



# CITY COUNCIL MEETING

## City of Greenacres, Florida

Monday, October 21, 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

#### SPECIAL BUSINESS

1. **Presentation:** City Government Week, October 21-27, 2024. - Jowie Mohammed, Director of Youth Programs.

#### CONSENT AGENDA

2. **Official City Council Meeting Minutes:** City Council Meeting Minutes, October 7, 2024. - Quintella Moorer, City Clerk.
3. **Resolution 2024-58:** Authorizing the submittal of the FY 2024 Justice Assistance Grant (JAG) Program application to the US Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, and authorizing the City Manager to sign all grant documents and accept award of the Grant, and authorizing the City Manager with signature authority responsible for implementing equipment and technology to be used for Law Enforcement Programs; and providing for effective date. - Teri Lea Beiriger, Director of Finance.
4. **Resolution 2024-60:** Satisfying certain liens imposed against residential property, pursuant to Section 15-31, City of Greenacres Code. - Teri Beiriger, Director of Finance.
5. **Resolution 2024-62:** Authorizing the Intergovernmental Agreement with the South Central Planning and Development Commission to license the use of, and services and support for MyGovernmentOnline software; and authorize the appropriate City Officials to execute the Intergovernmental Agreement. - Georges Bayard, Information Technology Director.

- 6. Appointments of Education Advisory Committee Members:** Appointing Laurie Kuntz and Melissa Valdes Rodriguez to serve three (3) and one (1) year terms. -Andrea McCue, City Manager.
- 7. Ratification approval for the Public Safety Officers/Firefighters Retirement Board of Trustees.** - Ratification of Brian Brady to serve another four-year term. - Andrea McCue, City Manager.

## REGULAR AGENDA

- 8. PUBLIC HEARING: Ordinance 2024-27: Second Reading:** Amending Chapter 10, Personnel, Article 4, 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 Florida Municipal Pension Trust Fund Defined Benefit Plan and Trust Adoption Agreement to extend the Deferred Retirement Option Program to eight years for all members; 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.
- 9. Resolution 2024-55:** Authorizing the Interlocal Florida Department of Transportation (FDOT) funded Grant Agreement FM# 450652-1 Chickasaw Road Expansion Project of fiscal year 2024-2025; and providing for an effective date. - Carlos Cedeno, Director of Public Works.
- 10. Resolution 2024-61:** Supporting the procurement and oversight of consultants for the development of a Countywide Transportation Plan; supporting the formation of a Technical Advisory Committee for the same; and providing for an effective date. - Andrea McCue, City Manager.

## DISCUSSION ITEM - None.

## COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

## CITY MANAGER'S REPORT

- 11.** Community Recreation Services Report.
- 12.** Development and Neighborhood Services Report.
- 13.** Finance Report.
- 14.** Fire Rescue Report.
- 15.** Information Technology Report
- 16.** Palm Beach Sheriff's Office, District 16 Report.
- 17.** Public Works Report.
- 18.** Purchasing Report.

## CITY ATTORNEY'S REPORT

## MAYOR AND CITY COUNCIL REPORT

## ADJOURNMENT

**Future City Council Meetings**

November 4, 2024.

November 18, 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](mailto: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 Moorer 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.



**CITY COUNCIL MEETING**  
**City of Greenacres, Florida**  
Monday, October 07, 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 Moorer, City Clerk

**CALL TO ORDER AND ROLL CALL**

Mayor Shaw called the meeting to order at 6PM. City Clerk Moorer called the Roll. Deputy Mayor Dugo was absent. All other Councilmembers were present.

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL**

Motion made by Councilmember Tharp, Seconded by Councilmember Bousquet to approve the agenda with the removal of Agenda Items 7 and 12.  
Voting Yea: Councilmember Noble, Councilmember Tharp, Councilmember Diaz, and Councilmember Bousquet.

**COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY**

None.

**SPECIAL BUSINESS**

- 1. Proclamation:** Breast Cancer Awareness Month, October 2024 - Liliana Herrera, Morse Life Health Systems.  
Councilmember Diaz read the proclamation by title.  
Ms. Herrera thanked the Council and the City for their recognition.  
Photos were taken.
- 2. Proclamation:** Fire Prevention Week, October 6 - 12, 2024. - Chief Brian Fuller, Fire Rescue.  
Councilmember Bousquet read the proclamation by title.

Peter Tyler Willwork, Assistant Fire Marshal, thanked the Council and the City for the recognition and recommended all residents change their smoke detector batteries annually.

Photos were taken.

- 3. Proclamation:** National Community Planning Month, October 2024 - Denise Malone, Director of DNS and Staff.

Councilmember Tharp read the proclamation by title.

Ms. Malone introduced her team and thanked them for their hard work in the community.

Photos were taken.

Mayor Shaw surprised Councilmember Diaz with a Certificate of Achievement for the 2024 Hispanic Heritage Leadership Award.

### CONSENT AGENDA

- 4. Official City Council Meeting Minutes:** City Council Budget Hearing Meeting, September 16, 2024. - Quintella Moorer, City Clerk.
- 5. Resolution 2024-48:** Approve and adopt the 2024 revised Palm Beach County Local Mitigation Strategy Plan; providing for the pursuit of funding and implementation; providing for support of the Local Mitigation Strategy Process; providing for transmittal to Palm Beach County; and providing for an effective date. - Carlos Cedeno, Director of Public Works.
- 6. Resolution 2024-49:** Approving the termination agreement with Tyler Technologies, Inc., for the Energov (EPL) Agreement; authorizing the same be executed and for other purposes; and providing for an effective date. - Christy Goddeau, City Attorney.
- 7. Resolution 2024-57:** Approving the Maintenance Service Agreement between the City of Greenacres and WSA Systems Boca LLC to monitor, inspect and provide maintenance to the City's fire/burglar alarm and fire sprinkler systems; authorizing the appropriate City Officials to execute the agreement; providing for an effective date. - Monica Powery, Director of Purchasing.

Motion made by Councilmember Diaz, Seconded by Councilmember Tharp to approve the Consent Agenda.

Voting Yea: Councilmember Noble, Councilmember Tharp, Councilmember Diaz, and Councilmember Bousquet.

### REGULAR AGENDA

- 8. PUBLIC HEARING: Ordinance 2024-22: Second 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 to the south from a Residential Medium Density (RS-RM) and Commercial (CM) Future Land Use designations to a Residential High Density (RS-RH) Future Land Use designation 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. - Gianni Gallier, Senior Planner.

Ms. Moorer read the ordinance by title.

Mr. Gallier stated no changes had been made since the First Reading.

Staff recommended approval.

Motion made by Councilmember Bousquet, Seconded by Councilmember Diaz to approve Ordinance 2024-22 on Second Reading.

Voting Yea: Councilmember Noble, Councilmember Tharp, Councilmember Diaz, and Councilmember Bousquet.

- 9. PUBLIC HEARING: Ordinance 2024-23: Second Reading:** Approving an official zoning map amendment for two parcels of land totaling approximately 6.56 acres, located at 6240 Dodd Road and adjacent vacant parcel to the south from Residential Medium-2 (RM-2) (7 units per acre) and Commercial General (CG) zoning districts to a Residential High (RH) zoning district, 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. - Gianni Gallier, Senior Planner.

Ms. Moorer read the ordinance by title.

Mr. Gallier stated no changes had occurred since the First reading.

Staff recommended approval.

Motion made by Councilmember Diaz, Seconded by Councilmember Bousquet to approve Ordinance 2024-23 on Second Reading.

Voting Yea: Councilmember Noble, Councilmember Tharp, Councilmember Diaz, and Councilmember Bousquet.

- 10. PUBLIC HEARING: Ordinance 2024-26: Second 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.

Ms. Moorer read the ordinance by title.

Ms. McCue provided some history on the retirement plan. No changes had occurred since the First Reading.

Staff recommended approval.

Motion made by Councilmember Tharp, Seconded by Councilmember Bousquet to approve Ordinance 2024-26 on Second Reading.

Voting Yea: Councilmember Noble, Councilmember Tharp, Councilmember Diaz, and

Councilmember Bousquet.

**11. Ordinance 2024-27: First Reading:** Amending Chapter 10, Personnel, Article 4, 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 Florida Municipal Pension Trust Fund Defined Benefit Plan and Trust Adoption Agreement to extend the Deferred Retirement Option Program to eight years for all members; 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.

Ms. Moorer read the ordinance by title.

Ms. McCue stated the City was proposing extending the Drop Plan to a maximum of eight years. There would be no impact on the plan.

Staff recommended approval on First reading.

Mayor Shaw disclosed he served as a Pension Board member prior to serving on the Council.

Motion made by Councilmember Diaz, Seconded by Councilmember Tharp to approve Ordinance 2024-27 on First Reading.

Voting Yea: Councilmember Noble, Councilmember Tharp, Councilmember Diaz, and Councilmember Bousquet.

**12. Resolution 2024-56:** Approving the agreement between the City of Greenacres and Kaufman Lynn Construction, Inc. for the new ground up, Category 5 hurricane- resistant facility to house the City's Emergency Operations Center (EOC) and full-time Operations Staff located directly adjacent to the east side of the current Public Works site at 5750 Melaleuca Lane, Greenacres, Florida 33463; authorizing the appropriate City Officials to execute the agreement; providing for effective date. - Monica Powery, Director of Purchasing.

Item removed.

**DISCUSSION ITEM**

13. Read for the record. - Mayor Chuck Shaw.

Mayor Shaw and Councilmember Diaz encouraged everyone to volunteer to read during the Read for the Record Event, on October 24.

**COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

None.

**CITY MANAGER'S REPORT**

Ms. McCue mentioned information on Hurricane Milton would be on the City's website. She recommended the City enter into a Declaration of Emergency.

Ms. McCue mentioned her involvement in the League's Legislative Policy Committee.

**CITY ATTORNEY'S REPORT**



No report.

**MAYOR AND CITY COUNCIL REPORT**

Councilmember Diaz: stated she served on the League's Code Enforcement and Economic Development Policy Committee.

She advised residents to stay safe.

Councilmember Noble: reminded residents to vote.

Councilmember Tharp: Make sure to vote! He thanked Community Recreation Services for another great event with the Senior Research Fair. Paws With A Cause was another great event.

Mayor Shaw: reminded everyone to remain safe on the roads.

**ADJOURNMENT**

6:32PM.

\_\_\_\_\_  
**Chuck Shaw**  
Mayor

\_\_\_\_\_  
**Quintella Moorer, MMC**  
City Clerk

**Date Approved:** \_\_\_\_\_





## ITEM SUMMARY

**MEETING DATE:** September 21, 2024

**FROM:** Teri Lea Beiriger, Director of Finance

**SUBJECT:** Resolution No. 2024-58  
Justice Assistance (JAG) Grant 2024 Application Submittal

### BACKGROUND

The Justice Assistance Grant (JAG) Program provides funding to state and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system. Under the Memorial Edward Byrne Justice Assistance Grant Program, the City of Greenacres was allocated an amount of \$10,182, and in order to receive the allocation the City needs to apply in compliance with the grant requirements.

### ANALYSIS

Resolution No. 2024-58 authorizes the submittal of the FY 2024 JAG application and authorizes the appropriate City Officials to sign the grant documents and administer the grant. The grant does not require a City match of funds. The grant requires the following administrative steps be taken to obtain funding:

- Grant application must be made available to review by the governing body of the unit of local government not fewer than 30 days before the application is submitted to the Bureau of Justice Assistance.
- Provide assurance that the public had an opportunity to comment on the proposed grant.
- All grant applications must be submitted through JustGrants.

The FY2025 funds totaling \$10,182 will be used to procure security cameras.

### FINANCIAL INFORMATION

The grant is 100% funded in the amount of \$10,182. The project is included in the FY2025 Budget.

### LEGAL

The resolution has been prepared in accordance with the City Code requirements.

### STAFF RECOMMENDATION

Approval of Resolution 2024-58 authorizing the submittal of the JAG application.

**RESOLUTION NO. 2024-58**

**A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING THE SUBMITTAL OF THE FY2024 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS, BUREAU OF JUSTICE ASSISTANCE; AUTHORIZING THE CITY MANAGER TO SIGN ALL REQUIRED GRANT DOCUMENTATION AND ACCEPT AWARD OF THE GRANT; AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTION OTHERWISE NECESSARY TO IMPLEMENT THE GRANT AND SECURE EQUIPMENT AND TECHNOLOGY TO BE USED FOR LAW ENFORCEMENT PROGRAMS; AND PROVIDING FOR EFFECTIVE DATE.**

**WHEREAS**, the Department of Justice Appropriations Authorization Act (Public Law 109-162), authorizes the Attorney General to make funds available to units of local government under the Justice Assistance Grant (JAG) Program for purposes of reducing crime and improving Public Safety; and

**WHEREAS**, the Bureau of Justice Assistance has allotted a proposed allocation for the City of Greenacres in the amount of \$10,182.00 to cover one hundred (100%) percent of the cost to procure security cameras; and

**WHEREAS**, the City of Greenacres will hold a Public Hearing on October 21, 2024 to consider the use of such funds; and

**WHEREAS**, public notice was duly posted at City Hall to inform the public of the Public Hearing to consider the purpose for which this Justice Assistance Grant is sought; and,

**WHEREAS**, the City Council has determined that the approval of this Resolution is in the best interests of the City and public safety and serves a valid public purpose.

