKGROUND

The City entered a contract with the Palm Beach County Sheriff's (PBSO) to provide police services to the City through the execution of a LESA. The LESA was executed on August 10, 2015, with an effective date of February 1, 2016, and has been subsequently adjusted through addendums one (1) through ten (10).

ANALYSIS

With the exception of the cost increase, all terms and conditions remain the same.

FINANCIAL INFORMATION

The annual expenditure for law enforcement services shall be \$11,315,186.00.

LEGAL

The City Attorney has reviewed the Resolution and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Staff is recommending approval of Resolution 2024-47.

RESOLUTION NO. 2024-47

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING ADDENDUM ELEVEN (11) TO THE LAW ENFORCEMENT SERVICES AGREEMENT (LESA) WITH THE PALM BEACH COUNTY SHERIFF'S OFFICE (PBSO), PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council entered into a contract with the Palm Beach County Sheriff's Office (PBSO) to provide police services to the City of Greenacres through the execution of a Law Enforcement Services Agreement (LESA); and

WHEREAS, the LESA was executed on or about August 10, 2015, with an effective date of February 1, 2016, and has been subsequently adjusted through Addendums one (1) through ten (10); and

WHEREAS, based upon the provided cost increase established by PBSO, the annual expenditure for law enforcement services shall be \$11,315,186.00 for FY2025; and

WHEREAS, the terms and conditions of this addendum was reduced to writing and entitled Addendum eleven (11) to the LESA.

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

SECTION 1. The City Council of the City of Greenacres hereby authorizes the appropriate City Officials to execute Addendum eleven (11) to the LESA as attached hereto.

SECTION 2. The City Clerk is hereby directed to transmit three (3) originals of Addendum eleven (11) to the Palm Beach County Sheriff's Office.

SECTION 3. This Resolution shall become effective immediately upon adoption.

RESOLVED AND ADOPTED this 16th of day of September 2024

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, Deputy Mayor

Voted:

Susy Diaz, Council Member, District IV

Voted:

Paula Bousquet, Council Member, District V

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 16, 2024
FROM: Teri Lea Beiriger, Director, Department of Finance
SUBJECT: FY 2024 Budget Resolutions

BACKGROUND

Following completion of the City Council's approval of the mandated millage and budget ordinances required by F.S. 200.065 (Truth-in-Millage), the City Council passes a series of standard resolutions necessary to implement the successful closeout of the prior year's budget (FY 2024) and the start of the new fiscal year's budget (FY 2025).

ANALYSIS

There are four standard resolutions, and the purpose of each resolution is as follows:

1. **Resolution 2024-50**: When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.
2. **Resolution 2024-51**: The City's Comprehensive Plan provides for the creation of a five-year capital planning process in order to establish goals for forecasting future public improvements and facilities needed in the City. As part of the annual budget approval process, City staff updates this capital forecast over a six-year period, beginning with the upcoming budget execution year and a five-year capital planning period. The plan identifies capital needs for new and renovated parks, public buildings, infrastructure, and major equipment purchases by the City over the six-year planning horizon. This resolution authorizes the implementation of the FY 2025 Capital Improvements Program (CIP) and adoption of the CIP for fiscal years 2026-2030.
3. **Resolution 2024-52**: The Government Accounting Standards Board (GASB) provides recommendations on how to handle open encumbrances at year end. These open encumbrances are essentially contracts and purchase orders that have been placed where some or all of the goods and services ordered have not yet been delivered by fiscal year end.

The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2025, a number of capital projects were partially encumbered with purchase orders and will be carried over to complete the commitment(s).

4. **Resolution 2024-53:** Pursuant to the approval of Ordinances 2024-24 and 2024-25, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2025 budget.

FINANCIAL INFORMATION

The financial impact is described above.

LEGAL

City Attorney has reviewed the item and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Approval of Resolutions 2024-50, 2024-51, 2024-52 and 2024-53.

RESOLUTION NO. 2024-50

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING BUDGET ADJUSTMENTS WITHIN THE FY 2024 TOTAL OPERATING BUDGET AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Council Policy No. 6 requires City Council action to authorize budget adjustments between cost centers, departments and funds; and

WHEREAS, operations of the City during fiscal year 2024 will be within the total budgeted funds, but adjustments will be required to eliminate cost center, department and fund deficiencies.

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

SECTION 1. The Director of Finance is hereby authorized to make the adjustments necessary to eliminate any cost center, department, and fund deficiencies.

SECTION 2. The City manager is hereby directed to review the adjustments authorized in Section 1 to assure that they are within the total appropriations for the fiscal year.

SECTION 3. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED this 16th day of September 2024.

Chuck Shaw, Mayor

Voted:
Judith Dugo, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

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

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

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 16, 2024
FROM: Teri Lea Beiriger, Director, Department of Finance
SUBJECT: FY 2024 Budget Resolutions

BACKGROUND

Following completion of the City Council's approval of the mandated millage and budget ordinances required by F.S. 200.065 (Truth-in-Millage), the City Council passes a series of standard resolutions necessary to implement the successful closeout of the prior year's budget (FY 2024) and the start of the new fiscal year's budget (FY 2025).

ANALYSIS

There are four standard resolutions, and the purpose of each resolution is as follows:

1. **Resolution 2024-50**: When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.
2. **Resolution 2024-51**: The City's Comprehensive Plan provides for the creation of a five-year capital planning process in order to establish goals for forecasting future public improvements and facilities needed in the City. As part of the annual budget approval process, City staff updates this capital forecast over a six-year period, beginning with the upcoming budget execution year and a five-year capital planning period. The plan identifies capital needs for new and renovated parks, public buildings, infrastructure, and major equipment purchases by the City over the six-year planning horizon. This resolution authorizes the implementation of the FY 2025 Capital Improvements Program (CIP) and adoption of the CIP for fiscal years 2026-2030.
3. **Resolution 2024-52**: The Government Accounting Standards Board (GASB) provides recommendations on how to handle open encumbrances at year end. These open encumbrances are essentially contracts and purchase orders that have been placed where some or all of the goods and services ordered have not yet been delivered by fiscal year end.

The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2025, a number of capital projects were partially encumbered with purchase orders and will be carried over to complete the commitment(s).

4. **Resolution 2024-53:** Pursuant to the approval of Ordinances 2024-24 and 2024-25, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2025 budget.

FINANCIAL INFORMATION

The financial impact is described above.

LEGAL

City Attorney has reviewed the item and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Approval of Resolutions 2024-50, 2024-51, 2024-52 and 2024-53.

RESOLUTION NO. 2024-51**A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ADOPTING A CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEARS 2025-2030; PROVIDING DIRECTION TO THE CITY MANAGER AND AN EFFECTIVE DATE**

WHEREAS, the City of Greenacres Capital Improvements Program has as one of its goals the forecasting of future public improvements and facilities needed in the City, and providing data concerning need, costs, and timing; and

WHEREAS, the Capital Improvements Program will allow elected and appointed officials the greatest opportunity to make effective decisions and to utilize City resources to the greatest benefit of the present and future citizens of the City of Greenacres; and

WHEREAS, the City Manager has prepared and transmitted to the City Council a proposed Capital Improvements Program for fiscal years 2025 through 2030; and

WHEREAS, the City Council wishes to adopt the fiscal year 2025 through 2030 Capital Improvements Program, the summary of which is Exhibit "A" hereto, as a work plan for fiscal year 2025, and as a planning document for fiscal years 2025 through 2030.

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

SECTION 1. The Capital Improvements Program as recommended by the City Manager is hereby adopted for six (6) fiscal years beginning October 1, 2024, and ending September 30, 2030.

SECTION 2. The City Manager is hereby directed to begin implementation of the fiscal year 2024 portion of the Capital Improvements Program, attached herewith and identified as Exhibit "A" and to bring before the City Council, at appropriate times, the ordinances, resolutions, and other information as may be necessary to fund and implement the fiscal year 2025 Capital Improvements Program, as hereby adopted.

SECTION 3. The City Manager is hereby directed to update the Capital Improvements Program on an annual basis to take into account changing conditions, priorities, and financial capabilities.

SECTION 4. Copies of the aforementioned Capital Improvement Program shall be placed on file in the office of the City Clerk for public inspection by the City Manager or designee.

SECTION 5. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED this 16th day of September 2024.

Voted:

Chuck Shaw, Mayor

Judith Dugo, Deputy Mayor

Attest:

Voted:

Quintella Moorer, City Clerk

John Tharp, Council Member, District I

Voted:

Peter Noble, Council Member, District II

Voted:

Susy Diaz, Council Member, District IV

Voted:

Paula Bousquet, Council Member, District V

Approved as to Form and Legal Sufficiency:

Resolution No. 2024-51 | Adopting a Capital Improvements Program for Fiscal Years 2025

2030

Page No. 4

Glen J. Torcivia, City Attorney

Resolution No. 2024-51 | Adopting a Capital Improvements Program for Fiscal Years 2025-

2030

Page No. 5

EXHIBIT "A"
CAPITAL IMPROVEMENT PROGRAM
 FY 2025-2030 - COST BY FUND

PRJ # DESCRIPTION	BUDGET FY 2024	AMENDED BUDGET	APPROVED FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
NEW GROWTH 301								
094 Tyler Energov	170,810	249,427	0	0	0	0	0	0
212 Fire Rescue Equipment (grant)	20,000	20,000	70,000	0	0	0	0	0
222 LED Display Monuments	0	0	160,000	0	0	0	0	0
235 Safe Streets for All / Complete Street	200,000	200,000	0	1,950,000	2,000,000	0	0	0
237 Fire Station (from 306)	0	1,000,000	1,000,000	7,000,000	0	0	0	0
238 Emergency Op Center	750,000	750,000	4,000,000	14,000,000	0	0	0	0
TOTAL NEW GROWTH	1,140,810	2,219,427	5,230,000	22,950,000	2,000,000	0	0	0
PARKS & RECREATION - FUND 303								
032 City Parks Improvement	187,200	334,675	116,000	184,500	111,200	131,000	460,000	420,000
048 Parks Court Resurfacing	50,000	50,000	30,000	60,000	50,000	60,000	50,000	50,000
160 Parks/Building Parking Resurf	0	0	120,000	0	25,000	0	0	0
186 Public Grounds Rejuvenation	10,000	10,000	15,000	15,000	15,000	15,000	15,000	15,000
190 Lighting Enhancements	150,000	150,000	150,000	0	0	0	0	0
198 Community Center Renovation	108,947	108,947	15,000	0	0	0	0	0
240 Parks Master Plan	0	0	150,000	0	0	0	0	0
TOTAL PARKS & RECREATION	\$ 506,147	\$ 653,622	\$ 596,000	\$ 259,500	\$ 201,200	\$ 206,000	\$ 525,000	\$ 485,000
RECONSTRUCTION & MAINTENANCE - FUND 304								
049 Equipment Replacement	24,300	25,643	111,700	83,200	283,700	739,100	134,900	200,000
069 Copier Replacement	44,000	44,000	10,000	46,000	43,000	13,000	28,000	10,000
073 JAG Law Enf Equipment	12,156	12,156	13,000	0	0	0	0	0
088 Vehicle Replacement	40,000	78,638	312,000	955,100	2,063,500	211,000	582,000	2,085,000
091 Computer Hardware Replacement	0	0	28,000	0	0	0	0	0
150 Roof Replacement	845,000	845,000	20,000	50,000	10,000	260,000	10,000	10,000
151 Exterior/Interior Painting	22,000	43,082	10,000	91,500	26,500	40,000	10,000	10,000
152 Storm Water Pipe	30,000	30,000	60,000	30,000	30,000	30,000	30,000	30,000
161 Road Resurfacing & Striping	145,000	145,000	175,000	270,000	100,000	100,000	100,000	0
163 HVAC Replacement Program	148,000	148,000	120,500	122,000	79,500	30,000	50,000	30,000
191 Public Safety HQ Renovation	0	114,405	0	255,000	0	0	0	0
215 Fire Rescue / EMS Equipment	110,800	110,800	82,000	262,000	320,000	248,000	212,000	78,000
220 Public Right of Way Landscape	0	0	10,000	10,000	10,000	10,000	10,000	10,000
229 Flooring Replacement	0	0	85,000	65,000	67,000	0	12,000	0
242 Office Building Bathroom	0	0	63,000	0	0	0	0	0
TOTAL RECONSTRUCTION & MAINTENANCE	\$ 1,421,256	\$ 1,596,724	\$ 1,100,200	\$ 2,239,800	\$ 3,033,200	\$ 1,681,100	\$ 1,178,900	\$ 2,463,000
INFRASTRUCTURE SURTAX - FUND 305								
032 City Parks Improv	216,500	216,500	0	0	0	0	0	0
088 Vehicle Replacement	2,300,000	2,861,187	0	1,838,000	0	0	0	0
169 FR 96 Standby Generator	175,000	175,000	0	0	0	0	0	0
191 Fire Rescue Station Renovations	0	12,980	0	0	0	0	0	0
193 Original Section Drainage Improv N (CDBG)	1,120,000	1,629,106	1,460,000	1,075,000	0	0	0	0
222 City Information Signs Upgrade	0	96,512	0	0	0	0	0	0
226 Lake Drainage Imp (Gladiator Lake)	2,863,655	2,863,655	30,000	0	0	0	0	0
231 Septic to Sewer S (Fed)	1,890,000	2,629,831	1,890,000	1,590,000	1,590,000	0	0	0
232 Dillman Trail	0	78,983	0	0	0	0	0	0
233 Chickasaw Rd Improv	0	3,016,037	0	0	0	0	0	0
TOTAL INFRASTRUCTURE SURTAX	\$ 8,565,155	\$ 13,579,791	\$ 3,380,000	\$ 4,503,000	\$ 1,590,000	\$ 0	\$ 0	\$ 0
AMERICAN RESCUE PLAN - FUND 306								
236 Youth Building	7,684,685	7,821,812	0	0	0	0	0	0
237 Fire Station (moved to 301)	1,000,000	1,000,000	0	0	0	0	0	0
TOTAL AMERICAN RESCUE PLAN	\$ 8,684,685	\$ 8,821,812	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL CAPITAL IMPROVEMENT PROGRAM	\$ 20,318,053	\$ 24,651,949	\$ 10,306,200	\$ 7,002,300	\$ 4,824,400	\$ 1,887,100	\$ 1,703,900	\$ 2,948,000



ITEM SUMMARY

MEETING DATE: September 16, 2024
FROM: Teri Lea Beiriger, Director, Department of Finance
SUBJECT: FY 2024 Budget Resolutions

BACKGROUND

Following completion of the City Council's approval of the mandated millage and budget ordinances required by F.S. 200.065 (Truth-in-Millage), the City Council passes a series of standard resolutions necessary to implement the successful closeout of the prior year's budget (FY 2024) and the start of the new fiscal year's budget (FY 2025).

ANALYSIS

There are four standard resolutions, and the purpose of each resolution is as follows:

1. **Resolution 2024-50**: When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.
2. **Resolution 2024-51**: The City's Comprehensive Plan provides for the creation of a five-year capital planning process in order to establish goals for forecasting future public improvements and facilities needed in the City. As part of the annual budget approval process, City staff updates this capital forecast over a six-year period, beginning with the upcoming budget execution year and a five-year capital planning period. The plan identifies capital needs for new and renovated parks, public buildings, infrastructure, and major equipment purchases by the City over the six-year planning horizon. This resolution authorizes the implementation of the FY 2025 Capital Improvements Program (CIP) and adoption of the CIP for fiscal years 2026-2030.
3. **Resolution 2024-52**: The Government Accounting Standards Board (GASB) provides recommendations on how to handle open encumbrances at year end. These open encumbrances are essentially contracts and purchase orders that have been placed where some or all of the goods and services ordered have not yet been delivered by fiscal year end.

The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2025, a number of capital projects were partially encumbered with purchase orders and will be carried over to complete the commitment(s).

4. **Resolution 2024-53:** Pursuant to the approval of Ordinances 2024-24 and 2024-25, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2025 budget.

FINANCIAL INFORMATION

The financial impact is described above.

LEGAL

City Attorney has reviewed the item and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Approval of Resolutions 2024-50, 2024-51, 2024-52 and 2024-53.

RESOLUTION NO. 2024-52

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, PROVIDING FOR AUTOMATIC AMENDMENT OF THE FISCAL YEAR 2025 BUDGET TO REFLECT OUTSTANDING ENCUMBERED ORDERS OF FISCAL YEAR 2024; PROVIDING THAT THE COST OF THOSE EXPENDITURES ARE TO BE PAID FROM FUNDS CARRIED FORWARD FROM FISCAL YEAR 2024; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, at the end of each fiscal year, there are always expenditure items for goods or services which were budgeted for that fiscal year, and which have been requisitioned, ordered, or contracted for and are specifically shown as encumbered line items in that year's accounting records; and

WHEREAS, those specific items will not have been paid for or accrued by the end of that fiscal year, notwithstanding the fact that funds have been allocated in the budget for those items in that fiscal year; and

WHEREAS, the subsequent year's appropriations should provide authority to complete those transactions.

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

SECTION 1. Encumbrances for unpaid outstanding expenditures for goods and services at the end of fiscal year 2024 and the funds allocated therefore shall, in the annual audit, be disclosed in the footnotes and said funds shall be classified as assigned fund balances.

SECTION 2. The fiscal year 2025 budget shall automatically re-appropriate encumbered assigned fund balances and shall automatically include those previously encumbered expenditures for goods and services, allocating those expenditure items in the same budget classification as established in the fiscal year 2024 budget.

Resolution No. 2024-52 | Automatic Amendment of the Fiscal Year 2025 Budget to Reflect Outstanding Encumbered Orders of Fiscal Year 2024 - Page No. 2

SECTION 3. Since the revenue necessary for these expenditure items was provided for in the prior year’s budget and will be reflected in the annual audit as funds designated for fiscal year 2024 encumbrances, and since these items of income and expenditures shall balance, neither need be shown in the fiscal year 2025 published and adopted budget, they will be treated as authorized amendments to the fiscal year 2024 expenditure budget.

SECTION 4. The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year’s budget. During fiscal year 2024, thirty (30) capital projects were partially encumbered with purchase orders. The projects are:

Account Number	CIP Projects
301-26-26-64-91	CIP-094 Tyler Energov
301-40-42-63-14	CIP-239 Safe Streets
301-50-55-62-26	CIP-238 EOC
301-50-55-64-48	CIP-212 Fire Rescue / EMS Equipment
303-40-46-63-42	CIP-186 Grounds Landscaping
303-40-46-63-54	CIP-048 Resurfacing Athletic Courts
303-40-46-63-62	CIP-190 Lighting Enhancements
303-40-46-63-91	CIP-032 City Park Improvements
303-60-65-62-58	CIP-198 Comm Ctr Expansn
304-40-42-63-17	CIP-161 Road Striping/Marking
304-40-42-64-20	CIP-049 Equip Replacement
304-40-43-64-13	CIP-088 Vehicle Replacement Program
304-40-44-62-55	CIP-150 Bldg Roof Replac
304-40-44-62-66	CIP-163 AC Replacement
304-40-46-63-28	CIP-152 Stormwater Pipe
304-50-51-62-21	CIP-191 Fire Rescue Station Renovations
304-50-53-64-94	CIP-073 Justice Asst. Grt
304-50-55-64-49	CIP-215 F/R Equipment Replacement
305-30-31-63-161	CIP-232 Dillman Trail
305-30-31-63-22	CIP-193 Septic to Sewer North (Original Section)
305-30-31-63-25	CIP-226 Lake Drainage Improvements
305-30-31-63-64	CIP-222 City Information Signs/Monuments Upgrade
305-40-42-63-12	CIP-233 Chickasaw Road Improvements
305-40-42-63-20	CIP-106 City Sidewalks
305-40-43-64-13	CIP-088 Vehicle Replacement Program
305-40-44-62-66	CIP-163 AC Replacement
305-40-46-63-26	CIP-231 Septic to Sewer South
305-40-46-63-91	CIP-032 City Park Improvements
305-50-55-62-21	CIP-191 Fire Rescue Station Renovations
306-60-64-62-43	CIP-236 Youth Building

Resolution No. 2024-52 | Automatic Amendment of the Fiscal Year 2025 Budget to Reflect Outstanding Encumbered Orders of Fiscal Year 2024 - Page No. 3

The above is accomplished through Resolution 2024-52.

