



**Mayor**  
ROB MEDINA  
**Deputy Mayor**  
DONNY FELIX  
**Councilmembers**  
KENNY JOHNSON  
RANDY FOSTER  
PETER FILIBERTO

## **AGENDA**

### **Regular Council Meeting 2023-02 Thursday**

**January 19, 2023 - 6:00 PM  
Council Chambers, 120 Malabar Road SE, Palm Bay FL 32907**

#### **CALL TO ORDER:**

#### **INVOCATION:**

1. Pastor Tom Walker - Centerpointe Church, Palm Bay.

#### **PLEDGE OF ALLEGIANCE:**

#### **ROLL CALL:**

#### **ANNOUNCEMENTS:**

1. One (1) vacancy on the Youth Advisory Board (represents 'at-large student member' position).++

#### **AGENDA REVISIONS:**

1. Item 7, under Consent Agenda, relating to Ad Valorem Tax (AVT) Abatement to Rogue Valley Microdevices, Inc.: The AVT application attachment has been revised.
2. Consideration of training/travel for the Florida Sustainable Transportation and Technology Expo, has been added as Item 5, under New Business. (Deputy Mayor Felix)

#### **PROCLAMATIONS AND RECOGNITIONS:**

1. Recognition: Presentation of the American Flag - honoring the service of Alberta Clinkscales. (Deputy Mayor Felix)
2. Proclamation: Indian Kite Festival - January 22, 2023. (Councilman Johnson)

#### **PUBLIC COMMENTS/RESPONSES:**

**Public comments will be heard by the City Council on non-agenda issues. Speakers must complete 'Public Comment Cards' (orange) and are limited to three (3) minutes each.**

#### **PUBLIC HEARINGS:**

1. Ordinance 2023-02, rezoning property located north and south of Ersoff Boulevard, in the vicinity east of Lipscomb Street, from HC (Highway Commercial District) to RMH (Residential Mobile Home District) (2.87 acres) (Case Z-58-2022, Paul Daly and Don Ballew), final reading. (Quasi-Judicial Proceeding)
2. Ordinance 2023-03, amending the Fiscal Year 2022-2023 budget by appropriating and allocating certain monies (first budget amendment), final reading.
3. Ordinance 2023-01, providing for the annexation of certain real property generally located north, south and west of Micco Road, in the vicinity south of Dottie Drive, into the city (302.70 acres) (Case A-5-2022, Tiffany Dismukes Floyd), first reading.

#### **CONSENT AGENDA:**

**There will be no separate discussion on those items listed under Consent Agenda. They will be enacted by the City Council on one motion. If discussion is desired by the City Council, that item will be removed from the Consent Agenda by Council and will be considered in the order that it appears on the agenda.**

1. Adoption of Minutes: Meeting 2022-36; December 15, 2022.
2. Award of Bid: Road bond paving, northeast area – IFB 04-0-2023 (Ranger Construction Industries, Inc. - \$6,671,445); and approve the transfer of additional funds from the Undesignated Fund Balance in the amount of \$1,374,641 to be added to the project budget.
3. Miscellaneous: 'Cooperative Purchase', generator and fuel tank replacement, City Hall/City Hall Annex/Council Chambers (Florida Sheriff's contract) – Parks and Facilities Department (LJ Power - \$156,325).
4. Contract: Comprehensive plan update, assignment of Contract 64-0-2020 – Growth Management Department (from S&ME, Inc. to Inspire Placemaking Collective – no fiscal impact).
5. Resolution 2023-02, amending Resolution 2022-51, adopting Classification and Pay Plans and the Position Control Plan for employees of the City of Palm Bay (first amendment).
6. Resolution 2023-03, amending Resolution 2022-52, adopting the Five-Year Capital Improvements Program for Fiscal Years 2022-2023 through 2026-2027 (first amendment).
7. Ordinance 2023-04, granting Ad Valorem Tax (AVT) Abatement to Rogue Valley Microdevices, Inc., first reading. (AGENDA REVISION)
8. Consideration of the Fiscal Year 2022-2023 HOME Disbursement Agreement with Brevard County (\$1,608,607).
9. Consideration of reallocating funds from the Utilities Operating Undesignated Fund Balance to Utilities Renewal and Replacement Reserves to maintain a fund balance and cover increases to capital projects (\$1,657,000).
10. Consideration of utilizing Stormwater Utility Funds to provide additional funding for the Walden at C-42 Culvert Replacement, Project 22SU02 (\$200,000).
11. Consideration of expenditures from the Palm Bay Police Department's Law Enforcement Trust Fund for bank fees associated with the Asset Forfeiture Program (\$500).
12. Consideration of travel and training for specified City employees (Police Department).
13. Acknowledgement of the January 2023 GO Road Bond Paving report update.
14. Acknowledgement of the City's monthly financial report for November 2022 (Unaudited).



## **UNFINISHED AND OLD BUSINESS:**

1. Appointment of one (1) member to the Citizens' Budget Advisory Board.

## **NEW BUSINESS:**

1. Resolution 2023-04, directing the City Manager to develop an administrative code establishing a Concealed Carry Policy for the employees of the City of Palm Bay.
2. Resolution 2023-05, providing for the acceptance of the transfer of a portion of Babcock Street from Brevard County.
3. Consideration of an amendment to the Subrecipient Contract with Community of Hope, Inc. for American Rescue Plan Act funding (\$518,601).
4. Consideration of a request to reconsider the denial of Ordinance 2022-105 (Case CP-31-2022, Waterstone Holdings, LLC).
5. Consideration of councilmembers attending the Florida Sustainable Transportation and Technology Expo, February 1-2, 2023, in Cocoa. (Deputy Mayor Felix) (AGENDA REVISION)

## **COMMITTEE AND COUNCIL REPORTS:**

1. Committee/Council Reports

## **ADMINISTRATIVE AND LEGAL REPORTS:**

**PUBLIC COMMENTS/RESPONSES:** Speakers are limited to 3 minutes.

## **ADJOURNMENT:**

**Councilmembers who are members of the Space Coast Transportation Planning Organization (TPO) may discuss TPO issues which may subsequently be addressed by the TPO.**

**If an individual decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, a record of the proceedings will be required, and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.**

**Any aggrieved or adversely affected person desiring to become a party in the quasi-judicial proceeding shall provide written notice to the City Clerk which notice shall, at a minimum, set forth the aggrieved or affected person's name, address, and telephone number, indicate how the aggrieved or affected person qualifies as an aggrieved or affected person and indicate whether the aggrieved or affected person is in favor of or opposed to the requested quasi-judicial action. The required notice must be received by the Clerk no later than five (5) business days at the close of business, which is 5 p.m., before the hearing. (Section 59.03, Palm Bay Code of Ordinances).**

**In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Office of the City Clerk at (321) 952-3414 or Florida Relay System at 711.**

**If you use assistive technology (such as a Braille reader, a screen reader, or TTY) and the format of any material on this website or documents contained therein interferes with your ability to access information, please contact us. To enable us to respond in a manner most helpful to you, please indicate the nature of your accessibility problem, the preferred format in which to receive the material, the web address of the requested material, and your contact information. Users who need accessibility assistance can also contact us by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.**

**Pursuant to Council Policies and Procedures, members of the public wishing to use electronic media when addressing City Council must provide the electronic file to staff for screening no later than 2:00 P.M. on the day of the meeting; audio presentations must be submitted to the City Clerk at least twenty-four (24) hours prior to the meeting.**

**THIS MEETING IS BROADCAST LIVE ON THE CITY'S WEBSITE AND TELEVISED ON THE SPACE COAST GOVERNMENT TV CHANNEL.**



## **LEGISLATIVE MEMORANDUM**

**DATE:** 1/19/2023

**RE:** Consideration of training/travel for the Florida Sustainable Transportation and Technology Expo, has been added as Item 5, under New Business. (Deputy Mayor Felix)



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Alexandra Bernard, Growth Management Director

**DATE:** 1/19/2023

**RE:** Ordinance 2023-02, rezoning property located north and south of Ersoff Boulevard, in the vicinity east of Lipscomb Street, from HC (Highway Commercial District) to RMH (Residential Mobile Home District) (2.87 acres) (Case Z-58-2022, Paul Daly and Don Ballew), final reading. (Quasi-Judicial Proceeding)

A public hearing is to be held on the above subject ordinance and the caption read for the second and final time at tonight's Council meeting.

Paul Daly and Don Ballew (Chris Ossa, P.E., Kimley-Horn & Associates / Kimberly Rezanka, Lacey Lyon Rezanka Attorneys At Law, Reps) has submitted a request for a zoning Change from HC, Highway Commercial, to RMH, Residential Mobile Home. The subject property contains approximately 2.87 acres and is generally located north and south of Ersoff Boulevard NE and east of Lipscomb Street NE.

The applicant states the justification for the zoning change to RMH, Residential Mobile Home, is based on the City's request for the rezoning. The City requested rezoning as this parcel of land was included with the applicant's purchase of approximately 22 acres (four parcels) immediately adjacent and abutting to the west, known as Lipscomb Street PUD.

The subject parcels serve as existing drainage canals that supports the drainage for the adjacent Palm Bay Colony neighborhood to the east. The rezoning of the supporting drainage will be consistent with the property for which it supports. The proposed amendment will further the purposes of Chapter 185 of the City's Code of Ordinances and be in accordance with the City's Comprehensive Plan by aligning the zoning district with the Future Land Use Designation of Mobile Home Residential.

At the December Planning & Zoning Meeting, the Board inquired on any potential filling and/or development of the drainage canals. Staff indicated that the canals would remain as they presently are, to serve as drainage for Palm Bay Colony, and cannot be filled or developed upon. The Board also inquired on the maintenance of the drainage canals. The applicant's representative stated that, while the maintenance is unknown at this time, the ultimate responsibility will be that of the owner of the drainage tracts, Pulte Homes, which is developing Lipscomb Street PUD to the west.

**REQUESTING DEPARTMENT:**

Growth Management

**FISCAL IMPACT:**

There is no fiscal impact.

**RECOMMENDATION:**

Request for approval as noted in the staff report.

**Planning and Zoning Board Recommendation:**

Unanimous approval of the request.

**ATTACHMENTS:**

**Description**

Case Z-58-2022 - Staff Report - Revised

Case Z-58-2022 - Survey

Case Z-58-2022 - Citizen Participation Plan Report

Case Z-58-2022 - Exhibit A - Community Meeting Notice

Case Z-58-2022 - Exhibit B - 500 ft Radius Package

Case Z-58-2022 - Application

Case Z-58-2022 - Board Minutes

Ordinance 2023-02

**REVISED**

# STAFF REPORT

## LAND DEVELOPMENT DIVISION

120 Malabar Road SE • Palm Bay, FL 32907 • Telephone: (321) 733-3042

[landdevelopmentweb@palmabayflorida.org](mailto:landdevelopmentweb@palmabayflorida.org)

### Prepared by

Jesse D. Anderson, Assistant Growth Management Director

---

#### CASE NUMBER

Z-58-2022

#### PLANNING & ZONING BOARD HEARING DATE

November 2nd, 2022

---

#### PROPERTY OWNER & APPLICANT

~~Dudley E. Garner and Sue E. Garner Revocable Trust (Miguel Reynaldos and Andrew Steel, Northshore Development, Reps.)~~ >> Paul Daly and Don Ballew (Chris Ossa, P.E., Kimley-Horn and Kinan Husainy, P.E., Kimley-Horn & Associates / Kimberly Rezanka, Lacey Lyon Rezanka Attorneys At Law, Reps.)<<

#### PROPERTY LOCATION/ADDRESS

Block F, Palm Bay Colony Section 05, Township 29, Range 37, Brevard County, Florida. Located north and south of Ersoff Boulevard NE and east of Lipscomb Street NE.

---

#### SUMMARY OF REQUEST

The applicant is requesting a Zoning Map amendment from HC, Highway Commercial to RMH-, Residential Mobile Home

##### Existing Zoning

HC, Highway Commercial

##### Existing Land Use

~~Multiple Family Residential~~ >> Mobile Home Residential<<

##### Site Improvements

Canal

##### Site Acreage

2.87 acres

---

#### SURROUNDING ZONING & USE OF LAND

##### North

LI, Light Industrial and Warehousing – Small Equip MFG Plant

##### East

RMH-, Residential Mobile Home – Mobile Home Development

##### South

LI, Light Industrial and Warehousing – Small Equip MFG Plant

##### West

RM-10, Single, Two, and Multiple Family Residential – Vacant (proposed PUD under review)

---

## **BACKGROUND:**

The subject property is located north and south of Ersoff Boulevard NE and east of Lipscomb Street NE and is approximately 2.87 acres in size.

## **ANALYSIS:**

The following analysis is per Chapter 185: Zoning Code, Section 185.201(C) which states that all proposed amendments shall be submitted to the Planning and Zoning Board, which shall study such proposals in accordance with items 1 through 4 of Section 185.201(C).

### **Item 1 - *The need and justification for the change.***

The applicant's justification is that the City requested the applicant to rezone the property.

The applicant is correct that the City requested this zoning change to sequentially accompany the Lipscomb Street PUD project. The parcels in question for this rezoning request compose a canal that supports the drainage for the adjacent Palm Bay Colony property. As such, the request is to align the zoning of the supporting drainage to be consistent with the property that it supports.

### **Item 2 - *When pertaining to the rezoning of land, the effect of the change, if any, on the particular property and on surrounding properties.***

There is no direct effect of the change as there are no proposed modifications. As mentioned above, Staff requested this rezoning application to enable the city to address a discrepancy in our zoning map that inaccurately conveys this property as having commercial intents and potential when it alternatively is supporting a residential development.

### **Item 3 - *When pertaining to the rezoning of land, the amount of undeveloped land in the general area and in the City having the same classification as that requested.***

This request is entirely in city limits and advances the comprehensive plan by aligning the zoning district to the Future Land Use. Furthermore, this request does not correspond with a new project, rather it assimilates the zoning of the canals in question with the zoning designation of the Residential Mobile Home district to the east, which the canals support. As such, this request seeks to reflect a zoning designation consistent with the neighboring property that these canals serve, while also aligning the zoning district with the designated Future Land Use.

### **Item 4 - *The relationship of the proposed amendment to the purpose of the city plan for development, with appropriate consideration as to whether the proposed change will further the purposes of this chapter and the Comprehensive Plan (Plan).***

---

The proposed amendment will further the purposes of Chapter 185 and the Comprehensive Plan. Specifically, it aligns the Zoning designation with the corresponding Comprehensive Plan Future Land Use designation, as mentioned above.

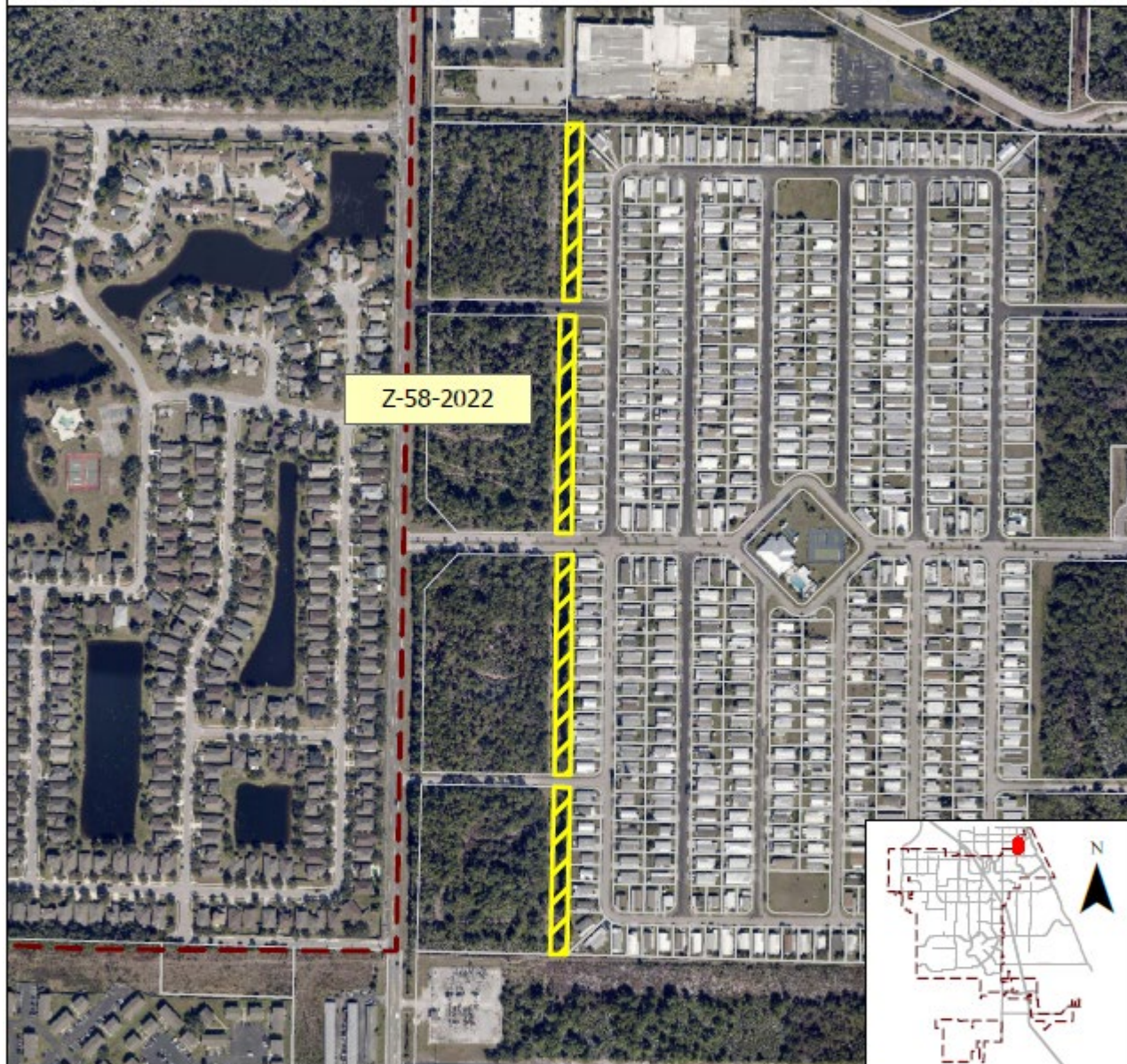
**STAFF RECOMMENDATION:**

Case Z-58-2022 meets the minimum requirements for a rezoning request.





*Map is not to scale—for illustrative purposes only; not to be construed as binding or as a survey.*



## AERIAL LOCATION MAP CASE: Z-58-2022

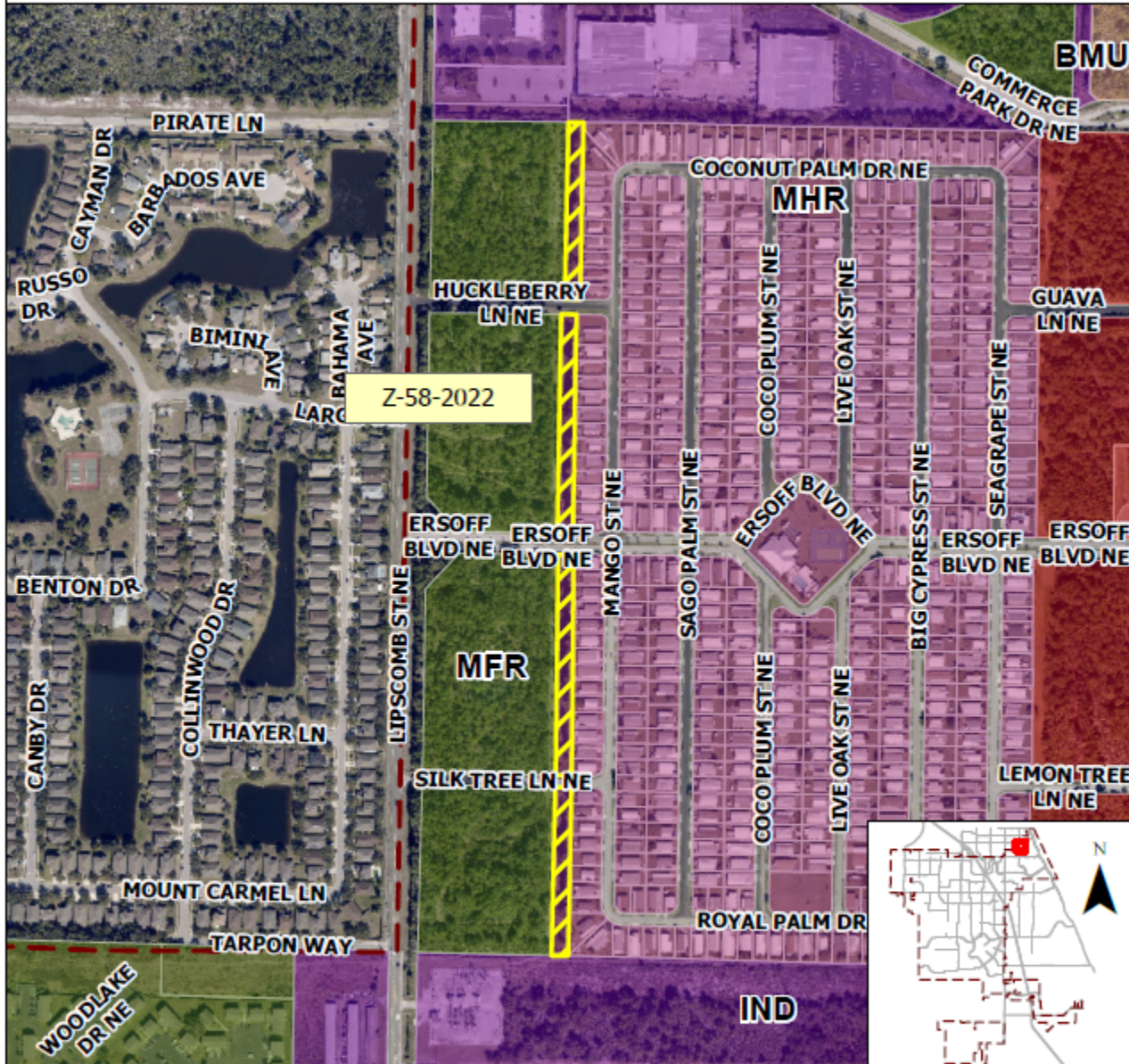
### Subject Property

North and south of Ersoff Boulevard NE, in the vicinity east of Lipscomb Street NE





Map is not to scale—for illustrative purposes only; not to be construed as binding or as a survey.



## FUTURE LAND USE MAP CASE: Z-58-2022

### Subject Property

North and south of Ersoff Boulevard NE, in the vicinity east of Lipscomb Street NE

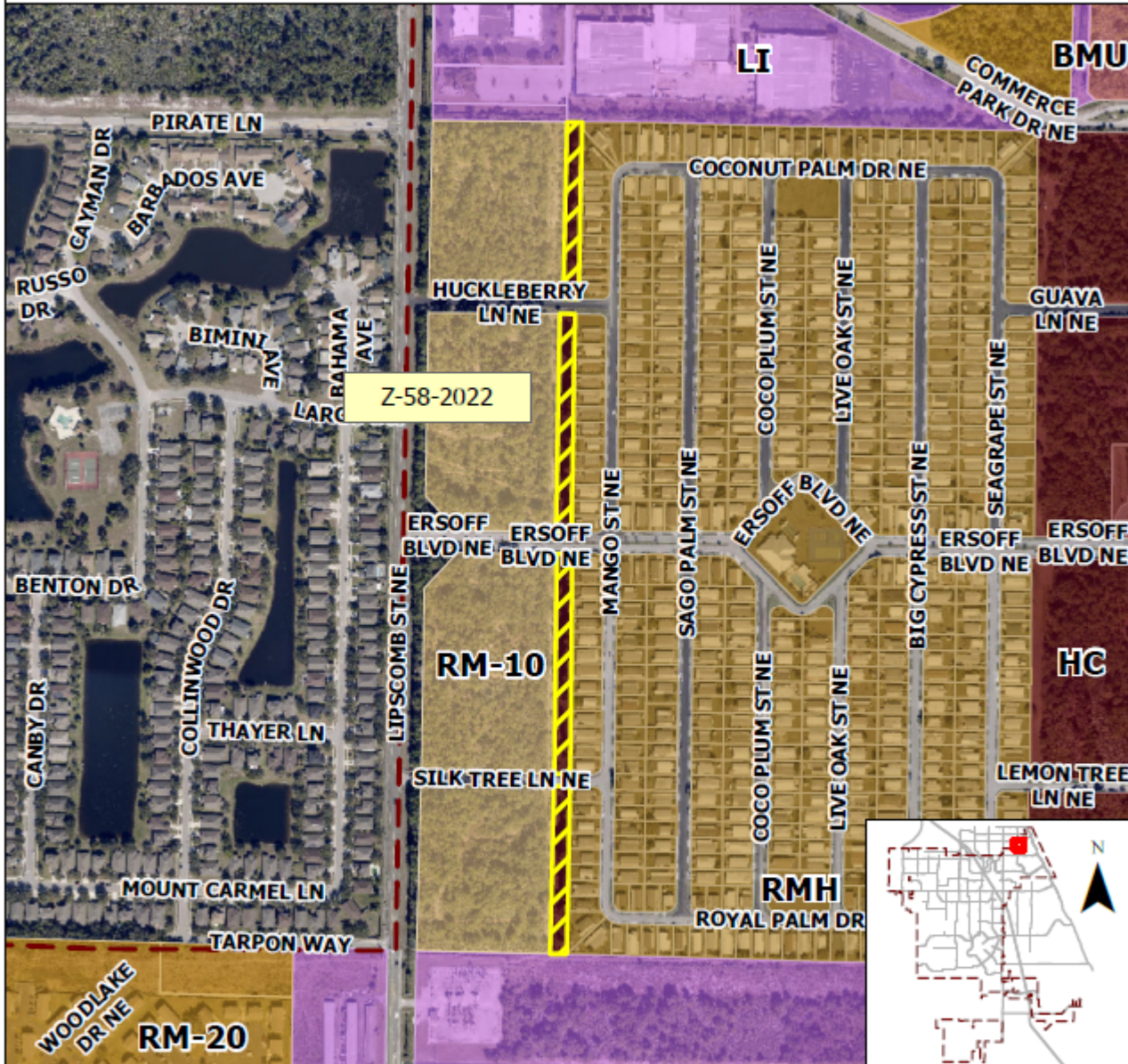
### Future Land Use Classification

MHR – Mobile Home Residential





Map is not to scale—for illustrative purposes only; not to be construed as binding or as a survey.



## ZONING MAP CASE: Z-58-2022

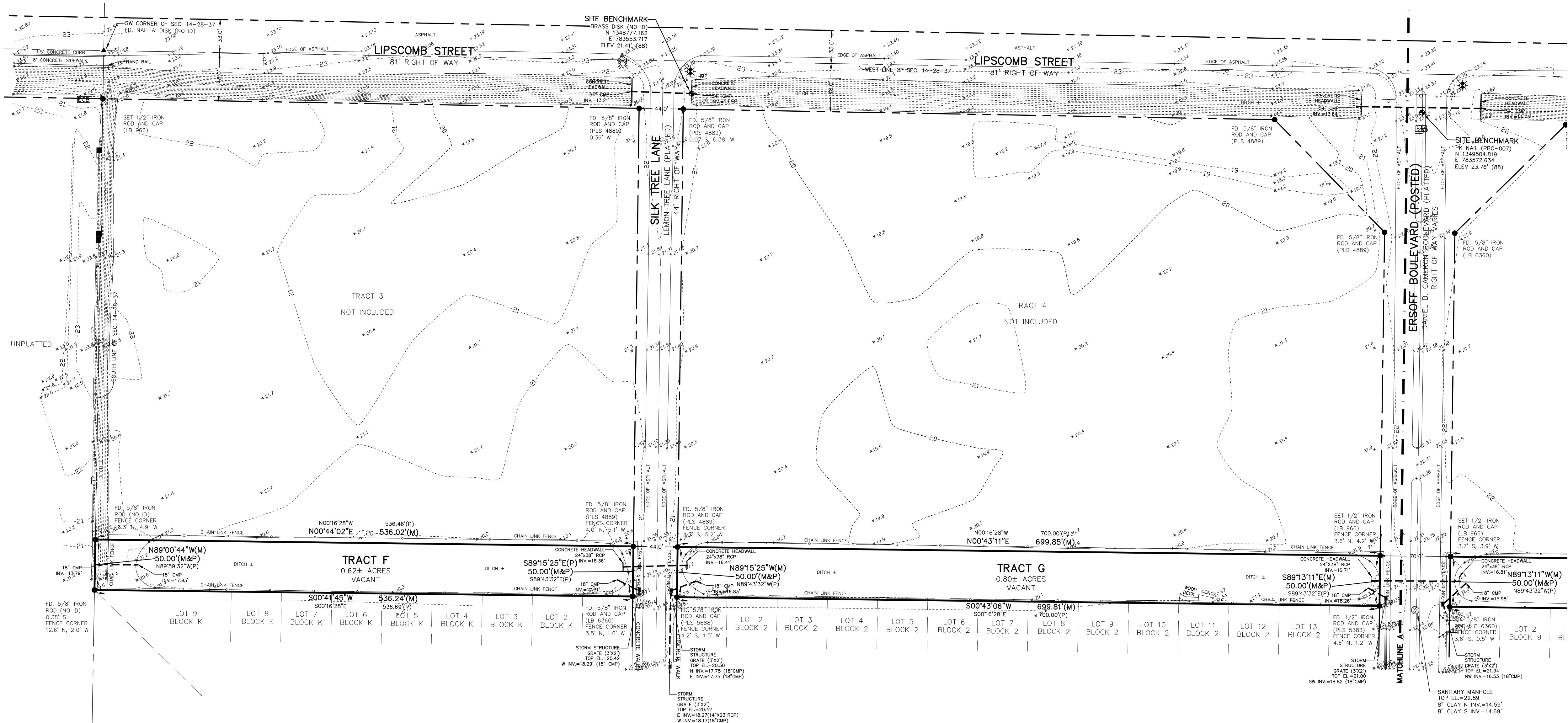
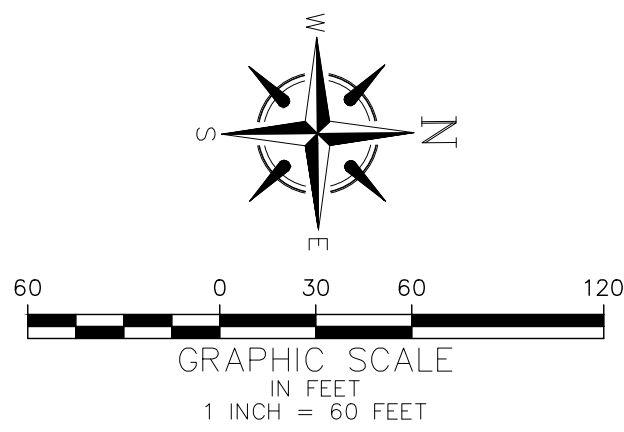
### Subject Property

North and south of Ersoff Boulevard NE, in the vicinity east of Lipscomb Street NE

### Current Zoning Classification

HC – Highway Commercial





### LEGAL DESCRIPTION:

TRACTS F, G, H, AND J, A REPLAT OF PORTIONS OF PALM BAY COLONY SECTION ONE, TWO, THREE, AND FOUR, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 24, PAGE(S) 107, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

CONTAINING 2.87 ACRES, MORE OR LESS (TOTAL)

### SURVEYOR'S NOTES:

ELEVATIONS SHOWN HEREON ARE BASED ON N.A.S.D. 1988 DATUM. REFERENCE BENCHMARK IS PALM BEACH COUNTY BENCHMARK PBC-007, A PK NAIL SET IN THE NORTHWEST CORNER OF THE PALM BAY COLONY SIGN AT THE INTERSECTION OF LIPSCOMB STREET AND ERSOFF BOULEVARD. ELEVATION = 23.76'

BEARINGS SHOWN HEREON ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE. (NAD 83, 2007 ADJUSTMENT) AS DETERMINED FROM GLOBAL POSITIONING SYSTEM (GPS).

UNLESS OTHERWISE NOTED, PLAT INFORMATION IS EQUAL TO FIELD MEASURED DATA.

NO UNDERGROUND INSTALLATIONS, IMPROVEMENTS OR ROOF OVERHANGS HAVE BEEN LOCATED EXCEPTS AS NOTED HEREON.

THE SURVEYOR HAS NOT MADE A SEARCH OF THE PUBLIC RECORDS FOR EASEMENTS, RESTRICTIONS, RESERVATIONS AND/OR RIGHTS-OF-WAY OF RECORD.

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

ACCORDING TO THE FLOOD INSURANCE RATE MAP NO. 12009C06110 MARCH 17, 2014, THE LAND AND THE IMPROVEMENTS AS SHOWN HEREON ARE IN ZONES "X" AND "A".

POINT ELEVATIONS WITH TWO DECIMAL PRECISION DENOTE PAVEMENT, CONCRETE AND TOP OF WATER SHOTS. ONE DECIMAL PRECISION DENOTES NATURAL GROUND OR A SOFT SHOT, ALL OTHERS ARE AS NOTED.