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

**Resolution No. 2024-58 | JAG camera application**

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**SECTION 1.** The City Council hereby authorizes the submittal of the 2024 Justice Assistance Grant Camera Project application and authorizes the City Manager to sign all grant documentation and accept the award of the Grant.

**SECTION 2.** The City Council hereby authorizes the City Manager with signature authority responsible for implementing the grant and securing law enforcement equipment.

**SECTION 3.** The City Council hereby approves the use of the grant funds for the cost of the law enforcement equipment once received.

**SECTION 4.** This Resolution shall become effective upon adoption.

**RESOLVED AND ADOPTED this 21st day of August 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:** October 21, 2024

**FROM:** Teri Lea Beiriger, Finance Director, Department of Finance

**SUBJECT:** Resolution No. 2024-60 Release of Liens for Solid Waste Collection

### BACKGROUND

Section 15-30, City of Greenacres Code, provides for the imposition of liens upon residential properties for the non-payment of City solid waste bills. Section 15-32, City of Greenacres Code, provides for release of the liens when accounts are paid in full.

### ANALYSIS

Two (2) liens on one (1) solid waste account totaling \$335.05 have been paid in full. The attached Resolution No. 2024-60 releases those two (2) liens on one (1) solid waste account.

### FINANCIAL INFORMATION

Liens amounting to \$335.05 have been paid in full and are proposed for release.

### LEGAL

The resolution has been prepared in accordance with all applicable City regulations.

### STAFF RECOMMENDATION

Approval of Resolution No. 2024-60.

**RESOLUTION NO. 2024-60****A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, SATISFYING CERTAIN LIENS IMPOSED AGAINST RESIDENTIAL PROPERTY, PURSUANT TO SECTION 15-31, CITY OF GREENACRES CODE.**

**WHEREAS**, the City Council of Greenacres, Florida, adopted Resolutions contained in the list, attached hereto as Exhibit "A", imposing liens upon certain residential properties for the owners' failure to pay for the collection and disposal of garbage, recyclable materials and vegetative waste as required by Section 15-26, City of Greenacres Code; and

**WHEREAS**, the owners of the residential properties contained in Exhibit "A", have brought their accounts current for the payment of the debts and charges for the collection and disposal of garbage, recyclable materials and vegetative waste, plus applicable interest, and administrative fees.

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

**SECTION 1.** Under the terms of Section 15-32, City of Greenacres Code, residential properties contained in the list supplied by the Finance Department of Greenacres, Florida, attached to this Resolution as Exhibit "A", have satisfied their imposed liens as recorded with the Clerk of the Circuit Court in and for Palm Beach County, Florida, in Official Records Book.

**SECTION 2.** This Resolution shall be recorded in the Public Records of Palm Beach County, Florida, and shall have the effect of releasing said liens against those residential properties contained in the list attached hereto as Exhibit "A" only.

**RESOLVED AND ADOPTED on this 21st of day of October 2024.**

*Voted:*

\_\_\_\_\_  
**Chuck Shaw, Mayor**

\_\_\_\_\_  
**Judith Dugo, Deputy Mayor**

**Attest:**

\_\_\_\_\_  
**Quintella Moorer, City Clerk**

*Voted:*

\_\_\_\_\_  
**John Tharp, Council Member, District I**

*Voted:*

\_\_\_\_\_  
**Peter A. 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:** October 21st, 2024

**FROM:** Georges Bayard, Director, Information Technology Department

**SUBJECT:** Resolution 2024-62 MyGovernmentOnline Software License

### BACKGROUND

The South Central Planning and Development Commission (“SCPDC”) is a regional planning commission and Political Subdivision of the State of Louisiana, domiciled in Terrebonne Parish. The district was established in 1973 and created by law in 1978 under state act 472. The statute allows its member governmental entities to collaborate through SCPDC to provide long range planning, act as a state and federal liaison, provide guidance and study current issues affecting government, and provide services to business and citizens.

SCPDC has created a unique suite of government management software modules collectively called MyGovernmentOnline (“MGO”) software, which the City of Greenacres (“the City”) seeks to utilize for the daily operations of the Department of Development & Neighborhood Services.

### ANALYSIS

To obtain the software license, the attached Agreement between The South Central Planning and Development Commission (“SCPDC”), and the City of Greenacres needs to be approved by the Council. The agreement will become effective upon signing.

### FINANCIAL INFORMATION

The City has agreed to the 2001 - 4000 Permit Volume pricing package to be billed at \$1,833.33 monthly or \$21,999.96 annually. These funds have been budgeted in the FY 2025 budget.

### LEGAL

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

### STAFF RECOMMENDATION

Approval of the MyGovernmentOnline Software License agreement through the adoption of Resolution 2024-62.

**RESOLUTION NO. 2024-62**

**A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA AUTHORIZING THE INTERGOVERNMENTAL AGREEMENT WITH THE SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION TO LICENSE THE USE OF, AND SERVICES AND SUPPORT FOR MYGOVERNMENTONLINE SOFTWARE; AND AUTHORIZE THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE INTERGOVERNMENTAL AGREEMENT.**

**WHEREAS**, The South Central Planning and Development Commission (“SCPDC”) is a regional planning commission and Political Subdivision of the State of Louisiana, domiciled in Terrebonne Parish. The district was established in 1973 and created by law in 1978 under state act 472. The statute allows its member governmental entities to collaborate through SCPDC to provide long range planning, act as a state and federal liaison, provide guidance and study current issues affecting government, and provide services to business and citizens, and

**WHEREAS**, SCPDC has created a unique suite of government management software modules collectively called MyGovernmentOnline (“MGO”) software, and

**WHEREAS**, the City of Greenacres (“the City”) seeks to utilize the MGO software modules for the daily operations of the Department of Development & Neighborhood Services, and

**WHEREAS**, the City of Greenacres and the SCPDC wish to enter into this intergovernmental agreement, and

**WHEREAS**, the City Council finds that this Resolution serves the best interest and welfare of the residents of the City.

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

**Section 1.** The City Council authorizes the appropriate City Officials to execute the Agreement.

**Section 3.** This resolution shall be effective upon its adoption.

**RESOLVED AND ADOPTED this 21<sup>st</sup> of October, 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:** October 21, 2024  
**FROM:** Andrea McCue, City Manager  
**SUBJECT:** Education Advisory Committee – Laurie Kuntz and Melissa Valdes Rodriguez

### BACKGROUND

The City's Education Advisory Committee was established through Resolution 2023-31. The Education Advisory Committee promotes and provides public awareness for education accomplishments of students, educators, and all schools located within the City. The Education Advisory Committee has nine (9) regular members appointed and approved by the City Council. The membership is comprised of one (1) councilmember to serve as liaison, one (1) student from John I. Leonard to serve as liaison, one (1) middle school student from the City's Youth Program to serve as liaison and the City's Community Services Coordinator will serve as the Committee Coordinator. Five (5) regular members will serve a three (3) year term and four (4) regular members will serve two (2) year terms.

### ANALYSIS

There are currently two (2) applications. Laurie Kuntz is a retired English teacher who also worked as an Associate Professor at the University level and worked with immigrant and refugee students teaching ESL. Melissa Valdes Rodriguez is a high school student at John I. Leonard and serves as the student body president.

### FINANCIAL INFORMATION

N/A

### LEGAL

The appointment procedure is in compliance with City Codes.

### STAFF RECOMMENDATION

Staff recommends appointing Laurie Kuntz for a three (3) year term and Melissa Valdes Rodriguez to serve a one (1) year term to serve as board members of the Education Advisory Committee.



### CITY OF GREENACRES BOARD AND COMMITTEE SERVICE APPLICATION

NAME: Melissa Valdes Rodriguez PHONE: 5613348591

ADDRESS: 713 Sunny Pine Way Apt G2

CITY, STATE & ZIP: Greenacres, FL 33415

EMAIL ADDRESS: valdes.melissa15@gmail.com

EMPLOYER NAME: Pandora OCCUPATION: customer Service Lead

Please provide a description of your education and experience as it relates to the board(s) on which you wish to serve and describe your interest for serving. (You may attach a copy of your resume.)

I attend John I. Leonard High School where I am the Student Body President. I lead various activities/events on and off campus. For example, I with the assistance of my student government team recently hosted the schools homecoming spirit week, homecoming parade, and homecoming dance. These are some of the biggest events that take place at John I. I oversaw each event meaning I delegated tasks, checked in periodically with my team, and assisted wherever I was needed. With my leadership, knowledge, and creativity that I gained as a Student Body President, I would like to challenge myself to a new position on your board, and I know I would serve as a great asset to your team!

Do you currently hold any City office?  Yes  No

Do you own a business within the City?  Yes  No If yes, which one? \_\_\_\_\_

#### On which Board or Committee are you interested in serving?

- Board of Trustees – PSO & Firefighters Retirement
- Charter Review Committee
- Education Advisory Committee
- Building Board of Adjustments & Appeals
- Planning and Zoning Board of Appeals/Local Planning Agency

Applicant Signature: Melissa Date: 10/2/24

Nominated By: Dr. Jesús Armas



# CITY OF GREENACRES

BOARDS & COMMITTEES

Greenacres has several volunteer boards that provide an invaluable service to the operations of the City. Residents interested in serving their community through volunteer service are encouraged to complete a City Board Application.

**Building Board of Adjustments & Appeals:** A seven (7) member quasi-judicial board with two (2) alternates; hears appeals concerning the Chief Building Official’s interpretations of technical building codes of the City; meets on an “as needed” basis.

**Charter Review Committee:** A nine (9) member board made of six (6) Council appointed members, one (1) local 2928 IAFF representative, and one (1) local business owner. The Committee meets on an "as needed" basis to review the City Charter and propose amendments for Council's approval.

**Planning and Zoning Board of Appeals/Local Planning Agency:** A five (5) member Advisory Board with two (2) alternates to hear, consider, and make recommendations relating to applications for annexations, zoning, site and development plans and special exceptions; meets monthly. Must be a Greenacres resident, except to obtain members with technical and professional expertise from Palm Beach County.

**Retirement Plan Board of Trustees for Public Safety Officers/Firefighters:** A five (5) member Board of Trustees: two (2) members appointed by City Council; two (2) members elected by the employees of Fire Rescue and former Public Safety Officers; and one (1) member selected by the four (4) members of the Board of Trustees. The Board oversees the Retirement Plan for the City's former officers and firefighters; meets on a quarterly basis.

**Education Advisory Committee:** A nine (9) member committee; initially five (5) members appointed for a 3-year period; four (4) members appointed for a 2 year period; one (1) Councilmember shall serve as liaison but shall have no voting power. The Committee serves to promote and provide public awareness for programs, opportunities, and initiatives of public, private and charter schools, to also recognize and promote the accomplishments of students, educators, and all schools located within the City; and to monitor school activities and report on those impacting the City as needed.

**Mayor Flores and the City Council encourage residents to participate in their local government process. For additional information regarding City boards please contact the City Clerk at (561) 642-2006.**





### CITY OF GREENACRES BOARD AND COMMITTEE SERVICE APPLICATION

NAME: Laurie Kuntz PHONE: 561 570 0928133

ADDRESS: 133 Egret Circle

CITY, STATE & ZIP: Greenacres , Fl. 33413

EMAIL ADDRESS: harp888@gmail.com

EMPLOYER NAME: retired OCCUPATION: retired teacher

Please provide a description of your education and experience as it relates to the board(s) on which you wish to serve and describe your interest for serving. (You may attach a copy of your resume.)

I am a retired English teacher with over 40 years of experience.

I worked as an Associate Professor at the university level as well as a high school English teacher, teaching AP level classes.

I have also worked with immigrant/refugee students teaching ESL

Do you currently hold any City office?  Yes  No

Do you own a business within the City?  Yes  No If yes, which one? \_\_\_\_\_

**On which Board or Committee are you interested in serving?**

- Board of Trustees – PSO & Firefighters Retirement
- Charter Review Committee
- Education Advisory Committee
- Building Board of Adjustments & Appeals
- Planning and Zoning Board of Appeals/Local Planning Agency

Applicant Signature: \_\_\_\_\_ Date: oct 3 2024

Nominated By: laurie kuntz electronic signature





**ITEM SUMMARY**

**MEETING DATE:** October 21, 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 expired on October 8, 2024. Mr. Brady has expressed his interest in serving another four (4) year term on the BOT. Mr. Brady was unopposed.

