



## VILLAGE OF NORTH PALM BEACH REGULAR SESSION AGENDA

VILLAGE HALL COUNCIL CHAMBERS  
501 U.S. HIGHWAY 1

THURSDAY, AUGUST 27, 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

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**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 be conducting this meeting utilizing communications media technology. The members of the Village Council will not be physically present in the Council Chambers and shall be participating virtually. Members of the public may participate in the meeting via internet access or by telephone as set forth below.**

### **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/84954625325?pwd=QUxBWmpCdUJzekl0UHdXL2lvQ3prQT09>

**Meeting ID:** 849 5462 5325

**Password:** 933582

To join meeting by phone (voice only):

877 853 5257 US Toll-free

888 475 4499 US Toll-free

**Meeting ID:** 849 5462 5325

**Password:** 933582

**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](#)

## **AGENDA**

### **ROLL CALL**

### **INVOCATION - VICE MAYOR**

### **PLEDGE OF ALLEGIANCE - MAYOR**

### **AWARDS AND RECOGNITION**

### **APPROVAL OF MINUTES**

- [1.](#) Minutes of the Regular Session held 8/13/2020

### **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**

#### **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.](#) Receive for file Minutes of the Police and Fire Pension Board meeting held 5/12/20.
- [3.](#) Receive for file Minutes of the Golf Advisory Board meeting held 7/20/2020.
- [4.](#) Receive for file Minutes of the Library Advisory Board meeting held 7/28/20.
- [5.](#) Receive for file Minutes of the Infrastructure Surtax Oversight Committee meeting held 8/13/2020.
- [6.](#) **RESOLUTION** – Approving the Honorary Designation of Bridge Number 930361 on S.R. A1A/Jack Nicklaus Drive as "Gold Star Family Memorial Bridge", dedicated to Army Captain Joseph M. Berkson.

**OTHER VILLAGE BUSINESS MATTERS**

- 7. RESOLUTION – AMENDMENT TO INTERLOCAL AGREEMENT WITH TREASURE COAST REGIONAL PLANNING COUNCIL** Approving an Amendment to the Interlocal Agreement with Treasure Coast Regional Planning Council for planning activities relating to the U.S. Highway One Corridor in an amount not to exceed \$53,856; and authorizing execution of the Amendment.

**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**  
**AUGUST 13, 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 Sessions held July 9, 2020 and July 23, 2020 were approved as written.

There was no ex-parte communication by Council for the following item:

ORDINANCE 2020-03 – CODE AMENDMENT – PROSPERITY HARBOR NORTH PLANNED UNIT DEVELOPMENT

A motion was made by Vice Mayor Mullinix and seconded by Councilmember Aubrey to adopt and enact on second reading Ordinance 2020-03 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING THE PROSPERITY HARBOR NORTH PLANNED UNIT DEVELOPMENT BY AMENDING ORDINANCE NO. 01-2000 TO MODIFY THE REGULATIONS APPLICABLE TO DOCKS AND PIERS ON THE INTRACOASTAL LOTS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Community Development Director Jeremy Hubsch stated that there would be no presentation since Council unanimously passed the ordinance on first reading at the previous Council meeting.

Mayor Bickel opened the public hearing. There being no comments from the public, Mayor Bickel closed the public hearing.

Thereafter, the motion to adopt and enact Ordinance 2020-03 on second reading passed unanimously.

ORDINANCE 2020-04 – CODE AMENDMENT – CIVIL RIGHTS

A motion was made by Councilmember Aubrey and seconded by Councilmember Searcy to adopt and enact on second reading Ordinance 2020-04 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING CHAPTER 1, “GENERAL PROVISIONS,” OF THE VILLAGE CODE OF ORDINANCES BY ADOPTING A NEW SECTION 1-11, “CIVIL RIGHTS;” PROVIDING FOR A STATEMENT OF PURPOSE AND THE ADOPTION OF THE NORTH PALM BEACH CIVIL RIGHTS ACT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Rubin stated that there would be no presentation since Council unanimously passed the ordinance on first reading at the previous Council meeting.

Mayor Bickel opened the public hearing. There being no comments from the public, Mayor Bickel closed the public hearing.

Thereafter, the motion to adopt and enact Ordinance 2020-04 on second reading passed unanimously.

ORDINANCE 2020-05 – CODE AMENDMENT – COMPREHENSIVE PLAN

A motion was made by Vice Mayor Mullinix and seconded by Councilmember Searcy to adopt on first reading Ordinance 2020-05 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING THE VILLAGE OF NORTH PALM BEACH COMPREHENSIVE PLAN TO IMPLEMENT THE CITIZEN’S MASTER PLAN AND ADDRESS THE VILLAGE’S COMMERCIAL CORRIDORS; AMENDING THE FUTURE LAND USE ELEMENT, THE TRANSPORTATION ELEMENT AND THE CAPITAL IMPROVEMENTS ELEMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2020-06 – CODE AMENDMENT – COMMERCIAL LAND DEVELOPMENT REGULATIONS

A motion was made by President Pro Tem Norris and seconded by Councilmember Aubrey to adopt on first reading Ordinance 2020-06 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING THE VILLAGE’S LAND DEVELOPMENT REGULATIONS; AMENDING CHAPTER 6, “BUILDINGS AND BUILDING REGULATIONS,” TO ALLOW ENCROACHMENTS IN EASEMENTS UNDER SPECIFIED CIRCUMSTANCES, MODIFY THE PROCEDURES APPLICABLE TO APPEARANCE REVIEW AND ADOPT A SITE PLAN AND APPEARANCE REVIEW PROCEDURE; AMENDING CHAPTER 17, “LICENSES AND BUSINESS REGULATIONS,” TO ALLOW HOME OCCUPATIONS WITHIN SPECIFIED COMMERCIAL DISTRICTS; AMENDING CHAPTER 19, “OFFENSES AND MISCELLANEOUS PROVISIONS,” TO REFERENCE MIXED USE ZONING WITHIN THE NOISE REGULATIONS; AMENDING CHAPTER 21, “PLANNING AND DEVELOPMENT,” TO PROVIDE PUBLIC NOTICE FOR WAIVERS AND MODIFY PROCEDURAL REQUIREMENTS; AMENDING CHAPTER 27, “TREES

ORDINANCE 2020-06 – CODE AMENDMENT – COMMERCIAL LAND DEVELOPMENT REGULATIONS *continued*

AND SHRUBBERY,” TO DELETE ARTICLE III, “LANDSCAPING;” AMENDING APPENDIX A, “APPEARANCE PLAN;” TO RECOGNIZE CHANGES TO DISTRICT REGULATIONS, ENCOURAGE SPECIFIC ARCHITECTURAL STYLES AND MODIFY THE CRITERIA; AMENDING APPENDIX B (CHAPTER 36), “SUBDIVISIONS,” TO REMOVE CONFLICTS WITH NEW ZONING REGULATIONS; AMENDING APPENDIX C (CHAPTER 45), “ZONING,” BY: AMENDING ARTICLE I, “IN GENERAL,” TO MODIFY THE DEFINITIONS AND CONFLICT PROVISIONS; AMENDING ARTICLE II, “GENERALLY,” TO IDENTIFY CHANGES TO THE NAMES OF CERTAIN ZONING DISTRICTS AND THE ELIMINATION OF OTHERS AND MODIFY THE SIMILAR USE AND SPECIAL EXCEPTION PROCEDURES; AMENDING ARTICLE III, “DISTRICT REGULATIONS,” BY AMENDING SECTION 45-31 TO CHANGE THE NAME OF THE C-A COMMERCIAL DISTRICT TO THE C-MU US-1 MIXED USE DISTRICT, MODIFY THE REGULATIONS INCLUDING PERMITTED AND SPECIAL EXCEPTION USES AND APPLY SUCH REGULATIONS TO ALL PROPERTIES CURRENTLY ZONED C-A; DELETING SECTION 45-31.1 TO ELIMINATE THE C-B COMMERCIAL DISTRICT; DELETING SECTION 45-2 TO ELIMINATE THE C-1A LIMITED COMMERCIAL DISTRICT; AMENDING SECTION 45-32.1 TO CHANGE THE NAME OF THE C-C TRANSITIONAL COMMERCIAL DISTRICT TO THE C-T TRANSITIONAL COMMERCIAL DISTRICT, MODIFY THE REGULATIONS INCLUDING PERMITTED USES AND APPLY SUCH REGULATIONS TO ALL PROPERTIES CURRENTLY ZONED C-C; AMENDING SECTION 45-33 TO CHANGE THE NAME OF THE C-1 NEIGHBORHOOD COMMERCIAL DISTRICT TO THE C-S SHOPPING DISTRICT, MODIFY THE REGULATIONS INCLUDING PERMITTED AND SPECIAL EXCEPTION USES, AND APPLY SUCH REGULATIONS TO ALL PROPERTIES CURRENTLY ZONED C-1; AMENDING SECTION 45-34 TO CHANGE THE NAME OF THE COMMERCIAL DISTRICT TO THE C-G GENERAL COMMERCIAL DISTRICT, MODIFY THE REGULATIONS AND APPLY SUCH REGULATIONS TO ALL PROPERTIES CURRENTLY ZONED COMMERCIAL; AMENDING SECTION 45-35.1 TO MODIFY THE REGULATIONS APPLICABLE TO PLANNED UNIT DEVELOPMENTS; AMENDING SECTION 45-35.2 TO RENAME THE C-OS CONSERVATION AND OPEN SPACE DISTRICT TO THE OS CONSERVATION AND OPEN SPACE DISTRICT; AMENDING SECTION 45-35.3 TO ELIMINATE THE NORTHLAKE BOULEVARD OVERLAY ZONING DISTRICT AND CREATE A NEW C-NB NORTHLAKE BOULEVARD COMMERCIAL DISTRICT AND MODIFY THE REGULATIONS INCLUDING PERMITTED AND SPECIAL EXCEPTION USES; AMENDING SECTION 45-36 TO REVISE THE OFF-STREET PARKING REGULATIONS, THE HEIGHT REGULATIONS AND THE OUTDOOR SEATING REGULATIONS; AMENDING SECTION 45-38 TO MODIFY THE I-1 LIGHT INDUSTRIAL ZONING REGULATIONS RELATING TO OUTDOOR RUNS AND DOG EXERCISE AREAS; RENAMING ARTICLE VI, “AMENDMENTS—FEES; WAITING PERIODS,” TO “REZONINGS; VARIANCES; WAIVERS,” AND MODIFYING THE REGULATIONS APPLICABLE TO REZONINGS AND VARIANCES AND ADOPTING NEW REGULATIONS FOR WAIVERS WITHIN THE C-MU AND C-NB ZONING DISTRICTS; AMENDING ARTICLE VII, “NON-CONFORMING USES OF LAND AND STRUCTURES,” TO ALLOW THE EXTENSION AND ENLARGEMENT OF NON-CONFORMING USES AND STRUCTURES UNDER SPECIFIED CIRCUMSTANCES; AND ADOPTING A NEW ARTICLE VIII, “LANDSCAPING,” TO MODIFY AND UPDATE THE CURRENT LANDSCAPING REQUIREMENTS FOR MULTI-FAMILY, MIXED USE, COMMERCIAL AND INDUSTRIAL DEVELOPMENTS; UPDATING CROSS-REFERENCES; PROVIDING

