Regular City Council Meeting
Agenda
Marina Event Center - 190 E. 13th Street, Riviera Beach, FL 33404
June 3, 2026
6:00 PM

Be advised, that the meeting location is subject to change. The public is encouraged to visit the City's website, www.rivierabch.com , for up to date information on meeting location and information.

Mayor
Douglas A. Lawson

Chairperson
Bruce Guyton - District 1

Chair Pro-Tem
Glen Spiritis, Ph.D - District 4

Councilpersons
KaShamba Miller-Anderson - District 2
Shirley D. Lanier - District 3
Fercella Davis-Panier - District 5

Administration
William E. Wilkins, Interim City Manager
Debrah Hall, MMC, FCRM, City Clerk
Dawn S. Wynn, Esq., City Attorney

ADA Notice

This meeting is open to the Public. In accordance with the Americans with Disabilities Act of 1990, persons in need of a special accommodation to participate in the proceedings shall contact the Office of the City Clerk at 561-845-4090 no later than 2 days (48 hours) prior to the proceedings.

To request material in accessible format, sign language interpreters, hearing impaired accommodation, or any accommodation to review any document or participate in these proceedings, please contact the Florida Relay Services 1-800- 955-8771 (TDD) or 1-800-955-8770 (voice) for assistance.

Public Comments Information

If anyone wants to speak on an agenda item, please complete a public comment card located at the front desk and give it to the City Clerk staff before the City Council takes up the item for discussion and before the public comments section is announced. In no event will anyone be allowed to submit a comment card to speak on an agenda item after the title of the item is read or considered.

Consent Agenda: Total time allotted for comment on the Consent Agenda to each member of the public is three (3) minutes.

Regular Agenda: Members of the public will be given three (3) minutes to speak on any regular agenda item.

Please note that the time limit for public comment may be reduced by a vote of the City Council based on the voluminous nature of public comment cards.

Civility and Decorum: Please be reminded that the City of Riviera Beach is committed to civility and decorum by its officials, employees, and members of the public who attend this meeting. The City Council has adopted "Rules of Decorum Governing Public Conduct during Official Meetings", which provides in pertinent part:

- Officials shall be recognized by the Chair and shall not interrupt a speaker.
- Public comment shall be addressed to the City Council as a whole and not to any individual on the dais or in the audience.
- Displays of anger, rudeness, ridicule, impatience, lack of respect and personal attacks are strictly prohibited.
- Unauthorized remarks from the audience, stamping of feet, clapping, whistles, yells and similar demonstrations shall not be permitted.
- Offenders may be removed from the meeting.
- Please mute or turn off cell phone at the start of the meeting. Failure to do so may result in being barred from the meeting.

Lobbying - Ordinance 4001 - Adopted September 2011

Lobbyist registration and reporting forms are available for you online and in print. Forms can be obtained in the Office of the City Clerk and Council Chambers. Registration and reporting forms shall be submitted to the Office of the City Clerk.

CALL TO ORDER

Roll Call

Invocation

Pledge of Allegiance

AGENDA APPROVAL

Additions, Deletions, Substitutions

Disclosures

Adoption of Agenda

Comments From the Public on Consent Agenda (Three Minutes Limitation)

CONSENT AGENDA

Routine City Council Business. The Consent Agenda is approved by a single majority vote. Item(s) may be removed for open discussion at the request of the mayor or any city council member.

1. Minutes

1.a **March 26, 2026, City Council Workshop Meeting Minutes**

Debrah Hall, City Clerk, (561) 845-4090

Staff recommends a Motion to approve the Minutes for the March 26, 2026, City Council Workshop Meeting Minutes.
Cover Page
March 26, 2026 City Council Workshop.pdf

2. Board Appointments

3. Resolutions on Consent

3.a **Resolution Number 61-26: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing an Interlocal Agreement between the City of Riviera Beach and Palm Beach County, for certain traffic control authority by Palm Beach County within the jurisdictional boundaries of the City of Riviera Beach; and providing for an effective date**

Bernard Buxton-Tetteh, Public Works Director, (561) 845-3476

Staff recommends a Motion for the City Council to approve Resolution Number 61-26.
Cover Page
Resolution_Number_61-26_Traffic Control Authority.docx
Interlocal Agreement with Palm Beach County for Traffic Control Authority.docx

3.b **Resolution Number 66-26: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, supporting and participating in local, regional, and national relief efforts in response to the devastating impact of Hurricane Melissa on Jamaica; authorizing the distribution of the Jamaica Relief funds to the nonprofit GEM; providing for conflicts, severability, and an effective date.**

Douglas Lawson, Mayor, (561) 845-4145

Staff recommends a Motion to approve Resolution Number 66-26.
Resolution Number 66-26_ Jamaica Relief Efforts.docx
Resolution_Number_159-25_Accepting_donations_for_Hurricane_Melissa_Donation_Fund.docx
Executive Briefing - GEM re Jamaica Relief Fund.pdf

3.c **Resolution Number 67-26: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing the distribution of emergency equipment to our Sister City in the City of Freeport, Bahamas; providing for conflicts, severability, and an effective date.**

Douglas Lawson, Mayor, (561) 845-4145

Staff recommends a Motion to approve Resolution Number 67-26.
Cover Page
Resolution Number 67-26_ Donation_of_Emergency_Equipment.docx
Resolution 62-25 - Sister City Relationship - Riviera Beach Florida and Freeport Bahamas.pdf
Bahamian Delegation Recap.pdf
Memo for Consideration - Sister City - Freeport Bahamas.pdf
Proclamation_-_Sister_City_Relationship_with_Freeport_Bahamas.pdf

3.d **Resolution Number 53-26: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing a Memorandum of Understanding (MOU) between the City of Riviera Beach and the Solid Waste Authority of Palm Beach (Authority) for use of Pre-Authorized Debris Management Sites; and providing for an effective date.**

Bernard Buxton-Tetteh, Public Works Director, (561) 845-3476

Staff recommends a Motion for the City Council to approve Resolution Number 53-26.
Resolution_Number_53-26_SWA MOU.docx
Memorandum of Understanding for Debris Management Sites.pdf
Solid Waste Authority_Interlocal Agreement.pdf

END OF CONSENT AGENDA

4. Unfinished Business

5. Petitions and Communications for Filing

6. Awards and Presentations

6.a **Presentation from the Palm Beach County Commission on Ethics.**

Debrah Hall, City Clerk, (561) 845-4090

Staff recommends a Motion that the City Council receive the presentation from the Palm Beach County Commission on Ethics.
Cover Page

6.b **Presentation and Recognition of the 2025–2026 Graduating Cohort of the Riviera Beach Youth Council.**

KaShamba Miller-Anderson, Councilperson, (561) 840-4826

Staff recommends a Motion that the City Council receive this Presentation.
Cover Page

6.c **Presentations of 2026 Youth Council Applicants.**

KaShamba Miller-Anderson, Councilperson, (561) 840-4826

Staff recommends a Motion that the City Council receive this Presentation.
Cover Page

6.d **Resolution from the Office of the Mayor honoring the life of Betty Kendrick**

Honorable Mayor Douglas Lawson, (561) 845-4045

Staff recommends that the City Council receive this Presentation.
Cover Page
Resolution_-_Betty_Kendrick.docx

7. Public Hearings

8. Ordinances on Second and Final Reading

8.a **Ordinance 4284: An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date and for other purposes.**

Clarence Sirmons, Director of Development Services, AICP, (561) 845-4067

Staff recommends a Motion to approve Ordinance Number 4284.
Cover Page
Ordinance_Number_4284_Final
Staff Report-Police HQ.docx
Uniform Land Use Application.pdf
Project Narrative.pdf
Warranty Deed.pdf
Legal Description.pdf
Survey.pdf
Plat.pdf
Site Plan.pdf
TPS Letter.pdf
Agent Authorization.pdf
Sign Notification Affidavits
Mailer Notification Affidavit
Riviera Beach business-impact-estimate-Ordinance 4284.docx
Legal Ad - Police.pdf

9. Ordinances on First Reading

COMMENTS FROM THE PUBLIC - 7:30 PM Non-Agenda Item Speakers (Three-Minute Limitation)
Public Comments shall begin at 7:30 PM unless there is no further business of the City Council, which in that event, it shall begin sooner. In addition, if an item is being considered at 7:30 PM, then comments from the public shall begin immediately after the item has been concluded.

10. Items Tabled

REGULAR AGENDA

11. Resolutions on Regular Agenda

11.a **Resolution Number 90-25: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Site Plan application (SP-25-0007) submitted by Core and PGAL, Inc. on behalf of the City of Riviera Beach, for the construction of a new Police Department Headquarters generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for conditions of approval; providing for an effective date and for other purposes.**

Clarence Sirmons, Director of Development Services, AICP, (561) 845-4067

Staff recommends a Motion to approve Resolution Number 90-25.
Cover Page
Res_90-25-_SP-25-0007__2_.docx
Staff Report - Police HQ
Project Narrative
Uniform Land Use Application
Warranty Deed
Legal Description
Survey
Plat
Site Plan
Site Lighthing
Architecturals
Elevations
Landscape Plan
Civil Plan
Drainage Statement
TPS Letter
Traffic Report
Agent Authorization
Mailer Notification Affidavit
Sign Notification Affidavit
Legal Ad - Police.pdf

11.b **Resolution Number 02-26: A resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing the execution of vacant property registration contract to provide vacant property registration with the top ranked firm, Hera Property Registry, LLC., obtained through a request for qualifications no. 1186-25-4 for an initial three-year period, with an option to renew for two (2) additional one (1) year renewal options, providing that Hera Property Registry, LLC, shall remit fifty percent (50%) of each collected registration fee to the city, and providing an effective date.**

LaTonya Ammons, Procurement Director, (561) 845-4180

Staff recommends a Motion to approve Resolution Number 02-26.
Cover Page
Exhibit A Resolution Number 02-26.pdf
Exhibit B Contract Signed.pdf
Exhibit C Solicitation.pdf
Exhibit D Hera Property Registry LLC Proposal.pdf
Exhibit E 1186-RFQ-25-4 Scores Sheet.xlsx
Exhibit F Responsive Checklist.xlsx
Exhibit G Eval Committee Sign in Sheet.pdf

11.c **Resolution Number 186-25: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing the execution of a lot clearing, cutting, and related services agreement between the City Of Riviera Beach and Fresh Start Maintenance, Inc., and Arboria Landscape & Tree Care LLC, to provide lot clearing, cutting, and related services obtained through an Invitation to Bid No. 1199-25-4 for an initial three-year period, with an option to renew for two (2) additional one (1) year renewal periods; authorizing the Chief Financial Officer to make payments from 10117104 - 531000; and providing an effective date.**

LaTonya Ammons, Procurement Director, (561) 845-4062

Staff recommends a Motion for the City Council approval of Resolution Number 186-25.
Cover Page
Resolution Number_55-26.pdf
Professional Services Contract Fresh Start.pdf
Professional Services Contract Arboria Landscape 1.pdf
Vendor Response Checklist.pdf
Bid Cost Proposal Fresh Start.pdf
Bid Cost Proposal Aboria.pdf
ITB Lot Clearing Cutting and Related Services (Rebid).pdf

12. Discussion and Deliberation

12.a **Youth Council, Staff, and Community Travel for the 2026 All America City Finalist Delegation to Denver, Colorado.**

KaShamba Miller-Anderson, Councilperson, (561) 840-4826

Support the City's participation in the 2026 All American City finalist delegation to Denver, Colorado, including the necessary monetary support for travel.
Cover Page

12.b **Small Business Enterprise and Local Vendor Policy**

LaTonya Ammons, Director of Procurement, M.A., CPPO, NIGP-CPP, (561) 845-4180

The Procurement Department is requesting that the City Council engage in discussion and provide feedback on the draft Small Business Enterprise and Local Vendor Policy.

12.c **Direct Pay Vendor Policy.**

LaTonya Ammons, Director of Procurement, M.A., CPPO, NIGP-CPP, (561) 845-4180

The Procurement Department is requesting that the City Council engage in discussion and provide feedback on the draft Direct Pay Vendor Policy.

12.d **Discussion on the Process to Hire New City Manager**

Brenda Jenkins, Director of Human Resources, (561) 840-4880

Staff recommends Council to discuss and provide next steps.
Cover Page
City Manager Recruitment Process - ER.pptx
Mayors Townhall Executive Report on May 8, 2026.pdf

13. Confirmation of Direction

14. Discussion by City Manager

15. Discussion by City Attorney

16. City Council Committee Reports

17. Statements by the Mayor and City Council

ADJOURNMENT

Appeals

If any interested person desires to appeal any decision of the City Council with respect to any matter considered at this meeting, at his or her own expense, that person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, F.S. The City of Riviera Beach does not prepare or provide such a record.

City of Riviera Beach

To: Honorable Mayor, Chairperson and City Councilmembers

From: Debrah Hall, City Clerk

Through: William E. Wilkins, Interim City Manager

Subject: **March 26, 2026, City Council Workshop Meeting Minutes**

Date: June 03, 2026

CC: General Public

Background:
Attached are the verbatim minutes of the City Council Workshop Meeting held on Thursday, March 26, 2026.

City Goals:
The Citywide Goal is to Accelerate Operational Excellence.

Fiscal/Budget Impact:
There is no Fiscal Impact.

Recommendation:
Staff recommends a Motion to approve the Minutes for the March 26, 2026, City Council Workshop Meeting Minutes.

Attachments:
1. March 26, 2026 City Council Workshop.pdf

CITY OF RIVIERA BEACH

CITY COUNCIL WORKSHOP
March 26, 2026
6:00 p.m.

Mayor

Douglas A. Lawson .....Mayor Lawson

Chairperson

Shirley D. Lanier-..... Chairperson Lanier
District 3

Chair Pro Tem

KaShamba Miller-Anderson.....Chair Pro Tem Miller-Anderson
District 2

Councilpersons

Bruce Guyton..... Councilperson Guyton
District 1

Glen Spiritis.....Councilperson Spiritis
District 4

Fercella Davis Panier-.....Councilperson Davis Panier
District 5

Administration

City Manager Jonathan Evans ..... City Manager Evans

City Clerk Debrah Hall ..... City Clerk Hall

City Attorney Dawn S. Wynn.....City Attorney Wynn

Transcribed by:

Legal Transcription On Call
(561) 917-1636

[Before meeting chatter and discussions]

[Gavel]

CALL TO ORDER

Chairperson Lanier: Good afternoon. Welcome to the City of Riviera Beach City Council Workshop.

Today is March the 26th, 2026. The time is 6:13 p.m.

ROLL CALL

Chairperson Lanier: Madam Clerk?

City Clerk Hall: Mayor Douglas Lawson?

Mayor Lawson: [Absent].

City Clerk Hall: Chairperson Shirley Lanier?

Chairperson Lanier: Here.

City Clerk Hall: Chair Pro Tem KaShamba Miller-Anderson?

Chair Pro Tem Miller-Anderson: Present.

City Clerk Hall: Councilperson Bruce Gutyon?

Councilperson Guyton: [Absent].

City Clerk Hall: Councilperson Dr. Glen Spiritis?

Councilperson Spiritis: Here.

City Clerk Hall: Councilperson Fercella Davis Panier?

Councilperson Davis Panier: Here.

City Clerk Hall: City Manager Jonathan Evans?

City Manager Evans: Present.

City Clerk Hall: City Clerk Debrah is present.

City Attorney Dawn Wynn?

City Attorney Wynn: Here.

City Clerk Hall: Madam.., and, let the record reflect Mayor Douglas Lawson?

Mayor Lawson: Here.

City Clerk Hall: Madam Chair, you have a quorum.

You may proceed.

Chairperson Lanier: Thank you very much.

INVOCATION

PLEDGE OF ALLEGIANCE

Chairperson Lanier: Let's have a moment of silence, followed by the Pledge of Allegiance, by Commissioner Spiritis.

[Moment of silence]

Councilperson Spiritis: I pledge allegiance…

All: …to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible with liberty and justice for all.

ADDITIONS, DELETIONS, SUBSTITUTIONS

Chairperson Lanier: Alright. This is [inaudible] Council meeting, it is a workshop, I still ask [inaudible] for additions or substitutions for this Item.., for this three Items, I should say?

[Pause]

Chairperson Lanier: Hearing none.

Can I get a motion to adopt the Agenda?

Councilperson Spiritis: So moved.

Chairperson Lanier: Second.

Madam Clerk.

Chair Pro Tem Miller-Anderson: Well, we don't vote.

City Manager Evans: Ma'.., Ma'…

Chair Pro Tem Miller-Anderson: No, we're not...

City Manager Evans: You.., you…

Chairperson Lanier: Oh, okay.

This is just [inaudible].

Chair Pro Tem Miller-Anderson: I don't know why adoption of Agenda is on here.

Chairperson Lanier: Yeah.

I'm going by the Agenda.

1. ITEM NO. 1

INTRODUCTION AND PURPOSE

Chairperson Lanier: Go ahead.

Let's start with the first Item.

Mr. Evans.

City Manager Evans: Madam Chair and Members of the Board, you have three Items on the Agenda today for the purposes of discussion.

The Items are as followed, we have a discussion with regards to our advisory boards and committees.

We have a topic concerning special events.

And then, we have a discussion about a proposed Resolution on rules of procedure.

The intent behind this particular workshop is to get policy direction from the Board and get your feedback so Staff can make the appropriate modifications and changes to the Ordinance

concerning your boards and committees, as well as getting direction on the Ordinance associated with special events, and also, getting some feedback with regards to our policy manual. And then, consideration for an Ordinance concerning some of your rules and procedures.

So, this is supposed.., intended to be a collaborative discussion to really get some good feedback from the Board so we can proceed forward.

2. ITEM NO. 2

WORKSHOP

2a. ITEM NO. 2A

WORKSHOP DISCUSSION ON ORDINANCE NUMBER 4295: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING A SERIES OF CODES WHICH WILL ADDRESS MATTERS REGARDING THE ADVISORY BOARD APPOINTMENT PROCESS, SPECIFICALLY PERTAINING TO THE LIBRARY ADVISORY BOARD, EDUCATION ADVISORY COMMITTEE, AND THE RECREATION BOARD. THE SPECIFIC CODES IN QUESTION CONSIST OF ARTICLE THREE, SECTION 2-42 CODE 1957, SECTION 2-12.2.1 AND ARTICLE THREE, SECTION 2-76, CODE 1957, SECTION 2- 12.3(A). THE PROPOSED AMENDMENTS INCLUDE DISTRICT REPRESENTATION, STAGGERED TERMS, AND AN EVALUATION OF EXPERIENCE AND COMPOSITION OF PROSPECTIVE BOARD MEMBERS.

KACY YOUNG, DIRECTOR OF PARKS & RECREATION, CPRP, 561 845-4070
So, the first Item that we have is a discussion on the proposed Ordinance, Ordinance 4295 that looks to speak on some of our advisory boards. And, we have Director Kacy Young and Mr. Adam Brody that are here to make the presentation.

Chairperson Lanier: Thank you.

Go ahead.

Parks & Recreation Director Young: Good evening, Mayor, Chair Lanier, Council Members. My name is Kacy Young. I am the Parks & Recreation Director for the City of Riviera Beach.

I'm here tonight to [stammer] present on the Advisory Board City Ordinances, a draft that we have worked on, along with my colleagues. I'll allow them to introduce themselves.

Library Director Brody: Good evening, Madam Chair, City Council, Mayor, City Manager Evans. My name is Adam Brody. I'm the Library Director. I'll be speaking about the Library Advisory Board piece this evening.

Chairperson Lanier: Thank you.

Councilperson Guyton: Excuse me.

Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Guyton: Please let the record reflect that I'm here.

Chairperson Lanier: Madam Clerk.

City Clerk Hall: Madam Chair, Councilperson Bruce Guyton is present.

Chairperson Lanier: Thank you.

Go ahead, Mr. Kacy Young.

Parks & Recreation Director Young: Got it. Okay.

Again, we're here to present on Ordinance 4295. It is recommended revisions to the City Ordinance, Chapter 2, Article III, Boards, Committees, and Commission. This presentation will address concerns regarding district representation, staggered terms…

Mayor Lawson: [Check].

Parks & Recreation Director Young: …staggered terms, and along with evaluation of perspective of board member's experience.

One of the first changes is to the overall Ordinance, which states that there are one year terms for all board members. We are recommending that we change that from one year to staggered terms to make that.., that will be the.., the one revision recommended for this part of the.., the Ordinance.

Councilperson Guyton: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Guyton: When we.., when.., when they become staggered terms, do they still remain one year terms but only staggered?

Parks & Recreation Director Young: No.

So, [stammer] one of the questions that we have is that we would like to extend those terms for board members according to the.., the bylaws for each board so that there's not so much turnover as far as a one year term.

Councilperson Guyton: I agree with the process of staggered terms so that it can maintain continuity.

My question is, once they are staggered, and you may have to go two year term to get them staggered, what would the terms ultimately be for each board member? Once they are staggered, would it be one year? Two years? What [stammer].., what is the proposal?

Parks & Recreation Director Young: We're looking.., in order to make it staggered, we're looking for three year terms for some board members, two year terms, and then one year terms for alternate board members.

Councilperson Spiritis: Madam Chair?

Councilperson Guyton: Wait, wait.

Councilperson Spiritis: Oh.

I'm sorry.

Councilperson Guyton: Ma'.., Madam.

I have a follow up.

Chairperson Lanier: Go ahead.

Councilperson Guyton: Once they are staggered, are all board members gonna serve the same number of terms in the staggered process?

Not.., not.., not to get them there.

Parks & Recreation Director Young: Right.

Councilperson Guyton: After they are there, what would be the term limits of each board member?

Parks & Recreation Director Young: Well, again, each board, as far as the bylaws go, we will add those term limits into the.., the bylaws for each board. But again, the recommendation would be that it would be a three year term for certain board members, a two year term, and then one year for alternate.

I'm.., I'm not sure if I'm answering the question.

Councilperson Guyton: No.

No you're…

Parks & Recreation Director Young: If not sure if I'm…

Councilperson Guyton: …not.

Parks & Recreation Director Young: …understanding it…

Councilperson Guyton: Because I'm…

Parks & Recreation Director Young: …correctly.

Councilperson Guyton: …not understanding why.

We up here serve three years. Staggered terms.

[Inaudible comment]

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: So, we did not incorporate any term limits per se.

So, that's some direction that we need from the Board. The way the language is, is until a successor is selected, then the.., the seat would flip. But, right now, that authority is provided for in the bylaws.

But that is definitely something that we need to get direction from the Board. If you would like for no more than three or four consecutive terms, and then that seat flips, that is.., that's one item that we need to get clarity from the Board.

Councilperson Guyton: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Guyton: Okay.

Maybe I'm not making myself clear. I'm not talking about terms and how long they serve. I'm talking about the years that they serve within one term. What will be considered a term? Would it be one year? Two years? Or, three years?

You're saying, and maybe I'm misunderstanding…

Parks & Recreation Director Young: Mhmm.

Councilperson Guyton: While some would have three and some would have two.

That doesn't make sense to me. Everybody should have the same term.

City Manager Evans: Ma'…

Councilperson Guyton: That's.., that's where I'm going.

City Manager Evans: Madam…

Chairperson Lanier: [Inaudible].

City Manager Evans: …Chair?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: If I may?

That's what we have to do in order to facilitate the staggering.

Councilperson Guyton: No. I know. I understand that.

Chairperson Lanier: [Inaudible].

Councilperson Guyton: After they get staggered…

City Manager Evans: Right.

Councilperson Guyton: What is…

Do I need to speak Spanish or Creole?

Chairperson Lanier: [Chuckle].

Councilperson Guyton: I think this is…

[Inaudible comment]

Councilperson Guyton: …very…

[Chuckles]

Councilperson Guyton: Come up, Ms. Ammons.

But seriously, all I'm asking is what would make a term? How many years for each board member?

City Manager Evans: M'…

Councilperson Guyton: We have three year terms.

We each serve three years. I know you have to get them staggered, and get them there but, once they get staggered, what will be the terms?

City Manager Evans: Ma'.., Madam Chair, if I may?

Chairperson Lanier: Go ahead.

City Manager Evans: It would be a recommendation for three year terms.

Councilperson Guyton: Okay.

Whew. God.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Are you finished, sir?

Councilperson Guyton: [Inaudible].

Chairperson Lanier: Yes. Go ahead.

Councilperson Spiritis: I.., I agree.

I.., I.., I understand what my colleague was just trying to get at. It.., I think we're making this more difficult than what it really is. We already have three year terms staggered on the City Council.

I think you should have five members to your board. I don't know if you wanna add a sixth for Mayor. We should all get to appoint one person on your board and they should serve the term of the Council Member, which is staggered.

City Manager Evans: [Stammer].

Parks & Recreation Director Young: So again, the presentation is to provide some direction from Council.

And then that way, we can take that feedback and draft the Ordinance to bring back at a later time.

Councilperson Spiritis: That's my recommendation.

Councilperson Davis Panier: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Davis Panier: I think I.., I like that one.

And then, who's going to monitor it? Because, I know when I got on, it was a little chaotic about who was there? How long they had been there? Who appointed them there? Who got a person? Who didn't get a person?

So, I think keeping it simple and something that when there is turnover, that person is responsible for choosing a member, or retaining the member if that's what, you know, the Councilperson chooses to do.

So, I'm pretty much in agreement with Mr.., Councilperson Spiritis.

Councilperson Spiritis: Yeah.

Library Director Brody: So, this is the Library Advisory Board piece of it.

Chair Pro Tem Miller-Anderson: Hold… I'm sorry.

Library Director Brody: [Stammer].

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yeah.

Go ahead.

Chair Pro Tem Miller-Anderson: I was going to say, is it.., does it not make sense for all of our boards to kinda be on the same page?

Chairperson Lanier: Yeah.

Chair Pro Tem Miller-Anderson: You know?

Like, the Library board, the Planning & Zoning, however…

Councilperson Spiritis: Absolutely.

Chair Pro Tem Miller-Anderson: So that it is consistent and we don't have to figure out or remember and all this different stuff?

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: So, we.., in this particular Ordinance, we grouped what is the Library board, the Recreation board, as well as the Education Advisory Board.

The other boards are provided for in other parts of the Code and that, you know.., Planning & Zoning, they.., they just had a modification to what their board structure is. But, our intent is to align all our boards that we have throughout the City in the same fashion after we get direction from the Board as to how they wish to proceed.

Chair Pro Tem Miller-Anderson: Okay.

I guess I'll look and see what the Planning & Zoning is, and then maybe, if it's possible, we can align it with that, if that is what we agree to. Obviously, we got to that point. That was something we liked, I guess? Maybe?

But, if we can look at that and see if that's, like, the main one? The Planning & Zoning Board or are there others that… I just can't remember.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: We do have, as part of the presentation, I think we have a comprehensive list of all the different boards, and then we outline.

So, what we would do is, we would systematically go into the specific sections of the Code and make the modifications pursuant to the directive provided by the Board.

Chair Pro Tem Miller-Anderson: Okay.

Thank you.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Spiritis: Manager Evans, can you tell me, how does the Housing Authority work?

I know the Mayor makes the appointments but does the City.., the City Council ratifies it? How.., how is it done in the Charter?

City Manager Evans: Madam Chair, if I may?

I…

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: …think it does come before the Board for confirmation.

Chair Pro Tem Miller-Anderson: It did.

Unk.: Yes.

Chair Pro Tem Miller-Anderson: Yeah.

We just did it.

Councilperson Spiritis: So, do we have any say in how that works or.., or is that done by Florida statute? Or Housing Authority by.., by, you know, Charter?

I don't know what… How that's actually done.

City Attorney Wynn: Pursuant to Florida statute.

Councilperson Spiritis: Florida statute?

Unk.: Mhmm.

City Attorney Wynn: Yes.

Councilperson Spiritis: Okay.

So, are we gonna do the same thing where each Member would make a recommendation to the Mayor? I don't.., I., I… Does the statute say the Mayor makes the appointments? How.., how is that.., how is that decided? Our Charter? How is that done?

Chair Pro Tem Miller-Anderson: You're talking about the Housing board?

City Manager Evans: Madam Chair, if you can allow for us just some.., an opportunity to look at that particular question, we'll be able to get you an answer, hopefully, before.., the end of the discussion.

Councilperson Spiritis: Thank you.

Chairperson Lanier: Okay.

Go ahead.

Library Director Brody: This piece contains.., pertains specifically to the Library Advisory Board, Division 3, Section 27-7.., Section 2-76.

There is a Library Board for the City which consists of five members. The members are selected by the City Council. All board members, and alternate board members, shall be appointed.

Each member shall.., shall serve for a period of one year, commencing May 1st. Individual members of the board shall serve until their successors have been selected and qualified.

Ordinance 4295 recommended changes consist of the following. There is a Library Board for the City which consists of five members. The members are selected by the City Council. All board members, and alternate board members, shall be appointed for staggered terms as defined in the Library Board bylaws.

The Library Board must encompass each.., must.., must encompass members from each district, who must provide a resume consisting of qualifications to be reviewed by the City Council as part of the formal selection process.

Individual members of the board shall serve until their successors have been selected and qualified.

And this is kind of a layout of how.., of how it will look. Library Advisory Board Bylaws Overview. Once again, Library Advisory Board candidates must submit an advisory board application and a resume for review by the board liaison and City Council.

The Library Advisory Board will consist of five members, representing each district, and two alternate members. And, this is how it.., how it would look. One member would be associated with District 1, that'll be Councilman Guyton, another member would be with District 2, Madam Pro Tem Miller-Anderson, another with District 3, Madam Chair Lanier.

District 4, Councilman Spiritis, and District 5 at large, which would be Councilman.., Councilwoman Davis Panier.

All board members shall be appointed for staggered terms as defined by the board bylaws. And, as always, all appointments must be ratified by majority vote of the City Council.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Mayor Lawson: Thank you.

I see that the Mayor doesn't have an appointment on the Library Board. Was that a.., [stammer] did the Mayor ever have an appointment as a.., on the board or is this not part of the changes?

Library Director Brody: At this point, there's not.., the Mayor can certainly recommend a candidate.

Mayor Lawson: Mhmm.

Library Director Brody: We can certainly look at that.

But, I.., I'm not [stammer].., at this point, we don't have something that's specific.., that's specifically tied to the Mayor, much like we would from a district perspective.

Is that something you would wanna see?

Mayor Lawson: What is the reason?

Is there a reason why there wasn't previously or that we don't have that in the recommendations?

Library Director Brody: I know historically, with the current Library Advisory Boards, you know, it's always been by district when we have it in the list.

It's always been kind of a whose.., it's always been a situation where anyone can apply basically and we would certainly look at recommendations. But, if you feel that a.., that a Mayor recommendation should be in there, we can certainly put.., certainly consider that.

Mayor Lawson: I would ask my colleagues to support a Mayor's recommendation for the advisory board.

There should be representation on every board from the Mayor's office.

Councilperson Guyton: Madam Chair?

Chairperson Lanier: Yes.

Go ahead, Commissioner Guyton.

Councilperson Guyton: I was curious to know how the alternate members will be selected.

Library Director Brody: [Stammer].

Councilperson Guyton: And… Let me finish.

And, maybe that would be an option for the Mayor to participate in the process. Just throwing it out there.

Library Director Brody: Yeah.

At this point, alternate members theoretically can be from any district because they.., the.., the idea was they would fill in, in the absence of another member or break a tie or something of that nature.

But, that's definitely something to.., I think that's.., that is a very reasonable recommendation.

Chair Pro Tem Miller-Anderson: And, Madam…

City Manager Evans: Madam Ch'…

Chair Pro Tem Miller-Anderson: …Chair

City Manager Evans: Madam Chair, if I may?

If.., if there is a situation where all our advisory boards we, in fact, look to make sure that there is representation from the Mayor's office then the recommendation would be to expand your boards to…

Councilperson Davis Panier: Seven.

City Manager Evans: …seven so you can make sure that you do have an odd number of representation on the board.

I think that's probably why they number five stuck in.., in most of our board structures but I think expanding it to seven, I think that's exactly what the Board did to accommodate the modifications to the Planning & Zoning.

You did expand the board to allow for multiple members to make sure there was representation.

So, we can do that if that's the pleasure of the Board.

Chair Pro Tem Miller-Anderson: Madam…

Mayor Lawson: Ma'.., Madam…

Chair Pro Tem Miller-Anderson: …Chair?

Chairperson Lanier: Go ahead, Commissioner Miller-Anderson.

Chair Pro Tem Miller-Anderson: But, if we do that, then we're gonna have.., someone's gonna have to do two or, you know, it's gonna be off.

It's not gonna be just one per person.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Mayor, then Commissioner Guyton, I'm sorry. Commissioner Spiritis.

Mayor.

Mayor Lawson: Thank you.

And, I would actually ask.., and, I.., I appreciate the recommendation but I would.., I would ask for and look for an actual slot on the boards versus an alternate, as a representative from the Mayor's office.

Being that there.., [stammer]… So, with the ex'.., with the extension, then.., of possibly seven seats, possibly looking at two appointments from the Mayor's office so whoever's sitting in this seat is able to actually assist with the appointment 'cause they can come from any.., any individual within the district and these appointments, do the individuals have to live in that district to be appointed by that representative.

So, with the Mayor's office, it opens up a little bit of flexibility, similar to what we would have with District 5 and allow for the Mayor to have an appointment.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Spiritis: Okay.

So, I.., I really believe that each district should have equal representation on the Board. I know that five is probably the most appropriate way to do it 'cause it's an odd number, so if they have to vote, you won't have a tie.

But, if you wanna add the Mayor in there, maybe the Mayor's vote doesn't count if there's a tie. I don't.., I don't know. You come up with something like that. But, I think each district has to be equally represented at.. at the table.

‘Cause these boards do make recommendations on a lotta money and a lotta big projects, so I think it’s very important that each district has equal representation.

Mayor Lawson: So Board, the Staff’s looking…

I’m sorry. Madam Chair?

Chairperson Lanier: No.

I was gonna say, what does that mean? Does that mean that we…

Mayor Lawson: Yeah.

Chairperson Lanier: …do five or we expand it to seven?

And then, we have a recommendation from the executive Staff? From the… I mean, I’m.., I’m not sure how you’re gonna do that.

City Manager Evans: [Stammer].

Chairperson Lanier: Go ahead.

Mr…

Mayor Lawson: Thank you.

Chairperson Lanier: Evans.

Mayor Lawson: That was…

Oh.

Chairperson Lanier: Oh, Mayor.

Go ahead.

Mayor Lawson: No.

That.., that was my question, thank you, Madam Chair is, what does that look like with the expansion of seven? What is that seventh person? ‘Cause I.., I would agree that my colleague is concerned…

I think the Mayor's office shall allow for two representatives that can actually represent anyone in the City at large. But, if we look for a seventh person of Staff, I just wanna make sure the Mayor's voice is heard when it comes to all of these boards.

Councilperson Davis Panier: Madam Chair?

City Manager Evans: Madam Chair, something to consider.

If you do look to expand it to six.., or, I mean, to.., to seven, then maybe the seventh person is where it's a nomination and [stammer] they need a majority of the Board's support to effectively serve in that particular capacity, if you were to…

So, you will all have a say in that.., in that seventh seat, if that's something that the Board wants to consider.

Or, another option could be that you have six members on.., on the board and the seventh only comes in if there is a tie associated with the.., with the vote. But again, these are advisory boards to.., to you all as the decisionmakers.

So, how you wish to handle that, Staff can.., can make the appropriate modifications.

Councilperson Davis Panier: Madam Chair?

Mayor Lawson: Madam Chair?

Chairperson Lanier: Go ahead.

Councilperson Davis Panier: I mean, would it be to, I don't know, muddy if, like, the Director chooses the seventh person?

Like, Mr. Brody can choose his, you know, the seventh person? And any.., any other director of the board…

City Manager Evans: Ma'.., Ma'…

Councilperson Davis Panier: …just like the Recreation.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

That.., that is actually common in.., in advisory boards that the.., the department director or the executive does have somebody that is.., or, even the Staff representative or somebody that sits on that board.

So, that's another option for the Board's consideration?

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Spiritis: Okay.

So, I.., I.., I still say that the.., each member of the [stammer].., each district should have an equal representation here. If the Mayor gets two appointments, clearly, that's not each district getting equal representation.

Maybe the Mayor's boar'.., person should be *ex officio*, just like the Mayor is on the City Council.

Or, you could do it the other way, like [stammer], you know, you.., if you wanna have the Mayor have someone and the department head appoints someone, I… But.., but how's the department.., how do you still make sure that each district, that you're not overloading one district with two or three votes?

Councilperson Davis Panier: [Inaudible].

Councilperson Spiritis: Cause you're not gonna be equal representation at the table anymore.

You lose that. That's why I think it should be five votes and the Mayor's.., can make a recommendation to an *ex officio* member.

Chairperson Lanier: So…

Mayor Lawson: Madam Chair?

Chairperson Lanier: So, how would the Mayor have two votes?

Mayor Lawson: Madam Chair?

Chairperson Lanier: Hold on a second.

Councilperson Davis Panier: If we take it to seven.

Councilperson Spiritis: Talking about seven votes.

Councilperson Davis Panier: We'd be taking about seven... Adding...

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: So… Hold on.

So, the Mayor would have one vote and then the [stammer].., the se'.., the seventh one would go to a., the director of…

Councilperson Spiritis: Yeah.

But what…

Chairperson Lanier: …the board.

Councilperson Spiritis: Yeah.

But, what you're doing is, you're opening it up with one district will now have more than one…

Chairperson Lanier: I see.

Councilperson Spiritis: …vote at the table.

Chairperson Lanier: The district…

Councilperson Spiritis: We're no…

Chairperson Lanier: …you mean, will have.

Councilperson Spiritis: …longer equal representation at the table…

Chairperson Lanier: I see.

Councilperson Spiritis: …anymore.

Chairperson Lanier: You mean, the district will have more than one?

Councilperson Spiritis: That is why I'm saying, just have…

Chairperson Lanier: I see.

Councilperson Spiritis: …it the City Council, and the Mayor can appoint an *ex officio* member that won't have a vote but will be…

Mayor Lawson: Ma'…

Councilperson Spiritis: …sitting at the table, like the Mayor sits here.

The same way…

Chairperson Lanier: I see.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Miller-Anderson, and then you, Mayor.

Chair Pro Tem Miller-Anderson: I mean, we.., we just need to keep in mind, these people are only making sugge'.., you know…

I mean, I know the Planning.., some of them actually vote to vote but [stammer] still, at the end of the day, we're the ones who make the decisions. So, I don't.., I don't know that it's that important.

Obviously, you wanna try to have equal representation in each district but if we wanna keep it odd.., a odd number and to allow for the Mayor to have a.., a position, to select someone, I don't.., I don't have an issue.

There's been times when it's been totally off, when you may have had three or four from District 1 and nobody was in District 2. And, you know, so, it wasn't.., but, at the end of the day, the Board is the one.., our Board is the one that makes the decisions.

So, just.., you know…

Mayor Lawson: Mhmm.

Chair Pro Tem Miller-Anderson: …keep that in mind.

Even though they may vote on something, we don't have to take their recommendation.

Mayor Lawson: Madam…

City Manager Evans: Madam…

Chairperson Lanier: Go ahead…

Mayor Lawson: Thank you.

Chairperson Lanier: Mayor, go ahead.

Mayor Lawson: Thank you.

So, just for clarity.., [stammer].., to clarify the record, the Mayor's not an *ex officio* Member of the City Council. Riviera Beach's form of government is Mayor, Council Member, Manager. And, the Mayor appointments should leave some flexibility for the Board, so that's why I was saying give the Mayor's office two recommendations.

The City Council ultimately votes on it, and votes on who is actually assigned to this Board. But, this leaves the flexibility of having at large representation and the Mayor makes a recommendation.

The Board ultimately ratifies it. So, if there's no additional power that's clearly gonna be given to any individual person on this Board. It's a recommendation and the City Council still ultimately ratifies it with a majority vote.

So, the ability of the Mayor's office, not being *ex officio*, 'cause the Mayor's office also does still have veto power. So, I wanna just be clear with the *ex officio* role here in the City and.., versus the appointments and versus the advisory boards.

But, keeping in mind that these boards, for many years, have been very difficult to fill. But recently, over the past years with this Council, and with the movement in leadership of the City, and with having clear transparency, I think that people are excited to wanna serve and excited to be engaged and the boards are getting multiple applications.

So, let's leave some open flexibility for the entire Council to ratify possibly seven members and bring it to seven, and then look at a recommendation of maybe bringing two.., two recommendations from the Board from the Mayor's office.

City Manager Evans: Madam Chair…

Mayor Lawson: Thank you.

City Manager Evans: …if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: Assistant City Manager Jacobs came up with a.., a really good idea that I think the Board should certainly consider.

What about the opportunity to have a member of the Youth Council serve on those advisory boards to diversify the.., the offerings, to get our young people involved in that? 'Cause,

if you're looking at Library, Recreation, and the like, [stammer].., it is good to have that perspective. And, the Education Advisory Board already has a youth seat on there.

So, that's something for you all to consider for that.., that seventh seat.

Chairperson Lanier: I like that idea.

I like that idea.

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: But, you know, that doesn't help Mr. Spiritis' point with the district but…

[Inaudible comments]

Chair Pro Tem Miller-Anderson: The.., the kids…

Chairperson Lanier: [Inaudible].

Chair Pro Tem Miller-Anderson: … come from a district.

But, I do like that. I do like that idea.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Spiritis: Yeah.

I [stammer].., it doesn't solve the problem. I think everyone has to have an equal seat. We may not ever see the things that they vote on. They vote on things within the department, what.., what events they're gonna have next week or whatever? What programs they're gonna do. It never gets to us. It ne'.., it never gets to the City Council.

Yet, they're making decisions that are gonna impact the whole community and I think it's e'.., it's very important that each district have a representative and a.., an equal vote there. We do have an at large vote, that's with District 5.

You know, Councilwoman Davis Panier does represent all the districts, and does appoint someone who represents all the districts. That's already done. That's built into the City Council.

The Mayor does not have a vote up here. [Stammer].., I'm not.., I'm not saying the Mayor isn't important and I'm not saying the Mayor doesn't do, you know, very, you know, im'.., an important job for the City and have other authority that we don't have, like the veto power. There are things that he has that we can't do.

This is just one thing that maybe he can't do that we can do. I just think that we have to have equal representation. Ev'.., everybody, you know.., everybody's a resident here and they should all have equal say, even when it comes down to the committee levels, you know, to these board levels.

Chairperson Lanier: So, how do we do that?

I think.., I know that the Planning & Zoning Board is more than five members. Isn't it? [Pause]. No? It's five members?

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: I believe the.., the membership has expanded, [whoo sound], I wanna say…

Well, Director Young and.., and Director Brody, you both work with Director Sirmons for the purpose of that. What did they expand it to? Did they expand it to nine or? What was the number? It.., it was a pretty substantial expansion.

I'll tell you here in a second.

Chair Pro Tem Miller-Anderson: Yeah.

It's more than five.

Chairperson Lanier: Yeah.

It's more…

Councilperson Spiritis: Madam Chair?

Chair Pro Tem Miller-Anderson: More than five.

Chairperson Lanier: I know that's.., I know that it's more than five.

And, I think that the Civil Service Board may be more than five as well. So, with that being said, do we bring up the other boards to seven or nine? Or, do we decrease the other ones to five? I mean…

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: I mean, we're trying to have some uniformity.

Councilperson Davis Panier: Consistency. Mhmm.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead, sir.

Councilperson Spiritis: When did Planning & Zoning change the number of board members?

And, how'd they do it without the City Council?

City Manager Evans: Madam Chair…

Chairperson Lanier: That's been…

City Manager Evans: …if I may?

Chairperson Lanier: …a while.

Go ahead.

City Manager Evans: You.., you all did that, I wanna say maybe a year or so ago.

Councilperson Spiritis: Not while I was sitting on the Board.

I wasn't at that meeting. I don't believe I was.

Chair Pro Tem Miller-Anderson: It might've been before you got in.

Councilperson Spiritis: I…

Chair Pro Tem Miller-Anderson: So, what are we doing now?

Are we moving on until we figure this out? We can go to the next one? Continue?

Councilperson Guyton: Well…

Councilperson Davis Panier: We….

Councilperson Guyton: Madam Char?

Madam Chair?

Chair Pro Tem Miller-Anderson: Go ahead.

Councilperson Davis Panier: Mhmm.

Councilperson Guyton: Staff needs some direction.

Councilperson Davis Panier: Right.

Councilperson Guyton: Yeah.

We.., we need to give them some direction one way or the other.

Chair Pro Tem Miller-Anderson: I mean, but we're stuck on whether it should be five or seven.

And…

Councilperson Guyton: We'll just get a consensus.

Chair Pro Tem Miller-Anderson: Alright.

Let's do it.

Councilperson Guyton: Let's get a…

Councilperson Davis Panier: Can…

Councilperson Guyton: …consensus.

Councilperson Davis Panier: Can the consensus be…

So, are we gonna do the consensus as seven, with the Mayor two, or seven with us.., the Mayor having one, and then the director being able to choose one…

Chair Pro Tem Miller-Anderson: We can…

Councilperson Davis Panier: …as well?

Chair Pro Tem Miller-Anderson: We can…

Councilperson Davis Panier: So, that's what I'm saying, which one?

Chair Pro Tem Miller-Anderson: We can figure it out.

Let's take one of them and see what everybody thinks about it. And then, if we don't get a consensus on it, we'll go to the next exam'.., the next…

City Manager Evans: Ma'…

Chair Pro Tem Miller-Anderson: …option.

Councilperson Guyton: I'm okay with the seven.

City Manager Evans: [Stammer].

Chair Pro Tem Miller-Anderson: I'm okay with the seven as well.

The Mayor having two. You talking about with the mayor having two?

Councilperson Guyton: Yes.

Chair Pro Tem Miller-Anderson: Okay.

What about you?

Councilperson Davis Panier: I'm okay with seven, with the director having one.

Chair Pro Tem Miller-Anderson: Well, no.

Let's finish this option.

Councilperson Davis Panier: Oh.

Chair Pro Tem Miller-Anderson: And so, either yes or you're not good with it. And then we'll...

Councilperson Davis Panier: Well, I….

Chair Pro Tem Miller-Anderson: …come to…

Councilperson Davis Panier: …have a preference.

Chair Pro Tem Miller-Anderson: …that second.

Councilperson Davis Panier: So, yeah.

No.

Chair Pro Tem Miller-Anderson: Yeah. That's what I'm saying. We'll…

Councilperson Davis Panier: Yeah.

Chair Pro Tem Miller-Anderson: …have that be the sec'.., we'll come back…

Councilperson Davis Panier: Okay.

Chair Pro Tem Miller-Anderson: …with that.

Councilperson Davis Panier: Okay.

Chair Pro Tem Miller-Anderson: So, you're saying no.

Mr. Spiritis, I'm sure you're…

Councilperson Spiritis: Yeah.

I'm not...

Chair Pro Tem Miller-Anderson: …probably not, right?

Councilperson Spiritis: …for the Mayor having two.

Chair Pro Tem Miller-Anderson: Huh?

Councilperson Spiritis: I'm not for the Mayor having two appointments.

Chair Pro Tem Miller-Anderson: You say no?

Councilperson Davis Panier: No.

City Manager Evans: Madam Chair…

Chair Pro Tem Miller-Anderson: [Inaudible].

City Manager Evans: …if I may?

Chair Pro Tem Miller-Anderson: Yes.

City Manager Evans: If I can have Director Sirmons provide a little bit of…

Chair Pro Tem Miller-Anderson: Okay.

City Manager Evans: …context about when we changed the advisory board and the composition of the [stammer] advisory board concerning Planning & Zoning.

And, we were fortunate that he's actually in a Planning & Zoning meeting right now.

Chair Pro Tem Miller-Anderson: Oh. It's perfect.

We can just look over there and see how many people are over there, huh?

[Chuckles]

Chair Pro Tem Miller-Anderson: Go ahead. Hi.

It's on. He shut the light on.

Development Services Director Sirmons: Alright. Good evening, Madam Chair, Members of Council, Honorable Mayor, Madam Attorney. Clarence Sirmons, Director of Development Services for the record.

Yes, across the hall we are holding a Planning & Zoning Board meeting at this time. And, it does have the new makeup that was approved by City Council, probably close to two years ago, at this point.

There were concerns about equitable representation between the districts amongst some other concerns that led to us redoing the Ordinance that governs that board, which is separate from this one at hand.

What we landed on was creating five voting [stammer] and five alternate positions. Each district is represented by a voting district and each district, except for 5, also has an alternate for that district.

For District 5 at large, it shares that seat with the Mayor's office. And so, the District 5 person nominates the voting member, the Mayor nominates the alternate member for that district. And, that was the.., the discussion and compromise that we came up with, to come up with equitable representation for everyone here, for the Board.

And.., and that's the.., the current makeup of the Planning & Zoning Board. So, it does result in a decent size panel. When the board is full, there are ten seats in total but everyone understands that certain persons have a voting role, others have an alternate role.

All can participate…

[Inaudible comment]

Development Services Director Sirmons: …in conversations and.., and discussion. If there is a person that is not present for a district, their alternate automatically can move up.

Councilperson Spiritis: It's a non voting [inaudible].

Development Services Director Sirmons: If that person is not renominated, the alternate is first consideration for moving up into the voting seat.

And that was one of the concerns as well, making sure there's a pathway up for those who are in the alternate positions.

But, those are some of the things that we worked through with the Planning & Zoning Board.

Councilperson Spiritis: Madam Chair?

Chair Pro Tem Miller-Anderson: Let me say something before.., just to catch her up.

Chairperson Lanier: Yeah.

Chair Pro Tem Miller-Anderson: So, we were kind of doing a consensus on having five or seven and that pretty much died for.., I mean, 'cause you were out, so it was…

Chairperson Lanier: Okay.

Chair Pro Tem Miller-Anderson: …half and half.

Chairperson Lanier: Alright.

Chair Pro Tem Miller-Anderson: So, but now, Mr. Sirmons has come with the example of what the Planning & Zoning does. So.

Chairperson Lanier: I see.

Councilperson Spiritis: Madam Chair?

Mayor Lawson: Madam Chair.

Chair Pro Tem Miller-Anderson: So, Mr. Spiritis.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Dr. Spiritis…

Councilperson Spiritis: Thank you.

Chairperson Lanier: …and then we'll get to you, Mayor.

Councilperson Spiritis: So, thi'.., this is exactly what I'm saying.

This is the perfect way to have a board. Each Member, each district has its representative, each district has an alternate and everyone has an equal seat at the table. So, the Planning & Zoning Board was done the exact way that I think every board should be done.

Chairperson Lanier: Okay.

Mayor.

Mayor Lawson: Yeah, Madam Chair.

Again, and I think that we're looking for a consensus. I think you had stepped out. But, in reference to just expansion of the board and possibly taking us to seven seats. So, since this is just the workshop I.., I don't think it's died yet but we're just still having consensus to give Staff direction.

And, I believe that the conversation was expanding the board to seven and having two seats that represent at large that would be appointed, or actually recommended by the Mayor and then ratified by the Board.

Councilperson Guyton: Madam Chair?

Chairperson Lanier: I see.

Go.., go ahead, sir.

Councilperson Guyton: Since this is not a regular meeting, just a workshop, you still have time to chime in on your position on the consensus.

Chair Pro Tem Miller-Anderson: Madam Chair?

[Chuckle]

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: My consensus has changed because I.., I…

We.., I know we went through a lotta work to get that Planning & Zoning balanced and get it to where we wanted it to be. And, after hearing you again, it.., it reminded me of all the iter'.., reit'.., the different iterations of versions that we continued to go back and forth on.

So, I.., I'm.., I support that.., well, that…

Councilperson Guyton: The way the Planning &…

Chair Pro Tem Miller-Anderson: …that example.

Councilperson Guyton: …Zoning Board...

Chair Pro Tem Miller-Anderson: Yeah.

Councilperson Guyton: is organized?

Chair Pro Tem Miller-Anderson: Yeah.

So, I take my whatever it was back.

[Chuckles]

Councilperson Guyton: It was seven with…

Chairperson Lanier: [Inaudible].

Councilperson Guyton: …the Mayor appointing two.

Chairperson Lanier: Yeah.

Well, we'll support that version that Mr. Sirmons has.

Councilperson Spiritis: Five.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Yeah.

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: Yes.

Go ahead.

Mayor Lawson: So, Mr. Sirmons, you said that the.., on the Planning & Zoning, the Mayor's office has an alternate for the Planning & Zoning?

Development Services Director Sirmons: That's correct.

Mayor Lawson: So, not a voting member?

Development Services Director Sirmons: That's correct.

Mayor Lawson: Okay.

I know we had a lotta discussion about that and I.., I couldn't disagree that the Mayor should have representation of voting on the boards and not just have an alternate on the boards. I know that there was a lot of discussion, a lot of [stammer] back and forth that went into that discussion but, the Mayor's office should have some representation.

And, I know we.., we.., we talked in depth about it. But again, the City is continuing to grow and I think the different boards should have representation from every position, including the Mayor cause the Mayor on the Planning & Zoning only has an ultimate.., and alternate recommendation not a voting recommendation.

Chairperson Lanier: Right.

Mayor, weren't.., weren't you a Councilperson at the time?

[Chuckles]

Mayor Lawson: I didn't agree with it.

Chairperson Lanier: [Chuckle].

[Chuckles]

[Inaudible comment]

Chairperson Lanier: Yes.

Go ahead, sir.

[Chuckles]

Councilperson Guyton: We.., we need to come to some type.., type of decision, consensus and moving forward, is.., are there three in support of the way the P&Z Board does it or we moving with the Mayor having two?

Chairperson Lanier: I'.., I…

Councilperson Davis Panier: Can I...

Chairperson Lanier: …I'm.., I'm with the P&Z Board.

Councilperson Guyton: Okay.

Councilperson Davis Panier: I'm with the Board too.

Can I ask one question though?

Chairperson Lanier: Yeah.

That's three.

Councilperson Davis Panier: And…

Councilperson Guyton: Well, that's three.

Chairperson Lanier: There we go.

Councilperson Davis Panier: Okay.

Chairperson Lanier: But he can.., she can ask…

Councilperson Davis Panier: Just one…

Chairperson Lanier: …one question…

Councilperson Davis Panier: …question.

Chairperson Lanier: …though.

Councilperson Davis Panier: And so, that person.., those people are appointed when the new.., when the Council.., like, if the Council changes, that's when you all start the.., that's when they start their term?

Councilperson Guyton: Uh-uh.

Development Services Director Sirmons: Through the Chair?

No. The members are appointed to three year terms and there is a defined start and end point to the terms, and they do not coincide with the terms of the elected officials. So, whenever the term is up, that district representative is.., the term for the P&Z seat, that district representative is notified that they have an appointment that they can make.

We provide any applications that have been submitted for review and reference, so that the.., the district person can make a nomination for who they would like to fill the seat.

Councilperson Davis Panier: Follow up.

Chairperson Lanier: Yes.

Go ahead.

Councilperson Davis Panier: So, who maintains that timeframe?

'Cause, once again, when I got here, it was not clear cut. And, with the rest of the boards, like, I asked a question before, like.., and, we talked about when the new Councilperson comes, then they select their own person.

So, how would this work as far as…

Chairperson Lanier: I.., I.., I think that that, yeah, ‘cause event when I got here there were people on the board that I could do nothing about. They were.., they were…

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: …on the board so I…

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: …couldn’t say you gotta get off the board ‘cause…

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: …I’m a new Councilperson.

Councilperson Davis Panier: I get it.

But who’s keeping accurate…

Chairperson Lanier: Oh, I think that each department is.

Each department.

City Manager Evans: Madam…

Chairperson Lanier: Since.., every…

Actually, every year…

Chair Pro Tem Miller-Anderson: The Clerk.

Chairperson Lanier: The Clerk.

And every…

Councilperson Davis Panier: Okay.

Chairperson Lanier: …year the.., the Clerk goes through all the boards with us anyway…

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: …at the beginning of every year.

So…

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: …we know then who's on it, when their time is up because that's a yearly thing that is brought to the Board.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

City Manager Evans: That.., that.., that exercise is for the City Council…

Chair Pro Tem Miller-Anderson: [Inaudible].

City Manager Evans: …Members serving on the advisory boards.

Chairperson Lanier: I see.

Oh.., oh yeah.

City Manager Evans: The.., the Clerk and the department is responsible for maintaining the roster of those that are on the board, as well as when the term's set to expire.

And then, when you see the list of advisory boards, you're gonna see.., you're probably gonna see boards that you didn't even know that we had. And so, we're gonna clean all that up based on the direction that you all…

And then, we'll be able to have a comprehensive list and inform persons, okay, this is what the terms are, this is what… So, the more clarity the board provides us on this Item, [stammer] this will be the.., the process that we look to effect all the boards Citywide.

Councilperson Davis Panier: Okay.

Chair Pro Tem Miller-Anderson: Madam…

Councilperson Davis Panier: Thank you.

Chair Pro Tem Miller-Anderson: …Chair?

I'm sorry.

Chairperson Lanier: No.

Go ahead.

Councilperson Davis Panier: Thank you.

Chair Pro Tem Miller-Anderson: The.., the Housing Authority Board, how.., who monitors that?

Because, I know that was way out of control as far as people being expired., their.., their terms being expired. Like three years.., four years? I mean, it.., it.., do we monitor that? I know the Mayor does the appointing but who monitors that? The Housing Authority?

Chairperson Lanier: The Housing Authority.

Chair Pro Tem Miller-Anderson: Well, that might be something we need to monitor as well.

Chairperson Lanier: Well.., well we were having conversations about that board, and about the bylaws that govern that board, that they should be in line with what the City is.., given that it's under the City's…

Chair Pro Tem Miller-Anderson: Right.

Chairperson Lanier: …auspices.

Chair Pro Tem Miller-Anderson: Can we…

City Manager Evans: Madam Chair?

Chair Pro Tem Miller-Anderson: …look into that?

Go ahead. Um…

[Chuckles]

City Manager Evans: So, the City Attorney was able to.., to bring up the statute that really talks about the.., the structure of the Housing Authority Board, the terms, how it is.., basically, it is, Ms. Wynn, correct me if I'm wrong, it's appointed by the mayor and then ratified by the City Council.

And so, we would tr'.., and then, they're.., based on… There are.., there are staggered terms with regards to that board. So, we can track and maintain that information for the purposes of having it captured here at the City side. But, the Housing Authority really is the entity that.., that retains all that information.

So.., but, we can.., we can track it.

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: But, the thing is, the Mayor is the one that appoints them and we're the ones that ratify it and it's being left unchecked because there were.., until we cleaned.., it was cleaned up when we did the.., when we expanded it to the seven and reappointed people.

Some of them had expired three, four years… I mean, it.., it made no sense how long some of them had been expired but they continued because of the statute. They are to continue until they're replaced.

But, someone needs.., [stammer] we have to.., I think we have to take the.., the [stammer] the responsibility of monitoring it if the Mayor's, whoever's in the Mayor seat is not gonna be the one to do it or if the Housing Authority's not gonna do it.

So.., because that shouldn't be.

Chairperson Lanier: I think it should be just like any other board…

Chair Pro Tem Miller-Anderson: Yeah.

Chairperson Lanier: …that we are over, that [stammer].., it's a part of the list of boards that the City governs.

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: Basically.

Because, we do…

Councilperson Guyton: [Stammer].

Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Guyton: And.., and I think we need to wrap this one up…

Chairperson Lanier: Oh, now…

Councilperson Guyton: …and move to the next one.

Chairperson Lanier: [Chuckle].

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Oh now you wanna wrap it up?

[Inaudible comments]

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Now, you want to?

Councilperson Guyton: No, no, no, no.

I'm just saying we…

Chairperson Lanier: [Chuckle]

Councilperson Guyton: …we.., we've really done beat this…

Councilperson Spiritis: Madam Chair?

Councilperson Guyton: …one to death.

We've decided. But, I…

Chair Pro Tem Miller-Anderson: Oh.

Okay. [Inaudible].

Councilperson Guyton: Dr. Spiritis, I have a question.

Councilperson Spiritis: Before you wrap it up…

Chairperson Lanier: Yes.

Councilperson Spiritis: …I have…

Before you wrap it up I have another question.

Councilperson Guyton: Okay.

But.., but…

Chairperson Lanier: No.

We…

Councilperson Guyton: I have a question. Wait.

Chairperson Lanier: Oh.

Councilperson Guyton: Wait.

I have a question.

Chairperson Lanier: This is a workshop.

Go ahead. Go for it.

Councilperson Guyton: Is.., is the Housing Authority a state regulated board?

Councilperson Spiritis: Yes.

Unk.: Mhmm.

Chairperson Lanier: And, who at the state regulates the board?

Chair Pro Tem Miller-Anderson: I mean, it's through the City.

Councilperson Guyton: Yeah.

Councilperson Guyton: We appoint.

I mean, the Mayor appoints, we ratify but it's regulated by the state.

Councilperson Spiritis: Yes.

Councilperson Guyton: So, how do we, as a municipality, and we're kinda seeing.., oversee this state regulated board. I.., I…. My question is, are we crossing the line?

Chairperson Lanier: I.., I just think…

Chair Pro Tem Miller-Anderson: No.

Councilperson Guyton: Wait, wait.

That's.., that's a Legal…

Chairperson Lanier: No.

Go ahead.

Councilperson Guyton: …question.

City Attorney Wynn: Madam Chair?

Chairperson Lanier: Go ahead.

City Attorney Wynn: No. [Inaudible].

Councilperson Spiritis: So…

[Inaudible comment]

Councilperson Spiritis: You call on me?

City Attorney Wynn: …statues created by…

Chairperson Lanier: [Inaudible].

City Attorney Wynn: …statute.

Chairperson Lanier: I mean…

Say it again. I'm.., I'm sorry. Go ahead.

City Attorney Wynn: It's created by statute.

I don't think you're crossing the line. The statue outlines what you're allowed to do. The Mayor appoints and the Cou'.., and brings it to the Council for your approval.

Chairperson Lanier: Right.

Councilperson Guyton: So…

City Attorney Wynn: Any other requests that you have, you can make them of the Housing Authority Board.

They are governed by their bylaws, they have their own attorney. I've spoken to him several times. I know he's worked on their staggering issue that they had. I'm not sure if it's completed or not but I know he was working on that.

Councilperson Guyton: So, one…

City Attorney Wynn: [Stammer]…

Councilperson Guyton: …one follow up question.

Chairperson Lanier: Go ahead.

Councilperson Guyton: So, the.., our authority is the Mayor appoints and we ratify.

Is that where it stops?

City Attorney Wynn: As it relates to board appointments, yes.

Councilperson Guyton: Okay.

Madam Chair, that's all I have.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: I think that it's governed by state statutes the way that the Audit Committee is governed by state statutes.

Go ahead, sir.

Councilperson Spiritis: Madam Chair.., but, as far as the Housing Authority, I believe Florida statute gives all the members a four year term.

Chairperson Lanier: Forty?

Councilperson Spiritis: Four.

Chairperson Lanier: Oh.

Councilperson Spiritis: Four.., four years.

And, I think what the problem was before was, the Mayor wasn't appointing people when their terms had expired. They weren't reappointed so they were just holdovers in their terms because there was no appointment from the Mayor and no ratification from the Board.

So, it's really up to the Mayor to keep an eye on the number and their terms.

Chairperson Lanier: Okay.

Councilperson Spiritis: Because the Mayor makes the appointment, then brings it back to us for ratification.

But that's in the Florida statute.

Chairperson Lanier: The four years is in the Florida statute?

Councilperson Spiritis: Right. And [stammer] that's all in the Florida statute.

So.., but, on.., on.., on the matter with the Planning & Zoning, I think Planning & Zoning should be appointed the same way the other boards are. I think it should be appointed with a term of the Member of the City Council, of the district member.

We should do the same thing and that way they'll be staggered and.., and that way it won't be confusing to the Members of the Council or the public. They'll know that when their new Councilperson comes in, that's when the appointments are being made and they have a three year term.

And it's real simple, it's easy to.., to keep track of it and the Members of the Board won't be sitting represent'… They may have different points of view on things than the person that appointed them at that point, if they're representing a new Member.

This way, at least there's some consistency with the City Council Members appointment.

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: So, I think we were.., I think I said that I was in fa'.., at least three of us up here said we were in favor of the Library Board and all boards at this point, I mean, to keep them kinda consistent.

I mean, but right now, we're only working with the Library Board. I guess we.., we'll come back to the Parks & Rec one cause we...

Councilperson Guyton: [Inaudible].

City Manager Evans: [Stammer]…

Chairperson Lanier: No.

It's a.., it's the Library Board and the Education Advisory Committee.

City Manager Evans: Madam Ch'…

Chairperson Lanier: That's the ones we're talking about tonight, right?

Chair Pro Tem Miller-Anderson: No.

City Manager Evans: Madam Chair?

Chair Pro Tem Miller-Anderson: Library and Parks & Rec we just did.

[Inaudible comment]

Chair Pro Tem Miller-Anderson: These.., these are the two that we're doing now.

City Manager Evans: Madam…

Chairperson Lanier: Got you.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

City Manager Evans: Just for.., as a point of clarification, Director Sirmons, correct me if I'm wrong, it does.., it's a three year term but it doesn't coincide with the term of office…

Chair Pro Tem Miller-Anderson: Right.

City Manager Evans: …with the elected official.

Chair Pro Tem Miller-Anderson: Right. Right.

Yeah.

City Manager Evans: Okay.

Councilperson Spiritis: Right. So I recommended that we make it so that it...

Chair Pro Tem Miller-Anderson: We're not...

Councilperson Spiritis: …coincides with…

Chair Pro Tem Miller-Anderson: He not on the Agenda.

City Manager Evans: Ma'…

Chair Pro Tem Miller-Anderson: Planning and Zoning's not on the Agenda.

City Manager Evans: Madam Chair?

Chairperson Lanier: Yeah.

City Manager Evans: I just wanted to make.., there's a distinct.., there's a difference from what is adopted now versus what is proposed.

I just wanted to make sure that we get clarity from the Board. If that's the case, then we need to go back…

Chairperson Lanier: You would have to go back.

City Manager Evans: And.., and reverse what…

Councilperson Spiritis: Right.

City Manager Evans: …the Planning & Zoning Board has.

Chairperson Lanier: Yes.

We're.., we're talking about two specific boards this evening.

Councilperson Davis Panier: So…

Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Davis Panier: So, basically, we're not trying to standardize it? 'Cause that's why I think he…

Chairperson Lanier: Yeah.

Councilperson Davis Panier: …keeps saying that because if we're.., are we trying to standardize all the boards or are we just gonna deal with these two and then come back to this other one later? Or…

City Manager Evans: M'.., Madam…

Councilperson Davis Panier: …are we saying, at this point, this is how we want to move forward…

City Manager Evans: Madam Chair?

Councilperson Davis Panier: [Inaudible].

City Manager Evans: Yeah.

We're.., we're trying to.., we're trying to standardize them. So, we wanna get clarity from the City Council what option do you like for the construct of the Board? 'Cause then, as you'll see in the PowerPoint, we do have other boards that effectively we're gonna have to go in and.., and make some modifications to.., to make sure they reflect the collective desire of.., of the majority of the Council.

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yes.

Chair Pro Tem Miller-Anderson: So, that's why I was saying, we put in a lot of work trying to come up with something that was fair.

I don't think it's.., I don't think it's realistic to line it up with.., whenever people… 'Cause what if I stay in for two.., two terms and this one goes out at one term? You know, it's gonna be lotta juggling.

It's not gonna be consistent because.., just because you.., each Councilperson has three terms, that don't mean you're gonna win the three terms. So, every time somebody.., it changes, it's gonna change that person.

And, you don't want to.., you do wanna have some consistency on the board but doing it the way that we did the Planning & Zoning, it.., we had all of these same issues, you know, with making sure we had each district represented.

We wanted to make sure that the alternates had an [stammer] opportunity to be a.., a voting member at some point. And so, when we went through the process of creating that system

for the Planning & Zoning, we kinda ironed out all of the issues that we had on things that we felt needed to be addressed.

So, if we're going to make it consistent with anything, I would say with the Planning & Zoning Board because that one, we.., we worked through that one. The others, you know, it was just kinda random or we haven't addressed it at all.

But, if we're gonna make some consistent, it should be consistent with the Planning & Zoning and.., and having someone on each.., from each district will be accomplished that way.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Mayor Lawson: Thank you.

And just, I guess, my final quick question before we move on is, what is the process of actually replacing or removing somebody from one of the advisory boards? It was mentioned earlier with the election or somebody coming in that they wanna maybe appoint someone to that board that represents their district.

Elections have consequences. So, what does that look like when it comes to a new member? If we're not gonna keep it in line with the election, then what does it look like with appointing someone that represents a district when a new elected is brought in?

Chairperson Lanier: So, from my understanding…

Development Services Director Sirmons: Is that a question for…

Chairperson Lanier: …I think…

Mayor Lawson: That's a question for Staff and then…

Chairperson Lanier: I know but let me.., let me say something, Mayor.

Mayor Lawson: Go ahead.

Chairperson Lanier: When I came in, there was a person already on the board out of District 3.

Mayor Lawson: Mhmm.

Chairperson Lanier: I didn't make them get off the board because I was elected, I just waited until their term was up and then I appointed someone myself to that board.

I didn't.., that person served, like, two more years after I got here. But, I didn't take them off because now I'm here and I want somebody else to be on there. I just waited until their term was up and then appointed someone.

That's how I did it. Now, I don't know how.., and I'm sure other Members have done the same thing.

Mayor Lawson: And I think that was the recommendation from Spirit'.., from Councilman Spiritis when it came to the appointments. That's why he wanted in line with the actual elections…

Councilperson Spiritis: Right.

Mayor Lawson: …so that the elected body, once they come into the Board, could appoint their board member.

So, I know that every three years that there may be turnover but if the.., if the boards are in line with the different seats and they need to also represent the district representative.

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: But, does.., isn't the whole point is making sure that someone from the district is there?

It's the district, not necessarily my person.

Chairperson Lanier: Right.

Chair Pro Tem Miller-Anderson: Right?

I mean, we're trying to make sure someone from the district is there. Obviously, we would want…

Chairperson Lanier: I mean, it's…

Chair Pro Tem Miller-Anderson: …someone that…

Mayor Lawson: [Inaudible].

Chair Pro Tem Miller-Anderson: …we know or…

[Inaudible comments]

Mayor Lawson: Being realistic, I.., I hear you.

But we're gonna…

Chairperson Lanier: No, no.

But just…

Mayor Lawson: Let's.., let's.., it's a workshop so we're gonna have real discussion.

So, yeah. You.., you'd like somebody from your district but, as a representative, you want the person that you represented to serve on…

Chairperson Lanier: Oh.

Mayor Lawson: …the board that represents…

Chairperson Lanier: [Inaudible].

Mayor Lawson: …the ideals, what your district represents.

You're the representative.

Councilperson Spiritis: [Inaudible]...

Mayor Lawson: So…

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: I didn't think of that.

Go ahead.

Councilperson Spiritis: Go ahead.

Chair Pro Tem Miller-Anderson: [Inaudible].

Councilperson Spiritis: So, I mean, [stammer] if.., if I'm.., if I'm running on election, I'm just using this hypothetically right now. Please, don't take this…

[Chuckles and inaudible comments]

Councilperson Spiritis: …you know, literally.

[Chuckles]

Councilperson Spiritis: But, if I'm running for office…

Chairperson Lanier: Hypothetically.

Councilperson Spiritis: …and I'm saying I'm against high rise development, do I wanna put somebody on the Planning Board who is for high rise development?

I mean, I make my appointments, I sit down and I speak to these people. I wanna know…

Mayor Lawson: Yeah.

Councilperson Spiritis: …what they think about before I put them on a Planning…

Chairperson Lanier: So, you're saying…

Councilperson Spiritis: …& Zoning Board to make sure that they're in line with what I ran my.., ran for office on…

Councilperson Davis Panier: [Inaudible] supported you. Period.

Councilperson Spiritis: …and what I tell my people…

Chairperson Lanier: I see.

Councilperson Spiritis: …I think.

Chairperson Lanier: So, you're saying…

Councilperson Spiritis: In my district.

Chairperson Lanier: …that if you are elected, yes'.., I mean, yeah, you were elected yesterday and the person that's on the board, representing the Planning & Zoning now is a.., is for high rise, you would want to remove them?

Councilperson Spiritis: I would think that I would want them to be in line with what my policies are and what I ran for.

That's what the people in the district are supporting and I think it should be done that way. When I got on the Board, I inherited someone on Planning & Zoning. I didn't get rid of that person 'cause I didn't.., I didn't even know how it was really set up at that particular point.

I did reappoint that person. But, does that person get another three years or did that person fill out the term of when I got on, of.., of his term? Or.., or, did he start all over? I didn't even.., I can't tell you today whether that person has another three years or not.

If it was just consistent with our terms, I would know. And I think it just.., it makes good sense, I think, for it to be staggered and.., and to go with the three year term of each Council Member.

I think that makes a heckuva lot more sense than…

Chairperson Lanier: But, how does that.., how could you accomplish that though?

How would…

Councilperson Spiritis: When.., when…

Chairperson Lanier: …that work?

Councilperson Spiritis: You.., you would have to start it at a certain point.

Starting at the next election.

Councilperson Davis Panier: The people in.

Yeah right.

Councilperson Spiritis: And then…

Chairperson Lanier: Oh, I see.

Councilperson Spiritis: …and then at the election after, that person would get to appoint.

That person…

Chairperson Lanier: I see.

Councilperson Spiritis: …would get to…

And, their term would end when the next.., next election.

Chairperson Lanier: So, that person would only serve as long as that other person serves?

Councilperson Spiritis: Right. .

Chairperson Lanier: I see.

Alright. So, what does that mean?

[Chuckles]

Chair Pro Tem Miller-Anderson: I'm fine with the Planning & Zoning?

Chairperson Lanier: Yeah.

'Cause Planning & Zoning is its own animal in itself.

Chair Pro Tem Miller-Anderson: No.

City Manager Evans: Madam.., Madam Chair?

Chairperson Lanier: Yes.

City Manager Evans: One.., one thing you.., we can incorporate in the actual language is that, you know, if we were to look to.., to mirror the.., the same that's in Planning & Zoning, maybe it's a modification that you, as the Board, at any time, district representative, have the ability to effectively remove a person in that seat and then the appointee will fill out the remaining term and then the subsequent term then, you know, the district representative can say I'm fine with this person being in here or I want to look to appoint.

We can.., we can insert that, and that can get you to effectively the.., the same.., same place.

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: So, I guess we have the flexibility to do that for these other boards.

But, I did not have that option for Planning & Zoning. Because, I inherited somebody for ten.., a majority of my time here. And.., I mean, well I did reappoint one time, I think. But, that was not an option for Planning & Zoning.

Chairperson Lanier: Right.

City Manager Evans: Ma'.., Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: Yes.

That.., that was not an option. That's something that you just had the conversation with the Attorney that we talked, as another option, if that's something…

And, I will tell you, we would look to bring back modifications if that's something the Board said, we would bring back modifications to the Planning & Zoning Board as.., as effectively giving you the ability to remove persons and have an appointee to serve out the remaining part of the term or when the term expires….

Chairperson Lanier: That should be across the board though.

Chair Pro Tem Miller-Anderson: No.

The Planning & Zoning is.., Ms. Wynn, isn't that in the statute or something? Correct me if I'm wrong 'cause I asked you bef'.., I asked you about this before. And, it's something within the statute, you can't remove them until their.., you have to wait for their term to expire.

Chairperson Lanier: Planning & Zoning?

Development Services Director Sirmons: Yes. Through the Chair?

Chairperson Lanier: Yes.

Go ahead.

Development Services Director Sirmons: The.., the statute requires cities to have a.., a local planning agency, is the term they use there, which is effectively our Planning & Zoning Board.

So, we're required to have this board. It does not give us what our rules are, in terms of appointing and removing. That part is governed by our Ordinance. For the Planning & Zoning Board, it gives causes for removal.

I think missing a certain number of meetings is cause for removal. And, when we updated the Ordinance, I think it expanded that language a little more for certain types of inappropriate behavior or.., or something of that nature.

I.., I didn't review it right before this…

Unk.: Right. Right.

Development Services Director Sirmons: But, there's language about what situations allow for the removal of a member.

It.., it's not situated at the.., at just simply the desires of the district representative though, I can…

Chair Pro Tem Miller-Anderson: Right.

But that was…

Development Services Director Sirmons: …say that much.

Chair Pro Tem Miller-Anderson: …at.., mandated based on an Ordinance, you said?

Development Services Director Sirmons: Correct.

Chair Pro Tem Miller-Anderson: Okay.

So, that could be modified?

City Manager Evans: Madam Chair?

Chair Pro Tem Miller-Anderson: Oh, we didn't have the votes to modify it.

Chairperson Lanier: Yes. Go ahead.

City Manager Evans: Yeah.

We would.., we would make… Yeah. We would make the modifications to that to add that, at the discretion of the district representative, you do have the ability to remove the appointee that rep'.., that is a.., that is the…

Chairperson Lanier: Oh, it's a Ordinance.

City Manager Evans: …appointee of the respective district.

Councilperson Spiritis: Madam Chair?

Chair Pro Tem Miller-Anderson: It still is an Ordinance.

Chairperson Lanier: Yes.

Councilperson Spiritis: So, I.., I think that we should have the terms for Planning & Zoning coincide with the terms of the elected officials.

But, we should also have the ability to remove the people that we appoint to a position. [Inaudible comment]

Development Services Director Sirmons: Madam Chair, if I may?

Chairperson Lanier: Go ahead.

Development Services Director Sirmons: The.., I.., I will speak just for the Planning & Zoning Board at the moment.

Because it is a state required board and it requires familiarity [chuckle], excuse me, with the.., the complex nature of land development, the Comprehensive Plan, state, federal, and local regulations, there's a.., a lot of onboarding, training, and getting persons up to speed and understanding the process of the Planning & Zoning Board, which is one of the reasons that we have three groups that are staggered terms, group A, B, and C, all having three year periods.

And so, at any given time, only a small number is rolling over because we do need continuity and the knowledge and understanding of the processes and.., and what the.., the Board works to accomplish through the Planning & Zoning Staff.

So, in that situation, it would not be ideal to create a scenario where there's more turnover. But again, I'm.., this is speaking from my experience with the amount of work that it

goes into, the training and.., and onboarding Planning & Zoning Board members and their responsibility to the.., the.., the state and those requirements.

So, to that point, I would say, it may not be one size fits all when it comes to the amount of turnover with boards, what works and what doesn't. But, I just wanted to provide that Staff perspective for this particular board.

Mayor Lawson: Madam…

Councilperson Spiritis: Madam…

Mayor Lawson: …Chair?

Councilperson Spiritis: …Chair?

Follow up?

Chairperson Lanier: Follow up.

Councilperson Spiritis: Okay. So, then.., then I just think that it should be.., it should coincide with the.., with the City Council Members' term. We can start it at the next election. The.., the representatives.., the two representatives will get to appoint people for a three year term on Planning & Zoning, or any other board, and then in the next election, those people get to appoint their people on the boards for their three year terms.

And then, we'll have staggered terms in all the City.., on all the City boards.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Mayor Lawson: And.., and to that point, I.., I think that we have to be very clear and understand that Planning & Zoning, and these other advisory boards, are completely different.

They're.., they're different powers and responsibilities. Planning & Zoning makes formal recommendations and hears the different items before the Board versus some of these other advisory boards.

So, I don't wanna model what we created for Planning & Zoning and had in depth conversations with some these, Parks & Recs, and Library, and other advisory boards. We wanna simplify some of the boards to make it easy to obtain, easy to get involved and get representation for every board.

So, I think we're.., we're.., we're combining the.., the recommendations and I don't think we should. I think we should keep our other advisory boards separate from P&Z, and that was why I recommended that we expand the Mayor's [stammer] role because P&Z was an in depth conversation.

But, they do make formal recommendations where they're hearing, and as Mr. Sirmons says, there's proper training. So, you.., you don't wanna make that turnover as contentious on P&Z versus some of the other boards but we would wanna have more flexibility with the oth'.., other boards.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Spiritis: Yeah.

So, I.., I'm not recommending making anything more difficult. I'm just recommending that the Planning & Zoning stays the same way they are, with the same authority, same power as everything just that their terms coincide with the appointee's term. That's all.

Mayor Lawson: And, and…

Councilperson Spiritis: Nothing…

Mayor Lawson: …just…

Councilperson Spiritis: We're not taking any authority, we're not taking anything away from them that they don't already have.

All we're saying is the term coincides with the person who appointed them.

Chair Pro Tem Miller-Anderson: Madam…

Mayor Lawson: And..

Chair Pro Tem Miller-Anderson: ...Chair?

Mayor Lawson: …and to that point, I don't think that.., I don't think they…

I think Mr. Evans was trying to give a point of reference…

Chair Pro Tem Miller-Anderson: Yeah.

Mayor Lawson: But, this is not on the Agenda.

Chair Pro Tem Miller-Anderson: Right.

Mayor Lawson: The P&Z's not a discussion.

So, it was just a point of reference…

Chair Pro Tem Miller-Anderson: Yeah.

Mayor Lawson: …for the Board.

So, I.., I think that this was to give us some food for thought. I don't think we take this recommendation. We keep P&Z as is, as.., as stated.

Chair Pro Tem Miller-Anderson: Mhmm.

Mayor Lawson: But, this was just to give us an understanding how to proceed.

I think we proceed with our other boards in the fashion that we're looking because I believe our other boards have different terms as well. Are these other boards one year? The Parks & Recs I believe is one year terms?

Chair Pro Tem Miller-Anderson: We just had that whole conversation.

Did you miss that?

Mayor Lawson: [Stammer] what I'm s'.., what I'm saying is that the recommendation that.., the consensus of this Board just get.., gave, is to mirror the other boards against P&Z.

Chair Pro Tem Miller-Anderson: No.

I was talking about the one year when they were asking do they have one year terms?

Mayor Lawson: Mhmm.

Chair Pro Tem Miller-Anderson: And we went back and forth [inaudible]...

Mayor Lawson: I ignored that.

Chair Pro Tem Miller-Anderson: But… [Chuckle].

Mayor Lawson: But.., but with that.., with that same point, I don't think that our other advisory boards should be mirroring P&Z.

We should leave P&Z because we did the research, the work, and the effort to allow for them to do that part. But, I think these advisory boards that we're talking about on tonight's Agenda, we should take a look at these recommendations and, still, take into consideration giving a voice to the Mayor's seat and possibly a Staff recommendation.

Chairperson Lanier: Okay.

Mayor Lawson: Thank you, Madam Chair.

Chairperson Lanier: Thank you.

So, where are we? We need to move to the next Item. Where are we now?

Chair Pro Tem Miller-Anderson: Well, I think Mr. Sirmons probably wanna go before we disband the whole Planning & Zoning Board meeting.

Mayor Lawson: Yes.

[Chuckles]

Chair Pro Tem Miller-Anderson: Like, I didn't even come in here…

Chairperson Lanier: So…

Chair Pro Tem Miller-Anderson: …for that.

Chairperson Lanier: So, what are we…

City Manager Evans: So…

Chairperson Lanier: …what.., what are we looking at?

We're looking at making sure that.., looking at what that looks like, how to line up the individuals with the Councilpeople, what that looks like. I mean, it doesn't have to be voted on but give us an idea what that looks like.

And also too, give us an idea of the expansion. We don't.., we're not settling this tonight, we just wanna see what that looks like.

Councilperson Spiritis: Madam…

Chairperson Lanier: Can you do that?

Councilperson Spiritis: Right.

Madam Chair?

Chairperson Lanier: Yes.

Councilperson Spiritis: Yeah.

When we started this, the City Manager just suggested that what we discuss tonight, he might be able to incorporate into all the other boards and make it simple and be able to bring it to

us in the future based on what we're discussing tonight and the recommendations that we're making tonight.

That's why we're having this discussion about Planning & Zoning. And, it was good to hear how Planning & Zoning went through a very difficult process to get to the point where they did.

We're just looking to make a very minor change to the process that the Board went through, you know, for a long time, to come up with the numbers and the votes and.., and how they created that board.

And I.., I.., and like I said, just a minor change to everything that you did previously makes sense. We're just saying, just have it coincide with the person that appointed that person. It makes more sense politically and from, you know, a working situation for the board member themselves.

Chairperson Lanier: Alright. Very good.

Mr. Evans, what is that you're going to do?

[Chuckles]

Chairperson Lanier: What did you hear from all of that?

How did that make… Tell me, what did you hear?

[Inaudible comment]

[Chuckles]

Chairperson Lanier: And we'll.., and we'll tell… And we'll tell you if that's what we want.

[Inaudible comments and chuckles]

Councilperson Spiritis: Madam Chair?

Madam Chair, I can make it real simple.

Chairperson Lanier: What did you learn today?

[Inaudible comment]

Chairperson Lanier: Go ahead, sir.

[Inaudible comment]

Chairperson Lanier: Yes.

City Manager Evans: What I believe I heard.

[Chuckles]

City Manager Evans: So, the.., the Planning & Zoning Board, take.., take what are certain elements with regards to the representation of the Planning & Zoning Board to effectively expand out to all our advisory boards, add in a com'.., and this is where I need some.., some clarity from the Board.

Do you want it to run with the district representative or do you want a provision in there… Or, you can have both, where you could remove a member at whatever time you deem appropriate, once it's an Agenda'd item, but to mirror what are the construct and the representation of the Planning & Zoning Board for both the Recreation and the Parks & Recreation Board. That's.., that's what I believe that I got from the.., the Board.

But, one thing for.., for clarity sake is that it does.., and, I believe, Director Sirmons, correct me if I'm wrong, if the situation were in the District 5 representation, it's a recommendation by the.., by the Mayor and then confirmation by the Council for that.., that District 5 seat?

So, that that…

Unk.: For the alt'.., the alternate one.

City Manager Evans: Oh, the alternate.

Chairperson Lanier: Oh, the alternate.., alternate.

City Manager Evans: Yeah. Right, right.

The alternate.

Chair Pro Tem Miller-Anderson: Mhmm.

City Manager Evans: Right.

So, that's what I believe that I.., that I heard from the Board. So, those are the.., that's the, at least the baseline that we would look to.., to layer over all the advisory boards.

Chairperson Lanier: Is that amenable to everyone?

Chair Pro Tem Miller-Anderson: Well, Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: Can he bring back the.., what they will look like with.., especially with the staggered terms?

Like, how much turnover will we be looking at in order to make it line up with the.., the Councilpeople. And…

City Manager Evans: Yes.

Chair Pro Tem Miller-Anderson: And then also, I.., I do like the Par'.., well, I don't like it but if we're gonna do it, to put it in there aside from the Planning & Zoning where the Councilpeople will have an opportunity to remove someone if it's not who they wanna keep in that position.

Parsk & Recreation Director Young: Madam Chair?

Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Parsk & Recreation Director Young: Just to make a point.

On the Recreation Board there is language in the Ordinance that states that members shall vote office at the will of the City Council and are removal by City Council upon written notice.

So, that language is in the Recreation…

Chairperson Lanier: Oh, it's already...

Parsk & Recreation Director Young: …Board Ordinance but it may not be in all Ordinances.

Chairperson Lanier: Oh.

City Manager Evans: Right.

Chairperson Lanier: Okay. Got you.

City Manager Evans: And.., and we can look to incorporate that language.

Is it.., is it effectively… So, we will go through the advisory boards and make that.., that change.

Now, there are.., there are some situations, and I think.., can we.., can we go to the.., the list of advisory boards?

Chairperson Lanier: Do we have a list?

Okay.

Chair Pro Tem Miller-Anderson: Yeah.

[Pause]

City Manager Evans: Okay.

So, these., these are the list of.., of different advisory boards. Now, of course, your Pension and Civil.., those boards are a little different. So, we're gonna look at those. So, we're gonna try to go through here and we'll take, probably, the easiest ones first and bring it for your consideration.

But, this is just a.., a list of the different advisory boards that you do have. And, some of them are newly created, like the Public Arts Advisory Board. And so, as we make our way through this, some of this may be codified in statute and may have some specific parameters that we have to follow.

So, we will go through those to try to match it up with the.., the legislative intent of the Board. And then, when we do bring you that Ordinance, we will strike through and underline what are some of those changes so you have that for the purposes of understanding what the modifications are.

But, we will try to mirror what's provided for in Planning & Zoning.

Now, question. Does the Board wish to.., us to make.., or, add in language or modify the Ordinance that provides for that separation language for P&Z as well?

Chairperson Lanier: Yes.

Unk.: Yes.

City Manager Evans: Okay.

Chairperson Lanier: Yes.

City Manager Evans: Okay.

Chairperson Lanier: Alright.

Very good.

Thank you, sir.

City Manager Evans: And.., and, Madam Chair, just as a point of clarity for.., for Staff to go back and make these modifications, when we do make these modifications, obviously, the Ordinance will supersede the Resolution 'cause some of these give those authorities, some of the.., the constructable we talked about is provided for in the bylaws.

So, we'll make sure.., there may be some modifications to the bylaws that accompany the Ordinances to make those changes as well.

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: So, would we be also.., I don't know, I guess this is a question for the Board.

Term limits. I mean, the Council has term limits, so would you…

Chairperson Lanier: Yeah.

Chair Pro Tem Miller-Anderson: …essentially...

Chairperson Lanier: I would think so.

Chair Pro Tem Miller-Anderson: It would be…

Chairperson Lanier: Yes.

Chair Pro Tem Miller-Anderson: …the same?

Chairperson Lanier: Yes.

Chair Pro Tem Miller-Anderson: For the boards?

Chairperson Lanier: I think so.

Yes.

City Manager Evans: [Stammer].

Chair Pro Tem Miller-Anderson: Yeah?

I mean, that's something I…

Chairperson Lanier: Yeah.

Chair Pro Tem Miller-Anderson: That.., that's not in there already so that would be…

Chairperson Lanier: But, no…

Chair Pro Tem Miller-Anderson: …something we…

Chairperson Lanier: …we.., we definitely want…

Chair Pro Tem Miller-Anderson: …would need to add.

Chairperson Lanier: …to add term limits.

Development Services Director Sirmons: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

Development Services Director Sirmons: I would, again, just injecting a Staff perspective on there.

It.., it can be difficult to find…

[Inaudible comments]

Development Services Director Sirmons: …volunteers.

And.., and we don't wanna downplay that. There are.., sometimes these seats go unfilled because we're not getting candidates that are applying to the seats. And if the Board has the ability to remove someone without cause, I think it allows the turnover if.., if someone is not pleased with them.

But, if someone is doing a good job, the.., the district seat person is happy with them, I don't know if it would help us in our administration of the boards and training and filling these seats if someone just has to get off because of a [stammer] a term limit.

So, in this case, it may not be the easiest for us to keep up with everything and keep up a trained and active members. And, there's also a component of finding volunteers who are, not only committed to it, but also have the time.

Some people, you know, have good intentions but just can't make it and work conflicts and things like that. So again, that.., from the Staff perspective, that is.., that is something that we've dealt with as well.

City Manager Evans: Madam Chair?

Chair Pro Tem Miller-Anderson: I'm fine…

Yeah. That makes sense.

Chairperson Lanier: I'm fine with that.

Chair Pro Tem Miller-Anderson: Okay. Yeah. We have the option to take them off.

Chairperson Lanier: I'm fine with that.

City Manager Evans: And, Madam Chair, we.., we can provide a situation where, if it's the Board's desire, we can provide that, you know, if it is a situation where a member is removed, there's a thirty or sixty day notice that's provided for that particular person, and allow for you to.., to fill that.., that particular seat.

So, they can serve… Or, language that they can serve until a successor is brought forward. So, okay, you're removing said member. It takes two months to find somebody to fill that seat, until that successor's named, that person finishes out the term that's provided so there's not a lapse in coverage.

Chair Pro Tem Miller-Anderson: Okay.

Chairperson Lanier: Very good.

Yeah.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Councilperson Spiritis: So, I.., I don't think we should have term limits either.

I think that there are qualified people who'd be hard to find, especially when it comes to Planning & Zoning, and some of these other areas. We have to do a lot of research and education, could be even the Housing Authority.

So, I.., I don't.., I don't think we should put term limits on it.

Chairperson Lanier: Very good.

City Manager Evans: And., and.., and, Madam Chair, I'll tell you.

Also, some…

Chairperson Lanier: Last thing.

Go ahead.

City Manager Evans: Okay. [Chuckle].

Some other municipalities also provide for if members go through, like, Citizen's Leadership Academy, that they are, in essence, given another tier. Their application score's higher 'cause they have gone through, you know, that particular type of program.

So, if you wanted to say Citizens Leaderhsip Academy or Youth Council, those applications rank higher than Joe Q Citizen in the application process because there is recognition of nine weeks that.., or, ten weeks persons have gone through…

Unk.: Certified.

City Manager Evans: …a.., a process.

So, something to consider.

Chairperson Lanier: Very good.

Thank you, sir. Mr…

Development Services Director Sirmons: Madam Chair?

Chairperson Lanier: Mr. Sirmons.

Alright. Thank you guys for your presentation and we're gonna move to the next Item.

Madam Clerk.

2b. <u>ITEM NO. 2B</u>

City Clerk Hall: Madam Chair, the next Item is 2b.

City Clerk Hall: WORKSHOP DISCUSSION AND POLICY DIRECTION REGARDING PROPOSED MODIFICATIONS TO THE CITY OF RIVIERA BEACH SPECIAL EVENTS POLICY AND PROCEDURES MANUAL AND POTENTIAL RELATED AMENDMENTS TO CHAPTER 10, ARTICLE IV OF THE CITY CODE OF ORDINANCES.

DEIRDRE M. JACOBS, ASSISTANT CITY MANAGER, (561) 845-3412

Chairperson Lanier: Mr. Evans.

City Manager Evans: Madam Chair and Members of the Board, the Item that's in front of you this evening, concerning special events, has two components of it, one being what is the Special Events Ordinance that is the governing policy that was adopted by the Board to call out what is a special event.

And then, we also have what is the.., the policy that is the Staff internal document that Staff looks to use it as the.., the guiding principles for the special events process. And so, we do have a group of speakers that will talk about some elements associated with the Ordinance, as well as the policy, and then, seek direction and clarity from the Board as to how the Board wishes to proceed.

So, at this time, I'm gonna turn the presentation over to Assistant City Manager Deirdre Jacobs to make introductions of the folks on the panel, and then to begin the presentations.

Manager Jacobs.

Assistant City Manager Jacob: Thank you, Mr. Evans. Good evening, Mayor Lawson, Chair Lanier, other Councilpersons in your respective places, City Attorney Wynn, City Manager Evans, City Clerk Hall.

For the record, my name is Deirdre Jacobs. I'm the Assistant City Manager here with the City of Riviera Beach.

This evening, we'll be presenting to you the Special Events Program and we're hopeful that as a result of the program, we'll be able to better understand your desires and receive comments with.., from you as to how we move forward with making any changes, adjustments to the program in terms of where we are right now and where you would like for us to consider moving forward.

I'd like to introduce our Staff that works with the Special Events Program. Ms. Aladia Franks, she's the Special Events Manager, Mr. Privitera, he's from the Police Department, Steven Gude, he's with the HR Department, and Chief Golden is with the Fire Department.

I also see Mr. Merzius in the audience because they also play a part in our Special Events Program.

Also, I'd like to introduce Attorney Richard Ryles. Mr. Ryles has met with our committee and we're in the process of establishing a relationship with him because we know that special events, even though it's the next.., it's centered around entertainment, fun, and enjoyment for our residents, our visitors, we know that it is quite a serious program and we wanted to apprise you of all the.., the legalities that are associated with the conduct of the special events activities.

Mr. Ryles is thoroughly versed in terms of special events and how we need to be able to establish a program where we can actually protect the City and be in a position where, when we put on these particular events, that we're able to protect the City and create various systems wherein we minimize the risks that are involved in special events programming.

So, with that said, Attorney Ryles, if you would go ahead and start the presentation.

Mr. R. Ryles: Sure. Good evening.

Unk.: Good evening.

Mr. R. Ryles: Madam Chair and City Commission.

I was asked to evaluate the systems that are in place relative to special events. And, as an old personal injury lawyer, I'm gonna just give you some background from this side that, you know, I've.., I've seen the light and I represent cities now as opposed to suing them.

But, I can.., [stammer] I'll give you a horror story with this City. There was a situation in September 1, 2012 where you all allowed a Sweet 16 party to occur at the Newcomb Hall. And, gang members from Lake Park entered the.., the party at the request of members inside the party.

And, you had requested that the party organizer have police, and have insurance, and provide security. Well, unfortunately, because I.., I was the attorney representing the party.., there was a shooting of 16 years old's. Three of them, I believe, were shot and two were killed.

And, what we found.., I mean, what.., what.., what sealed the case for us in that instance was that you had a police officer on stage with the DJ dancing. That didn't help.., that didn't help the City's case.

But you, likewise, had an inadequate number of police attending the event. And, what laymen don't understand is that there are standard protocols for events. The American Society, for industry security as is, is the preeminent organization that sets forth how many police you

should have for an event, based on the number of people, a threat assessment needs to be done prior to the event by the police.

If you're having an event that you know is going to attract gang members, th'.., that likewise should be added into your threat assessment, as well as the population of people that are in demographic.., graphics of the people who are gonna be there.

These are just basic things that need to be done. What a lot of municipalities don't recognize is that, not only are the events that are held on your facility your responsibility, ultimately, but there is something within the law called the foreseeable zone of risk.

And, the foreseeable zone of risk is, for instance, you have a.., [stammer] and I'm not.., and I hate to use it because I love going to the Old School Reunion but.., but annually, you have this concert series and across the street there are people who park in lots every year.

And, you know they park in those lots every year. That is within your foreseeable zone of risk, whether you realize it or not.

Another war story is, I.., I represented a young.., a family whose son got killed as a result of an illegal party at the Boys & Girls Club in Belle Glade and the.., and the son was parked across the street where everyone parked.

And, as he was making a U-turn in the middle of the open street, on Avenue.., on Martin Luther King Avenue in.., in Belle Glade, he was hit by a bullet from shooting gang members. Well, the Boys & Girls Club was held responsible for that because where the young man parked was in the foreseeable zone of risk.

And, there is a case called Shelburne versus Holiday Inn, where the Holiday Inn in Fort Pierce would had.., had a nightclub inside of the Holiday Inn and people [stammer] parked across the highway in an open lot.

And, there was a shooting in the lot and the.., and the city was held.., I'm sorry, the Holiday Inn was held responsible for the lack of security because there had been stabbings and other criminal offenses in.., in that lot.

So, when looking at what the security ramifications are for any event that you are having, you certainly have to have your [stammer] police involved who are utilizing standard secur'.., recognized security [stammer] standards of procedure which.., which can be verified.

Because, when plaintiff's lawyers bring a case, a city or a municipality or a large entity that has done something, has a much better chance than an entity that has done nothing. And so, putting protocol in place, and then making sure that that protocol is followed, is the preliminary step of reducing your.., your liability to lawsuits, and to protecting the public.

If you have any questions, I'm.., I'm here and.., and ready, able, and willing to.., to answer them.

Chair Pro Tem Miller-Anderson: Any questions so far?

[Pause]

Chair Pro Tem Miller-Anderson: None, Board? Okay.

So, we're going on.., moving on with the presentation.

[Inaudible comment]

Assistant City Manager Jacobs: Madam Chair?

Chair Pro Tem Miller-Anderson: Go ahead.

Assistant City Manager Jacobs: I just.., if there are no questions, I wanted to just summarize what Attorney Ryles just shared with us.

Chair Pro Tem Miller-Anderson: Okay.

I didn't know what we were doing.

Assistant City Manager Jacobs: No, no.

Chair Pro Tem Miller-Anderson: So, that's why I was like…

Assistant City Manager Jacobs: That's okay. That's okay.

When we talk about special events and the protocols and systems that are put in place in order to carry out those particular [stammer] events, the information that he shared with us is critical as far as Staff goes.

If you see there are.., there are usually exists a committee that works in order to go through those applications to make sure that certain areas.., that attention is paid to those certain areas.

And, it's for a reason. So, when we get the applications when we have deadlines in place, when we have criteria that's in place for us to review, it's because we really do understand the seriousness that is involved in conducting a special event activity.

And, we want to make sure that we put all of our efforts into whatever the activities are because we're thoroughly aware of the repercussions that could arise if we don't do that. So, when we speak of the time and the diligence that we put into all of these efforts, we do it because of those particular reasons that Attorney Ryles just shared with us and it's ultimately to protect the City.

They really are serious special events, even though they may not seem to be that way, they are.

So, thank you for your attention.

Mayor Lawson: Madam Chair?

[Inaudible].

Mayor Lawson: Okay.

So, thank you, Attorney Ryles, for being here tonight and just for giving kind of the.., the risk and the liability.

I guess Staff just needs clear direction and.., and understanding as to the.., what the Council would like to see when it comes to the Special Events policy and how do we actually define special events.

There's ambiguity in this policy because, when you look at it, it's very.., it.., it could be anything. And, I guess that's to cover or protect the City. So, I think that there's confusion amongst all of my colleagues, and also some of the different Staff members as to what an actual special events represent.

When you increase the number of patrons for a special event, your risk and liability increases exponentially, from five to five hundred people is a huge difference when it comes to those two.

So, that legal responsibility doesn't really change. If a slip and fall happens in this Marina with a party of twenty people versus an event with Old School that may have five thousand, but the concern is, is the risk increases. So, what does this look like as a Board, as regards to what triggers a special event? How do we define a special event? And, what are the actual requirements for going through the Special Events process?

That's all Staff is looking for so that we can all be on the same page.

Timeline, are we gonna build out the Special Events? I know that sometimes our Special Events Department gets overwhelmed 'cause we have so much. So, giving them the additional support, do they have enough support for the number of special events that the City has.

This priority is, we want to make sure that events are represented and this community is truly about the best City to live, work, and play. So, making it something that we can make a

leverage for the outside promoters, for the City to get through the process in a timely fashion that fits all the requirements to be legally defensible.

Ver'.., very simple. That's all Staff really wants, and that's just what we have to give them. There's been too much confusion. 'Cause, when I have a conversation with my CRA versus my City Staff, there's ambiguity and confusion when it comes to what's the process.

So, I want us to properly outline it, properly define it, and make sure it's clear 'cause I wanna define what special events. 'Cause if we read this, the events that I've seen throughout the City, I know did not go through the special events process but they're outlined in our special events definition in the policy that was adopted.

Mr. Evans, what date was the Special Events policy previously adopted by this Board?

City Manager Evans: Madam Chair, I'd have to refer to the Special Events Manager.

She will be able to…

Special Events Manager Franks-Edwards: It was adopted July of 2021.

And, July of '24, there were some minor changes as far as fees and…

Mayor Lawson: Minor changes, right.

Special Events Manager Franks-Edwards: Yes.

Mayor Lawson: Thank you, Director.

And, as of.., recently, within the last few months, I've had meetings with my CRA. There's some confusion and ambiguity. So, thank you, Director Merzius, for being here tonight. But, I.., I need them to also be clear with what's the role.

If we're hosting an event in this ballroom, does a wedding have to go through a special event? I would like to see a parade for the state champion Suncoast Chargers, that won the first state championship in thirty-six years, what is that process?

Because, in the policy that's here, the number two thing says.., I'm trying to find the policy. It says parades. I'm sorry, the first thing. A special event is defined as any parade, fair, show, festival, carnival, party, motorcade. Pretty much, anytime that we do anything in the City.

So, to provide the legal defensibility for any attorney that's gonna come after something that happens within the City, what direction does Staff need and what is the clear language?

Is it every event? Does it get triggered by fifty people? Sixty people? Seventy-five people? So, if we could just give Staff that clear direction.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: Pr'.., provided in the Special Events presentation, there are questions and there are certain elements that Staff wants to get clarity from the Board. By providing us the clarity associated with this, it will expedite and provide for cleaner processes associated with the special events process.

So, the Special Events Manager has gone through and has a presentation that looks to outline things that can make the special events process a lot smoother and a lot more understandable for folks, separating the difference from a rental and a special events and the process that the organization needs to undertake.

So, those are provided for in the.., in the…

Mayor Lawson: Thank you.

City Manager Evans: …presentation.

Mayor Lawson: And, just a…

Councilperson Spiritis: Ma'…

Mayor Lawson: …follow up to that, Madam Chair?

I.., I don't think that the policy has been consistent since 2021. We need to make sure we consistently follow the policy. And, if it's been implemented since 2021, making sure it's on the same page and everyone is treated the same when it comes to this policy.

So, let's just make sure that we have that in.., in place. But…

Mr. R. Ryles: I think.., if I may say something.

What I have seen and which I.., which I think is the gold standard for whether an application for a permit for a special event is any event where they're gonna be ten or more people on your City property.

City Manager Evans: And…

Mayor Lawson: And, Madam Chair, to that point, I.., I think that I have a list here. West Palm Beach is triggered at fifty, Fort Lauderdale is fifty, Juno Beach is thirty, Hallandale Beach is a hundred. There's a tiered scale.

So, even with that recommendation, that.., that it's ten people, 'cause that's legally representing as an attorney. But, municipal agencies and the ability to actually manage and oversee a policy for events that come to the City, the City hosts events every week, there's something that's happening in our community.

So, trying to trigger a special events policy for ten people is gonna be difficult versus possibly looking at a tiered system. So, I wanna make sure that if we have different facilities that.., what actually triggers it and then what's the timeline to actually respond to them?

Because, I think our policy has a sixty day lead time, we may wanna bring that down and get additional Staff so that it can be handled within thirty days. So, that's where we wanna make sure that we can get this done properly.

Mr. R. Ryles: What I said was that an application for a permit needed to be applied for, for ten or more people on the City property, not that it was a special event.

Those are two different things.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Spiritis: Yeah.

So, I.., I concur with the Mayor and the questions that he's asking and.., and the concerns that he has. I have the exact same concerns. You know, I've been watching all these events for the last two years and it's very difficult to understand what is what, what's a special event, what's not a special event.

Why some events take longer than others to get approved? What the even concern was, 'cause quite frankly, I haven't seen any major issues with our events so far. They all seem to have gone off real well and the people seem to be liking what we're doing.

So, I just think that we have to come up, as the Mayor said, with some common sense rules and regulations so we can continue providing events and services…

Mr. R. Ryles: Yeah.

Councilperson Spiritis: …to our…

City Manager Evans: Ma'…

Councilperson Spiritis: …community.

City Manager Evans: And, Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: I.., I will tell you, provided for in the presentation.., the, the.., the definition, when you see the definition for special events it is, right now, almost virtually everything.

So, we're looking to truncate that definition. We are looking to expedite and differentiate rentals in the banquet hall versus going out and doing something on the beach and.., and smooth the process out.

And so, there's elements in here that we have seen as it relates to special events that we can make it a little bit more streamline. But, I will tell you, and in conversations that we've had with the Special Events Manager, a lot of times we get applications that are not complete.

And so, when the Special Events Manager is managing different other activities and.., and sees some of those applications, some of those applications are… So, there's some back and forth, or, insurance that's provided and those types of things.

So, one of the things we're gonna do is, after we get clarity of direction from the Board, we are gonna have discussions with our event organizers. We're gonna share with them what the new policy and processes so everyone understands what the new cadence are to help make this a smoother process.

Councilperson Davis Panier: Madam Chair?

Councilperson Guyton: Madam Chair?

Councilperson Davis Panier: Ma'…

Chairperson Lanier: Yeah.

Ms. Panier and then Mr. Guyton.

Go ahead.

Mayor Lawson: So…

Councilperson Davis Panier: [Stammer]…

Mayor Lawson: So, what is…

Chairperson Lanier: Aren't you finished, Mayor?

Mayor Lawson: Not.

I just had.., just had a quick question for clarity. I know Attorney Ryles said an event application is ten people is what was said. And, a special event is triggered at how many people?

Our Director?

Special Events Manager Franks-Edwards: Our scale is five hundred or less or five hundred or more.

So, it could be ten as well. It's a [stammer] a broad range. It's very broad. It doesn't specify.

Mayor Lawson: So, a special event is [inaudible]. So, Attorney Ryles, you said an event application is with ten or more people. So, any event…

[Inaudible comment]

Mayor Lawson: …just [stammer] submit an application for ten people or more.

So, if we're having an event in the Marina… I.., I typically.., I think we follow that process when it comes to the rental space or any event. It doesn't matter. When we're hosting something, we have an application.

But the trigger for a special event, and you said it's five hundred or more, or five hundred and less? Could you explain that a little bit clearly?

Special Events Manager Franks-Edwards: The current pol'…

If I.., I would love to get to my presentation. I think it'll…

Mayor Lawson: We'll.., we'll…

Special Events Manager Franks-Edwards: …address a lot…

Mayor Lawson: …get there.

Special Events Manager Franks-Edwards: …of your concerns.

Mayor Lawson: We're definitely gonna get there.

Special Events Manager Franks-Edwards: I mean…

Councilperson Guyton: We need to.

Special Events Manager Franks-Edwards: Yeah.

I think… Yes.

Mr. R. Ryles: Let me.., let me…

Chairperson Lanier: Hold on a second.

Mr. R. Ryles: …just…

Chairperson Lanier: Hold.., hold on…

Mr. R. Ryles: …just share with…

Chairperson Lanier: …one second. Hold on one second, sir.

Mayor, did you get your question answered?

Mayor Lawson: No.

It.., it said five hundred or less, five hundred or more.

Special Events Manager Franks-Edwards: Yeah.

Mayor Lawson: I didn't understand the different'.., the difference between…

Special Events Manager Franks-Edwards: According to the current policy, five.., the range is five hundred or less or five hundred or more.

That's the way that we range it in the current policy. So, that's why we're here today, to try to [stammer] bring that in.

Chairperson Lanier: So, we're gonna hold questions…

Mayor Lawson: So, but.., I mean…

Chairperson Lanier: Hold on one second, Mayor.

One second.

Mayor Lawson: Mhmm.

Chairperson Lanier: I think that a lot of the questions you may have may be in this presentation.

So, let us do this first…

Mayor Lawson: Mhmm.

Chairperson Lanier: …and then we can get straight to you soon as they're finished.

Mayor Lawson: Thank you, Madam Chair.

Chairperson Lanier: Very good.

Mr. R. Ryles: I just wanted to add one last thing.

The reason for the application is because social media has created the unauthorized event. And, if you.., if.., if you look at the tale of two cities, recently in Daytona, they had Daytona Black Beach Week and it was an [stammer] unauthorized event but it was promoted on social media.

Well, what gave the city the ability to send a [stammer] cease and desist notice to the promoter was that there were ten or more people going to be at this event. And, when they arrived, of course, there were [stammer] way more than ten or more people, they could legally close the event down because the people weren't trespassing because they were on public property, they were on the beach but it was an event where everyone had come for the same thing.

And so, requiring the permit provides you greater legal authorization to shut an event down and stop you from having a constitutional challenge to Freedom of Assembly. That's.., that's the reason for it.

[Inaudible comment]

Special Events Manager Franks-Edwards: Yes. Thank you, Attorney Ryles. Thank you. Thank you, Madam Chair. Thank you everyone.

Tonight, to follow up with Attorney Ryles and Assistant City Manager and the City Manager, to.., I wanted to also address with the Mayor Lawson, we.., for the City of Riviera Beach, it's more of the activity than more of the number of people.

So, by the Ordinance, when we say parade, that's what governs what really, as far as what we need as far as permitting.

I'm sorry. Thank you. This is what this was for. [Chuckle]. Thank you. So, here are some of the discussion topics that will be discussed tonight.

The current Special Events framework.

Chairperson Lanier: Ms. Franks, you'll have to speak right into this thing here.

Special Events Manager Franks-Edwards: I'm sorry ya'll.

Chairperson Lanier: And.., and go back to that list that you had.

Let me see what.., what is on that list.

Special Events Manager Franks-Edwards: How do I go back? Okay.

Chairperson Lanier: We're supposed to…

Special Events Manager Franks-Edwards: So, we're gonna…

Chairperson Lanier: Hold on.

We're gonna discuss all of this?

Special Events Manager Franks-Edwards: No.

Those were some of the things…

Chairperson Lanier: I was just joking.

I'm joking, I'm joking.

[Chuckles]

Chairperson Lanier: Go ahead.

Councilperson Guyton: I'm not.

Special Events Manager Franks-Edwards: No.

We'll try to.., we'll go very quickly.

Chairperson Lanier: Alright.

Special Events Manager Franks-Edwards: The main thing tonight is to get a consensus from the Council and the Mayor.

The Special Events is currently governed by Chapter 10, Article IV, of the Ordinance which is 4161, the Special Events Policy and also a Procedures Manual. The Ordinance establishes permit requirements, insurance requirements, operational review for Public Safety and authority to deny or revoke permits.

As previously stated, the original policy was implemented around July of 2021. It's important to understand what a special event is, as defined in Riviera Beach. A special event is any parade, fair, show, festival, carnival, party, motorcade, run, street dance, bike-a-thon, race, walk, athletic event, or other attended entertainment or celebration that is to be held in whole or part upon publicly owned property, whew, take a breath, and/or public right-of-way, or any such entertainment or celebration.

If held wholly upon private property that will nevertheless affect or impact the quality of life, ordinary and normal use by the general public of public property or public right-of-way within the vicinity of the event.

The term special event also means any activity to be held in whole or in part upon publicly owned, or controlled property and/or public rights-of-way, where merchandise or services are offered for sale whether by profit or nonprofit organizations.

That is our current Ordinance special.., in regards to special events. So, that is very general guys. That's everything.

Any special event that takes place in the City of Riviera Beach, without a permit will be subject to penalties in accordance with City Ordinance 4161.

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: I know.., I don't wanna.., I definitely don't want us to just keep jumping in every time but I did.., regarding the definition of what a.., what is a special event.

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: I know there was a meeting that I was having.

So, I think it was a little confused becau'.., I was a little confused because it did ask for the special event pa'.., application to be filled out for this interest meeting for Youth Council that I was trying to have, and.., but it doesn't list meetings up there. But, it.., the.., on the website, it did say it needed to be done. So, we started going through all of those hoops but it didn't really apply.

So, I guess as we're going through this, just keep that in mind, that maybe there's somewhere in there that needs to be fixed because it doesn't match up with what the definition is of a special event.

But, it did say that I needed to do this.

Special Events Manager Franks-Edwards: Yes.

If I'm.., if I'm correct, you completed the preapplication.

Chair Pro Tem Miller-Anderson: [Inaudible].

Special Events Manager Franks-Edwards: And that's about seven questions. And, what that is, is a tool to assist to confirm if you need a special event application, or permit I mean.

Chair Pro Tem Miller-Anderson: What I was trying.., and.., and I don't wanna make this about one…

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: …thing but it was.., the.., the… Basically, what I was trying to do was get media.

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: I needed Communications.

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: But, in order to get Communications, you had to go through x, y, and z.

And, that's when it triggered a whole number of things that I was just, like, I don't.., I mean, it's not that serious. I mean, what.., what are we doing here?

But, just keep that in mind as we're…

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: …going along here.

I don't know where it fits in but maybe…

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: …somewhere it needs to be fixed so that doesn't happen.

'Cause I.., I don't think it applied but it had to be done.

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: Okay.

Special Events Manager Franks-Edwards: Thank you.

Operational challenges identified. Increased volume of event requests, long processing timelines, rentals versus special events, policy noncompliance issues, inconsistent sponsorship expectations, and rising Public Safety costs.

In the CRA versus the City, permitting and collaboration. Goals of the proposed policy, to update the policy to in include best practices, improve clarity and consistency, streamline processing for City events, clearly classify event types, improve customer service timelines, strength'.., strengthen fiscal respons'.., accountability and protect City resources.

Pr'.., we are proposing the event classification as follows, municipality or City program events, which includes our City departments, elected official, and Special Events office.

Number two, our facility rentals that includes either in the parks or the Marina Event Center.

And, number three, our exterior special.., exterior special events, which are private events. Currently, we have.., our types are called.., titled private, City sponsored, or City produced.

Facility rentals versus special events. The classified event types. Facility rental.., the interior space reservations, no special City services required, no permit required.

Park and Marina Event Center event, organized activity inside the building or minimal operational impact.

Exterior special events is an outdoor activity and it requires City services.

With the City program events, it is organized or facilitated by a City department or an elected official. Part of the official municipal programming or a community outreach. In this proposed process, it's to be coordinated through the Special Events office, streamlined, administrative review with a minimum of sixty day notice.

The district events by elected officials, district specific events. The proposed framework is one event per quarter, per official. Minimum of sixty days' notice, cannot conflict with a scheduled events and has to.., with the master calendar, and not permitted on recognized holidays.

The proposed process, again, is to be coordinated through the special events office, complete application permitting process. And, to note, any associated costs will be paid from the elected official's allocated funds.

Councilperson Guyton: Madam Chair?

I have a quick question…

Special Events Manager Franks-Edwards: Yes.

Councilperson Guyton: …about the district.

When you said paid through the district.., the elected official's office, is that including the resources of Police, Public Works, and all the other City resources that may be brought to bear.

Special Events Manager Franks-Edwards: No, sir.

Councilperson Guyton: Okay.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Yes.

Mayor Lawson: Just a follow up to that same question.

If we can go back to that previous slide, please?

[Pause]

Special Events Manager Franks-Edwards: Sorry. Yes.

Mayor Lawson: And, this is the proposed framework that's one per quarter.

I think that currently on the CRA Board we have one event that's been outlined, and then one on the City side. So, are we changing that overall or what is gonna be the plan if that's proposed?

Are we looking for just one per quarter for City/CRA or are we looking for one on the City, one on the CRA?

Special Events Manager Franks-Edwards: Manager Evans?

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: When we started getting into this presentation, we looked at the events and we said.., we had six events per City Councilperson.

And then, when we did the math, that's thirty-six events out of fifty-two weeks. Theoretically, if you extract the holidays, you can have an event every week. And so, we said, from an operational standpoint, what are.., how many events would [stammer] do we think are from a resource perspective and value perspective, that we thought that the.., the Board would be amenable to.

So, we.., we put in one per quarter and those one per quarters include what is the broad gambit of event services? So, Police, Fire, Public Safety or.., or what have you, as a larger scale event versus a situation where there are small events.

Now, this is again, to your point, Councilperson, earlier, this is separate and apart from meetings. Meetings are different. This is an actual bona fide event. And then, when we talked about the cash contribution, we would say that would be monies that would come out of the promotional items for City Council.

So, this number is the number that we put out there from the Staff's perspective. We can, you know, obviously, have conversations with the Board and it is with the pleasure of the Board, but we thought from a event perspective.., because, what we.., we didn't wanna have is conflicting events with elected officials, multiple events in the same day and how could we plan it out and make sure that the event that you do plan is to scale and.., and really reflects what your objectives are.

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: Not necessarily for tonight, but if you could get.., get to us, like, how much does it cost.., how much are you having to put forth for Police and all of these different people every time we have an event.

That would be helpful too for us to kinda know that, you know, it may not cost us a lotta money but it is costing us a lotta money.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: We have Major Privitera.

He can give kind of a ballpark for.., for cost for Public Safety. And then, Assistant Chief Golden can.., can share from a.., a Fire perspective as well, what.., what a cost for a regular event would be.

Major Privitera: Good evening.

Can you just repeat that 'cause I only caught part of it and I.., I need…

Chair Pro Tem Miller-Anderson: Just…

Major Privitera: …to get a better…

Chair Pro Tem Miller-Anderson: …giving, like, a ballpark amount, of how much it costs, like, when we have these events, like, the elected officials when we have, you know, a Christmas event, or giving to… Whatever.

I mean, just in ballpark. I mean, there's nothing specific 'cause I can't give you an example.

Major Privitera: Yeah.

For.., for one officer, and we'll just use this and you can kind of go exponentially for there. For one officer, if they are hired from the outside entity, Extra Duty Solutions, they're getting, with all the fees, eighty-six dollars an hour.

So, for four hours, right? Eighty times four is three twenty.., about three hundred.., you know, four hundred and fifty dollars.., or I'm sorry, three hundred and fifty dollars or so. When it's City overtime, there are other fees associated with it, from my understanding, which is worker's compensation, pension, and things like that.

So, depending on who shows up, whether it's a sergeant, or a senior officer, those numbers could be higher. From my understanding, there's usually only one or two, and you can correct me if I'm wrong.., one or two officers that.., that are needed for these events.

So, those fees are much.., much lower. And, sometimes, at some of these events, we don't even use officers contracted out because we're already there and supporting the event.

Chair Pro Tem Miller-Anderson: Okay.

Councilperson Spiritis: Chair?

Major Privitera: And…

Chairperson Lanier: Was it…

Major Privitera: …and that's one of… I'm sorry.

And, that's one of the things I try and speak to Ms. Aladia about is, ensuring that if it's.., if it's possible, our CRA officers, or the Chief, or.., or whoever, may be out there. It's not [stammer].., it's not necessary 'cause we're already part of it.

Chair Pro Tem Miller-Anderson: Okay.

Chairperson Lanier: So, it's…

Chair Pro Tem Miller-Anderson: What about…

Chairperson Lanier: …the same for those…

Chair Pro Tem Miller-Anderson: …Fire?

Fire?

Chairperson Lanier: Yes.

Same for both Fire and…

Chair Pro Tem Miller-Anderson: He's gonna say.

Chairperson Lanier: …and Police?

Assistant Chief Golden: For Fire, it's.., it's a little bit more streamlined.

We're about a hundred bucks an hour for our personnel. And we normally have two personnel out there. So.., well, for the two personnel, it'll cost you a hundred bucks.

Chair Pro Tem Miller-Anderson: Okay.

Alright.

Assistant Chief Golden: For the event.

So, ours.., ours is way more streamlined. But, it can get expensive in something like Old School Reunion, or one of the bigger events.

Chair Pro Tem Miller-Anderson: Mhmm. Okay.

Councilperson Spiritis: Madam Chair?

Mayor Lawson: [Stammer]…

Madam Chair?

Chairperson Lanier: Yeah. One second.

Mayor Lawson: Mhmm.

Chairperson Lanier: Dr. Spiritis.

Councilperson Spiritis: Yeah.

So, can you please explain.., I'm.., I'm kinda confused when you said that they.., it had to come out of the Councilperson's allocation, excluding City services. What if the Council

Member, like I did with the Polo event, for example, on the beach where I co-sponsored it with people that were paying through advertising and everything else to pay for the event?

So, can you explain the difference of what.., or.., or how that plays in?

Special Events Manager Franks-Edwards: Are you referring to the beach polo?

Councilperson Spiritis: Right.

The beach polo.

Special Events Manager Franks-Edwards: I think that actually did come from special events budget. That goes.., that particular one. Am I correct?

Councilman Spiritis, in that situation, I understood it that the Council approved for the sponsorship.

Councilperson Spiritis: Right.

Special Events Manager Franks-Edwards: So, the Police and the other.., all of that came from [stammer] the special events budget.

It.., it actually didn't come from the Councilman budget. So, that.., because the Council made a decision for it.., because, that was the vote. But, my understanding and, Mr. Manager, if the.., there will be funds budgeted for the different activities [stammer] for every Councilperson.

So, by you planning that event, it will be allocated and come from that line item.

City Manager Evans: Madam Ch'.., Madam Chair, if I may?

So, the.., the intent is, you.., you already have what are your promotional dollars that are in your budget. Our intent is to provide you monies for the purposes of sponsoring events. So, if there's a [stammer] an event that, you know, it's an event that you want to sponsor, you have two options.

One, you can provide for what is a monetary contribution or the venue. You can't have both but you can get either or.

And so, that's what.., some of the things that we're looking to.., to bring the policy forward to give you a [stammer].., a.., a pot of monies that you can use for sponsorships, for events, or you can provide for the venue as part of the [stammer] sponsorship dollars. But, that would con'.., that would be considered one of your.., your events.

And so, if the Board says, hey, instead of one per quarter, we'd like to see two per quarter or.., or whatever that may look like, that's up for discussion. But that's how we wanted to handle that particular situation.

Mayor Lawson: Madam Chair?

Councilperson Spiritis: Madam Chair, follow up, please?

Chairperson Lanier: Hold on one second. Dr. Spiritis?

Councilperson Spiritis: Yeah.

Chairperson Lanier: [Inaudible].

Councilperson Spiritis: So foll'.., so follow up.

So, City Manager, so that.., that… I'm more confused now. So, you're saying venue or funding from our account. Well, what if I wanna use the beach for my event but I also want to use money to.., to subsidize the cost of the event?

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: That.., that's a.., that's a public policy discussion that.., that you all collectively…

When we did look at other entities, they had a situation where you couldn't get what is cash contributions and then an in-kind for facility spaces. So.., but, it is up to the Board how you wish to do that.

So, that's something that's.., that's within the…

Councilperson Davis Panier: Madam…

City Manager Evans: …purview of the Board.

Councilperson Davis Panier: Madam Chair?

Chairperson Lanier: Hold on.

Councilperson Davis Panier: Okay.

Chairperson Lanier: Mayor, then you.

Councilperson Davis Panier: Mhmm.

Mayor Lawson: Thank you.

We spoke about the officers earlier where we talked about it's paid through EPS and the costs for special.., for special events. When the Board.., when the Board actually hosts, or a Council Member, and I'm assuming, if we go back to the slide that we were on, talks about the actual hosting a special event, do they go through EPS? When we actually do our special events or is it just gonna be on.., on detail officers that come to the Council Member's events?

Major Privitera: That is probably one of the things that I get confused with most because I have to ask who's paying for it.

Mayor Lawson: Right.

Major Privitera: And, once it's determined…

It doesn't change my process, what it changes is how the officer's, obviously, going to get paid.

Mayor Lawson: Correct.

Major Privitera: And, I need to make that clear to our outside contracted agency...

Mayor Lawson: Okay.

Major Privitera: …so that they know they're just filling the spots or they're going to have to collect the money from either the City or somebody else.

Mayor Lawson: 'Cause we're.., we're just talking about elected events 'cause we haven't even gotten to the special events for the City as well.

For example, 4th of July, how were those officers paid? Was that through EPS?

Special Events Manager Franks-Edwards: That was a City produced event so that was from the individual department budgets.

Mayor Lawson: Right.

Special Events Manager Franks-Edwards: That was…

Mayor Lawson: So, what was the cost for the officers and what were they paid, at what dollar amount?

Because they're paid a premium when they go through EPS 'cause we have to pay administrative costs. Were they just showing up with their salary and they just were there on the clock?

So, these are the.., the confusing pieces and that's why, as you said Officer, it's confusing. 'Cause now, we're.., we're just starting with the electeds, I'll stick to this until we get to that piece, which is gonna be City sponsored as Ms. Franks just said.

But, if the elected officials currently are looking to possibly do one or two, per quarter, because of the number of events and activities, with also the minimum number of notice days

that's being recommended or proposed, we wanna make sure that.., that residents know exactly what that cost looks like.

So, making sure that the officers and the firefighters are properly noticed as to this is the cost. If it's gonna be subsidized by the City, making sure that the City is going to cover that cost and it's not coming out of the elected official's actual proposed promotional budget.

And then, I disagree with Mr. Evans when it comes to one or the other. I think, as elected officials, we've always had the ability to produce an event where we've done eight events and the cost has been covered by City produced events, where we don't have to come out of additional cost for either venue or for cash contributions, as Mr. Evans said.

So, if it's within our budget that's approved in October, then I think we should be able to use it for the number of events we're doing.

So, this proposed amendment, I would recommend that we stick to the two per quarter, that we were doing. That'd be my recommendation. We have one on the City and one on the CRA side.

Since Special Events is just gonna be overseeing special events, it would just be two for the Department. And, I.., I think that we possibly should look at the minimum day notice, looking at a thirty day notice versus a sixty day.

And then also making sure we define what triggers the special event for the elected officials if they're doing a special event versus the City sponsored. Those are gonna be my recommendations based upon the elected piece.

City Manager Evans: Madam Chair, if I may?

And.., and, Ms. Aladia, if you can please go back to the previous slide?

Our recommendation would be to align.., if it is one event per quarter, or two events per quarter, or three events, that that is inclusive of the CRA. ‘Cause, one of the things we wanna eliminate, ambiguity.

And, the other side of it is, if., with the.., the events that are talked about here for the elected officials, here, we would actually track that and that will be provided for in the actual department budget where you will see a line item specific for district events so the departments would charge against that event.

But, the one thing I would ask for.., for clarity on the Board, I would recommend that the Board consider putting what is a cap. Because, if you have one event per quarter and.., and the City is gonna incur all the cost associated with it. Who knows if it’s $100,000 event or those types of things.

So, if your event per quarter, you can.., I.., I think there should be some parameters, not to exceed the allotted or provided for budget because maybe you wanted to do one big event and that’s the only event you do per year, or you wanted to do, you know, eight events.. That.., that’s within the purview.

So, some clarity from the Board on that, because our intent is to make these changes to establish what is your legislative intent and to move forward with some of these steps implemented immediately.

‘Cause, we can modify the policy, the Ordinance allows for us to make modifications to the policy, we can do that immediately. The.., if it is codified in the Ordinance, then we have to come back and.., and.., and take the necessary steps.

So, we really need some clarity and some parameters on how the Board wants to.., to put this. So, if the Board wants to have, you know, at the discretion of the.., the City Council, I

wanna give the venue and I wanna give sponsorship, that's something that you could provide for…

Chair Pro Tem Miller-Anderson: But what…

City Manager Evans: …uh…

Chair Pro Tem Miller-Anderson: I'm confused.

I keep…

Unk.: That [inaudible] make no sense...

Chair Pro Tem Miller-Anderson: I.., let me…

[Inaudible comments]

Chair Pro Tem Miller-Anderson: Madam Chair…

Chairperson Lanier: Go ahead.

Chair Pro Tem Miller-Anderson: …I have to get this out because I keep get'.., I'm just confused until I get it figured out. [Chuckle].

You're saying the one.., the cash amount, and then you're saying the venue. But, we're talking about for elected officials.

Mayor Lawson: Yep.

Chair Pro Tem Miller-Anderson: So, you're saying that we could.., if we were having an event, we could only get the Marina, for example, and then…

City Manager Evans: So, I'm.., I'm saying that.., let's say it's not an ev'.., [stammer] it's not your event.

You want to support an event.

Chair Pro Tem Miller-Anderson: No, I'm only talking about events that I'm having.

City Manager Evans: Right.

[Stammer]…

Chair Pro Tem Miller-Anderson: Not supporting…

City Manager Evans: So…

Chair Pro Tem Miller-Anderson: …someone else.

City Manager Evans: Your…

Mayor Lawson: What are we talking about right here?

City Manager Evans: Your.., your event…

Mayor Lawson: Which one are we talking about now though?

City Manager Evans: Madam Chair, if I may?

Your events would fall under what are.., are this pru'… But, also associated with your event, we get a lot of, 'I'm gonna sponsor this event.' And.., and then we can't differentiate, is it your sponsorship or is it your event, or.., and so, we need clarity from the Board because there's a lot of confusion where somebody wants to do an event and then we give them what is the cost for the event, and then they want sponsorship for the event.

Chair Pro Tem Miller-Anderson: So, it needs to be two separate things…

Councilperson Davis Panier: Mhmm.

Chair Pro Tem Miller-Anderson: Yeah.

City Manager Evans: Yeah.

Chair Pro Tem Miller-Anderson: Possibly. Yeah.

Mayor Lawson: [Inaudible]. What.., what does it say in regards to [inaudible] events? Is it, if somebody wants to sponsor it, if we're partnering with it, if we're hosting something, or.., what does the policy currently say?

City Manager Evans: Madam Chair, if I may?

If.., if I'm not mistaken, Ms. Aladia Edwards-Franks…

[Chuckles]

City Manager Evans: Franks-Edwards… I.., sorry, Aladia. My apologies.

Special Events Manager Franks-Edwards: That's okay.

City Manager Evans: Right now, correct me if I'm wrong, the sponsorship requires legislative action.

The policy requires it to come through…

Special Events Manager Franks-Edwards: Right.

City Manager Evans: …through.., through the Council.

Special Events Manager Franks-Edwards: Right. Right.

City Manager Evans: And so, what we've been doing is, to help facilitate, in some cases you do have events that are provided for, so we facilitate but all and any concessions, or bona fide sponsorship, pursuant to the policy, requires legislative action from you all.

Chair Pro Tem Miller-Anderson: So, not that…

Mayor Lawson: [Stammer]…

Chair Pro Tem Miller-Anderson: …type of sponsorship, the one where someone.., an organization may want us to get.., be able to get the venue for them.

So, we will say we'll sponsor the.., the.., the Marina Event Center for you. That would be.., that would count as one of our sponsored events or one of our events?

City Manager Evans: [Stammer] your sponsored events.

Your…

Chair Pro Tem Miller-Anderson: Okay.

City Manager Evans: …sponsored events.

Chair Pro Tem Miller-Anderson: So, then…

[Inaudible comments]

Chair Pro Tem Miller-Anderson: …we would have to have two different…

Unk.: Categories.

Chair Pro Tem Miller-Anderson: …categories?

City Manager Evans: Right.

Chair Pro Tem Miller-Anderson: Okay.

Mayor Lawson: Madam Chair?

Councilperson Davis Panier: Madam Chair?

Mayor Lawson: Um…

Chairperson Lanier: [Inaudible].

Mayor Lawson: No problem.

Chairperson Lanier: [Inaudible].

Councilperson Davis Panier: Mm.

Chairperson Lanier: Davis Pnaier.

Councilperson Davis Panier: Well, let…

Go ahead. Let… I default. 'Cause, I mean.., because…

Mayor Lawson: [Stammer]…

Councilperson Davis Panier: …I do, just like you said… I'm sorry. Yeah.

That's two different things, 'cause it's still sounding like a whole lot of events and sponsorships and… A lot. So, we.., we definitely need to put a limit on some things but I will say this as well, I don't know that I wanna be [stammer].., 'cause I was told that I have four events.

So, I'm thinking that's CRA/City. That's what I've been told since I got here. I can do four events that I sponsor. Period.

Mayor Lawson: Four total?

Councilperson Davis Panier: Four…

Chairperson Lanier: That you.., that you…

Councilperson Davis Panier: Yes.

Chairperson Lanier: …sponsor…

Mayor Lawson: No.

Chairperson Lanier: …or that you…

Mayor Lawson: It was…

Chairperson Lanier: …have?

Councilperson Davis Panier: No, no.

Mayor Lawson: It was always told four on both sides.

Four on the City, four on the CRA.

Councilperson Davis Panier: Okay.

I'm telling you what… I.., I know you have eight…

[Chuckles]

Councilperson Davis Panier: …and twenty-eight.

But, I'm saying what I was told for me.

Mayor Lawson: I.., I do…

Councilperson Davis Panier: Four.

Mayor Lawson: …I do all the ones and I stay in my budget and I do…

Councilperson Davis Panier: And, that's fine.

Mayor Lawson: …what's necessary.

Councilperson Davis Panier: And I have no problem with that.

Mayor Lawson: So…

Councilperson Davis Panier: But, I'm saying.., but don't ans'.., I'm.., I'm speaking for me, Mr.., Mayor Lawson.

Mayor Lawson: And I'm speaking…

Councilperson Davis Panier: I've been…

Mayor Lawson: …on the workshop

Councilperson Davis Panier: …told…

Mayor Lawson: I understand…

Councilperson Davis Panier: But, I'm…

Mayor Lawson: …what you been told.

Chairperson Lanier: Hold.., hold on a second.

Mayor Lawson: …but I'm telling you Staff was told…

Chairperson Lanier: Mayor.

Mayor Lawson: Staff was…

Chairperson Lanier: Mayor.

Mayor Lawson: …told us differently.

Chairperson Lanier: Mayor, hold on…

Councilperson Davis Panier: But this is…

Chairperson Lanier: …a second.

Councilperson Davis Panier: …my time though.

Chairperson Lanier: Hold on.

Let her speak.

Councilperson Davis Panier: And, like I said, I was told four events. Okay?

And so, if that is not the case, I would.., I definitely, like I said, need clarity on the two. And, if it is the case, I don't necessarily wanna be told that it's quarterly because I may wanna have two events during the summer.

So, that's why I'm saying, I need a.., a, you know, to know the separation between what's the City versus the CRA events and.., and…

[Inaudible comment]

Councilperson Davis Panier: …so on.

City Manager Evans: Ma'…

Mayor Lawson: Madam Chair?

Chairperson Lanier: And also the description between what you sponsor and what you actually bring out of your office for…

So, that would be what? Is this something that we would ratify on the CRA side for.., for.., for… Because, I know that when we do the budget, we do that as a part of our budget for the CRA.

Mayor Lawson: So...

Chairperson Lanier: And then, we also do the same thing for the City.

So, my assumption is that they're two separate entities anyway…

Mayor Lawson: Mhmm.

Chairperson Lanier: … for special events.

That is my understanding. Now, she submits she did not know that 'cause now we need to make some.., have some clarity moving forward because we're not gonna be here forever, so the next people who come in here, will know that this is how this works.

City Manager Evans: Ma' [stammer]…

Mayor Lawson: Ma'…

Chairperson Lanier: Go ahead, Mr. Evans, then you, Mayor.

Mayor Lawson: Thank you.

City Manager Evans: Madam Chair.., and.., and hence why we.., we thought that it's appropriate to have a workshop discussion because there.., there are.., there are moving parts associated with this.

And I.., and I will tell you that I believe, and.., and.., and Special Events can.., can attest to this, whenever there's a Councilperson that asks for help or assistance on events, we facilitate it.

We don't count events. We just facilitate it because we want to help the respective Councilperson accommodate that.

But, I will tell you, it has gotten to the point where it is a lot of work from the Staff standpoint and resources to where departments are concerned with regards to overtime expenditures and the like.

And so, that's why we're trying to mirror them up as best as we possibly can. Because, in the Ordinance it does say that the CRA can accept this policy part and parcel and different elements. So, in the actual Ordinance, the CRA can do something different.

And so, what we want to do is to make sure that, in the policy, we clean that up and then we clean up the Ordinance to make sure that if there's 'x' amount of events or there's, you know,

a sponsorship versus, you know, those types of.., cash contribution or utilizing of a venue, we.., we actually provide for those in the policy because there is a lot of moving parts associated with this.

In a lot of cases, we do have persons that would submit an application, go through the process, meet with Staff, find out what the cost is, and then we find out that they're.., they're seeking sponsorship two weeks or three weeks out from the event.

So, in order for Aladia and team to get together, it's trying to get twenty-five people in meetings over a two week period to.., to process the application. So, that's why we're trying to clear up and clean up some of these things so we can move a little bit more nimble…

Chairperson Lanier: I.., I…

City Manager Evans: …moving forward.

Chairperson Lanier: And I think too that what.., when we talk about constituting a special event, we're looking at two things, Councilperson event, that they, you know, like, my annual Kwanza event or if I sponsor the breast awareness. But, I just sponsor the room for them.

There needs to be.., those two distinctions and there needs to be a cap on what…

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: Because, we could spend money out of our budget but then we're not spending money out of our budget for Police. That's something that the.., the City or the Police Department is doing.

So, there needs to be a cap on the entire thing. Which means that, if I'm sponsoring something and I'm putting most of it out of my.., out of my budget, but also too, this venue costs money, the Police cost money, the firefighter cost money.

So, we need to be able to know what that is and then set a cap for that. On both. Because now, if you.., if you're sponsoring someone, I've had this happen, we [stammer] sponsor someone and then they say they asked me to pay for the Police.

So, what does that look like? Do we pay for the Police out of my budget? Do we tell the sponsee [sp] that you need to pay for it? There needs to.., and, I think that's a call that the Councilperson makes.

But still, we need to know what that looks like and what that costs. And, there should be a cap on that as well.

City Manager Evans: And.., and, Madam Chair, also, you would have situations where they would seek sponsorships from each Councilperson as well.

So.., so, those are some of the things that we.., we…

Chairperson Lanier: I…

City Manager Evans: …we see.

Chairperson Lanier: I see.

I've never seen that but…

Councilperson Guyton: [Stammer]…

Chairperson Lanier: …if you say so.

Councilperson Guyton: Madam Chair?

Chairperson Lanier: Yes.

Go ahead. [Chuckle].

Councilperson Guyton: I have an unusual question.

Chairperson Lanier: [Chuckle].

Councilperson Guyton: Because, I've only had one event in the year.

But, what if.., like me, I don't sponsor a lot of events, I don't give a lot of events. I do meet with a lot of people though about different things. Could.., let's say I have events each [stammer]…, I'm allocated one a quarter. I don't use them. Can I let one of my other Councilpeople.., colleagues, use what I'm not using?

City Manager Evans: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: That's a.., that's a policy…

Chairperson Lanier: Yeah.

City Manager Evans: …decision that.., that you all, as the Board, can.., can give us direction on.., on how you wanna do that. We...

Councilperson Guyton: I mean as long as we don't exceed the allocated…

Chairperson Lanier: Right, right.

Councilperson Guyton: …number, the total number that we've been allocated.

Chairperson Lanier: And.., and I think that too, a lot of this goes down to who are you going to pull this money from?

That's where it's gonna get down to it? Because, if we pull money out of our budget and then we're looking at the Police for money, out of their budget, then we're looking at Fire for money out of their budget, who actually covers that?

The City? Us? You exceeded your budget? You can't do anything more, that needs to be clear so that we understand that, if we've had two events and I've expended all my money, that is it for me for the year.

Unk.: Mhmm.

Chairperson Lanier: I go any further with that.

Unk.: Right.

Chairperson Lanier: But, his question is, if I'm done with mine, can I.., the next person hasn't done anything with theirs for the year, can I give them that option?

I don't know.

Chair Pro Tem Miller-Anderson: [Inaudible].

City Manager Evans: And.., and, Madam Chair, I would say that you can.., you can probably.., if it's the pleasure of the Board, you can transfer the event but the…

Chairperson Lanier: I see.

City Manager Evans: …mo'.., they have to have the remaining monies to facilitate the event.

So, if it is.., I.., you know, Councilperson Guyton transfers the event to the Mayor, per se, and let's say the Mayor has $1,500 remaining in his budget for, you know, I wanted to provide a.., a cash contribution for this particular event, then you may have the allotment.

Or, it's a situation where, is it one of his events that…

Chairperson Lanier: Oh, I see.

City Manager Evans: …he gets per quarter and gets the whole full gambit of.., of City services.

Chairperson Lanier: I see.

City Manager Evans: You know, that's some of the clarity that…

Chair Pro Tem Miller-Anderson: He transfers his money…

Chairperson Lanier: Yeah.

Chair Pro Tem Miller-Anderson: …[inaudible].

[Inaudible comments]

Chair Pro Tem Miller-Anderson: What?

[Chuckles]

Mayor Lawson: Don't touch my money.

[Chuckles]

Councilperson Guyton: [Inaudible].

[Chuckles]

[Inaudible comments]

Chairperson Lanier: So, yeah.

We.., we need to get all of your money, Commissioner Gutyon.

[Chuckles]

Councilperson Guyton: [Inaudible].

Chairperson Lanier: Go ahead.

Councilperson Guyton: Testing, testing. Can you hear me?

Chair Pro Tem Miller-Anderson: No.

Councilperson Guyton: Testing. Okay.

I wasn't talking about transferring my money.

[Chuckles]

Chairperson Lanier: Were you not?

Councilperson Guyton: I was talking about [stammer] transferring…

Chairperson Lanier: The event.

Councilperson Guyton: …the City resources that I may have been allocated for an event that I would choose to have.

That's totally different. Money, allocated City resources.

Chairperson Lanier: And that…

Councilperson Guyton: Yeah.

And.., and it's still money…

Chairperson Lanier: Yes.

Councilperson Guyton: …but I'm just saying.

Chairperson Lanier: No, no.

And, that means that, just like I said before, the point is, that you gotta have a cap which means…

Councilperson Guyton: Yeah.

I…

Chairperson Lanier: …that if we…

Councilperson Guyton: And, I agree with the cap.

Chairperson Lanier: Yeah.

So…

Councilperson Guyton: I do.

Chairperson Lanier: …the cap is that if you haven't spent your money and you got a cap, you haven't spent anything, yeah because now you haven't spent anything out of your money, period.

Councilperson Guyton: No.

I'm not talking about spending money. I'm talking about using City resources for an event. If I haven't used the City resources for once a quarter event…

Chairperson Lanier: Right.

Councilperson Guyton: …and someone else has an event who wants to use City resources because they have exceeded their quarterly allocation.

Chair Pro Tem Miller-Anderson: I don't think they're apples to apples.

Chairperson Lanier: Yeah.

Chair Pro Tem Miller-Anderson: 'Cause…

Councilperson Guyton: [Stammer] why it's not?

Chair Pro Tem Miller-Anderson: Well, this is why.

You may have an event… Say your event is only one hour.

Councilperson Guyton: Mhmm.

Chair Pro Tem Miller-Anderson: Right?

And, you only need two police or whatever. Ms. Wynn may be the other person it transfers to, she may have an event that's four hours and it requires… Oh, I'm sorry. Looking.., I'm just all comfortable here.

[Chuckles]

Chair Pro Tem Miller-Anderson: Real comfortable.

Chairperson Lanier: [Chuckle].

Chair Pro Tem Miller-Anderson: For.., she may need ten police.

So, it wouldn't…

Councilperson Guyton: No.

Well.., well… Whatever our limit is for City resources, it is.

Chair Pro Tem Miller-Anderson: Okay.

So, we have to…

Councilperson Guyton: If.., if our…

Chair Pro Tem Miller-Anderson: …define that.

Councilperson Guyton: …limit is…

Chairperson Lanier: That's...

Chair Pro Tem Miller-Anderson: . We haven't defined that.

Chairperson Lanier: Yes.

Councilperson Guyton: Yeah.

Chairperson Lanier: That's it.

Chair Pro Tem Miller-Anderson: Okay.

As long as we put a cap on…

Councilperson Guyton: Yeah.

Chair Pro Tem Miller-Anderson: everything, then...

Chairperson Lanier: Yeah.

Because we have.., now we have to get down to the Item, what it is, how much it costs. What it is, how much it costs.

And then too, there are hidden costs that we have to know what that is.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: The.., the way I.., I.., I envision us building it out is the assumption that it's an event that [stammer] requires two police officers, two firefighters, a four hour event.

That's gonna be what is the baseline.

Chairperson Lanier: Right.

City Manager Evans: So, that.., that's what we're gonna build out for what your events look like, when we come back and share with you…

Chairperson Lanier: That's reasonable.

City Manager Evans: …you know, the events.

So that.., that's kind of what.., we'll use that as kind of our.., our rule of thumb and.., and build out and be able to tell you the costs is $4,000 per event, you know, times how many events you.., you all choose to have per quarter.

Chairperson Lanier: Got it.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Got it.

That's reasonable.

Yes. Go ahead, Mayor.

Mayor Lawson: How many officers are required for a specific event?

Because, I know that we don't have a clear understanding, or a consistency when it comes to the number of officers. We've had events where they define the number of officers. So, as I said, there's a lotta ambiguity in this policy because Mr. Evans just said he'll define, or establish, a budget to two officers when Ms. Miller-Anderson clearly articulated that if Councilman Guyton wants to do an event with just one hour, ten people, a beachfront, Jazz on the Beach event, or a monthly event, it's gonna be different than Attorney Wynn doing a.., a.., actual beach Greek picnic that we're trying to host in June with…

Chairperson Lanier: [Chuckle].

Mayor Lawson: …with…

Chairperson Lanier: Slip that right on in there.

Mayor Lawson: …fifteen officers.

Hey you guys. Fifteen officers and.., and three fire trucks, and then the venue as well. So, as Ms. Miller-Anderson said, there's.., there's a clear difference 'cause even with the officers, it's.., it's based upon the type of event, how many number of officers we're gonna define or assign to that.

And then, that cost also, does it go through EPS or does it go through just regular Staff, or City resources. So, if the Council, and I wanna partner with Old School Reunion, is that one of my four events? I say I wanna do that as my event. Can we do that? If I wanna partner with the Greek picnic that's, hopefully, coming in June. Can I do that? And, is that gonna be one of my four events?

And then, will my resources go to that event? Because the policy is not currently clear or, has it ever been clear? So, if we have officers that we're gonna give a estimate of two officers, two fire [stammer].., two fire offic'.., two firemen and the venue, that cost is gonna be different depending on the type of event that we host.

So, we wanna give Staff clear, clear, clear direction 'cause, since 2021 when Ms. Franks said we adopted it, I think it's just been some confusion and I don't want that confusion anymore, going forward.

City Manager Evans: And.., and, Madam Chair?

Chairperson Lanier: Yes.

City Manager Evans: And, the.., the officers that's provided for our law enforcement, but they basically do a risk assessment.

If there's alcohol, regardless if there's two hun'.., the number for two hundred people without alcohol and with alcohol, with or without changes, 'cause there's risks. So those.., there

is certain factors that elevate the number of.., of emergency personnel that you're gonna have there.

And so, when I did say we would build out that baseline, it would be predicated on, you know, not an alcohol event, there's no, you know, those types… And so, if we build that and we say, hey, the cost for that is each Councilperson gets $15,000 and.., and one Councilperson wants to say, associated with my $15,000, I want to partner with 'x', you know, that's something that we need policy direction from you all.

Okay, you know, Councilperson X, you can have that partnership but that's your events budget for the entire year.

So, those are some things that, you know, we need direction and clarity for, is how the Board wants to proceed.

Mayor Lawson: So, follow up to that statement.

Building it out for a base.., baseline, there's.., there's no two like events. So, if Mr. Evans is gonna build it out for fifty people, no alcohol at the Event center, it's different than the Marina events with my Back to School event.

So, being that I've done the most events on this Board, I need to make sure that we're clear and it's consistent with every Board Member, the budget is accurate, and it's also properly defined, and that we're all on the same page with what are the steps and the process, and how much is going to go into it?

'Cause, Mr. Evans can't just give us a clear direction as to what's a standard event? We can just cap the total amount that we wanna be able to have for our budget, but Staff is gonna be different as well because I don't think Staff really even has a clear role as to.., when I'm talking about Staff, I'm talking about, like, our officers, how many officers are required per person?

That.., that's been relative 'cause I've had different calls from different promoters and events that said they've been assigned, you know, fifteen officers, sixty officers, thirty officers. They assess the risk and they determine how many officers are assigned to that event.

So, until we actually establish our event, then we won't know what is going to be the number, or the risk, allocated to it. But, if we just set a clear budget, as Mr. Evans said, we just need to make sure that we do not exceed that budget.., or cost for the events.

So…

Madam Chair?

Mayor Lawson: …when we get to…

And, we're.., we're gonna need numbers. So, we're gonna need what is the cost per officer? I think you said it was eighty-six dollars per officer through EPS. Do we have to go through EPS if it's a City event?

If we're doing a.., and then, we have to also talk about, we'll get to City sponsored versus an elected official event so we can make sure that's also properly defined as well.

Thank you, Madam Chair.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Hold on a second, Dr. Spiritis.

You good? Okay?

Unk.: Yeah.

Chairperson Lanier: Go ahead, sir.

Councilperson Spiritis: I just think that there should be no difference between whether we co-sponsor an event or whether we have our own event. They're one and the same.

We have to limit the amount of events that we have. I.., I.., I just think that they should be considered one and the same, and they should be tied into the same number of events that we're allowed to have per quarter.

I do understand Councilwoman Davis Panier's concern where it shouldn't be a quarter, it should be maybe a year. You know, you can have at any quarter, you only can have all of them in one quarter if you want.

That should be up to the Councilperson. So, I don't think it should be limited to a quarter. I just think that they should be.., we.., we should limit the number of events by.., by not saying one's different than the other.

If we co-sponsor it or we sponsor it, it's one and the same?

City Manager Evans: Madam…

Mayor Lawson: The burden on the Staff is difficult where you don't limit it to a timeframe because, if you do all your events in a three month period, you can have one elected.., everybody doing them around Christmas 'cause now the.., the strain on Staff when it comes to Police, Fire, and Special Events if we don't actually separate them.

We've had this discussion back in 2021, when we actually assigned one event per quarter to give them enough time to work with them versus the elected official.., all electeds wanting to do something around Thanksgiving and Christmas.

And, having four events round that timeframe, would be an additional burden on them. So, that's why it was separated quarterly versus just doing, you know, anytime of the year.

Councilperson Davis Panier: Madam Chair?

Doesn't the City usually hold events during those major holidays, like, as a whole? Usually… I mean, I'm not sure. I'm just asking.

Special Events Manager Franks-Edwards: With the 4th of July, ML'…

Councilperson Davis Panier: [Inaudible].

Councilperson Davis Panier: …MLK Parade, yes.

Some holidays, but not all of them.

Councilperson Davis Panier: Not all…

Special Events Manager Franks-Edwards: Yes.

Councilperson Davis Panier: …holidays?

Special Events Manager Franks-Edwards: Mhmm.

Councilperson Davis Panier: Okay.

Special Events Manager Franks-Edwards: And remember, those are premium rates during holidays as well, for the safety, security services.

Councilperson Davis Panier: Madam Chair?

Follow up?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Davis Panier: Well, would it be possible to submit a request and, if there is a conflict then, you know…

Special Events Manager Franks-Edwards: In part of this presentation…

Madam Chair, may I? I'm sorry.

Chairperson Lanier: Go ahead.

Special Events Manager Franks-Edwards: Part of this presentation, we'll illustrate how other cities and what the best practices are.

A lot of them are capping, a lot of them have a master calendar which everyone will be able to review and that way you'll be able… And, if it's blocked off, you'll know. So, it's about becoming.., having the software and.., and having those type of systems in place. So, yes.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Spiritis: So, that's exactly where I'm getting at.

I mean, every Council Member, even if we have two per quarter, we could all pick the exact same day during that quarter. So, you would end up with the same situation with the Staff all tied up.

So, I just think that we have to somehow work together to make sure that we don't have the conflicts and we don't overburden the Staff but I don't think that making a difference what quarter it is, is really gonna make a difference 'cause we could all say we're all having a Christmas party, you know, on.., on the 23rd.

And, how would you stop us? Unless policy said that we had to somehow coordinate or there was a, you know, some sort of order or.., or time period that you had to give notice.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: So, that.., that's…

So, we've talked internally, you know, having a timeline as to when to ask the Council, okay, theoretically, where.., when are you gonna.., when do you or what type of events do you wanna have a year?

Because, if three of you wanna do a bookbag drive, then the City should just do a bookbag drive and it'll be our event and we'll do it, and we'll invite all the Council Members to it.

So, we've talked about a situation, let's just say for conversation sake, April 1st, all the Council Members give us, tentatively, what your events are. We can plug it in and then say, okay, everybody wants to do a bookbag drive, they wanna do a Christmas tree lighting, they wanna do a tur'… Okay. Special Events, these are now bona fide City events. We see that.

Then, we can say, okay, we're.., we're.., these are City events, now are there.., since we've given you back those events, do you wanna redistribute those on the calendar? And then, we can plan out making sure that it doesn't hit the holiday block or spring break and the like.

And so, we've, internally, had that conversation to say, can we give the Board a date to say, hey, give us tentatively all that, and then we can work out that. Because, some of the events that you all are talking about are probably large scale ev'.., or, some events that we, as the City, should be doing. Right?

And so, getting that feedback from you, to that scale, would allow for us to plan for what is the event calendar? And, in essence, it may be a situation where you don't do as many events because we have a broad gambit of events Citywide.

And so, you know, that's something that we talked about at the internal Staff level. And we can.., we can certainly do that.

Councilperson Davis Panier: Madam Chair?

And, I think that Royal Palm does it like that, 'cause they have a master.., a calendar early. And, they set their events, like, a year in advance. And, I mean, I know some things come up but they pretty much have a structured calendar.

[Inaudible comment]

Chairperson Lanier: Okay.

[Inaudible] letting the Board know that we have a 9:00 o'clock cutoff. So, we want to go ahead and…

Councilperson Guyton: Absolutely.

Chairperson Lanier: …and finish this.

And, we can go to our next Item. What is that we have else, Ms. Franks?

Special Events Manager Franks-Edwards: Thank you, Madam Chair.

Here is our current policy timeline, where it.., for events four hundred and ninety-nine people or less, must ha'.., adhere to the sixty day guideline which the application must be submitted. If it's over five hundred, it's a hundred and eighty days.

So, that is our current timeline. It breaks it down as far as what is due, what's submitted, when the permit will be issued, and the post-event meeting. So, this is just to give you guys an overview of the current policy in place.

Again, some of the difficulties is enforcement and making sure that when the applicant submits it, it's in a timely fashion and all the documents are submitted.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Go ahead.

Mayor Lawson: If we can go back to that timeline?

Special Events Manager Franks-Edwards: Yes.

Mayor Lawson: Five hundred people or more, the timeline is a hundred and eighty days.

It says permit issued seventy-five days prior?

Special Events Manager Franks-Edwards: That's if.., that's for the hundred and eighty days, yes.

Mayor Lawson: Okay.

[Stammer].., I.., I wanna understand that a little bit better. What.., how do we issue the permit? 'Cause a lot of events I know have come down to the.., the wire, where you've issued them the day before.

Is it Staff's requirement that you're supposed to issue it seventy-five days prior?

Special Events Manager Franks-Edwards: Yes.

Um…

Mayor Lawson: What flexibil'…

Oh, I'm sorry. Go ahead.

Special Events Manager Franks-Edwards: If I may?

Madam Chair, may I?

Chairperson Lanier: Yes.

Go ahead.

Special Events Manager Franks-Edwards: The issue… The reason why we're here today is because the reason of enforcement.

We have a lot of internal Staff, or issues where we're trying to make sure that the documents are submitted, the risk insurances. So, the issue is to make sure, like, right now, we have an issue with some of the event organizers waiting to see if the.., how the sponsorship format, or if their sponsorship is gonna be approved, so a lot of them are on hold.

So, with that, with a hundred and eighty days, what we've noticed is that there has been delay with paperwork so the Staff tries to work with the applicant to.., to issue the permit. So, that's…

Mayor Lawson: So…

Special Events Manager Franks-Edwards: …been an issue.

Mayor Lawson: Thank you.

So, follow up with that.

Special Events Manager Franks-Edwards: Mhmm.

Mayor Lawson: Sixty day.., so, if it's four hundred ninety-nine people or less, the permit is supposed to be issued fifteen days prior to, for five hundred people or less?

Special Events Manager Franks-Edwards: Yes.

Mayor Lawson: Five hundred people or more, seventy-five days?

Special Events Manager Franks-Edwards: Yes.

Mayor Lawson: How can that be possible if we don't get a police detail or assigned until probably the week before?

'Cause I.., I know I've had conversations with Special Events that said, we don't know if the event's going on, we don't know how many people. We can't [stammer] assign officers. We don't know how many officers are gonna be there.

How can we set these timelines, permit wise, based upon that current policy? And, have we.., have we been following that? Seventy-five days prior? Because, I know.., and.., and what happens if we don't?

'Cause I know permits, people get them the day of or the day before.

Special Events Manager Franks-Edwards: I think what the.., the impact that working with the customer event organizer sometimes the Staff and the committee is wanting to make sure that this timeline, or whatever timeline we put into place, is strictly enforced.

Mayor Lawson: Mhmm.

Special Events Manager Franks-Edwards: And, that is what.., this is why we're here today, to make sure that whatever the timeline is…

Mayor Lawson: Mhmm.

Special Events Manager Franks-Edwards: …if it's a.., a certificate of insurance missing…

Mayor Lawson: Mhmm.

Special Events Manager Franks-Edwards: …it will not be processed.

What we're getting…

Mayor Lawson: Right.

Special Events Manager Franks-Edwards: …is people are becoming lackadaisical, they're not submitting the [stammer] paperwork, they're not paying their fees.

And again, we're customer service oriented. We wanna work with the customer.

Mayor Lawson: Yeah.

Special Events Manager Franks-Edwards: But, it is becoming a.., a.., a pattern.

Mayor Lawson: So, do we have flexibility in this policy, currently?

Because, what we've done is, we've.., we haven't followed the policy, we've just kind of, you know, we've done it just to kind of make sure we work with the department but I wanna make sure that there's certain organizations that may come about and say we want to bring an event to the City and it may be a shorter or different timeframe.

So, what flexibility do we have in.., well, not this policy but the one that you're looking for direction. I wanna make sure, Mr. Evans, we have that flexibility in the policy if something comes to us that may be not in the timeline that we set tonight.

So, how do we create that as well? 'Cause, I know that the permits, we haven't.., we haven't followed any of that when it comes to issuing the permits 'cause we're trying to work with the organizations but if we're gonna have a clear status moving forward, we have to have some flexibility in the policy as well.

City Manager Evans: So, I…

Mayor Lawson: Or, continue to.

City Manager Evans: So, I…

Mayor Lawson: I'm.., I'm assuming that's what we have now…

City Manager Evans: Yeah.

Mayor Lawson: …right?

'Cause that's…

City Manager Evans: So…

Mayor Lawson: ...what you've been doing?

City Manager Evans: Yeah.

So, theoretically, we haven't and I think it's, you know… I don't know, Aladia, how many events we've rejected. I think we've tried to make them work as much as…

Special Events Manager Franks-Edwards: Yes.

City Manager Evans: …possible

'Cause we…

Special Events Manager Franks-Edwards: Yes.

City Manager Evans: …we understand it's a.., a value…

Special Events Manager Franks-Edwards: Mhmm.

City Manager Evans: …to.., to the community.

So, we.., we try to… We.., we.., the rules are in place, obviously, for the purposes of creating that structure but we've gotten down to the wire just to facilitate some of the events because there's some value into the…

There is flexibility in the policy that, you know, let's say, Oprah Winfrey wants to do a show on the beach, and if she's listening, we'll take it, right?

[Chuckles]

City Manager Evans: But, we.., we do have the flexibility to have those events.

If it's a great event, and it's gonna be great for the community, no different than the Suncoast Chargers winning the state championship, we have the flexibility to.., to move in those types of things.

But, we don't want that to become the norm.

Mayor Lawson: Right.

City Manager Evans: And so, that's some things that we want to be able to address.

But Aladia does have, in the slide…

Special Events Manager Franks-Edwards: Mhmm.

City Manager Evans: …she does have some things where, if we reject an event or say that the information is incomplete, they will.., you will know a lot quicker than what the process calls for.

So, this is what the modified schedule is as to, if you do provide a respo'.., if you do put in an application, you will have notification from us, and a checklist, these are things that need to

happen and you will know very quickly if your application is incomplete from.., from Special Events.

And so, we are gonna make sure people hear back in time so they can make the, okay, I'm missing insurance, I didn't pay the Extra Duty Solutions. Let me go ahead and cure these issues and resolve these issues for the purposes of my event.

And so…

Councilperson Davis Panier: Madam Chair?

Chairperson Lanier: Go ahead.

Councilperson Davis Panier: Who will determine which events get the flexibility?

Like, what.., who makes that determination?

City Manager Evans: M'…

Councilperson Davis Panier: Like, where flexibility comes in?

'Cause, yes. Suncoast parade, awesome. Definitely. But then…

Special Events Manager Franks-Edwards: The Ordinance actually references the City Manager does.

It's in the Ordinance. I think Page 16.

City Manager Evans: Yeah.

Special Events Manager Franks-Edwards: Okay.

Assistant City Manager Jacobs: If I may?

Chairperson Lanier: Yes.

Go ahead.

Assistant City Manager Jacobs: [Inaudible].

City Manager Evans: Ms. Jacobs, can you use the microphone, please?

Chairperson Lanier: [Chuckle].

Assistant City Manager Jacobs: [Inaudible].

City Manager Evans: That's what those are for.

Thank you.

[Chuckles and inaudible comments]

Assistant City Manager Jacobs: Thank you.

Ms. Panier, we.., we try to work with everyone. We put on events twenty-four hours in advance if the applicants don't have what they need. So, it's like an open end.., ended situation.

Councilperson Davis Panier: Is it frustrating for you?

Assistant City Manager Jacobs: It very much is. Yeah.

When you have to spend all day on a Saturday trying to figure out how you're gonna accommodate an event that's gonna take place on Sunday. So, the flexibility, it exists.

But, when it comes to, like, EDS Services, we were talking about that, even if you apply on time, if you don't pay your fees, how can we help you? If you don't pay your fees until the night before, we still try to work hard to accommodate but…

Councilperson Davis Panier: That shouldn't be regular practice…

Assistant City Manager Jacobs: Yes. Right.

Councilperson Davis Panier: …practice.

Chairperson Lanier: We got it.

Okay. Excellent.

So, are you ready?

Special Events Manager Franks-Edwards: The proposed processing timeline.

When an applicant or a customer submits an application, they will [inaudible] receipt of an application and will receive a response within five days.., le'.., five days or less.

Preliminary review of the request for additional information. So, once the committee reviews the application, if there's additional information, or we have further questions, we'll notify them within five days.

Incomplete applications will no longer.., we will just return it and deny it. [Stammer] a majority of the applications are being submitted incomplete.

It's important to know what other cities are doing. And, I know that Council asked this last time, so we had an opportunity to survey some of the other cities, Delray, Miami Beach, Orlando, West Palm, in regards to the sponsorship [stammer] structure.

So, a lot of them has a cap or a dollar for dollar, or they maybe have a grant process. Riviera Beach has, like, a case by case. And, it's not.., it's so general where everyone else has more of a structure.., a sponsorship structure.

Chairperson Lanier: [Inaudible].

Chair Pro Tem Miller-Anderson: Could you go back, please?

Special Events Manager Franks-Edwards: Okay.

Chairperson Lanier: Before I forget, Ms. Franks, could you make sure you email this to us?

Special Events Manager Franks-Edwards: Yes.

Chairperson Lanier: Thank you. Go ahead.

Special Events Manager Franks-Edwards: Okay.

Chair Pro Tem Miller-Anderson: [Inaudible].

Special Events Manager Franks-Edwards: You want me to go?

Chair Pro Tem Miller-Anderson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Chair Pro Tem Miller-Anderson: So, the sponsorship…

The sponsorship structure. So basically, the City will only sponsor those types of events?

Special Events Manager Franks-Edwards: No.

This is wh'…

Chair Pro Tem Miller-Anderson: Or…

Special Events Manager Franks-Edwards: This is what other cities are doing.

Chair Pro Tem Miller-Anderson: I know.

Special Events Manager Franks-Edwards: [Inaudible].

Chair Pro Tem Miller-Anderson: That's what I'm saying.

Those cities, those are the only types of organizations that they will sponsor? Is that what that second column is saying? So, like, Delray Beach, they'll only sponsor someone if it's a public benefits sponsorship?

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: Or, the…

Special Events Manager Franks-Edwards: Yes.

Chair Pro Tem Miller-Anderson: …cultural funding…

Special Events Manager Franks-Edwards: They're very specific. Yes.

Chair Pro Tem Miller-Anderson: Okay.

Special Events Manager Franks-Edwards: Mhmm.

Chair Pro Tem Miller-Anderson: Okay.

Special Events Manager Franks-Edwards: Very specific.

Chairperson Lanier: So, West Palm Beach only does it if it's revenue sharing?

If they get some money?

Special Events Manager Franks-Edwards: Yes.

Chairperson Lanier: I like that.

Chair Pro Tem Miller-Anderson: Oh.

Special Events Manager Franks-Edwards: Mhmm.

Yes.

Chairperson Lanier: I like that. Yes.

Go ahead.

Unk.: I got 9:00 o'clock, ya'll.

Chairperson Lanier: Yes.

Go ahead.

Special Events Manager Franks-Edwards: [Inaudible].

[Inaudible comment]

Chair Pro Tem Miller-Anderson: Mine wasn't working.

[Inaudible comment]

Mayor Lawson: They... Go back to West Palm Beach?

I think you just stated that they only do it if it's revenue sharing. That.., that's not accurate. I've hosted an event in West Palm Beach and they actually gave a $30,0000 sponsorship for Dinner En Blanc in West Palm and they were the partner.

So, they were the title sponsor and this was last year. I did it on the [stammer] amphitheater. They gave us a $30,000 sponsorship, they gave us the venue for free, and we had Dinner En Blanc in partnership with the.., the organizers.

So…

Chairperson Lanier: You are the Mayor of Riviera Beach.

Of course…

Mayor Lawson: I mean, they…

Chairperson Lanier: …they…

Mayor Lawson: …they were doing it for the last…

Chairperson Lanier: [Chuckle].

Mayor Lawson: They were doing it for the last five years.

I just partnered with them to do it. So, that's.., so, I'm not sure. It's.., it's not [stammer]… No, you just made a comment that it's only revenue sharing. It's not only revenue sharing, that's just.., that's an example of a structure that they have incorporated for sponsorships but they have other sponsorship options.

And they leave flexibility for that, the large scale things, like, you know, SunFest, they do revenue sharing. Miami Gardens, they do revenue sharing. Miami Gardens receives up to $7 million annually with the revenue [stammer].., revenue sharing.

And, we actually lost that year in this community because of ambiguity and because of a lot of issues we'll talk about another time. But, we wanna create that clear direction. 'Cause I love the revenue sharing option but that's for large scale events.

Chairperson Lanier: I like that.

Mayor Lawson: For small scale events, you.., you.., you.., you're.., you're not dipping in people's pockets like that.

Chairperson Lanier: No, you can't do anything with…

Mayor Lawson: Exactly.

Chairperson Lanier: …with 10k with fifty people. You can't get anything back with that.

But, certainly, for a thousand people, we should be able to have some type of revenue sharing as a part of the partnership.

Go ahead, Ms. Franks.

Special Events Manager Franks-Edwards: Madam Chair?

Delray, the City of Delray offers a variety of sponsorship packages that provide benefits such as [stammer].., marketing exposure, opportunities for distribution of promotional materials, and community engagement opportunities for sponsoring partners.

Miami Beach, the City of Miami Beach reviews sponsorship requests for events that attract a significant number of participants from outside the city. In many cases, the city requires a dollar for dollar match from the requesting organization.

Orlando. The City of Orlando provides financial assistance opportunities for nonprofit organizations hosting events within the city. And, the program often prioritizes events that promote culture diversity, community engagement, and economic activity.

The City of West Palm will manage its sponsorships and partnerships for special events through various administrative channels, allowing organizations to collaborate with the city to support community programming and events.

The City of Riviera Beach. Currently, the City Council must approve all sponsorship requests during a City Council meeting and the City Manager or designee will review each request and determine whether it will be placed on the City Council Agenda which meets biweekly. The City Council will consider it for approval.

Applicants whose requests are scheduled for consideration are responsible for attending the designated City Council meeting to present their request.

So, just to give you a overview of how the different cities do it.

Of.., of out of the four, the City of Orlando's profile and their approach was very similar to some of the things that we will be looking for as far as capping. So, what does the City of Orlando...

And, keep in mind, the City of Orlando has done this for forty-six years and they are one of the top as far as best practices. So, this was a good model.

What is a special event in Orlando? A special event is an organized activity that draws people together. So, this is just some examples, festivals, concerts, parades, runs, races, walks, street fairs, community culture celebrations outdoors, similar to what we do here in Riviera Beach.

A special event permit is required in Orlando under the following circumstances. And, I know the Mayor had a question. A hundred or more attendees triggers a permit requirement. So, that's the total.

Events with fewer than a hundred may still require a permit if it involves food or merchandise, vending, alcohol sales, temporary structures, stages or tents, or street closures.

Mayor Lawson: Quick.., quick clarity on that?

Special Events Manager Franks-Edwards: Yes.

Mayor Lawson: Is there a difference between a permit and a special event permit?

'Cause I think Attorney Ryles mentioned earlier that there was a difference between the two, application permit for a hundred or more. Orlando. If you can go back, Ms. Aladia.., Ms. Franks-Edwards.

Special Events Manager Franks-Edwards: Right here?

Mayor Lawson: It says a hundred or more attendees triggers a permit.

So, that's a special events permit, with a hundred or more.

Special Events Manager Franks-Edwards: Yes, sir.

Mayor Lawson: And, if it's less, they may require it if they have specific or… It says may, not shall.

So, [stammer] that's determined by the Special Event'… Who.., who makes that decision if it's…

Special Events Manager Franks-Edwards: The Special Events Committee as well…

Mayor Lawson: The Committee?

Special Events Manager Franks-Edwards: …may review it.

They have, actually…

Mayor Lawson: Yes, ma'am.

Special Events Manager Franks-Edwards: …an office.

And, yeah.

Mayor Lawson: So, if it's less than a hundred, they.., they may still require it if they have involve some of those things.

Thank you.

Special Events Manager Franks-Edwards: Thank you.

Mayor Lawson: Thank you.

Special Events Manager Franks-Edwards: This is a checklist in regards to, if you answer yes, I wanted just to give you an overview, like, [stammer] Orlando. Over one hundred people, or city property or impacting traffic, yes? Special event.

Location, public property, city roadways or private property that displaces parking traffic, yes.

Impedes City roads, sidewalks, or standard traffic flow, yes.

Requires specific permits for loud speakers or fireworks, they even have a twenty dollar fee for a loud speaker, yes. And, it's a permit through the Special Events Permitting Department. They're making money.

Vending or goods or services on public property, that's commercial use, infrastructure use of temporary structures, even if you wanna put up a stage, yes. There is a fee. Stages, tents, fences, that also goes to the Special Events Department.

Alcohol. Alcohol sales or catering, requires additional letters or maybe permit.

So, that's the City of Orlando. So everything.., they have a lot of permitting levels.

So, I just wanted to compare Riviera Beach to Orlando and how they have the different levels of permits but it.., it still goes through the permitting department. I don't know if you wanna go there but that'll give you an idea.

The City of Orlando, large… These are the types of events. The large outdoor events. If your event is on city property, street, sidewalk, or affects the city right of way, and has over a hun'.., a hundred or more attendees, it requests a large outdoor event permit.

Alcohol sales. Selling alcohol on private property during an event requires a letter of determination from the city. This requires the event meets city safety rules for guests and neighbors.

Food and merchandise. Selling food or merchandise on city streets or sidewalks is prohibited under city ordinance. They have a ordinance.., special events.., but a special events must be permitted.

Exceptions include food trucks, vendors, tents, and events that comply with city permitting and health issues.

The City of Orlando, as far as their different types, they have different levels. They have a small, low impact, where a permit may not be required. This is not always.

Medium standard, yes. Those are considered, like, the 5k runs, the local fairs.

The large, high impact, they will require a permit. Those are like the downtown parades and concerts.

Signature city events, that also requires a permit. And, that's like [stammer] city branded celebrations.

The CRA supported events, they also require permitting because they're using city resources.

CRA events are using medium to high impact and require permits just like city events. They're still governed under our Ordinance.

So, who are the actors? The applicant, the customer, the person, or the group wanted to throw the event. And, who is the special events manager? That's the designee and final signer. Manages the intake and the calendar and issues the special events permit.

The Special Events Committee is the safety experts, the Police, the Fire, Parks, and Public Works. And, they decide the staffing levels for safety [stammer] and cleaning.

Then, we have our City Manager, Chief of Operations, and we have our CRA Director, Chief of the CRA. That's a neighborhood investor. Those are our actors.

The City of Orlando permitting process. They have a nine step.., nine to twelve step process. So, the preplanning, define the event goals, size and location. Then, by that, you can check the master calendar to see if the date's available. And that.., that's accessible to everyone.

Funding and budget planning. They either have the city grants, the CRA preapproved funds, or sponsorship, or private funding.

Step three. The application submittal, where you'll submit your application online.., online within sixty days as well. Similar to Riviera Beach. Includes site plans, safety plans, vendors, and budget with funding source.

Step four will be the city review, departmentals, that's special events committee, police, and safety, they will review the application.

Coordination of funding authorization. That's when the staff will confirm the funding availability through either a grant or CRA preapproved budget.

Step six. The master calendar placement. It'll then be placed on the master calendar, and then the final approval will be either if it has to go before council or the.., the permit will be issued.

City of Orlando versus the City. This is the funding caps. Annual budget. The City and the CRA sets a fixed yearly budget for events and grants. Once the money is spent, there is no more until next year.

The funding caps. Each program has a max per year. For neighborhoods, for one thousand and [stammer] $2,500, culture events from five thousand to twenty thousand, the CRA up to five thousand and extra requires City Council approval.

The first come, first served. Funding is limited and allocated in order of applications. Late requests may be denied.

Reimbursement. Many programs are pay first, submit receipts and get reimbursed. Only approved expenses within the cap qualify. So, if they receive the funding, they have to have a receipt to justify the spending.

The CRA support. The CRA events follow the same rules, cap funding, permits, safety, vending, alcohol compliance, covers community engagement, marketing, and cultural events.

Fee waivers. Possible for nonprofits and educational community benefit events, such as street closures, park rentals and permitting. Permits still are required.

In summary, funding is capped, reimbursed, in first come, first served. The CRA events follow the same rules, and apply early and plan within your limits. And, this is all for the City of Orlando.

These are some links that I have provided and I'll make sure that I provide this so you guys can take a look.

Mayor Lawson: Madam…

Special Events Manager Franks-Edwards: And, they do…

Mayor Lawson: …Chair

Special Events Manager Franks-Edwards: …about twelve hundred events…

I'm sorry, Mayor.

Mayor Lawson: No, no.

Go ahead. Finish that comment. Finish your...

Special Events Manager Franks-Edwards: Yeah.

They do about twelve hundred events. So, they're on a different scale but they have a great infrastructure that we could take some good things from.

Mayor Lawson: And that…

Special Events Manager Franks-Edwards: Go ahead, Mayor.

Mayor Lawson: That was actually in line with what I was gonna ask.

Because, I think the City of Orlando has three hundred and thirty.., three hundred and fifty…

Special Events Manager Franks-Edwards: Thousand.

Mayor Lawson: …thousand residents.

Special Events Manager Franks-Edwards: Yes.

Mayor Lawson: Versus our thirty-eight thousand.

Special Events Manager Franks-Edwards: Mhmm.

Mayor Lawson: And, I love the infrastructure behind it but it's just, creating a structure, like, with certain caps for.., and this is all for special events.

This is not, per se, for the electeds or the events they wanna host, this is just the Special Events Department. And, the Special Events Department does twelve [stammer].., twelve hundred events per year? Or twelve thousand? Twelve hundred events per year?

Special Events Manager Franks-Edwards: Twelve hundred, yes. Mhmm.

Mayor Lawson: Twelve hundred events.

So, their department's doing twelve hundred. I know our Department, we're probably doing, like, big events, four or five, plus some of the smaller events. So, it's.., it's a good scale and I think that.., thank you for giving just a.., a.., a structure.

But, that's exactly what we just need to create with clear direction, is just the structure behind some of those requirements and those caps that are put in place so that we can have the exact similar policy, but relative to our municipality.

I mean, 38,000 residents. I.., I… What.., what made you choose Orlando? Because, just the structure that they have?

Special Events Manager Franks-Edwards: Structure.

Miami would've been second but…

Mayor Lawson: Yeah.

Special Events Manager Franks-Edwards: …they have the best practices, like…

Mayor Lawson: Got it.

Special Events Manager Franks-Edwards: …everywhere where you look by research, the City of Orlando has…

Mayor Lawson: Orlando.

Special Events Manager Franks-Edwards: …the infrastructure. Yes.

Mayor Lawson: Yeah.

Miami Gardens…

Special Events Manager Franks-Edwards: Mhmm.

Mayor Lawson: …is good.

And then also, comparing some other local municipalities on a smaller scale as well, Lake Park, Delray, West P'… Like, some of those other ones and see their policies. Royal Palm, they have a excellent policy as well.

But...

Special Events Manager Franks-Edwards: The only…

Mayor Lawson: …the structure behind…

Yes, go ahead.

Special Events Manager Franks-Edwards: The only thing I found, Mayor, they didn't have as much detail.

Mayor Lawson: Yeah.

Special Events Manager Franks-Edwards: You know, my.., I have…

Mayor Lawson: Yeah.

Special Events Manager Franks-Edwards: …a family member that's the Director of Special Events for Lake Park. Theirs is not as detailed.

So, I wanted to make sure that I kinda painted a picture for…

Mayor Lawson: Yeah.

Special Events Manager Franks-Edwards: …you guys.

Mayor Lawson: And, what I did notice about the policy, which I was very appreciative of is, a lot of may's in there and a lotta discretion of the Board, and a lot of approval by the Council, if it doesn't meet certain standards.

So, I wanna keep flexibility and leverage so that it can be approved by the Special Events Department or the City Manager, or if it exceeds certain budgets, it can go to the actual Council for additional funding.

‘Cause it wasn’t shall in there, it was may. May gives flexibility for a lot of the policy so that we’re not.., we’re not strongarmed by a policy when we wanna do additional events, that could possibly pushed or supported and encouraged by the Board.

Special Events Manager Franks-Edwards: [Inaudible].

Mayor Lawson: Thank you.

Special Events Manager Franks-Edwards: Thank you.

Chairperson Lanier: Alright.

Very good.

Special Events Manager Franks-Edwards: Okay. Almost done .

Chairperson Lanier: How many slides you got left?

Special Events Manager Franks-Edwards: With the C’… Almost done.

The CRA operations and Florida law. I wanted to make sure that I shared with the.., with the CRA, CRA’s are authorized under Florida Statute 163, Part III Community Dedevelopment.. The redevelopment allows cities to create CRA’s to eliminate blighted areas. The CRA’s can [stammer] fund redevelopment initiatives, including events that support local businesses, tourism, and district activation.

Under that statute, it does not grant CRA‘s the power to bypass City event permits. So, we still.., because we’re using City resources, either it’s a police officer, or if you’re having alcohol, you’re having a fire inspection, that’s why the special events permit is required.

The CRA’s can fund, plan, and support special events as part of their redevelopment activities but must do within the framework of local event permitting and City coordination. So, it’s important for the City and the CRA to still coordinate to make sure that we are in compliance with our own City Ordinance 4161.

Sponsorship framework. Now, we're gonna go back to some of the things that.., some of the in-house conversations that we've had. Proposed sponsorship policy, primarily in in-kind support, direct funding requires City approval.

That's.., the City Manager referred to the monetary, the formal sponsorship agreement required would be either use of the venue, the stage, or the fencing. There will be an agreement, either financial disclosure, event budget transparency, post-event reporting, and City recognition as presenting sponsor.

These are best practices. Other cities require, again, a receipts.., a reimbursement through receipts. They don't just give the money, they make you bring the receipts, ya'll. Okay.

Sponsorship…

Councilperson Guyton: Wait.

Special Events Manager Franks-Edwards: …application.

Councilperson Guyton: Madam Chair, wait.

I'm sorry.

Chairperson Lanier: Yes.

Special Events Manager Franks-Edwards: Yes.

Chairperson Lanier: Go ahead.

Councilperson Guyton: So, on the sponsorships, when you said.., you said reimbursement.

I.., I know that some come to the City because they don't have the funds but they have a good product that they're sharing and helping others. What about those who may not have the funds to put upfront but it's something that's gonna benefit the community, how are we.., how do we navigate that challenge?

Special Events Manager Franks-Edwards: Well, currently…

Madam Chair, may I?

Chairperson Lanier: Yes.

Go ahead.

Special Events Manager Franks-Edwards: Currently, the.., they will submit a special events application along with a sponsorship form.

And, with that sponsorship form, it asks certain questions, what is the community benefit? So, we wanna make sure that, whatever it is, it's something that this community will benefit from.

Councilperson Guyton: So, if it's a…

Madam Chair, can I follow up?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Guyton: So, if it's a community benefit, would the reimbursement portion be waived if they don't have the funds upfront? I mean, when.., when I say funds, I.., they still have to pay the fees.

Special Events Manager Franks-Edwards: Yes.

Councilperson Guyton: But, if they're asking us to help sponsor whatever the event is…

Special Events Manager Franks-Edwards: Mhmm.

Councilperson Guyton: …they may not have it to pay it upfront and we reimburse them.

That's.., that's what I mean.

Special Events Manager Franks-Edwards: Madam Chair, may I?

Chairperson Lanier: Yes.

Go ahead.

Special Events Manager Franks-Edwards: This is.., that last statement, Councilman, is based on other cities.

They have where they're reimbursed, or either, through a receiving process. So, if they submit their receipts to me, they will get the funding. So, that.., this is based on other cities.

Councilperson Guyton: Oh, it's not…

Special Events Manager Franks-Edwards: We don't do it like…

Councilperson Guyton: …our process?

Special Events Manager Franks-Edwards: …this currently.

No, sir. No, sir.

Councilperson Guyton: Oh, okay.

Special Events Manager Franks-Edwards: Yeah.

Councilperson Guyton: I'm sorry.

Special Events Manager Franks-Edwards: Sponsorship application cycle.

It is proposed that if we implement at least two application cycles, application review by the Special Events Committee and recommendations for.., for administrative or Council review. So, if there.., if there's funding that is approved, we will put in place a cycle where there will be a submittal of an application, similar to how we do our scholarship program, we will review it, the Special Events Committee, we will [stammer] approve it.

Once we've used all the money, then the next cycle, they can apply again. That will cap it and that will put controls and make us more fiscally responsible with taxpayer's dollars.

Public Safety costs. Public Safety services include.., and I, just to reiterate, because this is so important to everything with the Fire, and Police, Rescue, emergency support services. Currently, the proposed.., we do not.., do not have any fee waivers as far as that. If the applicant

submits, they are required to pay for Public Safety costs unless, of course, they have a sponsorship agreement and they go through the process, and it's approved.

Fiscal responsibility. This is a very important word to me, protecting City resources. Departments fund their own event so, of course, they have the funding and it's through the departmental budget.

The elected officials are funded from allocated resources. And, the sponsorship agreements protect the City investment, and Public Safety costs are also accounted for.

Councilperson Guyton: Wait.

One quick question.

Special Events Manager Franks-Edwards: Yes, sir.

Councilperson Guyton: Good.

Go back to the next one, please.

Madam Chair, may I?

Chairperson Lanier: Yes.

Go ahead.

Councilperson Guyton: Elected official events funded from allocated resources.

Where.., who's allocating it and where are these resources…

Special Events Manager Franks-Edwards: In the budget cycle.

Of course, you will…

Councilperson Guyton: Okay.

Special Events Manager Franks-Edwards: Yes.

Everybody's… Yes. So…

Councilperson Guyton: Okay.

Special Events Manager Franks-Edwards: ...that's what that is.

Policy direction requested. Staff requests Council directive and this is very broad but, of course, distinguishing the program events from external events, codifying the concept in the Ordinance or policy manual.

By tonight, by getting some of your feedback, that will help us also update and revise the Ordinance, streamline the process for City events, district event framework for elected officials, event classification systems, processing timelines, the sponsorship polices, and Public Safety cost policies.

So, those are things that we're looking for direction on. This Special Events Manager.., as the Special Events Manager, my responsibility is to make sure that I push the process and make sure that the permitting process goes smoothly so.., and make sure that I am in.., in compliance with our City Ordinance. And so, it's a very important job.

Opportunities for improvement. These are just some of the things. But, the main thing I've spoken with City management is software, getting software systems automated to make the experience more comfortable and customer friendly for the applicant.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Mayor Lawson: Ms. Franks-Edwards, could you go back two slides, please?

Special Events Manager Franks-Edwards: Yes, sir.

Mayor Lawson: It was for the recommendations for direction for Staff.

Special Events Manager Franks-Edwards: Yes, sir.

Mayor Lawson: One more.

Policy requested. Did we talk about, or did we discuss revenue sharing or partnerships?

Special Events Manager Franks-Edwards: We did not.

Mayor Lawson: Okay.

'Cause I know that I've heard that multiple times from my colleagues, and I've seen it in other agencies, where we can actually.., and I.., I would recommend finding some larger scale, or looking at events.

'Cause, revenue sharing is an option as well. A lot of these large scale events will partner with cities to bring events to their community. AGI Li'.., or.., or Live Nation, they do it. I know that we've had conversations with Old School Reunion about possibly, in the past, partnering with the City to host a.., a similar event with some type of revenue sharing.

And then, in the future, creating something. That's.., that's not an immediate policy, that's something for, possibly, the next budget fiscal year, 'cause we have to budget for that. And, that's large scale events.

But, I wanna bring back something to the Board so that we can talk about revenue sharing, so we can start, you know, profiting or generating money from the large scale events.

But, essentially, the smaller events, which I think Councilman Guyton [stammer] said a few months ago, he wants to see something monthly or quarterly, something on the beach, music, entertainment. Lake Park's doing something every month.

So, we wanna try to get to where we can actually have an event. And, is that gonna be through Special Events or is that in conjunction of partnerships?

So, those are some of the things that I.., I wanna be able to see as well.

Thank you.

Special Events Manager Franks-Edwards: Thank.., thank you.

Councilperson Guyton: [Inaudible].

Chairperson Lanier: Go ahead.

Special Events Manager Franks-Edwards: Okay.

Councilperson Guyton: [Inaudible].

We need to deal with these issues they're asking us for direction and we keep wor'.., scrolling passed it.

[Chuckles]

Councilperson Guyton: And, that is why they're here…

Special Events Manager Franks-Edwards: Mhmm.

Councilperson Guyton: …for direction.

And, I think, since it's after 9:00, we should deal with giving them direction on these issues because that is what they are expecting out of this workshop.

Chairperson Lanier: Is this your last slide?

Special Events Manager Franks-Edwards: I think I have one or two more.

Chairperson Lanier: Alright.

Go through those one or two more and then we're gonna come back to what.., what you need from us.

Special Events Manager Franks-Edwards: Okay. I think… Hold on.

[Inaudible comment]

Special Events Manager Franks-Edwards: Oh, I think this was just the last...

To.., as the Mayor stated, special events is some of the events that.., this is a estimated budget and some of the items that are coming online very soon. We have some jazz events, either

at the municipal beach or at Dan Calloway, Jazz Beneath the Surface, 4th of July celebration that includes our fireworks and our concert in Bicentennial Park.

