



CITY OF GREENACRES, FLORIDA

AGENDA

City Council Meeting and Budget Hearing FY 19

Thursday, September 20, 2018 – 6:00 p.m.

City Hall Council Chambers
5800 Melaleuca Lane

Mayor and City Council

Joel Flores, Mayor
Paula Bousquet, Deputy Mayor

John Tharp, Council Member	District I
Peter A. Noble, Council Member	District II
Judith Dugo, Council Member	District III
Jonathan G. Pearce, Council Member	District IV

Administration

Andrea McCue, City Manager
Glen J. Torcivia, City Attorney
Joanna Cunningham, City Clerk

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

Attention All Lobbyists: Palm Beach County Code of Ordinances, Article VIII, entitled "Lobbyist Registration" requires the registration of all lobbyists prior to engaging in any lobbying activity with the City Council, any City Board or Committee, or any employee as defined in the aforementioned Palm Beach County Ordinance. Copies of the Palm Beach County Ordinance are available upon request in the City Clerk's Office.

Web Site: <http://www.greenacresfl.gov>

Agenda
City Council Meeting and Budget Hearing FY19
City Hall Council Chambers
5800 Melaleuca Lane
Thursday, September 20, 2018 - 6:00 p.m.

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

1. **Call To Order and Roll Call.**
2. **Pledge of Allegiance to the Flag.**
3. **Comments From the Public for Agenda Items Only.**
4. **Agenda Approval.**
 - A. Additions, deletions, or substitutions to the Agenda.
 - B. Motion to approve and adopt entire agenda as set.
5. **Second Hearing - FY 2019 Proposed Budget.**
 - A. **Ordinances:**
 1. **PUBLIC HEARING: Ordinance No. 2018-18:** Second Reading; establishing a taxable valuation and levying an ad valorem tax on property located within the Corporate Limits of Greenacres, Florida, for the year ending December 31, 2018; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date; and pursuant to Staff Memo.– Andrea McCue, City Manager and James McInnis, Finance Director.
 2. **PUBLIC HEARING: Ordinance No. 2018-19:** Second Reading; adopting an operating budget for the Fiscal Year beginning October 1, 2018 and ending September 30, 2019; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date; and pursuant to Staff Memo – Andrea McCue, City Manager and James McInnis, Finance Director.
6. **Special Business**
 - A. **Proclamation:** “Hispanic Heritage Month” – Joel Flores, Mayor.
 - B. **Proclamation:** “Childhood Cancer Awareness Month” – Joel Flores, Mayor

7. Consent Agenda.**A. Motion to Approve Consent Agenda.**

1. **Official Minutes:** City Council Meeting August 20, 2018 – Joanna Cunningham, City Clerk.
2. **Resolution No. 2018-28:** Approving Addendum Four (4) to the Law Enforcement Services Agreement (LESA) with the Palm Beach County Sheriff's Office (PBSO); providing for an effective date. – Andrea McCue, City Manager.
3. **Resolution No. 2018-31:** Authorizing staff actions to procure those items approved in the Fiscal Year 2019 Budget - James McInnis, Finance Director.
4. **Resolution No. 2018-32:** Authorizing budget adjustments within the FY 2018 total operating budget. - James McInnis, Finance Director.
5. **Resolution No. 2018-33:** Adopting a Capital Improvements Program for Fiscal Years 2019-2024. - James McInnis, Finance Director.
6. **Resolution No. 2018-34:** Providing for automatic amendment of the Fiscal Year 2019 budget to reflect outstanding encumbered orders of Fiscal Year 2018; providing that the cost of those expenditures are to be paid from funds carried forward from Fiscal Year 2018. - James McInnis, Finance Director.

8. Regular Agenda.

- A. **Ordinance No. 2018- 17:** First Reading; Amending Chapter 11, Article IV, of the Greenacres Code, entitled "City Parks", amending Sections 11-73, 11-74 and 11-75 to provide regulations that govern alcohol beverages in city parks; providing for repeal of conflicting ordinances; providing for severability; providing for inclusion in code; and providing for an effective date. – Kara Ferris, Planning & Engineering Director.

9. Comments from the Public.**10. Discussion Items:**

- A. Development Order Time Extension Discussion.

11. Staff Comments.**A. City Manager's Report.**

1. Building Department Report

2. Finance Department Report
3. Leisure Services Department Report
4. Planning & Engineering Department Report
5. Fire Rescue Department Report
6. Public Works Department Report
7. PBSO Report

B. **City Attorney's Report.**

12. **Mayor and City Council Reports.**

13. **Adjournment.**

NOTICE OF COUNCIL MEETINGS AND AGENDAS

The first and third Monday of each month are regular meeting dates for the City Council; special or workshop meetings may be called on the second and fourth Mondays of the month, or whenever necessary. Council Agendas are posted on the City's website on the Friday prior to each Council meeting. A public copy of the complete agenda is also available for review in the City Clerk's Office at City Hall. Questions regarding the agenda should be directed to the City Clerk at 642-2006.

September 2018 - Calendar of Meetings and Events

09-25-18	Zoning Board of Adjustments and Appeals	Canceled
09-26-18	Community Meeting – Community Center	6:00 p.m.
09-28-18	Food Truck Invasion Samuel J. Ferreri Community Park	5:00 p.m.

October 2018 - Calendar of Meetings and Events

10-1-18	City Council	6:00 p.m.
10-3-18	Planning Commission Meeting	7:00 p.m.
10-15-18	City Council	6:00 p.m.
10-17-18	Planning Commission Meeting	7:00 p.m.
10-24-18	Code Enforcement Hearings	3:00 p.m.
10-26-18	Food Truck Invasion Samuel J. Ferreri Community Park	5:00 p.m.
10-30-18	Zoning Board of Adjustments and Appeals	Tentative



City of Greenacres

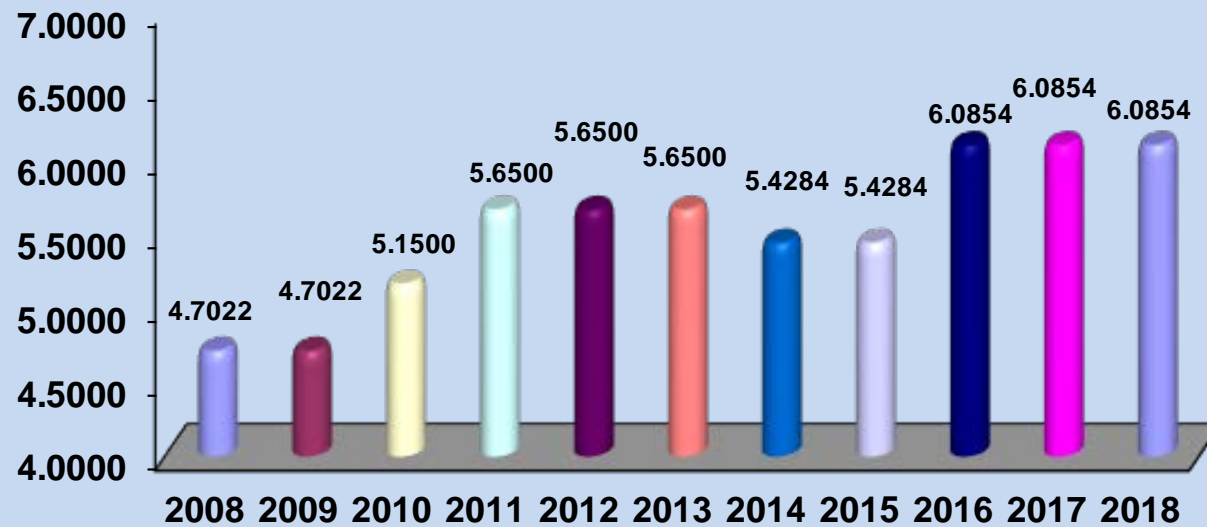
Budget Workshop

September 20, 2018

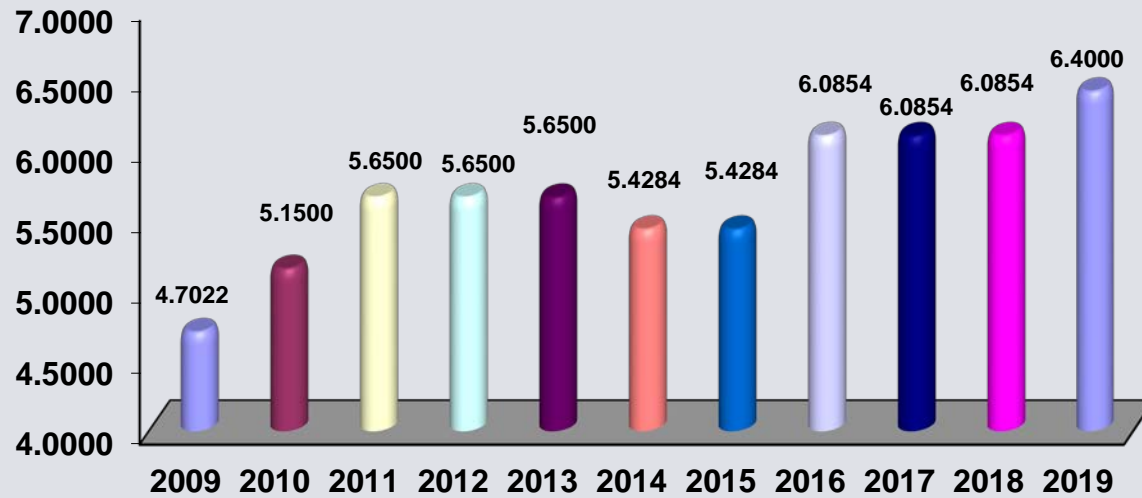
**GENERAL FUND
REVENUE AND EXPENDITURE SUMMARY**

CATEGORY	FY 2018 BUDGET	FY 2019 PROPOSED	CHANGE FROM PRIOR YR	% CHANGE	% OF TOTAL BUDGET
REVENUES					
Ad Valorem Taxes	\$ 9,835,208	\$ 11,294,282	\$ 1,459,074	14.8%	38.9%
Millage Rate FY 2019 6.4					
Utility Service Taxes	3,009,000	3,284,148	275,148	9.1%	11.3%
Other Taxes	2,212,969	2,281,969	69,000	3.1%	7.9%
Permits and Fees	2,432,820	2,520,879	88,059	3.6%	8.7%
Intergovernmental	4,887,240	5,278,320	391,080	8.0%	18.2%
Charges for Services	3,583,152	3,529,530	(53,622)	-1.5%	12.2%
Fines & Forfeitures	90,900	101,400	10,500	11.6%	0.3%
Interest Income	97,951	242,996	145,045	148.1%	0.8%
Rent and Royalties	376,596	366,010	(10,586)	-2.8%	1.3%
Miscellaneous Income	132,050	133,551	1,501	1.1%	0.5%
TOTAL REVENUE	\$ 26,657,886	\$29,033,085	\$ 2,375,199	8.9%	100%
EXPENDITURES					
Personnel Services	\$ 12,736,919	\$ 13,422,677	\$ 685,758	5.4%	46.5%
Operating	12,169,496	12,683,674	514,178	4.2%	43.9%
Capital Outlay	35,450	9,000	(26,450)	-74.6%	0.0%
Grants and Aids	7,500	7,500	0	0.0%	0.0%
Solid Waste Collection	1,236,000	1,288,564	52,564	4.3%	4.5%
Insurance	333,924	366,611	32,687	9.8%	1.3%
Interfund Transfers	20,000	910,000	890,000	4450.0%	3.2%
Contingency	100,000	100,000	0	0.0%	0.3%
Other Obligations	90,308	90,308	0	0.0%	0.3%
TOTAL EXPENDITURE	\$ 26,729,597	\$ 28,878,334	\$ 2,148,737	8.0%	100%
Excess Revenue Over (under) Expenditures	(71,711)	154,751			

CITY OF GREENACRES TAX MILLAGE RATES



TAX MILLAGE RATES



City of Greenacres
Council Agenda Memo
2018.09DM2.03

TO: Mayor and City Council

THROUGH: Andrea McCue, City Manager

FROM: James McInnis, Director of Finance

SUBJECT: TRUTH IN MILLAGE (TRIM) / FY 2019 BUDGET-SECOND PUBLIC HEARING (ORDINANCES 2018-18 AND 2018-19)

DATE: September 20, 2018

COPIES: Glen Torcivia, City Attorney
Joanna Cunningham, City Clerk

BACKGROUND:

Florida Statutes Section 200.065 specifies the procedural steps that must be followed by each unit of local government in the preparation and approval of the government entity's property tax millage, levy, and annual budget. In accordance with these regulations, the certified taxable property values provided by the Palm Beach County Property Appraiser on June 28, 2018 will be used to determine the ad valorem tax proceeds in the calculation of the Fiscal Year (FY) 2018-2019 budget.

Taxing authorities must hold two public hearings to adopt a millage rate and budget. This is the second Public Hearing of the City of Greenacres to adopt a tentative millage rate and budget for fiscal year 2018-19.

The tentative millage rate and the budget must be adopted by separate votes. Pursuant to direction provided by the City Council at the budget workshop on July 30, 2018, staff has prepared the two ordinances required by the Truth in Millage (TRIM) process for approval by the City Council. The ordinance to establish the taxable value and set the ad valorem rate (Ordinance 2018-18) must be passed first, followed by the ordinance to adopt the budget (Ordinance 2018-19). The City Council approved both ordinances on the first reading at the September 6, 2018 City Council Meeting

ANALYSIS:

The first ordinance, 2018-18, establishes the taxable value and sets the ad valorem rate.

The certified total taxable value of \$1,838,261,979 provided by the Property Appraiser's office is \$157,684,947 more than last year's certified taxable value of \$1,680,577,032. This 9.4% increase is due to an increase in property values coupled with new construction. Pursuant to F.S. 200.065, the calculated rolled-back millage rate (ad valorem rate that generates the same amount of property tax revenue on existing properties as last year) is 5.6718 mills.

The tentative property tax rate of 6.4000 mills set by ordinance 2018-18 would generate \$11,764,877 of ad valorem revenue, which is \$1,929,669 more than FY 2018. The millage rate of 6.4000 represents an increase of 5.2% from the FY2018 millage rate of 6.0854.

The second ordinance, 2018-19, adopts an operating budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019. The proposed budget increases expenditures from \$32.8 million in FY 2018 to \$36.5 million in FY 2019. More than half of the increase (55%) was attributable to capital projects as the proposed spending on capital projects increased from \$4.8 million in FY 2018 to \$6.5 million in FY 2019.

FINANCIAL INFORMATION:

The proposed ordinances set the total millage at 6.4000 mills and appropriate \$36,517,822 for the operation of the City in FY 2019.

LEGAL:

The first budget hearing was advertised in the preliminary tax assessment notices as required in F.S. 200.065. The second hearing, to set the millage rate and adopt the FY 2019 budget, is scheduled for September 20, 2018 at 6:00 p.m. at the Greenacres City Hall and will be advertised in a newspaper that has local circulation in the City.

STAFF RECOMMENDATION:

Approval of Ordinances 2018-18 and 2018-19 on second reading.

James McInnis
Director of Finance

JM/dm

Attachments:

1. Ordinance 2018-18
2. Ordinance 2018-19

ORDINANCE NO. 2018-18

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ESTABLISHING A TAXABLE VALUATION AND LEVYING AN AD VALOREM TAX ON PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF GREENACRES, FLORIDA, AS OF THE YEAR ENDING DECEMBER 31, 2018; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with Chapter 200.065 F.S., the Palm Beach County Property Appraiser has certified the tax roll for the City of Greenacres for the purpose of computing an ad valorem tax rate for the fiscal year beginning October 1, 2018 and ending September 30, 2019; and

WHEREAS, in the preparation of the operating budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019, the City of Greenacres Council has utilized the certified taxable valuation in computing the ad valorem tax rate necessary to fund the operating budget.

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

Section 1. For the purpose of setting an ad valorem tax rate for the operating budget, the effective taxable value for all real and personal property for the year 2018 was certified on July 1, 2018 to be \$1,838,261,979. The 2018 certified value was higher by \$157,684,947 (9.38%) than the 2017 final certified value of \$1,680,577,032.

Section 2. For the purpose of funding the operating budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019, the effective taxable value as listed above will be and is hereby taxed at the total rate of 6.400 mills.

Section 3. The millage rate of 6.400 mills applicable to the General Fund Levy, for Fiscal Year 2018 is 12.8% greater than the calculated rolled-back millage rate pursuant

to Section 200.065(1) F.S. of 5.6718 mills that generates the same amount of property tax revenue as last year on existing real and personal property.

Section 4. Repeal of Conflicting Ordinances.

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

Section 5. Severability.

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

SECTION 6. Effective Date.

The provisions of this Ordinance shall become effective October 1, 2018 in accordance with the laws of the State of Florida.

Passed on the first reading this 6th day of September, 2018.

PASSED AND ADOPTED on the second reading this 20th day of September, 2018.

Voted

Joel Flores
Mayor

Paula Bousquet
Deputy Mayor

Attest:

Joanna Cunningham
City Clerk

John Tharp
Council Member, District I

Peter Noble
Council Member, District II

Judith Dugo
Council Member, District III

Jonathan G. Pearce
Council Member, District IV

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia
City Attorney

ORDINANCE NO. 2018-19

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ADOPTING AN OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager, in accordance with provisions of State Law and the City Charter, has submitted a proposed budget to the City Council for the Fiscal Year beginning October 1, 2018 and ending September 30, 2019; and

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

WHEREAS, the City Council has complied with Chapter 200.065 F.S., in the setting of a proposed millage rate and the computation of a roll-back rate; and

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

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

Section 1. For the purpose of fixing the amount of appropriations for the Fiscal Year beginning October 1, 2018, and ending September 30, 2019, it is estimated that revenues will be available to meet budgeted appropriations according to the following sources:

REVENUES **GENERAL FUND**

Ad Valorem Taxes.....	\$ 11,294,282
Utility Taxes.....	3,284,148
Other Taxes	2,281,969
Permits & Fees.....	2,520,879
Intergovernmental	5,278,320
Charges for Services.....	3,529,530
Fines & Forfeitures.....	101,400
Interest Income	242,996
Rents & Royalties.....	366,010

Miscellaneous	133,551
Budgeted Fund Balance Surplus.....	<u>(130,359)</u>

Total Revenues - General Fund \$ 28,902,726

SPECIAL REVENUE FUNDS

Forfeitures Fund

Florida State Statute 932.7055 Prohibits Budgeting Anticipated Revenue.....	N/A
Use of Fund Balance.....	\$ <u>115,782</u>

Sub-Total Forfeitures Fund \$ 115,782

Arboreous Fund

Revenue – Contributions, Interest Earned, Impact Fees.....	\$ 3,673
Use of Fund Balance.....	<u>3,327</u>

Sub-Total Arboreous Fund \$ 7,000

Fire Rescue Donations and Contributions Fund

Revenue – Contributions & Interest Earned	\$ 210
Use of Fund Balance.....	<u>1,299</u>

Sub-Total Public Safety Donation and Contributions Fund \$ 1,509

Youth Programs Fund

Revenue - Intergovernmental Grants, Fees, Contributions	\$ 650,914
Budgeted Fund Balance Surplus.....	<u>(10,521)</u>

Sub-Total Youth Programs Fund..... \$ 640,393

Total Revenues - Special Revenue Funds \$ 764,684

DEBT SERVICE FUND

Public Facility Improvement Notes

Interest Earned.....	\$ 7,909
Interfund Transfer.....	410,000
Budgeted Fund Balance Surplus.....	<u>(14,649)</u>

Total Revenues - Debt Service Fund \$ 403,260

CAPITAL PROJECTS FUNDS

Revenue New Growth Fund	\$ 293,136
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Revenue Parks and Recreation	5,425
Revenue Reconstruction & Maintenance	995,801
Revenue Infrastructure Surtax	4,505,569
Use of Fund Balance	<u>647,221</u>

Total Revenues - Capital Projects Funds..... \$ 6,447,152

Total Revenues Available \$ 36,517,822

Section 2. For the purpose of financing the operations of the City of Greenacres, Florida, for the Fiscal Year beginning October 1, 2018 and ending September 30, 2019, there is hereby appropriated from taxes and other revenues and sources received by the City of Greenacres, the following amounts:

APPROPRIATIONS

GENERAL FUND

Administration	\$ 1,305,419
Finance	1,584,240
Planning and Engineering	604,716
Public Works	3,085,512
Public Safety	7,171,841
Leisure Services.....	934,726
Building	1,079,597
Non-Departmental.....	12,126,675
Interfund Transfers.....	910,000
Contingency	<u>100,000</u>

Total General Fund Appropriations \$ 28,902,726

SPECIAL REVENUE FUNDS

Forfeitures Fund.....	\$ 115,782
Arboreous Fund	7,000
Public Safety Donation & Contribution Fund	1,509
Youth Programs Fund	<u>640,393</u>

Total Special Revenue Appropriations..... \$ 764,684

DEBT SERVICE**Public Facility Imp. Notes**

Principal	\$	320,560
Interest	\$	<u>82,700</u>

Total Debt Service Fund Appropriations.....	\$	403,260
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CAPITAL IMPROVEMENT FUNDS

New Growth	\$	440,000
Parks and Recreation.....		501,000
Reconstruction & Maintenance		1,597,498
Infrastructure Surtax.....		3,908,654
Interfund Transfers.....		<u>0</u>

Total Capital Funds Appropriations	\$	6,447,152
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Total Appropriations	\$	<u>36,517,822</u>
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Section 3. Repeal of Conflicting Ordinances

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

Section 4. Severability

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

Section 5. Effective Date

The provisions of this Ordinance shall become effective October 1, 2018 in accordance with the laws of the State of Florida.