ORDINANCE 2020-06 – CODE AMENDMENT – COMMERCIAL LAND DEVELOPMENT REGULATIONS *continued*

FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Mr. Lukasik gave a brief introduction and history of the proposed code amendments and stated that Mr. Bill Spikowski would give a presentation showing an overview of the recommended changes to the Master Plan.

Mr. Spikowski began the presentation by discussing and explaining one of the key recommendations of creating a form-based code and design guidelines. Mr. Spikowski discussed and explained the major components of the proposed code update which were U.S. Highway 1, Northlake Boulevard, key redevelopment sites, landscape code, renaming commercial zoning districts and the Comprehensive Plan.

Community Development Director Jeremy Hubsch discussed and explained the proposed changes to the code which included changes to parking and the waiver process and providing allowances for roof top lounges and pools. Mr. Hubsch discussed and explained the adding of density in the different zoning districts.

Tom Magill, 119 Atlantic Road, asked how long would the new developments take along the U.S. 1 and Northlake corridors.

Mr. Hubsch stated that it would not be possible to estimate an exact time frame.

Discussion ensued between Council, staff and Mr. Spikowski regarding the workforce housing density bonus.

Discussion and explanation ensued between President Pro Tem Norris, Mr. Spikowski and Mr. Rubin regarding specific proposed changes to the code.

Mayor Bickel recommended changing the noise regulations to allow noise to begin at 10 a.m. on Sunday mornings instead of 8 a.m. and changing the code to not allow palm trees as a substitution for canopy trees in terms of shade.

Discussion ensued between Council and staff regarding substitution of palm trees as canopy trees.

At the conclusion of the discussion it was decided to keep the noise regulations and landscape code as is.

Discussion ensued among Council regarding architectural designs within the Village.

Thereafter, the motions to adopt Ordinance 2020-05 and Ordinance 2020-06 on first reading passed unanimously.

CONSENT AGENDA

President Pro Tem Norris moved to approve the Consent Agenda. Vice Mayor Mullinix seconded the motion which passed unanimously. The following items were approved:

Resolution – Approving a Combined Operational Assistance and Voluntary Cooperation Mutual Aid Agreement for Palm Beach County Law Enforcement Agencies; and authorizing execution of the Agreement.

Receive for file Minutes of the Library Advisory Board meeting held 6/23/20.

Receive for file Minutes of the Planning Commission meeting held 7/7/20.

Receive for file Minutes of the Recreation Advisory Board meeting held 7/14/20.

VILLAGE MANAGER MATTERS/REPORTS

Mr. Lukasik introduced Dr. Kim Delaney, Director of Strategic Development and Planning for the Treasure Coast Regional Planning Council and Fabricio Ponce, VHB Traffic Engineer.

Mr. Lukasik gave an explanation for the presentations regarding the proposed U.S. Highway 1 lane repurposing. Mr. Lukasik explained and discussed the Master Plan key recommendations which included the form-based code, prioritizing targeted redevelopment areas, improving Prosperity Farms Road, and redefining U.S. Highway 1.

Dr. Delaney gave a brief history regarding the proposal to repurpose U.S. Highway 1 and discussed and explained lane elimination and repurposing.

Mr. Lukasik discussed the benefits and challenges associated with the proposed repurposing of U.S. Highway 1. Mr. Lukasik and Dr. Delaney explained the next steps and schedule for the proposed repurposing.

Mr. Ponce began a presentation regarding the U.S. Highway 1 Lane Repurposing Traffic Study. Mr. Ponce gave a study area overview and explained and discussed existing conditions, future conditions and a Parker Bridge opening analysis.

Vice Mayor Mullinix expressed his concerns with the proposed repurposing and the traffic impacts on U.S. Highway 1.

Discussion ensued between Council, staff, Mr. Ponce and Dr. Delaney regarding concerns with traffic impacts from proposed lane repurposing on U.S. Highway 1.

Mr. Lukasik stated that he and Dr. Delaney would continue to work on the scope of work needed to submit an application to the Florida Department of Transportation which would not be submitted until after the scheduled public open houses and review by the Planning Commission.

Discussion continued between Council, staff and Mr. Ponce regarding proposed density increases.

Mayor Bickel recommended that Mr. Lukasik collect more data regarding the impacts of density increases showing highest possible impacts in relation to high density scenarios.

VILLAGE MANAGER MATTERS/REPORTS *continued*

Mayor Bickel, President Pro Tem Norris, Councilmember Aubrey and Councilmember Searcy came to consensus for Mr. Lukasik to collect more data and to move forward with the analysis of repurposing U.S. Highway 1.

Vice Mayor Mullinix did not agree with moving forward with the analysis of repurposing U.S. Highway 1.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 10:39 p.m.

  
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Jessica Green, MMC, Village Clerk

# Village of North Palm Beach Police and Fire Pension Fund

## MINUTES OF MEETING HELD

May 12, 2020

Chairman Robert DiGloria called the virtual meeting to order at 2:00 PM. Those persons present were:

### TRUSTEES PRESENT

Robert DiGloria, Chairman  
Edward Ciezak  
Erik Jensen  
Robert Coliskey  
Frank Winewski

### TRUSTEES ABSENT

### OTHERS PRESENT

Amanda Kish, Resource Centers  
Bonni Jensen, Klausner Kaufman Jensen & Levine-  
Steve Stack, Highland Capital  
Kerry Richardville, AndCo  
Doug Lozen, Foster & Foster

### ITEMS FROM THE PUBLIC

There were no public comments.

### MINUTES

The minutes from the February 2020 had been presented for the Trustees review and approval.

**Robert Coliskey made a motion to approve the minutes dated February 2020. The motion received a second from and was approved by the Trustees 5-0.**

### DISBURSEMENTS

Mrs. Kish reviewed the disbursements which had been presented in the Trustees Packets.

**Edward Ciezak made a motion to approve all disbursements. The motion received a second from Robert Coliskey was approved by the Trustees 5-0.**

### 2019 Actuarial Valuation Report (Foster & Foster)

Doug Lozen appeared before the Board to present the October 1, 2019 Actuarial Valuation Report. Mr. Lozen stated that the employer contribution increased from 17.06% to 17.74%. The increase was due to the ordinance change. The City has prepaid contribution of \$120,873.08. The member contribution had an increase from 6.15% to 7.00%. The plan experience was less favorable than expected. The actuarial loss was due to investment return, the plan did not meet the assumed return. The actuarial loss was partially offset by more turnover than expected. Mr. Lozen reviewed the ordinance changes since the last valuation. The funding ratio with new assumption method is 86.7%. Mr. Lozen recommended the Board to continue lowering the investment return with the next valuation. The Board had a discussion regarding the lowering of the investment rate of return.

**Frank Winewski made a motion to approve the October 1, 2019 Actuarial Valuation Report as presented. The motion received a second from Robert Coliskey and was approved by the Trustees 5-0.**

# Village of North Palm Beach Police and Fire Pension Fund

## MINUTES OF MEETING HELD

May 12, 2020

### HIGHLAND CAPITAL

Steve Stack of Highland Capital appeared before the Board to present the Quarterly Manger Report for the quarter ending March 31, 2020. He reported that the 1st quarter of 2020 was a challenging quarter. The market has a lot of certainty because of COVID, oil prices and election year. He reviewed a report that provided a market over the last 10 years. Mr. Stack reviewed the total return summary stating the cumulative return for the quarter was -17.58% compared to the benchmark -10.93%. The asset allocation was \$19,258,293.00 for the quarter ending March 31, 2020. Mr. Stack does not recommend any changes to the portfolio and thinks that it is positioned nicely.

### ANDCO

Mrs. Richardville appeared before the Board to present the Investment Report for the quarter ending March 31, 2020. The first quarter was very violating due to COVID. Both international and Domestic Equity markets had significant losses. The asset allocation decreased from \$27,550,128 to \$23,119.92. The portfolio is underweight international and equities. Mrs. Richardville went on to review the quarterly report in detail for the quarter which was -16.04%. The fiscal year date return was -11.32% compared to the benchmark of -5.37%. She further reported equities were down -26.19% below the policy of -19.42%, fixed income was up at 1.20% and below the policy at 3.15%. The managers performance for the quarter ending March 31, 2020 was as follows large cap value was down at -28.18% below the policy of -26.73%, the ADR portfolio was down by -28.38% below the policy at -24.79%, large cap growth was down -16.05% below the policy of -14.10%, and American Realty was up 1.54% above the policy of 0.90%.

### ATTORNEY REPORT

#### Memo re COVID 19 – Extension of Virtual Meeting

Mrs. Jensen informed the Board that the governor extended the allowance of virtual meetings.

#### Form 1

Mrs. Jensen reminded the Trustees that the Form 1 should be completed by July 1st. The form can be submitted online this year.

### CARES ACT

Mrs. Jensen reviewed the recently passed CARES Act. She explained that if a person takes an early distribution the 10% penalty under IRC is waived for 2020 calendar year for any corona virus related distributions which are less than \$100,000. She reviewed the criteria that must be met to waive the penalty.

