VILLAGE OF PALMETTO BAY

Mayor Karyn Cunningham
Vice Mayor Mark Merwitzer
Council Member Patrick Fiore (Seat 1)
Council Member Steve Cody (Seat 2)
Council Member Marsha Matson (Seat 3)

Village Manager Nick Marano
Village Attorney John C. Dellagloria
Village Clerk Missy Arocha

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation, a sign language interpreter, or hearing impaired to participate in this proceeding should contact the Village Clerk at (305) 259-1234 for assistance no later than four days prior to the meeting.

AGENDA
REGULAR COUNCIL MEETING
MONDAY, MAY 5, 2025 – 7:00 PM
(PROCLAMATIONS, AWARDS, & PRESENTATIONS WILL BEGIN AT 6:30 PM)

VILLAGE HALL MUNICIPAL CENTER
9705 EAST HIBISCUS STREET, PALMETTO BAY, FL 33157
(305) 259-1234

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1. **CALL TO ORDER, ROLL CALL, INVOCATION, PLEDGE OF ALLEGIANCE, AND DECORUM STATEMENT, IN THAT ORDER:** Any person making impertinent or slanderous remarks, or who becomes boisterous, while addressing the Council may be barred from further appearance before the Council by the Mayor, unless permission to continue or again address the Council is granted by a majority vote of the Council. Applauding speakers shall be discouraged. Heckling or verbal outbursts in support or opposition to a speaker, or his or her remarks, shall be prohibited. No signs or placards shall be allowed in the Council meeting. Persons exiting the Council meeting shall do so quietly. All cellular telephones and beepers are to be silenced during the meeting.

2. **PROCLAMATIONS, AWARDS, PRESENTATIONS**

   A. Proclamation: National Military Appreciation Month

   B. Proclamation: Mental Health Awareness Month

   C. Recognition: Law Enforcement Appreciation Day (May 9, 2025)

D. Recognition: Alex Trentler (Eagle Scout Candidate Project)

E. Recognition: Graduating High School Seniors from the Youth Community Involvement Task Force (Patrick Eikenberg, Haylee Hanson, Alexandra Morgado, Natalie Rodriguez, Caroline Toole, and Maddie Sakalo)

F. Recognition: 2025 Silver Knight Nominees

3. APPROVAL OF MINUTES

A. Special Council Meeting (March 18, 2025)

4. REQUESTS, PETITIONS AND PUBLIC COMMENTS SUBMITTED Individuals wishing to speak on matters on the agenda and on items pertinent to the Village may do so by speaking during this section of the agenda. The Mayor will recognize those persons who wish to speak. Each speaker must sign-in prior to speaking on the designated public commentary sign-in sheet. Items for public hearing provided for within the agenda shall not be a topic of discussion during this section of the agenda. Please limit your comments to three (3) minutes or less. Public comments made by members of the public are important to the Village Council. Speakers will address the Village Council with respect.

5. VILLAGE MANAGER'S REPORT

A. Departmental Updates

B. Police Commander Report

6. VILLAGE ATTORNEY'S REPORT

A. Monthly Report

B. Litigation Update

7. VILLAGE CLERK'S REPORT

A. Calendar Update: May 2025

8. BOARD AND COMMITTEE REPORTS

9. EMERGENCY ORDINANCES WITH PUBLIC HEARING

10. ORDINANCES FOR SECOND READING AND PUBLIC HEARING

11. ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS

A. AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REGARDING FINANCE; CREATING NEW SECTION 2-161 TO ARTICLE VI, “FINANCE” AT DIVISION 1 STYLED “GENERALLY”, REGARDING COUNCIL-SPONSORED PROGRAMS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (*Sponsored by Mayor Karyn Cunningham)*

B. AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO VERIFICATION OF RESIDENCY FOR ELECTED OFFICIALS; AMENDING CHAPTER 2 OF THE VILLAGE CODE OF ORDINANCES TO ADD SECTION 2-25 ESTABLISHING ANNUAL RESIDENCY VERIFICATION REQUIREMENTS AND A RESIDENCY CHALLENGE PROCESS FOR COUNCIL MEMBERS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*

12. CONSENT AGENDA

A. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REGARDING PARKS AND RECREATION; AUTHORIZING THE USE OF PALMETTO BAY PARK AT NO COST ON MARCH 14, 2026, TO THE CYSTIC FIBROSIS FOUNDATION- CURE CF MIAMI FOR THE PURPOSE OF CONDUCTING A FUNDRAISING KICKBALL TOURNAMENT; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Parks & Recreation Director, Fanny Carmona)*

13. RESOLUTIONS REQUIRING PUBLIC HEARING

14. RESOLUTIONS WITH PUBLIC COMMENT

A. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA; AUTHORIZING THE VILLAGE MANAGER TO CONDUCT A COMPREHENSIVE TRANSIT ALTERNATIVES STUDY IN RESPONSE TO THE DISCONTINUATION OF IBUS ACCESS TO THE TRANSITWAY; AUTHORIZING AN EXPENDITURE NOT TO EXCEED SEVENTY-FIVE THOUSAND ($75,000) DOLLARS FROM THE TRANSPORTATION FUND; AUTHORIZING THE VILLAGE MANAGER TO ISSUE A REQUEST FOR PROPOSALS FOR CONSULTING SERVICES; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*

B. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA; TO PROVIDE TRANSPARENCY AND ACCESSIBILITY OF INFORMATION TO RESIDENTS AND TAXPAYERS REGARDING VILLAGE LEGAL EXPENDITURES; DIRECTING THE VILLAGE ATTORNEY TO PUBLISH A MONTHLY DETAIL EXPENDITURE REPORT OF LEGAL EXPENDITURES; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

C. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, RELATED TO PARKS AND RECREATION, FULFILLING THE RECOMMENDATION OF THE 2019 PALMETTO BAY PARK MASTER PLAN AND THE 2023 VILLAGE OF PALMETTO BAY PARKS MASTER PLAN; DIRECTING THE VILLAGE MANAGER TO PROCEED WITH THE DESIGN AND CONSTRUCTION OF A LABYRINTH/SENSORY GARDEN; CREATING A QUIET, CONTEMPLATIVE, AND RICHLY SENSORIAL FEATURE WITHIN PALMETTO BAY PARK; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

D. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF

PALMETTO BAY, RELATING TO ENVIRONMENTAL RESILIENCY, DIRECTING THE VILLAGE MANAGER TO NEGOTIATE WITH FAIRCHILD TROPICAL BOTANICAL GARDEN FOR THE PURPOSE OF ESTABLISHING A NEW MILLION ORCHID PROJECT TO RESTORE RARE AND ENDANGERED NATIVE ORCHIDS TO PALMETTO BAY SCHOOLYARDS, ROADWAYS, PARKS, AND OTHER PUBLIC SPACES; TO REPORT THE RESULTS OF HIS NEGOTIATION TO THE VILLAGE COUNCIL AT THE NEXT REGULAR MEETING; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

15. OTHER BUSINESS

16. COUNCIL COMMENTS

17. NEXT MEETING AND ADJOURNMENT

- REGULAR COUNCIL MEETING (MONDAY, JUNE 2, 2025)

WE, THE VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, HEREBY COMMIT OURSELVES TO MAINTAINING CIVILITY IN OUR PUBLIC AND POLITICAL DISCOURSE AND PLEDGE TO THE FOLLOWING PRINCIPLES:

- We will respect the right of all citizens in our community to hold different opinions;
- We will avoid rhetoric intended to humiliate or question the wisdom of those whose opinions are different from ours;
- We will strive to understand differing perspectives;
- We will choose our words carefully;
- We will speak truthfully without accusation and we will avoid distortion;
- We will speak out against violence, prejudice, and incivility in all of their forms, whenever and wherever they occur.

NOTICE OF APPEAL RIGHTS

Pursuant to Florida Statutes 286.0105, the Village hereby advises the public that if a person decides to appeal any decision made by the Council with response to any matter considered at its meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, the affected person may need to ensure that verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the Village for the introduction or admission of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed.

AMERICAN DISABBILITIES ACT OF 1990

This meeting is open to the public. In accordance with the American Disabilities Act of 1990,

persons needing special accommodation or a sign language interpreter to participate in this proceeding should contact the Village Clerk at (305) 259-1234 no later than four (4) days prior to the meeting. Hearing Assistance Devices are available with the Village Clerk.

AGENDA ITEM NO. 3.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Resolution
AGENDA SECTION:	APPROVAL OF MINUTES
SUBJECT:	Special Council Meeting (March 18, 2025)
SUGGESTED ACTION:	

ATTACHMENTS:
2025-03-18 Special-Minutes
Exhibit A - Public Comments by Form

MINUTES
REGULAR COUNCIL MEETING
TUESAY, MARCH 18, 2025 – 6:00 PM

VILLAGE HALL MUNICIPAL CENTER,
9705 EAST HIBISCUS STREET, PALMETTO BAY, FL 33157

1. CALL TO ORDER, ROLL CALL, INVOCATION, PLEDGE OF ALLEGIANCE, AND DECORUM STATEMENT, IN THAT ORDER.

Mayor Karyn Cunningham called the Regular Council Meeting to order at 6:03 p.m.

The following members of the Village Council were present during the roll call:
Mayor Karyn Cunningham
Vice Mayor Mark Merwitzer
Councilmember Patrick Fiore
Councilmember Marsha Matson

Councilmember Steve Cody was not present during the roll call, but arrived at the meeting at 6:15 p.m.

The following Charter Officers were present during the roll call:
Village Manager Nick Marano
Village Attorney John Dellagloria
Village Clerk Missy Arocha

The invocation was led by Councilmember Patrick Fiore and the pledge of allegiance was led by Village Manager Nick Marano.

2. REQUESTS, PETITIONS, AND PUBLIC COMMENTS:

Village Clerk Missy Arocha read the public comments submitted by form into the record (attached as “Exhibit A”).

There were no speakers at the meeting wishing to speak during the general public comment section of the meeting.

3. ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS:

A. AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO COUNCIL RULES AND PROCEDURES; AMENDING ARTICLE II, DIVISION 2, SECTIONS 2-44 THROUGH 2-49 OF THE VILLAGE CODE OF ORDINANCES TO REVISE

SECTIONS GOVERNING COUNCIL MEETINGS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*

Item 3A was **moved** by Vice Mayor Mark Merwitzer and **seconded** by Councilmember Marsha Matson.

There was no public comment on the Ordinance.

Vice Mayor Mark Merwitzer explained that the ordinance he proposed would codify existing practices into the code of ordinances governing council meetings, including improvements to the consideration of agenda items, meeting structure, committee system, public participation, and documentation related to speaker cards.

Councilmember Marsha Matson **moved** to divide the question by paragraph-vote on each paragraph where there were changes being made instead of voting on the entire document. Vice Mayor Mark Merwitzer **seconded** the motion. The **motion failed (2-2)**; Councilmember Patrick Fiore and Mayor Karyn Cunningham voted opposed.

Councilmember Marsha Matson read aloud the proposed changes to the Ordinance and expressed her position in support of the amendments.

Vice Mayor Mark Merwitzer noted that the Ordinance had been on the agenda for several weeks and that the item was familiar to the Council. He stated that the primary element previously missing was a clear explanation, which had now been provided, and expressed confidence in moving forward with the approval of the Council.

Councilmember Marsha Matson confirmed her satisfaction with the discussion and indicated she was ready to proceed with a vote on the entire Ordinance.

Vice Mayor Mark Merwitzer reiterated his openness to either entertain a motion or continue discussion. He emphasized that Council had sufficient time—three weeks—to review and provide feedback on the Ordinance.

Councilmember Patrick Fiore commented on recent issues with the conclusion of Council meetings and reiterated his prior recommendation to eliminate Committee of the Whole (COW) workshops. He expressed support for the provision allowing two minutes for final comments at the end of meetings. He also noted the value of advancing controversial or significant agenda items to earlier positions in the meeting, particularly to accommodate public speakers. He thanked those involved for their efforts on the Ordinance.

Councilmember Steve Cody announced that he had no comments at the time.

Councilmember Patrick Fiore expressed flexibility, stating he would defer to the Council's preference on how to proceed with the Ordinance.

Village Attorney John Dellagloria recommended that two specific sections be removed from the Ordinance and returned to the Council later as a separate Ordinance.

Councilmember Patrick Fiore **moved** to remove the following sections from the current Ordinance:

- The provision allowing a person to speak for three minutes at the start of the meeting and, if they remain, for an additional one minute later.

- The provision related to the two-minute comment period at the end of meetings.

He clarified that the remainder would be subject to the discretion of the Mayor.

Village Attorney John Dellagloria confirmed that staff would work on clarifying the language in those sections for future consideration by bringing an Ordinance to the Council at a later date-only for those sections stated.

Mayor Karyn Cunningham supported the motion to remove the two sections and bring them back at a later date.

Councilmember Steve Cody **seconded** the motion.

All voted in favor (5-0). The motion passed unanimously (5–0).

Mayor Karyn Cunningham called the question in support of the amended Ordinance on First Reading via a roll call vote.

- Vice Mayor Mark Merwitzer - YES
- Councilmember Steve Cody - NO
- Councilmember Marsha Matson - YES
- Councilmember Patrick Fiore - NO
- Mayor Karyn Cunningham - NO

The amended Ordinance failed (2-3). Councilmember Steve Cody, Councilmember Patrick Fiore, and Mayor Karyn Cunningham voted opposed.

4. RESOLUTIONS WITH PUBLIC COMMENTS

A. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REQUESTING THAT THE MIAMI-DADE COUNTY FIRE DEPARTMENT CONSTRUCT A TEMPORARY ENCLOSURE AT 18198 OLD CUTLER ROAD TO HOUSE A FIRE RESCUE TRUCK UNTIL FIRE STATION 74 IS COMPLETED; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Patrick Fiore)*

Item 4A was withdrawn by the Sponsor. There were no objections by the Council

regarding the withdrawal of the Resolution.

B. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, ADOPTING THE SENIOR ASSISTANCE FOR VETERINARY EMERGENCIES (SAVE) PROGRAM TO PROVIDE REIMBURSEMENT FOR EMERGENCY VETERINARY SERVICES OF UP TO TWO-HUNDRED FIFTY DOLLARS ($250.00) PER PALMETTO BAY LOWER-INCOME SENIOR RESIDENT TO ACCESS EMERGENCY VETERINARY CARE NOT OTHERWISE OFFERED BY MIAMI-DADE COUNTY ANIMAL SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

Item 4B was **moved** by Vice Mayor Mark Merwitzer and **seconded** by Councilmember Marsha Matson.

There was no public comment on the item.

Councilmember Marsha Matson provided an explanation on the proposal regarding senior assistance for veterinary services for palmetto bay lower income senior residents. She reported that she initially presented in 2023, to provide emergency veterinary care assistance—up to $250—for low-income senior residents aged 62 and above. She stated that, compared to 2023, the percentage of residents in poverty has increased and that the approval of the program would support residents who cannot afford emergency veterinary services. She emphasized that this is not a duplicate of services offered by Miami-Dade County Animal Services and suggested that verification could be done via affidavit rather than requiring income tax returns by the Village. She also referenced Miami-Dade County's definition of affordable housing, noting that for a one-person household, 80% of the area median income equates to $63,050 and that the determination of eligibility and the distribution of funds should be at the discretion of the Village Manager.

Village Manager Nick Marano conveyed concern about the proposed program, stating he was not equipped to administer it. He cited the lack of audit procedures or a means to verify eligibility and respectfully requested to be removed from the implementation process.

Councilmember Steve Cody questioned how age and income would be verified.

Councilmember Matson responded that those determinations should be made by the Manager and, in light of concerns raised, offered to amend the Resolution to remove the income requirement.

Councilmember Cody asked whether applicants would be required to present veterinary bills.

Councilmember Matson proposed the possibility of partnering with a local veterinarian in Palmetto Bay to facilitate direct services rather than reimbursements. Vice Mayor Mark Merwitzer spoke in support of the Resolution and shared a personal story regarding his late grandmother and the potential mental health

benefits of pet companionship for seniors. He proposed using a Social Security verification letter for eligibility, comparing the approach to the Golden Passport Program sponsored by Miami-Dade County.

Vice Mayor Mark Merwitzer **moved** to strike lower income and replace with social security eligible resident with proof of purchase or service. The motion was **seconded** by Councilmember Marsha Matson. The **motion passed (3-2)**; Mayor Karyn Cunningham and Councilmember Steve Cody voted opposed.

Mayor Cunningham asked for the differences between the 2023 proposal by Councilmember Marsha Matson and the existing proposed Resolution.

Councilmember Matson responded that the difference was limited to emergency services.

Mayor Cunningham questioned whether the amendment enabled the Village Manager to implement the program.

Village Manager Marano again expressed his unwillingness to administer the program, citing the distribution of cash without a rigorous verification process as a key concern. He advised that the Council need to direct someone else if they chose to proceed.

Councilmember Matson acknowledged the issue and expressed willingness to work with the Manager on a revised version of the Resolution.

Village Attorney John Dellagloria clarified that the Village Manager is obligated to follow directives passed by the Council unless they are legally or operationally unfeasible.

Councilmember Matson requested the item proceed to a vote.

Councilmember Steve Cody stated he would not support the Resolution, citing insufficient safeguards and the potential for fraud. He suggested that residents earning $64,000 could afford basic pet insurance and that the proposal failed to address the core issue.

Councilmember Patrick Fiore expressed support for the Resolution's intent, though he acknowledged the Manager's concerns. He proposed a scaled-back version—lowering the total fund allocation for the program from $25,000 to $5,000—as a trial effort. He outlined a basic verification process: presentation of a veterinary bill, a driver's license, and a Social Security Administration (SSA) award letter for disability, early retirement, or full retirement.

Councilmember Fiore **moved** to amend the Resolution by:

- Reducing the fund cap from $25,000 to $5,000
- Requiring verification through a veterinary bill, driver's license, and SSA award letter

Councilmember Matson **seconded** the motion.

The motion passed (3–2); Mayor Karyn Cunningham and Councilmember Steve Cody opposed.

Vice Mayor Merwitzer emphasized the importance of trust in the community, noting that food banks operate without strict income verification and that forging federal documents is a felony. He reiterated support for the measure.

Mayor Cunningham acknowledged the amendment but continued to express concerns, particularly about the handling of cash. She suggested that the sponsor should consider working with local veterinarians directly to eliminate the risk of fraud.

Village Manager Marano reiterated that distributing cash is fundamentally different from handing out physical items like bed rails and presents greater challenges in terms of auditing and fraud prevention.

Councilmember Cody asked whether the program, without adequate backup documentation, could meet auditing standards.

Village Manager Marano responded that the auditors pay particular attention to cash transactions and that the Village has moved towards minimizing them via online payments.

Vice Mayor Merwitzer **moved** to replace the word *"gift"* with *"reimbursement check"*. Councilmember Fiore **seconded** the motion. **The motion passed (3–2)**; Mayor Karyn Cunningham and Councilmember Steve Cody opposed.

Councilmember Fiore suggested the Resolution be treated as a pilot program to evaluate its effectiveness and impact before expanding it.

Mayor Karyn Cunningham called the question on the amended Resolution. The **amended Resolution passed (3-2)**; Mayor Karyn Cunningham and Councilmember Steve Cody opposed.

C. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING THE VILLAGE MANAGER TO REQUEST AN OPINION FROM THE ATTONEY GENERAL OF THE STATE OF FLORIDA AS TO WHETHER MARK MERWITZER HAS BEEN SWORN INTO THE OFFICE OF VICE MAYOR; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

Item 4C was **moved** by Councilmember Steve Cody and **seconded** by Mayor Karyn Cunningham.

Mayor Karyn Cunningham reported that, based on a prior consultation with the Village Attorney, it was advised that both the Village Attorney and the Village Clerk

be recused from the Council's discussion on the item in question.

Village Attorney John Dellagloria stated that on February 13, he was informed that the Florida Attorney General would not be issuing an opinion related to the matter and, due to his involvement, he formally recused himself. He noted that Roger Poig from the firm Weiss Serota would be sitting on the dais to provide parliamentary advice to the Council during the discussion.

Vice Mayor Mark Merwitzer inquired about the hourly rate of the legal representative from Weiss Serota.

Councilmember Marsha Matson questioned the procedural logistics of conducting the meeting without the presence of the Village Clerk.

Village Clerk Missy Arocha announced that Executive Assistant Karla Morales would temporarily assume the Clerk's seat to support the Council during the discussion.

Councilmember Matson further questioned the justification for recusing both the Village Attorney and Village Clerk from the item.

Village Attorney Dellagloria explained that there were two primary reasons for the recusal-he had already issued a legal opinion concerning the Attorney General's inaction on the matter and that, due to his involvement in the matter, including being named in the request for the Attorney General's opinion—along with the Clerk—it was procedurally appropriate for both to recuse themselves.

Councilmember Marsha Matson expressed strong opposition to the Resolution and to the recusal of the Village Attorney and Clerk. She stated that their absence would hinder her ability to ask questions about her involvement.

Councilmember Patrick Fiore voiced his trust in the Village's Charter Officers and inquired whether the Attorney General would issue an opinion if the Resolution passed with an affirmative vote of the Council.

Village Attorney Dellagloria responded that he had three conversations with the Attorney General's office. He explained that, because the Vice Mayor had already been seated for three months, the matter was considered De Facto resolved and the Attorney General had confirmed that no opinion would be issued, regardless of the Council's vote.

Councilmember Fiore asked again for confirmation that an affirmative vote from the Council would not result in an Attorney General opinion.

Village Attorney Dellagloria confirmed, no.

Councilmember Matson reiterated her opposition to the Resolution and again criticized the recusal, asserting that it would prevent transparency and hinder her ability to question the involved parties directly, particularly hers.

Mayor Cunningham responded that the Council was there to address the item, not to conduct a cross-examination of staff. She noted that she had personally recused herself in the past from matters in which she had been directly involved and had stepped away from the dais accordingly. She stated that the Village Attorney had agreed with the appropriateness of this process during their earlier conversation.

Roger Poig, legal counsel from Weiss Serota, clarified for the record that his hourly rate was $312.50.

Following this, both Village Attorney John Dellagloria and Village Clerk Missy Arocha officially recused themselves from the dais.

Roger Poig assumed the Village Attorney's seat to respond to parliamentary inquiries from the Council during the discussion of the item.

The following speakers spoke opposed to the Resolution during public comments:

- Susan Feldman (17945 SW 97th Avenue)
- Bev Gerald (14271 SW 74th Court)

The following speaker spoke in-support of the Resolution during public comments:

- Karen Baez Wallis (7380 SW 141st Terrace)

Following public comment, Councilmember Steve Cody provided background and analysis regarding his request for the Village Council to adopt a Resolution directing the Village Manager to seek an opinion from the Florida Attorney General on the validity of Vice Mayor Mark Merwitzer's oath of office. He stated that the goal of the resolution was to bring finality to the question of whether Vice Mayor Merwitzer was duly sworn into office since December 2024. He reported that in the event of litigation, the legitimacy of actions taken by the Council—including items sponsored, moved, seconded, or voted on by Vice Mayor Merwitzer—could be called into question. He stated that uncertainty could arise regarding the validity of official records, including minutes, legislative logs, and other council documents.

Councilmember Marsha Matson voiced strong opposition to the Resolution. She referenced an incident cited in Councilmember Cody's complaint to the Attorney General, stating that it included false and defamatory statements that harmed her reputation. She stated that it is not the candidate's responsibility to determine the oath process, but rather that of the Village Attorney and Village Clerk. She added that the Village had already spent over $6,000 on a second legal opinion validating the oath and criticized the use of improper Village letterhead in communications to the Attorney General by Councilmember Steve Cody. She urged the Council to reject the Resolution, stating that its approval would disregard the legitimacy of the Vice Mayor's election and the integrity of the Village's Charter Officers, and that it would condone misinformation in the community.

Vice Mayor Mark Merwitzer thanked Village residents for electing him to office and

affirmed that two independent legal experts had validated his oath of office. He characterized the proposed Resolution by the Sponsor, as an attempt to undermine his election and called on the Council to move on from the matter and focus on the business of the Village.

Councilmember Patrick Fiore stated he would defer to the Village Attorney's guidance on the matter. He proposed that going forward, newly elected officials be sworn in by a judge, city clerk, or qualified official, and suggested that newly elected officials reaffirm their oath during a public meeting to address public concerns and questioned why Councilmember Marsha Matson didn't support the Ordinance that would make the newly elected follow these guidelines.

Councilmember Patrick Fiore stated that the issue should not be handled in this forum and should instead be addressed through the courts, either by a sponsor or a resident, if necessary. Given the Attorney General's position that no opinion would be issued regardless of the outcome of the Resolution, Councilmember Fiore stated he would not support the Resolution.

Mayor Karyn Cunningham shared that she had been contacted by multiple residents regarding concerns over whether the Vice Mayor had been properly sworn in. She highlighted that the lingering uncertainty had created division in the community. She opined that referring the matter to the Attorney General was a reasonable course of action to provide public clarity. She suggested that, if the Resolution were to move forward, the Council—not the Village Manager—should send the request to the Attorney General. She referenced her own past experiences with legal challenges and stated that the public deserves a clear and transparent explanation of the events that occurred regarding the oath of the Vice Mayor.

Vice Mayor Mark Merwitzer reiterated that he had been properly sworn into office, and that the Village had already invested $6,000 in legal analysis confirming this. He stood by the existing legal opinion and urged the Council to oppose the Resolution brought by the Sponsor.

Councilmember Steve Cody distributed a copy of a text message he stated he received from Village Attorney John Dellagloria on February 3, 2025, concerning the validity of the Vice Mayor's oath of office. He noted that the content of the message did not align with the timeline of events related to the administration of the oath. Councilmember Cody urged the Council to support the Resolution to address the issue definitively.

The discussion ensued among members of the Village Council regarding both the Resolution and the text message provided. Various perspectives were shared about the implications of communication and the necessity of further action.

Following the Council discussion, Mayor Karyn Cunningham called the question and requested a roll call vote on the approval of the Resolution.

- Councilmember Marsha Matson - NO

- Councilmember Steve Cody - YES
- Councilmember Patrick Fiore - NO
- Vice Mayor Mark Merwitzer - NO
- Mayor Karyn Cunningham - YES

The Resolution failed (2-3); Councilmember Marsha Matson, Councilmember Patrick Fiore, and Vice Mayor Mark Merwitzer opposed.

D. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA; RE-ESTABLISHING A NEIGHBORHOOD PROTECTION COMMITTEE TO REVIEW AND PROVIDE RECOMMENDATIONS FOR ENHANCING NEIGHBORHOOD PROTECTION AS STATED IN SECTION 10.2 OF THE VILLAGE CHARTER; REPEALING RESOLUTION 2023-15 AND RESTORING THE PROVISIONS OF RESOLUTION 2019-87 WITH ADDITIONAL GUIDELINES; PROVIDING FOR REPORTING TO THE VILLAGE COUNCIL; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*

Item 14D was **moved** by Vice Mayor Mark Merwitzer and **seconded** by Councilmember Marsha Matson.

Vice Mayor Mark Merwitzer introduced the item concerning the re-establishment of the Neighborhood Preservation Committee, emphasizing the importance of resident engagement and the need for new perspectives and participation in shaping the Village's future.

Councilmember Marsha Matson voiced her support for the item, describing the former committee as "fantastic." She referenced a book of recommendations and demonstrations she had brought, which outlined suggestions from the original committee—some of which had been already implemented. She noted the value in creating a construction manual for contractors to acknowledge and comply with Village expectations. She expressed regret that the original committee was sunsetted prematurely, calling the decision unfair by the Council, and highlighted that re-establishing the committee fulfills a charter requirement. She shared that she had received an email from a resident in support of the item and thanked the Vice Mayor for bringing it forward for Council consideration.

Councilmember Steve Cody inquired whether the absence of the NPC placed the Village in violation of the Charter. He noted that while the Village may not be mandated to have an NPC, the lack of such a committee could leave room for residents to pursue legal action if they believe development infringes on the Village's comprehensive plan.

Vice Mayor Merwitzer responded by expressing that a new, diverse group of residents should be given an opportunity to participate in shaping development and preservation efforts in the Village.

Councilmember Patrick Fiore stated that he would not support the item.

Vice Mayor Merwitzer concluded by stating that the vote represented the kind of Village identity and values the Council wishes to uphold. He emphasized the need for trust, transparency, and public involvement, particularly on issues like noise and traffic, and urged his colleagues to vote in favor of the Resolution.

Mayor Karyn Cunningham stated doubt about the need to re-establish the committee, stating that she had only received one email in support of the NPC—from Craig Grossenbacher—and pointed out the strong volunteer base already serving on various committees. She noted that while the original NPC made recommendations that were often implemented via Ordinance, there has since been a disconnect between committee work and formal Council action. The Mayor reaffirmed her belief that the original NPC had fulfilled its purpose, and that Council had intentionally voted to sunset it at the time. She encouraged liaisons to ensure that committee Chairs clearly communicate their recommendations to the Council and reported that she would vote no.

Following the Council discussion, Mayor Karyn Cunningham called the question and requested a roll call vote on the approval of the Resolution.

- Vice Mayor Mark Merwitzer - YES
- Mayor Karyn Cunningham - NO
- Councilmember Patrick Fiore - NO
- Councilmember Steve Cody - NO
- Councilmember Marsha Matson - YES

The Resolution failed (2-3); Mayor Karyn Cunningham, Councilmember Patrick Fiore, and Councilmember Steve Cody opposed.

5. ADJOURMENT: Councilmember Steve Cody **motioned** to adjourn the meeting and Councilmember Patrick Fiore **seconded** the motion. **All voted in favor (5-0). The motion passed unanimously.**

The Special Council Meeting adjourned at 8:19 PM.

The meeting minutes were approved on the 5th day of May 2025.

Attest:

_____ _____

Mayor Karyn Cunningham **Village Clerk Missy Arocha**

COMMENTS BY FORM
SPECIAL COUNCIL MEETING - APRIL 26, 2025

New eComment for Special Council Meeting

Orestes Mayo submitted a new eComment.

Meeting: Special Council Meeting

Item: 4.C) A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING THE VILLAGE MANAGER TO REQUEST AN OPINION FROM THE ATTONEY GENERAL OF THE STATE OF FLORIDA AS TO WHETHER MARK MERWITZER HAS BEEN SWORN INTO THE OFFICE OF VICE MAYOR; AND PROVIDING AN EFFECTIVE DATE. (Sponsored by Councilmember Steve Cody)

eComment: I am Orestes Mayo at 8495 SW 174 ST commenting on 4C I thought I had sent this but it was not read out so I am sending it again. Sorry, new to this. Thank you. I am concerned about the expenditure of village funds on an item related to Mr. Merwitzer's swearing-in. This matter has already cost the village over $6,000, and I believe it is a frivolous use of taxpayer money. Independent legal counsel, as well as the village attorney, have confirmed that Mr. Merwitzer was properly sworn in. Therefore, I question the necessity of further investigation or action on this matter. I find Mr. Cody's approach, which relies on a hypothetical 'if' statement, to be unproductive and a waste of resources. His remarks appear to violate the agenda's prohibition against impertinent and slanderous statements. I urge the board to vote against this item and cease the further expenditure of taxpayer funds on this matter.

Meeting Date	3/18/2025
Meeting Type	Regular Council Meeting
The box below must be checked for Zoning Hearings ONLY	Check here if you affirm that the information provided herein is true and accurate
Name	Marcela Gutierrez
Email Address	andrest@bellsouth.net
Address	15921 SW 87 ave
City	Palmetto Bay
State	Florida
Zip Code	33157
Phone Number	3057530510
Meeting Agenda Link	Agenda Center

(Section Break)

General Public Comments - "Requests, Petitions & Public Comments Submitted"	I am requesting to all council members to vote in favor of traffic calming studies that include 87th Ave. A few weeks ago we had a tragic accident involving a cyclist on 160th St. and 84th Ave. We will see a lot of these accidents happening with these new bridge being built. I am asking all of you too include 87th Ave. in the new studies. Thank you, Marcela Gutierrez.

Meeting Date	March 18, 2025
Meeting Type	Regular Council Meeting
The box below must be checked for Zoning Hearings ONLY	*Field not completed.*
Name	Renee Reichling
Email Address	reneereichling@gmail.com
Address	8640 SW 160 Street
City	Palmetto Bay
State	FL
Zip Code	33157
Phone Number	(305)219-9309
Meeting Agenda Link	Agenda Center
(Section Break)	

General Public Comments - "Requests, Petitions & Public Comments Submitted"	Respectfully request an Independent traffic study be performed to determine the impact the proposed/currently being built bridge on SW 87th Avenue in Palmetto Bay. Please have this study performed before the bridge is completed. Thank you!

Meeting Date	March 28, 2025
Meeting Type	Regular Council Meeting
The box below must be checked for Zoning Hearings ONLY	Check here if you affirm that the information provided herein is true and accurate
Name	Debby Hutchins
Email Address	Debbyhutchins@gmail.com
Address	16100 SW 87 AV
City	Palmetto Bay
State	FL
Zip Code	33257
Phone Number	*Field not completed.*
Meeting Agenda Link	Agenda Center

(Section Break)

General Public Comments -"Requests, Petitions & Public Comments Submitted"	Please have the Village conduct a traffic study, not the county. Please do this before construction is complete and include how all the navigation aps will effect the already increased traffic on SW 87 AV.



AGENDA ITEM NO. 5.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Missy Arocha, Village Manager's Office
ITEM TYPE:	Report
AGENDA SECTION:	VILLAGE MANAGER'S REPORT
SUBJECT:	Departmental Updates
SUGGESTED ACTION:	

ATTACHMENTS:
Manager's Report

Manager's Report

FINANCE

March

- The expenditures in March 2025 were $ 1,137,866.30, 5.12% of the total budget, compared to budgeted expenditures of $1,852,763, a surplus of 3.21% for the month. Please note that this analysis is based on a straight-line allocation of the budget for the year, which is $1,852,763 or 8.33% per month. This does not consider the timing of expenditures such as Police, which is billed quarterly, annual bond payment or seasonal events such as Summer Camp or Village events.

- YTD the Village has spent $ 8,204,816 or 36.90% compared to budgeted expenditures of $ 11,116,578 or 50.00%. If Police were included at $2,292,011 for the 2nd quarter, YTD expenditure would be $10,496,827 or 47.21%. This deferred expense would put the Village at a 2.79% surplus or approximately $620,305.

- Manager's Reportable Checks:

Check Transfer Date	Check Transfer #	Vendor Name	Description	Total Amount
3/7/2025	46543	BEEFREE, LLC.	FREEBEE RIDE 02/01-02/28	$19,087.20
3/7/2025	46548	Metro Express, Inc.	SIDEWALK IMPROVEMENTS - 2024-2025	$15,125.00
3/7/2025	46590	TREESOURCES, LLC	SHADING PALMETTO BAY - TREE PLANTING	$110,367.97
3/14/2025	46596	CBIZ CPAS P.C.	AUDIT SERVICES RELATED TO FY ENDED 09/30/24	$15,010.00
3/14/2025	46601	FLORIDA MUNICIPAL INSURANCE	FMIT 1028 3RD INSTALLMENT FY 24/25	$248,408.50
3/14/2025	46604	NXT GEN TECHOLOGIES, INC.	ARTIC WOLF - MDR - 2024-2025	$30,538.00
3/14/2025	46612	THE BANK OF NEW YORK MELLON	SERIES 2021A VILLAGE OF PALMETTO BAY - DEBT SERVICE INTEREST	$146,716.48
3/14/2025	46639	THE STREET PLANS COLLABORATIVE	SAFE STREETS AND ROADS FOR ALL (SS4A)	$51,469.96
3/14/2025	46646	WSP USA INC.	RESILIENCE ACTION PLAN: TASK 1-TASK 11	$18,346.09

3/19/2025	46649	USA AMBU BUS AND TRUCKS CENTER	IBUS REPAIR 2/13 - ACCIDENT 1/14/25	$15,349.06
3/21/2025	46666	WAYPOINT CONTRACTING, INC.	DESIGN-BUILD - MULTI-PURPOSE RECREATIONAL FACILITY - CORAL REEF PARK	$66,661.50
3/21/2025	46688	HAHN CONSTRUCTION ENGINEERING	CARTEE RD. NEIGHBORHOOD WATER MAIN EXTENSION	$204,203.13
3/28/2025	46716	CALVIN GIORDANO & ASSOCIATES	PUBLIC SERVICE PERMITTING AND INSPECTIONS FY 24/25	$17,016.47
3/28/2025	46720	HARTEC GROUP, INC.	PAVING & DRAINAGE IMPROVEMENTS - SUB BASIN 57/96	$409,939.25

IT DEPARTMENT

March

1. Help Desk statistics:
    a. 588 work orders received
        I. 272 (46%) created by Village systems and cybersecurity notifications.
        II. 316 (54%) created by staff.
    b. 568 work orders closed
        I. 97% close-out rate.
2. Cybersecurity evaluation 90% complete. Pending on-site visit and facility tour, then final comprehensive report.
3. Network infrastructure reorganizations underway.
4. Final evaluations of potential Parks Management Systems complete.
5. Continued evaluations of HRIS systems.

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Upcoming Goals

1. Network infrastructure reorganizations
    a. PBP, CRP, THL, 900 PCH to be completed by end of April.
    b. Village Hall to be completed by end of May.
2. Presentation of cybersecurity comprehensive report.
3. Completion of fiber internet installations at PS, PBP, THL for more resilient, weather-resistant internet services.

HUMAN RESOURCES

March

- 8 Recruitment Ad
  - Principal Planner (2/5/2025 – Open Until Filled)
  - Zoning Administrator (2/18/2025 – 3/25/2025)
- 71 Applications Reviewed
- 3 Interviews scheduled
  - Principal Planner (Planning and Zoning)
- 1 Pre-Employment Meetings
- 1 New Hire
- 7 Vacancies
- 1 Training Sessions
- 0 Separation of Employment
- 5 Transfers/Updates/Evaluations

4 Full-time positions:		
Department	**Position**	**Status**
Planning & Zoning	Zoning Administrator (1) *In budget as Zoning & Licensing Specialist*	Interviews scheduled for 4/18/2025
Parks & Recreation	Maintenance Worker I (1) and II (2)	Director reviewing applications
2 Part-time positions		
Parks & Recreation Parks & Recreation	Recreation Planner (1) Parks Service Aide (1)	Advertise 4/8/2025 – 4/22/2025 Schedule for advertisement 4/16-30

Positions in Pre-Employment		
1 Full-time position:		
Department	**Position**	**Status**
Planning & Zoning	Principal Planner (1) *(in budget as Planning Division Manager)*	Pre-employment process underway. Anticipated start date of 4/28/2025.

8 Full-time positions:		
Department	**Position**	**Status**
Village Clerk	Admin. Assistant (1)	On hold per VC
Public Services	Administrative Aide (1)	Pending further direction from Director
	Maintenance Worker II (1)	On hold per VM
	Tree Trimmer (1)	On hold by Dept. Director
	Maintenance Worker I – Facilities (2)	On Hold per VM
Parks & Recreation	Parks & Recreation Supervisor (2)	Hold by Dept. Director until FY2025-26

COMMUNICATIONS

March

- 104 FB/Twitter Postings (including event and meeting postings)
- 9,934 FB Followers
  - 116 New FB followers
- 7,435 Instagram Followers
  - 256 New IG Followers
- 5,287 Email Subscribers
- 11 Videos Produced
  - CRS Savings
  - Annual Picnic
  - Spring Recycling
  - Battle of the Buns Reel
  - Inside Palmetto Bay Full Episode
  - 5 Inside Palmetto Bay Reels
  - History Tour Reel
- 2 Village Vibes Bi-Weekly E-Newsletters
  - 3/1 Village Vibes
  - 3/15 Village Vibes
- 19 Promotional/Informational Campaigns – **51 Posts**
  - Woman History Month – 5
  - Annual Picnic – 3
  - Tree of the Year – 4
  - Art Exhibition – 2
  - Battle of the Buns – 7
  - Safe Streets – 5
  - Transportation Survey – 2
  - Teen Talk – 1
  - Earth Day – 1
  - Mayor Environmentalist – 3
  - Spring Recycling Drive – 2
  - Inside Palmetto Bay – 5
  - Invasive Species – 2
  - D9 Night – 2
  - Internation Fest – 1
  - Trees and Treats – 3
  - Pickleball – 1
  - Marlins Senior Day Out – 1
  - Morning with Medics – 1
- Meetings Broadcast: **3**

- 3/7 Regular Council Meeting
- 3/10 COW
- 3/18 Special Council Meeting

➢ Events Attended/Promoted: **11**
- 3/1 Annual Picnic
- 3/1 Flag Retirement
- 3/5 Holy Rosary Career Day
- 3/7 UM Mayor Visit
- 3/10 Annual Kickball
- 3/14 Orange Bowl Soft Ball
- 3/18 Mayor visits Italian Class
- 3/18 A Night in D9
- 3/21 Palmetto Women's Union Club
- 3/24 Safe Streets Walk about
- 3/26 Miami Kidney Walk

➢ Baybot User Interactions: **184**

GRANTS

March

- New Grant Applications (2)
  - ➢ FDEM HMGP Watershed Planning Program – Stormwater Master Plan 2026 Update
  - ➢ Florida Recovery Obligation Calculation (F-ROC) Abatement Activities

- Closed Grants (0)

- Grants Approved (0)

- Active Grants (10)
  - ➢ Sub-Basin 43 (Hazard Mitigation Grant Program) – pending reimbursement 2
  - ➢ Sub-Basin 43 (State Appropriation)
  - ➢ Sub-basin 44 (State Appropriation)
  - ➢ Sub-Basin 57/96 (State Appropriation) - Agreement #LPA0359 reimbursement received 2/26
  - ➢ Coral Reef Park Trail Renovations - Recreational Trails Program (RTP) - pending RFR and closeout
  - ➢ Palmetto Bay Park Improvements, Phase 1- Florida Recreation Development Assistance Program (FRDAP) – pending RFR and closeout
  - ➢ Safe Street 4 All (SS4A) – VOPB Street Safety Action Plan Development – RFR submitted February, reimbursement March 4
  - ➢ Assessment and Planning for a Resilient Palmetto Bay (comprehensive vulnerability assessment) – pending RFR
  - ➢ Florida Recovery Obligation Calculation (F-ROC) – Abatement Activities feedback pending
  - ➢ Transportation Planning Organization – Multimodal Transportation Master Plan

PARKS & RECREATION

March

Palmetto Bay Park

- Ballet At the Park: Mondays - Thursday 4pm - 8pm
- Ballet At the Park: Friday Adult and Private Lessons 12pm – 6pm
- I9 Sports: on Saturdays and Sundays 8am - 2pm
- MJ Hoops: Tuesdays, Wednesdays, and Thursdays 5:45pm & 8:30pm
- Juventus Soccer Club: Mondays & Wednesdays 4pm-6pm. Saturdays 2pm - 6pm
- Bay Lions Soccer Club: Tuesday & Thursdays 4pm-6pm
- Travel Softball: Stingrays. Rock Gold, Contenders, Lady Canes: Monday/Friday 4pm, 6pm & 8pm
- Baptist Health Senior Stretch Exercise Class: Mondays 10:30am & 11:30am
- Howard-Palmetto Baseball Softball Association Rec Ball - Monday through Sunday
- Pickleball Reservations: 3
- Total Softball Games: 116
- Total Softball Practices: 98
- Total Pavilion/Rec Room Rentals: 4
- Kick CF Kickball tournament: March 8th, 8:30am – 8pm
- Orange Bowl Florida Fast Pitch Tournament: March 13 – 15
- Senior Pickleball Picnic: March 20th 10am - 1pm

Coral Reef Park

- Palmetto Bay Soccer games on Fridays and Saturdays: 136
- Bay Lions Soccer Club games on Saturdays and Sundays: 76
- Junior Team Tennis- Saturdays 8am-2pm
- Phoenix Volleyball: Tuesday and Thursday, 4:30pm to 6pm
- Howard Palmetto Baseball (T-Ball) - Saturdays 8:30am to 10am: 132
- Miami Palmetto Baseball – 56
- Orange Ball and Green Ball Tennis, Tuesdays and Thursday 4pm–6:30p: 52
- Pickleball Reservations – 0
- Tennis Court Rentals: 439
- Picnic Areas/Pavilion/Gazebo Rentals: 22
- Baurball Soccer Training, Weekdays 4 - 6pm
- Beast Volleyball Monday, Wednesday and Friday 5 - 6pm
- Annual Picnic: March 1st 11am – 2pm
- Samantha's Purpose Walk: March 9th, 8am
- Miami Kidney Walk: March 23rd, 8:30am

Perrine Community

- 2 Programs

Ludovici Park

- 6 Programs
- 0 Rentals

Thalatta Estate

- 3 Programs
- 9 Rentals
- 13 Photoshoot
- 2 Rehearsals

Fee Waivers- Requested and Granted in March 2025

Group Name	Date	Time	Location	Type of Event	Total Value Granted	Date of Request
Jack & Jill of America	Sunday 04-27-25	9am-1pm	EAF Community Room	Meeting	$ 502.00	3/7/2025
Palmetto Bay Academy	Friday 5-19-25	10am-2pm	Palmetto Bay Park-Picnic Pavilion	School Field Trip	$ 185.00	3/7/2025
Fischer First Generation Scholarship	Wednesday 5-7-25	2pm-6pm	Perrine Community House	Scholarship Presentation	$ 385.00	3/7/2025
Turtle Team	Sunday 4-6-25	1pm-4pm	EAF Community Room	Annual Meeting of Youth Board	$ 385.00	3/18/2025
Blue Line Angels	Sunday 4-12-25	6pm-10pm	Perrine Community House	Passover Seder	$485.00	3/18/2025

2025 Upcoming Events/Programs/Projects

Palmetto Bay Park

- Ballet At the Park: Monday – Thursdays – Youth
- Ballet At the Park: Fridays – Adult and Private Lessons
- I9 Sports: Saturdays & Sundays 8am-2pm
- MJ Hoops: Tuesdays, Wednesdays, Thursdays 5:45pm-8:30pm
- Juventus Soccer Club: Mondays & Wednesdays 4pm-6pm; Sundays 10am-5pm
- Bay Lions Soccer Club: Mondays & Wednesdays 4pm-6pm
- High School Softball games and practices: Palmetto HS, Westminster Christian School, Lourdes and LaSalle, Somerset and School House Prep
- Howard Palmetto Baseball Softball Association play-offs TBA
- Travel Softball: Stingrays: Monday-Friday 6pm & 8pm
- Senior Pickleball Picnic: March 20th 10am-1pm

Coral Reef Park

- Palmetto Bay Soccer – Friday and Saturday
- Bay Lions Soccer Club games on some – Saturday and Sunday
- Junior Team Tennis – Saturday 8am-2pm
- Phoenix Volleyball: Tuesday and Thursday 4:30pm-6pm
- Miami Palmetto Baseball Season begins January 13th, 2025
- Orange Ball and Green Ball Tennis - Tuesdays and Thursday; 4pm-630pm
- Baurball Soccer Training Weekdays 4pm-6pm
- Farmers Market – Sundays 10am-4pm
- Beast Volleyball – Monday, Wednesday and Friday; 5-6pm
- Phoenix Volleyball, Tuesday and Thursday, 5-6:30pm
- TTT Fitness, Monday - Thursday, Saturday 9am-10am and 5pm-6pm

Perrine Community House

- 2 Program
- 0 Rental
- 1 VPB

Thalatta Estate

- 3 Rental
- 0 Rehearsal
- 1 Photoshoot
- 6 Programs

Ludovici Park

- Italian Classes for Kids – every Saturday at 9 AM
- Cutler Bay Community Theater – every Monday at 7pm
- Core and Stretch Class – every Wednesday at 10:30am
- Yoga by the Bay – May 18th, 9:30am – 10:30am
- VPB Library Teen Advisory – every Wednesday at 4pm
- VPB Library Book Club – every third Thursday at 6pm
- Garden Club – every fourth Tuesday at 6pm
- PBBA – every first Thursday at 12pm
- 3 Rental
- 6 Programs

Park Projects

- **Palmetto Bay Park Irrigation Redesign** – Calvin Giordano
  - 12/13/2024 submittal package for Building Department review
  - 4/2025 Release RFP
  - 5/2025 Bid evaluation and recommendation
  - 6/2025 Village Council for approval
  - 9/2025 Installation

- **Coral Reef Park – Design-Build Recreation Center**
  - Execution of design-Build Contract with Waypoint Construction January 2024
  - Currently under construction
  - Expected Date of Completion - December 2025

- **Coral Reef Park Pineland and The Woods**
  - Task 4-continue management of rock pineland
  - Prescribed burn: In consultation with Miami Dade's Division of Natural Areas Management regarding readiness and timeline for prescribed burn.

- **The Woods**
  - Working on possible grant opportunity
  - Currently developing RFP

Capital Projects:

Veteran's Park
- 100% Plans Received December 2024
- Kimley Horn Currently working on permits
- RFP for construction of Phase 1 to be Released 2025
- Woody Williams Foundation for the Gold Star families Memorial Monument – Under Contract and ordered

Palmetto Bay Park Scoreboards
- Approval by Village Council – i2 Visual, Inc
- Execute Contract 2/27/2025
- Completion with 180 days

Palmetto Bay Park – New Mower
- Projected delivery November 2025

Pickleball Center
- Currently evaluation for possible indoor facility
- April 7, 2025, Council consideration of unsolicited proposal
- Approved to follow the State Statue 255.065 for the UP process

Parks Tractor
- Village Council approved February 3, 2025
- Purchase Order issued and ETA pending

Coral Reef Park Playground Improvements
- 12/9/24 approved by Village Council
- 1/25 processing contract and purchase order
- Awaiting manufacturing/delivery/installation dates

Skate Park – Palmetto Bay Park
- Release RFP February 2025
- Pre-submission Meeting 2/18/2025
- Received 2 Proposals on 3/7/2025
- Proposal under evaluation

Thalatta Enclosed Pavilion Design
- 2/25 Procure a professional consultant for design of enclosed pavilion
- 3/4/2025 On-site meeting with Chisholm Architects
- 3/12/2025 Received Proposal from Chisholm Architects

- Reviewing Proposals for possible reduction of scope

PUBLIC SERVICES

March

- **Freebee Ridership:**

2336 Completed Rides (C.R.)
2655 Total Passengers
Ridership has increased by 746 C.R since January and increased by 715 C.R. since February

- **IBus Ridership:**

697 A.M. Route
689 P.M. Route **Total: 1,386 Riders**
Ridership has decreased by -291 since January and decreased by -67 since February

- **Facilities Maintenance Division**

124 Open Work Orders – *21 more than January* *9 more than February*
129 Closed Work Orders – *43 more than January* *4 more than February*

- **Public Works**

8 - Signs Repaired/Installed	*3 more than January*	*1 more than February*
2 - Graffiti Removal	*0 same as January*	*0 same as February*
3 - Pothole/Shoulder Repairs	*-4 less than January*	*-2 less than February*
12.29 - Tons of Debris/Trash Removal	*-9.11 less than January*	*-4.04 less than February*
88 - Drain Cleaning/Repairs (inlet tops)	*58 more than January*	*48 more than February*
267 - Linear feet of sidewalks installed	*197 more than January*	*-283 less than February*
0.00 - Paving Linear ft	*0 same as January*	*0 same as February*
9 - Sidewalks inspected	*-36 less than January*	*-1 less than February*
20 - Drainage Inspection	*-3 less than January*	*1 more than February*
74 - Catch Basin	*54 more than January*	*34 more than February*
1 - Outfalls	*1 more than January*	*1 more than February*
4055 - Linear Feet Pipe	*4055 more than January*	*3410 more than February*
0 - Canal Cleaning/ Clearing	*0 same as January*	*0 same as February*
0 - Flooding Investigations & Resolutions	*0 same as January*	*0 same as February*
5 - Complaints Reported to MDC	*4 more than January*	*-2 less than February*
304 - Trees/Shrub Trimming/Removal	*25 more than January*	*86 more than February*
465 - Tree & Landscaping Inspections	*36 more than January*	*86 less than February*

Capital Projects

- SW 174TH Street Complete Streets; Permeable pavers have been installed and balance of pending concrete curbs. Westbound lane paving operation has commenced.

- Radar Speed Sign Installation for SW 173RD Street EB (East of SW 77TH Avenue), has received a pushback from the property owner. (Status ON HOLD).
- N Cartee Rd Water Main. Construction of Water Main along SW 68TH Avenue substantially complete.
- Work on Sidewalk Repairs for FY24-25 (On-going).
- Florida Sidewalk Solutions has commenced sidewalk grinding operations.
- Drainage Sub Basin 57/96. Contractor has started asphalt aprons and swale preparation/sodding. After that pavement restoration will commence. Anticipate substantial completion in April/May 2025.
- Drainage Sub Basin 44 Construction has commenced. Working on drainage installation along SW 164TH Street, East of SW 76TH Avenue.
- FY24-25 Traffic Calming Item approved. Traffic Data collection scheduled for Weeks of April 28th and May 5th.
- SS4A and Multi-Modal Transportation Master Plan projects ON-GOING. Upcoming Public Outreach Events: Modal Min-Workshop Schedule, April 30th @ 6 PM, Transit at Perrine Community House, Safe Routes to School/Traffic Calming, May 1st @ 6PM, Coral Reef Elementary Cafeteria, and Biking/Walking May 3rd@ 11am, Deering Estate Visitors Center.
- Continuing Funding/State Appropriations/Grant Pursuits for Drainage Sub Basin ‘s 43, 41, 12, & 11 and SW 92ND Avenue Complete Streets Project.
- SW 82ND Avenue Bike Lanes currently working towards permit set drawings/Miami Dade County approval.
- Sub Basin 42; Consultant working on permit set drawings and Miami Dade County approval.
- Sub Basin 39 permit drawings still pending Miami Dade approval. The county has requested additional storm modeling.
- Installation of FY24-25 Traffic Calming Devices. Will be ordering additional temporary speed tables, $25K.
- The installation of 2-Hr Parking Signs around Palmetto Bay Station has been completed. Planning the installation of Parking Signs for SW 174TH Street. I reached out to request information on Pay-by-Phone Website. Will keep you posted.
- GIS (Stormwater and Trees Layers), accounts, training, etc., complete. Started working on Stormwater, have entered Stormwater 2024 data through August 2024.
- Received Skid Steer and Landscape Dump Truck. Pending trailer from Kelly Tractor.

Upcoming Projects - May

- Coordinate/Prepare ITB for Painting of Village Hall.
- Need to complete Lighting Upgrades at Thalatta for 40-year inspection recertification.
- Coordinate/Prepare ITB for Public Services Parking Lot Improvements
- Advertise Storm Water Engineer Position/Coordinate Post with Human Resources
- Coordinate/Prepare ITB for Coral Reef Park Boat Ramp Improvements.

POLICE

March

- Citizen's Crime Watch of Miami-Dade County Meeting
- Southeast Florida Crime Prevention Association Meeting
- DARE class at Christ Fellowship
- Officer Friendly classes at Howard Drive, Coral Reef and Perrine Elementary Schools
- Youth Crime Watch at Howard Drive and Coral Reef Elementary Schools
- Village of Palmetto Bay Picnic
- Crimes/Calls for Service:
    - 1 Auto Thefts
    - 1 Commercial Burglaries
    - 2 Residential Burglaries
    - 5 Vehicle Burglaries
    - 0 Robbery
    - 14 Domestic Dispute/Disturbance
    - 6 Baker Acts
    - 30 Crashes

May Upcoming Events

- Southeast Florida Crime Prevention Association Meeting
- Citizen's Crime Watch of Miami-Dade County Meeting
- DARE class at Christ Fellowship
- Officer Friendly classes at Howard Drive, Coral Reef, and Perrine Elementary Schools
- Youth Crime Watch at Howard Drive and Coral Reef Elementary Schools
- Cub Scout Show and Tell at the Policing Unit
- Resident Crime Watch Meeting
- Howard Drive 5th grade field trip
- First Aid Training classes

PLANNING & ZONING

March

FY2024 – 2025 Budgeted Projects

- Business Improvement Grants
    - Staff continue to promote this program through social media posts and Code Compliance information flyers.
    - Application now available online Village website

- CRS
  - Insurance discounts will be effective April 2025
  - Video out now on social media!
  - Working with WSP on reducing rank from #5 -> #4

- Resilience Action Plan
  - Adaptation Plan underway
  - Final Vulnerability Assessment to be completed and presented to Council for approval in June 2025, Regular Council Meeting
  - Planning for the last Steering Committee meeting around end of April
  - Delayed data from WASD

- Village Hall Butterfly Garden
  - Phase #1 nearly complete
  - Pump station at VH 100% up & running
  - phase#2 (entire Village Hall irrigation system repair and replacement) takes place FY25

- AIPP
  - SW 152 Street & Old Cutler Road Call to Artist
  - AIPP Board selected top artist on March 13, 2025, AIPP meeting, presenting for Council approval on April7, 2025, Council Meeting

- Village Hall Solar Panels
  - Repairs to be completed onsite during the week of March 31st
  - Savings of over $90,000!

- Resiliency Committee
  - Next meeting: Thursday, April 24th, 2025
  - Working with Committee to create educational videos on social media with help from Communications
  - New plastic recycling challenge initiated by Committee
  - Launching day of recycling drive-thru

- Recycling Drive
  - Spring Recycling Drive-Thru: April 26, 2025, all vendors confirmed!
  - New plastics challenge launching day of recycling drive-thru
  - New section for reusing/repurposing musical instruments, music books, sheets
  - Over
  - Working with Grants to completely fund Fall 2025 Recycling Drive-Thru

- Building Division Software
  - Building Permit and Inspection software building is underway. Expected to launch 2025.

Reviews, Applications, and Public Meetings

- Comprehensive plan Update
  - The transmittal package was sent to the State Land Planning Agency and reviewing agencies on February 3, 2025. Met with FDOT and State Land Planning Agency. Responded to FDOT. Working on responses to MDC and State Land Planning Agency.

- Administrative Review Applications received:
  - None

- Administrative Variance Review Applications Received:
  - None

- Administrative Site Plan Review Applications Received:
  - None

- Zoning Hearing Applications Received:
  - PL-25-002 Franc Final Plat

- April 21, 2025 – Zoning Hering
  - RZ-23-004 Fairchild Bay Subdivision LLC rezoning AG to EM (Court Order)
  - VPB-19-006 George Casali rezoning from AG to R1
  - PL-25-001 Park View at Palmetto Bay Final Plat
  - V25-001 Jose Lopez Fence Height Variance
  - V25-002 Moyra Zimerman Enclosure of Nonconforming Structure Variance

- Business Tax:
  - Renewals: 31
  - New: 8

- Building Division
  - Received 303 permits applications.
  - 260 residents and contractors visited the Division.
  - Inspections completed:
    - Building: 561
    - Mechanical: 30
    - Electrical: 84
    - Plumbing: 66
    - Zoning: 66

Total: 807

- Code Compliance Division
  - Common violations: property maintenance, residential and commercial
  - New cases: 53
  - Close Cases: 28
  - Citations Issued: 23
  - Special Master cases: 0

Upcoming Events

- April 7, 2025, Hybrid Regular Council Meeting
- March 13, 2025, Art-in-Public Places Advisory Board Meeting
- April 28, 2025, Special Council Meeting
- April 15, 2025, Special Master Hearing
- April 21, 2025, Zoning Hearing
- April 24, 2025, Resiliency Committee Meeting
- April 26, 2025, Spring Recycling Drive-Thru

AGENDA ITEM NO. 6.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Missy Arocha, Village Attorney's Office
ITEM TYPE:	Report
AGENDA SECTION:	VILLAGE ATTORNEY'S REPORT
SUBJECT:	Monthly Report
SUGGESTED ACTION:	

ATTACHMENTS:
Attorney Report (APR 2025)

ATTORNEY REPORT
APRIL 2025

1. Memo re: Diadem and Charter lease/license provision
2. Foundation Email
3. Review and Amend Farmer's Market Agreement
4. Review Diadem Management Agreement
5. Coral Reef Concession Agreement Taxes Issue
6. Write Contracts for in-house surveyors
7. Home Run Financing proposal review
8. Review All Public Notices
9. Review All Public Record Requests
10. Florida Ethics Commission/Federal Ethics Commission
11. Diadem Meeting at the "Fort"
12. Review Cody lawsuit and retain counsel
13. Check Deadline for Amended Campaign Reporting
14. Review Pickleball RFP
15. Prepare/Review Ordinances and Resolutions
16. Prepare 87th Ave. Bridge Ethics Complaint

AGENDA ITEM NO. 7.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Missy Arocha, Village Clerk's Office
ITEM TYPE:	Report
AGENDA SECTION:	VILLAGE CLERK'S REPORT
SUBJECT:	Calendar Update: May 2025
SUGGESTED ACTION:	

ATTACHMENTS:
Calendar May 2025

Village of Palmetto Bay
Village Hall Municipal Center
9705 East Hibiscus Street, Palmetto Bay, FL 33157

PUBLIC MEETINGS CALENDAR
MAY 2025

- **Parks & Recreation Committee Meeting**
  Thursday, May 1st at 7:00 PM *(Village Hall)*

- **South Dade Mayor's Coalition Meeting hosted by Chamber South**
  Friday, May 2nd at 9:00 AM
  Chamber South – South Miami Office – 6410 SW 80th Street, South Miami, FL

- **Regular Council Meeting**
  Monday, May 5th at 7:00 PM *(Village Hall)*
  (Awards and recognitions will begin at 6:30 PM)

- **Law Enforcement Appreciation Day** *(Village Hall is Closed)*
  Friday, May 9th

- **Meeting of the Palmetto Bay Foundation, Inc.**
  Monday, May 19th at 6:00 PM *(Village Hall)*

- **Zoning Hearing**
  Monday, May 19th at 7:00 PM *(Village Hall)*

- **Memorial Day** *(Village Hall is Closed)*
  Monday, May 26th

- **Education Advisory Committee Meeting**
  Tuesday, May 27th at 6:30 PM *(Village Hall)*

- **Charter Revision Commission Meeting**
  Wednesday, May 28th at 6:00 PM *(Village Hall)*

- **Art-in-Public Places Advisory Board Meeting**
  Thursday, May 29th at 6:00 PM *(Village Hall)*

***The public meetings calendar is subject to change*.**
For the most current information, please visit the calendar on the Village website at: www.palmettobay-fl.gov.

AGENDA ITEM NO. 11.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Ordinance
AGENDA SECTION:	ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS
SUBJECT:	AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REGARDING FINANCE; CREATING NEW SECTION 2-161 TO ARTICLE VI, "FINANCE" AT DIVISION 1 STYLED "GENERALLY", REGARDING COUNCIL-SPONSORED PROGRAMS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (*Sponsored by Mayor Karyn Cunningham)*
SUGGESTED ACTION:	

ATTACHMENTS:
Ord-Budgetary Council Programs

ORDINANCE NO. 2025-___

AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REGARDING FINANCE; CREATING NEW SECTION 2-161 TO ARTICLE VI, "FINANCE" AT DIVISION 1 STYLED "GENERALLY", REGARDING COUNCIL-SPONSORED PROGRAMS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Mayor Karyn Cunningham)*

WHEREAS, the Village of Palmetto Bay (the "Village") is a municipality located in Miami-Dade County, Florida; and

WHEREAS, public workshops and public hearings as required by Section 200.065, Florida Statutes, are held by the Village Council before the adoption of the annual budget; and

WHEREAS, the amount of funds available from taxation, of non-ad-valorem revenues and fund balance equals the total appropriations for expenditures and reserves; and

WHEREAS, in the interest of fiscal accountability and transparency, the Village Council desires to have a formal process for any Council initiated or sponsored item that cost in excess of $25,000; and

WHEREAS, the Mayor and Village Council desire to approve the proposed modification to the Village Code of Ordinances to affect accountability and transparency.

NOW, THEREFORE, BE IT ENACTED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY OF MIAMI DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by reference.

Section 2. Section 2-161 at Article VI, Division 1 is hereby created as follows:

Section 2-161: Council Sponsored Programs:

(i) Any recommendations for programs, projects, or initiatives by Council without an appropriation in the current fiscal year budget and over $25,000 must be brought forward as part of the budget process for the next fiscal year in the appropriate Fund.

(ii) If the Council-sponsored item is over $25,000 but deemed an emergency by a majority vote of the Council, the Village Manager will follow Section 2-175 of the Procurement Process and seek funding to implement the recommendation.

(iii) If the Council-sponsored item is under $25,000 and surplus funding is available per the estimated actuals of the latest fiscal year budget to actuals, and receives a majority vote of the Council, the recommendation will be implemented by the Village Manager.

Section 3. If any section, clause, sentence, or phrase of this ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, the holding shall not affect the validity of the remaining portions of this ordinance.

Section 4. This Ordinance shall take effect immediately upon passage at second reading

PASSED ON FIRST READING this ____ day of May, 2025.

PASSED AND ADOPTED ON SECOND READING this ____ day of June, 2025.