Passed on the first reading this 6th day of September, 2018.

PASSED AND ADOPTED on the second reading this 20th day of September, 2018.

Voted

Joel Flores
Mayor

Paula Bousquet
Deputy Mayor

Attest:

Joanna Cunningham
City Clerk

John Tharp
Council Member, District I

Peter Noble
Council Member, District II

Judith Dugo
Council Member, District III

Jonathan G. Pearce
Council Member, District IV

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia
City Attorney

PROCLAMATION



OF THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, PROCLAIMING SEPTEMBER 15 – OCTOBER 15, 2018 AS “NATIONAL HISPANIC HERITAGE MONTH”.

WHEREAS, from America’s earliest days, Hispanic Americans have played a prominent and important role in our national heritage; and

WHEREAS, Hispanic Americans continue to embody the pioneering spirit of America today; and

WHEREAS, Hispanic Americans lift up our communities and our economy as entrepreneurs, executives and small business owners and make contributions in areas of science, art, music, politics, academia, government and sports; and

WHEREAS, Hispanic American-owned small businesses are the fastest growing businesses in America at a pace 15 times the national average over the last decade with more than 3 million Hispanic American businesses; and

WHEREAS, Hispanic Americans serve with honor in all branches of the Armed Forces, continuing a strong legacy of dedication to our country that has seen the Medal of Honor awarded to 60 Hispanic Americans; and

WHEREAS, Hispanic Americans strengthen our bonds with our Latin American neighbors with whom we share a rich history and unite with them in hemispheric solidarity based on a shared commitment to democratic principles.

NOW, THEREFORE, I, Joel Flores, Mayor of the City of Greenacres, do hereby proclaim September 15 – October 15, 2018 as “National Hispanic Heritage Month” in Greenacres and urge all citizens to honor the achievements and contributions made by all Hispanic Americans to our great country.

Given under my Hand and Seal of the City of
Greenacres, Florida this 20th day of September,
2018

Joel Flores, Mayor

Attest:

Joanna Cunningham, City Clerk

PROCLAMATION



OF THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, PROCLAIMING SEPTEMBER 28, 2018 AS "CHILDHOOD CANCER AWARENESS DAY".

WHEREAS, the National Cancer Institute (NCI) and the American Cancer Society (ACS) report cancer as the leading cause of death by disease among U.S. children between 0 and age 19, and

WHEREAS, childhood cancer spares no one, affecting kids from every race, color, ethnicity and socioeconomic status, and

WHEREAS, each year 150 children in Palm Beach County are diagnosed with cancer, and

WHEREAS, childhood cancer does not just affect the child, but also impacts parents, grandparents, loved ones, friends, neighbors, and communities, and

WHEREAS, a diagnosis of childhood cancer has a devastating financial and emotional impact on the family, and

WHEREAS, Pediatric Oncology Support Team (POST) was founded to raise awareness and advocate for childhood cancer fighters, and to provide the child and their families with the emotional and financial help they desperately need, and

WHEREAS, September has been designated as Childhood Cancer Awareness Month, and

WHEREAS, POST is asking all those who live or work in Palm Beach County to "Go Gold" on September 28, 2018 to help raise awareness of childhood cancer,

NOW, THEREFORE, I, Joel Flores, Mayor of the City of Greenacres, do hereby proclaim September 28, 2018 as "Childhood Cancer Awareness Day" in Greenacres.

Given under my Hand and Seal of the City of
Greenacres, Florida this 20th day of September,
2018

Joel Flores, Mayor

Attest:

Joanna Cunningham, City Clerk



OFFICIAL MINUTES

**CITY OF GREENACRES
5800 Melaleuca Lane
Greenacres, FL 33463**

**CITY COUNCIL MEETING
Monday, August 20, 2018 - 7:00 P.M.**

1. Call To Order and Roll Call.

Mayor Flores called the City Council Meeting of Monday, August 20, 2018 to order at 7:00 p.m.
City Clerk Joanna Cunningham called the roll.

ROLL CALL:

Council Present:

Joel Flores, Mayor
Paula Bousquet, Deputy Mayor
John Tharp, Councilman
Peter A. Noble, Councilman
Judith Dugo, Councilwoman
Jonathan G. Pearce, Councilman

Attendees from Public: 39
Press: 1

Staff Present:

Andrea McCue, City Manager
Glen J. Torcivia, City Attorney
Joanna Cunningham, City Clerk/PIO
Jim McInnis, Director/Finance
Suzanne Skidmore, Director/Human Resources
Kara L. Irwin-Ferris, Director/Planning & Engineering
Osniel Leon, Senior Planner/Planning & Engineering
Brian Fuller, Asst. Fire Chief/Fire Rescue
Melody Larson, Assistant City Clerk
Major Steve Mattino/PBSO
Captain Tristram Moore/PBSO

2. Pledge of Allegiance to the Flag.

Mayor Joel Flores led the Pledge of Allegiance.

3. Comments From the Public for Agenda Items Only.

Mayor Flores asked if there were comments from the public; hearing none, he continued with the Agenda.

4. Agenda Approval.

- A.** Additions, deletions, or substitutions to the Agenda.
- B.** Motion to approve and adopt entire agenda as set.

Mayor Flores inquired if there were any additions, deletions or substitutions to the Agenda; hearing none, he called for a motion.

MOTION: Councilwoman Dugo made a motion to approve the Agenda. Deputy Mayor Bousquet seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Councilman Tharp, Councilman Noble, Councilwoman Dugo, and Councilman Pearce.

Motion carried: 5 - 0.

5. Special Business.

- A. **Proclamation:** "MDA/Firefighter Appreciation Month" Proclamation - Joel Flores, Mayor.

City Clerk Joanna Cunningham read the proclamation into the record. Photos were taken. MDA representative Janece Washington thanked Greenacres Fire Rescue for filling the boot for MDA. Greenacres residents Nadine Curbia and her son thanked and acknowledged Greenacres Fire Rescue for not only responding to emergencies but also for their time and dedication to many other community events. Assistant Fire Chief Brian Fuller reported that two out of the last three years, Greenacres Fire Rescue has been the highest grossing fire station in the County.

- B. **Proclamation:** "Light It Up Green for Muscular Dystrophy" Proclamation - Joel Flores, Mayor.

City Clerk Cunningham read the proclamation into the record. Photos were taken. Nadine Curbia founder and creator of "Light It Up Green for Muscular Dystrophy" awareness. The goal of the campaign is to shine a light by illuminating local landmarks like the Jupiter Lighthouse in green. This campaign reached across the globe to countries like Australia, Ireland, England and Canada.

- C. **COPS Update by Bob Clements** - Joel Flores, Mayor.

Capt. Tristram Moore announced that District 16 now has a full Citizens On Patrol (COPS) unit in Greenacres. Volunteer Commander Bob Clements introduced each unit member and reported on the training taking place at 301 Swain Boulevard. He thanked the Mayor and Council for their support and urged citizens to get involved.

6. Consent Agenda.

- A. Mayor Flores asked Council if they wished to pull any of the two (2) Consent Agenda items; hearing none, he called for a motion.

1. **Official Minutes:** Special City Council Budget Meeting Minutes of July 30, 2018 – Joanna Cunningham, City Clerk.
2. **Resolution No. 2018-30:** Changing the meeting time of the Regular City Council meetings – Andrea McCue, City Manager.

MOTION: Deputy Mayor Bousquet made a motion to approve the two (2) Consent Agenda items. Councilman Tharp seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Councilman Tharp, Councilman Noble, Councilwoman Dugo, and Councilman Pearce.

Motion carried: 5 - 0.

7. **Regular Agenda:**

- A. **PUBLIC HEARING** **Ordinance No. 2018-15:** Second Reading; Amending Chapter 15 entitled “Utilities” to amend Article II, by creating a new Division 1 for the existing sections to be entitled “Billed Residential Solid Waste Collection Services” and creating a new Division 2, to be entitled “Residential Solid Waste Collection Services Assessment”, to provide for the levy and collection of a residential solid waste collection services assessment related to those services within the City of Greenacres; providing definitions and findings; authorizing the imposition and collection of a residential solid waste collection services assessment; establishing procedures for notice and adoption of the residential solid waste collection services assessment roll and for correcting errors and omissions; providing that residential solid waste collection services assessments constitute a lien on assessed property upon adoption of the residential solid waste collection services assessment roll; establishing procedures and methods for the collection of a residential solid waste collection services assessment; establishing the priority of the lien over prior recorded liens or mortgages; providing for repeal of conflicting ordinances; providing for severability; providing for inclusion in code; and providing for an effective date; pursuant to Staff Memo.– James McInnis, Finance Director.

City Clerk Joanna Cunningham read Ordinance 2018-15 into the record on second reading.

Finance Director Jim McInnis reported that the purpose of Ordinance 2018-05 is to provide procedures and standards for the imposition of a solid waste collection assessment on individual property tax bills. The City will no longer bill residents directly for solid waste collection/recycling. He noted that condominium owners would be the most affected since solid waste collection fees are included in their monthly or quarterly maintenance fees paid to homeowner associations. Homeowner associations/property management firms will no longer be billed for garbage collection; fees will be assessed individually per unit. He noted that it will be the responsibility of the homeowner associations/property managers to reflect those changes in their annual budgets.

He noted that there were minor changes to this Ordinance from first reading. Concurrent with this Ordinance is Resolution 2018-27 which has been rescheduled for public hearing on September 6, 2018 to set the assessment rates and provide for public comment. He explained that the same three (3) rate tiers will be used; therefore, staff recommends approval of Ordinance 2018-15.

Mayor Flores called on Councilmembers for comments.

Councilman Tharp asked Director McInnis to respond directly to public concerns.

Deputy Mayor Bousquet asked if tonight's meeting was a public hearing. She emphasized the need for staff to clarify the City's intent to homeowner associations since most believe they are being double-taxed.

Councilman Noble agreed, that residents are believing they are being charged double.

Councilman Pearce believed it was Council's responsibility to respond to resident's concerns in their respective district.

City Manager McCue clarified that the City's notification directed residents to contact staff with any questions or concerns. If Council desires a different response, staff was open to direction.

Councilmembers commented that if inquiries were addressed directly to Council then Council should respond, otherwise allow staff to reply; written complaints via the City's website have been answered; questioned whether public inquiries are considered public record, and responses should be handled by staff.

Mayor Flores called on Councilmembers for comments; hearing none, he opened the meeting to the public. He asked if anyone was in favor of, or opposed to, Ordinance 2018-15 to come forward. Seeing no one come forward, he closed the meeting to the public and called for a motion.

MOTION: Councilman Pearce made a motion to approve Ordinance 2018-15 on second reading. Councilman Tharp seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Councilman Tharp, Councilman Noble, Councilwoman Dugo, and Councilman Pearce.

Motion carried: 5 - 0.

Mayor Flores announced that the next agenda item is a quasi-judicial hearing item.

- B. QUASI-JUDICIAL PUBLIC HEARING Ordinance No. 2018-09:** First Reading; Approving the application for a zoning change for one parcel of land totaling approximately 2.87 acres, located at 4998 10th Avenue North, from Commercial

General (CG) to Commercial Intensive (CI), as requested by the owner, Federated Industries Inc.; providing for changes to the Official Zoning Map; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date; pursuant to Staff Memo and Staff Report. – Kara Ferris, Planning & Engineering Director.

City Clerk Joanna Cunningham read Ordinance 2018-09 into the record on first reading. She then swore in those persons who would be providing testimony.

Mayor Flores called for ex-parte communications from Council. Councilmembers Tharp, Noble, Dugo and Pearce confirmed having no communications related to Ordinance 2018-09. Mayor Flores disclosed receiving an email from Tom Hardy, the Director of Engineering for RaceTrac to which he replied thanking Mr. Hardy for opening the first RaceTrac on Lake Worth Road and mentioned that the second proposed RaceTrac location was not part of the City's vision for that area. Deputy Mayor Bousquet disclosed receiving an email but did not reply.

Attorney Tara Duhy, of Lewis, Longman and Walker, representative for the applicant introduced her team and submitted resumes of the professional team for the record. She explained the quasi-judicial process and believed that her client was entitled to the rezoning request.

Attorney/Certified Planner Seth Behn, explained that the request is to rezone a 2.87-acre site located at 4998 10th Avenue North from a Commercial General (CG) to a Commercial Intensive (CI) zoning designation to allow for the construction of a convenience store with fuel sales (RaceTrac). He would be addressing if the CI zoning district is consistent with the underlying land use designation of the City's Comprehensive Plan.

Mr. Behn reviewed the proposal's compliance with each of the ten (10) zoning change criteria listed in the staff report related to density, intensity, setbacks, lot size, transitional zone, compatibility with surrounding properties; proximity to schools/residential areas and the non-conforming fuel stations along 10th Avenue North.

Planning and Engineering Director Kara L. Ferris entered the case file into the record.

Senior Planner Osniel Leon described the request to rezone the subject site that was originally developed as a pharmacy with a drive-thru lane. He explained that the applicant proposes to demolish the existing structure and build a one-story convenience store with fuel sales which is not permitted in a CG zoning district. Adjacent residential properties and John I. Leonard High School are zoned Residential-Low (RL) and PBC Medium Residential (PBC RM) and would be incompatible with the proposed rezoning. Additionally, the proposed rezoning would open up development of the site to all permitted and special exception uses which is inconsistent with the other three (3) corners of the intersection of 10th Avenue North and South Haverhill Road.

Senior Planner Leon discussed the spheres of activity identified in the City's Comp Plan and the areas where full service gas stations are allowed. He stated staff

believes the proposed zoning request is inconsistent with the City's Comp Plan and incompatible with surrounding uses. The Planning Commission recommended denial by a vote of 5-2; therefore, staff recommends denial of ZC-18-01 and Ordinance 2018-09.

Director Ferris testified that the applicant suggested adding a condition of approval and a notation on the City's Zoning Map. She stated that zoning changes are incorporated into the City's Zoning Map; however the City does not add notations to the map. As Mr. Behn mentioned earlier, the City would be opening a "Pandora's box" of uses by granting this rezoning request. It is staff's professional opinion that the site is inappropriate for the proposed use. The 10th Avenue North Corridor and Mixed Use Development-Original Section (MXD-OS) zoning district set certain limitations. Yes, there are four (4) existing non-conforming gas stations City-wide that cannot be modified due to their non-conformities. Upon annexing into the City, staff designates the best zoning designations consistent with the land use designation. There are many ways to determine densities and intensities for sites, not just lot coverage other factors are considered. Director Ferris stated staff recommends denial of ZC-18-01.

Attorney Duhy stated she was aware of City staff looking at Comp Plan policies related to the location of commercial nodes. She emphasized that the subject site has remained vacant for the past several years; therefore, the future land use policy does not apply in this case. The applicant submitted both a zoning change and a special exception application wherein a conceptual site plan could have been reviewed; however, at staff's direction, the applicant was asked to move forward with only the rezoning. Regarding rezoning conditions, they are done throughout the State. She cited City Code Sec. 16-154 relating to Council's ability to stipulate a timeframe for development and apply conditions of approval. Earlier comments about special exception criteria also do not apply. Attorney Duhy hoped that their project could be part of the City's vision for the area and asked for Council's consideration in this matter.

Director Ferris noted that the City does not add conditions of approval for rezonings and she did not mention special exception criteria in her rebuttal.

Mayor Flores called on Councilmembers for comments; hearing none, he opened the meeting to the public. He asked if anyone was in favor of, or opposed to, Ordinance 2018-09 to come forward. Seeing no one come forward, he closed the meeting to the public.

Councilwoman Dugo asked for the number of non-conforming fuel stations in the City. She asked if the City was not allowing them to improve their sites because of their non-conformity.

Director Ferris reported that at the southeast and southwest corners of S. Jog Road and 10th Avenue North are the Sunoco and Exxon stations, the Circle K and a convenient store with fuel sales on 10th Ave North are also all non-conforming. She explained those sites are limited based on the overall assessed value and the cost of the renovations, and emphasized that they cannot expand.

Councilman Noble questioned the proximity to schools.

Senior Planner Leon explained the distance requirements to churches and schools and that the applicant had also filed for a variance.

Mayor Flores noted how the applicant measured the distance starting from the canopy to the middle of the road when it should be from residential boundary line to boundary line.

Director Ferris clarified that the applicant was showing that they meet the transitional zoning requirements from residential properties.

Councilman Pearce commended Attorney Duhy and her client for building their current site located on the northwest corner of Sherwood Forest Boulevard and Lake Worth Road. He believed the proposed rezoning request should be granted and suspected some protectionism was involved.

Councilman Noble noted the recent widening of South Haverhill Road south to Lantana Road and asked if the widening project would continue north to 10th Avenue North.

Director Ferris confirmed that the area of 10th Avenue North and South Haverhill Road had already been widened.

MOTION: Councilman Pearce made a motion to approve Ordinance 2018-09 on first reading. Councilwoman Dugo seconded the motion.

VOTE ON THE MOTION: **In Favor:** Councilman Pearce and Councilwoman Dugo.
Opposed: Deputy Mayor Bousquet, Councilman Tharp and Councilman Noble.

Motion failed: 2 - 3.

- C. Ordinance No. 2018-12:** First Reading; Amending the Capital Improvement Element of the City's Comprehensive Plan to reflect recent changes, as requested by the Planning and Engineering Department; providing for repeal of conflicting ordinances; providing for severability; providing for transmittal to the Division of Community Development; providing for inclusion in the Comprehensive Plan; and providing for an effective date; pursuant to staff memo and staff report. – Kara Ferris, Planning & Engineering Director.

City Clerk Joanna Cunningham read Ordinance 2018-12 into the record on first reading.

Senior Planner Leon stated that this is the annual request to update the City's Capital Improvement Element of the City's Comprehensive Plan. The update includes updates from capital improvement programs adopted by the County and the Palm Beach County School District that impact the City. He provided a brief history of the 1985 Growth Management legislation and stated the proposal is

consistent with Chapter 163, F.S. and the Treasure Coast Regional Planning Council's Strategic Regional Planning Policy; therefore, staff recommends approval of Ordinance 2018-12.

MOTION: Councilman Pearce made a motion to approve Ordinance 2018-12 on first reading. Deputy Mayor Bousquet seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Councilman Tharp, Councilman Noble, Councilwoman Dugo, and Councilman Pearce.

Motion carried: 5 - 0.

- D. **Resolution No. 2018-29:** Authorizing the Traffic Control Jurisdiction Agreement, Exhibit "A", between the City of Greenacres – Palm Beach County Sheriff's Office (PBSO) District 16, and the Reserve at Summit Homeowners Association, located on the west side of Ranchette Road approximately 275 feet south of Summit Boulevard; and authorizing the appropriate city officials to execute the Traffic Control Jurisdiction Agreement; pursuant to Staff Memo- Kara Ferris, Planning & Engineering Director.

Joanna Cunningham, City Clerk, read Resolution 2018-29 into the record.

Director Ferris explained that this is a housekeeping item that has been approved by the City's traffic engineer, PBSO and the City Attorney.

MOTION: Councilman Pearce made a motion to approve Resolution 2018-29 as presented by staff. Councilwoman Dugo seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Councilman Tharp, Councilman Noble, Councilwoman Dugo, and Councilman Pearce.

Motion carried: 5 - 0.

- D. **Bid Award of RFQ No. 18-004:** Award RFQ No. 18-004 Consulting Services for City Visioning and Strategic Action Plan in the amount of \$95,000 to Redevelopment Management Associates, pursuant to Staff Memo. – James McInnis, Finance Director.