**FINANCIAL INFORMATION**

N/A

**LEGAL**

N/A

**STAFF RECOMMENDATION**

Staff recommends reappointing Mr. Brian Brady.



**ITEM SUMMARY**

**MEETING DATE:** October 21, 2024  
**FROM:** Andrea McCue, City Manager, Administration  
**SUBJECT:** Ordinance 2024-27 – DROP Extension to Eight Years for Police and Fire

**BACKGROUND**

The City established a Retirement Plan and Trust on January 1, 1996. The Adoption Agreement authorizes the City Council to amend the Plan and Trust Agreement. Currently the Retirement Plan permits members to elect to participate in a Deferred Retirement Option Program (DROP) for a maximum period of five (5) years.

**ANALYSIS**

The City is looking to extend the DROP participation from the prior maximum of five (5) years to the maximum of eight (8) years.  
There have been no changes to the Ordinance since first reading.  
As required, the City did receive an actuarial impact statement from the Plan Administrator.

**FINANCIAL INFORMATION**

The City’s actuary has advised that extending the DROP period will have no cost impact on the Pension Plan. The police officers are no longer employed by the City so there would be no impact on City payroll. Higher payroll costs may be expected for firefighters as the firefighters have the option to stay longer. The cost would be negligible.

**LEGAL**

The City’s Pension Attorney has prepared the Ordinance and supporting documents which are legally sufficient and in compliance with applicable laws.

**STAFF RECOMMENDATION**

Staff is recommending approval of Ordinance 2024-27 on first reading.

**ORDINANCE NO. 2024-27**

**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, SECTION 10-148 ENTITLED “PUBLIC SAFETY OFFICERS AND FIREFIGHTERS RETIREMENT PLAN AND TRUST”; AMENDING THE FLORIDA MUNICIPAL PENSION TRUST FUND DEFINED BENEFIT PLAN AND TRUST ADOPTION AGREEMENT AT SECTION M(1)(a)(iii) TO EXTEND THE DEFERRED RETIREMENT OPTION PROGRAM FROM FIVE TO EIGHT YEARS FOR ALL MEMBERS; 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/sworn law enforcement officers and firefighters of the City on January 1, 1996 (“Retirement Plan”), which included as Exhibit “B-3”, the Florida Municipal Pension Trust Fund Defined Benefit Plan and Trust Adoption Agreement with attachments and as previously amended (“Adoption Agreement”); and

**WHEREAS**, the City Council is authorized to amend the Retirement Plan, in whole or in part, either retroactively or prospectively, by delivering to the Board of Trustees of the Retirement Plan a written amendment to the same; and

**WHEREAS**, the Adoption Agreement permits members to elect to participate in a Deferred Retirement Option Program (“DROP”) for a maximum period of five (5) years; and

**WHEREAS**, the City desires to amend the Retirement Plan by amending the Adoption Agreement to extend the maximum DROP period to eight (8) years; and

**WHEREAS**, in order to implement this amendment to the Retirement Plan, the City must adopt this Ordinance amending the documents referred to in Section 10-148 of the City Code; and,

**Ordinance No. 2024-27 | Amendment to Extend Deferred Retirement Option Program (DROP) to Eight Years for Firefighters and Police**  
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**WHEREAS**, the City Council for the City of Greenacres, Florida, hereby determines that the adoption of this Ordinance serves a valid public purpose.

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

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

**Section 2.** 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 (words ~~stricken~~ are deletions; words underlined are additions):

**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 1<sup>st</sup> 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 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, and Amendment to

**Ordinance No. 2024-27 | Amendment to Extend Deferred Retirement Option Program (DROP) to Eight Years for Firefighters and Police**

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DROP – attachment 3), 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.** The “Amendment to DROP – attachment 3” added by Section 1 above is attached hereto and incorporated herein and specifically amends section (M)(1)(a)(iii) of the Adoption Agreement to extend the maximum DROP participation period from five (5) years to eight (8) years.

**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. Inclusion in Code**

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

**Section 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

**Ordinance No. 2024-27 | Amendment to Extend Deferred Retirement Option Program (DROP) to Eight Years for Firefighters and Police**

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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 upon adoption.

**Passed on the first reading this 7th day of October, 2024.**

**PASSED AND ADOPTED on the second reading this 21st day of October, 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:*

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

**Approved as to Form and Legal Sufficiency:**

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**Glen J. Torcivia**, City Attorney



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**Attachment - 3**

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**FLORIDA MUNICIPAL PENSION TRUST FUND  
DEFINED BENEFIT PLAN AND TRUST  
ADOPTION AGREEMENT**

The undersigned Employer adopts the Florida Municipal Pension Trust Fund Defined Benefit Plan and Trust for those Employees who shall qualify as Participants hereunder, to be known as the Retirement Plan and Trust for the

**Firefighters and Public Safety Officers of the City of Greenacres**

It shall be effective as of the date specified below. The Employer hereby selects the following Plan specifications:

**EMPLOYER INFORMATION**

<b>Employer:</b>	<u>City of Greenacres</u>
<b>Contact Name and Title:</b>	<u>Andrea McCue, City Manager</u>
<b>Address:</b>	<u>5800 Melaleuca Lane</u> <u>Greenacres, FL 33463</u>
<b>Telephone:</b>	<u>(561) 642-2017</u>
<b>Fax:</b>	<u>(561) 642-2037</u>
<b>E-Mail:</b>	<u>amccue@greenacres.fl.gov</u>

**NAME AND ADDRESS OF TRUSTEE:**

Florida Municipal Pension Trust Fund  
301 S. Bronough St., Suite 300  
P.O. Box 1757  
Tallahassee, FL 32302-1757  
Tel: (850)222-9684 Fax: (850)222-3806

**LOCATION OF EMPLOYER'S PRINCIPAL OFFICE:**

The Employer is located in the State of Florida and this Trust shall be enforced and construed under the laws of the State of Florida.

**EMPLOYER FISCAL YEAR:**

Twelve months commencing on October 1st and ending on September 30th.

**A. PLAN INFORMATION**

This Adoption Agreement shall establish a Plan and Trust with the following provisions:

**A1) Effective Date:**

Effective Date: January 1, 1996

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**A2) Plan Year (12 consecutive month period):**  
Beginning October 1 and Ending September 30

**A3) Plan Anniversary Date (Annual Valuation Date):**  
October 1

**A4) Name of Plan Administrator:**  
Florida League of Cities, Inc.  
301 S. Bronough St.  
Post Office Box 1757  
Tallahassee, Florida 32302-1757  
Tel: (850) 222-9684 Fax: (850) 222-3806

**A5) Florida Municipal Pension Trust Fund I.D. Number:**  
59-2961075

**A6) Florida Municipal Pension Trust Funds' Agent for Legal Process:**  
Florida League of Cities, Inc.  
301 South Bronough St., P.O. Box 1757  
Tallahassee, FL 32302-1757  
Tel: (850) 222-9684 Fax: (850) 222-3806

**B. PLAN**  
This plan represents the Public Safety Officers and Firefighters of the City of Greenacres.

**C. Eligibility**  
All Public Safety Officers and Firefighters hired on or after the effective date of the plan are eligible to participate in the plan immediately when hired.

**One time election:**  
Firefighters and Public Safety Officers in the City of Greenacres "General Employees" Defined Contribution Plan as of the effective date of Ordinance No. 2008-13 will have a one (1) time option to become members of the Plan. Employees wishing to become members must make an irrevocable written election to join the Plan. Members must submit an enrollment form to the Board of Trustees within ninety (90) days of the effective date of this Amendment. Members electing to join the Plan will have the ability to purchase, utilize and transfer their existing 401 Contribution assets in the City General Employee Defined Contribution Plan to the Plan, all of their previous credited employment service time with the City of Greenacres, provided such employment service was in a position covered by the Plan. Purchase of this past employment service will be at the full actuarial cost of such services and shall not increase the contribution rate of the Plan.

**D. SALARY**

**A. Firefighter**  
Means the fixed monthly remuneration paid a Firefighter; where, as in the case of a Volunteer Firefighter, remuneration is based on actual services rendered, salary shall be the total cash remuneration received yearly for such services, prorated on a monthly basis. The remuneration paid a Firefighter by the employer for a plan excludes overtime payments greater than 300 hours per calendar year, Bonuses, Lump Sum Payments for Accrued Annual Leave and Sick Leave, Annual Shoe Allowance, and Longevity Payments.

**B. Public Safety Officer**  
Means the total cash remuneration paid to a Public Safety Officer for services rendered, excluding overtime payments greater than 300 hours per calendar year, Lump Sum Payments for Accrued Annual

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Leave and Sick Leave, and any payments for extra duty or special detail work performed on behalf of a second party employer.

**E. CREDITED SERVICE**

Shall mean the total number of years and fractional parts of years of service as a Participant during which the Participant made required contributions to the Plan, omitting intervening years or fractional parts of years when such Participant is not employed by the Employer.

**F. AVERAGE FINAL COMPENSATION**

Shall mean one-twelfth (1/12) of the average annual compensation of the five (5) best years of the last ten (10) years of Credited Service prior to retirement, termination or death, or the career average, whichever is greater. (See Plan Definition)

**G. BENEFIT AMOUNTS AND ELIGIBILITY**

**G1) Normal Retirement Date:**

A Participant's Normal Retirement Date shall be the first day of the month coincident with or next following the attainment of age 55 and 6 years of service or the attainment of 25 years of service, regardless of age.  
*(Only actual completed years of credited service will be used to determine normal retirement date)*

**G2) Normal Retirement Benefit:**

The retirement benefit shall be equal to the number of years of credited service multiplied by 3% and multiplied by average final compensation.

**G3) Early Retirement Date:**

A Participant may retire on his Early Retirement Date which shall be the first day of any month coincident with or next following attainment of age 50 and 6 years of credited service.

**G4) Early Retirement Benefit:**

The accrued benefit will be reduced by three percent (3%) for all years prior to normal retirement age.

**H. DISABILITY BENEFITS**

**H1) Disability Benefits In-the-Line-of-Duty:**

A member determined to be totally and permanently disabled from a service connected injury or disease will receive the greater of a monthly pension equal to 42% of average monthly compensation or an amount equal to the accrued retirement benefit.

**H2) Disability Benefits Off-Duty:**

A member determined to be totally and permanently disabled from a non-service connected injury or disease and who has completed ten (10) years of service will receive the greater of a monthly pension equal to 25% of average monthly compensation or an amount equal to the accrued retirement benefit.

**I. DEATH BENEFITS**

**I1) Death Prior to Vesting - In-Line-Of-Duty:**

If a member dies prior to retirement in-the-line-of-duty, and he is not vested, his beneficiary shall receive a refund of one hundred percent (100%) of the member's accumulated contributions.

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**12) Death After Vesting - In-Line-Of-Duty:**  
If a member dies prior to retirement in-the-line-of-duty, and he is vested, having completed the required years of credited service, his beneficiary shall receive the benefits otherwise payable to the member at the member's early or normal retirement date.

**13) Death Prior to Vesting - Off -Duty:**  
If a member dies prior to retirement other than in-the-line-of-duty, but he is not vested, his beneficiary shall receive a refund of one hundred percent (100%) of the member's accumulated contributions.

**14) Death After Vesting - Off-Duty:**  
If a member dies prior to retirement other than in-the-line-of-duty, but he is vested, having completed the required years of credited service, his beneficiary shall receive the benefits otherwise payable to the member at the member's early or normal retirement date.

**J. TERMINATION OF EMPLOYMENT AND VESTING**

If a member's employment is terminated either voluntarily or involuntarily the following benefits are payable:

- 1) If the member has less than six (6) years of credited service upon termination of employment, the member shall be entitled to a refund of his accumulated contributions or the member may leave the accumulated contributions deposited with the Fund.
- 2) If the member has six (6) or more years of credited service upon termination of employment, the member shall be entitled to their accrued monthly retirement benefit, starting at the member's otherwise normal or early retirement date, provided he does not elect to withdraw his contributions and provided he survives to his normal or early retirement date. Early and normal retirement dates are based on actual years of credited service.

**K. EMPLOYEE CONTRIBUTIONS**

Members of the Plan shall be required to make regular contributions to the Fund in the amount four percent (4%) of their salary on a pre-tax basis.

**L. COST OF LIVING ADJUSTMENT**

Retirees are entitled to an annual C.O.L.A. of three percent (3%) on a compounded basis COLA. For firefighters, the COLA commences one year after retirement and separation from City employment. For public safety officers, the 3% annual cost of living adjustment commences one year after termination of the member's participation in the DROP or one year after the member begins to receive retirement benefits from the Plan, whichever is later.