### ADMINSTRATORS REPORT

#### Signature Authorization Update

Ms. Kish informed the Board that the Signature form needs to be updated for Salem Trust.

#### Benefit Approvals

The Board reviewed the Benefit Approvals presented at the meeting.

**Edward Ciezak made a motion approved the Benefit approval presented on May 12, 2020. The motion received a second from Robert Coliskey and was approved by the Trustees 4-0.**

# **Village of North Palm Beach Police and Fire Pension Fund**

## **MINUTES OF MEETING HELD**

**May 12, 2020**

**Erik Jensen made a motion to adjourn the meeting at 2:50 PM. The motion received a second from Edward Ciezak and was approved by the Trustees 4-0.**

Respectfully submitted,

Robert Coliskey

VILLAGE OF NORTH PALM BEACH

GOLF ADVISORY BOARD

MINUTES of July 20, 2020

I. CALL TO ORDER

- A. The meeting via Zoom was called to order by Chairman Steve Mathison at  
6:00 p.m.

II. ROLL CALL

A. Present:

Absent:

Stephen Mathison – Chairman

Rich Pizzolato – Vice Chairman

Curtis Witters – Secretary

David Talley – Member

Jeff Irish – Member

Jeff Egizio – Member

Landon Wells - Member

B. Staff Members Present:

Allan Bowman, Director of Golf

Beth Davis, General Manager

C. Council Members Present:

None

D. Public Present:

None

III. APPROVAL OF MEETING MINUTES

- A. Minutes of the May 18, 2020 GAB Meeting were approved 7-0.

IV. ADMINISTRATIVE REPORTS

Golf Report. Allan Bowman, Director of Golf, delivered his report.

Allan reviewed the results of the Member Survey. Discussion was had concerning the methodology employed for the survey and need to do additional, regular surveys of the members in the future.

Allan reviewed ongoing and upcoming projects for the course.

We will be closed July 27-31 to aerify the course.

The area to the left of the tee boxes on the 14<sup>th</sup> hole will be covered with concrete screenings.

A curb will be installed on the cart path in front of the black tee box on the 1<sup>st</sup> hole.

Workers are leveling, and where necessary, replacing sprinkler heads.

Budget review for the Village and the golf course is underway. We plan to recommend a 3% increase in dues. In addition, we will add a fifth season to our rate structure, to be designated as Holiday, running from November 20 to December 31.

An increase in cart and walking fees for members will be proposed as well.

Allan delivered the rounds report. It appears that we will reach revenue projections for the fiscal year, notwithstanding that the course was closed for five weeks in March and April.

Allan told us that he is reviewing and considering some available computer software programs currently on the market in order to improve our golf operations.

The pending project to replace our bunker faces and lake edges with new grass is ready to begin but has been delayed by excessive rain at the sod farms which has delayed delivery of the product.

V. DISCUSSION TOPICS

Discussion was had concerning a suggestion that the club increase the greens fees for walk-in players during the winter season, since other facilities in the area are charging higher amounts. Allan acknowledged the suggestion but expressed concern that COVID 19 may reduce the number of winter visitors to Florida from the Northeast. No decision was made.

Rich Pizzolato spoke on the concept of “branding” North Palm Beach Country Club as part of our marketing efforts. Discussion was had on this subject. Allan pointed out that our proposed budget for the upcoming fiscal year does include funding for marketing of the club.

VI. ADJOURNMENT

The meeting was adjourned at 6:59 p.m.

The next meeting will be August 17, 2020.

Minutes by Curtis L. Witters, Secretary.



**VILLAGE OF NORTH PALM BEACH  
LIBRARY ADVISORY BOARD MEETING MINUTES  
JULY 28, 2020**

**NOTE:** Due to the Covid-19 pandemic this meeting was held via ZOOM.

**I. CALL TO ORDER**

Chairperson Christine DelGuzzi called the meeting to order at 7:01 PM.

**II. ROLL CALL**

Present:

Zakariya Sherman, Library Director  
Christine DelGuzzi, Chairperson  
Phyllis Wissner, Vice Chairperson  
Carolyn Kost, Member  
Brad Avakian, Member  
Tina Chippas, Member  
Leslie Metz, Member  
Darryl Aubrey, Council Member  
Patty Sullivan, Friends of the Library

**III. APPROVAL OF MINUTES**

Minutes for the June 23, 2020 meeting were approved after a motion made by Carolyn Kost and seconded by Tina Chippas.

**IV. LIBRARIAN'S REPORT**

Director Zak Sherman reported the following:

- A review of current COVID-19 impacts was given, which included continued shortened hours of operation, 3-day quarantining of materials prior to release, newspaper usage, and increased print/media circulation in June. Six staff members remain on temporary lay-off.
- The public printer will be having a software upgrade to incorporate wireless printing. This will allow users to direct their printing from a mobile phone or home device to the Library printer.
- Five new safety glass doors have been installed downstairs, which have opened up the space and allowed patrons to view the rooms' activities.
- A subscription to a new language app, Mango, has been purchased by the library for roughly \$1500/year. Mango is being reviewed as a potential replacement for the current Rosetta Stone subscription, which is \$7000/year. The attributes of Mango were discussed, as well as the detractions of Rosetta Stone.

- The Friends of the Library presented a \$25,000 donation to the Library in June; this check presentation, which is usually done in March, had been postponed due to the pandemic. Next year's donation is expected to be leaner, again due to COVID-19.
- In Youth Services, the teen volunteer rules during the pandemic were reviewed. Only two volunteers per day are allowed with strict controls on age, hours, mask and glove usage, and other rules. Three volunteers have signed up thus far.
- The new Meeting Room Policy was presented for review. This is a totally new policy that has been vetted through the Village attorney and includes disclaimers. A handout will be given to groups renting the meeting room with pricing and rules for use and allows for groups to charge attendees if they so wish. Some groups that have reciprocal agreements with the Library, such as the Photography Club, will not be charged for room usage. The finalized copy will be presented at the August meeting, and will go into effect on October 1<sup>st</sup>, 2020.
- In the current circulation statistics, the electronic circulation has nearly doubled for all categories, in all likelihood due to pandemic quarantining.

**V. OLD BUSINESS**

Due to Covid-19, (re)appointments to Boards continue to be delayed.  
There was no other old business to report.

**VI. NEW BUSINESS**

There was none.

**VII. QUESTIONS AND ANSWERS**

There was discussion regarding virtual book discussions, which will begin testing in three weeks for an expected September/October rollout. Also being considered are a virtual craft program, and story time via Facebook Live.

**VIII. ADJOURNMENT**

A motion to adjourn the meeting was made by Carolyn Kost and seconded by Phyllis Wissner. The meeting was adjourned at 7:29 PM.

The next meeting will be held on **Tuesday, August 25, 2020 at 7:00 pm** via Zoom.

Respectfully submitted by Christine DeGuzzi on August 11, 2020.

MINUTES OF THE INFRASTRUCTURE SURTAX OVERSIGHT COMMITTEE

AUGUST 13, 2020

PRESENT (via Zoom):

Karen Marcus, Chair  
Patty Sullivan, Vice Chair  
Cathy Graham, Secretary  
Mary Phillips, Committee Member  
Chuck Huff, Special Projects Director  
Steven J. Hallock, Director of Public Works

CALL TO ORDER:

Karen Marcus called the meeting to order at 6:02 p.m.

ROLL CALL:

All committee members were present with the exception of Beverly Robinson.

ELECTION OF OFFICERS:

Patty Sullivan made a motion to keep the current officers in place. Cathy Graham seconded the motion. All voted and approved the re-election of the current officers as follows:

Karen Marcus, Chair  
Patty Sullivan, Vice Chair  
Cathy Graham, Secretary

APPROVAL OF MINUTES:

A motion to approve the Minutes of the last meeting held on January 14, 2020 was made by Cathy Graham and seconded by Patty Sullivan.

DISCUSSION TOPICS:

Steve Hallock presented the FY 2021 Capital Outlay Proposal. The Committee reviewed the report and a discussion followed. The west alleyway pavement rehabilitation project was discussed at length. Steve Hallock provided details and answered the committee member's questions.

ACTION TOPICS:

After discussion by the Committee, Mary Phillips made a motion to allocate the rollover funds of the 2020 budget to the asphalt resurfacing- streets project. The motion was seconded by Patty Sullivan. All voted and approved.

RECOMMENDATIONS TO VILLAGE COUNCIL:

The Infrastructure Surtax Oversight Committee hereby recommends to the Village Council that the rollover funds for the year 2020 be allocated to the asphalt resurfacing- streets project.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:14 p.m.

Minutes submitted by Cathy Graham, Secretary  
August 16, 2020

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

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TO: Honorable Mayor and Council  
FROM: Andrew D. Lukasik, Village Manager  
DATE: August 27, 2020  
SUBJECT: **RESOLUTION – Gold Star Family Memorial Bridge Designation**

---

During the 2020 Legislative Session, the Florida Legislature enacted Senate Bill 78 designating Bridge Number 930361 on S.R. A1A/Jack Nicklaus Drive in Palm Beach County as “Gold Star Family Memorial Bridge, dedicated to Army Captain Joseph M. Berkson.”

Captain Berkson was deployed to Vietnam in 1971, and his military decorations include the Silver Star Medal, the Bronze Star Medal, the Purple Heart and the Combat Infantry Badge, among many others.

Captain Berkson was killed in 1972 when his helicopter was shot down and his daughter, Lauren Berkson, through various community organizations and activities, made it her mission to educate our community about Gold Star Families whose loved ones made the ultimate sacrifice defending the United States while serving the armed forces.

Ms. Berkson is currently working toward placing Gold Star Family Memorial Markers in fifteen locations throughout Palm Beach County and drives over Bridge Number 930361 multiple times a day.

Section 334.071(3), Florida Statutes, provides that the erection of markers to designate a transportation facility for honorary or memorial purposes is contingent on the appropriate city or county commission passing a resolution in support of the particular honorary designation. The attached Resolution expresses support for the honorary designation for Gold Star Families and the dedication to Captain Berkson.