NO EVIDENCE OF RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS WERE OBSERVED IN THE PROCESS OF CONDUCTING FIELDWORK.

MATTERS OF RECORD SHOWN HEREON ARE BASED ON A COMMITMENT FOR TITLE INSURANCE BY COMMONWEALTH LAND TITLE INSURANCE COMPANY, ORDER NUMBER 10105981, DATED DECEMBER 7, 2021 AT 5:00 PM.

### CERTIFICATION:

I HEREBY CERTIFY TO:  
**PULTE HOME COMPANY, LLC, A MICHIGAN LIMITED LIABILITY COMPANY**  
**WATSON, SOLEAU, DELO & BURGETT, P.A.**  
**COMMONWEALTH LAND TITLE INSURANCE COMPANY**

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 4, 5, 8, 14, AND 16 OF TABLE A THEREOF.

THE FIELD WORK WAS COMPLETED ON:  
**JULY 20, 2022**

DATE OF PLAT OR MAP:  
**AUGUST 3, 2022**



RICHARD D. BROWN, P.S.M.  
STATE OF FLORIDA  
REGISTRATION NO. 5700  
(NOT VALID WITHOUT EMBOSSED SEAL)

8/3/2022  
DATE

### SCHEDULE B-II ITEMS:

- RESTRICTIONS, COVENANTS, CONDITIONS, EASEMENTS AND OTHER MATTERS AS CONTAINED ON THE PLAT OF PALM BAY COLONY SECTION ONE, PALM BAY COLONY SECTION TWO, PALM BAY COLONY SECTION THREE AND PALM BAY COLONY SECTION FOUR ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 24 PAGES 37 - 40, INCLUSIVE INCLUDING BUT NOT LIMITED TO, THE PERPETUAL USE OF THE PUBLIC AS PARKS, BUFFER STRIPS, RECREATION AREAS, AND PLANTED AREAS AS SET OUT ON PLAT OF PALM BAY COLONY SECTION THREE AS TO TRACT J ONLY **(DOES NOT APPLY)**
- RESTRICTIONS, COVENANTS, CONDITIONS, EASEMENTS AND OTHER MATTERS AS CONTAINED ON THE PLAT OF A REPLAT OF PORTIONS OF PALM BAY COLONY SECTIONS ONE, TWO, THREE & FOUR, RECORDED IN PLAT BOOK 24, PAGE 107, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA. **(APPLIES - NOTHING TO PLOT)**
- PHOSPHATE, MINERALS, METALS AND PETROLEUM RESERVATIONS AND RESERVATION OF ROAD RIGHTS OF WAY IN FAVOR OF THE STATE OF FLORIDA, THROUGH THE TRUSTEES OF THE INTERNAL IMPROVEMENT FUND, AS SET FORTH IN THAT CERTAIN DEED RECORDED MAY 14, 1945 IN DEED BOOK 262, PAGE 473. (NOTE: AS TO SAID RESERVATION, THE RESERVATION FOR MINING AND EXPLORATION HAVE BEEN MODIFIED BY THE RELEASE OF THE RIGHT OF ENTRY INTO THE INSURED PREMISES, AS CONTAINED IN SECTION 270.11 OF THE FLORIDA STATUTES) **(DOES NOT APPLY)**
- RESTRICTIONS, COVENANTS, CONDITIONS AND EASEMENTS, WHICH INCLUDE PROVISIONS FOR A. AN EASEMENT ON THE LAND; B. A LIEN FOR LIQUIDATED DAMAGES; C. A PRIVATE CHARGE OR ASSESSMENTS, AS CONTAINED IN THAT CERTAIN DECLARATION OF RESTRICTIONS, CONDITIONS, COVENANTS AND RESERVATIONS RECORDED IN OFFICIAL RECORDS BOOK 1483, PAGE 461, OFFICIAL RECORDS BOOK 2001, PAGE 536, OFFICIAL RECORDS BOOK 2040, PAGE 737, OFFICIAL RECORDS BOOK 2322, PAGE 2248, OFFICIAL RECORDS BOOK 3964, PAGE 2809, OFFICIAL RECORDS BOOK 4429, PAGE 2207; CONSOLIDATED AND RESTATED DECLARATION IN OFFICIAL RECORDS BOOK 6378, PAGE 2600 AND CERTIFICATE OF REVITALIZATION IN OFFICIAL RECORDS BOOK 7601, PAGE 197 AND OFFICIAL RECORDS BOOK 8681, PAGE 638, AS MAY BE SUBSEQUENTLY AMENDED, AS TO TRACTS F, G, H AND J ONLY. **(APPLIES TO TRACTS F, G, H, AND J - UNPLOTTABLE)**
- EASEMENT BY AND BETWEEN PALM BAY COLONY, INC., GRANTOR, AND CITY OF PALM BAY, GRANTEE, RECORDED MAY 9, 1980, IN OFFICIAL RECORDS BOOK 2233, PAGE 2179, AS TO TRACT 6 ONLY. **(DOES NOT APPLY)**
- RESOLUTION NO. 76-10 RECORDED DECEMBER 20, 1982, IN OFFICIAL RECORDS BOOK 2401, PAGE 1561. **(APPLIES TO TRACTS F, G, AND H - UNPLOTTABLE)**
- RESOLUTION NO. 82-7 RECORDED NOVEMBER 9, 1983, IN OFFICIAL RECORDS BOOK 2467, PAGE 159. **(DOES NOT APPLY)**
- EASEMENT AND MEMORANDUM OF AGREEMENT RECORDED NOVEMBER 6, 2007, IN OFFICIAL RECORDS BOOK 5823, PAGE 6622. **(APPLIES TO TRACTS F, G, H, AND J - BLANKET IN NATURE)**

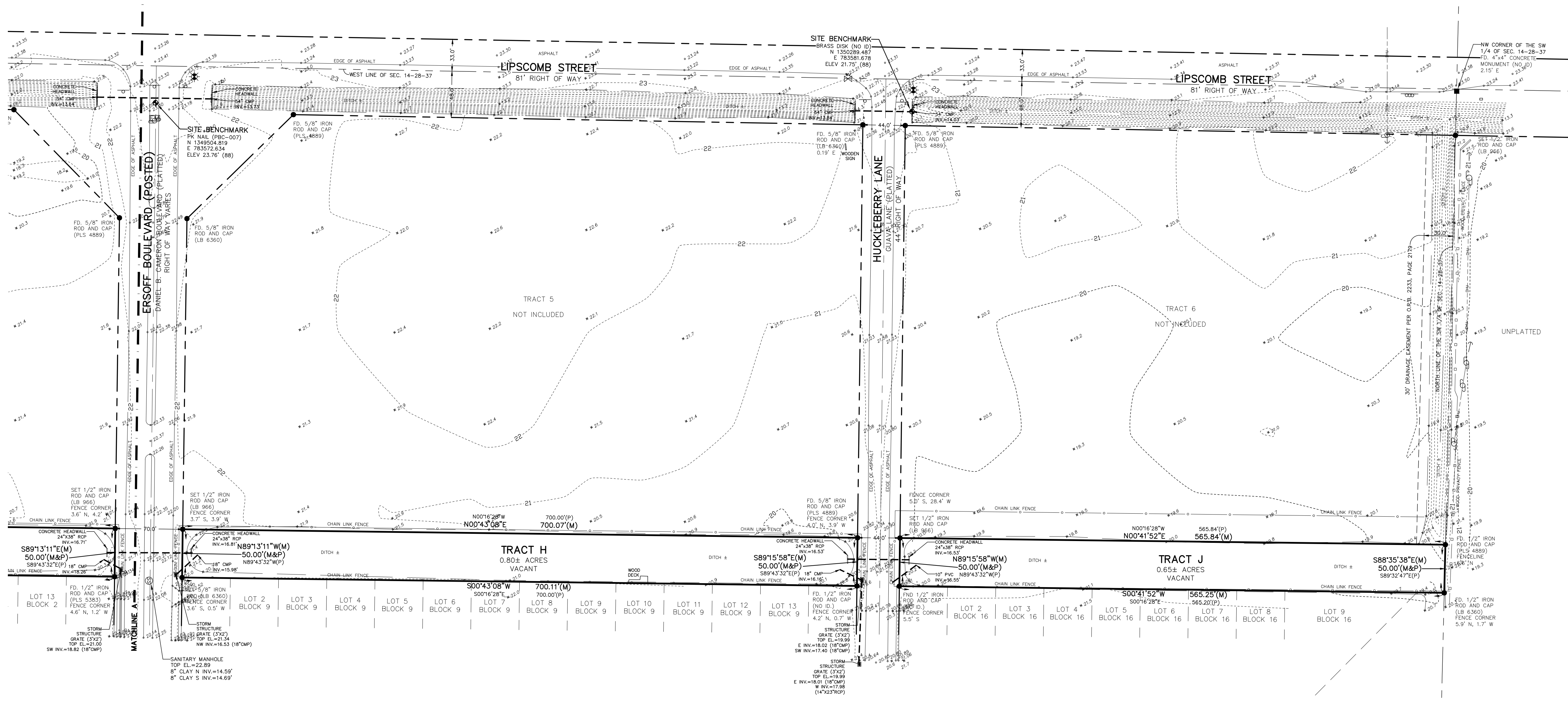
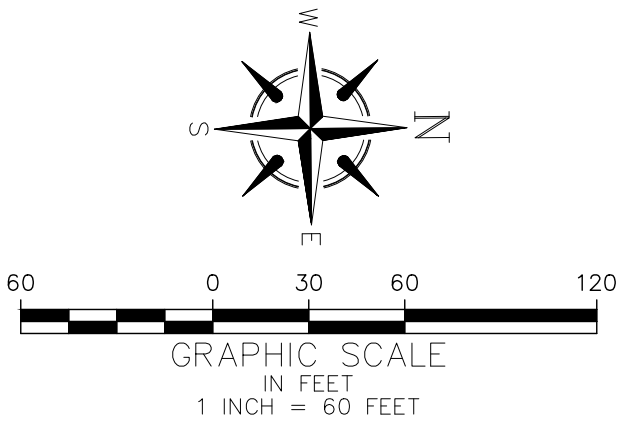
ABBREVIATIONS		LEGEND		
P.B. PLAT BOOK D.B. DEED BOOK B.N. BOOK P.C. PAGE S.E.C.T. SECTION T.W.P. TOWNSHIP R.G.E. RANGE C.O.R. CORNER A.C. ACRES P.S.M. PROFESSIONAL SURVEYOR AND MAPPER B.M. BENCHMARK C.B.S. CONCRETE BLOCK & STUCCO RE. RE C.M. OVERHEAD POWER LINE	(C) CALCULATED (P) PLAT (D) DESCRIBED (M) MEASURED L.B. LICENSED BUSINESS L.S. LICENSED SURVEYOR C.B. CHORD BEARING C.H. CHORD R. RADIUS L. LENGTH C.O.R. CORNER A.C. ACRES P.S.M. PROFESSIONAL SURVEYOR AND MAPPER B.M. BENCHMARK C.B.S. CONCRETE BLOCK & STUCCO RE. RE C.M. OVERHEAD POWER LINE	ALL PROPERTY CORNERS AS NOTED D.U.E. DRAINAGE AND UTILITY EASEMENT D.E. DEED BOOK P.C.P. PERMANENT CONTROL POINT P.C.P. POINT OF BEGINNING P.F.F. FINISH FLOOR ELEVATION L.F.E. LOWEST FLOOR ELEVATION R/W RIGHT OF WAY O.P. OFFICIAL RECORDS O/S OFFSET BT BURIED TELEPHONE LINE GAS BURIED GAS MAIN SAN BURIED SANITARY SEWER LINE	EL. ELEVATION P.T. POINT OF TANGENCY P.C. POINT OF REVERSE CURVE P.I. POINT OF INTERSECTION N.&T. NAIL AND TAB C.M.P. CORRUGATED METAL PIPE CONC. CONCRETE FD. FOUND P.M. PERMANENT REFERENCE MONUMENT TX TRANSFORMER BENCHMARK WOOD POWER POLE CONCRETE POWER POLE METAL POWER POLE GUY WIRE ANCHOR WOOD LIGHT POLE CONCRETE LIGHT POLE METAL LIGHT POLE FIBERGLASS LIGHT POLE FIRE HYDRANT WATER VALVE WELL WATER METER RECLAIMED WATER VALVE AIR RELEASE VALVE	CLEAN OUT SANITARY SEWER WHOLE STORM SEWER WHOLE GAS METER GAS VALVE CABLE TELEVISION RISER TELEPHONE RISER TELEPHONE CONTROL BOX ELECTRIC TRANSFORMER ELECTRIC SERVICE METER TRAF. SIGNAL CONTROL BOX BOLLARD SIGN FIBER OPTIC MARKER TELEPHONE MARKER GAS MARKER

<b>ALTA/NSPS LAND TITLE SURVEY</b>	
<b>LANDS IN SEC. 14-28-37</b>	
REVISIONS	<b>NAVD 1988</b> VERTICAL DATUM
F.B. 1174 PGS. 25-30 CAD FILE# 21-453 TRACTS F-J ALTA.DWG DATE OF SURVEY 7/20/22 JOB #21-453 SCALE: 1"=60' DRAWN BY: ARB CHECKED BY: RDB	SECT. 14 TWP. 28 S. RGE. 37 E.

800 Cross Prairie Parkway, Kissimmee, Florida 34744  
(407) 847-2179 • Fax (407) 847-6140

SHEET 1 OF 2





## MEMORANDUM

To: Chandra Powell, City of Palm Bay  
From: Chris Ossa, P.E., Kimley-Horn and Associates, Inc.  
Date: November 28, 2022  
Client/Matter #: Z-58-2022  
Subject: Citizen Participation Meeting Report – November 14, 2022

---

A neighborhood meeting was scheduled to be held at the Palm Bay Colony (PBC) Homeowners' Association (HOA) clubhouse at 2379 Ersoff Blvd NE, Palm Bay, FL 32905 on November 14, 2022, at 6:00 pm.

Meeting notices were sent out on November 3<sup>rd</sup>, 2022, to all neighbors noted on the radius map. Radius map noting property owners within 500 feet radii from subject property were downloaded from the Brevard County GIS website.

At the time of the scheduled meeting, no participants attended the meeting. Chris Ossa, P.E., and Vinai Balroop of Kimley-Horn & Associates, Inc., waited briefly before departing to ensure there would be no one attending the meeting.

---

Herein, please find the following attached documentation:

**Attachment A:** copy of Citizen Participation Meeting Notice mailed to all residents within a 500' radius of the subject property on November 3<sup>rd</sup>, 2022.

**Attachment B:** copy of Radius Package provided by Brevard County, which includes a map and a list of the neighbors within the 500' radius of the project.

Upon review of the information provided, please let us know if you have any further questions or concerns.

Thank you,



Chris Ossa, P.E.  
Project Manager

**Citizen Information Meeting**  
**Monday, November 14<sup>th</sup>, 2022 – 6:00 PM**  
**Palm Bay Colony Homeowners, Inc.**  
**2379 Ersoff Blvd NE, Palm Bay, FL 32905**

**REQUEST**

**Final Development Plan:**

Present proposed development layout and to establish proposed development standards.

**Rezoning:**

From: Highway Commercial (HC)  
To: Residential Mobile Home (RMH)

**Project Name:** Lipscomb St. PUD

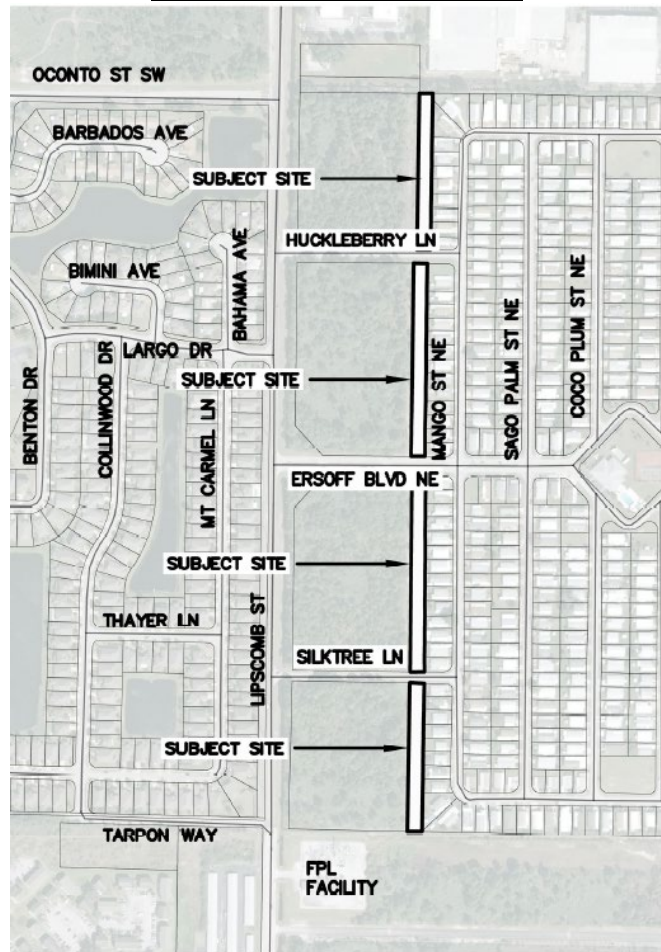
**Owner:** Paul R. Daly and Don L. Ballew

**Parcel ID:** 28-37-14-55-F

**Acreage:** 2.87 acres

**Location:** The general geographical location is east of the proposed Lipscomb Street Townhome Subdivision development and west of the Palm Bay Colony residential neighborhood.

**SUBJECT PROPERTY LOCATION**



**SUMMARY OF REQUEST**

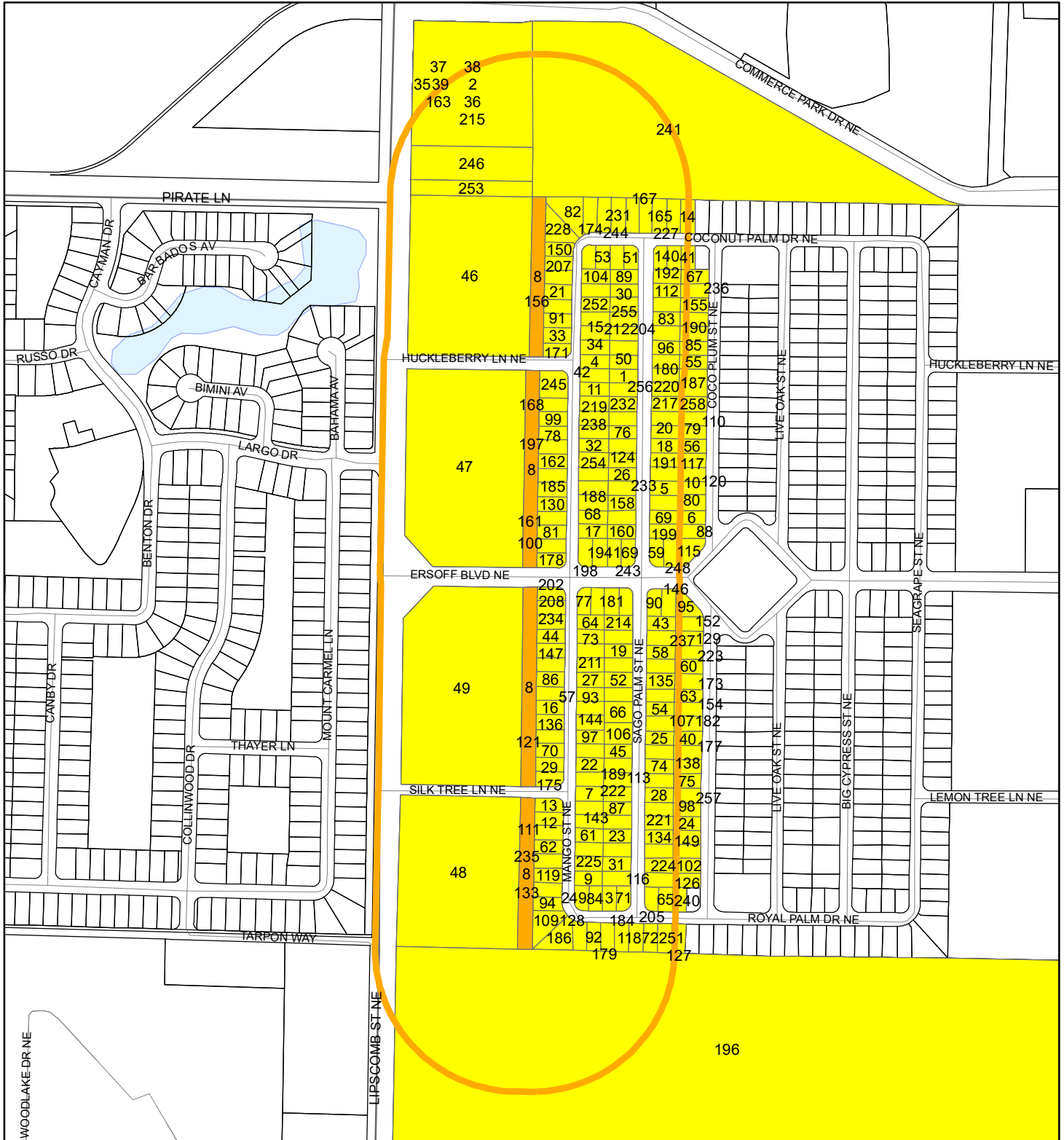
Pulte Home Company, LLC proposes to change the Zoning designation from Highway Commercial (HC) to Residential Mobile Home (RMH) for the purpose of assigning a zoning district compatible with surrounding zoning designations.

The purpose of this meeting is to present the project to neighbors, answer questions about the development and hear any concerns that the neighbors may have.

# RADIUS MAP

BALLEW, DON

Lipscomb\_Subdivision\_2853175



1:5,899 or 1 inch = 492 feet

Buffer Distance: 500 feet

This map was compiled from recorded documents and does not reflect an actual survey. The Brevard County Board of County Commissioners does not assume responsibility for errors or omissions hereon.