Attest: _____ _____

Missy Arocha **Karyn Cunningham**
Village Clerk **Mayor**

Additions shown by underlining and deletions shown by ~~overstriking~~.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____

John C. Dellagloria
Village Attorney

VOTE ON FIRST READING:

Mayor Karyn Cunningham ___

Council Member Steve Cody ___

Council Member Marsha Matson ___

Vice-Mayor Mark Merwitzer ___

Council Member Patrick Fiore ___

FINAL VOTE AT ADOPTION ON SECOND READING:

Mayor Karyn Cunningham ___

Council Member Steve Cody ___

Council Member Marsha Matson ___

Vice-Mayor Mark Merwitzer ___

Council Member Patrick Fiore ___

AGENDA ITEM NO. 11.B

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Ordinance
AGENDA SECTION:	ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS
SUBJECT:	AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO VERIFICATION OF RESIDENCY FOR ELECTED OFFICIALS; AMENDING CHAPTER 2 OF THE VILLAGE CODE OF ORDINANCES TO ADD SECTION 2-25 ESTABLISHING ANNUAL RESIDENCY VERIFICATION REQUIREMENTS AND A RESIDENCY CHALLENGE PROCESS FOR COUNCIL MEMBERS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*
SUGGESTED ACTION:	

ATTACHMENTS:

Ord-Residency Requirements

ORDINANCE 2025-___

AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO VERIFICATION OF RESIDENCY FOR ELECTED OFFICIALS; AMENDING CHAPTER 2 OF THE VILLAGE CODE OF ORDINANCES TO ADD SECTION 2-25 ESTABLISHING ANNUAL RESIDENCY VERIFICATION REQUIREMENTS AND A RESIDENCY CHALLENGE PROCESS FOR COUNCIL MEMBERS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. *(Sponsored by Vice-Mayor Mark Merwitzer)*

WHEREAS, Section 2.4 of the Village Charter requires that candidates for Mayor, Vice-Mayor, or Council member must be electors of the Village who have resided continuously in the Village for at least two years preceding their Qualifying Date; and

WHEREAS, Section 2.5(B)(1) of the Village Charter provides that the Mayor, Vice-Mayor or Council member shall forfeit his/her office if at any time during his/her term s/he ceases to maintain his/her permanent residence in the Village; and

WHEREAS, in the case of a Residential Area Council member, Section 2.5(B)(1)(b) of the Village Charter further requires that such Council member shall forfeit his/her office upon ceasing to reside in his/her respective Residential Area, with limited exceptions; and

WHEREAS, currently there exists no formal verification process to confirm ongoing compliance with these Charter-mandated residency requirements beyond an informal honors system; and

WHEREAS, residents of the Village have no means to independently verify that their elected officials maintain residency as required by the Charter; and

WHEREAS, the Village Council finds that implementing a straightforward annual verification process strikes an appropriate balance between ensuring Charter compliance and respecting elected

officials' privacy by not requiring the submission of utility bills, leases, or other personal financial documents; and

WHEREAS, public trust in local government is strengthened when residents have meaningful mechanisms to ensure elected officials comply with Charter-mandated residency requirements; and

WHEREAS, the Village Council determines that a formal residency verification process enhances transparency, accountability, and public trust in local government.

NOW, THEREFORE, BE IT ENACTED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are incorporated as if set forth in full.

Section 2. Chapter 2 of the Code of Ordinances of the Village of Palmetto Bay is hereby amended by the addition of Section 2-25 "Annual Residency Verification for Council Members" as follows:

Sec. 2-25. - Annual Residency Verification for Council Members.

(a) Purpose and Intent. The purpose of this section is to establish a formal process for verifying that elected officials maintain residency within the Village and, where applicable, within their respective Residential Areas as required by the Village Charter.

(b) Applicability. The provisions of this section shall apply to the Mayor, Vice-Mayor, and all Council members of the Village of Palmetto Bay.

(c) Annual Verification Requirement.

(1) The Village Clerk shall, once annually, send an Affidavit of Residency to each elected official via USPS Certified Mail with Restricted Delivery and "Delivery Instructions Requested" endorsement, prohibiting post office pickup and requiring delivery only to the physical address of record, addressed exclusively to the elected official and explicitly

prohibiting delivery to any agent or third party, at the address of record on file with the Village Clerk.

(2) The Affidavit of Residency shall:

(i) Be sent once annually during the calendar year as determined by the Village Clerk, with the first verification to be conducted in calendar year 2025 and continuing each year thereafter; and

(ii) Contain a statement affirming that the elected official maintains their permanent residence at the address where the affidavit is being delivered; and

(iii) For Residential Area Council members, include a statement confirming that the address is within their required Residential Area as defined in Section 2.3(C) of the Village Charter; and

(iv) Include a unique four-digit verification code written by the Village Clerk on the document prior to mailing; and

(v) Include a signature line for the elected official to execute in the presence of the Village Clerk, the clerk's designee who is a notary public, or a notary public; and

(vi) Include notification that the affidavit is being executed under oath, and knowingly making false statements may constitute perjury under Section 837.012, Florida Statutes; and

(vii) Include a statement that providing false information on the affidavit may constitute grounds for forfeiture of office pursuant to Section 2.5 of the Village Charter.

(3) Upon receipt of the Affidavit of Residency, the elected official shall:

(i) Execute the Affidavit of Residency in the presence of a notary public; and

(ii) Have the affidavit notarized at the time of execution; and

(iii) Return the executed and notarized affidavit, with the original verification code intact, to the Village Clerk within ten (10) calendar days of receipt; and

(iv) The Village Clerk shall verify that the returned affidavit contains the same verification code as was written on the original document prior to mailing.

(4) The Village Clerk shall verify USPS tracking information for each Affidavit of Residency. If tracking information indicates the mail was picked up at a post office location rather than delivered to the address of record:

(i) The Village Clerk shall document this fact; and

(ii) The Village Clerk shall make one additional attempt to send the Affidavit of Residency via USPS Certified Mail with Restricted Delivery and "Delivery Instructions Requested" endorsement, with explicit written instructions to USPS prohibiting post office pickup; and

(iii) If the second mailing attempt also results in post office pickup rather than residential delivery, the Village Clerk shall report such fact to the Council at its next regular meeting; and

(iv) Multiple instances of post office pickup rather than residential delivery may be considered evidence that the elected official may not maintain residency at their address of record, which may serve as grounds for the Council to initiate a formal residency investigation pursuant to section (g) of this ordinance.

(5) In the event USPS is unable to complete Restricted Delivery after their standard delivery or redelivery attempts after thirty (30) days:

(i) The Village Clerk shall document the failed delivery attempts based on USPS tracking information; and

(ii) The Village Clerk shall make one additional attempt to send the Affidavit of Residency via USPS Certified Mail with Restricted Delivery; and

(iii) If the second mailing attempt also fails, the Village Clerk shall report such fact to the Council at its next regular meeting. Multiple failed delivery attempts shall constitute prima facie evidence that the elected official may not maintain residency at their address of record, which may serve as grounds for the Council to initiate a formal residency investigation pursuant to section (g) of this Ordinance.

(6) Follow-up Verification for Moving Council Members. If a Residential Area Council member notifies the Village Clerk that they are in the process of relocating within their Residential Area but are temporarily residing outside their Residential Area but within the Village as permitted under Section 2.5(B)(1)(b) of the Village Charter, the Village Clerk shall:

(i) Document the notification including the date received and the temporary address; and

(ii) Ninety (90) calendar days after receiving such notification, send an additional Affidavit of Residency to the Council member at their new permanent address following the same procedures outlined in subsections (c)(1) through (c)(5) of this section; and

(iii) If the Council member fails to establish residency within their Residential Area after the 90-day period permitted by the Charter, the Village Clerk shall report such fact to the Council at its next regular meeting, which may serve as grounds for the Council

to initiate forfeiture proceedings pursuant to Section 2.5(B)(3) of the Village Charter.

(d) Records and Public Access.

(1) The Village Clerk shall maintain all executed Affidavits of Residency, USPS Restricted Delivery confirmation receipts and tracking information, documentation of any failed delivery attempts, and documentation of any second mailing attempts as official public records.

(2) Copies of executed Affidavits of Residency shall be made available to the public upon request in accordance with Florida's Public Records Law.

(e) Failure to Execute Affidavit.

(1) Any elected official who fails to execute the Affidavit of Residency after proper delivery shall be reported to the Village Council at its next regular meeting.

(2) Such failure or refusal may be considered by the Council as a basis for initiating forfeiture proceedings pursuant to Section 2.5(B)(3) of the Village Charter.

(f) Effect on Charter Provisions.

(1) Nothing in this section shall be construed to alter, amend, or replace the residency requirements or forfeiture provisions established in the Village Charter.

(2) This verification process shall be in addition to, and not in lieu of, any other process or proceeding regarding forfeiture of office as provided in the Village Charter.

(g) Residency Challenge Process.

(1) Filing a Challenge. Any qualified elector of the Village may file a written challenge to the residency of any elected official by submitting the following to the Village Clerk:

(i) A sworn affidavit stating the specific factual basis for believing the elected official does not maintain residency as required by the Village Charter; and

(ii) Credible documentary evidence supporting the challenge; and

(iii) A filing fee of $250, which shall be refunded if the challenge is determined to have merit.

(2) Preliminary Review. Within five (5) business days of receiving a challenge, the Village Attorney shall review the submission and determine whether:

(i) The challenge presents prima facie evidence that, if true, would indicate a potential residency violation; and

(ii) The challenge is supported by specific factual allegations rather than speculation or hearsay; and

(iii) The challenge is not duplicative of a previously resolved challenge based on substantially similar facts.

(3) Dismissal of Frivolous Challenges. If the Village Attorney determines the challenge fails to meet the criteria in subsection (2), the challenge shall be dismissed, and the filing fee shall be forfeited. The Village Clerk shall notify the challenger and the challenged official of the dismissal in writing.

(4) Investigation Process. If the challenge meets the criteria in subsection (2), the Village shall:

(i) Notify the challenged elected official in writing within three (3) business days; and

(ii) Allow the official fourteen (14) calendar days to submit a written response with supporting documentation; and

(iii) Engage an independent special counsel to conduct a confidential investigation.

(5) Investigation Standards. The special counsel shall:

(i) Complete the investigation within thirty (30) calendar days; and

(ii) Consider factors including but not limited to: voter registration, property records, utility bills, homestead exemption claims, driver's license address, mailing address for financial statements, physical presence, and intent to maintain residency; and

(iii) Prepare a written report with findings of fact and a recommendation; and

(6) Council Determination. The Village Council, excluding the challenged member:

(i) Shall review the special counsel's report; and

(ii) May hold a public hearing where both the challenger and the challenged official may present evidence, which the challenged official shall be entitled to request pursuant to Section 2.5(B)(3) of the Village Charter; and

(iii) Shall recognize that the burden of establishing compliance with residency requirements shall be on the Council member in question, consistent with Section 2.5(B)(3) of the Village Charter; and

(iv) Shall determine by majority vote of the remaining Council members whether the official meets the residency requirements, with the challenged Council member not voting on such matters; and

(v) If finding non-residency, shall make a final determination by resolution that the Council member has forfeited his/her office pursuant to Section 2.5(B)(3) of the Village Charter.

(vi) Consistent with Section 2.5(B)(3) of the Village Charter, all votes and other acts of the Council member in question prior to the

effective date of a resolution determining forfeiture shall be valid regardless of the grounds of forfeiture.

(7) Limitations on Challenges.

(i) No individual may file more than one residency challenge against the same official within a 12-month period unless based on new evidence not reasonably discoverable at the time of the prior challenge;

(ii) Challenges found to contain false information or otherwise unsubstantiated claims may result in the challenger being responsible for the costs of the investigation; and

(iii) No challenge may be filed within 90 days before a general Village election in which the challenged official is a candidate for reelection.

Section 3. Severability. The provisions of this Ordinance are declared to be severable, and if any sentence, section, clause, or phrase of this Ordinance shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses, or phrases of the Ordinance, but they shall remain in effect it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 4. Codification. It is the intention of the Village Council, and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the Village of Palmetto Bay, Florida, that sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Section 5. Effective Date. This Ordinance shall take effect immediately upon enactment at Second Reading.

PASSED ON FIRST READING this ____ day of _____, 2025.

PASSED AND ADOPTED ON SECOND READING this ____ day of _____, 2025.

Attest: _____ _____

Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____

John C. Dellagloria
Village Attorney

VOTE ON FIRST READING:

Mayor Karyn Cunningham ___

Council Member Steven Cody ___

Council Member Marsha Matson ___

Vice-Mayor Mark Merwitzer ___

Council Member Patrick Fiore ___

FINAL VOTE AT ADOPTION ON SECOND READING:

Mayor Karyn Cunningham ___

Council Member Steven Cody ___

Council Member Marsha Matson ___

Vice-Mayor Mark Merwitzer ___

Council Member Patrick Fiore ___

AGENDA ITEM NO. 12.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Fanny Carmona, Parks and Recreation
ITEM TYPE:	Resolution
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REGARDING PARKS AND RECREATION; AUTHORIZING THE USE OF PALMETTO BAY PARK AT NO COST ON MARCH 14, 2026, TO THE CYSTIC FIBROSIS FOUNDATION- CURE CF MIAMI FOR THE PURPOSE OF CONDUCTING A FUNDRAISING KICKBALL TOURNAMENT; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Parks & Recreation Director, Fanny Carmona)*
SUGGESTED ACTION:	

ATTACHMENTS:

Memo-Cystic Fibrosis Foundation Kickball Tournament 2026.doc
RESOLUTION-Cystic Fibrosis Kickball Tournament PBP 2026.doc
2026 Kick CF Kickball Tournament- Request.pdf
2026 Event-Facility Use Request Questionnaire.pdf
[EXT] 2026 Kick CF Kickball Tournament.pdf

To: Honorable Mayor and Village Council

Date: May 5, 2025

From: Nick Marano, Village Manager

Re: Fee Waiver to the Cystic Fibrosis Foundation – Cure CF Miami for March 14, 2026, Kickball Tournament at Palmetto Bay Park

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A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REGARDING PARKS AND RECREATION; AUTHORIZING THE USE OF PALMETTO BAY PARK AT NO COST ON MARCH 14, 2026, TO THE CYSTIC FIBROSIS FOUNDATION- CURE CF MIAMI FOR THE PURPOSE OF CONDUCTING A FUNDRAISING KICKBALL TOURNAMENT; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Fanny Carmona, Parks & Recreation Director)*

BACKGROUND AND ANALYSIS:

The Cystic Fibrosis Foundation – Cure CF Miami is a local organization dedicated to fundraising efforts to aid in the research and development of treatments for Cystic Fibrosis complications. Toward this effort, the Cystic Fibrosis Foundation – Cure CF Miami is requesting a waiver of all fees to include utilization of the ballfields and associated amenities, cost for one (1) Police Officer, and registration fee for one (1) team representing the Village of Palmetto Bay, for the purpose of conducting a fundraising kickball tournament on March 14, 2026. Teams will compete with the goal of ultimately playing with or against a team of celebrities. The Cystic Fibrosis Foundation – Cure CF Miami will follow all governing guidelines and make every effort to ensure the wellbeing of participants and spectators; and will comply with all applicable rules, regulations and Ordinances. Operationally, the tournament does not require marked/lined fields with the exception of the finals. In that teams arrive only for their respective game(s), parking issues normally associated with large tournaments are not anticipated. Overall, it's a fun day for all to enjoy.

FISCAL IMPACT:

It is estimated that the formal rental cost of the needed fields would not exceed $1060.

Additional staff cost to accommodate this event will not exceed $300. Registration for entry of one (1) Palmetto Bay Team will not exceed $650. Estimated cost for one (1) Police Officer will not exceed $750. For a total of $2,760.

Attachments (3):

- Event/Facility Use Request Questionnaire
- Site Plan
- Incorporation Status

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REGARDING PARKS AND RECREATION; AUTHORIZING THE USE OF PALMETTO BAY PARK AT NO COST ON MARCH 14, 2026, TO THE CYSTIC FIBROSIS FOUNDATION- CURE CF MIAMI FOR THE PURPOSE OF CONDUCTING A FUNDRAISING KICKBALL TOURNAMENT; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Fanny Carmona, Parks & Recreation Director)*

WHEREAS, the Cystic Fibrosis Foundation has committed millions of dollars in researching treatments for Cystic Fibrosis; and

WHEREAS, this organization is continually conducting research to study this disease with the goal of developing a treatment and making a difference for people suffering from this condition; and

WHEREAS, Cure CF Miami is a local organization dedicated to raising funds to assist the Cystic Fibrosis Foundation's efforts in developing treatments, and wishes to conduct a one-day fundraising kickball tournament at Palmetto Bay Park; and

WHEREAS, the Cystic Fibrosis Foundation – Cure CF Miami is requesting a waiver of all fees for the utilization of the ballfields and associated amenities, cost of one (1) Police Officer, and registration for entry of one (1) Palmetto Bay team.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF PALMETTO BAY, FLORIDA, THAT:

Section 1. The Cystic Fibrosis Foundation – Cure CF Miami is hereby authorized to use Palmetto Bay Park on March 14, 2026, for the purpose of conducting a fundraising kickball tournament, including scheduled games and associated activities.

Section 2. Any and all established user fees for the utilization of the ballfields and associated amenities, cost of one (1) Police Officer, and registration for entry of one (1) Palmetto Bay team are hereby waived, and the Cystic Fibrosis Foundation – Cure CF Miami shall have use of the requested park amenities on March 14, 2026, at no cost, provided that the Foundation comply with all applicable rules, regulations and Ordinances.

Section 3. This resolution shall take effect immediately upon its adoption.

PASSED and **ADOPTED** this _____ day of May 2025.

Attest:

_____ _____
Missy Arocha Karyn Cunningham
Village Clerk Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
John C. Dellagloria
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

From:	jerry curecfmiami.org
To:	Fanny Carmona
Subject:	[EXT] 2026 Kick CF Kickball Tournament
Date:	Wednesday, April 2, 2025 11:11:24 PM
Attachments:	Palmetto Bay Park Kickball Site Plan 25 .pdf Untitled attachment 00011.htm 2026 Event-Facility Use Request Questionnaire.pdf Untitled attachment 00014.htm

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Fanny:

Please consider this our official request for a fee waiver for our 13th Annual Kick CF Celebrity Kickball Tournament on Saturday, March 14, 2026 at Palmetto Bay Park. As in year's past, we will set up on Friday, March 13 beginning around 3pm and then continue on Saturday morning beginning at 6am. Our event should conclude by 7pm on March 14th. We will arrange for overage parking in the adjacent lots owned by Nicklaus Children's Hospital. The set up should be similar to last year.

In addition, we would love the Village's support with a team as you have many times in the past. Also, we are aware that the event requires police support and in some years the Village has been generous enough to cover the cost of either one or both required officers. Any and all support would be greatly appreciated.

If possible, we would like to have the request before Council in May.

I have included a site map and the Event-Facility Questionnaire.

I look forward to hearing from you.

Until CF Stands For CURE FOUND,

Jerry

Jerry Socherman, Co-Founder
jerry@curecfmiami.org
786.255.0363
www.CureCFMiami.org

Event/Facility Use Request Questionnaire

Date: 4/2/25

Event Name: Kick CF With Bryant McKinnie & Friends Celebrity Kickball Tournament

Name of Organization: Cure Cystic Fibrosis Miami Foundation

Name of Organizer: Jerry Socherman

How many years have you conducted this event at our park? 9

At least (3) Proposed Date(s)/Time(s) in order of Preference:

Date #1: 3/14/25

Date #2:

Date #3:

Estimated Attendance: 500 Park: Palmetto Bay Park

What Type of Event? (Run/Walk, Fundraiser, Concert, etc.)

Fundraiser-Kickball Tournament

Organization's Mission/Vision/Purpose:

Cure Cystic Fibrosis Miami Foundation's mission is to improve the lives of those affected with Cystic Fibrosis and to support the Cystic Fibrosis Foundation.

Event Description (please be very specific with all the activities being conducted. If possible, provide a timeline). **Note:** ***You will not be permitted to conduct any additional activities, add new event components, unless your request for new items goes back to Village Council for approval.***

A multi-team, family friendly kickball tournament. Teams compete in an effort to win the Tournament.
Celebrities will participate and play against a team of participants chosen through a drawing.
There will be a silent auction.
There is music from a DJ and possibly a choir.
Additional activities may include a Kids' Zone of games, cornhole and relays.
Refreshments are provided.
Guests and non-players are welcome to attend.
Set up begins on Friday afternoon and evening and continues on Saturday morning at 6am.
Welcome is tentatively set for 9:30am.
Play begins at 10:15am.
Tournament should end by 8pm.
Breakdown to follow.

Required Documents:

I. **Detailed Site Plan.** *Please upload the diagram of the set-up for the event. Show as much detail as possible. Show crowd flow, seating, parking, etc. Also show configuration and sizes of stage, booths/ tent(s) location, portable toilets, inflatables, games, etc.* ***Once the event is approved, a site meeting will be required with the Park Supervisor.***

CLICK HERE TO UPLOAD THE SITE MAP

II. Please include the Certificate of Liability Insurance. *****Required once event is approved via Resolution***

Name the Village of Palmetto Bay as additional insured-9705 East Hibiscus Street Palmetto Bay, FL 33157

III. Not-for-Profit Documents with Federal Tax ID # 82-3555800

CLICK HERE TO UPLOAD NON-PROFIT DOCUMENTS

****

General:

Yes	No	
☑	☐	Is this event open to the general public?
☑	☐	Will there be an admission fee? If yes, please provide amount(s): $20 - $25
☑	☐	Will you have music? Live ☑ Taped ☐ DJ ☑
☑	☐	Will there be on-site registration? Limited
☑	☐	Will there be sponsors or vendors on-site? If yes, please list them below.

Please review Noise ordinance. ***You will be required to face the speakers in a certain direction depending on the park where your event is being hosted.***

To be determined

Will your event require tents? Size: 10'x10' Quantity: Approx 25

If tent is larger than 10'X10', please explain how the tent(s) will be grounded?

*Tents larger than 10' x10'require a separate permit from the building department.

Will your event require a stage, or platform? Size: No Quantity: _____

**Will require a separate permit from the building department.*

Insert Image of Stage HERE (if applicable):

Area/Amenity of park to be used: (*Please check all that apply*)

☐ Recreation Room	☑ Gazebo/Pavilion	☐ Meditation Garden	☑ Picnic Area	☑ Ball Field # All
☑ Soccer Field	☑ Football Field	☑ Open Field Area	☐ Volleyball Courts	☐ Playground
☐ Basketball Courts	☐ Skate Park	☐ Amphitheater	☐ Covered Terrace	☐ Open Terrace
☐ Tennis Courts	☐ Racquetball Courts	☐ Walking/Jogging Trails	☑ Entire Park	☐ Other _____

Vendors: Include names and check all that apply. All vendors must provide insurance certificate naming the Village as additional insured, have a Business Tax Receipt and a catering license from the State of Florida-Division of Hotels & Restaurants

- ☐ Caterer _____
- ☐ Food Trucks _____
- ☐ Amusement Rides (Bounce House, Mechanical etc.) _____
- ☑ Other Tents, Tables, Chairs - Vendor to be determined

From: jerry curecfmiami.org
To: Fanny Carmona
Subject: [EXT] 2026 Kick CF Kickball Tournament
Date: Wednesday, April 2, 2025 11:11:24 PM
Attachments: Palmetto Bay Park Kickball Site Plan 25 .pdf
Untitled attachment 00011.htm
2026 Event-Facility Use Request Questionnaire.pdf
Untitled attachment 00014.htm

Fanny:

Please consider this our official request for a fee waiver for our 13th Annual Kick CF Celebrity Kickball Tournament on Saturday, March 14, 2026 at Palmetto Bay Park. As in year's past, we will set up on Friday, March 13 beginning around 3pm and then continue on Saturday morning beginning at 6am. Our event should conclude by 7pm on March 14th. We will arrange for overage parking in the adjacent lots owned by Nicklaus Children's Hospital. The set up should be similar to last year.

In addition, we would love the Village's support with a team as you have many times in the past. Also, we are aware that the event requires police support and in some years the Village has been generous enough to cover the cost of either one or both required officers. Any and all support would be greatly appreciated.

If possible, we would like to have the request before Council in May.

I have included a site map and the Event-Facility Questionnaire.

I look forward to hearing from you.

Until CF Stands For CURE FOUND,

Jerry

Jerry Socherman, Co-Founder
jerry@curecfmiami.org
786.255.0363
www.CureCFMiami.org

AGENDA ITEM NO. 14.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Resolution
AGENDA SECTION:	RESOLUTIONS WITH PUBLIC COMMENT
SUBJECT:	A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA; AUTHORIZING THE VILLAGE MANAGER TO CONDUCT A COMPREHENSIVE TRANSIT ALTERNATIVES STUDY IN RESPONSE TO THE DISCONTINUATION OF IBUS ACCESS TO THE TRANSITWAY; AUTHORIZING AN EXPENDITURE NOT TO EXCEED SEVENTY-FIVE THOUSAND ($75,000) DOLLARS FROM THE TRANSPORTATION FUND; AUTHORIZING THE VILLAGE MANAGER TO ISSUE A REQUEST FOR PROPOSALS FOR CONSULTING SERVICES; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*
SUGGESTED ACTION:	

ATTACHMENTS:
Reso-IBus Study

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA; AUTHORIZING THE VILLAGE MANAGER TO CONDUCT A COMPREHENSIVE TRANSIT ALTERNATIVES STUDY IN RESPONSE TO THE DISCONTINUATION OF IBUS ACCESS TO THE TRANSITWAY; AUTHORIZING AN EXPENDITURE NOT TO EXCEED SEVENTY-FIVE THOUSAND ($75,000) DOLLARS FROM THE TRANSPORTATION FUND; AUTHORIZING THE VILLAGE MANAGER TO ISSUE A REQUEST FOR PROPOSALS FOR CONSULTING SERVICES; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*

WHEREAS, the Village of Palmetto Bay has been operating its IBUS service since 2018 using the Miami-Dade County transitway to provide transportation between the St. Richard's Park and Ride location and the Dadeland South Metrorail Station; and

WHEREAS, Miami-Dade County has informed the Village that due to the implementation of its Bus Rapid Transit (BRT) project scheduled to begin in July 2025, the Village will no longer be permitted to use the transitway, which will significantly increase travel times and reduce the number of possible trips for the IBUS service; and

WHEREAS, the Village is required to allocate 20% of its Charter County Transit System Surtax proceeds to transit uses per the Interlocal Agreement with Miami-Dade County; and

WHEREAS, neighboring municipalities such as the Village of Pinecrest have successfully implemented fixed-route services like the Pinecrest People Mover, which provides transportation for students and other residents; and

WHEREAS, the Village Council seeks to explore alternative transit models that would better serve the community, focusing on providing transportation options for students attending schools in Palmetto Bay who live too close for school bus service but too far for walking or biking; and

WHEREAS, the Village Council wishes to assess the feasibility of establishing interlocal agreements with neighboring municipalities for shared transit services; and

WHEREAS, a professional transit study would provide data-driven recommendations for optimizing the Village's transportation resources and ensuring continued service to residents despite the transitway access changes.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are incorporated as if set forth in full.

Section 2. The Village Council hereby authorizes the Village Manager to conduct a comprehensive Transit Alternatives Study to assess options for redesigning the Village's transit services in response to the loss of transitway access, including but not limited to:

(a) Developing fixed-route service models to serve students attending schools within Palmetto Bay who are not eligible for school district transportation;

(b) Requesting and analyzing data from Miami-Dade County Public Schools regarding residential locations of students attending schools within Palmetto Bay;

(c) Evaluating the comparative efficiency, costs, and benefits of the current on-demand service versus fixed-route services, with the goal of identifying the most efficient use of transportation resources to maximize ridership and attract choice riders who have alternative transportation options;

(d) Exploring potential interlocal agreements with neighboring municipalities, particularly the Village of Pinecrest, for shared transit services;

(e) Assessing options for connecting Village residents to the County's new BRT service;

(f) Developing cost estimates and implementation timelines for recommended service models;

(g) Identifying potential funding sources, including grants and public-private partnerships.

Section 3. The Village Council hereby authorizes the Village Manager to expend an amount not to exceed $75,000 from the Transportation Fund for the Transit Alternatives Study. If necessary, the Village Manager is authorized to present any required budget amendments at the next regular Council meeting to properly allocate this expenditure.

Section 4. The Village Manager is directed to prepare and issue a Request for Proposals (RFP) for qualified consulting services to conduct the Transit Alternatives Study no later than ten (10) business days after the adoption of this Resolution.

Section 5. The Village Manager is authorized to implement temporary transit modifications as needed to maintain service continuity when transitway access ends, while the comprehensive study is being completed.

Section 6. This Resolution shall take effect immediately upon passage.

PASSED and **ADOPTED** this 5th day of May, 2025.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
John C. Dellagloria
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

AGENDA ITEM NO. 14.B

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE: May 5, 2025

SUBMITTED BY: Missy Arocha, Village Council

ITEM TYPE: Resolution

AGENDA SECTION: RESOLUTIONS WITH PUBLIC COMMENT

SUBJECT: A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA; TO PROVIDE TRANSPARENCY AND ACCESSIBILITY OF INFORMATION TO RESIDENTS AND TAXPAYERS REGARDING VILLAGE LEGAL EXPENDITURES; DIRECTING THE VILLAGE ATTORNEY TO PUBLISH A MONTHLY DETAIL EXPENDITURE REPORT OF LEGAL EXPENDITURES; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

SUGGESTED ACTION:

ATTACHMENTS:
Reso-Legal Expenditures
Exhibit A - FY2023
Exhibit B - FY2024
Exhibit C - FY2025 as of 041425

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA; TO PROVIDE TRANSPARENCY AND ACCESSIBILITY OF INFORMATION TO RESIDENTS AND TAXPAYERS REGARDING VILLAGE LEGAL EXPENDITURES; DIRECTING THE VILLAGE ATTORNEY TO PUBLISH A MONTHLY DETAIL EXPENDITURE REPORT OF LEGAL EXPENDITURES; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

WHEREAS, the Citizens Bill of Rights of the Village of Palmetto Bay Charter #3 states: "Public Records. All audits, reports, minutes, documents and other public records of the Village and its boards, agencies, departments, departments, and authorities shall be open for inspection at reasonable times and places convenient to the public;" and,

WHEREAS, the Citizens Bill of Rights of the Village of Palmetto Bay Charter #10 states: "Manager's and Attorney's Reports. The Village Manager and Village Attorney shall periodically make a public status report on all major matters pending or concluded within their respective areas of concern;" and,

WHEREAS, the monthly Village Attorney's Report does not provide Village legal expenditures, such that residents and taxpayers are generally unaware of them; and,

WHEREAS, legal expenditures for Fiscal Year (FY) 2024 were five hundred twenty-one thousand eight hundred ninety-two dollars ($521,892), an increase of one hundred twelve and five hundred fifty-three thousandths percent (112.553%) from the FY 2023 total of two hundred forty-five thousand five hundred thirty-five dollars ($245,535) ; and,

WHEREAS, legal expenditures for FY 2025 through April 14, 2025 were two hundred eight thousand ninety-nine dollars ($280,099) for 6 ½ (six and one-half) months, higher than the total legal expenditures for FY2023, suggesting that FY2025 may equal or exceed the FY2024 total of half a million dollars for legal expenditures; and,

WHEREAS, in light of the large increase in Village legal expenditures in FY2024, and the expected legal expenditures related to a lawsuit filed by a Councilmember against the Village and Vice Mayor, requiring several Village officials to hire outside counsel for their defense as well as for defense of the Village; and,

WHEREAS, transparency and accessibility of information is essential for residents and taxpayers to be aware of Village legal expenditures, to voice their opinions based on accurate and timely figures, and to fully participate in Village governance, as guaranteed by the Bill of Rights of the Village Charter.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF PALMETTO BAY, FLORIDA, THAT:

Section 1. That the above recitals are incorporated as if set forth in full.

Section 2. Village legal expenditures in FY 2024 were over a half million dollars, having increased 112.55% compared to FY2023, while current expenditures in the 6 ½ months of FY2025 appear to be on track to equal or exceed FY 2024 due to a Councilmember's lawsuit against the Village and Vice Mayor, requiring the Village to hire outside counsel for its defense and for various Village officials to hire attorneys for their defense.

Section 3. To provide transparency and accessibility of information to residents and taxpayers regarding Village legal expenditures, the Village Council directs the Village Attorney to publish a monthly Expenditure Detail Report with date, description, vendor, and expenditures in the Attorney's Report of the monthly Regular Council Meeting Agenda, commencing June 2, 2025.

Section 4. Legal expenditures for lawsuits in closed-meetings for settlement negotiations or strategy related to litigation expenditures are exempted under Florida Statute 286.011(8).

PASSED and **ADOPTED** this 5th day of May, 2025.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
John C. Dellagloria
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

Expenditure Detail Report

VILLAGE OF PALMETTO BAY
10/01/2022 through 09/30/2023

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
30 OPERATING EXPENDITURE/EXPENSES						
31000000 PRFESSIONAL SERVICES						
31001001 GENERAL LEGAL	50,000.00	0.00	0.00	0.00	50,000.00	0.00
11/9/2022 invoice IN 4689 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 40809		176.00				
11/14/2022 invoice IN 261715 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 40874		83.32				
11/22/2022 invoice IN 3338 Line Description: LEGAL SERVICES Vendor: 000868 Lott & Levine Check # 40893		8,662.50				
12/7/2022 invoice IN 263006 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 41012		200.00				
12/7/2022 invoice IN 263009 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 41012		100.00				
12/7/2022 invoice IN 4741 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 40994		242.00				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
12/14/2022 invoice IN 12/12/22 Line Description: LEGAL SERVICES Vendor: 004934 BRIAN L. TANNEBAUM, P.A. Check # 41032		4,600.00				
1/12/2023 invoice IN 264089 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 41209		725.00				
1/12/2023 invoice IN 264092 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 41209		75.00				
1/26/2023 invoice IN 01/23/23 Line Description: LEGAL SERVICES Vendor: 004934 BRIAN L. TANNEBAUM, P.A. Check # 41261		1,760.00				
1/31/2023 invoice IN 3442 Line Description: LEGAL SERVICES-VETERANS PARK Vendor: 000868 Lott & Levine Check # 41320		7,425.00				
1/31/2023 invoice IN 3443 Line Description: LEGAL SERVICES-TANGLEWOOD GARD Vendor: 000868 Lott & Levine Check # 41320		262.50				
2/9/2023 invoice IN 4789 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 41424		44.00				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
2/9/2023 invoice IN 4838 Line Description: BRIDGE LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 41368		2,150.00				
2/15/2023 invoice IN 265341 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 41441		100.00				
3/9/2023 invoice IN 4879 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 41606		221.00				
3/16/2023 invoice IN 266645 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 41649		825.00				
5/4/2023 invoice IN 4954 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 41947		2,046.00				
5/4/2023 invoice IN 3 Line Description: LEGAL RESEARCH SERVICES Vendor: 004847 LAW OFF. OF LISA R. GINSBURG Check # 41985		7,000.00				
5/9/2023 invoice IN 3460 Line Description: LEGAL SERVICES-VETERANS PARK Vendor: 000868 Lott & Levine Check # 41986		1,847.50				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
5/9/2023 invoice IN 3461 Line Description: LEGAL SERVICES-WASA/STROM DRAI Vendor: 000868 Lott & Levine Check # 41986		2,985.25				
5/18/2023 invoice IN 268910 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 42048		3,972.92				
5/18/2023 invoice IN 7522 Line Description: DOCUMENT MANAGEMENT SYSTEM HOS Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 42022		315.00				
6/7/2023 invoice IN 5003 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 42184		2,251.39				
6/15/2023 invoice IN 7779 Line Description: PROJECT MANAGEMENT AND EVERLAW Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 42269		2,375.00				
6/22/2023 invoice IN 270122 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 42302		242.93				
7/13/2023 invoice IN 271613 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 42458		1,100.00				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
7/13/2023 invoice IN 5043 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 42436		176.00				
7/13/2023 invoice IN 8082 Line Description: EVERLAW - HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 42426		240.00				
8/17/2023 invoice IN 8336 Line Description: EVERLAW - HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 42670		240.00				
8/31/2023 invoice IN 3569 Line Description: LEGAL SERVICES-VETERANS PARK Vendor: 000868 Lott & Levine Check # 42769		17,085.37				
9/7/2023 invoice IN 5137 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 42803		549.19				
9/21/2023 invoice IN 8612 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 42888		240.00				
9/29/2023 invoice IN 3609 Line Description: LEGAL SERVICES - VETERANS PARK Vendor: 000868 Lott & Levine Check # 43031		3,586.56				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
9/29/2023 invoice IN 3610 Line Description: LEGAL SERVICES- WATERMAIN IMPR Vendor: 000868 Lott & Levine Check # 43076		9,619.50				
9/29/2023 invoice IN 8893 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 43066		240.00				
31001001 GENERAL LEGAL	50,000.00	83,763.93	83,763.93	0.00	-33,763.93	167.53
31001002 ZONING APPLICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
31001004 CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00	0.00
31001005 LITIGATION RESERVE	225,000.00	0.00	0.00	0.00	225,000.00	0.00
11/14/2022 invoice IN 261716 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 40874		1,525.00				
11/14/2022 invoice IN 261717 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 40874		950.00				
11/14/2022 invoice IN 261718 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 40874		400.00				
12/7/2022 invoice IN 263007 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 41012		1,925.00				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
12/7/2022 invoice IN 263008 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 41012		250.00				
12/7/2022 invoice IN 263010 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 41012		16,550.00				
1/12/2023 invoice IN 264090 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 41209		1,625.00				
1/12/2023 invoice IN 264091 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 41209		1,325.00				
1/12/2023 invoice IN 264093 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 41209		364.95				
2/15/2023 invoice IN 265342 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 41441		2,000.00				
2/15/2023 invoice IN 265343 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 41441		75.00				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
2/15/2023 invoice IN 265344 Line Description: 17777 OLD CUTLER ROAD, LLC - B Vendor: 002651 WEISS SEROTA HELFMAN Check # 41441		800.00				
2/15/2023 invoice IN 265346 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 41441		100.00				
3/15/2023 invoice IN 03142023 Line Description: REMAINING BALANCE OF RETAINER Vendor: 004658 KLUGER, KAPLAN, SILVERMAN KATZ Check # 41642		2,056.50				
3/16/2023 invoice IN 266646 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 41649		1,325.00				
3/16/2023 invoice IN 266647 Line Description: 17777 OLD CUTLER ROAD, LLC - B Vendor: 002651 WEISS SEROTA HELFMAN Check # 41649		1,375.00				
4/13/2023 invoice IN 267421 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 41823		2,600.00				
4/13/2023 invoice IN 267422 Line Description: 17777 OLD CUTLER ROAD, LLC - B Vendor: 002651 WEISS SEROTA HELFMAN Check # 41823		450.00				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
4/13/2023 invoice IN 267424 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 41823		18,200.00				
4/24/2023 invoice IN 03312023 Line Description: LEGAL FEES - INVESTIGATION INT Vendor: 004995 SNIFFEN & SPELLMAN, P.A. Check # 41903		24,595.75				
5/18/2023 invoice IN 268911 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 42048		4,317.51				
5/18/2023 invoice IN 268912 Line Description: 17777 OLD CUTLER ROAD, LLC - B Vendor: 002651 WEISS SEROTA HELFMAN Check # 42048		1,250.00				
5/18/2023 invoice IN 268913 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42048		2,050.00				
5/18/2023 invoice IN 268914 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 42048		4,690.16				
6/22/2023 invoice IN 270123 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 42302		12,775.00				

0001 GENERAL FUND
514 LEGAL
05 ATTORNEY

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
6/22/2023 invoice IN 270124 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42302		1,350.00				
6/22/2023 invoice IN 270125 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 42302		250.00				
6/22/2023 invoice IN 270126 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 42302		1,450.00				
6/22/2023 invoice IN 270127 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42302		1,550.00				
7/13/2023 invoice IN 271614 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 42458		150.00				
7/13/2023 invoice IN 271615 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42458		375.00				
7/13/2023 invoice IN 271616 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 42458		2,650.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
7/13/2023 invoice IN 271617 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 42458		3,179.37				
7/13/2023 invoice IN 271618 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42458		1,950.00				
7/13/2023 invoice IN 271619 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 42458		875.00				
8/17/2023 invoice IN 272760 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 42702		5,340.00				
8/17/2023 invoice IN 272761 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42702		250.00				
8/17/2023 invoice IN 272762 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42702		4,600.00				
8/17/2023 invoice IN 272763 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 42702		5,150.01				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
8/17/2023 invoice IN 272764 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42702		175.00				
8/17/2023 invoice IN 272765 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 42702		8,298.66				
9/12/2023 gl_cr GJ Trx 402286 Line Description: WEISS SEROTA HELFMAN COLE & BI		-1,750.00				
9/13/2023 invoice IN 273853 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 42875		4,560.00				
9/13/2023 invoice IN 273854 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42875		250.00				
9/13/2023 invoice IN 273855 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 42875		746.96				
9/13/2023 invoice IN 273857 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 42875		350.00				

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Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005	LITIGATION RESERVE	(Continued)					
	9/13/2023 invoice IN 273858 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 42875		17,631.25				
	9/21/2023 invoice IN 273856 Line Description: FAIRCHILD BAY SUBDIVISION LLC- Vendor: 002651 WEISS SEROTA HELFMAN Check # 42905		242.14				
31001005	LITIGATION RESERVE	225,000.00	163,198.26	163,198.26	0.00	61,801.74	72.53
	Total PRFESSIONAL SERVICES	275,000.00	246,962.19	246,962.19	0.00	28,037.81	89.80
52000000	OPERATING SUPPLIES						
52001000	GENERAL OPERATING SUPPLIES	2,500.00	0.00	0.00	0.00	2,500.00	0.00
	3/24/2023 invoice IN 05/05/22 Line Description: PUBLIC RECORDS REQUEST Vendor: 003389 MIAMI-DADE COUNTY FLORIDA Check # 0		-1,926.63				
52001000	GENERAL OPERATING SUPPLIES	2,500.00	-1,926.63	-1,926.63	0.00	4,426.63	-77.07
	Total OPERATING SUPPLIES	2,500.00	-1,926.63	-1,926.63	0.00	4,426.63	-77.07
54000000	PUBLICATIONS SUBSCRIPT MEMBRSHP						
54001000	PUBLICATIONS SUBSCRIPT MEMBRSHP	500.00	0.00	0.00	0.00	500.00	0.00
	8/3/2023 invoice IN AD2023-19 Line Description: MDCLC ATTORNEY MEMBERSHIP DUES Vendor: 000969 Miami-Dade County League of Ci Check # 42587		500.00				
54001000	PUBLICATIONS SUBSCRIPT MEMBRSHP	500.00	500.00	500.00	0.00	0.00	100.00
	Total PUBLICATIONS SUBSCRIPT MEMBRSHP	500.00	500.00	500.00	0.00	0.00	100.00
55000000	TRAINING						
55001000	PROFESSIONAL DEVELOPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0.00

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
Total TRAINING		0.00	0.00			
Total GENERAL FUND	279,000.00	245,535.56	245,535.56	0.00	33,464.44	88.01
Grand Total	279,000.00	245,535.56	245,535.56	0.00	33,464.44	88.01

Expenditure Detail Report

VILLAGE OF PALMETTO BAY
10/01/2023 through 09/30/2024

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Account Number	*Adjusted Appropriation*	*Expenditures*	*Year-to-date Expenditures*	*Year-to-date Encumbrances*	*Balance*	*Prct Used*
30 OPERATING EXPENDITURE/EXPENSES						
31000000 PRFESSIONAL SERVICES						
31001001 GENERAL LEGAL	75,000.00	0.00	0.00	0.00	75,000.00	0.00
11/7/2023 invoice IN 5240 Line Description: LEGAL SERVICES Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 43201		2,964.55				
11/13/2023 invoice IN 276732 Line Description: SPECIAL COUNSEL FOR LITIGATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		2,000.00				
11/13/2023 invoice IN 276741 Line Description: 013 CRP -CONSTRUCTION MATTER Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		4,075.00				
12/8/2023 invoice IN 277915 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 43458		1,525.00				
12/14/2023 invoice IN 277922 Line Description: 013 CORAL REEF PARK - CONSTRUC Vendor: 002651 WEISS SEROTA HELFMAN Check # 43458		4,600.00				
12/14/2023 invoice IN 9497 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 43423		240.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
12/20/2023 invoice IN 275391 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 43498		2,750.00				
12/27/2023 invoice IN 9178 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 43508		240.00				
1/3/2024 invoice IN 5329 Line Description: LEGAL SERVICES: FOLLOW UP W/MI Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 43549		110.00				
1/11/2024 invoice IN 3662 Line Description: LEGAL SERVICES-VETERANS PARK Vendor: 000868 Lott & Levine Check # 43610		3,517.25				
1/17/2024 invoice IN 279628 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		4,440.00				
1/17/2024 invoice IN 279636 Line Description: 013 CORAL REEF PARK - CONSTRUC Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		2,880.00				
1/17/2024 invoice IN 9740 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 43647		240.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
1/24/2024 invoice IN 192753 Line Description: VILLAGE OF PALMETTO BAY V. MIA Vendor: 005132 MENDLESTEIN & DAVIS, P.A., FALK, WAAS, SOLOMON Check # 43705		4,608.13				
1/31/2024 invoice IN 16065309 Line Description: STEVE CODY V. MARSHA MATSON - Vendor: 002063 WEISSLER ALHADEFF & SITTERSON, STEARNS WEAVER MILLER Check # 43774		5,052.00				
1/31/2024 invoice IN 16066543 Line Description: STEVE CODY V. MARSHA MATSON - Vendor: 002063 WEISSLER ALHADEFF & SITTERSON, STEARNS WEAVER MILLER Check # 43774		3,350.50				
1/31/2024 invoice IN 16068640 Line Description: STEVE CODY V. MARSHA MATSON - Vendor: 002063 WEISSLER ALHADEFF & SITTERSON, STEARNS WEAVER MILLER Check # 43774		10,944.90				
1/31/2024 invoice IN 16069952 Line Description: STEVE CODY V. MARSHA MATSON - Vendor: 002063 WEISSLER ALHADEFF & SITTERSON, STEARNS WEAVER MILLER Check # 43774		99.00				
1/31/2024 invoice IN 16072108 Line Description: STEVE CODY V. MARSHA MATSON - Vendor: 002063 WEISSLER ALHADEFF & SITTERSON, STEARNS WEAVER MILLER Check # 43774		5,110.00				
1/31/2024 invoice IN 16073097 Line Description: STEVE CODY V. MARSHA MATSON - Vendor: 002063 WEISSLER ALHADEFF & SITTERSON, STEARNS WEAVER MILLER Check # 43774		643.50				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
1/31/2024 invoice IN 16074082 Line Description: STEVE CODY V. MARSHA MATSON - Vendor: 002063 WEISSLER ALHADEFF & SITTERSON, STEARNS WEAVER MILLER Check # 43774		2,079.00				
2/12/2024 invoice IN 280761 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		4,798.57				
2/12/2024 invoice IN 280769 Line Description: 013 CORAL REEF PARK - CONSTRUC Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		810.00				
2/14/2024 invoice IN 9998 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 43830		240.00				
3/6/2024 invoice IN 3693 Line Description: LEGAL SERVICES -VETERANS PARK Vendor: 000868 Lott & Levine Check # 44012		2,964.00				
3/14/2024 invoice IN 10322 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 44051		240.00				
3/15/2024 invoice IN 282160 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 44122		360.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
4/15/2024 invoice IN 10484 Line Description: PROJECT MANAGEMENT AND EVERLAW Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 44294		1,697.00				
4/15/2024 invoice IN 283410 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 44319		11,828.00				
5/6/2024 invoice IN 5577 Line Description: LEGAL SERVICES Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 44448		1,426.81				
5/13/2024 invoice IN 10717 Line Description: PROJECT MANAGEMENT AND EVERLAW Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 44492		1,557.00				
5/16/2024 invoice IN 284589 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 44525		6,144.21				
6/4/2024 invoice IN 5634 Line Description: LEGAL SERVICES - WEN LIU: CONF Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 44635		168.89				
6/7/2024 invoice IN 285874 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 44728		1,530.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
6/12/2024 gl_cr GJ Trx 427362 Line Description: FLORIDA MUNICIPAL INSURANCE TR		-27,278.90				
6/24/2024 invoice IN 10983 Line Description: PROJECT MANAGEMENT Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 44770		175.00				
6/24/2024 invoice IN 10983 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 44770		752.00				
7/9/2024 invoice IN 287234 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 45212		420.00				
7/16/2024 invoice IN 3693balance Line Description: LEGAL SERVICES - VETERANS PARK Vendor: 000868 Lott & Levine Check # 44941		65.00				
7/16/2024 invoice IN 3769 Line Description: LEGAL SERVICES - VETERANS PARK Vendor: 000868 Lott & Levine Check # 44941		20,672.50				
7/16/2024 invoice IN 3770 Line Description: LEGAL SERVICES-ACQUISITION OF Vendor: 000868 Lott & Levine Check # 44941		13,665.75				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
7/16/2024 invoice IN 3771 Line Description: LEGAL SERVICES - OWNERSHIP OF Vendor: 000868 Lott & Levine Check # 44941		4,400.50				
7/16/2024 invoice IN 3772 Line Description: LEGAL SERVICES- HAGAN/ROW DEDI Vendor: 000868 Lott & Levine Check # 44941		6,846.50				
7/16/2024 invoice IN 3773 Line Description: GENERAL LEGAL SERVICES Vendor: 000868 Lott & Levine Check # 44941		3,860.50				
7/16/2024 invoice IN 3774 Line Description: LEGAL SERVICES- UNITY OF TITLE Vendor: 000868 Lott & Levine Check # 44941		378.00				
7/16/2024 invoice IN 3775 Line Description: LEGAL SERVICES-ROW 8600 SW 144 Vendor: 000868 Lott & Levine Check # 44941		1,907.50				
7/16/2024 invoice IN 3776 Line Description: LEGAL SERVICES-GRANT OF LICENS Vendor: 000868 Lott & Levine Check # 44941		3,165.25				
8/6/2024 invoice IN 5737 Line Description: LITIGATION - WEN LIU Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 45091		506.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
8/9/2024 invoice IN 288754 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 45158		1,680.00				
8/12/2024 invoice IN 11729 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45121		752.00				
9/4/2024 invoice IN 5783 Line Description: LITIGATION - WEN LIU Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 45276		1,166.00				
9/6/2024 invoice IN 290301 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 45310		210.00				
9/10/2024 invoice IN 11436 Line Description: PROJECT MANAGEMENT Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45299		175.00				
9/10/2024 invoice IN 11436 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45299		752.00				
9/10/2024 invoice IN 12027 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45299		752.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
9/18/2024 invoice IN 3815 Line Description: LEGAL SERVICES-ACQUISITION OF Vendor: 000868 LOTT & LEVINE Check # 45359		1,537.50				
9/18/2024 invoice IN 3816 Line Description: LEGAL SERVICES- UNITY OF TITLE Vendor: 000868 LOTT & LEVINE Check # 45359		2,098.75				
9/18/2024 invoice IN 3817 Line Description: LEGAL SERVICES-GRANT OF LICENS Vendor: 000868 LOTT & LEVINE Check # 45359		570.00				
9/19/2024 invoice IN 3814 Line Description: LEGAL SERVICES - VETERANS PARK Vendor: 000868 LOTT & LEVINE Check # 45359		24,522.73				
9/19/2024 invoice IN 39470 Line Description: TRANSCRIPT OF THE HEARING HELD Vendor: 000948 Metro Dade Court Reporters, In Check # 45492		655.20				
9/30/2024 invoice IN 291613 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 45481		210.00				
9/30/2024 invoice IN 12249 Line Description: PROJECT MANAGEMENT Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45504		1,592.50				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
9/30/2024 invoice IN 12249 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45504		752.00				
31001001 GENERAL LEGAL	75,000.00	162,194.59	162,194.59	0.00	-87,194.59	216.26
31001002 ZONING APPLICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
31001004 CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00	0.00
31001005 LITIGATION RESERVE	325,000.00	0.00	0.00	0.00	325,000.00	0.00
11/13/2023 invoice IN 276733 Line Description: YACHT CLUB AT LUXCOM - BERT HA Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		4,037.00				
11/13/2023 invoice IN 276734 Line Description: YACHT CLUB AT LUXCOM - OPPOSIT Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		200.00				
11/13/2023 invoice IN 276735 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		375.00				
11/13/2023 invoice IN 276736 Line Description: FAIRCHILD BAY SUBDIVISION LLC- Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		375.00				
11/13/2023 invoice IN 276737 Line Description: YATCH CLUB BY LUXCOM LLC -CHAL Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		5,660.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
11/13/2023 invoice IN 276738 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		6,800.00				
11/13/2023 invoice IN 276740 Line Description: 17777 OLD CUTLER ROAD, LLC - P Vendor: 002651 WEISS SEROTA HELFMAN Check # 43267		127.64				
12/8/2023 invoice IN 277916 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 43458		960.00				
12/8/2023 invoice IN 277917 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 43458		156.00				
12/8/2023 invoice IN 277918 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 43458		1,873.13				
12/8/2023 invoice IN 277919 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 43458		7,790.63				
12/14/2023 invoice IN 277920 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 43458		2,730.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
12/14/2023 invoice IN 277921 Line Description: 012 17777 OLD CUTLER RD, LLC - Vendor: 002651 WEISS SEROTA HELFMAN Check # 43458		5,963.00				
12/20/2023 invoice IN 275392 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 43498		3,300.00				
12/20/2023 invoice IN 275393 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 43498		875.00				
12/20/2023 invoice IN 275396 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 43498		825.00				
12/20/2023 invoice IN 275398 Line Description: 012 17777 OLD CUTLER RD, LLC - Vendor: 002651 WEISS SEROTA HELFMAN Check # 43498		11,961.14				
12/20/2023 invoice IN 276735-1 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 43498		3,150.00				
12/20/2023 invoice IN 276736-1 Line Description: AIRCHILD BAY SUBDIVISION LLC- Vendor: 002651 WEISS SEROTA HELFMAN Check # 43498		1,400.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
1/17/2024 invoice IN 279629 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		1,380.00				
1/17/2024 invoice IN 279630 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		240.00				
1/17/2024 invoice IN 279631 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		3,420.00				
1/17/2024 invoice IN 279632 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		4,715.92				
1/17/2024 invoice IN 279633 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		3,150.00				
1/17/2024 invoice IN 279634 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		281.00				
1/17/2024 invoice IN 279635 Line Description: 012 17777 OLD CUTLER RD, LLC - Vendor: 002651 WEISS SEROTA HELFMAN Check # 43676		19,322.15				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
2/7/2024 invoice IN 5370 Line Description: LITIGATION - 17777 OLD CUTLER Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 43795		330.00				
2/12/2024 invoice IN 280762 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		1,260.00				
2/12/2024 invoice IN 280763 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		300.00				
2/12/2024 invoice IN 280764 Line Description: 006-4 17777 OLD CUTLER RD -BER Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		450.00				
2/12/2024 invoice IN 280765 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		1,020.00				
2/12/2024 invoice IN 280766 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		60.00				
2/12/2024 invoice IN 280767 Line Description: SOUTH FLORIDA WATER MANAGEMENT Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		515.00				

0001 GENERAL FUND
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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
2/12/2024 invoice IN 280768 Line Description: 012 17777 OLD CUTLER RD, LLC - Vendor: 002651 WEISS SEROTA HELFMAN Check # 43892		5,784.92				
3/6/2024 invoice IN 5427 Line Description: LITIGATION 17777 OLD CUTLER V. Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 44011		374.00				
3/14/2024 invoice IN 282163 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 44122		300.00				
3/15/2024 invoice IN 282161 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 44122		240.00				
3/15/2024 invoice IN 282162 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 44122		240.00				
3/15/2024 invoice IN 282164 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 44122		2,070.00				
3/15/2024 invoice IN 282165 Line Description: 009 SOUTH FLORIDA WATER MANAGE Vendor: 002651 WEISS SEROTA HELFMAN Check # 44122		2,646.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
3/15/2024 invoice IN 282166 Line Description: 012 17777 OLD CUTLER RD, LLC - Vendor: 002651 WEISS SEROTA HELFMAN Check # 44122		2,910.66				
4/4/2024 invoice IN 04012024 Line Description: LEGAL REPRESENTATION: TANGLEWO Vendor: 005186 JORGE LUIS LOPEZ LAW FIRM, LLC Check # 44218		15,000.00				
4/11/2024 invoice IN 5055 Line Description: GOVERNMENTAL AFFAIR LEGAL SERV Vendor: 005186 JORGE LUIS LOPEZ LAW FIRM, LLC Check # 44264		10,000.00				
4/15/2024 invoice IN 283411 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 44319		3,120.00				
4/15/2024 invoice IN 283412 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 44319		300.00				
4/15/2024 invoice IN 283413 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 44319		90.00				
4/15/2024 invoice IN 283414 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 44319		4,203.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
4/15/2024 invoice IN 283415 Line Description: 012 17777 OLD CUTLER RD, LLC - Vendor: 002651 WEISS SEROTA HELFMAN Check # 44319		1,361.00				
5/16/2024 invoice IN 284590 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 44525		1,440.00				
5/16/2024 invoice IN 284591 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 44525		300.00				
5/16/2024 invoice IN 284592 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 44525		18,000.00				
5/16/2024 invoice IN 284593 Line Description: 012 17777 OLD CUTLER RD, LLC - Vendor: 002651 WEISS SEROTA HELFMAN Check # 44525		240.00				
5/30/2024 invoice IN 5085 Line Description: GOVERNMENTAL AFFAIR LEGAL SERV Vendor: 005186 JORGE LUIS LOPEZ LAW FIRM, LLC Check # 44585		37,500.00				
6/7/2024 invoice IN 285875 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 44728		2,430.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
6/7/2024 invoice IN 285876 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 44728		270.00				
6/7/2024 invoice IN 285877 Line Description: 006-4 17777 OLD CUTLER RD LLC Vendor: 002651 WEISS SEROTA HELFMAN Check # 44728		60.00				
6/7/2024 invoice IN 285878 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 44728		6,245.00				
6/7/2024 invoice IN 285879 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 44728		25,064.14				
7/9/2024 invoice IN 287235 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 45212		480.00				
7/9/2024 invoice IN 287236 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 45212		240.00				
7/9/2024 invoice IN 287237 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 45212		60.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
7/9/2024 invoice IN 287238 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 45212		600.00				
7/9/2024 invoice IN 287239 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 45212		1,020.00				
7/22/2024 invoice IN 198252 Line Description: PLANTS OF RUSKIN LLC V. THE VI Vendor: 005132 MENDLESTEIN & DAVIS, P.A., FALK, WAAS, SOLOMON Check # 45001		4,440.00				
7/22/2024 invoice IN 5140 Line Description: GOVERNMENTAL AFFAIR LEGAL SERV Vendor: 005186 JORGE LUIS LOPEZ LAW FIRM, LLC Check # 44996		45,000.00				
8/9/2024 invoice IN 288755 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 45158		2,760.00				
8/9/2024 invoice IN 288756 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 45158		450.00				
8/9/2024 invoice IN 288757 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 45158		12,380.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
8/28/2024 invoice IN 199630 Line Description: PLANTS OF RUSKIN LLC V. THE VI Vendor: 005132 MENDLESTEIN & DAVIS, P.A., FALK, WAAS, SOLOMON Check # 45228		2,777.61				
9/6/2024 invoice IN 290302 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 45310		2,460.00				
9/6/2024 invoice IN 290303 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 45310		67.79				
9/6/2024 invoice IN 290304 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 45310		7,995.00				
9/10/2024 invoice IN 5170 Line Description: GOVERNMENTAL AFFAIR LEGAL SERV Vendor: 005186 JORGE LUIS LOPEZ LAW FIRM, LLC Check # 45319		25,000.00				
9/25/2024 invoice IN 200254 Line Description: PLANTS OF RUSKIN LLC V. THE VI Vendor: 005132 MENDLESTEIN & DAVIS, P.A., FALK, WAAS, SOLOMON Check # 45393		1,200.00				
9/30/2024 invoice IN 291614 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 45481		3,090.00				

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Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005	LITIGATION RESERVE	(Continued)					
	9/30/2024 invoice IN 291615 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 45481		2,340.00				
	9/30/2024 invoice IN 291616 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 45481		2,370.00				
	9/30/2024 invoice IN 291617 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 45481		8,315.89				
	9/30/2024 invoice IN 201140 Line Description: PLANTS OF RUSKIN LLC V. THE VI Vendor: 005132 MENDLESTEIN & DAVIS, P.A., FALK, WAAS, SOLOMON Check # 45626		960.00				
31001005	LITIGATION RESERVE	325,000.00	359,197.62	359,197.62	0.00	-34,197.62	110.52
	Total PRFESSIONAL SERVICES	400,000.00	521,392.21	521,392.21	0.00	-121,392.21	130.35
52000000	OPERATING SUPPLIES						
52001000	GENERAL OPERATING SUPPLIES	2,500.00	0.00	0.00	0.00	2,500.00	0.00
	Total OPERATING SUPPLIES	2,500.00	0.00	0.00	0.00	2,500.00	0.00
54000000	PUBLICATIONS SUBSCRIPT MEMBRSHP						
54001000	PUBLICATIONS SUBSCRIPT MEMBRSHP	500.00	0.00	0.00	0.00	500.00	0.00
	7/15/2024 invoice IN AD2219 Line Description: INVOICE AD2219 FROM MIIAMI DAD Vendor: 000969 Miami-Dade County League of Ci Check # 44945		500.00				
54001000	PUBLICATIONS SUBSCRIPT MEMBRSHP	500.00	500.00	500.00	0.00	0.00	100.00

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
Total PUBLICATIONS SUBSCRIPT MEMBRSHP		500.00	500.00			
55000000 TRAINING						
55001000 PROFESSIONAL DEVELOPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0.00
Total TRAINING	1,000.00	0.00	0.00	0.00	1,000.00	0.00
Total GENERAL FUND	404,000.00	521,892.21	521,892.21	0.00	-117,892.21	129.18
Grand Total	404,000.00	521,892.21	521,892.21	0.00	-117,892.21	129.18

Expenditure Detail Report

VILLAGE OF PALMETTO BAY
10/01/2024 through 09/30/2025

0001 GENERAL FUND
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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
30 OPERATING EXPENDITURE/EXPENSES						
31000000 PRFESSIONAL SERVICES						
31001001 GENERAL LEGAL	150,000.00	0.00	0.00	0.00	150,000.00	0.00
11/6/2024 invoice IN 5911 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 45680		342.10				
11/12/2024 invoice IN 292977 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 45774		180.00				
11/13/2024 invoice IN 12613 Line Description: project management Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45718		175.00				
11/13/2024 invoice IN 12613 Line Description: everlaw hosting Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45718		752.00				
11/18/2024 invoice IN 3844 Line Description: LEGAL SERVICES - VETERANS PARK Vendor: 000868 LOTT & LEVINE Check # 45813		1,187.50				
11/18/2024 invoice IN 3845 Line Description: LEGAL SERVICES-GRANT OF LICENS Vendor: 000868 LOTT & LEVINE Check # 45813		478.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
11/18/2024 invoice IN 3846 Line Description: LEGAL SERVICES - WASA TITLE OP Vendor: 000868 LOTT & LEVINE Check # 45813		4,924.00				
12/11/2024 invoice IN 12812 Line Description: PROJECT MANAGEMENT Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45922		227.50				
12/11/2024 invoice IN 12812 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 45922		752.00				
12/12/2024 invoice IN 241125BAL Line Description: FPL PALMETTO BAY POWER STATION Vendor: 002651 WEISS SEROTA HELFMAN Check # 45938		9,250.00				
12/12/2024 invoice IN 294268 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 45938		180.00				
1/6/2025 invoice IN 5983 Line Description: PUBLICATION FEE TO COMMUNITY N Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 46126		350.00				
1/13/2025 invoice IN 13117 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 46151		752.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
1/13/2025 invoice IN 295787 Line Description: 011 AMERICAN RESCUE PLAN ACT O Vendor: 002651 WEISS SEROTA HELFMAN Check # 46170		635.00				
1/22/2025 invoice IN 3862 Line Description: LEGAL SERVICES - VETERANS PARK Vendor: 000868 LOTT & LEVINE Check # 46229		1,150.00				
1/28/2025 invoice IN 01/24/25MOTION Line Description: MOTION FOR FINAL JUDGEMENT AND Vendor: 000978 MIAMI-DADE COUNTY Check # 46271		3,972.00				
2/7/2025 invoice IN 6031 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 46406		682.00				
2/11/2025 invoice IN 13512 Line Description: EVERLAW HOSTING Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 46362		752.00				
2/26/2025 invoice IN 9170372 Line Description: VILLAGE ATTORNEY Vendor: 004997 MCCARTER & ENGLISH, LLP. Check # 46480		1,980.00				
2/26/2025 invoice IN 296792 Line Description: 006 SPECIAL COUNSEL FOR LITIGA Vendor: 002651 WEISS SEROTA HELFMAN Check # 46493		870.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001001 GENERAL LEGAL	(Continued)					
3/5/2025 invoice IN 6092 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 46570		1,100.00				
3/11/2025 invoice IN 13787 Line Description: PROJECT MANAGEMENT AND EVERLAW Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 46598		822.00				
3/13/2025 invoice IN 10059124 Line Description: FOR PROFESSIONAL SERVICES REND Vendor: 000061 AKERMAN LLP Check # 46613		6,300.00				
3/25/2025 invoice IN 205573 Line Description: VILLAGE OF PALMETTO BAY -GENER Vendor: 005132 MENDLESTEIN & DAVIS, P.A., FALK, WAAS, SOLOMON Check # 46752		2,720.00				
3/25/2025 invoice IN 9177377 Line Description: Village Attorney Vendor: 004997 MCCARTER & ENGLISH, LLP. Check # 46725		3,480.00				
4/2/2025 invoice IN 6160 Line Description: LITIGATION Vendor: 002891 LEHTINEN SCHULTZ, PLLC. Check # 46804		264.00				
31001001 GENERAL LEGAL	150,000.00	44,277.10	44,277.10	0.00	105,722.90	29.52
31001002 ZONING APPLICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
31001004 CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00	0.00
31001005 LITIGATION RESERVE	325,000.00	0.00	0.00	0.00	325,000.00	0.00