Our multifamily youth and movie nights. Those are for the family and the seniors, Halloween Family Fright Night. They wanna see that back. And then, we have additional monthly events like the Black History, Veteran's Day, some of those things. So.., and then… And, later in the year, we'll do either a multicultural or seafood festival.

So, those are some of the things that will be coming online and will be placed on the master calendar.

Councilperson Guyton: Okay.

Madam Chair? During our last budget session, it was about eight months ago, it wasn't just me that requested looking at a monthly event. It was a consensus about looking at a monthly event.

We're in March, going into April. To City Manager, why haven't we had a monthly event all year?

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: Ms. Franks, do you have any information with regards to the events that we've done this.., this year?

Councilperson Guyton: Wait, wait, wait. Slow down.

I'm talking about an established monthly event, like Lake Park, West Palm, Boynton. There's a reason for that. If all we have is political tension and we don't provide some type of

activity so our residents can come together in a noncontroversial environment, it keeps that tension high. It's part of planning communities.

They have monthly events, other communities, for a reason. It's not just to have fun. I think it's to reduce some of the tension of.., of everything that's been going on within their city. We asked you to do that.

And, I'm.., I'm.., I'm disappointed that you still haven't done it. And, you kinda move on your own pace but I don't appreciate that.

Chairperson Lanier: Alright.

Chair Pro Tem Miller-Anderson: Madam Chair, I.., I… I do wanna say, I don't.., I don't…

I mean, they're good to have. I know one time we were doing them and there.., it wasn't well attended so, at one point, we stopped. But, that has, you know, nothing to do with what we talked about in budget but I don't know that that would ease any tension or cause any…

Councilperson Guyton: Well, it's not just to ease tension.

Chair Pro Tem Miller-Anderson: Yeah.

Councilperson Guyton: You.., you don't have a community without any activities. The activities are a part of planning a community.

Chair Pro Tem Miller-Anderson: Right.

And we…

Councilperson Guyton: I.., I…

Chair Pro Tem Miller-Anderson: …we have…

Councilperson Guyton: And., and…

Chair Pro Tem Miller-Anderson: …some though.

We do have quite…

Councilperson Guyton: No.

Chair Pro Tem Miller-Anderson: We have more than some cities have.

Councilperson Guyton: We need a monthly event.

Chair Pro Tem Miller-Anderson: I hear what you're saying about a monthly event …

City Clerk Hall: Madam Chair, may I?

Chair Pro Tem Miller-Anderson: …but, I don't think that'll change any tension though.

Chairperson Lanier: Right.

I think that [inaudible]. I think that what that looks like is.., the reason why they're here tonight, that they need some feedback on what we need to do, how we need to do it, how many events? Are they monthly? Are they from us? Are they sponsorships? I think…

Unk.: How much they're gonna cost?

Chairperson Lanier: How much they're gonna cost? There's a cap that we're talking about.

So, those are the things and, especially the fact that we don't have any money. So, with that being said, we have to look very carefully at how we do special events, especially when the City has to spend money. Period.

[Inaudible comments]

Chairperson Lanier: So…

Chair Pro Tem Miller-Anderson: Yeah.

Chairperson Lanier: That's where we are with that.

Now.., and I understand your position…

Councilperson Guyton: [Inaudible].

Chairperson Lanier: …Mr. Guyton as.., I'm sorry, Commissioner Guyton as well. But, what we want to do now is just to provide this feedback.

And I.., I.., I hear you.

Councilperson Guyton: Okay.

Chairperson Lanier: And I.., and I think that…

Councilperson Guyton: Okay.

Chairperson Lanier: …we're gonna close this out with this recommendations for you.

Mr. Evans, we need to look at.., at our April meeting, putting this next Item on as a discussion Item. I think that some of the information in [stammer].., as it relates to public decorum, that kind of thing, was sent out today to some of the Board.., to all the Board Members.

And, they have a chance to look at it so that we can come back and discuss that. But that should be on our next Agenda for that.

But, back to Ms. Aladia. Now, you're telling me that you want us to provide you with what? Just tell us what you want us to.., to [stammer] provide information on.

Special Events Manager Franks-Edwards: Well, I've been taking some notes.

I know that the.., the Mayor [pause]… Just a second. I'm sorry. I thought I had put it somewhere.

I know one of the [stammer] first follow up is regarding the elected officials. So, you would like more of a structure in regards to either, if it's gonna be quarterly? How many? And, what that looks like? So, I'll work with the Staff on that.

Chairperson Lanier: And.., and the cap.

Meaning that we have to know exactly how much everything costs, Police, Fire, fencing, whatever.., whatever it is that does not come out of our budget but actually it's coming out of the City. We need to know exactly how much that costs so that we can look at a cap for all of those services.

Special Events Manager Franks-Edwards: Yes.

Councilperson Spiritis: Madam Chair?

Chairperson Lanier: Yes.

Go ahead, sir.

Councilperson Spiritis: You know, I.., I'm looking at these budgets and I.., and I look at the 4th of July as a perfect example.

And, I know we're not New York City and we're not gonna get Macy's to come and sponsor the Riviera Beach fireworks display. But, I'm sure there are other small or medium sized corporations that would love to have their name…

Special Events Manager Franks-Edwards: Yes.

Councilperson Spiritis: …on the Riviera Beach 4th of July…

Special Events Manager Franks-Edwards: Mhmm.

Councilperson Spiritis: …you know, celebration.

And, they would probably do a much better job than we do. Not that we don't do a good job. I think we did a great job last year.

Special Events Manager Franks-Edwards: Thank you. [Chuckle].

Councilperson Spiritis: But, I think that we could…

Chairperson Lanier: Excellent.

Councilperson Spiritis: …probably do even more with.., with other people's money.

So, I think it's very important for us to reach out to these private corporations to help co-sponsor some of these larger events, like the MLK Parade. These are large events that people that get a lot.., they get a lotta…

Chairperson Lanier: And that's…

Councilperson Spiritis: …PR out of this.

Chairperson Lanier: You are…

Councilperson Spiritis: Tremendous.

Chairperson Lanier: You are absolutely right.

And, I think that this conversation that we're having needs to really focus on not sponsorship that the City is giving but sponsorship that we can receive. Because, we have hundreds of businesses in this City.

And, they attend a lot of these events themselves. We just have not asked them. We got…

Unk.: What.., what...

Chairperson Lanier: …two car lots at the end of.., at the end of 95 and Blue Heron.

Huge car lots that, I'm sure, $25,000 for them would be nothing.

City Manager Evans: Ma'.., Ma…

Chairperson Lanier: So, we have to reach out to these businesses to be able to…

And I know that.., that whole…

Mayor Lawson: Mhmm.

Chairperson Lanier: …political thing, but we have to…

Mayor Lawson: Well…

Chairperson Lanier: …look at that.

But go ahead, Mr. Evans.

City Manager Evans: Yeah.

And.., and.., and, Madam Chair, I.., I will tell you, sometimes when we partner with an event, the event partners reach out and they utilize our name …

Special Events Manager Franks-Edwards: Yes.

City Manager Evans: …image and likeness for the purposes of seeking sponsorships.

And so, when we go and say, hey, do you wanna sponsor the 4th of July, they said, wait a second…

Special Events Manager Franks-Edwards: Mhmm.

City Manager Evans: …I sponsored an event two months ago. I thought that was your event.

And so, some of the things that we're really gonna tighten down is, that if we are contributing to the event monetarily, or providing, we need to know, and.., and we were even talking about a prohibition.

You can't go and get sponsorship on our name and.., and our facilities for the purposes of defraying your.., your costs but not sharing that, in fact, with the City.

Chairperson Lanier: I see.

City Manager Evans: So.., so, those are some of things that…

Chairperson Lanier: I see.

City Manager Evans: …we're experiencing.

Chairperson Lanier: I…

City Manager Evans: And, even…

Chairperson Lanier: I see.

City Manager Evans: …and even some of the departments…

Special Events Manager Franks-Edwards: Yes.

City Manager Evans: …we even told…

Special Events Manager Franks-Edwards: Mhmm.

City Manager Evans: …some of the departments, you know, don't go to certain companies asking for things because, instead of getting $25,000 from Cheney Brothers, we get $5,000 because they've given to all these other advisory boards, or groups, or things like that.

Chairperson Lanier: Yeah.

City Manager Evans: So…

Chairperson Lanier: And I.., and I…

Mayor Lawson: Madam Chair?

Chairperson Lanier: …think that.., that needs to be a policy, that…

Mayor Lawson: Mhmm.

Chairperson Lanier: …anybody in the City, unless it's coming from the City, need not be asking anyone for any money on the City's behalf because…

Mayor Lawson: Mhmm.

Chairperson Lanier: …even if we do a sponsorship, say for this room, people will go out and use the City's name saying, hey, we're having an event and the City is sponsoring us and could you give us some money?

But, we don't see a dime of it.

Mayor Lawson: Right.

Chairperson Lanier: And that's a problem.

So, that needs to be a…

Unk.: Mhmm.

Chairperson Lanier: …something that we have to have a policy that no department, no anybody can go out and use our name to be able to get money. Period.

Because then, what happens is that, and I'mma say this again, people come and they ask for money from the City and then they charge for stuff. And then, I'm saying, why are you charging for something and we're giving you money? We'.., where's our money back?

So, that goes into the profit sharing piece, and that goes into the fact that if we're gonna.., if anybody gonna make money, it needs to be the City.

Mayor Lawson: Madam Chair?

Chairperson Lanier: Yes.

Go ahead.

Mayor Lawson: Who from Staff is slated to go after the sponsorship?

Chairperson Lanier: Aladia.

Special Events Manager Franks-Edwards: And that's.., that's why the Ma'.., the Manager's speaking on it.

It has become so difficult because everybody has their hand in the pot. So, it's.., it's making it difficult because I wanna create those partnership but they are saying, hey, I already gave $25,000 here, or I gave…

And.., and that's why Mr. Evans is sharing that with you. It's very difficult.

Mayor Lawson: Yeah.

So, again, who from Staff is slated with going after these sponsorship?

Special Events Manager Franks-Edwards: It will be me, for Special Events.

Mayor Lawson: So, in addition to overseeing the sixty plus elected official's…

Special Events Manager Franks-Edwards: Mhmm.

Mayor Lawson: …events, the events that you're gonna host in Special Events, I think you had about ten up there, the events with the City and Staff, you're also gonna go get sponsorships for your events as well?

[Pause]

Mayor Lawson: Okay.

Let's.., let's.., let's be realistic now. Are we gonna have Ms… And then also, what's the process and what's the policy, for receiving these sponsorships through Finance?

Special Events Manager Franks-Edwards: If I may?

Mayor Lawson: Are we able…

Go ahead.

Special Events Manager Franks-Edwards: Similar to other cities, Mayor.., thank you, like the City of Wellington, they have a sponsorship package.

So, everything is online so you'll be able to click on it and then you can become a sponsor. So, everything will be automated. It won't.., and, it'll be, of course, through [stammer] through our Finance Department, we'll assign job codes so we'll know how much money is coming in.

So, it'll be a process. Right now, it's.., everything is just coming in manually. [Stammer] just.., I looked into Wellington, Orlando, they have a sponsorship package where, if you wanna be a sponsor, even with Delray, you can select that event and become a sponsor for it.

So, all of that is to, of course, put it out there so everyone will be.., have an opportunity to become a sponsor.

Mayor Lawson: So, I.., I think it's just, like you said though, when you.., when you bring back the updates to the policy, just make sure that we have a clear direction of to, how we're

gonna fundraise and get sponsors, and then having a proposal for the.., the.., the website and.., and what's gonna be the.., the.., the process for these companies so we can just direct them.

Chairperson Lanier: Right.

Mayor Lawson: Because there's so many different organization, that we just gotta direct to 'please go to the City website on the Special Events permit and go ahead and fill out the sponsorship application.' And then, having it delineated as to what does the sponsorship come from?

So, we can talk more about that but I know that we wanna try to get outta here.

Unk.: Yeah.

Chairperson Lanier: Yeah.

And then too, before we go, how do you.., Mr. Evans, how do you.., how do you avoid that? How do you stop that from other people using our name to be able to get money for an event that's at the City, and we've gave them money already?

City Manager Evans: Yeah. So, Ma'.., Madam Chair, if I may?

A couple of things, right? It.., it is a situation where we're seeing people utilize our.., our name and.., and our.., our partnership for the purposes of monetizing their event. But also, it's just the use of our logo.

We see people that put our logo on flyers and there's no explicit authorization. So, we're gonna clean up those things, and then provide for, in the policy, if you are partnering with the City of Riviera Beach and you are [stammer].., you.., you can't go out and seek sponsorships and then ask us for monies or ask us…

So, you have to make the decision, either you're gonna go ahead and make the sponsorship route and get all these partners or you're gonna have the City of Riviera Beach be the underwriter for some of these events.

And, even some of the name recognition. If we are a principal or primary sponsor, it should be the City of Riviera Beach in partnership with…

Chairperson Lanier: Right.

[Inaudible].

City Manager Evans: …you know, Riviera Beach Cadillac presents the 4th of July celebration.

Chairperson Lanier: Cadillac? Really?

City Manager Evans: I'm just…

Chairperson Lanier: [Chuckle].

City Manager Evans: If they're out there, we'll take it, right?

Unk.: Yeah.

City Manager Evans: But, tho'.., those types of things are.., are opportunities.

And, I will tell you, if we can narrow that down, we have a bunch of Fortune 100, Fortune 500 companies, when I was a Rec Manager in.., in Celebration, we would get $300,000 for Cingular Wireless. All these different things would come in when you did put those events in place.

So, there's opportunities for us to.., to work with partners.

Chairperson Lanier: And I think that that's the bigger.., that's the bigger issue here because we don't have any money.

I think that we need to focus on that, getting sponsorship from these big… There.., we have Fortune 500 companies in this City. We have Coca-Cola here, we have Pepsi here. These are big companies and we…

[Inaudible comment]

Chairperson Lanier: …need to utilize that to be able to not spend the City's money.

And, you know, sponsored by Coke in the City of Riviera… Whatever. But, because we're talking about money here, we're talking about money that we don't have, which means that we need to focus on that.

But, go ahead.

City Manager Evans: And.., and.., and.., and through that, right?

We provide in., in my past experience, when we.., we.., I did partner with Cadillac, we put.., they put two vehicles in front of the stage. We set up a test drive track in the park so people can come and.., and they had a sales force.

So, there's things, concessions, that we would make to be able to accommodate that, partnering up with the hotels. Anyone that's staying in Riviera Beach at this hotel, you get a VIP seat at the 4th of July, the hotels underwrite the VIP area.

So, there's ways to do it. But again, we have to have a situation when we back persons out of going to asking all our businesses a hundred and forty times verse us going five or six times for some of our major events.

So, we're gonna codify that in policy, clean that up and pursue those opportunities because.., just, 4th of July is an easy event. We should be able to get thirty, forty, $50,000. There's no reason why we can't get the fireworks paid for from a sponsorship.

Chairperson Lanier: Right.

Alright, very good.

Assistant City Manager Jacobs: Madam Chair?

Chairperson Lanier: So.., so, Ms. Franks, now you have it where we're gonna come back and… You got it, right?

Special Events Manager Franks-Edwards: Yeah.

Chairperson Lanier: We're all good?

Chair Pro Tem Miller-Anderson: No.

Go back to that slide.

Mayor Lawson: No.

We didn't even...

Special Events Manager Franks-Edwards: Which one?

Chair Pro Tem Miller-Anderson: Go back to that...

Chairperson Lanier: Are we…

Chair Pro Tem Miller-Anderson: No.

Go back…

Chairperson Lanier: Okay.

Chair Pro Tem Miller-Anderson: …to that slide.

Chairperson Lanier: Alright.

Chair Pro Tem Miller-Anderson: The slide.

Mayor Lawson: The recommendations.

Councilperson Guyton: The policy one where [inaudible]...

[Inaudible comment]

Chair Pro Tem Miller-Anderson: The direction one.

Chairperson Lanier: Direc'… Yeah.

No, no. The recommendations. Yeah, yeah. That one.

Special Events Manager Franks-Edwards: Right here guys?

Is there anything you would like to add or…

Chairperson Lanier: Distinguishing municipality program events.

[Inaudible comment]

Chairperson Lanier: We.., we [inaudible].

Mayor Lawson: We didn't talk…

No, we didn't. Distinguishing municipal program events from external events?

Chairperson Lanier: Yeah.

We.., we got that.

[Inaudible comment]

Chair Pro Tem Miller-Anderson: The sponsorship versus the Council.

Chairperson Lanier: Right.

Alright. Number two. Codifying the…

Special Events Manager Franks-Edwards: Yeah.

Chairperson Lanier: …concept.

We got that.

Special Events Manager Franks-Edwards: Yes.

Chairperson Lanier: Streamline process for City events.

We got that.

Special Events Manager Franks-Edwards: Mhmm.

Chairperson Lanier: District event…

Chair Pro Tem Miller-Anderson: Do we?

Chairperson Lanier: …framework.

Councilperson Guyton: Do we?

Chairperson Lanier: Do we? Streamline process for City events.

Do we have that?

Councilperson Guyton: We.., have we streamlined it?

Chairperson Lanier: We're gonna…

Special Events Manager Franks-Edwards: By getting your feedback and everything…

Well, it's…

Chair Pro Tem Miller-Anderson: [Inaudible].

Special Events Manager Franks-Edwards: Yeah.

Chairperson Lanier: Yeah.

City Manager Evans: And…

Chairperson Lanier: Bring something back.

City Manager Evans: And, Madam…

Chairperson Lanier: Alright.

City Manager Evans: …Chair, if I may?

One of the things we also wanna clean up and differentiate, a facility rental versus a special events. If I'm coming in to rent a facility, there should be things provided for in the facility rental that I don't have to go through…

Special Events Manager Franks-Edwards: [Stammer]…

City Manager Evans: …what are the special events process.

So, if I'm renting the Event Center and the.., the event is in the interior, the special.., the., the reservations should say, okay, 'x' amount of people, 'x' police officers, et. cetera, et. cetera.

If somebody is paying for that and they're not asking for anything from the City, as long as they comply what's provided for in the rental form, we can process that. Right now, some of it, depending on that, requires it going through a special events…

Oh. Yeah.

City Manager Evans: …process.

And so, we wanna streamline and differentiate facility rentals as well from bona fide special events. So, that.., that's something that we're.., we're gonna obviously work with the CRA and the use of those spaces so we'll be able to tell you, this is a rental, these are the rules for rentals, process it.

They're not asking for anything from the City, they just wanna have…

Chair Pro Tem Miller-Anderson: Like a…

City Manager Evans: …the use of the space.

Chair Pro Tem Miller-Anderson: …wedding or…

Chairperson Lanier: Like a…

Chair Pro Tem Miller-Anderson: …something.

Chairperson Lanier: …wed'… Yeah.

A wedding.

Mayor Lawson: Right.

Madam Chair?

Chairperson Lanier: Yes.

Mayor Lawson: I have a question in regards to distinguishing municipal programs…

I guess I'm.., I'm still not clear. So, but, if we distinguish municipal program, I'm sure when it comes back we can talk more about it. But, there's an event that's coming up. Did we have direction for, I think, Old School Reunion?

That event was discussed at the budget workshop in Octo'.., I'm sorry, September, when we finalized the budget.

And, I don't think that they've gotten clear direction or final direction as to how they're gonna proceed with partnership, sponsorship, or anything. And, I know we had these talks at our budget meetings.

Where are we going with that, Ms. Franks?

Special Events Manager Franks-Edwards: Well, tonight, I was hoping that we'll have some clear direction.

Mayor Lawson: We gave…

Special Events Manager Franks-Edwards: As far as…

Because, they're ask originally was a hundred and eighteen thousand. And, they did provide a detailed sponsorship. We did also request some documentation as far as financial documents to make sure that…

So, he did submit some of the items.

Mayor Lawson: Mhmm.

Special Events Manager Franks-Edwards: But, right now, it's a contingent. That's a hundred and eighteen thousand. So, he did revise the proposal to request the use of the new City stage, the fencing, and the venue for the CRA.

Mayor Lawson: And then.., and then also, for that type of event, large scale, we wanna look at revenue sharings for future because that was something that was discussed tonight, but

maybe future, we could talk about partnerships in conjunction with, or hosted by the City of Riviera Beach.

But, even with that sponsorship, I.., I think that, what's a timeline gonna be as to when it's gonna be presented or brought back to the Board? 'Cause these organizers, that's bringing something to the City, whether we're partnering with them or they're actually just sponsoring the venue, they need to know well in advance. 'Cause I think the event is next weekend and we still haven't made clear direction.

So, you're asking for direction tonight but we can't vote on anything. So, what is.., what is it that we're gonna do?

Special Events Manager Franks-Edwards: All sponsorship requests comes before the City Council.

So, I think it was not only that. I think we had four more that also are…

Mayor Lawson: Yeah.

We have.., we have a lot of events.

Special Events Manager Franks-Edwards: Mhmm.

Mayor Lawson: But, this one is, I think, the…

Well, I don't know what's the most pressing 'cause I don't know what the other ones are. But, I don't think we're gonna have another meeting between now and the event they're hosting.

Special Events Manager Franks-Edwards: Mhmm.

Mayor Lawson: So, essentially, we.., we don't have clear direction for, Ms. Franks, even after tonight, we don't have clear direction for Old School, and we haven't finalized.

And, I think moving forward, any of those large scale events, needs to be included in the budget. I think that's what we talked about, and that's why they came with that amount 'cause I

remember the workshop, we sat in the EOC and we allocated $120,000 to go towards partnering with them.

But, being a week out, we still need clarity. And, I think we're still in that grey area right now. And those are organizers, plus the other four or five other events that are in limbo.

Special Events Manager Frank-Edwards: I don't think the proposal addressed revenue sharing at all.

Mayor Lawson: Mhmm.

Special Events Manager Frank-Edwards: I think…

Mayor Lawson: No, no.

That's gonna be for later.

Special Events Manager Frank-Edwards: …it was more in-kind services.

Mayor Lawson: Well, we haven't…

Special Events Manager Frank-Edwards: So, it wasn't...

Mayor Lawson: We don't have a policy for…

Special Events Manager Frank-Edwards: Yes.

Mayor Lawson: …revenue sharing.

So, if we…

Special Events Manager Frank-Edwards: [Inaudible].

Mayor Lawson: …don't have a policy for it…

Special Events Manager Frank-Edwards: Yeah.

Mayor Lawson: …that was what we gave direction back in October or September.., August, to talk about revenue sharing partnership's needs.

But now, we're.., we're a week out. So, being a week out and they still don't have direction, it's difficult. And then, that's the.., the.., the.., the issue we have with partnering with these organizations.

So, giving you clarity from the Board but then also understanding what's the timeline to bring it back to us?

Chairperson Lanier: Alright.

Councilperson Davis Panier: Madam Chair?

Chairperson Lanier: I., I.., I…

I say that, you know, whatever it is, there needs to be [stammer] revenue sharing. Regardless.

Chair Pro Tem Miller-Anderson: I mean, that.., that'll be going forward.

We can't do anything about anything right now. We don't have a policy. We gotta create the policy for it.

City Manager Evans: [Stammer]…

Chairperson Lanier: Create the policy right now.

Chair Pro Tem Miller-Anderson: Yeah.

City Manager Evans: [Stammer]…

Chair Pro Tem Miller-Anderson: No.

We can't do that now. [Chuckle].

City Manager Evans: Ma'.., Madam Chair, if I.., if I.., if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: Obviously, in a.., in a workshop, you., you can't vote.

However, you can provide, you know, legislative intent as it relates to, 'I want Staff to work and do this,' and then we can come back and codify anything. So, you can provide direction to me that I would feel comfortable with. And then, as.., as the Administrator, I can do and facilitate whatever the.., the pleasure of the Board is, and then look to affirm the.., the.., what the City did do, if anything, as part of the.., your.., your subsequent Agenda.

Mayor Lawson: Madam Chair?

[Inaudible comment]

Mayor Lawson: Has.., have they presented.., have we.., do we have that information on what was presented by…

City Manager Evans: Ma'…

Mayor Lawson: …the organizers? For that event?

City Manager Evans: Madam Chair?

This is the… I.., I think we just heard about the modification to the request maybe a couple days ago?

Special Events Manager Frank-Edwards: Yes.

We received the modifications a couple days ago where there was a change into the three items.

Mayor Lawson: What was the original request?

Special Events Manager Frank-Edwards: It was… [stammer]…

Mayor Lawson: And.., and when…

Special Events Manager Frank-Edwards: [Inaudible].

Mayor Lawson: When was that received?

Because…

Special Events Manager Frank-Edwards: Yes.

Mayor Lawson: …we.., we don't have any of the information.

And, I know it hasn't come before the Board. So, even if we give…

Special Events Manager Frank-Edwards: It was…

Mayor Lawson: …an intent…

Special Events Manager Frank-Edwards: Mhmm.

Mayor Lawson: …I don't think the Board can give intent to support without knowing any details, 'cause that modification, what is.., what is the amount? What is it gonna cover? What's the timeline? So…

Special Events Manager Frank-Edwards: The Special Events office did submit it but, because the workshop was coming up, the items were pulled, along with four others.

So, we were.., I was looking for direction. So, that's why.

Mayor Lawson: I remember it was pulled 'cause we were supposed to talk about this about a month ago.

So, we're a week out and there's been no…

Councilperson Guyton: Okay.

Mayor Lawson: …[inaudible].

Councilperson Guyton: Let's.., let's try to decide how we're gonna move forward now.

Mayor Lawson: So, what is the intent of the Board for Staff in regards to the upcoming four or five events that Ms. Franks…

Councilperson Guyton: I support the events coming up.

Five. I know…

Mayor Lawson: There's five events.

And, what's the cost for each event?

Councilperson Guyton: Old School.

Mayor Lawson: Old School but…

Councilperson Guyton: I don't know about the other events.

City Manager Evans: Madam Chair, if I may?

Chairperson Lanier: Yes.

Go ahead.

City Manager Evans: Ms. Edwards, the.., what the request is now is just for the stage, the fencing, and…

Special Events Manager Frank-Edwards: The venue.

City Manager Evans: The venue.

Special Events Manager Frank-Edwards: Mr. Merzius will have to…

City Manager Evans: Right.

Special Events Manager Frank-Edwards: …approve that.

City Manager Evans: So, there's no.., there's no monetary request that was…

Special Events Manager Frank-Edwards: A in-kind.

City Manager Evans: …the previous request was largely, I think, monetary…

Special Events Manager Frank-Edwards: Yes.

City Manager Evans: …heavy.

Where…

Special Events Manager Frank-Edwards: Yes.

City Manager Evans: …this is just the venue, the fencing, and.., and the stage.

Councilperson Davis Panier: Madam Chair?

Councilperson Guyton: I'll support it.

Councilperson Davis Panier: And they will provide.., yeah.

And they provide their own security and all of the other stuff.

So yes. And, what.., what did we do in the past for this event?

Special Events Manager Frank-Edwards: I think the CRA sponsored the venue.

Councilperson Davis Panier: Okay.

Chairperson Lanier: It was the same thing.

[Inaudible comment]

Chairperson Lanier: The venue, the…

Councilperson Davis Panier: Mhmm.

Chairperson Lanier: …fencing and…

Councilperson Davis Panier: Okay.

Chairperson Lanier: …the… Yeah.

Councilperson Davis Panier: Okay.

Is there any other event? 'Cause you said four more. Are there any other ones that need, like, attention…

City Manager Evans: Ma'…

Councilperson Davis Panier: …immediately?

Because, if so, we…

Special Events Manager Frank-Edwards: The other ones...

City Manager Evans: Madam…

[Inaudible comment]

City Manager Evans: I.., I think we would.., we would convene a meeting with the Board before these other events would come…

Chair Pro Tem Miller-Anderson: Okay.

Councilperson Davis Panier: Okay.

City Manager Evans: …before you.

I think this is the only one…

Councilperson Davis Panier: This is the main one?

City Manager Evans: …between… Yes.

Councilperson Davis Panier: Okay.

Chairperson Lanier: Yeah.

Councilperson Davis Panier: So, do we give him direction?

Chairperson Lanier: Yeah.

City Manager Evans: So, I., I believe I have enough legislative intent from the Board to proceed forward with assisting with the stage, the venue, and the fencing for…

Chairperson Lanier: Yes.

City Manager Evans: …for the event.

[Inaudible comment]

Chairperson Lanier: Alright.

Very good.

So, Ms. Franks, are you.., we good with the rest of this?

Alright. Very good.

Any other questions from the Board?

City Manager Evans: Madam Chair, we're gonna go ahead and watch this again.

Chairperson Lanier: Watch what?

City Manager Evans: And try to…

The meeting.

[Chuckles]

City Manager Evans: The Staff.

Chair Pro Tem Miller-Anderson: They're gonna review the meeting. Not us. We're not gonna watch it.

[Inaudible comments and chuckles]

City Manager Evans: Staff. And.., and we'll.., we'll.., we'll extract what we believe…

And, if anything, I'll work with the.., with Ms. Edwards to send out, maybe even a questionnaire to get some clarity. I am also gonna do that with the Item that we couldn't discuss today.

Chairperson Lanier: Yes.

City Manager Evans: I'm gonna send you a questionnaire, and then I can facilitate individual meetings with you if you have any questions on that.

But then, I will bring a draft back for you to look at based on what your input is on the.., on the questionnaire.

Councilperson Davis Panier: Madam Chair?

Can I ask one more question?

Chairperson Lanier: Yes, ma'am.

Councilperson Davis Panier: Were you finished? I'm sorry. Okay.

City Manager Evans: Yes. Yes.

Councilperson Davis Panier: Mayor Lawson…

Mayor Lawson: Yes.

Councilperson Davis Panier: With regarding the Divine Nine Picnic, is that…

Mayor Lawson: Yes.

Councilperson Davis Panier: …one of the four that's already been submitted?

Mayor Lawson: Yeah.

They submitted a special events… Divine… The Greek Picnic.

Councilperson Davis Panier: The Greek Picnic?

Special Events Manager Frank-Edwards: They submitted their proposal last night.

Councilperson Davis Panier: Okay.

Special Events Manager Frank-Edwards: So that's why…

Councilperson Davis Panier: And we're in.., and.., and we're within the…

Mayor Lawson: Yeah.

Councilperson Davis Panier: …timeframe…

Chairperson Lanier: That's not until June though.

Councilperson Davis Panier: Right.

But I'm just saying…

Special Events Manager Frank-Edwards: I think it's in June.

Councilperson Davis Panier: Right. Yes.

Mayor Lawson: Yeah.

They submitted a special... So, we've got…

Councilperson Davis Panier: Okay.

Mayor Lawson: …time on that.

Councilperson Davis Panier: Very good.

[Inaudible comments]

Mayor Lawson: That's not 'til June.

They moved it from April because of the discussion…

Councilperson Davis Panier: Right.

That's what I was saying.

Mayor Lawson: …to June.

Councilperson Davis Panier: Perfect.

Mayor Lawson: So, they have…

Councilperson Davis Panier: Okay.

Mayor Lawson: …plenty of time for the…

Special Events Manager Frank-Edwards: Yes.

Mayor Lawson: …Greek Picnic.

Councilperson Davis Panier: Okay.

Special Events Manager Frank-Edwards: And that'll be at the municipal beach, I think they're proposing.

Mayor Lawson: Yes.

Chairperson Lanier: Alright.

Very good. Ms. Jacobs.

Special Events Manager Frank-Edwards: Thank you.

Assistant City Mnager Jacobs: I did wanna bring to your attention.

You were talking about us going out and seeking sponsorships. No one knows but Staff, we went out for Family Fright Night. The City didn't pay for all of that. We actually had sponsors.

Chairperson Lanier: I remember. Lowe's...

Assistant City Mnager Jacobs: And also, for the MLK Parade, when we bring down the bands, we go out and we get lots of monies.

So, the City does seek sponsorships. It's just quietly done.

Chair Pro Tem Miller-Anderson: Madam Chair?

I mean, that would be helpful for us to kinda know that you all have that support and the.., and what.., how much you're getting and, you know, so that we know. 'Cause, far as I'm concerned, it seemed like we paid for it.

Councilperson Davis Panier: Mhmm.

Chair Pro Tem Miller-Anderson: You know?

We wouldn't know that otherwise 'cause we don't get the breakdown.

Chairperson Lanier: Right. Right.

Alright. Very good.

So, we're on the same page?

Mayor Lawson: Madam Chair?

The…

Chairperson Lanier: Your mic.

Mayor Lawson: …policy.

I wanna make sure that they.., between now and the budget cycle, 'cause I know we wanna do revenue sharing but we can definitely create a policy and match something similar to what Miami Gardens does.

I've spoke with the Commissioners, and also special events department. They have a great policy down there. So, that's a good one, where we can do a similar event, where we can attract and bring in dollars, sponsor dollars, and partner with them to generate large scale money. [Inaudible comment]

Mayor Lawson: Organizers will do it, especially if we're gonna support them in regards to costs. So…

Thank you, Madam Chair.

Special Events Manager Franks-Edwards: Also, Mayor, I've had some meetings scheduled. So.., to get more in depth with the partnership and revenue sharing. So.

Mayor Lawson: Thank you, ma'am.

Special Events Manager Franks-Edwards: …that'll give [inaudible].

Chairperson Lanier: Very good.

Thank you.

Any other questions?

Special Events Manager Franks-Edwards: Thank you guys.

Chairperson Lanier: Thank you guys for your presentation. We really…

Special Events Manager Franks-Edwards: Thank you.

Chairperson Lanier: …appreciate it.

3. <u>ITEM NO. 3</u>

<u>COMMENTS AND DISCUSSIONS</u>

Chairperson Lanier: Mr. Evans, make one announcement about our meeting coming up?

City Manager Evans: Yes, Madam Chair.

In observance of the.., the Passover holiday, we are not gonna convene our normal meeting on April 1st. And so, what we will do is, we will move our meetings.., we will have our April 15th meeting and then we will take the meeting that is scheduled on the 9th and move that to the 13th. That is the [stammer] meeting associated with the Mayor's report.

Chairperson Lanier: Right.

Chairperson Lanier: So, to observe Passover.

It starts on sundown on the 1st, April 1st. And then, sundown, I believe, April 9th. So, we are gonna recognize the.., the Passover holiday and not convene any meetings of the Council until the 13th, and then the 15th.

Chairperson Lanier: Alright.

Very good.

4. ITEM NO. 14

ADJOURNMENT

Chairperson Lanier: This meeting is adjourned.

[Gavel]

[End Of video]

City Employees, Public Comment Speakers and Others

Parks & Recreation Director Kacy Young.....Parks & Recreation Director Young

Library Director Adam Brody .....Library Director Brody

Development Services Director Clarence Sirmons.....Development Services Director Sirmons

Assistant City Manager Deirdre Jacobs.....Assistant City Manager Jacobs

The Ryles Firm – Richard Ryles, Esq.....Mr. R. Ryles

Special Events Manager Aladia Franks-Edwards.....Special Events Manager Franks—Edwards

Major Scott Privitera.....Major Privitera

Assistant Fire Chief Keth Golden.....Assistant Fire Chief Golden

City of Riviera Beach

To: Honorable Mayor, Chairperson and City Councilmembers

From: Bernard Buxton-Tetteh, Public Works Director

Through: William E. Wilkins, Interim City Manager

Subject: **Resolution Number 61-26: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing an Interlocal Agreement between the City of Riviera Beach and Palm Beach County, for certain traffic control authority by Palm Beach County within the jurisdictional boundaries of the City of Riviera Beach; and providing for an effective date**

Date: June 03, 2026

CC: General Public

Background:

In January, 1978, the City of Riviera Beach entered into a Traffic Control Agreement with Palm Beach County under Interlocal Agreement Number R-78-79 whereby the City transferred certain traffic control functions and duties to the County over certain roads and signalized intersections within the jurisdictional boundaries of the City of Riviera Beach.

There has since been additional traffic control locations and devices installed on county and city roadways. City and County staff have discussed and agreed on the terms of a new agreement to replace the existing agreement.

Under the renewed agreement, the City agrees to transfer, and the County accepts the transfer of, traffic control authority over all County maintained throughfares with the City's municipal boundaries previously approved by the County Engineer.

The City also agrees to transfer, and the County accepts the transfer of, traffic control

authority over existing traffic signals together with related traffic signs and pavement markings located on City maintained roadways. These traffic signals are listed in Exhibit A of the agreement. The City will be responsible for all costs related to modifications, upgrade and/or replacement of the existing devices.

In 2024, the City installed Emergency Vehicle Pre-emption Signal Equipment (EVP Signal Equipment) within traffic signal cabinets at intersection within the City. The EVP Signal Equipment is a system that enhances emergency response times by providing green times at intersection to authorized vehicles such as fire trucks and other emergency vehicles which are equipped with devices that communicate with the EVP Signal Equipment.

The County also agrees to maintain existing EVP Signal Equipment located at traffic signal locations throughout City. The locations of EVP Signal Equipment are listed in Exhibit B of the agreement. The City will be responsible for all costs related to modifications, upgrade and/or replacement of all EVP Signal Equipment.

City Goals:

The Citywide Goal is to facilitate Operational Excellence.

Fiscal/Budget Impact:

There is no immediate fiscal impact to the City as part of this agreement.

Recommendation:

Staff recommends a Motion for the City Council to approve Resolution Number 61-26.

Attachments:

1. Resolution_Number_61-26_Traffic Control Authority.docx
2. Interlocal Agreement with Palm Beach County for Traffic Control Authority.docx

RESOLUTION NO. 61-26

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing an Interlocal Agreement between the City of Riviera Beach and Palm Beach County, for certain traffic control authority by Palm Beach County within the jurisdictional boundaries of the City of Riviera Beach; and providing for an effective date.

Whereas, the City of Riviera Beach ("City") and Palm Beach County, ("County"), previously executed a Traffic Control Agreement whereby the City transferred certain traffic control functions and duties to the County over certain roads and signalized intersections within the jurisdictional boundaries of the City of Riviera Beach; and

Whereas, City and County desire to renew the Traffic Control Agreement for certain traffic control authority over certain roads and signalized intersections within the jurisdictional boundaries of the City of Riviera Beach; and

Whereas, the City agrees to transfer, and the County agrees to accept authority over all County maintained throughfares within the City's municipal boundaries; and

Whereas, the City agrees to transfer, and the County agrees to accept certain maintenance and operations responsibilities over certain existing traffic control devices, including EVP Signal Equipment and certain new traffic signals on City maintained road rights-of-way; and

Whereas, The City agrees to be responsible for all costs incurred by the County related to any modification, upgrade, and/or replacement of existing devices; and

Whereas, the City and County believe the public interest will be best served by the parties entering into this agreement.

Now, therefore, be it resolved by the City Council of the City of Riviera Beach, Palm Beach County, Florida as follows:

Section 1. The City Council hereby authorizes the execution of an Interlocal Agreement between the City of Riviera Beach and Palm Beach County, for certain traffic control authority by Palm Beach County within the jurisdictional boundaries of the City of Riviera Beach.

Section 2. That the Mayor and City Clerk are hereby authorized and directed to execute and attest, respectively, that certain Interlocal Agreement between the City of Riviera Beach and Palm Beach County, for certain traffic control authority by Palm Beach County within the jurisdictional boundaries of the City of Riviera Beach.

Section 3. This resolution shall be effective immediately upon its adoption.

PASSED AND ADOPTED on this_____ day of _____2026.

APPROVED:

_____

DOUGLAS LAWSON
MAYOR

ATTEST:

_____

Debrah Hall

City Clerk

MOTIONED BY: _____

SECONDED BY: _____

B. GUYTON: _____

K. MILLER-ANDERSON: _____

S. LANIER: _____

G. SPIRITIS: _____

F. DAVIS-PANIER: _____

REVIEWED AS TO LEGAL SUFFICIENCY

_____
DAWN S. WYNN, CITY ATTORNEY

DATE: _____

INTERLOCAL AGREEMENT BETWEEN PALM BEACH COUNTY AND THE CITY OF RIVIERA BEACH PROVIDING FOR CERTAIN TRAFFIC CONTROL AUTHORITY WITHIN THE CITY OF RIVIERA BEACH BY PALM BEACH COUNTY.

THIS INTERLOCAL AGREEMENT (AGREEMENT) is made and entered into this _____day of _____, 202___, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (COUNTY) and the City of Riviera Beach, a municipal corporation of the State of Florida (CITY) (individually Party or collectively Parties).

WITNESSETH:

WHEREAS, the COUNTY and the CITY are authorized to enter into this AGREEMENT pursuant to Section 163.01, Florida Statutes, as amended, which permits local governmental units to make the most efficient use of their powers by enabling them to cooperate on a basis of mutual advantage; and

WHEREAS, Section 316.006(2)(a), Florida Statutes, as amended, vests municipalities with traffic control jurisdiction over all streets and highways located within their boundaries, except state roads; and

WHEREAS, Section 316.006(2)(c), Florida Statutes, as amended, provides that the CITY may, by interlocal agreement with the COUNTY, agree to transfer traffic regulatory authority (AUTHORITY) over areas within the CITY to the COUNTY as described herein; and

WHEREAS, on January 24th, 1978, the COUNTY and the CITY entered into an interlocal agreement (R-78-79) (TRAFFIC CONTROL AGREEMENT) wherein the CITY transferred certain traffic control functions and duties to the COUNTY over certain roads and signalized intersections; and

WHEREAS, the Palm Beach County Comprehensive Plan Thoroughfare Right of Way Identification Map, as may be amended, depicts a network of roadways required to meet future traffic demands, with some roadways maintained by the State or the COUNTY, and some by municipalities (collectively, THOROUGHFARES); and

WHEREAS, the COUNTY maintained roadways are depicted in the Palm Beach County

Road Atlas, as may be amended; and

WHEREAS, the CITY agrees to transfer, and the COUNTY agrees to accept AUTHORITY over all COUNTY maintained THOROUGHFARES within the CITY's municipal boundaries; and

WHEREAS, the CITY agrees to transfer, and the COUNTY agrees to accept certain maintenance and operations responsibilities over certain existing traffic control devices and certain new traffic signals on CITY maintained road rights-of-way; and

WHEREAS, emergency vehicle pre-emption (EVP) is a system that enhances emergency response times by upgrading and using signalized intersections that are equipped with EVP hardware and software, including but not limited to a field monitoring unit, antenna, and detector card (collectively, EVP SIGNAL EQUIPMENT); and

WHEREAS, only emergency vehicles equipped with devices that communicate with the EVP SIGNAL EQUIPMENT via a wireless communication network (collectively, EVP VEHICLE EQUIPMENT) can activate the EVP; and

WHEREAS, in 2024, the CITY installed EVP SIGNAL EQUIPMENT within traffic signal cabinets at the locations listed in **Exhibit B** (EXISTING EVP SIGNAL EQUIPMENT); and

WHEREAS, the COUNTY agrees to maintain certain EVP SIGNAL EQUIPMENT, including EXISTING EVP SIGNAL EQUIPMENT; and

WHEREAS, the CITY agrees to be responsible for all EVP SIGNAL EQUIPMENT costs; and

WHEREAS, the CITY agrees to maintain and remain responsible for all other costs related to the EVP, including but not limited to EVP VEHICLE EQUIPMENT and wireless communications; and

WHEREAS, the CITY and COUNTY believe the public interest will be best served by the Parties entering into this AGREEMENT.

NOW, THEREFORE, in consideration of the mutual obligations and undertakings, the Parties do hereby covenant, and decree as follows:

The above recitations are true and correct and incorporated herein.

Section 1. Purpose

The purpose of this AGREEMENT is to:

a. Repeal and replace the TRAFFIC CONTROL AGREEMENT; and
b. Provide the COUNTY with AUTHORITY over all COUNTY maintained THOROUGHFARES within the CITY municipal boundaries; and
c. Memorialize CITY and COUNTY roles and responsibilities for EVP SIGNAL EQUIPMENT, EXISTING EVP SIGNAL EQUIPMENT and EVP VEHICLE EQUIPMENT; and
d. Provide the COUNTY with certain maintenance and operations responsibilities over certain traffic signals on CITY maintained roads.

Section 2. Repeal of TRAFFIC CONTROL AGREEMENT (R-78-79)

The TRAFFIC CONTROL AGREEMENT is hereby repealed in its entirety and replaced by this AGREEMENT.

Section 3. COUNTY AUTHORITY and Responsibilities

a. COUNTY Maintained THOROUGHFARES
    i. Subject to the limitation in this Section 3, the CITY agrees to transfer, and the COUNTY agrees to accept, AUTHORITY over all COUNTY maintained THOROUGHFARES within the CITY's municipal boundaries. To the extent that the CITY annexes a right-of-way within the limits of a COUNTY maintained THOROUGHFARES, such annexed right-of-way shall be included in this AGREEMENT. However, on COUNTY maintained THOROUGHFARES, the COUNTY does not accept any maintenance responsibility for any traffic control device, such as pavement markings, signs, and traffic signals, that was not approved by the County Engineer (UNWARRANTED DEVICES). UNWARRANTED DEVICES may be removed by the COUNTY.
    ii. Subject to the limitations in this Section 3, pursuant to its AUTHORITY over COUNTY maintained THOROUGHFARES, the COUNTY may place and maintain such traffic control devices which conform to the Manual on Uniform Traffic Control Devices (MUTCD) and specifications of the Florida Department of Transportation, as COUNTY shall deem necessary to indicate and carry out the provisions of Chapter 316, Florida Statutes, or to regulate, warn, or guide traffic.
b. CITY Maintained Roads
    i. The CITY agrees to transfer, and the COUNTY agrees to accept, AUTHORITY

over the existing traffic signals listed in **Exhibit A**, and the related traffic signs and pavement markings (collectively, EXISTING DEVICES), all of which are located on CITY maintained roads. The CITY agrees to be responsible for all costs incurred by the COUNTY related to any modification, upgrade, and/or replacement of EXISTING DEVICES, regardless of cause, provided that the estimated cost and scope of any such modification, upgrade, and/or replacement is submitted to and approved by the CITY in advance of such work. Payments are to be made by the CITY within sixty (60) days from the date of the COUNTY invoice.

ii. The CITY agrees to transfer, and the COUNTY agrees to accept and perform, certain functions and duties on CITY maintained roads, as follows:

a. Maintain and operate traffic signals at signalized intersections including related traffic signs and pavement markings (collectively TRAFFIC CONTROL DEVICE(S)), only if the TRAFFIC CONTROL DEVICE is warranted according to the MUTCD, as determined by the County Engineer, and as may be installed after the Effective Date. Such warranted TRAFFIC CONTROL DEVICES shall be considered included in this AGREEMENT.

b. Maintain school zone signs, markers, traffic control devices and pedestrian control devices installed after the Effective Date, only if the school zone is established according to Section 316.1895, Florida Statutes, as determined by the County Engineer (collectively SCHOOL ZONE DEVICE(S)). The CITY agrees to be responsible for any and all costs related to the design and installation of any SCHOOL ZONE DEVICE to be installed after the Effective Date, and for all costs incurred by the COUNTY related to any modification, upgrade, and/or replacement of any SCHOOL ZONE DEVICE, regardless of cause, provided that the estimated cost and scope of any such modification, upgrade, and/or replacement is submitted to and approved by the CITY in advance of such work. The CITY agrees to be responsible for SCHOOL ZONE DEVICE wireless communication service costs.

c. EVP

i. The COUNTY agrees to maintain the EXISTING EVP SIGNAL EQUIPMENT and EVP SIGNAL EQUIPMENT as may be installed after the Effective Date, as approved by the County Engineer (collectively, PRE-EMPTION SIGNAL EQUIPMENT).

ii. The CITY agrees to be responsible for any and all costs related to the design and installation of any PRE-EMPTION SIGNAL EQUIPMENT and for all costs incurred by the COUNTY related to any modification, upgrade and/or replacement of any PRE-EMPTION SIGNAL EQUIPMENT, regardless of cause.

iii. Except as provided in section 3.c.i., the CITY shall be fully responsible for all work and costs related to the EVP, including but not limited to all costs associated with repair and replacement of signal cabinet or equipment damage caused by PRE-EMPTION SIGNAL EQUIPMENT or wireless communication devices and services used for EVP.

iv. Payments are to be made by the CITY within sixty (60) days from the date of the COUNTY invoice.

d. The Parties understand and agree that all rights and powers, as may be vested in the CITY pursuant to Chapter 316, Florida Statutes, and any other law, ordinance, or City Charter provision, that are not specifically transferred to the COUNTY under this AGREEMENT, shall be retained by the CITY. The Parties further understand and agree that the CITY is not transferring any of its traffic enforcement functions, rights, or duties, including with regard to installation, maintenance, or operation of any speed detection system, by the execution of this AGREEMENT, and the CITY shall fully retain such traffic enforcement functions, rights, and duties, together with all rights of enforcement of CITY traffic ordinances or State traffic laws.

Section 4. CITY Intersections

a. At the intersections of only CITY maintained roads or intersections of CITY maintained roads with privately maintained roads, the CITY agrees to be responsible for any and all costs related to the design and installation of any TRAFFIC CONTROL DEVICE to be installed after the Effective Date, and for all costs incurred by the COUNTY related to any modification, upgrade, and/or replacement of any TRAFFIC CONTROL DEVICE, regardless of cause, provided that the estimated cost and scope of any such modification, upgrade, and/or replacement is submitted to and approved by the CITY in advance of such work.

b. At the intersections of CITY and COUNTY maintained roads, the CITY and COUNTY shall equally share all costs related to the design and installation of any TRAFFIC CONTROL DEVICE to be installed after the Effective Date, and shall equally share the costs incurred by

the COUNTY related to any modification, upgrade, or replacement of any TRAFFIC CONTROL DEVICE incurred after the Effective Date, regardless of cause, provided that the estimated cost and scope of any such modification, upgrade, and/or replacement is submitted to and approved by the CITY in advance of such work.

c. Payments are to be made by the CITY within sixty (60) days from the date of the COUNTY invoice.

Section 5. Transfer of Ownership of Traffic Control Devices

a. With the exception of UNWARRANTED DEVICES installed prior to the Effective Date the CITY hereby transfers ownership to the COUNTY of all traffic control devices, if any, installed within and owned by the CITY on COUNTY maintained THOROUGHFARES, the EXISTING DEVICES pursuant to Section 3.b.i above, and the TRAFFIC CONTROL DEVICES which are included in this AGREEMENT under Section 3.b.ii.a above.
b. Ownership of UNWARRANTED DEVICES installed prior to the Effective Date remains with the CITY.

Section 6. Termination

This AGREEMENT may be cancelled by COUNTY or CITY upon formal written notice given at least ninety (90) days prior to the next succeeding October 1st and said October 1st shall be the effective date of such cancellation.

a. Upon termination and at the discretion of the COUNTY, traffic control devices on COUNTY maintained THOROUGHFARES may be (1) purchased by the CITY or (2) removed by the COUNTY at the CITY's expense.
b. If the CITY desires to purchase COUNTY's traffic control devices, CITY shall pay the COUNTY for the COUNTY's original incurred cost thereof, as determined by the County Engineer, including installation charges, minus a depreciation factor of one-tenth (1/10) of the original cost per year to be deducted from such cost. In no event, however, shall the payment be less than thirty percent (30%) of the COUNTY's original cost of installation. The CITY is to submit the purchase payment within sixty (60) days from the date of termination. If the CITY does not desire to purchase the COUNTY's traffic control devices, the COUNTY shall remove the traffic control devices and the CITY shall pay the COUNTY for all actual costs to

remove the traffic control devices, within sixty (60) days from the date of the COUNTY invoice.

c. Upon termination, TRAFFIC CONTROL DEVICES owned prior to the Effective Date of this AGREEMENT by the CITY, if any, and TRAFFIC CONTROL DEVICES at the intersections of CITY maintained roads shall become CITY property and subject to CITY ownership and control thereafter.

Section 7. Effective Date

This AGREEMENT shall take effect upon execution by the Parties.

Section 8. Filing

Upon execution by both Parties, a certified copy of this AGREEMENT shall be filed with the Clerk of Circuit Court in and for the COUNTY.

Section 9. Severability

In the event any section, paragraph, sentence, clause, or provision hereof is held by a court of competent jurisdiction to be inoperative, void, or otherwise invalid, such holding shall not affect the remaining portions of this AGREEMENT, and the same shall remain in full force and effect.

Section 10. Insurance

Without waiving the right to sovereign immunity as provided by section 768.28, Florida Statutes, CITY and COUNTY represent that each is a political sub-division of the state subject to the limitations of Florida Statutes section 768.28 as amended. CITY and COUNTY each agree to maintain fiscally sound and prudent insurance programs with regard to their respective obligations under this AGREEMENT.

Should either CITY and/or COUNTY contract with a third-party to perform any service related to the AGREEMENT, CITY and/or COUNTY shall require the third-party to provide the following minimum insurance:

- Commercial General Liability insurance with minimum limits of $2,000,000 combined single limit for property damage and bodily injury per occurrence. Such policy shall be endorsed to include CITY and COUNTY as Additional Insureds.

Section 11. Indemnification

The CITY shall protect, defend, reimburse, indemnify and hold the COUNTY, its agents, employees and elected officers, and each of them free and harmless at all times from and against any and all claims, liability, expense, loss, cost, damages or causes of action of every kind or character, including attorney's fees and costs, whether at trial or appellate levels or otherwise, arising during and as a result of their performance of the terms of this AGREEMENT or due to the acts or omissions of the CITY. The CITY's aforesaid indemnity and hold harmless agreement shall apply to the fullest extent permitted by law but in no event shall it apply to liability caused by the negligence or willful misconduct of the COUNTY, its respective agents, servants, employees or officers, nor shall the liability limits set forth in Florida Statutes section 768.28 be waived. The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Florida Statutes, Section 768.28, regardless of the nature or basis of the claim asserted.

Section 12. Notices

All notices or inquiries required or allowed by this AGREEMENT shall be delivered in person or mailed by Certified Mail, Return Receipt Requested, with sufficient postage affixed, to the Party to whom such notice is to be given. Notices are to be sent to the following locations:

As to the activities of COUNTY and the CITY:

COUNTY:	Palm Beach County Engineering and Public Works Department Attn: Motasem A. Al-Turk, Ph.D., P.E., Traffic Division Director P.O. Box 21229 West Palm Beach, FL 33416-1229
With a copy to:	Palm Beach County Attorney's Office Attn: Yelizaveta B. Herman, Assistant County Attorney P.O. Box 1989 West Palm Beach, FL 33416-1229
CITY:	City of Riviera Beach, Public Works & Engineering Department Attn: Terrence Bailey, P.E. City Engineer

1481 W. 15th St
Riviera Beach, FL 33404

With a copy to: City of Riviera Beach Attorney's Office
Attn: Dawn S. Wynn
City Attorney
1481 W. 15th St
Riviera Beach, FL 33404

Section 13. Legal Fees

Any costs or expenses including reasonable attorney's fees associated with the enforcement of the terms or conditions of this AGREEMENT shall be borne by the respective Parties.

Section 14. Venue

This AGREEMENT shall be governed by and in accordance with the laws of the State of Florida. Venue for any and all legal actions necessary to enforce this AGREEMENT shall be held in Palm Beach County. No remedy herein conferred upon any Party is intended to be exclusive of any other remedy and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity by statute or otherwise. No single or partial exercise by any Party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.

Section 15. Records

The COUNTY and CITY shall maintain books, records and documents to justify all charges, expenses and costs incurred under this AGREEMENT for at least five (5) years after completion or termination of this AGREEMENT.

Section 16. Non-Discrimination

The Parties agree that no person shall be excluded on the grounds of race, color, sex, age, national origin, disability, religion, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information from the benefits of or be

subjected to any form of discrimination under any activity carried out by the performance of this AGREEMENT, as provided in R2017-1770, as amended.

Section 17. Contractual Relationship

The CITY is, and shall be, in the performance of all work, services and activities under this AGREEMENT, an independent contractor and not an employee, agent or servant of the COUNTY. All persons engaged in any of the work or services performed pursuant to the AGREEMENT shall at all times in all places be subject to the CITY's sole direction, supervision, and control. The CITY shall exercise control over the means and manner in which its employees, agents or contractors perform the work in all respects. The CITY's relationship and the relationship of its employees, agents or contractors to the COUNTY shall be that of an independent contractor and not as employees or agents of the COUNTY.

The CITY does not have the power or authority to bind the COUNTY in any promise, agreement, nor representation.

Section 18. Legal Compliance

The Each Parties shall abide by all applicable federal, state and local laws, orders, rules and regulations when performing under this AGREEMENT. The Parties further agree to include this provision in all contracts issued as a result of this AGREEMENT.

Section 19. Convicted Vendor List

As provided in Section 287.132-133, Florida Statutes, as may be amended from time to time, by entering into this AGREEMENT or performing any work in furtherance hereof, each Party shall have its contractors certify that their affiliates, suppliers, subcontractors, and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within thirty-six (36) months immediately preceding the date hereof.

Section 20. Preparation of the Agreement

The preparation of this AGREEMENT has been a joint effort of the Parties, and the resulting

document shall not, solely as a matter of judicial constraint, be construed more severely against one of the Parties than the other.

Section 21. Assignment

Neither the COUNTY nor the CITY shall assign, sublet, convey or transfer its interest in this AGREEMENT without the prior written consent of the other.

Section 22. Amendment

Except as expressly permitted herein to the contrary, no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and equality of dignity herewith. Except that either Party may from time to time change the address to which notice under this AGREEMENT shall be given upon three (3) days prior written notice to the other Party.

Section 23. Inspector General

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

Section 24. Third-Party Beneficiary

No provision of this AGREEMENT is intended to, or shall be construed to, create any third-party beneficiary or to provide any rights to any person or entity not a Party to this AGREEMENT, including, but not limited to, any citizen or employees of the COUNTY and/or the CITY.

Section 25. Default/Cure

The Parties expressly covenant and agree that in the event either Party is in default of its obligations herein, the Party not in default shall provide to the Party in default, 30-day written notice to cure said default before exercising any of its rights as provided for in this AGREEMENT.

Section 26. Counterparts

This AGREEMENT, including any exhibits referenced herein, may be executed in one or more counterparts all of which shall constitute collectively but one and the same AGREEMENT. The COUNTY may execute the AGREEMENT through electronic or manual means. The CITY shall execute the AGREEMENT by manual means only, unless the COUNTY provides otherwise.

Section 27. Appropriations

COUNTY's performance and obligation to pay under this AGREEMENT is contingent upon an annual appropriation by the Board of County Commissioners. The CITY's performance and obligation to pay under this AGREEMENT is contingent upon an annual appropriation by the City Commission.

Section 28. E-VERIFY-Employment Eligibility

Each Party warrants and represents that it is in compliance with section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify System (E-Verify.gov), and uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers; and (2) has verified that all of the Party's Consultants and subconsultants performing the duties and obligations of this AGREEMENT are registered with the E-Verify System, and use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

(The remainder of this page intentionally left blank.)

IN WITNESS WHEREOF, the Parties hereto have affixed their signatures on this day and year first above written.

COUNTY:

APPROVED AS TO
TERMS AND CONDITIONS

By:_____
Motasem Al-Turk, P.E., Ph.D.
Traffic Division Director

ATTEST:

By:_____
Debrah S. Hall
City Clerk

CITY OF RIVIERA BEACH

By: _____
Douglas Lawson
Mayor

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By:_____
Dawn S. Wynn
City Attorney

EXECUTED by COUNTY this day of _____, 20___.

(COUNTY Seal)

ATTEST:

JOSEPH ABRUZZO, CLERK OF THE CIRCUIT COURT & COMPTROLLER

By:_____
Deputy Clerk

PALM BEACH COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA BY AND THROUGH ITS BOARD OF COUNTY COMMISSIONERS

By:_____
Maria G. Marino
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: ybh_____
Yelizaveta B. Herman
Assistant County Attorney

Exhibit A
EXISTING DEVICES

Intersection Number	East/West Roadway	North/South Roadway	Traffic Control Device Type
19200	29TH ST W	AVE S	SCHOOL ZONE FLASHERS
20499	20TH ST	AVE E	FLASHER ONLY
21105	PORT WEST ROAD PED WARNING FLASHER		PEDESTRIAN CROSSING SIGNAL
21125	13TH ST	AVE E	FULL SIGNAL
21083	W 13TH ST	JAKE LN	SCHOOL SIGNAL

Exhibit B
EXISTING EMERGENCY PRE-EMPTION DEVICE LOCATIONS

1	21150	W 13TH ST (fka 13TH ST) and BROADWAY/US 1
2	20410	OLD BEACON WAY / WESTROADS DR and MILITARY TR
3	20405	DYER BLVD and MILITARY TRAIL
4	20400	BEELINE HWY and MILITARY TR
5	20100	BLUE HERON BLVD and MILITARY TR
6	20110	BLUE HERON BLVD and 42ND WAY N
7	20150	BLUE HERON BLVD and I-95
8	20150	BLUE HERON BLVD and I-95
9	20175	BLUE HERON BLVD and GARDEN RD
10	20176	BLUE HERON BLVD and CONGRESS AVE
11	20226	BLUE HERON BLVD and AVE S
12	20228	BLUE HERON BLVD and AVE O
13	20230	BLUE HERON BLVD and AUSTRALIAN AVE
14	20240	BLUE HERON BLVD and PRESIDENT BARACK OBAMA HWY
15	20250	BLUE HERON BLVD and AVE H
16	20260	BLUE HERON BLVD and AVE F
17	20270	BLUE HERON BLVD and BROADWAY/US 1
18	20280	BLUE HERON BLVD and LAKESHORE DR/AVE A
19	19050	SILVER BEACH RD and CONGRESS AVE
20	19055	SILVER BEACH RD and AVENUE S
21	19100	SILVER BEACH RD and OLD DIXIE HWY
22	19175	SILVER BEACH RD and BROADWAY / US 1
23	20497	22ND ST and BROADWAY / US 1
24	20500	20TH ST and BROADWAY / US 1
25	20420	MARTIN LUTHER KING JR BLVD (SR 710) and GARDEN RD
26	20425	MARTIN LUTHER KING JR BLVD and CONGRESS AVE
27	20430	MARTIN LUTHER KING JR BLVD and AVENUE U
28	21295	MARTIN LUTHER KING JR BLVD / PORT RD and AVE O
29	21300	MARTIN LUTHER KING JR BLVD / PORT RD and AUSTRALIAN AVE
30	21350	MARTIN LUTHER KING JR BLVD / PORT RD and PRESIDENT BARACK OBAMA HWY
31	21081	W 13TH ST and CONGRESS AVE
32	21095	13TH ST and PRESIDENT BARACK OBAMA HWY
33	20290	SR A1A / OCEAN BLVD and PHIL FOSTER PARK
34	20300	SR A1A / OCEAN BLVD and LAKE DR
35	20305	SR A1A/OCEAN BLVD and PARK AVE
36	20310	SR A1A/OCEAN BLVD and OCEAN MALL

Resolution Number 66-26

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, supporting and participating in local, regional, and national relief efforts in response to the devastating impact of Hurricane Melissa on Jamaica; authorizing the distribution of the Jamaica Relief funds to the nonprofit GEM; providing for conflicts, severability, and an effective date.

Whereas, on October 28, 2025, Hurricane Melissa, a Category 5 hurricane, caused widespread destruction across multiple regions of Jamaica, including severe damage to critical infrastructure, medical facilities, and residential communities, resulting in significant displacement of the citizens of Jamaica; and

Whereas, the City of Riviera Beach has longstanding cultural, familial, and community ties to Jamaica, and many residents have family members directly affected by the storm; and

Whereas, the City of Riviera Beach, in coordination with Palm Beach County partners, has mobilized recovery and relief efforts to support impacted families, including the establishment of local information resources by Mayor Douglas Lawson to route monetary donations to the hardest-hit areas; and

Whereas, the City Council of the City of Riviera Beach wishes to formally support these relief efforts and encourage residents to contribute through verified and authorized channels; and

Whereas, monetary donations remain the most effective and efficient form of assistance, as local distribution channels and shelters are already established on the island; and

Whereas, the City Council of the City of Riviera Beach subsequently adopted Resolution Number 159-25, establishing a dedicated program to accept monetary and in-kind donations specifically for the Hurricane Melissa relief efforts; and

Whereas, Resolution Number 159-25 authorized the Chief Financial Officer to remit collected monetary donations to designated charitable organizations and agencies authorized to collect on behalf of or assist the relief efforts; and

Whereas, Global Empowerment Mission, Inc. (GEM) is an established, registered 501(c)(3) public charity dedicated to providing swift, strategic, first-responder disaster relief and long-term sustainable recovery to communities in crisis around the world; and

Whereas, GEM is actively operating on the ground executing disaster relief missions and distributing vital necessities to those impacted by the aftermath of Hurricane Melissa; and

Whereas, on November 12, 2025, a group of City volunteers traveled to GEM's headquarters and warehouse facility located in Doral, Florida, to personally assist in packing and preparing critical aid and supplies destined for Jamaica; and

Whereas, GEM has officially registered as an approved vendor with the City of Riviera Beach, demonstrating full compliance and administrative readiness to receive municipal allocations; and

Whereas, City staff and administration recommend that the collected funds be disbursed to Global Empowerment Mission, Inc. (GEM) as a trusted, vetted, and highly recommended entity capable of maximizing the direct impact of the City's donations.

Now, therefore, be it resolved by the City Council of the City of Riviera Beach, Palm Beach County, Florida, as follows:

Section 1. The City Council formally supports ongoing local, regional, and national relief efforts for communities in Jamaica affected by Hurricane Melissa.

Section 2. The City Council hereby approves the distribution and full disbursement of all accumulated monetary donations within the Hurricane Melissa Relief Fund to Global Empowerment Mission, Inc. (GEM), a registered 501(c)(3) nonprofit organization.

Section 3. The Chief Financial Officer, with the approval of the City Manager, is hereby authorized and directed to process a municipal check representing the full balance of the accumulated relief fund to Global Empowerment Mission, Inc. (GEM) to support ongoing hurricane recovery operations in Jamaica.

Section 4. If any section, subsection, sentence, clause, or provision of this resolution is held invalid, the remainder shall not be affected.

Section 5. This Resolution shall take effect immediately upon its passage and adoption.

Passed and Adopted this _____ day of June, 2026.

[The Remainder of this page is blank. Signatures on the following page.]

APPROVED:

_____

Douglas Lawson
Mayor

ATTEST:

_____

Debrah Hall
Acting City Clerk
Master Municipal Clerk

MOTIONED BY: _____

SECONDED BY: _____

B. GUYTON: ___

K. MILLER-ANDERSON: ___

S. LANIER: ___

G. SPIRITIS: ___

F. DAVIS-PANIER: ___

REVIEWED AS TO LEGAL SUFFICIENCY

_____
Dawn S. Wynn, City Attorney
DATE: _____

Resolution Number 159-25

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving and authorizing the City of Riviera Beach to accept monetary and in-kind donations specifically for the Hurricane Melissa relief efforts; authorizing the Chief Financial Officer to make payment of monetary donations collected from donors to a designated charitable organization; and providing for an effective date.

Whereas, on October 28, 2025, Hurricane Melissa, Category 5 hurricane, caused major damage and devastation to the country of Jamaica; and

Whereas, Hurricane Melissa hit Jamaica as one of the strongest Atlantic hurricanes on record causing major damage to public infrastructure, personal property, and significant displacement to its citizens; and

Whereas, the City of Riviera Beach is setting up a program to assist with the relief efforts in Jamaica through the acceptance of monetary and in-kind donations; and

Whereas, staff recommends that the City Council authorize City staff to facilitate relief efforts and to accept donations specifically designated for the Hurricane Melissa relief efforts; and

Whereas, staff recommends that all monetary and in-kind donations collected by the City of Riviera Beach are delivered to the Government of Jamaica Hurricane Melissa Relief Fund and/or any agencies authorized to collect on behalf of the Government of Jamaica.

Now, therefore, be it resolved by the City Council of the City of Riviera Beach, Palm Beach County, Florida, as follows:

Section 1. That the City Council hereby approves a program designated for the Hurricane Melissa relief efforts for the country of Jamaica.

Section 2. That the City Council hereby authorizes staff to facilitate programs, events, and efforts to raise monetary and in-kind donations for the Hurricane Melissa Relief Fund.

Section 3. That the City Council hereby authorizes the Chief Financial Officer is remit funds collected for the Hurricane Melissa Relief Fund to the Government of Jamaica Hurricane Melissa Relief Fund and/or any agencies authorized to collect on behalf of the Government of Jamaica.

Section 4. This Resolution shall take effect immediately upon its passage and approval by the City Council.

Passed and Approved this _____ day of _____, 2025

APPROVED:

_____
Douglas Lawson
Mayor

ATTEST:

_____
Debrah Hall
Master Municipal Clerk
Acting City Clerk

MOTIONED BY: _____

SECONDED BY: _____

B. GUYTON: _____

K. MILLER-ANDERSON: _____

S. LANIER: _____

G. SPIRITIS: _____

F. DAVIS-PANIER: _____

Reviewed as to Legal Sufficiency.

_____
Dawn Wynn, City Attorney

Date: _____

EXECUTIVE BRIEFING

Organization Overview: Global Empowerment Mission, Inc. (GEM)

Executive Summary

Global Empowerment Mission, Inc. (GEM) is a highly rated, registered 501(c)(3) international disaster relief public charity founded in 2010. GEM operates as a first responder to global disasters and humanitarian crises, bridging the gap between immediate emergency response and long-term sustainable development. Known for its high operational efficiency, GEM maximizes donor impact by ensuring that 97% of all collected funds and supplies directly support mission-related emergency activities.

Core Mission & Three-Phase Strategy

GEM's primary objective is to deliver the maximum amount of aid to the greatest number of people in the shortest amount of time, at the lowest possible cost to donors. They achieve this through a distinct three-phase methodology:

1. **Phase 1: Immediate Disaster Relief:** Serving as first responders to deploy strategic partnerships, search and rescue support, and urgent life-saving necessity kits (food, water, and hygiene supplies) within the first days of a crisis.
2. **Phase 2: The Gap Period:** Providing short-term infrastructure, sustenance supplies, and temporary housing assistance during the critical window between initial disaster response and the arrival of permanent government aid.
3. **Phase 3: Sustainable Development:** Partnering with local governments and public-private stakeholders to rebuild permanent housing, schools, and local economies, aiming to transition communities out of dependency.

Vetting & Accountability

- **Charity Navigator Rating:** GEM holds a **4-Star Rating** from Charity Navigator, earning a perfect score of **100%** across all measured operational categories: *Accountability & Finance, Impact & Results, Leadership & Adaptability, and Culture & Community*.
- **Efficiency Rate:** 97% of every dollar donated is funneled directly into on-the-ground disaster relief and program operations.
- **Vendor Status:** GEM is fully registered and verified as an approved active vendor with the City of Riviera Beach.

Local & Institutional Alignment with Riviera Beach

- **Local Operations:** GEM's primary East Coast logistics hub is their 85,000+ sq. ft. headquarters warehouse located in **Doral, Florida** (1850 NW 84th Ave).

- **Direct Civic Engagement:** On **November 12, 2025**, a coordinated cohort of volunteers from the City of Riviera Beach traveled directly to the Doral facility to pack, sort, and manifest critical aid crates destined for families impacted by Hurricane Melissa in Jamaica.
- **Active Ground Presence:** GEM has already mobilized teams and logistics pipelines within Jamaica. Disbursing the City's accumulated Hurricane Melissa Relief Funds to GEM ensures that the monetary donations will be instantly leveraged to purchase, transport, and distribute targeted aid directly into the most affected Jamaican parishes.

Recommendation: City staff strongly recommends the adoption of **Resolution Number 66-26** to distribute the full balance of the collected funds to Global Empowerment Mission, Inc., authorizing them to execute direct, transparent aid delivery on behalf of the City of Riviera Beach.

City of Riviera Beach

To: Chairperson and City Councilmembers

From: Douglas Lawson, Mayor

Through: William E. Wilkins, Interim City Manager

Subject: **Resolution Number 67-26: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing the distribution of emergency equipment to our Sister City in the City of Freeport, Bahamas; providing for conflicts, severability, and an effective date.**

Date: June 03, 2026

CC: General Public

Background:

City Goals:
The Citywide Goal is to Enhance Government Stewardship and Accountability.

Fiscal/Budget Impact:

Recommendation:
Staff recommends a Motion to approve Resolution Number 67-26.

Attachments:
1. Resolution Number 67-26_ Donation_of_Emergency_Equipment.docx
2. Resolution 62-25 - Sister City Relationship - Riviera Beach Florida and Freeport Bahamas.pdf
3. Bahamian Delegation Recap.pdf
4. Memo for Consideration - Sister City - Freeport Bahamas.pdf
5. Proclamation_-_Sister_City_Relationship_with_Freeport_Bahamas.pdf

Resolution Number 67-26

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing the distribution of emergency equipment to our Sister City in the City of Freeport, Bahamas; providing for conflicts, severability, and an effective date.

Whereas, the City of Riviera Beach, Florida, and the City of Freeport, Bahamas, both vibrant coastal communities, share a common maritime identity, economic interests in trade and tourism, and a strong commitment to advancing the quality of life for their residents; and

Whereas, the City of Riviera Beach, Florida, and the City of Freeport, Commonwealth of the Bahamas, formally established a Sister City relationship via Resolution No. 62-25 to foster international cooperation, civic exchange, and regional collaboration; and

Whereas, Resolution No. 62-25 explicitly outlines a mutual commitment to cooperate in the areas of emergency management, public safety coordination, and disaster preparedness to enhance the resilience of both coastal communities; and

Whereas, the City of Riviera Beach Fire Rescue maintains a fleet of emergency response vehicles, including reserve and replacement units, and periodically retires vehicles that have reached the end of their useful municipal service life; and

Whereas, the Riviera Beach Fire Department possesses a medical transport ambulance that has been officially decommissioned from active service, having met its useful life cycle for local municipal operations but remaining mechanically sound and highly functional for emergency response capabilities; and

Whereas, the City of Freeport, Bahamas Fire Department is in need of emergency transport vehicles to enhance its local public safety infrastructure, medical response capacity, and mutual aid readiness; and

Whereas, the ambulance identified for donation has been deemed surplus property by Riviera Beach Fire Rescue due to age, mileage, and condition, and is no longer required for City operational needs, consistent with past fleet replacement practices documented in prior City resolutions involving rescue truck procurement and disposition; and

Whereas, the Bahamas continues to face significant public safety infrastructure challenges, including the need to rebuild and strengthen fire-rescue capabilities following major storm impacts such as Hurricane Dorian, which destroyed or severely damaged local fire stations and equipment; and

Whereas, donating this decommissioned public safety asset to our Sister City directly advances the bilateral emergency management protocols, protocol sharing, and resource development envisioned in our structural partnership; and

Whereas, the donation of a surplus ambulance will materially support emergency response capacity in the Bahamas, assist with firefighter training, and contribute to regional disaster-preparedness and humanitarian relief efforts, which have been recognized as serving a valid public purpose by other Florida jurisdictions making similar donations; and

Whereas, the City Council finds that donating this surplus ambulance is in the best interest of the City of Riviera Beach, promotes international goodwill, and supports a neighboring region with longstanding cultural and community ties to the City; and

Whereas, the recipient City of Freeport, Commonwealth of the Bahamas Fire Department shall be responsible for all costs associated with transport, export, and receipt of the vehicle, and the vehicle shall be transferred **as-is**, with no warranty expressed or implied; and

Whereas, City staff and administration recommend that the City Council authorize the transfer and donation of said emergency vehicle as an act of international goodwill, civic solidarity, and practical cooperation under the Riviera Beach 2030 Plan.

Now, therefore, be it resolved by the City Council of the City of Riviera Beach, Palm Beach County, Florida, as follows:

Section 1. Approval and Authorization. The City Council hereby approves and authorizes the formal donation and transfer of ownership of one (1) surplus decommissioned Riviera Beach Fire Department ambulance to the City of Freeport, Commonwealth of the Bahamas Fire Department (or its designated public-safety agency).

Section 2. Cost. All costs associated with transport, export, shipping, and receipt of the ambulance shall be borne solely by the receiving City of Freeport, Commonwealth of the Bahamas Fire Department (or its designated public-safety agency).

Section 3. Implementation and Authorization. The City Manager, or designee, is hereby authorized and directed to execute all necessary transfer documents, titles, and international shipping manifests required to legally and safely deliver the emergency vehicle to Freeport municipal leadership in accordance with the established Sister City framework

Section 3. Conflict. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Severability. If any section, subsection, sentence, clause, or provision of this resolution is held invalid, the remainder shall not be affected.

Section 5. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

APPROVED:

_____

Douglas Lawson
Mayor

ATTEST:

_____

Debrah Hall
Acting City Clerk
Master Municipal Clerk

MOTIONED BY: _____

SECONDED BY: _____

B. GUYTON: ____

K. MILLER-ANDERSON: ____

S. LANIER: ____

G. SPIRITIS: ____

F. DAVIS-PANIER: ____

REVIEWED AS TO LEGAL SUFFICIENCY

_____
Dawn S. Wynn, City Attorney
DATE: _____

RESOLUTION NO. 62-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, FORMALLY ESTABLISHING A SISTER CITY RELATIONSHIP WITH THE CITY OF FREEPORT, COMMONWEALTH OF THE BAHAMAS; RECOGNIZING THE SIGNIFICANCE OF THE OFFICIAL DELEGATION VISIT FROM MAY 17 THROUGH MAY 24, 2025; AFFIRMING MUTUAL COMMITMENTS TO INTERNATIONAL COOPERATION IN THE AREAS OF CULTURE, ECONOMIC DEVELOPMENT, TOURISM, GOVERNANCE, SUSTAINABILITY, AND EMERGENCY MANAGEMENT; AUTHORIZING THE CITY MANAGER TO COORDINATE A FORMAL FRAMEWORK FOR COLLABORATION; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City of Riviera Beach, Florida and the City of Freeport, Bahamas, both vibrant coastal communities, share a common maritime identity, economic interests in trade and tourism, and a strong commitment to advancing the quality of life for their residents; and

WHEREAS, the cities are aligned in their respective forms of municipal governance, fostering transparency, operational excellence, and accountability; and

WHEREAS, from **May 17 through May 24, 2025,** the City of Riviera Beach hosted an official delegation from Freeport for a week-long governmental, cultural, and strategic engagement focused on the exploration of a formal Sister City partnership; and

WHEREAS, both cities affirm their commitment to cultivating an international relationship that promotes cultural exchange, economic development, sustainable infrastructure investment, and collaborative governance; and

WHEREAS, the City of Riviera Beach has identified this relationship as a strategic priority consistent with its Riviera Beach 2030 Plan, specifically the pillars of Building Great Neighborhoods, Achieving a Sustainable Economy, Enhancing Government Stewardship, and Strengthening Community Engagement; and

WHEREAS, both communities desire to cooperate in advancing shared priorities through joint tourism campaigns, business and trade development, educational partnerships, and marketing collaborations that enhance regional and international visibility; and

WHEREAS, recognizing the importance of resilience in coastal communities, the cities commit to partnership in emergency management, disaster preparedness, and public safety coordination, including mutual training exercises, protocol sharing, and joint planning; and

WHEREAS, the cities agree to convene an Annual Cultural Exchange, alternating between the two communities, to promote people-to-people diplomacy, engage students, artists, entrepreneurs, and civic leaders, and deepen international understanding through shared cultural heritage; and

WHEREAS, the City of Riviera Beach wishes to formalize this commitment through the adoption of this Resolution and by directing staff to coordinate implementation in partnership with the City of Freeport.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, THAT:

Section 1. Establishment of Sister City Relationship.

The City Council of the City of Riviera Beach hereby formally establishes a Sister City relationship with the City of Freeport, Commonwealth of the Bahamas, for international cooperation, civic exchange, and regional collaboration.

Section 2. Recognition of Delegation Visit.

The City acknowledges and commends the formal delegation from the City of Freeport for their official visit from **May 17 through May 24, 2025,** which served as the foundation for this partnership and affirmed shared values and common priorities.

Section 3. Areas of Cooperation.

This Sister City relationship shall encourage collaboration in the following domains:

- **Economic Development & Trade** - Promote investment, entrepreneurship, and cross-border business partnerships.
- **Tourism & Marketing** - Develop joint marketing campaigns and hospitality partnerships to elevate both cities' global profiles.
- **Cultural & Educational Exchange** - Foster understanding through student programs, civic exchanges, and cultural showcases.
- **Environmental & Coastal Sustainability** - Share best practices in shoreline protection, renewable energy, and resilient infrastructure.
- **Emergency Management & Disaster Preparedness** - Coordinate on disaster planning, mutual aid, emergency response training, and recovery strategy development.
- **Municipal Innovation & Governance** - Exchange strategies for fiscal management, civic engagement, policy innovation, and public service delivery.

Section 4. Annual Cultural Exchange Trip.

The communities commit to hosting and participating in an Annual Cultural Exchange, alternating locations each year. These exchanges will include delegations of residents, students, civic leaders, cultural performers, and professionals focused on mutual learning and goodwill.

Section 5. Implementation and Oversight.

The City Manager, or designee, is hereby authorized and directed to:

- Develop a **Memorandum of Understanding (MOU)** in collaboration with Freeport municipal leadership.
- Coordinate official activities, delegations, and exchanges under this agreement.
- Identify and secure funding opportunities, grants, or philanthropic support for Sister City initiatives.
- Provide an annual progress report to the City Council with updates, achievements, and future programmatic goals.

Section 6. Public Awareness and Civic Engagement.

The Office of Communications & Marketing, in collaboration with the Office of the Mayor and Office of the City Manager, shall support media coverage, public announcements, community outreach, and documentation of this partnership to ensure transparency, visibility, and resident involvement.

Section 7. Effective Date.

This Resolution shall take effect immediately upon adoption by the City Council.

[The Remainder of This Page is Intentionally Left Blank]

APPROVED:

Douglas Lawson

Douglas Lawson
Mayor

Attest:

Debrah Hall

Debrah Hall
Acting City Clerk
Certified Municipal Clerk

MOTION BY: B. GUYTON

SECOND BY: G. SPIRITIS

B. GUYTON:	AYE
K. MILLER-ANDERSON:	AYE
S. LANIER:	AYE
G. SPIRITIS:	AYE
F. DAVIS-PANIER:	AYE

Reviewed as to Legal Sufficiency

Dawn S. Wynn
City Attorney

Date: 7/16/2025

Riviera Beach

see what's beneath the surface

Mayor Doug Lawson's Recap Report: Reestablishing Sister City Ties with Freeport, Bahamas

Overview of the Visit:

Day 1: Church & Relax (Sunday, May 18th)

The day began with the delegation attending service at 10:00 AM at Pleasant Heights Missionary Baptist Church, located at 1297 W. 34th St, Riviera Beach, FL 33404. Pastor Carter graciously hosted the delegation, ensuring their comfort and offering his office for relaxation before the service. During the service, both Pastor Carter and Mayor Lawson extended a warm welcome, inviting the delegation to share their own remarks with the congregation. Refreshments were served afterwards, fostering fellowship between the delegation and Riviera Beach residents.

The afternoon allowed for leisure activities and relaxation. In the evening, an informal Welcome Reception was held at 5:30 PM in the Hyatt Place hotel lobby. Here, the delegation was introduced to City Manager Evans and legislative aide staff. Shortly after, the Mayor invited the delegation to attend a community event titled "Boots on the Ground" at the Tate Recreation Center. This provided an excellent opportunity for the delegation to socialize with residents and event attendees, immersing themselves in our cultural event. Mayor Lawson made introductions to several local business owners and event vendors before giving public remarks on stage, officially welcoming the delegation to the City of Riviera Beach. The Hon. Chief Counselor from Freeport also addressed the audience, expressing gratitude for the City's gracious hospitality.

Day 2: Official Welcome & Sister City Discussion (Monday, May 19th)

Day 2: Official Welcome & Sister City Discussion (Monday, May 19th)

The official agenda commenced at 9:00 AM with breakfast and a formal meeting at the Riviera Beach Library Training Room, 2129 N. Congress Ave, Riviera Beach, FL 33404. Following formal introductions and pleasantries, City Manager Evans delivered an in-depth presentation. This presentation introduced the delegation to the various City Departments, our system and style of governance, and provided an overview of the major initiatives and capital development projects currently underway in the City. The delegation engaged in further dialogue with the Manager and Staff, sharing similarities and differences in their respective governance approaches and noting interesting takeaways. The delegation was presented with swag bags from the City Clerk's Office, filled with Riviera Beach branded paraphernalia. After the meeting, breakfast was served, and the delegation had an opportunity to explore Riviera Beach, Palm Beach, and local shopping establishments on their own.

In the evening, the delegation attended my Mayor’s Listening Tour: Education Stop at the Riviera Beach Marina Event Center, 200 E 13th St., Riviera Beach, FL 33404. They listened to school board members, principals, teachers and educators, and residents about the needs of students in Riviera and potential solutions for address those needs. The discussion was robust and insightful giving the delegation substantive information to consider for adoption for students in their community as well.

Day 3: Emergency Management & Operations Workshop Day (Tuesday, May 20th)

This day was dedicated to crucial discussions on Emergency Management and Public Safety. At 10:00 AM, the delegation visited Fire Station 87 & EMC, located at 600 W Blue Heron Blvd, Riviera Beach, FL 33404. They met with the Fire Chief, Deputy Fire Chief, and City Engineer, who provided an overview of the operations of the Fire Department including Riviera Beach's Emergency Management Center overview. Additionally, the delegation provided valuable information and context regarding the emergency management infrastructure and needs faced in Freeport. Policy exchange and discussions on future partnership opportunities for ongoing collaboration in training and resource support were key outcomes. Our service members introduced the delegation to their emotional support dog, gave a tour of Fire Station 87, and cooked lunch for them at 12:00 PM.

At 2:00 PM, the delegation visited the Police Department at 2051 Dr. Martin Luther King Jr. Blvd, Riviera Beach, FL 33404. They spent time with Police Chief Coleman and several members of his staff, who gave a thorough overview of Police Operations and current initiatives, including Riviera Beach's Police & Law Enforcement overview. The discussion was very engaging, centered on personnel and resource management practices and the potential for future training and support initiatives. The delegation toured the Real Time Crime Center, the Mobile Emergency Command Center, and was introduced to the Department's tactical robot and in-door drone.

Day 4: Exploring Tourism, Fostering Economic Growth & Business Ties (Wednesday, May 21st)

Day 4: Exploring Tourism, Fostering Economic Growth & Business Ties (Wednesday, May 21st)

The day began at 9:00 AM with a tour of the Port of Palm Beach, One East 11th St, STE 600, Riviera Beach, FL 33404. Commissioner Wayne Richards graciously hosted the delegation for breakfast. Port staff, including Executive Director Michael Meekins and several of his team, provided an overview of the Port's operations and capital development projects. The delegation was particularly excited to learn that the bulk of shipments leaving the Port go directly to the Bahamas, approximately **$1.1 billion annually**. Dialogue focused on tourism, trade, investment opportunities, and potential collaborations for small businesses in both Freeport and Riviera Beach. A comprehensive tour of the Port facilities was also conducted.

At 11:00 AM, the delegation met with the CRA team at the Riviera Beach Marina Event Center, 200 E 13th St., Riviera Beach, FL 33404, where lunch was provided. The CRA Director and staff hosted the delegation, providing an overview of the CRA, its mission, and current projects. Discussions included tourism initiatives and the possibility of including Bahamian businesses in the CRA Business Bootcamp, along with other future partnership opportunities. A city tour highlighting Riviera Beach's tourism infrastructure, including hotels, attractions, and beautification projects, was also part of the agenda.

Day 4: Exploring Tourism, Fostering Economic Growth & Business Ties (Wednesday, May 21st)
Continued

At 6:00 PM, the Bahamas delegation attended the regular Riviera Beach City Council Meeting at the Riviera Beach Marina Event Center. During the meeting, I formally acknowledged the re-establishment of the Sister City Relationship between Riviera Beach and Freeport. A proclamation was presented by me and publicly read by former Mayor Bishop Thomas Masters, who originally established the relationship between our two cities in 2012. The delegation gave formal remarks to the Council and residents, accepted the proclamation, and graciously thanked the Mayor and the City for the exceptional level of hospitality they had received during their visit. The evening concluded with refreshments at Rafiki Tiki, 200 E 13th St. Riviera Beach, FL 33404.

Mayor Doug Lawson and Riviera Beach City Council present a proclamation to the delegation from Freeport, Bahamas Re-Establishing the Sister City Relationship.

Dialog with Black Business Association/ Tour of FoundCare Facility

Day 5: Education and Governmental Engagement (Thursday, May 22nd)

The delegation began the day at 9:00 AM with a tour of the Black Business Association's office at Berkeley Landing Apartments, 3100 Broadway, Riviera Beach, FL 33404. Shed Lang, the Association's Executive Director, provided an overview of the services offered to local small businesses through the Chamber, including their partnership with the CRA to support businesses in obtaining vital certifications. Marie Gill of the Miami Export Center also shared an overview of their work supporting minority businesses in exporting products globally, highlighting their strategic investment in the Bahamas and Jamaica. The group discussed the potential for a small business exchange, trade missions, and cultural events such as an annual Goombay Festival. A light continental breakfast was provided.

At 11:00 AM, the delegation was provided a hard hat tour of the new FoundCare Clinic, 3501 Broadway, Riviera Beach, FL 33404, another CRA Development project. CEO Chris Irizarry personally led the tour, giving the delegation a behind-the-scenes view of the facilities and outlining the vision for how they will serve Riviera Beach residents.

Day 5: Education and Governmental Engagement (Thursday, May 22nd) Continued

After lunch, at 1:00 PM, the delegation visited Riviera Beach Prep. They met with Principal Mark Simmonds and staff, including Councilwoman Davis-Penier. Discussions focused on RBP's efforts and impact on students who are not in the traditional public school system. The delegation shared similar efforts and initiatives ongoing in Freeport to address the same demographic of students. The group explored ways to partner to exchange data, ideas, initiatives, and opportunities to collaborate to ensure all students are afforded the chance at a quality education.

In the afternoon, at 2:00 PM, the delegation spent meaningful time being hosted by Dr. Tunjarnika Coleman-Ferrell, the Vice-President for Academic Affairs, at Palm Beach State College, Riviera Beach Campus. The delegation received presentations from various academic departments, including the schools of Science & Technology, Health Services, Industry, Manufacturing & Construction, and Public Safety. Administrative representatives from the college provided specific insight into the International Students Admission process and financial aid options available to international students. Distance learning options were also discussed in detail to provide Bahamian students with other attendance options. The delegation was excited to learn that there is a healthy representation of Bahamian students currently attending Palm Beach State College and discussed the potential for future collaboration between Freeport and the institution.

Day 5: Education and Governmental Engagement (Thursday, May 22nd) Continued

At 4:00 PM, the delegation was invited by Mr. Maliki Knowles to attend a Ribbon Cutting Ceremony at the African American Golfers Museum & Inner-City Youth Golfers Clubhouse, 125 W. 13th St. Riviera Beach, FL 33404. This event was also attended by a delegation from the Bahamas Professional Golfers Federation. Both delegations shared remarks and expressed gratitude for the invitation. I presented Mr. Maliki Knowles with a Proclamation for his continued impact on the City of Riviera Beach.

The day culminated at 7:00 PM with a formal dinner and official Sister Cities Agreement Signing Ceremony at Tiki @ Safe Harbor, 2010 Avenue B, Riviera Beach, FL 33404. The delegation was treated to a culturally immersive musical dance performance by Junkanoo Gawds, a violinist selection from Riviera Beach resident Jeremiah Aboderin, a Caribbean ambiance, and delicious Bahamian Cuisine provided by Island Smash, a local Bahamian food truck and catering vendor. The formal signing of the Sister Cities Agreement by the respective officials took place. The delegation gave remarks thanking the Mayor and the City Council members who were present for their hospitality and renewed interest in building a strong, mutually beneficial Sister City relationship. They also presented me with a swag bag filled with Bahamian trinkets and keepsakes and formally invited the City to visit Freeport later this year

The City hosted the Delegation for a festive formal dinner at Tiki @ Safe Harbor!

Day 6: Leisure, Connection, and Farewell Preparations (Friday, May 23rd)

The delegation spent the day shopping and purchasing souvenirs for their family and friends. In the evening, at 6:30 PM, we hosted the delegation for a final sendoff at a Farewell Reception and Business & Government Networking Social at Flare House, 407 Northwood Rd, West Palm Beach, FL 33407, a minority-owned restaurant in the Northwood Community. Members from the City Clerk's Office, who assisted the delegation in connecting with the Mayor’s office, attended to say farewell. A few Riviera Beach residents, Councilman Bruce Guyton, and others also attended to see the delegation off. All in attendance left excited about the work ahead to deepen the relationship initiated during this visit.

The Benefits of a Sister City Relationship

Economic Collaboration:

- Promote shared opportunities in trade, tourism, and investment
- Enable joint ventures and economic development programs
- Facilitate business expansion across international border

Cultural Exchange:

- Foster mutual understanding through art, music, and cultural programs
- Encourage student and educational exchanges
- Celebrate international goodwill through community events

Environmental Sustainability:

- Share best practices on coastal and tourism-related sustainability
- Promote climate resiliency and ecosystem protection

Diplomatic Networking:

- Strengthen ties with the Bahamas – Freeport
- Enhance international presence and collaboration opportunities

Financial Recap

Hosting the delegation, with a total expenditure of **$14,317.52**, primarily focused on providing hospitality through food and entertainment. This investment facilitated productive meetings and cultural exchanges aimed at strengthening the bond between our two cities.

Next Steps

Purpose of Discussion:

- Identify shared goals and opportunities
- Initiate conversation on short-term and long-term collaboration

Key Focus Areas:

- Cultural and student exchanges
- Business and tourism partnerships
- Environmental stewardship initiatives

Immediate Actions:

- Confirm the structure for ongoing communication
- Schedule follow-up meetings and delegation exchanges

Conclusion

The visit from the Freeport, Bahamas Delegation was an overwhelming success, culminating in the formal re-establishment of our Sister City Relationship. The fruitful discussions and engagements across various sectors—from emergency management and public safety to economic development and education—lay a strong foundation for future collaboration. My office and the City Manager's Office will work collaboratively to facilitate the coordination of future discussions and initiatives, ensuring a mutually beneficial and lasting Sister City relationship. We eagerly anticipate our visit to Freeport later this year.

Sincerely,
Mayor Doug Lawson City of Riviera Beach

Local Businesses and Partners Who Contributed to the Success of the Visit:

The success of this visit was greatly supported by the following local businesses and partners:

- Pleasant Heights Missionary Baptist Church
- Eat N Cake
- Intercoastal
- Library Café
- Island Smash
- Junkanoo Gawds
- Styles By Stallings
- Tiki @ Safe Harbor
- Foster's BBQ
- Flare House
- Cummings Management
- Black Business Association
- Port of Palm Beach
- Riviera Beach CRA
- Riviera Beach Prep
- FoundCare
- Rafiki Tiki

Special Thanks

- Acting City Clerk Deborah Hall and Staff especially Debra Lawson
- Former Mayor Biship Thomas Masters
- Nikasha Wells
- Paster Carter and Pleasant Height Missionary Baptist Church
- City Manager Evans and Staff notably, Ms. Tanya McCray
- City Council Members and Legislative Aides notably Ms. Shandra Stringer
- Commissioner Wayne Richards of the Port of Palm Beach and Port Staff
- CRA Director Merzius and Staff
- Chief Curd and Staff
- Chief Coleman and Staff
- Shed Lang and the Black Business Association
- FoundCare
- Principal Simmonds and Staff at Riviera Beach Prep notably Councilwoman Davis-Panier
- Dr. Tunjarnika Coleman-Ferrell
- Mr. Maliki Knowles and the Inner-City Youth Golfers, Inc.
- Tiki @ Safe Harbor
- Catering Vendors

Video

Recap

Public Link To View Recap Video

MEMORANDUM

To: **Honorable Mayor, Chairperson and City Council Board Members**
Jonathan Evans, City Manager, MPA, MBA, FRA-RA, ICMA-CM
Deirdre Jacobs, Assistant City Manager
Dawn Wynn, City Attorney

From: **Debrah Hall, Acting City Clerk**

Date: **April 25, 2025**

Subject: **Consideration of Sister City Relationship with Freeport, Bahamas and visit from Freeport, Bahamas Delegates**

Purpose:
This memorandum aims to present for consideration the proposed establishment of a sister city relationship with Freeport, Bahamas. The delegation from Freeport will be visiting the City of Riviera Beach in May, 2025, and we have the opportunity to engage in a productive and mutually beneficial partnership. The Honorable Mayor of Riviera Beach intends to present a proclamation to the Freeport, Bahamas delegation at the upcoming City Council meeting scheduled for Wednesday, May 21, 2025. Additionally, there will be an opportunity for the delegation to address the City Council Board during this meeting. This document outlines the potential benefits, goals, and next steps for this international collaboration.

Background:
Freeport is the second-largest city in the Bahamas, located on Grand Bahama Island. It is known for its thriving tourism, shipping, and business sectors, as well as its diverse cultural heritage. As a sister city, Freeport would bring opportunities to foster economic development, cultural exchange, and global diplomacy between our two communities.

Potential Benefits of the Sister City Relationship:

1. **Economic Collaboration:**
    - Shared opportunities in trade, tourism, and business ventures.
    - Possibilities for joint ventures, economic development programs, and infrastructure projects that could benefit both communities.
    - Increased opportunities for local businesses to expand internationally and vice versa.
2. **Cultural Exchange:**
    - Opportunities for art, music, and cultural exhibitions to promote mutual understanding.
    - Student and educational exchange programs, allowing for international experiences and growth for our young people.
    - Community-based events fostering diversity and international goodwill.

3. **Environmental and Sustainable Development:**
    - Exchange of ideas on environmental preservation, especially in relation to coastal ecosystems and tourism management.
    - Shared practices on sustainable infrastructure and development to protect both regions' natural resources.

4. **International Diplomacy and Networking:**
    - Strengthened diplomatic ties with the Bahamas, promoting both countries' international presence and cooperation.
    - Opportunities for networking with key governmental and business leaders from the Bahamas.

Proposed Next Steps:

1. **Host the Freeport Delegation:**
    - A formal visit from the Freeport delegates to discuss potential areas of collaboration and future engagement strategies.
    - Organize a series of meetings and events to introduce the delegation to local leaders, businesses, and cultural institutions.

2. **Develop an Action Plan:**
    - Establish a working group with representatives from both cities to develop an actionable plan outlining specific objectives, timelines, and resources needed.
    - Identify key areas of collaboration, including economic development, tourism, education, and environmental sustainability.

3. **Promote the Relationship:**
    - Engage local media, schools, and community organizations to promote the sister city partnership and highlight the benefits of the relationship.
    - Explore opportunities for formalizing the partnership with an official signing ceremony and public recognition.

Conclusion:
The proposed sister city relationship with Freeport, Bahamas, offers significant potential for collaboration that can benefit both communities on economic, cultural, and diplomatic fronts. The partnership is an exciting opportunity to create lasting connections and positive outcomes for our citizens.

Recommended Action:
Approval to move forward with the sister city partnership with Freeport, Bahamas, and authorize the necessary arrangements for hosting the upcoming delegation.

PROCLAMATION

From the office of the Honorable Mayor Douglas Lawson of the City of Riviera Beach, Palm Beach County, Florida establishing a Sister City Relationship between Riviera Beach, Florida and Freeport, Bahamas.

WHEREAS, the City of Riviera Beach, Florida, and Freeport, Bahamas, share a mutual commitment to fostering cultural, economic, and educational exchanges for the betterment of their communities; and

WHEREAS, both cities recognize the value of collaboration and cooperation in strengthening ties, enriching the lives of their citizens, and promoting mutual understanding and respect; and

WHEREAS, the citizens of Riviera Beach and Freeport share common interests and aspirations, including the development of commerce, tourism, and community involvement; and

WHEREAS, the establishment of a Sister City relationship between Riviera Beach and Freeport will open doors for continued collaboration in the fields of education, trade, cultural exchanges, and tourism; and

WHEREAS, this partnership will enhance goodwill, international friendship, and cultural diplomacy, which are fundamental to the shared prosperity of both cities and their citizens; and

WHEREAS, it is fitting and proper to formalize this relationship to reflect the shared values of both cities and their ongoing commitment to building lasting partnerships.

NOW, THEREFORE, I, Douglas Lawson, Mayor of the City of Riviera Beach, Florida, do hereby proclaim the establishment of a Sister City relationship between the City of Riviera Beach and Freeport, Bahamas, to be recognized as of Wednesday, May 21, 2025.

FURTHERMORE, I encourage the citizens of Riviera Beach to embrace this exciting partnership and take part in future collaborative efforts between our two cities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Riviera Beach to be affixed this 21st day of May, 2025.

_____
Douglas Lawson, Mayor

(CITY SEAL)

ATTEST:

_____
Debrah Hall, CMC, Acting City Clerk

RESOLUTION NO. 53-26

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing a Memorandum of Understanding (MOU) between the City of Riviera Beach and the Solid Waste Authority of Palm Beach (Authority) for use of Pre-Authorized Debris Management Sites; and providing for an effective date.

Whereas, Florida Senate Bill 180 mandates each county and municipality to apply to the DEP for authorization of at least one debris management site and encourages local governments to add an addendum to existing solid waste contracts for the collection of storm-generated debris; and

Whereas, The City of Riviera Beach does not own or operate its own debris management site and has executed an Interlocal Agreement with the Solid Waste Authority of Palm Beach (Authority) to utilize the Authority's debris management sites for disposal and handling of disaster debris; and

Whereas, the City and Authority have agreed to execute a Memorandum of Understanding (MOU) to allow the City and the Authority to apply jointly for authorization and use of the Authority's debris management sites, to satisfy the requirements of Florida Senate Bill 180; and

Whereas, under the terms of the MOU, the City and Authority agree to work cooperatively in the event of a storm or similar natural disaster for the purpose of debris management and for the use of debris management sites operated by the Authority; and

Whereas, the City and Authority believe the public interest will be best served by the parties executing this MOU.

Now, therefore, be it resolved by the City Council of the City of Riviera Beach, Palm Beach County, Florida as follows:

Section 1. The City Council hereby authorizes the execution of a Memorandum of Understanding between the City of Riviera Beach and Solid Waste Authority of Palm Beach, to allow the City of Riviera Beach to partner with the Authority to apply jointly for authorization and use of the Authority's debris management sites, to satisfy the requirements of Florida Senate Bill 180.

Section 2. That the Mayor is hereby authorized and directed to execute that certain Memorandum of Understanding between the City of Riviera Beach and Solid Waste Authority of Palm Beach, to allow the City of Riviera Beach to partner with the Authority to apply jointly for authorization and use of the Authority's debris management sites.

Section 3. This resolution shall be effective immediately upon its adoption.

PASSED AND ADOPTED on this_____ day of _____2026.
APPROVED:

_____
DOUGLAS LAWSON
MAYOR

ATTEST:

_____
Debrah Hall
City Clerk

MOTIONED BY: _____

SECONDED BY: _____

B. GUYTON: _____

K. MILLER-ANDERSON: _____

S. LANIER: _____

G. SPIRITIS: _____

F. DAVIS-PANIER: _____

REVIEWED AS TO LEGAL SUFFICIENCY

_____
DAWN S. WYNN, CITY ATTORNEY

DATE: _____

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into on the _____ day of _____

In _____ (herein referred to as the "Effective Date") by and between:

The Solid Waste Authority of Palm Beach County (Authority)

Name of Municipality _____

Parties may be referenced individually as "Party" and collectively as "Parties."

PURPOSE AND INTENT

The purpose of this MOU is to establish a path for municipalities who wish to partner with the Authority to satisfy the requirement created by the passage of SB 180 Emergencies effective July 1, 2026. Specifically, by entering into this MOU it is the intent of the Parties to apply jointly for the authorization and use of a debris management site.

ROLES AND RESPONSIBILITIES

In the event of a storm or similar natural disaster the Parties agree to work cooperatively for the purpose of debris management and for the use of debris management sites operated by the Authority. These sites are specifically identified and shown on Exhibit 1, which is attached hereto and incorporated herein. The terms and conditions of the use of such sites, upon authorization, are outlined in the Interlocal Agreement previously executed by the Parties for this purpose and dated (January 5, 2022).

TERM AND TERMINATION

This MOU becomes effective on the date it is signed by both [all} Parties. It remains in force unless explicitly terminated, in writing , by either Party or mutually by the Parties upon 30 calendar days' notice.

The undersigned Parties acknowledge and agree to this MOU for the purposes set forth herein.

SIGNATURES

WITNESSES:

_____

_____

SOLID WASTE AUTHORITY OF PALM BEACH COUNTY

By: _____
Ramana Kari, Executive Director

APPROVAL AS TO LEGAL SUFFICIENCY

By: _____

Michael W. Jones Esq.
General Counsel

APPROVE TO TERMS AND CONDITIONS

By: _____

Signature

_____

Print Name

_____

Title

MUNICIPALITY:

By: _____

Signature

Douglas Lawson

Print Name

Mayor

Title

CITY ATTORNEY'S OFFICE
Approved as to form and legality

By: _____

Dawn S. Wynn
City Attorney

Debris Zones & Disaster Debris Management Sites - 2026

1. **Dyer Park**
   Approx. 20-acres | Approx. 600,000 cy
   7301 Haverhill Road
   West Palm Beach, Florida 33412

2. **SWA Landfill (Landfill Entrance)**
   Approx. 4-acres | Approx. 120,000 cy
   6610 N. Jog Road
   West Palm Beach, Florida 33412

3. **Biosolids Processing Facility**
   Approx. 3-acres | Approx. 90,000 cy
   6600 45th Street
   West Palm Beach, Florida 33412

4. **Cross State Landfill**
   Approx. 7-acres | Approx. 210,000 cy
   551 Benoist Farms Road
   West Palm Beach, Florida 33402

5. **Okeeheelee Park S.**
   Approx. 2-acres | Approx. 60,000 cy
   7500 Forest Hill Boulevard
   West Palm Beach, Florida 33413

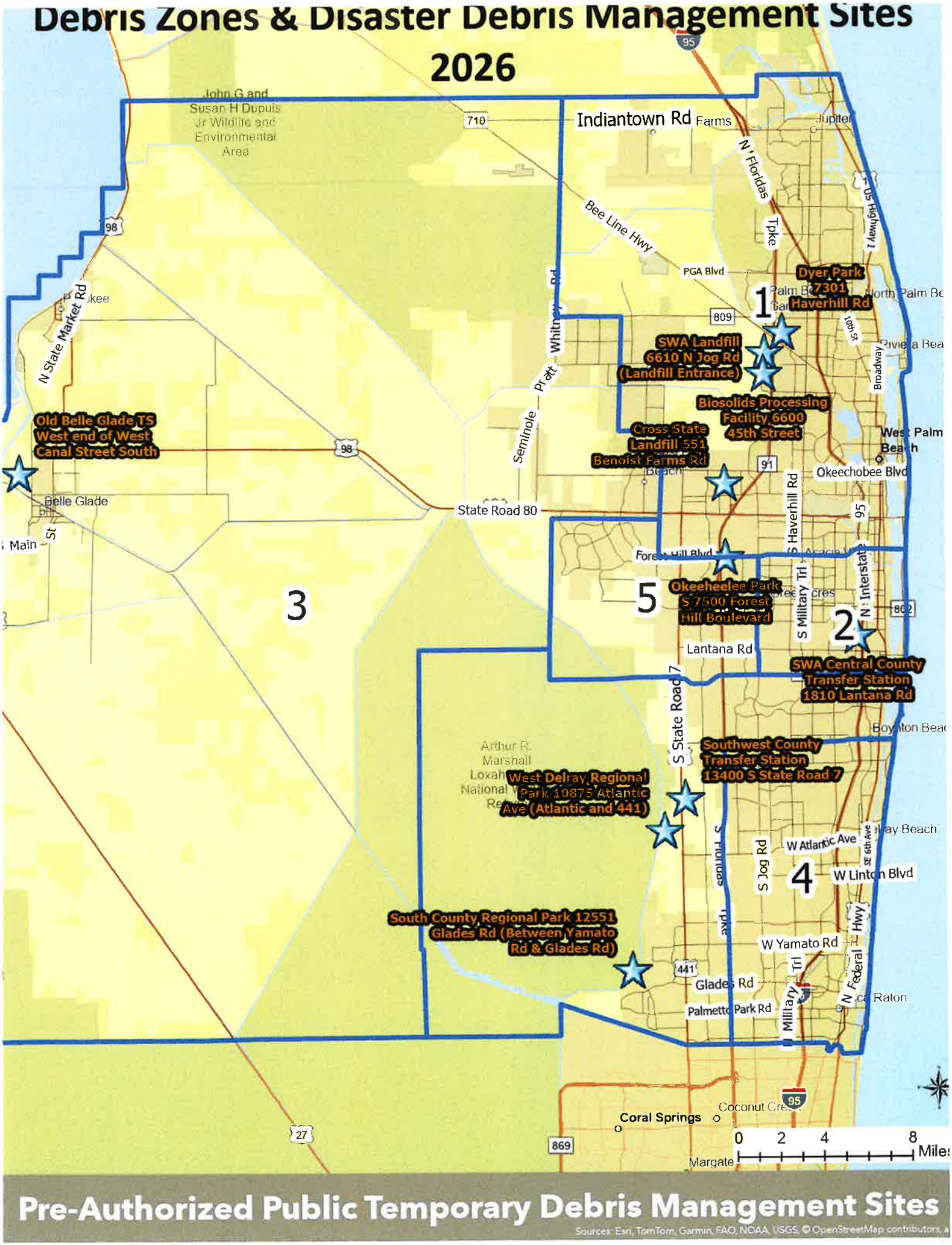
6. **SWA Central County Transfer Station**
   Approx. 5-acres | Approx. 150,000 cy
   1810 Lantana Road
   Lantana, Florida 33462

7. **Southwest County Transfer Station**
   Approx. 23-acres | Approx. 60,000 cy
   13400 S. State Road 7
   West Delray Beach, Florida 33446

8. **West Delray Regional Park (Atlantic & 441)**
   Approx. 4.5-acres | Approx. 135,000 cy
   10875 Atlantic Avenue
   Delray Beach, Florida 33446

9. **South County Regional Park (Between Yamato Rd. & Glades Rd.)**
   Approx. 5-acres | Approx. 150,000 cy
   12551 Glades Road
   Boca Raton, Florida 33498

10. **Belle Glade Transfer Station**
    Approx. 2-acres | Approx. 60,000 cy
    West End of West Canal Street S.
    Belle Glade, Florida 33430


Debris Zones & Disaster Debris Management Sites
2026
John G and Susan H Dupuis Jr Wildlife and Environmental Area
Indiantown Rd
Farms
Jupiter
Bee Line Hwy
Florida's Tpke
Highway 1
PGA Blvd
Dyer Park 7301 Haverhill Rd
North Palm Be
Riviera Bea
SWA Landfill 6610 N Jog Rd (Landfill Entrance)
Biosolids Processing Facility 6600 45th Street
Cross State Landfill 551 Benoist Farms Rd
West Palm Beach
Okeechobee Blvd
Old Belle Glade TS West end of West Canal Street South
Belle Glade
State Road 80
Main St
Forest Hill Blvd
Okeeheelee Park S 7500 Forest Hill Boulevard
Lantana Rd
SWA Central County Transfer Station 1810 Lantana Rd
Boynton Beac
Southwest County Transfer Station 13400 S State Road 7
Arthur R. Marshall Loxah National Re
West Delray Regional Park 10875 Atlantic Ave (Atlantic and 441)
Delray Beach
W Atlantic Ave
W Linton Blvd
South County Regional Park 12551 Glades Rd (Between Yamato Rd & Glades Rd)
W Yamato Rd
Glades Rd
Palmetto Park Rd
Raton
Coconut Cre
Coral Springs
Margate
0 2 4 8 Miles
1
2
3
4
5
Pre-Authorized Public Temporary Debris Management Sites
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, a

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Palm Beach County, Florida
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INTERLOCAL AGREEMENT FOR THE DELIVERY OF MUNICIPAL SOLID WASTE TO DESIGNATED FACILITIES AND FOR A MUNICIPAL REVENUE SHARING RECYCLING PROGRAM

THIS Agreement, made and entered into this 5th day of January, 2022 by and between the **SOLID WASTE AUTHORITY OF PALM BEACH COUNTY,** a dependent special district created pursuant to Chapter 2001-331, Laws of Florida, as amended, hereinafter called "Authority", and the **CITY OF RIVIERA BEACH,** a municipal corporation, chartered and organized in accordance with the laws of the State of Florida, hereinafter called "CITY".

WITNESSETH:

WHEREAS, the Authority has been empowered by law to carry out the powers, obligations and requirements in Palm Beach County, Florida, prescribed to a "county" pursuant to the provisions of Chapter 403, Part IV, *Florida Statutes*; as amended, and

WHEREAS, the CITY desires to work in cooperation with the Authority to continue a municipal recycling program toward achievement and maintenance of the State recycling goal and the requirements of Chapter 403, Part IV, *Florida Statutes*; as amended, and

WHEREAS, in addition, the CITY provides for the collection of solid waste from the residents and businesses and residential recyclable materials within its boundaries and recognizes the need for safe and sanitary processing and disposal of solid waste and residential recyclable materials; and

WHEREAS, the CITY wishes to participate in a coordinated County-wide program for the management of hazardous waste and control of solid waste processing and disposal and residential recycling participation in cooperation with federal, state, and local agencies responsible for the prevention, control, or abatement of air, water, and land pollution; and

WHEREAS, the CITY together with the Authority recognizes the need to plan and develop an adequate solid waste and residential recycling system for the benefit of all the residents of Palm Beach County.

NOW, THEREFORE, in consideration of the mutual covenants and promises hereinafter contained to be kept and performed by the parties hereto, and for the mutual benefit of the CITY, its constituents and the Authority, it is agreed as follows:

1. The above recitals are true and correct and incorporated into the body of this Agreement as if fully set forth herein.

2. Definitions:
   Acceptable Load – Any load of otherwise Designated Recyclables that contains no Prohibited Material and a maximum of 12% Contamination in total, or the Container component contains no Prohibited Material and a maximum of 12% Contamination and

the Fiber component contains no Prohibited Material and a maximum of 5% Contamination.

Acceptable Material – Designated Recyclables as defined herein.

Combined-Haul City – A municipality that has contracted with a Private Hauler that also services other municipal or unincorporated areas within Palm Beach County to collect and deliver Residential Recovered Materials to the Authority.

Containers – Includes aluminum cans, aseptic containers, gable-topped containers, glass bottles and jars (green, brown and clear), and plastic containers #1 - #7 (except Styrofoam).

Contaminated Recyclable Material – Any Recyclable Material that does not conform to the standards for Acceptable Loads.

Contamination – Any material not included in the definition of Designated Recyclables.

Corrugated Cardboard – Containers having liners of either test liner, jute, or kraft.

Designated Facility – The Authority's Recovered Materials Processing Facility (RMPF), the Authority's transfer stations, a Private Commercial Materials Recycling Facility (PCMRF) designated by the Authority or any other sites designated by the Authority for recycling. The Authority reserves the right to add or delete approved facilities with reasonable notice.

Designated Recyclables – Fiber and Containers as defined herein or other materials as the Authority may designate.

Equivalent Residential Unit (ERU) – Single-Family and Mobile Homes equal 1 ERU, Multi-Family Homes equal 0.75 ERUs.

Fiber – Includes newspapers (including inserts), magazines and catalogs, phone books, Corrugated Cardboard, Mixed Paper, Sorted White Ledger, Sorted Office Paper, and kraft bags.

Mixed Paper – A mixture of various types and grades of paper including but not limited to: all office paper, colored paper, corrugated cardboard, envelopes (excluding envelopes with cellophane windows), junk mail, kraft bags, magazines, and catalogs. Mixed Paper does not include tissue or towel paper.

Municipal Solid Waste or MSW – Garbage, sewage, sludge, septage, rubbish, refuse, and other discarded solid or liquid materials resulting from domestic, industrial, commercial, agricultural, and governmental operations, but does not include solid or dissolved materials in domestic sewage, storm drainage, or other significant pollutants in water resources, such as silt, dissolved or suspended solids in industrial wastewater effluents, dissolved materials in irrigation return flows, or other common water pollutants.

Net Revenue – Residential Recovered Materials Revenue minus Processing Cost.

Private Hauler – Any for-profit person or entity providing collection of solid waste and/or recyclables for hire on a routine basis within the municipality.

Processing Cost – The sum(s) due and payable to the contract operator of the RMPF by the Authority.

Prohibited Material – Hazardous, medical or biological waste.

Public/Self Hauler – The municipality providing the collection of solid waste and recyclables using their own resources rather than using the hauling services of a Private Hauler.

Recovered Materials Processing Facility (RMPF) – A facility owned by the Authority that processes Recyclable Material.

Recyclable Material – Includes Containers and Fiber.

Residential Recovered Materials Revenue – Total earned revenue from the sale of designated Residential Recovered Materials.

Residential Recovered Materials – Designated Recyclables collected from residential units less Unacceptable Materials and Prohibited Materials delivered to Designated Facilities.

Self-Haul City – A municipality that collects its own Residential Recovered Materials and delivers it to the Authority or who uses a private contractor that collects its Residential Recovered Materials on dedicated routes and can positively demonstrate that they have collected and are delivering only that jurisdiction's Residential Recovered Materials to the Authority.

Sorted Office Paper – Office paper including letterhead, computer paper, legal paper, loose-leaf paper, copy and typing paper.

Sorted White Ledger – White ledger or computer printout paper.

Unacceptable Load – Any load of Designated Material delivered to a Designated Facility that is deemed not an Acceptable Load as defined herein.

Unacceptable Material – Any material other than Acceptable Material and Prohibited Material.

3. The purpose of this Agreement is to set forth the terms and conditions for the delivery of Municipal Solid Waste (MSW) to Designated Facilities and for the operation of a recycling program between the Authority and the CITY which upon execution by both parties shall automatically rescind the current interlocal agreement for the delivery of municipal solid waste to designated facilities and for a municipal recycling program and shall become effective upon filing with the Clerk of the Courts in accordance with Chapter 163, *Florida Statutes*.

4. The CITY agrees that all MSW and Designated Recyclables collected by or on behalf of the CITY shall be disposed of at a Designated Facility in accordance with this Agreement.

5. The CITY agrees to cooperate with the Authority to provide all necessary and required information to the Authority in a timely manner so that it can be determined if the CITY's MSW and Designated Recyclables are being delivered to a Designated Facility.

6. The Authority agrees to pay the CITY a minimum of 50% of the Net Revenues earned from the sale of Residential Recovered Materials attributable to the CITY on a quarterly basis. The actual percentage will be determined annually through the Authority's budget process. The Net Revenues to be shared will consist of the Residential Recovered Materials Revenues received by the Authority for each quarter less the Processing Cost for that quarter. That amount will be divided by the total tons received to determine an average price per ton and then multiplied by the adopted annual revenue share percentage to set the program price to be paid for the quarter. The Net Revenue distribution formula will be based on the number and type of residential units serviced by the CITY in relation to the total number of these units for all municipalities participating in this program or on the actual amount delivered for municipalities that haul their own material. Each participating municipality will either be classified as a Self-Haul City or a Combined-Haul City. Self- Haul Cities will receive a revenue share based on the actual weight of Acceptable Loads delivered to a Designated Facility. Combined-Haul Cities will share the balance of those net revenues based upon the proportion of their total ERUs serviced in comparison to the total ERUs serviced for all Combined-Hauler Cities in Palm Beach County.

7. The Authority agrees to maintain its Designated Facilities to ensure adequate capacity for the CITY's waste and residential recyclables to operate within all applicable local, state and federal environmental guidelines.

8. Collection of Designated Recyclables

   A. Residential

   Individual residents/homeowners shall be encouraged by the CITY to separate their MSW into recyclables and non-recyclables. Each residential unit or combination of units will receive from the Authority the appropriate type and number of reusable containers, in accordance with the countywide recycling program, into which Recyclable Materials will be deposited.

   Corrugated Cardboard shall be cut to an acceptable size and flattened, and for curbside residents, shall be set beside or in the same reusable container as the Fiber. Residents receiving containerized service may receive a separate container to be used for the collection of Corrugated Cardboard.

   The Authority retains the right to modify the manner in which materials are set out for collection with reasonable notice to the CITY. Notice for a substantial change in collection method shall be no less than one year.

   B. Commercial

   Individual businesses shall be encouraged by the CITY to separate their MSW into two categories: recyclable and non-recyclable. Businesses contracting for services will arrange with their service provider to receive one or more containers into which Recyclable Material may be deposited. Acceptable Materials for commercial recycling shall include: Containers, Corrugated Cardboard, Sorted White Ledger,

Mixed Paper, Sorted Office Paper, and any other materials agreed to in writing by the CITY and the Authority.

The Authority reserves the right to add or delete allowable Designated Recyclables and when doing so will provide the City with reasonable notice to make those changes.

9. Commercial Recycling Revenue Share

As a further incentive for the CITY to actively pursue commercial recycling, the Authority and the CITY may enter into a separate agreement to provide for payment to the CITY for all Acceptable Loads of agreed upon commercial Recyclable Materials. Types of commercial Recyclable Materials eligible for payment shall be determined by the Authority.

10. Transportation and Equipment

The CITY shall be responsible for having collected Designated Recyclables transported to a Designated Facility as defined herein. The Authority or its contractor shall receive, process, dispose of and/or recover all Designated Recyclables delivered by or on behalf of the CITY, at no charge to the CITY, except for Unacceptable Loads as described below. Collection equipment must be of a type to provide for rear, side or front unloading and may be compartmentalized or in separate vehicles.

11. Improperly Prepared and Sorted Recyclable Materials

When a collector's crew encounters improperly prepared and sorted materials or non-recyclable items, they must follow this procedure:

A. The collector shall pick up all Designated Recyclables except for Contaminated Recyclable Material or those which cannot be safely retrieved from the reusable containers. Improperly prepared and sorted materials or contamination will be left in the reusable containers or temporarily removed and returned to the reusable containers. The collector shall leave an Authority and/or CITY approved form on the material or in the container. The form will notify the resident or business that material has not been properly sorted, and will provide contact information for the CITY or Authority recycling coordinator for further information. Upon request of the CITY, the Authority will provide rejection procedure training for the route drivers. The Authority and the CITY will consult and evaluate the extent of the need for such training, which shall be provided by the Authority.

As a means of strengthening the CITY's ability to have its collector fulfill the CITY's recycling needs, the CITY agrees to notify the Authority when preparing the CITY's future Request for Proposals or Bid for collection services.

B. It shall be the responsibility of the CITY or its Private Hauler to contact residents or businesses that repeatedly place improperly sorted materials in their designated container and inform and encourage them to properly sort materials. If the problem

persists, the CITY shall notify the Authority, who shall then assist the CITY in resolving the problem.

12. Recycling Containers

The Authority shall provide yellow and blue eighteen (18) and ninety-six (96) gallon recycling containers. The yellow and blue colors reflect a consistent educational advertising effort through TV commercials, newsprint, radio, mailer, or other source. It is the CITY's responsibility to make sure it or its Private Hauler has equipment compatible to provide proper collection of these recycling containers without damage. The CITY or its Private Hauler shall be responsible for replacement of any recycling container(s) damaged during service at no cost to the Authority. The Authority reserves the right to add or delete different size containers and when doing so will provide the City with reasonable notice to make those changes.

13. Compliance with Zoning Ordinances

Any transfer, processing, disposal and/or storage of Municipal Solid Waste and Recyclable Materials shall be undertaken at a Designated Facility that complies with all local zoning ordinances and any other applicable local and state statutes, ordinances, and regulations.

The CITY further agrees to use its best efforts to amend or modify its appropriate zoning, building, or land development code to require new multi-family or commercial developments to provide adequate space for recycling containers.

14. Delivery of Unacceptable Loads

If the City delivers a load of Designated Recyclables that is deemed to be an Unacceptable Load, the CITY or its Private Hauler will be charged the actual disposal cost for any rejected load due to Contamination or equipment failure. The Authority will notify the CITY or its contractor immediately of an Unacceptable Load. If the problem of Unacceptable Loads persists (more than two times in a month), the Authority may elect to monitor the route for proper sorting and tagging procedures, and/or make recommendations to the CITY.

15. Promotion and Education Responsibilities

The Authority will provide recycling containers and assist in promoting and educating residents within the CITY in an effort to increase recyclable tonnages and reduce Contamination.

16. Delivery of Designated Recyclables

The CITY agrees that it shall require that all Designated Recyclables separated from the normal Municipal Solid Waste stream that are collected by or on behalf of the CITY be delivered to Designated Facilities as defined herein. The CITY will take such action as is

necessary and available to ensure against and prevent scavenging and unauthorized removal of such recyclables within the jurisdiction of the CITY.

17. Term

This Agreement shall begin on the later of its effective date or October 1, 2020, and continue through the following September 30, 2021 and shall automatically be renewed for successive annual periods. Either party may terminate this Agreement on any October 1st by delivering written notice received by the other party prior to the preceding May 1st. The Authority will continue to provide the necessary recycling containers and ongoing education and advertising as provided in this Agreement. Notwithstanding termination, any rights or duties imposed by law shall remain in effect.

18. Change in Law

In the event any change in law abrogates or modifies any provisions or applications of this Agreement, the parties hereto agree to enter into good faith negotiations and use their best efforts to reach a mutually acceptable modification of this Agreement.

19. Notices

All formal notices affecting the provisions of this Agreement shall be delivered in person or be sent by registered or certified mail to the individual designated below, until such time as either party furnishes the other party written instructions to contact another individual.

For the Authority:
Solid Waste Authority of Palm Beach County
7501 North Jog Road
West Palm Beach, Florida 33412
Attention: Executive Director

For the CITY:
City of Riviera Beach
600 W. Blue Heron Blvd.
Riviera Beach, FL 33404
Attention: City Manager

20. If any clause, section, or provision of this Agreement shall be declared to be unconstitutional, invalid or unenforceable for any cause or reason, or is abrogated or negated by a change in law, the same shall be eliminated from this Agreement, and the remaining portion of this Agreement shall be in full force and effect and be valid as if such invalid portions thereof had not been incorporated herein.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement effective as of the day and year first above written:

As to the Authority:

WITNESSES:

SOLID WASTE AUTHORITY OF PALM BEACH COUNTY

Daniel Pellowitz, Executive Director

Date: 5/3/2022

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

(See attached)
General Counsel to the Authority

Date:

SOLID WASTE AUTHORITY OF PALM BEACH COUNTY

Sandra J. Vassalotti, Clerk to the Authority

Date: 05/03/2022

(Affix SWA Seal)

ATTEST:

T. Smith for
Claudene L. Anthony
Certified Municipal Clerk

(Affix Municipal Seal)

As to the CITY:

Ronnie L. Felder
Mayor

APPROVED AS TO TERMS AND CONDITIONS

Elizabeth T. McBride, Deputy City Manager

Date 02/17/2022

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Dawn S. Wynn, City Attorney

Date 1/19/2022

City of Riviera Beach

To: Honorable Mayor, Chairperson, and City Councilmembers

From: Debrah Hall, City Clerk

Through: William Wilkins, Interim City Manager

Subject: **Presentation from the Palm Beach County Commission on Ethics.**

Date: June 03, 2026

CC: General Public

Background:

The mission of the Palm Beach County Commission on Ethics is to foster integrity in public services, to promote the public's trust and confidence in that service, and to prevent conflicts between private interests and public duties. Gina Levesque has served the Commission on Ethics (COE) since its inception in 2010. With over 25 years of exceptional service and experience in the legal and law enforcement fields, Ms. Levesque oversees the daily operations of the Intake and Compliance section, which includes duties related to COE governance; communicating the COE's ethical standards, policies, and regulations to employees, government officials, community leaders, and the general public; ensuring the prompt and thorough review of compliance-related matters; and tracking efforts to measure effectiveness, efficiency, and quality of services and participates in COE initiatives and associated activities. Prior to her employment with the COE, Ms. Levesque was a law enforcement and correctional officer working for the Broward County Sheriff's Office and the City of Lauderhill and served as a legal assistant in the homicide division at the Office of the State Attorney, 15th Judicial Circuit. Ms. Levesque graduated with a B.S. in Education from Southern Illinois University at Edwardsville. Ms. Levesque is also a Certified Fraud Examiner and serves as an active member of the Florida Region 7 All Hazards Incident Management Team.

City Goals:

The Citywide Goal is to Enhance Government Stewardship.

Fiscal/Budget Impact:

There is no fiscal impact.

Recommendation:

Staff recommends a Motion that the City Council receive the presentation from the Palm Beach County Commission on Ethics.

Attachments:

N/A

City of Riviera Beach

To: Honorable Mayor, Chairperson and City Councilmembers

From: KaShamba Miller-Anderson, Councilperson

Through: William Wilkins, Interim City Manager

Subject: **Presentation and Recognition of the 2025–2026 Graduating Cohort of the Riviera Beach Youth Council.**

Date: June 03, 2026

CC: General Public

Background:

The Riviera Beach Youth Council is a civic initiative empowering students to engage directly with municipal government and address youth-specific concerns. Open to local residents in grades 9–12, the Council serves as an advisory group that promotes civic participation, leadership skills, and community advocacy.

Throughout the program year, members participated in focused leadership training, municipal education workshops, and community projects. Participants earned certified service hours, received guidance from City staff, and were awarded a $500 stipend after completing the program. These opportunities immersed students in city operations, strengthening their skills in public service, communication, and advocacy.

The Youth Council's mission emphasizes empowerment, advocacy, and leadership, aligning with recommendations from the Florida League of Cities and the National League of Cities, both of which endorse youth councils for elevating youth voices and fostering future civic leaders.

The 2025–2026 cohort reinforces the City's commitment to nurturing compassionate, civically engaged youth. This agenda item recognizes their accomplishments and marks the successful

completion of their inaugural program year.

City Goals:

The Citywide Goals are Strengthening Community Engagement and Building Great Neighborhoods.

Fiscal/Budget Impact:

There will be no fiscal impacts.

Recommendation:

Staff recommends a Motion that the City Council receive this Presentation.

Attachments:

N/A

City of Riviera Beach

To: Honorable Mayor, Chairperson and City Councilmembers

From: KaShamba Miller-Anderson, Councilperson

Through: William Wilkins, Interim City Manager

Subject: **Presentations of 2026 Youth Council Applicants.**

Date: June 03, 2026

CC: General Public

Background:

The 2026 Youth Council Applicant Presentations highlight students who have applied to serve on the Riviera Beach Youth Council, a civic leadership initiative that engages local youth in municipal government, leadership development, and community advocacy. This presentation provides an overview of the applicant pool and supports the City's continued commitment to youth engagement and leadership cultivation.

City Goals:

The Citywide Goals are Strengthening Community Engagement and Building Great Neighborhoods.

Fiscal/Budget Impact:

There will be no fiscal impacts.

Recommendation:

Staff recommends a Motion that the City Council receive this Presentation.

Attachments:

N/A

City of Riviera Beach

To: Chairperson and City Council

From: Honorable Mayor Douglas Lawson

Through: Willian E. Wilkins, Interim City Manager

Subject: **Resolution from the Office of the Mayor honoring the life of Betty Kendrick**

Date: June 03, 2026

CC: General Public

Background:

Betty Bowers Kendrick, RN, CPPT, of Riviera Beach, Florida, passed away peacefully on March 28, 2026. Born on November 18, 1939, to Rossie Bowers and Rosa Mae Jackson, Betty lived a life marked by faithful service, quiet strength, and lasting impact. Betty was a distinguished public servant, healthcare professional, fiduciary leader, and business executive whose life reflected a deep commitment to service, leadership, and stewardship.

A Registered Nurse licensed in the State of Florida since April 8, 1985, she has devoted more than 40 years to the nursing profession. Betty began her career at Good Samaritan Hospital, where she quickly distinguished herself through clinical excellence and leadership. She later served with the Palm Beach County Sheriff's Office, continuing her nursing work in a demanding public-sector environment. At both institutions, she served as a Supervisor of Nursing, mentoring staff and upholding high standards of patient care and professional accountability. She concluded her nursing career in private duty nursing, while also training and mentoring other nurses. Beyond healthcare, Betty was a co-founder of NuJak Construction of South Florida, which she started alongside her son. She served as Vice President for five years, helping establish the company's early foundation, governance, and culture of integrity.

A cornerstone of her civic legacy was her service on the City of Riviera Beach General Employees Pension Board, where she served continuously from 1995 to 2026. After earning her designation as a State of Florida Certified Public Pension Trustee in 1999, she remained committed to fiduciary excellence and best practices. She was reappointed multiple times by former Mayor Reverend Thomas Masters and former Mayor Ronnie Felder, a reflection of the trust placed in her leadership and judgment.

In 2000, Betty was elected Chairman of the General Employees Pension Board, a role she held for more than two decades. She provided steady, principled leadership marked by transparency, fiscal responsibility, and long-term pension fund stability. While building her professional career and serving the community, Betty remained deeply devoted to her family. She raised five children—Bonnie, Frances, Brenda, Frank, and Charisma—instilling in them values of faith, perseverance, and service. She was also a proud grandmother to eleven grandchildren and seven great-grandchildren.

Central to Betty's life was her faith in God. For nearly 50 years, she served faithfully at Greater Bethel Primitive Baptist Church, including more than 40 years in the Nurses Guild. Through her ministry and service, she touched countless lives and remained a steady spiritual influence within her church and community.

City Goals:
The Citywide Goal is to Build Great Neighborhoods.

Fiscal/Budget Impact:
There is no fiscal impact

Recommendation:
Staff recommends that the City Council receive this Presentation.

Attachments:
1. Resolution_-_Betty_Kendrick.docx

From the Office of the Honorable Mayor Douglas Lawson
City of Riviera Beach, Palm Beach County, Florida

A Resolution Honoring the Life and Legacy of Betty Kendrick

Whereas, Mrs. Betty Kendrick has been a cherished resident of the City of Riviera Beach for more than 60 years, and the City is privileged to be served by individuals whose lives exemplify compassion, integrity, dedication, and steadfast advocacy on behalf of others; and

Whereas, Mrs. Betty Kendrick faithfully served on the Riviera Beach General Employees Pension Board 1995 - 2026, dedicating an extraordinary lifetime of selfless service while tirelessly advocating for and supporting the employees of the City of Riviera Beach; and

Whereas, as Chairman of the Riviera Beach General Employees Pension Board from the year 2000 - 2026, Mrs. Betty Kendrick provided exemplary leadership and unwavering commitment, and through her diligence, expertise, and fiscal stewardship, was instrumental in preserving the financial integrity of the pension fund and saving thousands of dollars in fees over the years; and

Whereas, as a State of Florida Certified Public Pension Trustee 1999 - 2026, Mrs. Betty Kendrick demonstrated professionalism, knowledge, and sound judgment, and her advocacy, encouragement, and generosity uplifted countless individuals and provided reassurance and stability during critical times; and

Whereas, the enduring legacy of Mrs. Betty Kendrick reflects the highest ideals of public service that define the spirit of Riviera Beach, and her leadership and example will continue to inspire future generations; and

Whereas, it is with deep sorrow and profound respect that the City of Riviera Beach cherishes Mrs. Betty Kendrick, while celebrating a life of extraordinary service, unwavering dedication, and lasting impact on the community.

Now therefore, I, Douglas Lawson, Mayor of the City of Riviera Beach, Florida, on behalf of the City Council and all residents, do hereby honor and celebrate the life and legacy of Mrs. Betty Kendrick, recognizing her extraordinary dedication, decades of distinguished leadership, and the profound and lasting impact she has made upon our community.

Be it further resolved that the City of Riviera Beach extends its support to the family, friends, and loved ones of Mrs. Betty Kendrick during this time and expresses its gratitude for her remarkable contributions to the City.

In witness whereof, I have hereunto set my hand this 3rd day of June, 2026.

_____
Douglas Lawson, Mayor

ATTEST:

_____
Debrah Hall, City Clerk

City of Riviera Beach

To: Honorable Mayor, Chair Person and City Council Members

From: Clarence Sirmons, Director of Development Services, AICP

Through: William Wilkins, Interim City Manager

Subject: **Ordinance 4284: An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date and for other purposes.**

Date: June 03, 2026

CC: General Public

Background:

The City of Riviera Beach has selected CORE and PGAL Inc. as the design-build team for the development of a new Police Headquarters Complex. This state-of-the-art facility is proposed to be located at the site of the former Barracuda Bay Aquatic Center, along Blue Heron Boulevard. The redevelopment project will include two principal buildings: a two-story administrative headquarters fronting Avenue S and a single-story vehicle evidence building with a high-bay firing range fronting Blue Heron Boulevard. The site design incorporates secured police parking, public parking along Avenue S, and a designated vehicle storage area, which also serves as a buffer to the firing range. This project was initiated through the City's formal procurement process (RFQ No. 1104-23-4) and has undergone collaborative planning, including site visits to comparable facilities and several coordination meetings with City

officials and the Police Department. The primary objective of this project is to provide a resilient, modernized, and community-accessible municipal facility that can support the operational needs of the Police Department for the next 50 years. The proposed design reflects key municipal priorities, including storm-hardened construction, public safety, sustainability, and aesthetic alignment with the City's existing civic architecture. The site plan also includes extensive landscape and irrigation enhancements, emphasizing native vegetation, Florida-Friendly landscaping, CPTED (Crime Prevention Through Environmental Design) principles, and functional open spaces. Notably, the landscape area exceeds code requirements, with 40.5% of the site dedicated to green space, well above the 20% minimum.
The project is consistent with the City's vision for municipal redevelopment and supports ongoing efforts to provide high-quality public services in a secure, accessible, and aesthetically cohesive environment. The requested abandonment is for two right-of-ways that are no longer utilized. Based on the comprehensive review and confirmation of code compliance, staff recommends approval of this abandonment application related to the Riviera Beach Police Headquarters Complex. Per Section 26-66 – Relocation, Use of and Abandonment of Public Right-of-Way (d)(3), Privilege Fee: Any petition made on behalf of the City shall not be required to provide a privilege fee. The Planning & Zoning Board reviewed AB-25-0002 on August 14, 2025, and recommended approval to the City Council.
This item was approved on first reading on November 3, 2025, and on second reading on November 17, 2025. It is now required to be heard again to correct several legal deficiencies in the process including advertisements and implementing Ordinance.
The Planning and Zoning board reviewed on May 14, 2026 and recommends approval to the City Council.
City Council approved Ordinance 4284 on first reading on May 20th, 2026.

City Goals:
The Citywide goal is to build great neighborhoods.

Fiscal/Budget Impact:
No Fiscal/Budget Impact

Recommendation:
Staff recommends a Motion to approve Ordinance Number 4284.

Attachments:
1. Ordinance_Number_4284_Final
2. Staff Report-Police HQ.docx
3. Uniform Land Use Application.pdf
4. Project Narrative.pdf
5. Warranty Deed.pdf
6. Legal Description.pdf

7. Survey.pdf
8. Plat.pdf
9. Site Plan.pdf
10. TPS Letter.pdf
11. Agent Authorization.pdf
12. Sign Notification Affidavits
13. Mailer Notification Affidavit
14. Riviera Beach business-impact-estimate-Ordinance 4284.docx
15. Legal Ad - Police.pdf

ORDINANCE NO. 4284

An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date, and for other purposes.

WHEREAS, the City's Code of Ordinances and Comprehensive Plan controls and directs the development of the land within the municipal limits of the City of Riviera Beach by way of text and maps; and

WHEREAS, the City of Riviera Beach is the owner of the property generally located at 1621 West Blue Heron Boulevard, which is the site of the former Barracuda Bay Aquatic Center, its parking lot, a former community garden/fire station parcel, and the abandoned public rights-of-way formerly known as and platted as Perry Street and Arcand Street consisting of roughly 4.56 acres of land (the "**Property**" hereafter), ; and

WHEREAS, it is the goal of the City to redevelop the Property with a new Police Department Headquarters to serve the residents and visitors of Riviera Beach, providing protection of life and property 24 hours a day, 365 days a year, through the delivery of the highest quality emergency and non-emergency services; and

WHEREAS, the Property currently has a Future Land Use designation of Recreation (REC) (with no designation for the abandoned rights-of-way), which must be amended to Community Facilities (CF) to correspond with and support the planned development of the new Police Department Headquarters, as well as the long-term use of the Property as a community facility; and

WHEREAS, the Planning and Zoning Board reviewed the proposed Future Land Use Map amendment (LU-25-0003) at its meeting on April 9, 2026, and voted to recommend that the City Council approve the amendment to change the designation of the Property from Recreation (REC) to Community Facilities (CF) in support of the development of the new Police Department Headquarters; and

WHEREAS, the City Council of the City of Riviera Beach finds that the proposed Future Land Use Map amendment and development of the new Police Department Headquarters serve a valid public purpose by enhancing public safety, improving municipal services, and promoting the public health, safety, morals, and general welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated into this Ordinance by reference as true and correct findings of the City Council of the City of Riviera Beach.

Section 2. Amendment. The Future Land Use designation for the Property as further shown on the location map attached as Attachment "A"; as described in the legal description attached as Attachment "B"; and as further illustrated in Attachment "C", is hereby amended from Recreation (REC) to Community Facility (CF) to allow for the development of the Riviera Beach Police Headquarters Complex. Attachments "A", "B", and "C" are incorporated into this Ordinance by reference.

Section 3. Applicability. This Ordinance shall apply to the Property as legally described herein and in the associated application (LU-25-0003). All development on the Property shall comply with the Community Facilities (CF) designation and all applicable provisions of the City's Comprehensive Plan and Code of Ordinances.

Section 4. Conflicts. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 5. Severability. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

Section 6. Codification. The provisions of this Ordinance shall become and be made a part of the City's Comprehensive Plan.

Section 7. Effective Date. This Ordinance shall become effective pursuant to section 163.3187 (5)(c), Florida Statutes. Upon the effective date, the City's Comprehensive Plan Future Land Use Map shall be amended to reflect the Property's land use designation.

PASSED AND APPROVED on 1st reading on this ____ day of _____ 2026

PASSED AND ADOPTED on 2nd reading on this ____ day of _____ 2026.

The remainder of this page is intentionally left blank.

APPROVED:

Douglas Lawson
Mayor

Bruce Guyton
Chairperson

ATTEST:

Glen Spiritis
Chair Pro Tem

Debrah Hall
City Clerk
Certified Municipal Clerk

Shirley Lanier
Councilperson

KaShamba Miller-Anderson
Councilperson

Fercella Davis-Panier
Councilperson

1ST READING		**2ND & FINAL READING**	
MOTIONED BY:	_____	**MOTIONED BY:**	_____
SECONDED BY:	_____	**SECONDED BY:**	_____
B. GUYTON	___	**B. GUYTON**	___
K. MILLER-ANDERSON	___	**K. MILLER-ANDERSON**	___
S. LANIER	___	**S. LANIER**	___
G. SPIRITIS	___	**G. SPIRITIS**	___
F. DAVIS-PANIER	____	**F. DAVIS-PANIER**	___

Reviewed as to Legal Sufficiency:

_____

Dawn S. Wynn
City Attorney

Date: _____

ATTACHMENT A

LOCATION MAP

ATTACHMENT B

LEGAL DESCRIPTION:

BARRACUDA BAY PARCEL

LOTS 1 TO 18, BLOCK 7, INCLUSIVE, LOTS 39 TO 48, BLOCK 7, INCLUSIVE, LESS THE WEST 12.50 FEET OF LOTS 18 AND 39, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHEAST CORNER OF LOT 8, OF SAID BLOCK 7, THENCE ALONG THE EAST LINE OF SAID BLOCK 7 THENCE SOUTH 01°13'34" WEST, A DISTANCE OF 210.00 FEET TO THE SOUTH LINE OF SAID BLOCK 7, THENCE ALONG SAID SOUTH LINE NORTH 88°23'29" WEST, 337.50 FEET TO A LINE BEING 12.50 FEET EAST OF AND PARALLEL TO THE WEST LINE OF LOT 39, OF SAID BLOCK 7, NORTH 01°13'34" EAST 210.00 FEET TO THE NORTH LINE OF SAID BLOCK 7, THENCE ALONG SAID NORTH LINE SOUTH 88°23'29" EAST (BEARING REFERENCE) 337.50 FEET TO THE POINT OF BEGINNING, SAID LANDS LYING AND BEING IN THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA.

LESS AND EXCEPT THAT PARCEL CONVEYED TO THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION BY DEED RECORDED IN OFFICIAL RECORDS BOOK 28366, PAGE 171, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

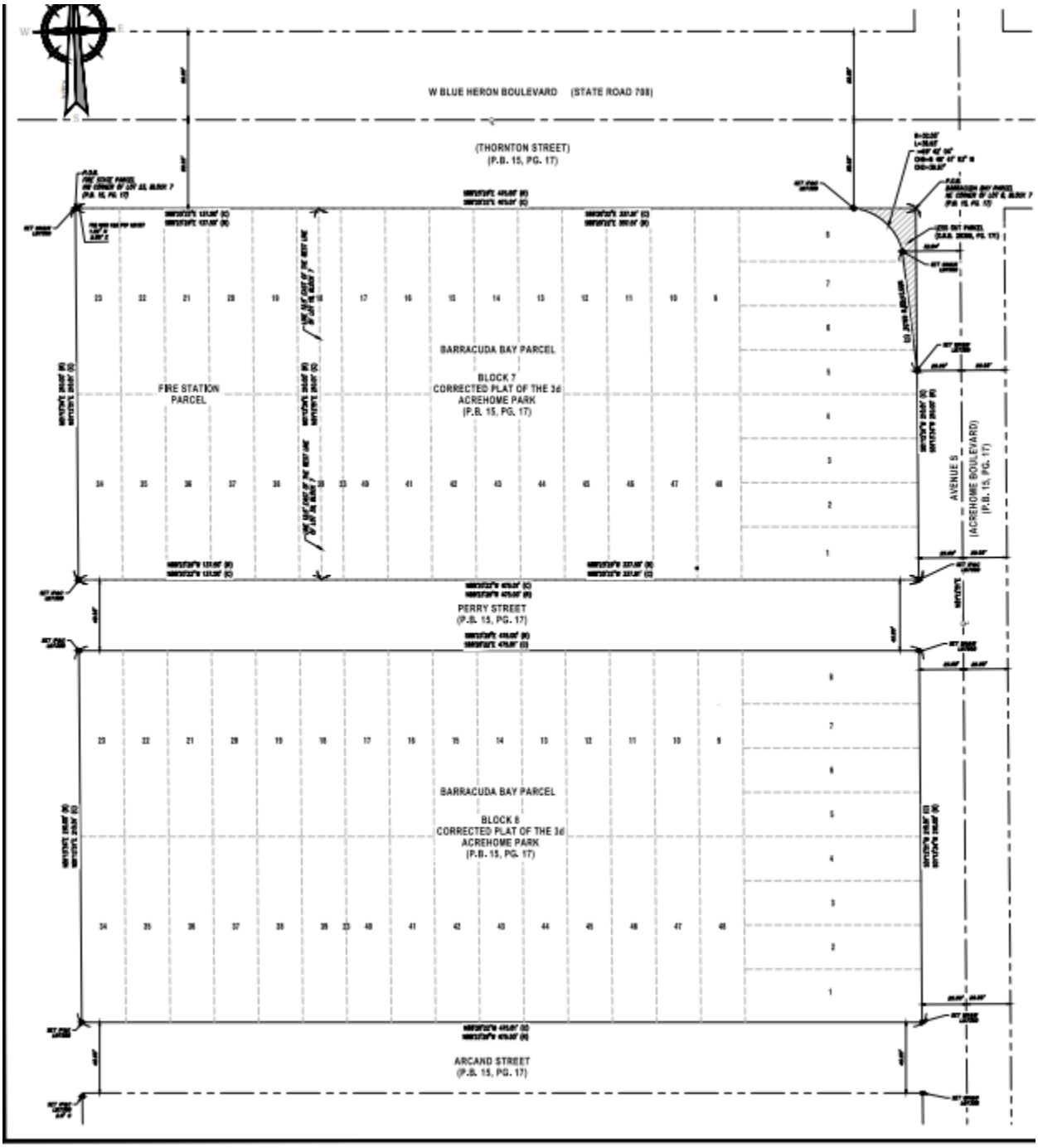
TOGETHER WITH:
LOTS 1 THROUGH 23, AND LOTS 34 THROUGH 48, BLOCK 8, OF THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

TOGETHER WITH:
FIRE STATION PARCEL

LOTS 19 TO 23, BLOCK 7, INCLUSIVE, LOTS 34 TO 38, BLOCK 7, INCLUSIVE, AND THE WEST 12.50 FEET OF LOTS 18 AND 39, BLOCK 7, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHWEST CORNER OF LOT 23, OF SAID BLOCK 7, THENCE ALONG THE NORTH LINE OF SAID BLOCK 7 THENCE SOUTH 88°23'29" EAST (BEARING REFERENCE), A DISTANCE OF 137.50 FEET TO A LINE BEING 12.50 FEET EAST OF AND PARALLEL TO THE WEST LINE OF LOT 18, BLOCK 7, THENCE SOUTH 01°13'34" WEST, 210.00 FEET TO THE SOUTH LINE OF SAID BLOCK 7, THENCE ALONG SAID SOUTH LINE NORTH 88°23'29" WEST, 137.50 FEET TO THE WEST LINE OF LOT 34, BLOCK 7, THENCE ALONG SAID WEST LINE NORTH 01°13'34" EAST, 210.00 FEET TO THE POINT OF BEGINNING, SAID LANDS LYING AND BEING IN THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA.

ATTACHMENT C



CITY OF RIVIERA BEACH STAFF REPORT
CASE NUMBERS: SP-25-0007 & LU-25-0003
NEW POLICE HQ

A SITE PLAN AND FUTURE LAND USE AMENDMENT REQUEST

RESOLUTION NO. 90-25

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Site Plan application (SP-25-0007) submitted by Core and PGAL, Inc. on behalf of the City of Riviera Beach, for the construction of a new Police Department Headquarters generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way, providing for conditions of approval, providing for an effective date, and for other purposes.

ORDINANCE NO. 4284

An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date, and for other purposes.

Applicant and Request:
CORE and PGAL Inc. ("Applicants") are proposing the development of a new Police Headquarters facility to be located along Blue Heron Boulevard in the City of Riviera Beach. The proposed redevelopment includes two principal buildings: a **two-story administrative headquarters** fronting Avenue S, and a **single-story vehicle evidence and firing range building** fronting Blue Heron Boulevard, strategically set back from Avenue S to incorporate a landscaped buffer.

The project also includes **secured parking** for law enforcement personnel and **public parking** accessible from Avenue S. A designated vehicle storage area will be located between Blue Heron Boulevard and the firing range building to serve as a buffer and minimize visual and noise impacts along the corridor.

Accordingly, the applicant is respectfully requesting **site plan approval** in accordance with the requirements of the City's Code of Ordinances.

A. Property Description

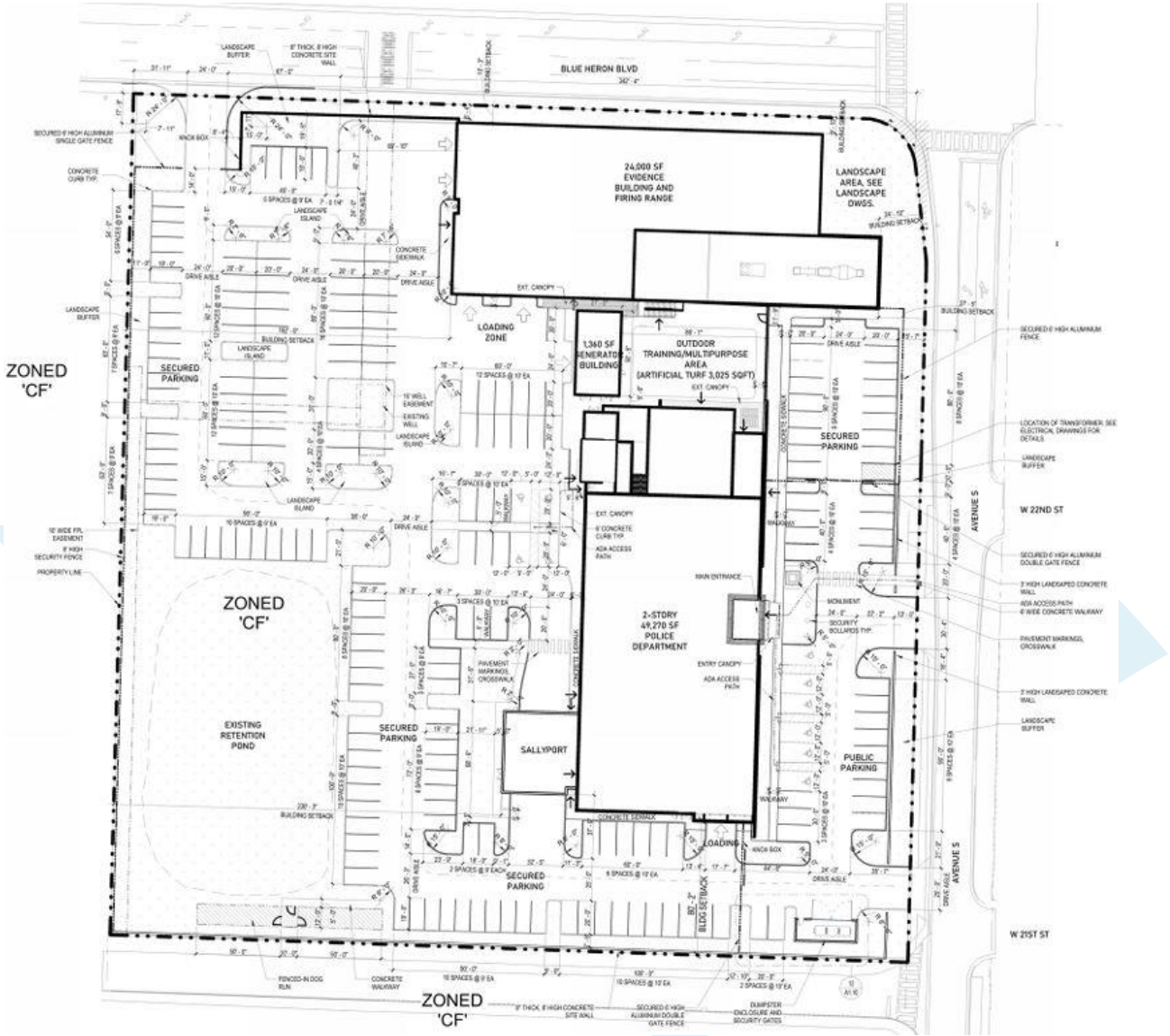
Property	Existing Land Use	Existing Zoning
56-43-42-29-04-007-0010	Recreational (REC)	Community Facility (CF)
56-43-42-29-04-007-0181	Recreational (REC)	Community Facility (CF)
56-43-42-29-04-008-0010	Recreational (REC)	Community Facility (CF)

B. Surrounding Land uses and Zoning

Direction	Existing Use	Future Land Use	Zoning
North	Residential	Office (OFF)	Single Family (RS-8)
East	Commercial	Commercial (COM)	Neighborhood Commercial (CN)
West	Educational	Community Facilities (CF)	Community Facilities (CF)
South	Educational	Community Facilities (CF)	Community Facilities (CF)

C. Map Location

D. Proposed Site Plan



E. Background and Justification

The City of Riviera Beach has selected CORE and PGAL Inc. as the design-build team for the development of a new Police Headquarters Complex. This state-of-the-art facility is proposed to be located at the site of the former Barracuda Bay Aquatic Center, along Blue Heron Boulevard. The redevelopment project will include two principal buildings: a two-story administrative headquarters fronting Avenue S and a single-story vehicle evidence building with a high-bay firing range fronting Blue Heron Boulevard. The site design incorporates secured police parking, public parking along Avenue S, and a designated vehicle storage area which also serves as a buffer to the firing range.

This project was initiated through the City's formal procurement process (RFQ No. 1104-23-4) and has

undergone collaborative planning, including site visits to comparable facilities and several coordination meetings with City officials and the Police Department. The primary objective of this project is to provide a resilient, modernized, and community-accessible municipal facility that can support the operational needs of the Police Department for the next 50 years.

The proposed design reflects key municipal priorities, including storm-hardened construction, public safety, sustainability, and aesthetic alignment with the City's existing civic architecture. The site plan also includes extensive landscape and irrigation enhancements, emphasizing native vegetation, Florida-Friendly landscaping, CPTED (Crime Prevention Through Environmental Design) principles, and functional open spaces. Notably, the landscape area exceeds code requirements, with 40.5% of the site dedicated to green space, well above the 20% minimum.

The project is consistent with the City's vision for municipal redevelopment and supports ongoing efforts to provide high-quality public services in a secure, accessible, and aesthetically cohesive environment.

F. Related Planning Applications

Replat Application PA-25-0005:

The proposed Riviera Beach Police Headquarters will be constructed on the site of the existing aquatic park and parking lot, which spans three separate parcels and two street rights-of-way (ROWs). This replat application seeks to unify the parcels and ROWs into a single legal lot to support the redevelopment.

Land Use Amendment LU-25-0003:

This application proposes a land use amendment to change the Future Land Use designation from Recreational (REC)—which is consistent with the former Barracuda Bay Aquatic Center—to Community Facility (CF), a designation that aligns with the intended use of the property as the new Police Department Headquarters

Abandonment AB-25-0002:

The abandonment of 2 unused ROWs will unify the property, eliminate conflicting internal boundaries, and allow for the efficient design and construction of the new police facility, including its associated parking, secured vehicle storage, and landscape buffers.

G. Staff Analysis and Recommendation

Staff Analysis:

The proposed development of the Riviera Beach Police Headquarters has been reviewed by all relevant City departments and third-party reviewers, including planning and zoning, engineering, building, and utilities. The application has been found to be in compliance with all applicable provisions of the City’s Code of Ordinances, with particular consistency noted under **Chapter 31 – Zoning**.

The project meets the intent and requirements of the **Community Facility (CF)** zoning district, which allows for government and public safety facilities. The proposed site layout, building design, access, parking, and landscaping all adhere to applicable code standards, and the plans reflect strong coordination

among City staff, the design-build team, and the Police Department to ensure operational functionality, security, and long-term sustainability.

The site design thoughtfully incorporates CPTED (Crime Prevention Through Environmental Design) principles, clear sight lines, durable public infrastructure, and a high-quality Florida-Friendly landscape plan.

Recommendation:
The Planning and Zoning Board reviewed Site Plan Application SP-25-0007, Future Land Use Amendment Application LU-25-0003 On May 14, 2026, and voted to recommend that the City Council approve of these 2 applications.

recommends **approval** to the City Council with the following conditions:

1. Construction and landscaping improvements must be initiated within 18 months of the effective date of this Resolution in accordance with Section 31-60(b), of the City Code of Ordinances. Demolition, site preparation and/or land clearing shall not be considered construction. Building permit application and associated plans and documents shall be submitted in its entirety and shall not be accepted by City staff in a partial or incomplete manner.

2. City council authorizes City staff to approve future amendments to this site plan administratively so long as the site plan does not deviate greater than 15% from the originally approved site plan.

3. This development must receive final Certificate of Occupancy from the City for all buildings approved within five years of the approval of the adopting resolution or the adopting resolution shall be considered null and void, requiring the applicant to resubmit application for site plan and special exception approval and re-initiate the site plan approval process.

4. All future advertising must state that the development is located in the City of Riviera Beach. Fees and penalties in accordance with City Code Sec. 31-554 will be levied against the property owner and/or business for violation of this condition.

5. The design team shall meet with the police department to determine if additional bollards are needed in front of the building on Avenue S, and the project will provide enhanced lighting at the corner of Blue Heron and Avenue S within the landscaped area in the construction plans.

6. Once approved, this resolution shall supersede any previous site plan approval resolutions associated with this property, causing previous site plan approval resolutions to be null and void.

For Staff Use Only

City of Riviera Beach Community Development Department 600 W. Blue Heron Boulevard Riviera Beach, Florida 33404 Phone: (561) 845-4060 Fax : (561) 845-4038	**Date:** **Case Number:** **Project Title:** **Fee Paid:** **Notices Mailed:** **1st Hearing:** **2nd Hearing:** **Publication Dates (if required)**

UNIFORM LAND USE APPLICATION

(Please attach separate sheet of paper for required additional information)
Complete appropriate sections of Application and sign.

APPLICANT

Name of Property Owner(s): City of Riviera Beach

Mailing Address: PO Box 10682 West Palm Beach, FL 33419-0682

Property Address: 1621 W. Blue Heron Blvd Riviera Beach, FL 33404

Name of Applicant (if other than owner): Joby L. Balint / PGAL, Inc

Home: (954) 398-4099 Work: (561) 322-1074 Fax: ( )

E-mail Address: jbalint@pgal.com

PLEASE ATTACH LEGAL DESCRIPTION

PROPERTY

Future Land Use Map Designation: REC Current Zoning Classification: CF

Square footage of site: 236,375 Property Control Number (PCN): 56434229040070010

Type and gross area of any existing non residential uses on site: Approximately 16,250 sf in buildings and pools at Barracuda Bay Aquatic Center to be demolished.

Gross area of any proposed structure: 74,630

Is there a current or recent use of the property that is/was in violation of City Ordinance? [ ] Yes [✓] No

If yes, please describe:

Have there been any land use applications concerning all or part of this property in the last 18 months? [ ] Yes [✓] No

If yes, indicate date, nature and applicant's name:

Briefly describe use of adjoining property: North: Blue Heron and single family homes

South: Suncoast Community High School

East: Avenue S; light commercial, church and single family homes

West: John F Kennedy Middle Scholle

REZONE

Requested Zoning Classification: CF

Is the requested zoning classification contiguous with existing? Yes, already CF

Is a Special Exception necessary for your intended use? [ ] Yes [✓] No

Is a Variance necessary for your intended use? [ ] Yes [✓] No

FUTURE LAND USE

Existing Use: REC / Aquatic Center Proposed Use: CF - Police Headquarters

Land Use Designation: REC Requested Land Use: CF

Adjacent Land Uses: North: OFF South: CF

East: COM, CF, SF West: CF

Size of Property Requesting Land Use Change: 236,375 sf

SPECIAL EXCEPTION

Describe the intended use requiring a Special Exception: Not Required

Provide specific LDR ordinance section number and page number:

How does intended use meet the standards in the Land Development Code?

Demonstrate that proposed location and site is appropriate for requested use:

Demonstrate how site and proposed building(s) have been designed so they are compatible with adjacent uses and neighborhoods:

Demonstrate any landscaping techniques to visually screen use from adjacent uses:

Demonstrate what is proposed to reduce the impact of any potential hazards, problems, public nuisances generated by use:

Demonstrate how utilities and other service requirements of the use can be met:

Demonstrate how the impact of traffic generated will be handled:

On-site:

Off-Site:

Other:

VARIANCE

Describe the Variance sought: Not Required

Demonstrate that the Variance is needed to overcome a hardship caused by the unique physical conditions of the site:

Specify the minimum Variance requirements including: height, lot area, size of structure, size of yard, setback, buffer or open space:

Other:

SITE PLAN

Describe proposed development:

New Riviera Beach Police Headquarters with separate building for vehicle evidence processing, storage and firing range. Parking will be a surface lot.

Demonstrate that proposed use is appropriate to site:

The site is currently zoned for Community Facilities owned by the City of Riveria Beach. The new site redevelopment will be the Police Headquaters for Riviera Beach, which is a permitted use in Zoning CF.

Demonstrate how drainage and paving requirement will be met:

The intent is to reuse the existing dry retention area in the SW corner of the site. The existing parking lot will be reconfigured and expanded to meet the needs of Riviera Beach Police. New underground exfilitration pipe will be provided.

Demonstrate any landscaping techniques to visually screen use from adjacent uses:

The proposed Landscape Plan is being designed to specifically meet the conditions of the site and will meet the City of Riveria Beach's Landscape Code. The design will be aesthetically pleasing to the community and be Florida Friendly Landscape.

Demonstrate what is proposed to reduce the impact of any potential hazards, problems, public nuisances generated by use:

Building placement provides physical and visual barriers to staff parking along with related activities. Security fencing and landscape provides additional screening. Public parking access is off Avenue S.

Demonstrate how utilities and other service requirements of the use can be met:

All water, sewer and fire will connect to existing utilities along Avenue S to the east.

Demonstrate how the impact of traffic generated will be handled:

On-site: Avenue S will use two existing curb cuts; one for public and the other for staff. Staff has access to a curb cut along Blue Heron for Emergency ingress and egress by staff. Public and agency visitors access from Avenue S

Off-site: Avenue S will use two existing curb cuts; one for public and the other for staff. Staff has access to a curb cut along Blue Heron for Emergency ingress and egress by staff. Public and agency visitors access from Avenue S

OTHER

COMMUNICATION TOWER CO-LOCATION REQUIREMENTS:

- Three sets of signed and sealed Construction documents, elevations and all equipment shelters, cabinets, Coax, telephone and power conduits identified. These plans will then be used to obtain the Building Permit.
- Antenna manufacture cut sheets including antenna size and shape.
- Zoning map of area with site clearly marked.
- Photos of existing building or tower and surrounding uses.
- Letter of non-interference and FCC compliance from applicant's Radio Frequency Professional.
- Map of surrounding carrier existing locations in all directions with type i.e. Guyed, Self-Support, Monopole, Rooftop.
- Letter of structural capacity and building code compliance.
- Notes on plan or letter demonstrating floor area coverage not in excess of restrictions
- Provide Photo Enhancements of proposal.
- Statement that proposal is in compliance with Environmental Regulations prior to permit issue.

Confirmation of Information Accuracy

I hereby certify that the information on this application is correct. The information included in this application is for use by the City of Riviera Beach in processing my request. False or misleading information may be punishable by a fine of up to five hundred dollars ($500.00) and imprisonment of up to thirty (30) days and may result in the summary denial of this application.

Signature

8/4/2025

Date

AGENT AUTHORIZATION FORM

Owner(s) of Record: City of Riviera Beach, Fl. (mailing address: 1481 W 15th St, 2nd floor, Riviera beach, FL 33404)

STATE OF FLORIDA
COUNTY OF PALM BEACH

BEFORE ME, the undersigned authority personally appeared Jonathan Evans

who, being first duly sworn upon oath and personal knowledge say(s) that they are the owner(s) of record of the following described real property:

City of Riviera Beach Police Headquarters

the street address of which is: 1621 BLUE HERON DRIVE, RIVIERA BEACH, FLORIDA

and that we hereby appoint:

Name: Ted Cava (Core Construction).
Address: 1640 Worthington Rd, #405
West Palm Beach, Fl. 33409
Telephone: 941-650-0533

as our authorized agent, to file applications and papers with the City of Riviera Beach, and to represent me (us) at any Hearing regarding my (our) interest.

_____ (Seal)

_____ (Seal)

_____ (Seal)

Sworn to and subscribed before me this 9th day of August, 2024.

Notary Public

TANYA M MCCRAY
Notary Public - State of Florida
Commission # HH 479391
My Comm. Expires May 4, 2028
Bonded through National Notary Assn.

SITE PLAN APPROVAL PROCEDURE

Application Information Sheet

STEP 1. PRELIMINARY REVIEW OF SUBMISSION

SIX (6) SETS OF A STAPLED AND FOLDED PACKAGE CONTAINING DRAWINGS TO SCALE AND DIMENSIONED

1. SITE PLAN

a. Special site plan drawing with information block showing zoning, parking calculations, site area, building coverage, pervious/impervious areas, location map.
b. Dimensions should include – lot, landscape strips, setbacks, roads, internal circulation areas, building(s), typical parking spaces, dumpster pads/enclosures, sign locations. It should be noted that sign approval requires separate building permit submission.
c. Provide a digital copy of the site plan drawing with State Plan Coordinates in AutoCAD 2000 (.DWG) or Shapefile (.shp) format.

2. LANDSCAPE PLAN and ENVIRONMENTAL ASSESSMENT

a. Show compliance with the City of Riviera Beach Land Development Code
b. Drawings and/or narrative sufficient to describe the relevant flora and fauna which may be on the site. Tree survey may be required.

3. ARTERIAL ROAD DESIGN AND STANDARD

a. Design standards for all non-residential properties fronting the following roads are required:
   - Dr. Martin Luther King, Jr. Boulevard
   - Old Dixie Highway
   - Blue Heron Boulevard
   - 13th Street
   - Military Trail
   - Congress Avenue
b. Drawings indicating the appearance standards are required and addressed under Ordinance 2833.
c. Only one monument sign is permitted per site with maximum square footage of 42 square feet.

4. UTILITY and DRAINAGE PLAN

a. Conceptual plan, indicating location of lines and tie-ins, proposed hydrants, if applicable
b. Conceptual plan to include existing and proposed major elevations.
c. Show easement, existing and proposed.
d. Show conceptually how retention area will provide treatment for one-hour storm.

5. TRAFFIC ASSESSMENT

a. If traffic trip generation is under 500 T.P.D. then a properly formulated traffic statement is adequate. Traffic generation above this level will require a traffic engineer prepared traffic study. Provide total ADT (Average Daily Trips) for project [from Traffic Statement, Traffic Study or Table 1 in Sec. 23.AA – 28.3 of Code].

b. Palm Beach County Traffic Assessment Requirements: Applicant must submit a Traffic Impact Study for Palm Beach County to receive concurrency approval in accordance with Sec. 23-131 of the Palm Beach County Traffic Performance Code.

6. BUILDING ELEVATIONS

a. Front, rear, and both sides.
b. Show finishes (color, materials).
c. Elevators are required to be in color showing building finishes, lighting, canopies, etc. Plans shall have a minimum sheet size of 8 ½ "x 14". Plans larger than 8 ½ "x 14" shall be folded individually. Reduced copies of the site plan on 11" x 17" sheets are required for the City Council. (Note: Plans for submittal to the Planning and Zoning Board and City Council shall be provided after all comments and requirements by staff have been satisfied.

7. FLOOR PLAN

a. Conceptual (construction details are not necessary).

8. NARRATIVE OR COVER LETTER

a. Describe project purpose and details of intended use, including phasing and relationship to surrounding area.
b. Include estimate of employment and student population generated by project, if applicable.

9. CONCURRENCE COMPLIANCE

a. Traffic Generation: Total ADT (Average Daily Trips) for project [from Traffic Statement, Traffic Study or Table I in Sec. 31-715 of Code]
b. Sanitary Sewer: Total gallons per day produced by project - [from calculations or Table III in Section 31-717 of Code]
c. Potable Water: Total gallons per day required by project [from calculation or based on Table II in Section 31-716 of Code]
d. Drainage: Does project detain on-site the first inch of run-off or run-off from a one-hour storm (3 year)? Note: All developments of one acre or more are required to obtain an NPDES permit prior to obtaining a City Building permit, and provide PPP and BMP plans.
e. Solid Waste: Total pounds of waste generated per day by project [from calculations or based on Table IV in Section 31-718 of Code]
f. Recreation: If a residential project, list proposed public recreational or park elements of project (in acres)
g. School Concurrency: The School Concurrency Application and Service Provider Form must be completed and submitted with this application. Please refer to the attached School Concurrency Application and Service Provider Form for related fees.

STEP 2: DEPARTMENTAL REVIEW, COMMENTS TO APPLICANT AND REVISIONS TO PROJECT

After departmental review (approximately four weeks), the applicant will receive a letter from Community Development outlining department concerns and comments. The departmental review process repeats until staff is satisfied with revisions. Applicant will then provide six (6) full size packages of accordion folded, revised plans. These

must be provided to Staff a minimum of fourteen (14) days prior to the next Planning and Zoning Board Meeting in order to be included on the Agenda. The Board meets the second Thursday of each month. Staff comments to the Board are available for pickup the Monday prior to the Thursday Planning and Zoning Board meeting.

STEP 3: PLANNING AND ZONING BOARD MEETING

Applicant, or agent, **must** be in attendance to present their project and to address concerns of the Planning and Zoning Board. The City will provide a laptop, projector and video screen to be used in the presentation. Applicants intending to use these devices must inform Staff at least three business days in advance of the Planning and Zoning Board meeting. The Board may recommend the City Council approve, approve with conditions, deny, or table the project.

STEP 4: SUBMITTAL FOR COUNCIL MEETING

Any revisions required as a result of the Planning and Zoning Board's conditions, shall be incorporated (by applicant) into the package for submission to the City Council. Six (6) **reduced size copies** on 11" x 17" sheets of the final site plan must then be provided for the City Council agenda along with the other package items a minimum of twenty-one (21) days prior to meeting. The City Council meets the first and third Wednesday of each month.

A complete package for submission to the City Council includes the following items:

1. Uniform Land Use Application
2. Project Narrative
3. Response(s) to Departmental Comments
4. Site Plan
5. Landscape Plan
6. Elevations

Applicants seeking to expedite the approval process should submit revised packages as soon after the Planning and Zoning Board meeting as possible in order to have the project placed on the City Council Agenda.

STEP 5: COUNCIL MEETING

The project then goes before the City Council for decision. Applicant must be in attendance. Applicant will be allowed to make a brief presentation about the project. The City will provide a laptop, projector and video screen to be used in the presentation. Applicants intending to use these devices must inform Staff at least three business days in advance of the City Council meeting. The City Council may approve, approve with conditions, deny, or table the project.

STEP 6: UPON APPROVAL APPLICANT MAY APPLY FOR BUILDING PERMIT

Applicant will be formally notified of decision and any conditions which may be attached. Two (2) folded sets of the approved site plan complying with conditions shall be submitted to the Community Development Department within fifteen (15) days of the Council hearing. Plans must be submitted and approved by the Planning Division before building permits can be issued.

City of Riviera Beach Police Headquarters Complex

Site Plan Narratives

CORE – PGAL Design Build Team

3/14/2025

PROJECT SUMMARY AND INTRODUCTION

CORE was selected by the City of Riviera Beach for a progressive design-build of the new state of the art Police Headquarters Complex. The City Manager scheduled an initial team meeting on Monday, June 3, 2024, intended to provide a high overview for the project and point of contacts. Terrence Bailey, PE (City Engineer) will act as the Project Manager for the City of Riviera Beach and Major Steven Thomas will act as the Point of Contact for the Police Department. In June and July, the City of Riviera Beach, Police, CORE and PGAL conducted several site visits to review the existing facilities, Palm Beach Gardens and Boynton Beach.

The proposed site is the current Barracuda Bay Aquatic Center for the new Police Headquarters to be located along Blue Heron Boulevard. The proposed redevelopment will include two buildings with secured parking for police and public parking along Avenue S. The main administration building will be two-story fronting Avenue S. The vehicle evidence building with firing range is a single story with high bay ceilings that will front Blue Heron yet pulled back from Avenue S to create a landscape feature. The area for vehicle storage will buffer the firing range from Blue Heron.

PROJECT GOALS

Goals and Visions:

a. Building to be harden and resilient to South Florida Storm Events
b. The exterior finishes to be durable and easy to maintain
c. Accessible to the community but maintain safety and security for the departments
d. 50-year facility with durable finishes and growth
e. Reflective of the City aesthetic for municipal buildings and identifiable as Police
f. Incorporate sustainability and employee health & wellness features

LANDSCAPE / IRRIGATION

The proposed Landscape Plan is being designed to specifically meet the conditions of the site and that will meet the City of Riveria Beach's Landscape Code. The design will be aesthetically pleasing to the community while following the guidelines for a Florida Friendly Landscape. The landscape plan will define hierarchy of space through the use of trees, shrubs and ground cover while placing special design emphasis on security and safety for the Department. The landscape design considerations will also emphasize, functionality, sustainability and long term maintenance.

Native trees will be preserved and/ or relocated on site where possible, however, a large portion of the landscape design will be new installations.

Clear sight lines are critical and will ensure safety of the officer's while on the municipal campus. The landscape design will be coordinated with the end users to ensure that surveillance alleys, camera locations or other strategic vantage points are compromised

Special consideration will be given to an open area located in the northeast portion of the site, at Blue Heron Blvd. and Avenue S. The intent of this area is to add aesthetic enhancements to the open space while providing a buffer between the Police Station and the public realm. Concepts are being developed which consider adding low, decorative fencing to aid in defining boundaries while maintaining an open feel with landscape, adding visual interest by means of landscape material and potential art/ memorial sculptures. A variety of trees, shrubs and groundcover are being evaluated to provide this buffer area between the public and private spaces.

DESIGN CONSIDERATIONS

- Security and Safety
  - Lighting
  - Clear site lines

- Fencing and barriers
- Design with CPTED strategies

- Plant Palette
  - Minimum native requirements plus accent plants to provide color, texture, visual interest (non-native)
  - Compliment to architectural design
  - Aesthetically pleasing; focal points/ interest

CODE REQUIREMENTS

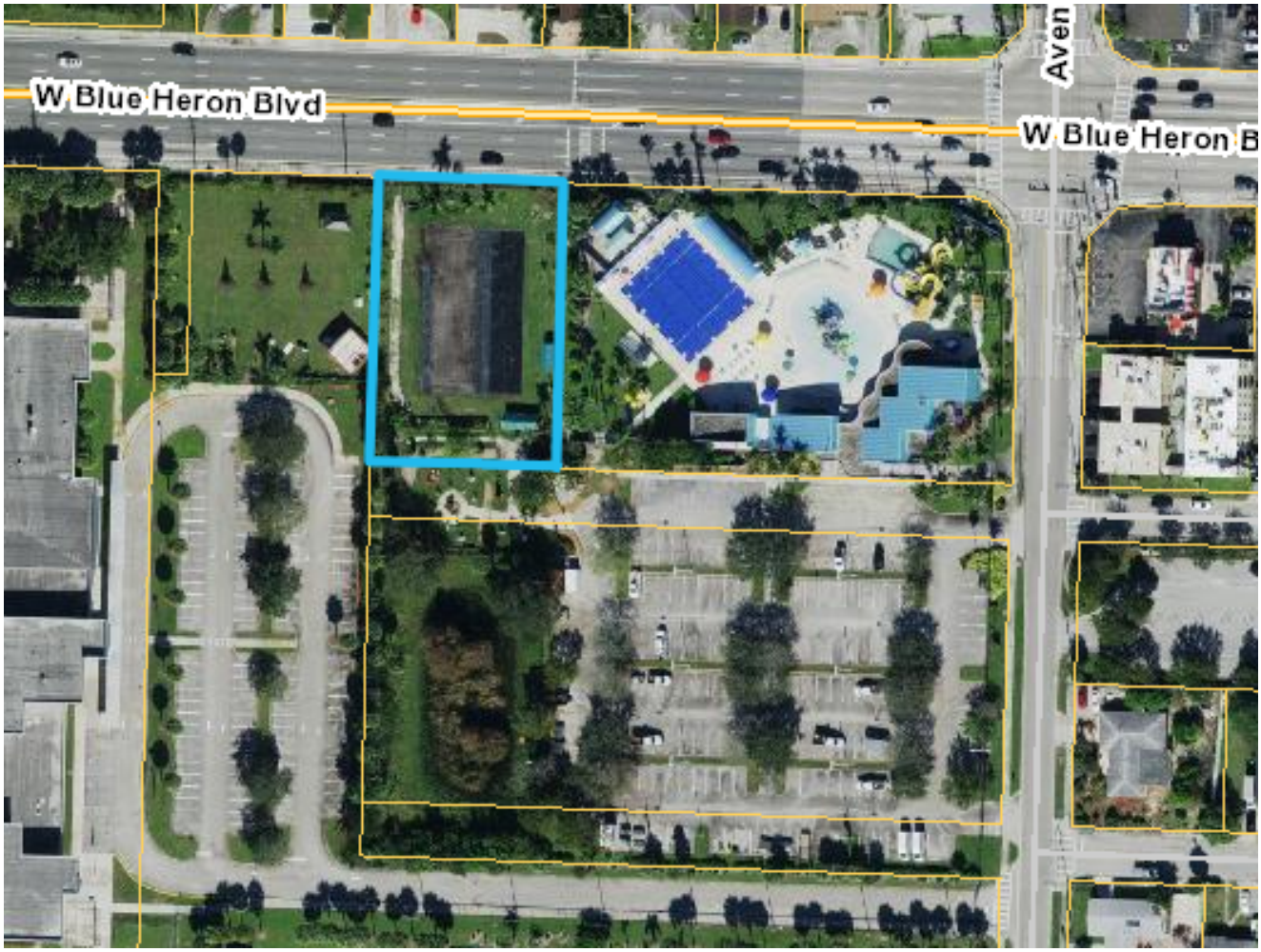
- 70% of all required landscape must be native
- 60% of required shade trees must be native
- No more than 20% of the required trees can be palms
- Buffer setbacks:
  - Side: 25'
  - Rear: 25'
  - Landscape buffer width shall be 25% of the required setback.
- Minimum installation requirements:
  - Shade trees: 2" DBH, 12' height, 6' of clear trunk, 5' spread
  - Accent trees: 1.5" DBH, 10' height, 5' clear trunk, 5' spread
  - Palms: Minimum 8' clear trunk
  - Shrubs: Minimum 24" height, planted at 30" on center
  - Dumpsters are required to be screened with a minimum 6' tall opaque masonry wall or fence and shall be screened around the perimeter with hedges
- Landscape requirements for parking areas:
  - Parking areas adjacent to streets:
    - Landscape strip no less than 10' in width between property line and parking area
    - 1 tree per every 20 linear feet
    - Hedge, wall, or berm
    - **Avenue S: 385' of parking; 20 trees required**
    - **South property line abutting proposed parking: 300' of parking; 15 trees required**
  - Interior parking areas:
    - 5' landscape strip between parking area and building consisting of shrubs and groundcover
    - 1 landscape island (6' wide min.) per 10 parking spaces
    - Terminal landscape islands at end of each parking row. 10' width min. with 1 shade tree and a combination of shrubs, ground cover =, grass and mulch
    - Total proposed parking islands: 41 trees required
    - Interior landscaped medians no less than 6' in width between interior rows of parking spaces
      - One shade tree per every 20 linear feet of interior median length with a combination of shrubs, groundcover, grass and mulch
    - No less that 50% of trees shall be shade trees
    - No less than one tree for every 50 SF of interior landscaped area
- 1 tree required per 1,500 SF of development site
  - 157 total trees required
- Required landscape is no less than 20% of the total gross area
  - Total site area: 234,821 SF
  - Total landscape area required: 46,965 SF (20%)
  - Total landscape area provided: 95,100 SF (40.5%)
  - There is no specific shrub, groundcover requirement slated in the code (for example 10 shrubs required per 1500 SF of pervious space). Totals provided for shrubs are calculated by landscaping pervious area with 20% shrubs, 10% groundcover and the remaining pervious area as sod

IRRIGATION

A new and fully automatic, efficient, irrigation system will be designed for the site. A rain sensor/shut-off device will be proposed to avoid irrigating during periods of sufficient rainfall. All irrigated areas will be designed with 100% head-to-head coverage. The irrigation zones will be hydrozoned based on water use and sunlight requirements. The irrigation design will comply with all City of Riviera Beach's unified land development standards, as well as SFWMD restrictions and regulations. The plans will also be designed to satisfy/exceed the Florida Building Code (FBC) Appendix F and the Florida Irrigation Society Standards and Specifications for Turf and Landscape Irrigation Systems, Fourth Edition. The irrigation construction documents will include all of the following components, but not limited to, irrigation plans, details and specifications.

Warranty Deed is not required, project site to be developed is owned by the City of Riviera Beach. See property appraiser snap shots.

Parcel No. 56-43-42-29-04-007-0181 Garden Area (former Fire Station)
Parcel No. 56-43-42-29-04-007-0010 Aquatic
Parcel No. 56-43-42-29-04-008-0010 Parking Lot



OWNERS

RIVIERA BEACH CITY OF

PROPERTY DETAIL

LOCATION
1621 W BLUE HERON BLVD

MUNICIPALITY
RIVIERA BEACH

LEGAL DESCRIPTION:

BARRACUDA BAY PARCEL

LOTS 1 TO 18, BLOCK 7, INCLUSIVE, LOTS 39 TO 48, BLOCK 7, INCLUSIVE, LESS THE WEST 12.50 FEET OF LOTS 18 AND 39, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHEAST CORNER OF LOT 8, OF SAID BLOCK 7, THENCE ALONG THE EAST LINE OF SAID BLOCK 7 THENCE SOUTH 01°13'34" WEST, A DISTANCE OF 210.00 FEET TO THE SOUTH LINE OF SAID BLOCK 7, THENCE ALONG SAID SOUTH LINE NORTH 88°23'29" WEST, 337.50 FEET TO A LINE BEING 12.50 FEET EAST OF AND PARALLEL TO THE WEST LINE OF LOT 39, OF SAID BLOCK 7, NORTH 01°13'34" EAST 210.00 FEET TO THE NORTH LINE OF SAID BLOCK 7, THENCE ALONG SAID NORTH LINE SOUTH 88°23'29" EAST (BEARING REFERENCE) 337.50 FEET TO THE POINT OF BEGINNING, SAID LANDS LYING AND BEING IN THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA.

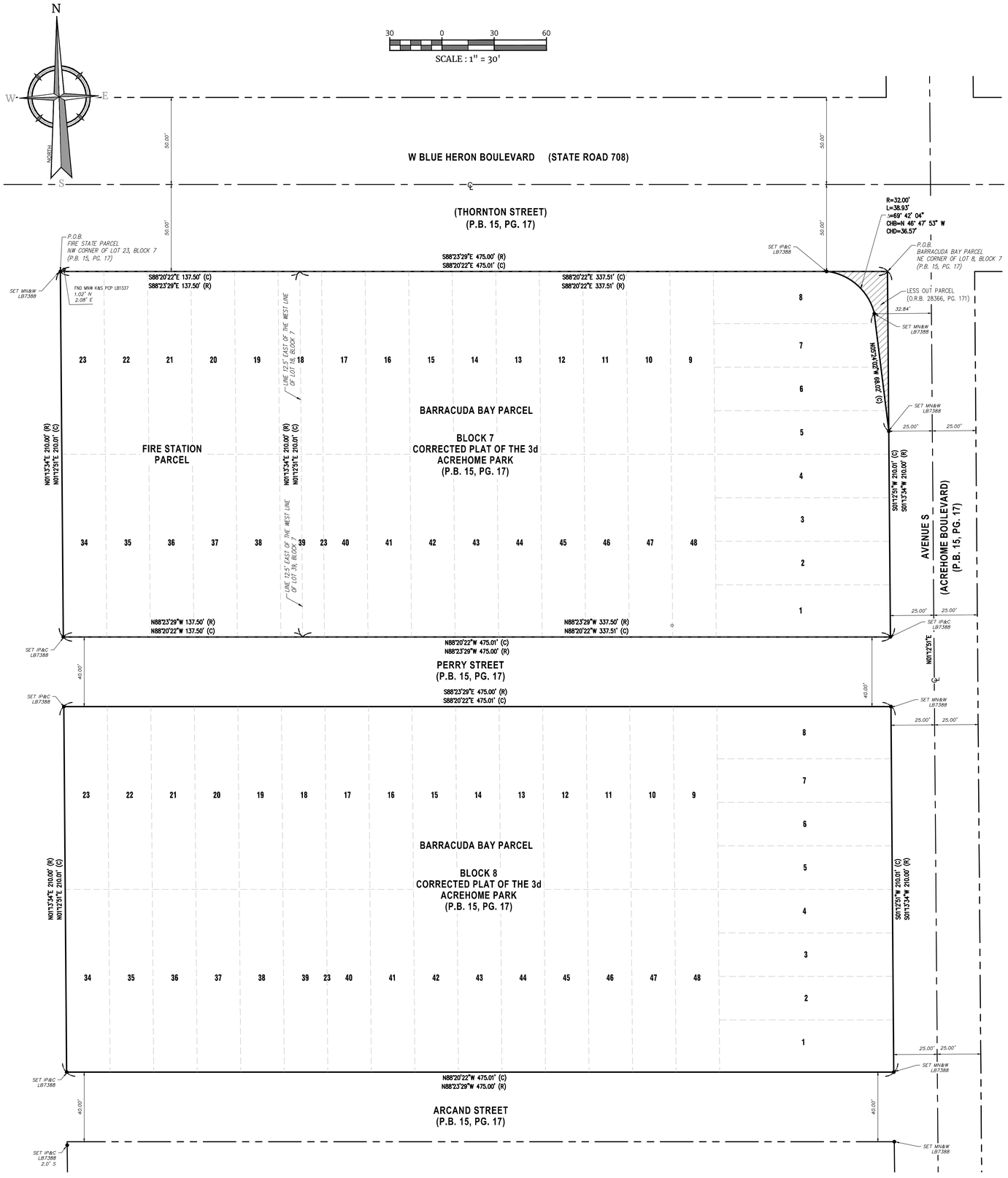
LESS AND EXCEPT THAT PARCEL CONVEYED TO THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION BY DEED RECORDED IN OFFICIAL RECORDS BOOK 28366, PAGE 171, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

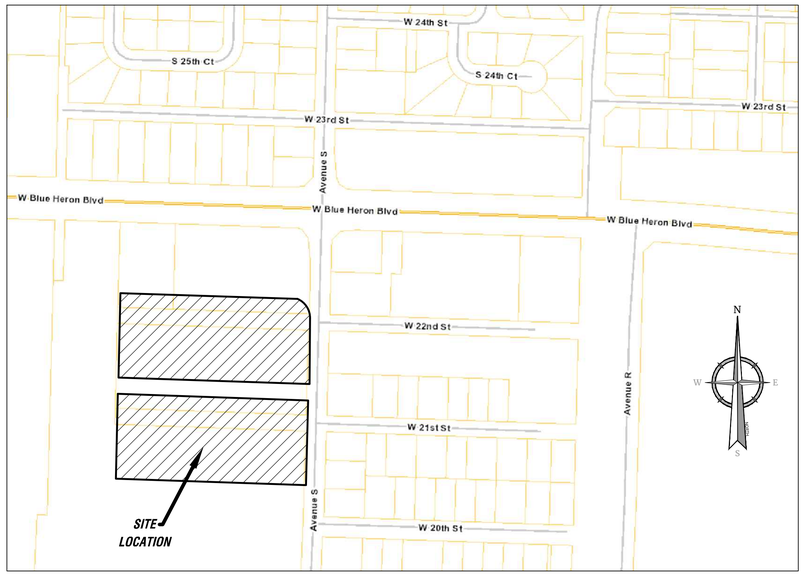
TOGETHER WITH:
LOTS 1 THROUGH 23, AND LOTS 34 THROUGH 48, BLOCK 8, OF THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

TOGETHER WITH:
FIRE STATION PARCEL

LOTS 19 TO 23, BLOCK 7, INCLUSIVE, LOTS 34 TO 38, BLOCK 7, INCLUSIVE, AND THE WEST 12.50 FEET OF LOTS 18 AND 39, BLOCK 7, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHWEST CORNER OF LOT 23, OF SAID BLOCK 7, THENCE ALONG THE NORTH LINE OF SAID BLOCK 7 THENCE SOUTH 88°23'29" EAST (BEARING REFERENCE), A DISTANCE OF 137.50 FEET TO A LINE BEING 12.50 FEET EAST OF AND PARALLEL TO THE WEST LINE OF LOT 18, BLOCK 7, THENCE SOUTH 01°13'34" WEST, 210.00 FEET TO THE SOUTH LINE OF SAID BLOCK 7, THENCE ALONG SAID SOUTH LINE NORTH 88°23'29" WEST, 137.50 FEET TO THE WEST LINE OF LOT 34, BLOCK 7, THENCE ALONG SAID WEST LINE NORTH 01°13'34" EAST, 210.00 FEET TO THE POINT OF BEGINNING, SAID LANDS LYING AND BEING IN THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA.





