



CITY COUNCIL MEETING

City of Greenacres, Florida

Monday, February 03, 2025 at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

AGENDA

Mayor and City Council

Chuck Shaw, Mayor

Judith Dugo, Deputy Mayor

John Tharp, Councilmember, District I

Peter Noble, Councilmember District II

Susy Diaz, Councilmember, District IV

Paula Bousquet, Councilmember, District V

Administration

Andrea McCue, City Manager

Christy Goddeau, City Attorney

Glen J. Torcivia, City Attorney

Tanya Earley, City Attorney

Quintella Moorer, City Clerk

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

SPECIAL BUSINESS

1. **Presentation:** Discover the Palm Beaches Presentation. - Milton Segarra, President/CEO, Gustav Weibull, Sr. Vice President and Sergio Piedra, Senior Director, Community Engagement and Advocacy.
2. **Proclamations:** Random Acts of Kindness Week, February 14-20, 2025, and Pink Shirt Day, February 26, 2025. - Adam Mohammed, Acting Assistant Director of Youth Programs.

CONSENT AGENDA

3. **Official City Council Meeting Minutes:** City Council Meeting, January 6, 2025. - Quintella L. Moorer, City Clerk.
4. **Resolution 2025-02:** Satisfying certain liens imposed against residential property, pursuant to Section 15-31, City of Greenacres Code. - Teri Beiriger, Director of Finance.

REGULAR AGENDA

5. **Resolution 2025-03:** Authorizing electronic publication of legal advertisements and public notices on Palm Beach County's publicly accessible website; directing annual notices, the creation of a registry, and a link to the County's notice website; authorizing the City Manager to take or direct action necessary to effectuate such electronic publication; providing for severability, conflict, and an effective date. - Tanya Earley, City Attorney.

DISCUSSION ITEM

- 6. Renaming Chickasaw Road. - Councilmember Peter Noble.
- 7. Creative Branding Committee Member - Andrea McCue, City Manager.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

CITY MANAGER'S REPORT

- [8.](#) Community Recreation Services Report.
- [9.](#) Development Neighborhood Services Report.
- [10.](#) Finance Report.
- [11.](#) Fire Rescue Report.
- [12.](#) Information Technology Report.
- [13.](#) Palm Beach County Sheriff's Office, District 16 Report.
- [14.](#) Public Works Report.
- [15.](#) Purchasing Report.
- [16.](#) Youth Programs Report.

CITY ATTORNEY'S REPORT

MAYOR AND CITY COUNCIL REPORT

ADJOURNMENT

Future City Council Meetings

March 3, 2025.

March 17, 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 Moorer at Greenacres City Hall, 5800 Melaleuca Lane, Greenacres, Florida. Phone No. 561-642-2006. Hearing Assistance: If any person wishes to use a Listen Aid Hearing Device, please contact the City Clerk prior to any meeting held in the Council Chambers.



CITY COUNCIL MEETING

City of Greenacres, Florida

Monday, January 06, 2025, at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

MINUTES

Mayor and City Council

Chuck Shaw, Mayor

Judith Dugo, Deputy Mayor

John Tharp, Councilmember, District I

Peter Noble, Councilmember District II

Susy Diaz, Councilmember, District IV

Paula Bousquet, Councilmember, District V

Administration

Andrea McCue, City Manager

Christy Goddeau, City Attorney

Glen J. Torcivia, City Attorney

Tanya Earley, City Attorney

Quintella Moorer, City Clerk

CALL TO ORDER AND ROLL CALL

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

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

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

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

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

None.

SPECIAL BUSINESS

- 1. Presentation:** Legislative update. - The Honorable State Representative Debra Tendrich, District 89.

Representative Tendrich introduced herself to the Council and the public. She provided some contact information and her office location and invited everyone to her upcoming open house. She was happy to be the bridge for the City and the State.

She thanked the Council for allowing her to attend the meeting.

- 2. Presentation:** Outstanding Achievement and Dedication Award for Ms. Delia Campos. - Mayor Shaw.

Councilmember Diaz thanked Mayor Shaw for allowing her to present the award to Ms. Campos.

Ms. Diaz provided a brief description of Ms. Campos dedication and achievements.

Ms. Campos thanked everyone for the award.

Photos were taken.

3. Proclamation: Kashmir Today's 31st Anniversary. - Mr. Sam Zutshi.

Councilmember Tharp read the proclamation by title.

Mr. Zutshi thanked everyone and the Council for the recognition.

Photos were taken.

4. Proclamation: Honoring the Legacy of the Lake Worth Herald Press publications. - Mark and Judy Easton.

Deputy Mayor Dugo read the proclamation by title.

Mr. and Mrs. Easton thanked the Council and the City for their recognition.

Photos were taken.

CONSENT AGENDA

5. Official City Council Meeting Minutes: City Council Meeting, December 16, 2024. - Quintella L. Moorer, City Clerk.

6. Resolution 2025-01: Authorizing Amendment 001 for Fiscal Year 2023-2024 Community Development Block Grant (CDBG) Agreement R2023-1461 for the Phase II Original Section Sewer Project; and providing for an effective date. - Carlos Cedeño, Director of Public Works.

Motion made by Deputy Mayor Dugo, Seconded by Councilmember Tharp to approve the Consent agenda.

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

REGULAR AGENDA

7. Agreement: Funding Agreement for improvements to the western portion of Chickasaw Road. - Tanya Early, City Attorney.

Ms. Earley stated the agreement would provide additional funding towards the improvements of Chickasaw Road and serve the public. The City would receive over \$500,000 under the funding agreement within one year.

8. Agreement: Access and Maintenance Easement Agreement for Chickasaw Road. - Tanya Early, City Attorney.

Ms. Early stated this agreement was a companion to the funding agreement. The agreement will remove reservations Lake Worth Drainage District (LWDD) placed in its quit claim deed to the City for Chickasaw Road. The City believed this would serve the public's purpose.

DISCUSSION ITEM - None.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None.

CITY MANAGER'S REPORT

Ms. McCue reminded everyone of the upcoming events and mentioned due to the holiday the January 20, 2025, Council meeting was cancelled.

CITY ATTORNEY'S REPORT

None.

MAYOR AND CITY COUNCIL REPORT

Councilmember Noble requested a discussion item regarding renaming Chickasaw Road for the next Council Meeting.

ADJOURNMENT

6:35PM.

Chuck Shaw
Mayor

Quintella Moorer, MMC
City Clerk

Date Approved: _____



ITEM SUMMARY

MEETING DATE: February 3, 2025

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

SUBJECT: Resolution No. 2025-02 Release of Liens for Solid Waste Collection

BACKGROUND

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

ANALYSIS

One (1) lien on one (1) solid waste account totaling \$94.47 has been paid in full. The attached Resolution No. 2025-02 releases this one (1) lien on one (1) solid waste account.

FINANCIAL INFORMATION

Lien amounting to \$94.47 has been paid in full and is proposed for release.

LEGAL

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

STAFF RECOMMENDATION

Approval of Resolution No. 2025-02.

RESOLUTION NO. 2025-02**A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, SATISFYING CERTAIN LIENS IMPOSED AGAINST RESIDENTIAL PROPERTY, PURSUANT TO SECTION 15-31, CITY OF GREENACRES CODE.**

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

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

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

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

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

RESOLVED AND ADOPTED on this 3rd of day of February 2025.

Voted:

Chuck Shaw, Mayor

Judith Dugo, Deputy Mayor

Attest:

Voted:

Quintella Moorer, City Clerk

John Tharp, Council Member, *District I*

Voted:

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

Voted:

Susy Diaz, Council Member, *District IV*

Voted:

Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

City of Greenacres Solid Waste Collections
RELEASE OF LIENS Resolution #2025-02

Exhibit A

Item # 4.

Through December 31, 2024

Account Number	PCN	Customer Name	Property Address	Legal Description	Lien #	Lien Amount	Book/Pg	Lien Pd
08303-001	18-42-44-35-18-000-1880	Salaza, Segunda Genara	5412 Sunseeker Blvd, Greenacres, Fl 33463	NAUTICA ISLES WEST PL 2 LT 188	2013-05	\$ 94.47	25834 / 1355	by 12/31/18

1 account

1 lien \$ 94.47



ITEM SUMMARY

MEETING DATE: February 3, 2025
FROM: Tanya Earley, City Attorney's Office
SUBJECT: Ordinance No. 2025-03 – Electronic Publication of Legal Advertisements and Public Notices

BACKGROUND

Florida Law requires municipalities to publish various legal advertisements and public notices.

The City has historically published such notices in the Lake Worth Herald. The cost of publication in the Lake Worth Herald was significantly lower than the cost of publishing notices in other local newspapers. However, the recent closure of the Lake Worth Herald has forced the City to utilize more expensive options for newspaper publication.

Sections 50.011 and 50.0311, Florida Statutes, authorize electronic publication of legal advertisements and public notices via Palm Beach County's designated publicly accessible website, <https://pbcfllegalnotices.com>, if the cost of electronic publication would be less than the cost of publishing in a newspaper.

Staff estimates that the cost of electronic publication will be less than the cost of publishing in a newspaper. Furthermore, staff anticipates that electronic publication will allow for speedier and more efficient publication.

The proposed Resolution authorizes the use of electronic publication in accordance with section 50.0311, Florida Statutes, which requires the creation of a registry for property owners and residents who would like to receive notice by mail or email, an annual newspaper notice advertising the same, and a link to the County's designated website from the City's website.

ANALYSIS

The proposed Resolution is believed to be in the best interests of the City and provides for cost savings and efficiency in publishing legal advertisements and public notices.

FINANCIAL INFORMATION

Electronic advertising is expected to reduce annual advertising costs.

LEGAL

The City Attorney's Office has reviewed the proposed Resolution for legal sufficiency and compliance with the law.

STAFF RECOMMENDATION

Staff is recommending approval of the Resolution.