Produced by BoCC - GIS Date: 9/23/2022

- Buffer
- Subject Property
- Notify Property
- Parcels



2300 COMMERCE PARK LLC  
2300 COMMERCE PARK DR NE, STE D  
PALM BAY FL 32905-2618

ABBALEO, NUNZIO D  
ABBALEO, ANTOINETTE L  
2309 ROYAL PALM DR NE  
PALM BAY FL 32905-

ACEVEDO, RAFAEL  
1945 MANGO ST NE  
PALM BAY FL 32905-

AHLER, MICHAEL NEWCOMB  
1895 SAGO PALM ST NE  
PALM BAY FL 32905-3363

ANDERSON, DAVID  
ANDERSON, VIRGINIA  
1884 COCO PLUM ST NE  
PALM BAY FL 32905-3354

ANDERSON, JAMES M  
1781 MANGO ST NE  
PALM BAY FL 32905-3336

BALLEW, DON  
DALY, PAUL  
PO BOX 321395  
COCOA BCH FL 32932-1395

BARTSCH, DALE EDNA  
1733 MANGO ST NE  
PALM BAY FL 32905-3336

BATCHELOR INVESTMENTS FL LLC  
4473 COQUINA RIDGE DR  
MELBOURNE FL 32935-4804

BAXTER, CAROL L  
1937 MANGO ST NE  
PALM BAY FL 32905-3334

BENHAM, LISA  
1764 MANGO ST NE  
PALM BAY FL 32905-3337

BERNHARDT W MANGENG III REVOCABLE  
LIVING TRUST  
1772 MANGO NE ST NE  
PALM BAY FL 32905-3337

BERTANZA, LISA A  
2341 COCONUT PALM DR NE  
PALM BAY FL 32905-

BERTSCH, MICHAEL  
BERTSCH, SHARON  
12115 SAMPLE ROAD  
MILTON IN 47357-

BEVAN, EILEEN M  
1812 MANGO ST NE  
PALM BAY FL 32905-

BISESI, THERESE F  
1879 MANGO ST NE  
PALM BAY FL 32905-

BITZER, JANET H  
BITZER, GEORGE L  
1913 SAGO PALM ST NE  
PALM BAY FL 32905-3348

BLOOM, ALICE D  
1836 SAGO PALM ST NE  
PALM BAY FL 32905-3368

BLOOM, SHIRLEY I  
BLOOM, BRYAN  
1919 SAGO PALM ST NE  
PALM BAY FL 32905-3348

BROWN, LARRY  
BROWN, MARTHA  
3208 COUNTY ROAD 1016  
BARDWELL KY 42023-8452

BROWN, PURA  
1797 MANGO ST NE  
PALM BAY FL 32905-3336

BROWN, SHARON L  
PO BOX 824  
ELK RAPIDS MI 49629-0824

BURLEY PROPERTY GROUP INC  
205 3RD AVE  
MELBOURNE BEACH FL 32951-2315

CAMPBELL, PEARL E  
1805 SAGO PALM STREET NE  
PALM BAY FL 32905-

CANNON, PATRICIA  
605 ATZ RD  
MALABAR FL 32950-3628

CASE, MARTHA  
1972 SAGO PALM ST NE  
PALM BAY FL 32905-3352

CERVANTES, TERRI  
BRACKETT, SARAH D  
1740 SAGO PALM ST NE  
PALM BAY FL 32905-3361

CIRILLO, JAMES A TRUSTEE  
1913 MANGO ST NE  
PALM BAY FL 32905-

CLARK, JOHN T  
CLARK, DIANE W  
1954 MANGO ST NE  
PALM BAY FL 32905-

COLLIER, ROBIN WARNER  
1949 MANGO ST NE  
PALM BAY FL 32905-

COMMERCE PARK INVESTMENTS LLC  
F-271 11757 W KEN CARYL AVE  
LITTLETON CO 80127-

COMMERCE PARK PROPERTIES LLC  
2320 COMMERCE PARK DR  
PALM BAY FL 32905-

CORCORAN, CARY JOHN  
1804 COCO PLUM ST NE  
PALM BAY FL 32905-3308

CORMIER, DAVID  
CAISSIE, ANNE-MARIE  
244 ROBIDOUX ST  
SHEDIAC NB E4P 2-

COYLE, ERVINA K LIFE ESTATE  
1943 MANGO ST NE  
PALM BAY FL 32905-

CRAIG, GARTH A  
CRAIG, PATRICIA K  
4854 LAFONTAINE STREET  
HAMMER ONTARIO P3P 1J9  
-

CUMMINGS-KOLE, KATHLEEN  
1842 MANGO ST NE  
PALM BAY FL 32905-3335

CURRY, DAVID CHRISTIAN  
CURRY, KAREN ELAINE  
1800 SAGO PALM NE ST NE  
PALM BAY FL 32905-3368

DALY, PAUL R  
BALLEW, DON L  
PO BOX 321395  
COCOA BCH FL 32932-1395

DAVIE, DELORES L TRUSTEES  
DAVIE, WILLIAM  
1944 SAGO PALM ST NE  
PALM BAY FL 32905-

DAVIS, GAYLE MARIE  
2318 COCONUT PALM DR NE  
PALM BAY FL 32905-

DAVIS, MARGARET  
1824 SAGO PALM NE ST NE  
PALM BAY FL 32905-3368

DIAZ, ISAIAS CASTRO  
CASTRO, NIVES  
2310 COCONUT PALM DR NE  
PALM BAY FL 32905-3341

DIBARI, CHRISTINA  
1813 SAGO PALM NE ST NE  
PALM BAY FL 32905-3338

DORSON-ALTHER, DIANNE L  
ALTHER, TERRY L  
813 LOCUST GROVE RD  
ELIZABETHTOWN PA 17022-9093

DOWNING, RENO FRANKLIN  
DOWNING, HIROKO  
1912 COCO PLUM ST NE  
PALM BAY FL 32905-

DUBEY, DENISE  
1818 MANGO ST NE  
PALM BAY FL 32905-3335

DUNDON, RICHARD  
DUNDON, HELEN  
1837 SAGO PALM ST NE  
PALM BAY FL 32905-

DUNN, FREDERICK W JR  
2351 ERSOFF BLVD NE  
PALM BAY FL 32905-3346

EATHERTON, ROBERT  
EATHERTON, LINDA  
282 CHERRY ST  
MIDDLEBORO MA 02346-2706

EDGAR, GLENN  
1757 MANGO ST NE  
PALM BAY FL 32905-3336

EDGAR, MARJORIE E  
1748 MANGO NE ST NE  
PALM BAY FL 32905-3337

EDSTROM, IRENE  
1818 COCO PLUM ST NE  
PALM BAY FL 32905-

ELDERS, RHONDA  
1849 MANGO ST NE  
PALM BAY FL 32905-3322

ELSER, PATRICIA H  
109 CRANE AVENUE  
DALTON MA 01226-1754

ENGELMAN, THELMA ELLEN  
1812 SAGO PALM NE ST NE  
PALM BAY FL 32905-3368

ERTEL, JAMES G  
ERTEL, BONNIE M  
1978 COCO PLUM ST NE  
PALM BAY FL 32905-3326

Lipscomb\_Subdivision\_2853175  
Page3

ERWINE, TEDDY L,LIFE ESTATE  
ERWINE, CAROL D,LIFE ESTATE  
1885 MANGO ST NE  
PALM BAY FL 32905-3356

FARBER, ROY CHRISTOPHER  
FARBER, DANIEL  
PO BOX 1108  
C/O VERN LAZAROFF ESQ  
PORT JERVIS NY 12771-0273

FARLESS, GORDON L  
FARLESS, DEBRA L  
1800 MANGO ST NE  
PALM BAY FL 32905-3335

FELICIANO, ANGEL A  
FELICIANO, LAN A  
2313 ROYAL PALM DR NE  
PALM BAY FL 32905-3315

FELICIANO, NORBERTO  
FELICIANO, MAYRA LOPEZ  
2320 ROYAL PALM DR NE  
PALM BAY FL 32905-3316

FENLEY, RICHARD RUSSEL TRUSTEE  
1843 MANGO ST NE  
PALM BAY FL 32905-

FERGUSON, GEORGE  
FERGUSON, ROSEMARY  
34 SAINT CLAIRE ST  
TICONDEROGA NY 12883-1023

FIVECOATE, GEORGE  
FIVECOATE, JOYCE  
PO BOX 410  
GALVESTON IN 46932-0410

FL TAX DEEDS LLC  
111 W WASHINGTON ST, STE 1270  
CHICAGO IL 60602-3475

FOIX FAMILY TRUST  
2310 ERSOFF BLVD NE  
PALM BAY FL 32905-3328

FORREST, RONNIE K  
FORREST, DEBRA LEE  
6950 W 450 S S  
COLUMBUS IN 47201-4791

FOWLES, RICHARD LIFE ESTATE  
1918 COCO PLUM ST NE  
PALM BAY FL 32905-

FRANCK, EDWARD E  
1890 COCO PLUM ST NE  
PALM BAY FL 32905-3354

FRANK W HERODES LIVING TRUST  
LYNNE S HERODES LIVING TRUST  
2124 HUNTERSLAND RD  
MIDDLEBURGH NY 12122-

FRAZIER, WILLIAM R  
FRAZIER, SHIRLEY A  
49 SAGER RD  
VALPARAISO IN 46383-7827

GARBUTT, BETSY CURRY  
1961 SAGO PALM ST NE  
PALM BAY FL 32905-3348

GEORGE, MARIAN E  
8730 S WASHTENAW AVE  
EVERGREEN PARK IL 60805-1131

GIAMMARCO, PEARL J  
1565 COREY RD  
MALABAR FL 32950-3348

GIANGREGORIO, JOSEPH F,SR  
GIANGREGORIO, VERA I  
1824 MANGO ST NE  
PALM BAY FL 32905-3335

GINA MARIE ROMERO REVOCABLE TRUST  
1772 SAGO PALM ST NE  
PALM BAY FL 32905-3361

GINNEBERGE, GREGORY F  
GINNEBERGE, LORIE R  
1878 COCO PLUM NE ST NE  
PALM BAY FL 32905-3354

GLASS, JERALD L  
GLASS, DEBORAH  
1978 SAGO PALM ST NE  
PALM BAY FL 32905-3352

GOODMAN, JACKIE  
GOODMAN, FRANCES  
1223 W STATE ROAD 154  
SULLIVAN IN 47882-7117

GORDON, CHARLES B  
GORDON, NANCY J TRUSTEES  
1960 MANGO ST NE  
PALM BAY FL 32905-3333

GRADY, RAYMOND T  
GRADY, DONNA P  
2304 ROYAL PALM DR NE  
PALM BAY FL 32905-

GREGORY, EARL CLAIBORNE  
1819 MANGO ST NE  
PALM BAY FL 32905-

GUILLEMETTE, GUY  
1716 MANGO ST NE  
PALM BAY FL 32905-

GUTTILLA, RICHARD  
2370 ERSOFF NE BLVD NE  
PALM BAY FL 32905-3347

HAMILTON, THOMAS H  
HAMILTON, BETTY J LIFE ESTATE  
1949 SAGO PALM ST NE  
PALM BAY FL 32905-

HARPER, KENNETH M  
1805 MANGO ST NE  
PALM BAY FL 32905-3322

HARRIE, VERNA M  
O'BRIEN, ELIZABETH A  
116 SPRINGFIELD LAKE RD  
MIDDLE SACKVILLE NS B4E 3B1  
-

HEAD, J CLAYTON  
HEAD, DOROTHY J  
1924 MANGO ST NE  
PALM BAY FL 32905-

HEITER, GEORGE A,LIFE ESTATE  
HEITER, GISELA M,LIFE ESTATE  
1872 MANGO ST NE  
PALM BAY FL 32905-3358

HEJHAL, PATRICIA MARIE  
HEJHAL, STACIE ANN  
1748 SAGO PALM ST NE  
PALM BAY FL 32905-3361

HEMINGWAY, LENORE  
HEMINGWAY, KATHLEEN  
15 REDROCK CT  
SEDONA AZ 86351-7247

HERMAN, MARILYN A  
1973 MANGO ST NE  
PALM BAY FL 32905-

HERNACKI, SAMANTHA  
1979 MANGO ST NE  
PALM BAY FL 32905-3334

HERNANDEZ, RAMON ANTONIO GUZMAN  
MOREL, ESTHER G PARADIS  
1801 SAGO PALM ST NE  
PALM BAY FL 32905-3338

HESS, CHARLES  
HESS, KENNETH W JR  
1804 SAGO PALM ST NE  
PALM BAY FL 32905-

HOBBS, WILLIAM,III G  
1809 SAGO PALM NE ST NE  
PALM BAY FL 32905-3338

HOPE, EDWARD  
HOPE, CANDY  
1955 SAGO PALM ST NE  
PALM BAY FL 32905-

HORR, HOLLY J  
1708 MANGO ST NE  
PALM BAY FL 32905-3337

HYNDMAN, DALE  
HYNDMAN, LOIS  
1924 COCO PLUM ST NE  
PALM BAY FL 32905-3326

INGRAM, ERNEST  
1756 MANGO ST NE  
PALM BAY FL 32905-3337

JAMES M ROBINSON & ALETHA  
A ROBINSON REVOCABLE LIVING TRUST  
971 N DANNY DR  
SULLIVAN IN 47882-7647

JAMES PAUL MEYER REVOCABLE  
LIVING TRUST  
1789 SAGO PALM ST NE  
PALM BAY FL 32905-3367

KAISER, SANDRA  
1813 MANGO ST NE  
PALM BAY FL 32905-3322

KALETA, BERNARD A  
KALETA, WINFRED V  
2371 ERSOFF BLVD NE  
PALM BAY FL 32905-3346

KEMPER, WILLIAM R,JR  
KEMPER, BRUCE C  
1732 SAGO PALM ST NE  
PALM BAY FL 32905-3361

KERNS, LANA J  
1906 COCO PLUM ST NE  
PALM BAY FL 32905-

KING FAMILY REVOCABLE LIVING  
TRUST  
2316 ROYAL PALM DR NE  
PALM BAY FL 32905-3316

KIRKPOJ REALTY HOLDINGS LLC  
1732 MANGO NE ST NE  
PALM BAY FL 32905-3337

KISIEL, CHERYL A  
KISIEL, JOHN C  
1898 COCO PLUM ST NE  
PALM BAY FL 32905-3354

KNAFFL, LINDA  
1804 MANGO ST NE  
PALM BAY FL 32905-

KULCZYCKY, JINEEN  
NYE, KENNETH E  
1898 MANGO ST NE  
PALM BAY FL 32905-3358

KULESA, KAREN  
MINOT, KIMBERLY R TRUSTEE  
550 S COCOA BLVD  
COCOA FL 32922-7697

LAUDENSLAGER, DIANNE  
LAUDENSLAGER, CARL D  
1906 SAGO PALM ST NE  
PALM BAY FL 32905-

LAWS, LORRAINE B  
1819 SAGO PALM ST NE  
PALM BAY FL 32905-

LEE, RICHARD W  
LEE, SARAH MARIE  
1732 COCO PLUM ST NE  
PALM BAY FL 32905-3306

LEHNE, BRUCE  
2332 ROYAL PALM DR NE  
PALM BAY FL 32905-

LEWONSKI, LEONA B  
2300 ROYAL PALM DR NE  
PALM BAY FL 32905-

LIATOS, PHYLLIS C  
1842 COCO PLUM ST NE  
PALM BAY FL 32905-3308

LICHTENSTEIN, ANDREAS  
LICHTENSTEIN, DEBRA  
1890 MANGO ST NE  
PALM BAY FL 32905-3358

LIPPY, ALAN  
LIPPY, ELIZABETH  
230 SPRUCE DR  
BIRDSBORO PA 19508-

LIZZIO, DEBORAH LEE  
1773 MANGO ST NE  
PALM BAY FL 32905-

LONG, TAMMY S  
1724 MANGO ST NE  
PALM BAY FL 32905-3337

LYDEN, LINDA B  
1757 SAGO PALM ST NE  
PALM BAY FL 32905-

MAC LAUGHLIN, DAVID R  
MAC LAUGHLIN, SALLY J  
1825 SAGO PALM ST NE  
PALM BAY FL 32905-3338

MACMILLAN, ROBERTA  
GARNER, SHERYLL  
112 HIBISCUS DR  
LEESBURG FL 34788-2617

MAHONEY, KELLY I  
1773 SAGO PALM ST NE  
PALM BAY FL 32905-

MAILLET, ELLEN  
MAILLET, ROGER  
59 ASHUMET AVE  
MASHPEE MA 02649-4378

MAILLET, LEO JOSEPH  
MAILLET, VIOLA MARIE  
31 LEARY ST  
WAYLAND MA 01778-

MALLEY, JEANNE  
194 CANDLEWOOD DR  
ENFIELD CT 06082-2742

MALLON, DOUGLAS D  
2340 ERSOFF BLVD NE  
PALM BAY FL 32905-3328

MARIANI, FRANCESCA  
2314 COCONUT PALM DR NE  
PALM BAY FL 32905-3341

MARRISON, DONALD A,SR  
1764 SAGO PALM ST NE  
PALM BAY FL 32905-3361

MARSH, MICHAEL  
MARSH, FLORENCE  
1809 MANGO NE ST NE  
PALM BAY FL 32905-3322

MC ATEER, JERRY N  
2328 COCONUT PALM DR NE  
PALM BAY FL 32905-

MCCARTHY, MARJORIE C  
2360 ERSOFF BLVD NE  
PALM BAY FL 32905-3347

MCCLUNG FAMILY REVOCABLE TRUST  
1836 MANGO ST NE  
PALM BAY FL 32905-3335

MCCONNELL, ARRAN C  
110 DOROTHY LN  
INDIAN HARBOUR BEACH FL 32937-2716

MCKINNEY, KEITH  
MCKINNEY, MARY  
1756 COCO PLUM ST NE  
PALM BAY FL 32905-3306

MCLELLAN, SHARON A  
MCLELLAN, STEVEN F  
1990 MANGO ST NE  
PALM BAY FL 32905-3333

MENDOZA, VIVIAN  
2320 ERSOFF BLVD NE  
PALM BAY FL 32905-3328

MICHAEL & MARY LEE REVOCABLE  
TRUST  
1848 COCO PLUM ST NE  
PALM BAY FL 32905-3308

MICHAEL P GORCZYNSKI & JANET  
K GORCZYNSKI REVOCABLE TRUST  
2306 COCONUT PALM DR NE  
PALM BAY FL 32905-3341

MILLER, JAMES ESTATE  
14255 W 2ND AVE  
GOLDEN CO 80401-5276

MILLER, LISA WATSON  
1966 COCO PLUM ST NE  
PALM BAY FL 32905-3326

MILLER, RICHARD  
1966 MANGO ST NE  
PALM BAY FL 32905-3333

MOON, EVELYN C  
10300 7TH ST  
OSCODA MI 48750-1908

MOORE, DOUGLAS A  
1890 SAGO PALM ST NE  
PALM BAY FL 32905-3364

MORGAN, ROGER DENNIS  
MORGAN, SHELLEY A  
1891 SAGO PALM ST NE  
PALM BAY FL 32905-3363

MORGAN, ROGER D  
MORGAN, ROGER JOHN  
1891 SAGO PALM NE ST NE  
PALM BAY FL 32905-3363

MORNINGSIDE FUNDING LLC  
2370 RICE BLVD STE 200  
HOUSTON TX 77005-

MORRISON, DONALD  
MORRISON, EILEEN  
1906 MANGO NE ST NE  
PALM BAY FL 32905-3358

N/A - CONDO COMMON AREA  
0  
0 00000-

NEEL, JUANITA  
5930 MARION MARYSVILLE RD  
PROSPECT OH 43342-9527

NEFF, GARY  
2329 COCONUT PALM DR NE  
PALM BAY FL 32905-3340

NEILAN, DONALD C  
1948 SAGO PALM ST NE  
PALM BAY FL 32905-3352

NEVRINCEAN, JOHN J  
NEVRINCEAN, ANNA MAE  
2319 COCONUT PALM DR NE  
PALM BAY FL 32905-

NICKERSON, REBECCA B TRUSTEE  
1930 MANGO ST NE  
PALM BAY FL 32905-

O'CONNOR, IRIS RENEE  
O'CONNOR, EDWARD F,III  
2331 ERSOFF BLVD NE  
PALM BAY FL 32905-3327

O'HARE, EVELYN V  
1749 MANGO ST NE  
PALM BAY FL 32905-3336

OSBORNE, DONALD E SR  
OSBORNE, CATHERINE M  
121 MCCANN RD  
NEWARK DE 19711-

OSEN, CRAIG R TRUSTEE  
PO BOX 31  
CARSON NM 87517-0031

OTTEN, CHARLES W  
1824 COCO PLUM ST NE  
PALM BAY FL 32905-3308

PACITTO, BRUNO  
PACITTO, SYLVIA  
16194 VIA MERA  
MACOMB MI 48042-1035

PALADINO, DAVID A  
PALADINO, DERRICK  
1788 MANGO ST NE  
PALM BAY FL 32905-3335

PARISH, RHEBA B LIFE ESTATE  
1899 MANGO STREET NE  
PALM BAY FL 32905-

PARKER, SCOTT  
PARKER, CATRIONA  
1800 COCO PLUM ST NE  
PALM BAY FL 32905-3308

PARMENTER, JON R  
1866 MANGO ST NE  
PALM BAY FL 32905-3358

PARO, BILL  
PARO, AUDRA  
206 HUGHES RD  
AMSTERDAM NY 12010-8202

PELLETIER, LOUISE  
1943 SAGO PALM ST NE  
PALM BAY FL 32905-3348

PERNAL, ADOLPH F,JR  
PERNAL, RUTH A  
643 DINNER NE ST NE  
PALM BAY FL 32907-2036

PERRY, DENNIS F  
FITZPATRICK, ELLEN M  
7 WILDWOOD ST, APT 12  
DRACUT MA 01826-5111

PETER R ARBONA & CONNIE G  
ARBONA REVOCABLE LIVING TRUST  
1919 MANGO ST NE  
PALM BAY FL 32905-3334

PETERS, JOYCE A  
2312 ROYAL PALM DR NE  
PALM BAY FL 32905-

PETERSON, GRETCHEN L  
1894 MANGO ST NE  
PALM BAY FL 32905-3358

PETRIE, WILLIAM  
PETRIE, OLGA  
3489 SUWANEE ST  
MALABAR FL 32950-3934

PETTIT, HENRY  
PETTIT, SANDRA  
1942 COCO PLUM ST NE  
PALM BAY FL 32905-3326

PFLANZ, PETER H  
LE BLANC, CECILE M  
2 SINAI CIR UNIT B-2  
CHELMSFORD MA 01824-

POPE, KARI LEANNE  
1788 SAGO PALM ST NE  
PALM BAY FL 32905-3361

PORTER, HELEN L  
URIE, BETSY S  
1954 COCO PLUM ST NE  
PALM BAY FL 32905-3326

PROPSTER, MARK  
PROPSTER, DEBORAH  
1907 SAGO PALM ST NE  
PALM BAY FL 32905-3348

PURSATI, ANTHONY  
PURSATI, TARA M  
4 DITTON ST  
LYONS NY 14489-1504

PURSLEY, MARGARET  
1884 SAGO PALM ST NE  
PALM BAY FL 32905-3364

RAINWATER, CLARENCE A  
BURTON-RAINWATER, DAWN  
2321 ERSOFF BLVD NE  
PALM BAY FL 32905-

REIN, THERESA  
CHAPMAN, PAMELA  
1796 SAGO PALM ST NE  
PALM BAY FL 32905-1719

RENEAS ELECTRONICS AMERICA INC  
1001 MURPHY RANCH RD  
ATTN: TAX DEPARTMENT  
MILPITAS CA 95035-7912

ROBINSON, DAVID  
ROBINSON, THELMA  
1912 MANGO ST NE  
PALM BAY FL 32905-3358

ROUSSEAU REVOCABLE FAMILY TRUST  
2311 ERSOFF BLVD NE  
PALM BAY FL 32905-3327

ROYSTER, RICHARD E  
BROWN, IAIN  
1879 SAGO PALM ST NE  
PALM BAY FL 32905-3363

RUSSELL, STEPHEN  
MAJOR, MICHAEL  
1899 SAGO PALM ST NE  
PALM BAY FL 32905-3363

RUTAN, JOHN  
RUTAN, GAIL  
1803 N WABASH RD  
MARION IN 46952-1309

SACK, KAREN M  
1860 MANGO ST NE  
PALM BAY FL 32905-3335

SAGO PALM 1954 LLC  
422 EMERALD S DR S  
INDIAN HARBOUR BEACH FL 32937-3622

SANCHEZ, ALBA I  
1960 SAGO PALM NE ST NE  
PALM BAY FL 32905-3352

SCHWARTZ, BERNARD A  
100 HARVEST CT  
FRANKLIN TN 37067-5811

SCHWEITZER, GREGORY  
1830 SAGO PALM ST NE  
PALM BAY FL 32905-3368

SEGUIN, ROBERT L  
CAMERON, DEBBIE  
1984 MANGO ST NE  
PALM BAY FL 32905-3333

SENTNER, TERRI  
1854 MANGO ST NE  
PALM BAY FL 32905-3335

SHARPE, MICHAEL D  
SHARPE, KAREN A  
1749 SAGO PALM ST NE  
PALM BAY FL 32905-3367

SIELITZSKY, MARY E  
1789 MANGO ST NE  
PALM BAY FL 32905-

SMITH, GARY LEE  
1255 DOE CIR  
WHITE BEAR LAKE MN 55110-7613

SOLOVICOS, MANLY T  
SOLOVICOS, RUBY M  
1961 MANGO ST NE  
PALM BAY FL 32905-3334

SOLOWAY, PETER DANIEL  
SOLOWAY, LISA  
1967 SAGO PALM NE ST NE  
PALM BAY FL 32905-3348

SPICER, KAREN A  
1848 SAGO PALM ST NE  
PALM BAY FL 32905-3368

SQUILLANTE, MICHAEL  
SQUILLANTE, ROBIN  
2300 COMMERCE PARK DR NE STE 5  
PALM BAY FL 32905-

ST PIERRE, PAUL J  
1945 SAGO PALM NE ST NE  
PALM BAY FL 32905-3348

STAGE, JOHNNY  
COTTER, COLLEEN  
63 TERRY HILL RD  
HORSEHEADS NY 14845-7246

STALLWORTH, CHERYL L TRUSTEE  
1748 COCO PLUM ST NE  
PALM BAY FL 32905-3306

SUCHMA, EILEEN  
1937 SAGO PALM NE ST NE  
PALM BAY FL 32905-3348

SUCHMA, EILEEN  
1937 SAGO PALM ST NE  
PALM BAY FL 32905-

SUCHMA, EILEEN K  
1765 SAGO PALM NE ST NE  
PALM BAY FL 32905-3367

SUCHMA, EILEEN K  
1937 SAGO PALM ST NE  
PALM BAY FL 32905-3348

SWARTZLANDER, PATRICIA L  
BUTCH, JUDITH A  
1012 CARRIAGE LN  
SAXONBURG PA 16056-2501

SWEENEY, MICHAEL D  
SWEENEY, ANTOINETTE M  
1741 SAGO PALM ST NE  
PALM BAY FL 32905-3367

SWEENEY, ROBERT J  
SWEENEY, DOROTHY G  
1741 MANGO ST NE  
PALM BAY FL 32905-3336

SZOECS, FRANCIS  
1925 SAGO PALM ST NE  
PALM BAY FL 32905-3348

TADDONIO, STEVEN  
TADDONIO, DENISE  
26039 TURNBRIDGE DR  
PERRYSBURG OH 43551-6425

THOMAS L & MARY E LENHARDT  
REVOCABLE TRUST  
1996 MANGO ST NE  
PALM BAY FL 32905-3333

THOMAS, ERIN  
THOMAS, PATRICIA G  
2323 COCONUT PALM DR NE  
PALM BAY FL 32905-3340

THOMPSON, RAYMOND E  
THOMPSON, JACKIE S  
1733 SAGO PALM ST NE  
PALM BAY FL 32905-3367

THORNBERRY, MICHAEL  
THORNBERRY, MARGARET W  
2315 COCONUT PALM DR NE  
PALM BAY FL 32905-

TIBBLES, LISSA RAE  
1930 SAGO PALM ST NE  
PALM BAY FL 32905-3352

TROUTMAN, RITA L  
1894 SAGO PALM ST NE  
PALM BAY FL 32905-3364

TURNURE, GARY R  
TURNURE, DIANE M  
1848 MANGO ST NE  
PALM BAY FL 32905-3335

TURPIN, SANDRA K  
1740 MANGO STREET NE  
PALM BAY FL 32905-

VAN EPEREN, DIANNE  
VAN EPEREN, DANIEL J  
1972 COCO PLUM ST NE  
PALM BAY FL 32905-3326

VARNEY, THOMAS W  
VARNEY, SADIE E  
660 LOVELL LAKE RD  
SANBORNVILLE NH 03872-4270

VINCE, CAROL LUCY  
1925 MANGO ST NE  
PALM BAY FL 32905-3334

VOGT, JOHN THOMAS  
1912 SAGO PALM ST NE  
PALM BAY FL 32905-3352

VON RUDEN, CHAR  
VON RUDEN, THOMAS  
15886 COUNTY HIGHWAY 29  
FRAZEE MN 56544-8815

W C P OF PALM BAY LLC  
2155 PALM BAY RD NE STE 9  
PALM BAY FL 32905-



WAINSCOTT, STEPHANIE A  
WAINSCOTT, JACKIE L  
1960 COCO PLUM ST NE  
PALM BAY FL 32905-3326

WALSH, JOHN THOMAS  
SULLIVAN-WALSH, SUZANNE  
2341 ERSOFF BLVD NE  
PALM BAY FL 32905-

WARNER, DONALD R  
WARNER, SHIRLEY A  
2311 COCONUT PALM DR NE  
PALM BAY FL 32905-

WATSON, EDWARD H  
104 WASHINGTON ST  
GROVELAND MA 01834-

WCP OF PALM BAY LLC  
PO BOX 60250  
PALM BAY FL 32906-0250

WHITTAKER, WILLIAM H  
WHITTAKER, KATHI A  
1978 MANGO NE ST NE  
PALM BAY FL 32905-3333

WILLIAM & DOLORES GROOVER TRUST  
2361 ERSOFF BLVD NE  
PALM BAY FL 32905-3346

WILSON, SHANE  
14 WILSON LN  
SPRUCE PINE NC 28777-6454

WINCHELL, CINDY  
PO BOX 280  
POCONO PINES PA 18350-0280

WINNE, HAROLD C  
WINNE, VALERIE L  
2326 ROYAL PALM DR NE  
PALM BAY FL 32905-3316

WINTER, JANET L  
1967 MANGO ST NE  
PALM BAY FL 32905-3334

WOODLAKE COMMERCE CENTER PROPERTY  
OWNERS ASSOC INC  
8371 WATERFORD CIR  
TAMARAC FL 33321-8118

WRIGHT, KAREN F  
ADKINS, SHAREN M  
1907 MANGO ST NE  
PALM BAY FL 32905-3334

WRIXON, THOMAS G  
WRIXON, JEAN E  
8905 HWY-209, RR3  
PARRSBORO NS B0M 1-

ZANFARDINO, VINCENT J  
ZANFARDINO, PATRICIA A  
1936 SAGO PALM ST NE  
PALM BAY FL 32905-3352

ZAPATA, JUAN  
ZAPATA, ELSI MEDINA  
6850 COLUMBINE DR  
COCOA FL 32927-4714

ZIELFELDER, BARBARA A  
ZIELFELDER, RICHARD D,JR  
10 ROGERS ST  
DOVER NH 03820-3528



YAS MJAN 20 7113  
251710 30  
07 11 2013

## LAND DEVELOPMENT DIVISION

120 Malabar Road SE • Palm Bay, FL 32907 • Telephone: (321) 733-3042

[Landdevelopmentweb@palmbayflorida.org](mailto:Landdevelopmentweb@palmbayflorida.org)

### REZONING APPLICATION

This application must be deemed complete and legible, and must be returned by the first day of the month during division office hours, with all enclosures referred to herein, to the Land Development Division, Palm Bay, Florida, to be processed for consideration the following month at the earliest by the Planning and Zoning Board. The application will then be referred by the Planning and Zoning Board for study and recommendation to the City Council. You or your representative are required to attend the meeting(s) and will be notified by mail of the date and time of the meeting(s). The Planning and Zoning Board holds their regular meeting the first Wednesday of every month at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

**PARCEL ID(S):**

28-37-14-55-F

**TAX ACCOUNT NUMBER(S):**

2853175

**LEGAL DESCRIPTION OF THE PROPERTY COVERED BY THIS APPLICATION: (attach additional sheets if necessary):**

SEE ATTACHED

**PROPERTY ADDRESS:**

NONE

**SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage):**

2.87 ac

**ZONING CLASSIFICATION AT PRESENT (ex.: RS-2, CC, etc.):**

HC - HIGHWAY COMMERCIAL

**ZONING CLASSIFICATION DESIRED (ex.: IU, LI, etc.):**

RMH - RESIDENTIAL MOBILE HOME

CITY OF PALM BAY, FLORIDA  
REZONING APPLICATION  
PAGE 2 OF 3

**STRUCTURES LOCATED ON THE PROPERTY:**

NONE

**PRESENT USE OF THE PROPERTY:**

9600 - WASTE LAND

**INTENDED USE OF THE PROPERTY AND JUSTIFICATION FOR THE CHANGE:**

NO PROPOSED MODIFICATIONS TO THE EXISTING USE OF THE (4) CANALS LOCATED BETWEEN THE PALM BAY COLONY, TO THE EAST AND THE CURRENT UNDEVELOPED PARCELS TO THE WEST. PER THE CITY'S REQUEST, FOR CONTINUITY THE CANALS CURRENT ZONING DESIGNATION OF HIGHWAY COMMERCIAL IS TO BE CHANGE TO RESIDENTIAL MOBILE HOME

**THE FOLLOWING PROCEDURES AND ENCLOSURES ARE REQUIRED TO COMPLETE THIS APPLICATION:**

- ☐ \*A \$650.00 application fee. Make Check payable to "City of Palm Bay."
- ☒ A Boundary Survey or Sketch with legal descriptions of properties covered by this application.
- ☒ List of legal descriptions of all properties within a 500-foot radius of the boundaries of the property covered by this application, together with the names and mailing addresses (including zip codes) of all respective property owners within the above referenced area. (This should be obtained for a fee from the Brevard County Planning and Zoning Department at (321) 633-2060.)
- ☒ School Board of Brevard County School Impact Analysis Application (if applicable). The application is obtained from the Planning and Project Management Department of the School Board of Brevard County at (321) 633-1000, extension 11418.
- ☒ Sign(s) posted on the subject property. Refer to Section 51.07(C) of the Legislative Code for guideline. Staff will provide a sign template.
- ☒ **Where the property owner is not the representative for the request, a LETTER must be attached giving the notarized consent of the property owner(s) to a representative.**

**Name of Representative** CHRIS OSSA, P.E. / KINAN HUSAINY, P.E. - KIMLEY-HORN  
KIMBERLY REZANKA - LACEY LYONS REZANKA  
(LEGAL COUNCIL)

**CITY OF PALM BAY, FLORIDA  
REZONING APPLICATION  
PAGE 3 OF 3**

I, the undersigned understand that this application must be complete and accurate before consideration by the Planning and Zoning Board/Local Planning Agency and certify that all the answers to the questions in said application, and all data and matter attached to and made a part of said application are honest and true to the best of my knowledge and belief.

**Under penalties of perjury, i declare that i have read the foregoing rezoning application and that the facts stated in it are true.**

**Owner Signature**



**Date**

9/30/22

**Printed Name**

Don Ballew

**Full Address**

1835 S Atlantic Ave, #704, Cocoa Beach, FL 32931

**Telephone**

(321) 608-0892

**Email**

sballew123@gmail.com

**\*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY**

**CITY OF PALM BAY, FLORIDA  
REZONING APPLICATION  
PAGE 3 OF 3**

I, the undersigned understand that this application must be complete and accurate before consideration by the Planning and Zoning Board/Local Planning Agency and certify that all the answers to the questions in said application, and all data and matter attached to and made a part of said application are honest and true to the best of my knowledge and belief.

**Under penalties of perjury, i declare that i have read the foregoing rezoning application and that the facts stated in it are true.**

**Owner Signature**

  
PAUL DALY

**Date** 9-30-22

**Printed Name** Paul Daly

**Full Address** 4100 Ocean Beach Blvd #114, Cocoa Beach, FL 32931

**Telephone** (321) 795-8831

**Email** prdaly34@aol.com

**\*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY**

August 10, 2022

Re: Letter of Authorization

As the property owner of the site legally described as:

SEE ATTACHED

I, Owner Name: PAUL DALY

Address: 4100 OCEAN BEACH BLVD #114, COCOA BEACH, FL 32931

Telephone: 321-795-8831

Email: PRDALY34@AOL.COM

hereby authorize:

Representative: CHRIS OSSA, P.E. - KINAN HUSAINY, P.E.

Address: 7341 OFFICE PARK PLACE, STE 102, MELBOURNE, FL 32940

Telephone: 321-222-6925

Email: CHRIS.OSSA@KIMLEY-HORN.COM - KINAN.HUSAINY@KIMLEY-HORN.COM

to represent the request(s) for:

PRELIMINARY DEVELOPMENT PLAN & REZONING & FINAL DEVELOPMENT PLAN

Paul Daly  
(Property Owner Signature)

STATE OF Florida

COUNTY OF Brevard

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 10th day of August, 2022 by

Paul Daly

, property owner.



Victoria S. Weldon  
Victoria S. Weldon

, Notary Public

☐ Personally Known or ☒ Produced the Following Type of Identification:

FL DL

August 11

, 20 22

Re: Letter of Authorization

As the property owner of the site legally described as:

SEE ATTACHED

I, Owner Name: DON BALLEW

Address: 1835 S ATLANTIC AVE #704, COCOA BEACH, FL 32931

Telephone: 321-591-0339

Email: SBALLEW123@GMAIL.COM

hereby authorize:

Representative: CHRIS OSSA, P.E. - KINAN HUSAINY, P.E.

Address: 7341 OFFICE PARK PLACE, STE 102, MELBOURNE, FL 32940

Telephone: 321-222-6925

Email: CHRIS.OSSA@KIMLEY-HORN.COM - KINAN.HUSAINY@KIMLEY-HORN.COM

to represent the request(s) for:

PRELIMINARY DEVELOPMENT PLAN & REZONING & FINAL DEVELOPMENT PLAN

(Property Owner Signature)

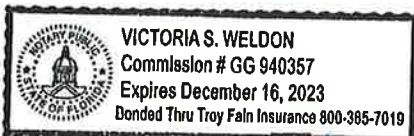
STATE OF Florida

COUNTY OF Brevard

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 11th day of August, 20 22 by

Don Ballew

, property owner.



Victoria S. Weldon

Victoria S. Weldon

Notary Public

☒ Personally Known or ☒ Produced the Following Type of Identification:

FL DL

August 11

, 20 22

Re: Letter of Authorization

As the property owner of the site legally described as:

SEE ATTACHED

I, Owner Name: PAUL DALY

Address: 4100 OCEAN BEACH BLVD #114, COCOA BEACH, FL 32931

Telephone: 321-795-8831

Email: PRDALY34@AOL.COM

hereby authorize:

Representative: KIMBERLY REZANKA

Address: 1290 US HIGHWAY 1 STE 201, ROCKLEDGE, FL 32955

Telephone: (321) 608-0892

Email: KREZANKA@LLR.LAW

to represent the request(s) for:

PRELIMINARY DEVELOPMENT PLAN & REZONING & FINAL DEVELOPMENT PLAN

*Paul Daly*

(Property Owner Signature)

STATE OF

Florida

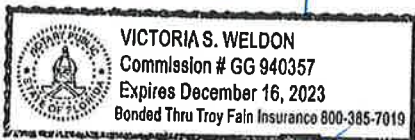
COUNTY OF

Brevard

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 11th day of August, 20 22 by

*Paul Daly*

, property owner.



*Victoria S. Weldon*  
Victoria S. Weldon, Notary Public

☐ Personally Known or ☒ Produced the Following Type of Identification:

FL DL



August 10, 2022

Re: Letter of Authorization

As the property owner of the site legally described as:

SEE ATTACHED

I, Owner Name: DON BALLEW

Address: 1835 S ATLANTIC AVE #704, COCOA BEACH, FL 32931

Telephone: 321-591-0339

Email: SBALLEW123@GMAIL.COM

hereby authorize:

Representative: KIMBERLY REZANKA

Address: 1290 US HIGHWAY 1 STE 201, ROCKLEDGE, FL 32955

Telephone: (321) 608-0892

Email: KREZANKA@LLR.LAW

to represent the request(s) for:

PRELIMINARY DEVELOPMENT PLAN & REZONING & FINAL DEVELOPMENT PLAN

  
(Property Owner Signature)

STATE OF Florida

COUNTY OF Brevard

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 10th day of August, 2022 by Don Ballew, property owner.



  
Victoria S. Weldon, Notary Public

☐ Personally Known or ☒ Produced the Following Type of Identification:

FL DL

## *LEGAL DESCRIPTION:*

TRACTS F, G, H, AND J, A REPLAT OF PORTIONS OF PALM BAY COLONY SECTION ONE, TWO, THREE, AND FOUR, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 24, PAGE(S) 107, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

CONTAINING 2.87 ACRES, MORE OR LESS (TOTAL)

CITY OF PALM BAY, FLORIDA

PLANNING AND ZONING BOARD/  
LOCAL PLANNING AGENCY  
REGULAR MEETING 2022-13

Held on Wednesday, December 7, 2022, in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Land Development Division, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at this meeting.

Chairperson Leeta Jordan called the meeting to order at approximately 6:00 p.m.

Mr. Robert Good led the Pledge of Allegiance to the Flag.

**ROLL CALL:**

<b>CHAIRPERSON:</b>	Leeta Jordan	Present	
<b>VICE CHAIRPERSON:</b>	Philip Weinberg	Present	
<b>MEMBER:</b>	Donald Boerema	Present	
<b>MEMBER:</b>	Robert Good	Present	
<b>MEMBER:</b>	Khalilah Maragh	Absent	(Excused)
<b>MEMBER:</b>	Randall Olszewski	Present	
<b>MEMBER:</b>	Rainer Warner	Absent	(Excused)
<b>NON-VOTING MEMBER:</b>	David Karaffa	Absent	(Excused)
	(School Board Appointee)		

The absences of Ms. Maragh, Mr. Warner, and Mr. Karaffa were excused.

**CITY STAFF:** Present were Ms. Alexandra Bernard, Growth Management Director; Mr. Jesse Anderson, Ph.D., Assistant Growth Management Director; Mr. Stephen White, Principal Planner; Ms. Tania Ramos, Senior Planner; Ms. Uma Sarmistha, Senior Planner; Ms. Carol Gerundo, Planning Specialist; Ms. Chandra Powell, Recording Secretary; Ms. Patricia Smith, City Attorney; Ms. Suzanne Sherman, City Manager.

**ADOPTION OF MINUTES:**

1. Regular Planning and Zoning Board/Local Planning Agency Meeting 2022-12; November 2, 2022.

Motion to approve the minutes as presented.

Motion by Mr. Weinberg, seconded by Mr. Boerema. Motion carried with members voting as follows:

**Aye:** Jordan, Weinberg, Boerema, Good, Olszewski.

#### **ANNOUNCEMENTS:**

1. Ms. Jordan addressed the audience on the meeting procedures and explained that the Planning and Zoning Board/Local Planning Agency consists of volunteers who act as an advisory board to the City Council.

#### **OLD/UNFINISHED BUSINESS:**

1. **CP-37-2022 - REQUEST TO CONTINUE TO 01/04 P&Z - Mixed Use - City of Palm Bay (Growth Management Department) - A Comprehensive Plan Textual Amendment to the FLU-1.1I language in the Future Land Use Element of the City of Palm Bay Comprehensive Plan, to ensure consistency with the City Council's intent to promote mixed use development**

Ms. Jordan announced the request to continue Case CP-37-2022.

Motion to continue Case CP-37-2022 to the January 4, 2023 Planning and Zoning Board Meeting.

