



**AGENDA
VILLAGE COUNCIL MEETING
VILLAGE HALL COMMUNITY ROOM
226 CYPRESS LANE
FEBRUARY 11, 2016
6:30 P.M.**

COUNCIL

- Mayor Bev Smith
- Vice Mayor Doug Gunther
- Mayor Pro Tem Joni Brinkman
- Council Member Patti Waller
- Council Member Sergio Escalada

ADMINISTRATION

- Village Manager Richard Reade
- Village Attorney Glen Torcivia
- Interim Village Clerk Jane R. Worth

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA

Motion	Second	Vote
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CONSENT AGENDA

(Public Comment on Consent Agenda Items is permissible prior to voting)

1. Minutes of LPA Meeting on January 14, 2016
2. Minutes of Regular Council Meeting on January 14, 2016
Staff: Jane R. Worth, Interim Village Clerk
3. Resolution No. 2016-11 – Final Utility Contract Reconciliation (Close Out) – Florida Mango Road Force Main/PBCWUD Sewer Interconnect Project

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, APPROVING THE FINAL UTILITY CONTRACT RECONCILIATION (CLOSE OUT) TO BID NO. 2014B-002 FOR THE FLORIDA MANGO ROAD FORCE MAIN/PBCWUD SEWER INTERCONNECT PROJECT AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

4. Resolution No. 2016-12 – Auto Truck Parts with Related Auto and Truck Equipment, Accessories, Supplies and Services – Cooperative Purchase – Public Service Department

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AUTHORIZING THE MAYOR, AND/OR HER DESIGNEE, TO EXECUTE A COOPERATIVE PURCHASE CONTRACT WITH GENUINE PARTS COMPANY D/B/A NAPA TO PROVIDE AUTOMOBILE AND TRUCK PARTS; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

5. Resolution No. 2016-13 – Chemical Reagents – Piggyback – Public Service Department (FY 2016 Budget Funded)

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AUTHORIZING THE MAYOR, AND/OR HER DESIGNEE, TO EXECUTE A PIGGYBACK CONTRACT WITH PROFESSIONAL ENVIRONMENTAL AND CONSULTING, LLC, TO PURCHASE CHEMICAL REAGENTS FOR THE VILLAGE WATER TREATMENT PLANTS; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

6. Resolution 2016-14 – Motor and Pump Repair – Piggyback – Public Service Department (FY 2016 Budget Funded)

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AUTHORIZING THE MAYOR, AND/OR HER DESIGNEE, TO EXECUTE A PIGGYBACK CONTRACT WITH TRIPP ELECTRIC MOTORS, INC., FOR THE REPAIR OF MOTORS AND PUMPS FOR THE VILLAGE'S TWO (2) WATER TREATMENT PLANTS AND WASTEWATER COLLECTION SYSTEM; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

7. Resolution 2016-17 – Authorize In-Car Camera Purchase – Village Standard – Police Department (FY 2016 Budget)

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, TO AUTHORIZE THE PURCHASE OF AN ADDITIONAL EIGHT (8) IN-CAR CAMERAS, FROM WATCHGUARD, IN THE AMOUNT OF \$40,000; AND PROVIDING AN EFFECTIVE DATE.

Staff: Tom Ceccarelli, Police Chief

- 8. Proclamation – Crossing Guards Day – February 5, 2016

Motion	Second	Vote
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End of Consent Agenda.....

PUBLIC COMMENT - (Three minute limit)

PUBLIC HEARINGS

- 9. Appointment of Library Director – Suvi Manner
Staff: Richard Reade, Village Manager

Motion	Second	Vote
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- 10. Appointment of Public Works Director – John Rouse
Staff: Richard Reade, Village Manager

Motion	Second	Vote
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- 11. Resolution 2016-18 – Approval of Employee Benefits – Cigna

A RESOLUTION OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH CIGNA NEGOTIATED BY THE VILLAGE’S AGENT OF RECORD, THE GEHRING GROUP, INC; AND PROVIDING AN EFFECTIVE DATE.

Staff: Richard Reade, Village Manager

Motion	Second	Vote
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- 12. Resolution 2016-10 – Site Plan (SPR16-01) and Special Exception (PSSE-16-01)
Legend Plaza – 1696 South Military Trail

RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, (APPROVING/DENYING), WITH CONDITIONS, FOR SITE PLAN (SPR16-01) SUBMITTED BY VIJAY KUMAR, AND CONCURRENTLY

REQUESTING A SPECIAL EXCEPTION USE (PSSE16-01) FOR CONSTRUCTION OF A 7,255 SQUARE FOOT COMMERCIAL BUILDING, TO CONSIST OF THREE (3) TENANT SPACE THAT INCLUDE A 2,141 SQUARE FOOT RESTAURANT FOR THE PROPERTY LOCATED AT 1696 S. MILITARY TRAIL; AND ESTABLISHING AN EFFECTIVE DATE.