RESOLUTION No. 2025-03

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING ELECTRONIC PUBLICATION OF LEGAL ADVERTISEMENTS AND PUBLIC NOTICES ON PALM BEACH COUNTY'S PUBLICLY ACCESSIBLE WEBSITE; DIRECTING ANNUAL NOTICES, THE CREATION OF A REGISTRY, AND A LINK TO THE COUNTY'S NOTICE WEBSITE; AUTHORIZING THE CITY MANAGER TO TAKE OR DIRECT ACTION NECESSARY TO EFFECTUATE SUCH ELECTRONIC PUBLICATION; PROVIDING FOR SEVERABILITY, CONFLICT, AND AN EFFECTIVE DATE.

WHEREAS, Florida Law requires municipalities to publish various legal advertisements and notices (collectively "Notices"); and

WHEREAS, the City of Greenacres historically published Notices in the Lake Worth Herald, at a cost that was lower than that offered by other local newspapers; and

WHEREAS, as of December of 2024, the Lake Worth Herald ceased to operate; and

WHEREAS, sections 50.011 and 50.0311, Florida Statutes, allow a municipality to utilize a designated publicly accessible county website provided by the county in which it lies to publish Notices electronically, if the cost of electronic publication would be less than the cost of publishing advertisements in a newspaper; and

WHEREAS, Palm Beach County has launched <https://pbcfllegalnotices.com>, which serves as the designated publicly accessible website for the publication of Notices in accordance with section 50.0311, Florida Statutes (the "Site"); and

WHEREAS, the cost of publishing legally required advertisements and public notices on the Site is anticipated to be less than the cost of publishing advertisements and public notices in a newspaper; and

WHEREAS, the City anticipates that electronic publication will allow for speedier and more efficient publication of Notices; and

Page No. 2

Electronic Publication of Legal Advertisements and Public Notices

WHEREAS, the City Council desires to authorize the electronic publication of Notices on the Site and finds 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 foregoing recitals are incorporated herein by this reference.

Section 2: The City Council hereby authorizes the electronic publication of legal advertisements and notices on Palm Beach County's designated publicly accessible website, in accordance with section 50.0311, Florida Statutes.

Section 3: The appropriate officers of the City shall provide notice at least once a year in a newspaper of general circulation indicating that property owners and residents may receive legally required advertisements and public notices from the City by first-class mail or e-mail if they register with the City.

Section 4: The City shall maintain a registry of those property owners and residents who have registered with the City and requested in writing that they receive legally required advertisements and public notices from the City by first-class mail or email.

Section 5: A link to the City's advertisements and public notices which are published on <https://pbcfllegalnotices.com> shall be conspicuously placed on the City's homepage at <https://greenacresfl.gov>.

Section 6: The City Manager is hereby authorized to take or direct any action necessary to effectuate the aforementioned electronic publication of legal advertisements and notices.

Section 7: If any clause, section, or other part or application of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated, and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

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Electronic Publication of Legal Advertisements and Public Notices

Section 8. All resolutions or parts of resolutions in conflict herewith are to the extent of such conflicts hereby repealed.

Section 9: This Resolution shall become effective upon its adoption.

[Signatures follow on the next page].

RESOLVED AND ADOPTED this 3rd of day of February, 2025

Chuck Shaw, Mayor

Voted:
Judith Dugo, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

Voted:
John Tharp, Council Member *District I*

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

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

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

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



Department Report

MEETING DATE: February 3, 2025
FROM: Michele Thompson, Director, Community & Recreation Services
SUBJECT: Community & Recreation Services Dept. – December Report

ADMINISTRATION

PERFORMANCE MEASUREMENT	THIS PERIOD	FY 2025 TO DATE	FY 2025 BUDGET
No. of Contracts Executed/Renewed	-	-	4
No. of Collaborative Partnerships	5	39	40
No. of Vendor/Independent Contractor Agreements	11	37	55
No. of Educational Scholarship Applications R'cd	1	-	21
No. of Community Events Coordinated	1	1	15
No. of Event Participants	5,000	4,500	42,000
No. of Little Free Libraries (LFL)*/ # Replacement Units / <i>StoryWalk</i> Boards	0/2	0/2	30/2
No. of Business Sponsorships	1	7	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	50	216	800
Pavilions	27	76	520
Center Facility	43	156 ¹	800
Monthly Center Attendance	3,713	10,862	4500

105¹ Additional Free Rentals: **35** Gym: YP/Open Gym; **9** Banquet Hall: ESE/ PBSO; **19** Room 1: OAP; **2** Room 2: Spotlighters, **1** Room 3: AARP; **10** Room 4: ESOL/ESE; **9** Comm. Park: PB Square Dance; **20** Freedom Park: Tai Chi

REVENUE

FACILITY RENTALS REVENUE	THIS PERIOD	FY 2025 TO DATE	FY 2025 PROJECTED
Total Rental Revenue Generated	\$11,302.44	\$41,171.94	\$182,155

ATHLETICS

YOUTH ATHLETICS	THIS PERIOD	FY 2025 TO DATE	FY 2025 PROJECTED
FY25 Co-ed Fall Soccer (10/10/24-12/6/24) • Registration Period 8/1/24 – 9/20/24	2	300	220
FY25 Co-ed Spring Soccer (3/6/25-5/16/25) • Registration Period 1/2/25 – 2/21/25	-	-	280
FY25 Co-ed Winter Basketball (12/2/24-3/7/25) • Registration Period 9/3/24 – 11/2/24	10	157	160
Co-ed Summer Basketball Skills Camp • Camp Week: 7/21/25 – 7/24/25 • Registration Period 5/19/25 – 6/30/25	-	-	40

-

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

OLDER ADULT PROGRAMS

SOCIAL ACTIVITIES	PARTNERS/SPONSORS	NO. OF PARTICIPANTS YTD
Daily Meal Program; Zumba Games/Bingo; Special Events; Educational Sessions Mon.- Fri. (5 x 27)	HealthSun, Firebush; Quantum Medical; Claremedica; Flippany; Sr, Dedicated Med. Ctr.;Humana; Infinity Health Center; PBSO Therapy Dogs; Wellmax Medical; Holiday Luncheon Event	594

FY25 EVENTS & SPONSORSHIPS

Item # 8.

EVENTS	SPONSORS/PARTNERS	FY 2025 EXPENSE	FY 2025 ACTUAL	FY2025 ATTENDEES
Trunk or Treat	PBSO	N/A	N/A	4,500
NNOAC	PBSO	CANCELED	-	
Holiday in the Park (12/14/24)	FL Blue; WM; Renaissance Charter School (Wellington); Rosenthal, Levy, Simon & Sosa; PBSO	\$35,713	\$31,473.66	5,000
Sundae's w/ Santa		\$4,194		
Fiesta de Pueblo (1/11/25)	Executed by Fiesta de Pueblo, Inc.	\$4,115	\$-	
Artzy Eve at City Hall		CANCELED		
Daddy Daughter Dance (2/8/25)		\$5,619	\$-	
Egg'stravaganza (4/19/25)	State Farm – Lily Vasconcelos	\$23,855	\$-	
Rock-n-Roll Sunday/FR Chili Cook-Off (3/2/25)	Coordinated w/ the Nam Knights Motorcycle Club of PBC	\$7,424	\$-	
Ignite the Night (7/4/25)		\$81,219	\$-	
<i>Back2School</i> Supply Distribution (7/25/25)		\$8,159	\$-	
Senior Resource Fair (9/27/25)		\$500	\$-	
Sunday Sounds (9/28/25)		\$5,657		

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



Department Report

MEETING DATE: February 3, 2025
FROM: Denise Malone, AICP, Development & Neighborhood Services Director
SUBJECT: December 1, 2024, through December 31, 2024

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 is currently working with MGO on workflow system mapping.

Planning, GIS & Engineering Division

NEW CASES

TU-2025-0737 – Pine Ridge South III – Flea Market

A temporary use permit request from Lois Cross, on behalf of the Condo Association for a Flea Market with sign event to be held on Saturday, February 01, 2025, from 8:00 AM to 12:00 PM at the Pine Ridge South III, Clubhouse, 300 Knotty Pine Circle (Under staff review).

ZTA-24-11 Timeframe and Procedures

A City-initiated request for a Zoning Text Amendment to enhance several key areas of the City’s Zoning Code, addressing current needs and best practices while aligning with Florida Statutory requirements. This amendment streamlines filing procedures, clarifies review processes, expiration of approvals, and improves standards and criteria for approval that aligns with the goals, objectives, and policies of the Comprehensive Plan. (Tentatively scheduled for the February 13, 2025, PZBA.)

CURRENT PLANNING CASES

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

A request for a Future Land Use map amendment (CPA-23-04) from Residential Medium Density and Commercial to Residential High Density; a Rezoning (ZC-23-02) from Residential Medium Density and Commercial General to Residential High Density; Site and Development Plan (SP-23-06) to construct a Townhouse Development consisting of 60 townhomes with a configuration of 6-unit building

types; and a Variance (BA-23-07) from the minimum side yard setback of 20 ft. between end units and a Master Sign Plan (MSP-24-02). (PZBA approved BA-23-07 on August 8, 2024). The Plat (PLT-24-02) submittal was received on September 30, 2024, comments were provided on October 28, 2024, resubmittal received on December 4, 2024; comments were provided on December 20, 2024, and we are awaiting the resubmittal and applicant's response to comments. The (CPA-23-04), (ZC-23-02) were approved at the October 7, 2024, City Council Meeting. The (SP-23-06), (MSP-24-02), and (PLT-24-02) will be scheduled at a later time, since the plat is under review.

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. Awaiting applicant's response to comments and resubmittal).

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

A request for a Site and Development Plan (SP-99-04C) approval to modify the previously approved site plan and a Special Exception (SE-23-01) to develop a 28,930 sf House of Worship and accessory uses. (Resubmittal received on March 15, 2024, resubmittal comments sent to applicant on April 18, 2024; meeting with applicant was held on May 3, 2024; applicant indicated on October 22, 2024, they are awaiting Access Easement Maintenance Agreement for resubmittal; awaiting applicant's response to comments and resubmittal).

