



CITY COUNCIL BUDGET HEARING MEETING

City of Greenacres, Florida

Wednesday, September 17, 2025 at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

AGENDA

Mayor and City Council

Chuck Shaw, Mayor

Susy Diaz, Deputy Mayor

John Tharp, Councilmember, District I

Peter Noble, Councilmember District II

Judith Dugo, Councilmember, District III

Paula Bousquet, Councilmember, District V

Administration

Andrea McCue, City Manager

Christy Goddeau, City Attorney

Glen J. Torcivia, City Attorney

Tanya Earley, City Attorney

Quintella Moorer, City Clerk

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

Second Budget Hearing - Fiscal Year 2026 Proposed Budget

- 1. PUBLIC HEARING: Ordinance 2025-17: Second Reading:** Establishing a taxable valuation and levying an ad valorem tax on property located within the corporate limits of Greenacres, Florida, as of the year ending December 31, 2025; providing for repeal of conflicting ordinances, severability, and an effective date. - Teri Lea Beiriger, Director of Finance.
- 2. PUBLIC HEARING: Ordinance 2025-18: Second Reading:** Adopting an operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Teri Lea Beiriger, Director of Finance.

SPECIAL BUSINESS

- 3. Proclamation:** Hunger Action Month, September 2025. - Allyson Vaulx, Feeding South Florida.
- 4. Proclamation:** IT Professionals Day, September 16, 2025, and National Cybersecurity Month, October 2025. - Georges Bayard, Director of Information Technology.

CONSENT AGENDA

- 5. Official City Council Meeting Minutes:** City Council Meeting Minutes, September 3, 2025. - Quintella L. Moorer, City Clerk.

- 6. Agreement:** Approving the Memorandum of Understandings (MOU) between the City of Greenacres and the Professional Firefighters/Paramedics of Palm Beach County Local IAFF 2928, relating to the rank and file bargaining unit and supervisory bargaining unit effective October 1, 2023 through September 30, 2026. - Chief Phillip Konz, Fire Rescue.
- 7. Resolution 2025-35:** Approving the Professional Service agreement between the City of Greenacres and First Choice Research & Investigations, LLC dba First Choice Background Screening to provide background screening services; authorizing the appropriate City Officials to execute the agreement; providing for an effective date. - Monica Powery, Director of Purchasing.
- 8. Resolution 2025-36:** Approving the Professional Service Agreement between the City of Greenacres and AVI-SPL, LLC to provide AV system upgrade and equipment replacement services for the City Council Chambers and Community Center Banquet Hall; authorizing the appropriate City Officials to execute the agreement; providing for an effective date. - Monica Powery, Director of Purchasing.
- 9. Resolution 2025-37:** Authorizing budget adjustments within the fiscal year 2025 total operating budget. - Teri Lea Beiriger, Director of Finance.
- 10. Resolution 2025-38:** Adopting a capital improvements program for fiscal years 2026-2031; providing direction to the City Manager; and providing an effective date. - Teri Lea Beiriger, Director of Finance.
- 11. Resolution 2025-39:** Providing for automatic amendment of the fiscal year 2026 budget to reflect outstanding encumbered orders of fiscal year 2025; providing that the cost of those expenditures are to be paid from funds carried forward from fiscal year 2025; and providing for an effective date. - Teri Lea Beiriger, Director of Finance.
- 12. Resolution 2025-40:** Authorizing staff actions to procure those items approved in the fiscal year 2026 budget; and providing for an effective date. - Teri Lea Beiriger, Director of Finance
- 13. Resolution 2025-41:** Approving an agreement for medical supplies; authorizing the appropriate City Officials to execute the agreement; providing for an effective date. – Monica Powery, Director of Purchasing.
- 14. Resolution 2025-43:** Approving a maintenance service agreement for landscape maintenance services for facilities and parks; authorizing the appropriate City Officials to execute the agreement; providing for an effective date. - Monica Powery, Director of Purchasing.
- 15. Resolution 2025-44:** Approving a professional services agreement for irrigation installation, maintenance and repair services; authorizing the appropriate city officials to execute the agreement; providing for an effective date. - Monica Powery, Director of Purchasing.
- 16. Resolution 2025-45:** Approving addendum twelve (12) to the Law Enforcement Services Agreement (LESA) with the Palm Beach County Sheriff's Office (PBSO), providing for an effective date. - Andrea McCue, City Manager.
- 17. Resolution 2025-46:** Authorizing participation in the Public Emergency Medical Transportation (PEMT) supplemental payment program for Medicaid managed care patients; delegating authority to execute letter(s) of agreement with the State of Florida relating to intergovernmental transfers to the state; delegating authority to execute other

documents necessary to participate in the program; and providing for an effective date. - Teri Lea Beiriger, Director of Finance.

18. Resolution 2024-47: Amending Resolution 2023-31, approving the establishment of a Education Advisory Committee; providing for a purpose, composition, qualifications, duties and meetings; and providing for an effective date. - Andrea McCue, City Manager.

19. Ratification Approval for the Education Advisory Committee: Ratification of Sarahi Cedro, High School student to serve a one (1) year term. - Andrea McCue, City Manager.

REGULAR AGENDA

20. PUBLIC HEARING: Ordinance 2025-15: Second Reading: Amending Chapter 16, Article 3, District Regulations, Division 13, Study Area Zone (SAZ); to clarify the application, and to allow for limited minor improvements; providing for repeal of conflicting ordinances; providing for severability; providing for inclusion in the code; and providing for an effective date. - Gionni Gallier, Assistant Director of Development and Neighborhood Services.

21. PUBLIC HEARING: Ordinance 2025-16: Second Reading: Amending the City of Greenacres budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, inclusive; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Teri Lea Beiriger, Director of Finance.

22. PUBLIC HEARING: Ordinance 2025-19: Second Reading: Authorizing an amended lease agreement for a portion of Veterans Memorial Park pursuant to Article 6, Section 1(G), of the City's Charter, which requires leases of city-owned property to be approved by ordinance; providing for severability, conflicts, and an effective date. - Christy Goddeau, City Attorney.

23. PUBLIC HEARING: Ordinance 2025-20: Second Reading: Amending Chapter 13 "Taxation," Article 5 "Additional Homestead Exemption for persons 65 and older," Section 13-85 "Exemption," to increase the Homestead Exemption for qualifying persons 65 years of age and older; providing for severability, conflicts, codification, delivery of the ordinance, and an effective date. - Christy Goddeau, City Attorney.

DISCUSSION ITEM - None.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

CITY MANAGER'S REPORT

24. Community & Recreation Services Report.

25. Development and Neighborhood Services Report.

26. Economic Development Report.

27. Finance Report.

28. Fire Rescue Report.

29. Information Technology Report.

30. Palm Beach Sheriff's Office, District 16 Report.

31. Public Works Report.

32. Purchasing Report.

[33.](#) Youth Programs Report.

CITY ATTORNEY'S REPORT

MAYOR AND CITY COUNCIL REPORT

ADJOURNMENT

Future City Council Meetings

October 6, 2025.

October 20, 2025.

Meeting Records Request

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

Notice of Council Meetings and Agendas

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

Americans with Disabilities Act

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



ITEM SUMMARY

MEETING DATE: September 17, 2025
FROM: Teri Lea Beiriger, Director of Finance
SUBJECT: Ord. Nos. 2025-17 and 2025-18

BACKGROUND

Florida Statutes Section 200.065 specifies the procedural steps that must be followed by each unit of local government in the preparation and approval of the government entity's property tax millage, levy, and annual budget. In accordance with these regulations, the certified taxable property values as of July 1, 2025, provided by the Palm Beach County Property Appraiser will be used to determine the ad valorem tax proceeds in the calculation of the Fiscal Year (FY) 2025-2026 Budget.

Taxing authorities must hold two (2) public hearings to adopt a millage rate and budget. This evening's hearing is the First Public Hearing of the City of Greenacres to adopt a tentative millage rate and budget for Fiscal Year 2025-26.

The tentative millage rate and the budget must be adopted by separate votes. Pursuant to directions provided by the City Council at the budget workshop held on June 16th and the budget meeting held on July 21st, staff has prepared the two (2) ordinances required by the Truth in Millage (TRIM) process for approval by the City Council. The ordinance to establish the taxable value and set the ad valorem rate (Ordinance 2025-17) must be passed first, followed by the ordinance to adopt the budget (Ordinance 2025-18).

ANALYSIS

The first ordinance, 2025-17, establishes the taxable value and sets the ad valorem rate.

The certified total taxable value of \$3,382,129,026 provided by the Property Appraiser's office is \$240,847,423 more than last year's certified taxable value of \$3,141,281,603. The 7.67% increase in taxable value is due to an increase in property values along with an increase in new construction.

The millage rate of 6.3000 mills applicable to the General Fund Levy, for Fiscal Year 2026 is 7.43% greater than the calculated rolled-back millage rate pursuant to Section 200.065(1) F.S. of 5.8641 mills that generates the same amount of property tax revenue as last year on existing real and personal property.

The property tax rate of 6.3000 mills set by ordinance 2025-17 would generate \$20,455,116 of ad valorem revenue, or \$1,530,146 more than FY2025.

The second ordinance, 2025-18, adopts an operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026. The proposed budget appropriated revenues and expenditures from \$58,337,694 in FY 2025 to \$81,792,071 in FY 2026.

FINANCIAL INFORMATION

The proposed ordinances set the total millage at 6.3000 mills and appropriate \$81,792,071 for the operation of the City in FY2026.

LEGAL

The first budget hearing was advertised in the preliminary tax assessment notices as required in F.S. 200.065. The second hearing, to set the millage rate and adopt the FY2026 budget, is scheduled for September 17, 2025, at 6:00 p.m. at the Greenacres City Hall and was advertised in a newspaper that has local circulation in the City.

STAFF RECOMMENDATION

Approval of Ordinance 2025-17 and Ordinance 2025-18.

ORDINANCE NO. 2025-17

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ESTABLISHING A TAXABLE VALUATION AND LEVYING AN AD VALOREM TAX ON PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF GREENACRES, FLORIDA, AS OF THE YEAR ENDING DECEMBER 31, 2025; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, in accordance with Chapter 200.065 F.S., the Palm Beach County Property Appraiser has certified the tax roll for the City of Greenacres for the purpose of computing an ad valorem tax rate for the fiscal year beginning October 1, 2025, and ending September 30, 2026; and

WHEREAS, in the preparation of the operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026, the City of Greenacres Council has utilized the certified taxable valuation in computing the ad valorem tax rate necessary to fund the operating budget; and

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

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

SECTION 1. For the purpose of setting an ad valorem tax rate for the operating budget, the effective taxable value for all real and personal property for the year 2025 was certified on July 01, 2025, to be \$3,382,129,026. The 2025 certified value was higher by \$240,847,423 (7.67%) than the 2024 final certified value of \$3,141,281,603.

Ordinance No. 2025-17 | Establishing a Taxable Value

Page No. 2

SECTION 2. For the purpose of funding the operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026, the effective taxable value as listed above will be and is hereby taxed at the total rate of 6.3000 mills.

SECTION 3. The millage rate of 6.3000 mills applicable to the General Fund Levy, for Fiscal Year 2025 is 7.43% greater than the calculated rolled-back millage rate pursuant to Section 200.065(1) F.S. of 5.8641 mills that generates the same amount of property tax revenue as last year on existing real and personal property.

SECTION 4. Repeal of Conflicting Ordinances.

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

SECTION 5. Severability.

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

SECTION 6. Effective Date

The provisions of this Ordinance shall become effective October 1, 2025, in accordance with the laws of the State of Florida.

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

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District I*

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, Council Member, *District II*

Voted:

Judith Dugo, Deputy Mayor

Voted:

Susy Diaz, Council Member, *District IV*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025
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SUBJECT: Ord. Nos. 2025-17 and 2025-18

BACKGROUND

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Taxing authorities must hold two (2) public hearings to adopt a millage rate and budget. This evening's hearing is the First Public Hearing of the City of Greenacres to adopt a tentative millage rate and budget for Fiscal Year 2025-26.

The tentative millage rate and the budget must be adopted by separate votes. Pursuant to directions provided by the City Council at the budget workshop held on June 16th and the budget meeting held on July 21st, staff has prepared the two (2) ordinances required by the Truth in Millage (TRIM) process for approval by the City Council. The ordinance to establish the taxable value and set the ad valorem rate (Ordinance 2025-17) must be passed first, followed by the ordinance to adopt the budget (Ordinance 2025-18).

ANALYSIS

The first ordinance, 2025-17, establishes the taxable value and sets the ad valorem rate.

The certified total taxable value of \$3,382,129,026 provided by the Property Appraiser's office is \$240,847,423 more than last year's certified taxable value of \$3,141,281,603. The 7.67% increase in taxable value is due to an increase in property values along with an increase in new construction.

The millage rate of 6.3000 mills applicable to the General Fund Levy, for Fiscal Year 2026 is 7.43% greater than the calculated rolled-back millage rate pursuant to Section 200.065(1) F.S. of 5.8641 mills that generates the same amount of property tax revenue as last year on existing real and personal property.

The property tax rate of 6.3000 mills set by ordinance 2025-17 would generate \$20,455,116 of ad valorem revenue, or \$1,530,146 more than FY2025.

The second ordinance, 2025-18, adopts an operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026. The proposed budget appropriated revenues and expenditures from \$58,337,694 in FY 2025 to \$81,792,071 in FY 2026.

FINANCIAL INFORMATION

The proposed ordinances set the total millage at 6.3000 mills and appropriate \$81,792,071 for the operation of the City in FY2026.

LEGAL

The first budget hearing was advertised in the preliminary tax assessment notices as required in F.S. 200.065. The second hearing, to set the millage rate and adopt the FY2026 budget, is scheduled for September 17, 2025, at 6:00 p.m. at the Greenacres City Hall and was advertised in a newspaper that has local circulation in the City.

STAFF RECOMMENDATION

Approval of Ordinance 2025-17 and Ordinance 2025-18.

ORDINANCE NO. 2025-18

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

WHEREAS, the City Manager, in accordance with provisions of State Law and the City Charter, has submitted a proposed budget to the City Council for the Fiscal Year beginning October 1, 2025 and ending September 30, 2026; and

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

WHEREAS, the City Council has complied with Section 200.065 Florida Statute, in the setting of a proposed millage rate and the computation of a roll-back rate; and

WHEREAS, the City Council has scheduled and advertised public hearings on the proposed operating budget in accordance with Section 200.065, Florida Statutes; and,

WHEREAS, the City Council finds adopting the proposed operating budget as set forth herein serves a valid public purpose.

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

SECTION 1. The foregoing recitals are incorporated into this Resolution by reference and as true findings of fact by the City Council.

SECTION 2. For the purpose of fixing the amount of appropriations for the Fiscal Year beginning October 1, 2025, and ending September 30, 2026, it is estimated that revenues will be available to meet budgeted appropriations according to the following sources:

Ordinance No. 2025-18 | Adoption of Operating Budget

Page No. 2

REVENUES**GENERAL FUND**

<i>Ad Valorem Taxes</i>	<i>\$ 20,455,116</i>
<i>Utility Taxes</i>	<i>4,018,000</i>
<i>Other Taxes</i>	<i>3,335,300</i>
<i>Permits & Fees</i>	<i>3,737,884</i>
<i>Intergovernmental</i>	<i>7,587,199</i>
<i>Charges for Services</i>	<i>7,899,153</i>
<i>Fines & Forfeitures</i>	<i>788,900</i>
<i>Interest Income</i>	<i>1,043,350</i>
<i>Rents & Royalties</i>	<i>428,657</i>
<i>Miscellaneous</i>	<i><u>713,262</u></i>
 <i>Use of Fund Balance.....</i>	 <i>8,510,342</i>
<i>Total Revenues - General Fund</i>	<i>\$ 58,517,163</i>

SPECIAL REVENUE FUNDS**Forfeitures Fund**

<i>Florida State Statute 932.7055 Prohibits Budgeting Anticipated Revenue .</i>	<i>N/A</i>
<i>Use of Fund Balance</i>	<i>\$ <u>105,119</u></i>
 <i>Sub-Total Forfeitures Fund</i>	 <i>\$ 105,119</i>

Arboreous Fund

<i>Revenue - Contributions, Interest Earned, Impact Fees</i>	<i>\$ 1,200</i>
<i>Use of Fund Balance</i>	<i><u>18,800</u></i>
 <i>Sub-Total Arboreous Fund</i>	 <i>\$ 20,000</i>

Fire Rescue Donations and Contributions Fund

<i>Revenue - Contributions & Interest Earned</i>	<i>\$ 600</i>
<i>Use of Fund Balance</i>	<i><u>24,400</u></i>
 <i>Sub-Total Public Safety Donation and Contributions Fund</i>	 <i>\$ 25,000</i>

Youth Programs Fund

<i>Revenue - Intergovernmental Grants, Fees, Contributions</i>	<i>\$ 1,418,157</i>
<i>Use of Funds.....</i>	<i><u>(108,620)</u></i>

Ordinance No. 2025-18 | Adoption of Operating Budget

Page No. 3

Sub-Total Youth Programs Fund \$ 1,309,537

Art in Public Places

Revenue - Intergovernmental Grants, Fees, Contributions \$ 245

Budgeted Fund Balance Surplus 70,107

Use of Funds \$ 70,352

Total Revenues - Special Revenue Funds \$ **1,530,008**

DEBT SERVICE FUND**Public Facility Improvement Notes**

Interest Earned \$ 0

Inter-fund Transfer 0

Budgeted Fund Balance Surplus 0

Total Revenues - Debt Service Fund \$ **0**

CAPITAL PROJECTS FUNDS

Revenue New Growth Fund \$ 9,896,800

Revenue Parks and Recreation 938,000

Revenue Reconstruction & Maintenance 1,791,611

Revenue Infrastructure Surtax 5,169,441

Revenue American Rescue Plan 3,200,000

Use of Fund Balance 749,048

Total Revenues - Capital Projects Funds \$ **21,744,900**

Total Revenues Available **\$ 81,792,071**

SECTION 2. For the purpose of financing the operations of the City of Greenacres, Florida, for the Fiscal Year beginning October 1, 2025, and ending September 30, 2026, there

Ordinance No. 2025-18 | Adoption of Operating Budget

Page No. 4

is hereby appropriated from taxes and other revenues and sources received by the City of Greenacres, the following amounts:

APPROPRIATIONS**GENERAL FUND**

<i>Administration</i>	<i>\$</i>	<i>3,839,875</i>
<i>Finance</i>		<i>1,312,744</i>
<i>Purchasing</i>		<i>464,019</i>
<i>Information Technology</i>		<i>2,171,239</i>
<i>Development & Neighborhood Ser</i>		<i>3,091,320</i>
<i>Public Works</i>		<i>4,216,806</i>
<i>Fire Rescue</i>		<i>13,949,910</i>
<i>Community and Recreation Services.....</i>		<i>2,095,567</i>
<i>Non-Departmental</i>		<i>16,675,683</i>
<i>Interfund Transfers</i>		<i>10,650,000</i>
<i>Contingency.....</i>		<i>50,000</i>

Total General Fund Appropriations \$ 58,517,163

SPECIAL REVENUE FUNDS

<i>Forfeitures Fund</i>	<i>\$</i>	<i>105,119</i>
<i>Arboreous Fund.....</i>		<i>20,000</i>
<i>Public Safety Donation & Contribution Fund</i>		<i>25,000</i>
<i>Youth Programs Fund.....</i>		<i>1,309,537</i>
<i>Art In Public Places</i>		<i>70,352</i>
Total Special Revenue Appropriations	\$	1,530,008

DEBT SERVICE**Public Facility Imp. Notes**

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

Total Debt Service Fund Appropriations \$ 0

CAPITAL IMPROVEMENT FUNDS

<i>New Growth</i>	<i>\$</i>	<i>13,330,000</i>
<i>Parks and Recreation</i>		<i>358,000</i>
<i>Reconstruction & Maintenance</i>		<i>1,792,900</i>
<i>Infrastructure Surtax.....</i>		<i>5,664,000</i>

Ordinance No. 2025-18 | Adoption of Operating Budget

Page No. 5

American Rescue Plan.....	600,000
Inter-fund Transfer.....	<u>0</u>

Total Capital Funds Appropriations \$ 21,744,900

Total Appropriations..... \$ 81,792,071

SECTION 3. Repeal of Conflicting Ordinances.

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

SECTION 4. Severability

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

SECTION 5. Effective Date

The provisions of this Ordinance shall become effective October 1, 2025, in accordance with the laws of the State of Florida.

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

Chuck Shaw, Mayor

Attest:

Quintella Moorer, City Clerk

Voted:
Judith Dugo, Deputy Mayor

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



CITY COUNCIL BUDGET HEARING MEETING

City of Greenacres, Florida

Wednesday, September 03, 2025, at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

MINUTES

Mayor and City Council

Chuck Shaw, Mayor

Susy Diaz, Deputy Mayor

John Tharp, Councilmember, District I

Peter Noble, Councilmember District II

Judith Dugo, Councilmember, District III

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. Councilmember Dugo and Bousquet were absent. All other Councilmembers were present.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion made by Deputy Mayor Diaz, Seconded by Councilmember Tharp to approve the agenda as amended to remove Item 7 from the Consent Agenda and to add Greenacres new branding video as an item to the Special Business Agenda.

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

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

None.

First Budget Hearing - Fiscal Year 2026 Proposed Budget

- 1. PUBLIC HEARING: Ordinance 2025-17: First Reading:** Establishing a taxable valuation and levying an ad valorem tax on property located within the corporate limits of Greenacres, Florida, as of the year ending December 31, 2025; providing for repeal of conflicting ordinances, severability, and an effective date. - Teri Lea Beiriger, Director of Finance.

Ms. Moorer read the ordinance by title.

Ms. McCue read the required Florida State Statue Chapter 200.065 into the record as required.

Motion made by Deputy Mayor Diaz, Seconded by Councilmember Tharp to approve Ordinance 2025-17 on First Reading.

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

- 2. PUBLIC HEARING: Ordinance 2025-18: First Reading:** Adopting an operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Teri Lea Beiriger, Director of Finance.

Ms. Moorer read the ordinance by title.

Ms. McCue provided a brief presentation of the proposed budget. Mentioning the property tax revenue that was proposed for 2026 was over \$20 million. The proposed millage rate was 6.3. She noted the City budgeted at 96 percentage collection rates for the ad valorem.

She mentioned the City would end the year to the good at about \$1.7 million. She also mentioned the City was spending less in investment dollars. Ms. McCue stated the total revenue was proposed at over \$58 million. She mentioned the next budget hearing was set for September 17, 2025.

Ms. McCue mentioned the property tax topic was very important and everyone should be educated as the property tax does not cover the cost of safety, events and parks. She continued to break down the dollar and cents breakdown per resident.

Councilmember Noble mentioned the school tax and his overall taxes increase in 2025.

Deputy Mayor Diaz questioned two fund increases. Ms. McCue stated the increases were due to the school zone cameras and public safety.

Motion made by Councilmember Tharp, Seconded by Councilmember Noble to approve Ordinance 2025-18 on First Reading.

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

SPECIAL BUSINESS

- 3. Proclamation:** National Hispanic Heritage Month, September 2025. - Carlos Poveda, Dr. Leon Poveda and Jessica Poveda, of Grace Family Medicine; Catalina E. Restrepo, David Olaya, and Angela Amezcuita of Restrepo Law Group.

The Greenacres new brand brief video was shown to the audience.

Deputy Mayor Diaz read the proclamation by title.

She thanked the recipients for attending.

Ms. Catalina Restrepo thanked the Council and City and was pleased to accept the gesture.

Mr. Poveda thanked the Council, the City and Dr. Phillip Harris for welcoming him to accept the gesture and was excited to be in Greenacres. He was honored. Ms. Poveda was honored especially to be a resident of Greenacres.

Photos were taken.

- 4. Proclamation:** Light it up Green - Muscular Dystrophy. - Nadine Kirby.

Deputy Mayor Diaz read the proclamation by title.

Ms. Kirby accepted the proclamation and thanked the Council for the gesture. She was delighted.

Photos were taken.

- 5. Proclamation:** Firefighter Appreciation Month, September 2025. - Fire Chief, Phillip Konz, Fire Rescue.

Councilmember Tharp read the proclamation by title.

Chief Konz accepted the proclamation and thanked the City and Council and was thrilled for the honor of showing appreciation to the firefighters.

Photos were taken.

CONSENT AGENDA

- 6. Official City Council Meeting Minutes:** City Council Meeting Minutes, August 4, 2025.
- Quintella L. Moorer, City Clerk.

- 7. Proclamation:** Recognition of the retirement of former Councilmember Richard Radcliffe.

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

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

Mayor Shaw thanked Mr. Radcliffe for his service. Councilmember Noble was thankful for Mr. Radcliffe for getting him involved and stated he did a lot of good for the City.

Councilmember Tharp also stated Mr. Radcliffe got him involved in the City and was responsible for his service on the Council and he was thankful for his service.

Deputy Mayor Diaz stated Mr. Radcliffe was a great collaborator and did a wonderful job during his long tenure.

REGULAR AGENDA

- 8. PUBLIC HEARING: Resolution 2025-34:** Complying with Senate Bill 784 (2025), which amended Section 177.071, Florida Statutes, by requiring all plats and replats to be administratively approved and requiring all municipalities to designate an administrative official to administratively approve, approve with conditions, or deny plats and replats on or after July 1, 2025; providing for repeal of conflicting resolutions; and providing for an effective date. - Gionni Gallier, Assistant Director of Development and Neighborhood Services.

Ms. Moorer read the resolution by title.

Mr. Gallier stated the amendment was required by the State and the resolution was complying with the recent laws. The plats and replats were now administratively approved as they serve as technical documents.

Staff recommended approval.

Motion made by Deputy Mayor Diaz, Seconded by Councilmember Noble to approve Resolution 2025-34.

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

- 9. PUBLIC HEARING: Ordinance 2025-15: First Reading:** Amending Chapter 16, Article 3, District Regulations, Division 13, Study Area Zone (SAZ); to clarify the application, and to allow for limited minor improvements; providing for repeal of conflicting ordinances; providing for severability; providing for inclusion in the code; and providing for an effective date. - Gionni Gallier, Assistant Director of Development and Neighborhood Services.

Ms. Moorer read the ordinance by title.

Mr. Gallier stated the ordinance was a City initiated amendment that allowed study areas to be limited for minor improvements of valid approvals from the County.

Staff recommended approval.

Motion made by Deputy Mayor Diaz, Seconded by Councilmember Tharp to approve Ordinance 2025-15 on First Reading.

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

10. PUBLIC HEARING: Ordinance 2025-20: First Reading: Amending Chapter 13

"Taxation," Article 5 "Additional Homestead Exemption for persons 65 and older," Section 13-85 "Exemption," to increase the Homestead Exemption for qualifying persons 65 years of age and older; providing for severability, conflicts, codification, delivery of the ordinance, and an effective date. - Tanya Earley, City Attorney.

Ms. Moorer read the ordinance by title.

Ms. Early stated the amendment would allow the City to increase the homestead exemption for seniors over 65 years of age and qualified income and the Council had previously discussed the increase from \$5,000 to \$25,000 per year at a Council meeting.

Staff recommended approval.

Motion made by Deputy Mayor Diaz, Seconded by Councilmember Tharp to approve Ordinance 2025-20 on First Reading.

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

11. Ordinance 2025-16: First Reading: Amending the City of Greenacres' budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, inclusive; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Teri Lea Beiriger, Director of Finance.

Ms. Moorer read the ordinance by title.

Ms. Beiriger stated the budget adjustment was to cover expenses for the the Youth Programs and Parks and Recreation funds due to the wait on grants and other funding delays. Mayor Shaw confirmed the fund expenses were not new expenses and that funds were only being transferred. Ms. Beiriger replied yes.

The total was about \$400 thousand.

Motion made by Councilmember Tharp, Seconded by Councilmember Noble to approve Ordinance 2025-16 on First Reading.

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

12. Ordinance 2025-19: First Reading: Authorizing an amended lease agreement for a portion of Veterans Memorial Park pursuant to Article 6, Section 1(G), of the City's Charter, which requires leases of city-owned property to be approved by ordinance; providing for severability, conflicts, and an effective date. - Tanya Early, City Attorney.

Ms. Moorer read the ordinance by title.

Ms. Early stated the City's Charter required approval of leases. Staff recommended approval of the lease agreement.

Motion made by Councilmember Tharp, Seconded by Councilmember Noble to approve Ordinance 2025-19 on First Reading.
Voting Yea: Deputy Mayor Diaz, Councilmember Noble, and Councilmember Tharp.

DISCUSSION ITEM

13. Charter Review Committee. - Andrea McCue, City Manager.

Ms. McCue stated guidance was needed to determine re-appointment of members as the list of members expires in November of 2025 and she wanted to determine if the Council wanted to reconvene the Committee to review outdated language in the Charter.

The Council agreed to reappoint the board members and reconvene the Charter for review.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Mr. Nathan Galang, resident, thanked the Council for reviewing land acquisitions and he recommended the City find out about ICE activity which involved City residents.

CITY MANAGER'S REPORT

Ms. McCue reminded the Council about upcoming events in the City, such as the Senior Resource Fair and Sunday Sounds. She also mentioned the Parks Master Plan was underway and they should look out for upcoming tasks to review.

CITY ATTORNEY'S REPORT

None.

MAYOR AND CITY COUNCIL REPORT

Councilmember Tharp: Commended Dr. Phillip Harris, Economic Development Director on his outstanding work with the Dine-Local initiative. He mentioned he heard great feedback.

Deputy Mayor Diaz: Also commended Dr. Harris on his engagement with the businesses and his great work with the Dine Local.

Mayor Shaw: Commended Dr. Harris and his outstanding work and leadership with the businesses and their engagement with the City.

ADJOURNMENT

7:10PM.

Chuck Shaw
Mayor

Quintella Moorer, MMC
City Clerk

Date Approved: _____



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Phillip Konz, Fire Chief, Fire Rescue

SUBJECT: MOU between the City/IAFF Local 2928 Allowing for Legacy Firefighters

BACKGROUND

The fire service has a long-standing history of being family oriented with professional values like integrity, courage, service, and teamwork. For generations, firefighters worked side-by-side with relatives (which is called legacy firefighters) and in today's fire service this is allowed throughout most counties and municipalities. The City of Greenacres has a nepotism policy which eliminates this long-standing history from our fire rescue department, and we understand the premise of this policy. The Memorandum of Understanding gives an exception for Greenacres Fire Rescue to have this long-standing tradition with safeguards in place.

ANALYSIS

Greenacres Fire Rescue and the Union have worked together to come to an agreement which will allow for legacy firefighters within our Greenacres Fire Rescue Department. The agreement lays out for the ability to have a relative work within the department but never under direct supervision. The MOU also has administrative safeguards to prohibit the supervision of a relative to include performance evaluations, work assignments, discipline, or any terms and conditions of employment. The City Manager retains ultimate discretion to determine whether a relative's hiring is appropriate and may grant a waiver provided all these safeguards are in place.

FINANCIAL INFORMATION

No financial impact to the City.

LEGAL

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

STAFF RECOMMENDATION

Staff is recommending approval of the MOU between the City and the IAFF Local 2928 Union.



PROFESSIONAL FIREFIGHTERS/PARAMEDICS OF PALM BEACH COUNTY, LOCAL 2928, I.A.F.F., INC.

3713 S. Congress Ave, Palm Springs FL, 33406 561969.0729 www.IAFF2928.com



Memorandum of Understanding between the City of Greenacres and the Professional Firefighters/Paramedics of Palm Beach county Local IAFF 2928

WHEREAS, the City of Greenacres and the Professional Firefighters/Paramedics of Palm Beach County, Local 2928, I.A.F.F., Inc. ("Union"), relating to the supervisory bargaining unit, have entered into a Collective Bargaining Agreement ("CBA") effective October 1, 2023 through September 30, 2026; and

WHEREAS, Article 5 (Management Rights) #5 and #6 of the CBA reserves to the City the right to hire, examine, classify, and manage employees, subject to the terms of the Agreement; and

WHEREAS, the City's Personnel Policies, consistent with Section 112.3135, Florida Statutes, restrict the employment of relatives; and

WHEREAS, the City Manager and Fire Chief desire to provide an exception in Fire Rescue to allow qualified applicants who are relatives of current Fire Department employees to be considered for employment, provided that appropriate safeguards are in place to prevent conflicts of interest;

NOW, THEREFORE, the City and the Union agree as follows:

1.Exception

The City and the Union agree that qualified applicants who are immediate family members of current Fire Department employees may be considered for employment within the Greenacres Fire Department, notwithstanding the City's general nepotism prohibitions, provided that this MOU's safeguards are observed and that no individual is hired who is a relative of the City Manager, the Fire Chief or the Director of Human Resources.

2.Prohibition of Direct Supervision

No employee shall be employed, assigned, or transferred to a position where they are subject to the direct supervision, evaluation, or disciplinary authority of a relative. For purposes of this section, "direct supervision" includes authority over scheduling, work assignments, performance evaluations, promotions, discipline, or any terms and conditions of employment.

3.Prohibition on Recommendations

The City's policy regarding the prohibition against a public official advocating or recommending relatives for appointment, employment, promotion, or advancement remains in effect and applicable to the bargaining unit.

4.Administrative Safeguards

The Fire Chief, in consultation with the City Manager, shall ensure that no assignment, transfer, or promotion results in relatives being placed within or under the same chain of command of their relative. If a potential conflict arises due to operational needs, the Department shall make reasonable accommodations, including reassignment, to maintain compliance with this section.

5.Current Standards Maintained

All applicants, including relatives of current employees, must meet the same testing, certification, and qualification standards as any other applicant. Nothing in this MOU creates preferential treatment, automatic hiring, or immunity from discipline.

6.Waiver Authority

Consistent with City policy, the City Manager retains ultimate discretion to determine whether a relative's hiring is appropriate and may grant a waiver provided safeguards are in place.

Andrea McCue,
City Manager of Greenacres

Date

Phil Konz, Fire Chief

Date

Jeffrey Newsome
Union President

Date

5/29/2025

"One Union One Family"

Jeffrey Newsome
President

Angelo D'Ariano
Secretary/Treasurer

Craig Gerlach
1st Executive Vice President

David Toohy
2nd Executive Vice President

Mike O'Brien
1st Legislative Vice President

Bryan Prather
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WHEREAS, Article 5 (Management Rights) #5 and #6 of the CBA reserves to the City the right to hire, examine, classify, and manage employees, subject to the terms of the Agreement; and

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City Manager of Greenacres

Date

Phil Konz, Fire Chief

Date

Jeffrey Newsome
Union President

Date

8/29/2025

"One Union One Family"

Jeffrey Newsome
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David Toohey
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Andrea McCue,
City Manager of Greenacres

Date

Phil Konz, Fire Chief

Date

Jeffrey Newsome
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Bryan Prather
2nd Legislative Vice President



ITEM SUMMARY

MEETING DATE: September 3, 2025

FROM: Monica Powery, Director of Purchasing

SUBJECT: Award of RFP No. 25-008 Background Screening Services

BACKGROUND

The City of Greenacres desires to hire an experienced and qualified vendor to provide background screening services for the City's Human Resources Division. The RFP was advertised by the City's Purchasing Department on June 1, 2025.

ANALYSIS

The proposals were opened July 1, 2025 with four (4) proposers responding. One submission was deemed non-responsive because the vendor did not submit the required documents. The attached tabulation sheet summarizes the responses received. The Selection Committee was comprised of the following City personnel: Assistant City Clerk, Human Resources Manager, and the Human Resources Coordinator.

The Selection Committee meeting was held on July 24, 2025 to discuss evaluations, determine if further discussions/presentations were desired, rank and award proposers. The committee determined that further discussions and presentations were not necessary. The committee ranked First Choice Research & Investigations, LLC dba First Choice Background Screening as the highest ranked firm. The attached tabulation sheet summarizes the committee's final ranking.

FINANCIAL INFORMATION

Funds will be utilized as needed throughout the fiscal year; sufficient funds are budgeted in the Human Resources and Risk Management Department.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolution No. 2025-35 authorizing execution of a one-year agreement with the option for four (4) additional one-year renewals for RFP No. 25-008 Background Screening Services to First Choice Research & Investigations, LLC dba First Choice Background Screening.

RESOLUTION NO. 2025-35

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING THE PROFESSIONAL SERVICE AGREEMENT BETWEEN THE CITY OF GREENACRES AND FIRST CHOICE RESEARCH & INVESTIGATIONS, LLC DBA FIRST CHOICE BACKGROUND SCREENING. TO PROVIDE BACKGROUND SCREENING SERVICES; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City is in need of an experienced and qualified vendor to provide Background Screening Services for the City's Human Resources Division.; and

WHEREAS, The Purchasing Department (the "Department") issued Request for Proposal No. 25-008 (the "RFP"); and

WHEREAS, the RFP was advertised in the legal notices section of the Palm Beach Post on June 1, 2025, and a notice was also sent to one hundred and eight (108) prospective proposers via DemandStar; and

WHEREAS, on July 1, 2025 at 3:00 p.m. EST, the RFP closed and the Purchasing Department received four (4) proposals which were reviewed by staff to ensure the responses met the RFP requirements. One submission was deemed non-responsive. The other three proposals received were determined to be both responsive and responsible; and

WHEREAS, the Selection Committee (the "Committee") met on July 24, 2025 to discuss and evaluate the firms to determine which would be in the best interest of the City; and

WHEREAS, the Selection Committee determined that First Choice Research & Investigations, LLC dba First Choice Background Screening was the highest-ranked proposer, fully responsive and responsible, and recommends award of the agreement.

Resolution No. 2025-35 | Background Screening Services

Page No. 2

WHEREAS, the agreement will be for an initial term of one (1) year, with the option to renew for up to four (4) additional one-year terms, subject to mutual agreement and appropriation of funds by the City Council; and

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

SECTION 1. The City Council hereby awards RFP No. 25-008 to First Choice Research & Investigations, LLC dba First Choice Background Screening and authorizes the execution of an agreement for background screening services.

SECTION 2. The agreement shall be for an initial term of one (1) year, with the option to renew for up to four (4) additional one-year terms, subject to mutual agreement and appropriation of funds by the City Council.

SECTION 3. The City Council authorizes the appropriate City Officials to execute the agreement and take all necessary actions to carry out the intent of this Resolution.

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

Resolution No. 2025-35 | Background Screening Services

Page No. 3

RESOLVED AND ADOPTED this 17th of day of September 2025

Chuck Shaw, Mayor

Attest:

Quintella Moorer, City Clerk

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

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

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

Voted:
Susy Diaz, Deputy Mayor

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

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

EXHIBIT A

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street NW, Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street NW, Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer

reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-567-8688.
- The following FCRA right applies with respect to nationwide consumer reporting agencies:

CONSUMERS HAVE THE RIGHT TO OBTAIN A SECURITY FREEZE

You have a right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit.

As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
<p>1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street NW Washington, DC 20552</p> <p>b. Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue NW Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act.</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group P.O. Box 53570 Houston, TX 77052</p> <p>b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480</p> <p>c. Division of Depositor and Consumer Protection National Center for Consumer and Depositor Assistance Federal Deposit Insurance Corporation 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Financial Protection 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Assistant General Counsel for Office of Aviation Consumer Protection Department of Transportation 1200 New Jersey Avenue SE Washington, DC 20590</p>
<p>4. Creditors Subject to the Surface Transportation Board</p>	<p>Office of Public Assistance, Governmental Affairs, and Compliance Surface Transportation Board 395 E Street SW Washington, DC 20423</p>
<p>5. Creditors Subject to the Packers and Stockyards Act, 1921</p>	<p>Nearest Packers and Stockyards Division Regional Office</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Administrator, Office of Capital Access United States Small Business Administration 409 Third Street SW, Suite 8200 Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F Street NE Washington, DC 20549</p>
<p>8. Institutions that are members of the Farm Credit System</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue NW Washington, DC 20580 (877) 382-4357</p>

PROFESSIONAL SERVICES AGREEMENT
(Background Screening Services)

THIS AGREEMENT ("Agreement") is made this 17th day of September 2025, between the **City of Greenacres**, a Florida municipal corporation ("City") and **First Choice Research & Investigations, LLC dba First Choice Background Screening.**, a corporation authorized to do business in the State of Florida ("Consultant").

RECITALS

WHEREAS, On June 1, 2025 the City issued a request for proposals for background screening services (RFP No. 25-008) seeking qualified vendors to provide background screening services for the City's Human Resources Division to represent the City ("RFP"); and

WHEREAS, in response to the RFP, Contractor timely submitted its Proposal and was evaluated by the City's Selection Committee as the highest ranked responsive-responsible proposer whose proposal, qualifications and references demonstrated to be the most advantageous to the City in the procurement of Background Screening Services; and

WHEREAS, the City desires to award the RFP to the Consultant; and

WHEREAS, the purpose of this Agreement is to set forth certain terms and conditions for the provision of services by the Consultant to the City.

NOW, THEREFORE, in consideration of the premises and mutual covenants herein contained, the sufficiency of which is hereby acknowledged by the parties, the City and the Consultant agree as follows:

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

SECTION 2: CONSULTANT'S SERVICES. The Consultant shall provide the City with background screening services as further described and set forth in the RFP. The RFP is incorporated into this Agreement by reference.

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

SECTION 4: TERM AND TERMINATION.

(a) Term. The term of this Agreement shall commence upon the approval of this Agreement by the City Council and shall be for an initial term of one (1) year with additional four (4) one (1) year renewal options unless earlier terminated as stated herein. The one (1) year renewal options shall be exercised by written amendment to this Agreement signed by both parties.

(b) Termination without cause. Either party may terminate this Agreement at any time with or without cause by giving not less than sixty (60) days written notice of termination.