Staff: Kim Glas-Castro, Land Development Director

Motion	Second	Vote
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- 13. Resolution 2016-15 – Preliminary Plat – Kingswood Academy – 4137 South Congress Avenue

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, APPROVING THE PRELIMINARY PLAT KINGSWOOD ACADEMY, SUBMITTED BY DAMIAN BRINK, AGENT FOR THE OWNERS AND OPERATORS, LOCATED AT 4137 SOUTH CONGRESS AVENUE; AND PROVIDING AN EFFECTIVE DATE.

Staff: Kim Glas-Castro, Land Development Director

Motion	Second	Vote
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- 14. Ordinance 2016-01– Village Code Amendment – Definition of Family (First Reading)

AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING THE VILLAGE CODE OF ORDINANCES BY AMENDING CHAPTER 1 “GENERAL PROVISIONS”, SECTION 1-2, “DEFINITIONS AND RULES OF CONSTRUCTION”; AMENDING CHAPTER 10, “BUILDINGS AND BUILDING REGULATIONS”, ARTICLE I, “IN GENERAL”, SECTION 10-5, “OCCUPANCY LIMITATIONS”; AND AMENDING CHAPTER 34, “LAND DEVELOPMENT”, ARTICLE VI, “LAND USE”, DIVISION 7, “SUPPLEMENTAL DISTRICT REGULATIONS”, SUBDIVISION I, “IN GENERAL”, SECTION 34-888, “CONFORMANCE WITH DEFINITION REQUIRED; USE OF PROPERTY FOR CONVENTIONS, SEMINARS, ETC.” TO CLARIFY THE DEFINITION OF FAMILY AND ITS APPLICATION; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

Staff: Kim Glas-Castro, Land Development Director

Motion	Second	Vote
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- 15. Ordinance No. 2016-02 – Village Code Amendment – Temporary Signs (First Reading)

AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 34 “LAND DEVELOPMENT”, ARTICLE IV “SIGNS”, DIVISION 1 “GENERALLY”, SECTION 34-262 “PROHIBITED SIGNS”; AMENDING DIVISION 2 “PERMITS”, SECTION 34-291 “REQUIRED; EXEMPTIONS”; AMENDING DIVISION 3 “SPECIFICATIONS”, BY DELETING SECTION 34-324 “TEMPORARY SIGNS AND BANNERS” AND ENACTING A NEW SECTION 34-324 “TEMPORARY SIGNS” TO MODIFY ITS SIGN CODE IN ORDER TO COMPLY WITH THE RECENT SUPREME COURT DECISION; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.

Staff: Kim Glas-Castro, Land Development Director

Motion	Second	Vote
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- 16. Ordinance No. 2016-03 – Village Code Amendment – Reasonable Accommodation (First Reading)

AN ORDINANCE OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING THE VILLAGE CODE OF ORDINANCES BY AMENDING CHAPTER 10 “BUILDINGS AND BUILDING REGULATIONS”, ARTICLE I “IN GENERAL”, SECTION 10-28, “REASONABLE ACCOMMODATION PROCEDURES”, TO DELETE THE REQUIREMENT TO PROVIDE COPIES OF LEASES AND TO PROVIDE FOR AN EXPIRATION DATE OF THE REASONABLE ACCOMMODATION APPROVAL; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

Staff: Kim Glas-Castro, Land Development Director

Motion	Second	Vote
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- 17. Congress Avenue Corridor Study - Phase 1 - Existing Characteristics Analysis & Benefits/Risks Assessment

Staff: Kim Glas-Castro, Land Development Director

ACTIONS AND REPORTS

VILLAGE MANAGER COMMENTS

VILLAGE COUNCIL COMMENTS

ADJOURNMENT

**NEXT REGULAR COUNCIL MEETING
MARCH 10, 2016 AT 6:30 P.M.**

If a person decides to appeal any decision made by this Council with respect to any matter considered at this meeting, he will need a record of the proceeding, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons who need an accommodation in order to attend or participate in this meeting should contact the Village Clerk at 965-4010 at least 3 days prior to the meeting in order to request such assistance.



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Public Service

ITEM #3: Resolution No. 2016-11 – Final Utility Contract Reconciliation (Close Out) – Florida Mango Road Force Main/PBCWUD Sewer Interconnect Project

SUMMARY: On June 12, 2014, the Council awarded AKA Services Bid No. 2014B-002 for the installation of the Florida Mango Road Force Main/PBCWUD Sewer Interconnect in the amount of \$706,147.50. On July 9, 2015, the Council authorized a Change Order in the amount of \$46,931.14 (Change Order No. 1), thus, increasing the contract amount to \$753,078.64. On December 10, 2015, the Council authorized a second Change Order in the amount of \$4,000 (Change Order No. 2), thus, increasing the final contract amount to \$757,078.64.

