



VILLAGE OF NORTH PALM BEACH
REVISED REGULAR SESSION AGENDA

VILLAGE HALL COUNCIL CHAMBERS
501 U.S. HIGHWAY 1

THURSDAY, JUNE 11, 2020
7:30 PM

Susan Bickel
Mayor

Mark Mullinix
Vice Mayor

David B. Norris
President Pro Tem

Darryl C. Aubrey
Councilmember

Deborah Searcy
Councilmember

Andrew D. Lukasik
Village Manager

Leonard G. Rubin
Village Attorney

Jessica Green
Village Clerk

In accordance with Executive Order No. 20-91 issued by Governor Ron DeSantis on April 1, 2020, all senior citizens and individuals with a significant underlying medical condition are ordered to stay at home and limit the risk of exposure to COVID-19. The Order further indicates that all persons in Florida shall limit their personal interactions outside of their homes to only those necessary to obtain or provide essential services or conduct essential activities. Similarly, the Centers for Disease Control and Prevention guidance advises that all individuals adopt far-reaching social distancing measures, including avoiding gatherings of more than 10 people. Therefore, in accordance with Executive Order No. 20-69 issued by the Governor on March 20, 2020, the Village of North Palm Beach shall utilize communications media technology to facilitate public participation in this meeting electronically, via internet access or telephone.

INSTRUCTIONS TO JOIN MEETING ELECTRONICALLY

To join meeting by computer (video & audio) click or type the following link in address bar:

<https://us02web.zoom.us/j/87010218119?pwd=QkROd2pSVFdPenNzZTNwM2lyQk5ydz09>

Meeting ID: 870 1021 8119

Password: 504333

To join meeting by phone (voice only):

888 475 4499 US Toll-free

877 853 5257 US Toll-free

Meeting ID: 870 1021 8119

Public Comments: Public comments can be submitted by filling out the public comment form that can be accessed by clicking the following link [Public Comment Card](#). Public comments can also be made by leaving a voice message at 561-904-2126. All public comments will be read into the record at the Public Comment portion of the meeting.

For full detailed instructions on how to the join the meeting by either telephone or by computer please see the Village of North Palm Beach Village Council webpage or click on the following links:

[Instructions for attending Village Council Meeting by phone](#)

[Instructions for attending Village Council Meeting by computer](#)

REVISED AGENDA

ROLL CALL

INVOCATION - VICE MAYOR

PLEDGE OF ALLEGIANCE - MAYOR

AWARDS AND RECOGNITION

APPROVAL OF MINUTES

- [1.](#) Minutes of the Regular Session held 5/28/2020

COUNCIL BUSINESS MATTERS

STATEMENTS FROM THE PUBLIC, PETITIONS AND COMMUNICATIONS

Members of the public may address the Council concerning items on the Consent Agenda or any non agenda item under Statements from the Public. **Time Limit: 3 minutes**

Members of the public who wish to speak on any item listed on the Regular Session or Workshop Session Agenda will be called on when the issue comes up for discussion. **Time Limit: 3 minutes**

Anyone wishing to speak should complete a Public Comment Card (on the table at back of Council Chambers) and submit it to the Village Clerk prior to the beginning of the meeting.

DECLARATION OF EX PARTE COMMUNICATIONS

PUBLIC HEARINGS AND QUASI-JUDICIAL MATTERS

CONSENT AGENDA

The Consent Agenda is for the purpose of expediting issues of a routine or pro-forma nature. Councilmembers may remove any item from the Consent Agenda, which would automatically convey that item to the Regular Agenda for separate discussion and vote.

- [2.](#) **RESOLUTION** – Approving the issuance of a blanket purchase order to GL Staffing Services, Inc. for temporary Sanitation Collector staffing in an amount not to exceed \$15,000.
- [3.](#) Receive for file Minutes of the Planning Commission meeting held 4/28/20.

OTHER VILLAGE BUSINESS MATTERS

- 4.** **RESOLUTION** – Approving a payment to Peacock + Lewis Architects and Planners, LLC for additional design services relating to the Country Club Clubhouse in the amount of \$102,537.50.

COUNCIL AND ADMINISTRATION MATTERS

MAYOR AND COUNCIL MATTERS/REPORTS

VILLAGE MANAGER MATTERS/REPORTS

REPORTS (SPECIAL COMMITTEES AND ADVISORY BOARDS)

ADJOURNMENT

If a person decides to appeal any decision by the Village Council with respect to any matter considered at the Village Council meeting, he will need a record of the proceedings, and 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 (F.S. 286.0105).

In accordance with the Americans with Disabilities Act, any person who may require special accommodation to participate in this meeting should contact the Village Clerk's office at 841-3355 at least 72 hours prior to the meeting date.

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.

DRAFT MINUTES OF THE REGULAR SESSION
VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA
MAY 28, 2020

Present:

Susan Bickel., Mayor
Mark Mullinix, Vice Mayor
David B. Norris, President Pro Tem
Darryl C. Aubrey, Sc.D., Councilmember
Deborah Searcy, Councilmember
Andrew D. Lukasik, Village Manager
Len Rubin, Village Attorney
Jessica Green, Village Clerk

ROLL CALL

Mayor Bickel called the meeting to order at 7:30 p.m. All members of Council were present. All members of staff were present.

INVOCATION AND PLEDGE OF ALLEGIANCE

Vice Mayor Mullinix gave the invocation and Mayor Bickel led the public in the Pledge.

APPROVAL OF MINUTES

The Minutes of the Regular Session held May 14, 2020 were approved as written.