SECTION 5. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED this 16th day of September 2024.

Chuck Shaw, Mayor

Voted:
Judith Dugo, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

Voted:
John Tharp, Council Member, District I

Voted:
Peter Noble, Council Member, District II

Voted:
Susy Diaz, Council Member, District IV

Voted:
Paula Bousquet, Council Member, District V

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

Resolution No. 2024-52 | Automatic Amendment of the Fiscal Year 2025 Budget to Reflect Outstanding Encumbered Orders of Fiscal Year 2024 - Page No. 4



ITEM SUMMARY

MEETING DATE: September 16, 2024
FROM: Teri Lea Beiriger, Director, Department of Finance
SUBJECT: FY 2024 Budget Resolutions

BACKGROUND

Following completion of the City Council's approval of the mandated millage and budget ordinances required by F.S. 200.065 (Truth-in-Millage), the City Council passes a series of standard resolutions necessary to implement the successful closeout of the prior year's budget (FY 2024) and the start of the new fiscal year's budget (FY 2025).

ANALYSIS

There are four standard resolutions, and the purpose of each resolution is as follows:

1. **Resolution 2024-50**: When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.
2. **Resolution 2024-51**: The City's Comprehensive Plan provides for the creation of a five-year capital planning process in order to establish goals for forecasting future public improvements and facilities needed in the City. As part of the annual budget approval process, City staff updates this capital forecast over a six-year period, beginning with the upcoming budget execution year and a five-year capital planning period. The plan identifies capital needs for new and renovated parks, public buildings, infrastructure, and major equipment purchases by the City over the six-year planning horizon. This resolution authorizes the implementation of the FY 2025 Capital Improvements Program (CIP) and adoption of the CIP for fiscal years 2026-2030.
3. **Resolution 2024-52**: The Government Accounting Standards Board (GASB) provides recommendations on how to handle open encumbrances at year end. These open encumbrances are essentially contracts and purchase orders that have been placed where some or all of the goods and services ordered have not yet been delivered by fiscal year end.

The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2025, a number of capital projects were partially encumbered with purchase orders and will be carried over to complete the commitment(s).

4. **Resolution 2024-53:** Pursuant to the approval of Ordinances 2024-24 and 2024-25, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2025 budget.

FINANCIAL INFORMATION

The financial impact is described above.

LEGAL

City Attorney has reviewed the item and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Approval of Resolutions 2024-50, 2024-51, 2024-52 and 2024-53.

RESOLUTION NO. 2024-53

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING STAFF ACTIONS TO PROCURE THOSE ITEMS APPROVED IN THE FISCAL YEAR 2025 BUDGET; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City Council has approved the operating and Capital Improvement Program budgets for fiscal year 2025; and

WHEREAS, those approved budgets included specifically defined commodities, services, or products; and

WHEREAS, it is deemed appropriate to implement procurement actions to acquire those commodities, products, and services.

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

SECTION 1. The Purchasing Agent is hereby authorized to procure those items included in the approved budget.

SECTION 2. Procurement procedures will be in accordance with the City Code requirements for purchases and contracts.

SECTION 3. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED this 16th day of September 2024.

Chuck Shaw, Mayor

Voted:
Judith Dugo, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

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

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

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 16, 2024

FROM: Monica Powery, Director, Purchasing

SUBJECT: Award of Bid No. 24-013 WIC Center Restroom Renovations

BACKGROUND

The City of Greenacres desires to hire an experienced and qualified company to renovate one (1) men's restroom, one (1) women's restroom, and one (1) ADA-compliant unisex restroom at the WIC Center located at 5985 10th Ave, Greenacres, FL 33463. The bid was advertised by the City's Purchasing Department on May 19, 2024.

ANALYSIS

The proposals were opened on June 25, 2024, with six (6) bidders responding. The attached tabulation sheet summarizes the results. City staff has evaluated the proposals and recommends awarding the contract to Khan Builders, Inc. as the lowest responsive and responsible bidder.

FINANCIAL INFORMATION

Funds are budgeted in FY 2025 Capital Improvement Program 304-40-44-62-10 (CIP 304-242).

LEGAL

The recommendation for award is in accordance with the requirements of City policies and procedures.

STAFF RECOMMENDATION

Approval of Resolution No. 2024-54 authorizing execution of agreement and award of Bid No. 24-013 WIC Center Restroom Renovations to Khan Builders, Inc. for the amount of \$62,030.00.

RESOLUTION NO. 2024-54

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING THE AGREEMENT BETWEEN THE CITY OF GREENACRES AND KHAN BUILDERS, INC., TO RENOVATE ONE (1) MEN’S RESTROOM, ONE (1) WOMEN’S RESTROOM, AND ONE (1) ADA COMPLIANT UNISEX RESTROOM AT THE WIC CENTER LOCATED AT 5985 10TH AVE, GREENACRES, FL 33463; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Greenacres (the “CITY”) has identified a need to renovate one (1) men’s restroom, one (1) women’s restroom, and one (1) ADA-compliant unisex restroom at the WIC Center located at 5985 10th Ave, Greenacres, FL 33463; and

WHEREAS, in accordance with the City’s Code of Ordinances, the Purchasing Department issued Invitation to Bid No. 24-013 WIC Center Restroom Renovations (the “BID”) which was advertised in the legal notices section of the Palm Beach Post on May 19, 2024, and a notice was also sent to one thousand five hundred ninety-five (1,595) prospective bidders via DemandStar; and

WHEREAS, on June 25, 2024, at 3:00 p.m. EST, the BID closed and the Purchasing Department (the “Department”) received six (6) responses which were reviewed by the Department to ensure that the responses met the BID requirements and the bidders were both responsive and responsible; and

WHEREAS, Khan Builders, Inc. (the “CONTRACTOR”) submitted the lowest most responsive responsible bid at a total of \$62,030.00; and

WHEREAS, City staff recommends that the City Council approved award of the BID to Khan Builders, Inc.

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

SECTION 1. The City Council hereby authorizes the Agreement between the City of

SECTION 2. The City Council authorizes the appropriate City Officials to execute the Agreement.

SECTION 3. This Resolution shall be effective upon its adoption.

Item # 12.

Resolution No. 2024-54 | WIC Center Restroom Renovations

Page No. 5

RESOLVED AND ADOPTED this 16th of day of September 2024

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, *Deputy Mayor*

Voted:

Susy Diaz, Council Member, *District IV*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

Page 52



ITEM SUMMARY

MEETING DATE: September 16, 2024

FROM: Teri Lea Beiriger, Director of Finance

SUBJECT: Ord. No. 2024-20 Amend the Defined Contribution Retirement Plan

BACKGROUND

The Retirement Plan and Trust for the General Employees of the City was established on January 1, 1996, as set forth in Section 10-149 of the City Code to include the Plan and Trust components of 401(a) Defined Contribution Plan and 457(b). Plan was re-established on October 1, 2001, Ordinance 2001-02, adding investment policy (exhibit E) and re-established on January 19, 2016, Ordinance 2016-09, to provide for 100% vesting of employer contribution for those in the bargaining unit regardless of the year of service.

ANALYSIS

The Retirement Plan and Trust for the General Employees non-elective contributions has not been adjusted since the establishment of the plan in 1996. In order for the City to be a competitive employer and retain employees, the staff is recommending increasing the employer contribution from 5% to 7.5%. This does not affect the 2.5% match which the City will provide if the employee contributes up to 2.5%. With the City's 2.5% the employee has the benefit of receiving 10% into the 401(a) plan. Several neighboring cities 401(a) pension plans were reviewed.

401(a) Plan				
Municipality	Employer Contribution	Match	Vested	Eligibility
Greenacres	5%	2.50%	6 years	6 months
Lake Park	7.50%	2%	5 years graded	1 year
Lantana	7.00%	2.50%	5 years cliff	90 days
North Palm Beach	15%		5 years graded	immediate
West Palm Beach	6.5% / 7.5%		immediate	6 months

Along with the increase in employer contribution, Ordinance 2024-20 allows for terminated unvested employees who are re-hired within the quarter of the term date to keep the forfeiture funds invested in the plan.

FINANCIAL INFORMATION

The difference in from 5% to 7.5% could be little over \$175,000. This is an estimate assuming all employees are vested.

LEGAL

The ordinance has been prepared in accordance with the City Code Requirements.

STAFF RECOMMENDATION

Approval of Ordinance 2024-20 Amending the General Employees Defined Contribution Retirement Plan.

ORDINANCE NO. 2024-20

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA; AMENDING THE DEFINED CONTRIBUTION RETIREMENT PLAN FOR THE GENERAL EMPLOYEES OF THE CITY OF GREENACRES, GREENACRES, FLORIDA; PROVIDING FOR CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a Retirement Plan and Trust for the General Employees of the City was established on January 1, 1996, and re-established on January 19, 2016, as set forth in Section 10-149 of the City Code; and

WHEREAS, the Plan and Trust authorizes the City Council to amend the Plan and Trust, in whole or in part, either retroactively or prospectively, by delivering to the Trustee a written amendment in accordance with the limitations set out in that section; and

WHEREAS, the City Council desires to amend the Plan and Trust to change the non-elective employer contribution rate for general employees, from a 5.0% non-elective contribution to a 7.5% non-elective contribution, with no changes made to the matching contribution.

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

SECTION 1. The City Council of Greenacres, Florida, in its capacity as the Trustee of the Retirement Plan and Trust for the employees of Greenacres hereby approves the changes as set out forth below, with additions to the Plan and Trust indicated by underlining (underlining) and deletions by strike through (~~stricken through~~).

Ordinance No. 2024-20 | Amend Define Contribution

Page No. 2

Page 4 of adoption agreement

Non-elective Contributions – Participating Employer Non-elective Contributions will be made on the following basis (must specify):

~~5.0% employer non-elective contribution~~

7.5% employer non-elective contribution

Page 8 of adoption agreement

Also, different periods of service as an eligible Employee will be added together in determining whether the vesting period has been satisfied, unless otherwise provided, as follows: Different periods of service will be added together in determining service vesting only if the employee is re-hired prior to the quarter end following the date in which the employee separates employment.

SECTION 2. The City Council of Greenacres hereby empowers the Mayor or its appointee of the City of Greenacres the authority to execute such documents and agreements as are required to effectuate this amendment of the Plan.

SECTION 3. All Ordinances or parts of Ordinance, in conflict with this Ordinance are hereby repealed.

SECTION 4. The provisions of this Ordinance shall become effective upon October 1, 2024.

Ordinance No. 2024-20 | Amend Define Contribution
Page No. 3

Passed on the first reading this 3rd day of September 2024.

PASSED AND ADOPTED on the second reading this 16th day of September 2024.

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, District I

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, District II

Voted:

Judith Dugo, Council Member, Deputy Mayor

Voted:

Susy Diaz, Council Member, District IV

Voted:

Paula Bousquet, Council Member, District V

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

Ordinance No. 2024-20 | Amend Define Contribution
Page No. 4



ITEM SUMMARY

MEETING DATE: September 16, 2024

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

SUBJECT: **Ordinance 2024-22, CPA-23-04**
Future Land Use Map Amendment for Astoria Towns

BACKGROUND

Alex Ahrenholz, agent for the owners, Morija Evangelical Alliance Church, Inc. of Delray and Lake Wellington Professional Center, Inc. has requested a small-scale Future Land Use Amendment to change approximately 6.56 acres from Residential Medium Density (RS-MD) and Commercial (CM) to Residential High Density (RS-HD). The site is located on the south side of Dodd Road, approximately 1,200 feet east of Jog Road. A concurrent application for a rezoning (ZC-23-02) is also requested to change from Residential - Medium Density (RM-2) (7 units per acre) and Commercial General (CG) to Residential - High Density (RH) (10 units per acre).

The Development Review Committee has reviewed this proposal and recommended approval, followed by the Planning and Zoning Board of Appeals, which recommended approval by a vote of 5-0 at their meeting on August 8, 2024.

ANALYSIS

The proposed City of Greenacres Residential High Density (RS-HD) Future Land Use designation permits a maximum residential development density of 10 dwelling units per acre and is both compatible and consistent with the surrounding land uses. After thorough review, staff has determined that the small-scale Future Land Use Map amendment application aligns with the provisions of Chapter 163, Florida Statutes (F.S.), as it is compatible with adjacent properties, meets concurrency requirements, and adheres to the Goals, Objectives, and Policies of the City's Comprehensive Plan.

FINANCIAL INFORMATION

N/A

LEGAL

Ordinance 2024-22 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 CPA-23-04 through the adoption of Ordinance 2024-22.

ORDINANCE NO. 2024-22

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING THE FUTURE LAND USE MAP OF THE FUTURE LAND USE ELEMENT OF THE CITY'S COMPREHENSIVE PLAN, TO CHANGE THE FUTURE LAND USE DESIGNATION OF TWO PARCEL OF LAND TOTALING APPROXIMATELY 6.56 ACRES, LOCATED AT 6240 DODD ROAD AND ADJACENT VACANT PARCEL FROM A CITY OF GREENARES DESIGNATION RESIDENTIAL MEDIUM DENSITY (RS-RM) AND COMMERCIAL (CM) TO A CITY OF GREENACRES DESIGNATION OF RESIDENTIAL HIGH DENSITY (RS-RH) AS REQUESTED BY JMORTON PLANNING/LANDSCAPE ARCHITECTURE AGENT FOR THE OWNERS, MORIJA EVANGELEICAL ALLIANCE CHURCH INC. OF DELRAY AND LAKE WELLINGTON PROFESSIONAL CENTER; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, TRANSMITTAL, INCLUSION IN THE COMPREHENSIVE PLAN; AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Greenacres, pursuant to the Community Planning Act, and in accordance with all of its terms and provisions, has prepared and adopted a Comprehensive Plan which has been certified by the State of Florida; and

WHEREAS, JMorton Planning/Landscape Architecture, agent for the property owners, Morija Evangelical Alliance Church, Inc. of Delray and Lake Wellington Professional Center Inc, is herein known as the "Petitioner" for the herein described property; and

WHEREAS, the Petitioner is requesting to change the land use designation for the subject property from a City of Greenacres Future Land Use designation of Residential Medium Density (RS-RM) and Commercial (CM) to a City of Greenacres Future Land Use designation of Residential High Density (RS-RH) and include the new designation on the City's Future Land Use Map; and

WHEREAS, the Local Planning Agency for the City of Greenacres has held a duly advertised public hearing on August 8, 2024, and has recommended approval of the Petitioner's request (petition CPA-23-04) to amend the City's Comprehensive Plan, Future Land Use Element's Future Land Use Map; and

Ordinance No. 2024-22 | Astoria Towns Future Land Use Amendment

Page No. 2

WHEREAS, the City Council of the City of Greenacres has conducted a duly advertised public hearing to receive comments on CPA-23-04 concerning the proposed amendment to the Comprehensive Plan and has considered all comments received as required by state law and local ordinance; and

WHEREAS, the City Council finds that the proposed amendment to the City’s Comprehensive Plan is consistent with the City’s goals and objectives in the Comprehensive Plan and is in the best interest of the citizens of the City of Greenacres.

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

Section 1. Recitals The foregoing recitals are incorporated into this Ordinance as true and correct finds of the City Council of the City of Greenacres.

Section 2. Future Land Use Map Designation

The Future Land Use Map in the City’s Comprehensive Plan is hereby amended to change the designation of the subject property from a City of Greenacres Future Land Use designation of Residential Medium Density (RS-RM) and Commercial (CM) to a City of Greenacres Future Land Use designation of Residential High Density (RS-RH) for the Property, which is legally described as follows:

Legal Description

PCN: 18-42-44-22-00-000-5120

The North 528 feet of the West ½ of the Northwest ¼ of the Southeast ¼ of the Southeast ¼ of Section 22, Township 44 South, Range 42 East, in Palm Beach County, Florida, all in its “As-Is, Where-Is” condition in all respects with no representations or warranties whatsoever except as provided hereinbelow.

Less and Excepting, the North 25 feet thereof for a Right-of-Way.

Ordinance No. 2024-22 | Astoria Towns Future Land Use Amendment

Page No. 3

PCN: 18-42-44-22-00-000-5090

The South 132 feet of the West Half (W ½) of the Northwest Quarter (NW ¼) of the Southeast Quarter (SE ¼) of the Southeast Quarter (Se ¼) and the North 180 feet of the West half (W ½) of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼) of the Southeast Quarter (SE ¼) in Section 22, Township 44 South, Range 42 East, lying and being in Palm Beach County, Florida; together with a 20 foot easement for ingress and egress over the East 20 feet of the following described property: The South 480 feet of the West Half (W ½) of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼) of the Southeast Quarter (SE ¼) of Section 22, Township 44 South, Range 42 East.

CONTAINING A TOTAL OF 6.56 ACRES MORE OR LESS.

MAP



Section 3. Authorization to Make Changes.

The Planning, GIS, and Engineering Division is authorized to make the necessary Future Land Use map change to the Comprehensive Plan to reflect the change authorized by this Ordinance.

Section 4. Repeal of Conflicting Ordinances.

Ordinance No. 2024-22 | Astoria Towns Future Land Use Amendment

Page No. 4

All Ordinances or parts thereof or parts of the code conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

Section 5. 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 6. Transmittal to the DEO.

The Planning, GIS and Engineering Division shall send copies of this Ordinance, all supporting documentation and the future land use map amendment to the Treasure Coast Regional Planning Council (TCRPC) and the State Land Planning Agency (Department of Economic Opportunity) (DEO).

Section 7. Inclusion in the Comprehensive Plan.

It is the intention of the City Council, entered as hereby ordained, that the Comprehensive Plan of the City of Greenacres, Florida, shall be amended to include the amendment to the Future Land Use Map as stated herein.

Section 8. Effective Date

Ordinance No. 2024-22 | Astoria Towns Future Land Use Amendment

Page No. 5

The effective date of this Comprehensive Plan amendment shall be thirty-one (31) days following the adoption of this Ordinance in accordance with the provisions of Chapter 163.3187(5)(c), Florida Statutes.

Ordinance No. 2024-22 | Astoria Towns Future Land Use Amendment
Page No. 6

Passed on the first reading this ___st day of Month, 2024.

PASSED AND ADOPTED on the second reading this __ day of Month, 2024.

Chuck Shaw, Mayor

Voted:
Judith Dugo, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

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

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

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 16, 2024

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

SUBJECT: **Ordinance 2024-23, ZC-23-02**
Rezoning for Astoria Towns

BACKGROUND

Alex Ahrenholz, agent for the owners, Morija Evangelical Alliance Church, Inc. and Lake Wellington Professional Center, Inc. has requested a rezoning for a 6.56-acres to change from Residential - Medium Density (RM-2) (7 units per acre) and Commercial General (CG) to Residential - High Density (RH) (10 units per acre). The site is located on the south side of Dodd Road, approximately 1,200 feet east of Jog Road. A concurrent application for a Future Land Use Map Amendment (CPA-23-04) is also requested to allow a Future Land Use designation change from Residential Medium (RS-MD) to Residential High (RS-HD).