The final reconciliation (close out) for the awarded contract is as follows:

Original Contract Amount	\$706,147.50
Add: Change Order No. 1	<u>\$ 46,931.14</u>
Revised Contract Amount	\$753,078.64
Add: Change Order No. 2	<u>\$ 4,000.00</u>
Final (Revised) Contract Amount	\$757,078.64

Note: The awarded original contract provided a \$50,000 miscellaneous work allowance that was expended in conjunction with Change Order No. 1 (as explained in the attached letter of recommended adjustments provided by Eckler Engineering). Additionally, the total contract time was amended by 165 days within Change Order No. 1 and an additional 119 days within Change Order No.2, thus, increasing the total contract time from 210 days to 494 days.

FISCAL IMPACT:

Funding to support the awarded contract was provided within the Water and Sewer Enterprise Fund.

ATTACHMENTS:

1. Proposed Resolution No.2016-11
2. Letter of recommended adjustments for Florida Mango Road Force Main/PBCUWD Sewer Interconnect Project – Eckler Engineering



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Public Service

ITEM #4: Resolution No.2016-12 – Auto & Truck Parts, Equipment, Accessories, Supplies & Services – Cooperative Purchasing – Public Service Department (FY 2016 Budget Funded)

SUMMARY: The Public Service Department has a need to select a vendor to provide automobile and truck parts to service the Village's fleet of vehicles. To ensure the lowest possible price, staff is recommending that the Village utilize the National Joint Powers Alliance (NJPA) contract award to NAPA - Genuine Parts Company. This selection by the National Joint Powers Alliance (NJPA) was completed through a competitive selection process – Auto and Truck Parts with Related Auto and Truck Equipment, Accessories, Supplies, and Services, Purchase and Delivery, Term Contract (RFP #031212) – April 12, 2011.

If approved, the Village would accept NAPA - Genuine Parts Company's pricing by utilizing the National Joint Powers Alliance (NJPA) contract including all terms, conditions, and pricing therein. The term of the contract is set to expire on April 12, 2017.

Note: The Village is an official member of the NJPA (Member #85582) and we are eligible to join members across the United States to combine our purchasing needs within the Cooperative to receive the best (lowest) purchasing prices possible. As a result of our membership and participating under this contract, we are expecting to realize a significant cost savings annually.

Ten sample pages of the proposed auto and truck parts costs/prices are provided with the attached documentation. The entire one thousand seventy-three (1,073) page vendor submittal that includes the price list is available to be viewed (electronically) within the Village Clerk's Office.

As cited under the Village Purchasing Code, Section 58-8. Cooperative Purchasing., the Village may participate in, sponsor, conduct, or administer a cooperative purchasing agreement for purchasing. Such cooperative purchasing may include, but is not limited to, joint or multi-party contracts between government entities. Purchases through a cooperative purchasing agreement are exempt from the competitive selection purchase requirements set forth in this Purchasing Code.

The Village has worked with the proposed vendor previously and has provided excellent service and a quality product.

FISCAL IMPACT:

Funds for Resolution No. 2016-12 have been budgeted as Vehicle Repairs & Maintenance within the various Village departments in the FY2016 Budget.

ATTACHMENTS:

1. Proposed Resolution No. 2016-12 – Cooperative Contract – NAPA - Genuine Parts Company
2. National Joint Powers Alliance (NJPA) Member Certificate
3. NJPA – Auto and Truck Parts With Related Auto and Truck Equipment, Accessories, Supplies, and Services (RFP No. 031212)
4. NJPA - Proposal Offering and Acceptance and Award (Agreement)
Note: The entire one thousand seventy-three (1,073) page vendor submittal that includes the price list is available to be viewed (electronically) within the Village Clerk's Office



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Public Service

ITEM #5: Resolution No. 2016-13 - Chemical Reagents – Piggyback - Public Service Department (FY 2016 Budget Funded)

SUMMARY: The Public Service Department, throughout the year, has a need to purchase chemical reagents needed by the Village's two (2) Water Treatment Plants for water sample testing. Water samples are collected and analyzed throughout the water treatment process and the distribution system to ensure the highest quality of water to our customers.

To ensure the lowest possible price, staff is recommending that the Village piggyback off the current Town of Davie contract awarded to Professional Environmental and Consulting, LLC. This selection by the Town of Davie was completed through a competitive selection process – Chemical Reagents for Water Sample Testing - Southeast Florida Governmental Purchasing Cooperative Group (Bid No.B-14-57) – July 30, 2014.

