



**AGENDA  
VILLAGE COUNCIL MEETING  
VILLAGE HALL COMMUNITY ROOM  
226 CYPRESS LANE  
MARCH 10, 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 Regular Council Meeting on February 11, 2016  
Staff: Jane R. Worth, Interim Village Clerk

**This item will be continued to the April 14, 2016 agenda**

2. Resolution No. 2016-16 – Site Plan (SPR16-02) – Cabrera Subdivision

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, (APPROVING/DENYING), WITH CONDITIONS, THE SITE PLAN (SPR16-02) SUBMITTED BY HECTOR CABRERA, OWNER FOR CABRERA SUBDIVISION, FOR CONSTRUCTION OF SEVEN (7) SINGLE FAMILY HOMES, AS PART OF A RESIDENTIAL PLANNED DEVELOPMENT, ON INDIVIDUAL LOTS ALREADY PLATTED, LOCATED 3386 KIRK ROAD; AND ESTABLISHING AN EFFECTIVE DATE.

Staff: Kim Glas-Castro, Land Development Director

3. Resolution No. 2016-22 – Water Meter Fittings & Water Line Accessories – 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 HD SUPPLY WATERWORKS, TO PURCHASE CHEMICAL REAGENTS FOR THE VILLAGE WATER TREATMENT PLANTS; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

4. Resolution No. 2016-23 – Bid Award - RFP #2015R-002 – Generator Repair and Maintenance Services

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AWARDED RFP NO. 2015R-002 AND AUTHORIZING THE MAYOR, AND/OR HER DESIGNEE, TO EXECUTE A CONTRACT WITH MEGAWATTAGE, LLC FOR GENERATOR REPAIR AND MAINTENANCE SERVICES; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

5. Resolution No. 2016-24 - Authorize Vehicle Purchase – 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 DON REID FORD, INC. AND DUVAL FORD, LLC, FOR THE PURCHASE OF REPLACEMENT VEHICLES FOR THE PUBLIC WORKS AND WATER AND SEWER DIVISION; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

6. Resolution 2016-31 – Amendment to Utility Installment Payment Program

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AMENDING THE INSTALLMENT PAYMENT PROGRAM FOR RESIDENTIAL/COMMERCIAL WATER AND SEWER UTILITY CONNECTIONS; AUTHORIZING THE EXECUTION OF "PROPERTY OWNER AGREEMENT SPECIAL ASSESSMENT FOR UTILITIES SERVICES, INSTALLMENT PAYMENT AND LIEN, AND VOLUNTARY ANNEXATION"; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE SUCH AGREEMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

7. Resolution 2016-32 - Lien Reduction - Plantation Plaza, LLC – 2640 South Military Trail

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AUTHORIZING THE MAYOR, AND/OR HER DESIGNEE, TO EXECUTE AN AGREEMENT WITH PLANTATION PLAZA LLC REGARDING A REDUCTION IN A LIEN AMOUNT AND CERTAIN RESTRICTIONS PLACED ON THE PROPERTY; AND PROVIDING AN EFFECTIVE DATE.

Staff: Richard Reade, Village Manager

- 8. Authorize Police Forfeiture Fund Expenditure

Staff: Tom Ceccarelli, Police Chief

- 9. Approval of Leisure Services Board Appointments

Staff: Richard Reade, Village Manager

- 10. Proclamation – Bike Month

- 11. Proclamation – Barbara Ashton-Sweed (Library Volunteer)

- 12. Proclamation – Mary Helen Sakellarios - Retirement

- 13. Award of Property Improvement Program (PIP) Matching Grant Monies

Staff: Kim Glas-Castro, Land Development Director

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

**PUBLIC COMMENT - (Three minute limit)**

**PUBLIC HEARINGS**

- 14. Ordinance 2016-01– Village Code Amendment – Definition of Family (Second 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	Roll Call Vote
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- 15. Ordinance No. 2016-02 – Village Code Amendment – Temporary Signs (Second 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	Roll Call Vote
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- 16. Ordinance No. 2016-03 – Village Code Amendment – Reasonable Accommodation (Second 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	Roll Call Vote
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17. Resolution 2016-26 - Final Plat – Wawa - 3950 South Congress Ave

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, APPROVING THE FINAL PLAT OF WAWA GAS STATION, SUBMITTED BY BONNIE MISKEL, AGENT FOR THE PROPERTY OWNER, TO UNIFY FIVE (5) PARCELS AND FORMALLY VACATES ALL EASEMENTS WITHIN THE PROPERTIES; FOR THE PROPERTY LOCATED AT 3950 SOUTH CONGRESS AVENUE; AND PROVIDING AN EFFECTIVE DATE.