Finance Director Jim McInnis described that the purpose of RFQ 18-004 is to hire a consultant to help promote redevelopment, provide sustainable growth and a diversified tax base. Following the selection committee process, the firm Redevelopment Management Associates, LLC received the highest ranking. Therefore, staff requests approval to enter into agreement with RMA, LLC in the amount of \$95,000.

Mayor Flores called on Councilmembers for comments.

MOTION: Councilman Pearce made a motion to award Bid RFQ 18-004 to Redevelopment Management Associates. Deputy Mayor Bousquet seconded the motion.

Discussion on the Motion:

Councilman Noble asked if payments to RMA would be staggered as services are provided.

Director McInnis explained that a purchase order would be generated and as items were completed, payments would be released.

Mayor Flores called for a motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Councilman Tharp, Councilman Noble, Councilwoman Dugo, and Councilman Pearce.

Motion carried: 5 - 0.

8. Comments from the Public.

Major James Paglialungo of 5905 South 37th Street thanked PBSO for providing him with useful information.

Samuel Pierre, property owner of 4103 Windmill Palm Way and 536-538 Fleming Avenue requested Council's assistance with resolving his solid waste account.

City Manager McCue reported meeting with Mr. Pierre and Director McInnis to discuss the \$8000 owed the City in unpaid solid waste collection fees since 2007. Mr. Pierre stated that the municipality where he currently resides bills residents for water and garbage collectively. In Greenacres, however, garbage pickup is billed separately and service continues even when payments are not made, due to health and safety reasons. Although Mr. Pierre stated he did not understand what the bill was for, it does not absolve him from the responsibility of paying. She explained there is no mechanism in the Code that provides for the waiving of such fees. In 2015, Mr. Pierre made payment arrangements with the City; however, non-payment continued. Approximately a week ago, Mr. Pierre again made payment arrangements.

Councilman Noble asked for Mr. Pierre's annual garbage rate and penalties.

Director McInnis explained that Mr. Pierre owns two properties, one single-family home and one duplex. The last bill for the duplex was \$98.76 for 6 months for two units. Penalties accrue at 1%.

Councilwoman Dugo admonished Mr. Pierre for not paying his garbage bill all those years and stated that Council cannot discriminate.

Councilman Pearce asked the City Attorney about payment arrangements requiring Council approval.

City Manager McCue explained that Code does provide for payment arrangements which were made a week earlier in the amount of \$50/month which stopped the penalties from accruing to date. Payments must continue until the balance is paid (approximately 10 years).

The Mayor, Councilmembers and staff discussed the “agreed to” payment arrangements being unfair to other residents; the City renegotiating payment arrangements; Council getting involved in administrative/operational areas; Council’s inability to take action on such cases; amending City ordinance to make exceptions; making errors in billing; taking into consideration hardships; applying leniency.

Cathy Fonrose of 436 Jennings Avenue, requested additional information on the garbage billing transfer to the property tax bill and reported problems with the drainage on her street.

City Manager McCue explained the garbage bill transfer and took note and offered to look into the drainage issues on the 400 block of Biscayne and 4th Street.

9. Discussion Items:

A. City Manager Evaluation Discussion. – Joel Flores, Mayor.

Mayor Flores commended City Manager McCue on her quality of work, her professionalism and on a great year and was looking forward to FY19. The focus for the new fiscal year would be to clean up the City through Code Enforcement and find creative ways to generate revenue.

Councilman Pearce commended City Manager McCue on a great job and proposed a \$7500 bonus.

Deputy Mayor Bousquet reminded Councilmembers that Council cannot award bonuses using taxpayer’s money. She stated that Ms. McCue inspires creativity, discovers new ways to generate revenue, schedules amazing events, and has built many inter-agency relationships. Her past experience has brought new ideas to the City. Ms. McCue exceeds expectations and deserves more than the standard 4% merit increase, but believed that Ms. McCue would decline the offer.

Councilwoman Dugo thanked Ms. McCue for coming to Greenacres and stated that the City was lucky to have her. She deferred to the City Attorney about exceeding the standard 4% merit increase.

City Attorney Glen Torcivia explained that there are two compensation provisions in her contract. The contract allows Council to grant the City Manager a 1.5% Cost of Living Adjustment (COLA) and recommend a higher or lower 2.5% merit increase.

Human Resources Director Suzanne Skidmore clarified that the City Manager’s

contract allows Council to grant the 1.5% COLA and based on performance, a higher or lower merit increase than the standard 2.5% granted to employees. She reported that starting October 1, 2018, the merit increases for general employees would be increased to a maximum of \$4.5%.

Councilman Noble agreed with the great job Ms. McCue has been doing. The difficulty and cost to hire and train a new city manager justified awarding Ms. McCue a 1.5% COLA and a 4.5% maximum merit increase.

Councilman Tharp echoed similar praises on the amazing job Ms. McCue has done and recalled how she entered her employment during a difficult time for the City. He thanked her for her dedication.

City Manager McCue thanked the Mayor and Council for their kind comments. She stated, "you are as good as the people you are surrounded by", and in the past three years she is appreciative of their education on a daily basis. She wanted to recognize great employee performance in FY19. and the City is now able to make positive changes and if the criteria is met, the City can award employees while not impacting the budget. A performance-based merit system has been designed for employees meeting expectations, exceeding expectations or greatly exceeding expectations. Her job description and criteria change often based on Council's goals and she must be flexible and able to adapt to such changes. Meeting expectations was her self-evaluation.

Mayor Flores called for a consensus on a 1.5% COLA and a 4.5% merit increase.

Deputy Mayor Bousquet: Yes.

Councilman Tharp: Yes.

Councilman Noble: Yes.

Councilwoman Dugo: Yes.

Councilman Pearce: Yes, higher.

Consensus: Award City Manager McCue with a 1.5% COLA and a 4.5% merit increase.

MOTION: Councilman Pearce made a motion to award a \$7500 merit increase to City Manager McCue. Deputy Mayor Bousquet seconded, then immediately withdrew, her second to the motion.

Motion failed.

Councilwoman Dugo asked if the \$7500 merit increase included the 1.5% COLA.

Councilman Pearce clarified that Ms. McCue would receive the 1.5% COLA plus a \$7500 merit increase.

MOTION: Councilman Pearce moved to grant City Manager McCue a 1.5% COLA and a \$7500 merit increase. Councilman Noble seconded the motion.

**VOTE ON
THE MOTION:**

In Favor: Deputy Mayor Bousquet, Councilman Tharp, Councilman Noble, Councilwoman Dugo, and Councilman Pearce.

Motion carried: 5 - 0.

B. Employee Incentive (Bonus) Council Policy – Glen Torcivia, City Attorney.

City Attorney Torcivia noted that although Council cannot award bonuses to the City Manager pursuant to her contract; Council can award merit increases. Employees also have a merit plan. There are specific ways to establish a bonus program but it must be offered to all employees.

Councilman Pearce shared a document with the Mayor and Councilmembers regarding Town of Palm Beach's bonus program and requested that it be entered into the record. He suggested that Council direct the City Manager to establish a similar policy.

Councilmembers, the Mayor and City Attorney discussed who administers a bonus program; city administrators administer extra compensation programs for all employees; cautioned that with a budget deficit and an increase in the millage rate, Council should keep those factors in mind; the City Manager is currently working on an incentive program and this discussion was premature; this new bonus program would be in addition to the COLA and merit increases and would be tied to the program that generates additional revenue like the passport services; bonuses being tied directly to only programs implemented that generate additional revenue; have the City Manager and City Attorney review this matter and present their findings to Council.

10. Staff Comments:

A. City Manager's Report.

City Photo Contest

City Manager McCue reported that the photo contest was still ongoing through September 7th with seven (7) entries received to date.

September Budget Hearings

She reminded Council of the two (2) September Budget hearings scheduled for September 6th and 20th to be held at 6:00 pm and that Council meetings beginning October 1st would begin at 6:00 pm.

Food Truck Invasion

She announced that the Food Truck days are back on Fridays, and the first one will be held on August 31st.

Palm Beach Central High School

City Manager McCue thanked Greenacres Fire Rescue and PBSO for their quick response to the recent shooting at the school.

B. City Attorney's Report.

City Attorney Torcivia reported hearing a lot about Home Rule at the Florida League of Cities conference.

11. Mayor and City Council Reports.

District V: Deputy Mayor Bousquet recently learned that there is no current criteria for determining if time extensions for development orders are warranted and requested research be done for a future policy.

District IV: Councilman Pearce thanked Gregg Weiss, candidate for County Commissioner, District I for attending.

District III: Councilwoman Dugo had nothing to report.

District II: Councilman Noble had nothing to report.

District I: Councilman Tharp noted that the City of Delray Beach has an old street cleaner and wanted to see something similar in Greenacres.

Mayor: 2018 Florida League of Cities Conference (FLC)

The Mayor and Council completed their annual ethics training and heard a great deal about Home Rule. He urged residents to get involved and sign the petition on FLC's website.

Farm Share Event

The Mayor called for 50 volunteers to help with this event to be held on October 6th with State Representative Lori Berman. The event starts at 8:00 a.m. and he invited the PBSO Explorers and Councilmembers to get involved.

FY19 Budget

With the possible adoption of another \$25,000 homestead exemption, a possible budget deficit in FY19, and an increase in the millage rate, Mayor Flores cautioned Council about adding more positions and bonuses and urged them to be cognizant of the City's Budget.

12. Adjournment.

Deputy Mayor Bousquet moved to adjourn the meeting, seconded by Councilwoman Dugo. The meeting adjourned at 9:13 p.m.

CITY COUNCIL

Respectfully submitted,

Joel Flores
Mayor

Joanna Cunningham, MMC
City Clerk

Date Approved: _____

/mel

Attachments

RESOLUTION NO. 2018-28

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING ADDENDUM FOUR (4) TO THE LAW ENFORCEMENT SERVICES AGREEMENT (LESA) WITH THE PALM BEACH COUNTY SHERIFF'S OFFICE (PBSO); PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, the LESA was executed on or about August 10, 2015, with an effective date of February 1, 2016, and has been subsequently adjusted through Addendums one (1) through three (3); and

WHEREAS, the CITY and PBSO have discussed service levels and a determination has been made that adjustments are in the best interest of the City; specifically, the addition of one (1) Deputy Sheriff – Community Policing Officer; and two (2) School Crossing Guards; and

WHEREAS, based upon the additional services and the stated cost increase established by PBSO, the annual expenditure for law enforcement services shall be \$9,964,362.00 for FY2019; and

WHEREAS, the terms and conditions of these additional agreements were reduced to writing and entitled Addendum four (4) to the LESA.

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

Section 1. The City Council of the City of Greenacres desires to increase its service level with the Palm Beach County Sheriff's Office.

Section 2. The City Council of the City of Greenacres hereby authorizes the appropriate City Officials to execute Addendum four (4) to the LESA as attached hereto.

Section 3. The City Clerk is hereby directed to transmit two (2) originals of Addendum four (4) to the Palm Beach County Sheriff's Office.

Section 4. This Resolution shall be effective immediately upon adoption.

RESOLVED AND ADOPTED this 20th day of September, 2018.

Voted

Joel Flores
Mayor

Attest:

Joanna Cunningham
City Clerk

Paula Bousquet
Deputy Mayor

John Tharp
Council Member, District I

Peter Noble
Council Member, District II

Judith Dugo
Council Member, District III

Jonathan Pearce
Council Member, District IV

Approved as to Form and Legal Sufficiency:

Glen Torcivia
City Attorney

FOURTH ADDENDUM TO THE LAW ENFORCEMENT SERVICE AGREEMENT
SHERIFF RIC L. BRADSHAW AND GREENACRES

This Fourth Addendum to the Law Enforcement Service Agreement is made by and between The City of Greenacres (hereinafter referred to as "City"), located in Palm Beach County, and Ric L. Bradshaw, Sheriff of Palm Beach County, Florida (hereinafter referred to as "Sheriff"). Greenacres and the Sheriff shall hereinafter be referred to as the "Parties."

WHEREAS, the Parties executed a Law Enforcement Service Agreement effective February 01, 2016, a First Addendum effective October 01, 2016, a Second Addendum effective February 01, 2016, and a Third Addendum effective October 01, 2017 (the "Agreement"), by which the Sheriff agreed to perform law enforcement services; and

WHEREAS, the Parties wish to adjust the level of service by the addition of one (1) Deputy Sheriff, and two (2) School Crossing Guard Posts, and set forth the consideration for the contract term beginning October 01, 2018 through September 30, 2019.

NOW, THEREFORE, in consideration of the mutual covenants herein contained the receipt and sufficiency of which are hereby acknowledged, it is agreed upon as follows:

1. The level of service has been modified by the addition of one (1) Deputy Sheriff, and two (2) School Crossing Guard Posts. The level of service and allocations for the City are reflected in revised Exhibit B, attached and incorporated as if fully stated herein. Revised Exhibit B hereby replaces former Exhibit B to the Agreement and is effective October 01, 2018.
2. Article 6, Section 6.1 of the Law Enforcement Service Agreement is amended as to the total amount due for services for the period beginning October 01, 2018 through September 30, 2019 as follows: The total amount due for the annual period referenced above shall be \$9,964,362.00. Four monthly payments for the period beginning October 01, 2018 through January 31, 2019 shall be \$819,618.08. Eight monthly payments for the period beginning February 01, 2019 through September 30, 2019 shall be 835,736.21.
3. In all other respects and unless otherwise stated, the terms and conditions of the Agreement, shall continue unchanged and in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Addendum to the Agreement as of the last date all signatures below are affixed.

ATTEST:

CITY OF GREENACRES

By: _____
Joanna L. Cunningham, City Clerk

By: _____
Joel Flores, Mayor

Dated: _____

ATTEST:

SHERIFF OF PALM BEACH COUNTY

By: _____
Ronald Mattino, Major

By: _____
Ric L. Bradshaw, Sheriff

Dated: _____

Exhibit B*

The level of service has been modified by the addition of one (1) Deputy Sheriff and two (2) School Crossing Guard Posts, effective October 01, 2018.

Previous District 16 Allocations		Current District 16 Allocations	
Title	Quantity	Title	Quantity
Captain	1	Captain	1
Lieutenant	1	Lieutenant	1
Sergeant	8	Sergeant	8
Sergeant - Street Crimes	1	Sergeant - Street Crimes	1
Deputy Sheriff	27	Deputy Sheriff	28
Deputy Sheriff - Motor	2	Deputy Sheriff - Motor	2
Deputy Sheriff - Street Crimes	4	Deputy Sheriff - Street Crimes	4
Deputy Sheriff - Traffic	1	Deputy Sheriff - Traffic	1
Deputy Sheriff - Training	1	Deputy Sheriff - Training	1
Detective	3	Detective	3
Detective - Special Investigations	2	Detective - Special Investigations	2
Detective - Robbery	1	Detective - Robbery	1
Sworn	52	Sworn	53
Crime Scene Investigator	1	Crime Scene Investigator	1
Evidence Technician	1	Evidence Technician	1
Communications Officer	10	Communications Officer	10
Communications Supervisor	1	Communications Supervisor	1
Central Records Specialist	2	Central Records Specialist	2
Community Service Aide	2	Community Service Aide	2
Administrative Secretary	1	Administrative Secretary	1
Clerical Specialist	1	Clerical Specialist	1
Law Enforcement Aide	1	Law Enforcement Aide	1
Civilian	20	Civilian	20
School Crossing Guard Posts	46	School Crossing Guard Posts	48
TOTAL	118	TOTAL	121

* This Exhibit B was adopted as part of the Fourth Addendum to the Agreement effective October 01, 2018.

RESOLUTION NO. 2018-31

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING STAFF ACTIONS TO PROCURE THOSE ITEMS APPROVED IN THE FISCAL YEAR 2019 BUDGET.

WHEREAS, The City Council has approved the operating and Capital Improvement Program budgets for fiscal year 2019; and

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

WHEREAS, it is deemed appropriate to implement procurement actions to acquire those commodities, products, and services.

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

Section 1. The Purchasing Agent is hereby authorized to procure those items included in the approved budget.

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

RESOLVED AND ADOPTED this 20th day of September, 2018.

Voted

Joel Flores
Mayor

Paula Bousquet
Deputy Mayor

Attest:

Joanna Cunningham
City Clerk

John Tharp
Council Member, District I

Peter Noble
Council Member, District II

Judith Dugo
Council Member, District III

Jonathan G. Pearce
Council Member, District IV

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia
City Attorney

City of Greenacres
Council Agenda Memo
2018.09DM2.01

TO: Mayor and City Council

THROUGH: Andrea McCue, City Manager

FROM: James McInnis, Director of Finance

SUBJECT: FY 2019 BUDGET RESOLUTIONS

DATE: September 20, 2018

COPIES: Glen Torcivia, City Attorney
Joanna Cunningham, City Clerk

BACKGROUND:

Following completion of the City Council's approval of the mandated millage and budget ordinances required by F.S. 200.065 (Truth-in-Millage), the City Council passes a series of standard resolutions necessary to implement the successful closeout of the prior year's budget (FY 2018) and the start of the new fiscal year's budget (FY 2019).

ANALYSIS:

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

1. Resolution 2018-31: Pursuant to the approval of Ordinances 2018-18 and 2018-19, this resolution authorizes the City Purchasing Agent to implement procurement actions to acquire commodities, services, and products included in the FY 2019 budget.
2. Resolution 2018-32: When the City Council appropriates the annual expenditure budget, it does so by Department in the General Fund and Youth Programs Special Revenue Fund, and at the Fund level in the other Special Revenue Funds, and the Debt Service and Capital Projects Funds. During the year, consistent with guidance in the City Code and Council Policies (in particular, Council Policy #6), staff manages the budget execution at a lower level of line items and cost centers. Due to varying conditions, a Department, Debt Service Fund, or Capital Projects Fund appropriation may be exceeded at the end of the year. This resolution affirms the above and authorizes budget adjustments required to eliminate any budget deficiencies at the Cost Center or Departmental level in the General and Youth Programs Funds, or at the Fund level in all other funds.

3. Resolution 2018-33: The City's Comprehensive Plan provides for the creation of a five-year capital planning process in order to establish goals for forecasting future public improvements and facilities needed in the City. As part of the annual budget approval process, City staff updates this capital forecast over a six-year period, beginning with the upcoming budget execution year and a five-year capital planning period. The plan identifies capital needs for new and renovated parks, public buildings, infrastructure, and major equipment purchases by the City over the six-year planning horizon. This resolution authorizes the implementation of the FY 2019 Capital Improvements Program (CIP) and adoption of the CIP for fiscal years 2019-2024.
4. Resolution 2018-34: The Government Accounting Standards Board (GASB) provides recommendations on how to handle open encumbrances at year end. These open encumbrances are essentially contracts and purchase orders that have been placed where some or all of the goods and services ordered have not yet been delivered by fiscal year end.

The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2018, a number of capital projects were partially encumbered with purchase orders and the remaining funds in each project are needed to complete the project.

The remaining balances of these projects, after all encumbrances are recorded, as of September 30, 2018 will be re-appropriated into the FY 2019 budget. The above is accomplished through Resolution 2018-34.

FINANCIAL IMPACT:

Described above.

LEGAL:

Resolutions have been prepared in accordance with City Code requirements.

STAFF RECOMMENDATION:

Approval of Resolutions 2018-31, 2018-32, 2018-33, and 2018-34.

James McInnis
Director of Finance

JM/dm

Attachments

RESOLUTION NO. 2018-32

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AUTHORIZING BUDGET ADJUSTMENTS WITHIN THE FY 2018 TOTAL OPERATING BUDGET.

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

WHEREAS, operations of the City during fiscal year 2018 will be within the total budgeted funds but adjustments will be required to eliminate cost center, department and fund deficiencies.

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

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

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

RESOLVED AND ADOPTED this 20th day of September, 2018.

Voted

Joel Flores
Mayor

Paula Bousquet
Deputy Mayor

Attest:

Joanna Cunningham
City Clerk

John Tharp
Council Member, District I

Peter Noble
Council Member, District II

Judith Dugo
Council Member, District III

Jonathan G. Pearce
Council Member, District IV

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia
City Attorney

RESOLUTION NO. 2018-33

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ADOPTING A CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEARS 2019-2024.

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

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

WHEREAS, the City Manager has prepared and transmitted to the City Council a proposed Capital Improvements Program for fiscal years 2019 through 2024; and

WHEREAS, the City Council wishes to adopt the fiscal year 2019 through 2024 Capital Improvements Program, the summary of which is Exhibit "A" hereto, as a work plan for fiscal year 2019, and as a planning document for fiscal years 2019 through 2024.