CONSENT AGENDA

Councilmember Aubrey moved to approve the Consent Agenda. Vice Mayor Mullinix seconded the motion which passed unanimously. The following item was approved:

Motion – Authorizing the Mayor to sign a letter on behalf of the Village supporting the distribution and use of FDLE JAG Grant funds for FY 2019-2020.

RESOLUTION 2020-38 – AMENDMENT TO IAFF COLLECTIVE BARGAINING AGREEMENT

A motion was made by Councilmember Aubrey and seconded by Councilmember Searcy to adopt Resolution 2020-38 entitled:

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA APPROVING AN AMENDMENT TO ARTICLE 24 OF THE COLLECTIVE BARGAINING AGREEMENT WITH THE PROFESSIONAL FIREFIGHTERS/PARAMEDICS OF PALM BEACH COUNTY, LOCAL 2928, IAFF, INC.; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Lukasik explained that the amendment would provide a Captain's promotional list which was not available at the time that Article 24 was approved.

Thereafter, the motion to adopt Resolution 2020-38 passed unanimously.

MOTION – Designation of voting delegate and alternates for PBC League of Cities

A motion was made by Councilmember Searcy and seconded by President Pro Tem Norris to designate Vice Mayor Mullinix as voting delegate and Councilmember Aubrey as alternate voting delegate for the Palm Beach County League of Cities.

Thereafter the motion passed unanimously.

VILLAGE COUNCIL MATTERS/REPORTS

Councilmember Searcy commended Finance Director Samia Janjua for receiving the Government Finance Officers Association Distinguished Budget Presentation Award for Fiscal Year 2019-2020.

Councilmember Aubrey stated that he recently went to Farmer’s Table for lunch and stated that everything was well organized in response to COVID-19 protocols and requirements. Councilmember Aubrey stated that the food was very good and that he felt very comfortable eating at the Farmer’s Table restaurant.

Mayor Bickel stated that in response to COVID-19, the Village’s police cars would be outfitted with a system that would heat the cars to kill any viruses.

Chief Richard Jenkins thanked Mayor Bickel for recommending the system and thanked Public Works Manager Susanne Hachigian for implementing it.

VILLAGE MANAGER MATTERS/REPORTS

Mr. Lukasik asked for policy direction concerning the upcoming 4th of July celebration. Mr. Lukasik stated that the Village was not planning on having the 4th of July event, but there was an option to have a fireworks display only. Mr. Lukasik stated that some communities were having a fireworks display only event, but Village staff was not recommending having a fireworks display. Mr. Lukasik stated that if the Village had a fireworks display only, he believed a lot of people would show up even though they would be asked not to.

Discussion ensued between staff and Council on whether or not to have a 4th of July fireworks display only.

The Council came to consensus to not have a 4th of July fireworks event or display only and directed staff to wait and see if a fireworks display could be held at a later date towards the end of the year.

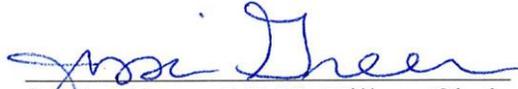
Mr. Lukasik gave an update on the re-opening of the Library which would take place on June 1st. Mr. Lukasik stated that the projected date for the re-opening of all other Village facilities was June 8th and explained the processes and protocols that would be implemented in order to re-open.

Mr. Lukasik stated that the next Council meeting on June 11th would take place in the Council Chambers with only staff and Council present utilizing social distancing and the public would continue to participate by virtual means.

Mr. Lukasik gave an update on the Strategic Planning activities, tasks and upcoming workshops.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 8:00 p.m.



Jessica Green, MMC, Village Clerk

**VILLAGE OF NORTH PALM BEACH
PUBLIC WORKS DEPARTMENT**

TO: Honorable Mayor and Council

THRU: Andrew D. Lukasik, Village Manager

FROM: Steven J. Hallock, Director of Public Works

DATE: June 11, 2020

SUBJECT: **RESOLUTION – Approval of the issuance of a blanket purchase order to GL Staffing Services, Inc. for temporary Sanitation Collector staffing in an amount not to exceed \$15,000.**

The Public Works Department is requesting the approval of a blanket purchase order to GL Staffing Services, Inc. in the amount of \$15,000 for temporary agency staffing for the Sanitation Division on an as needed basis. This purchase order is needed when a significant amount of Sanitation staff is off due to vacation time, sick time, bereavement leave, worker’s compensation, and/or staff turnover. If the Department does not have enough Sanitation staff, it cannot complete collection without working into the evenings, rolling over some of the collection to the next day, and/or mixing garbage and vegetation. None of these options are acceptable with the level of service our residents and customers have come to expect.

The Public Works Department previously generated purchase orders for \$7,000 (PO 101463) and \$22,500 (PO 101547 approved by Resolution No. 2020-04) for temporary agency staffing and this funding has been exhausted. This funding was expected to provide sufficient staffing for the remainder of the fiscal year; however, there are still four Sanitation vacancies that need to be filled. The requested purchase order for \$15,000 and will bring the total compensation for GL Staffing Services, Inc. to \$44,500 for the fiscal year. The Department believes that such funding will be sufficient to the remainder of the fiscal year, especially if Sanitation vacancies are filled and the Department is fully staffed. When the Department is fully staffed, there is rarely a need for temporary agency staffing.

In accordance with the Village’s purchasing policies and procedures: *“All purchases in excess of \$25,000 and up to \$50,000 shall be brought to the Village Council on Consent Agenda for approval.”* Since the cumulative purchases fall within this range, Village Staff is requesting Council approval. Funding is available for this blanket purchase order due to the difficulty in filling the Sanitation vacancies. There is \$98,330 in Sanitation salary savings during the first eight months of the fiscal year.