The attached Resolution has been prepared by the Village Attorney.

There is no fiscal impact.

**Recommendation:**

**Village Staff recommends Village Council adoption of the attached Resolution approving the honorary designation of Bridge Number 930361 on S.R. A1A/Jack Nicklaus Drive in Palm Beach County as “Gold Star Family Memorial Bridge, dedicated to Army Captain Joseph M. Berkson” pursuant to Section 334.071(3), Florida Statutes, and directing that a certified copy be provided to the Florida Department of Transportation.**

## **RESOLUTION 2020\_\_\_\_\_**

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, APPROVING THE HONORARY DESIGNATION OF BRIDGE NUMBER 930361 ON S.R. A1A/JACK NICKLAUS DRIVE AS “GOLD STAR FAMILY MEMORIAL BRIDGE, DEDICATED TO ARMY CAPTAIN JOSEPH M. BERKSON;” AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, during the 2020 Legislative Session, the Florida Legislature enacted Senate Bill 78 designating Bridge Number 930361 on S.R. A1A/Jack Nicklaus Drive in Palm Beach County as “Gold Star Family Memorial Bridge, dedicated to Army Captain Joseph M. Berkson;” and

WHEREAS, Captain Berkson was deployed to Vietnam in 1971, and his military decorations include the Silver Star Medal, the Bronze Star Medal, the Purple Heart and the Combat Infantry Badge, among many others; and

WHEREAS, Captain Berkson was killed in 1972 when his helicopter was shot down and his daughter, Lauren Berkson, through various community organizations and activities, made it her mission to educate our community about Gold Star Families whose loved ones made the ultimate sacrifice defending the United States while serving the armed forces; and

WHEREAS, Ms. Berkson is currently working toward placing Gold Star Family Memorial Markers in fifteen locations throughout Palm Beach County and drives over the Bridge Number 930361 multiple times a day; and

WHEREAS, Section 334.071(3), Florida Statutes, provides that the erection of markers to designate a transportation facility for honorary or memorial purposes is contingent on the appropriate city or county commission passing a resolution in support of the particular honorary designation; and

WHEREAS, the Village Council wishes to express its support of the erection of a marker designating Bridge Number 930361 on S.R. A1A/Jack Nicklaus Drive in Palm Beach County as “Gold Star Family Memorial Bridge, dedicated to Army Captain Joseph M. Berkson.”

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 honorary designation of Bridge Number 930361 on S.R. A1A/Jack Nicklaus Drive in Palm Beach County as “Gold Star Family Memorial Bridge, dedicated to Army Captain Joseph M. Berkson” pursuant to Section 334.071(3), Florida Statutes and directs that a certified copy of this Resolution be forwarded to the Florida Department of Transportation.

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

PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2020.

(Village Seal)

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
VILLAGE CLERK

**VILLAGE OF NORTH PALM BEACH**  
**Village Manager's Office**

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TO: Honorable Mayor and Council

FROM: Andrew D. Lukasik, Village Manager

DATE: August 27, 2020

SUBJECT: **RESOLUTION:** Approval of a First Amendment to the Interlocal Agreement with the Treasure Coast Regional Planning Council for Phase II of the US1 Corridor Study in the amount of \$53,860.

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Village Staff is requesting Village Council's approval of a First Amendment to an Interlocal Agreement with the Treasure Coast Regional Planning Council ("TCRPC") for Phase II of the US1 Corridor Study in the amount of \$53,860. Approval of the Agreement will authorize Village and TCRPC staff to move forward with the data gathering, analysis, and public outreach necessary to make a recommendation to the Village Council and complete an application to FDOT to repurpose the US1 Corridor in North Palm Beach from a six lane section to a four lane section with protected bicycle and pedestrian facilities, street trees and other pedestrian amenities. A portion of the cost will be shared with the Palm Beach County Transportation Planning Agency ("TPA").

**Background:**

The 2016 Village of North Palm Beach Citizens' Master Plan Report, the result of a community charette process, created a long-term vision for the Village. One of the strategies identified within the Master Plan was the reduction of travel lanes in the US1 Corridor from six to four.

The concept of repurposing portions of the US1 Corridor by reducing vehicular travel lanes was echoed in the TPA's US1 Multimodal Corridor Study (2018). The TPA study area stretched from Boca Raton to Jupiter and sought to develop a comprehensive plan to improve bicycle and pedestrian facilities and public transit. The study recommended the resurfacing of US1 with lane repurposing from six lanes to four, with the addition of separated bicycle and pedestrian facilities, street trees and other pedestrian amenities.

The North Palm Beach section of the corridor is identified as a "Tier One" priority within the TPA plan. Because of this, TPA funding will be available in a future year to assist in funding multimodal improvements on the corridor, including, but not limited to, the potential roadway configuration, enhanced lighting and landscaping and other design elements.

With the findings in these two planning documents in mind, \$50,000 was included in the FY 2019 budget to gather existing traffic data, complete an analysis of transportation needs, conduct public engagement sessions in which possible lane reduction strategies would be shared and recommend strategies for Council consideration.

In December, 2018, the Village Council approved an Interlocal Agreement with TCRPC to complete a study of the US1 Corridor in the amount of \$61,500. The TPA committed to providing 50% (\$30,750) of the funding required. The Village's share of the study was within the established budget of \$50,000.

Key activities associated with the study included:

- Collecting and updating traffic counts and projecting future traffic in order to understand traffic conditions during the peak season today and in the future.
- Public workshop to obtain input on “no build” and strategies to modify the corridor based upon traffic data.
- A presentation to the Village Council that will include results of the study and public engagement processes and recommended strategies based upon traffic data and public input.
- Project Report that will summarize the study and recommended strategies based upon Village Council input.

### **Phase I Status:**

Most of this scope of work has been completed. Village and TCRPC staff will conduct public outreach through the use of two “Open Houses” – September 9 and October 26 – to be held at the North Palm Beach Country Club. Following the two Open Houses, the Planning Commission will be asked to make a recommendation and Village Council will be asked to approve the submittal of an application to FDOT for a lane repurposing project on US1.

A report on the traffic study analysis has been completed and is attached along with a presentation that was given by Fabricio Ponce, a traffic engineer with VHB who completed the analysis. In his initial analysis, Mr. Ponce found that traffic between Northlake Boulevard and the Parker Bridge will be 18 seconds slower in 2040 with a four (as opposed to six) lane configuration on US1.

Since that initial analysis and with feedback from an ad hoc committee (US1 Steering Committee) and the Village Council, VHB evaluated a more limited lane repurposing strategy whereby lanes would be reduced from six to four between Anchorage Drive North and Anchorage Drive South (leaving six lane configurations between Parker Bridge and Anchorage Drive North as well as between Anchorage Drive South and Northlake Boulevard). The travel time on this nearly one mile segment slowed 13 seconds when reduced to four lanes from six in 2040.

### **Phase II of the US1 Corridor Study:**

Staff recommends continuing to work directly with the Treasure Coast Regional Planning Council as authorized by the “Florida Interlocal Cooperation Act of 1969” (FS 163.01) to conduct Phase II of the US1 Corridor Study.

Phase I will be completed concurrently with Phase II. Phase I will be the completion of the report and Phase II provides for additional analysis that is required to apply to FDOT for a lane repurposing project as well as additional information and renderings to illustrate lane repurposing impacts on the corridor. Specifically, tasks in Phase II will include:

- Parker Bridge traffic, crash data and queuing analysis;
- Synchro (software that illustrates traffic flow and delays) and signal timing simulation;
- Corridor diagrams including renderings showing possible development schemes resulting from the proposed revision to the land development regulations;
- Cost estimates; and
- FDOT meetings and application development.

This scope of work will include conducting additional analysis required by FDOT (this additional data collection and analysis is now required by FDOT since the Village and the TCRPC entered into the initial agreement) as well as illustrations and graphics to assist with an understanding of lane repurposing impacts. Should the Village Council decide not to submit an application to the FDOT for a lane repurposing project, the cost of Phase II will be reduced by \$21,200.

TASK DESCRIPTION	Project Mgr		Exec Dir		Urban Design Dir		Designer		PL Arch	VHB	Captec	Sub-Total per Task
	HRS	\$172	HRS	\$178	HRS	\$150	HRS	\$93	HRS			
<b>TASK 1 TRAFFIC STUDY, FDOT PHASE 2</b>												
1.1 Bridge Counts, Additional Analysis per FDOT review of concept	2	\$344									\$6,020	\$6,364
1.2 Syncro Models & Traffic Analysis Simulation	4	\$688									\$7,610	\$8,298
1.3 Conceptual Diagram of Corridor	4	\$688			8	\$1,200	30	\$2,790				\$4,678
1.4 Corridor Renderings and Cross Sections (two locations)	6	\$1,032			6	\$900	40	\$3,720	2000			\$5,652
1.4 Cost Estimates	2	\$344	1	\$178							\$13,300	\$13,822
1.5 FDOT Lane Elimination Application and FDOT Coordination Meetings	16	\$2,752	2	\$356							\$2,540	\$5,648
<b>SUBTOTAL PER TASK</b>	<b>34</b>	<b>\$ 5,848</b>	<b>3</b>	<b>\$ 534</b>	<b>14</b>	<b>\$ 2,100</b>	<b>70</b>	<b>\$ 6,510</b>	<b>\$ 2,000</b>	<b>\$ 16,170</b>	<b>\$ 13,300</b>	<b>\$44,462</b>
<b>TASK 3 AGENCY &amp; PUBLIC OUTREACH</b>												
3.1 Village Open House (anticipated 4th Qtr 2020)	8	\$1,376	4	\$712	4	\$600					\$2,665	\$5,353
3.2 Village Council Presentations (Transmittal of Application, Resolution for Action)	8	\$1,376									\$2,665	\$4,041
<b>SUBTOTAL PER TASK</b>	<b>16</b>	<b>\$ 2,752</b>	<b>4</b>	<b>\$ 712</b>	<b>4</b>	<b>\$ 600</b>					<b>\$ 5,330</b>	<b>\$9,394</b>
NOTE: TPA Task Order 1 (\$27,070) funded the lane elimination preliminary work and has been completed, leaving \$22,930 available to match Village funds for Phase 2.												
						\$ 27,070						<b>TOTAL</b> \$53,856
												<b>ANTICIPATED TPA PARTICIPATION</b> -\$22,930
												<b>NET COST TO VILLAGE</b> \$30,926

In the upcoming FY2021 budget, the Village has \$25,000 allocated for Phase II. Funding is also available from the Village Manager's operating budget to fund the additional \$5,926 for the Village's share. The TPA has \$22,930 allocated towards this project as well. Consequently, there will be adequate funding for Phase II of the Study.