LOCATION MAP

NOT TO SCALE

ABBREVIATIONS

R	=	*RECORDED*
C	=	*CALCULATED*
R	=	*RECORD*
M	=	*MEASURED*
P	=	*PLAT*
ID	=	*IDENTIFICATION*
P.O.B.	=	*POINT OF BEGINNING*
P.B.	=	*PLAT BOOK*
PG.	=	*PAGE*
℄	=	*CENTERLINE*

LEGAL DESCRIPTION:

BARRACUDA BAY PARCEL

LOTS 1 TO 18, BLOCK 7, INCLUSIVE, LOTS 39 TO 48, BLOCK 7, INCLUSIVE, LESS THE WEST 12.50 FEET OF LOTS 18 AND 39, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

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SURVEYOR'S NOTES:

IN CONDUCTING THE BOUNDARY SURVEY FOR THE SUBJECT PROPERTY, NO RECOVERABLE MONUMENTS WERE FOUND AT THE PROPERTY CORNERS. CONSEQUENTLY, THE PROPERTY LINES HAVE BEEN ESTABLISHED BASED ON IDENTIFIABLE TOPOGRAPHIC FEATURES AND OCCUPATION OBSERVED AND MEASURED IN THE FIELD, AND SUBSTANTIATED WITH MONUMENTS RECOVERED ON ADJACENT PROPERTIES, PROVIDING CRITICAL REFERENCE DATA THAT AIDED IN THE CALCULATION OF SAID PROPERTY LINES.

THE CLIENT PROVIDED THE LEGAL DESCRIPTION TO THIS SURVEYOR.

OWNERSHIP IS SUBJECT TO OPINION OF TITLE.

NO ENCROACHMENTS WERE NOTED BY THIS SURVEY, EXCEPT AS SHOWN HEREON.

ANY NOTORIOUS EVIDENCE OF OCCUPATION AND/OR USE OF THE DESCRIBED PARCEL FOR RIGHT-OF-WAY, INGRESS OR EGRESS IS SHOWN ON THIS SURVEY DRAWING. HOWEVER, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY RECORDED INSTRUMENTS OR RIGHT-OF-WAY OTHER THAN SHOWN ON THE RECORDED PLAT OR STATED IN THE LEGAL DESCRIPTION AS IT APPEARS ON THIS DRAWING.

THE OWNERSHIP OF THE FENCES AND/OR WALLS AS SHOWN HEREON WAS NOT DETERMINED.

EXAMINATION OF THE ABSTRACT OF TITLE WILL HAVE TO BE MADE TO DETERMINE RECORDED INSTRUMENTS, IF ANY, AFFECTING THIS PROPERTY.

DIFFERENCES ARE NOTED AS COMPARED TO CALCULATIONS FROM THE RECORD PLAT AND ARE SHOWN AS PLAT, MEASURED, RECORD AND/OR DEED.

BEARINGS AND NORTH ARROW DIRECTION SHOWN HEREON ARE BASED ON THE CENTERLINE OF NE AVENUE S, HAVING A BEARING OF N01°12'51"E, AS SHOWN HEREON.

ALL MEASUREMENTS ARE IN US SURVEY FOOT.

ELEVATIONS ARE REFERRED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88). ELEVATIONS SHOWN ARE BASED ON FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) MONUMENTS A2, A NAIL AND BRASS DISK STAMPED "FDOT"; ELEVATION = 14.063 FEET (NAVD88), AND A3, A NAIL AND BRASS DISK STAMPED "FDOT"; ELEVATION = 16.174 FEET (NAVD88), AS REPORTED ON FDOT PROJECT SURVEY CONTROL FOR STATE ROAD 708 (BLUE HERON BLVD.), FINANCIAL PROJECT ID. 435144-1-52-01. A CLOSED 0.25 MILES, MORE OR LESS, LEVEL LOOP TO THE SITE AND BACK WAS COMPLETED, WITH A REPORTED ERROR OF 0.005 FEET.

PROPERTY ADDRESS: 1621 WEST BLUE HERON BOULEVARD, RIVIERA BEACH, FLORIDA 33404

THE TOTAL PROPERTY AREA IS 198,865 SQ. FEET OR 4.565 ACRES MORE OR LESS.

THE NATIONAL FLOOD INSURANCE RATE MAP 12099C0389F FOR FLORIDA COMMUNITY 125142, PANEL NUMBER 0389F, FIRM DATE 10/05/17, PUBLISHED BY THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, DELINEATES THE HEREIN DESCRIBED LAND TO BE SITUATED WITHIN ZONE "X", WITH NO BASE FLOOD ELEVATION.

THIS SKETCH SHOWN HEREON IN ITS GRAPHIC FORM, IS THE RECORD DEPICTION OF THE SURVEYED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORMAT OF THIS SURVEY. THIS MAP IS INTENDED TO BE DISPLAYED AT A SCALE OF 1"=30' OR SMALLER. AT THE MAXIMUM INTENDED DISPLAYED SCALE THE SURVEY AND SKETCH'S POSITIONAL ACCURACY VALUE OCCUPIES 1/30" ON THE DISPLAY.

ADDITIONS OR DELETIONS TO SURVEY MAPS AND REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES ARE PROHIBITED WITHOUT THE WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES. THIS DOCUMENT CONSISTS OF 1 SHEET.

THIS SURVEY MAP IS INTENDED TO BE DISPLAYED AT THE GRAPHIC AND STATED SCALES IN ENGLISH UNITS OF MEASUREMENT. ATTENTION IS DIRECTED TO THE FACT THAT SAID SURVEY MAP MAY BE ALTERED IN SCALE BY REPRODUCTION. THIS MUST BE CONSIDERED WHEN OBTAINING SCALED DATA.

ACCURACY STATEMENT: SUBURBAN LINEAR 1 FOOT IN 7,500.

Colliers
Engineering & Design

www.colliersengineering.com

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REV	DATE	DRAWN BY	DESCRIPTION

DENIS A. DENIS
LICENSE NUMBER
LS7017
STATE OF FLORIDA
PROFESSIONAL
SURVEYOR AND MAPPER

Digitally signed by Denis Denis
Date: 2025.02.12 15:36:33-05'00'

Denis A Denis
FLORIDA PROFESSIONAL SURVEYOR AND MAPPER
LICENSE NUMBER: LS7017
COLLIERS ENGINEERING & DESIGN, INC.
F.L. License #: LB7388

BOUNDARY AND TOPOGRAPHY SURVEY

FOR

CORE CONSTRUCTION

1621 WEST
BLUE HERON BOULEVARD

RIVIERA BEACH
PALM BEACH COUNTY
FLORIDA 33404

Colliers Engineering & Design
MIAMI
7400 Corporate Center Drive
Suite C
Miami, FL 33126
Phone: 305.392.3190
COLLIERS ENGINEERING & DESIGN, INC.

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
AS SHOWN	02/07/2025	MCH & ED	DD

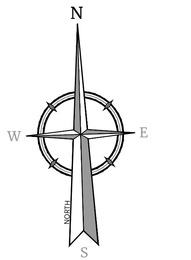
PROJECT NUMBER:	DRAWING NAME:
25001323A	V-TOPO-BNDY

SHEET TITLE:
BOUNDARY SURVEY

SHEET NUMBER:
1 of 2

1323A\Survey\transfer\V-TOPO-BNDY.dwg\V-BNDY SHEET 1 By: ERNESTO.DIOMINGUEZ

NOTE: DO NOT SCALE DRAWINGS FOR CONSTRUCTION.



30 0 30 60

SCALE : 1" = 30'

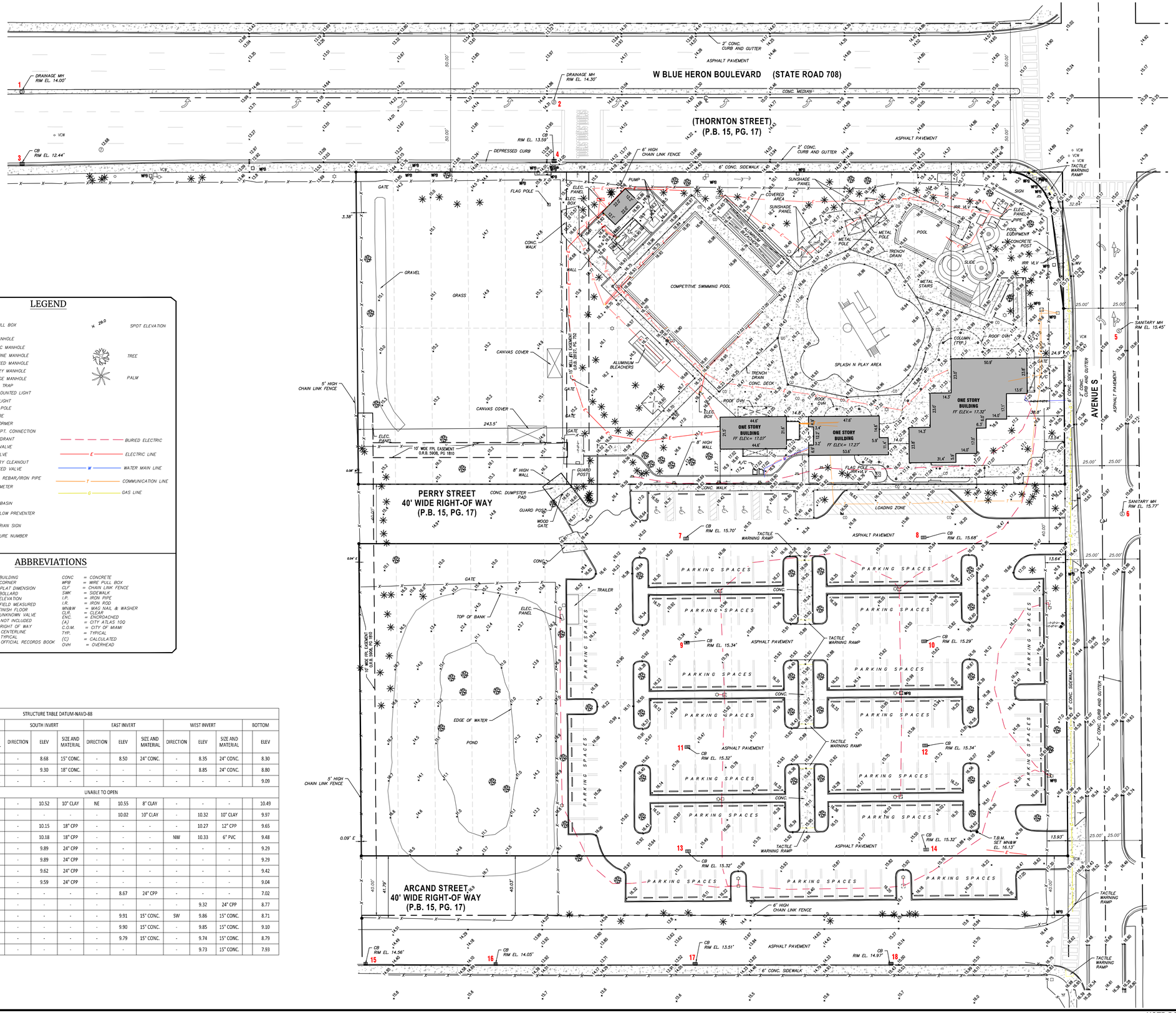
LEGEND

WPB	WIRE PULL BOX	× 29.0	SPOT ELEVATION
W	WELL		
G	GAS MANHOLE		
E	ELECTRIC MANHOLE		TREE
T	TELEPHONE MANHOLE		
	UNMARKED MANHOLE		PALM
S	SANITARY MANHOLE		
D	DRAINAGE MANHOLE		
	GREASE TRAP		
	POLE MOUNTED LIGHT		
	FLOOD LIGHT		
	UTILITY POLE		
	GUY WIRE		
	TRANSFORMER		
fdc	FIRE DEPT. CONNECTION		
	FIRE HYDRANT		BURIED ELECTRIC
WV	WATER VALVE	E	ELECTRIC LINE
GV	GAS VALVE	W	WATER MAIN LINE
CO	SANITARY CLEANOUT	T	COMMUNICATION LINE
UV	UNMARKED VALVE	G	GAS LINE
	CAPPED REBAR/IRON PIPE		
WM	WATER METER		
	SIGN		
	CATCH BASIN		
	BACK FLOW PREVENTER		
	PEDESTRIAN SIGN		
00	STRUCTURE NUMBER		

ABBREVIATIONS

BLDG	= BUILDING	CONC.	= CONCRETE
COR	= CORNER	WPB	= WIRE PULL BOX
(R)	= PLAT DIMENSION	CLF	= CHAIN LINK FENCE
BOL	= BOLLARD	SWK	= SIDEWALK
EL.	= ELEVATION	I.P.	= IRON PIPE
(M)	= FIELD MEASURED	I.R.	= IRON ROD
F.F.	= FINISH FLOOR	MN&W	= MAG NAIL & WASHER
U/V	= UNKNOWN VALVE	CLR.	= CLEAR
N./I	= NOT INCLUDED	ENC.	= ENCROACHED
R/W	= RIGHT OF WAY	(A)	= CITY ATLAS 100
CL	= CENTERLINE	C.O.M.	= CITY OF MIAMI
TYP.	= TYPICAL	TYP.	= TYPICAL
O.R.B.	= OFFICIAL RECORDS BOOK	(C)	= CALCULATED
		OVH	= OVERHEAD

STRUCTURE TABLE DATUM-NAVD-88															
NUMBER	DESCRIPTION	RIM ELEV	NORTH INVERT			SOUTH INVERT			EAST INVERT			WEST INVERT			BOTTOM
			DIRECTION	ELEV	SIZE AND MATERIAL	DIRECTION	ELEV	SIZE AND MATERIAL	DIRECTION	ELEV	SIZE AND MATERIAL	DIRECTION	ELEV	SIZE AND MATERIAL	ELEV
1	DRAINAGE MH	14.00	-	8.70	15" CONC.	-	8.68	15" CONC.	-	8.50	24" CONC.	-	8.35	24" CONC.	8.30
2	DRAINAGE MH	14.30	NE	9.45	18" CONC.	-	9.30	18" CONC.	-	-	-	-	8.85	24" CONC.	8.80
3	CATCH BASIN	12.44	-	9.18	15" CONC.	-	-	-	-	-	-	-	-	-	9.09
4	CATCH BASIN	13.59	UNABLE TO OPEN												
5	SANITARY MH	15.45	NW	10.65	8" CLAY	-	10.52	10" CLAY	NE	10.55	8" CLAY	-	-	-	10.49
6	SANITARY MH	15.77	-	10.07	10" CLAY	-	-	-	-	10.02	10" CLAY	-	10.32	10" CLAY	9.97
7	CATCH BASIN	15.70	-	-	-	-	10.15	18" CPP	-	-	-	-	10.27	12" CPP	9.65
8	CATCH BASIN	15.68	NW	10.36	12" PVC	-	10.18	18" CPP	-	-	-	NW	10.33	6" PVC	9.48
9	CATCH BASIN	15.34	-	10.09	18" CPP	-	9.89	24" CPP	-	-	-	-	-	-	9.29
10	CATCH BASIN	15.29	-	9.89	18" CPP	-	9.89	24" CPP	-	-	-	-	-	-	9.29
11	CATCH BASIN	15.32	-	9.77	24" CPP	-	9.62	24" CPP	-	-	-	-	-	-	9.42
12	CATCH BASIN	15.34	-	9.69	24" CPP	-	9.59	24" CPP	-	-	-	-	-	-	9.04
13	CATCH BASIN	15.32	-	9.32	24" CPP	-	-	-	-	8.67	24" CPP	-	-	-	7.02
14	CATCH BASIN	15.32	-	9.17	24" CPP	-	-	-	-	-	-	-	9.32	24" CPP	8.77
15	CATCH BASIN	14.56	-	-	-	-	-	-	-	9.91	15" CONC.	SW	9.86	15" CONC.	8.71
16	CATCH BASIN	14.05	-	-	-	-	-	-	-	9.90	15" CONC.	-	9.85	15" CONC.	9.10
17	CATCH BASIN	13.39	-	-	-	-	-	-	-	9.79	15" CONC.	-	9.74	15" CONC.	8.79
18	CATCH BASIN	14.88	-	-	-	-	-	-	-	-		-	9.73	15" CONC.	7.93



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REV	DATE	DRAWN BY	DESCRIPTION

Denis A Denis
FLORIDA PROFESSIONAL SURVEYOR AND MAPPER
LICENSE NUMBER: LS7017
COLLIERS ENGINEERING & DESIGN, INC.
F.L. License #: LB7388

BOUNDARY AND TOPOGRAPHY SURVEY

FOR

CORE CONSTRUCTION

1621 WEST BLUE HERON BOULEVARD

RIVIERA BEACH
PALM BEACH COUNTY
FLORIDA 33404

Colliers Engineering & Design

MIAMI
7400 Corporate Center Drive
Suite C
Miami, FL 33126
Phone: 305.392.3190
COLLIERS ENGINEERING & DESIGN, INC.

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
AS SHOWN	02/07/2025	MCH & ED	DD

PROJECT NUMBER:	DRAWING NAME:
25001323A	V-TOPO-BNDY

SHEET TITLE:

BOUNDARY SURVEY

SHEET NUMBER:

1 of 2

1323A/Survey\transfer\V-TOPO-BNDY.dwg By: ERNESTO.DOMINGUEZ

NOTE: DO NOT SCALE DRAWINGS FOR CONSTRUCTION.

OR BK 30519 PG 472, 4/3/2019
ORDINANCE - ABANDONING-

SEE ORB 867, PG. 620 FOR RESOLUTION TO ABANDON PARTS OF CERTAIN STREETS.

PL192600187

CORRECTED PLAT OF THE 3d
ACREHOME PARK
ADDITION TO KELSEY CITY
IN THE CORPORATE LIMITS OF RIVIERA
IN THE WEST½ OF THE SOUTH WEST¼ OF SEC. 29. T. 42 S. R. 43 E.
PALM BEACH COUNTY, FLA.
NOV. 1926 SCALE 1"=100' KELSEY CITY ENG CO.

17

21 December 12th
26 17 15
Mail to: Name
City, State, Zip

Copy of plat on file in Book 4 Page 26 of the public records of Palm Beach Co. Fla. made to correct error in statement of land embraced. Forming statement says Lots 67 to 90 Inc. whereas Lots 66 to 91 Inc. are included.

STATE OF FLORIDA,
COUNTY OF PALM BEACH
KNOW ALL MEN BY THESE PRESENTS that the Currie Investment & Title Guaranty Co. a Corporation duly organized under the laws of the State of Florida, owners of the tract of land shown hereon and more particularly described as follows: Lots 66 to 91 Inc. Acrehome Park According to plat on file in Book 6 Page 46 of the public records of Palm Beach Co. Fla. said property being in Sec. 29 Tp. 42 South, Rge. 43 East has caused the said described land to be surveyed and platted as shown hereon, and does hereby dedicate to the perpetual use of the public. The Streets and Boulevard as shown hereon reserving unto itself its successors and assigns the reversion or reversions of same whenever abandoned to the public or otherwise by law.
IN WITNESS WHEREOF the said Currie Investment & Title Guaranty Co. has caused these presents to be executed in its name and by its president, attested by its Secretary, and its corporate seal to be hereto affixed at West Palm Beach County of Palm Beach, Fla. this 21st day of December A.D. 1926
THE CURRIE INVESTMENT & TITLE GUARANTY Co.
By [illegible] PRESIDENT
Signed Sealed and delivered in the presence of
Attest J. Yeomans SECRETARY.

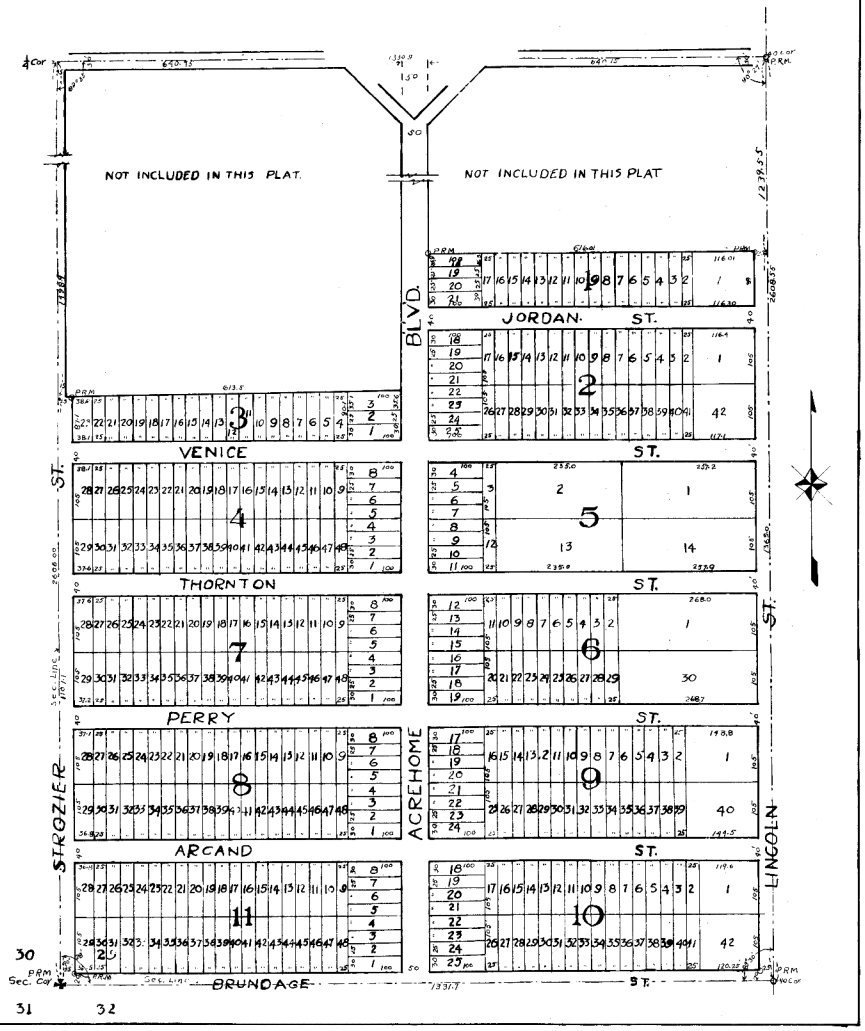
STATE OF FLORIDA
COUNTY OF PALM BEACH
Before Me An Officer duly authorized to administer oaths and take acknowledgments personally appeared Lulu M. Currie and R.S. Yeomans who first being duly sworn and acknowledged that they are respectively President and Secretary respectively of the Currie Investment and Title Guaranty Co. and that they executed the foregoing instrument as such officers of said Company, by and with the authority of the Board of Directors of said Company for the purposes therein expressed and that their act and deed was the act and deed of said Company.
IN WITNESS WHEREOF I have hereunto set my hand and official seal at West Palm Beach, Fla. this 21st day of December A.D. 1926
NOTARY PUBLIC
My commission expires 7-17-1928

STATE OF FLORIDA
COUNTY OF PALM BEACH
I hereby certify that the plat shown hereon is a true and correct representation of a survey of the land described in the foregoing dedication made under my direction, and that it is accurate to the best of my knowledge and belief and that the permanent reference monuments have been set as required by law.
N. K. Williams
Certificate No 218

SUBSCRIBED and sworn to before me at West Palm Beach Florida this 15th day of December A.D. 1926
NOTARY PUBLIC
My commission expires [illegible]

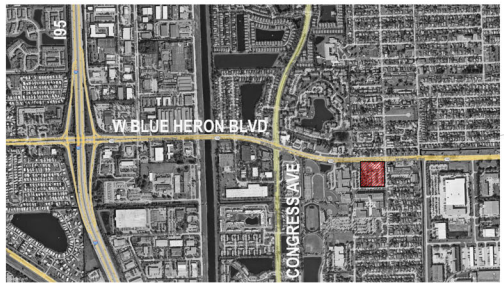
APPROVED December 15th A.D. 1926
Town Council Town of Riviera
By: [illegible] Town Clerk

APPROVED Dec 15 A.D. 1926
Board of County Commissioners.
By: John Boyd County Engineer.



RIVIERA BEACH POLICE DEPARTMENT

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404



07/09/2025

SITE PLAN RESUBMISSION
JULY 9TH, 2025

SHEET INDEX

Sheet №	Sheet Name	Current Revision Date	Current Revision Description
G0.00	COVER SHEET	7/9/2025	Site Plan Resubmission
A1.01	ARCHITECTURAL SITE PLAN	7/9/2025	Site Plan Resubmission
A1.10	SITE DETAILS	7/9/2025	Site Plan Resubmission
A2.01e	FLOOR PLAN, GROUND - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A2.03e	FLOOR PLAN, ROOF - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A2.10A	GROUND FLOOR ANNOTATION PLAN	7/9/2025	Site Plan Resubmission
A2.20A	SECOND FLOOR ANNOTATION PLAN	7/9/2025	Site Plan Resubmission
A2.30	ROOF PLAN	7/9/2025	Site Plan Resubmission
A6.00e	EXTERIOR ELEVATIONS - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A6.01	EXTERIOR ELEVATIONS	7/9/2025	Site Plan Resubmission

See separate upload file with two renderings

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E) JBalint@PGAL.com

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E) SFB@botekthurlow-eng.com

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E) mark@johnsonstructural.com

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E) sudharma@ociassociates.com

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E) tedcava@coreconstruction.com

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ENGINEERING
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DRAWING HISTORY

№	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

7/9/2025
STATE OF FLORIDA JOBY L. BALINT AR0016653 REGISTERED ARCHITECT

PROJECT NUMBER
1007657.00

SHEET TITLE
COVER SHEET

SHEET NUMBER
G0.00

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
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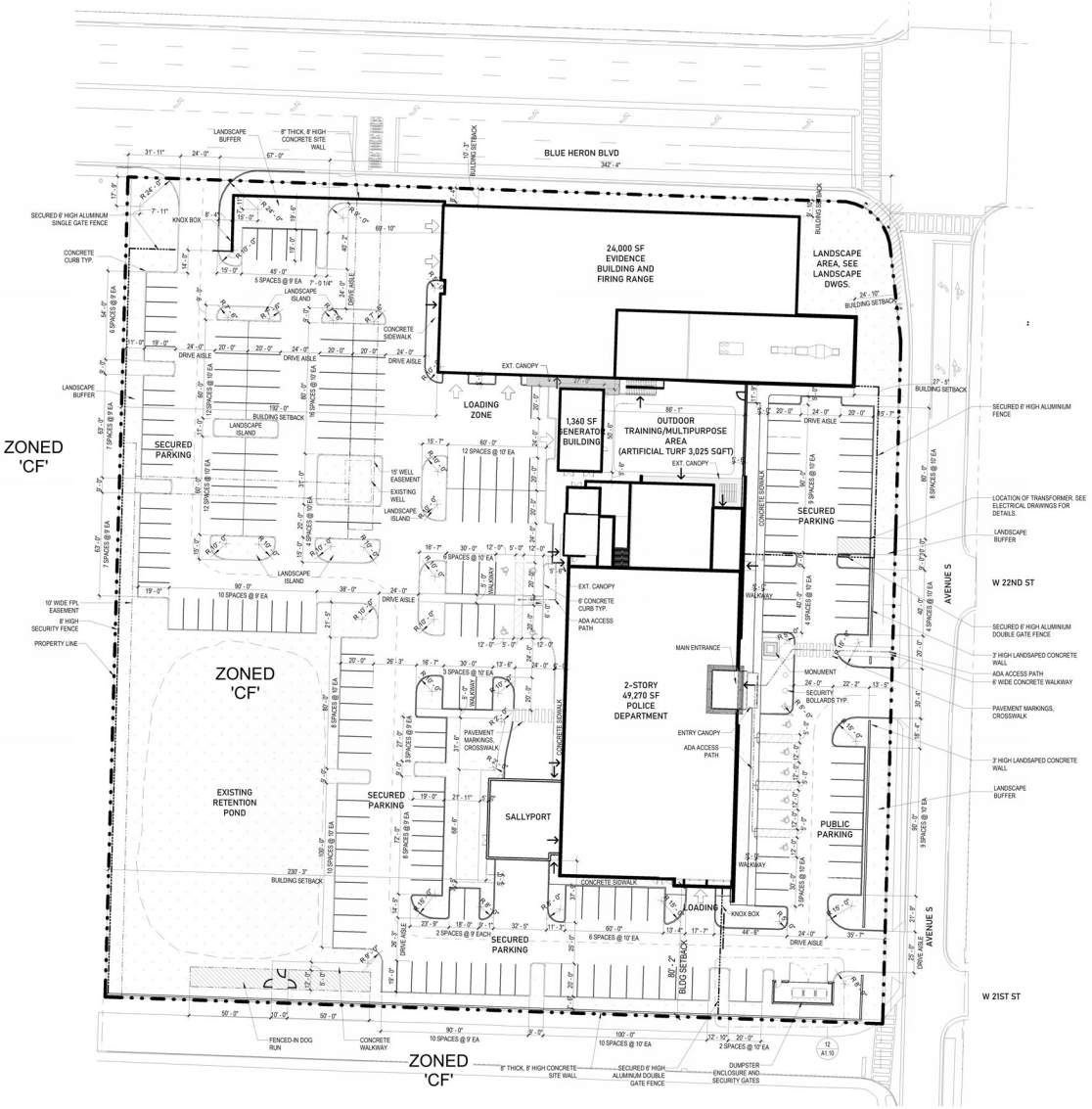
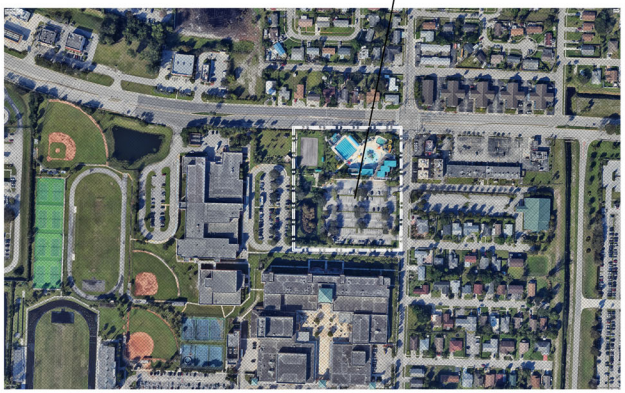


SITE PLAN 1" = 30'-0" (2)



LOCATION MAP 12" = 1'-0" (1)

SITE PLAN NOTES

1. DO NOT SCALE DRAWINGS. CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
2. FINISH FLOOR ELEVATION (FFE) IS SHOWN AS 0'-0" WITHIN THE ARCHITECTURAL DRAWINGS; REFER TO CIVIL DRAWINGS FOR ACTUAL FFE
3. REFER TO TOPOGRAPHIC SURVEY FOR ADDITIONAL INFORMATION.
4. CONTRACTOR SHALL FIELD VERIFY ALL SITE CONDITIONS PRIOR TO COMMENCING WORK.
5. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
6. REFER TO ELECTRICAL DRAWINGS FOR ADDITIONAL SITE INFORMATION AND LIGHTING.
7. REFER TO CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION; BUT NOT LIMITED TO, WATER, SEWER, PAVING, GRADING, DRAINAGE, PLANTINGS, IRRIGATION, ETC.
8. PROVIDE TERMITE PROTECTION PER 2023 FBC-BUILDING SECTIONS 105.10, 105.11 AND 1816 IN THE FORM OF SOIL TREATMENT BY A FLORIDA LICENSED PEST CONTROL COMPANY USING 'REGISTERED TERMITICIDE'. PROVIDE 3-YEAR WARRANTY FROM DATE OF SUBSTANTIAL COMPLETION. PROVIDE PRODUCT DATA, CERTIFICATES, AND SOIL TREATMENT APPLICATION REPORT FOR REVIEW BY ARCHITECT.

SITE DATA

LAND USE DESIGNATION: 'REC' - RECREATIONAL
LAND USE PROPOSED: 'CF' - COMMUNITY FACILITIES
ZONING CLASIFICATION: 'CF' - COMMUNITY FACILITY DISTRICT
FLOOD ZONE: X

	REQUIRED	PROVIDED	%
LOT AREA:		5.42 ACRES 236,375 S.F.	
IMPERVIOUS AREA:		169,474 S.F.	72%
PERVIOUS AREA:		66,901 S.F.	28%
BUILDING COVERAGE			
POLICE DEPARTMENT:		49,270 S.F.	
EVIDENCE BUILDING & FIRING RANGE:		24,000 S.F.	
GENERATOR BUILDING:		1,360 S.F.	
TOTAL:		**74,630 S.F.**	31%
OPEN SPACE:		161,745 S.F.	69%
SETBACKS & HEIGHTS (COMMUNITY FACILITIES)			
FRONT:		24'-10"	
SIDE:		9'-10"	
SIDE:		80'-2"	
REAR:			
HEIGHT (BLDG TYP.):		30'-0"	
HIGHEST POINT (TOP OF CUPOLA):		41'-0"	
PARKING			
POLICE DEPARTMENT (1/300 SF) 49,270 S.F.	163		
EVIDENCE BUILDING & FIRING RANGE(1/1000 SF) 24,000 S.F.	24		
GENERATOR BUILDING (N/A) 1,360 S.F.	N/A		
TOTAL:	**187**	**208**	
PARKING BREAKDOWN			
9'-0" x 19'-0"		58	
10'-0" x 20'-0"		140	
12'-0" x 20'-0" ADA		10	
TOTAL:		**208**	

NOTE: 9'X19' PARKING SPACES ARE ALLOWABLE PER SEC. 31-576. DESIGN STANDARDS (RIVIERA BEACH, FLORIDA - CODE OF ORDINANCES)

MINIMUM LANDSCAPED AREA REQUIRED PER 9'X19' PARKING BAY

58 QTY (9'X19' SPACES) X 30 SQ FT LANDSCAPED AREA = 1,740 SQ FT REQ.

28% (TOTAL) - 20% (MIN REQUIRED) = (8%) 18,910 SQ FT PROVIDED

TRUE NORTH

0 15'-0" 30'-0" 60'-0"

CLIENT

CITY OF RIVIERA BEACH
1481 West 15 Street
Riviera Beach, FL 33404

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PGAL, Inc.
791 Park of Commerce Blvd.
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Boca Raton, FL 33487
T 561 988 4002
www.pgal.com

CONSTRUCTION MANAGER/BUILDER

CORE CONSTRUCTION
1641 Worthington Rd
West Palm Beach
FL 33409

PUBLIC SAFETY CONSULTANT/ARCHITECT

JL2 ARCHITECTURE INC.
1678 Kingston Road
Longwood, FL
32750

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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/2/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BAUNT REGISTERED ARCHITECT AR0016653
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/02/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

SHEET TITLE

ARCHITECTURAL SITE PLAN

SHEET NUMBER

A1.01

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
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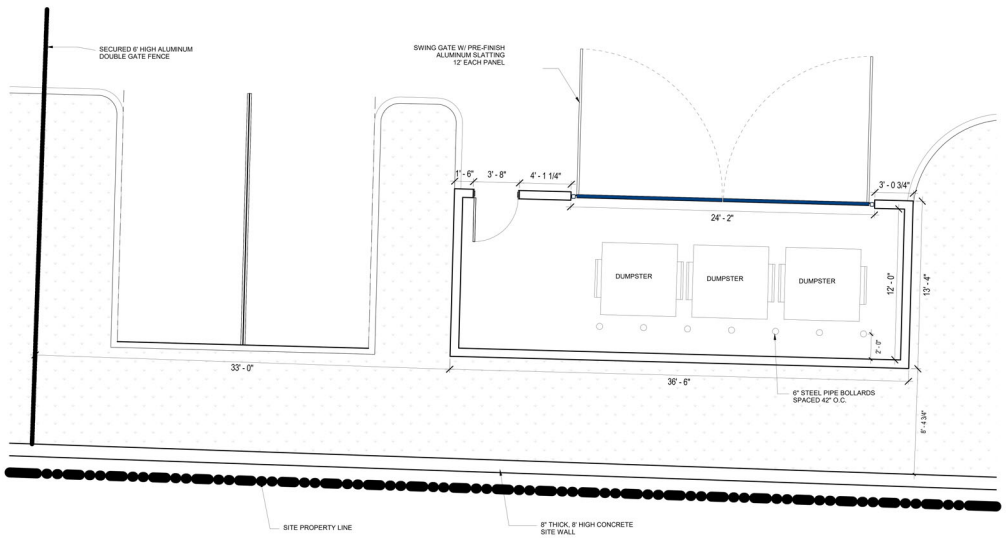
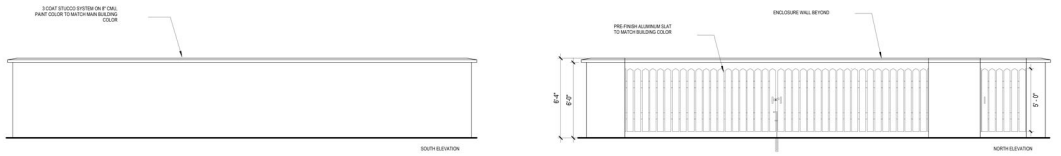
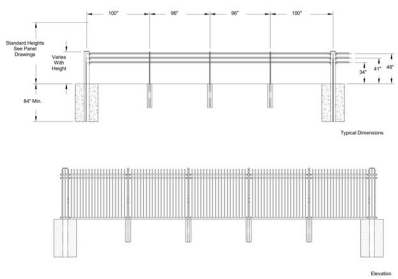


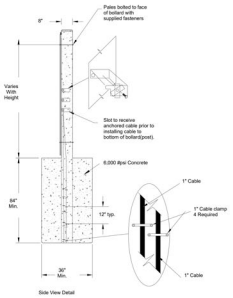
TRASH ENCLOSURE ENLARGED PLAN 1/4" = 1'-0" 12

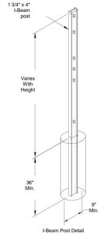


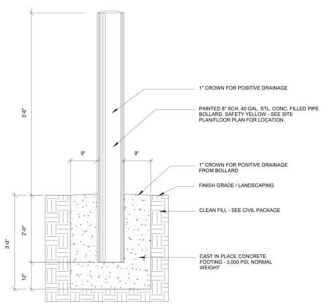
TRASH ENCLOSURE ELEVATIONS 1/4" = 1'-0" 6



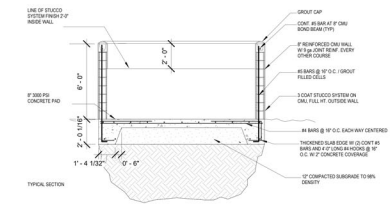
FENCE DETAIL N.T.S. 5



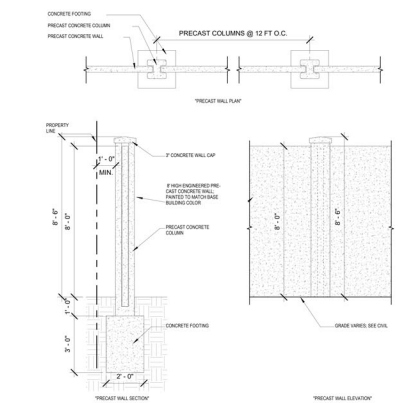




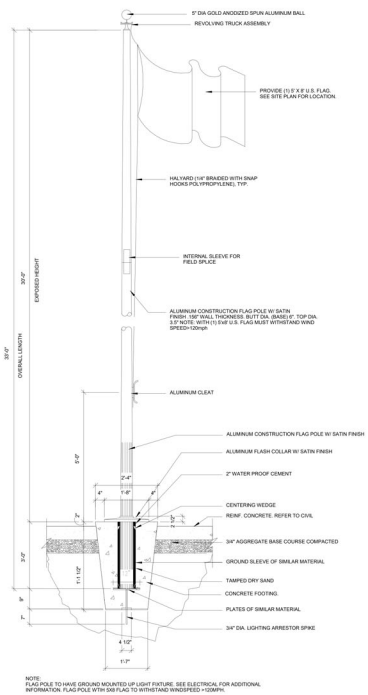
BOLLARD DETAIL N.T.S. 4



TRASH ENCLOSURE 1/4" = 1'-0" 3



ENGINEERED PRECAST CONCRETE WALL 3/8" = 1'-0" 2



FLAG POLE DETAIL N.T.S. 1

CLIENT

CITY OF RIVIERA BEACH
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Riviera Beach, FL 33404

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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BALINT REGISTERED ARCHITECT AR0016653 7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL
33404

PROJECT NUMBER

1007657.00

SHEET TITLE

SITE DETAILS

SHEET NUMBER

A1.10

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/8/2025 9:53:43 PM

GENERAL NOTES

A REFER TO SHEETS G1.00E FOR GENERAL ABBREVIATIONS AND ARCHITECTURAL SYMBOLS.
B DASHED LINES REPRESENT ITEMS ABOVE.
C REFER TO SHEET I0.10 FOR PARTITION TYPES AND DETAILS. PARTITIONS NOT IDENTIFIED SHALL BE TYPE A5 UNO.
D REFER TO SHEET I0.30E FOR DOOR, WINDOW, LOUVER, AND STOREFRONT ELEVATIONS.
E REFER TO SHEETS I0.30E FOR DOOR SCHEDULE & FOR TYPICAL DOOR DETAILS.
F FOR LOCKERS AND TOILET ROOM DIMENSIONS, REFER TO ENLARGED FLOOR PLANS.
G DIMENSIONS ARE TO COLUMN GRID, FACE OF MASONRY/CONCRETE/PRECAST, FACE OF METAL STUD, UNO.
H PROVIDE ALL NECESSARY FIREPROOFING MATERIALS TO MAINTAIN REQUIRED RATINGS.
I REFER TO SHEET G1.00E FOR LIFE SAFETY PLANS.
J REFER TO PLUMBING SHEETS FOR FLOOR DRAIN LOCATION COORDINATION.
K REFER TO SHEET A8.00 FOR TYPICAL EQUIPMENT MOUNTING HEIGHTS.
L REFER TO STRUCTURAL SHEET FOR TILT UP PANEL ELEVATIONS, OPENING DIMENSIONS AND DETAILS.
M REFER TO SHEET SERIES I2.21 FOR FINISH SCHEDULE AND KEY TO FINISHES.
N REFER TO SHEET I0.10 FOR THROUGH PENETRATION FIRESTOP SYSTEM SCHEDULE AND WALL PRIORITIES.

KEYNOTES

1 FORKLIFT STORAGE AREA
2 SECURED FENCE
3 TEMPORARY VEHICLE STORAGE
4 DASHED LINE REPRESENTS CANOPY ABOVE
5 WALL MOUNTED HIGH DENSITY BIKE RACK

OVERALL FIRST FLOOR PLAN 1/8" = 1'-0" (1)

PLAN NORTH

1/8" = 1'-0" GRAPHIC SCALE

FILE NAME: C:\@Revit\Local\1007657 - RBPD_Evidence_and_Fire_Range_Building_2025.07.07_zsatelhjeeJ8L93.rvt
DATE STAMP: 7/9/2025 10:43:24 AM

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No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT
STATE OF FLORIDA JOBY L. BAUNT REGISTERED ARCHITECT AR0016653
7/9/2025

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/09/2025

PROJECT NAME
RBPD EVIDENCE & FIRE RANGE BUILDING

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
FLOOR PLAN, GROUND - EVIDENCE/ FIRING RANGE

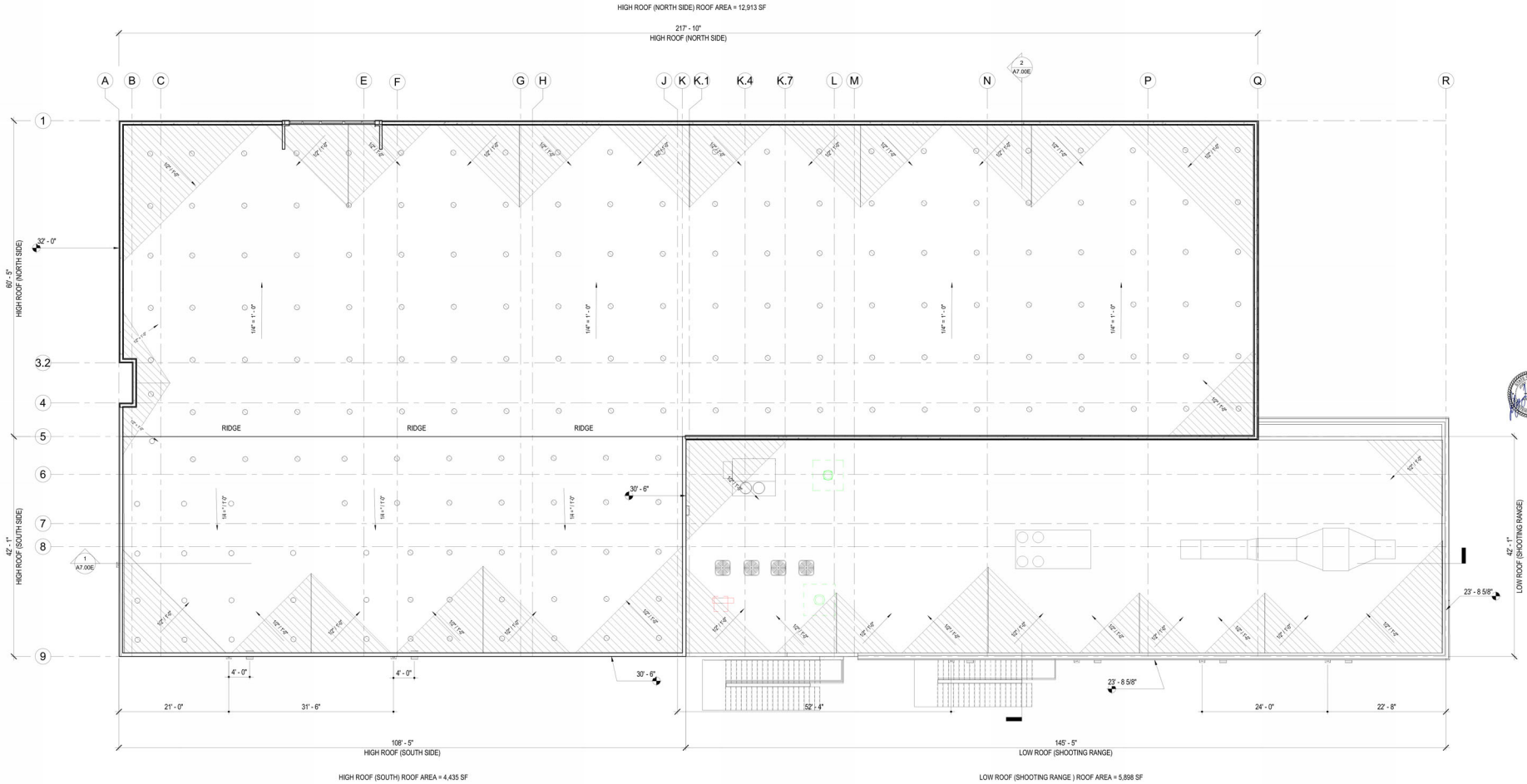
SHEET NUMBER
A2.01E

ROOF PLAN NOTES

1. DO NOT SCALE DRAWINGS, CONTACT ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. REFER TO MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION AND ROOFTOP MECHANICAL EQUIPMENT.
4. PROVIDE WALKWAY PADS AROUND ALL ROOFTOP MECHANICAL EQUIPMENT.
5. PROVIDE WALKWAY PADS FROM ROOFTOP ACCESS MECHANICAL EQUIPMENT FOR PROTECTION.
6. REFER TO STRUCTURAL DRAWINGS FOR "ALLOWABLE" DESIGN WIND PRESSURE REQUIREMENTS RELATED TO THE ROOFING SYSTEM.
7. ROOFING SYSTEM TO HAVE CURRENT MIAMI DADE NOA AND/OR FLORIDA PRODUCT APPROVALS THAT MEET OR EXCEED THE DESIGN WIND PRESSURES.
8. REFER TO SHEET G0.02 FOR GENERAL ABBREVIATIONS AND ARCHITECTURAL SYMBOLS.
9. R-VALUE FOR ALL ROOF INSULATION IS TO BE EQUAL TO FLORIDA BUILDING CODE REQUIREMENT FOR THE CLIMATE ZONE REGION (1A).
10. PARAPET HEIGHTS ARE TO TOP OF TILT-WALL OR METAL STUD. PRESSURE TREATED WOOD NAILERS AND METAL COPING/ FLASHING OCCUR ABOVE THIS HEIGHT.

GRAPHIC LEGEND

- INDICATES 1/4" PER FOOT SLOPE TO DRAIN AT ROOF
- INDICATES ROOF PITCH
- WALK PADS
- .00.0 — NEW OR FINISH POINT ELEVATION
- A10 — SHEET KEYNOTE
- REFERENCE
- 1/G — A7.101 — BUILDING SECTION REFERENCE



OVERALL ROOF PLAN 1/8" = 1'-0" (1)

PLAN NORTH

0 5' 10' 20' 30' 40'

3/32" = 1'-0" GRAPHIC SCALE

FILE NAME: C:\@Revit\Local\1007657 - RBPD_Evidence_and_Fire_Range_Building_2025.07.07_lschilling99NN7.rvt
DATE STAMP: 7/9/2025 11:04:57 AM

CLIENT

CITY OF RIVIERA BEACH
1481 West 15 Street
Riviera Beach, FL 33404

ARCHITECT OF RECORD

PGAL, Inc.
791 Park of Commerce Blvd.
Suite 400
Boca Raton, FL 33487
T 561 988 4002
www.pgal.com

CONSTRUCTION MANAGER/BUILDER

CORE CONSTRUCTION
1641 Worthington Rd
West Palm Beach
FL 33409

PUBLIC SAFETY CONSULTANT/ARCHITECT

JL2 ARCHITECTURE INC.
1678 Kingston Road
Longwood, FL
32750

REGISTRATION

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INTERIM REVIEW
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DRAWING HISTORY

NO.	DATE	DESCRIPTION

CONSULTANT

STATE OF FLORIDA JOBY L. BALINT AR0016653 REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RBPD EVIDENCE & FIRE RANGE BUILDING

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

SHEET TITLE

FLOOR PLAN, ROOF - EVIDENCE/ FIRING RANGE

SHEET NUMBER

A2.03E

FLOOR PLAN NOTES

1. ROOM AND DOOR REFERENCE NUMBERS ARE FOR DESIGN AND CONSTRUCTION COORDINATION PURPOSES ONLY.
2. DO NOT SCALE DRAWINGS. CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
3. ALL DIMENSIONS ARE TO FACE OF STUD, GRID LINE OR FACE OF MASONRY.
4. ALL DIMENSIONS NOTED AS "CLEAR" OR "FINISH" ARE TO FACE OF FINISH SURFACE TO MAINTAIN ADA CLEARANCES.
5. FOR FURTHER DIMENSIONS, SEE LARGE SCALE PLANS, INTERIOR ELEVATIONS, REFLECTED CEILING PLANS AND DETAILS.
6. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
7. REFER TO SHEET G0.02 "GENERAL PROJECT INFORMATION" FOR GENERAL NOTES, GRAPHICS AND ABBREVIATIONS FOR ADDITIONAL INFORMATION.
8. REFER TO SHEET G0.03 AND G0.04 REGARDING "ACCESSIBILITY INFORMATION AND DIAGRAMS" FOR ADDITIONAL INFORMATION.
9. CONTRACTOR SHALL FIELD COORDINATE LOCATION, SIZE AND TYPE OF NON-COMBUSTIBLE BLOCKING FOR INSTALLATION OF SIGNAGE, TOILET ACCESSORIES, HARDWARE, MILLWORK, ETC.
10. ALL CONCEALED WOOD OR EXPOSED PLYWOOD BACKING IN MECHANICAL, ELECTRICAL AND I.T. ROOMS SHALL BE FIRE RETARDANT TREATED (F.R.T).
11. REFER TO G.0. (LIFE SAFETY) SERIES DRAWINGS FOR ADDITIONAL INFORMATION AND FIRE RATING.
12. REFER TO G.0. (LIFE SAFETY), FIRE PROTECTION, PLUMBING, MECHANICAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.

WALL/PARTITION GRAPHIC LEGEND

X ###
PARTITION TYPE TAG

CMU W/OUT FURRING

CMU W/FURRING

DRYWALL PARTITION

DRYWALL PARTITION W/ BATT INSULATION

TILT WALL W/ FURRING

TILT WALL W/O FURRING

REFER TO SHEET A0.10 FOR GENERAL PARTITION NOTES AND DETAILS. REFER TO SHEET A0.11 FOR PARTITION TYPE SCHEDULE.

S1.03 — LEVEL, DOOR NUMBER, (RE: DOOR SCHEDULE)

ROOM — ROOM NAME, 02122 — (RE: ROOM FINISH SCHEDULE), ROOM NUMBER, LEVEL, SECTION/AREA

W12 — WINDOW TAG

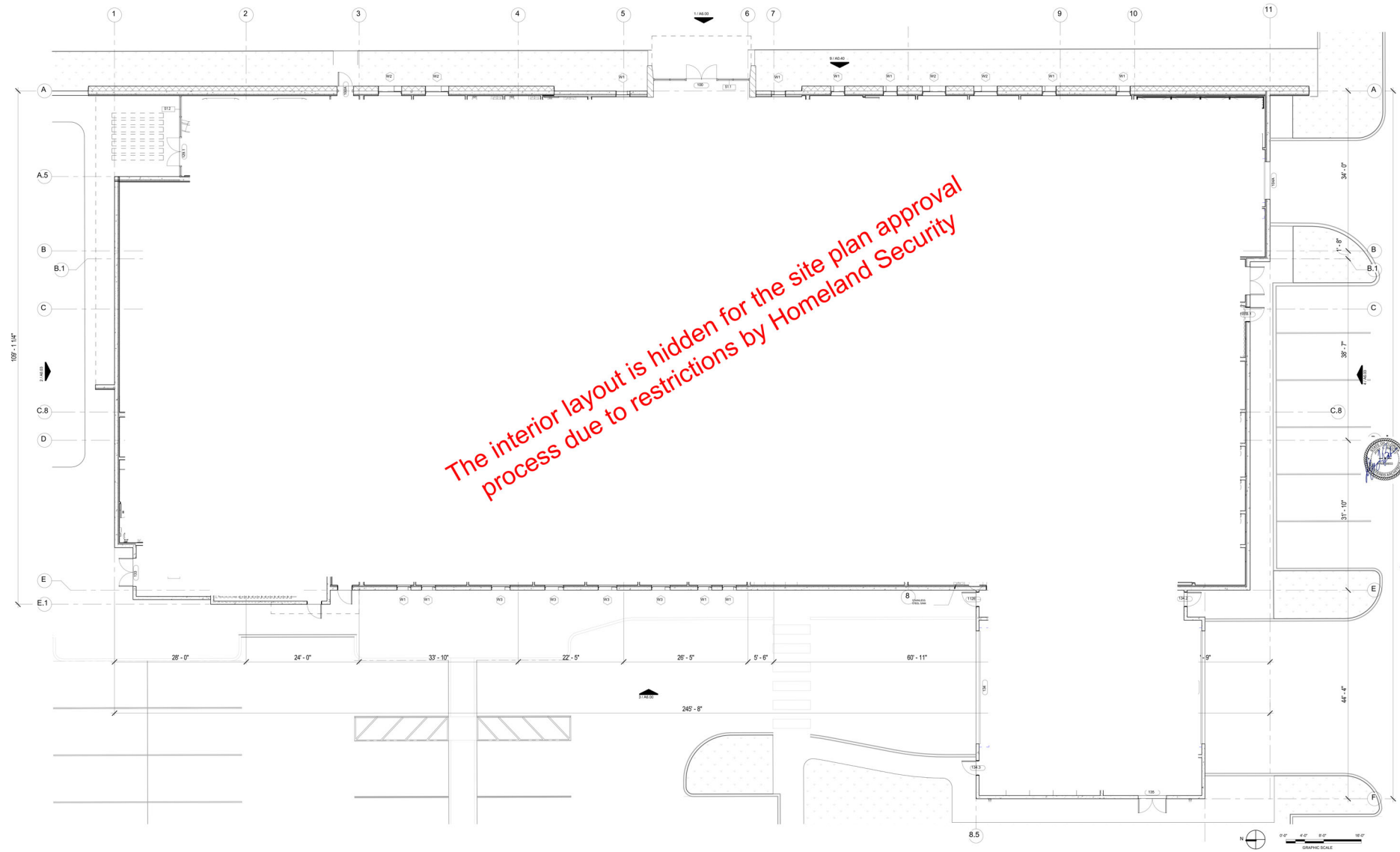
A10 — SHEET KEYNOTE

A203 — PARTITION TYPE (RE: PARTITION SCHEDULE)

EXTERIOR — ELEVATION NUMBER, A7.1 A311.01, SHEET NUMBER, 03W — REFERENCE

12, A7.101 — 12W14 — BUILDING SECTION REFERENCE

KEY NOTES



GROUND FLOOR - ANNOTATION PLAN

18" x 1'-6" 1

CLIENT

CITY OF RIVIERA BEACH
1481 West 15 Street
Riviera Beach, FL 33404

ARCHITECT OF RECORD

PGAL, Inc.
791 Park of Commerce Blvd.
Suite 400
Boca Raton, FL 33487
T 561 988 4002
www.pgal.com

CONSTRUCTION MANAGER/BUILDER

CORE CONSTRUCTION
1641 Worthington Rd
West Palm Beach
FL 33409

PUBLIC SAFETY CONSULTANT/ARCHITECT

JL2 ARCHITECTURE INC.
1678 Kingston Road
Longwood, FL
32750

REGISTRATION

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AR-0016653
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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA — JOBY L. BALINT — REGISTERED ARCHITECT — AR0016653 — 7/9/2025

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/09/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
GROUND FLOOR ANNOTATION PLAN

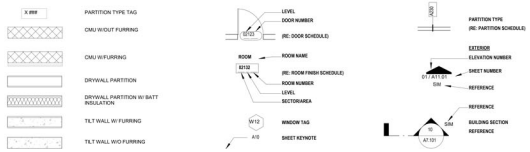
SHEET NUMBER
A2.10A

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/9/2025 9:53:46 PM

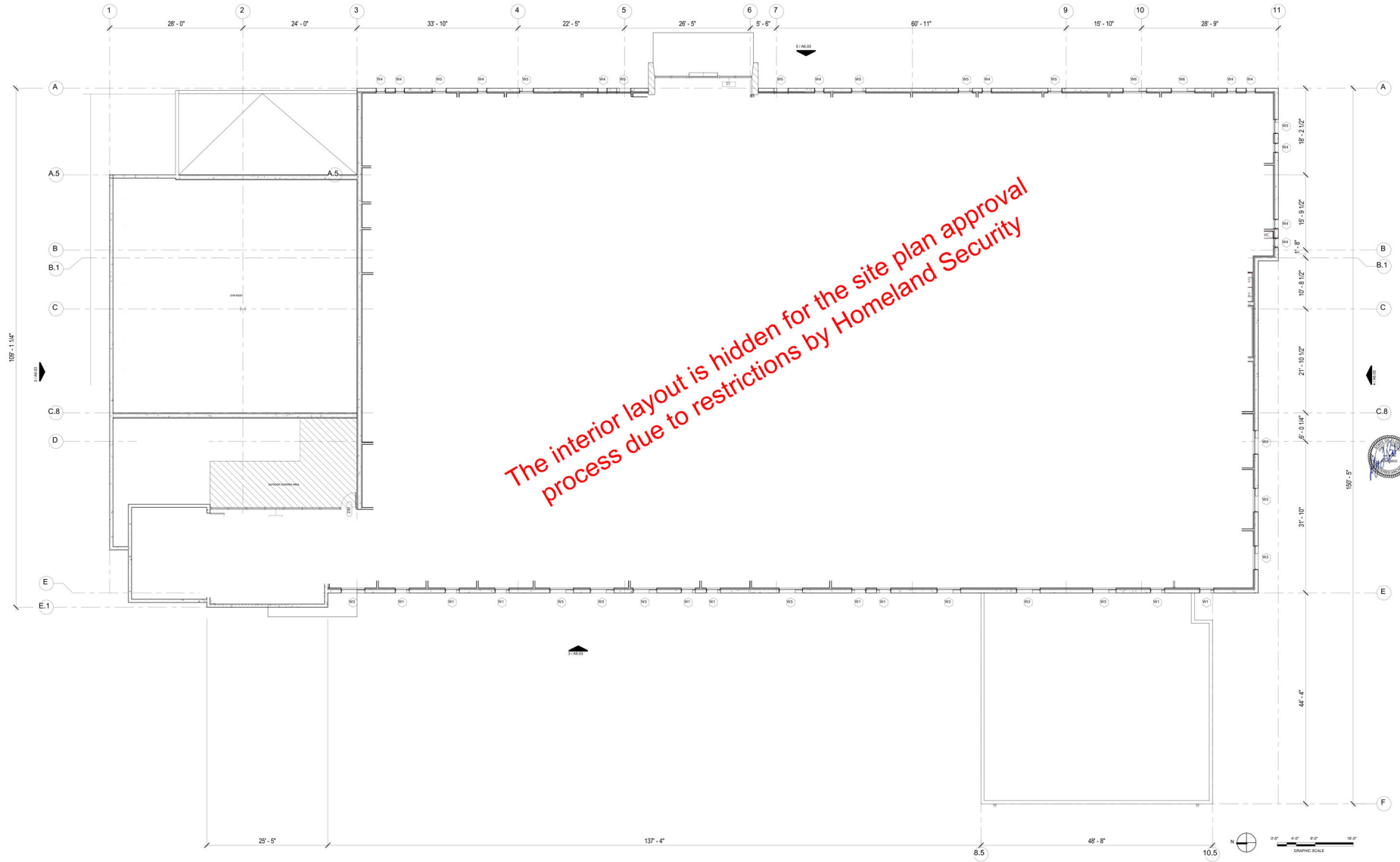
FLOOR PLAN NOTES

1. ROOM AND DOOR REFERENCE NUMBERS ARE FOR DESIGN AND ROOM AND DOOR BORDERING NUMBERS ONLY.
2. DO NOT SCALE DRAWINGS. CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
3. ALL DIMENSIONS ARE TO FACE OF STUD, GRID LINE OR FACE OF CONCRETE.
4. ALL DIMENSIONS NOTED AS "CLEAR" OR "FINISH" ARE TO FACE OF FINISH SURFACE TO MAINTAIN ADA CLEARANCES.
5. FOR FURTHER DIMENSIONS: SEE LARGE SCALE PLANS, INTERIOR ELEVATIONS, EXTERIOR ELEVATIONS, SECTIONS, AND DETAILS.
6. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN THE CONTRACT DOCUMENTS IMMEDIATELY.
7. REFER TO SHEET G0.02 "GENERAL PROJECT INFORMATION" FOR GENERAL PROJECT GRAPHICS AND ABBREVIATIONS FOR ADDITIONAL INFORMATION.
8. REFER TO SHEET G0.03 AND G0.04 REGARDING "ACCESSIBILITY" FOR ADDITIONAL INFORMATION AND ACCESSIBILITY SIGNAGE.
9. CONTRACTOR SHALL FIELD COORDINATE LOCATION, SIZE AND TYPE OF NON-COMBUSTIBLE BLOCKING FOR INSTALLATION OF SIGNAGE, TOILET ACCESSORIES, HARDWARE, MILLWORK, ETC.
10. ALL CONCEALED WOOD OR EXPOSED PLYWOOD BACKING IN ELECTRICAL CLOSETS, ROOF OR TELECOMMUNICATIONS ROOMS SHALL BE FIRE RETARDANT TREATED (F.R.T.).
11. REFER TO LS (LIFE SAFETY) SERIES DRAWINGS FOR ADDITIONAL INFORMATION AND FIRE RATINGS.
12. REFER TO STRUCTURAL FIRE PROTECTION, PLUMBING, MECHANICAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.

WALL/PARTITION GRAPHIC LEGEND



KEY NOTES



The interior layout is hidden for the site plan approval process due to restrictions by Homeland Security

SECOND FLOOR ANNOTATION PLAN 1/8" = 1'-0" (1)

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/8/2025 9:53:48 PM

CLIENT

CITY OF RIVIERA BEACH
1481 West 15 Street
Riviera Beach, FL 33404

ARCHITECT OF RECORD

PGAL

PGAL, Inc.
791 Park of Commerce Blvd.
Suite 400
Boca Raton, FL 33487
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CONSTRUCTION MANAGER/BUILDER

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1641 Worthington Rd
West Palm Beach
FL 33409

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JL2 ARCHITECTURE INC.
1678 Kingston Road
Longwood, FL
32750

REGISTRATION

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DRAWING HISTORY

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A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA
JOBY L. BALINT
AR0016653
REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN
RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH
POLICE
DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE
HERON BLVD.
RIVIERA BEACH, FL
33404

PROJECT NUMBER

1007657.00

SHEET TITLE

SECOND FLOOR
ANNOTATION PLAN

SHEET NUMBER

A2.20A

ROOF PLAN NOTES

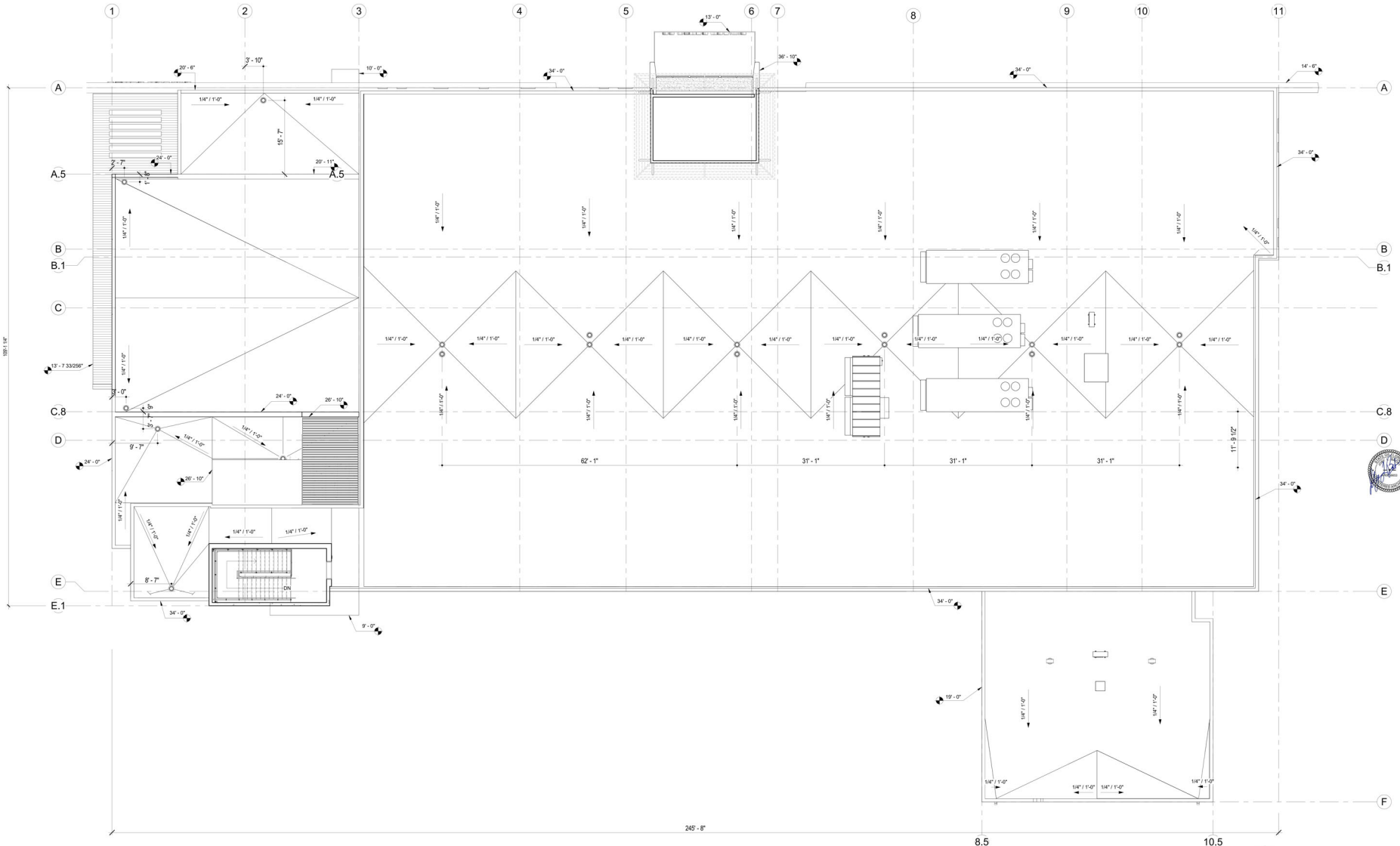
1. 1. DO NOT SCALE DRAWINGS, CONTACT ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. REFER TO MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION AND ROOFTOP MECHANICAL EQUIPMENT.
4. PROVIDE WALKWAY PADS AROUND ALL ROOFTOP MECHANICAL EQUIPMENT.
5. PROVIDE WALKWAY PADS FROM ROOFTOP ACCESS MECHANICAL EQUIPMENT FOR PROTECTION.
6. REFER TO STRUCTURAL DRAWINGS FOR "ALLOWABLE" DESIGN WIND PRESSURE REQUIREMENTS RELATED TO THE ROOFING SYSTEM.
7. ROOFING SYSTEM TO HAVE CURRENT MIAMI DADE NOA AND/OR FLORIDA PRODUCT APPROVALS THAT MEET OR EXCEED THE DESIGN WIND PRESSURES.

GRAPHIC LEGEND

- INDICATES 1/4" PER FOOT SLOPE TO DRAIN AT ROOF
- INDICATES ROOF PITCH
- WALK PADS

KEY NOTES

R1	3 PLY MODIFIED BITUMINOUS ROOFING SYSTEM WITH A WHITE GRANULAR CAP SHEET OVER LIGHT WEIGHT INSULATING CONCRETE AND R-21 MIN. AT LOW POINT.
R2	PREFINISHED ALUMINUM COPING CAP. REFER TO SHEET A7.80 FOR DETAILS.
R3	8"X8" PRIMARY SCUPPER, PREFINISHED ALUMINUM 6"X6" DOWNSPOUT WITH 12"X12" COLLECTOR BOX. TWO (2) 8" WIDE BY 4" HIGH EMERGENCY OVER FLOW SCUPPER.
R4	WALL MOUNTED ALUMINUM ROOF ACCESS LADDER. REFER TO A7.51 FOR MORE INFORMATION.
R5	WALK PAD TYPICAL , SEE A7.80 FOR MORE INFORMATION
R6	DOWNSPOUT TO CONNECT WITH THE UNDER GROUND STORM WATER MANAGEMENT SYSTEM: 6"x6"x6" PVC DOWNSPOUT ADAPTER (CONNECTOR REQUIRED) SEE CIVIL DRAWINGS FOR ADDITIONAL INFORMATION.
R7	ROOFTOP EQUIPMENTS; REFER TO MEP FOR MORE INFORMATION.
R8	PRE-FINISHED ALUMINUM EYEBROW BY PEACHTREE PROTECTIVE COVERS (OR EQUAL) SEE EXTERIOR ELEVATIONS FOR ADDITIONAL INFORMATION. COLOR TO BE SELECTED FROM THE STANDARD COLOR CHART; DARK GREY. SEE ROOF PLAN FOR SIZES. THE FASICIA HEIGHT TO BE 6" MINIMUM.
R9	PRE-FINISHED ALUMINUM CANOPY AT THE PATIO BY PEACHTREE PROTECTIVE COVERS (OR EQUAL). COLOR TO BE WHITE. FASICA AND COLUMN SUPPORTS TO BE DARK GREY. SEE FLOOR PLAN AND EXTERIOR ELEVATIONS FOR ADDITIONAL INFORMATION.
R10	PRE-FINISHED ALUMINUM 8"x8" EYEBROW PROJECTION; DARK GREY



ROOF PLAN 1/8" = 1'-0" (1)

CLIENT

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Riviera Beach, FL 33404

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A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BAUNT REGISTERED ARCHITECT AR0016653
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

SHEET TITLE

ROOF PLAN

SHEET NUMBER

A2.30

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/9/2025 10:34:45 AM

Engineering and Public Works Department
P.O. Box 21229
West Palm Beach, FL 33416-1229
(561) 684-4000
FAX: (561) 684-4050
www.pbc.gov

Palm Beach County Board of County Commissioners
Maria G. Marino, Mayor
Sara Baxter, Vice Mayor
Gregg K. Weiss
Joel G. Flores
Marci Woodward
Maria Sachs
Bobby Powell Jr.

County Administrator
Joseph Abruzzo

November 13, 2025

Saurabh B Basnet, P.E., RSP1
Via Planning, Inc.
2101 West Commercial Boulevard, Suite 3200
Fort Lauderdale, Florida, 33309

RE: Riviera Beach Police Department
Project #: 250806
Traffic Performance Standards (TPS) Review

Dear Mr. Basnet:

The Palm Beach County Traffic Division has reviewed the above referenced project Traffic Impact Statement, dated August 2025, revised November 2025, pursuant to the Traffic Performance Standards in Article 12 of the Palm Beach County (PBC) Unified Land Development Code (ULDC). The project is summarized as follows:

Municipality:	Riviera Beach
Location:	SWC of W Blue Heron Blvd and Avenue S
PCN:	56-43-42-29-04-007-0181/-0010/-008-0010
Access:	One right-in/right-out access driveway on W Blue Heron Blvd, and two full access driveways on Avenue S (As used in the study and is NOT necessarily an approval by the County through this TPS letter)
Existing Uses:	Aquatic Park / Recreational Center = 5,459 SF
Proposed Uses:	Police Headquarters = 48,643 SF, and Warehouse/Storage = 23,590 SF
Net Daily Trips:	982 (Proposed – Existing)
Net Peak Hour Trips:	156 (118/38) AM; 73 (15/58) PM (Proposed – Existing)
Total Daily Trips:	1139
Total Peak Hour Trips:	166 (125/41) AM; 87 (22/65) PM
Build-out:	December 31, 2028

Based on our review, the Traffic Division has determined that the proposed development **meets** the Traffic Performance Standards of Palm Beach County. However, some roadway links and intersections will experience background failures (i.e., not meeting the adopted Level of Service) during the initial phase of the project, without the project traffic. Same is true for the build-out scenario. Since these deficiencies are due to background traffic, the applicant is not required to contribute to the proportionate share cost for roadway capacity improvements.

Please note a conceptual driveway pre-approval letter from the FDOT must be obtained for the access connection onto W Blue Heron Blvd.

Please note the receipt of a TPS approval letter does not constitute the review and issuance of a Palm Beach County Right-of-Way (R/W) Construction Permit nor does it eliminate any requirements that may be deemed as site related. For work

"An Equal Opportunity Employer"

printed on sustainable and recycled paper

within Palm Beach County R/W, a detailed review of the project will be provided upon submittal for a R/W permit application. The project is required to comply with all Palm Beach County standards and may include R/W dedication.

No building permits are to be issued by the City after the build-out date specified above. The County traffic concurrency approval is subject to the Project Aggregation Rules set forth in the Traffic Performance Standards Ordinance.

The approval letter shall be valid no longer than one year from date of issuance, unless an application for a Site Specific Development Order has been approved, an application for a Site Specific Development Order has been submitted, or the approval letter has been superseded by another approval letter for the same property.

If you have any questions regarding this determination, please contact me at 561-478-5755 or email MRahman@pbc.gov.

Sincerely,

Rahman

Moshiur Rahman, Ph.D., P.E.
Professional Engineer
Engineering and Public Works Dept.
Traffic Division

MR:QB:yg

ec: Addressee
Mary Savage Dunham, Assistant Director of Development Service, City of Rivera Beach
Quazi Bari, P.E., PTOE, Manager - Growth Management, Traffic Division
Alberto Lopez - Technical Assistant III, Traffic Division

File: General - TPS - Mun - Traffic Study Review
F:\TRAFFIC\MR\MUN\APPROVED\2025\250806 RIVIERA BEACH POLICE DEPARTMENT.DOCX

AGENT AUTHORIZATION FORM

Owner(s) of Record: City of Riviera Beach, Fl. (mailing address: 1481 W 15th St, 2nd floor, Riviera beach, FL 33404)

STATE OF FLORIDA
COUNTY OF PALM BEACH

BEFORE ME, the undersigned authority personally appeared Jonathan Evans

who, being first duly sworn upon oath and personal knowledge say(s) that they are the owner(s) of record of the following described real property:

City of Riviera Beach Police Headquarters

the street address of which is: 1621 BLUE HERON DRIVE, RIVIERA BEACH, FLORIDA

and that we hereby appoint:

Name: Ted Cava (Core Construction).
Address: 1640 Worthington Rd, #405
West Palm Beach, Fl. 33409
Telephone: 941-650-0533

as our authorized agent, to file applications and papers with the City of Riviera Beach, and to represent me (us) at any Hearing regarding my (our) interest.

_____ (Seal)

_____ (Seal)

_____ (Seal)

Sworn to and subscribed before me this 9th day of August, 2024.

Notary Public

TANYA M MCCRAY
Notary Public - State of Florida
Commission # HH 479391
My Comm. Expires May 4, 2028
Bonded through National Notary Assn.

Planning and Zoning Division
600 W. Blue Heron Blvd.
Riviera Beach, FL 33404
Phone: (561) 845-4060
Email: POC@rivierabeach.org

AFFIDAVIT OF INSTALLATION OF NOTIFICATION SIGNS

INSTRUCTIONS: To be completed by individual submitting application (property owner, petitioner with consent, or authorized agent).

Application Number and Name: SP-25-0007 & LU-25-0003 / New Police HQ

Date(s) of Public Hearing(s): May 20th and June 3rd, 2026 / City Council

STATEMENT OF COMPLETENESS AND ACCURACY

In accordance with the requirements of Section 31-4 Public Notification Signs, of the Code of Ordinances of Riviera Beach, Joby Balint (Name of Person), hereby certify that 3 (Number of Signs) Notification Signs, herein called Signs, for the above Application Number and Name have been posted/installed on the subject property under review for said Application located at: 1621 W. Blue Heron Riviera Beach, FL 33404 (and identified by PCN's 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010 & 56-43-42-29-04-008-0010) (Address/ Location of Signs).

The Signs have been produced and meet the specifications of the requirements of the City of Riviera Beach, Zoning Division's Technical Manual. Posting/Installation of the Signs was completed on 5/5/2026 (Date of Posting/ Installation), which was no less than fifteen (15) days prior to the first public hearing listed above. Said signs have been posted in a manner which provides an unobstructed view and which allows for clear reading from the street(s) along W. Blue Heron and Avenue S (Insert Street Names).

I will ensure that the Signs remain on the subject property, until the application has had a Final Development Order by the Hearing Officer, Planning and Zoning Board, or City Council or has been withdrawn by the Applicant. The Signs, in no case, shall remain on the subject property more than five (5) days following the Final Board Action. I understand that any knowingly false, inaccurate, or incomplete information provided by me will result in the denial, revocation, postponement, or administrative withdrawal of this application request.

Supportive Documents: Attached hereto as Attachment "A" is a complete list of all photographs of posted signs along the subject property.

Check (X) one: I am the [ ] property owner [ ] agent [X] other Applicant.

Joby L. Balint, AIA, LEED AP BD+C — (Name - type, stamp or print clearly)

— (Signature)

PGAL, Inc. — (Name of Firm)

791 Park of Commerce Blvd. Suite 400
Boca Raton, FL 33487 — (Address, City, State, Zip)

NOTARY PUBLIC INFORMATION:

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 6th day of May, 2026 by Joby L. Balint (Name of person acknowledging). He/she is personally known to me or has produced _____ (Type of identification) as identification and did/did not take an oath (circle correct response).

Megan Gonzalez — (Name - type, stamp or print clearly)

Megan Gonzalez — (Signature)

My Commission Expires on: Nov. 21, 2026

NOTARY PUBLIC STATE OF FLORIDA
MEGAN GONZALEZ
Commission # HH 311582
Expires November 21, 2026

NOTARY'S SEAL OR STAMP

ATTACHMENT A: Photographs of Signs

All posted signs along the subject property are required to be photographed and attached here.

Planning and Zoning Division
600 W. Blue Heron Blvd.
Riviera Beach, FL 33404
Phone: (561) 845-4060
Email: POC@rivierabeach.org

AFFIDAVIT OF MAILED NOTICE

INSTRUCTIONS: To be completed by individual submitting application (property owner, petitioner with consent, or authorized agent).

Application Number and Name: SP-25-0007 & LU-25-0003 / New Police HQ

Date(s) of Public Hearing(s): May 20th and June 3rd, 2026 / City Council

STATEMENT OF COMPLETENESS AND ACCURACY

In accordance with the requirements of Section 31-4 Public Notification Signs, of the Code of Ordinances of Riviera Beach, Joby L. Balint, hereby certify that Public Notifications, for the above Application Number and Name have been mailed to the property owners within a 300 foot radius of the subject property PCN: 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010 & 56-43-42-29-04-008-0010 as obtained from the Palm Beach County Property Appraiser's Office on, August 27, 2025. The Public Notifications were mailed on, May 5, 2026, which is at least fifteen (15) days prior to the meeting date.

Supportive Documents: Attached hereto is the 300 foot radius map and property ownership list.

Check (X) one: I am the [ ] property owner [ ] agent [X] other Applicant.

Joby L. Balint, AIA, LEED AP BD+C
(Name - type, stamp or print clearly)

(Signature)

PGAL, Inc.
(Name of Firm)

791 Park of Commerce Blvd. Suite 400
Boca Raton, FL 33487
(Address, City, State, Zip)

NOTARY PUBLIC INFORMATION:

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 6th day of May, 2026 by Joby L. Balint. He/she is personally known to me or has produced _____
(Name of person acknowledging) (Type of identification)
as identification and did/did not take an oath (circle correct response).

Megan Gonzalez
(Name - type, stamp or print clearly)

(Signature)

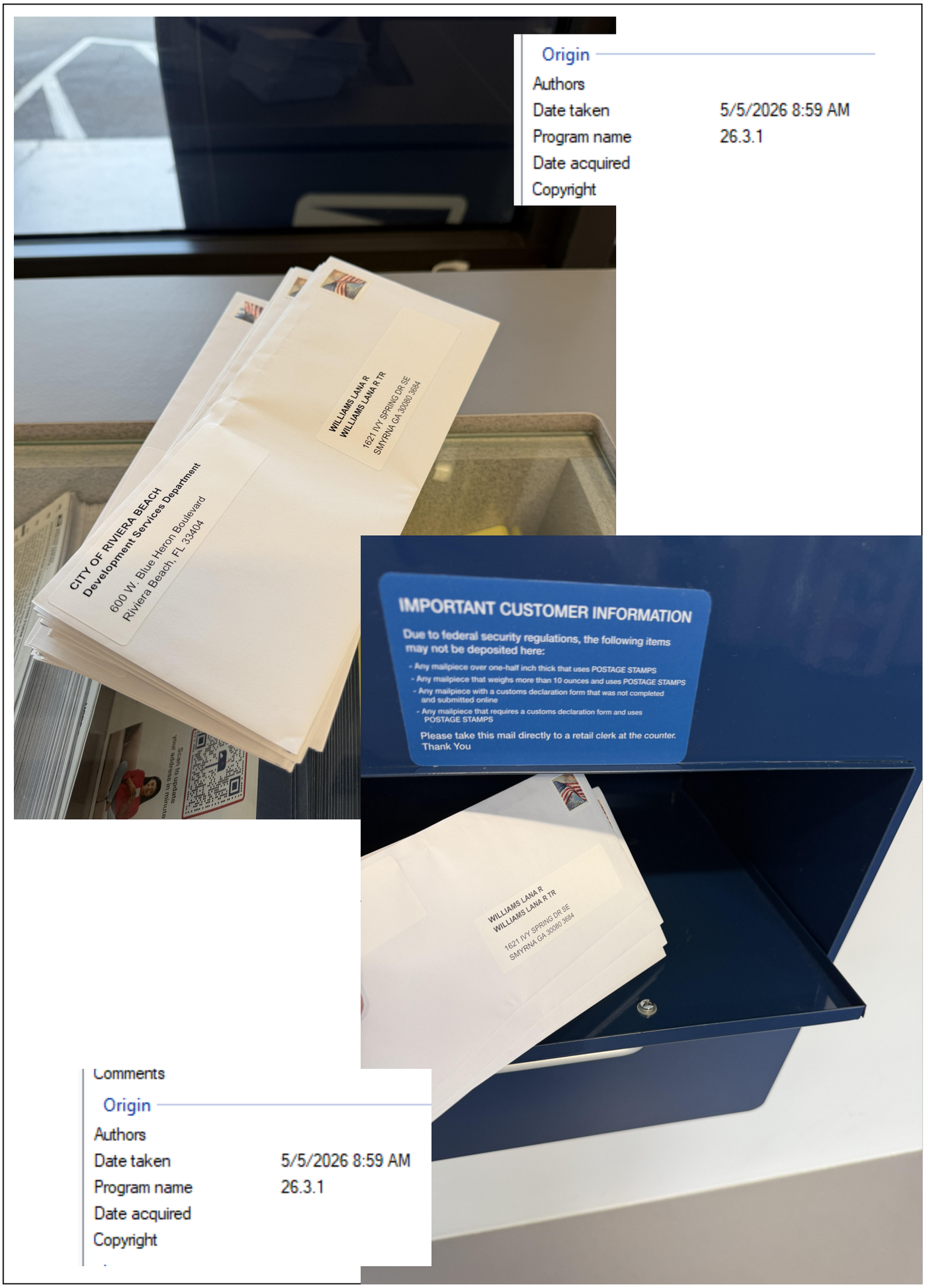
My Commission Expires on: Nov. 21, 2026

NOTARY PUBLIC STATE OF FLORIDA
MEGAN GONZALEZ
Commission # HH 311582
Expires November 21, 2026

NOTARY'S SEAL OR STAMP

ATTACHMENT A: Photographs of Signs

All posted signs along the subject property are required to be photographed and attached here.



PUBLIC NOTICE MAILING LIST (300' RADIUS)

PROJECT NAME: RIVIERA BEACH POLICE DEPARTMENT
PROJECT LOCATION:1621 WEST BLUE HERON BLVD. RIVIERA BEACH, FL 33404
APPLICANT NAME: PGAL INC.
PUBLIC HEARING DATE: September 17, 2025

NO.	PARCEL NUMBER	LOCATION ADDRESS	OWNER(S)	MAILING ADDRESS
1	56-43-42-30-37-003-0000	1700 W BLUE HERON BLVD	GINKO BILOBA LLC	6250 N MILITARY TRL STE 204 WEST PALM BEACH FL 33407 1407
2	56-43-42-29-04-004-0261	1694 W BLUE HERON BLVD	DUBIQUE JEAN	1694 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
3	56-43-42-29-04-004-0241	1682 W BLUE HERON BLVD	DAVIS NAREAKA L	1682 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
4	56-43-42-29-04-004-0211	1674 W BLUE HERON BLVD	WATTS FAMILY TRUST WATTS HOMER JR TR & WATTS MARY J TR	17860 116TH TER N JUPITER FL 33478 4737
5	56-43-42-29-04-004-0191	1662 W BLUE HERON BLVD	MARTIN SARAI & MARTIN YULISSA M	PO BOX 121273 FORT LAUDERDALE FL 33312 0022
6	56-43-42-29-04-004-0161	1650 W BLUE HERON BLVD	JEAN AVICENE	1650 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
7	56-43-42-29-04-004-0141	1642 W BLUE HERON BLVD	SHAW RHONDA	1642 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
8	56-43-42-29-04-004-0111	1630 W BLUE HERON BLVD	BURRS ERNEST JR & BURRS KELLY	2642 W 28TH ST RIVIERA BEACH FL 33404 1813
9	56-43-42-29-04-004-0090	1622 W BLUE HERON BLVD	GREENE KARTISA L	1622 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
10	56-43-42-29-04-004-0061	2225 AVENUE S	WILLIAMS LARRY	2225 AVENUE S RIVIERA BEACH FL 33404 4030
11	56-43-42-29-04-004-0031	1600 W BLUE HERON BLVD	RENE JEAN R	1600 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
12	56-43-42-29-34-000-0110	1683 S 25TH CT	SLYDELL WILLIE J	1683 S 25TH CT RIVIERA BEACH FL 33404 4009
13	56-43-42-29-34-000-0120	1675 S 25TH CT	JENNINGS NETTIE L	1675 S 25TH CT RIVIERA BEACH FL 33404 4009
14	56-43-42-29-34-000-0130	1667 S 25TH CT	VAN HENRY L & LUZETTA TRUST VAN HENRY L TR VAN LUZETTA TR	16331 80TH ST N LOXAHATCHEE FL 33470 3080
15	56-43-42-29-34-000-0140	1655 S 25TH CT	GAYLE CHARLENE E	1655 S 25TH CT RIVIERA BEACH FL 33404 4009
16	56-43-42-29-34-000-0150	1643 S 25TH CT	KEMP MARIA A	1643 S 25TH CT RIVIERA BEACH FL 33404 4009
17	56-43-42-29-04-003-0060	1626 W 23RD ST	CRUZ ANTHONY G	1626 W 23RD ST RIVIERA BEACH FL 33404 4075
18	56-43-42-29-04-003-0040	1606 W 23RD ST	FYR SFR BORROWER LLC	3505 KOGER BLVD STE 400 DULUTH GA 30096 7672
19	56-43-42-29-04-003-0010	2301 AVENUE S 1	MERCURY HARRIS PATRICIA MERCURY JASPER B & MERCURY LOVETT JANICE & MERCURY OWENS JACQUELINE & MERCURY POWERY CAROLYN &	6935 AUSTRALIAN ST JUPITER FL 33458 3847
20	56-43-42-29-04-002-0220	2300 AVENUE S 5	2300 AVENUE S LLC	7495 ATLANTIC AVE STE 200 DELRAY BEACH FL 33446 1393
21	56-43-42-29-04-005-0010	1500 W BLUE HERON BLVD 1	RIVIERA BEACH BH APARTMENTS LLC	6823 S EASTERN AVE STE 101 LAS VEGAS NV 89119 4694
22	56-43-42-29-04-007-0240	1695 W BLUE HERON BLVD	SCHOOL BOARD OF PALM BEACH COUNTY FL PLANNING & INTERGOVERNMENTAL SERVICES	3661 INTRSTE PRK RD N STE 200 RIVIERA BEACH FL 33404 5906
23	56-43-42-30-00-000-5080	1901 AVENUE S	SCHOOL BD OF PALM BEACH COUNTY FL PLANNING & INTERGOVERNMENTAL SVCS	3661 INTSTATE PARK RD N STE 200 RIVIERA BEACH FL 33404 5906
24	56-43-42-29-04-006-0110	1581 W BLUE HERON BLVD	FREITAG MARK J TRUST FREITAG MARK J TR	207 HILLCREST DR DURANGO CO 81301 6516
25	56-43-42-29-04-006-0090	2130 AVENUE S 102	RB 1 REALTY LLC	551 GREENSWARD LN UNIT 3 DELRAY BEACH FL 33445 9006
26	56-43-42-29-04-006-0012	1521 W BLUE HERON BLVD	L A W HOLLYWOOD REALTY 1 LLC	PO BOX 3701 HOLLYWOOD FL 33083 3701
27	56-43-42-29-04-009-0010	2120 AVENUE S	JEHOVAH SHALOM BAPTIST CHURCH INC	1217 CHORUS WAY ROYAL PALM BEACH FL 33411 3116
28	56-43-42-29-04-009-0210	2100 AVENUE S	BULGIN JOSEPH A EST	2100 AVENUE S RIVIERA BEACH FL 33404 5233
29	56-43-42-29-04-009-0251	1569 W 21ST ST	SHITTO KEVIN & SHITTO WANSE	1569 W 21ST ST RIVIERA BEACH FL 33404 5219
30	56-43-42-29-04-009-0280	1564 W 21ST ST	DOWDELL EQUILLA	1564 W 21ST ST RIVIERA BEACH FL 33404 5220
31	56-43-42-29-04-009-0300	1552 W 21ST ST	JOHNSON GENE H	1552 W 21ST ST RIVIERA BEACH FL 33404 5220
32	56-43-42-29-04-010-0180	2024 AVENUE S	KING MICHAEL & KING CHRISTINE L	2024 AVENUE S RIVIERA BEACH FL 33404 5232
33	56-43-42-29-04-010-0201	2016 AVENUE S	CASTRO MESA JUAN J & MONTOYA VICTORIA E	2016 AVENUE S RIVIERA BEACH FL 33404 5232
34	56-43-42-29-04-010-0231	2000 AVENUE S	ROGOWSKI HOLDINGS LLC	26 BYALIK STREET PETACH TIKVA. ISRAEL 49351 ISRAEL
35	56-43-42-29-04-010-0160	1571 W 21ST ST	BRIDGE SOLUTIONS INC	349 SE 3RD ST BELLE GLADE FL 33430 3513
36	56-43-42-29-04-010-0130	1561 W 21ST ST	JAPP LEROY B	1561 W 21ST ST RIVIERA BEACH FL 33404 5219
37	56-43-42-29-04-010-0100	1553 W 21ST ST	SEYMOURE PAULETTE	1553 W 21ST ST RIVIERA BEACH FL 33404 5219
38	56-43-42-29-04-010-0260	1586 W 20TH ST	CARSON INEZ	1586 W 20TH ST RIVIERA BEACH FL 33404 5218
39	56-43-42-29-04-010-0290	1564 W 20TH ST	ARIS JEAN C	1564 W 20TH ST RIVIERA BEACH FL 33404 5218
40	56-43-42-29-04-010-0310	1556 W 20TH ST	WILLIAMS LANA R WILLIAMS LANA R TR	1621 IVY SPRING DR SE SMYRNA GA 30080 3684
41	56-43-42-32-03-000-0010	W 20TH ST	WALKER WILLIAM F	28 DR MARTIN LUTHER KING JR DR NORWALK CT 06854 2706

Development Services Department
Web: www.rivierabch.com
Office: 561-845-4060

May 5, 2026

Dear Resident,

This notice is to inform you that the **City Council** public hearing regarding the proposed **new Police Department Headquarters** has been rescheduled as noted below. We appreciate your patience and understanding as this process continues.

PUBLIC HEARING NOTICE
CITY COUNCIL
CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA

The City Council of the City of Riviera Beach, Palm Beach County, Florida, will conduct a Public Hearing on **first reading on May 20, 2026**, and on **second reading on June 3, 2026**, at 6:30 PM, or as soon thereafter as the matter may be heard, and from time to time thereafter as necessary, at the Riviera Beach Event Center, located at 190 E. 13th Street, Riviera Beach, Florida 33404, to consider the following Ordinance and Resolution:

NEW POLICE HQ

ORDINANCE NO. 4284

An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date, and for other purposes.

RESOLUTION NO. 90-25

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Site Plan application (SP-25-0007) submitted by Core and PGAL, Inc. on behalf of the

City of Riviera Beach, for the construction of a new Police Department Headquarters generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way, providing for conditions of approval, providing for an effective date, and for other purposes.

Interested parties may appear at the meeting and be heard with respect to the proposed Ordinance and proposed Resolution.

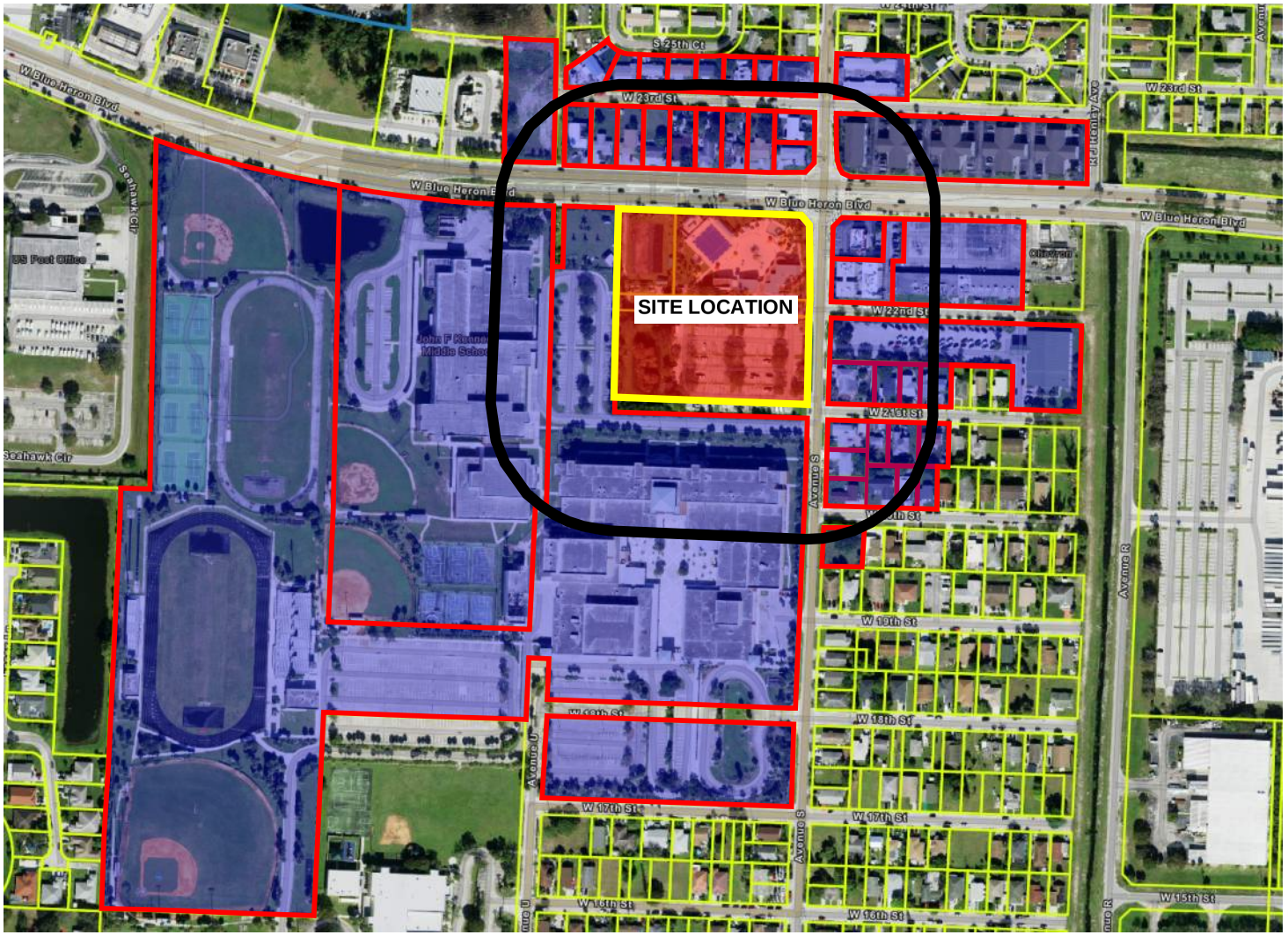
Copies of the proposed Ordinance, Resolution and related background materials are available for inspection at the Development Services Department at 600 W. Blue Heron Blvd., Riviera Beach, FL, between the hours of 8:00 AM and 5:00 PM, Monday through Friday, except holidays.

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Council with respect to any matter considered at the meetings, such interested person, at their own expense, will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.015).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceedings should contact the Clerk's Office at 561-845-4090 no later than 48 hours prior to the proceedings. If hearing impaired, telephone the Florida Relay Services 1-800-955-8771 (TDD) or 1-800-955-8770 (Voice) for assistance.

300-FOOT RADIUS MAP
PROPERTY REQUIRING NOTIFICATION

SITE LOCATION: 1621 WEST BLUE HERON BLVD. RIVIERA BEACH, FL 33404



SITE LOCATION: 300-FOOT BUFFER: PARCELS NOTIFIED:

Subject Property Control Numbers:
56-43-42-29-04-007-0181
56-43-42-29-04-007-0010
56-43-42-29-04-008-0010

LOCATION MAP
Site Plan Application SP-25-0007

Future Land Use Change to Community Facilities

PUBLIC HEARING NOTICE
CITY OF RIVIERA BEACH, FLORIDA

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Riviera Beach's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: Ordinance 4284: Future Land Use Amendment from Recreation to Community Facility for property located at 1621 West Blue Heron Boulevard.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Riviera Beach is of the view that a business impact estimate is *not* required by state law[1] for the proposed ordinance, but the City of Riviera Beach is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
    a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
    b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
    c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
    d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law the City of Riviera Beach hereby publishes the following information:

[1] See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals, and welfare):

N/A

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Riviera Beach, if any:
(a) An estimate of direct compliance costs that businesses may reasonably incur;
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
(c) An estimate of the City of Riviera Beach's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

N/A

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

N/A

4. Additional information the governing body deems useful (if any):

N/A

USA TODAY CO.

LocaliQ

Order Confirmation

Not an Invoice

Account Number:	731063
Customer Name:	Riviera Beach, City Of
Customer Address:	Riviera Beach, City Of 1481 W 15Th ST Attn: Procurement Dept Riviera Beach FL 33404-5309
Contact Name:	Abbrella Weathers
Contact Phone:	
Contact Email:	AWeathers@rivierabeach.org
PO Number:	ORDINANCE NO. 4284

REVISED

Date:	05/11/2026
Order Number:	12328032
Prepayment Amount:	$ 0.00

Column Count:	1.0000
Line Count:	83.0000
Height in Inches:	6.8700

Print

Product	#Insertions	Start - End	Category
WPB Palm Beach Post	1	05/14/2026 - 05/14/2026	Govt Public Notices
WPB palmbeachpost.com	1	05/14/2026 - 05/14/2026	Govt Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	$258.47
Tax Amount	$0.00
Service Fee 3.99%	$10.31
Cash/Check/ACH Discount	-$10.31
Payment Amount by Cash/Check/ACH	$258.47
Payment Amount by Credit Card	$268.78

Order Confirmation Amount	**$258.47**

Ad Preview

PUBLIC HEARING NOTICE
CITY COUNCIL MEETING
CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA

The City Council of the City of Riviera Beach, Palm Beach County, Florida will conduct a Public Hearing on **June 3, 2026 at 6:00 PM,** or soon thereafter, and from time to time thereafter as necessary, at the Riviera Beach Event Center located at 190 E 13th Street, Riviera Beach, FL 33404, to consider the below Ordinance:

NEW POLICE HEADQUARTERS
ORDINANCE NO. 4284

An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date, and for other purposes.

Interested parties may appear at the meeting and be heard with respect to the proposed Ordinance.

Copies of the proposed Ordinance, and related Resolution 90-25 and background materials are available for inspection at the Development Services Department at 600 W. Blue Heron Blvd., Riviera Beach, FL, between the hours of 8:00 AM and 5:00 PM, Monday through Friday, except holidays.

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Council with respect to any matter considered at the meetings, such interested person, at their own expense, will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.015).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceedings should contact the Clerk's Office at 561-845-4090 no later than 48 hours prior to the proceedings. If hearing impaired, telephone the Florida Relay Services 1-800-955-8771 (TDD) or 1-800-955-8770 (Voice) for assistance.

12328032 5/14/26

City of Riviera Beach

To: Honorable Mayor, Chair Person and City Council Members

From: Clarence Sirmons, Director of Development Services, AICP

Through: William Wilkins, Interim City Manager

Subject: **Resolution Number 90-25: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Site Plan application (SP-25-0007) submitted by Core and PGAL, Inc. on behalf of the City of Riviera Beach, for the construction of a new Police Department Headquarters generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for conditions of approval; providing for an effective date and for other purposes.**

Date: June 03, 2026

CC: General Public

Background:

The City of Riviera Beach has selected CORE and PGAL Inc. as the design-build team for the development of a new Police Headquarters Complex. This state-of-the-art facility is proposed to be located at the site of the former Barracuda Bay Aquatic Center, along Blue Heron Boulevard. The redevelopment project will include two principal buildings: a two-story administrative headquarters fronting Avenue S and a single-story vehicle evidence building with a high-bay firing range fronting Blue Heron Boulevard. The site design incorporates secured police parking, public parking along Avenue S, and a designated vehicle storage area, which also serves as a buffer to the firing range. This project was initiated through the City's formal procurement process (RFQ No. 1104-23-4) and has undergone collaborative planning, including site visits to comparable facilities and several coordination meetings with City officials and the Police Department. The primary objective of this project is to provide a

resilient, modernized, and community-accessible municipal facility that can support the operational needs of the Police Department for the next 50 years. The proposed design reflects key municipal priorities, including storm-hardened construction, public safety, sustainability, and aesthetic alignment with the City's existing civic architecture. The site plan also includes extensive landscape and irrigation enhancements, emphasizing native vegetation, Florida-Friendly landscaping, CPTED (Crime Prevention Through Environmental Design) principles, and functional open spaces. Notably, the landscape area exceeds code requirements, with 40.5% of the site dedicated to green space, well above the 20% minimum. The project is consistent with the City's vision for municipal redevelopment and supports ongoing efforts to provide high-quality public services in a secure, accessible, and aesthetically cohesive environment. The requested abandonment is for two right-of-ways that are no longer utilized.
Based on the comprehensive review and confirmation of code compliance, staff recommends approval of this abandonment application related to the Riviera Beach Police Headquarters Complex. Per Section 26-66 – Relocation, Use of and Abandonment of Public Right-of-Way (d)(3), Privilege Fee: Any petition made on behalf of the City shall not be required to provide a privilege fee. The Planning & Zoning Board reviewed AB-25-0002 on August 14, 2025, and recommended approval to the City Council. This item was approved on first reading on November 3, 2025, and on second reading on November 17, 2025. To address legal matters, this project is being heard again to correct previous ordinance and process deficiencies.
The Planning and Zoning Board reviewed this item on May 14, 2026 and recommends approval to City Council.

City Goals:
The Citywide Goals is to Build Great Neighborhoods.

Fiscal/Budget Impact:
This Item has no budgetary impact.

Recommendation:
Staff recommends a Motion to approve Resolution Number 90-25.

Attachments:
1. Res_90-25-_SP-25-0007__2_.docx
2. Staff Report - Police HQ
3. Project Narrative
4. Uniform Land Use Application
5. Warranty Deed
6. Legal Description
7. Survey
8. Plat
9. Site Plan

10. Site Lighthing
11. Architecturals
12. Elevations
13. Landscape Plan
14. Civil Plan
15. Drainage Statement
16. TPS Letter
17. Traffic Report
18. Agent Authorization
19. Mailer Notification Affidavit
20. Sign Notification Affidavit
21. Legal Ad - Police.pdf

Resolution Number 90-25

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Site Plan application (SP-25-0007) submitted by Core and PGAL, Inc. on behalf of the City of Riviera Beach, for the construction of a new Police Department Headquarters generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for conditions of approval; providing for an effective date and for other purposes.

Whereas, the City of Riviera Beach is committed to enhancing public safety, improving municipal services, and providing modern facilities for its residents and law enforcement personnel; and

Whereas, the City is the owner of the property generally located at 1621 West Blue Heron Boulevard, identified as the site for the new Police Department Headquarters, which was formerly the site of the Barracuda Bay Aquatic Center, its parking lot, a former community garden/fire station parcel, and the abandoned right-of-way formerly known and platted as Perry Street and Arcand Street (the **"Property"** hereafter); and

Whereas, the applicant, Core and PGAL, Inc., on behalf of the City of Riviera Beach, has submitted a Site Plan application (SP-25-0007) for the development of the property; and

Whereas, the proposed site plan has been reviewed by City staff and found to be consistent with the City's Comprehensive Plan, the Zoning and Land Development Regulations, and other applicable codes; and

Whereas, the Planning and Zoning Board, at its meeting on May 14, 2026, reviewed the proposed site plan (SP-25-0007) and voted to recommend approval with conditions to the City Council; and

Whereas, the City Council finds that the approval of the proposed site plan (SP-25-0007) and the development of the new Police Department Headquarters at the Property serves a valid public purpose by improving municipal services, strengthening public safety, and promoting the health, safety, and welfare of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated into this Resolution by reference as true and correct findings of the City Council of the City of Riviera Beach.

Section 2. The City Council of the City of Riviera Beach hereby approves the Site Plan (SP-25—0007), which is attached hereto as Attachment "A" and incorporated into this Resolution by reference with the following conditions:

1. A two-year landscaping performance bond for 110% of the value of landscaping and irrigation shall be required before a Certificate of Occupancy or Certificate of Completion is issued.

2. Construction and landscaping improvements must be initiated within 18 months of the effective date of this Resolution in accordance with Section 31-60(b), of the City Code of Ordinances. Demolition, site preparation and/or land clearing shall not be considered construction. Building permit application and associated plans and documents shall be submitted in its entirety and shall not be accepted by City staff in a partial or incomplete manner.

3. City Council authorizes City staff to approve future amendments to this site plan administratively so long as the site plan does not deviate greater than 15% from the originally approved site plan.

4. This development must receive final Certificate of Occupancy from the City for all buildings approved within five years of the approval of the adopting resolution or the adopting resolution shall be considered null and void, requiring the applicant to resubmit application for site plan and special exception approval and re-initiate the site plan approval process.

5. Once approved, this Resolution shall supersede any previous site plan approval resolutions associated with this Property, causing previous site plan approval resolutions to be null and void.

6. The design team shall meet with the police department to determine if additional bollards are needed in front of the building on Avenue S, and the project will provide enhanced lighting at the corner of Blue Heron and Avenue S within the landscaped area in the construction plans.

7. Prior to the issuance of a Building Permit, the applicant shall submit construction documents that comply with the standards of all City Departments (such as the Utility Special District and the City Engineer). Additionally, the applicant shall provide a final set of site plan documents, including engineering plans, that satisfy all provided conditions and review comments. Furthermore, the applicant shall provide a final set of engineering plans and project documents that are satisfactory to the City Engineer.

Section 3. If any section, subsection, sentence, clause, phrase or portion of this Resolution for any reason is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This Resolution shall become effective on the date of adoption.

PASSED AND ADOPTED on this ____ day of _____ 2026.

The remainder of this page is intentionally left blank.

APPROVED:

_____

DOUGLAS LAWSON
MAYOR

ATTEST:

_____

Debrah Hall

Master City Clerk

Certified Municipal Clerk

MOTIONED BY: _____

SECONDED BY: _____

B. GUYTON: _____

K. MILLER-ANDERSON: _____

S. LANIER: _____

G. SPIRITIS: _____

F. DAVIS-PANIER: _____

REVIEWED AS TO LEGAL SUFFICIENCY

_____
DAWN S. WYNN, CITY ATTORNEY

DATE: _____

Attachment A

PCN: 56-43-42-29-04-007-0010, 56-43-42-29-04-007-0181 & 56-43-42-29-04-008-0010

Attachment B

LEGAL DESCRIPTION:

BARRACUDA BAY PARCEL

LOTS 1 TO 18, BLOCK 7, INCLUSIVE, LOTS 39 TO 48, BLOCK 7, INCLUSIVE, LESS THE WEST 12.50 FEET OF LOTS 18 AND 39, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHEAST CORNER OF LOT 8, OF SAID BLOCK 7, THENCE ALONG THE EAST LINE OF SAID BLOCK 7 THENCE SOUTH 01°13'34" WEST, A DISTANCE OF 210.00 FEET TO THE SOUTH LINE OF SAID BLOCK 7, THENCE ALONG SAID SOUTH LINE NORTH 88°23'29" WEST, 337.50 FEET TO A LINE BEING 12.50 FEET EAST OF AND PARALLEL TO THE WEST LINE OF LOT 39, OF SAID BLOCK 7, NORTH 01°13'34" EAST 210.00 FEET TO THE NORTH LINE OF SAID BLOCK 7, THENCE ALONG SAID NORTH LINE SOUTH 88°23'29" EAST (BEARING REFERENCE) 337.50 FEET TO THE POINT OF BEGINNING, SAID LANDS LYING AND BEING IN THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA.

LESS AND EXCEPT THAT PARCEL CONVEYED TO THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION BY DEED RECORDED IN OFFICIAL RECORDS BOOK 28366, PAGE 171, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

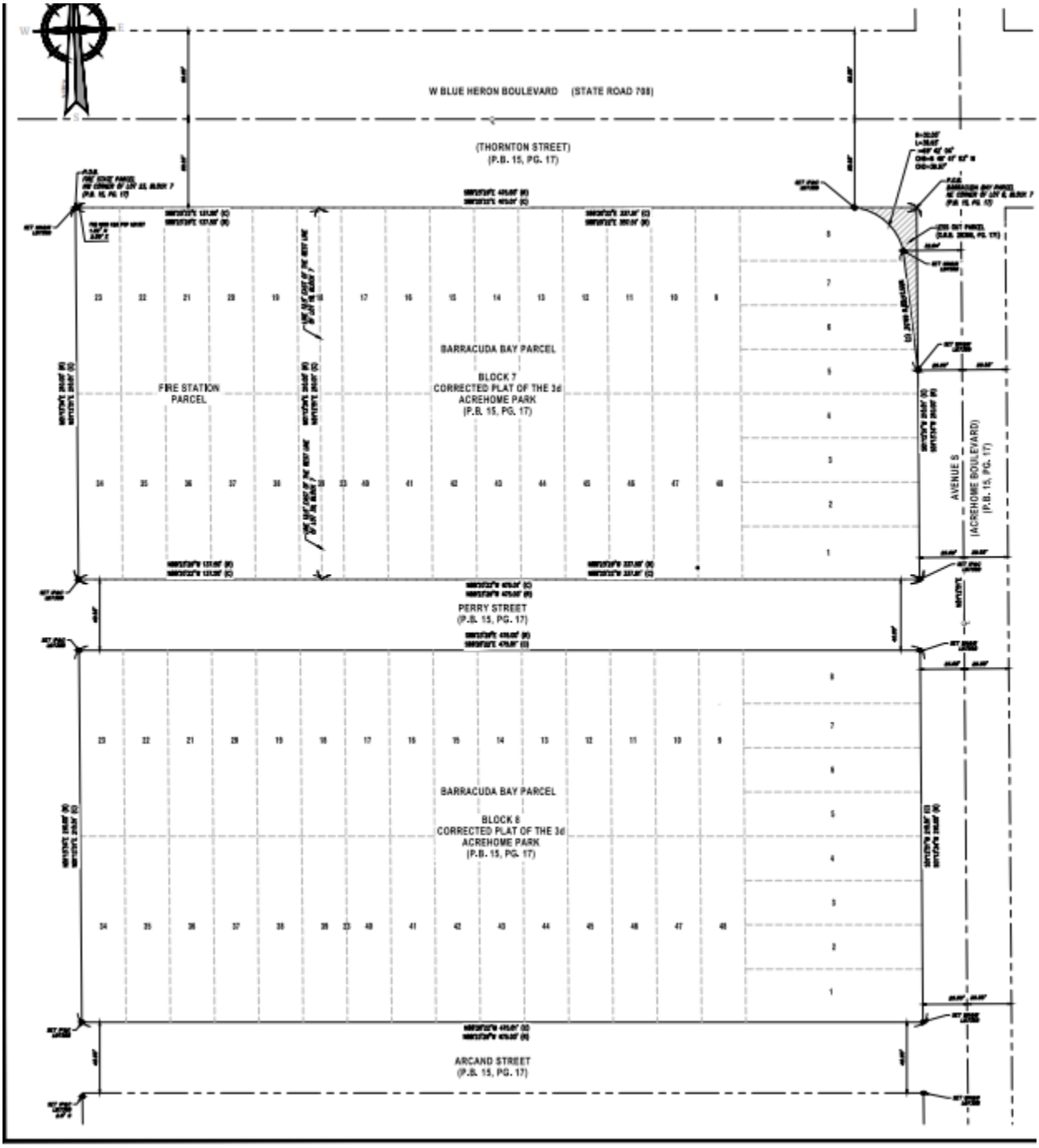
TOGETHER WITH:
LOTS 1 THROUGH 23, AND LOTS 34 THROUGH 48, BLOCK 8, OF THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

TOGETHER WITH:
FIRE STATION PARCEL

LOTS 19 TO 23, BLOCK 7, INCLUSIVE, LOTS 34 TO 38, BLOCK 7, INCLUSIVE, AND THE WEST 12.50 FEET OF LOTS 18 AND 39, BLOCK 7, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHWEST CORNER OF LOT 23, OF SAID BLOCK 7, THENCE ALONG THE NORTH LINE OF SAID BLOCK 7 THENCE SOUTH 88°23'29" EAST (BEARING REFERENCE), A DISTANCE OF 137.50 FEET TO A LINE BEING 12.50 FEET EAST OF AND PARALLEL TO THE WEST LINE OF LOT 18, BLOCK 7, THENCE SOUTH 01°13'34" WEST, 210.00 FEET TO THE SOUTH LINE OF SAID BLOCK 7, THENCE ALONG SAID SOUTH LINE NORTH 88°23'29" WEST, 137.50 FEET TO THE WEST LINE OF LOT 34, BLOCK 7, THENCE ALONG SAID WEST LINE NORTH 01°13'34" EAST, 210.00 FEET TO THE POINT OF BEGINNING, SAID LANDS LYING AND BEING IN THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA.

Attachment C



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CITY OF RIVIERA BEACH STAFF REPORT
CASE NUMBERS: SP-25-0007 & LU-25-0003
NEW POLICE HQ

A SITE PLAN AND FUTURE LAND USE AMENDMENT REQUEST

RESOLUTION NO. 90-25

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Site Plan application (SP-25-0007) submitted by Core and PGAL, Inc. on behalf of the City of Riviera Beach, for the construction of a new Police Department Headquarters generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way, providing for conditions of approval, providing for an effective date, and for other purposes.

ORDINANCE NO. 4284

An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date, and for other purposes.

Applicant and Request:
CORE and PGAL Inc. ("Applicants") are proposing the development of a new Police Headquarters facility to be located along Blue Heron Boulevard in the City of Riviera Beach. The proposed redevelopment includes two principal buildings: a **two-story administrative headquarters** fronting Avenue S, and a **single-story vehicle evidence and firing range building** fronting Blue Heron Boulevard, strategically set back from Avenue S to incorporate a landscaped buffer.

The project also includes **secured parking** for law enforcement personnel and **public parking** accessible from Avenue S. A designated vehicle storage area will be located between Blue Heron Boulevard and the firing range building to serve as a buffer and minimize visual and noise impacts along the corridor.

Accordingly, the applicant is respectfully requesting **site plan approval** in accordance with the requirements of the City's Code of Ordinances.

A. Property Description

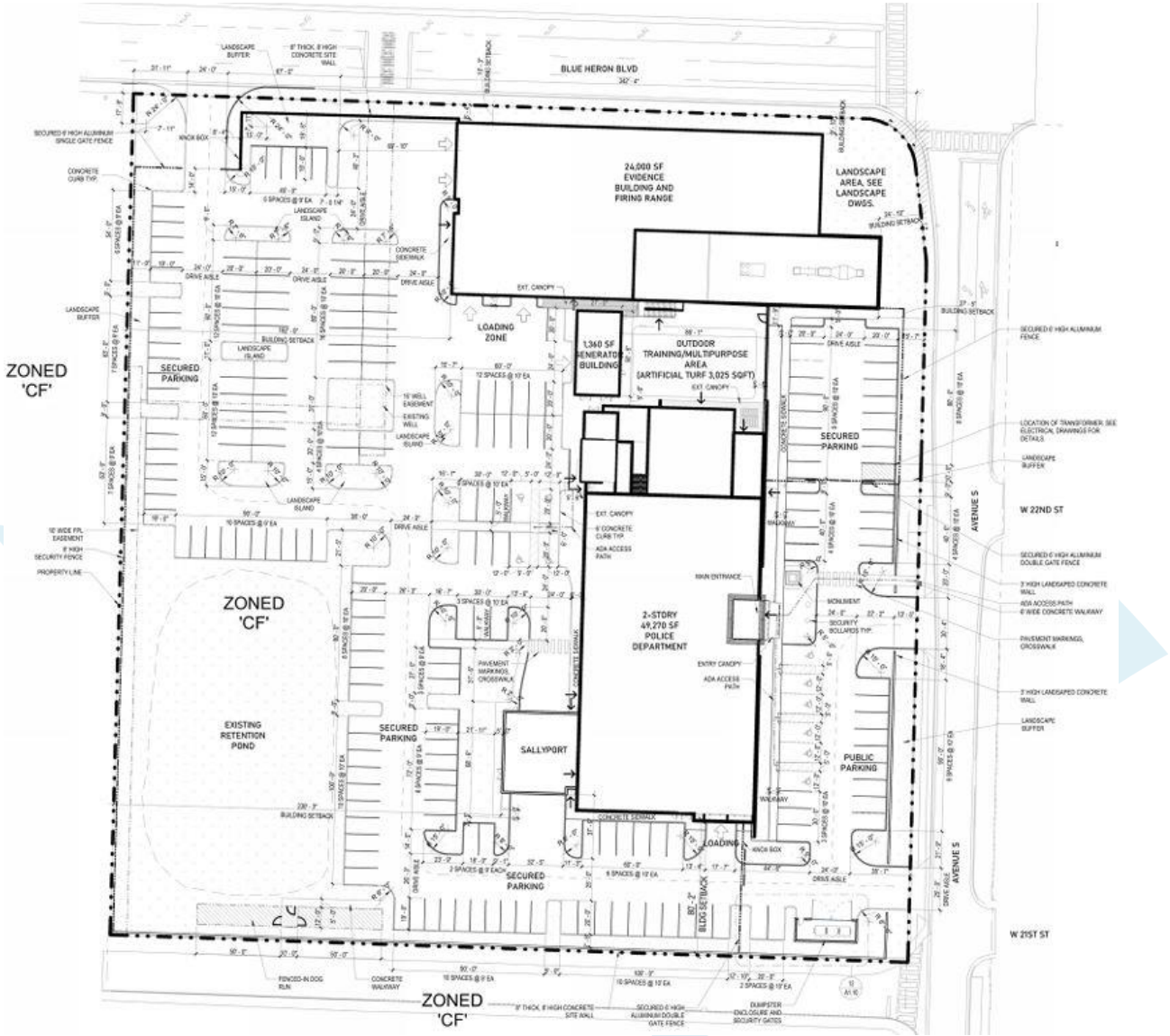
Property	Existing Land Use	Existing Zoning
56-43-42-29-04-007-0010	Recreational (REC)	Community Facility (CF)
56-43-42-29-04-007-0181	Recreational (REC)	Community Facility (CF)
56-43-42-29-04-008-0010	Recreational (REC)	Community Facility (CF)

B. Surrounding Land uses and Zoning

Direction	Existing Use	Future Land Use	Zoning
North	Residential	Office (OFF)	Single Family (RS-8)
East	Commercial	Commercial (COM)	Neighborhood Commercial (CN)
West	Educational	Community Facilities (CF)	Community Facilities (CF)
South	Educational	Community Facilities (CF)	Community Facilities (CF)

C. Map Location

D. Proposed Site Plan



E. Background and Justification

The City of Riviera Beach has selected CORE and PGAL Inc. as the design-build team for the development of a new Police Headquarters Complex. This state-of-the-art facility is proposed to be located at the site of the former Barracuda Bay Aquatic Center, along Blue Heron Boulevard. The redevelopment project will include two principal buildings: a two-story administrative headquarters fronting Avenue S and a single-story vehicle evidence building with a high-bay firing range fronting Blue Heron Boulevard. The site design incorporates secured police parking, public parking along Avenue S, and a designated vehicle storage area which also serves as a buffer to the firing range.

This project was initiated through the City's formal procurement process (RFQ No. 1104-23-4) and has

undergone collaborative planning, including site visits to comparable facilities and several coordination meetings with City officials and the Police Department. The primary objective of this project is to provide a resilient, modernized, and community-accessible municipal facility that can support the operational needs of the Police Department for the next 50 years.

The proposed design reflects key municipal priorities, including storm-hardened construction, public safety, sustainability, and aesthetic alignment with the City's existing civic architecture. The site plan also includes extensive landscape and irrigation enhancements, emphasizing native vegetation, Florida-Friendly landscaping, CPTED (Crime Prevention Through Environmental Design) principles, and functional open spaces. Notably, the landscape area exceeds code requirements, with 40.5% of the site dedicated to green space, well above the 20% minimum.

The project is consistent with the City's vision for municipal redevelopment and supports ongoing efforts to provide high-quality public services in a secure, accessible, and aesthetically cohesive environment.

F. Related Planning Applications

Replat Application PA-25-0005:

The proposed Riviera Beach Police Headquarters will be constructed on the site of the existing aquatic park and parking lot, which spans three separate parcels and two street rights-of-way (ROWs). This replat application seeks to unify the parcels and ROWs into a single legal lot to support the redevelopment.

Land Use Amendment LU-25-0003:

This application proposes a land use amendment to change the Future Land Use designation from Recreational (REC)—which is consistent with the former Barracuda Bay Aquatic Center—to Community Facility (CF), a designation that aligns with the intended use of the property as the new Police Department Headquarters

Abandonment AB-25-0002:

The abandonment of 2 unused ROWs will unify the property, eliminate conflicting internal boundaries, and allow for the efficient design and construction of the new police facility, including its associated parking, secured vehicle storage, and landscape buffers.

G. Staff Analysis and Recommendation

Staff Analysis:

The proposed development of the Riviera Beach Police Headquarters has been reviewed by all relevant City departments and third-party reviewers, including planning and zoning, engineering, building, and utilities. The application has been found to be in compliance with all applicable provisions of the City’s Code of Ordinances, with particular consistency noted under **Chapter 31 – Zoning**.

The project meets the intent and requirements of the **Community Facility (CF)** zoning district, which allows for government and public safety facilities. The proposed site layout, building design, access, parking, and landscaping all adhere to applicable code standards, and the plans reflect strong coordination

among City staff, the design-build team, and the Police Department to ensure operational functionality, security, and long-term sustainability.

The site design thoughtfully incorporates CPTED (Crime Prevention Through Environmental Design) principles, clear sight lines, durable public infrastructure, and a high-quality Florida-Friendly landscape plan.

Recommendation:
The Planning and Zoning Board reviewed Site Plan Application SP-25-0007, Future Land Use Amendment Application LU-25-0003 On May 14, 2026, and voted to recommend that the City Council approve of these 2 applications.

recommends **approval** to the City Council with the following conditions:

1. Construction and landscaping improvements must be initiated within 18 months of the effective date of this Resolution in accordance with Section 31-60(b), of the City Code of Ordinances. Demolition, site preparation and/or land clearing shall not be considered construction. Building permit application and associated plans and documents shall be submitted in its entirety and shall not be accepted by City staff in a partial or incomplete manner.

2. City council authorizes City staff to approve future amendments to this site plan administratively so long as the site plan does not deviate greater than 15% from the originally approved site plan.

3. This development must receive final Certificate of Occupancy from the City for all buildings approved within five years of the approval of the adopting resolution or the adopting resolution shall be considered null and void, requiring the applicant to resubmit application for site plan and special exception approval and re-initiate the site plan approval process.

4. All future advertising must state that the development is located in the City of Riviera Beach. Fees and penalties in accordance with City Code Sec. 31-554 will be levied against the property owner and/or business for violation of this condition.

5. The design team shall meet with the police department to determine if additional bollards are needed in front of the building on Avenue S, and the project will provide enhanced lighting at the corner of Blue Heron and Avenue S within the landscaped area in the construction plans.

6. Once approved, this resolution shall supersede any previous site plan approval resolutions associated with this property, causing previous site plan approval resolutions to be null and void.

City of Riviera Beach Police Headquarters Complex

Site Plan Narratives

CORE – PGAL Design Build Team

3/14/2025

PROJECT SUMMARY AND INTRODUCTION

CORE was selected by the City of Riviera Beach for a progressive design-build of the new state of the art Police Headquarters Complex. The City Manager scheduled an initial team meeting on Monday, June 3, 2024, intended to provide a high overview for the project and point of contacts. Terrence Bailey, PE (City Engineer) will act as the Project Manager for the City of Riviera Beach and Major Steven Thomas will act as the Point of Contact for the Police Department. In June and July, the City of Riviera Beach, Police, CORE and PGAL conducted several site visits to review the existing facilities, Palm Beach Gardens and Boynton Beach.

The proposed site is the current Barracuda Bay Aquatic Center for the new Police Headquarters to be located along Blue Heron Boulevard. The proposed redevelopment will include two buildings with secured parking for police and public parking along Avenue S. The main administration building will be two-story fronting Avenue S. The vehicle evidence building with firing range is a single story with high bay ceilings that will front Blue Heron yet pulled back from Avenue S to create a landscape feature. The area for vehicle storage will buffer the firing range from Blue Heron.

PROJECT GOALS

Goals and Visions:

a. Building to be harden and resilient to South Florida Storm Events
b. The exterior finishes to be durable and easy to maintain
c. Accessible to the community but maintain safety and security for the departments
d. 50-year facility with durable finishes and growth
e. Reflective of the City aesthetic for municipal buildings and identifiable as Police
f. Incorporate sustainability and employee health & wellness features

LANDSCAPE / IRRIGATION

The proposed Landscape Plan is being designed to specifically meet the conditions of the site and that will meet the City of Riveria Beach's Landscape Code. The design will be aesthetically pleasing to the community while following the guidelines for a Florida Friendly Landscape. The landscape plan will define hierarchy of space through the use of trees, shrubs and ground cover while placing special design emphasis on security and safety for the Department. The landscape design considerations will also emphasize, functionality, sustainability and long term maintenance.

Native trees will be preserved and/ or relocated on site where possible, however, a large portion of the landscape design will be new installations.

Clear sight lines are critical and will ensure safety of the officer's while on the municipal campus. The landscape design will be coordinated with the end users to ensure that surveillance alleys, camera locations or other strategic vantage points are compromised

Special consideration will be given to an open area located in the northeast portion of the site, at Blue Heron Blvd. and Avenue S. The intent of this area is to add aesthetic enhancements to the open space while providing a buffer between the Police Station and the public realm. Concepts are being developed which consider adding low, decorative fencing to aid in defining boundaries while maintaining an open feel with landscape, adding visual interest by means of landscape material and potential art/ memorial sculptures. A variety of trees, shrubs and groundcover are being evaluated to provide this buffer area between the public and private spaces.

DESIGN CONSIDERATIONS

- Security and Safety
  - Lighting
  - Clear site lines

- Fencing and barriers
- Design with CPTED strategies

- Plant Palette
  - Minimum native requirements plus accent plants to provide color, texture, visual interest (non-native)
  - Compliment to architectural design
  - Aesthetically pleasing; focal points/ interest

CODE REQUIREMENTS

- 70% of all required landscape must be native
- 60% of required shade trees must be native
- No more than 20% of the required trees can be palms
- Buffer setbacks:
  - Side: 25'
  - Rear: 25'
  - Landscape buffer width shall be 25% of the required setback.
- Minimum installation requirements:
  - Shade trees: 2" DBH, 12' height, 6' of clear trunk, 5' spread
  - Accent trees: 1.5" DBH, 10' height, 5' clear trunk, 5' spread
  - Palms: Minimum 8' clear trunk
  - Shrubs: Minimum 24" height, planted at 30" on center
  - Dumpsters are required to be screened with a minimum 6' tall opaque masonry wall or fence and shall be screened around the perimeter with hedges
- Landscape requirements for parking areas:
  - Parking areas adjacent to streets:
    - Landscape strip no less than 10' in width between property line and parking area
    - 1 tree per every 20 linear feet
    - Hedge, wall, or berm
    - **Avenue S: 385' of parking; 20 trees required**
    - **South property line abutting proposed parking: 300' of parking; 15 trees required**
  - Interior parking areas:
    - 5' landscape strip between parking area and building consisting of shrubs and groundcover
    - 1 landscape island (6' wide min.) per 10 parking spaces
    - Terminal landscape islands at end of each parking row. 10' width min. with 1 shade tree and a combination of shrubs, ground cover =, grass and mulch
    - Total proposed parking islands: 41 trees required
    - Interior landscaped medians no less than 6' in width between interior rows of parking spaces
      - One shade tree per every 20 linear feet of interior median length with a combination of shrubs, groundcover, grass and mulch
    - No less that 50% of trees shall be shade trees
    - No less than one tree for every 50 SF of interior landscaped area
- 1 tree required per 1,500 SF of development site
  - 157 total trees required
- Required landscape is no less than 20% of the total gross area
  - Total site area: 234,821 SF
  - Total landscape area required: 46,965 SF (20%)
  - Total landscape area provided: 95,100 SF (40.5%)
  - There is no specific shrub, groundcover requirement slated in the code (for example 10 shrubs required per 1500 SF of pervious space). Totals provided for shrubs are calculated by landscaping pervious area with 20% shrubs, 10% groundcover and the remaining pervious area as sod

IRRIGATION

A new and fully automatic, efficient, irrigation system will be designed for the site. A rain sensor/shut-off device will be proposed to avoid irrigating during periods of sufficient rainfall. All irrigated areas will be designed with 100% head-to-head coverage. The irrigation zones will be hydrozoned based on water use and sunlight requirements. The irrigation design will comply with all City of Riviera Beach's unified land development standards, as well as SFWMD restrictions and regulations. The plans will also be designed to satisfy/exceed the Florida Building Code (FBC) Appendix F and the Florida Irrigation Society Standards and Specifications for Turf and Landscape Irrigation Systems, Fourth Edition. The irrigation construction documents will include all of the following components, but not limited to, irrigation plans, details and specifications.

For Staff Use Only

City of Riviera Beach Community Development Department 600 W. Blue Heron Boulevard Riviera Beach, Florida 33404 Phone: (561) 845-4060 Fax : (561) 845-4038	**Date:** **Case Number:** **Project Title:** **Fee Paid:** **Notices Mailed:** **1st Hearing:** **2nd Hearing:** **Publication Dates (if required)**

UNIFORM LAND USE APPLICATION

(Please attach separate sheet of paper for required additional information)
Complete appropriate sections of Application and sign.

APPLICANT

Name of Property Owner(s): City of Riviera Beach

Mailing Address: PO Box 10682 West Palm Beach, FL 33419-0682

Property Address: 1621 W. Blue Heron Blvd Riviera Beach, FL 33404

Name of Applicant (if other than owner): Joby L. Balint / PGAL, Inc

Home: (954) 398-4099 Work: (561) 322-1074 Fax: ( )

E-mail Address: jbalint@pgal.com

PLEASE ATTACH LEGAL DESCRIPTION

PROPERTY

Future Land Use Map Designation: REC Current Zoning Classification: CF

Square footage of site: 236,375 Property Control Number (PCN): 56434229040070010

Type and gross area of any existing non residential uses on site: Approximately 16,250 sf in buildings and pools at Barracuda Bay Aquatic Center to be demolished.

Gross area of any proposed structure: 74,630

Is there a current or recent use of the property that is/was in violation of City Ordinance? [ ] Yes [✓] No

If yes, please describe:

Have there been any land use applications concerning all or part of this property in the last 18 months? [ ] Yes [✓] No

If yes, indicate date, nature and applicant's name:

Briefly describe use of adjoining property: North: Blue Heron and single family homes

South: Suncoast Community High School

East: Avenue S; light commercial, church and single family homes

West: John F Kennedy Middle Scholle

REZONE

Requested Zoning Classification: CF

Is the requested zoning classification contiguous with existing? Yes, already CF

Is a Special Exception necessary for your intended use? [ ] Yes [✓] No

Is a Variance necessary for your intended use? [ ] Yes [✓] No

FUTURE LAND USE

Existing Use: REC / Aquatic Center Proposed Use: CF - Police Headquarters

Land Use Designation: REC Requested Land Use: CF

Adjacent Land Uses: North: OFF South: CF

East: COM, CF, SF West: CF

Size of Property Requesting Land Use Change: 236,375 sf

SPECIAL EXCEPTION

Describe the intended use requiring a Special Exception: Not Required

Provide specific LDR ordinance section number and page number:

How does intended use meet the standards in the Land Development Code?

Demonstrate that proposed location and site is appropriate for requested use:

Demonstrate how site and proposed building(s) have been designed so they are compatible with adjacent uses and neighborhoods:

Demonstrate any landscaping techniques to visually screen use from adjacent uses:

Demonstrate what is proposed to reduce the impact of any potential hazards, problems, public nuisances generated by use:

Demonstrate how utilities and other service requirements of the use can be met:

Demonstrate how the impact of traffic generated will be handled:

On-site:

Off-Site:

Other:

VARIANCE

Describe the Variance sought: Not Required

Demonstrate that the Variance is needed to overcome a hardship caused by the unique physical conditions of the site:

Specify the minimum Variance requirements including: height, lot area, size of structure, size of yard, setback, buffer or open space:

Other:

SITE PLAN

Describe proposed development:

New Riviera Beach Police Headquarters with separate building for vehicle evidence processing, storage and firing range. Parking will be a surface lot.

Demonstrate that proposed use is appropriate to site:

The site is currently zoned for Community Facilities owned by the City of Riveria Beach. The new site redevelopment will be the Police Headquaters for Riviera Beach, which is a permitted use in Zoning CF.

Demonstrate how drainage and paving requirement will be met:

The intent is to reuse the existing dry retention area in the SW corner of the site. The existing parking lot will be reconfigured and expanded to meet the needs of Riviera Beach Police. New underground exfilitration pipe will be provided.

Demonstrate any landscaping techniques to visually screen use from adjacent uses:

The proposed Landscape Plan is being designed to specifically meet the conditions of the site and will meet the City of Riveria Beach's Landscape Code. The design will be aesthetically pleasing to the community and be Florida Friendly Landscape.

Demonstrate what is proposed to reduce the impact of any potential hazards, problems, public nuisances generated by use:

Building placement provides physical and visual barriers to staff parking along with related activities. Security fencing and landscape provides additional screening. Public parking access is off Avenue S.

Demonstrate how utilities and other service requirements of the use can be met:

All water, sewer and fire will connect to existing utilities along Avenue S to the east.

Demonstrate how the impact of traffic generated will be handled:

On-site: Avenue S will use two existing curb cuts; one for public and the other for staff. Staff has access to a curb cut along Blue Heron for Emergency ingress and egress by staff. Public and agency visitors access from Avenue S

Off-site: Avenue S will use two existing curb cuts; one for public and the other for staff. Staff has access to a curb cut along Blue Heron for Emergency ingress and egress by staff. Public and agency visitors access from Avenue S

OTHER

COMMUNICATION TOWER CO-LOCATION REQUIREMENTS:

- Three sets of signed and sealed Construction documents, elevations and all equipment shelters, cabinets, Coax, telephone and power conduits identified. These plans will then be used to obtain the Building Permit.
- Antenna manufacture cut sheets including antenna size and shape.
- Zoning map of area with site clearly marked.
- Photos of existing building or tower and surrounding uses.
- Letter of non-interference and FCC compliance from applicant's Radio Frequency Professional.
- Map of surrounding carrier existing locations in all directions with type i.e. Guyed, Self-Support, Monopole, Rooftop.
- Letter of structural capacity and building code compliance.
- Notes on plan or letter demonstrating floor area coverage not in excess of restrictions
- Provide Photo Enhancements of proposal.
- Statement that proposal is in compliance with Environmental Regulations prior to permit issue.

Confirmation of Information Accuracy

I hereby certify that the information on this application is correct. The information included in this application is for use by the City of Riviera Beach in processing my request. False or misleading information may be punishable by a fine of up to five hundred dollars ($500.00) and imprisonment of up to thirty (30) days and may result in the summary denial of this application.

Signature

8/4/2025

Date

AGENT AUTHORIZATION FORM

Owner(s) of Record: City of Riviera Beach, Fl. (mailing address: 1481 W 15th St, 2nd floor, Riviera beach, FL 33404)

STATE OF FLORIDA
COUNTY OF PALM BEACH

BEFORE ME, the undersigned authority personally appeared Jonathan Evans

who, being first duly sworn upon oath and personal knowledge say(s) that they are the owner(s) of record of the following described real property:

City of Riviera Beach Police Headquarters

the street address of which is: 1621 BLUE HERON DRIVE, RIVIERA BEACH, FLORIDA

and that we hereby appoint:

Name: Ted Cava (Core Construction).
Address: 1640 Worthington Rd, #405
West Palm Beach, Fl. 33409
Telephone: 941-650-0533

as our authorized agent, to file applications and papers with the City of Riviera Beach, and to represent me (us) at any Hearing regarding my (our) interest.

_____ (Seal)

_____ (Seal)

_____ (Seal)

Sworn to and subscribed before me this 9th day of August, 2024.

Notary Public

TANYA M MCCRAY
Notary Public - State of Florida
Commission # HH 479391
My Comm. Expires May 4, 2028
Bonded through National Notary Assn.

SITE PLAN APPROVAL PROCEDURE

Application Information Sheet

STEP 1. PRELIMINARY REVIEW OF SUBMISSION

SIX (6) SETS OF A STAPLED AND FOLDED PACKAGE CONTAINING DRAWINGS TO SCALE AND DIMENSIONED

1. SITE PLAN

a. Special site plan drawing with information block showing zoning, parking calculations, site area, building coverage, pervious/impervious areas, location map.
b. Dimensions should include – lot, landscape strips, setbacks, roads, internal circulation areas, building(s), typical parking spaces, dumpster pads/enclosures, sign locations. It should be noted that sign approval requires separate building permit submission.
c. Provide a digital copy of the site plan drawing with State Plan Coordinates in AutoCAD 2000 (.DWG) or Shapefile (.shp) format.

2. LANDSCAPE PLAN and ENVIRONMENTAL ASSESSMENT

a. Show compliance with the City of Riviera Beach Land Development Code
b. Drawings and/or narrative sufficient to describe the relevant flora and fauna which may be on the site. Tree survey may be required.

3. ARTERIAL ROAD DESIGN AND STANDARD

a. Design standards for all non-residential properties fronting the following roads are required:
   - Dr. Martin Luther King, Jr. Boulevard
   - Old Dixie Highway
   - Blue Heron Boulevard
   - 13th Street
   - Military Trail
   - Congress Avenue
b. Drawings indicating the appearance standards are required and addressed under Ordinance 2833.
c. Only one monument sign is permitted per site with maximum square footage of 42 square feet.

4. UTILITY and DRAINAGE PLAN

a. Conceptual plan, indicating location of lines and tie-ins, proposed hydrants, if applicable
b. Conceptual plan to include existing and proposed major elevations.
c. Show easement, existing and proposed.
d. Show conceptually how retention area will provide treatment for one-hour storm.

5. TRAFFIC ASSESSMENT

a. If traffic trip generation is under 500 T.P.D. then a properly formulated traffic statement is adequate. Traffic generation above this level will require a traffic engineer prepared traffic study. Provide total ADT (Average Daily Trips) for project [from Traffic Statement, Traffic Study or Table 1 in Sec. 23.AA – 28.3 of Code].

b. Palm Beach County Traffic Assessment Requirements: Applicant must submit a Traffic Impact Study for Palm Beach County to receive concurrency approval in accordance with Sec. 23-131 of the Palm Beach County Traffic Performance Code.

6. BUILDING ELEVATIONS

a. Front, rear, and both sides.
b. Show finishes (color, materials).
c. Elevators are required to be in color showing building finishes, lighting, canopies, etc. Plans shall have a minimum sheet size of 8 ½ "x 14". Plans larger than 8 ½ "x 14" shall be folded individually. Reduced copies of the site plan on 11" x 17" sheets are required for the City Council. (Note: Plans for submittal to the Planning and Zoning Board and City Council shall be provided after all comments and requirements by staff have been satisfied.

7. FLOOR PLAN

a. Conceptual (construction details are not necessary).

8. NARRATIVE OR COVER LETTER

a. Describe project purpose and details of intended use, including phasing and relationship to surrounding area.
b. Include estimate of employment and student population generated by project, if applicable.

9. CONCURRENCE COMPLIANCE

a. Traffic Generation: Total ADT (Average Daily Trips) for project [from Traffic Statement, Traffic Study or Table I in Sec. 31-715 of Code]
b. Sanitary Sewer: Total gallons per day produced by project - [from calculations or Table III in Section 31-717 of Code]
c. Potable Water: Total gallons per day required by project [from calculation or based on Table II in Section 31-716 of Code]
d. Drainage: Does project detain on-site the first inch of run-off or run-off from a one-hour storm (3 year)? Note: All developments of one acre or more are required to obtain an NPDES permit prior to obtaining a City Building permit, and provide PPP and BMP plans.
e. Solid Waste: Total pounds of waste generated per day by project [from calculations or based on Table IV in Section 31-718 of Code]
f. Recreation: If a residential project, list proposed public recreational or park elements of project (in acres)
g. School Concurrency: The School Concurrency Application and Service Provider Form must be completed and submitted with this application. Please refer to the attached School Concurrency Application and Service Provider Form for related fees.

STEP 2: DEPARTMENTAL REVIEW, COMMENTS TO APPLICANT AND REVISIONS TO PROJECT

After departmental review (approximately four weeks), the applicant will receive a letter from Community Development outlining department concerns and comments. The departmental review process repeats until staff is satisfied with revisions. Applicant will then provide six (6) full size packages of accordion folded, revised plans. These

must be provided to Staff a minimum of fourteen (14) days prior to the next Planning and Zoning Board Meeting in order to be included on the Agenda. The Board meets the second Thursday of each month. Staff comments to the Board are available for pickup the Monday prior to the Thursday Planning and Zoning Board meeting.

STEP 3: PLANNING AND ZONING BOARD MEETING

Applicant, or agent, **must** be in attendance to present their project and to address concerns of the Planning and Zoning Board. The City will provide a laptop, projector and video screen to be used in the presentation. Applicants intending to use these devices must inform Staff at least three business days in advance of the Planning and Zoning Board meeting. The Board may recommend the City Council approve, approve with conditions, deny, or table the project.

STEP 4: SUBMITTAL FOR COUNCIL MEETING

Any revisions required as a result of the Planning and Zoning Board's conditions, shall be incorporated (by applicant) into the package for submission to the City Council. Six (6) **reduced size copies** on 11" x 17" sheets of the final site plan must then be provided for the City Council agenda along with the other package items a minimum of twenty-one (21) days prior to meeting. The City Council meets the first and third Wednesday of each month.

A complete package for submission to the City Council includes the following items:

1. Uniform Land Use Application
2. Project Narrative
3. Response(s) to Departmental Comments
4. Site Plan
5. Landscape Plan
6. Elevations

Applicants seeking to expedite the approval process should submit revised packages as soon after the Planning and Zoning Board meeting as possible in order to have the project placed on the City Council Agenda.

STEP 5: COUNCIL MEETING

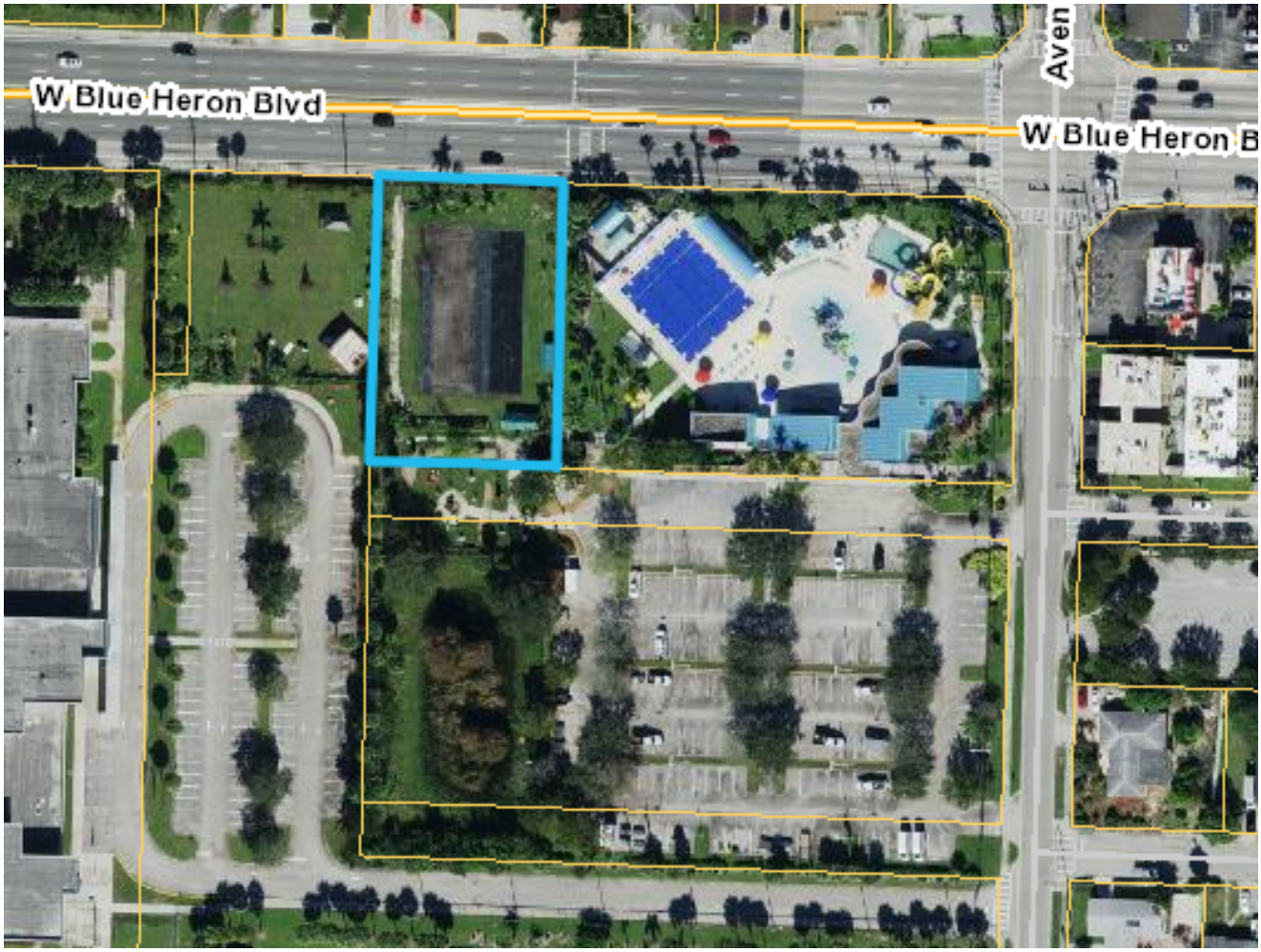
The project then goes before the City Council for decision. Applicant must be in attendance. Applicant will be allowed to make a brief presentation about the project. The City will provide a laptop, projector and video screen to be used in the presentation. Applicants intending to use these devices must inform Staff at least three business days in advance of the City Council meeting. The City Council may approve, approve with conditions, deny, or table the project.

STEP 6: UPON APPROVAL APPLICANT MAY APPLY FOR BUILDING PERMIT

Applicant will be formally notified of decision and any conditions which may be attached. Two (2) folded sets of the approved site plan complying with conditions shall be submitted to the Community Development Department within fifteen (15) days of the Council hearing. Plans must be submitted and approved by the Planning Division before building permits can be issued.

Warranty Deed is not required, project site to be developed is owned by the City of Riviera Beach. See property appraiser snap shots.

Parcel No. 56-43-42-29-04-007-0181 Garden Area (former Fire Station)
Parcel No. 56-43-42-29-04-007-0010 Aquatic
Parcel No. 56-43-42-29-04-008-0010 Parking Lot



OWNERS

RIVIERA BEACH CITY OF

PROPERTY DETAIL

LOCATION
1621 W BLUE HERON BLVD

MUNICIPALITY
RIVIERA BEACH

LEGAL DESCRIPTION:

BARRACUDA BAY PARCEL

LOTS 1 TO 18, BLOCK 7, INCLUSIVE, LOTS 39 TO 48, BLOCK 7, INCLUSIVE, LESS THE WEST 12.50 FEET OF LOTS 18 AND 39, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHEAST CORNER OF LOT 8, OF SAID BLOCK 7, THENCE ALONG THE EAST LINE OF SAID BLOCK 7 THENCE SOUTH 01°13'34" WEST, A DISTANCE OF 210.00 FEET TO THE SOUTH LINE OF SAID BLOCK 7, THENCE ALONG SAID SOUTH LINE NORTH 88°23'29" WEST, 337.50 FEET TO A LINE BEING 12.50 FEET EAST OF AND PARALLEL TO THE WEST LINE OF LOT 39, OF SAID BLOCK 7, NORTH 01°13'34" EAST 210.00 FEET TO THE NORTH LINE OF SAID BLOCK 7, THENCE ALONG SAID NORTH LINE SOUTH 88°23'29" EAST (BEARING REFERENCE) 337.50 FEET TO THE POINT OF BEGINNING, SAID LANDS LYING AND BEING IN THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA.

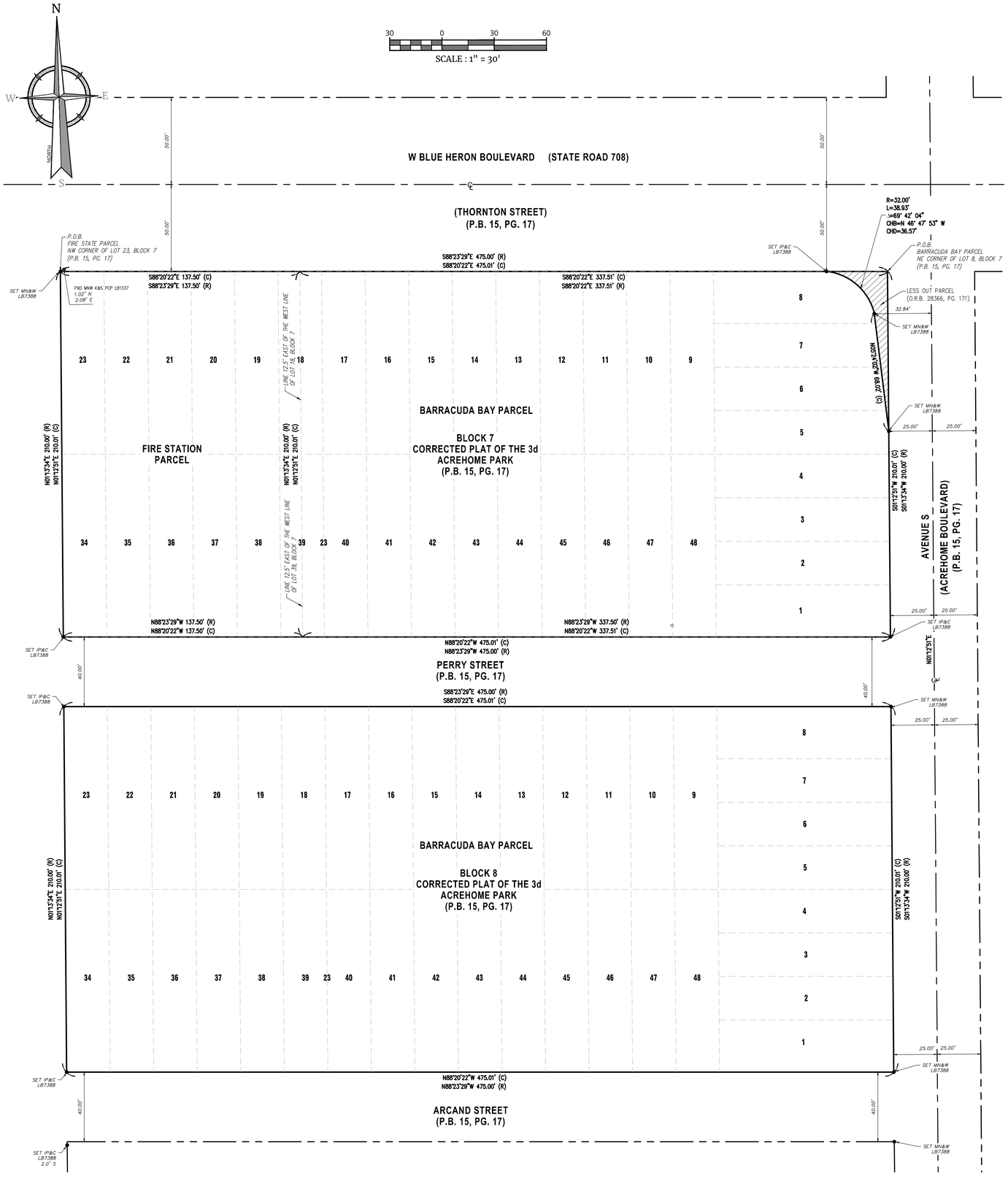
LESS AND EXCEPT THAT PARCEL CONVEYED TO THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION BY DEED RECORDED IN OFFICIAL RECORDS BOOK 28366, PAGE 171, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

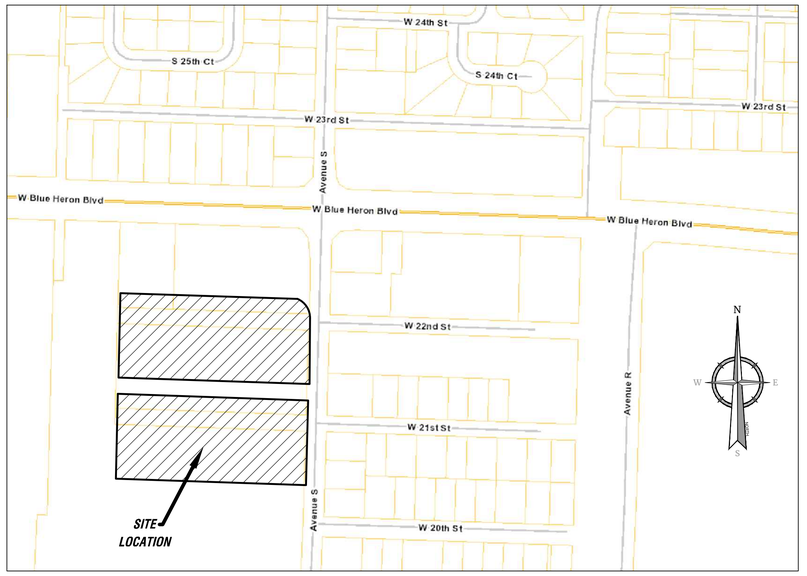
TOGETHER WITH:
LOTS 1 THROUGH 23, AND LOTS 34 THROUGH 48, BLOCK 8, OF THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

TOGETHER WITH:
FIRE STATION PARCEL

LOTS 19 TO 23, BLOCK 7, INCLUSIVE, LOTS 34 TO 38, BLOCK 7, INCLUSIVE, AND THE WEST 12.50 FEET OF LOTS 18 AND 39, BLOCK 7, THE 3RD ACREHOME PARK ADDITION TO KELSEY CITY, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 4, PAGE 76, AS CORRECTED IN PLAT BOOK 15, PAGE 17, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHWEST CORNER OF LOT 23, OF SAID BLOCK 7, THENCE ALONG THE NORTH LINE OF SAID BLOCK 7 THENCE SOUTH 88°23'29" EAST (BEARING REFERENCE), A DISTANCE OF 137.50 FEET TO A LINE BEING 12.50 FEET EAST OF AND PARALLEL TO THE WEST LINE OF LOT 18, BLOCK 7, THENCE SOUTH 01°13'34" WEST, 210.00 FEET TO THE SOUTH LINE OF SAID BLOCK 7, THENCE ALONG SAID SOUTH LINE NORTH 88°23'29" WEST, 137.50 FEET TO THE WEST LINE OF LOT 34, BLOCK 7, THENCE ALONG SAID WEST LINE NORTH 01°13'34" EAST, 210.00 FEET TO THE POINT OF BEGINNING, SAID LANDS LYING AND BEING IN THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA.





LOCATION MAP

NOT TO SCALE

ABBREVIATIONS

R	=	*RECORDED*
C	=	*CALCULATED*
R	=	*RECORD*
M	=	*MEASURED*
P	=	*PLAT*
ID	=	*IDENTIFICATION*
P.O.B.	=	*POINT OF BEGINNING*
P.B.	=	*PLAT BOOK*
PG.	=	*PAGE*
℄	=	*CENTERLINE*

LEGAL DESCRIPTION:

BARRACUDA BAY PARCEL

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SURVEYOR'S NOTES:

IN CONDUCTING THE BOUNDARY SURVEY FOR THE SUBJECT PROPERTY, NO RECOVERABLE MONUMENTS WERE FOUND AT THE PROPERTY CORNERS. CONSEQUENTLY, THE PROPERTY LINES HAVE BEEN ESTABLISHED BASED ON IDENTIFIABLE TOPOGRAPHIC FEATURES AND OCCUPATION OBSERVED AND MEASURED IN THE FIELD, AND SUBSTANTIATED WITH MONUMENTS RECOVERED ON ADJACENT PROPERTIES, PROVIDING CRITICAL REFERENCE DATA THAT AIDED IN THE CALCULATION OF SAID PROPERTY LINES.

THE CLIENT PROVIDED THE LEGAL DESCRIPTION TO THIS SURVEYOR.

OWNERSHIP IS SUBJECT TO OPINION OF TITLE.

NO ENCROACHMENTS WERE NOTED BY THIS SURVEY, EXCEPT AS SHOWN HEREON.

ANY NOTORIOUS EVIDENCE OF OCCUPATION AND/OR USE OF THE DESCRIBED PARCEL FOR RIGHT-OF-WAY, INGRESS OR EGRESS IS SHOWN ON THIS SURVEY DRAWING. HOWEVER, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY RECORDED INSTRUMENTS OR RIGHT-OF-WAY OTHER THAN SHOWN ON THE RECORDED PLAT OR STATED IN THE LEGAL DESCRIPTION AS IT APPEARS ON THIS DRAWING.

THE OWNERSHIP OF THE FENCES AND/OR WALLS AS SHOWN HEREON WAS NOT DETERMINED.

EXAMINATION OF THE ABSTRACT OF TITLE WILL HAVE TO BE MADE TO DETERMINE RECORDED INSTRUMENTS, IF ANY, AFFECTING THIS PROPERTY.

DIFFERENCES ARE NOTED AS COMPARED TO CALCULATIONS FROM THE RECORD PLAT AND ARE SHOWN AS PLAT, MEASURED, RECORD AND/OR DEED.

BEARINGS AND NORTH ARROW DIRECTION SHOWN HEREON ARE BASED ON THE CENTERLINE OF NE AVENUE S, HAVING A BEARING OF N01°12'51"E, AS SHOWN HEREON.

ALL MEASUREMENTS ARE IN US SURVEY FOOT.

ELEVATIONS ARE REFERRED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88). ELEVATIONS SHOWN ARE BASED ON FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) MONUMENTS A2, A NAIL AND BRASS DISK STAMPED "FDOT"; ELEVATION = 14.063 FEET (NAVD88), AND A3, A NAIL AND BRASS DISK STAMPED "FDOT"; ELEVATION = 16.174 FEET (NAVD88), AS REPORTED ON FDOT PROJECT SURVEY CONTROL FOR STATE ROAD 708 (BLUE HERON BLVD.), FINANCIAL PROJECT ID. 435144-1-52-01. A CLOSED 0.25 MILES, MORE OR LESS, LEVEL LOOP TO THE SITE AND BACK WAS COMPLETED, WITH A REPORTED ERROR OF 0.005 FEET.

PROPERTY ADDRESS: 1621 WEST BLUE HERON BOULEVARD, RIVIERA BEACH, FLORIDA 33404

THE TOTAL PROPERTY AREA IS 198,865 SQ. FEET OR 4.565 ACRES MORE OR LESS.

THE NATIONAL FLOOD INSURANCE RATE MAP 12099C0389F FOR FLORIDA COMMUNITY 125142, PANEL NUMBER 0389F, FIRM DATE 10/05/17, PUBLISHED BY THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, DELINEATES THE HEREIN DESCRIBED LAND TO BE SITUATED WITHIN ZONE "X", WITH NO BASE FLOOD ELEVATION.

THIS SKETCH SHOWN HEREON IN ITS GRAPHIC FORM, IS THE RECORD DEPICTION OF THE SURVEYED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORMAT OF THIS SURVEY. THIS MAP IS INTENDED TO BE DISPLAYED AT A SCALE OF 1"=30' OR SMALLER. AT THE MAXIMUM INTENDED DISPLAYED SCALE THE SURVEY AND SKETCH'S POSITIONAL ACCURACY VALUE OCCUPIES 1/30" ON THE DISPLAY.

ADDITIONS OR DELETIONS TO SURVEY MAPS AND REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES ARE PROHIBITED WITHOUT THE WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES. THIS DOCUMENT CONSISTS OF 1 SHEET.

THIS SURVEY MAP IS INTENDED TO BE DISPLAYED AT THE GRAPHIC AND STATED SCALES IN ENGLISH UNITS OF MEASUREMENT. ATTENTION IS DIRECTED TO THE FACT THAT SAID SURVEY MAP MAY BE ALTERED IN SCALE BY REPRODUCTION. THIS MUST BE CONSIDERED WHEN OBTAINING SCALED DATA.

ACCURACY STATEMENT: SUBURBAN LINEAR 1 FOOT IN 7,500.

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REV	DATE	DRAWN BY	DESCRIPTION

DENIS A. DENIS
LICENSE NUMBER
LS7017
STATE OF FLORIDA
PROFESSIONAL
SURVEYOR AND MAPPER

Digitally signed by Denis Denis
Date: 2025.02.12 15:36:33-05'00'

Denis A Denis
FLORIDA PROFESSIONAL SURVEYOR AND MAPPER
LICENSE NUMBER: LS7017
COLLIERS ENGINEERING & DESIGN, INC.
F.L. License #: LB7388

BOUNDARY AND TOPOGRAPHY SURVEY

FOR

CORE CONSTRUCTION

1621 WEST
BLUE HERON BOULEVARD

RIVIERA BEACH
PALM BEACH COUNTY
FLORIDA 33404

Colliers Engineering & Design
MIAMI
7400 Corporate Center Drive
Suite C
Miami, FL 33126
Phone: 305.392.3190
COLLIERS ENGINEERING & DESIGN, INC.

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
AS SHOWN	02/07/2025	MCH & ED	DD

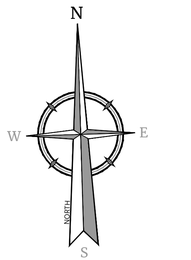
PROJECT NUMBER:	DRAWING NAME:
25001323A	V-TOPO-BNDY

SHEET TITLE:
BOUNDARY SURVEY

SHEET NUMBER:
1 of 2

1323A\Survey\transfer\V-TOPO-BNDY.dwg\V-BNDY SHEET 1 By: ERNESTO.DIOMINGUEZ

NOTE: DO NOT SCALE DRAWINGS FOR CONSTRUCTION.



30 0 30 60

SCALE : 1" = 30'

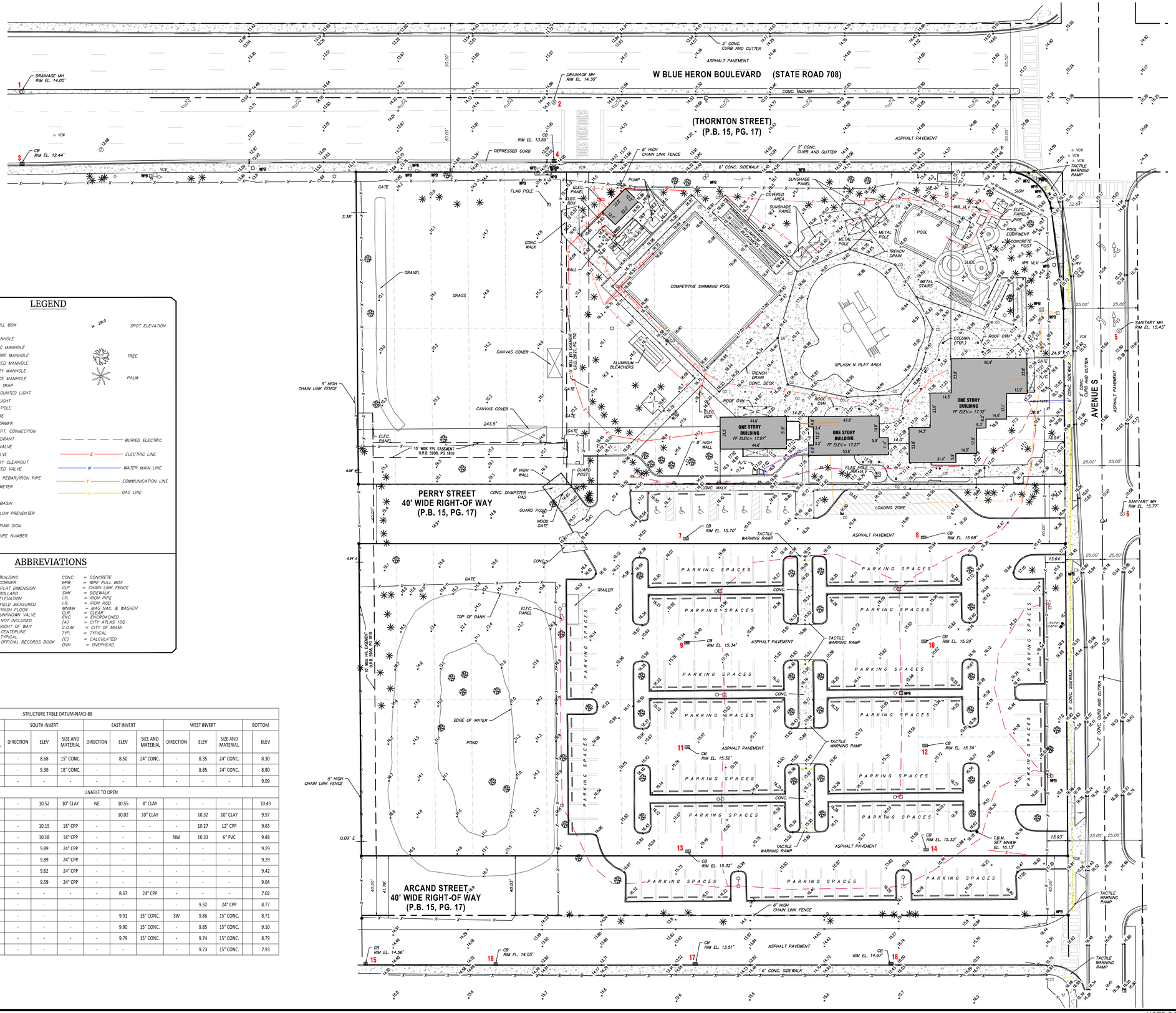
LEGEND

WPB	WIRE PULL BOX	× 29.0	SPOT ELEVATION
W	WELL		
G	GAS MANHOLE		
E	ELECTRIC MANHOLE		TREE
T	TELEPHONE MANHOLE		
	UNMARKED MANHOLE		PALM
S	SANITARY MANHOLE		
D	DRAINAGE MANHOLE		
	GREASE TRAP		
	POLE MOUNTED LIGHT		
	FLOOD LIGHT		
	UTILITY POLE		
	GUY WIRE		
	TRANSFORMER		
fdc	FIRE DEPT. CONNECTION		
	FIRE HYDRANT		BURIED ELECTRIC
WV	WATER VALVE	E	ELECTRIC LINE
GV	GAS VALVE	W	WATER MAIN LINE
CO	SANITARY CLEANOUT	T	COMMUNICATION LINE
UV	UNMARKED VALVE	G	GAS LINE
	CAPPED REBAR/IRON PIPE		
WM	WATER METER		
	SIGN		
	CATCH BASIN		
	BACK FLOW PREVENTER		
	PEDESTRIAN SIGN		
00	STRUCTURE NUMBER		

ABBREVIATIONS

BLDG	= BUILDING	CONC.	= CONCRETE
COR	= CORNER	WPB	= WIRE PULL BOX
(R)	= PLAT DIMENSION	CLF	= CHAIN LINK FENCE
BOL	= BOLLARD	SWK	= SIDEWALK
EL.	= ELEVATION	I.P.	= IRON PIPE
(M)	= FIELD MEASURED	I.R.	= IRON ROD
F.F.	= FINISH FLOOR	MN&W	= MAG NAIL & WASHER
U/V	= UNKNOWN VALVE	CLR.	= CLEAR
N./I	= NOT INCLUDED	ENC.	= ENCROACHED
R/W	= RIGHT OF WAY	(A)	= CITY ATLAS 100
CL	= CENTERLINE	C.O.M.	= CITY OF MIAMI
TYP.	= TYPICAL	TYP.	= TYPICAL
O.R.B.	= OFFICIAL RECORDS BOOK	(C)	= CALCULATED
		OVH	= OVERHEAD

STRUCTURE TABLE DATUM-NAVD-88															
NUMBER	DESCRIPTION	RIM ELEV	NORTH INVERT			SOUTH INVERT			EAST INVERT			WEST INVERT			BOTTOM
			DIRECTION	ELEV	SIZE AND MATERIAL	DIRECTION	ELEV	SIZE AND MATERIAL	DIRECTION	ELEV	SIZE AND MATERIAL	DIRECTION	ELEV	SIZE AND MATERIAL	ELEV
1	DRAINAGE MH	14.00	-	8.70	15" CONC.	-	8.68	15" CONC.	-	8.50	24" CONC.	-	8.35	24" CONC.	8.30
2	DRAINAGE MH	14.30	NE	9.45	18" CONC.	-	9.30	18" CONC.	-	-	-	-	8.85	24" CONC.	8.80
3	CATCH BASIN	12.44	-	9.18	15" CONC.	-	-	-	-	-	-	-	-	-	9.09
4	CATCH BASIN	13.59	UNABLE TO OPEN												
5	SANITARY MH	15.45	NW	10.65	8" CLAY	-	10.52	10" CLAY	NE	10.55	8" CLAY	-	-	-	10.49
6	SANITARY MH	15.77	-	10.07	10" CLAY	-	-	-	-	10.02	10" CLAY	-	10.32	10" CLAY	9.97
7	CATCH BASIN	15.70	-	-	-	-	10.15	18" CPP	-	-	-	-	10.27	12" CPP	9.65
8	CATCH BASIN	15.68	NW	10.36	12" PVC	-	10.18	18" CPP	-	-	-	NW	10.33	6" PVC	9.48
9	CATCH BASIN	15.34	-	10.09	18" CPP	-	9.89	24" CPP	-	-	-	-	-	-	9.29
10	CATCH BASIN	15.29	-	9.89	18" CPP	-	9.89	24" CPP	-	-	-	-	-	-	9.29
11	CATCH BASIN	15.32	-	9.77	24" CPP	-	9.62	24" CPP	-	-	-	-	-	-	9.42
12	CATCH BASIN	15.34	-	9.69	24" CPP	-	9.59	24" CPP	-	-	-	-	-	-	9.04
13	CATCH BASIN	15.32	-	9.32	24" CPP	-	-	-	-	8.67	24" CPP	-	-	-	7.02
14	CATCH BASIN	15.32	-	9.17	24" CPP	-	-	-	-	-	-	-	9.32	24" CPP	8.77
15	CATCH BASIN	14.56	-	-	-	-	-	-	-	9.91	15" CONC.	SW	9.86	15" CONC.	8.71
16	CATCH BASIN	14.05	-	-	-	-	-	-	-	9.90	15" CONC.	-	9.85	15" CONC.	9.10
17	CATCH BASIN	13.39	-	-	-	-	-	-	-	9.79	15" CONC.	-	9.74	15" CONC.	8.79
18	CATCH BASIN	14.88	-	-	-	-	-	-	-	-		-	9.73	15" CONC.	7.93



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REV	DATE	DRAWN BY	DESCRIPTION

Denis A Denis
FLORIDA PROFESSIONAL SURVEYOR AND MAPPER
LICENSE NUMBER: LS7017
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CORE CONSTRUCTION

1621 WEST BLUE HERON BOULEVARD

RIVIERA BEACH
PALM BEACH COUNTY
FLORIDA 33404

Colliers Engineering & Design

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SCALE:	DATE:	DRAWN BY:	CHECKED BY:
AS SHOWN	02/07/2025	MCH & ED	DD

PROJECT NUMBER:	DRAWING NAME:
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SHEET TITLE:

BOUNDARY SURVEY

SHEET NUMBER:

1 of 2

1323A/Survey\transfer\V-TOPO-BNDY.dwg By: ERNESTO.DOMINGUEZ

NOTE: DO NOT SCALE DRAWINGS FOR CONSTRUCTION.

OR BK 30519 PG 472, 4/3/2019
ORDINANCE - ABANDONING-

SEE ORB 867, PG. 620 FOR RESOLUTION TO ABANDON PARTS OF CERTAIN STREETS.

PL192600187

CORRECTED PLAT OF THE 3d
ACREHOME PARK
ADDITION TO KELSEY CITY
IN THE CORPORATE LIMITS OF RIVIERA
IN THE WEST½ OF THE SOUTH WEST¼ OF SEC. 29. T. 42 S. R. 43 E.
PALM BEACH COUNTY, FLA.
NOV. 1926 SCALE 1"=100' KELSEY CITY ENG CO.

17

21 December 12th
26 17 15
Mail to: Name
City, State, Zip

Copy of plat on file in Book 4 Page 26 of the public records of Palm Beach Co. Fla. made to correct error in statement of land embraced. Forming statement says Lots 67 to 90 Inc. whereas Lots 66 to 91 Inc. are included.

STATE OF FLORIDA,
COUNTY OF PALM BEACH
KNOW ALL MEN BY THESE PRESENTS that the Currie Investment & Title Guaranty Co. a Corporation duly organized under the laws of the State of Florida, owners of the tract of land shown hereon and more particularly described as follows: Lots 66 to 91 Inc. Acrehome Park According to plat on file in Book 6 Page 46 of the public records of Palm Beach Co. Fla. said property being in Sec. 29 Tp. 42 South, Rge. 43 East has caused the said described land to be surveyed and platted as shown hereon, and does hereby dedicate to the perpetual use of the public. The Streets and Boulevard as shown hereon reserving unto itself its successors and assigns the reversion or reversions of same whenever abandoned to the public or otherwise by law.
IN WITNESS WHEREOF the said Currie Investment & Title Guaranty Co. has caused these presents to be executed in its name and by its president, attested by its Secretary, and its corporate seal to be hereto affixed at West Palm Beach County of Palm Beach, Fla. this 21st day of December A.D. 1926
THE CURRIE INVESTMENT & TITLE GUARANTY Co.
By [illegible] PRESIDENT
Signed Sealed and delivered in the presence of
Attest J. Yeomans SECRETARY.

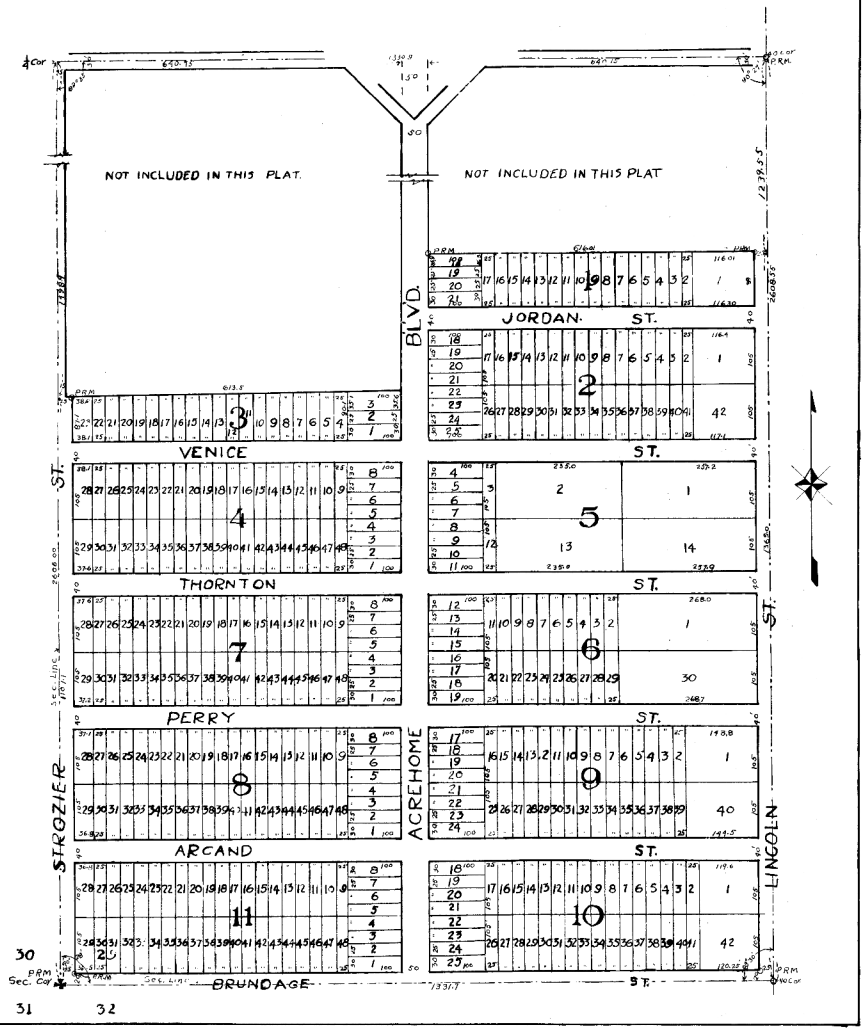
STATE OF FLORIDA
COUNTY OF PALM BEACH
Before Me An Officer duly authorized to administer oaths and take acknowledgments personally appeared Lulu M. Currie and R.S. Yeomans who first being duly sworn and acknowledged that they are respectively President and Secretary respectively of the Currie Investment and Title Guaranty Co. and that they executed the foregoing instrument as such officers of said Company, by and with the authority of the Board of Directors of said Company for the purposes therein expressed and that their act and deed was the act and deed of said Company.
IN WITNESS WHEREOF I have hereunto set my hand and official seal at West Palm Beach, Fla. this 21st day of December A.D. 1926
NOTARY PUBLIC
My commission expires 7-17-1928

STATE OF FLORIDA
COUNTY OF PALM BEACH
I hereby certify that the plat shown hereon is a true and correct representation of a survey of the land described in the foregoing dedication made under my direction, and that it is accurate to the best of my knowledge and belief and that the permanent reference monuments have been set as required by law.
N. K. Williams
Certificate No 218

SUBSCRIBED and sworn to before me at West Palm Beach Florida this 15th day of December A.D. 1926
NOTARY PUBLIC
My commission expires [illegible]

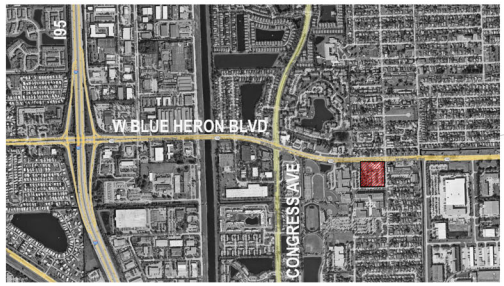
APPROVED December 15th A.D. 1926
Town Council Town of Riviera
By: [illegible] Town Clerk

APPROVED Dec 15 A.D. 1926
Board of County Commissioners.
By: John Boyd County Engineer.



RIVIERA BEACH POLICE DEPARTMENT

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404



07/09/2025

SITE PLAN RESUBMISSION
JULY 9TH, 2025

SHEET INDEX

Sheet №	Sheet Name	Current Revision Date	Current Revision Description
G0.00	COVER SHEET	7/9/2025	Site Plan Resubmission
A1.01	ARCHITECTURAL SITE PLAN	7/9/2025	Site Plan Resubmission
A1.10	SITE DETAILS	7/9/2025	Site Plan Resubmission
A2.01e	FLOOR PLAN, GROUND - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A2.03e	FLOOR PLAN, ROOF - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A2.10A	GROUND FLOOR ANNOTATION PLAN	7/9/2025	Site Plan Resubmission
A2.20A	SECOND FLOOR ANNOTATION PLAN	7/9/2025	Site Plan Resubmission
A2.30	ROOF PLAN	7/9/2025	Site Plan Resubmission
A6.00e	EXTERIOR ELEVATIONS - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A6.01	EXTERIOR ELEVATIONS	7/9/2025	Site Plan Resubmission

See separate upload file with two renderings

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E) JBalint@PGAL.com

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E) SFB@botekthurlow-eng.com

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E) jlohrum@jl2architecture.com

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E) mark@johnsonstructural.com

MEP/FP/FA/TECH

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E) sudharma@ociassociates.com

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PGAL

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ENGINEERING
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NOT FOR REGULATORY APPROVAL, BIDDING, PERMIT, OR CONSTRUCTION PURPOSES.