The attached Resolution has been prepared/reviewed by your Village Attorney for legal sufficiency. Additionally, any agreements with GL Staffing Services, Inc. will be subject to the review and approval of the Village Attorney.

Account Information:

Fund	Department/ Division	Account Number	Account Description	Amount
General Fund	Public Works/Sanitation	A7020-33491	Contractual Services	\$15,000

Recommendation:

Village Staff requests Council consideration and approval of the attached Resolution approving the issuance of a blanket purchase order to GL Staffing Services, Inc. for temporary Sanitation Collector staffing in an amount not to exceed \$15,000 (for a total of \$44,500 for the fiscal year), with funds expended from Account No. A7020-33491 (Public Works/Sanitation – Contractual Services), in accordance with Village policies and procedures.

RESOLUTION 2020-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA APPROVING THE ISSUANCE OF A BLANKET PURCHASE ORDER TO GL STAFFING SERVICES, INC. FOR TEMPORARY SANITATION COLLECTOR STAFFING IN AN AMOUNT NOT TO EXCEED \$15,000.00; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Public Works Department is requesting the issuance of a blanket purchase order to GL Staffing Services, Inc. in an amount not to exceed \$15,000.00 for temporary Sanitation Collector staffing for the remainder of the fiscal year; and

WHEREAS, the Village has already approved purchase orders to GL Staffing Services, Inc. in the amount of \$29,500 for this fiscal year, and Village Council approval is required when the aggregate fiscal year spending for a single vendor exceeds \$25,000; and

WHEREAS, the Village Council determines that the adoption of this Resolution, including the waiver of any conflicting purchasing policies and procedures, is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA as follows:

Section 1. The foregoing recitals are ratified as true and incorporated herein.

Section 2. The Village Council hereby approves the issuance of a blanket purchase order to GL Staffing Services, Inc. for temporary Sanitation Collector staffing services for the Public Works Department in an amount not to exceed \$15,000.00, with funds expended from Account No. A7020-33491 (Public Works/Sanitation – Contractual Services). All agreements with GL Staffing for such services shall be subject to review and approval by the Village Attorney.

Section 3. This Resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2020. .

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK



Purchase Order

Fiscal Year 2020

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **101463**

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Village of North Palm Beach
501 U.S. Highway One
Attn: Finance Department
North Palm Beach, FL 33408

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GENERAL LABOR STAFFING SERVICES, INC
1709 BANKS RD, BLDG A, UNIT 5
MARGATE FL 33063

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SANITATION DEPARTMENT
VILLAGE OF NORTH PALM BEACH
645 PROSPERITY FARMS ROAD
NORTH PALM BEACH FL 33408-4799

Vendor Phone Number 561-547-3440		Vendor Fax Number	Requisition Number	Delivery Reference PUBLIC WORKS DEPARTMENT		
Date Ordered 10/25/2019	PO Expiration Date 09/30/2020	Vendor # 10740	Freight Method/Terms		Department/Location PUBLIC WORKS ADMINISTRATION	
Item#	Description/Part No.	Qty	UOM	Unit Price	Extended Price	
1	SEMI-SKILLED LABORERS The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading SALES AND USE TAX EXEMPTION CERTIFICATE #85-8012646341C-6 EXPIRES 6/30/2022 BLANKET PURCHASE ORDER FOR SEMI-SKILLED LABORERS TO ASSIST WITH GARBAGE COLLECTION FOR SANITATION DEPARTMENT A7020 - 33491 \$7,000.00 ***** GL SUMMARY ***** A7020 - 33491 \$7,000.00	1.0	EACH	\$7,000.00	\$7,000.00	

By *Amin*
Finance Director

PURCHASING COPY

Total Ext. Price \$7,000.00
PO Total \$7,000.00

RESOLUTION 2020-04

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA APPROVING THE ISSUANCE OF A BLANKET PURCHASE ORDER TO GL STAFFING SERVICES, INC. FOR TEMPORARY SANITATION COLLECTOR STAFFING IN AN AMOUNT NOT TO EXCEED \$22,500; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Public Works Department is requesting the issuance of a blanket purchase order to GL Staffing Services, Inc. in an amount not to exceed \$22,500 for temporary Sanitation Collector staffing; and

WHEREAS, Village Council approval is required when the aggregate fiscal year spending for a single vendor exceeds \$10,000; and

WHEREAS, the Village Council determines that the adoption of this Resolution, including the waiver of any conflicting purchasing policies and procedures, is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA as follows:

Section 1. The foregoing recitals are ratified as true and incorporated herein.

Section 2. The Village Council hereby approves the issuance of a blanket purchase order to GL Staffing Services, Inc. for temporary Sanitation Collector staffing services for the Public Works Department in an amount not to exceed \$22,500, with funds expended from Account No. A7020-33491 (Public Works/Sanitation – Contractual Services). All agreements with GL Staffing for such services shall be subject to review and approval by the Village Attorney.

Section 3. This Resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED THIS 23RD DAY OF JANUARY, 2020.

