ORDER OF BUSINESS
BOARD OF COUNTY COMMISSIONERS
BOARD MEETING
PALM BEACH COUNTY, FLORIDA

DECEMBER 2, 2025

TUESDAY **COMMISSION**
9:30 A.M. **CHAMBERS**

1. CALL TO ORDER

A. Roll Call
B. Invocation
C. Pledge of Allegiance

2. AGENDA APPROVAL

A. Additions, Deletions, Substitutions
B. Adoption

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REGULAR AGENDA

3. CONSENT AGENDA APPROVAL

A. ADMINISTRATION

1. **Staff recommends motion to receive and file:** the updated current list of Contracts Report which include in-process and completed standard contracts, interlocal agreements, amendments, grant amendment, resolutions, and task orders that are being submitted for this scheduled Board of County Commissioners (BCC) meeting. **SUMMARY:** The current list provides an overview of items in process or completed as it relates to standard contracts, interlocal agreements, amendments, grant amendment resolutions and task orders that are being submitted to the BCC on this scheduled meeting date as agenda items. Countywide (DO)

B. CLERK & COMPTROLLER

1. **Staff recommends motion to receive and file:** Warrant List – Backup information can be viewed in the Clerk & Comptroller's Office.

2. **Staff recommends motion to approve:** the following final minutes of the Board of County Commissioners' meetings:

Meeting Date	Meeting Type
November 4, 2025	Regular
November 5, 2025	Comprehensive Plan

3. **Staff recommends motion to approve:** Contracts (regular) and claim settlements list as submitted by various departments to the Clerk & Comptroller's Office. Countywide

4. **Staff recommends motion to receive and file:** change orders, work task orders, minor contracts, final payments and other items approved by the Contract Review Committee and by the department heads for the Engineering Department; Facilities Development and Operations Department; Water Utilities Department; Environmental Resources Management Department; and the Department of Airports during October 2025. Countywide

3. CONSENT AGENDA APPROVAL

B. CLERK & COMPTROLLER (cont'd.)

5. **Staff recommends motion to receive and file:** Annual financial reports, excess fees, and unexpended budget for Fiscal Year 2024-2025 for the Clerk & Comptroller, Tax Collector, and Property Appraiser. **SUMMARY:** The financial reports of these Constitutional Officers were submitted to the Office of the Clerk & Comptroller on or before October 31, 2025, in accordance with Section 218.36, Florida Statutes. The amounts shown for the Tax Collector and the Property Appraiser represent the total payment to the County. A portion of these revenues are budgeted in the Library, Fire Rescue, and various other special revenue funds. The amounts shown as additional/decrease in excess fees will be included in the adjustment for additional balances brought forward, which will be brought to the Board of County Commissioners (BCC) in March 2026. Countywide

C. ENGINEERING & PUBLIC WORKS

1. **Staff recommends motion to approve:** Change Order No. 16 to the contract (Contract) dated September 1, 2020 (R2020-1251) with MJC Land Development, LLC (MJC) for a retroactive Contract time extension of 57 days to Lyons Road from south of the Lake Worth Drainage District's (LWDD) L-38 Canal to West Atlantic Avenue (Project). **SUMMARY:** Pursuant to Contract Specifications 8-6.4 and 8-7.3.2, approval of Change Order No. 16 will provide a retroactive time extension of 57 days to account for 12 holidays and 45 days of inclement weather when work could not proceed. Per PPM CW-F-050, the total of this Change Order exceeds the allowed time extensions relating to staff approvals of change orders to contracts and requires approval by the Board of County Commissioners (BCC). The Contract was approved on September 1, 2020, in the amount of $9,823,244.20. Previous Change Orders totaling $1,647,642.62 bring the total Contract amount to $11,470,886.82. Prior to Change Order No. 16, previous Change Orders adjusted the Contract completion date to September 26, 2024. With the retroactive time extension associated with this Change Order, the new revised completion deadline and substantial completion were November 22, 2024. This Project is complete and this is the final Change Order before closing out the Project. This Contract was presented to the Goal Setting Committee on March 4, 2020, and the Committee established an Affirmative Procurement Initiative (API) of a 20% minimum mandatory Small Business Enterprise (SBE) participation. MJC committed to 20.61% SBE participation for the Contract. The proposed SBE participation for Change Order No. 16 is 0%. To date, the overall SBE participation achieved on this Contract is 18.19%. MJC was not able to meet their 20.61% SBE participation commitment, due to multiple Change Orders increasing the total Contract amount, without being able to have SBE firms perform the corresponding additional work. District 5 (YBH)

3. CONSENT AGENDA APPROVAL

C. ENGINEERING & PUBLIC WORKS (cont'd.)

2. Staff recommends motion to:

A) adopt a Resolution approving the Highway Maintenance Memorandum of Agreement (HMMOA) with the State of Florida Department of Transportation (FDOT) for the construction of improvements on Northlake Boulevard from Military Trail to Silverthorne Drive (Project); and

B) approve the HMMOA with the FDOT for the Project.

SUMMARY: Adoption of the Resolution approving the HMMOA is required by FDOT to construct the Project within County owned right-of-way on Northlake Boulevard. Project improvements include construction of new drainage, bike lanes, sidewalks, medians, and traffic signals on Northlake Boulevard at the intersections with Keating Drive and Sandtree Drive/Sunrise Drive. The Project will be constructed as part of FDOT's I-95 and Northlake Boulevard interchange project (FM 435808-1-52-01). The County will own and maintain the Project when construction is complete. Construction of the Project will be funded entirely by FDOT. District 1 (YBH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES

1. **Staff recommends motion to approve:** retroactive sole-source Subrecipient Agreement in the Housing and Homelessness Program Area (HHPA) with Catholic Charities of the Diocese of Palm Beach, Inc., (Catholic Charities), to provide homeless prevention, rental assistance, utility assistance, and other supportive services to families at risk of or experiencing homelessness for the period October 1, 2025 through June 30, 2026, in an amount totaling $31,574, for the term of this agreement. **SUMMARY:** The Florida Department of Children and Families (DCF) has awarded Palm Beach County (County) funding through the Unified Homelessness Grant (UHG) LP027. Catholic Charities is the only sole local agency with a Temporary Assistance for Needy Families (TANF)-approved program structure that meets DCF's requirements for homeless prevention and rapid re-housing services. Retroactive approval is requested for expenditures beginning October 1, 2025 through June 30, 2026, due to a delay in receiving the executed contract from DCF. These funds are allocated to Catholic Charities to provide homelessness prevention services to eligible households in the County who are at risk of or experiencing homelessness. Services will include case management, rental and mortgage assistance, and utility assistance. In Fiscal Year (FY) 2025, Catholic Charities provided homeless prevention assistance to 34 households and fully expended their allocation. Under this new agreement for FY 2026, Catholic Charities is expected to serve a minimum of eight (8) households through TANF Homelessness Prevention Activities. The reduction in the number of households to be served is due to decreased TANF funding, combined with an increase in the total financial assistance provided per household. **The funding source is DCF TANF funds**. Countywide (JBR)

3. CONSENT AGENDA APPROVAL

E. <u>COMMUNITY SERVICES</u> (cont'd.)

2. **Staff recommends motion to approve:** Interlocal Contract for Ending the HIV Epidemic (EHE): A Plan for America Initiative with the District Board of Trustees of Palm Beach State College (PBSC), to become effective upon the date of execution by the Palm Beach County Board of County Commissioners (BCC) and remain in effect until February 29, 2028 (initial term), with the option to renew for two (2) additional one (1) year term(s), in a total amount of $250,000, of which $50,000 is budgeted in Grant Year (GY) 2025, with an anticipated annual allocation of $50,000 in each subsequent GY, contingent upon budgetary appropriation by the BCC and subject to funding approval by the U.S Department of Health and Human Services (HHS) and Health Resources Services Administration (HRSA). **SUMMARY:** Vocational training funds are provided by the EHE grant and are allocated based on the amount of funding received each GY. PBSC will provide skill set and vocational /employment training to eligible Palm Beach County (County) residents. An estimated 25 clients are expected to complete vocational training and obtain a credential or certificate during GY 2025. Vocational training empowers persons with HIV/AIDS to achieve economic self-sufficiency, improving long-term access to stable housing, food, transportation, and health care, while reducing dependence on publicly funded HIV/AIDS support programs such as Ryan White (RW). On January 7, 2025, the BCC ratified the Mayor's signature on the EHE grant application (R2025-0020). This grant focuses on reducing HIV/AIDS infections by 90% in the United States by 2030. **No County match is required.** <u>Countywide</u> (JBR)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (cont'd.)

3. **Staff recommends motion to approve:**

A) Standard Agreement No. IA026-9500 for the Older Americans Act (OAA), with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period of January 1, 2026 through December 31, 2026, in an amount not-to-exceed $3,171,220, to provide in-home and community–based services to older adults; and

B) a downward Budget Amendment of $35,720 in the Division of Senior and Veteran Services (DSVS) Administration Fund to align the budget to the actual grant award.

SUMMARY: The Standard Agreement (Catalog of Federal Domestic Assistance (CFDA 93.044, 93.045, 93.052 & 93.053) allows the DSVS to continue providing services under OAA Titles 3B (support services), C1 (congregate meals), C2 (home-delivered meals), and 3E (caregiver support services) to eligible older adults aged 60 and older, as well as their caregivers. The congregate meal program provides meals and nutrition education in community settings, such as senior centers and other public and private facilities. The home-delivered meal program provides meals and nutrition education to homebound older adults. In Fiscal Year (FY) 2025, 85 clients were provided supportive services, 1,547 clients with congregate meals, 594 clients with home-delivered meals, and 16 clients with caregiver support services. In FY 2026, it is projected that 80 clients will receive support services, 1,980 clients will receive congregate meals, 650 clients will receive home-delivered meals, and 14 clients will receive caregiver support services. DSVS has been receiving this grant since 1977. The number of older adults served is determined by the amount of the grant funding and the specific needs of the clients. **The total required County match is $337,248, which is already included in the budget. No additional County match is required.** The downward Budget Amendment is necessary to align the County budget with the actual grant award. DSVS is responsible for providing services north of Hypoluxo Road, covering all districts except for Districts 2, 4, 5, and 7 south of Hypoluxo Road. The Volen Center, Inc. is responsible for providing services in the areas south of Hypoluxo Road.

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (cont'd.)

3. **SUMMARY (cont'd.):** The Standard Agreement with AAA requires broader indemnification by the County, than that allowed by PPM CW-F-049. Section 29.3 of the Standard Agreement requires the County to protect, indemnify, defend, and hold harmless AAA and the Department from and against any and all costs claims, demands, damages, losses, and liabilities arising from or in any way related to the County's breach or its negligent acts or omissions related to section 29 of the Standard Agreement. The Risk Management Department and the County Attorney's Office have reviewed the indemnification requirements for the Standard Agreement and advised staff accordingly. Given that this provision has previously been approved by the Board of County Commissioners (BCC) on March 11, 2025 (Agenda Item 3E-2) and liability is limited to the County's acts and omissions, which is subject to section 768.28, Florida Statutes, staff recommends BCC approval. Countywide except for portions of Districts 2, 4, 5, and 7 south of Hypoluxo Rd. (JBR)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (cont'd.)

4. Staff recommends motion to:

A) ratify the Mayor's signature on the U.S. Department of Housing and Urban Development (HUD) Fiscal Year (FY) 2024 Continuum of Care (CoC) Homeless Management Information System Expansion Grant Agreement (HMIS Expansion Grant Agreement) No. FL0823L4D052405, for the period November 1, 2025 through October 31, 2026, in the amount of $301,237, to increase HMIS capacity, enhance training, improve data quality monitoring, and analyze data to improve the CoC delivery system;

B) ratify the Mayor's signature on HUD CoC Palm Beach County (PBC) Planning Grant FY 2024 Agreement (Planning Grant Agreement) No. FL1096L4D052400, for the period October 1, 2025 through September 30, 2026, in the amount of $521,853, for the coordination and evaluation of planning activities related to ending homelessness;

C) ratify the Mayor's signature on the HUD CoC PBC South East Florida Behavioral Health Network (SEFBN) Permanent Supportive Housing (PSH) Grant Agreement (PSH Grant Agreement) No. FL1046L4D052401, for the period November 1, 2025 through October 31, 2026, in the amount of $717,940, to provide permanent supportive housing to individuals with disabilities who are chronically homeless;

D) ratify the Mayor's signature on the Second Amendment to the HUD CoC PBC SEFBN PSH Grant Agreement FL1046L4D052300 (Second Amendment to SEFBN PSH Grant Agreement), for the period November 1, 2024 through October 31, 2025, to reallocate funds from supportive services to rental assistance and administration;

E) approve a retroactive First Amendment to Subrecipient Agreement with Gulfstream Goodwill Industries, Inc. (GGI) (R2025-0673) (First Amendment), in the amount of $717,940, to provide permanent supportive housing to 22 chronically homeless individuals with disabilities in PBC, for the period November 1, 2025 through October 31, 2026; and

F) approve an upward Budget Amendment of $717,940 in the HUD Fund to align the budget with the grant awards.

3. CONSENT AGENDA APPROVAL

E. <u>COMMUNITY SERVICES</u> (cont'd.)

4. **SUMMARY:** On September 10, 2025, the Human Services and Community Action Program (HSCAP) was notified of the HUD grant awards for the HMIS Expansion Grant, the Planning Grant, and the PSH Grant. The HMIS Expansion Grant Agreement increases the capacity to integrate data management systems and analyze data in order to improve and coordinate the delivery of homeless services. **A County match is required in the amount of $75,310 (25%).** This amount is included in the FY 2026 County Budget. The Planning Grant Agreement provides funding for the coordination and evaluation of activities related to ending homelessness. These activities include monthly CoC meetings and subcommittee meetings, annual preparation of the HUD CoC grant application, and the provision of technical assistance and monitoring for local grant recipients. **A County match is required in the amount of $130,464 (25%),** which is included in the FY 2026 County Budget. The PSH Grant Agreement provides funding for the provision of permanent supportive housing to individuals with disabilities who are chronically homeless. The funding will be subcontracted to Gulfstream Goodwill Industries (GGI), which will provide the services. **A match of $179,485 (25%) is required**. The match will be met by the subcontractor, GGI. The PSH Grant Agreement for the period November 1, 2024 to October 31, 2025 was originally awarded to SEFBHN, which was unable to implement the contract. Subsequently, HUD transferred the contract to the County, which subcontracted it to GGI. An Amendment was needed to align the budget originally submitted by SEFBHN with the budget required by GGI. The GGI PSH Agreement for FY 2024-25 allows for renewal for two (2) additional years (FY 2026 and FY 2027) at the County's discretion. GGI has served 27 individuals to date. GGI provides rental assistance, case management, and wrap-around support services. <u>Countywide</u> (JBR)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (cont'd.)

5. Staff recommends motion to approve:

A) a Subrecipient Agreement (Agreement) with Rebel Recovery Florida, Inc. (RRF) for the provision of Mobile Unit Purchase for Expanding Syringe Services Programs (ESSP) in Palm Beach County (County), in the amount of $275,000, for the one (1)-time purchase of a Mobile Unit for ESSP, effective from the date of full execution by the County through June 30, 2026; and

B) a one (1)-time advance payment of $137,500, representing 50% of the total Unit cost, to be paid to RRF.