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

Section 1. The Capital Improvements Program as recommended by the City Manager is hereby adopted for six (6) fiscal years beginning October 1, 2018 and ending September 30, 2024.

Section 2. The City Manager is hereby directed to begin implementation of the fiscal year 2019 portion of the Capital Improvements Program, attached herewith and identified as Exhibit "A" and to bring before the City Council, at the appropriate times, the

ordinances, resolutions and other information as may be necessary to fund and implement the fiscal year 2019 Capital Improvements Program, as hereby adopted.

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

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

RESOLVED AND ADOPTED this 20th day of September, 2018.

Voted

Joel Flores
Mayor

Paula Bousquet
Deputy Mayor

Attest:

Joanna Cunningham
City Clerk

John Tharp
Council Member, District I

Peter Noble
Council Member, District II

Judith Dugo
Council Member, District III

Jonathan G. Pearce
Council Member, District IV

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia
City Attorney

EXHIBIT "A"

**CAPITAL IMPROVEMENT PROGRAM
FY 2018-2024 - COST BY FUND
PROPOSED**

PRJ # DESCRIPTION	BUDGET FY 2018	AMENDED BUDGET	PROPOSED FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
NEW GROWTH 301								
Interfund Transfer	500,000	500,000	0	0	0	0	0	0
082 Upgrade Hardware & Software	0	17,546	0	0	0	0	0	0
106 City Sidewalks ¹	0	147,850	0	0	0	0	0	0
188 Street Light Enh	200,000	200,000	0	0	0	0	0	0
192 Bowman Street Improvement	0	0	150,000	0	0	0	0	0
212 Fire Rescue Equipment	50,000	50,000	50,000	0	0	0	0	0
218 Haverhill Road Street Lights	0	30,000	0	0	0	0	0	0
222 Information Signs Upgrade	0	47,261	0	0	0	0	0	0
999 Public Works Generator	0	0	240,000	0	0	0	0	0
TOTAL NEW GROWTH	\$ 750,000	\$ 992,657	\$ 440,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
PARKS & RECREATION - FUND 303								
032 City Parks Improv	67,000	108,990	77,000	77,000	67,000	67,000	67,000	67,000
048 Parks Court Resurfacing	30,000	30,000	30,000	40,000	0	0	0	45,000
160 Parks/Building Parking Resurf	120,000	159,279	150,000	10,000	30,000	0	0	30,000
186 Public Grounds Rejuvenation	20,000	22,990	25,000	20,000	10,000	10,000	10,000	10,000
190 Park Lighting Enhancement	0	4,111	0	0	0	0	0	0
198 Community Center Renovation	0	25,507	169,000	0	0	0	0	0
206 Surveillance Camera	50,000	50,000	50,000	0	0	0	0	0
227 Community Park Shuffleboard Demo	25,000	25,000	0	0	0	0	0	0
TOTAL PARKS & RECREATION	\$ 312,000	\$ 425,877	\$ 501,000	\$ 147,000	\$ 107,000	\$ 77,000	\$ 77,000	\$ 152,000
RECONSTRUCTION & MAINTENANCE - FUND 304								
000 Interfund Transfer	0	0	0	0	0	0	0	0
049 Equipment Replacement	117,600	117,600	61,000	22,400	27,500	116,500	43,500	0
069 Copier Replacement	0	0	23,500	8,000	37,400	32,500	0	23,500
073 JAG Law Enf Eq	17,270	17,210	16,431	0	0	0	0	0
088 Vehicle Replacement	301,000	341,342	179,950	213,700	99,100	25,000	45,000	128,000
091 Computer Terminal Hardware Repl	15,000	15,000	34,000	6,400	15,000	0	0	0
141 Surveillance Camera	40,500	40,500	20,000	20,000	20,000	20,000	20,000	20,000
150 Roof Replacement	0	81,410	646,000	62,000	50,000	36,000	0	0
151 Exterior/Interior Painting	20,000	39,302	34,200	27,700	12,500	55,000	14,000	1,200
152 Storm Water Pipe	40,000	175,183	30,000	30,000	30,000	30,000	30,000	30,000
161 Road Resurfacing & Striping	180,000	180,000	220,000	220,000	150,000	150,000	150,000	150,000
163 AC replacement	45,000	68,986	30,000	162,000	107,000	131,000	60,000	167,825
180 Energy Efficiency Ench	0	0	47,000	50,000	30,000	0	0	0
191 Public Safety HQ Renovation	0	111,080	15,000	350,000	0	0	0	0
193 Original Section Drainage Improv	0	277,694	0	0	0	0	0	0
200 500 Perry Ave Building Renovation	0	0	20,000	350,000	0	0	0	0
212 Fire Rescue / EMS Equipment	85,726	85,726	85,726	0	0	0	0	0
220 Public Right of Way Landscape	0	0	20,000	20,000	20,000	20,000	20,000	20,000
221 Air Pack Replacement	0	0	66,000	0	0	0	0	0
228 Public Works Security	81,000	81,000	0	0	0	0	0	0
229 Flooring WIC Building	0	0	48,691	0	0	0	0	0
999 Public Works Security Enhancement	0	0	0	75,000	0	0	0	0
TOTAL RECONSTRUCTION & MAINTENANCE	\$ 943,096	\$ 1,632,033	\$ 1,597,498	\$ 1,617,200	\$ 598,500	\$ 616,000	\$ 382,500	\$ 540,525
INFRASTRUCTURE SURTAX - FUND 305								
032 City Parks Improv	500,000	576,711	500,000	0	0	0	0	0
088 Vehicle Replacement	694,000	1,596,318	271,000	399,000	0	633,000	0	841,000
106 City Sidewalks	0	174,380	1,024,000	1,086,000	0	0	0	0
150 Roof Replacement	215,000	215,000	0	0	0	0	0	0
190 Park Lighting Enhancement	0	4,750	0	0	0	0	0	0
193 Original Section Drainage Improv(CDBG)	275,119	275,119	288,654	288,654	266,154	412,608	0	1,531,189
210 Median Landscaping Rejuvenation	1,020,000	1,020,000	0	0	0	0	0	0
222 City Entryway Monuments	100,000	100,000	0	0	0	0	0	0
226 Lake Drainage Imp (Gladiator Lake)	0	84,840	1,825,000	0	0	0	0	0
TOTAL INFRASTRUCTURE SURTAX	\$ 2,804,119	\$ 4,047,118	\$ 3,908,654	\$ 1,773,654	\$ 266,154	\$ 1,045,608	\$ 0	\$ 2,372,189
TOTAL CAPITAL IMPROVEMENT PROGRAM	\$ 4,809,215	\$ 7,097,685	\$ 6,447,152	\$ 3,537,854	\$ 971,654	\$ 1,738,608	\$ 459,500	\$ 3,064,714

¹ Project moved to 305

RESOLUTION NO. 2018-34

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, PROVIDING FOR AUTOMATIC AMENDMENT OF THE FISCAL YEAR 2019 BUDGET TO REFLECT OUTSTANDING ENCUMBERED ORDERS OF FISCAL YEAR 2018; PROVIDING THAT THE COST OF THOSE EXPENDITURES ARE TO BE PAID FROM FUNDS CARRIED FORWARD FROM FISCAL YEAR 2018.

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

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

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

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

Section 1. Encumbrances for unpaid outstanding expenditures for goods and services at the end of fiscal year 2018 and the funds allocated therefore shall, in the annual audit, be disclosed in the footnotes and said funds shall be classified as assigned fund balances.

Section 2. The fiscal year 2019 budget shall automatically re-appropriate encumbered assigned fund balances and shall automatically include those previously

encumbered expenditures for goods and services, allocating those expenditure items in the same budget classification as established in the fiscal year 2018 budget.

Section 3. Since the revenue necessary for these expenditure items was provided for in the prior year's budget and will be reflected in the annual audit as funds designated for fiscal year 2018 encumbrances, and since these items of income and expenditures shall balance, neither need be shown in the fiscal year 2019 published and adopted budget, they will be treated as authorized amendments to the fiscal year 2019 expenditures budget.

Section 4. The City of Greenacres has historically chosen to honor its open contracts and purchase orders by moving the open encumbrance and the related prior year budget to the following year as a budget adjustment to the subsequent year's budget. During fiscal year 2018, eighteen capital projects were partially encumbered with purchase orders and the remaining funds in each project are needed to complete the project. The projects are:

301-30-31-63-63	CIP-218 Haverhill Road Street Lights
301-40-42-63-20	CIP-106 City Sidewalks
301-50-55-64-48	CIP-212 Fire Rescue / EMS Equipment
303-40-46-63-51	CIP-206 Park Surveillance Cameras
303-40-46-63-62	CIP-190 Lighting Enhancements
303-40-46-63-91	CIP-032 City Park Improvements
304-20-26-64-92	CIP-091 Computer Hardware Replacement Program
304-30-31-63-22	CIP-193 Original Section Drainage
304-40-44-62-65	CIP-228 PW Security Enhancements
304-40-46-63-28	CIP-152 Stormwater Pipe
304-50-51-62-21	CIP-191 PS HQ Renovation
304-50-53-64-94	CIP-073 Justice Asst. Grt
304-50-55-64-48	CIP-212 Fire Rescue / EMS Equipment
305-30-31-63-22	CIP-193 Original Section Drainage
305-30-31-63-44	CIP-210 Median Landscaping Rejuvenation
305-30-31-63-64	CIP-222 City Information Signs Upgrade
305-40-43-64-13	CIP-088 Vehicle Replacement Program
305-40-46-63-62	CIP-190 Lighting Enhancements
305-40-46-63-91	CIP-032 City Park Improvements

The remaining balances of these projects, after all encumbrances are recorded, as of September 30, 2018 will be re-appropriated into the FY 2019 budget. The above is accomplished through Resolution 2018-34.

RESOLVED AND ADOPTED this 20th day of September, 2018.

Voted

Joel Flores
Mayor

Paula Bousquet
Deputy Mayor

Attest:

Joanna Cunningham
City Clerk

John Tharp
Council Member, District I

Peter Noble
Council Member, District II

Judith Dugo
Council Member, District III

Jonathan G. Pearce
Council Member, District IV

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia
City Attorney

CITY OF GREENACRES

Council Agenda Memo 2018.09KF03.001

TO: Mayor and City Council

THROUGH: Andrea McCue, City Manager

FROM: Kara L. Irwin-Ferris, Planning and Engineering Director

SUBJECT: **Ordinance 2018-17** Amending City Code Chapter 11 “Streets, Sidewalks and Other Public Places” to establish regulations that restrict the use of alcohol within the City’s public parks, City Council Agenda Item for 9/20/18

DATE: September 10, 2018

COPIES: Glen J. Torcivia, City Attorney
Joanna Cunningham, City Clerk

Background:

City Staff has requested that the City Code be amended to be consistent with County regulations for the prohibition of alcohol in parks. This is a result of people abusing alcohol in City parks on a regular basis, as well as leaving broken glass debris in the parks.

Previously, the City did provide prohibition of alcohol consumption in commercial business parking lots through a reference to Palm Beach County’s Code requirements, but public parks were not included. In order to have the Palm Beach County Sheriff’s Office (PBSO) enforce the regulation it must be added to the City’s Code.

Alcohol will still be permitted as part of special or temporary events in the park, provided they are city sponsored events that follow the process set forth in Section 8-26, Special events permits—Sale of alcohol. The process requires approval by the City Manager for the sale and consumption of alcohol at a city or city-sponsored event.

Analysis

It is necessary to establish regulations that restrict the use of alcohol within the City’s public parks during daily operating hours. The regulations will prohibit general consumption of alcohol within the City’s public parks. Any person found in violation of this section shall be subject to prosecution for trespass in accordance with F.S. Ch. 810, as amended, which is punishable as a first-degree misdemeanor. Alternatively, at the City’s

option, any person found in violation of this section may be subject to the further penalties set forth in the code.

Financial:

The City may be required to fund an Agreement with the Palm Beach County Public Defender's Office for the representation of indigent people that are arrested within the City parks, since the law is a city regulation.

The City will also be required to post signs within the public parks prior to enforcement.

Legal:

N/A

Staff Recommendation:

Staff recommends approval of Ordinance 2018-17.



Kara L. Irwin-Ferris, AICP
Planning and Engineering Director

Attachments:

1. Ordinance 2018-17

ORDINANCE NO. 2018-17

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, AMENDING CHAPTER 11, ARTICLE IV, OF THE GREENACRES CODE, ENTITLED "CITY PARKS", AMENDING SECTIONS 11-73, 11-74 AND 11-75 TO PROVIDE REGULATIONS THAT GOVERN ALCOHOL BEVERAGES IN CITY PARKS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Greenacres ("CITY") is responsible for the operation and maintenance of the public parks located within the municipal limits; and

WHEREAS, it is necessary to establish regulations that restrict the use of alcohol within the City's public parks during daily operating hours; and

WHEREAS, City staff has determined that preventive measures must be taken to protect the continuous functionality of the City's public parks; and

WHEREAS, the City Council of Greenacres finds that the amendments contained within this ordinance will promote the health, safety and welfare of the citizens of Greenacres and the public at large and serves a valid public purpose.

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

Section 1. Chapter 11, Article IV is hereby amended as follows:

* * * * *
Sec. 11-73. - Operating hours; special events permit.

(a) *Park operating hours.* All parks located within the city shall be open to the public every day of the year at sunrise and shall be closed at sunset, except for the following parks which shall operate as provided herein:

- (1) Community Park: Open at sunrise; closed at 10:00 p.m.;
- (2) Ira Van Bullock Park: Open at sunrise; closed at 10:00 p.m.;
- (3) Rambo Park: Open at sunrise; closed at 10:00 p.m.;
- (4) Veterans Park: Open at sunrise; closed at 10:00 p.m.;
- (5) Bowman Park: Open at sunrise; closed at 10:00 p.m.;

- (6) Burrowing Owl Park: Open at sunrise; closed at 10:00 p.m.
- (7) Freedom Park: Open at sunrise; closed at 10:00 p.m.
- (b) *Special events permit.* Any person, group, firm, organization or corporation seeking to utilize or occupy a city park beyond the permitted hours of operation enumerated above may apply for a "special events permit" with the department of engineering, planning and building at least thirty (30) days prior to the intended park use date. Such permit request shall be reviewed by all affected city departments to ensure compliance with all federal, state, county and municipal regulations. Requests for the sale, distribution and consumption of alcoholic beverages in the city's parks shall be incidental to a city special event and follow the process set forth in Section 8-26. If the application is determined to be in conformance with all applicable regulations, and upon payment of the appropriate permit fee, the department of engineering, planning and building shall issue a permit for the proposed event.

* * * * *

Sec. 11-74. - Posting.

Each park within the city shall be posted, with the appropriate signage, to indicate the respective hours of operation. It shall be unlawful for any person to be present in a city park before or after the authorized posted hours. Any person found in violation of this section shall be subject to prosecution for trespass in accordance with F.S. Ch. 810, as amended, which is punishable as a first degree misdemeanor. Alternatively, at the city's option, any person found in violation of this section may be subject to the penalties set forth in section 1-14 of this code.

* * * * *

Sec. 11-75. - Alcoholic beverages in city parks.

- (a) The sale, purchase, consumption, and possession of alcoholic beverages as defined in Florida Statutes § 561.01 is hereby prohibited within park property except as specifically provided in accordance with the provisions set forth herein.
- (b) Notwithstanding the prohibition set forth in subsection (a) above, the possession of alcoholic beverages in sealed original packages in any vehicle, vessel, or conveyance for purposes of storing or transporting such and not for purposes of selling or consuming such within park property shall not be a violation of this article.
- (c) The city manager or designee may designate specific areas in which alcoholic beverages may be purchased, possessed and/or consumed. Designated areas may include, but are not limited to, picnic areas, amphitheaters, areas reserved for large groups, and facilities for food service. Kegs of beer or other alcoholic

malt liquor will be authorized only by permit and in conjunction with a reserved park facility area.

- (d) The city manager or designee may permit, in writing, the sale, possession, and/or consumption of alcoholic beverages incidental to a special event. Said permission may not exceed four (4) consecutive days.
- (e) The city manager or designee may issue a city special events permit to a not-for-profit organization to allow the occasional sale, distribution and consumption of alcoholic beverages, which is incidental to a city special event in accordance with Section 8-26.
- (f) At its option, the city may obtain, in its name, the necessary state licensing for the sale of alcoholic beverages. The city may, at its option, have such license transferred to a contractor's or lessee's name, provided, however, that such licensing shall immediately revert to the city upon termination, for any reason, of the contractor's agreement or lessee's lease with the city. The license holder shall take all action and execute all documents necessary to effect said transfer to the city.
- (g) The permission granted under this section shall be subject to all ordinances, laws, rules and regulations applicable in the city, and any grantee shall be responsible for compliance thereto. The permission granted may also be subject to, and granted with, specific conditions as set forth in the approval for special event permit by the planning & engineering department, and the grantee shall be responsible for insuring compliance thereto.
- (h) No person who is intoxicated or under the influence of drugs will be permitted in parks or recreation areas.
- (i) Any person who violates this section shall be subject to the penalties set forth in section 1-14 of this code.

* * * * *

~~Sec. 11-75. — Penalty for violation.~~

~~Any person found in violation of the provisions of this chapter shall be subject to prosecution for trespass in accordance with F.S. Ch. 810, as amended, which is punishable as a first degree misdemeanor.~~

* * * * *

~~Secs. 11-776—11-95. - Reserved.~~

* * * * *

Section 2. Repeal of Conflicting Ordinances.

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

Section 3. Severability.

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

Section 4. Inclusion in Code

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

Section 5. Effective Date.

The provisions of this Ordinance shall become effective five (5) days after it is adopted.

Passed on the first reading this ____ day of _____, 2018.

PASSED AND ADOPTED on the second reading this ____ day of _____, 2018.

Voted

Joel Flores
Mayor

Paula Bousquet
Deputy Mayor

Attest:

Joanna Cunningham
City Clerk

John Tharp
Council Member, District I

Peter Noble
Council Member, District II

Judith Dugo
Council Member, District III

Jonathan G. Pearce
Council Member, District IV

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia
City Attorney

Development Order Time Extensions

Code Requirements

Existing Code

Sec. 16-202. - Duration of approval.

Approval of the application for a site and development plan by the city council shall be effective for a period of two (2) years from the date of such approval. Commencement of development of an approved site and development plan must occur within the two-year time frame and is considered to start upon city council approval of the plat, the issuance of a building permit, or upon the initiation of significant action to satisfy requirements for improvements contained in the site and development plan staff report and recommendation. Should no plat, building permit, or further development action occur, the site and development plan approval shall expire.

(1) In the event that expiration of this two-year period has occurred without any of the actions above being commenced, the granting of up to two (2) additional one-year time extensions may be approved subject to the following requirements:

a. The first one-year time extension shall be requested by the petitioner prior to the expiration of the original time approval [two (2) years from the date of final approval by city council], and the second one-year time extension shall be requested by the petitioner prior to the expiration of the first time extension. Such requests to be made to the planning and engineering department.

b. The planning and engineering department shall review the proposed extension of time to determine if any modifications have been made to the previously approved site and development plan, and if changes have occurred to this chapter, concurrency approvals, or other development regulations which would affect the original approval.

c. Substantial modifications shall necessitate a completely new review of the site and development plan by the planning commission and city council. Conditions which shall require a new review are as follows:

1. A site and development plan approval change which involves an increase in floor area.
2. A site and development plan which would be affected by any changes in this chapter or other development regulations which have occurred subsequent to the time of the original approval.
3. Any other proposed change which is deemed by the planning and engineering director to be a substantial deviation to the original approval.

d. The planning and engineering director will also review the time extension request with the land development staff and provide a recommendation to the city council in writing. If no member of the city council objects to the proposed time extension within seven (7) working days, the proposed modification will be approved by the planning and engineering director.

(2) The provisions of section 16-202 shall be effective: for all approved projects which have not yet expired as of May 19, 2008; for all approvals pending as of that date; and for all projects submitted for approval after May 19, 2008.

Extension Request

Sec. 16-202. - Duration of approval.

Approval of the application for a site and development plan by the city council shall be effective for a period of two (2) years from the date of such approval. Commencement of development of an approved site and development plan must occur within the two-year time frame and is considered to start upon city council approval of the plat, the issuance of a building permit, or upon the initiation of significant action to satisfy requirements for improvements contained in the site and development plan staff report and recommendation. Should no plat, building permit, or further development action occur, the site and development plan approval shall expire.