(Village Seal)


MAYOR

ATTEST:


VILLAGE CLERK



Purchase Order

Fiscal Year 2020 Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS
 Purchase Order # **101547**

BILL TO

Village of North Palm Beach
 501 U.S. Highway One
 Attn: Finance Department
 North Palm Beach, FL 33408

VENDOR

GENERAL LABOR STAFFING SERVICES, INC
 1709 BANKS RD, BLDG A, UNIT 5
 MARGATE FL 33063

SHIP TO

SANITATION DEPARTMENT
 VILLAGE OF NORTH PALM BEACH
 645 PROSPERITY FARMS ROAD
 NORTH PALM BEACH FL 33408-4799

Vendor Phone Number		Vendor Fax Number		Requisition Number		Delivery Reference	
561-547-3440						PUBLIC WORKS DEPARTMENT	
Date Ordered	PO Expiration Date	Vendor #	Freight Method/Terms			Department/Location	
01/28/2020	09/30/2020	10740				SANITATION DEPARTMENT	
Item#	Description/Part No.			Qty	UOM	Unit Price	Extended Price
	SEMI-SKILLED LABORERS						
	The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading						
	SALES AND USE TAX EXEMPTION CERTIFICATE #85-8012646341C-6 EXPIRES 6/30/2022						
1	PURCHASE ORDER FOR SEMI SKILLED LABORERS FOR GARBAGE COLLECTION, AS PER RES # 2020-04 A7020 - 33491 \$22,500.00			1.0	EACH	\$22,500.00	\$22,500.00
	***** GL SUMMARY *****						
	A7020 - 33491 \$22,500.00						

By *Samir*
 Finance Director

DEPARTMENT COPY

Total Ext. Price	\$22,500.00
PO Total	\$22,500.00

ORG	ACCOUNT DESCRIPTION	BUDGET	TOTAL YTD (EST)	AVAILABLE BUDGET	% USED
A7020-11210	REGULAR PAY	909,376.00	571,293.64	338,082.36	62.82%
A7020-11300	PART-TIME PAY	29,363.00	1,312.60	28,050.40	4.47%
A7020-11400	OVERTIME PAY	20,000.00	11,275.55	8,724.45	56.38%
A7020-11502	UNIFORM/SHOE ALLOWANCE	2,700.00	1,806.01	893.99	66.89%
A7020-11505	SPECIAL/CERT/ST.INCENTIVE PAY	500.00	346.14	153.86	69.23%
A7020-11507	INSURANCE - OPT OUT	1,020.00	706.14	313.86	69.23%
A7020-12110	F I C A	73,667.00	41,594.16	32,072.84	56.46%
A7020-12210	PENSION-GEN'L EMPLOYEES	96,099.00	37,240.77	58,858.23	38.75%
A7020-12216	ICMA GENERAL EMPLOYEES	7,941.00	-	7,941.00	0.00%
A7020-12217	ICMA MUNICIPAL EMPLOYEES	57,384.00	39,937.53	17,446.47	69.60%
A7020-12225	ICMA-457 MATCH	13,680.00	1,707.20	11,972.80	12.48%
A7020-12310	HEALTH INSURANCE	222,515.00	146,984.80	75,530.20	66.06%
A7020-12312	HEALTH SAVING ACCOUNT EXPENSE	40,500.00	39,375.00	1,125.00	97.22%
A7020-12320	LIFE INSURANCE	1,653.00	1,110.05	542.95	67.15%
A7020-12330	L.T.D. INSURANCE	3,929.00	2,428.45	1,500.55	61.81%
A7020-12410	WORKERS' COMPENSATION	54,219.00	27,582.43	26,636.57	50.87%
TOTAL		1,534,546.00	924,700.47	609,845.53	60.26%
				TARGET FOR 8 MO.	66.67%
				SAVINGS	6.41%
				SAVINGS \$\$	98,330.20



**VILLAGE OF NORTH PALM BEACH
PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, APRIL 28, 2020**

Present:

Cory Cross, Chairman
Donald Solodar, Vice Chair
Thomas Hogarth, Member
Jake Furlott, Member
Kathryn DeWitt, Member
Jonathan Haigh, Member
Lori Rainaldi, Member

Len Rubin, Village Attorney
Jeremy Hubsch, Community Development Director
Paola West, Principal Planner
Justin Revis, Planner
Michael Applegate, IT Director

In accordance with Governor Ron DeSantis' Executive Order No. 20- 91 and Executive Order No. 20- 69, the meeting was conducted electronically, via internet access or telephone. There were five people present in the Council Chambers which consisted of staff, Village Attorney Len Rubin, and Planning Commission Chairman Cory Cross. The remaining Planning Commission members, additional staff and the COA applicants attended via internet connection or telephonically.

I. CALL TO ORDER

Chairman Cross called the meeting to order at 6:30 PM.

IA. ROLL CALL

All members of the Planning Commission were present.

II. APPROVAL OF MINUTES

The Minutes of the February 4, 2020 Regular Meetings were approved as written.

III. DELARATION OF EX PARTE COMMUNICATIONS

There were no Ex Parte Communications declared by the Board.

IV. QUASI JUDICIAL MATTERS / PUBLIC HEARING

A. CERTIFICATES OF APPROPRIATENESS

1. COA 2020-0342: 165 US Highway 1 – Northlake Petroleum, Inc.

Minutes of Village Planning Commission Regular Meeting held on April 28, 2020

Request: An application submitted by Walli Butt on behalf of Northlake Petroleum, Inc. requesting a Certificate of Appropriateness (COA) for building paint colors.

Mrs. West presented the Staff report and recommendation. The applicant is requesting approval of paint colors for the BP gas station convenience store building. The building has been painted without approvals and has an active Code Compliance case related to not obtaining prior color approvals and a paint permit (Ref. #5663). The building's previous color was a beige/off-white color with the only accent being a reddish clay tile roof. The building colors being requested for approval are a gray for the body (Sherwin Williams 7053 Adaptive Shade) and a bright green for the building accent (Sherwin Williams BM 2003-10 Lizard Green). It is Staff's analysis that this application is inconsistent with the appearance criteria provided herein. It is staff's opinion that the accent should be reduced so that the main color of the building is Adaptive Shade and allow the Lizard Green color to remain strictly as an accent/trim color. Staff requests the Commission include the following condition(s) as a part of their order:

1. Obtain a paint permit within 30 days of this approval for the proposed building colors and obtain final inspection within 60 days of this approval.