SUMMARY: RRF is the sole entity providing ESSP services in the County. Utilizing State Opioid Settlement Funds (OSF), RRF will purchase a Mobile Unit to provide mobile ESSP services for County residents who inject drugs. ESSP is a syndemic expansion of the Ending HIV Epidemic (EHE) ESSP program Mobile Unit, serving people living with HIV/AIDS and co-occurring substance use disorders. The expansion of these services were developed in collaboration with the Behavioral Health, Substance Use and Co-Occurring Disorders (BHSUCOD) Advisory Committee and is memorialized in the Behavioral Health and Substance Use Disorder (BHSUD) Plan 2024 (Plan 2024), which was approved by the Board of County Commissioners (BCC) on October 22, 2024 (Agenda Item 5E-1). The ESSP provides a range of client-centered services focused on connecting participants to health care, mental health services, housing assistance, employment and education counseling, and opioid overdose prevention resources and preventing the transmission of HIV/AIDS, viral hepatitis, and/or other blood-borne diseases. ESSP also serves as a bridge to drug treatment, recovery support, and other social services for persons who inject drugs and their sexual partners. The RRF's current Mobile Unit has exceeded its useful life, requiring frequent maintenance and service appointments that have limited RRF's ability to consistently provide Syringe Services Program (SSP) activities. The Mobile Unit is essential to the ESSP, as it provides a safe and accessible space for testing, counseling, and other harm reduction resources for County residents. The OSF BHSUD action areas align with the BCC strategic priority of addressing substance use and behavioral health disorders.

3. CONSENT AGENDA APPROVAL

E. <u>COMMUNITY SERVICES</u> (cont'd.)

5. **SUMMARY (cont'd.):** These services will be provided in partnership with an established community-based SSP and will cover a range of client-centered activities aimed at identifying individuals and linking them to care and treatment. Ms. Nancy McConnell, an employee of Rebel Recovery Florida, Inc., is a member of the County's HIV Care Council (Care Council). Mr. Austin Wright, Program Manager for the Florida Access to Syringe and Health Services (FLASH) Exchange program, is a member of the BHSUCOD. Neither the Care Council or the BHSUCOD provides no regulation, oversight, management, or policy-setting recommendation regarding the agency contract listed above. Disclosure of this contractual relationship at a duly noticed public meeting is provided in accordance with Section 2-443 of the County Code of Ethics. **No County match is required.** <u>Countywide</u> (JBR)

6. **<u>Staff recommends motion to approve:</u>** Retroactive sole source Interlocal Agreement (Agreement) with Florida Atlantic University Board of Trustees (FAU), for the Fiscal Year (FY) 2026 period of July 1, 2025 through September 30, 2026, in an amount of $163,000 under the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Program, CoC Planning Grant, for consultation and evaluation services for the Palm Beach County (County) Community Services Department (CSD) Housing Leadership Academy (Academy) serving County residents. **SUMMARY:** The Academy is a new nine (9)-month professional development program designed to strengthen housing development leadership capacity within the County's housing and homelessness response systems. Under this Agreement, FAU's Sandler School of Social Work will provide consultation and evaluation services for the Academy, including curriculum consultation, participant outcome tracking, and analysis and evaluation of program impact. Retroactive approval effective July 1, 2025, is requested due to extended contract development and negotiations. This evaluation will support data-informed planning and strategic decision-making in alignment with HUD's CoC performance objectives. This is a HUD CoC Planning Grant FL1096L4D052400–funded project. <u>Countywide</u> (JBR)

3. CONSENT AGENDA APPROVAL

G. OFFICE OF FINANCIAL MANAGEMENT & BUDGET

1. Staff recommends motion to approve:

A) a Budget Amendment of $404,253 in the 80.34M NAV Pub Imp Rev Bonds, Series 2025 Capital Project Fund 3086 to amend the budget for the actual bond proceeds and costs of issuance;

B) a Budget Amendment of $5,349,033 in the 80.34M NAV Pub Imp Rev Bonds, Series 2025 Debt Service Fund 2086 to amend the budget for the actual debt service costs; and

C) a Budget Transfer of $5,349,033 to General Fund Contingency Reserves to align the debt service budget with actual amounts.

SUMMARY: On September 16, 2025, the Board of County Commissioners (BCC) approved Resolution No. R2025-1270 which authorized the issuance of the Series 2025 Bonds. The tax exempt Series 2025 Bonds are for the purpose of funding the 810 Datura Street Building replacement, the Animal Care and Control Facility renovation and expansion, the South County Administrative Complex design, and to pay the cost of issuance of the bonds. The bonds, issued for a 20 year term at 3.711%, will provide the amount needed to fully fund the County's commitment to the projects. Through an electronic bid process, the County awarded the sale to J.P. Morgan. The average annual debt service is $6.446 million and will begin FY 2026. These budget amendments and budget transfer will amend the FY 2026 budget for the actual proceeds and results of the sale of the tax exempt Series 2025 Bonds. Countywide (DB)

2. Staff recommends motion to receive and file: The Financial Statements for the Fiscal Year ending September 30, 2024 from the Town of Lake Park Community Redevelopment Agency (TLP CRA). **SUMMARY:** The TLP CRA has submitted its Financial Statements for the Fiscal Year ending September 30, 2024 as per section number 163.356(3)(d), Florida Statutes. Countywide (DB)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS

1. **Staff recommends motion to approve:** A contract with REG Architects, Inc. (Consultant) in the amount of $1,136,000 to provide professional architectural/engineering services for the Peanut Island Park Improvement project. **SUMMARY:** Peanut Island Park, located within the Intracoastal Waterway at 6500 Peanut Island Road in Riviera Beach, is in need of improvements/renovations to provide public access to certain existing structures. Professional services for this contract include, but are not limited to, structural assessment, design, site planning, permitting and construction administration for the planned improvements at Peanut Island Park, which includes approximately 9,000 square feet of renovation to the existing Coast Guard Station House, Coast Guard Boathouse, and the Kennedy Bunker. Built in 1937, both the Coast Guard Station House and the Coast Guard Boathouse have historical significance to Palm Beach County; however, they are both in poor condition due to age, visible water and termite damage and will likely need to be deconstructed to original basic structural components before being rehabilitated. The Kennedy Bunker, built in 1961, is also historically significant, in need of repair, and appears structurally sound with only select structural reinforcement required. This project has received partial funding and we anticipate future state funds and/or other non-ad valorem proceeds. Given the possibility of state funding, this contract is exempt from the Equal Business Opportunity (EBO) Ordinance pursuant to section 2-80.22 thereof. Funding for this contract is from the Park Improvement Fund and Florida Department of Commerce Grants. (Capital Improvements Division) Districts 1 and 7 (MWJ)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (cont'd.)

2. **Staff recommends motion to approve:** an Amendment to an Interlocal Agreement (ILA) with Broward, Miami-Dade, and Monroe Counties for the cost-share support of services for the Southeast Florida Regional Climate Change Compact. **SUMMARY:** This item amends an ILA among Palm Beach, Broward, Miami-Dade, and Monroe Counties, which designates a single fiscal agent to manage a contract with the Institute for Sustainable Communities (ISC), a not-for-profit corporation, that provides essential operational support, project management, and facilitation services for the Southeast Florida Regional Climate Change Compact (Compact). The Compact coordinates regional workshops and summits, develops state and federal policy platforms, and secures grant funding, among other activities. On December 15, 2009, the Board of County Commissioners (BCC) adopted the Compact providing for a regionally coordinated approach to addressing resilience in the built environment with Broward, Miami-Dade, and Monroe Counties (R2009-2170). Due to recent fiscal constraints, Monroe County reduced its contribution to the Compact from $100,000 to $5,000. Because the current ILA requires equal contributions, the proposed amendment is necessary. The Compact used this opportunity to identify cost reduction opportunities, with the remaining counties each reducing their contributions from $100,000 to $80,000, resulting in a proposed 20% reduction in overall costs for Palm Beach County (PBC). The Amendment also modifies the contract term from January 2027 to October 2026, to align with County fiscal year (FY). Over the next year, the Counties will continue evaluating opportunities to improve efficiency and will present a new three (3) -year ILA for the BCC's consideration in mid-FY 2026. (BERR) Countywide (RM)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (cont'd.)

3. **Staff recommends motion to approve:** the Second Amendment to Concessionaire Lease Agreement with GC Ventures FL, LLC (GC Ventures), exercising the second and final one (1) year renewal option extending the term retroactively from August 16, 2025 through August 15, 2026. **SUMMARY:** On July 13, 2021, the Board of County Commissioners (BCC) approved a Concessionaire Lease Agreement (Agreement) (R2021-0944) with GC Ventures for the operation of a food and beverage concession at Okeeheelee Golf Course at Okeeheelee Park. The initial term of the Agreement was three (3) years with two (2) successive one (1) year renewal options for the management of approximately 1,800 SF of indoor and outdoor space known as the Okee Grill. The first of two (2) options was exercised by GC Ventures and approved by the BCC on May 14, 2024 (R2024-0546) with the latest term expiring on August 15, 2025. GC Ventures submitted timely notification of its intention to exercise the last renewal option. This Second Amendment retroactively extends the Lease term from August 16, 2025 to August 15, 2026; and adds and updates certain standard provisions required in County Agreements. The Agreement provides for a 3% rent increase, making $13,506.10 the Annual Rent for the period of August 16, 2025 through August 15, 2026. All other terms and condition of the Agreement remain unchanged. The Parks and Recreation Department (Parks) will continue to have administrative responsibility for the Agreement. (Property & Real Estate Management) District 2 (ZQ)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (cont'd.)

4. Staff recommends motion to approve: continuing contracts with the following three (3) firms to provide asbestos and industrial hygiene consulting services on an as needed basis through December 1, 2030.

Consultants	Status	SBE or Non- SBE
A) GFA International, Inc. dba Universal Local Engineering Sciences	Local	Non-SBE
B) Partner Assessment Corporation dba Partner Engineering and Sciences, Inc.	Local	Non-SBE
C) Professional Service Industries, Inc. dba Intertek-PSI	Non-Local	Non-SBE

SUMMARY: The purpose of these continuing contracts is to pre-select consultants to provide asbestos and industrial hygiene consulting services for various capital improvement/renovation/maintenance projects countywide. The projects to be assigned will have a construction value not to exceed $7,500,000 or study activity not to exceed $500,000. Consultant fees will be negotiated on an individual task basis for the identified projects. These contracts will be for five (5) years. This continuing contract was solicited pursuant to the requirements of the Equal Business Opportunity (EBO) Ordinance. This continuing contract was presented to the Goal Setting Committee on November 6, 2024, and the Committee established Affirmative Procurement Initiative of a Small Business Enterprise (SBE) evaluation preference for the selection of the consultants. The Committee did not establish a mandatory SBE subcontracting goal for this continuing contract due to the limited subcontracting opportunities. GFA International, Inc. dba Universal Engineering Sciences committed to 10% SBE participation, Partner Assessment Corporation dba Partner Engineering and Sciences, Inc. committed to 15% SBE participation, and Professional Service Industries, Inc. dba Intertek-PSI did not commit to any SBE participation. The actual SBE participation will be identified on each consultant services authorization (CSA) and will be tracked cumulatively over all CSAs issued under the contract. (Capital Improvements Division) Countywide (MWJ)

3. CONSENT AGENDA APPROVAL

I. HOUSING & ECONOMIC DEVELOPMENT

1. **Staff recommends motion to receive and file:** CDBG Public Service Agreement with the Redlands Christian Migrant Association, Inc. (RCMA) to provide public services under the Fiscal Year (FY) 2025-2026 Community Development Block Grant (CDBG) Program in the amount of $14,875 for the period October 1, 2025 to September 30, 2026. **SUMMARY:** The Agreement with RCMA provides $14,875 in grant funds in FY 2025-2026, as approved by the Board of County Commissioners (BCC) during the budget process, to assist with childcare and development services within Palm Beach County (County) from the central office located in the Glades area. On July 8, 2025, the BCC approved the Palm Beach County Action Plan for FY 2025-2026 (R2025-1005), which included $227,861 in CDBG funds allocated to non-profit agencies to provide various public services. The Agreement with RCMA has been executed on behalf of the BCC by the Director of the Department of Housing and Economic Development in accordance with Agenda Item# 6G-1 (R2025-1005) as approved by the BCC on July 8, 2025 that delegated authority to the County Administrator or designee to execute forms, certifications, funding agreements, amendments thereto, and all other documents necessary for implementation of the Action Plan, CDBG, HOME and ESG activities. County PPM CW-O-051 provides that all contracts, agreements and grants signed with delegated authority must be submitted by the initiating department as a receive and file agenda item. **These are Federal CDBG funds that do not require local match.** Countywide (HJF)

2. **Staff recommends motion to receive and file:** a Loan Agreement (Agreement) with the Housing Authority of the City of Belle Glade for Infrastructure Sales Tax (IST) Funds in the amount of $2,500,000. **SUMMARY:** This Agreement with the Housing Authority of the City of Belle Glade provides a total amount of $2,500,000 in IST funds toward the rehabilitation of up to 534 units for their Okeechobee and Osceola sites for farm labor housing. On November 1, 2022, the Board of County Commissioners (BCC) approved $2,500,000 in IST funding for the Project. The IST funds will provide for the restoration of 116 vacant units, the rehabilitation of 31 uninhabitable units, and the conversion of 24 units to handicap accessible within their Okeechobee and Osceola sites. All units will be for families whose income is no greater than 80% of the Area Median Income (AMI) (for a household of two (2) persons no greater than $74,880) for an affordability period of perpetuity. The total development cost is $16,845,000. The Agreement has been executed on behalf of the BCC by the Director of the Department of Housing and Economic Development (DHED) in accordance with Agenda Item 5B-1, as approved by the BCC on November 1, 2022, that delegated authority to the County Administrator or designee to execute agreements, amendments thereto, and all other related documents necessary for Project implementation. In accordance with County PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating department as a receive and file agenda item. **These are County IST Program funds that do not require a local match.** District 6 (HJF)

3. CONSENT AGENDA APPROVAL

I. HOUSING & ECONOMIC DEVELOPMENT (cont'd.)

3. **Staff recommends motion to receive and file:** a HOME Investment Partnership Community Housing Development Organization (HOME-CHDO) Loan Agreement (Agreement) with Villas of Solana, LLC. **SUMMARY:** This Agreement with Villas of Solana, LLC provides a total amount of $1,494,786 in HOME-CHDO funding to construct 28 townhomes, of which ten (10) will serve households earning at or below 80% of the Area Median Income (AMI) (for a household of two (2) persons no greater than $74,880) in the City of Riviera Beach, Florida. On November 17, 2020, the Board of County Commissioners (BCC) approved a HOME CHDO funding award of $494,786 to Riviera Beach Community Development Corporation, Inc. (RBCDC) for the development of four (4) HOME Assisted Units restricted to households earning at or below 80% AMI. RBCDC is the sole member of Villas of Solana, LLC. On August 20, 2024, the BCC awarded an additional $1,000,000 in HOME CHDO funds to RBCD in response to RFP HED2024.1. With this additional funding, the number of HOME Assisted Units increased from four (4) to ten (10). These units will remain affordable to households earning at or below 80% AMI for a period of 30 years. The total development cost is $12,170,610. The Agreement has been executed on behalf of the BCC by the Director of the Department of Housing and Economic Development (DHED) in accordance with Agenda Item # 6D-4, as approved by the BCC on November 17, 2020, which delegated authority to the County Administrator or designee to execute agreements, amendments thereto, and all other related documents necessary for Project implementation. In accordance with County PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating department as a receive and file agenda item. **These are Federal HOME Program grant funds which do not require a local match.** District 7 (HJF)