Note: The proposed piggyback contract was completed as part of The Southeast Florida Governmental Purchasing Cooperative (Co-Op). The intent is to bring member cities together and combine their purchasing needs within the Co-Op (which the Village is now a member) to receive the best (lowest) price possible. As a result of our membership within the Co-Op, we are now able to piggyback on this contract and we are projecting that this contract will result in savings of approximately \$5,000 annually.

If approved, the Village would accept Professional Environmental Testing and Consulting, LLC's pricing by piggybacking the Town of Davie's (Southeast Florida Co-Op) contract including all terms, conditions and pricing therein. The term of the contract is set to expire on August 20, 2016. Additionally, the award provides for two renewal options for two (2) years each.

As cited under the Village Purchasing Code, Section 58-9. Accessing contracts of other government agencies, the Village may award a contract by piggy-backing or accessing the goods and/or services from any State of Florida contract; contracts of any Florida political subdivision; or from any other governmental entity (other than the Federal government); provided that the same or substantially similar goods and/or services were competitively solicited.

The Village has not worked with the proposed vendor; however, staff has received a positive reference from the Town of Davie.

FISCAL IMPACT:

Funding for Resolution No. 2016-13 has been budgeted as Chemicals within the FY 2016 Water & Sewer Enterprise Fund.

ATTACHMENTS:

1. Proposed Resolution No. 2016-13 - Piggyback Contract – Professional Environmental Testing and Consulting, LLC
2. Approval to Piggyback letter – Professional Environmental Testing and Consulting
3. Town of Davie - Chemical Reagents for Southeast Florida Governmental Purchasing Cooperative Group (Bid No.B-14-57)
4. Town of Davie – Award Letter and Resolution (No. R-2014-132)



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Public Services

ITEM #6: Resolution No. 2016-14 – Motor and Pump Repair – Piggyback – Public Service Department (FY 2016 Budget Funded)

SUMMARY: The Public Service Department has a need to select a vendor to assist in the repair of motors and pumps throughout the Village's two (2) Water Treatment Plants and Wastewater Collection System (i.e., high service pumps to deliver drinking water to our customers and lift station pumps to pump sewage).

To ensure the lowest possible price, staff is recommending that the Village piggyback off the current Martin County Contract awarded to Tripp Electric Motors, Inc. This selection by Martin County was completed through a competitive selection process – Motor and Pump Repair (RFB No. 2015-2780) - March 24, 2015.

If approved, the Village would accept Tripp Electric Motors, Inc.'s pricing by piggybacking the Martin County Contract including all terms, conditions and pricing therein. The term of the contract is set to expire on April 15, 2018. Additionally, the award provides for two renewal options for one (1) year each.

As cited under the Village Purchasing Code, Section 58-9. Accessing contracts of other government agencies, the Village may award a contract by piggy-backing or accessing the goods and/or services from any State of Florida contract; contracts of any Florida political subdivision; or from any other governmental entity (other than the Federal government); provided that the same or substantially similar goods and/or services were competitively solicited.

The Village has worked with the proposed vendor previously and has provided excellent service and a quality product.

FISCAL IMPACT:

Funds for Resolution No. 2016-14 have been budgeted as Repair and Maintenance within the FY 2016 Water and Sewer Enterprise Fund.

ATTACHMENTS:

1. Proposed Resolution No. 2016-14 - Piggyback Contract – Tripp Electric Motors
2. Approval to Piggyback Letter – Tripp Electric Motors, Inc.

3. Martin County – Motor and Pump Repair (RFB No. 2015-2780)
4. Martin County – Award Agreement



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Police Department

ITEM #7: Authorize In-Car Camera Purchase – Village Standard - Police Department (FY 2016 Budget)

SUMMARY: Within the FY 2016 budget, the Village Council approved \$40,000 to be used for the purchase of additional in-car camera systems for police vehicles. Thus, approval is requested to spend \$40,000 in budgeted funding to purchase eight (8) in-car camera systems.

WatchGuard has provided a letter outlining the proprietary nature of this system that would make the hardware/software available directly (only) from the company. Additionally, the Village currently utilizes a WatchGuard Digital In-Car Video system and would be required to replace all existing cameras if the Village utilized a different vendor is selected. As a result, it is recommended to make this purchase under the Village Standard provision within the Village's purchasing code:

Sec. 58-10. Village Standard.

Where the village has determined that a particular style, brand, make, or model is the only type that meets the village's requirements for performance, consistency, compatibility or other salient characteristics, and such determination has resulted in there being only one source available to the village, the village may acquire or contract for such goods without utilizing the competitive selection purchase requirements.

FISCAL IMPACT:

The cost of this purchase is \$40,000. The funds for this expenditure are available and have been planned for through the police department's FY 2016 operating budget.