Walli Butt, 13358 Machiavelli Way, Palm Beach Gardens, was present to represent the project.

The Planning Commissions discussion included the question as to what is being considered as the trim of the building; the opinion that the wainscot and trim painted in the middle are too loud, and only the trim be painted; and that the appearance of the building should maintain consistent with the other buildings within the total PUD.

Motion: Mr. Hogarth moved to approve the application with Staff's recommendation that the coping at the top of the building be painted Lizard Green, the dumpster enclosure and the rest of the building be painted Adaptive Shade (Gray), the permit be obtained within 90 days and final inspection within 120 days. Ms. Rainaldi seconded the motion, which passed 7-0.

2. COA 2019-1908: 400 US Highway 1 – Frigates Holdings, LLC.

Request: An application submitted by Steve Muller on behalf of the Frigates Holdings LLC, requesting a Certificate of Appropriateness (COA) for an observation platform over the C-17 Canal.

Mr. Revis presented the Staff report and recommendation. The Applicant is requesting approval to build an observation platform over the C-17 Canal (a/k/a the Earman River) at Frigate's Waterfront Bar & Grill. The proposed platform will be located on the southwestern portion of the Property, immediately south of the existing Tiki Hut. The structure will extend over the existing seawall into the C-17 Canal and will be located completely within the existing boundaries of the Property. The proposed platform will be 684 square feet and will be completely enclosed by 36-inch handrails to prevent the mooring of boats. The main section of the platform will extend 20 feet waterward and will have a width of 28 feet. A smaller section of the platform will extend toward the eastern side of the property along the seawall for 31 feet with a waterward extension of 4 feet. The structure will be constructed of pressure treated marine grade lumber and will utilize marine grade stainless steel hardware. The Applicant intends to utilize the platform as a place where restaurant patrons can wait until their table is ready. There will be no tables or service at the platform, though patrons will be able to obtain drinks from the bar while waiting for a table. The Applicant has received approvals from both the Army Corps of Engineers and Florida Department of Environmental Protection for the project. Staff requests the Commission include the following condition(s) as a part of their order:

Minutes of Village Planning Commission Regular Meeting held on April 28, 2020

1. Obtain a building permit for the scope of work as approved herein.
2. No tables shall be located on the observation platform.

Steve Muller, 100 Ebbtide Dr., North Palm Beach, was present to represent the project.

The Planning Commissions discussion included whether there will be a need to increase the number of parking spaces due to increased occupancy; whether vertical slats are allowed or if they must be horizontal for safety concerns; whether the dock is within the property limits; whether a precedent is being set by allowing a deck over the water; whether the South Florida Water Management District has been contacted; whether signage or umbrellas will be used on the deck; and whether another COA will be needed should the applicant wish to add lighting to the deck.

Motion: Mr. Hogarth moved to approve the application as submitted and with the conditions that no tables, seating, umbrellas, awnings, or anything else not shown on the application, and subject to verification by Staff that a permit from the South Florida Water Management District be obtained if required. Ms. DeWitt seconded the motion, which passed 7-0.

V. ADMINISTRATION MATTERS

A. Staff Updates: Department closed to public, but still, taking in permit and zoning applications, and doing inspections; operating steadily. Too quick to hold the regularly scheduled May meeting, but would like to schedule another meeting in mid to late May as there are a few items to bring before the Board. New Code updates hoping to bring forward in June. The Village Manager doesn't want to hold public meetings quite yet due to social distancing guidelines.

B. Commission Member Comments: None

VI. ADJOURNMENT

With there being no further business to come before the Board, the meeting adjourned at 7:25 P.M.

Minutes typed by Jane Lerner

**VILLAGE OF NORTH PALM BEACH
VILLAGE MANAGER'S OFFICE**

TO: Honorable Mayor and Council

FROM: Andrew D. Lukasik, Village Manager

DATE: June 11, 2020

SUBJECT: **RESOLUTION** – Authorization of Payment for Additional Services associated with the North Palm Beach Country Club Project to Peacock & Lewis in the Amount of \$102,537.50.

Village staff is recommending Village Council's approval of a payment to Peacock & Lewis in the amount of \$97,687.50 for additional services associated with the design of the four (4) pool deck buildings – the locker room, snack shack, and the two check-in buildings -- included as part of the North Palm Beach Country Club Project. Additionally, staff is recommending a payment that will address an additional scope of work performed by Simmons and White in the amount of \$4,850.

The original scope of work approved by the Village and Peacock & Lewis when the base contract was executed anticipated the inclusion of pool deck functions within the clubhouse itself. In January 2017, the Village determined that the buildings should be moved to the pool deck following a public meeting. Additionally, in early-December 2017, Peacock & Lewis made modifications to buildings (relocating the lockers) in advance of submitting plans to the Building Department prior to the end of the 2017 calendar year.

Additionally, the work performed by Simmons and White was related to engineering services necessary to redirect sanitary sewer flow from the driving range to US1. This was added to create a positive slope for the gravity sewer system and eliminate a prior flaw in the system that led to frequent sewer back-ups.

It should be noted that Village staff and Peacock & Lewis continue to have differing perspectives regarding other outstanding charges for additional services. The discussion relates to charges for the development of plans and permit documents for the temporary trailers as well as services provided during the value engineering process with Weitz. The total amount in dispute is \$236,013.75. This does not include charges from Simmons and White, incurred during the value engineering process, in the amount of \$14,500. These issues continue to be discussed and will be presented to the Village Council for resolution at a later date.