3. **CONSENT AGENDA APPROVAL**

I. **HOUSING & ECONOMIC DEVELOPMENT (cont'd.)**

4. **Staff recommends motion to receive and file:** Amendment 002 (Amendment) to the Community Development Block Grant (CDBG) Capital Improvement Agreement R2024-1411 (Agreement) with the City of Lake Worth Beach (City) to extend the performance dates. **SUMMARY:** The Agreement provided $301,586 in funding for the improvements to the Youth Empowerment Learning Center within the City. The Agreement was amended through Amendment 001 (R2025-0946) to revise the project scope and include a new roof at their other building onsite referred to as the Osborne Community Center. Amendment 002 is necessary to grant the City's request to provide additional time to complete the bid process and award the construction contract for the Project, due to delays during the project bidding phase. The renovations will be conducted at the Youth Empowerment Learning Center located at 1699 Wingfield Street, Lake Worth Beach, FL 33460 (Project), which is funded under Fiscal Year (FY) 2024-2025 Community Development Block Grant (CDBG) Program. The additional time will allow the City to complete the project and request reimbursement of the CDBG grant allocation. Therefore, the performance timelines have been extended as follows: Construction contract award date has been extended from June 30, 2025 to November 30, 2025; City request for 50% reimbursement of CDBG funds has been extended from September 30, 2025 to February 28, 2026; construction completion has been extended from November 30, 2025 to May 31, 2026 and City's request for 100% reimbursement of CDBG funds has been extended from December 31, 2025 to June 30, 2026. The Agreement expiration date has also been extended from December 31, 2025 to July 31, 2026. This Amendment will allow the County to meet its expenditure obligations and HUD requirements. Amendment 002 has been executed on behalf of the Board of County Commissioners (BCC) by the Director of the Department of Housing and Economic Development (DHED), in accordance with R2024-0828 dated July 2, 2024 (Agenda Item # 6E-1) that delegated authority to the County Administrator or designee to execute forms, certifications, funding agreements, amendments thereto, and all other documents necessary for implementation of the Palm Beach County Action Plan for FY2024-2025, CDBG, HOME Investment Partnership and Emergency Solutions Grant activities. County PPM CW-O-051 provides that all contracts, agreements and grants signed with delegated authority must be submitted by the initiating department as a receive and file agenda item. **These are Federal CDBG funds which do not require a local match.** District 3 (HJF)

3. CONSENT AGENDA APPROVAL

I. HOUSING & ECONOMIC DEVELOPMENT (cont'd.)

5. **Staff recommends motion to receive and file:** a Loan Agreement (Agreement) with the Residences at Marina Village, LLC (Marina Village), for Housing Initiatives Program (HIP) funds in the amount of $4,719,882.**SUMMARY:** On February 11, 2025, the Board of County Commissioners (BCC) approved $4,719,882 in HIP funding for the Marina Village (the Project), located at 1124 Broadway Avenue, Riviera Beach, Florida. The proposed Project consists of the construction of 149 multi-family housing units designed to provide affordable and workforce housing opportunities within the City of Riviera Beach. This Agreement with Marina Village provides a total of $4,719,882 in HIP funds to support the construction of the Project, for a per unit cost of $31,677. The Project will address the critical shortage of affordable and workforce housing in the area by serving households earning between 30% and 110% of the Area Median Income (AMI). The total project cost is $67,500,520. The development will include a mix of income-restricted units to serve households at various income levels, as follows:

1. Eight (8) units for households earning up to 30% AMI (no greater than $28,080 for a household of two (2));

2. 22 units for households earning up to 50% AMI (no greater than $46,800 for a household of two (2));

3. 59 units for households earning up to 60% AMI (no greater than $56,160 for a household of two (2));

4. 23 units for households earning up to 80% AMI (no greater than $74,880 for a household of two (2)); and

5. 37 units for households earning up to 110% AMI (no greater than $102,960 for a household of two (2)).

The Agreement has been executed on behalf of the BCC by the Director of the Department of Housing and Economic Development (DHED) in accordance with Agenda Item # 5E-3, as approved by the BCC on February 11, 2025, that delegated authority to the County Administrator or designee to execute agreements, amendments thereto, and all other related documents necessary for Project implementation. In accordance with County PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating department as a receive and file agenda item. District 7 (HJF)

3. CONSENT AGENDA APPROVAL

J. PLANNING, ZONING & BUILDING

1. Staff recommend motion to:

a) approve the Form of Contract with Home Show Productions, Inc. (HSP) dba as American Consumer Shows (ACS) for exhibit space rental for the 2026 Spring Home Show to be held at the South Florida Fairgrounds, for which the Agreement will automatically renew annually up to a maximum of five (5) years, initially for $2,020.50 per booth for which the price may be adjusted annually;

b) delegate authority to the County Administrator or designee to electronically execute the Form of Contract and any amendments to the Form of Contract that do not substantially change the scope of work, terms or conditions of the Form of Contract, and future agreements and amendments thereto are substantially like the approved Form of Contract;

c) approve the Form of Contract with Home Show Productions, Inc. (HSP) parent company of ACS for exhibit space rental for the 2026 Fall Home Show to be held at the South Florida Fairgrounds, for which the Form of Contract will automatically renew annually up to a maximum of five (5) years, initially for $2,020.50 per booth for which the price may be adjusted annually; and

d) delegate authority to the County Administrator or designee to electronically execute the Form of Contract and any amendments to the Form of Contract that do not substantially change the scope of work, terms or conditions of the Form of Contract, and future agreements and amendments thereto that are substantially like the approved Form of Contract.

SUMMARY: The Palm Beach County, Planning, Zoning and Building Department, Building Division (Division) is requesting the Board of County Commissioners (BCC) approval of the HSP & ACS form Agreements for exhibit space rental. The Form of Contracts are for two (2) home shows per year; scheduled for Spring and Fall of each year at a cost of $2,020.50 per show (price may be adjusted annually in increments of $50 per show, per year). This will allow the Division to set up exhibits to provide information regarding the services provided, educate the public on regulations related to building inspections, plan review, flood maps and permitting processes. Countywide (RM)

3. CONSENT AGENDA APPROVAL

K. WATER UTILITIES

1. **Staff recommends motion to approve:** Amendment No. 5 to the Contract for Consulting/Professional Services Secondary and Effluent Filtration Improvements Engineering Services (Contract) with Hazen and Sawyer, P.C., (Consultant) to extend Contract by an additional 530 calendar days. There is no change to the not exceed or lump sum amounts set forth in the Contract by this Amendment No. 5. **SUMMARY:** On December 19, 2017, the Board of County Commissioners (BCC) approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2017-1912) with Consultant to provide engineering services during the design, permitting, bidding, and construction phases for the Secondary Clarifier and Effluent Filtration Improvements (Project) at Southern Region Water Reclamation Facility (SRWRF). Amendment No. 5 will extend the Contract duration for the remainder of the construction and allow the Consultant to provide additional coordination and engineering services during construction. This Contract was procured under the requirements of the 2002 Small Business Enterprise (SBE) Ordinance (R2002-0064) prior to the adoption of the new Equal Business Ordinance on October 16, 2018. The SBE participation goal established under the 2002 Ordinance was 15% overall participation. Consultant committed to 17% SBE participation. The SBE proposed participation for this Amendment No. 5 is 0%. To date, the overall participation achieved on this Contract is 16.67% The Consultant is headquartered in New York, but maintains an office in Palm Beach County from which the majority of the work will be performed. The project is included in the PBCWUD FY 2025 Budget. (PBCWUD Project No. 17-022) District 5 (MWJ)

3. CONSENT AGENDA APPROVAL

K. WATER UTILITIES (cont'd.)

2. Staff recommends motion to approve:

A) Work Order (WO) No. 11 to the Contract for Engineering and Construction Services for Optimization and Improvements Design-Build (Contract) with Globaltech, Inc., (Globaltech) for the Water Treatment Plant (WTP) 11 Membrane Train Improvements (Project) for a Guaranteed Maximum Price in the amount of $8,237,323; and

B) a Budget Transfer in the amount of $8,237,323 in the Water Utilities Department's Capital Improvement Fund to establish budget for the Project.

SUMMARY: On January 24, 2023, the Board of County Commissioners (BCC) approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2023-0086) with Globaltech, which had a start date of December 20, 2022. WO No. 11 includes modifications to the existing four (4) Low-Pressure Reverse osmosis (LPRO) membrane trains to provide treatment for 12,000 Milligrams per liter (mg/L) Total Dissolved Solids (TDS) feedwater and produce 2 Million Gallons per Day (MGD) permeate water. The work includes installing four (4) new membrane feed pumps, four (4) new interstage booster pumps with Variable Frequency Drives (VFDs) and replacing the existing turbo-style Energy Recovery Devices (ERDs) with Pressure Exchanger (PX) units. The existing pressure vessels and membrane elements will remain in place. To accommodate the new PX units, the sample panels will be relocated to the south wall of each train. This Contract was presented to the Goal Setting Committee (Committee) on October 6, 2021, and the Committee established an Affirmative Procurement Initiative (API) of a mandatory 20% Small Business Enterprise (SBE) subcontracting goal. Globaltech committed to 24% SBE participation. The proposed SBE participation for this WO No. 11 is 3.68%. To date, the overall participation achieved on this Contract is 14.44%. Globaltech is a Palm Beach County based company. The Project is included in the PBCWUD FY 2025 budget. (PBCWUD Project No. 25-035) District 6 (MWJ)

3. CONSENT AGENDA APPROVAL

K. WATER UTILITIES (cont'd.)

3. **Staff recommends motion to approve:**

A) Work Order (WO) No. 10 to the Contract for Engineering and Construction Services for Optimization and Improvements Design-Build (Contract) with Globaltech, Inc., (Globaltech) for the Water Treatment Plant No. 9 (WTP 9) Membrane Expansion (Project) for a Guaranteed Maximum Price in the amount of $7,498,562; and

B) a Budget Transfer in the amount of $3,298,831 in the Water Utilities Department's Capital Improvement Fund to fully fund the Project.

SUMMARY: On January 24, 2023, the Board of County Commissioners (BCC) approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2023-0086) with Globaltech, which had a start date of December 20, 2022. WO No. 10 includes the expansion and replacement of the existing membranes and pressure vessels. The Project also includes upgrading the sulfuric acid pumps, ammonia meters, and 4-log evaluation, increased capacity, replacement of six (6) membrane feed pumps, modifications of inlet/outlet reducers and concrete pedestals for the new pump footprint, and replacement of six (6) variable frequency drives (VFDs) with new conduit and wiring. Expansion of the existing membranes will increase the plant capacity to 33.58 MGD. This Contract was presented to the Goal Setting Committee (Committee) on October 6, 2021, and the Committee established an Affirmative Procurement Initiative (API) of a minimum 20% mandatory Small Business Enterprise (SBE) subcontracting goal. Globaltech committed to 24% SBE participation. The proposed SBE participation for this WO No. 10 is 2.89%. To date, the overall participation achieved on this Contract is 14.50%. Globaltech is a Palm Beach County based company. The Project is included in the PBCWUD FY 2026 Budget. (PBCWUD Project No. 25-026) District 5 (MWJ)

3. CONSENT AGENDA APPROVAL

L. ENVIRONMENTAL RESOURCES MANAGEMENT

1. **Staff recommends motion to receive and file:** Project Agreement Amendment to Florida Inland Navigation District (FIND) Project Agreement No. PB-22-220 (Agreement) for Providencia Cay Habitat Restoration (Project) to extend the term of Agreement from November 14, 2025 to September 30, 2028. **SUMMARY:** On May 3, 2022, the Board of County Commissioners (BCC) approved the submittal of a FIND Waterways Assistance Program (WAP) Grant Application (R2022-0440) to fund up to $365,000 and authorized the County Administrator, or designee, to sign all future time extensions and minor amendments associated with the Agreement. FIND has awarded Palm Beach County $365,000 to cover a portion of the Project, estimated at $730,000. Matching local dollars ($365,000) will come from the Manatee Protection Fund. On February 7, 2023, the BCC approved FIND Project Agreement No. PB-22-220 (R2023-0174). On October 8, 2024, the BCC approved FIND Project Agreement Amendment No. PB-22-220 to extend the Project completion by 12 months, and submit all required payment reimbursement information by November 14, 2025.(R2024-1327). On October 1, 2025, FIND authorized a Project Agreement Amendment with a three (3)-year extension as a result of the declared State of Emergency clause associated with Hurricane Milton for the Project to be completed by September 30, 2028. In accordance with County PPM CW-O-051, all delegated contracts, agreements and grants must submitted by the initiating Department as a receive and file agenda item. **There is no cost to the County.** District 7 (SS)

3. CONSENT AGENDA APPROVAL

L. ENVIRONMENTAL RESOURCES MANAGEMENT (cont'd.)

2. Staff recommends motion to approve:

A) the appointment of one (1) member to the Groundwater and Natural Resources Protection Board (GNRPB) Seat No. 3, to fill an unexpired term, from December 2, 2025 to May 5, 2026, followed by a three (3) year term from May 5, 2026 to May 4, 2029:

Seat No.	Appointment	Nominated by
3	Timothy Osborne	Palm Beach County Chapter of the Florida Native Plant Society

B) the appointment of one (1) member to the GNRPB Seat No. 6 for a three (3) year term from December 2, 2025 to December 1, 2028:

Seat No.	Appointment	Nominated by
6	Shelley Day	Florida Association of Professional Geologists Society

SUMMARY: The GNRPB is comprised of seven (7) members as specified in Article 2.G.3.F.3 of the Unified Land Development Code (ULDC), and is a decision-making body that holds hearings necessary to enforce the ULDC provisions and other Ordinances that the Department of Environmental Resources Management (ERM) oversees. The membership consists of one (1) professional engineer, one (1) attorney, one (1) hydrologist or hydrogeologist, one (1) citizen possessing expertise and experience in managing a business, one (1) biologist or chemist, one (1) concerned citizen, and one (1) member of an environmental organization. Article 2.G.3.F.3 of the ULDC requires that Seat No. 3 be filled by a member of an environmental organization and that Seat No. 6 be filled by a hydrologist or hydrogeologist. There are seven (7) seats, and currently four (4) are filled. Ms. Shelley Day has disclosed that she is a Senior Hydrogeologist for JLA Geosciences, Inc., that has two (2) contracts with the County's Water Utilities Department relating to hydrogeologic services. The GNRPB provides no regulation, oversight, management or policy-setting recommendations regarding the subject contracts. Disclosure of these contractual relationships at a duly notice public meeting is being provided in accordance with the provisions of Sec. 2-443, of the Palm Beach County Code of Ethics. Countywide (SS)