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, awaiting applicant's response to comments and resubmittal).

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

A request for Site and Development Plans (SP-24-01) approval to construct a 2,598 sf one story office building and a two-story townhouse building with three townhouses; a Variance (BA-24-01) from the landscape code requirements for a one-story office building and a two-story townhouse building with three townhouses; and a Master Sign Plan (MSP-24-03); and a Plat (PLT-24-01). (PZBA approved the Variance request (BA-24-01) on August 8, 2024. (The Site and Development Plans and Master Sign Plan were approved by City Council on September 16, 2024. Sufficiency letter was sent for the Plat (PLT-24-01) on September 12, 2024; resubmittal received on October 30, 2024; comments were provided on November 18, 2024, and we are awaiting the resubmittal).

City-initiated Chickasaw and Wry Roads Annexations (ANX-24-01), (CPA-24-05), and ZC-24-05)

Annexation of an enclave located on Chickasaw and Wry Road into the City through an Interlocal Agreement with Palm Beach County. A Future Land Use map amendment and Rezoning for the sixteen parcels that will be annexed into the City will be processed concurrently through the City. The properties are located on the north side of Chickasaw and along Wry Road. (Staff is processing the necessary documentation to provide to Palm Beach County for review/approval as an enclave annexation. On November 20, 2024, the Draft Interlocal Agreement was sent to Palm Beach County for review. On December 16, 2024, Palm Beach County provided comments that are under review by legal and staff. Once completed, the official packet will be sent to PBC for further notice and processing. In addition, per 197.3632, Florida Statutes, subsection (4)(a)(3), and legal's recommendation, a letter will need to be sent to each property owner to be annexed to request their written consent to the solid waste assessment.)

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

A request for Site and Development Plans approval to construct four (4) five-unit townhomes and six (6) four-unit townhomes (total of 44 units). (DRC comments provided on August 20, 2024. On September 20, 2024, staff met with applicant for follow-up to DRC comments. Resubmittal was received on November 14, 2024, with follow-up information, under Staff review and processing. DRC comments sent on December 17, 2024, Awaiting applicant's response to comments and resubmittal.)

Greenacres Bowl – 6126 Lake Worth Road (BA-24-04)

A request for an Administrative Variance to replace the existing concrete slatted wall with an opaque PVC fence and landscaping for an approximately 300ft portion along the southern property line. (Additional information was submitted on December 12, 2024, sufficiency letter sent December 28, 2024. Awaiting applicant's response to comments and resubmittal.)

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

A request for a Site and Development Plan (SP-24-02) to construct a 6,000 sq ft office/retail building with a 798 sq. ft. mezzanine. (Sufficiency letter sent March 11, 2024, resubmittal received September 30, 2024, comments were provided on November 1, 2024. Awaiting applicant's response to comments and resubmittal.)

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

A request for Site and Development Plans (SP-24-04) approval to construct an 882 sq ft two story building with ice cream/raspado shop on the ground floor and one dwelling unit on the second floor. (Awaiting receipt of applicant's response to the sufficiency letter provided on July 5, 2024, ongoing discussions have occurred with applicant regarding the required items. October 2024, continued discussions have occurred with staff and applicant regarding required items. Awaiting receipt of applicant's response.)

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). Staff has been coordinating with Code Enforcement on code enforcement case for work without permit and operating without an approved Special Exception. (DRC comments sent to applicant on June 6, 2024; meeting with applicant held on June 17, November 5, and December 5, 2024; meeting with owner held on December 1, 2024; property owner and applicant no-showed Special Magistrate Hearing held on November 20, 2024; resubmittal received on December 23, 2024; under staff review, staff is actively working with the applicant to finalize their plans and specifications).

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

A request for a Major Site and Development Plan Amendment (SP-84-05I), a Special Exception (SE-24-02) to allow for a Prescribed Pediatric Extended Care (PPEC) center; and a Variance request (BA-24-02) to eliminate the minimum outdoor play area. (Coordinating with Code Enforcement for ongoing code violation related to the use. Initial submittal received on June 27, 2024; sufficiency comments sent to applicant on July 15, 2024; resubmittal received on August 7, 2024; resubmittal comments sent to applicant on August 30, 2024; resubmittal received on September 17, 2024; applicant submitted digital copies of resubmittal on November 12, 2024; under staff review, staff is actively working to finalize their plans and use specifications. December 30, 2024 Completeness comments #3 were provided; and potential Code revisions addressing PPEC use type is under review.)

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, resubmittal, and follow up email sent on December 26, 2024).

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 December 12, 2024; awaiting applicant's response to comments and resubmittal).

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

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

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

A request for a Site and Development Plan (SP-23-01) approval to construct six (6) two-family units (Total of 12 units), and an Administrative Variance (BA-23-04) for a 5-ft reduction from the required rear and side street setbacks. (Awaiting receipt of

applicant's response to DRC comments provided on June 7, 2024; meeting with applicant was held on June 10 and in October of 2024; still awaiting resubmittal).

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

A request for a Site and Development Plan (SP-22-03) for a vacant parcel to construct a 6241 sq ft office totaling 4 bays for flexible office space use. The site is located on the northeast corner of Perry Avenue and 10th Avenue South. The request also includes a variance (BA-23-03) request to reduce the landscape buffer on the eastern side of the site plan from 10 ft to 5 ft. (Resubmittal received on August 21, 2024, DRC was held on September 19, 2024, subsequent meetings and discussions with applicant and design team to include preliminary engineering considerations. DRC comments were provided on, November 7, 2024. Awaiting applicant's response to comments.)

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

A request for a Variance to allow for a fence to be located within the front yard of the House of Worship. (DRC meeting was held on July 18, 2024. Further information is needed for sufficiency to be scheduled for PZBA. Applicant is gathering additional information to substantiate the hardship and demonstrate why a variance is necessary).

Walmart – 6294 Forest Hill Blvd (SP-88-06AA) and (BA-24-03)

A request for a Major Site and Development Plan Amendment (SP-88-06AA) to add 3,370 sq ft and replace 12 designated customer pick-up parking spaces and 33 regular parking spaces with 33 designated customer pick-up parking spaces and a Variance (BA-24-03) to reduce the number of required parking spaces. (Sufficiency comments sent to applicant on December 3, 2024, awaiting applicant's response to comments and resubmittal).

SITE PLAN AMENDMENTS

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. (Sufficiency comments sent to applicant on August 27, 2024; meeting held with applicant on November 19, 2024; resubmittal received on December 17, 2024; under staff review, staff is actively working to finalize their plans and specifications).

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

A request for a Minor Site and Development Plan Amendment and Engineering Permit revision to relocate parking spaces and update ramp to meet ADA. (Awaiting receipt of applicant's response to sufficiency comments provided on June 27, 2024. City Engineer spoke with applicant's team on November 22, 2024, to clarify for final submittal).

Palm Beach Christian Preparatory School – Church in the Palms – 3812 South Jog Road (SP-02-08C)

A request for a Major Site and Development Plan Amendment to establish a private school (Palm Beach Christian Preparatory School) in the Commercial Intensive (CI) zoning district. (Coordinating with Code Enforcement for violation; case was heard at the Special Magistrate Hearing held on November 20, 2024, Code Enforcement requested a Finding of Fact; sufficiency comments sent to applicant on June 10, 2024; awaiting applicant's response to comments, resubmittal, and follow up email sent on August 12, 2024; email sent to Pastor on September 12 and October 8, 2024).

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

A request for a Minor Site and Development Plan Amendment (PCD-84-02DD) to change color of the building awnings. (Awaiting receipt of applicant's response to sufficiency comments provided on August 8, 2024. Follow up email sent on December 26, 2024, by City Staff).

ZONING TEXT AMENDMENTS

ZTA-24-03 Pervious Surface and Driveways

A City-initiated request for a Zoning Text Amendment to provide updated standards for overall impervious coverage on residential lots, ensuring consistency with standards governing lot coverage for residential lots, as well as limits on driveways expansions. (Recommended for approval by the PZBA on April 11, 2024. Additional review and analysis of proposed changes are desired to address certain City neighborhood conditions and ongoing which will result in additional ZTA language changes. Tentatively scheduled for the March 13, 2024, PZBA.)

ZTA-24-07 Parking Regulations and Fences

A City-initiated request for a Zoning Text Amendment pertaining to modifications of Chapter 16 regulations for off-street parking, loading, fences, and outdoor lighting and Chapter 14 regulations for the parking of motor vehicles, boats, and trailers. (Recommended for approval by the PZBA on May 9, 2024. Additional language approved by the PZBA on October 17, 2024. Approved on 2nd Reading at the December 16, 2024, City Council meeting.)

RESIDENTIAL DEVELOPMENT PROJECTS

Blossom Trail (Nash Trail)

Plat application received on July 8, 2022. Plat was approved by City Council on November 18, 2024. Complete application submittal with all outside agency approvals received November 5, 2024. Final Engineering Permit issued, Construction Bond and Contract in place.

Ranchette Road Townhomes

Approved for 74 Townhomes. 73 Certificate of Completion issued to date. Traffic Control Jurisdiction Agreement (TCJA) approved. Approved Construction Bond in place, received August 26, 2021. Reduced Construction Bond received April 20, 2023. (May 2024, Engineering, Zach provided comments regarding outstanding items that need to be repaired to developer. Zach sent a follow-up email on October 11, 2024 to developer to remedy and schedule inspection prior to release of the bond. December 2024

Engineering Civil inspection was completed with contractor. Zoning is working with applicant to address outstanding issues with revising plans to reflect required lake littoral Plantings. Awaiting applicant's resubmittal to address outstanding comments.)