(c) Effect of Termination. Termination of this Agreement shall not affect any rights, obligations, and liabilities of the parties arising out of transactions which occurred prior to termination. Upon termination of this Agreement, the Consultant shall stop all work in progress and promptly provide the City with all deliverables (including any incomplete deliverables) in its possession that were created under this Agreement. The deliverables shall be provided to the City in a format acceptable to the City. Failure to comply with the foregoing will authorize the City to withhold (or direct others to withhold) any and all payments to the Consultant under this Agreement until the Consultant fully complies with the foregoing.

(d) This Agreement is subject to budgeting and appropriation by the City of funds sufficient to pay the costs associated herewith in any fiscal year of the City. Termination of this Agreement for lack of budgeting or appropriation shall be without penalty or expense to the City of any kind whatsoever; however, City shall pay Consultant for all services performed under this Agreement through the date of termination.

SECTION 5: COMPENSATION.

(a) Compensation. The Consultant's compensation shall be consistent with the commission and fees set forth in **Exhibit "A"** attached hereto and incorporated herein. If the City seeks services from the Consultant that are not set forth in the RFP and addressed in **Exhibit "A"**, the City and Consultant shall agree to the compensation in writing prior to the Consultant performing such services. The City shall not pay or reimburse the Consultant for any additional costs or expenses incurred as a direct or indirect result of the Consultant providing services to the City under this Agreement unless both the City and the Consultant execute a written amendment to this Agreement. The City Manager is authorized to approve additional compensation to the Consultant in an amount not to exceed \$35,000 per fiscal year; otherwise, the amendment must be approved by the City Council.

(b) Invoices. For compensation to be paid directly by the City, the Consultant shall render monthly invoices to the City for services that have been rendered in conformity with this Agreement in the previous month. The invoices shall specify the services performed and the time spent on such work. All reimbursable expenses shall also be clearly identified on the invoice with supporting documentation. Invoices will normally be paid within thirty (30) days following the City's receipt of the Consultant's invoice.

SECTION 6: INDEMNIFICATION. The Consultant, its officers, employees and agents shall indemnify and hold harmless the City, including its officers, employees and agents from liabilities, damages, losses, and costs, including but not limited to, reasonable attorney's fees (at the trial and appellate levels), to the extent caused by the negligence of the Consultant, its officers, directors, employees, representatives and agents employed or utilized by the Consultant in the performance of the services under this Agreement. The City agrees to be responsible for its own negligence. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the City or the Consultant, nor shall this Agreement be construed as a waiver of sovereign immunity for the City beyond the waiver provided in section 768.28, Florida Statutes, nor shall the City indemnify the Consultant.

SECTION 7: COMPLIANCE AND DISQUALIFICATION. Each of the parties agrees to perform its responsibilities under this Agreement in conformance with all laws, regulations and administrative instructions that relate to the parties' performance of this Agreement, including, without limitation, the applicable licensure requirements and Florida Public Records laws.

SECTION 8: FEDERAL AND STATE TAX. The City is exempt from payment of Florida State Sales and Use Tax. The Consultant is not authorized to use the City's Tax Exemption Number.

SECTION 9: INSURANCE. Prior to commencing any services, the Consultant shall provide proof of insurance coverage as required hereunder. Such insurance policy(s) shall be issued by the United States Treasury or insurance carriers approved and authorized to do business in the State of Florida, and who must have a rating of no less than "excellent" by A.M. Best or as mutually agreed upon by the City and the Consultant. The required insurance policies may not be modified or terminated without the express written authorization of the City.

<u>Type of Coverage</u>	<u>Amount of Coverage</u>
Professional liability/ Errors and Omissions	\$1,000,000 per occurrence
Commercial general liability (Products/completed operations Contractual, insurance broad form property, Independent Consultant, personal injury)	\$1, 000,000 per occurrence \$1,000,000 annual aggregate
Worker's Compensation	\$ statutory limits

The commercial general liability and any excess liability policies will name the City as an additional insured on a primary, non-contributing basis and proof of all insurance coverage shall be furnished to the City by way of an endorsement to same or certificate of insurance prior to the provision of services. The additional insured and certificate holder address shall read: City of Greenacres, 5800 Melaleuca Lane, Greenacres, FL 33463.. The certificates shall clearly indicate that the Consultant has obtained insurance of the type, amount, and classification as required for strict compliance with this section. Failure to comply with the foregoing requirements shall not relieve Consultant of its liability and obligations under this Agreement.

SECTION 10: OWNERSHIP OF DOCUMENTS. All deliverables created under this Agreement for the City shall be or become the property of the City. The Consultant may keep copies or samples of the deliverables and may utilized copies or samples of the deliverables at its own risk without recourse against the City; provided that, any and all references to the City is removed from the deliverables, without limitation, the logo or seal of the City. The City may use, reuse, edit, publish, copyright or take any action with regards to the deliverables in its sole discretion at any time and the Consultant shall have no ownership interest in or other intellectual property rights to the deliverables.

SECTION 11: SUCCESSORS AND ASSIGNS. The City and the Consultant each binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Except as agreed in writing by all parties, this Agreement is not assignable.

SECTION 12: DISPUTE RESOLUTION, LAW, VENUE AND REMEDIES. All claims arising out of this Agreement or its breach shall be submitted first to mediation. The parties shall share the mediator's fee equally. The mediation shall be held in Palm Beach County. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. This Agreement shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Agreement will be held in Palm Beach County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

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

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

SECTION 15: EQUAL OPPORTUNITY EMPLOYMENT. The Consultant warrants and represents that it will not discriminate against any employee or applicant for employment for services under this Agreement because of race, color, religion, sex, age, national origin, or disability and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, religion, sex, age, national origin or disability. This provision shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships.

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

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

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

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

City of Greenacres
Attn: Purchasing Agent
5800 Melaleuca Lane
Greenacres, FL 33463

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

First Choice Research & Investigations, LLC dba First Choice Background Screening
Nicole Morales
4611 S. University Drive #314
Davie, FL 33328

The foregoing names and addresses may be changed if such change is provided in writing to the other party.

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

SECTION 21: WAIVER. Failure of a party to enforce or exercise any of its right(s) under this Agreement shall not be deemed a waiver of that parties' right to enforce or exercise said right(s) at any time thereafter.

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

SECTION 23: MATERIALITY. All provisions of the Agreement shall be deemed material. In the event Consultant fails to comply with any of the provisions contained in this Agreement or exhibits,

amendments and addenda attached hereto, said failure shall be deemed a material breach of this Agreement and City may at its option provide notice to the Consultant to terminate for cause.

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

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

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

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

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

SECTION 29: AGREEMENT CONTROLLING. This Agreement consists of the terms and conditions herein, the RFP and Exhibit "A" and represent the sole agreement of the parties. This Agreement supersedes any prior written or oral agreements of the parties. If there are any conflicts between the terms and conditions of this Agreement and the aforementioned documents, the terms and conditions of this Agreement shall take precedence with the RFP next taking precedence.

SECTION 30: E-VERIFY. Pursuant to Section 448.095(2), Florida Statutes, beginning on January 1, 2021, the CONSULTANT shall:

- A. Register with and use the E-Verify system to verify the work authorization status of all newly hired employees and require all subcontractors (providing services or receiving funding under this Agreement) to register with and use the E-Verify system to verify the work authorization status of all the subcontractors' newly hired employees;
- B. Secure an affidavit from all subcontractors (providing services or receiving funding under this Agreement) stating that the subcontractor does not employ, contract with, or subcontract with an "unauthorized alien" as defined in Section 448.095(1)(k), Florida Statutes;
- C. Maintain copies of all subcontractor affidavits for the duration of this Agreement and provide the same to the CITY upon request;
- D. Comply fully, and ensure all of its subcontractors comply fully, with Section 448.095, Florida Statutes;

- E. Be aware that a violation of Section 448.09, Florida Statutes (Unauthorized aliens; employment prohibited) shall be grounds for termination of this Agreement; and,
- F. Be aware that if the CITY terminates this Agreement under Section 448.095(2)(c), Florida Statutes, the CONSULTANT may not be awarded a contract for at least 1 year after the date on which the Agreement is terminated and will be liable for any additional costs incurred by the CITY as a result of the termination of the Agreement.

SECTION 31: PUBLIC RECORDS. The Consultant shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the City as provided under section 119.011(2), Florida Statutes, specifically agrees to:

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

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS OR DESIGNEE AT (561) 642-2006, CITYCLERK@GREENACRESFL.GOV, OR 5800 MELALEUCA LANE, GREENACRES, FL 33463.

SECTION 32. EQUAL OPPORTUNITY EMPLOYMENT. CONSULTANT agrees that it will not discriminate against any employee or applicant for employment for work under this Agreement because of race, color, religion, sex, age, national origin, or disability and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, religion, sex, age, national origin or disability. This provision shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships.

SECTION 33: CONFIDENTIAL AND PROPRIETARY INFORMATION. Each party (the "Receiving Party") will keep confidential and not disclose to any other person or entity or use (except as expressly and unambiguously authorized by this Agreement) information, technology or software ("Confidential Information") obtained from the other party (the "Disclosing Party"); provided, however, that the Receiving Party will not be prohibited from disclosing or using information (i) that at the time of disclosure is publicly available or becomes publicly available through no act or omission of the Receiving Party, (ii) that is or has been disclosed to the Receiving Party by a third party who is not under, and to whom the Receiving Party does not owe, an obligation of confidentiality with respect thereto, (iii) that is or has been independently acquired or developed by the Receiving Party without access to the Disclosing Party's Confidential Information, (iv) that is already in the Receiving Party's possession at the time of disclosure, or (v) that is required to be released by law.

SECTION 34: NO THIRD PARTY BENEFICIARIES. There are no third party beneficiaries under this Agreement.

SECTION 35: SCRUTINIZED COMPANIES.

(a) The Consultant certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List and are not engaged in the boycott of Israel. Pursuant to section 287.135, Florida Statutes, the City may immediately terminate this Agreement at its sole option if the Consultant or any of its subcontractors are found to have submitted a false certification; or if the Consultant or any of its subcontractors, are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of this Agreement.

(b) If this Agreement is for one million dollars or more, the Consultant certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged in business operations in Cuba or Syria as identified in Section 287.135, Florida Statutes. Pursuant to Section 287.135, the City may immediately terminate this Agreement at its sole option if the Consultant, or any of its subcontractors are found to have submitted a false certification; or if the Consultant or any of its subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or are or have been engaged with business operations in Cuba or Syria during the term of this Agreement.

(c) The Consultant agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.

(d) The Consultant agrees that the certifications in this section shall be effective and relied upon by the City for the term of this Agreement, including any and all renewals.

(e) The Consultant agrees that if it or any of its subcontractors' status changes in regards to any certification herein, the Consultant shall immediately notify the City of the same.

(f) As provided in Subsection 287.135(8), Florida Statutes, if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

SECTION 36: ADA COMPLIANCE. If the Consultant is providing software and/or other digital services that may be accessed by the public via the City's website, the Consultant shall ensure said software and/or other digital services are compliant with the Americans with Disabilities Act including, without limitation, providing for website accessibility consistent with the WCAG 2.0AA standards for accessibility or better.

SECTION 37: COMPLIANCE WITH SECTION 787.06, FLORIDA STATUTES (2024)

By signing this Agreement before a notary public and taking an oath under the penalty of perjury, the CONSULTANT attests and warrants that the CONSULTANT does not use coercion for labor or services as defined in section 787.06, Florida Statutes (2024).

IN WITNESS WHEREOF, the parties hereto have made and executed this Professional Services Agreement (Background Screening Services) as of the day and year it is approved by the City Council and fully executed by the City.

CITY OF GREENACRES, FLORIDA

By: _____
Chuck Shaw, Mayor

ATTEST:

Quintella Moorer, City Clerk

Approved as to form and legal sufficiency:

Glen J. Torcivia, City Attorney

CONSULTANT:

By: _____

[Corporate Seal]

Print Name: _____

Title: _____

STATE OF _____)

COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____, who was physically present, as _____ (title), of _____ (name of entity) which is authorized to do business in the State of Florida, and who is personally known to me or who has produced the following _____ as identification.

Notary Public

Print Name: _____

My commission expires: _____

EXHIBIT "A"
Background Screening Services Compensation



EXHIBIT "A"
Background Screening Services Compensation
CITY OF GREENACRES
RFP NO. 25-008
BACKGROUND SCREENING SERVICES

SECTION III – PRICING PAGE
(Page 1 of 4)

BASE BID - PACKAGES			
Description	Qty*	Unit Price	Extended Price
Package 1 Includes the following: <ul style="list-style-type: none"> FDLE/Statewide Criminal Records (1 name, current state of residence) State Sex Offender Registry Education Verification (highest degree earned) Past Employment Verification (max 10 years)(up to 4) Personal/Professional Reference Check (3) [MUST PROVIDE 3 ATTEMPTS EACH] 	3	\$77.95 (up to to 4 employers)	\$233.85
Package 2 Includes the following: <ul style="list-style-type: none"> FDLE/Statewide Criminal Records (1 name, current state of residence) State Sex Offender Registry Education Verification (highest degree earned) Past Employment Verification (max 10 years) Personal/Professional Reference Check (3) [MUST PROVIDE 3 ATTEMPTS EACH] Motor Vehicle Record (1 state) 	31	\$81.95 (up to to 4 employers)	\$2,540.45
Package 3 Includes the following: <ul style="list-style-type: none"> FDLE/Statewide Criminal Records (1 name, current state of residence) Education Verification (highest degree earned) Past Employment Verification (up to 10 years) Personal/Professional Reference Check (3) [MUST PROVIDE 3 ATTEMPTS EACH] Motor Vehicle Record (1 state) State Sex Offender Registry 	15	\$81.95 (up to to 4 employers)	\$1,229.25
Package 4 Includes the following: <ul style="list-style-type: none"> Education Verification (highest degree earned) Past Employment Verification (up to 10 years) Personal/Professional Reference Check (3) [MUST PROVIDE 3 ATTEMPTS EACH] Motor Vehicle Record (1 state) State Sex Offender Registry 	14	\$72.95 (up to to 4 employers)	\$1,021.30
Package 5 Includes the following: <ul style="list-style-type: none"> FDLE/Statewide Criminal Records (1 name, current state of residence) State Sex Offender Registry 	65	\$12.50	\$812.50
TOTAL			\$5,837.35



**CITY OF GREENACRES
RFP NO. 25-008
BACKGROUND SCREENING SERVICES**

SECTION III – PRICING PAGE
(Page 2 of 4)

ALA CARTE - CRIMINAL HISTORY SEARCHES	
Description	Unit Price
County Criminal Records (1 name, current county of residence)	\$9.50
Statewide Criminal Records (1 name, current state of residence)	\$9.50
Nationwide Criminal Records (1 name, includes nationwide sex offender)	\$9.00
IRS Employment Records (1 name, up to 7 years)	Not included per Addendum
Federal District Criminal Records (1 name, current district of residence)	\$10.00
Federal District Civil Record Search (1 name, current district of residence)	\$10.00
Statewide Federal District Court Criminal Record Search (1 name)	\$12.00
Nationwide Federal District Court Criminal Record Search (1 name)	\$15.00
Expanded Nationwide Federal Search (1 name, includes criminal, civil, and bankruptcy)	\$25.00
Nationwide Sex Offender Registry (1 name)	\$5.00
Megan's Law (Statewide) Sex Offender Registry (1 name, 1 state)	\$5.00
International Criminal Record Search	varies by country

ALA CARTE - MOTOR VEHICLE RECORD (MVR)	
Description	Unit Price
Motor Vehicle Record (1 state)	\$4.00



**CITY OF GREENACRES
RFP NO. 25-008
BACKGROUND SCREENING SERVICES**

**SECTION III – PRICING PAGE
(Page 3 of 4)**

ALA CARTE - VERIFICATIONS / REFERENCES	
Description	Unit Price
Education Verification (1 school)	\$9.50
Employment Verification (1 employer)	\$9.50
Employment Verification (5 year history)	\$23.00
Employment Verification (10 year history) (up to 4)	\$32.50
DOT Employment Verification (1 employer)	\$12.50
Professional License / Credential Verification (1 license)	\$9.50
Personal Reference Check (1 reference)	\$9.50
Professional Reference Check (1 reference)	\$9.50
Public Records Request (1 government agency) (optional)	\$9.50
Military Service Verification (1 branch)	\$9.50
International Education (1 school)	\$52.00
International Employment (1 employer)	\$52.00

ALA CARTE - SANCTION DATABASES	
Description	Unit Price
Office of the Inspector General (OIG) Database Check (1 name)	\$5.00
Office of Foreign Assets Control (OFAC) Terrorist Watch List (1 name)	\$5.00
SAM (GSA / EPLS) Sanctions Check (1 name)	\$5.00
FACIS (Level 3)	\$10.00
Financial Sanctions Check (1 name)	\$5.00

Note: OIG, OFAC, SAM, Sanctions and more all contained in FirstWatch - \$5.00



**CITY OF GREENACRES
RFP NO. 25-008
BACKGROUND SCREENING SERVICES**

**SECTION III – PRICING PAGE
(Page 4 of 4)**

ALA CARTE - ADDITIONAL SERVICES	
Description	Unit Price
Fair Credit Reporting Action (FCRA) Pre-Adverse Action Notification Letter (Prepare Only)	\$2.00
Fair Credit Reporting Action (FCRA) Adverse Action Notification Letter (Prepare Only)	\$2.00
Social Security Trace (7-year address and name history, including validation)	\$3.00
National Sex Offender Registry	\$5.00
Priority Fee	\$15.00

***Quantity is only an estimate and not a guarantee.**

IMPORTANT 3RD PARTY FEES & SERVICE DETAILS

ACCESS FEES: ANY GOVERNMENTAL OR THIRD-PARTY ACCESS FEES, INCLUDING WITHOUT LIMITATION, COURT FEES, STATE REPOSITORY FEES, MVR FEES, EMPLOYMENT VERIFICATION FEES, EDUCATION VERIFICATION FEES, ARE PASSED THROUGH TO THE CLIENT AT FIRST CHOICE'S COST. A DETAILED ACCESS FEE LIST WILL BE PROVIDED UPON REQUEST.

DRUG SCREENING: ANY CANCELLED DRUG SCREENING ORDERS, "OUT OF NETWORK" THIRD-PARTY OR PREFERRED THIRD-PARTY DRUG TEST COLLECTION FEES ARE PASSED THROUGH TO CLIENT AT FIRST CHOICE'S COST PLUS AN ADMINISTRATIVE FEE. LAB-BASED PRICES QUOTED ARE BUNDLED AND INCLUSIVE OF BOTH GC/MS AND MRO CONFIRMATION.

OCCUPATIONAL HEALTHCARE SERVICES: PRICES QUOTED ABOVE DO NOT INCLUDE "THIRD-PARTY CLINIC FEES" WHICH WILL BE PASSED THROUGH AT FIRST CHOICE'S COST. CANCELLED OR NO-SHOW APPOINTMENTS WILL BE BILLED AT YOUR STANDARD SERVICE RATE.

COUNTY CRIMINAL & CIVIL COURT RECORDS: A SEARCH OF AVAILABLE CRIMINAL COURT RECORDS IS CONDUCTED AT THE PRIMARY HIGHER COURT (E.G., COUNTY SEAT) IN THE COUNTY SEARCHED. ALL DISCOVERED FELONY AND MISDEMEANOR RECORDS ARE REPORTED IN ACCORDANCE WITH THE STATE AND FEDERAL LAW, IN FULL COMPLIANCE WITH REGULATED CONSUMER REPORTING LIMITATIONS.

STATE REPOSITORY CRIMINAL DATABASE RECORDS: A SEARCH OF AVAILABLE STATE REPOSITORY DATABASE RECORDS IS CONDUCTED IN PERSON OR VIA REAL-TIME ONLINE ACCESS TO THE REPOSITORY. ALL DISCOVERED RECORDS ARE REPORTED IN ACCORDANCE WITH STATE AND FEDERAL LAW, IN FULL COMPLIANCE WITH REGULATED CONSUMER REPORTING LIMITATIONS.

FIRSTCHECK DATABASE & NATIONAL SEX OFFENDER REGISTRY RECORDS: FIRSTCHECK RECORDS ARE VALIDATED AT THE PRIMARY SOURCE PRIOR TO REPORTING. CLIENT IS CHARGED FOR THE VALIDATION AT THE RATE OF THE PRIMARY SOURCE SEARCH.

INTERNATIONAL SERVICES: THE AVAILABILITY AND PRICE FOR INTERNATIONAL CRIMINAL RECORDS SEARCHES VARY BY COUNTRY AND ARE GENERALLY PRICED HIGHER, THAN A DOMESTIC U.S. SEARCH. TURNAROUND TIME IS ALSO LONGER. PLEASE ASK FOR A SPECIFIC INTERNATIONAL CRIMINAL RECORD SEARCH QUOTE AND TURNAROUND TIME ESTIMATE BEFORE ORDERING.

FINGERPRINTING SERVICES: PRICES QUOTED ABOVE DO NOT INCLUDE STATE AND/OR FEDERAL FEES WHICH WILL BE PASSED THROUGH AT FIRST CHOICE'S COST. CANCELLED OR NO-SHOW APPOINTMENTS WILL BE BILLED AT YOUR STANDARD SERVICE RATE.

APPLICANT PAY: PRICE QUOTED DOES NOT INCLUDE PROCESSING FEE WHICH WILL BE ADDED TO THE TOTAL APPLICANT CHARGE.

International Criminal Records



Standard Requirements: Subject's Full Name, Date of Birth, Current Address, Authorization Form, and Reason for Request

Country	Level of Search	Fee	Turnaround Time (business days)	Additional Requirements
Afghanistan	N/A			
Albania	Nationwide	\$142.00	20	Mother's Maiden Name Father's Full Name- first name and last name Complete In-Country Address Town of Birth Copy of National ID or Passport (Expired passport or Albania National ID will be accepted with a copy of a valid USA driver's license)
Algeria	Local	\$174.00	12	Complete In-Country Address
American Samoa	Nationwide	\$35.00	14-21+	
Andorra	Nationwide	\$165.00	10	
Angola	Nationwide	\$174.00	15	Complete in-country address Copy of National ID (any country) Passport (any country) or copy of US Driver's License- identification must be valid *Expired identification is acceptable as long as another valid ID from any country is provided.
Anguilla	Nationwide	\$95.00	7	Complete In-Country Address Copy of National ID or Passport
Antigua & Barbuda	Local	\$95.00	12	Complete In-Country Address (PO Box address is acceptable)
Argentina	Nationwide	\$95.00	8	Mother's Maiden Name Complete In-Country Address Copy of DNI Card (front/back) or Argentina Passport for Citizens/Copy of Passport for Non-Citizens
Armenia	Nationwide	\$142.00	12	Applicant name in Armenian characters Complete In-Country Address Copy (front and back) of National ID or Passport
Aruba	National	\$39.00	2-4	
Australia	Nationwide (Federal Police)	\$100.00	15	Complete Australia Address City and Country of Birth 100pt ID Required (Please see AU AFP Application Form for detailed instruction on what makes up 100pt of ID for citizens and non-citizens) *
Austria	Local	\$83.00	10	Complete in-country address
Azerbaijan	Nationwide	\$124.00	10	Copy of National ID, Passport, or US Driver's License Complete In-Country Address
Bahamas	Nationwide	\$48.00	7	Complete In-Country Address Copy of passport; or Copy (front and back) of National ID; or Copy (front and back) of Driver's License
Bahrain	Nationwide	\$138.00	7	Complete In-Country Address Citizens ID Requirement- Copy (front and back) of Bahrain National ID or Copy of Bahrain Passport; Foreigners ID Requirement- Copy (front and back) of Bahrain Resident Card containing Personal/CPR Number (preferred ID for this service), Copy (front/back) Temporary Population Card or Copy of Foreign Passport.
Bangladesh	Local	\$142.00	22	Complete in-country address
Barbados	Local	\$50.00	7	Complete in-country address
Belarus	Nationwide	\$174.00	9	Complete In-Country Address Citizens: Copy (front and back) of Belarus National ID or Copy of Belarus Passport. Non-Citizens: Copy of Foreign Passport or US Driver's License
Belgium	Local	\$79.00	4-13	Complete in-country address
Belgium	Nationwide (Police) - Non-Resident Only	\$85.00	7+	Last Known Belgium Address Copy of Passport
Belize	Local	\$48.00	10	Complete in-country address
Benin	Nationwide	\$174.00	14	Complete In-Country Address Copy of National ID or Passport
Bermuda	Nationwide (Magistrate Court)	\$100.00	15	Complete In-Country Address Clear Color Copy of valid Passport and valid Bermuda or US Driver's License Bermuda Release Form Special Release: A wet ink signature is required. The signature on the ID must exactly match the signature on this form.
Bhutan	Nationwide	\$200.00	10	Complete in-country address
Bolivia	Local	\$100.00	10	Mother's Maiden Name Complete In-Country Address
Bosnia & Herzegovina	Nationwide	\$175.00	14	Complete In-Country Address Copy of National ID or Passport
Botswana	Nationwide	\$135.00	8	Complete In-Country Address Copy of (front and back) of National ID or Copy of Passport*
Brazil	Nationwide	\$82.00	5	Full Legal Name (as listed on the candidate's ID- must include middle name)* Mother's Full Name (plus maiden name) Complete In-Country Address CPF Number (11 digits)- all citizens, as well as foreigners who have worked or gone to school in Brazil, should have a CPF number
Brunei	Nationwide	\$175.00	17	Complete in-country address

Bulgaria	Nationwide	\$138.00	15	Complete In-Country Address Citizens: Copy (front and back) of EGN Personal ID Card or Copy of Bulgarian Passport. Foreigners: Copy (front and back) of LNCh Personal ID card or Ministry of Interior Residence Permit or Copy of Foreign Passport* Special Release: Wet ink signature is required *IMPORTANT: A passport or residence permit are acceptable IDs to provide for foreigners; however, please note foreigners MUST still provide a LNCH personal ID number (10-digits) on the Bulgaria Bilingual Power of Attorney Form. We cannot run the search without this number, no exceptions.
Burkina Faso	Nationwide	\$174.00	9	Complete in-country address
Burundi	Nationwide	\$175.00	10	Complete in-country address
Cambodia	Nationwide	\$69.00	9	Complete in-country address
Cameroon	Nationwide (Living out of Country)	\$104.00	10	Copy of Passport
Cameroon	Nationwide (Living in Country)	\$104.00	10	Copy of ID Citizens: Copy of birth certificate or Copy (front and back) of valid Cameroon National ID Card (a passport is not acceptable for citizens of Cameroon) Foreigners: Copy of Passport
Canada	Nationwide (CPIC) Integrated search validates applicant's disclosed convictions; fingerprints are required to obtain additional information on disclosed cases and any additional cases.	\$22.50	1-2	Special Signed Release Copies of 2 IDs that include the subject's Name and DOB, one must be photo ID.
Canada	Nationwide (CRJMC) Manual search validates applicant's disclosed convictions, along with judicial matters, pending charges, warrants; fingerprints are required to obtain additional information on disclosed cases and any additional cases.	\$39.95	3-5	Special Signed Release Copies of 2 IDs that include the subject's Name and DOB, one must be photo ID.
Canada	(Provincial Level) - Manual process only	74.58 + Disb.	Varies by Province	Special Signed Release Copies of 2 IDs that include the subject's Name and DOB, one must be photo ID.
Canary Islands	Local	\$110.00	14	Complete In-Country Address
Cape Verde	Nationwide	\$100.00	9	Complete In-Country Address Copy of National ID or Passport
Cayman Islands	National	\$85.00	9-11	Complete In-Country Address
Central African Republic	Nationwide	\$165.00	12	Copy of Valid National ID, Passport, or Driver's License from Any country* *Front and back copies are required for double-sided IDs.
Chad	Nationwide	\$203.00	14	Copy of Chad National ID or Copy of Chad or Foreign Passport Complete In-Country Address
Chile	Nationwide	\$76.00	6	Mother's Maiden Name Complete In-Country Address Chile National ID Number (RUT/RUN 8-9 digits) for citizens or Passport Number and country of issue for non-citizens (a passport number will not be accepted for citizens of Chile)
China	Nationwide	\$66.00	3-5	Special Release: completed and signed in Chinese characters
China	Nationwide (Non-Citizen)	\$75.00	7	Passport number used during travel to China
Colombia	Nationwide	\$80.00	7	Mother's Maiden Name Complete In-Country Address Colombia Cedula Number (6-10 digits), or passport number with issuing country for non-citizen
Comoros	Nationwide	\$199.00	8	Government ID Complete in-country address Citizens: Copy (front and back) of Comoros National ID or Copy of Comoros passport Non-Citizens- Copy of Foreign Passport
Congo (Republic of)	Local	\$85.00	6	Complete In-Country Address
Congo (Dem Republic)	Nationwide	\$157.00	14	Complete In-Country Address Copy (front and back) of Congo or Foreign National ID Card, Copy of Congo or Foreign Passport, or copy (front and back) of US Driver's License (IDs must be valid) *If the passport or national ID card is not available, we can accept the Congo voters card.
Cook Islands	Nationwide	\$149.00	14	Complete In-Country Address
Costa Rica	Nationwide	\$53.00	9	Mother's Full Maiden Name Complete In-Country Address Cedula Number (9 digits), or Passport Number (with country of issue), or copy of Costa Rica Resident Card (Documento Identidad Migratorio para Extranjeros)
Cote D'Ivoire (Ivory Coast)	Nationwide	\$209.00	16	Father's Full Name- First and Last Mother's Full Name- First, Last, and Maiden Complete In-Country Address Copy of ID- required for foreigners only Passport, National ID (any country), Consular Card. Front and back copies are required for double-sided IDs. Expired identification is NOT acceptable. Copy of Birth Certificate- required for citizens and foreigners Submit the following information in a word document Candidate's Profession- this must be provided Marital Status- list Married or Not Married Number of Children- list None if this does not apply

Croatia (Local Name: Hrvatska)	Nationwide	\$175.00	14	Mother's Full Name Father's Full Name Complete In-Country Address (current or most recent address in Croatia) Citizen ID requirement- Copy (front and back) of Osobna Iskaznica (Croatia Identity Card) or Copy of Croatia Passport- Identification provided must not be expired. Non-Citizen ID Requirement- Copy (front and back) of Croatia Resident Permit Card AND Copy of Valid Passport Croatia Bilingual Power of Attorney Form- The candidate's name (first and last) must match the name on the ID provided. The form must have the candidate's (Osobni identifikacijski broj- OIB# 11 digits) and a wet ink signature. Electronic signatures will not be accepted. Only one side of the form must be filled out, either the English side of the form or the Croatian side of the form.
Cuba	Local	\$85.00	14	Complete In-Country Address
Curacao	Nationwide	\$55.00	8	Complete In-Country Address
Cyprus	Local	\$100.00	12	Complete In-Country Address
Cyprus	Nationwide (Police) - Non-Resident Only	\$85.00	7	Nationals of Cyprus: Applicant name in local characters Complete In-Country Address Birth City and Country Copy of Government ID Citizens- Cyprus National ID or Cyprus Passport Non-citizens- Cyprus Residence Permit or Foreign Passport
Czech Republic	Nationwide	\$138.00	15	Complete In-Country Address Copy of National ID (Obcansky Prukaz), Copy of EU national ID, or Copy of Passport* *Front and back copies are required for double-sided IDs
Denmark	Local	\$84.00	10	Complete In-Country Address
Denmark	Nationwide (Police) - Non-Resident Only	\$85.00	14	Complete In-Country Address Citizens- Copy (front and back) of Danish National ID, or Copy of Danish Passport, or Copy (front and back) of Danish Driver's License Non-Citizens- Copy of Passport or Copy (front and back) of EU National ID
Djibouti	Nationwide	\$210.00	10	Complete In-Country Address
Dominica	Nationwide	\$134.00	10	Mother's Maiden Name Complete In-Country Address
Dominican Republic	Nationwide	\$59.00	3	Mother's Maiden Name Complete In-Country Address National ID # for Citizen (Cedula-11 digits) OR Passport # and issuing country for non-citizen (If passport is expired, please provide a copy of the passport)
Ecuador	Nationwide	\$75.00	8	Mother's Maiden Name Complete In-Country Address Ecuador Cedula Number for citizens (8-10 digits) or Passport Number with country of issue for non-citizens
Egypt	Nationwide	\$169.00	12	Complete In-Country Address Citizen ID Requirement- Copy (front and back) of Egypt National ID or Egypt Passport Foreigner ID Requirement- Copy of Foreign Passport
El Salvador	Nationwide	\$76.00	7	Mother's Maiden Name Complete In-Country Address Citizens: El Salvador Documento Único de Identidad Number (DUI)/Cedula Number- 9 digits or Non- Citizens: Passport Number with country of issue
England and Wales	Nationwide (UK Disclosure and Barring Ser	\$66.00	10	Title (Mr, Mrs, Miss) Gender Email Address Phone Number including country code +44 for the UK Employment Position Title Employer Name Employment Sector Category Answer Y/N on Send Applicant Paper Certificate Answer Y/N on Declare Prior Convictions Address History (5 years, including dates resided to and from) Birth Address (City & Country minimum) Government ID Number- National Insurance Number, Passport, or Driver's License (UK identification preferred) Alias Names including dates the name was used. (Do not include nicknames) At least 1 UK address must be provided even if it is outside of the 5 years of required address history Copy of ID
Equatorial Guinea	Nationwide	\$206.00	10	Complete In-Country Address Copy of ID (Any Country)- Passport, National ID, or Driver's License
Eritrea	Nationwide	\$175.00	10	Complete In-Country Address Copy of National ID or Passport
Estonia	Nationwide	\$175.00	9	Complete In-Country Address Copy of Estonia National ID, Estonia Residence Permit, Estonia Passport, or Foreign Passport* *Two-sided IDs require front and back copies Special Release: The form must have a wet ink signature or a digital signature using the DigiDoc Software (https://www.id.ee/en/article/install-id-software/)
Ethiopia	Nationwide	\$160.00	12	Full Name (First, middle, and last. Must be the complete legal name used while in Ethiopia) Candidate's Maiden Name (if applicable) Complete In-Country Address (last registered address in Ethiopia) Address must include Ethiopian City/Town, Name of Neighborhood/District (Kebele), and Resident Apartment, Compound, or Building. The House number is optional. IMPORTANT- If the candidate's address contains the city of Addis Ababa, you must also include the sub-city for Addis Ababa in the address. Please note there are 11 possible sub-cities: Addis Ketema, Akaki Kaliti, Arada, Bole, Gulele, Kirkos, Kolfe-Keranio, Lideta, Nifas Sil-Lafto, Yeka, Lemi Kura Place of Birth Copy (front and back) of Ethiopian National ID, Copy (front and back) of Ethiopian residence permit, Copy (front and back) of Ethiopian Driving Licence, Copy of High School Certificate or a College Degree issued by Ethiopian government authorities, or Copy of Ethiopian or Foreign Passport** **Expired documents are acceptable for this service.
Falkland Islands	National Level	\$39.00	3-5	
Faroe Islands	National Level	\$49.00	2-4	Search Name written in the country's local language .
Fiji	Local	\$80.00	6	Complete In-Country Address

Finland	Nationwide (Police) - Non-Resident Only	\$85.00	11	Complete In-Country Address Copy (front and back) of Finland National ID or Passport Special Release: (The candidate must write the words "Pre-Employment" where it asks "Exact Use of Criminal Records Extract." Also, the signature must be a handwritten wet ink signature.)
France	Nationwide	\$96.00	7	Complete In-Country Address
French Guiana	National Level	\$89.00	3-6	
Gabon	Nationwide	\$130.00	15	Complete In-Country Address Copy (front and back) of Gabon National ID, Copy of Gabon or Foreign Passport, or Copy (front and back) of USA Driver's License.
Gambia	Nationwide	\$138.00	8	Complete In-Country Address Copy of ID* Citizens- Copy of Gambia National ID or Gambia Passport Non-citizens- Copy of Foreign Passport or US Driver's License <i>*Front and back copies of ID are required. Expired identification is acceptable.</i>
Georgia	Nationwide	\$138.00	14	Complete In-Country Address Government ID Citizens- Copy of Georgia National ID or Passport Foreigners- Copy of Passport or US Driver's License
Germany	Local (Berlin Only)	\$75.00	3-12+	Complete In-Country Address Government ID
Germany	Local (Outside Berlin)	\$125.00	3-12+	Complete In-Country Address Government ID
Ghana	Nationwide	\$139.00	14	Complete In-Country Address
Gibraltar	Nationwide	\$257.00	14	Copy of Gibraltar Identity Card or Passport- Preferred Complete In-Country Address
Greece	Nationwide	\$85.00	14	Father's Full Name Mother's Full Name Complete Last Known Greece Address- if current address is not a Greece address Citizen ID Requirement: Copy (front and back) of Greece National ID Card. A passport is NOT acceptable for citizens of Greece. Foreigner ID Requirement: Copy of Passport <i>(typed signatures and computer-generated signatures are not acceptable)</i>
Greenland	Nationwide	\$165.00	14	Complete in-country address Copy of passport Special Release
Grenada	Local	\$95.00	14	Complete In-Country Address
Guadeloupe	National Level	\$39.00	4-7	
Guam	Nationwide	\$26.00	10	
Guatemala	Nationwide	\$75.00	7	Mother's Maiden Name Complete In-Country Address
Guernsey	Local (Channel Islands)	\$89.00	6	Complete In-Country Address
Guinea	Local	\$175.00	9	Complete In-Country Address
Guinea-Bissau	Nationwide	\$100.00	14	Complete In-Country Address Copy (front and back) of Guinea-Bissau National ID or Copy of Guinea-Bissau Passport or Foreign Passport
Guyana	Nationwide	\$85.00	14	Complete In-Country Address Copy of ID Preferred: Copy (front and back) of National ID or Copy of Passport
Haiti	Nationwide	\$124.00	14	Complete In-Country Address
Holy See	National Level	\$79.00	3-5	
Honduras	Nationwide	\$104.00	14	Mother's Maiden Name Complete In-Country Address Honduras or Foreign Passport Number or Honduras National ID Number*
Hong Kong	N/A			
Hungary	Nationwide	\$115.00	17	Copy of ID* Citizens: Copy Front/Back of National ID (Szemelyi Azonosito). A passport copy is acceptable if the candidate is not able to provide a valid Hungarian National ID. Foreigners: Copy of Foreign Passport or EU National ID Card Special Release: candidate must sign the form in wet ink; two witness signatures required- witnesses must sign the form in wet ink <i>*Front and back copy required for double-sided IDs.</i>
Iceland	Local	\$160.00	13	Complete In-Country Address
India	National	\$59.00	2-3+	Father's Full Name
Indonesia	National			
Iran	Nationwide	\$174.00	10	Complete In-Country Address
Iraq	Nationwide	\$210.00	15	Complete In-Country Address
Indonesia (Citizens)	National	\$75.00	3-5	Government ID #
Indonesia (Non Citizens)	National	\$75.00	3-5	Passport #
Ireland (Republic of)	National and Local Level (Circuit and District)	\$139.00	7-30+	
Isle of Man	National	\$29.00	2-4	
Israel	Nationwide	\$148.00	5	Complete In-Country Address Citizen ID Requirement- Copy (front and back) of Israeli National ID or (Tehudat Zehut) or Israeli Driving License (front and back copy) or Copy of Israeli Passport* Foreigner ID Requirement- Copy (front and back) of Israeli Residence Permit or Copy of Foreign Passport <i>*Expired identification is acceptable for this search</i>
Italy	Nationwide (Police)	\$85.00	14	Complete In-Country Address Copy of ID* Citizens- Copy (front and back) of Italy National ID or Italy Passport EU Citizens- Copy (front and back) of EU National ID or Foreign Passport. Please note for the EU national ID to be acceptable, the data on the card must be in Latin characters. Foreigners- Copy of Foreign Passport Town and Country of Birth <i>*IMPORTANT:</i> Identification MUST be valid. Expired identification is not acceptable for this search, no exceptions. If the candidate was born in Italy but is living abroad and holds a foreign passport, a copy of his/her birth certificate is required.