3. CONSENT AGENDA APPROVAL

L. ENVIRONMENTAL RESOURCES MANAGEMENT (cont'd.)

3. **Staff recommends motion to receive and file:** Amendment No. 3 to the State of Florida, Department of Environmental Protection (FDEP) Contract No. GC913 (Contract), providing additional funding of $60,953.28 to the overall Contract, with a performance period through June 30, 2027, and Task Order final cost of $5,485,662.28. **SUMMARY:** Petroleum storage tank compliance services, under a series of contracts with FDEP, have been in effect since 1988. On June 20, 2017, the Board of County Commissioners (BCC) approved the Contract (R2017-0838) with FDEP. Delegated authority to sign all future time extensions, task assignments, certifications, and other forms associated with this Contract was approved at that time. Amendment No. 3 provides additional funding of $60,953.28 to the overall Contract for additional services including routine and variable inspections at petroleum storage tank facilities within Palm Beach, Martin, and St. Lucie Counties. In accordance with PPM CW-O-051, all delegated contracts, agreements and grants must be submitted by the initiating department as a receive and file agenda item. **There is no cost to the County.** Countywide (SS)

4. **Staff recommends motion to receive and file:** Change Order No. 001 to the State of Florida, Department of Environmental Protection (FDEP) Agreement 23PB1 (Agreement), for South Jupiter Beach Restoration Project (Segment 2) (Project), formally acknowledging an additional contribution of $63,785.63 from the Florida Division of Emergency Management (FDEM). **SUMMARY:** On March 14, 2023, the Board of County Commissioners (BCC) approved the Agreement (R2023-0321) providing FDEP cost share of up to $837,643.13 for construction costs related to restoration of Project-related impacts from Hurricane Dorian. The County provided a local match of $837,643.13 from available Beach Improvement Funds, or 50% of the non-Federal Project cost. The BCC also authorized the County Administrator, or designee, to sign all future time extensions and minor amendments associated with the Agreement. Change Order No. 001 was executed by FDEP on October 1, 2025. The Federal Emergency Management Agency (FEMA) originally contributed $382,713.75. After the Agreement was executed, FDEM contributed an additional 12.5%, or $63,785.63, via separate agreement. To process final grant reimbursement from FDEP, the additional FDEM contribution must be formally acknowledged as noted in Attachment 3 of the Agreement by increasing the FEMA and FDEM Project cost share in Task 1.2 by $63,785.63, and by moving $63,785.63 of the County and FDEP cost share from Task 1.2 into Task 1.1. As such, the total Project cost increased by $63,785.63, but the amount of funding provided by FDEP under the Agreement did not change. **There is no cost to the County.** District 1 (SS)

3. CONSENT AGENDA APPROVAL

M. PARKS & RECREATION

1. **Staff recommends motion to receive and file:** the following 11 executed standard Independent Contractor Agreements (Agreements):

A) Coralytes, LLC, US Synchronized Swimming Coach at Aqua Crest Pool, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $50,750;

B) LB2 Enterprises, Inc., US Masters Swimming Coach at Aqua Crest Pool, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $86,877;

C) LLL Swimming, LLC, USA Swimming Coach at Lake Lytal Pool, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $91,100;

D) LB2 Enterprises, Inc., US Masters Swimming Coach at Lake Lytal Pool, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $30,280;

E) Jupiter Diving Academy LLC, US Diving Coach at North County Aquatic Complex, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $57,163;

F) Jupiter Dragons Swim Team LLC, USA Swimming Coach at North County Aquatic Complex, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $171,328;

G) LB2 Enterprises, Inc., US Masters Swimming Coach at North County Aquatic Complex, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $152,163;

H) Stephen VanCoppenolle, Water Aerobics Instructor at North County Aquatic Complex, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $16,506;

I) Gold Coast Gymnastics, Inc., Gymnastics Instructor at West Boynton Recreation Center, for the period of October 14, 2025 through October 9, 2026 in an amount not to exceed $6,440;

3. CONSENT AGENDA APPROVAL

M. PARKS & RECREATION (cont'd.)

1. Staff recommends motion to receive and file (cont'd.):

J) Modern Bujutsu Karate Florida, Inc., Karate Instructor at West Boynton Recreation Center, for the period of October 20, 2025 through October 24, 2026 in an amount not to exceed $11,813; and

K) Let Clutter Go Again, LLC, Water Aerobics Instructor at North County Aquatic Complex, for the period of October 1, 2025 through September 30, 2026 in an amount not to exceed $10,000.

SUMMARY: These Agreements have been fully executed on behalf of the Board of County Commissioners (BCC) by the County Administrator and Parks and Recreation Department Director (Parks) in accordance with Resolution 94-422, amended by R2002-2103, R2007-0409, R2012-0168, R2017-0822 and R2021-2049. Parks is now submitting these Agreements in accordance with CW-O-051, which requires all delegated agreements to be submitted by the initiating department to the BCC as a receive and file agenda item. Countywide (AH)

3. CONSENT AGENDA APPROVAL

M. PARKS & RECREATION (cont'd.)

2. **Staff recommends motion to receive and file:** a Florida Inland Navigation District (FIND) Waterways Assistance Program (WAP) Grant Project Agreement Amendment (Amendment) for Project No. PB-22-219 (Project), for the planning, design and permitting of the former Coast Guard facility docks on Peanut Island Park, extending the Project completion date from September 30, 2025 to September 30, 2026. **SUMMARY:** On May 3, 2022, the Board of County Commissioners (BCC) authorized submission of the WAP grant application (R2022-0445) to fund a portion of the cost of the planning, design and permitting to renovate/replace the former Coast Guard docks and authorized delegated signature authority to the County Administrator or designee. The BCC also authorized the County Administrator or designee to execute the Project Agreement and other standard state and/or federal grant forms related to this project if the grant was approved. This grant was executed by the Director of Parks and Recreation Department (Parks) and submitted to the BCC as a receive and file agenda item on December 20, 2022 (R2022-1543). The original term of the Grant Agreement was November 1, 2022, through September 30, 2024. On October 21, 2024, FIND granted the County a one (1) year project completion extension to September 30, 2025 (R2025-0045). Due to further delays and the State of Emergency declared by Governor Ron DeSantis on October 5, 2024, under Executive Order No. 24-214 (Tropical Storm Milton and ongoing Hurricane Helene recovery), a second one (1) year project completion extension was approved by FIND, as Palm Beach County was specifically listed in the Executive Order. The new project completion date is September 30, 2026. This Amendment was executed by the Director of Parks and is now being submitted in accordance with PPM CW-O-051, which requires all delegated agreements to be submitted by the initiating department to the BCC as a receive and file agenda item. Districts 1 & 7 (AH)

3. CONSENT AGENDA APPROVAL

M. PARKS & RECREATION (cont'd.)

3. **Staff recommends motion to approve:** a Project Cooperation Agreement (Agreement) with West Boynton Beach Little League, Inc., (WBLL), a Florida not-for-profit corporation, to fund, design, permit, construct, and donate fencing to fully enclose baseball fields 4 and 7 at West Boynton Park and Recreation Center (Park). **SUMMARY:** In early 2024, WBLL proposed to fund, design, permit, and construct fencing to enclose baseball fields 4 and 7 at the Park. These fields are currently open, and the proposed fencing will establish fixed field dimensions and allow the areas to be secured when not in use. WBLL will contribute a minimum of $60,240 toward the design, permitting, and construction of the fencing. Upon completion and final acceptance, ownership of the fencing improvements will transfer to the County, which will own, operate, and maintain the asset for public use. The County will assume all maintenance responsibilities associated with the operation and upkeep of the project, including both routine and capital maintenance. County policy requires capital improvement projects at County facilities to be implemented by the Facilities Development and Operations Department (FDO); however, in certain circumstances, a non-county entity may be authorized to perform certain capital improvements. In accordance with PPM CW-O-095, Capital Improvements to County Facilities by Non-County Entities, this Agreement has been reviewed and approved by the Director of FDO. District 2 (AH)

3. CONSENT AGENDA APPROVAL

M. PARKS & RECREATION (cont'd.)

4. **Staff recommends motion to adopt:** a Resolution repealing Resolution R94-422, as amended by Resolutions R2002-2103, R2007-0409, R2012-0168, R2017-0822, and R2021-0249 and replacing the Standard Independent Contractor Agreement (Agreement) previously approved by the Board of County Commissioners (BCC) with two (2) revised Agreements: the Recreation Instructor Independent Contractor Agreement and the Sports Officials Independent Contractor Agreement, for use by the Parks and Recreation Department (Parks). **SUMMARY:** On April 5, 1994, the Board of County Commissioners (BCC) approved Resolution R94-422 authorizing the County Administrator and the Director of the Parks and Recreation Department (Parks) to execute a standard Independent Contractor Agreement (ICA) for the provision of part-time, temporary recreation instructors. Resolutions R2002-2103, R2007-0409, R2012-0168, R2017-0822, and R2021-0249 subsequently amended and expanded that authority. Recreation instructors and sports officials are exempt from the County's Purchasing Ordinance, and use of these standard forms streamlines the contracting process while ensuring consistency, legal sufficiency, and operational efficiency for the Parks programs. This Resolution repeals and replaces all prior related Resolutions in their entirety to consolidate the BCC's delegated authority and modernize the form of agreement. The new Resolution establishes two (2) separate standard agreements: the Recreation ICA Agreement and the Sports Officials ICA. The Recreation Instructor Agreement now includes an option authorizing instructors to conduct program registration and fee collection directly, with the contractor remitting either an agreed-upon percentage of gross registration fees collected or a flat monthly facility use fee to the County. The separate Sports Officials Agreement better reflects the unique nature of officiating services and provides clearer expectations between the BCC and contractors. Countywide (AH)

3. CONSENT AGENDA APPROVAL

M. PARKS & RECREATION (cont'd.)

5. **Staff recommends motion to approve:** Third Amendment to the Interlocal Agreement with the City of Riviera Beach (City), originally executed on July 15, 1997 (R97-877D), as amended by R2000-0865 and R2003-0209, to allow relocation of the Riviera Beach Aquatic Complex from the Barracuda Bay site to either the Wells Recreation Complex, located at 600 West Blue Heron Boulevard, or the Dan Calloway Recreation Complex, located at 1420 West 10th Street. **SUMMARY:** The City is requesting approval of a Third Amendment to the Interlocal Agreement with Palm Beach County for the Riviera Beach Aquatic Complex (Agreement). The Agreement, approved on July 15, 1997 (R97-877D), allocated $1,500,000 from the 1995 $25.3 Million Parks and Recreation Facility Revenue Bond for the construction of the City's aquatic facility. The Agreement was previously amended in 2000 (R2000-0865) to relocate the project and extend the project completion deadline. The Second Amendment in 2003 (R2003-0209) further extended the project completion deadline. This Third Amendment authorizes the relocation of the Riviera Beach Aquatic Complex from the Barracuda Bay site to either the Wells Recreation Complex or the Dan Calloway Recreation Complex to accommodate construction of the new Riviera Beach Police Headquarters. It also pauses the City's remaining 30 year operational commitment during the closure and resumes the term once the new aquatic facility reopens to the public. District 7 (AH)

S. FIRE RESCUE

1. **Staff recommends motion to receive and file:** a copy of municipal ordinance No. 2025-15 of the City of Belle Glade (City), providing the City's consent to its participation in the County's Fire/Rescue Municipal Services Taxing Unit (MSTU) through December 31, 2035. **SUMMARY:** The County has provided fire rescue services to the City as part of the County's Fire/Rescue MSTU since 2006, based on a series of consenting Ordinances by the City. This Ordinance No. 2025-15 provides the City's consent to be included in the County's Fire/Rescue MSTU from December 31, 2025, to be implemented for tax year 2026, through December 31, 2035 to fund fire-rescue services by the County through 7:30 a.m. on October 1, 2036. City Ordinance No. 2025-15 is now being submitted to the Board of County Commissioners (BCC) as a receive and file. Countywide (SB)

3. CONSENT AGENDA APPROVAL

S. FIRE RESCUE (cont'd.)

2. Staff recommends motion to receive and file:

A) a Public Emergency Medical Transportation (PEMT) Letter of Agreement (LOA) with the State of Florida, Agency for Health Care Administration (AHCA) relating to intergovernmental transfers to the State of Florida for the supplemental payment program for Medicaid managed care patients for State Fiscal Year (SFY) 2025-2026; and

B) a PEMT LOA Amendment with AHCA relating to intergovernmental transfers to the State of Florida for the supplemental payment program for Medicaid managed care patients for SFY 2024-2025.

SUMMARY: In the fall of 2019, AHCA established the Florida Medicaid Managed Care Supplemental Payment Program (MCO), which allows qualifying government-owned ambulance providers to receive supplemental payments for emergency transports of Medicaid managed care patients. In order to guarantee Federal share funding, intergovernmental transfers (IGT) from PEMT providers are required to cover the State's share of the MCO, in accordance with LOAs with AHCA for each SFY. The County's IGT for SFY 2025-2026 is $3,887,040 and the County is expected to receive $9,086,116 in supplemental payments, for an estimated net revenue of $5,199,076. The SFY 2025-2026 PEMT LOA with AHCA was executed by the Fire Rescue Administrator pursuant to a delegation of authority, and is now being submitted as a receive and file agenda item. In addition, the Fire Rescue Administrator executed an Amendment to the SFY 2024-2025 PEMT LOA with AHCA, which LOA was previously submitted as a receive and file agenda item on February 11, 2025. The Amendment is now being submitted as a receive and file agenda item. The Amendment extends the time period and termination date of the SFY 2024-2025 PEMT LOA, to June 30, 2026 and September 30, 2026, respectively. The Board of County Commissioners (BCC) delegated authority (R2019-1462) to the County Administrator or designee to execute IGT LOAs with the State of Florida, and other necessary documents, for the PEMT program; and the County Administrator designated the Fire Rescue Administrator to execute such LOAs. Pursuant to Countywide PPM CW-O-051 these LOAs are being submitted as receive and file agenda items. Countywide (SB)

3. CONSENT AGENDA APPROVAL

X. PUBLIC SAFETY

1. **Staff recommends motion to approve:** First Amendment to the Contract for Consulting/Professional Services in the area of veterinary and medical services with The Darbster Foundation, Inc. (DARBSTER) for spaying/neutering at risk dogs, rescued animals, and community cats to increase the amount per cat to $100 and $125 per dog in an amount not to exceed $200,000 beginning December 19, 2025 through December 18, 2026 with an automatic renewal for one (1) additional one (1)-year term. **SUMMARY:** On December 19, 2023, the County entered into a Contract with DARBSTER for spay/neuter services for community cats and at-risk dogs (R2023-1896) as part of the C2Z program to reduce or eliminate euthanasia. Under this Contract, DARBSTER sterilizes at-risk dogs and cats in the central region of the County. DARBSTER will be compensated $100 for cat sterilizations and $125 for dog sterilizations. This represents a $25 increase per animal compared to the previous contract, reflecting rising operational costs. Despite the rate increase, the total annual contract amount remains unchanged at an amount not to exceed $200,000. The County also has active sterilization contracts with the Peggy Adams Animal Rescue League (PAARL), Furry Friends Humane, Tri-County Humane Society, Inc. (TCH), and Barky Pines Animal Rescue & Sanctuary Inc. (BPAR) to outsource sterilization services across the northern, southern, and western regions of the County. All sterilization contracts have been updated to reflect the new rate increase for cats and dogs. This completes the amendments to all contracts. On March 19, 2025, the County published RFP 031825, which sought proposals from private veterinarians willing to provide these services, however, no responses were able to provide a cost effective solution for the County. Countywide (SF)

3. CONSENT AGENDA APPROVAL

X. PUBLIC SAFETY (cont'd.)

2. **Staff recommends motion to approve:** Reappointment of four (4) members to the Criminal Justice Commission (CJC) for the period January 01, 2026 to December 31, 2028.