Motion by Mr. Weinberg, seconded by Mr. Good. Motion carried with members voting as follows:

**Aye:** Jordan, Weinberg, Boerema, Good, Olszewski.

City Council will hear Case CP-37-2022 on February 2, 2023.

2. **\*\*Z-58-2022 - Lipscomb Street Canals - Paul Daly and Don Ballew (Chris Ossa, P.E., Kimley-Horn and Kinan Husainy, P.E., Kimley-Horn & Associates / Kimberly Rezanka, Lacey Lyon Rezanka Attorneys At Law, Reps.) - A Zoning change from an HC, Highway Commercial District to an RMH, Residential**

**Mobile Home District. Tract F, Palm Bay Colony Replat of Portions of Sections 1, 2, 3, Page 1 of 3 Regular Meeting 2022-12 4, Section 5, Township 29, Range 37, Brevard County, Florida, containing approximately 2.87 acres. Located north and south of Ersoff Boulevard NE, in the vicinity east of Lipscomb Street NE**

Mr. Anderson presented the staff report for Case Z-58-2022. Case Z-58-2022 met the minimum requirements for a Rezoning request.

Mr. Olszewski inquired whether the subject canals would be filled in and built upon, and if the development to the north would drain into the canals. Mr. Anderson stated that the canals would not be built upon and would continue their present purpose of supporting the drainage from the Palm Bay Colony Mobile Home Park. The rezoning would keep the City's Geographic Information Systems (GIS) program from analyzing the properties as viable commercial land. He indicated that the narrow width of the properties would not permit any type of development to occur onsite. He clarified that the future Lipscomb Street PUD project was to the west and would not drain into the canals.

Ms. Kimberly Rezanka, Lacey Lyon Rezanka Attorneys At Law (representative for the applicant) stated that her client, Pulte Homes, had purchased the properties west of the site to be developed as Lipscomb Street PUD without the knowledge that the subject drainage tracts were part of the purchase. Palm Bay Colony did not want the drainage tracts; however, the tracts supported Palm Bay Colony but would not support the Lipscomb Street PUD project. The subject request would make the zoning and future land use for the site compatible, and the rezoning application was at the request of the City.

Mr. Olszewski questioned whether Pulte Homes would be maintaining the canals. Ms. Rezanka stated that she did not know who should be maintaining the canals, but as the owner of the tracts, Pulte Homes would ultimately be responsible.

The floor was opened and closed for public comments; there were no comments from the audience, and there was no correspondence in the file.

Motion to submit Case Z-58-2022 to City Council for approval.

Motion by Mr. Weinberg, seconded by Mr. Good. Motion carried with members voting as follows:

**Aye:** Jordan, Weinberg, Boerema, Good, Olszewski.

City Council will hear Case Z-58-2022 on January 5, 2023.

3. **CP-39-2022 – WITHDRAWN - Crown Square II - Centerpointe Church, Inc. (Jake Wise, P.E., Construction Engineering Group, LLC, Rep.) - A small scale Comprehensive Plan Future Land Use Map amendment from Public/Semi-Public Use and Single-Family Residential Use to Multiple-Family Residential Use. A portion of Tract B.1 of Port Malabar Unit 9 along with Tax Parcels 10 and 11, Section 5, Township 29, Range 37, Brevard County, Florida, containing approximately 13.5 acres. Located at the northeast corner of Mirage Avenue SE and Emerald Road SE**

Case CP-39-2022 was withdrawn by the applicant (Centerpointe Church, Inc. - Jake Wise, P.E., Construction Engineering Group, LLC, Rep.).

Board action was not required to withdraw the case.

4. **\*\*CPZ-39-2022 - WITHDRAWN - Crown Square II - Centerpointe Church, Inc. (Jake Wise, P.E., Construction Engineering Group, LLC, Rep.) - A Zoning amendment from an RS2, Single-Family Residential District and an RR, Rural Residential District to an RM-15, Single-, Two-, Multiple-Family Residential District. A portion of Tract B.1 of Port Malabar Unit 9 along with Tax Parcels 10 and 11, Section 5, Township 29, Range 37, Brevard County, Florida, containing approximately 13.5 acres. Located at the northeast corner of Mirage Avenue SE and Emerald Road SE**

Case CPZ-39-2022 was withdrawn by the applicant (Centerpointe Church, Inc. - Jake Wise, P.E., Construction Engineering Group, LLC, Rep.).

Board action was not required to withdraw the case.

## ORDINANCE 2023-02

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE ZONING ORDINANCE OF THE CITY OF PALM BAY BY CHANGING THE ZONING OF PROPERTY FROM HC (HIGHWAY COMMERCIAL DISTRICT) TO RMH (RESIDENTIAL MOBILE HOME DISTRICT); WHICH PROPERTY IS LOCATED NORTH AND SOUTH OF ERSOFF BOULEVARD, IN THE VICINITY EAST OF LIPSCOMB STREET, AND LEGALLY DESCRIBED HEREIN; PROVIDING FOR A CHANGE OF THE ZONING MAP; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

**SECTION 1.** The Zoning Ordinance of the City of Palm Bay, Brevard County, Florida, is hereby amended to provide for the rezoning of property from HC (Highway Commercial District) to RMH (Residential Mobile Home District), being legally described as follows:

Tracts "F", "G", "H", and "J", a replat of portions of Palm Bay Colony, Sections 1, 2, 3, and 4, according to the plat thereof as recorded in Plat Book 24, Page 107, of the Public Records of Brevard County, Florida; Section 14, Township 28S, Range 37E; containing 2.87 acres, more or less.

**SECTION 2.** The Zoning Map of the City of Palm Bay is hereby revised to reflect this amendment.

**SECTION 3.** The provisions within this ordinance shall take effect immediately upon the enactment date.

Read in title only at Meeting 2023- , held on , 2023; and  
read in title only and duly enacted at Meeting 2023- , held on , 2023.

---

Rob Medina, MAYOR

ATTEST:

---

Terese M. Jones, CITY CLERK

City of Palm Bay, Florida  
Ordinance 2023-02

Reviewed by CAO: \_\_\_\_\_

Applicant: Paul Daly and Don Ballew  
Case: Z-58-2022

cc: (date) Applicant  
Case File





## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Larry Wojciechowski, Finance Director

**DATE:** 1/19/2023

**RE:** Ordinance 2023-03, amending the Fiscal Year 2022-2023 budget by appropriating and allocating certain monies (first budget amendment), final reading.

A public hearing is to be held on the above subject ordinance and the caption read for the second and final time at tonight's Council meeting.

Summary of the proposed budget amendment:

### **General Fund (001)**

#### ***Revenues – Total \$989,060***

- Recognize additional FY 2023 State-Shared revenues published by the Florida Department of Revenue's Office of Tax Research – \$528,388.
- Record the Palm Bay Castaway Point Park Restoration & Enhancement Project Grant through the Florida Department of Environmental Protection (FDEP); approved by City Council 10/07/2021 – \$60,000.
- Record the U.S. Department of Justice BJA FY 2022 Edward Byrne Memorial Justice Assistance Grant (JAG) with funding approved towards the purchase of a replacement phone system for the Police Department's Crisis Negotiation Team; approved by City Council 11/17/2022 – \$31,451.
- Record the Florida Department of Environmental Protection's Resilient Florida Grant Program to fund a citywide vulnerability assessment to include an assessment of city infrastructure, facilities, land uses, as well as future focus on flooding, surge, and sea-level rise; original program application approval by City Council 08/05/2021 - \$100,000.
- Budget Correction: Record the incoming transfer from the Fleet Services Fund (521) towards the purchase of 38 recommended police vehicles; Purchase Order 221231, issued in FY 2022 in the Fleet Services Fund, was cancelled, and not reissued. A total of \$320,000 was approved by City Council on 12/16/2022 and moved to the Fleet Services Fund on Budget Amendment #2. The cash balance is being returned to the General Fund – \$239,764.
- Budget Re-appropriation of FY 2022 Unspent Funds: Record the incoming transfer from the Fleet Services Fund (521); balance of previously approved funding for the Police Department purchase of a total of 17 police vehicles; original appropriation is a combination of FY 2022 Approved Budget funding and FY 2022 Budget Amendment #2 funding; balance will be utilized to support the potential increased production

cost associated with the previous bullet item – \$29,457.

**Expenditures – Total \$7,655,136**

- Appropriate funding for the Assistant Community and Economic Development (CED) Director position approved/added in FY 2022 after the FY 2023 budget preparations; personnel service expenditures to be paid via labor distributions as follows: ARPA Fund (128) @ 50.0%; CDBG Fund (112) @ 20.0%; HOME Fund (114) @ 20.0%; and SHIP Fund (111) @ 10.0%; approved by City Council 07/21/2022 – Total \$112,017.
- Transfer the Assistant Community and Economic Development (CED) Director personnel service expenditures paid via labor distributions as follows; approved by City Council 07/21/2022 – Total (\$112,017).
  - ARPA Fund (128) @ 50.0% - (\$56,009)
  - CDBG Fund (112) @ 20.0% - (\$22,403)
  - HOME Fund (114) @ 20.0% - (\$22,403)
  - SHIP Fund (111) @ 10.0% - (\$11,202)
- Appropriate recurring annual IT-related funding for the Assistant Community and Economic Development (CED) not included in the FY 2023 Approved Budget due to timing of position approval; licenses/certificates \$800 and cellular services \$636 – Total \$1,436.
- Appropriate Florida Department of Environmental Protection's Resilient Florida Grant Program funding to a citywide vulnerability assessment to include an assessment of city infrastructure, facilities, land uses, as well as future focus on flooding, surge, and sea-level rise; original program application approval by City Council 08/05/2021 - \$100,000.
- Reduce the transfer to debt service associated with the 2015 I-95 Bonds Sinking Fund payments for November 2022 through March 2023; sinking fund payments for this timeframe are funded with the South I-95 Interchange/Parkway Connector Road project (15PW11) savings through the I-95 Interchange Fund (306) – Total (\$204,702).
- Transfer previously restricted funds, associated with the South I-95 Interchange/Parkway Connector Road project (15PW11), to the '18 LOGT Revenue Note Fund (227) for additional principal and interest payments - \$571,820.
- Appropriate funding towards the construction of Fire Station #7 (project 21FD02); approved by City Council 10/06/2022 - \$3,600,000.
- Appropriate funding for one (1) Quint Fire Apparatus for Fire Station #7; approved by City Council 10/06/2022 – Total \$1,111,000.
- Appropriate the Palm Bay Castaway Point Park Restoration & Enhancement Project Grant through the Florida Department of Environmental Protection (FDEP) to the Castaway Point Park project (22PK12); approved by City Council 10/07/2021 – \$60,000.
- Appropriate funding for the purchase of 38 replacement police vehicles including 33 Marked SUVs, one (1) Administrative SUV, two (2) Crime Scene Vans, and one (1) Prisoner Transport Van; additional costs for vehicle repairs and supplies are included; approved by City Council 11/03/2022 - \$2,080,170.
- Attach returned cash balance (incoming transfer from the Fleet Services Fund) to project 23PD01, to support the purchase of the 38 recommended police vehicles as approved by City Council on 11/03/2022 – \$239,764
- Appropriate funding for the purchase of a replacement phone system for the Police Department's Crisis Negotiation Team sourced through the U.S. Department of Justice BJA FY 2022 Edward Byrne Memorial Justice Assistance Grant (JAG) program; approved by City Council 11/17/2022 – \$31,451.
- Appropriate personnel service funding for a budget shortage in the following departments: Police – Accidental Death & Dismemberment Coverage \$7,320, and Fire – Florida Fire Fighter Cancer Insurance \$10,909 – Total \$18,229.
- Approved Budget Correction: attach FY 2023 funding for the purchase of 14 marked police vehicles, eight (8) Marked SUVs and six (6) new hires, to project 23PD01 to allow rolling balances over multiple fiscal years – net impact \$0.

- Approved Budget Correction: appropriate UPS Hardware Maintenance costs to the Police Department's budget; funding was removed in error – \$1,600.
- Budget Re-appropriation of FY 2022 Unspent Funds: re-appropriate previously approved funding for Body Worn Camera Bundles for new FTE Police Officer positions included in the FY 2022 Approved Budget – \$12,050.
- Budget Re-appropriation of FY 2022 Unspent Funds: balance of previously approved funding for the Police Department purchase of a total of 17 police vehicles; original appropriation is a combination of FY 2022 Approved Budget funding and FY 2022 Budget Amendment #2 funding – \$29,457.
- Appropriate funding from machine revenue (through Undesignated Fund Balance) to city-wide General Fund departments to utilize towards 2022 departmental holiday events based on active FTE count – Net Impact \$2,291.
- Transfer funding to the Utilities Operating Fund (421) from vending machine revenue (through Undesignated Fund Balance) to utilize towards 2022 departmental holiday events based on active FTE count – \$445.
- Transfer funding to the Building Fund (451) from vending machine revenue (through Undesignated Fund Balance) to utilize towards 2022 departmental holiday events based on active FTE count – \$125.

#### **Law Enforcement Trust Fund (101)**

##### ***Expenditures – Total \$13,158***

- LETF 23-01 – Appropriate funding for legal costs associated with the Asset Forfeiture Program; approved by City Council 11/03/2022 – \$5,000.
- LETF 23-02 – Appropriate funding the annual Cops and Friends Reindeer Run event; approved by City Council 11/17/2022 – \$8,158.

#### **SHIP Fund (111)**

##### ***Expenditures – Total \$11,202***

- Labor distribution funding for the Assistant Community and Economic Development (CED) Director position: SHIP Fund (111) @ 10.0%; approved by City Council 07/21/2022 – Total \$11,202.

#### **CDBG Fund (112)**

##### ***Expenditures – Total \$44,828***

- Labor distribution funding for the Assistant Community and Economic Development (CED) Director position: CDBG Fund (112) @ 20.0%; approved by City Council 07/21/2022 – Total \$22,403.
- Appropriate funding to the Liberia Parks Benches project (23CD07) - \$22,425.

#### **HOME Fund (114)**

##### ***Expenditures – Total \$22,403***

- Labor distribution funding for the Assistant Community and Economic Development (CED) Director position: HOME Fund (114) @ 20.0%; approved by City Council 07/21/2022 – Total \$22,403.

#### **ARPA Fund (128)**

##### ***Expenditures – Total \$3,607,009***

- Labor distribution funding for the Assistant Community and Economic Development (CED) Director position: ARPA Fund (128) @ 50.0%; approved by City Council 07/21/2022 – Total \$56,009.
- Appropriate funding to Catholic Charities of Central Florida, Inc. for housing stability to provide assistance with rental, mortgage, utilities, application fees, security deposits and case management services; approved by City Council 11/17/2022 – \$368,560.
- Appropriate funding to Community of Hope, Inc. to acquire and rehabilitate the property located at 1400 and 1430 Baytree Dive, NE for transitional (temporary) affordable housing; approved by City Council

11/17/2022 – \$1,231,320.

- Appropriate funding to Habitat for Humanity of Brevard County, Inc. to construct five (5) single-family homes to provide affordable housing for homeownership; approved by City Council 11/17/2022 – \$961,120.
- Appropriate funding to Helps Community Initiative, Inc. to provide cold night shelter housing (emergency & temporary); approved by City Council 11/17/2022 – \$15,000.
- Appropriate funding to Volunteers of America of Florida, Inc. to construct 30 new multi-family, affordable housing units called the “Space Coast Commons” located at 1981 Convair Street SE; approved by City Council 11/17/2022 – \$975,000.

#### **Police Impact Fee Fund – Nexus 32907 (183)**

##### ***Expenditures – Total \$117,145***

- Appropriate project funding as follows: Fusus RTCC (Real Time Crime Center) 22PD02 \$53,969, and Wellness Suite 22PD03 \$63,176; approved by City Council on 11/17/2022 – \$117,145.
- Transfer previous approved operating funds (\$12,855) for the Fusus RTCC (Real Time Crime Center) 22PD02 and Wellness Suite 22PD03 to be capitalized under the same project \$12,855; approved by City Council on 11/17/2022 – Net Impact \$0.

#### **Transportation Impact Fee Fund – Nexus 32909 (199)**

##### ***Expenditures – Total (\$571,820)***

- Remove transfer to debt service for the principal and interest payments of the '18 LOGT Revenue Note Fund (227); funding is now allocated from the General Fund's previously restricted funds, associated with the South I-95 Interchange/Parkway Connector Road project (15PW11) – (\$571,820).

#### **'15 Franchise Fee Revenue Note Fund (223)**

##### ***Revenues – Total \$0***

- Reduce incoming funds associated with the South I-95 Interchange/Parkway Connector Road project (15PW11) from the General Fund (001) for the 2015 I-95 Bonds Sinking Fund payments for November 2022 through March 2023; to be funded through the I-95 Interchange Fund (306) – (\$204,702).
- Record incoming funds associated with the South I-95 Interchange/Parkway Connector Road project (15PW11) from the I-95 Interchange Fund (306) for the 2015 I-95 Bonds Sinking Fund payments for November 2022 through March 2023 - \$204,702.

#### **'18 LOGT Revenue Note Fund (227)**

##### ***Revenues – Total \$0***

- Record incoming transfer from the General Fund (001) for previously restricted funds, associated with the South I-95 Interchange/Parkway Connector Road project (15PW11) for additional principal and interest payments - \$571,820.
- Remove incoming transfer from the Transportation Impact Fee Fund – Nexus 32909, associated with the South I-95 Interchange/Parkway Connector Road project (15PW11); funding is now allocated from the General Fund's previously restricted funds – (\$571,820).

#### **I-95 Interchange Fund (306)**

##### ***Expenditures – Total \$204,702***

- Transfer remaining funds associated with the South I-95 Interchange/Parkway Connector Road project (15PW11) to the '15 Franchise Fee Fund (223) for the 2015 I-95 Bonds Sinking Fund payments for November 2022 through March 2023 - \$204,702.

#### **Road Maintenance CIP Fund (307)**

##### ***Expenditures – Total \$2,400,000***

- Open and fund the FY 23 Road Rejuvenation project (23RD01) for pavement preservation and recycling treatments through piggybacking of the Polk County contract #22-245; approved by City Council 11/17/2022 - \$2,400,000.

#### **2019 G.O. Road Program Fund (309)**

##### **Revenues – Total \$57,035,000**

- Record incoming transfer from the 2021 G.O. Road Program Fund (310) of projected January 2023 cash balance to support current and future road projects; all 2019 G.O. Road Program funding has been expensed and/or is encumbered – \$57,035,000.

##### **Expenditures – Total \$1,367,000**

- Appropriate additional funding due to an increase in asphalt and cement costs, and unforeseen change orders, to the Port Malabar Paving East project (20GO16) \$295,000 and NE Area Knecht Road Paving project (21GO17) \$1,072,000; funding includes a 10% contingency; approved by City Council 10/06/2022 - \$1,367,000.

#### **2021 G.O. Road Program Fund (310)**

##### **Expenditures – Total \$57,035,000**

- Transfer total 2021 G.O. Road Program Fund projected January 2023 cash balance to the 2019 G.O. Road Program Fund (309) to support current and future road projects; all 2019 G.O. Road Program funding has been expensed and/or is encumbered – \$57,035,000.

#### **Utilities Operating Fund (421)**

##### **Revenues – Total \$445**

- Transfer from the General Fund (001) - vending machine revenue to utilize towards 2022 departmental holiday events based on active FTE count – \$445.

##### **Expenditures – Total \$222,976**

- Appropriate incoming revenue to utilize towards 2022 departmental holiday events \$445.
- Appropriate funding for one (1) Customer Care Staff full-time employee (FTE) position approved/added in FY 2022 after the FY 2023 budget preparations; approved by City Council 07/21/2022 – \$57,531.
- Budget Re-appropriation of FY 2022 Unspent Funds: a Purchase Order was not issued for the Valve Insertion Equipment purchase (Purchase Requisition 74581 was cancelled); original appropriation in the FY 2022 Approved Budget – \$125,000.
- Budget Re-appropriation of FY 2022 Unspent Funds: a Purchase Order was not issued for the North Regional Water Treatment Plant (NRWTP) Control Room Furniture purchase (Purchase Requisition 74724 was cancelled); original appropriation in the FY 2022 Approved Budget – \$40,000.

#### **Utilities Renewal & Replacement Fund (424)**

##### **Expenditures – Total \$507,266**

- Appropriate funding to the North Regional Wastewater Treatment Plant/NRWTP 0.5MG Tank Repairs project (23WS15) for foundation and interior piping repairs and replacements; approved by City Council 10/20/2022 – \$139,510.
- Appropriate additional funding to the South Regional Water Treatment Plant Expansion project (18WS04) for Change Order #7 to the Scope of Services; approved by City Council 11/03/2022 – \$367,756

#### **Unit 31 Assessment Fund (432)**

##### **Expenditures – Total (\$295,431)**

- Approved Budget Correction: Full balance pre-payment of the principal and interest payments, administrative service and debt service fees of the Special Assessment Revenue Refunding Note, Series

2016 completed in FY 2022 on 02/01/2022; remove the FY 2023 Approved Budget amount; no additional payments pending – (\$295,431).

#### **Building Fund (451)**

##### ***Revenues – Total \$125***

- Transfer from the General Fund (001) - vending machine revenue to utilize towards 2022 departmental holiday events based on active FTE count – \$125.

##### ***Expenditures – Total \$125***

- Appropriate incoming revenue to utilize towards 2022 departmental holiday events \$125.

#### **Stormwater Utility Fund (461)**

##### ***Expenditures – Total \$263,171***

- Appropriate funding Bass Pro Emergency Repair project (23SU12) for pipe repairs between Riviera Drive and Sportsman Lane; approved by City Council 10/20/2022 – \$172,000.
- Appropriate additional funding to the Cured in Place Pipe Installation project (22SU01) due to price variances associated with piggybacking of the Polk County contract #20-577; approved by City Council 11/17/2022 – \$91,171.

#### **Solid Waste Fund (471)**

##### ***Expenditures – Total (\$194,568)***

- Approved Budget Correction: remove the Waste Management Service fee within the Operations/Physical Environment Division; duplicate entry – (\$194,568).

#### **Fleet Services Fund (521)**

##### ***Expenditures – Total \$380,065***

- Budget Correction: on 12/16/2022, City Council approved the funding for eight (8) police vehicles, totaling \$320,000, as part of the City Manager's total unfunded requests list; this amount was transferred from the General Fund to the Fleet Services Fund to support this purchase. Purchase Order 221231 for these vehicles was cancelled and not re-issued. Transfer the remaining balance of \$239,764 back to the General Fund (001) towards the purchase of 38 total recommended vehicles as approved by City Council on 11/03/2022 – \$239,764.
- Budget Re-appropriation of FY 2022 Unspent Funds: re-appropriate previously approved funding for the Parks & Facilities Department truck #4240 and #4253 replacements; original appropriation on FY 2022 Budget Amendment #2 – \$60,000.
- Budget Re-appropriation of FY 2022 Unspent Funds: re-appropriate previously approved funding for the Public Works Department Director vehicle; original appropriation on FY 2022 Budget Amendment #2 – \$16,878.
- Budget Re-appropriation of FY 2022 Unspent Funds: re-appropriate previously received insurance claim funds towards the replacement of the Public Works Department John Deere Tractor #7193; original appropriation on FY 2022 Budget Amendment #2 – \$33,966.
- Budget Re-appropriation of FY 2022 Unspent Funds: transfer balance of previously approved funding to the General Fund (001) for the Police Department purchase of a total of 17 police vehicles; original appropriation is a combination of FY 2022 Approved Budget funding and FY 2022 Budget Amendment #2 funding; balance will be utilized to support the potential increased production cost – \$29,457.

#### **REQUESTING DEPARTMENT:**

Finance

**FISCAL IMPACT:**

Please refer to Exhibit A for Fiscal Impact.

**RECOMMENDATION:**

Motion to adopt, by Ordinance, the FY 2023 First Budget Amendment.

**ATTACHMENTS:****Description**

Ordinance 2023-03

Exhibit A - FY 23 BA #1 Appropriations

## **ORDINANCE 2023-03**

**AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE FISCAL YEAR 2023 BUDGET BY APPROPRIATING AND ALLOCATING FUNDS IDENTIFIED IN EXHIBIT 'A', CONSISTING OF SIX (6) PAGES AND INCORPORATED IN ITS ENTIRETY HEREIN; RECOGNIZING THAT SUCH APPROPRIATIONS MUST BE MADE PURSUANT TO THE CODE OF ORDINANCES OF THE CITY OF PALM BAY, CHAPTER 35; ADOPTING, RATIFYING, CONFIRMING, AND VALIDATING THE ALLOCATIONS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palm Bay recognizes that non-budgeted items must be appropriated and that such appropriation must be allocated by Ordinance, and

**WHEREAS**, transfers between funds and departments must be approved by City Council, and

**WHEREAS**, Chapter 35, Finance, Budget, Section 35.035, of the City of Palm Bay Code of Ordinances provides for the transfer of funds and appropriation of unbudgeted funds.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA**, as follows:

**SECTION 1.** The City Council, in accordance with the City of Palm Bay, Code of Ordinances, Chapter 35, Finance, Budget, Section 35.035, hereby appropriates the funds as identified in Exhibit 'A'.

**SECTION 2.** The City Council adopts, ratifies, and approves the appropriations as identified in Exhibit 'A'.

**SECTION 3.** The provisions within this Ordinance shall take effect immediately upon the enactment date.



Read in title only at Meeting 2023- , held on , 2023; and  
read in title only and duly enacted at Meeting 2023- , held on , 2023.

---

Rob Medina, MAYOR

ATTEST:

---

Terese M. Jones, CITY CLERK

Reviewed by CAO: \_\_\_\_\_

	Revenues	Expenditures
<b>General Fund (001)</b>		
FY 2023 State-Shared revenues	528,388	
FDEP Grant - Palm Bay Castaway Point Park Restoration & Enhancement project (22PK12)	60,000	60,000
FY 22 JAG Grant - Phone system replacement Crisis Negotiation Team	31,451	31,451
Florida Department of Environmental Protection's Resilient Florida Grant Program - Vulnerability assessment	100,000	100,000
Budget Correction: Cash transfer from Fleet Services Fund (521) - 38 Police vehicles (project 23PD01)	239,764	239,764
CED Assistant Director position - full year personnel cost funding		112,017
Labor Distributions - CED Assistant Director position		(112,017)
CED Assistant Director position - recurring IT costs		1,436
Debt Service - Reduction in outgoing transfers from to the '15 Franchise Fee Revenue Note Fund (223) for sinking fund payments for November 2022 through March 2023; to be funded through the I-95 Interchange Fund (306)		(204,702)
Debt Service - Transfer previously restricted funds associated with project 15PW11 to the '18 LOGT Revenue Note Fund (227) for additional principal and interest payments		571,820
Fire Station #7 (project 21FD02) construction		3,600,000
One (1) Quint Fire Apparatus for Fire Station #7		1,111,000
38 Replacement Police Vehicles		2,080,170
Police – Accidental Death & Dismemberment Coverage		7,320
Fire – Florida Fire Fighter Cancer Insurance		10,909
Budget Correction: Attach budgeted Police Vehicle funding to project 23PD01		0
Approved Budget Correction: UPS Hardware Maintenance		1,600
Budget Re-Appropriation: Body Worn Camera Bundles		12,050
Budget Re-appropriation: Police Vehicles Included in the FY 2022 Approved Budget & FY 2022 Budget Amendment #2; transfer balance from the Fleet Services Fund (521)	29,457	29,457
Holiday Distribution - Vending Machine Revenue		2,861
Undesignated Fund Balance	6,666,076	
<b>Fund Subtotal</b>	<b>7,655,136</b>	<b>7,655,136</b>
<b>Law Enforcement Trust Fund (101)</b>		
LETF 23-01 - Asset Forfeiture Program		5,000
LETF 23-02 - Cops and Friends Reindeer Run		8,158
Undesignated Fund Balance	13,158	
<b>Fund Subtotal</b>	<b>13,158</b>	<b>13,158</b>

	Revenues	Expenditures
<b>SHIP Fund (111)</b>		
Labor Distribution - CED Assistant Director position @ 10%		11,202
Reserves		(11,202)
<b>Fund Subtotal</b>	<b>0</b>	<b>0</b>
<b>CDBG Fund (112)</b>		
Labor Distribution - CED Assistant Director position @ 20%		22,403
Liberia Park Benches (23CD07)		22,425
Reserves		(19,431)
Undesignated Fund Balance	25,397	
<b>Fund Subtotal</b>	<b>25,397</b>	<b>25,397</b>
<b>HOME Fund (114)</b>		
Labor Distribution - CED Assistant Director position @ 20%		22,403
Undesignated Fund Balance	22,403	
<b>Fund Subtotal</b>	<b>22,403</b>	<b>22,403</b>
<b>ARPA Fund (128)</b>		
Labor Distribution - CED Assistant Director position @ 50%		56,009
Catholic Charities of Central Florida, Inc.		368,560
Community of Hope, Inc.		1,231,320
Habitat for Humanity of Brevard County, Inc.		961,120
Helps Community Initiative, Inc.		15,000
Volunteers of America of Florida, Inc.		975,000
Designated Fund Balance	3,607,009	
<b>Fund Subtotal</b>	<b>3,607,009</b>	<b>3,607,009</b>
<b>Police Impact Fee Fund – Nexus 32907 (183)</b>		
Fusus RTCC (Real Time Crime Center) (22PD02)		53,969
Wellness Suite (22PD03)		63,176
Reserves		(117,145)
<b>Fund Subtotal</b>	<b>0</b>	<b>0</b>
<b>Transportation Impact Fee Fund – Nexus 32909 (199)</b>		
Debt Service - Remove transfer to the '18 LOGT Revenue Note Fund (227) for principal and interest payments; allocated to General Fund (001)		(571,820)
Reserves		571,820
<b>Fund Subtotal</b>	<b>0</b>	<b>0</b>

	Revenues	Expenditures
<b>'15 Franchise Fee Revenue Note Fund (223)</b>		
Debt Service - Reduction in incoming transfers from the General Fund (001) for the 2015 I-95 Bonds Sinking Fund payments for November 2022 through March 2023; to be funded through the I-95 Interchange Fund (306)	(204,702)	
Debt Service - Incoming transfer from the I-95 Interchange Fund (306) for the 2015 I-95 Bonds Sinking Fund payments for November 2022 through March 2023	204,702	
<b>Fund Subtotal</b>	<b>0</b>	<b>0</b>
<b>'18 LOGT Revenue Note Fund (227)</b>		
Debt Service - Incoming transfer from the General Fund (001) previously restricted funds associated with project 15PW11 to the '18 LOGT Revenue Note Fund (227) for additional principal and interest payments	571,820	
Debt Service - Remove incoming transfer from the Transportation Impact Fee Fund – Nexus 32909 (199) for principal and interest payments; allocated to General Fund (001)	(571,820)	
<b>Fund Subtotal</b>	<b>0</b>	<b>0</b>
<b>I-95 Interchange Fund (306)</b>		
Debt Service - Outgoing transfer to the '15 Franchise Fee Revenue Note Fund (223) for the 2015 I-95 Bonds Sinking Fund payments for November 2022 through March 2023		204,702
Designated Fund Balance	204,702	
<b>Fund Subtotal</b>	<b>204,702</b>	<b>204,702</b>
<b>Road Maintenance CIP Fund (307)</b>		
FY 23 Road Rejuvenation project (23RD01)		2,400,000
Reserves		(998,000)
Undesignated Fund Balance	1,402,000	
<b>Fund Subtotal</b>	<b>1,402,000</b>	<b>1,402,000</b>
<b>2019 G.O. Road Program Fund (309)</b>		
Incoming transfer from the 2021 G.O. Road Program Fund (310) of cash balance	57,035,000	
Additional funding - Port Malabar Paving East project (20GO16)		295,000
Additional funding - NE Area Knecht Road Paving project (21GO17)		1,072,000
Undesignated Fund Balance	(55,668,000)	
<b>Fund Subtotal</b>	<b>1,367,000</b>	<b>1,367,000</b>

	Revenues	Expenditures
<b>2021 G.O. Road Program Fund (310)</b>		
Outgoing transfer to the 2019 G.O. Road Program Fund (309) of cash balance		57,035,000
Undesignated Fund Balance	57,035,000	
<b>Fund Subtotal</b>	<b>57,035,000</b>	<b>57,035,000</b>
<b>Utilities Operating Fund (421)</b>		
One (1) Customer Care Staff full-time employee (FTE) position		57,531
Holiday Distribution - Vending Machine Revenue	445	445
Budget Re-appropriation: Valve Insertion Equipment purchase		125,000
Budget Re-appropriation: NRWTP Control Room Furniture		40,000
Undesignated Fund Balance	222,531	
<b>Fund Subtotal</b>	<b>222,976</b>	<b>222,976</b>
<b>Utilities Renewal &amp; Replacement Fund (424)</b>		
North Regional Wastewater Treatment Plant/NRWTP 0.5MG Tank Repairs project (23WS15)		139,510
Additional funding - South Regional Water Treatment Plant Expansion project (18WS04)		367,756
Undesignated Fund Balance	507,266	
<b>Fund Subtotal</b>	<b>507,266</b>	<b>507,266</b>
<b>Unit 31 Assessment Fund (432)</b>		
Special Assessment Revenue Refunding Note, Series 2016 Balance Pre-payment		(295,431)
Reserves		153,507
Undesignated Fund Balance	(141,924)	
<b>Fund Subtotal</b>	<b>(141,924)</b>	<b>(141,924)</b>
<b>Building Fund (451)</b>		
Holiday Distribution - Vending Machine Revenue	125	125
<b>Fund Subtotal</b>	<b>125</b>	<b>125</b>
<b>Stormwater Utility Fund (461)</b>		
Bass Pro Emergency Repair project (23SU12)		172,000
Additional funding - Cured in Place Pipe Installation project (22SU01)		91,171
Undesignated Fund Balance	263,171	
<b>Fund Subtotal</b>	<b>263,171</b>	<b>263,171</b>

	Revenues	Expenditures
<b>Solid Waste Fund (471)</b>		
Approved Budget Correction: Remove duplicate Waste Management Service fee		(194,568)
Undesignated Fund Balance	(194,568)	
<b>Fund Subtotal</b>	<b>(194,568)</b>	<b>(194,568)</b>
<b>Fleet Services Fund (521)</b>		
Budget Correction: Cash transfer to the General Fund (001) - 38 Police vehicles (project 23PD01)		239,764
Budget Re-appropriation: Parks & Facilities Department truck #4240 and #4253 replacements		60,000
Budget Re-appropriation: Public Works Department Director vehicle		16,878
Budget Re-appropriation: Public Works Department John Deere Tractor #7193 replacements		33,966
Budget Re-appropriation: Police Vehicles Included in the FY 2022 Approved Budget & FY 2022 Budget Amendment #2; transfer balance to General Fund		29,457
Undesignated Fund Balance	380,065	
<b>Fund Subtotal</b>	<b>380,065</b>	<b>380,065</b>
<b>Total</b>	<b>72,368,916</b>	<b>72,368,916</b>



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Jesse Anderson, Assistant Growth Management Director

**DATE:** 1/19/2023

**RE:** Ordinance 2023-01, providing for the annexation of certain real property generally located north, south and west of Micco Road, in the vicinity south of Dottie Drive, into the city (302.70 acres) (Case A-5-2022, Tiffany Dismukes Floyd), first reading.