Staff: Kim Glas-Castro, Land Development Director

Motion	Second	Vote
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18. Resolution 2016-27 - Preliminary Plat – Wawa - 1771 South Congress Avenue

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, APPROVING THE PRELIMINARY PLAT WAWA GAS STATION, SUBMITTED BY GEORGE BALABAN, AGENT FOR THE PROPERTY OWNERS, LOCATED AT 1771 SOUTH CONGRESS AVENUE (SOUTHWEST CORNER OF FOREST HILL BOULEVARD AND CONGRESS AVENUE); AND PROVIDING AN EFFECTIVE DATE.

Staff: Kim Glas-Castro, Land Development Director

Motion	Second	Vote
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19. Resolution No. 2016-25 - Approve the ranking of responses to Professional Engineering, Architectural and Surveying Consulting Services RFQ No. 2016R-002 and authorize contract negotiations.

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AWARDDING RFQ NO. 2016R-002 AND AUTHORIZING THE MAYOR, AND/OR HER DESIGNEE, TO EXECUTE A CONTRACT WITH CALVIN GIORDANO & ASSOCIATES, ENGENUITY GROUP, KESHAVARZ & ASSOCIATES, AND ECKLER ENGINEERING FOR PROFESSIONAL ENGINEERING, ARCHITECTURAL AND SURVEYING CONUSLTING SERVICES; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

Motion	Second	Vote
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- 20. Resolution No. 2016-29 - Authorize Interlocal Agreement for Assignment of Property Data and Development of Annual Assessments for Palm Beach County Non-Ad Valorem Districts – PBC Information Systems Services (ISS)

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AUTHORIZING THE MAYOR, AND/OR HER DESIGNEE, TO EXECUTE AN INTERLOCAL AGREEMENT WITH PALM BEACH COUNTY FOR INFORMATION SYSTEMS SERVICES; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

Motion	Second	Vote
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- 21. Resolution No. 2016-30 – Authorize Stormwater Assessment Agreement - PBC Property Appraiser

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALM SPRINGS, FLORIDA, AUTHORIZING THE MAYOR, AND/OR HER DESIGNEE, TO EXECUTE AN AGREEMENT WITH THE PALM BEACH COUNTY PROPERTY APPRAISER FOR THE COLLECTION OF ITS NON-AD VALOREM ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.

Staff: John Rouse, Interim Public Service Director

Motion	Second	Vote
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**ACTIONS AND REPORTS**

**VILLAGE MANAGER COMMENTS**

**VILLAGE COUNCIL COMMENTS**

**ADJOURNMENT**

**NEXT REGULAR COUNCIL MEETING  
APRIL 14, 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.

ITEM NO. 2

This Item Is Being Continued to  
the April 14, 2016 Meeting

RESOLUTION NO. 2016-16

SITE PLAN  
Cabrera Subdivision



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Public Service

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**ITEM #3:** Resolution No. 2016-22 – Water Meter Fittings & Water Line Accessories – Piggyback - Public Service Department (FY 2016 Budget Funded)

**SUMMARY:** The Public Service Department, throughout the year, has a need to purchase pipe, water valves, fittings, and water line accessories to perform repairs to the Village's two (2) Water Treatment Plants, Distribution System and Wastewater Collection System. The pipe, water valves, fittings and water line accessories are used on a daily basis to ensure the Village's Utility system is operating at a level that ensures the highest quality of water and sewer service to our customers.

To ensure the lowest possible price, staff is recommending that the Village piggyback off the current City of Deerfield Beach contract awarded to HD Supply Waterworks. This selection by the City of Deerfield Beach was completed through a competitive selection process – Water Meter Fittings & Water Line Accessories For Southeast Florida Governmental Purchasing Cooperative Group (ITB No. 2011-12/22) – August 3, 2012.

**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 significant annual savings.

If approved, the Village would accept HD Supply Waterworks pricing by piggybacking the City of Deerfield Beach (Southeast Florida Co-Op) contract including all terms, conditions and pricing therein. The term of the contract is set to expire on October 31, 2016. 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.

**FISCAL IMPACT:**

Funding for Resolution No. 2016-22 has been budgeted as Repair and Maintenance within the FY 2016 Water & Sewer Enterprise Fund.