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
11/12/2024 invoice IN 292978 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 45774		3,210.00				
11/12/2024 invoice IN 292979 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 45774		1,440.00				
11/12/2024 invoice IN 292980 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 45774		1,405.00				
11/12/2024 invoice IN 292981 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 45774		3,870.00				
11/27/2024 invoice IN 202264 Line Description: PLANTS OF RUSKIN LLC V. THE VI Vendor: 005132 MENDLESTEIN & DAVIS, P.A., FALK, WAAS, SOLOMON Check # 45888		360.72				
12/12/2024 invoice IN 294269 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 45938		2,950.00				
12/12/2024 invoice IN 294270 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 45938		1,230.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
12/12/2024 invoice IN 294271 Line Description: 006-5 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 45938		750.00				
12/12/2024 invoice IN 294272 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 45938		870.00				
12/12/2024 invoice IN 294273 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 45938		4,863.15				
12/27/2024 invoice IN 202802 Line Description: PLANTS OF RUSKIN LLC V. THE VI Vendor: 005132 MENDLESTEIN & DAVIS, P.A., FALK, WAAS, SOLOMON Check # 46066		1,123.87				
1/13/2025 invoice IN 295782 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 46170		3,060.00				
1/13/2025 invoice IN 295783 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 46170		1,715.00				
1/13/2025 invoice IN 295784 Line Description: 006-6 FAIRCHILD BAY SUBDIVISIO Vendor: 002651 WEISS SEROTA HELFMAN Check # 46170		450.00				

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005 LITIGATION RESERVE	(Continued)					
1/13/2025 invoice IN 295785 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 46170		26,050.00				
1/13/2025 invoice IN 295786 Line Description: 006-8 YATCH CLUB BY LUXCOM LLC Vendor: 002651 WEISS SEROTA HELFMAN Check # 46170		1,800.00				
1/15/2025 invoice IN 5295 Line Description: LEGAL REPRESENTATION: TANGLEWO Vendor: 005186 JORGE LUIS LOPEZ LAW FIRM, LLC Check # 46154		70,000.00				
1/15/2025 invoice IN 5296 Line Description: LEGAL SERVICES: 87TH AVE BRIDG Vendor: 005186 JORGE LUIS LOPEZ LAW FIRM, LLC Check # 46154		65,000.00				
1/16/2025 invoice IN 80639 Line Description: YACHT CLUB BY LUXCOM LLC-FOR Vendor: 005330 JOHNSON ANSELMO MURDOCH BURKE, PIPER & HOCHMAN, P.A. Check # 46184		1,266.23				
1/22/2025 invoice IN 81015 Line Description: YACHT CLUB BY LUXCOM LLC-FOR Vendor: 005330 JOHNSON ANSELMO MURDOCH BURKE, PIPER & HOCHMAN, P.A. Check # 46225		3,801.64				
2/26/2025 invoice IN 81393 Line Description: YACHT CLUB BY LUXCOM LLC-FOR Vendor: 005330 JOHNSON ANSELMO MURDOCH BURKE, PIPER & HOCHMAN, P.A. Check # 46509		1,519.20				

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Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
31001005	LITIGATION RESERVE	(Continued)					
	2/26/2025 invoice IN 296793 Line Description: 006-1 YATCH CLUB AT LUXCOM -BE Vendor: 002651 WEISS SEROTA HELFMAN Check # 46493		28,230.68				
	2/26/2025 invoice IN 296794 Line Description: 006-3 YATCH CLUB BY LUXCOM -OP Vendor: 002651 WEISS SEROTA HELFMAN Check # 46493		1,590.00				
	2/26/2025 invoice IN 296795 Line Description: 006-7 YACHT CLUB BY LUXCOM Vendor: 002651 WEISS SEROTA HELFMAN Check # 46493		2,885.44				
	2/26/2025 invoice IN 296796 Line Description: 006-9 BARLOW, JOSEPH - CHAPTER Vendor: 002651 WEISS SEROTA HELFMAN Check # 46493		390.00				
	4/9/2025 invoice IN 14090 Line Description: LUXCOM PROJECT MANAGEMENT, FOR Vendor: 004996 COBRA LEGAL SOLUTIONS, LLC. Check # 46830		5,991.00				
31001005	LITIGATION RESERVE	325,000.00	235,821.93	235,821.93	0.00	89,178.07	72.56
	Total PRFESSIONAL SERVICES	475,000.00	280,099.03	280,099.03	0.00	194,900.97	58.97
52000000	OPERATING SUPPLIES						
52001000	GENERAL OPERATING SUPPLIES	2,500.00	0.00	0.00	0.00	2,500.00	0.00
	Total OPERATING SUPPLIES	2,500.00	0.00	0.00	0.00	2,500.00	0.00
54000000	PUBLICATIONS SUBSCRIPT MEMBRSHP						
54001000	PUBLICATIONS SUBSCRIPT MEMBRSHP	500.00	0.00	0.00	0.00	500.00	0.00
	Total PUBLICATIONS SUBSCRIPT MEMBRSHP	500.00	0.00	0.00	0.00	500.00	0.00

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Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
55000000 TRAINING						
55001000 PROFESSIONAL DEVELOPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0.00
Total TRAINING	1,000.00	0.00	0.00	0.00	1,000.00	0.00
Total GENERAL FUND	479,000.00	280,099.03	280,099.03	0.00	198,900.97	58.48
Grand Total	479,000.00	280,099.03	280,099.03	0.00	198,900.97	58.48

AGENDA ITEM NO. 14.C

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Resolution
AGENDA SECTION:	RESOLUTIONS WITH PUBLIC COMMENT
SUBJECT:	A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, RELATED TO PARKS AND RECREATION, FULFILLING THE RECOMMENDATION OF THE 2019 PALMETTO BAY PARK MASTER PLAN AND THE 2023 VILLAGE OF PALMETTO BAY PARKS MASTER PLAN; DIRECTING THE VILLAGE MANAGER TO PROCEED WITH THE DESIGN AND CONSTRUCTION OF A LABYRINTH/SENSORY GARDEN; CREATING A QUIET, CONTEMPLATIVE, AND RICHLY SENSORIAL FEATURE WITHIN PALMETTO BAY PARK; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*
SUGGESTED ACTION:	

ATTACHMENTS:

Reso-PBP Labyrinth Sensory Garden
Exhibit A-Labyrinth and Sensory Garden Images
Exhibit B-Wikipedia Labyrinth Description
Exhibit C-Wilipedia Sensory Garden Description
Exhibit D-Parks Master Plan
Exhibit E-Resolution 2019-104
Exhibit F-Resolution 2023-60

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, RELATED TO PARKS AND RECREATION, FULFILLING THE RECOMMENDATION OF THE 2019 PALMETTO BAY PARK MASTER PLAN AND THE 2023 VILLAGE OF PALMETTO BAY PARKS MASTER PLAN; DIRECTING THE VILLAGE MANAGER TO PROCEED WITH THE DESIGN AND CONSTRUCTION OF A LABYRINTH/SENSORY GARDEN; CREATING A QUIET, CONTEMPLATIVE, AND RICHLY SENSORIAL FEATURE WITHIN PALMETTO BAY PARK; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

WHEREAS, in Resolution 2019-104, Village Council approved a labyrinth and a sensory garden as part of the 2019 Palmetto Bay Park Master Plan; and,

WHEREAS, in Resolution 2023-60 on Sept. 9, 2023, the Village Council approved the 2023 Village of Palmetto Bay Parks Master Plan, which recommended a labyrinth/sensory garden as a “south-end improvement” to Palmetto Bay Park; and,

WHEREAS, the 2023 Parks Master Plan describes the labyrinth/sensory garden as “a meditation and relaxation” area, providing a “calming artistic expression,” and a “complement to the labyrinth to create a beautiful meditation space” with benches, shade, and walking path; and,

WHEREAS, the 2023 Parks Master Plan states that the labyrinth/sensory garden is “an amenity that can be enjoyed by all age groups;” and,

WHEREAS, the 2023 Parks Master Plan differentiates the labyrinth from a maze “in that there is visibility in a labyrinth and navigation through its path,” so that participants are clearly seen across the labyrinth and are not hidden within shrubbery; and,

WHEREAS, labyrinths are historic structures, tracing back to prehistoric times, and used by various cultures over the centuries as a symbol of a sacred journey, a path toward spiritual understanding, a substitute for pilgrimages to Jerusalem, a walking meditation, a way to reflection, or a connection to oneself and others; and,

WHEREAS, a sensory garden promotes relaxation and well-being, with plants that appeal to the senses of sight, smell, touch, taste, and hearing; and,

WHEREAS, because Palmetto Bay Park is extensively used for athletics, sports, and physical activities, a labyrinth/sensory garden for meditation and quiet reflection is needed for those residents who prefer a calm and beautiful space; and,

WHEREAS, a grassy area in the southeast portion of the park has been designated by the parks master plan as a labyrinth/sensory garden, separated on the north from the soccer and flag football area by the pine rockland, and bordered on the east, west, and south by residential neighborhoods at 94th Ave. and 180 St., serving to protect neighbors from the noise and commotion of an active park; and,

WHEREAS, in 2023, the parks master plan estimated the total cost to implement the labyrinth/sensory garden as $204,000.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF PALMETTO BAY, FLORIDA, THAT:

Section 1. That the above recitals are incorporated as if set forth in full.

Section 2. The Village Council directs the Village Manager to proceed with the design and construction of a labyrinth/sensory garden to create a quiet, contemplative, and richly sensorial feature within Palmetto Bay Park, as recommended by Resolution 2019-104, the 2019 Palmetto Bay Park Master Plan and Resolution 2023-60, the 2023 Village of Palmetto Bay Parks Master Plan.

PASSED and **ADOPTED** this 5th day of May, 2025.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
John C. Dellagloria
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

Images of labyrinths



labyrinth



University of Miami labyrinth

https://youtu.be/cMwjDC3NykE

Time lapse 2-minute video showing the construction of the Florida State University labyrinth in Tallahassee.

https://youtu.be/3tnqNixNI9s

A 9-minute video showing the Fregeau labyrinth at the Duncan Center in Delray Beach, Florida, explaining the purpose and history of the labyrinth.



Long Key Park labyrinth, Long Key, Florida



Lehigh Acres labyrinth walk, Lehigh Acres, Florida



Gilbert Park Labyrinth, Yakima Parks and Recreation, Yakima, Washington



North Lake Wales, Florida labyrinth



A labyrinth sensory garden

THE DALÍ

The Labyrinth

Just southeast beyond the ficus is a gate that, sliding between two stones, provides the entrance to the Labyrinth. On the gate is diagrammed the layout of the Labyrinth. The path of crushed limestone leads through the course of podocarpus hedges that curve and and angle abruptly. The path leads to the center of the Labyrinth, which is marked by the tallest cypress tree on the Museum grounds. The cypress is a symbol of welcoming in Mediterranean cultures as its regular planting demonstrates a human intent. The Labyrinth's design is derived from the labyrinth at Chartres Cathedral: one enters heading toward the center and then is abruptly led to the right and then around each quadrant of the labyrinthe circle before arriving at the center.

Happily, there are no wrong turns in this Labyrinth. It is not a maze; it is unicursal, going only one way. A maze has dead ends, wrong turns, deceptive courses and frustrations. But entering this labyrinth you have only to follow the course under your feet, and by simple persistence you arrive at the center. The Labyrinth is an Apollonian contrast to the Grotto. Here the light of the mind imposes itself in its geometric perfection on the wild growth of the podocarpus, creating a rationalized model of the world. It also proposes our place in it.





Dali Museum labyrinth, St. Petersburg, Florida



A labyrinth sensory garden



A labyrinth sensory garden



A labyrinth sensory garden



A labyrinth garden



13th century Chartres Cathedral labyrinth, Chartres, France

Labyrinth

In Greek mythology, the **Labyrinth** (Ancient Greek: λαβύρινθος, romanized: *Labúrinthos*)[a] is an elaborate, confusing structure designed and built by the legendary artificer Daedalus for King Minos of Crete at Knossos. Its function was to hold the Minotaur, the monster eventually killed by the hero Theseus. Daedalus had so cunningly made the Labyrinth that he could barely escape it after he built it.[1]



Silver coin from Knossos displaying the 7-course "Classical" design to represent the Labyrinth, c. 400 BC

Although early Cretan coins occasionally exhibit branching (multicursal) patterns,[2] the single-path (unicursal) seven-course "Classical" design without branching or dead ends became associated with the Labyrinth on coins as early as 430 BC,[3] and similar non-branching patterns became widely used as visual representations of the Labyrinth – even though both logic and literary descriptions make it clear that the Minotaur was trapped in a complex branching maze.[4] Even as the designs became more elaborate, visual depictions of the mythological Labyrinth from the Roman era until the Renaissance are almost invariably unicursal. Branching mazes were reintroduced only when hedge mazes became popular during the Renaissance.[5]

In English, the term *labyrinth* is generally synonymous with *maze*. As a result of the long history of unicursal representation of the mythological Labyrinth, however, many contemporary scholars and enthusiasts observe a distinction between the two. In this specialized usage, *maze* refers to a complex branching multicursal puzzle with choices of path and direction, while a unicursal *labyrinth* has only a single path to the center. A labyrinth in this sense has an unambiguous route to the center and back and presents no navigational challenge.[6][7][8][9]

Unicursal labyrinths appeared as designs on pottery or basketry, as body art, and in etchings on walls of caves or churches. The Romans created many primarily decorative unicursal designs on walls and floors in tile or mosaic. Many labyrinths set in floors or on the ground are large enough that the path can be walked. Unicursal patterns have been used historically both in group ritual and for private meditation, and are increasingly found for therapeutic use in hospitals and hospices.[10]

Etymology

Labyrinth is a word of pre-Greek origin whose derivation and meaning are uncertain. Maximillian Mayer suggested as early as 1892[11] that *labyrinthos* might derive from *labrys*, a Lydian word for "double-bladed axe".[12] Arthur Evans, who excavated the Minoan palace of Knossos in Crete early in

the 20th century, suggested that the ruins there inspired the story of the labyrinth, and since the double axe motif appears in the palace ruins, he asserted that *labyrinth* could be understood to mean "the house of the double axe".[13] The same symbol, however, was discovered in other palaces in Crete.[14] Nilsson observed that in Crete the double axe is not a weapon and always accompanies goddesses or women and not a male god.[15]

The association with "labrys" lost some traction when Linear B was deciphered in the 1950s, and an apparent Mycenaean Greek rendering of "labyrinth" appeared as *da-pu2-ri-to* (𐀓𐀁𐀪𐀲𐀜).[13][16][17][18] This may be related to the Minoan word *du-pu2-re*, which appears in Linear A on libation tablets and in connection with Mount Dikte and Mount Ida, both of which are associated with caverns.[19][20] Caverns near Gortyna, the Cretan capital in the 1st century AD, were called *labyrinthos*.[18]

Pliny's *Natural History* gives four examples of ancient labyrinths: the Cretan labyrinth, an Egyptian labyrinth, a Lemnian labyrinth, and an Italian labyrinth. These are all complex underground structures,[21] and this appears to have been the standard Classical understanding of the word.

Beekes also finds the relation with *labrys* speculative, and suggests instead a relation with Greek λαύρα ('narrow street').[22]

Ancient labyrinths

Cretan labyrinth

When the Bronze Age site at Knossos was excavated by archaeologist Arthur Evans, the complexity of the architecture prompted him to suggest that the palace had been the Labyrinth of Daedalus. Evans found various bull motifs, including an image of a man leaping over the horns of a bull, as well as depictions of a labrys carved into the walls. On the strength of a passage in the *Iliad*,[23] it has been suggested that the palace was the site of a dancing-ground made for Ariadne by the craftsman Daedalus,[24][25] where young men and women, of the age of those sent to Crete as prey for the Minotaur, would dance together. By extension, in popular legend the palace is associated with the myth of the Minotaur.



A Roman mosaic from Zeugma, Commagene (now in the Zeugma Mosaic Museum) depicting Daedalus, his son Icarus, Queen Pasiphaë, and two of her female attendants

In the 2000s, archaeologists explored other potential sites of the labyrinth.[26] Oxford University geographer Nicholas Howarth believes that "Evans's hypothesis that the palace of Knossos is also the Labyrinth must be treated sceptically."[26] Howarth and his team conducted a search of an underground complex known as the Skotino cave but concluded that it was formed naturally. Another contender is a series of tunnels at Gortyn, accessed by a narrow crack but expanding into interlinking caverns. Unlike the Skotino cave, these caverns have smooth walls and columns, and appear to have been at least partially man-made. This site corresponds to a labyrinth symbol on a 16th-century map of Crete in a book of maps in the library of Christ Church, Oxford. A map of the caves themselves was produced by the

French in 1821. The site was also used by German soldiers to store ammunition during the Second World War. Howarth's investigation was shown on a documentary[27] produced for the National Geographic Channel.



Theseus in the Minotaur's labyrinth, by Edward Burne-Jones, 1861

The Egyptian labyrinth

In Book II of his *Histories*, Herodotus applies the term "labyrinth" to a building complex in Egypt "near the place called the City of Crocodiles", that he considered to surpass the pyramids.[28] The structure, which may have been a collection of funerary temples such as are commonly found near Egyptian pyramids,[29] was destroyed in antiquity and can only be partially reconstructed.[30][31] During the nineteenth century, the remains of this ancient Egyptian structure were discovered at Hawara in the Faiyum Oasis by Flinders Petrie at the foot of the pyramid of the twelfth-dynasty pharaoh Amenemhat III (reigned c. 1860 BC to c. 1814 BC).[32]

Pliny's Lemnian labyrinth

Pliny the Elder's *Natural History* (36.90) lists the legendary Smilis, reputed to be a contemporary of Daedalus, together with the historical mid-sixth-century BC architects and sculptors Rhoikos and Theodoros as two of the makers of the Lemnian labyrinth, which Andrew Stewart[33] regards as "evidently a misunderstanding of the Samian temple's location *en limnais* ['in the marsh']."

Pliny's Italian labyrinth

According to Pliny, the Tomb of Lars Porsena contained an underground maze. Pliny's description of the exposed portion of the tomb is intractable; Pliny, it seems clear, had not observed this structure himself, but is quoting the historian and Roman antiquarian Varro.[34]

Ancient labyrinths outside Europe

A design essentially identical to the 7-course "classical" pattern appeared in Native American culture, the Tohono O'odham people labyrinth which features I'itoi, the "Man in the Maze." The Tonoho O'odham pattern has two distinct differences from the classical: it is radial in design, and the entrance is at the top, where traditional labyrinths have the entrance at the bottom (see below). The earliest appearances cannot be dated securely; the oldest is commonly dated to the 17th century.[35]

Unsubstantiated claims have been made for the early appearance of labyrinth figures in India,[36] such as a prehistoric petroglyph on a riverbank in Goa purportedly dating to circa 2500 BC.[37] Other examples have been found among cave art in northern India and on a dolmen shrine in the Nilgiri Mountains, but are difficult to date accurately. Securely datable examples begin to appear only around 250 BC.[36] Early labyrinths in India typically follow the Classical pattern or a local variant of it; some have been described as plans of forts or cities.[38]

Labyrinths appear in Indian manuscripts and Tantric texts from the 17th century onward. They are often called "Chakravyuha" in reference to an impregnable battle formation described in the ancient Mahabharata epic. Lanka, the capital city of mythic Rāvana, is described as a labyrinth in the 1910 translation of Al-Beruni's *India* (c. 1030 AD) p. 306 (with a diagram on the following page).[39]



Carving showing the warrior Abhimanyu entering the *chakravyuha* – Hoysaleswara temple, Halebidu, India

By the White Sea, notably on the Solovetsky Islands, there have been preserved more than 30 stone labyrinths. The most remarkable monument is the Stone labyrinths of Bolshoi Zayatsky Island – a group of some 13 stone labyrinths on 0.4 km^2 area of one small island. Local archaeologists have speculated that these labyrinths may be 2,000–3,000 years old, though most researchers remain dubious.[40]

Labyrinth as pattern

The 7-course "Classical" or "Cretan" pattern known from Cretan coins (ca 400–200 BC) appears in several examples from antiquity, some perhaps as early as the late Stone Age or early Bronze Age.[41] Roman floor mosaics typically unite four copies of the classical labyrinth (or a similar pattern) interlinked around the center, squared off as the medium requires, but still recognisable. An image of the Minotaur or an allusion to the legend of the Minotaur appears at the center of many of these mosaic labyrinths.



"Classical" or "Cretan" design, well-known in antiquity.

The four-axis medieval patterns may have developed from the Roman model, but are more varied in how the four quadrants of the design are traced out. The Minotaur or other danger is retained in the center of several medieval examples. The Chartres pattern (named for its appearance in Chartres Cathedral) is the most common medieval design; it appears in manuscripts as early as the 9th century.

Medieval labyrinths and turf mazes

When the early humanist Benzo d'Alessandria visited Verona before 1310, he noted the "*Laberinthum* which is now called the Arena";[42] perhaps he was seeing the *cubiculi* beneath the arena's missing floor. The full flowering of the medieval labyrinth came about from the twelfth through fourteenth centuries with the grand pavement labyrinths of the gothic cathedrals, notably Chartres, Reims and Amiens in northern France. The symbolism or purpose behind these is unclear, and may have varied from one installation to the next. Descriptions survive of French clerics performing a ritual Easter dance along the path on Easter Sunday.[43] Some labyrinths may have originated as allusions to the

Holy City; and some modern writers have theorized that prayers and devotions may have accompanied the perambulation of their intricate paths.[44] Although some books (in particular guidebooks) suggest that the mazes on cathedral floors served as substitutes for pilgrimage paths, the earliest attested use of the phrase "chemin de Jerusalem" (path to Jerusalem) dates to the late 18th century when it was used to describe mazes at Reims and Saint-Omer.[45] The accompanying ritual, depicted in Romantic illustrations as involving pilgrims following the maze on their knees while praying, may have been practiced at Chartres during the 17th century.[45][46] The cathedral labyrinths are thought to be the inspiration for the many turf mazes in the UK, such as survive at Wing, Hilton, Alkborough, and Saffron Walden.



The four-axis pattern as executed in Chartres Cathedral (early 1200s)

Over the same general period, some 500 or more non-ecclesiastical labyrinths were constructed in Scandinavia. These labyrinths, generally in coastal areas, are marked out with stones, most often in the simple 7- or 11-course classical forms. They often have names which translate as "Troy Town." They are thought to have been constructed by fishing communities: trapping malevolent trolls or winds in the labyrinth's coils might ensure a safe fishing expedition. There are also stone labyrinths on the Isles of Scilly, although none is known to date from before the nineteenth century.

There are examples of labyrinths in many disparate cultures. The symbol has appeared in various forms and media (petroglyphs, classic-form, medieval-form, pavement, turf, and basketry) at some time throughout most parts of the world, from Native North and South America to Australia, Java, India, and Nepal.



Chartres Cathedral, about 1750, Jean Baptiste Rigaud

Modern labyrinths

Starting in the late 20th century, there has been a resurgence of interest in labyrinths and a revival in labyrinth building, of both unicursal and multicursal patterns.[47] Approximately 6,000 labyrinths have been registered with the Worldwide Labyrinth Locator; these are located around the world in private properties, libraries, schools, gardens, and recreational areas, as well as famous temples and cathedrals.[48][49]

The labyrinth is also treated in contemporary fine arts. Examples include Piet Mondrian's *Pier and Ocean* (1915), Joan Miró's *Labyrinth* (1923), Pablo Picasso's *Minotauromachy* (1935), M. C. Escher's *Relativity* (1953), Friedensreich Hundertwasser's *Labyrinth* (1957), Jean Dubuffet's *Logological Cabinet* (1970), Richard Long's *Connemara sculpture* (1971), Joe Tilson's *Earth Maze* (1975), Richard



Labyrinth on floor of Grace Cathedral, San Francisco

Fleischner's *Chain Link Maze* (1978), István Orosz's *Atlantis Anamorphosis* (2000), Dmitry Rakov's *Labyrinth* (2003), and drawings by contemporary American artist Mo Morales employing what the artist calls "Labyrinthine projection." The Italian painter Davide Tonato has dedicated many of his artistic works to the labyrinth theme.[50] In modern imagery, the labyrinth of Daedalus is often represented by a multicursal maze, in which one may become lost.

Mark Wallinger has created a set of 270 enamel plaques of unicursal labyrinth designs, one for every tube station in the London Underground, to mark the 150th anniversary of the Underground. The plaques were installed over a 16-month period in 2013 and 2014, and each is numbered according to its position in the route taken by the contestants in the 2009 Guinness World Record Tube Challenge.[51][52]

Cultural meanings

Prehistoric labyrinths may have served as traps for malevolent spirits or as paths for ritual dances. Many Roman and Christian labyrinths appear at the entrances of buildings, suggesting that they may have served a similar apotropaic purpose.[53] In their cross-cultural study of signs and symbols, *Patterns that Connect*, Carl Schuster and Edmund Carpenter present various forms of the labyrinth and suggest various possible meanings, including not only a sacred path to the home of a sacred ancestor, but also, perhaps, a representation of the ancestor him/herself: "...many [New World] Indians who make the labyrinth regard it as a sacred symbol, a beneficial ancestor, a deity. In this they may be preserving its original meaning: the ultimate ancestor, here evoked by two continuous lines joining its twelve primary joints."[54] Schuster also observes the common theme of the labyrinth being a refuge for a trickster; in India, the demon Ravana has dominion over labyrinths, the trickster Djonaha lives in a labyrinth according to Sumatran Bataks, and Europeans say it is the home of a rogue.[54]

One can think of labyrinths as symbolic of pilgrimage: people walking the path ascend toward salvation or enlightenment. Mystical teachings in traditions across centuries suggest that they can also be understood as coded maps of the spiritual path.[55]

Many labyrinths have been constructed recently in churches, hospitals, and parks. These are often used for contemplation; walking among the turnings, one loses track of direction and of the outside world, and thus quiets the mind.

Christian use

Labyrinths have on various occasions been used in Christian tradition as a part of worship. The earliest known example is from a fourth-century pavement at the Basilica of St Reparatus, at Orleansville, Algeria, with the words "Sancta Eclesia" [*sic*] at the center, though it is unclear how it might have been used in worship.

In medieval times, labyrinths began to appear on church walls and floors around 1000 AD. The most famous medieval labyrinth, with great influence on later practice, was created in Chartres Cathedral.[43]


Walking the labyrinth at Chartres Cathedral

The use of labyrinths has recently been revived in some contexts of Christian worship. Many churches in Europe and North America have constructed permanent, typically unicursal, labyrinths, or employ temporary ones (e.g., painted on canvas or outlined with candles). For example, a labyrinth was set up on the floor of St Paul's Cathedral for a week in March 2000.[56] Some conservative Christians disapprove of labyrinths, considering them pagan practices or "New Age" fads.[57]

Usage in media

Labyrinths and mazes have been embraced by the video game industry, and countless video games include such a feature. For example, the 1994 video game Marathon features many maze-like passages the player must navigate.

A number of film, game, and music creations feature labyrinths. For instance, the avant-garde multi-screen film *In the Labyrinth* presents a search for meaning in a symbolic modern labyrinth. The well-received 2006 film *Pan's Labyrinth* draws heavily upon labyrinth legend for symbolism. A magical labyrinth appears in the third episode, "And The Horns of a Dilemma", of *The Librarians*. See Labyrinth (disambiguation) for a further list of titles. The cult classic film by Jim Henson Labyrinth (1986 film) features an enormous otherworldly maze which a young woman must traverse to save her younger brother.

The Argentine writer Jorge Luis Borges was entranced with the idea of the labyrinth, and used it extensively in his short stories (such as "The House of Asterion" in *The Aleph*). His use of it has inspired other authors (e.g. Umberto Eco's *The Name of the Rose*, Mark Z. Danielewski's *House of Leaves*). Additionally, Roger Zelazny's fantasy series *The Chronicles of Amber* features a labyrinth, called "the Pattern," which grants those who walk it the power to move between parallel worlds. In Rick Riordan's series Percy Jackson & the Olympians, the events of the fourth novel, *The Battle of the Labyrinth*, predominantly take place within the labyrinth of Daedalus, which has followed the heart of the West to settle beneath the United States. Ursula K. Le Guin used an underground labyrinth in the second book of her Earthsea series, *The Tombs of Atuan*, in which the series hero Ged is captured by the book's protagonist Tenar on his trip to the Kargish Empire – the spiritual power of the "Nameless Ones" is vested at least in part in the labyrinth. Australian author Sara Douglass incorporated some labyrinthine ideas in her series The Troy Game, in which the Labyrinth on Crete is one of several in the ancient world, created with the cities as a source of magical power. Lawrence Durrell's *The Dark Labyrinth* depicts travelers trapped underground in Crete. Because a labyrinth can serve as a metaphor for situations that are difficult to be extricated from, Octavio Paz titled his book on Mexican identity *The Labyrinth of Solitude*, describing the Mexican condition as orphaned and lost.

See also

- Caerdroia
- Celtic maze
- I'itoi
- Julian's Bower
- Mizmaze
- Oxkintok
- Corn Maze
- The Backrooms

Notes

a. Ancient: [labýrinthos], Modern: [laˈvirinθos]

1. Doob 1992, p. 36
2. Kern, *Through the Labyrinth*, 2000, item 43, p. 53.
3. Kern, *Through the Labyrinth*, 2000, item 50, p. 54.
4. Penelope Reed Doob, *The Idea of the Labyrinth*, pp. 40–41.
5. McCullough, David (2004). *The Unending Mystery*. New York: Pantheon. pp. 113–124. ISBN 0375423060.
6. Kern, *Through the Labyrinth*, p. 23.
7. The usage restricting *maze* to patterns that involve choices of path is mentioned by Matthews (p. 2–3) as early as 1922, though he does not find the distinction useful and does not follow it himself.
8. Jeff Saward. "Mazes or Labyrinths?" (http://www.labyrinthos.net/Labyrinth%20Typology.pdf) (PDF). *Labyrinthos*. Retrieved 28 December 2017.
9. "About Labyrinths" (https://web.archive.org/web/20230830020438/https://labyrinthsociety.org/about-labyrinths). *The Labyrinth Society*. Archived from the original (https://labyrinthsociety.org/about-labyrinths) on 30 August 2023. Retrieved 18 September 2015.
10. McCullough, David (2004). *The Unending Mystery*. New York: Pantheon. pp. 184–187. ISBN 0375423060.
11. Mayer, "Maximilian (1892). "Mykenische Beiträge. II. Zur mykenischen Tracht und Kultur". *Jahrbuch des Kaiserlich deutschen archäologischen Instituts*. **VII**: 191.
12. Λυδοὶ γάρ 'λάβρυν' τὸν πέλεκυν ὀνομάζουσι, Plutarch, *Greek Questions*, 45 2.302a.
13. *The Oxford Classical Dictionary*. Oxford University Press p.116. Oxford Classical Dictionary (https://books.google.com/books?id=bVWcAQAAQBAJ&dq=dapurito+linear+B&pg=PA960)
14. Rouse, W. H. D. (1901). "The Double Axe and the Labyrinth" (https://zenodo.org/record/2507941). *Journal of Hellenic Studies*. **21**: 268–274. doi:10.2307/623875 (https://doi.org/10.2307%2F623875). JSTOR 623875 (https://www.jstor.org/stable/623875). S2CID 164124200 (https://api.semanticscholar.org/CorpusID:164124200). Rouse criticised the association with Knossos, noting the reappearance of the same inscribed symbols at the newly discovered palace at Phaistos (p. 273).
15. Martin Nilsson (1967): *Die Geschichte der Griechische Religion*. C.F.Beck Verlag Vol I, p. 277
16. Raymoure, K.A. "da-pu2-ri-to-jo" (http://minoan.deaditerranean.com/resources/linear-b-sign-groups/da/da-pu2-ri-to-jo/). *Minoan Linear A & Mycenaean Linear B*. Deaditerranean.
17. Stephanie Lynn Buden. *The Ancient Greeks. An introduction*. Oxford University Press.p. 227 [1] (https://archive.org/details/ancientgreeksint0000budi/page/227)

18. Sarullo, Giulia (2008). "The Cretan Labyrinth: Palace or Cave?". *Caerdroia*. **37**: 31–40.
19. Aspesi, Francesco (1996). "Greco labyrinthos, ebraico d^{e}bîr". *KRHTH TIS GAI ESTI: Studi e ricerche intorno ai testi minoici*. Roma: Il Calamo.
20. Aspesi, Francesco (1996). "Lineare A (-)da-pu$_2$-re: un'ipostesi". *KRHTH TIS GAI ESTI: Studi e ricerche intorno ai testi minoici*. Roma: Il Calamo.
21. Kern, Hermann (2000). "Chapter III: Ancient "Labyrinths" ". *Through the Labyrinth*. Munich, New York, London: Prestel. pp. 57–65. ISBN 3791321447.
22. Beekes, Robert (2009). *Etymological Dictionary of Greek*. Brill. p. 819. ISBN 978-90-04-17418-4.
23. Homer. "Iliad" (https://www.perseus.tufts.edu/hopper/text?doc=Perseus%3Atext%3A1999.01.0133%3Abook%3D18%3Acard%3D591). Perseus Digital Library. Tufts University. xviii.590–3.
24. Miller, Paul Allen (July 1995). "The Minotaur Within: Fire, the Labyrinth, and Strategies of Containment in Aeneid 5 and 6". *Classical Philology*. **90** (3): 225–240. doi:10.1086/367466 (https://doi.org/10.1086%2F367466). S2CID 161753794 (https://api.semanticscholar.org/CorpusID:161753794).
25. "Furthermore he wrought a green, like that which Daedalus once made in Cnossus for lovely Ariadne. Hereon there danced youths and maidens whom all would woo, with their hands on one another's wrists. The maidens wore robes of light linen, and the youths well woven shirts that were slightly oiled. There was a bard also to sing to them and play his lyre, while two tumblers went about performing in the midst of them when the man struck up with his tune."
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Sensory garden

"Human Touch Psychology: Exploring the Profound Impact on Mental Well-being" (https://neurolaunch.com/psychological-effects-of-human-touch/#google_vignette). *NeuroLaunch.com*. 2024-09-14. Retrieved 2025-03-24.

A **sensory garden** is a self-contained garden area that allows visitors to enjoy a wide variety of sensory experiences.[2] Sensory gardens are designed to provide opportunities to stimulate the senses, both individually and in combination, in ways that users may not usually encounter.[3]



Entrance to a sensory garden in Bremen. The 'Blind People's Garden' (*Blindengarten*) in Knoops Park is designed to allow people with visual impairments to find their way around the garden and experience its features without assistance.[1]

Sensory gardens have a wide range of educational and recreational applications.[2] They can be used in the education of special-needs students, including autistic people.[4] As a form of horticultural therapy, they may act as therapeutic gardens to help in the care of people with dementia.[5]

Sensory gardens can be designed in such a way as to be accessible and enjoyable for both disabled and non-disabled users. A sensory garden, for example, may contain features accessible to the disabled individual such as: scented and edible plants, sculptures and sculpted handrails, water features designed to make sound and play over the hands, textured touch-pads, magnifying-glass screens, and braille and audio induction loop descriptions. Depending on the user group, other provisions may integrate sound and music more centrally to combine the play needs of younger users with their sensory needs.

Many sensory gardens devote themselves to providing experience for multiple senses; those specialising in scent are sometimes called scented gardens, those specialising in music/sound are sound gardens where the equipment doubles up to provides an enhanced opportunity for strategic developmental, learning and educational outcomes.

Sensory gardens usually have an enhanced infrastructure to permit wheelchair access and meet other accessibility concerns; the design and layout provides a stimulating journey through the senses, heightening awareness, and bringing positive learning experiences.

Design

Sensory garden design is generally based around the five Aristotelian senses, but it can also include other senses such as proprioception and balance.[6] In addition to plants, non-living elements, such as water features and sculptures, may be incorporated.[7]

Sight

Sight components in a sensory garden include traditional garden elements like colourful plants and flowers, which are sometimes clustered together to assist people with vision impairments.[8] They have a diverse variety of colours, shape, size, and texture. Bright colours from flowers can activate the colour centre of the brain. Colourful and native plant species can be used to attract birds, butterflies, and insects to the garden, which can add additional sight variety.[8]

Ornamental grasses are added and can be kept all season round to create dimension.[9] Adding ornamental grasses creates a dramatic effect to the space. Sometimes, water features like ponds and fountains allow for luring in wildlife like birds, allowing visitors to bird watch.[9]

Sound

Sound components in a sensory garden are often things that make sounds naturally in a breeze. This includes plants like bamboo, grasses, and trees, as well as non-living elements like bells and wind chimes. Water features and birds are also common sound components. Implementing spaces that draw in other insects and animals will also create a natural soundscape. Bird baths are used to attract them and allow an inviting space for them to spring and splash around in.

Incorporating differently textured walkways can allow for different sounds and stimulate the ears. For example, loose gravel could be used for a crunchy effect, using concrete for a more dramatic sound[9] depending on the shoe.

Less common sound components include hand instruments (such as drums), echo spaces, and chiming stepping stones.

Smell

Adding plants that have an aroma enhances the olfactory bulb, which is the part of the brain that processes smells.[10] To create this aroma, floral fragrances like lavender, rosemary, some rose cultivars, and man-made smells like fresh-cut grass are often used.[9]

Touch

Having “contrasting elements”[9] like seed pods, different textures of bark or foliage, and plants like lamb's ear or viburnum and different texture rocks, stone, brick or pebbles can allow for some to want to engage with those materials and feel the different textures. Plants with a rough or smooth texture can go a long way for engaging the mind. Having touch for sensory gardens can allow the mind to wonder and feel textures.[9] Having touch can bring more emotion and help de-stress and calm the mind and lower cortisol levels, a stress chemical.[11] It can also help people learn and gather information, creating a unique interaction from each individual.[12]

Taste

Vegetables or fruits in the garden space contribute to the inclusion of taste in a sensory garden. Plants like tomatoes, blueberries if there is a correct soil acidity, raspberries, carrots, herbs and some edible flowers can be installed.[9]

Incorporating these things in a garden space will allow calmness and help engage the brain in a positive way. Children's brain development can be enhanced by engaging all the senses at once; a child will grow up to be more emotionally and physically in tune.[13] The engaging aspects of a sensory garden will stimulate and enhance memory, problem solving, and encourage outdoor activities. This, in turn, will alleviate anxiety, psychiatric disorders, and bad moods. In designs, access points are included for those with disabilities such as people who require wheelchairs to move, are blind, or are hard of hearing.[14]

Sensory dementia gardens

Sensory gardens can be designed specifically for people with dementia,[15] a condition that can affect different parts of the brain and many aspects of everyday life, including memory, in which everyday tasks such as walking or eating typically become difficult. Sensory or therapeutic gardens can be used to help reduce the symptoms of dementia without the use of drugs through stimulation of the senses, exercising various parts of the brain. Sensory gardens may elicit positive emotions in people living with dementia, and help improve their quality of life.[5]

Design characteristics may include water features that produces soothing sounds, pick-and-sniff herb and flower beds, and benches with different types of sand or pebbles. For example, in a sensory garden located in Port Macquarie, Australia, a man diagnosed with dementia enjoyed sinking his toes into the sand as it could remind him of Australia, while the gravel reminded him of Scotland, where he was born, provoking a less enthusiastic response.[15] Other potential benefits include a calming and relaxing place providing an easy and safe way to exercise with feelings of independence.

Gallery



This sensory garden was designed for children with special needs at St Christopher's School in Westbury Park, Bristol, England.



The *Blindengarten* in the Bad Homburg Spa Park (*Kurpark*) in Germany is a "smell and touch" garden comprising eight thematically planted raised beds (culinary herbs, medicinal herbs, roses, grasses, etc.) arranged around a central fountain that can provide acoustic orientation for blind and visually-impaired people.[16]



An experiential feature in the "World of the Senses" (*Welt der Sinne*). The design of this extensive sensory garden and house in Bremervörde, Germany, was inspired by the ideas of Hugo Kükelhaus (1900–1984) regarding "fields of experience for the development of the senses" and is intended for use by everyone, regardless of disabilities.[17]



This sensory garden inside the Rio de Janeiro Botanical Garden, Brazil, is designed to sharpen the senses of touch and smell, and sometimes taste. Visitors with special needs, including the blind and visually impaired, are welcomed by a team of counselors (some of whom are themselves visually disabled). Blindfolded guided tours are also a feature.[18]



Musical pipes can be played by visitors in the sensory garden at the Building and Construction Authority Gallery, Singapore, which showcases the broad accessibility principles of Universal Design.[19]

See also

- List of sensory gardens
- List of garden types
- Garden design
- Intercultural Garden
- Sensory room
- Sensory tourism
- Smound

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VILLAGE OF PALMETTO BAY

VILLAGEWIDE PARKS MASTER PLAN

PALMETTO BAY, FLORIDA

SUMMER 2023

PREPARED BY:

BA

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1

INTRODUCTION

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I. I INTRODUCTION

In 2022, the Village of Palmetto Bay (Village) embarked on the creation of a comprehensive Villagewide Parks and Recreation Master Plan (Plan) to address latent community park and recreation needs and provide the professional framework to improve public recreation and leisure facilities throughout the Village.

The professional team (Team) selected to prepare the Plan was led by Bermello Ajamil & Partners (BA) as the prime consultant. Assisting BA with the development of the detailed plan was Ballard King & Associates (B*K), ETC Institute (ETC), and the Bosch Group (TBG). This document outlines the process utilized to arrive at the Plan and its proposed recommendations.

There are many benefits to creating a Villagewide Parks and Recreation Master Plan. Improvements to the Village's recreation offerings foster the betterment of its children, teens, adults, and seniors. Cross-generational parks and community centers help bring together all age groups and build a sense of place and community.

These master plans are intended to be a community-driven, user-oriented process guided by the professional team's research, analysis, and the collaborative support of Village staff. The process identifies recreation needs, evaluates the available program and physical facility resources, proposes changes and improvements to programs and facilities to meet these needs, and defines a path to implement and finance the future improvements of the full park system.

The process is a highly collaborative one shared amongst the government entity, the community, and the professional team.

The Plan is intended to provide a road map for improving the Village's park and recreation system, with particular emphasis on physical improvements of existing facilities that require updating and expansion. The Plan is a living document that may be improved, elaborated, and amended as conditions vary over time, new influences occur, and more detail is developed for specific park design and their future construction.

The Villagewide Parks and Recreation Master Plan provides an evaluation of existing park conditions, Villagewide and neighborhood park needs, park and recreation development policies, programs, and specific park design where required. As a community-driven plan, it places special emphasis on the identification of neighborhood-specific and Villagewide recreational needs through participation and input from Village residents, elected officials, administration, and parks and recreation staff. Its content reflects the findings of community forums convened to gather citizen preferences and priorities for improving recreation facilities and program offerings along both short- and long-term horizons.

The Plan serves as the basis for future investments in parks and recreation facilities and programs. It supports the pursuit of recreation grant applications and provides a potential capital investment path for implementing the proposed park improvements. These include varied funding sources and future bond referendums.

GOALS

The Plan is comprised of three overarching thematic goals:

- Improve the Villagewide system of park and recreation amenities to meet the needs of the citizens of the Village of Palmetto Bay
- Provide improvements that enhance the quality of life of all citizens
- Improve the neighborhoods through investments in the Village's park system

OBJECTIVES

The following specific guiding objectives were established to meet the Plan's goals:

- Identify perceived and real community recreation needs
- Maximize to the greatest extent possible, the use of available recreation lands and facilities resources
- Provide multi-use fields and multi-use spaces in buildings to meet the cross-generational needs of the Palmetto Bay Community
- Provide for the rational and equitable distribution of recreational facilities throughout Palmetto Bay and improve accessibility to said facilities
- Plan park and recreation investments to create the most significant benefit for all citizens of Palmetto Bay while limiting duplication of high-maintenance facilities

I. 2 PLANNING PROCESS

The Planning Process was organized into seven principle tasks, encompassing the following:

INITIAL TARGETED COMMUNITY OUTREACH

The process began with an Initial Targeted Community Outreach campaign to present the process and the Team in a more informal venue, while obtaining the initial pulse of the community. One-on-one meetings with elected officials, stakeholders, community leaders, and Village-staff were conducted to understand the community in the initial stages of project development, including the major issues and opportunities for improvement of the park system.

INVENTORY AND ASSESSMENT

The Inventory and Assessment began with a high-level, thorough understanding of existing conditions, including the identification of issues and the opportunities that present to improve the park system. The Team evaluated park system resources, including physical park conditions, recreation programs and services, their delivery, as well as an assessment of existing funding sources.

NEEDS ASSESSMENT

The Needs Assessment was comprised of a comprehensive analysis of the existing parks and recreation system. A statistically valid community recreation survey (the Survey) was carried out to help identify recreation and open space needs, both latent and actual. The Survey identified public interests, desires, expectations, and priorities for the future, including the public's willingness to fund expanded programs and services. The ETC Institute, a nationally recognized firm in this field, administered the survey and evaluated its findings. One of the Survey highlights is the Priority Investment Rating (PIR), which identifies the facilities and recreation programs that residents rank as the highest priority for investment. Through a demographic analysis, the Team evaluated the community's composition and identified the distribution of parks and community access to these recreation facilities. Lastly, the Team evaluated any regulatory requirements for recreation Levels-of-Service (LOS) and their relationship to the community, including community recreation trends and preferences.



SUMMARY OF ISSUES AND OPPORTUNITIES

Upon completion of the first three principle tasks, the Team organized the findings in a Summary of Issues and Opportunities to be considered to improve the park system. The purpose was to ensure buy-in on the issues and opportunities to be addressed. At this juncture, the Team conducted the first community outreach meeting. Through discussions with the Village of Palmetto Bay Parks and Recreation Department, it was determined that three separate meetings would be held across different sectors of the Village to maximize participation.

MASTER PLAN DEVELOPMENT

The Master Plan Development Phase included formulating physical improvements, recommending new recreation programs or program changes, and other improvements identified through the analysis. The Team closely considered capital and operation costs to avoid false expectations. The Team worked intimately with the Village of Palmetto Bay Parks and Recreation Staff. Upon development of this task, the second community outreach meeting was conducted. In this meeting, the Team presented the proposed improvements and obtained community input. With valid community comments, and through consultations with Village Officials and Staff, a consensus was arrived at for the proposed master plan improvements.

IMPLEMENTATION PLAN

Without an Implementation Plan, the master plan would be a shelve-bound document. As the master plan moves forward, the Village shall establish the priorities in implementing the recommendations. For more detailed information refer to Chapter 6 for recommendations to improve the delivery of recreation programs and services. In addition, refer to Chapter 7 for the recommendations to improve each park facility and funding sources for these improvements.

MASTER PLAN DOCUMENT

A comprehensive document guides the future processes and provides documentation for potential future funding solicitations. Finally, once all the master plan elements were accepted, the Team prepared the Master Plan Document to record the process, findings, recommendations, formulated designs, and implementation. At the conclusion of the report, the Team presented the complete master plan to the Village Council for adoption. This presentation concluded the master plan's long collaborative effort.

The master plan is a living document that may be revised or expanded as time progresses. BA and the sub-consultant team will be available to assist the Village in implementing the master plan. Once adopted, a new process will begin for the Village of Palmetto Bay, implementing the recommendations.

1. 3 COMMUNITY DRIVEN PUBLIC OUTREACH

The planning process was deliberately framed around the organized collection of community input and comments through area-specific



community/neighborhood outreach campaigns, meetings and Village Council workshops. Three major outreach efforts guided the development of the master plan.

- A statistically valid community survey performed by ETC Institute was distributed to collect a Villagewide perspective on community needs and preferences.
- To maximize community participation workshops were held at Palmer Trinity School, during the evening hours. These meetings were held to obtain community-specific input on recreation facilities/program needs, concerns, and aspirations.
- Village Council workshops were conducted to obtain elected official input to address sector-specific and Villagewide recreational issues and investments. The Village Council workshops were geared to gather input from all sectors and areas of the community and to provide a forum for active discussions with elected officials and Village staff.

Following is a list of elected officials, community workshops/meetings, and public workshops held during the project process:

- **Village of Palmetto Bay Tree Board Meeting (08/18/2022):** The Team conducted an interactive workshop with the Tree Board to discuss issues/opportunities for the future of the parks, and receive input.
- **Village Council One-On-One Meetings (Various):** One-on-one meetings were held between the Team and various Village-staff and other elected-officials. The purpose of these meetings served to provide a check-in on the process, gain focused input and provide updates.
- **Community Workshop Meeting No. 1 (09/30/2022)** The first meeting occurred at the conclusion of the summary of issues and opportunities task. The Team presented and obtained input on the research and the issues and opportunities identified for individual parks within the overall park system.
- **Community Workshop Meeting No. 2 (12/08/2022):** The second meeting occurred once the master plan development options were fully conceived and vetted with staff. The primary intent of the meeting was to obtain buy-in on the preferred concept plans at this meeting.
- **Village Council One-on-One Meetings (Various):** These meetings were held following the second community workshop to review and discuss input received and the proposed improvements for the master plan.
- **Village Council Presentation Meeting No. 3:** The third meeting occurred at the end of the implementation plan task. At this meeting, the Team presented the final master plan. The master plan process was concluded with a final presentation to elected officials for adoption.

Each public workshop was duly advertised to the public for maximum participation

Community driven public engagement outreach shall not end at the Plan's adoption. This coordination shall continue as individual parks are contemplated for design and implementation. Prior to any significant milestone updates, community participation shall be solicited to confirm that the final venue reflect the needs and aspirations of the immediate community and the residents of the Village.

I. 4 MASTER PLAN SUPPORTING DOCUMENTS

Village of Palmetto Bay Comprehensive Plan

The adopted (February 2015) Village of Palmetto Bay Comprehensive Plan's "Element No. 7- Recreation and Open Space (ROS)" defines long-term goals, objectives, and policies for the Village parks and recreation system. Goal 7, the guiding goal, states that the Village will "Provide a balanced, multi-purpose system of excellent parks, greenways, and trails that meet and exceed the needs of Palmetto Bay's residents, Businesses, and Visitors."

Under this overarching goal, Objective 7.1, "Parks and Recreational System Needs," states that the Village will "Maintain and enhance Village parks and open space lands and facilities consistent with the adopted level-of-service (LOS) standard." Refer to Chapter 5. 4 for additional details.

Adopted Village Resolutions

Over the course of 2019-2020, a series of public meetings were held in the Village to ascertain public input from citizen's regarding proposed revisions to several of the Village's parks' facilities. Subsequently, the Mayor and Village Council approved by resolution individual master plans for the parks, with item-by-item recommendations for improvements. The resolution and recommendations are provided:

- **Resolution No. 2019-48 Coral Reef Park Master Plan**
- **Resolution No. 2019-104 Palmetto Bay Park Master Plan**
- **Resolution No. 2019-149 Thalatta Estate Park Master Plan**
- **Resolution No. 2020-26 Ludovici Park Master Plan**
- **Resolution No. 2020-27 Perrine Wayside Dog Park Master Plan**

I. 5 REPORT ORGANIZATION

This document is organized into eight chapters that follow the master plan process, approach, and methodology. The chapters are presented as follows:

CHAPTER I: INTRODUCTION

This chapter is comprised of a statement of the purpose and intent of the master plan and its overall goals and objectives; the public outreach process; the planning process; master plan supporting documents; and report organization.

CHAPTER 2: MASTER PLAN DEVELOPMENT

This chapter includes a summary of proposed physical improvements to the Village's parks and proposed design concepts for some of the individual park facilities.

CHAPTER 3: URBAN CONTEXT

This chapter includes a detailed understanding of the form of the Village of Palmetto Bay and its influences on the parks system, the location and service area of each park, and regional and neighboring Village parks accessible to Palmetto Bay residents. The intent of this section is to clarify geographic and physical accessibility to recreational venues.

CHAPTER 4: EXISTING PARK CONDITIONS

Identifying existing park conditions and the needed improvements is a major thrust of the Master Plan. This chapter includes an outline of the design team's visit to each park, including a summary inventory of

each of the Village's parks and recreation facilities. The summary of existing parks and facilities includes a general description of the facility and identifies initial observations by the design team across numerous site visits. Issues and opportunities were identified during these visits, along with preliminary recommendations to improve each facility.

CHAPTER 5: NEEDS ASSESSMENT

This chapter is comprised of the necessary analyses required to establish recreational facility needs:

- Summary of the statistically valid community survey, the Community Interest and Opinion Survey, prepared by the ETC Institute, which presents citizen-identified priority investments;
- A demographic analysis evaluating the effect of population characteristics on recreational demand;
- Level of Service Analysis to define how the Village meets the anticipated park acreage as a function of its population numbers and distribution.

CHAPTER 6: RECREATION SERVICES AND MANAGEMENT ASSESSMENT

This chapter includes an assessment of the existing recreation programs and services, parks, and facilities as well as maintenance and operations of the Parks and Recreation Department.

CHAPTER 7: RECREATION PROGRAMS AND SERVICES RECOMMENDATIONS

This chapter includes a set of recommendations to improve the delivery of parks and recreation programs and services.

CHAPTER 8: DESIGN PRINCIPLES

This chapter includes general guidelines for park facility design excellence to be considered in the future implementation of the master plan's park improvements recommendations.

APPENDIX

The Appendix includes the full documentation and analysis used to formulate the recommendations of this Plan, in their originally presented format. These included the following:

- Adopted Village Resolutions
- Public Workshop #1 Presentation
- Public Workshop #2 Presentation
- Community Interest and Opinion Survey

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MASTER PLAN DEVELOPMENT

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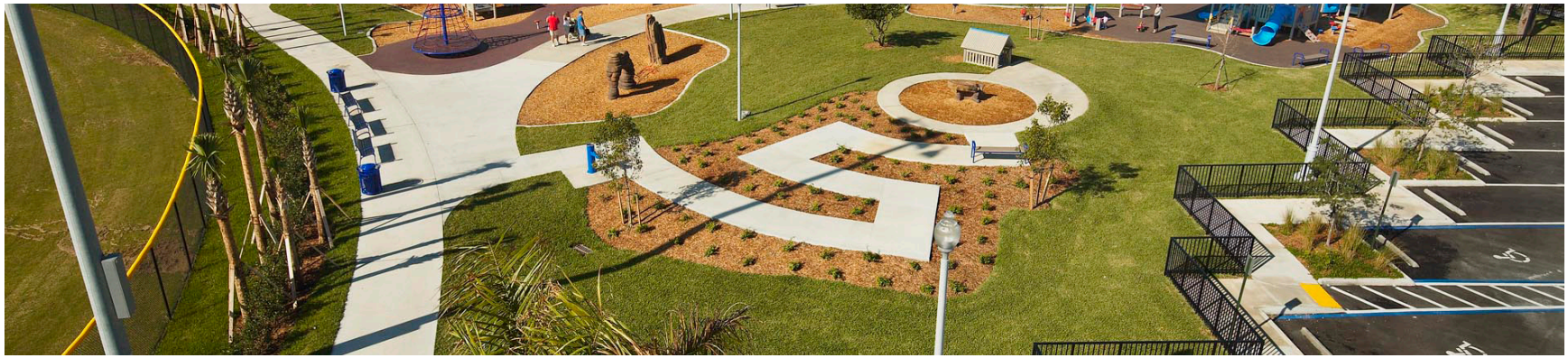


2.1 INTRODUCTION

The Plan serves as a comprehensive guide for the development, management, and improvement of the Village's park and recreation system. This chapter outlines the recommendations for physical improvements to the Village's parks. By incorporating community input, assessing current facilities, and analyzing demographic trends, this chapter provides a roadmap to create more accessible, vibrant, and sustainable parks that cater to diverse user groups. Moving forward, these recommendations will act as an invaluable tool to shape the Village's future, ultimately fostering a healthier, more connected, and engaged community.

2.2 PALMETTO BAY PARK IMPROVEMENTS

RESOLUTION 2019-104 "2019 PALMETTO BAY PARK MASTER PLAN"

The Master Plan incorporates the improvement recommendations of Village Council Resolution 2019-104, passed, and adopted on the July 1st, 2019. The resolution indicates that various improvements "shall be reviewed and considered for approval for incorporation into the Palmetto Bay Park Master Plan on an independent, item-by-item basis, with those approved formally becoming a part of the 2019 Palmetto Bay Park Master Plan". The improvements outlined in Resolution 2019-104 are as follows:

- Splash Pad
- Enhanced Landscaping
- Pine Tree Preserve
- New Walkways
- Sensory Garden
- ADA Restroom
- Expanded Rec. Building
- Labyrinth
- Improved Skate Park
- New Fence
- Expanded Basketball Courts
- Storage

All the Resolution 2019-104 proposed improvements have been addressed and included in the Master Plan for Palmetto Bay Park. The park has been divided into sectors to understand the proposed improvements better. Described are the different improvements that are shown in each figure.

ONE-ACRE SITE PROPOSED VILLAGE OF PALMETTO BAY PICKLEBALL CENTER

The Village-owned one-acre site on Park Boulevard and 179th Street is proposed as the Village of Palmetto Bay Pickle Ball Center (Figure 1). This one-acre parcel is ideal for including a dedicated pickleball facility, a facility lacking at the Village, which will become an attraction for its residents. The pickleball center will have six (6) pickleball courts, a restroom building, and two small pavilions to provide shade and rest areas. The Center will be linked to the Village sidewalk system to allow easy access from the adjacent multifamily buildings, Franjo Road and Village Hall. A pedestrian crossing from the pickleball center to Palmetto Bay Park is proposed. The site has sufficient land area to provide a strip of parking on the west property boundary that will have the capacity for forty-five parking spaces to meet the demand of the pickleball center.



PROPOSED IMPROVEMENTS TO PICKLEBALL CENTER	
	PICKLEBALL CENTER WITH COURTS
	RESTROOM BLDG AND PAVILIONS
	FLEXIBLE PLAZA SPACE
	ENTRANCE FEATURE/DROP-OFF
	LANDSCAPE
	ON-SITE PARKING (+/- 45 SPACES)

TABLE I – *PROPOSED IMPROVEMENTS TO PICKLEBALL CENTER (KEY)*

FIGURE I – *PALMETTO BAY PARK CONCEPT DIAGRAM: PROPOSED PICKLEBALL CENTER*

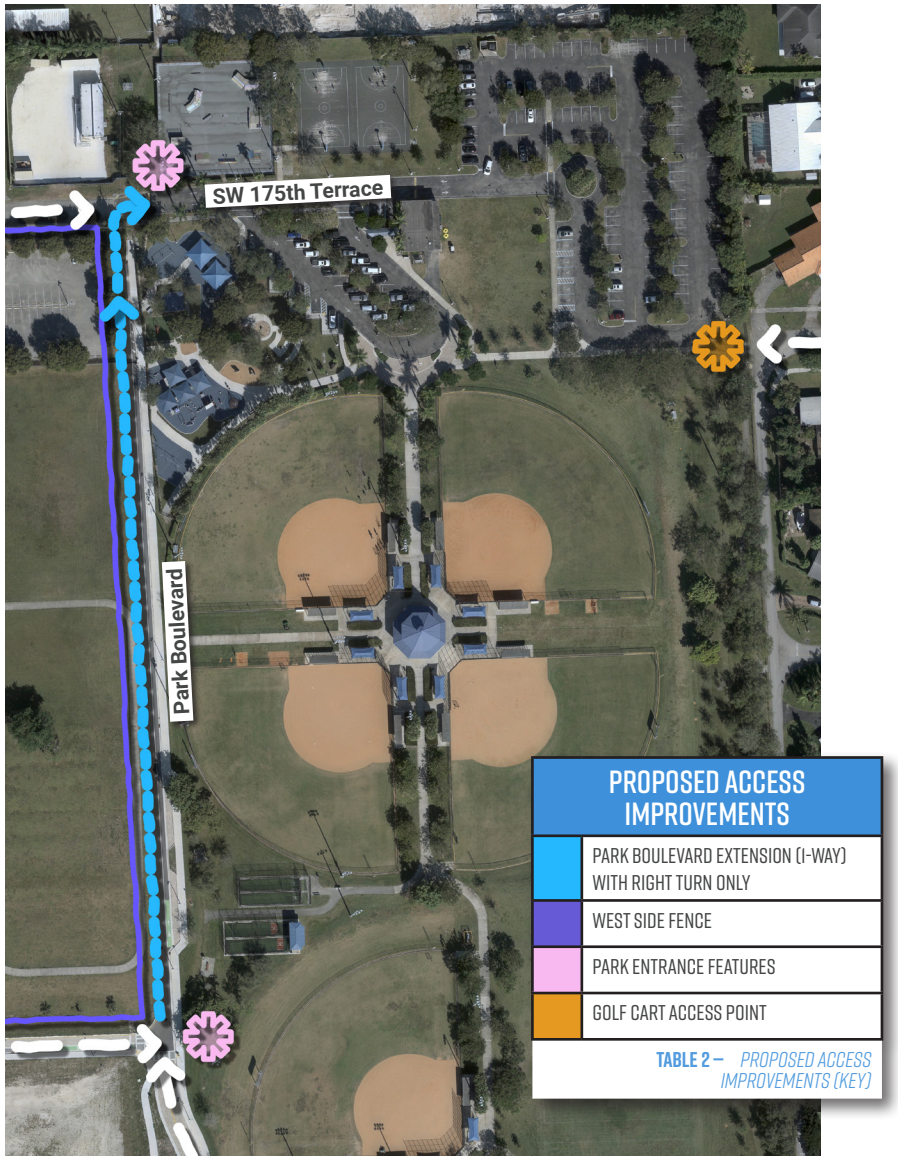


TABLE 2 – *PROPOSED ACCESS IMPROVEMENTS (KEY)*

FIGURE 2 – *PALMETTO BAY PARK CONCEPT DIAGRAM: ACCESS IMPROVEMENTS*

VEHICULAR AND GOLF CART ACCESS IMPROVEMENTS

Park Boulevard: Interior Access Road

Vehicular access to Palmetto Bay Park is only from US 1 onto SW 175th Terrace. This access configuration orients Palmetto Bay Park to US 1 more than a Village-park orientation. There is a need to connect Palmetto Bay Park to the Village's street network. Park Boulevard, although presently only half-constructed, has the potential to connect to SW 175th Terrace and direct access to the park from the Village's internal street network. The Plan proposes the completion of Park Boulevard to SW 175th Terrace (Figure 2).

To address any concerns of Park Boulevard becoming a cut-through street to US 1, the Plan proposes making this street one-way only north and providing a right-turn-only at the intersection of SW 175th Terrace. The following is recommended to accompany these concepts:

- **West Side Fence:** A fence to separate the west side of the street from the adjacent property will be constructed.
- **Entrance Feature at the Intersection of Park Boulevard and SW 178th Street:** An Entrance Feature will make the street part of the park environment and highlight Palmetto Bay Park to residents and visitors.

Golf Cart Access

On the northeast side of the parking area from SW 176th Street is a vehicular and pedestrian access path. Vehicular access is blocked to cars so as not to allow traffic from the park to spill into the adjacent single-family neighborhood. The use of golf carts has become popular in the Village. The Plan proposes reconfiguring the vehicular/pedestrian entrance to allow golf-cart and pedestrian access. This new access point shall permit free flow of emergency vehicles from the neighborhood side.

NORTH-END IMPROVEMENTS

Additional Basketball Court and Improved Skate Park

The following was adopted as part of Resolution 2019-104:

- **Expanded Basketball Courts:** As identified: "Reduce the size of the Skate Park and reconfigure the basketball courts to include an additional basketball court for three (3) basketball courts."
- **Improved Skate Park:** As identified "The skate park is in bad condition and needs to be reconstructed. There is sufficient space to move the skate park closer to the west boundary of the park to allow space for an additional basketball court, as required by Resolution 2019-104.