NON-RESIDENTAL DEVELOPMENT PROJECTS

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

The Building Permit and Engineering Permit have been issued. The site is located within the River Bridge Centre on the southwest corner of the intersection of South Jog Road and Forest Hill Boulevard. (Preconstruction meeting held on May 16, 2024. Letter of credit received for civil work which expires February 28, 2025. Staff is monitoring the site work and engineering inspections are being conducted. Staff is in discussion seeking resolve regarding site issues including construction crew damage to the oak trees. Staff met with applicant on-site on October 15, 2024, and is continuing working with applicant on landscape plans to include a combined landscape buffer plan with adjacent IHOP. November through December 2025, Staff has had multiple discussions and coordination with the applicant to resolve pending items. Staff is waiting for Landscape Plan amendment and permit application submittals from applicant. Tentative opening for January 2025.)

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

The building permit and engineering permit expired. New permit applications and outside agency approvals would be required to be submitted in order to obtain development approval. Additionally, Code Enforcement provided a time certain of July 19, 2024, to bring the exterior code maintenance items into compliance. Applicant complied. (Applicant requested a meeting with staff to discuss the site. The meeting was held on September 12, 2024. Awaiting applicant's decision if proceeding. Current expired permits, site maintenance issues, and building items are being addressed through Code Enforcement.)

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

The Special Exception and Site and Development Plans were approved by City Council on December 19, 2022. The Engineering Permit was issued on April 26, 2024. Preconstruction meeting held on April 26, 2024. Letter of credit received for civil work which expires February 28, 2025. (Construction is underway).

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

The Special Exception and Site and Development Plans were approved by City Council on March 6, 2023. The Engineering Permit was applied for in December 2023. Comments were provided on March 12, 2024. Awaiting applicant's response to comments including bond. On September 23, 2024, staff provided a determination of a time extension for the Special Exception which now expires 06/29/2027. A demolition permit for the existing main building on site was approved on December 23, 2024.

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

Application for the Pickleball Club was received on 11/20/2023. The Special Exception and Site and Development Plans were approved by City Council on February 5, 2024,

and Administrative Variance approved on February 26, 2024. Property was under contract with The Pickleball Club. Future unknown.

GIS

Damage Assessment

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

GIS Database

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.

Safe Streets for All (SS4A)

DNS is collecting and processing data for the SS4A Action Plan in accordance with the Interlocal Agreement with Treasure Coast Regional Planning Council. Attending meetings as applicable.

TEMPORARY USE PERMITS

TU-2025-0737– Pine Ridge South III Flea Market – (In Process)

A request from Pine Ridge South III for a “Flea Market” for the community on Saturday February 1, 2025, from 8:00 am to 12:00pm (Under staff review).

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

A request from El Valle Hondu-Mex Restaurant for a “Live Entertainment Permit” for DJs/Karaoke/Live local artists for Friday and Saturdays from 9:00 pm to 1:30 am and for scheduled sports games. Went to September 19, 2024, DRC meeting. (DRC comments provided on October 31, 2024; meeting held with applicant on November 1, 2024; awaiting applicant’s response to comments and resubmittal).

TU-2024-2634 – Walmart Holiday Trailers– (Approved)

A request by Walmart, for a Temporary Use Permit to allow for holiday trailers to be located at 6294 Forest Hill Blvd through February 10, 2025. Went to September 19, 2024, DRC meeting. Provided comments. Fire comments outstanding. Waiting for response by applicant, working closely with Fire and applicant.

TU-2025-0469 – Chick Fil A – 6860 Forest Hill Boulevard (Office Trailer) - (In Process)

A request by Chick Fil A for a temporary office trailer for workspace during construction period. (Under staff review; Staff is actively working with the applicant to finalize their timeline and specifications).

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	0	4
Site Plans	0	0	5
Site Plan Amendments	0	0	10
Variances	0	0	3
Zoning Text Amendments	1	1	3
Master Sign Plan	0	0	2

Inspection Type	Current Period	FY 2025 to Date	FY 2025 Budget
Landscaping	1	8	80
Zoning	0	4	45
Engineering	2	14	75

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

Building Division

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

1) ADMINISTRATION:

- a) Researched and completed Forty-Eight (56) lien searches providing open and/or expired permit information.
- b) Researched and completed Twenty-Two (25) records requests for historical permits.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2025
New Applications Received / Permits Created	169	626
Applications Approved	95	314
Applications Canceled	4	11
Applications Denied	0	1
Applications Reopened	0	3
Permits Issued	149	575
Permits Completed	174	585
Permits Canceled	4	18
Permits Reopened	51	121
Permits Expired	17	50
Inspections Performed	530	1,803
Construction Value of Permits Issued	\$2,566,505.01	\$10,082,816.8
Construction Reinspection Fees	\$1,300.00	\$2,450
Extension/Renewal Fees	\$3,483.04	\$5,232.66
CO's Issued	3	8
CC's Issued	0	0
Temporary CO's Issued	0	0

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	229 Martin Ave	3393	New SFH	2025-0173
El Rey Del Taco	5283 Lake Worth Rd	2,857	Interior Renovation	2025-0488
SFH	145 Walker Ave	2,051	New SFH	2025-0146
Dress 4 Success	6832 Forest Hill Blvd	6174	Interior Renovation	2025-0182

5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Spa Center	3901 S Jog Rd	1240	Interior Renovation	2024-2613
WIC (City Job)	5985 10 th Ave N		Bathroom Renovation	2025-0174
SFH	533 Broward Ave	1,870	New SFH	2024-2848
Duffy's	6848 Forest Hill Blvd	1,530	Interior Remodel	2025-0275
H&R Block	6754 Forest Hill Blvd	1,680	Interior Remodel	2024-1950
Medimore Md	6334 Forest Hill Blvd	1,130	Interior Remodel	2024-2513
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		238	Interior Renovation	2024-0874

	6125 Lake Worth Rd			
Finlay Medical	6803 Lake Worth Rd	1805	Interior Remodel	2024-1237
Aaxon Laundry	3989 S Jog Rd	2633	Interior Renovation	2024-0587
Retro Fitness	4558 Lake Worth Rd	1547	Interior Renovation	2024-0783
Certified Spine	6415 Lake Worth Rd #307	1598	Tenant Improvement	2023-2290
Ministries in Bethel	3950 S 57th Ave	6,939	House of Workship	2021-0365



License Activity Report

Activity Date Range 12/01/24 - 12/31/24
Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Canceled
Contractor Reg - Contractor Registration	Business	33	0	0	12	0	0	0
Exemptions - Exemptions / Non-Profit	Business	0	0	0	0	1	0	0
Food Service - Food Service / Bar / Lounge	Business	2	0	0	0	1	0	0
General Retail - General Retail	Business	2	0	0	0	0	0	0
General Service - General Service	Business	6	0	0	2	2	0	0
General Svc Reg - General Service Registration	Business	9	0	0	5	2	0	0
Home - Home Based Business	Business	6	0	0	6	1	0	0
Professional - Professional	Business	6	0	0	2	0	0	0
Rental Unit - Rental Unit	Business	7	0	0	6	1	0	0
Grand Totals		71	0	0	33	8	0	0

CITY OF GREENACRES
Licensing Revenue Summary Report
 Licensing Revenue Summary Report - Summary
 From Date: 12/01/2024 - To Date: 12/31/2024

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	3		\$382.89	\$0.00	\$382.89
Food Per Seat-Food Per Seat	2		\$190.96	\$0.00	\$190.96
Zoning Review-Zoning Use Review Fees (BTR)	1		\$50.00	\$0.00	\$50.00
Com Inspection-Commercial Inspection	1		\$75.00	\$0.00	\$75.00
License Type Food Service-Food Service / Bar / Lounge Totals	7		\$698.85	\$0.00	\$698.85
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	3		\$488.67	\$0.00	\$488.67
Com Inspection-Commercial Inspection	2		\$150.00	\$0.00	\$150.00
Zoning Review-Zoning Use Review Fees (BTR)	2		\$100.00	\$0.00	\$100.00
License Type General Retail-General Retail Totals	7		\$738.67	\$0.00	\$738.67
License Type: General Service-General Service					
General Service-General Service	31		\$3,748.37	\$0.00	\$3,748.37
Com Inspection-Commercial Inspection	5		\$375.00	\$0.00	\$375.00
Zoning Review-Zoning Use Review Fees (BTR)	5		\$250.00	\$0.00	\$250.00
NSF-NSF	1		\$20.00	\$0.00	\$20.00
Cosmetology-Cosmetology / Barber	1		\$40.61	\$0.00	\$40.61
License Type General Service-General Service Totals	43		\$4,433.98	\$0.00	\$4,433.98
License Type: General Svc Reg-General Service Registration					
General Svc Reg-General Service Registration	7		\$175.00	\$0.00	\$175.00
NSF-NSF	1		\$20.00	\$0.00	\$20.00
License Type General Svc Reg-General Service Registration Totals	8		\$195.00	\$0.00	\$195.00
License Type: Home-Home Based Business					
Home-Home Based Business	32		\$2,846.33	\$0.00	\$2,846.33
Zoning Review-Zoning Use Review Fees (BTR)	6		\$300.00	\$0.00	\$300.00
License Type Home-Home Based Business Totals	38		\$3,146.33	\$0.00	\$3,146.33
License Type: Professional-Professional					
Professional-Professional	11		\$1,342.33	\$0.00	\$1,342.33
Cosmetology-Cosmetology / Barber	11		\$446.71	\$0.00	\$446.71

Zoning Review-Zoning Use Review Fees (BTR)	3		\$150.00	\$0.00	\$150.00
Com Inspection-Commercial Inspection	1		\$75.00	\$0.00	\$75.00
General Service-General Service	3		\$348.66	\$0.00	\$348.66
License Type Professional-Professional Totals	29		\$2,362.70	\$0.00	\$2,362.70
License Type: Rental Unit-Rental Unit					
Rental Unit-Rental Unit	48		\$2,168.42	\$0.00	\$2,168.42
Collection Fee-Collection Fee	3		\$75.00	\$0.00	\$75.00
Delinquent >150-Delinquent Over 150 Days	3		\$300.00	\$0.00	\$300.00
25% Penalty-25% Penalty	2		\$20.30	\$0.00	\$20.30
License Type Rental Unit-Rental Unit Totals	56		\$2,563.72	\$0.00	\$2,563.72

Code Enforcement Division

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

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2025
Inspections Related to Active Code Cases	164	492
New Cases Started	72	138
Cases Complied	42	128
Current Open Cases	263	737
Notices Sent	162	343
Illegal Signs Removed from right-of-way	527	1,467
Inspections Not Related to Active Code Cases	164	492
Complaints Received and Investigated	15	29
Warning Tickets	42	47

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					
FEBRUARY 2025					
MARCH 2025					
APRIL 2025					
MAY 2025					
JUNE 2025					
JULY 2025					
AUGUST 2025					
SEPTEMBER 2025					



Department Report

MEETING DATE: February 3, 2024
FROM: Teri Lea Beiriger, Director of Finance
SUBJECT: Department of Finance Activity Report

DEPARTMENT HIGHLIGHTS

The following report provides activity within the Department of Finance for the reporting period from December 1 through December 31, 2024:

Continued to work on efficiencies to better serve our internal and external customers.