The applicant, Tiffany Dismukes Floyd, is requesting City Council's acceptance of a Petition for Voluntary Annexation. Please note, the Planning & Zoning Board will consider the Future Land Use Comprehensive Plan Amendment at its regularly scheduled meeting on February 1, 2023 (Case CP-40-2022); followed by the second and final hearing of the annexation and first reading of the public hearing for Future Land Use at the Regular Council Meeting on February 2, 2023.

The applicant is requesting to annex four (4) parcels (Parcel IDs 30-38-08-00-750; 30-38-17-00-2; 30G-38-01-HJ-\*-4.02; 30-38-08-00-751) into the city limits of Palm Bay. The parcels are generally located north, south and west of Micco Road, in the vicinity south of Dottie Drive. The parcels are reasonably compact, contiguous to the City, abutting property located within the city limits of Palm Bay, and will not result in the creation of enclaves. In addition, the annexation does not create finger or serpentine patterns as prohibited by the Florida Statutes.

In accordance with Section 171.044(6), Florida Statutes, a Notice of Annexation was published in the Florida Today newspaper on January 12, 2023 and republished in the newspaper on January 19, 2023 and January 26, 2023. Notice of the annexation was provided by Certified U.S. Mail to the Brevard County Board of County Commissioners ten (10) days prior to publishing. The Petition for annexation was filed by the owner Tiffany Dismukes Floyd (Represented by Jake Wise, P.E. C.E.G., LLC). Staff has confirmed that proper owner authorization has been provided for the annexation.

The owner of the property has requested a voluntary annexation of 302.70 acres of land into the city limits of Palm Bay from unincorporated Brevard County. The land will be part of a 1400+ acre mixed use and master planned development called 'Ashton Park'.

Following internal discussions amongst the Growth Management, Police, Fire, Public Works, and Utilities Departments, it is the collective recommendation that the City proceed with the consideration of the Petition. While the Utilities Department has no concern, conceptually, with the annexation, it should be noted that the expansion of the South Regional Water Reclamation Facility is not anticipated to be complete until 2024. Further, the City's Traffic Engineer has provided a preliminary opinion based on the proposed land uses as depicted in the

attached Conceptual Plan and has provided that this project would more than likely degrade the level of service (LOS) on both Micco Road and Babcock Street. Moreover, the LOS on Micco Road and Babcock Street will exceed threshold capacity and require transportation improvements. A Traffic Impact Analysis would be required to determine all associated transportation improvements. The developer would be required to enter into a Development Agreement with the City of Palm Bay.

Finally, during preliminary discussions with the project development team for Ashton Park, both Fire and Police have communicated needs for increased services and capacity west of Interstate 95 at St. Johns Heritage Parkway. All parties preliminarily agreed on the concept of the developer to provide a shared police and fire substation site.

**REQUESTING DEPARTMENT:**

Growth Management

**FISCAL IMPACT:**

There is no fiscal impact.

**RECOMMENDATION:**

Motion to adopt Ordinance 2023-01, accepting the Petition for Voluntary Annexation from applicants, Tiffany Dismukes Floyd.

**Planning and Zoning Board Recommendation:**

Annexation requests are not reviewed by the Planning & Zoning Board.

**ATTACHMENTS:**

**Description**

Case A-5-2022 - Staff Report

Case A-5-2022- Legal Description

Case A-5-2022 - Deed

Case- A-5-2022 - Survey

Case A-5-2022 - Petition

Ordinance 2023-01

Ordinance 2023-01 EXHIBIT A (Case A-5-2023 Ashton Park)





## STAFF REPORT

### LAND DEVELOPMENT DIVISION

120 Malabar Road SE • Palm Bay, FL 32907 • Telephone: (321) 733-3042

[landdevelopmentweb@palmbayflorida.org](mailto:landdevelopmentweb@palmbayflorida.org)

#### Prepared by

Uma Sarmistha, Senior Planner

---

#### CASE NUMBER

A-5-2022

#### CITY COUNCIL HEARING DATE

January 19, 2023

---

#### PROPERTY OWNER & APPLICANT

Tiffany Dismukes Floyd. Represented by Jake Wise, P.E. Construction Engineering Group, LLC.

#### PROPERTY LOCATION/ADDRESS

Parcel ID 30-38-08-00-750; 30-38-17-00-2; 30G-38-01-HJ-\*-4.02; 30-38-08-00-751  
Generally located north, south, and west of Micco Road, in the vicinity of south of Dottie Drive.  
The legal description is attached.

---

#### SUMMARY OF REQUEST

The applicant is requesting City Council's acceptance of a Petition for Voluntary Annexation, to be followed separately by public hearings for Future Land Use designation by the Planning and Zoning Board on February 1, 2023

#### Existing Zoning

GU - General Use and AU - Agricultural Residential (Brevard County)

#### Existing Land Use

Res 1 – Residential 1 Unit per Acre (Brevard County)

#### Site Improvements

Vacant Land

#### Site Acreage

302.70 acres

---

#### SURROUNDING ZONING & USE OF LAND

##### North

Vacant Land, GML(H) - Government Managed Lands, High Intensity (Brevard County)

##### East

Vacant Land, RR - Rural Residential (Palm Bay)

##### South

Vacant Land, RR - Rural Residential (Palm Bay)

##### West

Vacant Land, RR-1 - Rural Residential (Brevard County)

**BACKGROUND:**

The subject properties are generally located north, south, and west of Micco Road, in the vicinity of south of Dottie Drive.

The owner of the property has requested a voluntary annexation into the City of Palm Bay from unincorporated Brevard County. When land is annexed into the city, it is prudent that said land is assigned a future land use category and zoning designation that is most appropriate. The Future Land Use case (CP-40-2022) will be heard at the Planning & Zoning Board Meeting held on February 1, 2023.

**ANALYSIS:**

The Petition for annexation was filed by the owner Tiffany Dismukes Floyd (Represented by Jake Wise, P.E. C.E.G., LLC)

Section 171.044, Florida Statutes, permits the owners of property to petition the City for annexation provided the property is contiguous to the City, is reasonably compact, and no enclaves are created.

Staff research indicates that proper owner authorization has been provided for the annexation.

The proposed annexation parcel is located adjacent to the city and is contiguous to the city limits under the definitions in the Florida Statutes. The subject property abuts the City limits along its north and portions of west boundaries.

All property proposed for annexation is in a single area and reasonably compact as required by the Chapter 171, Florida Statutes. The annexation does not create any enclaves as confirmed by the City Attorney's Office. In addition, the annexation does not create finger or serpentine patterns as prohibited by the Florida Statutes.

The property to be annexed meets all criteria established by Chapter 171.044, Florida Statutes, for voluntary annexation. Annexation requests are not reviewed by the Planning & Zoning Board.

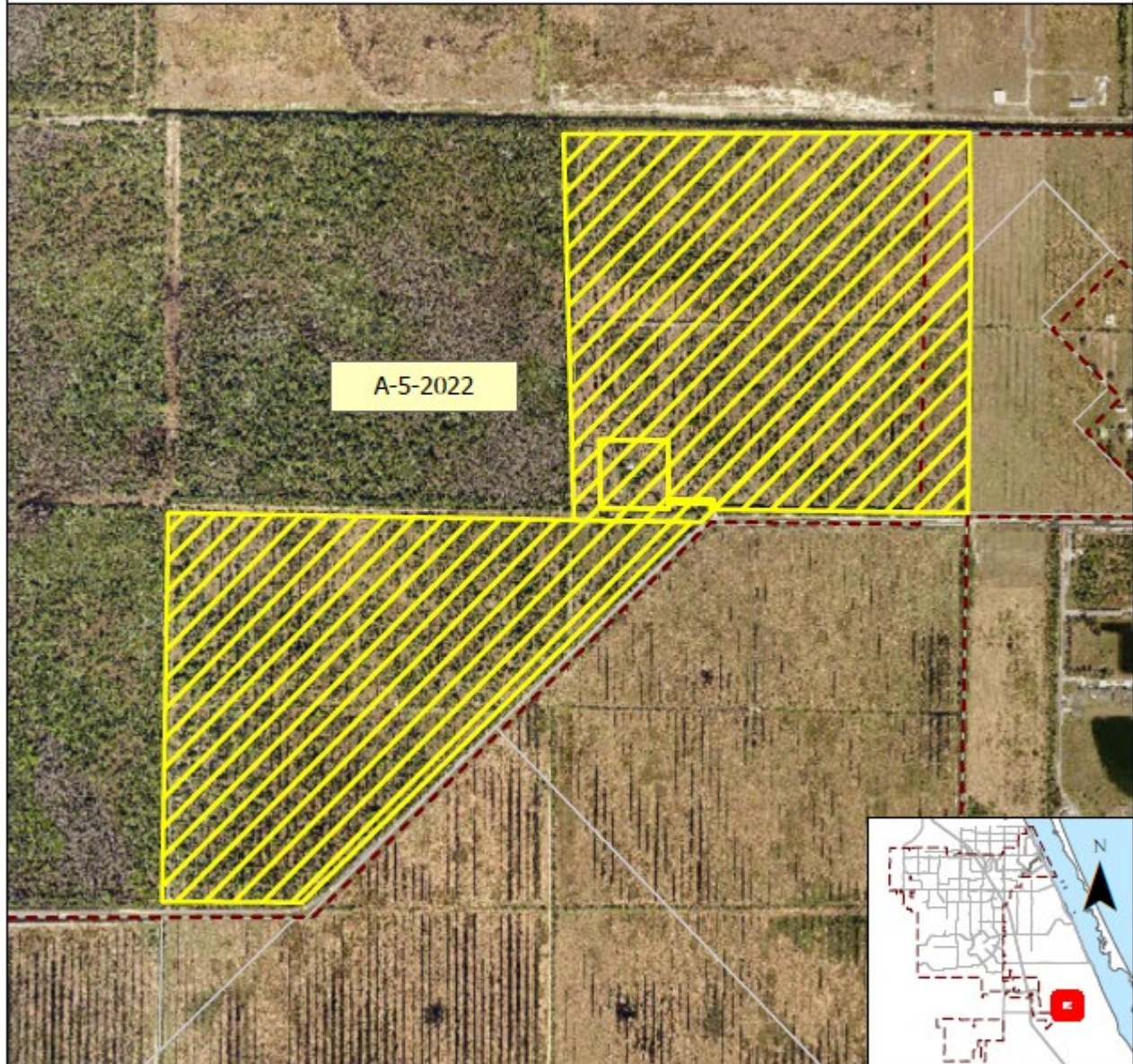
The Notice of Annexation was published in the Florida Today newspaper on [01/12/2023] and republished in the newspaper on [1/19/2023] and [1/26/2023]. Notice was also provided by Certified U.S. Mail to the Brevard County Board of County Commissioners ten days prior to publishing. Therefore, all notice requirements of Chapter 171, Florida Statutes have been met.

**STAFF RECOMMENDATION:**

Motion to accept/approve Case A-5-2022, a Petition for Voluntary Annexation from applicants, Tiffany Dismukes Floyd.



*Map is not to scale—for illustrative purposes only; not to be construed as binding or as a survey.*



## **AERIAL LOCATION MAP CASE: A-5-2022**

### **Subject Property**

North of and adjacent to Micco Road, in the vicinity east of Interstate 95

DESCRIPTION: COMMENCE AT THE SOUTHWEST CORNER OF SECTION 17, TOWNSHIP 30 SOUTH, RANGE 38 EAST, BREVARD COUNTY, FLORIDA; THENCE RUN N00°04'24"W, ALONG THE WEST LINE OF SAID SECTION 17, 75.20 FEET TO THE NORTH RIGHT OF WAY LINE OF MICCO ROAD AND THE POINT OF BEGINNING OF THE FOLLOWING DESCRIBED PARCEL; THENCE CONTINUE N00°04'24"W, A DISTANCE OF 2590.39 FEET TO THE NORTHWEST CORNER OF SAID SECTION 17; THENCE N89°15'21"E, ALONG THE NORTH LINE OF SAID SECTION 17, A DISTANCE OF 2658.03 FEET TO THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF SAID SECTION 17; THENCE N00°09'55"W, ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF SECTION 8, TOWNSHIP 30 SOUTH, RANGE 38 EAST, A DISTANCE OF 2643.92 FEET TO THE NORTHWEST CORNER OF SAID SOUTHEAST 1/4 OF SECTION 8; THENCE N89°19'41"E, ALONG THE NORTH LINE OF SAID SOUTHEAST 1/4 OF SECTION 8, A DISTANCE OF 2652.58 FEET TO THE NORTHEAST CORNER OF SAID SOUTHEAST 1/4 OF SECTION 8; THENCE S00°16'35"E, ALONG THE EAST LINE OF SAID SECTION 8, A DISTANCE OF 2576.45 FEET TO THE NORTH RIGHT OF WAY LINE OF MICCO ROAD; THENCE N89°19'37"W, ALONG SAID NORTH RIGHT OF WAY LINE, A DISTANCE OF 1487.58 FEET; THENCE S44°35'48"W, ALONG THE WESTERLY RIGHT OF WAY LINE OF MICCO ROAD, A DISTANCE OF 3828.41 FEET; THENCE S89°14'55"W, ALONG THE NORTH RIGHT OF WAY LINE OF MICCO ROAD, A DISTANCE OF 1136.32 FEET TO THE POINT OF BEGINNING. CONTAINING 302.70 ACRES, MORE OR LESS.



Rec \$35.50  
Doc St .70

Prepared by and return to:

Calvin B. Brown, Esq.

Attorney at Law

Collins Brown Barkett, Chartered

756 Beachland Boulevard

Vero Beach, FL 32963

772-231-4343

File Number: 5589

Will Call No.: 16

[Space Above This Line For Recording Data]

## Personal Representative's Deed

This Personal Representative's Deed made this 28<sup>th</sup> day of January, 2020, between Tiffany Dismukes Floyd as Personal Representative of the Estate of Bradley Stanton Dismukes whose post office address is Post Office Box 69, Kenansville, FL 34739, grantor, and Tiffany Dismukes Floyd, whose post office address is Post Office Box 69, Kenansville, FL 34739, grantee:

(Whenever used herein the terms grantor and grantee include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

**Witnesseth**, that said grantor, for and in consideration of the sum TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantees heirs and assigns forever, the following described land, situate, lying and being in **Brevard County**, Florida, to-wit:

**SEE EXHIBIT "A" ATTACHED HERETO.**

**Parcel Identification Numbers:**

30-38-08-00-00750.0-0000.00

30-38-17-00-00-00002.0-0000.00

30G-38-01-HJ-00000.0-0004.02

30-38-08-00-00751.0-0000.00

**Subject to all valid restrictions, reservations, easements and zoning of record and taxes due subsequent to 2019.**

**Together** with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

**To Have and to Hold**, the same in fee simple forever.

**And** the grantor hereby covenants with said grantee that the grantor has good right and lawful authority to sell and convey said land; that the grantor warrants the title to said land for any acts of Grantor and will defend the title against the lawful claims of all persons claiming by, through, or under Grantor.

**In Witness Whereof**, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

[Signature]

Print Name: Calvin B. Brown

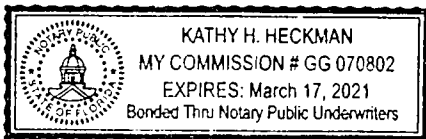
[Signature]  
Print Name: KATHY H. HECKMAN

[Signature]  
Tiffany Dismukes Floyd as Personal  
Representative of the Estate of Bradley  
Stanton Dismukes

STATE OF FLORIDA  
COUNTY OF INDIAN RIVER

Sworn to (or affirmed) and subscribed before me by means of X physical presence or \_\_\_\_\_ online notarization, this  
28th day of January, 2020, by Tiffany Dismukes Floyd as Personal Representative of the Estate of Bradley Stanton  
Dismukes, who is personally known to me or who has produced \_\_\_\_\_ as identification.

(Notary Seal)



[Signature]  
Signature of person taking acknowledgment  
Typed/Printed Name: \_\_\_\_\_  
Title or Rank \_\_\_\_\_  
Serial Number, if any \_\_\_\_\_

**EXHIBIT "A"**  
**Legal Description**

Parcel 1 Parcel 1 ("Parcel 1 ") being a portion of the following parent parcel (the "Parent Parcel") of real property lying North of Micco Road, Brevard County, Florida: Parcel 1: Being a portion of the above described Parent Parcel more particularly described as: Begin at an old 4" square concrete monument with a 2" brass disk centered, occupying and being the NW corner of the partial Section 17, Township 30 S, Range 38 E, Brevard County, Florida and run N 89° 14'55" E, a distance of 2658.04' to an identical concrete monument occupying and being the NE corner of the NW 1/4 of said Section 17; run thence N 00° 10'00" W, a distance of 2643.71' to a 4" square monument with rebar as center lying on the South side of a canal spoil bank approximately 1' above the ground, said monument occupying and being the NW corner of the S.E 1/4 of Section 8, Township 30 South, Range 38 East; run thence N 89° 21'47" E, a distance of 2596.93' to a 5/8" rebar #4889 that lies 1' East of a 4' tall, 4-strand barbed-wire fence running to the South, and lies S 89° 20'46" W, a distance of 55.56' from an old 4" square-concrete monument with a small pin at center, said monument occupying and being the NE corner of the said S.E 1/4 from said rebar run thence S 00°33'18", parallel to and 1' East of said fence, a distance of 1200.90 feet to the intersection of the East line of the said S.E 1/4 with the Fleming Grant line; thence continue S 00° 33'18" W, a distance of 1373.47' to the North line of Micco Road, a 100' right-of-way; run thence N 89° 18'28" W, along the said North right-of-way line, a distance of 1394.61' to a 5/8" rebar #4889 to turn in the right-of-way line said rebar lying 50' NW of by perpendicular measurement of the said Fleming Grant line; run thence S 44° 35'48" W, parallel to and 50' West of said Fleming Grant line, a distance of 3828.14 feet to a point 50' NW of by perpendicular measurement from the Fleming Grant line and is 2590 feet by perpendicular measurement from the North line of the said NW 1/4 of said Section 17; run thence S 89°14'55" W, parallel to and 2590 feet South of said North line, along the said North right-of-way line, S 89° 14'55" W, a distance of 1137.04' to the intersection of the said North right-of-way line with the west line of the said NW 1/4 of said Section 17; thence run N 00° 03'36" W, a distance of 2590 feet to the point of beginning, and being in Sections 17 and 8, T30S, R38E, and the Fleming Grant, Brevard County, Florida. Parcel 2Parcel 2 ("Parcel 2") being all that real property in the S.E. 1/4 of Section 8, Township 30 South, Range 38 East, Brevard County, Florida, and the George Fleming Grant, Plat Book 2, Page 25, public records of Brevard County, Florida, lying east of the easternmost line, and contiguous therewith, of Parcel 1 described above, more particularly described herein as Parcel 2:Parcel 2: Being all that real property in the S.E.1/4 of Section 8, Township 30 South, Range 38 East, Brevard County, Florida, and the George Fleming Grant, Plat Book 2, Page 25, public records of Brevard County, Florida, lying east of the easternmost line, and contiguous therewith, of Parcel 1 described above, more particularly described as follows: Begin at a 5/8" rebar #2866 "Gordon" at the Point of Beginning or those lands described in ORB 2978, Page 3751, and run thence S 00°06'04" W, along the first call line of deed in said ORB, a distance of 2575.45' to the North R/W line of Micco Road (100' R/W); run thence N 89°18'28" W, along the said North R/W line, a distance of 60.95' to a point on said R/W line 1.0 feet East of an existing 4' strand barbed wire fence; thence departing said R/W line, run thence N 00°33'18" E, parallel to and 1.0' East of said fence a distance of 2574.37' to a point on the North line of the S.E. 1/4 of Section 8, T30S, R38E, Brevard County, Florida; run thence N 89°20'46" E, along said North line, a distance of 40.54 feet to the point of beginning. Parcel 3Parcel 3 ("Parcel 3") being all that real property in the S.E.1/4 of Section 8, Township 30 South, Range 38 East, Brevard County, Florida, and the George Fleming Grant, Plat Book 2, Page 25, public records of Brevard County, Florida, lying east of the easternmost line, and contiguous therewith, of Parcel 2 described above, more particularly described herein as Parcel 3:Parcel 3: Being all that real property in the S.E.1/4 of Section 8, Township 30 South, Range 38 East, Brevard County, Florida, and the George Fleming Grant, Plat Book 2, Page 25, public records of Brevard County, Florida, lying east of the easternmost line, and contiguous therewith, of Parcel 2 described above, more particularly described as follows: Begin at a 5/8" rebar #2866 "Gordon" at the Point of Beginning or those lands described in ORB 2978, Page 3751, and run thence S 00°06'04" W along the first call line of deed in said ORB, a distance of 2575.45' to the North R/W line of Micco Road (100' R/W); run thence S 89°18'28" E, along the said North R/W line, a distance of 23.61' to a point on said R/W line and on the true East line of the S. E.1/4 said Section 8; thence departing said R/W line run thence N 00°05'17" E, a distance of 2575.91' to an old 4" square concrete monument occupying and being the true NE corner of the S.E. 1/4 of Section 8, T30S, R38E, Brevard County, Florida; run thence S 89° 20'46" W, along said North line, a distance of 15.12 feet to the point of beginning. Together with any and all other real property in the S.E.1/4 of Section 8, Township 30

South, Range 38 East, Brevard County, Florida, and the George Fleming Grant, Plat Book 2, Page 25, public records of Brevard County, Florida, lying east of the easternmost line of Parcel 1 described above, and north of Micco Road. NOTE: The following described "parent parcel" is being exhibited for reference purposes only as it appears to contain additional lands which are not insured hereunder. Parent Parcel: A parcel of land lying in the S.E 1/4 of Section 8, Sections 17 and 18, the South ½ of Section 18, all in Township 30 South, Range 38 East, Brevard County, Florida and the S.E 1/4 of Section 13, Township 30 South, Range 37 East, and part of the George Fleming Grant, Plat Book 2, Page 25, public records of Brevard County, Florida, being more particularly described as follows: Begin at the NE corner of the said S.E. 1/4 of said Section 8; thence run S 00°05'44"W, along the East line of said S.E 1/4, 2676.75 feet to the South right-of-way line of Micco Road; thence S 89°33'04" E along said right-of-way line, a distance of 305.44 feet; thence S 00°27'40"W along the center line of a drainage ditch, a distance of 5525.79 feet to a point on the easterly extension of the South line of said Section 18; thence N 89° 52'32" W along said easterly extension, a distance of 7195.59 feet to a 3" iron pipe at the intersection of an old barbed wire fence at the intersection of the South line of said Section 18 and the Northwest line of the said George Fleming Grant; thence continue N 89° 52' 32" W along the south line of said Section 18 a distance of 3421.49 feet to the Southwest corner of said Section 18; thence N 89°54'09" W along the South line of said Section 13, T30S, R37E, a distance of 2709.27 feet to the SW corner of the S.E. 1/4 of said Section 13; thence run N 00° 08' 46" W, along the West line of the S. E.1/4 of said Section 13, a distance of 2645.08 feet to the South right-of-way line of Micco Road; thence N 89° 29' 46" E along said South R/W line, a distance of 2660.88 feet; thence continue along said South right-of-way line, N 89°03'25" E, a distance of 5134.02 feet; thence N 00°03'36" along the West line of said Section 17, a distance of 2715.58 to the Northwest corner of said Section 17; thence run N 89° 15'29" E along the north line of said Section 17, a distance of 2659.00 feet to the South 1/4 corner of said Section 8; thence N 00°10' 27" W along the West line of the S.E.1/4 of said Section 8, a distance of 2643.82 feet to the center of said Section 8; thence run N 89° 20'29" E along the North line of the S. E. 1/4 of said Section 8, a distance of 2634.74 feet to the point of beginning.







## PETITION FOR VOLUNTARY ANNEXATION

THE HONORABLE MAYOR  
MEMBERS OF THE CITY COUNCIL  
CITY OF PALM BAY, FLORIDA

DATE: 8/5/22

I (We) do hereby irrevocably petition for the annexation of the property described herein to be within the corporation city limits of Palm Bay, Brevard County, Florida. —

1. Name of Petitioner(s):

Tiffany Dismukes Floyd (Jake Wise, PE- C.E.G., LLC Authorized Representative)

2. Legal Entity / Owner(s) of Record:

Tiffany Dismukes Floyd

3. Address of Petitioner(s):

103 Commerce St; Suite 140; Lake Mary, FL 32746

4. Brevard County Parcel Identification Number:

30-38-08-00-750; 30-38-17-00-2; 30G-38-01-HJ-\*4-02; 30-38-08-00-751

5. Purpose for seeking Petition:

See attached justification

**\*\* NOTE: Petitioner(s) must submit one form for each parcel of land seeking annexation.**

The petitioner(s) hereby acknowledges and agrees that the City of Palm Bay is hereby authorized to annex, at its lawful discretion, the property(ies) in accordance with Section 171.044, Florida Statutes. Upon annexation, the property will be given a City of Palm Bay future land use designation and zoning classification in accordance with state and local laws and the property(ies) shall be subject to the laws and regulations of the City of Palm Bay, Florida.

The petitioner(s) hereby acknowledges and agrees that the request for voluntary annexation, if accepted by the City Council of the City of Palm Bay, shall be binding upon the petitioner and their successors, assigns and legal representatives and shall be binding upon and run with the land.

The petitioner(s) hereby acknowledges and agrees to promptly record the petition and City Ordinance with the Brevard County Clerk of Courts if petition is accepted by the City Council of the City of Palm Bay.

*Down to Earth* And Up To Great Things

I (we) request consideration for acceptance of a voluntary annexation of the above-mentioned parcel and acknowledge and agree to the requirements set forth by this request.

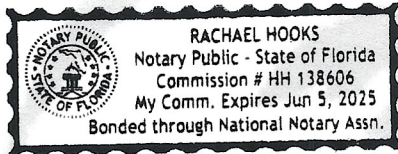
Tiffany Dismukes Floyd  
Print Name of Petitioner

8-5-2022  
Date

Tiffany Dismukes Floyd  
Signature of Petitioner

**STATE OF FLORIDA  
COUNTY OF BREVARD**

The foregoing instrument was acknowledged before me by means of ☒ physical presence or  
☐ online notarization, this 8/5/22 (date) by Tiffany Floyd (representative's  
name), who is personally known to me or who has produced Drivers License (type  
of identification) as identification.



[SEAL]

Rachael Hooks  
Signature of Notary

Rachael Hooks  
Print Name of Notary

My Commission expires on: June 5<sup>th</sup>, 2025

Cc: City Manager  
Growth Management Director

## **Annexation Request Summary for 300 Acres of Ashton Park**

---

Ashton Park is a ±1400 acre master planned future mixed use development consisting of the following anticipated uses:

- Downtown commercial area in the heart of the master planned community.
- Flex commercial/industrial space concentrated on the east and west ends of the planned community.
- Future extension of the St. Johns Heritage Parkway including utilities from the northwest corner of the master planned development throughout it.
- Future school site.
- Future police and/or fire site, if desired.
- A mix of single family and multi-family throughout the planned community.
- Open space, parks, and interconnected amenities throughout.

This application is for the 300 acres of the 1400 acres in the northeast corner of the master planned community. This is the only portion of the site that has not been annexed into the City. The 300 acres is north of Micco Road and immediately adjacent to City of Palm Bay to the south, which is the remaining 1100 acres of the master plan. City utilities will be extended to the properties in the future as part of planned development.

The entire master planned development will have interconnected stormwater treatment ponds, extend both City water and wastewater for potable and fire protection needs, and master planned landscaping, irrigation, lighting and signage. All roadways will be constructed to city standards or above but be privately maintained so they are not a future maintenance burden to the City. The property is adjacent to preservation areas owned by the County and State to the north and south of the master planned community. East and west of the project are single family and undeveloped lands. We believe that all proposed uses as part of this project would be compatible with current and anticipated future uses adjacent to the property.

We are requesting an annexation for the 300 acres at this time, and will follow with a comprehensive future land use amendment and rezoning. The proposed future land use and zoning would be mixed use. This allows the flexibility of the large property to propose the varying uses and be flexible as market conditions evolve. The proposed uses are unique to this part of the City, especially the new downtown district. There is a strong demand for all of the proposed uses.



## **ORDINANCE 2023-01**

**AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF CERTAIN REAL PROPERTY GENERALLY LOCATED NORTH, SOUTH AND WEST OF MICCO ROAD, IN THE VICINITY SOUTH OF DOTTIE DRIVE, AND LEGALLY DESCRIBED HEREIN; PROVIDING FOR FILING A COPY OF THE ORDINANCE WITH THE BREVARD COUNTY CLERK OF THE CIRCUIT COURT, THE CHIEF ADMINISTRATIVE OFFICER OF BREVARD COUNTY, AND THE STATE OF FLORIDA DEPARTMENT OF STATE; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Tiffany Dismukes Floyd, has petitioned the City Council of the City of Palm Bay to voluntarily annex the herein described property, and

**WHEREAS**, said property is situated in an unincorporated area of Brevard County and is contiguous to the present boundary of the City of Palm Bay, and

**WHEREAS**, said property is reasonably compact and annexation of it would not result in the creation of an enclave, and

**WHEREAS**, the City Council of the City of Palm Bay desires to annex said property into the City of Palm Bay.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA**, as follows:

**SECTION 1.** In accordance with the provisions of Section 171.044, Florida Statutes, the following described parcel of real property being situated in the County of Brevard, State of Florida, and being contiguous to the existing corporate limits and boundaries of the City of Palm Bay, and being reasonably compact, and creating no enclaves is hereby annexed, established, organized into and made a part of the City of Palm Bay:

Commence at the southwest corner of Section 17, Township 30S, Range 38E, Brevard County, Florida; thence run N 00°04'24" W, along the west line of said Section 17, 75.20 feet to the north right-of-way line of Micco Road and the Point of Beginning of the following described parcel; thence continue N 00°04'24" W, a distance of 2590.39 feet to the northwest corner of Section 17; thence N 89°15'21" E, along the north line of said Section 17, a distance of 2658.03 feet to the northeast corner of the northwest ¼ of said Section 17; thence N 00°09'55" W, along the west line of the southeast ¼ of Section 8, Township 30S, Range 38E, a distance of 2643.92 feet to the northwest corner of said southeast ¼ of Section 8; thence N 89°19'41" E, along the north line of said southeast ¼ of Section 8, a distance of 2652.58 feet to the northeast corner of said southeast ¼ of Section 8; thence S 00°16'35" E, along the east line of said Section 8, a distance of 2576.45 feet to the north right-of-way line of Micco Road; thence N 89°19'37" W, along said north right-of-way line, a distance of 1487.58 feet; thence S 44°35'48" W, along the westerly right-of-way line of Micco Road, a distance of 3828.41 feet; thence S 89°14'55" W, along the north right-of-way line of Micco Road, a distance of 1136.32 feet to the Point of Beginning; containing 302.70 acres, more or less.

**SECTION 2.** The corporate limits and boundary lines of the City of Palm Bay, Brevard County, Florida, shall be redefined so as to include therein the above-described parcel hereby annexed.