The Development Review Committee has reviewed this proposal and recommended approval, followed by the Planning and Zoning Board of Appeals which recommended approval by a vote of 5-0 at their meeting on August 8, 2024.

ANALYSIS

Staff has determined that the proposed Residential High (RH) zoning district is consistent with the existing land use pattern in the area and will be consistent with the property's proposed Residential High (RS-RH) Future Land Use designation. The subject property is bound by residential uses to the north, east, and west. To the north are multi-family complexes which are similar to the proposed project. Although to the east and west are Single-Family residences, the subject property will be developed to ensure there is minimal impact upon these properties.

FINANCIAL INFORMATION

N/A

LEGAL

Ordinance 2024-23 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 ZC-23-02 through the adoption of Ordinance 2024-23.

ORDINANCE NO. 2024-23

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING A REZONING AND OFFICIAL ZONING MAP AMENDMENT FOR TWO PARCELS OF LAND TOTALING APPROXIMATELY 6.56 ACRES, LOCATED AT 6240 DODD ROAD AND ADJACENT VACANT PARCEL FROM A CITY OF GREENACRES DESIGNATION OF RESIDENTIAL MEDIUM-2 (RM-2) (7 UNITS PER ACRE) AND COMMERCIAL GENERAL (CG) TO A CITY OF GREENACRES DESIGNATION OF RESIDENTIAL HIGH (RH), AS REQUESTED BY THE PETITIONER, JMORTON PLANNING/LANDSCAPE ARCHITECTURE, AGENT FOR THE OWNERS, MORIJA EVANGELICAL ALLIANCE CHURCH INC. OF DELRAY AND LAKE WELLINGTON PROFESSIONAL CENTER INC.; PROVIDING FOR CHANGES TO THE OFFICIAL ZONING MAP, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Petitioner, JMorton Planning/Landscape Architecture, agent for the property owners, Morija Evangelical Alliance Church, Inc. of Delray and Lake Wellington Professional Center Inc, is requesting a Rezoning of two (2) parcels of land totaling approximately 6.56 acres more or less, from a City of Greenacres zoning designation of Residential Medium -2 (RM-2) (7 units per acre) and Commercial General (CG) to a City of Greenacres zoning designation of Residential High (RH); and

WHEREAS, the Planning and Zoning Board of Appeals held a duly advertised public hearing on August 8, 2024, and reviewed the application for a Zoning Change as detailed in the Development Review Committee Staff Report and Recommendation, Exhibit "A", dated July 25, 2024, incorporated herein by reference (as revised) and recommends [*approval by a unanimous vote of 5-0*]; and

WHEREAS, the City Council of the City of Greenacres conducted first reading on September 16, 2024 and a duly advertised public hearing for the second reading on October 7, 2024 and considered all testimony and evidence presented and other comments made

Ordinance No. 2024-23 | Astoria Towns Rezoning

Page No. 2

concerning the proposed Rezoning and amendment to the Official Zoning Map as required by state law and local ordinance; 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.

WHEREAS, the City Council of the City of Greenacres further finds that, in accordance with Exhibit "A", "Development Review Committee Report and Recommendation", dated July 25, 2024 (as revised), the proposed Rezoning and Zoning Map amendment to change the zoning designation of two (2) parcels of land totaling approximately 6.56 acres more or less, from a City of Greenacres zoning designation of Residential Medium -2 (RM-2) (7 units per acre) and Commercial General (CG) to a City of Greenacres zoning designation of Residential High (RH); is in the best interests of the City and serves a valid public purpose.

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

Section 1. Recitals. The foregoing recitals are incorporated into this Ordinance as true and correct findings of the City Council of the City of Greenacres.

Section 2. Rezoning and Zoning Map Amendment.

The request by the Petitioner to change the zoning designation for two (2) parcels of land totaling approximately 6.56 acres more or less, from a City of Greenacres zoning designation of Residential Medium -2 (RM-2) (7 units per acre) and Commercial General (CG) to a City of Greenacres zoning designation of Residential High (RH); to a City of Greenacres zoning designation of Residential High (RH), is hereby granted for the property located at 6240 Dodd Road and adjacent vacant parcel, legally described as follows:

Legal Description

6240 Dodd Road – (PCN: 18-42-44-22-00-000-5120)

Ordinance No. 2024-23 | Astoria Towns Rezoning

Page No. 3

The North 528 feet of the West ½ of the Northwest ¼ of the Southeast ¼ of the Southeast ¼ of Section 22, Township 44 South, Range 42 East, in Palm Beach County, Florida, all in its “As-Is, Where-Is” condition in all respects with no representations or warranties whatsoever except as provided hereinbelow.

Less and Excepting, the North 25 feet thereof for a Right-of-Way.

Adjacent Vacant Parcel (PCN: 18-42-44-22-00-000-5090)

The South 132 feet of the West Half (W ½) of the Northwest Quarter (NW ¼) of the Southeast Quarter (SE ¼) of the Southeast Quarter (Se ¼) and the North 180 feet of the West half (W ½) of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼) of the Southeast Quarter (SE ¼) in Section 22, Township 44 South, Range 42 East, lying and being in Palm Beach County, Florida; together with a 20 foot easement for ingress and egress over the East 20 feet of the following described property: The South 480 feet of the West Half (W ½) of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼) of the Southeast Quarter (SE ¼) of Section 22, Township 44 South, Range 42 East.

CONTAINING A TOTAL OF 6.56 ACRES MORE OR LESS.

MAP



Section 3. Authorization to Make Changes.

That the Planning, GIS, and Engineering Division is further directed to make the necessary changes to the City of Greenacres Official Zoning Map to reflect the changes authorized by this Ordinance.

Section 4. 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 5. 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 6. Effective Date

The provisions of this Ordinance shall become effective consistent with the effective date of Ordinance No. 2024-23, which is the companion small scale comprehensive plan amendment ordinance (changing the Future Land Use designation for the property).

Passed on the first reading this ___st day of Month, 2024.

PASSED AND ADOPTED on the second reading this ___ day of Month, 2024.

Chuck Shaw, Mayor

Voted:
Judith Dugo, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

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

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

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 16, 2024

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

SUBJECT: **Resolution 2024-44, SP-24-01 and MSP-24-03**
Site & Development Plans for C&C Legacy Plaza

BACKGROUND

Steven Gaynair, agent for the owners, C&C Petro Investments, LLC is requesting approval of the Site and Development Plans including a Master Sign Plan to construct a one-story 2,598 square foot office building and three (3) two-story townhouse residential units. The site is located on the east side of Jog Road, approximately 650 feet north of Woodlake Boulevard at 3494 S. Jog Road.

The Development Review Committee has reviewed this proposal and recommended approval, followed by the Planning and Zoning Board of Appeals, which recommended approval by a vote of 5-0 at their meeting on August 8, 2024.

ANALYSIS

The application is for approval of the Site and Development Plans including Master Sign Plan to construct a one-story 2,598 square foot office building and three (3) two-story townhouse residential units. The parking for the development consists of a total of 20 parking spaces. Based on the City Code, the development would typically require 24 parking spaces. However, given the Mixed Use (MXD-O) Zoning District, the project may utilize shared parking, if a parking study demonstrates the arrangement will not result in insufficient parking. The provided shared parking study indicates the 20 parking spaces will be sufficient to meet the demand. The project will have one (1) ingress and egress point, including a sidewalk onto South Jog Road for vehicular and pedestrian access. The project also includes an existing 20-foot-wide access easement on the north side of the property to allow for legal access for the adjacent property to the east. There is a six (6) foot high masonry wall being provided along the east property line. The applicant has obtained all outside agency concurrency requirements including the Traffic Performance Standards from Palm Beach County which has a build out date of December 31, 2028.

The proposal has satisfied code requirements for approval of a Site and Development Plan and Staff's findings of fact are indicated in the staff report with thirty-five conditions of approval.

FINANCIAL INFORMATION

Prior to the issuance of any Building Permits, the applicant will be required to pay all applicable impact fees including amounts due under the City's Arts in Public Places (AIPP) Program.

LEGAL

Resolution 2024-44 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-24-01 and MSP-24-03 through the adoption of Resolution 2024-44.

RESOLUTION NO. 2024-44

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING THE APPLICATION FOR SITE PLAN APPROVAL TO CONSTRUCT A ONE-STORY 2,598 OFFICE BUILDING AND THREE UNIT TWO-STORY TOWNHOUSES WITHIN IN A MIXED USE DEVELOPMENT – OFFICE (MXD-O) ZONING DISTRICT, LOCATED APPROXIMATELY 650 FEET NORTH OF WOODLAKE BOULEVARD AT 3494 SOUTH JOG ROAD, AS REQUESTED BY THE PETITIONER, STEVEN GAYNAIR, AGENT FOR THE OWNER, C&C PETRO INVESTMENTS, LLC; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Steven Gaynair, hereinafter "Petitioner", as agent for the owner C&C Petro Investments LLC, has made an application for Site & Development Plan including a Master Sign Plan approval for construction of a one-story 2,598 Office Building and a 3 unit two-story townhouses within a Mixed Use Development – Office (MXD-O) zoning district, located approximately 650 North of Woodlake Boulevard at 3494S. Jog Road; and

WHEREAS, the petitioner 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 Site Plan to allow for construction of a one-story 2,598 Office Building and a 3 unit two-story townhouses located approximately 650 North of Woodlake Boulevard at 3494 S. Jog Road with the conditions identified herein; and

WHEREAS, the Planning and Zoning Board of Appeals held a public hearing August 8, 2024, reviewed the Petitioner's request, and made a recommendation on the petition 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 Site Plan for construction of a one-story 2,598 Office Building and a 3 unit two-story townhouses within a Mixed Use Development – Office (MXD-O) zoning district located approximately 650 North of Woodlake Boulevard at 3494 S. Jog

Road, subject to the conditions of approval and staff recommendation at the September 16, 2024 Public Hearing.

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

SECTION 1. The application, SP-24-01, a Site & Development Plan including the Master Sign Plan (MSP-24-02) is hereby APPROVED for construction of a one-story 2,598 Office Building and a 3 unit two-story townhouses within a Mixed Use Development – Office (MXD-O) zoning district located approximately 500 feet south of Chickasaw Road at 3581 S. Jog Road, 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: 18-42-43-27-05-022-0413

The North 150 feet of the South 300 feet of Tract 41, Block 22, The Palm Beach Farms Co Plat No. 3, According to the Map or Plat thereof, as recorded in Plat Book 2, Page 45 through 54, inclusive, of the Public Records of Palm Beach County, Florida.

CONTAINING A TOTAL OF 1.15 ACRES MORE OR LESS.



Subject site outlined in red dashed lines

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 this DNS Staff Report and Recommendation dated July 25, 2024, and strict compliance with the Site and Development Plans exhibits stamped approved by the City of Greenacres on _____, _____ and listed below, which are attached hereto and made part hereof as Exhibit "A"
 - A. SP-24-01 C&C Legacy Plaza **Site Plan**, Sheet SP-1 through SP-3, received by DNS on July 31, 2024 and prepared by Steven Gaynair of Nest Plans
 - B. SP-24-01 C&C Legacy Plaza **Landscape/Irrigation Plan**, Sheets L-1 through L-2, received by DNS on July 31, 2024 and prepared by Jack Wensell of the Wensell Group Landscape Architecture
 - C. SP-24-01 C&C Legacy Plaza **Photometric Plan**, Sheet LL-1, received by DNS on July 18, 2024 and prepared by Dan Pienaru of Bach Design Engineers
 - D. SP-24-01 C&C Legacy Plaza **Architectural Plan**, Sheets A-121, A-201, A-221, A-222, and A-411, received by DNS on July 18, 2024 and prepared by Steven Gaynair of Nest Plans
 - E. SP-24-01 C&C Legacy Plaza **Master Sign Plan**, Sheets MSP-1, received by DNS on July 18, 2024 and prepared by Steven Gaynair of Nest Plans
 - F. SP-24-01 C&C Legacy Plaza **Civil/Engineering Plan**, Sheets C1 through C10, received by DNS on July 18, 2024 and prepared by Regina Bobo-Jackson of Gator Engineering Associates

2. The project shall be subject to the City's required parks and recreation and governmental services land dedication in accordance with Article IV of the Subdivision Regulations. The requirements are 2 acres per 1,000 population for governmental services and 5 acres per 1,000 population for parks and recreation. Based upon 3 townhouse units x 2.2 persons per unit = $6.6 / 1,000 = .0066 \times (5 + 2) =$ a **total land dedication of 0.0462 acres**. **In lieu of land dedication, the developer shall be required to pay a fee equal to the combined value of the required land dedication** to be determined in accordance with Sections 12-83 and 12-93 of the City's Subdivision Regulations. The fee shall be paid prior to the issuance of Building Permits. (Engineering)

3. The project shall participate in the City Tree Dedication Program per Section 16-1293; prior to the issuance of any Building Permit, one (1) tree to be donated per 1,000 sq. ft. of building area or fraction thereof, therefore **three (3) Live Oaks or equivalent cash payment** shall be donated to the City subject to the following specification: Live Oak, Florida Grade #1 Container Grown; minimum 12 ft. high; 2 inch diameter trunk at 4 ft.; and 5 ft. spread. (Planning and Building)

4. The project shall be required to pay the City's impact fee of \$2.80 per square foot of gross non-residential floor area per Section 16-201. The amount of **\$7,274.40** shall be paid prior to the issuance of Building Permits. (Planning and Building)

5. The project shall be required to pay the City's Arts in Public Places (AIPP) public art fee if the total construction costs is two hundred fifty thousand dollars (\$250,000) or greater, in accordance with Section 16-661. 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 fee 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:
 - 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 thirty (30) percent of the contribution. The developer shall make this initial payment to the building division/finance department prior to the issuance of the 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.
6. The Site and Development Plans shall be revised as necessary and as otherwise noted herein to reflect all conditions of approval and re-submitted prior to the approval of the final plat. (Planning, Building, Engineering and Public Works)
7. Any site permits required and/or obtained shall be maintained in an active status with the respective permitting agency until the work covered by the permit is satisfactorily completed, any applicable inspections passed, and officially closed out with the City. (Building, Planning, Engineering and Public Works)
8. 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)
9. 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)
10. An Engineering Permit, issued by the City of Greenacres, is required prior to any sitework or construction activities outside of the proposed structures and work related to subdivision and/or development improvements taking place. The Engineering Permit must be closed out before any Certificates of Occupancy (CO) 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. (Engineering)
11. In accordance with the determination of compliance with the Traffic Performance Standards by Palm Beach County Engineering, no building permits shall be issued after

the build-out date of **December 31, 2028**, unless a revised traffic study with a later build-out date has been approved by the County and a copy of the approval provided to the City of Greenacres. (Planning and Building)

12. Complete drainage calculations addressing water quality and quantity in accordance with the requirements of SFWMD and City of Greenacres must be submitted for review along with complete paving and drainage construction plans and subsurface investigation with percolation test must be submitted with the application for Engineering Permits. (Engineering)
13. The site must be platted and recorded prior to the issuance of Engineering Permits. Any unused existing easements and rights-of-way on the subject property shall be abandoned prior to platting. (Engineering)
14. Driveway connection and/or right-of-way construction permits from Palm Beach County Land Development must be obtained prior to the approval of the final plat. Any existing driveway connections on site which will become redundant shall be removed and replaced with curbing, etc. to match adjacent conditions. (Engineering)
15. Documentation establishing a Property Owner's Association governing aspects of the project such as uniformity of exterior elevations, coordinated roof replacement, uniformity in fencing and accessory structures such as screen enclosures, prohibition of habitable space additions, and enforcement of parking regulations shall be provided to the City in a form acceptable to the City Attorney prior to approval of the final plat. (Engineering and City Attorney)
16. A cross access, shared parking, unity of control and unity of maintenance agreement covering the entire site (residential and commercial) in a form acceptable to the City Attorney shall be recorded prior to the approval of the final plat, and a certified copy be presented to the City Staff. (Engineering and City Attorney)
17. 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 any site activity, as part of the Engineering Permit. (Planning, Engineering, Building and Public Works)
18. 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)
19. All utilities and services to the site shall be provided by entities holding valid franchise agreements with the City. (Engineering and Building)

20. The office buildings must be provided with an automatic fire sprinkler system and a monitored fire alarm system. In addition, the buildings shall have a Knox box keyed for the City of Greenacres at the entrance. The order form shall be obtained from the City's Fire Marshal. (Fire Rescue)
21. For roofing materials, 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)
22. All rooftop equipment shall be completely screened from view on all sides. All ground mounted mechanical equipment (air conditioning, backflow preventer, etc.) shall be screened from view. No equipment shall be taller than the proposed screening. (Planning and Building)
23. The dumpster enclosure walls shall match the finish, color and design elements of the building walls and trim. (Planning)
24. The hours of operation for the office buildings shall be limited to 6:00 a.m. to 8:00 p.m., Monday through Friday. No deliveries shall take place prior to 6:00 a.m. or after 8:00 p.m., Monday through Saturday. (Planning and Building)
25. 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)
26. A certified cost estimate by a FL 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.
27. A site clearing and tree removal permit shall be required prior to any clearing activities on site. This permit shall demonstrate protection of existing trees to remain. Landscaping Plan additions may be necessary to meet Code requirements if existing material is unsuitable to remain. (Planning)
28. By the initial landscape inspection, all existing invasive non-native plants shall be removed from the property. It shall be the responsibility of the property owner to maintain the site free from invasive plants in perpetuity. (Planning)
29. Fences shall not be allowed in any front yards. Fences shall be constructed of a unified and harmonious design in the community, chain link is not permitted. (Planning and Building)
30. The developer shall enter into a Traffic Control Jurisdiction Agreement with the City of Greenacres to provide for the enforcement of parking and traffic regulations within the development. This agreement must be approved by the City prior to the issuance of any residential Certificates of Occupancy. (Building and Planning)
31. No outdoor speakers shall be permitted. (Planning and Building)

32. 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)
33. Non-compliance with any of the conditions of approval will result in withholding of the issuance of building permits or a Certificate of Occupancy. (Planning, Engineering, and Building)
34. **CITY ADVISORY 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.
35. The conditions of approval herein shall apply to the Owner, Applicant, and their successors and assigns.

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RESOLVED AND ADOPTED this 16th of day of September, 2024

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, *Deputy Mayor*

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 16, 2024
FROM: Andrea McCue, City Manager, Administration
SUBJECT: Ordinance 2024-26 Firefighter and Police Share Plan Amendment to Crediting Earnings/Losses to Plan Accounts.

BACKGROUND

The City established a retirement plan and trust for the public safety officers and firefighters of the City on January 1, 1996, and earnings/losses to the share accounts are distributed on an annual basis.

ANALYSIS

The Pension Board of Trustees is recommending that the Pension Plan be revised to change the method for crediting of earnings and losses on the share accounts to more fairly distribute the earnings and losses on a quarterly basis rather than an annual basis.

FINANCIAL INFORMATION

Distribution amounts are set by the terms included in the retirement plan and trust for firefighters and public safety officers.

LEGAL

The City Attorney has reviewed the Ordinance and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Staff is recommending approval of Ordinance 2024-26 on first reading.