Illustrated in (Figure 3) the Plan proposes the expansion of the basketball court area into the unprogrammed open space due east. This exapansion permits sufficient space to accommodate three (3) outdoor basketball courts. Shifting and upgrading skate park provides a more efficient design, in addition another basketball court with no expense to the park's limited parking spaces.

Playground/Existing Community Facility Building/Vacant Site Area

The plan recommends that the three (3) following improvements be designed comprehensively as a single, cohesive project. Though designed together, they may be constructed in phases at the Village's discretion. This allows the Village flexibility during implementation, while maintaining a cohesive vision for the future of the entire site. The proposed improvements for the vacant site area, the existing playground, and the proposed splash pad are outlined as follows.

Supported by the Survey and the adopted resolutions, the Plan proposes the following improvements as part of the Park's design:

- **Expanded Recreation Building:** (Figure 3) shows the future construction of a recreation/community facility building. The existing one-room facility shall be demolished to construct this facility, and its use be incorporated into the new building. The new facility may include an indoor gymnasium with a basketball court, supporting facilities, and classroom space for other programs, totalling approximately 14,000 SF.
  - **New Parking Expansion:** Given the need for additional parking in Palmetto Bay Park, it may be possible to expand the surface parking on the eastern side for an increase of 24 new spaces (Figure 14), in the near term, prior to constructing a new facility.
- **Splash Pad:** (Figure 3) shows a splash pad adjacent to the south of the proposed recreation/community facility building. Given State health regulations, a restroom facility must be within one hundred feet of the splash pad. The splash pad would be designed and constructed concurrently with the recreation building, linking to the redesigned and reconstructed playground. This amenity was recommended as part of Resolution 2019-104.
- **ADA Restrooms:** ADA restrooms will be integral to the new recreation/community facility building. Exterior serving ADA restrooms will support the State of Florida restroom requirements for splash pads. This amenity was recommended as part of Resolution 2019-104.
- **New Playground:** The existing playground is nearing the end of its lifespan and showing signs of wear. As part of the Plan improvements, the playground shall be reconstructed with new equipment that is state of the art and challenging for children of all ages and abilities. Space for the new playground should be planned along with the splash pad and new recreation building.



TABLE 3 – *PROPOSED NORTH SIDE IMPROVEMENTS (KEY)*

FIGURE 4 – *NEW PARKING*

FIGURE 3 – *PALMETTO BAY PARK CONCEPT DIAGRAM: NORTH END IMPROVEMENTS*

SOUTH-END IMPROVEMENTS

- **Multi-Purpose Open Space:** The Plan proposes improvements to the open field on the park's east side. The intent of the improvements are to continue utilizing as a flexibly-used open space and play area.
- **Pine Tree Preserve:** The Plan proposes preservation and improvements to the pine tree preserve as indicated in (Figure 5). This amenity was recommended as part of Resolution 2019-104.
- **Labyrinth/Sensory Garden:** (Figure 5) shows a labyrinth/sensory garden on the park's southeast side. A labyrinth should not be confused with a maze. There is visibility in a labyrinth and navigation through its paths. The labyrinth shall be designed with meditation and relaxation and provide a calming artistic expression. Gardens will complement the labyrinth to create a beautiful meditation space. Community engagement should be solicited at the time of the design of the labyrinth/sensory garden. This will be an amenity that can be enjoyed by all age groups. This amenity was recommended as part of Resolution 2019-104.
- **New Dog Park:** (Figure 5) shows a new dog park on the south side of Palmetto Bay Park. With the development of new apartments adjacent to the park, there is a growing demand for a dog park. The dog park will be located on the south side of the southern walkway as indicated in the plan and be of sufficient land area to allow play for small and large dogs.
- **Storage Shared Park/Public Works:** The Plan proposes to locate a storage building to the east of the present Public Works building to serve both the park needs and the Public Works Department. Access to the park's dedicated storage area of the building will be from the north, and access to the Public Works Department's dedicated storage area will be from the south directly from the Public Works Department property. The footprint of the building will be determined in consultation with the Public Works Department. This amenity was recommended as part of Resolution 2019-104.
- **Outdoor Exercise Stations:** Newly proposed reconfigured in their distribution and assigned space.

OVERALL SITE IMPROVEMENTS

- **Enhanced Landscaping:** Landscapes throughout the park and on the perimeter will be enhanced to provide a more attractive park appearance. This improvement was recommended as part of Resolution 2019-104.
- **New Fence:** New fencing will be provided where required. Fencing will be done aesthetically not to affect the appearance of the park. This improvement was recommended as part of Resolution 2019-104.
- **New Walkways:** New Walkways will be constructed to allow easier pedestrian movement within and around the park. This improvement was recommended as part of Resolution 2019-104.



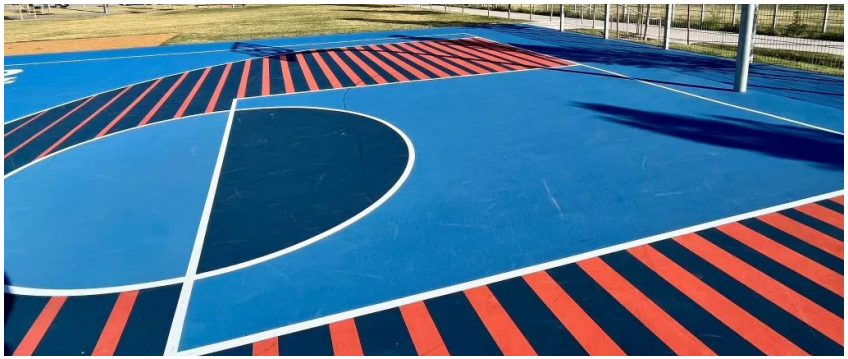
TABLE 4 – *PROPOSED SOUTH SIDE IMPROVEMENTS (KEY)*

FIGURE 5 – *PALMETTO BAY PARK CONCEPT DIAGRAM: SOUTH END IMPROVEMENTS*






TONEVA PARK



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2. 3 CORAL REEF PARK IMPROVEMENTS

RESOLUTION 2019-48 "2019 CORAL REEF PARK MASTER PLAN"

The Master Plan incorporates the improvement recommendations of Village Council Resolution 2019-48, passed, and adopted on March 18th, 2019. The resolution indicates that various improvements "shall be reviewed and considered for approval for incorporation into the Coral Reef Park Master Plan on an independent, item-by-item basis, with those approved formally becoming a part of the 2019 Coral Reef Park Master Plan". The improvements outlined in Resolution 2019-48 are as follows:

- Enhanced Tennis/Pickle Ball Facilities
- Tennis Shop
- Reconfigured Entrance on 152 Street
- Additional Volleyball Courts (2)
- Additional walking paths
- Canal Water Feature
- Canoe Launch/Paddle Boats/Storage
- Expanded Playground
- Frisbee Course
- Perimeter Landscaping/ Bern
- Nature Education/ Multipurpose Building

WEST END IMPROVEMENTS

The findings in the 2022 Village of Palmetto Bay, Florida Community Interest and Opinion Survey support the inclusion of a new community building and long-term flexibility planning of the park's central area. As previously mentioned, for Palmetto Bay Park, survey respondents were most supportive of developing indoor recreation center(s) (34%), which ranked fourth in the question of what four actions they would be most willing to fund. The proposed community building is further discussed in this chapter.

The park's west end is adjacent to the main parking area, and readily accessible to the racket ball courts and tennis courts on the west, the playground on the west, and the concessions building and sports area to the north. Planning of the new community building, new entrance configuration, and enhanced tennis/pickleball facility will encompass the reconstruction and repurposing of the entire site area where these facilities are located.

With flexibility and the future in mind, adequate long-term planning will permit the potential future construction of an expanded community facility/gymnasium. The proposed improvements and long-term flexibility planning include the following in (Figure 6):

- **Nature Education/Multipurpose Building:** During the Master Plan process, the Village Council approved a design/build process for the community building. The community building will be a 5,000 square feet facility with a multi-purpose room, a classroom, and supporting uses. The new community building is a larger replacement for the community building that once occupied the site. This improvement was recommended as part of Resolution 2019-48.
- **Tennis Shop:** The plan proposes to include a new tennis shop, as part of the program in the new community building. The shop shall be adequately dimensioned to serve the needs of the tennis center users. This improvement was recommended as part of Resolution 2019-48.
- **Covered Pedestrian Connection:** The Plan proposes the construction of a covered walkway that connects the community building northward to the existing concessions building.

- **Formal Drop-off Area:** The Plan proposes a covered drop-off driveway that allows pedestrian access to the new community building. The construction of a reconfigured entrance into the park through the parking area was evaluated. However, it would require the elimination of a substantial number of parking spaces needed for the park's operations. A formal vehicular drop-off to the building was accepted as an adequate compromise.

- **Expanded Playground:** The Plan proposes the total reprogram and design of the land area comprising the present playground to include additional children's amenities and challenging playground equipment. The expanded playground must be planned with the new community building to ascertain adequate pedestrian access and compatibility with these two uses. This improvement was recommended as part of Resolution 2019-48.

- **Enhanced Tennis/Pickleball Facility:** The Plan proposes the removal of the two handball courts and replacement with four (4) pickleball courts to serve the needs of the community. This improvement was recommended as part of Resolution 2019-48.

EAST END IMPROVEMENTS

- **Additional Volleyball Court:** As requested by the park users, the Plan proposes the construction of an additional volleyball court (Figure 8) in the open space to the east of the existing courts. This will provide a total of three (3) sand volleyball courts at Coral Reef Park.

- **Canal Water Feature:** Installation of a water feature in the C-100 Canal (Figure 8). This improvement was recommended as part of Resolution 2019-48 and would be contingent upon coordination with the SFWMD..

- **Canoe/Paddle Boat Launch with Storage Racks:** Construction of an adequately sized storage rack for canoes/paddle boats and a launching and recovery ramp on the canal side (Figure 8). These improvements would be contingent upon coordination with the SFWMD.

- **New Boat Ramp & Small Dock for Police Access:** The Plan proposes improvements to the boat ramp at the canal and constructing a small dock for Police Department use only (Figure 8). There is also a need to provide controlled vehicular access, preferably with permeable pavers surface from the ramp to the parking lot fairway. These improvements will serve the new boat acquired by the Police Department to patrol the canal. The ramp design and dock dimensions will need to be coordinated with the Police Department and SFWMD.

OTHER SITE IMPROVEMENTS

- **Frisbee Disc Golf:** The Plan proposes the installation of a frisbee disc golf course on the park's east side open area (Figure 8). This improvement was recommended as part of Resolution 2019-48.

- **Additional Walking Paths:** The Plan proposes the construction of additional walking paths to connect the different sports venues of the park and to allow additional walking areas in other areas of the park. This improvement was recommended as part of Resolution 2019-48.

- **Long-Term Gymnasium Option:** The proposed improvements at the west end of the park were carefully planned for flexibility to be able to incorporate the construction of a new gymnasium facility, adjacent to the proposed community facility (Figure 7). At the time of construction, the pickleball courts may be reprogrammed as part of the gymnasium design.

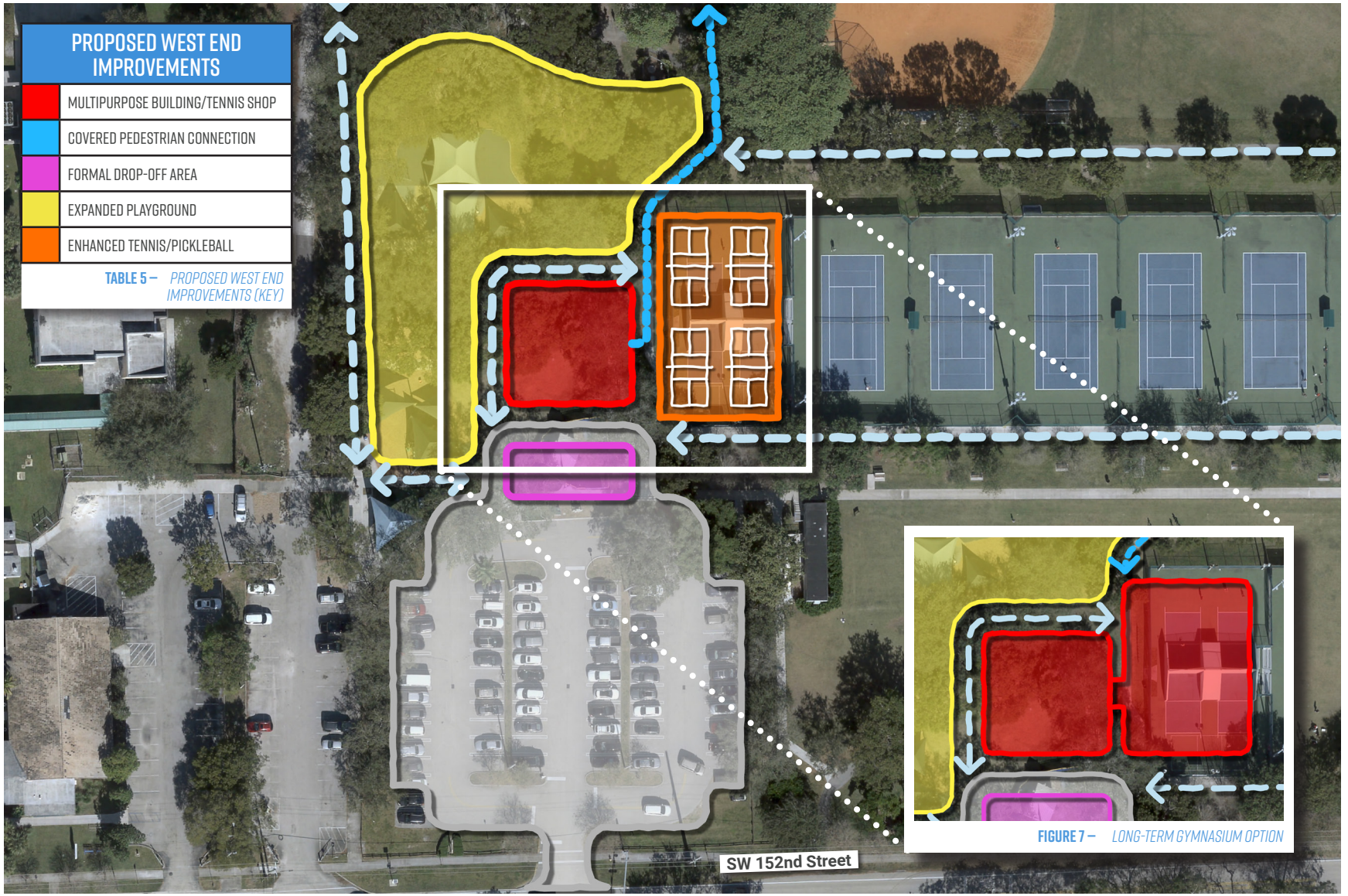

TABLE 5 – *PROPOSED WEST END IMPROVEMENTS (KEY)*

FIGURE 7 – *LONG-TERM GYMNASIUM OPTION*

FIGURE 6 – *CORAL REEF PARK CONCEPT DIAGRAM: WEST END IMPROVEMENTS*

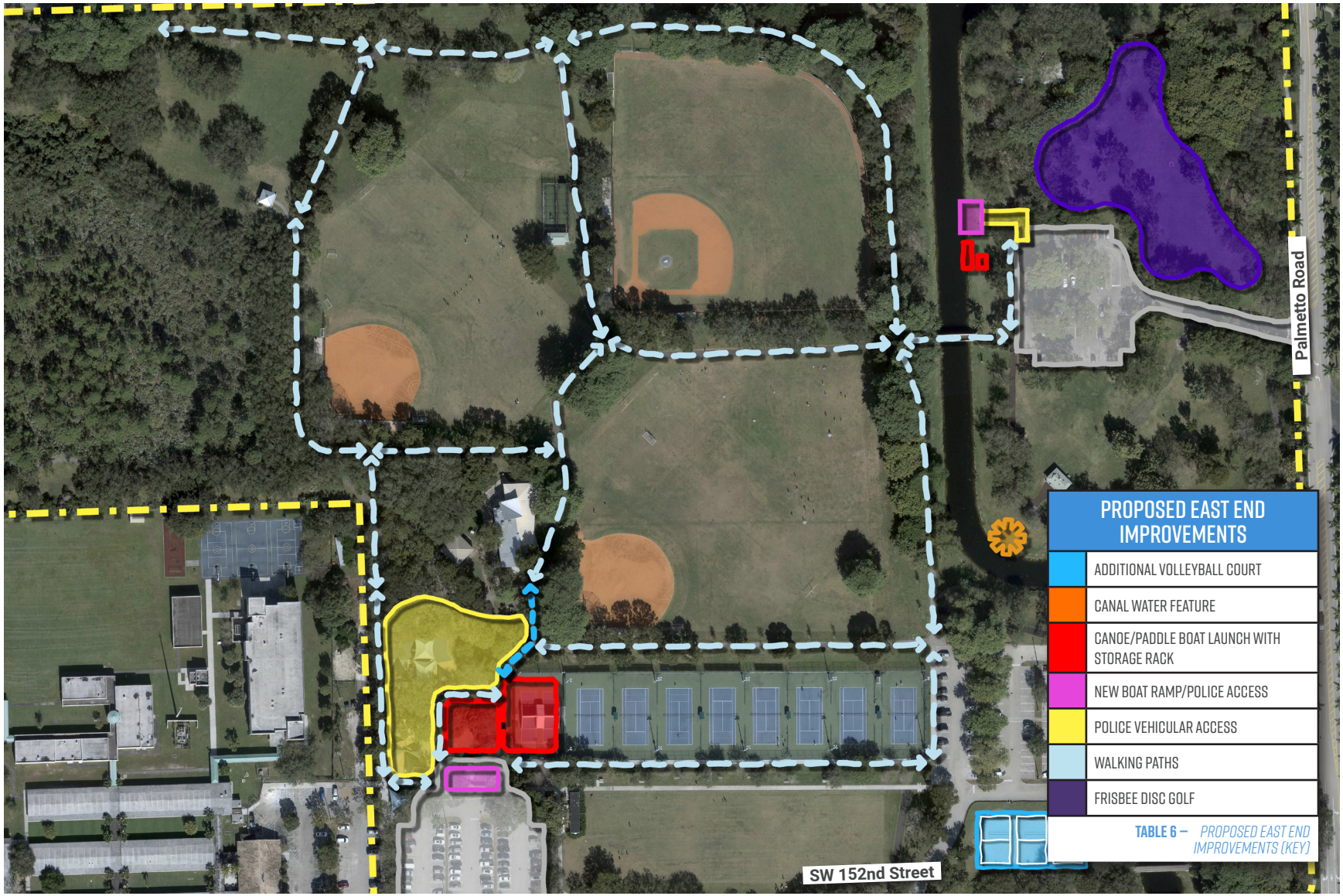

TABLE 6 – *PROPOSED EAST END IMPROVEMENTS (KEY)*

FIGURE 8 – *CORAL REEF PARK CONCEPT DIAGRAM: EAST END IMPROVEMENTS*








Drums











2. 4 LUDOVICI PARK IMPROVEMENTS

RESOLUTION 2020-26 "2019 LUDOVICI PARK MASTER PLAN"

The Master Plan incorporates the improvement recommendations of Village Council Resolution 2020-26 passed and adopted on February 3rd, 2020. The resolution indicates that various improvements "shall be reviewed and considered for approval for incorporation into the Palmetto Bay Park Master Plan on an independent, item-by-item basis, with those approved formally becoming a part of the "2019 Palmetto Bay Park Master Plan".

The improvements outlined in Resolution 2020-26 are as follows:

- **ADA Bathroom:** Add an ADA bathroom on the second floor of the building.
- **Elevator Improvements**: Fix the elevator.
- **Planter Wall Barrier:** Construct a Planter wall barrier on the north property line to buffer the park and adjacent properties.
- **Chain Link Fence:** Install a chain link fence in the back of the property.



TABLE 8 – *PROPOSED IMPROVEMENTS TO LUDOVICI PARK (KEY)*

FIGURE 9 – *LUDOVICI PARK CONCEPT DIAGRAM*

2. 5 THALATTA ESTATE PARK IMPROVEMENTS

RESOLUTION 2020-149 "2019 THALATTA ESTATE PARK MASTER PLAN"

The Master Plan incorporates the improvement recommendations of Village Council Resolution 2020-149, passed, and adopted on November 4th,2019. The resolution indicates that various improvements "shall be reviewed and considered for approval for incorporation into the Thalatta Estate Park Master Plan on an independent, item-by-item basis, with those approved formally becoming a part of the 2019 Thalatta Estate Park Master Plan".

The improvements outlined in Resolution 2019-149 are as follows:

- **Walkway Along Canal:** Construction of a trellis-covered walkway on the north side of the property and paralleling the canal.
- **New Pedestrian Bridge:** Construction of a pedestrian bridge over the C-100 Canal, which is the property and authority of the South Florida Water Management District. The bridge would have allow access to additional parking available on Miami-Dade County's Deering Estate at Cutler Deering Point. The bridge would be located west of Snowden Dam.
- **Pier:** A pier spanning into Biscayne Bay that has been designed and approved for construction. Funding for the construction of the pier is pending. The pier will become an attraction at the park's waterside and allow uninterrupted views of Biscayne Bay.
- **Shoreline Stabilization:** Stabilization and beautification of the Biscayne Bay shoreline.

Additional improvements proposed as part of the Master Plan include:

- **Wedding and Special Events Stage:** The construction of a stage for weddings and other events in the area next to the large oak tree on the south side and at the Park's center.
- **Indoor Rental Hall:** The construction/expansion of the building to include an indoor rental hall to be available all year round, and minimize noise concerns for the surrounding neighborhood.

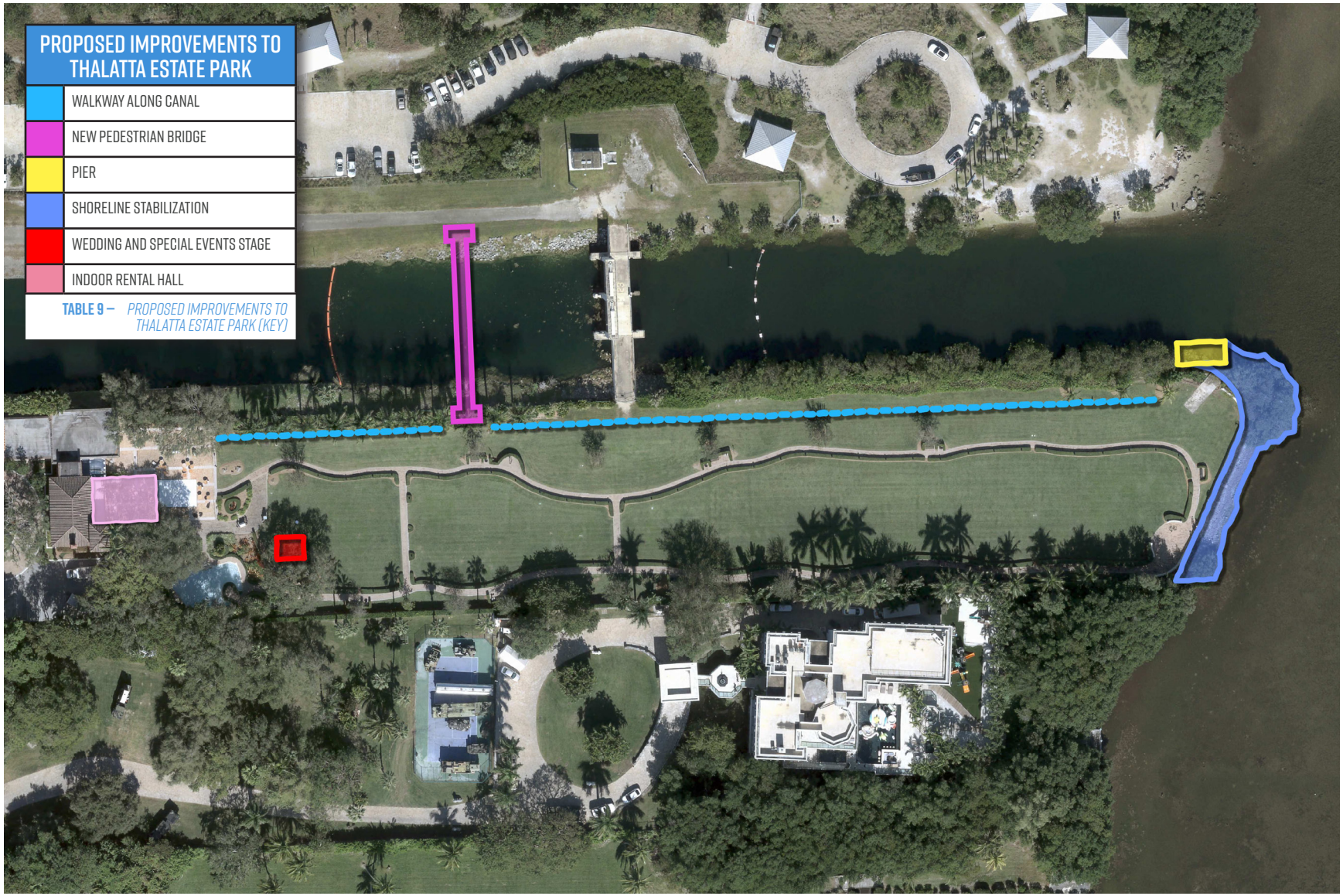

TABLE 9 – *PROPOSED IMPROVEMENTS TO THALATTA ESTATE PARK (KEY)*

FIGURE 10 – *THALATTA ESTATE PARK CONCEPT DIAGRAM*













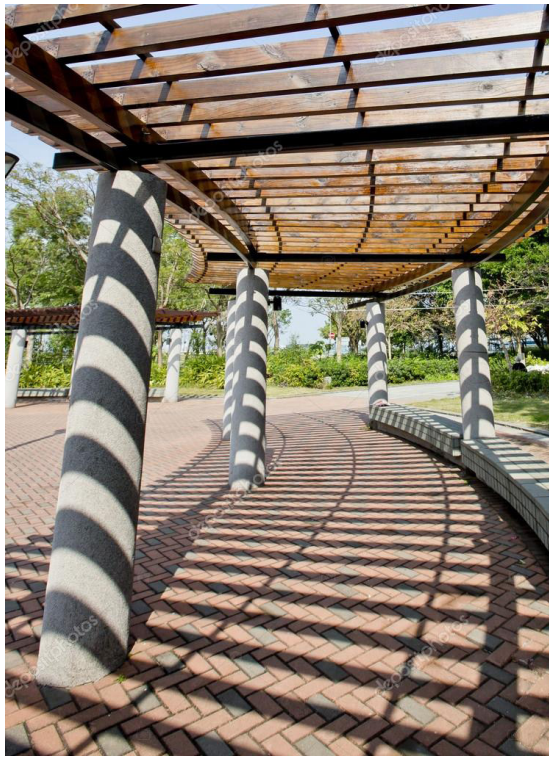



2. 6 PERRINE WAYSIDE DOG PARK IMPROVEMENTS

RESOLUTION 2020-27 "2019 PERRINE WAYSIDE DOG PARK MASTER PLAN"

The Master Plan incorporates the improvements recommendations of Village Council Resolution 2020-27, passed, and adopted on the February 3rd, 2020. The resolution indicates that various improvements "shall be reviewed and considered for approval for incorporation into the Perrine Wayside Dog Park Master Plan on an independent, item-by-item basis, with those approved formally becoming a part of the 2019 Perrine Wayside Dog Park Master Plan".

The improvements outlined in Resolution 2020-27 are as follows:

- **Seating Area/Re-Contoured Slope:** Stabilization of the slope that leads down to the water's edge with the inclusion of a stepped contour that will allow access to the water but also provide a seating area for dog-owners and visitors.
- **ADA Bathroom:** Improve the existing bathroom to make it ADA accessible.

Additional improvements proposed as part of the Master Plan include:

- **Additional Landscape:** Install new landscaping within the park to provide more shade/beautification for dog-owners to enjoy with their dogs.
- **Improved Walkways:** Improve the walkways around the park, expanding and connecting them to other areas to create a closed network of paths.
- **Dog Grooming Area:** Explore the potential to accommodate dog grooming business/area, near the improved bathrooms.

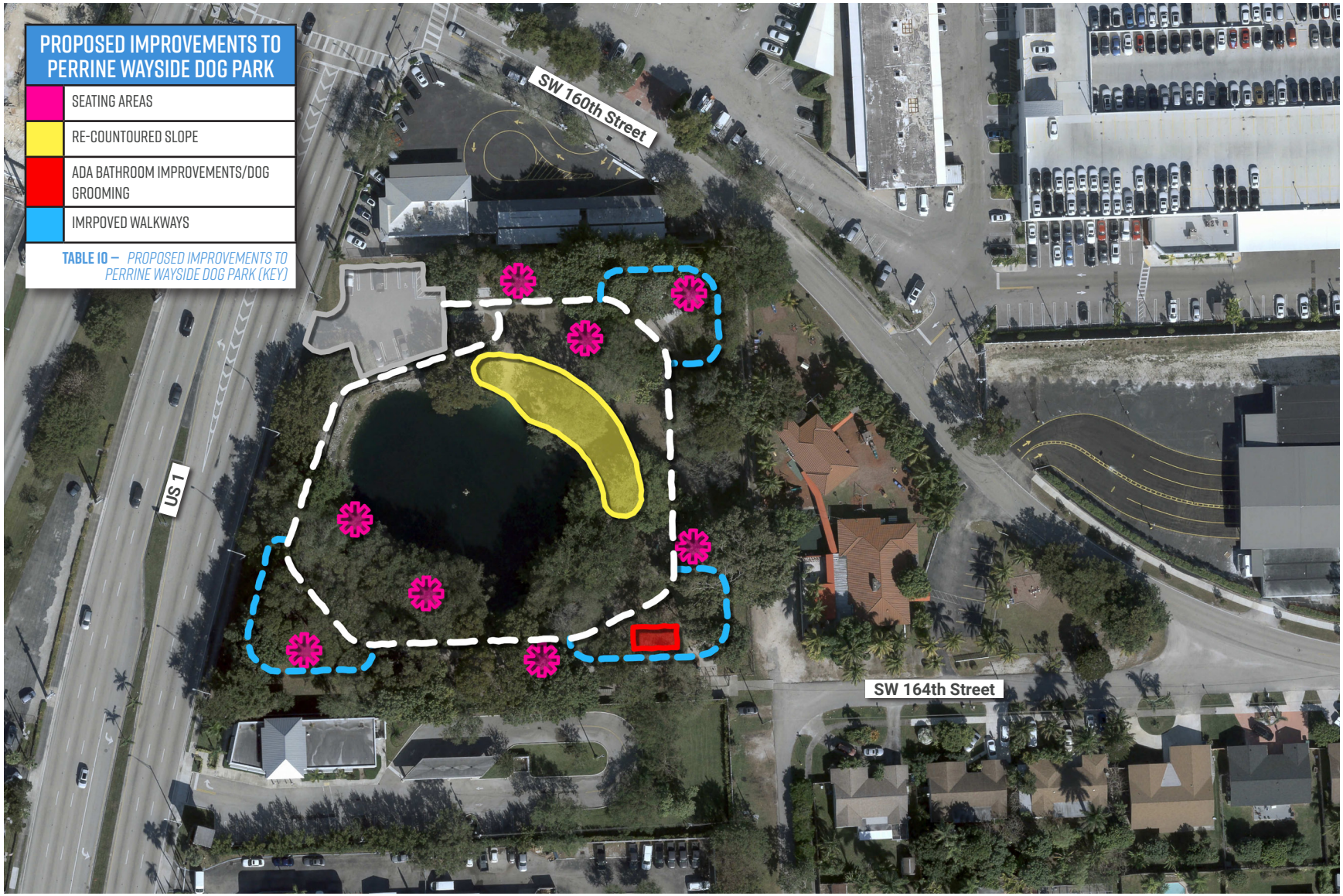

TABLE 10 – *PROPOSED IMPROVEMENTS TO PERRINE WAYSIDE DOG PARK (KEY)*

FIGURE 11 – *PERRINE WAYSIDE DOG PARK CONCEPT DIAGRAM*















2.7 THE WOODS IMPROVEMENTS

The Woods parcel at S.W. 186th Street between S.W. 86th Avenue and 86th Terrace is a vacant piece of land provided to the Village of Palmetto Bay under a lease agreement with Miami-Dade County. Under the lease agreement, the Village of Palmetto Bay must keep the site undeveloped and improve/restore with certain conditions.

The Plan incorporates the requirements of the lease agreement and keeps the property as a land preserve with no internal walking path or any other recreational use. The agreement with Miami-Dade County requires specific improvements that, except for removing invasive exotic plant material and planting native hammock and wetland flora, can be kept on the periphery of the land parcel. Providing the required benches, signage, and interpretive signs in the periphery will allow the site to regain its natural state.

Additional conditions included in the agreement are as follows:

- Removal of invasive exotic plant material
- Planting of native hammock and wetland flora
- Installation of permanent signage indicating the park's passive nature
- Installation of a minimum of six park benches
- Installation of four interpretive signs explaining the value of vegetation and wildlife
- Nature trail

Once the invasive species have been removed and the planting of the native hammock and wetland flora is concluded, the Master Plan proposes the sensitive location of a nature trail on the park's perimeter, paralleling the existing streets and locating other required benches and improvements along this trail.

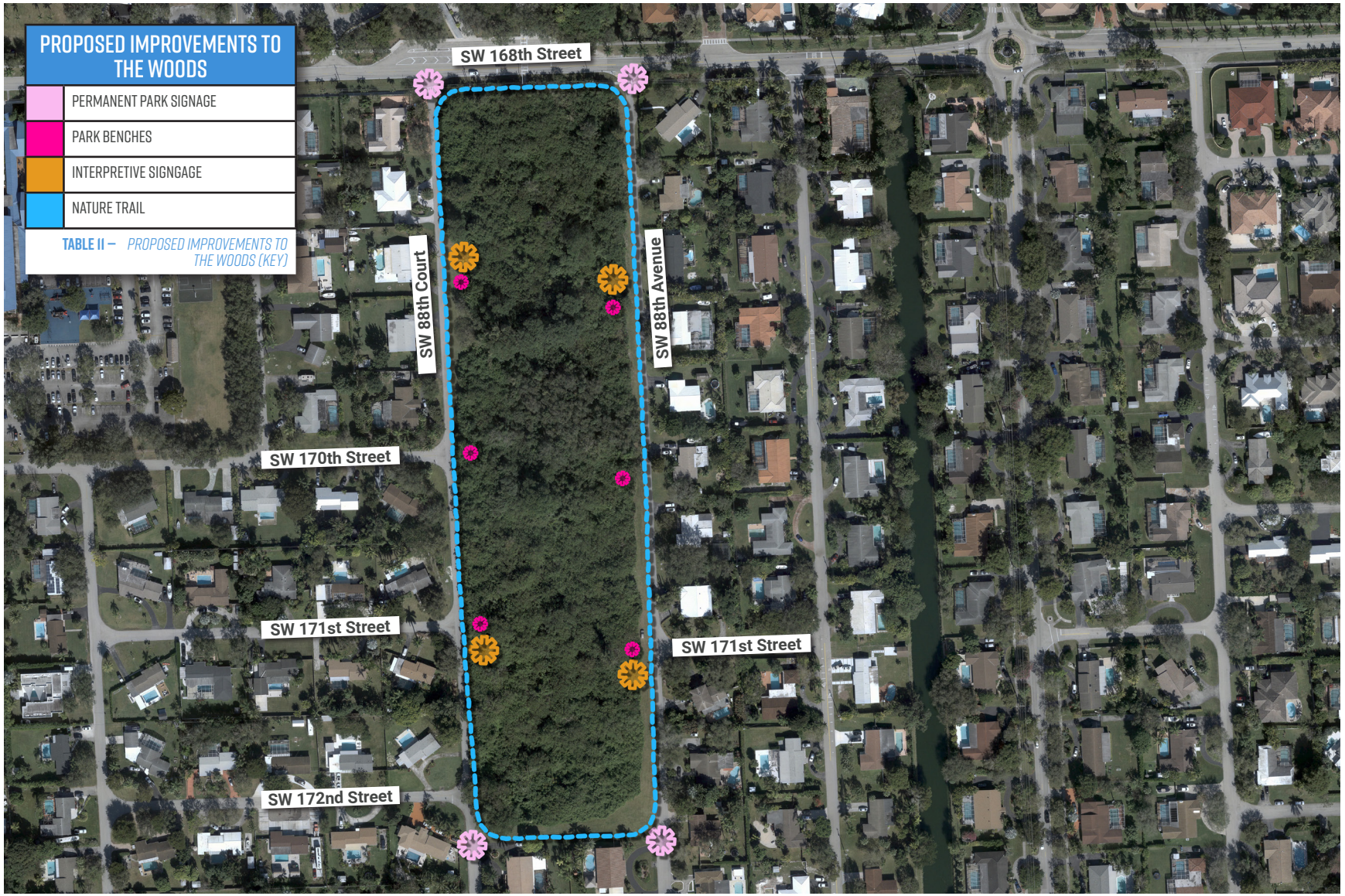

TABLE II – *PROPOSED IMPROVEMENTS TO THE WOODS (KEY)*

FIGURE I2 – *THE WOODS CONCEPT DIAGRAM*


RISE
PARK
238 MERIT
PRIVATE












CHILDERS PARK





2. 8 VETERANS PARK

In December of 2021, the Village of Palmetto Bay commissioned the design of a conceptual plan for Veterans Park.The Park was programmed to include the following elements, as part of the design concept:

- Main Entry Drive with Drop-Off (1)
- Secondary Vehicular Entry (2)
- Parking Lot with 20 Spaces (3)
- Tetrapod Lawn (Art in Public Places) (4)
- Gold Star Family Memorial Walls (5)
- Existing Perimeter Wall (6)
- Monument Sign (7)
- Central Plaza (8)
- 4' Ht. Perimeter Fence (9)
- Raised Intersection (10)
- Interactive Kiosk/Wall (11)
- Restroom Building (12)
- Water Feature with Vertical Commemorative Pylons (13)
- Flagpoles (14)
- Natural Path (15)
- Bermed Slash Pine Forest (16)
- Stage (17)
- Event Lawn with Amphitheater Seating (18)
- Wetland Boardwalk (19)
- Star Tree Cut-Outs (20)
- Lawn Overlook with Star Platform (Option: Covered) (21)
- Sloped Walk (22)
- Camouflage Inspired Paving Pattern (23)
- Legacy Tree (24)

The concept design (INSERT FIGURE) was subsequently approved by the Village Council.

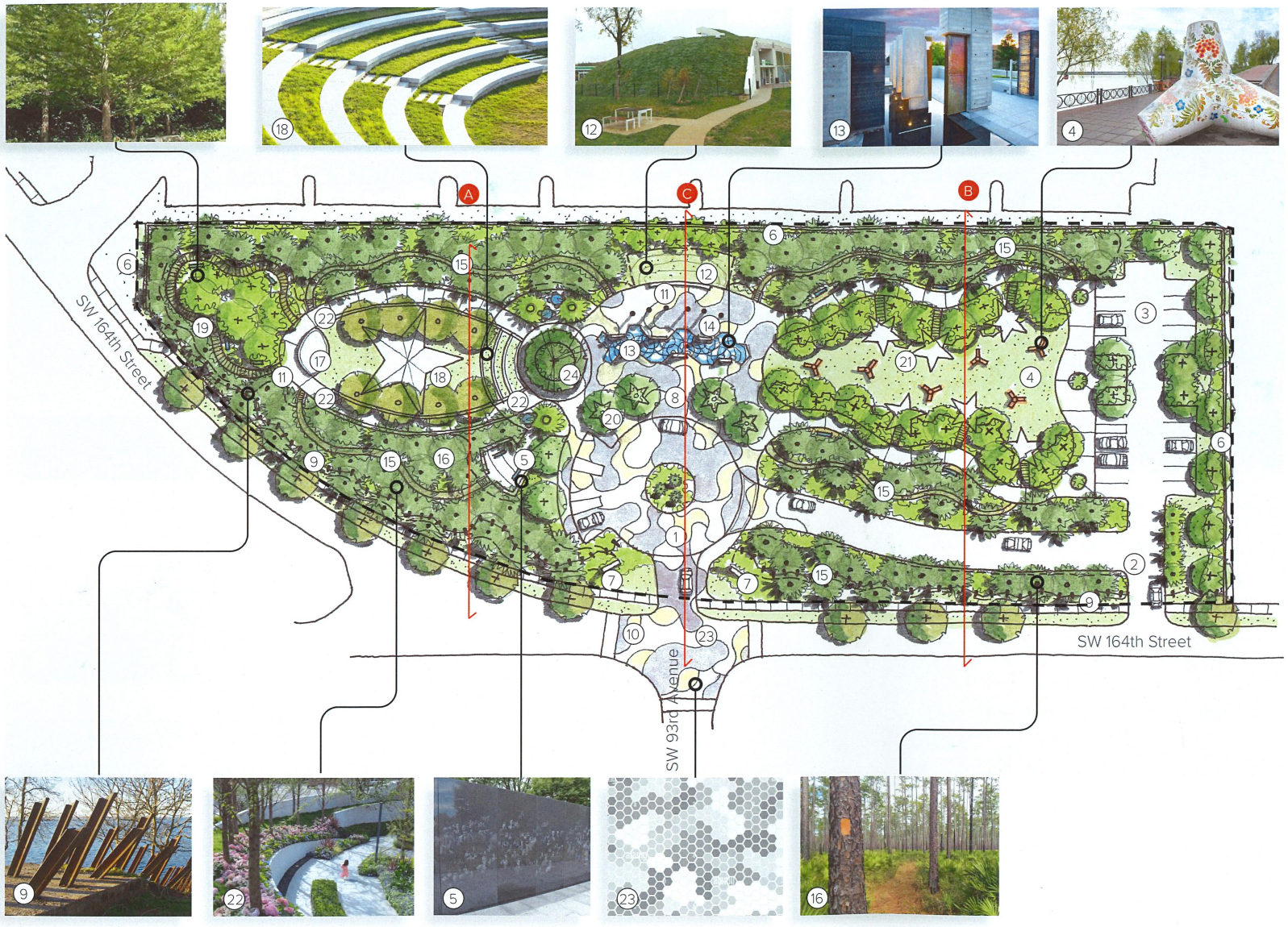

FIGURE 13 – *VETERANS PARK CONCEPT PLAN*

2. 9 PERRINE COMMUNITY HOUSE

The only significant improvements proposed for the Perrine Community House would be to upgrade the windows to impact windows, while maintaining the historic character. No improvements other than those and the continued maintenance are proposed.

2. 10 SMALL NEIGHBORHOOD/POCKET PARKS

The Village of Palmetto Bay is 3.1 miles long from its north boundary at SW 136th Street to its southern boundary at SW 184th Street. The C-100 Canal acts as a natural dividing line creating a north sector of the Village that Coral Reef Park and a south sector by Palmetto Bay Park serve. These are the only two significant parks of the Village, the rest of the parks being special facilities such as Thalatta Estate, a major event venue facility; Perrine Wayside Dog Park, a dog park; Perrine Community House, and Ludovici Park that houses the Palmetto Bay Public Library and an open-air auditorium. All these specialty facilities are on the west boundary of the Village, close to U.S. 1 or the east side next to Old Cutler Road.

Within the Village, except for those residing near Coral Reef Park, north of the C-100 Canal, or Palmetto Bay Park, south of the C-100 Canal, most residents have no parks within a ten-minute walk. Furthermore, north of Coral Reef Park, the neighbors cannot access a park within a 10-minute walk. In essence, this whole area is underserved by parks; the residents cannot access a park within a 10-minute walk. Including Small Neighborhood Parks/Pocket Parks will help meet the parks and recreation needs of this sector of the Village.

Since 2017 the Village of Palmetto Bay Elected Officials has been pro-actively discussing and promoting the creation of Small Neighborhood Parks or Pocket Parks to meet the Village resident's needs for parks within easy access to most of the Village residential sectors.

The finding of the 2022 Village of Palmetto Bay, Florida Community Interest and Opinion Survey supports the inclusion of new Neighborhood Parks. Survey questions addressed the various park and recreation topics intended to feel the pulse of the community's needs and preferences. Among the ten highest-ranking responses to the survey was the community's support for developing new neighborhood parks and acquiring new land for parks and open space. Please refer to Chapter 4, Section 4.6, Small Neighborhood/Pocket Parks Needs Assessment, for a complete description of the Needs Assessment for Small Neighborhood/Pocket Parks.

As previously mentioned in Chapter 4, the Park and Recreation Master Plan has undergone an extensive public outreach process to allow community participation at public forums with the intent to inform the community and obtain their input on the Master Plan and its process. These duly advertised community meetings have also been transmitted live via FACEBOOK to the Village at large. A format for participant voting on the presented topics was carried out using the SLIDO public participation program that allows both those in the meeting and remote to vote on the different issues and topics. During the Community Townhall Meeting of September 30th, 2022, the issue of Small Neighborhood Parks/Pocket Parks was presented and discussed. There was overwhelming support among those participating in the questionnaire to develop said Small Neighborhood/Pocket Parks.

Potential Small Neighborhood/Pocket Parks Site Identification Summary Description

The Village of Palmetto Bay is a fully built, predominantly residential community, making the inclusion of Small Neighborhood Parks/Pocket

Parks viable only through obtaining access to lands under existing aerial easements, publicly owned sites, or privately owned properties. As mentioned in Chapter 4, Section 4.4 Level of Service Analysis, the Village Comprehensive Plan's Recreation and Open Space Element Policy 7.42 establishes that "The Village shall prepare on an annual basis a vacant property inventory to identify potential properties for future parks and/or linear open spaces/." The design team thoroughly analyzed all such potential sites within the Village and presented them to the Village community in the September 30th Parks and Open Space Master Plan Townhall Meeting.

Publicly Owned Sites

There are two types of publicly owned sites that the Village may potentially be able to access for the design and construction of the Small Neighborhood/Pocket Parks. Some Miami-Dade County-owned sites are unused and could be acquired to construct Pocket Parks.

The Power Line Easements sites carry high-tension electrical cables. The land under these easements belongs to Florida Power and Light (FPL) or Miami-Dade County. Requesting and an agreement on the use by the Village of these sites from both FPL and Miami-Dade County will be the first determining factor in the availability of these sites.

There are strict limitations to what can be constructed under the high-tension easement lands. With the acceptance of the landowner and FPL, non-vertical construction could be carried out, and selective tree landscape treatment could be provided. All improvements will need to be approved by Florida Power and Light.

While there may be other sites for constructing Pocket Parks over time, two sites are considered in the Master Plan to include a Small Neighborhood Park/Pocket Park. These sites are publicly owned sites.



FIGURE 14 – *POCKET PARK CONCEPT AT WASD SITE*



FIGURE 15 – *POCKET PARK CONCEPT AT FPL EASTEMENT SITE*

- Miami-Dade County Water and Sewer Department-owned site at SW 89th Avenue between SW 159th Street and SW 160th Street. This publicly owned site is ideal for constructing a park to serve the immediate neighborhood. As shown in (Figure 14), with a land area of approximately 2 acres, the site's corner

location makes it an ideal park site. This site is identified in the Village's Comprehensive Plan Recreation and Open Space (ROS) Element as a site to be part of the Village's Park system and continued negotiations with Miami-Dade Water and Sewer Department, the property owner.

- The FPL easement (Figure 15) is located at Palmetto Road and SW 140th Street, where Miami-Dade County owns the land. This site is also in an ideal location to serve the surrounding community. During the Master Plan process, the Village applied to Miami-Dade County to obtain this site for a Small Neighborhood/Pocket Park.

Other Potential Sites Include.

- Agricultural Zoned Land - While few, some sites in the south of the Village are presently zoned Agricultural. There is the potential to create Pocket Parks in these areas as these sites are up for rezoning through negotiations with the property owners.
- Privately Owned Properties - Privately owned properties are another potential source of land to construct Pocket Parks. This is a policy decision. Some privately owned sites could eventually be acquired if offered or placed on the market for sale.

2.11 FUNDING AND SOURCES

PRELIMINARY COST ANALYSIS RECOMMENDATION

In general, parks and recreation master plans propose recommendations for improvements that may span the course of years, or decades, encompassing both small and large projects. Over time, significant cost variations may arise due to unpredictable events, which can increase construction costs substantially. An escalation factor may not fully address these cost differentials. To meet the needs of funding sources, particularly General Obligation (GO) Bonds that require substantial time from master plan conception to the actual referendum, it is recommended that cost analyses be conducted at the time of funding solicitation.

Construction projects proposed in this Plan are conceptual in nature, with minimal detail to serve as the most accurate basis for accurate cost estimation. In cases without major park reconstruction projects, improvements may be implemented gradually and prioritized differently. Changes in scope over time should also be considered.

Generating cost estimates, with limited detailed information during the planning stage may not benefit the community. Instead, these estimates should be done closer to project implementation. Relying on a preliminary opinion of cost at this early stage can have significant repercussions. When cost estimates are generated too early in the project lifecycle, they may not account for critical factors that impact the overall budget, such as changes in material prices, labor costs, regulatory requirements, and economic conditions, especially in the current economy. As a result, these estimates may not accurately reflect the project's true cost, leaving stakeholders unprepared for the financial implications.

If actual construction costs exceed the initial estimate, the Village may struggle to secure additional funding, forcing difficult decisions such as scaling back the project's scope, compromising on quality, or even canceling the project altogether. These adjustments can lead to dissatisfaction among stakeholders and jeopardize the project's overall success.

To mitigate the risks, it is essential to develop accurate cost estimates based on the most up-to-date information and continuously monitor and adjust project budgets as market conditions rapidly evolve. It is believed that cost estimates at the planning stage will not provide community benefits and should be conducted closer to the individual project's implementation.

ADDITIONAL FUNDING OPPORTUNITIES

The Plan identifies federal programs, and non-profit organizations that match local funding with grants.

A summary of parks funding techniques that may be used by Florida municipalities is listed below.

Village of Palmetto Bay

- User Fees
- Development Impact Fees
- GO Bonds (voter approved property tax)
- Partnerships/Agreements

Miami-Dade County

The Miami-Dade County Grants Coordination Division provides a directory of foundations that highlight giving areas/interests and active website addresses. The directory is organized by geographic area. The full list of foundations and Private Funding Sources may be accessed at

https://www.miamidade.gov/grants/funding-foundations.asp

The full list is organized in the following categories:

- National & International
- State, Regional & Local
- Foundations and Organizations

Florida Department of Environmental Protection (Division of State Lands)

- Florida Communities Trust (FCT)
  - Parks and Open Spaces Florida Grant Program
- Florida Recreation Development Assistance Program (FRDAP)
- Land and Water Conservation Fund (LWCF)
- Recreational Trails Program (RTP)

Other State Resources

In addition to the FDEP, the following State resources may offer funding assistance/grants for parks and recreation programs and facilities:

- Florida Dept. of Agriculture
- Florida Dept. of Education
- Florida Dept. of Transportation
- Florida Fish & Wildlife Commission
- Florida Dept. of Health
- Florida Dept. of Environmental Health
- Florida Dept. of State Cultural Facility Grant Program
- Florida Recreation Development Assistance Program

Other

- United States Tennis Foundation
- USA Swimming Foundation
- American Red Cross

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3

URBAN CONTEXT

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3.1 INTRODUCTION

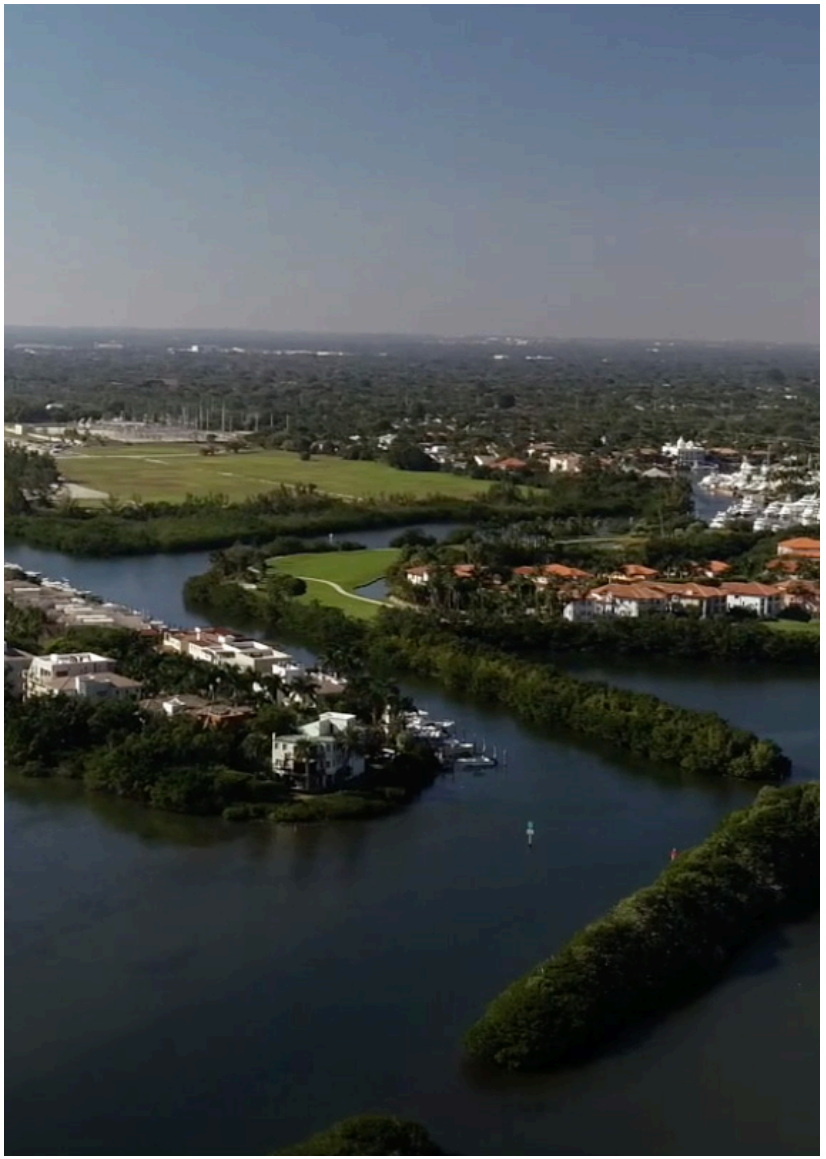
In this chapter, the Team evaluated the urban context and form determinants that shape the Village and how the park and recreation system operates. Form determinants are both the physical and non-physical characteristics that define the Village. These characteristics include:

- The land area of the Village in physical terms, such as its length and the impacts it may have on the distribution of land uses, parks, and physical accessibility;
- The Village's regional location in the context of surrounding urban areas and tt municipalities; and
- The distribution of parks and open spaces throughout the Village.

The Village's park and recreation system has been shaped by the urban form and how it is affected and supported by this urban pattern. Through this understanding of the Village's urban form, the Team can identify an approach for community outreach, the characteristics of different areas of the Village, and recreation lands and venue offerings, including recommend actions to improve the system.

The following illustrative diagrams were prepared to guide the formulation of recommendations in the plan:

- Village Boundary Plan
- Neighboring Municipalities Plan
- Residential Areas Plan
- Village Park System Distribution



VILLAGE BOUNDARY

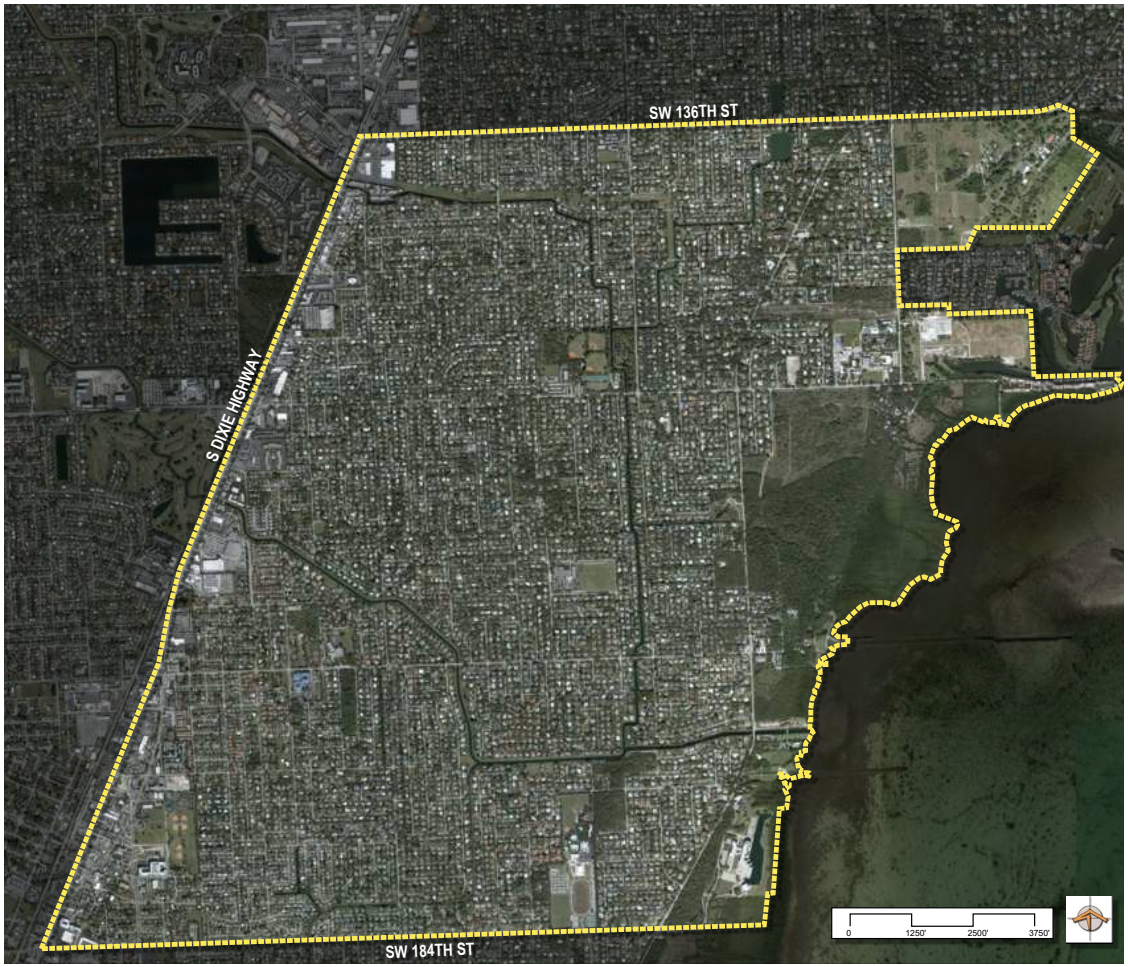
The Village of Palmetto Bay totals approximately 8.44 square miles, and is nestled in the southeastern part of Miami-Dade County, Florida. Its geographic boundaries can be described as follows:

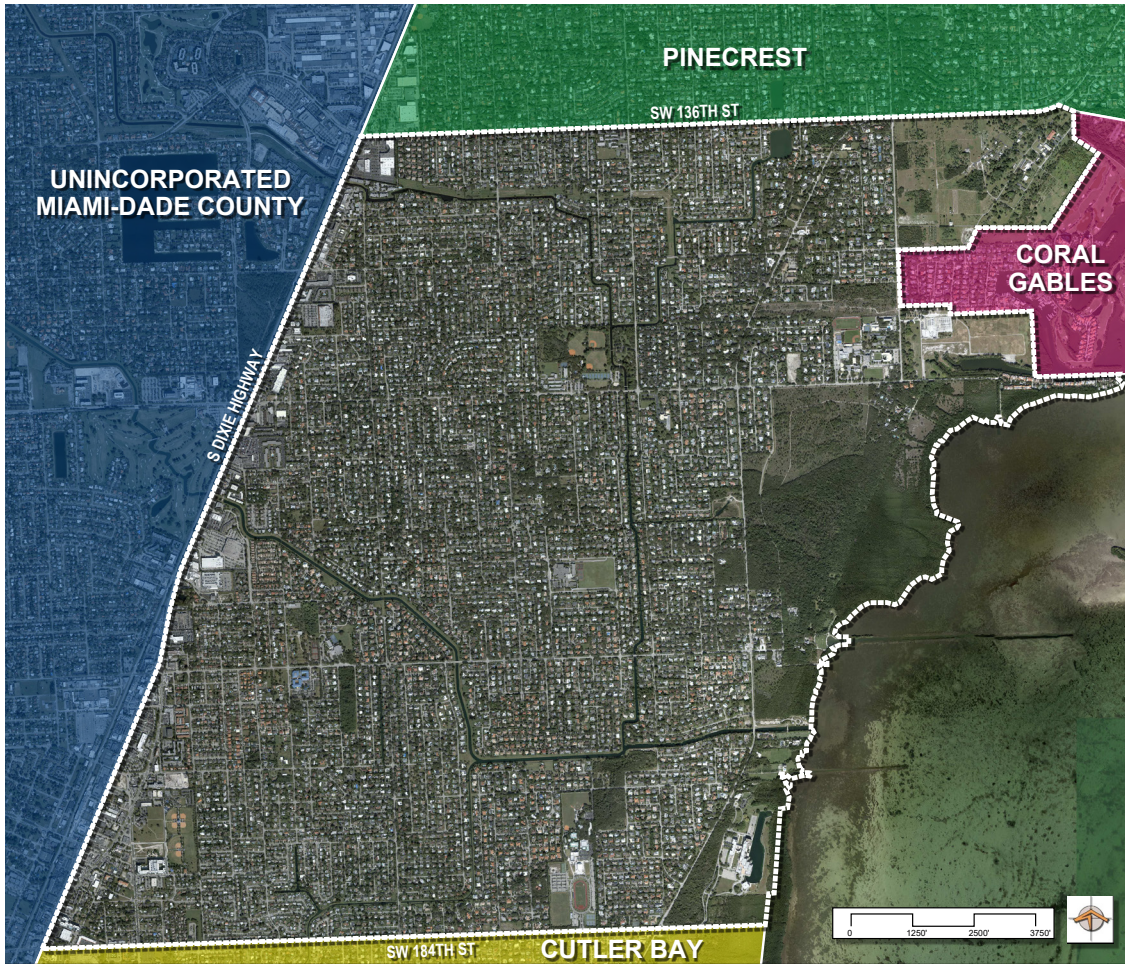
To the north, the Village of Palmetto Bay is bordered by SW 136th Street serving as the northernmost boundary of the Village.

On the east, the village's boundary is defined by the waters of Biscayne Bay, a picturesque coastline offering beautiful views and a serene atmosphere..

The southern boundary of the Village extends to SW 184th Street, and finally, on the west, the boundary follows the path of US Highway 1 (South Dixie Highway) for most of its length, delineating Palmetto Bay from unincorporated areas of Miami-Dade County.

Within these geographic limits, the Village of Palmetto Bay offers residents and visitors a peaceful suburban environment, with a rich array of parks and recreational facilities, while still being conveniently close to the bustling city of Miami and the natural beauty of Biscayne Bay and the Everglades.





NEIGHBORING MUNICIPALITIES

Palmetto Bay is surrounded by several neighboring municipalities in Miami-Dade County, each with its distinct characteristics:

To the north lies Pinecrest, an affluent suburban village known for its tree-lined streets, beautiful homes, and excellent schools. Pinecrest boasts several parks, recreational facilities, and a strong sense of community.

On the northwest, along the western boundary of Palmetto Bay, unincorporated areas of Miami-Dade County feature a mix of residential, commercial, and industrial properties. These areas provide a range of housing options and amenities for residents.

To the south, Cutler Bay is a neighboring town with predominant residential uses. It is home to the South Dade Cultural Arts Center, numerous parks, and recreational opportunities. Cutler Bay's eastern coast is defined by a network of canals and lakes that provide a unique landscape for residents and visitors.

The eastern boundary of Palmetto Bay is defined by Biscayne Bay.

These neighboring municipalities, combined with the unique features of Palmetto Bay, create a diverse and thriving region that offers residents and visitors a wide range of experiences and lifestyles.