**SECTION 3.** The parcel of property to be annexed is hereby depicted on the attached map which, by reference, is incorporated herein as Exhibit 'A'.

**SECTION 4.** This ordinance of annexation has been noticed, by reference, once a week for two consecutive weeks in a newspaper of general circulation in the County of Brevard, Florida, prior to its adoption.

**SECTION 5.** The City Clerk shall file a copy of this ordinance with the Brevard County Clerk of the Circuit Court, the Chief Administrator of Brevard County, and the State of Florida Department of State.

**SECTION 6.** All ordinances or parts of ordinances in conflict herewith are hereby repealed and all ordinances or parts of ordinances not in conflict herewith are hereby continued in full force and effect.

**SECTION 7.** If any portion, clause, phrase, sentence or classification of this ordinance is held or declared to be either unconstitutional, invalid, inapplicable, inoperative or void, then such declaration shall not be construed to affect other portions of the ordinance; it is hereby declared to be the express opinion of the City Council of the City of Palm Bay that any such unconstitutional, invalid, inapplicable, inoperative or void portion or portions of this ordinance did not induce its passage, and that without the inclusion of any such portion or portions of this ordinance, the City Council would have enacted the valid constitutional portions thereof.

**SECTION 8.** The provisions within this ordinance shall take effect immediately upon the enactment date.

Read in title only at Meeting 2023- , held on , 2023; and read in title only and duly enacted at Meeting 2023- , held on , 2022.

---

Rob Medina, MAYOR

ATTEST:

---

Terese M. Jones, CITY CLERK

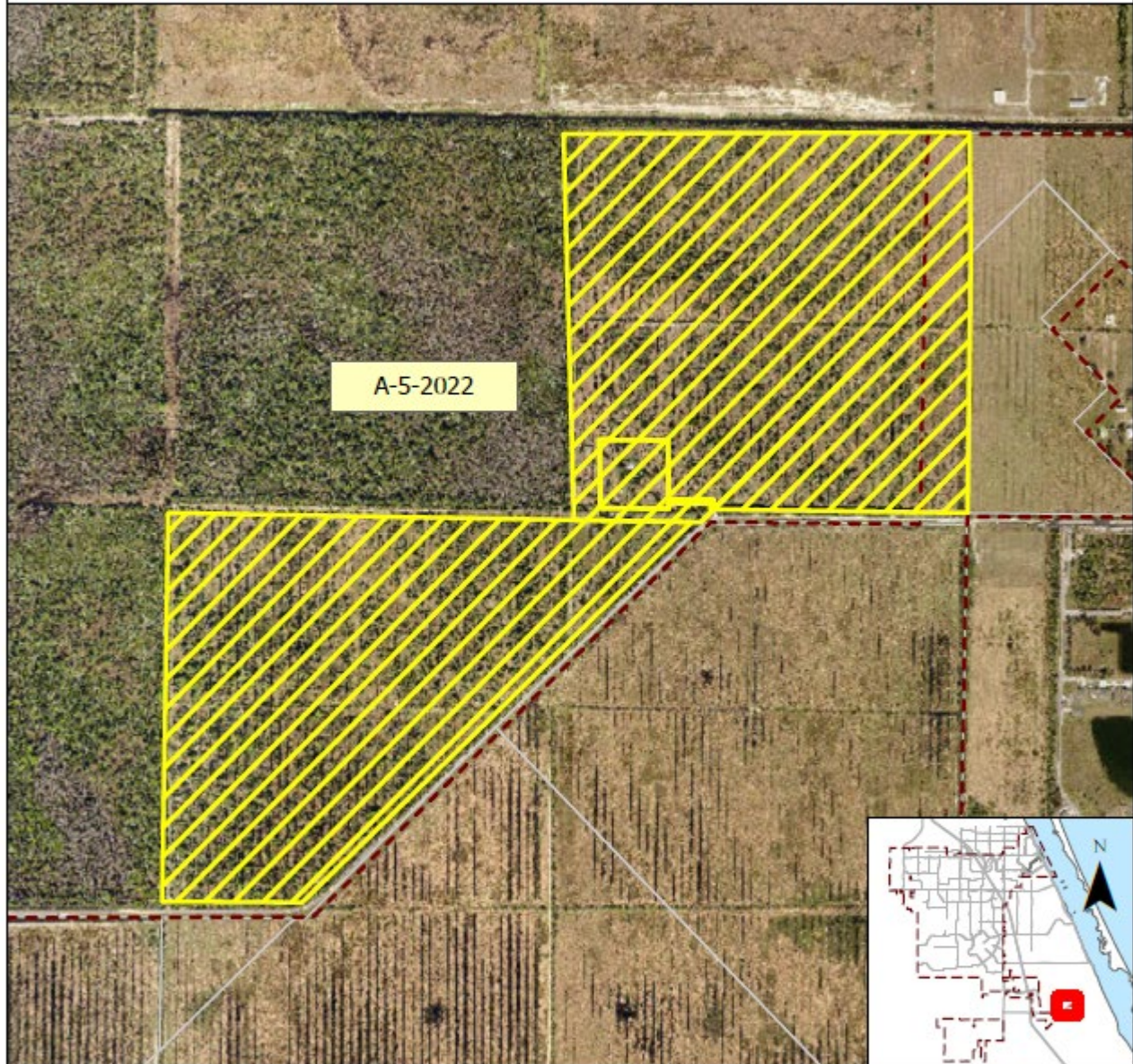
Reviewed by CAO: \_\_\_\_\_

Applicant: Tiffany Dismukes Floyd  
Case: A-5-2022

cc: (date) Brevard County Recording  
Applicant  
Case File



*Map is not to scale—for illustrative purposes only; not to be construed as binding or as a survey.*



## **AERIAL LOCATION MAP CASE: A-5-2022**

### **Subject Property**

North of and adjacent to Micco Road, in the vicinity east of Interstate 95





## **LEGISLATIVE MEMORANDUM**

**DATE:** 1/19/2023

**RE:** Adoption of Minutes: Meeting 2022-36; December 15, 2022.

**ATTACHMENTS:**

**Description**

**Minutes - Meeting 2022-36**

# **CITY OF PALM BAY, FLORIDA**

## **REGULAR COUNCIL MEETING 2022-36**

Held on Thursday, the 15<sup>th</sup> day of December 2022, at the City Hall Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Office of the City Clerk, City Hall, Palm Bay, Florida.

The meeting was called to order at the hour of 6:04 P.M.

Mr. Keith Becher, Humanist Celebrant, Humanist Community of the Space Coast, gave the invocation which was followed by the Pledge of Allegiance to the Flag.

### **ROLL CALL:**

<b>MAYOR:</b>	Rob Medina	Present
<b>DEPUTY MAYOR:</b>	Donny Felix	Present
<b>COUNCILMEMBER:</b>	Kenny Johnson	Present
<b>COUNCILMEMBER:</b>	Randy Foster	Present
<b>COUNCILMEMBER:</b>	Peter Filiberto	Present
<b>CITY MANAGER:</b>	Suzanne Sherman	Present
<b>DEPUTY CITY ATTORNEY:</b>	Rodney Edwards	Present
<b>DEPUTY CITY CLERK:</b>	Terri Lefler	Present

**CITY STAFF:** Juliet Misconi, Deputy City Manager; Fred Poppe, Recreation Director; Christopher Little, Utilities Director.

### **ANNOUNCEMENTS:**

Deputy Mayor Felix announced the following vacancies and solicited applications for same:

- 1. Two (2) vacancies on the Citizens' Budget Advisory Board (represents 'at-large' positions).++**
- 2. One (1) vacancy on the Youth Advisory Board (represents 'at-large student member' position).++**

### **AGENDA REVISION(S):**

Mayor Medina requested that Item 2, under New Business, be considered prior to Public Hearings.

Motion by Mr. Johnson, seconded by Mr. Foster, to consider Item 2, under New Business, prior to Public Hearings. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

1. Ms. Sherman announced the following revisions:

A. A proclamation recognizing the Mayor's Business Spotlight recipient, Thrifty Specialty Produce and Meats, had been added as Item 1, under Proclamations and Recognitions.

B. Consideration of a second amendment to a contract with Wade Trim for Engineering Services During Construction at the South Regional Water Reclamation Facility had been added as Item 1, under Procurements.

C. Item 9, under Consent Agenda, relating to the allocation of remaining American Rescue Plan Act (ARPA) funding, was moved to Item 7, under New Business.

#### **PROCLAMATIONS AND RECOGNITIONS:**

The proclamation was read.

**1. Proclamation: Mayor's Business Spotlight Recipient - Thrifty Specialty Produce and Meats. (AGENDA REVISION)**

#### **PRESENTATIONS:**

**1. Travis Hills, Kittelson and Associates, Inc. - Bayside Lakes Boulevard Curve, Road Safety Audit.**

Mr. Hills presented the road safety audit findings for the curve along Bayside Lakes Boulevard. He provided crash data for the past ten (10) years, history of the roadway, and recommendations, such as improving curve navigation, enhancing roadway lighting, improving vehicle speed compliance, and resurfacing the pavement. Mr. Hills answered questions posed by councilmembers.

Mr. Johnson asked if staff was prepared to move forward with the recommendations. Ms. Sherman said she was ready to implement as many as possible. The lower cost items could be done within the current budget and the more expensive items would be brought to Council for consideration. Council concurred.

Bill Battin, resident, asked the cost to perform the study and suggested that the speed limit go back to the original limit of thirty (30) miles per hour.

**PUBLIC COMMENT(S)/RESPONSE(S): (Non-agenda Items Only)**

Individuals made general comments.

1. Isabel Wright, Florida Hispanic Chamber of Commerce, requested funding assistance for the Three Kings Day Celebration event to be held January 7, 2023. She said the city may have received funding from Brevard County for multi-cultural events and she was hoping to utilize some of the funds.

Ms. Sherman addressed Mr. Battin's question from Presentations. She said that the cost of the study was \$23,000.

Mr. Poppe advised that the monies received from the Tourist Development Council were specifically for City events that had to meet certain tourism level requirements in order to be eligible. It was a reimbursable grant up to \$10,000.

Council concurred to consider Item 2, under New Business, at this time.

**2. Consideration of a co-sponsorship request from The Indian Association of the Space Coast, Inc. and The Florida Hispanic Chamber of Commerce for the First Annual Palm Bay Indian Kite Festival on January 22, 2023.**

Staff Recommendation: Approve the City's co-sponsorship with the Indian Association of the Space Coast and Florida Hispanic Chamber of Commerce for the first annual Palm Bay Indian Kite Festival on January 22, 2023, in the amount of \$1,040 of in-kind wages (labor) and authorizing \$1,425 in fee waivers.

Motion by Mr. Johnson, seconded by Deputy Mayor Felix, to approve the co-sponsorship request. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

Council resumed the consideration of items in order as shown on the agenda.

**PUBLIC HEARING(S):**

1. **Ordinance 2022-128, vacating a portion of the rear public utility and drainage easement located within Lot 10, Block 2065, Port Malabar Unit 46 (Case VE-6-2022, Walter Gordon), first reading.**

The Deputy City Attorney read the ordinance in caption only. The public hearing was opened. The applicant presented the request to Council. The public hearing was closed.

Motion by Mr. Johnson, seconded by Councilman Filiberto, to approve Ordinance 2022-128. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

### **CONSENT AGENDA:**

All items of business under the 'Consent Agenda' heading were enacted by the following motion:

Motion by Mr. Johnson, seconded by Deputy Mayor Felix, that the Consent Agenda be approved as presented with the removal of Items 4, 5, 6, 10, and 14, from consent. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

#### **1. Adoption of Minutes: Meeting 2022-32; November 3, 2022.**

The minutes, considered under Consent Agenda, were approved as presented.

#### **2. Adoption of Minutes: Meeting 2022-34; November 28, 2022.**

The minutes, considered under Consent Agenda, were approved as presented.

#### **3. Award of Proposal: Underwriting services – RFP 02-0-2023 – Finance Department (Bank of America Securities and Raymond James & Associates).**

Staff Recommendation: Approve the award for underwriting services to Bank of America Securities (Winter Park) and Raymond James & Associates (St. Petersburg) to establish a three-year term contract.

The item, considered under Consent Agenda, was approved as recommended by City staff.

#### **4. Contract: Design of intersection improvements and signal, Emerson Drive and St. Johns Heritage Parkway – Task Order 14 – Public Works Department (Conzor Engineers, LLC - \$206,962); and approve the use of Transportation Impact Fees.**

Staff Recommendation: Authorize the execution of Consor Engineers, LLC, Task Order 14 for the design of the intersection improvements and signal at Emerson Drive and St.

Johns Heritage Parkway (Parkway); and approve the use of Transportation Impact Fees in the amount of \$206,962.

Bill Battin, resident, questioned the fair share portion for the developers and asked if the cost was for planning only or if it included the construction of the turn signal. Ms. Sherman responded that the cost was for planning only. The proportionate fair share calculations would be included in a separate development agreement.

Nathan White, resident, asked if widening the Parkway was only due to the turn lane and the effect the signal would have on future widening of the Parkway. Ms. Sherman said that the mast arm signal would be placed in a way that it would not affect the future widening of the roadway.

Motion by Mr. Johnson, seconded by Deputy Mayor Felix, to approve Task Order 14 and approve the use of Transportation Impact Fees as requested. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

**5. Contract: Northwest and southeast traffic studies, pre and post analysis – Task Order 8, Amendment 1; and Task Order 9, Amendment 1 – Public Works Department (Conzor Engineers, LLC - \$66,478); and approve the use of Transportation Impact Fees.**

Staff Recommendation: Authorize the execution of the amendments to Consor Engineers, LLC, Task Order 8 (Southeast Pre and Post Traffic Analysis) and Task Order 9 (Northwest Pre and Post Traffic Analysis); and approve the use of Transportation Impact Fees in the amount of \$66,477.97.

Bill Battin, resident, asked if changes from the study would be incorporated into the Comprehensive Plan, and if the southwest sector would be included in a similar study due to the amount of growth in that area. Ms. Sherman said that the roadway classifications that would come out of the traffic studies would ultimately be incorporated into the new Comprehensive Plan. There was no set timeframe for the southwest area but staff would be looking into that as well.

Motion by Mr. Johnson, seconded by Deputy Mayor Felix, to approve Amendment 1 to Task Order 8, Amendment 1 to Task Order 9, and approve the use of Transportation Impact Fees as requested. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

**6. Miscellaneous: Consideration of reallocating existing capital funds to procure two (2) Ford 150 Super Cabs (\$74,541) (State of Florida DMS contract), additional funds for two (2) Zero Turn Mowers (\$2,269) (Sourcewell contract), and allocating General Fund Operating Account funds to purchase one (1) F550 Flatbed Dump Truck (\$19,000) (State of Florida DMS contract).**

Staff Recommendation: Approve the request to use existing capital funds to procure two Ford F150 Super Cabs (\$74,541), additional funds for two Zero Turn Mowers (\$2,269) and authorize a budget amendment using General Fund Undesignated Fund Balance for the purchase of an F550 Flatbed Dump Truck (\$19,000).

Questions were raised regarding the cost increase and reallocating funds that were previously approved for this purpose. Ms. Sherman explained that a tractor and bush hog could have been purchased in the prior year but due to an oversight, the budget capital items were not corrected, and the funding was allocated towards another item on the capital list. The Zero Turn Mowers were budgeted but the cost was \$2,200 above the budgeted amount. Lastly, the price for the dump truck came in \$19,000 above what was originally quoted so staff was requesting small transfers from operating accounts to cover the overage.

Motion by Mr. Johnson, seconded by Deputy Mayor Felix, to approve the request. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

**7. Resolution 2022-65, adopting a Low Impact Development (LID) Design Manual in accordance with Chapter 174, Floodplain and Stormwater Management, of the Palm Bay Code of Ordinances.**

The Deputy City Attorney read the resolution in caption only.

The item, considered under Consent Agenda, was approved as recommended by City staff.

**8. Consideration of City Council Flag Program nominee, Alberta Clinkscales. (Deputy Mayor Felix)**

Staff Recommendation: Approve Alberta Clinkscales as a nominee for the City Council Flag Program.

The item, considered under Consent Agenda, was approved as recommended by City staff.

**9. Consideration of allocating remaining American Rescue Plan Act (ARPA) funding (\$938,601).**

This item, addressed under Agenda Revisions, was moved to Item 7, under New Business.

**10. Consideration of a Commercial Property Enhancement Program Grant Agreement with Rooney's Inc. for grant funds to improve commercial property located at 2641 Palm Bay Road NE (\$10,000).**

Staff Recommendation: Approve a Commercial Property Enhancement Program (CPEP) grant award in the amount of \$10,000 to Rooney's Inc. for eligible improvements to commercial property located at 2641 Palm Bay Road NE and authorize the City Manager to execute the grant agreement.

Motion by Mr. Filiberto, seconded by Mayor Medina, to approve the CPEP grant award in the amount of \$10,000 to Rooney's Inc. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

**11. Acknowledgement of the City's monthly financial report for September 2022 (Unaudited).**

The item, considered under Consent Agenda, was acknowledged by City Council.

**12. Acknowledgement of the City's quarterly Budget Monitoring Report for Fiscal Year 2022 Quarter Four (Unaudited).**

The item, considered under Consent Agenda, was acknowledged by City Council.

**13. Acknowledgement of the December 2022 GO Road Bond Paving report update.**

The item, considered under Consent Agenda, was acknowledged by City Council.

**14. Consideration of travel and training for specified City employees (Police Department).**

Staff Recommendation: Approve the travel and training as specified.



Motion by Deputy Mayor Felix, seconded by Mr. Johnson, to approve the travel as requested. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

#### **PROCUREMENTS:**

**1. Contract: Professional scheduler, South Regional Water Reclamation Facility – TO 20-05, Amendment 2 – RFQ 68-0-2007 – Utilities Department (Wade Trim - \$21,330). (AGENDA REVISION)**

Staff Recommendation: Authorize the execution of Wade Trim Task Order 20-05, Amendment 2, for the South Regional Water Reclamation Facility, Engineering Services During Construction (professional scheduler), in the amount of \$21,330. The amended total for the task order would be \$2,334,493.

Motion by Mr. Foster, seconded by Deputy Mayor Felix, to approve Amendment 2 to Wade Trim Task Order 20-05. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

#### **NEW BUSINESS:**

**1. Consideration of collective bargaining agreements with National Association of Government Employees (NAGE) White (Local R-5-197) and Blue (Local R-5-186).**

Staff Recommendation: Authorize the City Manager to sign the Collective Bargaining Agreements with NAGE White and NAGE Blue, including adopting the new pay plans.

Motion by Mr. Johnson, seconded by Mayor Medina, to approve the Collective Bargaining Agreements with NAGE White and NAGE Blue, including adopting the new pay plans. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

**2. Consideration of a co-sponsorship request from The Indian Association of the Space Coast, Inc. and The Florida Hispanic Chamber of Commerce for the First Annual Palm Bay Indian Kite Festival on January 22, 2023.**

This item was considered earlier in the meeting prior to Public Hearings.

**3. Consideration of accepting a segment of Babcock Street, between Waco Boulevard and Malabar Road, in accordance with the Interlocal Agreement with Brevard County.**

Staff Recommendation: Accept the transfer of the portion of Babcock Street from Malabar Road to Waco Boulevard.

Ms. Sherman presented the request to Council and answered questions posed by councilmembers.

Motion by Mr. Johnson, seconded by Deputy Mayor Felix, to accept the transfer of the portion of Babcock Street from Malabar Road to Waco Boulevard. Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

**4. Consideration of amending Chapter 5, Types of Meetings, of Council's Policies and Procedures, by including a curfew for regular meetings. (Deputy Mayor Felix)**

Staff Recommendation: Approve the amendment to Section 5.1, Regular Meetings, of Council's Policies and Procedures, to include curfew provisions at regular meetings.

Deputy Mayor Felix presented the request to Council. The revision to the policies would include a curfew of 11:00 P.M., with two (2) thirty (30) minute extensions that may be approved by Council.

Bill Battin, resident, felt that people attended and spent hours at the meetings waiting to speak and should be afforded that opportunity. They also may be unable to attend the next meeting if their item was continued due to the curfew.

Nathan White, resident, supported the request and felt it held Council to better time management. He said the priority should still be to hear the people.

Robert Stise, resident, suggested brainstorming and said that recognitions and proclamations should be managed more efficiently as it would take sometimes over an hour to get through that portion.

Mayor Medina said all of Council was elected to perform a duty. He did not campaign for shortening the meetings. He felt this would limit people from speaking and then having to come back to another meeting to speak on an item. Council was elected to serve the

people and if took until a late hour to hear all of the comments and get through city business, he was okay with no curfew. Mayor Medina said he would support a discussion of limiting the public comments at the end of the meeting.

Mr. Johnson called a Point of Order and stated a motion needed to be made prior to discussion by Council.

Motion by Deputy Mayor Felix, seconded by Mr. Johnson, to approve the amendment to Section 5.1 of Council's Policies and Procedures, as presented.

Mayor Medina said he would agree to two (2) one-hour extensions. Deputy Mayor Felix said he wanted to avoid going into the next day for a meeting.

Mr. Filiberto felt like this request was taking the voice away from the people, but Council should be able to work on the timing of the meetings to make them end in a timely manner.

Mr. Foster said the agenda had been modified to get business handled quickly, especially for public hearing items, but it did not shorten the meetings. He did not see this as shutting out the public and felt the curfew would put pressure on Council to move the meeting along. The meetings were moved to one hour earlier and still did not adjourn until midnight or after. If there was an item that may be considered contentious, then it should be held at a separate meeting.

Motion carried with members voting as follows:

Mayor Medina	Nay
Deputy Mayor Felix	Yea
Councilman Johnson	Yea
Councilman Foster	Yea
Councilman Filiberto	Nay

**5. Consideration of councilmembers attending the Florida League of Cities FAST Fly-In, February 7-8, 2023, in Washington, D.C.**

Nathan White, resident, spoke against this item and questioned the purpose.

Councilman Foster was a member of the Federal Action Strike Team (FAST) and would attend the conference. Council concurred.

**6. Consideration of councilmembers serving as representatives to other agencies/organizations/committees.**

Councilmembers announced on which agencies/organizations/committees they wished to serve.

- A. Space Coast League of Cities  
Donny Felix, Delegate  
Rob Medina, Alternate
- B. Space Coast Transportation Planning Organization  
Rob Medina  
Randy Foster  
Donny Felix  
Kenny Johnson, Alternate  
Peter Filiberto, Alternate
- C. Economic Development Commission of Florida's Space Coast (Board of Directors)  
Peter Filiberto
- D. Economic Development Commission of Florida's Space Coast (Executive Committee)  
Peter Filiberto
- E. Economic Development Commission of Florida's Space Coast (Ad Valorem Tax Abatement Council)  
Nancy Bunt
- F. Risk Management Committee  
Randy Foster
- G. Capital Outlay Committee  
Alexandra Bernard
- H. Community Development Advisory Board  
Kenny Johnson

**7. Consideration of allocating remaining American Rescue Plan Act (ARPA) funding (\$938,601). (AGENDA REVISION)**

Staff Recommendation: Consideration of the following options for the remaining funds of \$938,601. Ms. Sherman advised that the lift station project was pulled from the list as it contained incorrect data.

- A. Allocate an additional \$31,908 for salaries and benefits associated with the administration of the ARPA program.
- B. Provide additional ARPA funding to any of the five (5) ARPA subrecipients, and direct staff to coordinate with the awardees to bring an amendment to the proposal and an updated grant agreement for Council's consideration.
- C. Provide ARPA funding to agencies with eligible proposals that did not receive funding for homelessness, affordable housing, and related public services.
- D. Provide monetary assistance for septic-to-sewer conversions with priority consideration given to income eligible households. The average cost per resident to connect was \$21,000. This would potentially assist forty-one (41) Palm Bay homeowners.
- E. Phase 2 improvements to Castaway Point Park, covering a portion of the parking improvements, specifically providing permeable pavement parking on two City-owned parcels (tax accounts 2832555 and 2832554). The City's engineers estimate was approximately \$339,029.63 as of October 2021. However, due to inflation and cost of materials, staff estimates this figure should be at least 30% higher in today's market.
- F. Funding towards approximately twelve (12) water main looping and upgrade projects aimed to increase water quality and pressure, estimated to cost approximately \$2 million. The design and permitting would be complete in January 2023.

Bill Battin, resident, suggested using the funding to offset the stormwater utility fee for residents.

Drew Warren, Community of Hope, requested funding to assist in paying the \$850,000 mortgage for Baywood Townhomes which provided affordable housing to the homeless.

Nathan White, resident, felt it would be appropriate to split the remaining funds between those organizations that had already been approved. The next best option would be the sewer to septic conversion.

Philip Corcoran, resident, mentioned an article from the New York Post in which Palm Bay Gardens utilized ARPA funds to build a \$16 million golf course.

Council discussed the options and asked questions of staff.

Motion by Councilman Johnson, seconded by Mayor Medina, to provide monetary assistance towards sewer to septic conversion for twenty (20) Palm Bay homeowners (\$420,000) and the remainder of the funds would be placed towards Community of Hope's project (mortgage funding). Motion carried with members voting as follows: Mayor Medina, Yea; Deputy Mayor Felix, Yea; Councilman Johnson, Yea; Councilman Foster, Yea; Councilman Filiberto, Yea.

#### **COMMITTEE AND COUNCIL REPORTS:**

Councilmembers addressed various subject matters and provided updates on activities of agencies and boards on which they served as members.

1. Councilman Johnson reappointed Conrado Martinez to the Citizens' Budget Advisory Board and reappointed Susan Connelly to the Sustainability Advisory Board.
2. Mayor Medina appointed Logan Luse to the Infrastructure Advisory and Oversight Board, Jane Higgins to the Sustainability Board, and Ethan Davis to the Youth Advisory Board.

#### **ADMINISTRATIVE AND LEGAL REPORTS:**

There were no reports.

#### **PUBLIC COMMENTS/RESPONSES:**

Individuals made general comments.

1. Bill Battin, resident, asked that Council not consider removing Public Comments section at the end of the meeting.

#### **ADJOURNMENT:**

There being no further business, the meeting adjourned at the hour of 9:14 P.M.

---

Rob Medina, MAYOR

ATTEST:

---

Terri J. Lefler, DEPUTY CITY CLERK



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Juliet Misconi, Deputy City Manager and Chief Procurement Officer

**DATE:** 1/19/2023

**RE:** Award of Bid: Road bond paving, northeast area – IFB 04-0-2023 (Ranger Construction Industries, Inc. - \$6,671,445); and approve the transfer of additional funds from the Undesignated Fund Balance in the amount of \$1,374,641 to be added to the project budget.

The Northeast Area Road Paving Project is part of the Road Bond Paving program. The Northeast Area is part of the Phase 2 program which was endorsed by the Infrastructure Advisory Board on November 22, 2021, and then approved by City Council on February 3, 2022. The project consists of Full Depth Reclamation (FDR), minor reconstruction, mill and pave and asphalt overlays within the Northeast Area in the City of Palm Bay.

Two (2) bids were received, and the Procurement Department staff have reviewed the bids for responsiveness. Public Works evaluated the bids for responsibility and ability to perform the work scope and found both the bids to be responsive. The Department found the lowest responsive bid to be acceptable.

To further engage the bidding community, Procurement held a Road Bond Paving Stakeholders meeting on December 7, 2022, in which prime bidders or subcontractors attended to discuss challenges that led to minimal responses for Road Bond Paving solicitations. First, Procurement used the attendees' contact information to update their solicitation notification list to ensure they are reaching out to the right contractors. Secondly, the stakeholder meeting attendees discussed common reasons behind limited bid responses, to include industry shortage in the supply of cement and aggregate materials, high demand for asphalt and limited number of local asphalt plants, unavailability of FDR contractors/subcontractors, and current workload of paving contractors. Public Works and Procurement are taking a phased approach to implementing modifications to the procurement phase of the road bond program, including using the FDOT bituminous price increase index, considering allowing the contractors to partially retain millings, and looking at other strategies, as determined by the City Engineer, to include reducing polymer grade requirements from certain lesser traveled roadways and changing the specification for aggregate on smaller streets, as appropriate. These changes will be considered for all road bond projects issued going forward.

The City's Engineers Estimate for the project was \$5,689,138.06. The bid from Ranger Construction Industries, Inc. is \$6,671,444.60. Rising costs of asphalt concrete and cement are the main reason for the bids coming in higher than anticipated. Public Works Engineering staff has reviewed the pay items, proposed subcontractors, and equipment list and is satisfied with the evidence provided by the contractor. Staff recommends Ranger Construction Industries, Inc. located at 4510 Glades Cutoff Road Ft. Pierce, FL 34981, the award of IFB# 04-

## 0-2023 – Road Bond Paving – Northeast Area.

Staff is requesting an additional \$1,374,641 be added to the project budget which includes the difference between the remaining budget and the bid amount as well as a 5% contingency fund to cover any unforeseen change orders which is typical for construction projects. A budget amendment will be requested moving funds from the Undesignated Fund Balance to the project. The City's Procurement Policy allows the Chief Procurement Officer to approve change orders up to 10%; any change order in excess of 10% or \$100,000, whichever is less, will be brought before Council for approval. Any funds remaining once the project has been closed will be transferred back to Road Bond fund balance.

### **REQUESTING DEPARTMENT:**

Public Works, Procurement

### **FISCAL IMPACT:**

Total project award will be \$6,671,444.60. Currently \$5,630,375 is allocated to 309-7090-541-6303/22GO06. Additional funds in the amount of \$1,374,641 are available in 309-0000-392-1001 Fund Balance/Undesignated Funds and will be transferred to 309-7090-541-6303/22GO06.

### **RECOMMENDATION:**

Motion to 1) approve award of IFB #04-0-2023 Road Bond Paving – Northeast Area to Ranger Construction Industries, Inc. located at 4510 Glades Cutoff Road Ft. Pierce, FL 34981; and 2) approve additional budget in the amount of \$1,374,641 to be transferred from 309-0000-392-1001 to 309-7090-541-6303/22GO06.