It is anticipated that the Village Council will be able to provide policy direction regarding the configuration of US1 by December 2020 in order to integrate investments into the TPA Long-Range Plan and budget process. It is important to note that, should the Village Council determine that US1 lane configurations should be adjusted, FDOT approval will be required prior to the implementation of any changes.

**Account Information:**

Fund	Department	Division	Account Number	Account Description	Amount
General Fund	Community Development	Community Planning	A5206-33190	Professional Services	\$53,860

**Recommendation:** Village Staff recommends Village Council consideration and adoption of the attached Resolution approving a First Amendment to the Interlocal Agreement with the Treasure Coast Regional Planning Council for Phase II of the US1 Corridor Study in the amount of \$53,860, with funds expended from Account No. A5206-33190 (Community Development – Professional Services), and authorizing the Mayor and Village Clerk to execute the First Amendment in accordance with Village policies and procedures.

## RESOLUTION 2020-\_\_\_\_\_

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, APPROVING A FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT WITH THE TREASURE COAST REGIONAL PLANNING COUNCIL FOR PLANNING ACTIVITIES RELATING TO THE U.S. HIGHWAY ONE CORRIDOR AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE SAME; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, through the adoption of Resolution No. 2018-108 on December 13, 2018, the Village Council approved an Interlocal Agreement with the Treasure Coast Regional Planning Council (“TCRPC”) for planning and public outreach services necessary to make a recommendation to the Village Council regarding the U.S. Highway One corridor and the proposal to reduce the corridor from a six-lane section to a four-lane section with protected pedestrian and bicycle facilities, street trees and other pedestrian amenities; and

WHEREAS, Village Staff is recommending the execution of a First Amendment to the Interlocal Agreement for Phase II of the study for additional data analysis required by the Florida Department of Transportation; the preparation of graphics to assist with an understanding of land repurposing impacts; and the preparation of project cost estimates; and

WHEREAS, the Village Council determines that the execution of a First Amendment to the Interlocal Agreement with TCRPC is in the interests of the public health, safety and welfare.

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 and are incorporated herein.

Section 2. The Village Council hereby approves a First Amendment to the Interlocal Agreement with the Treasure Coast Regional Planning Council for the US1 Corridor Update, a copy of which is attached hereto and incorporated herein, and authorizes the Mayor and Village Clerk to execute the First Amendment on behalf of the Village. The total amount of compensation paid to TCRPC shall not exceed \$53,860.00, with funds expended from Account No. A5206-33910 (Community Development – Professional Services).

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

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

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

(Village Seal)

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
VILLAGE CLERK

**FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE  
VILLAGE OF NORTH PALM BEACH AND THE TREASURE COAST  
REGIONAL PLANNING COUNCIL DATED DECEMBER 31, 2018**

This First Amendment to the Interlocal Agreement dated December 31, 2018 (“Agreement” hereafter) is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between the **Village of North Palm Beach**, hereinafter referred to as the “North Palm Beach” and the **Treasure Coast Regional Planning Council**, hereinafter referred to as “Council”, each constituting a public agency as defined in Part I of Chapter 163, Florida Statutes.

**RECITALS**

WHEREAS, North Palm Beach and Council entered into an Interlocal Agreement, dated December 31, 2018, to provide services for the US1 Corridor Update; and

WHEREAS, the parties wish to amend the Agreement to allow Council to increase the scope of work, add the associated fee, and adjust the project timeframe, as described below; and

WHEREAS, in accord with Section 16, the Agreement can be modified as requested by either party through a written amendment executed by both parties.

NOW THEREFORE, in consideration of the mutual promises set forth herein, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Recitals. The parties agree that the recitals set forth above are true and correct and are fully incorporated herein by reference.

2. Amendment. The parties hereby agree to amend the existing Agreement including Attachments “A”, “B”, and “C” to expand the scope of work and add the associated fees as shown in Attachment “A1”. In addition, the parties agree to amend the anticipated schedule as shown in Attachment “B1” to extend project completion from June 2019 to **June 2021** due to additional time being required to complete the expanded scope of work and to amend the existing Agreement to enumerate the items to be provided by North Palm Beach as shown in Attachment “C1”.

3. Entire Agreement. North Palm Beach and Council agree that this Amendment and the Agreement set forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in the Agreement including this Amendment may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto.

4. Legal Effect. This Amendment shall not become binding and effective until approved by North Palm Beach and the Council and the Effective Date is the date this Amendment is last executed as indicated above.

5. Counterparts. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and will become effective and binding upon the parties as of the effective date at such time as all the signatories hereto have signed a counterpart of this Amendment.

6. Existing Provisions. Except for the provisions of the Agreement specifically modified by this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, North Palm Beach and the Council have caused this First Amendment to be executed the day and year shown above.

**VILLAGE OF NORTH PALM BEACH**

By: \_\_\_\_\_  
Susan Bickel  
Mayor

ATTEST

By: \_\_\_\_\_  
Jessica Green  
Village Clerk

APPROVED AS TO FORM

By: \_\_\_\_\_  
Leonard G. Rubin  
Leonard G. Rubin, P.A.  
Village Attorney

**TREASURE COAST REGIONAL PLANNING COUNCIL**

By: \_\_\_\_\_  
Thomas J. Lanahan  
Executive Director

ATTEST

By: \_\_\_\_\_  
Phyllis Castro  
Accounting Manager

## ATTACHMENT A1

# NORTH PALM BEACH - US1 CORRIDOR UPDATE, PHASE 2 VILLAGE OF NORTH PALM BEACH, FLORIDA SCOPE OF SERVICES

AUGUST 21, 2020

### PROJECT DESCRIPTION

The Village of North Palm Beach (Village) and the Treasure Coast Regional Planning Council (Council) seek to continue to evaluate US1 in the Village, consider various roadway design alternatives, and provide assistance for a potential lane repurposing application with the Florida Department of Transportation (FDOT) to support enhanced multi-modal transportation, improved quality of life, and safer access along the US1 Corridor through the Village of North Palm Beach. Coordination meetings for the Phase 1 work with the TPA, FDOT, and Village stakeholder committee, staff, and council have identified additional work required for analysis, public input, and completion of a potential lane repurposing application.

The project area for the work is focused on, but not limited to, the US1 Corridor through the Village's limits. Additional areas may be included if it is determined additional analyses would benefit the US1 Corridor master planning efforts.

The key elements of the project shall include:

- Additional traffic data collection, analysis, and simulations;
- Evaluation of design alternatives, including cost estimates;
- Public meetings with the Village stakeholder committee and public agencies;
- Public presentations to the Village Council regarding the project; and
- Completion of a lane repurposing application to FDOT.

The Palm Beach Transportation Planning Agency (TPA) is anticipated to be a funding partner in this effort. The portion of work to be provided by Council through TPA funding will be further addressed in a separate agreement between the TPA and Council.

### SCOPE OF SERVICES

#### **Task 1: Traffic Analysis and Lane Repurposing Application**

To help inform Village discussions regarding the design of US1 and as identified by FDOT, Council will provide additional traffic data, traffic simulations, corridor renderings and cross-sections, cost estimates, and all materials necessary for a potential lane repurposing application.

## Traffic Data and Simulations

To supplement the previously submitted Traffic Analysis Technical Memorandum, Council will develop near- and long-term traffic forecasts, a peak-hour queue analysis for Parker Bridge openings, and crash analysis utilizing the Highway Safety Manual and Federal Highway Administration standards. In addition, a traffic analysis simulation will be created, including videos to illustrate the traffic operation of the six-lane and potential four-lane configurations for the corridor.

## Conceptual Diagrams and Renderings

Based on public input and coordination with the Village, TPA, and FDOT, Council will develop a conceptual diagram for the corridor that details a four-lane reconfiguration with a multi-use path and other features as identified. Considering the potential implementation of the Village's updated land development regulations, a pair of photo-realistic digital simulations and corridor cross-section renderings will be developed that represent the six-lane and potential four lane reconfigurations of the corridor.

## Lane Repurposing Application and Cost Estimates

Based on public input and coordination with the Village, TPA, and FDOT, Council will develop a lane repurposing application, appropriate for submittal to FDOT by the Village Council, for the construction of a four-lane design for the corridor. In addition, a preliminary engineering cost estimate will be developed that includes mobilization, design, engineering, and construction costs as well as an anticipated assignment of costs to FDOT, Palm Beach TPA, and the Village. Council will facilitate up to three (3) coordination meetings with FDOT and Palm Beach TPA to inform the costs, anticipated assignment, and integration into the Palm Beach TPA Long-Range Transportation Plan as appropriate.

## Deliverables

Specific deliverables will include:

1. Updated Traffic Analysis Technical Memorandum, including updated traffic forecasts, Parker Bridge queue analysis, and crash analysis
2. Traffic Analysis Simulations, including videos of various alternatives
3. Corridor Conceptual Diagram, Renderings, and Cross-Sections
4. Lane Repurposing Application with Cost Estimate
5. Meeting Agendas and Meeting Notes for up to three (3) Coordination Meetings.

## **Task 2: Public Outreach**

### Village Open House

Council will participate in a Village Open House to receive public input and provide an overview of various design alternatives for the corridor. Council will provide a narrated power point

presentation that includes the corridor analysis, diagrams, renderings, and illustrations described in Task One.

### Village Council Presentations

Council staff, along with the traffic engineering subconsultant, will participate in up to two (2) Village Council meetings to help inform Village Council consideration of the roadway configuration and potential lane repurposing. In addition, Council staff will participate in up to two (2) additional Village Council meetings as requested to provide additional information on the various corridor design alternatives.