Jamaica	Nationwide	\$42.00	8-10	Complete In-Country Address Copy of ID - Jamaica National ID, Jamaica Elector Registration Identification Card, Jamaica or Foreign Driver's License, or Jamaica or Foreign Passport Search Name written in Japanese characters.
Japan (Tokyo & Osaka Only)	Local (Citizens Only)	\$129.00	3-7+	
Japan (Tokyo & Osaka Only)	Local (Non-Citizens)	\$129.00	3-7+	
Jersey	National	\$49.00	6-8	
Jordan	Nationwide	\$183.00	12	Complete In-Country Address Copy of Jordan National ID, Jordan Driver's License, or Jordan or Foreign Passport* *Identification must be valid and front and back copies are required for double-sided IDs
Kazakhstan	Nationwide	\$104.00	12	Complete In-Country Address (current or previous) Copy of ID or Passport
Kenya	Nationwide	\$100.00	10	Complete In-Country Address Copy of ID - National ID or Passport
Kiribati	Nationwide	\$217.00	10	Complete In-Country Address
Kosovo	Nationwide	\$231.00	14	Complete In-Country Address Copy of Kosovo National ID, Kosovo or Foreign Passport, or US Driver's License
Kuwait	Nationwide	\$178.00	12	Complete In-Country Address Copy of ID Citizens: Kuwait National ID or Kuwait Passport Non-Citizens: Kuwait Civil ID Card, Kuwait Residence Permit, Kuwait Visa, Kuwait Driver's License, or Foreign Passport Passport* *Front and back copies are required for double-sided IDs
Kyrgyzstan	Nationwide	\$269.00	11	Complete In-Country Address Copy of National ID or Passport
Laos (Local level only)	Local	\$164.00	11	Complete In-Country Address
Latvia	Nationwide	\$153.00	10	Complete In-Country Address- if current address is not in Latvia Copy of National ID or Passport
Lebanon	Nationwide	\$178.00	12	Full Name (first and last name must match the ID copy. Alias names are not acceptable) Complete In-Country Address Copy of National ID (front and back) or Passport (Source will accept expired ID's) - must contain the candidate's legal name (first and last) as listed on the ID
Lesotho	Nationwide	\$153.00	10	Complete In-Country Address Copy of National ID or Passport
Liberia	Nationwide	\$165.00	6	Complete In-Country Address Copy of ID Preferred: Copy (front and back) of Liberian National ID or Copy of Liberian or Foreign Passport
Libya	Nationwide	\$185.00	6	Complete In-Country Address Copy of National ID or Passport
Liechtenstein	Nationwide (Police)	\$85.00	7	Citizens- Copy of Passport or National ID Non-citizens- Copy of Passport
Lithuania	Nationwide	\$160.00	12	Most recent Complete In-Country Address Copy of ID - Copy of Lithuanian National ID or Lithuanian or Foreign Passport
Luxembourg	Nationwide (Police)	\$85.00	15	Copy of Luxembourg or Foreign Passport or Copy (front and back) of Luxembourg or EU National ID Special Releases: Two forms
Macau	National	\$69.00	3-6	
Macedonia	Nationwide	\$185.00	10	Father's Full Name Mother's Full Name (Including Maiden Name) Complete In-Country Address- if the current address is not an in-country address. Copy (front and back) of Macedonian National ID Card, Temporary Macedonian ID card, Macedonian Residence Permit, or Macedonian Passport. The identification provided must contain the candidate's Personal Identification Number. Foreign passports and expired identification are NOT acceptable. Special Release: Filled out in English and Cyrillic
Madagascar	Nationwide	\$164.00	10	Complete In-Country Address Copy of National ID or Passport
Malawi	Local	\$174.00	10	Complete In-Country Address
Malaysia	Nationwide	\$76.00	7	National Registration Identity Card Number (NRIC Number-12 digits) or Passport Number with country of issue for non-citizen
Maldives	Nationwide	\$160.00	14	Complete In-Country Address
Mali	Local	\$179.00	10	Complete In-Country Address
Malta	Nationwide	\$110.00	6	Last Residential Address in Malta Citizens - Copy (front and back) of Malta National ID or Malta Passport Non- Citizens- Copy (front and back) of Malta Residence Permit or Passport
Mariana Islands	National Level	\$45.00	3-6	Copy of ID (e.g. ID Card, Driver's License, Passport)
Marshall Islands	Nationwide	\$90.00	8	Complete In-Country Address
Martinique	National Level	\$39.00	3-7	
Mauritania	Nationwide	\$195.00	9	Complete In-Country Address
Mauritius	Nationwide	\$169.00	10	Complete In-Country Address- current or last known Mauritius address Copy of Mauritius National ID, Mauritius or Foreign Passport, or USA Driver's License* *Front and back copies are required for double-sided IDs. Identification can be expired.
Mexico	Nationwide	\$63.00	14	Mother's Full Maiden Name Complete In-Country Address- current or last registered address Government ID Citizens: CURP Number (18 alpha-numeric characters) or Copy (front and back) of IFE card, or Copy of Mexico Passport Foreigners: Copy of Passport, Copy of US Passport Card, or Copy of US Driver's License
Micronesia	Local Level	\$69.00	8-12+	
Micronesia	Nationwide	\$126.00	15	Complete In-Country Address
Moldova, Republic Of	Nationwide	\$126.00	6	Last Residential Address in Moldova Copy of National ID (Republica Moldova Buletin de Identitate) or Passport
Monaco	Nationwide (Police)	\$85.00	7	Complete in Country Address Copy (front and back) of Monaco National ID or Copy of Monaco or Foreign Passport

Mongolia	Local	\$280.00	10	Complete In-Country Address
Montenegro	Nationwide	\$121.00	12	Complete In-Country Address Citizen ID Requirement- Copy (front and back) of Montenegro National ID (Lična karta/Лична карта) or Montenegro Passport Non-Citizen ID Requirement- Copy (front and back) of EU National ID or Copy of Foreign Passport
Montserrat	Nationwide	\$115.00	6	Complete In-Country Address- last registered address in Montserrat Copy (front and back) of Montserrat National ID, Copy of Montserrat Passport, or Copy of Foreign Passport.
Morocco	Nationwide	\$132.00	17	Complete In-Country Address (current or last registered address) Copy of ID- expired IDs are NOT acceptable.* Copy (front and back) of Valid National ID/Moroccan CIN card for Citizens of Morocco* (a passport is NOT acceptable for citizens of Morocco) Copy of valid Foreign Passport for Non-Citizens Morocco Nationwide Specific Consent Form- must have a wet ink signature AND must be legalized. <i>Please note: The Moroccan CIN card does NOT contain the candidate's signature</i>
Mozambique	Nationwide	\$169.00	6	Complete In-Country Address Copy of ID- Mozambique National ID, Mozambique Passport, Foreign Passport, or USA Driver's License
Myanmar	Nationwide	\$94.00	15	Complete In-Country Address Copy of National ID or Passport
Namibia	Nationwide	\$179.00	12	Complete In-Country Address Copy of National ID (Front and Back) or Passport
Nauru	Nationwide	\$199.00	14	
Nepal	Local	\$187.00	9	Complete In-Country Address Citizens- Nepal Passport Number or Nepal Citizenship Number (10-12 digits) Non-Citizens- Passport Number- with country of issue
Netherlands	Local	\$139.00	10	Complete In-Country Address
Netherlands Antilles	Local Level	\$89.00	10-12	
New Caledonia	Nationwide	\$129.00	21	Copy of one of the following: France National ID, EU National ID, France Passport, Foreign Passport, France Temporary Residence Permit or France Resident Card.* Special Release: wet ink signature required <i>*Front and back copies are required for double-sided identification</i>
New Zealand	Nationwide	\$69.00	20	Complete In-Country Address- address must be written on the New Zealand Ministry of Justice Form Special Release: ink and electronic signatures are acceptable (electronically signed signature, not mouse click of digital). The candidate's hand-signed signature on the Ministry of Justice form must exactly match the candidate's signature on the provided ID copy Copy of ID- New Zealand Driver's License (front and back copy), New Zealand Firearms License (front and back copy), or Passport (copies of ID's must include a signature and cannot be more than 2 years expired for citizens. Passports cannot be expired for non-citizens). If the candidate is unable to provide one of the above-mentioned acceptable IDs, the candidate must complete the "Proof of Identity" section of the Ministry of Justice form (must have attestation).
Niger	Nationwide	\$174.00	10	Complete In-Country Address Copy (front and back) of Niger National ID or copy of Passport
Nigeria	Nationwide	\$100.00	10	Copy of ID* Citizens: Nigerian National ID, Nigerian Passport, Nigerian Driver's License, Nigerian Voter ID Card, Nigerian Residence Permit, or National Identification Number slip (NIN Slip). Non-Citizens: Foreign Passport, VISA, Residence Permit (Any Country), US Employment Pass, or US Driver's License. <i>*IMPORTANT:</i> Expired identification must be accompanied by a birth certificate or another valid ID (any country). Front and back copies are required for any two-sided IDs
Nicaragua (Citizens Only)	National	\$75.00	4-7	Mother's Maiden Name Nicaragua Cédula de Identidad #
Nicaragua (Non- Citizens Only)	National	\$75.00	4-7	Passport #
Norway	Local	\$125.00	10	Complete In-Country Address
Oman (Citizens Only)	National	\$115.00	4-9	Government ID #
Oman (Non- Citizens Only)	National	\$115.00	4-9	Passport #
Pakistan	Local	\$137.00	10	Father's Full Name CNIC Number (13 digits- Individuals who have worked and/or gone to school in Pakistan will have a CNIC number.) or passport # with issuing agency. Copy of Passport or Pakistan National ID preferred. Complete In Country Address (including house, street, and sector)
Palau	Nationwide	\$116.00	11	Complete In-Country Address
Panama	National	\$65.00	5-7	
Papua New Guinea	Local	\$75.00	14	Complete In-Country Address
Paraguay	Nationwide	\$73.00	10	Mother's Maiden Name Complete In-Country Address
Peru	Nationwide	\$76.00	7	Mother's Maiden Name Copy (front and back) of Peruvian DNI Card or Copy of Peruvian or Foreign Passport- expired identification is acceptable Complete In-Country Address - Must include applicant wet or electronic signature. Typed name will not be accepted.
Philippines	Nationwide	\$44.00	8	Complete In-Country Address- 10 years of address history preferred
Poland	Nationwide (Police)	\$85.00	20	Government ID National ID (any country), Passport, or US Driver's License Special Release: Two forms; wet ink signature required

Portugal	Nationwide (Police)	\$95.00	22	<p>Complete In-Country Address</p> <p>Color Copy of Valid ID*</p> <p>Citizens- Copy (front and back) of Portugal National ID/Cartão de Cidadão, Copy (front and back) of Portuguese Citizen Card, or Copy of Portuguese Passport.</p> <p>Non-Citizens- Copy of Foreign Passport, Copy (front and back) of Portuguese Residence Card, or Copy (front and back) of EU National ID card</p> <p>Special Release: The ID the candidate lists on this form must match the copy of ID submitted. Also, the form must be filled out in blue ink and signed in blue ink (form cannot be typed). The form must also be saved in pdf format. Photograph copies of any kind are not acceptable, the form must be scanned. Phone Apps that turn a photograph into a scanned PDF file are NOT acceptable as the PDF was originated from a Camera photo of the document (e.g., CamScanner).</p> <p>*If the candidate's ID does not have his/her signature on it, please also provide another government issued ID containing the candidate's signature.</p>
Qatar	Nationwide	\$199.00	12	<p>Complete In-Country Address</p> <p>Copy of ID*</p> <p>Citizens- Copy of Qatar National ID, Qatar Passport, Qatar Driver's License</p> <p>Foreigners- Copy of Qatar Residence Permit, Qatar Driver's License, or Foreign Passport</p> <p>*Front and back copies are required for double-sided IDs.</p>
Reunion	National Level	\$39.00	5-7	
Romania	Nationwide	\$216.00	7	<p>Last Known Romania Address</p> <p>Copy of ID</p>
Russia	Local Level (Crimea Only)	\$109.00	3-7	
Russia	National & Local Level	\$99.00	3-7	
Rwanda	Nationwide	\$174.00	15	<p>Complete In-Country Address</p> <p>Copy (front and back) of Rwanda National ID, Copy of Foreign or Rwanda Passport, or Copy of US Driver's License</p>
Saint Martin	Nationwide	\$73.00	4	<p>Full Name (First and last name must match ID copy provided)</p> <p>Complete In-Country Address- if current address is not in Saint Martin</p> <p>Candidate's Email Address</p> <p>Place of Birth</p> <p>Citizens- Copy of Passport or France National ID (Carte National d'identite (CNI))</p> <p>Foreigners- Copy of Foreign Passport, France Temporary Residence Permit, France Resident Card, or Residence Certificate of an Algerian National.</p> <p>Please note:</p> <p>Identification provided MUST be valid (not expired).</p> <p>Candidate's name (first and last name) must match the name on the ID. Alias names are NOT accepted.</p>
Saint Vincent and Grenadines	Nationwide	\$73.00	15	Complete In-Country Address
Samoa	Nationwide	\$92.00	7	<p>Complete In-Country Address</p> <p>Copy of National ID (Front and Back) or Passport</p>
San Marino	Nationwide	\$217.00	10	Complete In-Country Address
Sao Tome & Principe	Nationwide	\$189.00	10	<p>Complete In-Country Address</p> <p>Copy of Government ID</p> <p>Citizens: Copy (front and back) of Sao Tome and Principe National ID or Copy of Sao Tome and Principe Passport</p> <p>Non-Citizens: Copy of Foreign Passport</p>
Saudi Arabia (current Citizen)	Nationwide	\$115.00	4-9	<p>Government ID</p> <p>Saudi Arabia current residential address</p>
Saudi Arabia (non-Citizen)	Nationwide	\$195.00	8	Copy of Valid Saudi Arabia National ID or Valid Foreign Passport (expired is not accepted)
Senegal	Nationwide	\$139.00	15	<p>Father's Full Name</p> <p>Mother's Full Name (Including Maiden Name)</p> <p>Complete In-Country Address</p> <p>Copy of Senegal National ID or Senegal or Foreign Passport*</p> <p>*Front and back copies are required for double-sided IDs.</p>
Serbia	Nationwide	\$142.00	10	<p>Complete In-Country Address</p> <p>Citizens: Personal Identification Number (13 digits- located on the backside of the Serbia National ID or on the Serbia passport)</p> <p>Non-Citizens: Copy (front and back) of Serbia Residence Permit or Copy of Passport</p>
Seychelles	National Level	\$79.00	4-9	
Sierra Leone	Local	\$171.00	12	Complete In-Country Address
Singapore	N/A			
Sint Maarten	Nationwide	\$73.00	7	Complete In-Country Address
Slovakia (Slovak Republic)	Nationwide	\$140.00	10	<p>Complete In-Country Address</p> <p>Copy of National ID or Passport</p>
Slovenia	Nationwide	\$153.00	10	<p>Complete In-Country Address</p> <p>Copy of Slovenia National ID or Slovenia or Foreign Passport</p>
Solomon Islands	Nationwide	\$117.00	10	Complete In-Country Address
Somalia	Nationwide	\$178.00	15	<p>Complete In-Country Address</p> <p>Copy of National ID or Passport</p>
South Africa	Nationwide	\$95.00	7	<p>Complete In-Country Address</p> <p>SA National ID Number or Copy Passport or Copy Foreign Drivers License for a non-citizen (A valid asylum temporary permit and refugee papers with a number will be accepted as ID if the candidate doesn't possess a SA ID or passport.)</p> <p>* Please note: No other ID information will be accepted other than the ones listed above.</p>
South Korea	Local	\$69.00	5-10+	<p>South Korea Resident Registration #</p> <p>Complete In-Country Address</p>
Spain	Nationwide D/B	\$84.00	4	Complete In-Country Address
Sri Lanka	Local	\$125.00	10	Complete In-Country Address
St. Kitts and Nevis	Nationwide	\$63.00	15	<p>Complete In-Country Address</p> <p>Copy of National ID or Passport (preferred)</p>
St. Lucia	Nationwide	\$104.00	8	Complete In-Country Address
St. Vincent and the Grenadines	Nationwide	\$73.00	15	Complete In-Country Address
Sudan	Nationwide	\$174.00	11	<p>Complete In-Country Address</p> <p>Copy of ID*</p> <p>Citizens- Copy of Sudan National ID or Sudan Passport</p> <p>Non-citizens- Copy of Foreign Passport or US Driver's License</p> <p>*Front and back copies are required for double-sided IDs. Expired identification is acceptable for this service.</p>
Suriname	Nationwide	\$127.00	14	Complete In-Country Address
Svalbard and Jan	N/A			

Swaziland	Local Level	\$79.00	5-7	
Sweden	Nationwide (Police)	\$85.00	20	Complete in-country address Copy of Sweden National ID (front and back) or Sweden Passport for citizens; Copy of Passport for Non-Citizens* Special Release - Must include a wet ink signature *A copy of the candidate's birth certificate can be used if the candidate does not have a passport
Switzerland	Nationwide (Police)	\$85.00	15	Mother's Full Name Including Maiden Name (required on special form) Father's Full Name (required on special form) Place of Birth Complete In-Country Address- if current address is not a Switzerland address Copy of ID* Citizens- Copy of Switzerland National ID or Switzerland Passport Foreigners- Copy of Foreign Passport, EU National ID Card, or Switzerland Residence Permit Special Release: wet ink signature required *If the ID provided is double-sided, copies of both sides are required. Expired ID Documents are acceptable for this service
Syria	Nationwide	\$35.00	14	Complete In-Country Address
Taiwan, Province Of China	Nationwide	\$79.00	3-7	Passport # (non-citizen) Taiwan Identification Card # (citizen) First and Last Name Written in Chinese Characters
Tajikistan	Nationwide	\$119.00	3-7	Complete In-Country Address Copy (front and back) of Tajikistan National ID or Copy of Tajikistan or Foreign Passport
Tanzania, United Republic Of	Nationwide	\$156.00	9	Complete In-Country Address (last registered address) Copy of National ID or Passport (preferred)
Thailand	Nationwide (Citizens Only)	\$85.00	3-5	Thailand Identification Card #
Thailand	Nationwide (Non-Citizen)	\$85.00	3-5	
Timor-Leste	Local	\$97.00	5	Complete In-Country Address
Togo	Nationwide	\$174.00	11	Special Release Form: must include a wet ink signature. TWO Copies of ID Citizens: Copy (front and back) of Togo National ID or Togo Passport AND Copy of Birth Certificate Citizens Born Abroad: Copy of Passport AND Copy of Birth Certificate (must be translated into French by a certified translator) Foreigners: Copy of Foreign Passport AND Copy (front and back) of Togo Residence Permit Foreigners born in Togo: Copy of Passport AND Copy of Birth Certificate *Front and back copies are required for double-sided IDs and Expired Identification is acceptable for this service
Tonga	National	\$85.00	2-5	
Trinidad & Tobago	Nationwide	\$71.00	9	Complete In-Country Address Copy of ID Preferred Citizens: Copy (front and back) of Trinidad and Tobago National ID or Passport Foreigners: Foreign Passport or US Driver's License
Tunisia	Nationwide	\$164.00	27	Mobile Phone Number* (only required for candidates currently living in Tunisia) Mother's Full Name Father's Full Name Paternal Grandfather's First Name Place of Birth (Town/City/Country) Complete In-Country Address- if current address is not a Tunisia address Copy (front and back) of National ID or Copy of Tunisia or Foreign Passport *IMPORTANT: For candidates currently living in Tunisia, The certificate will be delivered to the candidate's local post office. Once received, the local post office will notify the candidate via phone call, to come and pick up the certificate. For candidates residing outside of Tunisia, the certificate will be sent to the current address listed in the NetForce system. Please make sure the candidate's current address is complete and accurate and a phone number is provided in the transaction to avoid delays in processing.
Turkey	Nationwide	\$132.00	13-15	Father's Full Name Mother's Full Name Complete In-Country Address Citizen ID Requirement- Copy (front and back) of Turkish National ID (Türkiye Cumhuriyeti Kimlik Kartı). A Copy (front and back) of a Turkish Driver's License or a Copy of a Turkish Passport are only acceptable if they contain the candidate's Kimlik number (11- digits). Foreigner ID Requirement- Copy of Foreign Passport plus Turkish Personal ID Number (11-digits) if applicable.* *If the candidate has ever resided in Turkey for 6 months or longer, the candidate will have a foreign Turkish Personal ID Number (11-digit number). In this case, it is mandatory that a copy of the candidate's passport along with the 11-digit Turkey identification number be provided.
Turkmenistan	Nationwide	\$153.00	10	Complete In-Country Address Copy of National ID or Passport
Turks & Caicos Islands	Local	\$106.00	15	Complete In-Country Address
Tuvalu	Nationwide	\$132.00	15	
Uganda	Nationwide	\$136.00	15	Complete In-Country Address ID Requirement* Citizens- Uganda National ID Number (copy of ID preferred), Uganda Passport Number (copy of ID preferred), or Copy of Uganda Driver's License Non-Citizens- Passport Number with issuing country or Foreign National ID Number with issuing country (copy of ID preferred) or Copy of Residence Permit (any country), or Copy of Driver's License (any country) Refugees: Copy of Refugee ID or Copy of Drivers License (any country) or Copy of Residence Permit (any country) or Full Address of Refugee Camp *Front and back copies are required for double-sided Identification Expired Identification is acceptable
Ukraine	National Level	\$109.00	3-7	
United Arab Emirates	Local	\$178.00	9	Complete In-Country Address (P.O. box number accepted)
United Kingdom (England & Wales - London Only)	Local Level	\$69.00	10-20+	
United Kingdom (England & Wales - Outside London)	Local Level	\$75.00	10-20+	
United Kingdom (Northern Ireland - Belfast Only)	Local Level	\$69.00	10-20+	
United Kingdom (Northern Ireland - Outside Belfast)	Local Level	\$95.00	20-30+	

United Kingdom (Scotland - Edinburgh Only)	Local Level	\$69.00	8-20+	
United Kingdom (Scotland - Outside Edinburgh)	Local Level	\$95.00	11-20+	
Uruguay	Nationwide	\$116.00	15	Complete In-Country Address Mother's Maiden Name
Uzbekistan	Nationwide	\$116.00	15	Complete In-Country Address Copy of National ID or Passport
Vanuatu	Nationwide	\$104.00	15	Complete In-Country Address
Venezuela	National Level (Citizens Only)	\$129.00	7-10	Mother's Maiden Name Venezuela Cédula de Identidad #
Venezuela	National Level (Non-Citizens)	\$129.00	7-10	Mother's Maiden Name Passport #
Vietnam	Nationwide	\$100.00	10	Complete In-Country Address
Virgin Islands (British)	Nationwide	\$46.00	6	Complete In-Country Address Copy of National ID or Passport
Yemen	Nationwide	\$178.00	6	Complete In-Country Address Copy (front and back) of Yemen National ID or Copy of Yemen or Foreign Passport
Zambia	Nationwide	\$174.00	10	Complete In-Country Address Preferred: Copy of ID (Zambia National ID, Zambia or Foreign Passport, Zambia or Foreign Driver's License)
Zimbabwe	Nationwide	\$116.00	10	Complete In-Country Address

Mandatory State and County Access Fees

There are over 3,000 counties nationwide, a small percentage of those charge additional administrative court fees. These fees are "pass-thru" and subject to change without notice. First Choice will communicate these changes as soon as we are notified. Please review the list of counties/states below for details.

Quick Links: [Criminal](#) [Civil](#)

CRIMINAL

STATE	JURISDICTION	FEE
ALABAMA	STATEWIDE	\$1.00
	ALL COUNTIES	\$1.00
ALASKA	STATEWIDE	NO FEE
ARIZONA	STATEWIDE	NO FEE
ARKANSAS	STATEWIDE	\$22.00
	BRADLEY	\$6.00
	CALHOUN	\$5.00
	CARROLL	\$1.00
	CHICOT	\$5.00
	CLARK	\$10.00
	CLAY	\$12.00
	CLEBURNE	\$5.00
	CONWAY	\$5.00
	CROSS	\$10.00
	DESHA	\$5.00
	FRANKLIN	\$5.00
	GRANT	\$10.00
	GREENE	\$5.00
	HEMPSTEAD	\$5.00
	HOWARD	\$1.00
	IZARD	\$6.00
	JEFFERSON	\$5.00
	JOHNSON	\$5.00
	LAFAYETTE	\$10.00
	LAWRENCE	\$5.00
	LEE	\$20.00
	MILLER	\$5.00
	MISSISSIPPI	\$4.00
	NEVADA	\$6.00
	OUACHITA	\$5.00
	PERRY	\$5.00
	PHILLIPS	\$5.00
	POPE	\$3.00
	RANDOLPH	\$6.00
	SAINT FRANCIS	\$5.00
	SHARP	\$6.00
	WASHINGTON	\$5.00
	YELL	\$3.00
CALIFORNIA	STATEWIDE	UNAVAILABLE
	ALPINE	\$15.00
	AMADOR	\$15.00
	HUMBOLDT	\$15.00
	INYO	\$15.00
	LASSEN	\$15.00
	LOS ANGELES	\$5.00
	MARIPOSA	\$15.00
	MODOC	\$15.00
	MONO	\$15.00
	SACRAMENTO	\$15.00
	SIERRA	\$15.00
	TRINITY	\$15.00
COLORADO	STATEWIDE	\$6.70
	DENVER	\$3.50

	ALL OTHER COUNTIES	\$2.20
CONNECTICUT	STATEWIDE	NO FEE
DELAWARE	STATEWIDE	NO FEE
DISTRICT OF COLUMBIA	STATEWIDE	UNAVAILABLE
FLORIDA	STATEWIDE	\$25.00
	SUWANNEE	\$20.00
	TAYLOR	\$20.00
GEORGIA	STATEWIDE*	\$1.00
HAWAII	STATEWIDE	\$5.00
	ALL COUNTIES	\$5.00
IDAHO	STATEWIDE	NO FEE
ILLINOIS	STATEWIDE	\$10.00
INDIANA	STATEWIDE	\$16.32
IOWA	STATEWIDE	NO FEE
KANSAS	STATEWIDE	\$30.00
	ALL COUNTIES (other than Johnson)	\$4.00
KENTUCKY	STATEWIDE	\$27.50
LOUISIANA	STATEWIDE	UNAVAILABLE
	CAMERON	\$20.00
	CATAHOULA	\$20.00
	EVANGELINE	\$5.00
	ORLEANS	\$10.00
	TENSAS	\$20.00
MAINE	STATEWIDE	\$31.00
	ALL COUNTIES	\$31.00
MARYLAND	STATEWIDE	NO FEE
MASSACHUSETTS	STATEWIDE	NO FEE
MICHIGAN	STATEWIDE	\$10.00
	ALCONA	\$20.00
	ALGER	\$20.00
	ALLEGAN	\$5.00
	ARENAC	\$10.00
	BENZIE	\$3.00
	BERRIEN	\$10.00
	BRANCH	\$10.00
	CHARLEVOIX	\$10.00
	DELTA	\$40.00
	DICKINSON	\$10.00
	HURON	\$15.00
	IOSCO	\$10.00
	KALKASKA	\$10.00
	KEWEENAW	\$20.00
	MACKINAC	\$10.00
	MECOSTA	\$10.00
	MISSAUKEE	\$5.00
	OGEAW	\$5.00
	ONTONAGON	\$15.00
	OSCEOLA	\$5.00
	OSCODA	\$20.00
	OTSEGO	\$5.00
	ROSCOMMON	\$5.00
MINNESOTA	STATEWIDE	NO FEE
MISSISSIPPI	STATEWIDE	\$15.00

Last Revised: 02/04/2025

Mandatory State and County Access Fees

Mississippi Continued	BENTON	\$10.00
	GEORGE	\$10.00
	GREENE	\$10.00
	HANCOCK	\$15.00
	HOLMES	\$3.50
	JACKSON	\$1.00
	MADISON	\$6.00
	PERRY	\$15.00
	STONE	\$10.00
	TIPPAH	\$2.50
	WARREN	\$10.00
MISSOURI	STATEWIDE	NO FEE
	JOHNSON	\$10.00
	LACLEDE	\$10.00
	SAINT LOUIS	\$5.00
MONTANA	STATEWIDE	\$20.00
	BEAVERHEAD	\$24.00
	BIG HORN	\$39.00
	BLAINE	\$28.00
	BROADWATER	\$28.00
	CARBON	\$24.00
	CARTER	\$28.00
	CASCADE	\$10.00
	CHOUTEAU	\$28.00
	CUSTER	\$39.00
	DANIELS	\$28.00
	DAWSON	\$28.00
	DEER LODGE	\$19.00
	FALLON	\$39.00
	FERGUS	\$15.00
	FLATHEAD	\$39.00
	GALLATIN	\$39.00
	GARFIELD	\$39.00
	GLACIER	\$28.00
	GOLDEN VALLEY	\$39.00
	GRANITE	\$21.00
	HILL	\$39.00
	JEFFERSON	\$34.00
	JUDITH BASIN	\$28.00
	LAKE	\$10.00
	LEWIS & CLARK	\$28.00
	LIBERTY	\$28.00
	LINCOLN	\$14.00
	MADISON	\$28.00
	MCCONE	\$39.00
	MEAGHER	\$28.00
	MINERAL	\$39.00
	MISSOULA	\$24.00
	MUSSELSHELL	\$39.00
	PARK	\$39.00
	PETROLEUM	\$28.00
	PHILLIPS	\$14.00
	PONDERA	\$17.50
	POWDER RIVER	\$39.00
	POWELL	\$39.00
	PRAIRIE	\$19.00
	RAVALLI	\$24.00
	RICHLAND	\$39.00
	ROOSEVELT	\$28.00
	ROSEBUD	\$24.00

Montana Continued	SANDERS	\$39.00
	SHERIDAN	\$28.00
	SILVER BOW	\$24.00
	STILLWATER	\$28.00
	SWEET GRASS	\$28.00
	TETON	\$17.50
	TOOLE	\$29.00
	TREASURE	\$39.00
	VALLEY	\$28.00
	WHEATLAND	\$28.00
	WIBAUX	\$28.00
NEBRASKA	STATEWIDE	\$1 PER CASE
NEVADA	STATEWIDE	UNAVAILABLE
	CARSON CITY	\$15.00
	CHURCHILL	\$15.00
	CLARK	\$10.00
	DOUGLAS	\$15.00
	ELKO	\$15.00
	ESMERALDA	\$10.00
	EUREKA	\$15.00
	HUMBOLDT	\$10.00
	LANDER	\$15.00
	LINCOLN	\$15.00
	LYON	\$15.00
	MINERAL	\$15.00
	NYE	\$15.00
	PERSHING	\$10.00
	STOREY	\$15.00
	WASHOE	\$20.00
	WHITE PINE	\$15.00
NEW HAMPSHIRE	STATEWIDE	\$25.00
	BELKNAP	\$20.00
	CARROLL	\$20.00
	CHESHIRE	\$20.00
	COOS	\$20.00
	GRAFTON	\$20.00
	HILLSBOROUGH	\$40.00
	MERRIMACK	\$20.00
	ROCKINGHAM	\$20.00
	STRAFFORD	\$20.00
	SULLIVAN	\$20.00
NEW JERSEY	STATEWIDE	\$4.00
	ALL COUNTIES	\$4.00
NEW MEXICO	STATEWIDE	NO FEE
NEW YORK	STATEWIDE	\$98.00
	ALL COUNTIES	\$98.00
NORTH CAROLINA	STATEWIDE	NO FEE
	MECKLENBURG	\$25.00
NORTH DAKOTA	STATEWIDE	NO FEE
OHIO	STATEWIDE**	UNAVAILABLE
OKLAHOMA	STATEWIDE	NO FEE
OREGON	STATEWIDE	\$10.00
PENNSYLVANIA	STATEWIDE	NO FEE
	CAMBRIA	\$5.00
	CUMBERLAND	\$19.00
	DELAWARE	\$10.00
	INDIANA	\$10.75
	LUZERNE	\$15.00
	SCHUYLKILL	\$10.00
PUERTO RICO	STATEWIDE	\$15.00

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First Choice will notify our clients of any changes made once we are notified by the state/county.**



Mandatory State and County Access Fees

FIRST CHOICE
 BACKGROUND SCREENING

Puerto Rico Continued	ALL COUNTIES	\$15.00
RHODE ISLAND	STATEWIDE	NO FEE
SOUTH CAROLINA	STATEWIDE	\$26.00
	BEAUFORT	\$10.00
SOUTH DAKOTA	STATEWIDE	\$20.00
	ALL COUNTIES	\$20.00
TENNESSEE	STATEWIDE	\$29.00
	BENTON	\$5.00
	BLEDSON	\$5.00
	CARROLL	\$5.00
	HOUSTON	\$10.00
	HUMPHREYS	\$10.00
	JOHNSON	\$10.00
	KNOX	\$15.00
	MARION	\$3.00
TEXAS	STATEWIDE	\$3.00
	HANSFORD	\$13.00
UTAH	STATEWIDE	\$0.15
	ALL COUNTIES	\$0.15
VERMONT	STATEWIDE	\$30.00
VIRGINIA	STATEWIDE	UNAVAILABLE
WASHINGTON	STATEWIDE	\$0.15
	ALL COUNTIES	\$0.15
WEST VIRGINIA	STATEWIDE	UNAVAILABLE
WISCONSIN	STATEWIDE	NO FEE
WYOMING	STATEWIDE**	UNAVAILABLE
	ALBANY	\$20.00
	BIG HORN	\$20.00

Wyoming Continued	CAMPBELL	\$20.00
	CARBON	\$20.00
	CONVERSE	\$20.00
	CROOK	\$20.00
	FREMONT	\$20.00
	GOSHEN	\$20.00
	HOT SPRINGS	\$20.00
	JOHNSON	\$20.00
	LARAMIE	\$20.00
	LINCOLN	\$20.00
	NATRONA	\$10.00
	NIOBRARA	\$20.00
	PARK	\$20.00
	PLATTE	\$20.00
	SHERIDAN	\$20.00
	SUBLETTE	\$20.00
	SWEETWATER	\$20.00
	TETON	\$20.00
	UINTA	\$20.00
	WASHAKIE	\$20.00
	WESTON	\$20.00

* Requires signed authorization and/or
U.S. Mail processing

**Fingerprints and/or notarized form required

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First Choice will notify our clients of any changes made once we are notified by the state/county.**

Mandatory State and County Access Fees

CIVIL

STATE	JURISDICTION	FEE
ALABAMA	ALL COUNTIES	\$1.65
ARKANSAS	BRADLEY	\$6.00
	CALHOUN	\$5.00
	CARROLL	\$1.00
	CHICOT	\$5.00
	CLARK	\$10.00
	CLAY	\$12.00
	CLEBURNE	\$5.00
	CROSS	\$10.00
	DESHA	\$5.00
	FRANKLIN	\$5.00
	GREENE	\$5.00
	HEMPSTEAD	\$5.00
	IZARD	\$6.00
	JEFFERSON	\$5.00
	JOHNSON	\$5.00
	LAFAYETTE	\$10.00
	LAWRENCE	\$5.00
	LEE	\$20.00
	MILLER	\$5.00
	MISSISSIPPI	\$4.00
	NEVADA	\$6.00
	OUACHITA	\$5.00
	PERRY	\$5.00
	PHILLIPS	\$5.00
	POPE	\$3.00
	RANDOLPH	\$6.00
	SAINT FRANCIS	\$5.00
	SHARP	\$6.00
	WASHINGTON	\$5.00
	YELL	\$3.00
CALIFORNIA	ALAMEDA	\$1.00
	TRINITY	\$15.00
COLORADO	DENVER	\$5.35
	ALL OTHER COUNTIES	\$2.45
FLORIDA	SUWANNEE	\$14.00
	TAYLOR	\$14.00
GEORGIA	HARRIS	\$5.00
KANSAS	ALL COUNTIES (other than Johnson)	\$4.00
LOUISIANA	EVANGELINE	\$5.00
MAINE	ANDROSCOGGIN	\$41.00
	AROOSTOOK	\$20.50
	CUMBERLAND	\$20.50
	FRANKLIN	\$20.50
	HANCOCK	\$20.50
	KENNEBEC	\$20.50
	KNOX	\$20.50
	LINCOLN	\$20.50
	OXFORD	\$20.50
	PENOBSCOT	\$20.50
	PISCATAQUIS	\$20.50
	SAGADAHOC	\$20.50
	SOMERSET	\$20.50
	WALDO	\$20.50
	WASHINGTON	\$20.50

<i>Maine Continued</i>	YORK	\$41.00
MICHIGAN	ALCONA	\$20.00
	ALGER	\$20.00
	ALLEGAN	\$5.00
	ARENAC	\$10.00
	BENZIE	\$3.00
	BERRIEN	\$10.00
	BRANCH	\$10.00
	CHARLEVOIX	\$10.00
	DELTA	\$40.00
	DICKINSON	\$10.00
	HURON	\$10.00
	IOSCO	\$10.00
	KALKASKA	\$10.00
	KEWEENAW	\$20.00
	MACKINAC	\$10.00
	MECOSTA	\$10.00
	MISSAUKEE	\$5.00
	OGEMAW	\$5.00
	ONTONAGON	\$15.00
	OSCEOLA	\$5.00
	OSCODA	\$20.00
	OTSEGO	\$5.00
	ROSCOMMON	\$5.00
MISSISSIPPI	BENTON	\$10.00
	GEORGE	\$12.50
	GREENE	\$10.00
	HANCOCK	\$10.00
	HOLMES	\$2.80
	MADISON	\$6.00
	PERRY	\$15.00
	WARREN	\$5.00
MONTANA	BEAVERHEAD	\$24.00
	BIG HORN	\$39.00
	BLAINE	\$28.00
	BROADWATER	\$28.00
	CARBON	\$24.00
	CARTER	\$28.00
	CASCADE	\$10.00
	CHOUTEAU	\$28.00
	CUSTER	\$39.00
	DANIELS	\$28.00
	DAWSON	\$28.00
	DEER LODGE	\$19.00
	FALLON	\$39.00
	FERGUS	\$15.00
	FLATHEAD	\$39.00
	GALLATIN	\$39.00
	GARFIELD	\$39.00
	GLACIER	\$28.00
	GOLDEN VALLEY	\$39.00
	GRANITE	\$21.00
	HILL	\$39.00
	JEFFERSON	\$34.00
	JUDITH BASIN	\$28.00
	LAKE	\$10.00
	LEWIS & CLARK	\$28.00

**Please be advised that fees are subject to change without notice.
First Choice will notify our clients of any changes made once we are notified by the state/county.**

Mandatory State and County Access Fees

Montana Continued	LIBERTY	\$28.00
	LINCOLN	\$14.00
	MADISON	\$28.00
	MCCONE	\$39.00
	MEAGHER	\$28.00
	MINERAL	\$39.00
	MISSOULA	\$24.00
	MUSSELSHELL	\$39.00
	PARK	\$39.00
	PETROLEUM	\$28.00
	PHILLIPS	\$14.00
	PONDERA	\$17.50
	POWDER RIVER	\$39.00
	POWELL	\$39.00
	PRAIRIE	\$19.00
	RAVALLI	\$24.00
	RICHLAND	\$39.00
	ROOSEVELT	\$28.00
	ROSEBUD	\$24.00
	SANDERS	\$39.00
	SHERIDAN	\$28.00
	SILVER BOW	\$24.00
	STILLWATER	\$28.00

Montana Continued	SWEET GRASS	\$28.00
	TETON	\$17.50
	TOOLE	\$29.00
	TREASURE	\$39.00
	VALLEY	\$28.00
	WHEATLAND	\$28.00
	WIBAUX	\$28.00
NEBRASKA	ALL COUNTIES	\$0.50
NEW HAMPSHIRE	ALL COUNTIES	\$40.00
NEW YORK	MADISON	\$20.00
NORTH CAROLINA	ALL COUNTIES	\$1.60
SOUTH DAKOTA	ALL COUNTIES	\$20.00
TENNESSEE	BENTON	\$5.00
	BLEDSON	\$5.00
	HOUSTON	\$10.00
	HUMPHREYS	\$10.00
	JOHNSON	\$10.00
	KNOX	\$15.00
	MARION	\$3.00
UTAH	ALL COUNTIES	\$0.20
WASHINGTON	ALL COUNTIES	\$5.00
WYOMING	ALL COUNTIES	\$20.00
	NATRONA	\$10.00

**Please be advised that fees are subject to change without notice.
First Choice will notify our clients of any changes made once we are notified by the state/county.**

MVR State Access Fees



Standard Requirements: License # and Last Name

State	MVR Type	State Access	History	Points Reported	Turnaround Time	Additional Requirements
ALABAMA	STANDARD	\$10.00	3 years	No	Instant	
ALASKA	STANDARD	\$10.00	3 years	No	Instant	DOB
ARIZONA	STANDARD	\$6.00	3 years	Yes	Instant	
ARIZONA	EXTENDED	\$8.00	5 years	Yes	Instant	
ARKANSAS	STANDARD	\$12.70	3 years	No	Instant	DOB
CALIFORNIA	STANDARD	\$2.00	3 years	Yes	Instant	
COLORADO	STANDARD	\$6.00	7 years	Yes	Instant	
CONNECTICUT	STANDARD	\$18.00	3 years	No	Instant	
DELAWARE	STANDARD	\$25.00	3 years	Yes	Instant	
DIST. OF COLUMBIA	STANDARD	\$7.00	3 years	Yes	Instant	
DIST. OF COLUMBIA	EXTENDED	\$13.00	10 years	Yes	Instant	First Name; DOB
FLORIDA	STANDARD	\$8.10	3 years	Yes	Instant	
FLORIDA	EXTENDED	\$10.10	7 years	Yes	Instant	
FLORIDA	UNLIMITED	\$10.10	Unlimited	Yes	Instant	
GEORGIA	STANDARD	\$6.00	3 years	Yes	Instant	First Name; DOB
GEORGIA	EXTENDED	\$8.00	7 years	Yes	Instant	First Name; DOB
HAWAII	STANDARD	\$23.00	3 years	No	24 hours	First Name; DOB
IDAHO	STANDARD	\$10.00	3 years	Yes	Instant	DOB
ILLINOIS	STANDARD	\$20.00	3 years	No	Instant	
INDIANA	STANDARD	\$10.00	3 years	Yes	Instant	First Name; DOB
IOWA	STANDARD	\$10.30	3 years	No	Instant	
KANSAS	STANDARD	\$16.70	3 years	No	Instant	
KENTUCKY	STANDARD	\$6.00	3 years	Yes	Instant	
LOUISIANA	STANDARD	\$18.00	3 years	No	Instant	
MAINE	STANDARD	\$7.00	3 years	Yes	Instant	
MAINE	EXTENDED	\$12.00	10 years	Yes	Instant	
MARYLAND	STANDARD	\$15.00	3 years	Yes	Instant	
MASSACHUSETTS	STANDARD	\$8.00	3 years	Yes	Instant	
MICHIGAN	STANDARD	\$15.00	3 years	Yes	Instant	
MINNESOTA	STANDARD	\$5.00	3 years	No	Instant	
MISSISSIPPI	STANDARD	\$14.00	3 years	No	Instant	DOB
MISSOURI	STANDARD	\$5.88	3 years	Yes	24 hours	
MONTANA	STANDARD	\$7.87	3 years	Yes	Instant	First Name; DOB
NEBRASKA	STANDARD	\$7.50	3 years	Yes	Instant	
NEVADA	STANDARD	\$7.00	3 years	No	Instant	
NEW HAMPSHIRE	STANDARD	\$17.00	3 years	Yes	Instant	First Name; DOB
NEW JERSEY	STANDARD	\$12.00	3 years	Yes	Instant	
NEW MEXICO	STANDARD	\$6.50	3 years	Yes	Instant	
NEW YORK	STANDARD	\$7.00	3 years	Yes	Instant	
NORTH CAROLINA	STANDARD	\$12.75	3 years	Yes	Instant	
NORTH CAROLINA	EXTENDED	\$12.75	7 years	Yes	Instant	
NORTH DAKOTA	STANDARD	\$3.00	3 years	Yes	Instant	
OHIO	STANDARD	\$5.00	3 years	Yes	24 hours	First Name
OKLAHOMA	STANDARD	\$27.50	3 years	No	Instant	First Name; DOB
OREGON	STANDARD	\$13.99	3 years	No	Instant	DOB
PENNSYLVANIA	STANDARD	\$14.00	10 years	No	24 hours	First Name; DOB; SSN
RHODE ISLAND	STANDARD	\$21.00	3 years	No	Instant	
SOUTH CAROLINA	STANDARD	\$7.25	3 years	Yes	Instant	
SOUTH CAROLINA	EXTENDED	\$7.25	10 years	Yes	Instant	
SOUTH DAKOTA	STANDARD	\$5.00	3 years	No	Instant	
TENNESSEE	STANDARD	\$7.50	3 years	No	Instant	
TEXAS	STANDARD	\$6.50	3 years	No	Instant	DOB
TEXAS	CDL	\$7.50	5 years	No	Instant	DOB
UTAH	STANDARD	\$11.00	3 years	No	Instant	
VERMONT	STANDARD	\$21.00	3 years	No	Instant	
VIRGINIA	STANDARD	\$8.00	3 years	Yes	Instant	

WASHINGTON	STANDARD	\$15.00	5 years 7 years Major Violations	No	Instant	
WEST VIRGINIA	STANDARD	\$12.50	3 years	Yes	Instant	
WISCONSIN	STANDARD	\$7.00	3 years	Yes	Instant	
WYOMING	STANDARD	\$10.00	3 years	No	Instant	
WYOMING	CDL	\$10.00	10 years	No	Instant	

These fees are "pass-thru" and subject to change without notice. First Choice will communicate these changes as soon as we are notified.