- Participated (won) the Youth Programs' winter holiday door decorating contest.
- Renewed a ladder CD at 4% for 24 months

- General Operations
 - Working on credit card fees, passing the fee through to the user.

- Grants
 - Submitted applications for the following grants:
 - Prime Time Teens (approved)
 - Community Foundation for Palm Beach and Martin Counties 2025



Department Report

MEETING DATE: February 3, 2025

FROM: Brian Fuller, Fire Chief

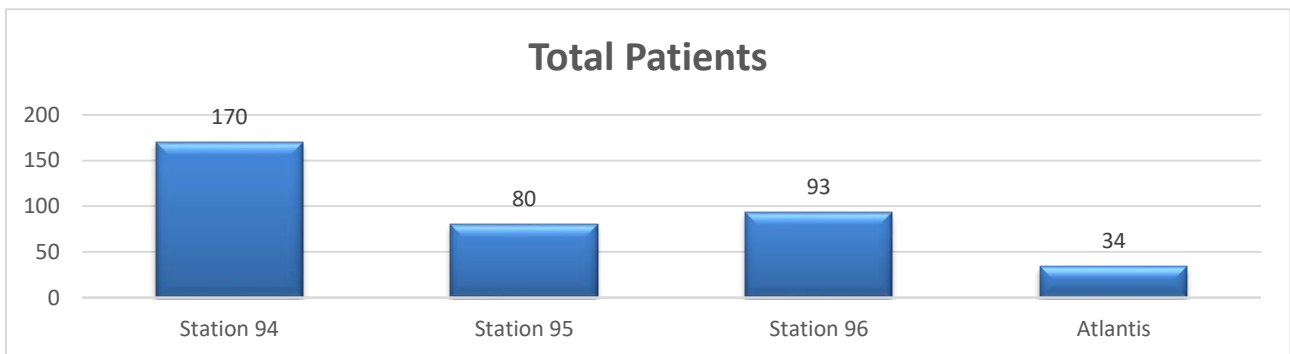
SUBJECT: Fire Rescue December

FR CALLS

CALLS	MONTHLY TOTALS
Total Alarms dispatched in December	563
Average alarms per day	20.11
Total calls this fiscal year	2,034

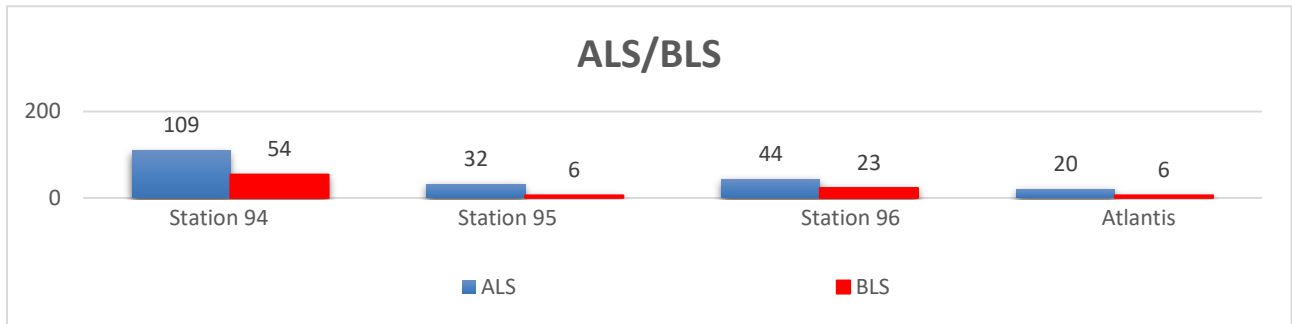
In December 2025, 343 patients were treated for Emergency Medical related services. Of those patients, 34 were in the City of Atlantis. These requests vary from a single unit responding to help an individual who has fallen to the floor, to a cardiac arrest necessitating multiple units, along with a mix of personnel, advanced skills and equipment.

Service Calls, Cancels, and Public Assists totaled 60. 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.



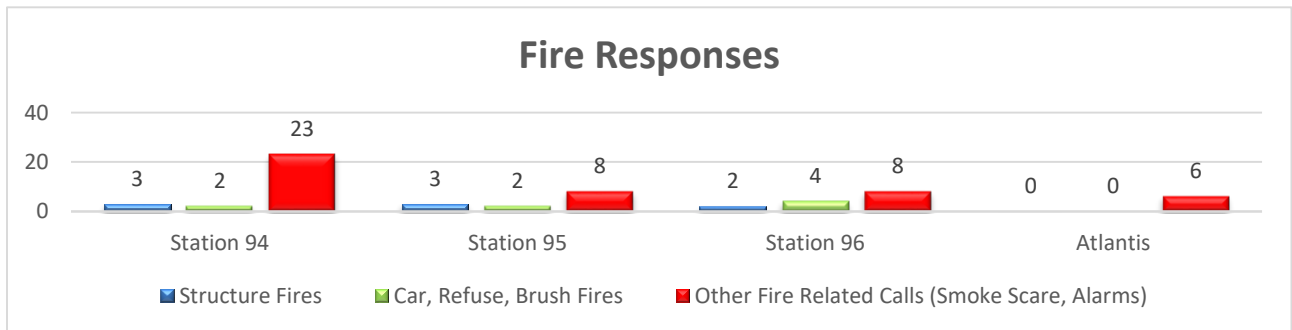
ALS/BLS

Fire Rescue transported 267 patients to a hospital or 77% of the patients we were called to treat. The majority of those (185) 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.

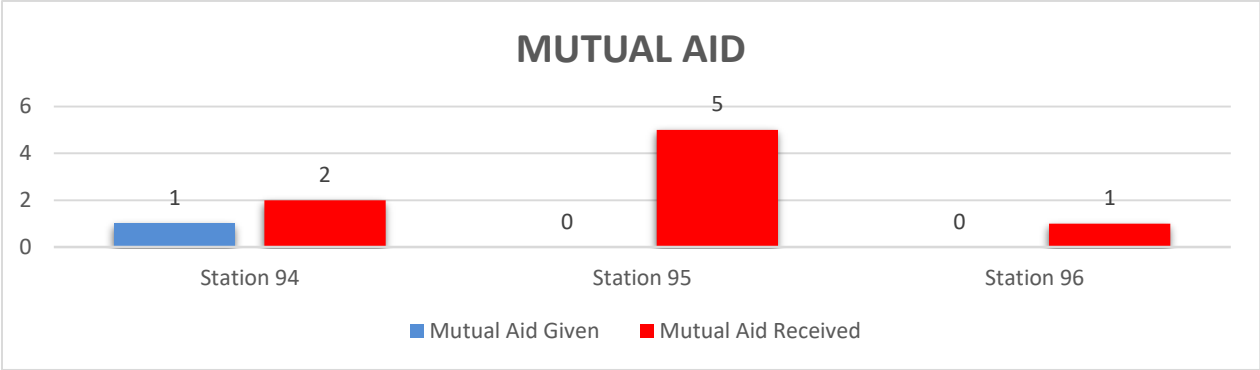


FIRE RESPONSES

Fire Rescue responded to 39 calls for a fire or smoke related emergency. There were eight (8) requiring an escalated response to a car, brush, or refuse fire; eight (8) were in a residential or commercial structure.



MUTUAL AID

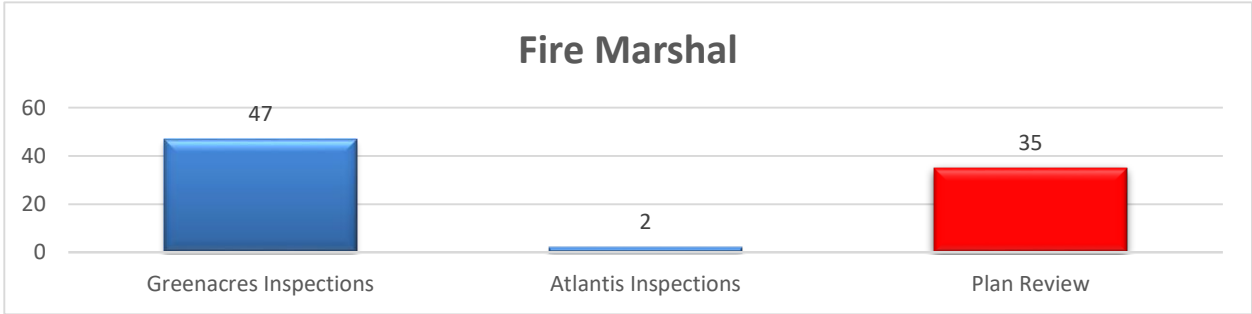


Mutual aid is the sending or receiving of emergency resources (apparatus, personnel) to or from another entity or agency upon request. No community has sufficient resources to handle every emergency of all sizes. Therefore, neighboring agencies work together through a system called Mutual Aid. That system 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	49
Plans Review	35
Dollar Loss due to fire	\$306



SPECIAL SERVICES

Blood Pressure Screenings	0
Presentations, Station Tours/Attendees	2/40
Persons Trained in CPR	0



Department Report

MEETING DATE: February 3, 2025

FROM: Georges Bayard, Director, Information Technology

SUBJECT: Department of Information Technology – December 2024 Activity Report

DEPARTMENT HIGHLIGHTS

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

1. The implementation project for the MyGovernmentOnline software with the Development & Neighborhood Services Department, to manage all Permitting, Planning & Zoning, Code Enforcement and BTR activities. The estimated timeframe is for a staged Go-Live beginning early summer this year.
2. Training for the EasyVote EasyCampaignFinance module is proceeding, to automate the filing and management of the necessary forms for candidate eligibility and campaign finance reporting.
3. Development of several paperless processes is proceeding, with the objective to automate as much as possible the generation of these documents and their storage in the appropriate locations in the Laserfiche document management system.
4. Implementation of Solarwinds Service Desk for the Vehicle Maintenance division of Public Works is proceeding and is expected to go live in February.
5. Monthly KnowBe4 simulated phishing test results:
 - a. **December:** Links clicked: 5; attachments opened: 0; QR codes scanned: 1. Phish-prone users (vulnerable to phishing attacks): 3.31%, up from 2.75% during the previous month's campaign.