ATTACHMENTS:

1. Equipment and Installation Quote
2. Purchase Order
3. Sole Source Letter outlining proprietary nature of Watchdog Digital In-Car Video system

Office of the Mayor

Village of Palm Springs, Florida

Proclamation

WHEREAS, the Village of Palm Springs would like to join with the State of Florida and designate February 5, 2016, as "Crossing Guard Appreciation Day"; and

WHEREAS, every school day, thousands of dedicated crossing guards assist our children across busy streets as they arrive and depart from school; and

WHEREAS, the Village of Palm Springs places top priority on child safety issues, and realize that awareness and education play a critical role in ensuring the safety of all involved in the school commute; and

WHEREAS, Crossing Guards provide an invaluable service to our community, yet they receive very little compensation and recognition for their tireless efforts; and

WHEREAS, the Village of Palm Springs urges all citizens to use due care when involved in the school commute, and to acknowledge and express gratitude to their local school guards for the invaluable service they provide to the community.

NOW, THEREFORE, I, BEV SMITH, Mayor of the Village of Palm Springs, Florida, do hereby proclaim February 5, 2016 as

"Crossing Guard Appreciation Day in Palm Springs"



*In witness whereof I have hereunto set my hand
and caused the seal of this city to be affixed*

Mayor _____

Date February 11, 2016



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Village Manager's Office

ITEM#9: Appointment of Library Director – Suvi Manner

SUMMARY: I am requesting that the Village Council approve the appointment of Suvi Manner as the Library Director.

Ms. Manner is extremely well qualified to serve in this position and maintains more than eleven (11) years of library experience, with the last nine (9) years in local government libraries (Broward County and Palm Beach County). During her tenure in local government, she has served as a youth services librarian, head of reference, assistant branch manager and branch manager. Ms. Manner also maintains twenty (20) years of professional experience working with multi-cultural communities. She has served as a youth leader of a local Spanish speaking church and as an English for Speakers of other Languages (ESOL) Coordinator within our local school system. Ms. Manner spent her early childhood years in Finland and is fluent in Finnish. She is an active member within the local Finnish community.

Ms. Manner is local area resident who attended Lake Worth High School and then went on to earn a Bachelors of Arts (BA) degree with a concentration in Political Science and Education, and two (2) Master of Arts (MA) degrees, one with a focus on Multi-cultural Issues from Florida Atlantic University and the second one in Library and Information Science from University of South Florida. Additionally, she has completed the required course of study for a Certificate in Leadership and Management in Florida Library Leaders and Managers from Florida State University (FSU).

I believe that Suvi maintains all of the abilities, skills, credentials, education and knowledge to lead our Library to the next level with a focus on customer service. Additionally, I believe that Ms. Manner will maintain the Library as "community library" that offers the most current resources while serving as a place for our community to come together and meet. She will be a significant asset to the Village team.

I recommend approval to appoint Ms. Suvi Manner as the Village's Library Director.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Village Manager's Office

ITEM#10: Appointment of Public Service Director – John Rouse

SUMMARY: I am requesting that the Village Council approve the appointment of John Rouse as the Village's Public Service Director.

Mr. Rouse is extremely well qualified to serve in this position and maintains over twenty-five (25) years of municipal utilities experience. Mr. Rouse was first hired by the Village as Water Plant Trainee in December 1990 and has worked his way up the department by serving as an Assistant Chief Operator (February 17, 1999 to October 26, 2011) and as the Assistant Director since October 2011.

Since July 2015, John has served as the Village's Interim Public Service Director and has accomplished numerous goals/tasks, including implementing new departmental purchasing requirements and assisted in selecting vendors (in accordance with the purchasing code) that have resulted in significant savings for the Village. Additionally, he has increased safety awareness and training, preventative maintenance procedures, proper procurement of numerous large expenditure items, establishment of a written work order system (an electronic system is being implemented), implementation of organizational staff changes and a continuation/completion of large utility projects.

Mr. Rouse has earned a Bachelors of Arts (BA) with a concentration in Economics from Florida Atlantic University. Additionally, he maintains his Class A Water License from the State of Florida since 1994.

I believe that John maintains all of the abilities, skills, credentials, education and knowledge to lead our Public Service Department to the next level with a major focus on economic development/redevelopment and customer service. He will be a significant asset to the Village team.

