

**VILLAGE OF NORTH PALM BEACH
AGENDA**

**WORKSHOP SESSION
COUNCIL CHAMBERS**

**THURSDAY, JANUARY 12, 2017
AFTER REGULAR SESSION**

David B. Norris
Mayor

Doug Bush
Vice Mayor

Darryl C. Aubrey
President Pro Tem

Robert A. Gebbia
Councilmember

Mark Mullinix
Councilmember

Samia Janjua
Interim Village Manager

Leonard Rubin
Village Attorney

Melissa Teal
Village Clerk

1. ROLL CALL

2. NEW BUSINESS

- a. **MILLIMAN ACTUARIAL PRESENTATION** Milliman actuarial analysis of the changes proposed by the fire and police unions to the Village of North Palm Beach Fire and Police Retirement Fund.

REMARKS _____

- b. **CITIZEN OVERSIGHT COMMITTEE FOR ONE-CENT SALES TAX PROCEEDS** Consideration, input, and guidance regarding the use of the Palm Beach County League of Cities' Citizen Oversight Committee or the creation and appointment of the Village's own Citizen Oversight Committee to provide for citizen review of the expenditure of surtax proceeds.

REMARKS _____

- c. **LAND DEVELOPMENT CODE AND VILLAGE MASTER PLAN IMPLEMENTATION** Discussion and input concerning the adoption of a new Unified Land Development Code and implementation of the Village Master Plan.

REMARKS _____

3. ADJOURNMENT

This agenda represents the tentative agenda for the scheduled meeting of the Village Council. Due to the nature of governmental duties and responsibilities, the Village Council reserves the right to make additions to, or deletions from, the items contained in this agenda.

**VILLAGE OF NORTH PALM BEACH
HUMAN RESOURCES DEPARTMENT**

TO: Honorable Mayor and Council
FROM: Samia Janjua, Interim Village Manager 
DATE: January 12, 2017
SUBJECT: **WORKSHOP – Milliman Actuarial Presentation**

The Police and Fire unions requested changes to the Village's defined benefit pension plan for employees with the bargaining units. The Village entered into an agreement with Milliman to conduct an actuarial analysis to assist with determining the cost of the requested changes.

Milliman will be presenting this analysis at the meeting.

Contact person: Samia Janjua, Interim Village Manager
Jim Cherof, Village Labor Attorney

**VILLAGE OF NORTH PALM BEACH
OFFICE OF THE VILLAGE ATTORNEY**

TO: Honorable Mayor and Council
FROM: Samia Janjua, Interim Village Manager 
DATE: January 12, 2017
SUBJECT: **WORKSHOP – Oversight Committee for Penny Surtax Proceeds**

On November 8, 2016, Palm Beach County voters approved a one-cent sales surtax, raising the sales tax from 6 to 7% effective January 1, 2017. Section 212.055(2)(d), Florida Statutes, restricts the use of surtax proceeds to, among other things, the financing, planning and construction of infrastructure. Infrastructure is defined as fixed capital expenditures or outlays associated with the construction, reconstruction or improvement of public facilities and the purchase of vehicles and other equipment that have a life expectancy of more than five years. The surtax sunsets on December 31, 2016, unless repealed earlier in accordance with the Palm Beach County Code.

In accordance with Section 17-494 of the County Code, the County, the School District and each municipality must provide for the creation of a Citizen Oversight Committee to provide for citizen review of the expenditure of surtax proceeds “as soon as possible after the surtax becomes effective, but not later than the date on which surtax funds are first expended.” A municipality may either participate in an Oversight Committee created by the Palm Beach County League of Cities or create its own Committee. The Committee requirements are as follows:

- The Committees shall serve as advisory and reporting bodies to the creating entities. Each creating entity shall establish specific duties and membership requirements governing Committee operations and participation.
- Each Committee shall have the responsibility to review the expenditure of surtax proceeds by the entity which created it.
- The Committees shall meet monthly, or as otherwise needed to fulfill their duties and responsibilities. Each Committee shall provide an annual report to the governing board of the entity which created it.
- Committee members shall receive no compensation for the performance of their duties.
- The Committees, their members, and all their proceedings shall be governed by and comply with the provisions of the Government in the Sunshine Law, Public Records Law, the Florida Ethics Code, and all other applicable statutes, ordinances and rules.