1/27/2025

EXHIBIT "B"
First Choice Client Agreement

FIRST CHOICE CLIENT AGREEMENT

This Client Agreement (“Agreement”) is made and entered into by and between First Choice Research and Investigations, LLC doing business as First Choice Background Screening (“First Choice”), 4611 S. University Drive #314, Davie, FL. 33328, and _____ (“Client”), located at _____. This Agreement shall be effective on the date of the last signature below (the “Effective Date”).

RECITALS

WHEREAS, Client plans to order Consumer Reports and/or Investigative Consumer Reports as defined under the federal Fair Credit Reporting Act (“FCRA”) (collectively “Reports”) from First Choice;

WHEREAS, First Choice desires to prepare and deliver Reports to Client for a fee;

WHEREAS, First Choice and Client desire to further define the terms by which Reports will be provided by First Choice to Client;

NOW, THEREFORE, in consideration of the mutual covenants set forth in this Agreement, First Choice and Client hereby agree as follows:

TERMS

1. Identification of Permissible Purpose For Receiving Reports. Client hereby certifies that all of its orders for Reports from First Choice shall be made, and the resulting Reports shall be used, for the following permissible purpose under the Fair Credit Reporting Act, 15 U.S.C. § 1681 *et seq.*, only:

For “employment purposes,” but only upon the express written consent of any person that will be screened. See 15 U.S.C § 1681b(a)(3)(B).

Client shall not request, obtain, or use Reports for any purpose not identified above. Among other things, Client shall not request Reports for the purpose of selling, leasing, or renting information obtained under this Agreement to any other party, whether alone, in conjunction with Client’s own data, or otherwise in any service which is derived from the Reports provided by First Choice. PLEASE NOTE: THE FCRA PROVIDES THAT ANY PERSON WHO KNOWINGLY AND WILLFULLY OBTAINS INFORMATION ON A CONSUMER FROM A CONSUMER REPORTING AGENCY UNDER FALSE PRETENSES SHALL BE FINED UNDER TITLE 18 OF THE UNITED STATES CODE OR IMPRISONED NOT MORE THAN TWO YEARS, OR BOTH.

2. Legal Certifications For Employment-Related Reports. Client understands that various legal requirements apply if/when it orders Reports for employment purposes. Client shall comply with all such requirements. In particular, Client makes the following certifications as to legal compliance as to Reports ordered for employment purposes.

A. Disclosure. Client certifies that, in compliance with the FCRA, prior to ordering a Report, Client shall make a clear and conspicuous “disclosure” in writing to the individual about whom the Report will be run (“the Consumer”) in a document that consists solely of the “disclosure.” The “disclosure” shall explain that a Consumer Report may be procured for employment purposes. The “disclosure” shall describe the nature of the Reports to be ordered and meet all other requirements specified by applicable law. The “disclosure” shall not contain any extraneous information not required by applicable law, including, but not limited to, a release of liability.

- B. State Law Notifications.** Client certifies that before ordering a Report from First Choice, it shall also provide any necessary notifications under applicable state law to the Consumer. Client understands that various states, including, but not limited to, California, Minnesota, Oklahoma, New York, Massachusetts, and Washington require that specific information be communicated to the Consumer under certain circumstances. Client also understands that certain states, such as California, Oklahoma, and Minnesota, require that applicants/employees be afforded a check box to allow them to indicate that they would like a copy of any report received by Client. Client agrees that it will work with experienced legal counsel as appropriate to ensure that all applicable requirements are accounted for.
- C. Written Consent.** Client certifies that, consistent with the FCRA, before ordering a Report, the Consumer shall authorize in writing the procurement of such Report.
- D. EEO Law and Regulation Compliance.** Client certifies that it shall not use information contained in a Report provided by First Choice in violation of any applicable federal or state equal employment opportunity law or regulation.
- E. Adverse Action Procedures.** Client certifies that before taking adverse action based in part or whole on a Report from First Choice, it shall follow all legally-required “pre-adverse action” procedures specified by applicable federal, state and/or local law. For example, if the Consumer may be denied employment or incur another adverse action based in whole or part on a Report provided by First Choice, Client will provide to the consumer: (1) a copy of the Report, (2) a description, in writing, of the rights of the consumer entitled “A Summary of Your Rights Under the Fair Credit Reporting Act,” and (3) a written notice containing any and all required notifications under federal, state, or local law. After providing the pre-adverse action communication described above, Client shall wait a reasonable period of time to allow the Consumer to dispute the accuracy of the report before taking any adverse action. After the appropriate waiting period, and assuming no dispute, Client will issue to the Consumer notice of any adverse action taken, including the statutorily-required notice identified in the Fair Credit Reporting Act. Among other things, such notice will include: (1) the name, address, and telephone number of the consumer reporting agency, First Choice, (2) a statement that the consumer reporting agency did not make the decision to take the adverse action and is unable to provide the Consumer the specific reasons why the adverse action was taken, (3) a statement that the Consumer may obtain a free copy of the consumer report from the consumer reporting agency within 60 days pursuant to Section 612 of the Fair Credit Reporting Act, and (4) a statement that the Consumer has the right to dispute with the consumer reporting agency the accuracy or completeness of any information in a consumer report furnished by the agency. If a dispute as to the accuracy of the Report is raised by the Consumer during the waiting period, Client will afford First Choice the legally-allowed time to resolve the dispute before deciding whether to take adverse action.
- F. Certifications Associated With Each Order.** By having First Choice prepare a Report for Client, Client is certifying that: (1) A clear and conspicuous disclosure has been made in writing to the Consumer by Client (in a document that consists solely of the disclosure) stating that a Consumer Report may be obtained for employment purposes; (2) the Consumer has authorized in writing the procurement of the Consumer Report that is being ordered; (3) information from the report to be provided by First Choice will not be used in violation of any applicable Federal or State equal employment opportunity law or regulation, or any other applicable law; and (4) if applicable, Client will comply with the adverse action requirements described in Section 604(b)(3) of the Fair Credit Reporting Act, as well as any other pertinent adverse action requirements. In addition, if the Consumer lives in California or is applying to work in California or works in California, by having First Choice prepare a Report for Client, Client is certifying that: (1) Client has complied with all disclosure and authorization requirements set forth in California Civil

Code 1786.16, (2) Client has provided the Consumer a means to check a box to indicate that he or she would like a copy of any Report received by Client from First Choice, (3) Client will comply with any adverse requirements set forth under California law (including those identified in Cal. Civ. Code § 1786.40) should they become applicable, and (4) Client has otherwise met all requirements for obtaining a Consumer Report or Investigative Consumer Report under California law.

3. **Additional Commitments For Reports Containing Certain Types Of Information.**

- A. **Investigative Consumer Report Information.** If Client chooses to order Investigative Consumer Reports (i.e. certain interview-based reports), it certifies that it shall comply with all legal requirements pertaining to Investigative Consumer Reports. Among other things, it shall clearly and accurately disclose to the Consumer that an Investigative Consumer Report, including information as to his/her character, general reputation, personal characteristics, and mode of living, whichever are applicable, may be obtained. The disclosure shall be made in writing and mailed or otherwise delivered to the Consumer with a summary of the Consumer's rights provided for under 15 U.S.C. § 1681g(c). The disclosure shall also include a statement informing the Consumer of his/her right to submit a written request for additional information, pursuant to 15 U.S.C. § 1681d(b), within a reasonable period of time after the receipt by him/her of the foregoing disclosure. By having First Choice prepare an Investigative Consumer Report for Client, Client is certifying that it has complied with the above requirements in this Section and otherwise met all legal prerequisites for receiving an Investigative Consumer Report. Further, upon receipt of a request by a consumer for additional information about the Investigative Consumer Report being ordered, Client shall disclose in writing the nature and scope of the investigation, which shall be complete and accurate. The disclosure shall be mailed or otherwise delivered to the Consumer not later than five (5) days after the date on which the request for additional disclosure was received from the Consumer or the date the Client first requested the report, whichever is later.
- B. **Criminal History Information.** First Choice recommends that Client screen consumers at the county, state, and federal level, as well as using federal and multi-state/nationwide databases. Client understands that First Choice cannot be held responsible for any records that exist that do not fall within the scope of the search(es) ordered by Client. Client further understands that the multi-state/nationwide database information will only be offered in conjunction with a county or state-level verification of any possible information and that Client will be separately charged for the associated fees. Finally, Client is aware that multiple states and municipalities impose restrictions on the use of criminal history information and that the EEOC counsels that employers should engage in a multi-step process when evaluating applicants'/employees' criminal history information designed to avoid any disparate impact problems under Title VII. Client agrees to monitor all applicable legal restrictions on the use of criminal history information and take all necessary steps to comply with them.
- C. **Motor Vehicle Record Information.** Client certifies that it will only order motor vehicle records and/or driving records (collectively "MVRs") in strict compliance with the Driver Privacy Protection Act ("DPPA" at 18 U.S.C. § 2721 *et seq.*) and any related state laws. Client further certifies that no MVRs shall be ordered without first obtaining the written consent of the Consumer to obtain MVRs. Client shall not retain or store any First Choice-provided MVR results or portions of information contained therein in any database or combine such information with data in any other database, except that Client may keep a copy of a Consumer's MVR in the Consumer's file. Client shall not transmit any data contained in the reported MVR via unsecured means. Client understands that when MVRs are sought in certain states, Client will be required to complete and store certain state-specific written consent materials in connection with any MVR check performed by First

Choice. Client agrees to complete such state-specific written consent materials as required by law or requested by First Choice.

- D. **The Work Number.** Client acknowledges that special requirements are imposed by Talx Corporation before access to “The Work Number” may be provided by First Choice. If Client chooses to order such information from First Choice, Client agrees to comply with the terms for “Subscribers” identified on the provided addendum.

4. **Obligations Regarding The Security of Reports.** Client understands that Reports contain sensitive, personal information. Accordingly, Client agrees to do the following in order to preserve the security of the information being provided pursuant to this Agreement:

- A. **Prevent Misuse Of Services Or Information.** Client shall only request Reports for one-time use. Client agrees to take appropriate measures so as to protect against the misuse and/or unauthorized access of Reports. Client agrees that First Choice may temporarily suspend Client’s access pending an investigation of Client’s potential misuse. Client agrees to cooperate fully with any and all investigations. If any misuse or unauthorized access is found, First Choice may immediately terminate this Agreement.
- B. **Properly Maintain The Client Account.** Client is responsible for the administration and control of Account IDs and shall identify a security administrator to coordinate with First Choice. Client shall manage all Account IDs and notify First Choice promptly if any Account ID becomes inactive or invalid. Client shall follow the policies and procedures of First Choice with respect to account maintenance as communicated to Client from time to time.
- C. **Limit Access Within Organization.** Client shall disclose Reports internally only to Client’s designated and authorized employees having a need to know and only in accordance with the Agreement and applicable law. Client shall ensure that such designated and authorized employees shall not attempt to obtain any Reports on themselves, associates, or any other person except in the reasonable exercise of their official duties.
- D. **Limit Distribution Outside of Organization.** Client shall hold any Report obtained from First Choice in strict confidence, and not disclose it to any third-parties except as necessary to comply with adverse-action requirements under the Fair Credit Reporting Act or as otherwise required by law.
- E. **Disposal of Consumer Report Information.** Client agrees to take reasonable measures to dispose of Reports in order to prevent the unauthorized access to – or use of – information in a Report. Reasonable measures for disposing of consumer report information may include: (1) Burning, pulverizing, or shredding papers containing consumer report information so that the information cannot be read or reconstructed; (2) Destroying, erasing, deleting, and/or scrambling electronic files or media containing consumer report information so that the information cannot be read or reconstructed; or (3) Engaging a professional document destruction contractor to dispose of consumer report information. In all instances, Client’s report disposal procedures shall comply with applicable law.
- F. **Properly Handle Any Potential Or Actual Security Breaches.** In the event that Client learns or has reason to believe that Report data has been disclosed to or accessed by an unauthorized party, Client shall comply with any and all applicable data breach laws.

5. **First Choice’s Services and Obligations.**

- A. **Compliance with Applicable Laws.** First Choice agrees to comply with all laws applicable to consumer reporting agencies. Among other things, First Choice will: (a)

follow reasonable procedures to assure maximum possible accuracy of the information reported, (b) disclose to Consumer, upon request, the information in the Consumer's file, and (c) reinvestigate any information disputed by the Consumer at no charge to the Client and take any necessary action to rectify a report that has been determined to have incorrect or unverifiable information.

- B. Scope of Information Provided.** First Choice shall seek out and deliver information consistent with the service descriptions set forth on its website at the time of the relevant search. Client understands that it must review and consider the scope of a search before placing an order with First Choice. Client also understands that it will not receive information from First Choice that falls outside of a requested search, and that it will not receive information that First Choice determines—in its sole discretion—to be unreportable under applicable law.
- C. Administrative Role As To Adverse Action Correspondence.** If Client elects to have First Choice send out pre- and/or post-adverse action letters on its behalf, Client understands that it must provide to First Choice a request to send out pre-adverse action letter. Client understands and requests that First Choice send out the adverse action letter, after the requested number of days, as set by Client, after First Choice sends the pre-adverse action letter.

The parties agree that First Choice shall not send out the adverse action letter at the day mark specified in two instances: (1) if Client notifies First Choice that it should not send the adverse action letter to the individual in question (e.g., if it has decided to move forward with employing the individual in question); or (2) if First Choice has received a dispute about the background screening report from the individual in question. First Choice will not send out any adverse action letters unless expressly instructed to do so.

Client accepts full responsibility for the content of any adverse action letters sent by First Choice and understands that it must notify First Choice if it intends to use a particular template or if it intends to modify the template made available through First Choice. Client agrees that First Choice plays no role in deciding whether an individual should incur adverse action based upon a Report. Client accepts full responsibility for any and all substantive decision-making based upon the Reports it receives from First Choice. Both parties agree that First Choice's role as to the adverse action process is strictly administrative.

Administrative Role As To Initial Report Review. If Client opts to have First Choice conduct an initial review of completed Reports on its behalf, Client shall supply First Choice with definitive and objective instructions on how to do so. Client understands and agrees that it is solely responsible for creating and defining any such instructions. Client also agrees that First Choice plays no role in deciding whether a Consumer should incur adverse action based upon a Report, and that First Choice's role is strictly administrative. Client accepts full responsibility for any and all substantive decision-making based upon a Report prepared by First Choice. Client understands that First Choice will not send out any notice or communications related to the adverse action process unless expressly instructed by Client to do so and pursuant to agreed-upon terms.

- 6. No Legal Advice.** Client acknowledges the importance of complying with its obligations under applicable law and agrees that it will consult with legal counsel as appropriate regarding the acquisition and use of Reports. Client understands and acknowledges that First Choice is not a law firm and does not provide legal advice in connection with First Choice's furnishing of Reports to Client or Client's use of such Reports. Client understands that any communications by First Choice's employees or representatives regarding searches, verifications, or the content of reports are not to be considered or

construed as legal advice. Client shall consult with counsel as appropriate before deciding whether to act upon information reported by First Choice.

Client understands that sample forms or documents made available by First Choice to Client, including, but not limited to, sample disclosure notices, written authorizations, and adverse action notices are offered solely as a courtesy and should not be construed as legal advice. Laws governing the content of such documents frequently change. Accordingly, Client shall consult with counsel to make sure that it is using appropriate documents that comply with any and all applicable federal, state, and local laws. Use of First Choice's sample documents or processes—including any electronic or hard copy process designed to obtain the consumer's consent to the background check—is entirely optional. Therefore, if Client chooses to use First Choice's sample documents or processes in part or whole, Client agrees that such documents/processes should be considered its own (not that of First Choice), and that Client has consulted with its own legal counsel to the extent necessary regarding the use of such documents/processes.

7. **Responsibility for Decision-Making.** Client understands and agrees that First Choice does not make the decision to deny employment, deny tenancy, or take any other adverse action based on any reported findings in the First Choice investigation process. This responsibility rests solely with Client. Client accepts full responsibility for any decision or adverse action made in part or whole on a Report provided by First Choice.

8. **Warranties and Remedies.**

- A. First Choice assembles information from a variety of sources, including courthouses and government agencies. Client understands that these information sources are not maintained by First Choice. Therefore, First Choice cannot be a guarantor that the information provided from these sources is absolutely accurate. Nevertheless, First Choice has in place procedures designed to ensure the maximum possible accuracy of the information reported and also procedures designed to respond promptly to claims of incorrect or inaccurate information in accordance with applicable law.
- B. Client understands that First Choice obtains the information in its Consumer Reports and Investigative Consumer Reports from various third-party sources "AS IS" and, therefore, is providing the information to Client "AS IS". **FIRST CHOICE BACKGROUND SCREENING MAKES NO REPRESENTATION OR WARRANTY WHATSOEVER, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE OR IMPLIED WARRANTIES ARISING FROM THE COURSE OF DEALING OR A COURSE OF PERFORMANCE; FIRST CHOICE BACKGROUND SCREENING EXPRESSLY DISCLAIMS ANY AND ALL SUCH REPRESENTATIONS AND WARRANTIES.**

9. **Miscellaneous.**

- A. **Counterparts; Facsimile Signatures.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- B. **Independent Contractor.** Each party is and shall remain an independent contractor. Neither party is authorized to assume or create an obligation or responsibility, express or implied, on behalf of or in the name of the other party or to bind the other party in any manner.

- C. **Address Change.** Client shall notify First Choice if Client changes its name or address.
- D. **Information for “Vetting Purposes”.** Client shall be expected to provide certain information to First Choice regarding the nature of its business so that First Choice may appropriately “vet” Client before providing Reports.
- E. **General Legal Compliance.** Client shall comply with all laws applicable to its ordering, receipt, or use of Reports from First Choice.
- F. **Receipt of Federal Notices.** Client acknowledges that it has received a copy of “A Summary of Your Rights Under the Fair Credit Reporting Act” and “Notice to Users of Consumer Reports,” which are attached as Exhibit A and B to this Agreement.
- G. **Audits.** First Choice shall have the right to conduct periodic audits of Client’s compliance with this Agreement. In addition, certain third-party vendors, such as departments of motor vehicles and credit bureaus, require the right to audit Client either directly or through First Choice. The scope and frequency of any audit shall be at the reasonable discretion of First Choice and will be subject to requirements imposed by third-party vendors. First Choice will provide reasonable notice prior to conducting any audit provided that First Choice has received reasonable notice from any third-party vendor involved in the audit process. Any violations discovered as a result of such audit may be cause for immediate action by First Choice, including, but not limited to, immediate termination of this Agreement.
- H. **Validity of Agreement.** The invalidity or unenforceability of any one provision of this Agreement shall not impair the validity and enforceability of the remaining provisions.
- I. **Force Majeure.** The obligation of First Choice to perform under this Agreement shall be excused if caused by matters beyond its reasonable control, including, without limitation, pandemic, government regulation or law, war or insurrection, civil commotion, destruction of production facilities or material by earthquake, fire, flood, storm or other natural disaster, labor disturbances, epidemic or failure of suppliers, public utilities or common carriers.
- J. **No Third-Party Beneficiaries.** Except as specifically provided for herein, this Agreement shall not confer any rights or remedies upon any person other than the parties hereto and their respective successors and permitted assigns.
- K. **No Waiver.** The failure of either party to insist on prompt performance of their duties shall not constitute a waiver of that duty.
- L. **Exhibits and Schedules Incorporated.** All Exhibits and Schedules attached hereto are incorporated herein.
- M. **Survival.** The following provisions shall survive termination of this Agreement: 4, 6, 7, 8, and 9E.

[SIGNATURE PAGE TO FOLLOW]

In signing this Agreement on behalf of Client, the individual below hereby certifies that he/she has direct knowledge of the facts addressed above and that **he/she is authorized to execute this Agreement on behalf of Client.**

Client's Legal Business Name

Signature: _____

Name: _____

Title: _____

Date: _____

First Choice Research and Investigations, LLC

Signature: _____

Name: Nicole Morales

Title: CEO

Date: _____

EXHIBIT A

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street NW, Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street NW, Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer

reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-567-8688.
- The following FCRA right applies with respect to nationwide consumer reporting agencies:

CONSUMERS HAVE THE RIGHT TO OBTAIN A SECURITY FREEZE

You have a right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit.

As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
<p>1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street NW Washington, DC 20552</p> <p>b. Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue NW Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act.</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group P.O. Box 53570 Houston, TX 77052</p> <p>b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480</p> <p>c. Division of Depositor and Consumer Protection National Center for Consumer and Depositor Assistance Federal Deposit Insurance Corporation 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Financial Protection 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Assistant General Counsel for Office of Aviation Consumer Protection Department of Transportation 1200 New Jersey Avenue SE Washington, DC 20590</p>
<p>4. Creditors Subject to the Surface Transportation Board</p>	<p>Office of Public Assistance, Governmental Affairs, and Compliance Surface Transportation Board 395 E Street SW Washington, DC 20423</p>
<p>5. Creditors Subject to the Packers and Stockyards Act, 1921</p>	<p>Nearest Packers and Stockyards Division Regional Office</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Administrator, Office of Capital Access United States Small Business Administration 409 Third Street SW, Suite 8200 Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F Street NE Washington, DC 20549</p>
<p>8. Institutions that are members of the Farm Credit System</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue NW Washington, DC 20580 (877) 382-4357</p>

EXHIBIT B

All users of consumer reports must comply with all applicable regulations, including regulations promulgated after this notice was first prescribed in 2004. Information about applicable regulations currently in effect can be found at the Consumer Financial Protection Bureau's website, www.consumerfinance.gov/learnmore.

NOTICE TO USERS OF CONSUMER REPORTS: OBLIGATIONS OF USERS UNDER THE FCRA

The Fair Credit Reporting Act (FCRA), 15 U.S.C. §1681-1681y, requires that this notice be provided to inform users of consumer reports of their legal obligations. State law may impose additional requirements. The text of the FCRA is set forth in full at the Bureau of Consumer Financial Protection's website at www.consumerfinance.gov/learnmore. At the end of this document is a list of United States Code citations for the FCRA. Other information about user duties is also available at the Bureau's website. **Users must consult the relevant provisions of the FCRA for details about their obligations under the FCRA.**

The first section of this summary sets forth the responsibilities imposed by the FCRA on all users of consumer reports. The subsequent sections discuss the duties of users of reports that contain specific types of information, or that are used for certain purposes, and the legal consequences of violations. If you are a furnisher of information to a consumer reporting agency (CRA), you have additional obligations and will receive a separate notice from the CRA describing your duties as a furnisher.

H. OBLIGATIONS OF ALL USERS OF CONSUMER REPORTS

A. Users Must Have a Permissible Purpose

Congress has limited the use of consumer reports to protect consumers' privacy. All users must have a permissible purpose under the FCRA to obtain a consumer report. Section 604 contains a list of the permissible purposes under the law. These are:

- As ordered by a court or a federal grand jury subpoena. Section 604(a)(1)
- As instructed by the consumer in writing. Section 604(a)(2)
- For the extension of credit as a result of an application from a consumer, or the review or collection of a consumer's account. Section 604(a)(3)(A)
- For employment purposes, including hiring and promotion decisions, where the consumer has given written permission. Sections 604(a)(3)(B) and 604(b)
- For the underwriting of insurance as a result of an application from a consumer. Section 604(a)(3)(C)
- When there is a legitimate business need, in connection with a business transaction that is initiated by the consumer. Section 604(a)(3)(F)(i)
- To review a consumer's account to determine whether the consumer continues to meet the terms of the account. Section 604(a)(3)(F)(ii)
- To determine a consumer's eligibility for a license or other benefit granted by a governmental instrumentality required by law to consider an applicant's financial responsibility or status. Section 604(a)(3)(D)
- For use by a potential investor or servicer, or current insurer, in a valuation or assessment of the credit or prepayment risks associated with an existing credit obligation. Section 604(a)(3)(E)
- For use by state and local officials in connection with the determination of child support payments, or modifications and enforcement thereof. Sections 604(a)(4) and 604(a)(5)

In addition, creditors and insurers may obtain certain consumer report information for the purpose of making “prescreened” unsolicited offers of credit or insurance. Section 604(c). The particular obligations of users of “prescreened” information are described in Section VII below.

B. Users Must Provide Certifications

Section 604(f) prohibits any person from obtaining a consumer report from a consumer reporting agency (CRA) unless the person has certified to the CRA the permissible purpose(s) for which the report is being obtained and certifies that the report will not be used for any other purpose.

C. Users Must Notify Consumers When Adverse Actions Are Taken

The term “adverse action” is defined very broadly by Section 603. “Adverse actions” include all business, credit, and employment actions affecting consumers that can be considered to have a negative impact as defined by Section 603(k) of the FCRA – such as denying or canceling credit or insurance, or denying employment or promotion. No adverse action occurs in a credit transaction where the creditor makes a counteroffer that is accepted by the consumer.

1. Adverse Actions Based on Information Obtained From a CRA

If a user takes any type of adverse action as defined by the FCRA that is based at least in part on information contained in a consumer report, Section 615(a) requires the user to notify the consumer. The notification may be done in writing, orally, or by electronic means. It must include the following:

- The name, address, and telephone number of the CRA (including a toll-free telephone number, if it is a nationwide CRA) that provided the report.
- A statement that the CRA did not make the adverse decision and is not able to explain why the decision was made.
- A statement setting forth the consumer’s right to obtain a free disclosure of the consumer’s file from the CRA if the consumer makes a request within 60 days.
- A statement setting forth the consumer’s right to dispute directly with the CRA the accuracy or completeness of any information provided by the CRA.

2. Adverse Actions Based on Information Obtained From Third Parties Who Are Not Consumer Reporting Agencies

If a person denies (or increases the charge for) credit for personal, family, or household purposes based either wholly or partly upon information from a person other than a CRA, and the information is the type of consumer information covered by the FCRA, Section 615(b)(1) requires that the user clearly and accurately disclose to the consumer his or her right to be told the nature of the information that was relied upon if the consumer makes a written request within 60 days of notification. The user must provide the disclosure within a reasonable period of time following the consumer’s written request.

3. Adverse Actions Based on Information Obtained From Affiliates

If a person takes an adverse action involving insurance, employment, or a credit transaction initiated by the consumer, based on information of the type covered by the FCRA, and this information was obtained from an entity affiliated with the user of the information by common ownership or control, Section 615(b)(2) requires the user to notify the consumer of the adverse action. The notice must inform the consumer that he or she may obtain a disclosure of the nature of the information relied upon by making a written request within 60 days of receiving the adverse action notice. If the consumer makes such a request, the user must disclose the nature of the information not later than 30 days after receiving the request. If consumer report

information is shared among affiliates and then used for an adverse action, the user must make an adverse action disclosure as set forth in I.C.1 above.

D. Users Have Obligations When Fraud and Active Duty Military Alerts are in Files

When a consumer has placed a fraud alert, including one relating to identify theft, or an active duty military alert with a nationwide consumer reporting agency as defined in Section 603(p) and resellers, Section 605A(h) imposes limitations on users of reports obtained from the consumer reporting agency in certain circumstances, including the establishment of a new credit plan and the issuance of additional credit cards. For initial fraud alerts and active duty alerts, the user must have reasonable policies and procedures in place to form a belief that the user knows the identity of the applicant or contact the consumer at a telephone number specified by the consumer; in the case of extended fraud alerts, the user must contact the consumer in accordance with the contact information provided in the consumer's alert.

E. Users Have Obligations When Notified of an Address Discrepancy

Section 605(h) requires nationwide CRAs, as defined in Section 603(p), to notify users that request reports when the address for a consumer provided by the user in requesting the report is substantially different from the addresses in the consumer's file. When this occurs, users must comply with regulations specifying the procedures to be followed, which will be issued by the Consumer Financial Protection Bureau and the banking and credit union regulators. The Consumer Financial Protection Bureau regulations will be available at www.consumerfinance.gov/learnmore/.

F. Users Have Obligations When Disposing of Records

Section 628 requires that all users of consumer report information have in place procedures to properly dispose of records containing this information. The Consumer Financial Protection Bureau, the Securities and Exchange Commission, and the banking and credit union regulators have issued regulations covering disposal. The Consumer Financial Protection Bureau regulations may be found at www.consumerfinance.gov/learnmore/.

II. CREDITORS MUST MAKE ADDITIONAL DISCLOSURES

If a person uses a consumer report in connection with an application for, or a grant, extension, or provision of, credit to a consumer on material terms that are materially less favorable than the most favorable terms available to a substantial proportion of consumers from or through that person, based in whole or in part on a consumer report, the person must provide a risk-based pricing notice to the consumer in accordance with regulations prescribed by the Consumer Financial Protection Bureau.

Section 609(g) requires a disclosure by all persons that make or arrange loans secured by residential real property (one to four units) and that use credit scores. These persons must provide credit scores and other information about credit scores to applicants, including the disclosure set forth in Section 609(g)(1)(D) ("Notice to the Home Loan Applicant").

III. OBLIGATIONS OF USERS WHEN CONSUMER REPORTS ARE OBTAINED FOR EMPLOYMENT PURPOSES

A. Employment Other Than in the Trucking Industry

If the information from a CRA is used for employment purposes, the user has specific duties, which are set forth in Section 604(b) of the FCRA. The user must:

- Make a clear and conspicuous written disclosure to the consumer before the report is obtained, in a document that consists solely of the disclosure, that a consumer report may be obtained.

- Obtain from the consumer prior written authorization. Authorization to access reports during the term of employment may be obtained at the time of employment.
- Certify to the CRA that the above steps have been followed, that the information being obtained will not be used in violation of any federal or state equal opportunity law or regulation, and that, if any adverse action is to be taken based on the consumer report, a copy of the report and a summary of the consumer's rights will be provided to the consumer.
- **Before** taking an adverse action, the user must provide a copy of the report to the consumer as well as the summary of consumer's rights (The user should receive this summary from the CRA.) A Section 615(a) adverse action notice should be sent after the adverse action is taken.

An adverse action notice also is required in employment situations if credit information (other than transactions and experience data) obtained from an affiliate is used to deny employment. Section 615(b)(2).

The procedures for investigative consumer reports and employee misconduct investigations are set forth below.

B. Employment in the Trucking Industry

Special rules apply for truck drivers where the only interaction between the consumer and the potential employer is by mail, telephone, or computer. In this case, the consumer may provide consent orally or electronically, and an adverse action may be made orally, in writing, or electronically. The consumer may obtain a copy of any report relied upon by the trucking company by contacting the company.

IV. OBLIGATIONS WHEN INVESTIGATIVE CONSUMER REPORTS ARE USED

Investigative consumer reports are a special type of consumer report in which information about a consumer's character, general reputation, personal characteristics, and mode of living is obtained through personal interviews by an entity or person that is a consumer reporting agency. Consumers who are the subjects of such reports are given special rights under the FCRA. If a user intends to obtain an investigative consumer report, Section 606 requires the following:

- The user must disclose to the consumer that an investigative consumer report may be obtained. This must be done in a written disclosure that is mailed, or otherwise delivered, to the consumer at some time before or not later than three days after the date on which the report was first requested. The disclosure must include a statement informing the consumer of his or her right to request additional disclosures of the nature and scope of the investigation as described below, and the summary of consumer rights required by Section 609 of the FCRA. (The summary of consumer rights will be provided by the CRA that conducts the investigation.)
- The user must certify to the CRA that the disclosures set forth above have been made and that the user will make the disclosure described below.
- Upon the written request of a consumer made within a reasonable period of time after the disclosures required above, the user must make a complete disclosure of the nature and scope of the investigation. This must be made in a written statement that is mailed or otherwise delivered, to the consumer no later than five days after the date on which the request was received from the consumer or the report was first requested, whichever is later in time.

V. SPECIAL PROCEDURES FOR EMPLOYEE INVESTIGATIONS

Section 603(x) provides special procedures for investigations of suspected misconduct by an employee or for compliance with Federal, state or local laws and regulations or the rules of a self-regulatory organization, and compliance with written policies of the employer. These investigations are not treated as consumer reports so long as the employer or its agent complies with the procedures set forth in Section 603(x), and a summary describing the nature and scope of the inquiry is made to the employee if an adverse action is taken based on the investigation.

VI. OBLIGATIONS OF USERS OF MEDICAL INFORMATION

Section 604(g) limits the use of medical information obtained from consumer reporting agencies (other than payment information that appears in a coded form that does not identify the medical provider). If the information is to be used for an insurance transaction, the consumer must give consent to the user of the report or the information must be coded. If the report is to be used for employment purposes – or in connection with a credit transaction (except as provided in regulations issued by the banking and credit union regulators) – the consumer must provide specific written consent and the medical information must be relevant. Any user who receives medical information shall not disclose the information to any other person (except where necessary to carry out the purpose for which the information was disclosed, or as permitted by statute, regulation, or order).

VII. OBLIGATIONS OF USERS OF “PRESCREENED” LISTS

The FCRA permits creditors and insurers to obtain limited consumer report information for use in connection with unsolicited offers of credit or insurance under certain circumstances. Sections 603(1), 604(c), 604(e), and 614(d). This practice is known as “prescreening” and typically involves obtaining a list of consumers from a CRA who meet certain preestablished criteria. If any person intends to use prescreened lists, that person must (1) before the offer is made, establish the criteria that will be relied upon to make the offer and grant credit or insurance, and (2) maintain such criteria on file for a three-year period beginning on the date on which the offer is made to each consumer. In addition, any user must provide with each written solicitation a clear and conspicuous statement that:

- Information contained in a consumer’s CRA file was used in connection with the transaction.
- The consumer received the offer because he or she satisfied the criteria for credit worthiness or insurability used to screen for the offer.
- Credit or insurance may not be extended if, after the consumer responds, it is determined that the consumer does not meet the criteria used for screening or any applicable criteria bearing on credit worthiness or insurability, or the consumer does not furnish required collateral.
- The consumer may prohibit the use of information in his or her file in connection with future prescreened offers of credit or insurance by contacting the notification system established by the CRA that provided the report. The statement must include the address and toll-free telephone number of the appropriate notification system.

In addition, the Consumer Financial Protection Bureau has established the format, type size, and manner of the disclosure required by Section 615(d), with which users must comply. The regulation is 12 CFR 1022.54.

VIII. OBLIGATIONS OF RESELLERS

A. Disclosure and Certification Requirements

Section 607(e) requires any person who obtains a consumer report for resale to take the following steps:

- Disclose the identity of the end-user to the source CRA.
- Identify to the source CRA each permissible purpose for which the report will be furnished to the end-user.
- Establish and follow reasonable procedures to ensure that reports are resold only for permissible purposes, including procedures to obtain:
 - (1) the identify of all end-users;
 - (2) certifications from all users of each purpose for which reports will be used; and
 - (3) certifications that reports will not be used for any purpose other than the purpose(s) specified to the reseller. Resellers must make reasonable efforts to verify this information before selling the report.

B. Reinvestigations by Resellers

Under Section 611(f), if a consumer disputes the accuracy or completeness of information in a report prepared by a reseller, the reseller must determine whether this is a result of an action or omission on its part and, if so, correct or delete the information. If not, the reseller must send the dispute to the source CRA for reinvestigation. When any CRA notifies the reseller of the results of an investigation, the reseller must immediately convey the information to the consumer.

C. Fraud Alerts and Resellers

Section 605A(f) requires resellers who receive fraud alerts or active duty alerts from another consumer reporting agency to include these in their reports.

IX. LIABILITY FOR VIOLATIONS OF THE FCRA

Failure to comply with the FCRA can result in state government or federal government enforcement actions, as well as private lawsuits. Sections 616, 617, and 621. In addition, any person who knowingly and willfully obtains a consumer report under false pretenses may face criminal prosecution. Section 619.

The Consumer Financial Protection Bureau website, www.consumerfinance.gov/learnmore, has more information about the FCRA.

Citations for FCRA sections in the U.S. Code, 15 U.S.C. § 1618 et seq.:

Section 603	15 U.S.C. 1681	Section 615	15 U.S.C. 1681m
Section 603	15 U.S.C. 1681a	Section 616	15 U.S.C. 1681n
Section 604	15 U.S.C. 1681b	Section 617	15 U.S.C. 1681o
Section 605	15 U.S.C. 1681c	Section 618	15 U.S.C. 1681p
Section 605A	15 U.S.C. 1681c-1	Section 619	15 U.S.C. 1681q
Section 605B	15 U.S.C. 1681c-2	Section 620	15 U.S.C. 1681r
Section 606	15 U.S.C. 1681d	Section 621	15 U.S.C. 1681s
Section 607	15 U.S.C. 1681e	Section 622	15 U.S.C. 1681s-1
Section 608	15 U.S.C. 1681f	Section 623	15 U.S.C. 1681s-2
Section 609	15 U.S.C. 1681g	Section 624	15 U.S.C. 1681t
Section 610	15 U.S.C. 1681h	Section 625	15 U.S.C. 1681u
Section 611	15 U.S.C. 1681i	Section 626	15 U.S.C. 1681v
Section 612	15 U.S.C. 1681j	Section 627	15 U.S.C. 1681w
Section 613	15 U.S.C. 1681k	Section 628	15 U.S.C. 1681x
Section 614	15 U.S.C. 1681l	Section 629	15 U.S.C. 1681y



ITEM SUMMARY

MEETING DATE: September 17, 2025
FROM: Monica Powery, Director of Purchasing
SUBJECT: Award of RFP No. 25-004 AV System Upgrade and Equipment Replacement

BACKGROUND

The City of Greenacres desires to hire an experienced and qualified experienced vendor to replace current equipment currently providing audiovisual (AV) functionality in the Council Chambers at City Hall and the Banquet Hall at the Community Center. The RFP was advertised by the City's Purchasing Department on March 16, 2025.

ANALYSIS

The proposals were opened April 22, 2025, with three (3) proposers responding. The attached tabulation sheet summarizes the responses received. The Selection Committee was comprised of the following City personnel: Director of Information Technology, Senior Systems Engineer, City Clerk, and the Senior Buyer and the Buyer as the Chairs.

The Selection Committee meeting was held on July 9, 2025, during which AVI-SPL, LLC, Innuvo, Inc., and Peerson Audio, Inc. presented to the committee. Immediately after, the selection committee held a meeting to discuss, evaluate and rank the three firms. After discussion the committee voted AVI-SPL, LLC as the highest ranked firm. The attached tabulation sheet summarizes the committee's final ranking.

The solutions that have been proposed by AVI-SPL, LLC and selected by City staff will result in significant improvements to the functionality of each of these important spaces for the City, and are described below.

Council Chamber:

Obsolete control, display and audio equipment in the Council Chambers will be replaced with new hardware using the latest "AV over IP" technology. A major benefit of this technology to the City will come from its flexibility. Instead of dedicated AV network equipment and cabling used in a traditional AV system, with inherent limitations on the number and locations of input and output devices, AV over IP uses the same network technology as our computers to communicate AV signals. Devices in any location connected to the City's computer network can send and receive AV signals, e.g., whatever is being displayed in Council Chambers could easily be displayed in the future EOC Command Center or the Community Center Banquet Hall, by adding relatively inexpensive encoder and/or decoder devices. This demonstrates a second important benefit: no limits to the number of devices that can be added to the system, as long as they can connect to the City's computer network.