ORDINANCE NO. 2024-26

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING CHAPTER 10, PERSONNEL, ARTICLE IV, RETIREMENT, PENSIONS AND OTHER EMPLOYEE BENEFIT PROGRAMS, DIVISION 3, RETIREMENT SYSTEMS AUTHORIZED BY SECTION 10-148 ENTITLED "PUBLIC SAFETY OFFICERS AND FIREFIGHTERS RETIREMENT PLAN AND TRUST"; AMENDING THE CITY OF GREENACRES PUBLIC SAFETY OFFICERS AND FIREFIGHTERS' RETIREMENT PLAN AND TRUST DEFINED BENEFIT PLAN AND TRUST ADOPTION AGREEMENT TO IMPLEMENT A CHANGE TO THE PROCESS FOR CREDITING THE EARNINGS ON THE SHARE ACCOUNTS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, as set forth in Section 10- 148 of the City' s Code of Ordinances, the City established a retirement plan and trust for the public safety officers and firefighters of the City on January 1, 1996 (" Retirement Plan" or " Plan"), which included as Exhibit " B-3" the Florida Municipal Pension Trust Fund Defined Benefit Plan and Trust Adoption Agreement with attachments (the " Adoption Agreement"); and

WHEREAS, the Pension Board of Trustees recommends that the Pension Plan be revised to change the method for crediting of earnings and losses on the share accounts to more fairly distribute the earnings and losses on a quarterly basis rather than an annual basis; and

WHEREAS, the Adoption Agreement authorizes the City Council to amend the Plan and Trust Agreement by a written amendment to the same; and

WHEREAS, the City Council finds that amending the City of Greenacres Public Safety Officers and Firefighters Retirement Plan Trust as set forth herein is in the best interests of the City and serves a valid public purpose.

Ordinance No. 2024-26 | Share Plan Amendment to Credited Earnings for Firefighters and Police

Page No. 2

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

SECTION 1. That Chapter 10, Article IV, Division 3, Section 10-148, of the Greenacres City Code entitled " Public Safety Officers and Firefighters Retirement Plan and Trust" is hereby amended as follows:

ARTICLE IV. RETIREMENT, PENSIONS AND OTHER EMPLOYEE BENEFIT PROGRAMS

Sec. 10- 148. Public Safety Officers and Firefighters Retirement Plan and Trust.

- a) A retirement plan and trust for the firefighters and public safety officers of the City of Greenacres is hereby established, effective the 1st day of January 1996. The instruments which represent the terms of said plan and trust include the Florida Municipal Pension Trust Fund Trust Joinder Agreement (exhibit "A"), Florida Municipal Pension Trust Fund Defined Benefit Plan and Trust Adoption Agreement (exhibit " B-3" including the Amendment No. ~~3~~ **4** to the Share Plan - attachment 1, and Amendment No. 1 to the Retirement Plan Changes for Sworn Law Enforcement Officers Effective February 1, 2016— attachment 2), the Florida Municipal Pension Trust Fund Defined Benefit Plan Document, (exhibit "C"), the Florida Municipal Pension Trust Fund, Master Trust Agreement (exhibit D-1") and the Investment Policy (exhibit "E"), and will be and remain exhibits to this section, remanded to the custody of the City Clerk who will maintain such for public inspection.

SECTION 2. 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 Ordinances of the City of Greenacres, that the sections of the Ordinance may be re-numbered or re-lettered to accomplish such intentions; and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Ordinance No. 2024-26 | Share Plan Amendment to Credited Earnings for Firefighters and Police

Page No. 3

SECTION 3. If any clause, section, or other part or application of this Ordinance shall be held in any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated and shall not affect the validity of the remaining portions or applications which shall remain in full force and effect.

SECTION 4. All ordinances or parts of ordinances, resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. This Ordinance shall become effective immediately upon adoption, unless otherwise provided.

[The remainder of this page intentionally left blank.]

Ordinance No. 2024-26 | Share Plan Amendment to Credited Earnings for Firefighters and Police

Page No. 4

Passed on the first reading this 16th day of September, 2024.

PASSED AND ADOPTED on the second reading this __ day of _____, 2024.

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, Deputy Mayor

Voted:
Susy Diaz, Council Member, District IV

Voted:
Paula Bousquet, Council Member, District V

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 16, 2024

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

SUBJECT: **Resolution 2024-46**, Development and Neighborhood Services Department Amended Fee Schedule for Building Permit, Zoning & Engineering Fees.

BACKGROUND

DNS has reviewed its fee schedules and is proposing updates for Building, Planning, Zoning and Engineering fees. In regard to Building fees, the most recent amendment to the Building Division Fee Schedule was adopted through Resolution 2020-40 on October 19, 2020.

Florida Statutes 166.222 and 553.80(7) authorize the governing bodies of local municipalities to provide a schedule of reasonable permit fees in order to defray the cost of inspections and enforcement of the Florida Building Code (FBC). The Building Division's revenue from these fees should, on average over several years, not exceed the costs associated with enforcement activities such as plan review, permit processing, training, and inspections. Some of the activities that are not funded by these fees include zoning, inspection of public buildings, information requests, and enforcement of local ordinances other than the Florida Building Code. The Building Division regularly reviews City permit revenues, enforcement costs, department workload and fees charged by other jurisdictions. Occasionally the review results in proposed adjustments to the permit fee schedule to be brought before City Council for approval. There are many types of fees on the permit fee schedule including: a building permit fee based on the value of construction, plan review fees, re-inspection fees, other penalties, and fees for Building Division services.

The Planning, Zoning and Engineering fees as provided in Section 12-8 and Section 16-35(b) of the City of Greenacres Code, require filing fees for applications related to development applications and other land development reviews and processes. These fees are to be adopted by the City Council through a Resolution and were last amended by the City Council on August 15, 2022, through Resolution 2022-30, with updates for Engineering and Right-of-way permits and other associated fees.

ANALYSIS

Building Permit Fees:

Staff has determined that to cover the costs and percentage of time spent by staff enforcing the FBC, minor increases to the permit fee schedule are being proposed.

Staff has reviewed the permit fees charged by other local municipalities to help determine the appropriateness of the proposed adjustments and found minimum permit fee and most other fees charged by the division to still be among the lowest in Palm Beach County. The proposed permit fee schedule changes are outlined as follows:

- Increased Revision fee from \$20 to \$50 to capture cost of service and be consistent with other municipalities such as Lantana, Palm Beach County, and Town of Haverhill.
- Increased work without Permits Penalty Fee from 2 times to 4 times the permit fee to be a deterrent for performing work without permits and to be consistent with other Municipalities, such as Lantana, Palm Beach County and Town of Haverhill.
- Added Temporary Certificate of Occupancy (TCO) verbiage to C.O Renewal and for other fees related to TCO for clarification.
- Removed the Temporary Use Permit fees from the Building Permits Fee Schedule to Non-Florida Building Code permits section in DNS Department Fee Schedule.
- Added a note indicating that fees and expenses set forth in the Fee Schedule may be increased annually upon each October 1st over the fees and expenses during the prior 12 months, as calculated in the amount equal to the annual percentage increase of the Consumer Price Index (CPI), not to exceed 6% annually, as last reported by the U.S. Bureau of Labor Statistics.
- Added a credit card note that payment made with credit card may incur a convenience charge for processing.

Land Development Review and Process Fees:

As provided in Section 12-8 and Section 16-35(b) of the City Code of Ordinances, filing fees for applications related to Development applications and other Land Development reviews and processes are to be adopted by the City Council through a Resolution. These fees were last amended by the City Council on August 15, 2022, through Resolution 2022-30, based on adopted Engineering and Right-of-way permits and other associated fees.

The fees adopted in Resolution 2022-30, included that fees and expenses set forth in the Fee Schedule may automatically be increased annually upon each October 1st over the fees and expenses during the prior 12 months, as calculated in the amount equal to the annual percentage increase of the Consumer Price Index (CPI), not to exceed 6% annually, as last reported by the U.S. Bureau of Labor Statistics. As such, the proposal includes an across the board fee increase of 3.2 % CPI for year 2023, plus 3% CPI for year 2024, for a combined total of 6.2% CPI for the past 2 years timeframe, except as otherwise noted in a particular revised fee. In addition, there are new fees proposed related to previously adopted Code text amendments for processes and other fees for services rendered by staff that the cost is not currently being captured for and include the following:

1. Amended Zoning Confirmation Fee to reflect industry standard from \$50 to \$100.
 2. Added Zoning Use Review Fee
 3. Added Landscape Permit Review and Landscape Inspection Fee
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4. Added Live Entertainment Permit Fee, Annual Renewal and Inspection Fee, Surety Fee
 5. Added Master Sign Plan Amendment Fee
 6. Executive Order Tolling Letter Fee
 7. Added Temporary Use Permit Fees from the Building Permit Fees schedule and deleted the Temporary Tenant Identification Sign reference under Temporary Use Permits to reflect text amendment revisions relating to Temporary Use Permits.
 8. Added a credit card note that payment made with credit card may incur a convenience charge for processing.

FINANCIAL INFORMATION

During a year of average permit and Development Review application activity, the amendments proposed will generate revenue to help offset expenses associated with staff efforts.

LEGAL

Resolution 2024-46 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 Resolution 2024-46, amending the Development & Neighborhood Services Department Fee schedule.

RESOLUTION NO. 2024-46

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, REPEALING RESOLUTION NUMBER 2020-40, WHICH ADOPTED A SCHEDULE FOR BUILDING PERMIT FEES AND RESOLUTION NUMBER 2022-30, WHICH AMENDED THE DEVELOPMENT & NEIGHBORHOOD SERVICES DEPARTMENT FEE SCHEDULE ADDING ENGINEERING AND RIGHT-OF-WAY PERMIT FEES AND OTHER ASSOCIATED FEES; ESTABLISHING A NEW DEVELOPMENT & NEIGHBORHOOD SERVICES DEPARTMENT FEE SCHEDULE THAT INCORPORATES BUILDING PERMIT FEES PURSUANT TO SECTION 4-8 OF THE GREENACRES CODE AND FILING FEES RELATED TO LAND DEVELOPMENT APPLICATIONS AND OTHER REVIEWS AND PROCESSES PURSUANT TO SECTION 12-8 AND 16-35(b) OF THE GREENACRES CODE; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes 166.222, and 553.80(7) authorizes local municipalities to charge reasonable permit fees to defray the cost of enforcement of the Florida Building Code; and

WHEREAS, Section 4-2 (b) of the City of Greenacres Code of Ordinances provides for the incorporation by reference of the Amendments to Chapter One of the Florida Building Code; and

WHEREAS, Section 4-8 of the City of Greenacres Code of Ordinances provides for the adoption by resolution a schedule of permit fees; and

WHEREAS, Section 109 of the Amendments to Chapter One of the Florida Building Code provides for the establishment of a schedule of building permit fees; and

WHEREAS, the City Council of the City of Greenacres previously adopted a schedule of building permit fees through Resolution No 2020-40 on October 19, 2020; and

WHEREAS, Section 12-8 and Section 16-35(b) of the City of Greenacres provides that required land development filing fees shall be as adopted by Resolution of the City Council; and

WHEREAS, the City Council previously adopted Resolution 2012- 24 on November 19, 2012, Resolution 2015-39 on October 5, 2015, and Resolution 2021-57 on December 13, 2021, and Resolution 2022-30 on August 15, 2022, establishing and/or amending required filing fees related to land development applications and other land development reviews and processes; and

WHEREAS, it has been determined that the schedule of building permit fees and land development filing fees related to land development applications, reviews, and processes needs to be amended; and

WHEREAS, Building permit fees and filing fees related to land development applications, reviews, and processes shall follow the revised Development & Neighborhood Services (DNS) Department Fee Schedule, attached hereto and incorporated herein as Exhibit “A”; and

WHEREAS, the City Council of the City of Greenacres finds that it is in the public interest that said fees be amended.

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

Section 1. The schedule of building related permit fees, for the City of Greenacres, as set forth in the most current version of the Greenacres Amendments to Chapter One of the Florida Building Code and in the Greenacres Municipal Code of Ordinances, and Filing fees for Land Development applications, reviews, and processes is hereby established to be the Development & Neighborhood Services Department Fee Schedule as attached hereto and incorporated herein as the Exhibit A.

Section 2. All resolutions in conflict herewith are hereby repealed

Section 3: This resolution shall become effective on October 1, 2024.

RESOLVED AND ADOPTED this 16th of day of September 2024.

Chuck Shaw, Mayor

Attest:

Quintella Moorer, City Clerk

Voted:

John Tharp, Council Member, *District I*

Voted:

Peter A. Noble, Council Member, *District II*

Voted:

Judith Dugo, Deputy Mayor

Voted:

Susy Diaz, Council Member, *District IV*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 16, 2024
FROM: Andrea McCue, City Manager, Administration
 Aileen Hernandez, Public Works Specialist, Public Works
SUBJECT: Property Improvement Program Guidelines

BACKGROUND

The City established the Property Improvement Program in FY 2019 to engage and encourage residential and business property owners to renovate and rehabilitate the exterior physical appearance of their properties within the City.

ANALYSIS

As the program has evolved, staff periodically has reviewed and updated the guidelines to ensure the program is meeting the needs of the City and its residents and businesses. Following is a summary of changes/updates made to the current guidelines based on staff recommendations and direction from the City Council:

- Residential properties must be owner occupied.
- Commercial properties are eligible for 50% of the total project cost with a \$10,000 maximum grant amount.
- Enhancements must be completed within one year of the date of award notification.
- Property enhancements visible from public rights of way and along arterial collector streets will be given priority. Point increase from 30 to 35 points
- Project readiness points removed.

FINANCIAL INFORMATION

Budget allocation for the Property Improvement Program is \$100,000.00.

LEGAL

The City Attorney has reviewed the Guidelines and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Staff is recommending approval of the updated Property Improvement Program Guidelines.



City of Greenacres
Property Enhancement
Grant Program

Program Guidelines

Purpose: The Property Enhancement Grant Program (the “Program”) is intended to engage and encourage residential and business property owners to renovate and rehabilitate the exterior physical appearance of their properties within the City of Greenacres. This is a competitive grant that is awarded on a reimbursement basis subject to the City’s annual budget approval and allocation. The following guidelines are applicable to the Program.

Eligibility:

1. The property owner must be the grant applicant and the property must be owner occupied and within the municipal boundaries of the City of Greenacres.
2. The proposed project must enhance the exterior aesthetics and visual appeal of the residential or commercial property. Exterior enhancements not visible to the public will not be considered.
3. The project property owner must not have any outstanding municipal debt including, but not limited to, city taxes or municipal liens.
4. The property owner must submit a completed application and receive approval from the City prior to beginning the proposed project. Projects started and/or completed prior to the signed approval will not be eligible for grant reimbursement.
5. The proposed project must improve the physical appearance of the structure or the property and the proposed enhancements must be completed in its entirety or grant funds will be forfeited.
6. Eligible properties include owner occupied residences, residential investment properties, commercial, and mixed-use properties. Neighborhood Associations, Condominium Associations and Homeowner Associations are also eligible; however, the project must enhance the aesthetics and visual appeal of the exterior boundaries of the Association’s property.
7. Buildings constructed within the last five years are not eligible.
8. The City, and other regulatory agencies, must approve all enhancements for compliance with the Florida Building Code and/or City regulations prior to commencing the project.
9. Property owner may only apply for one matching grant in a given fiscal year.
10. If applicable, Condominium or Homeowners Association approval will be required prior to permit submittal.

Eligible Projects: Property enhancements may include:

- Replacement of deteriorated windows and doors
- Repair or replacement of architectural features such as stucco, trim or moldings
- Driveway repairs or expansions
- Roof replacements
- Landscaping
- Pressure cleaning/painting or resurfacing Security Enhancement
 - Fences, gates, site walls or security lighting

Matching Grant: The Program grant funds will be matched by their equal or greater investment of private funds for the purpose of restoring/renovating residential and commercial buildings. This is a competitive grant awarded following an application evaluation and review process and will be paid on a reimbursement basis. The City will contribute up to 50% of the total project cost with a \$5000 maximum grant amount for eligible residential property enhancements and up to 50% of the total project cost with a \$10,000 maximum grant amount for eligible commercial property enhancements. The property owner is responsible for 50% of the project costs and any excess cost. The Program operates on a reimbursement basis and the property owner is responsible for all payments associated with the project including, but not limited to, payments to professionals, City departments, and contractors. The property owner must demonstrate that all necessary private financing required to complete the project is secured.

Waiver: Certain provisions of these guidelines as it relates to the private and public benefit of the proposed project may be waived on recommendation of the Program selection committee with the consent of the City Manager.

Notifications: The City reserves the right to:

1. Reject any and all applications.
2. Announce all grant commitments publicly and publicize before and after photos of successful projects.

Drawing/Permits: If a permit(s) is required for the project, the permit(s) must be obtained prior to commencing the project. All working drawings, City permits, and regulatory agency permits will be the property owner's sole responsibility. Detail drawings and application for permits must be completed and submitted to the appropriate jurisdiction within 90 days of approval of the property owner's grant application. Failure to meet this deadline will result in cancellation of the City's obligations under the Program.

Note: Design, drawings, and permit/inspection fee costs will not be eligible for reimbursement.

Permit applications submitted to the City must be from a licensed contractor or, if filing as an owner builder, a permit application may be submitted by the property owner. Permit costs will be verified under the City of Greenacres, Chapter 1 amendment to the Florida Building Code section 109.3. Contractors must be licensed to do business in the State of Florida and/or Palm Beach

County. The property owner is responsible for selecting a contractor and executing the corresponding construction agreement.

All enhancements must be completed one year from date of award notification from the City unless a written extension is granted by the City Manager or his/her designee. The property owner must agree to permit reasonable inspection during normal business hours by representatives of the City to perform inspections of exterior rehabilitation/improvement work, all contract agreements, materials, equipment, payrolls, and conditions of employment pertaining to the project. Failure to meet this deadline or these requirements will result in cancellation of the City's obligations under the Program. The Applicant assumes the sole responsibility for meeting all Program deadlines.

Contractor Responsibility: Any contractor, subcontractor or owner builder chosen must provide all necessary expertise, equipment, materials and insurance to satisfactorily complete the project. Unless approved by the City, the property owner shall not use a member of his or her extended family to work on the project.

The property owner may assume any or all contractor responsibilities if he or she can provide all necessary expertise, equipment and materials to complete the respective task. The applicant, however, may not receive reimbursement for his or her personal expertise and/or labor. No member of the property owner's extended family will be reimbursed with grant monies for unskilled labor provided. Work paid for with cash is not reimbursable.

Maintenance Obligation: Applicant shall maintain the project enhancements and façade of the property in good condition and in accordance with local regulations and Florida Building Codes. The project enhancement in its approved design and colors must be maintained for a period of five (5) years from the date of completion. Failure to maintain all project enhancements that have been reimbursed with grant funds may result in

1. The obligation to reimburse the City the full amount of grant funding.
2. Ineligibility of that individual or corporation to apply for future City grants or incentives.

Grant Awards: The City of Greenacres anticipates that there will be more demand than available grant funds. Property owners' applications will be reviewed and ranked by a Property Enhancement Program Selection Committee (the "Committee"), and funding will be awarded to applications receiving the overall highest scores until the grant funds are exhausted. Should there be a lack of qualified applications, any remaining grant funds may not be awarded. Grant awards will be based on the proposed project's aesthetic contribution to the City and evaluated on the following criteria:

- a. Type of Renovation Minor to Major up to (30 points)
 - Rehabilitation or restoration of existing facades, which includes removal/replacement of old worn stucco, wood, or metal surfaces, and any superficial treatment to the exterior front face or visible sides of the building.