The Palm Beach County League of Cities is in the process of forming its Oversight Committee, which will be discussed at the January 25, 2017 League Board of Directors Meeting. However, if the Council wishes to appoint its own Committee, it will need to provide for its creation, establish its duties and membership requirements, and appoint its members prior to expending any surtax proceeds.

Contact person: Leonard G. Rubin, Village Attorney

Recommendation:

Village Administration seeks Council consideration, input and guidance regarding the use of the Palm Beach County League of Cities' Citizen Oversight Committee or the creation and appointment of the Village's own Citizen Oversight Committee in accordance with the applicable County Code requirements.

Infrastructure Projects	Amount
Replacement and/or repairs of storm water structures and pipes based on recently completed condition assessment	\$2,735,000
Village Wide Sidewalks and Crosswalks	\$300,000
Western Communities Streetlighting	\$1,000,000
Asphalt Resurfacing on Streets and Alley Ways	\$3,450,000
Lighthouse Bridge Rehabilitation	\$1,165,000
<i>TOTAL</i>	<i>\$8,650,000</i>

**VILLAGE OF NORTH PALM BEACH
COMMUNITY DEVELOPMENT DEPARTMENT**

TO: Honorable Mayor and Council
FROM: Samia Janjua, Interim Village Manager 
DATE: January 12, 2017
SUBJECT: **WORKSHOP – Discussion Regarding Adoption of Land Development Code and Implementation of the Village Master Plan**

On September 25, 2014, the Village Council executed a contract with Calvin, Giordano & Associates, Inc. (“CGA”) for planning services to assist in the development and preparation of a Unified Land Development Code (“ULDC”), as specified in the Request for Proposals issued by the Village.

CGA prepared a general timeline for workshops, code review and adoption and divided the implementation and adoption process into the following phases:

- Phase I Establish format of UDLC – Develop the framework
- Phase II Identification of Issues – “Discovery”
- Phase III Public Outreach
- Phase IV Creation of UDLC – Evolution of the Working Draft to Final Draft
- Phase V Public Hearing/Adoption

Phase I was completed and Phase II, Discovery, was partially completed. The Discovery phase primarily involves the identification of issues. The Consultant and Village Administration solicited input by conducting initial public workshops with the Planning Commission on February 19, 2015 and the Zoning Board of Adjustment and Appeals on March 24, 2015 to afford each Board, based on its assigned role, the opportunity to identify the major issues within the community that should be addressed as part of the Code rewrite. At the May 28, 2015 Village Council meeting, the Council, at the urging of members of the Planning Commission and others, determined that prior to proceeding with the ULDC process, the Village should develop a Vision and Master Plan.

On August 15, 2015, the Village Council executed an Interlocal Agreement with Treasure Coast Regional Planning Council (“TCRPC”) to develop a master plan for future and infill development and redevelopment, as well as a community-based vision for economic growth.

On August 11, 2016 at a Council Workshop, TCRPC presented and received input on the first draft of the Master Plan that fully described the master plan process including the charrette, public input, and public involvement, and highlighted all recommendations in considerable detail. At a subsequent Workshop on October 13, 2016, TCRPC presented implementation strategies for the draft Master Plan with projected timeframes. At its October 27, 2016, Regular Session, the Council formally accepted the Master Plan through the adoption of Resolution No. 2016-73.

This Workshop is to discuss the next steps for Code revisions with respect to the following:

1. ULDC format: requires the re-organization of the various land development regulations into a consolidated ULDC;
2. Non-Master Plan Related Revisions: addresses administrative items, process, procedures, clarifications, updates, definitions, general provisions, etc.;
3. Master Plan Dependent/Implementation Revisions: requires direction from Council as to what components of the Master Plan are desired to be realized. Comprehensive Plan and Code Revisions necessary to implement them can then be identified. This may include consideration of new zoning districts and/or regulations, and the type of zoning code (form based, traditional, hybrid) best suited to address them; and
4. Consultant assistance in drafting the desired revisions.

At the Workshop Meeting, Village Staff and TCRPC will be providing additional background and examples of different types of Land Development Codes.

There is no immediate fiscal impact.

Contact person: Denise Malone, Community Development Director

Recommendation:

Village Administration requests Council discussion and input of the next steps regarding the adoption of a new Unified Land Development Code and Implementation of the Village Master Plan in accordance with Village policies and procedures.