VILLAGE RESIDENTIAL AREAS

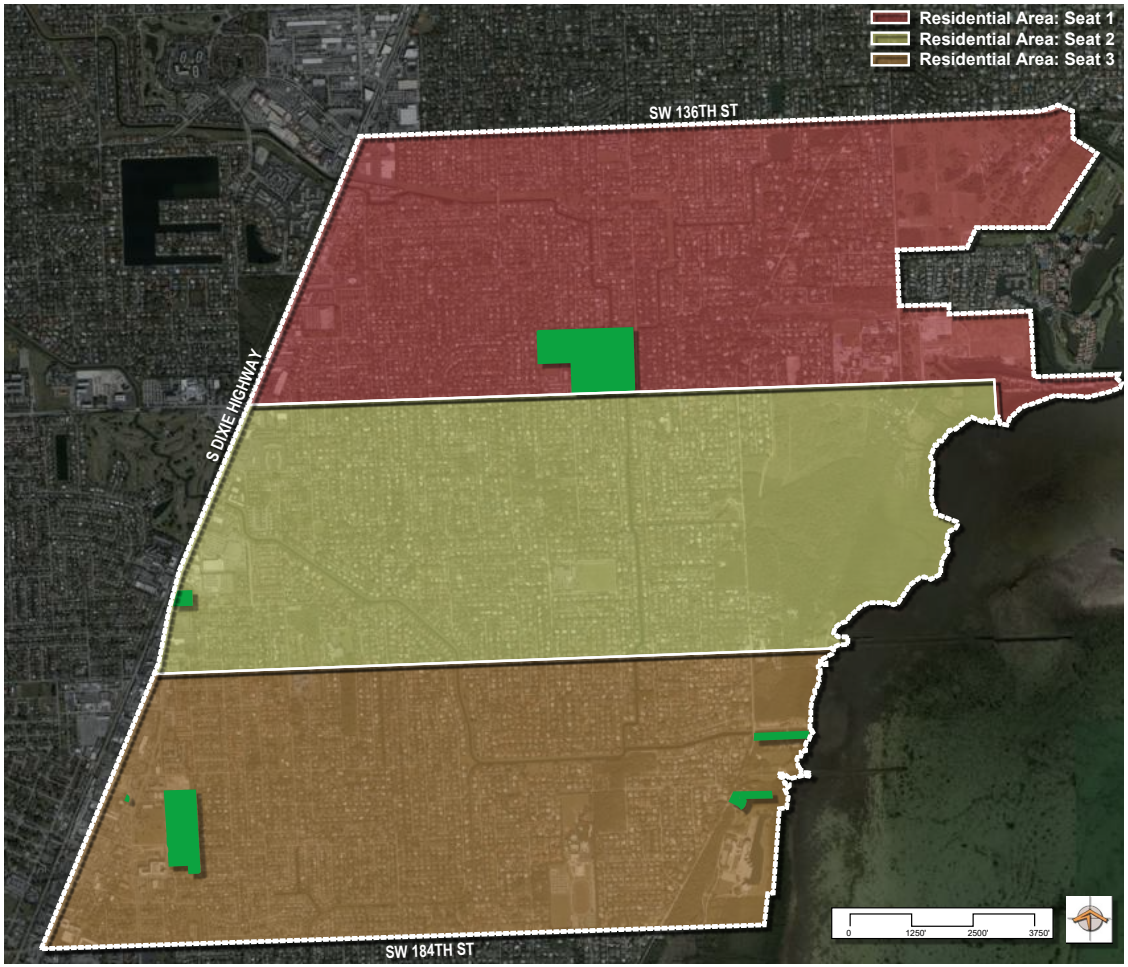
The Village is divided into three Council Residential Areas, each represented by an elected council member. These areas are strategically located to ensure that the needs and interests of the unique community are adequately represented in local government.

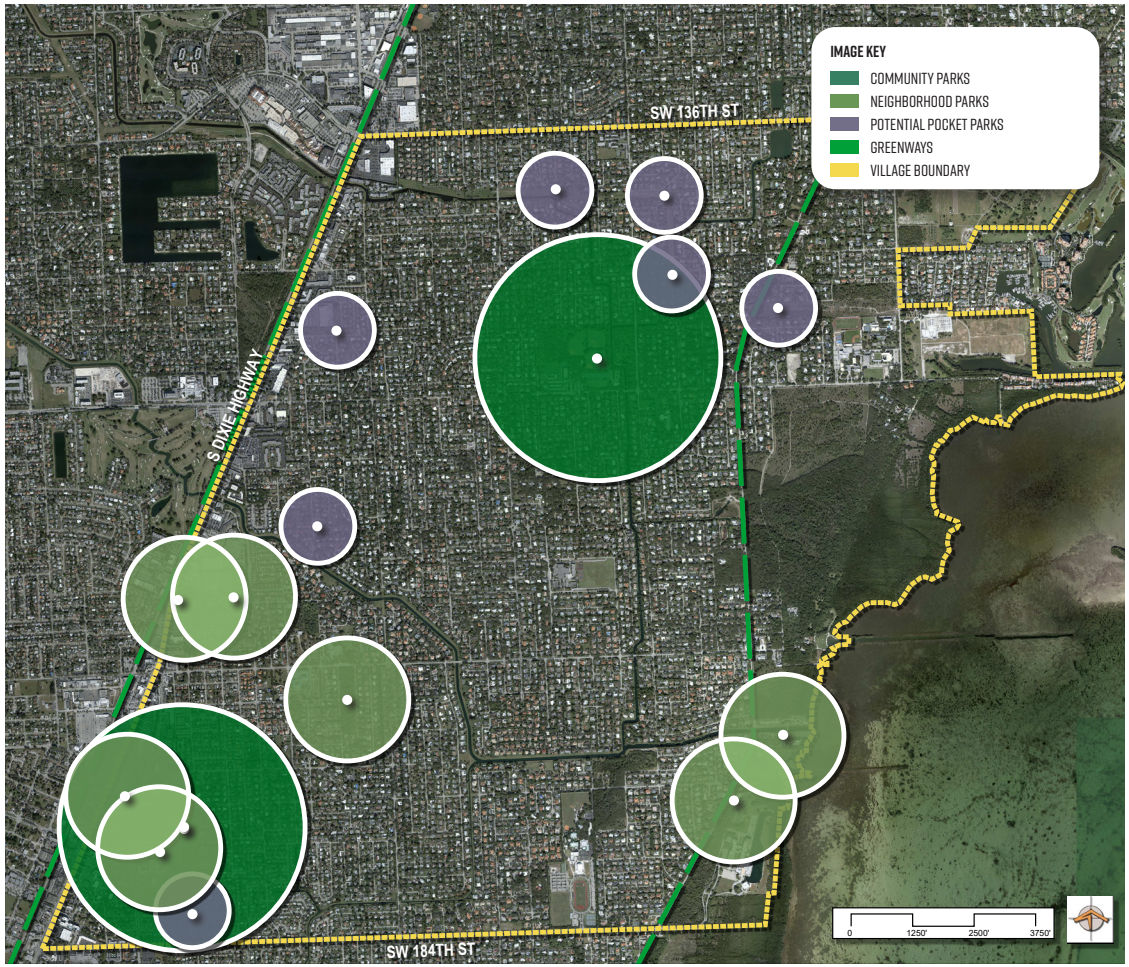
Area 1 is located in the northern third of the Village and primarily consists of residential neighborhoods, with some commercial properties along the US-1 corridor to the west. It is bounded by SW 136th Street at the northern end of the Village and extends south to SW 152nd Street.

Area 2 is considered the central area of the Village, extending from SW 152nd Street in the north to SW 168th Street in the south.

Area 3 is situated at the southern end of the Village and includes residential neighborhoods as well as the civic core of the Village adjacent to Palmetto Bay Park. It continues from Area 2 on the north at SW 168th Street and extends south to the Village limits at SW 184th Street.

These residential areas serve as the basis for dividing the Village and representation at Village Hall. They ensure that Village decision-making is inclusive and representative of the diverse perspectives and interests of the entire community.





VILLAGE PARK SYSTEM DISTRIBUTION

Geographically, the Village's parks are strategically distributed across its three residential areas, ensuring that residents have access to green spaces and recreational facilities. The C1 Canal bisects the Village, creating distinct northern and southern sectors.

Residents in both sectors are served by the Village's premier parks. Coral Reef Park, situated north of the canal, provides a variety of recreational amenities for the northern sector. Palmetto Bay Park, located in the southern half of the canal, offers a similar range of facilities for residents in the southern sector.

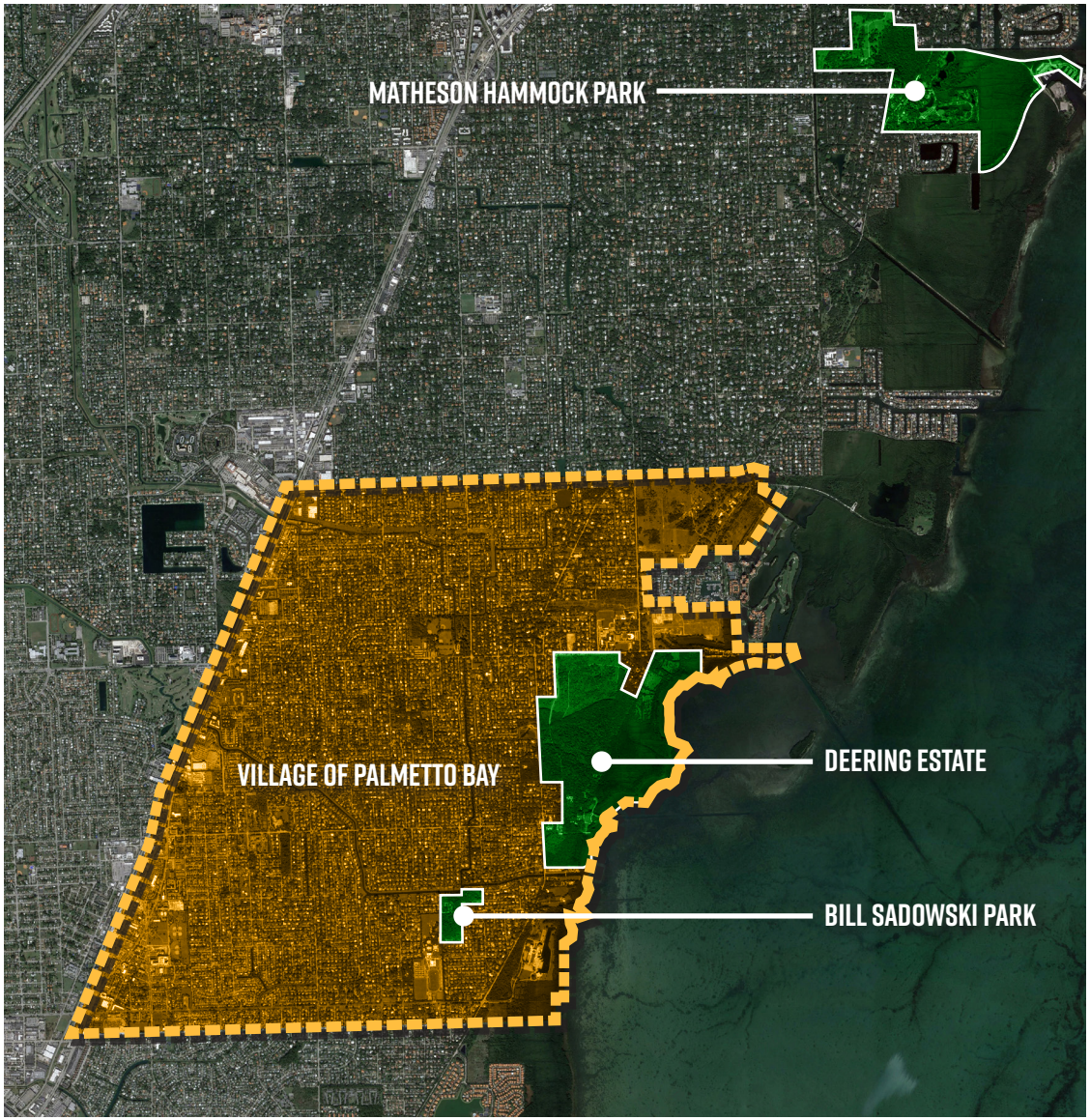
The remaining neighborhood parks and facilities are dispersed throughout the southern sector, ensuring accessible open spaces for residents in this area. As part of the Village's planning process, additional sites for the development of new pocket parks are being explored to further balance the distribution of open spaces throughout the community. This careful planning aims to enhance the overall quality of life for residents by providing more evenly distributed recreational opportunities within the Village.

NATURAL PARKS AND PRESERVES

Palmetto Bay is conveniently located near several natural parks and preserves, catering to the community's desires for nature-focused recreation:

- **Deering Estate:** A 444-acre estate featuring coastal hammock, mangrove forests, salt marshes, guided nature tours, bird-watching, and hiking trails.
- **Matheson Hammock Park:** A mangrove preserve with nature trails, an atoll pool, and opportunities for bird-watching and exploring native flora and fauna.
- **Bill Sadowski Park:** Encompassing hardwood hammocks, pinelands, and a drained Everglades slough featuring a main building, nature trails, and a native wildlife / birdwatching area.

These natural park preserves provide residents and visitors with opportunities to connect with nature and enjoy various outdoor activities in South Florida



4

EXISTING PARKS CONDITIONS

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4.1 INTRODUCTION

This chapter provides an overview of existing park facilities, their urban context, identified issues, and potential opportunities that may be explored through this planning process. The existing park conditions analysis was developed through numerous site visits, a detailed desktop evaluation, and ongoing discussions with Village Staff and Elected Officials. In addition, each park was the subject of photographic documentation.

4.2 RECREATION PARKS AND FACILITIES SUMMARY

As part of the existing park conditions analysis, an evaluation of present conditions at each of the Village's parks addressed various aspects of the park's physical conditions. The assessment includes park property evaluation, availability of parking, existing buildings/shelters, active recreational facilities/sports fields, landscape materials, urban context, and any future village investments/improvements as part of the overall aesthetic conditions.

The existing park conditions analysis provides a basis for identifying necessary improvements, additional activities, and structures within the Villages current park system. This inventory and analysis, the needs assessment, and community preferences identified during the outreach survey form the basis for the development of alternative concept designs for selected parks, as well as any proposed redistribution of sports facilities/uses within the Village's parks system.

The following pages summarize the inventory of existing parks and facilities. The analysis includes a general indication of the initial findings, illustrated with photos and aerial photographs.



4. 3 LIST OF VILLAGE PARKS

The Village of Palmetto Bay currently maintains and operates the following parks and recreation facilities. A more detailed description and evaluation is provided on the following pages.

- Coral Reef Park
- Ludovici Park
- Palmetto Bay Park
- Perrine Community House
- Perrine Wayside Dog Park
- Thalatta Estate Park
- The Woods

4. 4 INDIVIDUAL PARK PLAN WORKSHOPS

Over the course of 2019-2020, early efforts to improve the parks within the Village included a series of public meetings. At these meetings, residents and stakeholders were afforded the opportunity to have their voice heard. At each of the workshops, a comprehensive presentation of all existing park components and amenities was made to the participants. Subsequently, in depth discussions with the community resulted in a series of

recommendations that were compiled for review and approval. As a result of these meetings, the following resolutions were adopted by ordinance to recommend for approval and incorporation as future improvements to some of the Village's parks. The individual ordinances are listed as follows:

- Ordinance No. 2019- 48 (Coral Reef Park Master Plan)
- Ordinance No. 2019- 104 (Palmetto Bay Park Master Plan)
- Ordinance No. 2019- 149 (Thalatta Estate Park Master Plan)
- Ordinance No. 2020- 26 (Ludovici Park Master Plan)
- Ordinance No. 2020- 27 (Perrine Wayside "Dog Park" Master Plan)

At approval, each of the ordinances would become the official "2019 Park Master Plan," for the following parks individually. Each of the individual park master plans included improvements on an item-by-item basis. The recommended improvements are listed for each park below:

CORAL REEF PARK MASTER PLAN RECOMMENDATIONS

- Enhanced Tennis/Pickle Ball Facilities
- Tennis Shop
- Reconfigured Entrance on 152 Street
- Additional Volleyball Courts (2)
- Additional walking paths
- Canal Water Feature
- Canoe Launch/Paddle Boats/Storage
- Expanded Playground
- Frisbee Course
- Perimeter Landscaping/ Bern
- Nature Education/ Multipurpose Building

PALMETTO BAY PARK MASTER PLAN RECOMMENDATIONS

- Splash Pad
- Enhanced Landscaping
- Pine Tree Preserve
- New Walkways
- Sensory Garden
- ADA Restroom
- Expanded Recreation Building
- Labyrinth
- Improved Skate Park
- New Fence
- Expanded Basketball Courts
- Storage

THALATTA ESTATE PARK MASTER PLAN RECOMMENDATIONS

- Walkway along Canal
- New Pedestrian Bridge
- Pier
- Shoreline Stabilization

LUDOVICI PARK MASTER PLAN RECOMMENDATIONS

- ADA Bathroom on 2nd Floor
- Elevator Repair
- Planter Wall Barrier along North Property Line
- Fencing along Mangroves

PERRINE WAYSIDE "DOG PARK" MASTER PLAN RECOMMENDATIONS

- Seating area/re-contoured slope
- ADA bathroom



FIGURE 16 – *CORAL REEF PARK SITE AERIAL*

CORAL REEF PARK

General Description

Coral Reef Park is an approximately 48-acre community park facility that serves the heart of the residential community and the greater overall northern region of the Village. The park is characterized by two distinct use areas that are split by the South Florida Water Management District Canal. A series of unique pedestrian bridges connect the two areas, enhancing the park's interconnectivity and linking the eastern side's passive nature with the more activity-based program on the west.

The park's main entrance is from SW 152nd Street on the south, with general neighborhood frontage along Palmetto Road to the east, SW 80th Avenue to the west, and SW 148th Street to the north. Two separate parking lots are accessed directly from SW 152nd Street. The east parking lot is 68 spaces. The western lot is 77 spaces, which are occasionally shared with Coral Reef Elementary. There are a total of 145 parking spaces. Palmetto Road is a heavily trafficked roadway that impedes pedestrian access on the eastern side of the park. However, the lower intensity scale of the roadways on the north and west allow for pedestrian activity into the park from these single-family residential neighborhoods.

Coral Reef Park offers a wide variety athletic facilities, including Baseball/Softball (3), Soccer (1), Football (1), Beach Volleyball (2), Tennis (8), and Racquetball (4). In addition to these athletic facilities, the park offers an expansive playground for different age groups. Surrounding the park is a network of walking and jogging paths, including pathways integrated through a natural pinelands preserve. At the park's center is a LEED-certified concession stand, where patrons can purchase food or drink to enjoy at one of the park's pavilions, picnic areas, or open play areas.

Initial Observations

The following issues and opportunities were identified within the park:

- Limited seating areas for spectator sports
- Secluded natural trail area, separate from the rest of the park
- Dated playground equipment for a park of this significance
- Lack of indoor recreation/activity space

The following preliminary recommendations would improve this park:

- Expand areas for playground modernization, including the enhancement and addition of new playground equipment.
- Improve seating areas for spectator sports, with structured/ natural shade
- Introduce concepts for Crime Prevention Through Environmental Design (CPTED)
- Implement recommendations identified in the 2019 Coral Reef Park Master Plan

PARK INVENTORY	AVAILABILITY		CONDITION		
	YES	NO	GOOD	FAIR	POOR
BASEBALL FIELD	●		●		
BASKETBALL COURT		●			
BIKE RACKS	●			●	
BOAT LAUNCH/DOCK		●			
COMMUNITY CENTER		●			
ENTRY SIGNS	●			●	
EXERCISE EQUIPMENT	●			●	
FENCING AND WALLS	●		●		
FIELD LIGHTING		●			
FIELD STORAGE	●			●	
FOOTBALL FIELD	●			●	
GENERAL LANDSCAPING	●		●		
MULTI-USE ROOMS		●			
PARKING	●		●		
PARK LIGHTING		●			
PARKING LOT LIGHTING	●		●		
PLAYGROUND EQUIPMENT	●			●	
PLAYGROUND SURFACES	●		●		
RAQUETBALL COURTS	●			●	
RESTROOMS	●			●	
SEATING AND FURNITURE	●			●	
SHADE STRUCTURE	●		●		
SKATING FACILITIES		●			
SOCCER FIELD	●		●		
SOD	●		●		
SWIMMING POOL		●			
TENNIS COURTS	●		●		
TREE CANOPY	●		●		
WALKWAY SURFACES	●			●	
WASTE RECEPTACLES	●			●	
WATER FOUNTAINS	●			●	
WIFI SERVICE	●		●		









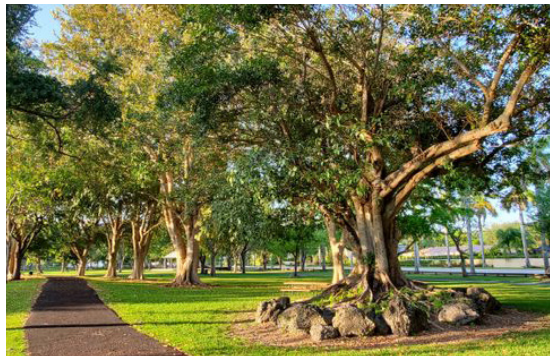

FIGURE 17 – *CORAL REEF PARK EXISTING SITE PHOTOS*











FIGURE 18 – *CORAL REEF PARK EXISTING SITE PHOTOS*

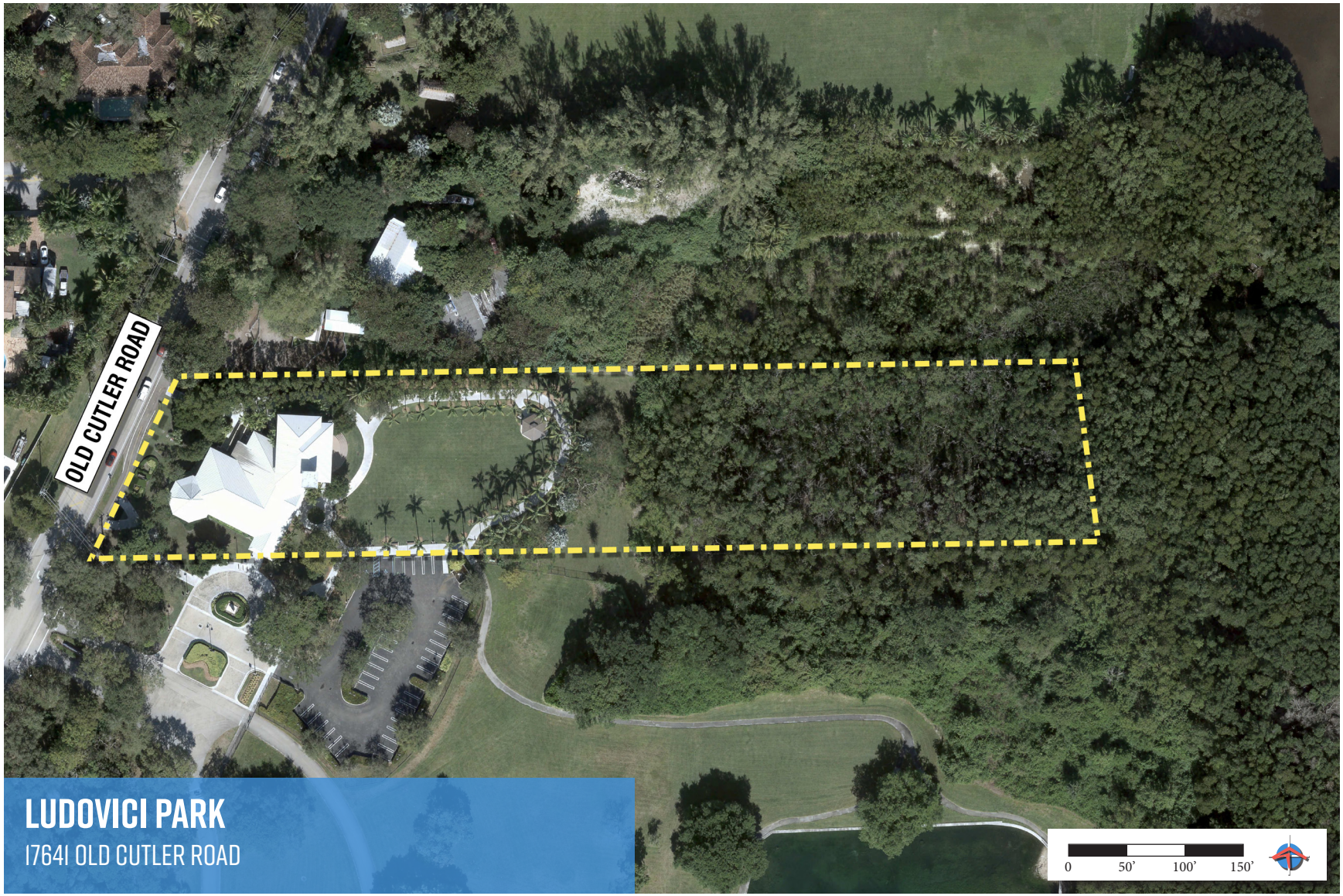

FIGURE 19 – *LUDOVICI PARK SITE AERIAL*

LUDOVICI PARK

General Description

Ludovici Park is an approximately 2.64-acre specialty park facility that serves the Village of Palmetto Bay. The park is characterized by its great lawn, which serves as the backdrop for the Edward and Arlene Feller Community Room and Amphitheater attached to the north side of the ground floor of the Palmetto Bay Branch Library.

The main entrance to the park is shared with the library, where the access occurs from Old Cutler Road, just south of SW 176th Street. It is served by a parking lot (32 spaces) directly on the south side of the lawn area. To the north is private residential property, to the south is Palmetto Bay Village Center, and east is Biscayne Bay. Given the prominent waterfront location, the park maintains vehicular access from a single roadway, Old Cutler Road. However, a shared-use pedestrian/bike path traverses along the library's west side and provides a significant pedestrian connector to the nearby single-family residential to the west and outward.

Ludovici Park offers the community a space to host outdoor performances or other events. The Library also hosts outdoor events, taking full advantage of the park's expansive lawn. Additional events, including the Take and Make Craft Days and Movie Matinees on Saturday nights, are some of the most popular. Surrounding the park and connecting to an extensive path system along Old Cutler Road is a walkway with various palm planting and landscape materials. Midway through the walkway, located at the east end of the park, is an outdoor gazebo structure where community members may enjoy a picnic or read a good book with the sounds of nature.

Initial Observations

The following issues and opportunities were identified within the park:

- Lack of significant signage that separates the park from the library facility
- Highly visible parking areas without buffer, in close proximity to the lawn space
- Absence of significant tree at the edges of the open space

The following preliminary recommendations would improve this park:

- Celebrate the natural landscape features of the site, including mangroves
- Implement recommendations identified in the 2019 Ludovici Park Master Plan

PARK INVENTORY	AVAILABILITY		CONDITION		
	YES	NO	GOOD	FAIR	POOR
BASEBALL FIELD		●			
BASKETBALL COURT		●			
BIKE RACKS	●		●		
BOAT LAUNCH/DOCK		●			
COMMUNITY CENTER		●			
ENTRY SIGNS	●		●		
EXERCISE EQUIPMENT		●			
FENCING AND WALLS	●			●	
FIELD LIGHTING		●			
FIELD STORAGE		●			
FOOTBALL FIELD		●			
GENERAL LANDSCAPING	●		●		
MULTI-USE ROOMS	●		●		
PARKING	●		●		
PARK LIGHTING	●		●		
PARKING LOT LIGHTING	●		●		
PLAYGROUND EQUIPMENT		●			
PLAYGROUND SURFACES		●			
RAQUETBALL COURTS		●			
RESTROOMS	●			●	
SEATING AND FURNITURE	●		●		
SHADE STRUCTURE	●			●	
SKATING FACILITIES		●			
SOCCER FIELD		●			
SOD	●		●		
SWIMMING POOL		●			
TENNIS COURTS		●			
TREE CANOPY	●			●	
WALKWAY SURFACES	●		●		
WASTE RECEPTACLES	●		●		
WATER FOUNTAINS	●			●	
WIFI SERVICE	●		●		







FIGURE 20 – *LUDOVICI PARK EXISTING SITE PHOTOS*









FIGURE 21 – *LUDOVICI PARK EXISTING SITE PHOTOS*



FIGURE 22 – *PALMETTO BAY PARK SITE AERIAL*

PALMETTO BAY PARK

General Description

Palmetto Bay Park is an approximately 24.84-acre community park facility serving the greater Village of Palmetto Bay. The park is characterized by its prominent location in proximity to the Village Hall Complex. The park occupies the eastern boundary of the more significant planned area, Downtown Palmetto Bay. Given its prominent location within this area of the Village, the park holds excellent potential to attract users from the existing single-family neighborhoods to the east and the new residents proposed for the mixed-use district to the west.

The park's primary vehicular entrance is from SW 175th Terrace on the very northeast side, entering a series of parking lots. Other boundaries include the new park drive adjacent to the undeveloped parcels on the west, SW 180th Street on the south, and SW 94th Avenue bordering a stable single-family residential neighborhood on the east. While vehicular traffic enters from the north entrance, the park is surrounded by a significant walking path where pedestrians/bicyclists may access the park, given the urbanized area.

Palmetto Bay Park offers a wide array of park amenities for residents of the Village. The park hosts several basketball (2), softball/baseball fields (6), and open fields (1) for soccer. A concession building with a second story observation deck overlooking the park is at the center of the fields. In addition to the fields, the park offers a fully accessible playground, broken down by ages, a newly renovated recreation room, and skate park. Surface parking totaling approximately 167 parking spaces serves park patrons. Walking paths link the various recreation and open green spaces, in addition to the two picnic pavilions available for rent.

Initial Observations

The following issues and opportunities were identified within the park:

- Unremarkable signage lacks impact, given the context within the Village's up-and-coming "Downtown"
- Fails to capture pedestrian/bicycle connectivity from the eastern residential neighborhoods
- Lacks clear visibility from SW 180th Street on the south
- Understated presence of pine rockland

The following preliminary recommendations would improve this park:

- Improve the wayfinding program that capitalizes on the increased development intensity of the area
- Facilitate safe connectivity for pedestrians and bicyclists into the park and around the park property
- Utilize open space to introduce a civic water feature
- Implement recommendations identified in the 2019 Palmetto Bay Park Master Plan
- Emphasize the protection/restoration of pine rocklands and explore eductional opportunities around it
- Utilize open space on the south side of the park as a passive/quiet reflection area, with natural buffer from pine rocklands and the more active uses to the north

PARK INVENTORY	AVAILABILITY		CONDITION		
	YES	NO	GOOD	FAIR	POOR
BASEBALL FIELD	●		●		
BASKETBALL COURT	●		●		
BIKE RACKS	●		●		
BOAT LAUNCH/DOCK		●			
COMMUNITY CENTER		●			
ENTRY SIGNS	●			●	
EXERCISE EQUIPMENT	●			●	
FENCING AND WALLS	●		●		
FIELD LIGHTING	●		●		
FIELD STORAGE	●			●	
FOOTBALL FIELD	●			●	
GENERAL LANDSCAPING	●		●		
MEETING ROOMS	●		●		
PARKING	●		●		
PARK LIGHTING	●		●		
PARKING LOT LIGHTING	●		●		
PLAYGROUND EQUIPMENT	●			●	
PLAYGROUND SURFACES	●			●	
RAQUETBALL COURTS		●			
RESTROOMS	●		●		
SEATING AND FURNITURE	●			●	
SHADE STRUCTURE	●		●		
SKATING FACILITIES	●			●	
SOCCER FIELD	●			●	
SOD	●			●	
SWIMMING POOL		●			
TENNIS COURTS		●			
TREE CANOPY	●			●	
WALKWAY SURFACES	●		●		
WASTE RECEPTACLES	●		●		
WATER FOUNTAINS	●			●	
WIFI SERVICE	●		●		







FIGURE 23 – *PALMETTO BAY PARK EXISTING SITE PHOTOS*





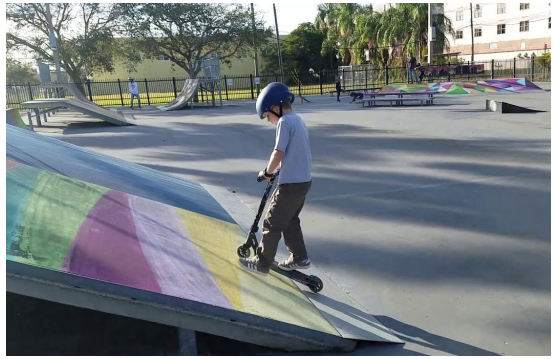

FIGURE 24 – *PALMETTO BAY PARK EXISTING SITE PHOTOS*

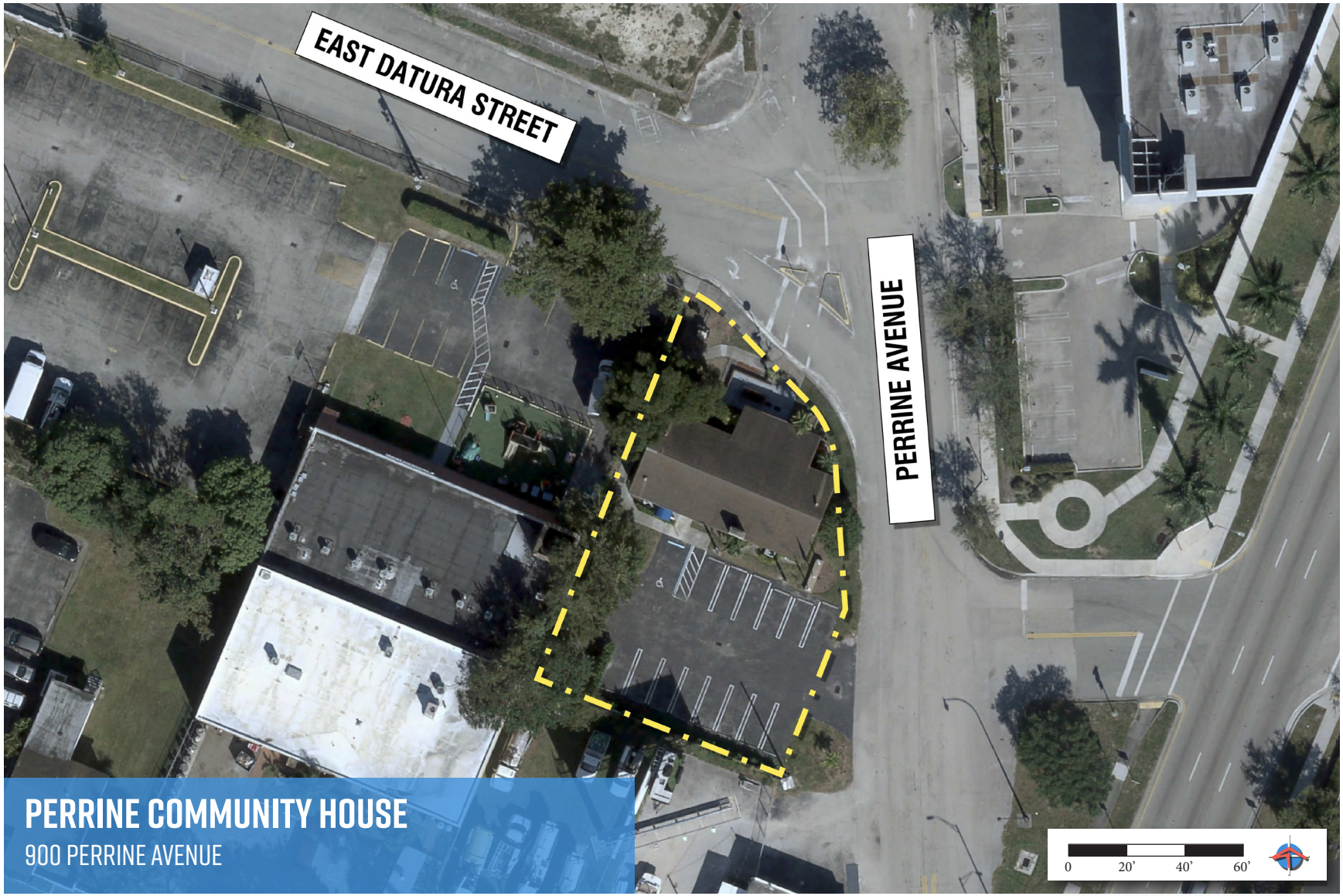

FIGURE 25 – *PERRINE COMMUNITY HOUSE SITE AERIAL*

PERRINE COMMUNITY HOUSE

General Description

Perrine Community House sits on an approximately 1/3rd – acre property, and is a specialty park facility centrally located within the "downtown" of Palmetto Bay. The facility's location at the confluence of several busy streets and avenues makes this a challenging location to access.

The facility is located on the southwest corner of W Datura Street and SW 97th Avenue intersection. Behind the building is a surface parking lot (15 spaces) that serves the community center, terminating at the SW 175th Terrace and S Dixie Highway intersection.

The Perrine Community House offers a community rental facility predominantly utilized as a meeting space for small village events. Presently, the Village hosts an art exhibition featuring local artists on the third Saturday of each month.

Initial Observations

The following issues and opportunities were identified within the park:

- Lacks visual prominence for a civic use within the area
- Confusing street network layout makes it difficult to access the facility

The following preliminary recommendations would improve this park:

- Improve pedestrian connections via crosswalks, traffic calming, given its proximity to the "downtown"
- Plan for future storm events, including the installation of impact windows
- Increase civic identity via signage/specialty landscaping, architectural feature

PARK INVENTORY	AVAILABILITY		CONDITION		
	YES	NO	GOOD	FAIR	POOR
BASEBALL FIELD		●			
BASKETBALL COURT		●			
BIKE RACKS		●			
BOAT LAUNCH/DOCK		●			
COMMUNITY CENTER		●			
ENTRY SIGNS	●				●
EXERCISE EQUIPMENT		●			
FENCING AND WALLS	●			●	
FIELD LIGHTING		●			
FIELD STORAGE		●			
FOOTBALL FIELD		●			
GENERAL LANDSCAPING	●		●		
MEETING ROOMS	●		●		
PARKING	●			●	
PARK LIGHTING		●			
PARKING LOT LIGHTING	●		●		
PLAYGROUND EQUIPMENT		●			
PLAYGROUND SURFACES		●			
RAQUETBALL COURTS		●			
RESTROOMS	●		●		
SEATING AND FURNITURE		●			
SHADE STRUCTURE		●			
SKATING FACILITIES		●			
SOCCER FIELD		●			
SOD	●			●	
SWIMMING POOL		●			
TENNIS COURTS		●			
TREE CANOPY	●			●	
WALKWAY SURFACES	●			●	
WASTE RECEPTACLES		●			
WATER FOUNTAINS	●		●		
WIFI SERVICE	●		●		







FIGURE 26 – *PERRINE COMMUNITY HOUSE EXISTING SITE PHOTOS*











FIGURE 27 – *PERRINE COMMUNITY HOUSE EXISTING SITE PHOTOS*



FIGURE 28 – *PERRINE WAYSIDE DOG PARK SITE AERIAL*

PERRINE WAYSIDE DOG PARK

General Description

Perrine Wayside Dog Park is an approximately 2.73-acre specialty neighborhood park facility within the Village. The park's unique site layout is characterized by a natural lake water feature at the center of a densely planted tree canopy, making it ideal for families with dogs. The park offers separate areas for small and large dogs to roam off-leash and a network of interconnected pathways for guided walks around the landscape areas within the natural setting.

The park's primary vehicular entrance is from South Dixie Highway, just south of SW 160th Street. Given its prominent location on the heavily trafficked US-1 corridor, the park may be difficult to access for people traveling southbound without driving past the entrance and making a U-turn. Signage for the park is not easily identifiable as it gets lost within the primarily business-centric signage of the roadway corridor. While there are car dealerships to the north and south of the site, a school and residential neighborhood across 93rd Place to the east provides many opportunities for people to access the park from the secondary pedestrian only entrance at the terminus of SW 164th Street.

The Perrine Wayside Dog Park offers many of the standard features of a fully accessible dog park facility. These include the double gate entrances to each enclosed area (large and small dogs) at primary and secondary access points. A meandering perimeter walking path with a fence is covered in ample shade from the trees overhead and broken up with separate areas for dog park play equipment, seating areas/furnishings, a gazebo, and pet water fountains.

Initial Observations

The following issues and opportunities were identified within the park:

- Limited visibility and difficult access
- Worn ground surfaces within the dog run area
- Sloped area with rocks at the edge of the water body
- Lack of dog run areas with protection from sloping rock areas at the water's edge

The following preliminary recommendations would improve this park:

- Capitalize on available open space to provide more areas for dog toys/equipment and run space
- Improve park signage
- Incorporate more comfortably shaded seating areas at the water's edge
- Implement recommendations identified in the 2019 Perrine Wayside "Dog Park" Master Plan

PARK INVENTORY	AVAILABILITY		CONDITION		
	YES	NO	GOOD	FAIR	POOR
BASEBALL FIELD		●			
BASKETBALL COURT		●			
BIKE RACKS		●			
BOAT LAUNCH/DOCK		●			
COMMUNITY CENTER		●			
ENTRY SIGNS	●		●		
EXERCISE EQUIPMENT		●			
FENCING AND WALLS	●		●		
FIELD LIGHTING		●			
FIELD STORAGE		●			
FOOTBALL FIELD		●			
GENERAL LANDSCAPING	●		●		
MULTI-USE ROOMS		●			
PARKING	●			●	
PARK LIGHTING		●			
PARKING LOT LIGHTING		●			
PLAYGROUND EQUIPMENT		●			
PLAYGROUND SURFACES		●			
RAQUETBALL COURTS		●			
RESTROOMS		●			
SEATING AND FURNITURE	●		●		
SHADE STRUCTURE	●		●		
SKATING FACILITIES		●			
SOCCER FIELD		●			
SOD	●			●	
SWIMMING POOL		●			
TENNIS COURTS		●			
TREE CANOPY	●		●		
WALKWAY SURFACES	●		●		
WASTE RECEPTACLES	●		●		
WATER FOUNTAINS	●		●		
WIFI SERVICE	●		●		

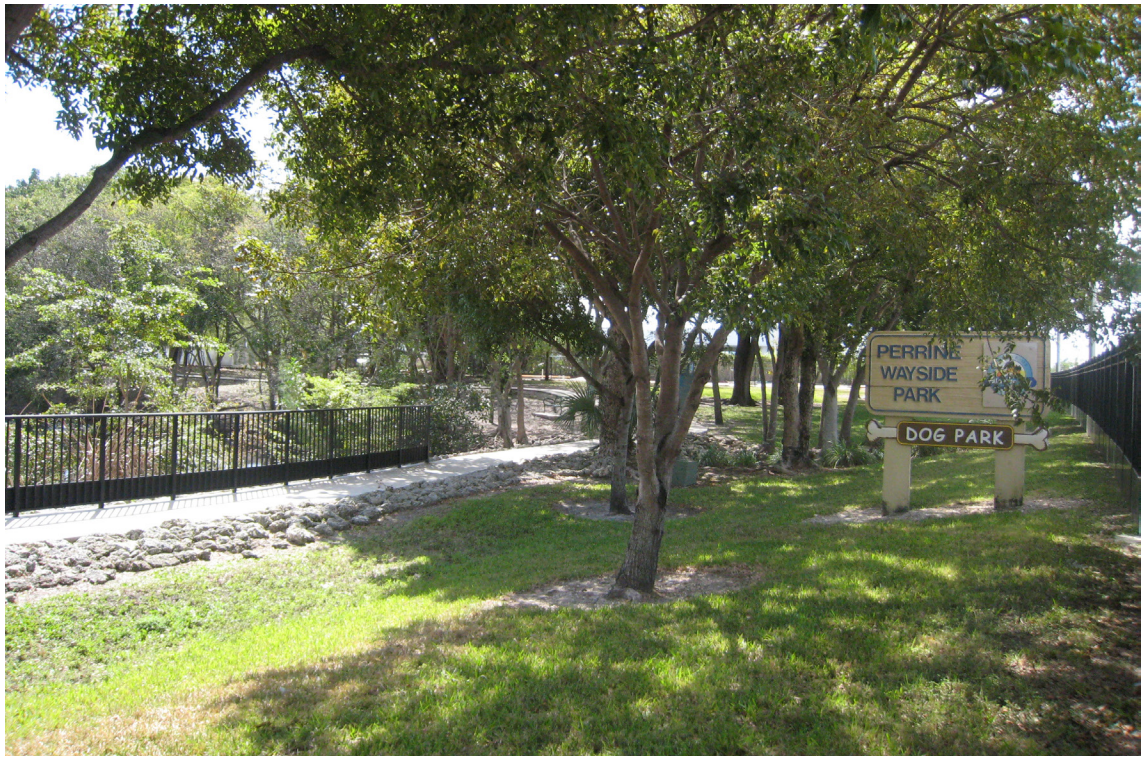





FIGURE 29 – *PERRINE WAYSIDE DOG PARK EXISTING SITE PHOTOS*







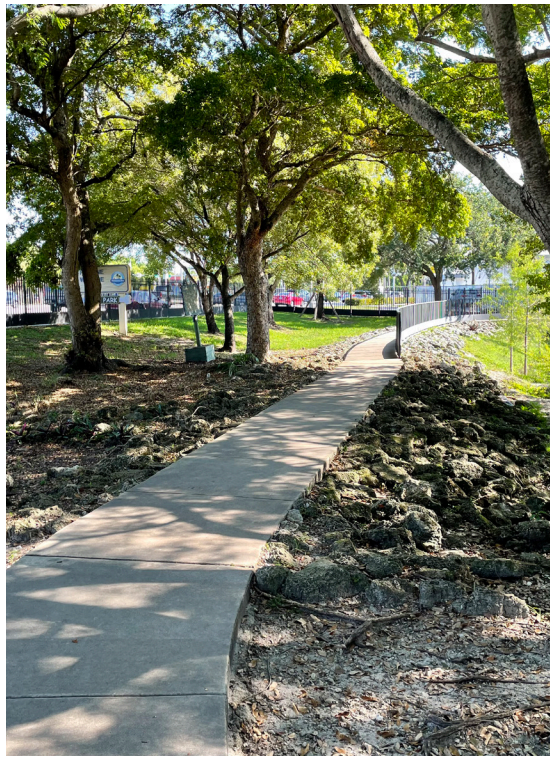

FIGURE 30 – *PERRINE WAYSIDE DOG PARK EXISTING SITE PHOTOS*



FIGURE 31 – *THALATTA ESTATE PARK SITE AERIAL*

THALATTA ESTATE PARK

General Description

Thalatta Estate Park is an approximately 3.52-acre specialty park facility serving the Village of Palmetto Bay and Miami-Dade County. The park is characterized by its Mediterranean two-story vintage residence on the western side of the property, which serves as the terminating feature of the main entrance. To the east, leading up to an unobstructed view of Biscayne Bay is a classic garden setting with paths, furnishings, and landscaping.

The main entrance to the park occurs into the grand forecourt with a landscape garden square and paved surface parking off of Old Cutler Road, just north of SW 174th Street. The property holds a singular street frontage along Old Cutler Road. To the south is residential use, and to the north and east, water frontage is provided by a canal and Biscayne Bay.

The Thalatta Estate Park offers classic European charm with a Mediterranean-Revival home surrounded by an outdoor plaza, landscape water features, a grand lawn, and vast bay views. The park is an ideal space, available for rent for special events. Its picturesque views, quiet setting, and amply furnished outdoor spaces provide the residential neighborhoods due west and throughout the Village the perfect place to separate from the South Florida action.

Initial Observations

The following issues and opportunities were identified within the park:

- Difficult to identify, given the setback monument signage within the landscaping
- Lack of shaded areas, especially within the garden seating areas
- Limited uses for younger age groups
- Underutilized areas of precious waterfront, including the canal frontage
- No park access from the water

The following preliminary recommendations would improve this park:

- Incorporate long access view towards the house, with the arrival signage
- Utilize the path to highlight the historical significance of the property or for sculptures/art
- Establish a clear link to the library and programming at Ludovici Park (signage/wayfinding)
- Offer access to the park via a pier structure in the water, or similar
- Implement recommendations identified in the 2019 Thalatta Estate Park Master Plan

PARK INVENTORY	AVAILABILITY		CONDITION		
	YES	NO	GOOD	FAIR	POOR
BASEBALL FIELD		●			
BASKETBALL COURT		●			
BIKE RACKS	●		●		
BOAT LAUNCH/DOCK		●			
COMMUNITY CENTER		●			
ENTRY SIGNS	●			●	
EXERCISE EQUIPMENT		●			
FENCING AND WALLS	●		●		
FIELD LIGHTING		●			
FIELD STORAGE		●			
FOOTBALL FIELD		●			
GENERAL LANDSCAPING	●		●		
MULTI-USE ROOMS		●			
PARKING	●		●		
PARK LIGHTING	●		●		
PARKING LOT LIGHTING	●			●	
PLAYGROUND EQUIPMENT		●			
PLAYGROUND SURFACES		●			
RAQUETBALL COURTS		●			
RESTROOMS	●		●		
SEATING AND FURNITURE	●		●		
SHADE STRUCTURE		●			
SKATING FACILITIES		●			
SOCCER FIELD		●			
SOD	●		●		
SWIMMING POOL		●			
TENNIS COURTS		●			
TREE CANOPY	●			●	
WALKWAY SURFACES	●		●		
WASTE RECEPTACLES	●		●		
WATER FOUNTAINS	●		●		
WIFI SERVICE	●		●		







FIGURE 32 – *THALATTA ESTATE PARK EXISTING SITE PHOTOS*











FIGURE 33 – *THALATTA ESTATE PARK EXISTING SITE PHOTOS*



FIGURE 34 – *THE WOODS SITE AERIAL*

THE WOODS

General Description

The Woods is an approximately 8.69-acre specialty passive park facility located in the heart of the Village of Palmetto Bay. The park was declared surplus by Miami-Dade County Resolution in July of 2019, and subsequently leased to the Village of Palmetto Bay as a passive park.

The passive park occupies a continguous area with three separate street frontages: SW 168th Street on the north, SW 88th Court to the west, and SW 88th Avenue to the east. The southern edge of the open space extends to the interior side of two single-family homes just beyond SW 172nd Street which dead-ends at the open space.

At the time of this report, the passive park functions as an unimproved natural area. Pursuant to the terms of the lease agreement with Miami-Dade County, improvements to the park shall be limited to installation of permanent signs indicating the parks passive nature, installation of a minimum six (6) park benches, a nature trail, and four interpretive signs explaining the value of any vegetation and wildlife. In addition, any invasive exotic plants shall be removed to accommodate planting of native hammock and wetland flora.

Initial Observations

The following issues and opportunities were identified within the park:

- Lacking pedestrian connections from the neighborhoods to the east and west
- Limited presence/identity from the street
- Lack of signage/wayfinding

The following preliminary recommendations would improve this park:

- Increase visibililty of the park lands through signage program
- Improve identity of the park as a natural preserve
- Create pedestrian connections from the surrounding neighborhoods connecting to a nature trail
- Install furnishings that provide a place for quiet reflection
- Capitalize on opportunities for passive education programming

PARK INVENTORY	AVAILABILITY		CONDITION		
	YES	NO	GOOD	FAIR	POOR
BASEBALL FIELD		●			
BASKETBALL COURT		●			
BIKE RACKS		●			
BOAT LAUNCH/DOCK		●			
COMMUNITY CENTER		●			
ENTRY SIGNS		●			
EXERCISE EQUIPMENT		●			
FENCING AND WALLS		●			
FIELD LIGHTING		●			
FIELD STORAGE		●			
FOOTBALL FIELD		●			
GENERAL LANDSCAPING	●			●	
MULTI-USE ROOMS		●			
PARKING		●			
PARK LIGHTING		●			
PARKING LOT LIGHTING		●			
PLAYGROUND EQUIPMENT		●			
PLAYGROUND SURFACES		●			
RAQUETBALL COURTS		●			
RESTROOMS		●			
SEATING AND FURNITURE		●			
SHADE STRUCTURE		●			
SKATING FACILITIES		●			
SOCCER FIELD		●			
SOD	●			●	
SWIMMING POOL		●			
TENNIS COURTS		●			
TREE CANOPY	●			●	
WALKWAY SURFACES		●			
WASTE RECEPTACLES		●			
WATER FOUNTAINS		●			
WIFI SERVICE		●			







FIGURE 35 – *THE WOODS EXISTING SITE PHOTOS*

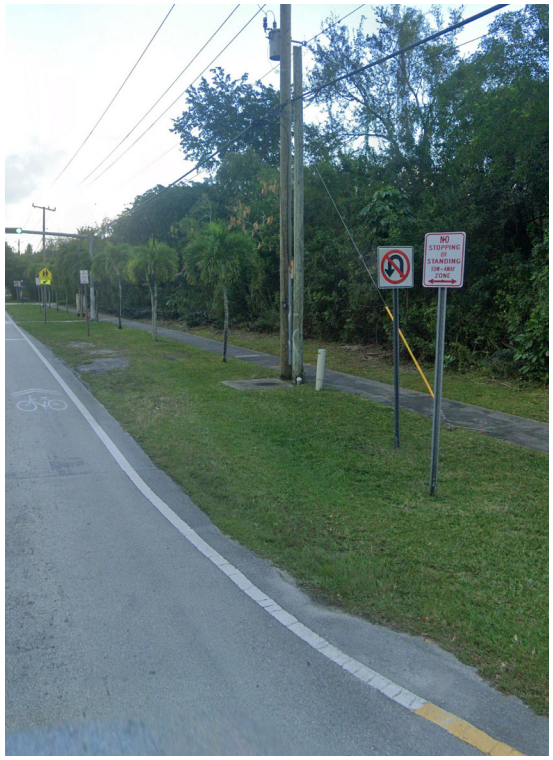







FIGURE 36 – *THE WOODS EXISTING SITE PHOTOS*

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5

NEEDS ASSESSMENT

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5.1 INTRODUCTION

The Needs Assessment is a series of analysis designed and administered by the Team to engage the community on behalf of the Village. In the planning process, it is critically important to get residents and stakeholder feedback to inform future policies and actions to improve the Village's parks and recreation programs and facilities. Information received during the administration of the Needs Assessment elements are intended to inform future decisions regarding agency staffing, recreation offerings, and many other factors that effect strategic planning of the agency.

The National Recreation and Parks Association (NRPA) states Needs Assessments can give a sense of how the community currently engages with the agency, provides data on residents' satisfaction with the park and recreation agency offerings, and identifies community needs and priorities.

To best inform the Needs Assessment in this planning process, the Team prepared/administered the following:

- Urban Context Analysis (Refer to Chapter 3)
- Existing Park Conditions Analysis (Refer to Chapter 4)
- Community Interest and Opinion Survey
- Demographic Analysis
- Level of Service Analysis
- Additional Community Guidance

An overview synopsis of each analysis is provided in this Chapter. The full Community Interest and Opinion Survey Findings report is provided as part of the Appendix:

5. 2 COMMUNITY INTEREST AND OPINION SURVEY

OVERVIEW

ETC Institute administered a Community Interest and Opinion Survey during the months of spring 2022. The survey will help the Village of Palmetto Bay plan for future recreation programs and facilities that meet the community's needs and preferences.

METHODOLOGY

ETC Institute mailed a survey packet to a random sample of households in the Village of Palmetto Bay. Each survey packet contained a cover letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it online at PalmettoBaySurvey.org.

After the surveys were mailed, ETC Institute followed up by sending text messages and mailing postcards to encourage participation. The text messages and postcards contained a link to the online version of the survey to make it easy for residents to complete the survey. To prevent people who were not residents of the Village of Palmetto Bay from participating, everyone who completed the survey online was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered online with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the online survey was not included in the final database for this report.

The goal was to complete a minimum of 400 completed surveys from residents. The goal was exceeded with 409 completed surveys collected. The overall results for the sample of 409 households have a precision of at least +/-4.7 at the 95% level of confidence.

This report contains the following:

- Charts showing the overall results of the survey (Section 2)
- Priority Investment Rating (PIR) that identifies priorities for facilities and programs (Section 3)
- Tabular data showing the overall results for all questions on the survey (Section 4)
- Responses from open-ended questions (Section 5)
- A copy of the survey instrument (Section 6)

The major findings of the survey are summarized on the following pages.

PARKS AND RECREATION FACILITIES AND PROGRAMS USE

Use of Facilities and Amenities

Respondents were asked to select all the parks and recreation facilities/amenities used by their household. Large community parks (83%), walking paths (77%), and restrooms (57%) were selected most often. Then those respondents were asked to rate their level of satisfaction with each facility. Respondents were most satisfied (rating either very satisfied or satisfied) with large community parks (92%), tennis centers (92%), volleyball courts (91%), and open space/lawn (91%). The facilities/amenities most important to households (selected as one of respondent's top three priorities) were large community parks (55%), walking paths (53%), and small neighborhood parks (41%). Overall, 82% of households rated the overall quality of amenities as either good (55%) or excellent (27%).

Specific Facilities Used

Respondents were asked to select all the facilities their household had visited within the past two years. Coral Reef Park (93%) and Palmetto

Bay Park (59%) were the most popular parks. Respondents were then asked to choose the top two facilities they used most often; once again, Coral Reef Park (88%) and Palmetto Bay Park (46%) were selected.

Program Participation

Respondents were asked if they had participated in Village of Palmetto Bay parks or recreation activities within the past two years. Twenty-two percent (22%) of respondents said someone in their household had participated. Of those participants, 54% had done 2-3 programs, and 33% had done one program. Respondents were most satisfied (rating very satisfied) with Nature Postings—Kast Away Kids Night Out (67%), tennis summer camp (50%), and Nature Postings—Family Kayak Adventure (47%). Those same respondents were then asked to rate their level of satisfaction with the program services and operations. Respondents were most satisfied (rating either very satisfied or satisfied) with the location of programs (88%), quality of instructors (81%), and quality of facility (80%).

Barriers to Use

Most respondents (77%) said they drive to facilities, 73% walked, and 53% rode a bike. Sixty-one percent (61%) have access to parks and green space within walking distance of their home. The largest barriers facilities and programs use for respondents is distance from residence (15%), insufficient security (13%), and over-crowding (11%).

Communication Methods

Respondents most often learned about recreation programs and activities from social media (39%), email blasts (32%), or the community recreation website (22%).

Benefits of Services

Respondents were asked to indicate their level of agreement with two statements regarding the benefits of parks and recreation. Respondents equally strongly agreed (62%) with both statements (facilities enhance quality of life and increase property values).

PARKS AND RECREATION IMPROVEMENTS AND FUNDING

Taxation

Respondents were asked how much they'd be willing to pay in additional monthly tax revenue for the parks and recreation services they most value. The highest number of respondents (26%) said $10 or more followed by 22% not willing to pay anything. On a referendum to increase taxation, most respondents (54%) said they would likely vote in favor, 19% might vote in favor, 17% were not sure, and 10% would vote against (Figure 37).

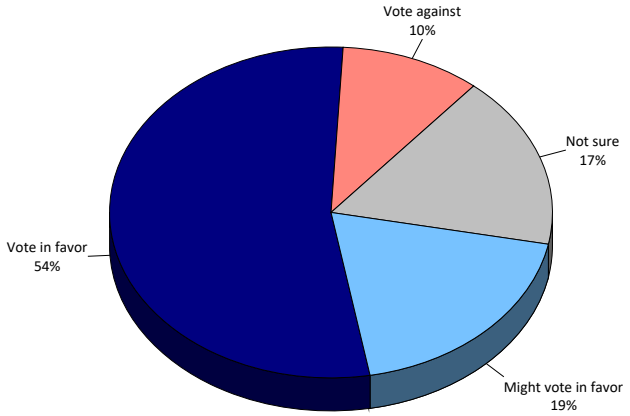

FIGURE 37 – *Q19: HOW RESPONDENTS WOULD LIKELY VOTE IN A REFERENDUM*

Support for Improvements/ Developments

Respondents were provided a list of 14 potential actions to improve parks and recreation. Respondents were most supportive (selecting "very supportive") of maintaining existing trails and waterways (85%),

improving/maintaining existing parks, recreation facilities, and fields (83%), and developing new trails and connecting existing trails (66%). Respondents were then asked to select the four actions they would be most willing to fund. These were the four items selected most often:

- Improve/maintain parks, recreation facilities, and fields (46%)
- Develop indoor recreation center(s) (34%)
- Maintain existing trails and waterways (33%)
- Purchase land for new neighborhood parks (32%)

Allocation of Funds

Respondents were asked to allocate a hypothetical $100 budget for Parks and Recreation. The highest amount of funding ($19.19) went to improvements/maintenance to existing parks and recreation facilities followed by $13.03 for acquiring more park land, and $12.81 for the development of new indoor recreation centers. The allocation for each of the categories is shown (Figure 38).

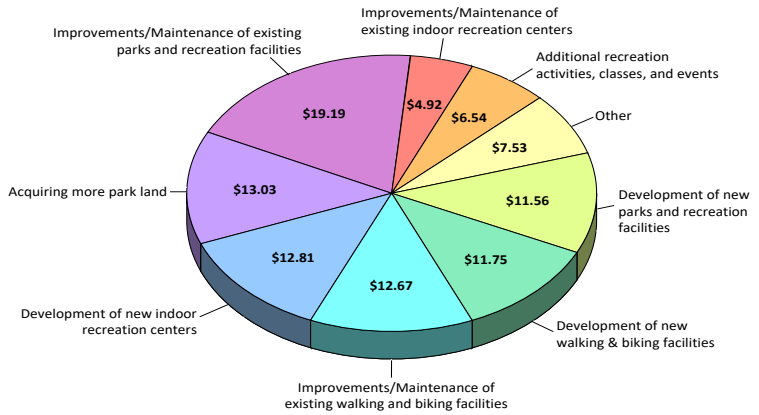

FIGURE 38 – *Q2I: WITH A BUDGET OF $100, HOW WOULD RESPONDENTS ALLOCATE FUNDS AMONG THESE CATEGORIES?*

FACILITIES AND AMENITIES NEEDS AND PRIORITIES

Facility/Amenity Needs

Respondents were asked to identify if their household had a need for 31 facilities/amenities and to rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest "unmet" need for various facilities/amenities.

The three facilities/amenities with the highest estimated number of households that have an unmet need:

- Exercise/fitness room – 2,115 households
- Community Gardens – 2,092 households
- Smaller neighborhood parks– 2,084 households

The estimated number of households that have unmet needs for each of the 31 facilities/amenities assessed is shown in (Figure 39).

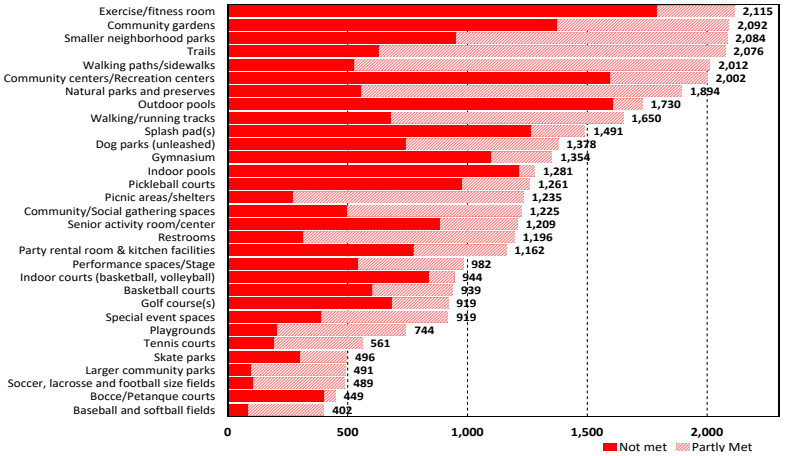

FIGURE 39 – *Q11C: ESTIMATED NUMBER OF HOUSEHOLDS WHOSE FACILITY/AMENITY NEEDS ARE ONLY "PARTLY MET" OR "NOT MET*

Facilities and Amenities Importance

In addition to assessing the needs for each facility/amenity, ETC Institute also assessed the importance that residents placed on each item. Based on the sum of respondents' top four choices, these were the four most important amenities to residents:

- Natural parks and preserves (35%)
- Larger community parks (32%)
- Smaller neighborhood parks (32%)
- Walking paths/sidewalks (25%)

The percentage of residents who selected each facility/amenity as one of their top four choices is shown in (Figure 40).

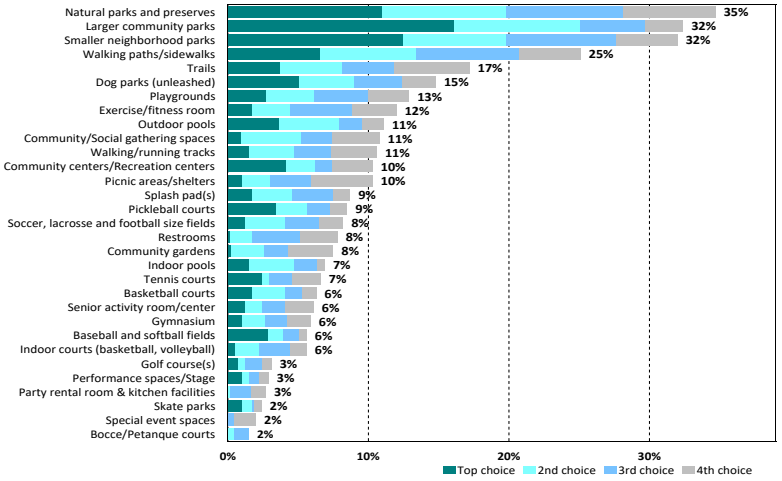

FIGURE 40 – *Q12: MOST IMPORTANT FACILITY AMENITY TO HOUSEHOLDS*

Priorities for Facility Investments

The Priority Investment Rating (PIR) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and parks investments. The Priority Investment Rating (PIR) equally weights (1) the importance that residents place on amenities/facilities and (2) how many residents have unmet needs for the facility/amenity. [Details regarding the methodology for this analysis are provided in Section 3 of this report.]