DRAWING HISTORY

№	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

7/9/2025
STATE OF FLORIDA JOBY L. BALINT AR0016653 REGISTERED ARCHITECT

PROJECT NUMBER
1007657.00

SHEET TITLE
COVER SHEET

SHEET NUMBER
G0.00

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
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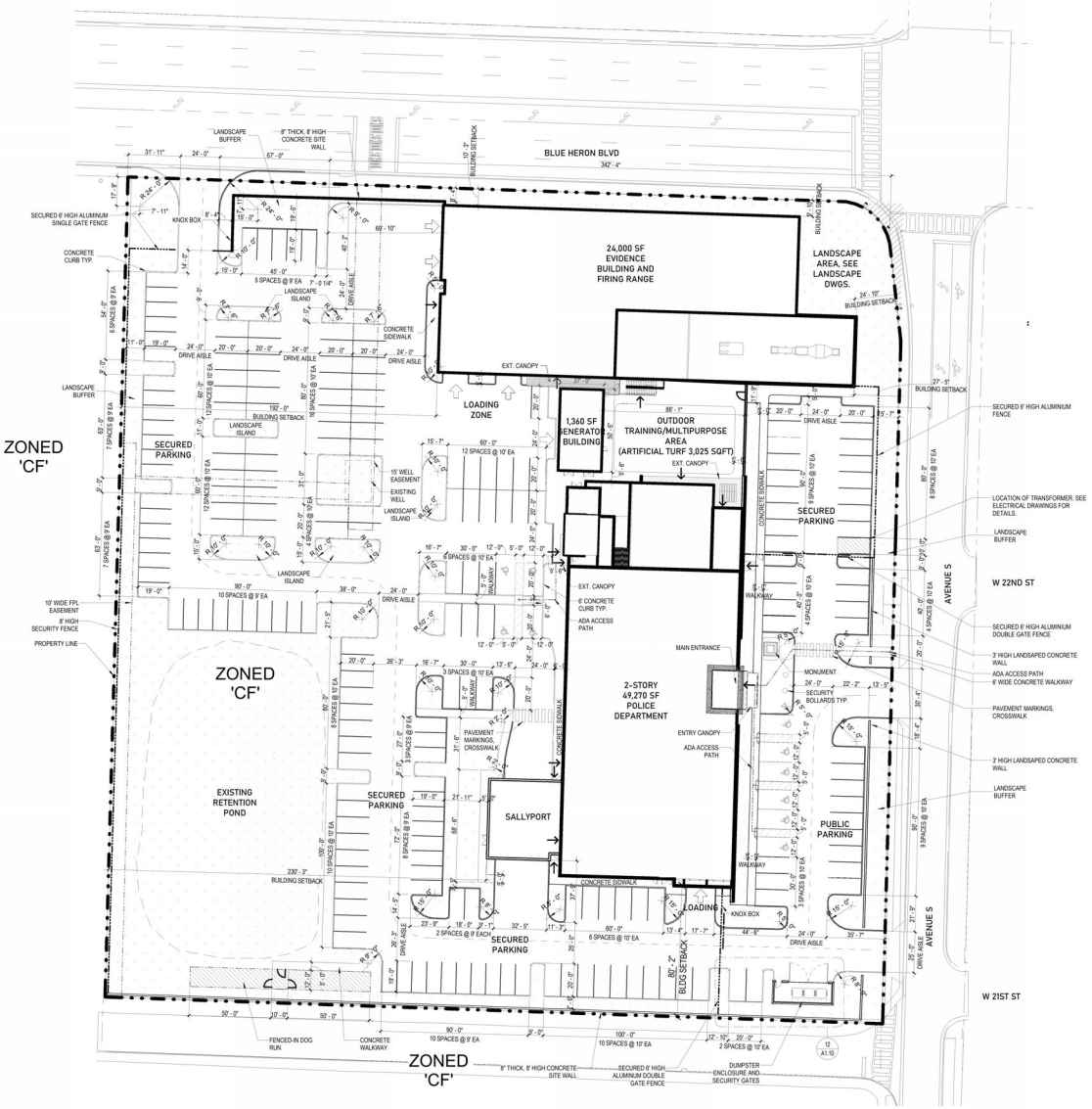
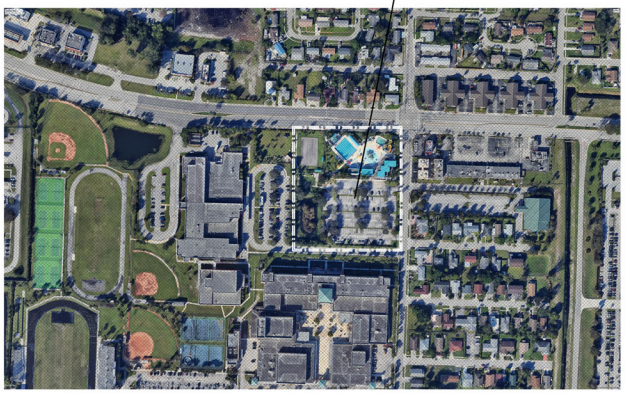


SITE PLAN 1" = 30'-0" (2)



LOCATION MAP 12" = 1'-0" (1)

SITE PLAN NOTES

1. DO NOT SCALE DRAWINGS. CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
2. FINISH FLOOR ELEVATION (FFE) IS SHOWN AS 0'-0" WITHIN THE ARCHITECTURAL DRAWINGS; REFER TO CIVIL DRAWINGS FOR ACTUAL FFE
3. REFER TO TOPOGRAPHIC SURVEY FOR ADDITIONAL INFORMATION.
4. CONTRACTOR SHALL FIELD VERIFY ALL SITE CONDITIONS PRIOR TO COMMENCING WORK.
5. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
6. REFER TO ELECTRICAL DRAWINGS FOR ADDITIONAL SITE INFORMATION AND LIGHTING.
7. REFER TO CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION; BUT NOT LIMITED TO, WATER, SEWER, PAVING, GRADING, DRAINAGE, PLANTINGS, IRRIGATION, ETC.
8. PROVIDE TERMITE PROTECTION PER 2023 FBC-BUILDING SECTIONS 105.10, 105.11 AND 1816 IN THE FORM OF SOIL TREATMENT BY A FLORIDA LICENSED PEST CONTROL COMPANY USING 'REGISTERED TERMITICIDE'. PROVIDE 3-YEAR WARRANTY FROM DATE OF SUBSTANTIAL COMPLETION. PROVIDE PRODUCT DATA, CERTIFICATES, AND SOIL TREATMENT APPLICATION REPORT FOR REVIEW BY ARCHITECT.

SITE DATA

LAND USE DESIGNATION: 'REC' - RECREATIONAL
LAND USE PROPOSED: 'CF' - COMMUNITY FACILITIES
ZONING CLASIFICATION: 'CF' - COMMUNITY FACILITY DISTRICT
FLOOD ZONE: X

	REQUIRED	PROVIDED	%
LOT AREA:		5.42 ACRES 236,375 S.F.	
IMPERVIOUS AREA:		169,474 S.F.	72%
PERVIOUS AREA:		66,901 S.F.	28%
BUILDING COVERAGE			
POLICE DEPARTMENT:		49,270 S.F.	
EVIDENCE BUILDING & FIRING RANGE:		24,000 S.F.	
GENERATOR BUILDING:		1,360 S.F.	
TOTAL:		**74,630 S.F.**	31%
OPEN SPACE:		161,745 S.F.	69%
SETBACKS & HEIGHTS (COMMUNITY FACILITIES)			
FRONT:		24'-10"	
SIDE:		9'-10"	
SIDE:		80'-2"	
REAR:			
HEIGHT (BLDG TYP.):		30'-0"	
HIGHEST POINT (TOP OF CUPOLA):		41'-0"	
PARKING			
POLICE DEPARTMENT (1/300 SF) 49,270 S.F.	163		
EVIDENCE BUILDING & FIRING RANGE(1/1000 SF) 24,000 S.F.	24		
GENERATOR BUILDING (N/A) 1,360 S.F.	N/A		
TOTAL:	**187**	**208**	
PARKING BREAKDOWN			
9'-0" x 19'-0"		58	
10'-0" x 20'-0"		140	
12'-0" x 20'-0" ADA		10	
TOTAL:		**208**	

NOTE: 9'X19' PARKING SPACES ARE ALLOWABLE PER SEC. 31-576. DESIGN STANDARDS (RIVIERA BEACH, FLORIDA - CODE OF ORDINANCES)

MINIMUM LANDSCAPED AREA REQUIRED PER 9'X19' PARKING BAY

58 QTY (9'X19' SPACES) X 30 SQ FT LANDSCAPED AREA = 1,740 SQ FT REQ.

28% (TOTAL) - 20% (MIN REQUIRED) = (8%) 18,910 SQ FT PROVIDED

TRUE NORTH

0 15'-0" 30'-0" 60'-0"

CLIENT

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Riviera Beach, FL 33404

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www.pgal.com

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FL 33409

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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/2/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BAUNT REGISTERED ARCHITECT AR0016653
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/02/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

SHEET TITLE

ARCHITECTURAL SITE PLAN

SHEET NUMBER

A1.01

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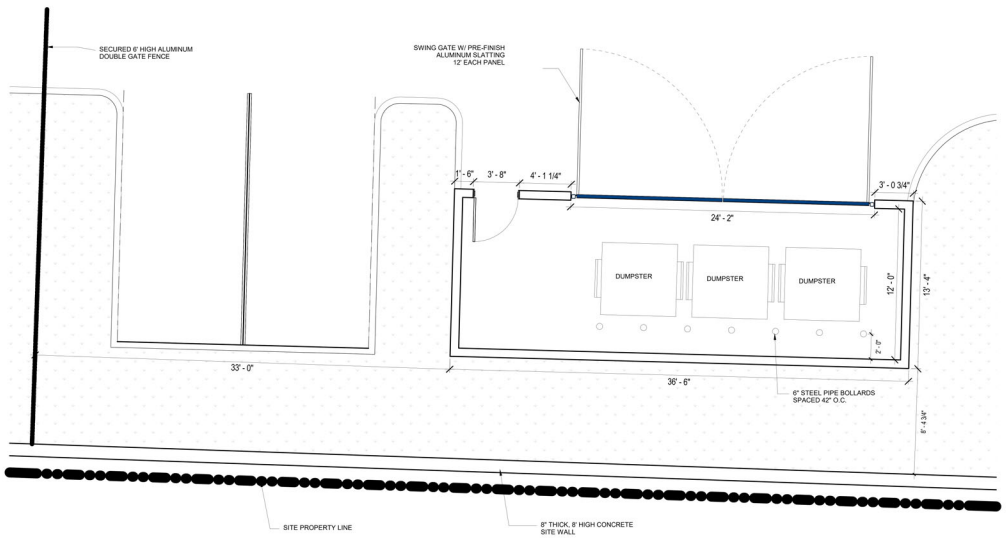
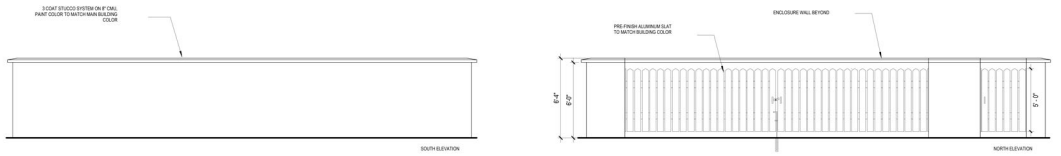
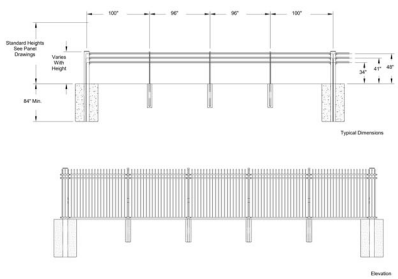


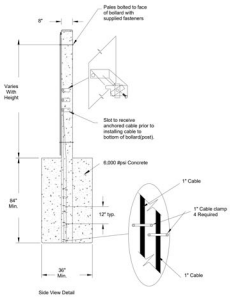
TRASH ENCLOSURE ENLARGED PLAN 1/4" = 1'-0" 12

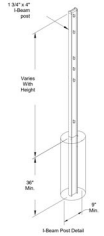


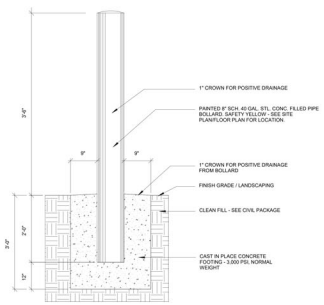
TRASH ENCLOSURE ELEVATIONS 1/4" = 1'-0" 6



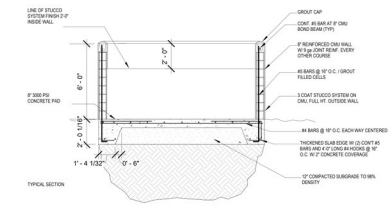
FENCE DETAIL N.T.S. 5



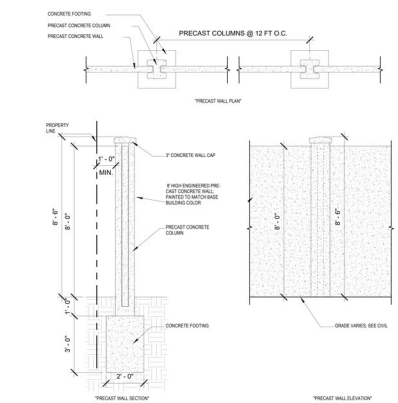




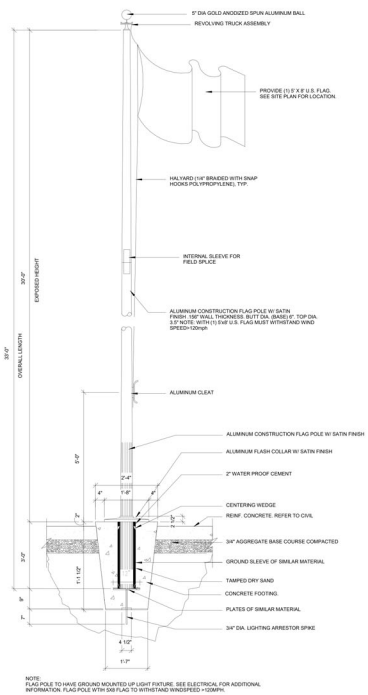
BOLLARD DETAIL N.T.S. 4



TRASH ENCLOSURE 1/4" = 1'-0" 3



ENGINEERED PRECAST CONCRETE WALL 3/8" = 1'-0" 2



FLAG POLE DETAIL N.T.S. 1

CLIENT

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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BALINT REGISTERED ARCHITECT AR0016653 7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL
33404

PROJECT NUMBER

1007657.00

SHEET TITLE

SITE DETAILS

SHEET NUMBER

A1.10

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/8/2025 9:53:43 PM

GENERAL NOTES

A REFER TO SHEETS G1.00E FOR GENERAL ABBREVIATIONS AND ARCHITECTURAL SYMBOLS.
B DASHED LINES REPRESENT ITEMS ABOVE.
C REFER TO SHEET I0.10 FOR PARTITION TYPES AND DETAILS. PARTITIONS NOT IDENTIFIED SHALL BE TYPE A5 UNO.
D REFER TO SHEET I0.30E FOR DOOR, WINDOW, LOUVER, AND STOREFRONT ELEVATIONS.
E REFER TO SHEETS I0.30E FOR DOOR SCHEDULE & FOR TYPICAL DOOR DETAILS.
F FOR LOCKERS AND TOILET ROOM DIMENSIONS, REFER TO ENLARGED FLOOR PLANS.
G DIMENSIONS ARE TO COLUMN GRID, FACE OF MASONRY/CONCRETE/PRECAST, FACE OF METAL STUD, UNO.
H PROVIDE ALL NECESSARY FIREPROOFING MATERIALS TO MAINTAIN REQUIRED RATINGS.
I REFER TO SHEET G1.00E FOR LIFE SAFETY PLANS.
J REFER TO PLUMBING SHEETS FOR FLOOR DRAIN LOCATION COORDINATION.
K REFER TO SHEET A8.00 FOR TYPICAL EQUIPMENT MOUNTING HEIGHTS.
L REFER TO STRUCTURAL SHEET FOR TILT UP PANEL ELEVATIONS, OPENING DIMENSIONS AND DETAILS.
M REFER TO SHEET SERIES I2.21 FOR FINISH SCHEDULE AND KEY TO FINISHES.
N REFER TO SHEET I0.10 FOR THROUGH PENETRATION FIRESTOP SYSTEM SCHEDULE AND WALL PRIORITIES.

KEYNOTES

1 FORKLIFT STORAGE AREA
2 SECURED FENCE
3 TEMPORARY VEHICLE STORAGE
4 DASHED LINE REPRESENTS CANOPY ABOVE
5 WALL MOUNTED HIGH DENSITY BIKE RACK

OVERALL FIRST FLOOR PLAN 1/8" = 1'-0" (1)

PLAN NORTH

1/8" = 1'-0" GRAPHIC SCALE

FILE NAME: C:\@Revit\Local\1007657 - RBPD_Evidence_and_Fire_Range_Building_2025.07.07_zsatelhjeeJ8L93.rvt
DATE STAMP: 7/9/2025 10:43:24 AM

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B	7/9/2025	Site Plan Resubmission

CONSULTANT
STATE OF FLORIDA JOBY L. BAUNT REGISTERED ARCHITECT AR0016653
7/9/2025

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/09/2025

PROJECT NAME
RBPD EVIDENCE & FIRE RANGE BUILDING

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
FLOOR PLAN, GROUND - EVIDENCE/ FIRING RANGE

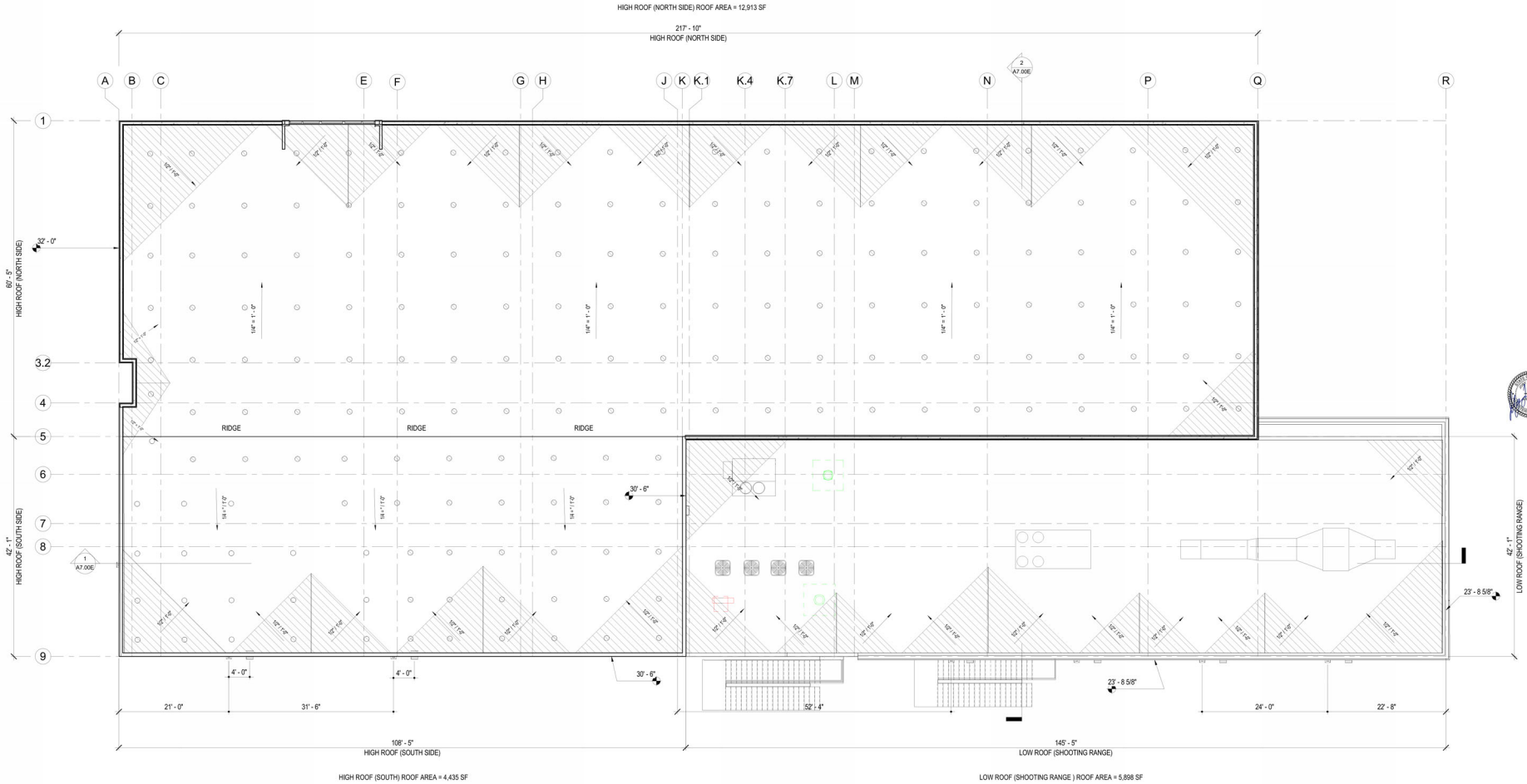
SHEET NUMBER
A2.01E

ROOF PLAN NOTES

1. DO NOT SCALE DRAWINGS, CONTACT ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. REFER TO MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION AND ROOFTOP MECHANICAL EQUIPMENT.
4. PROVIDE WALKWAY PADS AROUND ALL ROOFTOP MECHANICAL EQUIPMENT.
5. PROVIDE WALKWAY PADS FROM ROOFTOP ACCESS MECHANICAL EQUIPMENT FOR PROTECTION.
6. REFER TO STRUCTURAL DRAWINGS FOR "ALLOWABLE" DESIGN WIND PRESSURE REQUIREMENTS RELATED TO THE ROOFING SYSTEM.
7. ROOFING SYSTEM TO HAVE CURRENT MIAMI DADE NOA AND/OR FLORIDA PRODUCT APPROVALS THAT MEET OR EXCEED THE DESIGN WIND PRESSURES.
8. REFER TO SHEET G0.02 FOR GENERAL ABBREVIATIONS AND ARCHITECTURAL SYMBOLS.
9. R-VALUE FOR ALL ROOF INSULATION IS TO BE EQUAL TO FLORIDA BUILDING CODE REQUIREMENT FOR THE CLIMATE ZONE REGION (1A).
10. PARAPET HEIGHTS ARE TO TOP OF TILT-WALL OR METAL STUD. PRESSURE TREATED WOOD NAILERS AND METAL COPING/ FLASHING OCCUR ABOVE THIS HEIGHT.

GRAPHIC LEGEND

- INDICATES 1/4" PER FOOT SLOPE TO DRAIN AT ROOF
- INDICATES ROOF PITCH
- WALK PADS
- .00.0 — NEW OR FINISH POINT ELEVATION
- A10 — SHEET KEYNOTE
- REFERENCE
- 1/G — A7.101 — BUILDING SECTION REFERENCE



OVERALL ROOF PLAN 1/8" = 1'-0" (1)

PLAN NORTH

0 5' 10' 20' 30' 40'

3/32" = 1'-0" GRAPHIC SCALE

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DATE STAMP: 7/9/2025 11:04:57 AM

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NO.	DATE	DESCRIPTION

CONSULTANT

STATE OF FLORIDA JOBY L. BALINT AR0016653 REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RBPD EVIDENCE & FIRE RANGE BUILDING

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

SHEET TITLE

FLOOR PLAN, ROOF - EVIDENCE/ FIRING RANGE

SHEET NUMBER

A2.03E

FLOOR PLAN NOTES

1. ROOM AND DOOR REFERENCE NUMBERS ARE FOR DESIGN AND CONSTRUCTION COORDINATION PURPOSES ONLY.
2. DO NOT SCALE DRAWINGS. CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
3. ALL DIMENSIONS ARE TO FACE OF STUD, GRID LINE OR FACE OF MASONRY.
4. ALL DIMENSIONS NOTED AS "CLEAR" OR "FINISH" ARE TO FACE OF FINISH SURFACE TO MAINTAIN ADA CLEARANCES.
5. FOR FURTHER DIMENSIONS, SEE LARGE SCALE PLANS, INTERIOR ELEVATIONS, REFLECTED CEILING PLANS AND DETAILS.
6. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
7. REFER TO SHEET G0.02 "GENERAL PROJECT INFORMATION" FOR GENERAL NOTES, GRAPHICS AND ABBREVIATIONS FOR ADDITIONAL INFORMATION.
8. REFER TO SHEET G0.03 AND G0.04 REGARDING "ACCESSIBILITY INFORMATION AND DIAGRAMS" FOR ADDITIONAL INFORMATION.
9. CONTRACTOR SHALL FIELD COORDINATE LOCATION, SIZE AND TYPE OF NON-COMBUSTIBLE BLOCKING FOR INSTALLATION OF SIGNAGE, TOILET ACCESSORIES, HARDWARE, MILLWORK, ETC.
10. ALL CONCEALED WOOD OR EXPOSED PLYWOOD BACKING IN MECHANICAL, ELECTRICAL AND I.T. ROOMS SHALL BE FIRE RETARDANT TREATED (F.R.T).
11. REFER TO G.0. (LIFE SAFETY) SERIES DRAWINGS FOR ADDITIONAL INFORMATION AND FIRE RATING.
12. REFER TO G.0. (LIFE SAFETY), FIRE PROTECTION, PLUMBING, MECHANICAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.

WALL/PARTITION GRAPHIC LEGEND

X ###
PARTITION TYPE TAG

CMU W/OUT FURRING

CMU W/FURRING

DRYWALL PARTITION

DRYWALL PARTITION W/ BATT INSULATION

TILT WALL W/ FURRING

TILT WALL W/O FURRING

REFER TO SHEET A0.10 FOR GENERAL PARTITION NOTES AND DETAILS. REFER TO SHEET A0.11 FOR PARTITION TYPE SCHEDULE.

S1.03 — LEVEL, DOOR NUMBER, (RE: DOOR SCHEDULE)

ROOM — ROOM NAME, 02122 — (RE: ROOM FINISH SCHEDULE), ROOM NUMBER, LEVEL, SECTION/AREA

W12 — WINDOW TAG

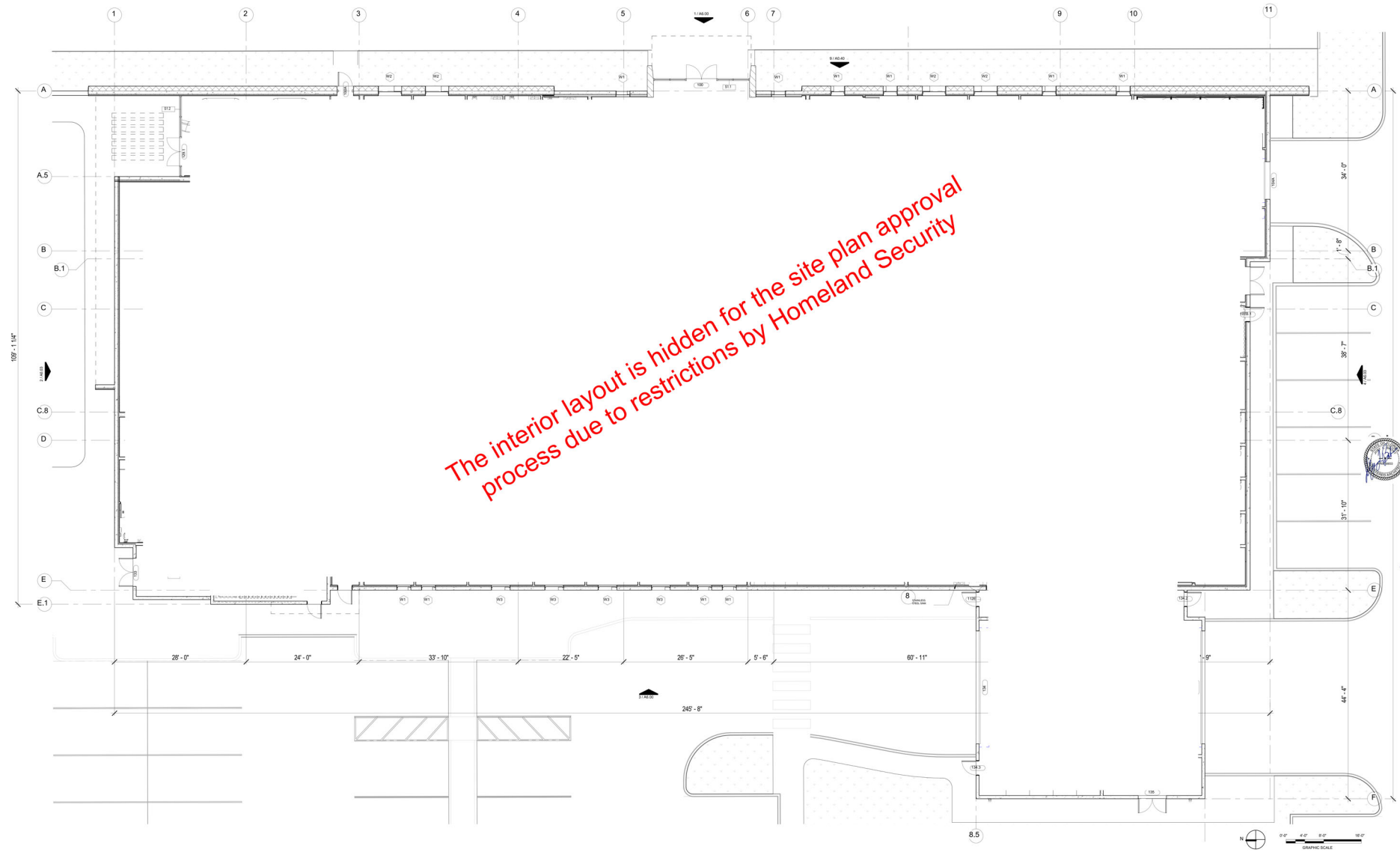
A10 — SHEET KEYNOTE

A203 — PARTITION TYPE (RE: PARTITION SCHEDULE)

EXTERIOR — ELEVATION NUMBER, A7.1 A311.01, SHEET NUMBER, 03W — REFERENCE

12, A7.101 — 12W14 — BUILDING SECTION REFERENCE

KEY NOTES



GROUND FLOOR - ANNOTATION PLAN

18" x 1'-6" 1

CLIENT

CITY OF RIVIERA BEACH
1481 West 15 Street
Riviera Beach, FL 33404

ARCHITECT OF RECORD

PGAL, Inc.
791 Park of Commerce Blvd.
Suite 400
Boca Raton, FL 33487
T 561 988 4002
www.pgal.com

CONSTRUCTION MANAGER/BUILDER

CORE CONSTRUCTION
1641 Worthington Rd
West Palm Beach
FL 33409

PUBLIC SAFETY CONSULTANT/ARCHITECT

JL2 ARCHITECTURE INC.
1678 Kingston Road
Longwood, FL
32750

REGISTRATION

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AR-0016653
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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA — JOBY L. BALINT — REGISTERED ARCHITECT — AR0016653 — 7/9/2025

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/09/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
GROUND FLOOR ANNOTATION PLAN

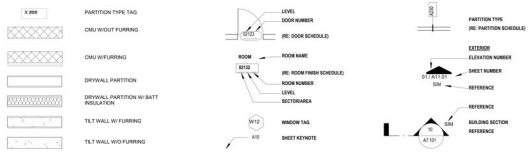
SHEET NUMBER
A2.10A

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/9/2025 9:53:46 PM

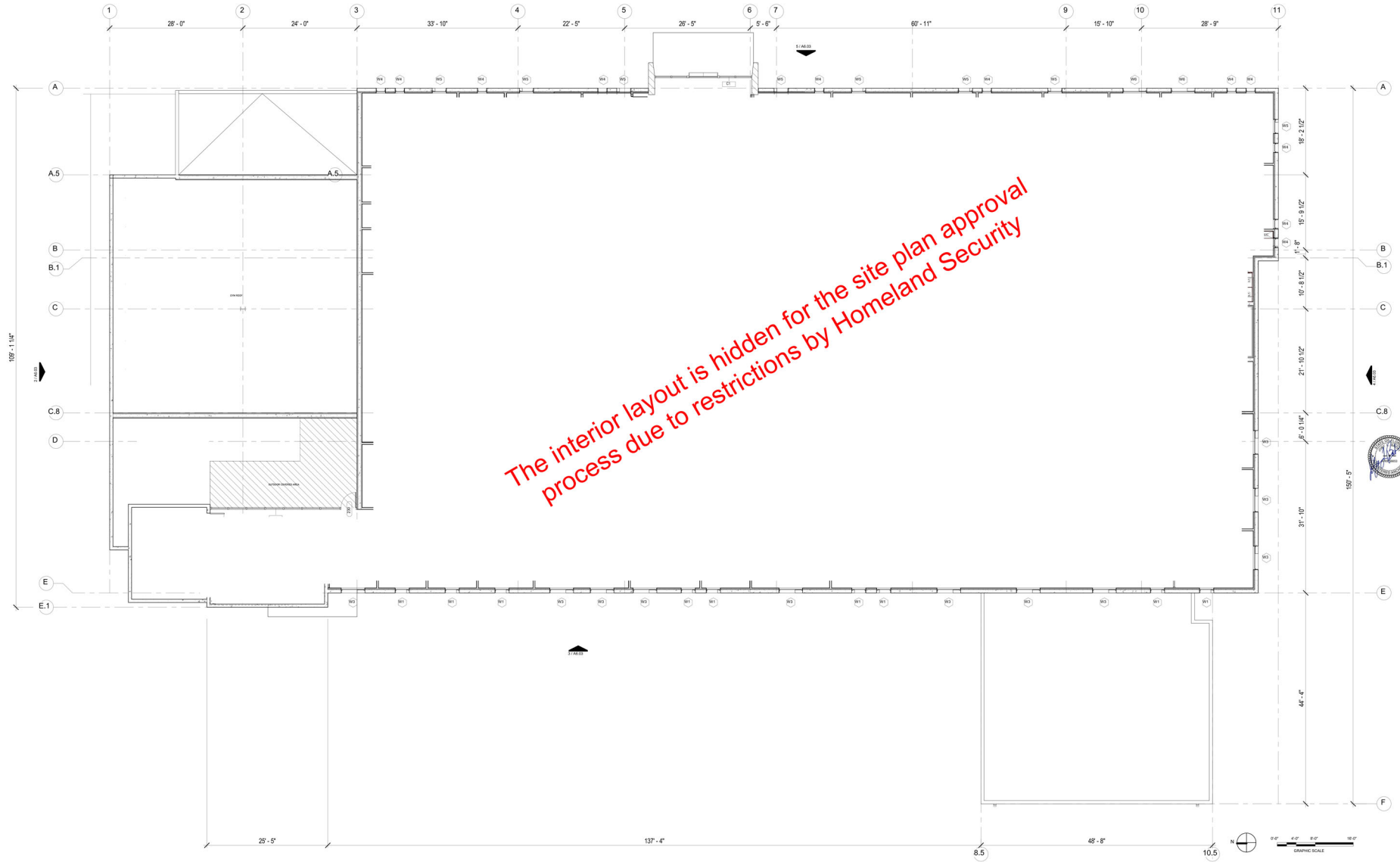
FLOOR PLAN NOTES

1. ROOM AND DOOR REFERENCE NUMBERS ARE FOR DESIGN AND ROOM AND DOOR BORDERING NUMBERS ONLY.
2. DO NOT SCALE DRAWINGS. CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
3. ALL DIMENSIONS ARE TO FACE OF STUD, GRID LINE OR FACE OF CONCRETE.
4. ALL DIMENSIONS NOTED AS "CLEAR" OR "FINISH" ARE TO FACE OF FINISH SURFACE TO MAINTAIN ADA CLEARANCES.
5. FOR FURTHER DIMENSIONS: SEE LARGE SCALE PLANS, INTERIOR ELEVATIONS, EXTERIOR ELEVATIONS, SECTIONS, AND DETAILS.
6. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN THE CONTRACT DOCUMENTS IMMEDIATELY.
7. REFER TO SHEET G0.02 "GENERAL PROJECT INFORMATION" FOR GENERAL PROJECT GRAPHICS AND ABBREVIATIONS FOR ADDITIONAL INFORMATION.
8. REFER TO SHEET G0.03 AND G0.04 REGARDING "ACCESSIBILITY" FOR ADDITIONAL INFORMATION AND ACCESSIBILITY SIGNAGE.
9. CONTRACTOR SHALL FIELD COORDINATE LOCATION, SIZE AND TYPE OF NON-COMBUSTIBLE BLOCKING FOR INSTALLATION OF SIGNAGE, TOILET ACCESSORIES, HARDWARE, MILLWORK, ETC.
10. ALL CONCEALED WOOD OR EXPOSED PLYWOOD BACKING IN ELECTRICAL CLOSETS, ROOF OR TELECOMMUNICATIONS ROOMS SHALL BE FIRE RETARDANT TREATED (F.R.T.).
11. REFER TO LS (LIFE SAFETY) SERIES DRAWINGS FOR ADDITIONAL INFORMATION AND FIRE RATINGS.
12. REFER TO STRUCTURAL FIRE PROTECTION, PLUMBING, MECHANICAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.

WALL/PARTITION GRAPHIC LEGEND



KEY NOTES



The interior layout is hidden for the site plan approval process due to restrictions by Homeland Security

SECOND FLOOR ANNOTATION PLAN 1/8" = 1'-0" (1)

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/8/2025 9:53:48 PM

CLIENT

CITY OF RIVIERA BEACH
1481 West 15 Street
Riviera Beach, FL 33404

ARCHITECT OF RECORD

PGAL

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CONSTRUCTION MANAGER/BUILDER

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REGISTRATION

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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA
JOBY L. BALINT
AR0016653
REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN
RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH
POLICE
DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE
HERON BLVD.
RIVIERA BEACH, FL
33404

PROJECT NUMBER

1007657.00

SHEET TITLE

SECOND FLOOR
ANNOTATION PLAN

SHEET NUMBER

A2.20A

ROOF PLAN NOTES

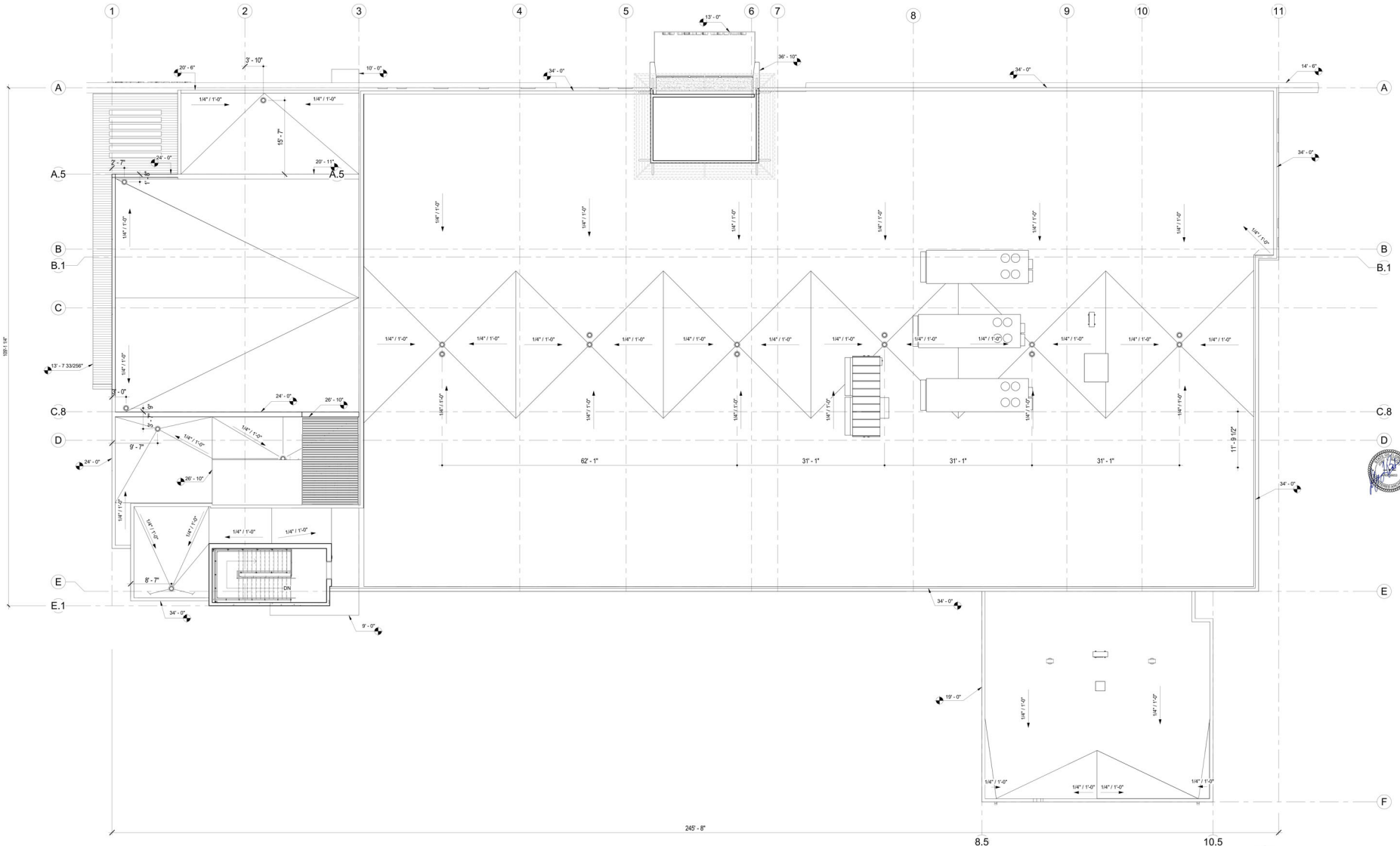
1. 1. DO NOT SCALE DRAWINGS, CONTACT ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. REFER TO MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION AND ROOFTOP MECHANICAL EQUIPMENT.
4. PROVIDE WALKWAY PADS AROUND ALL ROOFTOP MECHANICAL EQUIPMENT.
5. PROVIDE WALKWAY PADS FROM ROOFTOP ACCESS MECHANICAL EQUIPMENT FOR PROTECTION.
6. REFER TO STRUCTURAL DRAWINGS FOR "ALLOWABLE" DESIGN WIND PRESSURE REQUIREMENTS RELATED TO THE ROOFING SYSTEM.
7. ROOFING SYSTEM TO HAVE CURRENT MIAMI DADE NOA AND/OR FLORIDA PRODUCT APPROVALS THAT MEET OR EXCEED THE DESIGN WIND PRESSURES.

GRAPHIC LEGEND

- INDICATES 1/4" PER FOOT SLOPE TO DRAIN AT ROOF
- INDICATES ROOF PITCH
- WALK PADS

KEY NOTES

R1	3 PLY MODIFIED BITUMINOUS ROOFING SYSTEM WITH A WHITE GRANULAR CAP SHEET OVER LIGHT WEIGHT INSULATING CONCRETE AND R-21 MIN. AT LOW POINT.
R2	PREFINISHED ALUMINUM COPING CAP. REFER TO SHEET A7.80 FOR DETAILS.
R3	8"X8" PRIMARY SCUPPER, PREFINISHED ALUMINUM 6"X6" DOWNSPOUT WITH 12"X12" COLLECTOR BOX. TWO (2) 8" WIDE BY 4" HIGH EMERGENCY OVER FLOW SCUPPER.
R4	WALL MOUNTED ALUMINUM ROOF ACCESS LADDER. REFER TO A7.51 FOR MORE INFORMATION.
R5	WALK PAD TYPICAL , SEE A7.80 FOR MORE INFORMATION
R6	DOWNSPOUT TO CONNECT WITH THE UNDER GROUND STORM WATER MANAGEMENT SYSTEM: 6"x6"x6" PVC DOWNSPOUT ADAPTER (CONNECTOR REQUIRED) SEE CIVIL DRAWINGS FOR ADDITIONAL INFORMATION.
R7	ROOFTOP EQUIPMENTS; REFER TO MEP FOR MORE INFORMATION.
R8	PRE-FINISHED ALUMINUM EYEBROW BY PEACHTREE PROTECTIVE COVERS (OR EQUAL) SEE EXTERIOR ELEVATIONS FOR ADDITIONAL INFORMATION. COLOR TO BE SELECTED FROM THE STANDARD COLOR CHART; DARK GREY. SEE ROOF PLAN FOR SIZES. THE FASICIA HEIGHT TO BE 6" MINIMUM.
R9	PRE-FINISHED ALUMINUM CANOPY AT THE PATIO BY PEACHTREE PROTECTIVE COVERS (OR EQUAL). COLOR TO BE WHITE. FASICA AND COLUMN SUPPORTS TO BE DARK GREY. SEE FLOOR PLAN AND EXTERIOR ELEVATIONS FOR ADDITIONAL INFORMATION.
R10	PRE-FINISHED ALUMINUM 8"x8" EYEBROW PROJECTION; DARK GREY



ROOF PLAN 1/8" = 1'-0" (1)

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BAUNT REGISTERED ARCHITECT AR0016653
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

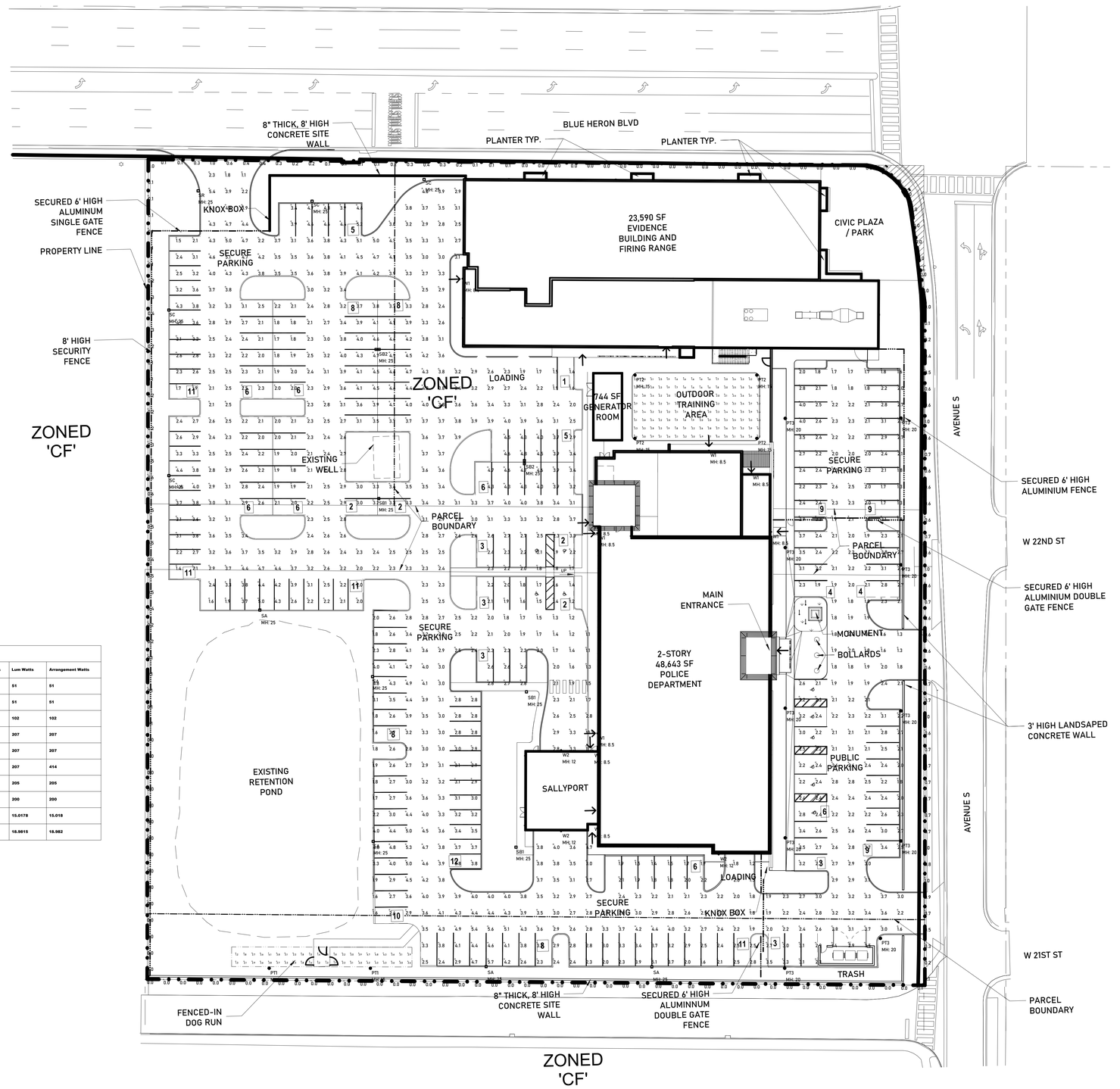
SHEET TITLE

ROOF PLAN

SHEET NUMBER

A2.30

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/9/2025 10:34:45 AM



Luminaire Schedule: RIVIERA BEACH POLICE DEPARTMENT - SITE RIVIERA BEACH, FL 03/18/2025

Symbol	Qty	Label	Arrangement	Manufacturer	Catalog Number	Mounting	LLF	Lum Lumens	Lum Watts	Arrangement Watts
	2	PT1	Single	NLS Lighing LLC	ORX-2-SPT-T3-16L-1-40K8	15' POST TOP MOUNT (bottom of fixture)	0.903	5110	51	51
	4	PT2	Single	NLS Lighing LLC	ORX-2-SPT-T4-16L-1-40K8	15' POST TOP MOUNT (bottom of fixture)	0.903	5077	51	51
	10	PT3	Single	NLS Lighing LLC	ORX-2-SPT-T4-32L-1-40K8	20' POST TOP MOUNT (bottom of fixture)	0.903	10153	102	102
	5	SA	Single	NLS Lighing LLC	NV-1-T4FTW-64L-1-40K7	25' POLE MOUNT A.F.G.	0.903	24452	207	207
	3	SB1	Single	NLS Lighing LLC	NV-1-TSW-64L-1-40K8	25' POLE MOUNT A.F.G.	0.903	26363	207	207
	2	SB2	Back-Back	NLS Lighing LLC	NV-1-TSW-64L-1-40K8	25' POLE MOUNT A.F.G.	0.903	26363	207	414
	4	SC	Single	NLS Lighing LLC	NV-1-T4-64L-1-40K8-HSS	25' POLE MOUNT A.F.G.	0.903	15248	205	205
	1	SR	Single	NLS Lighting	NV-1-CDR-64L-1-40K8	25' POLE MOUNT A.F.G.	0.903	9286	200	200
	9	W1	Single	Lithonia Lighting	WDGE1 LED P2 40K 80CRI VF	WALL MOUNT A.F.F.	0.903	1979	15.0178	15.018
	3	W2	Single	Lithonia Lighting	WDGE2 LED P2 40K 80CRI T4M	WALL MOUNT A.F.F.	0.903	2018	18.9815	18.982

Calculation Summary: RIVIERA BEACH POLICE DEPARTMENT - SITE RIVIERA BEACH, FL 03/18/2025

Label	Calc Type	Units	Spacing L-R (FT)	Spacing T-B (FT)	Height (FT)	Avg	Max	Min	Avg/Min	Max/Min
DOG RUN	Illuminance	Fc	5	5	0	2.84	4.8	1.2	2.37	4.00
OUTDOOR TRAINING AREA	Illuminance	Fc	5	5	0	2.54	6.7	1.6	1.59	4.19
PROPERTY LINE SPILL	Illuminance	Fc	10	10	0	0.21	1.0	0.0	N.A.	N.A.
PUBLIC PARKING	Illuminance	Fc	10	10	0	2.45	3.7	1.3	1.88	2.85
SECURE PARKING NORTHEAST SIDE	Illuminance	Fc	10	10	0	2.34	4.0	1.3	1.72	3.08
SECURE PARKING WEST SIDE	Illuminance	Fc	10	10	0	3.08	11.2	1.1	2.80	10.18

P&LS

Power & Lighting Systems, Inc.
HONESTY · INTEGRITY · SERVICE · SINCE 1988

POWER & LIGHTING SYSTEMS, INC
392 SW 12th AVE.
DEERFIELD BEACH, FL 33442
PHONE (954) 360-7608
www.p-ls.com

RIVIERA BEACH POLICE

REVISIONS.

DRAWN BY. ADRIANA PODLUBNE

APPROVED BY. DARYL HAUGHN

DATE. 03/18/2025

SCALE. NOT TO SCALE

SHEET NAME.
PHOTOMETRIC PLAN

SHEET NO.
PH.1

ORGANIX ORX-2-PT

ARCHITECTURAL

LED WATTAGE CHART				
Drive Current	16L	32L	64L	64L VCS
350 milliamps	–	34W (2850-3782 Lumens)	68W (5700 - 7565 Lumens)	68W (4380-5643 Lumens)
400 milliamps	18W (1546-1873 Lumens)	–	–	–
530 milliamps	26W (2341-2836 Lumens)	52W (4316-5727 Lumens)	103W (8632-11455 Lumens)	103W (7315-8545 Lumens)
700 milliamps	34W (3092-3745 Lumens)	68W (5701-7564 Lumens)	137W (11401-15129 Lumens)	137W (9661-11286 Lumens)
1000 milliamps	–	–	200W (16287-21400 Lumens)	200W (13801-16123 Lumens)
1050 milliamps	51W (4638-5618 Lumens)	102W (8551-11347 Lumens)	–	–
1250 milliamps	–	125W (10340-13375 Lumens)	–	–
1400 milliamps	–	140W (11581-14980 Lumens)	–	–

FORM

- Elegant Die-Cast Aluminum Housing
- Corrosion Resistant Stainless Steel External Hardware
- Sleek, Low Profile Housing
- Spec Grade Performance
- Engineered For Optimum Thermal Management
- 9 Architectural Finishes Standard, RAL Colors Available

FUNCTION

- Micro Optics IES Distributions T2, T3, T4, T5
- 0-10V Dimming Drivers
  THD @ Max Load < 15%
  Power factor @ Max Load < 0.95
- Amber, 2700K, 3000K, 3500K, 4000K, or 5000K
- 16L, 32L, or 64L LED Configuration
- CRI 70, 80, or 90
- 5 Mils Powder Coat
- Up to 21,400 Lumens

RELIABILITY

- Silicone Micro Optics
- 5 Year Standard Warranty
- IP67 Optics
- IP66 Fixture

Parking Lot Lighting - Public Area along Avenue S

BUY AMERICAN

To ensure the latest BAA/TAA/BABA Standards are being met, please select BAA, TAA, or BABA in the options section. Please contact the factory before placing an order for any NLS products requesting BAA (Buy American Act), TAA (Trade Agreement Act), or BABA (Build America, Buy America).

Project Name:	Type:

ORGANIX - 2 POST TOP ORDERING GUIDE

Cat#

Organix - 2
Post Top
(ORX-2)

Light Dist.

Type 2
(T2)

Type 3
(T3)

Type 4
(T4)

Type 5
(T5)

Back Lit with Lens

Visual Comfort Symmetric
(VCS)

Visual Comfort Assymetric
(VCA)

of LEDs

16
(16L)

32
(32L)

64
(64L)

Miliamps

350
(35)

400
(40) [11]

530
(53)

700
(7)

1000
(1A)

1050
(1) [6]

1250
(12)

1400
(14)

Kelvin

Amber 585-600nM
(AMBER) [4, 13, 14]

2700K, 70 CRI
(27K7)

2700K, 80 CRI
(27K8) [1]

3000K, 70 CRI
(30K7)

3000K, 80 CRI
(30K8) [1]

3500K, 80 CRI
(35K8)

4000K, 70 CRI
(40K7)

4000K, 80 CRI
(40K8) [1]

5000K, 70 CRI
(50K7)

5000K, 80 CRI
(50K8) [1]

Volts

120-277
(UNV)

347-480
(HV)

Mounting

Single Arm Post Top
Slips Over 2-3/8" OD Tenon
(SPT238)

Single Arm Post Top
Slips Over 3" OD to 3.5" OD
Pole or Tenon
(SPT312)

Single Arm Post Top
Wall Mount
(SPTWM)

Double Arm Post Top
Slips Over 2-3/8" OD Tenon
(DPT238)

Double Arm Post Top
Slips Over 3" OD to 3.5"
ODPole or Tenon
(DPT312)

Double Arm Post Top
Wall Mount
(DPTWM)

Color

Bronze Textured
(BRZ)

White Textured
(WHT)

Smooth White Gloss
(SWT)

Silver Metallic
(SVR)

Black Textured
(BLK)

Smooth Black Gloss
(SBK)

Graphite Textured
(GPH)

Grey Textured
(GRY)

Green Textured
(GRN)

Hunter Green Textured
(HGN)

Custom
(CS)

Controls Options

Nema 7-Pin Receptacle
(PE7)

Nema 7-Pin Receptacle
+Shorting Cap
(PER)

Photocell+Receptacle
(PCR)

FSP-211 with Motion
Sensor/Photocell
8' and Below Heights
(FSP211-8) [2, 15]

9'-20' Heights
(FSP211-20) [2, 15]

21'-40' Heights
(FSP211-40) [2, 15]

FSP-221 with Motion
Sensor/Photocell
9'-20' Heights
(FSP221-20) [16]

21'-40' Heights
(FSP221-40) [16]

Custom Controls Integration
(CCI) [3]

Options

Marine Grade Finish
(MGF)

House Side Shield
(HSS) [9]

Automotive House Side
Shield
(AHS) [9]

Bird Spikes
(BS)

Tamper Proof Hardware
(TPH)

Black Optic Frame
(BOF)

Buy American Act
(BAA) [5]

Trade Agreement Act
(TAA) [5]

Build America Buy American
(BABA) [5]

FSP Remote
(FSIR) [12]

Emergency Battery 4W
(EM4)

Emergency Battery 8W
(EM8)

Lens Options

Diffused Polycarbonate
Visual Comfort Lens
(DPCL) [10]

Clear Tempered
Glass Lens
(CTG) [10]

HAL Lens
(HAL)

NOTES:

1. Consult Factory For Lead Time. Consult Factory For 90 CRI Requests
2. Universal Voltage 120-277
3. Please contact Factory for Custom Control Integration requests (nLight, NX, WaveLinx, Crestron, DMX/RDM, Synapse, Casambi, Dali II, Avi-On, or other control systems)
4. Turtle Safe
5. Consult factory for all BAA/TAA/BABA requests
6. Not Available in 64L
7. Consult Factory
8. Back Lit With Diffused Lens 64L Only
9. Not Available With Lens Options (VCA, VCS, DPCL, CTG)
10. DPCL & CTG lenses are for use with Type 2, Type 3, Type 4, & Type 5
    VCA & VCS comes with a diffused lens
11. 16L Only
12. Projects with sensors require Qty. 1 FSIR per project
13. Not Available above 700mA
14. Consult Factory for Lead Time
15. FSP-211, 120V/277V, 230-240VAC (single phase), 50/60Hz
16. FSP-221, 100–347VAC (single phase) or 208/230/480VAC (phase-to-phase)

NLS LIGHTING
701 Kingshill Place, Carson, CA 90746
Call Us Today (310) 341-2037
nlslighting.com

PRODUCT SPECIFICATIONS

ELECTRICAL

- 120-277 Volts (UNV) or 347-480 Volts (HV)
- 0-10V dimming driver
- Driver power factor at maximum load is ≥ .95, THD maximum load is 15%
- LED Drivers Ambient Temp. Min is -40°C and Ambient Temp. Max ranges from 50°C to 55°C and, in some cases, even higher. Consult the factory for revalidation by providing the fixture catalog string before quoting and specifying it.
- All drivers, controls, and sensors housed in enclosed IP65 compartment
- CRI 70, 80 or 90
- Color temperatures: Amber, 2700K, 3000K, 3500K, 4000K, 5000K
- Surge Protection: 20KVA supplied as standard.

CONSTRUCTION

- Die Cast Aluminum
- Internal cooling fins
- Corrosion resistant external hardware
- One-piece silicone gasket ensures IP66 seal for electronics compartment

OPTICS

Silicone optics high thermal stability and light output provide higher powered LEDs with minimized lumen depreciation. UV stability with scratch resistance increases exterior application durability. Silicone optics do not yellow, crack or brittle over time.

CONTROL OPTIONS

- **FSP-211 w/Motion Sensor/Photocell (120/277VAC, 230-240VAC)** (FSP-X) - Passive infrared (PIR) sensor providing multi-level control based on motion/daylight contribution.
- **FSP-221 w/Motion Sensor/Photocell (100-347VAC, 208/230/480VAC)** (FSP-HV-X) - Passive infrared (PIR) sensor providing multi-level control based on motion/daylight contribution.
    - All control parameters adjustable via wireless configuration remote storing and transmitting sensor profiles.
    - Party Setting Available (10% output) Consult Factory
    - FSP-8 mounting heights 8 feet and below
    - FSP-20 mounting heights 9-20 feet.
    - FSP-40 mounting heights 21-40 feet.
    - Includes 5 dimming event cycles, 0-10V dimming with motion sensing, re-programmable in the field. Programmable remote must be purchased separately.
    - FSIR-100 is required to change sensor settings. Please contact factory for ordering.
- Controls Agnostics: Please contact factory for your preferred controls option.
- NEMA 7-PIN RECEPTACLE (PE7) - An ANSI C136.41-2013 receptacle provides electrical and mechanical interconnection between photo control cell and luminaire. Dimming receptacle available two or four dimming contacts supports 0-10 VDC dimming methods or Digital Addressable Lighting Interface (DALI), providing reliable power interconnect.
- RECEPTACLE + SHORTING CAP (PER) - 7-Pin Receptacle and Shorting Cap.
- PHOTOCELL + RECEPTACLE (PCR) - 7-Pin Receptacle and Photocell.
- Controls Agnostic: Please contact factory for your preferred controls option. (nLight, NX, WaveLinx, Crestron, DMX/RDM, Synapse, Casambi, DALI II, Avi-On, or other control systems)

OPTIONS

- BIRD SPIKES (BS) - Offer an effective and humane deterrent for larger bird species and provide a cost-effective long-term solution to nuisance bird infestations and to protect your property.
- MARINE GRADE FINISH (MGF) - A multi-step process creating a protective finishing coat against harsh environments. Chemically washed in a 5-stage cleaning system. Pre-baked, Powder coated 3-5 mils of Zinc Rich Super Durable Polyester Primer. Oven Baked. Finished Powder Coating of Super Durable Polyester Powder Coat 3-5 mil thickness.
- House Side Shield (HSS) is designed for full property line cutoff
- Automotive House Side Shield (AHS)
- Tamper Proof Hardware (TPH)
- BLACK OPTIC FRAME (BOF) - Optional black optic frame. (includes black hardware) Standard is white
- Single and Double Fusing

FINISH

- 3-5 mils electrostatic powder coat.
- NLS Lighting standard high-quality finishes prevent corrosion, and protects against extreme environmental conditions.

WARRANTY

- Five-year limited warranty for drivers and LEDs.
- Consult Factory for 7 or 10 year warranty

LISTINGS

- UL Listed in compliance with UL 1598, the Standard for Safety of Luminaires, including the applicable wet location requirements
- Compliant with UL 8750 LED driver design and test safety standards
- CSA C22.2 No. 250.0
- IP66 Rated Fixture
- IP67 Rated Optics
- IK10 Rated

BUY AMERICAN OPTION

While all of the NLS Lighting products listed in this document qualify for the Buy America(n) Act of 1933, we reserve the right to change our listings without notice.

The information provided above is for general informational purposes only. We encourage you to consult legal professionals for advice particular to your projects concerning BAA, TAA, BABA or Buy America.

Additional NLS Products that meet BAA, TAA standards can be found at the following link:

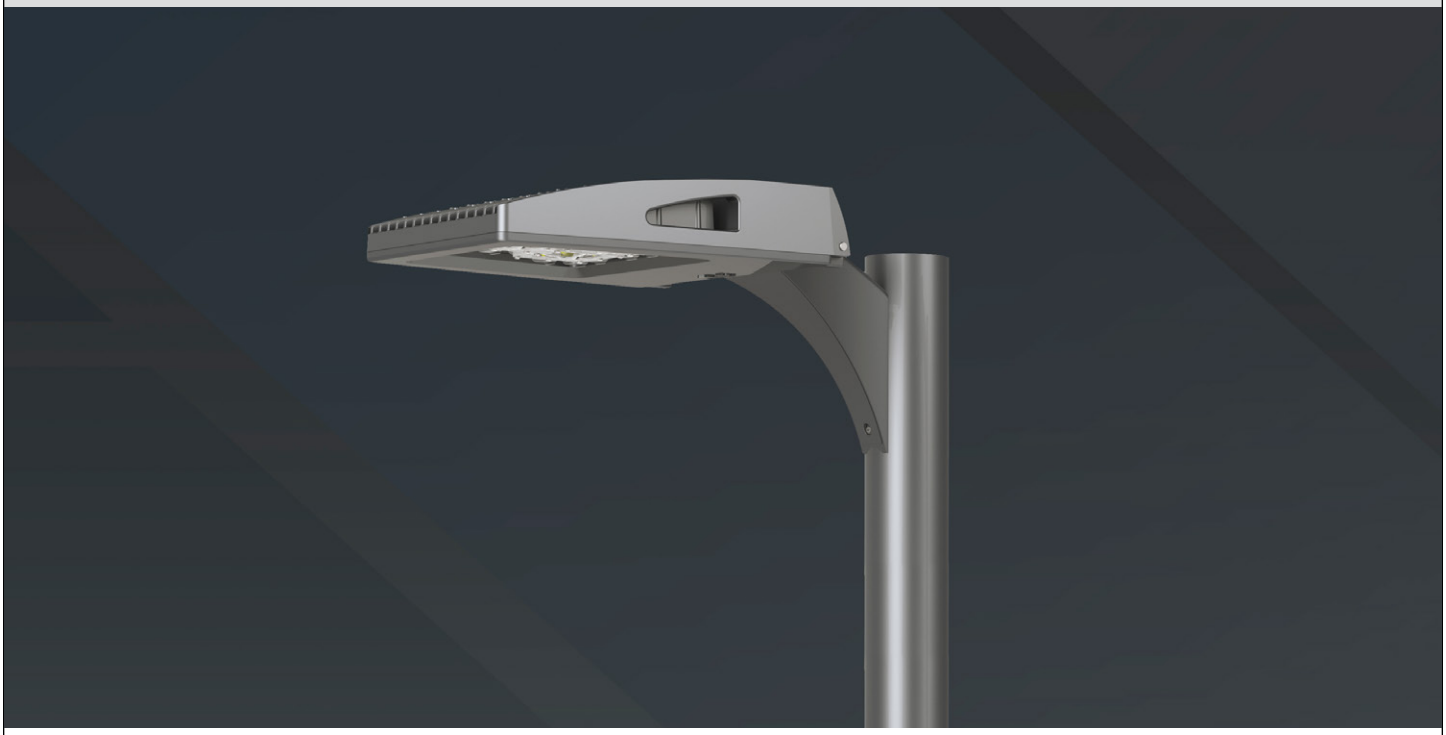
https://nlslighting.com/buy-american/

The information and specifications on this document are subject to change without any notification. All values are design, nominal, typical or prorated values when measured under internal and external laboratory conditions.

NLS LIGHTING

NV-1

AREA, SITE & ROADWAY



LED WATTAGE CHART

Drive Current	16L	32L	48L	64L
400 milliamps	21w	-	-	-
530 milliamps	28w	-	-	-
700 milliamps	36w-37w	71w	104w-105w	136w-139w
1050 milliamps	55w-56w	106w-107w	156w 157w	200w-207w

FORM AND FUNCTION

- Sleek, low profile housing
- Spec grade performance
- Engineered for optimum thermal management
- Low depreciation rate
- Reduces energy consumption and costs up to 65%
- Exceeds IES foot candle levels utilizing the least number of poles and fixtures per project
- Optical system designed for:
  - Parking Lots
  - Auto Dealerships
  - General Area Lighting

CONSTRUCTION

- Die Cast Aluminum
- External cooling fins
- Corrosion resistant external hardware
- One-piece silicone gasket ensures IP65 seal for electronics compartment
- One-piece Optics Plate™ mounting silicone Micro Optics
- Two-piece silicone Micro Optic system ensures IP67 level seal around each PCB
- Grade 2 Clear Anodized Optics Plate™ standard

FINISH

- 3-5 mils electrostatic powder coat.
- NLS' standard high-quality finishes prevent corrosion, protects against extreme environmental conditions

WARRANTY

Five-year limited warranty for drivers and LEDs.

BUY AMERICAN

To ensure the latest BAA/TAA/BABA Standards are being met, please select BAA, TAA, or BABA in the options section. Please contact the factory before placing an order for any NLS products requesting BAA (Buy American Act), TAA (Trade American Act), or BABA (Build America, Buy America).

Parking Lot Lighting - Secured Parking Area (non-public)

Project Name:	Type:

NV-1 ORDERING GUIDE

Cat#	Light Dist.	# of LEDs	Drive Current	CCT	Voltage
NV-1 **(NV-1)**	Type 2 **(T2)** Type 3 **(T3)** Type 4 **(T4)** Type 4 Forward Throw Wide **(T4FTW)**[12] Type 5 **(T5)** Type 5 Wide **(T5W)** Nema 3 30º Narrow Beam **(N3)** Corner Distribution Left **(CDL)**[19] Corner Distribution Right **(CDR)**[19]	16 **(16L)** 32 **(32L)**[15] 48 **(48L)**[15] 64 **(64L)**[15]	400 **(40)** 530 **(53)** 700 **(7)** 1050 **(1)** 700 **(7)** 1050 **(1)** 700 **(7)** 1050 **(1)** 350 **(35)**[20] 530 **(53)** 700 **(7)** 1050 **(1)** Custom Drive Current **(CUS-MA-***)**[21] Specify	Amber 586-600nM **(AMBER)** [10, 12, 13] 2700K, 70 CRI **(27K7)** [6] 2700K, 80 CRI **(27K8)** [1, 6] 3000K, 70 CRI **(30K7)** [6] 3000K, 80 CRI **(30K8)** [1, 6] 3500K, 80 CRI **(35K8)** [1] 4000K, 70 CRI **(40K7)** 4000K, 80 CRI **(40K8)** [1] 5000K, 70 CRI **(50K7)** 5000K, 80 CRI **(50K8)** [1]	120-277 **(UNV)** 347-480 **(HV)**

Mounting	Color	Controls Options	Options	Lens Options
Architectural Sweep Arm **(ASA)** Direct Pole 3" Arm Single D180 **(DPS3)** [2] Direct Pole 7" Arm D180, D90, T90, T120, Quad **(DPS7)** [2] Knuckle Mount **(KM)** Wall Mount **(WM)** Trunnion Mount **(TM)** [3] Tennis Arm Mount **(TA)** Mast Arm Mount **(MA)** Quick Mount Bracket **(QMB)** Retrofit Mount Bracket **(RQMB)**	Bronze Textured **(BRZ)** White Textured **(WHT)** Smooth White Gloss **(SWT)** Silver Metallic **(SVR)** Black Textured **(BLK)** Smooth Black Gloss **(SBK)** Graphite Textured **(GPH)** Grey Textured **(GRY)** Green Textured **(GRN)** Hunter Green Textured **(HGN)** Custom **(CS)**	Photocell + Receptacle **(PCR)** Nema 7-Pin Receptacle **(PE7)** Receptacle + Shorting Cap **(PER)** **FSP-211 w/Motion Sensor/Photocell (120/277VAC, 230-240VAC)** 9'-20' Heights **(FSP-20)** [4, 16] 21'-40' Heights **(FSP-40)** [4, 16] **FSP-221 w/Motion Sensor/Photocell (100/347VAC, 208/ 230/480VAC)** 9'-20' Heights **(FSP-HV-20)** [17] 21'-40' Heights **(FSP-HV-40)** [17] Custom Controls Integration **(CCI)** [9] Button Type Photocell **(PC)** [4] FSP Remote **(FSIR)** [18]	Bird Spikes **(BS)** Marine Grade Finish **(MGF)** Optic Plate Painted to Match Fixture **(OPP)** ASA Round Pole Adaptor 3"-4" Pole **(RPA-ASA-4)** ASA Round Pole Adaptor 5"-6" Pole **(RPA-ASA-5)** Round Pole Adaptor 3"-4" Pole **(RPA4)** Round Pole Adaptor 5"-6" Pole **(RPA5)** Rotated Optic Left **(ROL)** Rotated Optic Right **(ROR)** Automotive House Side Shield **(AHS)** House Side Shield **(HSS)** [5] Black Optic Frame **(BOF)** Buy American Act **(BAA)** [11] Trade Agreement Act **(TAA)** [11] Build America Buy American **(BABA)** [11]	Glass Lens **(GL)** [7, 14] HAL Lens **(HAL)** [8, 14]

NOTES:

1. Consult Factory for Lead Time. Consult Factory for 90 CRI Requests.
2. For Round Pole Specify RPA4 or RPA5
3. Standard finish is stainless steel. Can be painted to match fixture.
4. Universal Voltage 120-277
5. HSS not applicable with Nema 2.
6. 3000K or lower, with fixed mounting options only, must be selected to meet International Dark-Sky Association certification.
7. Glass Lens: Low iron glass, fully tempered per ANSI C1047 (QCH-2201-37)
8. HAL Lens: Yellow Polycarbonate Lens – less than 2% Blue Light Content
9. Please contact Factory for Custom Control Integration requests (nLight, NX, WaveLinx, Crestron, DMX/RDM, Synapse, Casambi, Dali II, Avi-On, or other control systems)
10. Turtle Safe
11. Consult factory for all BAA/TAA/BABA requests
12. Consult Factory for Lead Time and estimated performance data.
13. Not Available above 700mA
14. Contact Factory
15. Available only in 700mA and 1050mA
16. FSP-211, 120V/277V, 230-240VAC (single phase), 50/60Hz
17. FSP-221, 100–347VAC (single phase) or 208/230/480VAC (phase-to-phase)
18. Projects with sensors require Qty. 1 FSIR per project
19. 64L ONLY
20. 16L ONLY
21. See estimated scaling chart for multiplier values to estimate lumen output. Please contact Factory to verify the estimated performance data.

NLS LIGHTING
701 Kingshill Place, Carson, CA 90746
Call Us Today (310) 341-2037
nlslighting.com

PRODUCT SPECIFICATIONS

ELECTRICAL

- 120-277 Volts (UNV) or 347-480 Volts (HV)
- 0-10V dimming driver
- Driver power factor at maximum load is ≥ .95, THD maximum load is 15%
- LED Drivers Ambient Temp. Min is -40°C and Ambient Temp. Max ranges from 50°C to 55°C. Consult the factory for revalidation by providing the fixture catalog string before quoting and specifying it
- All internal wiring UL certified for 600 VAC and 105°C
- All drivers, controls, and sensors housed in enclosed IP65 compartment
- CRI 70, 80 or 90 (Contact factory for 90 CRI)
- Color temperatures: Amber, 2700K, 3000K, 3500K, 4000K, 5000K
- Surge Protection: 20KVA supplied as standard

CONSTRUCTION

- Die Cast Aluminum
- External cooling fins
- Corrosion resistant external hardware
- One-piece silicone gasket ensures IP65 seal for electronics compartment
- One-piece Optics Plate™ mounting silicone Micro Optics
- Two-piece silicone Micro Optic system ensures IP67 level seal around each PCB
- Grade 2 Clear Anodized Optics Plate™ standard

OPTIONS

- BIRD SPIKES (BS) - Offers a practical and humane deterrent for larger bird species and provides a cost-effective long-term solution to nuisance bird infestations and protects your property
- MARINE GRADE FINISH (MGF) - A multi-step process creating protective finishing coat against harsh environments. Chemically washed in a 5 stage cleaning system. Pre-baked, Powder coated 3-5 mils of Zinc Rich Super Durable Polyester Primer. Oven Baked. Finished Powder Coating of Super Durable Polyester Powder Coat 3-5 mil thickness
- OPTIC PLATE PAINTED TO MATCH FIXTURE (OPP) - Optic plate is clear anodized as standard. The optic plate can be powder coated to match the finish of the fixture.
- QUICK MOUNT BRACKET (QMB) - Optional Cast Aluminum Bracket designed for quick mounting on Direct Square or Round Poles. Cleat mounts directly to pole for easily hung fixtures. Has a 2"x4" Drill Pattern
- RETROFIT MOUNT BRACKET - Optional Cast Aluminum Bracket designed for quick mounting on Direct Square or Round Poles. Cleat mounts directly to pole for easily hung fixtures. Drill Pattern is adjustable from 2"x4" to 2"x6"
- ROUND POLE ADAPTER (RPA) - When using round poles, specify Round Pole Adapter (RPA). Specify RPA4 when installing on 3"-4" round poles, and RPA5 when installing on 5"-6" round poles
- ROTATED OPTICS (ROL) (ROR) - Rotated optics are designed for perimeter lighting for auto dealerships
- HOUSE SIDE SHIELD (HSS) Designed for full property line cut-off
- BLACK OPTIC FRAME (BOF) - Optional black optic frame. (includes black hardware) Standard is white
- GLASS LENS (GL) - Low Iron Glass, fully tempered
- HAL LENS (HAL) - High Performance Yellow Polycarbonate Lens – less than 2% Blue Light Content

CONTROL OPTIONS

- **FSP-211 w/Motion Sensor/Photocell (120/277VAC, 230-240VAC)** (FSP-X) - Passive infrared (PIR) sensor providing multi-level control based on motion/daylight contribution.
- **FSP-221 w/Motion Sensor/Photocell (100-347VAC, 208/230/480VAC)** (FSP-HV-X) - Passive infrared (PIR) sensor providing multi-level control based on motion/daylight contribution.
  - All control parameters adjustable via wireless configuration remote storing and transmitting sensor profiles
  - FSP-8 mounting heights 8 feet and below
  - FSP-20 mounting heights 9-20 feet
  - FSP-40 mounting heights 21-40 feet
  - Includes 5 dimming event cycles, 0-10V dimming with motion sensing, re-programmable in the field
  - FSIR-100 commissioning remote is required to change sensor settings. Please contact factory for ordering
- NEMA 7-PIN RECEPTACLE (PE7)—An ANSI C136.41-2013 receptacle provides electrical and mechanical interconnection between photo control cell and luminaire. Dimming receptacle available two or four dimming contacts supports 0-10 VDC dimming methods or Digital Addressable Lighting Interface (DALI), providing reliable power interconnect
- PHOTOCELL + RECEPTACLE (PCR)–7-Pin Receptacle and Electronic Twist Lock Photocell for dusk to dawn operation
- RECEPTACLE + SHORTING CAP (PER)–7-Pin Receptacle and Shorting Cap
- Controls Agnostic: Please contact factory for your preferred controls option. (nLight, NX, WaveLinx, Crestron, DMX/RDM, Synapse, Casambi, DALI II, Avi-On, or other control systems)

FINISH

- 3-5 mils electrostatic powder coat
- NLS Light's standard high-quality finishes prevent corrosion protects against and extreme environmental conditions

WARRANTY

Five-year limited warranty for drivers and LEDs.

OPTICS

Silicone optics high thermal stability and light output provide higher powered LEDs with minimized lumen depreciation. UV stability with scratch resistance increases exterior application durability. Silicone optics do not yellow, crack or brittle over time

LISTINGS

- UL Listed in compliance with UL 1598, the Standard for Safety of Luminaires, including the applicable wet location requirements
- Compliant with UL 8750 LED driver design and test safety standards
- CSA C22.2 No. 250.0
- DesignLights Consortium® (DLC)
- DesignLights Consortium Premium® (DLCP)
- IP65/ IP67 Rated
- 3G Vibration Rated per ANSI C136.31-2010
- IDA Dark Sky Approved
- IK10 Rated

BUY AMERICAN OPTION

While all of the NLS Lighting products listed in this document qualify for the Buy America(n) Act of 1933, we reserve the right to change our listings without notice.

The information provided above is for general informational purposes only. We encourage you to consult legal professionals for advice particular to your projects concerning BAA, TAA, BABA or Buy America.

Additional NLS Products that meet BAA, TAA standards can be found at the following link:

https://nlslighting.com/buy-american/

The information and specifications on this document are subject to change without any notification. All values are design, nominal, typical or prorated values when measured under internal and external laboratory conditions.

WDGE1 LED

Architectural Wall Sconce

Catalog Number

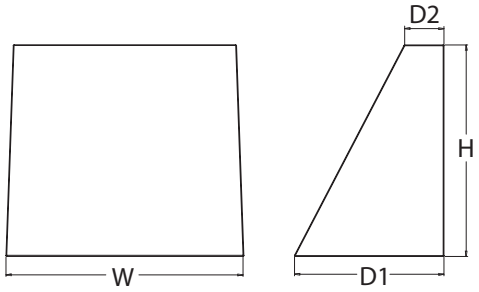
Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

Depth (D1): 5.5"
Depth (D2): 1.5"
Height: 8"
Width: 9"
Weight: (without options) 9 lbs



Introduction

The WDGE LED family is designed to meet specifier's every wall-mounted lighting need in a widely accepted shape that blends with any architecture. The clean rectilinear design comes in four sizes with lumen packages ranging from 1,200 to 25,000 lumens, providing true site-wide solution.

WDGE1 delivers up to 2,000 lumens with a soft, non-pixelated light source, creating a visually comfortable environment. The compact size of WDGE1, with its integrated emergency battery backup option, makes it an ideal over-the-door wall-mounted lighting solution.

design select Items marked by a shaded background qualify for the Design Select program and ship in 15 days or less. To learn more about Design Select, visit www.acuitybrands.com/designselect. *See ordering tree for details

WDGE LED Family Overview

Luminaire	Optics	Standard EM, 0°C	Cold EM, -20°C	Sensor	Approximate Lumens (4000K, 80CRI)						
					P0	P1	P2	P3	P4	P5	P6
WDGE1 LED	Visual Comfort	4W		--	750	1,200	2,000	--	--	--	--
WDGE2 LED	Visual Comfort	10W	18W	Standalone / nLight	--	1,200	2,000	3,000	4,500	6,000	--
WDGE2 LED	Precision Refractive	10W	18W	Standalone / nLight	700	1,200	2,000	3,200	4,200	--	--
WDGE3 LED	Precision Refractive	15W	18W	Standalone / nLight	6,000	7,500	8,500	10,000	12,000	--	--
WDGE4 LED	Precision Refractive			Standalone / nLight	--	12,000	16,000	18,000	20,000	22,000	25,000

Ordering Information

EXAMPLE: WDGE1 LED P2 40K 80CRI VF MVOLT SRM PE DDBXD

Series	Package	Color Temperature	CRI	Distribution	Voltage	Mounting
WDGE1 LED	P0	27K 2700K	80CRI	VF Visual comfort forward throw	MVOLT	**Shipped included**
	P1	30K 3000K	90CRI	VW Visual comfort wide	347[2]	SRM Surface mounting bracket
	P2	35K 3500K				ICW Indirect Canopy/Ceiling Washer bracket (dry/damp locations only)[3]
		40K 4000K				**Shipped separately**
		50K[1] 5000K				AWS 3/8inch Architectural wall spacer[4]
						PBBW Surface-mounted back box (top, left, right conduit entry) Use when there is no junction box available.[4]

Options	
E4WH	Emergency battery backup, Certified in CA Title 20 MAEDBS (4W, 0°C min)[5]
PE	Photocell, Button Type[6]
DS	Dual switching (comes with 2 drivers and 2 light engines; see page 3 for details)[7]
DMG	0-10V dimming wires pulled outside fixture (for use with an external control, ordered separately)
BCE	Bottom conduit entry for back box (PBBW). Total of 4 entry points.
DSLE	Dual Switching (1 Driver, 2 Light Engines)
CCE	Coastal Construction[4]

Finish			
DDBXD	Dark bronze	DDBTXD	Textured dark bronze
DBLXD	Black	DBLBXD	Textured black
DNAXD	Natural aluminum	DNATXD	Textured natural aluminum
DWHXD	White	DWHGXD	Textured white
DSSXD	Sandstone	DSSTXD	Textured sandstone

Exterior Building Lights - Over the egress/staff entry doors within the secured parking area

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Exterior Building Lights - Over the Sally Port Doors and Vehicle Service doors

WDGE2 LED

Architectural Wall Sconce
Precision Refractive Optic

Catalog Number

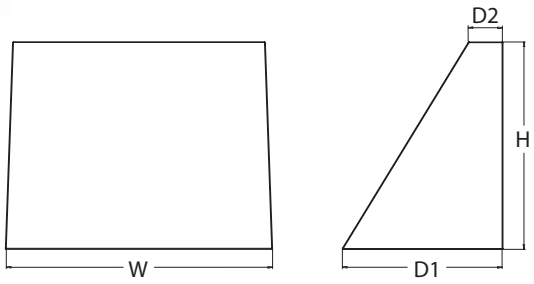
Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

Depth (D1):	7"
Depth (D2):	1.5"
Height:	9"
Width:	11.5"
Weight: (without options)	13.5 lbs



Introduction

The WDGE LED family is designed to meet specifier's every wall-mounted lighting need in a widely accepted shape that blends with any architecture. The clean rectilinear design comes in four sizes with lumen packages ranging from 1,200 to 25,000 lumens, providing a true site-wide solution. Embedded with nLight® AIR wireless controls, the WDGE family provides additional energy savings and code compliance.

WDGE2 with industry leading precision refractive optics provides great uniform distribution and optical control. When combined with multiple integrated emergency battery backup options, including an 18W cold temperature option, the WDGE2 becomes the ideal wall-mounted lighting solution for pedestrian scale applications in any environment.

design select

Items marked by a shaded background qualify for the Design Select program and ship in 15 days or less. To learn more about Design Select, visit www.acuitybrands.com/designselect.
*See ordering tree for details

WDGE LED Family Overview

Luminaire	Optics	Standard EM, 0°C	Cold EM, -20°C	Sensor	Approximate Lumens (4000K, 80CRI)						
					P0	P1	P2	P3	P4	P5	P6
WDGE1 LED	Visual Comfort	4W		--	750	1,200	2,000	--	--	--	--
WDGE2 LED	Visual Comfort	10W	18W	Standalone / nLight	--	1,200	2,000	3,000	4,500	6,000	--
WDGE2 LED	Precision Refractive	10W	18W	Standalone / nLight	700	1,200	2,000	3,200	4,200	--	--
WDGE3 LED	Precision Refractive	15W	18W	Standalone / nLight	--	7,500	8,500	10,000	12,000	--	--
WDGE4 LED	Precision Refractive			Standalone / nLight	--	12,000	16,000	18,000	20,000	22,000	25,000

Ordering Information

EXAMPLE: WDGE2 LED P3 40K 80CRI T3M MVOLT SRM DDBXD

Series	Package	Color Temperature	CRI	Distribution	Voltage	Mounting
WDGE2 LED	P0[1]	27K 2700K	70CRI[4]	T1S Type I Short	MVOLT	**Shipped included**
	P1[2]	30K 3000K	80CRI	T2M Type II Medium	347[5]	SRM Surface mounting bracket
	P2[2]	40K 4000K	LW[3] Limited Wavelength	T3M Type III Medium	480[5]	ICW Indirect Canopy/Ceiling Washer bracket (dry/damp locations only)[6]
	P3[2]	50K 5000K		T4M Type IV Medium		**Shipped separately**
	P4[2]	AMB[3] Amber		TFTM Forward Throw Medium		AWS 3/8inch Architectural wall spacer[7]
						PBBW Surface-mounted back box (top, left, right conduit entry). Use when there is no junction box available[7]

Options

E10WH	Emergency battery backup, Certified in CA Title 20 MAEDBS (10W, 5°C min)
E20WC	Emergency battery backup, Certified in CA Title 20 MAEDBS (18W, -20°C min)
PE	Photocell, Button Type[8]
DMG	0-10V dimming wires pulled outside fixture (for use with an external control, ordered separately)[9]
BCE	Bottom conduit entry for back box (PBBW). Total of 4 entry points.
CCE	Coastal Construction[7]

Standalone Sensors/Controls

PIR	Bi-level (100/35%) motion sensor for 8-15' mounting heights. Intended for use on switched circuits with external dusk to dawn switching.
PIRH	Bi-level (100/35%) motion sensor for 15-30' mounting heights. Intended for use on switched circuits with external dusk to dawn switching
PIR1FC3V	Bi-level (100/35%) motion sensor for 8-15' mounting heights with photocell pre-programmed for dusk to dawn operation.
PIRH1FC3V	Bi-level (100/35%) motion sensor for 15-30' mounting heights with photocell pre-programmed for dusk to dawn operation.

Networked Sensors/Controls

NLTAIR2 PIR	Embedded wireless controls by nLight with Passive Infrared Occ sensor and on/off photocell for 8-15' mounting heights.
NLTAIR2 PIRH	Embedded wireless controls by nLight with Passive Infrared Occ sensor and on/off photocell for 15-30' mounting heights.
NLTAIREM2 PIR	Embedded wireless controls by nLight with UL924 listed emegency operation, Passive Infrared Occ sensor and on/off photocell for 8-15' mounting heights
NLTAIREM2 PIRH	Embedded wireless controls by nLight with UL924 listed emegency operation, Passive Infrared Occ sensor and on/off photocell for 15-30' mounting heights.

See page 4 for out of box functionality

Finish

DDBXD	Dark bronze
DBLXD	Black
DNAXD	Natural aluminum
DWHXD	White
DSSXD	Sandstone
DDBTXD	Textured dark bronze
DBLBXD	Textured black
DNATXD	Textured natural aluminum
DWHGXD	Textured white
DSSTXD	Textured sandstone

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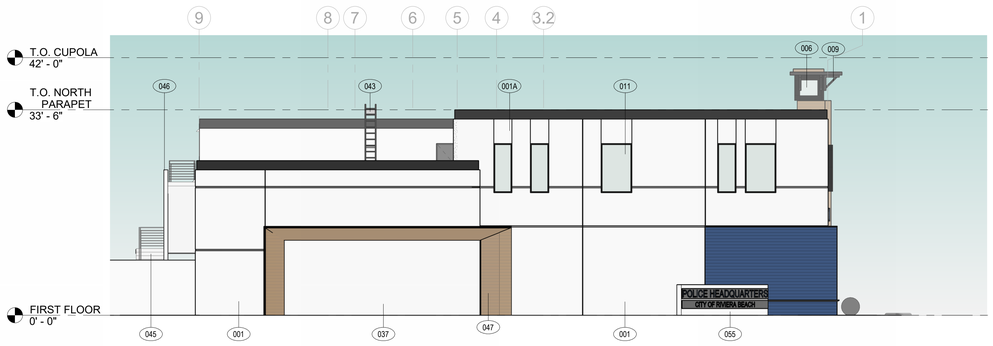
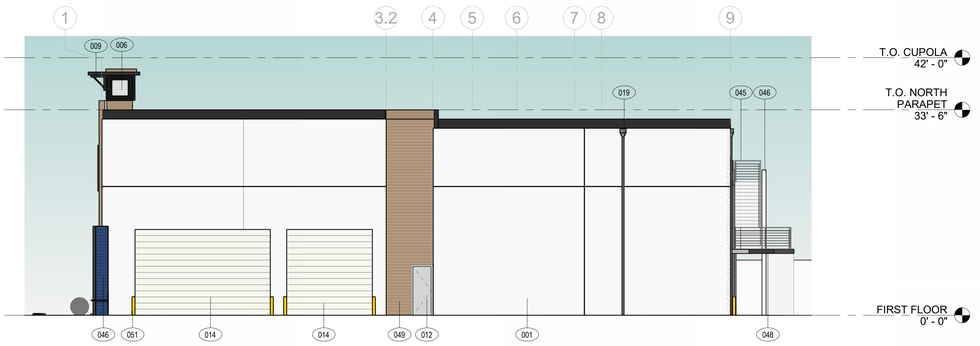
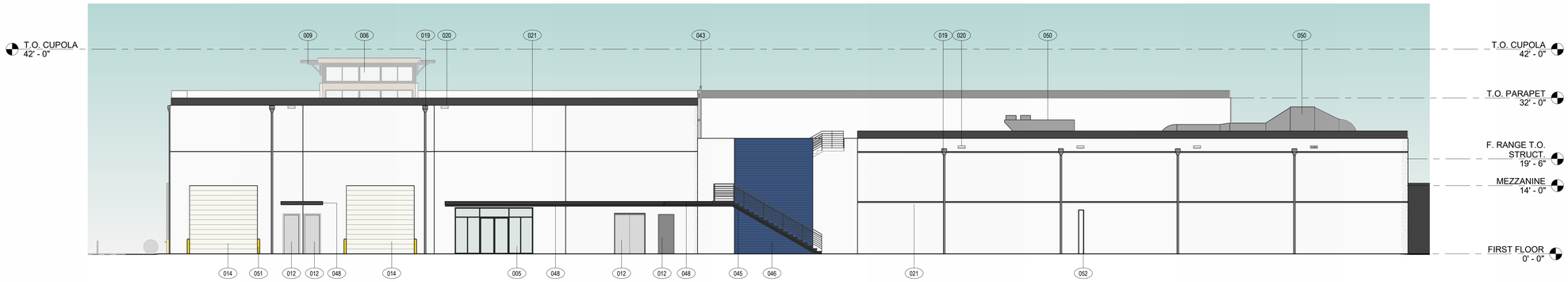
FACADE	GLAZING SQ FT.	GLAZING %
EAST	162	4.6%
WEST	10	0.3%
SOUTH	285	4%
NORTH	993	13%
TOTAL GLAZING	1,450	6.8%



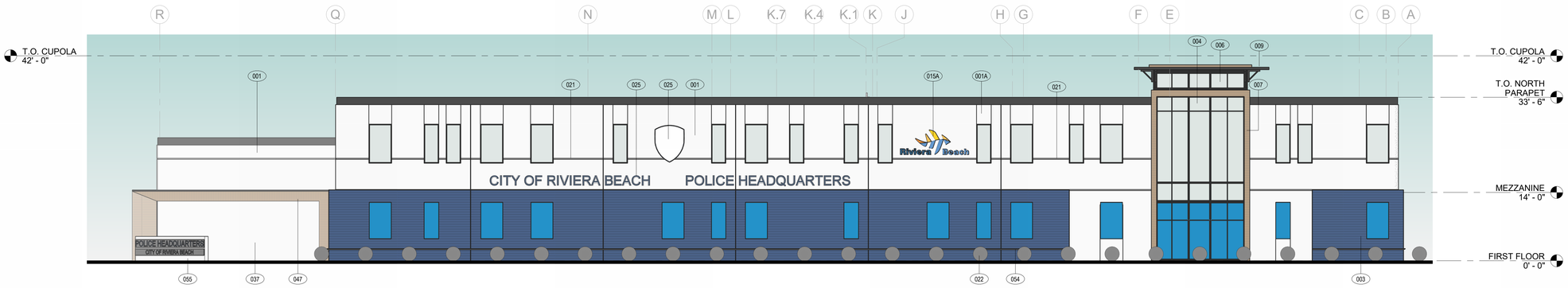
EAST ELEVATION 1" = 10'-0" 4



WEST ELEVATION 1" = 10'-0" 3



SOUTH ELEVATION 1" = 10'-0" 2



NORTH ELEVATION 1" = 10'-0" 1

GENERAL NOTES

1. DO NOT SCALE DRAWINGS. CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. BUILDING FINISH FLOOR ELEVATION IS 0'-0" FOR ARCHITECTURAL COORDINATION.
4. REFER TO CIVIL DRAWINGS FOR ACTUAL DATUM, FINISH FLOOR ELEVATION.
5. ALL EXTERIOR PENETRATIONS, JOINTS, DOORS AND WINDOWS TO BE SEALED WITH SILICONE SEALANT. COLOR TO MATCH ADJACENT.
6. FINISHES, TRIM, DECORATIVE ELEMENTS ETC. SHALL WRAP ALL ELEVATIONS OF WALLS, ALCOVES, ETC. NOT ALL EXTERIOR WALL RETURNS (ELEVATIONS) MAY NOT BE SHOWN.
7. REFER TO STRUCTURAL DRAWINGS FOR "ALLOWABLE" DESIGN WIND PRESSURES. ALL DOORS, LOUVERS AND WINDOWS TO HAVE CURRENT MIAMI DADE N.O.A. AND FLORIDA PRODUCT APPROVALS.
8. UNLESS OTHERWISE NOTED; PROVIDE STANDARD PVC STUCCO EXPANSION JOINT ACCESSORY BETWEEN DIFFERENT PAINT COLORS

GRAPHIC LEGEND

REFERENCE TYPICAL LEGEND GRAPHICS ON GENERAL PROJECT INFORMATION SHEET

INDICATES 1/4" PER FOOT SLOPE TO DRAIN AT ROOF OR 2% SLOPE TO DRAIN AT EXTERIOR TERRACE

##.## KEYNOTE REFERENCE

TYP. - TYPICAL CONDITION

TYP BEYOND

BEYOND - DESCRIBED CONDITION IS BEYOND A SCREENING CONDITION IN THE FOREGROUND.

KEYNOTE NUMBERING IS FOR ORGANIZATIONAL PURPOSES ONLY, SHEET SPECIFIC & DOES NOT REFERENCE A SPECIFIC CSI DIVISION

EXT. MATERIAL LEGEND

- COLOR A: MAIN EXTERIOR BUILDING SW 7008 ALABASTER
- COLOR B: ACCENT EXTERIOR BUILDING COLOR TEXTURED PAINT FINISH SW 6811 HONORABLE BLUE
- ACCENT TILT PANELS: TBD FORMLINER PATTERN W/ TEXTURED PAINT FINISH; PREFINISHED PAINTED ALUMINUM CANOPY SYSTEM. REFER TO SHEET KEYNOTES.
- ALUMINUM CANOPY SYSTEM; PAINTED REVEAL. SW 7069 IRON ORE REFER TO SHEET KEYNOTES.
- ALUMINUM WINDOW/STOREFRONT FRAME
- EXTERIOR TINTED GLAZING
- NON-SEE THROUGH PROTECTED WINDOW/STOREFRONT

KEYNOTE LEGEND

KEYNOTE #	DESCRIPTION
001	TILT-UP WALL PTD. FINISH
001A	RECESSED ELEMENT, TILT-UP WALL PTD. FINISH
003	LIGHT TEXTURED STUCCO WITH PVC REVEALS AND PAINT OVER CMU
004	LEVEL E IMPACT RATED CURTAIN WALL SYSTEM; TINTED GLAZING
005	LEVEL E IMPACT RATED ALUMINUM STOREFRONT SYSTEM; TINTED GLAZING
006	GLASS STOREFRONT SYSTEM W/ BACKLIT SPANDREL PANELS
007	BACKLIT METAL PANEL ENTRY FRAME. INTERIOR FINISH ALUCOBOND "SOUTHERN HICKORY WOOD LOOK" HORIZONTAL GRAIN, DRY JOINT
009	PRE-ENGINEERED ALUMINUM CANOPY SYSTEM WITH PVDF 70% RESIN COATING
011	WINDOWS: FIXED, IMPACT-RESISTANT WINDOWS WITH LAMINATED, TINTED GLASS AND ALUMINUM FRAME. RATED LEVEL E IMPACT WITH NOA APPROVAL.
012	EXTERIOR METAL DOOR WITH NOA APPROVAL
014	OVERHEAD DOORS STAINLESS STEEL PANEL FINISH. SEE DOOR SCHEDULE FOR DETAILS
015A	ILLUMINATED CITY LOGO AND SIGNAGE
019	DOWNSPOUT
020	OVERFLOW SCUPPER
021	PAINTED REVEAL
022	ROUND BOLLARDS
025	BUILDING SIGNAGE WITH ALUMINUM COLOR CHANNEL LETTERS ATTACHED TO WALL WITH OFFSETS AND BACK LIT. PER CITY ORDINANCE OP3D-DGN-S5(2)
037	PUBLIC ART. FINAL LOCATION AND ARTISTIC FORM TO BE DETERMINED.
043	ROOF ACCESS LADDER
045	EXTERIOR CONCRETE STAIR AND RAILING. PTD TO MATCH EXTERIOR METAL CANOPY.
046	TILT WALL PANEL WITH PTD STUCCO 5/8"D X 1"W PVC "CHANNEL SCREED" REVEAL BY FRY REGLET (OR EQUAL) 6" ON CENTER/ STANDARD COLOR: POLICE BLUE / APPLY A.W.V.B. WATERPROOFING BEHIND REVEALS
047	BEVELED TILT WALL FRAME WITH TEXTURED PAINT FINISH FORMLINER PATTERN TBD.
048	PREFABRICATED METAL CANOPY
049	TILT WALL WITH TEXTURED PAINT FINISH FORMLINER TBD.
050	FIRING RANGE MECHANICAL EQUIPMENT BY OTHERS.
051	STEEL BOLLARD
052	SITE SECURITY WALL
054	PRECAST SILLS
055	BACK LIT LED MONUMENT SIGN AND PEDESTAL

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/09/2025

PROJECT NAME
RBPD EVIDENCE & FIRE RANGE BUILDING

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL
33404

PROJECT NUMBER
1007657.00

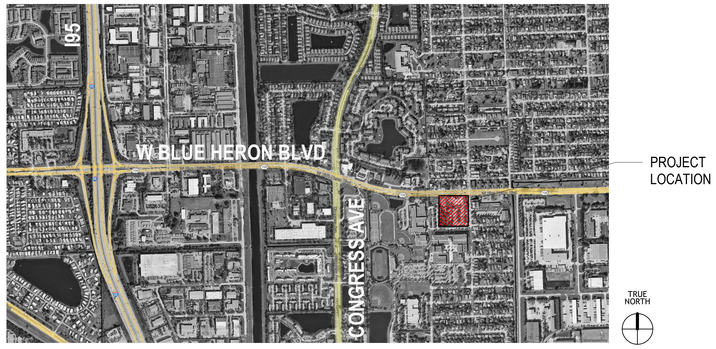
SHEET TITLE
EXTERIOR ELEVATIONS - EVIDENCE/ FIRING RANGE

SHEET NUMBER
A6.00E

FILE NAME: C:\Users\tschilling\OneDrive - PGAL\Documents\1007657 - RBPD_Evidence_and_Fire_Range_Building_2025.07.07_tschilling99HN7.rvt
DATE STAMP: 7/23/2025 6:02:31 PM

RIVIERA BEACH POLICE DEPARTMENT

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404



07/09/2025

SITE PLAN RESUBMISSION
JULY 9TH, 2025

SHEET INDEX

Sheet №	Sheet Name	Current Revision Date	Current Revision Description
G0.00	COVER SHEET	7/9/2025	Site Plan Resubmission
A1.01	ARCHITECTURAL SITE PLAN	7/9/2025	Site Plan Resubmission
A1.10	SITE DETAILS	7/9/2025	Site Plan Resubmission
A2.01e	FLOOR PLAN, GROUND - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A2.03e	FLOOR PLAN, ROOF - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A2.10A	GROUND FLOOR ANNOTATION PLAN	7/9/2025	Site Plan Resubmission
A2.20A	SECOND FLOOR ANNOTATION PLAN	7/9/2025	Site Plan Resubmission
A2.30	ROOF PLAN	7/9/2025	Site Plan Resubmission
A6.00e	EXTERIOR ELEVATIONS - EVIDENCE/ FIRING RANGE	7/9/2025	Site Plan Resubmission
A6.01	EXTERIOR ELEVATIONS	7/9/2025	Site Plan Resubmission

See separate upload file with two renderings

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E) eharrison@chenmoore.com

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E) tedcava@coreconstruction.com

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ENGINEERING
INTERIORS
PLANNING

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ATLANTA
AUSTIN
BOCA RATON
DFW
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LOS ANGELES
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DRAWING HISTORY

№	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

7/9/2025

STATE OF FLORIDA JOBY L. BALINT REGISTERED ARCHITECT AR0016653

PROJECT NUMBER
1007657.00

SHEET TITLE
COVER SHEET

SHEET NUMBER
G0.00

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
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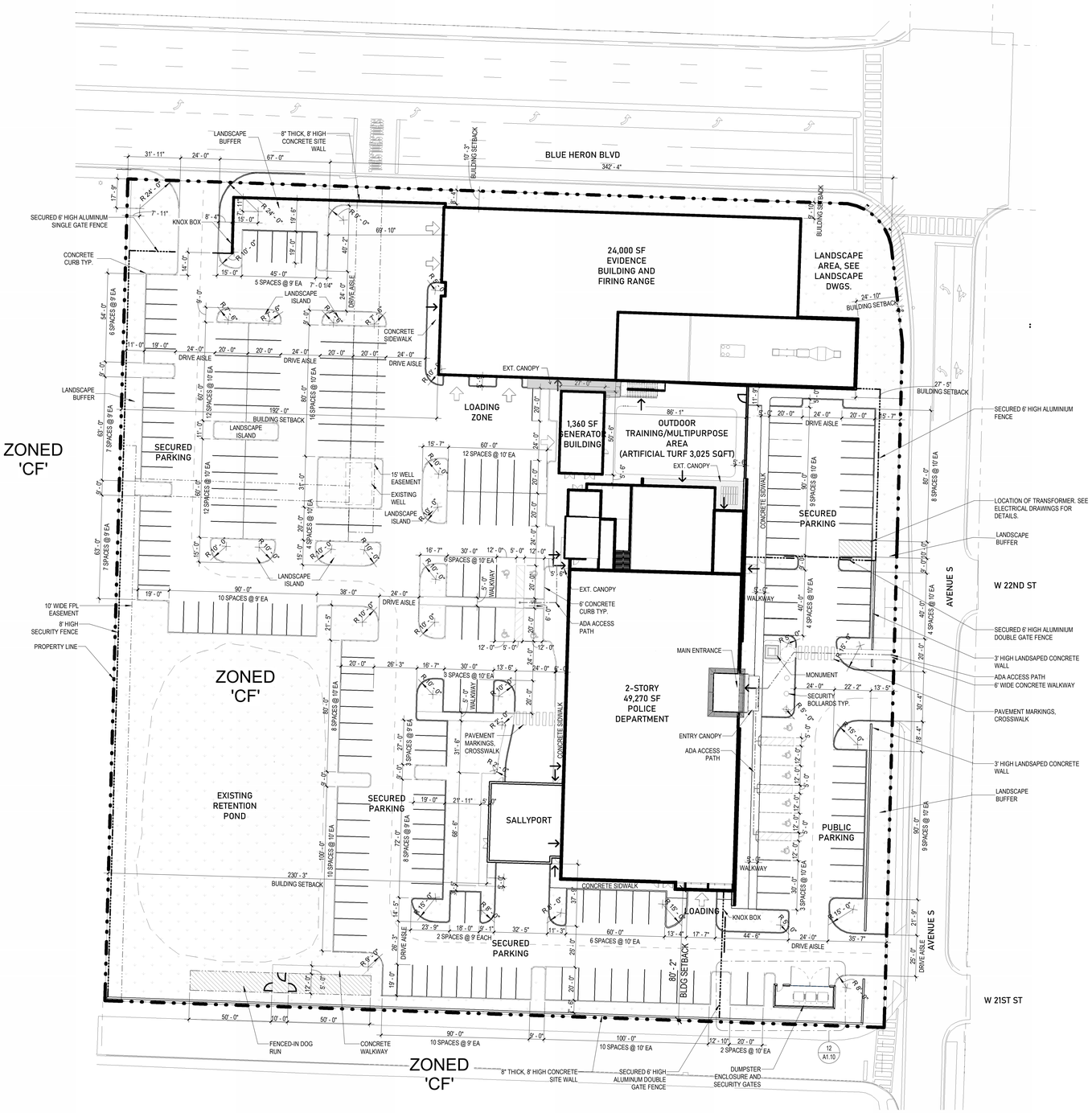


SITE PLAN | 1" = 30'-0" (2)

SITE PLAN NOTES

1. DO NOT SCALE DRAWINGS, CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
2. FINISH FLOOR ELEVATION (FFE) IS SHOWN AS 0'-0" WITHIN THE ARCHITECTURAL DRAWINGS; REFER TO CIVIL DRAWINGS FOR ACTUAL FFE.
3. REFER TO TOPOGRAPHIC SURVEY FOR ADDITIONAL INFORMATION.
4. CONTRACTOR SHALL FIELD VERIFY ALL SITE CONDITIONS PRIOR TO COMMENCING WORK.
5. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
6. REFER TO ELECTRICAL DRAWINGS FOR ADDITIONAL SITE INFORMATION AND LIGHTING.
7. REFER TO CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION; BUT NOT LIMITED TO, WATER, SEWER, PAVING, GRADING, DRAINAGE, PLANTINGS, IRRIGATION, ETC.
8. PROVIDE TERIMITE PROTECTION PER 2023 FBC-BUILDING SECTIONS 105.10, 105.11 AND 1816 IN THE FORM OF SOIL TREATMENT BY A FLORIDA LICENSED PEST CONTROL COMPANY USING "REGISTERED TERMITICIDE". PROVIDE 3-YEAR WARRANTY FROM DATE OF SUBSTANTIAL COMPLETION. PROVIDE PRODUCT DATA, CERTIFICATES, AND SOIL TREATMENT APPLICATION REPORT FOR REVIEW BY ARCHITECT.

SITE DATA

LAND USE DESIGNATION:	REC - RECREATIONAL		
LAND USE PROPOSED	CF - COMMUNITY FACILITIES		
ZONING CLASIFICATION:	CF - COMMUNITY FACILITY DISTRICT		
FLOOD ZONE:	X		
	REQUIRED	**PROVIDED**	**%**
LOT AREA:		5.42 ACRES 236,375 S.F.	
IMPERVIOUS AREA:		169,474 S.F.	72%
PERVIOUS AREA:		66,901 S.F.	28%
BUILDING COVERAGE			
POLICE DEPARTMENT:		49,270 S.F.	
EVIDENCE BUILDING & FIRING RANGE:		24,000 S.F.	
GENERATOR BUILDING:		1,360 S.F.	
TOTAL:		**74,630 S.F.**	31%
OPEN SPACE:		161,745 S.F.	69%
SETBACKS & HEIGHTS (COMMUNITY FACILITIES)			
FRONT:		24'-10"	
SIDE:		9'-10"	
SIDE:		80'-2"	
REAR:			
HEIGHT (BLDG TYP.)		30'-0"	
HIGHEST POINT (TOP OF CUPOLA):		41'-0"	
PARKING			
POLICE DEPARTMENT (1/300 SF) 49,270 S.F.	163		
EVIDENCE BUILDING & FIRING RANGE(1/1000 SF) 24,000 S.F.	24		
GENERATOR BUILDING (N/A) 1,360 S.F.	N/A		
TOTAL:	**187**	**208**	
PARKING BREAKDOWN			
9'-0" x 19'-0"		58	
10'-0" x 20'-0"		140	
12'-0" x 20'-0" ADA		10	
TOTAL:		**208**	

NOTE: 9'X19' PARKING SPACES ARE ALLOWABLE PER SEC. 31-576. DESIGN STANDARDS (RIVIERA BEACH, FLORIDA - CODE OF ORDINANCES):

MINIMUM LANDSCAPED AREA REQUIRED PER 9'X19' PARKING BAY

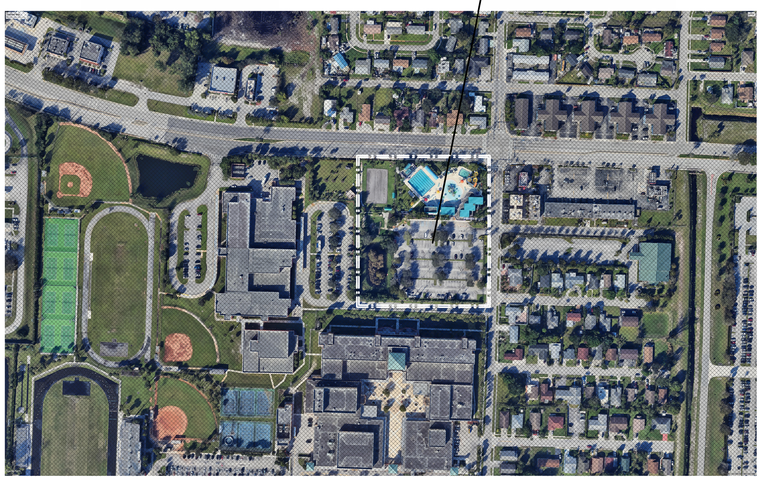
58 QTY (9'X19' SPACES) X 30 SQ FT LANDSCAPED AREA = 1,740 SQ FT REQ.

28% (TOTAL) - 20% (MIN REQUIRED) = (8%) 18,910 SQ FT PROVIDED

TRUE NORTH

0 15'-0" 30'-0" 60'-0"

SITE



LOCATION MAP | 12" = 1'-0" (1)

CLIENT

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1481 West 15 Street
Riviera Beach, FL 33404

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DRAWING HISTORY

№	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/2/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BALINT AR0016653 REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/02/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL
33404

PROJECT NUMBER

1007657.00

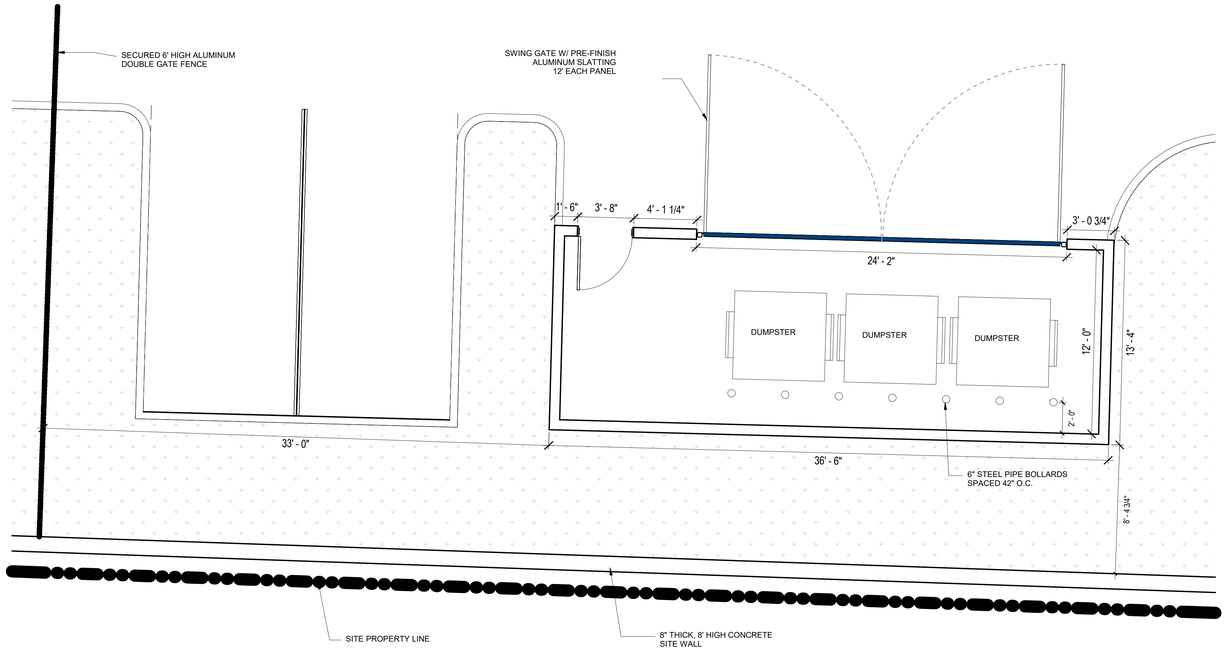
SHEET TITLE

ARCHITECTURAL SITE PLAN

SHEET NUMBER

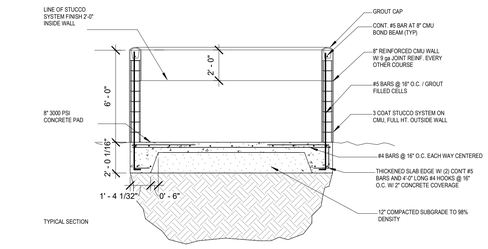
A1.01

FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/8/2025 4:29:32 PM



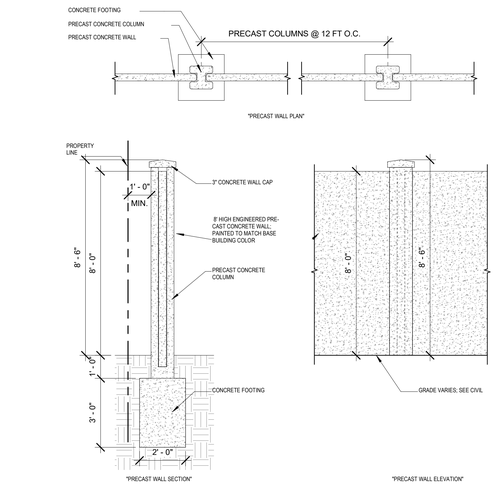
TRASH ENCLOSURE ENLARGED PLAN

1/4" = 1'-0" | 12



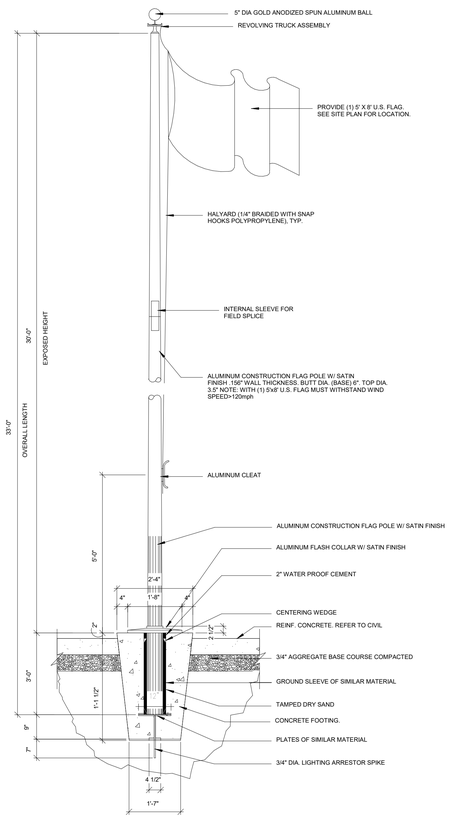
TRASH ENCLOSURE

1/4" = 1'-0" | 3



ENGINEERED PRECAST CONCRETE WALL

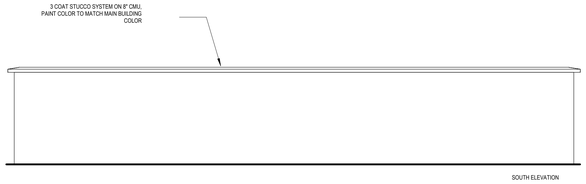
3/8" = 1'-0" | 2

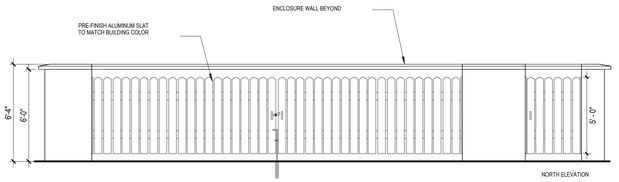


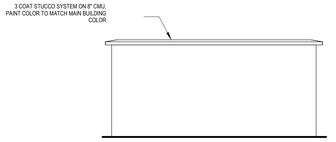
NOTE:
FLAG POLE TO HAVE GROUND MOUNTED UP LIGHT FIXTURE. SEE ELECTRICAL FOR ADDITIONAL INFORMATION. FLAG POLE WITH 5X8 FLAG TO WITHSTAND WINDSPEED >120MPH.

FLAG POLE DETAIL

N.T.S. | 1

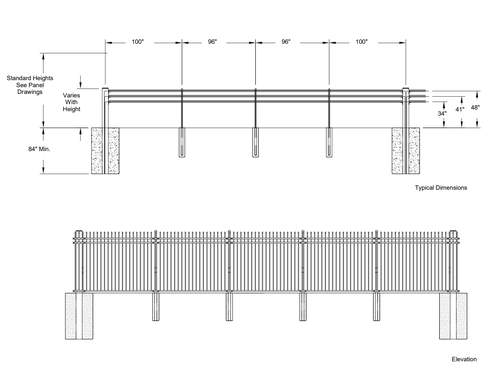


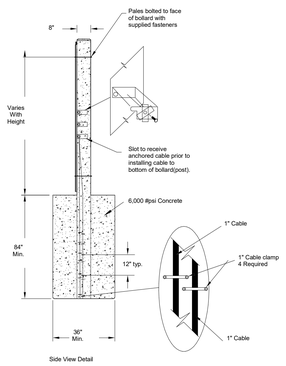


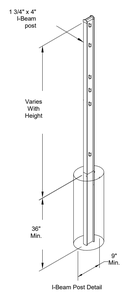


TRASH ENCLOSURE ELEVATIONS

5/8" = 1'-0" | 6

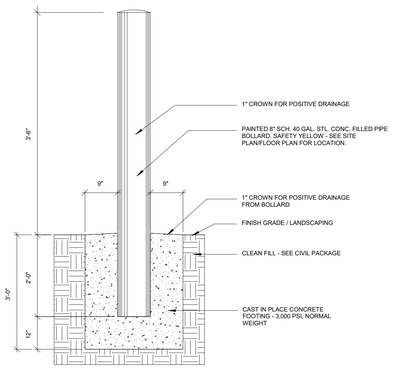






FENCE DETAIL

N.T.S. | 5



BOLLARD DETAIL

N.T.S. | 4

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A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BALINT AR0016653 REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

SHEET TITLE

SITE DETAILS

SHEET NUMBER

A1.10

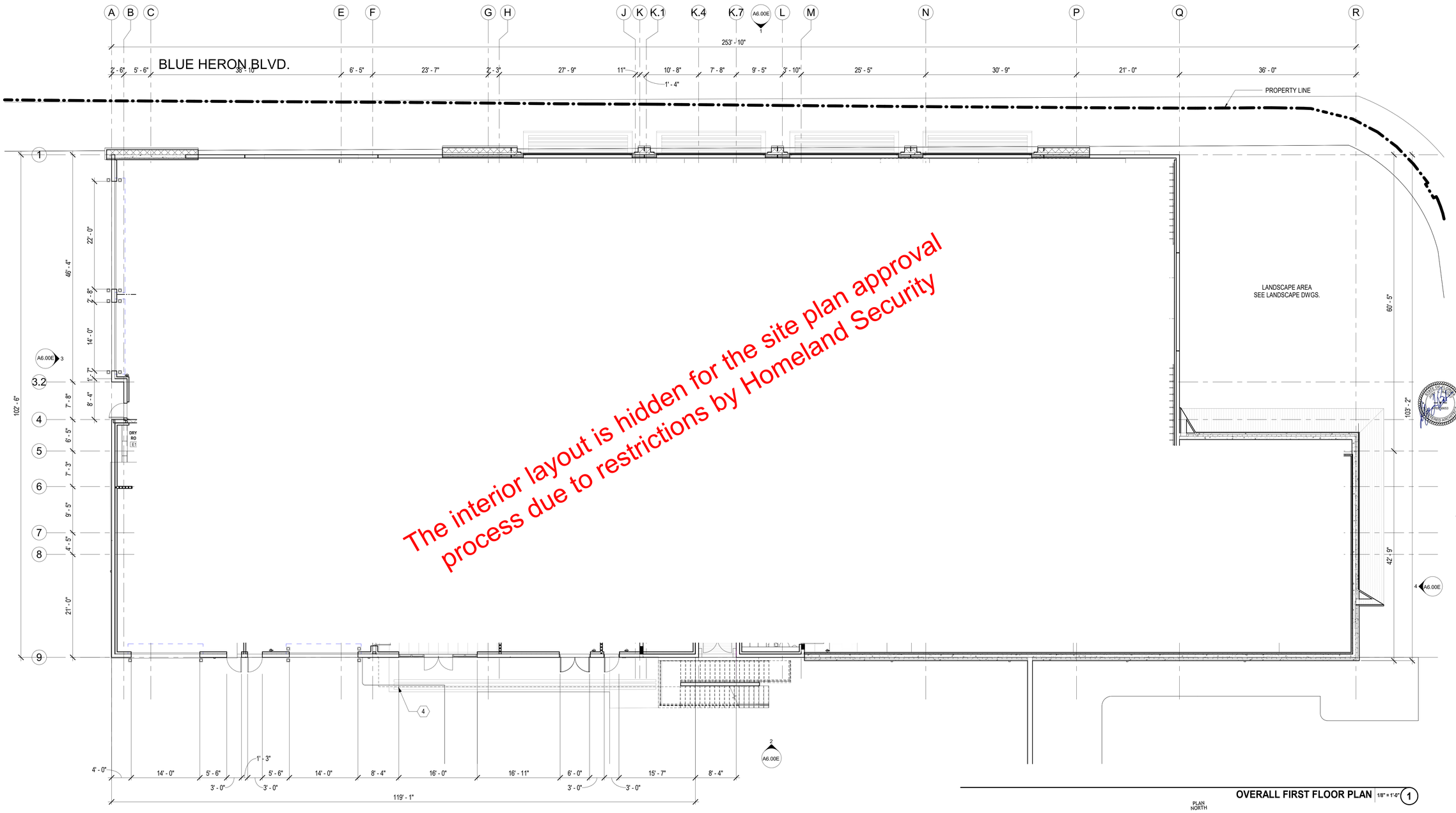
FILE NAME: Autodesk Docs://1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/8/2025 9:53:43 PM

GENERAL NOTES

A REFER TO SHEETS G1.00E FOR GENERAL ABBREVIATIONS AND ARCHITECTURAL SYMBOLS.
B DASHED LINES REPRESENT ITEMS ABOVE.
C REFER TO SHEET I0.10 FOR PARTITION TYPES AND DETAILS. PARTITIONS NOT IDENTIFIED SHALL BE TYPE A3 UNO.
D REFER TO SHEET I0.30E FOR DOOR, WINDOW, LOUVER, AND STOREFRONT ELEVATIONS.
E REFER TO SHEETS I0.30E FOR DOOR SCHEDULE & FOR TYPICAL DOOR DETAILS.
F FOR LOCKERS AND TOILET ROOM DIMENSIONS, REFER TO ENLARGED FLOOR PLANS.
G DIMENSIONS ARE TO COLUMN GRID, FACE OF MASONRY/CONCRETE/PRECAST, FACE OF METAL STUD, UNO.
H PROVIDE ALL NECESSARY FIREPROOFING MATERIALS TO MAINTAIN REQUIRED RATINGS.
I REFER TO SHEET G1.00E FOR LIFE SAFETY PLANS.
J REFER TO PLUMBING SHEETS FOR FLOOR DRAIN LOCATION COORDINATION.
K REFER TO SHEET A8.00 FOR TYPICAL EQUIPMENT MOUNTING HEIGHTS.
L REFER TO STRUCTURAL SHEET FOR TILT UP PANEL ELEVATIONS, OPENING DIMENSIONS AND DETAILS.
M REFER TO SHEET SERIES I2.21 FOR FINISH SCHEDULE AND KEY TO FINISHES.
N REFER TO SHEET I0.10 FOR THROUGH PENETRATION FIRESTOP SYSTEM SCHEDULE AND WALL PRIORITIES.

KEYNOTES

1 FORKLIFT STORAGE AREA
2 SECURED FENCE
3 TEMPORARY VEHICLE STORAGE
4 DASHED LINE REPRESENTS CANOPY ABOVE
5 WALL MOUNTED HIGH DENSITY BIKE RACK



The interior layout is hidden for the site plan approval process due to restrictions by Homeland Security

OVERALL FIRST FLOOR PLAN 1/8" = 1'-0" (1)

PLAN NORTH

0 4' 8' 16' 24' 32'
1/8" = 1'-0" GRAPHIC SCALE

FILE NAME: C:\@Revit\Locale\1007657 - RBPD_Evidence_and_Fire_Range_Building_2025.07.07_zsalehjee.lBL93.rvt
DATE STAMP: 7/9/2025 10:43:24 AM

CLIENT

CITY OF RIVIERA BEACH
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REGISTRATION

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DRAWING HISTORY

№	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA JOBY L. BALINT AR0016653 REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/09/2025

PROJECT NAME
RBPD EVIDENCE & FIRE RANGE BUILDING

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
FLOOR PLAN, GROUND - EVIDENCE/ FIRING RANGE

SHEET NUMBER
A2.01E

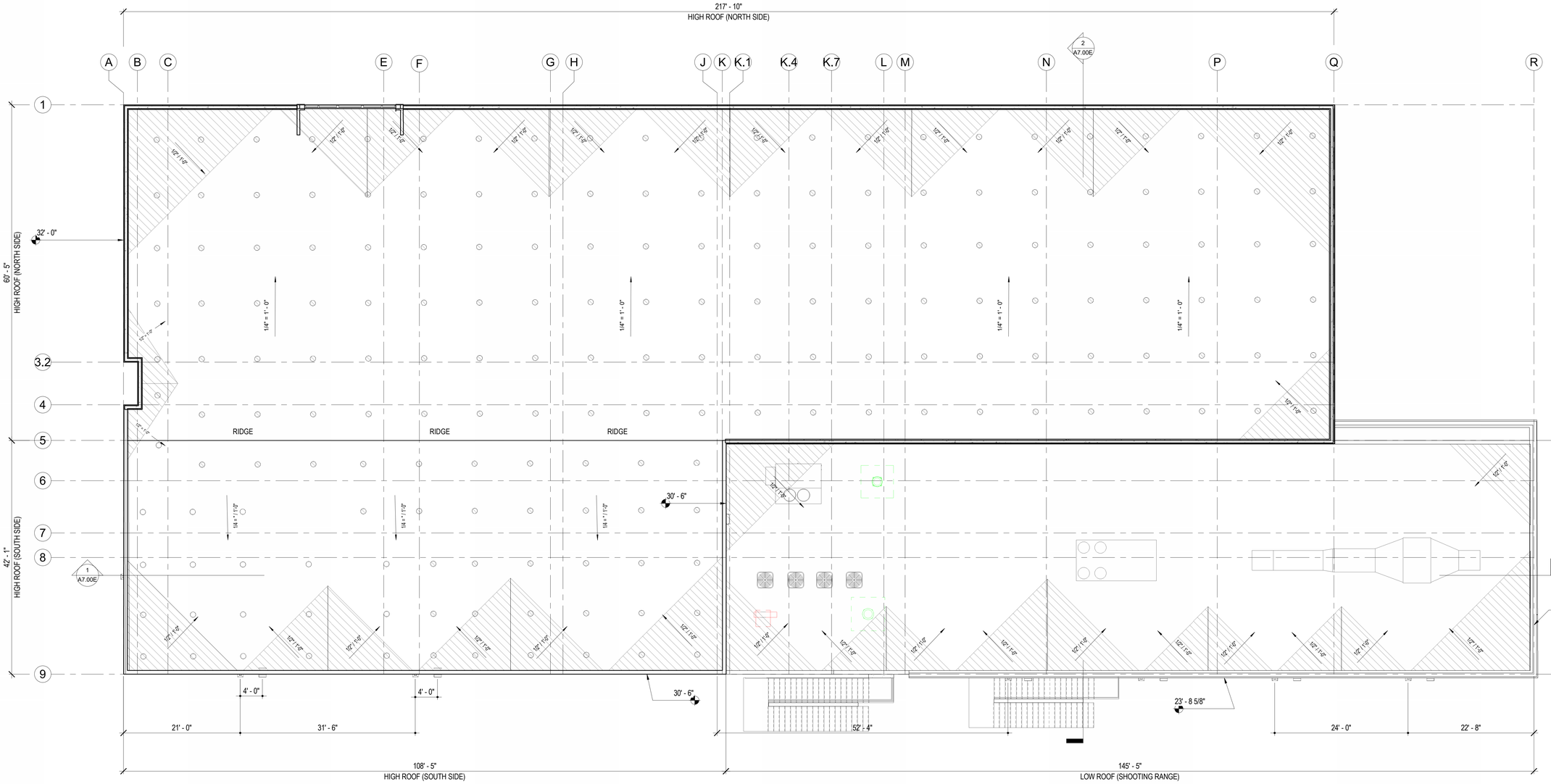
ROOF PLAN NOTES

1. DO NOT SCALE DRAWINGS, CONTACT ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. REFER TO MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION AND ROOFTOP MECHANICAL EQUIPMENT.
4. PROVIDE WALKWAY PADS AROUND ALL ROOFTOP MECHANICAL EQUIPMENT.
5. PROVIDE WALKWAY PADS FROM ROOFTOP ACCESS MECHANICAL EQUIPMENT FOR PROTECTION.
6. REFER TO STRUCTURAL DRAWINGS FOR "ALLOWABLE" DESIGN WIND PRESSURE REQUIREMENTS RELATED TO THE ROOFING SYSTEM.
7. ROOFING SYSTEM TO HAVE CURRENT MIAMI DADE NOA AND/OR FLORIDA PRODUCT APPROVALS THAT MEET OR EXCEED THE DESIGN WIND PRESSURES.
8. REFER TO SHEET G0.02 FOR GENERAL ABBREVIATIONS AND ARCHITECTURAL SYMBOLS.
9. R-VALUE FOR ALL ROOF INSULATION IS TO BE EQUAL TO FLORIDA BUILDING CODE REQUIREMENT FOR THE CLIMATE ZONE REGION (1A).
10. PARAPET HEIGHTS ARE TO TOP OF TILT-WALL OR METAL STUD. PRESSURE TREATED WOOD NAILERS AND METAL COPING/ FLASHING OCCUR ABOVE THIS HEIGHT.

GRAPHIC LEGEND

- INDICATES 1/4" PER FOOT SLOPE TO DRAIN AT ROOF
- INDICATES ROOF PITCH
- WALK PADS
- 00.0 — NEW OR FINISH POINT ELEVATION
- A10 — SHEET KEYNOTE
- REFERENCE
- 10 / A7.101 — BUILDING SECTION REFERENCE

HIGH ROOF (NORTH SIDE) ROOF AREA = 12,913 SF



HIGH ROOF (SOUTH) ROOF AREA = 4,435 SF

LOW ROOF (SHOOTING RANGE) ROOF AREA = 5,898 SF

OVERALL ROOF PLAN 1/8" = 1'-0" (1)

PLAN NORTH

0 5' 10' 20' 30' 40'

3/32" = 1'-0" GRAPHIC SCALE

FILE NAME: C:\@RevitLocals\1007657 - RBPD_Evidence_and_Fire_Range_Building_2025.07.07_lschilling99HNT.rvt
DATE STAMP: 7/9/2025 11:04:57 AM

CLIENT

CITY OF RIVIERA BEACH
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DRAWING HISTORY

No.	DATE	DESCRIPTION

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Date: 2025.07.09 12:47:53 -04'00'

CONSULTANT

STATE OF FLORIDA
JOBY L. BALINT
AR0016653
REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RBPD EVIDENCE & FIRE RANGE BUILDING

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

SHEET TITLE

FLOOR PLAN, ROOF - EVIDENCE/ FIRING RANGE

SHEET NUMBER

A2.03E

FLOOR PLAN NOTES

1. ROOM AND DOOR REFERENCE NUMBERS ARE FOR DESIGN AND CONSTRUCTION COORDINATION PURPOSES ONLY.
2. DO NOT SCALE DRAWINGS. CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
3. ALL DIMENSIONS ARE TO FACE OF STUD, GRID LINE OR FACE OF MASONRY.
4. ALL DIMENSIONS NOTED AS "CLEAR" OR "FINISH" ARE TO FACE OF FINISH SURFACE TO MAINTAIN ADA CLEARANCES.
5. FOR FURTHER DIMENSIONS; SEE LARGE SCALE PLANS, INTERIOR ELEVATIONS, EXTERIOR ELEVATIONS, SECTIONS, AND DETAILS.
6. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
7. REFER TO SHEET G0.02 "GENERAL PROJECT INFORMATION" FOR GENERAL PROJECT GRAPHICS AND ABBREVIATIONS FOR ADDITIONAL INFORMATION.
8. REFER TO SHEET G0.03 AND G0.04 REGARDING "ACCESSIBILITY INFORMATION AND DIAGRAMS" FOR ADDITIONAL INFORMATION.
9. CONTRACTOR SHALL FIELD COORDINATE LOCATION, SIZE AND TYPE OF NON-COMBUSTIBLE BLOCKING FOR INSTALLATION OF SIGNAGE, TOILET ACCESSORIES, HARDWARE, MILLWORK, ETC.
10. ALL CONCEALED WOOD OR EXPOSED PLYWOOD BACKING IN MECHANICAL, ELECTRICAL AND I.T. ROOMS SHALL BE FIRE RETARDANT TREATED (F.R.T).
11. REFER TO LIS (LIFE SAFETY) SERIES DRAWINGS FOR ADDITIONAL INFORMATION AND FIRE RATINGS.
12. REFER TO STRUCTURAL FIRE PROTECTION, PLUMBING, MECHANICAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.

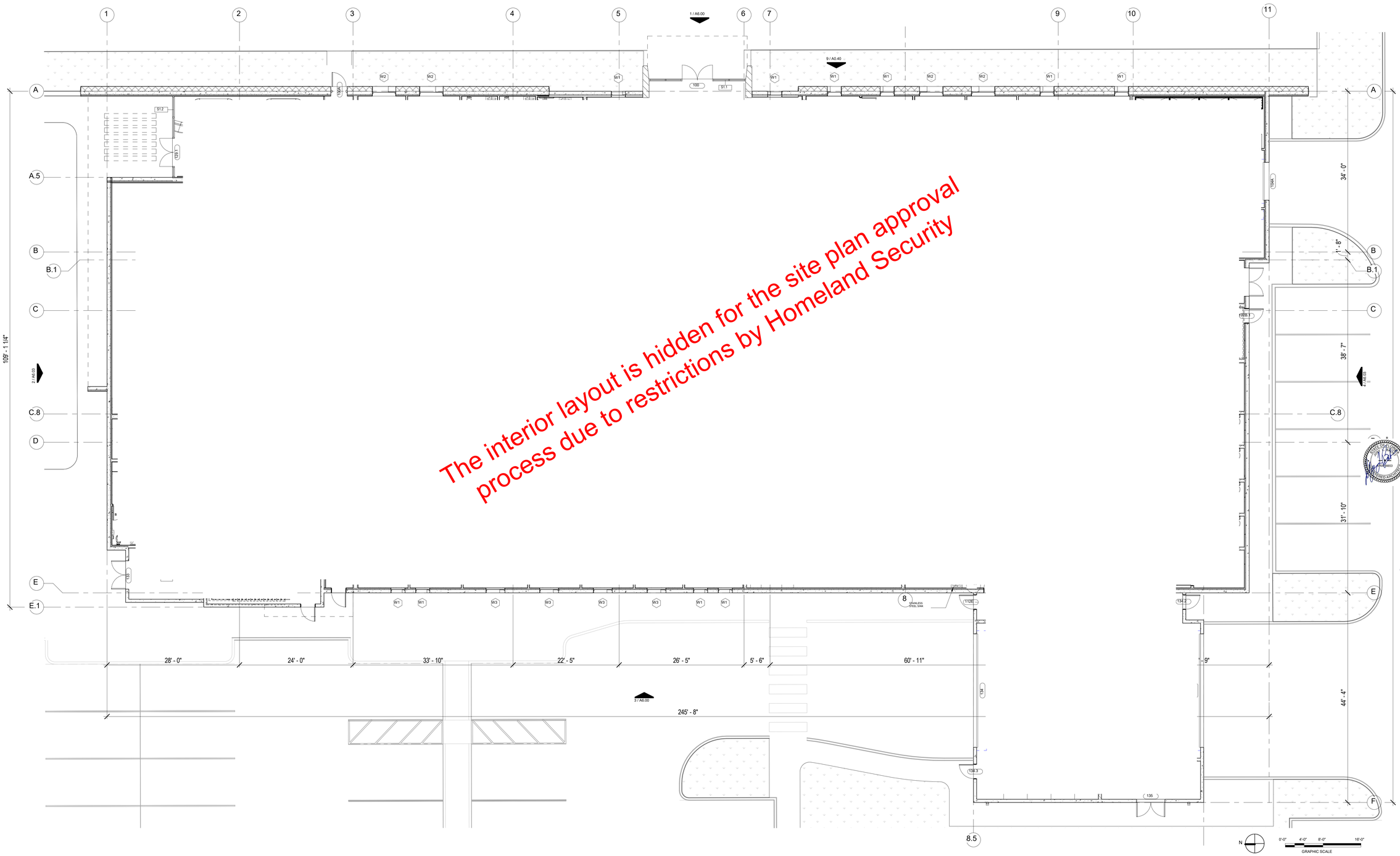
WALL/PARTITION GRAPHIC LEGEND

- X.## — PARTITION TYPE TAG
- CMU W/OUT FURRING
- CMU W/FURRING
- DRYWALL PARTITION
- DRYWALL PARTITION W/ BATT INSULATION
- TILT WALL W/ FURRING
- TILT WALL W/O FURRING

REFER TO SHEET A0.10 FOR GENERAL PARTITION NOTES AND DETAILS. REFER TO SHEET A0.11 FOR PARTITION TYPE SCHEDULE.

- 02125 — LEVEL; DOOR NUMBER; (RE: DOOR SCHEDULE)
- ROOM / 02132 — ROOM NAME; (RE: ROOM FINISH SCHEDULE); ROOM NUMBER; LEVEL; SECTOR/AREA
- W12 / A10 — WINDOW TAG; SHEET KEYNOTE
- A00 — PARTITION TYPE (RE: PARTITION SCHEDULE)
- EXTERIOR — ELEVATION NUMBER; SHEET NUMBER; REFERENCE
- 01 / A11.01 / 10M
- REFERENCE; BUILDING SECTION REFERENCE
- 10 / A7.101 / SMM

KEY NOTES



The interior layout is hidden for the site plan approval process due to restrictions by Homeland Security

GROUND FLOOR - ANNOTATION PLAN — 1/8" = 1'-0" — 1

FILE NAME: Autodesk Docs://_1007657.00_-_CORE_-_City_of_Riviera_Beach_D/1007657.00_-_RBPD_A_R24.rvt
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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

CONSULTANT

STATE OF FLORIDA — JOBY L. BALINT — AR0016653 — REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/09/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL
33404

PROJECT NUMBER
1007657.00

SHEET TITLE
GROUND FLOOR ANNOTATION PLAN

SHEET NUMBER
A2.10A

FLOOR PLAN NOTES

1. ROOM AND DOOR REFERENCE NUMBERS ARE FOR DESIGN AND CONSTRUCTION COORDINATION PURPOSES ONLY.
2. DO NOT SCALE DRAWINGS, CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS BEFORE CONTINUING WITH CONSTRUCTION.
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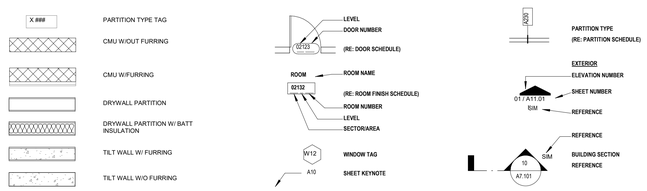
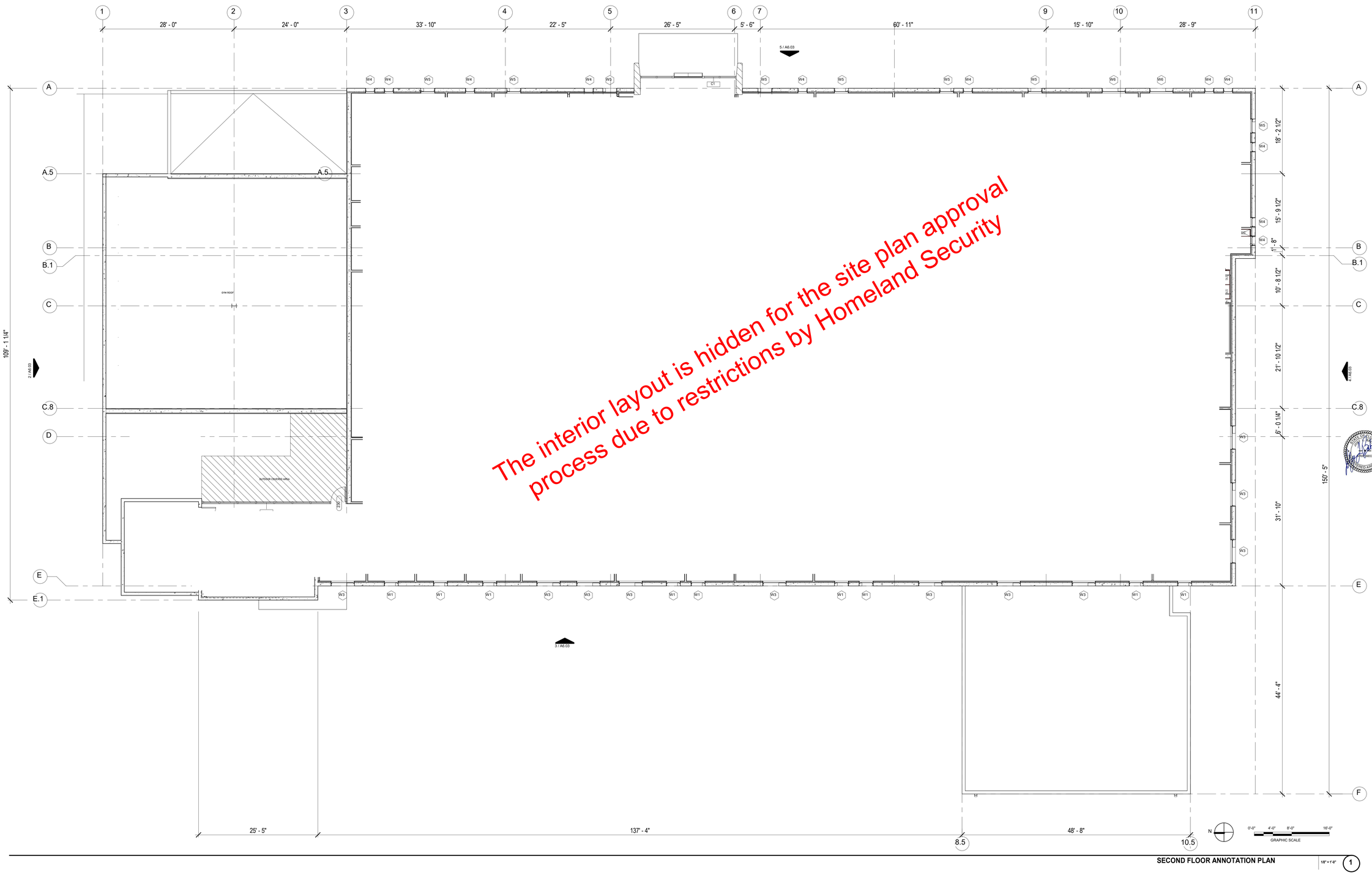
8. REFER TO SHEET G0.03 AND G0.04 REGARDING "ACCESSIBILITY INFORMATION AND DIAGRAMS" FOR ADDITIONAL INFORMATION.
9. CONTRACTOR SHALL FIELD COORDINATE LOCATION, SIZE AND TYPE OF NON-COMBUSTIBLE BLOCKING FOR INSTALLATION OF SIGNAGE, TOILET ACCESSORIES, HARDWARE, MILLWORK, ETC.
10. ALL CONCEALED WOOD OR EXPOSED PLYWOOD BACKING IN MECHANICAL, ELECTRICAL AND I.T. ROOMS SHALL BE FIRE RETARDANT TREATED (F.R.T).
11. REFER TO LS (LIFE SAFETY) SERIES DRAWINGS FOR ADDITIONAL INFORMATION AND FIRE RATINGS.
12. REFER TO STRUCTURAL FIRE PROTECTION, PLUMBING, MECHANICAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.

WALL/PARTITION GRAPHIC LEGEND



REFER TO SHEET A0.10 FOR GENERAL PARTITION NOTES AND DETAILS. REFER TO SHEET A0.11 FOR PARTITION TYPE SCHEDULE.

KEY NOTES



The interior layout is hidden for the site plan approval process due to restrictions by Homeland Security

N

0'-0" 4'-0" 8'-0" 16'-0"
GRAPHIC SCALE

SECOND FLOOR ANNOTATION PLAN 1/8" = 1'-0" (1)

FILE NAME: Autodesk Docs://_1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

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Reason: I am the author of this document
Date: 2025.07.09 08:00:15-04'00'

CONSULTANT

STATE OF FLORIDA
JOBY L. BALINT
AR0016653
REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/09/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
SECOND FLOOR ANNOTATION PLAN

SHEET NUMBER
A2.20A

ROOF PLAN NOTES

1. 1. DO NOT SCALE DRAWINGS, CONTACT ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. REFER TO MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION AND ROOFTOP MECHANICAL EQUIPMENT.
4. PROVIDE WALKWAY PADS AROUND ALL ROOFTOP MECHANICAL EQUIPMENT.
5. PROVIDE WALKWAY PADS FROM ROOFTOP ACCESS MECHANICAL EQUIPMENT FOR PROTECTION.
6. REFER TO STRUCTURAL DRAWINGS FOR "ALLOWABLE" DESIGN WIND PRESSURE REQUIREMENTS RELATED TO THE ROOFING SYSTEM.
7. ROOFING SYSTEM TO HAVE CURRENT MIAMI DADE NOA AND/OR FLORIDA PRODUCT APPROVALS THAT MEET OR EXCEED THE DESIGN WIND PRESSURES.

GRAPHIC LEGEND

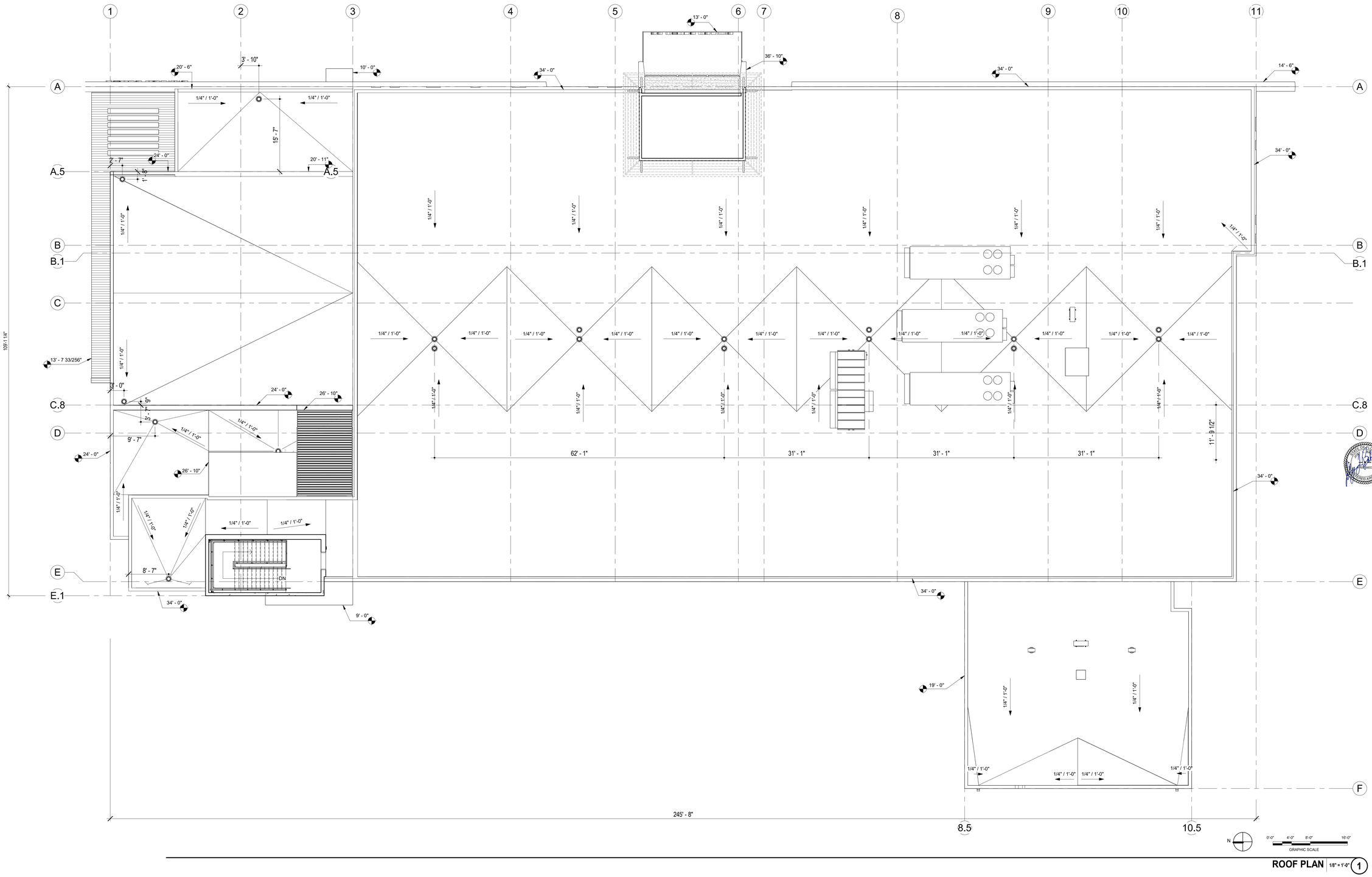
INDICATES 1/4" PER FOOT SLOPE TO DRAIN AT ROOF

INDICATES ROOF PITCH

WALK PADS

KEY NOTES

R1	3 PLY MODIFIED BITUMINOUS ROOFING SYSTEM WITH A WHITE GRANULAR CAP SHEET OVER LIGHT WEIGHT INSULATING CONCRETE AND R-21 MIN. AT LOW POINT.
R2	PREFINISHED ALUMINUM COPING CAP. REFER TO SHEET A7.80 FOR DETAILS.
R3	8"X8" PRIMARY SCUPPER, PREFINISHED ALUMINUM 6"X6" DOWNSPOUT WITH 12"X12" COLLECTOR BOX. TWO (2) 8" WIDE BY 4" HIGH EMERGENCY OVER FLOW SCUPPER.
R4	WALL MOUNTED ALUMINUM ROOF ACCESS LADDER. REFER TO A7.51 FOR MORE INFORMATION.
R5	WALK PAD TYPICAL , SEE A7.80 FOR MORE INFORMATION
R6	DOWNSPOUT TO CONNECT WITH THE UNDER GROUND STORM WATER MANAGEMENT SYSTEM. 6"x6"x6" PVC DOWNSPOUT ADAPTER (CONNECTOR REQUIRED) SEE CIVIL DRAWINGS FOR ADDITIONAL INFORMATION.
R7	ROOFTOP EQUIPMENTS; REFER TO MEP FOR MORE INFORMATION.
R8	PRE-FINISHED ALUMINUM EYEBROW BY PEACHTREE PROTECTIVE COVERS (OR EQUAL) SEE EXTERIOR ELEVATIONS FOR ADDITIONAL INFORMATION. COLOR TO BE SELECTED FROM THE STANDARD COLOR CHART; DARK GREY. SEE ROOF PLAN FOR SIZES. THE FASICIA HEIGHT TO BE 6" MINIMUM.
R9	PRE-FINISHED ALUMINUM CANOPY AT THE PATIO BY PEACHTREE PROTECTIVE COVERS (OR EQUAL). COLOR TO BE WHITE. FASICA AND COLUMN SUPPORTS TO BE DARK GREY. SEE FLOOR PLAN AND EXTERIOR ELEVATIONS FOR ADDITIONAL INFORMATION.
R10	PRE-FINISHED ALUMINUM 8"x8" EYEBROW PROJECTION; DARK GREY



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DATE STAMP: 7/9/2025 10:34:45 AM

ROOF PLAN 1/8" = 1'-0" (1)

GRAPHIC SCALE 0'-0" 4'-0" 8'-0" 16'-0"

CLIENT

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ARCHITECT OF RECORD

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CORE

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

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Date: 2025.07.09 08:00:11 -04'00'

CONSULTANT

STATE OF FLORIDA JOBY L. BALINT AR0016653 REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

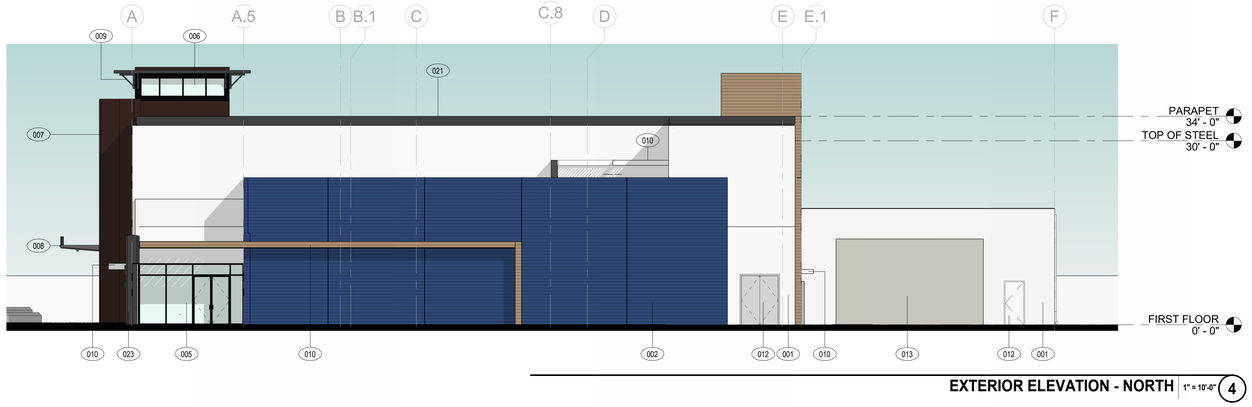
1007657.00

SHEET TITLE

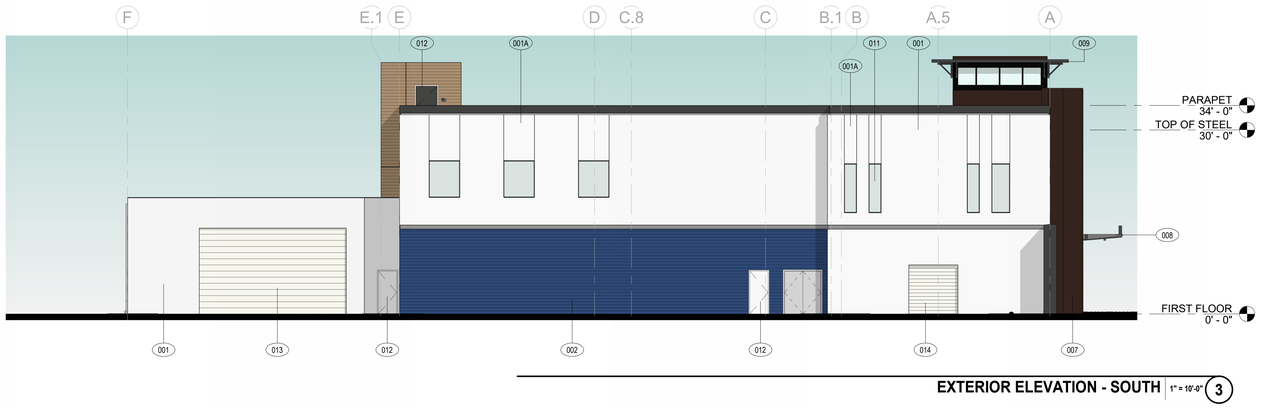
ROOF PLAN

SHEET NUMBER

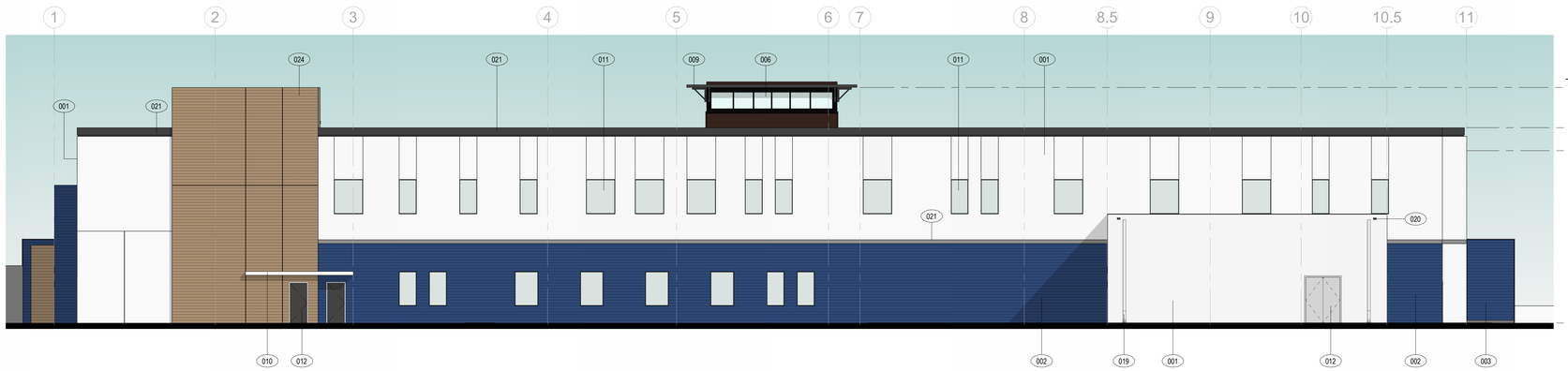
A2.30



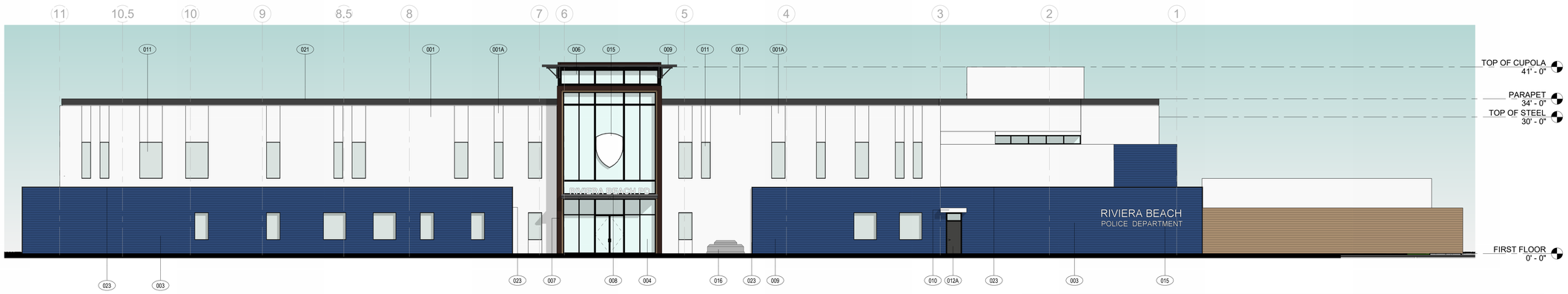
EXTERIOR ELEVATION - NORTH 1" = 10'-0" (4)



EXTERIOR ELEVATION - SOUTH 1" = 10'-0" (3)



EXTERIOR ELEVATION - WEST 1" = 10'-0" (2)



EXTERIOR ELEVATION - EAST 1" = 10'-0" (1)

GENERAL NOTES

1. DO NOT SCALE DRAWINGS, CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. BUILDING FINISH FLOOR ELEVATION IS 0'-0" FOR ARCHITECTURAL COORDINATION.
4. REFER TO CIVIL DRAWINGS FOR ACTUAL DATUM, FINISH FLOOR ELEVATION.
5. ALL EXTERIOR PENETRATIONS, JOINTS, DOORS AND WINDOWS TO BE SEALED WITH SILICONE SEALANT. COLOR TO MATCH ADJACENT.
6. FINISHES, TRIM, DECORATIVE ELEMENTS ETC. SHALL WRAP ALL ELEVATIONS OF WALLS, ALCOVES, ETC. NOT ALL EXTERIOR WALL RETURNS (ELEVATIONS) MAY NOT BE SHOWN.
7. REFER TO STRUCTURAL DRAWINGS FOR "ALLOWABLE" DESIGN WIND PRESSURES. ALL DOORS, LOUVERS AND WINDOWS TO HAVE CURRENT MIAMI DADE N.O.A. AND FLORIDA PRODUCT APPROVALS.
8. UNLESS OTHERWISE NOTED, PROVIDE STANDARD PVC STUCCO EXPANSION JOINT ACCESSORY BETWEEN DIFFERENT PAINT COLORS

GRAPHIC LEGEND

REFERENCE TYPICAL LEGEND GRAPHICS ON GENERAL PROJECT INFORMATION SHEET

INDICATES 1/4" PER FOOT SLOPE TO DRAIN AT ROOF OR 2% SLOPE TO DRAIN AT EXTERIOR TERRACE

##.## — KEYNOTE REFERENCE

TYP BEYOND — TYP. - TYPICAL CONDITION

BEYOND - DESCRIBED CONDITION IS BEYOND A SCREENING CONDITION IN THE FOREGROUND.

C J — CONTROL JOINT

C J — COLOR TAG

KEYNOTE NUMBERING IS FOR ORGANIZATIONAL PURPOSES ONLY. SHEET SPECIFIC & DOES NOT REFERENCE A SPECIFIC CSI DIVISION

KEYNOTE LEGEND

KEYNOTE	DESCRIPTION
001	TILT-UP WALL PTD. FINISH
001A	RECESSED ELEMENT, TILT-UP WALL PTD. FINISH
002	STUCCO OVER CMU W/ 5/8"x1"W PVC "CHANNEL SCREED" REVEAL BY FRY REGLET (OR EQUAL) 6"O.C. STANDARD COLOR: POLICE BLUE/APPLY A.W.V.B. WATERPROOFING BEHIND REVEALS
003	LIGHT TEXTURED STUCCO WITH PVC REVEALS AND PAINT OVER CMU
03.02	4" MIN. CONCRETE REINFORCED SLAB ON GRADE. REFER TO STRUCTURAL PLANS
004	LEVEL E IMPACT RATED CURTAIN WALL SYSTEM; TINTED GLAZING
005	LEVEL E IMPACT RATED ALUMINUM STOREFRONT SYSTEM; TINTED GLAZING
05.11	12" MIN. HAND RAIL EXTENSION FROM TOP AND BOTTOM. PROVIDE HANDRAIL BRACKETS AT 4'-0" O.C. (MAX.)
05.12	1-1/2" DIA. PAINTED, GALVANIZED METAL HANDRAIL EMBEDDED IN CONCRETE FLOOR. PROVIDE 12" EXTENSIONS BEYOND TOP AND BOTTOM OF STAIR/RAMP. PROVIDE NTERMEDIATE POSTS AT 4'-0" O.C. (MAX.) FOR FLOOR MOUNTED HANDRAILS.
006	GLASS STOREFRONT SYSTEM W/ BACKLIT SPANDREL PANELS
007	BACKLIT METAL PANEL ENTRY FRAME. INTERIOR FINISH ALPOLIC "QBC ORIENTAL CANE STOCK" HORIZONTAL GRAIN, DRY JOINT
07.05	METAL GUTTER SLOPED 1/4" PER FOOT (1/8" PER FOOT MIN.). SLOPE GUTTER CONTINUOUSLY TO DRAINAGE THE EXIT POINT
07.06	CONTINUOUS PAINTED STUCCO PARAPET CAP OVER 2 COAT CEMENT BASED WATERPROOFING, SLOPED TO THE INSIDE OF ROOF
07.07	2" EXPANSION JOINT BETWEEN BUILDING AND BRIDGE
008	CUSTOM METAL CANOPY W/ TOP MOUNTED BACKLIT SIGNAGE
009	PRE-ENGINEERED ALUMINUM CANOPY SYSTEM WITH PVDF 70% RESIN COATING
09 29 00.D11	
09.07	PAINTED STUCCO WITH SMOOTH FINISH AND REVEALS.
010	ALUMINUM CANOPY/TRELLIS SYSTEM W/ TEXTURED SOFFIT INTERIOR FINISH TO BE ALUCOBOND "SOUTHERN HICKORY WOOD LOOK" HORIZONTAL GRAIN
011	WINDOWS: FIXED, IMPACT-RESISTANT WINDOWS WITH LAMINATED, TINTED GLASS AND ALUMINUM FRAME. RATED LEVEL E IMPACT WITH NOA APPROVAL.
012	EXTERIOR METAL DOOR WITH NOA APPROVAL
012A	EXTERIOR METAL DOOR WITH TRANSOM AND NOA APPROVAL
013	OVERHEAD DOORS PERFORATED STAINLESS STEEL FINISH. SEE DOOR SCHEDULE FOR DETAILS
014	OVERHEAD DOORS STAINLESS STEEL PANEL FINISH. SEE DOOR SCHEDULE FOR DETAILS
015	WALL-MOUNTED PRE-FINISHED ALUMINUM BACK LIT REVERSE CHANNEL LETTERS
016	1 MONUMENT PEDESTAL W/ INTEGRATED LIGHTING AND MARBLE FINISH
018	MECHANICAL EQUIPMENT; SEE MEP DRAWINGS FOR ADDITIONAL INFORMATION
019	DOWNSPOUT
020	SCUPPER
021	PAINTED REVEAL
022	ROUND BOLLARDS
023	BLACK METAL FRAME
024	HATCH PATTERN DESIGNATES AREA OF 1 PANEL TO BE PROVIDED WITH TEXTURED FINISH FORMLINER - PATTERN TBD.

0 5'-0" 10'-0"

FILE NAME: Autodesk Docs://_1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 7/9/2025 12:12:47 PM

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AR-AR16653
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DRAWING HISTORY

№	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

Digitally signed by Joby Balint
DN: C=US, E=joby@jl2arch.com, CN=Joby Balint, O=JL2 ARCHITECTURE INC., OU=AR16653, T=REGISTERED ARCHITECT
Reason: I am the author of this document
Date: 2025.07.09 08:00:35 -04'00'

CONSULTANT

STATE OF FLORIDA
JOBY L. BALINT
AR0016653
REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

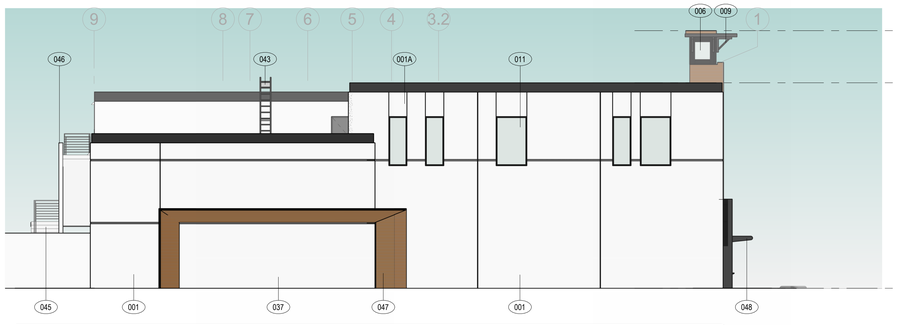
1007657.00

SHEET TITLE

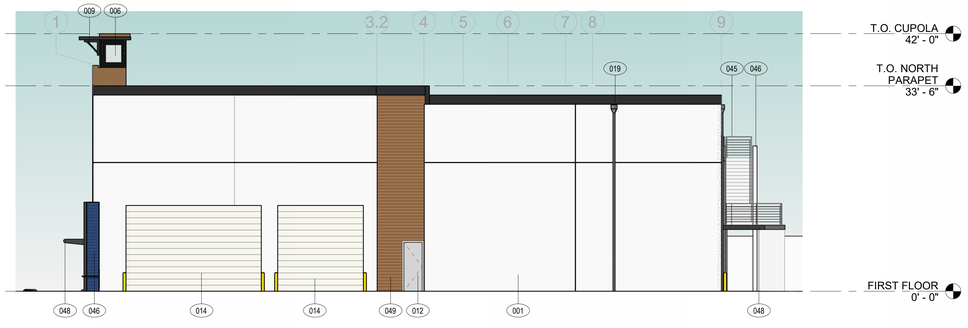
EXTERIOR ELEVATIONS

SHEET NUMBER

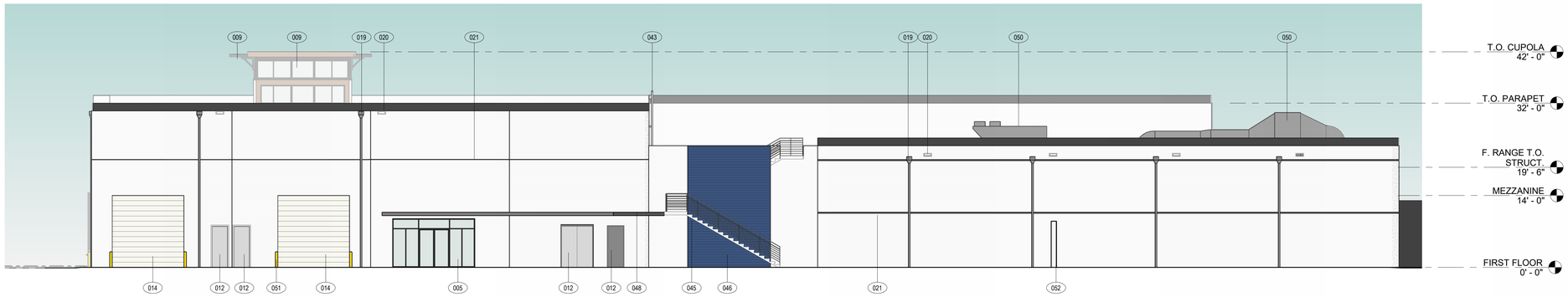
A6.01



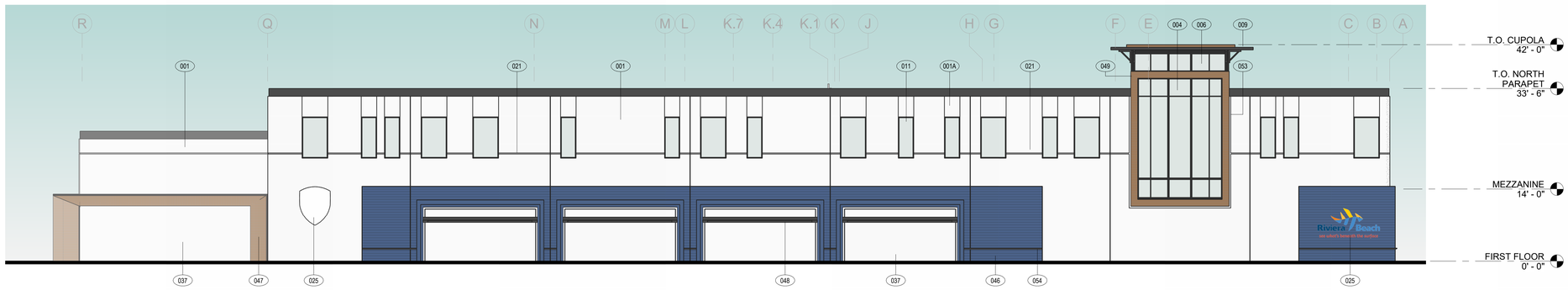
EAST ELEVATION 1" = 10'-0" 4



WEST ELEVATION 1" = 10'-0" 3



SOUTH ELEVATION 1" = 10'-0" 2



NORTH ELEVATION 1" = 10'-0" 1

GENERAL NOTES

1. DO NOT SCALE DRAWINGS, CONTACT THE ARCHITECT IN WRITING FOR CLARIFICATIONS OR MISSING DIMENSIONS.
2. CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCY, INACCURACY OR CONFLICTING INFORMATION IN WRITING BEFORE EXECUTION OF WORK.
3. BUILDING FINISH FLOOR ELEVATION IS 0'-0" FOR ARCHITECTURAL COORDINATION.
4. REFER TO CIVIL DRAWINGS FOR ACTUAL DATUM, FINISH FLOOR ELEVATION.
5. ALL EXTERIOR PENETRATIONS, JOINTS, DOORS AND WINDOWS TO BE SEALED WITH SILICONE SEALANT. COLOR TO MATCH ADJACENT.
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011	WINDOWS: FIXED, IMPACT-RESISTANT WINDOWS WITH LAMINATED, TINTED GLASS AND ALUMINUM FRAME. RATED LEVEL E IMPACT WITH NOA APPROVAL.
012	EXTERIOR METAL DOOR WITH NOA APPROVAL
014	OVERHEAD DOORS STAINLESS STEEL PANEL FINISH. SEE DOOR SCHEDULE FOR DETAILS
019	DOWNSPOUT
020	OVERFLOW SCUPPER
021	PAINTED REVEAL
025	BUILDING SIGNAGE WITH ALUMINUM COLOR CHANNEL LETTERS ATTACHED TO WALL WITH OFFSETS AND BACK LIT. PER CITY ORDINANCE 0P3D-DGN-S5(2)
037	PUBLIC ART. FINAL LOCATION AND ARTISTIC FORM TO BE DETERMINED.
043	ROOF ACCESS LADDER
045	EXTERIOR CONCRETE STAIR AND RAILING
046	TILT WALL PANEL WITH PTD STUCCO 5/8"D X 1"W PVC "CHANNEL SCREED" REVEAL BY FRY REGLET (OR EQUAL) 6" ON CENTER/ STANDARD COLOR: POLICE BLUE / APPLY A.W.V.B. WATERPROOFING BEHIND REVEALS
047	BEVELED TILT WALL FRAME WITH TEXTURED PAINT FINISH FORMLINER PATTERN TBD.
048	PREFABRICATED METAL CANOPY
049	TILT WALL WITH TEXTURED PAINT FINISH FORMLINER TBD.
050	FIRING RANGE MECHANICAL EQUIPMENT BY OTHERS.
051	STEEL BOLLARD
052	SITE SECURITY WALL
053	4" REVEAL
054	PRECAST SILLS

CLIENT

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
B	7/9/2025	Site Plan Resubmission

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CONSULTANT

STATE OF FLORIDA
JOBY L. BALINT
AR0016653
REGISTERED ARCHITECT
7/9/2025

PROJECT STATUS

SITE PLAN RESUBMISSION

DATE OF ISSUE

07/09/2025

PROJECT NAME

RBPD EVIDENCE & FIRE RANGE BUILDING

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER

1007657.00

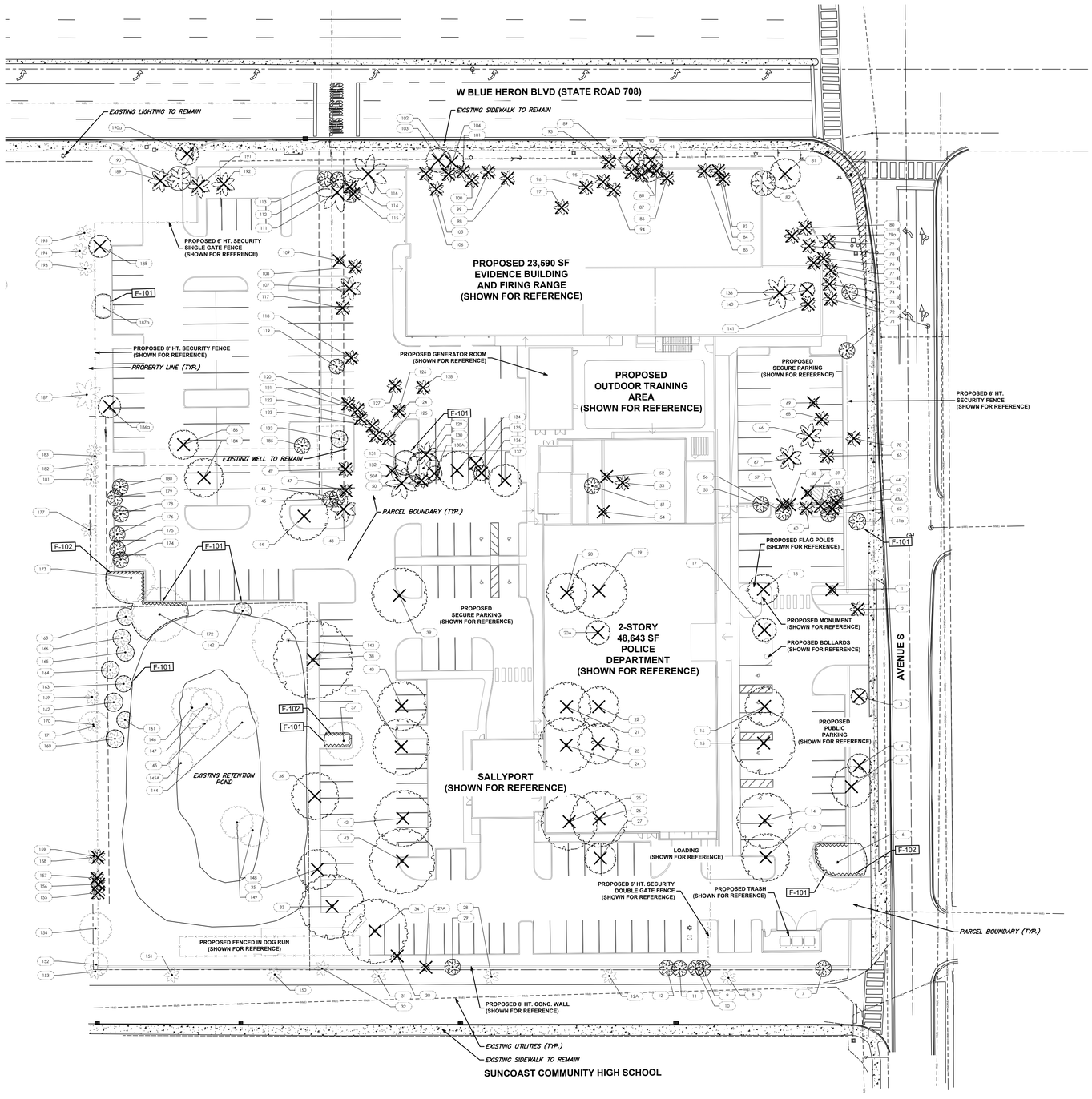
SHEET TITLE

EXTERIOR ELEVATIONS - EVIDENCE/ FIRING RANGE

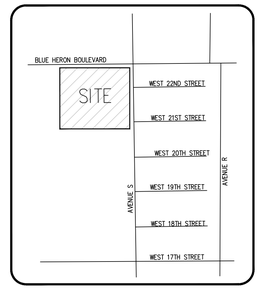
SHEET NUMBER

A6.00E

FILE NAME: C:\@Revit\Locals\1007657 - RBPD_Evidence_and_Fire_Range_Building_2025.07.07_zsalehjeeJ8L93.rvt
DATE STAMP: 7/9/2025 10:53:14 AM



GRAPHIC SCALE
0 15 30 60
1 INCH = 30 FEET



LOCATION MAP
N.T.S.

LEGEND

SYMBOL	DESCRIPTION
	EXISTING TREE OR PALM TO BE REMOVED
	EXISTING TREE OR PALM TO REMAIN
	EXISTING TREE OR PALM TO BE RELOCATED
#	TREE OR PALM ID NUMBER

REFERENCE NOTES SCHEDULE

CODE	DESCRIPTION	QTY
FENCE		
F-101	TREE PROTECTION FENCING	720 lf
F-102	TREE/PALM ROOT PRUNE	161 lf

GENERAL NOTE:

1. Contractor to clear and grub all shrub/groundcover material within limits of property that is not shown on plan.

Sunshine 811
Call 811 or visit sunshine811.com two full business days before digging to have buried facilities located and marked.
Check positive response codes before you dig!

ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM 1988 (NAVD 1988)

DESIGN DEVELOPMENT

FILE NAME:
DATE STAMP:

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A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

CONSULTANT

ERIC DOUGLAS HARRISON
Eric D Harrison
STATE OF FLORIDA
LANDSCAPE ARCHITECT

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PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/02/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
TREE DISPOSITIOI PLAN

SHEET NUMBER
TD-1

EXISTING TREE INVENTORY/DISPOSITION CHART

Tree ID	Common Name	Scientific Name	DBH Removed (in)	Multi Trunk	Height (ft)	Clear Trunk Height	Spread (ft)	Disposition	Condition Rating	Observation 1
1	Coconut Palm	*Cocos nucifera*				18	5	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
2	Coconut Palm	*Cocos nucifera*				18	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
3	Laurel Oak	*Quercus laurifolia*	5		10		10	Remove	Poor (21% to 40%)	Pruned Into Shrub
4	Laurel Oak	*Quercus laurifolia*	7		15		15	Remove	Poor (21% to 40%)	Girdling Roots
5	Carrotwood	*Cupaniopsis anacardioides*			20		25	Remove	Fair (41% to 60%)	Cat 1 Invasive, Basal Codominant/Included Bark
6	Green Buttonwood	*Conocarpus erectus*		Yes	20		35	Remain	Fair (41% to 60%)	Basal Codominant/Included Bark - Multi
7	Cabbage Palm	*Sabal palmetto*				9	10	Relocate	Good (61% to 80%)	
8	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	
9	Cabbage Palm	*Sabal palmetto*				10	10	Relocate	Good (61% to 80%)	Vine Cover (Heavy)
10	Cabbage Palm	*Sabal palmetto*				10	10	Relocate	Good (61% to 80%)	
11	Cabbage Palm	*Sabal palmetto*				11	10	Relocate	Good (61% to 80%)	
12	Cabbage Palm	*Sabal palmetto*				15	10	Relocate	Good (61% to 80%)	
12A	Cabbage Palm	*Sabal palmetto*			18	12	12	Remain		
13	Live Oak	*Quercus virginiana*	12		25		30	Remove	Fair (41% to 60%)	Constricted Roots
14	Live Oak	*Quercus virginiana*	17		25		35	Remove	Poor (21% to 40%)	Constricted Roots, Root Damage (Moderate)
15	Live Oak	*Quercus virginiana*	18		28		40	Remove	Fair (41% to 60%)	Girdling Roots
16	Live Oak	*Quercus virginiana*	16		25		25	Remove	Fair (41% to 60%)	Constricted Roots, Girdling Roots
17	Live Oak	*Quercus virginiana*	8		20		15	Remove	Fair (41% to 60%)	Plunged
18	Live Oak	*Quercus virginiana*	8		20		20	Remove	Fair (41% to 60%)	Plunged
19	Live Oak	*Quercus virginiana*	18		30		35	Remove	Fair (41% to 60%)	Constricted Roots
20	Live Oak	*Quercus virginiana*	15		25		25	Remove	Fair (41% to 60%)	Girdling Roots
20A	Live Oak	*Quercus virginiana*	7		15		15	Remove	Fair (41% to 60%)	
21	Live Oak	*Quercus virginiana*	13		25		30	Remove	Good (61% to 80%)	Codominant Leaders - Multi
22	Live Oak	*Quercus virginiana*	13		25		25	Remove	Fair (41% to 60%)	Girdling Roots
23	Live Oak	*Quercus virginiana*	13		25		25	Remove	Fair (41% to 60%)	Constricted Roots
24	Live Oak	*Quercus virginiana*	14		30		35	Remove	Good (61% to 80%)	Included Branches
25	Live Oak	*Quercus virginiana*	15		30		35	Remove	Fair (41% to 60%)	Leaning (Minor)
26	Live Oak	*Quercus virginiana*	16		30		35	Remove	Fair (41% to 60%)	Constricted Roots, Root Damage
27	Live Oak	*Quercus virginiana*	9		20		20	Remove	Good (61% to 80%)	Codominant Leaders/No Included Bark
28	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	
29	Cabbage Palm	*Sabal palmetto*				12	10	Relocate	Good (61% to 80%)	
29A	Cabbage Palm	*Sabal palmetto*	2		4	2	5	Remove	Fair (41% to 60%)	
30	Glaucous Cassia	*Senna surattensis*	8	Yes	5		5	Remove	Poor (21% to 40%)	Topped
31	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	
32	Cabbage Palm	*Sabal palmetto*				8	10	Remain	Good (61% to 80%)	
33	Mahogany	*Swietenia mahagoni*	19		35		40	Remove	Good (61% to 80%)	Codominant Leaders - Multi
34	Mahogany	*Swietenia mahagoni*	17		35		40	Remove	Poor (21% to 40%)	Girdling Roots
35	Live Oak	*Quercus virginiana*	16		30		25	Remove	Fair (41% to 60%)	Leaning (Moderate)
36	Mahogany	*Swietenia mahagoni*	16		25		30	Remove	Fair (41% to 60%)	Constricted Roots
37	Mahogany	*Swietenia mahagoni*			20		25	Remain	Fair (41% to 60%)	Constricted Roots
38	Live Oak	*Quercus virginiana*	25		40		50	Remove	Fair (41% to 60%)	Constricted Roots
39	Live Oak	*Quercus virginiana*	16		30		35	Remove	Fair (41% to 60%)	Girdling Roots
40	Live Oak	*Quercus virginiana*	14		25		30	Remove	Fair (41% to 60%)	Crown Density - Low
41	Live Oak	*Quercus virginiana*	16		30		35	Remove	Fair (41% to 60%)	Included Branches
42	Live Oak	*Quercus virginiana*	17		30		35	Remove	Poor (21% to 40%)	Constricted Roots, Root Damage
43	Live Oak	*Quercus virginiana*	19		35		40	Remove	Fair (41% to 60%)	Constricted Roots, Root Damage
44	Gumbo Limbo	*Bursera simaruba*	18		30		30	Remove	Poor (21% to 40%)	Constricted Roots
45	Cabbage Palm	*Sabal palmetto*				15	10	Relocate	Good (61% to 80%)	Over-Pruned
46	Cabbage Palm	*Sabal palmetto*				15	10	Relocate	Good (61% to 80%)	Over-Pruned
47	Cabbage Palm	*Sabal palmetto*	8			8	10	Remove	Fair (41% to 60%)	Over-Pruned
48	Areca Palm	*Dypsis lutescens*	20	Yes		20	15	Remove	Good (61% to 80%)	
49	Cabbage Palm	*Sabal palmetto*	8			5	10	Remove	Good (61% to 80%)	Over-Pruned
50	Areca Palm	*Dypsis lutescens*	32	Yes		20	20	Remove	Good (61% to 80%)	Nutrient Deficiency
50A	Camelia Tree		3		7		5	Remove	Fair (41% to 60%)	
51	Cabbage Palm	*Sabal palmetto*				10	10	Relocate	Good (61% to 80%)	Over-Pruned

FILE NAME:
DATE STAMP:

This item has been digitally signed and sealed by **ERIC D. HARRISON, RLA**, on the date adjacent to the seal.