While the use of Artificial Intelligence (AI) in current real phishing campaigns significantly increases the effectiveness of attackers' messaging, the overall online behavior of City personnel remains more cautious than the average KnowBe4 customer. Users who take potentially dangerous actions will continue to be assigned remedial training to reinforce the secure handling of emails.

SERVICE DESK REQUESTS

December 2024

DEPARTMENT	CURRENT PERIOD	FY 2025 YTD	FY 2025 BUDGET
Administration	8	23	-
Community & Recreation Services	7	16	-
Development & Neighborhood Svcs.	9	26	-
Finance	2	13	-
Fire Rescue	6	14	-
Information Technology	3	12	-
Public Works	1	9	-
Purchasing	0	1	-
Youth Programs	6	20	-
Total Service Desk Requests	42	134	800

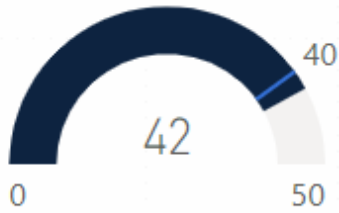
IT Department Monthly Activity Report - December, 2024

Number of Total Tickets

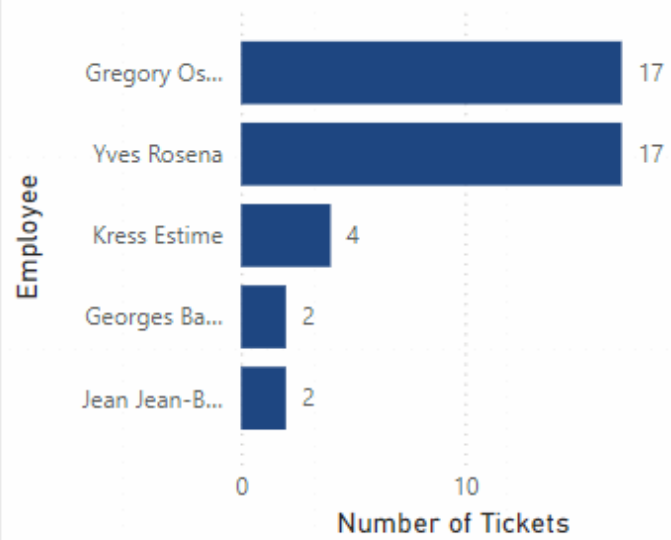
42

Count of Number

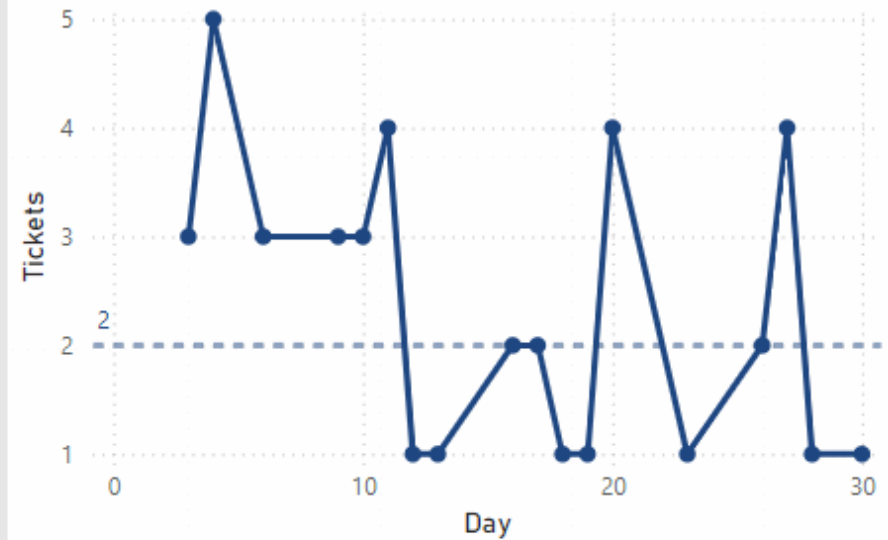
Tickets Resolved



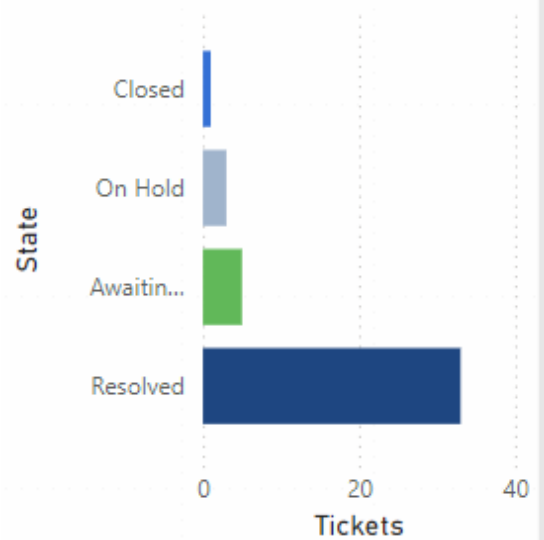
Number of Tickets by Employee



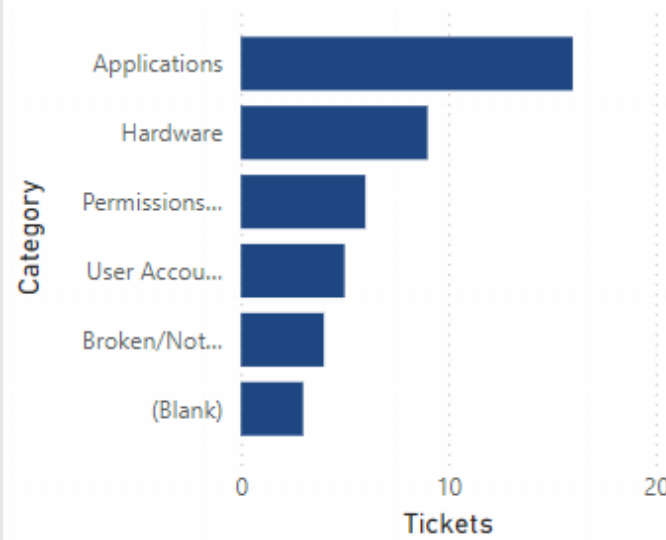
Tickets by Day



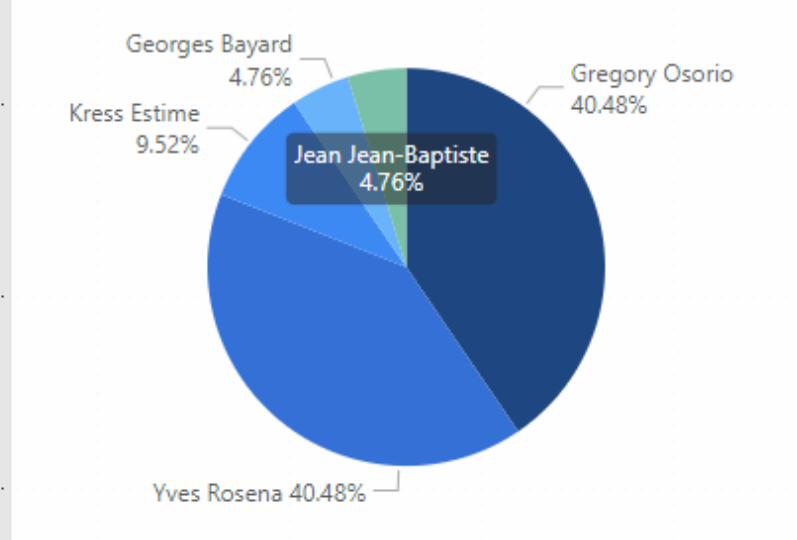
Tickets by State



Tickets by Category



% of Tickets by Employee





Department Report

MEETING DATE: February 2, 2025

FROM: Captain Tristram Moore, PBSO District 16

SUBJECT: PBSO District 16 Report – December 2024

CAD CALLS

CAD CALLS	MONTHLY TOTALS
Business / Residence Checks	1,579
Traffic Stops	347
Calls for Service	1,826
All CAD Calls - Total	3,752
Total Calls for Service – FY 2025 (October 2024 – September 2025)	11,478

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 3,752 generated calls within the District and 51% of these calls were self-initiated.