**ATTACHMENTS:**

1. Proposed Resolution No. 2016-22 - Piggyback Contract – Water Meter Fittings & Water Line Accessories
2. Approval to Piggyback E-mail – HD Supply Waterworks
3. City of Deerfield Beach - Water Meter Fittings & Water Line Accessories For Southeast Florida Governmental Purchasing Cooperative Group (ITB No. 2011-12/22)
4. City of Deerfield Beach – Award Letter and Resolution (No. 2012/197)



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Public Service

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**ITEM #4:** Resolution No. 2016-23 – Bid Award - RFP #2015R-002 – Generator Repair and Maintenance Services

**SUMMARY:** On October 27, 2015, at 2:00 pm, the Village received four (4) bid proposals to provide generator repair and maintenance services (Village of Palm Springs – Generator Repair and Maintenance Services - RFP #2015R-002) from the following companies:

- . Peak Power Services
- . Power Pro Tech Services
- . All Power Generator Corporation
- . Megawattage, LLC

A Generator Repair & Maintenance Services Evaluation Committee, which was appointed by the Village Manager and included Public Service Department, Police Department and the Finance (Purchasing) Department, met on February 25, 2016 to review each submittal. Each company's response was evaluated and scored based on:

- . Compensation/pricing
- . Financial responsibility
- . Skill and experience
- . Ability to timely perform
- . Previous satisfactory performance

Megawattage, LLC, 1601 South Belvedere Road, West Palm Beach and 850 SW 21<sup>st</sup> Terrace, Fort Lauderdale, received the highest score (of each firm that provided a proposal) from the Evaluation Committee. The Megawattage, LLC proposal was fully compliant with the RFP and the rates for services and parts proposed are favorable to the Village:

- |                                      |               |
|--------------------------------------|---------------|
| . Monday – Friday 8:00 AM – 4:30 PM  | \$84 per hour |
| . All Other Hours Including Holidays | \$94 per hour |
| . Parts Pricing Mark-Up              | 15%           |

As a result, the Evaluation Committee is recommending that the Village enter into a contract with Megawattage, LLC to provide generator repair and maintenance services. If approved, the initial term of the contract would be for three (3) years with an option to renew for an additional two, one (1) year terms.

The Village has not worked with the proposed vendor; however, staff has received positive references from both Trump Towers West Palm Beach and the Town of Davie.

**FISCAL IMPACT:**

Funds for Resolution No. 2016-23 have been budgeted under Repair and Maintenance within various departments in the Village's FY 2016 Budget – General Fund and Water & Sewer Enterprise Fund.

**ATTACHMENTS:**

1. Proposed Resolution No. 2016-23
2. Village of Palm Springs – Request for Proposals (RFP) for Generator Repair & Maintenance Services (RFP #2015R-002)
3. Generator Repair & Maintenance Services Evaluation Committee Scoring Summary Sheet
4. Generator Repair & Maintenance Services Evaluation Committee Recommendation Memo
5. Generator Repair and Maintenance Services Contract



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Public Service

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**ITEM #5:** Resolution No. 2016-24 - Authorize Vehicle Purchase – Piggyback – Public Service Department (FY 2016 Budget Funded)

**SUMMARY:** The Public Service Department has a need to purchase replacement vehicles to support the services and activities provided by the Public Works Division and the Water and Sewer Division. To ensure the lowest possible price, staff is recommending that the Village piggyback off the current Florida Sheriff's Association/Florida Association of Counties contract that was awarded to various vendors (including Don Reid Ford and Duval Ford). These awards were through a competitive bid process - Police Rated, Administrative, Utility Vehicles, Trucks & Vans (Bid #15-23-0904) - June 18, 2015.

Within the FY 2016 budget, the Village Council approved \$42,500 to be used for the purchase of pickup trucks for the Public Works (Roads & Streets) Division of the Public Service Department. Through the Sheriff's Association & Florida association of Counties' bid, the Public Service Department was able to obtain a price of \$39,047 to purchase two (2) pickup trucks.

. One (1) F-150 pickup truck	\$18,598
. One (1) F-250 pickup truck	\$20,449

Note: The remaining balance will be used to outfit the vehicles with graphics, spray on bed liner, towing package, amber rotating light and wig-wag flashers as needed.

Within the FY 2016 budget, Village Council also approved \$102,000 to be used for the purchase of pickup trucks for the Water & Sewer Division of the Public Service Department. Through the Sheriff's Association & Florida Association of Counties' bid, the Public Service Department was able to obtain a price of \$78,094 to purchase four (4) pickup trucks.

. Two (2) F-150 pickup trucks	\$37,196
. Two (2) F-250 pickup trucks	\$40,898

Note: The remaining balance will be used to outfit the pickup trucks with graphics, tool boxes, a pipe rack, utility bodies, spray on bed liner, towing package, amber rotating light and wig-wag flashers as needed.