**M. DEFERRED RETIREMENT OPTION PROGRAM-"DROP"**

1) FIREFIGHTER DROP: A deferred retirement option plan ("DROP") is hereby established for firefighters effective December 7, 2020.

(a). DROP eligibility and participation.

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- i. A member who attains normal retirement eligibility (age 55 with at least six years of credited service or 25 years of credited service regardless of age) shall be eligible to participate in the DROP. A member may defer participation in the DROP until age 59 or 33 years of service, whichever occurs first; provided, a member who has attained normal retirement eligibility but exceeds age 59 on December 7, 2020, be eligible to participate in the DROP by making a written election to enter the DROP no later than three (3) months from the effective date of the DROP.
- ii. A member must make a written election to participate in the DROP on a form provided by the City. A member's election to participate in the DROP shall be irrevocable.
- iii. An eligible member may participate in the DROP for a maximum of 5 years. Effective October 21, 2024, an eligible member may participate in the DROP for a maximum of 8 years.
- iv. A member who elects to participate in the DROP shall be required to terminate City employment no later than the end of the maximum DROP period. A member who elects to participate in the DROP may terminate DROP participation and City employment sooner than the end of the maximum DROP period, with at least 30 days' advance written notice to the City.

### (b) DROP plan features.

- i. An eligible member who elects to participate in the DROP will be considered to have retired for purposes of the pension plan. The member's monthly retirement benefit, determined in accordance with the plan based on years of credited service and average final compensation at the time the member enters the DROP, will be paid into the member's DROP account every month during the DROP period. Member DROP accounts are notional accounts, used only for the purpose of calculating DROP benefits, and are not separate accounts within the pension plan. The monies allocated to member DROP accounts shall be invested by the pension board in the same manner as other plan assets, and members shall have no control over the investment of DROP accounts.
- ii. No member contributions shall be required after a member enters the DROP, and the member will not accrue any additional credited service or any additional benefits under the pension plan after entering the DROP.
- iii. A member who elects to participate in the DROP shall not be eligible for disability or preretirement death benefits under the pension plan after DROP participation begins.
- iv. During a member's participation in the DROP, the member's monthly retirement benefit will be paid into the DROP account. The member's DROP account will earn interest at the rate of 3% per annum, compounded monthly. The DROP account shall not earn interest after the member's DROP participation ends.
- v. Within thirty (30) days following a DROP participant's termination of city employment or death, the member, or in the event of the member's death the member's designated beneficiary, may submit a written election on a form approved by the pension board, to receive the member's entire DROP account balance, which shall be distributed to the member (or in the event of the member's death to the member's designated beneficiary or estate in accordance with paragraph vi below) in a cash lump sum, unless the member elects to have all or any portion of an eligible rollover distribution paid directly to an eligible retirement plan specified by the member in a direct rollover. Any such direct rollover would be accomplished in accordance with IRS regulations and the pension plan. In the event a

## Ordinance No. 2024-27 | Amendment to Extend Deferred Retirement Option Program (DROP) to Eight Years for Firefighters and Police

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member or designated beneficiary does not submit a written election to receive a distribution of the member's DROP account balance within thirty (30) days following the member's termination of city employment or death, the DROP account shall be maintained but shall not earn interest.

vi. If a DROP participant dies before his or her DROP account is distributed, the participant's designated beneficiary shall have the same rights as the participant with respect to the distribution of the DROP account. The member may change the designated beneficiary no more than two times during the member's participation in the DROP. Such change must be on a form prescribed by the City, signed by the member, and filed with the board. If the member has not designated a beneficiary, the DROP account balance shall be paid to the member's estate.

vii. Participation in the DROP is not a guarantee of continued employment. DROP participants are subject to the same employment policies and standards as employees who are not in the DROP.

viii. A member who participates in the DROP shall be eligible to receive payment for unused sick leave as follows:

a. Upon separation from employment – up to 960 hours at 100% of the employees' hourly rate; and

b. During DROP – an employee may receive payment for accrued sick leave in excess of 960 hours at 50% of the employees' hourly rate.

ix. The DROP account distribution, along with other benefits paid by the pension plan, is subject to limitation under Section 415(b) of the internal Revenue Code.

x. The pension board may adopt any rules for administering the DROP that are necessary to maintain compliance with the Internal Revenue Code.

2) PUBLIC SAFETY OFFICER DROP: A deferred retirement option plan ("DROP") is hereby established for sworn law enforcement officers of the City who became employees of the Palm Beach Sheriff's Office (PBSO) on February 1, 2016 and who continued to participate in the Retirement Plan, effective September 28, 2022:

(a). DROP eligibility and participation.

i. A member who attains normal retirement eligibility (age 55 with at least six years of credited service or 25 years of credited service regardless of age) shall be eligible to participate in the DROP.

ii. A member must make a written election to participate in the DROP on a form provided by the City. A member's election to participate in the DROP shall be irrevocable.

iii. An eligible member may participate in the DROP for a maximum of 5 years. A member's participation in the DROP shall automatically terminate at the conclusion of the maximum 5-year DROP participation period. Effective October 21, 2024, an eligible member may participate in the DROP for a maximum of 8 years. A member's participation in the DROP shall automatically terminate at the conclusion of the maximum 8-year DROP participation period.

iv. A member who elects to participate in the DROP may terminate DROP participation sooner than the end of the maximum DROP period, with at least 30 days' advance written notice to the City.



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(b) DROP plan features.

i. An eligible member who elects to participate in the DROP will be considered to have retired for purposes of the Pension Plan. The member's monthly retirement benefit, determined in accordance with the plan based on years of credited service and average final compensation at the time the member enters the DROP, will be paid into the member's DROP account every month during the DROP period. Member DROP accounts are notional accounts, used only for the purpose of calculating DROP benefits, and are not separate accounts within the Pension Plan. The monies allocated to member DROP accounts shall be invested by the pension board in the same manner as other plan assets, and members shall have no control over the investment of DROP accounts.

ii. No member contributions shall be required after a member enters the DROP, and the member will not accrue any additional credited service or any additional benefits under the pension plan after entering the DROP.

iii. A member who elects to participate in the DROP shall not be eligible for disability or preretirement death benefits under the pension plan after DROP participation begins.

iv. During a member's participation in the DROP, the member's monthly retirement benefit will be paid into the DROP account. The member's DROP account will earn interest at the rate of 3% per annum, compounded monthly. The DROP account shall not earn interest after the member's DROP participation ends.

v. Within thirty (30) days following the end of the member's DROP participation or death, the member, or in the event of the member's death the member's designated beneficiary, shall submit a written election on a form approved by the pension board, to receive the member's entire DROP account balance, which shall be distributed to the member (or in the event of the member's death to the member's designated beneficiary or estate in accordance with paragraph vi below) in a cash lump sum, unless the member elects to have all or any portion of an eligible rollover distribution paid directly to an eligible retirement plan specified by the member in a direct rollover. Any such direct rollover would be accomplished in accordance with IRS regulations and the pension plan. In the event a member or designated beneficiary does not submit a written election to receive a distribution of the member's DROP account balance within thirty (30) days following the member's termination of city employment or death, the DROP account shall be maintained but shall not earn interest.

vi. If a DROP participant dies before his or her DROP account is distributed, the participant's designated beneficiary shall have the same rights as the participant with respect to the distribution of the DROP account. The member may change the designated beneficiary no more than two times during the member's participation in the DROP. Such change must be on a form prescribed by the pension board, signed by the member, and filed with the board. If the member has not designated a beneficiary, the DROP account balance shall be paid to the member's estate.

vii. The DROP account distribution, along with other benefits paid by the Pension Plan, is subject to limitation under Section 415(b) of the internal Revenue Code.

viii. The pension board may adopt any rules for administering the DROP that are necessary to maintain compliance with the Internal Revenue Code.

**Ordinance No. 2024-27 | Amendment to Extend Deferred Retirement Option Program (DROP) to Eight Years for Firefighters and Police**

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**N. SUPPLEMENTAL “SHARE” PLAN**

A supplemental Share Plan, originally established by Ordinance No. 2012-05, and amended by Ordinance No. 2019-04 (Amendment No. 1), Ordinance 2020-16 (Amendment No. 2), and Ordinance 2022-26 (Amendment No. 3) is attached hereto as Attachment “1”.

**O. RETIREMENT PLAN CHANGES FOR SWORN POLICE OFFICERS EFFECTIVE FEBRUARY 1, 2016**

Pursuant to a Memorandum of Understanding between the City of Greenacres and Palm Beach County Police Benevolent Association (PBA) ratified in January 2016, the City and PBA have mutually agreed to a number of changes to the Retirement Plan for sworn law enforcement officers, in conjunction with the Law Enforcement Services Agreement between the City and the Palm Beach County Sheriff’s Office. The Retirement Plan changes, attached hereto as Attachment “2”, shall take effect February 1, 2016.

This Adoption Agreement may be used only in conjunction with the Basic Defined Benefit Plan Document.

This Adoption Agreement and the Basic Defined Benefit Plan Document shall together be known as the Retirement Plan and Trust for the Public Safety Officers and Firefighters of the City of Greenacres.

**The Adoption Agreement and the Basic Defined Benefit Plan Document are furnished for the consideration of the Employer and its legal and financial advisors. The Florida Municipal Pension Trust Fund advises the sponsoring Employer to consult with its own attorney and financial advisors on the legal and tax implications of the Defined Benefit Plan and the Adoption Agreement. Nothing herein should be construed as constituting legal or tax advice.**

We understand that the Employer may amend any election in this Adoption Agreement by giving the Trustee written notification of such Amendment as adopted.

The Employer hereby agrees to operate under the provisions of the Master Trust Agreement creating the Florida Municipal Pension Trust Fund, which is incorporated in full into this Agreement and attached hereto as Exhibit A to the Basic Defined Benefit Plan Document and the Adoption Agreement.

IN WITNESS WHEREOF, the Employer and Trustee hereby cause this Agreement to

be executed on this 21<sup>st</sup> day of October 2024.

**EMPLOYER:**

**By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_



Post Office Box 8 Item # 8.  
Atlanta, Georgia 30356-0343  
Telephone 770.392.0980  
Facsimile 770.392.2193

October 15, 2024

Trustees of the Retirement Plan for the Firefighters of the City of Greenacres  
Trustees of the Retirement Plan for the Public Safety Officers of the City of Greenacres  
c/o Ms. Laura Underhill  
Senior Financial Analyst  
Florida League of Cities, Inc.  
P. O. Box 1757  
Tallahassee, FL 32302

Re: Retirement Plan for the Firefighters of the City of Greenacres  
Retirement Plan for the Public Safety Officers of the City of Greenacres

Ladies and Gentlemen:

In response to your request, we have reviewed Ordinance 2024-27.

This ordinance extends the maximum Deferred Retirement Option Program (DROP) participation period from five years to eight years. Because the ordinance does not impact the plan's projected liability, we have determined that the ordinance will have no actuarial impact on the plan.

If you have any questions or need additional information, please do not hesitate to call me.

Sincerely,

A handwritten signature in blue ink that reads "Charles T. Carr".

Charles T. Carr  
Consulting Actuary



## ITEM SUMMARY

**MEETING DATE:** October 21, 2024

**FROM:** Carlos Cedeño, Director, Public Works Department

**SUBJECT:** Resolution 2024-55  
FM# 450652-1 Chickasaw Road Expansion Project Grant Agreement

### BACKGROUND

On October 1, 2023 the City’s Purchasing Department advertised Bid No. 24-006, *Chickasaw Road Replacement and L-11 Canal Piping*. On October 18, 2023, Florida District 89 House Member David Silvers sponsored an appropriations request to the Florida House of Representatives on behalf of the City of Greenacres in the amount of \$250,000.

On January 8, 2024, City Council approved Resolution No. 2024-07 authorizing execution of contract and award of Bid No. 24-006 to MJC Land Development, LLC for the base bid amount of \$2,910,212.00 and alternate amount of \$616,007.50. The bid award consists of hiring an experienced and qualified company for demolition, replacement of existing road, installation of roadside drainage structures and pipe, grading and sod of dry detention, filling of canal, and construction of 72” RCP drainage pipe and 8’x8’x12’ structures to replace canal, canal bypass work, dewatering, paving, striping and signage, sidewalk and all other work incidental thereto.

### ANALYSIS

On June 12, 2024, the City was notified that the Florida House of Representatives approved the appropriations request. A grant in the amount of \$250,000 was issued through the Florida Department of Transportation (FDOT). The FDOT agrees to participate in the Project costs up to the maximum amount of \$250,000. The City agrees to bear all expenses in excess of the amount of the Department’s participation and any cost overruns or deficits incurred in connection with completion of the Project.