The attached Resolution has been prepared by the Village Attorney.

Account Information:

Fund	Department	Account Number	Account Description	Amount
Capital Projects	Country Club Clubhouse Project	K7600-66210	Construction and Major Renovation	\$102,537.50

Recommendation:

Village Staff requests Council consideration and adoption of the attached resolution to approve a payment to Peacock & Lewis for additional services delivered as part of the North Palm Beach Country Club Project in the amount of \$102,537.50.

RESOLUTION 2020-____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, APPROVING A PAYMENT TO PEACOCK + LEWIS ARCHITECTS AND PLANNERS, LLC FOR ADDITIONAL DESIGN SERVICES RELATING TO THE COUNTRY CLUB CLUBHOUSE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, through the adoption of Resolution 2016-83 on November 10, 2016, the Village Council approved an Agreement for Final Schematic Design through Construction Administration Services with Peacock + Lewis Architects and Planners, LLC (“Peacock + Lewis”) for the new North Palm Beach Country Club facility; and

WHEREAS, through the adoption of Resolution 2017-99 on October 26, 2017, the Village Council approved an Agreement for Additional Architectural and Design Services based on changes to the design concept initiated by the Village, as well as an additional payment for conceptual design services; and

WHEREAS, earlier in 2017, the Village had modified the design to move certain functions from the Clubhouse to four buildings located on the pool deck (locker room, snack shack and two check-in buildings), and the Village wishes to compensate Peacock + Lewis for these additional design services, as well as compensate its subconsultant, Simmons and White, Inc., for additional work relating to the sanitary sewer flow; and

WHEREAS, the Village Council determines that the adoption of this Resolution is in the best interests of the residents and citizens of the Village of North Palm Beach.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA as follows:

Section 1. The foregoing recitals are ratified as true and are incorporated herein.

Section 2. The Village Council hereby approves payment to Peacock + Lewis Architects and Planners, LLC in the amount of \$102,537.50 (\$97,687.50 to Peacock + Lewis and \$4,850.00 to Simmons and White) for additional design services for the new Clubhouse, with funds expended from Account No. K7600-66210 (Country Club Project – Construction/Major Renovation – Contractual Services).

Section 3. All resolutions or parts of resolution in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 4. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2020.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK



Established 1961

PEACOCK + LEWIS
Architects and Planners, LLC
Lic. # AAC 000020

DATE: August 9, 2017
PERIOD ENDING: August 3, 2017
INVOICE NO.: 39
PROJECT: Village of North Palm Beach
Clubhouse
SD-CA
PROJECT NO.: 16-057
CUSTOMER NO.: 16057.39

TO:

Mr. Samia Janjua
Interim Village Manager
Village of North Palm Beach
501 US Highway One
North Palm Beach, FL 33408

*Do Not Pay
Per Conversation
w/ Brian
Folde.*

INVOICE FOR PROFESSIONAL SERVICES (ARCHITECTURAL AND INTERIOR DESIGN) RENDERED:

Village of North Palm Beach
Clubhouse Master Plan Implementation - Phase II
Final Schematic Design through Construction Administration

Pool Structures, Additional Service - P+L Phase #709
Hourly Billing - NTE - \$78,000.

Amount earned through 08/03/17	\$ 77,992.50
Less amount previously invoiced	\$ 0.00
Amount due at this time	\$ 77,992.50

Amount earned this period, 1/25/17 through 8/03/17

Principal - 6.25 hours at \$250.	\$ 1,562.50
Senior Architect - 33.0 hours at \$200.	\$ 6,600.00
Architect - 140 hours at \$200.	\$ 28,000.00
CAD Support - 321 hours at \$100.	\$ 32,100.00
Interior Design Manager - 7.5 hours at \$200.	\$ 1,500.00
Design Assistant - 18.5 hours at \$100.	\$ 1,850.00
RGD - MEP Permit Documents for Buildings A, B, C and D	\$ 6,380.00

Amount due this invoice **\$ 77,992.50**



August 9, 2017

via email: alukasik@village-npb.org

Mr. Andy Lukasik
Village Manager
Village of North Palm Beach
501 US Highway 1
North Palm Beach, Florida 33408

PEACOCK + LEWIS

Architects and Planners, LLC
Lic. # AAC 000020

Re: Village of North Palm Beach
Redesign of Clubhouse to Add Structures on the Pool Deck
Peacock + Lewis Project No. 16-057(709)

Dear Mr. Lukasik,

1295 US Highway One
Suite 200
North Palm Beach, FL 33408

T: 561.626.9704
F: 561.626.9719

1610 Trade Center Way
Suite #5
Naples, FL 34109

T: 239.631.2332
F: 239.300.6402

Architecture

Planning

Interior Design

Programming

Graphic Design

Project Delivery

Member AIA

As requested during the final design and construction documents phase of the project, Peacock + Lewis was requested to remove some aquatics related functions from the clubhouse and relocate them to the pool deck. After many meetings with the Village's staff, EDSA, Peacock + Lewis and Council, the final solution of locating all the desired and required buildings was designed and documented into a separate bid package. In summary, the new buildings include a bathhouse building with all of the toilet and shower fixtures along with pool storage needs in one building, a free-standing snack bar, two-family suites by the new water park and a pool check-in/lifeguard office building.

The design and documentation of these new buildings are Additional Services utilizing the terms outlined in our Basic Services Agreement between Client and Architect dated November 10, 2016.

This work was performed on an hourly basis utilizing the rates outlined in paragraph IV.A. of our proposal totaling Seventy-Eight Thousand Dollars (\$78,000.00).