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DESIGN DEVELOPMENT

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	7/2/2025	Site Plan Resubmission

CONSULTANT

ERIC DOUGLAS HARRISON — No. 6[illegible] — Eric D Harrison — STATE OF FLORIDA — LANDSCAPE ARCHITECT

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/02/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
TREE DISPOSITIOI CHART

SHEET NUMBER
TD-2

EXISTING TREE INVENTORY/DISPOSITION CHART

Tree ID	Common Name	Scientific Name	DBH Removed (in)	Multi Trunk	Height (ft)	Clear Trunk Height	Spread (ft)	Disposition	Condition Rating	Observation 1
52	Coconut Palm	*Cocos nucifera*				30	5	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
53	Coconut Palm	*Cocos nucifera*				25	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
54	Coconut Palm	*Cocos nucifera*				20	5	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
55	Cabbage Palm	*Sabal palmetto*				8	10	Relocate	Good (61% to 80%)	Over-Pruned
56	Cabbage Palm	*Sabal palmetto*				8	10	Relocate	Good (61% to 80%)	Over-Pruned
57	Coconut Palm	*Cocos nucifera*				25	5	Remove	Fair (41% to 60%)	Cat 2 Invasive, Cracks in Trunk
58	Cabbage Palm	*Sabal palmetto*	8			8	5	Remove	Fair (41% to 60%)	Over-Pruned
59	Queen Palm	*Syagrus romanzoffiana*	8			1	5	Remove	Good (61% to 80%)	
60	Cabbage Palm	*Sabal palmetto*	6			3	10	Remove	Good (61% to 80%)	
61	Washington Palm	*Washingtonia robusta*				10	10	Remove	Good (61% to 80%)	Cat 2 Invasive
61a	King Sago	Cycas revoluta			4	3	4	Remain		
62	Cabbage Palm	*Sabal palmetto*				8	10	Relocate	Good (61% to 80%)	
63	Coconut Palm	*Cocos nucifera*				25	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
63A	Cabbage Palm	*Sabal palmetto*	3		4	2	3	Remove		
64	Cabbage Palm	*Sabal palmetto*				8	10	Relocate	Good (61% to 80%)	Ficus on Trunk
65	Coconut Palm	*Cocos nucifera*				25	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
66	Royal Palm	*Roystonea regia*	10			25	15	Remove	Fair (41% to 60%)	Over-Pruned
67	Royal Palm	*Roystonea regia*	11			20	15	Remove	Fair (41% to 60%)	Over-Pruned
68	Cabbage Palm	*Sabal palmetto*	8			1	5	Remove	Good (61% to 80%)	
69	Cabbage Palm	*Sabal palmetto*	9			1	10	Remove	Good (61% to 80%)	
70	Coconut Palm	*Cocos nucifera*				25	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
71	Cabbage Palm	*Sabal palmetto*				8	10	Relocate	Good (61% to 80%)	Over-Pruned
72	Washington Palm	*Washingtonia robusta*				25	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
73	Cabbage Palm	*Sabal palmetto*				15	10	Relocate	Good (61% to 80%)	Over-Pruned
74	Washington Palm	*Washingtonia robusta*				35	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
75	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
76	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
77	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
78	Coconut Palm	*Washingtonia robusta*				25	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
79	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
79a	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
80	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
81	Carrotwood	*Cupaniopsis anacardioides*			15		20	Remove	Good (61% to 80%)	Cat 1 Invasive, Trunk Damage (Minor)
82	Royal Palm	*Roystonea regia*				25	15	Relocate	Good (61% to 80%)	Over-Pruned
83	Washington Palm	*Washingtonia robusta*				35	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
84	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
85	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
86	Washington Palm	*Washingtonia robusta*				25	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
87	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
88	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
89	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
90	Silver Buttonwood	Conocarpus erectus var. sericeus	14		20		15	Remove	Fair (41% to 60%)	Basal Codominant
91	Carrotwood	*Cupaniopsis anacardioides*			20		15	Remove	Poor (21% to 40%)	Cat 1 Invasive Reduced Canopy (Major)
92	Silver Buttonwood	Conocarpus erectus var. sericeus	13		20		15	Remove	Fair (41% to 60%)	Basal Codominant
93	Foxtail Palm	*Wodyetia bifurcata*	8			20	15	Remove	Good (61% to 80%)	
94	Washington Palm	*Washingtonia robusta*				25	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
95	Washington Palm	*Washingtonia robusta*				15	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
96	Coconut Palm	*Cocos nucifera*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
97	Coconut Palm	*Cocos nucifera*				20	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
98	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
99	Washington Palm	*Washingtonia robusta*				35	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
100	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
101	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
102	Silver Buttonwood	Conocarpus erectus var. sericeus	7		15		15	Remove	Good (61% to 80%)	Reduced Canopy (Moderate)
103	Silver Buttonwood	Conocarpus erectus var. sericeus	7		15		15	Remove	Fair (41% to 60%)	Lopsided/Moderately Reduced Canopy

FILE NAME:
DATE STAMP:

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DESIGN DEVELOPMENT

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REGISTRATION

INTERIM REVIEW
THIS DOCUMENT IS RELEASED FOR INTERIM REVIEW UNDER THE AUTHORITY OF JOBY L. BALINT, AIA AR-0016653 NOT FOR REGULATORY APPROVAL, BIDDING, PERMIT, OR CONSTRUCTION PURPOSES.

DRAWING HISTORY

Nr.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

CONSULTANT

ERIC DOUGLAS HARRISON
No. 6666
Eric D Harrison
STATE OF FLORIDA
LANDSCAPE ARCHITECT

PROJECT STATUS
SITE PLAN RESUBMISSION

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07/02/2025

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RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
TREE DISPOSITION CHART

SHEET NUMBER
TD-3

EXISTING TREE INVENTORY/DISPOSITION CHART

Tree ID	Common Name	Scientific Name	DBH Removed (in)	Multi Trunk	Height (ft)	Clear Trunk Height	Spread (ft)	Disposition	Condition Rating	Observation 1
104	Washington Palm	*Washingtonia robusta*				20	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
105	Washington Palm	*Washingtonia robusta*				20	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
106	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
107	Royal Palm	*Roystonea regia*	11			25	15	Remove	Fair (41% to 60%)	Over-Pruned
108	Washington Palm	*Washingtonia robusta*				30	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
109	Washington Palm	*Washingtonia robusta*				25	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
111	Travelers Palm	*Ravenala madagascariensis*	9			20	25	Remove	Good (61% to 80%)	
112	Cabbage Palm	*Sabal palmetto*				20	10	Relocate	Good (61% to 80%)	Over-Pruned
113	Cabbage Palm	*Sabal palmetto*				20	10	Relocate	Good (61% to 80%)	Over-Pruned
114	Coconut Palm	*Cocos nucifera*				25	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
115	Travelers Palm	*Ravenala madagascariensis*	6			10	10	Remove	Good (61% to 80%)	
116	Travelers Palm	*Ravenala madagascariensis*	8	Yes		20	25	Remove	Good (61% to 80%)	
117	Cabbage Palm	*Sabal palmetto*				8	10	Remove	Fair (41% to 60%)	Insect Damage - Leaves
118	Cabbage Palm	*Sabal palmetto*	3			1	10	Remove	Good (61% to 80%)	
119	Cabbage Palm	*Sabal palmetto*				8	10	Relocate	Good (61% to 80%)	Over-Pruned
120	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
121	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
122	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
123	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
124	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
125	Washington Palm	*Washingtonia robusta*				30	10	Remove	Good (61% to 80%)	Cat 2 Invasive, Over-Pruned
126	Coconut Palm	*Cocos nucifera*				20	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
127	Coconut Palm	*Cocos nucifera*		`		20	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
128	Coconut Palm	*Cocos nucifera*				20	10	Remove	Fair (41% to 60%)	Cat 2 Invasive, Over-Pruned
129	Royal Palm	*Roystonea regia*	12			30	15	Remove	Fair (41% to 60%)	Over-Pruned
130	Live Oak	*Quercus virginiana*			20		20	Relocate	Good (61% to 80%)	Codominant Leaders/No Included Bark
130A	Brazilian Beauty Leaf	*Calophyllum inophyllum*	3		10		8	Remove	Fair (41% to 60%)	
131	Live Oak	*Quercus virginiana*			15		15	Remain	Fair (41% to 60%)	Codominant Leaders - Crossing
132	Cabbage Palm	*Sabal palmetto*	9			5	10	Remove	Good (61% to 80%)	
133	Cabbage Palm	*Sabal palmetto*				10	10	Remain	Good (61% to 80%)	Over-Pruned
134	Brazilian Beauty Leaf	*Calophyllum inophyllum*	12		25		25	Remove	Fair (41% to 60%)	Girdling Roots
135	Brazilian Beauty Leaf	*Calophyllum inophyllum*	12		25		25	Remove	Fair (41% to 60%)	Girdling Roots
136	Live Oak	*Quercus virginiana*	6		10		10	Remove	Poor (21% to 40%)	Basal Codominant/Included Bark - Multi
137	Gumbo Limbo	*Bursera simaruba*	11		20		20	Remove	Poor (21% to 40%)	Basal Codominant/Included Bark - Multi
138	Travelers Palm	*Ravenala madagascariensis*	8	Yes		5	20	Remove	Good (61% to 80%)	
139	*Tree Not Present*									
140	Japanese Privet	*Ligustrum japonicum*	12	Yes	10		10	Remove	Fair (41% to 60%)	Reduced Canopy (Moderate)
141	Cabbage Palm	*Sabal palmetto*	7			5	10	Remove	Good (61% to 80%)	Over-Pruned
142	Cabbage Palm	*Sabal palmetto*				20	10	Remain	Good (61% to 80%)	
143	Green Buttonwood	*Conocarpus erectus*			30		45	Remain	Fair (41% to 60%)	Strap Constricting Trunk
144	Bald Cypress	*Taxodium distichum*			20		20	Remain	Good (61% to 80%)	
145	Bald Cypress	*Taxodium distichum*			20		20	Remain	Good (61% to 80%)	
145A	Bald Cypress	*Taxodium distichum*			25		15	Remain		
146	Bald Cypress	*Taxodium distichum*			25		20	Remain	Good (61% to 80%)	
147	Bald Cypress	*Taxodium distichum*			25		25	Remain	Good (61% to 80%)	
148	Bald Cypress	*Taxodium distichum*		Yes	20		25	Remain	Good (61% to 80%)	
149	Bald Cypress	*Taxodium distichum*			20		20	Remain	Good (61% to 80%)	
150	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	
151	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	
152	Gumbo Limbo	*Bursera simaruba*			20		15	Remain	Fair (41% to 60%)	Restricted Canopy
153	Cabbage Palm	*Sabal palmetto*			12		10	Remain	Good (61% to 80%)	Restricted Canopy
154	Gumbo Limbo	*Bursera simaruba*		Yes	20		20	Remain	Fair (41% to 60%)	Basal Codominant
155	Cabbage Palm	*Sabal palmetto*	6			15	10	Remove	Good (61% to 80%)	Restricted and Suppressed Canopy
156	Cabbage Palm	*Sabal palmetto*	4			15	10	Remove	Fair (41% to 60%)	Restricted and Suppressed Canopy
157	Cabbage Palm	*Sabal palmetto*	7			15	10	Remove	Fair (41% to 60%)	Restricted and Suppressed Canopy

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A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

CONSULTANT

ERIC DOUGLAS HARRISON
No. 6667
Eric D Harrison
STATE OF FLORIDA
LANDSCAPE ARCHITECT

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/02/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

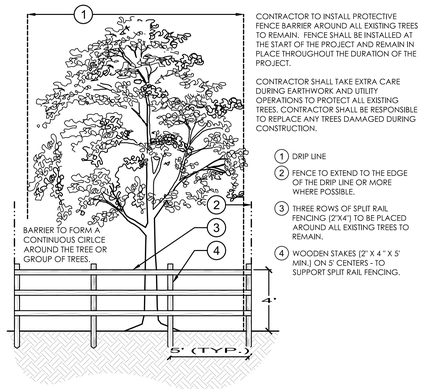
PROJECT NUMBER
1007657.00

SHEET TITLE
TREE DISPOSITION CHART

SHEET NUMBER
TD-4

EXISTING TREE INVENTORY/DISPOSITION CHART

Tree ID	Common Name	Scientific Name	DBH Removed (in)	Multi Trunk	Height (ft)	Clear Trunk Height	Spread (ft)	Disposition	Condition Rating	Observation 1
158	Cabbage Palm	*Sabal palmetto*				10	0	Remove	Dead (0% to 5%)	
159	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	Ficus on Trunk
160	Cabbage Palm	*Sabal palmetto*				20	10	Remain	Good (61% to 80%)	Vine Cover (Heavy)
161	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	Vine Cover (Heavy)
162	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	Vine Cover (Heavy)
163	Cabbage Palm	*Sabal palmetto*				15	0	Remain	Dead (0% to 5%)	Cavities
164	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	Vine Cover (Heavy)
165	Cabbage Palm	*Sabal palmetto*				20	10	Remain	Good (61% to 80%)	Trunk Damage (Minor)
166	Cabbage Palm	*Sabal palmetto*				20	10	Remain	Good (61% to 80%)	Vine Cover (Heavy)
167	Not Present									
168	Cabbage Palm	*Sabal palmetto*				20	10	Remain	Good (61% to 80%)	
169	Cabbage Palm	*Sabal palmetto*				5	10	Remain	Good (61% to 80%)	In Fence
170	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Good (61% to 80%)	Umbrella Tree on Trunk
171	Gumbo Limbo	*Bursera simaruba*			15		20	Remain	Fair (41% to 60%)	Basal Codominant with Adjacent Tree
172	Live Oak	*Quercus virginiana*			30		35	Remain	Fair (41% to 60%)	Lopsided/Moderately Reduced Canopy
173	Gumbo Limbo	*Bursera simaruba*			25		30	Remain	Good (61% to 80%)	Improperly Mulched
174	Cabbage Palm	*Sabal palmetto*				20	10	Relocate	Good (61% to 80%)	Over-Pruned
175	Cabbage Palm	*Sabal palmetto*				20	10	Relocate	Good (61% to 80%)	Over-Pruned
176	Cabbage Palm	*Sabal palmetto*				20	10	Relocate	Good (61% to 80%)	Over-Pruned
177	Cabbage Palm	*Sabal palmetto*				12	10	Remain	Fair (41% to 60%)	Over-Pruned
178	Cabbage Palm	*Sabal palmetto*				15	10	Relocate	Good (61% to 80%)	Over-Pruned
179	Cabbage Palm	*Sabal palmetto*				20	10	Relocate	Good (61% to 80%)	Over-Pruned
180	Cabbage Palm	*Sabal palmetto*				25	10	Relocate	Good (61% to 80%)	Over-Pruned
181	Cabbage Palm	*Sabal palmetto*				12	10	Remain	Fair (41% to 60%)	Over-Pruned
182	Cabbage Palm	*Sabal palmetto*				15	10	Remain	Fair (41% to 60%)	Over-Pruned
183	Cabbage Palm	*Sabal palmetto*				12	5	Remain	Fair (41% to 60%)	Over-Pruned
184	Panama Berry Tree	*Muntingia calabura*			20		25	Remove	Fair (41% to 60%)	Moderate Invasive, Codominant Leaders/Included Bark
185	Cabbage Palm	*Sabal palmetto*				25	10	Relocate	Good (61% to 80%)	Over-Pruned
186	Moringa	*Moringa oleifera*			20		20	Remove	Fair (41% to 60%)	Cat 1 Invasive, Leaning (Minor)
186a	Unknown Tree				5		4	Remain	Fair (41% to 60%)	
187	Cabbage Palm	*Sabal palmetto*		Yes		15	20	Remain	Good (61% to 80%)	Over-Pruned
187a	Gumbo Limbo	*Bursera simaruba*	3		12		10	Remove	Fair (41% to 60%)	
188	Gumbo Limbo	*Bursera simaruba*	3		15		15	Remove	Good (61% to 80%)	Strap Constricting Trunk
189	Coconut Palm	*Cocos nucifera*				1	15	Remove	Good (61% to 80%)	Cat 2 Invasive
190	Royal Palm	*Roystonea regia*				25	15	Relocate	Good (61% to 80%)	
190a	Unknown Tree				5		6	Remove	Fair (41% to 60%)	
191	Coconut Palm	*Cocos nucifera*				1	15	Remove	Good (61% to 80%)	Cat 2 Invasive
192	Coconut Palm	*Cocos nucifera*				1	15	Remove	Good (61% to 80%)	Cat 2 Invasive
193	Foxtail Palm	*Wodyetia bifurcata*		Yes		5	10	Remain	Fair (41% to 60%)	Nutrient Deficiency
194	Foxtail Palm	*Wodyetia bifurcata*		Yes		5	0	Remain	Fair (41% to 60%)	Nutrient Deficiency
195	Foxtail Palm	*Wodyetia bifurcata*		Yes		5	10	Remain	Fair (41% to 60%)	Nutrient Deficiency
		Total DBH to be Removed (Inches)	**762**							



CONTRACTOR TO INSTALL PROTECTIVE FENCE BARRIER AROUND ALL EXISTING TREES TO REMAIN. FENCE SHALL BE INSTALLED AT THE START OF THE PROJECT AND REMAIN IN PLACE THROUGHOUT THE DURATION OF THE PROJECT.

CONTRACTOR SHALL TAKE EXTRA CARE DURING EARTHWORK AND UTILITY OPERATIONS TO PROTECT ALL EXISTING TREES. CONTRACTOR SHALL BE RESPONSIBLE TO REPLACE ANY TREES DAMAGED DURING CONSTRUCTION.

1. DRIP LINE
2. FENCE TO EXTEND TO THE EDGE OF THE DRIP LINE OR MORE WHERE POSSIBLE.
3. THREE ROWS OF SPLIT RAIL FENCING (2"X4") TO BE PLACED AROUND ALL EXISTING TREES TO REMAIN.
4. WOODEN STAKES (2" X 4 " X 5' MIN.) ON 5' CENTERS - TO SUPPORT SPLIT RAIL FENCING.

1 TREE PROTECTION FENCING

1/4" = 1'-0" 329343-38

TREE DISPOSITION NOTES

1. ROOT PRUNING AND WATERING PRIOR TO CONSTRUCTION:
   - 1.1. TREE ROOT PRUNING AND TRIMMING, SHALL BE PERFORMED UNDER THE SUPERVISION OF A CERTIFIED & LICENSED ARBORIST.
   - 1.2. ROOT PRUNE TREES A PER CHART BELOW PRIOR TO CONSTRUCTION. PRIOR TO ROOT PRUNING, THOROUGHLY WATER THE ROOT ZONE WITH AT LEAST 2 TO 3 INCHES OF WATER FOR 2 TO 3 DAYS PRIOR TO ROOT PRUNING. SEE BELOW FOR RELOCATION TIMELINE.

MINIMUM ROOT PRUNING WAITING TIME PRIOR TO RELOCATION

TREE CALIPER	WAITING PERIOD
< or = 5"	Tree Spade no waiting period
6-8"	2 Months
9-10"	3 Months
11-12"	4 Months
13-16"	5 Months
>16"	6 Months +

MINIMUM ROOT BALL SIZES

A.A. FOR SMALL TREES UP TO 5 FT (1.5M), DECIDUOUS SHRUBS UP TO 9 FT (2.7M), AND COLUMNAR EVERGREENS OVER 3FT (0.9M). ROOT BALLS OF CONICAL EVERGREENS AND BROADLEAF EVERGREENS ARE AT LEAST ONE SIZE LARGER.

A.B. TREES 6 IN (15CM) AND GREATER CALIPER SHOULD HAVE A ROOT BALL OF 10IN (25CM) DIAMETER PER INCH OF TRUNK CALIPER, THAT IS, A 7IN (18CM) TREE SHOULD HAVE A 70IN (1.8M) DIAMETER ROOT BALL.
NOTE: CALIPER OF THE TRUNK MEASURED 6 IN (15CM) ABOVE THE GROUND UP TO AND INCLUDING 4 IN (10CM) SIZE AND 12 IN (30CM) ABOVE THE GROUND FOR LARGER SIZES.

- 1.2.1. PROVIDE TEMPORARY IRRIGATION FOR EACH TREE THROUGHOUT THE DURATION OF CONSTRUCTION.
- 1.2.2. ROOT PRUNE TREES, SHOWN ON PLAN IN AREAS WHERE ROOTS WILL CONFLICT WITH CONSTRUCTION ACTIVITY. PRUNING OF ROOTS SHOULD BE DONE IN A MANNER TO PRESERVE THE GREATEST AMOUNT OF THE ROOT BASE AS POSSIBLE.
- 1.2.3. BACKFILL TRENCH WITH PLANTING SOIL.
- 1.2.4. FERTILIZE WITHIN THE ROOT ZONE (SEE NOTE 1.4).
- 1.3. ROOT PRUNING SHALL BE ACCOMPLISHED BY DIGGING A TRENCH AROUND THE TREE IN AREAS WHERE PROPOSED SITE WORK WILL BE PERFORMED. TRENCHING SHALL BE AT A MINIMUM OF 24" DEEP. ROOT PRUNE ONLY WITH A MECHANICAL ROOT-PRUNING SAW OR A TRENCHER WITH A MAXIMUM TRENCH WIDTH OF 8".
- 1.4. ALL EXPOSED ROOTS SHALL BE CUT OFF SMOOTHLY, WITH SHARP INSTRUMENTS. BACKFILL TRENCHES WITH SOIL CONSISTING OF 30% SILICA SAND AND 70% MUCK. WATER THOROUGHLY AFTER ROOT PRUNING, AND ONCE WEEKLY DURING THE ROOT REGENERATION PERIOD, WITH A SOLUBLE FERTILIZER THAT HAS A 20.20.20 ANALYSIS AT MANUFACTURER'S RECOMMENDED RATE.

2. BRACING AND GUYING OF TREES AFTER ROOT PRUNING
   - 2.1. BRACING AND GUYING SHALL BE PROVIDED TO ASSURE THE TREES' STABILITY DURING THE ROOT REGENERATION PERIOD; AS PER THE APPLICABLE DETAIL(S).

3. ROOT ZONE PROTECTION
   - 3.1. DURING THE ENTIRE CONSTRUCTION PERIOD ALL REASONABLE EFFORTS SHALL BE MADE TO PROTECT THE ROOT ZONE FROM DAMAGE. TREE PROTECTION BARRICADING SHALL BE ERECTED AROUND THE TREES. ALL PLANT MATERIAL DESIGNATED TO BE SAVED, OR OUTSIDE OF THE LIMITS OF CONSTRUCTION, SHALL BE PROTECTED DURING CONSTRUCTION WORK. WORK UNDER THESE ITEMS WILL INCLUDE CONSTRUCTION AND MAINTENANCE OF TEMPORARY BARRICADE FENCING TO PROTECT THE ROOT ZONES OF EXISTING TREES AND OTHER PLANTINGS.
   - 3.2. A PROTECTION BARRIER OR TEMPORARY FENCE OF AT LEAST 4 FEET IN HEIGHT SHALL BE INSTALLED AROUND EACH TREE TO BE PROTECTED AND PRESERVED. THE TREE PROTECTION SHALL BE INSTALLED PRIOR TO THE ACTUAL CONSTRUCTION START AND MAINTAINED FOR THE DURATION OF THE PROJECT.
   - 3.3. TREE BARRICADE FENCING SHALL BE; AS PER THE APPLICABLE DETAIL(S).

TREE CANOPY PRUNING NOTES

1. THE SCOPE OF THE WORK FOR MAY REQUIRE THE TRIMMING OF EXISTING TREE CANOPY TO ACCOMMODATE THE PROPOSED SITE IMPROVEMENTS. IF CANOPY TRIMMING IS REQUIRED THE CONTRACTOR SHALL TRIM EXISTING TREES IN ACCORDANCE WITH THE FOLLOWING:
2. CANOPY TRIMMING SHALL BE PERFORMED IMPLEMENTING ANSI-A300 (AMERICAN NATIONAL STANDARDS INSTITUTE) PRUNING STANDARDS BY OR UNDER THE SUPERVISION OF AN ISA CERTIFIED ARBORIST. TRIMMING INCLUDES BOTH HARDWOOD (DICOTYLEDON) AND PALM (MONOCOTYLEDON) SPECIES.
3. THE CONTRACTOR WILL ENSURE THAT ANY POTENTIAL CANOPY REDUCTION WILL BE KEPT TO A MINIMUM BY REMOVING ONLY WHAT IS NECESSARY TO ACHIEVE THE REQUIRED CLEARANCES FOR THE INSTALLATION OF THE PROPOSED SITE IMPROVEMENTS. WHEN THE PRUNING OF A BRANCH WILL RESULT IN THE REMOVAL OF ONE-HALF (1/2) OF THE FOLIAGE ON THAT BRANCH, IT SHOULD BE REMOVED TO THE PARENT STEM. IF CANOPY REDUCTION WILL RESULT IN A FOLIAGE LOSS GREATER THAN OR EQUAL TO ONE-QUARTER (1/4) OF ANY SINGLE TREE CANOPY, THE CONTRACTOR WILL BE REQUIRED TO CONTACT THE PROJECT CEI AND CITY PROJECT REPRESENTATIVE PRIOR TO TRIMMING. TREES THAT ARE PRUNED IN A MANOR INCONSISTENT WITH THE ANSI - A300 PRUNING STANDARDS (INCLUDING BUT NOT LIMITED TO: IMPROPER PRUNING CUTS, EXCESSIVE CANOPY REDUCTION, HEADER CUTS, LION TAILING, HAT RACKING OR TOPPING) WILL REQUIRE THE REMOVAL AND MITIGATION OF THE SUBJECT TREE AT THE CONTRACTOR'S EXPENSE AND MAYBE SUBJECT TO ADDITIONAL FINES AS DETERMINED BY THE GOVERNING ENTITY.

This item has been digitally signed and sealed by **ERIC D. HARRISON, RLA,** on the date adjacent to the seal.

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FILE NAME:
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INTERIM REVIEW
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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

CONSULTANT

ERIC DOUGLAS HARRISON — No. 6666 — STATE OF FLORIDA — LANDSCAPE ARCHITECT

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/02/2025

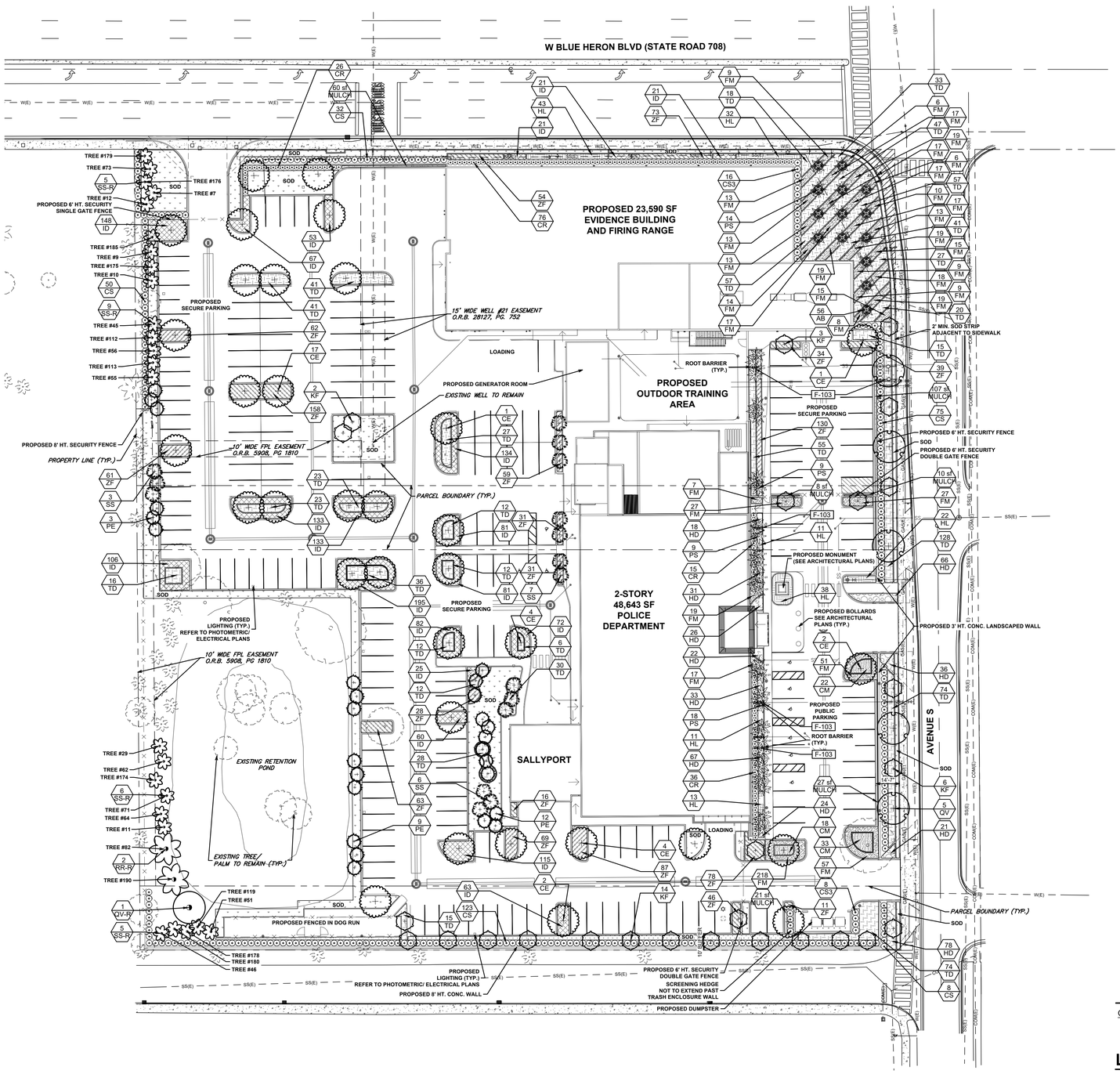
PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
TREE DISPOSITIOI CHART & DETAIL

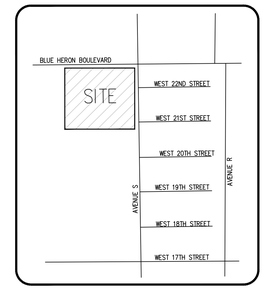
SHEET NUMBER
TD-5
5 8



GRAPHIC SCALE
0 15 30 60
1 INCH = 30 FEET

Sunshine811
Call 811 or visit sunshine811.com two full business days before digging to have buried facilities located and marked.
Check positive response codes before you dig!

ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM 1988 (NAVD 1988)



LOCATION MAP
N.T.S.

PLANT SCHEDULE

SYMBOL	CODE	QTY	COMMON / BOTANICAL NAME	CONT	SIZE	NATIVE
TREES						
	CE	34	BUTTONWOOD / CONOCARPUS ERECTUS MIN. 6' CT	SEE SIZE	12' HT, 5' SPRD, 2" DBH	YES
	PE	27	SLASH PINE / PINUS ELLIOTTII MIN. 6' CT	SEE SIZE	12' HT, 5' SPRD, 2" DBH	YES
	QV	5	SOUTHERN LIVE OAK / QUERCUS VIRGINIANA MIN. 6' CT	SEE SIZE	12' HT, 5' SPRD, 2" DBH	YES
ACCENT TREES						
	KF	26	BLACK IRONWOOD / KRUGIODENDRON FERREUM MIN. 5' CT	SEE SIZE	10' HT, 5' SPRD, 1.5" DBH	YES
PALMS						
	SS	16	CABBAGE PALMETTO / SABAL PALMETTO SLICK TRUNK	SEE SIZE	8'-10' CT, STAGGERED	YES
	PS	50	SOLITAIRE PALM / PTYCHOSPERMA ELEGANS SINGLE TRUNK, STAGGERED HT. REFER TO PLANS FOR INSTALLED HEIGHTS	SEE SIZE	8' - 16' CT	NO
RELOCATED PALMS						
	SS-R	25	CABBAGE PALMETTO / SABAL PALMETTO	RELOCATED		YES
	RR-R	2	ROYAL PALM / ROYSTONEA REGIA	RELOCATED		YES
RELOCATED TREES						
	QV-R	1	SOUTHERN LIVE OAK / QUERCUS VIRGINIANA	RELOCATED		YES

SYMBOL	CODE	QTY	COMMON / BOTANICAL NAME	CONT	SIZE	NATIVE	SPACING
SHRUBS							
	AB	56	ORANGE BROMELIAD / AECHMEA BLANCHETIANA	SEE SIZE	24" HT, FULL	NO	36" o.c.
	CR	153	RED TIP COCO PLUM / CHRYSOBALANUS ICACO 'RED TIP'	SEE SIZE	24" HT, 24" SPRD	YES	36" o.c.
	CS	288	SMALL LEAF CLUSIA / CLUSIA GUTTIFERA	SEE SIZE	36" HT, 36" SPRD	YES	48" o.c.
	CS3	24	SMALL LEAF CLUSIA / CLUSIA GUTTIFERA	SEE SIZE	6` HT, FULL	YES	48" o.c.
SHRUB AREAS							
	TD	1,036	DWARF FAKAHATCHEE GRASS / TRIPSACUM FLORIDANUM	SEE SIZE	18" HT, 18" SPRD	YES	30" o.c.
	ZF	1,130	FLORIDA COONTIE / ZAMIA FLORIDANA	SEE SIZE	12" HT, 12" SPRD	YES	18" o.c.
	FM	592	GREEN ISLAND FICUS / FICUS MICROCARPA	SEE SIZE	12" HT, 12" SPRD	NO	24" o.c.
	CM	73	MAGNIFICENT CROTON / CODIAEUM VARIEGATUM 'MAGNIFICENT'	SEE SIZE	24" HT, 24" SPRD	NO	24" o.c.
	HL	170	SPIDER LILY / HYMENOCALLIS LATIFOLIA	SEE SIZE	12" HT, 12" SPRD	YES	24" o.c.
GROUND COVERS							
	HD	422	DUNE SUNFLOWER / HELIANTHUS DEBILIS	SEE SIZE	6" HT, 6" SPRD	YES	18" o.c.
	ID	1,611	SCHILLINGS DWARF YAUPON HOLLY / ILEX VOMITORIA 'SCHILLINGS DWARF'	SEE SIZE	14" HT, 14" SPRD	YES	18" o.c.
MULCH							
	MULCH	423 SF	MULCH / MULCH	MULCH			
SOD							
	SOD	11,899 SF	FLORATAM ST. AUGUSTINE GRASS / STENOTAPHRUM SECUNDATUM 'FLORATAM'	SOD			

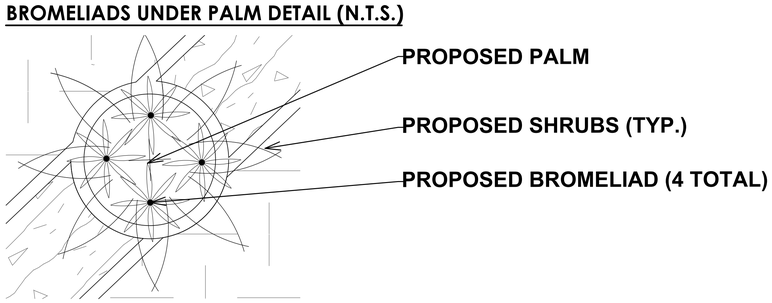
FENCE SCHEDULE

CODE	DESCRIPTION	QTY
F-103	ROOT BARRIER	93 LF

LANDSCAPE CALCULATIONS

PARKING SEC. 31-610	REQUIRED	PROVIDED	NOTES
Adjacent Street Ave. S (408.99 L.F Less drive aisles = 326.2').	10' Landscape Strip 1 Tree/ 20 L.F. (16 Trees) Hedge/ Wall or Berm	10' Landscape Strip 11 Trees 3' HT Wall; 3' HT Hedge	Deficit in 5 trees due to site constraints; utility conflicts and safe site triangles
Adjacent Street at Suncoast High School (235.79 L.F.)	10' Landscape Strip 1 Tree/ 20 L.F. (12 Trees) Hedge/ Wall or Berm	10' Landscape Strip 12 Trees 8' HT Wall; 3' HT Hedge	
1 Shade/ Terminal Island (50% Shade Trees)	51 (25.5 Shade Trees)	39 Proposed Trees (32 Shade Trees) 4 Existing Trees 6 Palms	Deficit of 6 trees due to site constraints; utility conflicts; easement conflicts
NATIVE SPECIES	**REQUIRED**	**PROVIDED**	**NOTES**
1 Tree/ 1,500 S.F.	157	158	
Palms (<20% of Required Trees)	33	66	42% of trees are palms due to scale and size of building as well as site constraints with parking island widths, etc.
	60% Native Shade Trees	100%	83 Total Proposed Trees
	70% Native Shrubs	87%	5,555 Total Proposed Shrubs; 4,834 Native
PLANT SIZING	**REQUIRED**	**PROVIDED**	**NOTES**
Shade Tree	12' HT., 2" DBH., 5' SPRD	12' HT., 2" DBH., 5' SPRD	
Accent Tree	10' HT., 1.5" DBH., 5' SPRD	10' HT., 1.5" DBH., 5' SPRD	
Palms	8' CT	8' CT	

BROMELIADS UNDER PALM DETAIL (N.T.S.)



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A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

CONSULTANT

ERIC DOUGLAS HARRISON — No. 0016529 — 560 Harrison — STATE OF FLORIDA — LANDSCAPE ARCHITECT

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RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
LANDSCAPE PLAN

SHEET NUMBER
LD-1
6 8

LANDSCAPE SPECIFICATIONS

1. GENERAL
   - 1.1. WORK PERFORMED SHALL COMPLY WITH THE FOLLOWING:
     - 1.1.1. THESE GENERAL NOTES, CONSTRUCTION DOCUMENTS AND SPECIFICATIONS.
     - 1.1.2. ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES, ORDINANCES AND REGULATIONS.
   - 1.2. SOURCE OF BASE INFORMATION IS PROVIDED BY [ADD HERE] ON [ADD DATE HERE] AND IS ASSUMED TO BE CORRECT. IF SITE DISCREPANCIES ARE PRESENT, CONTRACTOR SHALL NOTIFY OWNER'S REPRESENTATIVE IMMEDIATELY. IF CONTRACTOR CONTINUES WORK WITHOUT THE PROPER NOTIFICATION, CONTRACTOR DOES SO AT HIS OWN RISK.
   - 1.3. THE CONTRACTOR SHALL FURNISH ALL MATERIALS, LABOR, SUPERVISION, AND EQUIPMENT REQUIRED FOR THE WORK AS SHOWN ON THE CONSTRUCTION DOCUMENTS DESCRIBED HEREIN.
   - 1.4. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH SUB-CONTRACTORS AS REQUIRED TO COMPLETE THE WORK OF THIS PROJECT.
   - 1.5. CONTRACTOR SHALL VERIFY LOCATIONS OF PERTINENT SITE IMPROVEMENTS INSTALLED UNDER OTHER CONTRACTS. IF ANY PART OF THIS PLAN CANNOT BE FOLLOWED DUE TO SITE CONDITIONS, CONTACT OWNER'S REPRESENTATIVE FOR INSTRUCTIONS PRIOR TO COMMENCING WORK.
   - 1.6. CONTRACTOR TO NOTIFY "SUNSHINE STATE ONE CALL OF FLORIDA, INC." AT 1-800-432-4770 TWO FULL BUSINESS DAYS PRIOR TO DIGGING FOR UNDERGROUND UTILITY LOCATIONS.
   - 1.7. CONTRACTOR IS RESPONSIBLE FOR DETERMINING ALL UTILITY LOCATIONS AND INSTALLING FACILITIES SO AS TO NOT CONFLICT. THE LOCATION OF EXISTING UTILITIES OR SITE FEATURES AS SHOWN ON THE PLANS MAY VARY IN RELATION TO ACTUAL EXISTING CONDITIONS. ANY DIFFERING SITE CONDITIONS FROM THAT WHICH IS REPRESENTED HEREON, WHETHER ABOVE, ON OR BELOW THE SURFACE OF THE GROUND, SHOULD BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE LANDSCAPE ARCHITECT AND THE OWNER IN WRITING. NO CLAIM FOR EXPENSES INCURRED BY THE CONTRACTOR DUE TO DIFFERING SITE CONDITIONS WILL BE ALLOWED IF THE CONTRACTOR FAILS TO PROVIDE THE REQUIRED WRITTEN NOTIFICATION OF SUCH CONDITIONS FOR REVIEW BY THE LANDSCAPE ARCHITECT AND THE OWNER.
   - 1.8. CONTRACTOR SHALL NOTIFY ALL APPROPRIATE UTILITY COMPANIES OF PROPOSED START OF WORK IN ACCORDANCE WITH THEIR STANDARD REQUIREMENTS, INCLUDING BUT NOT LIMITED TO, WATER, SANITARY SEWER, POWER, NATURAL GAS, TELEPHONE AND CABLE TV COMPANIES.
   - 1.9. IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO TAKE THE NECESSARY PRECAUTIONS TO ENSURE PROPER SAFETY AND WORKMANSHIP WHEN WORKING IN THE VICINITY OF EXISTING UTILITY LINES.
   - 1.10. PERFORM EXCAVATION IN THE VICINITY OF UNDERGROUND UTILITIES WITH CARE AND BY HAND, IF NECESSARY. THE CONTRACTOR BEARS FULL RESPONSIBILITY FOR THIS WORK AND DISRUPTION OF DAMAGE TO UTILITIES SHALL BE REPAIRED IMMEDIATELY AND AT NO EXPENSE TO THE OWNER.
   - 1.11. THE SUCCESSFUL BIDDER SHALL FURNISH TO THE OWNER A UNIT PRICE BREAKDOWN FOR ALL MATERIALS. THE OWNER MAY, AT ITS DISCRETION, ADD OR DELETE FROM THE MATERIALS UTILIZING THE UNIT PRICE BREAKDOWN SUBMITTED.
   - 1.12. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE THAT ALL REQUIRED PERMITS ARE OBTAINED AND ARE IN HAND AT THE JOB SITE PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. CONTRACTOR SHALL ABIDE BY ALL PERMIT CONDITIONS.
2. PRE-CONSTRUCTION RESPONSIBILITY
   - 2.1. UPON RECEIPT OF NOTICE OF AWARD, THE CONTRACTOR SHALL ARRANGE A PRE-CONSTRUCTION CONFERENCE TO INCLUDE ALL INVOLVED GOVERNMENTAL AGENCIES, ALL AFFECTED UTILITY OWNERS, THE OWNER, THE LANDSCAPE ARCHITECT, ANY OTHER PERTINENT PARTIES AND HIMSELF.
   - 2.2. CONTRACTOR SHALL PROVIDE TEMPORARY SANITARY FACILITIES ONSITE. LOCATION TO BE DETERMINED BY THE OWNER. JANITORIAL SERVICES SHALL BE PROVIDED BY CONTRACTOR THROUGHOUT THE DURATION OF PROJECT.
   - 2.3. PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY THE SIZE, LOCATION, ELEVATION, AND MATERIAL OF ALL EXISTING UTILITIES WITHIN THE AREA OF CONSTRUCTION.
   - 2.4. IF UPON EXCAVATION, AN EXISTING UTILITY IS FOUND TO BE IN CONFLICT WITH THE PROPOSED CONSTRUCTION OR TO BE OF A SIZE OR MATERIAL DIFFERENT FROM THAT SHOWN ON THE PLANS; THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE LANDSCAPE ARCHITECT.
   - 2.5. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO MAKE ARRANGEMENTS FOR THE FIELD LOCATIONS AND FOR ANY TREES PROPOSED FOR RELOCATION. THIS SHALL BE DONE IN A TIMELY MANNER TO MINIMIZE IMPACT ON CONSTRUCTION SCHEDULE. ANY DELAY CAUSED BY THE CONTRACTOR BY THE RELOCATION OF TREES SHALL BE INCIDENTAL TO THE CONTRACT AND NO EXTRA COMPENSATION WILL BE ALLOWED.
   - 2.6. CONTRACTOR SHALL VERIFY LIMITS OF CONSTRUCTION AS NOTED ON THE PLANS. ANY WORK PERFORMED OUTSIDE OF THE AGREED UPON LIMITS OF CONSTRUCTION SHALL BE DONE AT THE EXPENSE OF THE CONTRACTOR.
3. SITE DEMOLITION
   - 3.1. ITEMS SHALL REMAIN UNLESS OTHERWISE NOTED ON THE PLAN(S). REMOVE DESIGNATED ITEMS SHOWN ON THE PLAN TO THE FULL DEPTH OF THEIR CONSTRUCTION UNLESS OTHERWISE NOTED.
   - 3.2. ALL HARDSCAPE DESIGNATED FOR REMOVAL SHALL BE SAW CUT, LEAVING UNIFORM EDGES TO THE GREATEST EXTENT POSSIBLE. MATERIAL EDGES TO REMAIN SHALL BE SHORED UP AND PROTECTED DURING CONSTRUCTION TO PRESERVE EDGE INTACT. REPAIRS TO DAMAGED EDGES SHALL BE REPAIRED BY CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
   - 3.3. NO EXISTING MATERIAL SHALL BE USED IN NEW CONSTRUCTION UNLESS NOTED ON THE PLANS OR APPROVED DURING THE SHOP DRAWING APPROVAL PROCESS.
   - 3.4. SALVAGE EXISTING MATERIALS AS INDICATED ON THE PLANS. SALVAGED MATERIALS SHALL BE HANDLED WITH CARE AND STORED ON-SITE OR AS DIRECTED BY OWNER. CLEAN ALL DEBRIS AND CONSTRUCTION MATERIAL FROM SALVAGED ITEMS; REUSE AS DIRECTED BY OWNER'S REPRESENTATIVE.
   - 3.5. REMOVE DEMOLISHED MATERIALS FROM SITE AND DISPOSE OF AS REQUIRED BY LOCAL, STATE OR FEDERAL LAWS.
   - 3.6. CONTRACTOR SHALL PROTECT ADJACENT WATER BODIES, COASTAL DUNE SYSTEMS AND PROPERTIES FROM DAMAGE BY SEDIMENTATION OR OTHER POTENTIAL CONSTRUCTION RELATED CAUSES.
   - 3.7. ALL IRRIGATION IN DEMOLITION AREA TO BE CAPPED AND ADJUSTED AS NECESSARY TO ENSURE OVERALL SYSTEM IS NOT AFFECTED.
4. TREE PRESERVATION
   - 4.1. ALL TREES TO BE PRESERVED AS INDICATED ON THE TREE DISPOSITION PLAN SHALL BE PROTECTED BY A TREE PROTECTION BARRICADE, UNLESS OTHERWISE NOTED ON PLAN.
   - 4.2. TREE PROTECTION BARRICADES SHALL BE PROVIDED BY LANDSCAPE CONTRACTOR AROUND THE DRIP LINE OF EXISTING TREES TO BE PRESERVED IN PLACE, AS SHOWN ON PLAN. PRESERVATION BARRICADES SHALL BE LEFT IN PLACE THROUGHOUT DURING ALL PHASES OF CONSTRUCTION.
   - 4.3. PRIOR TO ANY CONSTRUCTION A TREE PROTECTION BARRICADE INSPECTION SHALL BE CONDUCTED BY THE LANDSCAPE ARCHITECT, OWNER OR GOVERNING MUNICIPALITY. REFER TO PLANS FOR TREE PRESERVATION BARRICADE FENCING DETAIL.
   - 4.4. IF EXCAVATION IN THE VICINITY OF A PROTECTED TREE IS REQUIRED, CONTRACTOR SHALL ROOT PRUNE TREES, UNDER THE SUPERVISION OF A CERTIFIED ARBORIST IN ACCORDANCE TO THE FOLLOWING CONDITIONS:
     - 4.4.1. ROOT PRUNE TREES A MINIMUM OF EIGHT (8) WEEKS PRIOR TO CONSTRUCTION. PRIOR TO ROOT PRUNING, THOROUGHLY WATER THE ROOT ZONE WITH AT LEAST 2 TO 3 INCHES OF WATER FOR 2 TO 3 DAYS PRIOR TO ROOT PRUNING. SEE BELOW FOR RELOCATION TIMELINE.
       1. PROVIDE TEMPORARY IRRIGATION FOR EACH TREE THROUGHOUT THE DURATION OF CONSTRUCTION.
       2. ROOT PRUNE TREES, SHOWN ON PLAN IN AREAS WHERE ROOTS WILL CONFLICT WITH CONSTRUCTION ACTIVITY. PRUNING OF ROOTS SHOULD BE DONE IN A MANNER TO PRESERVE THE GREATEST AMOUNT OF THE ROOT BASE AS POSSIBLE.
       3. BACKFILL TRENCH WITH PLANTING SOIL.
       4. FERTILIZE WITHIN THE ROOT ZONE (SEE BELOW).
     - 4.4.2. ROOT PRUNING SHALL BE ACCOMPLISHED BY DIGGING A TRENCH AROUND THE TREE IN AREAS WHERE PROPOSED SITE WORK WILL BE PERFORMED. TRENCHING SHALL BE AT A MINIMUM OF 24" DEEP. ROOT PRUNE ONLY WITH A MECHANICAL ROOT-PRUNING SAW OR A TRENCHER WITH A MAXIMUM TRENCH WIDTH OF 8".
     - 4.4.3. ALL EXPOSED ROOTS SHALL BE CUT OFF SMOOTHLY, WITH SHARP INSTRUMENTS. BACKFILL TRENCHES WITH SOIL CONSISTING OF 30% SILICA SAND AND 70% MUCK. WATER THOROUGHLY AFTER ROOT PRUNING, AND ONCE WEEKLY DURING THE ROOT REGENERATION PERIOD, WITH A SOLUBLE FERTILIZER THAT HAS A 20.20.20 ANALYSIS AT MANUFACTURER'S RECOMMENDED RATE.
   - 4.5. THE CONTRACTOR SHALL FIELD STAKE THE LIMIT OF ROOT PRUNING. LIMITS OF ROOT PRUNING SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO ANY EXCAVATION. DO NOT ROOT PRUNE FOR IRRIGATION OR ELECTRICAL LINES WITHIN DRIP LINES OF EXISTING TREES. COORDINATE ALL TRENCHING REQUIRED FOR UTILITY WORK WITH THE LANDSCAPE PLANS.
   - 4.6. ROOT PRUNING SHALL OCCUR IN ACCORDANCE WITH TREE RELOCATION NOTES AS NOTED ON PLANS.
5. PLANTING SOIL
   - 5.1. ALL TREES SHALL BE PLANTED WITH A MINIMUM OF 12" TOPSOIL AROUND AND BENEATH THE ROOTBALL.
   - 5.2. ALL TREES SHALL BE PLANTED WITH A MINIMUM OF 6" TOPSOIL AROUND AND BENEATH THE ROOTBALL.
   - 5.3. MINIMUM TOPSOIL SHALL BE 2" FOR SODDED GRASS AREAS.
   - 5.4. PLANTING SOIL MIX SHALL BE A WEED FREE MIX AS FOLLOWS:
     - 5.4.1. DICOT TREES & SHRUBS: 50% SAND, 40% MUCK & 10% PEAT
     - 5.4.2. MONOCOT PALMS: 70% SAND & 30% MUCK
     - 5.4.3. TURF: 80% SAND, 10% PEAT & 10% MUCK
6. LANDSCAPE PLANTING
   - 6.1. THIS PLAN HAS BEEN DESIGNED TO MEET OR EXCEED ALL APPLICABLE CODES.
   - 6.2. THE PLANTING PLAN SHALL BE INSTALLED IN COMPLIANCE WITH ALL EXISTING CODES AND APPLICABLE DEED RESTRICTIONS.
   - 6.3. PLANT MATERIAL: ALL PLANT MATERIAL SHALL BE FLORIDA #1 OR BETTER AS ESTABLISHED BY "GRADES AND STANDARDS FOR NURSERY PLANTS" OF THE STATE OF FLORIDA, DEPARTMENT OF AGRICULTURE.
   - 6.4. ALL PLANT MATERIAL SHALL BE TRUE TO THE BOTANICAL NAME, GENUS, SPECIES AND/OR HYBRID DESIGNATION.
   - 6.5. ALL TREES, SHRUBS AND GROUNDCOVERS SHALL BE OF THE SIZES (HEIGHT & SPREAD) AS SPECIFIED IN THE PLANT LIST. CONTAINER SIZE IS FOR REFERENCE PURPOSES ONLY. ALL PLANT MATERIAL SHALL MEET OR EXCEED THE MINIMUM SIZES AT INSTALLATION, AS SPECIFIED IN THE PLANT LIST.
   - 6.6. QUANTITIES LISTED ON THE PLANT LIST ARE FOR ESTIMATING PURPOSES. CONTRACTOR SHALL VERIFY ALL QUANTITIES. MULCH, TOPSOIL, FERTILIZER, ETC. SHALL BE INCLUDED IN THE UNIT COST OF THE PLANTS.
   - 6.7. WHERE THERE IS A DISCREPANCY EITHER IN QUANTITIES, PLANT NAMES, SIZES OR SPECIFICATIONS BETWEEN THE PLAN OR PLANT LIST, THE PLAN TAKES PRECEDENCE.
   - 6.8. ALL SUBSTITUTIONS AND CHANGES SHALL BE APPROVED IN WRITING PRIOR TO INSTALLATION. ANY DISCREPANCIES BETWEEN PLANS, SITE AND SPECIFICATIONS SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE LANDSCAPE ARCHITECT, THE OWNER AND/OR GOVERNING MUNICIPALITY.
   - 6.9. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING FINAL GRADING OF ALL ASSOCIATED PLANTING AREAS.
   - 6.10. AFTER FINAL GRADE, LANDSCAPE AREAS ARE TO BE RAKED TO A DEPTH OF 6". ALL ROCK AND FOREIGN INORGANIC MATERIALS SHALL BE REMOVED AND DISPOSED OF PROPERLY OFF-SITE.
   - 6.11. ALL PLANTING HOLES TO BE HAND DUG EXCEPT WHERE MACHINE DUG HOLES WILL NOT ADVERSELY AFFECT EXISTING TREES, DAMAGE UTILITIES OR OTHER IMPROVEMENTS.
   - 6.12. ALL PLANTING BEDS IN OPEN AREAS AND AROUND BUILDING FOUNDATIONS SHALL BE EXCAVATED TO A DEPTH OF TWENTY-FOUR INCHES (24") AND BACK FILLED WITH SOIL MIX AS SPECIFIED IN SECTION 5.00. PLANTING BED SHALL BE FREE FROM ROCK, CONSTRUCTION DEBRIS OR OTHER EXTRANEOUS MATERIAL.
   - 6.13. ALL PLANTING BEDS IN MEDIANS, HARDSCAPE AREAS OR AREAS ENCOMPASSED BY IMPERVIOUS MATERIAL SHALL BE EXCAVATED TO A DEPTH OF THIRTY-SIX INCHES (36") OR UNTIL NATIVE SOILS ENCOUNTERED TO ENSURE DRAINAGE. BACK FILL WITH SOIL MIX AS SPECIFIED IN SECTION 5.00. PLANTING BED SHALL BE FREE FROM ROCK, CONSTRUCTION DEBRIS OR OTHER EXTRANEOUS MATERIAL.
   - 6.14. EXCAVATE PLANTING PITS TO A DEPTH SO THAT THE TRUNK FLARE AND FIRST ORDER LATERAL ROOT(S) WILL BE PLANTED AT FINISH GRADE OR SLIGHTLY HIGHER. ADVENTITIOUS ROOTS ARE NOT CONSIDERED FIRST ORDER ROOTS.
   - 6.15. BURLAP, SYNTHETIC STRING, CORDS AND/OR LIFTING ROPES SHALL BE REMOVED FROM THE ROOTBALLS BEFORE ANY TREES ARE PLANTED. THE TOP 1/3RD OF BURLAP MUST BE REMOVED FROM HE TOP OF THE ROOTBALLS. THE TOP 1/3RD OF WIRE BASKETS SHALL BE COMPLETELY REMOVED AND THE BOTTOM 2/3RDS SHALL BE CUT BEFORE THE TREES ARE INSTALLED.
   - 6.16. NO PLUNGING OF ANY TREE OR PALM WILL BE ACCEPTED.
   - 6.17. NO PLANT MATERIAL WILL BE ACCEPTED SHOWING EVIDENCE OF CABLE, CHAIN MARKS, EQUIPMENT SCARS, OR OTHERWISE DAMAGED.
   - 6.18. PLANT MATERIAL WILL NOT BE ACCEPTED WHEN THE BALL OF EARTH SURROUNDING ITS ROOTS HAS BEEN CRACKED, BROKEN OR OTHERWISE DAMAGED.
   - 6.19. ALL TREES SPECIFIED AS FIELD GROWN OR B&B TREES SHALL BE ROOT-PRUNED AT THE NURSERY A MINIMUM OF (8) WEEKS PRIOR TO PLANTING.
   - 6.20. ALL PLANT MATERIAL PLANTED WITHIN THE SIGHT DISTANCE TRIANGLE AREAS SHALL BE MAINTAINED TO PROVIDE UNOBSTRUCTED CROSS-VISIBILITY AT A HORIZONTAL LEVEL BETWEEN 30 INCHES AND 8 FEET ABOVE ADJACENT STREET GRADE.
   - 6.21. NO CANOPY TREES SHALL BE PLANTED WITHIN 12 FEET OF A LIGHT POLE. NO PALM SPECIES SHALL BE PLANTED WITHIN 6 FEET OF A LIGHT POLE.
   - 6.22. GROUND COVER PLANTINGS SHALL PROVIDE NOT LESS THAN 50 PERCENT COVERAGE IMMEDIATELY UPON PLANTING AND 100 PERCENT COVERAGE WITHIN 6 MONTHS AFTER PLANTING.
   - 6.23. TREES AND PALMS SHALL BE MAINTAINED TO ALLOW FOR CLEAR PASSAGE 8' IN ALL PEDESTRIAN AREAS.
   - 6.24. ALL LANDSCAPE MATERIAL SHALL BE SETBACK A MINIMUM OF 10' FROM ANY FIRE HYDRANT.
   - 6.25. CONTRACTOR SHALL REMOVE ALL NURSERY STAKES, CONDUIT, FLAGGING AND NURSERY TAPE PRIOR TO STAKING.
   - 6.26. CONTRACTOR SHALL STAKE & GUY ALL TREES AND PALMS AT TIME OF PLANTING AS PER THE APPROPRIATE DETAIL. CONTRACTOR IS RESPONSIBLE FOR THE MAINTENANCE AND/OR REPAIR OF ALL STAKING AND GUYING DURING WARRANTY PERIOD AND REMOVAL & DISPOSAL OF STAKING AFTER ESTABLISHMENT/WARRANTY PERIOD.
   - 6.27. TREES THAT CANNOT STAND WITHOUT THE SUPPORT OF STAKES AND/OR GUYS SHALL BE REJECTED.
7. TURF GRASSES
   - 7.1. ALL AREAS NOT USED FOR BUILDINGS, VEHICULAR USE AREAS, WALKS OR PLANTING BEDS SHALL BE GRASSED. GRASSING SHALL EXTEND TO ANY ABUTTING STREET PAVEMENT EDGE AND TO THE MEAN WATERLINE OF ANY ABUTTING CANAL, LAKE OR WATERWAY. REFER TO PLANTING SCHEDULE FOR ESTIMATED QUANTITY AND SPECIES.
8. MULCH & FERTILIZER
   - 8.1. ALL PLANTING BEDS AND WATER BASINS FOR TREES SHALL BE COVERED WITH A 3" MINIMUM DEPTH OF SHREDDED FLORI-MULCH, MELALEUCA OR EUCALYPTUS MULCH GRADE 'B' OR BETTER, UNLESS OTHERWISE SPECIFIED.
   - 8.2. INDIVIDUAL TREES PLANTED IN LAWN AREAS SHALL BE MULCHED WITH A MINIMUM 3' DIAMETER MULCH RING.
   - 8.3. MULCH SHALL NOT BE INSTALLED WITHIN 3" OF TREE TUNKS.
   - 8.4. FERTILIZER MIX AS FOLLOWS:
     - 8.4.1. DICOT TREES & SHRUBS: NPK 18-4-2, SLOW RELEASE W/ MICRONUTRIENTS
     - 8.4.2. MONOCOT PALMS: NPK 8-2-12, SLOW RELEASE W/ MICRONUTRIENTS
     - 8.4.3. TURF: NPK 16-4-8, SLOW RELEASE W/ MICRONUTRIENTS
9. WATERING
   - 9.1. ALL LANDSCAPED AREAS WILL BE IRRIGATED BY AN UNDERGROUND, AUTOMATIC, RUST-FREE IRRIGATION SYSTEM PROVIDING 100% COVERAGE AND 50% SPRAY OVERLAP. THE SYSTEM SHALL BE MAINTAINED IN GOOD WORKING ORDER AND DESIGNED TO MINIMIZE WATER ON IMPERVIOUS SERVICES AND NOT OVERSPRAY WALKWAYS. A RAIN SENSOR DEVICE SHALL BE INSTALLED TO OVERRIDE THE IRRIGATION CYCLE OF THE SYSTEM WHEN ADEQUATE RAINFALL HAS OCCURRED.
   - 9.2. ALL PLANT MATERIAL SHALL BE WATERED IN AT TIME OF PLANTING IN ACCORDANCE WITH STANDARD NURSERY PRACTICES. IN ADDITION, CONTRACTOR WILL CONTINUE THE WATERING OF PLANT MATERIAL UNTIL SUBSTANTIAL COMPLETION AND THE LANDSCAPE IS TURNED OVER TO THE OWNER.
10. PROJECT CLOSEOUT
    - 10.1. DURING CONSTRUCTION, THE PROJECT SITE AND ALL ADJACENT AREAS SHALL BE MAINTAINED IN A NEAT AND CLEAN MANNER. UPON FINAL CLEAN UP, THE PROJECT SITE SHALL BE LEFT CLEAR OF ALL SURPLUS MATERIAL OR TRASH. THE PAVED AREAS SHALL BE SWEPT BROOM CLEAN.
    - 10.2. THE CONTRACTOR SHALL RESTORE, REPLACE OR AS DIRECTED BY THE LANDSCAPE ARCHITECT, ANY PUBLIC OR PRIVATE PROPERTY DAMAGED BY THE WORK OF THE CONTRACTOR, HIS EQUIPMENT, EMPLOYEES OR THOSE OF HIS SUB-CONTRACTORS. THIS WORK SHALL BE RESTORED TO A CONDITION EQUAL TO OR BETTER THAN THAT OF THE EXISTING ADJACENT AREAS. THE RESTORATION WORK SHALL BE AT THE CONTRACTOR'S EXPENSE. SUITABLE MATERIALS AND METHODS SHALL BE USED FOR SUCH RESTORATION.
    - 10.3. WHERE MATERIAL OR DEBRIS HAS WASHED OR FLOWED INTO OR BEEN PLACED IN WATER COURSES, DITCHES, DRAINS, CATCH BASINS, OR ELSEWHERE AS A RESULT OF THE CONTRACTOR'S OPERATIONS, SUCH MATERIAL OR DEBRIS SHALL BE REMOVED AND SATISFACTORILY DISPOSED OF DURING PROGRESS OF THE WORK. THESE AREAS SHALL BE KEPT IN A CLEAN AND NEAT CONDITION.
    - 10.4. THE CONTRACTOR SHALL MAINTAIN ACCURATE AND COMPLETE RECORDS OF WORK ITEMS COMPLETED.
    - 10.5. UPON COMPLETION OF CONSTRUCTION, THE CONTRACTOR SHALL SUBMIT TO THE LANDSCAPE ARCHITECT OF RECORD COMPLETE SETS OF "AS-BUILT" CONSTRUCTION DRAWINGS. THESE DRAWINGS SHALL BE MARKED TO SHOW "AS-BUILT" CONSTRUCTION CHANGES AND DIMENSIONED LOCATIONS AND ELEVATIONS OF ALL IMPROVEMENTS INCLUDING PRODUCT/EQUIPMENT AS SPECIFIED OR REVISED DURING THE SHOP DRAWING SUBMITTAL PROCESS. AS-BUILT DRAWINGS SHALL BE SIGNED AND SEALED BY A FLORIDA REGISTERED LAND SURVEYOR.
11. GUARANTEE
    - 11.1. ALL NEW PLANT MATERIAL SHALL BE GUARANTEED FOR 1 YEAR FROM TIME OF FINAL ACCEPTANCE OF PROJECT. ANY PLANT MATERIAL NOT IN A HEALTHY GROWING CONDITION WILL BE REPLACED IN KIND BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER WITHIN 10 DAYS OF NOTIFICATION.
    - 11.2. FOR ALL REPLACEMENT PLANT MATERIAL, THE WARRANTY PERIOD SHALL BE EXTENDED AN ADDITIONAL 90 DAYS BEYOND THE ORIGINAL WARRANTY PERIOD. REPLACEMENT MATERIAL SHALL BE REPLACED IN KIND AS IT RELATES TO SPECIES, QUANTITY AND SIZE.
    - 11.3. ALL TREES THAT LEAN OR ARE BLOWN OVER, CAUSED BY WINDS LESS THAN 74 MPH AS DETERMINED BY THE NATIONAL HURRICANE CENTER, WILL BE RE-SET AND BRACED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.

FILE NAME:
DATE STAMP:

DESIGN DEVELOPMENT

This item has been digitally signed and sealed by **ERIC D. HARRISON, RLA**, on the date adjacent to the seal.

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Longwood, FL
32750

REGISTRATION

INTERIM REVIEW
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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

CONSULTANT

ERIC DOUGLAS HARRISON — LICENSED LANDSCAPE ARCHITECT — No. [illegible] — STATE OF FLORIDA — Eric D. Harrison

PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/02/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

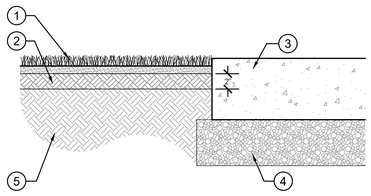
PROJECT NUMBER
1007657.00

SHEET TITLE
LANDSCAPE SPECIFICATIONS

SHEET NUMBER
LD-2

LANDSCAPE DETAILS

1. SOD (AS SPECIFIED)
2. PLANTING MIX: 80% SILICA SAND, 20% ORGANIC
3. SIDEWALK OR CURB
4. SUB-BASE
5. NATIVE SOIL

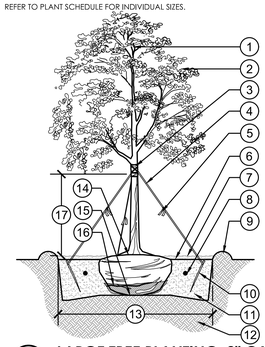


1 SOD PLANTING

1 1/2" = 1'-0" 329301-03

CALIPER MEASUREMENTS NOTES:
1. CALIPER MEASUREMENT IS 6" FROM TOP OF ROOT BALL FOR TREES WITH 6" CALIPER OR LESS.
2. CALIPER MEASUREMENT IS12" FROM TOP OF ROOT BALL FOR TREES WITH 6" CALIPER GREATER.

REFER TO PLANT SCHEDULE FOR INDIVIDUAL SIZES.



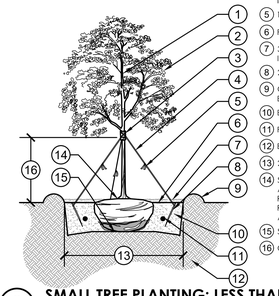
1. DO NOT PRUNE CENTRAL LEADER
2. PRUNE DAMAGED OR DEAD WOOD IMMEDIATELY PRIOR TO PLANTING USING ACCEPTABLE NURSERY PRACTICES OR AS DIRECTED BY THE LANDSCAPE ARCHITECT
3. PROTECT TRUNK WITH 3 LAYERS OF BURLAP MINIMUM
4. 1" WIDE MIN. NYLON STRAPPING AT EQUAL SPACING (3 PER TREE) GUY WIRES SHALL NOT TO BE USED
5. FLUORESCENT MARKING FLAG
6. FINISH GRADE
7. 3" LAYER OF SPECIFIED MULCH: DO NOT INSTALL WITHIN 3" OF TREE TRUNK
8. FERTILIZER TABLET IF APPLICABLE
9. CONSTRUCT TEMPORARY 3" WATERING BASIN
10. 2"X4"X8" STAKE: SET 2" BELOW FINISH GRADE
11. SPECIFIED SOIL MIX
12. EXISTING SOIL
13. 2X DIAMETER OF THE ROOTBALL
14. SET CROWN OF ROOT BALL SLIGHTLY ABOVE SURROUNDING FINISH GRADE. REMOVE TOP 2/3 OF BURLAP FROM ROOTBALL: TRUNK TAPER SHALL BE VISIBLE AT TIME OF INSTALLATION
15. SET ROOTBALL ON UNDISTURBED SOIL
16. REMOVE TOP 2/3 OF BURLAP/WIRE BASKET FROM ROOTBALL
17. CLEAR TRUNK: REFER TO PLANT SCHEDULE

2 LARGE TREE PLANTING: 2" CALIPER AND GREATER

1/4" = 1'-0" 329301-17

CALIPER MEASUREMENTS NOTES:
1. CALIPER MEASUREMENT IS 6" FROM TOP OF ROOT BALL FOR TREES WITH 6" CALIPER OR LESS.
2. CALIPER MEASUREMENT IS12" FROM TOP OF ROOT BALL FOR TREES WITH 6" CALIPER GREATER.

REFER TO PLANT SCHEDULE FOR INDIVIDUAL SIZES.



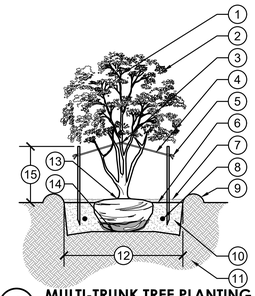
1. DO NOT PRUNE CENTRAL LEADER
2. PRUNE DAMAGED OR DEAD WOOD IMMEDIATELY PRIOR TO PLANTING USING ACCEPTABLE NURSERY PRACTICES OR AS DIRECTED BY THE LANDSCAPE ARCHITECT
3. PROTECT TRUNK WITH 3 LAYERS OF BURLAP MINIMUM
4. 1" WIDE MIN. NYLON STRAPPING AT EQUAL SPACING (3 PER TREE) GUY WIRES SHALL NOT TO BE USED
5. 1/2"X2' FLUORESCENT MARKER
6. FINISH GRADE
7. 3" LAYER OF SPECIFIED MULCH: DO NOT INSTALL WITHIN 3" OF TREE TRUNK
8. 2"X4"X8" STAKE: SET 2" BELOW FINISH GRADE
9. CONSTRUCT TEMPORARY 3" WATERING BASIN
10. BACKFILL WITH SPECIFIED SOIL MIX
11. FERTILIZER TABLET IF APPLICABLE
12. EXISTING SOIL
13. 2X DIAMETER OF THE ROOTBALL
14. SET CROWN OF ROOT BALL SLIGHTLY ABOVE SURROUNDING FINISH GRADE. REMOVE TOP 2/3 OF BURLAP FROM ROOTBALL: TRUNK TAPER SHALL BE VISIBLE AT TIME OF INSTALLATION
15. SET ROOTBALL ON UNDISTURBED SOIL
16. CLEAR TRUNK: REFER TO PLANT SCHEDULE

3 SMALL TREE PLANTING: LESS THAN 2" CALIPER

1/4" = 1'-0" 329301-18

CALIPER MEASUREMENTS NOTES:
1. CALIPER MEASUREMENT IS 6" FROM TOP OF ROOT BALL FOR TREES WITH 6" CALIPER OR LESS.
2. CALIPER MEASUREMENT IS12" FROM TOP OF ROOT BALL FOR TREES WITH 6" CALIPER GREATER.

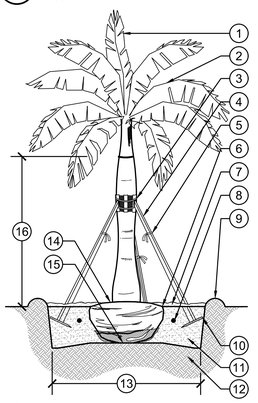
REFER TO PLANT SCHEDULE FOR INDIVIDUAL SIZES.



1. DO NOT PRUNE CENTRAL LEADER
2. PRUNE DAMAGED OR DEAD WOOD IMMEDIATELY PRIOR TO PLANTING USING ACCEPTABLE NURSERY PRACTICES OR AS DIRECTED BY THE LANDSCAPE ARCHITECT
3. PROTECT TRUNK WITH 3 LAYERS OF BURLAP MINIMUM
4. 1" WIDE MIN. NYLON STRAPPING AT EQUAL SPACING (3 PER TREE) GUY WIRES SHALL NOT TO BE USED
5. 1/2"X2' FLUORESCENT MARKER
6. FINISH GRADE
7. 3" LAYER OF SPECIFIED MULCH. DO NOT INSTALL WITHIN 3" OF TREE TRUNK
8. FERTILIZER TABLET IF APPLICABLE
9. CONSTRUCT TEMPORARY 3" WATERING BASIN
10. BACKFILL WITH SPECIFIED SOIL MIX
11. EXISTING SOIL
12. 2X DIAMETER OF THE ROOTBALL
13. SET CROWN OF ROOT BALL SLIGHTLY ABOVE SURROUNDING FINISH GRADE. REMOVE TOP 2/3 OF BURLAP FROM ROOTBALL: TRUNK TAPER SHALL BE VISIBLE AT TIME OF INSTALLATION
14. SET ROOTBALL ON UNDISTURBED SOIL
15. CLEAR TRUNK: REFER TO PLANT SCHEDULE

4 MULTI-TRUNK TREE PLANTING

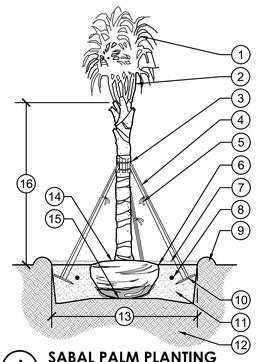
1/4" = 1'-0" 329301-19



1. TERMINAL BUD/FROND.
2. UNTIE FRONDS PRIOR TO INSPECTION.
3. METAL STRAPS SECURING 2"x4" WOOD BATTENS. MIN. 5 LAYERS BURLAP. TOE NAIL BRACES TO 2"X4" WOOD BATTENS. DO NOT NAIL STAKES DIRECTLY TO TRUNK.
4. 2"x4" WOOD BRACE AT EQUAL SPACING (3 PER TREE).
5. 1/2'x2' FLUORESCENT MARKER.
6. FINISH GRADE.
7. 3" LAYER OF SPECIFIED MULCH. DO NOT INSTALL WITHIN 3" OF TREE TRUNK.
8. FERTILIZER TABLET IF APPLICABLE. REFER TO SPECIFICATIONS.
9. CONSTRUCT TEMPORARY 3" WATERING BASIN.
10. 2"X4"X8' STAKE. SET 2" BELOW FINISH GRADE.
11. BACKFILL WITH SPECIFIED SOIL MIX.
12. EXISTING SOIL.
13. 2x DIAMETER OF THE ROOTBALL
14. SET CROWN OF ROOT BALL 0'-2" ABOVE SURROUNDING FINISH GRADE. REMOVE TOP 2/3 OF BURLAP FROM ROOTBALL. TRUNK TAPER SHALL BE VISIBLE AT TIME OF INSTALLATION.
15. SET ROOTBALL ON UNDISTURBED SOIL.
16. CLEAR TRUNK/GRAY WOOD. REFER TO PLANT SCHEDULE

5 LARGE PALM PLANTING DETAIL

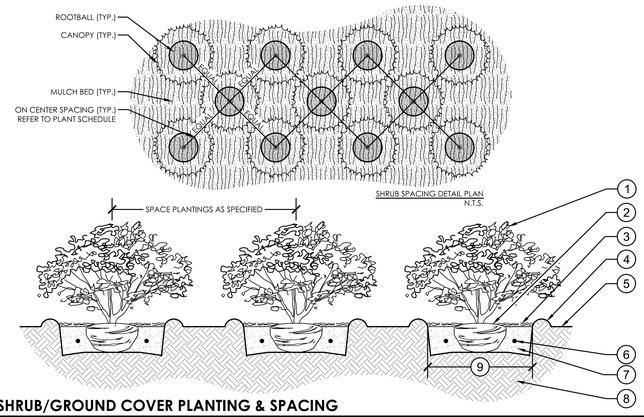
1/4" = 1'-0" 329301-25



1. DO NOT HURRICANE CUT FRONDS
2. UNTIE FRONDS PRIOR TO INSPECTION
3. METAL STRAPS SECURING 2"x4" WOOD BATTENS. MIN. 5 LAYERS BURLAP. TOE NAIL BRACES TO 2"X4" WOOD BATTENS: DO NOT NAIL STAKES DIRECTLY TO TRUNK
4. 2"X4" WOOD BRACE AT EQUAL SPACING (3 PER TREE)
5. 1/2'X2' FLUORESCENT MARKER
6. FINISH GRADE
7. 3" LAYER OF SPECIFIED MULCH: DO NOT INSTALL WITHIN 3" OF TREE TRUNK
8. FERTILIZER TABLET IF APPLICABLE
9. CONSTRUCT TEMPORARY 3" WATERING BASIN
10. 2"X4"X8' STAKE: SET 2" BELOW FINISH GRADE
11. BACKFILL WITH SPECIFIED SOIL MIX
12. EXISTING SOIL
13. 2X DIAMETER OF THE ROOTBALL
14. SET CROWN OF ROOT BALL 0'-2" ABOVE SURROUNDING FINISH GRADE. REMOVE TOP 2/3 OF BURLAP FROM ROOTBALL: TRUNK TAPER SHALL BE VISIBLE AT TIME OF INSTALLATION
15. SET ROOTBALL ON UNDISTURBED SOIL
16. CLEAR TRUNK: REFER TO PLANT SCHEDULE

6 SABAL PALM PLANTING

1/4" = 1'-0" 329301-21



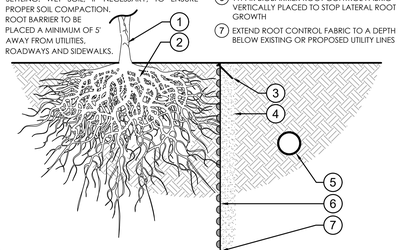
1. PLANT MATERIAL SHALL NOT BE PRUNED PRIOR TO INSTALLATION: AFTER PLANTS HAVE BEEN INSTALLED, EACH PLANT SHALL BE PRUNED FOR UNIFORMITY
2. SET CROWN OF ROOT SLIGHTLY ABOVE SURROUNDING FINISH GRADE: TRUNK TAPER SHALL BE VISIBLE AT TIME OF INSTALLATION
3. 3" LAYER OF SPECIFIED MULCH: DO NOT INSTALL WITHIN 3" OF TREE TRUNK
4. CONSTRUCT TEMPORARY 3" WATERING BASIN
5. FINISH GRADE
6. FERTILIZER TABLET IF APPLICABLE.
7. BACKFILL WITH SPECIFIED SOIL MIX
8. EXISTING SOIL
9. 2X DIAMETER OF THE ROOTBALL

7 SHRUB/GROUND COVER PLANTING & SPACING

1" = 1'-0" 329301-08

INSTALLATION NOTES
1. CONTACT UTILITY COMPANY AND ENSURE UTILITY LINES ARE PROPERLY LOCATED PRIOR TO DIGGING OR TRENCHING.
2. FOR EXISTING TREES, CONSULT A PROFESSIONAL ARBORIST IF ROOT TRIMMING IS REQUIRED.
3. INSTALL & COVER BIOBARRIER WITHIN 12 HOURS AFTER OPENING. HIGH TEMPERATURES AND DIRECT SUNLIGHT CAN REDUCE EFFECTIVE PRODUCT LIFE.
4. INSTALL TYPAR BIOBARRIER ROOT CONTROL FABRIC WITH NODULES FACING TOWARD ROOT SOURCE.
5. BACKFILL AND TAMP FIRMLY TO ELIMINATE SOIL SETTLING. WET SOIL, IF NECESSARY, TO ENSURE PROPER SOIL COMPACTION.
6. ROOT BARRIER TO BE PLACED A MINIMUM OF 5' AWAY FROM UTILITIES, ROADWAYS AND SIDEWALKS.

1. PROPOSED OR EXISTING TREE
2. FUTURE OR EXISTING ROOT STRUCTURE
3. SECURE FABRIC EVERY 2'-0" WITHIN 1/4" OF TOP EDGE
4. EXCAVATE TRENCHES A MINIMUM OF 4" WIDE: TRENCHES MUST BE A MINIMUM LENGTH OF MATURE PLANT CANOPY PLUS 10 FEET, CENTERED ON THE ROOT SOURCE AND ADJACENT TO PROTECTION AREA
5. PROPOSED OR EXISTING UTILITIES
6. TYPAR BIOBARRIER ROOT CONTROL FABRIC VERTICALLY PLACED TO STOP LATERAL ROOT GROWTH
7. EXTEND ROOT CONTROL FABRIC TO A DEPTH BELOW EXISTING OR PROPOSED UTILITY LINES



8 TREE ROOT BARRIER - ADJACENT UTILITIES

3/4" = 1'-0" 32 9413.23-01

FILE NAME:
DATE STAMP:

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Riviera Beach, FL 33404

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32750

REGISTRATION

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DRAWING HISTORY

No	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

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PROJECT STATUS
SITE PLAN RESUBMISSION

DATE OF ISSUE
07/02/2025

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
LANDSCAPE DETAILS

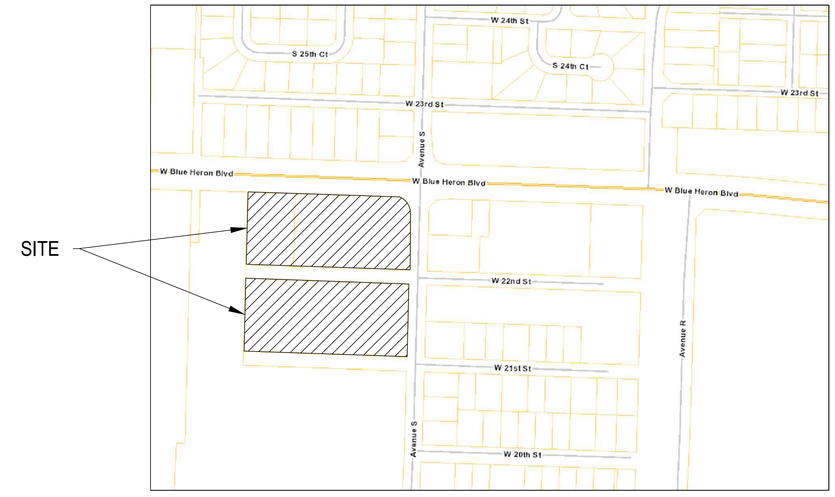
SHEET NUMBER
LD-3
8 8

CIVIL ENGINEERING PLANS

FOR

RIVIERA BEACH POLICE DEPARTMENT

CITY OF RIVIERA BEACH
PALM BEACH COUNTY, FLORIDA
SECTION 29, TOWNSHIP 42, RANGE 43



SITE MAP - N.T.S.

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C-7	SITE DEMOLITION PLAN

Stephen Botek

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SEAL

STEPHEN F. BOTEK LICENSE No. 55335 STATE OF FLORIDA PROFESSIONAL ENGINEER

July 2, 2025

THIS DOCUMENT HAS BEEN DIGITALLY SIGNED AND SEALED BY STEPHEN F. BOTEK, P.E. ON THE DATE ADJACENT TO THE SEAL.

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DRAWING HISTORY

Nr.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT STATUS

SITE PLAN RESUBMISSION

PGAL PROJECT NUMBER

1007657.00

BTE PROJECT NUMBER

24-0504

BTE ISSUE DATE

7-2-2025

SHEET TITLE

CIVIL COVER SHEET

SHEET NUMBER

C-0

GENERAL NOTE

1. THIS CONSTRUCTION PROJECT MAY OR MAY NOT INCLUDE ALL ITEMS COVERED BY THESE NOTES AND SPECIFICATIONS, IE PAVING, GRADING, DRAINAGE LINES, WATER LINES, OR SANITARY SEWER LINES. SEE PLANS FOR DETAILED PROJECT SCOPE. NOTES AND SPECIFICATIONS ON THIS SHEET REFER TO PAVING, GRADING, DRAINAGE, WATER, AND SANITARY SEWER, AND ARE INTENDED FOR THIS PROJECTS SCOPE OF WORK AND FOR REFERENCE PURPOSES FOR OTHER WORK ITEMS THAT MAY BE REQUIRED DUE TO UNFORESEEN EXISTING CONDITIONS OR REQUIRED REMEDIAL WORK.

I. SPECIFIC SITE NOTES

A. "CITY" IN THESE NOTES REFERS TO THE CITY OF RIVIERA BEACH
B. "COUNTY" IN THESE NOTES REFERS TO PALM BEACH COUNTY
C. "STATE" IN THESE NOTES REFERS TO THE STATE OF FLORIDA
D. SURVEY: PLANS ARE BASED ON THE SURVEY BY COLLIERS ENGINEERING & DESIGN, INC.
E. DATUM: ALL ELEVATIONS ON THE PLANS ARE REFERENCED TO NAVD 1988

II. APPLICABLE CODES

A. ALL CONSTRUCTION AND MATERIALS SHALL CONFORM TO THE STANDARDS AND SPECIFICATIONS OF THE CITY, COUNTY AND ALL OTHER LOCAL, STATE AND NATIONAL CODES WHERE APPLICABLE.

B. IN THE EVENT OF A CONFLICT BETWEEN THE GENERAL NOTES AND CONSTRUCTION SPECIFICATIONS IN THESE PLANS, AND THE CONTRACT DOCUMENTS AND SPECIFICATIONS IN THE SPECIFICATION BOOKLET, THE CONTRACT DOCUMENTS AND SPECIFICATIONS IN THE SPECIFICATION BOOKLET SHALL GOVERN. IN THE EVENT OF A CONFLICT BETWEEN THESE CONTRACT DOCUMENTS AND THE CITY SPECIFICATIONS, THE CITY SPECIFICATIONS SHALL GOVERN.

C. ALL CONSTRUCTION SHALL BE DONE IN A SAFE MANNER AND IN STRICT COMPLIANCE WITH ALL THE REQUIREMENTS OF THE FEDERAL OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, AND ALL STATE AND LOCAL SAFETY AND HEALTH REGULATIONS.

D. THE CONTRACTOR SHALL BE REQUIRED TO COMPLY WITH THE LAWS OF FLORIDA, AND THE CITY AND COUNTY CODES.

E. ALL HANDICAP ACCESSIBLE AREAS TO CONFORM WITH THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT, LATEST EDITION.

F. TRENCH SAFETY ACT:

1. ALL TRENCH EXCAVATION SHALL BE PERFORMED IN ACCORDANCE WITH CHAPTER 90-96 OF THE LAWS OF FLORIDA (THE TRENCH SAFETY ACT).
2. ALL TRENCH EXCAVATION IN EXCESS OF 5 FEET IN DEPTH SHALL BE UNDERTAKEN IN ACCORDANCE WITH O.S.H.A. STANDARD 29 CFR. SECTION 1926.650 SUBPART P.
3. THE CONTRACTOR SHALL SUBMIT WITH HIS CONTRACT A COMPLETED, SIGNED, AND NOTARIZED COPY OF THE TRENCH SAFETY ACT COMPLIANCE STATEMENT. THE CONTRACTOR SHALL ALSO SUBMIT A SEPARATE COST ITEM IDENTIFYING THE COST OF COMPLIANCE WITH THE APPLICABLE TRENCH SAFETY CODES.
4. A TRENCH SAFETY SYSTEM, IF REQUIRED, SHALL BE DESIGNED BY THE CONTRACTOR.

G. ASBESTOS CEMENT PIPE (ACP), AND TRANSIT PIPE, CONTAIN ASBESTOS MATERIAL. ALL ASBESTOS CONTAINING MATERIALS SHALL BE HANDLED AND DISPOSED OF IN ACCORDANCE WITH THE CURRENT LOCAL, STATE AND FEDERAL REGULATIONS. THIS INCLUDES THE CUTTING, PLUGGING AND DISPOSAL OF EXISTING ACP OR TRANSITE WATER MAIN PIPES.

III. PRECONSTRUCTION RESPONSIBILITIES

A. UPON THE RECEIPT OF THE "NOTICE TO PROCEED", THE CONTRACTOR SHALL CONTACT THE ENGINEER OF RECORD AND ARRANGE A PRECONSTRUCTION CONFERENCE TO INCLUDE ALL INVOLVED GOVERNMENTAL AGENCIES, UTILITY OWNERS AND THE ENGINEER OF RECORD.

B. THE CONTRACTOR SHALL NOTIFY AND OBTAIN AN UNDERGROUND CLEARANCE FROM ALL UTILITY COMPANIES AND GOVERNMENTAL AGENCIES AT LEAST 48 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION. THE CONTRACTOR SHALL OBTAIN A SUNSHINE STATE ONE CALL OF FLORIDA, INC. CERTIFICATION CLEARANCE NUMBER AND FIELD MARKINGS AT LEAST 48 HOURS PRIOR TO BEGINNING ANY EXCAVATION. CLEARANCE SHALL BE FOR ALL UTILITIES INCLUDING GAS, ELECTRIC, TELEPHONE, CABLE TELEVISION, WATER, AND SEWER, TRAFFIC LIGHT COMMUNICATION CABLES, ETC. ON BOTH PUBLIC AND PRIVATE PROPERTY IN THE VICINITY OF THE CONSTRUCTION PROJECT, INCLUDING, BUT NOT LIMITED TO THE FOLLOWING UTILITY COMPANIES, WHERE APPLICABLE:

FLORIDA POWER AND LIGHT COMPANY
BELL SOUTH
LOCAL GAS COMPANY
LOCAL WATER AND SEWER UTILITY COMPANY(S)
LOCAL CABLE TELEVISION COMPANY(S)
CITY ENGINEERING / UTILITY DEPARTMENTS
SPECIAL DISTRICT UTILITY DEPARTMENT
COUNTY TRAFFIC ENGINEERING DEPARTMENT
FLORIDA DEPARTMENT OF TRANSPORTATION
SUNSHINE STATE ONE CALL OF FLORIDA

FOR STREET EXCAVATION OR CLOSING OR FOR ALTERATION OF ACCESS TO PUBLIC OR PRIVATE PROPERTY:
LOCAL POLICE TRAFFIC SERGEANT–
LOCAL FIRE DEPARTMENT DISPATCH

C. THE CONTRACTOR SHALL USE EXTREME CAUTION WORKING UNDER, OVER AND AROUND EXISTING ELECTRIC LINES. THE CONTRACTOR SHALL CONTACT THE ELECTRIC SUPPLY COMPANY TO VERIFY LOCATIONS, VOLTAGE AND REQUIRED CLEARANCES, ONSITE, IN RIGHT-OF-WAYS AND IN EASEMENTS, PRIOR TO ANY CONSTRUCTION IN THE VICINITY OF EXISTING LINES.

D. ALL UTILITY / ACCESS EASEMENTS TO BE SECURED PRIOR TO CONSTRUCTION.

E. LOCATION AND SIZE OF ALL EXISTING UTILITIES AND TOPOGRAPHY (FACILITIES) AS SHOWN ON CONSTRUCTION DRAWINGS ARE DRAWN FROM AVAILABLE RECORDS. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE FACILITIES SHOWN OR FOR ANY FACILITY NOT SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT LOCATION (VERTICAL & HORIZONTAL) OF ANY EXISTING UTILITIES AND TOPOGRAPHY PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL VERIFY THE ELEVATIONS AND LOCATIONS OF ALL EXISTING FACILITIES, BY ELECTRONIC METHODS, VACUUM EXCAVATION, TEST HOLES AND BY HAND EXCAVATIONS AS REQUIRED, IN COORDINATION WITH ALL UTILITY COMPANIES, PRIOR TO BEGINNING ANY CONSTRUCTION OPERATIONS. THIS WORK BY THE CONTRACTOR SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT AND NO ADDITIONAL COMPENSATION SHALL BE ALLOWED. IF AN EXISTING FACILITY IS FOUND TO CONFLICT WITH THE PROPOSED CONSTRUCTION, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF RECORD SO THAT APPROPRIATE MEASURES CAN BE TAKEN TO RESOLVE THE CONFLICT.

F. NO CONSTRUCTION MAY COMMENCE UNTIL THE APPROPRIATE PERMITS HAVE BEEN OBTAINED FROM ALL LOCAL, STATE, AND FEDERAL AGENCIES.

G. ALL REQUIRED GOVERNMENTAL AGENCY BUILDING PERMITS TO BE OBTAINED BY THE CONTRACTOR PRIOR TO ANY CONSTRUCTION ACTIVITY. THE CONTRACTOR SHALL BE RESPONSIBLE TO PAY ALL ASSOCIATED PERMIT FEES INCLUDING WATER AND SEWER CONNECTION AND METER FEES.

H. CONTRACTOR TO COORDINATE CONSTRUCTION SCHEDULING FOR CONNECTION TO THE EXISTING WATER AND SEWER LINES WITH THE UTILITY DEPARTMENT THAT OWNS AND/OR MAINTAINS THE WATER AND SEWER LINES.

I. THE CONTRACTOR SHALL COORDINATE THE WORK WITH OTHER CONTRACTORS IN THE AREA AND ANY OTHER UNDERGROUND CONDUIT REQUIRED FOR FP&L, BELL SOUTH, IRRIGATION SYSTEM, ETC., PRIOR TO BEGINNING SUBGRADE. THE CONTRACTOR SHALL COORDINATE RELOCATION OF ALL EXISTING UTILITIES WITH APPLICABLE UTILITY COMPANIES.

J. AT LEAST TWO (2) DAYS PRIOR TO THE START OF CONSTRUCTION, THE OWNER SHALL SUBMIT A CGP "NOTICE OF INTENT (N.O.I.) TO USE GENERIC PERMIT FOR STORMWATER DISCHARGE FROM CONSTRUCTION ACTIVITIES THAT DISTURB ONE OR MORE ACRES OF LAND" FORM (DEP FORM 62-621.300(4)(B)) TO FDEP NOTICES CENTER. THE CONTRACTOR WILL BE RESPONSIBLE FOR (1) IMPLEMENTATION OF THE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) THAT WAS REQUIRED TO BE DEVELOPED PRIOR TO NOI SUBMITTAL, AND (2) RETENTION OF RECORDS REQUIRED BY THE PERMIT, INCLUDING RETENTION OF A COPY OF THE SWPPP AT THE CONSTRUCTION SITE FROM THE DATE OF PROJECT INITIATION TO THE DATE OF FINAL SITE STABILIZATION. A "NOTICE OF TERMINATION (N.O.T.) OF GENERIC PERMIT COVERAGE" FORM (DEP FORM 62-621.300(6)) MUST BE SUBMITTED TO FDEP TO DISCONTINUE PERMIT COVERAGE, SUBSEQUENT TO COMPLETION OF CONSTRUCTION. FOR ADDITIONAL INFORMATION SEE FDEP WEBSITE: http://www.dep.state.fl.us/water/stormwater/npdes/index.htm

K. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING AND COMPLYING WITH ALL ACTIVITIES RELATED TO DEWATERING PERMITS, INCLUDING DESIGN PLANS.

IV. INSPECTIONS / TESTING:

A. THE CONTRACTOR SHALL NOTIFY IN WRITING THE CITY, THE COUNTY, THE ENGINEER OF RECORD, & ANY OTHER GOVERNMENTAL AGENCIES HAVING JURISDICTION AT LEAST 48 HOURS PRIOR TO BEGINNING CONSTRUCTION AND PRIOR TO REQUIRED INSPECTIONS OF THE FOLLOWING ITEMS, WHERE APPLICABLE:

1. CLEARING AND EARTHWORK
2. STORM DRAINAGE SYSTEMS
3. SANITARY SEWER SYSTEMS
4. WATER DISTRIBUTION SYSTEMS
5. LIMEROCK BASE
6. ASPHALT OR CONCRETE PAVEMENT
7. SIDEWALKS
8. LANDSCAPING
9. SITE LIGHTING
10. ELECTRICAL AND COMMUNICATION LINES
11. UTILITY CONDUITS
12. IRRIGATION
13. FINAL

B. THE OWNER, ENGINEER AND LOCAL PERMITTING AGENCIES MAY MAKE INSPECTIONS OF THE WORK AT ANY TIME. THE CONTRACTOR SHALL COOPERATE FULLY WITH ALL INSPECTIONS

C. TESTING – ALL TESTING REQUIRED BY THE PLANS AND SPECIFICATIONS SHALL BE PERFORMED BY AN INDEPENDENT LICENSED TESTING COMPANY. ALL TESTING COSTS (SITE CIVIL) SHALL BE PAID FOR BY THE OWNER/OR CONTRACTOR (AS SPECIFIED IN THE CONSTRUCTION CONTRACT), EXCEPT THOSE TESTS FAILING TO MEET THE SPECIFIED REQUIREMENTS, WHICH ARE TO BE PAID BY THE CONTRACTOR UNLESS OTHERWISE INDICATED ON THE PLANS OR SPECIFICATIONS. REQUIRED TEST FOR ASPHALT AND LIMEROCK SHALL BE TAKEN AT THE DIRECTION OF THE ENGINEER OR THE LOCAL GOVERNMENTAL AGENCY.

V. SHOP DRAWINGS

A. PRIOR TO CONSTRUCTION OR INSTALLATION, SHOP DRAWINGS SHALL BE SUBMITTED TO AND REVIEWED BY THE ENGINEER OF RECORD FOR THE FOLLOWING (IF APPLICABLE): LIFT/ PUMP STATION EQUIPMENT, SANITARY MANHOLES, CATCH BASINS, FIRE HYDRANTS, VALVES, PIPE MATERIAL AND ALL REQUIRED ACCESSORIES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN ALL OTHER AGENCY APPROVALS IF REQUIRED.

VI. TEMPORARY FACILITIES

A. GENERAL:

1. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE FOR OR SUPPLY TEMPORARY WATER SERVICE, SANITARY FACILITIES, COMMUNICATIONS AND ELECTRICITY.

B. TRAFFIC REGULATION:

1. MAINTENANCE OF TRAFFIC IN THE PUBLIC RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.). A MAINTENANCE OF TRAFFIC PLAN MUST BE APPROVED BY THE GOVERNMENTAL ENGINEERING DIVISION HAVING JURISDICTION FOR THE SECTION OF ROADWAY BEFORE STARTING WORK IN THE PUBLIC RIGHT-OF-WAY.

2. ALL OPEN TRENCHES AND HOLES ADJACENT TO ROADWAYS OR WALKWAYS SHALL BE PROPERLY MARKED AND BARRICADED TO ASSURE THE SAFETY OF BOTH VEHICULAR AND PEDESTRIAN TRAFFIC.

3. NO TRENCHES OR HOLES NEAR WALKWAYS, IN ROADWAYS OR THEIR SHOULDERS ARE TO BE LEFT OPEN DURING NIGHTTIME HOURS, UNLESS IN ACCORDANCE WITH METHODS APPROVED BY THE GOVERNMENTAL ENGINEERING DIVISION HAVING JURISDICTION FOR THE SECTION OF ROADWAY.

4. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR FOR ANY NECESSARY CONSTRUCTION, PAVEMENT MARKING AND SIGNAGE OR PEDESTRIAN SIGNALIZATION AND/OR SIGNAL MODIFICATION TO ACCOMMODATE AN ALTERNATE SAFE WALK ROUTE.

5. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE CONTINUOUS ACCESS TO THE ADJACENT SITES DURING CONSTRUCTION.

C. SECURITY FENCE:

1. CONTRACTOR SHALL CONSTRUCT TEMPORARY FENCING TO SECURE THE SITE AT ALL TIMES.

2. THE CONTRACTOR'S ONSITE EQUIPMENT, STOCKPILED MATERIAL AND SUPPLIES SHALL BE KEPT IN A SECURE FENCED AND LOCKED LOCATION WHEN CONTRACTOR IS NOT ONSITE.

VII. PROJECT PROGRESS AND CLOSEOUT

A. CLEANING UP:

1. DURING CONSTRUCTION, THE PROJECT SITE AND ALL ADJACENT AREAS SHALL BE MAINTAINED IN A NEAT AND CLEAN MANNER, AND UPON FINAL CLEAN-UP, THE PROJECT SITE SHALL BE LEFT CLEAR OF ALL SURPLUS MATERIAL OR TRASH. THE PAVED AREAS SHALL BE BROOM SWEPT CLEAN.

2. THE CONTRACTOR SHALL RESTORE OR REPLACE, WHEN AND AS DIRECTED BY THE ENGINEER OF RECORD, ANY PUBLIC OR PRIVATE PROPERTY (HIGHWAY, DRIVEWAY, WALK AND LANDSCAPING, ETC.), DAMAGED BY HIS WORK, EQUIPMENT, OR EMPLOYEES, TO A CONDITION AT LEAST EQUAL TO THAT EXISTING IMMEDIATELY PRIOR TO THE BEGINNING OF OPERATIONS. SUITABLE MATERIALS AND METHODS SHALL BE USED FOR SUCH RESTORATION.

3. WHERE MATERIAL OR DEBRIS HAS WASHED OR FLOWED INTO OR HAS BEEN PLACED IN WATER COURSES, DITCHES, DRAINS, CATCH BASINS, OR ELSEWHERE AS A RESULT OF THE CONTRACTOR'S OPERATIONS, SUCH MATERIAL OR DEBRIS SHALL BE REMOVED AND SATISFACTORILY DISPOSED OF DURING THE PROGRESS OF THE WORK AND THE AREA KEPT IN A CLEAN AND NEAT CONDITION.

B. ALL LAND SURVEY PROPERTY MONUMENTS OR PERMANENT REFERENCE MARKERS, REMOVED OR DESTROYED BY THE CONTRACTOR DURING CONSTRUCTION SHALL BE RESTORED BY A STATE OF FLORIDA REGISTERED LAND SURVEYOR AT THE CONTRACTOR'S EXPENSE.

C. ALL UNPAVED SURFACES DISTURBED AS A RESULT OF CONSTRUCTION ACTIVITIES SHALL BE RESTORED TO A CONDITION EQUAL TO OR BETTER THAN THAT WHICH EXISTED BEFORE THE CONSTRUCTION.

D. PROJECT RECORD DOCUMENTS:

DURING THE DAILY PROGRESS OF THE JOB, THE CONTRACTOR SHALL RECORD ON HIS SET OF CONSTRUCTION DRAWINGS THE EXACT LOCATION, LENGTH, MATERIAL AND ELEVATION OF ANY FACILITY NOT BUILT EXACTLY ACCORDING TO PLANS.

1. UPON COMPLETION OF DRAINAGE IMPROVEMENTS AND LIMEROCK BASE CONSTRUCTION (AT LEAST 48 HOURS BEFORE PLACING ASPHALT PAVEMENT) THE CONTRACTOR SHALL FURNISH THE ENGINEER OF RECORD "AS-BUILT" PLANS FOR THESE IMPROVEMENTS, SHOWING THE LOCATIONS AND PERTINENT GRADES OF ALL DRAINAGE INSTALLATIONS AND THE FINISHED ROCK GRADES OF THE ROAD CROWN AND EDGES OF PAVEMENT AT 50 FOOT INTERVALS, INCLUDING LOCATIONS AND ELEVATIONS OF ALL HIGH AND LOW POINTS.

2. UPON COMPLETION OF CONSTRUCTION, AND PRIOR TO FINAL PAYMENT, THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER OF RECORD ONE COMPLETE SET OF ALL "AS-BUILT" CONTRACT DRAWINGS. THESE DRAWINGS SHALL BE MARKED TO SHOW "AS-BUILT" CONSTRUCTION CHANGES AND DIMENSIONS, LOCATIONS, AND ELEVATIONS OF ALL IMPROVEMENTS.

3. AS-BUILTS OF WATER LINES SHALL INCLUDE THE FOLLOWING INFORMATION:

a. TOP OF PIPE ELEVATIONS EVERY 100 LF.
b. LOCATIONS AND ELEVATIONS OF ALL FITTINGS INCLUDING BENDS, TEES, VALVES, DOUBLE DETECTOR CHECK VALVES, FIRE HYDRANTS, ETC.
c. ALL TIE INS TO EXISTING LINES SHALL BE AS-BUILT.
d. THE TAP AND TERMINAL END AT ALL WATER SERVICES SHALL BE AS-BUILT.
e. AS BUILT DATA SHALL INCLUDE GPS DATA.

4. AS-BUILTS OF ALL GRAVITY SANITARY SEWER LINES SHALL INCLUDE THE FOLLOWING INFORMATION:

a. RIMS, INVERTS AND LENGTH OF PIPING BETWEEN STRUCTURES AS WELL AS SLOPES.
b. THE TAP AND STUB ENDS OF ALL SEWER LATERALS SHALL BE LOCATED AND IF THERE ARE ANY CLEANOUTS INSTALLED ON THE SEWER LATERALS THEN THE INVERT ELEVATION OF THESE CLEANOUTS SHALL BE OBTAINED.
c. LIFT STATION AS-BUILTS SHALL CONSIST OF TOP OF WET WELL ELEVATION, INVERT ELEVATION OF THE INCOMING LINE, BOTTOM OF THE WET WELL AND AS-BUILTS OF THE COMPOUND AREA.
d. AS BUILT DATA SHALL INCLUDE GPS DATA.

5. FORCE MAIN AS-BUILTS SHALL BE PREPARED THE SAME AS THE WATER LINE AS-BUILTS.

6. AS-BUILTS OF ALL DRAINAGE LINES SHALL INCLUDE THE FOLLOWING INFORMATION:

a. RIMS, INVERTS AND LENGTH OF PIPING BETWEEN STRUCTURES AND WEIR ELEVATIONS IF APPLICABLE.
b. THE SIZE OF THE PIPING SHALL BE VERIFIED BY THE SURVEY CREW AT THE TIME OF AS-BUILT. DRAINAGE WELL STRUCTURE AS-BUILTS SHALL INCLUDE, BUT NOT BE LIMITED TO, TOP OF CASING ELEVATION, TOP AND BOTTOM ELEVATIONS OF THE BAFFLE WALLS, RIM ELEVATIONS AND INVERTS OF PIPING.
c. EXFILTRATION TRENCH LENGTH, WIDTH, BOTTOM ELEVATION AND TOP ELEVATION

7. ALL ROCK AS-BUILTS FOR PARKING LOT AREAS SHALL CONSIST OF THE FOLLOWING:

a. ROCK ELEVATIONS AT ALL HIGH AND LOW POINTS, AND AT ENOUGH INTERMEDIATE POINTS TO CONFIRM SLOPE CONSISTENCY.
b. ROCK AS-BUILTS SHALL BE TAKEN AT ALL LOCATIONS WHERE THERE IS A FINISH GRADE ELEVATION SHOWN ON THE DESIGN PLANS.
c. ALL CATCH BASIN AND MANHOLE RIM ELEVATIONS SHALL BE SHOWN.
d. ELEVATIONS AROUND ISLAND AREAS WILL ALSO BE REQUIRED.
e. WHERE CONCRETE IS TO BE USED AS A FINISHED PRODUCT FOR THE ROADWAY OR PARKING LOT ROCK AS-BUILTS WILL BE REQUIRED AS INDICTED ABOVE AS WELL AS AS-BUILTS ON THE FINISHED CONCRETE AT LOCATIONS WHERE THERE IS A FINISH GRADE ELEVATION SHOWN ON THE DESIGN PLANS.
f. AS-BUILTS SHALL BE TAKEN ON ALL PAVED AND UNPAVED SWALES, PRIOR TO PLACEMENT OF ASPHALT OR TOPSOIL/SOD, AT ENOUGH INTERMEDIATE POINTS TO CONFIRM SLOPE CONSISTENCY AND CONFORMANCE TO THE PLAN DETAILS.

8. LAKE AND CANAL BANK AS-BUILTS SHALL INCLUDE A KEY SHEET OF THE LAKE FOR THE LOCATION OF CROSS SECTIONS. LAKE AND CANAL BANK CROSS SECTIONS SHALL BE PLOTTED AT A MINIMUM OF EVERY 100 LF, UNLESS OTHERWISE SPECIFIED. AS-BUILTS SHALL CONSIST OF THE LOCATION AND ELEVATION OF THE TOP OF BANK, EDGE OF WATER AND THE DEEP CUT LINE, WITH THE DISTANCE BETWEEN EACH SHOWN ON THE DRAWING.

9. RETENTION AREA AS-BUILT ELEVATIONS SHALL BE TAKEN AT THE BOTTOM OF THE RETENTION AREA AND AT THE TOP OF BANK. IF THERE ARE CONTOURS INDICATED ON THE DESIGN PLANS, THEN THEY SHALL BE AS-BUILT AS WELL.

10. UPON COMPLETION OF THE WORK, THE CONTRACTOR SHALL PREPARE RECORD DRAWINGS, "AS-BUILTS", ON FULL SIZE, 24" X 36" REPRODUCIBLE MATERIAL. ALL RECORD DRAWING, "AS-BUILT", INFORMATION SHALL BE PUT ON THE LATEST ENGINEERING DRAWINGS. ONE (1) SET OF REPRODUCIBLE RECORD DRAWINGS, "AS-BUILTS", SHALL BE SUBMITTED ALONG WITH THREE (3) SETS OF BLUE OR BLACK LINE DRAWINGS. THESE DRAWINGS SHALL BE SIGNED AND SEALED BY A FLORIDA REGISTERED PROFESSIONAL LAND SURVEYOR. ADDITIONALLY, AN ELECTRONIC COPY OF THESE RECORD DRAWINGS, "AS-BUILTS", SHALL BE SUBMITTED TO THE ENGINEER OF RECORD IN AUTOCAD FORMAT

VIII. GENERAL

A. IT IS THE INTENT OF THESE SPECIFICATIONS TO DESCRIBE THE MINIMUM ACCEPTABLE TECHNICAL REQUIREMENTS FOR THE MATERIALS AND WORKMANSHIP FOR CONSTRUCTION OF SITE IMPROVEMENTS FOR THIS PROJECT.

B. IT IS THE INTENT THAT THE FDOT "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" (LATEST EDITION) TOGETHER WITH "SUPPLEMENTAL SPECIFICATIONS TO THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" (CURRENT EDITION), AND THE FDOT "ROADWAY AND TRAFFIC DESIGN STANDARDS" (CURRENT EDITION) BE USED WHERE APPLICABLE FOR THE VARIOUS WORK, AND THAT WHERE SUCH WORDING THEREIN REFERS TO THE STATE OF FLORIDA AND ITS DEPARTMENT OF TRANSPORTATION AND PERSONNEL, SUCH WORDING IS INTENDED TO BE REPLACED WITH THE WORDING WHICH WOULD PROVIDE PROPER TERMINOLOGY; THEREBY MAKING SUCH "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" TOGETHER WITH THE "FDOT ROADWAY AND TRAFFIC DESIGN STANDARDS" AS THE "STANDARD SPECIFICATIONS" FOR THIS PROJECT. IF WITHIN A PARTICULAR SECTION, ANOTHER SECTION, ARTICLE OR PARAGRAPH IS REFERRED TO, IT SHALL BE PART OF THE STANDARD SPECIFICATIONS ALSO. THE CONTRACTOR SHALL ABIDE BY ALL LOCAL AND STATE LAWS, REGULATIONS AND BUILDING CODES WHICH HAVE JURISDICTION IN THE AREA.

C. THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS AND EQUIPMENT AND PERFORM ALL OPERATIONS REQUIRED TO COMPLETE THE CONSTRUCTION OF SITE DEVELOPMENT INCLUDING PAVING, GRADING, DRAINAGE, WATER AND SANITARY SEWER AS SHOWN ON THE PLANS, SPECIFIED HEREIN, OR BOTH. IT IS THE INTENT TO PROVIDE A COMPLETE AND OPERATING FACILITY IN ACCORDANCE WITH THESE SPECIFICATIONS AND THE CONSTRUCTION DRAWINGS. THE MATERIAL AND EQUIPMENT SHOWN OR SPECIFIED SHALL NOT BE TAKEN TO EXCLUDE ANY OTHER INCIDENTALS NECESSARY TO COMPLETE THE WORK.

D. ALL LABOR, MATERIALS, AND METHODS OF CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH THE PLANS AND CONSTRUCTION SPECIFICATIONS AND THE MINIMUM ENGINEERING AND CONSTRUCTION STANDARDS ADOPTED BY THE UNIT OF GOVERNMENT WHICH HAS JURISDICTION AND RESPONSIBILITY FOR THE CONSTRUCTION. WHERE CONFLICTS OR OMISSIONS EXIST, THE JURISDICTIONAL GOVERNMENT ENGINEERING DEPARTMENT'S STANDARDS SHALL GOVERN. SUBSTITUTIONS AND DEVIATIONS FROM PLANS AND SPECIFICATIONS SHALL BE PERMITTED ONLY WHEN WRITTEN APPROVAL HAS BEEN ISSUED BY THE ENGINEER.

E. GUARANTEE – ALL MATERIALS AND EQUIPMENT TO BE FURNISHED AND/OR INSTALLED BY THE CONTRACTOR UNDER THIS CONTRACT, SHALL BE GUARANTEED FOR A PERIOD OF (1) ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE THEREOF, AGAINST DEFECTIVE MATERIALS, DESIGN AND WORKMANSHIP. UPON RECEIPT OF NOTICE FROM THE OWNER OF FAILURE OF ANY PART OF THE GUARANTEED EQUIPMENT OR MATERIALS, DURING THE GUARANTEE PERIOD, THE AFFECTED PART OR MATERIALS SHALL BE REPLACED PROMPTLY WITH NEW PARTS OR MATERIALS BY THE CONTRACTOR, AT NO EXPENSE TO THE OWNER. IN THE EVENT THE CONTRACTOR FAILS TO MAKE NECESSARY REPLACEMENT OR REPAIRS WITHIN (7) SEVEN DAYS AFTER NOTIFICATION BY THE OWNER, THE OWNER MAY ACCOMPLISH THE WORK AT THE EXPENSE OF THE CONTRACTOR.

IX. EARTHWORK

A. ALL AREAS TO BE CONSTRUCTED UPON WITH STRUCTURES, PAVEMENT, CURB, SIDEWALK, FENCING ETC. SHALL BE CLEARED AND GRUBBED PRIOR TO CONSTRUCTION. THIS SHALL CONSIST OF THE COMPLETE REMOVAL AND DISPOSAL OF ALL TREES, BRUSH, STUMPS, ROOTS, GRASS, WEEDS, RUBBISH AND ALL OTHER OBSTRUCTIONS RESTING ON OR PROTRUDING THROUGH THE SURFACE OF THE EXISTING GROUND TO A DEPTH OF 1'. ITEMS DESIGNATED TO REMAIN OR TO BE RELOCATED OR TO BE ADJUSTED SHALL BE PROTECTED FROM THE CONSTRUCTION OPERATION. ALL WORK SHALL BE IN ACCORDANCE WITH SECTION 110 OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION).

B. NONE OF THE EXISTING LIMEROCK MATERIAL FROM DEMOLISHED PAVEMENT IS TO BE INCORPORATED IN THE NEW LIMEROCK BASE. THE EXISTING LIMEROCK MATERIAL FROM DEMOLISHED PAVEMENT MAY BE INCORPORATED INTO THE STABILIZED SUBGRADE / SUBBASE, OR STABILIZED SHOULDER.

C. FILL MATERIAL SHALL BE CLASSIFIED AS A-1, A-3, OR A-2-4 IN ACCORDANCE WITH AASHTO N-145 AND SHALL BE FREE FROM VEGETATION AND ORGANIC MATERIAL. NOT MORE THAN 12% BY WEIGHT OF FILL MATERIAL SHALL PASS THE NO. 200 SIEVE.

D. ALL FILL MATERIAL IN AREAS NOT TO BE PAVED SHALL BE COMPACTED TO 95% OF THE MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99.

E. ALL MATERIAL AND CONSTRUCTION SHALL BE SUBJECT TO INSPECTION AND TESTING TO ESTABLISH CONFORMANCE WITH THE SPECIFICATIONS AND SUITABLY FOR THE USES INTENDED. THE CONTRACTOR SHALL NOTIFY THE ENGINEER AT LEAST 48 HOURS PRIOR TO THE TIME HE WILL BE READY FOR AN INSPECTION OR TEST. THE CONTRACTOR SHALL FOLLOW STATE, CITY, AND COUNTY INSPECTION PROCEDURES. THE CONTRACTOR SHALL NOT PROCEED WITH ANY PHASE OF WORK DEPENDENT ON AN INSPECTION OR TEST OF AN EARLIER PHASE OF WORK, PRIOR TO THAT TEST OR INSPECTION PASSING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING CERTIFIED MATERIAL TEST RESULTS TO THE ENGINEER OF RECORD PRIOR TO THE RELEASE OF FINAL CERTIFICATION BY THE ENGINEER. TEST RESULTS MUST INCLUDE, BUT MAY NOT BE LIMITED TO, DENSITIES FOR SUBGRADE AND LIMEROCK, UTILITIES, EXCAVATION, ASPHALT GRADATION REPORTS, CONCRETE CYLINDERS, ETC.

F. WHEN ENCOUNTERED, MUCK SHALL BE COMPLETELY REMOVED FROM THE CENTER LINE (10) TEN FEET BEYOND THE EDGE OF PAVEMENT EACH SIDE. ALL SUCH MATERIAL SHALL BE REPLACED BY APPROVED GRANULAR FILL, COMPACTED TO 98% OF MAXIMUM DENSITY (AASHTO T-180).

G. WHEN ENCOUNTERED WITHIN PROPOSED DRAINAGE SWALES, HARDPAN SHALL BE REMOVED FOR A WIDTH OF (5) FIVE FEET AT THE INVERT AND REPLACED WITH GRANULAR MATERIALS.

H. ALL UNDERGROUND UTILITIES AND DRAINAGE INSTALLATIONS SHALL BE IN PLACE PRIOR TO SUBGRADE COMPACTION AND PAVEMENT CONSTRUCTION.

I. GROUND ADJACENT TO ROADWAY/PAVEMENT WHERE STORMWATER RUNOFF FLOWS FROM PAVEMENT TO GROUND, SHALL BE GRADED (2) TWO INCHES LOWER THAN THE EDGE OF PAVEMENT TO ALLOW FOR THE PLACEMENT OF SOD.

J. SITE GRADING ELEVATIONS SHALL BE WITHIN 0.1' OF THE REQUIRED ELEVATION AND ALL AREAS SHALL BE GRADED TO DRAIN WITHOUT PONDING.

K. THE CONTRACTOR SHALL PERFORM ALL EXCAVATION, FILL, EMBANKMENT AND GRADING TO ACHIEVE THE PROPOSED PLAN GRADES INCLUDING TYPICAL ROAD SECTIONS, SIDE SLOPES AND CANAL SECTIONS. ALL WORK SHALL BE IN ACCORDANCE WITH SECTION 120 OF THE STANDARD SPECIFICATIONS. IF FILL MATERIAL IS REQUIRED IN EXCESS OF THAT GENERATED BY THE EXCAVATION, THE CONTRACTOR SHALL SUPPLY THIS MATERIAL AS REQUIRED FROM OFF-SITE.

L. NO TRENCHES OR HOLES NEAR WALKWAYS, IN ROADWAYS OR THEIR SHOULDERS ARE TO BE LEFT OPEN OVERNIGHT.

X. ASPHALT PAVING

A. WHERE NEW ASPHALT MEETS EXISTING ASPHALT, THE EXISTING ASPHALT SHALL BE SAW CUT TO PROVIDE A STRAIGHT EVEN LINE. PRIOR TO REMOVING CURB OR GUTTER, THE ADJACENT ASPHALT SHALL BE SAW CUT TO PROVIDE A STRAIGHT EVEN LINE.

B. ASPHALT PAVING SHALL BE CONSTRUCTED ON A 12" SUBGRADE, COMPACTED TO A MINIMUM DENSITY OF 100% MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99-C. THE COMPACTED SUBGRADE SHALL BE CONSTRUCTED TO THE LIMITS OF PAVING SHOWN ON THE PLANS. ALL SUBGRADE SHALL HAVE A MINIMUM LBR OF 40 UNLESS OTHERWISE NOTED.

C. ASPHALTIC CONCRETE SURFACE COURSE SHALL BE CONSTRUCTED TO THE LIMITS SHOWN ON THE PLANS. THE SURFACE COURSE SHALL CONSIST OF THE THICKNESS AND TYPE ASPHALTIC CONCRETE AS SPECIFIED IN THE PLANS.

LIMEROCK BASE SHALL BE PREPARED, COMPACTED AND GRADED AND SHALL BE IN ACCORDANCE WITH SECTION 200 OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION). ALL LIMEROCK SHALL BE COMPACTED TO 98% PER AASHTO T-180 AND HAVE NOT LESS THAN 70% OF CARBONATES OF CALCIUM AND MAGNESIUM UNLESS OTHERWISE DESIGNATED. ALL LIMEROCK SHALL BE PRIMED. THE ENGINEER SHALL INSPECT THE COMPLETED BASE COURSE AND THE CONTRACTOR SHALL CORRECT ANY DEFICIENCIES AND CLEAN THE BASE COURSE PRIOR TO THE PLACEMENT OF THE PRIME COAT. A TACK COAT WILL ALSO BE REQUIRED IF THE ENGINEER FINDS THAT THE PRIMED BASE HAS BECOME EXCESSIVELY DIRTY OR THE PRIME COAT HAS CURED TO THE EXTENT OF LOSING BOUNDING EFFECT PRIOR TO PLACEMENT OF THE ASPHALTIC CONCRETE SURFACE COURSE. THE PRIME AND TACK COATS SHALL BE IN ACCORDANCE WITH SECTION 300 OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION)

D. LIMEROCK BASE MATERIAL SHALL BE PLACED IN MAXIMUM 6" LIFTS. BASES GREATER THAN 6" SHALL BE PLACED IN TWO EQUAL LIFTS OR IN ACCORDANCE WITH THE APPLICABLE SECTION OF THE STANDARD SPECIFICATIONS.

E. ASPHALT EDGES THAT ARE NOT CURBED SHALL BE SAW CUT TO PROVIDE A STRAIGHT EVEN LINE TO THE DIMENSIONS SHOWN ON THE HORIZONTAL CONTROL PLAN.

F. ALL UNDERGROUND UTILITIES SHALL BE COMPLETED PRIOR TO FINISHED GRADING AND COMPACTION OF SUBGRADE.

G. EXISTING PAVEMENT, CUT OR DAMAGED BY CONSTRUCTION, SHALL BE PROPERLY RESTORED AT THE CONTRACTOR'S EXPENSE.

H. ALL REPAIRS TO EXISTING PAVEMENT SHALL RECEIVE SAW-CUT EDGES PRIOR TO RELAYING ASPHALT.

I. UTILITY PIPING OR WIRING LESS THAN FOUR (4) INCHES IN DIAMETER SHALL BE CONSTRUCTED IN A SCHEDULE 40 PVC CASING PIPE WITH SAND BACKFILLS UNDER PAVED AREAS ONLY.

J. UNLESS OTHERWISE INDICATED ON THE GRADING PLAN, THE MINIMUM SLOPE OF PAVEMENT SECTIONS SHALL BE:
TRANSVERSE SLOPE – 2.0% FOR ROADWAYS & 1.0% FOR PARKING AREAS.
LONGITUDINAL SLOPE – 0.3%.

K. ASPHALT PAVEMENT SECTIONS FOR ROADWAYS & PARKING LOTS SHALL CONFORM WITH THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION) AND THE FOLLOWING: IF THERE IS A DISCREPANCY BETWEEN THE PLANS, SPECS AND FDOT STANDARDS, THE FDOT STANDARDS SHALL GOVERN.

PAVEMENT BASE COURSE:
SEE PLAN SHEET AND DETAILS FOR LIMEROCK BASE MINIMUM THICKNESS.

PAVEMENT SURFACE COURSE:
SEE PLAN SHEET AND DETAILS FOR THICKNESS AND TYPE OF ASPHALTIC CONCRETE PAVEMENT.
IF PLANS OR DETAILS CALL FOR ASPHALT TO BE CONSTRUCTED IN TWO LIFTS, A TACK COAT (0.25 GAL./SQ. YD.) SHALL BE APPLIED BETWEEN PAVING COURSES.
THE FINAL COURSE OF ASPHALT IS NOT BE APPLIED UNTIL ALL LANDSCAPE CONSTRUCTION, STREET LIGHTING CONSTRUCTION AND ALL SITE AND BUILDING CONSTRUCTION REQUIRING HEAVY EQUIPMENT, THAT MAY DAMAGE THE ASPHALT SURFACE, IS COMPLETE.

L. TESTING

1. THE FINISHED SURFACE OF THE BASE COURSE AND THAT OF THE WEARING SURFACE SHALL NOT VARY MORE THAN 1/4" FROM THE TEMPLATE. ANY IRREGULARITIES EXCEEDING THIS LIMIT SHALL BE CORRECTED.
2. DENSITY TESTS SHALL BE TAKEN BY AN INDEPENDENT TESTING LABORATORY CERTIFIED BY THE STATE OF FLORIDA, WHERE DIRECTED BY THE ENGINEER.
3. DENSITY TESTS ON THE STABILIZED SUBGRADE SHALL BE SUPPLIED TO THE ENGINEER OF RECORD, AND APPROVED BEFORE ANY LIMEROCK BASE IS CONSTRUCTED.
4. DENSITY TESTS (EVERY 7000 SQ. FT.) OF THE BASE AND SUBGRADE, AND AS-BUILTS ON THE FINISHED LIMEROCK BASE SHALL BE SUPPLIED TO THE ENGINEER OF RECORD, AND APPROVED BEFORE ANY ASPHALT PAVEMENT IS CONSTRUCTED.
5. PROCTOR DENSITIES SHALL BE PERFORMED ON ALL MATERIAL, SUBGRADE AND BASE OF ANY SUBSEQUENT CHANGES IN MATERIALS.
6. LIMEROCK BEARING RATIOS, SIEVE ANALYSIS AND DENSITIES REQUIRED BY THE CONTRACT DOCUMENTS SHALL BE SUBMITTED TO THE ENGINEER

XI. CONCRETE CONSTRUCTION

A. CONCRETE SIDEWALK SHALL BE IN ACCORDANCE WITH SECTION 522 OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION) AND IN ACCORDANCE WITH FDOT STANDARD PLANS INDEX NO. 522-001 (LATEST EDITION). CONCRETE SIDEWALK SHALL BE 4" THICK AND CONSTRUCTED ON COMPACTED SUBGRADE, WITH 1/2" EXPANSION JOINTS PLACED AT A MAXIMUM OF 75'. CRACK CONTROL JOINTS SHALL BE 5' ON CENTER. THE BACK OF SIDEWALK ELEVATION SHALL BE 3" HIGHER THAN THE EDGE OF PAVEMENT, UNLESS OTHERWISE SPECIFIED BY LOCAL CODES, OR SHOWN ON THE DRAWINGS. CONCRETE SIDEWALKS THAT CROSS DRIVEWAYS SHALL BE A MINIMUM OF 6" THICK.

B. SIDEWALK CURB RAMPS HALL BE IN ACCORDANCE WITH FDOT STANDARD PLANS INDEX NO. 522-002 (LATEST EDITION).

C. CONCRETE CURB SHALL BE CONSTRUCTED TO THE LIMITS SHOWN ON THE PLANS. THE CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 4000 P.S.I. AT 28 DAYS AND SHALL BE IN ACCORDANCE WITH SECTION 520 OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION). CONCRETE CURBING SHALL BE IN ACCORDANCE WITH FDOT STANDARD PLANS INDEX NO. 520-001 (LATEST EDITION)

XII. SIGNAGE AND PAVEMENT MARKINGS

A. THE ROADS AND PARKING AREAS SHALL BE STRIPED IN ACCORDANCE WITH THE PLANS. NO STRIPE SHALL BE LESS THAN THE SPECIFIED WIDTH NOR SHALL IT EXCEED THE SPECIFIED WIDTH BY MORE THAN 1/2 INCH. STRIPING SHALL BE IN ACCORDANCE WITH SECTIONS 710 AND 971 OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION).

B. IT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO INSTALL AND MAINTAIN ADEQUATE TRAFFIC CONTROL DEVICES, WARNING DEVICES AND BARRIERS FOR THE PURPOSE OF PROTECTING THE TRAVELING PUBLIC, HIS WORKMEN AND THE WORK AREA IN GENERAL. SUCH TRAFFIC CONTROL SHALL BE MAINTAINED FOR THE DURATION OF THE PROJECT PERIOD, INCLUDING ANY TEMPORARY SUSPENSIONS OF THE WORK. MAINTENANCE OF TRAFFIC SHALL BE IN ACCORDANCE WITH SECTION 102 OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION) AND THE STATE OF FLORIDA, MANUAL OF TRAFFIC CONTROL AND SAFE PRACTICES FOR STREET AND HIGHWAY CONSTRUCTION, MAINTENANCE AND UTILITY OPERATIONS.

C. ALL STRIPING WITHIN THE PUBLIC RIGHT-OF-WAY AND AT DRIVEWAY ACCESS POINTS SHALL BE THERMOPLASTIC IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS. UNLESS OTHERWISE NOTED ON THE PLANS.

D. ALL SIGNING AND MARKINGS SHALL CONFORM TO THE M.U.T.C.D AND COUNTY TRAFFIC ENGINEERING STANDARDS (LATEST EDITION).

E. ALL PAVEMENT MARKINGS SHALL BE THERMOPLASTIC UNLESS OTHERWISE NOTED.

XIII STORM DRAINAGE

A. GENERAL:

1. CATCH BASIN GRATES AND RIM ELEVATIONS AS SHOWN ON PLANS MAY BE ADJUSTED TO CONFORM TO NEW OR EXISTING GRADES.

2. DISTANCES AND LENGTHS SHOWN ON PLANS AND PROFILE DRAWINGS ARE REFERENCED TO THE CENTER OF STRUCTURES.

B. MATERIALS:

NOTE: WHERE MORE THAN ONE SPECIFIED MATERIAL EXISTS FOR AN ITEM, IT IS THE CONTRACTORS OPTION TO USE EITHER MATERIAL.

1. REINFORCED CONCRETE PIPE (R.C.P.) SHALL MEET THE REQUIREMENTS OF ASTM C-76, LATEST REVISION. RUBBER GASKETS OR OTHER MANUFACTURER SUPPLIED JOINT SEALER SHALL BE USED.

2. HIGH DENSITY POLYETHYLENE PIPE (HDPE) SIZES 12"-36", SHALL BE CORRUGATED TYPE, SMOOTH INTERIOR, CONFORMING TO ASTM F405, ASTM F667, AASHTO M252 AND AASHTO M294 AS MANUFACTURED BY ADVANCED DRAINAGE SYSTEMS, INC. OR APPROVED EQUAL.

3. CORRUGATED ALUMINUM PIPE (C.A.P.) IS AN ALUMINUM SPIRAL PIPE FORMED FROM COILED ALUMINUM SHEETS AND SHALL CONFORM TO ASTM B745 AND AASHTO M196, AS MANUFACTURED BY KAISER ALUMINUM, INC., OR APPROVED EQUAL. THE CORRUGATION PATTERN AND GAUGE SHALL BE AS FOLLOWS:

DIAMETER	CORRUGATION	GAUGE
12" TO 21"	2 2/3" X 7/16"	16
24" TO 27"	2 2/3" X 1/2"	16
30"	2 2/3" X 1/2"	14
36" TO 54"	3" X 1"	14
60" TO 78"	3" X 1"	12

4. THE HIGH DENSITY POLYETHYLENE PIPE JOINTS SHALL BE OF A RUBBER OR NEOPRENE GASKET DESIGN TO SECURE A SOIL TIGHT JOINT.

5. PIPE COUPLINGS FOR C.A.P. SHALL BE 12" WIDE (MINIMUM) 24" FOR 60" DIAMETER OR LARGER. SPLIT BANDS OF THE SAME ALLOY AS THE PIPE MAY BE ONE GAUGE LIGHTER THAN THE PIPE. POLYURETHANE OR OTHER MANUFACTURER SUPPLIED SEALANT SHALL BE USED WITH THE COUPLINGS.

6. THE RIP RAP HEADWALLS SHALL BE CONSTRUCTED OF SAND/CEMENT WITH A MINIMUM 2000 P.S.I. COMPRESSIVE STRENGTH TO MEET FLORIDA D.O.T. STANDARDS. THE BAGS SHALL BE PERMEABLE BURLAP, CLOTH OR PAPER. A CONCRETE CAP SHALL BE POURED ON TOP OF THE SAND/CEMENT RIP RAP BAGS WITH A MINIMUM 3000 P.S.I. COMPRESSION STRENGTH.

7. ALL DRAINAGE CATCH BASINS AND STRUCTURES SHALL BE PRECAST CONCRETE AS MANUFACTURED BY U.S. PRECAST CORPORATION OR EQUAL, UNLESS OTHERWISE NOTED IN THE PLANS. THE MINIMUM WALL AND SLAB THICKNESS SHALL BE 8 INCHES AND THE MINIMUM REINFORCING SHALL BE NO. 4 BARS AT 12 INCHES EACH WAY UNLESS OTHERWISE INDICATED. CONCRETE SHALL BE MINIMUM OF FC=4000 P.S.I. AT 28 DAYS.

8. TRENCH DRAIN SHALL BE POLYCAST PRE-SLOPED 600 SERIES OR APPROVED EQUAL.

C. INSTALLATION:

1. PIPE SHALL BE PLACED ON A MINIMUM OF 8" STABLE GRANULAR MATERIAL FREE OF ROCK FORMATION AND OTHER FOREIGN FORMATIONS, AND CONSTRUCTED TO A UNIFORM GRADE AND LINE.

2. BACKFILL MATERIAL SHALL BE WELL GRADED GRANULAR MATERIAL, WELL TAMPED IN LAYERS NOT TO EXCEED 6 INCHES TO A HEIGHT OF 12 INCHES ABOVE PIPE AS SHOWN ON THE PLANS.

3. PROVIDE A MINIMUM PROTECTIVE COVER OF 18 INCHES OVER STORM SEWER AND AVOID UNNECESSARY CROSSING BY HEAVY CONSTRUCTION VEHICLES DURING CONSTRUCTION.

4. THE CONTRACTOR SHALL NOTIFY THE LOCAL ENGINEERING & UTILITIES DEPARTMENT AT LEAST 7 DAYS PRIOR TO THE START OF THE CONSTRUCTION.

5. HDPE PIPE SHALL BE INSTALLED IN ACCORDANCE WITH ASTM D2321.

XIV. WATER DISTRIBUTION / SANITARY FORCE MAINS.

A. MATERIALS:

NOTE: WHERE MORE THAN ONE SPECIFIED MATERIAL EXISTS FOR AN ITEM, IT IS THE CONTRACTORS OPTION TO USE EITHER MATERIAL., WHERE THE PLANS DO NOT CALL FOR A PIPE MATERIAL THE MATERIAL SHALL BE EITHER PVC OR DIP AS SPECIFIED BELOW.

1. PVC WATERMAINS 4"-12" SHALL BE PLASTIC PRESSURE PIPE WITH INTEGRAL BELL AND SPIGOT JOINTS FOR THE CONVEYANCE OF WATER AND OTHER FLUIDS. THIS PIPE SHALL MEET ALL THE REQUIREMENTS OF AWWA STANDARD C900, POLYVINYL CHLORIDE (PVC) WATER DISTRIBUTION PIPE. THE BELL SHALL CONSIST OF AN INTEGRAL WALL SECTION WITH A FACTORY INSTALLED ELASTOMERIC GASKET WHICH MEETS THE REQUIREMENT OF ASTM F477. THE JOINT DESIGN SHALL MEET THE REQUIREMENTS OF ASTM D3139.

2. DUCTILE IRON PIPE FOR WATER DISTRIBUTION MAINS SHALL CONFORM TO ANSI/AWWA STANDARD C151/A21.51-02 LATEST REVISION, "DUCTILE IRON PIPE CENTRIFUGALLY CAST IN METAL MOLDS OR SAND-LINED MOLDS" WITH A MINIMUM WALL THICKNESS OF CLASS 51 (PRESSURE CLASS 350) UNLESS OTHERWISE DIRECTED BY THE ENGINEER. DUCTILE IRON PIPE SHALL BE CEMENT LINED AND SEAL COATED IN ACCORDANCE WITH ANSI/AWWA STANDARD C104/A21.4-95 LATEST REVISION. THE PIPE SHALL BE ADAPTED FOR USE WITH CLASS 250 FITTINGS FOR ALL SIZES.

3. DUCTILE IRON PIPE FOR SEWAGE FORCE MAINS SHALL CONFORM TO ANSI/AWWA STANDARD C151/A21.51-02 LATEST REVISION, "DUCTILE IRON PIPE CENTRIFUGALLY CAST IN METAL MOLDS OR SAND- LINED MOLDS" WITH A MINIMUM WALL THICKNESS OF CLASS 51 (PRESSURE CLASS 350) UNLESS OTHERWISE DIRECTED BY THE ENGINEER. DUCTILE IRON PIPE SHALL BE INTERIOR CERAMIC EPOXY LINED AND EXTERIOR COATED WITH THE MANUFACTURER'S COATING SYSTEM (PROTECTO 401 CERAMIC EPOXY WITH A MINIMUM DRY FILM THICKNESS OF 40 MILS AND AN OUTSIDE COATING OF EITHER COAL TAR EPOXY OR ASPHALT.) IN EITHER CASE, THE ENGINEER'S REVIEW AND APPROVAL IS REQUIRED FOR EITHER ALTERNATIVE PRIOR TO CONSTRUCTION. CEMENT MORTARED LININGS ARE NOT APPROPRIATE FOR THIS APPLICATION.

4. DUCTILE IRON FITTINGS FOR WATER DISTRIBUTION MAINS SHALL CONFORM TO ANSI/AWWA STANDARD C110/A21.10-98 LATEST REVISION. FITTINGS 4" AND LARGER SHALL BE CEMENT LINED AND SEAL COATED IN ACCORDANCE WITH ANSI/AWWA STANDARD C104/A21.4-95 LATEST REVISION.

5. CAST IRON AND DUCTILE IRON FITTINGS FOR SEWAGE FORCE MAINS SHALL CONFORM TO ANSI/AWWA STANDARD C110/A21.10-98 LATEST REVISION. FITTINGS 4" AND LARGER SHALL BE COATED IN ACCORDANCE WITH THE REQUIREMENTS OF DUCTILE IRON PIPE FOR SEWAGE FORCE MAINS.

6. JOINTS FOR BELL AND SPIGOT DUCTILE IRON PIPE AND FITTINGS SHALL CONFORM TO ANSI/AWWA STANDARD C111/A21.11-00 LATEST REVISION. MECHANICAL JOINT OR PUSH-ON JOINT TO BE RUBBER GASKET COMPRESSION-TYPE. SPECIAL FITTINGS AND JOINTS SHALL BE CONSIDERED FOR SPECIFIC INSTALLATION SUBJECT TO THE APPROVAL OF THE ENGINEER.

7. JOINTS FOR PVC PRESSURE PIPE SHALL BE BELL AND SPIGOT PUSH-ON RUBBER GASKET TYPE ONLY. NO SOLVENT WELD OR THREADED JOINTS WILL BE PERMITTED.

8. WATER DISTRIBUTION SYSTEM RESTRAINT: ALL FITTINGS AND SPECIFIC PIPE JOINTS SHALL BE RESTRAINED AS OUTLINED BELOW:

JOINT	RESTRAINT
PUSH-ON P.V.C.	EBBA IRON SERIES 2800 HARNESS
PUSH-ON D.I.P.	TR-FLEX BY U.S. PIPE OR FLEX RING BY AMERICAN
FITTINGS W/ D.I.P.	EBBA IRON SERIES 1100 MEGALUG
FITTINGS W/ P.V.C.	EBBA IRON SERIES 2000 MEGALUG

LENGTH OF RESTRAINED PIPE SHALL BE AS INDICATED ON RESTRAINED JOINT PIPE DETAIL. (SEE WATER & SEWER DETAIL SHEET)

9. SEWAGE FORCE MAIN SYSTEM RESTRAINT: ALL FITTINGS AND SPECIFIC PIPE JOINTS SHALL BE RESTRAINED AS OUTLINED BELOW

JOINT	RESTRAINT
PUSH-ON P.V.C.	EBBA IRON SERIES 2800 HARNESS
PUSH-ON D.I.P.	TR-FLEX BY U.S. PIPE OR FLEX RING BY AMERICAN
FITTINGS W/ D.I.P.	EBBA IRON SERIES 1100 MEGALUG
FITTINGS W/ P.V.C.	EBBA IRON SERIES 2000 MEGALUG

LENGTH OF RESTRAINED PIPE SHALL BE AS INDICATED ON RESTRAINED JOINT PIPE DETAIL. (SEE WATER & SEWER DETAIL SHEET)

10. WATER DISTRIBUTION VALVES SHALL BE GATE VALVES, IRON BODY, FULLY RESILIENT SEAT BRONZED MOUNTED NON-RISING STEM, RATED AT 200 P.S.I. AND CONFORMING TO ANSI/AWWA C509-01 OR LATEST REVISION, AND SHALL HAVE MECHANICAL JOINTS.

a. GATE VALVES 2" AND LARGER SHALL BE MUELLER A-2380-20, AMERICAN 80 LINE OR CLOW F-6100, CONFORMING TO ANSI/AWWA C500-93, OR, IN EITHER CASE, APPROVED EQUAL.
b. TAPPING VALVES SHALL BE MUELLER H667 OR APPROVED EQUAL.

11. TAPPING SLEEVES SHALL BE MUELLER H615, CLOW F- 2505 OR APPROVED EQUAL.

12. VALVE BOXES SHALL BE U.S. FOUNDRY 7500 OR APPROVED EQUAL PAINTED BLUE WITH THE DESIGNATION "WATER". BLUE/WHITE RAISED REFLECTIVE PAVEMENT MARKER SHALL BE USED TO IDENTIFY VALVE BOX LOCATION.

13. RETAINER GLANDS FOR D.I.P. SHALL CONFORM TO ANSI/AWWA C111/A21.11-00 OR LATEST REVISION. ALL GLANDS SHALL BE MANUFACTURED FROM DUCTILE IRON AS LISTED BY UNDERWRITERS LABORATORIES FOR 250 PSI MINIMUM WATER PRESSURE RATING. CLOW CORPORATION MODEL F-1058, STANDARD FIRE PROTECTION EQUIPMENT COMPANY OR APPROVED EQUAL.

14. LOCATING WIRE SHALL BE INSTALLED 1 FOOT ABOVE INSTALLED PVC PRESSURE PIPE TO ENSURE THAT PIPE CAN BE LOCATED AFTER BURIAL.

15. DRESSER COUPLINGS SHALL BE REGULAR BLACK COUPLINGS WITH PLAIN GASKETS FOR GALVANIZED STEEL PIPE. THEY SHALL BE DRESSER STYLE 90. NO SUBSTITUTIONS ALLOWED.

16. FIRE HYDRANTS SHALL BE MUELLER CENTURION TRAFFIC TYPE A-423 WITH 5 1/4" INTERNAL VALVE OPENING OR APPROVED EQUIVALENT. MAIN VALVE OPENING TO BE DETERMINED BY THE WATER DEPARTMENT. PUMPER NOZZLE TO BE 18" FROM FINISHED GRADE. ALL HYDRANTS TO BE INSTALLED WITH CONTROL VALVE. RETAINER GLANDS ARE PREFERRED FOR RESTRAINING. FIRE HYDRANT SHALL COMPLY WITH ANSI/AWWA C502-94. FIRE HYDRANTS SHALL BE PAINTED YELLOW IN ACCORDANCE WITH N.F.P.A. #291 OR PER LOCAL/COUNTY STANDARDS HAVING JURISDICTION. BLUE RAISED REFLECTIVE PAVEMENT MARKER (RPM) SHALL BE USED TO IDENTIFY FIRE HYDRANT LOCATION. THE PLACEMENT OF THE RPM TO BE PER LOCAL/COUNTY STANDARDS HAVING JURISDICTION

17. SEWAGE FORCE MAIN VALVES SHALL BE PLUG VALVES WHICH SHALL BE OF THE NON-LUBRICATED, ECCENTRIC TYPE WITH RESILIENT FACED PLUGS, PORT AREAS FOR VALVES 20 INCHES AND SMALLER SHALL BE AT LEAST 80% OF FULL PIPE AREA. PORT AREA OF VALVES 24 INCHES AND LARGER SHALL BE AT LEAST 70% OF FULL PIPE AREA. THE BODY SHALL BE OF SEMI-STEEL (ASTM A-126 C1.B) AND SHALL HAVE BOLTED BONNET WHICH GIVES ACCESS TO THE INTERVALS OF THE VALVE. SEATS SHALL BE WELDED OVERLAY OF HIGH NICKEL CONTENT OR A STAINLESS STEEL PLATE LOCKED IN THE BODY CAVITY. IF A PLATE IS USED, IT SHALL BE REPLACEABLE THROUGH THE BONNET ACCESS. BEARINGS SHALL BE PERMANENTLY LUBRICATED OF STAINLESS STEEL, BRONZE OR TEFLON LINED, FIBER GLASS BACKED DURALON. BEARING AREAS SHALL BE ISOLATED FROM THE FLOW WITH GRIT SEALS. VALVES SHALL HAVE PACKING BONNETS WHERE THE SHAFT PROTRUDES FROM THE VALVE AND THE PACKING SHALL BE SELF-ADJUSTING CHEVRON TYPE WHICH CAN BE REPLACED WITHOUT REMOVING THE BONNET. ALL NUTS, BOLTS, SPRINGS AND WASHERS SHALL BE STAINLESS STEEL.

18. PLUG VALVES SHALL BE DESIGNED FOR A WORKING PRESSURE OF 150 P.S.I. THE VALVE AND ACTUATOR SHALL BE CAPABLE OF SATISFACTORY OPERATION IN EITHER DIRECTION OF FLOW AGAINST PRESSURE DROPS UP TO AND INCLUDING 100 P.S.I. (FOR PLUG VALVES OVER 12 INCHES IN DIAMETER). VALVES SHALL BE BUBBLE TIGHT IN BOTH DIRECTIONS AT 100 PSI DIFFERENTIAL. PLUG VALVES SHALL HAVE WORM GEAR OPERATORS. THE OPERATING MECHANISM SHALL BE FOR BURIED SERVICE WITH A 2 INCH SQUARE OPERATING NUT.

19. PLUG VALVES ARE TO BE INSTALLED WITH THE SEAT POINTED TOWARDS THE UPSTREAM FLOW, WHEN SPECIFIED.

20. SWING CHECK VALVES FOR WATER, SEWAGE, SLUDGE, AND GENERAL SERVICE SHALL BE OF THE OUTSIDE LEVER AND SPRING OR WEIGHT TYPE, IN ACCORDANCE WITH ANSI/AWWA C 508-01 SWING-CHECK VALVES FOR WATERWORKS SERVICE, 2 IN. THROUGH 24 IN. NPS, UNLESS OTHERWISE INDICATED, WITH FULL-OPENING PASSAGES, DESIGNED FOR A WATER-WORKING PRESSURE OF 150 P.S.I. THEY SHALL HAVE A FLANGED COVER PIECE TO PROVIDE ACCESS TO THE DISC.

21. COLOR CODING OF PIPING AT DRINKING WATER TREATMENT PLANTS. ALL NEW OR ALTERED, ABOVE GROUND PIPING AT DRINKING WATER TREATMENT PLANTS SHALL BE COLOR CODED AND LABELED AS RECOMMENDED IN SECTION 2.14 OF RECOMMENDED STANDARDS FOR WATER WORKS AS INCORPORATED INTO RULE 62-555.330, F.A.C. IN ADDITION, ALL UNDERGROUND WATER MAIN PIPE THAT IS INSTALLED AT DRINKING WATER TREATMENT PLANTS ON OR AFTER AUGUST 28, 2003, AND THAT IS CONVEYING FINISHED DRINKING WATER SHALL BE COLOR CODED AS REQUIRED UNDER SUBPARAGRAPH 62-555.320(21)(B)3, F.A.C. THIS SUBSECTION DOES NOT APPLY TO DRINKING WATER TREATMENT PLANT PIPING INSTALLED OR ALTERED UNDER A CONSTRUCTION PERMIT FOR WHICH THE DEPARTMENT RECEIVED A COMPLETE APPLICATION BEFORE AUGUST 28, 2003.

B. SERVICE CONNECTION:

1. SERVICE SADDLES SHALL BE EPOXY COATED DUCTILE IRON (ASTM A536) WITH STAINLESS STEEL STRAPS, SADDLES SHALL BE DOUBLE STRAP TYPE.

2. SERVICE LINES SHALL BE POLYETHYLENE (PE 3408), 200 P.S.I RATED, DR9. PIPE JOINTS SHALL BE OF THE COMPRESSION TYPE TOTALLY CONFINED GRIP SEAL AND COUPLING NUT.

3. CORPORATION STOPS SHALL BE MANUFACTURED OF BRASS ALLOY IN ACCORDANCE WITH ASTM B-62 WITH THREADED ENDS, AS MANUFACTURED BY FORD BALLCORP, CATALOG # 1100 OR APPROVED EQUAL.

4. CURB STOPS SHALL BE FORD V63-44W-1" & OR APPROVED EQUAL.

5. METER STOPS SHALL BE 900 LOCKWING TYPE AND SHALL BE OF BRONZE CONSTRUCTION IN ACCORDANCE FV63-777W-2" WITH ASTM B-62. METER STOPS SHALL BE CLOSED BOTTOM DESIGN AND RESILIENT "O" RING SEALED AGAINST EXTERNAL LEAKAGE AT THE TOP. STOPS SHALL BE EQUIPPED WITH A METER COUPLING NUT ON THE OUTLET SIDES, AS MANUFACTURED BY FORD OR APPROVED EQUAL.

C. INSTALLATION:

1. WHERE RESTRAINED PIPE JOINTS ARE REQUIRED DUE TO FITTINGS, APPURTENANCES, ETC., PIPE MATERIAL SHALL BE D.I.P..

2. ALL PVC PIPE SHALL BE INSTALLED IN ACCORDANCE WITH THE UNI-BELL PLASTIC PIPE ASSOCIATION "GUIDE FOR INSTALLATION OF PVC PRESSURE PIPE FOR MUNICIPAL WATER DISTRIBUTION SYSTEM," AND ANSI/AWWA C605-94 STANDARD.

3. ALL DIP SHALL BE INSTALLED IN ACCORDANCE WITH ANSI/AWWA C600-05 LATEST REVISION.

4. ALL WATER MAINS SHALL TYPICALLY BE LAID WITH A MINIMUM 36" COVER FOR PVC AND 30" COVER FOR DIP.

5. DETECTO TAPE SHALL BE LAID 18 INCHES ABOVE ALL WATER LINES. A 14 GAUGE MULTI-STRAND WIRE SHALL BE ATTACHED TO ALL NONCONDUCTIVE WATER MAINS TO FACILITATE LOCATION. AN EXTRA 4 FEET OF WIRE SHALL BE PROVIDED AT ALL VALVES, BLOW-OFFS, HYDRANTS, ETC. THE WIRE SHALL BE TESTED FOR CONTINUITY AT THE PRESSURE TEST.

6. PIPE DEFLECTION SHALL NOT EXCEED 50% OF THE MAXIMUM DEFLECTION RECOMMENDED BY THE MANUFACTURER.

7. A CONTINUOUS AND UNIFORM BEDDING SHALL BE PROVIDED. BACKFILL MATERIAL SHALL BE TAMPED IN 9" LAYERS AROUND THE PIPE AS SHOWN ON THE PLANS. STONES FOUND IN THE TRENCH SHALL BE REMOVED FOR A DEPTH OF AT LEAST 8" BELOW THE BOTTOM OF THE PIPE.

8. ALL VALVES SHALL BE INSTALLED WITH ADJUSTABLE CAST IRON VALVE BOXES WITH THE WORD "WATER", "SEWER", "SERVICE", "FIRE" AS APPLICABLE, CAST IN THE COVER. U.S.F. OR APPROVED EQUAL.

9. DETECTO TAPE SHALL BE LAID (18) INCHES BELOW FINAL GRADE ALONG ALL FORCE MAINS. A 14 GAUGE MULTI-STRAND WIRE SHALL BE ATTACHED TO ALL PVC FORCE MAINS TO FACILITATE LOCATION.

D. TESTING:

1. BEFORE ANY PHYSICAL CONNECTIONS AND ACCEPTANCE FOR OPERATION TO THE EXISTING WATER MAINS ARE MADE, THE COMPLETE WATER SYSTEM SHALL BE PRESSURE TESTED AND DISINFECTED. COPIES OF PASSING BACTERIOLOGICAL RESULTS AND PRESSURE TEST RESULTS MUST BE SUBMITTED TO, AND APPROVED BY, THE ENGINEER, UTILITY OWNER, FLORIDA DEPARTMENT OF ENVIROMENTAL PROTECTION, AND HEALTH DEPARTMENT. HYDROSTATIC TESTING OF NEW MAINS SHALL BE PERFORMED AT A MINIMUM STARTING PRESSURE OF 150 P.S.I. FOR TWO HOURS IN ACCORDANCE WITH ANSI/AWWA C600-05 OR LATEST REVISION. THE PRESSURE TEST SHALL NOT VARY MORE THAN 5 P.S.I. DURING THE TEST. THE WATER SYSTEM SHALL BE DISINFECTED IN ACCORDANCE WITH THE ANSI/AWWA C651-05.

2. THE PRESSURE TEST SHALL BE WITNESSED BY A REPRESENTATIVE OF THE UTILITY OWNER AND THE ENGINEER OF RECORD.

3. SAMPLING POINTS SHALL BE PROVIDED BY THE CONTRACTOR AT THE LOCATIONS SHOWN ON THE PLANS IF BACTERIOLOGICAL SAMPLES ARE CONDUCTED BY THE UTILITY OWNER. THE UTILITY OWNER SHALL BE REIMBURSED BY THE CONTRACTOR.

4. BACTERIOLOGICAL TESTING SHALL BE IN ACCORDANCE WITH AWWA/ANSI C651-05. MAXIMUM DISTANCE BETWEEN SAMPLING POINTS SHALL BE AS FOLLOWS:
TRANSMISSION MAINS: EVERY 1200 FEET
BRANCH MAINS: EVERY 1000 FEET
ISOLATED MAINS < 1000 FEET: 2 SAMPLE POINTS
ISOLATED MAINS > 1000 FEET: 3 SAMPLE POINTS

5. THE ALLOWABLE LEAKAGE DURING THE PRESSURE TEST SHALL BE LESS THAN THE NUMBER OF GALLONS PER HOUR AS DETERMINED BY THE FORMULA:
$Q = LD\sqrt{P} / 148,000$
IN WHICH Q EQUALS THE QUANTITY OF MAKEUP WATER IN GALLONS PER HOUR. L EQUALS LENGTH OF PIPE (LINEAR FEET), D EQUALS NOMINAL DIAMETER OF PIPE (INCHES) AND P EQUALS THE AVERAGE TEST PRESSURE (POUNDS PER SQUARE INCH GAUGE). MAXIMUM LENGTH OF TEST PIPE SECTION SHOULD BE 2000 FEET. REPUMPING OF LINE DURING PRESSURE TEST IS NOT ALLOWED.

6. SAMPLES ARE TO COMPLY WITH FLORIDA ADMINISTRATIVE CODE CHAPTER 62-555.340(2) WHICH REQUIRES AT LEAST TWO SAMPLES FOR NEW OR ALTERED TREATMENT OR STORAGE FACILITES AND WATERMAINS TO BE TAKEN IN TWO CONSECUTIVE DAYS (ONE PER DAY) AT EACH OF THE LOCATIONS. SAMPLES ARE TO BE ANALYZED FOR TOTAL RESIDUAL CHLORINE AND FOR THE PRESENCE OF TOTAL COLIFORM. CHAPTER 62-555.340(2) ALSO STATES: 'IF ANY SAMPLE CONTAINS MORE THAN FOUR MILLIGRAMS PER LITER OF TOTAL CHLORINE, THE SAMPLE SHALL BE CONSIDERED INVALID. BACTERIOLOGICAL TEST RESULTS SHALL BE CONSIDERED UNACCEPTABLE IF THE TESTS WERE COMPLETED MORE THAN 60 DAYS BEFORE THE DEPARTMENT RECEIVED THE RESULTS."

XV. GRAVITY SEWER COLLECTION SYSTEM

A. GENERAL:

1. MANHOLE RIM ELEVATIONS AS SHOWN ON PLANS MAY BE ADJUSTED TO CONFORM TO NEW OR EXISTING GRADES.

2. DISTANCE AND LENGTHS SHOWN ON PLANS AND PROFILE DRAWINGS ARE REFERENCED TO THE CENTER OF STRUCTURES.

B. MATERIALS:
NOTE: WHERE MORE THAN ONE SPECIFIED MATERIAL EXISTS FOR AN ITEM, IT IS THE CONTRACTORS OPTION TO USE EITHER MATERIAL.

1. ALL PVC SEWER PIPE AND FITTINGS SHALL BE NON-PRESSURE POLYVINYL CHLORIDE (PVC) PIPE CONFORMING TO ASTM D 3034, SDR 35, WITH PUSH-ON RUBBER GASKET JOINTS.

2. DUCTILE IRON PIPE SHALL CONFORM TO ANSI/AWWA C151/A21.51-02 LATEST REVISION, "DUCTILE IRON PIPE CENTRIFUGALLY CAST IN METAL MOLDS OR SAND-LINED MOLDS" WITH WALL THICKNESS CLASS 50 FOR 8" AND ABOVE, CLASS 52 FOR 4" AND 6", UNLESS OTHERWISE DIRECTED BY THE ENGINEER. DUCTILE IRON PIPE SHALL BE EPOXY LINED OR COATED WITH THE MANUFACTURER'S COATING SYSTEM AS APPROVED BY THE ENGINEER OF RECORD AND THE CITY ENGINEER. IN EITHER CASE, THE ENGINEER'S REVIEW AND APPROVAL IS REQUIRED FOR EITHER ALTERNATIVE PRIOR TO CONSTRUCTION. CEMENT MORTARED LININGS ARE NOT APPROPRIATE FOR THIS APPLICATION.

3. ALL DUCTILE IRON FITTINGS SHALL CONFORM TO ANSI/AWWA STANDARD C110/A21.10-98 LATEST REVISION. ALL FITTINGS AND ACCESSORIES SHALL BE EPOXY LINED AND AS MANUFACTURED OR SUPPLIED BY THE PIPE MANUFACTURER OR APPROVED EQUAL.

4. MANHOLES SHALL BE PRECAST PER ASTM C 478 WITH 4,000 P.S.I. CONCRETE, 8" MINIMUM WALL THICKNESS AND GRADE 60 STEEL. MONOLITHICALLY POURED BASES ONLY (8" MIN. THICKNESS).

5. MANHOLES ARE TO BE SEALED WITH TYPE II SULPHATE RESISTANT CEMENT OR APPROVED EQUAL – NO MOLDING PLASTER.

6. JOINTS FOR BELL AND SPIGOT DUCTILE IRON PIPE AND FITTINGS SHALL CONFORM TO ANSI/AWWA STANDARD C111/A21.11-00 LATEST REVISION. MECHANICAL JOINT OR PUSH-ON JOINT TO BE RUBBER GSKET COMPRESSION- TYPE. SPECIAL FITTINGS AND JOINTS SHALL BE CONSIDERED FOR SPECIFIC INSTALLATION SUBJECT TO THE APPROVAL OF THE ENGINEER.

7. P.V.C. CLEAN-OUTS TO HAVE SCREW TYPE ACCESS PLUG. LONG RADIUS WYE CONNECTIONS AND FITTINGS SHALL BE USED IN ORDER TO ACCESS CLEAN-OUT OPERATIONS.

8. CLEANOUTS SHALL BE INSTALLED AT ALL SEWER SERVICES EXCEEDING 75' IN LENGTH (EVERY 75') WITH A CLEANOUT AT THE PROPERTY LINE, EASEMENT LINE, OR 5' FROM A BUILDING. THE CONTRACTOR SHALL COORDINATE THE LOCATION OF THE BUILDING CLEANOUT AND ELEVATION OF THE END OF THE SEWER SERVICE WITH THE BUILDING PLUMBING CONTRACTOR. CLEANOUTS SHALL BE THE SAME SIZE AS THE SERVICE LATERAL IN WHICH THEY ARE INSTALLED.

9. CLEANOUTS LOCATED IN ROADWAY ARE TO BE TRAFFIC RATED.

C. INSTALLATION:

1. PVC SEWER PIPE SHALL BE LAID IN ACCORDANCE WITH ASTM D 2321 AND THE UNI-BELL PLASTIC PIPE ASSOCIATION'S "RECOMMENDED PRACTICE FOR THE INSTALLATION OF PVC SEWER PIPE."

2. D.I.P. SHALL BE INSTALLED IN ACCORDANCE WITH ANSI/AWWA C-600-99 OR LATEST REVISION.

3. PIPE TO MANHOLE CONNECTION TO BE FERNCO NEOPRENE BOOT COUPLINGS WITH STAINLESS STEEL ACCESSORIES OR APPROVED EQUAL.

4. MANHOLES SHALL BE SET PLUMB TO LINE AND GRADE ON FIRM SUBGRADE PROVIDING UNIFORM BEARING UNDER THE BASE.

5. ALL OPENINGS AND JOINTS SHALL BE SEALED WATERTIGHT.

6. TWO COATS OF KOPPERS 300-M, FIRST RED, SECOND ONE BLACK, SHALL BE APPLIED TO THE INSIDE OF ALL MANHOLES AND SHALL BE APPLIED IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS (16 MILS PER COAT). ONE COAT OF BLACK KOPPERS 300-M SHALL BE APPLIED TO THE OUTSIDE OF THE MANHOLE. THE INTERIOR COATS SHALL BE APPLIED AFTER SEWER LAMPING OF LINES. AFTER THE APPLICATION OF EACH COAT, THE UTILITY OWNER AND SHALL INSPECT THE MANHOLES. THE INSPECTION SHALL BE SCHEDULED A MINIMUM OF 48 HOURS PRIOR TO INSPECTION.

7. PROVIDE A MINIMUM (6) INCH BED OF 3/4" WASHED ROCK FOR ALL SUB-AQUEOUS GRAVITY SEWER PIPES.

D. TESTING:

1. AFTER CONSTRUCTION OF THE SEWER SYSTEM, THE ENGINEER MAY REQUIRE A VISUAL INFILTRATION AND/OR EXFILTRATION TEST TO BE PERFORMED ON THE ENTIRE SYSTEM OR ANY PART THEREOF.

2. AN AIR TEST MAY BE SUBSTITUTED FOR THE WATER EXFILTRATION TEST, UPON APPROVAL OF THE ENGINEER.

3. MANHOLE LEAKAGE TEST SHALL NOT EXCEED FOUR GALLONS PER DAY PER UNIT. NO VISIBLE LEAKAGE ALLOWED.

4. THE ALLOWABLE LIMITS OF SEWER PIPE LEAKAGE FOR GRAVITY SEWER MAINS SHALL NOT EXCEED 100 GALLONS PER INCH OF INSIDE PIPE DIAMETER PER MILE PER DAY FOR ANY SECTION TESTED. NO VISIBLE LEAKAGE SHALL BE ALLOWED AND LINES MAY BE T.V. INSPECTED AT NO EXPENSE TO THE CONTRACTOR.

5. TESTING OF GRAVITY SEWER MAINS AND LATERALS SHALL BE IN ACCORDANCE WITH THE UTILITY OWNER'S MINIMUM DESIGN AND CONSTRUCTION STANDARDS LATEST REVISION.

6. THE INSTALLED SEWERS SHALL UNDERGO TELEVISION INSPECTION AT (2) TIMES. THE FIRST SHALL BE PRIOR TO THE FINAL ACCEPTANCE BY THE UTILITY OWNER AND THE OTHER SHALL BE JUST PRIOR TO THE RELEASE OF THE ONE-YEAR MAINTENANCE BOND.

XVI. SEPARATION OF WATER AND SEWER MAINS

A. SANITARY SEWERS, STORM SEWERS, AND FORCE MAINS SHOULD CROSS UNDER WATER MAINS WHENEVER POSSIBLE. SANITARY SEWERS, STORM SEWERS, AND FORCE MAINS CROSSING WATER MAINS SHALL BE LAID TO PROVIDE A MINIMUM VERTICAL DISTANCE OF 18 INCHES BETWEEN THE INVERT OF THE UPPER PIPE AND THE CROWN OF THE LOWER PIPE WHENEVER POSSIBLE. WHERE SANITARY SEWERS, STORM SEWERS, OR FORCE MAINS MUST CROSS A WATER MAIN WITH LESS THAN 18 INCHES VERTICAL DISTANCE, THE WATER MAIN SHALL BE CONSTRUCTED OF DUCTILE IRON PIPE (DIP) AT THE CROSSING. SEWER LINES SHALL BE CONSTRUCTED OF PVC-SDR-26. SUFFICIENT LENGTHS OF DIP AND PVC-SDR-26 MUST BE TO PROVIDE A MINIMUM SEPARATION OF 10 FEET BETWEEN ANY TWO JOINTS. ALL JOINTS ON THE WATER MAIN WITHIN 20 FEET OF THE CROSSING MUST BE MECHANICALLY RESTRAINED. A MINIMUM VERTICAL CLEARANCE OF 12 INCHES MUST BE MAINTAINED AT ALL CROSSINGS. ALL CROSSING SHALL BE ARRANGED SO THAT THE SEWER PIPE JOINTS AND THE WATER MAIN PIPE JOINTS ARE EQUIDISTANT FROM THE POINT OF CROSSING (PIPES CENTERED ON THE CROSSING). WHERE A NEW PIPE CONFLICTS WITH AN EXISTING PIPE WITH LESS THAN 18 INCHES VERTICAL CLEARANCE, THE NEW PIPE SHALL BE CONSTRUCTED OF DIP, AND THE CROSSING SHALL BE ARRANGED TO MEET THE REQUIREMENTS ABOVE.

B. A MINIMUM 10-FOOT HORIZONTAL SEPARATION SHALL BE MAINTAINED BETWEEN ANY TYPE OF SEWER AND WATER MAIN IN PARALLEL INSTALLATIONS WHENEVER POSSIBLE.

IN CASES WHERE IT IS NOT POSSIBLE TO MAINTAIN A 10 FOOT HORIZONTAL SEPARATION, THE WATER MAIN MUST BE LAID IN A SEPARATE TRENCH OR ON AN UNDISTURBED EARTH SHELF LOCATED ON ONE SIDE OF THE SEWER OR FORCE MAIN AT SUCH AN ELEVATION THAT THE BOTTOM OF THE WATER IS AT LEAST 18 INCHES ABOVE THE TOP OF THE SEWER.

WHERE IT IS NOT POSSIBLE TO MAINTAIN A VERTICAL DISTANCE OF 18 INCHES IN PARALLEL INSTALLATIONS, THE WATER MAIN SHALL BE CONSTRUCTED OF DIP AND THE SANITARY SEWER OR THE FORCE MAIN SHALL BE CONSTRUCTED OF DIP WITH A MINIMUM VERTICAL DISTANCE OF 12 INCHES. THE WATER MAIN SHOULD ALWAYS BE ABOVE THE SEWER. JOINTS ON THE WATER MAIN SHALL BE LOCATED AS FAR APART AS POSSIBLE FROM JOINTS ON THE SEWER OR FORCE MAIN (STAGGERED JOINTS).

C. ALL DIP SHALL BE CLASS 51 OR HIGHER. ADEQUATE PROTECTIVE MEASURES AGAINST CORROSION SHALL BE USED AS DETERMINED BY THE DESIGN.

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STEPHEN F. BOTEK
LICENSE
No. 55335
STATE OF FLORIDA
PROFESSIONAL ENGINEER

July 2, 2025

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD. RIVIERA BEACH, FL 33404

PROJECT STATUS
SITE PLAN RESUBMISSION

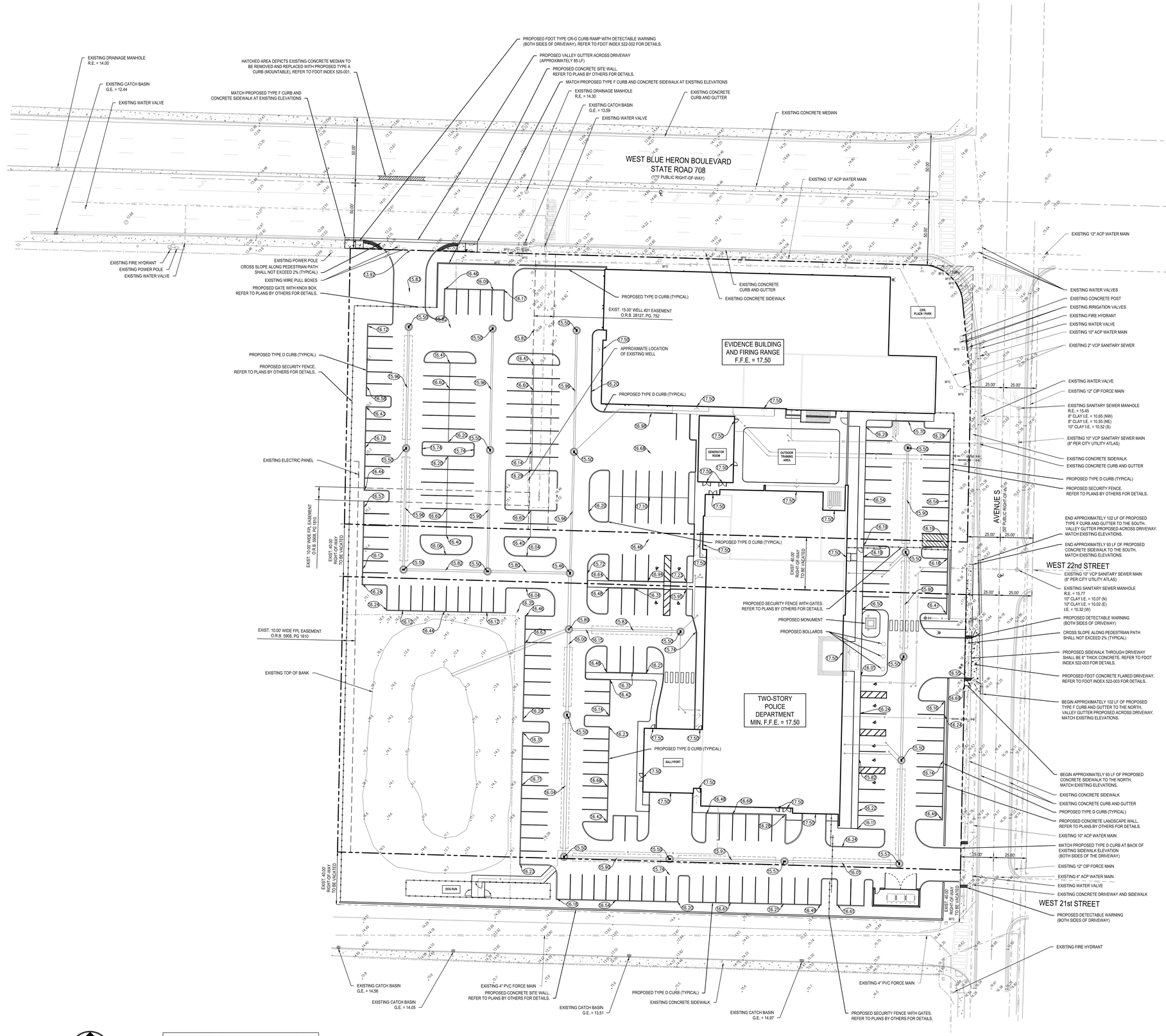
PGAL PROJECT NUMBER
1007657.00

BTE PROJECT NUMBER
24-0504

BTE ISSUE DATE
7-2-2025

SHEET TITLE
CIVIL GENERAL NOTES AND SPECIFICATIONS

SHEET NUMBER
C-1



PAVING AND GRADING LEGEND

PROPERTY or R/W LINE
CENTER LINE
NON VEHICULAR ACCESS LINE
CROSS SECTION

ABBREVIATIONS

PROP.	PROPOSED
EXIST.	EXISTING
I.E.	INVERT ELEVATION
M.H.	MANHOLE
C.B.	CATCH BASIN
D.W.	DRAINAGE WELL
R.E.	RIM ELEVATION
G.E.	GRATE ELEVATION

GENERAL PAVING AND GRADING NOTES:

1. CONTRACTOR TO RESTORE ALL EXISTING PAVEMENT, PAVEMENT MARKINGS, SIDEWALK, LANDSCAPING, IRRIGATION, ETC. DAMAGED DURING CONSTRUCTION INCLUDING ANY DAMAGE TO EXISTING ROADWAY IN PUBLIC R.O.W.
2. EXISTING GRADES SHOWN BY XX.XX GOVERN. +X.X ARE FOR REFERENCE ONLY. FINISHED GRADES INDICATED
3. ALL ELEVATIONS SHOWN HEREON REFER TO NAVD 1988 UNLESS NOTED OTHERWISE.
4. CROSSWALKS AND HC RAMPS TO CONFORM TO ADA W/ DETECTABLE WARNING SURFACE.
5. EXACT LOCATION OF METERS AND BFPs TO BE COORDINATED IN THE FIELD.
6. REFER TO PAVING, GRADING, AND DRAINAGE DETAILS AND SECTIONS FOR ADDITIONAL INFORMATION.
7. RESTORE ANY PAVEMENT MARKINGS AFFECTED BY THE INSTALLATION OF THE TYPE 'F' CURB AND GUTTER PER PALM BEACH COUNTY MINIMUM STANDARDS.
8. ALL ADA MATS / DETECATBLE WARNINGS ARE TO BE CAST-IN-PLACE.
9. UNLESS NOTED OTHERWISE ON THE PLANS OR DETAILS, ANY MILLING AND RESURFACING REQUIRED BY THIS PROJECT SHALL BE A MINIMUM OF 1" DEPTH.

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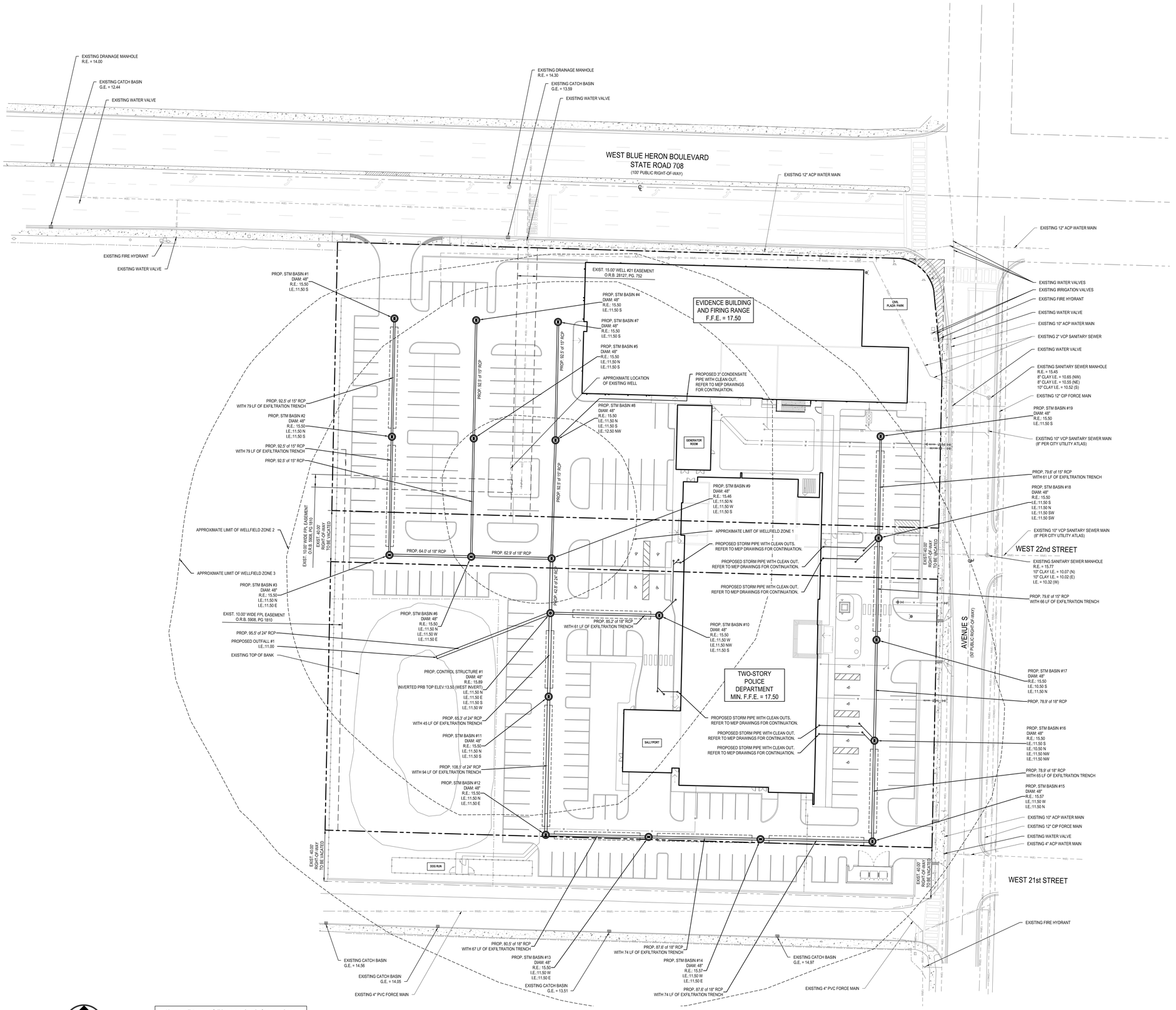
PAVING AND GRADING PLAN

SHEET NUMBER
C-2



DRAINAGE LEGEND

- PROP. FDOT TYPE C BASIN INLET TOP
- PROP. FDOT TYPE C BASIN CURB INLET TOP
- PROP. ROUND BASIN INLET TOP
- PROP. ROUND BASIN MANHOLE TOP
- PROP. BASIN CURB INLET TOP
- PROP. DRAINAGE WELL
- PROP. YARD DRAIN
- PROP. CLEAN OUT
- PROP. DRAINAGE PIPE
- PROP. EXFILTRATION TRENCH
- PROP. SANITARY SEWER PIPE
- PROP. WATER PIPE
- EXIST. WATER PIPE
- EXIST. SANITARY SEWER PIPE
- EXIST. STORM PIPE
- EXIST. ATT UNDERGROUND
- EXIST. BROWARD TRAFFIC COMMUNICATIONS
- EXIST. BROWARD FIBER OPTIC
- EXIST. COMCAST UNDERGROUND
- EXIST. ELECTRICAL UNDERGROUND
- EXIST. FIBER OPTIC UNDERGROUND
- EXIST. UNKNOWN UNDERGROUND
- EXIST. FPL UNDERGROUND
- EXIST. ELECTRICAL UNDERGROUND
- EXIST. ATT UNDERGROUND
- EXIST. OVERHEAD
- EXIST. TELEPHONE UNDERGROUND

ABBREVIATIONS

PROP.	PROPOSED
EXIST.	EXISTING
I.E.	INVERT ELEVATION
M.H.	MANHOLE
C.B.	CATCH BASIN
D.W.	DRAINAGE WELL
R.E.	RIM ELEVATION
G.E.	GRATE ELEVATION

GENERAL DRAINAGE NOTES:

1. ALL ROOF DRAINS TO BE CONNECTED TO THE NEAREST STORM DRAINAGE STRUCTURE.
2. UPON COMPLETION OF CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR CLEANING ALL EXISTING DRAINAGE WITHIN THE RIGHT OF WAY THAT HAS BEEN AFFECTED BY THE CONSTRUCTION.
3. DURING CONSTRUCTION ACTIVITIES INLET PROTECTION SHALL BE PROVIDED FOR ALL DRAINAGE INLETS ADJACENT TO THE PROJECT SITE. REFER TO POLLUTION/EROSION CONTROL PLAN.
4. SHOULD DEWATERING BE REQUIRED, CONTRACTOR IS RESPONSIBLE FOR OBTAINING REQUIRED AGENCY APPROVALS AND OR PERMITS.
5. ALL EXISTING UTILITIES SHOWN ON THIS PLAN ARE BASED ON THE BEST AVAILABLE INFORMATION. THE EXISTING UTILITY INFORMATION SHOWN HERE IS FOR THE CONTRACTOR'S CONVENIENCE AND THE E.O.R. ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. BEFORE COMMENCING CONSTRUCTION CONTRACTOR TO CALL FOR UTILITY LOCATES, VERIFY ALL EXISTING UTILITIES' LOCATIONS AND DEPTHS, AND NOTIFY E.O.R. OF ANY CONFLICTS.
6. ALL ELEVATIONS SHOWN HEREON REFER TO NAVD 1988 UNLESS NOTED OTHERWISE.

0 15 30 60 90
GRAPHIC SCALE IN FEET

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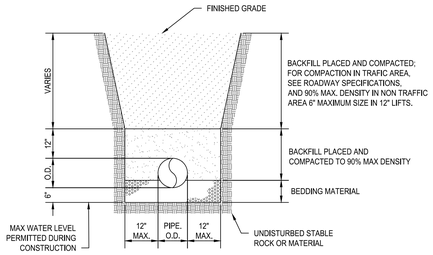
DRAINAGE PLAN

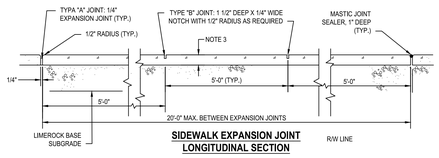
SHEET NUMBER
C-3



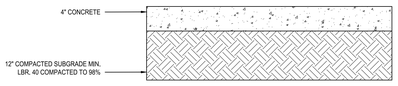
NOTES:

1. WHERE SOIL CONDITION CANNOT BE MAINTAINED AS SHOWN ABOVE, PROVIDE APPROVED MEANS OF CONSTRUCTION.,
2. WHERE REQUIRED, SHEETING AND SHORING SHALL BE IN ACCORDANCE WITH THE LOCAL GOVERNMENTAL AGENCY.
3. MUCH OR OTHER UNSUITABLE MATERIAL SHALL BE COMPLETELY REMOVED.
4. WHEN THE PIPE IS LAID IN THE PREPARED TRENCH, TRUE TO LINE AND GRADE, THE PIPE BARREL SHALL RECEIVE CONTINUOUS UNIFORM SUPPORT.
5. JOINTS MAY BE REQUIRED TO BE WRAPPED AT THE DISCRETION OF THE DISTRICT AND THE SITE CONDITIONS.
6. BACKFILL MATERIAL SHALL BE NON-COHESIVE AND NON-PLASTIC SOIL THAT IS FREE OF ALL DEBRIS, LUMPS, WOOD, BROKEN PAVING OR ANY ORGANIC OR UNSUITABLE MATERIAL. BACKFILL MATERIAL PLACED WITHIN 12" OF THE PIPE SHALL CONTAIN NO ROCKS OR STONES LARGER THAN 3 1/2" IN DIAMETER. NO ROCKS OR STONES LARGER THAN 6" IN DIAMETER WILL BE PERMITTED IN THE REMAINING BACKFILL UNLESS OTHERWISE SPECIFIED.
7. TRENCH BACKFILL SHALL BE COMPACTED TO NOT LESS THAN 90% OF THE MAXIMUM DRY DENSITY DETERMINED BY AASHTO T-180. BACKFILL AND COMPACTION SHALL BE IN ACCORDANCE TO THE STANDARD ENGINEERING DESIGN REQUIRED BY THE LOCAL GOVERNMENTAL AGENCY.

TRENCH EXCAVATION DETAIL
NTS



SIDEWALK EXPANSION JOINT LONGITUDINAL SECTION



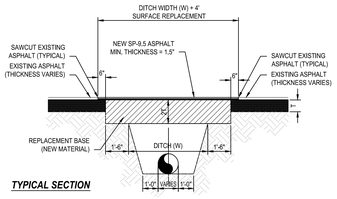
SIDEWALK SECTION
(NON-VEHICULAR AREAS)

SIDEWALK JOINTS	
TYPE	LOCATION
"A"	20' O.C. AND P.T. OF CURVES
"B"	5'-0" CENTER TO CENTER ON SIDEWALKS

NOTES:

1. CONCRETE TO BE TYPE I 3,000 PSI @ 28 DAYS.
2. USE OF REINFORCED CEMENT IS PROHIBITED.
3. 4" THICK MINIMUM, 6" AT VEHICULAR AREAS
4. SIDEWALK SLOPES SHALL MEET THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT.
5. CONSTRUCT EXPANSION JOINTS AT SPACINGS SHOWN ABOVE: AT POINT OF CURVATURE, AT ADJUOINING STRUCTURES, AND AT THE END OF DAYS WORK.

SIDEWALK DETAIL
NTS

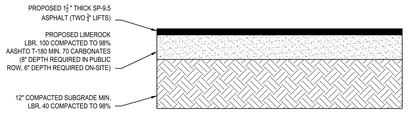


TYPICAL SECTION

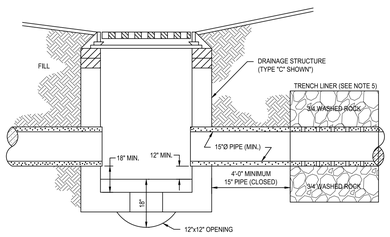
NOTES:

1. BASE MATERIAL OVER DITCH SHALL BETWICE THE THICKNESS OF THE ORIGINAL.
2. BASE MATERIAL SHALL BE PLACED IN 6" MAXIMUM LAYERS (LOOSE MEASUREMENT) AND EACH LAYER THOROUGHLY ROLLED OR TAMPED TO 98% OF MAXIMUM DENSITY; PER AASHTO T-180, MINIMUM LBR = 100
3. ASPHALT CONCRETE PAVEMENT JOINTS SHALL BE MECHANICALLY SAWED.
4. SURFACE MATERIAL SHALL BE CONSISTENT WITH THE SURROUNDING SURFACE MATERIAL.
5. BASE MATERIAL SHALL HAVE A MIN. CARBONATE OF 70% (60% FOR LOCAL STREETS).
6. SUB GRADE MATERIAL SHALL BE GRANULAR AND ANGULAR AND SHALL HAVE A MINIMUM LBR OF 40.
7. IF THE DITCH IS FILLED TEMPORARILY, IT SHALL BE COVERED WITH A 2" THICK ASPHALT CONCRETE PATCH TO KEEP THE FILL MATERIAL FROM RAVELING, UNTIL REPLACED WITH A PERMANENT PATCH.

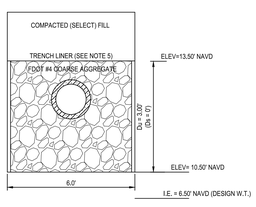
RESTORATION OF FLEXIBLE PAVEMENT CROSSING USING LIMEROCK BASE*
NTS



TYPICAL ASPHALT PAVEMENT SECTION
NTS



LONGITUDINAL SECTION

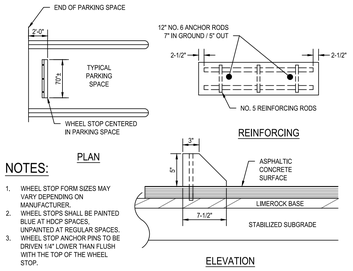


TRENCH SECTION

NOTES

1. DRAIN FIELD MAY BE OF SLOTTED CONCRETE PIPE.
2. PIPES SHALL TERMINATE 2' FROM END OF TRENCH OR CONNECT TO ADDITIONAL CATCH BASINS WITH A MINIMUM OF 4' SEPARATION BETWEEN TRENCH AND CATCH BASIN AS REQUIRED.
3. COVER PIPE ENDS WITH NO. 10 GALVANIZED OR ALUMINUM SCREEN, OPENING NO LARGER THAN ½" x½".
4. BALLAST ROCK SHALL BE FROM FRESH WATER WASHED FREE OF DELETERIOUS MATTER.
5. SIDES AND TOP OF TRENCH TO BE LINED WITH ONE LAYER OF PLASTIC TYPE FILTER CLOTH OR APPROVED EQUAL OVERLAP TRENCH LINING MATERIAL A MINIMUM OF TWO FEET AT TOP OF TRENCH
6. FILTER FABRIC TO BE GEOGTEX 351 OR AMOCO 4545 OR EQUIVALENT.

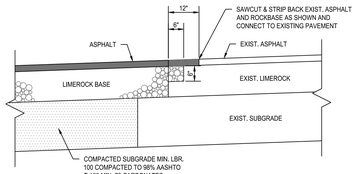
EXFILTRATION TRENCH DETAIL
NTS



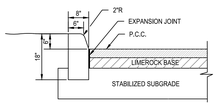
NOTES:

1. WHEEL STOP FORM SIZES MAY VARY DEPENDING ON MANUFACTURER.
2. WHEEL STOPS SHALL BE PAINTED BLUE AT HDCP SPACES, UNPAINTED AT REGULAR SPACES.
3. WHEEL STOP ANCHOR PINS TO BE DRIVEN 1/4" LOWER THAN FLUSH WITH THE TOP OF THE WHEEL STOP.

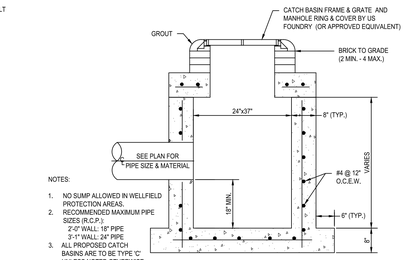
CONCRETE WHEEL STOP DETAIL
NTS



PAVEMENT CONNECTION DETAIL
NTS



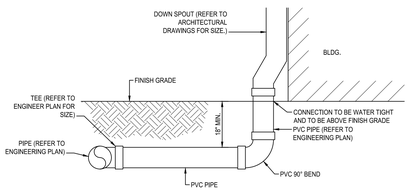
TYPE "D" CURB DETAIL
N.T.S.



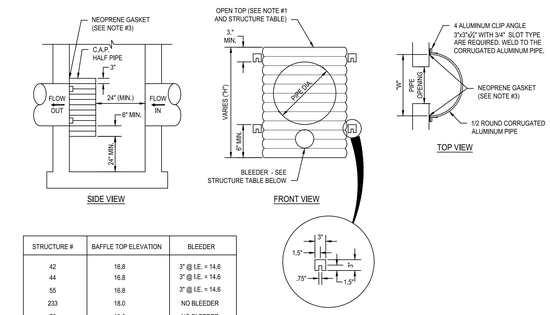
NOTES:

1. NO SUMP ALLOWED IN WELLFIELD PROTECTION AREAS.
2. RECOMMENDED MAXIMUM PIPE SIZES (R.C.P.):
   2'-0" WALL: 18" PIPE
   3'-1" WALL: 24" PIPE
3. ALL PROPOSED CATCH BASINS ARE TO BE TYPE 'C' UNLESS NOTED OTHERWISE ON PLAN.