### FINANCIAL INFORMATION

Funding for this project was approved in the FY2024 City budget through CIP # 305-233 *Chickasaw Road Improvements*.

### LEGAL

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

### STAFF RECOMMENDATION

*Approval* of Resolution No. 2024-55, adopting FM# 450652-1 Chickasaw Road Expansion Project Grant Agreement.

**RESOLUTION NO. 2024-55**

**A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING THE INTERLOCAL FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FUNDED GRANT AGREEMENT FM# 450652-1 CHICKASAW ROAD EXPANSION PROJECT OF FISCAL YEAR 2024-2025; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on October 4, 2024 the City of Greenacres was notified that the Florida House of Representatives approved an appropriations request through a State-funded agreement from the Florida Department of Transportation through an FY 2024/2025 General Appropriation Act (GAA) Grant for the Chickasaw Road Expansion Project; and

**WHEREAS**, the agreement shall commence upon full execution by both parties and the City shall complete the project on or before December 31, 2025; and

**WHEREAS**, the FDOT agrees to participate in the Project cost up to the maximum amount of \$250,0000 and the agreement shall commence upon full execution by both parties; and

**WHEREAS**, the grant funded project scope consists of the demolition and replacement of the existing roadway pavement, construction of a 5 sidewalk on the north side of the road, installation of roadside drainage structures and pipes, roadway striping and signage and will result in greatly needed improvements to Chickasaw Road.

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

**SECTION 1.** The City Council grants authorization for the execution of the FY 2024-2025 General Appropriation Act (GAA) Grant for the Chickasaw Road Expansion Project attached hereto as Exhibit A.

**SECTION 2.** That the appropriate City officials are hereby authorized to execute all necessary documents required to effectuate the terms of the agreement.

**SECTION 3.** All resolutions in conflict herewith are hereby repealed.

**SECTION 4.** This resolution shall be effective October 21, 2024.

**RESOLVED AND ADOPTED this 21st day of October 2024**

\_\_\_\_\_  
**Chuck Shaw**, Mayor

\_\_\_\_\_  
*Voted:*  
**Peter Noble**, Deputy Mayor

**Attest:**

\_\_\_\_\_  
**Quintella Moorer**, City Clerk

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

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

\_\_\_\_\_  
*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:** October 21, 2024

**FROM:** Andrea McCue, City Manager, Administration

**SUBJECT:** Resolution 2024-61 – Countywide Transportation Plan

### BACKGROUND

Following Palm Beach County's desire to not extend the one penny infrastructure surtax, the County began discussions on the development of a transportation plan and potentially moving forward with a transportation surtax to fund transportation related projects. Population growth has consistently outpaced the County's existing transportation network and the County, municipalities other local governments feel it is in the best interest of the County's residents to work collaboratively to develop a true Countywide Transportation Plan.

### ANALYSIS

To ensure the development of a collaborative and comprehensive Plan, the engagement of a consulting firm of national and/or international experience will be required. The draft scope of services for the development of a request for proposals is being crafted by the Palm Beach County City Managers Association and will be distributed to the County and the municipalities. The Intergovernmental Coordination Programs (ICP) Multijurisdictional Issues Coordination Forum Executive Committee (MICFEC) will serve as the oversight board for the selected consulting firm. MICFEC is comprised of two County Commissioners, one School Board Member and four municipal elected officials. Additionally, an expanded version of the Intergovernmental Plan Amendment Review Committee (IPARC) will serve as the Technical Advisory Committee. This process ensures that no one entity will control the development of the plan and all stakeholders will contribute toward its development.

### FINANCIAL INFORMATION

Palm Beach County has budgeted funds for the development of a plan, but some municipalities have expressed a desire to contribute toward its development to ensure a fully collaborative process.

### LEGAL

The City Attorney drafted Resolution 2024-61.

### STAFF RECOMMENDATION

Staff is recommending approval if Resolution 2024-61.



**RESOLUTION NO. 2024-61****A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, SUPPORTING THE PROCUREMENT AND OVERSIGHT OF CONSULTANTS FOR THE DEVELOPMENT OF A COUNTYWIDE TRANSPORTATION PLAN; SUPPORTING THE FORMATION OF A TECHNICAL ADVISORY COMMITTEE FOR THE SAME; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the movement of people, goods, and services in, around and throughout Palm Beach County relies on an interconnected transportation network and related transportation services; and

**WHEREAS**, the transportation network and transportation services are the responsibility of multiple jurisdictions and governmental agencies such as FDOT, Palm Beach County, municipalities, and various taxing districts and authorities, and

**WHEREAS**, citizens are focused on going to and from their destinations and are mostly unaware of jurisdictional boundaries, ownership responsibilities, and funding sources for these transportation networks and services, and

**WHEREAS**, the quality, manner, and time required for people, goods, and services to move in the county has tremendous impacts on every aspect of life in Palm Beach County, and

**WHEREAS**, population growth in recent years has consistently outpaced the existing transportation network's capabilities creating traffic jams, longer travel times, safety issues, extra expenses, and frustration, and;

**WHEREAS**, population growth is expected to continue to increase for the foreseeable future due to the desirability and quality of life in south Florida and Palm Beach County, and

**WHEREAS**, a Countywide Transportation Plan is the only way to effectively address the issues involved with the transportation network and services that exist now and, in the future, and

**WHEREAS**, the Board of County Commissioners, the City of Greenacres, the other municipalities, and the taxing districts recognize that working together in a constructive and proactive manner is the only way forward for the benefit of all our citizens, and

**WHEREAS**, expertise in developing a collaborative and comprehensive Countywide Transportation Plan requires the engagement of a Consulting Firm of National/International repute, experience and capabilities, and

**WHEREAS**, the only entity of which the cities and the County are officially connected for purposes of working together to address issues of a countywide nature is the Intergovernmental Coordination Program (ICP), and

**WHEREAS**, the ICP is identified in the County and the cities' Comprehensive Plan Intergovernmental Coordination Elements (ICE) and whose membership is memorialized via Interlocal Agreements, and

**WHEREAS**, the ICP membership also includes the taxing authorities and districts who build and maintain transportation infrastructure, and

**WHEREAS**, the ICP can provide unified, trusted, and collaborative outcomes instead of ones that are ones weighted towards one side or the other, and

**WHEREAS**, the ICP will need the full support of the members both at the Policy level (elected officials) and the staff levels to make this process work, and

**WHEREAS**, the City Council finds that joining with fellow municipalities, Palm Beach County, and other local governments in a collaborative process for purposes of developing and creating a true Countywide Transportation Plan is in the best interest of the City and serves a valid public purpose.

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

**SECTION 1.** The recitals set forth above are incorporated into this Resolution as true findings of fact by the City Council.

**SECTION 2.** The City Council supports the following as necessary for the achievement of a Countywide Transportation Plan:

- 1) The crafting of a Scope of Services by the Palm Beach County City Manager's Association (PBCOMA) through an internal process of which the final version will be distributed to the County and the municipalities.
- 2) The ICP's Multijurisdictional Issues Coordination Forum Executive Committee (MICFEC) shall serve as the Oversight Board for the Consulting Firm hired to craft the Countywide Transportation Plan providing policy level activities specifically related to the contractual relationship, holding of public meetings with the Consulting Firm, providing direction to IPARC 2.0, facilitating engagement and participation of the ICP membership, and making recommendations to the governing bodies of the County, municipalities and others.
- 3) The formation of an expanded version of the Intergovernmental Plan Amendment Review Committee (IPARC) by adding municipal and County Engineers, Public Works, IT, TPA, FDOT, Tri Rail, Palm Tran, and others as deemed appropriate by MICFEC to serve as the Technical Advisory Committee (TAC). The Technical Advisory Committee, IPARC 2.0, will provide information as required by the Consulting Firm as the subject matter experts and providing input and advice to the Consulting Firm and MICFEC.
- 4) The coordination and processing of the contract with the selected Consulting Firm by use of the County government as the responsible agency for contract administration including but not limited to assuring compliance with the terms and conditions of the contract and invoice processing and payments.

**SECTION 3.** This Resolution shall take effect immediately upon adoption.

**RESOLVED AND ADOPTED this 21<sup>st</sup> day of October 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**



**Department Report**

**MEETING DATE:** October 21, 2024  
**FROM:** Michele Thompson, Director, Community & Recreation Services  
**SUBJECT:** Community & Recreation Services Dept. – September Report

**ADMINISTRATION**

PERFORMANCE MEASUREMENT	THIS PERIOD	FY2024 TO DATE	FY 2024 BUDGET
No. of Contracts Executed/Renewed	0	5	3
No. of Collaborative Partnerships	5	79	27
No. of Vendor/Independent Contractor Agreements	12	101	30
No. of Educational Scholarship Applications R'cd	-	20	20
No. of Community Events Coordinated	1	9	10
No. of Event Participants	250	36,350	36,900
No. of Little Free Libraries (LFL)*/ # Replacement Units / <i>StoryWalk</i> Boards	2 <sup>#</sup>	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	64	745	900
Pavilions	33	475	500
Center Facility	64 <sup>1</sup>	730	900
Monthly Center Attendance	4,168	44,591	4,200

1113 Additional Free Rentals: **58** Gym: YP/Open Gym/Tai Chi/Senior Resource Fair; **6** Banquet Hall: PBSO/FR/Focus Group/Michael Barnett; **21** Room 1: Older Adults Program; **8** Room 2: ESOL/ESE/Spotlighters, **1** Room 3: AARP; **6** Room 4: Focus Group/ESOL; **13** Comm. Park: PB Square Dance

**REVENUE**

<b>FACILITY RENTALS REVENUE</b>	<b>THIS PERIOD</b>	<b>FY2024 TO DATE</b>	<b>FY2024 PROJECTED</b>
Rental Revenue Generated	\$13,334.97	\$169,829.03	\$170,000

**ATHLETICS**

<b>YOUTH ATHLETICS</b>	<b>THIS PERIOD</b>	<b>FY2024 TO DATE</b>	<b>FY2024 PROJECTED</b>
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	-	34	40
FY25 Co-ed Fall Soccer (10/10/24-12/6/24) Registration Period 8/1/24 – 9/20/24	132	292	220
FY25 Co-ed Winter Basketball (12/2/24-3/7/25) Registration Period 9/3/24 – 11/2/24	22	22	160

-

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

**SENIOR PROGRAMS**

<b>SOCIAL ACTIVITIES</b>	<b>PARTNERS/SPONSORS</b>	<b>NO. OF PARTICIPANTS YTD</b>
Meal Program; Dances; Games/Bingo; Special Events; Educational Sessions Mon.- Fri. (5 x 27)	PBC Drowning Prevention Coalition; State Farm; HealthSun; Epilepsy Alliance; egal Aid Society; SWA; University Coaching; Sr. Dedicated Medical Ctr.; Firebush; Zumba	2,752

**FY24 EVENTS & SPONSORSHIPS**

Item # 11.

<b>EVENTS</b>	<b>SPONSORS/PARTNERS</b>	<b>FY2024 EXPENSE</b>	<b>FY2024 ACTUAL</b>	<b>FY2024 ATTENDEES</b>
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	\$392	250

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



## Department Report

**MEETING DATE:** October 21, 2024

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

**SUBJECT:** September 1, 2024, through September 30, 2024

## Development & Neighborhood Services Department

### CURRENT CASES

#### 2024 DNS Fee Schedule Update

DNS reviewed and proposed updates to its fee schedules for Building, Planning, Zoning and Engineering fees. The fee schedule update was approved at the September 16, 2024 City Council meeting to become effective October 1, 2024.

## Planning, GIS & Engineering Division

### NEW CASES

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

A request for a Master Sign Plan (MSP-24-07) for the Buttonwood Plaza.

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

A request for a Master Sign Plan (MSP-24-08) for the Barclay Square Plaza.

### CURRENT PLANNING CASES

#### 3067 South Jog Road (SP-24-02)

A request for a Site and Development Plan (SP-24-02) to construct a 6,000 sq ft office/retail building with a 798 sq. ft. mezzanine. (Insufficiency letter sent March 11, 2024, resubmittal received on September 30, 2024, under staff review)

#### 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 10<sup>th</sup> 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. Went to September 19, 2024, DRC meeting. Staff preparing comments for applicant.



**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). The Plat (PLT-24-02) submittal was received on September 30, 2024. The (CPA-23-04), (ZC-23-02) are scheduled for the October 7, 2024, City Council Meeting. The (SP-23-06), (MSP-24-02), and (PLT-24-02) will be scheduled at a later time, since the plat is under review).