Based the Priority Investment Rating (PIR), the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Smaller neighborhood parks (PIR=190.8)
- Natural parks and preserves (PIR=189.6)
- Walking paths/sidewalks (PIR=167.5)
- Trails (PIR=147.7)
- Exercise/fitness room (PIR=134.6)
- Community centers/Recreation centers (PIR=124.4)
- Community gardens (PIR=120.5)
- Larger community parks (PIR=116.6)
- Outdoor pools (PIR=113.8)
- Walking/running tracks (PIR=108.6)
- Dog parks (unleashed) (PIR=107.8)

(Figure 41) shows the Priority Investment Rating for each of the 31 facilities/amenities assessed on the survey.

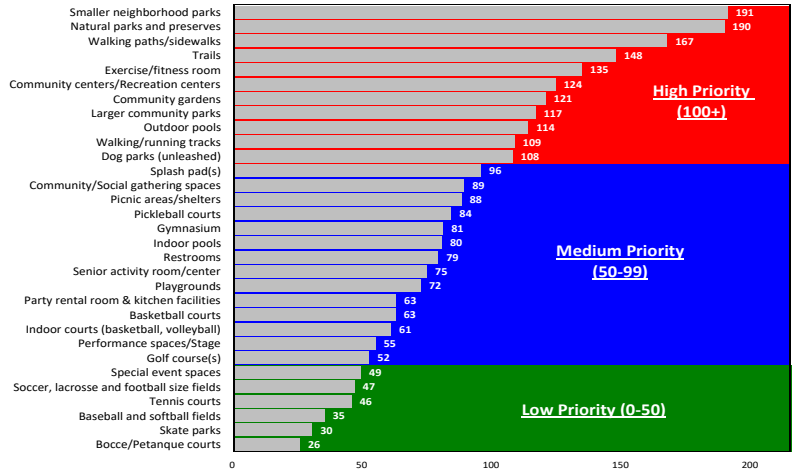

FIGURE 41 – *TOP PRIORITIES FOR INVESTMENT FOR FACILITY/AMENITY BASED ON PIR*

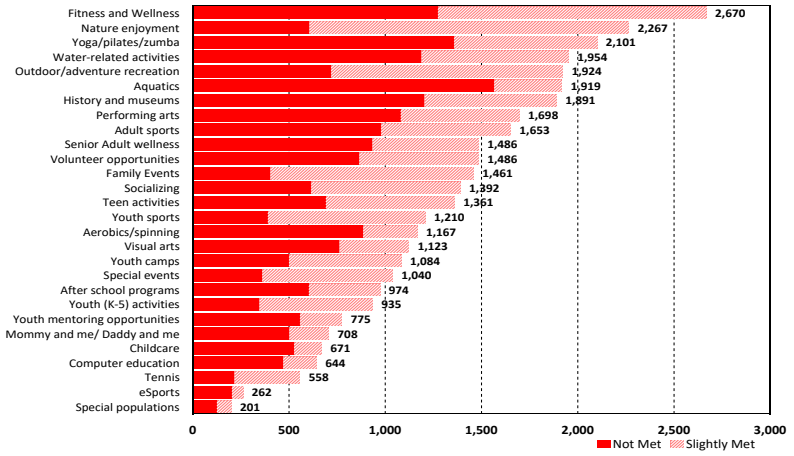

FIGURE 42 – *QI3C: ESTIMATED NUMBER OF HOUSEHOLDS WHOSE RECREATION ACTIVITY NEEDS ARE ONLY "PARTLY MET" OR "NOT MET"*

VILLAGE OF PALMETTO BAY RECREATION ACTIVITY NEEDS AND PRIORITIES

Activity Needs

Respondents were asked to identify if their household had a need for 28 activities and to rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest "unmet" need for various activities.

The three activities with the highest estimated number of households that have an unmet need:

- Fitness and Wellness – 2,670 households
- Nature enjoyment – 2,267 households
- Yoga/Pilates/Zumba – 2,101 households

The estimated number of households that have unmet needs for each of the 28 recreation activities assessed is shown in (Figure 42).

Activities Importance

In addition to assessing the needs for each activity, ETC Institute also assessed the importance that residents placed on each item. Based on the sum of respondents' top four choices, these are the four most important recreation activities to residents:

- Nature Enjoyment (35%)
- Fitness and Wellness (31%)
- Outdoor/adventure recreation (19%)
- Family events (17%)

The percentage of residents who selected each activity as one of their top four choices is shown in (Figure 43).

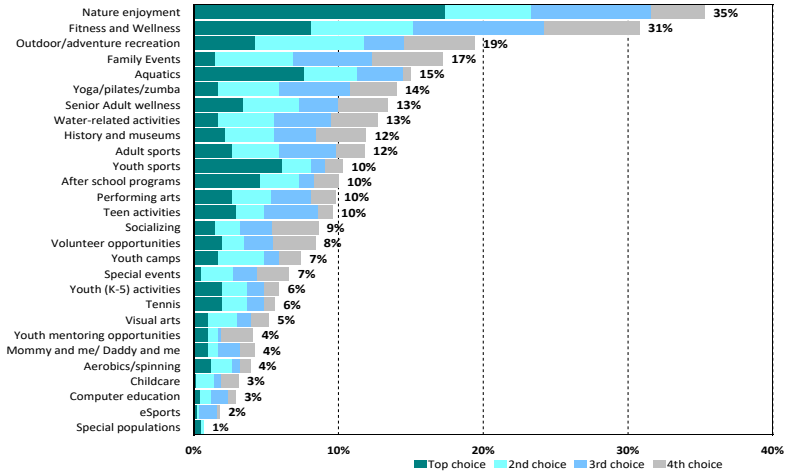

FIGURE 43 – *Q14: MOST IMPORTANT RECREATION ACTIVITY TO HOUSEHOLDS*

Activity Participation

Respondents were asked to select the top four programs their household participated in most often. Nature enjoyment (38%), fitness and wellness (26%), outdoor/adventure recreation (23%), and family events (18%) were selected most often.

Priorities for Recreation Activity Investments

The Priority Investment Rating (PIR) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and parks investments. The Priority Investment Rating (PIR) equally weights (1) the importance that residents place on each activity and (2) how many residents have unmet needs for the activity. [Details regarding the methodology for this analysis are provided in Section 3 of this report.]

Based the Priority Investment Rating (PIR), the following Village of Palmetto Bay activities were rated as high priorities for investment:

- Fitness and Wellness (PIR=188)
- Nature enjoyment (PIR=185)
- Outdoor/adventure recreation (PIR=127)
- Yoga/Pilates/Zumba (PIR=118)
- Aquatics (PIR=114)
- Water-related activities (PIR=109)
- History and museums (PIR=105)
- Family Events (PIR=103)

(Figure 44) shows the Priority Investment Rating for each of the 28 activities assessed.

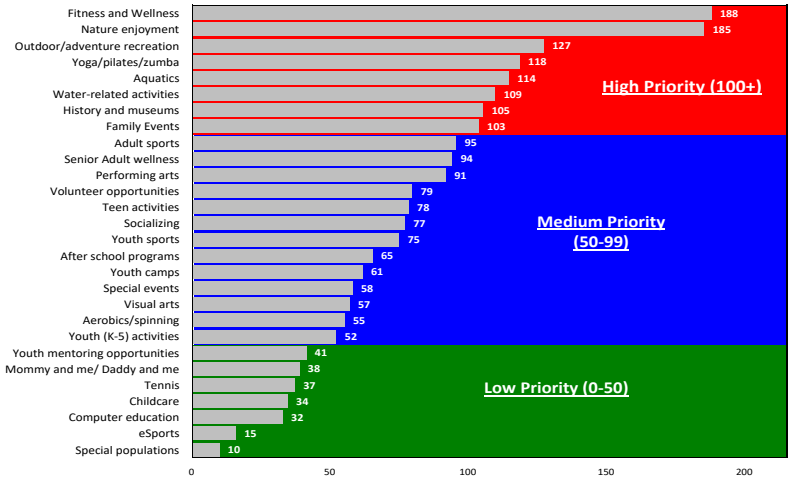

FIGURE 44 – *TOP PRIORITIES FOR INVESTMENT FOR RECREATION PROGRAMS BASED ON PIR*



KEY FACTS

24,614
Population

44.4
Median Age

2.9
Average Household Size

$126,383
Median Household Income

EDUCATION

5%
No High School Diploma

14%
High School Graduate

22%
Some College

60%
Bachelor's/Grad of Degree

BUSINESS

1,479
Total Businesses

10,386
Total Employees

EMPLOYMENT

77.1%
White Collar

10.2%
Blue Collar

12.7%
Services

2.5%
Unemployment Rate

INCOME

$126,383
Median Household Income

$64,108
Per Capita Income

$639,998
Median Net Worth

Households By Income
The largest group: $200,000+ (29.6%)
The smallest group: <$15,000 (2.2%)

Indicator ▲	Value	Diff
<$15,000	2.2%	-9.0%
$15,000 - $24,999	3.3%	-5.0%
$25,000 - $34,999	4.0%	-5.1%
$35,000 - $49,999	6.5%	-4.9%
$50,000 - $74,999	9.5%	-8.7%
$75,000 - $99,999	11.4%	-1.1%
$100,000 - $149,999	21.0%	+6.3%
$150,000 - $199,999	12.6%	+6.1%
$200,000+	29.6%	+21.4%

FIGURE 45 – *INFOGRAPHIC SNAPSHOT*

** HOUSEHOLDS BY INCOME COMPARISON IS BETWEEN PALMETTO BAY AND THE STATE OF FLORIDA*

5. 3 DEMOGRAPHIC ANALYSIS

Ballard*King & Associates (BK) has completed a demographic analysis for Palmetto Bay, Florida (Figure 46).

BK accesses demographic information from Environmental Systems Research Institute (ESRI) who utilizes 2020 Census data and their demographers for 2022-2027 projections (Table 12).

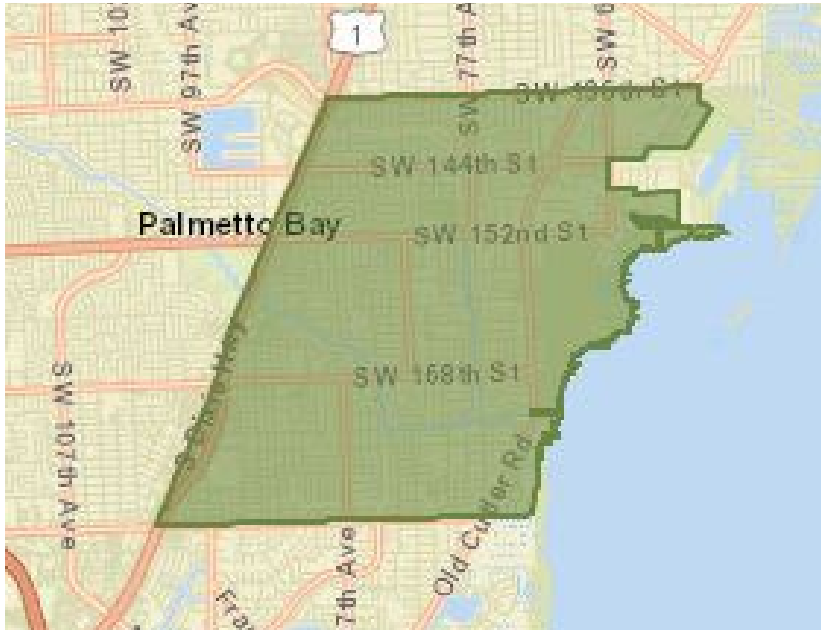

FIGURE 46 – PALMETTO BAY MAP

DEMOGRAPHIC SUMMARY (PALMETTO BAY)	
POPULATION	
2020 CENSUS	24,439
2022 ESTIMATE	24,614
2027 ESTIMATE	24,328
HOUSEHOLDS	
2020 CENSUS	8,339
2022 ESTIMATE	8,436
2027 ESTIMATE	8,366
FAMILIES	
2020 CENSUS	6,177
2022 ESTIMATE	6,905
2027 ESTIMATE	6,852
AVERAGE HOUSEHOLD SIZE	
2020 CENSUS	2.91
2022 ESTIMATE	2.90
2027 ESTIMATE	2.89
ETHNICITY (2021 ESTIMATE)	
HISPANIC	51.8%
WHITE	46.7%
BLACK	4.7%
AMERICAN INDIAN	0.2%
ASIAN	4.7%
PACIFIC ISLANDER	0.0%
OTHER	5.4%
MULTIPLE	38.3%
MEDIAN AGE	
2020 CENSUS	43.7
2022 ESTIMATE	44.4
2027 ESTIMATE	43.9
MEDIAN INCOME	
2022 ESTIMATE	$126,383
2027 ESTIMATE	$141,310

1- 2010 to 2020 Census, Palmetto Bay experienced a 4.4% increase in pop.

TABLE 12 – *DEMOGRAPHIC SUMMARY TABLE*

AGE AND INCOME

The median age and household income levels are compared with the national number as both of these factors are primary determiners of participation in recreation activities. The lower the median age, the higher the participation rates are for most activities. The level of participation also increases as the median income level goes up.

MEDIAN AGE			
	2020 CENSUS	2022 PROJECTION	2027 PROJECTIONS
PALMETTO BAY	43.7	44.4	43.9
STATE OF FLORIDA	40.8	42.8	43.2
NATIONALLY	38.6	38.9	39.6

TABLE 13 – *MEDIAN AGE*

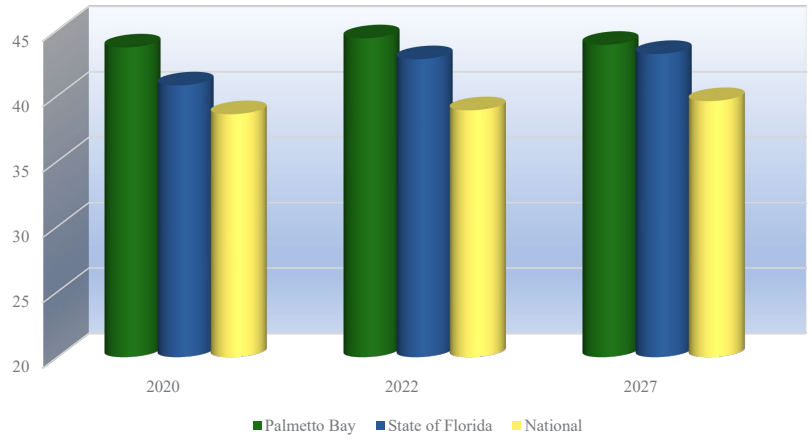

FIGURE 47 – *MEDIAN AGE*

The median age (Table 13) in Palmetto Bay is higher than the State of Florida and the National number.

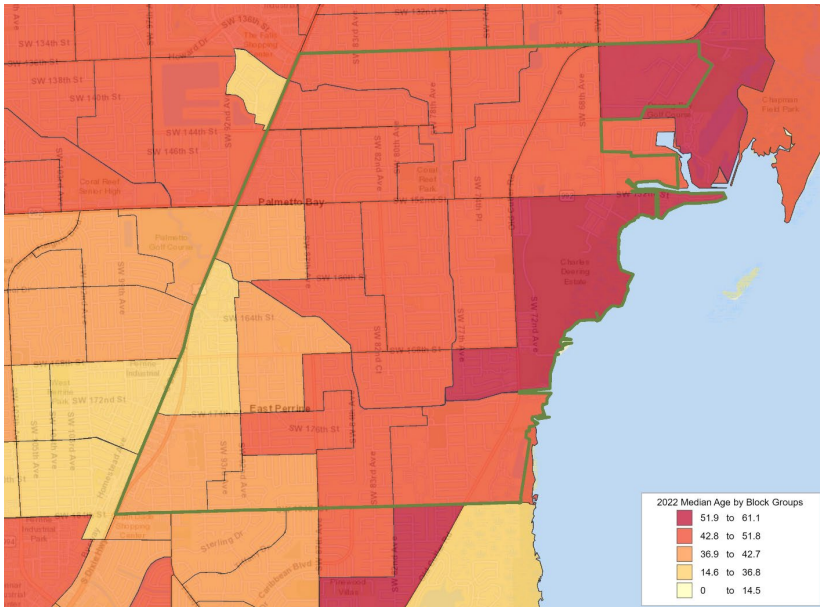

FIGURE 48 – *MEDIAN AGE BY BLOCK GROUP*

HOUSEHOLDS WITH CHILDREN

The following charts provides the number of households and percentage of households in Palmetto Bay with children.

HOUSEHOLDS WITH CHILDREN		
	# OF HOUSEHOLDS WITH CHILDREN	% OF HOUSEHOLDS W/ CHILDREN
PALMETTO BAY		38.4%
STATE OF FLORIDA	--	26.8%

TABLE 14 – *HOUSEHOLDS WITH CHILDREN*

The information contained in (Table 14) helps further outline the presence of families with children. As a point of comparison in the 2020 Census, 30.7% of households nationally had children present.

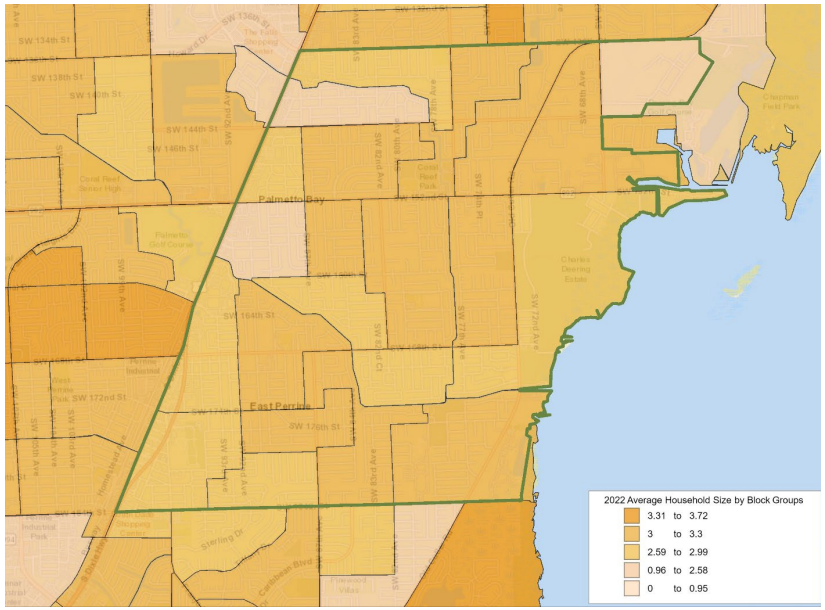

FIGURE 49 – *AVERAGE HOUSEHOLD SIZE BY BLOCK GROUP*

MEDIAN HOUSEHOLD INCOME

MEDIAN HOUSEHOLD INCOME		
	2022 PROJECTION	2027 PROJECTIONS
PALMETTO BAY	$126,383	$141,310
STATE OF FLORIDA	$65,438	$78,674
NATIONALLY	$72,414	$84,445

TABLE 15 – *MEDIAN HOUSEHOLD INCOME*

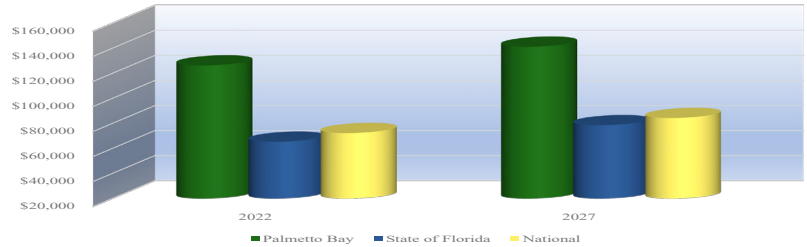

FIGURE 50 – *MEDIAN HOUSEHOLD INCOME*

Based on 2022 projections for median household income (Table 15) the following narrative describes the service areas:

In Palmetto Bay, the percentage of households with median income over $50,000 per year is 84.0% compared to 61.6% on a national level. Furthermore, the percentage of the households in the service area with median income less than $25,000 per year is 5.5% compared to a level of 18.0% nationally.

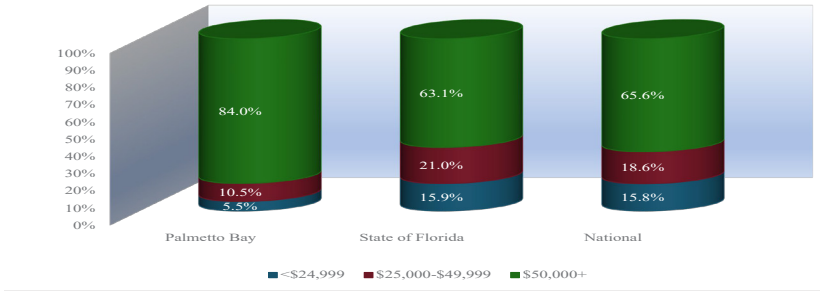

FIGURE 51 – *MEDIAN HOUSEHOLD INCOME DISTRIBUTION*

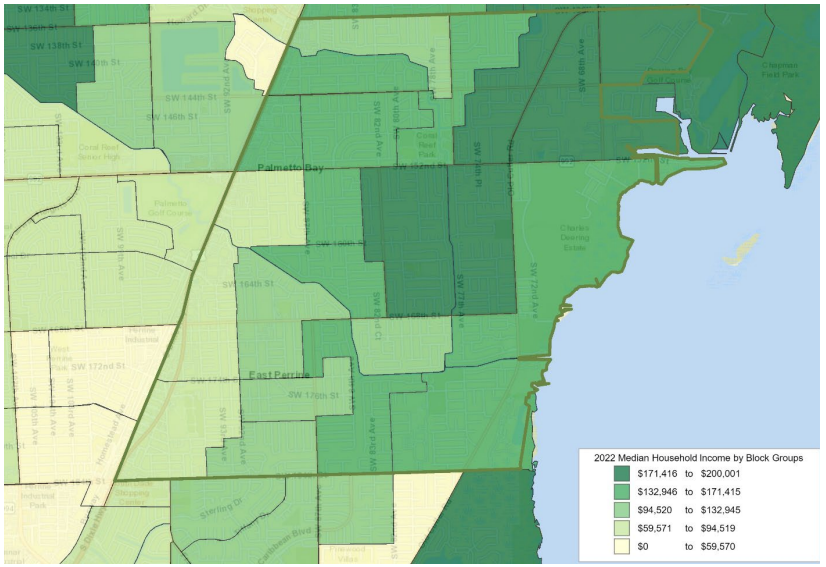

FIGURE 52 – *MEDIAN INCOME BY BLOCK GROUP*

HOUSEHOLD BUDGET EXPENDITURES

In addition to taking a look at Median Age and Median Income, it is important to examine Household Budget Expenditures (Table 16). In particular, reviewing housing information; shelter, utilities, fuel and public services along with entertainment & recreation can provide a snapshot into the cost of living and spending patterns in the community.

HOUSEHOLD BUDGET EXPENDITURES[2]			
PALMETTO BAY	SPI	AVERAGE AMOUNT SPENT	PERCENT
HOUSING	175	$49,850.43	32.2%
SHELTER	178	$40,693.08	26.3%
UTILITIES, FUEL, PUBLIC SERVICE	162	$9,157.35	5.9%
ENTERTAINMENT AND REC	171	$6,267.02	4.0%
STATE OF FLORIDA	**SPI**	**AVERAGE AMOUNT SPENT**	**PERCENT**
HOUSING	92	$26,249.60	31.7$
SHELTER	91	$20,931.14	25.3%
UTILITIES, FUEL, PUBLIC SERVICE	94	$5,318.46	6.4%
ENTERTAINMENT AND REC	92	$3,371.59	4.1%

TABLE 16 – *HOUSEHOLD BUDGET EXPENDITURES*

SPI: Spending Potential Index as compared to the National number of 100

Average Amount Spent: The average amount spent per household

Percent: Percent of the total 100% of household expenditures

Note: Shelter along with Utilities, Fuel, Public Service are a portion of the Housing percentage.

2 Consumer Spending data are derived from the 2018 and 2019 Consumer Expenditure Surveys, Bureau of Labor Statistics. ESRI forecasts for 2022 and 2027.

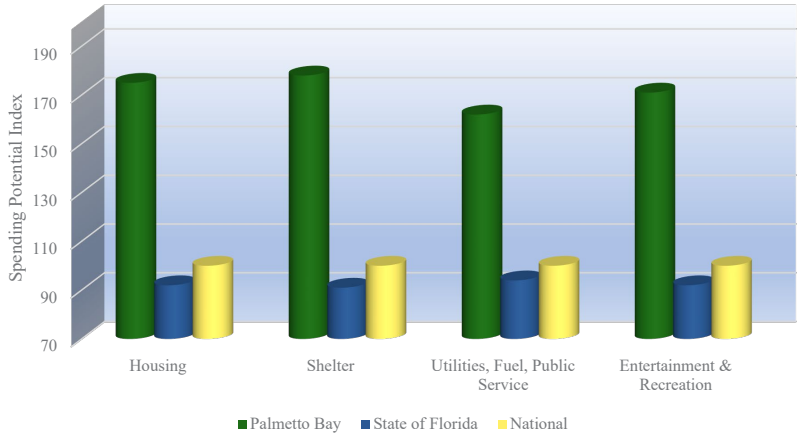

FIGURE 53 – *HOUSEHOLD BUDGET EXPENDITURES SPENDING POTENTIAL INDEX*

The relationship between the median household income and the household budget expenditures is important. It points to the fact that the money being spent on household expenses in Palmetto Bay is considerably higher than the State and the National SPI.

The total number of housing units in Palmetto Bay is 8,934 and 93.3% are occupied, or 8,339 housing units. The total vacancy rate for the service area is 7.8%. Of the available units:

- For Rent 1.4%
- Rented, not Occupied 1.3%
- For Sale 0.6%
- Sold, not Occupied 0.0%
- For Seasonal Use 1.5%
- Other Vacant 0.9%

RECREATION EXPENDITURES SPENDING POTENTIAL INDEX

Finally, through ESRI it is possible to examine the overall propensity for households to spend dollars on recreation activities. The following comparisons are possible (Table 17).

RECREATION EXPENDITURES SPENDING POTENTIAL INDEX[3]		
PALMETTO BAY	SPI	AVERAGE AMOUNT SPENT
FEES FOR PARTICIPANT SPORTS	191	$249.67
FEES FOR RECREATIONAL LESSONS	216	$344.96
SOCIAL, RECREATION, CLUB MEMBERSHIP	192	$542.11
EXERCISE EQUIPMENT/GAME TABLES	**174**	$109.03
OTHER SPORTS EQUIPMENT	180	$14.58
STATE OF FLORIDA	SPI	AVERAGE AMOUNT SPENT
FEES FOR PARTICIPANT SPORTS	95	$124.51
FEES FOR RECREATIONAL LESSONS	84	$134.73
SOCIAL, RECREATION, CLUB MEMBERSHIP	90	$253.91
EXERCISE EQUIPMENT/GAME TABLES	**91**	$56.92
OTHER SPORTS EQUIPMENT	93	$7.56

TABLE 17 – *RECREATION EXPENDITURES SPENDING POTENTIAL INDEX*

SPI: Spending Potential Index as compared to the National number of 100

Average Amount Spent: The average amount spent for the service or item in a year

3 Consumer Spending data are derived from the 2016 and 2017 Consumer Expenditure Surveys, Bureau of Labor Statistics.

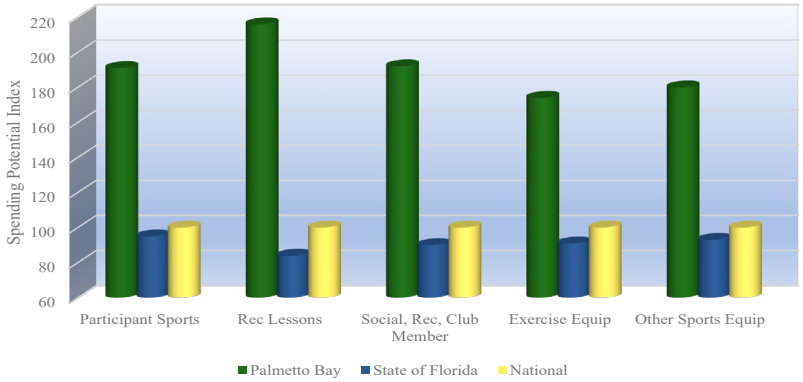

FIGURE 54 – *HOUSEHOLD BUDGET EXPENDITURES SPENDING POTENTIAL INDEX*

Again, there is a great deal of consistency between median household income, household budget expenditures and now recreation and spending potential.

POPULATION DISTRIBUTION BY AGE

Utilizing census information for Palmetto Bay, the following comparisons are possible (Table 18).

PALMETTO BAY AGE DISTRIBUTION				
AGES	POPULATION	% OF TOTAL	NATIONAL POPULATION	DIFFERENCE
0-5	1,112	4.5%	5.8%	-1.3%
5-17	4,100	16.7%	15.9%	+0.8%
18-24	1,858	7.6%	9.2%	-1.7%
25-44	5,404	22.0%	26.8%	-4.8%
45-54	3,508	14.6%	12.0%	+2.6%
55-64	4,072	16.6%	12.8%	+3.8%
65-74	2,650	10.8%	10.2%	+0.6%
75+	1,840	7.5%	7.2%	+0.3%

TABLE 18 – *2022 PALMETTO BAY AGE DISTRIBUTION*

Population: 2022 census estimates in the different age groups in Palmetto Bay.

% of Total: Percentage of Palmetto Bay population in the age group.

National Population: Percentage of the national population in the age group.

Difference: Percentage difference between Palmetto Bay population and the national population.

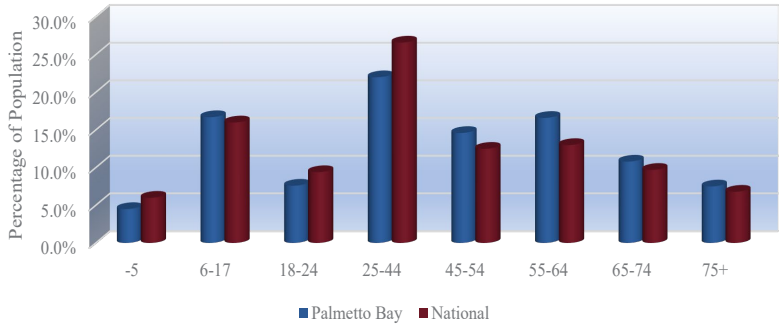

FIGURE 55 – *2022 PALMETTO BAY AGE GROUP DISTRIBUTION*

The demographic makeup of Palmetto Bay, when compared to the characteristics of the national population, indicates that there are some differences with a smaller population in the younger age groups Under 5, 18-24 and 25-44. The greatest positive variance is in the 55-64 age group with +3.8%, while the greatest negative variance is in the 25-44 age group with -4.8%.

POPULATION DISTRIBUTION COMPARISON BY AGE OVER TIME

Utilizing census information from Palmetto Bay, the following comparisons are possible.

2022 PALMETTO BAY POPULATION ESTIMATES					
AGES	2020 CENSUS	2022 PROJECTION	2027 PROJECTION	PERCENT CHANGE	PERCENT NAT'L CHANGE
0-5	1,243	1,112	1,134	-8.8%	-8.3%
5-17	5,167	4,100	3,836	-25.8%	-8.5%
18-24	1,868	1,858	1,545	-17.3%	-8.9%
25-44	5,237	5,404	5,958	+13.8%	+3.3%
45-54	4,753	3,508	3,036	-36.1%	-17.8%
55-64	3,228	4,072	3,657	+13.3%	+2.5%
65-74	1,745	2,620	2,990	+71.3%	+58.2%
75+	1,200	1,840	2,170	+80.8%	+46.3%

TABLE 19 – *2022 PALMETTO BAY POPULATION ESTIMATES*

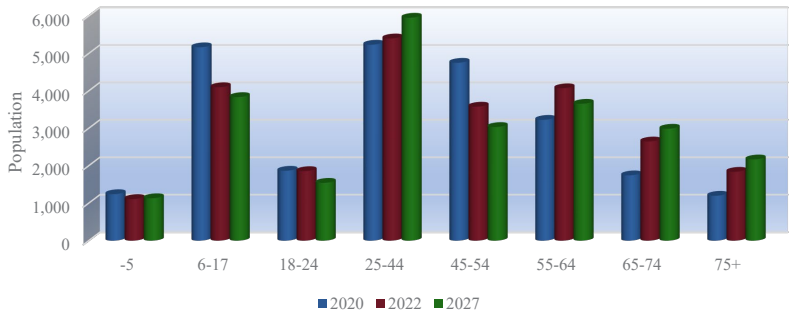

FIGURE 56 – *PALMETTO BAY POPULATION GROWTH*

(Table 19) illustrates the growth or decline in age group numbers from the 2020 census until the year 2027. It is projected age categories 25-44, 55-64, 65-74 and 75+ will see an increase in population. The population of the United States as a whole is aging, and it is not unusual to find negative growth numbers in the younger age groups and significant net gains in the 45 plus age groupings in communities which are relatively stable in their population numbers. Ethnicity and Race

ETHNICITY AND RACE

Below is listed the distribution of the population by ethnicity and race for Palmetto Bay for 2022 population projections (Table 20), (Table 21). Those numbers were developed from 2020 Census data.

PALMETTO BAY ETHNIC POPULATION AND MEDIAN AGE 2022				
ETHNICITY	TOTAL POPULATION	MEDIAN AGE	% OF POPULATION	% OF FL POPULATION
HISPANIC	12,754	38.2	51.8%	27.1%

TABLE 20 – *PALMETTO BAY ETHNIC POPULATION AND MEDIAN AGE 2022*

PALMETTO BAY BY RACE AND MEDIAN AGE 2022				
RACE	TOTAL POPULATION	MEDIAN AGE	% OF POPULATION	% OF FL POPULATION
WHITE	11,500	48.4	46.7%	56.7%
BLACK	1,165	46.1	4.7%	14.9%
AMERICAN INDIAN	50	55.6	0.2%	0.4%
ASIAN	1,164	47.9	4.7%	3.0%
PACIFIC ISLANDER	4	55.0	0.0%	0.1%
OTHER	1,317	35.6	5.4%	7.5%
MULTIPLE	9,415	38.1	38.3%	17.4%
TOTAL	**24,614**			

TABLE 21 – *PALMETTO BAY ETHNIC POPULATION AND MEDIAN AGE 2022*

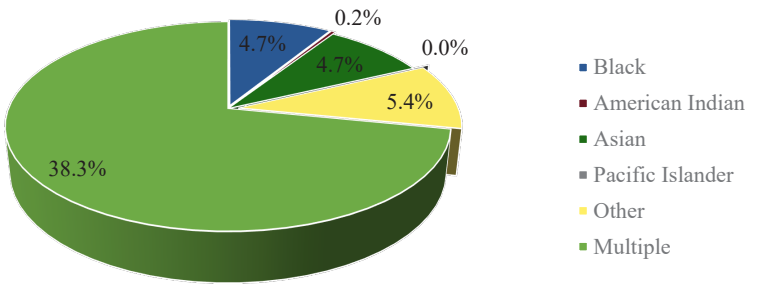

FIGURE 57 – *2022 PALMETTO BAY POPULATION BY NON-WHITE RACE*

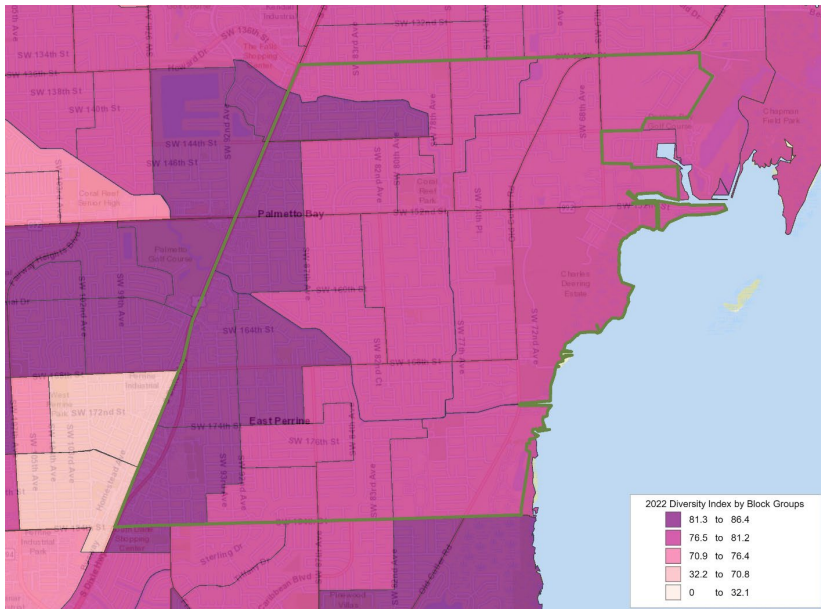

FIGURE 58 – *DIVERSITY INDEX BY BLOCK GROUP*

The Diversity Index, which is a scale of 0-100, is a measure of the diversity within an area with the higher the number the more diverse the population. As a comparison the US as a whole has a Diversity Index of 65.1. ESRI states the Diversity Index represents the likelihood that 2 persons, chosen at random from the same area, belong to different race or ethnic groups.

TAPESTRY SEGMENTATION

Tapestry segmentation represents the 4th generation of market segmentation systems that began 30 years ago. The 65-segment Tapestry Segmentation system classifies U.S. neighborhoods based on their socioeconomic and demographic compositions. While the demographic landscape of the U.S. has changed significantly since the 2000 Census, the tapestry segmentation has remained stable as neighborhoods have evolved.

(Table 22) outlines the top 5 tapestry segments in each of the service areas and provide a brief description of each.

For comparison purposes the following are the top 10 Tapestry segments, along with percentage in the United States:

- Green Acres (6A).....3.2%
- Southern Satellites (10A).....3.1%
- Savvy Suburbanites (1D).....3.0%
- Soccer Moms (4A).....2.9%
- Middleburg (4C).....2.9%

15.1%

- Salt of the Earth (6B).....2.9%
- Up and Coming Families (7A).....2.5%
- Midlife Constants (5E).....2.5%
- Comfortable Empty Nesters (5A).....2.4%
- Old and Newcomers (8F).....2.3%

12.6%

PALMETTO BAY TAPESTRY SEGMENT COMPARISON				
SEGMENT	PALMETTO BAY		DEMOGRAPHICS	
	%	CUMULATIVE %	MEDIAN AGE	MEDIAN HH INCOME
TOP TIER (1A)	28.9%	28.9%	47.3	$173,200
SAVVY SUBURBANITES (1D)	20.1%	49.0%	45.1	$108,700
AMERICAN DREAMERS (7C)	16.2%	65.2%	32.5	$50,900
PLEASANTVILLE (2B)	8.9%	74.1%	42.6	$92,900
PROFESSIONAL PRIDE (1B)	8.6%	82.7%	40.8	$138,100

TABLE 22 – *PALMETTO BAY TAPESTRY SEGMENT COMPARISON*

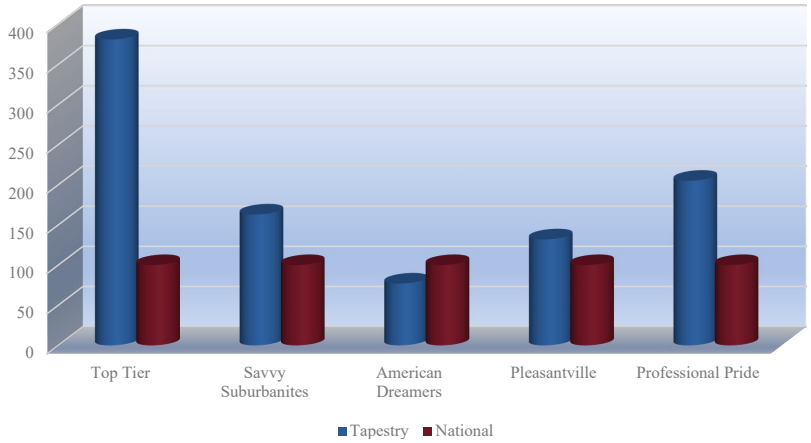

FIGURE 59 – *PALMETTO BAY TAPESTRY SEGMENT ENTERTAINMENT SPENDING*

Top Tier (1A)

Married couples without children or married couples with older children dominate this market. These consumers spend money on themselves which includes exercise at exclusive clubs. They frequent book club meetings, classical music concerts, opera shows and visit art galleries.

Savvy Suburbanites (1D)

This segment is comprised of married couples with no children or older children. Physically fit, resident actively pursue a number of sports from skiing to golf and invest heavily in sports gear and exercise equipment.

American Dreamers (7C)

These younger married-couple families have children and grandparents in the home. Diversity is high. Spending is focused on family and outings together.

Pleasantville (2B)

Households are composed of older married-couple families, more without children under 18, but many with children over 18. There is a significant Hispanic (16.4%) population in this segment. They enjoy gardening, frequenting museums and attending concerts.

Professional Pride (1B)

Goal oriented couples working long hours. They are well-organized and scheduled with commitments to their children's activities. Exercise often at health clubs.

DEMOGRAPHIC SUMMARY

The following summarizes the demographic characteristics of the service areas.

- Since 2010 Palmetto Bay has seen a small growth in population, but it is projected that there will be a slight decrease from 2022 to 2027.
- The median age is older than the State of Florida and the national numbers.
- It is projected that over the next five years, the majority of youth and adult age groups will see a decline in numbers while the older adult (55+) age groups will see a significant increase.
- There is a high number of households with children.

- The Village has a much higher median household income level than the state or national numbers.
- The community has a much higher cost of living than the state and national numbers but also much higher spending rates on recreation.
- 51.8% of the population in the Village is Hispanic.
- The tapestry segments reflect professional households with children that spend money or recreation and other leisure activities.

5.4 LEVEL OF SERVICE (LOS) ANALYSIS

The adopted (February 2015) Village of Palmetto Bay Comprehensive Plan's "Element No. 7- Recreation and Open Space (ROS)" defines long-term goals, objectives, and policies for the Village parks and recreation system. Goal 7, the guiding goal, states that the Village will "Provide a balanced, multi-purpose system of excellent parks, greenways, and trails that meet and exceed the needs of Palmetto Bay's residents, Businesses, and Visitors."

Under this overarching goal, Objective 7.1, "Parks and Recreational System Needs," states that the Village will "Maintain and enhance Village parks and open space lands and facilities consistent with the adopted level-of-service (LOS) standard." Policy 7.1.2 identifies the parks and recreation Level-of-Service (LOS) the Village must provide to serve the needs of its citizens. Policy 7.1.2 states: "Through the maintenance and expansion of existing park facilities and the acquisition and/or development of new parks and open space, achieve:

- a village-wide level of service (LOS) standard of 5.0 acres per 1,000 residents by 2025;

(Table 23) shows the present Village of Palmetto Bay Park system acres by the park and overall. The total acres of parkland of the Village at present are 95.22 acres. The demographic analysis identifies the 2022 population of the Village at 24,614. This population and acreage represent a total of 3.86 acres per 1,000 population present LOS. Comprehensive Plan Recreation and Open Space LOS calculations sometimes depend on additional community recreation and open space surface area contributions to meet established Level-of-Service. Some communities will consider school recreation lands in the Comprehensive Plan calculations. Others go beyond the actual community-owned "walkable" recreation lands, consider lakes and canals recreation spaces, and add these to their calculations to meet the established LOS.

VILLAGE OF PALMETTO BAY PARKS (TOTAL PARK ACRES, 2023)	
PARK FACILITY	TOTAL LAND AREA (ACRES)
PALMETTO BAY PARK	24.84
PARK BOULEVARD PARCEL	0.98
CORAL REEF PARK	48.4
LUDOVICI PARK	2.64
THALATTA ESTATE PARK	3.52
PERRINE WAYSIDE DOG PARK**	2.73
PERRINE COMMUNITY HOUSE	0.32
VETERAN'S PARK	3.1
THE WOODS	8.69
TOTAL AREA OF VILLAGE'S PARKS	95.22

TABLE 23 – *TOTAL LAND AREA IN VILLAGE'S PARKS*

* SOURCE: MIAMI-DADE COUNTY PROPERTY APPRAISER

**SOURCE: GOOGLE EARTH

The present Village of Palmetto Bay's 3.86 acres per 1,000 population Level of Service (LOS) is in keeping with the LOS provided by various counties and municipalities throughout South Florida. Miami-Dade County's LOS for unincorporated areas is 2.75 acres per 1,000 population. Broward County requires each municipality and the Broward Municipal Services District to provide three (3) acres of local parks per thousand population.

Several other Comprehensive Plan Policies are in consonance with the recommendations of the Master Plan and the Community Opinion Survey. Objective 7.4 Park Land Acquisition states that the Village: "Continue to explore opportunities to acquire land necessary for maintaining and enhancing the parks and recreation level-of-service (LOS) standards strategically located in order to maximize accessibility to residents served." Survey respondents selected as number four in importance for facilities they would be most willing to fund the "Purchase of land for new neighborhood parks (32%)". Ranked in the top three, the highest estimated number of households with an unmet need was Smaller Neighborhood Parks– 2,084 households.

It is worthwhile to add that Policy 7.4.2 of the ROS states, "The Village shall prepare on an annual basis a vacant property inventory to identify potential properties for future parks and/or linear open spaces," and that Policy 7.4.4 establishes that the Village will "Continue to work with the Miami-Dade County Water and Sewer Department (WASD) in acquiring the 1.40-acre site located on the northeast corner of SW 160th Street and SW 89th Avenue for as a potential pocket park."

FACILITIES LOS ANALYSIS

The Village of Palmetto Bay owns seven separate parks throughout the Village. Two major parks, Palmetto Bay Park and Coral Reef Park, are the only parks that house multiple recreational facilities, which are summarized in (Table 24).

EXISTING PARKS FACILITIES		
PARK FACILITY	LOCAL FACILITY COUNT AFTER MASTER PLAN IMPLEMENTATION	CITY POPULATION PER FACILITY
PLAYGROUNDS (INCLUDES ONLY THOSE OPEN TO THE GENERAL PUBLIC)	8	12,307
BASKETBALL COURTS	4	8,204
TENNIS COURTS	5	3,076
DOG PARKS	1	12,307
DIAMOND FIELDS (BASEBALL/SOFTBALL)	8	2,461
VOLLEYBALL COURTS	2	6,153
TOT LOTS	2	0
RECTANGULAR FIELDS	2	6,153
SKATE PARKS	1	24,614
MULTI-PURPOSE SYNTHETIC FIELDS	1	0
PICKLEBALL COURTS	3	2,051

SOURCE: COMPILED BY BERMELLO AJAMIL & PARTNERS, INC.

TABLE 24 – *EXISTING PARKS FACILITIES*

EXISTING PARKS FACILITIES	
RESIDENTS PER PARK	
VILLAGE OF PALMETTO BAY	3,516
MEDIAN NATIONAL	1,941
LOWER QUARTILE	1,277
UPPER QUARTILE	3,125
ACRES OF PARK PER 1,000 RESIDENTS	
VILLAGE OF PALMETTO BAY	3.44
MEDIAN NATIONAL	10.6
LOWER QUARTILE	5.4
UPPER QUARTILE	17.2

SOURCE: NRPA 2022 SURVEY OF CITIES BETWEEN 20,000 TO 49,000 POP.

TABLE 25 – *PALMETTO BAY PARKS LEVEL OF SERVICE MEASURES*

NRPA OUTDOOR PARK AND REC FACILITIES- POPULATION PER FACILITY (BY PREVALENCE AND POPULATION/ FACILITY) FOR CITY OF POPULATIONS BETWEEN 20,000 AND 49,999						
TYPE OF RECREATION FACILITY	VILLAGE OF PALMETTO BAY (POPULATION - 24,614)					
	MEDIAN # OF RESIDENTS/ FACILITY	EQUIVALENT # OF FACILITIES FOR VILLAGE OF PALMETTO BAY	FACILITIES AVAILABLE CURRENTLY	FACILITIES PROPOSED IN MASTER PLAN	TOTAL FACILITIES	MEDIAN # OF RESIDENTIS/ FACILITY AFTER MASTER PLAN
PLAYGROUNDS	3,111	8	2	0	2	12,307.0
BASKETBALL COURTS	6,839	4	2	1	3	8,204.7
TENNIS COURTS	5,000	5	8	0	8	3,076.8
DOG PARKS	28,000	1	1	1	2	12,307.0
DIAMOND FIELDS: SOFTBALL	11,232	5	6	0		
DIAMOND FIELDS: BASEBALL	19,000	3	3	0		
TOTAL DIAMOND FIELDS		8	9	0	9	2,734.9
VOLLEYBALL COURTS	14,807	2	2	2	4	6,153.5
TOT LOTS	10,756	2	0	2	2	12,307.0
MULTI-PURPOSE RECTANGULAR FIELDS (SOCCER AND FOOTBALL)	10,547	2	4	0	4	6,153.5
SKATE PARKS	32,335	1	1	0	1	24,614.0
MULTI-PURPOSE SYNBTHETIC FIELDS	24,665	1	0	0	0	0
PICKLEBALL COURTS	8,143	3	2	8	10	2461.4

MASTER PLAN PROPOSED INCLUDES PICKLEBALL CENTER AT ONE-ACRE PARK PARCEL

TABLE 26 – *PROPOSED FACILITIES AND POPULATION*

The parks inventory in the Village of Palmetto Bay includes approximately 95.22 acres of managed parkland. Compared to cities with 20,000 to 49,999 residents, Palmetto Bay has more residents per park than the national median and fewer park acres per capita than the national median (Table 25). As a built-out community there is very limited land for additional recreation lands.

(Table 26) shows the Total Facilities after Master Plan Implementation. The Plan addresses several of the variations identified in the analyses. While the Village has only two formal playgrounds, these are large and with sufficient land areas and amenities to meet the needs of the community. The Village does have a need for additional Tot Lots and small playgrounds to serve the needs of the immediate neighborhood. The future development of Small Neighborhood/Pocket Parks can add Tot Lots to address this need. The proposed three additional volleyball courts will address the need for this amenity, while the additional basketball court at Palmetto Bay Park will meet most of the basketball needs of the community. The Plan propsoes an additional eight (8) Pickleball Courts, which exceeds the national average for similar-sized communities.

5.5 ADDITIONAL COMMUNITY GUIDANCE

WORKSHOP COMMITTEES/BOARDS

Tree Advisory Board/Youth Community Involvement Task Force - August 25th, 2022

At a special workshop for the Tree Advisory Board and Youth Community Involvement Task Force, the Team presented the planning process and expectations for outcomes because of the process. In addition to a traditional PowerPoint Presentation, individual break-out groups occurred to have more focused discussion revolving around each individual park facility.

Members of the Team facilitated a discussion about each park at individual tables with scaled aerial drawings, markers and different colored post-it notes. Participants in attendance navigated from table to table to provide their input related to each park facility. The different colored post-it notes represented different input related to each park. The colors were: Green (Positive things about each facility), Red (Opportunities for improvement at each facility), and Purple (New wish list items for the park/facility).

(Table 27) indicates the relevant input from this workshop:

WORKSHOP INPUT		
WHAT IS GOOD?	WHAT IS WRONG?	WHAT IS WANTED?
PERRINE COMMUNITY HOUSE		
	THERE IS TOO MUCH PAVEMENT, AND IT IS A HEAT ISLAND	COMMUNITY GARDEN
		INSTALL RARE SPECIMEN SIGNATURE TREES
		OUTDOOR LOCAL ART
		RETROFIT HOUSE FOR SUSTAINABILITY
PALMETTO BAY PARK		
	LACK OF COOLING STATIONS FOR SPORTS	BIKE PUMPS ON THE BIKE TRAIL ON SW 175TH STREET, ALSO RACKS.
	LACK OF RECYCLING OF CANS AND DOG WASTE BAGS	PINE ROCK TRAIL FOR DOG WALKING
		MINI PARKS ON OPEN NEIGHBORHOOD LAND
		RESTORE PINELAND
		PINE ROCK INTEGRATION
		RESTORE NATIVE VEGETATION

WORKSHOP INPUT		
PERRINE WAYSIDE DOG PARK		
		INCORPORATE PUBLIC ART/FOUNTAIN
		IMPROVE SOUND/SMELL POLLUTION FROM THE DOG PARK
		RECYCLE PLASTIC DOG POOP BAGS
WHAT IS GOOD?	WHAT IS WRONG?	WHAT IS WANTED?
		HISTORICAL SIGNS/EDUCATION ON MANGROVES/RESTORATION
		COMMUNITY GARDEN OR BUTTERFLY GARDEN NEAR LIBRARY
		EXPAND PASSIVE OPEN SPACE INTO THE UPLANDS. PRESERVE
		MORE TREES IN THE PARKING LOT
		LESS HEAT ISLAND EFFECT
		PARKING LANDSCAPE BUFFER
THE WOODS		
PHASED REPLACEMENT OF EXOTIC VEGETATION	DO NOT LIKE EXOTIC VEGETATION REPLACE WITH NATIVES	WHEN EXOTICS ARE REMOVED, REPLACE WITH NATIVES 100% CANOPY
LIKE THE FULL CANOPY OF THE SITE		NO BIKING SIGNAGE AROUND THE PERIMETER
		REPLACE WITH NATIVES
		REMOVE INVASIVE SPECIES IN STAGES
		BIKE PUMPS FOR CYCLISTS AROUND THE WOODS ON STREET
		HAVE RECYCLING CANS AND PASSIVE SOLAR WALKWAY LIGHTING

WORKSHOP INPUT		
CORAL REEF PARK		
	LACKS LIGHTING FOR USE AT NIGHT	SOLAR POWERED CHARGING STATIONS
	DO NOT LIKE THAT THE PINELAND IS BEING ALLOWED TO EVOLVE/DEGRADE TO A HARDWOOD HAMMOCK DUE TO A LACK OF MAINTENANCE	MORE SIGNAGE, NATIVE TREES, EDUCATION
	LACK OF BIKE PUMPS	MORE NATIVE TREES ON THE WALKWAY PATH
	LACK OF COOLING STATIONS FOR TRAIL WALKERS	RETROFIT KIDS' PLAYGROUND FOR SUSTAINABLE PLAY
		MORE BEACH VOLLEYBALL COURTS
		MORE RECYCLING CANS
WHAT IS GOOD?	**WHAT IS WRONG?**	**WHAT IS WANTED?**
THALATTA ESTATE PARK		
	LACK OF COMFORTABLE SEATING/ LANDSCAPE SHADE	
	DO NOT LIKE EXOTIC VEGETATION AROUND THE CANAL EDGE	
VETERAN'S PARK		
		ONE MONUMENT ONLY
		RESIDENTS WANT TO HAVE A MEETING TO DISCUSS VETERANS' PARK

TABLE 27 – *SUMMARY OF WORKSHOP COMMITTEE/BOARDS INPUT*

TOWNHALL MEETINGS

The Parks and Recreation Master Plan has undergone an extensive public outreach process to allow community participation at public forums with the intent to inform the community and obtain their input on the Plan and its process. These duly advertised community meetings were broadcast live via Facebook to the Village. A format for participant voting on the presented topics was conducted using the Slido public participation program that allows both those in the meeting and remote to provide input on the different issues and topics.

Two Townhall Meetings were held to present the Master Plan and its components. Townhall Meeting No. 1 was held on September 30th, 2022, and Townhall Meeting No. 2 on December 8th, 2022; both at the Cafeteria of the Palmer Trinity School. The Townhall meetings were well attended.

Townhall Meeting Number 1 - September 30th, 2022

Townhall Meeting No. 1 was to present the findings of the Team's analysis of the Village parks' existing conditions, general observations, and preliminary ideas on the parks' improvements. The workshop meeting was organized to allow the participants to provide their comments on each of the parks. To accomplish this, tables with an aerial photo of each park were set up, and the participants were asked to write their wishes for each park.

Following the wish list exercise, the Team made a PowerPoint presentation of its findings and general ideas for recommendations. An interactive polling program was part of the presentation. The participants were asked to vote on preferences for each of the parks. The results of this voting exercise are included in the Appendix.

The wish list items provided by the participants were transcribed and included below. It is interesting to note that, in evaluating the Village Resolutions and the wish list, the major recommendations of the Resolutions are repeated in the wish list.

Palmetto Bay Park

- Indoor Recreation Center
  - Indoor Pickleball Court

- Indoor Basketball Gym
- Pickle Ball Courts
- Paddle Court
- Turf Soccer Field
  - Artificial Turf
  - Lighting for Open Field
  - Lighting for Soccer Field
- Volleyball Beach
  - Light in Volleyball Court
- General Comments
  - Complete Walking Path
  - Keep Open Space
  - Themed Event
  - Indoor E Sports Stadium
  - Free Notes Musical Instrument

Coral Reef Park

- Community Center
  - Fitness Center
- Tennis Courts
  - New Tennis Building with Pro Shop and Restrooms/Water Fountain
  - Resurface Tennis Courts (Blue & Purple)
  - New Fencing for Tennis Courts (and Screens)
- Racquetball
  - Keep racquetball walls
- Soccer Field
  - Lights for Soccer Fields
  - Turf for Soccer Fields (for Easier Maintenance)
- Volleyball Courts
  - Light for the Volleyball Courts
- Basketball Court
  - Add a Basketball Court
- Indoor Pickleball Courts
- Trails
  - Nature Trail
  - Nature Fitness Trail
- Kayak & Sup. Rental
- Butterfly Garden & Ext. Lab.
- More Passive Green Space
- Community Garden
- General improvements
  - Universal Access
  - New Benches
  - Bike Path
  - Nature Trail/Nature Fitness Trail
  - Neighborhood Farmers Garden

- Park is Too Commercial
- Maintain Low Lighting
- Convenient Parking

Pocket Parks

- Another Dog Park

Ludovici Park

- Bocci Ball Pit
- Shuffle Boar Court
- Indoor Multi-Fitness Facility (Monthly Fee)
- More Shade
- Soccer Field
- Butterfly Garden (2)
- Frisbee
- Pickleball Court
- Nature Trail
- Nature Corner
- Nature Tailored Fitness Trail
- Mountain Bike Trail
- Open Field with Lighting
- No More Lighting

Thalatta Estate Park

- Glass Enclosure Outdoors
- Leave as is, more hours to visit.
- Easy and Affordable Access for Palmetto Bay Residents
- More PB Events, Like Bringing in a Chef
- Themed Dining Nights
- Universal Access
- Shaded Areas/Shade Trees
- Assorted “Themed” Spaces for Special Events
- E-Sports Area
- Open Field for Sports with Lighting
- More Trees

Perrine Wayside Dog Park

- Universal Access
- Complete Overhaul
- Update Landscape
- Prune
- Create a Lush Fence Barrier
- Make it More “Dog Friendly” and Thoughtful
- Improve Curb Appeal

- Seal the Parking Lot
- Hide Dumpsters

- Passive Park

Townhall Meeting Number 2 - December 8th, 2022

The Second Townhall Meeting was held on December 8th, 2022, at the Palmer Trinity School cafeteria. A PowerPoint presentation outlining recommended improvements for the different parks was presented. Special emphasis was made on Palmetto Bay Park and Coral Reef Park, with the focus of the exhibits reflecting the input received from the previous workshop.

5. 6 NEED FOR SMALL NEIGHBORHOOD/POCKET PARKS

The need for small neighborhood parks or pocket parks was identified as the parks and recreation facility with the highest priority for Village investment by the Community Opinion Survey that is part of the Master Plan. Based on this need, also expressed in the two community outreach efforts, the BA Team analyzed the present availability of small neighborhood parks/pocket parks in the Village.

The Village of Palmetto Bay is 3.1 miles long from its northern boundary at SW 136th Street to its southern boundary at SW 184th Street. The C-100 Canal acts as a natural dividing line creating a north sector of the Village that is served by Coral Reef Park and a south sector served by Palmetto Bay Park. These are the only two significant parks of the Village, the rest of the parks being special facilities such as Thalatta Estate, a major event venue facility; Perrine Wayside Dog Park, a dog park; Perrine Community House, and Ludovici Park that houses the Palmetto Bay Public Library and an open-air auditorium. All these specialty facilities are on the west boundary of the Village, close to U.S. 1 or the east side next to Old Cutler Road, and, as shown in (Figure 60). As can be seen in the figure, most of these smaller specialty facilities are located south of the C-100 Canal.



FIGURE 60 – *VILLAGE PARKS DISTRIBUTION*

Within the Village, except for those residing near Coral Reef Park, north of the C-100 Canal, or Palmetto Bay Park, south or north of the C-100 Canal, most residents have no parks within a ten-minute walk. Furthermore, north of Coral Reef Park, the neighbors cannot access a park within a 10-minute walk. In essence, the Village is underserved by parks; the residents cannot access a park within a 10-minute walk. The inclusion of Small Neighborhood Parks/Pocket Parks will help meet the parks and recreation needs of the Village.

Why a 10-minute walk? A ten-minute walk is considered half a mile, the distance established by the National Park Service and the Centers for Disease Control and Prevention when they link park access and public health.

The 10-Minute Walk, also known as the 10-Minute Walk to a Park, refers to a grassroots parks advocacy movement to ensure that everyone in the United States lives within a ten-minute walk to a high-quality park or green space. The effort was adopted as a resolution at the 85th annual Mayor's Convention in 2017 as a goal for cities to increase parks and green space as a civic responsibility. Several community-based nonprofit organizations, including The Trust for Public Land, the National Recreation and Park Association, the Urban Land Institute, and Fields in Trust in the UK, have supported the concept.

Definition of Small Neighborhood Park/Pocket Park

A Small Neighborhood Park/Pocket Park should meet a series of location and design criteria to ensure its compatibility with the surrounding neighborhood. The following location and design criteria guidelines define a Pocket Park:

- Pocket Parks are passive parks. The most that should be considered for inclusion, if space is available and acceptable to the community, is a small children's playground.
- Do not include sports-related activities such as basketball courts and similar uses.
- Select sites with good visibility from the street; safety and security should be a design priority.
- Preferably in corner locations to allow easy access from all sides and utilize the land to its maximum.
- Follow Crime-Prevention-Through-Environmental Design (CPTED) recommendations.
- The Pocket Parks intend to provide a green space for the immediate neighborhood, not the Village at-large or large urbanized area. Sites should be selected for the enjoyment and support of neighborhood residents.
- Pocket Park sites should not be on the main north-south, east-west high-traffic streets.
- Refrain from providing parking in Pocket Parks. These parks are intended for pedestrian access only.

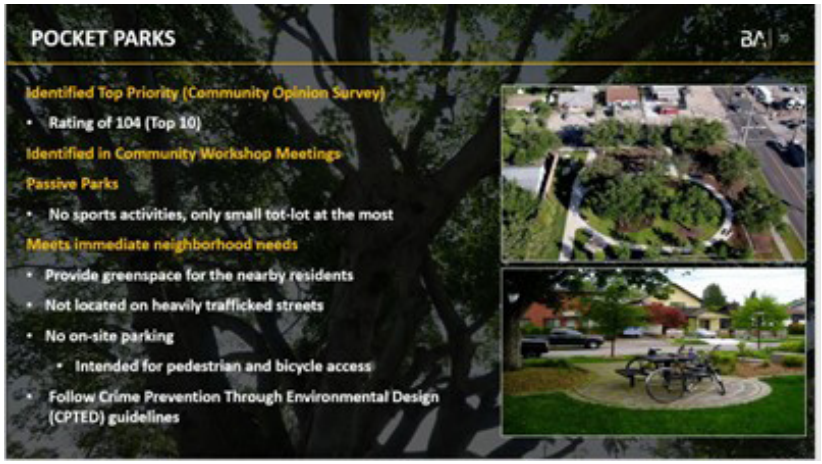

FIGURE 61 – *POCKET PARKS HIGHLIGHTS*

Small Neighborhood Parks or Pocket Parks intend to provide a green space for the immediate neighborhood, not the Village at-large or large urbanized area. Sites are selected for the enjoyment and support of neighborhood residents. In the process of the Village of Palmetto Bay Parks and Recreation Master Plan, several sites for the inclusion of Small Neighborhood Parks were identified, and these are presented in Chapter 7.

Village of Palmetto Bay Efforts and Community Priorities

Since 2017 the Village of Palmetto Bay Elected Officials has been pro-actively discussing and promoting the creation of Small Neighborhood Parks or Pocket Parks to meet the Village resident's needs for parks within easy access to most of the Village residential sectors.