TYPE 'C' DRAINAGE STRUCTURE
NTS



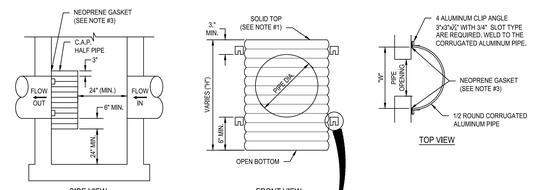
DOWN SPOUT CONNECTION
NTS



STRUCTURE #	BAFFLE TOP ELEVATION	BLEEDER
42	16.8	3" @ I.E. = 14.6
44	16.8	3" @ I.E. = 14.6
55	16.8	3" @ I.E. = 14.6
233	18.0	NO BLEEDER
78	18.0	NO BLEEDER

STRUCTURE TABLE

INVERTED POLLUTION RETARDANT BAFFLE
NTS



DIMENSIONS				
PIPE DIA.	W¹ (IN)	W² (IN)	T (GAUGE)	H (IN)
15"	21"	24"	16	VARIES
18"	24"	30"	16	
21"	30"	30"	16	
24"	30"	36"	16	
30"	36"	42"	14	
36"	42"	48"	14	
42"	48"	54"	14	
48"	54"	60"	14	
54"	60"	66"	14	

¹ RECTANGULAR STRUCTURE
² ROUND STRUCTURE

NOTES:

1. ALUMINUM SHEET OF SAME THICKNESS (GAUGE) AS PIPE SHALL BE WELDED TO CLOSE OPENING AT THE TOP.
2. BAFFLE SHALL BE AS MANUFACTURED BY SOUTHERN CULVERT OR ENGINEER'S APPROVED EQUAL.
3. NEOPRENE GASKET (3/8" x 2") SHALL BE INSTALLED AT ALL BAFFLES ON THE SIDES AND AT THE TOP.
4. POLLUTION RETARDANT BAFFLE TO BE ATTACHED TO STRUCTURE W/ 3/8" x 4" STAINLESS STEEL "RED HEADS".
5. MINIMUM INVERT ELEVATION ON POLLUTION RETARDANT BAFFLE TO BE 2' BELOW CONTROL ELEVATION.
6. ALL EXFILTRATION TRENCHES SHALL HAVE A POLLUTION RETARDANT BAFFLE AT EACH CONNECTION POINT TO A STRUCTURE.
7. FIBERGLASS BAFFLES ARE NOT PERMITTED.

POLLUTION RETARDANT BAFFLE
NTS

CLIENT

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SEAL

STEPHEN F. BOTEK LICENSE No. 55335 STATE OF FLORIDA PROFESSIONAL ENGINEER

July 2, 2025

THIS DOCUMENT HAS BEEN DIGITALLY SIGNED AND SEALED BY STEPHEN F. BOTEK, P.E. ON THE DATE ADJACENT TO THE SEAL.

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT STATUS
SITE PLAN RESUBMISSION

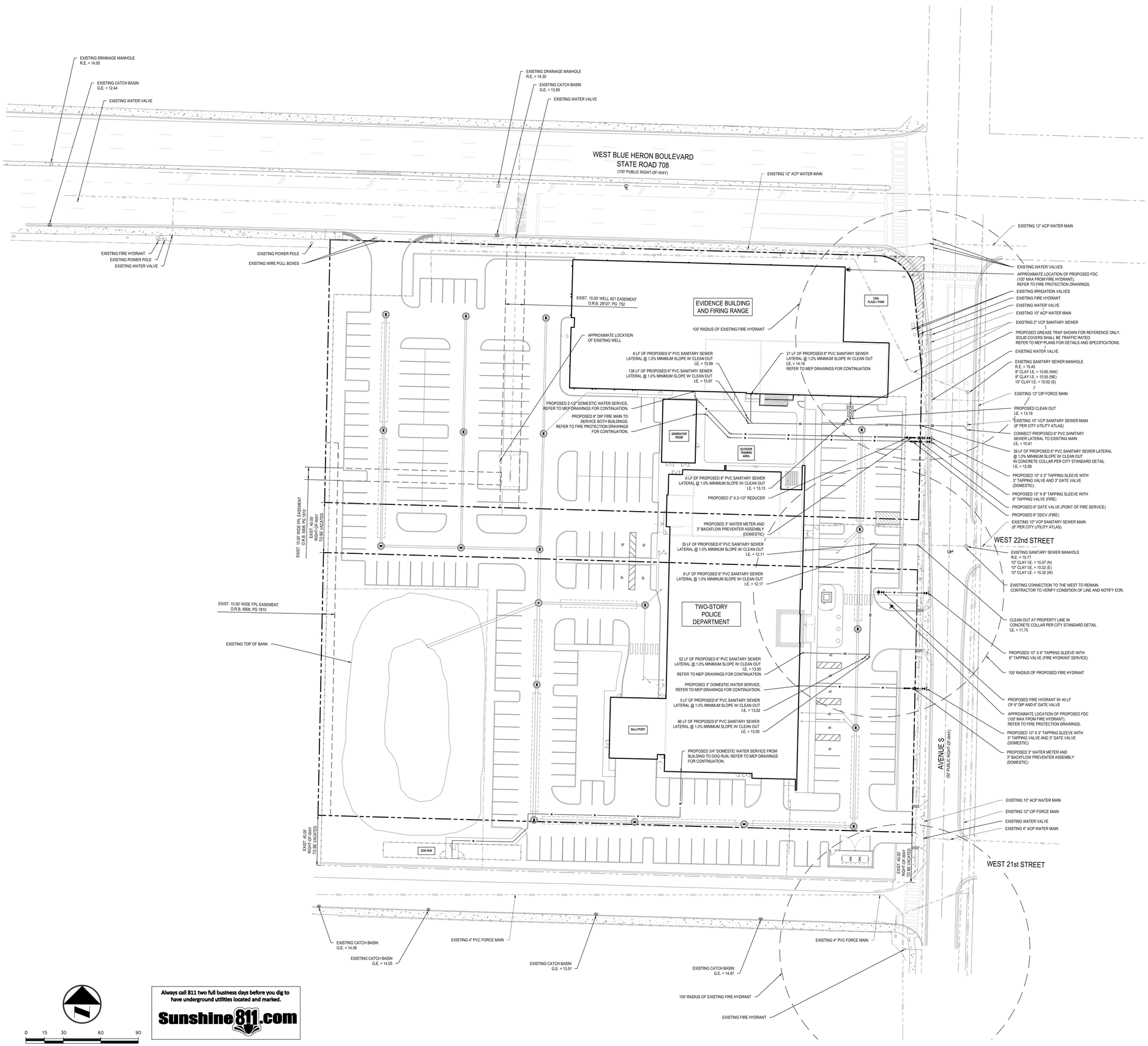
PGAL PROJECT NUMBER
1007657.00

BTE PROJECT NUMBER
24-0504

BTE ISSUE DATE
7-2-2025

SHEET TITLE
PAVING GRADING AND DRAINAGE DETAILS

SHEET NUMBER
C-3.1



WATER AND SEWER LEGEND

DOUBLE DETECTOR CHECK VALVE	EXIST. SANITARY SEWER MANHOLE
RPZ BACKFLOW PREVENTORS	PROP. SANITARY SEWER MANHOLE
GATE VALVE	PROP. SANITARY CLEAN OUT
METER	PROP. METER VAULT
TEE / TAP	PROP. BACTERIOLOGICAL SAMPLE
FIRE HYDRANT	PROP. REDUCER
FIRE DEPT. CONNECTION	
PROP. PLUG / CAP	

PROP. SANITARY SEWER PIPE — SS — SS —
PROP. WATER PIPE — W — W —
EXIST. WATER PIPE — WD() — WD() —
EXIST. SANITARY SEWER PIPE — SSD() — SSD() —
EXIST. STORM PIPE — STMD() — STMD() —
EXIST. ATT UNDERGROUND — ATTD() — ATTD() —
EXIST. BROWARD TRAFFIC COMMUNICATIONS — BCTEDD(X) — —
EXIST. BROWARD FIBER OPTIC — BCTEFO(X) — —
EXIST. COMCAST UNDERGROUND — COMD() — COMD() —
EXIST. ELECTRICAL UNDERGROUND — ELD() — ELD() —
EXIST. FIBER OPTIC UNDERGROUND — FOD() — FOD() —

ABBREVIATIONS

PROP.	PROPOSED
EXIST.	EXISTING
I.E.	INVERT ELEVATION
M.H.	MANHOLE
B.F.P.	BACKFLOW PREVENTOR
G.V.	GATE VALVE
D.D.C.V.	DOUBLE DETECTOR CHECK VALVE
F.D.C.	FIRE DEPT. CONNECTION

EXIST. UNKNOWN UNDERGROUND — UNKD() — UNKD() —
EXIST. FPL UNDERGROUND — FPLD() — FPLD() —
EXIST. ELECTRICAL UNDERGROUND — ELED() — ELED() —
EXIST. ATT UNDERGROUND — GASD() — GASD() —
EXIST. OVERHEAD — OHD() — OHD() —
EXIST. TELEPHONE UNDERGROUND — TELED() — TELED() —

SYMBOLS FOR FITTINGS, VALVES, ETC. ARE DIAGRAMMATIC ONLY AND DO NOT REFLECT ACTUAL SIZE; FOR ACTUAL DIMENSIONS REFER TO MANUFACTURER'S SPECIFICATIONS.

UNDERGROUND UTILITIES NOTES:

1. SITE MAY CONTAIN EXISTING UTILITIES (DOMESTIC WATER, IRRIGATION, TELEPHONE, ELECTRIC, GAS, STORM DRAINAGE, SANITARY SEWER AND OTHERS).
2. ***NOT ALL*** EXISTING UTILITIES ARE SHOWN HEREON. SOME ARE SHOWN ON THIS PLAN AS OBTAINED FROM UTILITY LOCATES, ATLASES AND THE SURVEY.
3. ALL EXISTING UTILITIES WITHIN THE BOUNDARY OF THE SITE ARE TO BE REMOVED - EXCEPT WHERE NOTED OTHERWISE (SUCH AS "TO REMAIN" TO BE RELOCATED" ETC.). THIS PLAN IS LIMITED TO WATER AND SANITARY SEWER ONLY. NO DESIGN OF FPL, COMCAST, GAS, TELEPHONE IS SHOWN HEREON.
4. CONTRACTOR IS RESPONSIBLE FOR SEQUENCING ALL UTILITY REMOVAL/RELOCATION SUCH THAT NO OTHER USER OF SAID IS AFFECTED.

FIRE LINE NOTES:

1. ALL PROPOSED FIRE MAINS, SERVICES, "SIAMESE" CONNECTION LINES ETC. MUST BE INSTALLED BY A STATE LICENSED FIRE LINE CONTRACTOR PER FLORIDA STATUTE 633,
2. ALL FIRE LINES ARE TO BE INSPECTED BY CERTIFIED FIRE LINE INSPECTORS PRIOR TO BEING PLACED INTO SERVICE.
3. UPON COMPLETION OF REQUIRED TESTING A STATE LICENSED FIRE LINE CONTRACTOR SHALL ISSUE A "LICENSED UNDERGROUND TEST CERTIFICATE". THE CERTIFICATE MUST BE ISSUED AND THE FIRE LINE MUST BE ACCEPTED BY THE PALM BEACH COUNTY HEALTH DEPT. (WHERE APPLICABLE) PRIOR TO BEING PLACED INTO SERVICE.
4. FIRE LINE SYSTEM COMPONENTS (FDC, DDCV, FIRE LINE PIPING, ETC.) SHOWN ON THESE PLANS ARE TO BE COORDINATED WITH THE FIRE PROTECTION DRAWINGS AND DESIGN AND FIRE PROTECTION SHOP DRAWINGS. NOTIFY ENGINEER OF ANY DISCREPANCY PRIOR TO INSTALLATION OF ANY PORTION OF THE FIRE PROTECTION SYSTEM.

WATER NOTES

1. NO GATE VALVES IN CURBS.
2. WATER SHALL BE AVAILABLE TO FIRE HYDRANTS BEFORE INTERIOR BUILDING CONSTRUCTION CAN BEGIN.
3. ALL EXISTING WATER SERVICES TO THE PROPERTY THAT ARE NOT BEING RE-USED SHALL BE CUT AND CAPPED AND ABANDONED IN ACCORDANCE WITH THE PUBLIC UTILITY'S MINIMUM STANDARDS.
4. AFTER WATER CONNECTIONS, RESTORE ALL RIGHT OF WAY (PAVEMENT, SIDEWALK, CURB, ETC.) IN ACCORDANCE WITH CITY OF RIVIERA BEACH MINIMUM STANDARDS.
5. ALL ELEVATIONS SHOWN IN THIS PLAN ARE IN THE NAVD DATUM.
6. ALL EXISTING UTILITIES SHOWN ON THIS PLAN ARE BASED ON THE BEST AVAILABLE INFORMATION. THE EXISTING UTILITY INFORMATION SHOWN HERE IS FOR THE CONTRACTOR'S CONVENIENCE AND THE E.O.R. ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. BEFORE COMMENCING CONSTRUCTION CONTRACTOR TO CALL FOR UTILITY LOCATES, VERIFY ALL EXISTING UTILITIES' LOCATIONS AND DEPTHS, AND NOTIFY E.O.R. OF ANY CONFLICTS.

SANITARY SEWER NOTES

1. SLOPE OR PITCH SANITARY SEWER MANHOLE CASTINGS WITH DESIGN ROAD SECTIONS.
2. ALL SANITARY SEWER CLEANOUTS LOCATED IN ROADWAY ARE TO BE TRAFFIC-RATED.
3. ALL EXISTING SANITARY SERVICES TO THE PROPERTY THAT ARE NOT BEING RE-USED SHALL BE CUT AND CAPPED AND ABANDONED IN ACCORDANCE WITH THE PUBLIC UTILITY'S MINIMUM STANDARDS.
4. AFTER SEWER CONNECTIONS, RESTORE ALL RIGHT OF WAY (PAVEMENT, SIDEWALK, CURB, ETC.) IN ACCORDANCE WITH CITY OF RIVIERA BEACH MINIMUM STANDARDS.
5. MANHOLE LIFT HOLES AND GRADE ADJUSTMENT RINGS ARE TO BE SEALED WITH NON-SHRINKING MORTAR OR OTHER APPROPRIATE MATERIAL.
6. INLET AND OUTLET PIPES SHALL BE JOINED TO THE MANHOLE WITH A GASKETED FLEXIBLE WATERTIGHT CONNECTION OR ANOTHER WATERTIGHT CONNECTION ARRANGEMENT THAT ALLOWS DIFFERENTIAL SETTLEMENT OF THE PIPE AND MANHOLE WALL.
7. WATERTIGHT MANHOLE COVERS SHALL BE USED [RSWF 34.6]
8. SANITARY SEWER SERVICES ARE NOT TO BE PLACED INTO OPERATION UNTIL THE OPERATION LICENSE(S) IS OBTAINED FROM THE RELEVANT ISSUING AUTHORITY.
9. ALL ELEVATIONS SHOWN IN THIS PLAN ARE IN THE NAVD DATUM.
10. ALL EXISTING UTILITIES SHOWN ON THIS PLAN ARE BASED ON THE BEST AVAILABLE INFORMATION. THE EXISTING UTILITY INFORMATION SHOWN HERE IS FOR THE CONTRACTOR'S CONVENIENCE AND THE E.O.R. ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. BEFORE COMMENCING CONSTRUCTION CONTRACTOR TO CALL FOR UTILITY LOCATES, VERIFY ALL EXISTING UTILITIES' LOCATIONS AND DEPTHS, AND NOTIFY E.O.R. OF ANY CONFLICTS.

SEWER TESTING NOTES

1. DEFLECTION TEST: TESTING IS REQUIRED AFTER THE FINAL BACKFILL HAS BEEN IN PLACE (AT LEAST 30 DAYS TO PERMIT STABILIZATION OF THE SOIL-PIPE SYSTEM)
   a. NO PIPE SHALL EXCEED A DEFLECTION OF 5%
   b. A RIGID BALL OR MANDREL IS TO BE USED FOR THE DEFLECTION TEST WITH A DIAMETER NOT LESS THAN 95% OF THE BASE INSIDE DIAMETER OR AVERAGE INSIDE DIAMETER OF THE PIPE, DEPENDING ON WHICH IS SPECIFIED IN THE ASTM SPECIFICATION, INCLUDING THE APPENDIX, TO WHICH THE PIPE IS MANUFACTURED
   c. THE TEST IS TO BE PERFORMED WITHOUT A MECHANICAL PULLING DEVICE [RSWF 33.85]
2. LEAKAGE TEST:
   a. THE LEAKAGE EXFILTRATION OR INFILTRATION IS NOT EXCEED 100 GALLONS PER INCH OF PIPE DIAMETER PER MILE PER DAY FOR ANY SECTION OF THE SYSTEM
   b. EXFILTRATION OR INFILTRATION TESTS TO BE PERFORMED WITH A MINIMUM POSITIVE HEAD OF 2 FEET
   c. AIR TESTS, AS A MINIMUM, ARE TO CONFORM TO THE TEST PROCEDURE DESCRIBED IN ASTM C-828 FOR CLAY PIPE, ASTM C 924 FOR CONCRETE PIPE, ASTM F-1417 FOR PLASTIC PIPE, AND FOR OTHER MATERIALS APPROPRIATE TEST PROCEDURES. [RSWF 33.93, 33.94, AND 33.95]

0 15 30 60 90
GRAPHIC SCALE IN FEET

Always call 811 two full business days before you dig to have underground utilities located and marked.
Sunshine811.com

CLIENT

CITY OF RIVIERA BEACH
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Riviera Beach, FL 33404

ARCHITECT

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SEAL

STEPHEN F. BOTEK
LICENSE
No. 55335
STATE OF FLORIDA
PROFESSIONAL ENGINEER

July 2, 2025

THIS DOCUMENT HAS BEEN DIGITALLY SIGNED AND SEALED BY STEPHEN F. BOTEK, P.E. ON THE DATE ADJACENT TO THE SEAL.

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT STATUS
SITE PLAN RESUBMISSION

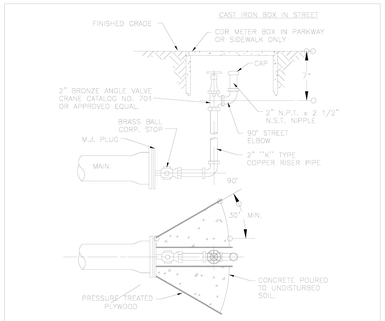
PGAL PROJECT NUMBER
1007657.00

BTE PROJECT NUMBER
24-0504

BTE ISSUE DATE
7-2-2025

SHEET TITLE
WATER AND SANITARY SEWER PLAN

SHEET NUMBER
C-4

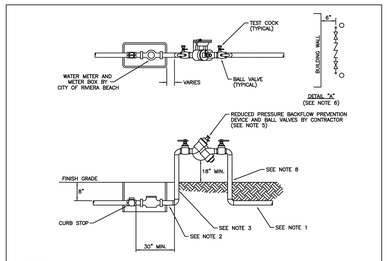


2" TERMINAL BLOWOFF

N.T.S. 05/27/05

Water & Sewer Details

City of Riviera Beach Utility District



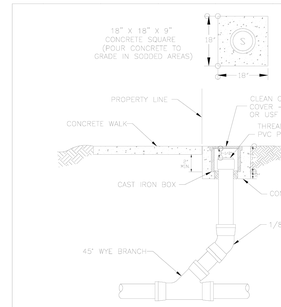
NOTES:
1. TYPE "K" COPPER TUBING (SOFT DRAWN) OR POLYETHYLENE TUBING SDR 9 COPPER TUBE SIZE.
2. IF THIS DISTANCE IS LESS THAN 3 FEET ONLY COPPER TUBING SHALL BE PERMITTED.
3. 3/4"–2" BOTH RISERS SHALL BE TYPE "K" COPPER TUBING (HARD DRAWN) WITH COPPER/BRASS SOLDER FITTINGS AND ADAPTERS. ONLY LEAD FREE SOLDER AND FLUX SHALL BE PERMITTED.
4. BOTH 1 1/2" AND 2" ANGLE METER STOPS SHALL BE EQUIPPED WITH LOCKING CAPS AND METER FLANGES.
5. ALL BACKFLOW PREVENTION DEVICES ASSEMBLY MUST BE USC APPROVED.
6. WHEN THE DEVICE IS INSTALLED PARALLEL TO A BUILDING WALL THERE SHALL BE A MIN. OF 6" BETWEEN THE EDGE OF THE DEVICE AND THE BUILDING WALL.
7. 2 1/2 "–10" THE RPZ BACKFLOW PREVENTION ASSEMBLY MUST BE INSTALLED DOWNSTREAM OF THE WATER SERVICE METER 18"–24" ABOVE FINISHED GRADE ON NON–GALVANIZED METAL PIPE. WORK DONE ON THIS DEVICE MUST BE PERFORMED BY A CERTIFIED BACKFLOW TECHNICIAN AND TEST REPORTS MUST BE SUBMITTED TO THE CITY OF RIVIERA BEACH – UTILITY DISTRICT.

RPZ BACKFLOW PREVENTION DEVICE

05/27/05

Water & Sewer Details

City of Riviera Beach Utility District



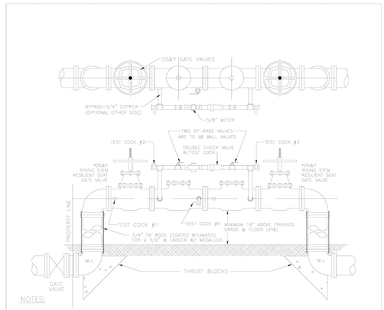
NOTES:
1. CLEAN OUTS TO BE LOCATED IN GRASS WHENEVER POSSIBLE.
2. CLEANOUTS SHALL NOT BE INSTALLED IN TRAFFIC LANES OR AREAS UNDER HEAVY TRAFFIC LOADS.
3. THE COVER TO BE MARKED "S".
4. CLEANOUTS TO BE INSTALLED PRIOR TO WATER METER RELEASE.
5. NO 90 BENDS SHALL BE USED FOR CLEANOUT INSTALLATION.

CLEAN OUT AT PROPERTY LINE

N.T.S. 05/27/05

Water & Sewer Details

City of Riviera Beach Utility District



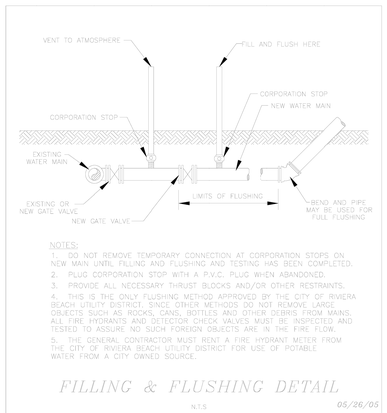
NOTES:
1. ABOVE GROUND INSTALLATION OF 3" & ABOVE REQUIRE RISING STEM O.S. & Y– RESILIENT SEAT GATE VALVES WITH TEST COCKS.
2. INSTALLATION AND CERTIFICATION REQUIRED BY A CERTIFIED BACKFLOW TECHNICIAN PRIOR TO ACCEPTANCE.
3. AN RPZ BACKFLOW PREVENTION ASSEMBLY MUST BE INSTALLED DOWNSTREAM OF THE DOMESTIC AND IRRIGATION METER, 18" – 24" ABOVE FINISHED GRADE ON NON–GALVANIZED METALLIC PIPE. WORK DONE ON THIS DEVICE IS TO BE PERFORMED BY A CERTIFIED BACKFLOW TECHNICIAN AND TEST REPORTS MUST BE SUBMITTED TO THE CITY OF RIVIERA BEACH – UTILITY DISTRICT.

DOUBLE DETECTOR CHECK ASSEMBLY & METER INSTALLATION SIZES: 3",4",6",8",10"

N.T.S. 05/27/05

Water & Sewer Details

City of Riviera Beach Utility District



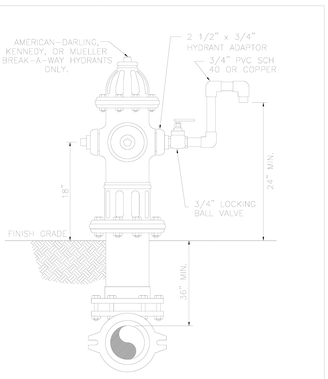
NOTES:
1. DO NOT REMOVE TEMPORARY CONNECTION AT CORPORATION STOPS ON NEW MAIN UNTIL FILLING AND FLUSHING AND TESTING HAS BEEN COMPLETED.
2. PLUG CORPORATION STOP WITH A P.V.C. PLUG WHEN ABANDONED.
3. PROVIDE ALL NECESSARY THRUST BLOCKS AND/OR OTHER RESTRAINTS.
4. THIS IS THE ONLY FLUSHING METHOD APPROVED BY THE CITY OF RIVIERA BEACH UTILITY DISTRICT. SINCE OTHER METHODS DO NOT REMOVE LARGE OBJECTS SUCH AS ROCKS, CANS, BOTTLES AND OTHER DEBRIS FROM MAINS, ALL FIRE HYDRANTS AND DETECTOR CHECK VALVES MUST BE INSPECTED AND TESTED TO ASSURE NO SUCH FOREIGN OBJECTS ARE IN THE FIRE FLOW.
5. THE GENERAL CONTRACTOR MUST RENT A FIRE HYDRANT METER FROM THE CITY OF RIVIERA BEACH UTILITY DISTRICT FOR USE OF POTABLE WATER FROM A CITY OWNED SOURCE.

FILLING & FLUSHING DETAIL

N.T.S. 05/26/05

Water & Sewer Details

City of Riviera Beach Utility District

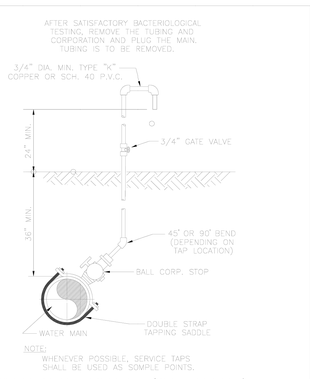


SAMPLE POINT (HYDRANT)

N.T.S. 05/27/05

Water & Sewer Details

City of Riviera Beach Utility District



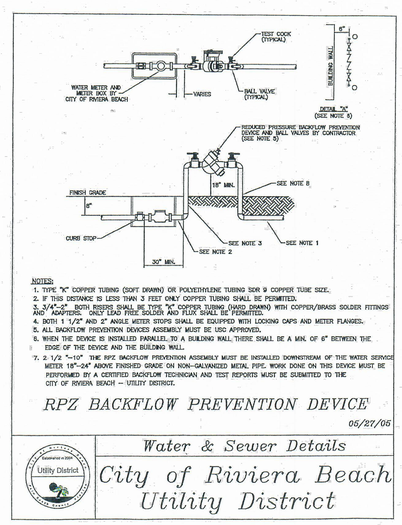
NOTE:
WHENEVER POSSIBLE, SERVICE TAPS SHALL BE USED AS SAMPLE POINTS.

SAMPLE POINT (ON MAIN)

N.T.S. 05/31/05

Water & Sewer Details

City of Riviera Beach Utility District



NOTES:
1. TYPE "K" COPPER TUBING (SOFT DRAWN) OR POLYETHYLENE TUBING SDR 9 COPPER TUBE SIZE.
2. IF THIS DISTANCE IS LESS THAN 3 FEET ONLY COPPER TUBING SHALL BE PERMITTED.
3. 3/4"–2" BOTH RISERS SHALL BE TYPE "K" COPPER TUBING (HARD DRAWN) WITH COPPER/BRASS SOLDER FITTINGS AND ADAPTERS. ONLY LEAD FREE SOLDER AND FLUX SHALL BE PERMITTED.
4. BOTH 1 1/2" AND 2" ANGLE METER STOPS SHALL BE EQUIPPED WITH LOCKING CAPS AND METER FLANGES.
5. ALL BACKFLOW PREVENTION DEVICES ASSEMBLY MUST BE USC APPROVED.
6. WHEN THE DEVICE IS INSTALLED PARALLEL TO A BUILDING WALL THERE SHALL BE A MIN. OF 6" BETWEEN THE EDGE OF THE DEVICE AND THE BUILDING WALL.
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RPZ BACKFLOW PREVENTION DEVICE

05/27/05

Water & Sewer Details

City of Riviera Beach Utility District

CLIENT

CITY OF RIVIERA BEACH
1481 West 15th Street
Riviera Beach, FL 33404

ARCHITECT

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791 Park of Commerce Blvd.
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T 561 988 4002
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SEAL

STEPHEN F. BOTEK LICENSE No. 55335 STATE OF FLORIDA PROFESSIONAL ENGINEER

July 2, 2025

THIS DOCUMENT HAS BEEN DIGITALLY SIGNED AND SEALED BY STEPHEN F. BOTEK, P.E. ON THE DATE ADJACENT TO THE SEAL.

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT STATUS

SITE PLAN RESUBMISSION

PGAL PROJECT NUMBER

1007657.00

BTE PROJECT NUMBER

24-0504

BTE ISSUE DATE

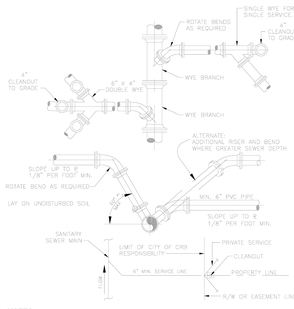
7-2-2025

SHEET TITLE

WATER AND SANITARY SEWER DETAILS

SHEET NUMBER

C-4.1



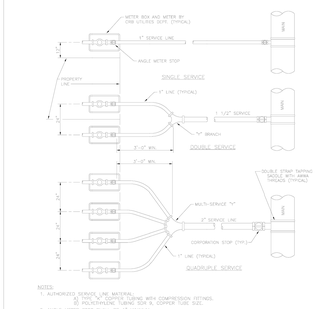
NOTES:
1. SERVICE LATERALS SHALL TERMINATE AT PROPERTY LINE AT A DEPTH OF 3 FEET.
2. CLEANOUT CONNECTION TO BE EXTENDED 3 FEET ABOVE GRADE PRIOR TO WATER METER INSTALLATION.
3. CLEANOUTS ARE TO BE SET TO GRADE PRIOR TO WATER METER ACTIVATION.
4. NO 90° BENDS SHALL BE PERMITTED FOR SEWER SERVICE AND CLEANOUT INSTALLATION.

TYPICAL LATERAL CONNECTIONS

N.T.S. 5/27/05

Water & Sewer Details

City of Riviera Beach Utility District



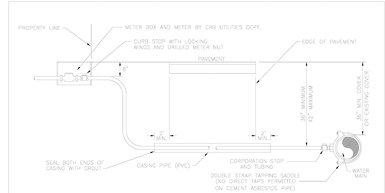
NOTES:
1. AUTHORIZED SERVICE LINE MATERIAL:
   A) POLYETHYLENE TUBING WITH COMPRESSION FITTINGS.
   B) POLYETHYLENE TUBING SDR 9, COPPER TUBE SIZE.
2. ANGLE METER STOP SHALL BE 1" MINIMUM.
3. 1" ANGLE METER STOPS WITH 3/4" VALVES SHALL NOT BE PERMITTED.
4. MULTIPLE SERVICE METER INSTALLATIONS OF MORE THAN 4 METERS PER SERVICE AND SERVICE LINES LARGER THAN 2" DIAMETER SHALL BE HANDLED ON AN INDIVIDUAL BASIS.
5. ANGLE METER STOPS 1 1/2" AND 2" IN SIZE SHALL BE PROVIDED WITH BOTH A LOCKING BAR AND METER FLANGE.
6. NO FITTINGS BETWEEN CORP STOP AND ANGLE METER STOP ALLOWED WHEN USING POLYETHYLENE TUBING.

TYPICAL WATER SERVICES

N.T.S. 05/27/05

Water & Sewer Details

City of Riviera Beach Utility District



NOTES:
1. CASINGS SHALL BE REQUIRED FOR ALL LONG SIDE SERVICES.
2. SUCCESSIVE TAPS INTO THE WATER MAIN SHALL BE SPACED A MINIMUM OF 18" OFFSET.
3. WHERE NO SIDEWALK EXISTS, METER BOXES SHALL BE SET TO CONFORM TO FINISH GRADE.
4. COPPER TUBING SHALL BE TYPE "K" WITH COMPRESSION FITTINGS.
5. USE EMS MARKER #1252 COLOR BLUE DIRECTLY OVER THE CORPORATION STOP.
6. ALL SERVICE LINES SHALL BE EQUIPED WITH A CORPORATION STOP AT THE MAIN AND A CURB STOP (LOCKING CONNECTION TYPE) AT THE METER.
7. THE COPPER SERVICE LINE SHALL BE CONTINOUS FROM CORPORATION STOP TO CURB STOP WITH NO FITTINGS IN BETWEEN.
8. TAPPING SADDLES AND CORPORATION STOPS SHALL HAVE AWWA INLET THREADS.
9. ALL EXPOSED FITTINGS TO BE COATED WITH COLA-TAR EPOXY.
10. GALVANIZED CASING REQUIRED FOR ANY INSTALLATION REQUIRING A JACK AND BORE; SCH. 40 PVC MAY BE USED FOR AN OPEN CUT INSTALLATION WITH THE APPROVAL OF THE CRB UTILITIES DEPT. CASING SHOULD EXTEND TWO (2) FEET BEYOND EDGE OF PAVEMENT AND SIZED AS FOLLOWS:
    A.) 1" SERVICE USE 2" CASING
    B.) 1 1/2" SERVICE USE 3" CASING
    C.) 2" SERVICE USE 4" CASING

3/4" – 2" TYPICAL WATER SERVICE INSTALLATION

N.T.S. 05/27/05

Water & Sewer Details

City of Riviera Beach Utility District

CLIENT

CITY OF RIVIERA BEACH
1481 West 15th Street
Riviera Beach, FL 33404

ARCHITECT

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SEAL

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July 2, 2025

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DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

PROJECT NAME

RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION

1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT STATUS

SITE PLAN RESUBMISSION

PGAL PROJECT NUMBER

1007657.00

BTE PROJECT NUMBER

24-0504

BTE ISSUE DATE

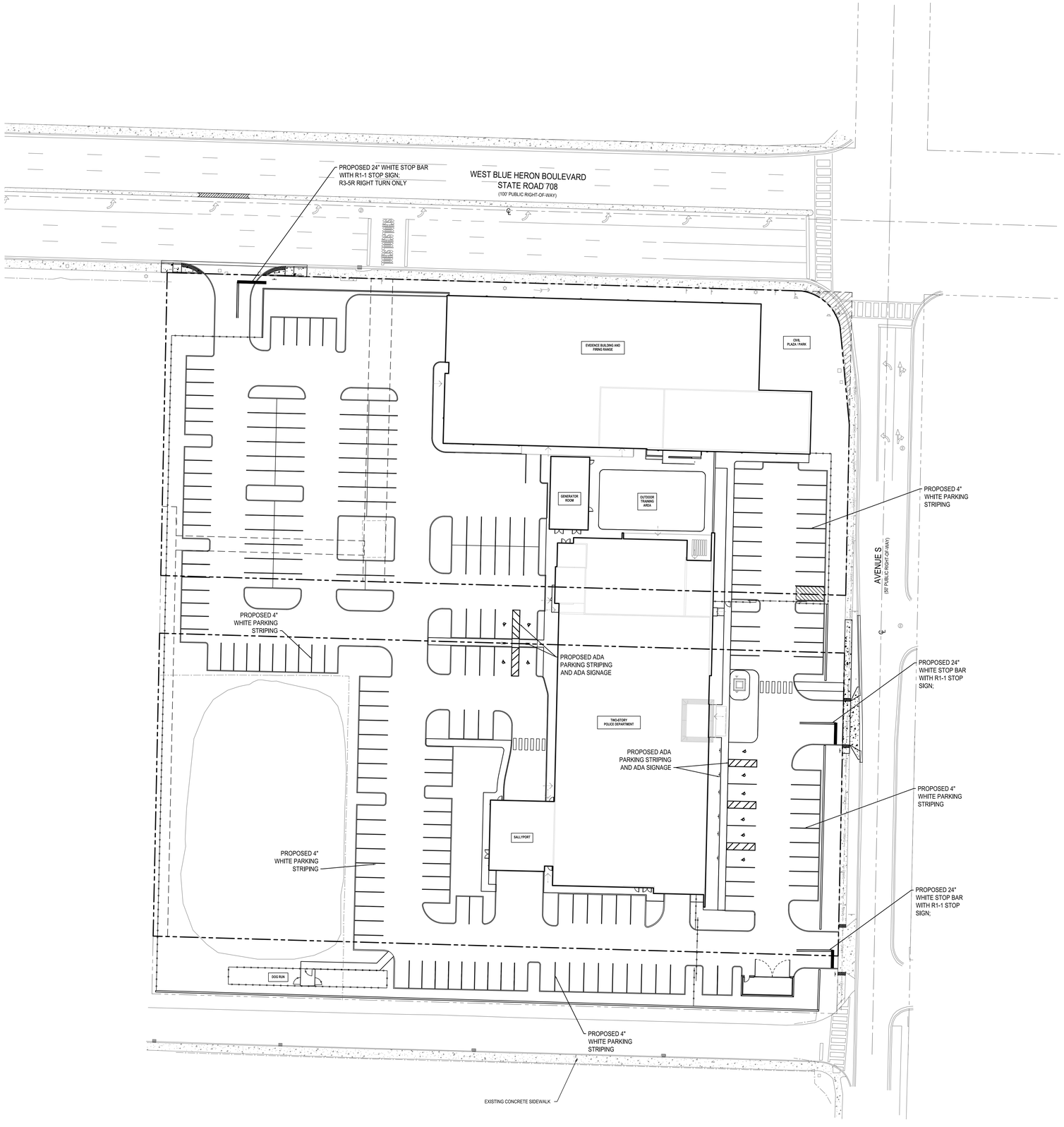
7-2-2025

SHEET TITLE

WATER AND SANITARY SEWER DETAILS

SHEET NUMBER

C-4.2



0 15 30 60 90

GRAPHIC SCALE IN FEET

Always call 811 two full business days before you dig to have underground utilities located and marked.

Sunshine811.com

PAVEMENT MARKING & SIGNAGE NOTES:

1. ALL PAVEMENT MARKING & SIGNAGE TO BE IN ACCORDANCE WITH THE "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES" (MUTCD) (LATEST EDITION), FDOT STANDARDS (LATEST EDITION).
2. ALL PAVEMENT MARKINGS IN OR ADJACENT TO THE PUBLIC RIGHT OF WAY ARE TO BE ALKYD BASED THERMOPLASTIC AND FULLY RETROREFLECTORIZED.
3. PAVEMENT MARKING SHALL BE UNIFORM ACROSS THE ENTIRE STRIPE AND HAVE A MINIMUM RETROREFLECTIVITY OF 250 MILLICANDELAS FOR WHITE AND 175 FOR YELLOW.
4. ALL PAVEMENT MARKINGS ON PAVER SYSTEMS SHALL BE 3M 380/381 SERIES TAPE AND APPLIED WITH P60 ADHESIVE AS PER MANUFACTURER'S SPECIFICATIONS.
5. FDOT APPROVED SEALER SHALL BE USED WHEN APPLYING MARKINGS ON CONCRETE.
6. EXISTING MARKINGS SHALL BE REMOVED BY SANDBLASTING ONLY.
7. ALL REGULATORY SIGNS SHALL BE TYPE XI SHEETING MATERIAL.
8. SEE FDOT INDEX NO. 706 FOR PLACEMENT OF RPM's. (FOR BULLNOSE RPM TREATMENT, SEE LEGEND NO. 1).
9. RPM's SHALL BE CLASS "B" 911 OR EQUIVALENT, APPLIED WITH EPOXY OR BITUMINOUS ADHESIVE.
10. ALL STOP BARS TO BE 4' BEHIND CROSSWALK OR SIDEWALK.

CLIENT

CITY OF RIVIERA BEACH
1481 West 15th Street
Riviera Beach, FL 33404

ARCHITECT

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SEAL

STEPHEN F. BOTEK
LICENSE
No. 55335
STATE OF FLORIDA
PROFESSIONAL ENGINEER

July 2, 2025

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DRAWING HISTORY

№	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT STATUS
SITE PLAN RESUBMISSION

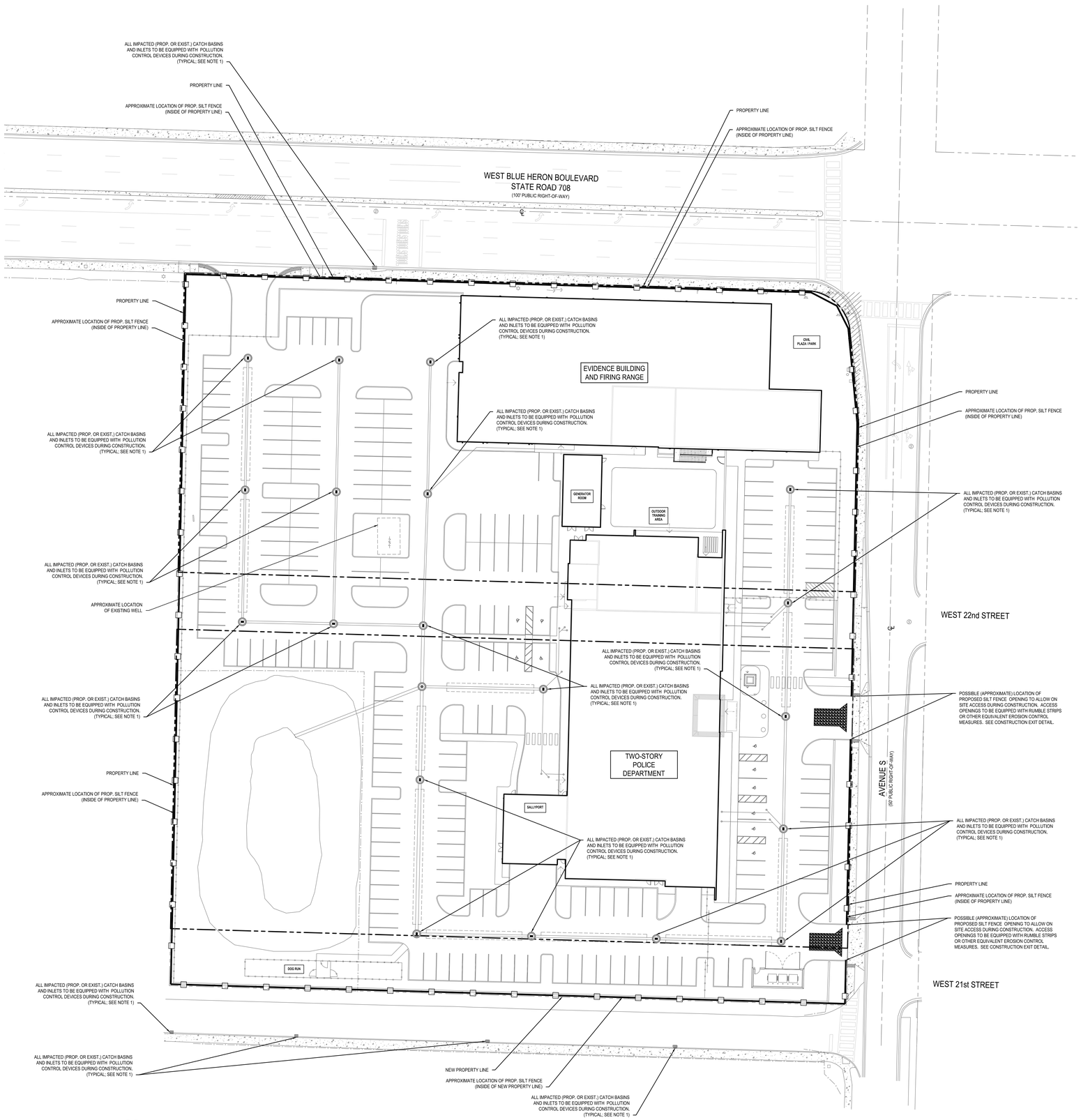
PGAL PROJECT NUMBER
1007657.00

BTE PROJECT NUMBER
24-0504

BTE ISSUE DATE
7-2-2025

SHEET TITLE
PAVEMENT MARKING AND SIGNAGE PLAN

SHEET NUMBER
C-5



0 15 30 60 90

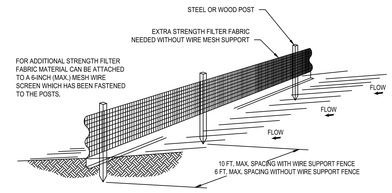
GRAPHIC SCALE IN FEET

Always call 811 two full business days before you dig to have underground utilities located and marked.

Sunshine811.com

POLLUTION CONTROL NOTES:

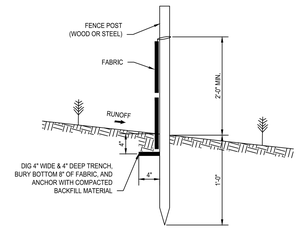
1. ALL DRAINAGE INLETS IMPACTED BY THIS PROJECT DURING CONSTRUCTION TO BE EQUIPPED WITH FILTER FABRIC AND/OR APPROVED EQUIVALENT OVER GRATES PER DETAIL THIS SHEET, CURB INLETS TO BE EQUIPPED WITH CURB INLET POLLUTION CONTROL DEVICES.
2. SILT FENCES SHALL BE INSTALLED AS NECESSARY TO CONTROL OR PREVENT OFF-SITE DISCHARGE OF SEDIMENT.
3. ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE STABILIZED WITHIN A REASONABLE PERIOD OF TIME TO ASSURE MINIMUM EROSION OF SOILS.
4. CONTRACTOR TO COMPLY WITH TERMS AND CONDITIONS OF NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) GENERAL PERMIT.
5. CONTRACTOR TO PROVIDE FOR TRUCK WASH DOWN AREA AT ALL TEMPORARY AND PERMANENT ENTRANCES/EXITS DURING CONSTRUCTION.



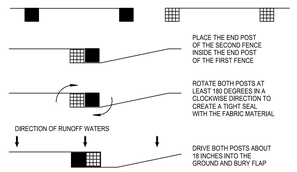
NOTES:

1. THE HEIGHT OF A SILT FENCE SHALL NOT EXCEED 36 INCHES (90 CM).
2. THE FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLL CUT TO LENGTH OF THE BARRIER TO AVOID THE USE OF JOINTS.
3. POSTS SHALL BE SPACED A MAXIMUM OF 10 FEET (3 M) APART AT THE BARRIER LOCATION AND DRIVEN SECURELY INTO THE GROUND A MINIMUM OF 12 INCHES (30 CM), WHEN EXTRA STRENGTH FABRIC IS USED WITHOUT THE WIRE SUPPORT FENCE, POST SPACING SHALL NOT EXCEED 6 FEET (1.8 M).
4. A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4 INCHES (10 CM) WIDE AND 4 INCHES (10 CM) DEEP ALONG THE LINE OF POSTS AND UPSLOPE FROM THE BARRIER.
5. WHEN STANDARD STRENGTH FILTER FABRIC IS USED, A WIRE MESH SUPPORT FENCE SHALL BE FASTENED SECURELY TO THE UPSLOPE SIDE OF THE POSTS USING HEAVY DUTY WIRE STAPLES AT LEAST 1 INCH (25 MM) LONG, TIE WIRES, OR HOG RINGS. THE WIRE SHALL EXTEND INTO THE TRENCH A MINIMUM OF 2 INCHES (5 CM) AND SHALL NOT EXTEND MORE THAN 36 INCHES (90 CM) ABOVE THE ORIGINAL GROUND SURFACE.
6. THE STANDARD STRENGTH FILTER FABRIC SHALL BE STAPLED OR WIRED TO THE FENCE, AND 8 INCHES (20 CM) OF THE FILTER FABRIC SHALL BE EXTENDED INTO THE TRENCH. THE FABRIC SHALL NOT EXTEND MORE THAN 36 INCHES (90 CM) ABOVE THE ORIGINAL GROUND SURFACE.
7. THE TRENCH SHALL BE BACKFILLED AND THE SOIL COMPACTED OVER THE FILTER FABRIC.

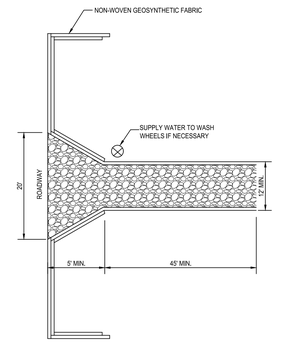
SILT FENCE INSTALLATION DETAIL



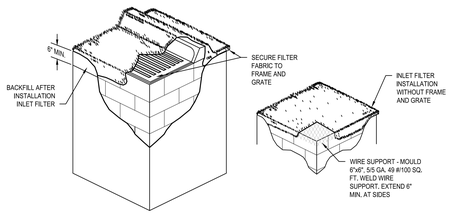
SILT FENCE SECTION
NOT TO SCALE



ATTACHING TWO SILT FENCES
NOT TO SCALE



STABILIZED CONSTRUCTION EXIT
NTS



NOTES:

1. CONTRACTOR IS TO CLEAN INLET FILTER AFTER EVERY STORM.
2. CONTRACTOR TO REMOVE FABRIC JUST PRIOR TO PAVING.
3. A SEDIMENT TRAP WILL BE EXCAVATED BEHIND THE CURB AT THE INLET. THE BASIN SHALL BE AT LEAST 12 TO 14" IN DEPTH. APPROXIMATELY 36" IN WIDTH, AND APPROXIMATELY 7 TO 10 FEET IN LENGTH PARALLEL TO THE CURB.
4. STORM WATE WILL REACH THE SEDIMENT TRAP VIA CURB CUTS ADJACENT TO EACH SIDE OF THE INLET STRUCTURE. THESE OPENINGS SHALL BE AT LEAST 12 INCHES IN LENGTH. STORM WATER MAY ALSO REACH THE BASIN VIA OVERLAND FLOW LAND AREA BEHIND THE CURB. THE CUR B CUTS SHALL BE REPAIRED WHEN THE SEDIMENT TRAP IS REMOVED.

INLET FILTER DETAIL
NTS

CLIENT

CITY OF RIVIERA BEACH
1481 West 15th Street
Riviera Beach, FL 33404

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BTE ISSUE DATE
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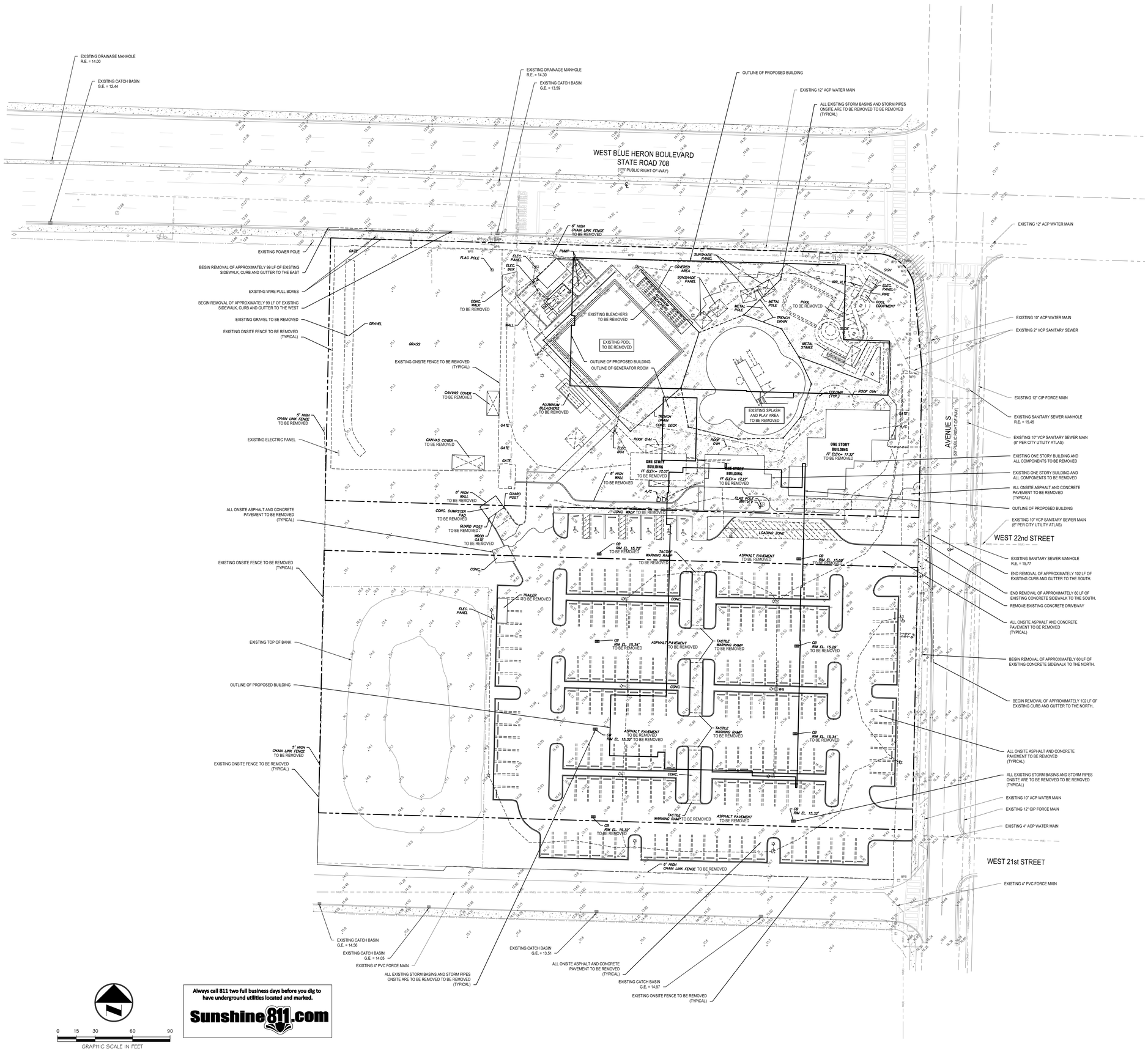
SHEET TITLE
POLLUTION AND EROSION CONTROL PLAN

SHEET NUMBER
C-6



Always call 811 two full business days before you dig to have underground utilities located and marked.

Sunshine811.com

DEMOLITION LEGEND

PROPERTY or R/W LINE

UTILITY DEMOLITION

DEMOLITION

ABBREVIATIONS	
PROP.	PROPOSED
EXIST.	EXISTING
I.E.	INVERT ELEVATION
M.H.	MANHOLE
C.B.	CATCH BASIN
D.W.	DRAINAGE WELL
R.E.	RIM ELEVATION
G.E.	GRATE ELEVATION

DEMOLITION NOTES:

1. CONTRACTOR SHALL SECURE ALL APPLICABLE PERMITS FOR DEMOLITION OF THE SITE PRIOR TO MOBILIZATION.
2. CONTRACTOR SHALL OBTAIN UNDERGROUND UTILITY LOCATIONS PRIOR TO BEGINNING WORK. RELOCATIONS SHALL BE OBTAINED WHEN THE INITIAL LOCATIONS EXPIRE.
3. ALL CAPPING SHALL BE INSPECTED AND APPROVED BY THE PUBLIC UTILITY OWNING THE LINES.
4. ALL PREMISES AND EXTERIOR PROPERTY LINES SHALL BE PROTECTED AGAINST DEBRIS FALLING OVER THE PROPERTY LINES.
5. ALL APPLICABLE ORDINANCES SHALL BE FOLLOWED AS THEY RELATE TO AIR, NOISE AND WATER RUNOFF FROM THE SITE. (I.E. ALL RUBBLE SHALL BE WATERED CONTINUOUSLY TO CONTROL DUST AND FLYING DEBRIS.)
6. WHEN PLUGGING EXISTING SEWER SERVICES, CONTRACTOR SHALL FORWARD AS-BUILT PLANS PREPARED BY A LICENSED SURVEYOR AT THE CONTRACTORS EXPENSE FOR REVIEW AND APPROVAL BY THE CITY AND/OR ENGINEER. VERIFY HORIZONTALLY AND VERTICALLY.
7. CONTRACTOR SHALL INSTALL EROSION CONTROL MEASURES PRIOR TO MOBILIZATION. CONTRACTOR SHALL NOTIFY E.O.R. WHEN MEASURES ARE INSTALLED TO ALLOW ENGINEER TO INSPECT AND APPROVE OF METHODS PRIOR TO BEGINNING DEMOLITION OPERATION.
8. CONTRACTOR SHALL VISIT THE SITE TO VERIFY THE SCOPE OF THIS PROJECT. ANY ABOVE GROUND ITEMS ON THE SITE BUT NOT SHOWN SHALL BE INCLUDED IN THE BID.
9. ASPHALT, PAVERS, AND ROCK TO BE REMOVED AND DISPOSED OF PROPERLY.
10. EXISTING SANITARY SEWER SERVICES HAVE NOT BEEN LOCATED BUT ARE TO BE REMOVED AND CAPPED AT THE ROW LINE PER CITY OF RIVIERA BEACH STANDARDS.

GENERAL NOTES:

1. THIS PLAN IS TO DEPICT PROPOSED SITE (WATER, SANITARY, STORM, ASPHALT, CURB, ETC.) DEMOLITION ONLY. FRANCHISED UTILITIES (OVERHEAD AND UNDERGROUND) ARE TO BE COORDINATED BY THE CONTRACTOR (SEE NOTE #5) AND ARE NOT INCLUDED IN THIS SCOPE.
2. REFER TO CIVIL ENGINEERING PLANS FOR MORE DIRECTION ON UTILITY DEMOLITION, RELOCATION AND/OR ABANDONMENT INFORMATION AND DETAILS.
3. REFER TO BUILDING DEMOLITION PLANS FOR BUILDING DEMOLITION INFORMATION.
4. REFER TO TREE DISPOSITION PLAN FOR ANY LANDSCAPING DEMOLITION.
5. CONTRACTOR IS VERIFY THAT ALL SERVICES TO THE SITE HAVE BEEN DISCONTINUED AND THEY ARE RESPONSIBLE FOR OBTAINING ALL UTILITY COMPANY RELEASES (FPL, BELLSOUTH, COMCAST, ETC.) PRIOR TO BEGINNING DEMOLITION.
6. ALL SERVICES TO ADJACENT PROPERTIES NOT SCHEDULED FOR DEMOLITION ARE TO REMAIN.
7. ALL EXISTING UTILITIES SHOWN ON THIS PLAN ARE BASED ON THE BEST AVAILABLE INFORMATION. THE EXISTING UTILITY INFORMATION SHOWN HERE IS FOR THE CONTRACTOR'S CONVENIENCE AND THE E.O.R. ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. BEFORE COMMENCING CONSTRUCTION CONTRACTOR TO CALL FOR UTILITY LOCATES, VERIFY ALL EXISTING UTILITIES' LOCATIONS AND DEPTHS, AND NOTIFY E.O.R. OF ANY CONFLICTS.

CLIENT

CITY OF RIVIERA BEACH
1481 West 15th Street
Riviera Beach, FL 33404

ARCHITECT

PGAL, Inc.
791 Park of Commerce Blvd.
Suite 400
Boca Raton, FL 33487
T 561 988 4002
www.pgal.com

CONSULTANT

Botek Thurlow Engineering, Inc.
3400 NW 9th Avenue, Suite 102, Ft. Lauderdale, FL 33309
www.botekthurlow-eng.com p: 954-568-0688 f: 954-568-0757

SEAL

STEPHEN F. BOTEK LICENSE No. 55335 STATE OF FLORIDA PROFESSIONAL ENGINEER

July 2, 2025

THIS DOCUMENT HAS BEEN DIGITALLY SIGNED AND SEALED BY STEPHEN F. BOTEK, P.E. ON THE DATE ADJACENT TO THE SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

DRAWING HISTORY

No.	DATE	DESCRIPTION
A	4/4/2025	100% Design Development
	7/2/2025	Site Plan Resubmission

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD. RIVIERA BEACH, FL 33404

PROJECT STATUS
SITE PLAN RESUBMISSION

PGAL PROJECT NUMBER
1007657.00

BTE PROJECT NUMBER
24-0504

BTE ISSUE DATE
7-2-2025

SHEET TITLE
SITE DEMOLITION PLAN

SHEET NUMBER
C-7

The Design-Build Team has contracted with UES to provide a geotechnical report including exfiltration testing.

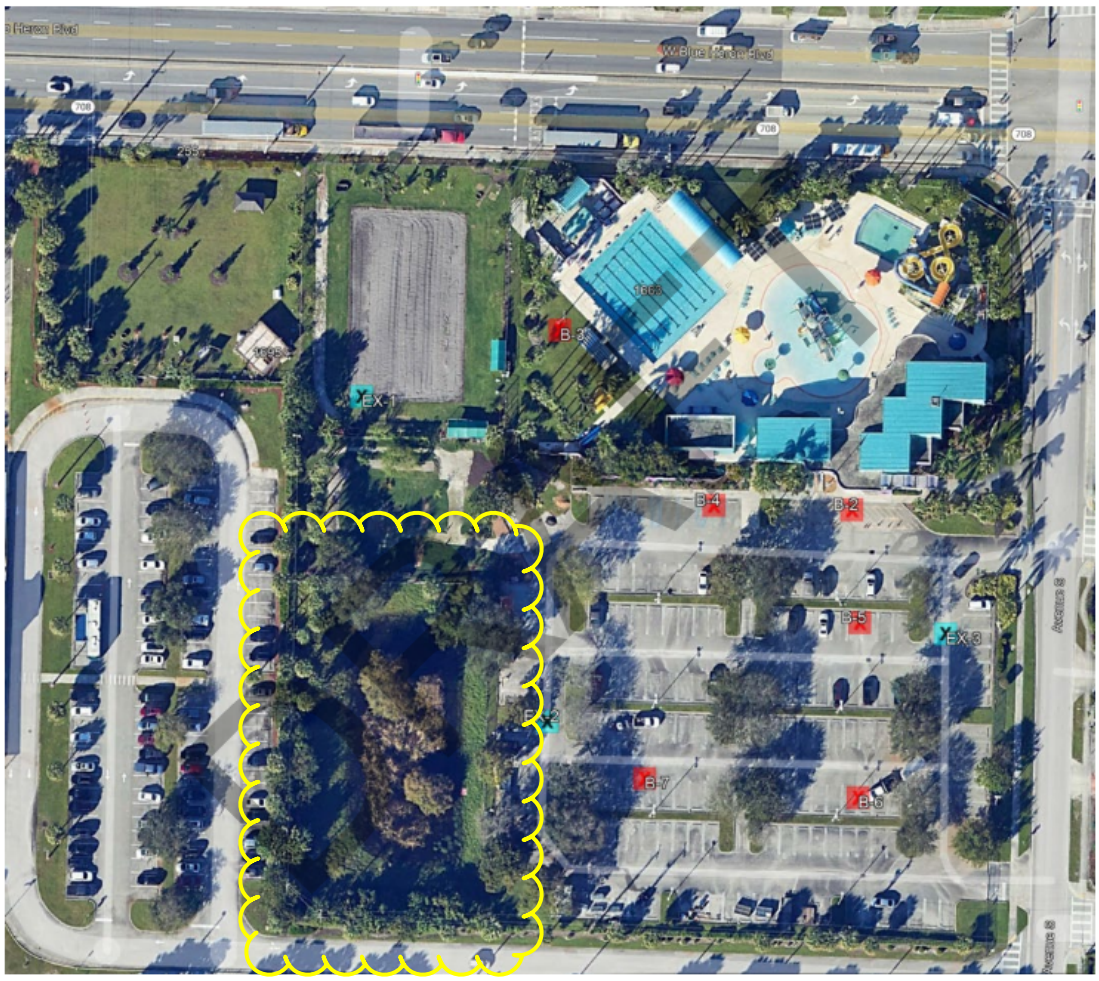
Test results are being evaluated by Civil.

The intent is to reuse the existing dry retention area in the south west corner of the site as clouded in the snapshot. With the reconfiguration of parking for the Police Headquarters; new underground exfiltration pipe will be provided.

Test Location Plan

Riviera Beach Police Headquarters
1621 W Blue Heron Blvd, Riviera Beach, FL

Project No. 3730.2500013.0000	Drafted by: RB	Reviewed By: HS	Date: 2/20/2025



N

Legend

- Approximate 40' Standard Penetration Test Boring Locations
- Approximate 10' Exfiltration Test Locations

BORING LOCATIONS WERE LOCATED USING A MEASURING TAPE AND EXISTING LANDMARKS AS REFERENCE POINTS. IN ADDITION, THE LATITUDE, LONGITUDE, AND ELEVATION NOTED ON THE BORING LOGS WERE TAKEN FROM GOOGLE EARTH. THEREFORE, LOCATIONS SHOWN ON THE PLAN ARE APPROXIMATE.

Engineering and Public Works Department
P.O. Box 21229
West Palm Beach, FL 33416-1229
(561) 684-4000
FAX: (561) 684-4050
www.pbc.gov

Palm Beach County Board of County Commissioners
Maria G. Marino, Mayor
Sara Baxter, Vice Mayor
Gregg K. Weiss
Joel G. Flores
Marci Woodward
Maria Sachs
Bobby Powell Jr.

County Administrator
Joseph Abruzzo

November 13, 2025

Saurabh B Basnet, P.E., RSP1
Via Planning, Inc.
2101 West Commercial Boulevard, Suite 3200
Fort Lauderdale, Florida, 33309

RE: Riviera Beach Police Department
Project #: 250806
Traffic Performance Standards (TPS) Review

Dear Mr. Basnet:

The Palm Beach County Traffic Division has reviewed the above referenced project Traffic Impact Statement, dated August 2025, revised November 2025, pursuant to the Traffic Performance Standards in Article 12 of the Palm Beach County (PBC) Unified Land Development Code (ULDC). The project is summarized as follows:

Municipality:	Riviera Beach
Location:	SWC of W Blue Heron Blvd and Avenue S
PCN:	56-43-42-29-04-007-0181/-0010/-008-0010
Access:	One right-in/right-out access driveway on W Blue Heron Blvd, and two full access driveways on Avenue S (As used in the study and is NOT necessarily an approval by the County through this TPS letter)
Existing Uses:	Aquatic Park / Recreational Center = 5,459 SF
Proposed Uses:	Police Headquarters = 48,643 SF, and Warehouse/Storage = 23,590 SF
Net Daily Trips:	982 (Proposed – Existing)
Net Peak Hour Trips:	156 (118/38) AM; 73 (15/58) PM (Proposed – Existing)
Total Daily Trips:	1139
Total Peak Hour Trips:	166 (125/41) AM; 87 (22/65) PM
Build-out:	December 31, 2028

Based on our review, the Traffic Division has determined that the proposed development **meets** the Traffic Performance Standards of Palm Beach County. However, some roadway links and intersections will experience background failures (i.e., not meeting the adopted Level of Service) during the initial phase of the project, without the project traffic. Same is true for the build-out scenario. Since these deficiencies are due to background traffic, the applicant is not required to contribute to the proportionate share cost for roadway capacity improvements.

Please note a conceptual driveway pre-approval letter from the FDOT must be obtained for the access connection onto W Blue Heron Blvd.

Please note the receipt of a TPS approval letter does not constitute the review and issuance of a Palm Beach County Right-of-Way (R/W) Construction Permit nor does it eliminate any requirements that may be deemed as site related. For work

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within Palm Beach County R/W, a detailed review of the project will be provided upon submittal for a R/W permit application. The project is required to comply with all Palm Beach County standards and may include R/W dedication.

No building permits are to be issued by the City after the build-out date specified above. The County traffic concurrency approval is subject to the Project Aggregation Rules set forth in the Traffic Performance Standards Ordinance.

The approval letter shall be valid no longer than one year from date of issuance, unless an application for a Site Specific Development Order has been approved, an application for a Site Specific Development Order has been submitted, or the approval letter has been superseded by another approval letter for the same property.

If you have any questions regarding this determination, please contact me at 561-478-5755 or email MRahman@pbc.gov.

Sincerely,

Rahman

Moshiur Rahman, Ph.D., P.E.
Professional Engineer
Engineering and Public Works Dept.
Traffic Division

MR:QB:yg

ec: Addressee
Mary Savage Dunham, Assistant Director of Development Service, City of Rivera Beach
Quazi Bari, P.E., PTOE, Manager - Growth Management, Traffic Division
Alberto Lopez - Technical Assistant III, Traffic Division

File: General - TPS - Mun - Traffic Study Review
F:\TRAFFIC\MR\MUN\APPROVED\2025\250806 RIVIERA BEACH POLICE DEPARTMENT.DOCX

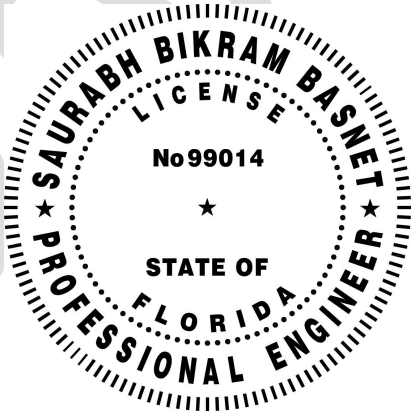
RIVIERA BEACH POLICE DEPARTMENT

TRAFFIC REPORT

DRAFT

prepared by:
via planning, inc.
2101 W Commercial Boulevard, Suite 3200
Fort Lauderdale, Florida 33309

via PN: 1124
April 2025



Digitally signed by Saurabh Basnet
Date: 2025.04.10 16:07:21 -04'00'

Saurabh B Basnet, PE, RSP1
Florida P.E. number: 99014

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BACKGROUND 3
TRIP GENERATION 3
TRIP DISTRIBUTION 5
DRIVEWAY TRIPS ASSIGNMENT 5
EMERGENCY LEFT-OUT ACCESS 8
CONCLUSION 8

DRAFT

BACKGROUND

This report documents the trip generation and driveway volumes for the proposed new Police Headquarters located at 1621 SR-708/W Blue Heron Boulevard, in the City of Riviera Beach. Currently, the parcel is occupied by an aquatic park, and it is proposed to be redeveloped as the City's new police headquarters, which includes an office building of approximately 48,643 sqft and a warehouse/storage facility of approximately 23,590 sqft. The proposed development will have three (3) accesses: one (1) on SR-708/W Blue Heron Boulevard, and two (2) on Avenue S. The site plan is included in Appendix A.

The right-in/right out only driveway at SR-708/W Blue Heron Boulevard has been previously approved by FDOT District Access Management Review Committee. The applicant is proposing an emergency only left-out access across the median from the driveway at SR-708/W Blue Heron Boulevard. A median opening along SR-708/W Blue Heron Boulevard, located approximately 385 feet west of Avenue S, will allow for emergency vehicles to make a northbound left-turn during emergency situations.

This traffic report is prepared to support the variance request for FDOT to allow for this emergency only left-turn access.

TRIP GENERATION

For the existing aquatic park, ITE *Trip Generation Manual's* (the 11th edition) *Land Use Code (LUC) 495 Recreational Community Center* was used to estimate trips, as *LUC 482 Water Slide Park* has only one (1) data point and does not have trip rates for the weekday.

For the proposed uses, ITE's *LUC 730 Government Office* was used to estimate trips for the police office building as ITE does not provide trip generation rates specifically for police office; *LUC 150 Warehouse* was used to estimate the trips for the warehouse and storage facility, which will serve as evidence building and firing range.

Although internalization between the warehouse and the office is expected, no internalization reduction was applied, for a conservative approach. Similarly, no pass-by reductions was applied. Trip generation results are provided on the next page. Supporting documents are included in Appendix B.

The development is projected to generate approximately 982 daily trips, 156 AM peak hour trips, and 73 PM peak hour net new trips.

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Trip Generation Table

Land Use	Land Use Code	Intensity	Units	Weekday Daily	A.M. Peak Hour			P.M. Peak Hour		
					In	Out	Total	In	Out	Total
Existing Development										
Recreational Community Center	495	5.459	KSF	157	7	3	10	7	7	14
Net External Trips				157	7	3	10	7	7	14
Proposed Development										
Government Office	730	48.643	KSF	1,099	122	40	162	21	62	83
Warehouse	150	23.590	KSF	40	3	1	4	1	3	4
Driveway Volumes				*1,139*	*125*	*41*	*166*	*22*	*65*	*87*
Net New External Trips				**982**	**118**	**38**	**156**	**15**	**58**	**73**

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TRIP DISTRIBUTION

The general trip distribution is as follows:

- 45% each from the west and from the east along SR-708/W Blue Heron Boulevard
- 5% each from the north and from the south along Avenue S

DRIVEWAY TRIPS ASSIGNMENT

The development has three vehicular driveways: Driveway #1 along Blue Heron Boulevard and Driveways #2 and #3 along Avenue S. These are shown in Figure 1.

Driveway trips assignments were prepared for two different scenarios for Driveway #1:

- For the emergency situation, allowing left turn
- For normal operations, right-in/right out only

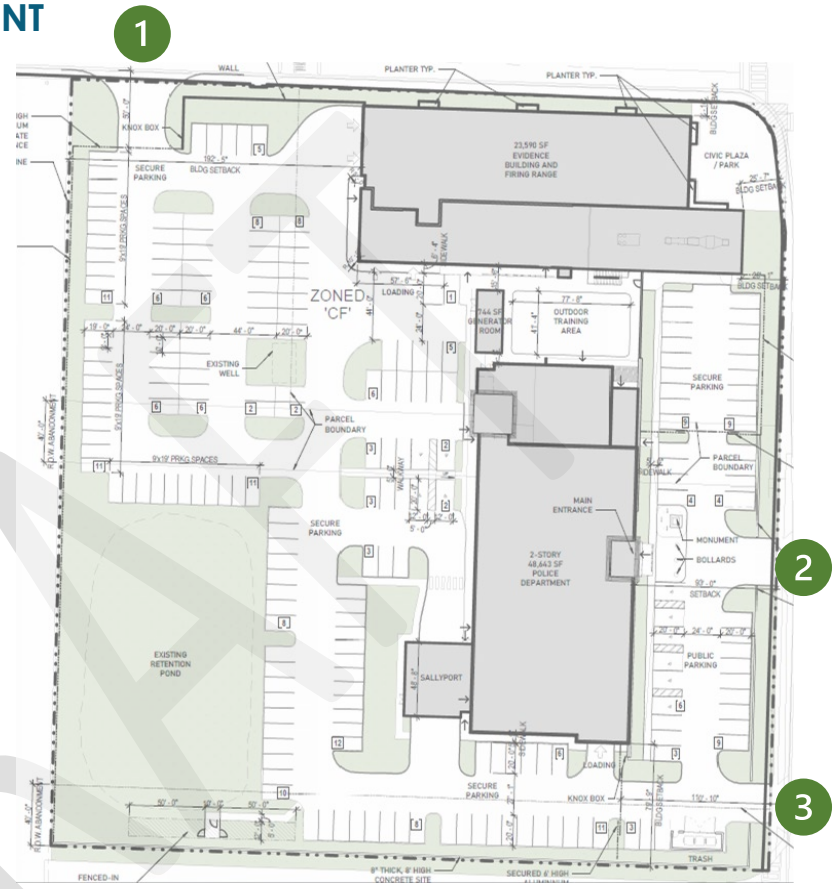

Figure 1: Driveway Locations

The total driveway trips are shown in Figure 2 and Figure 3 for each scenario. Red numbers indicate "outbound" trips, while green numbers indicate "inbound" trips. AM peak hour trips are shown without parentheses, and PM peak hour trips are in parentheses. Please note that some rounding may occur.

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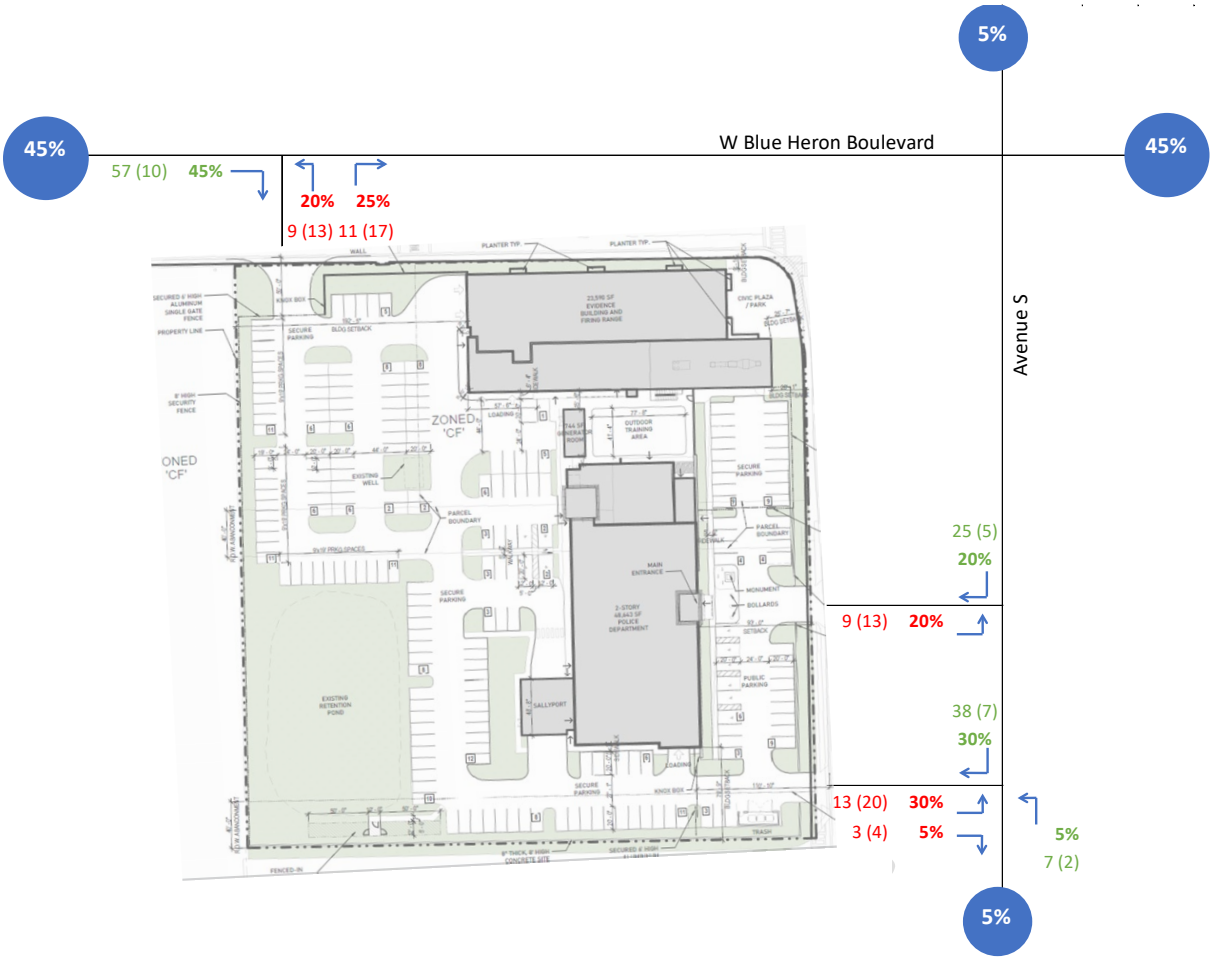

Figure 2: Trip Distribution for Emergency Situation

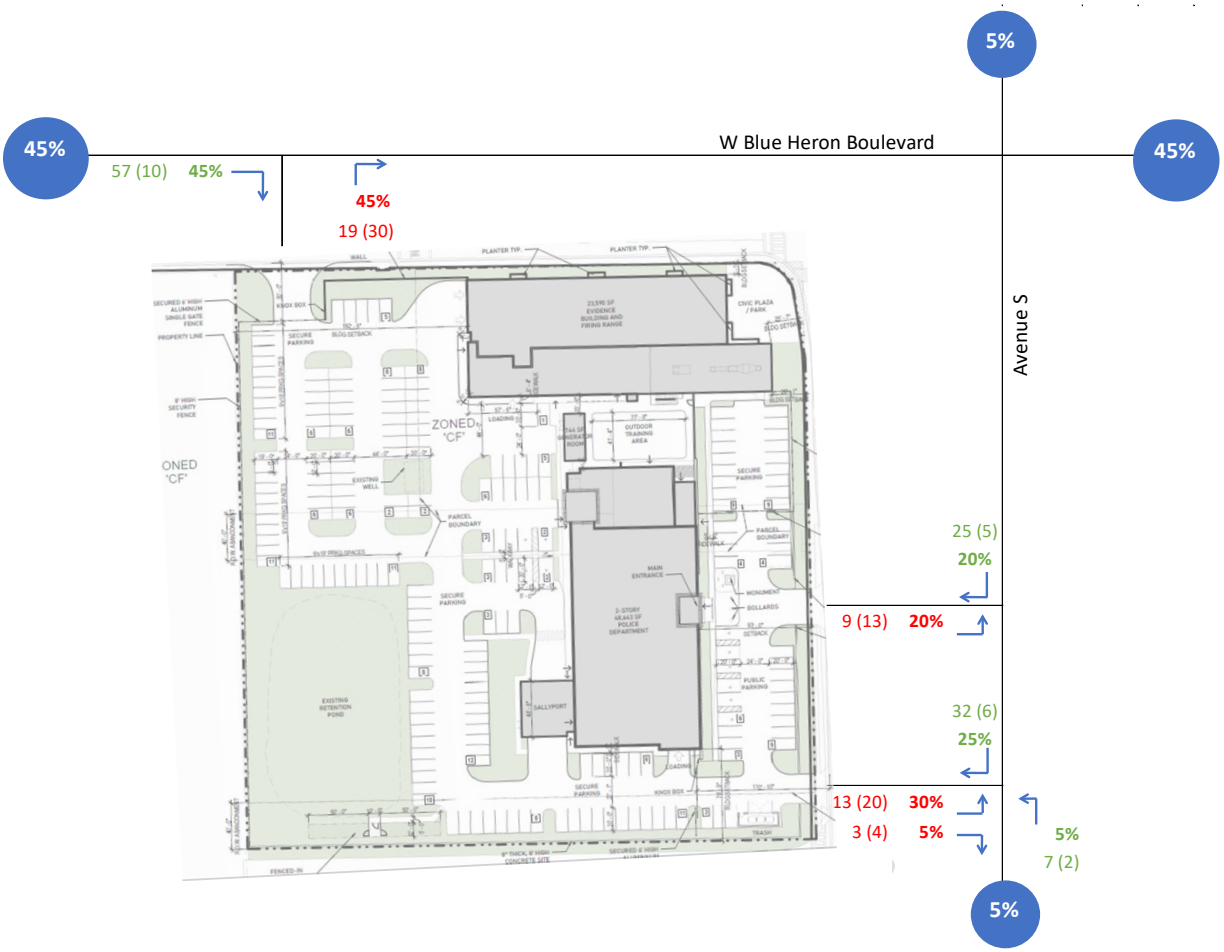

Figure 3: Trip Distribution During Normal Operations

EMERGENCY LEFT-OUT ACCESS

The raised median currently in place along SR-708/W Blue Heron Boulevard prevents direct westbound movements from the site. In order to travel westbound, police officers must either make a right turn at Driveway #1onto SR-708/W Blue Heron Boulevard, travel east to and make a U-turn at the intersection with Avenue S, OR travel north from Driveway #2 or #3 along Avenue S and make a left turn at the intersection with SR-708/W Blue Heron Boulevard. These maneuvers are expected to significantly increase response times due to additional driving and likely delay at the signalized intersection.

The proposed northbound left turn at Driveway #1 will be used by authorized vehicles for emergency situations only. In addition, an emergency signal with pre-emption control will also be installed to facilitate the exiting police vehicles. This signal is expected to operate similarly to any emergency signals at a fire department.

CONCLUSION

We respectfully request approval of the median opening along SR-708/W Blue Heron Boulevard, for authorized vehicles during emergency situations. This critical modification will ensure timely response to Riviera Beach residents and neighbors.

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APPENDIX A

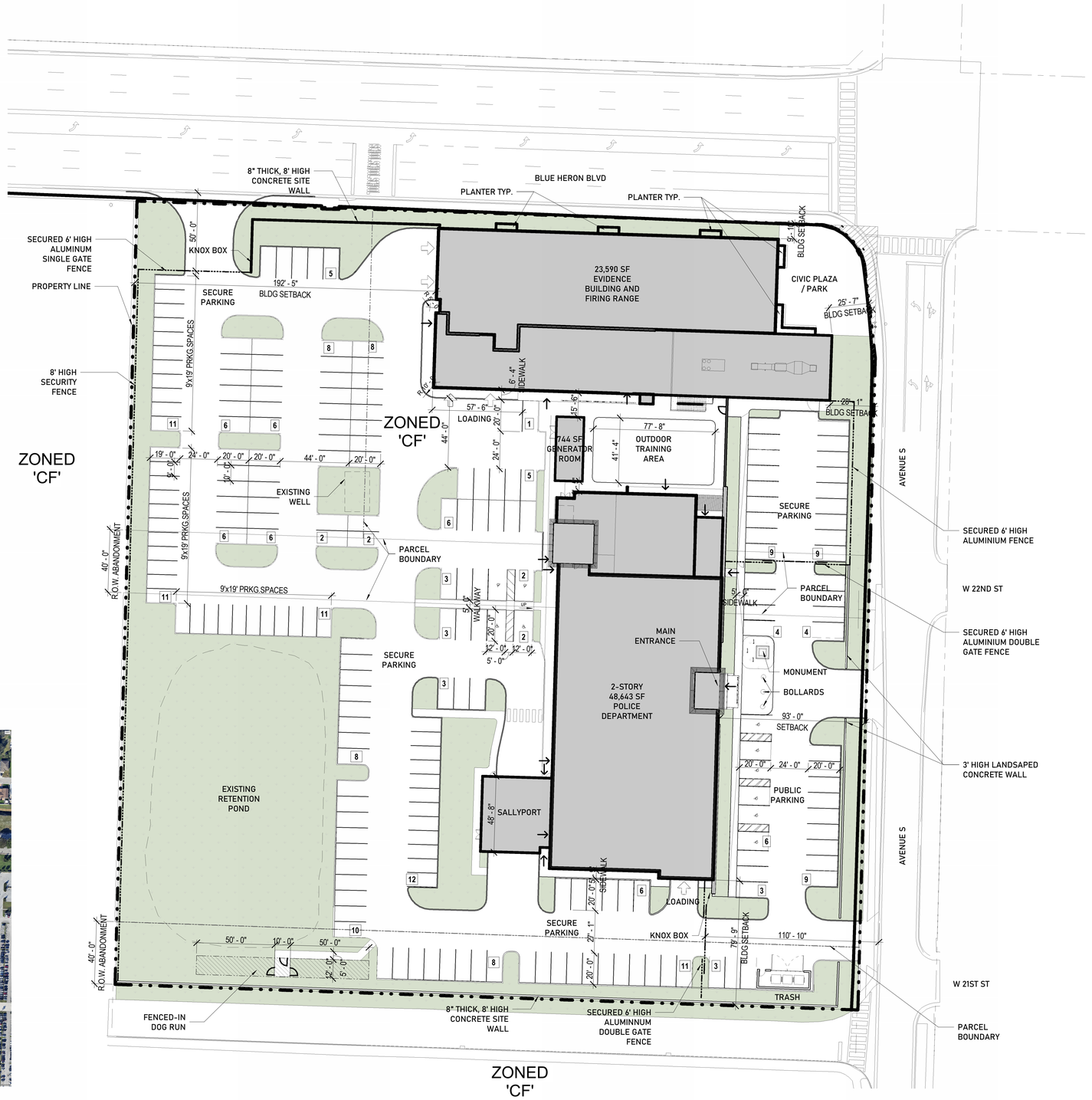
Site Plan

DRAFT

SITE DATA

LAND USE DESIGNIATION:	REC - RECREATIONAL		
LAND USE PROPOSED	CF - COMMUNITY FACILITIES		
ZONING CLASIFICATION:	CF - COMMUNITY FACILITY DISTRICT		
FLOOD ZONE:	X		
	REQUIRED	**PROVIDED**	**%**
LOT AREA:		5.42 ACRES 236,375 S.F.	
IMPERVIOUS AREA:		169,453 S.F.	72%
PERVIOUS AREA:		66,922 S.F.	28%
BUILDING COVERAGE			
POLICE DEPARTMENT:		48,643 S.F.	
EVIDENCE BUILDING & FIRING RANGE:		23,590 S.F.	
GENERATOR ROOM:		744 S.F.	
TOTAL:		**72,977 S.F.**	31%
OPEN SPACE:		163,398 S.F.	69%
SETBACKS & HEIGHTS (COMMUNITY FACILITIES)			
FRONT:		25'-7"	
SIDE:		9'-10"	
SIDE:		79'-9"	
REAR:			
HEIGHT (BLDG TYP.)		30'-0"	
HIGHEST POINT (TOP OF CUPOLA):		41'-0"	
PARKING			
POLICE DEPARTMENT (1/300 SF) 48,643 S.F.	163		
EVIDENCE BUILDING & FIRING RANGE(1/1000 SF) 23,590 S.F.	24		
GENERATOR ROOM (N/A) 744 S.F.	N/A		
TOTAL:	**187**	**209**	
PARKING BREAKDOWN			
9'-0" x 19'-0"		45	
10'-0" x 20'-0"		154	
12'-0" x 20'-0" ADA		10	
TOTAL:		**209**	

LOCATION MAP



0 15'-0" 30'-0" 60'-0"

SITE PLAN 1" = 30'-0" (1)

TRUE NORTH

FILE NAME: Autodesk Docs://_1007657.00 - CORE - City of Riviera Beach D/1007657.00_RBPD_A_R24.rvt
DATE STAMP: 3/18/2025 10:32:04 AM

CLIENT

CITY OF RIVIERA BEACH

ARCHITECT

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791 Park of Commer Blvd.
Suite 400
Boca Raton, FL 33487
T 561 988 4002
www.pgal.com

CONTRACTOR/DEVELOPER

CORE

CORE CONSTRUCTION
1641 Worthington Rd
West Palm Beach
FL 33409
T (954) 206-1824

REGISTRATION

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INTERIM REVIEW
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DRAWING HISTORY

Nr.	DATE	DESCRIPTION
A		XX

J2 ARCHITECTURE

PROJECT STATUS
DESIGN DEVELOPMENT SUBMITTAL
DATE OF ISSUE

PROJECT NAME
RIVIERA BEACH POLICE DEPARTMENT

PROJECT LOCATION
1621 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL 33404

PROJECT NUMBER
1007657.00

SHEET TITLE
OVERALL SITE PLAN

SHEET NUMBER
A1.01

APPENDIX B

Trip Generation Supporting Documents

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Land Use: 495
Recreational Community Center

Description

A recreational community center is a stand-alone public facility similar to and including YMCAs. These facilities often include classes and clubs for adults and children, a day care or nursery school, meeting rooms and other social facilities, swimming pools and whirlpools, saunas, tennis, racquetball, handball, pickle ball, basketball and volleyball courts; outdoor athletic fields/courts, exercise classes, weightlifting and gymnastics equipment, locker rooms, and a restaurant or snack bar. Public access is typically allowed and a membership fee may be charged. Racquet/tennis club (Land Use 491), health/fitness club (Land Use 492), and athletic club (Land Use 493) are related land uses.

Additional Data

The technical appendices provide supporting information on time-of-day distributions for this land use. The appendices can be accessed through either the ITETripGen web app or the trip generation resource page on the ITE website (https://www.ite.org/technical-resources/topics/trip-and-parking-generation/).

The sites were surveyed in the 1980s, the 1990s, the 2000s, the 2010s, and the 2020s in Alberta (CAN), Arizona, Indiana, Minnesota, New Hampshire, New York, Oregon, Pennsylvania, Tennessee, and Utah.

Source Numbers

281, 410, 443, 571, 618, 705, 719, 850, 866, 971, 1055

Recreational Community Center
(495)

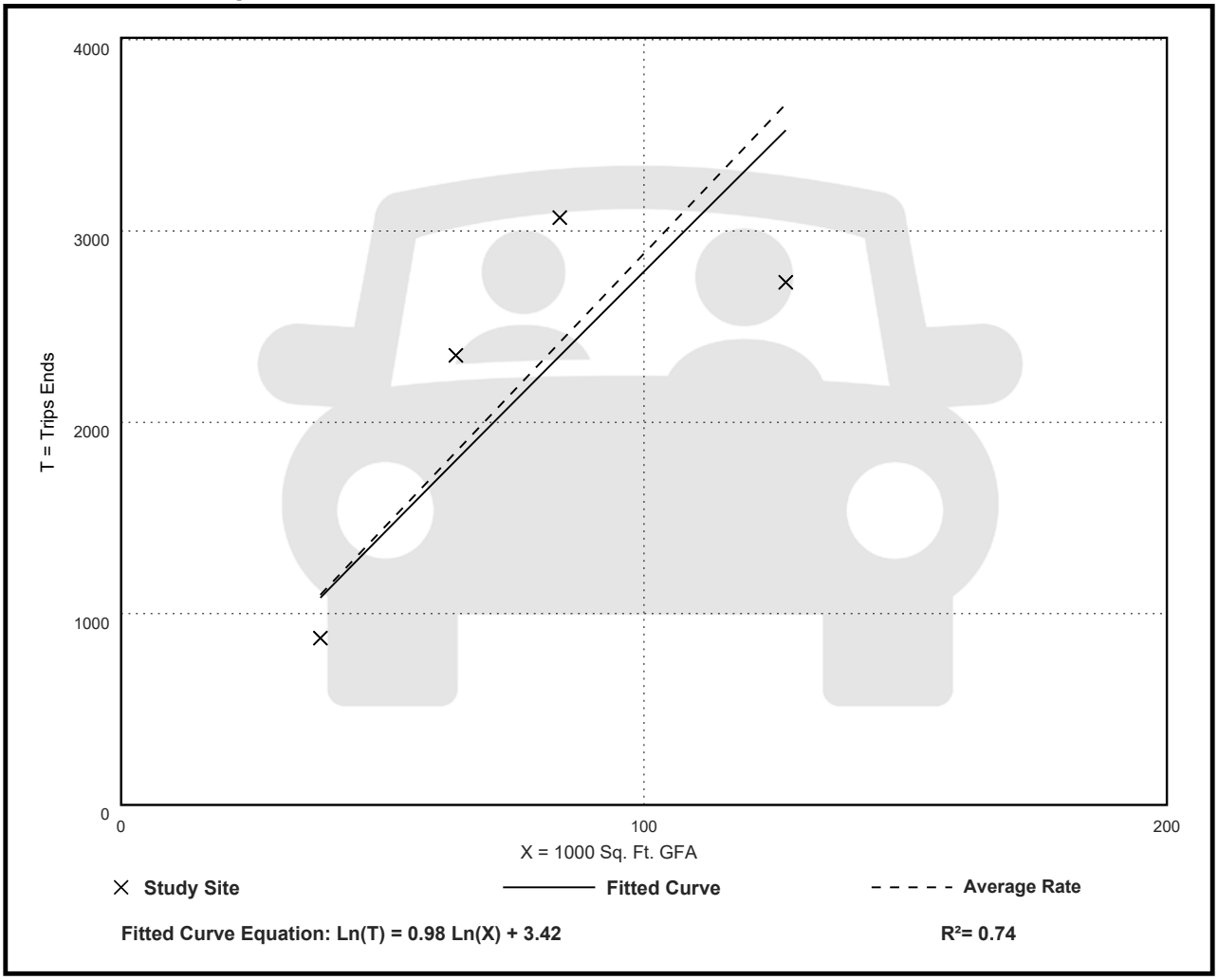
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 4
Avg. 1000 Sq. Ft. GFA: 78
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
28.82	21.49 - 36.71	8.56

Data Plot and Equation



Fitted Curve Equation: Ln(T) = 0.98 Ln(X) + 3.42

R^2= 0.74

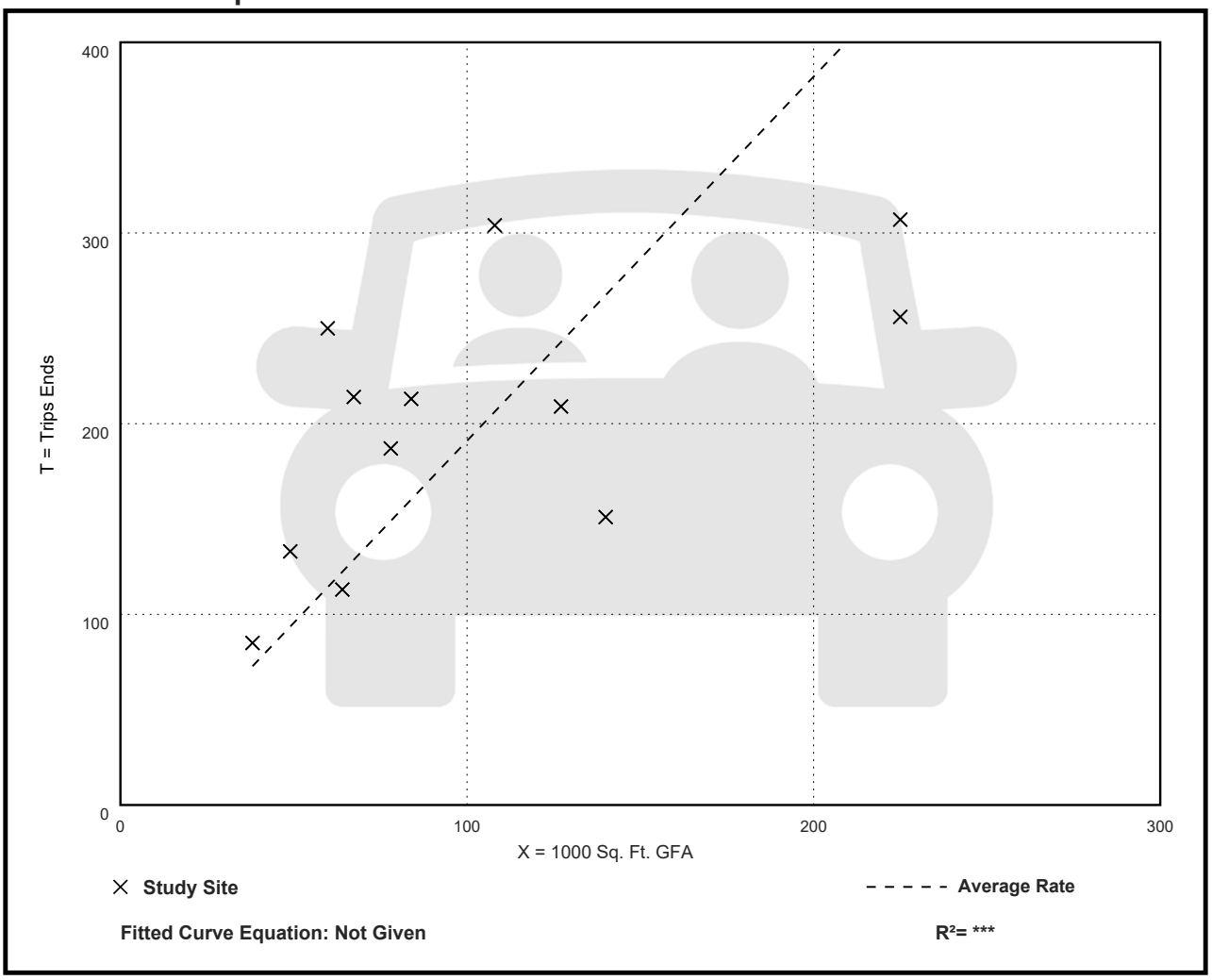
Recreational Community Center
(495)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
Number of Studies: 12
Avg. 1000 Sq. Ft. GFA: 105
Directional Distribution: 66% entering, 34% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
1.91	1.08 - 4.18	0.88

Data Plot and Equation



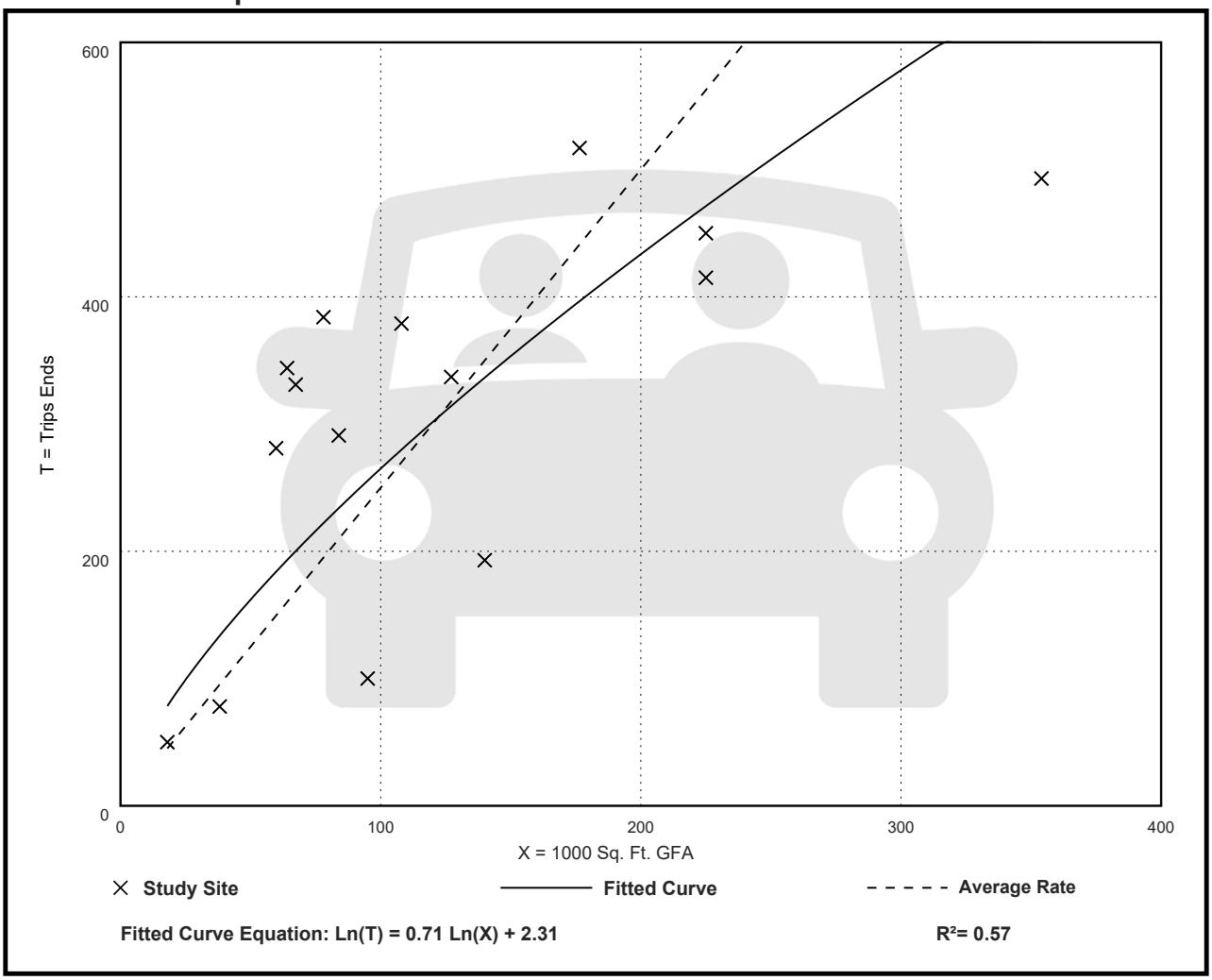
Recreational Community Center
(495)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: General Urban/Suburban
Number of Studies: 15
Avg. 1000 Sq. Ft. GFA: 124
Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
2.50	1.05 - 5.37	1.28

Data Plot and Equation



Fitted Curve Equation: Ln(T) = 0.71 Ln(X) + 2.31

R^2= 0.57

Land Use: 730
Government Office Building

Description

A government office building is an individual building containing either the entire function or simply one agency of a city, county, state, federal, or other governmental unit.

Additional Data

Each study site in the current database serves a municipal or county agency.

The technical appendices provide supporting information on time-of-day distributions for this land use. The appendices can be accessed through either the ITETripGen web app or the trip generation resource page on the ITE website (https://www.ite.org/technical-resources/topics/trip-and-parking-generation/).

The sites were surveyed in the 2000s and the 2010s in Oregon and Texas.

Source Numbers

579, 889

Government Office Building
(730)

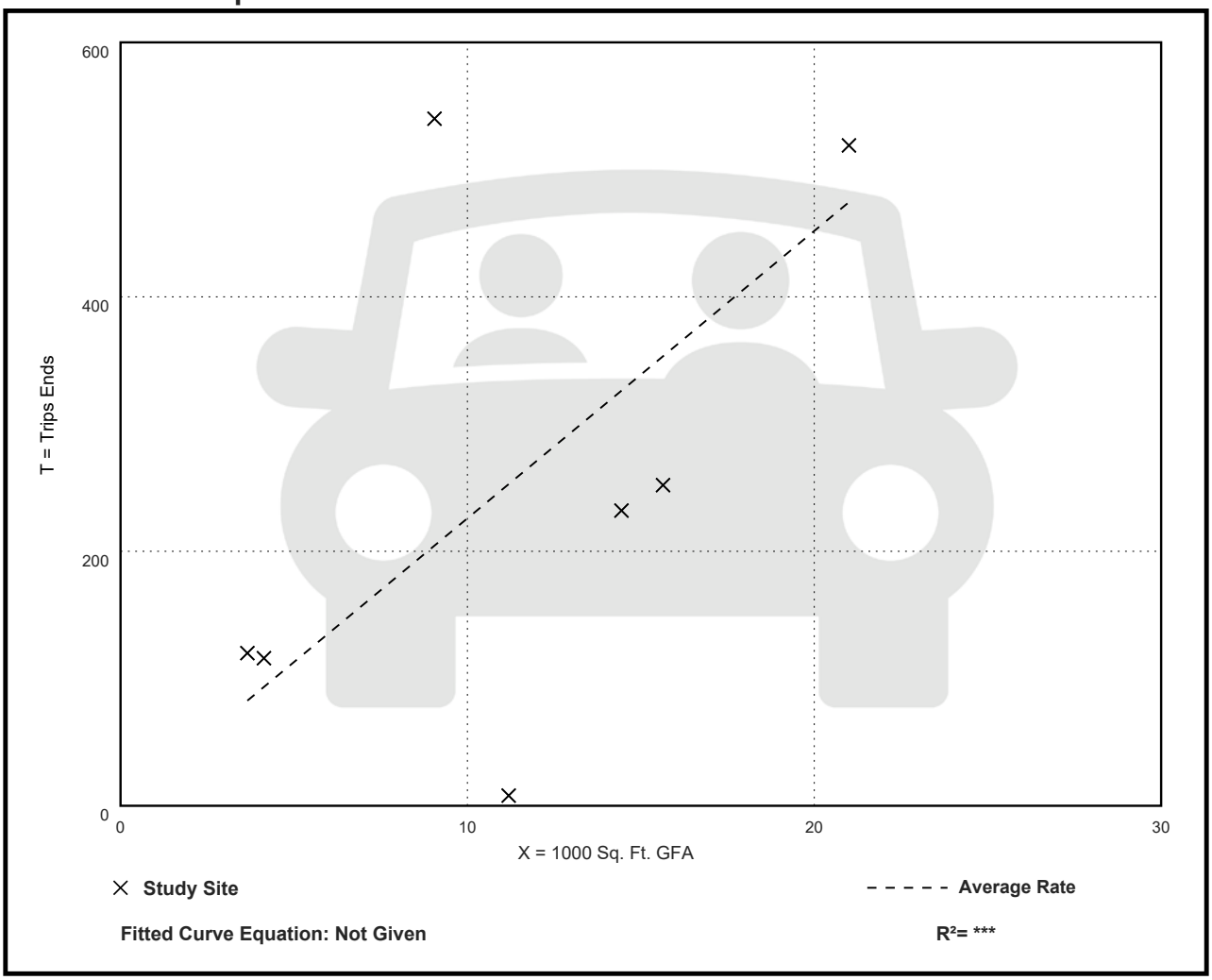
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 7
Avg. 1000 Sq. Ft. GFA: 11
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
22.59	0.71 - 59.66	17.03

Data Plot and Equation



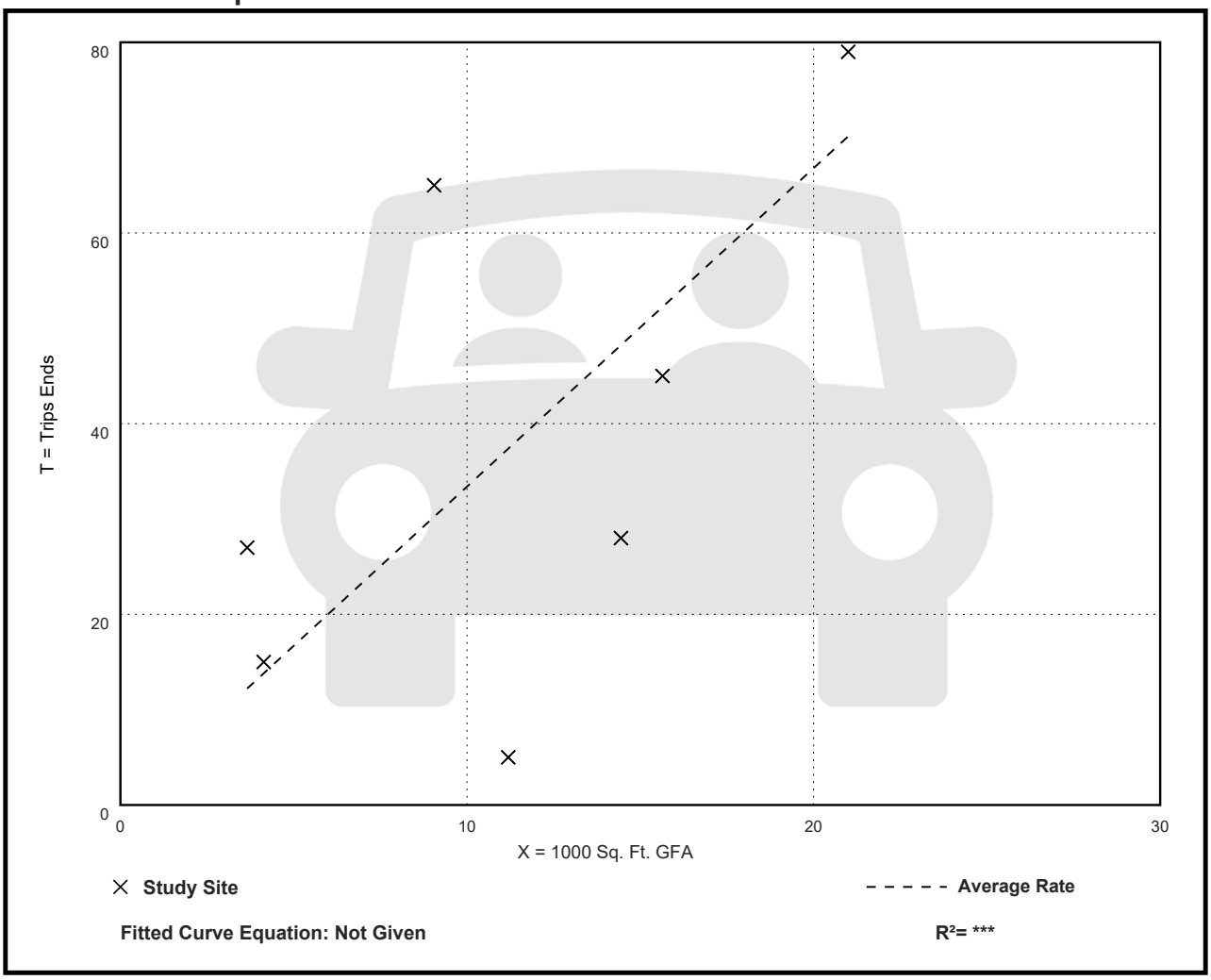
Government Office Building
(730)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
Number of Studies: 7
Avg. 1000 Sq. Ft. GFA: 11
Directional Distribution: 75% entering, 25% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
3.34	0.45 - 7.38	2.18

Data Plot and Equation



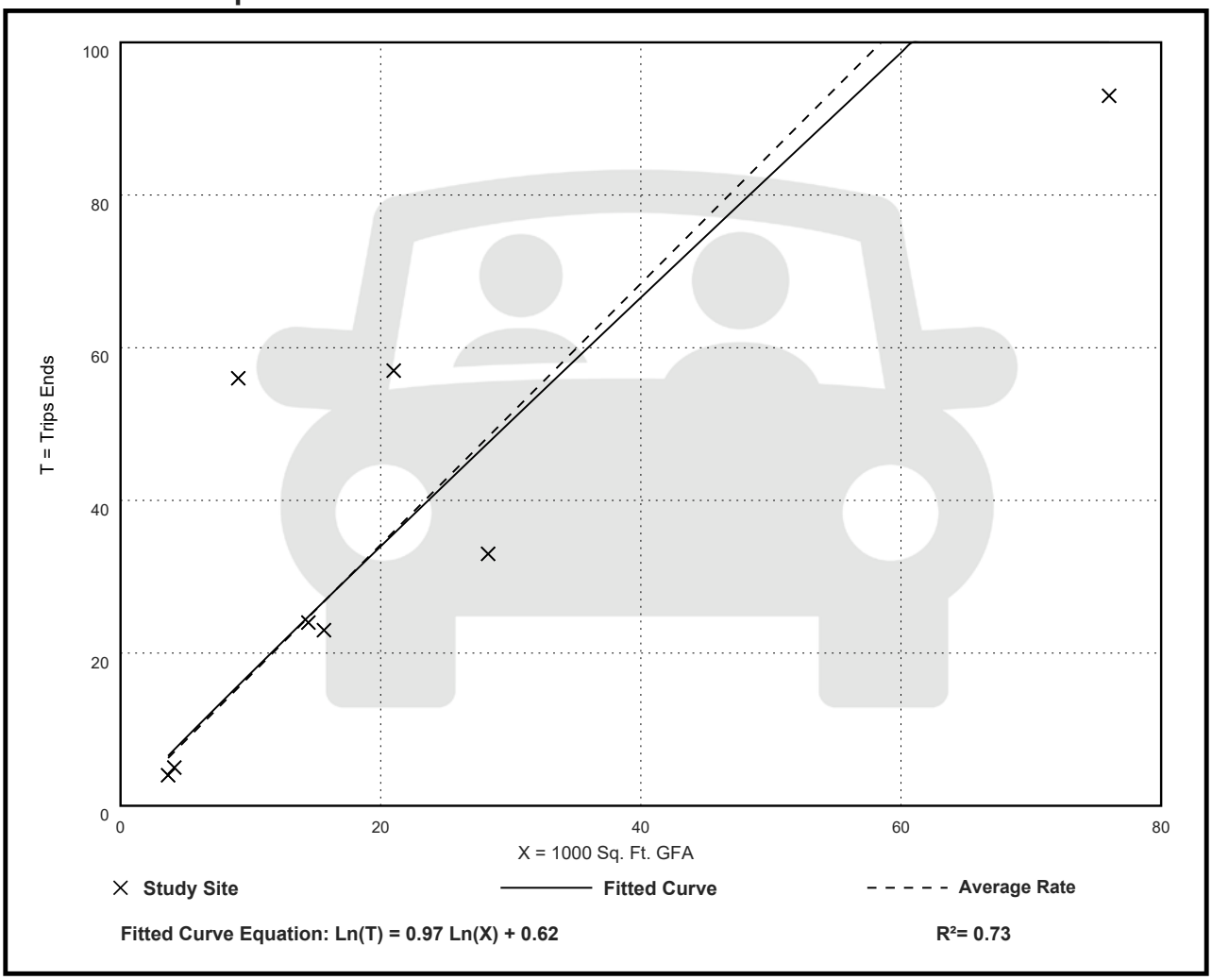
Government Office Building
(730)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: General Urban/Suburban
Number of Studies: 8
Avg. 1000 Sq. Ft. GFA: 22
Directional Distribution: 25% entering, 75% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
1.71	1.09 - 6.19	1.24

Data Plot and Equation



Fitted Curve Equation: Ln(T) = 0.97 Ln(X) + 0.62

R^2= 0.73

Land Use: 150
Warehousing

Description

A warehouse is primarily devoted to the storage of materials, but it may also include office and maintenance areas. High-cube transload and short-term storage warehouse (Land Use 154), high-cube fulfillment center warehouse (Land Use 155), high-cube parcel hub warehouse (Land Use 156), and high-cube cold storage warehouse (Land Use 157) are related uses.

Additional Data

The technical appendices provide supporting information on time-of-day distributions for this land use. The appendices can be accessed through either the ITETripGen web app or the trip generation resource page on the ITE website (https://www.ite.org/technical-resources/topics/trip-and-parking-generation/).

The sites were surveyed in the 1980s, the 1990s, the 2000s, and the 2010s in California, Connecticut, Minnesota, New Jersey, New York, Ohio, Oregon, Pennsylvania, and Texas.

Source Numbers

184, 331, 406, 411, 443, 579, 583, 596, 598, 611, 619, 642, 752, 869, 875, 876, 914, 940, 1050

Warehousing
(150)

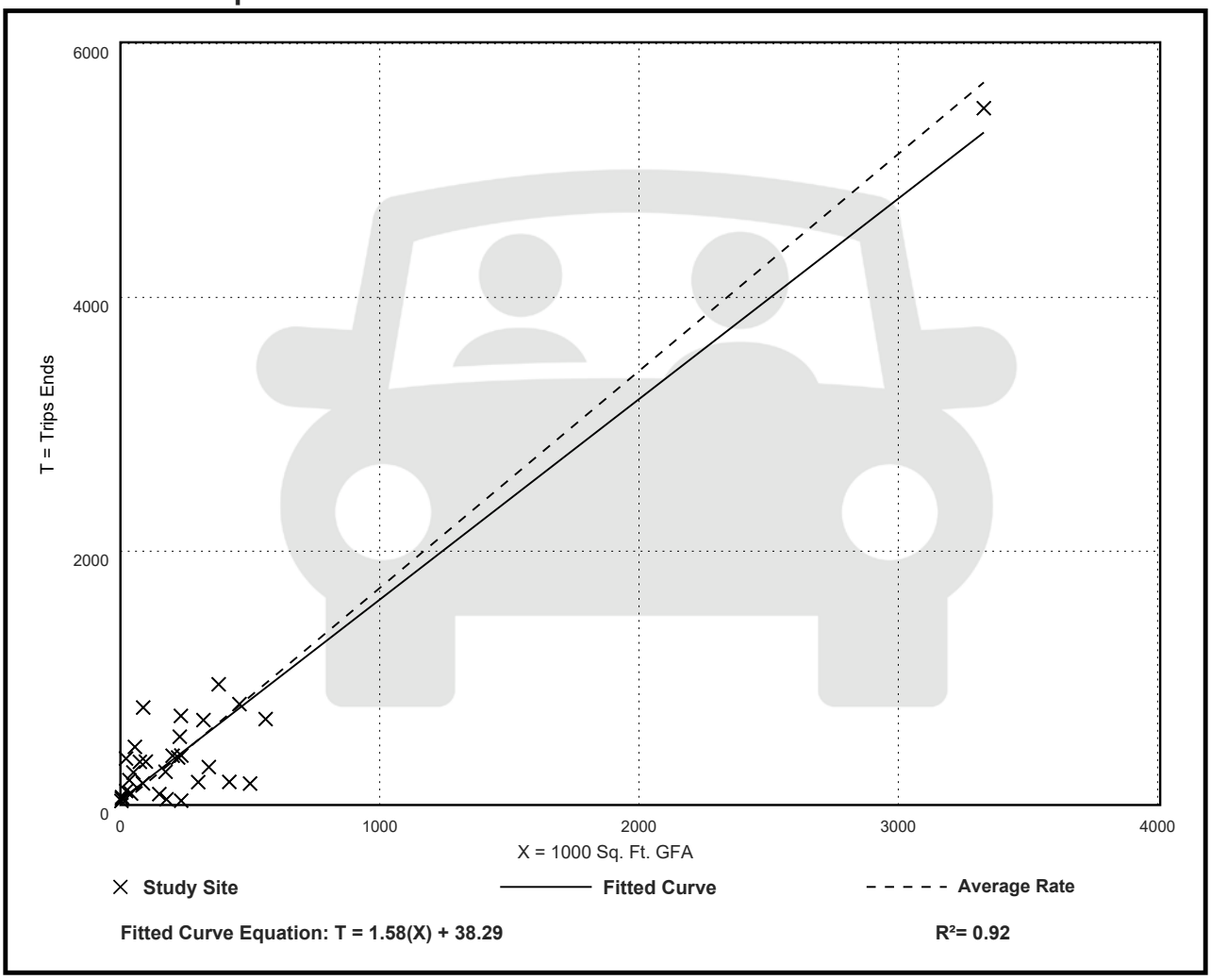
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 31
Avg. 1000 Sq. Ft. GFA: 292
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
1.71	0.15 - 16.93	1.48

Data Plot and Equation



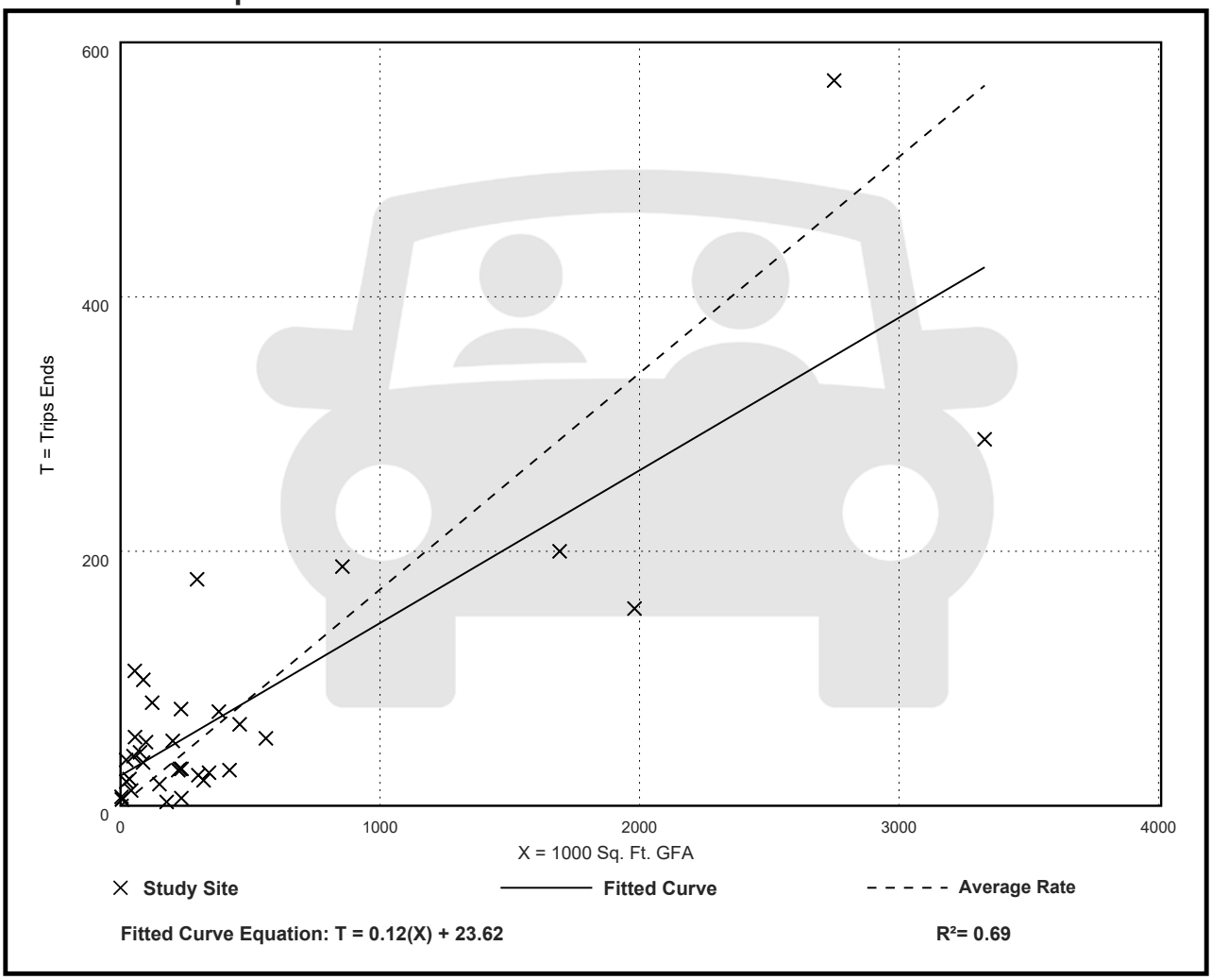
Warehousing
(150)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
Number of Studies: 36
Avg. 1000 Sq. Ft. GFA: 448
Directional Distribution: 77% entering, 23% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.17	0.02 - 1.93	0.19

Data Plot and Equation



Fitted Curve Equation: T = 0.12(X) + 23.62

R^2= 0.69

AGENT AUTHORIZATION FORM

Owner(s) of Record: City of Riviera Beach, Fl. (mailing address: 1481 W 15th St, 2nd floor, Riviera beach, FL 33404)

STATE OF FLORIDA
COUNTY OF PALM BEACH

BEFORE ME, the undersigned authority personally appeared Jonathan Evans

who, being first duly sworn upon oath and personal knowledge say(s) that they are the owner(s) of record of the following described real property:

City of Riviera Beach Police Headquarters

the street address of which is: 1621 BLUE HERON DRIVE, RIVIERA BEACH, FLORIDA

and that we hereby appoint:

Name: Ted Cava (Core Construction).
Address: 1640 Worthington Rd, #405
West Palm Beach, Fl. 33409
Telephone: 941-650-0533

as our authorized agent, to file applications and papers with the City of Riviera Beach, and to represent me (us) at any Hearing regarding my (our) interest.

_____ (Seal)

_____ (Seal)

_____ (Seal)

Sworn to and subscribed before me this 9th day of August, 2024.

Notary Public

TANYA M MCCRAY
Notary Public - State of Florida
Commission # HH 479391
My Comm. Expires May 4, 2028
Bonded through National Notary Assn.

Planning and Zoning Division
600 W. Blue Heron Blvd.
Riviera Beach, FL 33404
Phone: (561) 845-4060
Email: POC@rivierabeach.org

AFFIDAVIT OF MAILED NOTICE

INSTRUCTIONS: To be completed by individual submitting application (property owner, petitioner with consent, or authorized agent).

Application Number and Name: SP-25-0007 & LU-25-0003 New Police HQ

Date(s) of Public Hearing(s): Planning and Zoning Board - May 14, 2026

STATEMENT OF COMPLETENESS AND ACCURACY

In accordance with the requirements of Section 31-4 Public Notification Signs, of the Code of Ordinances of Riviera Beach, Joby L. Balint, hereby certify that Public Notifications, for the above Application Number and Name have been mailed to the property owners within a 300 foot radius of the subject property PCN: 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010 & 56-43-42-29-04-008-0010 as obtained from the Palm Beach County Property Appraiser's Office on, August 27, 2025. The Public Notifications were mailed on, April 28, 2026, which is at least fifteen (15) days prior to the meeting date.

Supportive Documents: Attached hereto is the 300 foot radius map and property ownership list.

Check (X) one: I am the [ ] property owner [ ] agent [X] other Applicant.

Joby L. Balint, AIA, LEED AP BD+C
(Name - type, stamp or print clearly)

(Signature)

PGAL, Inc.
(Name of Firm)

791 Park of Commerce Blvd. Suite 400
Boca Raton, FL 33487
(Address, City, State, Zip)

NOTARY PUBLIC INFORMATION:

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 30th day of April, 2026 by Joby L. Balint. He/she is personally known to me or has produced _____ as identification and did/did not take an oath (circle correct response).
(Name of person acknowledging) (Type of identification)

Megan Gonzalez
(Name - type, stamp or print clearly)

(Signature)

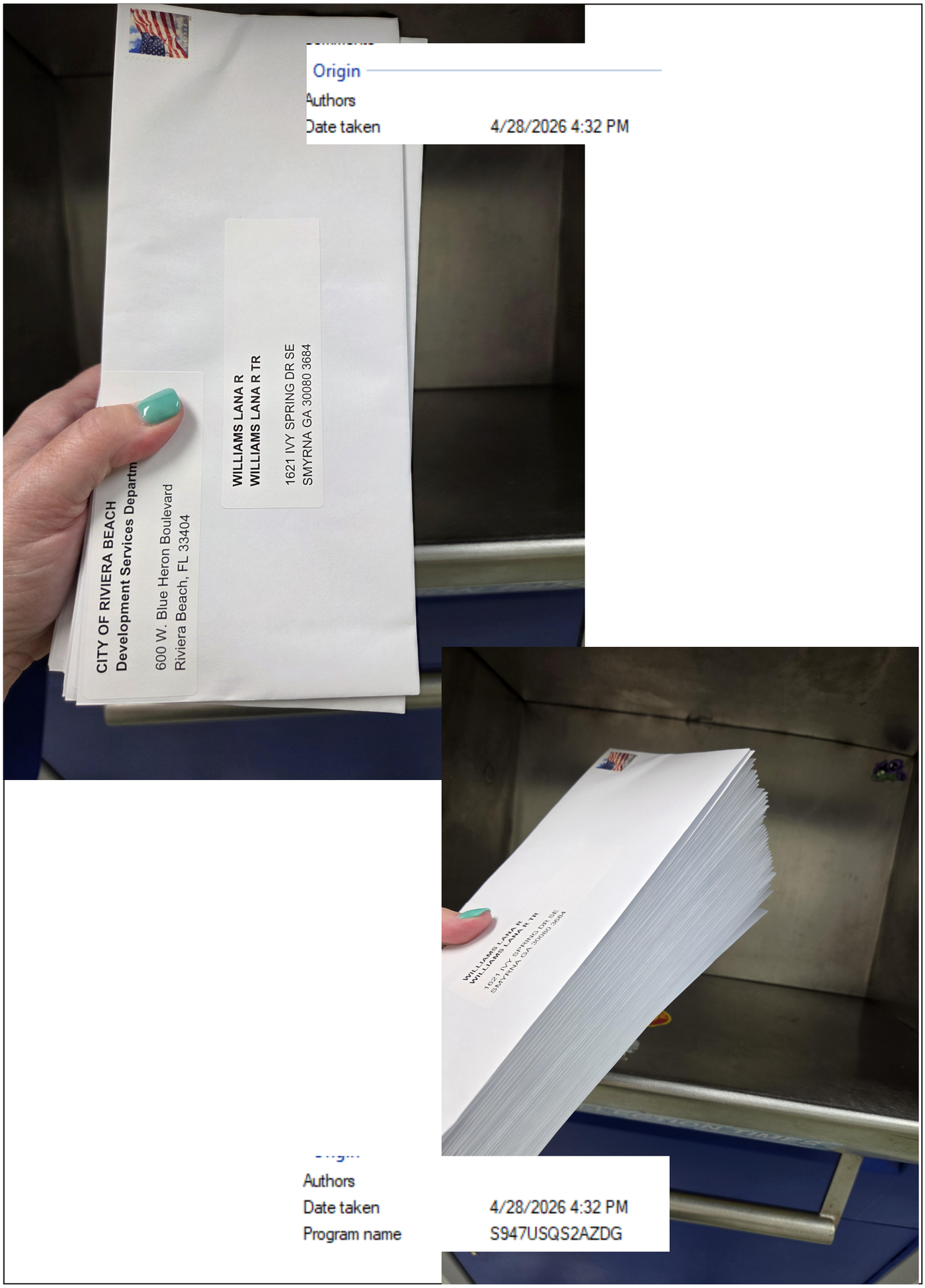
My Commission Expires on: November 21, 2026

MEGAN GONZALEZ
Commission # HH 311582
Expires November 21, 2026

NOTARY'S SEAL OR STAMP

ATTACHMENT A: Photographs of Signs

All posted signs along the subject property are required to be photographed and attached here.



PUBLIC NOTICE MAILING LIST (300' RADIUS)

PROJECT NAME: RIVIERA BEACH POLICE DEPARTMENT
PROJECT LOCATION:1621 WEST BLUE HERON BLVD. RIVIERA BEACH, FL 33404
APPLICANT NAME: PGAL INC.
PUBLIC HEARING DATE: September 17, 2025

NO.	PARCEL NUMBER	LOCATION ADDRESS	OWNER(S)	MAILING ADDRESS
1	56-43-42-30-37-003-0000	1700 W BLUE HERON BLVD	GINKO BILOBA LLC	6250 N MILITARY TRL STE 204 WEST PALM BEACH FL 33407 1407
2	56-43-42-29-04-004-0261	1694 W BLUE HERON BLVD	DUBIQUE JEAN	1694 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
3	56-43-42-29-04-004-0241	1682 W BLUE HERON BLVD	DAVIS NAREAKA L	1682 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
4	56-43-42-29-04-004-0211	1674 W BLUE HERON BLVD	WATTS FAMILY TRUST WATTS HOMER JR TR & WATTS MARY J TR	17860 116TH TER N JUPITER FL 33478 4737
5	56-43-42-29-04-004-0191	1662 W BLUE HERON BLVD	MARTIN SARAI & MARTIN YULISSA M	PO BOX 121273 FORT LAUDERDALE FL 33312 0022
6	56-43-42-29-04-004-0161	1650 W BLUE HERON BLVD	JEAN AVICENE	1650 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
7	56-43-42-29-04-004-0141	1642 W BLUE HERON BLVD	SHAW RHONDA	1642 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
8	56-43-42-29-04-004-0111	1630 W BLUE HERON BLVD	BURRS ERNEST JR & BURRS KELLY	2642 W 28TH ST RIVIERA BEACH FL 33404 1813
9	56-43-42-29-04-004-0090	1622 W BLUE HERON BLVD	GREENE KARTISA L	1622 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
10	56-43-42-29-04-004-0061	2225 AVENUE S	WILLIAMS LARRY	2225 AVENUE S RIVIERA BEACH FL 33404 4030
11	56-43-42-29-04-004-0031	1600 W BLUE HERON BLVD	RENE JEAN R	1600 W BLUE HERON BLVD RIVIERA BEACH FL 33404 4016
12	56-43-42-29-34-000-0110	1683 S 25TH CT	SLYDELL WILLIE J	1683 S 25TH CT RIVIERA BEACH FL 33404 4009
13	56-43-42-29-34-000-0120	1675 S 25TH CT	JENNINGS NETTIE L	1675 S 25TH CT RIVIERA BEACH FL 33404 4009
14	56-43-42-29-34-000-0130	1667 S 25TH CT	VAN HENRY L & LUZETTA TRUST VAN HENRY L TR VAN LUZETTA TR	16331 80TH ST N LOXAHATCHEE FL 33470 3080
15	56-43-42-29-34-000-0140	1655 S 25TH CT	GAYLE CHARLENE E	1655 S 25TH CT RIVIERA BEACH FL 33404 4009
16	56-43-42-29-34-000-0150	1643 S 25TH CT	KEMP MARIA A	1643 S 25TH CT RIVIERA BEACH FL 33404 4009
17	56-43-42-29-04-003-0060	1626 W 23RD ST	CRUZ ANTHONY G	1626 W 23RD ST RIVIERA BEACH FL 33404 4075
18	56-43-42-29-04-003-0040	1606 W 23RD ST	FYR SFR BORROWER LLC	3505 KOGER BLVD STE 400 DULUTH GA 30096 7672
19	56-43-42-29-04-003-0010	2301 AVENUE S 1	MERCURY HARRIS PATRICIA MERCURY JASPER B & MERCURY LOVETT JANICE & MERCURY OWENS JACQUELINE & MERCURY POWERY CAROLYN &	6935 AUSTRALIAN ST JUPITER FL 33458 3847
20	56-43-42-29-04-002-0220	2300 AVENUE S 5	2300 AVENUE S LLC	7495 ATLANTIC AVE STE 200 DELRAY BEACH FL 33446 1393
21	56-43-42-29-04-005-0010	1500 W BLUE HERON BLVD 1	RIVIERA BEACH BH APARTMENTS LLC	6823 S EASTERN AVE STE 101 LAS VEGAS NV 89119 4694
22	56-43-42-29-04-007-0240	1695 W BLUE HERON BLVD	SCHOOL BOARD OF PALM BEACH COUNTY FL PLANNING & INTERGOVERNMENTAL SERVICES	3661 INTRSTE PRK RD N STE 200 RIVIERA BEACH FL 33404 5906
23	56-43-42-30-00-000-5080	1901 AVENUE S	SCHOOL BD OF PALM BEACH COUNTY FL PLANNING & INTERGOVERNMENTAL SVCS	3661 INTSTATE PARK RD N STE 200 RIVIERA BEACH FL 33404 5906
24	56-43-42-29-04-006-0110	1581 W BLUE HERON BLVD	FREITAG MARK J TRUST FREITAG MARK J TR	207 HILLCREST DR DURANGO CO 81301 6516
25	56-43-42-29-04-006-0090	2130 AVENUE S 102	RB 1 REALTY LLC	551 GREENSWARD LN UNIT 3 DELRAY BEACH FL 33445 9006
26	56-43-42-29-04-006-0012	1521 W BLUE HERON BLVD	L A W HOLLYWOOD REALTY 1 LLC	PO BOX 3701 HOLLYWOOD FL 33083 3701
27	56-43-42-29-04-009-0010	2120 AVENUE S	JEHOVAH SHALOM BAPTIST CHURCH INC	1217 CHORUS WAY ROYAL PALM BEACH FL 33411 3116
28	56-43-42-29-04-009-0210	2100 AVENUE S	BULGIN JOSEPH A EST	2100 AVENUE S RIVIERA BEACH FL 33404 5233
29	56-43-42-29-04-009-0251	1569 W 21ST ST	SHITTO KEVIN & SHITTO WANSE	1569 W 21ST ST RIVIERA BEACH FL 33404 5219
30	56-43-42-29-04-009-0280	1564 W 21ST ST	DOWDELL EQUILLA	1564 W 21ST ST RIVIERA BEACH FL 33404 5220
31	56-43-42-29-04-009-0300	1552 W 21ST ST	JOHNSON GENE H	1552 W 21ST ST RIVIERA BEACH FL 33404 5220
32	56-43-42-29-04-010-0180	2024 AVENUE S	KING MICHAEL & KING CHRISTINE L	2024 AVENUE S RIVIERA BEACH FL 33404 5232
33	56-43-42-29-04-010-0201	2016 AVENUE S	CASTRO MESA JUAN J & MONTOYA VICTORIA E	2016 AVENUE S RIVIERA BEACH FL 33404 5232
34	56-43-42-29-04-010-0231	2000 AVENUE S	ROGOWSKI HOLDINGS LLC	26 BYALIK STREET PETACH TIKVA. ISRAEL 49351 ISRAEL
35	56-43-42-29-04-010-0160	1571 W 21ST ST	BRIDGE SOLUTIONS INC	349 SE 3RD ST BELLE GLADE FL 33430 3513
36	56-43-42-29-04-010-0130	1561 W 21ST ST	JAPP LEROY B	1561 W 21ST ST RIVIERA BEACH FL 33404 5219
37	56-43-42-29-04-010-0100	1553 W 21ST ST	SEYMOURE PAULETTE	1553 W 21ST ST RIVIERA BEACH FL 33404 5219
38	56-43-42-29-04-010-0260	1586 W 20TH ST	CARSON INEZ	1586 W 20TH ST RIVIERA BEACH FL 33404 5218
39	56-43-42-29-04-010-0290	1564 W 20TH ST	ARIS JEAN C	1564 W 20TH ST RIVIERA BEACH FL 33404 5218
40	56-43-42-29-04-010-0310	1556 W 20TH ST	WILLIAMS LANA R WILLIAMS LANA R TR	1621 IVY SPRING DR SE SMYRNA GA 30080 3684
41	56-43-42-32-03-000-0010	W 20TH ST	WALKER WILLIAM F	28 DR MARTIN LUTHER KING JR DR NORWALK CT 06854 2706

Development Services Department
Web: www.rivierabch.com
Office: 561-845-4060

Dear Resident,

This notice is to inform you that the **Planning and Zoning Board** public hearing regarding the proposed **new Police Department Headquarters** has been **rescheduled as noted below.** We appreciate your patience and understanding as this process continues.

PUBLIC HEARING NOTICE
PLANNING AND ZONING BOARD
CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA

The Planning and Zoning Board of the City of Riviera Beach, Palm Beach County, Florida will conduct a Public Board Hearing on Thursday, May 14, 2026, at 6:30 PM, or soon thereafter, and from time to time thereafter as necessary, at the Riviera Beach Event Center located at 190 E 13th Street, Riviera Beach, FL 33404, to consider the below Ordinance and Resolution:

NEW POLICE HQ

ORDINANCE NO. 4284

An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date, and for other purposes.

RESOLUTION NO. 90-25

A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Site Plan application (SP-25-0007) submitted by Core and PGAL, Inc. on behalf of the City of Riviera Beach, for the construction of a new Police Department Headquarters generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way, providing for conditions of approval, providing for an effective date, and for other purposes.

Interested parties may appear at the meeting and be heard with respect to the proposed Ordinance and proposed Resolution.

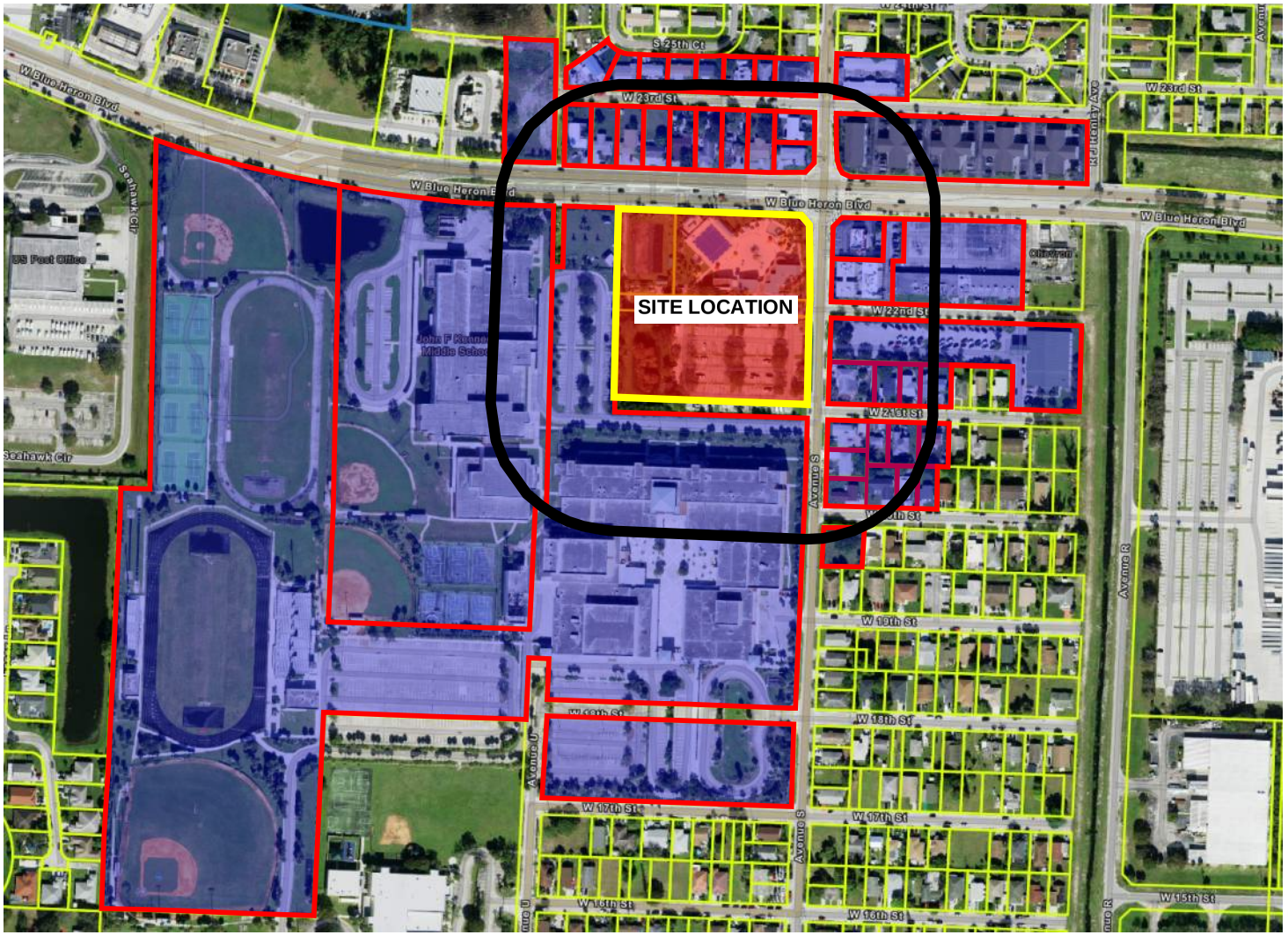
Copies of the proposed Ordinance, Resolution and related background materials are available for inspection at the Development Services Department at 600 W. Blue Heron Blvd., Riviera Beach, FL, between the hours of 8:00 AM and 5:00 PM, Monday through Friday, except holidays.

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Council with respect to any matter considered at the meetings, such interested person, at their own expense, will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.015).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceedings should contact the Clerk's Office at 561-845-4090 no later than 48 hours prior to the proceedings. If hearing impaired, telephone the Florida Relay Services 1-800-955-8771 (TDD) or 1-800-955-8770 (Voice) for assistance.

300-FOOT RADIUS MAP
PROPERTY REQUIRING NOTIFICATION

SITE LOCATION: 1621 WEST BLUE HERON BLVD. RIVIERA BEACH, FL 33404



SITE LOCATION: 300-FOOT BUFFER: PARCELS NOTIFIED:

Subject Property Control Numbers:
56-43-42-29-04-007-0181
56-43-42-29-04-007-0010
56-43-42-29-04-008-0010

LOCATION MAP
Site Plan Application SP-24-0007

Future Land Use Change to Community Facilities

PUBLIC HEARING NOTICE
CITY OF RIVIERA BEACH, FLORIDA

Planning and Zoning Division
600 W. Blue Heron Blvd.
Riviera Beach, FL 33404
Phone: (561) 845-4060
Email: POC@rivierabeach.org

AFFIDAVIT OF INSTALLATION OF NOTIFICATION SIGNS

INSTRUCTIONS: To be completed by individual submitting application (property owner, petitioner with consent, or authorized agent).

Application Number and Name: SP-25-0007 & LU-25-0003 New Police HQ

Date(s) of Public Hearing(s): Planning and Zoning Board May 14, 2026

STATEMENT OF COMPLETENESS AND ACCURACY

In accordance with the requirements of Section 31-4 Public Notification Signs, of the Code of Ordinances of Riviera Beach, Joby Balint (Name of Person), hereby certify that 3 (Number of Signs) Notification Signs, herein called Signs, for the above Application Number and Name have been posted/installed on the subject property under review for said Application located at: 1621 W. Blue Heron Riviera Beach, FL 33404 (and identified by PCN's 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010 & 56-43-42-29-04-008-0010) (Address/ Location of Signs).

The Signs have been produced and meet the specifications of the requirements of the City of Riviera Beach, Zoning Division's Technical Manual. Posting/Installation of the Signs was completed on 4/29/2026 (Date of Posting/ Installation), which was no less than fifteen (15) days prior to the first public hearing listed above. Said signs have been posted in a manner which provides an unobstructed view and which allows for clear reading from the street(s) along W. Blue Heron and Avenue S (Insert Street Names).

I will ensure that the Signs remain on the subject property, until the application has had a Final Development Order by the Hearing Officer, Planning and Zoning Board, or City Council or has been withdrawn by the Applicant. The Signs, in no case, shall remain on the subject property more than five (5) days following the Final Board Action. I understand that any knowingly false, inaccurate, or incomplete information provided by me will result in the denial, revocation, postponement, or administrative withdrawal of this application request.

Supportive Documents: Attached hereto as Attachment "A" is a complete list of all photographs of posted signs along the subject property.

Check (X) one: I am the [ ] property owner [ ] agent [X] other Applicant.

Joby L. Balint, AIA, LEED AP BD+C
(Name - type, stamp or print clearly)

(Signature)

PGAL, Inc.
(Name of Firm)

791 Park of Commerce Blvd. Suite 400
Boca Raton, FL 33487
(Address, City, State, Zip)

NOTARY PUBLIC INFORMATION:

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 30th day of April, 20 26 by Joby L. Balint. He/she is personally known to me or has produced _____ as identification and did/did not take an oath (circle correct response).
(Name of person acknowledging) (Type of identification)

Megan Gonzalez
(Name - type, stamp or print clearly)

(Signature)

My Commission Expires on: November 21, 2026

MEGAN GONZALEZ
Commission # HH 311582
Expires November 21, 2026

NOTARY'S SEAL OR STAMP

ATTACHMENT A: Photographs of Signs

All posted signs along the subject property are required to be photographed and attached here.

USA TODAY CO.

LocaliQ

Order Confirmation

Not an Invoice

Account Number:	731063
Customer Name:	Riviera Beach, City Of
Customer Address:	Riviera Beach, City Of 1481 W 15Th ST Attn: Procurement Dept Riviera Beach FL 33404-5309
Contact Name:	Abbrella Weathers
Contact Phone:	
Contact Email:	AWeathers@rivierabeach.org
PO Number:	ORDINANCE NO. 4284

REVISED

Date:	05/11/2026
Order Number:	12328032
Prepayment Amount:	$ 0.00

Column Count:	1.0000
Line Count:	83.0000
Height in Inches:	6.8700

Print

Product	#Insertions	Start - End	Category
WPB Palm Beach Post	1	05/14/2026 - 05/14/2026	Govt Public Notices
WPB palmbeachpost.com	1	05/14/2026 - 05/14/2026	Govt Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	$258.47
Tax Amount	$0.00
Service Fee 3.99%	$10.31
Cash/Check/ACH Discount	-$10.31
Payment Amount by Cash/Check/ACH	$258.47
Payment Amount by Credit Card	$268.78

Order Confirmation Amount	**$258.47**

Ad Preview

PUBLIC HEARING NOTICE
CITY COUNCIL MEETING
CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA

The City Council of the City of Riviera Beach, Palm Beach County, Florida will conduct a Public Hearing on **June 3, 2026 at 6:00 PM,** or soon thereafter, and from time to time thereafter as necessary, at the Riviera Beach Event Center located at 190 E 13th Street, Riviera Beach, FL 33404, to consider the below Ordinance:

NEW POLICE HEADQUARTERS
ORDINANCE NO. 4284

An Ordinance of the City Council of the City of Riviera Beach, Palm Beach County, Florida, approving a Small Scale Future Land Use Map amendment to change the land use designation from Recreation (REC) to Community Facility (CF), submitted by Core and PGAL, Inc., on behalf of the City of Riviera Beach, for the purpose of constructing a new Police Department Headquarters, generally located at 1621 West Blue Heron Boulevard and identified by Property Control Numbers 56-43-42-29-04-007-0181, 56-43-42-29-04-007-0010, and 56-43-42-29-04-008-0010 along with two (2) abandoned public rights-of-way; providing for an effective date, and for other purposes.

Interested parties may appear at the meeting and be heard with respect to the proposed Ordinance.

Copies of the proposed Ordinance, and related Resolution 90-25 and background materials are available for inspection at the Development Services Department at 600 W. Blue Heron Blvd., Riviera Beach, FL, between the hours of 8:00 AM and 5:00 PM, Monday through Friday, except holidays.

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Council with respect to any matter considered at the meetings, such interested person, at their own expense, will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.015).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceedings should contact the Clerk's Office at 561-845-4090 no later than 48 hours prior to the proceedings. If hearing impaired, telephone the Florida Relay Services 1-800-955-8771 (TDD) or 1-800-955-8770 (Voice) for assistance.

12328032 5/14/26

City of Riviera Beach

To: Honorable Mayor, Chairperson and City Councilmembers

From: LaTonya Ammons, Procurement Director

Through: William Wilkins, Interim City Manager

Subject: **Resolution Number 02-26: A resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing the execution of vacant property registration contract to provide vacant property registration with the top ranked firm, Hera Property Registry, LLC., obtained through a request for qualifications no. 1186-25-4 for an initial three-year period, with an option to renew for two (2) additional one (1) year renewal options, providing that Hera Property Registry, LLC, shall remit fifty percent (50%) of each collected registration fee to the city, and providing an effective date.**

Date: June 03, 2026

CC:

Background:

At the request of the Development Services Department, the Procurement Department issued a Request for Qualifications (RFQ) in accordance with Chapter 16.5 of the City of Riviera Beach Code of Ordinances. The RFQ is seeking a qualified and experienced vendor to provide a web-based system for the identification, registration, and tracking of vacant or defaulted properties, this was advertised on BidNet Direct on September 3, 2025.

As outlined in the solicitation, the selected vendor will be responsible for delivering a web-based system for the identification, registration, and tracking of vacant or defaulted properties across the City.

Proposal Response Summary

The solicitation was distributed to one thousand two hundred forty-eight (**1,248) vendors**, with **two (2)** submittals received by the deadline of **October 3, 2025**. Following a compliance review, the **two (2)** submittals were deemed responsive prior to the evaluation committee meeting:

Proposer	**Responsiveness Determination**
Hera Property Registry, LLC	Responsive
MuniReg Florida, LLC	Responsive

Evaluation Process

An Evaluation Committee convened on **December 8, 2025**, and scored the two responsive submittals using the following criteria:

- Experience/qualification/background/references information
- Project approach/understanding information
- Key personnel and operations information

After reviewing and scoring both submittals, **Hera Property Registry, LLC,** received the highest overall score.

Final Rankings:

Proposer	**Ranking**	**Proposal Score**
Hera Property Registry, LLC	1	93.60
MuniReg Florida, LLC	2	91.20

Recommendation

Based on the evaluation results, the Procurement Department recommends award of the web-based system for the identification, registration, and tracking of vacant or defaulted properties contract to:

- **Hera Property Registry, LLC**

This contract will include services for the City of Riviera Beach. A copy of the selected firm's proposal is attached for reference.

City Goals:

The Citywide Goal is to Enhance Government Stewardship.

Fiscal/Budget Impact:

This is a revenue contract

Recommendation:

Staff recommends a Motion to approve Resolution Number 02-26.

Attachments:

1. Exhibit A Resolution Number 02-26.pdf
2. Exhibit B Contract Signed.pdf
3. Exhibit C Solicitation.pdf
4. Exhibit D Hera Property Registry LLC Proposal.pdf
5. Exhibit E 1186-RFQ-25-4 Scores Sheet.xlsx
6. Exhibit F Responsive Checklist.xlsx
7. Exhibit G Eval Committee Sign in Sheet.pdf

RESOLUTION NUMBER 02-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE EXECUTION OF VACANT PROPERTY REGISTRATION CONTRACT TO PROVIDE VACANT PROPERTY REGISTRATION WITH THE TOP RANKED FIRM, HERA PROPERTY REGISTRY, LLC., OBTAINED THROUGH A REQUEST FOR QUALIFICATIONS NO. 1186-25-4 FOR AN INITIAL THREE-YEAR PERIOD, WITH AN OPTION TO RENEW FOR TWO (2) ADDITIONAL ONE (1) YEAR RENEWAL OPTIONS, PROVIDING THAT HERA PROPERTY REGISTRY, LLC, SHALL REMIT FIFTY PERCENT (50%) OF EACH COLLECTED REGISTRATION FEE TO THE CITY, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Request for Qualifications No. 1186-25-4 was issued to obtain vacant property registration services for the City of Riviera Beach; and

WHEREAS, in accordance with the provisions of the City's Code of Ordinances, RFQ No. 1186-25-4 was publicly advertised on BidNet Direct and the City's website for the provision of vacant property registration services; and

WHEREAS, the solicitation was broadcast to one thousand two hundred forty-seven (1,247) firms, and the Vacant Property Registration Evaluation Committee received and reviewed two (2) responsive responses submitted, in response to the RFQ; and

WHEREAS, the Evaluation Committee convened on December 8, 2025, and evaluated two (2) responsive responses based on the firms experience/qualifications/background/references information, project approach/understanding, and key personnel and operations information; and

WHEREAS, upon completion of the evaluation process, the Evaluation Committee determined Hera Property Registry, LLC., was the highest-ranking respondent to the solicitation; and

WHEREAS, Hera Property Registry, LLC, shall remit 50% of each collected registration fee to the City in consideration of the services provided no later than the fifteenth (15^{th}) day of the month following the month in which the registration occurred.

Now, therefore, be it resolved by the City Council of the City of Riviera Beach, Palm Beach County, Florida, as follows:

Section 1. The City Council hereby awards Request for Qualifications (RFQ) 1186-25-4 to Hera Property Registry, LLC., to provide vacant property registration for an initial term of three (3) years with an option to renew for two (2) additional one (1) year renewal periods.

Section 2. The City Council hereby authorizes the Chief Financial Officer to receive payment for such services in accordance with the term of the contract.

Section 3. The City Council hereby authorizes the City Manager and City Clerk to execute the vacant property registration Contract in the form and substance similar to that attached hereto as Exhibit A.

Section 4. One (1) fully executed original shall be retained by the City Clerk for public record.

Section 5. This Resolution shall take effect immediately upon its passage and approval by the City Council.

Passed and Adopted this ____ day of _____, 2026

APPROVED:

_____
Douglas Lawson, Mayor

ATTEST:

_____
Debrah Hall
City Clerk
Certified Municipal Clerk

MOTIONED BY: _____

SECONDED BY: _____

B. GUYTON: _____

K. MILLER-ANDERSON: _____

S. LANIER: _____

G. SPIRITIS: _____

F. DAVIS-PANIER: _____

REVIEWED AS TO LEGAL SUFFICIENCY

_____
DAWN S. WYNN, CITY ATTORNEY

DATE: _____

EXHIBIT "A"
SCOPE OF WORK

The City of Riviera Beach ("City") is accepting qualifications from qualified, experienced, knowledgeable, and responsible firms or

independent contractors to provide a web-based system for the identification, registration and tracking of vacant or defaulted properties in accordance with the terms, conditions, and specifications contained in this Request for Qualifications (RFQ). The City may award one contract under this solicitation based upon the ranking of the firm's qualifications by the City's Procurement Division or appointed selection committee members.

The vendor will provide qualified expertise and experience in developing, implementing and maintaining a web-based system for the registration and tracking of properties falling under the requirements for registration according to the provisions of the City of Riviera Beach Ordinance No. 4024. Services to be provided will include, but not be limited to the following:

1. Vendor shall pay for all expenses related to registration of all foreclosed property, and all administrative costs and fees related thereto.

2. Vendor shall meet all applicable City website link terms/conditions and all applicable (City IT) Information Technology Department security, and anti-viral requirements.

3. Vendor shall provide the means for the electronic registration of foreclosed properties within the City. Vendor agrees to provide a website for the registration of each foreclosed property to facilitate compliance with the Ordinance. Vendor shall provide City IT with a hyperlink to direct registrants to www.vacantregistry.com. The website at www.vacantregistry.com will enable mortgagees and/or responsible parties to register property to comply with the requirements of said Ordinance.

4. Develop or acquire and maintain a web-based electronic database of searchable property records and provide all required services necessary to implement the real property registry, which allows all mortgage holders the opportunity to go on-line and register fee collection requirements.

5. Identify real properties within the City of Riviera Beach, as well as mortgagees that hold a mortgage on real property and have declared that mortgage to be in default. Additionally, provide tracking of occupancy status for properties required to register. Identify the kind of real property (e.g. mobile home, residential, commercial, investment, etc.) being registered.

6. Notify mortgage holder of its requirement to register properties, identity information required to complete registry, across to the registry system, select and identify the local property manager and any other information necessary by the mortgage holder to complete the registry of the property.

7. Vendor shall proactively contact those mortgagees that file a public notice of default, lis pendens, foreclosure action, and/or take title to real property via foreclosure or any other legal means, and will provide copies of the Ordinance 4024, as well as information regarding the website for electronic registration as set forth herein.

8. Train with and provide support to the individual representing the mortgagee to register the required information electronically. 9. Provide the City free training and access to the web-based electronic registry system and reporting tools.

10. Provide any necessary reporting of registry data to the City and provide system access for the City to create and generate reports via the internet.

11. Provide the financial accounting of property registrations, identifying those that are in compliance with the ordinance, as well as those that have not or are not meeting their financial obligations.

12. Provide the City with annual audit financials and other requested materials upon request.

13. Vendor shall investigate, track and report all changes of information in status, take corrective measures and update property status of all foreclosed property electronically registered and in compliance with applicable City Ordinance 4024 on a monthly basis at a minimum. Maintain and ensure accurate, up-to-date data at all times.

14. Vendor shall be required to collect the $200 annual registration fee on behalf of the City and pay the City the Page 10 of 28 agreed upon Fee Percentage per registration.

Payment: The City agrees to compensate the Vendor a fee of One Hundred dollars ($100) per registration to register all properties required to comply with Ordinance 4024 (“Registration Fee”) or 50% of the Registration Fee set forth in the Ordinance (4024) adopted by City Council. Vendor shall remit 50% of each collected Registration Fee to the City in consideration of the services provided. Vendor shall forward payment of the City’s portion of the Registration Fee to the City Finance department no later than the 15th day of the following

month during the term of the Agreement. The Fee Percentage to Vendor shall be the only compensation to the Vendor. Fee percentage to the vendor shall be inclusive of all costs to provide services inclusive the personnel, maintenance, repairs, overhead, profit, travel, insurance, etc. and any other cost associated with providing services, equipment and personnel.

PROFESSIONAL SERVICES CONTRACT

This Contract is made as of this _____day of _____, 202_, by and between the City of Riviera Beach, a municipal corporation existing under the laws of the State of Florida, whose address is 600 West Blue Heron Blvd., Riviera Beach, FL 33404, by and through its City Council, hereinafter referred to as the CITY, and **HERA PROPERTY REGISTRY, LLC,** a corporation authorized to do business in the State of Florida, and mailing address **1917 SOUTH HARBOR CITY BLVD., MELBOURNE, FL 32901** hereinafter referred to as the CONTRACTOR, whose Federal I.D. number is **93-1395066**.

In consideration of the mutual promises contained herein, the CITY and the CONTRACTOR agree as follows:

ARTICLE 1 - SERVICES

The CONTRACTOR's responsibility under this Contract is to provide a web-based system, as more specified in the Scope of Services detailed in Exhibit "A".

The CITY's representative/liaison during the performance of this Contract shall be Clarence Sirmons, Director of Development Services, who may be contacted at (561) 845-4062, or via email at csirmons@rivierabeach.org, and CONTRACTOR's contact shall be Clifford J. Johnson, CEO, who may be contacted at (321) 234-5303, or via email at cjohnson@heraregistry.com.

ARTICLE 2 – SCHEDULE

The CONTRACTOR shall commence services on _____, and complete all services by _____.

The CITY reserves the right to renew this contract for an additional two (2), one (1) year renewal periods if determined in the best interest of the CITY. Notification of intent to renew will be sent in advance of expiration date of this contract.

ARTICLE 3 - PAYMENTS TO CITY

A. The CONTRACTOR shall remit to the CITY a payment of One Hundred Dollars ($100.00) for each vacant property registration, in compliance with City Ordinance No. 4024. The CONTRACTOR shall forward the CITY's portion of the registration fee to the City Finance and Administrative Services Department no later than the fifteenth (15th) day of the month following the month in which the registration occurred, throughout the term of this Agreement.

B. Payments to the CITY shall be sent to:

CITY OF RIVIERA BEACH FINANCE DEPARTMENT
600 WEST BLUE HERON BLVD.
RIVIERA BEACH, FL. 33404

ARTICLE 4 - TRUTH-IN NEGOTIATION CERTIFICATE

Signature of this Contract by the CONTRACTOR shall also act as the execution of a truth-in- negotiation certificate certifying that the wage rates, over-head charges, and other costs used to determine the compensation provided for in this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged to the CONTRACTOR's most favored customer for the same or substantially similar service.

The said rates and costs shall be adjusted to exclude any significant sums should the CITY determine that the rates and costs were increased due to inaccurate, incomplete or noncurrent wage rates or due to inaccurate representations of fees paid to outside consultants. The CITY shall exercise its right under this Article within three (3) years following final payment.

ARTICLE 5 – TERMINATION

This Contract may be terminated by the CONTRACTOR upon thirty (30) days prior written notice to the CITY's representative in the event of substantial failure by the CITY to perform in accordance with the terms of this Contract through no fault of the CONTRACTOR; provided the CITY fails to cure same within that thirty (30) day period. It may also be terminated, in whole or in part, by the CITY, with or without cause, immediately upon written notice to the CONTRACTOR. Unless the CONTRACTOR is in breach of this Contract, the CONTRACTOR shall be paid for services rendered to the CITY's satisfaction through the date of termination. After receipt of a Termination Notice and except as otherwise directed by the CITY, the CONTRACTOR shall:

A. Stop work on the date and to the extent specified.

B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.

C. Transfer all work in progress, completed work, and other materials related to the terminated work to the CITY.

D. Continue and complete all parts of the work that have not been terminated.

ARTICLE 6 - PERSONNEL

The CONTRACTOR represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the CITY.

All of the services required hereunder shall be performed by the CONTRACTOR or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

The CONTRACTOR warrants that all services shall be performed by skilled properly licensed and competent personnel to the highest professional standards in their respective field(s).

The CONTRACTOR agrees that it is fully responsible to the CITY for the negligent acts and omissions of subcontractors, sub consultants, and of persons either directly or indirectly employed by the CONTRACTOR (hereinafter "subcontractor" or "subcontractors"). Nothing contained herein shall create any contractual relationship between any subcontractor and the CITY.

All of the CONTRACTOR's personnel and all of the CONTRACTOR's subcontractors will comply with all CITY requirements governing conduct, safety, and security while on or utilizing CITY premises/property.

ARTICLE 7 - SUBCONTRACTING

The CITY reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractor in order to make a determination as to the capability of the subcontractor to perform properly under this Contract.

If a subcontractor fails to perform or make progress, as required by this Contract, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the CONTRACTOR shall promptly do so, subject to acceptance of the new subcontractor by the CITY.

If subcontractor(s) are used, the CONTRACTOR shall use only licensed and insured subcontractor(s), and shall require any subcontractor, as may be applicable, to provide a payment bond. All subcontractors shall be required to promptly make payments to any person who, directly or indirectly, provides services or supplies under this Contract.

The CONTRACTOR shall be responsible for the performance of all subcontractors.

ARTICLE 8 – SBE PARTICIPATION

The City's Procurement Ordinance has a Small Business Enterprises (SBE) participation component which may apply to this Contract. If it is determined by CITY staff that it applies, the CONTRACTOR agrees to abide by the provisions of the SBE section of the procurement code. The CONTRACTOR further agrees to maintain all relevant records and information necessary to document compliance with the Ordinance and agrees to allow the CITY to inspect such records and provide such records to the CITY upon request.

ARTICLE 9 - FEDERAL AND STATE TAX

The CITY is exempt from payment of Florida State Sales and Use Tax. The CITY will sign an exemption certificate submitted by the CONTRACTOR. The CONTRACTOR shall not be exempted from paying sales tax to its suppliers for materials used to fill contractual obligations with the CITY, nor is the CONTRACTOR authorized to use the CITY's Tax Exemption Number in securing such materials.

The CONTRACTOR shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes, and benefits with respect to this Contract.

ARTICLE 10 - AVAILABILITY OF FUNDS

The CITY's performance and obligation to pay under this Contract is contingent upon annual appropriations being made by the City of Riviera Beach City Council.

ARTICLE 11 - INSURANCE

A. Prior to execution of this Contract by the CITY, the CONTRACTOR shall provide certificates evidencing insurance coverage as required hereunder. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Certificates shall clearly indicate that the CONTRACTOR has obtained insurance of the type, amount, and classification as required for strict compliance with this Article and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the CITY's representative. Compliance with the foregoing requirements shall not relieve the CONTRACTOR of its liability and obligations under this Contract.

B. The CONTRACTOR shall maintain during the term of this Contract, standard Professional Liability Insurance in the minimum amount of $1,000,000.00 per occurrence and $1,000,000.00 aggregate.

C. The CONTRACTOR shall maintain, during the life of this Contract, commercial general liability, including contractual liability insurance in the amount of $1,000,000.00 per occurrence, $3,000,000.00 annual aggregate to protect the CONTRACTOR from claims for damages for bodily and personal injury, advertising injury including wrongful death, as well as $1,000,000.00 per occurrence from claims of property damages, $2,000,000.00 products and completed operations coverage which may arise from any operations under this Contract, whether such operations be by the CONTRACTOR or by anyone directly or indirectly employed by or contracting with the CONTRACTOR.

D. The CONTRACTOR shall maintain, during the life of this Contract, comprehensive automobile liability insurance in the minimum amount of $1,000,000.00 combined single limit for bodily injury and property damages liability to protect the CONTRACTOR from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use, or maintenance of owned and non-owned automobiles, including, but not limited to, leased and rented automobiles whether such operations be by the CONTRACTOR or by anyone, directly or indirectly, employed by the CONTRACTOR.

E. The parties to this Contract shall carry Workers' Compensation Insurance and Employer's Liability Insurance in the amount of $1,000,000.00 for all employees as required by Florida Statutes. In the event that a party does not carry Workers' Compensation Insurance and chooses not to obtain same, such party shall then, in accordance with Section 440.05, Florida Statutes, apply for and obtain an exemption authorized by the Department of Insurance and shall provide a copy of such exemption to the CITY.

F. The CONTRACTOR shall maintain, during the life of this Contract, cyber liability coverage, in the minimum amount of $1,000,000.00 per claim arising out of this Contract.

G. All insurance, other than Professional Liability and Workers' Compensation, to be maintained by the CONTRACTOR shall specifically include the CITY as an "Additional Insured."

ARTICLE 12 - INDEMNIFICATION

To the extent allowed by Florida law, the CONTRACTOR shall indemnify and hold harmless the CITY, its agents, officers, and employees from and against any and all claims, liabilities, losses, costs, and/or causes of action which may arise from any negligent act, recklessness, or intentional wrongful conduct of the CONTRACTOR, its agents, officers, or employees in the performance of services under this Contract.

The CONTRACTOR further agrees to indemnify and hold harmless the CITY, its agents, officers, and employees from and against any claim, demand or cause of action of whatsoever kind or nature arising out of any conduct or misconduct of the CONTRACTOR not included in the paragraph above and for which the CITY, its agents, officers or employees are alleged to be liable.

The CONTRACTOR shall pay all claims, losses, liens, fines, settlements or judgments of any nature whatsoever in connection with the foregoing indemnifications including, but not limited to, all costs, expert witness fees, reasonable attorney's fees, and court and/or arbitration costs. These indemnifications shall survive the term of this Contract or any renewal thereof.

Nothing contained in this Article shall be construed or interpreted as consent by the CITY to be sued, nor as a waiver of sovereign immunity beyond the waiver provided in Section 768.28, Florida Statutes.

ARTICLE 13 - SUCCESSORS AND ASSIGNS

The CITY and the CONTRACTOR each binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the CITY nor the CONTRACTOR shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the CITY which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the CITY and the CONTRACTOR.

ARTICLE 14 - VENUE

This Contract and any dispute, disagreement, or issue of construction or interpretation arising hereunder whether relating to its execution, its validity, the obligations provided therein, performance or breach shall be governed and interpreted according to laws of the State of Florida. Venue for any and all legal action necessary to enforce the Contract will be held within Palm Beach County.

ARTICLE 15 - REMEDIES

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

ARTICLE 16 - CONFLICT OF INTEREST

The CONTRACTOR represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder, as provided for in Section 112.311, Florida Statutes. The CONTRACTOR further represents that no person having any such conflicting interest shall be employed for said performance.

The CONTRACTOR shall promptly notify the CITY's representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest or other circumstance, which may influence or appear to influence the CONTRACTOR's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the CONTRACTOR may undertake and request an opinion of the CITY as to whether the association, interest or circumstance would, in the opinion of the CITY, constitute a conflict of interest if entered into by the CONTRACTOR. The CITY agrees to notify the CONTRACTOR of its opinion by certified mail within thirty (30) days of receipt of notification by the CONTRACTOR. If, in the opinion of the CITY, the prospective business association, interest or circumstance would not constitute a conflict of interest by the CONTRACTOR, the CITY shall so state in the notification and the CONTRACTOR shall, at its option, enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the CITY by the CONTRACTOR under the terms of this Contract.

Further, please be advised, in accordance with Section 112.313, Florida Statutes, and pertinent Opinions of the Florida Commission on Ethics, that if you or certain representatives of your company are a member of a city board, including an advisory board, you may be ineligible to enter into a contract/agreement with the CITY. If you are a member of a city board, including an advisory board, prior to executing this contract, please contact the Florida Commission on Ethics at (850) 488-7864 to secure an informal advisory opinion regarding your eligibility to enter into this contract.

ARTICLE 17 – DELAYS AND EXTENSION OF TIME

The CONTRACTOR shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of the CONTRACTOR or its subcontractors and without their fault or negligence. Such causes include, but are not limited to: acts of God; natural or public health emergencies; labor disputes; freight embargoes; pandemics; epidemics; and abnormally severe and unusual weather conditions.

Upon the CONTRACTOR's request, the CITY shall consider the facts and extent of any failure to perform the work and, if the CONTRACTOR's failure to perform was without it or its subcontractors' fault or negligence the Contract Schedule and/or any other affected provision of this Contract shall be revised accordingly; subject to the CITY's rights to change, terminate, or stop any or all of the work at any time as set forth herein.

If the CONTRACTOR is delayed at any time in the process of the work by any act or neglect of the CITY or its employees, or by any other consultant employed by the CITY, or by changes ordered by the CITY or in an unusual delay in transportation, unavoidable casualties, or any causes beyond the CONTRACTOR's control, or by delay authorized by the CITY pending negotiation or by any cause which the CITY shall decide justifies the delay, then the time of completion shall be extended for any reasonable

time the CITY may decide. No extension shall be made for delay occurring more than seven (7) days before claim therefore is made in writing to the CITY. In the case of continuing cause of delay, only one (1) claim is necessary.

This Article does not exclude the recovery of damages for delay by either party under other provisions in the Contract.

ARTICLE 18 - INDEBTEDNESS

The CONTRACTOR shall not pledge the CITY's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness. The CONTRACTOR further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

ARTICLE 19 - DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The CONTRACTOR shall deliver to the CITY's representative for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the CITY under this Contract.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the CITY or at its expense will be kept confidential by the CONTRACTOR and will not be disclosed to any other party, directly or indirectly, without the CITY's prior written consent unless required by a lawful order. All drawings, maps, sketches, programs, data base, reports or similar and other data developed, or purchased, under this Contract for or at the CITY's expense shall be and remain the CITY's property and may be reproduced and reused at the discretion of the CITY.

All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated hereby.

The CONTRACTOR shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the CITY as provided under Section 119.011(2), Florida Statutes, specifically agrees to:

a. Keep and maintain public records required by the CITY to perform the service.

b. Upon request from the CITY's custodian of public records or designee, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Contract and following completion of this Contract if the CONTRACTOR does not transfer the records to the City.

d. Upon completion of this Contract, transfer, at no cost, to the CITY all public records in possession of the CONTRACTOR or keep and maintain public records required by the CITY to perform the service. If the CONTRACTOR transfers all public records to the CITY upon completion of the Contract, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon completion of the Contract, the CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the CITY's custodian of public records or designee, in a format that is compatible with the information technology systems of the CITY.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE CITY CLERK'S OFFICE, CITY OF RIVIERA BEACH, 600 WEST BLUE HERON BLVD., RIVIERA BEACH, FL. 33404, BY EMAIL AT CITYCLERK@RIVIERABEACH.ORG OR BY TELEPHONE 561-845-4090.

ARTICLE 20 - INDEPENDENT CONTRACTOR RELATIONSHIP

The CONTRACTOR is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the CITY. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the CONTRACTOR's sole direction, supervision, and control. The CONTRACTOR shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the CONTRACTOR's relationship and the relationship of its employees to the CITY shall be that of an Independent Contractor and not as employees or agents of the CITY.

The CONTRACTOR does not have the power or authority to bind the CITY in any promise, agreement or representation other than as specifically provided for in this Contract.

ARTICLE 21 - CONTINGENT FEES

The CONTRACTOR warrants that has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONTRACTOR, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract.

ARTICLE 22 - ACCESS AND AUDITS

The CONTRACTOR shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least three (3) years after completion of this Contract. The CITY shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the CONTRACTOR's place of business.

ARTICLE 23 – COMMERCIAL NONDISCRIMINATION

The CONTRACTOR represents and warrants that it will comply with the City of Riviera Beach's Commercial Nondiscrimination Policy as described in Ordinance No. 4180 (Chapter 16.5, Division 4), as amended. As part of such compliance, the CONTRACTOR shall not discriminate on the basis of race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity or expression, disability, or genetic information in the solicitation, selection, hiring or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall the CONTRACTOR retaliate against any person for reporting instances of such discrimination. The CONTRACTOR shall provide equal opportunity for subcontractors, sub-consultants, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the City's relevant marketplace. The CONTRACTOR understands and agrees that a material violation of this clause shall be considered a material breach of contract and may result in termination of the contract, disqualification or debarment of the Vendor from participating in County contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

ARTICLE 24 - ENFORCEMENT COSTS

All parties shall be responsible for their own attorney's fees, court costs and expenses if any legal action or other proceeding is brought for any dispute, disagreement, or issue of construction or interpretation arising hereunder whether relating to the Contract's execution, validity, the obligations provided therein, or performance of this Contract, or because of an alleged breach, default or misrepresentation in connection with any provisions of this Contract.

ARTICLE 25 - AUTHORITY TO PRACTICE

The CONTRACTOR hereby represents and warrants that it has and will continue to maintain all licenses and approvals which are legally required to conduct its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the CITY upon request.

The CONTRACTOR shall be solely responsible for obtaining and complying with all necessary permits, licenses, approvals and authorizations required for any work done pursuant to this Contract from any federal, state, regional, county or city agency.

ARTICLE 26 - SEVERABILITY

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Contract, or the application of such terms or provisions, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 27 - PUBLIC ENTITY CRIMES

As provided in Section 287.132-133, Florida Statutes by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the date hereof. This notice is required by Section 287.133(3)(a), Florida Statutes.

ARTICLE 28 - MODIFICATIONS OF WORK

The CITY reserves the right to make changes in the Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the CONTRACTOR of the CITY's notification of a contemplated change, the CONTRACTOR shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change, (2) notify the CITY of any estimated change in the completion date, and (3) advise the CITY if the contemplated change shall affect the CONTRACTOR'S ability to meet the completion dates or schedules of this Contract.

If the CITY so instructs in writing, the CONTRACTOR shall suspend work on that portion of the Scope of Work affected by the contemplated change, pending the CITY's decision to proceed with the change.

If the CITY elects to make changes, the CITY shall initiate a Contract Amendment and the CONTRACTOR shall not commence work on any such change until such written amendment is signed by the CONTRACTOR and approved by the CITY COUNCIL FOR THE CITY OF RIVIERA BEACH or its designated representative.

ARTICLE 29 - NOTICE

All notices required in this Contract shall be sent by certified mail, return receipt requested, and also via email. If sent to the CITY shall be mailed to:

CITY OF RIVIERA BEACH
ATTN: Procurement Director
1481 WEST 15TH STREET
RIVIERA BEACH, FL 33404

If sent to the CONTRACTOR shall be mailed to:

HERA PROPERTY REGISTRY, LLC
ATTN: Clifford J. Johnson, CEO
1917 SOUTH HARBOR CITY BLVD.
MELBOURNE, FL 32901

ARTICLE 30 - ENTIRETY OF CONTRACTUAL AGREEMENT

The CITY and the CONTRACTOR agree that this Contract and any attachments hereto or other documents as referenced in the Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and

conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article 28 - Modifications of Work.

ARTICLE 31 – PROTECTION OF WORK AND PROPERTY

If applicable, the CONTRACTOR shall continuously maintain adequate protection of all work from damage, and shall protect the CITY's property from injury or loss arising in connection with the Contract. Except for any such damage, injury, or loss, except that which may be directly due to errors caused by the CITY or employees of the CITY, the CONTRACTOR shall provide any necessary materials to maintain such protection.

ARTICLE 32 – TIME

Time is of the essence in all respects under this Contract. The CITY and CONTRACTOR shall work in an expeditious manner to complete this contract.

ARTICLE 33 - TERMINOLOGY AND CAPTIONS

All pronouns, singular, plural, masculine, feminine or neuter, shall mean and include the person, entity, firm or corporation to which they relate as the context may require. Wherever the context may require, the singular shall mean and include the plural and the plural shall mean and include the singular. The term "Contract" as used herein, as well as the terms "herein", "hereof", "hereunder", "hereinafter" and the like mean this Contract in its entirety and all exhibits, amendments and addenda attached hereto and made a part hereof. The captions and paragraph headings are for reference and convenience only and do not enter into or become a part of the context of this Contract, nor shall such headings affect the meaning or interpretation of this Contract.

ARTICLE 34 - WAIVER

Failure of a party to enforce or exercise any right(s) under this Contract shall not be deemed a waiver of the party's right to enforce or exercise said right(s) at any time thereafter.

ARTICLE 35 - PREPARATION

This Contract shall not be construed more strongly against either party regardless of who was more responsible for its preparation.

ARTICLE 36 - MATERIALITY

All provisions of the Contract shall be deemed material, in the event CONTRACTOR fails to comply with any of the provisions contained in this Contract or exhibits, amendments and addenda attached hereto, said failure shall be deemed a material breach of this Contract and CITY may at its option and without notice terminate this Contract as set forth herein.

ARTICLE 37 - REPRESENTATIONS/BINDING AUTHORITY

CONTRACTOR has full power, authority and legal right to execute and deliver this Contract and perform all of its obligations under this Contract. By signing this, **HERA PROPERTY REGISTRY, LLC.,** hereby represents to the CITY that **CLIFFORD J. JOHNSON, CEO,** has the authority and full legal power to execute this Contract and any and all documents necessary to effectuate and implement the terms of this Contract on behalf of the party for whom he is signing and to bind and obligate such party with respect to all provisions contained in this Contract.

ARTICLE 38 - EXHIBITS

Each exhibit referred to in this Contract forms an essential part of this Contract. The exhibits, if not physically attached, should be treated as part of this Contract and are incorporated herein by reference.

ARTICLE 39 - CONTRACT DOCUMENTS AND CONTROLLING PROVISIONS

This Contract consists of this Contract and all exhibits attached hereto. The CONTRACTOR agrees to be bound by all the terms and conditions set forth in this Contract. To the extent that a conflict exists between this Contract and the exhibits, the terms, conditions, covenants, and/or provisions of this Contract shall prevail. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

ARTICLE 40 - LEGAL EFFECT

This Contract shall not become binding and effective until approved by the City Council of the City of Riviera Beach, for which such approval CONTRACTOR shall be promptly notified.

ARTICLE 41 - NOTICE OF COMPLAINTS OR SUITS

Each party will promptly notify the other of any complaint, claim, suit or cause of action threatened or commenced against it which arises out of or relates, in any manner, to the performance of this Contract. Each party agrees to cooperate with the other in any investigation either may conduct, the defense of any claim or suit in which either party is named and shall do nothing to impair or invalidate any applicable insurance coverage.

ARTICLE 42 – SURVIVABILITY

Any provision of this Contract which is of a continuing nature or imposes an obligation which extends beyond the term of this Contract shall survive its expiration or earlier termination.

ARTICLE 43 - DEFAULT

Notwithstanding anything contained in this Contract to the contrary, the parties agree that the occurrence of any of the following shall be deemed a material event of default and shall be grounds for termination:

a. The filing of a lien by any subcontractor or third tier subcontractor including, but not limited to materialmen, suppliers, or laborers, upon any property, right of way, easement, other interest in land or

right to use such land within the territorial boundaries of the CITY which lien is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR;

b. The filing of any judgment lien against the assets of the CONTRACTOR related to the performance of this Contract which is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR; or

c. The filing of a petition by or against the CONTRACTOR for relief under the Bankruptcy Code, or for its reorganization or for the appointment of a receiver or trustee of the CONTRACTOR or the CONTRACTOR's property; or an assignment by the CONTRACTOR for the benefit of creditors; or the taking possession of the property of the CONTRACTOR by any governmental officer or agency pursuant to statutory authority for the dissolution or liquidation the CONTRACTOR; or if a temporary or permanent receiver or trustee shall be appointed for the CONTRACTOR or for the CONTRACTOR's property and such temporary or permanent receiver or Trustee shall not be discharged within thirty (30) days from the date of appointment.

The CONTRACTOR shall provide written notice to the CITY of the occurrence of any event of default within ten (10) days of the CONTRACTOR's receipt of notice of any such default.

ARTICLE 44 - WAIVER OF SUBROGATION

The CONTRACTOR hereby waives any and all rights to Subrogation against the CITY, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then the CONTRACTOR shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which a condition to the policy specifically prohibits such an endorsement, or voids coverage should the CONTRACTOR enter into such an agreement on a pre-loss basis.

ARTICLE 45 - RIGHT TO REVIEW

The CITY, by and through its Risk Management Division, in cooperation with the contracting/monitoring department, reserves the right to review, reject or accept any required policies of insurance, including limits, coverages, or endorsements, therein from time to time throughout the term of this Contract. The CITY reserves the right, but not the obligation, to review and reject any insurer providing coverage because of poor financial condition or failure to operate legally.

ARTICLE 46 – WAIVER OF TRIAL BY JURY

IN THE EVENT OF LITIGATION ARISING FROM THIS CONTRACT, CITY AND CONTRACTOR KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE ANY RIGHT TO A TRIAL BY JURY. CITY AND INDEPENDENT CONTRACTOR HEREBY ACKNOWLEDGE THAT THIS WAIVER PROVISION IS A MATERIAL INDUCEMENT FOR EACH PARTY AGREEING TO ENTER INTO THIS CONTRACT.

ARTICLE 47 – PALM BEACH COUNTY INSPECTOR GENERAL

In accordance with Palm Beach County ordinance number 2011-009 as codified in 2-421 through 2- 440 of the County's Code, the CONTRACTOR acknowledges that this Contract may be subject to investigation and/or audit by the Palm Beach County Inspector General. The CONTRACTOR has reviewed the ordinance and is aware of its rights and/or obligations under such ordinance.

This Contract is subject to any and all applicable conflict of interest provisions found in the CITY procurement ordinance, Chapter 16.5, the Palm Beach County Code of Ethics and Ch. 112, Part III, Florida Statutes. During the term of this Contract and any renewals or extensions thereof, the Independent Contractor shall continue to disclose to the CITY any possible conflicts of interests. The CONTRACTOR's duty to disclose is of a continuing nature and any conflict of interest shall be immediately brought to the attention of the CITY.

ARTICLE 48 - E-VERIFY - EMPLOYMENT ELIGIBILITY

CONTRACTOR warrants and represents that it is in compliance with Section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify System (E-Verify.gov), and beginning January 1, 2021, uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers; and (2) has verified that all of CONTRACTOR's sub-consultants performing the duties and obligations of this CONTRACT are registered with the E-Verify System, and beginning January 1, 2021, use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

CONTRACTOR shall obtain from each of its sub-consultants an affidavit stating that the sub- consultant does not employ, contract with, or subcontract with an Unauthorized Alien, as that term is defined in Section 448.095(1)(k), Florida Statutes, as may be amended. CONTRACTOR shall maintain a copy of any such affidavit from a sub-consultant for, at a minimum, the duration of the subcontract and any extension thereof. This provision shall not supersede any provision of this CONTRACT which requires a longer retention period.

CITY shall terminate this CONTRACT if it has a good faith belief that CONTRACTOR has knowingly violated Section 448.09(1), Florida Statutes, as may be amended. If CITY has a good faith belief that CONSULTANT'S sub-consultant has knowingly violated Section 448.09(1), Florida Statutes, as may be amended, CITY shall notify CONTRACTOR to terminate its contract with the sub-consultant and CONSULTANT shall immediately terminate its contract with the sub-consultant. If CITY terminates this CONTRACT pursuant to the above, CONTRACTOR shall be barred from being awarded a future contract by CITY for a period of one (1) year from the date on which this CONTRACT was terminated. In the event of such contract termination, CONTRACTOR shall also be liable for any additional costs incurred by CITY as a result of the termination.

ARTICLE 49 - SCRUTINIZED COMPANIES

a. As provided in Section. 287.135, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to Section 215.4725, Florida Statutes. Pursuant to Section 287.135(3)(b), Florida Statutes, if CONTRACTOR is found to have been placed

on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, this Contract may be terminated at the option of the CITY.

b. **When contract value is greater than $1 million:** As provided in Section. 287.135, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies With Activities in Sudan List or Scrutinized Companies With Activities in The Iran Petroleum Energy Sector List created pursuant to Section.215.473, Florida Statutes or is engaged in business operations in Cuba or Syria.

   If the CITY determines, using credible information available to the public, that a false certification has been submitted by CONTRACTOR, this Contract may be terminated and a civil penalty equal to the greater of $2 million or twice the amount of this Contract shall be imposed, pursuant to Section. 287.135, Florida Statutes. Said certification must also be submitted at the time of Contract renewal, if applicable.

ARTICLE 50 – DISCLOSURE OF FOREIGN GIFTS AND CONTRACTS WITH FOREIGN COUNTRIES OF CONCERN

Pursuant to F.S. 286.101, as may be amended, by entering into this Contract or performing any work in furtherance thereof, the CONTRACTOR certifies that it has disclosed any current or prior interest of, any contract with, or any grant or gift received from a foreign country of concern where such interest, contract, or grant or gift has a value of $50,000 or more and such interest existed at any time or such contract or grant or gift was received or in force at any time during the previous five (5) years.

ARTICLE 51 – PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING – F.S. 287.05701

CONTRACTOR is hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the CITY will not request documentation of or consider a CONTRACTOR's social, political, or ideological interests when determining if the CONTRACTOR is a responsible CONTRACTOR. CONTRACTOR is further notified that the CITY's governing body may not give preference to a CONTRACTOR based on the CONTRACTOR's social, political, or ideological interests.

ARTICLE 52 - HUMAN TRAFFICKING AFFIDAVIT

Pursuant to Florida Statue 787.06, CONTRACTOR warrants and represents that it does not use coercion for labor or services. CONTRACTOR submitted the Nongovernmental Entity Human Trafficking Affidavit.