Appoint Nominee	Seat No.	Requirement	Nominated By:
Michelle Suskauer	22	Private Sector Member	Economic Council
Julia K. Dattolo	24	Private Sector Member	Economic Council
Darcy Davis	27	Private Sector Member	Economic Council
Maria S. Antuña	29	Private Sector Member	Economic Council

SUMMARY: The mission of the CJC is to study all aspects of the criminal justice and crime prevention systems within the federal, state, county, municipal, and private agencies within the County. The CJC is comprised of 35 members: 18 public sector members representing local, state, and federal criminal justice and governmental agencies; and 17 private sector members representing the Economic Council, Clergy, the Black and Hispanic Chambers of Commerce, youth (17-22 years), returning citizen, crime survivor, and a community member. The CJC currently has 30 seats filled. Countywide (JBR)

3. CONSENT AGENDA APPROVAL

X. <u>PUBLIC SAFETY</u> (cont'd.)

3. Staff recommends motion to:

A) approve an Agreement with the Public Defender's Office of the Fifteenth Judicial Circuit (Public Defender's Office) in the amount not-to-exceed $55,650 for the period retroactive to October 1, 2025 through December 31, 2026 to fund community-based social services as jail alternatives for pretrial inmates;

B) delegate authority to the County Administrator or designee to execute any amendments relating to this agreement on behalf of the Board of County Commissioners (BCC), after approval of legal sufficiency by the County Attorney's Office and within budgeted allocations that do no substantially change the scope of work, or terms and conditions of the Agreement; and

C) approve the continuation of initiatives previously funded through the Safety and Justice Challenge (SJC) grant, including those that did not require a contract or already have one in place, as listed below:

1)	Court Text Reminder System	$19,182
2)	Why'd You Stop Me Training	$32,600
3)	EBike Safety and Education	$16,500
4)	Tableau Data Dashboard	$60,000
5)	Immigration Panel Q&A	No Cost to County
6)	Focus Groups Surveying People with Lived Experience	No Cost to County

SUMMARY: On October 7, 2025, the BCC ended its SJC grant agreement. All previously funded initiatives are recommended to continue, and affected employees have been absorbed into other County positions. The Public Safety Department is seeking alternative funding, but will cover the costs within its existing budget if necessary. The only item requiring BCC action is the Agreement with the Public Defender's Office, which must be updated to remove SJC terms and extend services. This Agreement provides $55,650 to the Public Defender's Office to identify eligible clients following first appearance who may be successful in a bond reduction hearing if connected to community-based services. The Public Defender's Office will link clients to short-term housing and treatment support while clients await access to longer-term resources such as permanent supportive housing or inpatient substance abuse treatment. The Public Defender's Office will conduct routine follow-up with clients and service providers to support stability and compliance. To date, the Public Defender's Office has served 18 individuals. This funding is retroactive to October 1, 2025, to ensure continuity of services following the cancellation of the SJC grant agreement and the payment of expenses through September 30, 2025.

3. CONSENT AGENDA APPROVAL

X. PUBLIC SAFETY (cont'd.)

3. SUMMARY (cont'd.): Those initiatives, that did not require a contract or already have one in place and will be handled administratively, include:

1) **Court Text Reminder System and Maintenance** – It sends upcoming court dates to defendants so they don't miss scheduled appearances and will continue to reduce Failure to Appears.

2) **Why'd You Stop Me Training** – It is designed to equip youth, young adults, and the adults who support them with a proven framework for building stronger relationships and fostering mutual respect conducted by a law enforcement facilitator with the youth community in partnership with local high schools.

3) **EBike Safety and Education** - In collaboration with local law enforcement and bike-safety partners, the program will provide bike-safety training including e-bike instruction and equipment to ensure participants can learn and practice safety.

4) **Tableau Data Dashboard** – It provides real-time data visualization to guide informed decisions and track criminal justice outcomes.

5) **Immigration Panel Q&A Sessions** - Series of educational forums across Palm Beach County where subject-matter experts will engage the community on important immigration topics.

6) **Focus Groups to Survey People with Lived Experiences** - Hold strategic focus group discussions with returning citizens and their families to discuss their experiences, system successes, and challenges. Countywide (RS)

3. CONSENT AGENDA APPROVAL

AA. PALM TRAN

1. Staff recommend motion to:

A) adopt a Resolution of the Board of County Commissioners (BCC), of Palm Beach County, Florida, approving the submission of the Fiscal Year 2026 Section 5311 (Off Cycle), Formula Grants for Rural Areas Program (CFDA 20.509) grant application in the amount of $1,000,000 creating Mobility on Demand services in the Acreage and Loxahatchee, some of the western-rural areas of Palm Beach County, and partially offsetting the operational costs of the extended BusLink pilot (Pilot) program zone, as administered by the Florida Department of Transportation (FDOT), and;

B) authorize the Mayor of the BCC to execute the grant application, supporting documents, and assurances.

SUMMARY: FDOT has notified Palm Tran of the availability of Section 5311 grant funds for mass transit operating assistance in non-urbanized areas. If awarded, the grant will partially offset operational costs for the extension of the BusLink pilot program, a Mobility-on-Demand service (MOD) to cover additional areas of the County’s western-rural communities. This Pilot aims to enhance east-west transit connectivity, identified as a top priority in the agency’s FY 2022–2031 Transit Development Plan (TDP). This service will operate weekdays Monday through Friday from 6:00 am – 9:00 pm and Saturdays from 6:00 am – 8:00 pm. Rideshare vouchers will be provided to allow residents the opportunity to connect to the fixed route system establishing the foundation for future MODs benefiting residents of the western-rural communities. The grant application is requesting $500,000 in federal funds, **which requires a local match of $500,000** (50% of the project cost), for a total annual project cost of $1,000,000. Upon grant approval, the agreement and a budget amendment will be brought to the BCC for approval, identifying the local match. Agenda item 6F-1 is a companion item to this agenda item. Countywide (MM)

3. CONSENT AGENDA APPROVAL

AA. PALM TRAN (cont'd.)

2. **Staff recommends motion to approve:** a Memorandum of Understanding (MOU) between Lively Technical College and Palm Beach County (County), by and through its Board of County Commissioners (BCC), to provide use of the Palm Tran Maintenance facilities for participants of the Florida Department of Transportation (FDOT) and Lively Technical College Florida Transit Technician Program (FTTP). **SUMMARY:** This MOU establishes a partnership between Lively Technical College and County to utilize Palm Tran's maintenance facilities as a training site for the FTTP. The MOU supports hands-on instruction for technicians and trainees, enhancing workforce skills in key areas of bus maintenance and operations at no cost to County. Technicians and Trainees program participants may come from other Agencies outside of County. These Participants and Participating Agencies will be required to sign a Release of Liability and Workers' Compensation Certification as a condition of participating in the program at Palm Tran. This requires Participants and their Participating Agencies to release and hold harmless Palm Tran, County, and their respective officers, employees, agents, and affiliates from any and all claims, liabilities, damages, or injuries (including death) that may arise out of or in connection with the Participant's attendance, participation, or presence at the Palm Tran Instruction Site. The certification also requires Participating Agencies to certify that all maintenance technicians attending training at Palm Tran's Instruction Site are covered under the Participating Agency's workers' compensation insurance policy during the entire duration of their training. Countywide (MM)

3. CONSENT AGENDA APPROVAL

AA. PALM TRAN (cont'd.)

3. **Staff recommends motion to approve:** One (1) additional "Citizen At-Large" seat to the Palm Tran Service Board (PTSB) Advisory Board as follows:

   Seat 14 – Citizen At-Large Representative

   SUMMARY: The PTSB is the delegated authority to approve fixed-route service adjustments and to serve only as an advisory board in all other aspects of the County's public transportation system. PTSB is currently composed of 13 At-Large members with specific seat categories who meet to review and discuss existing and proposed Palm Tran services for fixed-route and paratransit services. The addition of this new seat will expand PTSB to 14 At-Large seats, designating Seat 11 and Seat 14, Citizen At-Large. Countywide (MM)

3. CONSENT AGENDA APPROVAL

BB. YOUTH SERVICES

1. **Staff recommends motion to receive and file:**

A) Florida Department of Children and Families (DCF) Contract No. YLJ76 Amendment No. 0004, to Inter-Agency Agreement R2020-0700 with DCF to extend the term of the Agreement through October 31, 2025; and

B) DCF Contract No. YLJ76 Amendment No. 0005, to Inter-Agency Agreement R2020-0700 with DCF to exercise Palm Beach County (County)'s right to a five (5) year renewal extending the term of the Agreement through September 30, 2030.

SUMMARY: In June 2020, the Palm Beach County Board of County Commissioners (BCC) approved an Inter-Agency Agreement (Agreement) with DCF to certify local funds as a state match for reimbursement of eligible expenses consistent with Title IV-E under the Social Security Act. The Agreement was for five (5) years, with an optional five (5) year renewal. On October 7, 2025, the BCC approved a Community Based Agency Contract with the Children's Home Society of Florida (CHS) (R2025-1384), to provide pre- and post-adoption services to Title IV-E eligible children. DCF receives federal funding and calculates reimbursement to the County using the Florida Safe Families Network (FSFN) Title IV-E Adoption Client Eligibility Rate for the month of service, after which a 50% reimbursement rate is applied. Under the original Agreement, DCF reimbursed the County $18,000 annually. Amendments Nos. 0001 and 0002 increased the DCF reimbursement amount to the County, to $26,126 and $35,000, respectively. Amendment No. 0003 increased the reimbursement amount to up to $38,950 through state Fiscal Year 2024-2025. Amendment No. 0004 extends the term of the Agreement through October 31, 2025. Amendment No. 0005 exercises the County's right to a five (5) year renewal. On September 14, 2021, Agenda Item 3BB-3 authorized the County Administrator, or designee, to execute future agreements/minor amendments on behalf of the BCC, after approval of legal sufficiency by the County Attorney's Office, and within budgeted allocations. In accordance with Countywide PPM CW-O-051, all delegated contracts, agreements and grants must be submitted by the initiating Department as a receive and file agenda item. Countywide (JBR)

3. **CONSENT AGENDA APPROVAL**

BB. YOUTH SERVICES (cont'd.)

2. **Staff recommends motion to approve:** a First Amendment to Contract for Enhanced Mentoring Engagement with Children's Services Council of Palm Beach County (CSC) and United Way of Palm Beach County, Inc. (United Way), to reallocate program funding without changing the total not to exceed contract amount of $2,064,000 for the period of October 1, 2024 through September 30, 2027. This First Amendment is retroactive to October 1, 2025 to allow United Way to process the Hub payments at the higher rate, beginning with the October 2025 invoice. **SUMMARY:** In September 2024, the Board of County Commissioners (BCC) approved a three (3)-year joint funding Contract (R2024-1238) with CSC and United Way for the Enhanced Mentoring Engagement Program (Program). The Program serves youth involved with or at risk of entering the juvenile justice and/or child welfare systems. During fiscal year 2025, the program served 299 youth (including an additional 74 above the contract projected number) and met all Program outcomes. In accordance with the terms of the original Contract, CSC contributes $380,000 annually, and Palm Beach County (County) provides no more than $308,000 annually from ad valorem funding. This First Amendment realigns the Schedule of Payments to reflect current operational needs, strengthening hub coordination and ensuring equitable resource distribution to improve service delivery and participant outcomes. Hub payments are made by United Way to providers that engage youth in new experiences through mentor matching. The hub payments will be increased by $15,000, and the administrative fee paid to United Way for the administration and oversight of the Program shall decrease by $15,000. The total not-to-exceed amount of the Contract did not change. Countywide (JBR)

3. CONSENT AGENDA APPROVAL

CC. SHERIFF

1. **Staff recommends motion to:**

A) accept on behalf of the Palm Beach County Sheriff's Office (PBSO) a State of Florida, Department of Children and Families (DCF) FY 2025-2027 STOP VAWA Formula Grant (STOP) in the amount of $400,592, for the period of October 17, 2025 through June 30, 2027; and

B) approve a Budget Amendment of $400,592 in the Sheriff's Grants Fund.

SUMMARY: On October 17, 2025, PBSO received a STOP VAWA Formula Grant in the amount of $400,592 to expand its capacity to investigate domestic violence and sex crimes against victims ages 11 years of age and older. Funding will be used to support personnel, including the hire of one (1) full time Detective position, training, and supplies. PBSO will provide the 25% required match in the amount of $133,531 through its approved operating budget. An increase in funding from the County may be requested through our annual budget process once the grant ends to support the one (1) newly added position. The Catalog of Federal Domestic Assistance (CFDA) Number for this program is 16.588 and Contract No. is LN333. Countywide (RS)

3. CONSENT AGENDA APPROVAL

CC. SHERIFF (cont'd.)

2. Staff recommends motion to:

A) accept a Grant Award Letter on behalf of the Palm Beach County Sheriff's Office (PBSO) from the Florida Department of Law Enforcement (FDLE), which provides $110,000 in supplemental grant funding through the FY2025-2026 State Assistance for Fentanyl Eradication (SAFE) in Florida Program; and

B) approve a Budget Amendment of $110,000 in the Sheriff's Grant Fund.

