

**AGREEMENT FOR ENFORCEMENT OF THE TRAFFIC LAWS OF THE  
STATE BETWEEN PALM BEACH COUNTY AND**

---

**THIS AGREEMENT FOR ENFORCEMENT OF THE TRAFFIC LAWS OF THE STATE (AGREEMENT)**, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ between **PALM BEACH COUNTY (COUNTY)**, a political subdivision of the State of Florida, by and through its Board of County Commissioners and \_\_\_\_\_  
\_\_\_\_\_ (**COMMUNITY**) (individually “Party” or collectively “Parties”) representing a private residential community located in Palm Beach County, Florida.

**WITNESSETH:**

**WHEREAS**, the **COMMUNITY** owns or controls the private roadways within \_\_\_\_\_  
\_\_\_\_\_ (**DEVELOPMENT**); and

**WHEREAS**, Section 316.006 (3)(b), Florida Statutes, provides that the **COUNTY** may exercise traffic control jurisdiction over private roads by written agreement; and

**WHEREAS**, Section 316.006 (3)(b), Florida Statutes further requires the **COUNTY** to consult with a designee of the Palm Beach County Sheriff’s Office (**PBSO**), regarding the agreement, as evidenced in **Exhibit C**; and

**WHEREAS**, the **COMMUNITY** wishes to contract with the **COUNTY** for the **PBSO** to provide for enforcement of traffic laws of the state over the private roads in the **DEVELOPMENT**.

**NOW, THEREFORE**, in consideration of the mutual representations, terms, and covenants contained herein, the Parties hereby agree as follows:

1. The above recitations are true and correct and incorporated herein.
2. The **COMMUNITY** desires to have the **PBSO** provide enforcement of the traffic laws of the state upon the **COMMUNITY’s** roadways during normal patrol hours (**SERVICES**). Should the **COMMUNITY** desire the **PBSO** to be situated in its **DEVELOPMENT** at times outside normal patrol hours, the **COMMUNITY** understands that a separate contract shall be executed for additional services. The **COMMUNITY** will be invoiced for such additional services **by the PBSO’s** Contracts and Permits Division.
3. The **COMMUNITY** has provided the **COUNTY** with certification by a licensed engineer that traffic control devices within the **DEVELOPMENT** are in accordance with the standards set forth in the Manual on Uniform Traffic Control Devices (MUTCD) and Chapter 316, Florida Statutes (**Exhibit A**).
4. The **COMMUNITY** has provided an affidavit, affirming that the **COMMUNITY** owns or controls the roadways within the **DEVELOPMENT** (**Exhibit B**).
5. The **COUNTY** and **PBSO** shall exercise their authority in the **DEVELOPMENT's** geographical area pursuant to this **AGREEMENT** and granted by the laws of the State of Florida.
6. Any proposed change to a traffic control device or addition of a new traffic control device within the **DEVELOPMENT** must be submitted to the **COUNTY** in writing for review. The **COUNTY** will provide the **COMMUNITY** with written notification of its decision. The **COMMUNITY** shall not install nor modify any traffic control device within the **DEVELOPMENT** unless approved by the **COUNTY** (Approved Traffic Control Device).
7. Within 10 business days after an Approved Traffic Control Device is installed, the **COMMUNITY** shall submit to the **COUNTY** a certification by a licensed engineer that the Approved Traffic

Control Devices within the **DEVELOPMENT** were installed and are in accordance with the standards set forth in the MUTCD and Chapter 316, Florida Statutes.

8. The **COMMUNITY** shall grant **COUNTY** and **PBSO** access to the **DEVELOPMENT** as needed in order for the **COUNTY** and **PBSO** to fulfill its duties associated with this **AGREEMENT**.
9. The **COMMUNITY** shall be responsible for maintaining all traffic control devices within the **DEVELOPMENT**, as directed by the **COUNTY**.
10. The **COMMUNITY** shall reimburse the **COUNTY** for all actual costs incurred by the **COUNTY** related to traffic control. This includes but is not limited to costs incurred to review any proposed new traffic control devices and/or proposed change to a traffic control device submitted after the certification date in **Exhibit A**, and costs associated with the **COUNTY** inspecting traffic control devices within the **DEVELOPMENT**.
11. The **COMMUNITY** shall be responsible for regularly inspecting, identifying and replacing damaged or missing traffic control devices. The **COMMUNITY** shall notify the **COUNTY** of any damaged or missing traffic control device within two (2) weeks of discovery. The **COMMUNITY** shall repair and or replace any damaged or missing traffic control device within 90 days of discovery. The **COMMUNITY** shall notify the **COUNTY** of any repair or replacement of any traffic control device within 48 hours of the completed repair or replacement.
12. The **COMMUNITY** shall have 90 days to complete any **COUNTY** requested traffic control device repair or replacement within the **DEVELOPMENT**.
13. Under no circumstances shall the **COUNTY** incur any cost related to installing, inspecting, or maintaining any traffic control device within the **DEVELOPMENT**.
14. The rendition of **SERVICES**, standards of performance, discipline and other matters incident to the performance of such **SERVICES**, and the control of personnel employed shall be within the sole discretion of the **PBSO**.
15. Persons employed in the performance of **SERVICES** provided are appointees of the **PBSO** and not the **COUNTY**. As appointees of the **PBSO**, they receive all benefits, training and promotion opportunities provided by the **PBSO**.
16. This **AGREEMENT** may be canceled by the **COUNTY** or **COMMUNITY** for any reason after 60 days written notice has been provided to the other Party with a copy to the **PBSO**.
17. This **AGREEMENT** is subject to modification in writing by the mutual consent of the Parties to this **AGREEMENT** and executed with the same formality as the original **AGREEMENT**.
18. All notices and or inquiries required or allowed by this **AGREEMENT** shall be delivered in person or mailed by Certified Mail, Return Receipt Requested, with sufficient postage affixed, to the Party to whom such notice is to be given. Such mailed notices shall be deemed received three (3) business days following the notices being placed in the U.S. Mail. Notices are to be mailed to the following:  
As to the activities of the **COUNTY** and **COMMUNITY**:

**COUNTY:**

Palm Beach County Engineering and Public Works  
Attn: Motasem Al-Turk, Ph.D., P.E. – Director, Traffic Division  
2300 North Jog Road, 3<sup>rd</sup> Floor  
West Palm Beach, FL 33411

With a copy to:

Palm Beach County Attorney's Office  
Attn: Yelizaveta B. Herman  
Assistant County Attorney  
P.O. Box 1989  
West Palm Beach, FL 33402-1989

**COMMUNITY:**

Attn: \_\_\_\_\_  
\_\_\_\_\_  
Phone #: \_\_\_\_\_

As to the contract for the administration of the **SERVICES** under this **AGREEMENT**:

**PBSO:**

Palm Beach County Sheriff's Office  
Attn: Captain R. Mugridge  
3228 Gun Club Road  
West Palm Beach, FL 33406  
(561) 687-6825

19. The exercise of enforcement of the traffic laws provided for herein shall be in addition to the jurisdictional authority presently exercised by the **COUNTY** and **PBSO** under law, and nothing in this **AGREEMENT** shall be construed to limit or remove any jurisdictional authority.
20. The **COMMUNITY** shall protect, defend, reimburse, indemnify and hold the **COUNTY**, its agents, employees and elected officers harmless from and against all claims, liability, expense, loss, cost, damages or causes of action of every kind or character, including attorney's fees and costs, whether at trial or appellate levels or otherwise, arising during and as a result of their performance of the terms of this **AGREEMENT** or due to the acts or omissions of the **COMMUNITY**.
21. The **COUNTY** has consulted with the **PBSO** as required by 316.006(3)(b)(2), Florida Statutes. See acknowledgment of consultation, a copy of which is attached hereto and incorporated herein as **Exhibit C**.
22. In the event that any section, paragraph, sentence, clause, provision hereof be held by a court of competent jurisdiction to be invalid, such shall not affect the remaining portions of this **AGREEMENT** and the same shall remain in full force and effect.
23. This **AGREEMENT** represents the entire understanding between the Parties and supersedes all other negotiations, representations, or agreement, either written or oral, relating to this **AGREEMENT**.
24. This **AGREEMENT**, including any exhibits referenced herein, may be executed in one or more counterparts all of which shall constitute collectively but one and the same. The **COUNTY** may execute the **AGREEMENT** through electronic or manual means. The **COMMUNITY** shall execute the **AGREEMENT** by manual means only, unless the **COUNTY** provides otherwise.
25. This **AGREEMENT** shall be construed by and governed by the laws of the State of Florida.
26. Any costs or expenses (including reasonable attorney's fees) associated with enforcement of the terms and/or conditions of this **AGREEMENT** shall be borne by the respective Parties.
27. Notwithstanding anything contained herein, as provided under Section 119.0701, Florida Statutes, if the **COMMUNITY**: (i) provides a service; and (ii) acts on behalf of the **COUNTY** as provided under Section 119.011(2), Florida Statutes, the **COMMUNITY** shall comply with the requirements of Section 119.0701, Florida Statutes, as it may be amended from time to time. The **COMMUNITY** is specifically required to:
  - A. Keep and maintain public records required by the **COUNTY** to perform services as provided under this **AGREEMENT**.
  - B. Upon request from the **COUNTY'S** Custodian of Public Records, provide the **COUNTY** with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law. The **COMMUNITY**

further agrees that all fees, charges and expenses shall be determined in accordance with Palm Beach County PPM CW-F-002, Fees Associated with Public Records Requests, as it may be amended or replaced from time to time.