SIGNATURES ON FOLLOWING PAGE

CONTRACT WITH THE CITY OF RIVIERA BEACH

IN WITNESS WHEREOF, the Parties unto this Contract have set their hands and seals on the day and date first written above.

CORPORATE SEAL

CITY OF RIVIERA BEACH

BY: _____
DOUGLAS LAWSON
MAYOR

ATTEST:

BY: _____
DEBRAH HALL-MCCULLON
CERTIFIED MUNICIPAL CLERK
CITY CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: _____
DAWN S. WYNN
CITY ATTORNEY

Date: _____

HERA PROPERTY REGISTRY, LLC

BY: Clifford Johnson (Apr 14, 2026 10:37:42 EDT)
CLIFFORD J. JOHNSON
CEO

APPROVED AS TO TERMS AND
CONDITIONS

BY: _____
CLARENCE SIRMONS
DIRECTOR
DEVELOPMENT SERVICES

Procurement initials LA

EXHIBIT "A"
SCOPE OF WORK

The City of Riviera Beach ("City") is accepting qualifications from qualified, experienced, knowledgeable, and responsible firms or independent contractors to provide a web-based system for the identification, registration and tracking of vacant or defaulted properties in accordance with the terms, conditions, and specifications contained in this Request for Qualifications (RFQ). The City may award one contract under this solicitation based upon the ranking of the firm's qualifications by the City's Procurement Division or appointed selection committee members.

The vendor will provide qualified expertise and experience in developing, implementing and maintaining a web-based system for the registration and tracking of properties falling under the requirements for registration according to the provisions of the City of Riviera Beach Ordinance No. 4024. Services to be provided will include, but not be limited to the following:

1. Vendor shall pay for all expenses related to registration of all foreclosed property, and all administrative costs and fees related thereto.

2. Vendor shall meet all applicable City website link terms/conditions and all applicable (City IT) Information Technology Department security, and anti-viral requirements.

3. Vendor shall provide the means for the electronic registration of foreclosed properties within the City. Vendor agrees to provide a website for the registration of each foreclosed property to facilitate compliance with the Ordinance. Vendor shall provide City IT with a hyperlink to direct registrants to www.vacantregistry.com. The website at www.vacantregistry.com will enable mortgagees and/or responsible parties to register property to comply with the requirements of said Ordinance.

4. Develop or acquire and maintain a web-based electronic database of searchable property records and provide all required services necessary to implement the real property registry, which allows all mortgage holders the opportunity to go on-line and register fee collection requirements.

5. Identify real properties within the City of Riviera Beach, as well as mortgagees that hold a mortgage on real property and have declared that mortgage to be in default. Additionally, provide tracking of occupancy status for properties required to register. Identify the kind of real property (e.g. mobile home, residential, commercial, investment, etc.) being registered.

6. Notify mortgage holder of its requirement to register properties, identity information required to complete registry, across to the registry system, select and identify the local property manager and any other information necessary by the mortgage holder to complete the registry of the property.

7. Vendor shall proactively contact those mortgagees that file a public notice of default, lis pendens, foreclosure action, and/or take title to real property via foreclosure or any other legal means, and will provide copies of the Ordinance 4024, as well as information regarding the website for electronic registration as set forth herein.

8. Train with and provide support to the individual representing the mortgagee to register the required information electronically. 9. Provide the City free training and access to the web-based

electronic registry system and reporting tools.

10. Provide any necessary reporting of registry data to the City and provide system access for the City to create and generate reports via the internet.

11. Provide the financial accounting of property registrations, identifying those that are in compliance with the ordinance, as well as those that have not or are not meeting their financial obligations.

12. Provide the City with annual audit financials and other requested materials upon request.

13. Vendor shall investigate, track and report all changes of information in status, take corrective measures and update property status of all foreclosed property electronically registered and in compliance with applicable City Ordinance 4024 on a monthly basis at a minimum. Maintain and ensure accurate, up-to-date data at all times.

14. Vendor shall be required to collect the $200 annual registration fee on behalf of the City and pay the City the Page 10 of 28 agreed upon Fee Percentage per registration.

Payment: The City agrees to compensate the Vendor a fee of One Hundred dollars ($100) per registration to register all properties required to comply with Ordinance 4024 ("Registration Fee") or 50% of the Registration Fee set forth in the Ordinance (4024) adopted by City Council. Vendor shall remit 50% of each collected Registration Fee to the City in consideration of the services provided. Vendor shall forward payment of the City's portion of the Registration Fee to the City Finance department no later than the 15th day of the following month during the term of the Agreement. The Fee Percentage to Vendor shall be the only compensation to the Vendor. Fee percentage to the vendor shall be inclusive of all costs to provide services inclusive the personnel, maintenance, repairs, overhead, profit, travel, insurance, etc. and any other cost associated with providing services, equipment and personnel.

1186-RFQ-25-4 Contract Hera Property Registry LLC

Final Audit Report 2026-04-14

Created:	2026-04-13
By:	Eileen Hornbake (ehornbake@breakpointlaw.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8gTlWsG30xE5jFArMgSwGWg4XAnX1E1r

"1186-RFQ-25-4 Contract Hera Property Registry LLC" History

Document created by Eileen Hornbake (ehornbake@breakpointlaw.org)
2026-04-13 - 7:55:29 PM GMT

Document emailed to Clifford Johnson (cjohnson@heraregistry.com) for signature
2026-04-13 - 7:55:35 PM GMT

Email viewed by Clifford Johnson (cjohnson@heraregistry.com)
2026-04-14 - 2:36:51 PM GMT

Document e-signed by Clifford Johnson (cjohnson@heraregistry.com)
Signature Date: 2026-04-14 - 2:37:42 PM GMT - Time Source: server

Agreement completed.
2026-04-14 - 2:37:42 PM GMT

Adobe Acrobat Sign

City of Riviera Beach, Florida
Procurement Department
1481 West 15th Street
Riviera Beach, FL 33404
Web: www.rivierabeach.org
Office: (561) 845-4180
Email: purchasing@rivierabeach.org

REQUEST FOR QUALIFICATIONS COVER SHEET

SOLICITATION NUMBER:	**1186-RFQ-25-4**
SOLICITATION TITLE:	**VACANT PROPERTY REGISTRATION**
ISSUE DATE:	**09/03/2025**
PRE-PROPOSAL MEETING:	**Not Applicable**
QUESTIONS DEADLINE:	**9/17/2025 5PM EST**
SUBMITTAL DUE DATE:	**10/3/2025 3PM EST**

The City reserves the right to modify or alter the procurement schedule as needed.

PROCUREMENT DEPARTMENT CONTACT PERSON	**Alex Massari**
EMAIL ADDRESS:	amassari@rivierabeach.org

The City of Riviera Beach reserves the right to cancel this RFQ at any time and for any reason before the City Council awards a contract.

Responses must be received electronically ONLY via BidNet (https://www.bidnetdirect.com/florida/cityofrivierabeach). Responses not received electronically by the deadline, will be rejected.

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ADDITIONAL ATTACHMENTS AND REQUIRED FORMS:

ATTACHMENT "A" – Offeror's Required Forms

1. Addendum Acknowledgment
2. Authorized Signatories
3. Certificate of Insurance Acknowledgment Form
4. Cone of Silence Acknowledgement Form
5. Conflict of Interest Disclosure Form
6. Drug-Free Workplace Form
7. E-Verify Affirmation Statement
8. Human Trafficking Affidavit
9. Litigation Statement
10. Non-Discrimination Affidavit
11. Non-Collusion Affidavit of Prime Offeror
12. Proposal Certification
13. Public Access Form
14. Public Entity Crimes Affidavit
15. Required References
16. Scrutinized Companies Certification

ATTACHMENT "B" - PROFESSIONAL SERVICES CONTRACT
ATTACHMENT "C" – SBE PARTICIPATION SCHEDULE 1 AND 2

The 10 Most Critical Things to Keep in Mind When Responding to an RFQ for the City of Riviera Beach

1. _____ Read the entire document. Note critical items such as: mandatory requirements; supplies/services required; submittal dates; funding amount and source; contract requirements (i.e., contract performance security, insurance requirements, performance and/or reporting requirements, etc.).

2. _____ Note the procurement contact's name, address, phone numbers and e-mail address. This is the only person you are allowed to communicate with regarding the RFQ and is an excellent source of information for any questions you may have.

3. _____ Attend the pre-bid, proposal conference if one is offered. These conferences provide an opportunity to ask clarifying questions, obtain a better understanding of the project, or to notify the City of any ambiguities, inconsistencies, or errors in the RFQ.

4. _____ Take advantage of the "question and answer" period. Submit your questions online in BidNet by the advertised due date and view the answers given in the formal "addenda" issued for the RFQ. All addenda issued for an RFQ are available online in BidNet and will include all questions asked and answered concerning the RFQ.

5. _____ Follow the format required in the RFQ when preparing your response. Provide point-by-point responses to all sections in a clear and concise manner.

6. _____ Provide complete answers/descriptions. Read and answer all questions and requirements. Don't assume the City or evaluation committee will know what your company's capabilities are or what items/services you can provide, even if you have previously contracted with the City. The submittals are evaluated based solely on the information and materials provided in your response.

7. _____ Check for RFQ addenda. Before submitting your response, check online in BidNet for any addenda the City has issued.

8. _____ Review and read the RFQ document again to make sure that you have addressed all requirements.

9. _____ Submit your response on time. Note all the dates and times listed in the RFQ and be sure to submit all required items on time.

Late submittals responses are never accepted. Don't wait until the last minute to upload electronically in BidNet.

This checklist is provided for assistance only and should NOT be submitted with Offeror's Response

I. GENERAL INFORMATION

A. HISTORY AND BACKGROUND

The City of Riviera Beach ("City") is located along the Atlantic shores of southeast Florida in Palm Beach County. With a population of more than 38,000 residents, Riviera Beach is home to one of the most impressive beaches in the southeastern United States, boasting an average year-round temperature of 75 degrees.

Along the waterfront in Riviera Beach, residents and tourists enjoy the city's shops, restaurants, and spectacular attractions. The waterfront marketplace draws in crowds of tourists headed for the cruise ships; the Port of Palm Beach is located in Riviera Beach, and the Margaritaville at Sea cruise ship departs every other day. Riviera Beach is a growing harbor city located along the shores of the Atlantic Ocean in southeast Florida, USA.

The City's municipal beach is one of the finest in the state. Our beautiful sandy beaches make Riviera Beach an appealing place for sporting events. Our community and visitors provide an interesting, varied mix of young people, families and retirees from just about anywhere.

B. PURPOSE

The City of Riviera Beach (City), has issued this Request for Qualifications (RFQ) to solicit qualifications from qualified, experienced, and knowledgeable firm or independent contractor to provide a web-based system for the identification, registration, and tracking of vacant or defaulted properties in accordance with the terms, conditions, and specification contained in this RFQ. The Procurement Department is the SOLE point of contact concerning this RFQ. The Procurement Department Contact is identified on the Cover Page of this RFQ. All questions and communications concerning this solicitation and procurement process MUST be submitted in Bidnet by the deadline identified on the RFQ cover page.

The RFQ documents, including this solicitation, exhibits, attachments, addendums, and the successful submission, shall form the terms and conditions of the Agreement.

C. QUESTIONS

Prospective respondents are required to submit any questions related to this solicitation electronically through BidNet by the deadline specified on the solicitation cover letter. No other forms of submission will be accepted, and only those questions submitted via BidNet will be officially received and addressed. It is the sole responsibility of the respondent to adhere to this procedure for submitting inquiries.

Responses to all questions received within the designated solicitation period will be posted as an addendum on BidNet. Respondents are advised that failure to report any known or suspected issues, or failure to seek clarification or correction of any aspect of the solicitation, will be done at their own risk.

D. RESPONDENT SUBMISSION:

Electronic submittal shall be submitted via BidNet in response to **this RFQ,** prior to the designated submittal due date and time indicated on the RFQ Cover Page.

It will be the sole responsibility of the respondent to become familiar with the scope of services, City's requirements, and systems prior to submitting a response.

Late submittals and paper bid submittals will not be accepted or considered. BidNet Direct's platform will not accept late submittals.

E. ADDENDUMS AND INTERPRETATIONS:

The City reserves the right to amend this solicitation prior to the due date. Any change(s) to this solicitation will be conveyed through the written addenda process. Only written addenda will be binding. If an addendum is issued, Respondent must follow the instructions and submit required information, forms, or acknowledge addendum, as instructed therein. It is the responsibility of all potential Respondent to monitor the solicitation for any changing information, prior to submitting their response.

No interpretations of the meaning of the plans, specifications, scope of work or other contract documents will be made orally to any Respondent. Respondents must request such interpretation in writing as instructed in the RFQ solicitation package. To be considered, such request must be received by the Questions and Answers deadline as indicated on RFQ Cover Page and on BidNet. Questions received after this time will NOT be answered.

F. REQUIRED LICENSING

In order to be deemed responsive and responsible to this solicitation, Respondent must be registered to do business in the State of Florida and possess all required State, Federal, and Local licenses and certifications required to perform the services requested herein.

THE CONTRACTOR MUST POSSESS BUSINESS LICENSES, APPLICABLE GENERAL OR SPECIALIZED LICENSES, AND CERTIFICATION(S) TO BE CONSIDERED RESPONSIVE AND RESPONSIBLE TO THIS SOLICITATION.

Failure to submit proof all required license(s) and certification(s) with submittal will result in a non-responsive and responsible determination.

Required licenses and certifications will consist of the following, but is not limited to:
State:

- **Business License**
- **Certificate of Good Standing**

G. SUBMITTAL GUIDELINES FOR BIDNET DIRECT

1. RFQ Released

The release of the RFQ is formally communicated through the posting of this RFQ as an event in BidNet.

This RFQ is being conducted through BidNet, an online, electronic tool, which allows a supplier to register, log on, select answers and type text in response to questions, and upload any necessary documents. Each supplier interested in competing to win a contract award must complete and submit a response to this RFQ using BidNet

2. RFQ Review

The RFQ consists of any and all documents or links applicable to the solicitation, as posted online on BidNet.

Please carefully review all information contained in the solicitation, including all documents available as attachments or available through links. Any difficulty accessing the solicitation or documents should be reported immediately to the Procurement Contact and/or the BidNet Help Desk.

3. Uploading Forms

Once the supplier is ready to upload electronic files (completed forms or worksheets, product sheets, etc.), please follow the directions within the RFQ to upload these documents in the proper location.

4. Reviewing the Response Prior to Submission

Each supplier is responsible for ensuring all questions have been answered appropriately and that all necessary documents have been uploaded where applicable. Prior to final submission of your response, please review the following checklist:

a. Please review and confirm that the supplier has answered all questions appropriately (if applicable).
b. Please confirm that all necessary files have been uploaded.

5. Help Desk Support

For technical questions related to the use of BidNet Direct, suppliers have access to phone support at 800-835-4603, Monday through Friday 8:00 AM to 8:00 PM EST excluding Holidays or closings in response to inclement weather. Suppliers can also email questions to: support@bidnet.com

H. SUBMITTAL OPENING

All Request for Qualifications solicited by the City of Riviera Beach will be opened electronically via Bidnet at the date and time indicated in the solicitation. This meeting will be conducted virtually via Microsoft Teams and in-person at 1481 West 15th Street, Riviera Beach, Florida, 33404. Respondent's may attend this meeting in real time on a computer, laptop, cell phone or any other device with Wi-Fi access. Get the app now and be ready when your first meeting starts.

Teams Meeting:

Meeting ID: 279 055 234 730 2
Passcode: yk379um7
Dial in by phone
+1 872-242-8933,,501786658# United States, Chicago
Phone Conference ID: 501 786 658#

NOTE: LATE SUBMISSIONS AND PAPER SUBMISSIONS WILL NOT BE ACCEPTED. BIDNET DIRECT'S PLATFORM WILL NOT ACCEPT LATE SUBMITTALS.

I. CONTRACT PERIOD:

The selected Respondent(s) will provide services for a three (3) year period. Two one-year renewal options offered by the City, at the City's sole discretion, may be included.

J. CONE OF SILENCE:

Section 2-166 (Cone of Silence) of the City; Code of Ordinances, prohibits any communication, except written correspondence, regarding a particular request for proposal, request for qualification, bid, or any other competitive solicitation between any person's representative seeking award from such competitive solicitation; and any City Council person or legislative staff, or any City employee authorized to act on behalf of the Council to award a contract under this Bid.

The Cone of Silence shall be in effect as of the deadline to submit the proposal, bids or other response to this competitive solicitation and shall remain in effect and subject to the terms of this section for any person or person's representative.

The provisions of this division shall not apply to oral communications at any public proceeding, including pre-bid conference, oral presentations before selection committees, and contract negotiations during any public meetings, presentations made to the Council and protest hearings. Further, the Cone of Silence shall not apply to contract negotiations between any employee and the intended awardees, any dispute resolution process following the filing of a protest between the person filing the protest and any employee, or any written correspondence at any time with any employee, Council member, or selection committee member, unless specifically prohibited by the applicable competitive solicitation process.

The cone of silence shall terminate at the time the Council, awards or approves a contract, rejects all bids or responses or otherwise takes action, which ends the solicitation process.

Any Contract entered into in violation of the cone of silence provisions in this section shall render the transaction voidable.

Penalties for violation of the Cone of Silence shall be applied per Section 2- 168 (Penalties) of the City; Code of Ordinances.

K. ACCEPTANCE OF SUBMITTALS / MINOR IRREGULARITIES

The City reserves the right to accept or reject any and all submittals, part of submittals and waive minor irregularities or variances to specifications contained in submittals, which do not make the submittal conditional in nature and minor irregularities in the solicitation process. A minor irregularity shall be a variation from the solicitation that does not affect the price of the contract or does not give an offeror an advantage or benefit not enjoyed by other offerors, does not adversely impact the interests of other firms or, does not affect the fundamental fairness of the solicitation process. The City also reserves the right to reissue a Request for Qualifications.

The City reserves the right to disqualify the Respondent during any phase of the competitive solicitation process and terminate for cause any resulting contract upon evidence of collusion with intent to defraud or other illegal practices on the part of the Respondent.

L. CHANGES AND ALTERATIONS

Respondent may change or withdraw a submittal at any time prior to submittal submission deadline; however, no oral modifications will be allowed. Modifications shall not be allowed following the submittal deadline.

M. MATERIAL MODIFICATIONS / ALTERATIONS

Material modification and/or alterations to the verbiage or documents herein made by the Offeror's is expressly prohibited and is not enforceable. Modifications and/or alterations may render the submittal void and bar the Offeror from consideration in connection with this solicitation.

N. TRANSACTION FEES

The City of Riviera Beach uses BidNet to distribute bids and proposals. There is no charge to register and participate in the solicitation process, nor will any fees be charged to the awarded Respondent.

II. SCOPE OF WORK

The City of Riviera Beach ("City") is accepting qualifications from qualified, experienced, knowledgeable, and responsible firms or independent contractors to provide a web-based system for the identification, registration and tracking of vacant or defaulted properties in accordance with the terms, conditions, and specifications contained in this Request for Qualifications (RFQ). The City may award one contract under this solicitation based upon the ranking of the firm's qualifications by the City's Procurement Division or appointed selection committee members.

The vendor will provide qualified expertise and experience in developing, implementing and maintaining a web-based system for the registration and tracking of properties falling under the requirements for registration according to the provisions of the City of Riviera Beach Ordinance No. 4024. Services to be provided will include, but not be limited to the following:

1. Vendor shall pay for all expenses related to registration of all foreclosed property, and all administrative costs and fees related thereto.

2. Vendor shall meet all applicable City website link terms/conditions and all applicable (City IT) Information Technology Department security, and anti-viral requirements.

3. Vendor shall provide the means for the electronic registration of foreclosed properties within the City. Vendor agrees to provide a website for the registration of each foreclosed property to facilitate compliance with the Ordinance. Vendor shall provide City IT with a hyperlink to direct registrants to www.vacantregistry.com. The website at www.vacantregistry.com will enable mortgagees and/or responsible parties to register property to comply with the requirements of said Ordinance.

4. Develop or acquire and maintain a web-based electronic database of searchable property records and provide all required services necessary to implement the real property registry, which allows all mortgage holders the opportunity to go on-line and register fee collection requirements.

5. Identify real properties within the City of Riviera Beach, as well as mortgagees that hold a mortgage on real property and have declared that mortgage to be in default. Additionally, provide tracking of occupancy status for properties required to register. Identify the kind of real property (e.g. mobile home, residential, commercial, investment, etc.) being registered.

6. Notify mortgage holder of its requirement to register properties, identity information required to complete registry, across to the registry system, select and identify the local property manager and any other information necessary by the mortgage holder to complete the registry of the property.

7. Vendor shall proactively contact those mortgagees that file a public notice of default, lis pendens, foreclosure action, and/or take title to real property via foreclosure or any other legal means, and will provide copies of the Ordinance 4024, as well as information regarding the website for electronic registration as set forth herein.

8. Train with and provide support to the individual representing the mortgagee to register the required information electronically.

9. Provide the City free training and access to the web-based electronic registry system and reporting tools.

10. Provide any necessary reporting of registry data to the City and provide system access for the City to create and generate reports via the internet.

11. Provide the financial accounting of property registrations, identifying those that are in compliance with the ordinance, as well as those that have not or are not meeting their financial obligations.

12. Provide the City with annual audit financials and other requested materials upon request.

13. Vendor shall investigate, track and report all changes of information in status, take corrective measures and update property status of all foreclosed property electronically registered and in compliance with applicable City Ordinance 4024 on a monthly basis at a minimum. Maintain and ensure accurate, up-to-date data at all times.

14. Vendor shall be required to collect the $200 annual registration fee on behalf of the City and pay the City the

agreed upon Fee Percentage per registration.

Payment: The City agrees to compensate the Vendor a fee of One Hundred dollars ($100) per registration to register all properties required to comply with Ordinance 4024 ("Registration Fee") or 50% of the Registration Fee set forth in the Ordinance (4024) adopted by City Council. Vendor shall remit 50% of each collected Registration Fee to the City in consideration of the services provided. Vendor shall forward payment of the City's portion of the Registration Fee to the City Finance department no later than the 15th day of the following month during the term of the Agreement.

The Fee Percentage to Vendor shall be the only compensation to the Vendor. Fee percentage to the vendor shall be inclusive of all costs to provide services inclusive the personnel, maintenance, repairs, overhead, profit, travel, insurance, etc. and any other cost associated with providing services, equipment and personnel.

III. SUBMITTAL REQUIREMENTS

A. SUBMITTAL FORMAT

Each Respondent must submit a full and complete response to all the items stated in the Evaluation Criteria and must fully comply with all applicable requirements of this Solicitation. Respondents shall use and submit any applicable or required forms provided by the City and attach such to their submittal. Failure to use the forms may cause the submittal to be rejected and deemed non-responsive. Any misinterpretation or failure to comply with instructions may lead to a Respondent's submittal being rejected. These directions and instructions have equal force and weight with the Scope of Work, specifications and strict compliance, which is required with all of these provisions.

Each Respondent is responsible for full and complete compliance with all laws, rules and regulations, which may be applicable.

Submittals containing all required documents, with authorized signatures, must be received by the due date indicated on RFQ Cover Page. The Respondent's complete submittal in PDF format must be uploaded into Bidnet prior to the deadline.

B. SUBMITTAL INSTRUCTIONS:

Electronic submittals shall be submitted via Bidnet in PDF searchable format, in response to this RFQ, prior to the designated submittal due date and time indicated in the solicitation.

NOTE: If you believe that any portion of your submittal is exempt from disclosure as a public record, that exempt material must be submitted in a separate electronic pdf file. The pdf file must be clearly identified as "PUBLIC RECORDS EXEMPT," per the City of Riviera Beach Procurement Code and a brief explanation should be given as to the legal basis for the exemption.

To the extent permitted by law, all documents pertaining to this Solicitation will be kept confidential until an agreement is awarded, if any. All submittals will become the property of the City, and the City is under no obligation to return submittals.

Submittals must be signed by a person authorized to bind the offeror to this Solicitation, and proof of this authority must be included in the response. Submittals must contain a letter or other clear evidence of such authority, and all other information requested or required by this Solicitation, or as determined by the City.

C. MISTAKES

The Respondent shall examine this RFQ carefully. The submission of a response shall be prima facie evidence that the respondent has full knowledge of the scope, nature, and quality of the work to be performed; the detailed requirements of the specifications; and the conditions under which the work is to be performed. Ignorance of the requirements will not relieve the respondent from liability and obligations under the Contract.

D. RESPONSIBILITY

In order to be considered as a responsible firm, firm shall be fully capable to meet all of the requirements of the solicitation and subsequent contract, must possess the full capability, including financial and technical, to perform as contractually required, and must be able to fully document the ability to provide good faith performance.

E. RESPONSIVENESS

In order to be considered responsive to the solicitation, the firm's submittal shall fully conform in all material respects to the solicitation and all of its requirements, including all form and substance.

F. REQUIRED ATTACHMENTS

All required attachment provided in Attachment "A" – Offeror's Required Forms must be complete, signed and included in your submittal.

- Failure to sign and return will result in a non-responsive decision.

By signing its RFQ, the Respondent certifies that its submittal is made independently and free from collusion. **Submittals must include all of the required documents, each completed, signed, and/or notarized as required.** Failure to provide any of the required documents will render the submittal non-responsive.

G. TECHNICAL RESPONSE

This section contains the detailed technical requirements and related services for this solicitation. All the items described in this section are service levels and/or terms and conditions that the City expects to be satisfied by the selected supplier. Each respondent must indicate their willingness and ability to satisfy these requirements in the appropriate section.

1. **EXECUTIVE SUMMARY**

   Provide an Executive Summary of the major features of the qualifications, including any conclusions, assumptions, and general recommendations the offeror desires to make. In addition, provide the following information.

   - The Executive Summary must be addressed to the Procurement Contact identified on the RFQ Cover Page.
   - It should include details of the proposed working relationship between the respondent and any subcontractors, if applicable.
   - The summary must provide the name, title, address, telephone/fax numbers, and email address of the designated contact person during the submittal evaluation period.
   - It must be signed by an individual who is authorized to bind the respondent to the terms of the response.

Each of the following requirements should be addressed in a separate section of the response.

2. **EXPERIENCE / QUALIFICATION / BACKGROUND / REFERENCES INFORMATION:**

   - Each respondent shall submit a detailed statement of their experience, qualifications, and background for providing graphic design services as required by the City.
   - Respondent's ability and adequacy of personnel to perform, including timeliness, stability, availability, and licenses.
   - Each respondent should submit a minimum of three (3) references demonstrating the successful provision of web-based systems for registration and tracking of properties within the past 5 years.
     - Each reference should include the following:
     - Name of client company, contact names, addresses, e-mail address, telephone/fax numbers, dollar amount of contracts and dates of service.
     - Scope of Work, types of services performed and number of full-time staff provided.
     - Respondents shall not include any work performed for the City of Riviera Beach**,** nor list any City staff as references, when demonstrating qualifications, experience, or capabilities in response to this RFQ.

3. **PROJECT APPROACH / UNDERSTANDING INFORMATION**

   The respondent shall provide a detailed narrative description of its approach and methodology for implementing, including, but not limited to, the following:

   - Demonstrate availability of the necessary personnel (both supervisory and operational personnel), facilities, and necessary equipment, licensing, training, and ability to meet the time requirement to accomplish the scope of work in the RFQ.
   - Respondent’s capacity in terms of financial viability and ability to provide required insurance.
   - Evidence of ability to work efficiently and cooperatively; past performance with the City and others.

4. KEY PERSONNEL AND OPERATIONS INFORMATION:

The respondent shall provide:

- An Organizational Chart identifying the structure of the firm.
- A list of the key personnel assigned to the project, along with a complete resume detailing their experience, education, expertise, qualifications, and knowledge of the project.
- A description of the role of each staff member who will be responsible for handling and monitoring the Contract.
- Identification of projects of similar nature in which each staff member has been involved.

IV. EVALUATION PROCESS

A. EVALUATION PROCESS

The submittal must address all points outlined in the specifications of this RFQ. The submittal must provide clear and concise information about the Respondent's capability to satisfy the requirements of the RFQ. The substance of the submittal will carry more weight than its form or manner of presentation.

The procedure for response evaluation and selection is as follows:

1. Preliminary review of the submittals by the Procurement staff for compliance with the submission requirements of the RFQ, including verification that each submittal includes all required documents.

2. The Evaluation Committee shall meet to evaluate each responsive submittal in accordance with the requirements of the RFQ. At the committee's option, the Respondents may be required to attend a presentation and/or interview session.
    a. Oral presentations are to support what has been provided in the submittals by each Firm and to exhibit and otherwise demonstrate, clarify, and expand on the information contained therein.
    b. The City reserves the right to request additional information and clarification from Respondents.

3. The Evaluation Committee shall make a recommendation.

4. The City Manager may submit a recommended firm or "shortlist" a combination of firms to the City Council, and may require presentations by the highest ranked firms to the City Council.

5. If the City is unsuccessful in negotiating a Contract with the highest ranked firm, the City will attempt to negotiate a Contract with the next highest ranked firm.

In general, the City wishes to avoid the expense to the City and to Respondents of unnecessary oral interviews. Therefore, the City will make every reasonable effort to achieve the ranking using written submittals alone. If oral presentations/interviews are scheduled with the Firm(s), the oral presentations are exempted from the public meeting requirements of S. 286.011 F.S., however will be recorded for public record purposes in accordance with Sec. 119.07(1) F.S. as amended.

B. EVALUATION CRITERIA:

1	**SUBMISSION OF REQUIRED FORMS OR DOCUMENTATION**	PASS/FAIL
2	**EXPERIENCE/QUALIFICATION/BACKGROUND/REFERENCES INFORMATION**	40 points
3	**PROJECT APPROACH / UNDERSTANDING INFORMATION**	25 points
4	**KEY PERSONNEL AND OPERATIONS INFORMATION**	35 points
	TOTAL	100 points

C. AWARD OF CONTRACT

A Contract may be awarded by the City Council. The City reserves the right to execute or not execute, as applicable, a contract with the Respondent that is determined to be in the City's best interests. The City reserves the right to award a contract to the Respondent, at the sole and absolute discretion of the City.

The Respondent understands that this RFQ does not constitute an offer or an Agreement with the Respondent. An offer or Agreement shall not be deemed to exist and is not binding until submittals are reviewed, accepted by appointed staff, the best submittal has been identified, approved by the appropriate level of authority within the City, and executed by all parties.

This RFQ and the Respondent's submittal shall be included and incorporated in the final award. The order of contractual precedence will be the Contract or Agreement document, the original Terms and Conditions, and the Respondent's response. Any and all legal action necessary to enforce the award will be held in Palm Beach County, and the contractual obligations will be interpreted according to the laws of Florida.

V. SOLICITATION TERMS AND CONDITIONS

A. SUBMITTAL GUARANTEE

Respondent guarantees their commitment, compliance, and adherence to all requirements of the RFQ by submission of their submittal.

B. MODIFIED SUBMITTALS

Respondent may submit a modified submittal to replace all or any portion of a previously submitted submittal until the Deadline for receipt of submittal. The City will only consider the latest submittal submitted.

C. AUTHORIZED SIGNATORIES:

All associated forms must be signed by one duly authorized to do so. The individual submitting shall be authorized to sign (electronically accept) this solicitation response on behalf of the Respondent as indicated in the Certificate as to Corporate Principal, designation letter by Director/Corporate Officer, or other business authorization to bind on behalf of the Respondent. No submittal will be accepted, for any reason whatsoever, which is not submitted to the City as stated above, within the specified time.

D. WITHDRAWAL OF SUBMITTALS

Any Respondent may, without prejudice to himself, withdraw his bid, offer, or submittal at any time prior to the expiration of the time during which submittal may be submitted. Such request for withdrawal must be in writing and signed in the same manner and by the same person who signed the submittal. After the expiration of the period for receiving submittals, no submittal can be withdrawn, modified, or explained.

E. INCONSISTENCIES

Any seeming inconsistency between different provisions of the plans, specifications, solicitation or contract, or any point requiring explanation must be inquired into by the Respondent, in writing, at least ten (10) days prior to the date and time set for opening responses. After responses are opened, the Respondent's will abide by the decision of the City as to such interpretation.

F. QUALIFICATIONS OF RESPONDENT

The City will only consider solicitation responses from firms normally engaged in providing the types of commodities, services, or construction specified herein. Respondent must have adequate organization, facilities, equipment, and personnel to ensure prompt and efficient service to City. The City reserves the right to inspect the facilities, equipment, personnel and organization or to take any other action necessary to determine ability to perform in accordance with specifications, terms and conditions. The City will determine whether the evidence of ability to perform is satisfactory and reserves the right to reject responses where evidence or evaluation is determined to indicate inability to perform. The City reserves the right to consider a Respondent's history of any and all types of citations and/or violations, including those relating to suspensions, debarments, or environmental regulations in determining responsibility. Respondent should submit with its solicitation response a complete history of all citations and/or violations notices and dispositions thereof. Failure of a Respondent to submit such information may be grounds for termination of any contract awarded to successful Respondent. Respondent shall notify the City immediately of notice of any citations or violations, which they may receive after the opening date and during the time of performance under any contract awarded to them.

G. CITY RESERVED RIGHTS

In connection with this solicitation, the City reserves all rights (which rights shall be exercisable by the City at its sole discretion) available to it under applicable law, including without limitation, with or without cause, and with or without notice, the right to:

1. Cancel this RFQ and may re-solicit and re-advertise the RFQ.
2. Reject any non-responsive submittal.
3. Waive non-material technical variances or minor irregularities in the submittal(s).
4. Reject any and all submittals in whole or part, at any time prior to the execution of an Agreement, without incurring any cost obligations or liabilities, for good cause when it is in the best interests of the City.
5. Proceed with the project in any manner that the City, at its sole discretion, deems necessary. If the City is unable to agree with the highest ranked Respondent or does not negotiate and execute satisfactory Agreement with the highest ranked Respondent, the City may negotiate with the next highest ranked Respondent, terminate this procurement and pursue other development or solicitations relating to the project, or exercise such other rights under the provisions of State law as it deems appropriate.
6. Select the submittal or portions thereof and the Respondent(s) that are determined to be in the best interests of the City.
7. Postpone selection.
8. Issue addenda, supplements and modifications to this RFQ or any subsequent RFQ.
9. Seek or obtain data and/or information from any source that has the potential to improve the understanding and evaluation of the responses to this RFQ.
10. Request clarification from the Respondent(s) during the evaluation phases.
11. Exercise any other rights reserved or afforded the City under this RFQ or subsequent RFQ and applicable law, including waiving deficiencies in a submittal or accept and review a non-conforming submittal; provided that, such deficiency or non-conformance is not material in nature. The City assumes no obligations, responsibilities, and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred or alleged to have been incurred by parties considering a response to and/or responding to this RFQ, or any subsequent RFQ. All such costs shall be borne solely by each Respondent.
12. Obtain best and final offers from each Respondents after submission and prior to award.

In no event shall the City be bound by, or liable for, any obligations with respect to the contemplated Agreements until such time (if at all) as the Agreements, in form and substance satisfactory to the City, have been executed by the City and have become effective, and then, only to the extent set forth in the Agreements.

The City may exercise any of the foregoing at any time without notice to any party and without liability to any responding Respondent or to any other party for its costs or expenses incurred in connection with this RFQ or otherwise. Submittals and responses to this RFQ will be prepared at the sole cost and expense of the Respondent. Submittals and other materials submitted will not be returned.

H. LOBBYING ACTIVITIES:

ALL RESPONDENTS PLEASE NOTE: Any Respondent submitting a response to this solicitation must comply, if applicable, with the City's Lobbying Ordinance, and provided in Chapter 2.164 of the City Code of Ordinance. Copies of Ordinance may be obtained from the Office of City Clerk's, 600 West Blue Heron Boulevard, Suite #140, Riviera

Beach, Florida, 33404. The ordinance may also be viewed on the City's website at: https://library.municode.com/fl/riviera_beach/codes/code_of_ordinances.

I. PROPRIETARY/CONFIDENTIAL INFORMATION:

All submittals are subject to Florida Public Records Laws. If a submittal includes proprietary information exempt from public disclosure, it should be clearly designated as such so that a claim of exemption may be made in response to a public disclosure request. No assurance can be given, however, that any information so designated would not ultimately be deemed subject to public disclosure.

J. NEGOTIATIONS

The City may award the contract based solely on the initial submittals submitted, without engaging in further discussions. Therefore, each submittal should include the Respondent's best price and technical offer.

K. RIGHT TO PROTEST:

In accordance with Section 16.5-241, of the City Code of Ordinances, if a Consultant/Firm intends to protest a solicitation or proposed award of a contract the following apply:

- *Right to protest.* Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the City council. Protestors shall seek resolution of their complaints initially with the Director, and secondly with the City Manager prior to protesting to the City Council. A protest with respect to an invitation for bids or request for proposals shall be submitted in writing prior to the opening of bids or the closing date of proposals, unless the aggrieved person did not know and could not have been reasonably expected to know of the facts giving rise to such protest prior to bid opening or the closing date for proposals.

- The protest shall be submitted within five (5) business days after such aggrieved person knowns or could have reasonably been expected to know if the facts giving rise thereto.

- *Stay of procurements during protests*. In the event of a timely protest under subsection (a) of this section, the Director of Procurement shall not proceed further with the solicitation or award of the contract until all administrative remedies have been exhausted OR until the City manager makes a written determination that the award of a contract without delay is necessary to protect substantial interests of the City.

- Such appeal shall also be addressed to the Chair of the City Council of the City with a copy to the City's Manager.

- At the time of filing the formal written Protest, Bidder, Offeror, or Contractor shall post a bond payable to the City in an amount equal to $10,000, which bond shall be conditioned upon the payment of all costs which may be adjudged against them in the administrative hearing in which the action is brought and in any subsequent appellate court proceedings.

L. SMALL/MINORITY/WOMEN BUSINESS ENTERPRISE (S/M/WBE):

Procurement Code of Ordinance Section Sec. 16.5-293. - Goals. Annual goals. The annual SBE goal for city procurement of construction, professional services and commodities shall be a minimum of 15 percent. The annual goal shall be applied to each individual city *procurement of goods, services or construction* unless otherwise approved by the City Manager.

The City has a goal for Small Business Enterprises (SBE) participation of fifteen percent (15%) for City Procurement of construction, professional services and other commodities. Failure to satisfy this requirement will result in a bid disqualification.

The City defines Small Business Enterprises as such, a business which has been certified by the State of Florida, The Palm Beach County Office of Small Business Assistance, or other County or State governmental agencies and is an independently owned and operated for profit business concern organized to engage in commercial transactions.

When evaluating competitive bids of up to five hundred thousand dollars ($500,000) in which the apparent low bidder is determined to be nonresponsive to SBE requirements, the contract shall be awarded to the low bidder responsive to SBE requirements, or in the event there are no bidders responsive to the SBE requirements, to the bidder with the greatest SBE participation in excess of eight percent (8%) participation, as long as the bid does not exceed the low bid amount by five percent (5%).

In cases where the low bid exceeds five hundred thousand dollars ($500,000) the contract shall be awarded to the low bidder who is responsive to the SBE requirements. In the event there are no bidders responsive to the SBE requirements, the contract shall be awarded to the bidder with the greatest SBE participation in excess of eight percent (8%) participation, provided that such bid does not exceed the low bid amount by more than fifty thousand dollars ($50,000).

M. RIGHTS TO INVESTIGATE AND AUDIT – OFFICE OF THE INSPECTOR GENERAL

The Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of any awarded contract and in furtherance thereof may demand and obtain records and testimony from the Consultant/Firm. The Respondent understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Respondent to fully cooperate with the Inspector General when requested may be deemed by the City to be a material breach of any contract entered into with the Respondent as justification for termination.

N. LEGAL REQUIREMENTS

Respondents are required to comply with all provisions of Federal, State, County, local laws, RFQ and ordinances, rules and regulations and any City rules, that are applicable to the items being solicited. Lack of knowledge by the Respondent shall in no way be a cause for relief from responsibility, or constitute a cognizable defense against the legal effect thereof.

O. CODE REQUIREMENT

The Respondent and his or her subcontractors on this project must be familiar with all applicable Federal, State, City, and Local Laws, Regulations or Codes and be governed accordingly as they will apply to this project and the

actions or operations of those engaged in the work or concerning materials used. Respondent shall ask for and receive any required inspections.

P. RESERVATION FOR AWARD AND REJECTION OF SUBMITTALS:

The City reserves the right to accept or reject any or all submittal, part of submittals, and to waive minor irregularities or variations to specifications contained in submittals, and minor irregularities in the RFQ process. The City also reserves the right to award the contract on a split order basis; lump sum basis, individual item basis, or such combination as shall best serve the interest of the City. The City reserves the right to make an award to the responsive and responsible Respondent whose product or service meets the terms, conditions, and specifications of the RFQ and whose submittal is considered to best serve the City's interest. In determining the responsiveness of the offer and the responsibility of the Respondent, the following shall be considered when applicable: the ability, capacity and skill of the Respondent to perform as required; whether the Respondent can perform promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the Respondent; the quality of past performance by the Respondent; the previous and existing compliance by the Respondent with related laws and ordinances; the sufficiency of the Respondent's financial resources; the availability, quality and adaptability of the Respondent's supplies or services to the required use; the ability of the Respondent to provide future maintenance, service or parts; the number and scope of conditions attached to the RFQ.

R. STANDARD CONTRACT PROVISIONS

The selected respondent will be required to execute a contract similar to the attached Sample Standard Contract. If a respondent has comments related to any of the provisions in this RFQ and/or the Sample Standard Contract, comments must be made, in writing, no later than the date specified in the RFQ Cover Page.

The Sample Standard Contract provisions (general and specific) will be incorporated into any contract resulting from this RFQ. Should any selected respondent and the City be unable to consummate a written contract, the City may proceed to the next most advantageous submittal as determined by the Evaluation Committee or issue a new solicitation or cancel the procurement process in its entirety.

S. INVOICING AND PAYMENT:

The City will accept invoices no more frequently than once per month. Each invoice shall fully detail the related costs and shall specify the status of the particular task or project as of the date of the invoice with regard to the accepted schedule for that task or project. Payment will be made within forty-five (45) days after receipt of an invoice acceptable to the City, in accordance with the Florida Local Government Prompt Payment Act. If, at any time during the contract, the City shall not approve or accept the Consultant's/Firm's work product, and agreement cannot be reached between the City and the Consultant/Firm to resolve the problem to the City's satisfaction, the City shall negotiate with the Consultant/Firm on a payment for the work completed and usable to the City.

T. COMMENCEMENT OF WORK:

This RFQ alone does not bind the City to a contract. The City's obligation begins only when the contract is approved by the City Council or its designee through written notice to the respondent. Additionally, the City may designate a

different start date for the contract, and will not be responsible for any work performed by the respondent before that designated start date.

U. SAFETY STANDARDS:

Unless otherwise stipulated in the solicitation, all manufactured items and fabricated assemblies will comply with applicable requirements of the Occupational Safety and Health Act (OSHA) and any standards thereunder. All sources of energy associated with machinery/equipment purchased will be capable of being locked out in accordance with OSHA 29 CFR 1910.147, Hazardous Energy Control. In compliance with OSHA 29 CFR 1910.1200, Hazard Communication Standard, and Chapter 442, Florida Statutes, Occupational Safety and Health, any chemical substance delivered from a contract resulting from this solicitation must be compliant with the Global Harmonized System (GHS) for Hazard Communication accompanied by a Safety Data Sheet (SDS) consisting of 16 sections. A Safety Data Sheet (SDS) will also be submitted to the City Risk Management Department, 1481 West 15th Street, Riviera Beach, FL 33404.

V. CONTRACT CLOSEOUT PERIOD:

Within 45 business days following the contract's termination or expiration (the "Closeout Period"), the successful respondent must submit any outstanding invoices, reports (including vendor performance reports), and all required documents. These submissions should accurately reflect the work required and completed during the contract term. Any invoices received by the City during or before the Closeout Period will be considered final billing for the goods and services provided under the contract. If the respondent fails to submit any pending invoices during this period, it will be assumed that no pending invoices remain. Furthermore, nothing in this section limits the City's discretion to determine whether final payment may be made to the successful respondent after the contract has expired or terminated.

W. FINAL INVOICE

To finalize all records, the respondent must clearly label its last billing as "final invoice." This label certifies that all services have been satisfactorily performed and that all associated charges and costs have been invoiced to the City. Any charges not included on the final invoice will be waived by the respondent.

X. INSURANCE REQUIREMENTS

The successful bidder/contractor/firm or individual entering a resulting contract with the City shall provide, pay for and maintain in full force and affect at all times during the contract period and services to be performed insurance as set forth below:

Commercial General Liability

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- $1,000,000 each occurrence
- $3,000,000 annual aggregate for Bodily Injury, Personal Injury, and Advertising Injury
- $1,000,000 per occurrence for Property Damage
- $1,000,000 each occurrence and $2,000,000 project aggregate for Products and Completed Operations

Policy must include coverage for Contractual Liability and Independent Contractors.

Business Automobile Liability
Coverage must be afforded for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage in an amount not less than $1,000,000 combined single limit each accident.

If the Contractor does not own vehicles, the Contractor shall maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Cyber Liability
Coverage must be afforded under a Cyber Liability policy with limits not less than:
$2,000,000

Professional Liability/Malpractice
Coverage must be afforded under a Professional/Allied Health/Malpractice Liability policy with limits not less than:
- $1,000,000 each occurrence
- $1,000,000 annual aggregate

Workers' Compensation and Employer's Liability
Coverage must be afforded per Chapter 440, Florida Statutes. Any contractor performing work on behalf of the City must provide Workers' Compensation insurance in the amount not less than $1,000,000 per accident. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute.

The Contractor and its insurance carrier waives all subrogation rights against the City, a political subdivision of the State of Florida, its officials, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC00 03 13 Waiver of our Right to Recover from others or equivalent.

Contractor must be in compliance with all applicable State and federal workers' compensation laws, including the U.S. Longshore and Harbor Workers' Compensation Act or Jones Act, if applicable.

For any Contractor who has exempt status as an individual, the City requires proof of Workers' Compensation insurance coverage for that Contractor's employees, leased employees, volunteers, and any workers performing work in execution of this Contract.

If the Contractor has applied for a workers' compensation exemption, the City does not recognize this exemption to extend to the employees of the Contractor. The Contractor is required to provide proof of coverage for their employees, leased employees, volunteers and any workers performing work in execution of this Contract. This applies to all contractors including but not limited to the construction industry.

Contractors Pollution Liability Coverage (if Applicable)
For sudden and gradual occurrences and in an amount not less than $1,000,000 per claim arising out of this Contract, including but not limited to, all hazardous materials identified under the Contract.

Contractor must keep insurance in force until the third anniversary of expiration of this Contract or the third anniversary of acceptance of work by the CITY.

Property Coverage (Builder's Risk) (if Applicable)

Coverage must be afforded in an amount not less than 100% of the total project cost, including soft costs, with a deductible of no more than $25,000 each claim. Coverage form shall include, but not be limited to:

- All Risk Coverage including Flood and Windstorm with no coinsurance clause
- Guaranteed policy extension provision
- Waiver of Occupancy Clause Endorsement, which will enable the City to occupy the facility under construction/renovation during the activity
- Storage and transport of materials, equipment, supplies of any kind whatsoever to be used on or incidental to the project
- Equipment Breakdown for cold testing of all mechanized, pressurized, or electrical equipment

For installation of property and/or equipment, Contractor must provide Builder's Risk Installation insurance to include coverage for materials or equipment stored at the project site, while in transit, or while stored at a temporary location. Coverage limit must be no less than replacement cost.

This policy shall insure the interests of the owner, contractor, and subcontractors in the property against all risk of physical loss and damage, and name the City as a loss payee. This insurance shall remain in effect until the work is completed and the property has been accepted by the City.

Insurance Certificate Requirements

a. The Contractor shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than thirty (30) days prior to the start of work contemplated in this Contract.

b. The Contractor shall provide a Certificate of Insurance to the City with a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.

c. In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.

d. In the event the Contract term goes beyond the expiration date of the insurance policy, the Contractor shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The City reserves the right to suspend the Contract until this requirement is met.

e. The certificate shall indicate if coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the certificate will show a retroactive date, which should be the same date of the initial contract or prior.

f. The City shall be named as an Additional Insured on all liability policies, with the exception of Workers' Compensation.

g. The City shall be granted a Waiver of Subrogation on the Contractor's Workers' Compensation insurance policy.

h. The Contract, Bid/Contract number, event dates, or other identifying reference must be listed on the certificate.

The Certificate Holder should read as follows:
City of Riviera Beach
600 West Blue Heron Boulevard
Riviera Beach, FL 33404

The Contractor has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding the City as an Additional Insured shall be at the Contractor's expense.

If the Contractor's primary insurance policy/policies do not meet the minimum requirements, as set forth in this Contract, the Contractor may provide an Umbrella/Excess insurance policy to comply with this requirement.

The Contractor's insurance coverage shall be primary insurance as respects to the City, a political subdivision of the State of Florida, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officials, employees, or volunteers shall be excess of Contractor's insurance and shall be non-contributory.

Any exclusions or provisions in the insurance maintained by the Contractor that excludes coverage for work contemplated in this Contract shall be deemed unacceptable and shall be considered breach of contract.

All required insurance policies must be maintained until the contract work has been accepted by the City, and/or this Contract is terminated. Any lapse in coverage shall be considered breach of contract. In addition, Contractor must provide confirmation of coverage renewal via an updated certificate should any policies expire prior to the expiration of this Contract. The City reserves the right to review, at any time, coverage forms and limits of Contractor's insurance policies.

All notices of any claim/accident (occurrences) associated with this Contract, shall be provided to the Contractor's insurance company and the City's Risk Management office as soon as practical.

It is the Contractor's responsibility to ensure that all independent and subcontractors comply with these insurance requirements. All coverages for independent and subcontractors shall be subject to all of the requirements stated herein. Any and all deficiencies are the responsibility of the Contractor.

Y. SUSTAINABLE PROCUREMENT

It is the City's objective to be proactive regarding the environment, building community equity, for this project for now and into the future, while enhancing the urban landscape of downtown Riviera Beach, Florida. The City encourages sustainability in both the products and services it acquires. Firms are encouraged to clearly identify any solutions in their submittals that highlight these conditions, or a firm may propose a separate alternative solution, in a separate envelope marked "Sustainability Solution". The sustainable solution alternative submittal will meet the minimum performance, and delivery standards and should be supported by a life-cycle analysis calculation.

Z. PATENTS AND ROYALTIES

The Contractor, without exception, will indemnify and save harmless and defend the City, its officers, agents and employees from liability of any nature or kind, including but not limited to attorney's fees, costs and expenses for or on account of any copyrighted, patented or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the City. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the prices will include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work. This provision will survive the expiration or earlier termination of the contract.

AA. GOVERNMENTAL RESTRICTION

In the event that any governmental restrictions are imposed which would necessitate alteration of the performance of the services offered in this submittal prior to delivery, it will be the responsibility of the Respondent to notify the City at once. The City reserves the right to accept the alteration or to cancel the contract at no expense to the City.

BB. INSPECTION, ACCEPTANCE AND TITLE: (If Applicable)

Inspection and acceptance will be at delivery destination unless otherwise specified. Title and risk of loss or damage to all items will be the responsibility of the Contractor until accepted by the City.

CC. DRUG-FREE WORKPLACE

Preference shall be given to a business with Drug-Free Workplace (DFW) programs. Whenever two or more Submittals, which are equal with respect to price, quality, and service, are received by the City for the procurement of professional services, a submittal received from a business that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

Respondents must include with their submittal a signed Drug-Free Workplace Certification (Attachment A, Required Forms). This certification confirms that the respondent has implemented a Drug-Free Workplace program in accordance with F.S. 287.087.

DD. EQUAL EMPLOYMENT OPPORTUNITY

No Respondent shall discriminate against any employee or applicant for employment because of race, religion, age, color, sex or national origin, sexual orientation (including but not limited to City Code, Section 10-51, and 16.5-101), marital status, political affiliation, disability, or physical or mental handicap if qualified. Respondent shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment without regard to their race, religion, age, color, sex or national origin, sexual orientation, marital status, political affiliation, disability, or physical or mental handicap. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection of training, including apprenticeship. The Respondent agrees to post in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this non- discrimination clause.

The Respondent selected to perform work on a City project must include the foregoing or similar language in its contracts with any subcontractors or sub consultants, except that any project assisted by U.S. Department of Transportation funds shall comply with the non-discrimination requirements in Title 49 C.F.R. Parts 23 and 26. The subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause. Failure to comply with above requirements is a material breach of the contract, and may result in the termination of this contract or such other remedy, as the City deems appropriate.

EE. AUTHORIZED SIGNATORIES

All associated forms must be signed by one duly authorized to do so. The individual submitting shall be authorized to sign (electronically accept) this solicitation response on the behalf of the Respondent as indicated in the Certificate as to Corporate Principal, designation letter by Director/Corporate Officer, or other business authorization to bind on the behalf of the Respondent. No submittal will be accepted, for any reason whatsoever, which is not submitted to the City as stated above, within the specified time. Respondents must include with their submittal a signed Authorized Signatories (Attachment A, Required Forms).

FF. PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING - F.S. 287.05701

Respondents are informed that, under Section 287.05701 of the Florida Statutes (as amended), the City will not require or consider documentation of a respondent's social, political, or ideological interests when evaluating their responsibility. Additionally, the City's governing body is prohibited from favoring any respondent based on these interests.

GG. DISCLOSURE OF FOREIGN GIFTS AND CONTRACTS WITH FOREIGN COUNTRIES OF CONCERN:

In accordance with F.S. 286.101, as amended, by entering into a Contract or performing any work hereunder, the Respondent certifies that it has disclosed any current or prior interest, any contract, or any grant or gift received from a foreign country of concern if such interest, contract, or grant/gift had a value of $50,000 or more, or if it was in effect at any time during the past five (5) years.

HH. STATE OF FLORIDA DIVISION OF CORPORATIONS REQUIREMENTS:

It is the Respondent's responsibility to comply with all state and local business requirements. All corporations and partnerships must have the authority to transact business in the State of Florida and be in good standing with the Florida Secretary of State. For further information, contact the Florida Department of State, Division of Corporations.

The City will review the Respondent's business status based on the information provided in response to this solicitation. If the Consultant/Firm is an out-of-state or foreign corporation or partnership, the Consultant/Firm should obtain the authority to conduct business in the State of Florida.

II. TAXPAYER IDENTIFICATION FORM:

Prior to the execution of an agreement for the currently contemplated services, the selected Respondent will complete a Request for Taxpayer Identification Number and Certification Form (IRS Form W-9). The City will not make payment against the agreement until it has received the properly completed form.

JJ. PERMITS AND LICENSES: (If Applicable)

Respondent will obtain, at their own expense, all permits and licenses required by law or ordinance as indicated in this solicitation and maintain the same in full force and effect throughout the Term of the Agreement. Any changes of the licenses or permits will be reported to the City within ten (10) Business Days of the change.

Failure to obtain and maintain all permits and licenses, including but not limited to any permit or license which may in the future be required by the City to engage in the business of Transportation Services in Palm Beach County, will constitute an event of default.

KK. CERTIFIED PAYROLL REQUIREMENTS: (If Applicable – Use for Federal Procurements)

In accordance with Davis Bacon and related federal requirements, the Contractor will submit certified payroll with supporting documentation for all employees (workers) including subcontractors that perform services under this agreement. The City will review and approve payrolls and supporting documentation submitted by the Contractor. The City will work with the Contractor to resolve payroll related issues, interview employees/workers, and follow-up as necessary to ensure information provide is accurate. The City will ensure restitution due to underpaid workers has been paid prior to project completion and issuance of final payment to Contractor is made.

LL. COMMERCIAL NON-DISCRIMINATION:

It is the policy of the City not to enter into a contract or to be engaged in business relationship with any business entity that has discriminated in the solicitation, selection, hiring or commercial treatment of Consultants/Firms, suppliers, subcontractors or commercial customers on the basis of race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity or expression, disability, or genetic information, or on the basis of any otherwise unlawful use of characteristics regarding the Consultant's/Firm's supplier's or commercial customer's employees or owners; provided that nothing in this policy shall be construed to prohibit or limit otherwise lawful efforts to remedy the effects of discrimination that have occurred or are occurring in relevant marketplace for Palm Beach County.

MM. FINANCIAL / BUSINESS STABILITY: (If Applicable)

Include Offeror's three (3) most recent audited financial statements including your organization's latest balance sheet and income statement. If audited financial statements are not available, include a letter from your certified public accountant verifying how the financial statements were prepared.

Indicate whether your company or other members of the team is currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity. If so, specify date(s), details, circumstances, and prospects for resolution.

NN. PERSONAL INVESTIGATION

Respondents will satisfy themselves by personal investigation and by such other means as they may think necessary or desirable, as to the conditions affecting the proposed work and the cost. No information derived from maps, plans, specifications, or from the Engineer, City Manager, or their assistants will relieve the Respondent from any risk or from fulfilling all terms of the contract.

OO. NON-COLLUSSION

Respondent shall complete and submit the Non-Collusion Affidavit Form located in **Attachment "A"** – Respondent's Required Forms package, to their best knowledge, any Riviera Beach officer or employee, or any relative of any such officer or employee as defined in Section 112.3135(1) (c), Florida Statutes, who is an officer or director of, or has a material interest in, the supplier's business, who is in a position to influence this procurement. Any Riviera Beach officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement. For purposes hereof, a person has a material interest if he/she directly or indirectly owns more than five percent (5%) of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this Respondent.

Failure of a Respondent to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

Respondent, if doing business under an assumed name, i.e., an Individual, Association, Partnership, Corporation, or otherwise, shall be registered with the Florida Department of State, Division of Corporations.

PP. CONFLICT OF INTEREST DISCLOSURE FORM

All Respondents MUST disclose with their submittal the name of any officer, director, agent, or any relative of an officer, director or agent who is also an employee of the City. Further, all Respondents must disclose the name of any City employee who owns, directly or indirectly, an interest of five percent (5%) or more in the Respondents firm or any of its subsidiaries.

QQ. PRICE PROPOSAL INFORMATION: (If Applicable)

All pricing should be identified on the Cost Proposal page provided in this RFQ. No additional costs may be accepted, other than the costs stated on the Cost Proposal page. Failure to use the City's Cost Proposal page and provide costs as requested in this RFQ may deem your proposal non-responsive. Respondent must quote a firm, fixed price for all services stated in the RFQ. All costs including travel shall be included in your proposal. The City shall not accept any additional costs including any travel associated with coming to the City of Riviera Beach.

Prices proposed shall be valid for at least One-Hundred and Twenty (**120**) days from time of RFQ opening unless otherwise extended and agreed upon by the City and respondent.

RR. RELATED EXPENSES/TRAVEL EXPENSES:

All costs including travel are to be included in your submittal. The City will not accept any additional costs.

SS. RESPONDENT'S COSTS:

The City shall not be liable for any costs incurred by respondents in responding to this RFQ. All expenses involved with the preparation and submission of submittals, or any work performed in connection therewith, shall be the sole responsibility (and shall be at the sole cost and expense) of the Respondent, and shall not be reimbursed by the City.

TT. DEBARMENT AND SUSPENSION (CERTIFICATION REQUIRED): (Add if Federally Funded)

The Respondent(s) certifies, by submission of a submittal in response to this solicitation, that neither it nor its principals and subcontractors are presently debarred or suspended by any state, local or federal department or agency.

UU. HUMAN TRAFFICKING AFFIDAVIT:

Respondent warrants and represents that it does not use coercion for labor or services as defined in Section 787.06, Florida Statutes. Respondent has executed Attachment A, Required Forms, Nongovernmental Entity Human Trafficking Affidavit, which is attached hereto and incorporated herein by reference.

VV. ADDITIONAL APPENDICES - ADDITIONAL INFORMATION:

Information considered by the respondent to be pertinent to this project and which has not been specifically solicited in any of the aforementioned sections may be placed in a separate appendix section. Respondents are cautioned, however, that this does not constitute an invitation to submit large amounts of extraneous materials. Appendices should be relevant and brief.

HERA
PROPERTY REGISTRY

REQUEST FOR QUALIFICATIONS
SOLICITATION NO. 1186-RFQ-25-4
VACANT PROPERTY REGISTRATION

Date Issued:
September 17, 2025

Submission Date:
October 2, 2025

Deadline Date:
October 3, 2025

Proposal Submitted By:
HERA Property Registry, LLC
1917 S. Harbor City Blvd.
Melbourne, FL 32901
321-234-5303
www.heraregistry.com

Contact Person:
Clifford J. Johnson
Phone: 321-501-9903
Email: cjohnson@heraregistry.com

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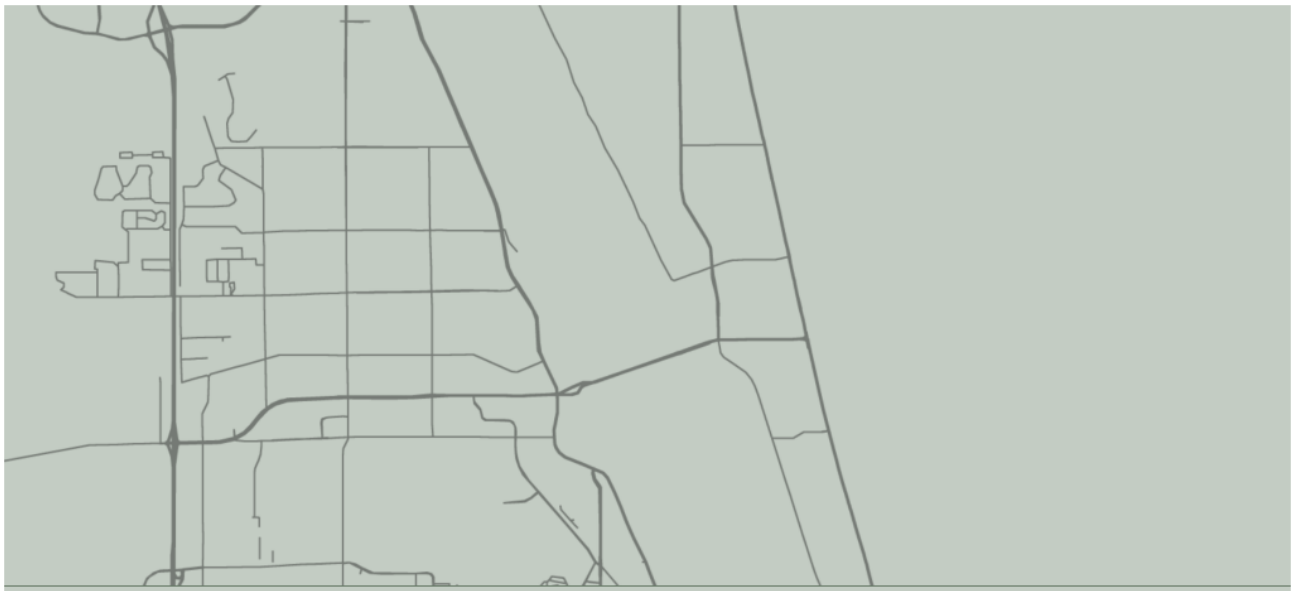
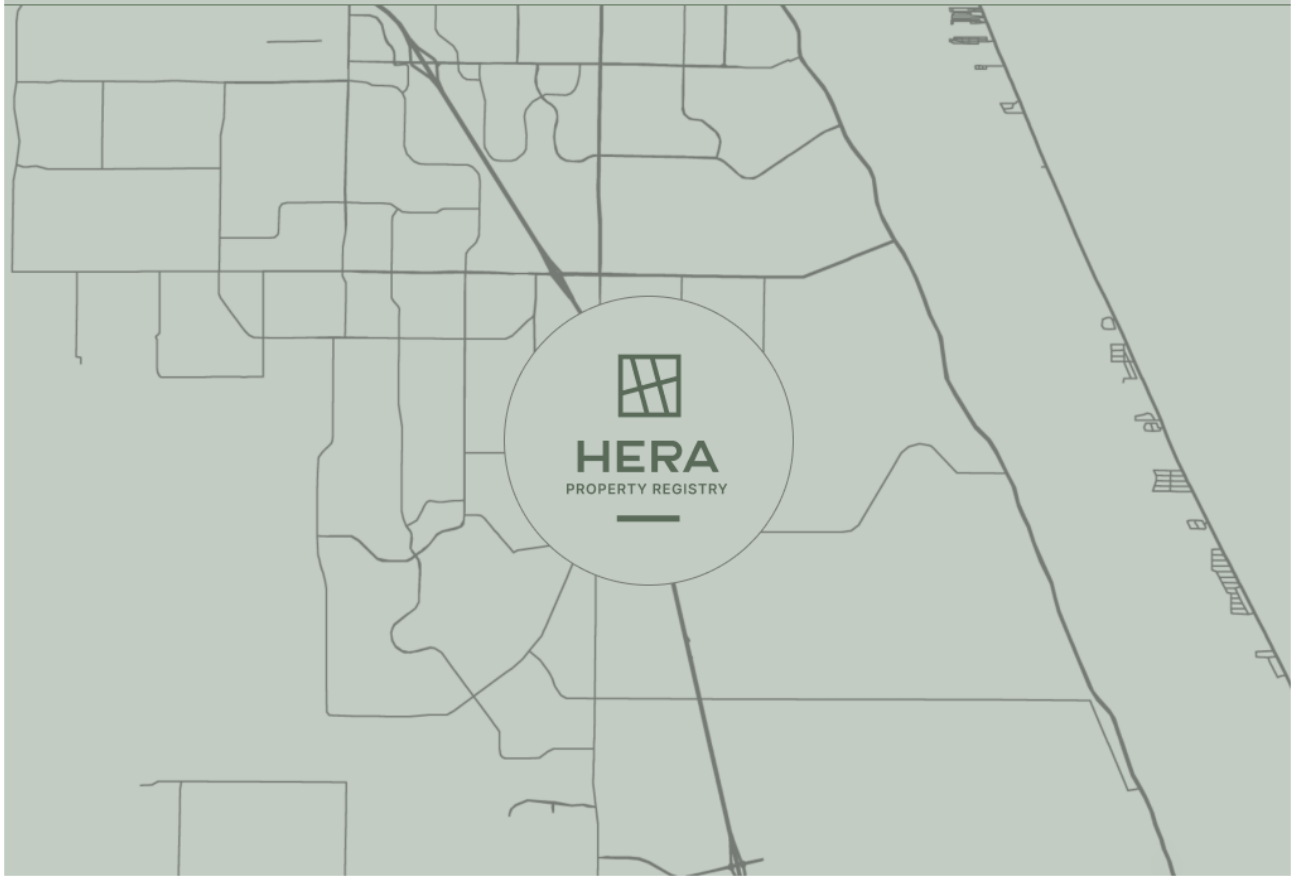


1. EXECUTIVE SUMMARY



HERA
PROPERTY REGISTRY

1917 S HARBOR CITY BLVD.
MELBOURNE, FLORIDA 32901
(321) 234-5303
HERAREGISTRY.COM

Executive Summary
October 2, 2025

Alex Massari
City of Riviera Beach Procurement Department
1481 West 15th Street
Riviera Beach, FL 33404

RE: RFQ No. 1186-RFQ-25-4
Vacant Property Registration

Dear Mr. Massari,

HERA Property Registry, LLC ("HERA") is pleased to express our interest in managing the project as outlined in the above-referenced RFQ for management of your property registration services in accordance with Ordinance No. 4024, as amended (the "Services"). We are confident in our ability to comply with the requirements specified in the RFQ and committed to providing all necessary services to maintain an application for mortgagees and/or their agents for the registration of properties in default or foreclosure in accordance with the City's requirements.

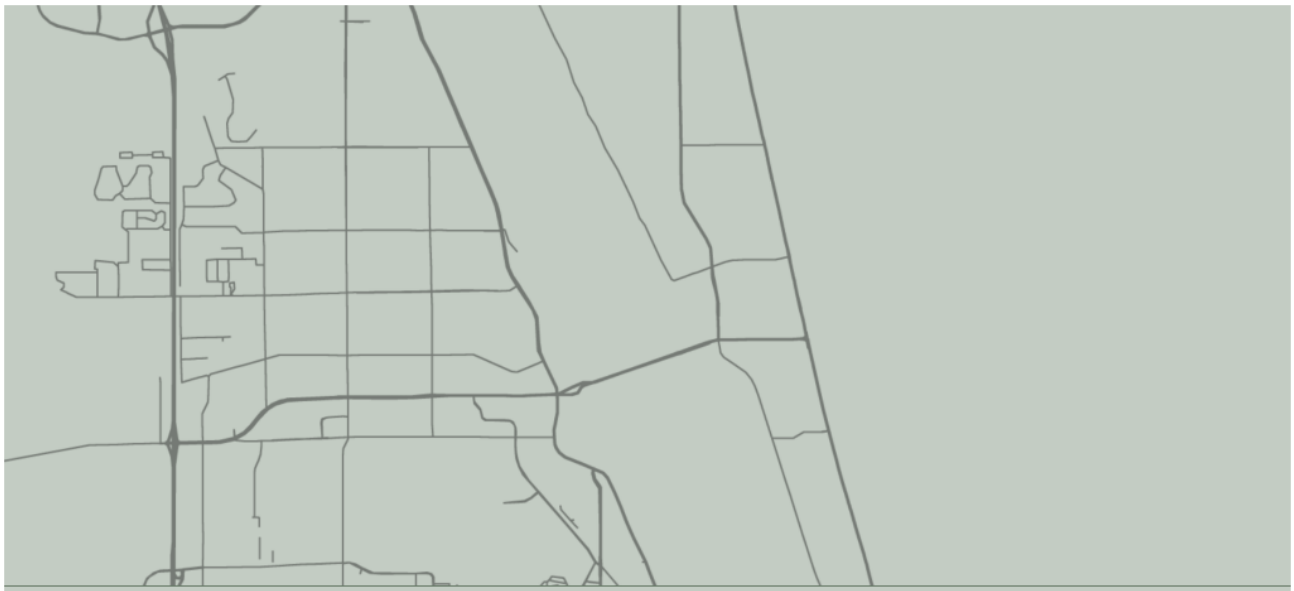
HERA offers property registration services nationwide to over 190 local governments for foreclosure and vacant property registration and/or enforcement. In Florida alone, we have 30 contracted communities, including unincorporated Palm Beach County and 5 Palm Beach County incorporated areas, as well as the Cities of Jacksonville and Miami. Our services are provided with no upfront expenses, as they are funded through registration fees received from responsible parties.

HERA is prepared to execute the City's standard Professional Services Contract, if selected.

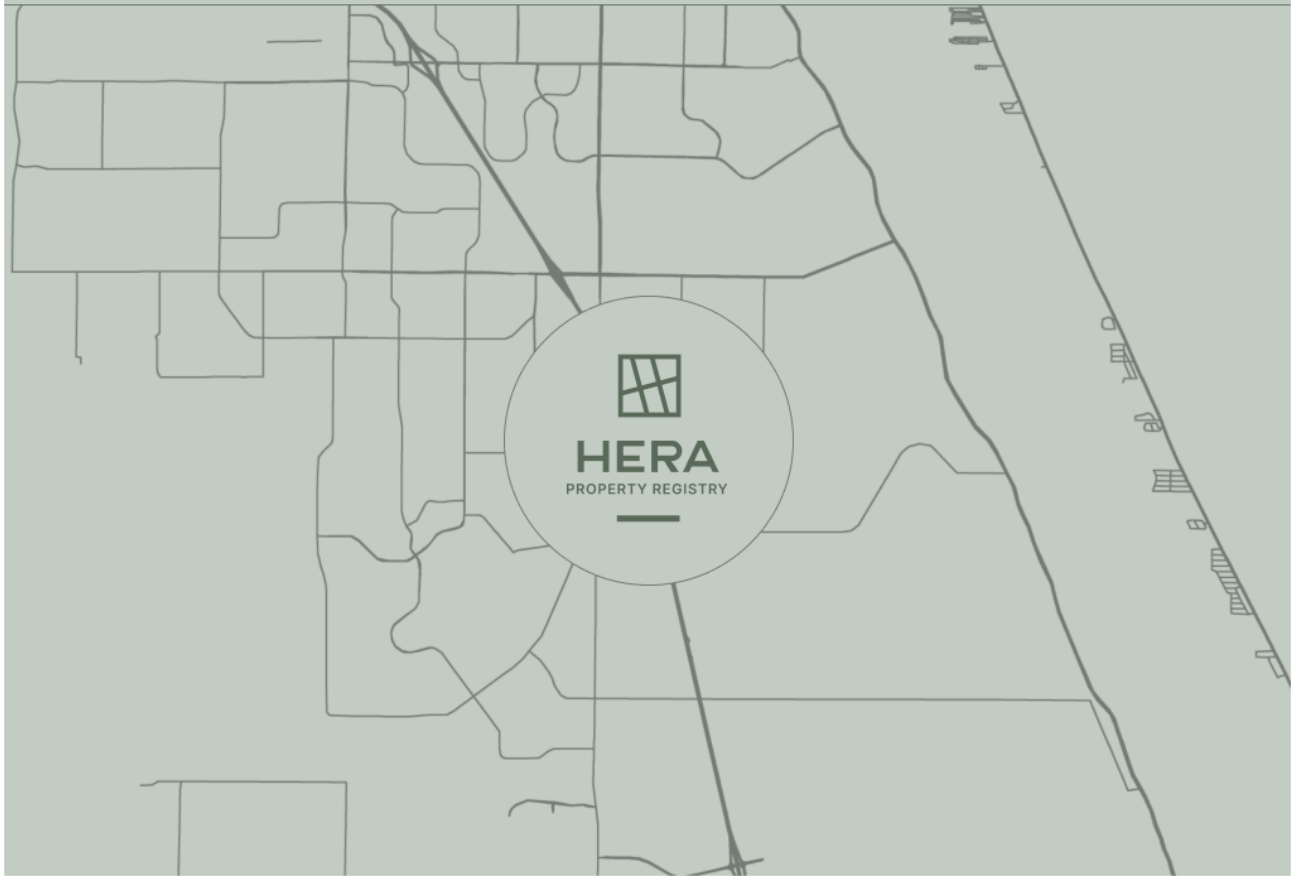
We appreciate your consideration of HERA Property Registry for this project and look forward to the opportunity to collaborate with you.

Respectfully,

Clifford J. Johnson, Esq.
CEO and Designated Contact
Phone: (321) 501-9903
Email: cjohnson@heraregistry.com



2. EXPERIENCE / QUALIFICATION / BACKGROUND / REFERENCES INFORMATION



A. Prior Experience, Qualifications, and Background

HERA is located at 1917 S. Harbor City Blvd., Melbourne, Florida, and is responsible for providing comprehensive foreclosure property registration services, including online registration, data collection and analysis, support and training, reporting, and customer service. HERA's senior management team has decades of extensive experience. HERA is the only vendor that has experience working with registries with populations in excess of one million residents. Since 2012, our Team of professionals are dedicated exclusively to our government clients and has an aggregate of 100+ years of experience administering property registration programs, specifically foreclosure and vacant property registration, for communities across the country.

HERA currently has active contracts with 191 communities nationwide including, but not limited to, Florida, Delaware, New Jersey, Illinois, Michigan, New York, Ohio, California, and Pennsylvania. Our current client list is included in Exhibit A.

CJ Johnson, HERA's CEO, has worked with many municipalities across the country developing best practice real property registration ordinances and programs and is one of the most experienced real property registration attorneys nationwide. Through our work with real property registration programs, we have developed an extensive database of over 30,000 responsible parties including mortgagees, trustees, mortgage servicers, and property servicers. HERA also purchased all historical registration data to ensure completeness of records for a smooth transition. As an attorney and founder of Break Point Law, since 2018, CJ has conducted tens of thousands of code enforcement hearings for foreclosure registration violations boosting compliance rates for client foreclosure registries to upwards of 90%.

1. Proprietary Software Platform

HERA offers a user-friendly online registration system, designed with a straightforward government user interface that local staff will find intuitive and easy to navigate. Owned by HERA, the platform ensures the timely provision of real property foreclosure information, with monthly data uploads to the registry. HERA uses multiple data sources to identify all properties in the City that have an obligation to register and provides all relevant information required by the City's ordinance. Using their proprietary software, HERA provides a web-based electronic registry and fee payment system for property registration, collection of registration fees, tracking of properties with obligations to register, updating information, notifications to responsible parties, and reporting tools. All registration data is analyzed against existing data, the City of Rivera Beach ordinance, and approved and updated daily. HERA integrates data from all sources into one comprehensive registration database. HERA's database collects all registration fees and will transfer all registration fees coupled with a comprehensive monthly report to the City.

HERA employs two full-time IT professionals who constantly monitor and maintain the integrity and safety of its proprietary platform.

2. Experience With Foreclosure Data In Particular

Since inception, HERA's platform analyzes every foreclosure listing and associated filings nationwide, including initial filings, foreclosure judgments, assignments of mortgage, various types of deeds, and transfers in ownership. Our platform analyses foreclosure and associated property activity for the City and captures a record of every foreclosure case since the ordinance effective date. This information is then compared against the City ordinance to ensure only the properties with an obligation to register are displayed. We record whether the listing is active and include all information in the filing including the property address, trustee, servicer, mortgagee, property preservation company, and most importantly any assignments of mortgage and deeds that either end the obligation or send the property to REO status. The result is a holistic view of foreclosure activity for each individual property. Our proprietary platform allows the City staff the ability to update ownership, mortgage, agent, account status, and other various fields on demand or with the help of HERA's customer service team.

We are confident that HERA's proprietary user-friendly platform will provide the City access to the most current and accurate foreclosure data available.

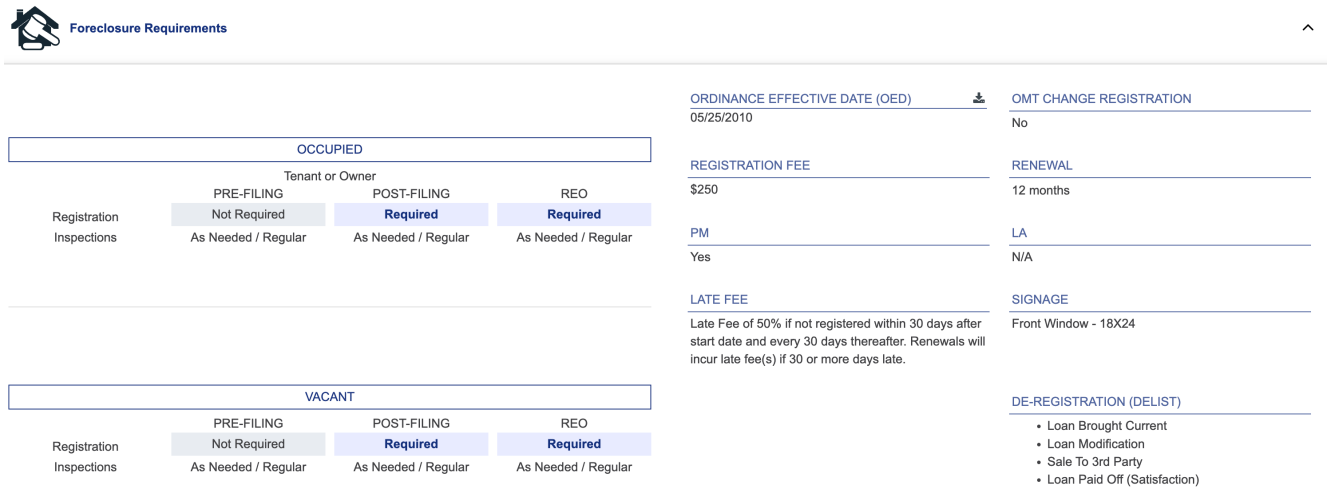
The foreclosure process involves a series of intricate stages over a longer period, including legal filings, court proceedings, and multiple documentation requirements. Our system is designed to handle these prolonged processes with precision and reliability.

This process is governed by numerous regulations and legal requirements that vary by jurisdiction and case. Effective monitoring and management of the foreclosure process requires highly experienced legal and knowledge of municipal administrative policies to accurately navigate these complexities to ensure compliance.

3. Experience With Municipal Ordinance Information

HERA has extensive experience with municipal ordinances and all the various registration requirements obligating a mortgagee to register. Below is an example of the City of Jacksonville's ordinance requirements and how it is displayed in the HERA proprietary system.

(Confidential)



4. References Information

City of Boynton Beach, Florida

100 E. Ocean Ave., Boynton Beach, FL 33435
Contact: Candice Stone, Director, Code Enforcement
Email: StoneC@bbfl.us Phone: 561-742-6124

Since October 16, 2023, we have partnered with the City of Boynton Beach, Florida, to administer its property registration program for mortgage-defaulted properties, in alignment with the City's property registration ordinance. Our collaboration has included:

- Registering properties in default in accordance with municipal requirements
- Collecting property registration data and registration fees
- Advising on the potential expansion of registration requirements to include vacant properties

A dedicated staff of five ensures the accuracy and integrity of the City's registration data, delivers responsive customer service to both registering and municipal stakeholders, and proactively communicates with responsible parties regarding their registration obligations.

City of West Palm Beach, Florida

401 Clematis St., West Palm Beach, FL 33401
Contact: Mark Joyce, Community Improvement Manager
Email: mjoyce@wpb.org Phone: 561-822-1473

We began our partnership with the City of West Palm Beach, Florida, on September 6, 2023, to administer its property registration program for both foreclosed and vacant properties, in accordance with the City's ordinance requirements. Our responsibilities include:

- Registering properties in foreclosure or identified as vacant
- Maintaining accurate and up-to-date registration data
- Supporting code enforcement efforts through reliable data access

City code officers actively rely on our data to identify properties subject to registration and to enforce compliance with vacant property registration requirements. Our team of five support analysts plays a key role in facilitating enforcement and ensuring property owners meet their obligations.

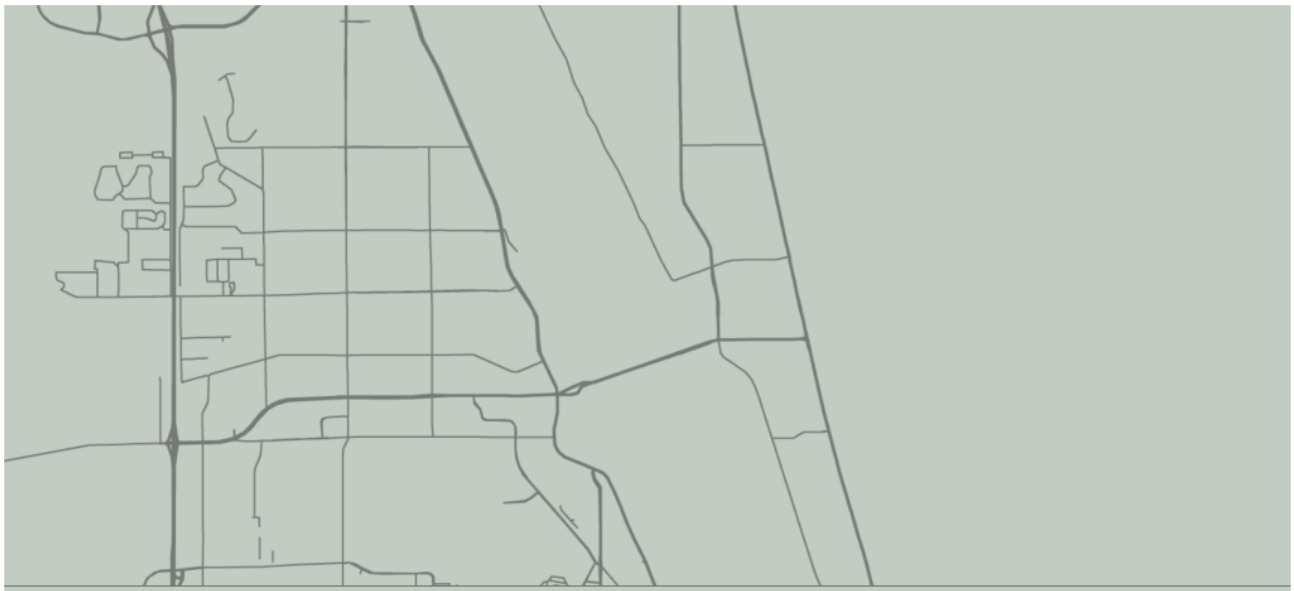
City of Jacksonville, Florida

214 N. Hogan St., 7th FL, Jacksonville, FL 32202
Contact: Robert Ownby, Housing Property Administrator
Email: rownby@coj.net Phone: 904-255-8283

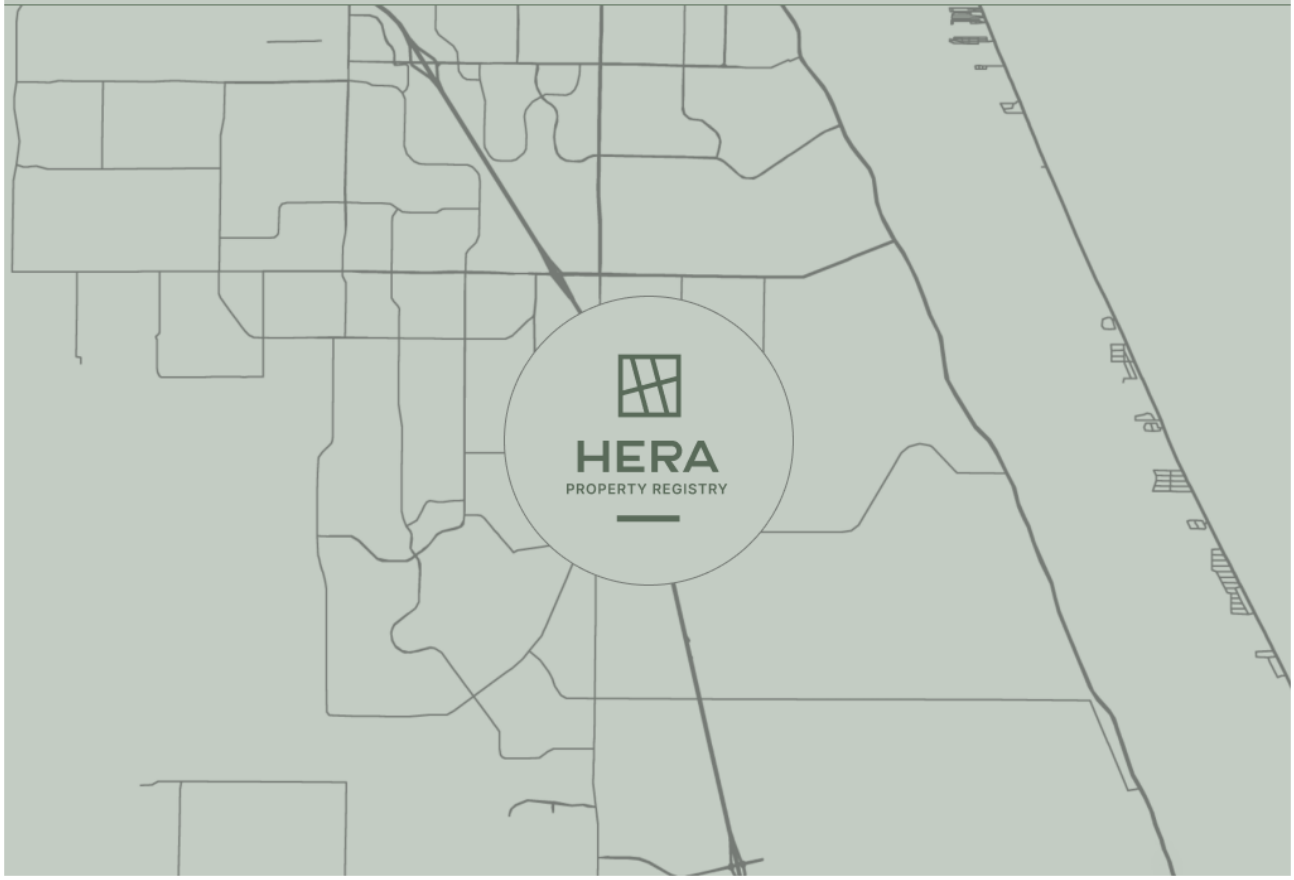
In July 2023, we entered into a contract with the City of Jacksonville, Florida, to resume administration of its property registration program. Under this agreement, we register properties undergoing foreclosure in full compliance with Jacksonville's Foreclosure Property Registration Ordinance. Our services include:

- Collecting and securely storing property registration data
- Monitoring and reporting noncompliant registrations
- Managing the monthly collection and remittance of registration and late fees

Since the inception of our partnership, we have successfully processed over 4,500 property registrations. Our full staff is committed to maintaining the integrity of the City's data, delivering responsive customer service to both registering entities and municipal users, and proactively notifying responsible parties of their registration obligations.



3. PROJECT APPROACH / UNDERSTANDING INFORMATION



A. Outline of Tasks for Project Approach

The tasks outlined below, as well as others, are performed in HERA's 8-step process.

1: Web-Based Electronic Database
- HERA owns and maintains a web-based electronic database of searchable property records which allows mortgage holders and responsible parties to register required properties and online payment of registration fees
- During the onboarding process, HERA collects all necessary information to implement the City's property registration ordinance, including information requested in our Onboarding Memorandum and Due Diligence spreadsheet

2: Identification of Responsible Party
- HERA monitors foreclosure filings and mortgage default activity
- Identifies the mortgage holder or responsible party obligated to register

3: Notification to Mortgage Holder
- Mortgage holder is notified within ten (10) days of default filing
- Notification includes registration obligation details pursuant to City's Ordinance

4: Access to Registration Portal
- Mortgagee receives secure login credentials to access the HERA online portal
- Instructions and training are provided to facilitate registration

5: Government Training
- All government users are provided with username and password to log in to HERA's platform
- In addition to a step-by-step tutorial on using HERA's platform, all government users are also provided the opportunity for group or one-on-one training

6: Reporting
- HERA's online platform is accessible to government users 24/7 where they can access registration and payment reports for download
- City staff have real-time access to monitor registration status

7: Collection and Remittance of Registration Fees
- HERA collects registration fees through payment on the HERA platform
- HERA sends the net remittance to the City by the 15th of every month for the previous month

8: Historical Data
- HERA is in possession of the City's historical data from their prior program administrator
- HERA includes all properties with an active foreclosure filing in the property data and will collect on past obligations as directed by the City

9: Noncompliant Properties
- HERA tracks all data for registered and unregistered properties
- Noncompliance reports are available to City staff on demand and by request

10: Financial Accounting
- All registration payments are accepted and tracked through the platform and financial reports are available for City staff on demand or by request
- HERA provides a monthly net remittance report depicting all registered properties and related information

11: Continued Monitoring
- Property data is continuously monitored for status updates
- HERA issues compliance reminders or updates to mortgage holders as necessary.
- City staff can view property registration history, inspections, and outstanding issues.
- HERA will provide a monthly net remittance report

12: Monthly Remittance
- HERA receives all registration payments through HERA's registration platform and remits the agreed upon Fee Percentage per registration in a monthly net remittance

Step 1 — Due Diligence

As part of our onboarding process, HERA's onboarding team conducts a comprehensive Due Diligence review with all prospective clients to ensure a smooth and efficient implementation. This process includes the collection and analysis of retroactive registration data for import into our system, verification and review of the enacted ordinance, and confirmation of registration fees by property type. We also assess the municipality's late fee structure, exemption criteria, refund policies, inspection requirements, and remittance procedures.

Example of Due Diligence Worksheet
(Confidential)

ITEM NO.	ITEM DESCRIPTION	FORECLOSURE	VACANT
1	**Ordinance Reference (Ordinance No. or Code Reference)**	Ordinance No. _____	Ordinance No. _____
2	**Ordinance Effective Date**	Date of acceptance of new ordinance	Date of acceptance of new or
3	**Ordinance Amendment Dates**	None	None
4	**Effective Date for Registrations with HERA**	Within 30 days of Hera's acceptance of the fully executed contract	Within 30 days of Hera's acceptance of the fully executed contract
5	**Registration Fee**	$300.00	$300.00
6	**Late Fee**	10% of Registration fee after 30 days, every 30 days	10% of Registration fee after 30 days, every 30 days
7	**Registration Triggers**	Within 10 days of filing a foreclosure action; REO Properties	Within 10 days of the property becoming Vacant
8	**Renewal**	Semi-Annually	Semi-Annually
9	**Organization Exemptions**	Governmental entities (HUD, VA, USDA Rural Development)	None
10	**Property Exemptions**	None	Vacant Lots
11	**Information Update**	Change of Information required within 10 days of change	Change of Information required within 10 days of change
12	**OMT / Owner Change**	Update of information; new registration not required	Update of information; new registration not required
13	**Refund Policy**	Non-Refundable	Non-Refundable
14	**Inspections**	Every 30 days from filing of foreclosure action	Regular inspections required
15	**Does HERA have Existing Assessor Property Data? (Yes / No)**	Yes	Yes
16	**Existing Community Registrations? (Yes / No. If yes, data to be provided in Hera's spreadsheet format.)**	No	TBD
17	**Previous Program Administrator Registrations? (Yes / No. If yes, data to be provided in Hera's spreadsheet format.)**	Yes	No
18	**Remittance Process (all registration fees to be received by HERA)**	Net remittance by the 15th day following the month then ended	Net remittance by the 15th day following the month then ended

Step 2 — Onboarding Memorandum

Upon completion of the Due Diligence process and full execution of the contract, HERA initiates the formal onboarding phase. At this stage, we distribute an Onboarding Memorandum to be completed by the designated community representative. This document captures essential implementation details to ensure a seamless transition.

During onboarding, HERA sets up secure login credentials for all municipal staff members who will access the registration platform. We also collect key information, including the primary point of contact for the program, remittance preferences, and the designated recipient for monthly remittance payments. In addition, we request a signed copy of the registration ordinance and fee schedule, contact information for the utility department (if also registering vacant properties), any retroactive registration data, and records or points of contact related to any prior registration administrator.

HERA
PROPERTY REGISTRY

1917 S. Harbor City Blvd.
Melbourne, FL 32901
(321) 234-5303
heraregistry.com
vpro@heraregistry.com

ONBOARDING MEMORANDUM

TO: COMMUNITY, ATTN: CONTACT
FROM: HERA PROPERTY REGISTRY, LLC
Eileen Hornbake, ehornbake@heraregistry.com
(321) 234-5303, ext. 111
RE: COLLECTION OF ONBOARDING INFORMATION

Welcome aboard! We're excited to collaborate with the COMMUNITY to manage your property registration program. Let's get started with the onboarding process. Kind please provide us with the following details.

1. Primary Point of Contact / Responsible Party: Who will oversee the propert registration program? Kindly share their name, email, and phone number.
2. Net Remittance Payment:
The contact information to whom and where the Net Remittance Payment be mailed:
Attn:
Street Address 1:
Street Address 2:
City, State, Zip:
3. Monthly Invoice and Net Remittance Report: Names and email addresses will receive the emailed Monthly Invoice and Net Remittance Report.
4. Access to Property Database: Please list the names, emails, and phone nu of authorized staff members who will use the property registration databas searches, information retrieval, and report generation.
5. Documentation: Please provide a certified copy of your final approved reg ordinance, with all revisions and resolutions since original enactment.
6. Fee Schedule: Please provide the most recent registration fee charges wh correspond to the ordinance provided and the most recently approved Fee Schedule, if applicable.
7. Consent to Branding: COMMUNITY hereby consents to the use of COMMU logo and brand and shall provide to us in a JPEG/ PDF format. HERA may u

HERA
PROPERTY REGISTRY

1917 S. Harbor City Blvd.
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(321) 234-5303
heraregistry.com
vpro@heraregistry.com

logo and branding to properly identify and personalize COMMUNITY'S registration site and correspondence to responsible parties, mortgagees, and property owners. Please indicate "Consent granted" or "Consent NOT granted."

8. Utility Department Contact: [if vacant property registration required]
Please provide the name, email address and phone number of someone in the local utility services department who can provide shut-off and/or cancellation of services information.
9. Previous Registrations: To the best of your knowledge, please provide information regarding any registrations that have been made directly to your community or with a prior program administrator as outlined in the spreadsheet provided. Please return the spreadsheet to us within 14 days. Please indicate "Not applicable" or "Spreadsheet to be provided."
10. Late Fees: Late fees will be assessed beginning ____ days after effective date of registrations with HERA.
11. Organization Exemptions: Standardly, government entities HUD, VA, USDA Rural Development, are exempted from registration fees. Please indicate whether FNMA and FHLMC should also be exempted.
12. Historical Prochamps Data: We can continue existing property registrations that are still active as of Hera's Effective Date; Any registration periods active as of Hera's Effective Date will be registered and collected; Any previous periods will be marked as paid and not collected. OR We delete all existing data and start fresh as of Hera's Effective Date. Please indicate your preference.

Once everything has been completed, please sign below and return to ehornbake@heraregistry.com. Thank you for your assistance in implementing your registration program!

Information provided on: [Date]

Signed by Community

Accepted and Approved by:

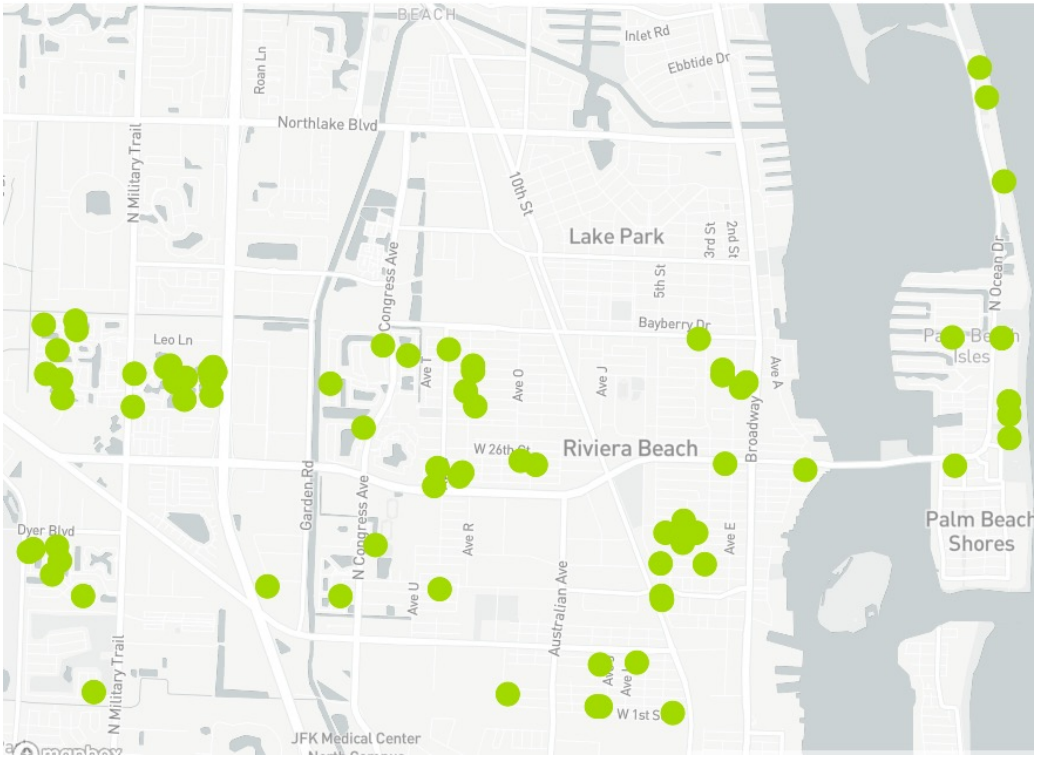
Hera Property Registry

Example of all pages of Onboarding Memorandum (Confidential)

Step 3 — Identification of Responsible Party

- We review the City's Ordinance for their Foreclosed and Mortgaged Real Property Registry, identify all past and current registrable properties in the City through our data mining platform and analysis process, and create a database containing all properties with an obligation to register
- Review the City's ordinance to ensure compliance with local and state laws; make recommendations for a best practice ordinance if necessary
- Use multiple data sources, including third-party providers, to identify all properties in the City that have an obligation to register and provide all relevant data for the properties (including properties that meet the registration criteria at the time services are contracted)
- Provide custom data clean-up and data migration from the City's existing registration system to be uploaded by the HERA team
- HERA integrates data from all sources into one comprehensive registration database
- Using their proprietary platform, HERA provides a web-based electronic registry and fee payment system for property registration, collection of registration fees, tracking of properties with obligations to register, updating information, and reporting tools
- Upon request HERA can provide projections related to estimated annual foreclosures, registrations and fees to be collected for the upcoming fiscal year. HERA can provide the projections by the first of February of the current fiscal year, in accordance with the City's interlocal agreement.
- For illustrative purposes, we have preliminarily identified approximately 95 foreclosures filed in the previous 12 months for City of Rivera Beach.
  See graphic below:

City of Riviera Beach Foreclosure Snapshot for Previous 12 Months (Confidential)

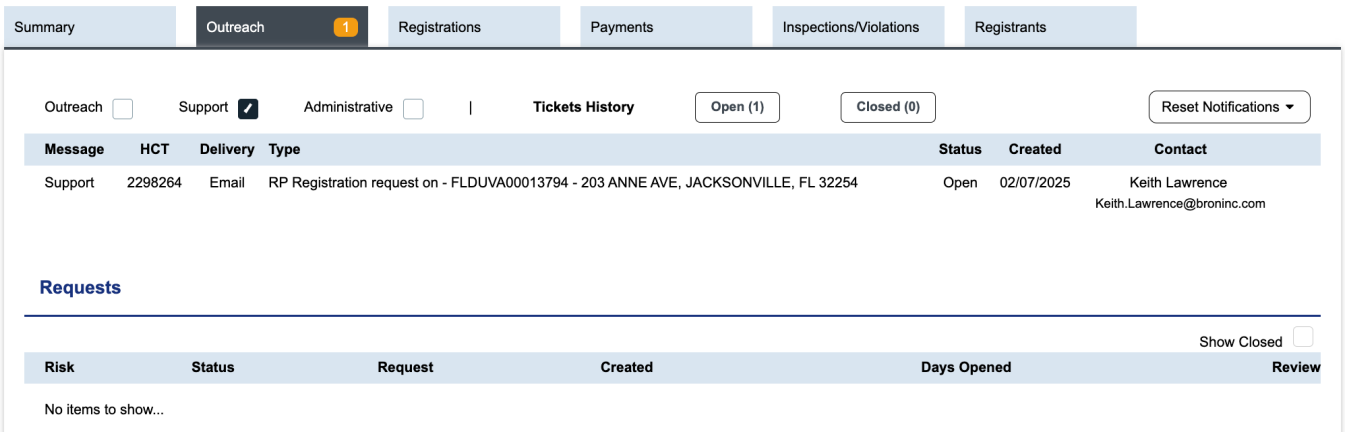


Step 4 – Notification of Mortgage Holder

Outreach View

Upon identification of the responsible party under the applicable Ordinance, HERA proactively notifies the mortgagee, servicer, or their designated registrant of their registration obligations. Notification is issued within thirty (30) days of the mortgagee declaring the mortgage to be in default. HERA also provides comprehensive instruction, training, and customer service to ensure that responsible parties can successfully complete the registration process in full compliance with City requirements.

Sample Depiction of Outreach Notifications (Confidential)



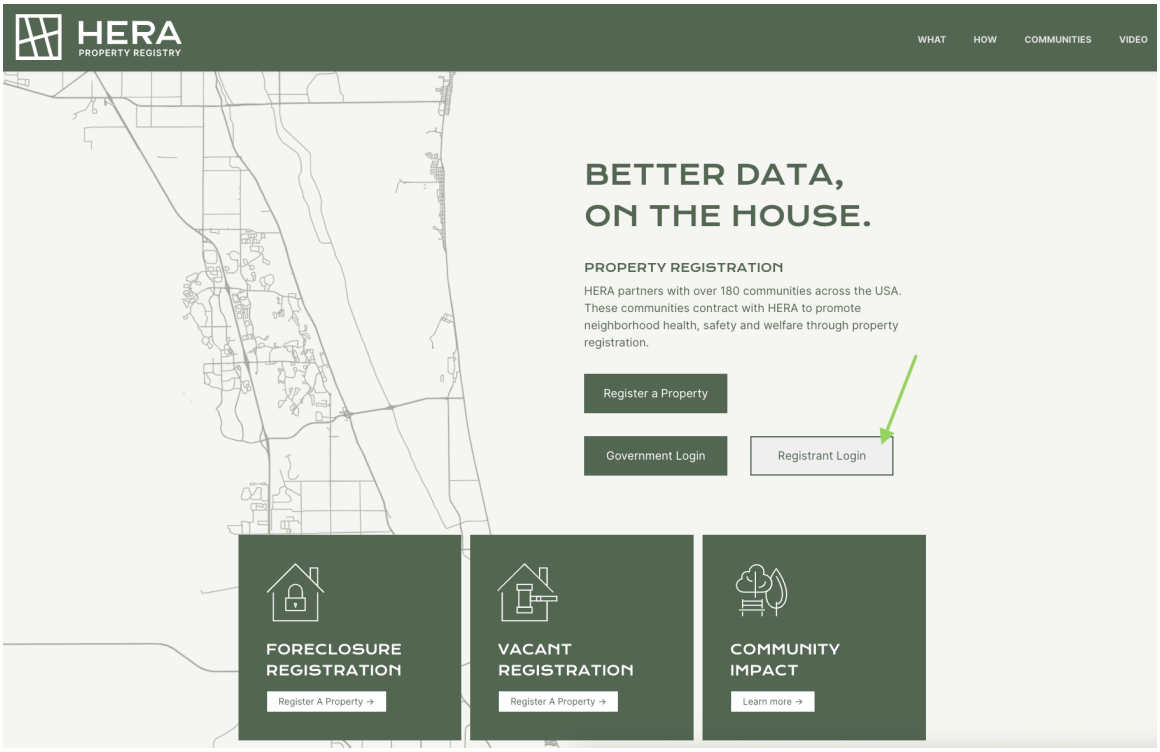
Notification email

As part of HERA's compliance enforcement and registration outreach process, a formal notification email is issued to all mortgage holders identified as responsible for properties that are currently non-compliant with local registration ordinances. This communication is generated using verified public records and historical data to ensure accuracy. The email outlines the properties requiring registration, provides a secure link to view a complete list of non-compliant properties, and specifies the total balance due, including any applicable fees or penalties. Registrants are given a 30-day window from the date of notice to resolve outstanding obligations. Payment instructions are provided for check, ACH, or wire transfer. The notice also includes clear instructions for disputing responsibility, submitting transfer of liability documentation, or completing deregistration, all of which must be executed under penalty of perjury. This notification process ensures legal compliance while offering registrants a transparent and efficient path to resolution.

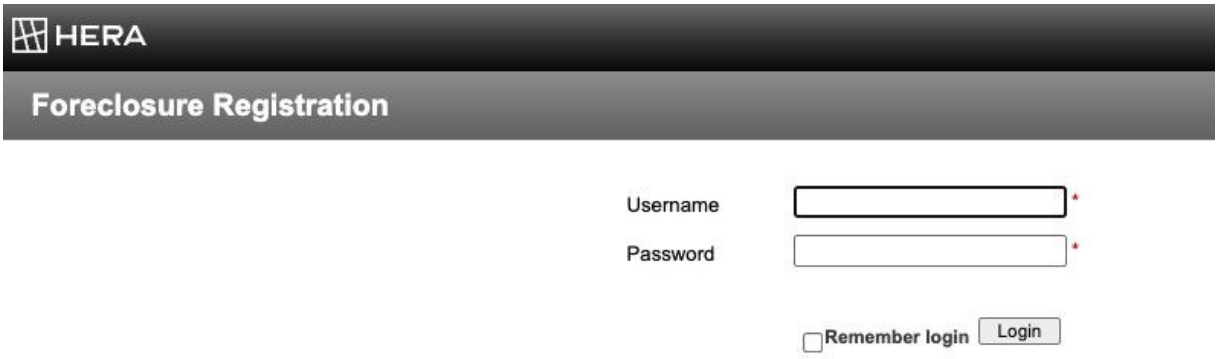
Step 5 – Access to Registration Portal

As part of the onboarding process, HERA provides secure login credentials to all mortgagees, servicers, and responsible parties required to register properties under the applicable ordinance. Each user is granted access to our web-based registration portal, which is customized to reflect the City's ordinance, fee schedule, and compliance requirements. To ensure a seamless user experience, HERA offers step-by-step guidance, system tutorials, and live customer support to assist registrants throughout the process. Our team also provides training materials and personalized assistance as needed to ensure that each registrant understands how to complete submissions, designate local property managers, update property information, and maintain compliance within the platform.

Sample Depiction of Registration Portal (Confidential)



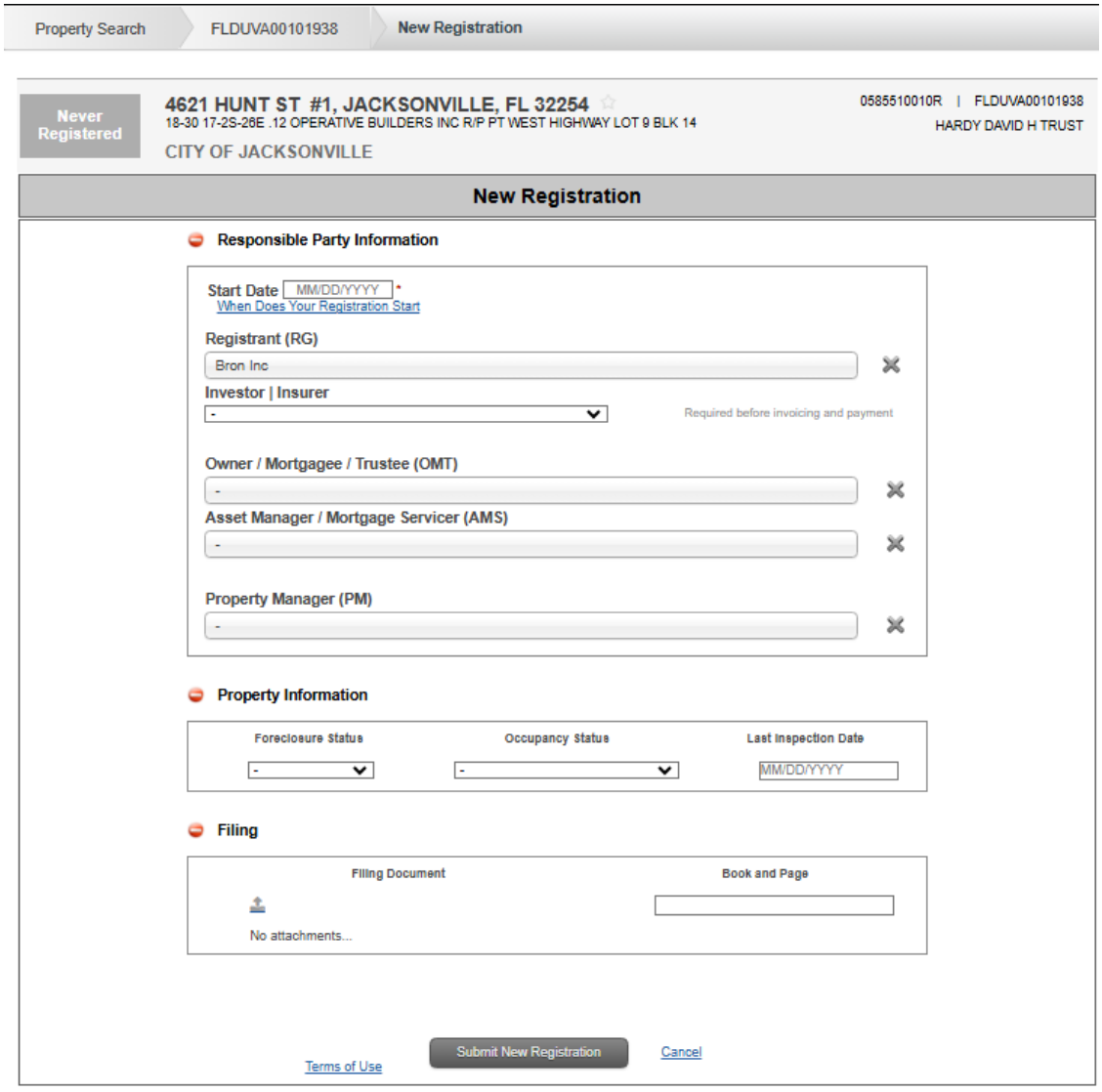
Sample Depiction of the Registration Login Page (Confidential)



Step 6 — Registration Submission

Through HERA's secure online portal, mortgagees are required to complete a streamlined registration process by submitting all information mandated by the City's ordinance. This includes entering detailed property information, mortgagee contact details, and the designation of a local property manager, including their name, company affiliation, and contact information. Registrants must also indicate the property's occupancy status and submit payment of the applicable registration fees. All required fields must be accurately completed for the registration to be successfully processed. The system ensures data validation, real-time tracking, and immediate confirmation of submission, supporting both compliance and transparency from the point of entry through ongoing monitoring.

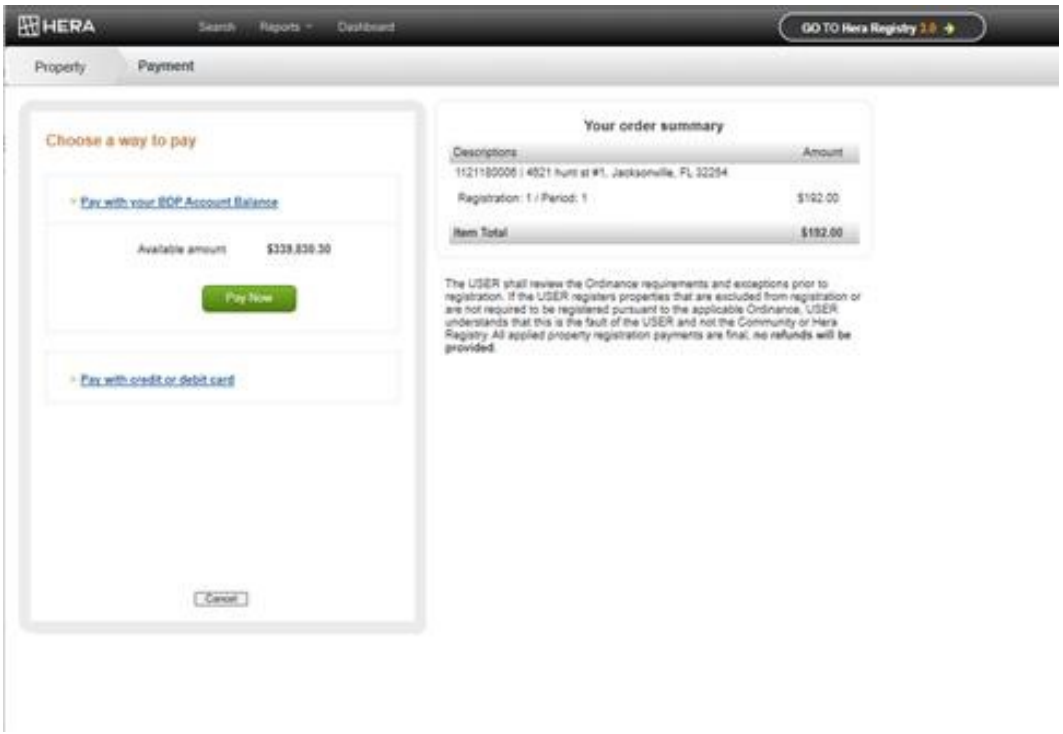
Example of Jacksonville Registration Form (Confidential)



1. Payment Collection

As part of the property registration process, HERA collects registration fees directly from mortgage holders through a secure, user-friendly online platform. Upon submission of required registration details, mortgagees are prompted to remit payment using one of several convenient options: ACH transfer, credit card, debit card, or check. The system is fully integrated with a PCI-compliant payment gateway, ensuring the security and integrity of all transactions. For registrants opting to pay by check, payment instructions and mailing information are clearly provided. The streamlined process enables immediate confirmation of payment and registration status, reducing administrative burden and enhancing compliance. All payments are accurately tracked and reconciled, with monthly remittances issued to the City along with detailed financial reporting.

Example of Payment Collection
Upon Registration
(Confidential)



Step 7 – Systems Review and Approval

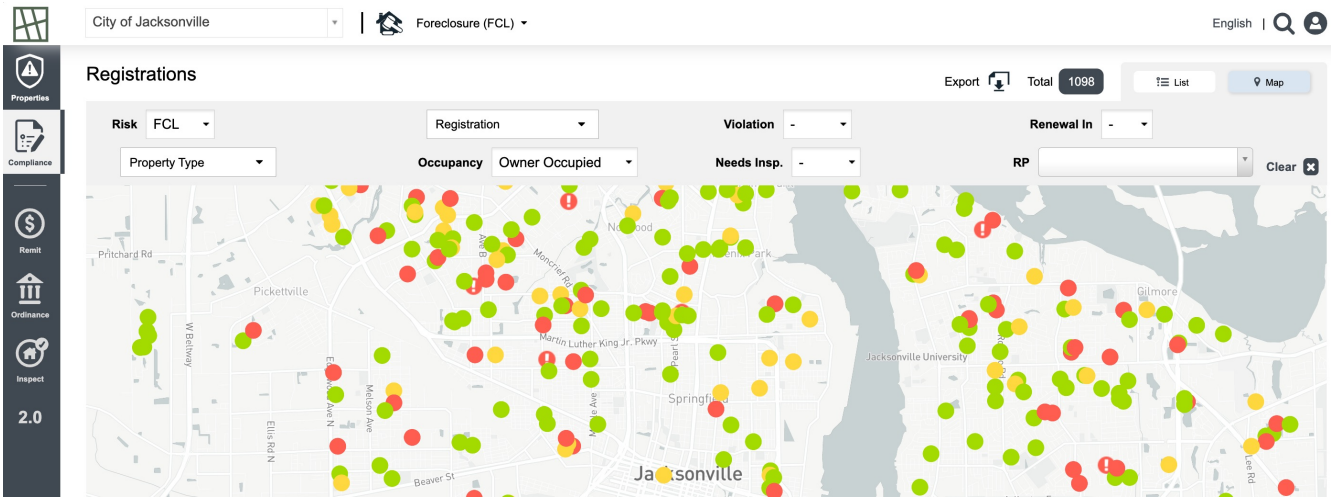
Upon logging in, City staff are presented with an interactive map displaying all properties subject to registration under the ordinance, including both vacant (if applicable) and foreclosed properties with declared mortgage defaults. Each property profile includes key details such as occupancy status, mortgagee information, and property type (residential, commercial, mobile home, or investment). The system features advanced filtering, keyword search, and list view options for efficient tracking and enforcement, along with intuitive navigation tools and customizable layouts for real-time data management. Furthermore, properties are categorized using a color-coded system to enhance tracking and compliance management:

- **Green:** The property is in full compliance with all requirements of the Township ordinance, and all applicable registration fees have been paid in full and are current.
- **Yellow:** The property is registered and registration fees are current; however, critical required information is either incomplete or missing.
- **Red:** The property is noncompliant with the Township ordinance; registration fees remain unpaid, and corrective action is required.

The below examples depict the current portal prepared for the City of Jacksonville.
If selected, HERA will create a custom portal with similar features for City of Rivera Beach.

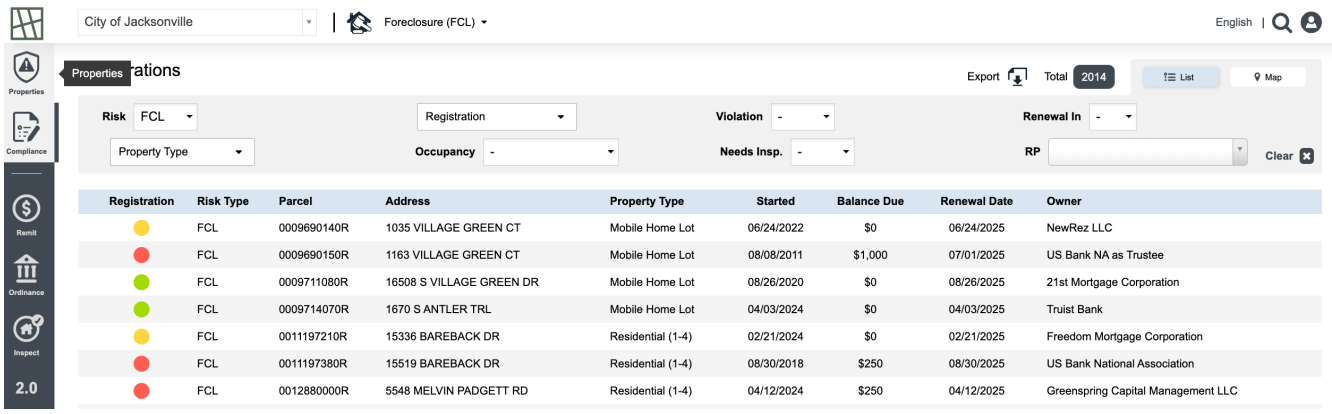
Map View

Map View of Properties With an Obligation to Register (Confidential)



List View

List View of Properties With an Obligation to Register (Confidential)



Registration	Risk Type	Parcel	Address	Property Type	Started	Balance Due	Renewal Date	Owner
	FCL	0009690140R	1035 VILLAGE GREEN CT	Mobile Home Lot	06/24/2022	$0	06/24/2025	NewRez LLC
	FCL	0009690150R	1163 VILLAGE GREEN CT	Mobile Home Lot	08/08/2011	$1,000	07/01/2025	US Bank NA as Trustee
	FCL	0009711080R	16508 S VILLAGE GREEN DR	Mobile Home Lot	08/26/2020	$0	08/26/2025	21st Mortgage Corporation
	FCL	0009714070R	1670 S ANTLER TRL	Mobile Home Lot	04/03/2024	$0	04/03/2025	Truist Bank
	FCL	0011197210R	15336 BAREBACK DR	Residential (1-4)	02/21/2024	$0	02/21/2025	Freedom Mortgage Corporation
	FCL	0011197380R	15519 BAREBACK DR	Residential (1-4)	08/30/2018	$250	08/30/2025	US Bank National Association
	FCL	0012880000R	5548 MELVIN PADGETT RD	Residential (1-4)	04/12/2024	$250	04/12/2025	Greenspring Capital Management LLC

1. Navigation Menu

The bookmarks on the left contain icons that will help you navigate to different views of the data stored in the system.

This is the ”Properties" icon. Clicking this allows you to navigate to properties at Risk, Pending, or Archive.

This is the ”Compliance" icon. Clicking this allows you to navigate to Registrations, Outreach, Exemptions, or Archive

This is the ”Remit" icon. Clicking this allows you to navigate to remittance information for a particular remittance cycle or all payments.

This is the ”Ordinance" icon. Clicking this allows you to review your ordinance registration requirements.

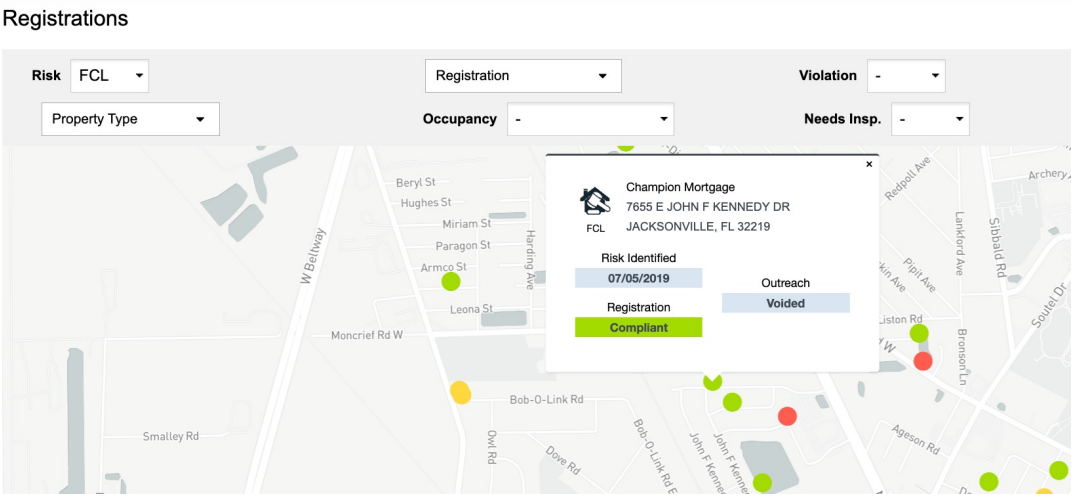
This is the ”Inspect" icon. This option is under construction for future implementation to add City inspection data which will automatically notify responsible parties of any violations.

2. Compliance – Registrations

Example of Map View of Individual Properties with an Obligation To Register (Confidential)

Zoom into a property from the map view or search a property in the list view and click on it to view the property and contact details.

Zooming in from the map view until the dot shows green will allow you to hover and display the basic contact information and allow you to click to the property page.

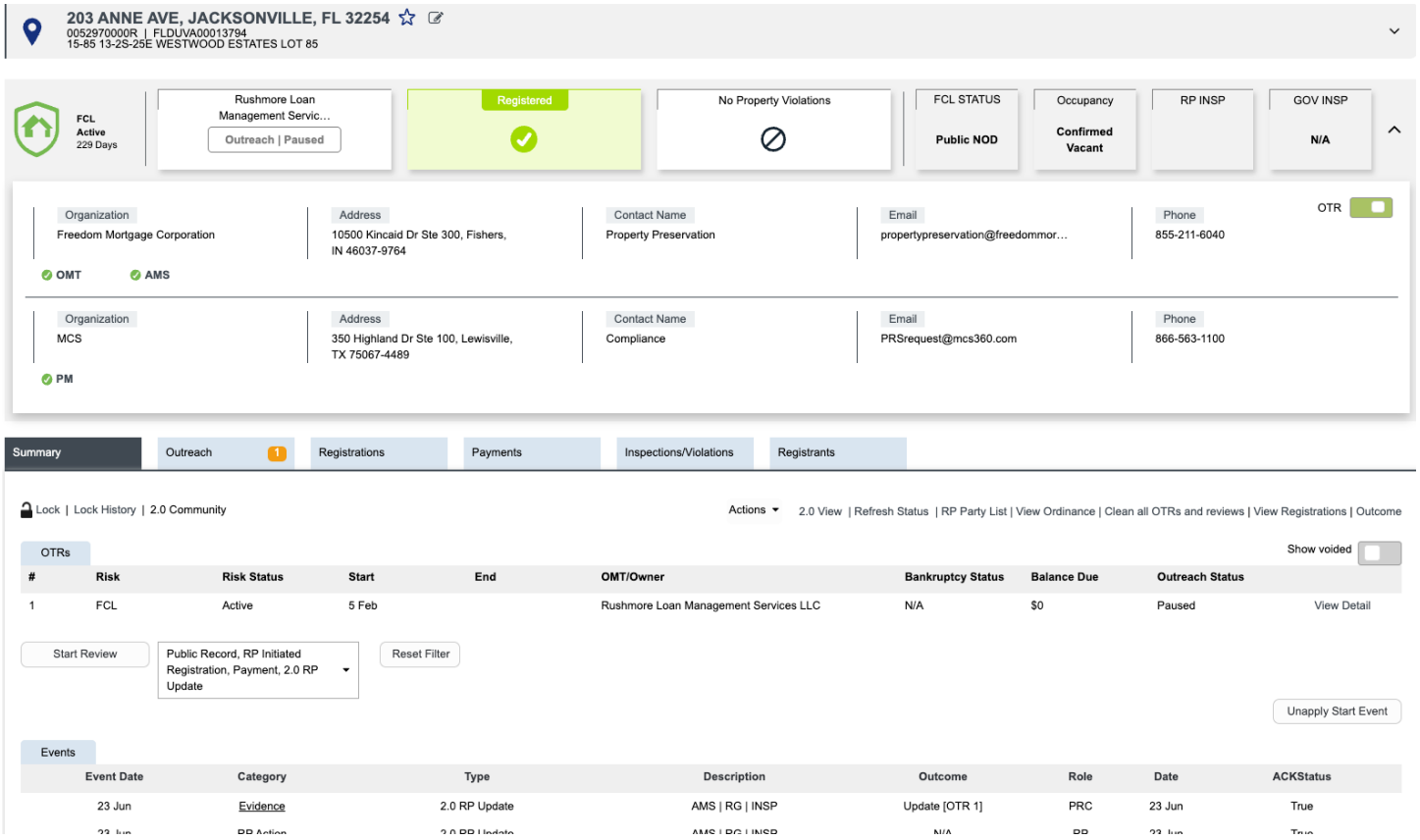


3. Property Details Page

The property details page houses all the information pertaining to the registration information on each property. Under the property address block, you will see the status, and following tabs: Overview, Registrations, Transactions, and Inspections.

The Summary is the default page when opening a property. This will show the most recent registration details containing the expiration date of the registration, current mortgagee, start date of the registration, date last inspected by the mortgagee, and any outstanding balances. Under this section, on the left, will be the history of the property as it pertains to registrations, inspections, and automated data collection. These fields allow for Township staff to see updated registration information on demand.

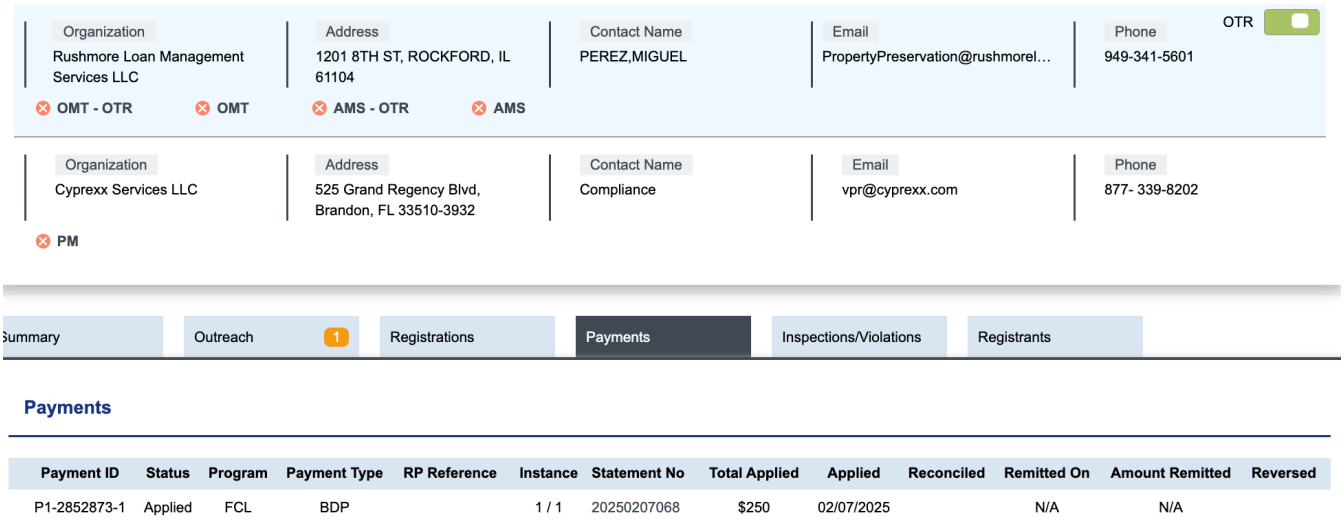
Example View of Specific Property Details with an Obligation to Register (Confidential)



4. Payment Processing

HERA will manage and remit all registration fees in compliance with the City's Ordinance and City and state regulations. We will adhere to the City's procedures for financial remittance and auditing. Each property account in the Payments tab (a picture of which is below) maintains a comprehensive history of all financial transactions.

Example of Payments Tab
(Confidential)



Payment ID	Status	Program	Payment Type	RP Reference	Instance	Statement No	Total Applied	Applied	Reconciled	Remitted On	Amount Remitted	Reversed
P1-2852873-1	Applied	FCL	BDP		1 / 1	20250207068	$250	02/07/2025		N/A	N/A	

<u>Payment Policy</u>:

Payment Methods: HERA offers multiple payment options for registration fees, allowing customers to pay by check, ACH, or online with a credit card.

Payment Support: HERA's Customer Service team offers full support for declined payments, refunds, and other assistance needed for facilitating online payments.

Security: Our payment processing adheres to NACHA and PCI standards. Additionally, our platform employs multiple layers of security measures to ensure the protection of your information.

History: Shows all payments made, voided, reversed from the beginning of the obligation until deregistration.

Nonpayment Policy: HERA sends notifications directly to the payor for aged statements greater than 30 days; HERA reserves the right, per their End User License Agreement, to reverse unpaid statements thus putting a property into noncompliance.

Step 8 — Ongoing Monitoring and Compliance

HERA provides ongoing monitoring of all obligations to register, notifications sent to responsible parties, registrations received, and noncompliant properties. Our platform provides for filterable reports available on-demand through the City's government access. HERA includes the ability to export all community registration and financial data at any time. Our Team operates on a secure shared platform (monitored by our internal full-time IT team), which is easily accessible by City staff to monitor all foreclosure and vacant registration efforts.

List of Events and Foreclosure Evidence (Confidential)

Events

Event Date	Category	Type	Description	Outcome	Role	Date	ACKStatus
06/20/2023	RP Action	RP Update	Legal Agent Update	N/A	RP	06/20/2023	True
06/20/2023	PRC Action	Compliance Outreach		Delivered	SYS	06/20/2023	True
06/20/2023	PRC Action	Compliance Outreach		Delivered	SYS	06/20/2023	True
06/20/2023	PRC Action	Compliance Outreach		Delivered	SYS	06/20/2023	True
06/20/2023	PRC Action	Compliance Outreach		Delivered	SYS	06/20/2023	True
05/26/2023	PRC Action	Review		Completed	PRC	05/26/2023	True
05/18/2023	RP Action	RP Update	Property Manager Update	N/A	RP	05/18/2023	True
05/18/2023	Evidence	RP Update	AMS Update	Update [OTR 1]	PRC	05/18/2023	True
05/18/2023	RP Action	RP Update	AMS Update	N/A	RP	05/18/2023	True
05/18/2023	Evidence	RP Update	AMS Update	Update [OTR 1]	PRC	05/18/2023	True
05/18/2023	RP Action	RP Update	AMS Update	N/A	RP	05/18/2023	True
05/18/2023	Evidence	RP Update	AMS Update	Update [OTR 1]	PRC	05/18/2023	True
05/18/2023	RP Action	RP Update	AMS Update	N/A	RP	05/18/2023	True

Foreclosure Evidence

Filing Type	Doc Date	Defendant / Buyer	Plaintiff / Seller	Clerk File Number	Book / Page
DEED	04/23/2007	CAVALIERO,MICHAEL H & JULIE	PACHE,CRAIG M & CINDY L		
LIS	05/19/2014	CAVALIERO MICHAEL	Bank Of Americ NA		
NOS	02/23/2015	MICHAEL H CAVALIERO	Bank Of America	F1971514	
NOS	04/25/2015	MICHAEL H CAVALIERO	Bank Of America	F1971514	
REO	07/13/2015	FEDERAL NATL MTG ASSN FNMA	SHERIFF OF BURLINGTON COUNTY CAVALIERO,MICHAEL H &		01317/009867
PDEED	03/15/2018	HERNANDEZ,HEATHER|MASSA,ANDREW	FANNIE MAE		013326/001740
LIS	10/13/2022	ANDREW MASSA	Arc Home		
NOS	03/30/2023	ANDREW MASSA	Arc Home LLC		
NOS	04/09/2023	ANDREW MASSA	Arc Home	F01095322	
NOS	05/04/2023	ANDREW MASSA	Arc Home	F01095322	

Foreclosure Sequence Summary

Filing Status POST **Post Filing Date** 05/19/2014 **REO Date** 07/13/2015 **Close Date**

1. Monthly Remittance Summary and HERA Invoice

HERA will provide a monthly Remittance Summary and HERA Invoice by the fifteenth of every month depicting registrations received the month prior. Reports may also be downloaded on demand at any time. The monthly Registration Detail provides all information on properties that were registered within the reporting period. This report includes the property address, registration fees paid, whether and when the payment has been remitted to the City, and a section depicting HERA's portion of fees.

Draft of Proposed Monthly Remittance Summary and HERA Invoice Below (Confidential)

HERA PROPERTY REGISTRY

Support
Phone: (321)234-5303
Email: accounting@heraregistry.com

Period of 08/01/2025 - 08/31/2025

Total Net Remittance	$	36,950.00
Adjustments	$	-
Check Amount	$	36,950.00
HeraRegistry Check Reference	bp	
Adjustment Notes		
Report Generated On		09/02/2025
Paid On		09/02/2025
Report Number		1096000116

Reconciled Periods Remitted	
Reconciled	177
(+) Remitted from Previous Cycle	39
(-) Refunds	0
Total # of Periods Remitted	216

Not Reconciled Periods Carried Forward	
Number of Statements Outstanding	22
(-) From Previous Cycle	1
Total Carried Forward	23

Remittance Summary

Program	# Periods Remitted	# Periods Refunded	Gross Regist. Fees Rec'd	# Reg	Gross Late Fees Rec'd	# Late	Inspection Fee	# Insp	Hera Amount - See Invoice Below	Total Net Remittance
Foreclosure	216	0	$ 54,000.00	216	$ 4,550.00	20	$ -	0	$ 21,600.00	$ 36,950.00
Vacant	0	0	$ -	0	$ -	0	$ -	0	$ -	$ -
Long-Term Rental	0	0	$ -	0	$ -	0	$ -	0	$ -	$ -
Short-Term Rental	0	0	$ -	0	$ -	0	$ -	0	$ -	$ -

Registration Fees

Program	Remit #	# Refund	# Total	Gross Regist. Fees Collected	Net Regist. Fees Remittance
Foreclosure	216	0	216	$ 54,000.00	$ 32,400.00
Vacant	0	0	0	$ -	$ -
Long-Term Rental	0	0	0	$ -	$ -
Short-Term Rental	0	0	0	$ -	$ -
Totals	216	0	216	$ 54,000.00	$ 32,400.00

Inspection Fees

Program	Remit #	# Refund	# Total	Gross Insp. Fees Rec'd	Net Insp. Fees Remittance
Foreclosure	0	0	0	$ -	$ -
Vacant	0	0	0	$ -	$ -
Long-Term Rental	0	0	0	$ -	$ -
Short-Term Rental	0	0	0	$ -	$ -
Totals	0	0	0	$ -	$ -

Late Fees

Program	Remit #	# Refund	# Total	Gross Late Fees Rec'd	Net Late Fees Remittance
Foreclosure	20	0	20	$ 4,550.00	$ 4,550.00
Vacant	0	0	0	$ -	$ -
Long-Term Rental	0	0	0	$ -	$ -
Short-Term Rental	0	0	0	$ -	$ -
Totals	20	0	20	$ 4,550.00	$ 4,550.00

HERA PROPERTY REGISTRY

City of Jacksonville Hera Invoice

1917 S Harbor City Blvd.
Melbourne, FL 32901
Email: accounting@heraregistry.com
Phone: +1 (321) 234-5303

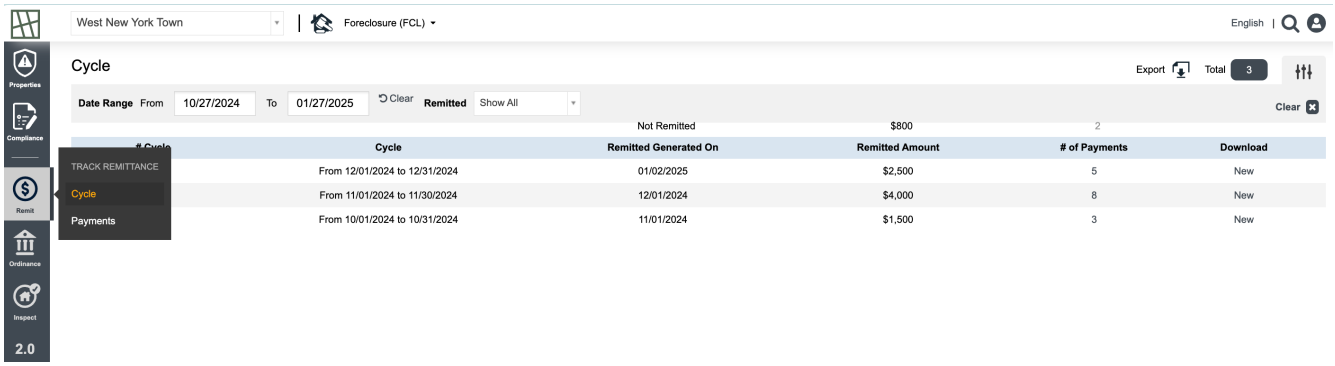
Bill to
City of Jacksonville
Housing Services Division 214 N. Hogan Street, 8th Floor
JACKSONVILLE, FL 32202
904-255-7000

Invoice Details
09/02/2025
Invoice Number 1096000116

Period	Services Provided	Description - Per Report Above	Qty	Rate Per Hera PSA	Amount
August 2025	Collection & Registration Fees	Hera's Portion of Gross Registration Fees Collected	216	$ 100.00	$ 21,600.00
	Late Fees	Hera's Portion of Gross Registration Late Fees Collected	20	$ -	$ 0.00
				Sub-Total	$ 21,600.00
				Less: Paid From Gross Registration Fees Collected	$ (21,600.00)
				Hera Balance Due	$ 0.00

2. Payment Remittance - Remit Icon

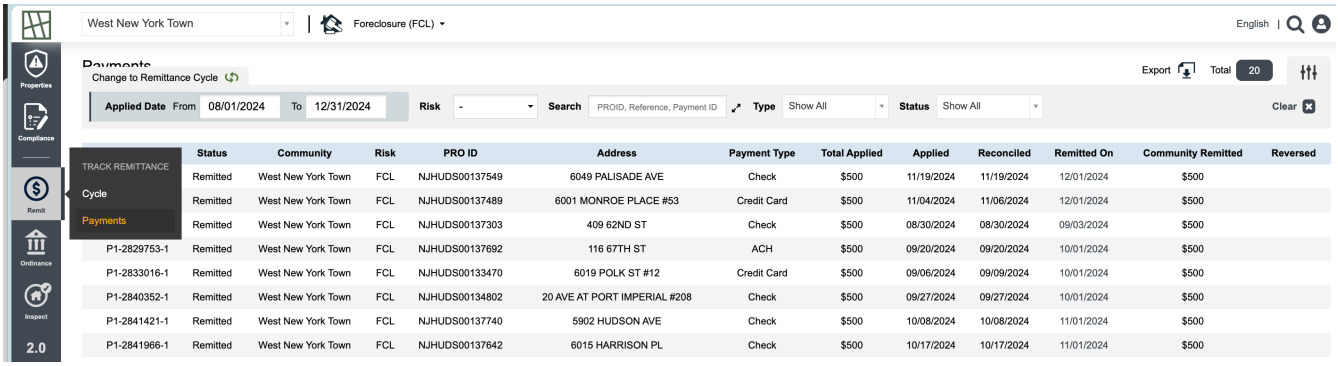
Remit Cycle Report
(Confidential)



The Remit icon is broken into two categories, Cycle and Payment. The Cycle section covers the payments made within a monthly cycle, showing the number of payments made and the total amount remitted. This data is available on demand for downloading individual monthly reports or exporting all reports.

The Payment section provides more in-depth coverage and details of payments made in a specific time frame. You can select the individual payments for Reference number, fee amount, and more details. To see the individual property and registration listing, click on the “Go to Detail” link.

Remit Payment Report
(Confidential)



3. Customer Support and Training

HERA Customer Success Goals and Objectives:

1. Our goal is to make our customers feel heard, respected, and helped as efficiently as possible.
2. We provide free training to City staff, as well as to mortgagees, servicers, and their registrants to facilitate the registration process and update registration information.
3. We work closely with code enforcement to ensure high compliance rates and adherence to all legal requirements.
4. We promptly respond to the City’s public records requests.
5. We ensure that you get the information you need, when you need it.

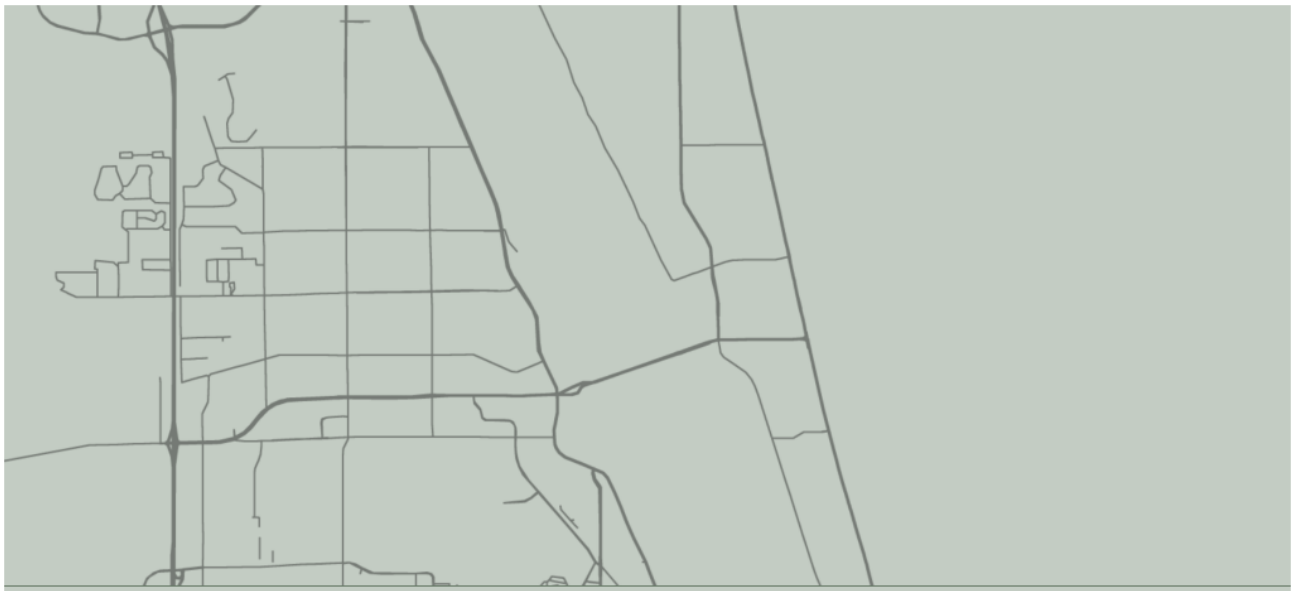
4. Associated Costs

HERA's property registration services are provided with no upfront expenses to the City. Payment processing and registration payments flow directly to HERA. HERA retains a portion of the registration fees and remits the balance of registration and late fees to the community with a detailed report on a monthly basis.

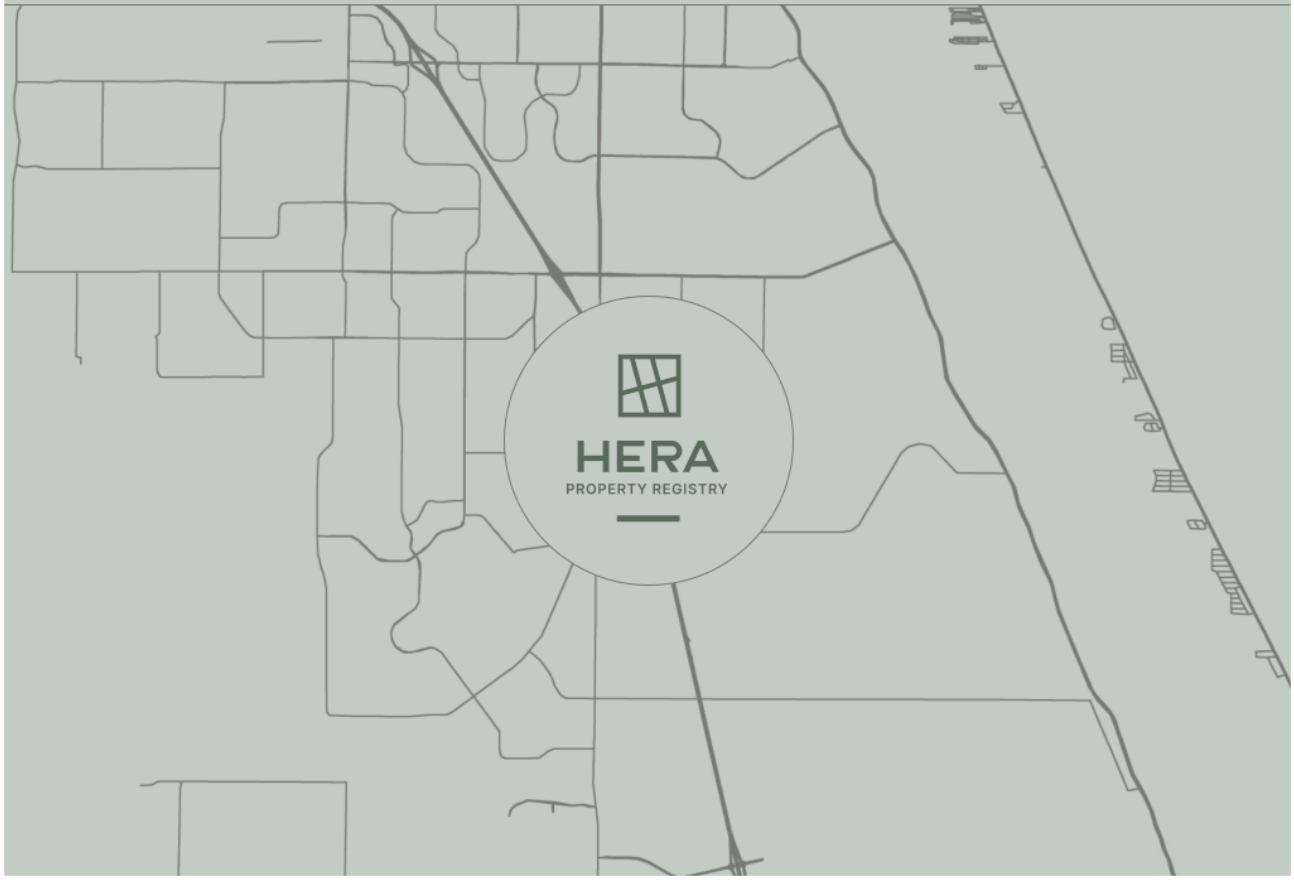
Should any reasonable and necessary expenses be incurred by HERA related with obtaining information to perform the services herein, including but not limited to a FOIA/OPRA or similar request that is not routine and customary, an estimate shall first be submitted to the City for its prior approval before being incurred by HERA.

5. Proposed Fee Structure

HERA retains 50% of each registration fee (currently $100 of the $200 registration fee) and 20% of any late fees. We will remit all registration fees collected monthly in accordance with City requirements, with the payment due by the fifteenth (15th) day of the month following collection of the fee. We will work with the City to establish an acceptable process for financial remittance and auditing.



4. KEY PERSONNEL AND OPERATIONS INFORMATION



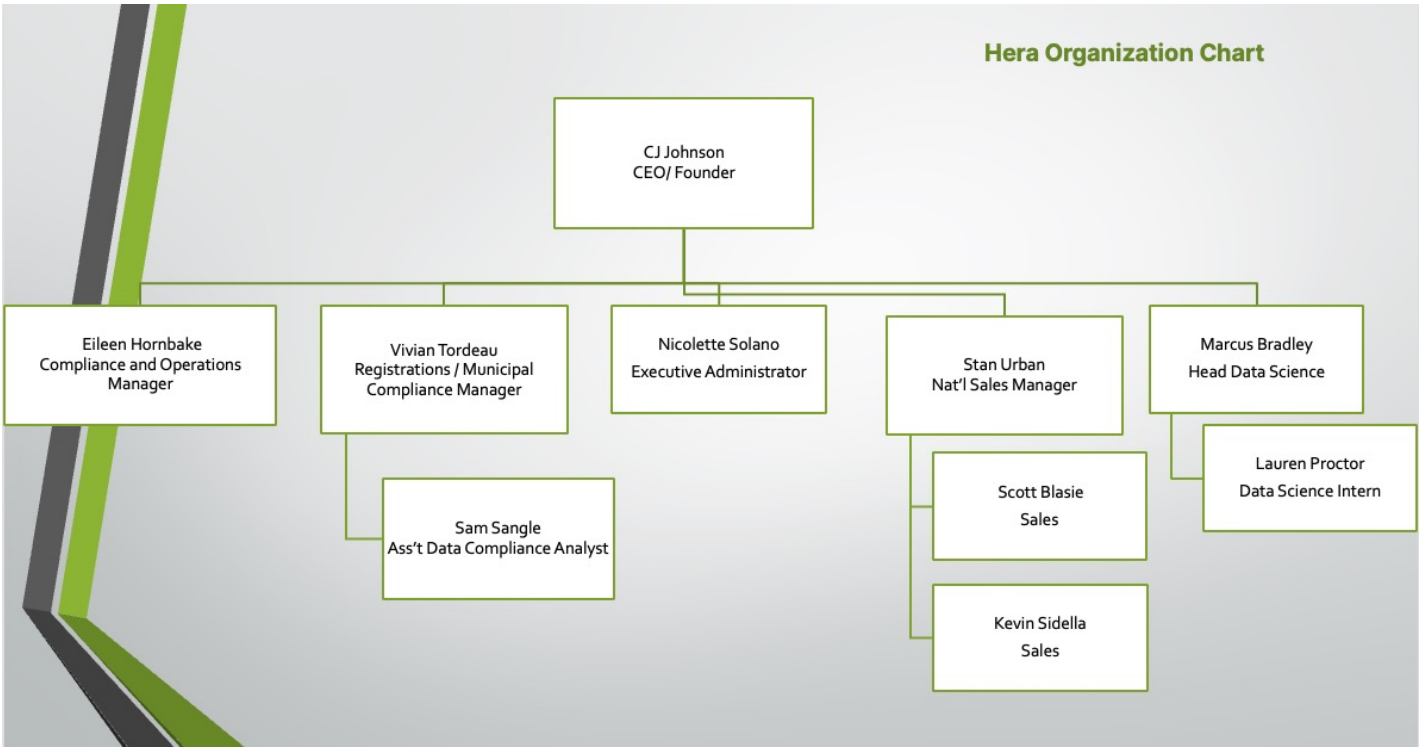
A. Details of Personnel Experience/Organization Chart

HERA's dedicated team excels in delivering comprehensive registration software solutions, including software support and training, online registration, detailed reporting, and exceptional customer service. Our team comprises 10 talented employees and contractors, collectively boasting over 100 years of experience in property registration services nationwide. This wealth of expertise ensures that we consistently provide top-tier service and innovative solutions to meet the needs of local governments.

Our data science team analyzes and compiles foreclosure data nationwide for all of our government clients, and our compliance specialists ensure that responsible parties and municipal support staff get the information and assistance they need.

See team resumes on Exhibit B

HERA Organization Chart



B. HERA's Key Personnel

Clifford "CJ" Johnson
Founding Partner / CEO
CJohnson@heraregistry.com

CJ Johnson is one of the country's most experienced attorneys in foreclosed and vacant property registration compliance. CJ is based in Melbourne, Florida and is the founder and CEO of Break Point Law, LLC and HERA Property Registry, LLC. CJ helps lead the company's vacant and foreclosure property registration and enforcement practice. He founded HERA for the specific purpose of providing representation to local governments for foreclosure and vacant property ordinance issues.

CJ has established relationships with hundreds of mortgagees and servicers, compiled a database of the best contacts within these organizations, and has recovered millions of dollars on behalf of local governments for unpaid property registration fees and civil penalties.

Stan Urban
National Government Affairs Coordinator / National Sales Manager
Surban@heraregistry.com

Stan Urban is HERA's National Government Affairs Coordinator and National Sales Manager. With over 20 years of experience as an elected municipal official, a municipal administrator, and an Illinois Exclusive Lobbyist, Stan has assisted in developing blighted property registration programs for numerous municipalities.

Kevin Sidella
National Municipal Consultant / Regional Sales Manager for PA
Ksidella@heraregistry.com

Kevin Sidella is HERA's National Municipal Consultant and has over 20 years of municipal experience. Kevin has personally introduced property registration programs to over one hundred municipalities across the country.

Scott Blasie
Government Affairs Consultant – Sblasie@heraregistry.com

Scott is an experienced Relationship Director with a demonstrated history of working with Government staff and elected officials. His skilled Customer Service background and 27-year tenure in Public Service as a Code Enforcement Director give him the insight needed to mentor our team as it fosters ongoing relationships with current community partners and prospective partners. Scott guides the team to ensure the highest level of service through regular touchpoints with the community, effective communication and reporting and team collaboration.

Eileen Hornbake
Compliance and Operations Manager – Ehornbake@heraregistry.com

As a paralegal, Eileen Hornbake is HERA's Compliance Officer and Operations Manager. Eileen acts as our legal liaison serving the business team. Eileen supervises the operations team, legal compliance, and all matters involving administration of the property registration program. Eileen has over 25 years of experience as a paralegal and has helped to grow Break Point Law and HERA through enforcement of property registration ordinances and registration compliance.

Vivian Tordeau
Municipal Compliance Officer – Vtordeau@heraregistry.com

Vivian Tordeau has over 12 years of experience working with local governments and manages our customer service team to ensure HERA meets the highest standards for municipal compliance and enforcement. Vivian ensures that all registrations comply with community requirements, performs outreach to mortgagees, servicers, and their registrants, and oversees quality control for property data in the registry.

Nicolette Solano
Executive Administrator – Nsolano@heraregistry.com

Nicolette Solano is HERA's Executive Administrator. Nicolette manages our finance team, oversees the processing of registration payments and reporting, handles accounts receivable and payable, and provides administrative support for our executive team.

Samved Sangle
Asst. Data Compliance Analyst – SSangle@heraregistry.com

Sam Sangle is HERA's Asst. Data Compliance Analyst, assisting our Municipal Compliance Officer and Head of Data Science to ensure HERA has up to date and accurate property data. He also assists our IT Team's analytics endeavors.

Marcus Bradley
Head of Data Science – Mbradley@heraregistry.com

Marcus maintains and manages integrity, accuracy and efficacy of platform database, inputting of all 3rd party operational data, processing operational data to build obligations to register, and assesses and analyzes ordinance metrics and compliance rates.

C. HERA'S Capacity To Perform Services

HERA Property Registry, LLC is fully equipped and prepared to implement and administer the City of Riviera Beach's Foreclosed and Mortgaged Real Property Registration Program with the personnel, technology, and infrastructure already in place to ensure immediate and seamless delivery of services.

a. Property Database and Registration System Readiness

HERA's proprietary registration platform is fully operational, cloud-based, and securely hosted. The system has been successfully deployed across more than 190 municipalities nationwide, including over 30 in Florida. Our platform is configured to support immediate integration of specific ordinance requirements, and offers customizable fields, GIS mapping, color-coded compliance statuses, automated notifications, real-time reporting, and a secure payment gateway compliant with NACHA and PCI standards. Upon award, HERA will tailor the system to Rivera Beach's ordinance, complete data migration (if applicable), and conduct testing prior to go-live.

b. Available Personnel Assigned to the Project

HERA's dedicated implementation and support team includes 14 professionals with over 100 combined years of experience in foreclosure and vacant property registration compliance. The following key staff will be directly assigned to the Riviera Beach project:

- **Clifford "CJ" Johnson** – CEO / Project Lead
- **Eileen Hornbake** – Compliance and Operations Manager, Government Relations
- **Vivian Tordeau** – Municipal Compliance Manager
- **Marcus Bradley** – Head of Data Science
- **Nicolette Solano** – Executive Administrator / Remittance & Reporting

Each staff member is based in our Melbourne, FL office and has direct experience managing registration programs for municipalities of similar size and complexity.

c. Project Schedule

HERA is capable of launching the full registration system for the City of Riviera Beach within **thirty (30) business days** from contract execution. This includes ordinance configuration, data import (if applicable), staff training, account setup, and testing. Lenders and servicers will be able to begin online registrations immediately upon launch.

Our proven implementation timeline ensures that all components—including system access, user onboarding, and public notifications—are fully operational in a timely and cost-effective manner.

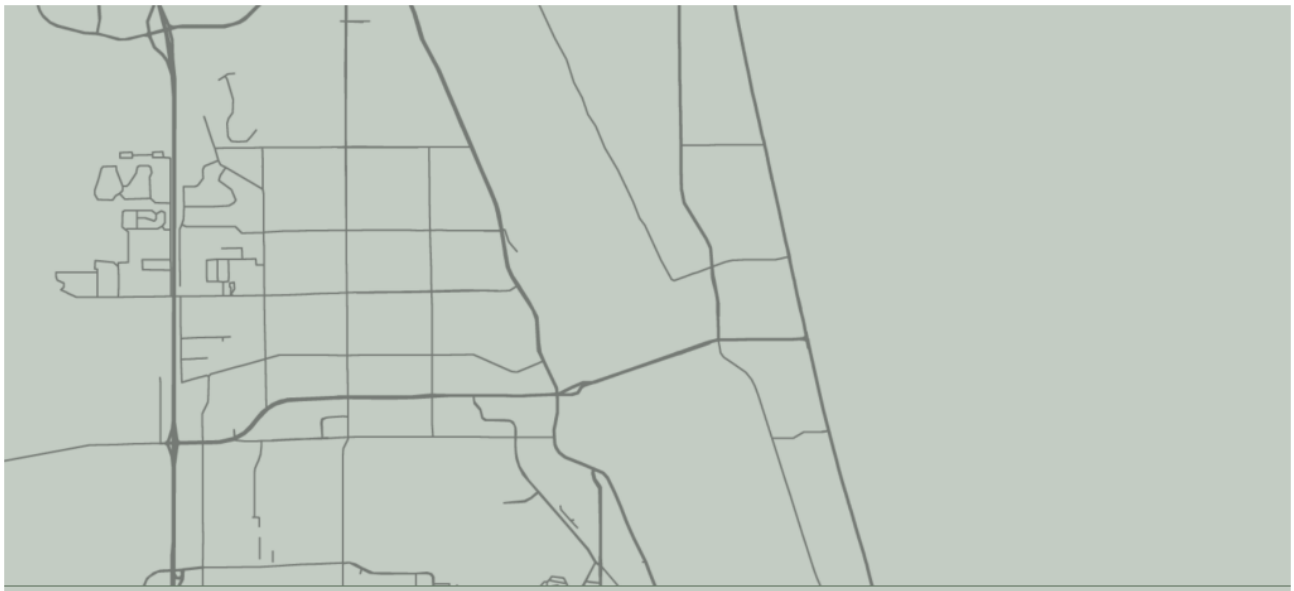
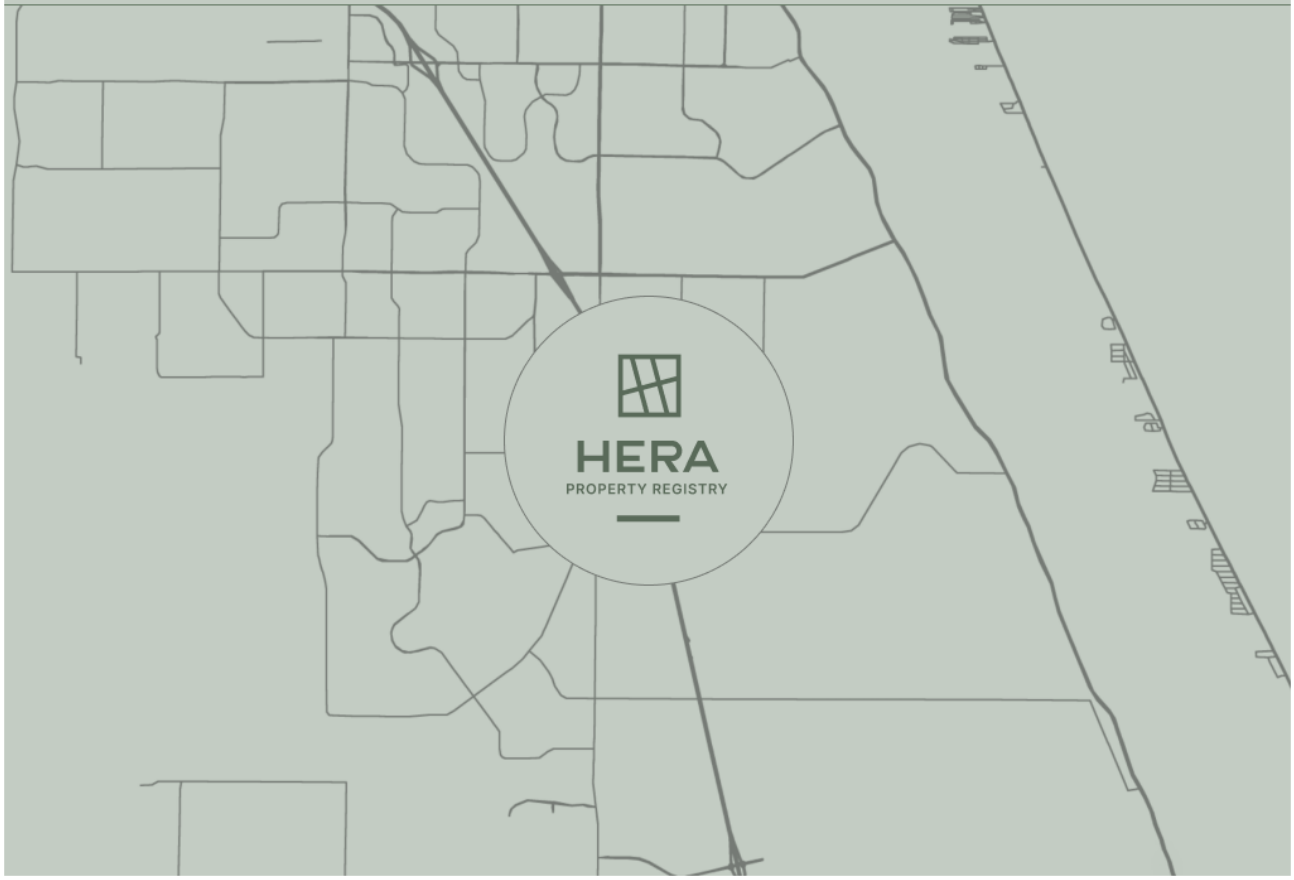


EXHIBIT A:
HERA CLIENT LIST



HERA PROPERTY REGISTRY

Client List

Community Name	State	Population	Community Name	State	Population	Community Name	State	Population
Gardena City	CA	61,000	Village of Homer Glen	IL	24,543	Township of Weymouth	NJ	2,614
City of Santa Ana	CA	310,227	Village of Homewood	IL	19,463	Ventnor City	NJ	9,210
South El Monte	CA	19567	Village of Lynwood	IL	9,116	Voorhees Twp	NJ	31,069
Town of Elsmere	DE	6,229	Village of Maywood	IL	23,512	City of Henderson	NV	318,000
Bradford County	FL	28,303	Village of Minooka	IL	12,758	Town of Babylon	NY	218,223
Citrus County	FL	153,843	Village of Niles	IL	30,912	Town of Clarkstown	NY	86,855
City of Apopka	FL	54,873	Village of Orland Hills	IL	6,893	Town of Colonie	NY	85,590
City of Archer	FL	1,140	Village of Phoenix	IL	1,708	Town of Greece	NY	96,926
City of Boynton Beach	FL	80,380	Village of Richton Park	IL	12,775	Town of Islip	NY	339,938
City of Deltona	FL	93,692	Village of River Grove	IL	10,612	Town of Kent	NY	12,940
City of Fort Myers	FL	86,395	Village of Robbins	IL	4,629	Town of New Hartford	NY	21,874
City of Greenacres	FL	43,990	Village of Sauk Village	IL	9,921	Town of Oyster Bay	NY	301,332
City of Hialeah	FL	223,109	Village of Schiller Park	IL	11,709	Town of Salina	NY	33,223
City of High Springs	FL	6,215	Village of Steger	IL	9,584	Village of Babylon	NY	12,188
City of Homestead	FL	80,737	Village of Tinley Park	IL	55,971	Village of Hempstead	NY	59,169
City of Jacksonville	FL	1,016,536	Village of University PK	IL	7,145	Village of Lindenhurst	NY	27,148
City of Miami	FL	449,514	City of Flint	MI	81,252	City of Forest Park	OH	20,189
City of Newberry	FL	7,342	Atlantic City	NJ	38,497	City of Springfield	OH	58,662
City of North Miami	FL	60,191	Atlantic County	NJ	274,534	Bethel Park Municipality	PA	33,577
City of Oakland Park	FL	44,229	Berkeley Township	NJ	43,754	Bethlehem Township	PA	25,868
City of Palm Bay	FL	119,760	Borough of Bellmawr	NJ	11,707	Borough of Baldwin	PA	21,510
City of Sanford	FL	61,051	Borough of Berlin	NJ	7,489	Borough of Bath	PA	2808
City of St. Augustine	FL	14,329	Borough of Bloomingdale	NJ	7,777	Borough of Castle Shannon	PA	8,249
City of West Palm Beach	FL	117,415	Borough of Buena	NJ	4,501	Borough of East Lansdowne	PA	2,714
Clay County	FL	218,245	Borough of Folsom	NJ	1,811	Borough of Homestead	PA	2,884
Hillsborough County	FL	1019128	Borough of Haddonfield	NJ	12,550	Borough of Hummelstown	PA	4,544
Holly Hill	FL	12,958	Borough of Haddon Heights	NJ	7,495	Borough of Lansdowne	PA	11,107
Martin County	FL	158,431	Borough of Hawthorne	NJ	19,637	Borough of Marcus Hook	PA	2,454
Palm Beach County	FL	1,492,191	Borough of Lawnside	NJ	2,955	Borough of Mt. Penn	PA	3,240
Seminole County	FL	470,856	Borough of Magnolia	NJ	4,352	Borough of Penbrook	PA	3,274
St. Johns County	FL	273,425	Borough of Ocean Gate	NJ	1,932	Borough of Pottstown	PA	23,433
Town of Cutler Bay	FL	45,425	Borough of Paramus	NJ	26,698	Borough of Swissvale	PA	8,624
Town of Miami Lakes	FL	30,467	Borough of Pine Hill	NJ	10,743	Borough of Walnutport	PA	2,067
Town of Ocean Ridge	FL	1,830	Borough of Runnemede	NJ	8,324	Borough of West Mifflin	PA	19,589
Village of Palm Springs	FL	26,890	Camden County	NJ	523,485	Borough of West Newton	PA	2,665
Virginia Gardens	FL	2,364	City of Absecon	NJ	9,137	Borough of White Oak	PA	7,630
City of Burbank	IL	29,439	City of Brigantine	NJ	7,716	Borough of Yeadon	PA	12,054
City of Chicago Heights	IL	27480	City of Corbin	NJ	471	City of Bethlehem	PA	75,781
City of Crest Hill	IL	20,459	City of Estell Manor	NJ	1,668	City of Chester	PA	32,605
City of Decatur	IL	70,522	City of Linwood	NJ	6,971	City of Easton	PA	28,127
City of Delavan	IL	1,568	City of Northfield	NJ	8,434	City of Erie	PA	94,831
City of East Peoria	IL	22,484	City of Plainfield	NJ	54,586	City of Harrisburg	PA	50,135
City of East St Louis	IL	18,469	City of Port Republic	NJ	1,101	City of Hazleton	PA	29,963
City of Farmer City	IL	1,828	City of Somers Point	NJ	10,469	City of Lock Haven	PA	8,108
City of Harvey	IL	20,324	Eastampton Township	NJ	6,191	City of McKeesport	PA	17,727
City of Macomb	IL	15,051	Egg Harbor City	NJ	4,396	City of Pittston	PA	7,591
City of Moline	IL	42,985	Hamilton Township	NJ	92,297	City of Titusville	PA	48,789
City of North Chicago	IL	30,759	Passaic County	NJ	524,118	City of Warren	PA	9,404
City of Pekin	IL	31,731	Town of Boonton	NJ	8,815	City of Wilkes Barre	PA	44,328
City of Prospect Heights	IL	16,058	Town of Dover	NJ	18,460	City of York	PA	44,800
City of Quincy	IL	39,463	Town of Guttenberg	NJ	12,017	Municipality of Penn Hills	PA	41,059
City of Waukegan	IL	89,321	Town of Hammonton	NJ	14,711	Township of Coal	PA	10,139
City of West Peoria	IL	4,263	Town of West New York	NJ	52,912	Township of Derry	PA	2,650
Town of Cicero	IL	85,268	Township of Buena Vista	NJ	7,033	Township of Elizabeth	PA	10,139
Village of Bolingbrook	IL	73,922	Township of Deptford	NJ	31,977	Township of Forks	PA	10,139
Village of Chicago Ridge	IL	14,433	Township of Egg Harbor	NJ	47,842	Township of Marple	PA	24,214
Village of Dolton	IL	21,426	Township of Galloway	NJ	37,813	Township of Moore	PA	37,117
Village of Elmwood Park	IL	24,521	Township of Gloucester	NJ	66,034	Township of Palmer	PA	10,139
Village of Evergreen PK	IL	19,943	Township of Hamilton	NJ	27,484	Township of Swatara	PA	10,139
Village of Flossmoor	IL	9,704	Township of Hardyston	NJ	8,125	Twp. of Lower Alsace	PA	4,716
Village of Glenwood	IL	8,662	Township of Little Falls	NJ	13,360	Twp. of Lower Makefield	PA	33,180
Village of Hanna City	IL	1,253	Township of Monroe	NJ	48,594	Twp. of Lower Paxton	PA	53,501
Village of Hanover Park	IL	37,470	Township of Mullica	NJ	5,816	Twp. of Susquehanna	PA	26,736
Village of Harwood Heights	IL	9,065	Township of Waterford	NJ	10,421			
Village of Hazel Crest	IL	13,382	Township of Wayne	NJ	54,838			

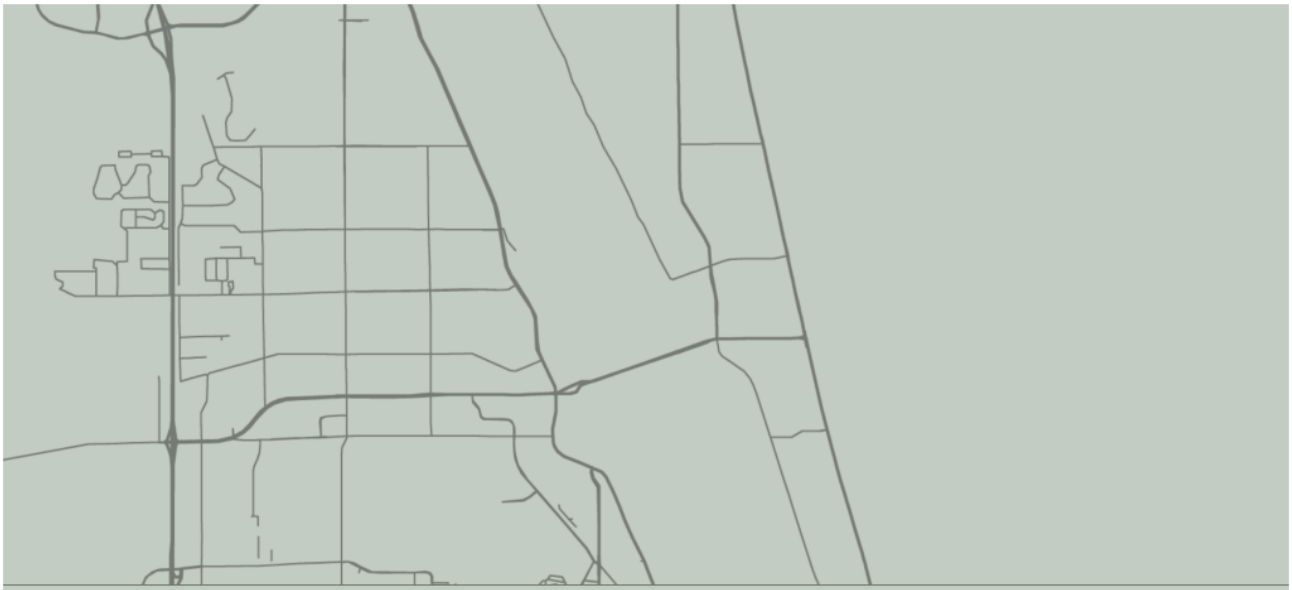
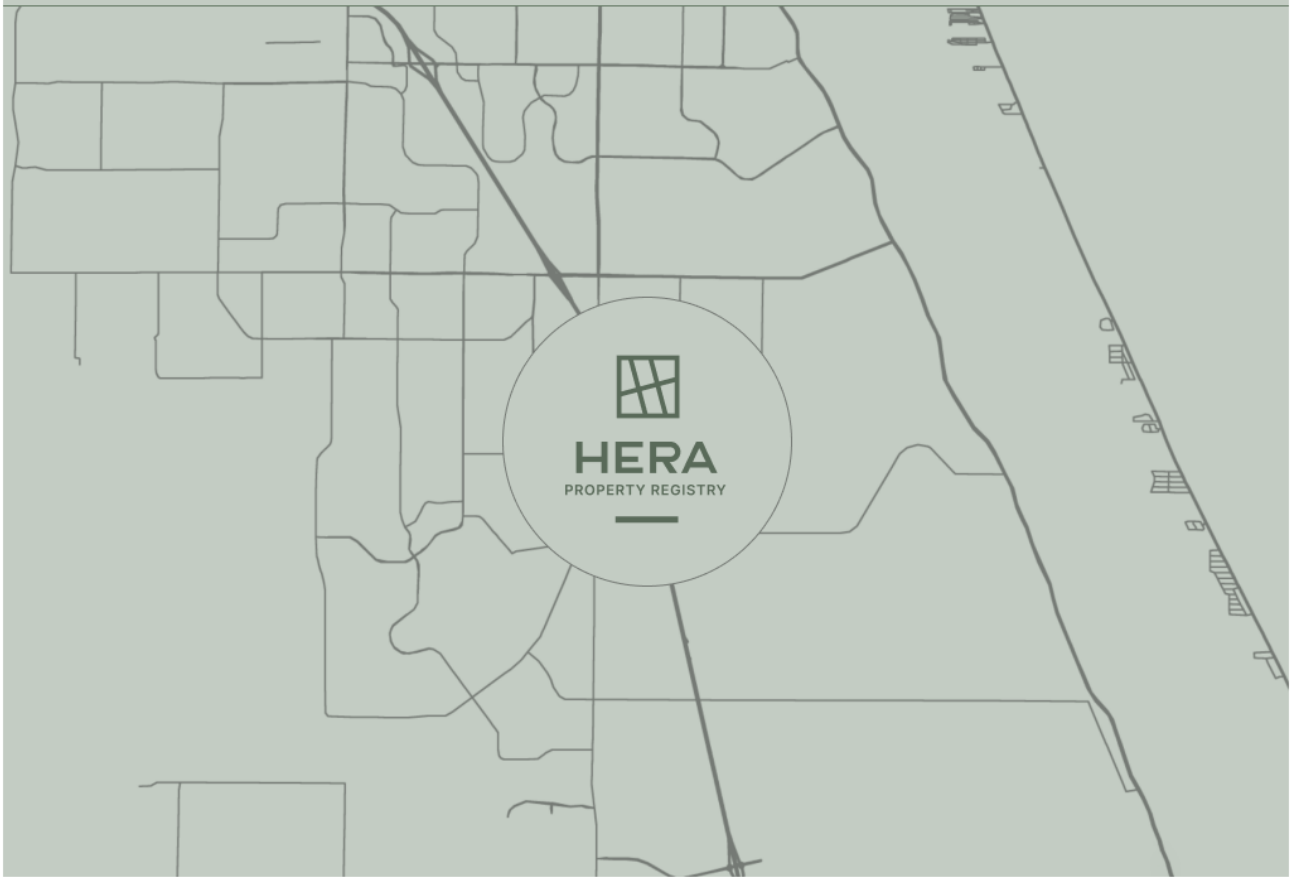


EXHIBIT B:
TEAM RESUMES



Clifford J. Johnson Esq. (CJ)

Address
19117 S. Harbor City Blvd
Melbourne, FL 32901

Contact
Cjohnson@heraregistry.com
(321) 501-9903

EDUCATION

University of Florida, Warrington College of Business, Gainesville, FL *2019-2020*
Masters of Business Administration

Florida State University College of Law, Tallahassee, FL

Activities: Visiting Student *2013-2014*
Tallahassee Bar Association

Nova Southeastern University, Shepard Broad Law Center; Huizenga Business School, Davie, FL
Juris Doctor, *May, 2014*

Activities: National Security and Law Society, President *2012-2013*
Criminal Law Society, Member
American Bar Association, Law Students Division, Member

Florida Southern College, Lakeland, FL
Bachelor of Science, Business Administration; International Business, *May, 2011*

Activities: Men's Varsity Tennis Team, Captain, *2010-2011 Season*
Pi Kappa Alpha Fraternity, Founding Father-Delta Delta Chapter *2010-2011*
Sports Management Club, Raised $10,000 for The V. Foundation *March, 2010*

LEGAL EXPERIENCE

BAR ADMISSIONS AND CERTIFICATIONS:

FLORIDA BAR
UNITED STATES DISTRICT COURT – MIDDLE DISTRICT OF FLORIDA
FLORIDA REAL ESTATE LICENSE
CERTIFIED MORTGAGE LOAN AUDITOR
SPACE COAST PUBLIC SERVICE AWARDS- EMERGING INFLUENTIAL AWARD

HERA PROPERTY REGISTRY, LLC.,
FOUNDER AND CEO *MAY 2023- PRESENT*

- Provide foreclosure and vacant property registration services for municipalities nationwide
- Working with over 100 municipalities in 7 states
- Developed online platform for mortgagees, servicers, et al. to register properties with municipalities

BREAK POINT LAW, LLC.,
FOUNDER AND CEO *JANUARY 2018- PRESENT*

- Represent small (under $10mm) and medium (under $50mm) size businesses with complex business litigation and general counsel services
- Contract with municipalities for outsourced code enforcement

- Real estate and land use transactions

COMMUNITY CHAMPIONS CORP., (PROCHAMPS)
GENERAL COUNSEL, EXECUTIVE *2016- 2020*

- Member of Executive Management Team.
- Reviewed, revised and negotiated all contracts entered into by the parent company and over ten (10) affiliates.
- Manage outside counsel on complex litigation matters.
- Structured, drafted and negotiated merger and acquisition transactions, distribution contracts, and software joint ventures implementing key corporate finance strategies.
- Negotiated major loan facilities, resulting in funding for the business.
- Managed intellectual property portfolio.
- Legislative liaison responsible for working with legislators and special interest groups to inform policy and regulations and draft appropriate legislation.
- Advised executives and managers regarding legal issues.
- Interpreted legislation and provided training and technical assistance to ensure compliance.
- Drafted and approved contracts, corporate transactions, research and development projects, NDAs, MSAs, SOWs and reviewed business operations and technical services processes and procedures.
- Reviewed environmental permitting matters.
- Carried caseload involving torts, property rights, and collection matters.
- Researched questions of law, public policy and fact situations and prepared memorandum.
- Negotiated and drafted easements, licenses, rights in land, administrative rules and regulations and conducted title searches.
- Member of Executive Management Team.

FRESE, HANSEN, ANDERSON, ANDERSON, HEUSTON, & WHITEHEAD
Associate Attorney *January 2016- January 2017*

- Business law — Formation, sales, purchases, employee benefits, ERISA matters, and pension plans, breach of contract, FINRA and securities litigation, and partnership disputes.
- Charitable organizations — Making sure the charity receives what the donor intended from the donor's will or trust
- Real estate law — Real estate closings, commercial leasing, foreclosures, evictions, homeowners association (HOA) disputes, and leasing.
- Estate planning and litigation — Wills, trusts, powers of attorney, business succession planning, and probate litigation.

Morgan Financial, Melbourne FL
Corporate Counsel and Compliance Officer *January 2015-November 2015*

- Evaluate all legal contracts and partnership agreements to assess risk.
- Review all mortgage and real estate laws to ensure compliance including RESPA, TILA, TRID, ECOA, HMDA, CRA, FCRA, HPA, Gramm-Leach-Bliley Act, and Fair Debt Collection Practices Act.
- Created Appraisal Management Company and managed appraisers.
- Maintain all compliance checks/audits (External and Internal).
- Approve all advertising to maintain full legal compliance.
- Conduct compliance training for all staff throughout the year.
- Review all disclosures during the entire mortgage process for client.
- Created Title Insurance Company.

Executive Office of the Florida Governor, Rick Scott, Tallahassee, FL
Intern, Office of Policy and Budget, Transportation and Economic Development Unit, *September 2013-May 2014*

- Evaluated issues regarding the Governor's "It's Your Money Tax Cut" agenda including workforce

development investments, commercial taxes, vehicle registration fees, ad valorem taxes and tourism.
- Reviewed budget and policy issues for various state agencies relating to transportation and economic development.
- Attended committee meetings and analyzed bills relating to transportation and economic development.
- Drafted press release and speech language on policy issues.

Office of the State of Attorney, 17th Judicial Circuit of Florida, Fort Lauderdale, FL
Legal Intern, Economic Crimes & Felony Trial Unit, *Summer 2012*
- Assisted with trial preparation and analyzed proper remedies for defendants and victims.
- Researched case law and determined likelihood of case success.
- Observed victim depositions and drafted subpoenas for witnesses and discovery production.

Robert Shahady, P.A., Fort Lauderdale, FL
Legal Intern, *Fall 2012- January 2013*
- Prepared and filed motions and subpoenas for landlord/tenant cases.
- Researched case law for successful trial cases to determine damages.
- Wrote memorandums on several landlord/tenant issues for potential and actual litigation.

COMMUNITY INVOLVEMENT:

- BUSINESSES AGAINST CHILD EXPLOITATION- FORMER CHAIR- DRAFTED AND PASSED SB 618; HB 518 (2018 FLORIDA LEGISLATIVE SESSION)
- FORMER MELBOURNE CITY COUNCIL AND MAYOR CANDIDATE
- MELBOURNE AFFORDABLE HOUSING ADVISORY COMMITTEE FORMER MEMBER
- LEAD BREVARD TOP 12 '4 UNDER 40' 2016; 2018
- LEAD BREVARD – MEMBER
- VOLUNTEER WITH BREVARD PUBLIC SCHOOLS
- DANCING FOR THE SPACE COAST – DANCING VOLUNTEER
- SPACE COAST HONOR FLIGHT- VOLUNTEER
- MELBOURNE CHAMBER OF COMMERCE – MEMBER
- 321 MILLENNIALS- MEMBER
- ROTARY- MEMBER
- SPACE COAST FIELD OF DREAMS – VOLUNTEER
- BREVARD COUNTY BAR ASSOCIATION – MEMBER
- FLORIDA SOUTHERN COLLEGE –VARSITY TENNIS CAPTAIN
- ASSOCIATION OF CORPORATE COUNSEL- MEMBER
- SPACE COAST YOUNG LIFE – YOUTH LEADER/FUNDRAISING COMMITTEE MEMBER
- NATIONAL SPACE CLUB FLORIDA COMMITTEE – MEMBER
- PI KAPPA ALPHA FRATERNITY – ALUMNI VOLUNTEER
- BREVARD YOUNG REPUBLICANS – PAST PRESIDENT
- BREVARD REPUBLICAN EXECUTIVE COMMITTEE MEMBER
- FLORIDA FEDERATION OF YOUNG REPUBLICANS GENERAL COUNSEL (2016-17)

Eileen S. Hornbake

[redacted] [redacted]

Professional Experience

Summary

Detailed oriented paralegal and property data analyst with hands-on skills in aspects of local government law, family law, criminal law, and insurance defense. A team player who is self-motivated and adept to cooperating with a diverse range of legal personnel and clients.

Compliance Officer / Sr. Data Analyst May 2023 to present
Hera Property Registry, Melbourne, FL

Paralegal and Data Analyst for data company specializing in administering local government property registration programs.

- Administer local government property registration programs
- Track property registrations, fees, and compliance with local ordinances
- Create processes and procedures for operations management and managing customer service team
- Draft and track client contracts
- Ensure company compliance with state and local law property registration laws and ordinances; insurance, state business registration, and lobbyist and ethics requirements

Paralegal / Data Analyst December 2018 to May 2023
Break Point Law, Melbourne, FL

Paralegal and Data Analyst for law firm specializing in local government code enforcement.

- Analyze property data for compliance with local property registration ordinances
- Prepare all documentation necessary for presentation to code enforcement boards and local magistrates for code noncompliance
- Perform legal research and keep abreast of current property registration ordinances, state requirements, and statutes
- Administer client accounts, billing, receivables; generate and analyze financial reports

Paralegal / Office Manager May 2014 to December 2018
Schembs Law, Indianapolis, IN

A highly organized paralegal and office manager for a solo-practice specializing in family and criminal law.

- Draft and E-File pleadings, including initial and responsive pleadings; draft discovery, prepare responses, summarize and organize document production; prepare cases for hearing and trial
- Communicate with clients and screen potential clients
- Perform legal research and keep abreast of current caselaw and statutes
- Administer client accounts, billing, receivables; and generate and analyze financial reports.
- Work with suppliers and service providers to ensure smooth office operations; manage payroll

Office Manager / Administrative Assistant August 2005 to May 2011
WH Scheduling, Raleigh, North Carolina

Administrative assistant to Independent Construction Scheduling Consultant

- Provide administrative services and maintain office operations
- Track contracts and create marketing materials

- Use Quickbooks to track all time and expenses, create invoices and document receivables

Consultant September 2004 to June 2006
SpeakWrite, Inc.

Independent contractor for internet based voice to document service.

- Typist for legal division; preparation and submission of legal documents including correspondence, briefs, pleadings, deposition summaries, etc.