If approved, the Village would accept Don Reid Ford's and Duval Ford's pricing by piggybacking the Sheriff's Association & Florida Association of Counties' contract including all terms, conditions and pricing therein. The term of the contract is set to expire on September 30, 2016.

The Village Purchasing Code, Section 58-9, *Accessing contracts of other government agencies*; provides that the Village may award a contract by piggybacking 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 purchased vehicles from both vendors previously and they have provided a quality product.

**FISCAL IMPACT:**

Funds for this purchase are available within the Water & Sewer Enterprise Fund and Roads and Streets.

**ATTACHMENTS:**

1. Proposed Resolution 2016-24
2. Approval to Piggyback Memo – Florida Sheriff's Association
3. Applicable Florida Sheriff's Association and Florida Association of Counties' vehicle purchase contract sections.



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Public Service

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**ITEM #6:** Resolution 2016-31 – Amendment to Utility Installment Payment Program

**SUMMARY:** The Village, over the years, has provided property owners (residential and commercial) with the opportunity to finance with the Village various utility infrastructure related expenses when utilities become available within their community (Resolution No. 2000-23). However, the Public Service Department has identified a conflict within the Village Code (Ordinance No. 2013-27) and the Resolution authorizing the financing process. As a result, staff is requesting the Council consider the changes:

- . All property owners that have entered into a finance agreement with the Village must maintain all utility services in their name throughout the term of the agreement
- . Include commercial properties as being eligible to participate within the Village's financing program. It should be noted that the

If approved, the proposed amendment would ensure that there is not a conflict with Village Code.

The proposed amendment was prepared by the Village Attorney and reviewed by the Public Service Director.

**FISCAL IMPACT:**

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

**ATTACHMENTS:**

1. Proposed Resolution No. 2016-31 - Property Owner Agreement Special Assessment For Utilities Services and Lien, and Voluntary Annexation
2. Resolution 2000 – 23 – Utility Installment Payment Program (Previously Approved)
3. Ordinance 2013 – 27 – Various Amendments to Utilities Code (Previously Approved)



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Village Manager's Office

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**ITEM #7:** Resolution 2016-32 - Lien Reduction - Plantation Plaza, LLC – 2640 South Military Trail

**SUMMARY:** Plantation Plaza, which is located at 2640 South Military Trail (north of Cresthaven Boulevard – across from the Winn Dixie Plaza), maintains a number of commercial uses (i.e., retail stores, restaurants, night club, etc.). As of February 12, 2016, the property has accrued more than \$6.2 million in code violations since 2012 - primarily due violations associated with the operation of a nightclub.

As a result, Plantation Plaza is requesting that the Village consider a lien reduction in exchange for an amendment to the Plaza's annexation agreement (dated November 13, 2012) that would prohibit any portion of the property to be used and/or leased for the purpose of a nightclub, bar or adult entertainment, as defined in the Village Code. Additionally, the property owner would agree to pay a reduced lien amount of \$75,000 to the Village within 30 days of approval. Further, the proposed agreement would provide that all restaurant uses would operate in accordance with the hours permitted within the Village Code except for one existing restaurant – La Perrada Del Gordo – that will be permitted to continue to operate in accordance with the hours provided in the letter dated June 16, 2011.

Note: If the Del Gordo restaurant is closed for more than one week or if the ownership changes (as outlined in the proposed agreement), the restaurant will be required to comply with the Village's existing restaurant regulations.

The proposed Agreement would supersede the earlier Annexation Agreement and was prepared and recommended by the Village Attorney and reviewed by the Land Development Director and the Police Chief.

**FISCAL IMPACT:**

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

**ATTACHMENTS:**

1. Proposed Resolution 2016-32 - Agreement Between the Village of Palm Springs, Florida and Plantation Plaza, LLC
2. Stipulation and Agreed Order - Code Enforcement Case No. 2012-50 - Nov. 2012
3. Annexation Agreement – Plantation Plaza – November 2012
4. Letter between Miguel Martinez and the previous Village Manager – June 2011



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Police Department

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**ITEM #8:** Authorize Police Forfeiture Fund Expenditure

**SUMMARY:** The Police Department is requesting approval to utilize forfeiture funds to purchase three (3) Automated External Defibrillators (AED) to be maintained in our police vehicles for emergency purposes and continue with the Village's commitment to protect our citizens and visitors.