The Community Opinion Survey prepared by the ETC Institute (refer to Chapter 5. 2) (Figure 62) identified that respondents were most supportive of maintaining existing trails and waterways (85%), improving/maintaining existing parks, recreation facilities, and fields (83%), and developing new trails and connecting existing trails (66%). Respondents were then asked to select the four actions they would be most willing to fund. These were the four items selected most often:

- Improve/maintain parks, recreation facilities, and fields (46%)
- Develop indoor recreation center(s) (34%)
- Maintain existing trails and waterways (33%)
- Purchase land for new neighborhood parks (32%)

Among the ten highest-ranking responses to the survey was the community's support for developing new neighborhood parks and acquiring new land for parks and open space.

The Survey also identified the "Estimated Number of Households Whose Facility/Amenity Needs are Only "Partly Met" or "Not Met," Small Neighborhood Parks being the third highest ranking need for the residents of the Village. In another question, the "Most Important Facility to Households," Small Neighborhood Parks also ranked third in importance out of thirty-one (31) different amenities questioned. As previously indicated, the ETC institute's "Priority Investment Rating"

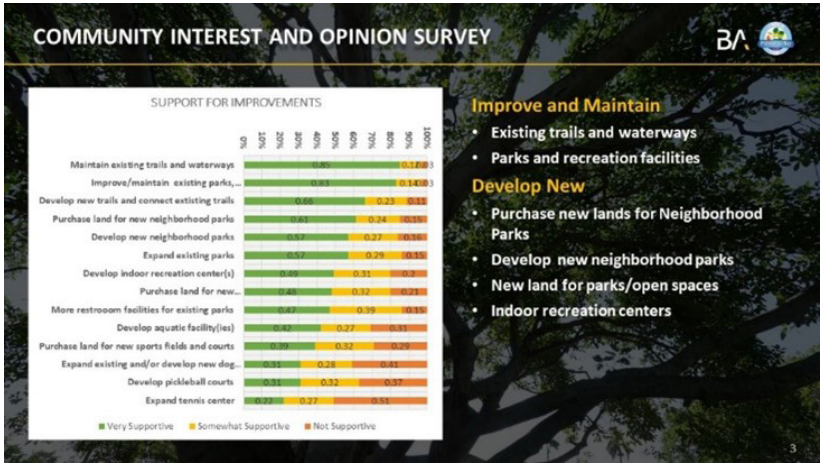

FIGURE 62 – *COMMUNITY INTEREST AND OPINION SURVEY*

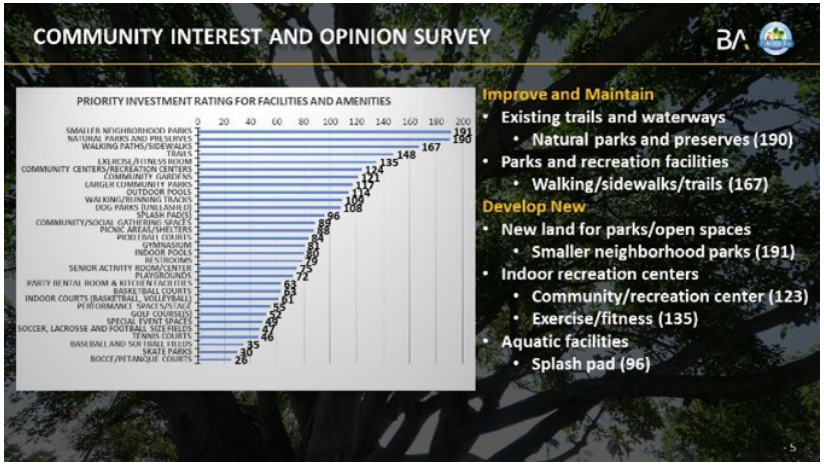

FIGURE 63 – *PRIORITY INVESTMENT RATING*

evaluated all the responses to the different questions. As indicated in (Figure 63) the parks and recreation facility with the highest rating, the highest priority for Village investment is "Smaller neighborhood parks (PIR=190.8). There is strong community support for the creation of said parks.

Community Support - Community Townhall Meetings: Of September 30th, 2022, And December 8th, 2022

The Park and Recreation Master Plan have undergone an extensive public outreach process to allow community participation at public forums with the intent to inform the community and obtain their input on the Master Plan and its process. These duly advertised community meetings have also been transmitted live via FACEBOOK to the Village at large. A format for participant voting on the presented topics was carried out using the SLIDO public participation program that allows both those in the meeting and remote to vote on the different issues and topics. During the Community Townhall Meeting of September 30th, 2022, the issue of Small Neighborhood Parks/Pocket Parks was presented and discussed. There was overwhelming support among those participating in the questionnaire to develop said Small Neighborhood/Pocket Parks.

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6

RECREATION SERVICES AND MANAGEMENT ASSESSMENT

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6.1 ASSESSMENT OF PARKS AND RECREATION PROGRAMS

The following is an assessment of existing recreation programs and services, parks, and facilities as well as maintenance and operations of the Palmetto Bay Parks and Recreation Department.

ASSESSEMENT OF RECREATION PROGRAMS

Recreation programs and services are a mixture of inhouse and contract providers. However, most programming is the responsibility of other organizations in the area.

PALMETTO BAY RECREATION PROGRAMMING SUMMARY (2019-2022)

(Table 28) summarizes the programs and services that are offered by Parks and Recreation and those that are offered by other providers. This summary is based on information provided by Parks and Recreation staff.

PROGRAM AREAS	VILLAGE	CONTRACT	PROVIDER
YOUTH PROGRAMS	SUMMER CAMPS		
	AFTER SCHOOL PROGRAMS		
FITNESS	RUN CLUB	YOGA BY THE BAY	YOGA BY THE BAY
	YOGA	FITNESS BOOT CAMP	FITNESS BOOT CAMP
		WEEKEND PE	WEEKEND PE
		WELLNESS ED CLASSES	BAPTIST HEALTH
		GROUP FITNESS	
YOUTH SPORTS	GIRLS REC SOFTBALL	TENNIS	TRUTH N TENNIS
	TENNIS CAMP	FLAG FOOTBALL	I-9 SPORTS
		T-BALL	
		BASKETBALL	MJ HOOPS
		BASEBALL/SOFTBALL	HOWARD PALMETTO B/S
			MIAMI STINGRAYS
			MIAMI LADY CANES
YOUTH SPORTS	GIRLS REC SOFTBALL	BASEBALL/SOFTBALL	S. FLORIDA CONTENDERS
			S. FLORIDA DIAMOND DUSTERS
	TENNIS CAMP	SOCCER	MIAMI WAVES
			MIAMI SPORTS CLUB
			I-9 SPORTS
			BAY LIONS FLORIDA
			SOUL & SOLE
			MIAMI YOUTH SOCCER ACAD.
			HAUTE MOM & ME DBA
		LACROSSE	PEACOCK LACROSSE
		VOLLEYBALL TOURNAMENT	DIG LIKE KIM
		FASTPITCH SOFTBALL TOURNAMENT	ORANGE BOWL FLORIDA FAST PITCH INVITATIONAL
		USSA SOFTBALL TOURNAMENT	
ADULT SPORTS		TENNIS	TRUTH N TENNIS
OUTDOOR RECREATION	GARDENING WORKSHOPS	FAMILY KAYAK ADVENTURES	NATURE POSTINGS
		STAND UP PADDLEBOARD	
		KAST AWAY KIDS NIGHT	
		PHOTO NATURE WORKSHOP	
		BIRDWATCHING	
		STATE PARK TRIP & TOURS	
CULTURAL ARTS		BALLET AT THE PARK	PALMETTO BAY BALLET
		ART GALLERIES	ART SOUTH
		MOTHER'S DAY PAINT PARTY	

PROGRAM AREAS	VILLAGE	CONTRACT	PROVIDER
GENERAL		FINANCIAL LITERACY SEMINAR	RYAN JAMES
SENIORS	GAMES/CARDS	ARTSY TUESDAYS	NATURE POSTINGS
	ART CLASSES	SUPER SENIOR STEAM	
	TRIPS & TOURS		
	VIRTUAL BINGO		
	LUNCH & LEARN		
	KNITTING		
	TAI CHI		
SPECIAL EVENTS	BRIDAL EXPO	OPEN MIC NIGHT	MAYS CONSERVATORY OF THE ARTS
	COMMUNITY YARD SALE	CULINARY CRAWL	PALMETTO BAY BUSINESS ASSOC.
	DATE NIGHTS	MELANOMA AWARENESS WALK	MIGGY'S GIFT
	HALLOWEEN TRUNK/TREAT	MIAMI KIDNEY WALK	NATIONAL KIDNEY FOUND.
	HOLIDAY EVENTS	RELAY FOR LIFE	AMERICAN CANCER SOCIETY
	MEMORIAL DAY	CELEBRITY KICKBALL TOURNAMENT	CYSTIC FIBROSIS FOUNDATION
	STUDENT PHOTO CONTEST	CHANUKAH CELEBRATION	CHABAD OF PALMETTO BAY
	EARTH DAY	FARMERS MARKET	FARMERS MARKET OF SOUTH FL
	ECOFEST		
	CAMPING IN THE PARK		
	ANNUAL PICNIC		
	PRINCIPAL WELCOME BREAKFAST		
	NATIONAL ARBOR DAY		
	EARTH DAY MOVIE NIGHT		
	RECYCLING DRIVE-THRU		
	ENVIRONMENTALIST OF THE YEAR		
SPECIAL EVENTS	SHADE PALMETTO BAY TREE GIVEAWAY		
	POLICE NIGHT OUT		

TABLE 28 – *PROGRAMS AREAS AND PROVIDERS*

VILLAGE RECREATION PARTICIPATION NUMBERS (FY 2021-2022)

(Table 29) summarizes participation in some of the in-house recreation programs and services that have been offered in the last year.

PROGRAM	NUMBER OF CLASSES OFFERED	NUMBER OF REGISTRANTS
YOGA	23	476
SENIOR VIRTUAL BINGO	10	82
SENIOR ART CLASSES	3	25
SENIOR LUNCH & LEARN	3	31
SENIOR TRIP & TOURS	3	38
GARDENING WORKSHOP	4	49
ART EXHIBITS	5	101
TOTAL	**51**	**802**

TABLE 29 – *IN-HOUSE PROGRAM PARTICIPATION FY 2021-2022*

CONTRACT PROGRAM/LEAGUE PROVIDERS PARTICIPATION NUMBERS BY LOCATION

(Table 30) indicates participation rates in many activities over the last three full fiscal years. These numbers are organized by the location that they occur.

PALMETTO BAY PARK	2018-2019	2019-2020	2020-2021
I-9 SPORTS	127	290	314
S. FLORIDA CONTENDERS	33	54	78
PALMETTO BAY BALLET	66	117	93
MIAMI LADY CANES	10	20	47
MIAMI WAVES	30	23	0
STINGRAYS	95	178	133
DIAMOND DUSTERS	51	51	37
MIAMI YOUTH SOCCER ACAD.	N/A	N/A	15
TOTAL	**412**	**733**	**717**
CORAL REEF PARK	2018-2019	2019-2020	2020-2021
OPERATION TRIPLE T	N/A	66	0
BAY LIONS	21	31	42
MIAMI SPORTS CLUB	229	212	331
HOWARD PALMETTO	112	151	129
TINKERGARTEN	15	15	N/A
CANNONBALL YOUTH CLUB	N/A	166	N/A
MAVERICKS	24	26	N/A
TOTAL	**401**	**667**	**502**
THALATTA & LUDOVICI	2018-2019	2019-2020	2020-2021
YOGA BY THE BAY	N/A	73	71
NATURE POSTINGS	83	65	111
CADENZA MUSIC CENTER	N/A	4	N/A
SUPER SOCCER STARS	16	15	N/A
MOVE, BUILD, PLAY	35	138	N/A
TOTAL	**134**	**295**	**182**

TABLE 30 – *PARTICIPATION BY FACILITY OVER LAST THREE YEARS*

GENERAL PROGRAM CATEGORIES

(Table 31) is a listing of general program categories where programs are often offered by full-service parks and recreation agencies. It is unusual for an agency to directly offer programs in all of these areas, but there are usually either agreements with other providers for some of these activities or a referral to them.

AREA	GENERAL DESCRIPTION
SPORTS	YOUTH AND ADULT TEAM AND INDIVIDUAL SPORTS. ALSO INCLUDES ADVENTURE/NON-TRADITIONAL SPORTS.
FITNESS/WELLNESS	GROUP FITNESS CLASSES, PERSONAL TRAINING, EDUCATION, AND NUTRITION.
CULTURAL ARTS	PERFORMING ARTS CLASSES, VISUAL ARTS CLASSES, MUSIC/VIDEO PRODUCTION AND ARTS EVENTS.
AQUATICS	LEARN TO SWIM CLASSES, AQUA EXERCISE CLASSES, COMPETITIVE SWIMMING/DIVING.
YOUTH	BEFORE AND AFTER SCHOOL PROGRAMS, SUMMER/SCHOOL BREAK CAMPS, AND PRESCHOOL.
EDUCATION	LANGUAGE PROGRAMS, TUTORING, SCIENCE (STEM) CLASSES, COMPUTER, AND FINANCIAL PLANNING.
GENERAL INTEREST	PERSONAL DEVELOPMENT CLASSES.
SPECIAL NEEDS	PROGRAMS FOR THE PHYSICALLY AND MENTALLY IMPAIRED. ALSO, INCLUSION PROGRAMS.
SPECIAL EVENTS	COMMUNITY WIDE SPECIAL EVENTS THAT ARE CONDUCTED THROUGHOUT THE YEAR.
OUTDOOR RECREATION	ENVIRONMENTAL EDUCATION, HIKING, CAMPING, KAYAKING, AND OTHER ACTIVITIES.
SENIORS	PROGRAMS AND SERVICES THAT ARE DEDICATED TO SERVING THE NEEDS OF SENIORS.
TEENS	PROGRAMS AND SERVICES THAT ARE FOCUSED ON SERVING THE NEEDS OF TEENS.
SELF-DIRECTED	THIS INCLUDES THE OPPORTUNITIES FOR INDIVIDUALS TO RECREATE ON THEIR OWN.
SOCIAL SERVICES	THIS CAN INCLUDE NUTRITION AND FEEDING PROGRAMS, JOB TRAINING, LIFE SKILLS TRAINING, AND OTHER ACTIVITIES SUCH AS HEALTH SCREENINGS.

TABLE 31 – *GENERAL PROGRAM CATEGORIES*

PROGRAM OPPORTUNITIES

When the recreation services that the Village and the other organizations are providing are analyzed (Table 32), there are a few of the general program areas that are not being covered directly by organized programs.

PROGRAM AREA	VILLAGE	OTHER PROVIDERS
SPORTS	YES	YES
FITNESS/WELLNESS	YES	YES
CULTURAL ARTS	--	YES
AQUATICS	--	--
YOUTH	YES	--
EDUCATION	--	--
GENERAL INTEREST	--	YES
SPECIAL NEEDS	--	--
SPECIAL EVENTS	YES	YES
OUTDOOR RECREATION	--	YES
SENIORS	YES	YES
TEENS	--	--
SELF-DIRECTED	YES	--
SOCIAL SERVICES	--	--

TABLE 32 – *GENERAL PROGRAM COVERAGE*

There are a number of areas where there is a lack of programming being offered. Some of this is related to a lack of Village facilities (aquatics), staff, or resources (funding) but other key program areas (special needs and teens) do not have other established providers in the community. For the program areas that the Village or other organizations are not providing, the community is reliant on other agencies or private providers in the area for these services. The Village does not have to be the direct provider of programs in each of these areas but identifying other providers is important.

PROGRAM EMPHASIS

(Table 33) examine the level of programming offered in each of these categories by the Village and the other providers.

PROGRAM AREA	LOW LEVEL	MED. LEVEL	HIGH LEVEL
SPORTS	YES	--	--
FITNESS/WELLNESS	YES	--	--
CULTURAL ARTS	--	--	--
AQUATICS	--	--	--
YOUTH	--	YES	--
EDUCATION	--	--	--
GENERAL INTEREST	--	--	--
SPECIAL NEEDS	--	--	--
SPECIAL EVENTS	--	--	YES
OUTDOOR RECREATION	YES	--	--
SENIORS	--	YES	--
TEENS	--	--	--
SELF-DIRECTED	--	YES	--
SOCIAL SERVICES	--	--	--

TABLE 33 – *LEVEL OF PROGRAMMING FOR EACH AREA (VILLAGE)*

Village Programs

The focus of Village programs is clearly in special events and there are a mid-range of activities in youth, seniors and self-directed (due to the parks and other facilities that the Village has available). The level of programming in sports, fitness/wellness, and outdoor recreation are low. This is due to a lack of facilities to support these activities, minimal levels of staff, and a decision by the Village that these services are best provided by other organizations.

Other Providers

For other providers, the program focus is primarily in the area of youth sports and tennis with a reasonably strong offering in outdoor recreation. There are a medium level of fitness/wellness programming and special events with only a few programs being offered in cultural arts, general and seniors' categories (Table 34).

PROGRAM AREA	LOW LEVEL	MED. LEVEL	HIGH LEVEL
SPORTS	--	--	YES
FITNESS/WELLNESS	--	YES	--
CULTURAL ARTS	YES	--	--
AQUATICS	--	--	--
YOUTH	--	--	--
EDUCATION	--	--	--
GENERAL INTEREST	YES	--	--
SPECIAL NEEDS	--	--	--
SPECIAL EVENTS	--	YES	--
OUTDOOR RECREATION	--	--	YES
SENIORS	YES	--	--
TEENS	--	--	--
SELF-DIRECTED	--	--	--
SOCIAL SERVICES	--	--	--

TABLE 34 – *LEVEL OF PROGRAMMING FOR EACH AREA (OTHER PROVIDERS)*

RECREATION PROGRAMMING SUMMARY

- The Village only conducts a relatively small number of recreation programs, and these are primarily special events, senior and youth programs. This is due to a lack of facilities to support these activities, minimal levels of staff, and a decision by the Village that these services are best provided by other organizations.
- Contract or partner organizations provide a larger number of programs focusing on youth sports, tennis, and outdoor recreation.
- When all the recreation programs, including those offered by the Village and other providers, are considered there are still some major program areas that are not being adequately covered. These include:
  - Aquatics
  - Education
  - Special Needs
  - Teens
  - Social Services
- Most all recreation programs and services are coordinated out of five parks or facilities. There is limited indoor space for programs that rely on this type of space.
- The Village is committed to an approach where staff provides programs in select areas, but the majority of programs are provided by other organizations. However, Parks and Recreation needs to have a formal, written, program plan in place to guide the delivery of services by the Village and other organizations to ensure that the needs of the community are being met in all program areas.
- There are limited existing program metrics and a lack of consistency in how they are tracked and reported. This is due in large part to the fact that Parks and Recreation does not have an on-line software program that can be used for program registration, facility rentals, and reservations.
- Recreation programs do not have the benefit of having established comprehensive marketing efforts or a seasonal program brochure. The Village previously had a quarterly program brochure (Play-by-Play) but this was cut from the budget. The Thalatta Estate does have strong marketing efforts for events and facility rentals.

- Parks and Recreation assigns athletic fields to community sports organizations but would benefit from having a written comprehensive athletic field use policy in place.
- Rentals of picnic areas, pavilions, meeting/event rooms are a minor emphasis for the department, but this is a major focus of Thalatta Estate.

6. 2 ASSESSMENT OF PARKS AND RECREATION FACILITIES

CURRENT FACILITIES

The Village has a number of parks and facilities that support recreation programs and services that are offered by Parks and Recreation as well as other providers. These include:

Coral Reef Park

This is the largest Village park at about 48 acres. It is very well kept and maintained.

- The old Recreation Room was torn down and now the department uses a portable as an office and tennis center office. A new community room is needed to expand indoor programming.
- There are 8 hard surface tennis courts and a handball/ racquetball complex (also is overlaid with two pickleball courts).
- There are 3 diamond fields including a H.S. Baseball stadium which two school's use. There are also several rectangular fields, some of which overlay the baseball fields. All are grass. School use is on a rental basis and youth sports groups on a fee per player per season. All of the fields are well maintained.
- The park has a great trail system in the park, but it needs to be resurfaced.
- The park also has a lot of open areas that are not specifically programmed for events or activities but available for drop-in recreation by the community.
- The Village conducts a number of special events in the park and a private vendor operates a farmers' market.

Palmetto Bay Park

This is the Village's second largest park. It is also well maintained.

- It has 6 girls softball fields (4 lighted), a large open grass area that is used for soccer fields (not lighted).
- There is a small community room with an office and an attached maintenance room. This should be replaced with a larger and more functional building.
- There is an old skate park that needs to be replaced and a basketball court that has recently been resurfaced.
- The park has a nice playground area, but it had to be reduced in size to accommodate a road that is not used. Parks and Recreation needs to come up with ideas on how the use this closed off road (fitness equipment, sprint track, etc.) In the past the road was closed off on Thursdays for a farmers' market as well.
- The park has poor access requiring everyone to enter and exit from Highway 1.

Thalatta Estate Park

This is a great facility for weddings and other events. It also supports

a few recreation programs as well. It is well maintained both inside and outside.

- The grounds are outstanding and there is great view of Biscayne Bay.
- The estate hosts a large number of weddings and some other events. With no inside congregate space it is basically a seasonal operation. The Village should consider adding an indoor space on the patio area.
- The Village charges at the low end of the scale for the types of uses it supports. Parks & Recreation should look at increasing the rental rates.
- All maintenance is on site with a small maintenance building. Special Events also has their office at this location.
- The estate has a lack of on-site parking for large events. Any event over 50 has to have valet parking using the park next door. There is a maximum of 250 people per event because of the parking issues.

Ludovici Park

This is a small park that also has a library (Miami/Dade Library) on site, a covered stage area, and an upstairs community room. There is a nice lawn area for events.

- The community room is utilized for some recreation programming and for rentals. Community groups use the room for free for their meetings but are limited on the number of hours per year.
- There is a lack of parking in the park which requires the use of the church across the street.
- Despite being located next to Biscayne Bay, there is no access to the water from the park.
- Miami Dade County pays the Village annually for use of the site for the library plus a portion of the maintenance costs to the building and parking lot.

Perrine Community House

The building is leased from the county. It is an old structure but is in good condition. There is one community room with a small kitchen.

- The building is used for rentals, small meetings, some senior programs, and other functions.
- The building is cleaned and maintained by Village staff.
- There is very limited parking.
- Rentals have to hire a security guard for night meetings.

Perrine Wayside Dog Park

This is a large dog park with large and small dog sections.

- It is located close to Highway 1 and is very nice park that is well maintained.
- There is not any designated parking for the park.
- Despite good maintenance practices, it is difficult to keep grass growing.

The Woods

This is just a long narrow open space area with houses located around it.

- The land is leased from the county, but they require that the Village put amenities into the site in the next couple of years.
- The county also requires the Village to clean out all invasive plants.
- The site is overgrown with vegetation.
- This will just be a passive park with a trail around the perimeter and some benches.

PARKS AND RECREATION FACILITIES SUMMARY

- There are five primary parks and facilities that support recreation programs and services as well as rentals. There is also a dog park and an open space area.
- Most of the parks and facilities are well maintained but improvements and some additional amenities are needed at each location.
- There is limited indoor space for programs and rentals and the existing spaces are small. There is no public indoor gymnasium available in the Village.
- There is no public pool available in the Village which means there are no aquatic programs.
- The lack of parking at a number of facilities (Thalatta, Ludovici, and Perrine) limits their use for certain activities and events. Palmetto Bay also has limited parking for tournaments and Coral Reef for heavy use on the weekends.

6. 3 ASSESSMENT OF OPERATIONS AND MAINTENANCE

The Village has a strong commitment to parks and recreation operations and maintenance. This is reflected in a number of areas.

STAFFING

Staffing within the Parks and Recreation Department is divided into three primary areas (based on 2022-2023 fiscal year). These include 16 full-time positions and 19 part-time. This is only an adequate level of staffing for current operations and results in struggles to maintain a high level of service.

Administration and Programming

There are 5 full-time staff that handle basic administrative and operations tasks as well as recreation programming for the department.

- **Parks and Recreation Director:** Manages the entire department.
- **Parks and Recreation Manager:** Assists the Director and is directly responsible for overseeing parks capital projects plus the operation of Veterans Park and The Woods. The position also manages parks maintenance.
- **Administrative Assistant:** Provides administrative support for the department and director.
- **Special Events Supervisor:** Is responsible for the coordination of special events in the Village as well as overseeing general recreation programs that are not offered at one of the other park sites.
- **Special Events & Programs Coordinator:** Assists the Special Events Supervisor and is responsible for some general programs as well.

Parks Projects/Parks Maintenance

Is responsible for the maintenance of all Village parks and outdoor

facilities plus managing parks capital projects. There are 7 full-time staff.

- **Parks and Recreation Manager:** Assists the Director and is directly responsible for overseeing parks capital projects plus the operation of Veterans Park and The Woods. The position also manages parks maintenance.
- **Parks Maintenance Supervisor:** Is responsible for managing all parks maintenance functions and staff.
- **Parks Maintenance Workers (6):** They are responsible for the actual maintenance of the parks and outdoor facilities.

Recreation Operations

These positions are responsible for the operation of major parks and facilities as well as coordinating the programming that takes place there. There are 4 full-time staff.

- Parks & Recreation Supervisor (3) – Each of the supervisors is responsible for different parks. One has Coral Reef Park and the Tennis Center, another has Palmetto Bay Park, Perrine Community House, Perrine Community House and Perrine Wayside Park, and the third has Thalatta Estate and Ludovici Park as well as overseeing reservations.
- Park Reservations Specialist – Is responsible for coordinating all park reservations in the system.

There is also a total of 16 part-time Park Service Aide's with seven being assigned to the first supervisor, six to the second, and 3 to the third Supervisor. They assist with janitorial and minor maintenance of the parks and oversee rentals and coordinate vendors at Thalatta Estate. In addition, there are 3 part-time Recreation Attendants that are assigned to help with the operation of the Tennis Center.

Other

- There are a number of part-time staff and most of the positions are Park Service Aide's. There are virtually no part-time staff for Grounds Maintenance.
- There is not a park ranger program in place. This may need to be considered in the future.
- There are very limited on-going staff training opportunities.
- There is currently not a Certified Playground Safety Inspector (CPSI) on staff. Training an existing Parks Maintenance Worker for this task is advisable but this could also be handled by contract. Having playground inspections completed by a CPSI on at least a bi-weekly basis is important to reduce liability.
- All job descriptions (full and part-time) should be updated to reflect the current job responsibilities.
- The Village has a Personnel and Policies Manual and Parks & Recreation has a set of departmental rules and regulations as well as standard operating procedures but integrating all this information into a comprehensive parks and recreation staff manual would be advantageous. The department would benefit from having an established succession plan for staff.
- Facility Maintenance is not the responsibility of Parks and Recreation but augmenting this with a facility maintenance crew that is based in the department would provide a higher level of maintenance for indoor facilities.

OPERATIONS

Various operational factors are noted in the following section.

Maintenance

The maintenance of parks and facilities is reviewed below.

- The general level of maintenance of all parks and facilities is strong but needs to continue to expand for those areas that receive high use or are in need of being upgraded.
- Grounds maintenance does not have a separate athletic fields maintenance staff. This is often found in parks departments.
- All concession operations in all parks are contracted.
- Most all park maintenance and restroom cleaning are done in-house. The department does contract out some open area mowing but do all athletic field mowing in-house. Major tree trimming and high window cleaning is contracted.
- The Village does not have a computerized maintenance management system. However, work orders are utilized. Having a maintenance management system in place for both parks and facilities that would serve as a work order system and an accounting of maintenance by task and amenity would be helpful.
- While Parks and Recreation has a turf maintenance plan and individual park maintenance plans are developed monthly, there is not a comprehensive written maintenance plan in place for parks as a whole the establishes levels of service standards.
- All playgrounds in the Village need to be on a replacement schedule that ensures that there is a system in place for keeping playgrounds safe and usable.

Budgets

The Village has a number of budgets for Parks and Recreation that cover parks and recreation facilities including:

- **Parks Administration:** This is the largest budget for the department, and it covers parks and recreation management and administration.
- **Coral Reef Park:** This is the operations and maintenance budget for this park and the activities that take place there. This is the second largest budget in the department.
- **Palmetto Bay Park:** This is the third largest budget account, and it covers the operations and maintenance of the park and its programs.
- **Thalatta Park:** This budget covers the operations and maintenance of the Thalatta Estate.
- **Other Budgets:** Beyond these major budgets there are also budgets for the following parks and facilities:
  - Coral Reef Park-Tennis Center
  - Ludovici Park
  - Perrine Community House
  - Perrine Wayside Dog Park
  - The Woods
  - Veterans Park
- The Village has strong budgeting practices based on establishing budget cost centers that identify the cost for different parks, facilities, and programs (tennis).
- Each of the budget accounts includes all direct identified costs (utilities, security, etc.) for the park or facility so the total costs have been identified.

- Revenues are shown in general categories only with no linkage back to the expenditure accounts.
- Parks and Recreation does not have a formal capital replacement plan in place that is supported by a capital asset management plan.
- Recreation program and facility use fees are established by Village ordinance, but this is not backed up by a formal written fee policy that provides a methodology on how fees are established. This policy would also help determine cost recovery guidelines for programs and facilities.
- The department does not utilize a recreation software program and as a result all program registrations are done manually. There is also no ability to register for recreation programs or rent facilities on-line. The Village also accesses a surcharge for using credit cards.
- The department will need to plan for increasing costs, especially for staff. The department will need to pay more to attract and keep staff but also plan for the state minimum wage going to $15 an hour in a few years.

Policies and Procedures

There are minimal operations and management policies and procedures in place specfifically for Parks and Recreation. The Village itself has policies and procedures that cover human resources (employee manual), purchasing and other management functions but this is the extent of most policies.

- There needs to be standard operating procedures for the department as a whole and also for individual parks and facilities. This is currently being developed.
- It is critical to have safety and security measures in place for all parks and facilities as well as an emergency action plan. There is a hurricane procedures manual.
- The department should also develop a continuity of service plan that ensures operations during or after a pandemic, hurricane, or other event.
- The department needs to develop a formal diversity, equity, and inclusion statement or plan (DEI). This should build off a Village wide DEI plan.
- Key performance metrics for parks/facility maintenance and recreation services are not present and are necessary for tracking purposes.

Marketing

Marketing does not appear to be a major focus for Palmetto Bay parks, facilities, and programs.

- The Village's web site has limited information and does not feature links or promotion of facilities and events that are provided. This needs to be improved.
- There is not any type of a marketing strategy or plan in place to guide marketing efforts.
- There is not a marketing staff person or any one individual that is assigned the responsibility of coordinating marketing efforts for the department.

OPERATIONS AND MAINTENANCE SUMMARY

- The Parks & Recreation department has an organizational structure that is centered around three primary areas that is

well coordinated with the parks and facilities that are operated.

- Staff is mostly full-time with some key part-time support staff as well.
- The staffing plan could use updates to job descriptions, the development of a staff manual, and the establishment of a succession plan.
- The overall level of maintenance is high with most of the maintenance functions being conducted in-house with a few tasks contracted to outside providers.
- There is a strong need for a comprehensive maintenance plan as well as a maintenance management system. This will enhance current maintenance practices and provide clear standards for the future to ensure that established levels of service are followed.
- The department has strong budgeting practices based on true cost center accounting.
- The department needs to establish a comprehensive fee policy to guide fee setting for programs, facility use, and rentals. This should be the basis for a complete cost recovery plan.
- There is a need for a capital replacement program and asset management system.
- There are limited operational policies and procedures to ensure a uniform and consistent approach to providing programs and facilities.
- Key performance indicators need to be established for all aspects of the Parks and Recreation Department's operation.
- There is little integration of technology for management purposes.
- There is no coordinated marketing of recreation opportunities to the community.

7

RECREATION PROGRAMS AND SERVICES RECOMMENDATIONS

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7.1 FUTURE RECOMMENDATIONS

The following recommendations are based on the findings of the Assessment of Existing Conditions section of the master plan, the public input findings, national best practices, and the need to position parks and recreation in the Village of Palmetto Bay to be successful in meeting the needs of community residents for the next 10 plus years.

RECOMMENDATIONS FOR RECREATION PROGRAMS

The Village of Palmetto Bay will need to determine the areas of focus for future recreation programming efforts based on the level of financial and resource commitment that it wants to make to recreation programs and services.

Formalize a Programming Philosophy

Parks and Recreation should formalize an overall basic programming philosophy based on the current method of providing services. This should include the following objectives:

- The Village will not be the primary provider of most recreation programs and services that are available in the community but will coordinate these efforts to ensure that adequate recreation services are obtainable.
- Develop partnerships with other providers to bring a full spectrum of recreation programs and services to the community.
- For recreation programs and services that occur at Village parks and facilities develop an approach the relies on:
  - Parks and Recreation staffed programs for key program areas only.
  - Contract provided programs where revenues are shared for most programs.
  - Rental of space to other providers for limited programs.
- Ensure that recreation program and service opportunities are available to all ages, incomes, abilities, gender, and ethnic groups in an equitable and inclusive manner.
- Ensure that recreation program and service opportunities are available in areas of interest that are identified as a need in the community.
- Village recreation and program service offerings will respond to identified community needs in a cost effective and efficient manner.

Develop a Program Plan

Based on the programming philosophy, develop a program plan that includes the general direction of recreation programming for the next 5 plus years. This would include the following areas:

- Establish the basics of the plan:
  - Determine which programs will be primarily offered by Village staff. This currently includes:
    - Special events
    - Youth
    - Seniors
    - Self-directed
  - Respond to priorities for general programming expansion based on community input (primarily the survey) including:
    - Fitness/Wellness
    - Nature/Outdoor Adventure

- Aquatics/Water Related
- History and Museums
- Family Events

The role of the Village in providing new programs in these areas will need to be determined but in keeping with the overall programming philosophy, it should be expected that most will be offered by other providers.

- Maintain and enhance programming contracts with existing organizations, including fitness providers, youth sports organizations, outdoor recreation providers and others for the following:
  - Youth Sports
  - Adult Sports
  - Fitness/Wellness
  - Outdoor Recreation
  - Cultural arts
- Determine the approach to other program areas that currently do not have organized program opportunities including:
  - Education
  - Special Needs
  - Teens
  - Social Services

Although not as high of a priority as the programs that were identified by the public for additional focus, there still should be opportunities for Palmetto Bay residents to participate in programs in these areas. It is expected that any programs would either be provided by contracts with other providers or by referral to other organizations.

PROGRAM AREAS	VILLAGE	OTHER PROVIDERS	FUTURE PROVIDERS
SPORTS	YES	YES	--
FITNESS/WELLNESS	YES	YES	--
CULTURAL ARTS	--	YES	--
AQUATICS	--	--	YES
YOUTH	YES	--	--
EDUCATION	--	--	YES
GENERAL	--	YES	--
SPECIAL NEEDS	--	--	YES
SPECIAL EVENTS	YES	YES	--
OUTDOOR RECREATION	--	YES	--
SENIORS	YES	YES	--
TEENS	--	--	YES
SELF-DIRECTED	YES	--	--
SOCIAL SERVICES	--	--	YES

TABLE 35 – *PROGRAMS AREAS AND PROVIDERS*

- Adopt the following future program responsibility directives:
  - **Youth Sports:** Most all competitive youth sports leagues and programs will continue to be the responsibility of community-based youth sports organizations in the area. Parks and Recreation will provide limited recreationally focused team sports as well as only a few select programs for individual sports.
  - **Adult Sports:** Any new adult sports will be offered by other providers, but it will be difficult to add team sports due to a lack of available time on athletic fields as well as indoor gym space.
  - **Fitness/Wellness:** This is a strong area of need as identified by the community, but the Village does not have adequate facilities to support a high level of programming in this category. Parks and Recreation should increase in-house programs where possible, but any significant

growth will have to be through contract or other providers and likely at their own facilities in the future.

- **Cultural Arts:** This is not a major program area for Parks and Recreation and will likely remain so into the future. Any new programs will be offered by contract providers.
- **Aquatics:** With no Village pool available, any programming in this area should be done by referral to other organizations that have aquatic facilities and programming available. This includes the YMCA and Cutler Bay. It is not expected that the Village will develop an aquatic center in the future.
- **Youth:** Parks & Recreation will continue to be primary provider of most after school and summer camp programs, but other contract providers could be utilized to expand programming opportunities in this area.
- **Education:** Parks and Recreation does not currently have education programming for youth or adults (other than what is integrated into youth programs), so most future programming needs should be provided by local school schools, specialized non-profits, the library, or private providers. However, Parks and Recreation should have information regarding these types of programs or services for referral.
- **General Interest:** It is not expected that there will be a significant growth in this area in the future, but most any new programming opportunities will be offered by contract or other providers.
- **Special Needs:** With no programs currently being provided in this area by either Parks and Recreation or other contract providers, there should be a focus in the future on identifying possible providers of programming for special needs either on a contract or referral basis.
- **Special Events:** It is expected that this will continue to be a primary program focus for Parks and Recreation in the future.
- **Outdoor Recreation:** This is one of the top recreation program areas that was requested by the community. Parks and Recreation has limited offerings and most programming is offered by contract providers. This will need to be a focus for future recreation programing by the Village and by contract providers.
- **Seniors:** It is expected that Parks and Recreation will continue to be the primary provider of programs and services that focus on seniors, but additional programs will be needed.
- **Teens:** In the future providing services and programs specifically designed for teens will likely need to be the responsibility of contract and other providers.
- **Self-Directed:** With the Village's recreation facilities, self-directed activities will remain as a significant program area.
- **Social Services:** This area of programming is provided by some parks and recreation agencies but not by others. This is currently not a program area for Parks and Recreation and there are no existing contracts with other providers in place. The Village will need to determine if this is an area that requires their direct involvement in the future. It should be expected that all services will be by referral to other providers only.

- Contracts with other providers need to clearly outline specific roles and expectations as well as limits to facility scheduling, fees, and operations. Contract requirements should include:
  - A program plan.
  - Safety and security plans
  - Participant code of conduct
  - Background checks for all staff and volunteers

- Quarterly and annual reports on program numbers and participants
- DEI policy
- Youth sports: Coaches training program and concussion protocol

- For those program areas where there are no contracts, utilize other providers on a referral and clearinghouse basis. This could involve promotion of their activities, coordinating of some programs, and permitting of facilities. However, this process needs to be closely managed to be successful.

- Ensure that recreation programs (inhouse, contractual or referral) are available for a wide range of demographic groups including:
  - **Preschool:** Programs and activities that assist with the development of young children both as individuals and with parents or caregivers.
  - **Youth:** Programs that serve a variety of interest areas beyond just sports including after-school and summer camps.
  - **Teens:** Activities designed specifically for teens that are both organized and drop-in in nature.
  - **Seniors:** Programs and services that serve a wide range of the senior age category, including an appeal to the younger more active based senior.
  - **Intergenerational/Multigenerational:** Offering programs and services that have an appeal to multiple generations or across generations. This should include family focused activities.
  - **Ethnic/Culturally Based:** There should be an effort to offer programs and services that are appropriate for the cultural orientation of the community.

- Adapt the demand for future programming to the facilities that are available within the Village to support the desired activities. This will limit the ability to deliver programs in some areas.

- Programming should include some limited virtual options in addition to traditional in-person offerings.

- There will need to be the establishment of basic performance measures to track recreation programming effectiveness. This includes the following for both Village programs as well as those that are contracted:
  - Rates of fill for programs and activities (capacity vs. actual numbers).
  - Resident and non-resident participation rates
  - Participation numbers and comparisons to past years/ seasons.
  - Rate of program cancellations (should be between 15% and 20%)
  - Financial performance including cost per participant.
  - Evaluations from participants.

RECREATION PROGRAM RECOMMENDATIONS SUMMARY

- Formalize a formal programming philosophy.
- Develop a program plan that builds on the programming philosophy.
- Pursue additional contracts with other providers for program areas that are not currently available to the public.
- For those program areas where there are no contracts, utilize other providers on a referral and clearinghouse basis.
- Ensure that recreation programs are available for a wide range

of demographic groups, regardless of who is the provider.

- Establish basic performance measures to track recreation programming effectiveness.

7. 2 RECOMMENDATIONS FOR RECREATION FACILITIES THAT SUPPORT RECREATION PROGRAMS AND SERVICES

Specific recommendations for active use recreation facilities in Palmetto Bay include:

- The public process (especially the survey) indicated that the top priorities for new amenities that can support recreational activities are:
  - Exercise/Fitness Room
  - Community Centers/Recreation Centers
  - Larger Community Parks
  - Outdoor Pools
  - Walking Running Tracks

It is not expected that Village will be able to significantly address these priorities by building additional facilities due to the lack of space (large community parks), high cost of development and operation (community/recreation centers and outdoor pools and the staffing requirements.

- It is important to realize that the ability to deliver a wide range of recreation programs and services is impacted by the limits of the parks and facilities that are available. This includes:
  - Without a public pool in the Village, aquatic programming is not available directly by Parks and Recreation.
  - There is not an appropriate indoor space to develop fitness/wellness programming.
  - Indoor sports (basketball, volleyball, etc.) are impacted by the lack of public gym space.

The Village will either need to develop the required amenities to support these activities or rely on other providers in the Palmetto Bay area. Adding a splash pad is an alternative to building an actual swimming pool but it will not provide the opportunity for actual aquatic programs.

- Develop operations plans for each of the major parks and recreation facilities in the Village including:
  - Coral Reef Park
    - Recreation Room/Facility (new)
  - Palmetto Bay Park
    - Recreation Room
  - Thalatta Estate
  - Ludovici Park
    - Community Room
  - Perrine Community House
- This needs to include safety and security concerns and an emergency action plan (EAP).
- Ensure that there are current operational and management agreements in place for any facilities that are being contract operated.
- Thalatta Estate is an outstanding facility for events but the ability for this facility to maximize its full potential would be significantly enhanced if indoor event space could be added to the back of the building. Completing a feasibility study to

investigate the viability of adding indoor space should be completed in the future.

- A lack of parking at Thalatta Estate, Ludovici Park and Perrine Community House impacts the use of these facilities. Developing additional on-site parking is not possible but utilizing shared parking opportunities with other entities will need to continue and should be expanded if possible.
- Parks and Recreation should complete an athletic field capacity analysis to determine the accepted level of use for existing fields. Establish an annual hourly level of use ceiling for fields to minimize turf damage and keep fields usable.
- All playgrounds in the Village should be on a replacement schedule that ensures that there is a system in place for keeping playgrounds safe and usable.
- Establish clear priorities of use for the larger parks and buildings (new Coral Reef recreation room, Palmetto Bay recreation room, Ludovici community room) by time of day, day of week, and season the year to ensure that the parks and spaces are being used to their full potential and meet the goals of the amenities and programs. Priorities should include drop-in use, programs, and rentals.

RECREATION FACILITIES RECOMMENDATIONS SUMMARY

- Develop the required amenities to support community desired recreation activities or rely on other providers in the Palmetto Bay area.
- Build off existing policies and procedures to develop formal operations plans for each of the major parks and recreation facilities in the Village.
- Have current operational and programming agreements in place for all facilities that are being contract operated.
- Complete an athletic field capacity analysis to determine the accepted level of use for existing fields.
- Determine funding mechanisms for capital development and operations.

RECOMMENDATIONS FOR OPERATIONS AND MAINTENANCE

Critical to having strong management and operations of recreation programs, services, and facilities; is having a strong staffing, maintenance, budgeting, policies and procedures, and marketing measures in place. The following are specific recommendations for these areas.

Staffing

- Currently Parks and Recreation has only an adequate level of staffing for operations, maintenance, and recreation programming. However, if there is a desire to increase the level of maintenance and operations at existing parks, add new parks and park amenities, or recreation programming is expanded, then further staffing will be required.
- Establishing a formal staffing philosophy for Parks and Recreation will be important. This should be tied to levels of service for parks and facilities as well as for recreation programs (existing or new). It should also reflect what operations and programming tasks will be contracted to other organizations or providers.
- Review all job descriptions for full-time and part-time staff to ensure that they adequately reflect the actual duties of each position.

- Formalize a staff succession plan to plan for the inevitable turnover in key staff positions over time.
- Critical to the long-term success of parks and recreation staffing is a commitment to staff training and ultimately certification when appropriate. Developing a formal annual training program is important.
- A comprehensive staff manual should be developed that builds off Village policies and procedures.
- The Village may want to consider establishing a Park Ranger program with two full-time rangers. This may need to be augmented with part-time staff as well. These positions could assist with customer service issues, rules enforcement, safety and security concerns, and even opening and closing of parks.
- Most parks and recreation agencies that have a significant number of athletic fields, establish an athletic fields maintenance crew the focuses on this aspect of parks maintenance. This does not have to be the crew's sole job function, but they should have the specific knowledge and experience to complete this work. Designating two of the existing Parks Maintenance Workers for this role should be considered.
- There should be at least two Certified Playground Safety Inspectors (CPSI) in the Parks and Recreation Department in the next year. This is simply certifying existing staff with no additional staff needed. This could also be a contracted service.
- Consider adding a facilities maintenance crew (1-2 staff) within Parks and Recreation to enhance indoor facility maintenance.

Maintenance

- The maintenance of parks and recreation facilities is currently at a high level and the Village needs to commit to continuing this level of service in the future.
- Parks and Recreation needs to develop a comprehensive maintenance management plan for parks and facilities as a whole. This needs to include specific maintenance functions that need to occur, their frequency, method(s) for delivery, required resources, and tracking of work and budget. This plan should also have a specific focus on preventative maintenance and should include not only the growing environment but also buildings and structures as well. Ideally each major park or recreation facility should have its own maintenance plan that is specific to that location.
- Once the maintenance management plan is in place, the process needs to continue to develop to the next level where actual time and resource allocations are utilized to validate the plan that is in place. This could take several years until enough real-world numbers (number of hours spent per park/building and per maintenance function as well as actual costs for each park for supplies and contracted services) are available to adjust the existing standards. From this, specific benchmark standards can be determined (cost per acre, per square foot, etc.). This will require a maintenance management software system.
- Develop an asset management plan and lifecycle replacement schedule for all Village parks and recreation facilities with provisions for a yearly update.
- There should also be a detailed deferred maintenance list for all Village owned parks and recreation facilities that prioritizes needed improvements per facility and overall.

- Most parks and recreation agencies strategically contract for some maintenance services in addition to providing staff led maintenance. Parks and Recreation, with minimal staffing levels, should complete an analysis of which additional parks maintenance services could possibly be contracted. This should include the possibility of contracting for restroom cleaning on a daily basis.
- Formal park/facility inspections should be completed on a bi-weekly basis.
- Staff schedules, maintenance plans, tracking of inventories, facility inspections and actual maintenance time and materials records should be fully automated with the ability to make entries from the field on tablets or other hand-held devices.

Budgets

- Establish clear staffing and operational budget requirements for Parks and Recreation to support maintenance, operations, and the program plan.
- Utilizing the asset management plan and lifecycle replacement schedule for parks and recreation facilities, a 5-year capital improvement plan (CIP) should be developed and updated annually. This will need to be fully funded to keep from developing an ever-expanding list of deferred maintenance issues.
- Sound financial practices require good budget monitoring procedures and strong record keeping. The operational budgets need to continue to be monitored on at least a monthly basis with any possible deviations or modifications noted at that time.
- For any budget accounts where there are direct revenues associated with costs (recreation programs and facilities), revenues should be linked and shown with expenses to determine a true net cost.
- Rates of compensation for part-time staff will likely need to have significant increases over the next five years to attract and keep staff.
- Parks and Recreation needs to establish a formal recreation fee philosophy and a supporting policy to guide the fee process and provide a rational reason for establishing specific fees for service. There should be fee increases for most programs, services, and rentals at least every two years.
- Strong consideration should be given to eliminating the surcharge for the use of credit cards as a form of payment for parks and recreation services as this discourages their use and makes the collection of funds more difficult and time consuming. Most services should be available for on-line sign up which eliminates much of the staffing requirements for this function.
- It must be recognized that recreation is a discretionary use of an individual's time and money and as a result there needs to be an adequate budget and staff commitment to marketing and promotions on an annual basis.
- Parks and Recreation should utilize the quarterly Managers Report to complete a comprehensive annual report for all aspects of parks, facilities, and recreation operations. There should be an annual report that succinctly summarizes yearly financial statistics and utilization rates and compares them with previous years. Each area should utilize the same format and the information should be available in a single document for the Village.

Policies and Procedures

- There needs to be standard operating procedures for Parks and Recreation as a whole and for individual parks and facilities.
- It is critical to have safety and security measures in place for all parks and facilities as well as an emergency action plan (EAP).
- It is absolutely essential that Parks and Recreation utilizes a software program for all recreation program registrations, point of sale transactions, rentals, scheduling and other functions. This should be tied to the Village's financial system for easy integration.
- Develop an athletic field use policy to determine priorities of use, use requirements and fees for use.
- It is important that Parks and Recreation establishes a continuity plan that covers possible interruptions of operations from natural disasters, pandemics, terrorist acts or other conditions.
- Current agreements for all contract service providers should be in place.
- The department needs to develop a diversity, equity, and inclusion policy (DEI).
- Key performance metrics for parks/facility maintenance and recreation services are not present and are necessary for tracking purposes.

Marketing

- Parks and Recreation needs to focus on improving and expanding its marketing efforts. This requires the development of at least a basic yearly marketing plan that reflects the priorities of the organization. The focus of the plan should include:
  - Integrating the promotional efforts that are in place for Thalatta Estate for general parks and recreation services.
  - The unique parks and recreation facilities that are available to the residents of the community.
  - Promoting the recreation programs and services that are available by not only Village staff but by contract providers.
  - That Parks and Recreation serves all age groups, interests, and backgrounds.
- There should be an every other year (in-house and on-line) survey of parks and recreation users' needs and concerns. This survey should gather opinions regarding maintenance, staff, programs and services, and future needs.
- Parks and Recreation should have a branded web page that is accessible from the Village web page or independently.
- Development of a 3 time a year digital parks and recreation programs and services brochure should be strongly considered.
- Designating one full-time staff member as the coordinator for marketing will be important.

OPERATIONS AND MAINTENANCE RECOMMENDATIONS SUMMARY

- Establish a formal staffing philosophy for Parks and Recreation.
- Review and update job descriptions for full-time and part-time staff.
- Formalize a staff succession plan.
- A comprehensive staff manual should be developed.

- Consider establishing a Park Ranger program as well as an athletic field maintenance crew. Also consider adding a facilities maintenance crew.
- Develop a comprehensive maintenance management plan for parks and facilities overall, as well as for individual amenities.
- Develop an asset management plan and lifecycle replacement schedule for all Village parks and recreation facilities.
- Complete a detailed deferred maintenance list for all Village owned parks and recreation facilities.
- Establish clear staffing and operational budget requirements for Parks and Recreation.
- A 5-year capital improvement plan (CIP) should be developed and updated annually.
- Establish a formal recreation fee philosophy and a supporting policy to guide the fee process.
- Complete an annual report for all aspects of parks, facilities, and recreation operations.
- Have safety and security measures in place for all parks and facilities.
- Utilize a software program for all recreation program registrations, point of sale transactions, rentals, scheduling and other functions.
- Develop an athletic use field policy to determine priorities of use, use requirements and fees for use.
- Develop a basic marketing plan that reflects the priorities of Parks and Recreation.
- Develop a branded web page that is accessible from the Village web page or independently.
- Develop 3 times a year digital parks and recreation programs and services brochure.

8

DESIGN PRINCIPLES

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8.1 GUIDING FRAMEWORK

The Village of Palmetto Bay Villagewide Parks Master Plan establishes a guiding framework for the design and development of the Village's parks. These design principles are intended to guide future park design decision-making and serve as a reference for the evaluation of parks designs. These guiding design principles are as follows.

PARK SUSTAINABILITY

New construction and rehabilitation of Village of Palmetto Bay Parks will be based on accepted sustainable design and sustainable construction practices and will include as a minimum the following principles:

- Protection, enhancement, and sustenance of the natural environmental resources of existing and new parks through:
  - Best possible utilization of the recreational land resources of the Village of Palmetto Bay
  - Use of best operational practices for the upkeep and maintenance of park facilities
- Rational Use of Water Resources
  - Adequate storm water design to limit the disruption of natural hydrology by reducing impervious cover and increasing on-site infiltration
  - Efficient use of water through landscaping practices such as the use of native species and xeriscaping with drought-resistant plants
  - Efficient design of irrigation systems to maximize available water resources, using captured rain water or recycled water wherever possible
- Reducing Urban Heat Island Effect
  - Use of low-albedo materials in paved surfaces
  - Provision of adequate shade for paved surfaces
- Park Energy Efficiency
  - Implement energy-efficient lighting that, in keeping with CPTED standards, reduces the risks associated with potential park evening use
  - On-site power generation for lighting where possible and economically feasible

PARK BUILDING DESIGNS

Designs of Village of Palmetto Bay new park buildings will meet, wherever possible and economically feasible, the highest standards of sustainable building design as identified by the United States Green Building Council (USGBC) Leadership in Energy and Environmental Design Green Building Design and Construction. Given the varied nature of the buildings, the following is recommended by the Plan:

- Buildings under 10,000 square feet of new or existing construction will meet the requirements of sustainable designs
- Buildings over 10,000 square feet of new construction area will be built to be eligible for United States Green Building Council Silver LEED Building Certification

BEST PARK LANDSCAPE PRACTICES

Landscapes for the Village of Palmetto Bay will be of the highest quality and will provide Village park users with a healthy, enjoyable, and sustainable environment. Landscape design will reflect and incorporate practices that conserve water, reduce nutrient loading, minimize costs, and sustain plant life. The Villagewide Parks Master Plan recommends the following principles for landscape design.

- Provide for the use of native, drought- tolerant, low-maintenance

plant materials

- Encouraging cooling through the provision of shade and channeling of breezes
- Promote sustainable development by implementing leading-edge programs and technologies for pollution control, resource conservation, and ecosystem monitoring, research and enhancement

PARK ACCESSIBILITY

Maximize public access and use of park lands and activities by:

- Providing for parks that are physically, visually, and universally accessible for all ages and physical abilities
- Providing for parks that act as central community spaces
- Providing for user comfort through the inclusion of substantial shaded areas and the protection of cover over all children playground areas.

PARK SIGNAGE

Signage on all Village of Palmetto Bay parks shall be uniform in design and appearance and meet the following signage requirements:

- Identification: Park identification signs
- Direction: Directions to park users identifying location of activities and other requirements
- Regulation: Park use regulation signs
- Information: Park history and name origin information

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The designs of all Village of Palmetto Bay parks will adhere to the principles of CPTED and provide for the five basic elements of CPTED:

- **Natural Surveillance:** Keeping intruders under observation and creating visual connections to prevent unacceptable and unlawful activities from taking place. This is the much-mentioned concept of "eyes on the street" to control activities, intruders, and users. The adequate location of activities within the park; the location and definition of open spaces; lighting and landscape; all play a major role in creating natural surveillance of public and private areas and is a basic principle of "defensible space". Additionally, natural surveillance addresses the elimination of built environment elements that facilitate hiding, block visibility, or provide for unsafe conditions.
- **Natural Access Control:** Careful location of entrances and exits, using fences, gates, shrubs, access control devices, control, or limit access to potential target areas and to delineate to intruders and offenders that there is a risk in selecting this place as a target. Using physical means including locks and fences, provides a supplement to other access control devices.
- **Territorial Reinforcement:** Creates a clear delineation of space and separates the dedicated space from non-legitimate users. This element is often accomplished using landscaping, hardscape, fencing, signage, creative artwork, and seating. By utilizing these typical elements within the design of the facilities, the Village may increase safety within the parks, and also express additional community pride and ownership of the space.
- **Activity Support:** Places programs and activities in the shared location, so that individual participants become a part of the natural surroundings, providing natural surveillance by

committee. When spaces are perceived as safe, it increases the use of the park, increasing value and discouraging actions of non-legitimate users. Activity Support may be classified as active and passive efforts. Passive efforts include the use of design elements that attract patrons, such as parks, playgrounds, and community spaces. Active efforts include the use of scheduled elements, such as special events, programs, concerts, or organized grounds.

- **Maintenance:** Routine and preventative maintenance helps ensure spaces are able to serve their intended purpose. This allows for the continued use of spaces as originally intended. Regular maintenance is a demonstration that the park is cared for and discourages misuse by non-legitimate users.

ALIGNMENT WITH VILLAGE POLICIES

All new construction and park improvements shall be in alignment with Village of Palmetto Bay policies.

PARK DESIGN EXCELLENCE

The Village of Palmetto Bay will strive to provide park designs that incorporate the highest standards to meet user needs and have functional, creative and aesthetically pleasing designs that provide for enhanced public image and identity of the Village of Palmetto Bay recreational lands through the adequate linkage to surrounding urban fabric.

The following pages include recommendations for achieving design excellence for the future design and construction of Village of Palmetto Bay parks.

8. 2 INTRODUCTION TO DESIGN EXCELLENCE

The Plan is a design-driven document oriented to the enhancement and expansion of the Village's parks. The Village of Palmetto Bay Council, in its proactive participation in the development of the Villagewide Parks Master Plan, promoted the inclusion of descriptive concepts and actions to enhance not only the functionality of parks, but their aesthetics and relationship to the Palmetto Bay community.

The community survey carried out as part of the Plan identified a number of community priority investments in future Village park improvements and design. Some of these priority items are included below:

- Smaller Neighborhood Parks/Pocket Parks
- Outdoor Fitness Equipment/Courses
- Community Centers/Recreation Centers
- Pickleball Courts
- Splash Pads
- Labyrinths

As a guiding document the Villagewide Parks Master Plan addresses the inclusion of these venues and to promote their excellence in design as a guide to future park designers implementing the specific park designs included as part of the Master Plan. Examples are presented to illustrate the design intent for the future venues to be included in each park. Highlighted as well is the need to create cross-generational, multi-use spaces and areas to expand the reach of the park system and provide a day-long utilization of the Village's Park resources: seniors in the working hours, children in the afternoons, young adults in the evenings. Presented in the following pages are examples of park design venues to promote functionality and excellence in future Village park designs.

SMALLER NEIGHBORHOOD PARKS/POCKET PARKS

A small neighborhood park, also referred to as a "pocket park," are passive parks embedded within the community, utilized for more passive recreational needs. These open spaces are intended to be easily accessible to the surrounding community and prioritize connectivity for pedestrians.

The smaller neighborhood parks shall be visible from the street and surrounding residential uses, prioritizing safety, and security. Given the passive nature of these parks, the most intensive use to be programmed within the sites are small children's playgrounds, and they do not typically include sports-related activities, such as basketball courts/baseball fields.

Smaller neighborhood parks are intended to provide green space for the neighborhood at-large, and not utilized by the overall urbanized area.

The placement and character of these open spaces are meant to fill the gaps in open space around the community, safely providing a park within the 10-minute walk for most Village residents.

















OUTDOOR FITNESS EQUIPMENT/COURSES

The integration of exercise stations with the walking paths of the park, the landscape surrounding the exercise stations, and the quality of the covered structures create an attractive, enticing environment to stop and exercise. The exercise stations are open and highly visible from the streets and the pedestrian paths. Attention to Crime Prevention Through Environmental Design (CPTED) principles shall be incorporated into the design of these amenities.

Outdoor exercise stations may serve a multitude of age groups. They should be integrated into the walking paths to create distinct spaces within the park design. The selection of well-designed, durable, minimal-maintenance exercise equipment is critical to limit replacement and maintenance costs.

COMMUNITY CENTERS/RECREATION CENTERS

Community centers play a pivotal role in fostering a sense of belonging and unity among residents by offering extensive services and activities for the surrounding neighborhoods. As municipalities invest in these facilities, they recognize their potential to promote public health, well-being, and social cohesion among diverse populations.

In response to the evolving landscape of recreation programming, it is crucial to design community centers that can adapt flexibly to changing trends and demands in parks and recreation. By incorporating versatile spaces and multi-purpose areas, these centers can accommodate a wide range of activities and events while remaining responsive to future needs.

Additionally, community centers must cater to various generations and age groups, considering the specific recreational needs of both aging populations and children. This inclusive approach ensures that centers can provide engaging, age-appropriate activities for all residents.

By prioritizing adaptability, inclusivity, and multi-generational appeal, community centers can serve as vital hubs for recreation, social interaction, and community-building. These centers, in turn, contribute to the overall quality of life and well-being of residents.















PICKLEBALL COURTS

Pickleball is increasingly popular in park design due to its accessibility for various ages and skill levels. Park designers are incorporating pickleball courts in several ways:

- **Multi-use Courts:** Parks may include flex-use courts accommodating pickleball, tennis, and other sports by using adjustable or removable nets and different striping.
- **Dedicated Facilities:** High-demand areas can feature dedicated pickleball complexes with multiple courts, seating, and amenities for players and spectators.
- **Adaptive Reuse:** Underutilized tennis /handball or basketball courts can be repurposed into pickleball courts, requiring minimal space and equipment investment.
- **Lighting and Accessibility:** Courts with proper lighting allow extended play hours, while incorporating accessibility features like ramps and benches caters to all players.

Incorporating pickleball courts into park designs allows planners to meet diverse recreational needs, enhancing parks' overall appeal and usability

SPLASH PADS

Trends in splash pad design for parks focus on creating engaging, inclusive, and sustainable water play areas for diverse user groups:

- **Themed Designs:** Stimulate children's imaginations with visually appealing themes like nature or ocean.
- **Interactive Elements:** Enhance user experiences through movable nozzles, levers, and buttons for active play.
- **Inclusive Play:** Design accessible surfaces and features, promoting experiences for all ages and abilities.
- **Integrated Seating and Shade:** Provide seating, shaded spots, and nearby amenities for a comfortable environment.
- **Year-round Functionality:** In colder regions, incorporate features convertible into dry playgrounds or other recreational spaces.

These trends aim to create engaging, inclusive, and sustainable water play areas that enhance the appeal and usability of parks and recreational spaces















LABYRINTHS

Labyrinths in parks and open spaces offer unique experiences that blend recreation, relaxation, and introspection. They serve various purposes including the following:

- **Meditation and Relaxation:** Labyrinths provide a serene environment for walking meditation and contemplation, promoting mindfulness.
- **Artistic Expression:** Diverse labyrinth designs, materials, and landscaping add visual appeal and artistic elements to parks.
- **Education:** Interpretive signs or guided tours can teach visitors about the labyrinth's history, culture, and meditation's importance.
- **Community Engagement:** Labyrinths can host community events, workshops, or group meditation sessions, fostering social connections.
- **Recreation and Play:** Labyrinths offer a unique recreational experience for all ages, with children enjoying the challenge of navigating the paths.

Incorporating labyrinths into parks and open spaces enables planners and designers to create multi-functional environments catering to the community's diverse needs and interests.

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PREPARED BY:



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RESOLUTION NO. 2019-104

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO PARKS AND RECREATION; APPROVING THE PROPOSED MASTER PLAN COMPONENTS FOR PALMETTO BAY PARK ON AN ITEM BY ITEM BASIS FROM RECOMMENDATIONS LISTED HEREIN; PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Administration)*

WHEREAS, following a series of public meeting and the offering of input by Village of Palmetto Bay citizenry regarding proposed revisions to the existing Palmetto Bay Park Master Plan, a summary identifying recommendations was compiled for subsequent reviews and approvals; and

WHEREAS, pursuant to a comprehensive presentation of the all components and/or items recommended for the newly proposed Palmetto Bay Park Master Plan on April 22, 2019, the Village Council direct the Manager to schedule a final review and consideration for approval, on an item by item basis for finalization of the subject Master Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF PALMETTO BAY, FLORIDA, THAT:

Section 1. The following recommendations shall be reviewed and considered for approval for incorporation into the Palmetto Bay Park Master Plan on an independent, item-by-item basis, with those approved formally becoming a part of the 2019 Palmetto Bay Park Master Plan:

a. Splash Pad
b. Enhanced Landscaping
c. Pine Tree Preserve
d. New Walkways
e. Sensory Garden
f. ADA Restroom
g. Expanded Recreation Building
h. Labyrinth

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i. Improved Skate Park
j. New Fence
k. Expanded Basketball Courts
l. Storage

Section 2. This Resolution shall take effect immediately upon its adoption.

PASSED and **ADOPTED** this 1st day of July 2019.

Attest:

DocuSigned by:
Missy Arocha
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Missy Arocha
Village Clerk

DocuSigned by:
Karyn Cunningham
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Karyn Cunningham
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY, FLORIDA ONLY:

DocuSigned by:
Dexter W. Lehtinen
1B1D86E71321445...