TRAFFIC ACTIVITY

DISTRICT 16 PERSONNEL	
Total Citations	Total Warnings
227	237

Data Source: CAU / TraCS

COMMUNITY POLICING EVENTS

- 12/02/24: Assisted with the set-up for the funeral of the three fallen PBSO Deputies
- 12/03/24: Assisted with Traffic Operations for the funeral of the three fallen PBSO Deputies
- 12/03/24: Big Brothers Big Sisters Event in Miami
- 12/11/24: Food Distribution at Pickwick Mobile Home Park

- 12/12/24: Shop with a Cop Event
- 12/13/24: Christmas in Greenacres Event
- 12/14/24: Holiday in the Park Event
- 12/16/24: Liberty Park Elementary School Field Day
- 12/17/24: Christmas in Greenacres Event
- 12/18/24: Foster Homes Christmas Operation
- 12/21/24: Pierre Garson Annual Gift Giveaway

STREET CRIMES UNIT

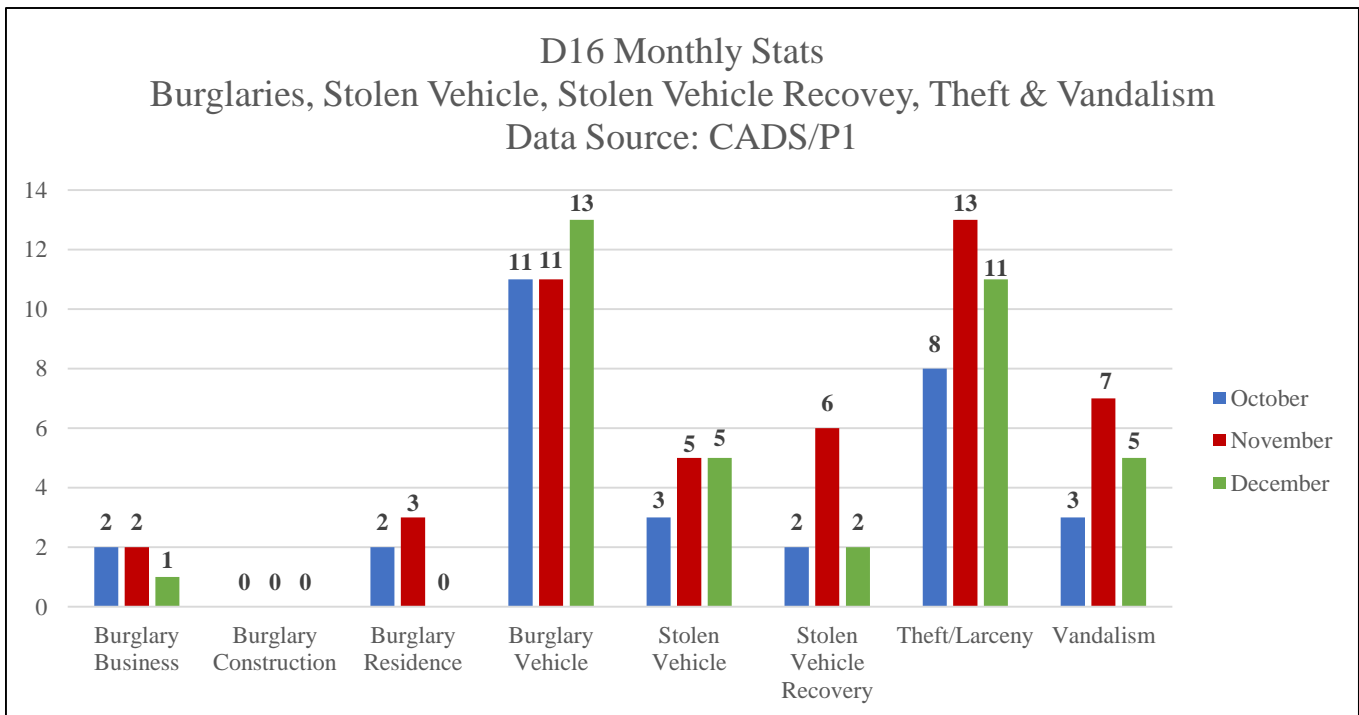
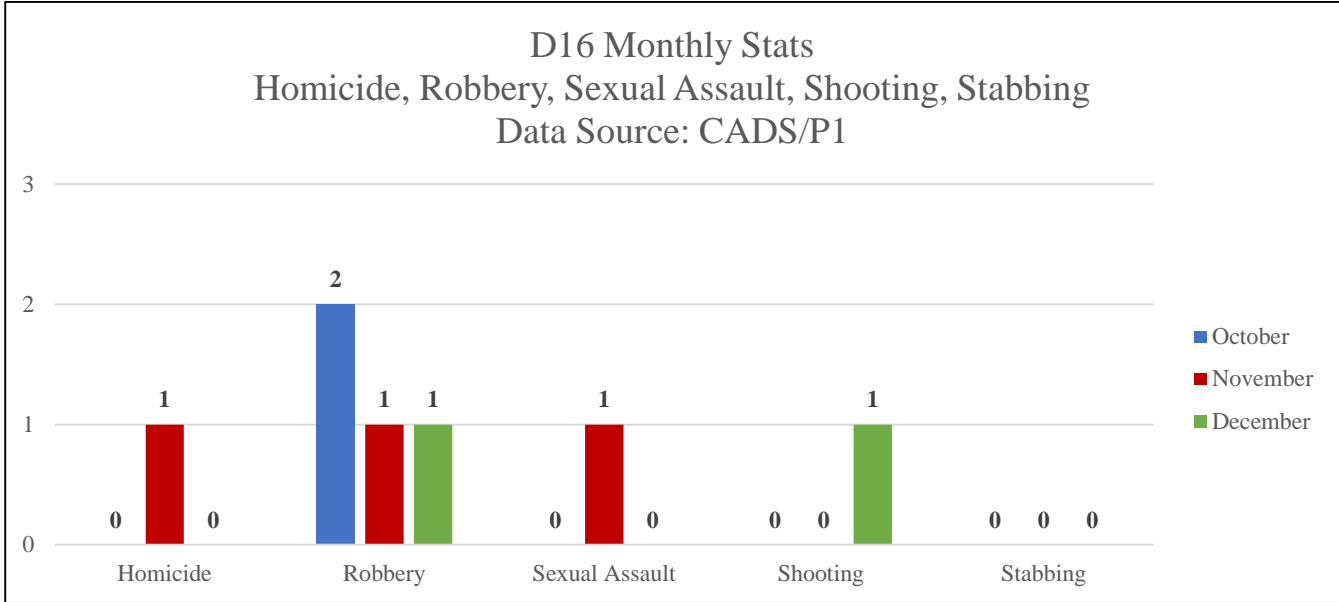
- A vehicle was stolen and was located in the Waterway neighborhood by the District 16 Detective Bureau. The suspects of the theft were located, one suspect was apprehended and the second suspect was identified but pending apprehension. The suspect that was apprehended was charged accordingly.
- The District 16 Street Crimes Unit received probable cause to arrest a suspect for fraud uttering a false bank check and grand theft. The suspect was located and was charged accordingly.
- A DNA Warrant was executed by the District 16 Street Crimes Unit. The suspect was located, however while attempting to execute the warrant, the suspect resisted, and was charged accordingly.

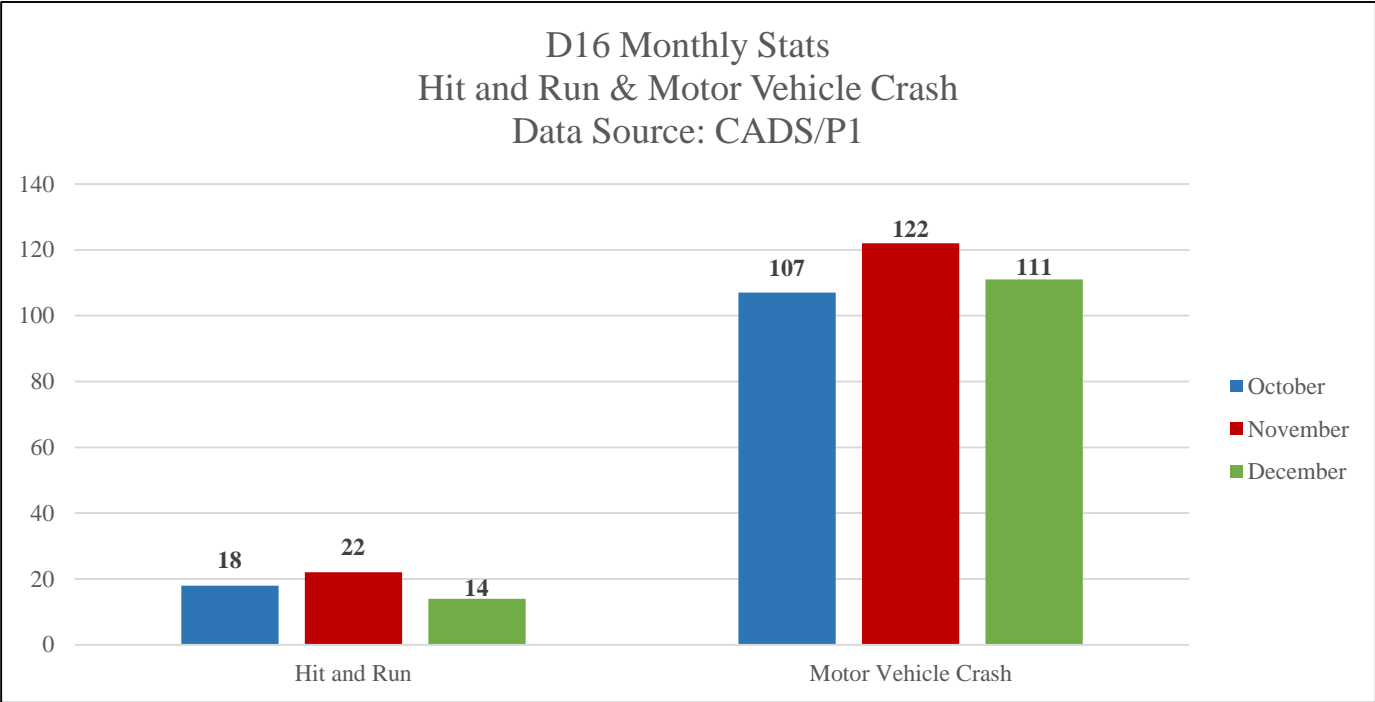
PROPERTY DETECTIVES

- Detectives located a stolen vehicle and worked with the South Florida Task Force to recover it. Upon recovery, two suspects bailed out of the vehicle, one was captured, and the other remained outstanding. Detectives were able to identify the outstanding suspect, probable cause was established, the suspect was located, and provided a full confession. Additionally, during the interview, the suspect confessed to two additional burglaries that occurred in Greenacres within the last few months. All cases were cleared by arrest.
- A victim reported a medical office a check had been intercepted and deposited fraudulently into a personal bank account. The check was modified and deposited into the suspects personal bank account. The suspects bank statement showed the check was deposited, along with several ATM cash withdrawals, immediately following the check clearing. Probable cause was established, the suspect was located, and apprehended by the District 16 Street Crimes Unit. During a post Miranda interview, the suspect provided a full confession and showed Detectives pertinent evidence from within his cell phone where a cell dump warrant was obtained to retrieve the evidence. This case was cleared by arrest.
- A business in the city was the victim of two shoplifting incidents. In both incidents, backpacks, gaming controllers, and headsets were stolen. The suspect was identified, located, and apprehended by the District 16 Street Crimes Unit. 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 DECEMBER 2024 - CASE NUMBER INCIDENTS