### Deliverables

Specific deliverables will include:

1. Participation in Village Open House, including power point presentation
2. Project Memorandum, including
  - a. Open House Documentation
  - b. Summary of Public Input
3. Participation in Village Council meetings

### **I. Project Deliverables**

TCRPC shall provide the Village with the following deliverables as final work products:

1. Updated Traffic Analysis Technical Memorandum, including updated traffic forecasts, Parker Bridge queue analysis, and crash analysis
2. Traffic Analysis Simulations, including videos of various alternatives
3. Corridor Conceptual Diagram, Renderings, and Cross-Sections
4. Completed Lane Repurposing Application with Cost Estimate
5. Meeting Agendas and Meeting Notes for up to three (3) Coordination Meetings
6. Participation in Village Open House, including power point presentation
7. Project Memorandum, including
  - a. Open House Documentation
  - b. Summary of Public Input
8. Council staff participation in up to two (2) Village Council meetings with traffic engineering sub-consultant and Council staff participation in up to two (2) additional Village Council meetings.

## II. Fees and Reimbursable Expenses

1. **Fees:** The total fee for the North Palm Beach US1 Corridor Update, Phase 2 as described in the scope above, shall be **\$53,860**. Funding for this effort will come from the Village of North Palm Beach with potential assistance from the Palm Beach TPA. The total fee includes travel, out of pocket expenses (printing and reproduction costs), mail, couriers, and other costs related to the professional services to be provided, including all sub-consultant costs. In the event that funding is secured from the TPA to the Council, the amounts due from North Palm Beach will be adjusted accordingly.
2. **Payment Schedule:** The fee payments to the Council shall be according to the following schedule:
  - **20% (\$10,772)** of the professional fees due upon execution of this agreement.
  - **70% (\$37,702)** of the professional fees due upon completion of Task 1 (Traffic Analysis and Lane Repurposing Application)
  - **10% (\$5,386)** of the professional fees due upon completion of Task 2 (Public Outreach).

## III. Anticipated Timeline

TCRPC anticipates project kickoff in September 2020 and completion of all tasks by June 2021.

An anticipated project schedule, contingent upon execution of the amended Interlocal Agreement in August 2020, is included in Attachment B. Additional items to be provided by the Village are included as Attachment C.



## ATTACHMENT C1

### NORTH PALM BEACH - US1 CORRIDOR UPDATE, PHASE 2 VILLAGE TO PROVIDE

#### BASE INFORMATION:

- GIS data sets or AutoCAD file and hard copy to scale showing public rights-of-way, easements, building footprints, edge of pavement of existing streets, lot lines (property lines), street names, etc. of study area.
- Aerial and corridor photographs (TIF or JPEG format) to scale of study area in digital and hard copy formats. *NOTE: The scale will be determined based on the scope of work and size and location of the study area.*
- Base information regarding engineering, drainage, and/or regulatory constraints of the study area (if any).
- Zoning and Future Land Use Information (GIS data set, hard copy). Existing codes, regulating plans or other adopted zoning requirements. Traffic counts for all main roads (if available).
- Other master plans and all information of relevance to the study area.

#### GENERAL:

- **Open House Venue.** The Village shall provide an appropriate location for the open house event.
- **Food for Public Attending the Open House.** The Village shall provide light refreshments for the public attending the open house.
- **Advertising Costs.** Council will assist in the creation of flyers, development of press releases, and other forms of advertising. Mailing and postage are the Village's responsibility.

## RESOLUTION 2018-108

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT WITH THE TREASURE COAST REGIONAL PLANNING COUNCIL FOR PLANNING ACTIVITIES RELATING TO THE U.S. HIGHWAY ONE CORRIDOR AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Village Staff is in need to planning services to gather and analyze data and perform public outreach necessary to make a recommendation to the Village Council regarding the U.S. Highway One corridor and the proposal to reduce the corridor from a six-lane section to a four-lane section with protected pedestrian and bicycle facilities, street trees and other pedestrian amenities; and

WHEREAS, the Treasure Coast Regional Planning Council (“TCRPC”) was created by interlocal agreement among Indian River, St. Lucie, Martin and Palm Beach Counties for the purpose of providing planning and technical assistance related to growth management for governments within its jurisdiction; and

WHEREAS, Part I of Chapter 163, Florida Statutes, permits public agencies to enter into interlocal agreements for the performance of public functions, and interlocal agreement are exempt from purchasing policy restrictions; and

WHEREAS, Village Staff recommended executing an Interlocal Agreement with TCRPC to perform the desired services, and the Village Council determines that the execution of an Interlocal Agreement with TCRPC is in the interests of the public health, safety and welfare.

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

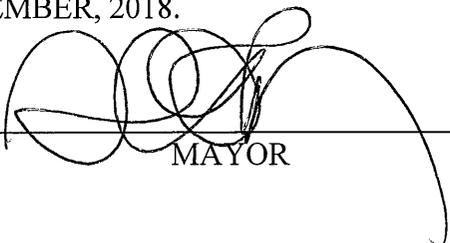
Section 1. The foregoing recitals are ratified and are incorporated herein.

Section 2. The Village Council hereby approves the Interlocal Agreement for the U.S. Highway One Corridor Update with the Treasure Coast Regional Planning Council, a copy of which is attached hereto and incorporated herein, and authorizes the Mayor and Village Clerk to execute the Interlocal Agreement on behalf of the Village. The total amount of compensation paid to TCRPC shall not exceed \$61,500 with funds expended from Account No. A5206-33190 (Community Planning – Professional Services).

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

PASSED AND ADOPTED THIS 13<sup>TH</sup> DAY OF DECEMBER, 2018.

(Village Seal)

  
MAYOR

ATTEST:

  
VILLAGE CLERK

**INTERLOCAL AGREEMENT  
BETWEEN THE VILLAGE OF NORTH PALM BEACH  
AND THE TREASURE COAST REGIONAL PLANNING COUNCIL  
FOR THE US1 CORRIDOR UPDATE**

This Interlocal Agreement (herein referred to as “Agreement”) is entered in this 31<sup>st</sup> day of December 2018 by and between the Village of North Palm Beach (herein referred to as “North Palm Beach”) and the Treasure Coast Regional Planning Council (herein referred to as “Council”), each constituting a public agency as defined in Part I of Chapter 163, Florida Statutes; collectively referred to herein as the “Parties”.

**WITNESSETH:**

**WHEREAS**, Section 163.01, Florida Statutes, known as the “Florida Interlocal Cooperation Act of 1969,” authorizes local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities and public agencies on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

**WHEREAS**, Part I of Chapter 163, Florida Statutes, permits public agencies as defined therein to enter into interlocal agreements with each other to exercise jointly any power, privilege, or authority which such agencies share in common and which each might exercise separately; and

**WHEREAS**, the Council is permitted to provide services to North Palm Beach as it is established by the state of Florida and considered a public agency in accordance with state law; and

**WHEREAS**, North Palm Beach and the Council desire to enter into this Agreement to facilitate planning activities for the US1 Corridor.

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

**SECTION 1. PURPOSE**

- A. The purpose of this Agreement is to memorialize the terms under which the Council will assist North Palm Beach with US1 Corridor Update activities as described herein.
- B. North Palm Beach and the Council agree to act in a spirit of mutual cooperation and good faith in the implementation of the Agreement and its purpose.

**SECTION 2. EFFECTIVE DATE**

This Agreement shall become effective upon its approval by the Village Council of North Palm Beach and the Council, the due execution thereof by the proper officer of the Council and North Palm Beach, and the filing of a certified copy hereof with the Clerk of the Circuit Court of Palm Beach County, Florida.

**SECTION 3. SCOPE OF SERVICES**

- A. The Council shall fully perform the work, which has been requested by North Palm Beach and which is specified in the Scope of Work contained in Attachment A of this Agreement, in accordance with general industry standards and best practices.
- B. As detailed in Attachment C, North Palm Beach shall:
  - 1. Provide all available files, data, maps, and information upon request of the Council.
  - 2. Provide all necessary public notice as required by Florida Statutes.
  - 3. Provide venues for all public workshops and meetings.
  - 4. Process all requests for reimbursement in a timely manner.
- C. Both North Palm Beach and the Council agree to be governed by applicable State and Federal laws, rules, and regulations in the performance of their respective obligations under this Agreement.

**SECTION 4. FUNDING/CONSIDERATION**

- A. This is a fixed fee Agreement based on the scope of work as identified in Attachment A. As consideration for performance of work rendered under this Agreement, North Palm

Beach agrees to pay the Council a fixed fee not to exceed the fee schedule and allowances provided for in Attachment A, including travel, attendance at all required public meetings and workshops, out-of-pocket expenses (printing and reproduction costs), film processing, mail, couriers, and other costs related to the services provided. The amount to be paid by North Palm Beach may be reduced by funding provided by other agencies; however, no such reduction is assured.

- B. The satisfactory completion of deliverables by the Council, in accordance with general industry standards and best practices, shall be considered the Council's request for payment according to the schedule contained in Attachment A.

**SECTION 5. RECORD KEEPING**

- A. All records submitted by the Council shall be kept for three years after the termination of this Agreement and shall be sufficient and complete to verify compliance with the requirements of this Agreement.
- B. The Council shall allow access to its records during normal business hours and upon reasonable advance requests of North Palm Beach, its employees and agents.

**SECTION 6. INDEMNIFICATION**

The Parties to this Agreement shall, to the extent permitted by law, save, defend, reimburse, indemnify, and hold harmless each other, and each other's respective officers, employees, servants or agents from its own negligence or willful misconduct and from any and all claims, demands, damages, liabilities, causes of actions, legal or administrative proceeds, judgments, interest, attorney's fees, costs and expenses arising in any manner directly or indirectly in connection with or incidental to the performance of this Agreement. Nothing in this provision shall be construed as consent by the Parties to be sued, nor as a waiver of sovereign immunity beyond the limits provided for in Section 768.28, Florida Statutes, including limits on attorney's fees.

**SECTION 7. TERM; TERMINATION**

This Agreement shall commence on the Effective Date and shall remain in full force and effect until all deliverables are complete as identified in the Scope of Work and schedule contained in Attachment A, and accepted by North Palm Beach, unless terminated earlier. This Agreement may be terminated for convenience by either party by providing 30 days

written notice as required by Section 8, to the other party. North Palm Beach shall be obligated to pay the Council for only its work completed up to the date of termination pursuant to this paragraph.