I recommend approval to appoint Mr. John Rouse as the Village's Public Service Department Director.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Village Manager's Office

ITEM #11: Resolution 2016-18 - Approval of Employee Benefits - Cigna

SUMMARY: Historically, the Village has gone out to the insurance marketplace each year to request proposals; however, this practice does not always result in the lowest annual premium. Insurance carriers request historical information on prospective clients and carrier longevity, sometimes resulting in responses that are under-rated and overly aggressive, which may result in large premium increases in future years. Alternatively, the Gehring Group, the Village's Broker, strongly suggested that by negotiating with our current carrier (rather than going out to bid) for this upcoming plan year would provide the Village with following benefits:

1. Enable Gehring to utilize its expertise and experience to negotiate successfully (i.e., lower total annual increase) with our current carrier
2. Consistency with a single carrier will assist with current and future premium pricing
3. Maintaining the current carrier would significantly reduce the education and coverage related issues/open enrollment workload associated with changing to another company
4. Provide the highest level of employee benefits that contributes to the Village's goal of remaining an excellent place to work

As a result, the Gehring Group began negotiating directly with our current carrier, Cigna, which provided a very successful benefit for the Village. This process is provided within the Village's Procurement Code under Sec. 58-2. Exempt Purchases.

After review of the final negotiation options, staff recommends that the Village remain with Cigna and enter into a one (1) year agreement, beginning April 1, 2016 and ending March 31, 2017, for both medical and dental benefits. The proposed annual premium increase is 8.5% for medical and dental. The proposed annual premiums increase is included within the approved FY 2016 budget.

Note: The Gehring Group has estimated that the Federal Government's Affordable Health Care Act resulted in 3% of the Village's 8.5% increase in our new premium rates, even before considering our previous claims history.

The proposed Employee Benefits for the upcoming plan year will remain, for the most part, the same. A brief summary of each plan and proposed changes are outlined below:

Health Insurance:

- . Health insurance benefits will essentially remain the same without significant cost shifting to the employees (i.e., annual deductibles and co-pays for doctor office visits, specialists, diagnostic services will all remain the same)
- . Emergency Room co-pay will increase by \$100/visit, which will be waived if admitted
- . Current Pharmacy co-pays (Tiers 1, 2 & 3) will remain the same. A 4th Tier will be added to cover specialty medications (co-pay is 20% of price or max. \$150)
- . A modest increase of \$1 per week is proposed for employee and dependent premium coverage to assist with covering the proposed annual premium increase
- . Annual employee health and wellness program funding is proposed to increase

Dental:

- . No changes to the plan

Basic Life with AD&D:

- . No changes to the plan
- . Cigna has committed to a twenty-four (24) month rate guarantee

Vision (Voluntary):

- . No changes to the plan

Supplemental (Voluntary) Products:

- . These products will remain the same at this time

New Benefits:

- . TeleDoc is proposed to be extended to all covered employees and their covered dependents and provides access to a state licensed physician 24 hours a day/365 days of the year by phone and video consults without a co-pay as opposed to more expensive care options (i.e., emergency room visits and urgent care centers). Physicians have the ability to recommend treatment, electronically submit prescription medications or refer to specialists. An electronic health record is then provided to the member and the member's primary care physician. There is no co-pay for this service, thus, reducing the Village's claims for emergency room and urgent care visits. The total annual projected cost for this new benefit is \$5,500.
- . BenTek is an online benefits enrollment and administration system that streamlines the enrollment process. Employees will be able to easily and securely access the Employee Benefits Center and enroll from the convenience of their home, eliminating the traditional paperwork. BenTek also will allow the Village to generate numerous reports and utilize audit features to maintain the integrity of data between our payroll system and BenTek. With the implementation of BenTek, we will greatly enhance the employee enrollment experience as well as relieve the significant administrative burden of paperwork and manually tracking reports that our staff is responsible for each year during open enrollment.

If approved, enrollment meetings will begin in early March as the new plan year begins on April 1st.

FISCAL IMPACT:

The proposed premium rate increase for medical and dental benefits is included within the approved FY 2016 budget. By the Village absorbing the majority of the 8.5% rate increase, our employees will continue to be provided with a very high level of insurance benefits without significant cost shifting and/or changes in employee and dependent rates.

ATTACHMENTS:

1. Insurance Renewal Recommendation Report – Gehring Group



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Land Development

ITEM #12: Resolution 2016-10 – Site Plan (SPR16-01) and Special Exception (PSSE-16-01) – Legend Plaza – 1696 South Military Trail

SUMMARY: Mr. Vijay Kumar, property owner, is requesting site plan and special exception approval for a 7,255 square foot commercial building, which is proposed to be converted into three (3) tenant bays on a 1.134 acre parcel located at 1696 South Military Trail (formerly occupied by the Inspiration House).

Additionally, the applicant is requesting a special exception use:

(PSSE-16-01) – Request to permit a 2,141 sq.ft. restaurant use

The Applicant is proposing to renovate the existing structure into three separate commercial spaces, one of which would include a restaurant on the north end of the building. The proposed renovations are planned to include: front building façade renovations, landscape enhancements, a new cross-access point to the adjacent 7-Eleven gas station (to the south) and improved pedestrian access to the building. Physical improvements on the property (i.e., pole sign and parking layout) are proposed to remain unchanged. Additionally, Palm Tran has requested an easement to provide a future bus stop shelter to serve the high ridership within this area.