LOCATION	CASE NUMBER COUNT
Forest Hill Boulevard / S Jog Road	15
Lake Worth Road / S Jog Road	10
10th Avenue N / S Jog Road	4
S Jog Road / Purdy Lane	4
Lake Worth Road / Sherwood Forest Boulevard	4
S Haverhill Road / Melaleuca Lane	4
S Haverhill Road / Lake Worth Road	4



Department Report

MEETING DATE: February 3, 2025

FROM: Carlos Cedeño, Public Works Director

SUBJECT: Public Works Department Report

DEPARTMENT HIGHLIGHTS

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

1. ADMINISTRATION:

- Director and Construction manager attended CCNA Selection Committee Presentations.
- Coordinated placement of new exercise equipment locations around the Municipal Complex walking path with contractor.
- CIP Project updates:
 - Chickasaw Rd (CIP-233): Final walkthrough completed, pending minor punch list items, final engineering inspections, final LWDD and PBC acceptance.
 - Gladiator Lake (CIP-226): Tree removal is complete. Demolition, excavation and fill are over 50% complete. Overall project is 40% complete.

2. ROADS AND DRAINAGE MAINTENANCE

- Mulched tree circles on all City medians.
- Staff coordinated the addition of roadway striping on the intersection of Wry Rd and Chickasaw Rd to create a 4-Way STOP.
- Asphalt overlay was completed on Woodwind Ct, Piney Ct, and Seven Springs Blvd.
- Installed two (2) LED STOP signs at Chickasaw Rd & Wry Rd as well as replaced stop signs in the area with new decorative black posts.
- Staff assisted with the set up and take down of the Holiday in the Park event.

3. VEHICLE MAINTENANCE

- New Toyota Rav4 Prime Plug in Hybrid vehicle was ordered.
- Monthly inspections were performed on all City buses.
- Supervisor attended EOC planning meeting.

4. BUILDING SERVICES

- Staff met with contractor to replace the ceiling tiles in the Council Chambers and the air ducts cleaned out.
- Staff completed a total of one hundred and two (102) work orders.
- Staff assisted with the set up and take down of the Holiday in the Park event.

5. PARKS MAINTENANCE

- Excavated and prepared the four (4) locations around the Municipal Complex walking path for the installation of new exercise stations.
- Staff assisted with the set up and take down of the Holiday in the Park event.





Department Report

MEETING DATE: February 3, 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 December 1 through December 31.

- a. 24-021 Progressive Design/Build- Emergency Operations Center – This RFQ was advertised on May 29, 2024 and closed on July 1, 2024 with eight (8) proposals received. The Selection Committee met on July 25, 2024, to review, discuss and shortlist the proposals received. Three (3) proposers were shortlisted. On August 6, 2024, the Selection Committee conducted site visits of EOCs completed by each proposer. On August 8, 2024, the Selection Committee met for presentations and the final evaluation. The Selection Committee has recommended awarding the project to Kaufman Lynn Construction, Inc. Legal is currently in the process of drafting the agreement.
- b. 25-001 Continuing Professional Consulting Services (CCNA) – This RFQ for Continuing Professional Consulting Services was advertised on September 1, 2024, and closed on October 3, 2024 with thirty-one (31) companies submitting proposals. The Selection Committee met on November 20, 2024 to review, discuss and shortlist the proposals received. The Selection Committee Meeting met on December 4, 2024 to disclose the short-list tabulation and determine the final number of companies to be short-listed for each discipline. Per the RFQ, the Selection Committee may choose to either have the shortlisted companies present or provide a written response to follow-up questions. The Committee chose to have presentations for the following disciplines: Architectural Design; Civil Engineering; Landscape Architect (Includes Land Planning); and Transportation Engineering. The Committee chose to ask follow up questions for the following disciplines: Construction Engineering and Inspection (CEI) Services; Geo-Technical, Construction Materials Testing and Inspection Services; Structural Engineering Design and Consulting; and Surveying and Mapping Services. The Selection Committee Meeting met on December 20, 2024 to discuss the presentations and decided whether or not to move forward with the final evaluation. The Committee decided to move forward with the final evaluation for Architectural Design; Civil Engineering; and Landscape Architect (Includes Land Planning). The Committee needed further information from the companies that submitted for Transportation Engineering. The Selection Committee will meet at least two more times in January.
- c. Solicitations In Progress – Furniture for New Youth Programs Building and Technology for New Youth Programs Building.

- d. Training – The Director of Purchasing conducted Purchasing 101 training for new employees and those employees interested in refreshing their procurement skills. The session covered topics such as the Procurement Code, Purchasing Procedures, and Purchasing Cards.

DEPARTMENT ACTIVITY

ACTIVITY	CURRENT PERIOD	FY 2025 YTD
Purchase Orders Issued	62	250
Purchase Order Amounts	\$ 1,599,996.71	\$ 31,299,473.25
Solicitations Issued	0	3
Solicitations in Progress	2	-
Central Store Requests	2	10
Contracts Managed	78	78
Purchasing Card Purchases	232	794
Purchasing Card Transactions	\$ 40,591.67	\$ 130,976.82
No. of Training Sessions Conducted	1	1
Towing Revenue	\$ 3,082.00	\$ 9,380.00



Youth Programs Department Monthly Report

MEETING DATE: February 3, 2024

FROM: Jowie Mohammed, Director of Youth Programs

SUBJECT: December 2024 Department Report

PROGRAMMING

- Youth Programs provided daily transportation from the following schools:
 - Elementary: Greenacres, Liberty Park, and Heritage.
 - Middle: L.C. Swain and Okeeheelee.
 - High: John I Leonard (on rainy days).
- Fifteen (15) days of after-school provided.
- Four (4); full days of Winter Camp programming from 7:30a.m. - 5:30p.m., including field trips and (3) meals served daily.

PERFORMANCE MEASUREMENTS

PERFORMANCE MEASUREMENT	AVERAGE THIS PERIOD	FY 2025 TO DATE
# of Participants	60	121
# of Participants in Sierra Club ICO	0	0
# of Licenses Coordinated	1	1
# of MOU's Coordinated	1	1
# of Part.'s in Teen Advisory Council (TAC)	8	8
# of Part.'s in TOP Program	30	30
# of Part.'s in Garden Club	27	27
# of Presidential Volunteer Service Hours	944	10,150

FINANCIAL INFORMATION

GRANTS COORDINATED	AVERAGE THIS PERIOD	FY 2025 TO DATE
Early Learning Coalition	\$24,899.05	\$49,759.83
Parent & Registration Fees	\$12,523.00	\$38,194.00
Youth Services Department SEL Grant	\$7,700.80	\$23,102.40
Textile Funds	\$0.00	\$0.00

C.A.R.E.S REPORT

- On Tuesday December 17th PBSO sponsored 10 youth from Youth Programs to participate in Shop with a Cop. Each student was gifted \$100 to spend on holiday presents and spend time with a police officer. Thank you to Megan Kummerfeld from PBSO for setting this up with YP.
- From December 2nd to December 19th Youth Programs participated in the city-wide door decorating contest where each classroom submitted a winter themed door that the staff and youth worked on. Youth programs completed a total of 6 doors that the kids and staff did amazing work on!
- Throughout the month of December, the CARES Program and the CARES Junior Garden Club continued to get the garden prepared for the upcoming season by planting rows of seeds, watering the garden, weeding, and learning about the importance of butterflies.

TEEN PROGRAMS REPORT

- During our winter camp, the teens in our program actively volunteered with the CROS Ministries Pantry. They worked diligently to sort and pack donated food and essential items that were distributed to families in need within the community. This activity not only provided critical support to the pantry but also gave the teens firsthand experience in community service, teaching them the importance of compassion and addressing food insecurity.
- Our teens demonstrated their creativity and thoughtfulness by crafting personalized Christmas cards for children at Palms West Hospital and residents at Villa Madonna senior living facility. Their goal was to spread holiday cheer and bring smiles to the faces of children undergoing medical care and elderly individuals who may feel isolated during the holidays. This initiative taught the teens the value of small gestures in making a meaningful impact on others' lives.
- The teens in our program partnered with Teen Outreach Program Facilitator, Ms. Tene, to assist in setting up the Winter Wonderland event. They helped with decorating, organizing event materials, and creating a festive environment for attendees. This hands-on experience taught them teamwork, event planning, and the importance of contributing to community celebrations that bring joy to others.
- As part of fostering community and camaraderie among peers, the teens in our program participated in a Secret Santa gift exchange during the holiday season. Each participant thoughtfully selected a gift for another teen in the program, creating an atmosphere of excitement and generosity. This activity not only strengthened their bonds but also encouraged them to practice kindness, thoughtfulness, and the joy of giving.