Feel free to contact me with any comments or questions you may have. Acceptance of this Proposal may be indicated by signing, dating and returning one (1) copy of this letter.

Sincerely,
Peacock + Lewis Architects and Planners, LLC

Brian D. Idle, AIA
President

Authorization to provide the above services:

Signed: _____

Name: _____

Title: _____

Date: _____

Enclosure: Peacock + Lewis Invoice #39



Established 1961

PEACOCK + LEWIS

Architects and Planners, LLC
Lic. # AAC 000020

DATE: March 30, 2018
 PERIOD ENDING: March 29, 2018
 INVOICE NO.: 85 (719) Revised April 9, 2018
 PROJECT: Village of North Palm Beach
Clubhouse
SD-CA
 PROJECT NO.: 16-057
 CUSTOMER NO.: 16057.85

TO:

Mr. Andy Lukasik
 Village Manager
 Village of North Palm Beach
 501 US Highway One
 North Palm Beach, FL 33408

INVOICE FOR PROFESSIONAL SERVICES (ARCHITECTURAL AND INTERIOR DESIGN) RENDERED:

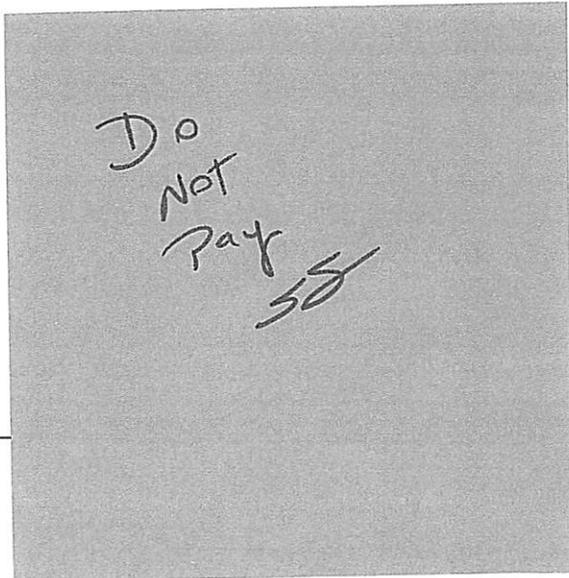
Village of North Palm Beach
 Clubhouse Master Plan Implementation - Phase II
 Final Schematic Design through Construction Administration

Revisions to New Pool Building after Permit Set Issued, Additional Service - P+L Phase #719
 Hourly Billing -

Amount earned through 03/29/18	\$ 17,595.00
Less amount previously invoiced	\$ 0.00
Amount due at this time	\$ 17,595.00
<hr/>	
Amount earned this period, 12/14/17 through 03/29/18	
Principal - 1.0 hours at \$250.	\$ 250.00
Senior Architect - 30.5 hours at \$200.	\$ 6,100.00
Interior Design Manager - 13.0 hours at \$200.	\$ 2,600.00
CAD Support - 29.25 hours at \$100.	\$ 2,925.00
Consultants - MEP and Structural Engineering	\$ 5,720.00

Amount due this invoice

\$ 17,595.00



1295 U.S. Highway One
 North Palm Beach, FL 33408
 561/626-9704
 www.peacockandlewis.com

due for Professional Services and unpaid within
 invoice dates shall bear interest at the rate of
 thly (18% annually).



Established 1961

PEACOCK + LEWIS
Architects and Planners, LLC
Lic. # AAC 000020

DATE: March 30, 2018
PERIOD ENDING: March 29, 2018
INVOICE NO.: 85 (719)
PROJECT: Village of North Palm Beach
Clubhouse
SD-CA
PROJECT NO.: 16-057
CUSTOMER NO.: 16057.85

TO:

Mr. Andy Lukasik
Village Manager
Village of North Palm Beach
501 US Highway One
North Palm Beach, FL 33408

INVOICE FOR PROFESSIONAL SERVICES (ARCHITECTURAL AND INTERIOR DESIGN) RENDERED:

Village of North Palm Beach
Clubhouse Master Plan Implementation - Phase II
Final Schematic Design through Construction Administration

Revisions to New Pool Building after Permit Set Issued, Additional Service - P+L Phase #719
Hourly Billing -

Amount earned through 03/29/18	\$ 23,995.00
Less amount previously invoiced	\$ 0.00
Amount due at this time	\$ 23,995.00
<hr/>	
Amount earned this period, 12/14/17 through 03/29/18	
Principal - 1.0 hours at \$250.	\$ 250.00
Senior Architect - 30.5 hours at \$200.	\$ 6,100.00
Interior Design Manager - 44.0 hours at \$200.	\$ 8,800.00
CAD Support - 31.25 hours at \$100.	\$ 3,125.00
Consultants - MEP and Structural Engineering	\$ 5,720.00
 Amount due this invoice	 <u>\$ 23,995.00</u>



PEACOCK + LEWIS

Architects and Planners, LLC
Lic. # AAC 000020

1295 US Highway One
Suite 200
North Palm Beach, FL 33408

T: 561.626.9704
F: 561.626.9719

1610 Trade Center Way
Suite #5
Naples, FL 34109

T: 239.631.2332
F: 239.300.6402

Architecture

Planning

Interior Design

Programming

Graphic Design

Project Delivery

Member AIA

www.peacockandlewis.com

December 12, 2017

via email: alukasik@village-npb.org

Mr. Andy Lukasik
Village Manager
Village of North Palm Beach
501 US Highway 1
North Palm Beach, Florida 33408

Re: Village of North Palm Beach
Revisions to New Pool Building after Permit Set was Issued
Peacock + Lewis Project No. 16-057(719)

Dear Mr. Lukasik,

As discussed recently, Peacock + Lewis has been requested to make revisions to the bathhouse/pool storage building to add lockers. We reviewed this request in detail on December 5, 2017 with Susan Bickel, Councilmember. Subsequent to our meeting, Councilmember Bickel called to inform us that she confirmed with Coach Cavanaugh that the area of reduction in pool storage rooms would be fine so that area could be added to the dressing area next to showers in both sides (men and women) of the bathhouse.