The Police department solicited written quotes (see below) from three (3) vendors and is recommending purchase from Cardiac Science Corporation for three (3) AED's:

. Cardiac Science Corporation	\$4,185
. Cardiac Life	\$5,085
. GSA Advantage	\$5,427.15

If approved, this purchase would increase the total number of AED's within the Police Department to thirteen (13).

This expenditure complies with Florida State Statute 932.7055 (5a) that specifically states, in part, that these funds shall be used for "law enforcement purposes, which include...purchasing automated external defibrillators for use in law enforcement vehicles."

The proposed request is recommended by the Police Chief and has been reviewed by the Village Attorney.

**FISCAL IMPACT:**

Funds for this expenditure are available and have been planned for through the Police Department's Forfeiture Fund account.

**ATTACHMENTS:**

1. Automated External Defibrillators (AED) Equipment – Three (3) Quotes



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Village Manager's Office

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**ITEM #9:** Approval of Leisure Services Board Appointments

**SUMMARY:** The Village Council previously appointed Rick DiRienzo, Sally Panozzo, and Kara Cowser as Regular Members in March 2013 to serve a 3-year term to expire on March 27, 2016. Mr. DiRienzo, Ms. Piozzi and Ms. Cowser have indicated their willingness to continue to serve and have been valuable assets to this Board.

The appointment as a Regular Members, if approved, would expire on March 27, 2019.

If approved, there would be two (2) Alternate vacancies on the Leisure Services Board.

**FISCAL IMPACT:**

The proposed appointments do not have a fiscal impact to the Village.

**ATTACHMENTS:**

1. Application - Rick DiRienzo
2. Application - Sally Panozzo
3. Application - Kara Cowser

*Office of the Mayor*

Village of Palm Springs, Florida

# Proclamation

**Whereas**, for more than a century, the bicycle has been an important part of the lives of most Americans; and

**Whereas**, today, millions of Floridians will experience the joys of bicycling during the month of March through educational programs, races, commuting events, helmet promotion, charity events or just getting out and going for a ride; and

**Whereas**, increased bicycle usage will promote health and wellness within the state and is an important part of encouraging our citizens to develop habits of physical activity and become fit, prevent obesity, and reduce the risk of many chronic diseases and conditions; and

**Whereas**, the education of cyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all road users; and

**Whereas**, the statewide advocacy group for bicycle safety and education, the Florida Bicycle Association, has declared the month of March to be Florida Bicycle Month for the past sixteen (16) years; and

**Now, Therefore, NOW, THEREFORE, I, BEV SMITH, Mayor of the Village of Palm Springs, Florida, do hereby proclaim the month of March 2016 as:**

**"FLORIDA BICYCLE MONTH"**



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

*Mayor* \_\_\_\_\_

*Date* March 10, 2016

*Office of the Mayor*

Village of Palm Springs, Florida

# Proclamation

**WHEREAS**, Children's services at the library are busy and chaotic, and Volunteers help to make it possible for one-to-one attention for new, shy or timid children to learn to enjoy Library Programs; and

**WHEREAS**, there are an incredible number of little projects that need to be done every week by the Children's Librarian that can be done by an experienced volunteer; and

**WHEREAS**, Bobbi grew to understand the routine of the children's department of the library so well that she would frequently remind the Children's Librarian of statistics to collect; and

**WHEREAS**, Barbara (Bobbi) Ashton-Sweed volunteered at the Palm Springs Public Library three mornings a week for more than three (3) years, eventually totaling more than five hundred sixty-two hours (562); and

**NOW, THEREFORE**, I, **Bev Smith**, Mayor of the Village of Palm Springs, Florida, on behalf of the Council and all present, do hereby extend our heartfelt thanks and appreciation to:

**BARBARA (BOBBI) ASHTON-SWEED**



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

*Mayor* \_\_\_\_\_

*Date* March 10, 2016

*Office of the Mayor*

Village of Palm Springs, Florida

**Proclamation**

**Whereas**, Mary Helen Sakellarios, began her career with the Village of Palm Springs as the Children's Librarian on November 4, 1985; and having achieved the milestone of more than thirty (30) years of full-time service and dedication with the Village, retired on February 29, 2016; and

**Whereas**, Mary Helen Sakellarios, in addition to serving as the Children's Librarian, served as the Assistant Director of the Library since October 1992, and assumed the position as Interim Library Director from July – October 1999 and the latest being from November 2015 to February 2016; and

**Whereas**, Mary Helen Sakellarios was instrumental in initiating the Annual Bookmark Contest which is currently in its 31<sup>st</sup> year; she also had a story time every Wednesday for the past thirty (30) years, and even offered it when the power was out after the hurricanes; she also coordinated a volunteer program and in 2015 alone 1,194 hours were contributed by 17-26 volunteers each semester; she also planned and presented thirty (30) years of summer programs and was serving the second generation of the neighborhood children in the library. In addition to her professional duties of developing and maintaining the children's and youth collections at the library, she also handled the E-Rate applications for the Library since 1999.