(1) In the event that expiration of this two-year period has occurred without any of the actions above being commenced, the granting of up to two (2) additional one-year time extensions may be approved subject to the following requirements:

a. The first one-year time extension shall be requested by the petitioner prior to the expiration of the original time approval [two (2) years from the date of final approval by city council], and the second one-year time extension shall be requested by the petitioner prior to the expiration of the first time extension. Such requests to be made to the planning and engineering department.

b. The planning and engineering department shall review the proposed extension of time to determine if any modifications have been made to the previously approved site and development plan, and if changes have occurred to this chapter, concurrency approvals, or other development regulations which would affect the original approval.

Issues

- ▶ No criteria for extension
- ▶ No criteria for denial
- ▶ After development order approval
 - ▶ Plat approval
 - ▶ Fees
 - ▶ Outside agency permits/approval
 - ▶ Coordination with County and City organizations
 - ▶ Etc.
- ▶ Cannot get permit without all required submittals

Addition of Criteria

- ▶ Require milestones to be met for extension or petition for extension due to economic conditions
 - ▶ Permit drawings required
 - ▶ Submittal to outside agencies for permit
 - ▶ Set deadlines for concurrency approval in development order

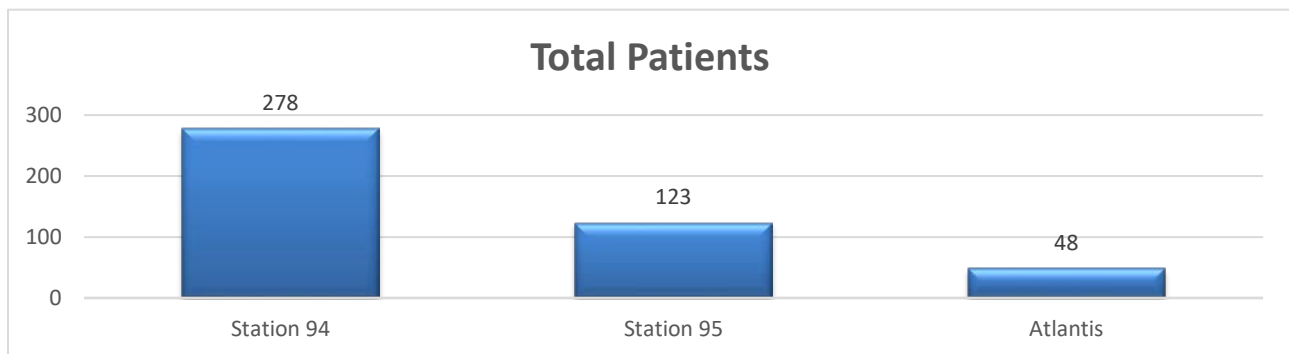
CITY OF GREENACRES
INTEROFFICE MEMORANDUM
2018.9IC5.001

TO: Andrea McCue, City Manager
FROM: Mark Pure, Fire Chief
RE: Departmental Report for August 2018
DATE: August 7, 2018

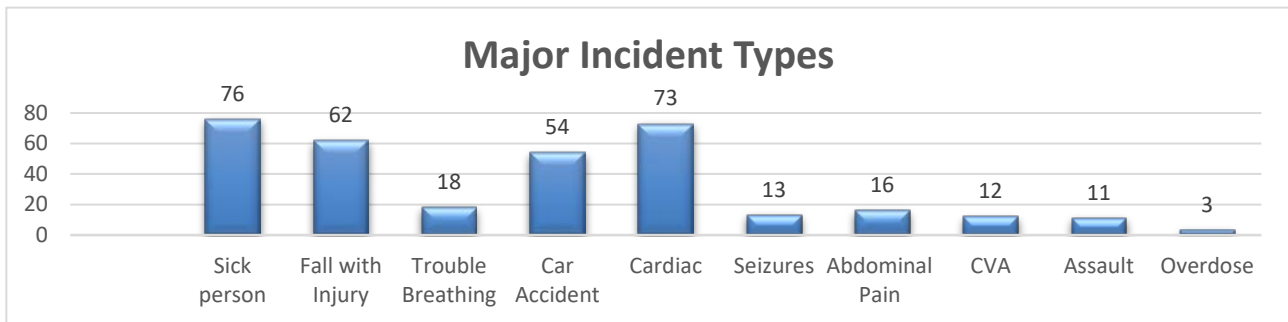
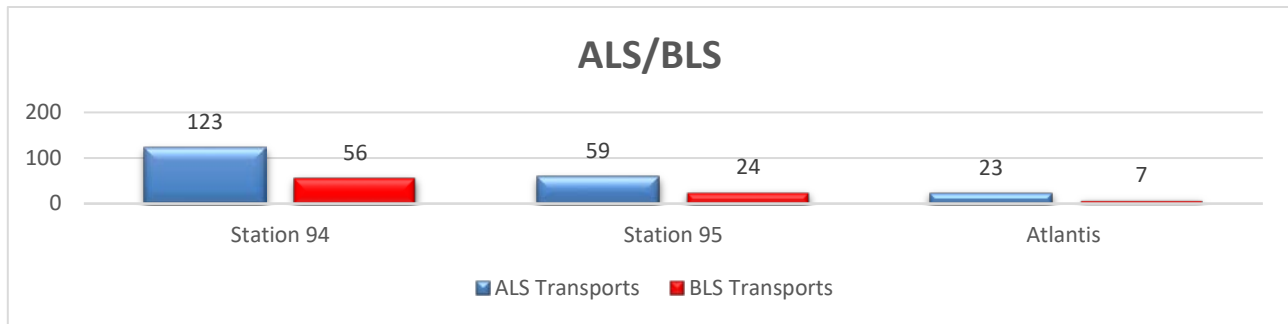
Total alarms dispatched	536
Average alarms per day	15.32
Total calls this fiscal year	5,294

In August 2018, 401 patients were treated for Emergency Medical related services. Of those patients, 48 were in the City of Atlantis. These requests include a single unit responding to assist a person who has fallen to the floor, a cardiac arrest requiring multiple units and a combination of personnel, advanced skills, and equipment.

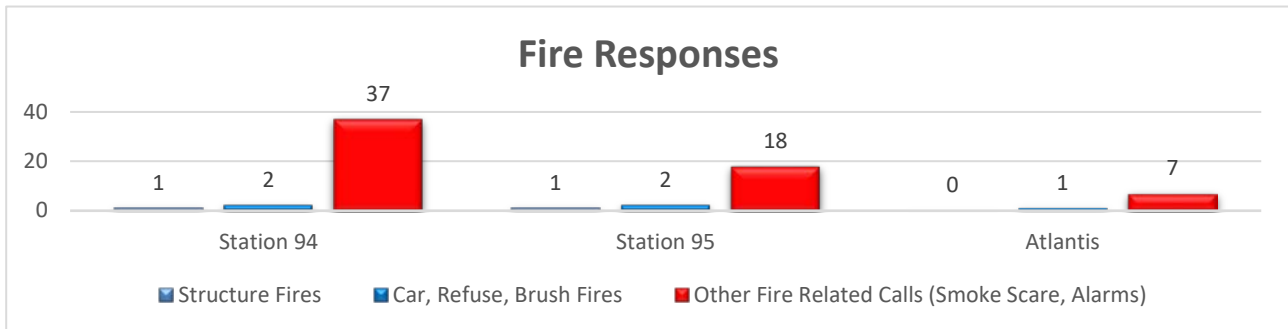
Service Calls, Cancels, and Public Assists totaled 66. The requests include, but are not limited to, persons locked out of home, water evacuation, animal problem, police assist, defective elevator, and canceled due to wrong address.



Fire Rescue transported 262 patients to a hospital or 66% of the patients we were called to treat. The majority of those (182) required Advanced Life Support procedures. ALS emergencies necessitate additional personnel, specialized equipment and skills. Often, an EMT or Paramedic will be taken from the ALS Engine to accompany the one person in the rear of the Rescue to assist with life-saving therapies.



Fire Rescue responded to 61 calls for a fire or smoke related emergency. Five (5) of those required an escalated response for a car, brush, or refuse fire; two (2) were in a residential or commercial structure.

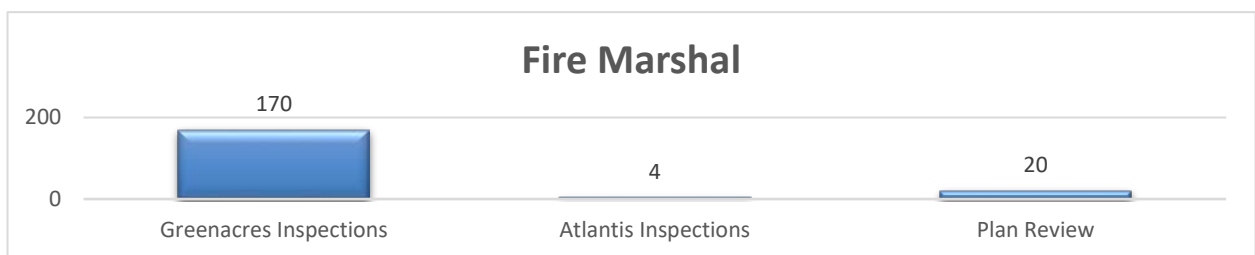


Mutual aid is the sending or receiving of emergency resources (apparatus, personnel) to or from another entity or agency upon request. No community has sufficient resources to handle every emergency of all sizes. Therefore, neighboring agencies work together through a system called Mutual Aid. That system is designed to be limited to large events that tax the resources beyond the normal capabilities of the community. During the month of March, the Department received aid seven times.



Fire Prevention and Protection focuses on protecting people and property from fire through fire safety inspections, fire plans review, fire cause and origin investigations, and public education. In addition, the Fire Marshal provides fire safety lectures, attends land development meetings, and testifies at code enforcement hearings.

Inspections	231
Plans Review	20
Dollar Loss due to fire	\$25,000.00



Station Tours, presentations, blood pressure screenings	36
Persons Trained in CPR	70



FIGURE 1. FIRE RESCUE TOOK DELIVERY OF THE NEW PIERCE 75' QUINT AERIAL LADDER. EQUIPMENT AND TOOLS ARE CURRENTLY BEING INSTALLED ON THE VEHICLE.

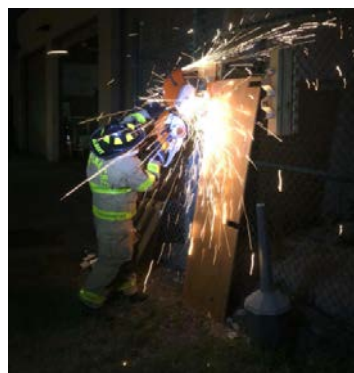


FIGURE 2. STATION 94 PERSONNEL CONDUCTING FORCIBLE ENTRY TRAINING AND CUTTING DIFFERENT TYPES OF METALS TO PERFORM A RESCUE.



FIGURE 3. STATION 94 PERSONNEL RECEIVED A SPECIAL VISIT FROM LOGAN DURING THIS YEARS MDA DRIVE. LOGAN IS BATTLING A RARE FORM CALLED DUCHENNE MUSCULAR DYSTROPHY AND IS THE FOCUS OF OUR FUNDRAISING.

CITY OF GREENACRES
INTEROFFICE MEMORANDUM
2018.09LJ7.01

TO: Andrea McCue, City Manager

FROM: Michael Grimm, Chief Building Official

SUBJECT: **Building Department Report**
(August 1, 2018 to August 31, 2018)

DATE: September 6, 2018

1) ADMINISTRATION:

- a) Researched and completed one hundred ten (110) lien searches providing permit and code enforcement case information for a total of one thousand two hundred forty seven (1,247) searches year to date.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2018	BUDGETED FOR FY 2018
Building Permits Issued	270	2,711	2,100
Inspections Performed	709	8,099	7,000
Construction Value of Permits Issued	\$ 2,541,663	\$ 32,548,689	\$ 29,000,000
CO's Issued	1	56	
CC's Issued	2	21	
Temporary CO's Issued	1	3	
Illicit Discharge Inspections (Stormwater)	5	60	

3) BUSINESS AND CONTRACTOR REGISTRATION:

BUSINESS AND CONTRACTOR REGISTRATIONS FY2018	NEW			RENEWALS			NOT RENEWED	CANCELLED
	COUNT		AMOUNT	COUNT		AMOUNT	COUNT	COUNT
	Period	YTD	YTD	Period	YTD	YTD	YTD	YTD
Commercial	13	141	\$ 17,292	18	550	\$ 80,109	87	53
Contractor & General Service Registration	34	363	\$875	8	86	\$ 925		805
Rental	14	73	\$ 4,747	7	853	\$ 34,893	47	30
Home Based	10	121	\$ 6,784	18	307	\$ 20,420	89	33
Insurance Registration	-0-	23	\$ 2,588	2	165	\$ 17,046	27	2

4) CODE ENFORCEMENT:

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2018	BUDGETED FOR FY 2018
Inspections Related to Active Code Cases	164	914	1,900
New Cases Started	59	308	350
Cases Complied	59	283	
Current Open Cases	133		
Fines Collected	-0-	\$ 22,650	\$ 20,000
New Property Registrations Amount due to City (7-1-18-7-30-18)	19 \$ 1,900	230 \$ 23,000	
Notices Sent (August)	115	612	
Illegal Signs Removed from right-of-ways (August)	326	2,112	
Inspections Not Related to Active Code Cases (August)	76	480	
Complaints Received and Investigated (August)	41	349	
Warning Tickets (August)	5	21	

5) PLAN REVIEW – PRINCIPAL NEW OR REMODEL PROJECTS:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT#
Church of God	4615 Melaleuca Ln	4,800 sq. ft	Addition	2017-242
Miami Subs Grill	4513 Lake Worth Rd	Exterior only	Exterior Modifications/Upgrade	2018-2070

6) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Wing Stop	3973 S Jog Rd	1,545 sq. ft.	Remodel former Retail Space into Take-Out Restaurant	2018-2278
Aldi	3401 S Jog Rd	22,277 sq. ft.	Construction New Grocery	2018-00000913
Temple Beth Tikvah	4550 S Jog Rd		Remodel Section of Temple for use of Senior Day Care - MorseLife	2018-00002026
Miami Grill Certificate of Completion Issued 8/2/18	4650 S Jog Rd	3,294 sq. ft.	Remodel Former Wendy's Into Fast Food Restaurant Miami Grill	2018-0856
Publix @ Riverbridge	6790 Forest Hill Blvd		Interior Remodel – Change Design Layout	2018-1004
Tire Center (Target Outparcel)	5990 Lake Worth Rd	9,177 sq. ft.	Construct New Tire Store	2017-1641
Race Trac	6025 Lake Worth Rd	4,890 sq. ft.	Convenience/Gas Station	2017-1489

Petroleum (Formerly Walgreens) (Temp C.O. Issued 5/10/17)				
Nissan Dealership (Formerly Prof. Golf Cart Corp) (Temp C.O. Issued 8/29/17)	5353 Lake Worth Rd	50,625 sq. ft.	Car Dealership	2016-154
Nissan Parking Garage (Temp C.O. Issued 9/1/17)	5353 Lake Worth Rd	121,884 sq. ft.	Three Story Parking Garage	2017-391
Sai Baba Temple	4761 Myrtle Dr	8,408 sq. ft.	New Construction	2140097
Jog Medical Center	3387 S Jog Rd	17,376 sq. ft.	Medical Offices (Shell Only)	2015-1566
Church of God 7th Day	3535 S Jog Rd	11,500 sq. ft.	New Church	2016-2382
Dunkin Donuts	3098 S Jog Rd	1,596 sq. ft.	New Building (Temp CO Extended)	2016-2068
Dunkin Donuts	3098 S Jog Rd	3,000 sq. ft.	New Building (Temp CO Extended)	2016-192
Soma Medical Building	6239 Lake Worth Rd	5,438 sq. ft.	New Medical Bldg	2016-3000
Ross Dress For Less T.C.O. Issued 7/10/17	6810 Forest Hill Blvd	25,482 sq. ft.	Remodel (Formerly Southeastern College)	2016-2846
Former La Brasa / Lynoras	5283 Lake Worth Rd	6,336 sq. ft.	Convert Restaurant into 4 Separate Bays for Business Use	2017-1816
Trafalgar (Façade)	6300 Forest Hill Blvd	Exterior	Update Façade on Shopping Center & Add Towers	2017-1101

7) PROJECTS IN PROGRESS – PRINCIPAL NEW CONSTRUCTION:

PROJECT	ADDRESS/LOCATION	UNITS OR SQ. FT. APPROVED	UNITS C.O.'D
Reserve at Summit	West side of Ranchette Rd, South of Summit Blvd	73	69
Las Ramblas	3900 La Rambla / Common Area	14	-0-
Santa Catalina	3145 S Jog Rd (Townhomes and Commercial units)	29 residential/ 12 commercial	7/res
Whitney Park	Bowman St and Haverhill Rd	24	23

CITY OF GREENACRES

INTEROFFICE MEMORANDUM 2018.09DM2.02

TO: Andrea McCue, City Manager
FROM: James McInnis, Director of Finance
SUBJECT: Department of Finance Activity Report
DATE: September 10, 2018

The following report provides the highlights of activity within the Department of Finance for the reporting period from August 1 through August 31, 2018.

1. AUDIT/BUDGET and FINANCE ADMINISTRATION:

Projects and Activities:

- a. Reimbursement requests were submitted for the following grants:
 - USDA Food, after school \$ 1,345.89
- b. Solid waste billing to tax roll – This project lasted throughout the FY2018 fiscal year to perform the work and follow the procedures necessary to assess the billing for residential solid waste and recycling collection annually on the property tax bill beginning in November 2018. A Resolution of Intent to Assess was adopted December 4, 2017 and agreements with Tax Collector and Property Appraiser were approved and signed December 18, 2017. Council Meeting Agenda. **12/31/2017:** Staff reviewing rate tiers to be added on tax roll. **05/31/2018:** Rate tiers to be finalized week of June 11-15; coordinated agreement with PBC ISS for IT services related to tax roll; final timeline to complete the process will be prepared June 11th for all required hearings, ordinances and public notifications. **8/31/2018:** Ordinance 2018-15 authorizing a Greenacres Solid Waste Collection Services Assessment passed on 2nd reading on 8/20/18. Public Hearing to adopt a Non-Ad Valorem Assessment Roll, originally scheduled for 8/20/18, rescheduled for 9/6/18; Final Assessment Resolution to set the assessment rates scheduled for same meeting on 9/6/2018, right after the Public Hearing; Public Hearing was noticed by first-class mail and by publication in a generally circulated newspaper by 8/15/18, a minimum of 20 days prior to the hearing.
- c. Fiscal 2019 Budget: Budget memo, instructions, and timetable distributed to all departments. **04/30/2018:** Departmental budgets prepared, including projected FY2019 Capital Projects, for presentation to City Manager May 3rd and 4th. First Budget Workshop scheduled for Monday, June 11, 2018, to discuss Capital & Surtax Projects and Departmental Updates. **05/31/2018:** First budget workshop

rescheduled for June 4th. Property values increased by approximately 9% in 2018 based on property appraiser's first preliminary assessment. **07/31/2018:** Millage rate and September Budget Hearing dates were set at Budget Hearing on 7/30/2018; September Budget Hearing dates, to adopt the ad valorem rate and Fiscal 2019 Budget, scheduled for Thursday 9/6/2018 and Thursday 9/20/2018.

2. FINANCE OPERATIONS:

Projects and Activities:

- a. Negotiated pricing for ZirMed Revenue Cycle Management services (EMS billing management subscriptions) and signed the agreement in August. Implementation will be phased in by module beginning in September. These subscription services are expected to expedite the billing and payment processes and reduce the uncollectible accounts.
- b. Second mailing of solid waste collection letters on delinquent accounts is scheduled for Sept. 5th. This mailing will consist of 798 accounts of which 400 accounts were not included in initial mailing (i.e. balance under \$150).
- c. Verify solid waste delinquent account owner data at Property Appraiser site and found 100 parcels have changed ownership. Will work on updating account records in Utility Management module.