SUMMARY: On March 5, 2024, the Board of County Commissioners (BCC) accepted a $475,000 Grant Award on behalf of the PBSO from FDLE for the FY 2023-2024 SAFE Program for the period July 1, 2023 through June 30, 2024, to conduct joint operations, investigations and other activities as authorized by the SAFE Program (R2024-0266). On August 20, 2024, the BCC accepted a Grant Adjustment Notice, which extended the period of performance through June 30, 2025 (R2024-0990). On September 17, 2024, the BCC accepted $200,000 in supplemental funding to continue SAFE operations (R2024-1261). On December 10, 2024, Agenda Item #3CC2, the BCC accepted $150,000 in supplemental funding to continue SAFE operations. On April 1, 2025, the BCC accepted $208,000 in supplemental funding to continue SAFE operations (R2025-0420). On June 3, 2025, the BCC accepted $225,000 in supplemental funding to continue SAFE operations (R2025-0742). On July 8, 2025, the BCC accepted an additional $110,000 in grant funding to continue SAFE operations. On September 9, 2025, the BCC accepted $214,000 in supplemental funding to continue SAFE operations (R2025-1215 thru 1217). On October 7, 2025, FDLE awarded PBSO an additional $110,000 in grant funds to continue to conduct SAFE operations and investigations. The total Grant Award is $1,722,000. **There is no match requirement associated with this award**. The Catalog of State Financial Assistance (CSFA) number is 71.122 and the agreement number is 2023-SAFE-SF-046. Countywide (RS)

3. CONSENT AGENDA APPROVAL

CC. SHERIFF (cont'd.)

3. **Staff recommends motion to accept:** on behalf of the Palm Beach County Sheriff's Office (PBSO) an Agreement for State Financial Assistance for the FY2025-2026 Statewide Criminal Analysis Laboratory System Project between the Florida Department of Law Enforcement (FDLE) and PBSO for the period of October 1, 2025 through September 30, 2026. **SUMMARY:** FDLE provides state financial assistance to five (5) locally-funded laboratories in the State of Florida, including Palm Beach County. PBSO operates the Palm Beach County Crime Laboratory. This Grant Award provides funding for personnel, equipment, and operating expenses to operate the Crime Lab. Since the total award amount is not known in advance, $300,000 was budgeted in the FY2026 Sheriff's Grant Fund. The budget will be amended after the final quarterly payment is received in September to reconcile the revenue. **There is no match requirement associated with this award**. The Catalog of State Financial Assistance (CSFA) number is 71.002 and the agreement number is VC004. Countywide (RS)

4. **Staff recommends motion to approve:** a Budget Transfer of $100,000 from the Law Enforcement Trust Fund (LETF) to the Palm Beach County Sheriff's Office (PBSO). **SUMMARY:** Section 932.7055(5), Florida Statutes; provides that the seizing agency shall use Forfeiture proceeds for school resource officer, crime prevention, safe neighborhood, drug abuse education and prevention programs, or for other law enforcement purposes, which include defraying the cost of protracted or complex investigations, providing additional equipment or expertise, purchasing automated external defibrillators, and providing matching grant funds. The Computer Crimes Unit will use the requested funds to purchase and install a Faraday room. Use of LETF requires approval by the Board of County Commissioners (BCC), upon request of the Sheriff. The current State LETF balance is $1,110,836. Approval of this request will reduce the State LETF balance to $1,010,836. The PBSO certifies that the use of these funds is in accordance with Section 932.7055(5), Florida Statutes. No new positions are needed and no additional County funds are required. Countywide (RS)

3. CONSENT AGENDA APPROVAL

DD. OFFICE OF COMMUNITY REVITALIZATION

1. Staff recommends motion to:

A) approve a Contract with Spirit of Giving Network, Inc. (Agency) in an amount not-to-exceed $165,000 for professional services to assist with the planning and purchase of school supplies and other items needed for the 2026 Back to School PBC! event (Event) for the period beginning January 1, 2026 through September 30, 2026; and

B) authorize advance payments to the Agency of up to $82,500 towards the purchase of school supplies and other items.

SUMMARY: The proposed Contract allocates a not-to-exceed amount of $165,000 to the Agency to facilitate the implementation of the Event. This vital initiative aims to support over 13,000 Palm Beach County students from low-income families, spanning from Pre-K through 12th grade, who are enrolled in the public or charter school system. Scheduled for Saturday, August 1, 2026, the Event is strategically timed before the commencement of the 2026/2027 school year. Under the Contract terms, up to $82,500 of the County's contribution may be advanced to the Agency to facilitate the procurement of school supplies and other necessary items for the Event. With nearly 12,000 students registered for the 2025 event, more than 13,000 were ultimately served through a combination of on-site participation, agency pickups, and post-event distribution efforts—surpassing expectations and ensuring vital school supplies reached families countywide. Attendance and participation varied across event sites. At the Palm Beach County Convention Center alone, over 7,000 students were registered. During peak hours, the Office of Community Revitalization (OCR) team and its many volunteers served approximately 533 students per hour and about 133 every 15 minutes, demonstrating the efficiency and coordination of on-site operations. Additional sites also saw notable participation levels last year. Palm Beach State College served 1,345 students, and Village Academy served 1,680 students, closely reflecting their registration numbers. The Edna W. Runner Education Center served all 237 registered students. In addition, 1,452 students received backpacks through the Village Academy agency pickups, further extending the event's reach. Over 1,200 volunteers contributed their time and effort across all locations, ensuring smooth operations and a welcoming experience for participating families. Collectively, these four (4) locations accounted for 11,769 students served during the core event period. Beyond the main event, extensive post-distribution efforts extended the reach of this initiative. An additional 1,959 backpacks were delivered to partner agencies to assist students who were not registered through the event portal. Moreover, 3,035 prepacked backpacks designated for registered students who could not attend the Convention Center event were distributed through collaboration with schools and partners. Funding for this purpose is readily accessible within the OCR Special Projects and Initiatives Fund. Countywide (RS)

3. CONSENT AGENDA APPROVAL

EE. TOURIST DEVELOPMENT COUNCIL

1. **Staff recommends motion to receive and file:** two (2) fully executed Palm Beach County FY2026, Category "G" Grant Agreements managed by the Palm Beach County Sports Commission, Inc. (Sports Commission), on behalf of the Palm Beach County Tourist Development Council (TDC) with:

A) Perfect Game, Incorporated, for the promotion of the Perfect Game October Series, held October 3 – 20, 2025, for the term April 3, 2025 – January 20, 2026. This grantee was approved by the TDC on June 12, 2025, in the amount of $129,000; and

B) Players International Management, Inc., for the promotion of the USTA Columbus Day Open,held October 11 – 13, 2025, for the term April 11, 2025 – January 13, 2026. This grantee was approved by the TDC on June 12, 2025, in the amount of $7,500.

SUMMARY: In accordance with County PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating Department as a receive and file agenda item. On June 7, 1994, the Board of County Commissioners (BCC) adopted Resolution R94-702, as amended, authorizing the County Administrator and/or the Executive Director of the TDC to enter into grant agreements with Category "G" (Sports) grantees after they have been approved by the TDC. Room nights generated for Perfect Game Incorporated/Perfect Game October Series were 21,588, and room nights generated for Players International Management, Inc./USTA Columbus Day Open were 500. Countywide (YBH)

FF. INTERNAL AUDITOR

1. **Staff recommends motion to receive and file:** the Final Audit Report Issued September 23, 2025 as follows:

    1. Report #2025-06 Planning, Zoning and Building – HSMV MOU audit

SUMMARY: The County Code requires the County Internal Auditor to submit copies of final audit reports to the Board of County Commissioners (BCC) and the Internal Audit Committee. The final report will be reviewed at the December 10, 2025, Internal Audit Committee meeting. We are submitting this report to the BCC in accordance with the requirements of the County Code. Countywide (DB)

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4. SPECIAL PRESENTATIONS – 9:30 A.M.

A) Proclamation declaring December 2025 National Impaired Driving Prevention Month. (District 3)

B) Proclamation declaring December 23, 2025 as Mrs. Althea Holmes Hall Day. (District 7)

C) Proclamation declaring December 7, 2025 National Pearl Harbor Remembrance Day. (District 3)

D) Proclamation Honoring the Sigma Delta Delta Chapter for 30 Years of Distinguished Service. (District 4)

E) Proclamation recognizing the 35th Anniversary of Omicron Delta Zeta Chapter of Zeta Phi Beta Sorority, Inc. (District 7)

F) Proclamation declaring December 2, 2025 as University of Miami Centennial Day. (District 5)

G) Proclamation declaring December 10, 2025 as ZetaTau Omega Day. (District 7)

H) Proclamation declaring December 19, 2025 as Dr. Seth Bernstein Day. (District 2)

I) Proclamation declaring December 12, 2025 as Steve Weagle Day. (District 6)

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5. **PUBLIC HEARINGS – 9:30 A.M. (Motion to receive and file: Proof of publication)**

A. **FIRE RESCUE**

1. **Staff recommends motion to adopt:** AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING PALM BEACH COUNTY CODE, CHAPTER 26, ARTICLE II, DIVISION 3 (FIRE/RESCUE MSTUs); AMENDING SECTION 26-51, SUBSECTIONS (a) AND (c), TO REMOVE THE TOWN OF JUPITER FROM THE JUPITER MUNICIPAL SERVICE TAXING UNIT (MSTU) AND ELIMINATE THE JUPITER MSTU; PROVIDING FOR RECITALS; PROVIDING FOR EFFECTIVE DATE AND IMPLEMENTATION; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SAVINGS CLAUSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR CAPTIONS. **SUMMARY:** The County has provided fire rescue services to the Town of Jupiter (Town) as part of the County's Jupiter MSTU since 1997. The Town entered into an Interlocal Agreement for Fire Protection and Emergency Medical Services (R2023-0956) (Agreement) for a ten (10) year period commencing October 1, 2023, However, the Town is in the process of establishing its own fire rescue services commencing on October 1, 2026, and has notified the County that it is terminating the Agreement early at the conclusion of Fiscal Year 2026, September 30, 2026, in accordance with the early termination provisions of the Agreement. Pursuant to the terms of the Agreement, both the Agreement and the County's provision of fire rescue and emergency medical services to the Town shall terminate at the end of Fiscal Year 2026, September 30, 2026. This Ordinance will remove the Town from the County's Jupiter MSTU in accordance with said termination of services, and eliminate the County's Jupiter MSTU. Countywide (SB)

5. PUBLIC HEARINGS – 9:30 A.M. (Motion to receive and file: Proof of publication)

B. PUBLIC SAFETY

1. **Staff recommends motion to adopt:** AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING PALM BEACH COUNTY CODE, CHAPTER 13, ARTICLE II, DIVISION 1 EMERGENCY MEDICAL SERVICES (EMS) ORDINANCE, INCLUDING THE RELATED RULES AND REGULATIONS; AMENDING PALM BEACH COUNTY CODE, CHAPTER 13, ARTICLE II, DIVISION 2 TO RENUMBER RESERVED SECTIONS; AMENDING PALM BEACH COUNTY CODE, CHAPTER 8.5 TO ADD EMS ORDINANCE VIOLATIONS TO THE CODE ENFORCEMENT CITATION ORDINANCE; PROVIDING FOR RECITALS; PROVIDING FOR APPLICABILITY; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SAVINGS CLAUSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CAPTIONS; AND PROVIDING FOR AN EFFECTIVE DATE. **SUMMARY:** Florida Statutes Ch 401.25 authorizes Counties to adopt ordinances that provide standards for issuing Certificates of Public Convenience and Necessity (COPCN) for providing advanced life support services, advanced life support and basic life support transportation services, and air ambulance services. The Palm Beach County EMS Ordinance outlines these requirements in accordance with State guidelines and provides authority to the County to regulate areas and operation of services provided by COPCN holders. The last major EMS Ordinance revision took place in 2017. An EMS Ordinance Revision Committee, formed by the EMS Advisory Council, met numerous times to conduct a comprehensive revision of the ordinance. On July 22, 2025, a Board of County Commissioners (BCC) Workshop was held to review proposed revisions to the Ordinance, during which staff received direction on several items. At its September 18, 2025 meeting, the EMS Advisory Council reviewed the proposed EMS Ordinance revisions and recommended their approval. These proposed revisions were then presented to the League of Cities on October 22, 2025. On November 4, 2025, the BCC directed staff to change the requirement of General Manager or Executive Staff experience from 3 years to 5 years. The BCC then approved a preliminary reading and permission to advertise for public hearing. Countywide (SB)

5. PUBLIC HEARINGS – 9:30 A.M. (Motion to receive and file: Proof of publication)

C. HOUSING & ECONOMIC DEVELOPMENT

1. **Staff recommends a motion to adopt**: AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, TO BE ENTITLED "THE SMALL BUSINESS DEVELOPMENT ORDINANCE," ENACTING SECTIONS 2-80.20 THROUGH 2-80.30 AND 2-80.32 THROUGH 2-80.40 OF THE PALM BEACH COUNTY CODE AS FOLLOWS: SECTION 2-80.20. TITLE; SECTION 2-80.21. DEFINITIONS; SECTION 2-80.22. SCOPE AND EXCLUSIONS; SECTION 2-80.23. COMMERCIAL NONDISCRIMINATION POLICY; SECTION 2-80.24. AFFIRMATIVE PROCUREMENT INITIATIVES; SECTION 2-80.25. PROGRAM ADMINISTRATION; SECTION 2-80.26. CERTIFICATION AND COMPLIANCE; SECTION 2-80.27. SMALL BUSINESS DEVELOPMENT ADVISORY COMMITTEE AND GOAL SETTING COMMITTEE; SECTION 2-80.28. EFFECTIVENESS OF THE SMALL BUSINESS DEVELOPMENT ORDINANCE TO EXISTING CONTRACTS AND SOLICITATIONS; SECTIONS 2-80.29–2-80.30. RESERVED; SECTIONS 2-80.32–2-80.40. RESERVED; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SAVINGS CLAUSE; PROVIDING FOR SEVERABILITY CLAUSE; PROVIDING FOR INCLUSION IN THE CODE OF LAWS AND ORDINANCES; PROVIDING FOR CAPTIONS; AND PROVIDING FOR AN EFFECTIVE DATE. **SUMMARY:** The current Equal Business Opportunity (EBO) Ordinance was adopted on October 16, 2018, and made effective on January 1, 2019, by Palm Beach County Ordinance No. 2018-021, as amended by Ordinance Nos. 2023-038, 2024-006, 2025-002 and 2025-014 (collectively Sections 2-80.20 through 2-80.31 of the Palm Beach County Code). This item proposes to replace the EBO Ordinance, which will sunset on December 31, 2025, with the Small Business Development Ordinance, clarifying language, removing out-of-date and irrelevant initiatives, and removing duplication of terms to promote efficiency by the Office of Small Business Development in assisting and promoting the development of small businesses in Palm Beach County. Countywide (RS)

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6. REGULAR AGENDA

A. AIRPORTS

1. **Staff recommends motion to approve:** First Amendment (Amendment) to Amended and Restated Airport Parking Facilities Management Agreement (Agreement) (R2024-0047) with SP Plus LLC (SP+) at the Palm Beach International Airport (PBI); providing for the implementation of an online parking reservation system; providing for the operation and management of valet services for an amount not to exceed $1,650,000 for the initial term; and updating boilerplate contract provisions to ensure consistency with current law. **SUMMARY:** SP+ operates and manages PBI's parking facilities and shuttle services pursuant the Agreement. The initial term of the Agreement expires on September 30, 2028, with one (1) two (2) year option to renew. The Amendment requires SP+ to provide and manage an online parking reservation system, enabling customers to pre-book parking in designated public parking facilities at PBI. A transaction fee of $2.99 per customer transaction will apply to parking reservations, which will be paid by the customer. The Amendment also requires SP+ to operate and manage valet services in such locations as may be designated by the County. It is anticipated that valet services will be provided in a designated area of adjacent public parking facilities to avoid the creation of additional congestion at the arrivals and departures curbs, and due to the immediate proximity to the terminal, reducing the number of employees needed to park and retrieve customer vehicles. Providing valet services in adjacent public parking facilities will also reduce potential liability for damage to customer vehicles by alleviating the need to drive customer vehicles on the internal roadways. This item provides budget for the provision of valet services in an amount not to exceed $1,650,000 during the initial term; however, SP+ will be paid for valet services based on an annual budget approved by the Department of Airports, which will include an initial annual management fee of $42,000 and reimbursement of expenses necessary for the operation of valet services, including staffing costs. Additional costs will be offset by valet parking revenues. The Amendment also updates various provisions to ensure compliance with current law, including provisions related to nondiscrimination and human trafficking. The Agreement is subject to recent regulatory changes to the Airport Concession Disadvantaged Business Enterprise (ACDBE) program; therefore, enforcement of the ACDBE contract goal has been suspended to ensure compliance with new federal guidance. The Amendment contains limitation of liability provisions that differs from that adopted for use by the County under PPM #CW-F-049. The Risk Management Department and County Attorney's office have reviewed the limitation of liability provisions and advised staff accordingly. SP+ liability shall not exceed $3,000,000 in the event the online parking reservation system experiences an outage. Given the type of services being performed under the Agreement and temporary outages of the reservation system are not anticipated to have a significant financial or operational impact due to the fact reservations are not required for parking at PBI, staff is recommending approval of this Amendment. Countywide (AH)

6. REGULAR AGENDA

A. AIRPORTS (cont'd.)

2. Staff recommends motion to approve:

A) Amended and Restated Maintenance Services Agreement for Parking and Revenue Control System (Amended Agreement) at the Palm Beach International Airport (PBI) with HUB Parking Technology USA, Inc. (HUB), providing for additional on-site support and maintenance services and for upgrades to the parking and revenue control system (PARCS); increasing the extended term total contract amount by $753,879.44; and providing for the option to extend the Agreement for one (1) additional two (2) year term; and

B) a Budget Transfer of $371,038 in the Airport's Improvement and Development Fund; which also includes a transfer from reserves in the amount of $371,038 to provide budget for the Amended Agreement.