**SECTION 8. NOTICE AND CONTACT**

All notices required by this Agreement shall be in writing, delivered either by hand, overnight express mail, or by first class, certified mail, return receipt requested, to the representatives identified below at the address set forth below:

**For North Palm Beach:**

Andy Lukasik, Village Manager  
Village of North Palm Beach  
501 US Highway 1  
North Palm Beach, FL 33408

**For the Council:**

Thomas J. Lanahan, Executive Director  
Treasure Coast Regional Planning Council  
421 SW Camden Avenue  
Stuart, FL 34994

**SECTION 9. REMEDIES**

No remedy herein conferred upon the Parties is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

**SECTION 10. CHOICE OF LAW; VENUE**

This Agreement shall be governed by the laws of the State of Florida. Venue for any action arising to enforce the terms of this Agreement shall be in Palm Beach County, Florida.

**SECTION 11. ATTORNEY'S FEES**

Any costs or expense (including reasonable attorney's fees) associated with the enforcement of the terms and conditions of this Agreement shall be borne by the respective Parties, however, this clause pertains only to the Parties to this Agreement.

**SECTION 12. DELEGATION OF DUTY**

Nothing contained herein shall deem to authorize the delegation of the constitutional or statutory duties of the officers of North Palm Beach or the Council.

**SECTION 13. EQUAL OPPORTUNITY PROVISION**

North Palm Beach and the Council agree that no person shall, on the grounds of race, color, creed, religion, sex, national origin, political affiliation, age, marital status, family status, pregnancy, sexual orientation, or gender identity be excluded from the benefit of, or be subject to, an form of discrimination under any activity carried out by the performance of the Agreement.

**SECTION 14. FILING**

This Agreement and any subsequent amendments thereto shall be filed with the Clerk of the Circuit Court of Palm Beach County pursuant to Section 163.01(11), Florida Statutes.

**SECTION 15. SEVERABILITY**

Should any provision of this Agreement be declared invalid or unenforceable by a court of competent jurisdiction, the same shall be deemed stricken here from and all other terms and conditions of this Agreement shall continue in full force and effect as if such invalid provision had never been made a part of the Agreement.

**SECTION 16. ENTIRETY OF AGREEMENT**

This Agreement represents the entire understanding between the Parties. Modifications of this Agreement may be requested by North Palm Beach or the Council. Changes, which are mutually agreed upon, shall be valid only when reduced to writing, duly signed by North Palm Beach and the Council and attached to the original Agreement.

**SECTION 17. PUBLIC RECORDS**

IF THE COUNCIL HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE COUNCIL'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (561) 841-3355; NPBCLERK@VILLAGE-NPB.ORG; OR 501 U.S. HIGHWAY ONE, NORTH PALM BEACH, FL 33408.

In performing services pursuant to this Agreement, the Council shall comply with all relevant provisions of Chapter 119, Florida Statutes. As required by Section 119.0701, Florida Statutes, the Council shall:

- A. Keep and maintain public records required by North Palm Beach to perform this service.
- B. Upon request from North Palm Beach's custodian of public records, provide North Palm Beach 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.
- 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 Agreement term and following completion of the Agreement if the Council does not transfer the records to North Palm Beach.
- D. Upon completion of the Agreement, transfer, at no cost, to North Palm Beach all public records in possession of the Council or keep and maintain public records required by North Palm Beach to perform the services. If the Council transfers all public records to North Palm Beach upon completion of the Agreement, the Council shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Council keeps and maintains public records upon completion of the Agreement, the Council shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to North Palm Beach, upon request from North Palm Beach's custodian of public records, in a format that is compatible with the information technology systems of North Palm Beach.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date set forth above.

**Village of North Palm Beach**

**ATTEST:**

By: Melissa Teal  
Melissa Teal  
Village Clerk

By: David Norris  
David Norris  
Mayor of North Palm Beach

**Approved as to form:**

By: Leonard G. Rubin  
Leonard G. Rubin  
Leonard G. Rubin, P.A.  
Village Attorney

**Treasure Coast Regional Planning Council**

**ATTEST:**

By: Phyllis Castro  
Phyllis Castro  
Accounting Manager

By: Thomas J. Lanahan  
Thomas J. Lanahan  
Executive Director

**Approved as to form:**

By: Keith W. Davis  
Keith W. Davis  
General Counsel

## ATTACHMENT A

### NORTH PALM BEACH - US1 CORRIDOR UPDATE VILLAGE OF NORTH PALM BEACH, FLORIDA SCOPE OF SERVICES

*NOVEMBER 30, 2018*

#### PROJECT DESCRIPTION

The Village of North Palm Beach (Village) and the Treasure Coast Regional Planning Council (Council) seek to update the Village US1 traffic study and provide recommendations to support enhanced multi-modal transportation, improved quality of life, and safer access along the US1 Corridor through the Village of North Palm Beach.

The project area for the work is focused on, but not limited to, the US1 Corridor through the Village's limits. Additional areas may be included if it is determined additional analyses would benefit the US1 Corridor master planning efforts.

The key elements of the project shall include:

- Updated traffic counts and traffic study regarding the US1 Corridor;
- Public workshop to obtain public input;
- Public presentations to the Village Council regarding the project; and
- The creation of a Project Report, which considers updated traffic counts and traffic study, roadway configuration alternatives, public input, and recommendations, and which reflects the community's vision for the future of the corridor.

The Palm Beach Transportation Planning Agency (TPA) is anticipated to be a funding partner in this effort. Work to be provided by Council through TPA funding will be further addressed in a separate agreement between the TPA and Council.

The Palm Beach TPA recently completed the US1 Multimodal Corridor Study, which evaluates opportunities to improve multimodal transportation, safety, health factors, and access along US1 through Palm Beach County. The North Palm Beach subject section of US1 is identified as a "Tier One" priority within the TPA plan. Accordingly, TPA funding may be available in a future year to assist in funding multimodal improvements on the corridor, including but not limited to potential roadway reconfiguration, enhanced lighting and landscaping, and other design elements. Given the TPA budget schedule, it is anticipated the planning efforts within this Scope of Services would be designed to accompany a potential resolution by the Village Council to be considered by May 2019 in order to be integrated into the TPA Long-Range Plan and budget process.

## **SCOPE OF SERVICES**

### **Task 1: Project Kickoff Meetings**

#### **Project Meetings**

Council will facilitate all project coordination meetings needed for project development and as requested by the Village. The project kickoff meetings will ensure clarity and consistency among all team members of the project mission and goals. Council will also encourage other agency meetings including representatives from:

Village of North Palm Beach;  
Florida Department of Transportation (FDOT);  
Federal Highway Administration (FHWA);  
Palm Beach Transportation Planning Agency (TPA);  
Palm Beach County; and  
Other agencies and local governments as appropriate.

Two project kickoff meetings, one with the Village and TPA and a second with the Village, TPA, and other agency representatives, will be scheduled in the first month following execution of the interlocal agreement. Council will be responsible for kickoff meeting logistics, agendas, facilitation, and meeting notes. In addition, Council anticipates periodic project meetings to occur throughout the project's development and presentation to the Village Council.

#### **Deliverables**

Specific deliverables will include:

1. Updated Project Schedule
2. Project Kickoff Meeting Agendas, Sign-in Sheets, and Meeting Notes.

*Anticipated completion for Task 1 is January 2019.*

### **Task 2: Agency Coordination and Traffic Study Update**

#### **Initial Agency Coordination**

Council will facilitate coordination with all relevant agencies related to the project, including those identified for the project kickoff meetings in Task 1.

#### **Traffic Study Update**

To advance discussions of the potential roadway reconfiguration, Council will provide, through its subconsultants, updated traffic counts and an updated traffic study, utilizing the traffic study prepared for the subject corridor in April 2017. The traffic study will include intersection counts, updated traffic projections, and provide guidance as to the potential for roadway reconfiguration. Traffic study methodology and reviews will be coordinated with the TPA and FDOT.

### Base Documentation

Council will begin developing, with assistance from the Village, FDOT, TPA, Palm Beach County, and other agencies, necessary base documentation for the project to include: GIS databases, aerial photography, ownership maps, permits, utilities, and other data as appropriate.

### Field Work

Council will conduct field work and site visits to develop a photo database and review on-site conditions. During field visits, Council team members may schedule to meet with Village and other representatives to tour specific areas to gain a greater understanding of relevant issues.

### Deliverables

Specific deliverables will include:

1. Updated Project Schedule
2. Project Memorandum #1, including
  - a. Updated Traffic Counts
  - b. Updated Traffic Study

*Anticipated completion for the draft Traffic Study Update is January 2019, and anticipated completion for Task 2 is February 2019.*

### **Task 3: Stakeholder Outreach & Public Workshop**

#### Public Outreach Efforts

There will be coordinated public outreach efforts prior to the workshop to engender public interest and a sense of ownership in the process. The public outreach efforts will continue as needed throughout the development of project concepts.

#### Public Workshop

In order to address the unique characteristics in the Village of North Palm Beach, and to provide adequate public involvement and engagement, Council will conduct a facilitated public workshop. The workshop will be open to all who are interested, and attendance will not be restricted to one segment of the community or another. The workshop will include an opening presentation summarizing the due diligence findings, traffic data, opportunities and challenges, and measures to enable workshop participants to work with Council facilitators to generate ideas and record them for consideration as part of the project.

#### Deliverables

Specific deliverables will include:

1. Completion of Public Workshop
2. Project Memorandum #2, including
  - a. Workshop Documentation

b. Summary of Public Input

*Anticipated completion for Task 3 is March 2019.*

**Task 4: Presentation of Draft Recommendations**

Draft Recommendations

Council will consider traffic data, field assessments, and public and stakeholder input and develop a set of draft roadway configuration concepts for the US1 Corridor, including roadway dimensions, intersections, multi-modal accommodations (e.g., transit, bicycle, pedestrian), medians, lighting, landscaping, and other features as identified through the corridor analysis. Draft corridor recommendations will be provided to Village staff for review, and upon receipt of comments, final draft corridor recommendations will be presented to the public in a Village Council workshop arranged by the Village. It is understood the materials may be considered for endorsement by the Village Council by resolution.