- Removal and replacement of the front facades, particularly covering the fronts of flat roof or mansard-type roof systems, new window/ window treatments, new doorways, and removal of substandard structural elements of the façade.
 - Driveway expansions or restoration and Landscape upgrade.
 - Fences or site walls in view of public right of ways.
- b. Project Visibility and Impact on the City up to (35 points)
- Property enhancements visible from public rights of way and along arterial and collector streets will be given priority.
- c. Significant improvement to the exterior visual appearance of the subject property, structural integrity, or the functionality of the property up to (20 points)
- d. Cost/Benefit relationship between the cost of a project and the benefits gained (including level of personal investment in the project) up to (15 Points)

Upon the recommendation of the Committee, the City Manager or designee will review the recommendation and, if all Program requirements are satisfied, confirm the award to the selected property owner(s). The property owner will be required to execute the Program Agreement. Upon receipt of the signed Program Agreement from the property owner, the City Manager or designee will execute the same.

I have read the Program Guidelines and agree to comply with the requirements of the grant as adopted by the City of Greenacres City Council by Resolution number 2021-39. This grant is subject to the City's annual budget approval and allocation.

Property Address _____

Applicant's Signature _____ Date _____

Print Applicant's Name _____ STATE OF FLORIDA COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____ 20 _____

By _____ (Name of person making statement).

Signature of Notary Public State of Florida _____

Personally, Known OR Produced Identification _____ (Type of Identification)

(Stamp of Notary Public)



ITEM SUMMARY

MEETING DATE: September 16, 2024
FROM: Andrea McCue, City Manager
SUBJECT: Public Safety Officers/Firefighters Retirement – Board of Trustees (BOT)
– Reappointment Brian Brady

BACKGROUND

The City’s BOT; established in 1996, oversees the Retirement Plan and Trust for the City’s Firefighters/Paramedics (Firefighters) and former Public Safety Officers (Officers). The BOT is comprised of five (5) members: two (2) members are appointed by the City Council, one (1) member is elected from the current Firefighters, one (1) member is elected from the current Officers in the plan, and the last member is elected by a majority of the BOT.

ANALYSIS

Mr. Brian Brady's term will expire on October 8, 2024. Mr. Brady has expressed his interest in serving another four (4) year term on the BOT.

FINANCIAL INFORMATION

N/A

LEGAL

N/A

STAFF RECOMMENDATION

Staff recommends reappointing Mr. Brian Brady.



Department Report

MEETING DATE: September 16, 2024
FROM: Michele Thompson, Director, Community & Recreation Services
SUBJECT: Community & Recreation Services Dept. – August Report

ADMINISTRATION

PERFORMANCE MEASUREMENT	THIS PERIOD	FY2024 TO DATE	FY 2024 BUDGET
No. of Contracts Executed/Renewed	0	5	3
No. of Collaborative Partnerships	4	74	27
No. of Vendor/Independent Contractor Agreements	12	101	30
No. of Educational Scholarship Applications R'cd	-	20	20
No. of Community Events Coordinated	-	8	10
No. of Event Participants	-	36,100	36,900
No. of Little Free Libraries (LFL)*/ # Replacement Units / <i>StoryWalk</i> Books	1*	32/2	32/2
No. of Business Sponsorships	1	30	22

FACILITY RENTALS

FACILITY RENTALS	THIS PERIOD	FY2024 TO DATE	FY 2024 BUDGET
Fields/Concession Stands	66	681	900
Pavilions	32	442	500
Center Facility	72 ¹	666	900
Monthly Center Attendance	4,159	40,423	4,200

¹148 Additional Free Rentals: **79** Gym: YP/Open Gym/Tai Chi/Backpack Giveaway, **18** Banquet Hall: PBSO/ SOE/Business Summit, **22** Room 1: Older Adults Program/PBSO, **7** Room 2: FR/Spotlighters, **2** Room 3: OAP, **7** Room 4: AARP/PW/ESOL, **13** Comm. Park: PB Square Dance

REVENUE

FACILITY RENTALS REVENUE	THIS PERIOD	FY2024 TO DATE	FY2024 PROJECTED
Rental Revenue Generated	\$13,256.50	\$156,494.06	\$170,000

ATHLETICS

YOUTH ATHLETICS	THIS PERIOD	FY2024 TO DATE	FY2024 PROJECTED
FY24 Co-ed Fall Soccer (10/6/23-12/8/23) • Registration Period 7/31/23 – 10/6/23	-	229	200
FY24 Co-ed Spring Soccer (3/4/24-5/17/24) • Registration Period 1/8/24 – 3/1/24	-	301	260
FY24 Co-ed Winter Basketball (12/4/23-3/8/24) • Registration Period 9/5/23 – 11/2/23	-	150	160
FY24 Basketball Skills Program	-	-	340
Co-ed Summer Basketball Skills Camp	7	34	40
FY25 Co-ed Fall Soccer (10/10/24-12/6/24) Registration Period 8/1/24 – 9/20/24	160	160	220

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FOOD DISTRIBUTION	NO. SERVED
Cros Ministries - April 11 th & 25 th	607 / 916
PBSO & Restoration Bridge - April 17 th & June 18 th	452 / 375

SENIOR PROGRAMS

SOCIAL ACTIVITIES	PARTNERS/SPONSORS	NO. OF PARTICIPANTS YTD
Meal Program; Dances; Games/Bingo; Special Events; Educational Sessions Mon.- Fri. (5 x 27)	TaiChi; Firebush; Sr. Dedicated Med.; Zumba; Health Care District of PBC; Florida Crystals; Mi Familia en Accion	2,447

FY24 EVENTS & SPONSORSHIPS

Item # 21.

EVENTS	SPONSORS/PARTNERS	FY2024 EXPENSE	FY2024 ACTUAL	FY2024 ATTENDEES
Trunk or Treat	PBSO	N/A	N/A	1,100
NNOAC	PBSO	\$3,131	\$1,835	1,200
Holiday in the Park (12/9/23)	\$13,500: WM; Nissan; Florida Blue; Wellington Renaissance Charter; Sunshine Health; Ambetter; Steinger/Green/Feiner; Forest Hill Orthodontics; Rosenthal/Levy/Simon/Sosa, Glasser, PBSO, FR	\$35,171	\$14,871	5,500
Fiesta de Pueblo (1/6/24)	Co-Sponsored by Fiesta de Pueblo, Inc.	\$4,317	\$5,781	11,500
Artzy Eve. at City Hall (1/27/24)	\$1,000: Waste Management; Greenacres Nissan; The Glasser Family	\$15,611	\$8,126	250
Daddy Daughter Dance (2/10/24)	\$500: Waste Management; The Glasser Family	\$6,662	\$5,644	122
Egg'stravaganza (3/30/24)	\$10,000: The Glasser Family; Nissan; WM; Ed's/Tapatia; FL Blue; Renaissance Charter; State Farm; Rosenthal/Levy/Simon/Sosa	\$22,594	\$21,563	6,500
Rock-n-Roll Sunday/FR Chili Cook-Off (5/19/24)	Coordinated w/ the Nam Knights Motorcycle Club of PBC	\$8,789	\$7,280	2,000
Ignite the Night (7/4/24)	\$11,500: FPL; Waste Management; Zambelli; Greenacres Nissan; The Glasser Family	\$77,477	\$55,907	10,000
<i>Back2School</i> Supply Distribution (7/27/24)	\$3,400: Donation boxes: Bingo Magic; Ed's; City Hall; Comm. Ctr.; Pete's Place; Chucho's Tacos	\$8,249	\$3,737	10 Greenacres Schools
Senior Health Fair (9/18/24)	Florida Blue (\$750); Wellcare (\$90); Flipany; Wawa	\$0		

FY24 Event Actuals = Direct + In-direct – Event Sponsors & Revenues



Department Report

MEETING DATE: September 16, 2024

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

SUBJECT: August 1, 2024, through August 30, 2024

Development & Neighborhood Services Department

Planning, GIS & Engineering Division

NEW CASES

TU-2024-2729 – El Valle Hondu-Mex Restaurant – 4992 10th Ave N

A request from El Valle Hondu – Mex Restaurant for a “Live Entertainment Permit” for DJs/Karaoke/Live local artists for Friday and Saturdays from 9:00 pm to 1:30 am and for scheduled sports games. Waiting for applicant’s response, scheduled for the September 19, 2024, DRC meeting.

TU-2024-2634 – Walmart Holiday Trailers

A request by Walmart, for a Temporary Use Permit to allow for holiday trailers to be located at 6294 Forest Hill Blvd through February 10, 2025. Scheduled for the September 19, 2024, DRC meeting.

CURRENT PLANNING CASES

3067 South Jog Road (SP-24-02)

A request for a Site and Development Plan to construct a 6,000 sq ft office/retail building with a 798 sq. ft. mezzanine. (Sufficiency letter sent March 11, 2024, awaiting receipt of applicant’s resubmittal)

Perry Office – 3130 Perry Avenue (SP-22-03) and (BA-23-03)

A request for a Site and Development Plan (SP-22-03) for a vacant parcel to construct a 6241 sq. ft office totaling 4 bays for flexible office space use. The site is located on the northeast corner of Perry Avenue and 10th Avenue South. The request also includes a variance (BA-23-03) request to reduce the landscape buffer on the eastern side of the site plan from 10 ft to 5 ft. (Resubmittal received on August 21, 2024, under staff review)

Astoria Townhomes – 6240 Dodd Road and adjacent vacant parcel (CPA-23-04), (ZC-23-02), (SP-23-06), (BA-23-07), and (MSP-24-02)

A request for a Future Land Use map amendment (CPA-23-04) from Residential Medium Density and Commercial to Residential High Density; a Rezoning (ZC-23-02) from Residential Medium Density and Commercial General to Residential High Density; Site and Development Plan (SP-23-06) to construct a Townhouse Development consisting of 60 townhomes with a configuration of 6-unit building types; and a Variance (BA-23-07) from the minimum side yard setback of 20 ft. between end units and a Master Sign Plan (MSP-24-02). [PZBA approved BA-23-07 on August 8, 2024] (CPA-23-04), (ZC-23-02), (SP-23-06), and (MSP-24-02) are scheduled on September 16, 2024 for City Council]

Bethesda Tabernacle – 4901 Lake Worth Road (SP-99-04C) and (SE-23-01)

A request for a Site and Development Plan (SP-99-04C) approval to modify the previously approved site plan and a Special Exception (SE-23-01) to develop a 28,930 sf House of Worship and accessory uses. (Awaiting receipt of applicant's response to the resubmittal comments provided on April 18, 2024; meeting with applicant was held on May 3, 2024).

C&C Legacy Plaza – 3494 South Jog Road (SP-24-01), (BA-24-01) and (MSP-24-03)

A request for Site and Development Plans (SP-24-01) approval to construct a 2,598 sf one story office building and a two-story townhouse building with three townhouses; a Variance (BA-24-01) from the landscape code requirements for a one-story office building and a two-story townhouse building with three townhouses; and a Master Sign Plan (MSP-24-03; and a Plat application. (PZBA approved the Variance request (BA-24-01) on August 8, 2024; (SP-24-01) and (MSP-24-03) are scheduled on September 16, 2024 for City Council).

City-initiated Chickasaw and Wry Roads Annexations (ANX-22-02)

Annexation of sixteen enclaves located on Chickasaw and Wry Road into the City through an Interlocal Agreement with Palm Beach County. (Staff anticipates initiating in the near future, given progress on the execution of the LWDD agreement and City proposed Chickasaw Road Improvements).

Ice Cream La Bendicion – 560 Jackson Avenue (SP-24-04)

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. (Awaiting receipt of applicant's response to the insufficiency letter provided on June 10, 2024).

Kids in Care – Buttonwood Plaza – 3032 South Jog Road (SP-84-05I), (SE-24-02), and (BA-24-02)

A request for a Major Site and Development Plan Amendment (SP-84-05I), a Special Exception (SE-24-02) to allow for a Prescribed Pediatric Extended Care (PPEC) center; and two (2) Variance requests (BA-24-02) to eliminate the minimum outdoor play area and relocation of passenger pick-up/drop-off. (Resubmittal was received on August 7, 2024, under Staff review).

Lake Worth Plaza West – 6404 Lake Worth Road (MSP-24-01)

A request for a Master Sign Plan for Lake Worth Plaza West. (Awaiting receipt of applicant's response to the sufficiency letter provided on July 9, 2024).

Garden Square – 6645 Chickasaw Road (SP-23-03)

A request for Site and Development Plans approval to construct four (4) five-unit townhomes and six (6) four-unit townhomes (total of 44 units). (Awaiting receipt of applicant's response to the DRC comments provided on August 20, 2024).

Iglesia Bautista Libre Emmanuel – 5083 Lake Worth Road (SE-22-04), (BA-22-01), and (SP-22-05A)

A Special Exception request (SE-22-04) to allow a House of Worship within an existing building located in the Commercial Intensive (CI) zoning district, a Variance (BA-22-01) to allow for a reduction in the front and rear landscape buffers, and a Major Site and Development Plan Amendment (SP-22-05A). (Awaiting receipt of applicant's response to the DRC comments provided on June 1, 2024).

Murphys USA Greenacres – 6270 Forest Hill Boulevard (SE-23-05), (BA-23-08), (SP-23-07), and (MSP-24-06)

A Special Exception request (SE-23-05) to allow a convenience store and gasoline service station within the Commercial Intensive (CI) zoning district, a Variance (BA-23-08) from the required 1500-foot separation of an existing gas station and convenience store to 750 feet, a Site and Development Plan (SP-23-07) to construct a 2,824 sq ft convenience store and gas station with six (6) pumps, and a request for a Master Sign Plan (MSP-24-06). (Awaiting receipt of applicant's response to the comments provided on August 15, 2024).

Orchid Cove – 1105 South Jog Road (SP-23-01) and (BA-23-04)

A request for a Site and Development Plan (SP-23-01) approval to construct six (6) two-family units (Total of 12 units), and an Administrative Variance (BA-23-04) for a 5-foot reduction from the required rear and side street setbacks. (Awaiting receipt of applicant's response to DRC comments provided on June 7, 2024).

Pentecostal Tabernacle – 6030 Lake Worth Road (BA-23-05)

A request for a Variance to allow for a fence to be located within the front yard of the House of Worship. (Resubmittal was received on July 16, 2024; under DRC review).

SITE PLAN AMENDMENTS

Retro Fitness – Aloha Shopping Center – 4558 Lake Worth Road (SP-16-03B) and (MSP-24-04)

A request for a Minor Site and Development Plan Amendment (SP-16-03B) to modify the exterior façade of the leased area for Retro Fitness premises only and a Master Sign Plan (MSP-24-04) for the Aloha Shopping Center. (The Minor Site and Development Plan Amendment (SP-16-03B) was approved on August 15, 2024; the Master Sign Plan (MSP-24-04) is under staff review)

Palm Beach Christian Preparatory School – Church in the Palms – 3812 South Jog Road (SE-24-01)

A Major Site and Development Plan Amendment request for a private school (Palm Beach Christian Preparatory School) in the Commercial Intensive (CI) zoning district. (Awaiting receipt of applicant's response to the sufficiency letter provided on June 10, 2024).

Dunkin' – Aloha Shopping Center – 4644 Lake Worth Road (SP-16-07A)

A Minor Site and Development Plan Amendment to modify the exterior façade. (Awaiting receipt of applicant's response to sufficiency comments provided on August 27, 2024).

Ministries in Bethel – 3950 South 57th Avenue (SP-84-12E)

A request for a Minor Site and Development Plan Amendment to relocate parking spaces. (Awaiting receipt of applicant's response to sufficiency comments provided on June 27, 2024).

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

A request for a Minor Site and Development Plan Amendment to add a portable 1,269 sq. ft. classroom. (Administrative withdrawal letter sent to applicant on August 26, 2024 due to extended inactivity).

Woodlake Plaza – 5815 Lake Worth Road (PCD-84-02DD)

A request for a Minor Site and Development Plan Amendment (PCD-84-02DD) to change color of the building awnings. (Awaiting receipt of applicant's response to sufficiency comments provided on August 8, 2024).

ZONING TEXT AMENDMENTS

ZTA-24-03 Pervious Surface and Driveways

A City-initiated request for a Zoning Text Amendment to provide updated standards for overall impervious coverage on residential lots and in front yards within residential zones, ensuring consistency with the standards governing lot coverage for residential lots, as well as limits on driveways expansions. Recommended for approval by Planning and Zoning Board of Appeals (PZBA) on April 11, 2024. Tentatively scheduled for City Council Meetings for 1st reading on October 7, 2024, and 2nd Reading on October 21, 2024.

ZTA-24-07 Parking Regulations

A City-initiated request for a Zoning Text Amendment pertaining to modifications of ARTICLE VIII. – Off-Street Parking and Loading Regulations and Chapter 14. for parking of motor vehicles, boats and trailers. Recommended for approval by Planning and Zoning Board of Appeals (PZBA) on May 9, 2024. Tentatively scheduled for City Council Meetings for 1st reading on October 7, 2024, and 2nd Reading on October 21, 2024.

RESIDENTIAL DEVELOPMENT PROJECTS

Catalina Estates

Approved for 20 single-family units. Final inspections have been completed. Approved Maintenance Bond in place until July 2024. Bond released on July 25, 2024.

Ranchette Road Townhomes

Approved for 74 Townhomes. 73 Certificate of Completion issued to date. Traffic Control Jurisdiction Agreement (TCJA) approved. Approved Construction Bond in place.

Blossom Trail (Nash Trail)

Plat application received on July 8, 2022. Complete submittal of application received. Final engineering permit reviewed and awaiting issuance with the Plat. (Plat was resubmitted on July 18, 2024, awaiting confirmation on full outside agency approvals including continued maintenance obligations of Nash Trail.

NON-RESIDENTIAL DEVELOPMENT PROJECTS

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

The building permit and engineering permit expired. New permit applications and outside agency approvals would be required to be submitted in order to obtain development approval. Additionally, Code Enforcement provided a time certain of July 19, 2024, to bring the exterior code maintenance items into compliance. Applicant complied. Applicant requested a meeting with staff to discuss the site. The meeting is scheduled for September 12, 2024.

Chick Fil A (within River Bridge Center) (SP-85-12RR)

The Building Permit and Engineering Permit have been issued. The site is located within the River Bridge Centre on the southwest corner of the intersection of South Jog Road and Forest Hill Boulevard. Preconstruction meeting held on May 16, 2024. Letter of credit received for civil work which expires February 28, 2025. Staff is monitoring the site work and engineering inspections are being conducted. Staff is in discussion seeking resolve regarding site issues including construction crew damage to the oak trees.

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

The Engineering Permit was issued on April 26, 2024. Preconstruction meeting held on April 26, 2024. Letter of credit received for civil work which expires February 28, 2025.

Mint Eco Car Wash (4840 Lake Worth Road) (SP-22-04A)

The Engineering Permit was applied in December 2023. Comments were provided on March 12, 2024. Awaiting applicant's response to comments including posting bond.

The Pickleball Club (FKA Palm Beach Christian Academy) (5200 S Haverhill Road) (SP-23-05)

Application for the Pickleball Club was received on 11/20/2023. The Special Exception and Site and Development Plans were approved by City Council on February 5, 2024, and Administrative Variance approved on February 26, 2024. Property is currently under contract with The Pickleball Club.

GIS

South Florida GIS EXPO

DNS attended the South Florida GIS Expo which provided valuable insights and updates on the latest advancements in Geographic Information Systems (GIS). Our team explored innovative tools and techniques that can enhance our GIS capabilities, integral to our planning, analysis, and decision-making processes.