Insurance Defense Litigation Paralegal May 1998 to June 2004
Various Firms

Insurance Defense Litigation Paralegal

- Paralegal to several managing partners, managing litigation cases from inception to trial with 95% consisting of medical malpractice (hospital and physician) defense
- Contact and interview witnesses, including expert witnesses
- Assist in all aspects of discovery, including propounding discovery, preparation of responses, summarization and organization of documents produced; prepare discovery motions; subpoena third-party records, summarize depositions
- Prepare case for trial including preparation of exhibits, trial notebook, subpoenas, and PowerPoint presentations for use at trial; coordination of witnesses, organization of documents and files

Skills Summary

- Advanced user knowledge of Microsoft Office, Excel, and Quickbooks and Quicken
- Team player, self-motivated, and independent worker

Education

- Paralegal Certificate, University of Pittsburgh, Pittsburgh, Pennsylvania
- 115 college credits, "Completion with Distinction"

Vivian Tordeau

[redacted]

PROFESSIONAL SUMMARY

Results-driven Compliance and Operations Professional with 10+ years of experience in regulatory enforcement, legal research, and team leadership. Proven expertise in identifying non-compliance issues within financial institutions and building comprehensive enforcement cases. Strong background in foreclosed property registration processes, government relations, and regulatory adherence. Demonstrated success in holding financial institutions accountable to ordinance obligations through detailed research and documentation.

PROFESSIONAL EXPERIENCE

Compliance Specialist
HERA Property Registry, LLC | March 2023 – Present

- Conducted verification of property registrations to ensure accuracy and completeness
- Maintained regulatory compliance across all operational processes and procedures
- Provided comprehensive customer service to responsible party registrants and financial institutions, guiding them through foreclosed property registration processes in accordance with local ordinances
- Collaborated with government partners to streamline compliance procedures and improve registration efficiency
- Ensured all foreclosed property registrations met regulatory requirements and deadlines

Compliance Research Specialist
Break Point Law | March 2019 – February 2023

- Conducted comprehensive research and analysis to identify financial institutions non-compliant with foreclosed property ordinance guidelines
- Developed and executed batching systems for organizing compliance information and documentation
- Built enforcement cases against non-compliant financial institutions to ensure adherence to registration obligations
- Prepared detailed documentation and evidence packages to support legal enforcement actions

- Collaborated with legal teams to hold financial institutions accountable for foreclosed property registration requirements
- Analyzed regulatory gaps and developed strategies to improve compliance across the financial sector

Manager of Operations
PRC-PROCHAMPS | August 2014 – March 2019

- Managed daily operations and supervised a team of 8 staff members
- Oversaw budget planning and resource allocation for operational activities
- Conducted verification of property registrations to ensure accuracy and completeness
- Maintained regulatory compliance across all operational processes and procedures
- Served as primary Government Liaison, building and maintaining relationships with municipal and regulatory agencies
- Provided comprehensive customer service to responsible party registrants, guiding them through foreclosed property registration processes in accordance with local ordinances
- Collaborated with government partners to streamline compliance procedures and improve registration efficiency
- Ensured all foreclosed property registrations met regulatory requirements and deadlines

CORE COMPETENCIES

- **Compliance Research & Analysis:** Legal research, regulatory gap analysis, documentation
- **Regulatory Compliance:** Property registration verification, ordinance adherence
- **Government Relations:** Municipal liaison, regulatory agency collaboration
- **Data Management:** Information batching, systematic organization, process optimization

EDUCATION

Bachelor of Science in Computer Science
Iona College | New Rochelle, NY | 1985

CERTIFICATIONS & LICENSES

Real Estate Professional
National Association of Realtors | White Plains, NY | Fall 1985

- Certified and Licensed Realtor for Commercial & Residential Real Estate
- Licensed Real Estate Appraiser

[redacted] [redacted]

Marcus J. Bradley

Professional Experience

Senior Database Architect: 05.2024 to Present **Hera Registry; Melbourne, FL**
Lead management of Hera database instances and operational data. Ingest 3rd-Party Data dumps into Hera platform to update and maintain real property data, foreclosure filings, and deed recorder data. Process operational data to determine registration obligations (OTR) as per local government-partner ordinances. Respond to operations data updates as requested by Ops. Assess and analyze OTR metrics and compliance rates as requested by Sales and C-level Teams. Review and update existing business processes and rebuild logic in **SQL Server** procedures and functions. Maintain Hera **AWS Cloud** infrastructure and subscription services in consideration of need and usage. Maintain users accounts and credentials as necessary. Assist in driving redevelopment of Hera platform to decrease overhead cost while increasing effectiveness of platform.

Senior Database Developer: 11.2021 to 05.2024 **SatcomDirect; Melbourne, FL**
Responsible for support and administration of SatcomDirect **SQL Server** databases in all environments. Monitor database performance and optimize existing procedures and index using **T-SQL**, **Quest Foglight**, advanced knowledge of SQL Server system tables and SQL server internals, and other technologies in a multi-user client/server environment on Windows platforms. Assist Software Engineers to architect new, optimized solutions and databases as needed. Lead Data Team with architecting a reporting platform in an isolated SSRS environment with minimal impact to production OLTP SQL Servers. Build ETL solutions as necessary using **Visual Studio** and perform data obfuscation with **DataVeil** of production data for use in lower environments and in-cloud as per SD-Client SLAs. Work with IT DBA to isolate infrastructure bottlenecks. Led initiative to build data dictionary of proprietary database architecture. Evolved role to serve as **Data Team Lead** and **Subject Matter Expert**.

Database Administrator: 03.2021 to 11.2021 **Chugach Government Solutions; Patrick SFB, FL**
Responsible for support and administration of the Defense Equal Opportunity Management Institute (DEOMI) databases at Patrick Space Force Base. Develop and implement database applications, UIs, reports, and Office Interoperability functionality using **MS Access**, **SQL Server**, **VB .NET**, **VBA**, and other technologies in a multi-user client/server environment on Windows platforms. Support mission specific database applications through all phases of life cycle.

Database Developer: 06.2018 to 03.2021 **CMS/Nextech; Melbourne, FL**
Responsible for **SQL Server** database high availability administration for 2500+ user database system managing client help requests, scheduling, technician reporting operations, and payroll. Maintain and optimize database and processes to ensure full accessibility of all functionality with zero downtime. Provide support and recovery functions in the event of system failure or attack. Develop new reports (**SSRS/SSIS/C#/SQL Spatial**) and data analysis procedures as requested by corporate management. Optimize existing database jobs and procedures (SSMS). Provide data support to system users.

Consultant: 09.2005 to Present **Bradley Information Technology Consulting; Vero Beach, FL**
Scope of consulting includes data collection and ETL, development of databases, applications, and GIS maps according to clients' requirements. Clients include BinaryBus LTD, Community Champions, Prochamps, ProAquatix, MBV Engineering, City of Vero Beach, HeraRegistry

Senior Database Administrator: 05.2013 to 06.2018 **Community Champions, Melbourne, FL**
Responsible for the **SQL Server** and **MySQL** database design and implementation of nationwide property assessment data in support of vacant and foreclosed property registration required to grow the company into the $40M + annual revenue entity it is today. Developed automatic data ETL system (**SSIS/Python/C#/Talend**) correlating millions of daily records with existing records and creating individual real property foreclosure record hierarchies while minimizing record duplication. This system generated 85% of registration leads in day-to-day operations. Developed geospatial system (**ArcGIS/ArcGIS Server/Python**) to accurately and automatically determine jurisdiction of real properties in foreclosure to determine if an obligation to register said property with government entity exists. Managed business intelligence team (**PowerBI**) as liaison between C-level officers and data analysts providing revenue stream forecasting models and foreclosure trends in the nation.

GIS Specialist: 09.2005 to 05.2013 **City of Vero Beach, Dept. of PW & E, GIS Div.; Vero Beach, FL**
Responsible for SQL Server and MS Access database structure design, spatial data maintenance (ArcGIS) and management of internship program. Digitized (ArcGIS) City electrical grid from main power plant to meter drops allowing near real-time mapping or power outages during emergency related events. Developed program (MS Access/ArcGIS) studying City traffic patterns and traffic crash history to improve traffic flow and emergency/evacuation routes. Created PW&E Work Ticket tracking and billing system (MS Access) which allowed FEMA reimbursement report generation in less than 10 minutes from a weeklong process. Developed PW&E time sheet system from a manual non-tracked sheet-based system to a tracked database-centric model (MS Access/MS Outlook/MS Excel/VBA) with automatic emailers decreasing the man-hours required in reporting by 80%. Developed automated database-centric system (MS Access/VBA) allowing daily reporting of fuel consumption logs for all City equipment by Department, Division, and User decreasing reporting man-hours by 100%. Trained interns on software and data stores used by City and verified work performed and data accuracy.

Information Technology Manager: 02.2001 to 09.2005 **Dyer Aqua L.L.C.; Sebastian, FL**
Responsible for all things IT including purchasing, support, and maintenance. Initially hired as a Research Biologist during the transition from R&D to commercial and grew into the sole IT person for the company, generating $1M in annual sales revenue. From ground-up, developed the live animal inventory system (MS Access/VBA) tracking spawning success rates through grow-out and marketable product. Developed cloud based (MS Access/RDP) in-house sales tracking system with customer facing ordering system integrated with inventory tracking system. Developed biological assessment reports and sales forecasting models (MS Access/MS Excel). Provide help desk support for all employees from the CEO to order pullers.

Professional Organizations and Certifications

Microsoft AZ-900, Microsoft; 09.2023
Wood Badge Advanced Leadership Training, Scouts, BSA; 08.2019
GIS Professional (GISP, Certification Number: 1290), GIS Certificate Institute; 07.2011 – 07.2019
FLURISA Treasure Coast Regional Director; 11.2011 – 05.2013
OutSystems Associate Developer Certification; 12.2013
Treasure Coast GIS User Group Steering Committee Member; 08.2011 – 05.2013
South Florida GIS Expo Committee Member; 09.2010

Education and Internships

Associate of Science in Computer Programming and Analysis; 05.2005
Associate of Science in Computer Information Technology – GIS Option; 08.2005
Eastern Florida State College (formerly Brevard Community College)
Internship: Geographic Information Systems Internship for the City of Vero Beach, PW & E Dept., GIS Div.; 04.2005 – 07.2005 (0.3y)
Created thematic maps of the city. Digitized vector data from aerial imagery. Created city electrical grid geodatabase. Assessed and redesigned city cemetery database. Created custom VBA scripts for ArcGIS.

Bachelor of Science in Marine Biology; 05.1997
The University of North Carolina at Wilmington
ΦΣΠ, National Honors Fraternity
Internships: Data analysis of North Carolina mid-shelf macroalgae communities for the National Undersea Research Center; 01.1997 – 05.1997 (0.25y)
Recorded raw field data. Graphically analyzed algae/thermal datasets to determine correlations.

Examination of the pre-molt cuticle of the Sand Fiddler Crab, *Uca pugilator*, *in vitro* for the University of North Carolina at Wilmington; 08.1996 – 05.1997 (0.75y)
Development of culture media and subsequent culture of integument samples. Maintained chemical stock solutions. Performed histological analysis of fixed integument samples.

Volunteer Experience

Assistant Cubmaster, Sebastian Pack 589, Scouts BSA, GSC; 12.2014 to Present
Indian River District Advancement Chairperson Scouts BSA, GSC; 08.2019 to 02.2020

NICOLETTE SOLANO

CONTACT

[redacted]

Residing in Melbourne, FL

PROFILE

Organized, personable and disciplined Administrative Associate with over 15 years of experience in office admin and customer service.

SOFTWARE

- WORD, EXCEL, POWERPOINT, OUTLOOK, SHAREPOINT, TEAMS, TALEO, CONCUR, ZOOM, PEOPLESOFT, ADOBE ACROBAT, DOCUSIGN, PAYMENTWORKS

EDUCATION

University of Central Florida

1998-2000

B.S. in Education, Summa Cum Laude

EXPERIENCE

Executive Assistant, Hera Property Registry

June 2025- Present

Program Manager, University of Houston

Oct 2024-June 2025

Promoted to this current role, I now liaise with the University Purchasing Dept for requisitioning high value equipment purchases and I also manage the department contracts, completing agreements with external service providers to ensure all university policies are adhered to.

Administrative Assistant, University of Houston

Sept 2012- Oct 2024

Assistant to the Chairman in Chemical Engineering Dept. Oversees communication and coordinates travel of national and international faculty visitors. Monitors and reconciles expenses related to faculty visits using Concur for travel expense reports. Coordinates meetings and special events hosted by the department. Manages the marketing of our program over various media (website, social media, mailers.) Acts as a consultant for dept graduate students traveling on university funds, ensuring university guidelines are followed. Assists Dept Business Administrator with reconciling corporate credit card transactions, Accounts Payable of invoices and reimbursements to faculty/students. Trains new users of corporate credit card. Assists faculty with the annual Promotion & Tenure process and annual faculty recruitment season. Keep office supplies stocked, manage Fedex account, Outlook calendar use.

Assistant to the Editor, AIChE Journal

Mar 2014- Dec 2019 Part-time

Manage author submissions for a monthly journal by compiling spreadsheets and tracking article statuses. Handle email communications, confirming receipt, addressing inquiries, and providing updates on the review process to ensure a smooth workflow.

NICOLETTE SOLANO

EXPERIENCE, CONTINUED

Administrative Secretary, Houston Methodist Hospital

Sept 2010- Sept 2012

In the office of Medical Staff Services, I created the Emergency Room call schedule rotation for 300 physicians. Signed contracts for ER-On-Call and Medical Director duties and tracked payments related to those. Wrote meeting minutes for Clinical Advisory Group and Nurse Leadership Team. Advertised the monthly Tumor Board meeting, setup IT, invites and catering. Set up the web conferences for physician continuing education.

Administrative Secretary, Houston Methodist Hospital

May 2010- Sept 2010

In the office of Human Resources, I joined as a Temp during the hospital expansion. Assisted applicants with online applications, supported the HR team in onboarding and orientation to raise the employee count from 450 to 900 in just 4 months.

Administrative Secretary, Tulane University

Aug 2003- Aug 2005

Supported faculty in the Biochemistry Department of the Medical School with grant preparation, travel arrangements for national guest speakers, and reimbursements for lab supplies and travel expenses.

Secretary, Beje Diamonds

Mar 2003- July 2003

Assisted in Accounts Receivable and Accounts Payable along with the other customer-service duties of a small-business jewelry store.

Request for Proposals Number: 1186-RFQ-25-4 Vacant Property Registration

Date: 12/08/2025

Evaluation Committee Meeting: Evaluation, Scoring and Ranking

RESPONDENTS:	MuniReg						Hera Property Registry, LLC					
Evaluation Criteria	NB	DH	JS	JK	YB	**AVG**	NB	DH	JS	JK	YB	**AVG**
CRITERIA 1 - EXPERIENCE/QUALIFICATION/BACKGROUND/REFERENCES INFORMATION	32.0	40.0	37.0	35.0	35.0	**35.80**	38.0	40.0	39.0	37.0	35.0	**37.80**
AVERAGE SCORE:	**35.80**						**37.80**					
RESPONDENTS:	MuniReg						Hera Property Registry, LLC					
Evaluation Criteria	NB	DH	JS	JK	YB	**AVG**	NB	DH	JS	JK	YB	**AVG**
CRITERIA 2 - PROJECT APPROACH/UNDERSTANDING INFORMATION	20.0	25.0	22.0	25.0	25.0	**23.40**	23.0	25.0	24.0	25.0	25.0	**24.40**
AVERAGE SCORE:	**23.40**						**24.40**					
RESPONDENTS:	MuniReg						Hera Property Registry, LLC					
Evaluation Criteria	NB	DH	JS	JK	YB	**AVG**	NB	DH	JS	JK	YB	**AVG**
CRITERIA 3 - KEY PERSONNEL AND OPERATIONS INFORMATION	28.0	35.0	32.0	30.0	35.0	**32.00**	33.0	25.0	34.0	30.0	35.0	**31.40**
AVERAGE SCORE:	**32.00**						**31.40**					
AVERAGE TECHNICAL PROPOSAL SCORES:	**91.20**						**93.60**					
PROCUREMENT DEPARTMENT DETERMINATION - (Attachment "A" - Proposer's Required Forms & Proposal Format Requirements):	**PASS**						**PASS**					
Ranking	**2**						**1**					
SHORTLISTED (YES/NO):												

Prepared By: **Alex Massari, Senior Procurement Specialist**

1186-RFQ-25-4 Vacant Property Registration		
Bidders	**Hera Property Registry, LLC**	**MuniReg**
Authorized Signatories	Yes	Yes
Proposal Certification	Yes	Yes
Cone of Silence Acknowledgment	Yes	Yes
Conflict of Interest Disclosure Form	Yes	Yes
Drug-Free Workplace	Yes	Yes
E-Verify Affirmation Statement	Yes	Yes
Human Trafficking Affidavit	Yes	Yes
Litigation Statement	Yes	Yes
Non-Discrimination Affidavit	Yes	Yes
Non-Collusion Affidavit	Yes	Yes
Public Access Form	Yes	Yes
Public Entity Crimes Affidavit	Yes	Yes
Required References	Yes	Yes
Scrutinized Companies Certification	Yes	Yes
Business License	Yes	Yes
Certificate of Good Standing	Yes	Yes
SBE Participation Schedule 1 & 2 (if applicable)	Not submitted	Submitted
Certificate of Insurance Acknowledgment Form	Yes	Yes
Addendum Acknowledgment Form	Yes	Yes

Riviera Beach
see what's beneath the surface

Evaluation Committee Meeting # 1186-RFQ-25-4
Thursday, December 08, 2025
Vacant Property Registration
1481 W15th Street, Riviera Beach, FL

Sign-In Sheet

Name (Print)	Date	Company/ Address/ Telephone No	Signature
Alex Massari	12/8	CORB	
John Knowles	12/8	Dev. Services	
Yolande Booth	12/8	Dev. Services	
Nehru Balgobin	12-8	Dev. Services	
Juan Suarez	12-8	Dev Services	
Darlene Henry	12/8	Solid Waste / Public Works	
Stacey Garced	12/8	CORB	

City of Riviera Beach

To: Honorable Mayor Chairperson, and City Council

From: LaTonya Ammons, Procurement Director

Through: Jonathan E. Evans, MPA. MBA, FRA -RA, ICMA-CM

Subject: **Resolution Number 186-25: A Resolution of the City Council of the City of Riviera Beach, Palm Beach County, Florida, authorizing the execution of a lot clearing, cutting, and related services agreement between the City Of Riviera Beach and Fresh Start Maintenance, Inc., and Arboria Landscape & Tree Care LLC, to provide lot clearing, cutting, and related services obtained through an Invitation to Bid No. 1199-25-4 for an initial three-year period, with an option to renew for two (2) additional one (1) year renewal periods; authorizing the Chief Financial Officer to make payments from 10117104 - 531000; and providing an effective date.**

Date: June 03, 2026

CC: General Public

Background:

At the request of the Development Services Department, the Procurement Department issued an Invitation to Bid (ITB) in accordance with Chapter 16.5 of the City of Riviera Beach ("City") Code of Ordinances. The ITB, seeking qualified and experienced vendors to provide lot clearing, cutting and related services, was advertised on the City's website and BidNet Direct on September 12, 2025.

As outlined in the solicitation, it was the desire of the City to award this contract to multiple vendors to be responsible for delivering high-quality lot clearing, cutting and related services across all City, Community Redevelopment Agency (CRA), and Utilities Special District (USD) facilities.

Proposal Response Summary

The solicitation was distributed to twenty-two (22) vendors, with two (2) bid received by the deadline of October 8, 2025. Following a compliance review, two (2) bids were deemed responsive:

Bidder	Responsiveness Determination
Fresh Start Maintenance, Inc.	Responsive
Arboria Landscape & Tree Care Corp	Responsive

Recommendation

Based on the results of the solicitation and compliance review, the Procurement Department recommends award of Lot Clearing, Cutting and Related Services to the lowest, responsive and responsible bidders:

- **Fresh Start Maintenance, Inc.**
- **Arboria Landscape & Tree Care Corp**

City Goals:
The Citywide Goal is to Build Great Neighborhoods.

Fiscal/Budget Impact:
The anticipated budget impact is $107,537.00

Recommendation:
Staff recommends a Motion for the City Council approval of Resolution Number 186-25.

Attachments:
1. Resolution Number_55-26.pdf
2. Professional Services Contract Fresh Start.pdf
3. Professional Services Contract Arboria Landscape 1.pdf
4. Vendor Response Checklist.pdf
5. Bid Cost Proposal Fresh Start.pdf
6. Bid Cost Proposal Aboria.pdf
7. ITB Lot Clearing Cutting and Related Services (Rebid).pdf

RESOLUTION NUMBER 55-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE EXECUTION OF A LOT CLEARING, CUTTING, AND RELATED SERVICES AGREEMENT BETWEEN THE CITY OF RIVIERA BEACH AND FRESH START MAINTENANCE, INC., AND ARBORIA LANDSCAPE & TREE CARE LLC, TO PROVIDE LOT CLEARING, CUTTING, AND RELATED SERVICES OBTAINED THROUGH AN INVITATION TO BID NO. 1199-25-4 FOR AN INITIAL THREE-YEAR PERIOD, WITH AN OPTION TO RENEW FOR TWO (2) ADDITIONAL ONE (1) YEAR RENEWAL PERIODS; AUTHORIZING THE CHIEF FINANCIAL OFFICER TO MAKE PAYMENT FROM 10117104 - 531000; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with the provisions of the City's Code of Ordinances, an Invitation to Bid (ITB) was publicly solicited through ITB No. 1199-25-4, the solicitation was advertised on BidNet Direct and the City's website to provide lot clearing, cutting, and related services; and

WHEREAS, the solicitation was broadcast to three hundred sixty-four (364) firms, the City received two (2) responses, and both were deemed responsive and responsible in response to the solicitation and its requirements; and

WHEREAS, upon completing the evaluation process, Fresh Start Maintenance, Inc., and Arboria Landscape & Tree Care LLC, were deemed the lowest responsive responsible bidders in response to this solicitation.

Now, therefore, be it resolved by the City Council of the City of Riviera Beach, Palm Beach County, Florida, as follows:

Section 1. The City Council hereby awards Invitation to Bid (ITB) 1199-25-4 to Fresh Start Maintenance, Inc., and. Arboria Landscape & Tree Care LLC, to provide lot clearing, cutting, and related services for an initial three (3) year period with an option to renew for two (2) additional one (1) year renewal periods.

Section 2. The City Council hereby authorizes the Mayor and City Clerk to execute the lot clearing, cutting, and related services Agreement with Fresh Start Maintenance, Inc., and, Arboria Landscape & Tree Care LLC, in the form and substance similar to that attached hereto as Exhibit "A".

Section 3. One (1) fully executed original shall be retained by the City Clerk for public record.

Section 4. This Resolution shall take effect immediately upon its passage and approval by the City Council.

Passed and Adopted this ____ day of _____, 2026.

APPROVED:

_____
Douglas Lawson, Mayor

ATTEST:

_____
Debrah Hall
City Clerk
Certified Municipal Clerk

MOTIONED BY: _____

SECONDED BY: _____

B. GUYTON: _____

K. MILLER-ANDERSON: _____

S. LANIER: _____

G. SPIRITIS: _____

F. DAVIS-PANIER: _____

REVIEWED AS TO LEGAL SUFFICIENCY

_____
DAWN S. WYNN, CITY ATTORNEY

DATE: _____

PROFESSIONAL SERVICES CONTRACT

This Contract is made as of this ____day of _____, 2026, by and between the City of Riviera Beach, a municipal corporation existing under the laws of the State of Florida, whose address is 600 West Blue Heron Blvd., Riviera Beach, FL 33404, by and through its City Council, hereinafter referred to as the CITY, and **FRESH START MAINTENANCE INC.,** a corporation authorized to do business in the State of Florida, whose address is 2660 Carambola Road, West Palm Beach FL, 33406, hereinafter referred to as the CONTRACTOR, whose Federal I.D. number is **83-2627523**.

In consideration of the mutual promises contained herein, the CITY and the CONTRACTOR agree as follows:

ARTICLE 1 - SERVICES

The CONTRACTOR's responsibility under this Contract is to provide Lot clearing cutting and related services, as more specified in the Scope of Services detailed in Exhibit "A".

The CITY's Contract Administrators during the performance of this Contract shall be Nehru Balgobin, Code Compliance Administrator, Development Services who may be contacted at (561) 882-3509, nbalgobin@rivierabeach.org and Sedrick Clarke, Operations Manager, Public Works Department who may be contacted at (561) 840-3119, sclarke@rivierabeach.org. CONTRACTOR's contact shall be Nicholas Petrino, CEO, who may be contacted at (561) 603-7788, nicholas@freshstartmaintenance.com

ARTICLE 2 – SCHEDULE

The CONTRACTOR shall commence services in _____, **2026** and complete all services by _____ **2029**

The CITY reserves the right to renew this contract for an additional two (2), one (1) year renewal periods if determined in the best interest of the CITY. Notification of intent to renew will be sent in advance of expiration date of this contract.

All prices, terms, and conditions shall remain fixed for the initial period of the contract. Renewal terms allow for a request for an increase at the time of renewal based on contractor's cost increase not to exceed three percent (3%) at each renewal will be subject to appropriation of funds by the CITY.

ARTICLE 3 - PAYMENTS TO CONTRACTOR

A. Generally - The CITY agrees to compensate the CONTRACTOR with the proposed rates as outlined in the attached cost proposal submittal, or the amount of funds annually budgeted for these services. The CITY shall not reimburse the CONTRACTOR for any travel costs incurred as a direct result of the CONTRACTOR providing deliverables to the CITY in pursuance of the scope containing in **EXHIBIT A.**

B. Invoices received from the CONTRACTOR pursuant to this Contract will be reviewed and approved by the CITY's representative, to verify that services have been rendered in conformity with the Contract. Approved invoices will then be sent to the Finance Department for payment and will normally be paid within thirty (30) days following the CITY representative's approval.

C. All requests for payment of expenses eligible for reimbursement under the terms of this Contract shall include copies of receipts, invoices, or other documentation acceptable to the Finance Department.

D. Final Invoice: In order for both parties herein to close their books and records, the CONTRACTOR will clearly state "Final Invoice" on the CONTRACTOR's final/last billing to the CITY. This certifies that all services have been properly performed and all charges and costs have been invoiced to the CITY. Since this account will thereupon be closed, any other further charges, if not properly included in this final invoice, are waived by the CONTRACTOR and the CITY shall have no obligations for any other costs or expenses thereafter.

E. Payments to the CONTRACTOR shall be sent to:

FRESH START MAINTENANCE INC.
2660 Carambola Road
West Palm Beach, FL. 33406

ARTICLE 4 - TRUTH-IN NEGOTIATION CERTIFICATE

Signature of this Contract by the CONTRACTOR shall also act as the execution of a truth-in-negotiation certificate certifying that the wage rates, over-head charges, and other costs used to determine the compensation provided for in this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged to the CONTRACTOR's most favored customer for the same or substantially similar service.

The said rates and costs shall be adjusted to exclude any significant sums should the CITY determine that the rates and costs were increased due to inaccurate, incomplete or noncurrent wage rates or due to inaccurate representations of fees paid to outside consultants. The CITY shall exercise its right under this Article within three (3) years following final payment.

ARTICLE 5 – TERMINATION

This Contract may be terminated by the CONTRACTOR upon thirty (30) days prior written notice to the CITY's representative in the event of substantial failure by the CITY to perform in accordance with the terms of this Contract through no fault of the CONTRACTOR; provided the CITY fails to cure same within that thirty (30) day period. It may also be terminated, in whole or in part, by the CITY, with or without cause, immediately upon written notice to the CONTRACTOR. Unless the CONTRACTOR is in breach of this Contract, the CONTRACTOR shall be paid for services rendered to the CITY's satisfaction through the date of termination. After receipt of a Termination Notice and except as otherwise directed by the CITY, the CONTRACTOR shall:

A. Stop working on the date and to the extent specified.

B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
C. Transfer all work in progress, completed work, and other materials related to the terminated work to the CITY.

D. Continue and complete all parts of the work that have not been terminated.

ARTICLE 6 - PERSONNEL

The CONTRACTOR represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the CITY.

All of the services required hereunder shall be performed by the CONTRACTOR or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

The CONTRACTOR warrants that all services shall be performed by skilled properly licensed and competent personnel to the highest professional standards in their respective field(s).

The CONTRACTOR agrees that it is fully responsible to the CITY for the negligent acts and omissions of subcontractors, sub consultants, and of persons either directly or indirectly employed by the CONTRACTOR (hereinafter "subcontractor" or "subcontractors"). Nothing contained herein shall create any contractual relationship between any subcontractor and the CITY.

All of the CONTRACTOR's personnel and all of the CONTRACTOR's subcontractors will comply with all CITY requirements governing conduct, safety, and security while on or utilizing CITY premises/property.

ARTICLE 7 - SUBCONTRACTING

The CITY reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractor in order to make a determination as to the capability of the subcontractor to perform properly under this Contract. The CONTRACTOR is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

If a subcontractor fails to perform or make progress, as required by this Contract, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the CONTRACTOR shall promptly do so, subject to acceptance of the new subcontractor by the CITY.

If subcontractor(s) are used, the CONTRACTOR shall use only licensed and insured subcontractor(s), and shall require any subcontractor, as may be applicable, to provide a payment bond. All subcontractors shall be required to promptly make payments to any person who, directly or indirectly, provides services or supplies under this Contract.

The CONTRACTOR shall be responsible for the performance of all subcontractors.

ARTICLE 8 – SBE PARTICIPATION

The City's Procurement Ordinance has a Small Business Enterprises (SBE) participation component which may apply to this Contract. If it is determined by CITY staff that it applies, the CONTRACTOR agrees to abide by the provisions of the SBE section of the procurement code. The CONTRACTOR further agrees to maintain all relevant records and information necessary to document compliance with the Ordinance and agrees to allow the CITY to inspect such records and provide such records to the CITY upon request.

ARTICLE 9 - FEDERAL AND STATE TAX

The CITY is exempt from payment of Florida State Sales and Use Tax. The CITY will sign an exemption certificate submitted by the CONTRACTOR. The CONTRACTOR shall not be exempted from paying sales tax to its suppliers for materials used to fulfil contractual obligations with the CITY, nor is the CONTRACTOR authorized to use the CITY's Tax Exemption Number in securing such materials.

The CONTRACTOR shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes, and benefits with respect to this Contract.

ARTICLE 10 - AVAILABILITY OF FUNDS

The CITY's performance and obligation to pay under this Contract is contingent upon annual appropriations being made by the City of Riviera Beach City Council.

ARTICLE 11 - INSURANCE

A. Prior to execution of this Contract by the CITY, the CONTRACTOR shall provide certificates evidencing insurance coverage as required hereunder. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Certificates shall clearly indicate that the CONTRACTOR has obtained insurance of the type, amount, and classification as required for strict compliance with this Article and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the CITY's representative. Compliance with the foregoing requirements shall not relieve the CONTRACTOR of its liability and obligations under this Contract.

B. The CONTRACTOR shall maintain during the term of this Contract, standard Professional Liability Insurance in the minimum amount of $2,000,000.00 per occurrence.

C. The CONTRACTOR shall maintain, during the life of this Contract, commercial general liability, including contractual liability insurance in the amount of $1,000,000.00 per occurrence, $2,000,000.00 annual aggregate to protect the CONTRACTOR from claims for damages for bodily and personal injury, advertising injury including wrongful death, as well as $1,000,000.00 per occurrence from claims of property damages, $2,000,000.00 products and completed operations coverage which may arise from any operations under this Contract, whether such operations be by

the CONTRACTOR or by anyone directly or indirectly employed by or contracting with the CONTRACTOR.

D. The CONTRACTOR shall maintain, during the life of this Contract, comprehensive automobile liability insurance in the minimum amount of $1,000,000.00 combined single limit for bodily injury and property damages liability to protect the CONTRACTOR from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use, or maintenance of owned and non-owned automobiles, including, but not limited to, leased and rented automobiles whether such operations be by the CONTRACTOR or by anyone, directly or indirectly, employed by the CONTRACTOR.

E. The parties to this Contract shall carry Workers' Compensation Insurance and Employer's Liability Insurance for all employees as required by Florida Statutes. In the event that a party does not carry Workers' Compensation Insurance and chooses not to obtain same, such party shall then, in accordance with Section 440.05, Florida Statutes, apply for and obtain an exemption authorized by the Department of Insurance and shall provide a copy of such exemption to the CITY.

G. All insurance, other than Professional Liability and Workers' Compensation, to be maintained by the CONTRACTOR shall specifically include the CITY as an "Additional Insured."

ARTICLE 12 - INDEMNIFICATION

To the extent allowed by Florida law, the CONTRACTOR shall indemnify and hold harmless the CITY, its agents, officers, and employees from and against any and all claims, liabilities, losses, costs, and/or causes of action which may arise from any negligent act, recklessness, or intentional wrongful conduct of the CONTRACTOR, its agents, officers, or employees in the performance of services under this Contract.

The CONTRACTOR further agrees to indemnify and hold harmless the CITY, its agents, officers, and employees from and against any claim, demand or cause of action of whatsoever kind or nature arising out of any conduct or misconduct of the CONTRACTOR not included in the paragraph above and for which the CITY, its agents, officers or employees are alleged to be liable.

The CONTRACTOR shall pay all claims, losses, liens, fines, settlements or judgments of any nature whatsoever in connection with the foregoing indemnification including, but not limited to, all costs, expert witness fees, reasonable attorney fees, and court and/or arbitration costs. These indemnifications shall survive the term of this Contract or any renewal thereof.

Nothing contained in this Article shall be construed or interpreted as consent by the CITY to be sued, nor as a waiver of sovereign immunity beyond the waiver provided in Section 768.28, Florida Statutes.

ARTICLE 13 - SUCCESSORS AND ASSIGNS

The CITY and the CONTRACTOR each bind itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the CITY nor the CONTRACTOR shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating

any personal liability on the part of any officer or agent of the CITY which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the CITY and the CONTRACTOR.

ARTICLE 14 - VENUE

This Contract and any dispute, disagreement, or issue of construction or interpretation arising hereunder whether relating to its execution, its validity, the obligations provided therein, performance or breach shall be governed and interpreted according to laws of the State of Florida. Venue for any and all legal action necessary to enforce the Contract will be held within Palm Beach County.

ARTICLE 15 - REMEDIES

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

ARTICLE 16 - CONFLICT OF INTEREST

The CONTRACTOR represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder, as provided for in Section 112.311, Florida Statutes. The CONTRACTOR further represents that no person having any such conflicting interest shall be employed for said performance.

The CONTRACTOR shall promptly notify the CITY's representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest or other circumstances, which may influence or appear to influence the CONTRACTOR's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the CONTRACTOR may undertake and request an opinion of the CITY as to whether the association, interest or circumstance would, in the opinion of the CITY, constitute a conflict of interest if entered into by the CONTRACTOR. The CITY agrees to notify the CONTRACTOR of its opinion by certified mail within thirty (30) days of receipt of notification by the CONTRACTOR. If, in the opinion of the CITY, the prospective business association, interest or circumstance would not constitute a conflict of interest by the CONTRACTOR, the CITY shall so state in the notification and the CONTRACTOR shall, at its option, enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the CITY by the CONTRACTOR under the terms of this Contract.

Further, please be advised, in accordance with Section 112.313, Florida Statutes, and pertinent Opinions of the Florida Commission on Ethics, that if you or certain representatives of your company are a member of the city board, including an advisory board, you may be ineligible to enter into a contract/agreement with the CITY. If you are a member of the city board, including an advisory board, prior to executing this contract, please contact the Florida Commission on Ethics at (850) 488-7864 to secure an informal advisory opinion regarding your eligibility to enter into this contract.

ARTICLE 17 – DELAYS AND EXTENSION OF TIME

The CONTRACTOR shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of the CONTRACTOR or its subcontractors and without their fault or negligence. Such causes include but are not limited to: acts of God; natural or public health emergencies; labor disputes; freight embargoes; pandemics; epidemics; and abnormally severe and unusual weather conditions.

Upon the CONTRACTOR's request, the CITY shall consider the facts and extent of any failure to perform the work and, if the CONTRACTOR's failure to perform was without it or its subcontractors' fault or negligence the Contract Schedule and/or any other affected provision of this Contract shall be revised accordingly; subject to the CITY's rights to change, terminate, or stop any or all of the work at any time as set forth herein.

If the CONTRACTOR is delayed at any time in the process of the work by any act or neglect of the CITY or its employees, or by any other consultant employed by the CITY, or by changes ordered by the CITY or in an unusual delay in transportation, unavoidable casualties, or any causes beyond the CONTRACTOR's control, or by delay authorized by the CITY pending negotiation or by any cause which the CITY shall decide justifies the delay, then the time of completion shall be extended for any reasonable time the CITY may decide. No extension shall be made for delay occurring more than seven (7) days before claim therefore is made in writing to the CITY. In the case of continuing cause of delay, only one (1) claim is necessary.

This Article does not exclude the recovery of damages for delay by either party under other provisions in the Contract.

ARTICLE 18 - INDEBTEDNESS

The CONTRACTOR shall not pledge the CITY's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness. The CONTRACTOR further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

ARTICLE 19 - DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The CONTRACTOR shall deliver to the CITY's representative for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the CITY under this Contract.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the CITY or at its expense will be kept confidential by the CONTRACTOR and will not be disclosed to any other party, directly or indirectly, without the CITY's prior written consent unless required by a lawful order. All drawings, maps, sketches, programs, data base, reports or similar and other data developed, or purchased, under this Contract for or at the CITY's expense shall be and remain the CITY's property and may be reproduced and reused at the discretion of the CITY.

All covenants, agreements, representations and warranties made herein or otherwise made in writing by any party pursuant hereto, including but not limited to any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated hereby.

The CONTRACTOR shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the CITY as provided under Section 119.011(2), Florida Statutes, specifically agrees to:

a. Keep and maintain public records required by the CITY to perform the service.

b. Upon request from the CITY's custodian of public records or designee, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Contract and following completion of this Contract if the CONTRACTOR does not transfer the records to the City.

d. Upon completion of this Contract, transfer, at no cost, to the CITY all public records in possession of the CONTRACTOR or keep and maintain public records required by the CITY to perform the service. If the CONTRACTOR transfers all public records to the CITY upon completion of the Contract, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon completion of the Contract, the CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the CITY's custodian of public records or designee, in a format that is compatible with the information technology systems of the CITY.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE CITY CLERK'S OFFICE, CITY OF RIVIERA BEACH, 600 WEST BLUE HERON BLVD., RIVIERA BEACH, FL 33404, BY EMAIL AT CITYCLERK@RIVIERABEACH.ORG OR BY TELEPHONE 561-845-4090.

ARTICLE 20 - INDEPENDENT CONTRACTOR RELATIONSHIP

The CONTRACTOR is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the CITY. All persons engaged in any of the work or services performed pursuant to this Contract shall always, and in all places, be subject to the CONTRACTOR's sole direction, supervision, and control. The

CONTRACTOR shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the CONTRACTOR's relationship and the relationship of its employees to the CITY shall be that of an Independent Contractor and not as employees or agents of the CITY.

The CONTRACTOR does not have the power or authority to bind the CITY in any promise, agreement or representation other than as specifically provided for in this Contract.

ARTICLE 21 - CONTINGENT FEES

The CONTRACTOR warrants that has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONTRACTOR, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract.

ARTICLE 22 - ACCESS AND AUDITS

The CONTRACTOR shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least three (3) years after completion of this Contract. The CITY shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the CONTRACTOR's place of business.

ARTICLE 23 – COMMERCIAL NONDISCRIMINATION

The CONTRACTOR represents and warrants that it will comply with the City of Riviera Beach's Commercial Nondiscrimination Policy as described in Ordinance No. 4180 (Chapter 16.5, Division 4), as amended. As part of such compliance, the CONTRACTOR shall not discriminate on the basis of race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity or expression, disability, or genetic information in the solicitation, selection, hiring or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall the CONTRACTOR retaliate against any person for reporting instances of such discrimination. The, CONTRACTOR shall provide equal opportunity for subcontractors, subconsultants vendors and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the City's relevant marketplace. The CONTRACTOR understands and agrees that a material violation of this clause shall be considered a material breach of contract and may result in termination of the contract, disqualification or debarment of the Vendor from participating in County contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

ARTICLE 24 - ENFORCEMENT COSTS

All parties shall be responsible for their own attorney's fees, court costs and expenses if any legal action or other proceeding is brought for any dispute, disagreement, or issue of construction or interpretation

arising hereunder whether relating to the Contract's execution, validity, the obligations provided therein, or performance of this Contract, or because of an alleged breach, default or misrepresentation in connection with any provisions of this Contract.

ARTICLE 25 - AUTHORITY TO PRACTICE

The CONTRACTOR hereby represents and warrants that it has and will continue to maintain all licenses and approvals which are legally required to conduct its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the CITY upon request.

The CONTRACTOR shall be solely responsible for obtaining and complying with all necessary permits, licenses, approvals and authorizations required for any work done pursuant to this Contract from any federal, state, regional, county or city agency.

ARTICLE 26 - SEVERABILITY

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Contract, or the application of such terms or provisions, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 27 - PUBLIC ENTITY CRIMES

As provided in Section 287.132-133, Florida Statutes by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the date hereof. This notice is required by Section 287.133(3)(a), Florida Statutes.

ARTICLE 28 - MODIFICATIONS OF WORK

The CITY reserves the right to make changes in the Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the CONTRACTOR of the CITY's notification of a contemplated change, the CONTRACTOR shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change, (2) notify the CITY of any estimated change in the completion date, and (3) advise the CITY if the contemplated change shall affect the CONTRACTOR'S ability to meet the completion dates or schedules of this Contract.

If the CITY so instructs in writing, the CONTRACTOR shall suspend work on that portion of the Scope of Work affected by the contemplated change, pending the CITY's decision to proceed with the change.

If the CITY elects to make changes, the CITY shall initiate a Contract Amendment, and the CONTRACTOR shall not commence work on any such change until such written amendment is signed

by the CONTRACTOR and approved by the CITY COUNCIL FOR THE CITY OF RIVIERA BEACH or its designated representative.

ARTICLE 29 - NOTICE

All notices required in this Contract shall be sent by certified mail, return receipt requested, and also via email. If sent to the CITY shall be mailed to:

CITY OF RIVIERA BEACH
LATONYA AMMONS, PROCUREMENT DIRECTOR
1481 W 15TH STREET
RIVIERA BEACH, FL 33404
LAMMONS@RIVIERABEACH.ORG

If sent to the CONTRACTOR, it shall be mailed to:

FRESH START MAINTENANCE INC.
NICHOLAS PETRINO, CEO
2660 CARAMBOLA ROAD
WEST PALM BEACH, FL 33406
NICHOLAS@FRESHSTARTMAINTENANCE.COM

ARTICLE 30 - ENTIRETY OF CONTRACTUAL AGREEMENT

The CITY and the CONTRACTOR agree that this Contract and any attachments hereto or other documents as referenced in the Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article 28 - Modifications of Work.

ARTICLE 31 – SPECIAL CONDITIONS If APPICABLE

All materials and supplies provided by CONTRACTOR shall be in strict accordance with the plans and specifications approved by the CITY.

The CONTRACTOR shall furnish and maintain these bonds throughout the project's duration as provided for in Florida Statutes section 255.01 Et. Seq., covering the faithful performance of the Contract and payment of all obligations arising thereunder. The bonds shall be secured by the CONTRACTOR from a surety company licensed in the State of Florida with an "A-"rating or better in management and a "10" rating or better in strength as rated by Best's Key Rating Guide published by Alfred M. Best Company, Oldwick, New Jersey 08858.

The CONTRACTOR shall be required to provide Surety Bonds equal to one hundred percent (100%) of the Contract amount. The required premiums shall be paid by the CONTRACTOR.

In addition to the above minimum qualifications, the surety company must meet at least one of the following additional qualifications:

A. The surety company shall hold a current certificate or authority as an acceptable surety of federal bonds in accordance with the United States Department of Treasury Circular 570, Current Revision. The surety company shall provide the CITY with satisfactory evidence that such excess risk has been protected in an acceptable manner.

B. The surety company shall have at least the following minimum ratings in the latest revision of Best's Key Rating Guide: Best's Policy Holders Ratings –A- (minimum); Best Financial Category – Class 1.

C. The CITY will accept bonds in accordance with section 287.0935, Florida Statutes, for projects that do not exceed $500,000.

D. If the surety is declared bankrupt, becomes insolvent, its right to do business in the State of Florida is terminated, or it ceases to meet the requirements set forth above, the CONTRACTOR shall within ten (10) working days after notification by the CITY substitute another bond and surety company, at no cost to the CITY, meeting the above requirements.

ARTICLE 32 – INSPECTION OF WORK

The CITY's representative shall at all times have access to work wherever it is, in preparation or progress, and the CONTRACTOR shall provide proper facilities for such access and for inspection.

If the specifications, the CITY, the Contract Administrator instructions, laws, ordinances or any public authority require any work to be specially tested or approved, the CONTRACTOR shall give the CITY Representative timely notice of its readiness for inspection. If any such work should be covered up by CONTRACTOR and CITY Representative desires to inspect or re-inspect such work for any reason, at the sole discretion of CITY Representative, such work must be uncovered for examination, at the CONTRACTOR's expense.

ARTICLE 33 - TERMINOLOGY AND CAPTIONS

All pronouns, singular, plural, masculine, feminine or neuter, shall mean and include the person, entity, firm or corporation to which they relate as the context may require. Wherever the context may require, the singular shall mean and include the plural, and the plural shall mean and include the singular. The term "Contract" as used herein, as well as the terms "herein", "hereof", "hereunder", "hereinafter" and the like mean this Contract in its entirety and all exhibits, amendments and addenda attached hereto and made a part hereof. The captions and paragraph headings are for reference and convenience only and do not enter into or become a part of the context of this Contract, nor shall such headings affect the meaning or interpretation of this Contract.

ARTICLE 34 - TIME

The parties agree that time is of the essence in all respects under this Contract and failure by a party to complete performance within the time specified, or within a reasonable time if no time is specified herein

or in the exhibits, shall, at the option of the other party without liability, in addition to any other rights or remedies, relieve the other party of any obligation to accept such performance.

ARTICLE 35 - WAIVER

Failure of the City to enforce or exercise any right(s) under this Contract shall not be deemed a waiver of CITY's right to enforce or exercise said right(s) at any time thereafter.

ARTICLE 36 - PREPARATION

This Contract shall not be construed more strongly against either party regardless of who was more responsible for its preparation.

ARTICLE 37 - MATERIALITY

CITY and CONTRACTOR acknowledge that each has had the benefit of counsel or the ability to retain counsel and full and free access to counsel in connection with the negotiation and execution of Contract, that each has consulted or could have consulted with counsel in connection with this Contract, and that each has had the opportunity, prior to execution, to read this Contract and fully understand all of its provisions. Should any provision in this Contract require judicial or quasi-judicial interpretation it is agreed that a Court or other dispute resolution forum interpreting or enforcing the same shall not apply a presumption that the terms hereof shall be more strictly construed against any party by reason of the rule construction that a document is to be construed more strictly against the party who itself or through its agent has prepared the same. CITY and CONTRACTOR agree that this Contract is the product and result of a joint effort.

ARTICLE 38 - REPRESENTATIONS/BINDING AUTHORITY

CONTRACTOR has full power, authority and legal right to execute and deliver this Contract and perform all of its obligations under this Contract. By signing this, **Nicholas Petrino, CEO,** hereby represents to the CITY that **Nicholas Petrino, CEO,** has the authority and full legal power to execute this Contract and any and all documents necessary to effectuate and implement the terms of this Contract on behalf of the party for whom he is signing and to bind and obligate such party with respect to all provisions contained in this Contract.

ARTICLE 39 - EXHIBITS

Each exhibit referred to in this Contract forms an essential part of this Contract. The exhibits, if not physically attached, should be treated as part of this Contract and are incorporated herein by reference.

ARTICLE 40 - CONTRACT DOCUMENTS AND CONTROLLING PROVISIONS

This Contract consists of this Contract and all exhibits attached hereto. The CONTRACTOR agrees to be bound by all the terms and conditions set forth in this Contract. To the extent that a conflict exists between this Contract and the exhibits, the terms, conditions, covenants, and/or provisions of this

Contract shall prevail. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

ARTICLE 41 - LEGAL EFFECT

This Contract shall not become binding and effective until approved by the City Council of the City of Riviera Beach, for which such approval CONTRACTOR shall be promptly notified.

ARTICLE 42 - NOTICE OF COMPLAINTS OR SUITS

Each party will promptly notify the other of any complaint, claim, suit or cause of action threatened or commenced against it which arises out of or relates, in any manner, to the performance of this Contract. Each party agrees to cooperate with the other in any investigation either may conduct, the defense of any claim or suit in which either party is named and shall do nothing to impair or invalidate any applicable insurance coverage.

ARTICLE 43 – SURVIVABILITY

Any provision of this Contract which is of a continuing nature or imposes an obligation which extends beyond the term of this Contract shall survive its expiration or earlier termination.

ARTICLE 44 - DEFAULT

Notwithstanding anything contained in this Contract to the contrary, the parties agree that the occurrence of any of the following shall be deemed a material event of default and shall be grounds for termination:

a. The filing of a lien by any subcontractor or third tier subcontractor including, but not limited to materialmen, suppliers, or laborers, upon any property, right of way, easement, other interest in land or right to use such land within the territorial boundaries of the CITY which lien is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR;

b. The filing of any judgment lien against the assets of the CONTRACTOR related to the performance of this Contract which is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR; or

c. The filing of a petition by or against the CONTRACTOR for relief under the Bankruptcy Code, or for its reorganization or for the appointment of a receiver or trustee of the CONTRACTOR or the CONTRACTOR's property; or an assignment by the CONTRACTOR for the benefit of creditors; or the taking possession of the property of the CONTRACTOR by any governmental officer or agency pursuant to statutory authority for the dissolution or liquidation the CONTRACTOR; or if a temporary or permanent receiver or trustee shall be appointed for the CONTRACTOR or for the CONTRACTOR's property and such temporary or permanent receiver or Trustee shall not be discharged within thirty (30) days from the date of appointment.

The CONTRACTOR shall provide written notice to the CITY of the occurrence of any event of default within ten (10) days of the CONTRACTOR's receipt of notice of any such default.

ARTICLE 45 - WAIVER OF SUBROGATION

The CONTRACTOR hereby waives any and all rights to Subrogation against the CITY, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then the CONTRACTOR shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which a condition to the policy specifically prohibits such an endorsement, or voids coverage should the CONTRACTOR enter into such an agreement on a pre-loss basis.

ARTICLE 46 - RIGHT TO REVIEW

The CITY, by and through its Risk Management Division, in cooperation with the contracting/monitoring department, reserves the right to review, reject or accept any required policies of insurance, including limits, coverages, or endorsements, therein from time to time throughout the term of this Contract. The CITY reserves the right, but not the obligation, to review and reject any insurer providing coverage because of poor financial condition or failure to operate legally.

ARTICLE 47 – WAIVER OF TRIAL BY JURY

IN THE EVENT OF LITIGATION ARISING FROM THIS CONTRACT, CITY AND CONTRACTOR KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE ANY RIGHT TO A TRIAL BY JURY. CITY AND INDEPENDENT CONTRACTOR HEREBY ACKNOWLEDGE THAT THIS WAIVER PROVISION IS A MATERIAL INDUCEMENT FOR EACH PARTY AGREEING TO ENTER INTO THIS CONTRACT.

ARTICLE 48 – PALM BEACH COUNTY INSPECTOR GENERAL

In accordance with Palm Beach County ordinance number 2011-009 as codified in 2-421 through 2-440 of the County's Code, the CONTRACTOR acknowledges that this Contract may be subject to investigation and/or audit by the Palm Beach County Inspector General. The CONTRACTOR has reviewed the ordinance and is aware of its rights and/or obligations under such ordinance.

This Contract is subject to any and all applicable conflict of interest provisions found in the CITY procurement ordinance, Chapter 16.5, the Palm Beach County Code of Ethics and Ch. 112, Part III, Florida Statutes. During the term of this Contract and any renewals or extensions thereof, the Independent Contractor shall continue to disclose to the CITY any possible conflicts of interests. The CONTRACTOR's duty to disclose is of a continuing nature and any conflict of interest shall be immediately brought to the attention of the CITY.

ARTICLE 49 - E-VERIFY - EMPLOYMENT ELIGIBILITY

CONTRACTOR warrants and represents that it is in compliance with Section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify System (E-Verify.gov), and beginning January 1, 2021, uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers; and (2) has verified that all of CONTRACTOR's sub-consultants performing the duties and obligations of this CONTRACT are registered with the E-Verify System, and beginning January 1, 2021, use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

CONTRACTOR shall obtain from each of its sub-consultants an affidavit stating that the sub-consultant does not employ, contract with, or subcontract with an Unauthorized Alien, as that term is defined in Section 448.095(1)(k), Florida Statutes, as may be amended. CONTRACTOR shall maintain a copy of any such affidavit from a sub-consultant for, at a minimum, the duration of the subcontract and any extension thereof. This provision shall not supersede any provision of this CONTRACT which requires a longer retention period.

CITY shall terminate this CONTRACT if it has a good faith belief that CONTRACTOR has knowingly violated Section 448.09(1), Florida Statutes, as may be amended. If CITY has a good faith belief that CONSULTANT'S sub-consultant has knowingly violated Section 448.09(1), Florida Statutes, as may be amended, CITY shall notify CONTRACTOR to terminate its contract with the sub-consultant and CONSULTANT shall immediately terminate its contract with the sub-consultant. If CITY terminates this CONTRACT pursuant to the above, CONTRACTOR shall be barred from being awarded a future contract by CITY for a period of one (1) year from the date on which this CONTRACT was terminated. In the event of such contract termination, CONTRACTOR shall also be liable for any additional costs incurred by CITY as a result of the termination.

ARTICLE 50 - SCRUTINIZED COMPANIES

a. As provided in Section. 287.135, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to Section 215.4725, Florida Statutes. Pursuant to Section 287.135(3)(b), Florida Statutes, if CONTRACTOR is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, this Contract may be terminated at the option of the CITY.

b. **When contract value is greater than $1 million:** As provided in Section. 287.135, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in The Iran Petroleum Energy Sector List created pursuant to Section.215.473, Florida Statutes or is engaged in business operations in Cuba or Syria.

If the CITY determines, using credible information available to the public, that a false certification has been submitted by CONTRACTOR, this Contract may be terminated and a civil penalty equal to the

greater of $2 million or twice the amount of this Contract shall be imposed, pursuant to Section. 287.135, Florida Statutes. Said certification must also be submitted at the time of Contract renewal, if applicable.

ARTICLE 51 – DISCLOSURE OF FOREIGN GIFTS AND CONTRACTS WITH FOREIGN COUNTRIES OF CONCERN

Pursuant to F.S. 286.101, as may be amended, by entering into this Contract or performing any work in furtherance thereof, the CONTRACTOR certifies that it has disclosed any current or prior interest of, any contract with, or any grant or gift received from a foreign country of concern where such interest, contract, or grant or gift has a value of $50,000 or more and such interest existed at any time or such contract or grant or gift was received or in force at any time during the previous five (5) years.

ARTICLE 52 – PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING – F.S. 287.05701

CONTRACTOR is hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the CITY will not request documentation of or consider a CONTRACTOR's social, political, or ideological interests when determining if the CONTRACTOR is a responsible CONTRACTOR. CONTRACTOR is further notified that the CITY's governing body may not give preference to a CONTRACTOR based on the CONTRACTOR's social, political, or ideological interests.

ARTICLE 53 - HUMAN TRAFFICKING AFFIDAVIT

Pursuant to Florida Statue 787.06, CONTRACTOR warrants and represents that it does not use coercion for labor or services. CONTRACTOR submitted the Nongovernmental Entity Human Trafficking Affidavit.

SIGNATURES ON FOLLOWING PAGE

CONTRACT WITH THE CITY OF RIVIERA BEACH

IN WITNESS WHEREOF, the Parties unto this Contract have set their hands and seals on the day and date first written above.

CORPORATE SEAL

CITY OF RIVIERA BEACH

BY: _____
DOUGLAS LAWSON
MAYOR

FRESH START MAINTENANCE INC.

BY: _____
NICHOLAS PETRINO
CEO
2/10/26

ATTEST:

BY: _____
DEBRAH HALL-MCCULLON
CERTIFIED MUNICIPAL CLERK
CITY CLERK

APPROVED AS TO TERMS AND CONDITIONS

BY: _____
CLARENCE SIRMONS
DIRECTOR OF DEVELOPMENT SERVICES

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: _____
DAWN S. WYNN
CITY ATTORNEY

Date: _____

Procurement Initials _____

EXHIBIT "A"
SCOPE OF WORK

1. PURPOSE:
The City of Riviera Public Works Department (Public Works) is seek bids from qualified bidders, (hereinafter referred to as "Contractor") to provide lot clearing, cutting and related services.

The Contractor shall furnish all labor, materials, equipment, to remove trash and debris, mow lawns, trim weeds, trees, shrubs and bushes on properties located within City limits on an as needed basis, as requested by designated City Code Compliance Division within the City of Riviera Beach (hereinafter "City") as more particularly described in this ITB.

Prices offered on the Bid Cost Proposal (Bid Sheet) Form are all inclusive and shall constitute complete compensation. Failure on the part of the Contractor to completely and properly evaluate any factors of costs prior to bidding shall not form a basis for additional compensation.

2. CONTRACT ADMINISTRATOR:
The designated Contract Administrator/Project Contact Administrators during the performance of this Contract shall be Nehru Balgobin, Code Compliance Administrator who may be contacted at 561-882-3509, nbalgobin@rivierabeach.org and Sedrick Clarke, Operations Manager Public Works Department at 561 840 -3119, sclarke@rivierabeach.org.

3. SERVICE LOCATIONS:
The Contractor shall provide lot cleaning, cutting and related services within the City of Riviera Beach boundaries including the CRA zone.

4. SCOPE OF WORK:
Services shall include, but not be limited to, mowing overgrown grass or weeds; trimming of trees, shrubs, bushes or hedges including vegetation that obstructs rights-of-way, streets or sidewalks, obstructs visibility or is a hurricane debris hazard; and the removal of all trash, garbage, litter, debris, furniture and appliances.

Services work order will result from identified violations of City ordinances by City Code Enforcement staff on properties within the City; therefore, work will be performed primarily on privately owned properties, not on City-owned property.

Contractor(s) will be assigned lots to clear on a case-by-case basis, at the sole discretion of the City Code Compliance Division staff. The city makes no guarantee as to the number of lot clearing assignments to be awarded.

Each lot may vary as to the type of work required. The City will specify the requirements on the work request. The following are the technical specifications for completing a work request.

1. All trash, litter and debris shall be removed from the entire area prior to mowing.
2. Grass shall be mowed to a height of no less than two, or greater than three, inches.
3. Mowing shall be done carefully so as not to tear the bark off trees or shrubs, intrude into ground cover beds, damage sodded areas or topsoil, cause damage to sprinkler heads, valves, curbs, sidewalks or other facilities.

4. Weed and grass trimming along fences, hedges, other property boundary barriers, fire hydrants, poles, trees, sidewalks, driveways, houses, etc. is to be completed consistent with the height and care standards in B. and C. above.
5. Trimming of shrubs, hedges and trees shall be as stated on the work request.
6. Trash, litter, debris, grass and weed clippings, limbs, leaves, other materials and appliances and furniture shall be removed from yards, walks, drives, gutters and curbs and other surfaces on the same day of mowing or trimming. All materials shall be removed from the site and disposed of according to City and County requirements. Nothing shall be placed for City sanitation pick-up. **Contractor must provide a drop-off ticket in order to be reimbursed.**
7. All lot clearing work shall be performed Monday through Friday 7:00 am to 5:00 pm.

Any and all damage due to negligence of the Contractor shall be repaired or replaced according to City code requirements. This includes damaged or broken water lines, curbs, sidewalks, and street. All costs for the repair or replacement will be borne by the Contractor. Payment for services may be withheld or deductions made until repairs and/or corrections can be made.

5. PHOTOGRAPHS

It is a requirement that the contractor take before and after pictures of every lot assigned. The pictures must be submitted with the invoice. This requirement is imperative and no invoice will be paid without photographs showing the before and after of each lot. An instant camera photograph is acceptable

6. WORK ORDERS

1 Work Orders Services will be requested by City via Work Order. Work Order will be issued by City on an as needed basis.

2. All Work Orders shall be on the City's form. The form of City's Work Order is attached to this Agreement as **Exhibit C**. Each Work Order will detail the specific scope of work, schedule for ITB 1133-24-4 completion and compensation based on the unit prices contained in the Agreement.

3. Issuance of Work Orders. Code Compliance staff will contact Contractor and issue a Work Order. If the Services for the particular Work Order required computing the amount of trash or refuse to be removed, the City may request Contractor to meet at the site to agree upon the quantities involved. The Code Compliance Manager must authorize each Work Order No work is authorized until a Work Order is properly authorized by the City. All terms and conditions of the Agreement will be applicable to each Work Order.

The Work Order will specify the following:

1. Square feet to be mowed, trimmed, and cleaned.
2. Number of appliances or pieces of large furniture to be removed.
3. Shrubs or trees to be trimmed.
4. Trash/debris to be removed and hauled if needed.
5. Other work to be completed.

4. Compliance with Work Orders - Contractor(s) shall perform only those tasks listed on the Work Order. Contractor(s) will **not** be compensated for tasks not listed in the Work Order or property authorized in advance
5. Completion Time - The Contractor(s) agrees to complete the work under each Work Order within five (5) working days from the date of the work request. If the work is not completed within five (5) working days, the City reserves the right to have the work done by another Contractor.

6. Owner Compliance - Upon arrival at a property where the Contractor(s) observes that the work listed on the Work Order has been completed or is in the process of being performed, the Contractor(s) should not enter the property and should immediately notify the Code Compliance staff to request release from the Work Order and may request a new Work Order assignment if no other Work Order are pending completion. Furthermore, if the Contractor(s) should encounter or observe any unusual circumstances or conditions, which could be perceived as being suspicious or hazardous, the Contractor(s) should not enter upon the property and should notify the Code Compliance staff to request assistance prior to entering the property to perform the assigned Services.

7 Work Order Acceptance - City Code Enforcement staff will inspect the work upon notification by the Contractor(s) that the Work Order has been completed. Acceptance of work performed will be made by the City after Code Enforcement staff has determined that the work authorized under each Work Order is completed consistent with the Work Order and the Agreement.

7. EMERGENCY SERVICES:
During and after a public emergency, disaster, hurricane, flood, and acts of God, the City shall be given "First Priority" for all services under this contract. Contractor agrees to provide all services to the City during and after the emergency / disaster at the same terms, conditions, and prices as provided in this solicitation and with a priority above and preference over services to the private sector.

8. UNIFORM/BADGING:
The Contractor employees assigned to this contract must wear a professional uniform with the company name permanently affixed to the uniform. Uniforms shall comply with all safety provisions from the Florida Department of transportation, OSHA, and the City.

7. CONTRACTOR VEHICLES:
The Contractor's company vehicles shall be distinctly labeled with the company name; and shall only be parked in designated spaces provided by the City.

8. DAMAGE REIMBURSEMENT:
The Contractor shall be solely responsible for, and shall reimburse the City, any and all costs and/or expense of any kind or nature relating to the correction of any damage to any City property resulting from providing the requested services herein.

9. CLEAN UP:
All debris shall be removed from the premises at the end of each job and disposed of in an appropriate manner. Upon final completion, the Contractor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated Contract Administrator / Designee.

10. INVOICING AND PAYMENT:

The Contractor shall submit a detailed "itemized" invoice list of labor used under this agreement.

EXHIBIT "B"
BID COST PROPOSAL FORM (BID SHEET)
ITB 1199-25-4: LOT CLEARING CUTTING AND RELATED SERVICES

ATTACHMENT "B"

PRICE PROPOSAL FORM
ALL PRICES SHALL REMAIN VALID FOR ONE HUNDRED AND TWENTY (120) DAYS AFTER BID OPENING

Lot Mowing, weeding, edging

	Rate	
Lot - up to 3375 sq. ft.	75.00	lot
Lot – 3376 – 6750 sq. ft.	100.00	lot
6751 – 13,500 sq. ft.	150.00	lot
13,501 sq. ft. or more	300.00	lot
up to 3375 sq. ft. with structure	65.00	lot
3376 – 6750 sq. ft. with structure	80.00	lot
6751 – 13,500 sq. ft. with structure	130.00	lot
13,501 sq. ft. or more with structure	180.00	lot

Trimming, removal, hauling, and disposal of hedges and bush

linear foot of bushes/hedges to be trimmed/removed	5.00 Per ft.	each

Removal of Construction debris

Removal of Construction Debris to an approved dump site	100.00	per cubic yard

Cut, trim (grind), and remove of tree branches

trees to be cut, trimmed, or removed	75.00	Per hr

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Riviera Beach

Pick up / bag and remove trash, garbage, and litter to the dump site.	120.00	per cubic yard

Household items to be removed

Mattresses	35.00	each
Ovens/Stoves	30.00	each
Tires	45.00	each
Refrigerators	30.00	each
Misc. furniture, household items (ex., Frames, tables, chairs, dressers)	50.00	each
Other Services requested by the Department	52.00	hr per man

NAME OF BUSINESS: Fresh Start Maintenance Inc

SIGNATURE OF AUTHORIZED OFFICER:

PRINTED NAME AND TITLE: Nicholas Petrino

DATE September 16, 2025

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Riviera Beach

EXH0IBIT "C"
WORK ORDER
ITB 1199-25-4: LOT CLEARING CUTTING AND RELATED SERVICES

Phone Number: _____ **Date:** _____

Email: _____

Property Address: _____ Property Control
_____

Status of Occupancy:_____ **Case #**
_____

City Representative_____ **Cell Phone #** (____)_____

Please check the appropriate boxes for the work to be performed:

Mowing, weed-eating, edging

[ ] Vacant Lot - up to 3375 sq. ft.	$_____/lot
[ ] Vacant Lot – 3376 – 6750 sq. ft.	$_____ /lot
[ ] Vacant Lot - 6751 – 13,500 sq. ft.	$_____ /lot
[ ] Vacant Lot - 13,501 sq. ft. or more	$_____/lot
[ ] With Structure – up to 3375 sq. ft.	$_____/lot
[ ] With Structure - 3376 – 6750 sq. ft.	$_____/lot
[ ] With Structure - 6751 – 13,500 sq. ft.	$_____/lot
[ ] With Structure - 13,501 sq. ft. or more	$_____/per sq. ft.

Trimming, removal, hauling and disposal of hedges and bushes

[ ] linear foot of bushes/hedges to be trimmed/removed	$_____ per hour

Removal of Construction debris

[ ] Amount of construction debris to be removed	$_____ per cubic yard

Cut, trim (grind) and removal of tree branches

[ ] # trees to be cut, trimmed or removed	$ _____ /hr. per man

Pick up / bag and remove trash, garbage and litter to dump site.

[ ] # cubic yards	$ _____ per cubic

Household items to be removed

[ ] # Mattresses	$ _____ ea
[ ] # Tires	$ _____ ea
[ ] # Refrigerators	$_____ ea

[ ] # Misc. furniture, household items (ex. Frames, tables, chairs, dressers)

$_____ ea.

[ ] **Other Services requested by Code Enforcement** $_____ /hr. per man hour

Describe:

_____
_____
_____
_____
_____
_____

The Provider shall complete the Services under this Work Order within five (5) working days from the date of the Work Order authorization, except as otherwise provided under the Agreement.

All Fees shall reflect the Fee Schedule under the Agreement.

This Work Order shall be performed under the terms and conditions described within the Master Services Agreement for Lot Clearing Services dated_____, by and between the City of Riviera Beach and the Provider named above (the "Agreement").

Authorized by: _____ **Date:** _____
Authorized Contract Administrator.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/10/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Floridian Coastline Group
2450 E Commercial Blvd
Suite 203
Ft Lauderdale FL 33308

CONTACT NAME: Monica Cavaioli
PHONE (A/C, No, Ext): (954) 302-4531 **FAX (A/C, No):** (954) 692-3941
E-MAIL ADDRESS: monica@floridiancoastline.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Liberty Mutual	
INSURER B : ASCENDANT AUTO	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
FRESH START MAINTENANCE INC
2660 CARAMBOLA RD
WEST PALM BEACH FL 33416

COVERAGES **CERTIFICATE NUMBER:** CL2161415885 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [X] PRO-JECT [ ] LOC [X] OTHER: Pollution			BKS62682591	06/15/2025	06/15/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 300,000 $ 15,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
B	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			CA-75297-0	01/26/2026	01/26/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	[ ] UMBRELLA LIAB [ ] OCCUR [X] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			USO62682591	06/15/2025	06/15/2026	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		XWS62682591	06/15/2025	06/15/2026	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER
City of Riviera Beach Attn: Risk Manager
600 West Blue Heron Blvd
Riviera Beach FL 33404

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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PROFESSIONAL SERVICES CONTRACT

This Contract is made as of this ____day of _____, 2026, by and between the City of Riviera Beach, a municipal corporation existing under the laws of the State of Florida, whose address is 600 West Blue Heron Blvd., Riviera Beach, FL 33404, by and through its City Council, hereinafter referred to as the CITY, and **ARBORIA LANDSCAPE & TREE CARE LLC,** a corporation authorized to do business in the State of Florida, whose address is 7260 SW 4th Street Miami, FL, 33146, hereinafter referred to as the CONTRACTOR, whose Federal I.D. number is 99-0578772

In consideration of the mutual promises contained herein, the CITY and the CONTRACTOR agree as follows:

ARTICLE 1 - SERVICES

The CONTRACTOR's responsibility under this Contract is to provide Lot clearing, cutting and related services, as more specified in the Scope of Services detailed in Exhibit "A".

The CITY's Contact Administrators during the performance of this Contract shall be Nehru Balgobin, Code Compliance Administrator, Development Services who may be contacted at (561) 882-3509, nbalgobin@rivierabeach.org and Sedrick Clarke, Operations Manager Public Works Department who may be contacted at (561) 840-3119, sclarke@rivierabeach.org. CONTRACTOR'S contact shall be Leonel Hiedra, Jr., who may be contacted at (768) 556-5424.

ARTICLE 2 – SCHEDULE

The CONTRACTOR shall commence services on _____, **2026** and complete all services by _____, **2029**,

The CITY reserves the right to renew this contract for an additional two (2), one (1) year renewal periods if determined in the best interest of the CITY. Notification of intent to renew will be sent in advance of expiration date of this contract.

All prices, terms, and conditions shall remain fixed for the initial period of the contract. Renewal terms allow for a request for an increase at the time of renewal based on contractor's cost increase not to exceed three percent (3%) at each renewal subject to appropriation of funds by the CITY.

ARTICLE 3 - PAYMENTS TO CONTRACTOR

A. Generally - The CITY agrees to compensate the CONTRACTOR with the proposed rates as outlined in the attached cost bid submittal, or the amount of funds annually budgeted for these services. The CITY shall not reimburse the CONTRACTOR for any travel costs incurred as a direct result of the CONTRACTOR providing deliverables to the CITY in pursuance of the scope containing **EXHIBIT A,** without specific prior written approval of the City.

B. Invoices received from the CONTRACTOR pursuant to this Contract will be reviewed and approved by the CITY's representative, to verify that services have been rendered in conformity

with the Contract. Approved invoices will then be sent to the Finance Department for payment and will normally be paid within thirty (30) days following the CITY representative's approval.

C. All requests for payment of expenses eligible for reimbursement under the terms of this Contract shall include copies of receipts, invoices, or other documentation acceptable to the Finance Department.

D. Final Invoice: In order for both parties herein to close their books and records, the CONTRACTOR will clearly state "Final Invoice" on the CONTRACTOR's final/last billing to the CITY. This certifies that all services have been properly performed and all charges and costs have been invoiced to the CITY. Since this account will thereupon be closed, any other further charges, if not properly included in this final invoice, are waived by the CONTRACTOR and the CITY shall have no obligations for any other costs or expenses thereafter.

E. Payments to the CONTRACTOR shall be sent to:

ARBORIA LANDSCAPE & TREE CARE LLC.
7260 SW 4th Street
Miami FL 33144

ARTICLE 4 - TRUTH-IN NEGOTIATION CERTIFICATE

Signature of this Contract by the CONTRACTOR shall also act as the execution of a truth-in-negotiation certificate certifying that the wage rates, over-head charges, and other costs used to determine the compensation provided for in this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged to the CONTRACTOR's most favored customer for the same or substantially similar service.

The said rates and costs shall be adjusted to exclude any significant sums should the CITY determine that the rates and costs were increased due to inaccurate, incomplete or noncurrent wage rates or due to inaccurate representations of fees paid to outside consultants. The CITY shall exercise its right under this Article within three (3) years following final payment.

ARTICLE 5 – TERMINATION

This Contract may be terminated by the CONTRACTOR upon thirty (30) days prior written notice to the CITY's representative in the event of substantial failure by the CITY to perform in accordance with the terms of this Contract through no fault of the CONTRACTOR; provided the CITY fails to cure same within that thirty (30) day period. It may also be terminated, in whole or in part, by the CITY, with or without cause, immediately upon written notice to the CONTRACTOR. Unless the CONTRACTOR is in breach of this Contract, the CONTRACTOR shall be paid for services rendered to the CITY's satisfaction through the date of termination. After receiving a Termination Notice and except as otherwise directed by the CITY, the CONTRACTOR shall:

A. Stop working on the date and to the extent specified.

B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.

C. Transfer all work in progress, completed work, and other materials related to the terminated work to the CITY.

D. Continue and complete all parts of the work that have not been terminated.

ARTICLE 6 - PERSONNEL

The CONTRACTOR represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the CITY.

All of the services required hereunder shall be performed by the CONTRACTOR or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

The CONTRACTOR warrants that all services shall be performed by skilled properly licensed and competent personnel to the highest professional standards in their respective field(s).

The CONTRACTOR agrees that it is fully responsible to the CITY for the negligent acts and omissions of subcontractors, sub consultants, and of persons either directly or indirectly employed by the CONTRACTOR (hereinafter "subcontractor" or "subcontractors"). Nothing contained herein shall create any contractual relationship between any subcontractor and the CITY.

All of the CONTRACTOR's personnel and all of the CONTRACTOR's subcontractors will comply with all CITY requirements governing conduct, safety, and security while on or utilizing CITY premises/property.

ARTICLE 7 - SUBCONTRACTING

The CITY reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractor in order to make a determination as to the capability of the subcontractor to perform properly under this Contract. The CONTRACTOR is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

If a subcontractor fails to perform or make progress, as required by this Contract, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the CONTRACTOR shall promptly do so, subject to acceptance of the new subcontractor by the CITY.

If subcontractor(s) are used, the CONTRACTOR shall use only licensed and insured subcontractor(s), and shall require any subcontractor, as may be applicable, to provide a payment bond. All subcontractors shall be required to promptly make payments to any person who, directly or indirectly, provides services or supplies under this Contract.

The CONTRACTOR shall be responsible for the performance of all subcontractors.

ARTICLE 8 – SBE PARTICIPATION

The City's Procurement Ordinance has a Small Business Enterprises (SBE) participation component which may apply to this Contract. If it is determined by CITY staff that it applies, the CONTRACTOR agrees to abide by the provisions of the SBE section of the procurement code. The CONTRACTOR further agrees to maintain all relevant records and information necessary to document compliance with the Ordinance and agrees to allow the CITY to inspect such records and provide such records to the CITY upon request.

ARTICLE 9 - FEDERAL AND STATE TAX

The CITY is exempt from payment of Florida State Sales and Use Tax. The CITY will sign an exemption certificate submitted by the CONTRACTOR. The CONTRACTOR shall not be exempted from paying sales tax to its suppliers for materials used to fulfil contractual obligations with the CITY, nor is the CONTRACTOR authorized to use the CITY's Tax Exemption Number in securing such materials.

The CONTRACTOR shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes, and benefits with respect to this Contract.

ARTICLE 10 - AVAILABILITY OF FUNDS

The CITY's performance and obligation to pay under this Contract is contingent upon annual appropriations being made by the City of Riviera Beach City Council.

ARTICLE 11 - INSURANCE

A. Prior to execution of this Contract by the CITY, the CONTRACTOR shall provide certificates evidencing insurance coverage as required hereunder. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Certificates shall clearly indicate that the CONTRACTOR has obtained insurance of the type, amount, and classification as required for strict compliance with this Article and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the CITY's representative. Compliance with the foregoing requirements shall not relieve the CONTRACTOR of its liability and obligations under this Contract.

B. The CONTRACTOR shall maintain during the term of this Contract, standard Professional Liability Insurance in the minimum amount of $2,000,000.00 per occurrence.

C. The CONTRACTOR shall maintain, during the life of this Contract, commercial general liability, including contractual liability insurance in the amount of $1,000,000.00 per occurrence, $2,000,000.00 annual aggregate to protect the CONTRACTOR from claims for damages for bodily and personal injury, advertising injury including wrongful death, as well as $1,000,000.00 per occurrence from claims of property damages, $2,000,000.00 products and completed operations coverage which may arise from any operations under this Contract, whether such operations be by the CONTRACTOR or by anyone directly or indirectly employed by or contracting with the CONTRACTOR.

D. The CONTRACTOR shall maintain, during the life of this Contract, comprehensive automobile liability insurance in the minimum amount of $1,000,000.00 combined single limit for bodily injury and property damages liability to protect the CONTRACTOR from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use, or maintenance of owned and non-owned automobiles, including, but not limited to, leased and rented automobiles whether such operations be by the CONTRACTOR or by anyone, directly or indirectly, employed by the CONTRACTOR.

E. The parties to this Contract shall carry Workers' Compensation Insurance and Employer's Liability Insurance for all employees as required by Florida Statutes. In the event that a party does not carry Workers' Compensation Insurance and chooses not to obtain same, such party shall then, in accordance with Section 440.05, Florida Statutes, apply for and obtain an exemption authorized by the Department of Insurance and shall provide a copy of such exemption to the CITY.

G. All insurance, other than Professional Liability and Workers' Compensation, to be maintained by the CONTRACTOR shall specifically include the CITY as an "Additional Insured."

ARTICLE 12 - INDEMNIFICATION

To the extent allowed by Florida law, the CONTRACTOR shall indemnify and hold harmless the CITY, its agents, officers, and employees from and against any and all claims, liabilities, losses, costs, and/or causes of action which may arise from any negligent act, recklessness, or intentional wrongful conduct of the CONTRACTOR, its agents, officers, or employees in the performance of services under this Contract.

The CONTRACTOR further agrees to indemnify and hold harmless the CITY, its agents, officers, and employees from and against any claim, demand or cause of action of whatsoever kind or nature arising out of any conduct or misconduct of the CONTRACTOR not included in the paragraph above and for which the CITY, its agents, officers or employees are alleged to be liable.

The CONTRACTOR shall pay all claims, losses, liens, fines, settlements or judgments of any nature whatsoever in connection with the foregoing indemnification including, but not limited to, all costs, expert witness fees, reasonable attorney fees, and court and/or arbitration costs. These indemnifications shall survive the term of this Contract or any renewal thereof.

Nothing contained in this Article shall be construed or interpreted as consent by the CITY to be sued, nor as a waiver of sovereign immunity beyond the waiver provided in Section 768.28, Florida Statutes.

ARTICLE 13 - SUCCESSORS AND ASSIGNS

The CITY and the CONTRACTOR each bind itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the CITY nor the CONTRACTOR shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the CITY which may be a party hereto, nor

shall it be construed as giving any rights or benefits hereunder to anyone other than the CITY and the CONTRACTOR.

ARTICLE 14 - VENUE

This Contract and any dispute, disagreement, or issue of construction or interpretation arising hereunder whether relating to its execution, its validity, the obligations provided therein, performance or breach shall be governed and interpreted according to laws of the State of Florida. Venue for any and all legal action necessary to enforce the Contract will be held within Palm Beach County.

ARTICLE 15 - REMEDIES

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

ARTICLE 16 - CONFLICT OF INTEREST

The CONTRACTOR represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder, as provided for in Section 112.311, Florida Statutes. The CONTRACTOR further represents that no person having any such conflicting interest shall be employed for said performance.

The CONTRACTOR shall promptly notify the CITY's representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest or other circumstances, which may influence or appear to influence the CONTRACTOR's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the CONTRACTOR may undertake and request an opinion of the CITY as to whether the association, interest or circumstance would, in the opinion of the CITY, constitute a conflict of interest if entered into by the CONTRACTOR. The CITY agrees to notify the CONTRACTOR of its opinion by certified mail within thirty (30) days of receipt of notification by the CONTRACTOR. If, in the opinion of the CITY, the prospective business association, interest or circumstance would not constitute a conflict of interest by the CONTRACTOR, the CITY shall so state in the notification and the CONTRACTOR shall, at its option, enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the CITY by the CONTRACTOR under the terms of this Contract.

Further, please be advised, in accordance with Section 112.313, Florida Statutes, and pertinent Opinions of the Florida Commission on Ethics, that if you or certain representatives of your company are a member of the city board, including an advisory board, you may be ineligible to enter into a contract/agreement with the CITY. If you are a member of the city board, including an advisory board, prior to carrying out this contract, please contact the Florida Commission on Ethics at (850) 488-7864 to secure an informal advisory opinion regarding your eligibility to enter into this contract.

ARTICLE 17 – DELAYS AND EXTENSION OF TIME

The CONTRACTOR shall not be considered in default for reason of any failure in performance if such failure arises out of course reasonably beyond the control of the CONTRACTOR or its subcontractors and without their fault or negligence. Such causes include but are not limited to acts of God; natural or public health emergencies; labor disputes; freight embargoes; pandemics; epidemics; and abnormally severe and unusual weather conditions.

Upon the CONTRACTOR's request, the CITY shall consider the facts and extent of any failure to perform the work and, if the CONTRACTOR's failure to perform was without it or its subcontractors' fault or negligence the Contract Schedule and/or any other affected provision of this Contract shall be revised accordingly; subject to the CITY's rights to change, terminate, or stop any or all of the work at any time as set forth herein.

If the CONTRACTOR is delayed at any time in the process of the work by any act or neglect of the CITY or its employees, or by any other consultant employed by the CITY, or by changes ordered by the CITY or in an unusual delay in transportation, unavoidable casualties, or any causes beyond the CONTRACTOR's control, or by delay authorized by the CITY pending negotiation or by any cause which the CITY shall decide justifies the delay, then the time of completion shall be extended for any reasonable time the CITY may decide. No extension shall be made for delay occurring more than seven (7) days before claim therefore is made in writing to the CITY. In the case of continuing cause of delay, only one (1) claim is necessary.

This Article does not exclude the recovery of damages for delay by either party under other provisions in the Contract.

ARTICLE 18 - INDEBTEDNESS

The CONTRACTOR shall not pledge the CITY's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness. The CONTRACTOR further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

ARTICLE 19 - DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The CONTRACTOR shall deliver to the CITY's representative for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the CITY under this Contract.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the CITY or at its expense will be kept confidential by the CONTRACTOR and will not be disclosed to any other party, directly or indirectly, without the CITY's prior written consent unless required by a lawful order. All drawings, maps, sketches, programs, data base, reports or similar and other data developed, or purchased, under this Contract for or at the CITY's expense shall be and remain the CITY's property and may be reproduced and reused at the discretion of the CITY.

All covenants, agreements, representations and warranties made herein or otherwise made in writing by any party pursuant hereto, including but not limited to any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated hereby.

The CONTRACTOR shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the CITY as provided under Section 119.011(2), Florida Statutes, specifically agrees to:

A. Keep and maintain public records required by the CITY to perform the service.

B Upon request from the CITY's custodian of public records or designee, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Contract and following completion of this Contract if the CONTRACTOR does not transfer the records to the City.

D. Upon completion of this Contract, transfer, at no cost, to the CITY all public records in possession of the CONTRACTOR or keep and maintain public records required by the CITY to perform the service. If the CONTRACTOR transfers all public records to the CITY upon completion of the Contract, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon completion of the Contract, the CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the CITY's custodian of public records or designee, in a format that is compatible with the information technology systems of the CITY.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE CITY CLERK'S OFFICE, CITY OF RIVIERA BEACH, 600 WEST BLUE HERON BLVD., RIVIERA BEACH, FL 33404, BY EMAIL AT CITYCLERK@RIVIERABEACH.ORG OR BY TELEPHONE 561-845-4090.

ARTICLE 20 - INDEPENDENT CONTRACTOR RELATIONSHIP

The CONTRACTOR is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the CITY. All persons engaged in any of the work or services performed pursuant to this Contract shall always, and in all places, be subject to the CONTRACTOR's sole direction, supervision, and control. The CONTRACTOR shall exercise control over the means and manner in which it and its employees

perform the work, and in all respects the CONTRACTOR's relationship and the relationship of its employees to the CITY shall be that of an Independent Contractor and not as employees or agents of the CITY.

The CONTRACTOR does not have the power or authority to bind the CITY in any promise, agreement or representation other than as specifically provided for in this Contract.

ARTICLE 21 - CONTINGENT FEES

The CONTRACTOR warrants that has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONTRACTOR, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract.

ARTICLE 22 - ACCESS AND AUDITS

The CONTRACTOR shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least three (3) years after completion of this Contract. The CITY shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the CONTRACTOR's place of business.

ARTICLE 23 – COMMERCIAL NONDISCRIMINATION

The CONTRACTOR represents and warrants that it will comply with the City of Riviera Beach's Commercial Nondiscrimination Policy as described in Ordinance No. 4180 (Chapter 16.5, Division 4), as amended. As part of such compliance, the CONTRACTOR shall not discriminate on the basis of race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity or expression, disability, or genetic information in the solicitation, selection, hiring or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall the CONTRACTOR retaliate against any person for reporting instances of such discrimination. The CONTRACTOR shall provide equal opportunity for subcontractors, subconsultants vendors and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the City's relevant marketplace. The CONTRACTOR understands and agrees that a material violation of this clause shall be considered a material breach of contract and may result in termination of the contract, disqualification or debarment of the Vendor from participating in County contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

ARTICLE 24 - ENFORCEMENT COSTS

All parties shall be responsible for their own attorney's fees, court costs and expenses if any legal action or other proceeding is brought for any dispute, disagreement, or issue of construction or interpretation arising hereunder whether relating to the Contract's execution, validity, the obligations provided

therein, or performance of this Contract, or because of an alleged breach, default or misrepresentation in connection with any provisions of this Contract.

ARTICLE 25 - AUTHORITY TO PRACTICE

The CONTRACTOR hereby represents and warrants that it has and will continue to maintain all licenses and approvals which are legally required to conduct its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the CITY upon request.

The CONTRACTOR shall be solely responsible for obtaining and complying with all necessary permits, licenses, approvals and authorizations required for any work done pursuant to this Contract from any federal, state, regional, county or city agency.

ARTICLE 26 - SEVERABILITY

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Contract, or the application of such terms or provisions, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 27 - PUBLIC ENTITY CRIMES

As provided in Section 287.132-133, Florida Statutes by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the date hereof. This notice is required by Section 287.133(3)(a), Florida Statutes.

ARTICLE 28 - MODIFICATIONS OF WORK

The CITY reserves the right to make changes in the Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the CONTRACTOR of the CITY's notification of a contemplated change, the CONTRACTOR shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change, (2) notify the CITY of any estimated change in the completion date, and (3) advise the CITY if the contemplated change shall affect the CONTRACTOR'S ability to meet the completion dates or schedules of this Contract.

If the CITY so instructs in writing, the CONTRACTOR shall suspend work on that portion of the Scope of Work affected by the contemplated change, pending the CITY's decision to proceed with the change.

If the CITY elects to make changes, the CITY shall initiate a Contract Amendment, and the CONTRACTOR shall not commence work on any such change until such written amendment is signed by the CONTRACTOR and approved by the CITY COUNCIL FOR THE CITY OF RIVIERA BEACH or its designated representative.

ARTICLE 29 - NOTICE

All notices required in this Contract shall be sent by certified mail, return receipt requested, and also via email. If sent to the CITY, it shall be mailed to:

CITY OF RIVIERA BEACH
LATONYA AMMONS, PROCUREMENT DIRECTOR
1481 W 15TH STREET
RIVIERA BEACH, FL 33404
LAMMONS@RIVIERABEACH.ORG

If sent to the CONTRACTOR, it shall be mailed to:

ARBORIA LANDSCAPE & TREE CARE LLC.
LEONEL HIEDRA, JR., PRESIDENT
7260 SW 4TH STREET
MIAMI, FL 33146
ARBORIALANDSCAPES@GMAIL.COM

ARTICLE 30 - ENTIRETY OF CONTRACTUAL AGREEMENT

The CITY and the CONTRACTOR agree that this Contract and any attachments hereto or other documents as referenced in the Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article 28 - Modifications of Work.

ARTICLE 31 – SPECIAL CONDITIONS IF APPLICABLE

All materials and supplies provided by CONTRACTOR shall be in strict accordance with the plans and specifications approved by the CITY.

The CONTRACTOR shall furnish and maintain these bonds throughout the project's duration as provided for in Florida Statutes section 255.01 Et. Seq., covering the faithful performance of the Contract and payment of all obligations arising thereunder. The bonds shall be secured by the CONTRACTOR from a surety company licensed in the State of Florida with an "A-"rating or better in management and a "10" rating or better in strength as rated by Best's Key Rating Guide published by Alfred M. Best Company, Oldwick, New Jersey 08858.

The CONTRACTOR shall be required to provide Surety Bonds equal to one hundred percent (100%) of the Contract amount. The required premiums shall be paid by the CONTRACTOR.

In addition to the above minimum qualifications, the surety company must meet at least one of the following additional qualifications:

A. The surety company shall hold a current certificate or authority as an acceptable surety of federal

bonds in accordance with the United States Department of Treasury Circular 570, Current Revision. The surety company shall provide the CITY with satisfactory evidence that such excess risk has been protected in an acceptable manner.

B. The surety company shall have at least the following minimum ratings in the latest revision of Best's Key Rating Guide: Best's Policy Holders Ratings – A- (minimum); Best Financial Category – Class 1.

C. The CITY will accept bonds in accordance with section 287.0935, Florida Statutes, for projects that do not exceed $500,000.

D. If the surety is declared bankrupt, becomes insolvent, its right to do business in the State of Florida is terminated, or it ceases to meet the requirements set forth above, the CONTRACTOR shall within ten (10) working days after notification by the CITY substitute another bond and surety company, at no cost to the CITY, meeting the above requirements.

ARTICLE 32 – INSPECTION OF WORK

The CITY's representative shall always have access to work wherever it is, in preparation or progress, and the CONTRACTOR shall provide proper facilities for such access and for inspection.

If the specifications, the CITY, the Contract Administrator instructions, laws, ordinances or any public authority require any work to be specially tested or approved, the CONTRACTOR shall give the CITY Representative timely notice of its readiness for inspection. If any such work should be covered up by CONTRACTOR and CITY Representative desires to inspect or re-inspect such work for any reason, at the sole discretion of CITY Representatives, such work must be uncovered for examination, at the CONTRACTOR's expense.

ARTICLE 33 - TERMINOLOGY AND CAPTIONS

All pronouns, singular, plural, masculine, feminine or neuter, shall mean and include the person, entity, firm or corporation to which they relate as the context may require. Wherever the context may require, the singular shall mean and include the plural, and the plural shall mean and include the singular. The term "Contract" as used herein, as well as the terms "herein", "hereof", "hereunder", "hereinafter" and the like mean this Contract in its entirety and all exhibits, amendments and addenda attached hereto and made a part hereof. The captions and paragraph headings are for reference and convenience only and do not enter into or become a part of the context of this Contract, nor shall such headings affect the meaning or interpretation of this Contract.

ARTICLE 34 - TIME

The parties agree that time is of the essence in all respects under this Contract and failure by a party to complete performance within the time specified, or within a reasonable time if no time is specified herein or in the exhibits, shall, at the option of the other party without liability, in addition to any other rights or remedies, relieve the other party of any obligation to accept such performance.

ARTICLE 35 - WAIVER

Failure of the City to enforce or exercise any right(s) under this Contract shall not be deemed a waiver of CITY's right to enforce or exercise said right(s) at any time thereafter.

ARTICLE 36 - PREPARATION

This Contract shall not be construed more strongly against either party regardless of who was more responsible for its preparation.

ARTICLE 37 - MATERIALITY

CITY and CONTRACTOR acknowledge that each has had the benefit of counsel or the ability to retain counsel and full and free access to counsel in connection with the negotiation and execution of Contract, that each has consulted or could have consulted with counsel in connection with this Contract, and that each has had the opportunity, prior to execution, to read this Contract and fully understand all of its provisions. Should any provision in this Contract require judicial or quasi-judicial interpretation it is agreed that a Court or other dispute resolution forum interpreting or enforcing the same shall not apply a presumption that the terms hereof shall be more strictly construed against any party by reason of the rule construction that a document is to be construed more strictly against the party who itself or through its agent has prepared the same. CITY and CONTRACTOR agree that this Contract is the product and result of a joint effort.

ARTICLE 38 - REPRESENTATIONS/BINDING AUTHORITY

CONTRACTOR has full power, authority and legal right to execute and deliver this Contract and perform all of its obligations under this Contract. By signing this, **Leonel Hiedra, Jr., President,** hereby represents to the CITY that, **Leonel Hiedra, Jr., President,** has the authority and full legal power to execute this Contract and any and all documents necessary to effectuate and implement the terms of this Contract on behalf of the party for whom he is signing and to bind and obligate such party with respect to all provisions contained in this Contract.

ARTICLE 39 - EXHIBITS

Each exhibit referred to in this Contract forms an essential part of this Contract. The exhibits, if not physically attached, should be treated as part of this Contract and are incorporated herein by reference.

ARTICLE 40 - CONTRACT DOCUMENTS AND CONTROLLING PROVISIONS

This Contract consists of this Contract and all exhibits attached hereto. The CONTRACTOR agrees to be bound by all the terms and conditions set forth in this Contract. To the extent that a conflict exists between this Contract and the exhibits, the terms, conditions, covenants, and/or provisions of this Contract shall prevail. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

ARTICLE 41 - LEGAL EFFECT

This Contract shall not become binding and effective until approved by the City Council of the City of Riviera Beach, for which such approval CONTRACTOR shall be promptly notified.

ARTICLE 42 - NOTICE OF COMPLAINTS OR SUITS

Each party will promptly notify the other of any complaint, claim, suit or cause of action threatened or commenced against it which arises out of or relates, in any manner, to the performance of this Contract. Each party agrees to cooperate with the other in any investigation either may conduct, the defense of any claim or suit in which either party is named and shall do nothing to impair or invalidate any applicable insurance coverage.

ARTICLE 43 – SURVIVABILITY

Any provision of this Contract which is of a continuing nature or imposes an obligation which extends beyond the term of this Contract shall survive its expiration or earlier termination.

ARTICLE 44 - DEFAULT

Notwithstanding anything contained in this Contract to the contrary, the parties agree that the occurrence of any of the following shall be deemed a material event of default and shall be grounds for termination:

a. The filing of a lien by any subcontractor or third tier subcontractor including, but not limited to materialmen, suppliers, or laborers, upon any property, right of way, easement, other interest in land or right to use such land within the territorial boundaries of the CITY which lien is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR;

b. The filing of any judgment lien against the assets of the CONTRACTOR related to the performance of this Contract which is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR; or

c. The filing of a petition by or against the CONTRACTOR for relief under the Bankruptcy Code, or for its reorganization or for the appointment of a receiver or trustee of the CONTRACTOR or the CONTRACTOR's property; or an assignment by the CONTRACTOR for the benefit of creditors; or the taking possession of the property of the CONTRACTOR by any governmental officer or agency pursuant to statutory authority for the dissolution or liquidation the CONTRACTOR; or if a temporary or permanent receiver or trustee shall be appointed for the CONTRACTOR or for the CONTRACTOR's property and such temporary or permanent receiver or Trustee shall not be discharged within thirty (30) days from the date of appointment.

The CONTRACTOR shall provide written notice to the CITY of the occurrence of any event of default within ten (10) days of the CONTRACTOR's receipt of notice of any such default.

ARTICLE 45 - WAIVER OF SUBROGATION

The CONTRACTOR hereby waives any and all rights to Subrogation against the CITY, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then the CONTRACTOR shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which a condition to the policy specifically prohibits such an endorsement, or voids coverage should the CONTRACTOR enter into such an agreement on a pre-loss basis.

ARTICLE 46 - RIGHT TO REVIEW

The CITY, by and through its Risk Management Division, in cooperation with the contracting/monitoring department, reserves the right to review, reject or accept any required policies of insurance, including limits, coverages, or endorsements, therein from time to time throughout the term of this Contract. The CITY reserves the right, but not the obligation, to review and reject any insurer providing coverage because of poor financial condition or failure to operate legally.

ARTICLE 47 – WAIVER OF TRIAL BY JURY

IN THE EVENT OF LITIGATION ARISING FROM THIS CONTRACT, CITY AND CONTRACTOR KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE ANY RIGHT TO A TRIAL BY JURY. CITY AND INDEPENDENT CONTRACTOR HEREBY ACKNOWLEDGE THAT THIS WAIVER PROVISION IS A MATERIAL INDUCEMENT FOR EACH PARTY AGREEING TO ENTER INTO THIS CONTRACT.

ARTICLE 48 – PALM BEACH COUNTY INSPECTOR GENERAL

In accordance with Palm Beach County ordinance number 2011-009 as codified in 2-421 through 2-440 of the County's Code, the CONTRACTOR acknowledges that this Contract may be subject to investigation and/or audit by the Palm Beach County Inspector General. The CONTRACTOR has reviewed the ordinance and is aware of its rights and/or obligations under such ordinance.

This Contract is subject to any and all applicable conflict of interest provisions found in the CITY procurement ordinance, Chapter 16.5, the Palm Beach County Code of Ethics and Ch. 112, Part III, Florida Statutes. During the term of this Contract and any renewals or extensions thereof, the Independent Contractor shall continue to disclose to the CITY any possible conflicts of interests. The CONTRACTOR's duty to disclose is of a continuing nature and any conflict of interest shall be immediately brought to the attention of the CITY.

ARTICLE 49 - E-VERIFY - EMPLOYMENT ELIGIBILITY

CONTRACTOR warrants and represents that it is in compliance with Section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify System (E-Verify.gov), and beginning January 1, 2021, uses the E-Verify System to electronically verify the employment

eligibility of all newly hired workers; and (2) has verified that all of CONTRACTOR's sub-consultants performing the duties and obligations of this CONTRACT are registered with the E-Verify System, and beginning January 1, 2021, use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

CONTRACTOR shall obtain from each of its sub-consultants an affidavit stating that the sub-consultant does not employ, contract with, or subcontract with an Unauthorized Alien, as that term is defined in Section 448.095(1)(k), Florida Statutes, as may be amended. CONTRACTOR shall maintain a copy of any such affidavit from a sub-consultant for, at a minimum, the duration of the subcontract and any extension thereof. This provision shall not supersede any provision of this CONTRACT which requires a longer retention period.

CITY shall terminate this CONTRACT if it has a good faith belief that CONTRACTOR has knowingly violated Section 448.09(1), Florida Statutes, as may be amended. If CITY has a good faith belief that CONSULTANT'S sub-consultant has knowingly violated Section 448.09(1), Florida Statutes, as may be amended, CITY shall notify CONTRACTOR to terminate its contract with the sub-consultant and CONSULTANT shall immediately terminate its contract with the sub-consultant. If CITY terminates this CONTRACT pursuant to the above, CONTRACTOR shall be barred from being awarded a future contract by CITY for a period of one (1) year from the date on which this CONTRACT was terminated. In the event of such contract termination, CONTRACTOR shall also be liable for any additional costs incurred by CITY as a result of the termination.

ARTICLE 50 - SCRUTINIZED COMPANIES

a. As provided in Section. 287.135, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to Section 215.4725, Florida Statutes. Pursuant to Section 287.135(3)(b), Florida Statutes, if CONTRACTOR is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, this Contract may be terminated at the option of the CITY.

b. **When contract value is greater than $1 million:** As provided in Section. 287.135, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, the CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in The Iran Petroleum Energy Sector List created pursuant to Section.215.473, Florida Statutes or is engaged in business operations in Cuba or Syria.

If the CITY determines, using credible information available to the public, that a false certification has been submitted by CONTRACTOR, this Contract may be terminated and a civil penalty equal to the greater of $2 million or twice the amount of this Contract shall be imposed, pursuant to Section. 287.135, Florida Statutes. Said certification must also be submitted at the time of Contract renewal, if applicable.

ARTICLE 51 – DISCLOSURE OF FOREIGN GIFTS AND CONTRACTS WITH FOREIGN COUNTRIES OF CONCERN

Pursuant to F.S. 286.101, as may be amended, by entering into this Contract or performing any work in furtherance thereof, the CONTRACTOR certifies that it has disclosed any current or prior interest of, any contract with, or any grant or gift received from a foreign country of concern where such interest, contract, or grant or gift has a value of $50,000 or more and such interest existed at any time or such contract or grant or gift was received or in force at any time during the previous five (5) years.

ARTICLE 52 – PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING – F.S. 287.05701

CONTRACTOR is hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the CITY will not request documentation of or consider a CONTRACTOR's social, political, or ideological interests when determining if the CONTRACTOR is a responsible CONTRACTOR. CONTRACTOR is further notified that the CITY's governing body may not give preference to a CONTRACTOR based on the CONTRACTOR's social, political, or ideological interests.

ARTICLE 53 - HUMAN TRAFFICKING AFFIDAVIT

Pursuant to Florida Statue 787.06, CONTRACTOR warrants and represents that it does not use coercion for labor or services. CONTRACTOR submitted the Nongovernmental Entity Human Trafficking Affidavit.

SIGNATURES ON FOLLOWING PAGE

CONTRACT WITH THE CITY OF RIVIERA BEACH

IN WITNESS WHEREOF, the Parties unto this Contract have set their hands and seals on the day and date first written above.

CORPORATE SEAL

CITY OF RIVIERA BEACH

BY: _____
DOUGLAS LAWSON
MAYOR

ARBORIA LANDSCAPE & TREE CARE, LLC

BY: _____
LEONEL HIEDRA, JR.
PRESIDENT

ATTEST:

BY: _____
DEBRAH HALL-MCCULLON
CERTIFIED MUNICIPAL CLERK
CITY CLERK

APPROVED AS TO TERMS AND CONDITIONS

BY: _____
CLARENCE SIRMONS
DIRECTOR OF DEVELOPMENT SERVICES

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY : _____
DAWN S. WYNN
CITY ATTORNEY

Date: _____

Procurement Initials _____

EXHIBIT "A"
SCOPE OF WORK

1. PURPOSE:
The City of Riviera Public Works Department (Public Works) is seeking bids from qualified bidders, (hereinafter referred to as "Contractor") to provide lot clearing, cutting and related services.

The Contractor shall furnish all labor, materials, equipment, to remove trash and debris, mow lawns, trim weeds, trees, shrubs and bushes on properties located within City limits on an as needed basis, as requested by designated City Code Compliance Division within the City of Riviera Beach (hereinafter "City") as more particularly described in this ITB.

Prices offered on the Bid Cost Proposal (Bid Sheet) Form are all inclusive and shall constitute complete compensation. Failure on the part of the Contractor to completely and properly evaluate any factors of costs prior to bidding shall not form a basis for additional compensation.

2. CONTRACT ADMINISTRATOR:
The designated Contract Administrator/Project Contact Administrators during the performance of this Contract shall be Nehru Balgobin, Code Compliance Administrator who may be contacted at 561-882-3509, nbalgobin@rivierabeach.org and Sedrick Clarke, Operations Manager Public Works Department at 561 840 -3119, sclarke@rivierabeach.org.

3. SERVICE LOCATIONS:
The Contractor shall provide lot cleaning, cutting and related services within the City of Riviera Beach boundaries including the CRA zone.

4. SCOPE OF WORK:
Services shall include, but not be limited to, mowing overgrown grass or weeds; trimming of trees, shrubs, bushes or hedges including vegetation that obstructs rights-of-way, streets or sidewalks, obstructs visibility or is a hurricane debris hazard; and the removal of all trash, garbage, litter, debris, furniture and appliances.

Services work order will result from identified violations of City ordinances by City Code Enforcement staff on properties within the City; therefore, work will be performed primarily on privately owned properties, not on City-owned property.

Contractor(s) will be assigned lots to clear on a case-by-case basis, at the sole discretion of the City Code Compliance Division staff. The city makes no guarantee as to the number of lot clearing assignments to be awarded.

Each lot may vary as to the type of work required. The City will specify the requirements on the work request. The following are the technical specifications for completing a work request.

1. All trash, litter and debris shall be removed from the entire area prior to mowing.

2. Grass shall be mowed to a height of no less than two, or greater than three, inches.

3. Mowing shall be done carefully so as not to tear the bark off trees or shrubs, intrude into ground cover beds, damage sodded areas or topsoil, cause damage to sprinkler heads, valves, curbs, sidewalks or other facilities.

4. Weed and grass trimming along fences, hedges, other property boundary barriers, fire hydrants, poles, trees, sidewalks, driveways, houses, etc. is to be completed consistent with the height and care

standards in B. and C. above.

5. Trimming of shrubs, hedges and trees shall be as stated on the work request.

6. Trash, litter, debris, grass and weed clippings, limbs, leaves, other materials and appliances and furniture shall be removed from yards, walks, drives, gutters and curbs and other surfaces on the same day of mowing or trimming. All materials shall be removed from the site and disposed of according to City and County requirements. Nothing shall be placed for City sanitation pick-up. **Contractor must provide a drop-off ticket in order to be reimbursed.**

7. All lot clearing work shall be performed Monday through Friday 7:00 am to 5:00 pm.

Any and all damage due to negligence of the Contractor shall be repaired or replaced according to City code requirements. This includes damaged or broken water lines, curbs, sidewalks, and street. All costs for the repair or replacement will be borne by the Contractor. Payment for services may be withheld or deductions made until repairs and/or corrections can be made.

5. PHOTOGRAPHS

It is a requirement that the contractor take before and after pictures of every lot assigned. The pictures must be submitted with the invoice. This requirement is imperative and no invoice will be paid without photographs showing the before and after of each lot. An instant camera photograph is acceptable

6. WORK ORDERS

1 Work Orders Services will be requested by City via Work Order. Work Order will be issued by City on an as needed basis.

1. All Work Orders shall be on the City's form. The form of City's Work Order is attached to this Agreement as **Exhibit C**. Each Work Order will detail the specific scope of work, schedule for ITB 1133-24-4 completion and compensation based on the unit prices contained in the Agreement.

2. Issuance of Work Orders. Code Compliance staff will contact Contractor and issue a Work Order. If the Services for the particular Work Order required computing the amount of trash or refuse to be removed, the City may request Contractor to meet at the site to agree upon the quantities involved. The Code Compliance Manager must authorize each Work Order No work is authorized until a Work Order is properly authorized by the City. All terms and conditions of the Agreement will be applicable to each Work Order.

The Work Order will specify the following:

1. Square feet to be mowed, trimmed, and cleaned.
2. Number of appliances or pieces of large furniture to be removed.
3. Shrubs or trees to be trimmed.
4. Trash/debris to be removed and hauled if needed.
5. Other work to be completed.

4. Compliance with Work Orders - Contractor(s) shall perform only those tasks listed on the Work Order. Contractor(s) will **not** be compensated for tasks not listed in the Work Order or property authorized in advance

5. Completion Time - The Contractor(s) agrees to complete the work under each Work Order within five (5) working days from the date of the work request. If the work is not completed within five (5) working days, the City reserves the right to have the work done by another Contractor.

6. Owner Compliance - Upon arrival at a property where the Contractor(s) observes that the work listed on the Work Order has been completed or is in the process of being performed, the Contractor(s) should not enter the property and should immediately notify the Code Compliance staff to request release from the Work Order and may request a new Work Order assignment if no other Work Order are pending completion. Furthermore, if the Contractor(s) should encounter or observe any unusual circumstances or conditions, which could be perceived as being suspicious or hazardous, the Contractor(s) should not enter upon the property and should notify the Code Compliance staff to request assistance prior to entering the property to perform the assigned Services.

7 Work Order Acceptance - City Code Enforcement staff will inspect the work upon notification by the Contractor(s) that the Work Order has been completed. Acceptance of work performed will be made by the City after Code Enforcement staff has determined that the work authorized under each Work Order is completed consistent with the Work Order and the Agreement.

7. EMERGENCY SERVICES:
During and after a public emergency, disaster, hurricane, flood, and acts of God, the City shall be given "First Priority" for all services under this contract. Contractor agrees to provide all services to the City during and after the emergency / disaster at the same terms, conditions, and prices as provided in this solicitation and with a priority above and preference over services to the private sector.

8. UNIFORM/BADGING:
The Contractor employees assigned to this contract must wear a professional uniform with the company name permanently affixed to the uniform. Uniforms shall comply with all safety provisions from the Florida Department of transportation, OSHA, and the City.

7. CONTRACTOR VEHICLES:
The Contractor's company vehicles shall be distinctly labeled with the company name; and shall only be parked in designated spaces provided by the City.

8. DAMAGE REIMBURSEMENT:
The Contractor shall be solely responsible for, and shall reimburse the City, any and all costs and/or expense of any kind or nature relating to the correction of any damage to any City property resulting from providing the requested services herein.

9. CLEAN UP:
All debris shall be removed from the premises at the end of each job and disposed of in an appropriate manner. Upon final completion, the Contractor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated Contract Administrator / Designee.

10. INVOICING AND PAYMENT:
The Contractor shall submit a detailed "itemized" invoice list of labor used under this agreement.

EXHIBIT "B"
BID COST PROPOSAL FORM (BID SHEET)
ITB 1199-25-4: LOT CLEARING CUTTING AND RELATED SERVICES

ATTACHMENT "B"

PRICE PROPOSAL FORM
ALL PRICES SHALL REMAIN VALID FOR ONE HUNDRED AND TWENTY (120) DAYS AFTER BID OPENING.

Lot Mowing, weeding, edging

	Rate	
Lot - up to 3375 sq. ft.	68.00	lot
Lot – 3376 – 6750 sq. ft.	90.00	lot
6751 – 13,500 sq. ft.	125.00	lot
13,501 sq. ft. or more	175.00	lot
up to 3375 sq. ft. with structure	68.00	lot
3376 – 6750 sq. ft. with structure	90.00	lot
6751 – 13,500 sq. ft. with structure	125.00	lot
13,501 sq. ft. or more with structure	175.00	lot

Trimming, removal, hauling, and disposal of hedges and bush

linear foot of bushes/hedges to be trimmed/removed	4.50	each

Removal of Construction debris

Removal of Construction Debris to an approved dump site	90.00	per cubic yard

Cut, trim (grind), and remove of tree branches

trees to be cut, trimmed, or removed	175.00	Per hr

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Riviera Beach

Pick up / bag and remove trash, garbage, and litter to the dump site.	50.00	per cubic yard

Household items to be removed

Mattresses	145.00	each
Ovens/Stoves	125.00	each
Tires	20.00	each
Refrigerators	125.00	each
Misc. furniture, household items (ex., Frames, tables, chairs, dressers)	60.00	each
Other Services requested by the Department	48.00	hr per man

NAME OF BUSINESS: Arboria Landscape & Tree Care

SIGNATURE OF AUTHORIZED OFFICER:

PRINTED NAME AND TITLE: Eileen Morales - Vice President

DATE: 10/6/25

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Riviera Beach

EXHIBIT "C"
WORK ORDER
ITB 1199-25-4: LOT CLEARING CUTTING AND RELATED SERVICES

Phone Number: _____ **Date:** _____

Email: _____

Property Address: _____ Property Control _____

Status of Occupancy:_____ **Case #** _____

City Representative_____ **Cell Phone #** (____)_____

Please check the appropriate boxes for the work to be performed:

Mowing, weed-eating, edging

[ ] Vacant Lot - up to 3375 sq. ft.	$_____//lot
[ ] Vacant Lot – 3376 – 6750 sq. ft.	$_____ /lot
[ ] Vacant Lot - 6751 – 13,500 sq. ft.	$ _____ /lot
[ ] Vacant Lot - 13,501 sq. ft. or more	$ _____/lot
[ ] With Structure – up to 3375 sq. ft.	$ _____/lot
[ ] With Structure - 3376 – 6750 sq. ft.	$_____/lot
[ ] With Structure - 6751 – 13,500 sq. ft.	$_____ /lot
[ ] With Structure - 13,501 sq. ft. or more	$_____/per sq. ft.

Trimming, removal, hauling and disposal of hedges and bushes

[ ] linear foot of bushes/hedges to be trimmed/removed $_____ per hour

Removal of Construction debris

[ ] Amount of construction debris to be removed $_____ per cubic yard

Cut, trim (grind) and removal of tree branches

[ ] # trees to be cut, trimmed or removed $ _____ /hr. per man

Pick up / bag and removal of trash, garbage and litter to dump site.

[ ] # cubic yards $ _____ per cubic

Household items to be removed

[ ] # Mattresses $_____ ea.

[ ] # Ovens/Stoves $ _____ ea

[ ] # Tires $_____ ea

[ ] # Refrigerators $_____ ea

[ ] # Misc. furniture, household items (ex. Frames, tables, chairs, dressers) $ _____ ea.

[ ] **Other Services requested by Code Enforcement** $_____ /hr. per man hour

Describe:

_____
_____
_____
_____
_____
_____

The Provider shall complete the Services under this Work Order within five (5) working days from the date of the Work

Order authorization, except as otherwise provided under the Agreement.

All Fees shall reflect the Fee Schedule under the Agreement.

This Work Order shall be performed under the terms and conditions described within the Master Services Agreement for
Lot Clearing Services, dated_____, by and between the City of Riviera Beach and the Provider named above (the "Agreement").

Authorized by: _____ **Date:** _____
Authorized Contract Administrator.

ITB 1199 -25-4 Lot Clearing Cutting and Related Services (Rebid)		
BIDDERS:	**Fresh Start**	**Arboria Landscape & Tree Love**
Type of Business	**Landscaping Services**	**Landscaping Services**
License to work in the State of Florida (Florida Division of Corporations Records of Incorporation, etc.)		
Business License in Florida	YES	**YES**
Documentation of License to work in the State of Florida (Florida Division of Corporations Records of Incorporation, etc.	YES	**YES**
Solicitation Bidder Requirements		
Special Terms and Conditions: Specific Experience Required (3 Years)	**6 YEARS**	14 Years
Addendum Acknowledgement	YES	**YES**
Authorized Signatories,	YES	**YES**
Certificate of Insurance Acknoledgement	YES	**YES**
Cone of Silence Acknowledgement Form	YES	**YES**
Conflict of Interest Disclosure Form	YES	**YES**
Drug Free Workplace Form	YES	**YES**
Everify Affirmation statement	YES	**YES**
Human Traffiking Affidavit	YES	**YES**
Litigation Statement	YES	**YES**
Non Discrimination Affidavit	YES	**YES**
Non Collusion Affidavit	YES	**YES**
Proposal Certification	YES	**YES**
Public Access Form	YES	**YES**
Public Entity Crimes Affidavit	YES	**YES**
Required References	YES	**YES**
Scutinized Companies Certification	YES	**YES**
Bid Bond	N/A	**N/A**
Payment Bond Acknowledgement	N/A	**N/A**
Performance Bond Acknowlegement	N/A	**N/A**
Bid Cost Proposal	YES	**YES**
COI	YES	**YES**
EXCEPTIONS TAKEN TO BID BY BIDDER	NO	NO
Responsive to ITB	YES	**YES**
Price		
Rank		

REVIEWER: DESAI SAWYERS, BUYER

ATTACHMENT "B"

PRICE PROPOSAL FORM

ALL PRICES SHALL REMAIN VALID FOR ONE HUNDRED AND TWENTY (120) DAYS AFTER BID OPENING.

Lot Mowing, weeding, edging

	Rate	
Lot - up to 3375 sq. ft.	75.00	lot
Lot – 3376 – 6750 sq. ft.	100.00	lot
6751 – 13,500 sq. ft.	150.00	lot
13,501 sq. ft. or more	200.00	lot
up to 3375 sq. ft. with structure	65.00	lot
3376 – 6750 sq. ft. with structure	80.00	lot
6751 – 13,500 sq. ft. with structure	130.00	lot
13,501 sq. ft. or more with structure	180.00	lot

Trimming, removal, hauling, and disposal of hedges and bush

linear foot of bushes/hedges to be trimmed/removed	5.00 Per ft.	each

Removal of Construction debris

Removal of Construction Debris to an approved dump site	100.00	per cubic yard

Cut, trim (grind), and remove of tree branches

trees to be cut, trimmed, or removed	75.00	Per hr

Riviera Beach
see what's beneath the surface

Pick up / bag and remove trash, garbage, and litter to the dump site.	60.00	per cubic yard

Household items to be removed

Mattresses	35.00	each
Ovens/Stoves	80.00	each
Tires	45.00	each
Refrigerators	80.00	each
Misc. furniture, household items (ex., Frames, tables, chairs, dressers)	50.00	each
Other Services requested by the Department	50.00	hr per man

NAME OF BUSINESS: Fresh Start Maintenance Inc.

SIGNATURE OF AUTHORIZED OFFICER: [signature]

PRINTED NAME AND TITLE: Nicholas Petrino

DATE: September 16, 2025

Riviera Beach
see what's beneath the surface

ATTACHMENT "B"

PRICE PROPOSAL FORM
ALL PRICES SHALL REMAIN VALID FOR ONE HUNDRED AND TWENTY (120) DAYS AFTER BID OPENING.

Lot Mowing, weeding, edging

	Rate	
Lot - up to 3375 sq. ft.	68.00	lot
Lot – 3376 – 6750 sq. ft.	90.00	lot
6751 – 13,500 sq. ft.	125.00	lot
13,501 sq. ft. or more	175.00	lot
up to 3375 sq. ft. with structure	68.00	lot
3376 – 6750 sq. ft. with structure	90.00	lot
6751 – 13,500 sq. ft. with structure	125.00	lot
13,501 sq. ft. or more with structure	175.00	lot

Trimming, removal, hauling, and disposal of hedges and bush

linear foot of bushes/hedges to be trimmed/removed	4.50	each

Removal of Construction debris

Removal of Construction Debris to an approved dump site	90.00	per cubic yard

Cut, trim (grind), and remove of tree branches

trees to be cut, trimmed, or removed	175.00	Per hr

Riviera Beach

Pick up / bag and remove trash, garbage, and litter to the dump site.	50.00	per cubic yard

Household items to be removed

Mattresses	145.00	each
Ovens/Stoves	125.00	each
Tires	20.00	each
Refrigerators	125.00	each
Misc. furniture, household items (ex., Frames, tables, chairs, dressers)	60.00	each
Other Services requested by the Department	48.00	hr per man

NAME OF BUSINESS: Arboria Landscape & Tree Care

SIGNATURE OF AUTHORIZED OFFICER:

PRINTED NAME AND TITLE: Eileen Morales - Vice President

DATE: 10/6/25

Riviera Beach

CITY OF RIVIERA BEACH
Procurement Department
1481 W. 15th Street
Riviera Beach, Florida 33404

INVITATION TO BID COVER SHEET

SOLICITATION NUMBER:	**1199-ITB-25-4**
SOLICITATION TITLE:	**LOT CLEARING, CUTTING, AND RELATED SERVICES**
ISSUE DATE:	**09/12/2025**
PRE-SOLICITATION MEETING:	**September 22, 2025 @ 2:00 pm** **Required but not Mandatory** **It is highly advised that bidders attend** **1481 W 15th Street Public Works Training Room**
QUESTIONS DEADLINE:	**9/26/2025 @ 5:00 pm**
PROPOSAL DUE DATE:	**10/8/2025 @ 2:00 PM**

The City reserves the right to modify or alter the following procurement schedule.

BUYER	**Desai Sawyers**
EMAIL ADDRESS:	**dsawyers@rivierabeach.org**

The City of Riviera Beach reserves the right to cancel this ITB anytime and for any reason before the City Council awards a contract.

Bids must be received electronically ONLY via the BidNet website (https://www.bidnetdirect.com/florida/cityofrivierabeach). Bids not received electronically via BidNet will be rejected.

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SECTION VII – GENERAL TERMS AND CONDITIONS 17

ADDITIONAL ATTACHMENTS AND REQUIRED FORMS:

ATTACHMENT "A" – Bidder's Required Forms

1. Addendum Acknowledgement
2. Authorized Signatories
3. Certification of Proposal
4. Cone of Silence Acknowledgment Form
5. Conflict of Interest Disclosure Form
6. Drug Free Workplace Form
7. E-Verify Affirmation Statement
8. Human Trafficking Affidavit
9. Litigation Statement
10. Non-Discrimination Affidavit
11. Non-Collusion Affidavit
12. Public Access Form
13. Required References
14. Scrutinized Companies Certification
15. Business License (www.myfloridalicense.com)
16. Certificate of Good Standing (www.sunbiz.org)

ATTACHMENT "B" - BID COST PROPOSAL

ATTACHMENT "C" – DRAFT CONTRACT

SECTION I – ELECTRONIC BID OPENING

Bids must be submitted in BidNet and presented in accordance with this solicitation's instructions and within the stated time constraints.

All City of Riviera Beach solicitations will be opened electronically via the BidNet platform (www.bidnetdirect.com/florida/cityofrivierabeach.com) at the date and time indicated in the solicitation. This meeting will be conducted virtually via the Microsoft Teams Platform and in person at the City of Riviera Beach, 1481 West 15th Street, Riviera Beach, Florida 33404. Bidders may attend this meeting in real time on a computer, laptop, cell phone, or any other device with Wi-Fi access.

Meeting ID: 232 731 407 501
Passcode: x7qm2W7M

Dial in by phone

+1 872-242-8933,,702813390# United States, Chicago
Find a local number
Phone conference ID: 702 813 390#

Get the app now and be ready when your first meeting starts: https://www.microsoft.com/en-us/microsoft-teams/download-app

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SECTION II – GENERAL OVERVIEW

A. BACKGROUND

The City of Riviera Beach ("City") is along the Atlantic shores of southeast Florida in Palm Beach County. With more than 38,000 residents, Riviera Beach is home to one of the most impressive beaches in the southeastern United States, boasting an average year-round temperature of 75 degrees.

Along the waterfront in Riviera Beach, residents and tourists enjoy the city's shops, restaurants, and spectacular attractions. The waterfront marketplace draws in crowds of tourists headed for the cruise ships; the Port of Palm Beach is located in Riviera Beach, and the Bahamas Celebration cruise ship departs every other day. Riviera Beach is a growing harbor city located along the shores of the Atlantic Ocean in southeast Florida, USA.

The City's municipal beach is one of the finest in the state. Our beautiful sandy beaches make Riviera Beach an appealing place for sporting events. Our community and visitors provide an interesting, varied mix of young people, families, and retirees from anywhere.

B. QUESTIONS

Bidders must submit any questions regarding this solicitation by the due date and time specified on the cover sheet. Oral answers will not be authorized. Bidders who fail to report a known or suspected problem with this solicitation or who fail to seek clarification or correction of this solicitation do so at their own risk.

Responses to questions received by the deadline will be posted as an addendum to https://www.bidnetdirect.com/florida/cityofrivierabeach

C. ADDENDUMS AND INTERPRETATIONS

The City reserves the right to amend this solicitation prior to the due date. The written addenda process will convey any change(s) to this solicitation. Only written addenda will be binding. If an addendum is issued, Bidder must follow the instructions and submit the required information and forms or acknowledge the addendum, as instructed therein. All potential Bidders are responsible for monitoring the solicitation for any changing information before submitting their response.

No interpretations of the meaning of the plans, specifications, scope of work or other contract documents will be made orally to any Bidder. Bidders must request such interpretation in writing as instructed in the solicitation package.

D. CHANGES AND ALTERATIONS

The bidder may change or withdraw a submittal at any time before the submission deadline; however, no oral modifications will be allowed, and modifications will not be allowed after that deadline.

E. ADDITIONAL TERMS AND CONDITIONS

No additional terms and conditions the Bidder includes with the Bid response shall be evaluated or considered. Any additional terms and conditions shall have no force and effect and are inapplicable to this Bid if submitted purposely through intent or design or inadvertently appearing separately in transmittal letters, specifications, literature, price lists, or warranties. It is understood and agreed that the general conditions in this Invitation to

Bid are the only conditions applicable to this Bid, and the Bidder's authorized signature on the Bid Form attests to this.

F. AUTHORIZED SIGNATORIES

All associated forms must be signed by an authorized officer of the company.

G. BID ACCEPTANCE

Bidder warrants, by virtue of bidding, that the bid and the prices quoted in the bid will be firm for acceptance by the City for One Hundred Twenty (120) calendar days from the date of bid opening unless otherwise stated in the solicitation. The City shall award the contract within this period or request an extension from the recommended awarded Contractor to hold pricing until products/services have been awarded.

H. MATERIAL MODIFICATIONS / ALTERATIONS

Material modifications and/or alterations to the verbiage or documents herein made by the Bidder are expressly prohibited and are not enforceable. Changes and/or alterations may render the Bidder's submission void and bar the Bidder from consideration in connection with this solicitation.

I. TRANSACTION FEES

The City of Riviera Beach uses BidNet (www.bidnetdirect.com/florida/cityofrivierabeach) to distribute bids and proposals. Vendors are not charged to register and participate in the solicitation process, and the awarded vendor will not be charged any fees.

Section III – CERTIFICATE OF INSURANCE REQUIREMENTS

The successful bidder/contractor/firm or individual entering a resulting contract with the City shall provide, pay for, and maintain insurance in full force and effect at all times during the services to be performed as set forth below, when applicable: (A Certificate of Insurance must be submitted with the bid submittal.)

Commercial General Liability
Coverage must be afforded under a Commercial General Liability policy with limits not less than:
•$1,000,000 each occurrence
•$2,000,000 annual aggregate for Bodily Injury, Personal Injury, and Advertising Injury
•$1,000,000 per occurrence for Property Damage
•$1,000,000 each occurrence and $2,000,000 project aggregate for Products and Completed Operations

Policy must include coverage for Contractual Liability and Independent Contractors.

Business Automobile Liability
Coverage must be afforded for all owned, hired, scheduled, and non-owned vehicles for bodily injury and property damage. The coverage must be at least $1,000,000 combined, with a limit of at least $1,000,000 per accident.

If the Contractor does not own vehicles, the Contractor shall maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation and Employer's Liability

Coverage must be afforded per Chapter 440, Florida Statutes. Any contractor performing work on behalf of the City must provide Workers' Compensation insurance of not less than $1,000,000 per accident. Exceptions and exemptions will be allowed by the City's Risk Manager if they follow the Florida Statutes.

The Contractor and its insurance carrier waive all subrogation rights against the City, a political subdivision of the State of Florida, its officials, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC00 03 13 Waiver of our Right to Recover from others or equivalent.

The contractor must comply with all applicable State and federal workers' compensation laws, including the U.S. Longshore and Harbor Workers' Compensation Act or Jones Act, if appropriate.

For any Contractor who has exempt status as an individual, the City requires proof of Workers' Compensation insurance coverage for that Contractor's employees, leased employees, volunteers, and any workers performing work in the execution of this Contract.

If the Contractor has applied for a workers' compensation exemption, the City does not recognize this exemption as extending to the Contractor's employees. The Contractor must provide proof of coverage for their employees, leased employees, volunteers, and any workers performing work in executing this Contract. This applies to all contractors, including but not limited to those in the construction industry.

Contractors' Pollution Liability Coverage

For sudden and gradual occurrences and not less than $1,000,000 per claim arising out of this Contract, including but not limited to all hazardous materials identified under the Contract.

The Contractor must keep insurance in force until the third anniversary of this Contract's expiration or the third anniversary of the City's acceptance of work.

Insurance Certificate Requirements

a. The Contractor shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than thirty (30) days before the start of work contemplated in this Contract.
b. The Contractor shall provide a Certificate of Insurance to the City with a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
c. If the insurer cannot accommodate the cancellation notice requirement, the Contractor shall be responsible for providing the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
d. If the Contract term goes beyond the expiration date of the insurance policy, the Contractor shall provide the City with an updated Certificate of Insurance no later than ten (10) days before the expiration of the insurance currently in effect. The City reserves the right to suspend the Contract until this requirement is met.
e. The certificate shall indicate if coverage is provided under a claims-made or occurrence form. If coverage is provided on a claims-made form, the certificate will show a retroactive date, which should be the exact date of the initial contract or prior.
f. The City shall be named as an Additional Insured on all liability policies, except Workers' Compensation.
g. The City shall be granted a Waiver of Subrogation on the Contractor's Workers' Compensation insurance policy.
h. The Contract, Bid/Contract number, event dates, or other identifying reference must be listed on the certificate.

The Certificate Holder should read as follows:
City of Riviera Beach
600 West Blue Heron Boulevard
Riviera Beach, FL 33404

The Contractor has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention, including any loss not covered because of the operation of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding the City as an Additional Insured shall be at the Contractor's expense.

Suppose the Contractor's primary insurance policy/policies do not meet the minimum requirements, as outlined in this Contract. In that case, the Contractor may provide an Umbrella/Excess insurance policy to comply with this requirement.

The Contractor's insurance coverage shall be primary insurance for the City, a political subdivision of the State of Florida, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officials, employees, or volunteers shall be excess of Contractor's insurance and shall be non-contributory.

Any exclusions or provisions in the insurance maintained by the Contractor that exclude coverage for work contemplated in this Contract shall be deemed unacceptable and shall be considered a breach of contract.

All required insurance policies must be maintained until the City has accepted the contract work, and/or this Contract is terminated. Any lapse in coverage shall be considered a breach of contract. In addition, Contractor must confirm coverage renewal via an updated certificate should any policies expire before the expiration of this Contract. The City reserves the right to review, at any time, coverage forms and limits of Contractor's insurance policies.

All notices of any claim/accident (occurrences) associated with this Contract shall be provided to the Contractor's insurance company and the City's Risk Management office as soon as practical.

The Contractor is responsible for ensuring that all independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the requirements stated herein. All deficiencies are the responsibility of the Contractor.

Misrepresentation of any material fact, whether intentional or not, regarding the Bidder's insurance coverage, policies, or capabilities may be grounds for rejecting the bid response and rescission of any resulting. **Evidence of the ability to obtain appropriate insurance coverage shall be provided in each bid. All policies shall be endorsed to provide sixty (60) days prior written notice of cancellation, non-renewal or reduction in coverage or limits to:**

City of Riviera Beach
Attn: Risk Manager
600 West Blue Heron Blvd, Riviera Beach, FL 33404
Email: risk@rivierabch.com

SECTION IV – SCOPE OF WORK

A. PURPOSE

The purpose and intent of this solicitation is to secure firm-fixed pricing and establish term contracts with a minimum of at **least Three (3) contractors** for the removal of trash and debris, mow lawns, trim weeds, trees, shrubs and bushes on properties located within City limits on an **as needed basis**, as requested by designated City Department or within the City of Riviera Beach (hereinafter "City") as more particularly described in this ITB.

B. CONTRACT ADMINISTRATOR:

This project's designated Contract Administrator/Project Manager is for Development Services, Code Compliance, and Public Works, Streets, and Grounds. These departments can be reached at (561) 845-4060 for Development Services Code compliance and (561) 845-4080 for Public Works, Streets, and Grounds. The Contractor will work with either of the designated Contract Administrators to complete services when requested.

CONTRACTOR ADMINISTRATOR RESPONSIBILITIES:

1. The CONTRACTOR Administrator / Designee shall liaise, coordinate, and approve all work under the contract.
2. The CONTRACTOR Administrator / Designee shall resolve any disputes.
3. The CONTRACTOR Administrator / Designee shall perform performance evaluations regularly.
4. The CONTRACTOR Administrator / Designee shall schedule and conduct contractor performance evaluations, document findings, and review and approve all invoices for work performed or items delivered for payment.

C. CONTRACTOR RESPONSIBILITIES:

The independent contractor is not an employee or agent of the city. Nothing in this contract shall be interpreted to establish any relationship other than that of an independent contractor between the CITY and the CONTRACTOR, its employees, agents, Subcontractors, or assigns during or after the performance of this contract. The CONTRACTOR will take full responsibility for the work's means, methods, techniques, sequences, and production.

The CONTRACTOR will bear all losses resulting to the Contractor, on account of the amount or character of the work, or because of the nature of the ground beneath, in or on which the work is done is different from what was assumed or expected, or because of bad weather, or because of errors or omissions in their or its bid on the contract price, or except as otherwise provided in the contract documents because of any other causes whatsoever. The CONTRACTOR will protect the entire work, all materials under the contract, and the city's property (including machinery and equipment) in. or on, or adjacent to the site of the work until completion of work, from the action of the elements, acts of other contractors, or except as otherwise provided in the contract documents, and from any other causes whatsoever; should any damage occur because of any of the foregoing, the CONTRACTOR will repair at their own expense to the satisfaction of the city or its project manager. Neither the city nor its officers, employees, or agents assumes any responsibility for collecting indemnities or damages from any person or persons causing injury to the CONTRACTOR's work.

At its expense, the CONTRACTOR will take all necessary precautions (including, without limitation, the furnishing of guards, fences, warning signs, walks, flags, cables, and lights for the safety of and the prevention of injury, loss, and damage to persons and property. The term "persons" includes, without limitations, members of the public, the CITY and its employees and agents, the Project Manager and his/her employees, CONTRACTOR's

employees, CONTRACTOR, Sub-Contractors and Sub-Contractors' respective employees, who are on or about or adjacent to the premises where said Work is to be performed. The CONTRACTOR shall comply with all applicable provisions of safety laws, rules, ordinances, regulations, and orders duly constituted by federal, state, and local authorities and building codes.

Services shall include, but not be limited to, mowing of overgrown grass or weeds; trimming of trees, shrubs, bushes, or hedges, including vegetation that obstructs rights-of-way, streets, or sidewalks, obstructs visibility or is a hurricane debris hazard; and the removal of all trash, garbage, litter, debris, furniture, and appliances.

Services work order will result from identified violations of City ordinances by City staff on properties within the City; therefore, work will be performed primarily on privately owned properties, but occasionally on City-owned properties.

Contractor(s) will be assigned lots to clear on a case-by-case basis, at the sole discretion of the City staff. The City does not guarantee the number of lot clearing assignments awarded.

The type of work required by each lot may vary. The City will specify the requirements on the work request. The following are the technical specifications for completing a work request.

1. All trash, litter, and debris shall be removed from the area before mowing.

2. Grass shall be mowed to a height of no less than two inches or more than three inches.

3. Mowing shall be done carefully so as not to tear the bark off trees or shrubs, intrude into ground cover beds, damage sodded areas or topsoil, or damage sprinkler heads, valves, curbs, sidewalks, or other facilities.

4. Weed and grass trimming along fences, hedges, other property boundary barriers, fire hydrants, poles, trees, sidewalks, driveways, houses, etc., is to be completed consistent with the height and care standards in B. and C. above.

5. Trimming of shrubs, hedges, and trees shall be as stated on the work request.

6. Trash, litter, debris, grass and weed clippings, limbs, leaves, other materials, appliances, and furniture shall be removed from yards, walks, drives, gutters, curbs, and other surfaces on the same day of mowing or trimming. All materials shall be removed from the site and disposed of according to City and County requirements. Nothing shall be placed for City sanitation pick-up. **The contractor must provide a drop-off ticket to be reimbursed.**

7. All lot clearing work shall be performed Monday through Friday, 7:00 am to 5:00 pm.

Any damage resulting from the Contractor's negligence must be repaired or replaced per City code requirements. This includes damaged or broken water lines, curbs, sidewalks, and streets. The Contractor will be responsible for all costs associated with the repair or replacement. Service payments may be withheld, or deductions may be made until the necessary repairs or corrections are completed.

D. PHOTOGRAPHS

The contractor must take before-and-after pictures of every lot assigned and submit them with the invoice. This requirement is imperative; no invoice will be paid without photographs showing the before-and-after of each lot. An instant camera photograph is acceptable.

E. WORK ORDERS

1. The city will request Work Order Services through a Work Order. The City will issue Work Orders on an as-needed basis.

2. All Work Orders must be submitted using the City's designated form, which is included as Attachment C in this Agreement. Each Work Order will outline the scope of work, the schedule for completing ITB 1160-25-2, and the compensation details based on the unit prices outlined in the Agreement.

3. Issuance of Work Orders: City staff will contact the Contractor to issue a Work Order. Suppose the Services specified in a particular Work Order involve calculating the amount of trash or refuse to be removed. In that case, the City may request that the Contractor meet on-site to agree on the quantities involved. The Code Compliance Manager or the Public Works Administrator must approve each Work Order. No work may begin until the City has properly authorized a Work Order. All terms and conditions of the Agreement apply to each Work Order. City staff will contact the Contractor to issue a Work Order. Suppose the Services specified in a particular Work Order involve calculating the amount of trash or refuse to be removed. In that case, the City may request that the Contractor meet on-site to agree on the quantities involved. The Code Compliance Manager or the Public Works Administrator must approve each Work Order. No work may begin until the City has properly authorized a Work Order. All terms and conditions of the Agreement apply to each Work Order.

   The work order will clearly outline the following details:

   3.1 Area to be mowed, trimmed, and cleaned in square feet.

   3.2 The number of appliances or large furniture items to be removed.

   3.3 Shrubs or trees to be trimmed.

   3.4 Trash and debris should be removed and hauled away if necessary.

   3.5 Additional tasks that need to be completed.

4. Compliance with Work Orders—Contractors shall only perform tasks specified in the Work Order. They will not receive compensation for functions not listed or authorized in advance.

5. Completion Time - The Contractor agrees to complete the work outlined in each Work Order within five (5) working days from the date the request is made. If the work is not completed within this timeframe, the City reserves the right to hire another contractor to perform the job.

6. Owner Compliance - When a contractor arrives at a property and finds that the work listed on the Work Order has already been completed or is currently underway, the contractor should refrain from entering the property. Instead, they should immediately notify City staff to request a release from the

Work Order. If no other Work Orders are pending completion, they may request a new Work Order assignment.

Additionally, if the contractor encounters any unusual circumstances or conditions that may appear suspicious or hazardous, they should not enter the property. In such cases, the contractor must notify City staff for assistance before performing the assigned services.

F. EMERGENCY SERVICES

All usable materials and debris will be removed from the premises at the end of each workday and disposed of appropriately. Upon final completion, the Contractor will thoroughly clean up all areas where work has been involved as mutually agreed with the associated location Contract Administrator / Designee.

G. WORK ACCEPTANCE

City staff will inspect the work once the Contractor(s) notify them that the Work Order has been completed. The City will accept the job only after staff determines it has been completed per the Work Order and the Agreement.

H. GOVERNING REGULATIONS

The Contractor will provide services in compliance with all State, City, and County regulations and guidelines. The materials and equipment must meet and/or exceed all current standards and requirements of:

1. Federal Consumer Public Safety Commission (CPSC);
2. American Society for Testing Materials (ASTM);
3. The Americans with Disabilities Act (ADA); and
4. The most recent editions of the following, but not limited to: OSHA Regulations for Construction – Title 29, Part 1926, Construction Safety and Health Regulations, Code of Federal Regulations, OSHA Standards – Title 29, Part 1910, Occupational Safety and Health Standards, Code of Regulations.

I. SUMMARY OF WORK

This is a continuing services contract for removing trash and debris, mowing of lawns, and trimming weeds, trees, shrubs, and bushes on properties located within the city limits, as needed and requested by the designated city department in Riviera Beach.

Please note that all work within the right-of-way must adhere to proper traffic maintenance protocols, which must be submitted to the city before starting any construction activities.

Work Orders or Purchase Orders will be issued for specific assignments. The City will define each assignment's Scope of Work, schedule, and timeline. The awarded Contractor is required to perform the work according to the established work orders or assignments.

Clean Up: All debris must be removed from the premises at the end of each job and disposed of appropriately. Upon final completion, the Contractor shall thoroughly clean all areas where work has taken place, as mutually agreed upon with the Contract Administrator or their Designee.

J. PROJECT MEETINGS

The City may require meetings throughout this project, which will require the participation of the City designee, Contractor, all subcontractors, all sub-consultants, representatives of governmental agencies with jurisdiction in this project area (if applicable), and any others as requested by the City and/or Contractor. The City designee will arrange the time and place of the meeting.

K. PERMITS

The Contractor shall procure and pay for all permits and licenses, charges, and fees and give all notices necessary and incidental to the lawful prosecution of the work. The Contractor shall include the cost for all permits in the contractor's base proposal.

The contractor shall possess and keep in force all licenses, business permits, and other permits required to perform the services of this Agreement.

NOTE: Contractor ***shall not*** commence any work without obtaining all required permits.

L. PROJECT DURATION

The Contractor shall commence services within six (6) days of receiving the Purchase Order and Notice to Proceed (NTP).

Time is of the essence for the Contractor's work performance. The Contractor is expected to complete this project as expeditiously as possible. The work to be performed under this contract shall commence upon issuance of a Work Order (PO) and in conjunction with a Notice to Proceed (NTP). No Contract Time extensions will be allowed for holidays or vacations. At a minimum, the selected DBF must adhere to the following schedule as set by the City:

a. The Contractor recognizes that TIME IS OF THE ESSENCE. The Work shall commence within 10 calendar days (6 working days) of the date of the Notice to Proceed.

b. The Work shall be Substantially Completed within 60 calendar days (42 working days) after the date the Contract Time commences to run, as provided in the Notice to Proceed.

c. The Work shall be finally completed on the Final Completion Date and ready for final payment in accordance with this Agreement within 120 calendar days (81 working days) after the date when the Contract Time commences to run as provided in the Notice to Proceed.

d. Preliminary Project Schedule - Within ten 10 days after notice of award and as a condition precedent to executing the Contract, before commencement of any work, the Contractor shall submit their preliminary project schedule to the City for review and approval. The schedule shall be written in sufficient detail to show the chronological relationship of all significant aspects of the project, including procurement of materials, equipment scheduling, construction, and installation phases, with a level of detail.

M. LIQUIDATED DAMAGES

Upon failure of the Contractor to complete the Work within the time specified for completion, the Contractor shall pay to the City the sum of Two Hundred and Fifty Dollars ($250.00) for every calendar day that the completion of the Work is delayed beyond the time specified in this Agreement for completion, as fixed and agreed liquidated damages and not as a penalty, so long as the Contractor causes the delay.

N. WEATHER

a. The Time of Completion for this project has been calculated assuming that the weather conditions will be average to moderate. Suppose, in the opinion of the City's Contract Administrator / Designee, the weather escalates to a point where the work delays on the project more than the Contractor could have reasonably anticipated or controlled. In that case, the Contract Administrator / Designee will make arrangements to extend the time of completion for each work order package once the Contractor has made the request for such extensions.

b. If adverse weather conditions are the basis of a Claim(s) for additional time, such Claim(s) shall be documented by data substantiating that weather conditions were abnormal, could not have been reasonably anticipated, and harmed the project's scheduled activities.

c. The Contractor will be required to promptly notify the City's Contract Administrator / Designee in writing of any such delays to the work, explaining its efforts to mitigate the effects of such delays. Any notification received by the Contract Administrator / Designee more than five business days after the delay will not be considered. No extension of time shall be granted for delay(s) resulting from typical weather conditions prevailing in the applicable area(s) as defined by the average of the last ten (10) years of weather data recorded with the City and the relevant jurisdiction(s).

O. RESPONSE TIME

The Contractor shall respond to service requests within twenty-four (24) hours of notification by the City.

P. PERSON OF CONTACT

The Contractor shall provide contact information for Primary and Secondary staff within the company who will be responsible for responding to the City's request for support services during the term of this agreement. Contact information shall include the name of the Contact(s), Email address, Website Information, Phone Number, and Fax Number.

Q. RESTORATION OF PROPERTY

Property - whether public or private - if damaged during provision of services or removed for the convenience of the work; ALL such property shall be repaired and/or replaced by the Contractor at his/her own expense in a manner acceptable to the City's Contract Administrator, before final acceptance of the work. Restoration of specific items (such as benches, shelters, traffic signs, street signs, fences, sod, etc.) shall be performed promptly for reasons of public safety, health, and welfare.

R. STORAGE SITES

At his/her own expense, the Contractor shall furnish suitably secure area(s) for storing any equipment and materials to be left on-site (where approved). The location of such area(s) shall be approved by the appropriate governing jurisdiction and/or property owner. The Contractor shall maintain these areas clean and orderly, causing a minimum of nuisance to the surrounding areas/community.

S. CONTRACTOR AND SUBCONTRACTOR UNIFORM/BADGING

The Contractor employees assigned to this contract must wear a professional uniform with the company name permanently affixed to it. Uniforms shall comply with all safety provisions from the Florida Department of Transportation, OSHA, and the City.

T. CONTRACTOR AND SUBCONTRACTOR VEHICLES

The Contractor's company vehicles shall be distinctly labeled with the company name and shall only be parked in designated spaces provided by the City.

U. DAMAGE REIMBURSEMENT

The Contractor shall be solely responsible for and shall reimburse the City any costs and/or expenses of any kind or nature relating to the correction of any damage to any City property resulting from installing, maintaining, or replacing mounted equipment and infrastructure.

V. WARRANTY

The Contractor shall furnish all pertinent warranty information, including manufacturers' warranties and effective dates, as they become available, for all new equipment. All materials, parts, components, equipment, and labor work performed shall be fully warranted and guaranteed for at least one (1) year from the completion of services and acceptance by Development Services and the Public Works Department. Parts and equipment shall be replaced during the warranty period, and the warranty must match that of the original part from the date of replacement. Repair or replacement of defects occurring in labor or product(s) within the warranty period shall be performed and provided at no additional cost to the City.

W. CLEAN UP

All usable materials and debris shall be removed from the premises at the end of each workday and disposed of appropriately. Upon final completion, the Contractor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated location Contract Administrator / Designee.

X. WORK ACCEPTANCE

An authorized representative from the Development Services and Public Works Departments will inspect services under this agreement. This inspection will determine acceptance of the work, appropriate invoicing, and warranty conditions.

Y. INVOICING AND PAYMENT

Each invoice shall fully detail the related costs and specify the status of the particular task or project as of the date of the invoice, in accordance with the accepted schedule for that task or project. Payment will be made within forty-five (45) days after receipt of an invoice acceptable to the City, per the Florida Local Government Prompt Payment Act. If, at any time during the contract, the City shall not approve or accept the Consultant's/Firm's work product, and agreement cannot be reached between the City and the Consultant/Firm to resolve the problem to the City's satisfaction, the City shall negotiate with the Consultant/Firm on a payment for the work completed and usable to the City.

Z. MINIMUM / MAXIMUM QUANTITY

The Minimum Annual Quantity for each bid item is considered zero (0). The Maximum Annual Quantity listed for each bid item shall not be exceeded per year.

AA. PRIME CONTRACTOR/SUBCONTRACTORS

Offeror(s) proposals selected as the Three (3) lowest responsive and responsible bidders, and whose bid is in the best interest of the City shall be the prime contractor if a contract is awarded and shall be responsible, in total, for all work of any subcontractors. All subcontractors, if any, must be listed in the proposal. The City reserves the right to approve all subcontractors. The Contractor shall be responsible to the City for the acts and omissions of all subcontractors or agents and of persons directly or indirectly employed by such subcontractors, as well as for the acts and omissions of persons employed directly by the Contractor. Further, nothing contained within this document or any contract documents created due to any contract awards derived from this ITB shall create any contractual relationships between any subcontractor and the City.

SECTION V – SPECIAL TERMS AND CONDITIONS

A. CONTRACT TERM

This is a Three (3) year contract with Two (2) one-year renewal terms at the sole discretion of the City.

B. RENEWAL OPTION

The initial term of the awarded contract is three years, with two subsequent one-year terms. The City of Riviera Beach acknowledges the fluctuating prices for items and services specified in this renewal period(s) solicitation. All requests for price adjustments must be submitted in writing to the Director of Procurement or designee, with substantial documentation, including but not limited to applicable market indexes for the product/service affected, Consumer Price Index (CPI) published by the US Department of Labor, and any other documentation supporting the request for price adjustment. The requested price adjustment shall not exceed the published CPI rate. All price increase(s) and decrease(s) shall become effective only upon approval, in writing, by the Director of Procurement. Price increases shall not be retroactive. Moreover, if mutually agreed upon, the price adjustment(s) shall be valid for the next contract/renewal term and are subject to audit as to the validity/accuracy at any time by County personnel.

C. SBE PARTICIPATION

Consistent with the City's procurement code, DIVISION 2. - SMALL BUSINESS ENTERPRISE PARTICIPATION GOAL, Small Business Enterprises (SBE) shall be able to participate in this project. CONTRACTOR is hereby informed that the CITY has established a goal of 15% participation of SBE. The Contractor must demonstrate and document a reasonable effort toward attaining the 15% SBE participation as a condition of this contract. The CONTRACTOR agrees to maintain all relevant records and information necessary to document compliance with the Ordinance and allows the CITY to inspect such records and provide such records to the CITY upon request.

D. LOCAL VENDOR PREFERENCE

Under the City's Procurement Code, DIVISION 1. - PREFERENCES FOR LOCAL VENDORS, the City prefers local businesses. A local business, for the purposes of the application of the local vendor preference, means a Bidder that has a permanent, physical place of business within the city limits and a valid business tax receipt and

certificate of occupancy applicable to the required goods, services, or construction items being procured. Post office boxes or locations at a postal service center are not verifiable and will not be used to establish said physical address. Suppose the business is a joint venture/partnership. In that case, it is sufficient for qualification as a local business if at least one party of the joint venture/partnership meets the test outlined in this section. The Bidder will have the burden of demonstrating that it meets this definition. A permanent physical location must be established for a minimum of twelve (12) months before the published date of this solicitation.

Applying the local vendor preference will not change the actual cost proposal. Further, in no event will it cause the city to pay more than $25,000.00 above the amount proposed by the non-local vendor, which would have been recommended for award if the local vendor preference had not been applied.

E. BIDDER RESPONSIBILITY

The undersigned Bidder affirms that he/she has or will obtain all equipment necessary to complete the work described, that he/she has or will obtain all required permits and licenses from the appropriate agencies, and that his firm is authorized to do business in Florida.

F. SPECIFIC EXPERIENCE REQUIRED

To be considered for this contract, the following expertise is required. Specific references attesting to this expertise must be submitted with the bid.

The Contractor shall have at least three (3) years of previous lot clearing, cutting, and related services in the State of Florida.

Bidder shall submit proof of previous experience of a minimum of three (3) projects within a three (3) year period of similar scope and scale (or larger) and shall for each project listed, identify location; dates of services; project name and overall scope; scope of work that was self-performed by Contractor; and client's name, address, telephone number and e-mail address.

NOTE: REFERENCES SHALL INCLUDE AT LEAST ONE (1) LOCAL, CITY, STATE, GOVERNMENT, AND FEDERAL ENTITY. BIDDERS SHALL NOT INCLUDE ANY WORK PERFORMED FOR THE CITY OF RIVIERA BEACH, NOR LIST ANY CITY STAFF AS REFERENCES, WHEN DEMONSTRATING QUALIFICATIONS, EXPERIENCE, OR CAPABILITIES IN RESPONSE TO THIS ITB. DO NOT INCLUDE PROPOSED TEAM MEMBERS OR PARENT/SUBSIDIARY/AFFILIATED COMPANIES AS REFERENCES IN YOUR SUBMITTALS.

By signing this bid solicitation, the Contractor affirms that this expertise will be provided for this contract at no additional charge.

G. REQUIRED LICENSING

To be deemed responsive and responsible to this solicitation, Bidder must be registered to do business in the State of Florida and possess all required State, Federal, and Local licenses and certifications needed to perform the services requested herein.

THE CONTRACTOR MUST POSSESS BUSINESS LICENSES, APPLICABLE GENERAL OR SPECIALIZED LICENSES, AND CERTIFICATION(S) TO BE CONSIDERED RESPONSIVE AND RESPONSIBLE FOR THIS SOLICITATION.

Failure to submit proof of all required licenses and certifications with the proposal submission will result in a non-responsive and non-responsible determination.

Required licenses and certifications shall consist of the following, but is not limited to:

State:
Business License
Certificate of Good Standing

SECTION VII – GENERAL TERMS AND CONDITIONS

The following instructions are given to guide Bidders in properly preparing their bid responses. These directions have equal force and weight with the specifications, and strict compliance is required with all of these provisions.

A. ADDENDUMS AND INTERPRETATIONS

No interpretations of the meaning of the plans, specifications, scope of work or other contract documents will be made orally to any Bidder. Prospective Bidders must request such interpretation in writing as instructed in the bid package. To be considered, such a request must be received by the Questions and Answers deadline as indicated on BidNet (www.bidnetdirect.com/florida/cityofrivierabeach). Questions received after this time will not be answered.

- Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum on BidNet (www.bidnetdirect.com/florida/cityofrivierabeach)**.**

- Failure of any Bidder to receive any such addenda or interpretation shall not relieve any Bidder from any obligation under the bid as submitted. All addenda so issued shall become a part of the contract document.

- **Bidder** shall verify in BidNet (www.bidnetdirect.com/florida/cityofrivierabeach) that the bid response has all addenda before submitting a bid. Receipt of all addenda **shall be acknowledged** by the Bidder(s) on the "Addenda Acknowledgement Form" and submitted with Attachment "A" – Bidder's Required Forms package as instructed.

B. ASSIGNMENT

The Agreement, in whole or any part hereof, created by the award to the successful contractor shall not be sold, not be assigned or transferred by Contractor by process or operation of law or in any other manner whatsoever, including intra-corporate transfers or reorganizations between or among a subsidiary of Contractor, or with a business entity which is merged or consolidated with Contractor or which purchases a majority or controlling interest in the ownership or assets of Contractor without the prior written consent of the City.

C. COST

Pricing shall be submitted in BidNet, all-inclusive, and constitute complete compensation. Failure on the part of the Contractor to thoroughly and properly evaluate any factors of costs prior to bidding shall not form a basis for additional compensation.

D. AWARD

The Contract/Purchase Order will be awarded to the three (3) lowest responsible and responsive Bidders, whose bid is in the City's best interest. The determination of the lowest responsive and responsible bidder may involve

all or some of the following factors: price, conformity to specifications, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, terms of payments, compatibility as required, other costs, and other objectives and accountable factors which are reasonable. This determination will be at the sole discretion of the City and will be based upon the character, fitness, experience, history, and financial status of the Bidder.

1. The Lowest Bidder is determined by the aggregate amount of the prices outlined in the form of bid or the aggregate amount of the Base Bid, plus any Alternates selected by the City.

2. A Responsive Bidder shall mean a Bidder who has submitted a bid that conforms to the Bidding Documents in all material respects.

3. A Responsible Bidder is a Bidder who has the capability, in all respects, to perform fully the contract requirements and have moral and business integrity and reliability, which will ensure good faith performance. In determining responsibility, the following criteria will be considered:
    a. The ability, capacity, and skill of the Bidder to fulfil the contract or provide the service(s) required.
    b. Whether the Bidder can fulfil the contract or provide the service promptly, or within the time specified, without delay or interference.
    c. The character, integrity, reputation, judgment, experience, and efficiency of the Bidder.
    d. The quality of performance of previous contracts or services. For example, the following information will be considered:
        i. The City incurred administrative and consultant cost overruns in previous contracts with the Bidder.
        ii. The Bidder's compliance record with contract general conditions on other projects,
        iii. The submittal by the Bidder of excessive and/or unsubstantiated extra cost proposals and claims on other projects.
        iv. The Bidder's record for completion of the work within the Contract Time or within Contract Milestones and the Bidder's compliance with scheduling and coordination requirements on other projects.
        v. The Bidder's demonstrated cooperation with the City and/or other contractors on previous contracts.
        vi. Whether the work performed and materials furnished on previous contracts were in accordance with the Contract Documents.
    e. The Bidder's previous and existing compliance with the laws and ordinances relating to contracts or services.
    f. The sufficiency of the financial resources and ability of the Bidder to perform the contract or provide the service.
    g. The quality, availability, and adaptability of the goods or services to the particular use required.
    h. The ability of the Bidder to provide future maintenance and service for the warranty period of the contract.
    i. Whether the Bidder is in arrears to any Owner on debt or contract or is a defaulter on surety to any Owner.
    j. Such other information as may be secured by the City having bearing on the decision to award the contract, to include, but not limited to:
        i. The ability, experience, and commitment of the Bidder to properly and reasonably plan, schedule, coordinate, and execute the Work.
        ii. Has the Bidder ever been debarred from bidding by any other public or private owner or found ineligible for bidding on any other projects?
        iii. Bidder's litigation history and reputation with owners for whom Bidder has previously worked.
        iv. Whether Bidder's contract on other projects has ever been terminated.

v. The purpose of the above is to enable the City to select the bid which is in the best interest of the City. The ability of the low Bidder to provide the required bonds (if applicable) will not of itself demonstrate the responsibility of the Bidder.

E. CODE REQUIREMENTS

The Contractor and his or her subcontractors on this project must be familiar with all applicable Federal, State, City, and Local Laws, Regulations, or Codes and be governed accordingly as they will apply to this project and the actions or operations of those engaged in the work or concerning materials used. Contractor shall ask for and receive any required inspections.

F. COMMERCIAL NON-DISCRIMINATION POLICY

It is the policy of the City not to enter into a contract or to be engaged in business relationship with any business entity that has discriminated in the solicitation, selection, hiring or commercial treatment of Contractors, suppliers, subcontractors or commercial customers based on race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity or expression, disability, or genetic information, or based on any otherwise unlawful use of characteristics regarding the Contractor's supplier's or commercial customer's employees or owners; provided that nothing in this policy shall be construed to prohibit or limit otherwise lawful efforts to remedy the effects of discrimination that have occurred or are occurring in relevant marketplace for Palm Beach County.

G. CONDITIONS AND PACKAGING

Unless otherwise stated in the solicitation or ordered explicitly from an accepted price list, deliveries must consist only of new and unused goods. They shall be the current standards production model available during the solicitation response. The goods must be suitably packaged for shipment by common carrier. Each container or multiple units must include the manufacturer or supplier's name, purchase order number, and any additional markings required by specifications or other acceptable means of identifying the contractor and purchase order number. Items otherwise packaged shall bear a label, imprint, stencil, or other legible markings stating the name of the manufacturer or supplier, purchase order number, and any other markings required by specifications, or other acceptable means of identifying the Contractor and purchase order number.

H. CONE OF SILENCE

To ensure the fair evaluation of proposals/bids, communication initiated by offerors is prohibited from the time responses are opened until the final decision has been made. Sec. 2-166. - Cone of silence.

Any Contract entered into in violation of the cone of silence provisions in this section shall render the transaction voidable.

I. CONFLICT OF INTEREST

All Bidders MUST disclose with their Bid the name of any officer, director, agent, or any relative of an officer, director, or agent who is also an employee of the City. Further, all Bidders must disclose the name of any City employee who owns, directly or indirectly, an interest of five percent (5%) or more in the Bidder's firm or any of its subsidiaries.

J. CONTINGENCY FEES

By submission of this solicitation response, Bidder certifies that no contingency fees (sometimes known as a finder's fee) have been paid to any person or organization other than a bona fide employee working solely for the Bidder to secure a contract made pursuant to this solicitation. Violation of this policy may result in termination of any resultant contract and/or possible debarment of the Bidder.

K. DEBARRED OR SUSPENDED BIDDERS

The Bidder certifies, by submission of a response to this solicitation, that neither it nor its principals and subcontractors are presently debarred or suspended by any state, local or federal department or agency.

L. DISCOUNTS

Cash discounts for prompt payment shall not be considered in determining the lowest net cost for Bid evaluation process.

M. DRUG-FREE WORKPLACE

Preference shall be given to a business with Drug-Free Workplace (DFW) programs. Whenever two or more Bids that are equal with respect to price, quality, and service are received by the CITY for the procurement of contractual services, a Bid received from a business that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

N. EQUAL EMPLOYMENT OPPORTUNITY

No Contractor shall discriminate against any employee or applicant for employment because of race, religion, age, color, sex or national origin, sexual orientation (including but not limited to City Code, Section 10-51, and 16.5-101), marital status, political affiliation, disability, or physical or mental handicap if qualified. Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment without regard to their race, religion, age, color, sex, or national origin, sexual orientation, marital status, political affiliation, disability, or physical or mental handicap. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection of training, including apprenticeship. The Contractor agrees to post notices in conspicuous places available to employees and applicants for employment, setting forth the provisions of this non-discrimination clause.

The Contractor selected to perform work on a City project must include the foregoing or similar language in its contracts with any subcontractors or subconsultants, except that any project assisted by U.S. Department of Transportation funds shall comply with the non-discrimination requirements in Title 49 C.F.R. Parts 23 and 26. The subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause. Failure to comply with the above requirements is a material breach of the contract. It may result in the termination of this contract or such other remedy as the City deems appropriate.

O. GOVERNMENTAL RESTRICTION

If any governmental restrictions are imposed that would necessitate alteration of the performance of the services offered in this Bid before delivery, it shall be the responsibility of the Bidder to notify the CITY at once. The CITY reserves the right to accept the alteration or to cancel the contract at no expense to the CITY.

P. INDEPENDENT CONTRACTOR RELATIONSHIP

The successful Bidder is, and shall be, in performing all work, services, and activities under this Contract, an Independent Contractor and not an employee, agent, or servant of the City. All persons engaged in any work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the successful Bidder's sole direction, supervision, and control. The successful Bidder shall exercise control over the means and manner in which it and its employees perform the work. In all respects, the successful Bidder's relationship, and the relationship of its employees, to the City shall be that of an Independent Contractor and not as employees or agents of the City.

Q. INDEMNIFICATION

Contractor shall indemnify and save harmless and defend the City, its agents, servants, officers and employees from and against any claims, liabilities, losses, damages, and costs, including but not limited to reasonable attorney's fees, to the extent caused by the negligence, recklessness, omission or intentional wrongful misconduct of Contractor and persons employed or utilized by Contractor in the performance of this Agreement.

The Contractor further agrees to indemnify, save harmless and defend the City, its agents, servants, officers and employees from and against any claim, demand or cause of action of whatsoever kind or nature arising out of any conduct or misconduct of the Contractor not included in the paragraph above and for which the City, its agents, servants, officers, or employees are alleged to be liable. Nothing contained in this provision shall be construed or interpreted as consent by the City to be sued, nor as a waiver of sovereign immunity beyond the waiver provided in Section 768.28, Florida Statutes.

The indemnification provided above shall obligate the Contractor to defend at its own expense to and through appellate, supplemental or bankruptcy proceeding, or to provide for such defense, at City's, option, any claims of liability and all suits and actions of every name and description, which may be brought against the City, whether performed by Contractor, or persons employed or utilized by Contractor.

R. INCONSISTENCIES

Any seeming inconsistency between different provisions of the plans, specifications, bid, or contract, or any point requiring explanation, must be inquired into by the Bidder, in writing, at least ten (10) days before the date and time set for opening bid responses. After bid responses are opened, the Bidder shall abide by the decision of the CITY as to such interpretation.

S. INSPECTION, ACCEPTANCE, AND TITLE

Inspection and acceptance will be at the delivery destination unless otherwise specified. Title and risk of loss or damage to all items shall be the Contractor's responsibility until accepted by the City.

T. JURISDICTION, VENUE, WAIVER OF JURY TRIAL

The contract shall be interpreted and construed in accordance with and governed by the laws of Florida. Any controversies or legal problems arising out of the contract and any action involving the enforcement or interpretation of any rights hereunder shall be submitted to the jurisdiction of the State courts of the Fifteenth Judicial Circuit of Palm Beach City, Florida, the venue situs, and shall be governed by the laws of the state of Florida. By entering into this contract, Contractor and City hereby waive any rights either party may have to a trial by jury of any civil litigation related to this contract. If any party demands a jury trial in a lawsuit arising out of the contract and fails to withdraw the request after written notice by the other party, the party making the

request for jury trial shall be liable for the reasonable attorneys' fees and costs of the party contesting the request for jury trial.

U. LEGAL REQUIREMENTS

Bidders are required to comply with all provisions of Federal, State, County, and local laws, bid and ordinances, rules and regulations, and any City rules that are applicable to the items being bid. Lack of knowledge by the Bidder shall in no way be a cause for relief from responsibility or constitute a cognizable defense against the legal effect thereof.

V. LOBBYING ACTIVITIES

ALL CONTRACTORS PLEASE NOTE: Any Contractor submitting a response to this solicitation must comply, if applicable, with the CITY'S Lobbying Ordinance, as provided in Chapter 2.164 of the City Code of Ordinance. Copies of the Ordinance may be obtained from the Office of the CITY Clerk, 600 West Blue Heron Boulevard, Suite #140, Riviera Beach, Florida, 33404. The ordinance may also be viewed on the City's website at: https://library.municode.com/fl/riviera_beach/codes/code_of_ordinances.

W. LOSS CONTROL/SAFETY

The Contractor shall always exercise precaution to protect all persons, including employees and property. The Contractor shall comply with all laws, regulations, or ordinances relating to safety and health, make special efforts to detect hazardous conditions, and take prompt action where loss control/safety measures should reasonably be expected.

The City may order work to be stopped if conditions present immediate danger to persons or property. The Contractor acknowledges that such stoppage will not shift responsibility for any loss or damage from the Contractor to the City

X. MISTAKES

Bidders are cautioned to examine all specifications, scopes of services, scope of works, drawings, delivery instructions, unit prices, extensions, and all other special conditions pertaining to this solicitation. Failure of the Contractor to examine all pertinent documents shall not entitle them to any relief from the conditions imposed in the contract. In case of mistakes in extension, the unit price shall govern. Multiplication or addition errors are deemed clerical errors and shall be corrected by the City. In the case of arithmetic error(s), the unit price will prevail and the Bidder's total offer will be corrected accordingly. Written Amounts shall take precedence over numerical amounts. Bids having erasures or corrections must be initialed in ink by the Bidder. Failure to do so will result in bid being deemed non-responsible and will be rejected.

Y. MODIFICATIONS

All changes to purchase orders shall be by issuance of a change order. Any modifications or changes to any contract entered into as a result of this solicitation must be by written amendment with the same formality and of equal dignity prior to the initiation of any such change.

Z. NON-COLLUSION STATEMENT

By signing its Bid, the Bidder certifies that its Bid is made independently and free from collusion. Bidder shall complete and submit the Non-Collusion Affidavit Form located in Attachment "A" – Bidder's Required Forms

package, to their best knowledge, any Riviera Beach officer or employee, or any relative of any such officer or employee as defined in Section 112.3135(1) (c), Florida Statutes, who is an officer or director of, or has a material interest in, the supplier's business, who is in a position to influence this procurement. Any Riviera Beach officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement. For purposes hereof, a person has a material interest if he/she directly or indirectly own more than five percent (5%) of the total assets or capital stock of any business entity, or if they otherwise stand to gain if the contract is awarded to this Bidder personally.

Failure of a Bidder to disclose any relationship described herein shall be a reason for debarment per the provisions of the City Procurement Code.

If doing business under an assumed name, i.e., an Individual, Association, Partnership, Corporation, or otherwise, Bidder shall be registered with the Florida Department of State, Division of Corporations.

AA. NON-CONFORMANCE TO CONTRACT CONDITIONS

The City may withhold acceptance of, or reject any items found, upon examination, not to meet the specification requirements. Upon written notification (mail, email, or fax) of rejection, items shall be removed within five (5) business days by the Contractor at its expense and redelivered at its expense. The City regards rejected goods left longer than thirty (30) days as abandoned, and it has the right to dispose of them as its own property. No written notice of rejection needs to be given regarding foodstuffs and drugs. Upon verbal notice to do so, the Contractor shall immediately remove and replace such rejected merchandise at its expense. Rejection for non-conformance, failure to provide services conforming to specifications, or failure to meet delivery schedules may result in the Contractor being found in default.

BB. NOTICE

Written notice provided pursuant to this contract shall be sent by certified United States Mail, postage prepaid, return receipt requested, or by hand-delivery with a request for a written receipt or acknowledgment of delivery, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain as set forth herein until changed in writing in the manner provided in this section. For the present, the City designates:

Director, City Procurement Department
1481 West 15th Street,
Riviera Beach, FL 33404

Contractor shall identify in the solicitation response a designated person and address to whom notice shall be sent when required by the contract.

CC. PATENTS AND ROYALTIES

The Contractor, without exception, shall indemnify and save harmless and defend the City, its officers, agents and employees from liability of any nature or kind, including but not limited to attorney's fees, costs and expenses for or on account of any copyrighted, patented or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the City. If the Contractor uses any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood without exception that the prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work. This provision shall survive the expiration or earlier termination of the contract.

DD. PAYMENT

Payment for all goods and services, requested by a purchase order, shall be made promptly and in accordance with Local Government Prompt Payment Act, Section 218.70, Florida Statutes, and the Prompt Payment Policy, Section No. 16.5-297, City's Code of Ordinances. All payment applications shall be submitted to the address indicated in the purchase order. The City will pay the Contractor after receipt, acceptance, and proper invoice is received. Invoices must bear the purchase order number.

EE. PERMITS AND LICENSES

The Contractor shall obtain, at their own expense, all permits and licenses required by law or ordinance as indicated in this solicitation and maintain them in full force and effect throughout the Term of this Agreement. Any changes in the licenses or permits shall be reported to the City within ten (10) Business Days of the change.

Failure to obtain and maintain all permits and licenses, including but not limited to any permit or license which the City may in the future require to engage in the business of Transportation Services in Palm Beach County, shall constitute an event of default.

FF. PERSONAL INVESTIGATION

Bidders shall satisfy themselves by personal investigation and other means as they may think necessary or desirable, regarding the conditions affecting the proposed work and the cost. No information derived from maps, plans, specifications, or from the Engineer, City Manager, or their assistants shall relieve the Contractor from any risk or from fulfilling all contract terms.

GG. PRICES

Firm prices shall include all handling, set-up, shipping, and inside delivery charges to the destination shown herein unless otherwise indicated.

1. **THE CONTRACTOR:** In submitting this solicitation response certifies that the prices provided herein are not higher than the prices at which the same commodity(ies) or service(s) is sold in approximately similar quantities under similar terms and conditions to any purchaser whomsoever.

2. **F.O.B.:** Unless otherwise specified, prices shall be provided as F.O.B. Destination, freight included and inclusive of all costs. Current and/or anticipated applicable fuel costs should be considered and included in the prices provided.

3. **TIES:** The Procurement Department will break tie responses per the Procurement Code.

HH. PROTEST PROCEDURES

In accordance with Section 16.5-241 of the City Code of Ordinances, if a Contractor intends to protest a solicitation or proposed award of a contract, the following apply:

1. *Right to protest*. Any actual or prospective bidder, offeror, or Contractor aggrieved in connection with the solicitation or award of a contract may protest to the City Council. Protestors shall seek resolution of their complaints initially with the Director, and secondly with the City Manager before protesting to the City Council. A protest with respect to an invitation for bids or request for proposals shall be submitted in writing before the opening of bids or the closing date of proposals, unless the aggrieved person did

not know and could not have been reasonably expected to know of the facts giving rise to such protest before bid opening or the closing date for proposals.

2. The protest shall be submitted within five (5) calendar days after such aggrieved person knows or could have reasonably been expected to know the facts giving rise thereto.

3. *Stay of procurements during protests.* In the event of a timely protest under subsection (a) of this section, the Director of Procurement shall not proceed further with the solicitation or award of the contract until all administrative remedies have been exhausted OR until the City Manager makes a written determination that the award of a contract without delay is necessary to protect substantial interests of the City.

II. PUBLIC ENTITY CRIMES

Pursuant to Florida Statutes (F.S.) 287.133, as amended: a person or affiliate who has been placed on the convicted Contractor list following a conviction for a public entity crime may not submit a Bid on a contract to provide any goods or services to a public entity, may not submit a Bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit Bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, supplier, subcontractor or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted Contractor list. Bidder shall complete and submit the Public Entity Crimes Law Form located in Attachment "A" – Bidder's Required Forms package.

JJ. PUBLIC RECORDS ACT / INFORMATION DISCLOSURE TO THIRD PARTIES

The Contractor shall comply with Florida's Public Records Act, specifically section 119.0701, Florida Statutes, by agreeing to:

1. Keep and maintain all public records that ordinarily and necessarily would be required by the City to keep and maintain in order to perform the services under this Agreement.

2. Provide the public with access to said public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

4. Meet all requirements for retaining said public records and transfer, at no cost, to the City all said public records in possession of the Consultant upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public record disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE CITY CLERK'S OFFICE, CITY OF RIVIERA BEACH, 600 WEST BLUE HERON BLVD., RIVIERA BEACH, FL. 33404, BY EMAIL AT CITYCLERK@RIVIERABEACH.ORG OR BY TELEPHONE 561-845-4090.

KK. QUALIFICATIONS OF CONTRACTOR

The City will only consider solicitation responses from firms normally engaged in providing the types of commodities, services, or construction specified herein. Contractor must have adequate organization, facilities, equipment, and personnel to ensure prompt and efficient service to City. The City reserves the right to inspect the facilities, equipment, personnel and organization or to take any other action necessary to determine ability to perform in accordance with specifications, terms and conditions. The City will determine whether the evidence of ability to perform is satisfactory and reserves the right to reject responses where evidence or evaluation is determined to indicate inability to perform. The City reserves the right to consider a Contractor's history of any and all types of citations and/or violations, including those relating to suspensions, debarments, or environmental regulations in determining responsibility. Contractor should submit with its solicitation response a complete history of all citations and/or violations notices and dispositions thereof. Failure of a Contractor to submit such information may be grounds for termination of any contract awarded to successful Contractor. Contractor shall notify the City immediately of notice of any citations or violations which they may receive after the opening date and during the time of performance under any contract awarded to them.

LL. REJECTION OF BIDS

The City reserves the right to reject any bid if the evidence submitted by the Bidder, or if the investigation of such Bidder, fails to satisfy the City that such Bidder is properly qualified to carry out the obligations and to complete the work contemplated. Any or all bids will be rejected, if there is reason to believe that collusion exists among Bidders. A bid response will be considered irregular and may be rejected, if it shows serious omissions, alterations in form, additions not called for, conditions or unauthorized alternates, or irregularities of any kind. The City reserves the right to reject any or all bids and to waive such technical errors as may be deemed best for the interests of the City.

MM. RESERVATION FOR AWARD

The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City. The City reserves the right to make an award to the responsive and responsible Bidder whose product or service meets the terms, conditions, and specifications of the ITB and whose bid is considered to best serve the City's interest. In determining the responsiveness of the offer and the responsibility of the Bidder, the following shall be considered when applicable: the ability, capability and skill of the Bidder to perform as required; whether the Bidder can perform promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the Bidder; the quality of past performance by the Bidder; the previous and existing compliance by the Bidder with related laws and ordinances; the sufficiency of the Bidder's financial resources; the availability, quality and adaptability of the Bidder's supplies or services to the required use; the ability of the Bidder to provide future maintenance, service or parts; the number and scope of conditions attached to the bid.

NN. RIGHTS TO INVESTIGATE AND AUDIT: OFFICE OF THE INSPECTOR GENERAL

The Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of any awarded contract and in furtherance thereof may demand and obtain records and testimony from the Contractor. The Bidder understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Bidder to fully cooperate with the Inspector General when requested may be deemed by the City to be a material breach of any contract entered into with the Bidder as justification for termination.

OO. SAFETY STANDARDS

Unless otherwise stipulated in the solicitation, all manufactured items and fabricated assemblies shall comply with applicable requirements of the Occupational Safety and Health Act (OSHA) and any standards thereunder. All sources of energy associated with machinery/equipment purchased shall be capable of being locked out in accordance with OSHA 29 CFR 1910.147, Hazardous Energy Control. In compliance with OSHA 29 CFR 1910.1200, Hazard Communication Standard, and Chapter 442, Florida Statutes, Occupational Safety and Health, any chemical substance delivered from a contract resulting from this solicitation must be compliant with the Global Harmonized System (GHS) for Hazard Communication, accompanied by a Safety Data Sheet (SDS) consisting of 16 sections. A Safety Data Sheet (SDS) shall also be submitted to the City Risk Management Department, 1481 West 15th Street, Riviera Beach, FL 33404.

PP. STATE OF FLORIDA DIVISION OF CORPORATIONS REQUIREMENTS

It is the Contractor's responsibility to comply with all state and local business requirements. All corporations and partnerships must have the authority to transact business in the State of Florida and be in good standing with the Florida Secretary of State. Contact the Florida Department of State, Division of Corporations for further information.

The City will review the Contractor's business status based on the information in response to this solicitation. If the Contractor is an out-of-state or foreign corporation or partnership, the Contractor should obtain the authority to conduct business in the State of Florida.

QQ. TAXES

The CITY is exempt from Federal Excise and State Sales taxes. Contractors or Contractors doing business with the CITY shall not be exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with the CITY unless an exemption is available to the Contractor or Contractor, nor shall any Contractor/Contractor be authorized to use the CITY'S Tax Exemption Number in securing such materials.

RR. TERMINATION:

1. **Availability of Funds:** If the term of this contract extends beyond a single fiscal year of the City, the continuation of this contract beyond the end of any fiscal year shall be subject to the availability of funds from the City in accordance with Chapter 129, Florida Statutes (F.S.). The City of Riviera Beach City Council shall be the final authority as to the availability of funds and how such available funds are to be allotted and expended. In the event funds for this project/purchase are not made available or otherwise allocated, the City may terminate this contract upon thirty (30) days' prior written notice to the Contractor.

2. **For Cause:** If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the provisions of this Agreement, the City may upon written notice to the Contractor terminate the right of the Contractor to proceed under this Agreement, or with such part or parts of the Agreement as to which there has been default, and may hold the Contractor liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the Contractor under this Agreement shall, at the option of the City, become the City' s property and the Contractor shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The Contractor, however, shall not be relieved of liability to the City for damages sustained by the City by reason of any breach of the Agreement by the Contractor, and the City may withhold any

payments to the Contractor for the purpose of setoff until such time as the amount of damages due to the City from the Contractor can be determined.

3. **For Convenience:** The City reserves the right, in its best interest as determined by the City, to cancel contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.

4. **Non-Performance:** The Awarding Authority may terminate the contract for cause if the party in breach has not corrected the breach within ten (10) days after written notice from the aggrieved party identifying the breach. Cause for termination shall include, but not be limited to, failure to suitably perform the work, failure to suitably deliver goods in accordance with the specifications and instructions in this solicitation, failure to continuously perform the work in a manner calculated to meet or accomplish the objectives of the City as set forth in this solicitation, or multiple breach of the provisions of this solicitation notwithstanding whether any such breach was previously waived or cured.

SS. WITHDRAWALS

Any Bidder may, without prejudice to itself, withdraw its bid at any time before the expiration of the time during which bid responses may be submitted. Such a withdrawal request must be in writing and signed in the same manner and by the person who signed the bid response. After the expiration period for receiving bid responses, no bid response can be withdrawn, modified, or explained.

City of Riviera Beach

To: Honorable Mayor, Chairperson and City Councilmembers

From: KaShamba Miller-Anderson, Councilperson

Through: William Wilkins, Interim City Manager

Subject: **Youth Council, Staff, and Community Travel for the 2026 All America City Finalist Delegation to Denver, Colorado.**

Date: June 03, 2026

CC: General Public

Background:

The City of Riviera Beach is a 2026 All America City Award Finalist. This recognition by the National Civic League honors strong civic engagement and innovative problem solving. As a finalist, the City is invited to the All America City Awards Competition in Denver. This agenda item discusses Youth Council travel within the City's delegation.

The national competition gives Youth Council members an opportunity to represent Riviera Beach, highlight local initiatives, and engage with youth leaders from across the country. The delegation includes Youth Council members, City staff, residents, and community stakeholders who supported the City's application. This approach aligns with the award's emphasis on broad community representation and collaboration.

Council discussion is requested to review travel arrangements and the overall composition of the delegation for the 2026 competition. Please provide input and direction regarding Youth Council involvement and related logistics.

City Goals:

The City-wide Goals are Strengthening Community Engagement and Building Great Neighborhoods.

Fiscal/Budget Impact:
Fiscal Impact to Be Determined

Recommendation:
Support the City's participation in the 2026 All American City finalist delegation to Denver, Colorado, including the necessary monetary support for travel.

Attachments:

N/A

City of Riviera Beach

To: Honorable Mayor, Chairperson and City Councilmembers

From: Brenda Jenkins, Director of Human Resources

Through: William E. Wilkins, Interim City Manager

Subject: **Discussion on the Process to Hire New City Manager**

Date: June 03, 2026

CC: General Public

Background:

Attached for your review is the presentation outlining the rationale for utilizing an executive recruitment firm to assist the City in the recruitment and selection of its next City Manager.

Given the significance of this leadership position, the recruitment process should be comprehensive, strategic, and designed to attract the highest caliber of candidates. Engaging a professional executive recruitment firm provides several important advantages, including expanded national outreach, specialized expertise in executive-level municipal recruitment, objective candidate screening, confidentiality for prospective applicants, and professional support throughout the selection process.

The presentation also outlines the typical recruitment process, anticipated timelines, and considerations for Council in determining the most effective approach to securing qualified leadership for the City.

Selecting the next City Manager is one of the most important decisions the City Council will make, and this presentation is intended to provide a framework for discussion regarding whether the use of an executive recruitment firm would best support that effort.

City Goals:

The Citywide goal is to Accelerate Operational Excellence.

Fiscal/Budget Impact:
N/A

Recommendation:
Staff recommends Council to discuss and provide next steps.

Attachments:
1. City Manager Recruitment Process - ER.pptx
2. Mayors Townhall Executive Report on May 8, 2026.pdf

City Manager Recruitment Process

City of Riviera Beach
Human Resources Department

Riviera Beach
see what's beneath the surface

Recruitment of a City Manager Through an Executive Search Firm

Benefits Of Using An Executive Search Firm

- Expanded national candidate reach
- Confidential executive outreach
- Specialized expertise in municipal executive recruitment
- Structured candidate screening and assessment
- Reduce administrative burden on City staff
- Improve likelihood of attracting high-caliber candidates

Proposed Recruitment Process

Step 1: Define leadership profile with City Council
Step 2: Develop recruitment strategy and timeline
Step 3: Engage executive search firm
Step 4: National advertising and active candidate sourcing
Step 5: Initial candidate screening and qualification review
Step 6: Semi-finalist interviews
Step 7: Finalist interviews with City Council
Step 8: Selection, negotiation, and appointment

Role of the Human Resources Department

1

Coordinate recruitment process administration

2

Ensure compliance with employment policies and procedures

3

Serve as liaison between City Council and search firm

4

Manage scheduling, logistics, and communication Support onboarding and transition planning

Role of Executive Search Firm

- Develop candidate recruitment strategy
- Conduct targeted outreach and candidate sourcing
- Screen and vet qualified applicants
- Perform background and reference assessments
- Facilitate interview process
- Support negotiation with selected candidate

Role of City Council

- Establish desired qualifications and leadership priorities
- Participate in finalist interviews
- Evaluate candidate alignment with City goals
- Select final candidate
- Approve employment agreement

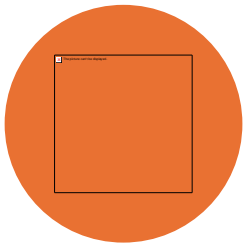
Estimated Timeline

Weeks 1–2: Council alignment and recruiter engagement
Weeks 3–6: National recruitment and sourcing
Weeks 7–9: Candidate screening and preliminary interviews
Weeks 10–11: Finalist interviews
Week 12: Selection and offer process

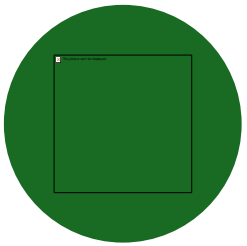
Benefits to the City of Riviera Beach

- Access to experienced municipal executive candidates
- Stronger recruitment transparency and process structure
- Faster time-to-hire
- Professional evaluation support
- Enhanced candidate confidentiality

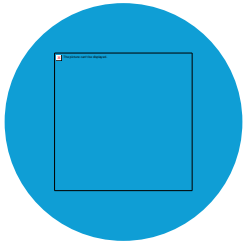
Next Steps For City Council



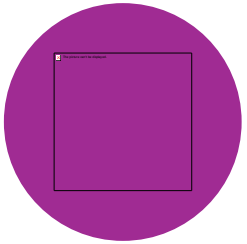
Approve recruitment strategy



Authorize engagement of executive search firm



Finalize City Manager leadership profile



Establish interview schedule and selection framework

Discussion and Council Direction

Questions

Feedback Authorization to proceed

Riviera Beach
see what's beneath the surface

Douglas A. Lawson
City of Riviera Beach, Florida

COMMUNITY TOWN HALL EXECUTIVE REPORT

YOUR CITY. YOUR VOICE. OUR FUTURE.

Session Date: Friday, May 8, 2026	**Session Location:** Riviera Beach Event Center
Session Time: 5:30 PM – 7:30 PM	**Compiled By:** Office of the Mayor

1. Executive Summary

On Friday, May 8, 2026, the Office of Mayor Douglas A. Lawson convened an official Community Town Hall at the Riviera Beach Event Center (190 E. 13th Street). Initiated as an intentional vehicle for localized civic dialogue, the public forum sought to unpack incoming structural adjustments within the City's executive ranks, evaluate localized state legislative redraws, and map comprehensive educational investments.

Central to this engagement was the deployment of an interactive digital resident feedback matrix designed to directly document community expectations, preferred hiring avenues, and core municipal metrics. This compilation sets forth both the verified quantitative datasets and direct constituent testimonies from the session to establish an official administrative record for future legislative and structural evaluation.

2. Agenda Framework & Presenters

The presentation matrix was intentionally partitioned into three policy divisions to brief stakeholders on concurrent county, state, and city transitions:

- **Riviera Beach High School & Education**
  • *Special Guest Speaker: School Board Member Edwin Ferguson*
  Evaluated structural paths for local educational pipelines, capital improvement planning around regional high schools, and specialized youth academic tracks.
- **State Legislative Updates & Redistricting**
  • *Featuring: Senator Bernard and Representative Edmonds*
  Addressed immediate policy shifts out of the state capital, redistricting configurations altering regional boundary matrices, and state funding mechanisms designated for capital infrastructure.
- **The Hiring Process for the Next City Manager**
  • *Led By: Executive Municipal Staff / Office of the Mayor*
  Outlined the procurement channels, internal HR screening protocols, and transparency baselines structured to fill the administrative seat following the contract expiration on July 13.

3. Quantitative Constituent Analytics

The following data represent compiled feedback through the community interactive response framework deployed during the May session.

A. Procurement Methods for the Office of City Manager

Hiring Method Preferred	Response Count	Proportional Weight
National Search Framework	24 responses	**75.0%**
Internal HR Processing Track	5 responses	15.6%
External Executive Head Hunter Firm	3 responses	9.4%

B. Regulatory Demands from Incoming Commercial Developers

Community Benefit Category Mandated	Response Count	Proportional Weight
Local Resident Participation / Job Quotas	4 responses	**40.0%**
Small Business Support Programs	3 responses	30.0%
Youth Programs & Community Frameworks	3 responses	30.0%
Affordable / Workforce Housing Base	0 responses*	0.0%

**Note: Workforce housing registered an explicit baseline of 0% inside this compartmentalized category, but stood out as a premier qualitative tracking indicator in open-text remarks.*

4. Qualitative Submissions & Constituent Testimony

The administrative profile requested by stakeholders for the incoming City Manager emphasizes localized communication metrics, political neutrality, and strong management over public infrastructure.

> *"Ability to work with diverse groups. Someone who can collaborate with residents, nonprofits, churches, businesses, City staff, and elected officials. The City Manager should work to rebuild trust, transparency, and communication with residents."*

> *"Operational Intelligence. A city manager does not need to be an engineer, cop, lawyer, and accountant all at once — but they MUST understand enough to ask dangerous questions."*

> *"A city manager works with elected officials but should not become a political puppet... The Council must allow the City Manager’s Office to operate independently and without political interference."*

Consolidated 12-Month Administrative Targets

- **Utility and Water Systems:** Immediate mitigation regarding infrastructural safety: *"Safe and Clean Water Systems. Water system. Offer discounts to residents that would like to purchase water filtration systems."*
- **Chamber Decorum and Order:** Implementation of structural rules to elevate meeting civility: *"I would encourage continued training in Robert's Rules of Order to help meetings stay orderly, respectful, and efficient. Council unite and run professional meetings."*
- **Regional Representation and Talents:** Strong calls for localized professional recruitment tracks: *"There are competent BLACK people in Riviera Beach who are capable of leading the City as the City Manager... Please pick a city manager from Riviera Beach!"*

5. Policy Matrix & Next Steps

The inputs compiled from the May 8, 2026 public forum demonstrate an active community base expecting transparent execution across state, school board, and local administrative lanes. The final data sets out an explicit mandate for the City Council to deploy an extensive, metrics-driven national search for the next City Manager.

Moving forward, Mayor Lawson encourages the City Commission and Staff to integrate these key indicators—specifically water distribution updates, localized corporate development mandates, and meeting decorum enhancements—into immediate administrative metrics to ensure the future direction of Riviera Beach aligns directly with its citizens.