### **ATTACHMENTS:**

#### **Description**

04-0-2023 Road Bond Paving NE Area Tab Sheet



<b>IFB #04-0-2023/NC</b> <b>Road Bond Paving: Northeast Area</b>					Ranger Construction Industries, Inc.		Preferred Materials, Inc.	
					4510 Glades Cutoff Road		1806 33rd Street, Suite 150	
					Ft. Pierce, FL 34981		Orlando, FL 32839	
					772-464-6460		407-343-7445	
Red indicates extension error, corrected on this Tabulation Blue indicates changes made with addendums.					<a href="mailto:erik.jensen@rangerconstruction.com">erik.jensen@rangerconstruction.com</a> <a href="mailto:elena.arango@rangerconstruction.com">elena.arango@rangerconstruction.com</a> <a href="mailto:estimating@rangerconstruction.com">estimating@rangerconstruction.com</a>		<a href="mailto:lonnie.schaub@preferredmaterials.com">lonnie.schaub@preferredmaterials.com</a>	
Line	Item #	ITEM DESCRIPTION	Est. Annual Qty	UOM	Unit Price	Total Price	Unit Price	Total Price
1	101-1	Mobilization	1	LS	\$180,100.00	\$180,100.00	\$615,960.79	\$615,960.79
2	102-1	Maintenance of Traffic	1	LS	\$270,100.00	\$270,100.00	\$623,958.02	\$623,958.02
3	104-1	Erosion Control	1	LS	\$2,390.00	\$2,390.00	\$5,000.00	\$5,000.00
4	110-4-10	Removal of Existing Concrete	301	SY	\$11.05	\$3,326.05	\$41.75	\$12,566.75
5		Cut Back/Herbicide Spraying	45,212	LF	\$1.90	\$85,902.80	\$0.50	\$22,606.00
6		Edge Grading (2 ft wide mini)	180,848	LF	\$0.65	\$117,551.20	\$1.25	\$226,060.00
7		Patch Repair/Leveling Asphalt (10% of Thin Lift Only)	1	LS	\$35,600.00	\$35,600.00	\$71,800.47	\$71,800.47
8	160-4	Type B Stabilization	1,094	SY	\$15.40	\$16,847.60	\$10.85	\$11,869.90
9	285-706	Optional Base Group, Base group 06	1,250	SY	\$24.45	\$30,562.50	\$21.85	\$27,312.50
10		Full Depth Reclamation (FDR) and Pulverization – 8” Depth	38,197	SY	\$6.30	\$240,641.10	\$6.50	\$248,280.50
11		Cement Treated Base (2%) – Glenham Drive	113	TN	\$274.00	\$30,962.00	\$247.50	\$27,967.50
12		Asphalt Emulsion (2%) – Glenham Drive	25,993	GAL	\$4.95	\$128,665.35	\$3.85	\$100,073.05
13		Cement Treated Base (1.6%) – Pine/Oakhaven	48	TN	\$274.00	\$13,152.00	\$247.50	\$11,880.00
14		Asphalt Emulsion (1.6%) – Pine/Oakhaven	9,074	GAL	\$4.95	\$44,916.30	\$3.85	\$34,934.90
15		Cement Treated Base (1.6%) – Maplewood	16	TN	\$274.00	\$4,384.00	\$262.50	\$4,200.00
16		Asphalt Emulsion (3.2%) – Maplewood	6,931	GAL	\$4.95	\$34,308.45	\$3.90	\$27,030.90
17		Cement Treated Base (1.6%) – Sleepyhollow Area	168	TN	\$274.00	\$46,032.00	\$247.50	\$41,580.00
18		Asphalt Emulsion (3.1%) – Sleepyhollow Area	75,107	GAL	\$4.95	\$371,779.65	\$3.85	\$289,161.95
19		Cement Treated Base (3%) – Dacotah/Wipperman	47	TN	\$274.00	\$12,878.00	\$248.75	\$11,691.25
20		Asphalt Emulsion (2%) – Dacotah/Wipperman	7,140	GAL	\$4.95	\$35,343.00	\$3.85	\$27,489.00
21	327-70-5	Milling Existing Asphalt Pavement, 2" Average Depth	24,615	SY	\$5.40	\$132,921.00	\$3.94	\$96,983.10
22	327-70-6	Milling Existing Asphalt Pavement, 1-1/2" Average Depth	157,542	SY	\$4.85	\$764,078.70	\$3.31	\$521,464.02
23	334-1-13	Superpave Asphaltic Concrete, Traffic C, PG 76-22 (SP-9.5) (1" Thin Lift)	1,062	TN	\$236.10	\$250,738.20	\$301.60	\$320,299.20
24	334-1-13	Superpave Asphaltic Concrete, Traffic C, PG 76-22 (SP-9.5 (1- 1/2" Overlay)	15,524	TN	\$190.70	\$2,960,426.80	\$184.88	\$2,870,077.12
25	334-1-13	Superpave Asphaltic Concrete, Traffic C, PG 76-22 (SP-12.5 (2" Overlay)	2,708	TN	\$179.90	\$487,169.20	\$176.45	\$477,826.60
26	522-1	Concrete Sidewalk and Driveways, 4" Thick	302	SY	\$55.80	\$16,851.60	\$102.00	\$30,804.00
27	527-2	Detectable Warnings	672	SF	\$38.00	\$25,536.00	\$45.00	\$30,240.00
28	570-1-2	Performance Turf, Sod	40,288	SY	\$3.30	\$132,950.40	\$6.00	\$241,728.00
29	706-1-3	Raise Pavement Marker, Type B	1,031	EA	\$5.40	\$5,567.40	\$3.50	\$3,608.50
30	711-11-123	Thermoplastic, Standard, White, Solid, 12" for Crosswalk	1,846	LF	\$2.35	\$4,338.10	\$2.72	\$5,021.12
31	711-11-124	Thermoplastic, Standard, White, Solid, 18" for Diagonals	88	LF	\$3.90	\$343.20	\$4.08	\$359.04
32	711-11-125	Thermoplastic, Standard, White, Solid, 24" for Stop Line and Crosswalk	1,159	LF	\$8.30	\$9,619.70	\$5.44	\$6,304.96

<b>IFB #04-0-2023/NC</b> <b>Road Bond Paving: Northeast Area</b>					Ranger Construction Industries, Inc.		Preferred Materials, Inc.	
					4510 Glades Cutoff Road		1806 33rd Street, Suite 150	
					Ft. Pierce, FL 34981		Orlando, FL 32839	
					772-464-6460		407-343-7445	
Red indicates extension error, corrected on this Tabulation Blue indicates changes made with addendums.					<a href="mailto:erik.jensen@rangerconstruction.com">erik.jensen@rangerconstruction.com</a> <a href="mailto:elena.arango@rangerconstruction.com">elena.arango@rangerconstruction.com</a> <a href="mailto:estimating@rangerconstruction.com">estimating@rangerconstruction.com</a>		<a href="mailto:lonnie.schaub@preferredmaterials.com">lonnie.schaub@preferredmaterials.com</a>	
Line	Item #	ITEM DESCRIPTION	Est. Annual Qty	UOM	Unit Price	Total Price	Unit Price	Total Price
33	711-11-160	Thermoplastic, Standard, White, Message or Symbol	9	EA	\$538.00	\$4,842.00	\$140.00	\$1,260.00
34	711-11-170	Thermoplastic, Standard, White, Arrow	12	Each	\$86.10	\$1,033.20	\$50.00	\$600.00
35	711-11-224	Thermoplastic, Standard, Yellow, Solid, 18" for Diagonal	209	LF	\$3.90	\$815.10	\$4.08	\$852.72
36	711-15-101	Thermoplastic, Standard, White, Solid, 6"	17,677	LF	\$1.20	\$21,212.40	\$0.85	\$15,025.45
37	711-15-201	Thermoplastic, Standard, Yellow, Solid, 6"	26,103	LF	\$1.20	\$31,323.60	\$0.85	\$22,187.55
38		Install Speed Humps	3	Each	\$7,320.00	\$21,960.00	\$5,000.00	\$15,000.00
39		Place Compact Edge Base – Three (3) feet wide	1,228	CY	\$67.00	\$82,276.00	\$26.65	\$32,726.20
40		As-Built Plan for OBT	1	LS	\$12,000.00	\$12,000.00	\$5,000.00	\$5,000.00
<b>TOTAL ESTIMATED ANNUAL AMOUNT</b>					<b>\$6,671,444.60</b>		<b>\$7,138,791.06</b>	



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Greg Minor, Director of Parks and Facilities, Juliet Misconi, Deputy City Manager & CPO

**DATE:** 1/19/2023

**RE:** Miscellaneous: 'Cooperative Purchase', generator and fuel tank replacement, City Hall/City Hall Annex/Council Chambers (Florida Sheriff's contract) – Parks and Facilities Department (LJ Power - \$156,325).

The Parks and Facilities Department is requesting approval to purchase a replacement generator and fuel tank that serves City Hall Building B, Council Chambers and Annex. The existing generator is 15 years old and at end of useful life. This generator is in a critical location and it is imperative that emergency generator power is available to serve the City's central facilities during emergency situations and during power outages. The purchase of this equipment is included in the approved FY23 budget.

Staff is requesting approval to utilize utilizing Florida Sheriff's contract #FSA2—EQU18.0 Heavy Equipment, item #107. Total purchase price is \$156,325, which includes a load bank test and five (5) year comprehensive warranty.

In accordance with City's Code of Ordinance, Section 38.13(F)(4) Cooperative Purchases and Piggyback Purchases: The City may utilize (piggyback) a contract entered into by another governmental or public entity and provider of supplies or services required by the City, if the Chief Procurement Officer determines that it is practical and advantageous for the City to employ this method of purchase, and such contracts specify that they are cooperative procurements at the time of solicitation or the governmental entity Procurement official otherwise agrees to the use of such contract in writing. Any such contracts equal to or in excess of one hundred thousand dollars (\$100,000) shall go to the City Council for approval.

**REQUESTING DEPARTMENT:**  
Parks and Facilities, Procurement

**FISCAL IMPACT:**  
The total of Quote #221210-031-DM is \$156,325. Funding is available in Parks and Facilities Account 001-4525-519-64-01 project #22PK04.

**RECOMMENDATION:**  
Motion to approve the purchase of the generator and fuel tank replacement for City Hall/Chambers/Annex from LJ Power utilizing Florida Sheriff's contract #FSA2-EQU18.0 Heavy Equipment, item #107.

**ATTACHMENTS:**

**Description**

LJ Power Quote #221210-031-DM



Quote Number		Quote Name		Quote Date	Expiration Date		Currency
221210-031-DM		City of Palm Bay		12/21/2022	01/21/2023		USD
Salesperson		Manufacturing Plant			Quote Entered by		Contact No.
Dustin Mook		AKSA			Dustin Mook		321-544-5575
Project:					Ship To (FOB Factory):		
Emergency Operation Center – Generator with Factory Enclosure <b>Generator – FSA20-EQU18.0 HEAVY EQUIPMENT Bid Item #107</b>					Freight Included in Quote		
<u>Line No.</u>	<u>Qty</u>	<u>Part</u>	<u>Description</u>			<u>Retail Price</u>	<u>Extended Total</u>
000010	1	ULJ125 – Base Bid	125KW, 480V, 3P, Diesel Generator - Level 1 Steel Enclosure - 24 Hour, 275 Gallon, UL142, Subbase, Fuel Tank - Fuel Level Sensor - 10A Charger w/o Gauges - 200A, 80% Rated, ThermoMag, MLCB - Freight to Site - Start Up & Commissioning			\$34,100.00	\$34,100.00
000020	1	ULV350	350KW, 208V, 3P, Diesel Generator - Level 1 Aluminum Enclosure - 1200A, 80% Rated, LS/I, MLCB - Freight to Site - Start Up & Commissioning			\$45,140.00	\$45,140.00
000030	1	Tank-3	<b>CREDIT:</b> Delete Tank 125- 350KW			-\$3,200.00	-\$3,200.00
000040	1	Enclosure-4	<b>CREDIT:</b> Delete Enclosure 300- 350KW			-\$5,000.00	-\$5,000.00
000050	1	Battery Charger	<b>CREDIT:</b> Delete Battery Charger			-\$300.00	-\$300.00
000060	1	Digital Fuel	Digital Fuel Gauge Wired to Controller			\$350.00	\$350.00
000070	1	10 Amp w/ Meters	10 Ampere Battery Charger w/ Meters			\$1,000.00	\$1,000.00
000080	1	NFPA110	NFPA110 Level 1 Package			\$1,800.00	\$1,800.00
000090	1	Strip Heater	120V Strip Heater			\$750.00	\$750.00
000100	1	FDEP	FDEP Options to Fuel Tank			\$2,000.00	\$2,000.00
000110	1	208/240	Change Voltage			\$3,200.00	\$3,200.00
000120	1	DSE7420	Digital Generator Controller – MODBUS Enabled <b>DISCOUNTED 30% OFF LIST PRICE</b>			\$470.00	\$330.00
000130	1	B/O Module	Binary Output Expansion Module <b>DISCOUNTED 30% OFF LIST PRICE</b>			\$710.00	\$495.00

000140	1	Aluminum Enclosure	180MPH Wind Rated, 76 dBA Sound Attenuated, Aluminum Enclosure (205"L x 77"W x 90"H) - Recessed, EPO Switch, Mounted on Enclosure – NFPA110 - VDC Enclosure Lamps <b>DISCOUNTED 30% OFF LIST PRICE</b>	\$20,000.00	\$14,000.00
000150	1	48 Hour Fuel Tank	48 Hour, 1400 Gallon. UL142, Subbase, Diesel Fuel Tank (225"L x 75"W x 26"H) - FDEP Compliance Package - NFPA30 Vent Extension - 5 Gallon Spill Bucket - Steel - High Fuel Level Switch @90% - High Fuel Level Alarm Panel - Fuel Leak Switch - Digital Fuel Gauge <b>DISCOUNTED 30% OFF LIST PRICE</b>	\$29,360.00	\$20,550.00
000160	1	Installation	Removal of Existing 485KW Generator and Installation of New 350KW Generator - Disconnect and remove the existing generator, - Extend the existing concrete pad for the new generator. - Install generator with fuel tank. - Reuse the existing wiring for the new generator - Use all stainless hardware for securing the generator and electrical equipment. - Existing disconnects shall remain as is. - Install EPO by the ATS - Install conduit and wire for remote annunciator (approx.. 125' from the generator). <b>DISCOUNTED 30% OFF LIST PRICE</b>	\$48,730.00	\$34,110.00
<b>000170</b>	<b>1</b>	<b>TOTAL</b>	<b>DOES NOT INCLUDE TAX IF APPLICABLE</b>	<b>\$179,110.00</b>	<b>\$149,325.00</b>

OPTIONS:					
000180	1	Load Bank Test	Two (2) Hour Load Bank Test	+\$1,500.00	+\$1,500.00
000190	1	5YR-3	Five (5) Year Comprehensive Warranty – 225-350KW	+\$5,500.00	+\$5,500.00

#### EXCLUSIONS & CLARIFICATIONS:

- Permit fees are the responsibility of the City of Palm Bay
- Fuel and onsite fuel tank testing is the responsibility of the City of Palm Bay.
- Disposal of existing 485KW generator is the responsibility of the City of Palm Bay.
- NETA, Ground Fault, Dielectric, Ring Wave, Infrared Testing, and Coordination Studies performed by others.
- Generator startup, load transfer test, testing, and training will be performed in one (1) day. If a return trip is required for reasons beyond GenServe's control, it will be in addition to the price above and will be invoiced accordingly. Startups performed during normal business hours and require two (2) weeks advance notice.

\*Based on time from release to production.

<u>Model</u>	<u>Engine Manufacturer</u>	<u>Frequency / Speed (RPM)</u>	<u>Ambient (Min/Max)</u>
APD-ULV350	Volvo-Penta	60 Hz / 1800	-18 °C / 40 °C
<u>Duty / Alt Temp Rise</u>	<u>Engine Model</u>	<u>Engine Control Voltage (DC)</u>	<u>Elevation</u>
Standby / 125 °C	TAD1353GE	24	1000 Ft
<u>Genset Agency Approval</u>	<u>Engine HP</u>	<u>Fuel Type</u>	<u>Enclosure / Mount Method</u>
UL2200	611	Diesel	Aluminum Enclosed
<u>Output Rating (kw/kva)</u>	<u>Full Load Amps – (208)</u>	<u>Voltage (L-L/L-N) - Connection</u>	<u>Phase / Power Factor</u>
350KW / 437KVA	1215	208/ 120	Three/ 0.8

#### **ALTERNATOR**

Alternator Insulation: Class H  
Exciter Field Circuit Breaker: No  
Alternator Excitation: PMG – MX341

#### **ENGINE**

Engine Governor Type: Electronic  
Coolant Radiator: Unit Mounted  
Coolant Heater: 2500W 240V 1P  
Battery: 2 x 80Ah

#### **CONTROL**

Genset Controller: Non-Proprietary – DSE7420 Digital Controller – Gatewayless MODBUS Connectivity  
Controller Low Coolant Level: Yes

#### **ENCLOSURE**

Enclosure Option: Aluminum – 180 MPH Rated – Sound Attenuated – 76 dBA  
Integrated Vibro Mounts: Elastomer

#### **EXHAUST**

Exhaust Mounting Method: Internally mounted – Critical Grade

#### **POWER CONNECTION**

Circuit Breaker: #1  
Circuit Breaker Amp: 1200A  
Circuit Breaker Volt Frame: 208V  
Circuit Breaker Pole: 3 Pole  
Circuit Breaker Mount Loc.: Unit mounted

#### **Product Manuals**

Copies of Operating Manual: 1

#### **WARRANTY**

Parts Warranty: 2 Year / 2000 Hours  
Labor Warranty: 2 Year / 2000 Hours

**AKSA Power Generation** has been producing industrial generator sets with an innovative compact design and excellence in quality for over 30 years. AKSA has been providing reliable power through three main production plants and over 15 branch offices worldwide.

### General Characteristics

Model Name	APD-ULV350
Engine Make	Volvo
Engine Model	TAD1352GE
Alternator Make	Stamford
Control Panel Make & Model	DSE 7420
Frequency & Speed	60Hz, 1800rpm
Enclosure Make & Model	AKSA AUL 71/72



### Genset Rating

Engine	Alternator	Voltage	Standby Power	Power Factor	Standby Current
TAD1352GE	HCI444E (Wnd-311)	480 / 277V	350kW	0.8	526A
	HCI444E (Wnd-311)	240 / 120V	350kW	0.8	1053A
	HCI444E (Wnd-311)	208 / 120V	350kW	0.8	1215A
	HCI444E (Wnd-17)	600 / 347V	350kW	0.8	421A

### \*EPA – Certified for Emergency Stationary Applications

Stand-by Power (Maximum): Power available at variable load in the event of main power network failure. No over load is permitted.

Prime Power: Power available at variable load in lieu of a main power network. Overload of 10% is permitted for 1 hour in every 12 hours of operation.

The above ratings represent the engine performance capabilities to conditions specified in accordance with ISO 8528/5 & ISO3046.

**Derating may be required for conditions outside of the test conditions.**

### Codes & Standards

The Generator set is designed and manufactured in a facility certified to **ISO9001** standards.

The Generator set is designed and manufactured in a facility certified to **ISO14001:2015** standards.

**AKSA Power Generation** provides **single source responsibility** for the generator set & accessories.

The generator set, with its components, are **prototype tested** and **production tested** according to the UL test program.

The generator set meets **NFPA70, 99, 110, 37** Level 1 when equipped with the necessary accessories and installed per NFPA standards.



\*Manufacturer reserves the right to make changes in model, technical specifications, color, equipment and accessories without prior notice.





## Engine Data

Manufacturer	Volvo Penta
Model	TAD1352GE
Displacement & Cylinders	12.78 L / 6 Cylinders
Engine Speed	1800rpm
Engine Standby Power w/Fan	376 Kw
Engine Prime Power w/Fan	344 kW
Aspiration	Turbocharged
Compression Ratio	18.1 : 1
Bore / Stroke	131 mm / 158 mm
Effective Mean Pressure, Standby Power	2.1 Mpa
Max Combustion Pressure, Standby Power	15.8 Mpa
Total Mass Moment of Inertia	3.43 kgm <sup>2</sup>
Friction Power	44 Kw
Wet Weight – Engine Only	2921 lb
Wet Weight – GenPac	3519 lb
Engine Crankcase Vent System	Open

## Fuel System

Injection Pump Type	Delphi / E3.18
System Supply Flow	116 L/h
System Return Flow	18 L/h
Max Allowable Inlet Fuel Temp	60 °C

## Fuel Consumption

Standby Power (100%)	26.8 gal/h
Standby Power (75%)	21.0 gal/h
Standby Power (50%)	14.7 gal/h
Standby Power (25%)	8.35 gal/h

## Electric System

Voltage & Type	24V, Insulated from Earth
Alternator Make / Output	Bosch / 80A
Battery Qty, Rating	2 x 80Ah

## Cooling System

Radiator Cooling System Type	Closed Circuit
Fan Power Consumption	19 Kw
Coolant Capacity	6.34 gal
Max Top Tank Temperature	225 °F
Thermostat, Start – Fully Open	180– 198 °F

## Exhaust System

Exhaust Gas Temp	995 °F
Max Allowable Back Pressure	10 kPa
Exhaust Gas Flow	67.7 m <sup>3</sup> /min

## Air Intake System

Air Consumption	26 m <sup>3</sup> /min
Max Intake Air Restriction	5 kPa
Air Filter Type	Single Stage Paper Cartridge

## Lubrication System

Total System Capacity	9.5 gal
Sump Capacity Max / Min	7.9 gal / 5.0 gal
Max Oil Temp	266 °F
Oil Pressure at Rated Speed	54 – 75 PSI
Oil Consumption	0.013 gal/h



### Alternator Data

Manufacturer	Stamford
Standards	BS EN 60034
Control System	PMG
A.V.R.	MX341
Voltage Regulation	± 1 %
Insulation System	Class H
Protection	IP23
Rated Power Factor	0.8
Stator Winding	Double Layer Concentric
Winding Pitch	Two Thirds
Winding Leads	12
Telephone Interference	THF < 2 %
Waveform Distortion	No Load < 1.5 %
Maximum Over speed	2250 rev/min

### Battery Charger & Electrical System Data

Manufacturer	DSE
Model	BC2410Ei-02
Input Voltage	90- 305V
Output Voltage / Current	24V/ 10A

### Jacket Water Heater Data

Manufacturer	Hotstart
Model	CTM25110-N00
Input Voltage	120V
Power	2500W

### Controller Data

Manufacturer	DSE
Model	7420 MK II

### Controller Features & Benefits

Microprocessor controlled, UL & NFPA110 Compatible

License free PC Software (Non-proprietary Software)

IP65 rating offers increased resistance to water ingress

Modules can be integrated to building management systems

Real time clock provides accurate event log

Four line back-lit LCD text display

Five key menu navigation, two wire start/stop at Auto mode

Front panel editing with PIN protection

Support up to three remote display modules

Configurable timers and alarms

Multiple date and timer scheduler

Integral PLC editor

'Protections disabled' feature

Load switching (load shedding and dummy load outputs)

Fully configurable via DSE Configuration Suite PC Software

SCADA monitoring via DSE Configuration Suite PC Software

### Protection

- ✓ Gen. Voltage – under / over
- ✓ Gen. Freq. – under / over
- ✓ Engine Speed – under / over
- ✓ Engine Oil Pressure – low
- ✓ Engine Temp – low / high
- ✓ Battery Voltage – low / high
- ✓ Weak Battery
- ✓ Fail to Start / Stop
- ✓ Charge Alternator Fail
- ✓ Over Current & Load (kW/kVAr)
- ✓ Unbalanced Load
- ✓ Independent Earth Fault
- ✓ Reverse Power
- ✓ Loss of Speed Signal

### Instruments

- ✓ Gen. Voltage (L-L/L-N)
- ✓ Gen. Frequency
- ✓ Engine speed
- ✓ Oil Pressure
- ✓ Water Temperature
- ✓ Battery Voltage
- ✓ Run Time
- ✓ Phase Sequence
- ✓ Power monitoring (kWh/kVAh/kVArh)
- ✓ Power (kWh/kVAh/kVArh)
- ✓ Power Factor
- ✓ Generator Current
- ✓ Generator Load (%)
- ✓ Earth Current

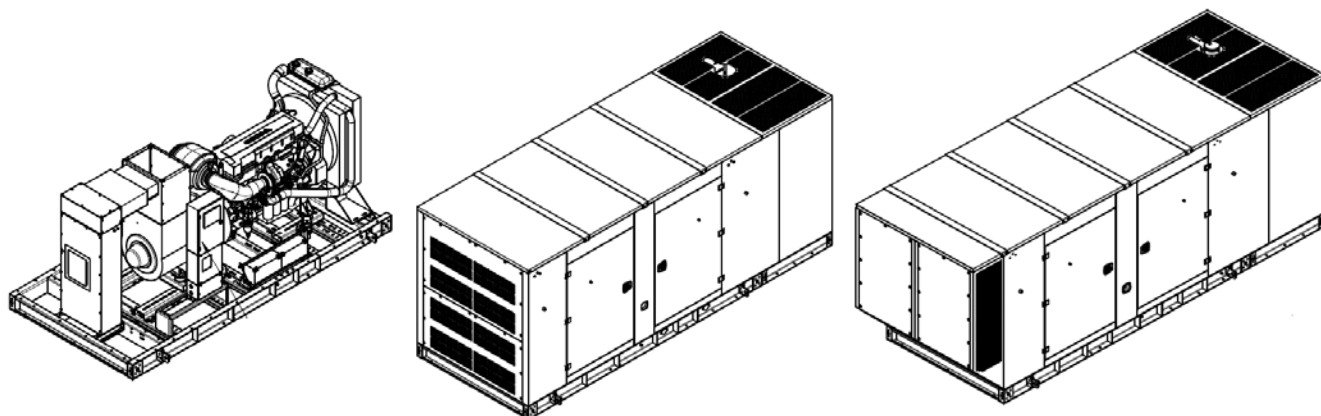
### Enclosure Features

- ✓ Heavy Duty Steel / **Aluminum Structure**
- ✓ E-Stop on Enclosure
- ✓ Control Panel Eliminated from Engine Vibrations
- ✓ Standard Sound Attenuation Foam
- ✓ Plastic Covered Corrosion Resistant Locks & Hinges

### Enclosure Features

- ✓ Internally Mounted Exhaust System with Rain Cap
- ✓ Coolant Fill Cap
- ✓ Removable Base Frame Lifting Hooks
- ✓ Oil & Coolant Drain Ports
- ✓ Easy Access for Maintenance

Open Skid Gen		Level 1 Enclosure		Level 2 Enclosure	
Length	157.5 in	Length	205 in	Length	224.6 in
Width w/o lift hooks	74.8 in	Width w/o lift hooks	77 in	Width w/o lift hooks	77 in
Height	69.6 in	Height	89.9 in	Height	89.9 in
Dry Weight	6700 lb	Dry Weight	11645 lb	Dry Weight	12020 lb
		Sound Pressure @ 7 meters	76 dB(A)	Sound Pressure @ 7 meters	74 dB(A)



### Fuel Tank - UL142 Listed Base Design

Size	24hr (665gal)	48hr (1300gal)	72hr (1780gal)
Dimensions (L/W/H) (in)	225 / 74.8 / 15	225 / 74.8 / 26	225 / 74.8 / 35
Weight (lb)	3100	3700	4350

**Standard Features & Accessories**

- ✓ UL2200 Certification
- ✓ Heavy Duty Steel Base Frame
- ✓ PMG w/MX341 AVR
- ✓ Engine Jacket Water Heater
- ✓ Battery and Battery Rack
- ✓ Battery Charger
- ✓ Anti Vibration Pads between Engine/Alternator & Base Frame
- ✓ Critical Grade Silencer Inside Enclosure
- ✓ Residential Grade Silencer Set for Open Skid Sets
- ✓ Exhaust outlet rain cap and radiator fill cap
- ✓ Sound Absorb Foam Material for Enclosure
- ✓ Emergency Stop Button
- ✓ Oil Drain Valve
- ✓ Coolant Drain Valve
- ✓ Jacket Water Heater Isolation Valves
- ✓ Flex Fuel Lines
- ✓ Air Filter Restriction Gauge
- ✓ Engine Manifold Cover
- ✓ Turbocharger Cover
- ✓ Protection Covers for Rotating Parts
- ✓ Exhaust Insulation Cover
- ✓ Enclosure DC Light
- ✓ Operations Manual
- ✓ 24 Months / 2000 hours Limited Standby Warranty

**Optional Accessories**

- ☐ Main Line CB (3 / 4 Poles – 80% / 100% rated)
- ☐ Upsize Alternator
- ☐ Voltage Regulation  $\pm 0.5\%$  w/MX321 AVR
- ☐ Anti-condensation Heater
- ☐ Sub Base Fuel Tank (UL142 / UL2085)
- ☐ Fuel Level Display & Alarm on Controller
- ☐ Low / High Fuel Alarms
- ☐ Fuel Water Separator Filter
- ☐ Auto Fuel Fill Control System
- ☐ Oil Temperature Display on Controller
- ☐ Manual Speed Adjust Rheostat
- ☐ Manual Voltage Adjust Rheostat
- ☐ Remote Annunciator Panel
- ☐ Remote Control & Monitoring Panel
- ☐ Advanced SMS Messaging
- ☐ Control Panel Heater
- ☐ Battery Disconnect Switch
- ☐ Battery Heater
- ☐ Battery Charger 10/20 Amp
- ☐ Shunt Trip / Aux Contacts
- ☐ Spring Anti-vibration Isolators
- ☐ Automatic Transfer Panel (ATS)
- ☐ 5 Years / 2000 hours Limited Comprehensive Warranty

**AKSA POWER GENERATION USA LLC**

371 Exchange Street, West Monroe,  
Louisiana, 71292

Tel: 318.855.8377 Fax: 318.855.8381

E-mail: sales@aksausa.com

AKSA Power Generation USA is a member of

**KAZANCI HOLDING****DISTRIBUTED BY:**



Whether you need better maintenance on your current emergency generator or a new diesel generator for your upcoming project, we are the backup power specialists.

With the largest network of service technicians strategically placed across our service regions, you will always have someone able to be on site for your power needs.

## EMERGENCY POWER SYSTEM MAINTENANCE, REPAIR & RENTAL

- Regular maintenance, load banking, fuel polishing, testing and services
- Minor repairs to major overhauls
- Rental generators from 20kW to 2,000kW delivered, connected, and maintained

## EMERGENCY SERVICE

- Flexibility to shift our technicians between regions to respond to natural disasters
- 110+ technicians across our service area
- 24/7/365 emergency response in 2 hours

## NON-PROPRIETARY CONTROLS UPGRADE

- You determine your service provider, not the OEM software
- Remote monitoring to respond to faults before they impact operations
- Predictive Maintenance to identify and respond to early signs of potential system failures

## GENERATOR UPGRADES

- Emissions system upgrades to meet current standards
- Bi-fuel upgrade to reduce emissions and diesel refueling during outages

## NEW EQUIPMENT SALES AND INSTALLATIONS

- Multiple OEMs to ensure the best cost, performance, and lead time for your application
- Tier 4 Final emissions systems

## EXTENSIVE GEOGRAPHIC COVERAGE

- Maintenance, repair, and emergency service through GenServe's branch network and affiliate partners

## AUTOMATED SWITCHGEAR UPGRADES

- Improved safety – eliminate manual handling of high voltage equipment
- Flexible power application to get greater benefit from smaller generators
- Opportunity to profit from peak shaving during high demand periods

## CONSULTATIVE SERVICES

- NFPA compliance and Joint Commission reporting
- Emissions recording



CONTACT US TODAY: [GENSERVEINC.COM](https://www.genserveinc.com)

**SERVICE, SALES, RENTALS**





## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Juliet Misconi, Deputy City Manager and Acting Chief Procurement Officer

**DATE:** 1/19/2023

**RE:** **Contract: Comprehensive plan update, assignment of Contract 64-0-2020 – Growth Management Department (from S&ME, Inc. to Inspire Placemaking Collective – no fiscal impact).**

On August 20, 2020, City Council awarded the contract for RFP #64-0-2020, Comprehensive Plan Update, to S&ME, Inc. for \$290,995. Since that time, S&ME has successfully performed the elements of the contract to include the Visioning Study, working towards completion of the City's Comprehensive Plan, and will soon begin updating the Land Development Code. In late December, the City was notified of a change to S&ME's corporate structure. On December 30, 2022, Inspire Placemaking Collective acquired S&ME's planning and landscape architect practices. S&ME will no longer be providing these services. The entire planning team responsible for preparing the City's Comprehensive Plan update are now with Inspire, which includes Chris Dougherty, the project manager, Nick Hill, AICP, Pat Tyjeski, AICP, Gaby Castro, AICP, Jalisa Harris, AICP, and Katie Martin, AICP. In total, Inspire Placemaking Collective has 20 employees. George Kramer, AICP, former Vice President of S&ME's Placemaking Practice, is now President of Inspire Placemaking Collective. Both companies are based out of Orlando, Florida.

Inspire Placemaking Collective furnished the City a new certificate of insurance, W-9, and form of contract assignment, which was reviewed by the City Attorney's Office. Per City Ordinance 38.20, all contracts previously approved by Council shall be placed on the City Council agenda for approval of assignments in order to provide notice to its members and the opportunity to declare a voting conflict pursuant to Fla. Stat. § 112.3143. The City Manager's Office and Procurement Department have reviewed this request and recommend approval of the assignment as the best course of action to keep the Comprehensive Plan and Land Development Code projects on schedule.

### **REQUESTING DEPARTMENT:**

City Manager's Office, Growth Management, Procurement

### **FISCAL IMPACT:**

There is no fiscal impact to this request. Funds for the contracted work are budgeted in the Growth Management Department.

### **RECOMMENDATION:**

Motion to approve the assignment of contract #64-0-2020, Comprehensive Plan Update, from S&ME, Inc. to Inspire Placemaking Collective out of Orlando, Florida.

**ATTACHMENTS:**

**Description**

**Memo of Explanation**

**Form of Contract Assignment**

**Legislative Memo 8/20/2020**



**To:** Mayor Medina and Members of the City Council  
**From:** Chris Dougherty, AICP  
**Cc:** Juliet Misconi, Deputy City Manager & Chief Procurement Officer  
**Date:** January 10, 2023  
**Subject:** S&ME Planning & Landscape Practices Now Inspire Placemaking Collective, Inc.

## Introduction

The purpose of this memorandum is to provide the background and summary of Inspire Placemaking Collective's purchase of S&ME's planning and landscape architect practices.

## Summary

On December 30, 2022, Inspire Placemaking Collective acquired S&ME's planning and landscape architect practices. S&ME will no longer be providing these services. The entire planning team responsible for preparing the City's Comprehensive Plan update are now with Inspire, which includes me as the project manager, Nick Hill, AICP, Pat Tyjeski, AICP, Gaby Castro, AICP, Jalisa Harris, AICP, and Katie Martin, AICP. In total, we have 20 employees ready to serve our clients. George Kramer, AICP, former Vice President of S&ME's Placemaking Practice, is now President of Inspire Placemaking Collective.

Both Inspire and S&ME understand the importance of the Comprehensive Planning effort already underway and will work in partnership with the City to ensure a smooth transition and timely completion of the update.

For your records, please find attached to this memorandum the Bill of Sale, W-9, Vendor Worksheet Form, Certificate of Insurance, and Exhibit D – Form of Contract Assignment.



## EXHIBIT D

### ASSIGNMENT AND ASSUMPTION OF PROFESSIONAL SERVICES AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION OF PROFESSIONAL SERVICES AGREEMENT (this “**Assignment**”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 202\_\_, by and between **S&ME, INC.**, a North Carolina corporation (“**Assignor**”), and **INSPIRE PLACEMAKING COLLECTIVE, INC.**, a Florida corporation (“**Assignee**”).