**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), (MSP-24-03) and (PLT-24-01)**

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 (PLT-24-01). (PZBA approved the Variance request (BA-24-01) on August 8, 2024. (Insufficiency letter was sent for the Plat (PLT-24-01) on September 12, 2024. The (SP-24-01) and (MSP-24-03) were approved on September 16, 2024, City Council meeting).

**City-initiated Chickasaw and Wry Roads Annexations (ANX-24-01)**

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. (They have an ongoing code enforcement case related to the use. Initial submittal received on June 27, 2024. Further insufficiency

comments provided on August 30, 2024. Resubmittal was received on September 17, 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. On September 20, 2024, staff met with applicant for follow-up to DRC comments).

**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). (Coordinating with Code Enforcement on code enforcement case for currently operating without proper approvals. 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. Applicant is working out traffic concerns with FDOT and PBC Traffic).

**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. (Applicant is gathering additional information to substantiate the hardship and demonstrate why a variance is necessary. Tentatively scheduled for the PZBA meeting on November 14, 2024).

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**SITE PLAN AMENDMENTS**

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**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. Staff is actively working with the applicant to finalize the height of the outparcel monument signs, and reviewing appropriate raceway sizing.)

**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. (Coordinating with Code Enforcement for ongoing bus parking cited on 9/17/2024 and to open a new case for the site plan not being approved prior to occupying the building for such use. Awaiting receipt of applicant's response to the insufficiency letter provided on June 10, 2024 and staff's follow-up email of August 12, 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 insufficiency comments provided on August 27, 2024).

**Ministries in Bethel – 3950 South 57<sup>th</sup> 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).

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## ZONING TEXT AMENDMENTS

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**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, 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. Additional review and analysis of proposed changes are desired to address certain City neighborhood conditions and ongoing. Tentatively scheduled for City Council Meetings for 1<sup>st</sup> Reading on December 2, 2024, and 2<sup>nd</sup> Reading on December 16, 2024).

**ZTA-24-07 Parking Regulations and Fences**

A City-initiated request for a Zoning Text Amendment pertaining to modifications of Chapter 16 regulations for off-street parking, and loading, and front yard fences, and Chapter 14 regulations for the parking of motor vehicles, boats, and trailers. (Recommended for approval by Planning and Zoning Board of Appeals (PZBA) on May

9, 2024. Additional language scheduled for the PZBA meeting on October 17, 2024. Tentatively scheduled for City Council Meetings for 1<sup>st</sup> Reading on November 4, 2024, and 2<sup>nd</sup> Reading on November 18, 2024).

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## RESIDENTIAL DEVELOPMENT PROJECTS

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### **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, received August 26, 2021. Reduced Construction Bond received April 20, 2023. (May 2024, Engineering, Zach provided comments regarding outstanding items that need to be repaired to developer. No response has been received, so Zach sent a follow-up email on October 11, 2024, to developer to remedy and schedule inspection, prior to release of the bond.

### **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).

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## NON-RESIDENTIAL DEVELOPMENT PROJECTS

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### **Church of God 7<sup>th</sup> 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 was held on September 12, 2024. Awaiting applicant's decision if proceeding).

### **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. (Construction is underway).

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

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

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## **GIS**

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### **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.

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## **TEMPORARY USE PERMITS**

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### **TU-2024-1307 – West Pines Baptist Church – 4906 Melaleuca Lane– (Withdrawn)**

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. Met with applicant and discussed other signage options. TUP request withdrawn.)

### **TU-2024-1308 – West Pines Baptist Church – 4906 Melaleuca Lane– (Withdrawn)**

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. Met with applicant and discussed other signage options. TUP request withdrawn.)

### **TU-2024-2729 – El Valle Hondu-Mex Restaurant – 4992 10th Ave N – (In Process)**

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. Went to September 19, 2024, DRC meeting. Staff preparing comments for applicant.

### **TU-2024-2634 – Walmart Holiday Trailers– (In Process)**

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. Went to September 19, 2024, DRC meeting. Staff preparing comments for applicant.

### **Temporary Use Permit TU 2024-2712 – John I. Leonard High School Homecoming Parade – 4701 10<sup>th</sup> Avenue N – (APPROVED)**

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.

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**FY 2024 Data:**


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

<b>Inspection Type</b>	<b>Current Period</b>	<b>FY 2024 to Date</b>	<b>FY 2024 Budget</b>
Landscaping	4	54	80
Zoning	1	25	45
Engineering	7	44	75

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

## Building Division

### Building Department Report (September 1, 2024 – September 30, 2024)

#### 1) ADMINISTRATION:

- a) Researched and completed Sixty-One (61) lien searches providing open and/or expired permit information.
- b) Researched and completed Thirty (38) records requests for historical permits.

#### 2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2024
New Applications Received / Permits Created	<b>208</b>	2,819
Applications Approved	<b>119</b>	1,623
Applications Canceled	<b>8</b>	73
Applications Denied	<b>0</b>	18
Applications Reopened	<b>3</b>	20
Permits Issued	<b>217</b>	2,685
Permits Completed	<b>213</b>	2,451
Permits Canceled	<b>4</b>	85
Permits Reopened	<b>62</b>	566
Permits Expired	<b>17</b>	376
Inspections Performed	<b>543</b>	5,677
Construction Value of Permits Issued	<b>\$3,320,455.04</b>	\$42,824,895.19
Construction Reinspection Fees	<b>\$500.00</b>	\$6,200
Extension/Renewal Fees	<b>\$3,902.82</b>	\$33,167.03
CO's Issued	<b>0</b>	40
CC's Issued	<b>0</b>	0
Temporary CO's Issued	<b>0</b>	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#
SFH	533 Broward Ave		New SFH	2024-2848
Spa Center	3901 S Jog Rd	1240	Interior Renovation	2024-2613
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 #
H&R Block	6754 Forest Hill Blvd	1680	Interior Remodel	2024-1950
Medimore Md	6334 Forest Hill Blvd		Interior Remodel	2024-2513
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
Aaxon Laundry	3989 S Jog Rd	2633	Interior Renovation	2024-0587
Retro Fitness	4558 Lake Worth Rd	1547	Interior Renovation	2024-0783
Certified Spine	6415 Lake Worth Rd #307	1598	Tennant Improvement	2023-2290
Gyro GR	6852 Forest Hill	1682	Interior Remodel	2023-1965
Ministries in Bethel	3950 S 57 <sup>th</sup> Ave	6,939 sq.ft.	House of Workship	2021-0365



**CITY OF GREENACRES**  
**Licensing Revenue Summary Report**

Licensing Revenue Summary Report - Summary  
 From Date: 09/01/2024 - To Date: 09/30/2024

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
<b>License Type: Amusement-Amusement &amp; Entertainment</b>					
Amusement Sq Ft-Amusement Square Feet	4	0	\$3,096.47	\$0.00	\$3,096.47
Vending Machine-Amuse/Vending / Coin Operated	3	0	\$3,931.29	\$0.00	\$3,931.29
Food-Food Service	1	0	\$127.63	\$0.00	\$127.63
Food Per Seat-Food Per Seat	1	0	\$212.66	\$0.00	\$212.66
<b>License Type Amusement-Amusement &amp; Entertainment Totals</b>	<b>9</b>	<b>0</b>	<b>\$7,368.05</b>	<b>\$0.00</b>	<b>\$7,368.05</b>
<b>License Type: Cont Office-Contractor Office</b>					
Cont Office-Contractor Office	3	0	\$366.09	\$0.00	\$366.09
<b>License Type Cont Office-Contractor Office Totals</b>	<b>3</b>	<b>0</b>	<b>\$366.09</b>	<b>\$0.00</b>	<b>\$366.09</b>
<b>License Type: Food Service-Food Service / Bar / Lounge</b>					
Food-Food Service	32	1	\$4,020.35	(\$127.63)	\$3,892.72
Food Per Seat-Food Per Seat	31	1	\$7,489.52	(\$34.72)	\$7,454.80
Vending Machine-Amuse/Vending / Coin Operated	3	0	\$909.72	\$0.00	\$909.72
Com Inspection-Commercial Inspection	1	0	\$75.00	\$0.00	\$75.00
NSF-NSF	2	0	\$40.00	\$0.00	\$40.00
<b>License Type Food Service-Food Service / Bar / Lounge Totals</b>	<b>69</b>	<b>2</b>	<b>\$12,544.59</b>	<b>(\$162.35)</b>	<b>\$12,382.24</b>
<b>License Type: General Retail-General Retail</b>					
General Retail-General Retail Sq Feet	44	0	\$17,271.43	\$0.00	\$17,271.43
Vending Machine-Amuse/Vending / Coin Operated	3	0	\$227.43	\$0.00	\$227.43
General Service-General Service	2	0	\$232.44	\$0.00	\$232.44
Food Service-Food Service	2	0	\$255.26	\$0.00	\$255.26
<b>License Type General Retail-General Retail Totals</b>	<b>51</b>	<b>0</b>	<b>\$17,986.56</b>	<b>\$0.00</b>	<b>\$17,986.56</b>
<b>License Type: General Service-General Service</b>					
General Service-General Service	118	0	\$13,609.74	\$0.00	\$13,609.74
Vending Machine-Amuse/Vending / Coin Operated	1	0	\$1,592.01	\$0.00	\$1,592.01
Com Inspection-Commercial Inspection	5	0	\$363.00	\$0.00	\$363.00
Transfer-Transfer	2	0	\$23.24	\$0.00	\$23.24
Cosmetology-Cosmetology / Barber	6	0	\$243.66	\$0.00	\$243.66
<b>License Type General Service-General Service Totals</b>	<b>132</b>	<b>0</b>	<b>\$15,831.65</b>	<b>\$0.00</b>	<b>\$15,831.65</b>
<b>License Type: General Svc Reg-General Service Registration</b>					

General Svc Reg-General Service Registration	3	0	\$75.00	\$0.00	\$75.00
License Type General Svc Reg-General Service Registration Totals	3	0	\$75.00	\$0.00	\$75.00
License Type: Home-Home Based Business	140	0	\$11,033.52	\$0.00	\$11,033.52
Home-Home Based Business	1	0	\$25.00	\$0.00	\$25.00
Collection Fee-Collection Fee	1	0	\$100.00	\$0.00	\$100.00
Delinquent >150-Delinquent Over 150 Days	142	0	\$11,158.52	\$0.00	\$11,158.52
License Type Home-Home Based Business Totals	142	0	\$11,158.52	\$0.00	\$11,158.52
License Type: Insurance Co-Insurance Sales Company	107	0	\$13,004.92	\$0.00	\$13,004.92
Insurance Reg-Insurance Registration	107	0	\$13,004.92	\$0.00	\$13,004.92
License Type Insurance Co-Insurance Sales Company Totals	107	0	\$13,004.92	\$0.00	\$13,004.92
License Type: Professional-Professional	68	0	\$7,753.27	\$0.00	\$7,753.27
Professional-Professional	1	0	\$122.03	\$0.00	\$122.03
Prof by Quantity-Professional by quantity	57	0	\$2,314.79	\$0.00	\$2,314.79
Cosmetology-Cosmetology / Barber	4	0	\$390.60	\$0.00	\$390.60
Real Estate-Real Estate Broker / Ins Agents	1	0	\$75.00	\$0.00	\$75.00
Com Inspection-Commercial Inspection	2	0	\$8.12	\$0.00	\$8.12
Transfer-Transfer	9	0	\$1,045.98	\$0.00	\$1,045.98
General Service-General Service	142	0	\$11,709.79	\$0.00	\$11,709.79
License Type Professional-Professional Totals	142	0	\$11,709.79	\$0.00	\$11,709.79
License Type: Rental Office-Rental Office	1	0	\$162.89	\$0.00	\$162.89
Rental Office-Rental Office	1	0	\$162.89	\$0.00	\$162.89
License Type Rental Office-Rental Office Totals	1	0	\$162.89	\$0.00	\$162.89
License Type: Rental Unit-Rental Unit	306	0	\$12,329.54	\$0.00	\$12,329.54
Rental Unit-Rental Unit	306	0	\$12,329.54	\$0.00	\$12,329.54
License Type Rental Unit-Rental Unit Totals	306	0	\$12,329.54	\$0.00	\$12,329.54
License Type: Storage-WH Units-Storage / Warehouse Units	2	0	\$3,255.36	\$0.00	\$3,255.36
Storage-WH Units-Storage / Warehouse Units	2	0	\$3,255.36	\$0.00	\$3,255.36
License Type Storage-WH Units-Storage / Warehouse Units Totals	2	0	\$3,255.36	\$0.00	\$3,255.36