Activity Report for Aug 2018			YEAR-TO-DATE		-
			FY18 Activity Report		
ACTIVITY REPORT DATA	CURRENT PERIOD TRANSACTIONS	CURRENT PERIOD AMOUNT	FY 2018 YTD TRANSACTIONS	FY 2018 YTD AMOUNT	FY 2018 BUDGET TRANSACTIONS
A/P Invoices Processed for Payment	432	\$1,809,836	3,269	\$20,216,971	4,100
ACH Payments	12	\$281,317	135	\$4,120,108	47
Payroll Checks Issued	0	\$717,815	37	\$8,240,965	30
Payroll Direct Deposits	327		3,664		3,900
Cashier Pmts Processed	1,488	\$1,752,407	16,028	\$23,222,736	22,500
Solid Waste Bills Issued	0	\$0	14,110	\$1,442,940	14,100
Initial Ambulance Invoices	271	\$196,872	2,887	\$2,061,774	3,200

3. INFORMATION TECHNOLOGY:

Projects and Activities:

- a. IT is working with Public Works to upgrade existing analog cameras to IP cameras. (Staff Review)
- b. IT is working with Public Works to implement a security gate system. (Staff Review)
- c. IT is working with Public Works to implement a card access system. (Staff Review)
- d. Upgrading Radar Signs throughout the City. So far, IT and Public Works have completed the second radar sign. There is one more sign to be upgraded. (Staff Review)
- e. Parks Surveillance Camera Wiring. Palm Beach County is currently installing the fiber optic cable. IT is working with the Purchasing Division on the RFQ for the installation of CAT6 cable, cameras, and electricity. (Staff Review)
- f. IT is currently working on the new look of the Intranet website powered by AHA Consulting technology. (Staff Review)

DEPARTMENT	CURRENT PERIOD	FY 2018 YTD	FY 2018 BUDGET
Technical Service Requests:			
Administration	11	59	-
Building	9	39	-
Finance	2	49	-
Planning & Engineering	0	23	-
Public Works	1	33	-
Fire/Rescue	8	46	-
Leisure Services	19	86	-
Total Technical Service Requests	50	335	250
Computer Training Sessions Conducted	0	4	-
No. of Computer Training Attendees	0	65	-

4. PURCHASING AND CONTRACTING:

Projects and Activities:

- a. 18-004 Consulting Services for City Visioning and Strategic Action Plan – This RFP was advertised on March 18, 2018 and closed on April 27, 2018 with five (5) proposals received. On June 4, 2018 the selection committee met to discuss and shortlist the proposals received. Calvin, Giordano Associates, Inc and Redevelopment Management Associates, LLC where the two vendors

selected. On June 26, 2018 presentations were conducted and on July 2, 2018 a final selection committee meeting was held. Council awarded this project to Redevelopment Management Associates, LLC at the meeting being held on August 20, 2018.

- b. 18-009 Public Works Security Enhancements – This RFP was advertised on July 8, 2018 and closed on August 8, 2018 with one (1) proposal received. The company was deemed non-responsive. The City is currently seeking a piggyback option for this project.
- c. 18-013 Public Works Card Access System – This bid was advertised on July 29, 2018 and opens on September 7, 2018. A pre-bid meeting was held on August 9, 2018 and August 22, 2018.
- d. 18-011 HVAC and Ice Machine Repair – This RFP was advertised on August 12, 2018 and closes on September 12, 2018.
- e. Other Request for Quotes – Developed, administered and assisted departments with various Request for Quotes including: Camera Wiring at Freedom Park, S2 Access Control Software Upgrade, and Christmas Tree/Holiday in the Park.
- f. Solicitations In Progress – Landscape Maintenance Services, Traffic Engineering Consulting Services, and Professional Civil Engineering Services.

ACTIVITY	CURRENT PERIOD	FY 2018 YTD	FY 2018 BUDGET
Purchase Orders Issued	74	813	1,000
Purchase Order Amounts	\$ 1,161,968.56	\$ 26,174,831.64	\$ 19,850,000
Solicitations Issued	4	36	20
Solicitations in Progress	3	-	-
Central Store Requests	11	107	100
Contracts Managed	28	28	28
Purchasing Card Purchases	\$ 26,746.56	\$ 266,134.58	\$ 205,000
Purchasing Card Transactions	180	2,209	2,400
No. of Training Sessions Conducted	0	3	5

James McInnis
Director of Finance

CITY OF GREENACRES
INTEROFFICE MEMORANDUM
 2018.09MT6.008

TO: Andrea McCue, City Manager

FROM: Michele Thompson, Leisure Services Director

RE: Department Report for August 1, 2018 through August 31, 2018

DATE: September 10, 2018

1. ADMINISTRATION

PERFORMANCE MEASUREMENT	THIS PERIOD	FY 2018 TO DATE	FY 2018 BUDGET
Contracts Coordinated (2 with ELC)	1	4	4
Collaborative Partnerships	1	22	21
Ind. Contractor Agreements	1	25	23
Events Coordinated	2	15	21
Temporary Use Permits	1	10	4
Grant Applications	0	1	2
# of Documents Scanned	<i>Reported Quarterly</i>	2,299	6,000
# of Chartered Little Free Libraries (LFL)	0	11	0

2. COMMUNITY & RECREATION SERVICES

ACTIVITY	SPONSORS/ PARTNERS	FY 2018 TO DATE	FY 2018 BUDGET
Community Events:	Gourmet Truck Expo (new vendor)	March – 200 April – 250 May – 35 August – 700	\$8,132
• Food Truck Wednesdays			
• Food Truck Fridays			
• Fall Fitness Festival (11/18/17)	<i>Sponsors = \$750</i>	400 Attendees	\$4,809
• Lunch with Santa (12/9/17) ○ Co-sponsored event	<i>Adv. Disposal-\$2,000 Wolfe & Pravato.-\$500</i>	500 Attendees	\$10,296
• Fiesta de Pueblo (1/6/18) ○ Co-sponsored event	<i>PRHC</i>	3600 Attendees	\$1,153
• Daddy Daughter Dance (2/24/18) Ages 4 & Up	<i>Sponsors = \$777</i>	100 Attendees	\$4,260
• Egg'stravaganza (3/31/18)	<i>Sponsors = \$2,750</i>	4,500 Attendees	\$14,195
• <i>Rock-n-Roll Sunday</i> (5/20/18)	Nam Knights	3,000 Attendees	\$1,347 (City in-direct)

<ul style="list-style-type: none"> • “Ignite the Night” (7/4/18) 	Helix \$250 Advanced Disposal \$2,000	4,000 Attendees	\$34,331
Neighborhood Events: <ul style="list-style-type: none"> • Thanksgiving Dinner (11/22/17) 	\$250 – Helix Local Businesses	550 Attendees	\$3,017
<ul style="list-style-type: none"> • World Tai Chi/Qigong Day (04/28/18) 		54 Attendees	–
<ul style="list-style-type: none"> • Back-to-School Block Party (8/4/18) 	\$500 Big Smile Dentistry \$350 Advanced Chiropractic \$100 After Hours Pediatric \$250 Helix \$500 Renaissance at Summit	1,200 Attendees	\$3,017
Senior Trips: <ul style="list-style-type: none"> • 12/13/17, 1/10/18, 2/7/18, 3/14/18, & 4/4/18 	Broward Stage Door Theatre (5)	12/20/17 – 21 01/10/18 – 23 02/07/18 – 23 03/14/18 – 28 04/04/18 – 27	42
Avg. # of daily participants/meals served at Senior Meal Program	14/322	2,606	N/A
Facility Rentals: <ul style="list-style-type: none"> • Fields/Concession Stands • Pavilions • Center Facility Rentals 	<u>This Period</u> 76 19 101 ¹	493 208 1,012 ²	500 200 850
Total Rental Revenue Generated	\$10,980.75	\$133,245.17	\$151,500
Youth Leagues/Sponsors: <ul style="list-style-type: none"> • Co-ed Fall Soccer (7/31/17 – 12/8/17) 	-	98	100
<ul style="list-style-type: none"> • Co-ed Winter Basketball (10/23/17 – 3/17/18) Sponsors = \$1,300 	-	159	160
<ul style="list-style-type: none"> • Co-ed Spring Soccer (3/30/18 – 5/18/18) 	-	114	150
<ul style="list-style-type: none"> • Co-ed Fall Soccer (8/1/18 – 12/14/18) 	26	30	100

¹ 20 free rentals – 3 PBSO Meetings, 3 School District Trainings, 14- Tai Chi

² 180 free rentals – PBSO, School District, PR Hurricane Relief Efforts, The ARC, VITA

YOUTH PROGRAMS

PROGRAM (Hours of Operation)	DAYS	HOURS
CARES	Monday - Friday (school days)	2:00 - 6:00 p.m.
Cool Zone	Monday - Friday (school days)	4:30 - 6:30 p.m.
Hot Spot	Monday - Friday (mentors) 1st and 3rd Friday and Saturday	3:30 - 6:30 p.m. 6:00 - 10:00 p.m.

PERFORMANCE MEASUREMENT # of Students Enrolled	AVERAGE THIS PERIOD	FY 2016 TO DATE	FY 2016 BUDGET
Summer Attendance (CARES & Cool Zone)	99	143	150
# of Participants in Counselor-in-Training (CIT)	26	30	25
# of Participants in Mentor Program	26	30	25
# of Presidential Volunteer Service Hours	870 hrs	12,519 hrs	3,000 hrs

3. PROGRAM PARTICIPATION	THIS PERIOD	FY 2018 TO DATE	FY 2018 BUDGET
Grants/Licenses Coordinated:			
• Early Learning Coalition	\$26,937.80	\$168,590.78	\$314,531
• Registration and Parent fees	\$875.00	\$107,568.95	\$158,095
• Dept. of Health Child Care Food Program	\$2,723.11	\$14,680.58	\$11,400
• Youth Services Department Grant	\$6,416.40	\$51,291.10	\$77,00
Service Agreements Coordinated	1	4	4

- On Friday August 3, 2018 Youth Programs concluded its 2018 Summer Camp; 41 10 hour days of camp where children were present daily from 7:30a.m. – 6:00p.m, where 150 campers were provided daily breakfast, lunch, snack and field trips.
- Youth Programs is a Palm Beach County approved Summer Food Service Program (SFSP) site, and this summer 6,785 meals were served (3,495 – Breakfast & 3,290 – Lunches), with an in-kind value of \$16,089.05.
- The Palm Beach County Summer Camp Scholarship Program (SCSP) provided reimbursements totaling \$25,680 for an additional 25 low-income children.
- On Wednesday August 22, 2018 Youth Programs hosted a Parent Night for its Teen participants with over 50 families attending. They learned about the City's after-school programs (Cool Zone and Hot Spot) and the returning Teen Outreach Program (TOP's), an evidenced-based program facilitated by Children's Home Society.



4. GENERAL

- The Leisure Services Department has been working with Fire Rescue and the Greenacres Historical Society Museum for *A Salute to the Greenacres Fire Fighter's* and Museum Open House event scheduled for Saturday, October 20, 2018 from 11 a.m. to 1 p.m. at 301 Swain Blvd. featuring a visit by Mayor Flores and the New Fire Truck. This event also Kicks Off FL City Government Week

(October 22- 26th). Numerous activities with L.C. Swain Middle School and the Youth Programs Division are being planned for the upcoming FL City Government for

- Plans are underway for all of the FY19 events:
 - *Holiday in the Park* - this event will incorporate Santa giving out toys (children 11 and under) donated by the Kiwanis Club from the former *Lunch with Santa* event. The event will feature; horse & carriage rides, inflatable fun, school performances, a Tree Lighting ceremony with carolers, Fire Rescue giveaways, and much more.
 - Gourmet Truck Expo's are now on Friday's, with the next event scheduled for September 28, 2018 at the SJF Community Park, from 5:00 p.m. - 9:00 p.m. Guests are encouraged to bring lawn chairs and blankets to the park where they can relax to good food, drinks, music and more. October's Expo feature a live performance by the Jupiter Rock Farm Band.


UPCOMING EVENTS

EVENT	DATE	TIME	LOCATION
Gourmet Food Truck Expo	Aug. 31, 2018 Sept. 28, 2018 Oct. 26, 2018	5:00 - 9:00 PM	SJF Community Park
Back To School	Aug. 4, 2018	12:00 - 3:00 PM	SJF Community Park
Thanksgiving Dinner	Nov. 21, 2018	6:30 - 8:30 PM	Community Center
Holiday in the Park	Dec. 1, 2018	5:00 - 9:00 PM	SJF Community Park
Fiesta De Pueblo	Jan. 5, 2019	2:00 - 9:00 PM	SJF Community Park
Flavor Fest	Jan. 26, 2019	10:00 AM - 4:00 PM	Community Center

Michele Thompson, CPRP
Director of Leisure Services

**CITY OF GREENACRES
INTEROFFICE MEMORANDUM
2018.08EB3.001**

TO: Andrea McCue, City Manager

FROM: Kara L. Irwin-Ferris, AICP, Planning and Engineering Director 

SUBJECT: Planning and Engineering Department Report

DATE: September 10, 2018

Listed below are the items currently under review by the Planning and Engineering Department for the reporting period August 1, 2018 through August 31, 2018.

NEW CASES

Legacy Church Ministries

A request by the applicant for an abandonment (AB-18-01) of a right of way located to the south portion of the parcel located between 400 and 420 Jackson Avenue. (Scheduled for LDS review on September 20, 2018)

Church of God 7th Day of Palm Beach

A request by the applicant for a site plan amendment (SP-95-04D) to change the metal roof to asphalt shingle due to cost constraints. The site is located at 3535 S. Jog Road. (Awaiting receipt of total fees due for a Class III site plan amendment)

Catalina Estates

A request by the applicant for special exception approval (SE-18-02) for zero lot line for 20 single-family homes. The site is located at 6282 Dodd Road and 3825 Scott Road. (approximately 950' east of Jog Road on the south side of Dodd Road) . (Scheduled for LDS review on September 20, 2018)

Trafalgar Square

A request by the applicant for a class I site plan (PCD-83-01I) amendment for a minor elevation changes to the color of certain locations on the building as well as swapping out tiles on the roof due to delay in receiving tiles; and swapping out light fixtures to the previously approved site plan. The site is located at the southeast corner of Forest Hill Blvd and South Jog Road.

Tapatia Supermarket

A request by the applicant for a four-part variance (BA-18-02) to allow 5' terminal island widths, reduce 6 parking spaces from the required number of parking, to allow more compact car parking spaces from the maximum 10% or 3 spaces allowed to 9 spaces/27%, and a 2' width reduction of the required 7' perimeter buffer widths. A Site Plan approval request (SP-18-03) for a supermarket. The

site is located at 5450 Tenth Avenue North (Scheduled for LDS review on September 20, 2018)

CURRENT PLANNING CASES

ANX-08-01

Annexation into the City of various road rights-of-way per Interlocal Annexation Agreement (ANX-07-05). (Staff review)

Bethesda Tabernacle

A request by the owner for a variance (BA-15-07), a request for a site and development plan approval (SP-99-04A) to modify the previously approved site plan and a special exception (SE-15-05) to demolish the existing house of worship and develop a 16,459 square foot House of Worship use and accessory uses at 4901 Lake Worth Road. (A withdrawal letter is in the process of being drafted for the applicant. There has been no action on the application for over one (1) year)

Catalina Estates

A request by the applicant for site and development plan approval (SP-18-02) to construct 20 single-family homes. The site is located at 6282 Dodd Road and 3825 Scott Road. (approximately 950' east of Jog Road on the south side of Dodd Road) (Scheduled for LDS review on September 20, 2018)

CPA-18-01 Amendment to Transportation Element

A request by the Planning & Engineering Department to amend the Transportation Element of the Comprehensive Plan to add a "Conceptual Thoroughfare Plan" (Map No. 8 TRN) and Goals, Objectives, and Policies to reflect the City's future mobility needs. (Staff review)

CPA-18-02 Future Land Use Amendment for Lake Worth Road Urban Corridor Overlay Lots

A request by the Planning & Engineering Department for future land use amendments for up to 15 lots currently located within the LWRUCO that cannot be developed as platted. The amendment changes the land use from Commercial (CM) back to Residential Low Density (RS-LD). (Staff review)

Interlocal Annexation – Scott Road

Annexation (ANX-18-01) of an enclave totaling approximately 7.796 acres into the City through an Interlocal Agreement with Palm Beach County. The site is located on the North side of Lake Worth Road approximately 1100 feet east of the intersection of Lake Worth Road and South Jog Road. The annexation includes four separate parcels including two (2) commercial developments, one (1) residential single-family home, and a vacant parcel.

Interlocal Annexation – Lago Palma

Annexation (ANX-18-02) of one enclave totaling approximately 46.7347 acres into the City through an Interlocal Agreement with Palm Beach County. The site is located on the South side of Lake Worth Road approximately 500 feet east of South 57th Avenue at 5656 Lake Worth Road.

Ministries in Bethel

A request by the owner of the existing child care center / preschool at 3950 S. 57th Avenue in the Commercial Intensive (CI) zoning district for a Special Exception (SE-16-01) and Site Plan (SP-84-12A) to construct an approximately 6,940 square foot House of Worship for Ministries in Bethel. (Resubmittal received on August 22, 2018)

RaceTrac @ 10th Avenue & Haverhill Road

A request by the applicant for a special exception (SE-18-01) to allow a Convenience Store with Fuel Sales in a commercial intensive zoning district and for a variance (BA-18-01) request by the applicant to allow a Full Service Fuel Station to be located less than the required 1,500 feet from other service stations and less than 500 feet from a school. In addition, there is a rezoning petition (ZC-18-01) and site plan (SP-18-01) to demolish the vacant building (formerly Walgreens) and construct a new convenience store with fuel sales. The site is located at 4998 10th Avenue. (The zoning motion **to approve** was **denied** by a vote of two (2) to three (3) with Council members Noble, Tharp and Bousquet dissenting) at the City Council meeting on August 20, 2018. (The variance, special exception and site plan applications to be administratively withdrawn)

SITE PLAN AMENDMENTS

5283 Lake Worth Road (fka Lynora's)

A request by the applicant for a site plan amendment (SE-80-11D) to change the elevations to; remove a window, add a door to the floor plan, remove a ladder, add accent lighting, change the stucco design, and modify the awning. The project is located at 5283 Lake Worth Road.

Pine Grove Farm (Lots 38 and 39)

A request by the applicant for a site plan amendment (SP-02-10E) to add an additional house model with two landscape plans for the remaining two vacant lots. (Awaiting receipt of LDS comments letter dated June 25, 2018)

Reserve at Summit

A request by the applicant for a class III site plan amendment to modify condition of approval #18 of the previously approved site plan. The condition places an increased setback in the side yard for fences on corner lots within the development. The site is located on the west side of Ranchette Rd. approximately 275 feet south of Summit Blvd. (Awaiting receipt of LDS comments letter dated August 28, 2018)

Santa Catalina

A Class I Site Plan Amendment (SP-15-04B) to modify the previously approved site and landscape plans. The applicant proposes to change landscape material along Jog Rd, entrance and portions of the interior of the site; reroute sidewalks; addition of a black aluminum vehicular gate and change the vehicular cross access to the north. The site is located at 3145, 3197 and 3229 S. Jog Road. (Resubmittal received on September 4, 2018 and under staff review)

Text Amendment

ZTA-16-05

A city-initiated request for a text amendment to revise Building heights based on comments from the City Council workshop on October 24, 2016. (Postponed from the Planning Commission meeting of August 16, 2017 to the Planning Commission meeting of September 20, 2017, currently no date set for review)

Residential

Whitney Park (aka Bowman Pines)

The Plat was approved by City Council on December 5, 2016. Permits have been issued for site construction and the developer is in the process of doing off-site improvements for water and sewer infrastructure. The applicant has received all single-family permits out of the approved 24 single-family homes. All 24 homes have been completed and a maintenance bond to 10% has been received on March 30, 2018. It will be held until March 30, 2019.

Harvest Pines

The Plat for this 35-unit single-family residential development and acceptance of park site deed were approved at the City Council meeting on April 20, 2015 and engineering permit was subsequently issued. Site civil engineering work is complete. All 33 Certificates of Occupancy have been issued to date. The one year 10% maintenance bond was received on June 26, 2017 and it recently expired. The developer has requested the return of the one year maintenance bond, final inspection done on July 27, awaiting repair of asphalt as noted by City engineer.

Las Ramblas

The Plat was approved at the February 6, 2017 City Council meeting. Permits have been issued for site construction and the developer has requested master model approval for the building home sites. Pre-construction meeting was held on April 19, 2017. The site has been cleared and is currently under construction. The developer has requested four (4) of the fourteen (14) single-family permits to date.

Pine Grove Farm

Except for 2 vacant lots, all work has been completed.