Damage Assessment Training

DNS participated in the countywide Annual Hurricane Exercise for damage assessment training in preparation for Hurricane Season. DNS will continue attending ongoing weekly meetings.

GIS Database Organization

Implementing a clear, organized hierarchy that separates different stages of data management and processing. This structure is designed to ensure easy access for all departments, enhance collaboration, and streamline maintenance.

TEMPORARY USE PERMITS

TU-2024-1307 – West Pines Baptist Church – 4906 Melaleuca Lane – In Process

A temporary use permit request for two signs for the Soccer Camp for June 10 to June 14, 2024, Monday to Friday from 6:30 pm to 8:00 pm. (4/2/24 - Contacted applicant via email and noted request is not currently allowed by Code indicated bulletin board sign option. Awaiting applicant response.)

TU-2024-1308 – West Pines Baptist Church – 4906 Melaleuca Lane – In Process

A temporary use permit request for two signs for the Soccer Camp for June 24 to June 28, 2024, Monday to Friday from 6:30 pm to 8:00 pm. (4/2/24 - Contacted applicant via email and noted request is not currently allowed by Code indicated bulletin board sign option. Awaiting applicant response)

Temporary Use Permit TU 2024-2385 – Discount Tire – 5990 Lake Worth Road – In Process

A request by Chuck Hewitt on behalf of Discount Tire, for a temporary use permit to allow for temporary sales office, customer waiting trailer, storage office, storage containers, debris bin and porta potties, at their parking lot for remodeling/project, at 5990 Lake Worth Road. This Temporary Use Permit is tied to Building Permit # 2024-00000536 and construction trailer temp offices #2024-2518. Awaiting receipt of applicant's response to DRC comments that were provided.

Temporary Use Permit TU 2024-2712 – John I. Leonard High School Homecoming Parade – 4701 10th Avenue N – In Process- A request by Katerina Malone on behalf of John I. Leonard High School, for a temporary use permit to allow for their annual Homecoming Parade, per Parade Route Visual Map Route on September 19, 2024, from 1:00 PM to 3:00 PM.

FY 2024 Data:

Case Approvals	Current Period	FY 2024 to Date	FY 2024 Budget*
Annexation	0	3	2
Comprehensive Plan Amendment	0	3	3
Zoning Changes	0	3	3
Special Exceptions	0	2	4
Site Plans	1	3	5
Site Plan Amendments	1	7	10
Variances	0	2	3
Zoning Text Amendments	2	8	3
Master Sign Plan	1	1	

Inspection Type	Current Period	FY 2024 to Date	FY 2024 Budget
Landscaping	3	45	80
Zoning	1	24	45
Engineering	1	36	75

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

Building Division

Building Department Report (August 1, 2024 – August 31, 2024)

1) ADMINISTRATION:

- a) Researched and completed One Hundred Two (102) lien searches providing open and/or expired permit information.
- b) Researched and completed Thirty-Five (40) records requests for historical permits.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2024
New Applications Received / Permits Created	263	2,611
Applications Approved	132	1,504
Applications Canceled	9	65
Applications Denied	0	18
Applications Reopened	1	17
Permits Issued	206	2,468
Permits Completed	290	2,238
Permits Canceled	4	81
Permits Reopened	54	504
Permits Expired	51	359
Inspections Performed	668	5,134
Construction Value of Permits Issued	\$2,403,182.39	\$39,504,440.15
Construction Reinspection Fees	\$500.00	\$5,700
Extension/Renewal Fees	\$793.02	\$29,264.21
CO's Issued	0	40
CC's Issued	0	0
Temporary CO's Issued	1	9

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#
Spa Center	3901 S Jog Rd	1240	Interior Renovation	2024-2613
Medimore Md	6334 Forest Hill Blvd		Interior Remodel	2024-2513
H&R Block	6754 Forest Hill Blvd	1680	Interior Remodel	2024-1950
Supertech Comm	5305 Lake Worth Rd		Interior Remodel	2024-1285
Dunkin Donut	4644 Lake Worth Rd	2169	Interior Remodel	2024-0471

5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
El Car Wash	6200 Lake Worth Rd	3724	Construct Car Wash	2023-2487
Chik fil A	6802 Forest Hill Blvd		New Construction	2024-0270
Dollar Tree	4640 Lake Worth Rd	8924	Interior Renovation	2024-1182
Gastro Health	6125 Lake Worth Rd	238	Interior Renovation	2024-0874
Finlay Medical	6803 Lake Worth Rd	1805	Interior Remodel	2024-1237
Discount Tire	5990 Lake Worth Rd	1704	Interior Renovation	2024-0536
Aaxon Laundry	3989 S Jog Rd	2633	Interior Renovation	2024-0587
Retro Fitness		1547	Interior Renovation	2024-0783

	4558 Lake Worth Rd			
Certified Spine	6415 Lake Worth Rd #307	1598	Tenant Improvement	2023-2290
Gyro GR	6852 Forest Hill	1682	Interior Remodel	2023-1965
Ministries in Bethel	3950 S 57th Ave	6,939 sq.ft.	House of Workship	2021-0365

CITY OF GREENACRES

Licensing Revenue Summary Report

Licensing Revenue Summary Report - Summary

From Date: 08/01/2024 - To Date: 08/28/2024

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Amusement-Amusement & Entertainment					
Amusement Sq Ft-Amusement Square Feet	4	0	\$3,829.74	\$0.00	\$3,829.74
Vending Machine-Amuse/ Vending / Coin Operated	7	0	\$763.52	\$0.00	\$763.52
Com Inspection-Commercial Inspection	1	0	\$75.00	\$0.00	\$75.00
Food-Food Service	1	0	\$127.63	\$0.00	\$127.63
Food Per Seat-Food Per Seat	1	0	\$52.08	\$0.00	\$52.08
License Type Amusement-Amusement & Entertainment Totals	14	0	\$4,847.97	\$0.00	\$4,847.97
License Type: Cont Office-Contractor Office					
Cont Office-Contractor Office	2	0	\$244.06	\$0.00	\$244.06
License Type Cont Office-Contractor Office Totals	2	0	\$244.06	\$0.00	\$244.06
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	14	0	\$1,786.82	\$0.00	\$1,786.82
Food Per Seat-Food Per Seat	13	0	\$4,248.86	\$0.00	\$4,248.86
Transfer-Transfer	1	0	\$6.00	\$0.00	\$6.00
License Type Food Service-Food Service / Bar / Lounge Totals	28	0	\$6,041.68	\$0.00	\$6,041.68
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	27	0	\$7,085.72	\$0.00	\$7,085.72
Vending Machine-Amuse/ Vending / Coin Operated	1	0	\$64.98	\$0.00	\$64.98
Com Inspection-Commercial Inspection	2	0	\$150.00	\$0.00	\$150.00
25% Penalty-25% Penalty	1	0	\$81.45	\$0.00	\$81.45
General Service-General Service	2	0	\$232.44	\$0.00	\$232.44
License Type General Retail-General Retail Totals	33	0	\$7,614.59	\$0.00	\$7,614.59
License Type: General Service-General Service					
General Service-General Service	75	0	\$8,594.75	\$0.00	\$8,594.75
Com Inspection-Commercial Inspection	4	0	\$300.00	\$0.00	\$300.00
Transfer-Transfer	1	0	\$5.81	\$0.00	\$5.81
Collection Fee-Collection Fee	2	0	\$50.00	\$0.00	\$50.00
Delinquent > 150-Delinquent Over 150 Days	2	0	\$200.00	\$0.00	\$200.00
25% Penalty-25% Penalty	2	0	\$58.12	\$0.00	\$58.12
Cosmetology-Cosmetology / Barber	2	0	\$81.22	\$0.00	\$81.22
License Type General Service-General Service Totals	86	0	\$9,289.90	\$0.00	\$9,289.90

License Type: General Svc Reg-General Service Registration									
General Svc Reg-General Service Registration	5		\$125.00	\$0.00	\$125.00				
License Type General Svc Reg-General Service Registration Totals	5		\$125.00	\$0.00	\$125.00				\$125.00
License Type: Home-Home Based Business									
Home-Home Based Business	61		\$4,802.03	\$0.00	\$4,802.03				\$4,802.03
Collection Fee-Collection Fee	4		\$100.00	\$0.00	\$100.00				\$100.00
Delinquent >150-Delinquent Over 150 Days	4		\$400.00	\$0.00	\$400.00				\$400.00
License Type Home-Home Based Business Totals	69		\$5,302.03	\$0.00	\$5,302.03				\$5,302.03
License Type: Insurance Co-Insurance Sales Company									
Insurance Reg-Insurance Registration	2		\$244.06	\$0.00	\$244.06				\$244.06
License Type Insurance Co-Insurance Sales Company Totals	2		\$244.06	\$0.00	\$244.06				\$244.06
License Type: Professional-Professional									
Professional-Professional	38		\$4,532.73	\$0.00	\$4,532.73				\$4,532.73
Cosmetology-Cosmetology / Barber	21		\$791.91	\$0.00	\$791.91				\$791.91
Real Estate-Real Estate Broker / Ins Agents	3		\$292.95	\$0.00	\$292.95				\$292.95
Com Inspection-Commercial Inspection	1		\$69.00	\$0.00	\$69.00				\$69.00
Transfer-Transfer	2		\$18.30	\$0.00	\$18.30				\$18.30
General Service-General Service	8		\$929.76	\$0.00	\$929.76				\$929.76
License Type Professional-Professional Totals	73		\$6,634.65	\$0.00	\$6,634.65				\$6,634.65
License Type: Rental Office-Rental Office									
Rental Office-Rental Office	5		\$814.45	\$0.00	\$814.45				\$814.45
Rental Unit -Rental Unit	1		\$389.52	\$0.00	\$389.52				\$389.52
License Type Rental Office-Rental Office Totals	6		\$1,203.97	\$0.00	\$1,203.97				\$1,203.97
License Type: Rental Unit-Rental Unit									
Rental Unit-Rental Unit	227		\$24,470.12	\$0.00	\$24,470.12				\$24,470.12
Transfer-Transfer	4		\$16.24	\$0.00	\$16.24				\$16.24
25% Penalty-25% Penalty	8		\$81.20	\$0.00	\$81.20				\$81.20
Rental Office-Rental Office	1		\$156.08	\$0.00	\$156.08				\$156.08
License Type Rental Unit-Rental Unit Totals	240		\$24,723.64	\$0.00	\$24,723.64				\$24,723.64



License Activity Report

Activity Date Range 08/01/24 - 08/28/24
Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Cancelled
Amusement - Amusement & Entertainment	Business	1	0	0	0	11	0	0
Exemptions - Exemptions / Non-Profit	Business	1	0	0	2	1	0	0
Food Service - Food Service / Bar / Lounge	Business	1	0	0	0	0	0	0
General Retail - General Retail	Business	2	0	0	0	0	0	0
General Service - General Service	Business	3	0	0	5	8	0	0
Home - Home Based Business	Business	5	0	0	5	3	0	0
Professional - Professional	Business	2	0	0	6	3	0	0
Rental Unit - Rental Unit	Business	16	0	0	16	2	0	0
Grand Totals		31	0	0	34	28	0	0

Code Enforcement Division

Code Division Report (August 1, 2024 – August 31, 2024)

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2024
Inspections Related to Active Code Cases	348	2,223
New Cases Started	131	815
Cases Complied	92	614
Current Open Cases	301	2,180
199	199	1,562
Illegal Signs Removed from right-of-way	293	2,137
Inspections Not Related to Active Code Cases	348	2,113
Complaints Received and Investigated	17	233
Warning Tickets	74	1,487

Code Enforcement - STATS FY 2024

	<u>NOTICES MAILED</u>	<u>SIGNS</u>	<u>INSPECTIONS</u>	<u>COMPLAINTS</u>	<u>WRITTEN WARNINGS</u>
OCTOBER 2023	112	156	189	21	220
NOVEMBER 2023	96	90	87	19	48
DECEMBER 2023	107	85	89	16	62
JANUARY 2024	156	127	207	24	183
FEBRUARY 2024	161	199	150	28	122
MARCH 2024	142	206	185	27	188
APRIL 2024	156	200	227	19	206
MAY 2024	132	198	233	17	136
JUNE 2024	158	168	255	27	88
JULY 2024	147	415	266	18	160
AUGUST 2024	199	293	348	10	74
SEPTEMBER 2024					



Department Report

MEETING DATE: September 16, 2024
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 August 1 through August 31, 2024.

- Continued to review and update SOP's (Standard Operating Procedures) for all Finance positions.
 - Continued to work on efficiencies to better serve our internal and external customers
 - General Operations
 - Continued Budget FY25 prep.
 - Release of Solid Waste liens was presented to Council and submitted to PBC Clerk.
 - Records destruction – 66 boxes.
 - Grants
 - Began construction on Gladiator Lake, (HMGP Gladiator Lake 2018 grant).
-
-



Department Report

MEETING DATE: September 16, 2024

FROM: Brian Fuller, Fire Chief

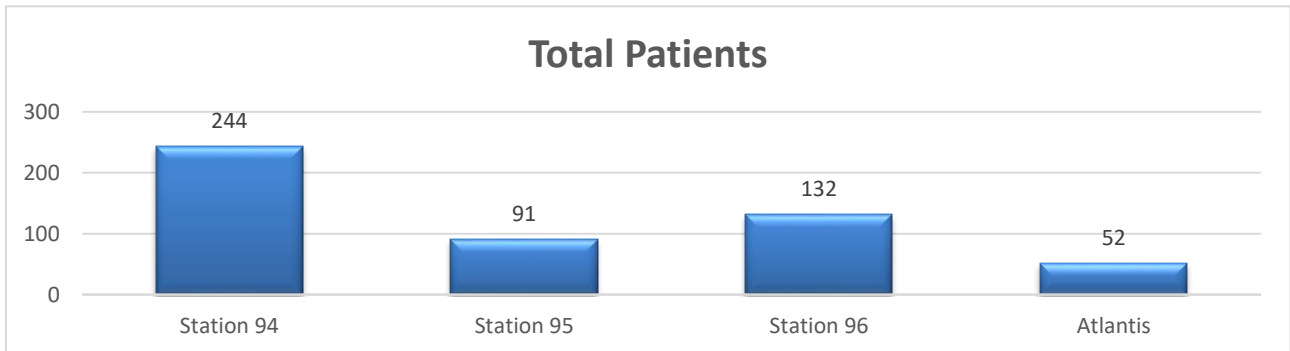
SUBJECT: Fire Rescue August

FR CALLS

CALLS	MONTHLY TOTALS
Total Alarms dispatched in August	715
Average alarms per day	20.43
Total calls this fiscal year	7,075

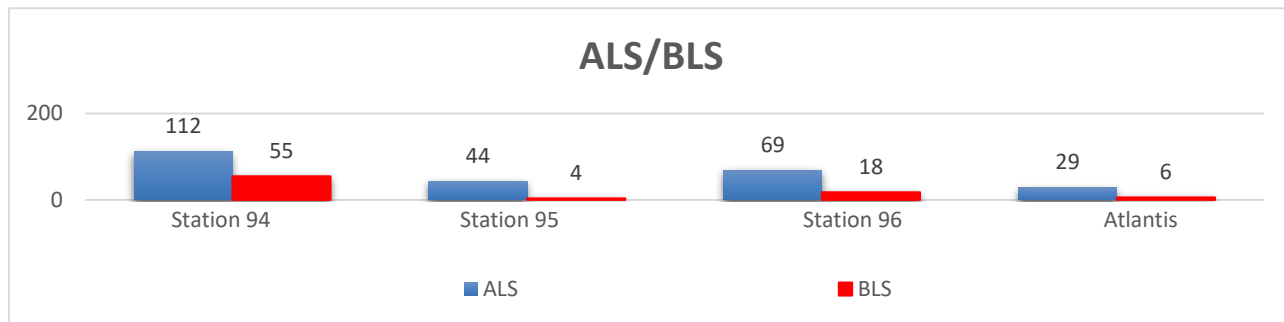
In August 2024, 467 patients were treated for Emergency Medical related services. Of those patients, 58 were in the City of Atlantis. These requests vary from a single unit responding to help an individual who has fallen to the floor, to a cardiac arrest necessitating multiple units, along with a mix of personnel, advanced skills and equipment.

Service Calls, Cancels, and Public Assists totaled 111. The requests include, but are not limited to, persons locked out of home, water evacuation, animal problem, police assist, defective elevator, and canceled due to wrong address.



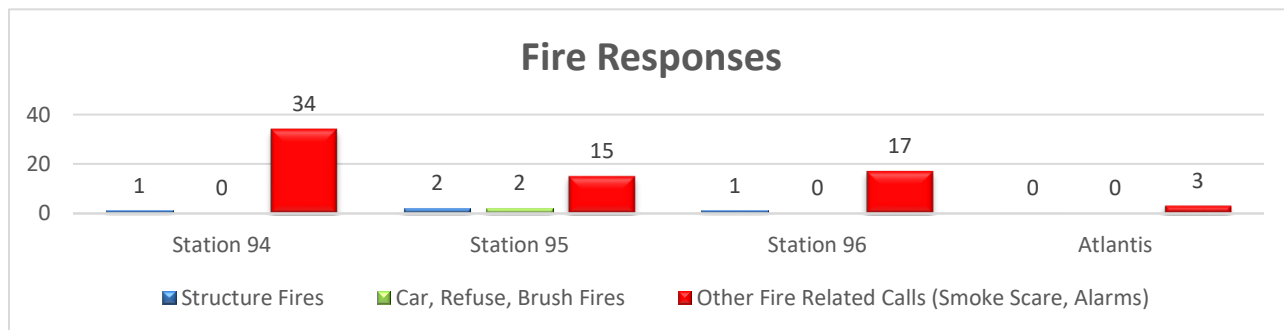
ALS/BLS

Fire Rescue transported 302 patients to a hospital or 65% of the patients we were called to treat. The majority of those (225) 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.

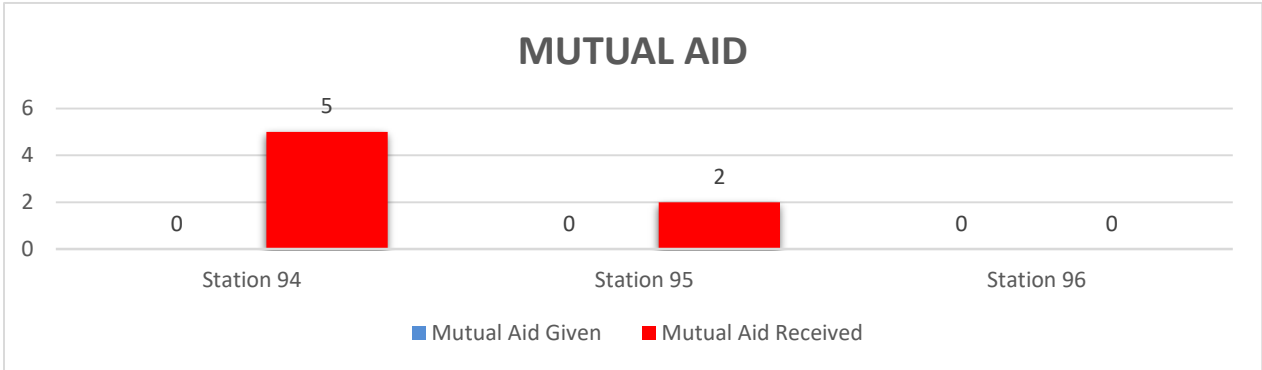


FIRE RESPONSES

Fire Rescue responded to 66 calls for a fire or smoke related emergency. There were two (2) requiring an escalated response to a car, brush, or refuse fire; four (4) were in a residential or commercial structure.