Banquet Hall:

The aging projector and screen in the Community Center Banquet Hall will be replaced by a new, ultra-high-definition, 135-inch diagonal, direct view LCD display, providing the latest technology for clear, high-contrast viewing from every part of the room.

FINANCIAL INFORMATION

The total cost of the proposed solutions for both spaces is \$101,904.55. Sufficient funds are budgeted in the Information Technology Department's FY2025 budget.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolution No. 2025-36 authorizing execution of agreement and award for RFP No. 25-004 AV System Upgrade and Equipment Replacement to AVI-SPL, LLC. for the amount of \$101,904.55.

RESOLUTION NO. 2025-36

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING THE PROFESSIONAL SERVICE AGREEMENT BETWEEN THE CITY OF GREENACRES AND AVI-SPL, LLC TO PROVIDE AV SYSTEM UPGRADE AND EQUIPMENT REPLACEMENT SERVICES FOR THE CITY COUNCIL CHAMBERS AND COMMUNITY CENTER BANQUET HALL; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Greenacres is in need of an experienced and qualified vendor to provide audiovisual (AV) system upgrades and equipment replacement in the Council Chambers at City Hall and the Banquet Hall at the Community Center; and

WHEREAS, The Purchasing Department issued Request for Proposal No. 25-004 (the “RFP”) on March 16, 2025; and

WHEREAS, On April 22, 2025, the Purchasing Department received three (3) proposals, which were reviewed to ensure compliance with the RFP requirements; and

WHEREAS, The Selection Committee, consisting of the Director of Information Technology, Senior Systems Engineer, City Clerk, Senior Buyer, and Buyer as Chairs, held a meeting on July 9, 2025, to hear presentations from AVI-SPL, LLC, Innuvo, Inc., and Peerson Audio, Inc., after which the committee evaluated and ranked the firms; and

WHEREAS, The Selection Committee determined AVI-SPL, LLC to be the highest-ranked proposer and recommends award of the agreement; and

WHEREAS, The proposed solutions will significantly improve the City’s AV functionality, including modernizing the Council Chambers with flexible “AV over IP” technology and replacing the outdated projector in the Banquet Hall with a 135-inch ultra-high-definition LCD display; and

WHEREAS, The total cost of the project is \$101,904.55, which is funded in the Information Technology Department’s FY2025 budget; and

Resolution No. 2025-36 | AV System Upgrade and Equipment Replacement

Page No. 2

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

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

SECTION 1. The City Council hereby awards RFP No. 25-004 to AVI-SPL, LLC and approves the execution of an agreement in the amount of \$101,904.55 for AV system upgrade and equipment replacement services.

SECTION 2. The City Council authorizes the appropriate City Officials to execute the agreement and take all necessary actions to carry out the intent of this Resolution.

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

Resolution No. 2025-36 | AV System Upgrade and Equipment Replacement

Page No. 3

RESOLVED AND ADOPTED this 17th of day of September 2025

Chuck Shaw, Mayor

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

Attest:

Quintella Moorer, City Clerk

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

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

Voted:
Susy Diaz, Deputy Mayor

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

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Teri Lea Beiriger, Director, Department of Finance

SUBJECT: FY 2025 Budget Resolutions

BACKGROUND

Following completion of the City Council's approval of the mandated millage and budget ordinances required by F.S. 200.065 (Truth-in-Millage), the City Council passes a series of standard resolutions necessary to implement the successful closeout of the prior year's budget (FY 2025) and the start of the new fiscal year's budget (FY 2026).

ANALYSIS

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

1. **Resolution 2025-37:** When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.
2. **Resolution 2025-38:** The City's Comprehensive Plan provides for the creation of a five-year capital planning process in order to establish goals for forecasting future public improvements and facilities needed in the City. As part of the annual budget approval process, City staff updates this capital forecast over a six-year period, beginning with the upcoming budget execution year and a five-year capital planning period. The plan identifies capital needs for new and renovated parks, public buildings, infrastructure, and major equipment purchases by the City over the six-year planning horizon. This resolution authorizes the implementation of the FY 2026 Capital Improvements Program (CIP) and adoption of the CIP for fiscal years 2026-2031.
3. **Resolution 2025-39:** The Government Accounting Standards Board (GASB) provides recommendations on how to handle open encumbrances at year end. These open encumbrances are essentially contracts and purchase orders that have been placed where some or all of the goods and services ordered have not yet been delivered by fiscal year end.

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

4. **Resolution 2025-40**: Pursuant to the approval of Ordinances 2025-17 and 2025-18, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2026 budget.

FINANCIAL INFORMATION

The financial impact is described above.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolutions 2025-37, 2025-38, 2025-39 and 2025-40.

RESOLUTION NO. 2025-37**A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING BUDGET ADJUSTMENTS WITHIN THE FY 2025 TOTAL OPERATING BUDGET.**

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

WHEREAS, operations of the City during fiscal year 2025 will be within the total budgeted funds, but adjustments will be required to eliminate cost center, department and fund deficiencies.

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

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

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

Resolution No. 2025-37 | Authorizing Budget Adjustments within the FY 2025 Total Operating

Budget

Page No. 2

RESOLVED AND ADOPTED this 17th day of September 2025.

Chuck Shaw, Mayor**Attest:**

Quintella Moorer, City Clerk

*Voted:***Susy Diaz**, Deputy Mayor

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

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

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

*Voted:***Paula Bousquet**, Council Member, *District V***Approved as to Form and Legal Sufficiency:**

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Teri Lea Beiriger, Director, Department of Finance

SUBJECT: FY 2025 Budget Resolutions

BACKGROUND

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

1. **Resolution 2025-37:** When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.
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The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2025, a number of capital projects were partially encumbered with purchase orders and will be carried over to complete the commitment(s).

4. **Resolution 2025-40**: Pursuant to the approval of Ordinances 2025-17 and 2025-18, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2026 budget.

FINANCIAL INFORMATION

The financial impact is described above.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolutions 2025-37, 2025-38, 2025-39 and 2025-40.

RESOLUTION NO. 2025-38**A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ADOPTING A CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEARS 2026-2031; PROVIDING DIRECTION TO THE CITY MANAGER; AND PROVIDING AN EFFECTIVE DATE.**

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

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

WHEREAS, the City Manager has prepared and transmitted to the City Council a proposed Capital Improvements Program for fiscal years 2026 through 2031; and

WHEREAS, the City Council wishes to adopt the fiscal year 2026 through 2031 Capital Improvements Program, the summary of which is Exhibit "A" hereto, as a work plan for fiscal year 2026, and as a planning document for fiscal years 2026 through 2031; and,

WHEREAS, the City Council finds adopting this Resolution serves a valid public purpose.

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

SECTION 1. The Capital Improvements Program as recommended by the City Manager is hereby adopted for six (6) fiscal years beginning October 1, 2025, and ending September 30, 2031.

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

Resolution No. 2025-38 | Adopting a Capital Improvements Program for Fiscal Years 2026
2031

Page No. 2

and other information as may be necessary to fund and implement the fiscal year 2026 Capital Improvements Program, as hereby adopted.

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

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

SECTION 5. This Resolution shall become effective October 1, 2025.

RESOLVED AND ADOPTED this 17th day of September 2025.

Chuck Shaw, Mayor

Attest:

Quintella Moorer, City Clerk

Voted:
Susy Diaz, Deputy Mayor

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

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

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

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

Approved as to Form and Legal Sufficiency:

Resolution No. 2025-38 | Adopting a Capital Improvements Program for Fiscal Years 2026

2031

Page No. 4

Glen J. Torcivia, City Attorney

Resolution No. 2025-38 | Adopting a Capital Improvements Program for Fiscal Years 2026
2031
Page No. 5

EXHIBIT "A"
CAPITAL IMPROVEMENT PROGRAM
FY 2026-2031 - COST BY FUND

PRJ # DESCRIPTION	BUDGET FY 2025	AMENDED BUDGET	ADOPTED FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
NEW GROWTH 301								
094 Tyler Energov	0	0	0	0	0	0	0	0
212 Fire Rescue Equipment (grant)	70,000	70,000	20,000	0	0	0	0	0
222 LED Display Monuments	160,000	160,000	160,000	0	0	0	0	0
237 Fire Station (from 306)	1,000,000	1,000,000	2,400,000	5,350,000	4,850,000	0	0	0
238 Emergency Op Center	4,000,000	4,000,000	10,500,000	15,500,000	0	0	0	0
239 Safe Streets for All / Complete Street		185,000	250,000	1,450,000	2,000,000	0	0	0
TOTAL NEW GROWTH	5,230,000	5,415,000	13,330,000	22,300,000	6,850,000	0	0	0
PARKS & RECREATION - FUND 303								
032 City Parks Improvement	116,000	121,520	184,500	166,200	131,000	110,000	425,000	0
048 Parks Court Resurfacing	30,000	58,500	40,000	50,000	60,000	50,000	50,000	0
160 Parks/Building Parking Resurf	120,000	120,000	0	25,000	0	0	0	0
186 Public Grounds Rejuvenation	15,000	15,000	15,000	15,000	15,000	15,000	15,000	0
190 Lighting Enhancements	150,000	150,000	93,500	0	0	0	0	0
198 Community Center Renovation	15,000	15,000	25,000	0	0	0	0	0
240 Parks Master Plan	150,000	150,000	0	0	0	0	0	0
TOTAL PARKS & RECREATION	\$ 596,000	\$ 630,020	\$ 358,000	\$ 256,200	\$ 206,000	\$ 175,000	\$ 490,000	\$ -
RECONSTRUCTION & MAINTENANCE - FUND 304								
049 Equipment Replacement	111,700	229,428	127,400	268,700	304,100	134,900	200,000	87,000
069 Copier Replacement	10,000	10,000	0	56,000	43,000	13,000	28,000	0
073 JAG Law Enf Equipment	13,000	13,000	20,000	0	0	0	0	0
088 Vehicle Replacement	312,000	360,000	643,000	2,155,000	215,000	582,000	2,085,000	0
091 Computer Hardware Replacement	28,000	28,000	36,000	0	0	0	0	0
150 Roof Replacement	20,000	113,192	20,000	20,000	20,000	20,000	20,000	20,000
151 Exterior/Interior Painting	10,000	10,000	46,500	37,500	44,000	10,000	10,000	10,000
152 Storm Water Pipe	60,000	60,000	75,000	30,000	30,000	30,000	30,000	30,000
161 Road Resurfacing & Striping	175,000	182,661	210,000	300,000	300,000	100,000	0	0
163 HVAC Replacement Program	120,500	120,500	105,000	105,000	40,000	70,000	40,000	30,000
191 Public Safety HQ Renovation	0	0	180,000	0	0	0	0	0
215 Fire Rescue / EMS Equipment	82,000	82,000	228,000	641,000	418,000	328,000	331,000	277,000
220 Public Right of Way Landscape	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
229 Flooring Replacement	85,000	85,000	17,000	82,000	87,000	12,000	27,000	32,000
242 Office Building Bathrooom	63,000	63,000	0	0	0	0	0	0
2XX Public Works Building Rehab			75,000	0	0	0	0	0
TOTAL RECONSTRUCTION & MAINTENANCE	\$ 1,100,200	\$ 1,366,781	\$ 1,792,900	\$ 3,705,200	\$ 1,511,100	\$ 1,309,900	\$ 2,781,000	\$ 496,000
INFRASTRUCTURE SURTAX - FUND 305								
032 City Parks Improv	0	39,262	511,000	0	0	0	0	0
088 Vehicle Replacement	0	0	1,838,000	0	0	0	0	0
106 City Sidewalks	0	6,000	0	0	0	0	0	0
169 FR 96 Standby Generator	0	0	0	0	0	0	0	0
191 Fire Rescue Station Renovations	0	0	0	0	0	0	0	0
193 Original Section Drainage Improv N (CDBG)	1,460,000	1,498,359	1,725,000	1,575,000	0	0	0	0
222 City Information Signs Upgrade	0	96,512	0	0	0	0	0	0
226 Lake Drainage Imp (Gladiator Lake)	30,000	2,974,097	0	0	0	0	0	0
231 Septic to Sewer S (Fed)	1,890,000	2,028,453	1,590,000	1,590,000	0	0	0	0
232 Dillman Trail	0	0	0	0	0	0	0	0
233 Chickasaw Rd Improv	0	421,623	0	0	0	0	0	0
TOTAL INFRASTRUCTURE SURTAX	\$ 3,380,000	\$ 7,064,306	\$ 5,664,000	\$ 3,165,000	\$ 0	\$ 0	\$ 0	\$ 0
AMERICAN RESCUE PLAN - FUND 306								
236 Youth Building		11,859,038	600,000	0	0	0	0	0
TOTAL AMERICAN RESCUE PLAN	\$ 0	\$ 11,859,038	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL CAPITAL IMPROVEMENT PROGRAM	\$ 10,306,200	\$ 20,920,145	\$ 21,744,900	\$ 7,126,400	\$ 1,717,100	\$ 1,484,900	\$ 3,271,000	\$ 496,000



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Teri Lea Beiriger, Director, Department of Finance

SUBJECT: FY 2025 Budget Resolutions

BACKGROUND

Following completion of the City Council's approval of the mandated millage and budget ordinances required by F.S. 200.065 (Truth-in-Millage), the City Council passes a series of standard resolutions necessary to implement the successful closeout of the prior year's budget (FY 2025) and the start of the new fiscal year's budget (FY 2026).

ANALYSIS

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

1. **Resolution 2025-37:** When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.
2. **Resolution 2025-38:** The City's Comprehensive Plan provides for the creation of a five-year capital planning process in order to establish goals for forecasting future public improvements and facilities needed in the City. As part of the annual budget approval process, City staff updates this capital forecast over a six-year period, beginning with the upcoming budget execution year and a five-year capital planning period. The plan identifies capital needs for new and renovated parks, public buildings, infrastructure, and major equipment purchases by the City over the six-year planning horizon. This resolution authorizes the implementation of the FY 2026 Capital Improvements Program (CIP) and adoption of the CIP for fiscal years 2026-2031.
3. **Resolution 2025-39:** The Government Accounting Standards Board (GASB) provides recommendations on how to handle open encumbrances at year end. These open encumbrances are essentially contracts and purchase orders that have been placed where some or all of the goods and services ordered have not yet been delivered by fiscal year end.

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

4. **Resolution 2025-40**: Pursuant to the approval of Ordinances 2025-17 and 2025-18, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2026 budget.

FINANCIAL INFORMATION

The financial impact is described above.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolutions 2025-37, 2025-38, 2025-39 and 2025-40.

RESOLUTION NO. 2025-39

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, PROVIDING FOR AUTOMATIC AMENDMENT OF THE FISCAL YEAR 2026 BUDGET TO REFLECT OUTSTANDING ENCUMBERED ORDERS OF FISCAL YEAR 2025; PROVIDING THAT THE COST OF THOSE EXPENDITURES ARE TO BE PAID FROM FUNDS CARRIED FORWARD FROM FISCAL YEAR 2025; AND PROVIDING FOR AN EFFECTIVE DATE

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

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

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

WHEREAS, the City Council finds adopting this Resolution serves a valid public purpose.

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

SECTION 1. Encumbrances for unpaid outstanding expenditures for goods and services at the end of fiscal year 2025 and the funds allocated therefore shall, in the annual audit, be disclosed in the footnotes and said funds shall be classified as assigned fund balances.

SECTION 2. The fiscal year 2026 budget shall automatically re-appropriate encumbered assigned fund balances and shall automatically include those previously encumbered expenditures for goods and services, allocating those expenditure items in the same budget classification as established in the fiscal year 2025 budget.

SECTION 3. Since the revenue necessary for these expenditure items was provided for in the prior year's budget and will be reflected in the annual audit as funds designated for fiscal year 2025 encumbrances, and since these items of income and expenditures shall balance, neither need be shown in the fiscal year 2026 published and adopted budget, they will be treated as authorized amendments to the fiscal year 2025 expenditure budget.

SECTION 4. The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2025, twenty-two (22) capital projects were partially encumbered with purchase orders. The projects are:

Resolution No. 2025-39 | Automatic Amendment of the Fiscal Year 2026 Budget to Reflect Outstanding Encumbered Orders of Fiscal Year 2025 - Page No. 3

Account Number	CIP Projects
301-40-42-63-14	CIP-239 Safe Streets
301-50-55-62-26	CIP-238 EOC
301-50-55-64-48	CIP-212 Fire Rescue / EMS Equipment
303-40-46-63-56	CIP-240 Parks Master Plan
303-40-46-63-58	CIP-160 Parks/Building Parking Resurfacing
303-40-46-63-91	CIP-032 City Park Improvements
303-60-65-62-58	CIP-198 Comm Ctr Expansion
304-40-42-63-17	CIP-161 Road Striping/Marking
304-40-42-63-45	CIP-220 Public ROW Landscape Rejuvenation
304-40-42-64-20	CIP-049 Equip Replacement
304-40-43-64-13	CIP-088 Vehicle Replacement Program
304-40-44-62-55	CIP-150 Bldg Roof Replac
304-40-44-62-66	CIP-163 AC Replacement
304-40-46-63-28	CIP-152 Stormwater Pipe
304-50-53-64-94	CIP-073 Justice Asst. Grt
304-50-55-64-49	CIP-215 F/R Equipment Replacement
305-30-31-63-22	CIP-193 Septic to Sewer North (Original Section)
305-30-31-63-25	CIP-226 Lake Drainage Improvements
305-30-31-63-64	CIP-222 City Information Signs/Monuments Upgrade
305-40-42-63-12	CIP-233 Chickasaw Road Improvements
305-40-46-63-26	CIP-231 Septic to Sewer South
306-60-64-62-43	CIP-236 Youth Building

SECTION 5. This Resolution shall become effective upon adoption.

The above is accomplished though Resolution 2025-39.

RESOLVED AND ADOPTED this 17th day of September 2025.

Voted:

Chuck Shaw, Mayor

Susy Diaz, Deputy Mayor

Attest:

Voted:

Quintella Moorer, City Clerk

John Tharp, Council Member, District I

Resolution No. 2025-39 | Automatic Amendment of the Fiscal Year 2026 Budget to Reflect Outstanding Encumbered Orders of Fiscal Year 2025 - Page No. 4

Voted:

Peter Noble, Council Member, *District II*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Teri Lea Beiriger, Director, Department of Finance

SUBJECT: FY 2025 Budget Resolutions

BACKGROUND

Following completion of the City Council's approval of the mandated millage and budget ordinances required by F.S. 200.065 (Truth-in-Millage), the City Council passes a series of standard resolutions necessary to implement the successful closeout of the prior year's budget (FY 2025) and the start of the new fiscal year's budget (FY 2026).

ANALYSIS

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

1. **Resolution 2025-37:** When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.
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The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2025, a number of capital projects were partially encumbered with purchase orders and will be carried over to complete the commitment(s).

4. **Resolution 2025-40**: Pursuant to the approval of Ordinances 2025-17 and 2025-18, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2026 budget.

FINANCIAL INFORMATION

The financial impact is described above.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolutions 2025-37, 2025-38, 2025-39 and 2025-40.

RESOLUTION NO. 2025-40

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING STAFF ACTIONS TO PROCURE THOSE ITEMS APPROVED IN THE FISCAL YEAR 2026 BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City Council has approved the operating and Capital Improvement Program budgets for fiscal year 2026; and

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

WHEREAS, it is deemed appropriate and serves a valid public purpose to implement procurement actions to acquire those commodities, products, and services.

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

SECTION 1. The Purchasing Agent is hereby authorized to procure those items included in the approved budget commencing October 1, 2025.

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

SECTION 3. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED this 17th day of September 2025.

Chuck Shaw, Mayor

Attest:

Quintella Moorer, City Clerk

Susy Diaz, Deputy Mayor

John Tharp, Council Member, *District I*

Peter Noble, Council Member, *District II*

Judith Dugo, Council Member, *District III*

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Resolution No. 2025-40 | Authorizing Staff Actions to Procure those Items Approved in the
Fiscal Year 2026 Budget
Page No. 3

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025
FROM: Monica Powery, Director, Purchasing
SUBJECT: Award of Bid No. 25-009 Medical Supplies

BACKGROUND

The City of Greenacres desires to hire an experienced and qualified companies to provide medical supplies to the City on as “as needed” basis. The bid was advertised by the City’s Purchasing Department on August 3, 2025.

ANALYSIS

The proposals were opened on September 5, 2025 with seven (7) bidders responding. The attached tabulation sheet summarized the results received. City staff has evaluated the proposal and recommends award to Bound Tree Medical, LLC, Henry Schein Inc., and Life-Assist, Inc. Per the Item 2-6 Agreement Award & Term of the bid document, the City reserves the right to not award to vendors for less than twenty (20) items, therefore, Agni Enterprises, LLC; Apex OmniSource LLC; Medical Solutions, Inc.; and ZOLL Medical Corporation will not be awarded an agreement.

FINANCIAL INFORMATION

Funds will be expensed as needed throughout the Fiscal Year. Sufficient funds are budgeted in the Fire Rescue Department.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolution No. 2025-41 authorizing execution of a one-year agreement with the option for three (3) additional one-year renewals for Bid No. 25-009 Medical Supplies to Bound Tree Medical, LLC, Henry Schein Inc., and Life-Assist, Inc.

RESOLUTION NO. 2025-41

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING AN AGREEMENT FOR MEDICAL SUPPLIES; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City is in need of a variety of medical supplies for the Fire Rescue Department in order to provide EMT and paramedic services to the community; and

WHEREAS, the Purchasing Department issued Invitation to Bid No. 25-009 (the "BID"); and

WHEREAS, the BID was advertised on the legal notices section of the Palm Beach Post on August 3, 2025, and a notice was also sent to eight hundred twenty-nine (829) prospective bidders via DemandStar; and

WHEREAS, on September 5, 2025 at 3:00 p.m. EST, the BID closed and the Purchasing Department (the "Department") received seven (7) responses which were reviewed by the Department to ensure the responses met the BID requirements and the bidders were both responsive and responsible; and

WHEREAS, the Department recommends that the City Council approve award of the BID to Bound Tree Medical, LLC, Henry Schein Inc., and Life-Assist, Inc., and authorize the execution of the agreements; and

WHEREAS, the agreements will be for an initial term of one (1) year, with the option to renew for up to three (3) additional one-year terms, subject to mutual agreement and appropriation of funds by the City Council; and,

WHEREAS, the City Council finds approving the award and execution of the agreements as set forth herein serves a valid public purpose.

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

Resolution No. 2025-41 | Medical Supplies

Page No. 2

SECTION 1. The City Council hereby awards Bid No. 25-009 to Bound Tree Medical, LLC, Henry Schein Inc., and Life-Assist, Inc., and authorizes execution of the agreements for medical supplies.

SECTION 2. The City Council authorizes the appropriate City Officials to execute the agreements and take all necessary actions to carry out the intent of this Resolution.

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

RESOLVED AND ADOPTED this 17 of day of September 2025

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District I*

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, Council Member, *District I*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Susy Diaz, Deputy Mayor

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Monica Powery, Director, Purchasing

SUBJECT: Award of Bid No. 25-011 Landscape Maintenance Services for Facilities & Parks

BACKGROUND

The City of Greenacres requires professional landscape maintenance services for fourteen (14) City facilities and parks. To meet this need, the Purchasing Department issued Bid No. 25-011 on August 14, 2025.

ANALYSIS

The proposals were opened on September 5, 2025 with seventeen (17) bidders responding. One submission was determined to be unrelated to the solicitation, leaving sixteen (16) responsive proposals for evaluation. City staff has evaluated the proposal and recommends award to D.S. Landscaping, Inc. as the lowest responsive and responsible bidder.

FINANCIAL INFORMATION

Sufficient funds are budgeted in account 001-40-46-34-4 to provide for award.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolution No. 2025-43 authorizing execution of a one-year agreement with the option for three (3) additional one-year renewals for Bid No. 25-011 Landscape Maintenance Services for Facilities & Parks Services to D.S. Landscaping, Inc.

RESOLUTION NO. 2025-43

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING A MAINTENANCE SERVICE AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES FOR FACILITIES & PARKS; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City is in need of landscape maintenance services for fourteen (14) City facilities and parks; and

WHEREAS, the Purchasing Department issued Invitation to Bid No. 25-011 (the "BID"); and

WHEREAS, the BID was advertised on the legal notices section of the Palm Beach Post on August 14, 2025, and a notice was also sent to four hundred nineteen (419) prospective bidders via DemandStar; and

WHEREAS, on September 5, 2025 at 3:00 p.m. EST, the BID closed and the Purchasing Department (the "Department") received seventeen (17) responses which were reviewed by the Department to ensure the responses met the BID requirements and the bidders were both responsive and responsible; and

WHEREAS, the Department recommends that the City Council approve award of the BID to D.S. Landscaping, Inc.; and

WHEREAS, the proposed agreement with D.S. Landscaping will be for an initial term of one (1) year, with the option to renew for up to three (3) additional one-year terms, subject to mutual agreement and appropriation of funds by the City Council; and

WHEREAS, the City Council finds adopting the Resolution and approving the agreement with D.S. Landscaping serves a valid public purpose.

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

Resolution No. 2025-43 | Landscape Maintenance Services for Facilities & Parks
Page No. 2

SECTION 1. The City Council hereby awards Bid No. 25-011 to D.S. Landscaping, Inc.
and authorizes execution of an agreement for landscape maintenance services.

SECTION 2. The City Council authorizes the appropriate City Officials to execute the
agreement and take all necessary actions to carry out the intent of this Resolution.

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

RESOLVED AND ADOPTED this 17 of day of September 2025

Resolution No. 2025-43 | Landscape Maintenance Services for Facilities & Parks
Page No. 3

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District I*

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, Council Member, *District I*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Susy Diaz, Deputy Mayor

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Monica Powery, Director, Purchasing

SUBJECT: Award of Bid No. 25-012 Irrigation Installation, Maintenance and Repair Services

BACKGROUND

The City of Greenacres desires to hire an experienced and qualified company to perform repair, maintenance and installation of irrigation systems throughout the City. The bid was advertised by the City's Purchasing Department on August 14, 2025.

ANALYSIS

The proposals were opened on September 5, 2025 with two (2) bidders responding. The attached tabulation sheet summarized the results received. City staff has evaluated the proposal and recommends award to BrightView Landscape Services, Inc. as the lowest responsive and responsible bidder.

FINANCIAL INFORMATION

Funds will be expensed as needed throughout the Fiscal Year. Sufficient funds are budgeted in the Public Works Department accounts 001-40-42-53-1 and 001-40-46-46-61.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolution No. 2025-44 authorizing execution of a one-year agreement with the option for three (3) additional one-year renewals for Bid No. 25-012 Irrigation Installation, Maintenance and Repair Services to BrightView Landscape Services, Inc.

RESOLUTION NO. 2025-44

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING A PROFESSIONAL SERVICES AGREEMENT FOR IRRIGATION INSTALLATION, MAINTENANCE AND REPAIR SERVICES; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City is in need of irrigation installation, maintenance and repair services throughout the City; and

WHEREAS, The Purchasing Department issued Invitation to Bid No. 25-012 (the "BID"); and

WHEREAS, the BID was advertised on the legal notices section of the Palm Beach Post on August 14, 2025, and a notice was also sent to four hundred sixty-one (461) prospective bidders via DemandStar; and

WHEREAS, on September 5, 2025 at 3:00 p.m. EST, the BID closed and the Purchasing Department (the "Department") received two (2) responses which were reviewed by the Department to ensure the responses met the BID requirements and the bidders were both responsive and responsible; and

WHEREAS, the Department recommends that the City Council approve award of the BID to BrightView Landscape Services, Inc. and authorize the execution of the contract.

WHEREAS, the agreement will be for an initial term of one (1) year, with the option to renew for up to three (3) additional one-year terms, subject to mutual agreement and appropriation of funds by the City Council; and

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

SECTION 1. The City Council hereby awards Bid No. 25-012 to BrightView Landscape Services, Inc. and authorizes execution of an agreement for irrigation installation, maintenance

Resolution No. 2025-44 | Irrigation Installation, Maintenance and Repair Services
Page No. 2

and repair services.

SECTION 2. The agreement shall be for an initial term of one (1) year, with the option to renew for up to three (3) additional one-year terms, subject to mutual agreement and appropriation of funds by the City Council.

SECTION 3. The City Council authorizes the appropriate City Officials to execute the agreement and take all necessary actions to carry out the intent of this Resolution.

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

RESOLVED AND ADOPTED this 17 of day of September 2025

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District I*

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, Council Member, *District I*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Susy Diaz, Deputy Mayor

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Andrea McCue, City Manager, Administration

SUBJECT: Resolution 2025-45 Law Enforcement Services Agreement (LESA)
Addendum Twelve (12).

BACKGROUND

The City entered a contract with the Palm Beach County Sheriff's (PBSO) to provide police services to the City through the execution of a LESA. The LESA was executed on August 10, 2015, with an effective date of February 1, 2016, and has been subsequently adjusted through addendums one (1) through eleven (11).

ANALYSIS

With the exception of the cost increase (3%), all terms and conditions remain the same.

FINANCIAL INFORMATION

The annual expenditure for law enforcement services shall be \$11,617,421.00.

LEGAL

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

STAFF RECOMMENDATION

Staff is recommending approval of Resolution 2025-45.

RESOLUTION NO. 2025-45

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING ADDENDUM TWELVE (12) TO THE LAW ENFORCEMENT SERVICES AGREEMENT (LESA) WITH THE PALM BEACH COUNTY SHERIFF'S OFFICE (PBSO), PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, the LESA was executed on or about August 10, 2015, with an effective date of February 1, 2016, and has been subsequently adjusted through Addendums one (1) through eleven (11); and

WHEREAS, based upon the provided cost increase established by PBSO, the annual expenditure for law enforcement services shall be \$11,617,421.00 for FY2026; and

WHEREAS, the terms and conditions of this addendum was reduced to writing and entitled Addendum twelve (12) to the LESA.

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

SECTION 1. The City Council of the City of Greenacres hereby authorizes the appropriate City Officials to execute Addendum twelve (12) to the LESA as attached hereto.

SECTION 2. The City Clerk is hereby directed to transmit three (3) originals of Addendum twelve (12) to the Palm Beach County Sheriff's Office.

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

RESOLVED AND ADOPTED this 17th of day of September 2025

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District I*

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, Council Member, *District II*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Susy Diaz, Deputy Mayor, *District IV*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17th, 2025
FROM: Teri Lea Beiriger, Director of Finance
SUBJECT: Res No. 2025-46 Public Emergency Medical Transportation (PEMT) Supplemental Payment Program LOA

BACKGROUND

The City of Greenacres Fire Rescue transports over 3,500 patients annually to local hospital emergency rooms, which includes transports of Medicaid patients. In 2016, the State of Florida authorized the creation of a Public Emergency Medical Transportation (PEMT) Certified Public Expenditure (CPE) program to provide supplemental payments to public emergency medical transportation providers for Medicaid fee-for-service patients transported to hospitals. The PEMT CPE program helps to close the gap between actual costs incurred and revenue received for each emergency medical transport.

ANALYSIS

In 2019, Florida's Legislature authorized the expansion of the PEMT program to include Medicaid Managed Care patients. In order to leverage the approximate 60% Federal share, qualifying government owned ambulance providers are to provide the approximate 40% State share through intergovernmental transfers (ITGs). The revenue from this program is expected to be received through the various Medicaid Managed Care providers for their covered patients who are transported to a hospital. The Florida Medicaid Managed Care Supplemental Payment Program (MCO) will allow qualifying government-owned ambulance providers to receive supplemental payments for emergency transports of Medicaid Managed Care patients. In order to guarantee Federal share funding, ITGs from PEMT providers are required to cover the State's share of the MCO program. It is anticipated that based on the requested intergovernmental transfer of \$186,032.33, the City will receive approximately \$435,000 net new Federal funding in return.

FINANCIAL INFORMATION

The proposed resolution required and ITG of \$186,032.33 which has been included in the City's FY 2026 budget.

LEGAL

The agreement has been reviewed by the City Attorney for legal sufficiency and meets all legal requirements.

STAFF RECOMMENDATION

Approval of Resolution 2025-46.

RESOLUTION NO. 2025-46

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING PARTICIPATION IN THE PUBLIC EMERGENCY MEDICAL TRANSPORTATION (PEMT) SUPPLEMENTAL PAYMENT PROGRAM FOR MEDICAID MANAGED CARE PATIENTS; DELEGATING AUTHORITY TO EXECUTE LETTER(S) OF AGREEMENT WITH THE STATE OF FLORIDA RELATING TO INTERGOVERNMENTAL TRANSFERS TO THE STATE; DELEGATING AUTHORITY TO EXECUTE OTHER DOCUMENTS NECESSARY TO PARTICIPATE IN THE PROGRAM; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the State of Florida has created a supplemental payment program for Medicaid Managed Care patients who are transported to the hospital by public emergency medical transportation (PEMT) providers and has appropriated approximately \$55 million for this program; and

WHEREAS, the City of Greenacres Fire Rescue transports a large percentage of Medicaid Managed Care patients annually to hospitals and receives approximately \$190.00 per patient for this service; and

WHEREAS, by participating in this supplemental payment program for Medicaid Managed Care patients, the City of Greenacres Fire Rescue can substantially increase its Medicaid Managed Care patient transport revenue and provide better services to the community; and

WHEREAS, this Medicaid Managed Care supplemental payment program provides for a State share funding mechanism through intergovernmental transfers to the State from PEMT providers, with State and Federal share dollars to later be disbursed through managed care plans back to PEMT providers; and

WHEREAS, to participate in this supplemental payment program, PEMT providers are required to enter into a Letter of Agreement (LOA) with the State of Florida Agency for Health

Resolution No. 2025-46 | Public Emergency Medical Transportation (PEMT) Payment Program LOA
Page No. 2

Care Administration before October 1, 2025, and make an intergovernmental transfer to the State to support the supplemental payment program; and subsequently enter into agreements with the managed health care organizations to receive the supplemental payments; and,

WHEREAS, the City Council for the City of Greenacres desires for the City, through its Fire Rescue Department, to participate in this supplemental payment program, and to delegate authority to enter into a LOA(s) with the State and provide for the required intergovernmental transfer to the State; and,

WHEREAS, the City Council has determined that the adoption of this Resolution serves a valid public purpose.

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

SECTION 1. The WHEREAS recitals above are hereby affirmed and incorporated herein.

SECTION 2. Greenacres Fire Rescue, through the City Manager, is hereby authorized to participate in the PEMT supplemental payment program for Medicaid Managed Care patients; and the City Manager, or designee, is hereby authorized to execute LOA(s) with the State of Florida relating to the intergovernmental transfers to the State for this program, provided that: (1) the LOA(s) is a form substantially similar to that attached hereto as Exhibit A; (2) the amount of the intergovernmental transfer(s) to the State provided for in the LOA(s) does not exceed the amount budgeted by the City for said intergovernmental transfers for the applicable fiscal year; and (3) the LOA(s) is approved by the City Attorney's Office

SECTION 3. The City Manager, or designee is hereby authorized to execute other documents necessary for Greenacres Fire Rescue to participate in the PEMT supplemental

Resolution No. 2025-46 | Public Emergency Medical Transportation (PEMT) Payment Program LOA
Page No. 3

payment program for Medicaid Managed Care patients, provided that such documents are substantially consistent with the terms of the duly approved LOA(s).

SECTION 4. The listed amount in the agreement is subject to minor changes by the state Medicaid agency, the Agency for Health Care Administration (AHCA), upon finalization of the distribution model. Due to the likelihood of minor adjustments to the listed amount, approval dollar amount of 10% above or below the listed amount is being requested.

SECTION 5. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED this 17th day of September 2025.

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District I*

Attest:

Voted:

Quintella Moorer, City Clerk

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

Voted:

Judith Dugo, Deputy Mayor

Voted:

Susy Diaz, Council Member, *District IV*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Andrea McCue, City Manager, Administration

SUBJECT: Resolution 2025-47 Amended Education Advisory Committee

BACKGROUND

The City Council directed staff to research and report back on the establishment of an Education Advisory Committee in the City to support excellence in the education of the children who reside in the City and those that attend schools located within the City's boundaries.

ANALYSIS

Staff presented a draft Resolution to the Council for discussion at its regular meeting on August 7, 2023, where the Council reviewed the purpose, composition, qualifications, and duties of a proposed Education Advisory Committee.

The Council's feedback was incorporated in the Resolution being presented for consideration.

Greenacres resident students are zoned to attend fourteen (14) public schools, nine (9) of which are located within the City's boundaries. Additionally, there are three (3) private/charter schools located within the City. Based on the number of schools the Resolution was updated to reflect nine (9) Committee members.

The Committee currently consists of five (5) members, and it has been a challenge to get a quorum of committee members for meetings. In an effort to have meaningful meetings where the committee can act, staff is recommending reducing the number of committee members from nine (9) to seven (7) members.

FINANCIAL INFORMATION

N/A

LEGAL

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

STAFF RECOMMENDATION

Staff is recommending approval of Resolution 2025-47.

RESOLUTION NO. 2025-47

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING RESOLUTION 2023-31, WHICH ESTABLISHED THE EDUCATION ADVISORY COMMITTEE, ITS PURPOSE, COMPOSITION, QUALIFICATIONS, DUTIES AND MEETING PROCEDURES; PROVIDING FOR REPEAL OF CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the City Council is committed to promoting and supporting excellence in the education of the children who reside within the City and those that attend schools located within the City's boundaries; and

WHEREAS, in order to maintain the quality of education in the City, it is important to exchange information with the Palm Beach County School District and all public, private and charter schools to ensure that the City's residents and children attending schools in the City receive the best education possible; and

WHEREAS, the City Council believes that the establishment and maintenance of an Education Advisory Committee will contribute toward maintaining quality education in the City and is in the best interest of the City's residents and those students that attend City schools; and

WHEREAS, the City Council previously adopted Resolution No. 2023-31, which established the Education Advisory Committee with nine (9) members; and

WHEREAS, the City Council desires to revise the number of members from nine (9) to seven (7) to avoid occasional quorum issues; and

WHEREAS, the City Council finds revising the Education Advisory Committee as set forth herein serves a valid public purpose.

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

SECTION 1. The foregoing recitals are incorporated into this Resolution as true and correct findings of the City Council.

Resolution No. 2025-47 | REVISED Education Advisory Committee

Page No. 2

SECTION 2. This Resolution amends the City's Education Advisory Committee to reduce the number of members from nine (9) to seven (7). No other changes are made and the Committee shall remain as advisory only, and may be abolished or disbanded at any time, or reorganized at any time by the City Council. For purposes of continuity and ease of reference, the remainder of Resolution 2023-31 is set forth below with regards to the purpose, composition, appointment, term, vacancy, qualifications, duties, meetings, organization, and procedures of the Education Advisory Committee with the only change being a reduction in number of members from nine (9) to seven (7).

Purpose. The purpose and mission of the Education Advisory Committee is to: (a) serve as a liaison group between the City of Greenacres, The Palm Beach County School District, and all public, private and charter schools located within the City and those where City resident students are zoned to attend in order to improve and enhance communication between all parties; (b) to promote and provide public awareness for programs, opportunities, and initiatives of public, private and charter schools located within the City and those where City resident students are zoned to attend; (c) to recognize and promote the accomplishments of students, educators, public, private, and charter schools located within the City and those where City resident students are zoned to attend; and (d) to monitor school activities and report on those impacting the City as needed.

Composition: Appointments, Term and Vacancy. The Education Advisory Committee shall consist of **seven (7) members**. All appointments shall be for a two (2) year period. The City Council shall make appointments at their first regular meeting in August after initial appointments are made. All members shall serve without compensation and at the pleasure of the City Council. The City Council retains the right to remove Committee members becoming ineligible to serve due to failure to maintain all necessary qualifications as set forth in Section 4

Resolution No. 2025-47 | REVISED Education Advisory Committee

Page No. 3

below.

One (1) Councilmember shall serve as liaison but shall have no voting power. A student from John I Leonard High School and a middle school student from the City's Youth Programs may serve as student liaisons but shall have no voting power. The Community and Recreation Services Department's Community Services Coordinator will serve as the Committee coordinator but shall have no voting power. The liaisons and coordinator are not members of the Committee and shall not be counted in determining if a quorum is present.

Vacancies on the Committee shall be filled by the City Council in the same manner as original appointments. Vacancies shall occur on account of a Committee members passing, resignation, removal, disability, or failure to maintain qualifications as set forth in Section 4 below. Any member appointed to serve in lieu of a member on account of a vacancy shall serve only for the unexpired term of such member but shall thereafter be eligible for reappointment.

Qualifications. Committee members shall meet the following qualifications at the time of their appointment and throughout the course of their service to be eligible to serve:

1. Committee members shall be City residents.
2. Committee members shall have a background in education and/or experience in the field of education; or be a member of a parent teacher organization, parent teacher association, school advisory council, or any other similar organization with the Palm Beach County School District, public, private or charter school within the City's zoned attendance area; or be a parent/legal guardian of a child currently enrolled in a City public, private or charter school or school where the resident student is zoned to attend.

The following City residents shall not be eligible to serve on the Committee as regular or alternate members:

Resolution No. 2025-47 | REVISED Education Advisory Committee

Page No. 4

1. An employee of the Palm Beach County School District, private or charter school located within the City or school where City resident students are zoned to attend.
2. An employee of an organization funded by the District.
3. An employee of a charter management organization or charter education management organization.

Should a Committee member fail to maintain these qualifications for service at any time, then the Committee member shall be disqualified from serving and shall either resign immediately or be subject to removal. Additionally, Committee members shall not use Committee meetings or their titles as Committee members to promote, advocate for, or advertise their outside employer or personal business.