Reserve at Summit

Plat for this 73-unit single-family residential development was approved at the July 6, 2015 City Council meeting and engineering permit and clearing permit have been issued. Site clearing and stormwater drainage, installation of water and sewer piping, internal roads, and the sales models are complete. Construction of homes is underway in the subdivision and more than 99% of the Certificates of Occupancy have been issued. The Recreation parcel has been completed. Staff has notified the developer that a close-out package is required to reduce the bond. The developer is in the process of turning over the HOA to the homeowners.

Santa Catalina

Plat application received on December 9, 2016. The Plat was approved at the February 6, 2017 City Council meeting. Permits have been issued for site construction. A Pre-construction meeting was held on April 26, 2017. The site has been cleared and is under construction. The applicant has requested permits for all residential townhome buildings. There are currently seven (7) Certificates of Occupancy issued for the site.

Commercial

Aldi's Grocery Store (Chickasaw and Jog Rd)

Plat application received on February 15, 2018. The Plat was approved at the City Council meeting on May 7, 2018. Building Dept. issued clearing permit. Utilities permit received on May 23, 2018 was reviewed by City's consulting engineer and comments were issued. Resubmittal received on July 6, 2018 and reviewed by City's consultant engineer. The Utility permit was issued on July 11, 2018. The site is under construction.

Braman Honda

Revised replat under review. Construction of the vehicle storage lot is complete. Permit application for the recently approved service department expansion (SP-97-06G) was issued.

Church of God 7th Day

The building permit and engineering permit are both issued for the development. Construction is underway.

Greenacres Nissan

Developer closed on purchase of the property on October 21, 2015. Plat approved on May 16, 2016 and engineering permit issued immediately thereafter. Building permit issued July 7, 2016. Site and building construction are underway. A Permit Revision was submitted for the addition of the garage and has been issued. Staff is still working with the developer on a lighting plan for the garage. (Temporary Certificate of Occupancy was issued by the Building Official, no final zoning inspections have been requested or completed. Landscape inspection failed awaiting corrections)

Jog Professional

Sewer installation complete. Building and engineering permits issued. Preconstruction meeting with contractor and City staff held on March 20, 2016. Building construction is well under way, with roof trusses and sheathing installed. Owner has new contractor, construction is completed. Landscape inspections to be done.

Soma Medical Center

Building and engineering permits issued for the project and construction of building is completed. Repair of asphalt needed.

Racetrac Market at Sherwood Plaza

Building and engineering permits issued for the project. Pre-construction meeting held on January 10, 2018 and construction underway. Building construction is well under way, with roof trusses and sheathing installed. The developer has requested a Temporary Certificate of Occupancy (TCO) from the Building Department has been issued the store is open for business.

Target

Plat application received on March 22, 2017. The City has completed two rounds of review and found the submittal sufficient for approval. The re-plat was approved at City Council on August 7, 2017. Building and engineering permits issued. Pre-construction meeting was held on February 21, 2018 for Zaxby's. Discount Tire pre-construction meeting was held on February 28, 2018. Zaxby's building construction is completed grand opening held on August 27, 2018. Discount Tire construction is under construction.

Wawa

Plat application received on July 19, 2016, and after review, the Plat was approved by City Council on October 17, 2016, as "Bright Acres Plat". A demolition, Engineering, and Building permit have been closed out for the site. A Certificate of Occupancy (CO) has been issued for a site and two outstanding improvements have been secured with surety. The bus shelter has been installed and permit closed. FPL has moved a power pole in order to accommodate required driveway improvements on South Jog Road. Surety for the bus stop released on September 10, 2018, the driveway improvements were completed, final review completed by Palm Beach County and found satisfactory, surety released on September 10, 2018.

Capital Improvements

Community Center Expansion

Project was advertised for bids on June 28, 2015. Bids were received on July 29, 2015 and City Council awarded the project to Sisca Construction Services, LLC on September 3, 2015. The project is substantially complete. Punch list completion and final close out submittals received. Soprema roof warranty signed, Imetco finish warranty signed. Project in the process of being closed out.

Original Section Drainage Improvement – Phase 4

An application for Phase 4 of the Original Section Drainage Improvements project was submitted to DES on March 31, 2017. Interlocal Agreement approved by Board of County Commissioners on January 23, 2018. Bid 18-007 was awarded to Johnson – Davis, Inc. Work started on August 27, 2018.

Original Section Drainage Improvement – Phase 5

A Community Development Block Grant application for Phase 5 of the Original Section Drainage Improvements was submitted to the Department of Housing & Economic Sustainability on March 9, 2018.

FY 2018 Data:

	CURRENT PERIOD	FY 2018 TO DATE	FY 2018 BUDGET
Annexations	0	2	2
Comprehensive Plan Amendments	1	4	4
Zoning Changes	0	3	3
Special Exceptions	1	2	5
Site Plans	1	3	5
Site Plan Amendments	3	12	17
Variances	0	1	5
Zoning Text Amendments	0	2	3

	CURRENT PERIOD	FY 2018 TO DATE	FY 2018 BUDGET
Landscaping	1	85	138
Zoning	0	89	114
Engineering	0	87	115

CITY OF GREENACRES

INTEROFFICE MEMORANDUM

#2018.09LN4.02

TO: Andrea McCue, City Manager
FROM: Carlos Cedeño, Public Works Director
RE: Public Works Department Report
DATE: September 7, 2018

Listed below is a brief summary of the activities undertaken by the Public Works Department during the period of August 1, 2018 through August 31, 2018.

1. ADMINISTRATION:

- a. Director initiated design and procurement of fixtures for Veterans Memorial at City Hall.
- b. Director attended Department of Housing and Economic Sustainability's Community Development Block Grant (CDBG) Program meeting.
- c. Project Coordinator attended bi-monthly CHASE meeting.
- d. Project Coordinator attended Fixed Asset Refresher Training.
- e. Director and Project Coordinator attended APWA Onsite Asphalt Reconstruction Lunch and Learn.
- f. Project Coordinator met with vendors regarding electric vehicle charging stations.

ACTIVITY	COMMENTS	08/01/18 – 08/31/18	FISCAL YEAR TO DATE	FY2018 BUDGET
Citizen Requests Processed	(5) Website, (30) recycling bins, (1) general requests, (28) complaints	64	453	225

2. ROADS AND DRAINAGE MAINTENANCE

ACTIVITY	COMMENTS	08/01/18 – 08/31/18	FISCAL YEAR TO DATE	FY2018 BUDGET
Medians Maintained (72)	Jog Rd, 10 th Ave N., Forest Hill Blvd., Lake Worth Rd., 57 th Ave.	8	84	N/A
Canal Maintenance (A & B Canals)	1 Mile	4	54	N/A
R-O-W Litter Removal	City Streets	4	49	N/A

ACTIVITY	COMMENTS	08/01/18 – 08/31/18	FISCAL YEAR TO DATE	FY2018 BUDGET
R-O-W Landscape Maintenance	City Streets	3	24	N/A
Landscape Maintenance Retention Ponds/Lakes	Ramblewood Circle, Harwich Court	3	12	N/A
Alleyway Maintenance	5.56 Miles	2	16	N/A
Sidewalks Repaired	Replaced damaged sidewalk at 502 Jennings Avenue	35 l.f.	6,835 l.f.	N/A
Underground utility locate ticket requests	N/A	104	902	700

3. VEHICLE MAINTENANCE

- a. Mechanics attended ATG Vehicle Network & Diagnostic Strategies class.
- b. Received new Fire Ladder truck.

ACTIVITY	COMMENTS	08/01/18 – 08/31/18	FISCAL YEAR TO DATE	FY2018 BUDGET
Inspections	(5) Fuel storage tanks, (6) generators, (1) hazardous materials inspection at Fire Rescue Station 94/PBSO District 16	22	202	N/A
Repair Orders Completed	(11) Fire & Medic trucks, (8) Public Works trucks, (1) Building truck, (2) Finance van, (1) L.S. truck, (52) small engine equipment, and (4) L.S. buses	79	755	800
Preventive Maintenance Performed	(4) Fire & Medic trucks, (1) Public Works truck, (1) Building truck, (5) small engine equipment, and (1) L.S. bus	12	111	190
Service Calls	(3) Fire & Medic trucks, (2) Public Works trucks, (1) Finance van, (3) small engine equipment, and (2) L.S. buses	11	82	N/A

4. BUILDING SERVICES

- a. Set up and broke down for Municipal Clerk's Luncheon.
- b. Installed Little Free Library at Fire Rescue Station 94 and Community Park.

ACTIVITY	COMMENTS	FISCAL YEAR TO DATE	08/01/18 – 08/31/18	FY2018 BUDGET
HVAC Systems (36) Repairs	(2) Fire Rescue 94, (1) City Hall, (1) Fire Rescue 95, (1) Public Works	5	38	N/A
Monthly PM for Interior Lights	17 Buildings	54	400 bulbs	N/A
Monthly PM for (17) Buildings	Includes inspection and replacement of A/C filters, flags, fire sprinkler gauges, battery recycling and rust removal from irrigation	1	11	12
Work Orders Completed	17 Buildings	77	811	800

5. PARKS MAINTENANCE

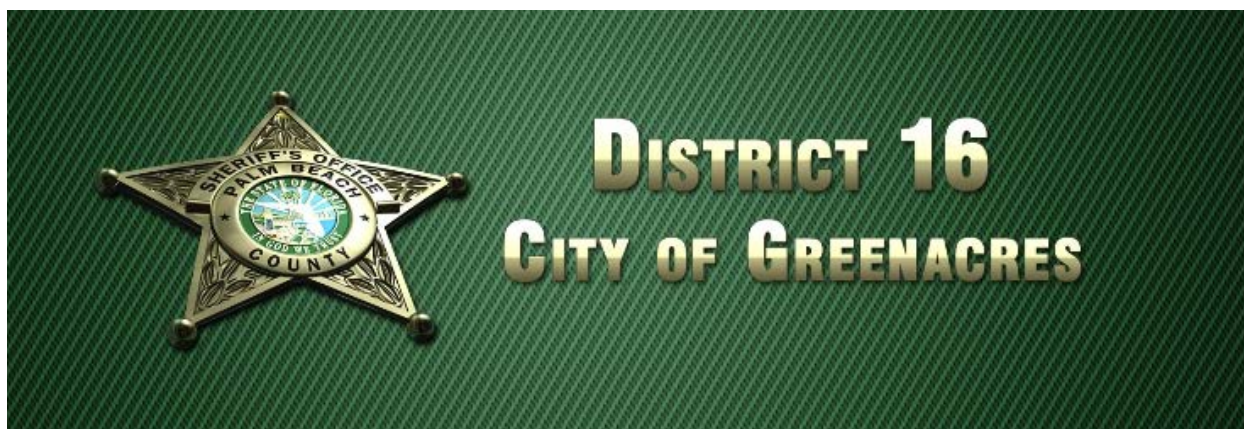
- a. Set up and broke down for Back to School event.
- b. Converted Veterans Park softball field to a multipurpose field.
- c. Coordinated irrigation installation at Empire Park.

ACTIVITY	QUANTITY	08/01/18 – 08/31/18	FISCAL YEAR TO DATE	FY2018 BUDGET
Mowing Public Building Grounds	11.7 acres	5	36	36
Mowing of Parks' Grounds	66.5 acres	5	39	40
Mowing of Sports Turf	15 acres	14	116	90
Athletic Fields (11) Maintained and Prepped	Ballfield, Soccer, Football	53	678	N/A
Athletic Courts (20) Maintained	Tennis, Basketball, Racquetball, Volleyball	2	58	N/A
Parks and Buildings Litter Removal	92 acres	21	148	N/A
Trees in parks and building grounds maintained (4,663)	Trimmed (63) Sabal Palms and (6) Live Oaks at City Hall	69	1191	933
Playground Areas Maintained (15)	N/A	13	133	N/A
Parks and Playground Safety Inspections	15 Playground areas, 13 Parks, 11 Athletic Fields, & 9 Public Buildings	1	11	12
Community Events Assisted	Food Truck Invasion	1	17	22

6. DEPARTMENT OF CORRECTIONS WORK SQUAD

- a. Assisted Building Services Division with City Hall landscape lighting installation.
- b. Assisted Parks Division with trenching for irrigation at Municipal Complex.

ACTIVITY	COMMENTS	08/01/18 – 08/31/18	FISCAL YEAR TO DATE	FY2018 BUDGET
Canal Maintenance	(1) A Canal, (1) B Canal	1	11	N/A
Alleyway Maintenance	5.56 miles	1	16	N/A
Parks Litter Removal	13 Parks	1	8	N/A
Landscape maintenance	Gladiator Park	1	2	N/A
Landscape maintenance	Empire Park	1	3	N/A
Landscape maintenance	Community Park	3	13	N/A
Landscape maintenance	Municipal Complex	2	13	N/A
Landscape maintenance	Freedom Park	4	22	N/A
Work Squad Total Hours Worked	3 inmates for 1 day, 4 inmates for 4 days, 5 inmates for 3 days, 6 inmates for 5 days	355	4137	Estimated 5,500 hr/yr



AUGUST 2018 - MONTHLY STRATEGIC REPORT

CAD CALLS	MONTHLY TOTALS
Business / Residence Checks (Self-Initiated)	2840
Traffic Stops (Self-Initiated)	715
Calls for Service (Excluding 1050's & 1061's)	2139
All CAD Calls - Total	5694

Data Source: Crimeview Dashboard

*Omit Miscellaneous Calls

SUMMARY

During the month there were 5694 generated calls within the District and 62% of these calls were self-initiated.

DATA BELOW REPRESENTS TRAFFIC ACTIVITY CONDUCTED BY D16 PERSONNEL

Data Source: D16 Office Staff

Total Citations	Total Warnings
592	555

DATA BELOW REPRESENTS TRAFFIC ACTIVITY CONDUCTED BY THE PBSO MOTORS UNIT

Data Source: D16 Office Staff

Total Citations	Total Warnings
712	826

FIELD INTERVIEW REPORTS

164 conducted per the FIR Track System

(Provided by CAU)

DISTRICT 16 TRUANTS

14 per the Monthly Stat Spreadsheets

DISTRICT ACTIVITY/INCIDENTS/INITIATIVES

COMMUNITY EVENTS

- District 16 hosted a Bike Giveaway on 08/03/18.
- District 16 participated in the Greenacres Back to School Block Party at Greenacres Community Park on 08/04/18.
- District 16 participated in National Night Out at Pickwick Park on 08/07/18.

OPERATIONS

- District 16 completed a Warrant Initiative Operation. There were 549 active warrants in District 16, some of which were 20+ years old. Over the last several months, Deputies went to each address in an attempt to clear them out. Every attempt/contact was documented in the warrant file. In total 76 arrests were made which took a tremendous effort and was very time consuming.

STREET TEAM

- The District 16 Street Team conducted a traffic stop. While making contact with the driver and occupant he attempted to throw several pieces of crack cocaine to the ground outside the vehicle and was placed under arrest. The vehicle was reported stolen out of our agency the suspect was found in possession of a Glock 23 firearm. Case cleared by arrest.
- The District 16 Street Team was conducting surveillance in the area of Forest Hill Boulevard and South Jog Road due to a rise in violent crime. After observing a drug transaction, probable cause for a traffic stop was met on a vehicle where 72 grams of marijuana and 0.2 grams of cocaine were seized.
- District 16 Detectives investigated a vehicle burglary that occurred on 08/20/17. During the burglary, several thousand dollars of tools, AC parts and Freon was stolen from the vehicle. The responding Deputy processed the vehicle and located a latent print inside the vehicle. This print was later processed and came back to a suspect. On 08/09/18, the suspect was located by the District 16 Street Team and placed under arrest for Burglary/Grand Theft.
- The District 16 Street Team conducted a traffic stop where probable cause was developed to search both the vehicle and its occupants. Subsequent to the search the occupants were arrested and charged with Tampering with Physical Evidence and Possession of Cocaine with the Intent to Sell (10g crack cocaine).
- The District 16 Street Team conducted a traffic stop where probable cause was developed to search both the vehicle and its occupants. The driver was found to be armed with a handgun concealed in his waistband and was taken into custody without incident. The suspect was charged with Carrying a Concealed Firearm and Possession of Marijuana <20g.
- The District 16 Street Team conducted a traffic stop. As deputies approached the vehicle and the subject fled in the vehicle from the scene. Due to safety concerns and his speed a pursuit was not conducted but contact was made with the Palm Beach County State Attorney's Office and a warrant for Fleeing of Attempting to Elude LEO, Reckless Driving, and Driving with License Revoked Habitual is being filed.

DETECTIVES

- District 16 Detectives investigated a fraud case where the victim received an alert from his bank in reference to a transaction being conducted at a business located in the city. The victim contacted the business and was advised by the manager that an order was placed online using his credit card information. The victim stated that he was still in possession of his credit card and that he did not give anyone permission to use it. Detectives made contact at the residence where the food was delivered and contact was made with the suspect. The suspect confessed that she was given the credit card and that she used it to place an online order. The suspect stated that when the food arrived at her residence she signed the receipt but refused to give the name of the person who gave her the cloned credit card.
- District 16 Detectives investigated a vehicle burglary that occurred on 08/20/17. During the burglary several thousand dollars of tools, A/C parts and Freon was stolen from the vehicle. The responding Deputy processed the vehicle and located a latent print inside the vehicle which came back to a suspect. Contact was made with the victim, showing him a photo of the suspect. The victim advised that he did not know the suspect and that the suspect never had permission to be inside the victim's vehicle. On 08/09/18, the suspect was located and placed under arrest for Burglary/Grand Theft.
- District 16 Detectives investigated a case where a suspect entered medical facility and stole several computers. The suspect was arrested committing a separate business burglary and upon completing an analysis he was found to have been the same suspect. A search warrant was completed at the suspect's residence and the victim's property was recovered. All charges were delivered to the Palm Beach County Jail where he was being held and the property was returned to the victims.
- District 16 Detectives investigated an incident of check fraud. After obtaining the transaction details and surveillance photos from the business the victim learned it was her ex-roommate. At that time, the victim refused to prosecute and made a deal with the suspect for restitution. Case is exceptionally cleared.

ROAD PATROL

- A victim arrived home to find an unknown suspect inside the residence. The victim called PBSO and Road Patrol Units, as well as the PBSO K-9, arrived on scene and set a perimeter around the residence. Verbal announcements were given at the front door by PBSO K-9. The suspect who was inside the residence surrendered and other suspects were located inside of the residence. The suspect was arrested and charged with Residential Burglary.

ROBBERY

- On 08/10/18 Deputies responded to a business located in the City of Greenacres regarding an attempted armed robbery. The victim cashed a check for approximately \$1100. The victim exited the store and was punched in the back of the head by suspect #1. After turning around, suspect #2 struck the victim in the side of the head with a cinder block. The victim fought with the suspects as they tried to take his money and the suspects fled on foot. The victim was transported to Wellington Regional with non-life threatening injuries and surveillance footage captured the incident. Through the investigation, one of the suspects was identified. A positive identification was made and an arrest warrant was obtained. A TAC Request was completed and this suspect was subsequently arrested. Post-Miranda the suspect confessed to his involvement, but denied taking anything from the victim. Cleared by arrest.

SOUTH FLORIDA TASK FORCE

- On 08/08/18 the South Florida Task Force Agents adopted a stolen vehicle and burglary case out of the City of Greenacres (District 16). On 08/14/18 District 14 Road Patrol located the stolen vehicle and attempted to stop it. The vehicle fled from the marked units. Approximately two hours later, the vehicle was located again, and this time District 14 maintained surveillance and contacted the Task Force. Task Force Agents, along with Aviation and Canine responded and took over the surveillance. After driving around several Lake Worth communities, the vehicle stopped where agents conducted a vehicle suppression and apprehended the driver without incident. The passenger was detained but was later released due to being picked up minutes before the suppression and denied all knowledge of the vehicle being stolen. Task Force Agents charged the driver with Grand Theft Auto. District 14 Road Patrol was also able to identify this suspect as the driver who previously fled from them on the same night. District 14 charged the driver with Fleeing and Eluding Resist Arrest without Violence. District 16 Detectives responded and interviewed the driver who refused to cooperate. This case is cleared by arrest.