# License Activity Report

Activity Date Range 09/01/24 - 09/30/24  
Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Canceled
Amusement - Amusement & Entertainment	Business	0	0	0	0	4	0	0
Exemptions - Exemptions / Non-Profit	Business	0	0	0	0	53	0	0
Food Service - Food Service / Bar / Lounge	Business	1	0	0	0	10	0	0
General Retail - General Retail	Business	0	0	0	0	31	0	0
General Service - General Service	Business	3	0	0	3	76	0	0
General Svc Reg - General Service Registration	Business	3	0	0	1	1	0	0
Home - Home Based Business	Business	8	0	0	8	84	0	0
Insurance Co - Insurance Sales Company	Business	3	0	0	2	34	0	0
Professional - Professional	Business	15	0	0	7	67	0	0
Rental Unit - Rental Unit	Business	7	0	0	7	184	0	0
<b>Grand Totals</b>		<b>40</b>	<b>0</b>	<b>0</b>	<b>28</b>	<b>544</b>	<b>0</b>	<b>0</b>

## Code Enforcement Division

### Code Division Report (September 1, 2024 – September 30, 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	232	267	284	10	35



## Department Report

**MEETING DATE:** October 21, 2024  
**FROM:** Teri Lea Beiriger, Director of Finance  
**SUBJECT:** Department of Finance Activity Report

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### DEPARTMENT HIGHLIGHTS

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The following report provides activity within the Department of Finance for the reporting period from September 1 through September 30, 2024

- Continued to work on efficiencies to better serve our internal and external customers
- General Operations
  - Finalized FY25 Budget and approved by City Council
  - Paid the last loan payment for the Municipal Complex (City Hall and Public Works)
- Grants
  - Received the grant agreement for \$250,000 FL DOT Chickasaw Rd Expansion
  - Closed out the Assistance to Firefighters 2021



## Department Report

**MEETING DATE:** October 21, 2024

**FROM:** Brian Fuller, Fire Chief

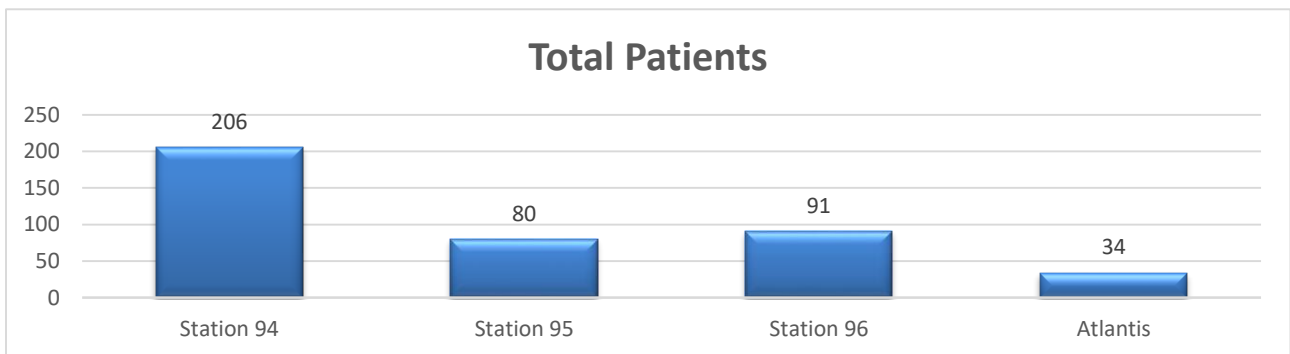
**SUBJECT:** Fire Rescue September

### FR CALLS

CALLS	MONTHLY TOTALS
Total Alarms dispatched in September	540
Average alarms per day	19.29
Total calls this fiscal year	7,615

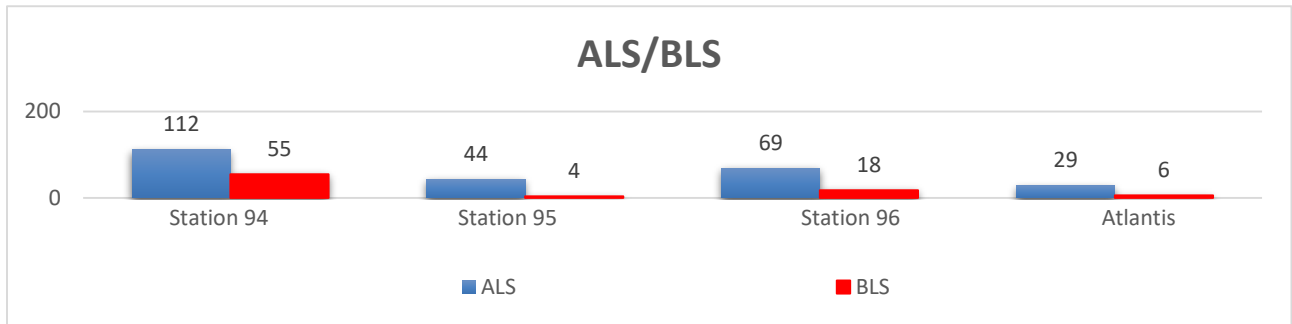
In September 2024, 377 patients were treated for Emergency Medical related services. Of those patients, 34 were in the City of Atlantis. These requests vary from a single unit responding to help an individual who has fallen to the floor, to a cardiac arrest necessitating multiple units, along with a mix of personnel, advanced skills and equipment.

Service Calls, Cancels, and Public Assists totaled 73. 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.



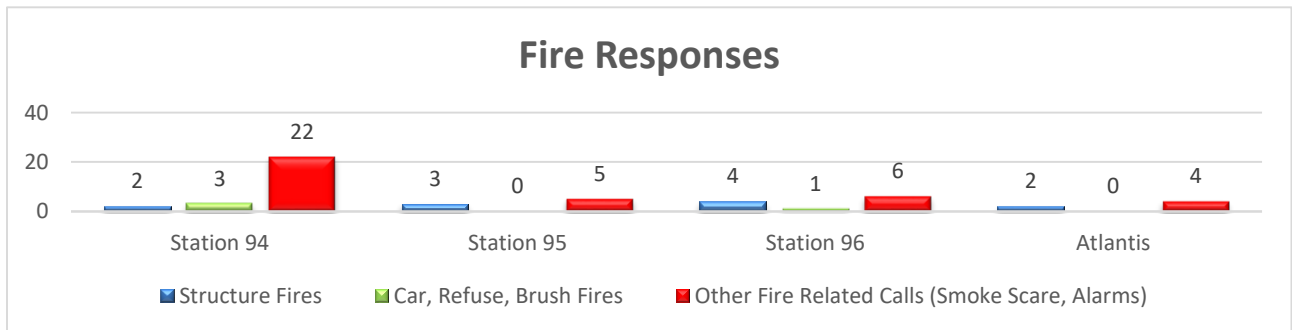
## ALS/BLS

Fire Rescue transported 259 patients to a hospital or 69% of the patients we were called to treat. The majority of those (188) 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.



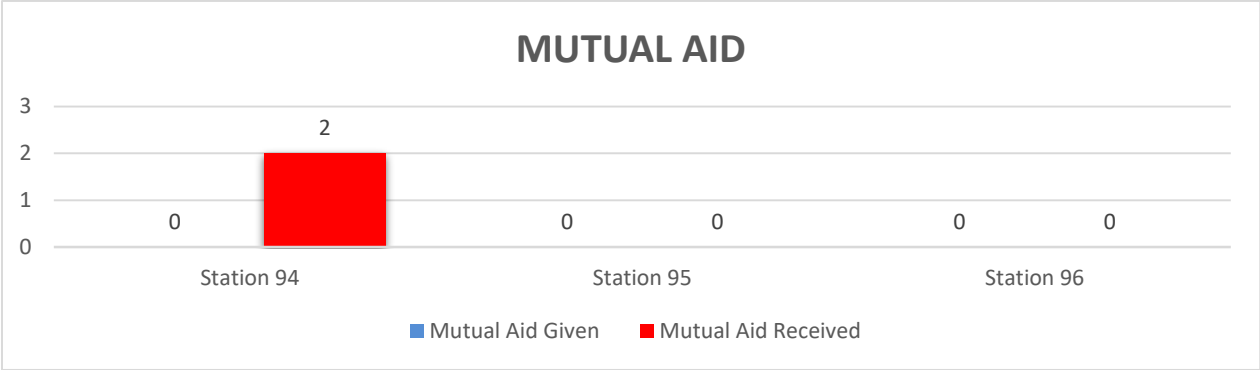
## FIRE RESPONSES

Fire Rescue responded to 33 calls for a fire or smoke related emergency. There were three (3) requiring an escalated response to a car, brush, or refuse fire; nine (9) were in a residential or commercial structure.





**MUTUAL AID**

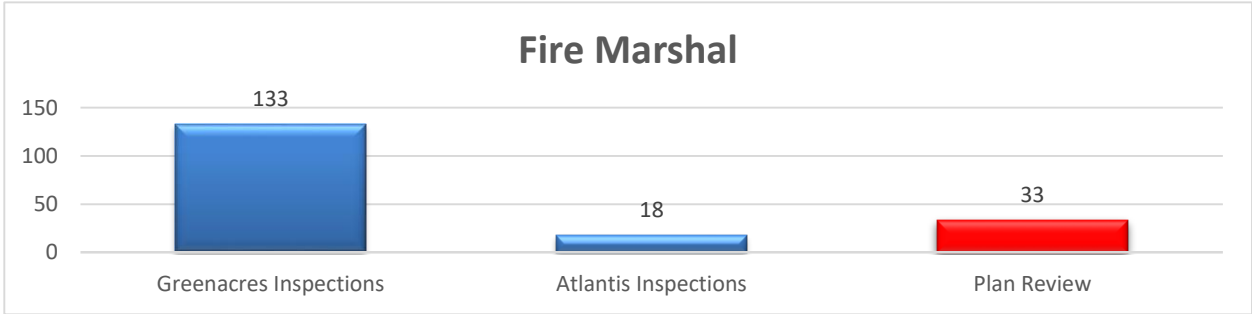


Mutual aid is the sending or receiving of emergency resources (apparatus, personnel) to or from another entity or agency upon request. No community has sufficient resources to handle every emergency of all sizes. Therefore, neighboring agencies work together through a system called Mutual Aid. That system 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	151
Plans Review	33
Dollar Loss due to fire	\$7,000



**SPECIAL SERVICES**

Blood Pressure Screenings	0
Presentations, Station Tours/Attendees	1/16
Persons Trained in CPR	0



## Department Report

**MEETING DATE:** October 21, 2024

**FROM:** Georges Bayard, Director, Information Technology

**SUBJECT:** Department of Information Technology – September 2024 Activity Report

### DEPARTMENT HIGHLIGHTS

The following report provides the highlights of activity within the Information Technology Department for the reporting period from September 1 - September 30, 2024.

1. The paperless Personnel Action Request (PAR) form in New World ERP is nearing the end of testing for all departments.
2. Developing paperless processes for requisitions and purchase orders, and for Purchasing card (“P-card”) reconciliations. The objective is to automate as much as possible the generation of these documents and their storage in the appropriate locations in the Laserfiche document management system.
3. Continuing development of 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. Kicked off implementation of Solarwinds Service Desk for the Vehicle Maintenance division of Public Works, to provide the same interface currently in use for IT and Facilities requests.
5. Kicked off implementation of the Keeper Security password management system for all City users, with capability to securely store passwords for applications and web sites, share them for use within a department, and reassign credentials upon shifts in responsibilities. An added benefit is each user gets a Family Plan at no charge, for use by up to five family members on unlimited devices while they are in the City’s employ.
6. Monthly KnowBe4 simulated phishing test results:
  - a. **September:** Links clicked: 5; attachments opened: 1; QR codes scanned: 0. Phish-prone users (vulnerable to phishing attacks): 3.24 % (slightly down from 3.31 % during the previous month’s campaign).

While the use of Artificial Intelligence (AI) in current real phishing campaigns significantly increases the effectiveness of attackers’ messaging, 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. As October is National Cybersecurity Awareness month, we are preparing to deploy the new annual training with updated content, and refreshed phishing campaigns, to encourage continuing good cyber hygiene.