Deliverables

Specific deliverables will include:

1. Draft Project Report with Recommendations & Resolution
2. Presentation of Project Report to Village Council

*Anticipated completion for Task 4 is April 2019.*

**Task 5: Final Project Report with Recommendations**

US1 Corridor Update Final Project Report

Following presentation to the Village Council, a Final Project Report will be developed and provided to the Village in hard copy format and PDF format. Additional hard copies will be made available for the cost of reproduction and administrative time. The Final Project Report will include all final documentation of study, outreach, and Village Council and public input.

Deliverables

Specific deliverables will include:

1. Final Project Report with Recommendations & Project Documentation

*Anticipated completion for Task 5 is June 2019.*

**I. Project Deliverables**

1. TCRPC shall provide the Village with the following deliverables as final work products:
  - a. Project Memorandum #1, including updated traffic counts and updated traffic study.

- b. Project Memorandum #2, including documentation of the public workshop and the input received.
- c. Draft Project Report, including data from Project Memoranda, findings, and conceptual recommendations, for which three color copies and one electronic copy (PDF format) will be delivered to Village staff for distribution.
- d. Final Project Report, including data from Project Memoranda, findings, conceptual recommendations, and Village Council action, for which three color copies and one electronic copy (PDF format) will be delivered to Village staff for distribution.
- e. PowerPoint Presentations: All presentations (kick-off, draft, etc.) will be available in PowerPoint format immediately after they are presented.
- f. Electronic copies of all pictures (jpg or png format) taken during the workshop and collected as part of the research.

NOTE: Any changes to municipal comprehensive plan(s), Land Development Regulations, or any other policies necessary for the implementation of the US1 Corridor Update Recommendations are not part of this contract.

The Village may request additional print copies of deliverables upon payment to Council of the actual reproduction cost and administrative time.

## II. Fees and Reimbursable Expenses

1. **Fees:** The total fee for the North Palm Beach US1 Corridor Update, as described in the scope above, shall be **\$61,500**. Funding for this effort will come from the Village of North Palm Beach with potential assistance from the Palm Beach TPA. The total fee includes travel, out of pocket expenses (printing and reproduction costs), film processing, mail, couriers, and other costs related to the professional services to be provided, including all sub-consultant costs. In the event that funding is secured from the TPA to the Council, the amounts due from the North Palm Beach will be adjusted accordingly.
2. **Payment Schedule:** The fee payments to the Council shall be according to the following schedule:
  - **20% (\$12,300)** of the professional fees due upon execution of this agreement.
  - **50% (\$30,750)** of the professional fees due upon completion of Task 2 (Agency Coordination and Traffic Study Update)
  - **20% (\$12,300)** of the professional fees due upon completion of Task 3 (Stakeholder Outreach and Public Workshop).

- **10% (\$6,150)** of the professional fees due upon submittal of final project report including final documentation of study, outreach and Village Council action.

### **III. Anticipated Timeline**

TCRPC anticipates project kickoff in January 2019, public design workshop in February 2019. An anticipated project schedule is included as Attachment B. Additional items to be provided by the Village are included as Attachment C.

An anticipated project schedule, contingent upon execution of the Interlocal Agreement in December of 2018, is included in Attachment B.

**ATTACHMENT B**

**NORTH PALM BEACH - US1 CORRIDOR UPDATE  
ANTICIPATED PROJECT SCHEDULE**

*NOVEMBER 30, 2018*

		2 0 1 9																2 0 1 9								
		JANUARY				FEBRUARY				MARCH				APRIL				MAY			JUNE					
		7	14	21	28	4	11	18	25	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24
<b>TASK 1</b>	<b>PROJECT KICKOFF MEETINGS</b>																									
<b>TASK 2</b>	<b>AGENCY COORDINATION &amp; TRAFFIC STUDY UPDATE</b>																									
<b>TASK 3</b>	<b>STAKEHOLDER OUTREACH &amp; PUBLIC WORKSHOP</b>																									
<b>TASK 4</b>	<b>PRESENTATIONS OF DRAFT RECOMMENDATIONS</b>																									
<b>TASK 5</b>	<b>PROJECT REPORT WITH RECOMMENDATIONS</b>																									

## ATTACHMENT C

### NORTH PALM BEACH - US1 CORRIDOR UPDATE VILLAGE TO PROVIDE

#### BASE INFORMATION:

- GIS data sets or AutoCAD file and hard copy to scale showing public rights-of-way, easements, building footprints, edge of pavement of existing streets, lot lines (property lines), street names, etc. of study area.
- Aerial photograph (TIF or JPEG format) to scale of study area in digital and hard copy formats. *NOTE: The scale will be determined based on the scope of work and size and location of the study area.*
- Base information regarding engineering, drainage, and/or regulatory constraints of the study area (if any).
- Zoning and Future Land Use Information (GIS data set, hard copy). Existing codes, regulating plans or other adopted zoning requirements. Traffic counts for all main roads (if available).
- Other master plans and all information of relevance to the study area.

#### GENERAL:

- **Public Workshop Venue.** The Village shall provide an appropriate location for the public workshop event. This is essentially a large room that should seat 100 people (in rectangular or round tables, @ 10 people per table) and should have audio/video capability (screen and audio system). Since the public workshop generally occurs during the day, the room needs to have the ability to be darkened. This room will be needed all day on the date of the workshop.
- **Food for Public Attending the Public Design Workshop.** The Village shall provide light refreshments for the public attending the public design workshop.
- **Advertising Costs.** Council will assist in the creation of flyers, development of press releases, and other forms of advertising. Mailing and postage are the Village's responsibility.

# US1 Lane Repurposing

Village Council

August 13, 2020



# Citizens' Master Plan Status

- **Master Plan Key Recommendations:**
  - Form Based Code – public hearing at tonight's meeting
    - Ensure private development achieves the vision
    - Establish predictability in the built environment and the approval process
    - Maximize the waterfront
    - Provide incentives for desired patterns and forms of development
  - Prioritize Targeted Redevelopment Areas
    - Twin City Mall
    - Crystal Tree Plaza
    - Northlake Boulevard/Earman River Area (US1 Bridge construction in 2023 by FDOT)
    - Camelot Inn/Marina Area
    - Village Centers along US1
    - Southwest annexation area



# Citizens' Master Plan

- **Master Plan Key Recommendations (con't):**

- Improve Prosperity Farms Road

- Create a signature design feature on the bridge: construction in 2022 by PBC.
- Adopt programs to improve distressed areas.
- Upgrade street furniture
- Install pedestrian-scaled lighting
- Ensure infill development is consistent with the surrounding neighborhood

- Redefine US1

- Calm the corridor by pursuing lane elimination
- Beautify the corridor by repurposing asphalt into a new streetscape design
- Balance mobility by designing a roadway to include pedestrians and bicycles



# What is Lane Elimination/ Repurposing?

- Reuse of existing lane or roadway
  - Reduction of pavement maintenance costs
  - Introduction of enhanced pedestrian, bicycle or other transportation alternatives -- possibly golf carts.
  - Improvement of redevelopment opportunities – more area to allow development, pedestrian access, greenspace, environment for living.
  - Improvement of community aesthetics.



# Why US1 in NPB?

- Surrounding Configuration
  - Only community in PBC with a six lane configuration
  - 2020 traffic data from PBC (collected Jan/Feb 2020)
    - Indiantown to Ocean Way (4L): 28,574 ADT
    - Ocean Way to Marcinski: no data
    - Marcinski to Donald Ross (4L): 30,232 ADT
    - Donald Ross to Universe: no data
    - Universe to PGA Blvd (4L): 32,848 ADT
    - PGA to Lighthouse (4L/6L): 26,152 ADT
    - Lighthouse to Northlake (6L): 31,217 ADT
  - PBC District 1 Fire Chief indicates that 4L sections are not an impediment to response.



# Why US 1 in NPB?

- Intersections and Bridges have the greatest impact on traffic flow
  - Need capacity for the traffic queue at the Northlake intersection.
  - Bridges on PGA and US1 (Parker) in close proximity and need to be considered.
- Create a Sense of Place
  - Could provide asphalt to accommodate cars or....
  - Encourage the transition to an interesting place for residents!



# Next Steps and Schedule

- August 13<sup>th</sup> (TODAY) – Village Council meeting to review traffic engineering findings. **Policy direction to determine if there is a desire to continue on with the process, which requires additional analysis for FDOT.**
- August 27<sup>th</sup> – Village Council meeting to consider approval of an agreement with TCRPC.
  - Agreement to move forward with additional analysis to be completed by early- or mid-fall.
  - Synchro models, design concepts (including integration with possible redevelopment) with and without curb relocation, and cost estimates.
- Wednesday, September 9 – Conduct a public OPEN HOUSE.
  - US1 traffic/lane repurposing information
  - code rewrite
  - US1 and Prosperity Farms Road bridge reconstruction projects
  - 200 Yacht Club redevelopment proposal



# Next Steps and Schedule

- Monday, October 26 – conduct a second OPEN HOUSE
  - Present updated concept and cost information on US1 lane repurposing.
- November 3<sup>rd</sup> – Planning & Zoning meeting to review US1 lane repurposing proposal. Recommendation to Village Council.
- Special Meeting in November or December 10<sup>th</sup> – Village Council consider a preferred design and application to FDOT.
- February – initiate coordination for project funding with the TPA.
- May 2020 – Final Village Council action to finalize design and commit to fund improvements.
  - This will preserve approximately \$5m from FDOT funding that would have gone to a 3R project.
  - Anticipate that hardscape would be funded by FDOT/TPA. Village would focus on landscaping, village branding (any thematic upgrades in lighting fixtures, etc) and stormwater relocation (if needed) – would work on grant applications.
- Summer 2021 -- FDOT begins design work.
- Project construction in 2024 (maybe 2025).



# Traffic Study

How will US1 function in the future?

What impact does a lane repurposing have on future traffic?

Fabricio Ponce, VHB