ARREST AND NTA STATISTICS

Arrest Data
Arrests & Notice to Appear (NTA) within District 16
Total Count - 73

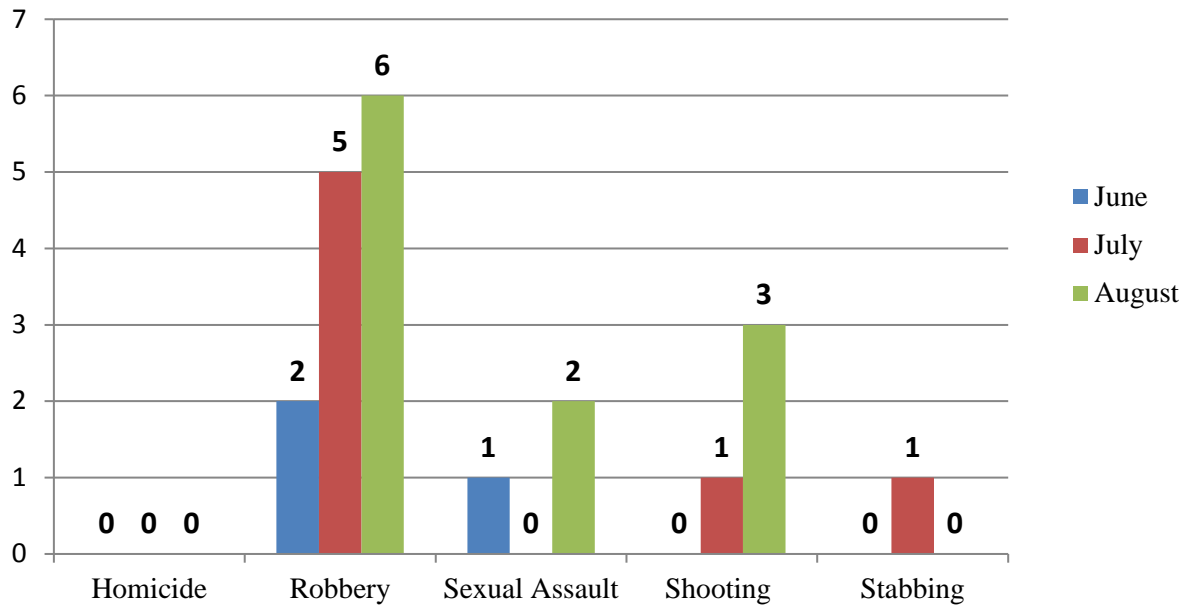
Data Source: Crimeview Dashboard (Calls for Service)

DATA ANALYSIS

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

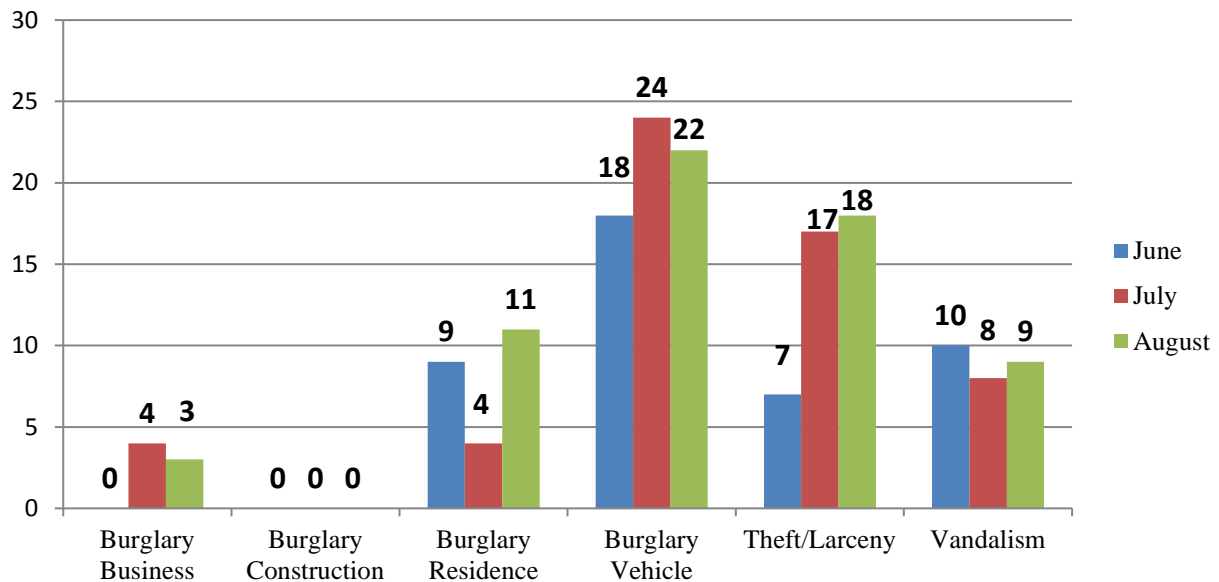
D16 Monthly Stats Homicide, Robbery, Sexual Assault, Shooting, Stabbing

Data Source: CADS/Access



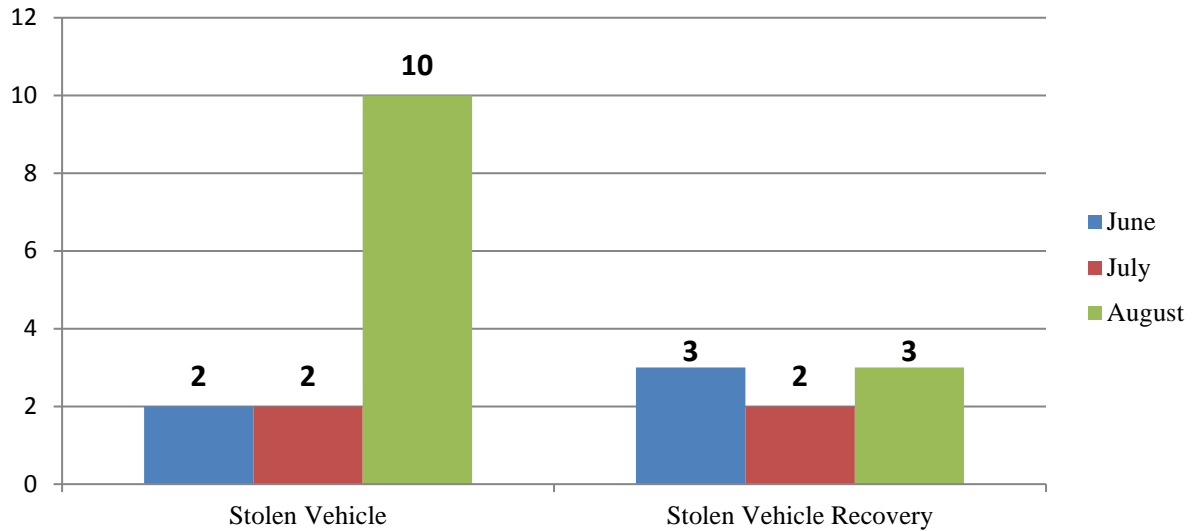
D16 Monthly Stats Burglaries, Theft & Vandalism

Data Source: CADS/Access



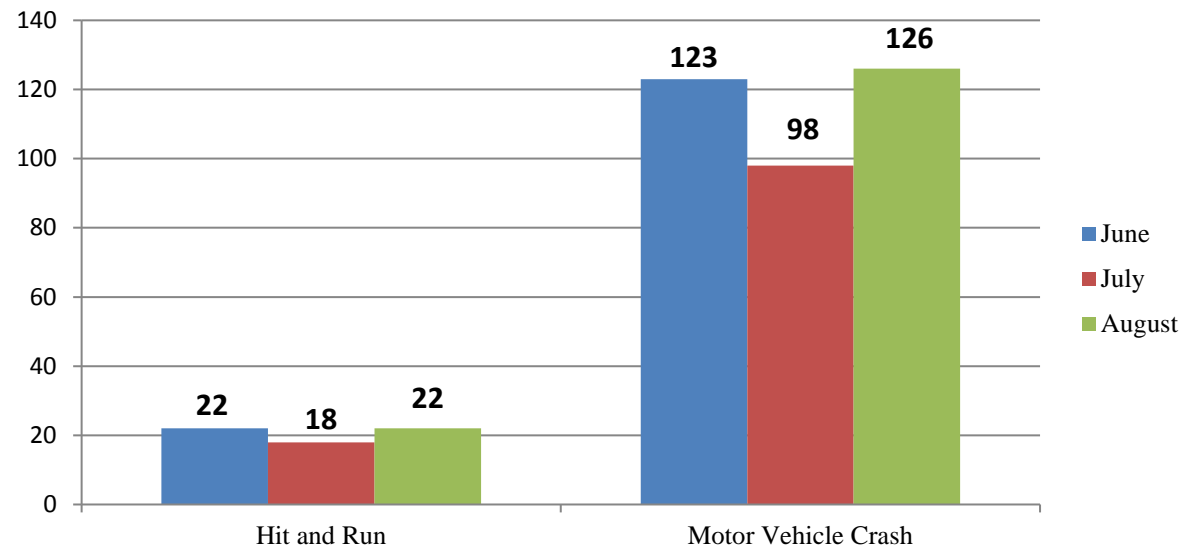
D16 Monthly Stats Stolen Vehicles & Stolen Vehicle Recoveries

Data Source: CADS/Access



D16 Monthly Stats Hit and Run & Motor Vehicle Crash

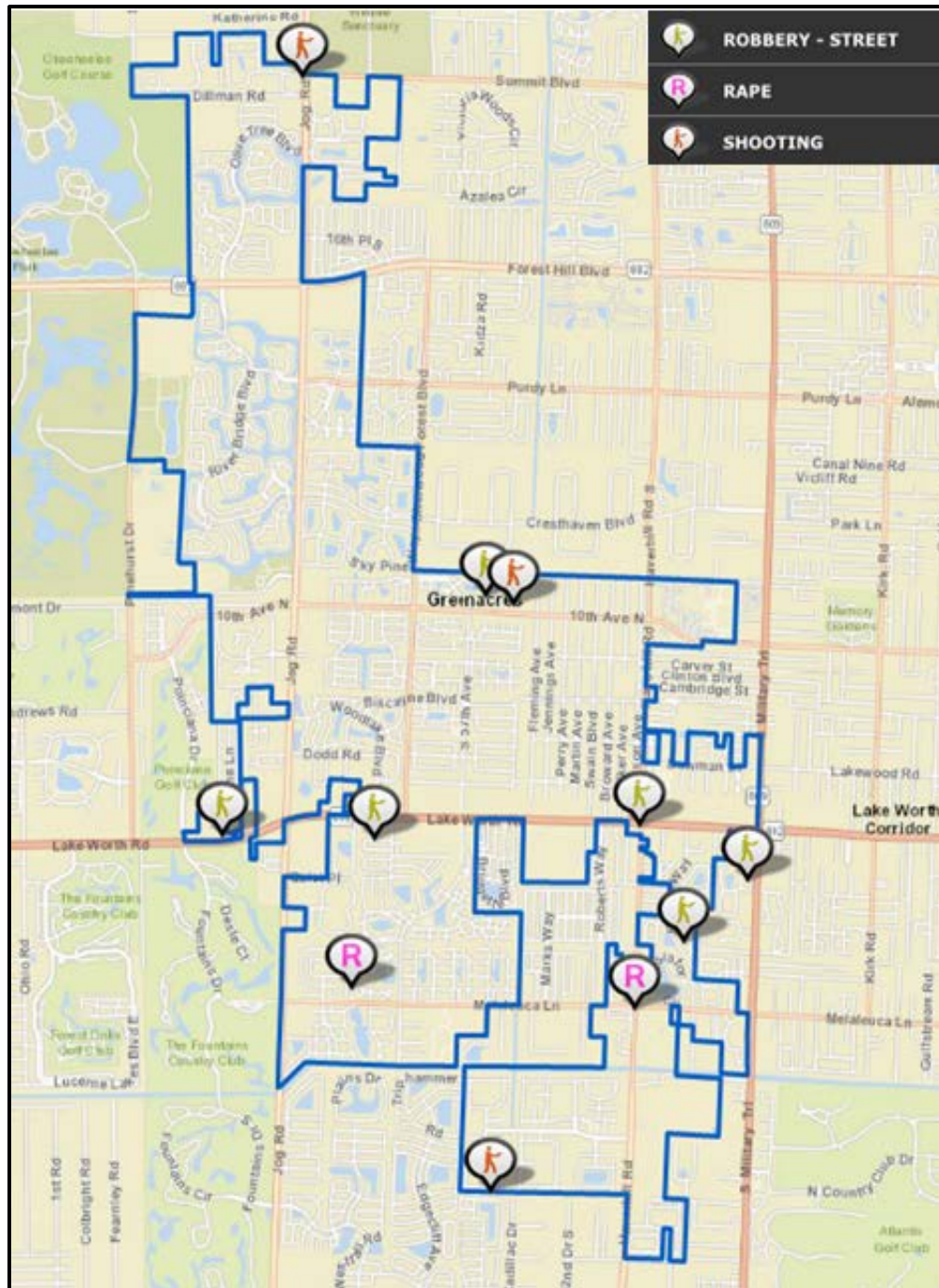
Data Source: Crimeview Dashboard



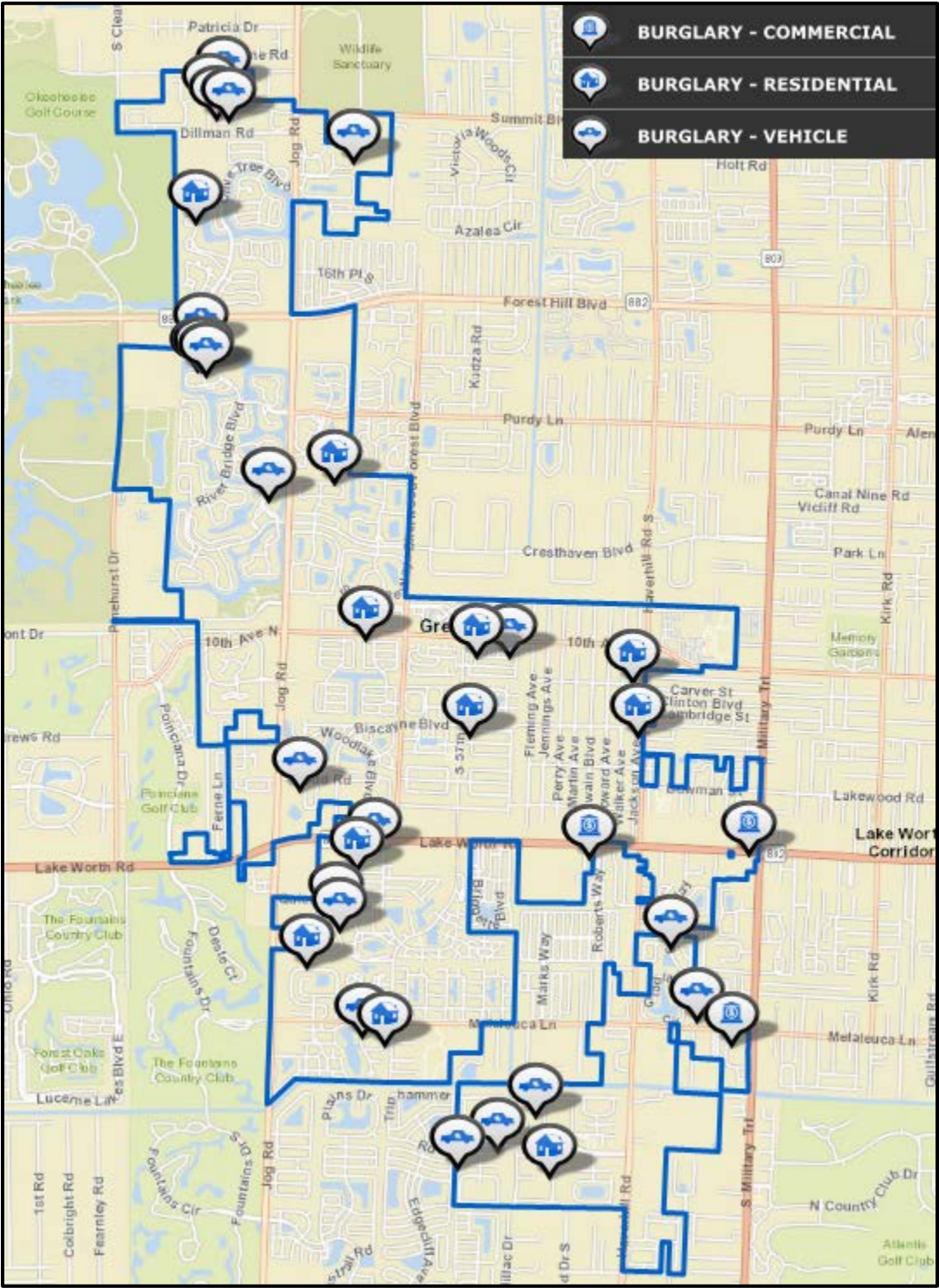
DISTRICT 16 MAP OF ACTIVITY

Data: Source: Crimeview Dashboard

PERSONS CRIMES



BURGLARIES

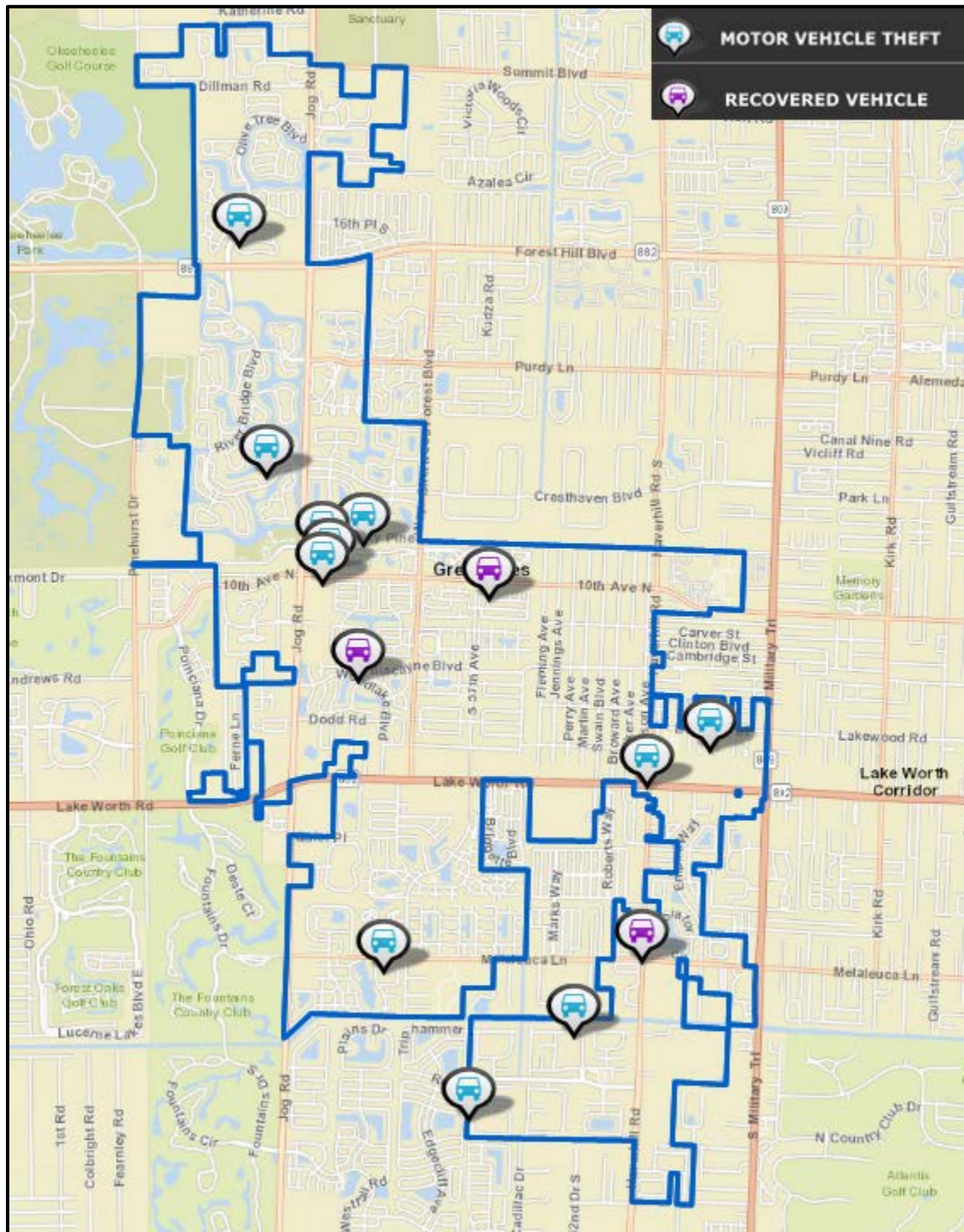


THEFT - ALL OTHER

VANDALISM

3

STOLEN VEHICLES & RECOVERED VEHICLES



FIR MAP

150 Records Plotted

Data Source: Crimeview Dashboard

(164) CONDUCTED PER THE FIR TRACK SYSTEM