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**SERVICE DESK REQUESTS**


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**September 2024**

<b>DEPARTMENT</b>	<b>CURRENT PERIOD</b>	<b>FY 2024 YTD</b>	<b>FY 2024 BUDGET</b>
Administration	11	142	-
Community & Recreation Services	10	94	-
Development & Neighborhood Svcs.	13	176	-
Finance	1	98	-
Fire Rescue	5	78	-
Information Technology	1	28	-
Public Works	2	41	-
Purchasing	2	27	-
Youth Programs	3	43	-
<b>Total Service Desk Requests</b>	<b>48</b>	<b>727</b>	<b>600</b>

2024-09-29



**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

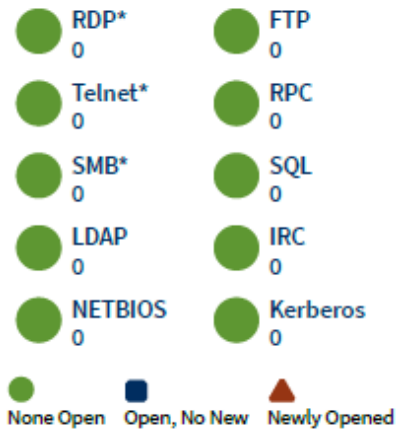
### SEVERITY BY PROMINENCE



### 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:** October 21, 2024

**FROM:** Captain Tristram Moore, PBSO District 16

**SUBJECT:** PBSO District 16 Report – September 2024

### CAD CALLS

CAD CALLS	MONTHLY TOTALS
Business / Residence Checks (Self-Initiated)	1,851
Traffic Stops (Self-Initiated)	654
Calls for Service	1,787
<b>All CAD Calls - Total</b>	<b>4,292</b>
<b>Total Calls for Service – FY 2024</b> (October 2023 – September 2024)	<b>53,142</b>

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 4,292 generated calls within the District and 58% of these calls were self-initiated.

### TRAFFIC ACTIVITY

DISTRICT 16 PERSONNEL	
Total Citations	Total Warnings
355	361

Data Source: TraCS – CAU

PBSO MOTORS UNIT	
Total Citations	Total Warnings
210	159

Data Source: TraCS – Traffic Unit

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## COMMUNITY POLICING EVENTS

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- 09/14/24: District 16 Crime Suppression Operation
- 09/18/24: Introduction meeting with new City of Greenacres Code Enforcement Supervisor
- 09/18/24: Food Distribution at Pickwick Mobile Home Park
- 09/19/24: Mentorship Meeting with the students at Okeeheelee Middle School
- 09/25/24: Meeting with Home Depot – Trunk or Treat
- 09/26/24: HIT Team relocation for homeless person
- 09/26/24: Mentorship Meeting with the students at Okeeheelee Middle School

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## STREET CRIMES UNIT

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- The District 16 Street Crimes Unit responded to Road Patrols call in which a suspect committed aggravated battery on a person over the age of 65 and fled in their vehicle. The suspect was located and apprehended at and charged accordingly.
- The District 16 Street Crimes Unit responded to a plaza due to the increase in the homeless population. Contact was made with a person who was found to be in possession of crack cocaine and was charged accordingly.
- The District 16 Street Crimes Unit responded to multiple vehicle burglaries in progress. District 16 Street Crimes Unit located the suspect who then fled on foot. After a brief foot pursuit, the suspect was apprehended, and was found to have an outstanding felony warrant out of Charlotte County. The suspect was charged accordingly.

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## PROPERTY DETECTIVES

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- A burglary occurred at an apartment complex office. Detectives located two subjects on video surveillance entering through a rear door. The suspects were later identified and arrested for this incident.

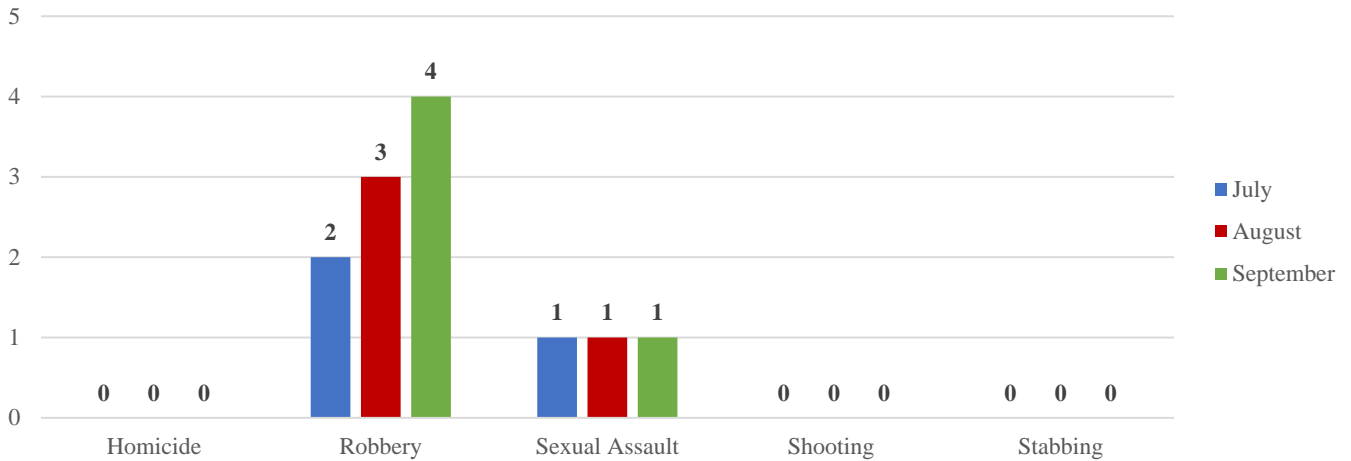
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## DATA ANALYSIS

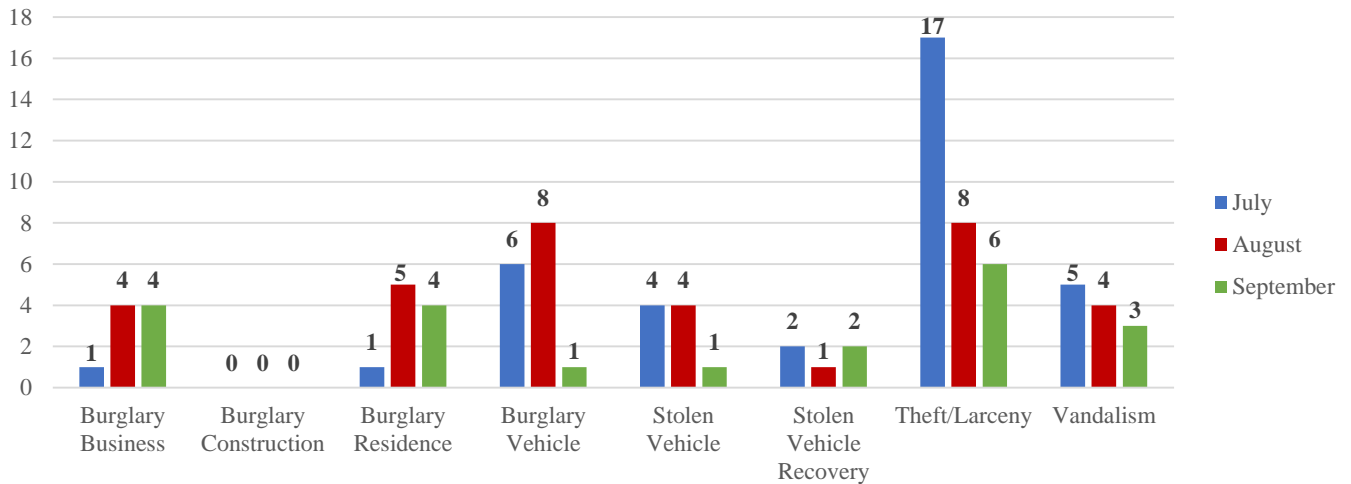
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The data included in this report is charted and graphed to illustrate and compare changes over a specific time period. These charts and graphs are utilized to assist in determining crime trends and to measure enforcement efforts. This data is utilized in conjunction with other analysis to develop directed patrol and various enforcement activities. The analysis included on these pages is presented as a brief highlight to explain the salient points of this report.

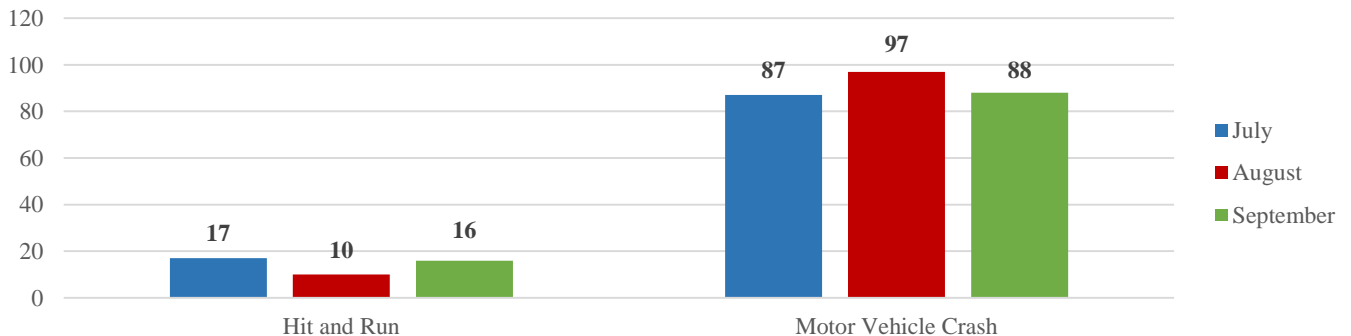
D16 Monthly Stats  
 Homicide, Robbery, Sexual Assault, Shooting, Stabbing  
 Data Source: CADS/P1



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



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





**TOP ACCIDENT LOCATIONS FOR SEPTEMBER 2024  
CASE NUMBER INCIDENTS**

<b>LOCATION</b>	<b>CASE NUMBER COUNT</b>
S Jog Road / Forest Hill Boulevard	12
Melaleuca Lane / S Jog Road	6
S Jog Road / Lake Worth Road	4
Melaleuca Lane / S Military Trail	4
S Military Trail / Lake Worth Road	4



## Department Report

**MEETING DATE:** October 21, 2024

**FROM:** Carlos Cedeño, Public Works Director

**SUBJECT:** Public Works Department Report

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### DEPARTMENT HIGHLIGHTS

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Listed below is a brief summary of the activities undertaken by the Public Works Department during the period of September 1, 2024 through September 30, 2024.

#### 1. ADMINISTRATION:

- All completed FY 2024 Purchase Orders were closed out.
- Staff coordinated landscape trimming around the Municipal Complex Lake in preparation for the installation of four (4) new fitness stations.
- Staff attended an onsite visit of the newly constructed Riviera Beach Emergency Operation Center (EOC) to gather functional ideas for the City's new EOC site.

#### 2. ROADS AND DRAINAGE MAINTENANCE

- Staff inspected and removed debris to City drainage structures in preparation for Hurricane Helene.
- Staff obtained quotes and coordinated the road resurfacing of Piney Court, Woodwind Court and Seven Springs Boulevard to be completed in Fiscal Year 2025.

#### 3. VEHICLE MAINTENANCE

- Staff coordinated the filling of fuel tanks and inspected vehicles and tools in preparation for Hurricane Helene.
- Coordinated new requisitions for new lawn equipment budgeted for purchase in Fiscal Year 2025.

#### 4. BUILDING SERVICES

- Staff inspected City buildings and structures in preparation for Hurricane Helene.
- Staff coordinated the replacement of two (2) metal roof systems to the pavilions at Freedom Park tentatively scheduled for the last week of October through the first week of December.

#### 5. PARKS MAINTENANCE

- Staff inspected City parks and sites in preparation for Hurricane Helene.
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## Department Report

**MEETING DATE:** October 21, 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 September 1 through September 30.

- a. 24-013 WIC Center Restroom Renovations – The bid for the restroom renovations was advertised on May 19, 2024, and opened on June 25, 2024. A total of six bids were received. City staff has evaluated the proposal and recommends awarding the project to Khan Builders, Inc., identified as the lowest responsive and responsible bidder. The City Council approved this award during their meeting on September 16, 2024. This project is funded as part of the Fiscal Year 2025 budget.
- 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. To go before Council for approval at the meeting to be held on October 7, 2024.
- c. 24-022 Fire Burglar Alarm & Sprinkler Systems – This bid was advertised on August 25, 2024 and opened on September 25, 2024 with four (bids) received. Currently under review by the Purchasing Department.
- d. 25-001 Continuing Professional Consulting Services (CCNA) – This RFQ for Continuing Professional Consulting Services was advertised on September 1, 2024, and closed on October 3, 2024. The submissions are currently undergoing evaluation.
- e. Solicitations In Progress – Furniture for New Youth Programs Building; and Technology for New Youth Programs Building.

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**DEPARTMENT ACTIVITY**


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<b>ACTIVITY</b>	<b>CURRENT PERIOD</b>	<b>FY 2024 YTD</b>
Purchase Orders Issued	41	773
Purchase Order Amounts	\$ 10,607,494.77	\$ 52,014,113.38
Solicitations Issued	1	21
Solicitations in Progress	2	-
Central Store Requests	4	40
Contracts Managed	78	78
Purchasing Card Purchases	335	3,692
Purchasing Card Transactions	\$ 52,852.15	\$ 608,899.40
No. of Training Sessions Conducted	0	7
Towing Revenue	\$ 3,350.00	\$ 39,932.00