SUMMARY: The Amended Agreement provides for the maintenance, repair and improvement of the PARCS at PBI, which is used to manage parking operations, including providing for access control, revenue collection, reporting and monitoring of parking activities. On January 23, 2018, the Board of County Commissioners (BCC) approved Maintenance/Service Agreement (Agreement) (R2018-0040) with HUB with an initial term of five (5) years for an amount not to exceed $1,415,105. On November 15, 2022, the BCC approved a First Amendment (Amendment) (R2022-1392) to Maintenance/Service Agreement, extending the term of the Agreement to December 31, 2027, for an amount not to exceed $1,604,124.37. The Amended Agreement provides for additional on-site support and maintenance services, commencing January 1, 2026, and various upgrades to the PARCS, including equipment, hardware and software needed to implement parking reservations, upgrade credit card terminals to chip and pin as well as contactless payments, and reduce parking management labor costs through the installation of license plate readers. The Amended Agreement increases the not to exceed amount for the extended term by $753,879.44 for a total not to exceed amount of $2,358,003.81. The Amended Agreement also provides the County with one (1) additional two (2) year option to extend at the County's sole option. The Amended Agreement provides that HUB's liability is limited to the not to exceed amount of $2,358,003.81 and includes a mutual waiver of liability for consequential damages. The Risk Management Department and County Attorney's office have reviewed the limitation of liability provisions and advised staff accordingly. Due to the fact HUB is the sole source service and support provider for the PARCS installed at PBI, the current Agreement provides for a waiver of consequential damages against HUB, and the Amended Agreement expands HUB's indemnification obligations, staff is recommending approval of this Amended Agreement. Countywide (AH)

6. REGULAR AGENDA

A. AIRPORTS (cont'd.)

3. **Staff recommends motion to approve:**

A) Amendment No. 15 (Amendment) to the Contract for Consulting/Professional Services (Agreement) with RS&H, Inc. (RS&H), in the amount of $1,000,491.38 to provide supplemental services for a previously approved task related to the Parking Revenue Control Building (Project) at the Palm Beach International Airport (PBI); and

B) a Budget Transfer of $1,000,492 in the Airport's Improvement and Development Fund, which also includes a transfer from reserves in the amount of $1,000,492 to provide budget for the Amendment.

SUMMARY: The Agreement with RS&H was approved by the Board of County Commissioners (BCC) on May 7, 2019 (R2019-0612) in the amount of $2,004,570.58. Amendment No. 1 through Amendment No. 14 increased the contract amount by $18,984,905.38 and provided planning, design and construction phases services, including, but not limited to, services for the following projects at PBI: Escalator Replacement, new Parking Revenue Control Building, new Aircraft Rescue and Firefighting Building, Concourse B Expansion, Switchgear Replacement, and Elevator Replacement. A detailed Contract History is included in Attachment 1. Approval of Amendment No. 15 will increase the amount of the Agreement by $1,000,491.38 for a total contract amount of $21,989,967.34. While the term of the Agreement has expired, it authorizes amendments to be issued after its expiration for any supplemental services needed to complete a task authorized prior to the expiration of the Agreement. The Agreement authorized Task I-19-PBI-R-003 for the design and preparation of construction documents by RS&H for the Project. Amendment No. 15 provides Construction Administration and Partial Resident Project Representative (RPR) Services for the Project, which are required to complete the Project. RS&H is a Jacksonville, Florida based firm; however, the majority of the work will be managed through its Fort Lauderdale, Florida office. The Agreement is subject to recent regulatory changes to the Disadvantaged Business Enterprise (DBE) program; therefore, enforcement of the DBE contract goal has been suspended to ensure compliance with new federal guidance. Countywide (AH)

6. REGULAR AGENDA

A. AIRPORTS (cont'd.)

4. Staff recommends motion to approve:

A) First Amendment (Amendment) to Term Contract for Janitorial Services at the Palm Beach International Airport (PBI) (Contract No. 23-057/MD; R2023-1733) (Contract) with Flagship Aviation Services LLC (Flagship), exercising the first option to renew the Contract for one (1) additional one (1) year term, commencing January 1, 2026, and expiring on December 31, 2026, for an amount not to exceed $4,500,000; and

B) a Budget Transfer in the amount of $1,433,080 in the Airport's Operations Fund to provide budget for the Amendment, including a transfer from reserves in the amount of $1,433,080.

SUMMARY: On November 21, 2023, the Board of County Commissioners (BCC) approved the Contract for routine janitorial services for various locations on the PBI campus, including the commercial passenger terminal, public parking garages, general aviation Customs facility and various administrative offices and support spaces in the amount of $9,500,000 with an initial term of two (2) years, with the option to renew for three (3) additional one (1) year periods. The Contract also provides for additional janitorial services on an as-needed basis, including emergencies. The Contract expires December 31, 2025. The Amendment exercises the first option to renew, extending the expiration to December 31, 2026, and increases the contract amount by $4,500,000 for a total contract amount of $14,000,000. Expenses, including employee salaries and benefits and supplies, are paid on a reimbursement basis in accordance with an annual budget approved by the Department of Airports. Flagship's principal place of business is located in Southlake, TX. The Contract was presented to the Goal Setting Committee on February 17, 2022, and the Committee established an Affirmative Procurement Initiative (API) of Small Business Enterprise (SBE) Subcontracting Goal of 20%. Flagship committed to 21% SBE participation. The SBE participation for this Amendment is 21%. To date, the overall participation achieved on the Contract is 21%. In accordance with Chapter 332, Florida Statutes, a governing body of a medium hub commercial service airport may not approve purchases of contractual services in excess of $1,000,000 on a consent agenda. This Amendment exceeds the threshold amount and must be approved on the regular agenda. Countywide (AH)

6. REGULAR AGENDA

A. AIRPORTS (cont'd.)

5. **Staff recommends motion to approve:**

A) Change Order No. 1 to the Contract (R2025-1433) with General Asphalt Company, LLC (General Asphalt) for the James L. Turnage Boulevard Rehabilitation Project (Project) at the Palm Beach International Airport (PBI) in the amount of $1,736,763.29, extending the project duration by 82 calendar days; and

B) a Budget Transfer of $1,736,764 in the Airport's Improvement and Development Fund, to provide budget for Change Order No. 1.

SUMMARY: The Project was approved by the Board of County Commissioners (BCC) on October 7, 2025 (R2025-1433) in the amount of $3,444,626 with a project duration of 270 calendar days. The Project provides for rehabilitation of approximately 2.5 miles of James L. Turnage Boulevard (Turnage Boulevard), which is PBI's main inbound and outbound roadway. Change Order No. 1 increases the contract amount by $1,736,763.29 for a total contract amount of $5,181,389.29 and extends the project duration by 82 calendar days for a total project duration of 352 calendar days. A drainage culvert pipe that crosses under Turnage Boulevard failed, causing severe erosion along the innermost outbound lane on Turnage Boulevard. The affected lane has been closed pending the completion of repairs due to the extent of the erosion. Although the Project scope included repaving the affected portion of Turnage Boulevard and other drainage improvements, the failed pipe was not originally identified for replacement. Change Order No. 1 provides for the replacement of the failed pipe, which requires open cutting across Turnage Boulevard, removing the existing pipe, and replacing it with three (3) new 72" reinforced concrete pipes. The Department of Airports is recommending approval of Change Order No. 1 to ensure the timely replacement of the pipe and allow the reopening of the affected lane. The Contract is subject to recent regulatory changes to the Disadvantaged Business Enterprise (DBE) program; therefore, establishment and enforcement of DBE contract goals has been suspended to ensure compliance with new federal guidance. Pursuant to changes to Chapter 332, Florida Statutes, effective July 1, 2023, a governing body of a medium hub commercial service airport may not approve purchases of contractual services in excess of $1,000,000 on a consent agenda. Change Order No. 1 exceeds the threshold amount and must be approved on the regular agenda. Countywide (AH)

6. REGULAR AGENDA

B. OFFICE OF FINANCIAL MANAGEMENT & BUDGET

1. **Staff recommends motion to approve:** a Budget Transfer of $1,467,043 from General Fund Contingency Reserves to the Supervisor of Elections (SOE). **SUMMARY:** Due to Governor Ron DeSantis appointing Representative Mike Caruso, House District 87, to the office of Clerk of the Circuit Court and Comptroller for Palm Beach County, a vacancy has been created in the Florida House of Representatives, House District 87. As such, the Governor has issued Executive Order 25-210, calling for the SOE to hold a Special Primary Election on January 13, 2026 and a Special Election on March 24, 2026, if necessary, to select the Representative for House of Representatives, District 87. The SOE has indicated that the budget for the Special Elections is $1,467,043. The SOE is requesting the estimated cost, which was not considered in the FY 2026 budget due to the unplanned nature of the election. The County is required to fund the SOE operations. Section 100.102, Florida Statutes, requires the State to reimburse a county for actual costs incurred to conduct a special primary and/or special (general) election as ordered, pursuant to Section 100.101, Florida Statutes. Any funds not spent during the fiscal year are returned to the County as excess fees. Countywide (DB)

6. REGULAR AGENDA

C. FACILITIES DEVELOPMENT & OPERATIONS

1. **Staff recommends motion to approve:**

A) an Agreement for Purchase and Sale of a 1.3-acre parcel of vacant land located north of Indiantown Road and east of Bee Line Highway from Canopus Investment Group, LLC for $20,150 plus closing, title insurance, and recording costs estimated to be $800;

B) a Memorandum of Agreement with Canopus Investment Group, LLC to be recorded in the public records to provide notice of the Agreement;

C) an Agreement for Purchase and Sale of a 1.3-acre parcel of vacant land located north of Indiantown Road and east of Bee Line Highway from Bryan Pontious and David Cheung, Trustees under the Bryan Pontious Protection Trust for $20,150 plus closing, title insurance, and recording costs estimated to be $800; and

D) a Memorandum of Agreement with Bryan Pontious and David Cheung, Trustees under the Bryan Pontious Protection Trust to be recorded in the public records to provide notice of the Agreement.

SUMMARY: On November 2, 2021, the Board of County Commissioners (BCC) approved a Fiscal Strategy for the spending of American Rescue Plan Act (ARPA) funds, which included an allocation of $4,000,000 for the acquisition of environmentally sensitive lands. The parcels owned by Canopus Investment Group, LLC (Canopus Parcel) and Bryan Pontious and David Cheung, Trustees under the Bryan Pontious Protection Trust (Pontious Parcel), are interior parcels located in an area known as Palm Beach Heights (part of the Pal-Mar Ecosite). The Pal-Mar Ecosite is part of a large ecological greenway that stretches from just west of the Atlantic Ocean to just east of Lake Okeechobee.

6. REGULAR AGENDA

C. <u>FACILITIES DEVELOPMENT & OPERATIONS</u> (cont'd.)

1. **SUMMARY (cont'd.):** The area provides habitat for a wide variety of native plants and animals and it is part of a hydrologically significant region that includes the headwaters of the federally designated Wild and Scenic Northwest Fork of the Loxahatchee River. Hence its value as environmentally sensitive land. Appraisals were obtained from Anderson & Carr, Inc. and M.R. Ford & Associates, Inc. who assigned a $15,000 and $16,000 per acre value for interior parcels in Palm Beach Heights, respectively. Callaway & Price, Inc. reviewed the appraisals and concluded a reasonable aggregate value of $15,500 per acre for interior Palm Beach Heights parcels, which is the basis of the offers. The Agreements allow for the County's due diligence review of the parcels within 45 days of BCC approval. The County will pay title insurance policy premiums, and closing and recording costs estimated to be $800 for the Canopus Parcel and $800 for the Pontious Parcel. The Environmental Resources Management (ERM) Department will perform pre-acquisition environmental assessments for the parcels prior to closing. Boundary surveys will not be obtained for any of the parcels due to their environmental sensitivity, wet nature and remote location. ERM will be responsible for the administration of the parcel. All costs related to the acquisition will be paid from existing funds received from the ARPA Response Replacement Fund. **These are County ARPA Response Replacement funds that do not require a local match. These acquisitions must be approved by a supermajority vote (5 Commissioners).** (Property & Real Estate Management) <u>District 1</u> (ZQ)

6. REGULAR AGENDA

D. ENGINEERING & PUBLIC WORKS

1. **Staff recommends motion to adopt:** a Resolution amending Resolution R99-856, dated May 18, 1999, to reopen Homewood Road. **SUMMARY:** Florida Mango Road over the Lake Worth Drainage District (LWDD) L-5 Canal (Project) will replace the existing bridge over the LWDD L-5 Canal (Bridge) that is functionally obsolete. During construction of the Project, Florida Mango Road will be closed to all traffic for the removal of the Bridge. However, the Bridge is the only access for the residents located in the area north of the LWDD L-5 Canal, east of Farmdale Road, and southwest of the West Palm Beach Canal (Neighborhood). It has been determined that the most cost effective solution to provide access to the Neighborhood for the residents during construction of the Project is to reopen Homewood Road east of Farmdale Road. This Resolution will amend Resolution R99-856 to allow the permanent reopening of Homewood Road as requested by the District 3 Commissioner. Resolution R99-856, dated May 18, 1999, authorized the closure of Homewood Road east of Farmdale Road, at a location approved by the County Engineer, in order to satisfy a condition of approval placed upon Zoning Petition No. 89-96. Different alternatives to maintain access to the Neighborhood during construction of the Project were considered, including maintaining one lane across the Bridge at all times, providing a temporary crossing next to the Bridge, and reopening Homewood Road. Once the Project is completed, Homewood Road will remain open. A community meeting was held on September 29, 2025, and flyers have been sent to the residents of the Neighborhood informing them of the Project and the permanent reopening of Homewood Road. The local Fire and Police Departments will be notified. District 3 (YBH)

6. REGULAR AGENDA

E. HOUSING & ECONOMIC DEVELOPMENT

1. **Staff recommends motion to:**

A) conceptually approve General Obligation Housing Bond Loan Program (HBLP) awards for Affordable Housing Multifamily Development as follow:

1. Wave at Potomac by Onda Housing Group/OHG FL I Potomac LP, in the amount of $10,000,000;

2. Residences at Country Grove by Country Grove Housing Partners, LP, in the amount of $10,000,000;

3. Residences at Country Landing by Country Landing Housing Partners, LP, in the amount of $10,000,000;

4. Residences at Martin Manor II by DM Redevelopment II Ltd., in the amount of $4,987,000;

5. Arise – Lake Worth by Legacy Landing LLC/Paxton Development Group, in the amount of $13,921,276;

6. Peace Village by Peace Village Ltd., in the amount of $5,175,000; and

B) deny HBLP funding award without prejudice (thereby permitting the developer to reapply for future bond funding) for Affordable Housing Multifamily Development as follows:

1. Seventh on Haverhill by Tre Bel/Procida and West Palm Beach Baptist-Seventh Day Church, Inc. in the amount of $7,441,000;

2. 2823 Broadway by Tre Bel/Procida and West Palm Beach Housing Authority, in the amount of $17,085,000;

3. City View by Landmark Developers, Inc, in the amount of $13,000,000; and

C) authorize staff to transmit the approved proposals to the County's third-party underwriter and to negotiate the loan agreements.