**Whereas**, Mary Helen Sakellarios maintained great relationships with local schools by visiting and communicating monthly; her presence with the schools and her participation with both C. O. Taylor/Kirklane and Palm Springs Elementary School's School Advisory Committee's, as a business partner, resulted in her nomination as a public sector "Partner in Education" with the Palm Beach County School District winning third place or bronze level; as a result, she also received a statewide award for her efforts.

**Whereas**, Mary Helen Sakellarios will be missed by Village Staff and community members who have seen her tireless work and effort for the betterment of the community throughout the years. She will also be missed by her colleagues with whom she collaborated with through work in professional organizations.

**Now Therefore, I, Bev Smith, Mayor** of the Village of Palm Springs, Florida on behalf of the Council, do hereby recognize and commend Mary Helen Sakellarios for thirty (30) years of dedicated and faithful public service and wish her the best of health, happiness and relaxation during her retirement.

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

*Mayor* \_\_\_\_\_

*Date* March 10, 2016





# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Land Development

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**ITEM #13:** Award of Property Improvement Program (PIP) Matching Grant Monies

**SUMMARY:** Four (4) PIP awardees have completed their improvement projects and have filed the necessary documentation to receive the Village matching grant funds.

- 1) Owner/Resident: Thomas Arth  
Address: 240 Tam O'Shanter Drive (since 2001)  
Project: Replace Driveway  
Eligible Costs: \$5,164  
Grant Award: \$2,582
  
- 2) Owner/Resident: James & Linda Dorman  
Address: 1882 Richard Lane (since 1976)  
Project: Replace Driveway and Sidewalk  
Eligible Costs: \$6,687  
Grant Award: \$3,343.50
  
- 3) Owner/Resident: Yazunari Medina  
Address: 3847 Woodridge Terrace (since 2000)  
Project: Replace 6 Windows and Front Door with Impact Glass  
Eligible Costs: \$10,000  
Grant Award: \$5,000
  
- 4) Owner/Resident: Virginia Wilson  
Address: 112 Riley Avenue (since 1998)  
Project: Replace Driveway  
Eligible Costs: \$3,200  
Grant Award: \$1,600

**FISCAL IMPACT:**

Funding is available in the FY 2016 budget for property improvement incentives.

**ATTACHMENTS:**

1. 240 Tam O'Shanter Drive - Before and After Photos
2. 1882 Richard Lane - Before and After Photos

3. 3847 Woodridge Terrace - Before and After Photos
4. 112 Riley Avenue - Before and After Photos



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Land Development

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**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 considered the proposed amendment during their February 9<sup>th</sup> meeting and recommended approval.

The proposed ordinance was approved on 1<sup>st</sup> reading on February 11, 2016 and is being presented for 2<sup>nd</sup> and final reading.

**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:** March 10, 2016

**DEPARTMENT:** Land Development

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**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 considered the proposed amendment during their February 9<sup>th</sup> meeting and recommended approval.

The proposed ordinance was approved on 1<sup>st</sup> reading on February 11, 2016 and is being presented for 2<sup>nd</sup> and final reading.

**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:** March 10, 2016

**DEPARTMENT:** Land Development

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**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 considered the proposed amendment during their February 9<sup>th</sup> meeting and recommended approval.

The proposed ordinance was approved on 1<sup>st</sup> reading on February 11, 2016 and is being presented for 2<sup>nd</sup> and final reading.

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:** March 10, 2016

**DEPARTMENT:** Land Development

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**ITEM #17:** Resolution 2016-26 - Final Plat – Wawa - 3950 South Congress Ave

**SUMMARY:** Ms. Bonnie Miskel, agent for the property owner, SFD Holdings, LLC, has filed the final executed plat mylar for the proposed new Wawa gas station at 3950 South Congress Avenue (northeast corner of Lake Worth Road and Congress Avenue) for final approval and authorization to record it in the public records of Palm Beach County. The proposed final plat unifies five (5) parcels and formally vacates all easements within the properties.

The final plat is consistent with the approved site plan (Resolution 2015-69 – December 21, 2015) and the preliminary plat (Resolution 2016-05 – January 14, 2016), which were both previously approved by the Village Council.