The Land Development Board considered these requests during their January 12th meeting and recommended approval, with the addition of a condition to remove a parking space to reduce ingress conflicts.

FISCAL IMPACT:

The proposed project does not have a fiscal impact to the Village, but should enhance the assessed value of the property.

ATTACHMENTS:

1. Proposed Resolution No. 2016-10 - Site Plan and Special Exception
2. Staff Report
3. Applicant's Justification Statement(s)
4. Applicant's Application and Supporting Materials
5. Site/Landscape Plans and Building Elevations
6. Palm Beach County Traffic Letter
7. Aerial and Location Maps



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Land Development

ITEM #13: Resolution 2016-15 - Preliminary Plat – Kingswood Academy - 4137 South Congress Avenue

SUMMARY: Mr. Damian Brink, agent for Neil and Janese Williams, owners and operators of Kingswood Academy, has filed the preliminary plat to construct a new daycare at 4137 South Congress Avenue (South of Canal 12 and across from Palm Beach State College). The proposed preliminary plat unifies three (3) parcels.

The preliminary plat is consistent with the approved site plan, which was approved by the Village Council (Resolution 2015-70) on July 25, 2015.

The Village's Surveyor, Engenuity Group, has reviewed the proposed plat and has determined that it is in compliance with Chapter 177, F.S. - Platting Regulations.

The Land Development Board will consider the preliminary plat at their February 9th meeting and their recommendation will be provided prior to Council consideration.

If approved, a final plat will be presented to the Village Council for consideration. The recording of the final plat is required prior to issuance of a Certificate of Occupancy for the daycare. Construction was allowed to commence with Unity of Title and prior to completion of the plat approval process.

FISCAL IMPACT:

There is no direct fiscal impact of the proposed plat.

ATTACHMENTS:

1. Proposed Resolution 2016-____
2. Preliminary Plat and Justification Statement
3. Village Surveyor's Review Letter – Engenuity Group
4. Approved Site Plan
5. Aerial and Location Maps



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Land Development

ITEM #14: Ordinance No. 2016-01 – Village Code Amendment – Definition of Family

SUMMARY: The Land Development Department is recommending a housekeeping amendment to the Village Code to clarify and update the definition of “family” to ensure that certain allowances are allowed under programs that are offered by the State of Florida (i.e., foster care, etc.). Further, if approved, this updated definition will be utilized within various sections of the Code pertaining to building occupancy and zoning supplemental regulations.

This definition was developed by the Village Attorney and reviewed by the Land Development Director.

The Land Development Board will consider the proposed amendment at their February 9th meeting, and their recommendation will be provided to the Council prior to consideration.

If approved on first reading, the proposed ordinance will be presented to the Village Council for 2nd and final reading on March 10, 2016.

FISCAL IMPACT:

The proposed request does not have a fiscal impact to the Village.

ATTACHMENTS:

1. Proposed Ordinance No. 2016-01



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Land Development

ITEM 15: Ordinance No. 2016-02 – Village Code Amendment – Temporary Signs

SUMMARY: Recently, a United States Supreme Court decision, Reed v. Town of Gilbert, invalidated sign regulations that make distinctions among temporary signs based on the sign message. As a result, local governments are now required to treat all temporary signs (i.e., real estate, commercial space leasing, election, grand opening, freedom of speech, etc.) on private property (not within public rights-of-way) equally in terms of size, number and duration.

As a result, reasonable distinctions concerning location (setback) and type (material/composition) remain permissible. To ensure compliance with US law, the Village is proposing uniform sign criteria that regulate the size, height, number and placement of signs on private properties within the Village. Some of the proposed criteria include:

- . Each property will be permitted to display four (4) temporary signs in accordance with the Village's sign code per property
- . Each sign on private property must meet the established setbacks (7 feet) and must be at least 20 feet from the closest temporary sign
- . Sign area standards are established based on the property's zoning designation
- . Maximum height for any free standing temporary sign on private property is 5 feet
- . Maximum height for a wall sign (i.e., banners, etc.) is 15 feet

Based on the Supreme Court's decision, the Village Attorney believes that that the Village is limited in the restrictions it can continue to impose on temporary signs. The proposed amendments would result in a change in sign policy that will lead to less than desirable results; however, outright prohibition of temporary signs is not an alternative (due to freedom of speech rights).

Further, since the Court's decision, the Village Attorney has been monitoring legal interpretations on the ruling(s), reviewing the actions of other municipalities in amending their sign codes and drafting content-neutral temporary sign regulations to include within the Village's Land Development Regulations.