These revisions will be made as an Additional Service, utilizing the terms outlined in our Basic Services Agreement between Client and Architect dated November 10, 2016.

This work will be performed on an hourly basis utilizing the rates outlined in paragraph IV.A, plus reimbursable expenses.

Feel free to contact me with any comments or questions you may have. Acceptance of this Proposal may be indicated by signing, dating and returning one (1) copy of this letter.

Sincerely,
Peacock + Lewis Architects and Planners, LLC

Brian D. Idle, AIA
President

Authorization to provide the above services:

Signed: _____

Name: _____

Title: _____

Date: _____

cc: Sharon Swan <sswan@village-npb.org>
Brenda Mantooth <brenda@peacockandlewis.com>

In Dispute



PEACOCK + LEWIS
Architects and Planners, LLC
Lic. # AAC 000020

DATE: July 31, 2019
PERIOD ENDING: June 30, 2019
INVOICE NO.: 134 (729)
PROJECT: Village of North Palm Beach
Clubhouse
SD-CA
PROJECT NO.: 16-057
CUSTOMER NO.: 16057.134

TO:
Mr. Andy Lukasik
Village Manager
Village of North Palm Beach
501 US Highway One
North Palm Beach, FL 33408

INVOICE FOR PROFESSIONAL SERVICES (ARCHITECTURAL AND INTERIOR DESIGN) RENDERED:

Village of North Palm Beach
Clubhouse Master Plan Implementation - Phase II
Final Schematic Design through Construction Administration

Peacock and Lewis - Architect; Simmons & White, Inc. - Engineer, Site Development -
Add New Sewage Line from Existing Driving Range Building to a New Manhole
Additional Service, P+L Phase #729

Professional engineering services concerning services a new 6" sanitary lateral to the water and sewer plan sheet to replace the existing 3" lateral connecting the driving range building to the existing sanitary manhole at the driveway to US Highway One, including permitting with Seacoast Utility Authority for the month of June 2019. Per Contract - Lump Sum Billing \$ 3,500.00

Professional engineering services concerning relocation of Manhole #2 and approval of Seacoast Utility Authority approval including grading revisions around clubhouse, grease trap relocations and team meetings and coordination for the months of April through June, 2019. Per Contract to be billed Hourly:

Senior Engineer - 9.0 hours at \$150. \$ 1,350.00
Principal - 2.0 hours at \$250.
Architect - 5.0 hours at \$200.
Clerical - 2.0 hours at \$75.

Amount due this invoice for services rendered \$ 4,850.00

Reimbursable Expenses:

No billing this period \$ 0.00

Amount due this invoice \$ 4,850.00

Clubhouse Project Summary

Budget:			
Loan	\$15,000,000		
Country Club	227,818		
GF Unassigned Fund Balance	3,922,527		
Total Budget		\$19,150,345	
Less Expenses (includes open p.o.'s):			
<u>Description</u>	<u>Amount</u>		
Row Labels	Sum of AMOUNT		
Architect	1,350,166		
Architect - Addt'l Services #1	81,650		
Architect - Addt'l Services #2	102,538		
Architect - Master Plan	227,818		
Bag Storage System	18,770		
Construction Mgr	339,615		
Farmers Table	166,760		
FPL	25,712		
Furniture, Fixtures & Equipment	230,063		
Loan Financing	40,483		
Material Testing	116,863		
Miscellaneous	20,688		
Permit / Application / License Fees	147,663		
Pool	86,605		
Restroom & Shower Trailers	18,058		
Signage	21,978		
Synthetic Turf	15,447		
Technology	249,171		
Temporary Facilities	428,689		
Weitz	12,411,372		
Weitz DPO	3,021,298		
Weitz Pre-Construction	27,500		
Grand Total	19,148,908		
Total Expenses		(19,148,908)	
Balance - Clubhouse Project		\$1,437	
Total \$\$ Available			
Balance - Clubhouse Project	\$1,437		
Balance - Interest earnings projects	\$173,815		
Balance before CIP budget amendment		\$175,251	
Budget Amendment to CIP		(\$100,000)	
Net Available		\$75,251	

Interest Earnings & Projects			
Investment of Clubhouse Loan Proceeds			
Fiscal Year	Cash Dividend	Interest	Total
2017	\$19,471	\$46,652	\$66,123
2018	132,195	120,284	252,479
2019	97,465	132,631	230,097
2020	-	213	213
Grand Total	\$249,131	\$299,780	\$548,911

Project	Amount
Employee Parking Lot	\$71,381
Brightview - Materials & Repair Tee Boxes	35,820
Cart Paths	51,266
Pool Equipment w/ installation	82,452
Brightview - Replace Sod	6,848
Pool Drain Work	19,834
Precision (Additional Landscaping)	22,404
Relocation of Force Main	43,090
Marquee Sign (*)	\$42,000
Total Interest Earnings' Projects	(375,096)

Balance - Interest Earnings' Projects		\$173,815
(*) Marquee sign		
	<u>Vendor</u>	<u>Quote</u>
Project not yet approved by Council; \$42k estimate used based on 4 vendor quotes	Art Sign	62,062
	Bennet	41,700
	Ferrin	29,764
	ASG	34,344