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

**FISCAL IMPACT:**

There is no direct fiscal impact of the proposed plat.

**ATTACHMENTS:**

1. Proposed Resolution 2016-26
2. Proposed Final Plat



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Land Development

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**ITEM #18:** Resolution 2016-27 - Preliminary Plat – Wawa - 1771 South Congress Avenue

**SUMMARY:** Mr. George Balaban, agent for the property owner, Elwill Associates, Inc., has filed the preliminary plat to construct a new Wawa gas station at 1771 South Congress Avenue (southwest corner of Forest Hill Boulevard and Congress Avenue). The proposed development will include a 5,636 square foot convenience store with restaurant and gas station with 6 fueling pumps. 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 2016-06) on January 14, 2016.

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 March 8<sup>th</sup> 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 gas station. Construction will be permitted to commence with a 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 2016-27
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:** March 10, 2016

**DEPARTMENT:** Public Service

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**ITEM #19:** Resolution No. 2016-25 - Approve Firm Rankings - RFQ 2016R-002 – Professional Consulting Services (FY2016 Budget Funded)

**SUMMARY:** On December 16, 2015, the Village issued a Request for Qualifications (RFQ) for Professional Engineering, Architectural and Surveying Consulting Services (RFQ 2016R-002) in accordance with the Consultants Competitive Negotiation Act (CCNA) – Section 287.55, Florida Statutes. The purpose of this RFQ was to enlist one or more companies on a continuing contractual basis to provide the Village with design and construction management for water, wastewater, infrastructure, facilities, general engineering services, plat and plan review services and building design/review services.

As a result, the Village received eight (8) responses - seven (7) engineering firms and one (1) architectural firm:

- . Calvin Giordano & Associates – West Palm Beach, Florida
- . Eckler Engineering – Coral Springs, Florida
- . Engenuity Group – West Palm Beach, Florida
- . Keith & Schnars – Fort Lauderdale, Florida
- . Keshavarz & Associates – West Palm Beach, Florida
- . McLeod McCarthy & Associates – West Palm Beach, Florida
- . *Alan Gerwig & Associates – Wellington, Florida*
- . *West Architecture – West Palm Beach, Florida*

A Professional Consulting Services Evaluation Committee, which was appointed by the Village Manager and included representatives from the Public Service Department, Land Development Department and the Finance (Purchasing) Department, met on February 10, 2016 to review each submittal. Each firm's response was evaluated and scored based on:

- . Experience in Palm Beach County with local government
- . Qualifications of the firm's personnel
- . The firm's approach to project management
- . The availability and commitment of the firm's resources and personnel

As a result, the Committee selected six (6) firms to provide a presentation and be interviewed on February 18<sup>th</sup> and/or February 23<sup>rd</sup> - each of the firms listed above that are not in italics were selected. The presentations/interviews were properly advertised and the PBC IG Office was notified as required by PBC Code Sec. 2-423(8) – ARTICLE XII. INSPECTOR GENERAL.

During the interviews, each firm was requested by our Evaluation Committee to provide a presentation and respond to questions regarding their company, services offered and how they would work with the Village. Following all of the presentations/interviews, the Committee ranked each firm based on their written response, oral presentation and their answers to questions from Committee members, while also considering the criteria set forth within the CCNA statute - Section 287.055(4)(b).

The Committee found three (3) firms to be equally well qualified to meet the needs of the Village (each received identical composite scores by the Evaluation Committee):

- . Calvin Giordano & Associates
- . Engenuity Group
- . Keshavarz & Associates

Note: Eckler Engineering, the Village's current engineering firm, was ranked fourth.

Village Staff is requesting the Council to authorize contract negotiations with each of the top three firms. Additionally, staff is recommending that the Village enter into contract negotiations with Eckler Engineering due to their institutional knowledge of the Village's utility systems.

Each of the four (4) firms maintains strengths in different areas of expertise. With all four under contract, the Village will be able to issue task orders to different firms based on who is best qualified to perform a particular task. Additionally, contracts with each firm will make it possible to distribute work among the firms; fulfilling one of the CCNA statutory criteria - "effecting an equitable distribution of contracts among qualified firms."

The Village has worked with Engenuity Group in the past and they have provided excellent service and products. The Village has not worked with the other recommended new firms; however, staff has received a positive reference from various references that were provided.

A template contract is provided for the Council's review and consideration. In the interest of completing various Village related projects in a timely manner, staff is recommending that the proposed template Engineering Consultants Agreement be authorized for negotiation with each of the four (4) firms. Further, it is recommended that the Council provide authorization to the Village Manager to execute each of the Agreements once negotiations have been completed.