Duties. The duties of the Education Advisory Committee shall be limited to the following:

1. Scholarships: Oversee and conduct interviews and recommend up to ten (10) educational scholarship awards each year to high school and/or college eligible students who reside in the City. The number of scholarships to be awarded shall be determined by the City Council each year during the budget approval process.
2. School Showcases: Facilitate and oversee school showcases and informational sessions for public, private and charter schools within the City and those where City resident students are zoned to attend. Showcases and informational sessions are an opportunity for Board members to interact with schools, their staff, and their students. Showcases and informational sessions also provide public awareness for programs, opportunities, and initiatives. The Committee shall have the opportunity to invite school officials and staff to attend such showcases and informational sessions.
3. School Liaison: Each Committee member shall serve as a liaison for up to three (3) of the seventeen (17) public, private and charter schools located within the City and those

Resolution No. 2025-47 | REVISED Education Advisory Committee

Page No. 5

where City resident students are zoned to attend. Liaison duties shall include interacting with the selected school on a regular basis to determine needs, new programs and initiatives, and any other information impacting the City and City residents and reporting such information back to the Committee as needed.

4. Chair's Initiative: Each year the Chair shall introduce a Chair's Initiative. The Chair's Initiative shall be designed to provide the City Council and residents with additional information about issues that impact public, private and charter schools located within the City and those where City resident students are zoned to attend. Such additional information may be presented to the Committee through presentations, guest speakers, or other communications.
5. Other Duties: The Committee shall perform such other duties as may be assigned by the City Council from time to time.

Meetings, Organization and Procedures.

1. Meetings. All meetings of the Committee shall be open to the public. Meetings of the Committee shall be attended by the City Council member appointed as liaison to the Committee.
2. Officers. Each year, the Committee shall elect a Chair and Vice-Chair. The Council liaison shall present Committee reports and informational updates to the City Council on an as needed basis.
3. Quorum and Voting. A quorum shall consist of four (4) members present for the transaction of business. The Committee may not conduct business other than to adjourn absent a quorum. Each voting member shall have one (1) vote on every issue submitted to a vote of the Committee. The decision of a majority of the voting members in

Resolution No. 2025-47 | REVISED Education Advisory Committee

Page No. 6

attendance at a meeting at which a quorum is present shall constitute the official action of the Committee.

4. Rules of Procedure. All meetings of the Committee shall be conducted substantially in conformance with Robert’s Rules of Order. The Committee is further subject to such rules of procedure and public participation adopted by the City Council and made applicable to the Board. Committee members are subject to the Sunshine Law, Public Records Law and all State and Palm Beach County Ethics requirements.

SECTION 3. All resolutions or parts of resolutions (including Resolution No. 2023-31) are hereby repealed to the extent of any conflict with this Resolution.

SECTION 4. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED this 17th day of September 2025

Chuck Shaw, Mayor

Attest:

Quintella Moorer, City Clerk

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

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

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

Resolution No. 2025-47 | REVISED Education Advisory Committee

Page No. 7

Voted:

Susy Diaz, Deputy Mayor, *District IV*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: September 17, 2025

FROM: Andrea McCue, City Manager

SUBJECT: Education Advisory Committee – Sarahi Cedro

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 is currently one (1) application. Sarahi Cedro is a high school student from John I. Leonard and serves as the student body president for The Student Government in her school.

FINANCIAL INFORMATION

N/A

LEGAL

The appointment procedure is in compliance with City Codes.

STAFF RECOMMENDATION

Staff recommends appointing Sarahi Cedro to serve as a member of the Education Advisory Committee.



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/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.

**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.**

A great place to live, learn, work & play!



CITY OF GREENACRES BOARD AND COMMITTEE SERVICE APPLICATION

NAME: Sarahi Cedro PHONE: +15617079429

ADDRESS: 2448 Avenida Madrid Este

CITY, STATE & ZIP: West Palm Beach, Florida, 33415

EMAIL ADDRESS: Sarahi.cedro@gmail.com

EMPLOYER NAME: Sarahi Cedro OCCUPATION: _____

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 12th grader at John I. Leonard High school. I am the student body president of The Student Government.~~

I choose to serve this board to be a voice to my community and be a responsible leader. I hope to bring more ideas and

~~conversation for the better of the students and future generations.~~

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/Local Planning Agency

Applicant Signature:  Date: 9-4-25

Nominated By: John I. Leonard Highschool



ITEM SUMMARY

MEETING DATE: September 17, 2025

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

SUBJECT: **Ordinance 2025-15 – ZTA-25-08 – Second Reading**
Chapter 16 Study Area Zone (SAZ) Update

BACKGROUND

The City-initiated request for a Zoning Text Amendment (ZTA) has been brought forth to update the Study Area Zone (SAZ) district which serves as a temporary zone for properties undergoing annexation or long-range planning evaluation. Its purpose is to allow time for the City to assign an appropriate permanent zoning district based on comprehensive planning considerations.

ANALYSIS

There is currently no mechanism to accommodate minor site improvements such as the installation of landscaping or fencing that may be beneficial or necessary for safety, site stabilization, code compliance, or visual quality. It also does not account for development contemplated in an already approved site plan, development order, or annexation agreement.

This amendment allows such minor improvements for maintaining property conditions and addressing code compliance issues without undermining the intent of the SAZ district. It also provides a mechanism for development contemplated in an already approved site plan, development order, or annexation agreement. Consistent with the SAZ district's purpose, the amendment clarifies the SAZ's application to non-annexation cases, such as long-range planning studies. The City Council voted three (3) to zero (0) to recommend approval of Zoning Text Amendment ZTA-25-08 on September 3, 2025.

FINANCIAL INFORMATION

N/A.

LEGAL

Ordinance 2025-15 was prepared in accordance with all applicable state statutes and City Code Requirements and has been reviewed for legal sufficiency.

STAFF RECOMMENDATION

Approval of ZTA 25-08 through Ordinance 2025-15.

Business Impact Estimate

Proposed ordinance's title/reference:

ORDINANCE NO. 2025-15

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING THE CODE OF ORDINANCES CHAPTER 16, ZONING REGULATIONS, AT ARTICLE III, DISTRICT REGULATIONS, DIVISION 13, STUDY AREA ZONE (SAZ); TO CLARIFY THE APPLICATION, AND TO ALLOW FOR LIMITED MINOR IMPROVEMENTS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. This Business Impact Estimate may be revised following its initial posting.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The proposed ordinance is a City-initiated amendment designed to serve a public purpose by updating the procedures and standards related to the City's Study Area Zone (SAZ) district.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

The proposed ordinance does not impose any new fee or cost and is not expected to have a direct economic impact on private for-profit businesses or the City's regulatory costs.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The proposed ordinance would require all businesses within a Study Area Zone (SAZ) district to comply with land development regulations related to the proposed standards and criteria established for the SAZ.

4. Additional information the governing body deems useful (if any):

Not applicable.

ORDINANCE NO. 2025-15

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING THE CODE OF ORDINANCES CHAPTER 16, ZONING REGULATIONS, AT ARTICLE III, DISTRICT REGULATIONS, DIVISION 13, STUDY AREA ZONE (SAZ); TO CLARIFY THE APPLICATION, AND TO ALLOW FOR LIMITED MINOR IMPROVEMENTS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

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

WHEREAS, the City Council finds it periodically necessary to amend its Land Development Regulations to ensure consistency with the City's goals, enhance regulatory clarity, and accommodate evolving community needs; and

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

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

SECTION 1. Chapter 16, Zoning Regulations, Article III, District Regulations, Division 13, Study Area Zone (SAZ), of the City of Greenacres Code of Ordinances is hereby amended as follows (additions are indicated by underlining and deletions are indicated by strikethrough):

DIVISION 13. STUDY AREA ZONE (SAZ)

Sec. 16-537. Purpose and intent.

The study area zone (SAZ) is a zoning district designed as a holding zone and to apply to lands on temporary basis awaiting a rezoning to another district provided in this chapter. This zoning designation shall be appropriate in instances when land is being studied for a proper future zoning designation or in instances when annexed lands are awaiting the application for rezoning.

Sec. 16-538. Development.

There shall be no development permitted within a study area zone except for limited minor site improvements determined to be necessary to protect public health, safety, or welfare; to prevent site degradation; or to remedy conditions that constitute a violation of applicable codes or regulations. Such minor improvements may include, but are not limited to, landscaping or fencing.

All such activities are subject to approval by the Development and Neighborhood Services Director or designee, who shall determine whether the proposed improvement qualifies as minor in nature and is consistent with the intent of this section. Development beyond such minor improvements shall only occur upon a rezoning to another district contained in this chapter. This restriction shall not apply to any improvements that are clearly depicted or contemplated as part of an approved and valid site plan, development order, or annexation agreement issued for the property.

Sec. 16-539. Application.

Study area zones shall be applied in the manner set out below.

(1) *Annexed property.* Property annexed into the city shall immediately be designated as a study area zone. During the deliberation on annexation, the city council shall make a finding that the property be declared a study area zone until a formal zoning district is approved.

(2) *Other property.* The study area zone may also be applied during a city-initiated rezoning identified as planning efforts for large-scale developments, corridor plans, or special area studies.

Sec. 16-540. Time limits.

For the purposes of this chapter, an area may not be zoned as **an a** study area zone for a period exceeding two (2) years. In the event of such an occurrence, the city council shall initiate a ~~petition to rezone such lands~~ rezoning to an appropriate zoning district that serves the public interest.

Sec. 16-541. Reserved.

SECTION 2. Repeal of Conflicting Ordinances. All other ordinances or parts thereof or parts of the Code conflicting or inconsistent with this ordinance are hereby cancelled, repealed or revised to be consistent with provisions and elements of this Ordinance.

SECTION 3. Severability. If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings of invalidity shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

SECTION 4. Inclusion in the Code. It is the intention of the City Council, entered as hereby ordained, that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Greenacres, Florida; that the Section(s) of this Ordinance may be renumbered or re-lettered to accomplish such intention, and that the word "Ordinance" may be changed to "Section", "Article" or another word.

SECTION 5. Effective Date. The provisions of this Ordinance shall become effective immediately upon adoption.

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

PASSED AND ADOPTED on the second reading this 17th day of September, 2025.

Voted:

Chuck Shaw, Mayor

Susy Diaz, Deputy Mayor, *District IV*

Attest:

Voted:

Quintella Moorer, City Clerk

John Tharp, Council Member, *District I*

Voted:

Peter Noble, Council Member, *District II*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

ZTA-25-08 (Ordinance 2025-15)
Date: August 14, 2025 (PZB)

Revised: 08/14/25
09/03/25



DEVELOPMENT & NEIGHBORHOOD SERVICES STAFF REPORT AND RECOMMENDATION

I. Project Description:

Applicant: City of Greenacres

Request: City-initiated Zoning Text Amendment (ZTA) to Chapter 16, Article III, Division 13 to update the Study Area Zone (SAZ) district framework and allow minor improvements while properties remain under the SAZ designation.

Project Manager: Gionni Gallier, Assistant Director of Development & Neighborhood Services

II. Proposed Zoning Text Amendment Overview and Language:

- **Proposed Zoning Text Amendment Language (Text shown in ~~strike through~~ is to be deleted. Text shown in underline is to be added.):**

DIVISION 13. STUDY AREA ZONE (SAZ)

Sec. 16-537. Purpose and intent.

The study area zone (SAZ) is a zoning district designed as a holding zone and to apply to lands on temporary basis awaiting a rezoning to another district provided in this chapter. This zoning designation shall be appropriate in instances when land is being studied for a proper future zoning designation or in instances when annexed lands are awaiting the application for rezoning.

Sec. 16-538. Development.

There shall be no development permitted within a study area zone except for limited minor site improvements determined to be necessary to protect public health, safety, or welfare; to prevent site degradation; or to remedy conditions that constitute a violation of applicable codes or regulations. Such minor improvements may include, but are not limited to, landscaping or fencing.

All such activities are subject to approval by the Development and Neighborhood Services Director or designee, who shall determine whether the proposed improvement qualifies as minor in nature and is consistent with the intent of this section. Development beyond such minor improvements shall only occur upon a rezoning to another district contained in this chapter. This restriction shall not apply to any improvements that are clearly depicted or contemplated as part of an approved and valid site plan, development order, or annexation agreement issued for the property.

Sec. 16-539. Application.

Study area zones shall be applied in the manner set out below.

(1)*Annexed property.* Property annexed into the city shall immediately be designated as a study area zone. During the deliberation on annexation, the city council shall make a finding that the property be declared a study area zone until a formal zoning district is approved.

(2)*Other property.* The study area zone may also be applied during a city-initiated rezoning identified as planning efforts for large-scale developments, corridor plans, or special area studies.

Sec. 16-540. Time limits.

For the purposes of this chapter, an area may not be zoned as an study area zone for a period exceeding two (2) years. In the event of such an occurrence, the city council shall initiate a ~~petition to rezone such lands~~ rezoning to an appropriate zoning district that serves the public interest.

Sec. 16-541. Reserved.

- **Proposed Zoning Text Amendment Overview:**

- **Article III, Division 13**

- This Division has been updated to allow limited site improvements while a property remains under the Study Area Zone designation. These improvements may include measures such as landscaping and fencing, provided they are determined to be necessary for public safety, site stabilization, or code compliance. The amendment also clarifies that improvements depicted on an approved and valid site plan are exempt from this restriction. These updates support proactive property maintenance without undermining the temporary nature or intent of the SAZ designation.

III. Staff Analysis:

Background:

The Study Area Zone (SAZ) district serves as a temporary holding designation for properties undergoing annexation or long-range planning evaluation. Its purpose is to allow time for the City to assign an appropriate permanent zoning district based on comprehensive planning considerations.

The existing SAZ regulations prohibits all development until rezoning occurs. There is currently no mechanism to accommodate minor site improvements such as the installation of landscaping or fencing that may be beneficial or necessary for safety, site stabilization, code compliance, or visual quality. It also does not account for development contemplated in an already approved site plan, development order, or annexation agreement.

This amendment, ZTA-25-08, allows such minor improvements for maintaining property conditions and addressing code compliance issues without undermining the intent of the SAZ district. It also provides a mechanism for approving clearly contemplated improvements tied to site plans, development orders, or annexation agreements. Consistent with the purpose of the SAZ district, the amendment further clarifies the application of the SAZ to non-annexation cases, such as long-range planning studies.

Development Review Committee Staff Comments:

The proposed Zoning Text Amendment was reviewed and recommended for approval by the Development Review Committee.

IV. Zoning Text Amendment Criteria:

A. *The need and justification for these changes:*

The proposed Zoning Text Amendment is needed to improve the functionality of the SAZ district and to provide appropriate flexibility for minor improvements on properties awaiting rezoning. Without this amendment, basic maintenance or code-related improvements may be delayed, potentially leading to site deterioration or enforcement issues. The amendment resolves these concerns by establishing a clear path for appropriate interim improvements. Consistent with the purpose of the SAZ district, the

amendment also clarifies the SAZ designation may be applied in other scenarios such as during long-range planning studies.

- B. *The relationship of the proposed amendments to the purpose and objectives of the City's Comprehensive Plan, and whether the proposed change will further the purposes of the City's Zoning Code regulations and other City codes, regulations and actions designed to implement the Comprehensive Plan.*

The proposed Zoning Text Amendment supports the Comprehensive Plan by facilitating orderly development, maintaining public safety, property standards, and ensuring compatibility during transitional phases. The amendment enhances the effectiveness of the Zoning Code while upholding the temporary and protective nature of the SAZ designation by allowing only limited improvements.

V. Staff Recommendation:

Approval of ZTA-25-08 through the adoption of Ordinance 2025-15.

PLANNING & ZONING BOARD– August 14, 2025

The Planning and Zoning Board on a motion made by Board Member Hayes and seconded by Board Member Robarts, by a vote of five (5) to zero (0) recommended approval of Zoning Text Amendment **ZTA-25-08** (*Chapter 16 Study Area Zone (SAZ) Update*) as presented by staff.

CITY COUNCIL ACTION First Reading – September 03, 2025

The City Council on a motion made by Councilmember Diaz and seconded by Councilmember Tharp, by a vote of three (3) to zero (0) recommended approval of Zoning Text Amendment **ZTA-25-08** (*Chapter 16 Study Area Zone (SAZ) Update*) through Ordinance 2025-15 on first reading as presented by staff.

CITY COUNCIL ACTION Adoption Hearing – September 17, 2025

ORDINANCE NO. 2025-16

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

WHEREAS, the City Council of the City of Greenacres, Florida adopted a budget for the 2024/2025 Fiscal Year; and

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

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

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

Section 1. The City Council hereby amends the fund balance by interfund transfer to the Youth Program (105) fund, and Parks and Recreation (303) Fund and the balances listed in attached Exhibit "A" by and adopts such amendments to the Budget of the City of Greenacres for the Fiscal Year October 1, 2024, through September 30, 2025, inclusive.

Section 2. Repeal of Conflicting Ordinances.

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

Section 3. Severability.

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

Section 4. Effective Date.

The provisions of this Ordinance shall become effective upon adoption.

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

PASSED AND ADOPTED on the second reading this 17th day of September 2025

Voted:

Chuck Shaw, Mayor

John Tharp, Council Member, *District*

Attest:

Voted:

Quintella Moorer, City Clerk

Peter Noble, Council Member, *District II*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Susy Diaz, Council Member, *District IV*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

FYE 9/30/2025
Exhibit "A"

		Increase (Decrease)
Expense		
Fund Transfer – Youth Program	001-80-82-91-22	(\$ 87,000)
Fund Transfer – Park and Rec	001-80-82-91-7	(\$400,000)
001 Net Fund Balance Change		(\$487,000)
Revenue		
Interfund Transfer - Youth Building	105-60-381-000	\$ 87,000
105 Net Fund Balance Change		\$ 87,000
Interfund Transfer - Park and Rec	303-80-381-000	\$400,000
303 Net Fund Balance Change		\$400,000



ITEM SUMMARY

MEETING DATE: September 3, 2025

FROM: Tanya Earley, Office of the City Attorney

SUBJECT: Veterans Memorial Park – Amended Lease Agreement for Cellular Communications Tower

BACKGROUND

Article IV, Section 1(G) of the City's Charter, requires the City Council to approve the lease of any City-owned property by ordinance.

SBA Steel II, LLC (the "Tenant") currently leases a portion of Veterans Memorial Park from the City for a cellular communications tower and related equipment ("Lease"). The Lease was originally executed in 2004 and has since been amended twice, most recently in 2023 to grant an easement for the installation of fiberoptic cable.

Ordinance 2025-19 authorizes a Third Amendment to the Lease.

ANALYSIS

The purpose of the Third Amendment is to state with greater particularity the boundaries of the leased area and to expand the leased area by approximately 200 square feet. The additional 200 square feet would allow for the installation of an emergency generator and related accessories.

FINANCIAL INFORMATION

The tenant's current monthly rent is \$5,332.00 per month. The Tenant agrees to pay the City an additional \$150.00 per month for the 200 square-foot expansion of the leased area.

LEGAL

The Office of the City Attorney has reviewed the item and all supporting documents for legal sufficiency.

STAFF RECOMMENDATION

Staff recommends approval of Ordinance 2025-19.

DRAFT ORDINANCE NO. 2025-19

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING AN AMENDED LEASE AGREEMENT FOR A PORTION OF VETERANS MEMORIAL PARK PURSUANT TO ARTICLE VI, SECTION 1(G), OF THE CITY'S CHARTER, WHICH REQUIRES LEASES OF CITY-OWNED PROPERTY TO BE APPROVED BY ORDINANCE; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE

WHEREAS, the City of Greenacres, Florida (the "City") is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, Article IV, Section 1(G) of the City's Charter, requires the City Council to approve the lease of any City-owned property by ordinance; and

WHEREAS, the City and Sprint Spectrum L.P., entered into a Lease Agreement and Memorandum of Agreement dated August 2, 2004, for Sprint Spectrum's use of a portion of the City's real property located at 2390 Purdy Lane, Greenacres, Florida 33463, for a cellular tower ("Lease"); and

WHEREAS, Sprint Spectrum L.P. assigned the Lease through various entities with the current tenant being SBA Steel II, LLC ("Tenant"); and

WHEREAS, on or about September 16, 2016, the City and the Tenant entered into a First Amendment to the Lease; and

WHEREAS, on or about January 18, 2023, the Tenant requested an easement to run fiber optics to the cellular communication tower from Purdy Lane South, and such easement was granted via a Second Amendment to the Lease; and

WHEREAS, the City and the Tenant now desire to enter into a Third Amendment to the Lease (which amendment is attached hereto at **Exhibit "A"**) for the purpose of clarifying and expanding the boundaries of the leased area, as further described in **Exhibit "A"**; and

Page No. 2

WHEREAS, the City Council has reviewed this proposed Ordinance and has determined that this Ordinance serves a public purpose and is in the best interests of the public health, safety and/or welfare of the City.

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

SECTION 1. The foregoing recitals are hereby fully incorporated herein by reference as true and correct legislative findings of the City Council of the City of Greenacres.

SECTION 2. The City Council of the City of Greenacres hereby approves the Third Amendment to the Tower Lease Agreement and Memorandum of Agreement, which amendment is attached hereto as **Exhibit “A”**, and authorizes the proper execution of the same.

SECTION 3. Repeal of Conflicting Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

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

Page No. 3

SECTION 5. Effective Date. The provisions of this Ordinance shall become effective immediately upon adoption.

[Signatures follow on the next page].

Ordinance No. 2025-19 | Amended Lease Agreement – Portion of Veterans Memorial Park

Page No. 4

Passed on the first reading this _____ day of _____ 2025.

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

Chuck Shaw, Mayor

Attest:

Quintella Moorer, City Clerk

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

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

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

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

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

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

**EXHIBIT “A”
THIRD AMENDMENT TO LEASE AGREEMENT AND MEMORANDUM OF AGREEMENT**

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance No. 2025-19

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING AN AMENDED LEASE AGREEMENT FOR A PORTION OF VETERANS MEMORIAL PARK PURSUANT TO ARTICLE VI, SECTION 1(G), OF THE CITY'S CHARTER, WHICH REQUIRES LEASES OF CITY-OWNED PROPERTY TO BE APPROVED BY ORDINANCE; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. This Business Impact Estimate may be revised following its initial posting.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

Article IV, Section 1(G) of the City's Charter requires the City Council to approve the lease of any City-owned property by ordinance. SBA Steel II, LLC currently leases a portion of Veterans Memorial Park from the City for a cellular communications tower and related equipment ("Lease"). The Lease was originally executed in 2004 and has since been amended twice, most recently in 2023 to grant an easement for the installation of fiberoptic cable. Ordinance 2025-19 authorizes a Third Amendment to the Lease. The Third Amendment clarifies the boundaries of the leased premises and expands the leased area by approximately 200 feet.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

The proposed ordinance does not impose any new fee or cost and is not expected to have a direct economic impact on private for-profit businesses, with the exception of the lessee of the property, who has agreed to a rent increase of \$150.00 per month. The proposed ordinance is not expected to impact the City's regulatory costs.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The proposed amendment does not apply to businesses operating within the City, and is not expected to impact any businesses within the City.

4. Additional information the governing body deems useful (if any):

Not applicable.



ITEM SUMMARY

MEETING DATE: September 3, 2025

FROM: Tanya Earley, Office of the City Attorney

SUBJECT: Expansion of Senior Homestead Exemption

BACKGROUND

Section 6(d), Article VII of the Florida Constitution and Section 196.075, Florida Statutes, authorize local governments to establish an additional homestead exemption for persons who are age 65 and older, and whose household incomes do not exceed an established maximum amount, originally set at \$32,561.00 and currently set at \$37,694.00 after annual adjustments.

In 2022, Greenacres adopted Ordinance No. 2022-27, which provided qualifying persons who are 65 years and older an additional homestead exemption of \$5,000.00 per year.

At its regular meeting on August 4, 2025, the City Council discussed the potential increase of the \$5,000.00 exemption and directed staff to prepare an ordinance effectuating the same.

Ordinance 2025-20 updates the City Code to increase the amount of the exemption to \$25,000.00 per year for qualifying persons.

ANALYSIS

The proposed increase would align the City's exemption program with others in Palm Beach County, while providing additional relief to qualified persons in accordance with state law.

FINANCIAL INFORMATION

The proposed increase can be incorporated into the City's budget without negatively impacting City programs or services.

LEGAL

The Office of the City Attorney has reviewed the item and all supporting documents for legal sufficiency.

STAFF RECOMMENDATION

Staff recommends approval of Ordinance 2025-20.

DRAFT ORDINANCE NO. 2025-20

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING CHAPTER 13 "TAXATION," ARTICLE V "ADDITIONAL HOMESTEAD EXEMPTION FOR PERSONS 65 AND OLDER," SECTION 13-85 "EXEMPTION," TO INCREASE THE HOMESTEAD EXEMPTION FOR QUALIFYING PERSONS 65 YEARS OF AGE AND OLDER; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, DELIVERY OF THE ORDINANCE, AND AN EFFECTIVE DATE

WHEREAS, the City of Greenacres, Florida (the "City") is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, Section 6(d), Article VII of the Florida Constitution and Section 196.075, Florida Statutes, authorize local governments to adopt an ordinance to establish an additional homestead exemption for a person who has the legal or equitable title to real estate and maintains thereon the permanent residence of the owner, who has attained age 65, and whose household income does not exceed an established maximum amount, originally set at \$32,561.00 and currently set at \$37,694.00 after annual adjustments; and

WHEREAS, on September 14, 2022, the City Council adopted Ordinance No. 2022-27 providing qualifying persons who are 65 years and older an additional homestead exemption of \$5,000.00, pursuant to Florida Statute section 196.075; and

WHEREAS, the City Council has determined that City Code section 13-85 should be amended to authorize a higher exemption in the amount of \$25,000.00; and

WHEREAS, the City Council has reviewed this proposed Ordinance and has determined that this Ordinance serves a public purpose and is in the best interests of the public health, safety and/or welfare of the City.

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

Ordinance No. 2025-20 | Additional Homestead Exemption

Page No. 2

SECTION 1. The foregoing recitals are hereby fully incorporated herein by reference as true and correct legislative findings of the City Council of the City of Greenacres.

SECTION 2. The City of Greenacres Code of Ordinances, Chapter 13 “Taxation,” Article V “Additional Homestead Exemption for Persons 65 and Older,” Section 13-85 “Exemption,” is hereby amended to read as follows:

Sec. 13-85. – Exemption.

(a) *Qualifications.* Pursuant to F.S. § 196.075, an additional homestead exemption is hereby authorized for any person who:

- (1) Has the legal or equitable title to real estate;
- (2) Maintains thereon the permanent residence of the owner;
- (3) Is 65 years or older as of January 1; and
- (4) Whose household income does not exceed \$32,561.00, as adjusted in subsection ~~(e)~~ (c) below.

(b) *Exemption amount.* The amount of the additional homestead exemption is ~~\$5,000.00~~ \$25,000.00.

(c) *Annual adjustment of household income limitation.* For purposes of determining household income, the \$32,561.00 household income limitation shall be calculated in accordance with F.S. § 196.075(3) and adjusted annually. The calculation of household income shall be adjusted annually, on January 1, by the percentage change in the average cost-of-living index in the period January 1 through December 31 of the immediate prior year compared with the same period for the year prior to that. The index is the average of the monthly consumer-price-index figures for the stated 12-month period, relative to the United States as a whole, issued by the United States Department of Labor.

SECTION 3. Repeal of Conflicting Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Ordinance No. 2025-20 | Additional Homestead Exemption

Page No. 3

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

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

SECTION 6. Delivery of Ordinance. The City Clerk is directed to deliver a copy of this ordinance to the Palm Beach County Property Appraiser no later than December 1, 2025, if possible.

SECTION 7. Effective Date. The provisions of this Ordinance shall become effective immediately upon adoption.

[Signatures follow on the next page].

Ordinance No. 2025-20 | Additional Homestead Exemption

Page No. 4

Passed on the first reading this _____ day of _____ 2025.

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

Voted:

Chuck Shaw, Mayor

Susy Diaz, Deputy Mayor, *District IV*

Attest:

Voted:

Quintella Moorer, City Clerk

John Tharp, Council Member, *District I*

Voted:

Peter Noble, Council Member, *District II*

Voted:

Judith Dugo, Council Member, *District III*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance No. 2025-20

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING CHAPTER 13 "TAXATION," ARTICLE V "ADDITIONAL HOMESTEAD EXEMPTION FOR PERSONS 65 AND OLDER," SECTION 13-85 "EXEMPTION," TO INCREASE THE HOMESTEAD EXEMPTION FOR QUALIFYING PERSONS 65 YEARS OF AGE AND OLDER; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, DELIVERY OF THE ORDINANCE, AND AN EFFECTIVE DATE

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. This Business Impact Estimate may be revised following its initial posting.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

In 2022, the City approved Ordinance No. 2022-27, which provided an additional \$5,000.00 homestead exemption for eligible persons who are 65 years of age or older. The proposed ordinance would increase the amount of the exemption for eligible persons to \$25,000.00 or such other amount as determined by the City Council during their consideration of the proposed ordinance.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

The proposed ordinance does not impose any new fee or cost and is not expected to have a direct economic impact on private for-profit businesses or the City's regulatory costs.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The proposed amendment does not apply to businesses operating within the City, and is not expected to impact any businesses within the City.

4. Additional information the governing body deems useful (if any):

Not applicable.



Department Report

MEETING DATE: September 17, 2025

FROM: Michele Thompson, Director, Community & Recreation Services

SUBJECT: Community & Recreation Services Dept. – July & August Report

ADMINISTRATION

PERFORMANCE MEASUREMENT	THIS PERIOD	FY 2025 TO DATE	FY 2025 BUDGET
No. of Contracts Executed/Renewed	1	4	4
No. of Collaborative Partnerships/Opportunities	29	103	40
No. of Vendor/Independent Contractor Agreements	62	146	55
No. of Educational Scholarship Applications R'cd	-	33	21
No. of Community Events Coordinated	2	7	9
No. of Event Participants	5,000	24,601	42,000
No. of Little Free Libraries (LFL)* / # Replacement Units / Story Walk Boards	-	2/6	30/2
No. of Business Sponsorships	18	28	20
No. of Schools/Attendance for "Read for the Record"	-	16/1,625	16/1,500

FACILITY RENTALS

FACILITY RENTALS	THIS PERIOD	FY 2025 TO DATE	FY 2025 BUDGET
Fields/Concession Stands	119	736	800
Pavilions	46	304	520
Center Facility	103	639 ¹	800
Monthly Center Attendance	5,778	39,532	4,500

225¹ Additional Free Rentals: **125** Gym: YP/Open Gym/Tai Chi/Aleeh's Lemonade; **19** Banquet Hall: Ballroom/ PBSO/FR/City Managers/Info Session; **43** Room 1: OAP; **4** Room 2: Spotlighters/Tai Chi; **3** Room 3: AARP; **3** Room 4: ESOL; **28** Comm. Park: 4th of July/PB Square Dance; **0** Freedom Park: N/A

REVENUE

FACILITY RENTALS REVENUE	THIS PERIOD	FY 2025 TO DATE	FY 2025 PROJECTED
Total Rental Revenue Generated	\$21,711.82	\$154,508.22	\$182,155

ATHLETICS

YOUTH ATHLETICS	THIS PERIOD	FY 2025 TO DATE	FY 2025 PROJECTED
Co-ed Summer Basketball Skills Camp <ul style="list-style-type: none"> Camp Week: 7/21/25 – 7/24/25 Registration Period 5/19/25 – 6/30/25 	9	32	40
FY26 Co-ed Fall Soccer (10/10/25-12/6/25) <ul style="list-style-type: none"> Registration Period 8/1/25 – 9/20/25 	111	111	280
FY26 Co-ed Winter Basketball (12/2/25-3/7/26) <ul style="list-style-type: none"> Registration Period 9/3/25 – 11/2/25 	-	-	160
FY26 Co-ed Spring Soccer (3/6/26-5/16/26) <ul style="list-style-type: none"> Registration Period 1/2/26 – 2/21/26 	-	-	280

FOOD DISTRIBUTION	NO. SERVED
Feeding South Florida – May 3, 2025	300 households

OLDER ADULT PROGRAMS

SOCIAL ACTIVITIES	PARTNERS/SPONSORS	NO. OF PARTICIPANTS YTD
Daily Meal Program; Zumba Games/Bingo; Special Events; Educational Sessions Mon.- Fri. (5 x 32)	Atlantis Dental Care; PBSO; Firebush; Dedicated Senior Med. Ctr.; Infinity Health Center; Zumba; Humana; HealthSun; FL Blue; Wellcare	3,122

FY25 EVENTS & SPONSORSHIPS

Item # 24.

EVENTS	SPONSORS/PARTNERS	FY 2025 EXPENSE	FY 2025 ACTUAL	FY2025 ATTENDEES
Trunk or Treat	PBSO	N/A	N/A	4,500
Holiday in the Park (12/14/24)	FL Blue; WM; Renaissance Charter School (Wellington); Rosenthal, Levy, Simon & Sosa; PBSO	\$35,713	\$31,474	5,000
Fiesta de Pueblo (1/11/25)	Executed by Fiesta de Pueblo, Inc.	\$4,115	\$2,003	6,000
Daddy Daughter Dance (2/8/25)	N/A	\$5,619	\$2,515	101
Egg'stravaganza (4/19/25)	State Farm – Lily Vasconcelos; FL Blue; Waste Management	\$23,855	\$10,692	6,000
Rock-n-Roll Sunday/FR Chili Cook-Off (3/2/25)	Coordinated w/ FR & the Nam Knights Motorcycle Club of PBC	\$7,424	CRS \$3,131	3,000
Ignite the Night (7/4/25)	FPL – Kidz Zone Sponsor; Waste Management; The Flame 104.7; The Glasser Family	\$81,219	\$74,509	6,500
<i>Back2School</i> Supply Distribution (7/25/25)	Collection bins @ 9 business locations, plus: Community Ctr.9and City Hall The Glasser Family; JFWC	\$8,159	\$5,014	9 Public & 1 Private Schools
Senior Resource Fair (9/27/25)	Wellcare; Flipany; Starbucks; Area on Aging; Foundcare; Global Veins Specialist; AARP; FDOT; YMCA; League of Woman Voters; Nami; Trustbridge	\$500	\$-	
Sunday Sounds (9/28/25)	47 Business Vendors Sponsors: AutoNation; CloudLabs; DS Collective; The Cottages; Pangea Multiservices; FL Blue; iThink financial; Soma; Gehring Group; Brand X; LDC; My Bamboo; Paramount Mortgage; Valley Bank	\$5,657		

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



Department Report

MEETING DATE: September 17, 2025

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

SUBJECT: July 1, 2025, through August 31, 2025

Development & Neighborhood Services Department

My Government Online Software (MGO)

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

Planning, GIS & Engineering Division

NEW CASES

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

A minor site plan amendment for signage, paving, restriping, landscape and to combine the dumpster and storage areas to one location. (Sufficiency comments sent August 7, 2025, pending applicant response.)

ONX at Greenacres – 5200 S Haverhill Road

A request for Site and Development Plans (SP-25-01) to construct a 47 unit townhouse development. A Future Land Use Map Amendment (CPA-25-02) to amend from Residential Low Density (RS-LD) to Residential High Density (RS-HD) and Rezoning (ZC-25-02) from Residential Low Density-3 (RL-3) to Residential High Density (RH) for 5 parcels totaling 4.94 acres. (Sufficiency comments sent August 28, 2025, pending applicant response.)

LE 2025-2583 - Live Entertainment - Coco Mambo LLC – 3745 S Military Trl

A request from Coco Mambo for a “Live Entertainment Permit” for DJs/Karaoke/Live local artists no more than four (4) nights per week from 7:00 PM to 1:00 AM. (Under staff review.)

CURRENT PLANNING CASES

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

A request for a Master Sign Plan (MSP-24-08) for the Barclay Square Plaza. (Sufficiency comments sent to applicant on December 9, 2024; follow up email sent on February 27, 2025; awaiting applicant's response to comments and resubmittal. Staff has been having discussions related to the implementation of the Master Sign Plan and amortizations in conjunction with the pending ZTA)

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

A request for Site and Development Plan (SP-99-04C) approval on a vacant parcel 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. (Meeting with applicant held May 3, 2024; resubmittal received February 14, 2025; comments provided March 25, 2025, awaiting applicant response and resubmittal; inquiry sent for status update and reminder of inactivity policy, applicant provided update July 29, 2025, indicating discussions with PBC Traffic, finalizing resubmittal, and plan to resubmit)

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

A request for a Master Sign Plan (MSP-24-07) for the Buttonwood Plaza. (Sufficiency comments sent to applicant on December 9, 2024; follow up email sent on February 27, 2025; awaiting applicant's response and resubmittal. Staff has been having discussions related to the implementation of the Master Sign Plan and amortizations in conjunction with the pending ZTA.)

City-initiated Chickasaw and Wry Roads Annexations (ANX-25-01), (CPA-24-05), and (ZC-24-05)

Annexation of an enclave located on the north side of Chickasaw Road into the City through an Interlocal Agreement with Palm Beach County. A Future Land Use Map Amendment (FLUMA) and Rezoning for the sixteen parcels that will be annexed into the City are being processed concurrently. Notice was sent to each property owner on April 9, 2025. The City Council adopted the annexation (ANX-25-01) on May 19, 2025. The Annexation ILA was unanimously approved at the July 8, 2025 PBC BoCC meeting. The FLUMA (CPA-24-05) and Rezoning (ZC-24-05) were recommended for approval by the PZB on June 12, 2025; and approved at City Council 1st Reading on July 21, 2025, approved 2nd Reading and adoption on August 4, 2025.

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

A request for a Master Sign Plan (MSP-25-02) for Greenacres Plaza. (Sufficiency comments sent to applicant on May 28, 2025; awaiting applicant's response and resubmittal. Staff has been having discussions related to the implementation of the Master Sign Plan and amortizations in conjunction with the pending ZTA)

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

A request for Site and Development Plans (SP-24-02) approval to construct a 6,000 sq ft office/retail building with a 798 sq ft mezzanine. (Sufficiency letter sent March 11, 2024, resubmittal received September 30, 2024, comments were provided on November 1, 2024. (Resubmittal received August 20, 2025, under staff review.)

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

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

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). (Property owner and applicant no showed the Special Magistrate Hearing held on November 20, 2024, for work without permit on subject parcel 5057 Lake Worth Road and operating without an approved Special Exception, received Board Order Finding Violation to comply by December 21, 2024; the property has not come into compliance and is subject to a fine of \$100 per day; sufficiency comments sent to applicant on July 8, 2025, awaiting applicant's response and resubmittal. Staff provided submittal deadline of September 5, 2025; meeting scheduled for September 2, 2025)

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

A request for a Master Sign Plan for Lake Worth Plaza West. (Sufficiency comments sent to applicant on July 9, 2024; staff is working with the new Property Manager to finalize Master Sign Plan for the entire plaza; awaiting applicant's response to comments and resubmittal; follow up email sent on December 26, 2024. Staff has been having discussions related to the implementation of the Master Sign Plan and amortizations in conjunction with the pending ZTA.)

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

A request for a Master Sign Plan (MSP-24-09) for the Mil Lake Plaza. (Sufficiency comments sent to applicant on July 3, 2025; Staff has been having discussions related to the implementation of the Master Sign Plan and amortizations in conjunction with the pending ZTA)

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

A request for Site and Development Plans (SP-22-03) approval to construct a 6241 sq ft office totaling 4 bays for flexible office space. The site is a vacant parcel located on the northeast corner of Perry Avenue and 10th Avenue North. Also included is a variance (BA-23-03) request to reduce the landscape buffer on the east side from 10 ft to 5 ft. (Resubmittal received August 21, 2024, DRC was held September 19, 2024, followed by meetings and discussions with applicant and design team to include preliminary engineering considerations. DRC comments were provided on November 7, 2024. Follow-up email sent to applicant February 2025. March 2025, applicant responded they are redesigning based on the extent of staff comments and will be resubmitting for review. Awaiting applicant's response and resubmittal. Applicant provided update June 2, 2025. August conversation with applicant indicated withdrawal, withdrawal letter being drafted and sent to applicant.

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

A request for a Major Site and Development Plan Amendment to add a 12 x 60 modular classroom trailer. (Sufficiency comments sent to applicant on May 20, 2025, awaiting applicant's response and resubmittal. Inquiry sent for status update and August 27, 2025.)

Walmart #1436 – 6294 Forest Hill Blvd (SP-88-06AA), (BA-24-03), and (MSP-25-01)

A request for a Major Site and Development Plan Amendment (SP-88-06AA) to expand the existing 114,760 square foot Walmart store by 3,370 sq ft, increase the number of Online Pickup Delivery pick-up parking spaces from 12 to 33, and add 9 Electric Vehicle (EV) parking spaces, a Variance (BA-24-03) to reduce the number of required parking spaces, and a Master Sign Plan (MSP-25-01). (Meeting with applicant held on July 2, 2025; sufficiency comments sent to applicant on July 29, 2025. Resubmittal received on August 20, 2025, under staff review)

SITE PLAN AMENDMENTS

Auto Repair Pros Greenacres – 3838 S Jog Road (SP-79-02A)

A request for a Minor Site and Development Plan Amendment to modify the northwestern façade of the building. (Resubmittal received August 27, 2025, under staff review)

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

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

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

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

Santa Catalina Office Buildings (SP-15-04C)

A request for a Minor Site and Development Plan Amendment to modify the elevations for the 2 office buildings for the Santa Catalina project. (Sufficiency comments sent to applicant on April 23, 2025; discussion held with applicant on July 24, 2025 regarding resubmittal, awaiting applicant's response to comments and resubmittal)

ZONING TEXT AMENDMENTS

ZTA-25-05 Master Sign & Signage

A City-initiated Zoning Text Amendment to Chapter 16, Article VI - Sign Regulations to update regulations related to signage amortization, Master Sign Plans, conflicts

between Planned Commercial Development (PCD) and general sign regulations, and general sign standards by zoning district. This request was initially a part of the City-initiated request for ZTA-25-03, the proposed amendments for temporary sign were recommended for approval 5-0 at the PZB meeting on April 10, 2025. (Recommended for approval by the PZB on June 12, 2025; and approved at City Council 1st Reading on July 21, 2025, approved 2nd Reading and adoption on August 4, 2025.