- C. Ensure that public records that are exempt, or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the **AGREEMENT**, if the **COMMUNITY** does not transfer the records to the public agency.
- D. Upon completion of the **AGREEMENT**, the **COMMUNITY** shall transfer, at no cost to the **COUNTY**, all public records in possession of the **COMMUNITY** unless notified by **COUNTY**'s representative/liaison, on behalf of the **COUNTY**'s custodian of Public Records, to keep and maintain public records required by the **COUNTY** to perform the service. If the **COMMUNITY** transfers all public records to the **COUNTY** upon completion of the **AGREEMENT**, the **COMMUNITY** shall destroy any duplicate public records that are exempt, or confidential and exempt from public records disclosure requirements. If the **COMMUNITY** keeps and maintains public records upon completion of the **AGREEMENT**, the **COMMUNITY** shall meet all applicable requirements for retaining public records. All records stored electronically by the **COMMUNITY** must be provided to the **COUNTY**, upon request of the **COUNTY**'s Custodian of Public Records, in a format that is compatible with the information technology systems of the **COUNTY**, at no cost to the **COUNTY**.

Failure of the **COMMUNITY** to comply with the requirements of this article shall be a material breach of this **AGREEMENT**. The **COUNTY** shall have the right to exercise any and all remedies available to it, including but not limited to, the right to terminate for cause. The **COMMUNITY** acknowledges that it has familiarized itself with the requirements of Chapter 119, Florida Statutes, and other requirements of state law applicable to public records not specifically set forth herein.

**IF THE COMMUNITY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE COMMUNITY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, PLEASE CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT RECORDS REQUEST, PALM BEACH COUNTY PUBLIC AFFAIRS DEPARTMENT, 301 N. OLIVE AVENUE, WEST PALM BEACH, FL 33401, BY E-MAIL AT [RECORDSREQUEST@PBCGOV.ORG](mailto:RECORDSREQUEST@PBCGOV.ORG) OR BY TELEPHONE AT 561-355-6680.**

- 28. The **COMMUNITY** shall, at its sole expense, maintain in full force and effect at all times during the life of this **AGREEMENT**, commercial general liability insurance with limits of at least \$1 million per occurrence, and include **COUNTY** and **PBSO** as Additional Insureds on such policy. The **COMMUNITY** shall agree to provide the **COUNTY** with at least ten (10) day prior notice of any cancellation, non-renewal or material change to the insurance coverage. The requirements contained herein, as well as the **COUNTY**'s review or acceptance of insurance maintained by the **COMMUNITY** are not intended to and shall not in any manner limit or qualify the liabilities and obligation assumed by the **COMMUNITY** under the **AGREEMENT**.
- 29. The Parties agree that no person shall be excluded on the grounds of race, color, sex, age, national origin, disability, religion, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information from the benefits of or be subjected to any form of discrimination under any activity carried out by the performance of this **AGREEMENT**, as provided in County R-2017-1770, as amended.

30. The **COUNTY** has established the Office of the Inspector General in Palm Beach County Code, Section 2-421 – 2-440, as may be amended. The Inspector General’s authority includes but is not limited to the power to review past, present and proposed **COUNTY** contracts, transactions, accounts and records to require the production of records, and to audit, investigate, monitor, and inspect the activities of the **COMMUNITY**, its officers, agents, employees, and lobbyists in order to ensure compliance with contract requirements and detect corruption and fraud. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be a violation of Palm Beach County Code, Section 2-421 – 2-440 and punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second-degree misdemeanor.

**IN WITNESS WHEREOF**, the undersigned Parties hereto have executed this Traffic Enforcement Agreement on the day and year first written above.

**COUNTY:**

APPROVED AS TO TERMS  
AND CONDITIONS

By: \_\_\_\_\_  
Motasem Al-Turk  
Traffic Division Director

(COMMUNITY’S Seal)

ATTEST:

COMMUNITY: \_\_\_\_\_  
\_\_\_\_\_,  
a Florida \_\_\_\_\_  
\_\_\_\_\_[corporation/not for profit  
corporation] licensed to do business in  
Florida

BY: \_\_\_\_\_  
(Signature of other corporate officer)  
  
\_\_\_\_\_  
(Print Name and Title)

BY: \_\_\_\_\_  
(Signature of President or Vice President)  
  
\_\_\_\_\_  
(Print Name and Title)

EXECUTED by COUNTY this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

(COUNTY Seal)

ATTEST:

Joseph Abruzzo  
Clerk of the Circuit Court & Comptroller

Palm Beach County, A POLITICAL  
SUBDIVISION OF THE STATE OF  
FLORIDA, by and through its BOARD OF  
COUNTY COMMISSIONERS

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Maria Sachs, Mayor

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By: ybh  
Yelizaveta B. Herman  
Assistant County Attorney