MUTUAL AID

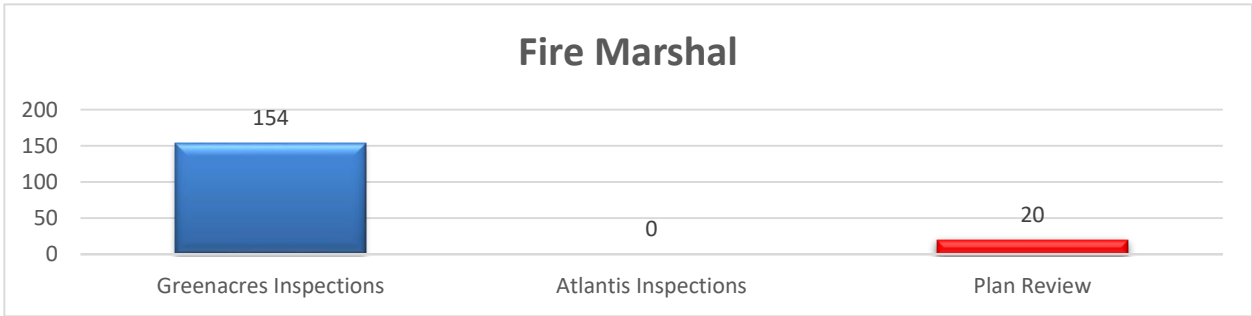


Mutual aid is the sending or receiving of emergency resources (apparatus, personnel) to or from another entity or agency upon request. No community has sufficient resources to handle every emergency of all sizes. Therefore, neighboring agencies work together through a system called Mutual Aid. That system 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	188
Plans Review	46
Dollar Loss due to fire	\$1,000



SPECIAL SERVICES

Blood Pressure Screenings	0
Presentations, Station Tours/Attendees	3/91
Persons Trained in CPR	0

Number	Created At	State	Title
2690	8/1/2024 14:40	Resolved	Laserfiche
2693	8/1/2024 16:34	Resolved	Phone messages
2694	8/2/2024 8:05	Resolved	Laptop for training
2695	8/2/2024 9:55	Resolved	LAPTOP 8/22/2024
2698	8/2/2024 15:32	Closed	Request - Employee Separation
2699	8/2/2024 16:09	Resolved	access to collections ems and not read only to access
2704	8/5/2024 11:35	Awaiting In	Business Tax Receipt / NW Problems
2705	8/5/2024 14:59	Resolved	Was there a recent update in NWS?
2708	8/6/2024 11:32	Resolved	Laptop Battery
2709	8/6/2024 14:14	Resolved	Executime - Workflow
2710	8/6/2024 15:08	Awaiting In	Council Chambers
2711	8/7/2024 7:53	Awaiting In	Ordering Monitor for Angie
2712	8/7/2024 11:00	Resolved	Intranet Access
2713	8/7/2024 11:22	Resolved	New Desk Installation - FYI
2716	8/7/2024 15:35	Resolved	Applications for Illustrator and Photoshop for Linda Mia Franc
2719	8/9/2024 15:29	Resolved	Unable to process a project journal, required to select Journa
2720	8/12/2024 8:50	Resolved	laserfiche
2721	8/12/2024 9:20	Resolved	New World Issues
2724	8/12/2024 10:52	Resolved	Computer Login
2725	8/12/2024 11:07	Closed	Having trouble looking up vendor in New World
2726	8/12/2024 16:35	Resolved	Document Recovery Request
2727	8/12/2024 16:44	Resolved	Standing Desk
2728	8/13/2024 11:09	Resolved	Request - Modify User Permissions
2730	8/13/2024 13:53	Resolved	Replace printer toner
2732	8/13/2024 17:02	Resolved	Request - New Hire Onboarding
2733	8/14/2024 13:30	Resolved	Executime Kiosk
2734	8/14/2024 16:10	Resolved	Screen pop-up
2735	8/15/2024 7:22	Resolved	Creative Cloud and Inventory List
2736	8/15/2024 9:36	Resolved	Left Monitor is pixelating.
2737	8/15/2024 14:12	Resolved	Request - Loaner Laptop
2738	8/16/2024 10:13	Resolved	Word File-Track Changes
2742	8/19/2024 9:12	Awaiting In	Request - Modify User Permissions
2745	8/19/2024 9:48	Awaiting In	Request - Modify User Permissions
2746	8/19/2024 13:19	Resolved	Access to Ticket Dashboard
2753	8/21/2024 7:11	Resolved	Phone change and reset for VM
2754	8/21/2024 8:26	Resolved	Laptop Rental
2755	8/21/2024 9:09	On Hold	4 - Laptops for 9/12/2024
2756	8/21/2024 9:45	Resolved	FW: Your ticket is in good hands - T20240821.0543
2757	8/21/2024 11:30	Resolved	Request - New Hire Onboarding
2758	8/21/2024 11:56	Resolved	Printer in Mechanic shop won't print from laptop
2761	8/21/2024 13:35	Awaiting In	Employee Retiring
2762	8/21/2024 14:43	Resolved	Modem under desk
2765	8/21/2024 15:00	Closed	Old iPads
2766	8/21/2024 16:11	Resolved	YP Door schedule
2767	8/21/2024 16:13	Resolved	YP Volunteers
2768	8/22/2024 8:09	Resolved	New Sim Card iPhone

2769	8/22/2024 10:54	Awaiting In	Request - New Hire Onboarding
2770	8/23/2024 10:17	Resolved	Request - Employee Separation
2771	8/23/2024 10:26	Resolved	FW: CRS Access to Citizen Requests
2772	8/23/2024 11:11	Resolved	Unblock uploading a file
2775	8/26/2024 8:13	Resolved	Inger's Battery Backup
2778	8/26/2024 11:30	Resolved	Outlook is Glitching?
2779	8/26/2024 13:55	Resolved	Greenacres Website Employee Login
2780	8/26/2024 16:19	On Hold	School Board Firewall Configuration Request
2783	8/27/2024 9:13	Resolved	Spare Laptop Needed
2784	8/27/2024 10:32	Awaiting In	Business analytics reports not working
2785	8/27/2024 15:43	Resolved	Computer Setup - Council Meetings
2786	8/28/2024 7:10	Resolved	HDMI Cable
2787	8/28/2024 14:12	Awaiting In	YP Cameras
2788	8/29/2024 11:39	Resolved	ExecuTime clock in ability
2789	8/29/2024 12:22	Resolved	laserfiche access
2790	8/29/2024 17:10	Resolved	Please add permit type "Right of Way"
2791	8/30/2024 11:27	Closed	David SYSTEM
2808	8/30/2024 15:40	Resolved	standing desk
2809	8/30/2024 16:09	Resolved	email for grants
2810	8/30/2024 16:22	Awaiting In	ExecuTime programming for new employee

Category	Subcategory	Assignee Name
Applications	Laserfiche	Gregory Osorio
Permissions/Access		Gregory Osorio
Hardware	Laptop	Gregory Osorio
Hardware	Laptop	Gregory Osorio
User Account Management	Terminate employment	Gregory Osorio
Applications	Microsoft Office	Gregory Osorio
Applications	New World ERP	Kress Estime
Applications	New World ERP	Jean Jean-Baptiste
Broken/Not Working		Kress Estime
Applications	New World ERP	Yves Rosena
Hardware	Network equipment	Gregory Osorio
Hardware	Desktop	Georges Bayard
Applications	Intranet Web site	Yves Rosena
Hardware		Gregory Osorio
Applications		Yves Rosena
Applications	New World ERP	Kress Estime
Networking		Gregory Osorio
Applications	New World ERP	Kress Estime
Permissions/Access		Gregory Osorio
Applications		Helpdesk
Applications		Gregory Osorio
Hardware	Desktop	Gregory Osorio
Applications		Kress Estime
Hardware	Printer	Yves Rosena
User Account Management	New Hire	Gregory Osorio
Broken/Not Working		Yves Rosena
		Gregory Osorio
Applications		Yves Rosena
Hardware	Desktop	Jean Jean-Baptiste
Hardware	Laptop	Gregory Osorio
Applications	Microsoft Office	Gregory Osorio
Applications		Gregory Osorio
Applications		Gregory Osorio
User Account Management		Jean Jean-Baptiste
Applications		Kress Estime
Hardware	Laptop	Gregory Osorio
Hardware	Laptop	Gregory Osorio
		Jean Jean-Baptiste
User Account Management	New Hire	Gregory Osorio
Applications		Jean Jean-Baptiste
User Account Management		Yves Rosena
Hardware	Network equipment	Gregory Osorio
Hardware		Kress Estime
Applications		Kress Estime
Permissions/Access		Gregory Osorio
Hardware		Kress Estime

User Account Management	New Hire	Gregory Osorio
User Account Management	Terminate employment	Gregory Osorio
		Jean Jean-Baptiste
Permissions/Access		Gregory Osorio
Hardware	Desktop	Gregory Osorio
Applications	Email	Gregory Osorio
Permissions/Access	City public website	Gregory Osorio
Networking		Jean Jean-Baptiste
Hardware		Gregory Osorio
Applications	New World ERP	Kress Estime
Hardware	Desktop	Gregory Osorio
Hardware	Peripherals	Kress Estime
Broken/Not Working		Yves Rosena
Applications		Yves Rosena
Applications		Gregory Osorio
Permissions/Access	New World ERP	Kress Estime
Networking		Kress Estime
Hardware	Desktop	Gregory Osorio
Applications	Email	Kress Estime
Applications		Yves Rosena

Requester	Department
Carlos Cedeno <CCedeno@greenacresfl.gov>	Public Works
Susan Benton <sbenton@greenacresfl.gov>	DNS / Planning
Yvens Marc <YMarc@greenacresfl.gov>	Administration / Human Resources
Pavielle Clemons <pclemons@greenacresfl.gov>	Administration / Human Resources
Adam Mohammed <AMohammed@greenacresfl.gov>	Youth Programs
Teri Beiriger <TBeiriger@greenacresfl.gov>	Finance
Cheryl McMacken <CMcMack@greenacresfl.gov>	Development & Neighborhood Services
Donna McDaniel <DMcDaniel@greenacresfl.gov>	Finance
Peter Wallwork <PWallwork@greenacresfl.gov>	Fire Rescue
Alecia Dawkins <adawkins@greenacresfl.gov>	Finance
Pavielle Clemons <pclemons@greenacresfl.gov>	Administration / Human Resources
Evelyn Bach <EBach@greenacresfl.gov>	DNS / Director
rkandel@greenacresfl.gov	Administration / Human Resources
Donna McDaniel <DMcDaniel@greenacresfl.gov>	Finance
Evelyn Bach <EBach@greenacresfl.gov>	DNS / Director
Cathy Ly <CLy@greenacresfl.gov>	Finance
Margarita Blythe <MBlythe@greenacresfl.gov>	Finance
Inger Christensen <IChristensen@greenacresfl.gov>	Fire Rescue
Benjamin Dexter <BDexter@greenacresfl.gov>	Youth Programs
Margarita Blythe <MBlythe@greenacresfl.gov>	Finance
Michele Thompson <MThompson@greenacresfl.gov>	Community & Recreation Services
Pavielle Clemons <pclemons@greenacresfl.gov>	Administration / Human Resources
Kasturi Rodriguez <KRodriguez@greenacresfl.gov>	Administration / City Clerk
Leean Garza <lgarza@greenacresfl.gov>	Administration / City Clerk
Jean Francois <JFrancois@greenacresfl.gov>	Community & Recreation Services
Adam Mohammed <AMohammed@greenacresfl.gov>	Youth Programs
Ada De Los Rios <ADelosrios@greenacresfl.gov>	Finance
Evelyn Bach <EBach@greenacresfl.gov>	DNS / Director
Phillip Konz <PKonz@greenacresfl.gov>	Fire Rescue
Brittany Martino <BMartino@greenacresfl.gov>	Administration / City Clerk
Yvens Marc <YMarc@greenacresfl.gov>	Administration / Human Resources
Inger Christensen <IChristensen@greenacresfl.gov>	Fire Rescue
Inger Christensen <IChristensen@greenacresfl.gov>	Fire Rescue
Austin Lee <ALee@greenacresfl.gov>	Administration / Communications
Aileen Hernandez <AHernandez@greenacresfl.gov>	Public Works
Yvens Marc <YMarc@greenacresfl.gov>	Administration / Human Resources
Pavielle Clemons <pclemons@greenacresfl.gov>	Administration / Human Resources
Jean Jean-Baptiste <jjean-baptiste@greenacresfl.gov>	Information Technology
Adam Mohammed <AMohammed@greenacresfl.gov>	Youth Programs
Jayson Tomassetti <JTomassetti@greenacresfl.gov>	Public Works
Evelyn Bach <EBach@greenacresfl.gov>	DNS / Director
Leean Garza <lgarza@greenacresfl.gov>	Administration / City Clerk
Phillip Konz <PKonz@greenacresfl.gov>	Fire Rescue
Adam Mohammed <AMohammed@greenacresfl.gov>	Youth Programs
Adam Mohammed <AMohammed@greenacresfl.gov>	Youth Programs
Monica Powery <MPowery@greenacresfl.gov>	Purchasing

Mark Jakubek <MJakubek@greenacresfl.gov>	Fire Rescue
Adam Mohammed <AMohammed@greenacresfl.gov>	Youth Programs
Jean Jean-Baptiste <jjean-baptiste@greenacresfl.gov>	Information Technology
Sasha Burrell <sburrell@greenacresfl.gov>	Purchasing
Brian Fuller <BFuller@greenacresfl.gov>	Fire Rescue
Donna McDaniel <DMcDaniel@greenacresfl.gov>	Finance
Millie Rivera <mrivera@greenacresfl.gov>	DNS / Planning
Michele Thompson <MThompson@greenacresfl.gov>	Community & Recreation Services
Sherreth Stewart <SStewart@greenacresfl.gov>	Administration / Human Resources
Todd Taylor <TTaylor@greenacresfl.gov>	Finance
Selene Tapia <STapia@greenacresfl.gov>	Administration / City Clerk
Phillip Konz <PKonz@greenacresfl.gov>	Fire Rescue
Adam Mohammed <AMohammed@greenacresfl.gov>	Youth Programs
Michele Thompson <MThompson@greenacresfl.gov>	Community & Recreation Services
Xavier Morales <xmorales@greenacresfl.gov>	DNS / Code Enforcement
Cathy Ly <CLy@greenacresfl.gov>	Finance
Jade Robinson <jrobinson@greenacresfl.gov>	DNS / Code Enforcement
Donna McDaniel <DMcDaniel@greenacresfl.gov>	Finance
Teri Beiriger <TBeiriger@greenacresfl.gov>	Finance
Michele Thompson <MThompson@greenacresfl.gov>	Community & Recreation Services

Administration / City Manager	0
Administration / City Clerk	5
Administration / Communications	1
Administration / Econ Dev	0
Administration / Human Resources	9
Development & Neighborhood Services	1
DNS / Building	0
DNS / Code Enforcement	2
DNS / Director	4
DNS / Planning	2

Administration	15
Community & Recreation Services	5
Development & Neighborhood Services	9
Finance	13
Fire Rescue	9
Information Technology	2
IT	0
Public Works	3
Purchasing	2
Youth Programs	8
Total	66

1113

36

1149

88,003.62
90203.71 2200.091
43.3672 90,203.71



Department Report

MEETING DATE: September 16, 2024

FROM: Georges Bayard, Director, Information Technology

SUBJECT: Department of Information Technology – August 2024 Activity Report

DEPARTMENT HIGHLIGHTS

The following report provides the highlights of activity within the Information Technology Department for the reporting period from August 1 - August 31, 2024.

1. The paperless Personnel Action Request (PAR) form in New World ERP is now in testing for all departments.
2. Developing a paperless requisition and purchase order process between New World ERP and Laserfiche.
3. Developing new, consolidated IT Service Desk ticket templates, to reduce the number of available items for users to choose from. This will help provide more complete information for IT staff to work on any given issue, while simplifying the request process for the users.
4. The weekly scans of the City's network by the Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA) Cyber Hygiene program have found no vulnerabilities that could be exploited by malicious actors via the Internet. See report below.
5. As an added security feature, we implemented Proofpoint's URL Isolation for any links in email messages for key City personnel with access to sensitive information, i.e. department heads, managers, Mayor and City Council, IT, HR, Finance. This results in any links clicked in email messages opening in an isolated browser window, to prevent any potential malicious activity. Clicking on an "Exit" button after verifying that the site is legitimate provides full functionality.
6. Monthly KnowBe4 simulated phishing test results:
 - a. **August:** Links clicked: 5; attachments opened: 1; QR codes scanned: 0. Phish-prone users (vulnerable to phishing attacks): 3.31% (slightly down from 3.35% during the previous month's campaign).

Despite the slight increase in risky behavior in response to simulated phishing tests this past month, the overall online behavior of City personnel remains more cautious than the average KnowBe4 customer. Users who take actions they shouldn't continue to be assigned remedial training to reinforce secure handling of emails. Use of Artificial Intelligence (AI) in current real phishing campaigns significantly increases the effectiveness of attackers' messaging. We will continue to adjust our phishing campaigns and training content accordingly to encourage constant good cyber hygiene.

SERVICE DESK REQUESTS

August 2024

DEPARTMENT	CURRENT PERIOD	FY 2024 YTD	FY 2024 BUDGET
Administration	15	131	-
Community & Recreation Services	5	84	-
Development & Neighborhood Svcs.	9	163	-
Finance	13	97	-
Fire Rescue	9	73	-
Information Technology	2	27	-
Public Works	3	39	-
Purchasing	2	25	-
Youth Programs	8	40	-
Total Service Desk Requests	66	679	600

2024-08-27



CISA
CYBER+INFRASTRUCTURE

CYBER HYGIENE

REPORT CARD

City of Greenacres



0
Hosts with unsupported software



0
Potentially Risky Open Services



0%
No Change in Vulnerable Hosts

HIGH LEVEL FINDINGS

LATEST SCANS

July 31, 2024 – August 28, 2024
Completed host scan on all assets

No vulnerability scans yet
Last vulnerability scan on all hosts

ASSETS OWNED

32
No Change

HOSTS

0
No Change

VULNERABLE HOSTS

0
No Change
0% of hosts vulnerable

ASSETS SCANNED

32
No Change
100% of assets scanned

SERVICES

0
No Change

VULNERABILITIES

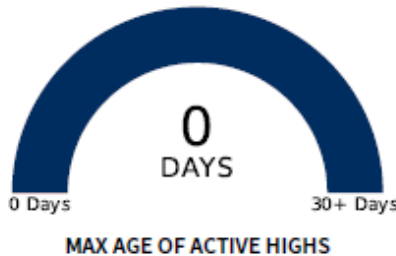
0
No Change

VULNERABILITIES

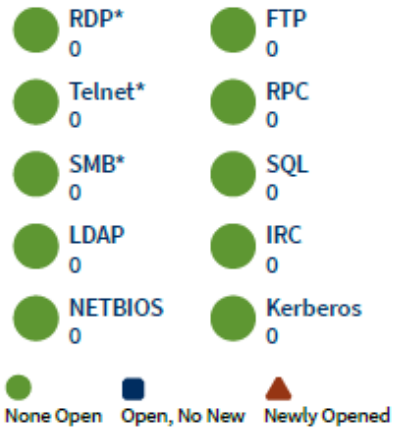
SEVERITY BY PROMINENCE



VULNERABILITY RESPONSE TIME



POTENTIALLY RISKY OPEN SERVICES



Service counts are best guesses and may not be 100% accurate. Details can be found in "potentially-risky-services.csv" in Appendix G.