ZTA-25-06 Impervious Surfaces & Lot Coverage

A City-initiated Zoning Text Amendment pertaining to standards for pervious and impervious surfaces, driveways, landscaping, plant material, and related code sections. (Work in progress, will be formally scheduled once standards finalized.)

RESIDENTIAL DEVELOPMENT PROJECTS

Blossom Trail (Nash Trail)

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

NON-RESIDENTIAL DEVELOPMENT PROJECTS

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

The Temporary Certificate of Occupancy (TCO) was issued on March 22, 2025, with stipulations and conditions. Grand opening of the Restaurant was April 3, 2025. (Staff is waiting for Landscape Plan amendment and permit application submittals from applicant to accommodate combining with IHOP landscaping. Since November 2024, staff has coordinated with applicant and Legal to obtain property owner consent or legal documentation allowing IHOP leaseholder to execute Landscape Easement as this is required to move forward with the amendment and permit applications to finalize the outstanding landscape issues required per Code and Building Permit. Staff continues to work with the applicant and developer to comply with said items.)

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

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

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

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

GIS

GIS

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

ESRI User Conference (UC)/South Florida GIS Expo

DNS staff attended the 2025 ESRI User Conference (UC) in San Diego with IT staff, gaining valuable insight into best practices and new features critical to supporting the City's GIS modernization. In August, DNS also participated in the South Florida GIS Expo in West Palm Beach, further reinforcing strategies. DNS is currently awaiting an ESRI upgrade to proceed with implementing new tools and applications showcased which will aid ongoing City initiatives and enhance user friendly mapping solutions for staff and the public.

LIVE ENTERTAINMENT PERMITS

LE-2024-2729 – El Valle Hondur-Mex Restaurant – 4992 10th Ave N

A request from El Valle Hondur-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. (DRC meeting was held on September 19, 2024; DRC comments provided on October 31, 2024; meeting held with applicant on November 1, 2024; awaiting applicant's response to comments and resubmittal)

LE-2025-0704 – El Centenario (C&O Restaurant Group Inc.) – 6376 Forest Hill Boulevard

A request from El Centenario Restaurant for a "Live Entertainment Permit" for DJs/Karaoke/Live local artists for Friday and Saturdays from 9:00 PM to 1:30 AM. (Approved August 14, 2025)

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

A request by Wayne Vassell on behalf of Caribbean Tease for a "Live Entertainment Permit" for DJ and Live Band for Friday, Saturday and/or Sunday from 3:00 PM to 11:00 PM and for scheduled special occasions. (DRC meeting was held on January 16, 2025; DRC comments provided on January 30, 2025; resubmittal received August 4, 2025, under staff review)

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

A request by Robert Leslie on behalf of Reggae Jerk for a “Live Entertainment Permit” for DJ for Friday, Saturday and/or Sunday from 3:00 PM to 11:00 PM and for scheduled special occasions. (Sufficiency comments provided on August 15, 2025.)

TEMPORARY USE PERMITS

TU-2025-2309 John I. Leonard HS – 4901 Lake Worth Rd (Approved but canceled)

A request by Katerina Malone for a Temporary Use Permit for a homecoming parade for the students on September 4, 2025 from 1:00 pm to 3:00 pm.

TU-2025-2293 Bethesda Tabernacle – 4701 10th Ave N (Under Review)

A request by Sherly Beaubrun on behalf Bethesda Tabernacle, for a temporary use permit for a three-day outdoor church service-missionary crusade special event from 7:00 pm to 10:00 pm the evenings of July 18, 2025 to July 20, 2025.

FY 2025 Data:

Case Approvals Issued	Current Period	FY 2025 to Date	FY 2025 Budget*
Annexation	0	0	2
Comprehensive Plan Amendment	0	0	3
Zoning Changes	0	0	3
Special Exceptions	0	1	4
Site Plans	0	3	5
Site Plan Amendments	1	3	10
Variances	0	2	3
Zoning Text Amendments	0	4	3
Master Sign Plan	0	1	2

Inspection Type	Current Period	FY 2025 to Date	FY 2025 Budget
Landscaping	2	27	80
Zoning	1	20	45
Engineering	6	71	75

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

Building Division

Building Division Report (July 1, 2025 – July 31, 2025)

1) ADMINISTRATION:

- a) Researched and completed Seventy-Two (72) lien searches providing open and/or expired permit information.
- b) Researched and completed Twenty-One (21) records requests for historical permits.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2025
New Applications Received / Permits Created	253	2,301
Applications Approved	165	1,360
Applications Canceled	5	50
Applications Denied	0	5
Applications Reopened	1	8
Permits Issued	238	2,127
Permits Completed	125	2,002
Permits Canceled	3	68
Permits Reopened	14	316
Permits Expired	5	155
Inspections Performed	503	5,514
Construction Value of Permits Issued	\$3,441,222.45	\$31,188,618.2
Construction Reinspection Fees	\$550.00	\$6,100
Extension/Renewal Fees	\$1,293.44	\$18,300.53
CO's Issued	1	17
CC's Issued	2	5
Temporary CO's Issued	0	2

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	504 Swain Blvd		New SFH	2025-2270
Fire Station	5095 S Haverhill Rd		Bunkhouse Conversion	2025-2360
Stall Money	6426 Lake Worth Rd		Interior Reno	2025-2414
Blossom Trail	5901 Begonia Cir	3926	Clubhouse	2025-2421
Murphy Oil USA	6270 Forest Hill Blvd	3602	Fuel Canopy	2025-2412
Murphy Oil USA	6270 Forest Hill Blvd	2824	Convenience Store	2025-2411
SFH	425 Swain Blvd	1608	New SFH	2025-1959
SFH	121 Swain Blvd	2143	New SFH	2025-1168
SFH	117 Swain Blvd	1875	New SFH	2025-1173
SFH	113 Swain Blvd	1875	New SFH	2025-1166
SFH	229 Martin Ave	3393	New SFH	2025-0173
SFH	145 Walker Ave	2,051	New SFH	2025-0146

5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Crunch Fitness	6846 Forest Hill Blvd	26000	Interior Remodel	2025-1679
Karai Kitchen	4840 10 th Ave N		Interior Remodel	2025-1560
La Tapatia Market	2980 S Jog Rd	3879	Interior Renovation	2025-0769
La Tapatia Market	2962 S Jog Rd	15705	Interior Renovation	2025-0799
Absolute Bet Ins.	3080 S Jog Rd		Interior Renovations	2025-1102
El Rey Del Taco	5283 Lake Worth Rd	2,857	Interior Renovation	2025-0488
Juici Patties	4815 S Military Trl	1200	Interior Remodel	2025-1359
Duffy's	6848 Forest Hill Blvd	1,530	Interior Remodel	2025-0275
El Car Wash	6200 Lake Worth Rd	3,724	Construct Car Wash	2023-2487
Chik fil A	6802 Forest Hill Blvd	4,997	New Construction	2024-0270
Gastro Health	6125 Lake Worth Rd	238	Interior Renovation	2024-0874

Building Division

Building Division Report (August 1, 2025 – August 30, 2025)

1) ADMINISTRATION:

- c) Researched and completed Fifty-Four (54) lien searches providing open and/or expired permit information.
- d) Researched and completed Twenty-Six (26) records requests for historical permits.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2025
New Applications Received / Permits Created	281	2,582
Applications Approved	126	1,486
Applications Canceled	6	56
Applications Denied	0	5
Applications Reopened	1	9
Permits Issued	297	2,424
Permits Completed	172	2,174
Permits Canceled	12	80
Permits Reopened	21	337
Permits Expired	31	186
Inspections Performed	460	5,974
Construction Value of Permits Issued	\$2,328,894.02	\$33,517,512.22
Construction Reinspection Fees	\$1,200.00	\$7,300
Extension/Renewal Fees	\$640.01	\$18,940.54
CO's Issued	4	25
CC's Issued	0	5
Temporary CO's Issued	1	3

3) BUSINESS AND CONTRACTOR REGISTRATION:

(See Attached Summary Reports)

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

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT#
Mobile Home	154 Rainbow Dr		New Mobile Home	2025-2570
SFH	504 Swain Blvd		New SFH	2025-2270
Stall Money	6424 Lake Worth Rd		Interior Reno	2025-2414
Blossom Trial	5901 Begonia Cir	3926	Clubhouse	2025-2421
Murphy Oil USA	6270 Forest Hill Blvd	2824	Convenience Store	2025-2411
SFH	425 Swain Blvd	1608	New SFH	2025-1959
SFH	121 Swain Blvd	2143	New SFH	2025-1168
SFH	117 Swain Blvd	1875	New SFH	2025-1173
SFH	113 Swain Blvd	1875	New SFH	2025-1166

5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Fire Station	5095 S Haverhill Rd		Bunkhouse Conversion	2025-2360
Karai Kitchen	4840 10 th Ave N		Interior Remodel	2025-1560
La Tapatia Market	2980 S Jog Rd	3879	Interior Renovation	2025-0769
La Tapatia Market	2962 S Jog Rd	15705	Interior Renovation	2025-0799
Absolute Bet Ins.	3080 S Jog Rd		Interior Renovations	2025-1102
El Rey Del Taco	5283 Lake Worth Rd	2,857	Interior Renovation	2025-0488
Juici Patties	4815 S Military Trl	1200	Interior Remodel	2025-1359

Duffy's	6848 Forest Hill Blvd	1,530	Interior Remodel	2025-0275
El Car Wash	6200 Lake Worth Rd	3,724	Construct Car Wash	2023-2487
Chik fil A	6802 Forest Hill Blvd	4,997	New Construction	2024-0270
Murphy Oil USA	6270 Forest Hill Blvd	3602	Fuel Canopy	2025-2412

CITY OF GREENACRES
Licensing Revenue Summary Report
 Licensing Revenue Summary Report - Summary
 From Date: 07/01/2025 - To Date: 07/31/2025

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Amusement-Amusement & Entertainment					
Vending Machine-Amuse/ Vending / Coin Operated	2	0	\$64.98	\$0.00	\$64.98
License Type Amusement-Amusement & Entertainment Totals	2	0	\$64.98	\$0.00	\$64.98
License Type: Cont Office-Contractor Office					
Cont Office-Contractor Office	2	0	\$244.06	\$0.00	\$244.06
License Type Cont Office-Contractor Office Totals	2	0	\$244.06	\$0.00	\$244.06
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	24	0	\$2,999.31	\$0.00	\$2,999.31
Food Per Seat-Food Per Seat	16	0	\$3,680.32	\$0.00	\$3,680.32
Vending Machine-Amuse/ Vending / Coin Operated	2	0	\$227.43	\$0.00	\$227.43
Zoning Review-Zoning Use Review Fees (BTR)	1	0	\$50.00	\$0.00	\$50.00
Com Inspection-Commercial Inspection	1	0	\$75.00	\$0.00	\$75.00
Collection Fee-Collection Fee	20	0	\$2,356.58	\$0.00	\$2,356.58
License Type Food Service-Food Service / Bar / Lounge Totals	64	0	\$9,388.64	\$0.00	\$9,388.64
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	32	0	\$13,116.71	\$0.00	\$13,116.71
Vending Machine-Amuse/ Vending / Coin Operated	2	0	\$129.96	\$0.00	\$129.96
Com Inspection-Commercial Inspection	2	0	\$150.00	\$0.00	\$150.00
Zoning Review-Zoning Use Review Fees (BTR)	2	0	\$100.00	\$0.00	\$100.00
Collection Fee-Collection Fee	27	0	\$4,886.89	\$0.00	\$4,886.89
General Service-General Service	3	0	\$348.66	\$0.00	\$348.66
License Type General Retail-General Retail Totals	68	0	\$18,732.22	\$0.00	\$18,732.22
License Type: General Service-General Service					
General Service-General Service	125	0	\$14,345.06	\$0.00	\$14,345.06
Vending Machine-Amuse/ Vending / Coin Operated	1	1	\$1,364.58	\$2,176.83	\$3,541.41
Com Inspection-Commercial Inspection	3	0	\$225.00	\$0.00	\$225.00
Zoning Review-Zoning Use Review Fees (BTR)	2	0	\$100.00	\$0.00	\$100.00
Collection Fee-Collection Fee	113	0	\$6,710.00	\$0.00	\$6,710.00

Delinquent > 150-Delinquent Over 150 Days	1	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00
Cosmetology-Cosmetology / Barber	1	\$0.00	\$0.00	\$40.61	\$0.00	\$40.61
General Retail-General Retail Sq Feet	1	\$0.00	\$0.00	\$81.39	\$0.00	\$81.39
License Type General Service-General Service Totals	247	1	\$22,966.64	\$2,176.83	\$25,143.47	
License Type: General Svc Reg-General Service Registration						
General Svc Reg-General Service Registration	4	0	\$100.00	\$0.00	\$100.00	
License Type General Svc Reg-General Service Registration Totals	4	0	\$100.00	\$0.00	\$100.00	
License Type: Home-Home Based Business						
Home-Home Based Business	58	0	\$4,517.17	\$0.00	\$4,517.17	\$4,517.17
Zoning Review-Zoning Use Review Fees (BTR)	3	0	\$150.00	\$0.00	\$150.00	\$150.00
License Type Home-Home Based Business Totals	61	0	\$4,667.17	\$0.00	\$4,667.17	\$4,667.17
License Type: Industrial-Industrial						
Industrial Sq Ft-Industrial Square Feet	2	0	\$325.78	\$0.00	\$325.78	\$325.78
Collection Fee-Collection Fee	1	0	\$60.00	\$0.00	\$60.00	\$60.00
License Type Industrial-Industrial Totals	3	0	\$385.78	\$0.00	\$385.78	\$385.78
License Type: Insurance Co-Insurance Sales Company						
Insurance Reg-Insurance Registration	6	0	\$732.18	\$0.00	\$732.18	\$732.18
License Type Insurance Co-Insurance Sales Company Totals	6	0	\$732.18	\$0.00	\$732.18	\$732.18
License Type: Professional-Professional						
Professional-Professional	55	0	\$6,650.64	\$0.00	\$6,650.64	\$6,650.64
Cosmetology-Cosmetology / Barber	22	0	\$893.42	\$0.00	\$893.42	\$893.42
Real Estate-Real Estate Broker / Ins Agents	10	0	\$976.50	\$0.00	\$976.50	\$976.50
Collection Fee-Collection Fee	3	0	\$75.00	\$0.00	\$75.00	\$75.00
Delinquent > 150-Delinquent Over 150 Days	3	0	\$300.00	\$0.00	\$300.00	\$300.00
General Service-General Service	9	0	\$1,045.98	\$0.00	\$1,045.98	\$1,045.98
License Type Professional-Professional Totals	102	0	\$9,941.54	\$0.00	\$9,941.54	\$9,941.54
License Type: Rental Office-Rental Office						
Rental Office-Rental Office	1	0	\$162.89	\$0.00	\$162.89	\$162.89
Rental Unit -Rental Unit	1	1	\$36.68	\$350.84	\$389.52	\$389.52
License Type Rental Office-Rental Office Totals	2	1	\$201.57	\$350.84	\$552.41	\$552.41
License Type: Rental Unit-Rental Unit						
Rental Unit-Rental Unit	433	1	\$30,688.54	(\$389.52)	\$30,299.02	\$30,299.02
Transfer-Transfer	3	0	\$12.18	\$0.00	\$12.18	\$12.18
Collection Fee-Collection Fee	8	0	\$200.00	\$0.00	\$200.00	\$200.00
Delinquent >150-Delinquent Over 150 Days	8	0	\$800.00	\$0.00	\$800.00	\$800.00
NSF-NSF	1	0	\$20.00	\$0.00	\$20.00	\$20.00
License Type Rental Unit-Rental Unit Totals	453	1	\$31,720.72	(\$389.52)	\$31,331.20	\$31,331.20



License Activity Report

Activity Date Range 07/01/25 - 07/31/25
Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Canceled
Food Service - Food Service / Bar / Lounge	Business	1	0	0	1	0	0	0
General Retail - General Retail	Business	4	0	0	2	0	0	0
General Service - General Service	Business	3	0	0	3	2	0	0
Home - Home Based Business	Business	5	0	0	3	0	0	0
Professional - Professional	Business	4	0	0	2	2	0	0
Rental Unit - Rental Unit	Business	4	0	0	4	5	0	0
Grand Totals		21	0	0	15	9	0	0

CITY OF GREENACRES

Licensing Revenue Summary Report

Licensing Revenue Summary Report - Summary

From Date: 08/01/2025 - To Date: 08/31/2025

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Amusement-Amusement & Entertainment					
Amusement Sq Ft-Amusement Square Feet	4	0	\$3,911.18	\$0.00	\$3,911.18
Vending Machine-Amuse/ Vending / Coin Operated	6	0	\$2,339.28	\$0.00	\$2,339.28
Collection Fee-Collection Fee	3	0	\$695.46	\$0.00	\$695.46
Food-Food Service	1	0	\$127.63	\$0.00	\$127.63
Food Per Seat-Food Per Seat	1	0	\$52.08	\$0.00	\$52.08
License Type Amusement-Amusement & Entertainment Totals	15	0	\$7,125.63	\$0.00	\$7,125.63
License Type: Cont Office-Contractor Office					
Cont Office-Contractor Office	6	0	\$732.18	\$0.00	\$732.18
License Type Cont Office-Contractor Office Totals	6	0	\$732.18	\$0.00	\$732.18
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	28	1	\$3,509.83	(\$127.63)	\$3,382.20
Food Per Seat-Food Per Seat	26	1	\$6,358.10	\$86.80	\$6,444.90
Vending Machine-Amuse/ Vending / Coin Operated	3	0	\$1,234.62	\$0.00	\$1,234.62
Zoning Review-Zoning Use Review Fees (BTR)	1	0	\$50.00	\$0.00	\$50.00
Com Inspection-Commercial Inspection	1	0	\$75.00	\$0.00	\$75.00
Transfer-Transfer	1	0	\$25.00	\$0.00	\$25.00
Collection Fee-Collection Fee	23	0	\$2,641.61	\$0.00	\$2,641.61
License Type Food Service-Food Service / Bar / Lounge Totals	83	2	\$13,894.16	(\$40.83)	\$13,853.33
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	32	0	\$27,054.19	\$0.00	\$27,054.19
Vending Machine-Amuse/ Vending / Coin Operated	3	0	\$682.29	\$0.00	\$682.29
Collection Fee-Collection Fee	28	1	\$5,065.85	\$97.73	\$5,163.58
Delinquent > 150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
General Service-General Service	2	0	\$232.44	\$0.00	\$232.44
License Type General Retail-General Retail Totals	66	1	\$33,134.77	\$97.73	\$33,232.50
License Type: General Service-General Service					
General Service-General Service	105	1	\$11,912.55	(\$116.22)	\$11,796.33
Vending Machine-Amuse/ Vending / Coin Operated	2	0	\$2,761.65	\$0.00	\$2,761.65
Com Inspection-Commercial Inspection	6	0	\$450.00	\$0.00	\$450.00

Zoning Review-Zoning Use Review Fees (BTR)	9			\$450.00	\$0.00	\$450.00
Transfer-Transfer	1			\$11.62	\$0.00	\$11.62
Collection Fee-Collection Fee	91			\$5,440.61	(\$60.00)	\$5,380.61
NSF-NSF	1			\$20.00	\$0.00	\$20.00
25% Penalty-25% Penalty	3			\$87.18	\$0.00	\$87.18
Cosmetology-Cosmetology / Barber	1			\$40.61	\$0.00	\$40.61
General Retail-General Retail Sq Feet	1			\$81.39	\$0.00	\$81.39
License Type General Service-General Service Totals	220			\$21,255.61	(\$175.22)	\$21,079.39
License Type: Home-Home Based Business	67			\$5,453.13	(\$61.04)	\$5,392.09
Home-Home Based Business	67			\$5,453.13	(\$61.04)	\$5,392.09
License Type Home-Home Based Business Totals						
License Type: Industrial-Industrial						
Industrial Sq Ft-Industrial Square Feet	1			\$162.89	\$0.00	\$162.89
Collection Fee-Collection Fee	1			\$60.00	\$0.00	\$60.00
License Type Industrial-Industrial Totals	2			\$222.89	\$0.00	\$222.89
License Type: Insurance Co-Insurance Sales Company						
Insurance Reg-Insurance Registration	5			\$610.15	\$0.00	\$610.15
License Type Insurance Co-Insurance Sales Company Totals	5			\$610.15	\$0.00	\$610.15
License Type: Professional-Professional						
Professional-Professional	57			\$6,833.69	(\$244.06)	\$6,589.63
Cosmetology-Cosmetology / Barber	31			\$1,238.61	\$0.00	\$1,238.61
Zoning Review-Zoning Use Review Fees (BTR)	1			\$50.00	\$0.00	\$50.00
Real Estate-Real Estate Broker / Ins Agents	4			\$390.60	\$0.00	\$390.60
Transfer-Transfer	1			\$12.20	\$0.00	\$12.20
Collection Fee-Collection Fee	3			\$75.00	\$0.00	\$75.00
Delinquent > 150-Delinquent Over 150 Days	3			\$300.00	\$0.00	\$300.00
General Service-General Service	11			\$1,278.42	\$0.00	\$1,278.42
License Type Professional-Professional Totals	111			\$10,178.52	(\$244.06)	\$9,934.46
License Type: Rental Office-Rental Office						
Rental Office-Rental Office	6			\$977.34	\$0.00	\$977.34
License Type Rental Office-Rental Office Totals	6			\$977.34	\$0.00	\$977.34
License Type: Rental Unit-Rental Unit						
Rental Unit-Rental Unit	300			\$26,671.91	(\$50.92)	\$26,610.99
Collection Fee-Collection Fee	1			\$25.00	\$0.00	\$25.00
Delinquent > 150-Delinquent Over 150 Days	1			\$100.00	\$0.00	\$100.00
License Type Rental Unit-Rental Unit Totals	302			\$26,796.91	(\$50.92)	\$26,735.99
License Type: Storage/WH Units-Storage / Warehouse Units						
Storage/WH Units-Storage / Warehouse Units	2			\$1,466.53	\$0.00	\$1,466.53
License Type Storage/WH Units-Storage / Warehouse Units Totals	2			\$1,466.53	\$0.00	\$1,466.53



License Activity Report

Activity Date Range 08/01/25 - 08/31/25
Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Cancelled
Amusement - Amusement & Entertainment	Business	0	0	0	0	8	0	0
Cont Office - Contractor Office	Business	0	0	0	0	8	0	0
Food Service - Food Service / Bar / Lounge	Business	1	0	0	0	0	0	0
General Retail - General Retail	Business	0	0	0	1	2	0	0
General Service - General Service	Business	8	0	0	7	4	0	0
Home - Home Based Business	Business	0	0	0	0	2	0	0
Professional - Professional	Business	3	0	0	2	5	0	0
Rental Unit - Rental Unit	Business	3	0	0	2	1	0	0
Grand Totals		15	0	0	12	30	0	0

Code Enforcement Division

Code Division Report (July 1, 2025 – July 31, 2025)

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2025
Inspections Related to Active Code Cases	78	1447
New Cases Started	32	552
Cases Complied	19	380
Current Open Cases	329	3040
Notices Sent	82	1077
Illegal Signs Removed from right-of-way	305	3782
Inspections Not Related to Active Code Cases	78	1447
Complaints Received and Investigated	21	105
Warning Tickets	0	60

Code Enforcement Division

Code Division Report (August 1, 2025 – August 31, 2025)

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2025
Inspections Related to Active Code Cases	69	1516
New Cases Started	28	580
Cases Complied	26	406
Current Open Cases	321	3361
Notices Sent	93	1170
Illegal Signs Removed from right-of-way	304	4086
Inspections Not Related to Active Code Cases	69	1516
Complaints Received and Investigated	4	109
Warning Tickets	0	60

Code Enforcement - STATS FY 2025

	<u>NOTICES MAILED</u>	<u>SIGNS</u>	<u>INSPECTIONS</u>	<u>COMPLAINTS</u>	<u>WRITTEN WARNINGS</u>
OCTOBER 2024	232	267	284	10	35
NOVEMBER 2024	110	727	134	12	3
DECEMBER 2024	162	527	164	15	42
JANUARY 2025	134	438	202	9	6
FEBRUARY 2025	159	280	233	8	4
MARCH 2025	143	367	185	10	2
APRIL 2025	74	423	120	6	1
MAY 2025	75	256	77	6	0
JUNE 2025	67	246	60	16	0
JULY 2025	82	305	78	21	0
AUGUST 2025					
SEPTEMBER 2025					



Department Report

DATE: September 17, 2025
FROM: Dr. Philip C. Harris, D.B.A., Director, Economic Development
SUBJECT: Monthly Report July – August 2025

BACKGROUND

During July and August 2025, the Economic Development Department advanced the City’s mission to foster inclusive growth, support small businesses, and build strategic partnerships that align with Greenacres’ long-term goals of innovation and resilience. The Department is positioning Greenacres as a city of opportunity through redevelopment planning, workforce initiatives, business support services, and international collaboration. These efforts are designed to attract investment, strengthen local businesses, and enhance the community’s long-term economic resilience.

1. Hotel Feasibility Study Update

To address the absence of local lodging, the Department launched a Lodging Needs Survey (Aug. 8–21) in partnership with Core Distinction Group. Eighteen (18) businesses, organizations, and stakeholders responded.

Key Findings:

- **Lodging Demand:** Moderate but diverse demand exists for both short-term stays and longer-term accommodations.
- **Current Gap:** Guests are redirected to hotels in surrounding cities due to a lack of options in Greenacres.
- **Community Benefits:** Strong support for a branded hotel that could generate jobs, tax revenue, and attract sports tourism, relocations, and family visits.
- **Event Space Needs:** High demand for job fairs, training sessions (30–50 attendees), and social/family events (100–300+).
- **Desired Amenities:** Complimentary breakfast, WiFi, fitness center, meeting rooms, pool, dining, and long-term stay options.

Conclusion: A branded hotel could fill significant gaps in lodging, event space, and economic opportunity, serving as a catalyst for a future downtown hub.

2. Workforce Development

2025 Business MatchMaker Conference & Expo

The Department is preparing for the 19th Annual Business MatchMaker Conference & Expo (Sept. 18–19, 2025, at West Palm Beach Airport Hilton).

- **Partners:** City of Greenacres, City of West Palm Beach, City of Riviera Beach, Palm Beach County (various departments), School District of PBC, Solid Waste Authority, TED Center, and others.
- **Goals:** Provide small businesses with access to capacity-building tools, networking, and contracting opportunities.
- **Highlights:** Workshops, exhibitor expo, small business awards, one-on-one “Power Talks” with agencies and private companies, and a networking reception.

3. Business Assistance

- **Commercial Corridor Outreach:**

Collaborating with Retail Strategies consultants and new property owners of Barclay Plaza (sold for \$11.2M) and Buttonwood Plaza (sold for \$8.4M) to strengthen tenant support and attract new retail options.

- **Business Mentoring – SCORE Partnership:**

Monthly confidential mentoring sessions launched at City Hall (third Thursday, 12–2 p.m.), offering personalized support for startups, expansions, and entrepreneurs navigating challenges.

4. Strategic Partnerships and Regional Collaboration

- **Chambers of Commerce:** Attended the Central Chamber of Commerce networking event (Aug. 19).
- **Countywide Collaboration:** Participated in Palm Beach County Economic Development Stakeholders Meeting (Aug. 28) hosted by CareerSource.

Sister Cities International Partnership

The Department has held multiple meetings with the Consulate General of Colombia in Miami and the City of Medellín, Colombia Mayor's Office Executive staff to explore Sister City opportunities.

Potential Areas of Collaboration:

- **Economic Cooperation:** Small business trade, tourism promotion tied to Greenacres' 2026 Centennial, and co-investment opportunities.
 - **Cultural Exchange:** Festivals, culinary showcases, arts, and heritage events.
 - **Academic Exchange:** Student/faculty partnerships, internships, and research initiatives between Medellín and Palm Beach County institutions.
 - **Community Engagement:** Programs fostering intercultural leadership, storytelling, and inclusion of youth and immigrant communities.
-



Department Report

MEETING DATE: September 17, 2025
FROM: Teri Lea Beiriger, Director of Finance
SUBJECT: Department of Finance Activity Report

DEPARTMENT HIGHLIGHTS

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

- Continued to work on efficiencies to better serve our internal and external customers.
- General Operations
 - Continuing process of Fixed Assets tasks for the current fiscal year.
 - Reviewed and distributed Department Emergency Plan.
 - Continued the FY26 budget preparation.
 - Established the FY26 millage rate a 6.3000.
 - Certified DR 520 and DR 520MMP for TRIM.
 - Prepared 33 boxes and over 3,200 Laserfiche entries for destruction.
 - Provided the FY2026 Proposed Budget presentation on July 21st for Council
- Grants
 - Submitted applications for the following grants:
 - Department of State 2026 America 250 Grant
 - Lake Worth Lagoon Initiative – Septic to Sewer 2026 State Approp.
 - FL 2025 Cybersecurity Grant
 - Submitted quarterly progress reports on the following grants:
 - FL DEP 2023 - 2024 Swain Blvd Sewer Ext (State) Approp. Phase I
 - DOT 2022 Safe Streets
 - HMGP Gladiator Lake 2018
 - FL DOE 2023 Youth Program Capital Outlay (State) Approp.
 - Assistance to Firefighter 2022 Training
 - Firefighters Supplemental 2025



Department Report

MEETING DATE: September 17, 2025

FROM: Phillip Konz, Fire Chief

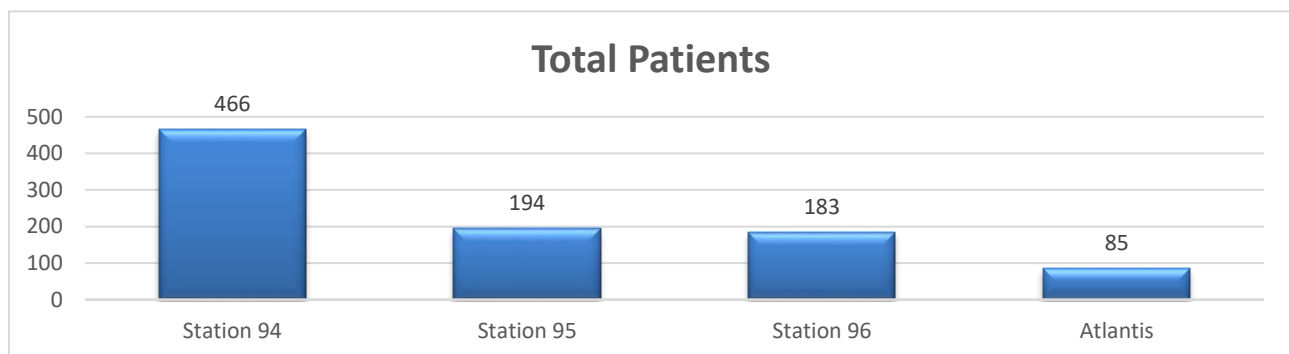
SUBJECT: Fire Rescue July and August 2025

FR CALLS

CALLS	MONTHLY TOTALS
Total Alarms dispatched in July and August	1,292
Average alarms per day	20.51
Total calls this fiscal year	6,556

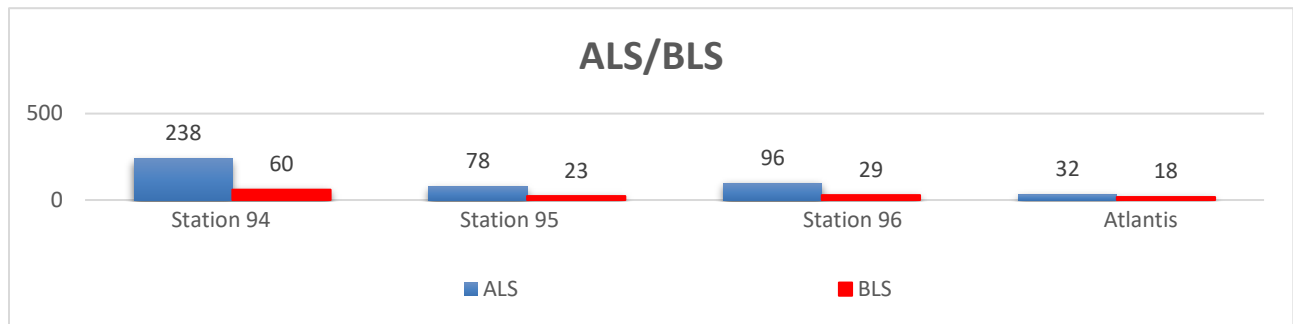
In July and August of 2025, 843 patients were treated for Emergency Medical related services. Of those patients, 85 were in the City of Atlantis. These requests vary from a single unit responding to help an individual who has fallen to the floor, to a cardiac arrest necessitating multiple units, along with a mix of personnel, advanced skills and equipment.

Service Calls, Cancels, and Public Assists totaled 127. 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.



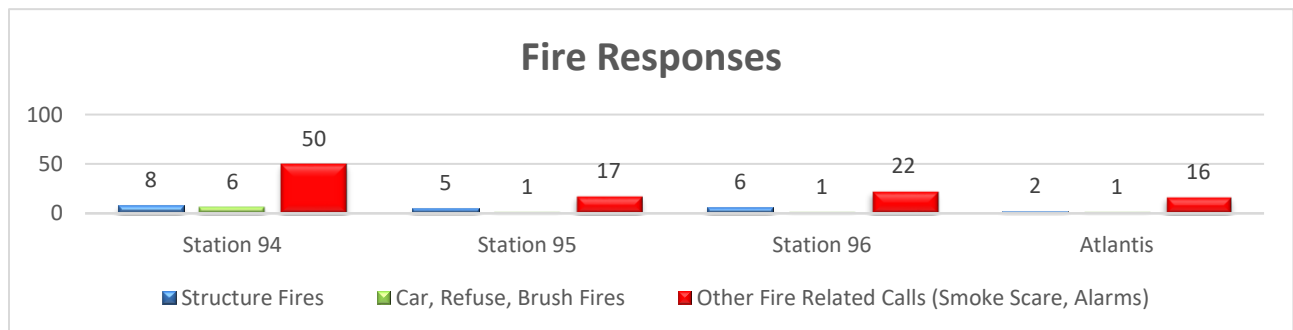
ALS/BLS

Fire Rescue transported 524 patients to a hospital or 62% of the patients we were called to treat. The majority of those (412) 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.

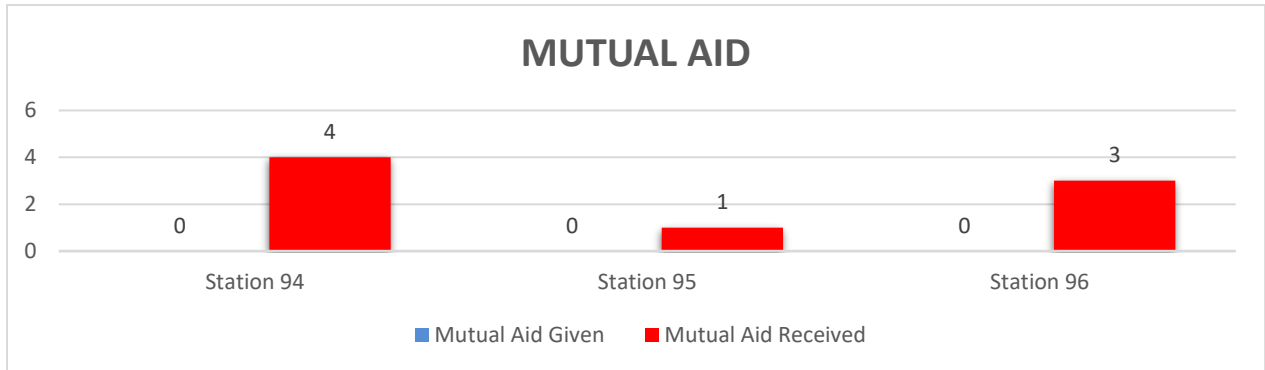


FIRE RESPONSES

Fire Rescue responded to 89 calls for a fire or smoke-related emergency. There were seventeen (17) requiring an escalated response to a car, brush, or refuse fire; nineteen (19) were in a residential or commercial structure.



MUTUAL AID

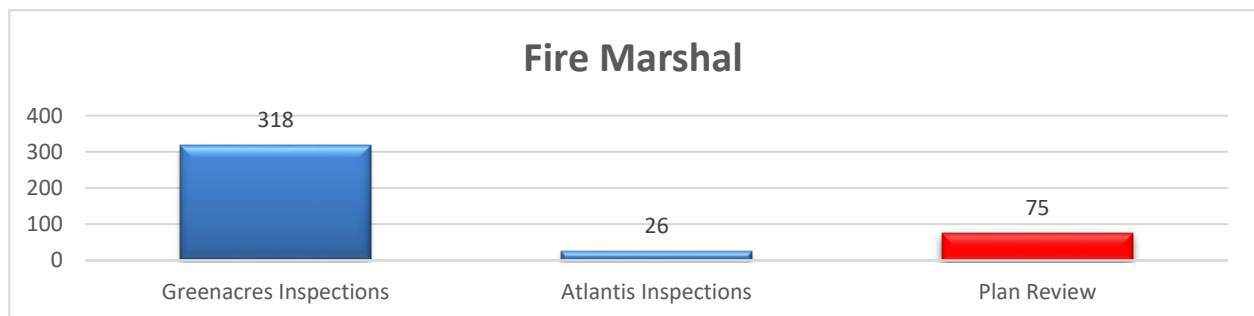


Mutual aid is the sending or receiving of emergency resources (apparatus, personnel) to or from another entity or agency upon request. No community has sufficient resources to handle every emergency of all sizes. Therefore, neighboring agencies work together through a system called Mutual Aid. That system 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	344
Plans Review	75
Dollar Loss due to fire	\$139,710



SPECIAL SERVICES

Blood Pressure Screenings	1
Presentations, Station Tours/Attendees	1/40
Persons Trained in CPR	0



Department Report

MEETING DATE: September 17th, 2025

FROM: Georges Bayard, Director, Information Technology

SUBJECT: Department of Information Technology - July & August 2025 Activity Report

DEPARTMENT HIGHLIGHTS

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

1. Kicked off the project to build and deploy the City's new Intranet website, based on Microsoft SharePoint. This new intranet is expected to provide improved collaboration capabilities and easy access to a variety of tools such as AI and process automation, in addition to being the centralized private network hub where employees can access the information, resources, and tools they need to do their jobs.
2. Implemented new cybersecurity solutions from the Florida Local Government Cybersecurity Grant, providing additional layers to those already in place.
3. Continuing configuration of new network firewall appliances, to replace the aging primary security hardware components that are protecting the City's data resources from external access. CRS, Fire Rescue Station 94 and 96 are completed, and the primary firewall at City Hall is expected to be completed very shortly.
4. Finalizing the network segmentation project for the Municipal Complex, to separate workstations and critical equipment - e.g. servers and switches - into distinct sub-networks, a best practice adding another security layer to the City's information systems.
5. The MyGovernmentOnline (MGO) implementation project continues with the DNS Department, to manage all Permitting, Planning & Zoning, Code Compliance and Business Tax Receipts (BTRs) activities. The Go-Live for the BTR and Fire Inspection modules is expected to take place by October 1, to be followed by the additional modules.

SERVICE DESK REQUESTS

July 2025

DEPARTMENT	CURRENT PERIOD	FY 2025 YTD	FY 2025 BUDGET
Administration	16	143	-
Community & Recreation Services	9	60	-
Development & Neighborhood Svcs.	7	85	-
Finance	3	44	-
Fire Rescue	10	66	-
Information Technology	1	33	-
Public Works	4	42	-
Purchasing	2	15	-
Youth Programs	3	50	-
Total Service Desk Requests	55	538	800

August 2025

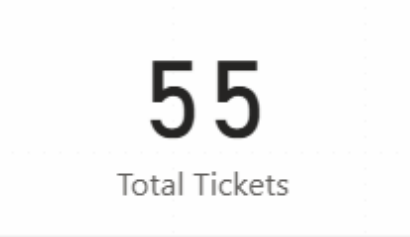
DEPARTMENT	CURRENT PERIOD	FY 2025 YTD	FY 2025 BUDGET
Administration	11	154	-
Community & Recreation Services	11	71	-
Development & Neighborhood Svcs.	12	97	-
Finance	9	53	-
Fire Rescue	9	75	-
Information Technology	2	35	-
Public Works	2	44	-
Purchasing	2	17	-
Youth Programs	8	58	-
Total Service Desk Requests	66	604	800



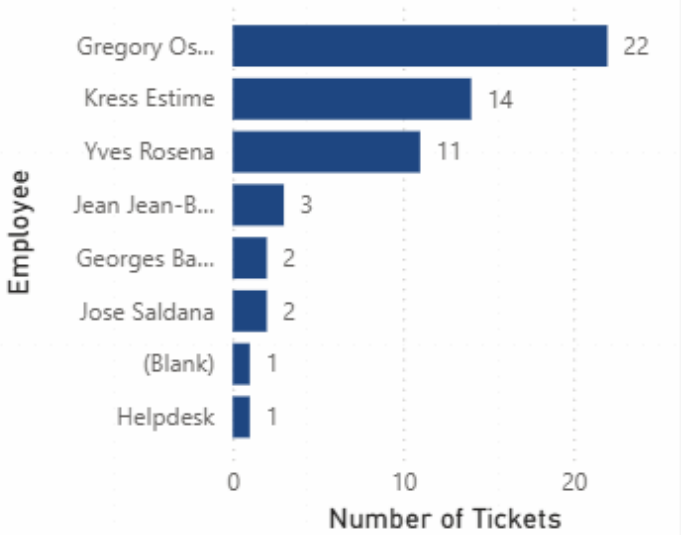
IT Department Monthly Activity Report - July, 2025

Item # 29.