As a result, the proposed amendment was prepared by the Village Attorney and reviewed by the Land Development Director.

The Land Development Board will consider the proposed amendment at their February 9th meeting, and their recommendation will be provided to the Council prior to consideration.

If approved on first reading, the proposed ordinance will be presented to the Village Council for 2nd and final reading on March 10, 2016.

FISCAL IMPACT:

The proposed request does not have a fiscal impact to the Village.

ATTACHMENTS:

1. Proposed Ordinance No. 2016-02



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Land Development

ITEM #16: Ordinance No. 2016-03 – Village Code Amendment – Reasonable Accommodation

SUMMARY: The Land Development Department is recommending a housekeeping amendment to the Village Code to clarify and ensure that all rental residences are treated similarly and that there is not an added burden of documentation placed on residences requesting reasonable accommodation. The Village's existing Rental Permit program will not be affected by this housekeeping amendment.

The proposed amendment was prepared by the Village Attorney and reviewed by the Land Development Director.

The Land Development Board will consider the proposed amendment at their February 9th meeting, and their recommendation will be provided to the Council prior to consideration.

If approved on first reading, the proposed ordinance will be presented to the Village Council for 2nd and final reading on March 10, 2016.

Note: During an upcoming Council Meeting, staff will present a proposed Code amendment to be considered regarding "landlord-tenant" regulations that would be applicable to all rental residences.

FISCAL IMPACT:

The proposed request does not have a fiscal impact to the Village.

ATTACHMENTS:

1. Proposed Ordinance No. 2016-03



Village of Palm Springs

Executive Brief

AGENDA DATE: February 11, 2016

DEPARTMENT: Land Development

ITEM#17: Congress Avenue Corridor Study - Phase 1 - Existing Characteristics Analysis & Benefits/Risks Assessment

SUMMARY: The Land Development Department staff is completing Phase 1 of the Congress Avenue Corridor Study in an effort to develop economic (re)development strategies that are specific to the abutting and adjacent properties. Proposed strategies are expected to consider and incorporate the area's/property's unique characteristics, opportunities or threats. With input from the Land Development Board, the corridor has been divided into three (3) segments:

North:	Southern Blvd south to Forest Hill Boulevard
Central:	Forest Hill Boulevard south to 2 nd Avenue North
South:	L-12 south to Atlantis limits

Note: The study was separated into three (3) sections as each sub-area may warrant different development policies based on the characteristics and needs of each segment of the Congress Avenue corridor.

Staff has conducted an initial analysis of the existing uses and evaluated the redevelopment potential along this heavily traveled north-south corridor, which included data collection and "stakeholder interviews" with property/business owners in each sub-area (the interview process is currently on-going).

At this time, Village Council input is desired to provide direction on the development of strategies for the corridor:

CONGRESS AVENUE CORRIDOR DRAFT DIRECTIVES FOR ECONOMIC (RE)DEVELOPMENT

Common Strategy for Entire Corridor:

- Develop a streetscape program (common landscape theme, intersection treatments, pedestrian amenities, decorative bus stops, decorative street lights, signage, etc.) that will establish an identity for the corridor
 - Investigate financing tools (i.e., CRA, etc.) for implementing the streetscape program

North Sub-Area (Heavy Commercial / Light Industrial):

- Develop incentives to encourage assemblage of parcels to create more viable redevelopment properties
- Encourage/partner with Palm Beach County to extend sanitary sewer infrastructure along entire length of corridor
- Revise zoning regulations to promote office, industrial and heavy commercial uses, and uses related to proximity to airport

Central Sub-Area (Neighborhood-Serving Commercial):

- Revise zoning regulations to restrict uses to neighborhood-serving uses (personal services, sustenance retail, restaurants)
- Develop incentives to encourage transition of residential parcels and assemblage of parcels to create longer lot depth to enhance redevelopment opportunities
- Strengthen requirements for compatibility buffers between commercial and residential parcels

South Sub-Area (Institutional Support):

- Revise comprehensive plan and zoning provisions to allow greater density/intensity to promote mixed-use development to serve PBSC and JFK
- Promote restaurant and retail uses oriented towards passersby
- Encourage FDOT to accommodate bicycle lanes within existing road cross-section

Staff has held workshop discussions with the Land Development Board during their November 2015, December 2015 and January 2016 meetings. The Board reviewed the data and stakeholder input and conducted a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis.

Stakeholder Interview notes and the SWOT analysis for Phase 1 are attached.

ATTACHMENTS:

1. Corridor Overview Map – Sub-Areas
2. Phase 1 Summaries
3. Corridor Maps with Business
4. Corridor Land Use Analysis
5. Parcel Spreadsheets