* Denotes the possibility of a network management interface.



Department Report

MEETING DATE: September 16, 2024

FROM: Captain Tristram Moore, PBSO District 16

SUBJECT: PBSO District 16 Report – August 2024

CAD CALLS

CAD CALLS	MONTHLY TOTALS
Business / Residence Checks (Self-Initiated)	2,140
Traffic Stops (Self-Initiated)	734
Calls for Service	2,098
All CAD Calls - Total	4,972
Total Calls for Service – FY 2024 (October 2023 – September 2024)	48,150

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 4,972 generated calls within the District and 58% of these calls were self-initiated.

TRAFFIC ACTIVITY

DISTRICT 16 PERSONNEL	
Total Citations	Total Warnings
359	408

Data Source: TraCS – CAU

PBSO MOTORS UNIT	
Total Citations	Total Warnings
227	179

Data Source: TraCS – Traffic Unit

COMMUNITY POLICING EVENTS

- 08/01/24: Meeting with Little Smiles and Good Greek Moving & Storage in reference to upcoming PBSO District 16 Mentorship Program
- 08/02/24: Assisted PBSO District 3 Community Policing with their Back to School Bash
- 08/02/24: Dropped off backpacks for children at Colonial Mobile Home Park
- 08/06/24: Backpack pick-up from PBSO Special Events
- 08/06/24: Backpack Give-Away at Pickwick Mobile Home Park
- 08/06/24: Backpack Give-Away at Colonial Mobile Home Park
- 08/06/24: Backpack Give-Away at Chelsea Commons Apartment Complex
- 08/06/24: Backpack Give-Away for children at Paul's Motel
- 08/13/24: Popsicle with A Cop Event at Liberty Park Elementary & Greenacres Elementary
- 08/14/24: Food Distribution at Pickwick Mobile Home Park
- 08/22/24: Active Shooter Drill Observation & Review at Montessori Academy
- 08/23/24: Assisted elderly female with getting her home's window fixed
- 08/23/24: Assisted elderly female with getting to her doctor's appointment
- 08/23/24: Meeting with Liberty Park Elementary & Home Depot in reference to upcoming Trunk or Treat Event
- 08/27/24: Meet and Greet with the School Principals in Greenacres
- 08/28/24: Trunk or Treat Planning Meeting at the Greenacres Community Center
- 08/29/24: Okeehelie Meet & Greet for Mentorship Program

STREET CRIMES UNIT

- The District 16 Street Crimes Unit conducted a traffic stop conducting hand to hand drug sale. Probable cause to search the vehicle was established. The driver was found in possession of crack cocaine and Fentanyl pills for sale and was charged accordingly.
- The District 16 Street Crimes Unit conducted a traffic stop conducting hand to hand drug sale. Probable cause to search the vehicle was established. The passenger was found in possession of crack cocaine, Fentanyl pills, and paraphernalia and was charged accordingly.
- The District 16 Street Crimes Unit had probable cause to arrest a suspect for vehicle burglaries (including a BSO Deputies vehicle), fraud, and the theft of a firearm in the Greenacres area. The suspect was located and apprehended in the city while in possession of the stolen firearm. The suspect was charged accordingly. Multiple grand theft auto and burglary cases cleared in District 16 and District 1.

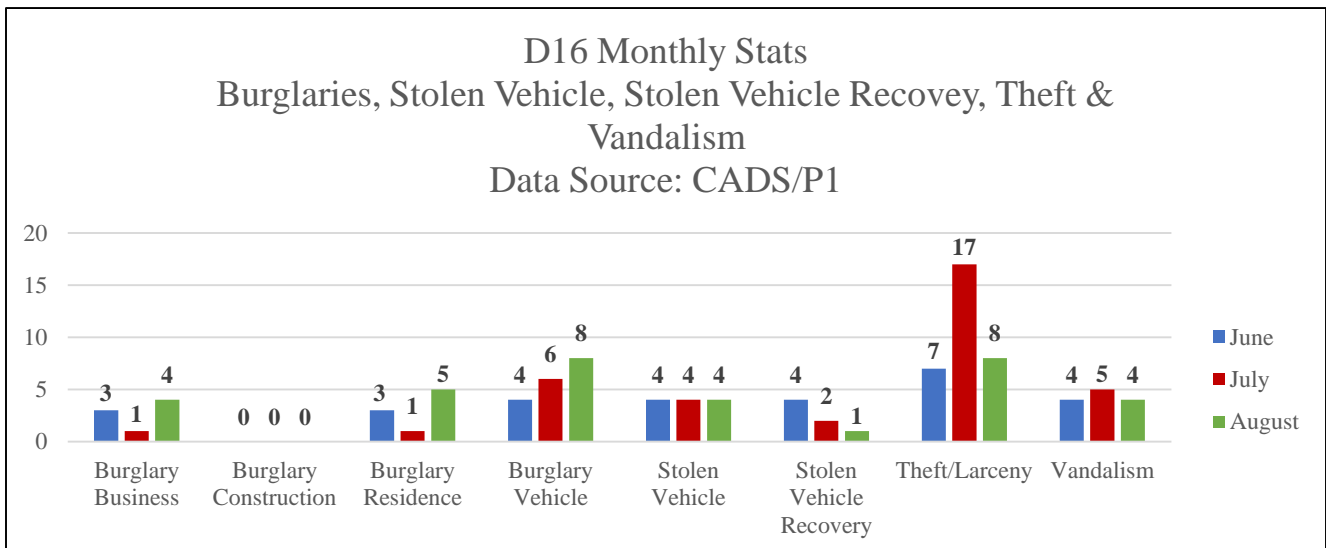
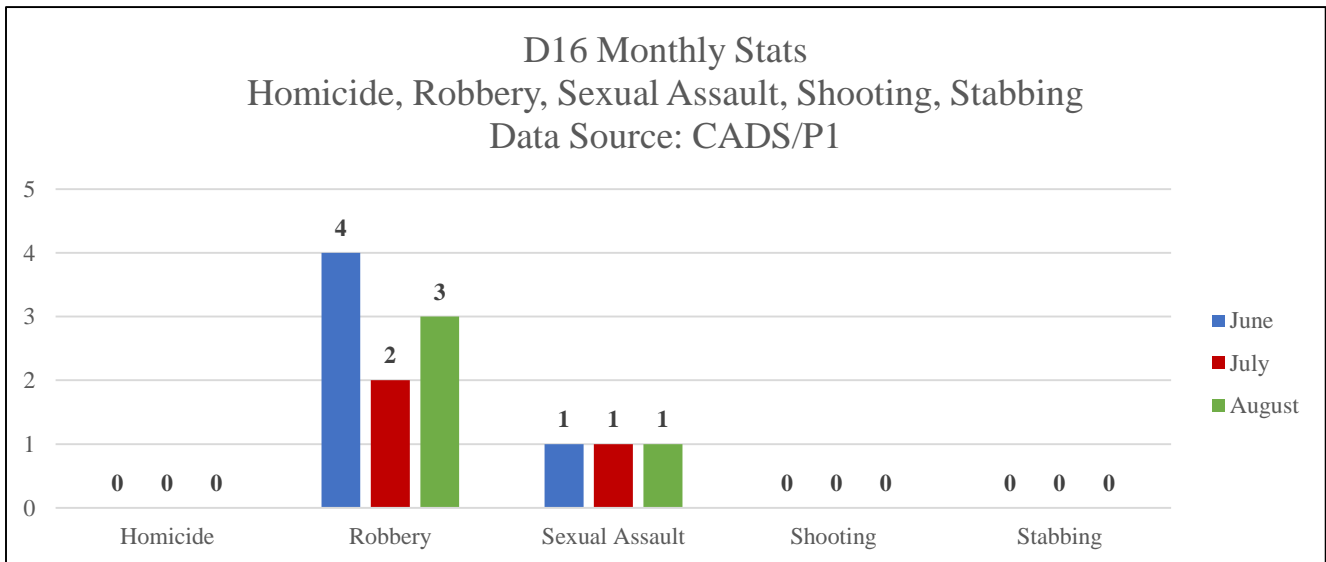
PROPERTY DETECTIVES

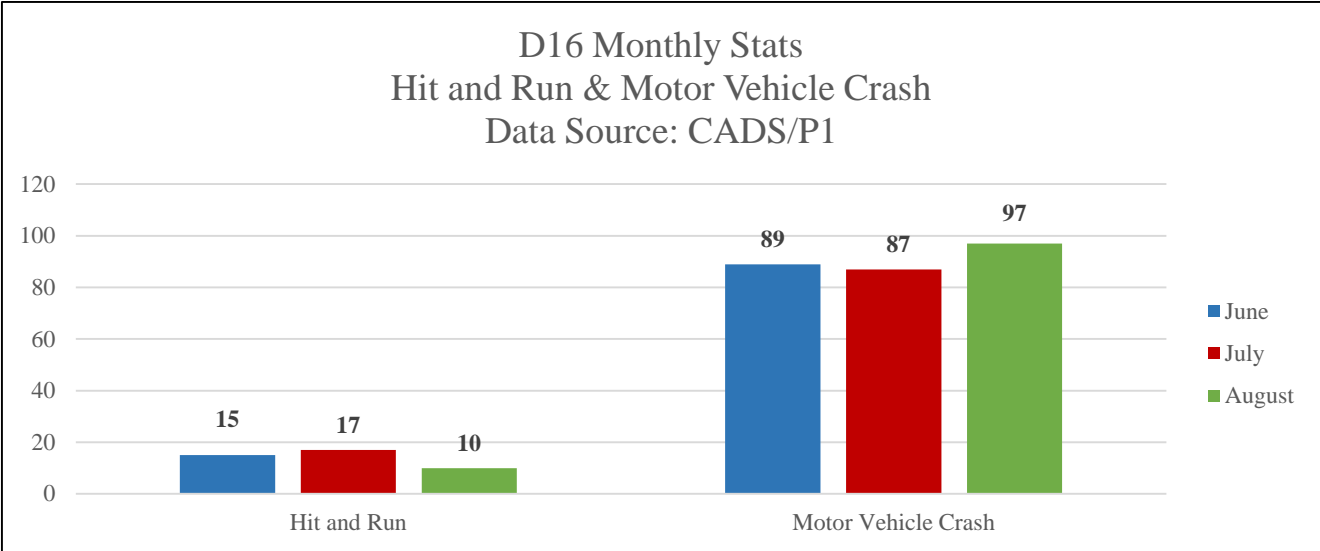
- Two vehicle burglaries occurred in the city. During one burglary, credit cards and a firearm were stolen. The other burglary was to a marked BSO vehicle. A suspect was developed from the fraudulent transactions that occurred with the stolen credit cards. A residential search warrant was obtained and the suspect was arrested. Several pieces of evidence including the stolen firearm were recovered. These cases were cleared by arrest.

- A victim's electric bike was stolen from a bike rack. The suspect was identified, apprehended, and provided a full Post Miranda confession. This case was cleared by arrest.
- A suspect was identified as the suspect in two different shoplifting incidents that occurred at a city business. The suspect was arrested.

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.





TOP ACCIDENT LOCATIONS FOR AUGUST 2024 – CASE NUMBER INCIDENTS

LOCATION	CASE NUMBER COUNT
Lake Worth Road / S Jog Road	10
Lake Worth Road / S Military Trail	9
Constitution Way / S Jog Road	6
S Jog Road / Cresthaven Boulevard	5
S Jog Road / Forest Hill Boulevard	5
Lake Worth Road / S Haverhill Road	4



Department Report

MEETING DATE: September 16, 2024

FROM: Carlos Cedeño, Public Works Director

SUBJECT: Public Works Department Report

DEPARTMENT HIGHLIGHTS

Listed below is a brief summary of the activities undertaken by the Public Works Department during the period of August 1, 2024 through August 31, 2024.

1. ADMINISTRATION:

- Staff coordinated the trimming and cleaning up of vegetation around the Municipal Complex in preparation of four (4) fitness stations to be placed along the walking path.
- Staff coordinated Departmental team building workshop and team building event.
- Staff attended *Conflict Resolution* Workshop hosted by the CRS Department.
- Staff attended the Purchasing Southeast Florida Chapter Summer Conference.

2. ROADS AND DRAINAGE MAINTENANCE

- Preparations were made to the 10th Avenue N Medians for installation of St. Augustine and Perennial Peanut sod.
- Inspections were conducted and repairs were made to the irrigation systems on 10th Avenue North medians.
- Staff coordinated the replacement of traffic loops with Palm Beach County Traffic Division on Constitution Way due to milling and repaving.
- Staff participated in Department team building and *Conflict Resolution* workshops.

3. VEHICLE MAINTENANCE

- Staff conducted monthly bus inspections.
- Final preparations were conducted for the new Fire Rescue truck for service at Station.
- Staff participated in Department team building and *Conflict Resolution* workshops.

4. BUILDING SERVICES

- Staff coordinated the replacement of a 4-ton A/C unit for the 500 Perry Ave building
- Staff coordinated the replacement of HVAC unit compressors at the Community Center and at Fire Rescue 94.
- Staff participated in Department team building and *Conflict Resolution* workshops.

5. PARKS MAINTENANCE

- Staff coordinated the installation of irrigation system rust inhibitors at Palm Beach County Health Department's WIC building, Community Center and at Fire Rescue Station 94 complex.
 - Staff participated in Department team building and *Conflict Resolution* workshops.
-



Department Report

MEETING DATE: September 16, 2024

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 August 1 through August 31.

- a. 24-013 WIC Center Restroom Renovations – This bid was advertised on May 19, 2024 and opened on June 25, 2024 with six (6) bids received. City staff has evaluated the proposal and recommends award to Khan Builders, Inc. as the lowest responsive and responsible bidder. To go before Council for approval at the meeting to be held on September 16, 2024. To be awarded as a Fiscal Year 2025 project.
- b. 24-021 Progressive Design/Build- Emergency Operations Center – This RFQ was advertised on May 29, 2024 and closed on July 1, 2024 with eight (8) proposals received. The Selection Committee met on July 25, 2024, to review, discuss and shortlist the proposals received. The Selection Committee shortlisted three (3) proposers. On August 6, 2024, the Selection Committee conducted site visits of EOCs completed by each proposer. On August 8, 2024, the Selection Committee met for presentations and the final evaluation. The Selection Committee recommends award to Kaufman Lynn Construction, Inc. Currently under review by the Purchasing Department.
- c. 24-022 Fire Burglar Alarm & Sprinkler Systems – This bid was advertised on August 25, 2024 and opens on September 25, 2024.
- d. Solicitations In Progress – Furniture for New Youth Programs Building; Technology for New Youth Programs Building; and Continuing Professional Engineering Services.
- e. NIGP FORUM – Purchasing Director and Senior Buyer attended the NIGP Forum Conference & Trade Show held in Charlotte, North Carolina. Purchasing attended various courses on best practices, procurement methods, laws, construction, and ethics. The conference was an excellent opportunity for networking, which allowed for an exchange in knowledge and experiences with other professionals in governmental purchasing. Additionally, the trade show offered a chance to expand the City's vendor base and gain insights into new products and services available in the market.

DEPARTMENT ACTIVITY

ACTIVITY	CURRENT PERIOD	FY 2024 YTD
Purchase Orders Issued	47	741
Purchase Order Amounts	\$ 3,442,699.57	\$ 41,259,763.00
Solicitations Issued	1	20
Solicitations in Progress	3	-
Central Store Requests	4	36
Contracts Managed	78	78
Purchasing Card Purchases	314	3,362
Purchasing Card Transactions	\$ 54,391.68	\$ 555,862.47
No. of Training Sessions Conducted	0	7
Towing Revenue	\$0.00*	\$ 34,036.00

*The City has not yet received the revenue for August 2024.



Youth Programs Department Monthly Report

MEETING DATE: September 16, 2024

FROM: Jowie Mohammed, Director of Youth Programs

SUBJECT: August 2024 Department Report

PROGRAMMING

- Provided two (2) days of Summer Camp programming from 7:30a.m. - 5:30p.m.
- After-school for the 2024-2025 school year started on August 12th, 2024. Youth Programs provides transportation from the following schools:
 - Elementary: Greenacres, Liberty Park, and Heritage.
 - Middle: L.C. Swain and Okeeheelee.
 - High: John I Leonard (on rainy days).
- Fourteen (14) days of after-school provided.
- One (1) non-school day; full day of programming from 7:30a.m. - 5:30p.m.

PERFORMANCE MEASUREMENTS

PERFORMANCE MEASUREMENT	AVERAGE THIS PERIOD	FY 2023 TO DATE	FY 2023 BUDGET
# of Participants	69	110	150
# of Participants in Sierra Club ICO	0	10	25
# of Licenses Coordinated	0	1	1
# of MOU's Coordinated	0	2	6
# of Part.'s in Teen Advisory Council (TAC)	0	5	7
# of Part.'s in TOP Program	0	40	15
# of Part.'s in Garden Club	0	19	20
# of Presidential Volunteer Service Hours	604	6,852	9,000

FINANCIAL INFORMATION

GRANTS COORDINATED	AVERAGE THIS PERIOD	FY 2023 TO DATE	FY 2023 BUDGET
Early Learning Coalition	\$19,374.97	\$124,176.63	\$316,817
Parent & Registration Fees	\$10,474.40	\$115,238.83	\$185,419
Youth Services Department SEL Grant	0.00	\$53,904.80	\$77,000
Textile Funds	0.00	\$5,455.00	\$18,000
Florida Blue	0.00	\$6,000.00	0.00

C.A.R.E.S REPORT

- The CARES Program kicked off the school year on August 12th. Enrollment throughout the month was consistent and we anticipate increasing enrollment due to the demand in the community and the successful hiring of multiple new staff at various positions throughout YP.
- The CARES Program was able to wrap another successful Summer Camp on August 2nd. This year we were able to increase our enrollment due to our successful hiring of new employees which allowed us to enroll many new campers this year. We received positive feedback from all families, including new families who even inquired about signing up for next year's camp now.

TEEN PROGRAMS REPORT

- Monday, August 12th, was the beginning of the first day of the new school year, and we had over 25 high school and 20 middle school participants enrolled in the Teen program.
- Teens started their 2024-2025 Teen Outreach Program on Wednesday August 28th. Wyman's evidence-based Teen Outreach Program® (TOP®) is a positive youth development program designed to build teens' educational success, life and leadership skills, and healthy behaviors and relationships. As a result, teens are better able to navigate challenges during their teenage years – a time when decisions matter. Core components to achieve outcomes and impact include:
 - High-quality facilitation by caring, responsive and knowledgeable TOP staff, who build strong, supportive relationships with teens, and create engaging and empowering "TOP Club" experiences.
 - At least 25 weekly peer group meetings
 - At least 12 lessons of TOP curriculum provided by facilitators, who tailor the content to the teens' needs and interests
 - At least 20 hours of meaningful community service learning, which includes planning, action and reflection.
- Teens in our program are participating in this year's Outrun Hunger 5K to raise money for Feeding South Florida. This organization, Feeding South Florida supports families facing hunger daily. The Teens in our teen program are working hard to raise money to support these families in need. \$1 = 4 meals for families, the impact of your gift is transformative, as we activate innovative services to provide food to families struggling to put food on the table. The teens exceeded their goal to raise \$300 for the organization.