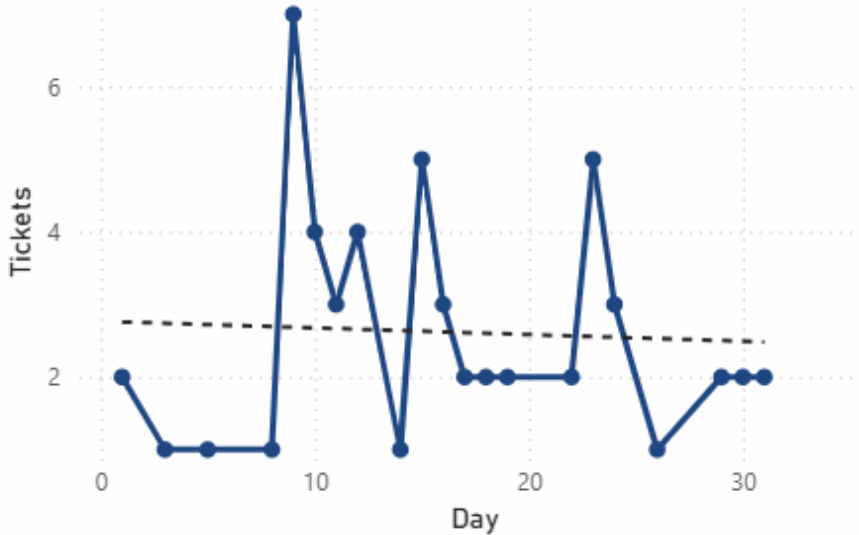
Number of Total Tickets



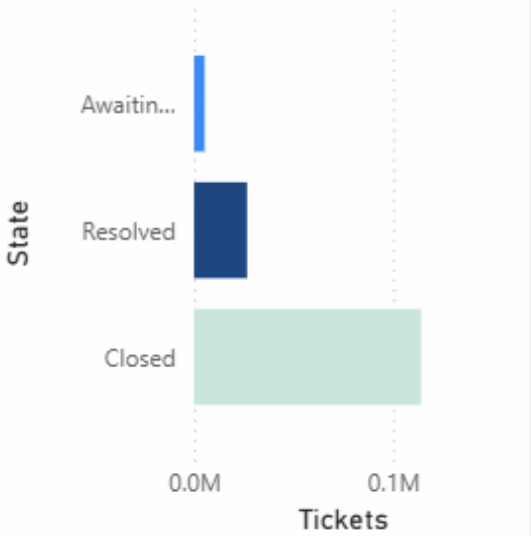
Number of Tickets by Employee



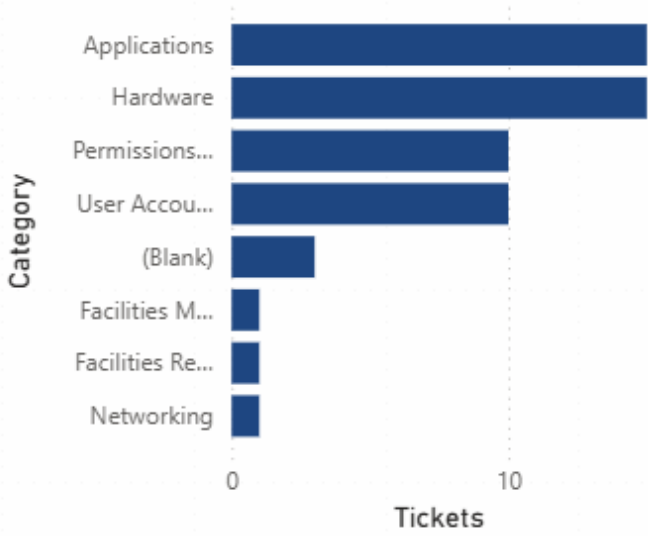
Tickets by Day



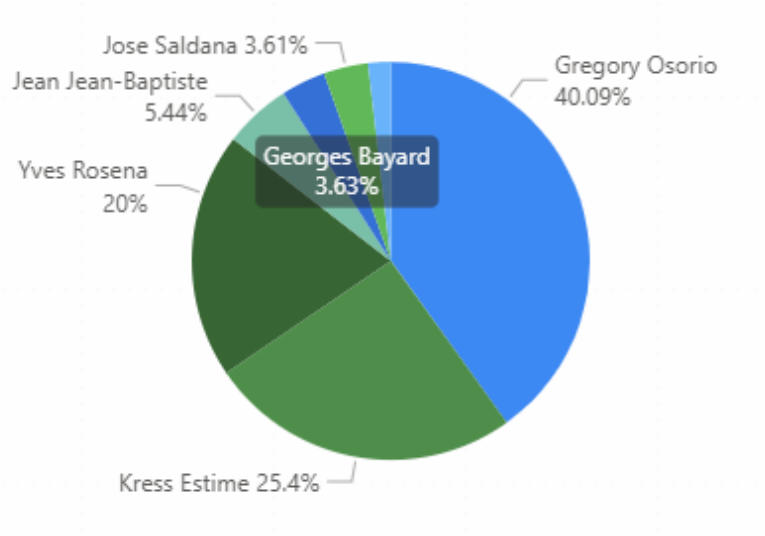
Tickets by State



Tickets by Category



Tickets by Employee



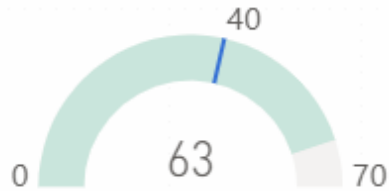
IT Department Monthly Activity Report - August, 2025

Number of Total Tickets

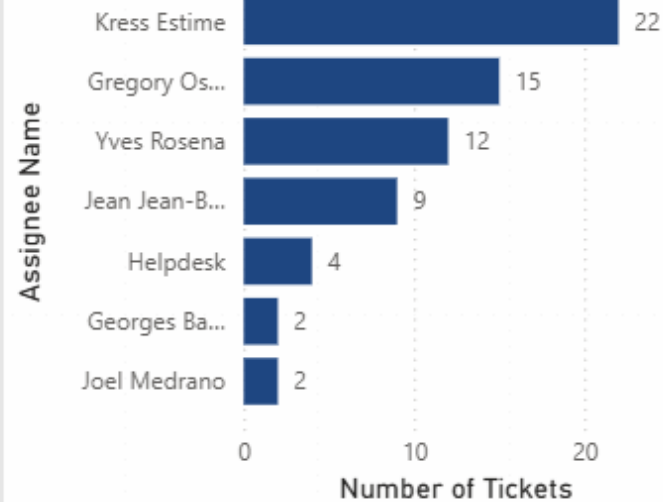
66

Total Tickets

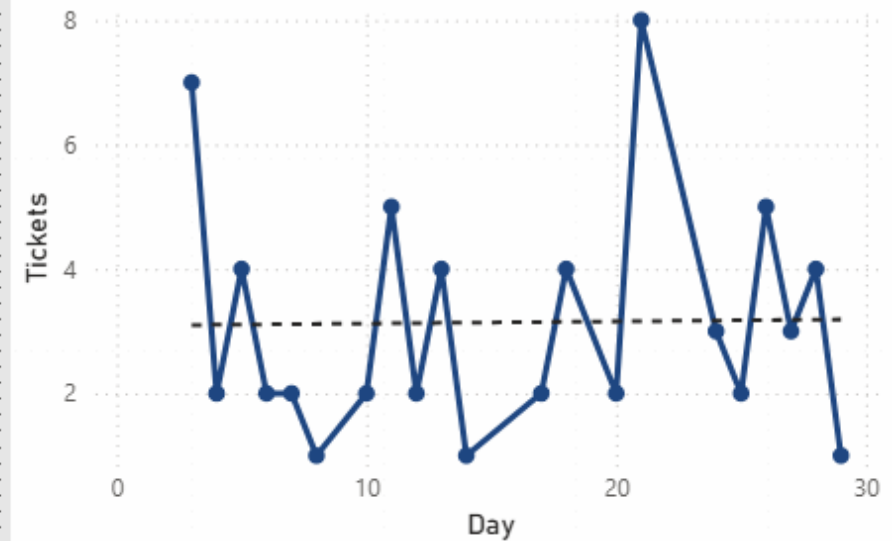
Tickets Closed



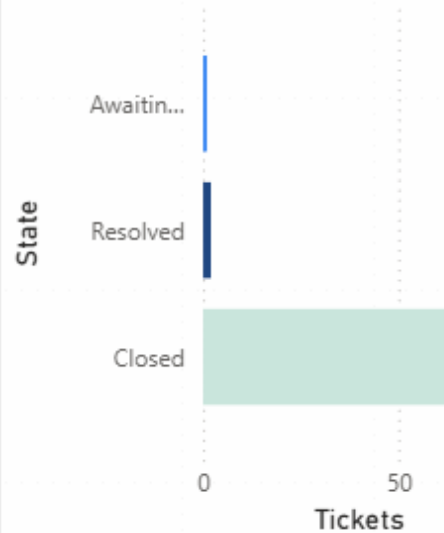
Number of Tickets by Assignee Name



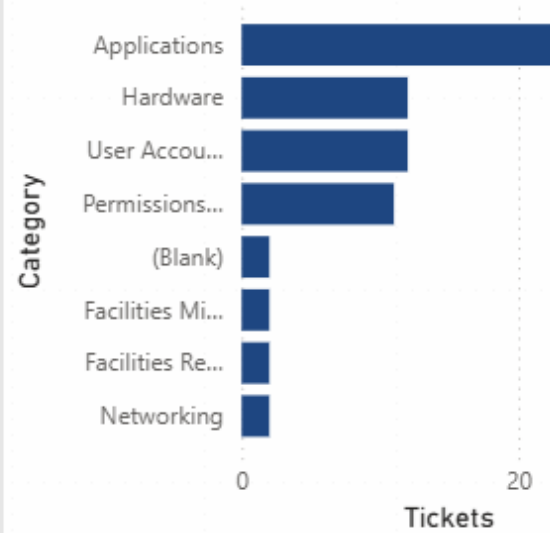
Tickets by Day



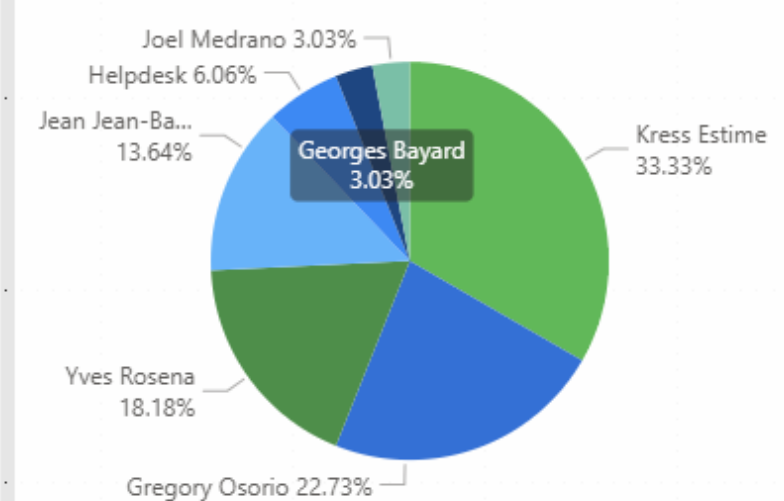
Tickets by State



Tickets by Category



Tickets by Employee





Department Report

MEETING DATE: September 17, 2025

FROM: Captain Craig Turner, PBSO District 16

SUBJECT: PBSO District 16 Report – July 2025

CAD CALLS

CAD CALLS	MONTHLY TOTALS
Business / Residence Checks	2,034
Traffic Stops	828
Calls for Service (Excluding 1050's & 1061's)	1,715
All CAD Calls - Total	4,577
Total Calls for Service – FY 2025 (October 2024 – September 2025)	40,297

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 4,577 generated calls within the District and 63% of these calls were self-initiated.

TRAFFIC ACTIVITY

DISTRICT 16 PERSONNEL	
Total Citations	Total Warnings
197	281

Data Source: CAU / TraCS

PBSO MOTORS UNIT	
Total Citations	Total Warnings
615	251

Data Source: Traffic Division

COMMUNITY POLICING EVENTS

- 07/04/25: Ignite the Night event
- 07/07/25 – 07/11/25: PBSO Summer Camp at Pickwick Mobile Home Park
- 07/14/25 – 07/18/25: PBSO Summer Camp at Pickwick Mobile Home Park
- 07/16/25: Food Distribution at Pickwick Mobile Home Park

STREET CRIMES UNIT

- FHP requested assistance from District 16 Street Crimes Unit on an unoccupied stolen vehicle in District 16. The suspect proceeded to flee and in doing so committed aggravated assault with a deadly weapon on LEO towards Agents and Troopers. The suspect vehicle wrecked where, they were taken into custody by FHP. The suspect was turned over to PBSO, where the District 16 Street Crimes Unit completed a post-Miranda interview, and obtained a full confession. A Street Crimes Agent charged the suspect with aggravated assault with a deadly weapon, flee and elude at a high speed, reckless driving, driving with a license suspended, VOP, and grand theft auto. FHP charged the suspect with aggravated assault with a deadly weapon as well as flee and elude from a previous case that took place the day before. The Boynton Beach Police Department charged the suspect with fleeing and eluding from an earlier incident. This case was cleared by arrest.
- The District 16 Street Crimes Unit attempted to stop a vehicle, which fled. The vehicle that fled had mechanical issues, came to a complete stop, where they were taken into custody. An Agent arrested the suspect with flee and elude, aggravated assault on LEO, resist without violence, operating a vehicle with no license, and reckless driving. The suspect was transported to the Palm Beach County Jail and this case was cleared by arrest.
- District 16 Street Crimes Unit was attempting to locate a suspect who had two failure to appear warrants. Agents located the suspect who was arrested without incident. The suspect was transported to the District 16 Detective Bureau, where they were interviewed on a fraud case. The Detective developed probable cause in the case; the suspect was transported to the Palm Beach County Jail, and charged with fraud and two failure-to-appear warrants for traffic. This case was cleared by arrest.

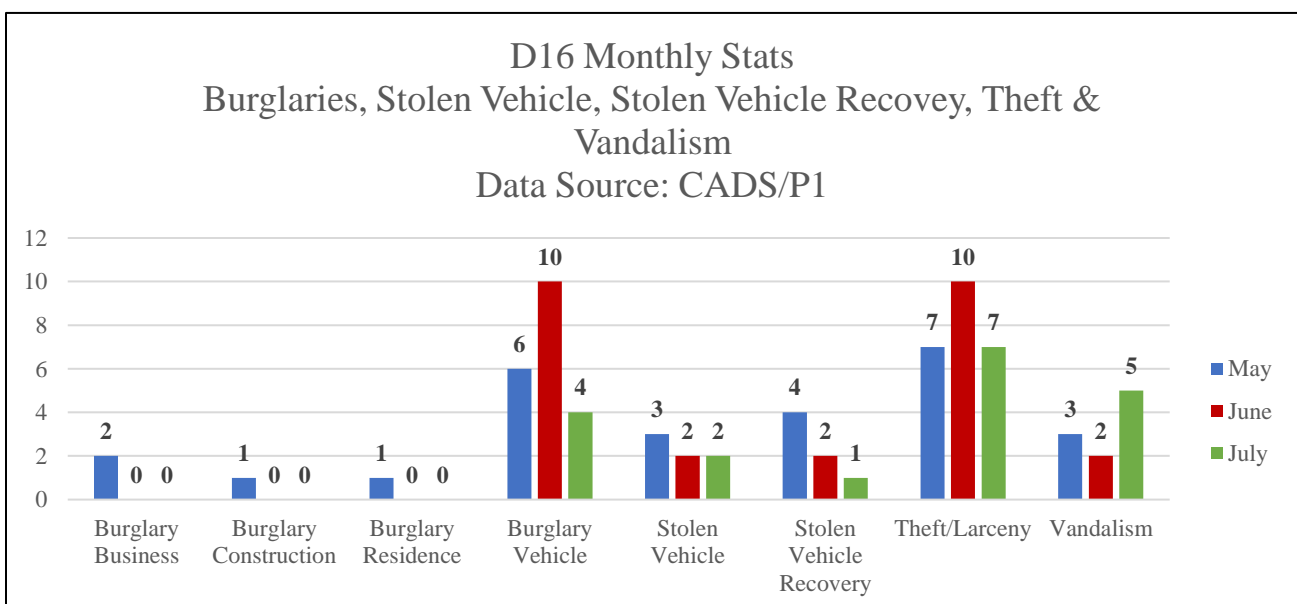
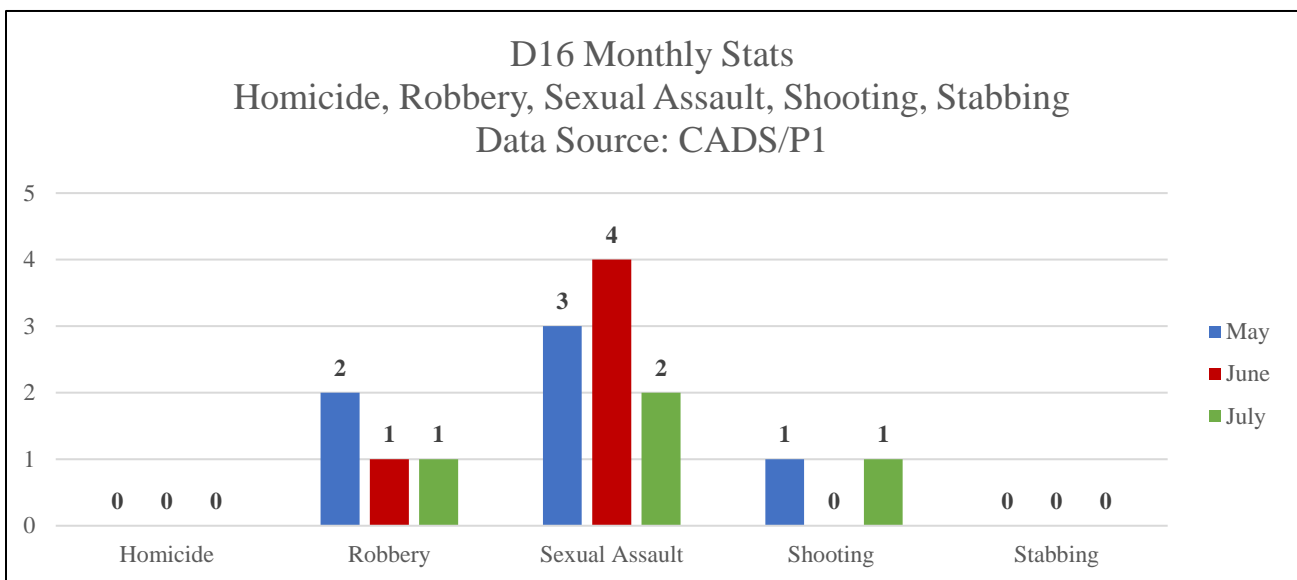
PROPERTY DETECTIVES

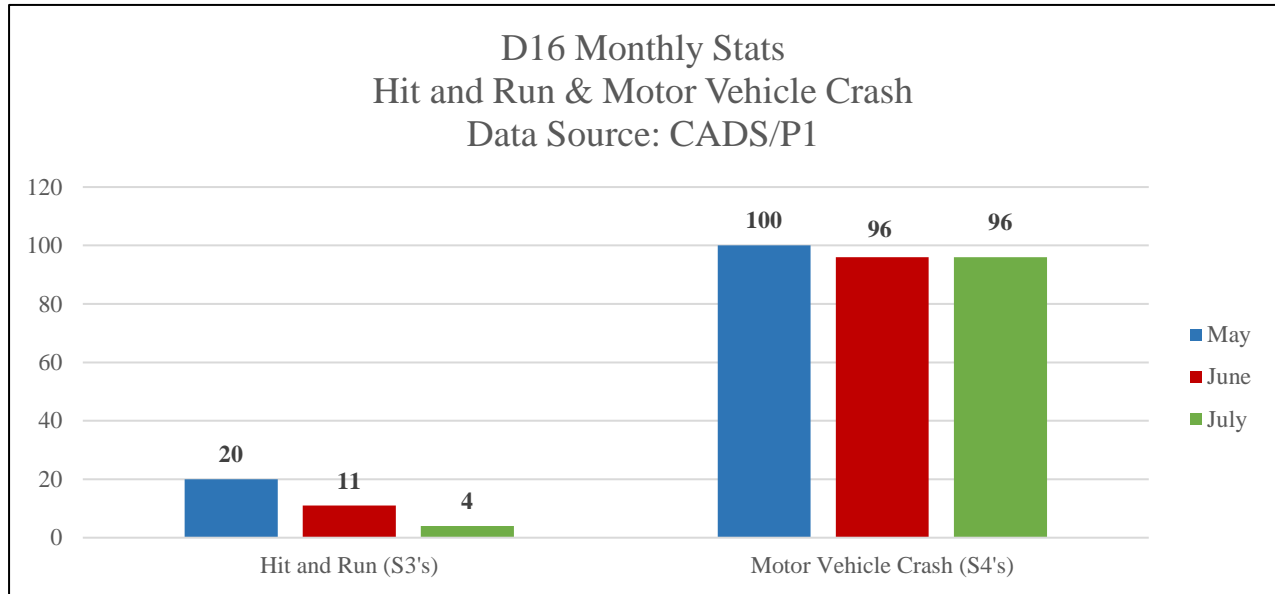
- A suspect opened a checking account, returned to the bank, and cashed a fraudulent check. The suspect then attempted to cash a second fraudulent check at another branch location, which resulted in the freezing of the account. The suspect then attempted to unfreeze the account at a third branch location. Bank management recognized the suspect and contacted PBSO. Detectives responded and arrested the suspect and a residential search warrant was served on the suspect's residence resulting in the recovery of cash. This case was cleared by arrest.
- An electric scooter was stolen from the bike rack in Greenacres. Detectives identified the suspect and established PC with the assistance of District 14 deputies who arrested the suspect. An in custody arrest was made and this case was cleared by arrest.

- Two suspects entered a business and worked collectively to steal items. One of the suspects was identified and arrested while incarcerated by an unrelated crime. This case was cleared by arrest.

DATA ANALYSIS

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





TOP ACCIDENT LOCATIONS FOR JULY 2025 - CASE NUMBER INCIDENTS

LOCATION	CASE NUMBER COUNT
S Jog Road / Lake Worth Road	12
Forest Hill Boulevard / S Jog Road	11
S Jog Road / Cresthaven Boulevard	5
Lake Worth Road / S Haverhill Road	5
S Military Trail / Lake Worth Road	5
10th Avenue N / S Haverhill Road	4



Department Report

MEETING DATE:

FROM: Captain Craig Turner, PBSO District 16

SUBJECT: PBSO District 16 – August 2025 Report

CAD CALLS

CAD CALLS	MONTHLY TOTALS
Business / Residence Checks (Self-Initiated)	1,396
Traffic Stops (Self-Initiated)	926
Calls for Service (Excluding 1050's & 1061's)	1,736
All CAD Calls - Total	4,058
Total Calls for Service – FY 2025 (October 2024 – September 2025)	44,355

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 4,058 generated calls within the district and 57% of these calls were self-initiated.

TRAFFIC ACTIVITY

DISTRICT 16 PERSONNEL	
Total Citations	Total Warnings
674	336

Data Source: D16 Office Staff/Monthly Report

PBSO MOTORS UNIT	
Total Citations	Total Warnings
402	151

Data Source: D16 Office Staff

COMMUNITY POLICING EVENTS

- 08/07/2025 - City of Greenacres back to school luncheon.
- 08/18/2025 - Tip a Cop Event at E.R. Bradley's.

STREET CRIMES UNIT

- District 16 Detective Bureau requested the assistance of District 16 Street Crime Unit in locating two suspects who had active warrants and had committed a grand retail theft. Agents conducted a thorough background check and used LPR's system to locate the vehicle parked. An open-air takedown was conducted, and both suspects were taken into custody without incident. Both suspects had crack cocaine on their person. Both suspects were transported to District 16 Detective Bureau, where they were interviewed and provided a full confession. District 16 Detective Bureau cleared one case by arrest, and District 6 Detective Bureau cleared three of their cases. One suspect was charged with possession of cocaine, out of County Warrant VOP, violation of probation, and grand theft. The other suspect was charged with possession of cocaine, possession of paraphernalia, tampering with evidence, failure to appear, and grand theft. Both subjects were transported to the Palm Beach County Jail.
- DEA requested the assistance of District 16 Street Crime Unit in conducting surveillance on one of their targets. DEA maintained surveillance and requested we conduct a traffic stop on their target vehicle. Street Crime Unit Agents conducted the traffic stop on the car for a traffic violation. Contact was made with the driver, who was arrested for driving while his license was suspended. Incident to arrest, Agents searched the vehicle and located several receipts showing that the suspect was sending U.S. currency to Mexico. Agents seized the receipts and the targets two cellphones. DEA will be drafting a federal warrant for the extraction of the cellphones. The driver was arrested while his license was suspended and was transported to the Palm Beach County Jail (case is cleared by arrest).
- District 16 Street Crime Unit, while conducting surveillance at the Plasma Center, observed a suspicious vehicle. Agents followed the vehicle and conducted a traffic stop for a traffic violation. Agents made contact with the driver who was a habitual traffic offender. The suspect was arrested for habitual and incident to arrest searched the vehicle and located crack cocaine, baggies, and a digital scale. Inside the glove compartment where a handgun was located. The suspect is a five-time convicted felon and consented to his DNA. The suspect was transported to the County Jail and charged by with possession of cocaine, habitual traffic offender, and possession of paraphernalia. District 16 Street Crime Unit made contact with TFO ATF, who advised that he would be using a grant to expedite the DNA. ATF was notified and will most likely be taking this case federally.

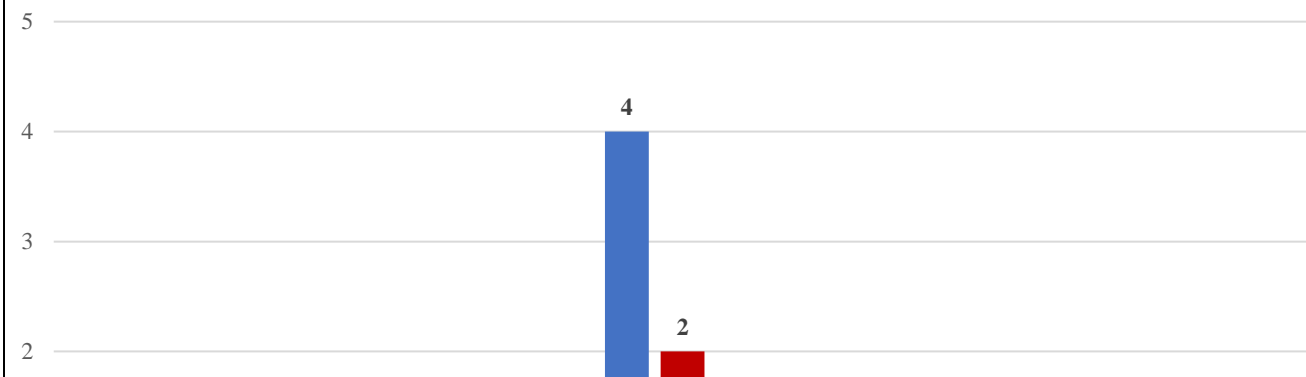
PROPERTY DETECTIVES

- Two suspects worked together to steal almost \$1,100 worth of merchandise. The suspects were also responsible for three additional thefts from a located in District 6. Detectives were able to identify the suspect's vehicle and the suspects utilizing the vehicle. The District 16 Street Crime Unit located the vehicle and the suspects and took them into custody without incident. This case was cleared by arrest x 2.
- Flamingo Check Cashing reported several fraudulent/bad check. One of the checks was determined to be fraudulently cashed and the victim advised that checkbook was lost at least a year ago. The suspect was positively identified and PC was established. The Street Crimes Unit located and arrested the suspect. Post Miranda the suspect provided a full confession. This case is cleared by arrest.
- Road Patrol deputies responded to a noise complaint involving a vehicle revving its engine. While canvassing for the vehicle, deputies located an occupied pickup truck stuck on a construction site. While speaking to the occupant, deputies observed several plumbing parts in plain view on the vehicles back seat. Deputies were unable to make contact with a representative for the construction company and were unable to establish a crime. The vehicle was impounded for investigative purposes and the suspect was released. Detectives responded to the construction site the following day and learned that several plumbing fittings had been removed and stolen, causing in excess of \$25,000 in damage. PC was established and the suspect was arrested. A search warrant was obtained and served on the vehicle, leading to the recovery of the stolen items and the saw used to remove them. This case is cleared by arrest.

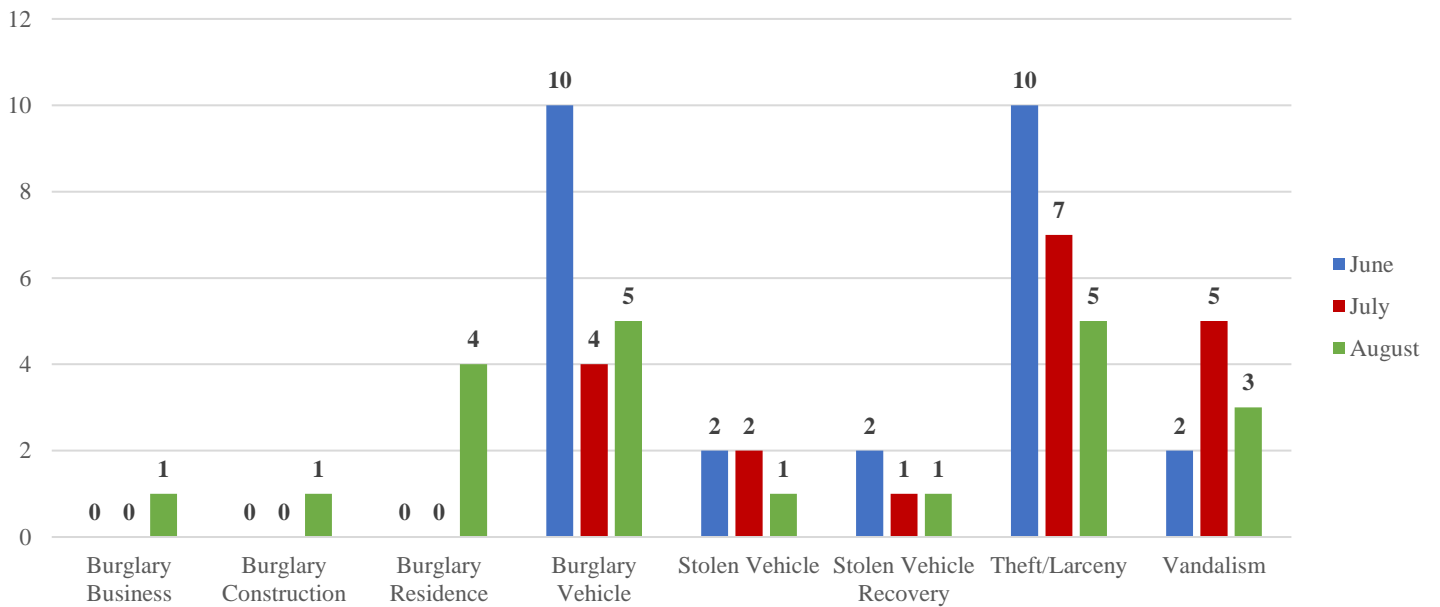
DATA ANALYSIS

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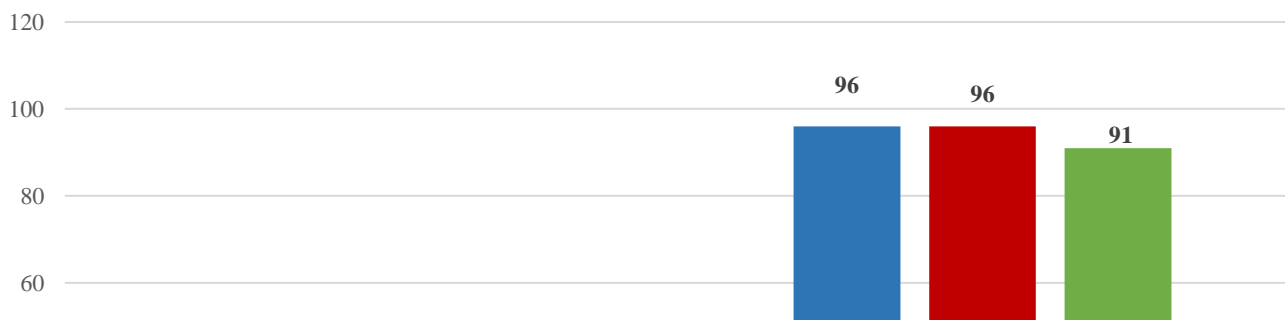
D16 Monthly Stats
Homicide, Robbery, Sexual Assault, Shooting, Stabbing
Data Source: CADS/P1



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 AUGUST 2025 - CASE NUMBER INCIDENTS (S3's, 4's & 5V)

LOCATION	CASE NUMBER COUNT
FOREST HILL BLVD / S JOG RD	16
LAKE WORTH RD / S JOG RD	12
10TH AVE N / S JOG RD	6
S JOG RD / CONSTITUTION WAY	5
S HAVERHILL RD / LAKE WORTH RD	5
LAKE WORTH RD / S MILITARY TRL	5



Department Report

MEETING DATE: September 17, 2025

FROM: Carlos Cedeño, Public Works Director

SUBJECT: Public Works Department Report

DEPARTMENT HIGHLIGHTS

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

1. ADMINISTRATION:

- CIP updates:
 - Youth Programs Building (CIP-236): Fire suppression, mechanical, electrical, plumbing, windows, doors, roof screens, framing, drywall, interior painting, dumpster enclosure and storm drainage in progress.
 - Gladiator Lake Drainage Enhancements (CIP-226): Construction is complete, currently under grant closeout stages.
- Staff coordinated and participated in a Departmental team building workshop.
- Staff attended the Purchasing Southeast Florida Chapter Summer Conference.

2. ROADS AND DRAINAGE MAINTENANCE

- Four (4) solar powered LED Stop signs were installed; two (2) at Chickasaw Rd and two (2) at Nautica Isles Blvd.
- Fence lines along the A & B Canals were trimmed back.
- Sable Palms and Oak Trees were trimmed back on Swain Blvd ROW, along with the fence lines in the Original Section alleyways.
- Two (2) catch basins and stormwater pipes were cleaned and jetted at Biscayne Dr. and Woodlake Blvd.
- New traffic STOP signs were installed at the intersection of Empire Way at Nicia Way, Toga Way and Chariot Cir.

3. VEHICLE MAINTENANCE

- Three (3) replacement vehicles for DNS and two (2) for Fire Rescue were prepared and put in service.

4. BUILDING SERVICES

- Coordinated the replacement of a 1.5-ton air-conditioning unit at the WIC Building.
- Coordinated the installation of new wall guard panels at the Community Center lo

5. PARKS MAINTENANCE

- Staff assisted with the set up and break down of the *Ignite the Nite* Celebration.
- Coordinated the installation of paver bricks around the pickle ball courts at Freedom Park.
- Staff coordinated tree trimming around the WIC Building.



Department Report

MEETING DATE: September 17, 2025

FROM: Monica Powery, Director, Purchasing

SUBJECT: Department of Purchasing Activity Report

DEPARTMENT HIGHLIGHTS

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

- a. 25-002 Parks Master Plan – This Request for Proposal was advertised on March 6, 2025 and closed on April 11, 2025 with five (5) proposals received. The Selection Committee met on May 5, 2025, to review, discuss, and shortlist the proposals, resulting in two firms advancing to presentations and final evaluation on June 4, 2025. The City Council approved the award to Kimley-Horn and Associates, Inc. on June 16, 2025.
- b. 25-004 AV System Upgrade and Equipment Replacement – This Request for Proposal was advertised on March 16, 2025 and closed on April 22, 2025 with three (3) proposals received. Presentations and final evaluations were conducted by the Selection Committee on July 9, 2025, and the Committee has recommended award to AVI-SPL, LLC. This item is scheduled to go before Council for approval at the meeting to be held on September 17, 2025.
- c. 25-008 Background Screening Services – This Request for Proposal was advertised on June 1, 2025 and closed on July 1, 2025 with four (4) proposals received. One submission was deemed non-responsive. The Selection Committee met on July 24, 2025, to review, discuss and evaluate the remaining three (3) proposals. The Selection Committee has recommended awarding the project to First Choice Research & Investigations, LLC dba First Choice Background Screening. To go before Council for approval at the meeting to be held on September 17, 2025.
- d. 25-009 Medical Supplies – This bid was advertised on August 3, 2025 and opens on September 5, 2025.
- e. 25-010 Mobile and Temporary Food Event Services – This Request for Proposal was advertised on August 3, 2025 and closes on September 5, 2025.
- f. 25-011 Landscape Maintenance Services for Facilities and Parks – This bid was advertised on August 14, 2025 and opens on September 5, 2025.
- g. 25-012 Irrigation Installation, Maintenance and Repair Services – This bid was advertised on August 14, 2025 and opens on September 5, 2025.
- h. Solicitations In Progress – Furniture for New Youth Programs Building and Technology for New Youth Programs Building; and Public Works Uniforms.

- i. Training – The Senior Buyer conducted a purchasing procedures training for one (1) new user.

DEPARTMENT ACTIVITY

ACTIVITY	CURRENT PERIOD	FY 2025 YTD
Purchase Orders Issued	92	657
Purchase Order Amounts	\$ 1,789,011.88	\$ 41,020,478.55
Solicitations Issued	4	16
Solicitations in Progress	2	-
Central Store Requests	10	51
Contracts Managed	78	78
Purchasing Card Purchases	671	3,441
Purchasing Card Transactions	\$ 121,949.42	\$ 587,912.37
No. of Training Sessions Conducted	1	6
Towing Revenue	\$ 0.00	\$ 27,805.00



Youth Programs Department Monthly Report

MEETING DATE: September 17, 2025

FROM: Jowie Mohammed, Director of Youth Programs

SUBJECT: July & August 2025 Department Report

PROGRAMMING

- Summer Camp:
 - Twenty-three (23) days of Summer Camp provided during the month of July.
 - Hours of Operation: Monday – Friday, 7:30a.m. – 5:30p.m.
 - Breakfast, a hot lunch and snacks provided daily.
- After school:
 - The first day of school was Monday August 11, 2025.
 - Daily supper is provided to all after-school participants, at no additional cost, through our partnership with Flipany.

PERFORMANCE MEASUREMENTS

PERFORMANCE MEASUREMENT	AVERAGE THIS PERIOD	FY 2025 TO DATE
# of Participants	130	121
# of Participants in Sierra Club ICO	0	15
# of Licenses Coordinated	0	1
# of MOU's Coordinated	1	1
# of Part.'s in Teen Advisory Council (TAC)	8	8
# of Part.'s in TOP Program	0	40
# of Part.'s in Garden Club	0	34
# of Presidential Volunteer Service Hours	5,826	4,120

FINANCIAL INFORMATION

GRANTS COORDINATED	AVERAGE THIS PERIOD	FY 2025 TO DATE
Early Learning Coalition	\$26,077.96	\$131,263.79
Parent & Registration Fees	\$29,022.00	\$140,690.21
Youth Services Department SEL Grant	\$00.00	\$53,905.60
Textile Funds	\$9,600.00	\$10,260
Summer Camp Scholarship Program	\$5,850.00	\$6,600.00

C.A.R.E.S REPORT

- During the month of July youth in CARES concluded an Expanded Learning Opportunity (ELO) called KidzArt. Youth ages 5-12 have fun, learn to draw, and experience creativity building exercises. KidsArt mobile program is complemented with new and varied art mediums, and our unique multi-cultural, drawing-based curriculum. Its techniques remove the fear of failure that can block creative expression. As a result, children produce artwork beyond their imagination. KidzArt Palm Beach found that the resulting experience of success, instead of fear of failure, carries over into all areas of life.
- Beginning August 11, 2025, after-school transportation is provided from Greenacres, Liberty Park, Heritage, and Discovery Key elementary schools.
- On Friday August 29, 2025, YP Hosted a Back-to-School STEAM Family Night. Families were able to work together and complete activities from the Cox Science Museum and Nexlore.

TEEN PROGRAMS REPORT

- Approximately fifteen (15) teens concluded Crochet Club facilitated by Mrs. Diaz. It has been a challenging, yet enjoyable experience and teens have been practicing daily to perfect the art of Crocheting.
- During the month of July our teens had the opportunity to participate in an Expanded Learning Opportunity (ELO) with the Cox Science Center and Aquarium called Passport to STEM. This program introduced fundamental STEM concepts in subjects like chemistry, biology, engineering, robotics, computer science and programming, and physical science. Professional STEM educators presented impressive demonstrations featuring liquid nitrogen, electricity, and chemical reactions along with interactive experiences with fossils and biological specimens.
- Beginning August 11, 2025, after-school transportation is provided from L.C. Swain and Okeeheelee middle schools.
- Hot Spot is comprised of the following high schools: John I. Leonard, Suncoast, South Tech, Santaluces, Dr. Joaquin Garcia and Greenacres Christian Academy.