6. REGULAR AGENDA

E. <u>HOUSING & ECONOMIC DEVELOPMENT</u> (cont'd.)

1. **SUMMARY:** On June 25, 2025, the Department of Housing and Economic Development (DHED) issued a Request for Proposal (RFP) No. HED.HBLP.2025.2 making County funding available to Developers to create additional housing units to expand the local inventory of multifamily rental housing units for Affordable Housing serving households earning up to 80% of Area Median Income (AMI) (income no greater than $74,880 for a household of two (2) persons). All HBLP awards are contingent upon the issuance of general obligation bonds by the Board of County Commissioners (BCC), compliance with the Housing Bond Proceeds Allocation Process criteria, and satisfaction of the applicable RFP requirements. Funding will be provided as a 20-year permanent financing loan secured by a mortgage and note, requiring repayment of principal and interest (for-profit developers subject to a 1% interest rate and non-profit developers subject to a 0% interest rate). In response to the RFP, the County received a total of ten (10) proposals, of which nine (9) were determined to be responsive to eligibility and submittal requirements. On September 11, 2025, the Selection Committee held a duly noticed public meeting and recommended funding approval for six (6) projects: 1) Wave at Potomac; 2) Residences at Country Grove; 3) Residences at Country Landing; 4) Residences at Martin Manor II; 5) Arise – Lake Worth; and 6) Peace Village.

PROJECT NAME	TOTAL PROJECT COST	REQUESTED HBLP FUNDING AMOUNT	% of TOTAL PROJECT COST	HBLP FUNDING PER COUNTY-ASSISTED UNIT	TOTAL COST PER UNIT SQUARE FOOTAGE	TOTAL # OF UNITS	# OF COUNTY-ASSISTED UNITS	AFFORD-ABILITY PERIOD
Wave at Potomac	$77,281,909	$10,000,000	13%	$50,000	$312	200	200	Up to 99
Residences at Country Grove	$51,153,802	$10,000,000	20%	$94,339	$419	106	106	50
Residences at Country Landing	$51,153,802	$10,000,000	20%	$94,339	$419	106	106	50
Residences at Martin Manor II	$47,912,536	$4,987,000	10%	$47,495	$418	105	105	50
Arise Lake Worth	$55,685,105	$13,921,276	25%	$93,431	$409	149	149	99
Peace Village	$38,247,750	$5,175,000	14%	$49,759	$450	104	104	65

6. REGULAR AGENDA

E. HOUSING & ECONOMIC DEVELOPMENT (cont'd.)

1. **SUMMARY (cont'd.):** The Selection Committee also recommended denial of three (3) projects: 1) Seventh on Haverhill; 2) 2823 Broadway; and 3) City View. The respondents were notified of the Committee's recommendation of denial and advised of the RFP protest procedures.

PROJECT NAME	TOTAL PROJECT COST	REQUESTED HBLP FUNDING AMOUNT	% of TOTAL PROJECT COST	HBLP FUNDING PER COUNTY-ASSISTED UNIT	TOTAL COST PER UNIT SQUARE FOOTAGE	TOTAL # OF UNITS	# OF COUNTY-ASSISTED UNITS	AFFORD-ABILITY PERIOD
Seventh on Haverhill	$37,580,000	$7,441,000	20%	$186,025	$517	101	40	50
2823 Broadway	$68,341,000	$17,085,000	25%	$113,145	$485	151	151	50
City View	$52,271,000	$13,000,000	25%	$144,444	$453	90	90	50

Upon conceptual approval, the projects will proceed to underwriting. Staff will subsequently present comprehensive terms and conditions to the BCC for final approval. Each Developer will be required to submit a cost certification for review and approval by DHED prior to commencement of construction. Loan agreements and all related documents associated with these HBLP funds will be executed between the County and the respective development entity (and/or their successors and assigns). Districts 2, 3, 4, 6 and 7 (HJF)

6. REGULAR AGENDA

E. <u>HOUSING & ECONOMIC DEVELOPMENT</u> (cont'd.)

2. Staff recommends motion to:

A) conceptually approve a General Obligation Housing Bond Loan Program (HBLP) awards for Workforce Housing Multifamily Development as follow:

1. Lake Worth Station by Bridge Holding LLC, an affiliate of Office America Group in the amount of $1,059,223.

2. Marina Annex (Judge Rodgers Court) by Marina Annex Housing LLC, an affiliate of the Riviera Beach Housing Authority, Inc. in the amount of $15,300,000; and

B) authorize staff to transmit the approved proposals to the County's third-party underwriter and to negotiate the loan agreements.

SUMMARY: On June 25, 2025, the Department of Housing and Economic Development (DHED) issued a Request for Proposals (RFP) No. HED.HBLP.2025.1 making County funding available to Developers to create additional housing units to expand the local inventory of multifamily rental housing units aimed at workforce housing affordability. Eligible projects serve households with incomes between 60% and 110% of Area Median Income (AMI) (for 60% AMI no greater than $56,160 for a household of two (2) persons) (for 110% AMI no greater than $102,960 for a household of two (2) persons). All HBLP awards are subject to the issuance of general obligation bonds by the Board of County Commissioners (BCC), compliance with the Housing Bond Proceeds Allocation Process criteria, and satisfaction of RFP requirements. Funding will be provided in the form of a 20-year permanent financing loan, secured by a mortgage and note requiring repayment of principal and interest with an interest rate between 2% and 3%. In response to the RFP, a total of four (4) proposals were received. Upon review, two (2) proposals were determined to be responsive to the eligibility and submittal requirements. On September 5, 2025, the Selection Committee convened in a duly noticed public meeting and recommended funding approval for two (2) projects, Lake Worth Station and Marina Annex (Judge Rodgers Court). All respondents were notified of the Committee's funding recommendations and advised of the RFP protest procedures.

6. REGULAR AGENDA

E. HOUSING & ECONOMIC DEVELOPMENT (cont'd.)

2. SUMMARY (cont'd.):

PROJECT NAME	TOTAL PROJECT COST	REQUESTED HBLP FUNDING AMOUNT	% of TOTAL PROJECT COST	HBLP FUNDING PER COUNTY-ASSISTED UNIT	TOTAL COST PER UNIT SQUARE FOOTAGE	TOTAL # OF UNITS	# OF COUNTY-ASSISTED UNITS	AFFORD-ABILITY PERIOD
Lake Worth Station	$29,658,278	$1,059,223	4%	$81,479	$345	91	13	50
Marina Annex (Judge Rogers Ct.)	$73,240,959	$15,300,000	21%	$96,835	$410	175	158	50

Upon conceptual approval, the projects will proceed to underwriting. Staff will subsequently present comprehensive terms and conditions to the BCC for final approval. Each developer will be required to submit a cost certification for review and approval by DHED prior to commencement of construction. Loan agreements and all related documents associated with these HBLP funds will be executed between the County and the respective development entity (and/or their successors and assigns). Districts 2 and 7 (HJF)

6. REGULAR AGENDA

E. <u>HOUSING & ECONOMIC DEVELOPMENT</u> (cont'd.)

3. **Staff recommends motion to:**

A) approve an Impact Fee Affordable Housing Assistance Program (IFAHAP) funding award in the total amount of $332,131 to Peace Village, Ltd. (PV);

B) authorize the Mayor to execute a Certificate of Award to be released to the recipient pursuant to IFAHAP Guidelines;

C) approve a Budget Transfer of $265,673 in Impact Fee Assistance Program – Roads Zone 2 to appropriate funds for PV;

D) approve a Budget Transfer of $47,197 in Impact Fee Assistance Program – Parks Zone 2 to appropriate funds for PV; and

E) approve a Budget Transfer of $19,261 in Impact Fee Assistance Program – Public Building Zone 1 to appropriate funds for PV.

SUMMARY: On May 5, 2025, the Department of Housing and Economic Development (DHED) issued a Notice of Funding Availability (NOFA) making $3,370,272 in IFAHAP funding available from the Fiscal Year (FY) 2025 allotment funding cycle. PV (an affiliate of Green Mills Holdings, LLC and The Union Congregational United Church of West Palm Beach) submitted an application in response to the NOFA. Staff recommends that up to $332,131 be provided as a credit for impact fees associated with the construction of Peace Village (Project), which consists of 104 one (1) bedroom senior rental apartments located southwest of the intersection of Summit Boulevard and Haverhill Road in unincorporated West Palm Beach. PV will be given credits for Roads Zone 2 Impact Fees ($265,673), Parks Zone 2 Impact fees ($47,197) and Public Building Impact Fees Zone 1 ($19,261). PV will pay impact fees above the allocated $332,131. The Certificate of Award and related documents will be issued to the entity identified herein and its successors and/or assigns and will require the Project to provide all 104 units at or below the 110% Area Median Income (AMI) for no less than 30 years. Affordability restrictions from other non-County funding sources will require the Project to provide 16 units at 30% AMI (income ≤ $24,570 for a household of one (1)), 62 units at 60% AMI (income ≤ $49,140 for a household of one (1)), four units at 70% AMI (income ≤ $57,330 for a household of one (1)), and 22 units at 80% AMI (income ≤ $65,520 for a household of one (1)). Rents will not exceed applicable program limits, currently $658 for 30% AMI, $1,316 for 60% AMI, $1,535 for 70% AMI, and $1,755 for 80% AMI. **<u>These funds are from interest earned by the Impact Fee Fund</u>**. <u>District 3</u> (HJF)

6. REGULAR AGENDA

F. PALM TRAN

1. Staff recommends motion to:

A) approve the continuation of the BusLink Pilot Program (Program); and

B) delegate authority to the County Administrator to approve the Palm Tran grant application geared toward the enhancement of east-west transit connectivity, and other documents necessary, that do not substantially change the scope of work, terms or conditions of future documents.

SUMMARY: On August 24, 2024, Palm Tran launched the Program, designed to enhance first and last-mile connectivity for transit riders. The Program currently provides customers within designated geofenced zones with up to four (4) Uber or taxi vouchers per day to facilitate access to Palm Tran's fixed-route network. Since its implementation, the Program has provided more than 200,000 trips, reflecting strong ridership and community engagement. Staff will present an annual update on the Program's performance, including ridership trends, operating costs, and recommendations to improve service efficiency. These program adjustments will include reducing the daily voucher limit; modifying service zones to better align with first- and last-mile connections; and adjusting the per-trip voucher value from $8 to $5. Adjustments are intended to ensure the long-term sustainability and effectiveness of the BusLink Program. Future projects would focus on strengthening east-west transit connectivity, including frequency changes to high-performing fixed routes 62, 63, and 73, as well as a future Mobility-on-Demand (MOD) service or BusLink extension for residents of the Acreage, Loxahatchee, and Westlake communities. Grant opportunities will be applied for, as Palm Tran becomes aware of, to partially fund these future projects. Agenda item 3AA-1 is a companion item to this agenda item given the shared service area. Countywide (MM)

6. REGULAR AGENDA

G. PUBLIC SAFETY

1. **Staff recommends motion to adopt:** a Resolution of the Board of County Commissioners (BCC) of Palm Beach County (PBC), Florida, repealing Resolution R2017-0772 and thereby dissolving the Palm Beach County Reentry Task Force (Task Force) and providing for staff support of a non-County Working Group to continue the non-advisory work of the Task Force. **SUMMARY:** The Department of Public Safety, Division of Justice services is seeking approval from the BCC to dissolve the Task Force as an advisory board under the BCC. On September 22, 2025, the Task Force voted in favor of this recommendation. Originally established to enhance public safety, reduce victimization and recidivism, and improve the quality of life for Palm Beach County residents, the Task Force has successfully achieved its foundational objectives. These include developing a coordinated countywide reentry framework, defining key stakeholder roles, and initiating comprehensive reentry efforts that have since become deeply embedded in local and national practices. The proposed dissolution reflects the Task Force's natural progression from an advisory board to the BCC to a more dynamic, community-driven model. This community-based workgroup approach mirrors other successful Public Safety workgroups, such as those addressing sexual assault and domestic violence, which rely on cross-agency coordination, community engagement, and shared accountability to drive meaningful outcomes. Transitioning away from a formal advisory board structure will allow for greater inclusivity, welcoming grassroots organizations, community-based partners and residents, while fostering enhanced operational coordination, information sharing, and implementation of reentry initiatives throughout Palm Beach County. Continued staff support from the Division of Justice Services is essential to ensure alignment with County priorities, maintain accountability to funding partners, and provide the administrative infrastructure necessary to sustain the collaborative strategic goals and data-driven outcomes. Countywide (RS)

6. REGULAR AGENDA

H. WATER UTILITIES

1. **Staff seeks Board Direction:** On Palm Beach County Water Utilities Department's (PBCWUD) possible acquisition of Boynton Beach Water and Sewer Utility. **SUMMARY:** At the September 30, 2025 workshop, the Board of County Commissioners (BCC) directed staff to provide an overview and timeline for the due diligence process related to the potential acquisition of the Boynton Beach Water and Sewer system. This acquisition request was initiated by the City of Boynton Beach (City). The County needs to conduct thorough due diligence to determine the feasibility of such a purchase, and this timeline provides the different steps that will need to be taken to better understand the current condition of the system, the legal components for acquisition, and the total costs and liabilities related to acquisition of the City's Water and Sewer Utility. District 4 (MWJ)

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7. BOARD APPOINTMENTS

A. COMMISSION DISTRICT APPOINTMENTS

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8. STAFF COMMENTS

A. ADMINISTRATION COMMENTS

1. **Staff recommends motion to receive and file:** the updated Board Directive Reports which include in process and completed board directive items. **SUMMARY:** At the February 6, 2018 Board of County Commissioners Meeting, direction was given to the County Administrator to submit monthly a status report of the board directives. The report categorizes: 1) In Process Items, and 2) Completed Items. The report continues to be updated on an ongoing basis. Countywide (DC)

B. COUNTY ATTORNEY

9. BCC DIRECTION

10. COMMISSIONER COMMENTS

District 1 – COMMISSIONER MARIA G. MARINO

District 2 – COMMISSIONER GREGG K. WEISS

Requesting approval for off-site Proclamation recognizing the 25th Anniversary of the Devos-Blum Family YMCA of Boynton Beach.

District 3 – COMMISSIONER JOEL G. FLORES

District 4 – COMMISSIONER MARCI WOODWARD

District 5 - COMMISSIONER MARIA SACHS

District 6 - COMMISSIONER SARA BAXTER

District 7 – COMMISSIONER BOBBY POWELL JR.

11. MATTERS BY THE PUBLIC – 2:00 P.M.

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12. ADJOURNMENT

"If a person decides to appeal any decision made by this Commission with respect to any matter considered at this meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."