Note: Should there be significant proposed changes to the template contract by a firm, the revised contract will be brought back to the Council for approval.

**FISCAL IMPACT:**

Funds for Professional Engineering, Architectural and Surveying Consulting Services have been budgeted under Professional Fees within various departments in the Village's FY 2016 Budget – General Fund and Water & Sewer Enterprise Fund.

**ATTACHMENTS:**

1. Proposed Resolution 2016-25
2. Village of Palm Springs - Request for Qualifications (RFQ) for Professional Engineering, Architectural and Surveying Consulting Services (RFQ 2016R-002)
3. Professional Consulting Services Evaluation Committee Scoring Summary Sheet
4. Professional Consulting Services Evaluation Committee Recommendation Memo
5. Template Engineering Consultants Agreement

Note: Each of the submitted RFQ proposals and related documentation are available to be viewed (hard copy) within the Village Clerk's Office



# Village of Palm Springs

## Executive Brief

**AGENDA DATE:** March 10, 2016

**DEPARTMENT:** Public Service

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**ITEM #20:** Resolution No. 2016-29 - Authorize Interlocal Agreement for Assignment of Property Data and Development of Annual Assessments for Palm Beach County Non-Ad Valorem Districts – PBC Information Systems Services (ISS)

**ITEM #21:** Resolution No. 2016-30 – Authorize Stormwater Assessment Agreement - PBC Property Appraiser

**SUMMARY:** On December 10, 2015, the Village Council created a stormwater utility and set interim assessment rates (Ordinance No. 2015-43). Additionally, it was determined that the uniform method of collecting stormwater utility fees from all properties within the Village's municipal boundaries as well as all parcels subsequently annexed into the Village would be as a Non-Ad Valorem Assessment (Resolution No. 2015-90) with collections beginning in FY 2016/2017.

The new stormwater fee will be included on each property's annual tax and assessment bill (similar to the Village's charges for solid waste collection costs) and will be collected by the Palm Beach County Tax Collector (payable at the same time as all other annual property taxes and assessments). All fees collected will be used for the construction and maintenance of needed stormwater management facilities within the Village limits.

In order to use the uniform method of collecting the stormwater fees (or Non Ad-Valorem Assessment process), state statute requires that the Village enter into agreements with the PBC Property Appraiser and the PBC Tax Collector. The Village maintains an existing Agreement with the Tax Collector since they collect the Village's solid waste assessments. However, the Village is need of entering into an Agreement with the Property Appraiser to assist with the Non Ad-Valorem Assessment process.

The proposed charge for the Property Appraiser to set up a new stormwater Non Ad-Valorem Assessment is not expected to exceed \$500. In addition, there will be an annual charge of \$150.

Additionally, since stormwater fees vary depending on the use and size of each individual parcel, the Village will need to prepare an assessment roll listing the fee for each parcel in the Village. As a result, it is recommended that the PBC Information Systems Services (ISS) assist the Village with the preparation of the assessment roll. Currently, the ISS prepares stormwater assessment rolls for a number of PBC

municipalities and they maintain direct access to parcel data maintained by the Property Appraiser. This data is required to calculate/determine the accurate assessment for each individual parcel.

The proposed charge from ISS for preparing the Village's stormwater Non Ad-Valorem assessment roll, based on our anticipated revenue, will be \$770 per year. This fee is projected to be significantly less than the cost to use a private consultant and/or Village staff to prepare the assessment roll.

The PBC Property Appraiser and the PBC ISS have provided the Village with standard agreements for stormwater fees and services (See Attached). The proposed agreements have been reviewed by the Village Attorney and the Public Service Director and the Interim Village Clerk.

If approved by the Village Council, the proposed interim stormwater fees will begin to be collected on October 1, 2016 or shortly thereafter.

**FISCAL IMPACT:**

Over the 3-year interim fee period it is anticipated that approximately \$1,034,000 in revenue will be collected by the Village.

**ATTACHMENTS:**

1. Proposed Resolution 2016-29 - Interlocal Agreement for Assignment of Property Data and Development of Annual Assessments for Palm Beach County Non-Ad Valorem Districts – PBC Information Systems Services
2. Proposed Resolution 2016-30 - Stormwater Assessment Agreement - PBC Property Appraiser
3. Existing Non Ad-Valorem Assessment Billing Agreement - PBC Tax Collector
4. Resolution No. 2015-90 – Establish Uniform Method for Stormwater Utility Fees (Non Ad-Valorem Assessments)