Dexter W. Lehtinen
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore YES

Council Member David Singer YES

Council Member Marsha Matson YES

Vice-Mayor John DuBois YES

Mayor Karyn Cunningham YES

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RESOLUTION NO. 2023-60

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO PARKS AND RECREATION; FORMALLY ADOPTING THE 2023 PARKS MASTER PLAN AS PRESENTED BY BERMELLO, AHAMIL AND PARTNERS; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Parks & Recreation Director, Fanny Carmona)*

WHEREAS, the Village of Palmetto Bay's first Parks Master Plan was adopted in 2008, and to date the majority of its recommendations have been completed; and

WHEREAS, industry standard dictate a revised and/or updated master plan periodically in order for the plan to reflect current standards and opportunities; and

WHEREAS, Mayor and Council desires to effectuate growth and enhancement within the Village's highly rated park system for the continued use and enjoyment of its residents; and

WHEREAS, through extensive public outreach during the past year, the Parks, and Recreation Department in coordination with Bermello Ajamil and Partners have identified the recreational needs and wants of our community; and

WHEREAS, the newly developed Parks Master Plan will serve as the guide/roadmap for the next ten to fifteen years; and

WHEREAS, it is recommended that the 2023 Parks Master Plan, as presented and prepared by Bermello Ajamil and Partners, be officially adopted/approved by the Village Council.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF PALMETTO BAY, FLORIDA, THAT:

Section 1. The Village Council hereby approves and formally adopts the 2023 Parks Master Plan as presented by Bermello, Ajamil

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and Partners as an advisory document for the Village Council and the Manager.

Section 2. The Village Manager is hereby authorized to use this document as a guide and/or roadmap for the enhancement of park and recreation amenities and opportunities as further authorized, when necessary, by the Village Council under current fiscal guidelines.

Section 3. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 11th day of September 2023.

ATTEST:

DocuSigned by:
Missy Arocha
Missy Arocha
Village Clerk

DocuSigned by:
Karyn Cunningham
Karyn Cunningham
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

DocuSigned by:
John C. Dellagloria, Esq.
John C. Dellagloria
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore	YES
Council Member Steve Cody	YES
Council Member Marsha Matson	YES
Vice-Mayor Leanne Tellam	YES
Mayor Karyn Cunningham	YES

AGENDA ITEM NO. 14.D

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE: May 5, 2025

SUBMITTED BY: Missy Arocha, Village Council

ITEM TYPE: Resolution

AGENDA SECTION: RESOLUTIONS WITH PUBLIC COMMENT

SUBJECT: A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, RELATING TO ENVIRONMENTAL RESILIENCY, DIRECTING THE VILLAGE MANAGER TO NEGOTIATE WITH FAIRCHILD TROPICAL BOTANICAL GARDEN FOR THE PURPOSE OF ESTABLISHING A NEW MILLION ORCHID PROJECT TO RESTORE RARE AND ENDANGERED NATIVE ORCHIDS TO PALMETTO BAY SCHOOLYARDS, ROADWAYS, PARKS, AND OTHER PUBLIC SPACES; TO REPORT THE RESULTS OF HIS NEGOTIATION TO THE VILLAGE COUNCIL AT THE NEXT REGULAR MEETING; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

SUGGESTED ACTION:

ATTACHMENTS:
Reso-Million Orchids Project
Exhibit A-Million Orchids Project

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, RELATING TO ENVIRONMENTAL RESILIENCY, DIRECTING THE VILLAGE MANAGER TO NEGOTIATE WITH FAIRCHILD TROPICAL BOTANICAL GARDEN FOR THE PURPOSE OF ESTABLISHING A NEW MILLION ORCHID PROJECT TO RESTORE RARE AND ENDANGERED NATIVE ORCHIDS TO PALMETTO BAY SCHOOLYARDS, ROADWAYS, PARKS, AND OTHER PUBLIC SPACES; TO REPORT THE RESULTS OF HIS NEGOTIATION TO THE VILLAGE COUNCIL AT THE NEXT REGULAR MEETING; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

WHEREAS, "South Florida was once an orchid paradise, with a rich variety of tropical orchids growing naturally on the branches of every tree," according to the Fairchild Tropical Botanical Garden ("Fairchild") Million Orchid Project overview, but development and urbanization caused the population of native orchids to decline precipitously; and,

WHEREAS, from 2015 until the present, Fairchild has offered a unique project to focus on public landscapes and involve local communities and schools in restoring rare and endangered native orchids at schools, on street trees, and in parks; and,

WHEREAS, in 2015, the Village contracted with Fairchild to install orchids in Palmetto Bay through its Million Orchids Project; and,

WHEREAS, in Resolution 2015-99, the Village Council voted unanimously to hire a landscaping company to work on the S. Dixie Highway median islands in conjunction with a grant from the State of Florida; and,

WHEREAS, Fairchild instructed volunteers from the Biotech School and Wells Fargo how to install the orchids on the S. Dixie Highway median islands, but the Project was suspended and never revived due to concerns about liability for volunteers, Hurricane Irma, Village staff leaving, and Covid; and,

WHEREAS, the orchids placed in S. Dixie Highway median island trees at that time are thriving, and Fairchild officials have indicated that they regard these orchids as an in-kind project without expectation of payment for them; and,

WHEREAS, on March 31, 2025, the Million Orchid Project was presented to and unanimously recommended by the Tree Advisory Board for Council approval; and,

WHEREAS, residents and Fairchild have expressed interest in establishing anew the Million Orchid Project in the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF PALMETTO BAY, FLORIDA, THAT:

Section 1. That the above recitals are incorporated as if set forth in full.

Section 2. To further its goal of environmental resiliency, the Village Council directs the Village Manager to negotiate with Fairchild Tropical Botanical Garden for the purpose of establishing the Million Orchid Project to restore rare and endangered native orchids to Palmetto Bay schoolyards, roadways, parks, and other public spaces, and to report the results of his negotiation to the Village Council at the next regular Council meeting.

PASSED and **ADOPTED** this 5th day of May, 2025.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____

John C. Dellagloria
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

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* of

D18 Public Works Village of Palmetto Bay

Contacts

Corrice E. Patterson, Director, Public Works Department → left
9495 SW 180th Street
Palmetto Bay, Florida 33157
Office: (305) 969-5011
Fax: (305) 969-5091
cpatterson@palmettobay-fl.gov

Luz Dominguez, Administrative Assistant, Public Services Department → left
9495 SW 180th Street
Palmetto Bay, Florida 33157
Office: (305) 969-5011
Fax: (305) 969-5091
ldominguez@palmettobay-fl.gov

Payment Schedule

5-year Partnership at $30,000.00 per year, totaling $150,000.00

Year 1 invoice sent August 11, 2016 for $30,000.00
*Follow up on September 12, 2016 if it has not been received by Finance.

Year 2 invoice – August 2017

Year 3 invoice – August 2018

Year 4 invoice – August 2019

Year 5 invoice – August 2020

Planting Schedule

Ceremonial plantings – April 22, 2016 and June 6, 2016, as part of their US1 beautification project. Orchids were planted in two medians along US1.

Outplantings – Summer 2017, 2018, 2019 and 2020 (Dates TBD) ↓ 2021

Dear Ms. Patterson:

This letter is transmitted to you on behalf of Fairchild Tropical Botanic Garden, Inc. ("Fairchild") and is intended to confirm and memorialize the expressed intention of the Village of Palmetto Bay ("the Village of Palmetto Bay") to participate in Fairchild's Million Orchid Project based on the terms and conditions set forth herein. Should these terms be acceptable, please execute this letter where indicated below and return to Fairchild via email and/or U.S. mail.

As you have been advised, the goal of Fairchild's Million Orchid Project is to facilitate the introduction of at least one million orchids into the South Florida urban landscape. Fairchild has been propagating seedlings of various rare orchid types native to South Florida, such as the Florida Butterfly Orchid and the Cigar Orchid, and it is looking for public and private partners to help it accomplish this goal. We are excited that the Village of Palmetto Bay has expressed interest in this exciting and transformative project, and we are looking forward to your participation.

In consideration for the Village of Palmetto Bay's agreement to make payment to Fairchild in the amount of $150,000.00, which is payable over five years in $30,000.00 increments, Fairchild will agree to provide the Village with sufficient seedlings to accommodate the Village's canopy and will use its best efforts to accommodate any reasonable request from the Village to provide it with additional orchids for its public areas and its residents. Although Fairchild is attempting to propagate a sufficient number of seedlings to accommodate all reasonable requests, it should be understood that Fairchild may need a reasonable period of time to accommodate all requests. In addition to providing the Village with orchids, Fairchild will also assist the Village's employees and residents in training them how to attach the orchids to trees and maintain them.

Fairchild understands that the payment of $30,000.00 each year is subject to appropriation by the Village Council each year. While it is the intent of the Village to appropriate such funds each year, legal constraints require a separate appropriation for each separate year.

Fairchild will be responsible for transporting the orchids to the Village and its designees, and it shall be the Village's responsibility to distribute and attach the orchids once they are received (subject to Fairchild's training of the Village and its residents). Fairchild is a not-for-profit corporation and is acting in furtherance of its corporate purpose in this project, and shall not be responsible for any property damage or personal injury which might somehow result of the operation of this program in the Village.

On behalf of the entire Fairchild community, we look forward to commencing this fabulous program in the Village of Palmetto Bay and beginning a mutually beneficial relationship of which we will all be proud.

Sincerely,

Nannette Zapata, Chief Operating Officer
Fairchild Tropical Botanic Garden

ON BEHALF OF THE VILLAGE OF Palmetto Bay, I AGREE TO THE TERMS AND CONDITIONS SET FORTH IN THIS CORRESPONDENCE.

(SIGNATURE BLOCK)

Edward Silva,
Village Manager

2/23/16
Date

PRE-CONSTRUCTION MEETING AGENDA

PROJECT: Village of Palmetto Bay – US-1 Highway Median Beautification Project FY 15-16

Date: January 8, 2016 Time: 1:00PM
Location: Public Services Facility

A. Sign In and Introduction:

B. Status of Contract:

Executed Contract –
Performance and Payment Bond –
Certificate of Insurance / Licenses / W9 –
Notice to Proceed Date-
Completion Date-

C. Subcontractors :

D. Contract Administration/Construction Observation:

a) Contract Administration-

- Village of Palmetto Bay
- Inspection of Work Progress

b) Construction Observation-

c) Pay Application / Invoice Submission –

d) Completion of Project and Close Out Documentation

E. Construction Operations:

a) Contractors Foreman / Supervisor-

b) Schedule & Hours of Operation –

c) Permits – FDOT and Palmetto Bay

d) Maintenance of Traffic (MOT)

e) Utility Locates

f) Site cleanup and restoration work shall be performed at the end of each work day
g) Materials storage
h) Maintain a Safe and Clean Work Site –

F. Safety
   a) The Contractor is solely responsible for worker safety

G. Warranty / Maintenance :

H. Orchid Installation:

I. Comments/ Questions :

→ Parks / Right away



GENERAL PROJECT INFORMATION:

Project Name: **The Million Orchid Project**

Project Type: **Conservation, research, and outreach**

Project Location: **The Village of Palmetto Bay**

Address: **9705 East Hibiscus Street, Palmetto Bay, FL 33157**

Proposed Project County: **Miami-Dade**

Proposed planting size: **50,000 orchids (mix of ground & tree species)**

Estimated Project Budget/ Costs: **$150,000 (5 yearly payments of $30,000)**

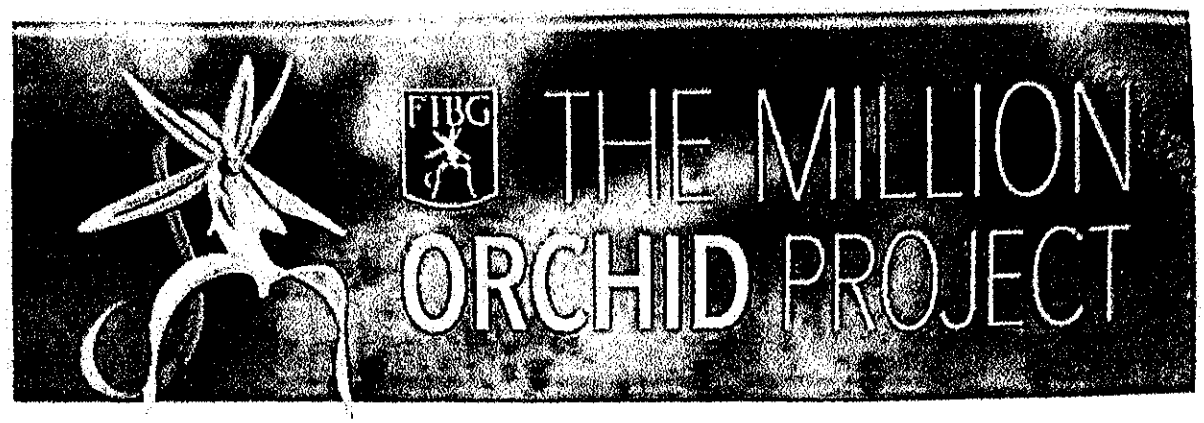
Project Timeline: **5 yrs.**

Site Contact Person(s): **Dionisio Torres; Yvonne Picado**

Site assessment completed (Yes/No): **No**

Comments: **Continuation of 2016 agreement**

Project Contacts:
Dr. Jason Downing; Fairchild Orchid Biologist; jdowning@fairchildgarden.org
Kevin Zatkovich; Orchid Specialist; kzatkovich@fairchildgarden.org



PROJECT OVERVIEW

South Florida was once an orchid paradise, with a rich variety of tropical orchids growing naturally on the branches of every tree. In the late 1800s, as the Florida East Coast Railroad extended southward, orchids were among the first natural resources to be exploited. Flowering orchids were ripped from the trees and packed into railroad cars, destined to be sold as disposable potted plants in northern flower shops. Orchid populations dwindled rapidly, and now our iconic native orchids exist in such small numbers that they have little hope of recovering on their own.

With the help of students, volunteers, and local communities, Fairchild Tropical Botanic Garden (Fairchild) is working to restore some of South Florida's rare and endangered orchid species into our urban landscape. For two years, the Micropropagation Laboratory at Fairchild, and K-12 schools in Miami, have been generating large quantities of native orchid plants from seed. We are now propagating eight species of native orchids with the goal to re-establish them within South Florida's landscapes, around schools, on street trees, and in city parks. The Million Orchid Project is unique in its scale, its exclusive focus on public landscapes, and its involvement of the local community from the beginning. Today, our region has countless suitable landscape trees for orchid reestablishment in schoolyards, roadways, and other public spaces. We expect to reestablish orchids in a wide variety of local urban settings, especially in the places where people live, work, and learn.

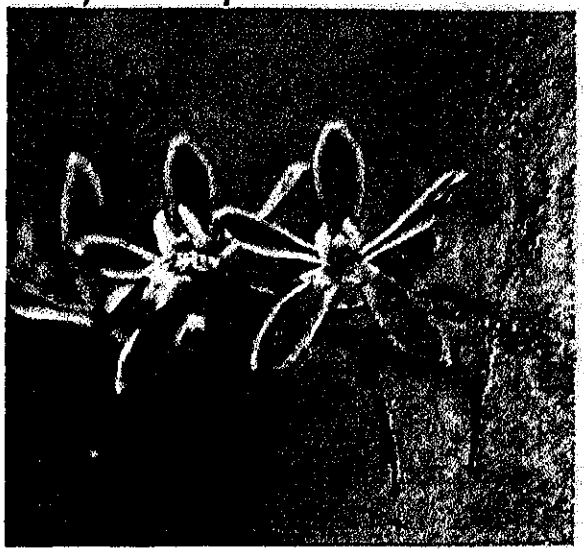
At its core, The Million Orchid Project is a massive science experiment that allows us to make important discoveries about how native orchids grow and reproduce. Additionally, the science of The Million Orchid Project may help us develop more general strategies for rescuing rare plants within a highly developed urban environment.

Tree orchids included but not limited to:

Cyrtopodium punctatum



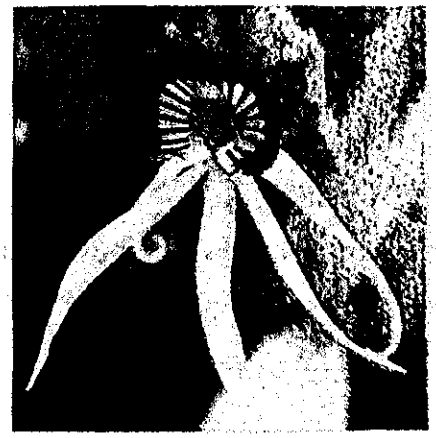
Encyclia tampensis



Epidendrum nocturnum



Procsthecea cochleata



Cyrtopodium punctatum (Florida cowhorn or cigar orchid)

Distribution: Florida to Mexico and south to Argentina
Flowering period: March-June

Growth habit: Grows on tropical hard wood trees. Native trees include buttonwood, live oak, bald cypress, and cabbage palm. A mass of cigar-like pseudobulbs can grow up to 1.5 meters across and an individual plant can produce more than 500 flowers. In Florida

this orchid is highly endangered. Intense collecting pressure during the last century has greatly impacted populations of this orchid and illegal collection continues to be a threat.

Encyclia tampensis (Florida butterfly orchid)

Distribution: Bahamas, Cuba, and Florida.
Flowering period: May-August with a peak in June.

Growth habit: In Florida this orchid grows on a wide variety of native trees including live oak, slash pine, red maple, gum, bald cypress, buttonwood, pop ash, and pond apple. Forms dense clusters along horizontal branches.

Orchid Installation Plan (3 yrs. - 3 phases):

Year 1 Site assessment and project planning: (September 2019)

- Reassessment of proposed sites- to be conducted by Fairchild Garden staff
- Preparation of proposal package (following new site assessment)
- Revise memorandum of understanding and/or contracts
- Schedule first planting or delivery
- Initiate formal plan for 3 yrs. distribution and installation schedule
- Recruitment of community members/volunteers for plantings

Recruitment to be coordinated by participating organizations

Year 2 plantings (Jun. –Nov. 2020; 10,000 orchids):

- Ceremonial planting (optional), typically 4hrs and 250 plants installed.
- Training of personnel by Fairchild garden staff.

Training will cover: installation, maintenance, and associated outreach and research opportunities.

- Plant distributions for year 2; typically 4-5 deliveries of 2000-2500 plants*
- Yearly site assessment to be completed by Fairchild staff

Year 3-5 plantings (Jun. –Nov. 2021-24; 10,000 orchids/year):

- Plant distributions for years 3-5; 3-4 deliveries of 250-500 plants*
- Yearly site assessments to be completed by Fairchild
- Year 5 develop long term goals

**Plants will be delivered by Fairchild Staff. Participants are responsible for the installation of all orchids following the initial ceremonial planting and training. Fairchild can provide installation for a fee $5 per plant.*

Selection of species and planting locations are subject to approval by Fairchild staff.

Ground orchids:

Bletia purpurea



Oncidium ensatum



Bletia purpurea (Pine pink)

Distribution: Florida, West Indies, Central America, and northern South America.

Flowering period: December to March

Growth habit: This orchid grows in open habitats or shade. *Bletia purpurea* is considered threatened in Florida.

Oncidium ensatum (Florida *Oncidium* or Dancing Lady)

Distribution: Tropical America, the Bahamas and extends into southern Florida.

Flowering Period: All year; primarily May- August

Growth habit: Found in terrestrial habitats of rich humus in relatively dry hammocks, or as epiphytes at the base of cypress trees in wet forests.

More species information available at: http://goorchids.northamericanorchidcenter.org

To: Honorable Mayor and Village Council

From: Edward Silva, Village Manager

Date: December 7, 2015

Re: US-1 Highway Median Landscape Bid Award (ITB No. 1415-11-05)

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO CONTRACTS; APPROVING THE AGREEMENT WITH PLANT PROFESSIONALS, INC., TO LANDSCAPE TWO MEDIANS ON US-1 HIGHWAY (STATEROAD 5); IN AN AMOUNT NOT TO EXCEED $136,752.30; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS:

The Village of Palmetto Bay was awarded a 2014 Florida Highway Beautification Council Grant in the amount of $485,000 from the Florida Department of Transportation. The scope of work included the removal of existing landscape and the installation of new landscape within the US-1 medians.

The remainder of the cost of this important beautification project will be funded through the special revenue "gas tax" funds. The Village was required to match this grant in the amount of $45,000.00.

The Procurement Division prepared an Invitation to Bid (ITB) to solicit proposals from landscape companies to remove and install two new landscaping medians on US-1/SR5 Highway. Plant Professionals, Inc., was selected as the most responsive, lowest bidder via Resolution No. 2015-99.

On November 5, 2015, staff met with the contractor. As a result of said meeting, the contractor returned with a reduced amount of $136,752.30, resulting in a cost savings of $15,309.90.

FISCAL/BUDGETARY IMPACT:
Funding for this project has been appropriated, as follows:

2014 Florida Highway Beautification Council Grant:	$ 45,000.00
Village Grant Match	$ 45,000.00
Special Revenue "Gas Tax" in FY 2015-16:	$ 46,752.30
Total Cost:	$136,752.30

RECOMMENDATION
Administration is requesting an approval from the Village Council to go into a contract agreement with Plant Professionals, Inc.

RESOLUTION NO. 2015-99

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO CONTRACTS; APPROVING THE SELECTION OF PLANT PROFESSIONAL, INC. TO LANDSCAPE TWO (2) MEDIANS ON THE US 1 HIGHWAY (STATE ROAD 5); AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO CONTRACT NEGOTIATIONS WITH SAID COMPANY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Village of Palmetto Bay was previously awarded a grant from the Florida Department of Transportation for highway beautification and plantings; and,

WHEREAS, on June 23, 2015 the Village Council approved the landscape design for two (2) medians on the US 1 Highway, located at SW 160th Street to SW 168th Street and Wayne Avenue to SW 183rd Street; and,

WHEREAS, the Village of Palmetto Bay's Procurement Office prepared and issued Invitation to Bid (ITB) No. 1415-11-05 for the purpose of soliciting proposals from qualified landscape companies for landscape removal and installation on two (2) medians on US 1, in accordance with the approved landscape design; and,

WHEREAS, three responses were received, and Plant Professional, Inc. was the lowest, responsible bidder, with a total bid price of $152,062.20; and,

WHEREAS, the Village wishes to select Plant Professional, Inc. to provide landscape removal and installation services to beautify the US 1 medians formerly identified.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The Village Council hereby approves the selection of Plant Professional, Inc. to provide landscape removal and installation services in response to ITB No. 1415-11-05.

Section 2. The Village Manager is authorized to negotiate a contract with said company in an amount not to exceed $152,062.20.

Section 3. This resolution shall take effect immediately upon approval.

PASSED and ADOPTED this 2nd day of November, 2015.

Attest: Meighan Alexander

Meighan Alexander
Village Clerk

Eugene Flinn
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY ONLY:

Dexter W. Lehtinen
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Karyn Cunningham	YES
Council Member Tim Schaffer	YES
Council Member Larissa Siegel Lara	YES
Vice-Mayor John DuBois	YES
Mayor Eugene Flinn	YES

AGREEMENT ("CONTRACT")
BETWEEN VILLAGE AND CONTRACTOR

THIS CONTRACTOR is dated as of the____ day of_____, in the year 20____, (which shall be the Effective Date of the Contract) by and between the Village of Palmetto Bay, (hereinafter sometimes called the VILLAGE"), and Plant Professionals, Inc. (hereinafter sometimes called the "CONTRACTOR").

Article 1. WORK.

CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The project includes landscaping improvements to two median areas located in the center of the north and south-bound lanes of US-1 Highway/State Road 5 in the general area from SW 160TH ST south to SW 183RD ST as identified in this proposal package (see Exhibit E). The first median begins at the intersection of US-1 Highway/State Road 5 and SW 160th Street and runs south to the intersection of SW 168th ST and US-1 Highway/State Road 5. The second median begins at the intersection of US-1 Highway/State Road 5 and Wayne Avenue and runs south to the intersection of SW 183rd Street Road and US-1 Highway/State Road 5.

Work under this contract shall consist of furnishing all equipment, materials, supplies, and manufactured articles and for performing all labor, work, or other operations required for the fulfillment of the contract in strict accordance to the contract documents. The work shall be complete, and all work, materials, and services not expressly shown or called for in contract documents, which may be necessary for the complete, and proper construction of the work in good faith shall be performed, furnished, and installed by the contractor as though originally so specified or shown, at no additional cost to the Village of Palmetto Bay, Florida.

The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

ES_____
MD_____

Article 2. CONTRACT TIME.

2.1 If awarded the Total Bid Work, the Work will be completed within 60 calendar days after the date when the Contract Time commences to run as provided in paragraph 2.50 of the General Conditions, and completed and ready for final payment in accordance with paragraph 2.15 of the General Conditions.

2.2 Liquidated Damages. OWNER and CONTRACTOR recognize that time is of the essence of this Contract and that OWNER will suffer financial loss and other damages if the Work is not substantially or finally complete within the time specified in paragraph 2.1 above, plus any extensions thereof allowed in accordance with 5.17 of the Technical Specifications. They also recognize the expense and difficulties involved in proving in a legal or arbitration preceding the actual loss suffered by OWNER if the Work is not substantially or finally complete on time. CONTRACTOR acknowledges and agrees that the actual delay damages which OWNER will suffer in the event of delay in achieving Substantial Completion or Final Completion of the Work are difficult, if not impossible, to determine and that the liquidated damages described herein are a fair and reasonable estimate of the delay damages which the OWNER is expected to suffer in the event of such delay. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree, that as liquidated damages for delay (but not as a penalty), CONTRACTOR shall pay OWNER Seven Hundred and Fifty 00/100 dollars ($750.00) for each day that expires after the time specified in Paragraph 2.50 for Final Completion until the Work is complete. Liquidated damages shall be deducted from the CONTRACTOR's Applications for Payment. However, if at the time of the CONTRACTOR's Final Application for Payment, CONTRACTOR is owed insufficient amounts to fully cover the deduction for liquidated damages, then CONTRACTOR shall pay any amount due within 10 days of written demand by OWNER.

Article 3. CONTRACT PRICE.

3.1 The CONTRACTOR warrants by virtue of bidding that prices quoted shall remain fixed and firm during the term of this contract.

ES_____

MD_____

3.2 The estimated expenditure for this contract is listed below. This is the price quoted by the CONTRACTOR; however, the Village may increase or reduce the amount of this contract based on availability of budgeted funds.

Contract Price: $136,752.30

Contract Price (in words): One Hundred Thirty Six Thousand Seven Hundred and Fifty Two with Thirty Cents.

Article 4. PAYMENT PROCEDURES.

All invoices should show purchase order number and be sent to: Village of Palmetto Bay, Public Works Department, 9705 E Hibiscus Street, Palmetto Bay, FL 33157. In accordance with Florida State Statutes, Chapter 218, payment will be made within 45 days after receipt of services and a proper invoice. The Village cannot make advance payments, make deposits in advance of receipt of goods, or pay C.O.D. Bidders should state any payment discount in the space provided on the proposal form.

Vendor shall submit invoices on or about the first of each month for work completed in the previous month under provision of this Contract. Progress payments will be on account of Unit Price Work and will be based on the number of units completed.

At least ten days before the date established for each progress payment (but not more often than once a month), Vendor shall submit to Village for review covering the work completed as of the date of the invoice and accompanied by any supporting documentation.

The VILLAGE may retain ten (10) percent of the amount of each payment until final completion and acceptance of all Work covered by the Contract Documents for construction projects. On completion and acceptance of a part of the Work on which the price is stated separately in the Contract Documents, payment may be made in full, including retained percentages, less authorized deductions. The ten percent (10%) retainer shall be retained by the Owner until final completion and acceptance of the work by the Grants Coordinator and Florida Department of Transportation. Any interest earned on the retainage shall accrue to the benefit of the VILLAGE. For contracts not exceeding $100,000.00 a (10%) percent retainage will not be withheld.

ES_____
MD_____

Village will, within five days after receipt of invoice, either indicate if invoice has been recommended for approval or return the invoice to Vendor indicating Village's reasons for refusing to recommend for payment. In the latter case, Vendor may make the necessary corrections and resubmit the invoice. After the presentation of the invoice to the Village the amount recommended will become due and when due will be paid by the Village to the Vendor.

Village's recommendation of any payment requested in an invoice will constitute a representation by Village, based on Village's on-site observations of the executed Work and on Village's review of the invoice and the any accompanying documentation, that to the best of the Village's knowledge, information and belief:

1. The Work has progressed to the point indicated.
2. The quality of work is generally in accordance with the contract documents (subject to an evaluation of the Work as a functioning whole prior to or upon substantial completion, to a final determination of quantities and classifications for unit price work and to any other qualifications stated in the recommendation), and
3. The conditions precedent to CONTRACTOR's being entitled to such payment appears to have been fulfilled in so far as it is the Village's responsibility to observe the work. However, by recommending any such payment, the Village will not thereby be deemed to have represented that: (i) exhaustive or continuous on-site inspections have been made to check the quality of the quantity of work beyond the responsibilities specifically assigned to the Village in the contract documents or (ii) that there may not be other matters or issues between the parties that might entitle CONTRACTOR to be paid additionally by the Village of Palmetto Bay, Florida or entitle the Village to withhold payment to CONTRACTOR .
4. Village's recommendation of any payment, including final payment shall not mean that the Village is responsible for CONTRACTOR's means, methods, techniques, sequences or procedure of construction, or the safety precautions and programs incident thereto, or for any failure of CONTRACTOR to comply with Laws and Regulations applicable to the furnishing or performance of Work, or for any failure of the CONTRACTOR to perform or furnish Work in accordance with the Contract Documents.

BS_____
MD_____

5. Village may refuse to recommend the whole or any part of any payment if, in the Village's opinion, it would be incorrect to make the representations to the Village of Palmetto Bay. Village may also refuse to recommend any such payment or because of subsequently discovered evidence or the results of subsequent inspections, nullify any such payment previously recommended to such extent as may be necessary in Village's opinion to protect the Village of Palmetto Bay from loss because:

6. The Work is defective, or completed Work has been damaged requiring correction or replacement,
7. The Contract Price has been reduced by Written Amendment or Change Order,
8. The Village of Palmetto Bay, FL has been required to correct defective Work or complete Work, or,
9. The Village has actual knowledge of the occurrence of any of the events such as:
   (i) If the CONTRACTOR persistently fails to perform the work in accordance with the contract documents (including, but not limited to, failure to supply sufficient skilled workers or suitable materials or equipment or failure to adhere to the progress schedule established),
   (ii) If the CONTRACTOR DISREGARDS laws or regulations of any public body having jurisdiction;
   (iii) If the CONTRACTOR otherwise VIOLATES in any substantial way provisions of the Contract Documents;
10. The Village of Palmetto Bay, Florida may refuse to make payment of the full amount because:
   (i) Liens have been filed in connection with the Work, except where CONTRACTOR has delivered a specific Bond satisfactory to the Village to secure the satisfaction and discharge of such Liens.
   (ii) There are other items entitling the Village to a set-off against the amount recommended, or
   (iii) But the Village must give CONTRACTOR immediate written notice stating the reasons for such action and promptly pay CONTRACTOR the amount so withheld, or any adjustment thereto agreed to by the Village and CONTRACTOR, when CONTRACTOR corrects to the Village's satisfaction the reasons for such action.

Article 5. **INTEREST.** Not Applicable

ES_____
MD_____

Article 6. CONTRACTOR'S REPRESENTATIONS.

In order to induce OWNER to enter into the Contract, CONTRACTOR makes the following representations:

7.1. CONTRACTOR has thoroughly and to its full satisfaction familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state and local laws, ordinances, rules and regulations that in any manner may affect cost, progress or performance of the Work. CONTRACTOR has: (a) examined the Contract Documents, Project Specifications and Drawings thoroughly to its full satisfaction and has undertaken the responsibility to determine, within the scope of CONTRACTOR's competence as a licensed General CONTRACTOR , that the Project Specifications and Drawings are fit and proper for the performance of the Work and to the best of CONTRACTOR's knowledge are: (i) free from material errors, omissions, and/or inconsistencies; and (ii) are in compliance with applicable laws, statutes, building codes, ordinances, rules and regulations, recognizing however, that CONTRACTOR is not responsible for the design of the Project; (b) visited the site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work; (c) examined the Project Site to its full satisfaction, including any existing work or improvements in place, and has determined that the same are fit and proper to receive the Work in their present condition and CONTRACTOR waives all claims that same are not in accordance with all data and information with respect to the Project as specified in the Drawings and Project Specifications and/or as provided by OWNER; (d) familiarized himself with federal, state and local laws, ordinances, rules, policies, and regulations that may in any manner affect cost, progress or performance of the Work; (e) studied and carefully correlated CONTRACTOR's observations with the Contract Documents; and (f) at CONTRACTOR's own expense, made or obtained any additional examinations, investigations, explorations, tests and studies, and obtained any additional information and data which pertain to the physical conditions (surface, sub-surface and underground facilities) at or contiguous to the Project or otherwise which may affect cost, progress, performance or furnishing of the Work and which CONTRACTOR deems necessary to determine its Contract Price for performing and furnishing the Work in accordance with the time, price and other terms and conditions of the Contract Documents.

ES_____
MD_____

7.2. CONTRACTOR has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the Work which were relied upon by OWNER in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.

7.3. CONTRACTOR has made or caused to be made examinations, investigations and tests and studies of such reports and related data in addition to those referred to in paragraph 7.2 as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports or similar data are or will be required by CONTRACTOR for such purposes.

7.4. CONTRACTOR has correlated and considered the results of all such observations, examinations, investigations, tests, reports and data with the terms and conditions of the Contract Documents and in reaching the Contract Price and Contract Time.

7.5. CONTRACTOR has given OWNER written notice of all conflicts, errors or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by OWNER is acceptable to CONTRACTOR. CONTRACTOR shall not rely on any conflicts, errors or discrepancies that CONTRACTOR knew or should have known exist in the Contract Documents as a basis for a claim for an extra to the Contract Price or Contract Time.

Article 7. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire Contract between OWNER and CONTRACTOR are attached to this Contract, made a part hereof and consist of the following:

7.1. This Contract
7.2 . Bid Document with the required attachments
7.2. Exhibits to this Contract (Plans for Site)
7.3. Performance and Payment Bond Forms
7.4. Notice of Intent to Award
7.10. Contractor's Final Bid Price (Bid Form)

ES_____
MD_____

There are no Contract Documents other than those listed above in this Article 7. The Contract Documents may only be altered, amended or repealed by a Modification (as defined in Section 2.53 of the General Conditions).

Article 8 MISCELLANEOUS

9.1. Terms used in this Contract which are defined in Article 1 shall have the meanings indicated in the General Conditions.

9.2. No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

9.3.OWNER and CONTRACTOR each binds himself, his partners, successors, assigns and legal representatives to the other party hereto, his partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

9.4. This Contract may be executed in counterparts.

9.5 Should there be any action brought to enforce the terms of this Contract, the prevailing party shall be entitled to recovery of Attorney's fees (including paralegal fees) incurred through mediation, arbitration, or the appellate processes.

9.6 The OWNER shall retain the Ownership of all shop drawings and design drawings once payment therefore is made.

9.7 OWNER and CONTRACTOR hereby knowingly, irrevocably, voluntarily and intentionally waive any right either may have to a trial by jury in respect to any action or proceeding based upon the Contract Documents or arising out of, under, or in connection with the Work or the Project.

ES_____
MD_____

an Brooks

Morgan Brooks
Thursday, August 11, 2016 3:51 PM
ldominguez@palmettobay-fl.gov
Million Orchid Project

IN WITNESS WHEREOF, the parties hereto have signed two (2) copies of this Contract. At least one counterpart each has been delivered to OWNER and CONTRACTOR. All portions of the Contract Documents have been signed or identified by OWNER and CONTRACTOR.

OWNER	CONTRACTOR
Village of Palmetto Bay	Plant Professionals, Inc.
ADDRESS 9705 E. Hibiscus Street Palmetto Bay, FL 33157	ADDRESS 12027 SW 114th Place Miami, FL 33176
BY _____	BY _____
Edward Silva	Print Name: _____
Village Manager Title	_____ Title

ATTEST

_____
Meighan J. Alexander
Village Clerk

WITNESS

_____
Print Name

APPROVED AS TO FORM BY

_____
Dexter W. Lehtinen
Village Attorney

(CORPORATE SEAL)
(CORPORATE SEAL)

NOTICE OF INTENT TO AWARD

TO: Plant Professionals, Inc.
Contractor
12027 SW 114th Place
Miami, Florida 33176

ATT: Maria Drotar, President
Name and Title

Project: US1 Highway/State Road 5 Median Landscaping
ITB No 1415-11-05

Dear Ms. Drotar:

This is to advise that the Village of Palmetto Bay intends to award the Contract for the above referenced Project as a result of your Bid of: One Hundred Thirty Six Thousand Seven Hundred and Fifty Two Dollars with Thirty Cents ($136,752.30) submitted to the Village of Palmetto Bay (Village) on November 10th, 2015.

Four (4) sets of the Contract Documents for this Project are attached. Each set contains an unexecuted Contract and the requirement for providing the Performance and Payment Bonds for the Project. Please execute all copies of the Contract and attach a copy of the Performance and Payment Bonds to each Contract and return to our office within ten (10) consecutive days for final execution by the Village.

Your attention is invited to the provision whereby your Bid Security shall be forfeited in the event the Contract with satisfactory Performance and Payment Bonds attached is not executed and delivered to the Village and all other requirements of the Invitation to Bid met within ten (10) consecutive calendar days from _____ (Date).

Sincerely yours,

Litsy Pittser/Procurement
Specialist

VILLAGE OF PALMETTO BAY
U.S. 1 MEDIANS

SW 160TH STREET TO SW 168TH STREET
&
WAYNE AVENUE TO SW 183RD STREET

MARCH, 2015

VILLAGE OF PALMETTO BAY
9705 EAST HIBISCUS STREET
PALMETTO BAY, FLORIDA 33157

MAYOR

VICE-CHAIRMAN

COUNCIL MEMBER DISTRICT 1

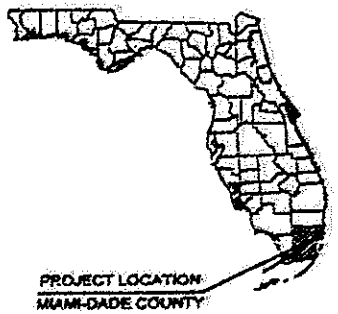
COUNCIL MEMBER DISTRICT 2

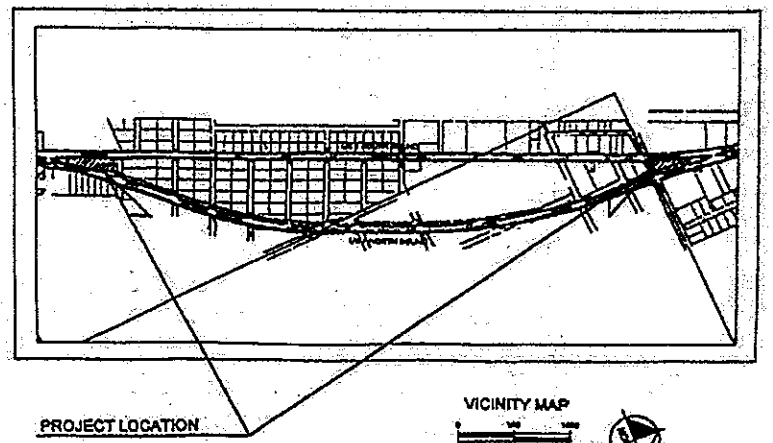
COUNCIL MEMBER DISTRICT 3

INTERIM VILLAGE MANAGER

Kimley»Horn

LANDSCAPE ARCHITECT





VICINITY MAP

Sheet List Table

Sheet Number	Sheet Title

U.S. Route 1 (US 1)
Speed Limit at project area: 45 MPH
Design Speed at project area: 50 MPH

BID SET

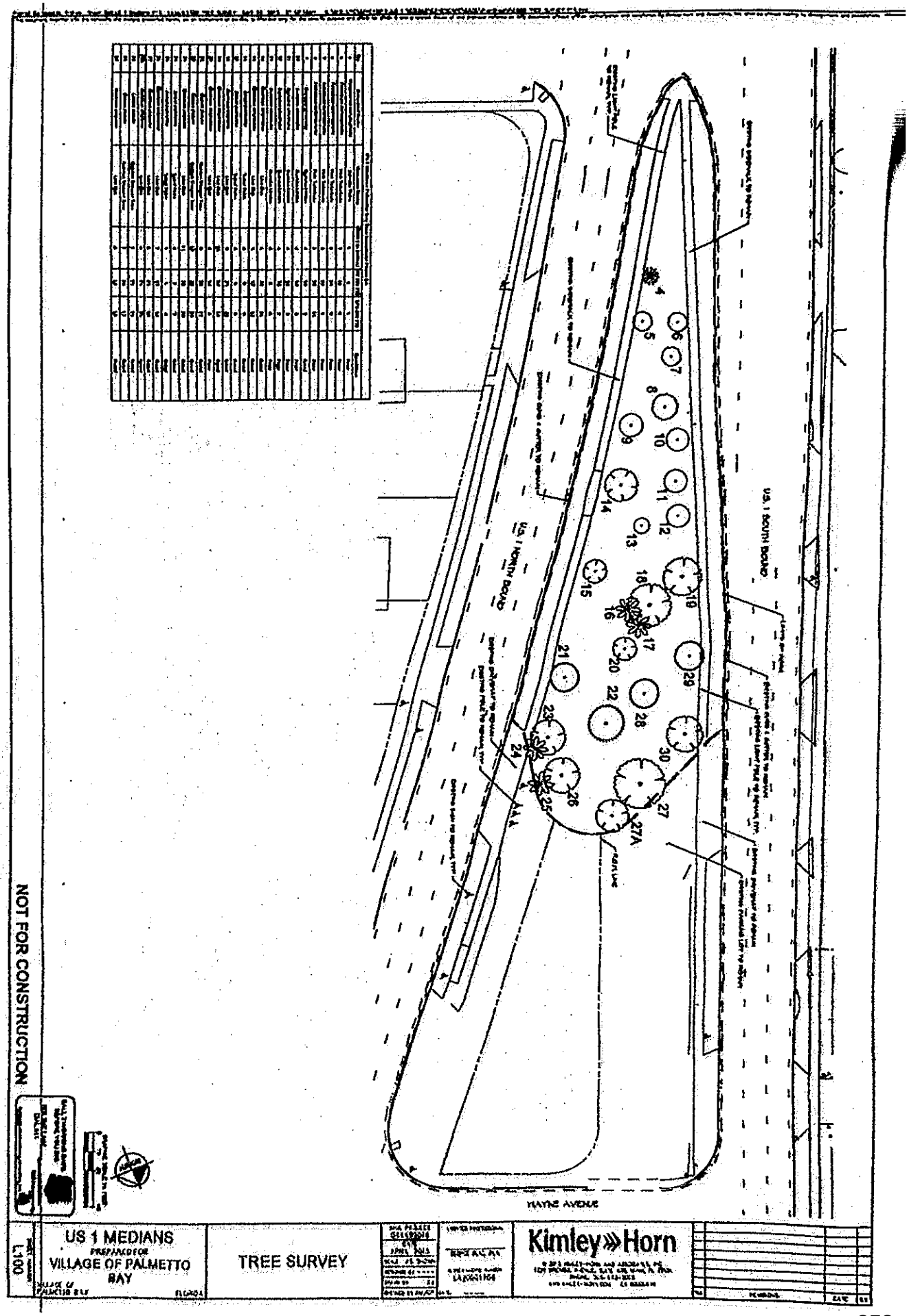
NOTE: THE SCALE OF THESE PLANS MAY HAVE CHANGED DUE TO REPRODUCTION.

GOVERNING STANDARDS AND SPECIFICATIONS:
2015 FLORIDA DEPARTMENT OF TRANSPORTATION, DESIGN STANDARDS, AND 2015 STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, SECTION 570 LANDSCAPE INSTALLATION, AND ANY APPLICABLE UPDATES.

NOT FOR CONSTRUCTION

Landscape

US 1 MEDIANS


US 1 NORTH BOUND
US 1 SOUTH BOUND
MAYO AVENUE
NOT FOR CONSTRUCTION
US 1 MEDIANS
PREPARED FOR
VILLAGE OF PALMETTO BAY
TREE SURVEY
Kimley»Horn

GENERAL NOTES:

MAINTENANCE OF TRAFFIC NOTES:

DEMOLITION NOTES:

FDOT LANDSCAPE PERMIT CONDITIONS:

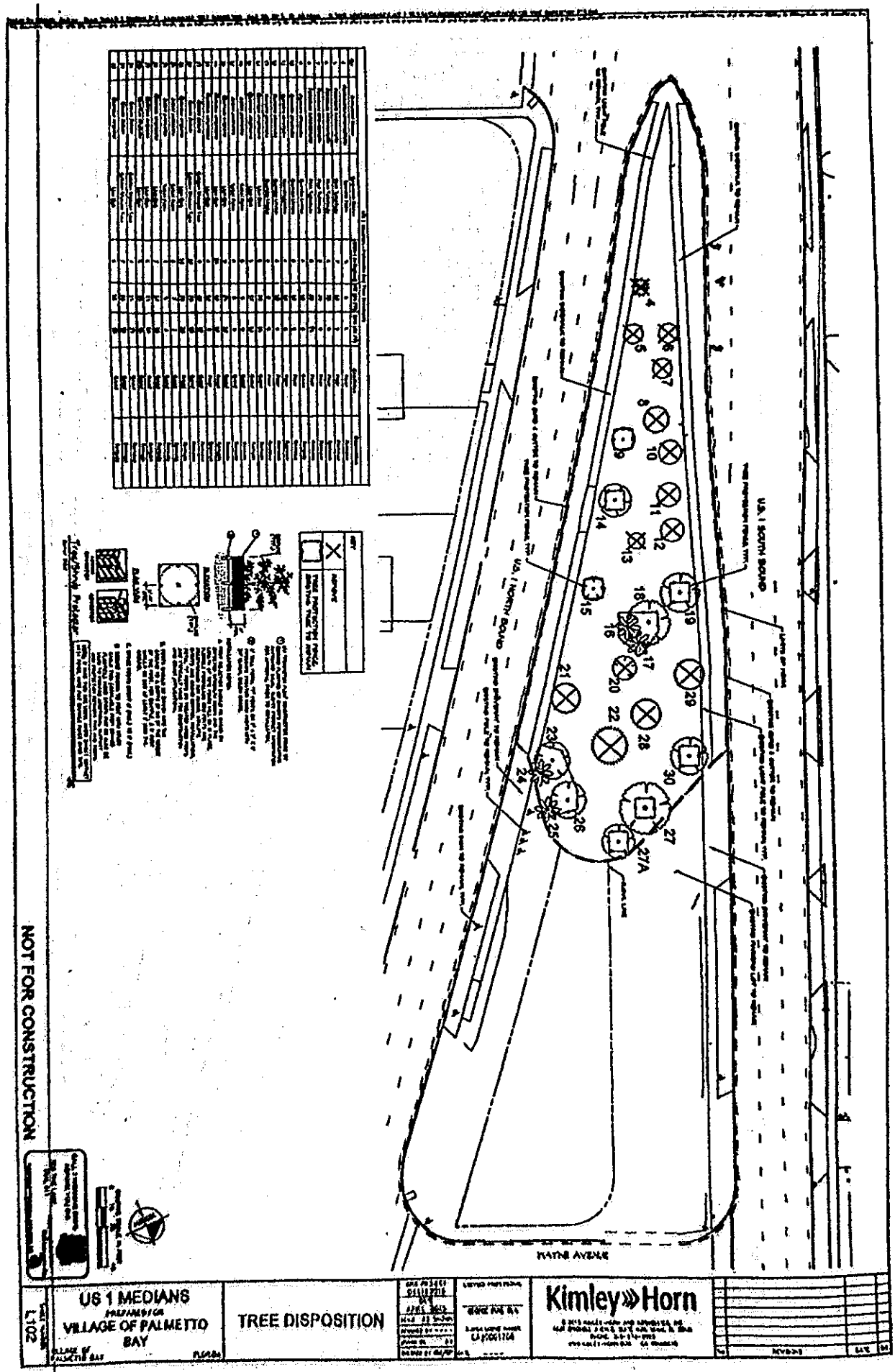
NOT FOR CONSTRUCTION

US 1 MEDIANS
PREPARED FOR
VILLAGE OF PALMETTO BAY

GENERAL NOTES

Kimley»Horn

L001


US 1 SOUTH BOUND
US 1 NORTH BOUND
WATER AVENUE
NOT FOR CONSTRUCTION
US 1 MEDIANS
VILLAGE OF PALMETTO BAY
TREE DISPOSITION
Kimley»Horn
L102

NOT FOR CONSTRUCTION
US 1 MEDIANS
TREE SURVEY
Kimley»Horn

US 1 MEDIANS
VILLAGE OF PALMETTO BAY
TREE DISPOSITION
Kimley»Horn
NOT FOR CONSTRUCTION
SW 168 STH STREET
US-1 NORTH BOARD

US 1 MEDIANS
PREPARED FOR
VILLAGE OF PALMETTO BAY
LANDSCAPE PLAN
Kimley»Horn
NOT FOR CONSTRUCTION
L200
US 1 SOUTH BOUND
WAYNE AVENUE

SW 168TH STREET
US-1 NORTH BOUND
US-1 SOUTH BOUND
NOT FOR CONSTRUCTION
US 1 MEDIANS
Kimley»Horn

NOT FOR CONSTRUCTION

US 1 MEDIANS
PREPARED FOR
VILLAGE OF PALMETTO BAY

LANDSCAPE DETAILS

Kimley»Horn

PERFORMANCE BOND

PROJECT TITLE: US1 Highway/State Road 5 Median Landscaping (the "Project")
CONTRACTOR :
CONTRACT NO: 1415-11-05
CONTRACT DATED:

STATE OF §_____
§_____
COUNTY
OF
§_____

KNOW ALL MEN BY THESE PRESENTS: That by this Bond, we, _____ _____Of the Village of _____, County of _____, and State of _____, as Principal, and _____, authorized, licensed and admitted to do business under the laws of the State of Florida to act as Surety on bonds, as Surety, are held and firmly bound unto The Village of Palmetto Bay, as Obligee, in the penal sum of _____ Dollars ($_____) for the payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and assigns, jointly and severally, by these presents:

WHEREAS, the Principal has entered into a certain written Contract with Obligee, dated the _____ day of _____, 20____, for the construction of the US1 Highway/State Road 5 Median Landscaping (the "Project"), which Contract is by reference made a part of this Bond.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION, IS SUCH THAT, if the said Principal shall faithfully perform said Contract and shall in all respects fully and faithfully observe and perform all and singular the covenants, conditions, warranties and agreements in and by said Contract agreed and covenanted by the Principal to be observed and performed, and according to the true intent and meaning of said Contract, then this obligation shall be void; otherwise it shall remain in full force and effect.

Whenever Principal shall be declared by Obligee to be in default under the Contract, Obligee having performed Obligee's obligations thereunder, the Surety shall promptly remedy the default, or shall promptly:

(1) Complete the Contract in accordance with its terms and conditions; or

(2) Obtain a bid or bids for completion of the Contract in accordance with its terms and conditions and upon determination by Surety of the lowest responsive, responsible bidder, or, if

Obligee elects, upon determination by Obligee and the Surety jointly of the lowest responsive, responsible bidder, arrange for a contract between such bidder and Surety for completion of the Contract in accordance with its terms and conditions, and make available as work progresses (even though there should be a default or a succession of defaults under the contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the Contract price; but not exceeding the amounts set forth in the first paragraph hereof.

The term "balance of the Contract price" as used in this Bond, shall mean the total amount payable by Obligee to Principal under the Contract and amendments thereto, less the amount paid by Obligee to Principal and less amounts withheld by Obligee pursuant to its rights under the Contract.

Surety, for value received, stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, or to the work performed thereunder, or the plans, specifications, or drawings accompanying the same, shall in any way affect its obligation on this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work to be performed thereunder and further agrees to all of the terms contained in the Contract.

No right of action shall accrue on this Bond to or for the use of any person or corporation other than the Obligee named herein or the heirs, successors, executors or administrators of the Obligee.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this ____ day of _____, 20___.

Witness: _____	Witness:
_____	
Address: _____	Address:
_____	
Principal	Surety
By: _____	By:
_____	
Name: _____ (Print)	Name: _____ (Print)

Title: _____ Title:

_____

Address: _____ Address:

_____

_____

The name and address of the Resident Agent for service of process on Surety is:

Name:

_____

Address:

_____

Phone:

_____

—

LABOR AND MATERIAL PAYMENT BOND

PROJECT TITLE: US1 Highway/State Road 5 Median Landscaping (the "Project")
CONTRACTOR :
CONTRACT NO: 1415-11-05
CONTRACT DATED:

STATE OF §_____
§_____

COUNTY OF
§_____

KNOW ALL MEN BY THESE PRESENTS: That, by this Bond, we _____, of the Village of _____, County of _____, State of _____, as Principal, and _____, a corporation, authorized, licensed and admitted to do business under the laws of the State of Florida, as Surety, are held and firmly bound to the Village of Palmetto Bay, as Obligee, in the sum of $_____ for the payment of which Principal and Surety bind ourselves our heirs, personal representatives, successors, and assigns, jointly and severally.
THE CONDITION OF THE BOND is that if Principal:

1. Promptly makes payments to all lienors or other claimants supplying labor, material, or supplies used directly or indirectly by Principal in the prosecution of the work provided in the Contract between Principal and Obligee (the "Contract") for construction of the US1 Highway/State Road 5 Median Landscaping, the Contract being made a part of this Bond by reference; and

2. Pays Obligee all loss, damage, expenses, costs, and Attorneys' fees, including appellate proceedings that Obligee sustains because of default by Principal under this Bond; then this Bond is void; otherwise, it remains in full force.

Any changes, extensions of time, alterations or additions in or under the Contract, Contract Documents, plans, specifications and/or drawings, or the work to be performed thereunder, and compliance or noncompliance with formalities connected with the Contract or with the changes do not affect Surety's obligations under this Bond, and Surety does hereby waive notice of any such changes, extensions of time, alterations or additions in or under the Contract, Contract Documents, plans, specifications and/or drawings, or the work to be performed thereunder.

This Bond is filed in accordance with Section 713.23, Florida Statutes, and/or Section 255.05, Florida Statutes, whichever or both as may be applicable.

DATED on _____, 20____.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this ____ day of _____, 20___.

Witness: _____	Witness:
_____	
Address: _____	Address:
_____	
Principal	Surety
By: _____	By:
_____	
Name: _____	Name:
_____ (Print)	
(Print)	
Title: _____	Title:
_____	
Address: _____	Address:
_____	

_____

The name and address of the Resident Agent for service of process on Surety is:

Name:

_____

Address:

_____

Phone:

_____

NOTICE OF INTENT TO AWARD

TO: Plant Professionals, Inc.
Contractor
12027 SW 114th Place
Miami, Florida 33176

ATT: Maria Drotar, President
Name and Title

Project: US1 Highway/State Road 5 Median Landscaping
ITB No 1415-11-05

Dear Ms. Drotar:

This is to advise that the Village of Palmetto Bay intends to award the Contract for the above referenced Project as a result of your Bid of: One Hundred Thirty Six Thousand Seven Hundred and Fifty Two Dollars with Thirty Cents ($136,752.30) submitted to the Village of Palmetto Bay (Village) on November 10th, 2015.

Four (4) sets of the Contract Documents for this Project are attached. Each set contains an unexecuted Contract and the requirement for providing the Performance and Payment Bonds for the Project. Please execute all copies of the Contract and attach a copy of the Performance and Payment Bonds to each Contract and return to our office within ten (10) consecutive days for final execution by the Village.

Your attention is invited to the provision whereby your Bid Security shall be forfeited in the event the Contract with satisfactory Performance and Payment Bonds attached is not executed and delivered to the Village and all other requirements of the Invitation to Bid met within ten (10) consecutive calendar days from _____ (Date).

Sincerely yours,

Litsy Bitter/Procurement Specialist

Bid Form

Page 2 of 7

US1 Highway/State Road 5 Median Landscaping

Item No.	Common Name	Description	Quan.	Unit Price	Total Cost
Median 1 - (SW 160TH Street to SW 168TH ST)					
MED1-1	Southern Live Oak	5 Gal – 20' Height	5	$2,295.00	$11,475.00
MED1-2	Sabal Palm	~~14' – 16' CT~~ CURVED, SLICK	7	$472.50	$3,307.50
MED1-3	Sabal Palm	~~18' – 20' CT~~ CURVED, SLICK	7	$472.50	$3,307.50
MED1-4	Sabal Palm	~~24' – 26' CT~~ CURVED, SLICK	7	$472.50	$3,307.50
MED1-5	Florida Thatch Palm	~~4' – 6' OAH~~ 4' OAH	20	$175.50	$3,510.00
MED1-6	Florida Thatch Palm	~~6' – 8' OAH~~ 6' OAH	11	$270.00	$2,970.00
MED1-7	Orange Bromeliad	34" HT	19	$94.50	$1,795.00
MED1-8	Imperial Bromeliad	24" x 24"	13	$202.50	$2,632.50
MED1-9	Wild Coffee	24" Ht	51	$10.80	$550.80
MED1-10	Bahama Cassia	~~24" Ht~~ 3 GALLON 18"	95	$13.50	$1,282.50
MED1-11	Silver Saw Palmetto	3 GALLON 14"-16"	110	$33.75	$3,712.50
		7 GALLON 18"-22"	55	381.00	$20,955.00
MED1-12	Oolitic Limerock Boulder	24" – 36" DIA	1,348 sf	$1.91	$2,574.68
MED1-13	Oolitic Limerock Gravel	½" Screened	1,348 sf	$1.49	$2,008.52
MED1-14	St. Augustine Palmetto	Sod	7,180 sf	$1.28	$9,190.40
MED1-15	Tree Removal	Variety of Species (6' -20' Ht.) Ht	12	$288.95	$3,467.40
				Subtotal For Median 1:	$[illegible]

Bid Form

US1 Highway/State Road 5 Median Landscaping

Item No.	Common Name	Description	Quan.	Unit Price	Total Cost
		Median 2 - (Wayne Avenue to SW 183rd Street)			
MED2-1	Southern Live Oak	5 Gal – 20' Height	3	$2,295.00	$6,885.00
MED2-2	Sabal Palm	CURVED 14'-16' CT SLICK	10	$472.50	$4,725.00
MED2-3	Sabal Palm	CURVED 18'-20' CT SLICK	6	$472.50	$2,835.00
MED2-4	Sabal Palm	CURVED 24'-28' CT SLICK	6	$472.50	$2,835.00
MED2-5	Florida Thatch Palm	4' OAH ~~4'-6' OAH~~	19	$175.50	$3,334.50
MED2-6	Florida Thatch Palm	6' OAH ~~6'-8' OAH~~	13	$270.00	$3,510.00
MED2-7	Orange Bromeliad	34" HT	19	$94.50	$1,795.50
MED2-8	Imperial Bromeliad	24"x24"	18	$202.50	$3,645.00
MED2-9	Wild Coffee	24" Ht	51	$10.80	$550.80
MED2-10	Bahama Cassia	3GALLON -18" ~~24" Ht~~	94	$13.50	$1269.00
MED2-11	Silver Saw Palmetto	3GALLON ~~24"x24"~~ 14"-16"	158 ~~230~~	$33.75	$5,332.50
MED2-12	Oolitic Limerock Boulder	24"-36" DIA	1,620 sf	$1.91	$3,094.20
MED2-13	Oolitic Limerock Gravel	½" Screened	1,620 sf	$1.49	$2,413.80
MED2-14	St. Augustine Palmetto	Sod	19,105 sf	$1.28	$24,454.40
MED2-15	TREE REMOVAL	VARIETY OF SPECIES 8'-20'HT	14	$288.95	$4,045.30
MED2-11 (ANT)	SILVER SAW PALMETTO	7 GALLON 18"-22"	80	$81.00	$6,480.00
				Subtotal For Median 2:	$77,205.00

CONTRACTOR: PLANT PROFESSIONALS, INC

Signature of Official: Maria C Drotar Name (typed): MARIA C. DROTAR

Title: PRESIDENT Date: 11/10/2015

Bid Form

Page 4 of 7

US1 Highway/State Road 5 Median Landscaping

TOTAL BID AMOUNT FOR ITEMS IN MEDIAN 1 AND 2 : $ $136,752.30 (LUMP SUM)

TOTAL BID AMOUNT FOR ITEMS (WRITTEN): one hundred thirty-six thousand, seven hundred and fifty-two dollars and thirty cents.

CONTRACTOR: PLANT PROFESSIONALS, INC

Signature of Official: Maria C. Deotar Name (typed): MARIA C. DEOTAR

Title: PRESIDENT Date: 11/10/2015

FAIRCHILD TROPICAL BOTANIC GARDEN®
Exploring, Explaining and Conserving the World of Tropical Plants

August 11, 2016

Village of Palmetto Bay
Finance Department

INVOICE

DESCRIPTION	AMOUNT
First yearly installment for: participation in the Million Orchid Project	**$30,000.00**
(Re: Per contract- effective date February 23, 2016)	
TOTAL	**$30,000.00**

Payable to: Fairchild Tropical Botanic Garden

Please mail to the following address:

Fairchild Tropical Botanic Garden
Attn.: Finance Department-Kirk
10901 Old Cutler Road
Coral Gables, FL 33156-4296

Morgan Brooks

From: Morgan Brooks
Sent: Thursday, August 11, 2016 3:51 PM
To: ldominguez@palmettobay-fl.gov
Subject: The Million Orchid Project
Attachments: TMOP Palmetto Bay signed agreement.pdf; Palmetto Bay Contract Invoice for Million Orchid Project (1 of 5).pdf

Good afternoon, Luz:

I hope all is well and you are having a nice summer.

Attached, please find the first yearly invoice for Palmetto Bay's participation in The Million Orchid Project. Will you kindly forward this to the appropriate person? For your convenience, I have also attached the agreement.

If you have any questions, please let me know.

Thanks,
Morgan

Morgan Brooks, Development Manager
Fairchild Tropical Botanic Garden
10901 Old Cutler Road Coral Gables, FL 33156
Phone: 305.667.1651, ext. 3309
mbrooks@fairchildgarden.org www.fairchildgarden.org

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Morgan Brooks

From: Morgan Brooks
Sent: Monday, August 15, 2016 9:04 AM
To: 'Luz Dominguez'
Subject: RE: The Million Orchid Project
Attachments: Fairchild Garden W9.pdf

Good morning, Luz:

Absolutely. Please find attached Fairchild's W9.

Best,
Morgan

Morgan Brooks, Development Manager
Fairchild Tropical Botanic Garden
10901 Old Cutler Road Coral Gables, FL 33156
Phone: 305.667.1651, ext. 3309
mbrooks@fairchildgarden.org www.fairchildgarden.org

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From: Luz Dominguez [mailto:ldominguez@palmettobay-fl.gov]
Sent: Friday, August 12, 2016 3:24 PM
To: Morgan Brooks
Subject: RE: The Million Orchid Project

Good afternoon Morgan,

Can you please provide me with Fairchild's W9 form for processing of the below mentioned invoice?

Thank you,

Luz

From: Morgan Brooks [mailto:mbrooks@fairchildgarden.org]
Sent: Thursday, August 11, 2016 3:53 PM
To: Luz Dominguez
Subject: The Million Orchid Project

Good afternoon, Luz:

I hope all is well and you are having a nice summer.

Attached, please find the first yearly invoice for Palmetto Bay's participation in The Million Orchid Project. Will you kindly forward this to the appropriate person? For your convenience, I have also attached the agreement.

If you have any questions, please let me know.

Thanks,
Morgan

Morgan Brooks, Development Manager
Fairchild Tropical Botanic Garden
10901 Old Cutler Road Coral Gables, FL 33156
Phone: 305.667.1651, ext. 3309
mbrooks@fairchildgarden.org www.fairchildgarden.org

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After discussing the details of what transpired with Dr. Lewis and with Dr. Downing, they explained that this first install of orchids took place sometime after the agreement was signed. There was a total of two visits, one with Bio-tech students and another with a team from Wells Fargo.

After that took place, that first invoice was sent out and soon after that we were hit with Hurricane Irma- all projects with the city paused and Dr. Carl Lewis received a call from the Vice Mayor that the project for the moment needed to be suspended- we were in recovery mode.

During that time there was communication pertaining to the invoice, but we found out that most of the people that we were in communication with were no longer working there.
The invoice remained in limbo and soon after that we were hit with Covid, and the city went into lockdown.

After double checking with our finance department, it was made clear to me that the payment from The Village of Palmetto Bay was never received. A few months ago, Dr. Downing and I went to ensure the orchids were still located on the medians and they were in fact there and thriving.

I am not sure if anyone from Palmetto Bay ever did a walkthrough of the site at any point.

Currently, Dr. Downing and Dr. Carl Lewis want to keep this install as an in-kind project and hopefully have the Village of Palmetto Bay revisit the outline of this project and start fresh as we do have a signed contract with them.

Please let me know if there is anything else I can help clarify.

Kindest regards,
Luna

Luna A., Million Orchid Project Manager
Fairchild Tropical Botanic Garden
10901 Old Cutler Road Coral Gables, FL 33156
305 667 1651 ext. 3512