### RECITALS

**WHEREAS**, Assignor and [\_\_\_\_\_] (“**Client**”), are parties to that certain [Professional Services Agreement] dated [\_\_\_\_\_] for the provision of [\_\_\_\_\_] services thereto, and all purchase orders, task orders, or other such work authorizations thereto (collectively, the “**Agreement**”), true and correct copies of which are attached hereto as Exhibit “A”;

**WHEREAS**, Assignor and Assignee are parties to that certain Asset Purchase and Sale Agreement, dated as of December \_\_\_, 2022 (as supplemented, amended, restated or otherwise modified from time to time, the “**Purchase Agreement**”); and

**WHEREAS**, Assignor desires to assign, and Assignee desires to assume, all of Assignor’s rights, title and interest in and to the Agreement pursuant and subject to the terms of this Assignment and the Purchase Agreement.

**NOW, THEREFORE**, in consideration of the representations, warranties, covenants and agreements contained in the Purchase Agreement and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and pursuant to the Purchase Agreement, the parties hereto, intending to be legally bound, agree as follows:

1. Assignor does hereby sell, convey, transfer, assign and deliver to Assignee, and Assignee does hereby accept from Assignor, all of Assignor’s rights, title and interest in and to the Agreement.
2. Upon the terms and subject to the conditions of the Purchase Agreement, Assignee hereby assumes all rights, title, and interest of Assignor in the Agreement and agrees to be bound by and to fully perform and carry out the duties and obligations of Assignor in and relating to the Agreement from and after the date hereof.
3. The parties hereto acknowledge and agree that the representations, warranties, covenants, agreements and indemnities contained in the Purchase Agreement shall not be superseded hereby but shall remain in full force and effect to the full extent provided therein. If any conflict or inconsistency exists between the terms of this Assignment and the terms of the Purchase Agreement, the terms of the Purchase Agreement shall govern and control.
4. Assignor acknowledges and agrees that it shall do, execute, acknowledge and deliver all such further acts, deeds, transfers, assignments, conveyances and assurances for the

better assigning, granting, transferring, conveying and conferring unto Assignee, its successors, and assigns all the rights hereby granted, transferred, conveyed, assigned and delivered as Assignee or its successors or permitted assigns shall require.

5. This Assignment may be executed in two or more counterparts (including by electronic means (via facsimile, DocuSign or emailed .pdf file)), each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
6. This Assignment shall be governed by, and construed in accordance with, the Laws (without regard to the choice of Law or conflict of Law rules and principles) of the State of Delaware applicable to agreements made and to be performed entirely within such State, including all matters of construction, validity and performance.

*[Signature Page Follows]*

**IN WITNESS WHEREOF**, the undersigned do hereby execute this Assignment effective as of the day and year first above written.

**ASSIGNOR: S&ME, INC.**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ASSIGNEE: INSPIRE PLACEMAKING COLLECTIVE, INC.**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## CONSENT OF CLIENT

The undersigned, as “Client” under that certain Agreement, as more fully described above, hereby affirms and consents to the assignment and assumption of the Agreement by **S&ME, INC.** (“Assignor”) to **INSPIRE PLACEMAKING COLLECTIVE, INC.** (“Assignee”), pursuant to this Assignment, and further certifies:

1. The Agreement as set forth on Exhibit “A” attached hereto and which is made a part hereof, constitutes the entire agreement between the parties to it and has not been modified or amended.
2. The Agreement, as of the date hereof, is in full force and effect, binding and enforceable in accordance with its terms, and there are no other agreements, whether oral or written, or understandings of any nature between Client and Assignor which modify or amend the Agreement in any respect whatsoever.
3. There exists no default by Assignor or Client under the terms of the Agreement, and there are no claims, actions, suits, or proceedings pending or that have been threatened by Client against Assignor.

The person executing this consent to assignment is duly authorized and empowered in all respects to do so on behalf of the undersigned Client.

**[CLIENT NAME]**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Exhibit “A”: Agreement

**Exhibit “A”**  
**AGREEMENT**

[Attached]



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, Acting City Manager

**THRU:** Laurence Bradley, Growth Management Director; Juliet Misconi, Chief Procurement Officer

**DATE:** 8/20/2020

**RE:** Award of Proposal: Comprehensive Plan update – RFP 64-0-2020 – Growth Management Department (S&ME, Inc. - \$290,995).

At the request of the Growth Management Department, the Procurement Department issued a competitive Request for Proposals (RFP) to 1) complete a State mandated Evaluation and Appraisal Report (EAR), 2) conduct a City-wide Community Visioning Study and 3) update the City's Comprehensive Plan (Comp Plan).

Pursuant to Section 163.3191 (1) of the Florida State Statutes (FSS):

"At least once every 7 years, each local government shall evaluate its comprehensive plan to determine if plan amendments are necessary to reflect changes in state requirements in this part since the last update of the comprehensive plan, and notify the state land planning agency as to its determination."

The last time that there was a complete rewrite of the City's Comprehensive Plan (Comp Plan) was in 2001. The 2001 Comp Plan was intended to cover a ten-year period from 2001 through 2011. Thus, a complete update is overdue. Since 2011, there have only been periodic updates to the Comp Plan. There have been several additions to the Comp Plan since 2011, however most are concerning changes related to development projects. These include both changes to the Future Land Use (FLU) Map and text amendments within the Comp Plan itself. There have also been several additions to the plan as a result of required Evaluation and Appraisal Reports (EAR Amendments). The last EAR which led to an amendment to the Comp Plan was completed in 2014.

The City of Palm Bay has until March 1, 2021 to complete this requirement and report to the Florida Department of Economic Opportunity (DEO). The City's last EAR was submitted to DEO on February 21, 2014.

FSS Section 163.3191 (2) states:

"If the local government determines amendments to its comprehensive

plan are necessary to reflect changes in state requirements, the local government shall prepare and transmit within 1 year such plan amendment or amendments for review pursuant to FS 163.3184."

Once the EAR is approved and adopted by the City Council, the City shall have one (1) year to amend the Comp Plan to incorporate the required amendments into the Plan.

The EAR is a report which compares the City's existing Comp Plan against the Florida State Statutes and it specifies if there are any State requirements which must be added to the Comp Plan through a formal process of amending the Comp Plan to incorporate the required elements. FSS Section 169.3177 articulates the required and optional elements of a Comprehensive Plan. One common element that is often used by local jurisdictions to help with their Comp Plan update is a City-Wide Community Visioning Study. A Visioning Study is not a required element of a Comp Plan.

A Visioning Study is essentially a planning tool that helps establish long-term goals and objectives for a community through a public outreach and feedback process. This can include charettes, surveys, workshops, discussions with key stakeholders, etc. Most visioning studies also include conceptual design elements, growth forecasts, data analysis and needs assessments.

The basic objective of a visioning study is to provide a basis and justification for the policies and strategies that become part of the comprehensive plan. The study needs to examine 1) where are now, 2) where are we going, 3) where do we want to go, and 4) how do we get there.

In addition to amending the Comp Plan to incorporate the required elements which are established by the EAR, it is the intention of the Growth Management Department to undertake a comprehensive review and update of the entire Comp Plan. State Statutes do not require a full rewrite of the plan, the only requirement is a new EAR every seven years.

FSS Section 169.3177 states the required elements of a Comp Plan which will all be needed as part of the complete re-write. Comp Plans must cover a minimum of a ten-year period. This Comp Plan is expected to cover the period between 2021 – 2031. The required elements of a Comp Plan include:

- a. Future Land Use
- b. Transportation
- c. Utilities
- d. Conservation
- e. Recreation & Open Space
- f. Housing
- g. Coastal Management
- h. Inter-Governmental Coordination
- i. Capital Improvements

The final task that the consultant will be requested to undertake will be an overhaul of the City's Land Development Code (LDC). There are many areas of the LDC that could be improved. Also, the recommendations from the Visioning Study and the new Comprehensive Plan need to be integrated with the LDC to help ensure that what gets built in the City matches the vision of the community.

Eight (8) proposals were received in response to the RFP. The Procurement Department staff reviewed the proposals for responsiveness. The proposals were evaluated by a committee consisting of qualified staff from the Growth Management and Community & Economic Development departments, who assigned points for non-price factors such as Summary of Qualifications, Experience with Similar Projects/References and Project Approach and Timeline. Points for cost were determined by the Procurement Department. See attached Scoring-Ranking form. Although the top ranked firm scored highest in all three non-price factors, the Evaluation Team requested additional clarifications of actual copies of comprehensive plans completed and links to presentations to governing bodies previously completed by the firm and relative to the City's scope of work. After reviewing these additional documents, the Evaluation Team's scores did not change. The Evaluation Team unanimously recommended S&ME, Inc. out of Orlando, Florida as the top-ranked vendor for award.

S&ME demonstrated the ability to complete necessary tasks to complete the EAR Amendment, the Visioning Study and the Update to the Comprehensive Plan. They also have substantial experience drafting and updating Land Development Codes. They have done similar projects in Brevard County and throughout the State of Florida. Most recently, they completed a Comp Plan Update for the City of Fort Pierce. They will provide five certified planners from the American Institute of Certified Planners (AICP) as part of their project team along with other qualified professionals. Their scope of work was quite detailed, and they supplied a clear list of deliverables. The principal in charge has over 30 years' experience and the project manager has over 15 years' experience completing exactly the type of work that will be needed as part of this project.

Local Preference Class "C" was applied to one of the eight proposals, but it did not impact the outcome of the ranking.

Council approval is to enter into a multi-year Master Agreement with established hourly rates per position. The City will then negotiate detailed Task Orders with a staff and hour matrix for the tasks encompassed in the Scope of Work, to include the Evaluation and Appraisal Report (EAR); Visioning Study; and Comprehensive Plan Update. These elements may include public workshops, stakeholder interviews, and transmittal public hearings. The contract also has an option for the firm to perform Land Development Code updates. Task Orders with dollar values that require Council approval will be brought forward for consideration. The work may take up to 3 years from contract award to complete all elements, dependent on whether funding is appropriated for the tasks each year. The first year is expected to include the EAR Update and the Visioning Study. The second year will be the Comp Plan Update. Year three will be the update to the Land Development Code.

**REQUESTING DEPARTMENT:**

Growth Management, Procurement

**FISCAL IMPACT:**

The estimated budget for this project was \$300,000. Total project award will be \$290,995. This is anticipated to be a three-year project which will be funded through the Growth Management Department – Land Development Division's operating budget. There is currently (FY20) \$98,762 in the Growth Management Land Development Professional Services Line 001-3311-515.31-41. Portions unspent in FY20 will be rolled



forward as part of the project budget for FY21. Also, as part of the FY21 budget, Growth Management has requested \$150,000 be budgeted in line 001-3311-515.31-41 for this project, which when combined with current year funds will provide a total available project budget of \$248,762. As needed and depending on timing of task completion, an additional budget request will be submitted for the remaining services in FY22. The proposed project budget as proposed is comprised of the following components:

Year 1	EAR, Visioning, ½ of Public Workshops	\$92,536
Year 2	½ of Workshops, Comp Plan, Stakeholder Mtgs	\$107,595
Year 3	Public Hearings, Land Development Code Update	<u>\$90,864</u>
	Total	\$290,995

**RECOMMENDATION:**

Motion to approve award of RFP #64-0-2020, Comprehensive Plan Update to S&ME, Inc. located in Orlando, Florida and approval to enter into a multi-year Master Agreement until the full scope of work is completed.

**ATTACHMENTS:**

**Description**

**Tabulation Sheet**

**Scoring - Ranking Form**

RFP # 64-0-2020/JG Tabulation, Comp Plan Update		Environmental Planning & Design, LLC	Canin Associates, Inc.	S&ME, Inc.	Stantec Consulting Services, Inc.	Calvin, Giordano & Associates, Inc.	KCI Technologies, Inc.	Prosser, Inc.	Ecosistema Urbano, LLC
DELIVERABLE									
Task 1 - Evaluation and Appraisal Report (EAR) Timeframe for Task 1 – 4 to 7 months		\$ 13,900.00	\$ 25,000.00	\$ 15,236.00	\$ 18,000.00	\$ 15,905.00	\$ 51,220.00	\$ 89,925.00	\$ 153,600.00
Task 2 - Visioning Study Timeframe for Task 2 – 6 to 10 months		\$ 37,000.00	\$ 75,000.00	\$ 61,135.00	\$ 45,000.00	\$ 75,050.00	\$ 64,860.00	\$ 99,375.00	\$ 236,060.00
Task 3 - Comprehensive Plan (Comp Plan) Update Timeframe for Task 3 – No longer than 12 months		\$ 35,850.00	\$ 100,000.00	\$ 75,427.00	\$ 60,000.00	\$ 104,815.00	\$ 78,360.00	\$ 38,970.00	\$ 278,950.00
Public Workshops Minimum of Five (5) advertised public workshops and/or Charettes for Task 2 and Task 3		\$ 9,000.00	\$30,000 included in task 2, 3, totals	\$ 32,330.00	\$ 84,000.00	\$ 41,300.00	\$ 58,000.00	\$ 97,780.00	\$ 32,000.00
Stakeholder Interviews In-person or on-line interviews with up to 20 key stakeholders.		\$ 3,000.00	\$5,000 included in task 2, 3 totals	\$ 16,003.00	\$ 18,000.00	\$ 1,520.00	\$ 31,530.00	\$ 12,465.00	\$ 15,500.00

RFP # 64-0-2020/JG Tabulation, Comp Plan Update		Environmental Planning & Design, LLC	Canin Associates, Inc.	S&ME, Inc.	Stantec Consulting Services, Inc.	Calvin, Giordano & Associates, Inc.	KCI Technologies, Inc.	Prosser, Inc.	Ecosistema Urbano, LLC
DELIVERABLE									
Transmittal Public Hearing Public hearings with Planning and Zoning Board (PZB) and City Council		\$ 1,150.00	\$20,000 included in task 2, 3 totals	\$ 5,875.00	\$ 8,000.00	\$ 20,365.00	\$ 11,000.00	\$ 6,000.00	\$ 8,200.00
<b>Total Proposal Fee (Inclusive of all costs, including the itemized breakdown of deliverables but not limited to them)</b>		\$ 99,900.00	\$ 200,000.00	\$ 206,009.00	\$ 233,000.00	\$ 258,955.00	\$ 294,970.00	\$ 344,515.00	\$ 724,310.00
Alternate Optional Pricing		Environmental Planning & Design, LLC	Canin Associates, Inc.	S&ME, Inc.	Stantec Consulting Services, Inc.	Calvin, Giordano & Associates, Inc.	KCI Technologies, Inc.	Prosser, Inc.	Ecosistema Urbano, LLC
ITEM DESCRIPTION									
Task 4) Land Development Code Update Timeframe for Task - 4 - 7 to 10 months		\$44,500 (traditional text-based updated) to \$85,000 (form- based update)*	No bid	\$ 84,985.00	\$ 50,000.00	\$ 91,610.00	\$ 39,560.00	\$ 87,100.00	\$ 148,650.00

\*Note: range  
dependson scale of  
revisions and format

RFP # 64-0-2020/JG Standard Hourly Rate Schedule, Comp Plan Update				
Environmental Planning & Design, LLC		Canin Associates, Inc.		
POSITION	HOURLY RATE	POSITION	HOURLY RATE	HOURLY RATE
STUDIO DIRECTOR	\$155	PRINCIPAL IN CHARGE		\$150
DIRECTOR OF PLANNING & POLICY	\$125	PROJECT MANAGER/URBAN PLANNER		\$120
DIRECTOR OF LANDSCAPE ARCHITECTURE	\$110	LANDSCAPE ARCHITECT/URBAN PLANNER		\$120
DIRECTOR OF URBAN DESIGN	\$110	DESIGNER/PLANNER		\$90
ENVIRONMENTAL/COMMUNITY PLANNER	\$90	ADMINISTRATIVE		\$60
LANDSCAP DESIGNER	\$90			
SENIOR GIS ANALYST	\$75			
LANDSCAPE DESIGNER	\$75			
COMMUNITY PLANNER	\$75			

RFP # 64-0-2020/JG Standard Hourly Rate Schedule, Comp Plan Update				
S&ME, Inc.			Stantec Consulting Services, Inc.	
POSITION	HOURLY RATE	POSITION	HOURLY RATE	
RESOURCE ALLOCATION/STRATEGIC ADVISOR	\$270	PRINCIPAL in CHARGE/PROJECT ADVISOR	\$204	
PRINCIPAL-IN-CHARGE	\$205	SENIOR PLANNER I	\$165	
PROJECT MANAGER	\$145	SENIOR PLANNER II	\$174	
SENIOR REDEVELOPMENT PLANNER	\$155	SENIOR PLANNER III	\$183	
SENIOR TRANSPORTATION PLANNER	\$185	PROJECT PLANNER I	\$143	
PLANNER	\$95	PROJECT PLANNER II	\$149	
UTILITIES/STORMWATER ENGINEER	\$205	SENIOR DESIGNER/ SCIENTIST	\$183	
SENIOR ENVIRONMENTAL SCIENTIST	\$125	PROJECT DESIGNER/ SCIENTIST	\$143	
SENIOR LANDSCAPE ARCHITECT	\$160	SENIOR ENGINEER	\$183	
LANDSCAPE ARCHITECT	\$125	GIS ANALYST	\$149	
LANDSCAPE DESIGNER	\$95	PROJECT SUPPORT I	\$98	
SENIOR GRAPHIC DESIGNER	\$100	PROJECT SUPPORT II	\$123	

RFP # 64-0-2020/JG Standard Hourly Rate Schedule, Comp Plan Update			
Calvin, Giordano & Associates, Inc.		KCI Technologies, Inc.	
POSITION	HOURLY RATE	POSITION	HOURLY RATE
PLANNING ADMINISTRATOR	\$150.00	SENIOR PLANNER	\$140
PROJECT MANAGER	\$145.00	URBAN DESIGNER	\$120
PLANNER (DIRECTOR)	\$150.00	LANDSCAPE ARCHITECT	\$150
PRINCIPAL PLANNER	\$145.00	TRANSPORTATION ENGINEER	\$180
ASSOCIATE PLANNER	\$90.00	STORMWATER ENGINEER	\$150
GRAPHIC DESIGN/MEDIA	\$115.00	COASTAL MANAGEMENT CONSULTANT	\$150
CADD TECHNICIAN	\$95.00	GIS	\$95
ENVIRONMENTAL ADMINISTRATOR	\$125.00	PUBLIC OUTREACH SPECIALIST	\$95
INFRASTRUCTURE	\$175.00	PROJECT MANAGER	\$180
LANDSCAPE ARCHITECT	\$115.00	PROJECT ASSISTANT	\$70
SENIOR LANDSCAPE ARCHITECT	\$135.00		
GIS SUPPORT	\$100.00		

RFP # 64-0-2020/JG Standard Hourly Rate Schedule, Comp Plan Update				
Prosser, Inc.		Ecosistema Urbano, LLC		
POSITION	HOURLY RATE	POSITION	HOURLY RATE	
PRINCIPAL	\$210	PRINCIPAL		\$180
PROJECT MANAGER		PROJECT MANAGER		\$170
ENGINEER		SENIOR PLANNER/URBAN DESIGNER		\$150
SENIOR PLANNER & SENIOR LANDSCAPE ARCHITECT		ARCHITECT, PLANNER, URBAN DESIGNER		\$115
SENIOR GRAPHIC ARTS DIRECTOR		GRAPHIC DESIGNER		\$100
CLERICAL		DRAFT PERSON		\$90
GIS ANALYST		ADMINISTRATIVE		\$65
GIS TECHNICIAN				

RFP #64-0-2020/JG  
Comprehensive Plan Update  
Final Ranking

**CRITERIA - TOTAL 100 POINTS**

Qualifications = 20 points  
Experience with Similar Projects/References = 30 points  
Project Approach/Timeline = 30 points  
Cost = 20 points

**Local Preference**

Class "A" Vendor 10%  
Class "B" Vendor 7.5%  
Class "C" Vendor 5%  
Class "D" Vendor 0%

Short List - Oral Presentations = 10 points

EVALUATION CRITERIA	POSSIBLE POINTS	Class "D" Vendor			
		Calvin, Giordano & Associates, Inc.	Canin Associates, Inc.	Ecosistema Urbano, LLC	Class "D" Vendor Environmental Planning & Design, LLC
		1800 Eller Drive, Suite 600 Fort Lauderdale, FL 33316 954-921-7781 Marketing@cgsolutions.com	500 Delaney Avenue, Ste 404 Orlando, FL 32801 407-422-4040 bcanin@canin.com	140 Dixie Hwy Hollywood, FL 33020 929-424-1980 belindatato@ecosistemamaurbano.com	100 Ross Street, Suite 500 Pittsburgh, PA 15219 412-261-6000 andrewschwartz@epd-pgh.com
Summary of Qualifications	20	17.33	12.00	6.67	8.00
Experience with Similar Projects/Reference	30	22.00	18.00	10.00	14.00
Project Approach/Timeline	30	22.00	24.00	12.00	16.00
<b>SUBTOTAL (1) NON-PRICE FACTORS</b>	<b>80</b>	<b>61.33</b>	<b>54.00</b>	<b>28.67</b>	<b>38.00</b>
Cost	20	7.72	9.99	2.76	20.00
<b>SUBTOTAL (2) POINTS</b>	<b>100</b>	<b>69.05</b>	<b>63.99</b>	<b>31.43</b>	<b>58.00</b>
Location	10%	0%	0%	0%	0%
Additional Points		0.00	0.00	0.00	0.00
<b>SUBTOTAL (3) POINTS</b>		<b>69.05</b>	<b>63.99</b>	<b>31.43</b>	<b>58.00</b>
<b>SHORT LIST - ORAL PRESENTATIONS</b>	<b>10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL SCORE</b>	<b>110</b>	<b>69.05</b>	<b>63.99</b>	<b>31.43</b>	<b>58.00</b>

**Final Ranking**

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| 1 - S&ME, Inc.                    | 5 - Prosser, Inc.                   |
| 2 - KCI Technologies              | 6- Canin Associates                 |
| 3 - Calvin, Giordano & Associates | 7 - Environmental Planning & Design |
| 4 - Stantec Consulting Services   | 8 - Ecosistema Urbano, LLC          |



**CRITERIA - TOTAL 100 POINTS**

Qualifications = 20 points  
Experience with Similar Projects/References = 30 points  
Project Approach/Timeline = 30 points  
Cost = 20 points

Short List - Oral Presentations = 10 points

		Class "D" Vendor	Class "D" Vendor	Class "D" Vendor	Class "D" Vendor	Class "C" Vendor
		KCI Technologies, Inc.	Prosser, Inc.	S&ME, Inc.	Stantec Consulting Services, Inc.	
		6500 Andrews Avenue Fort Lauderdale, FL 33309 954-776-1616 Bruce.reed@kci.com	13901 Sutton Park Drive, South, Ste 200 Jacksonville, FL 32224 904-739-3655 sbjiss@prosserinc.com	1615 Edgewater Drive, Suite 200 Orlando, FL 32804 407-975-1273 larnold@smeinc.com	5445 Village Drive, #106 Rockledge, FL 32955 239-821-2765 Jared.beck@stantec.com	
<b>EVALUATION CRITERIA</b>		<b>POSSIBLE POINTS</b>				
Summary of Qualifications		20				
Experience with Similar Projects/Reference		30				
Project Approach/Timeline		30				
<b>SUBTOTAL (1) NON-PRICE FACTORS</b>		<b>80</b>				
Cost		20				
<b>SUBTOTAL (2) POINTS</b>		<b>100</b>				
Location		10%				
Additional Points						
<b>SUBTOTAL (3) POINTS</b>						
<b>SHORT LIST - ORAL PRESENTATIONS</b>		10				
<b>TOTAL SCORE</b>		<b>110</b>				

RFP #64-0-2020/JG  
Comprehensive Plan Update  
Cost Multiplier Calculations

COMPANY NAME	PROPOSAL COST	LOWEST COST PROPOSED	% OF LOW	MULTIPLIER	TOTAL POINTS ASSIGNED
Calvin, Giordano & Associates, Inc.	\$ 258,955.00	\$ 99,900.00	38.6%	20	7.72
Canin Associates, Inc.	\$ 200,000.00	\$ 99,900.00	50.0%	20	9.99
Ecosistema Urbano, LLC	\$ 724,310.00	\$ 99,900.00	13.8%	20	2.76
Environmental Planning & Design, LLC	\$ 99,900.00	\$ 99,900.00	100.0%	20	20.00
KCI Technologies, Inc.	\$ 294,970.00	\$ 99,900.00	33.9%	20	6.77
Prosser, Inc.	\$ 344,515.00	\$ 99,900.00	29.0%	20	5.80
S&ME, Inc.	\$ 206,009.00	\$ 99,900.00	48.5%	20	9.70
Stantec Consulting Services, Inc.	\$ 233,000.00	\$ 99,900.00	42.9%	20	8.58

RFP #64-0-2020/JG  
Comprehensive Plan Update  
Initial Scoring

<b>Summary of Qualifications = max 5 points x 4 = max 20 total</b>						
<b>COMPANY NAME</b>	<b>Laurence Bradley</b>	<b>Patrick Murphy</b>	<b>Joan Junkala</b>	<b>Average</b>	<b>Multiplier</b>	<b>TOTAL POINTS</b>
Calvin, Giordano & Associates, Inc.	5	4	4	4.33	4	17.33
Canin Associates, Inc.	4	3	2	3.00	4	12.00
Ecosistema Urbano, LLC	1	3	1	1.67	4	6.67
Environmental Planning & Design, LLC	2	3	1	2.00	4	8.00
KCI Technologies, Inc.	5	3	5	4.33	4	17.33
Prosser, Inc.	4	4	2	3.33	4	13.33
S&ME, Inc.	5	5	5	5.00	4	20.00
Stantec Consulting Services, Inc.	4	4	5	4.33	4	17.33
<b>Experience with Similar Projects/References = max 5 points x 6 = max 30 total</b>						
<b>COMPANY NAME</b>	<b>Laurence Bradley</b>	<b>Patrick Murphy</b>	<b>Joan Junkala</b>	<b>Average</b>	<b>Multiplier</b>	<b>TOTAL POINTS</b>
Calvin, Giordano & Associates, Inc.	5	3	3	3.67	6	22.00
Canin Associates, Inc.	4	3	2	3.00	6	18.00
Ecosistema Urbano, LLC	2	2	1	1.67	6	10.00
Environmental Planning & Design, LLC	3	3	1	2.33	6	14.00
KCI Technologies, Inc.	5	3	3	3.67	6	22.00
Prosser, Inc.	5	4	2	3.67	6	22.00
S&ME, Inc.	5	4	4	4.33	6	26.00
Stantec Consulting Services, Inc.	3	3	3	3.00	6	18.00
<b>Project Approach/Timeline = max 5 points x 6 = max 30 total</b>						
<b>COMPANY NAME</b>	<b>Laurence Bradley</b>	<b>Patrick Murphy</b>	<b>Joan Junkala</b>	<b>Average</b>	<b>Multiplier</b>	<b>TOTAL POINTS</b>
Calvin, Giordano & Associates, Inc.	4	4	3	3.67	6	22
Canin Associates, Inc.	4	4	4	4.00	6	24
Ecosistema Urbano, LLC	2	2	2	2.00	6	12
Environmental Planning & Design, LLC	2	3	3	2.67	6	16
KCI Technologies, Inc.	5	4	3	4.00	6	24
Prosser, Inc.	5	4	3	4.00	6	24
S&ME, Inc.	5	4	4	4.33	6	26
Stantec Consulting Services, Inc.	3	3	4	3.33	6	20

<b>TOTALS COMBINED</b>						
Calvin, Giordano & Associates, Inc.						61.33
Canin Associates, Inc.						54.00
Ecosistema Urbano, LLC						28.67
Environmental Planning & Design, LLC						38.00
KCI Technologies, Inc.						63.33
Prosser, Inc.						59.33



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Laura Clawson, Human Resources Director

**DATE:** 1/19/2023

**RE:** Resolution 2023-02, amending Resolution 2022-51, adopting Classification and Pay Plans and the Position Control Plan for employees of the City of Palm Bay (first amendment).

The following are the adjustments to the Position Control Plan for the first quarter of FY 2023:

Building Department: Reclassified two (2) filled Building Inspector Provisional's to two (2) Building Inspector I positions as employees have obtained the next level license. Reclassified one (1) filled Building Inspector I position to one (1) Building Inspector II as the employee meets the qualifications of the position. Reclassified one (1) Administrative Assistant position to an Administrative Coordinator. The position reflects the changes to the actual duties and responsibilities performed by the incumbent D. Hensel. Funding is available within the Building Department's current budget.

Finance Department: Reclassified one (1) filled Jr. Accounting Clerk position to an Accountant I position, as the prior position no longer encompasses the duties that need to be assigned. Also, this will allow the Department to have a more balanced workload and provide backup for payroll and accounts payable. Funding comes from within the Department's current budget.

Procurement Department: Reclassified one (1) vacant Procurement Agent III to a Procurement Agent I as the Department is having difficulty finding qualified applicants for the position. It's important to note that the Department is able to fill the vacancy with a qualified Procurement Agent I candidate.

Recreation Department: Reclassified one (1) filled Park Ranger/Naturalist position to a Recreation Supervisor position. Funding for this reclassification was approved in the Fiscal Year 2023 adopted budget.

Utilities Department: Reclassified one (1) filled Electrical Maintenance Foreman to an Electrical Maintenance Coordinator position to allow this position to be responsible for coordinating all maintenance and electrical tasks throughout the Utilities Department, to include special projects and contracted maintenance. Reclassified one (1) Fats, Oils, & Greases Inspector to a Utilities Compliance Inspector. Also added one (1) additional FTE for a total of two (2) Utilities Compliance Inspectors. This is due to the increase in volume of tasks assignments and infrastructure to the system. Funding was approved in the Fiscal Year 2023 adopted budget. Reclassified one (1) vacant Water Treatment Plant Operator "A" to a Water Treatment Plant Operator Trainee and reclassified one (1) vacant WW Treatment Plant Operator "B" to a WW Treatment Plant Operator "C" as the Department is

having difficulty finding qualified licensed applicants for the current vacant positions. These changes create savings in the budget as they are both lower pay grades. Reclassified one (1) Management Analyst to a Business Operations Specialist position to capture all the duties previous employees held. The position will also provide back-up to the Utilities Accountant and Logistics Manager. There is no budgetary impact as there is no change in the pay grade for the new positions. Reclassified one (1) vacant Utilities Technician I to one (1) Utilities Technician III. Employee filling this position holds the required license for the higher-level position. Funding comes from within the Department's Fiscal Year 2023 adopted budget. Transfer of one (1) filled Secretary position from the Administrative Division to the Compliance Division. This transfer will not impact the budget.

**REQUESTING DEPARTMENT:**

Utilities, Recreation, Finance, Procurement, Human Resources, Building Department

**RECOMMENDATION:**

Motion to approve the modifications to the Fiscal Year 2023 Position Control Plan.

**ATTACHMENTS:**

**Description**

FY23 Position Control Plan 1st Qtr

FY23 Gen Current Positions in Position Control

Resolution 2023-02

## FY23 Position Control Plan 1st Qtr

DEPARTMENT DIVISION POSITIONS (FTEs)	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
<b>LEGISLATIVE DEPARTMENT</b>					
Administration Division	9.00	10.00	-	10.00	1.00
<b>Department Total</b>	9.00	10.00	-	10.00	1.00
<b>OFFICE OF THE CITY MANAGER DEPT.</b>					
Administration Division	7.70	7.70	-	7.70	-
Public Information	2.00	3.00	-	3.00	1.00
<b>Department Total</b>	9.70	10.70	-	10.70	1.00
<b>OFFICE OF THE CITY ATTORNEY DEPT.</b>					
Administration Division	1.71	1.71	-	1.71	-
Risk Management Division	10.25	10.25	-	10.25	-
<b>Department Total</b>	11.96	11.96	-	11.96	-
<b>PROCUREMENT DEPARTMENT</b>					
Administration Division	7.00	7.00	-	7.00	-
<b>Department Total</b>	7.00	7.00	-	7.00	-
<b>FINANCE DEPARTMENT</b>					
Administration Division	6.00	6.00	-	6.00	-
Accounting Division	8.00	9.00	-	9.00	1.00
<b>Department Total</b>	14.00	15.00	-	15.00	1.00
<b>INFORMATION TECHNOLOGY DEPARTMENT</b>					
Administration Division	16.00	18.00	-	18.00	2.00
<b>Department Total</b>	16.00	18.00	-	18.00	2.00
<b>HUMAN RESOURCES DEPARTMENT</b>					
Administration Division	6.38	6.38	-	6.38	-
Employee Health Insurance Division	3.00	3.00	-	3.00	-
Other Employee Benefits Division	3.25	3.25	-	3.25	-
<b>Department Total</b>	12.63	12.63	-	12.63	-
<b>BUILDING DEPARTMENT</b>					
Building Division	34.00	35.68	-	35.68	1.68
<b>Department Total</b>	34.00	35.68	-	35.68	1.68
<b>GROWTH MANAGEMENT DEPARTMENT</b>					
Administration Division	1.00	1.00	-	1.00	-
Land Development Division	12.00	12.00	-	12.00	-
Code Compliance Division	8.80	8.80	-	8.80	-
<b>Department Total</b>	21.80	21.80	-	21.80	-
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT DEPARTMENT</b>					
Administration Division	7.00	7.00	-	7.00	-
Housing & Community Development	4.00	4.00	-	4.00	-
<b>Department Total</b>	11.00	11.00	-	11.00	-
<b>RECREATION DEPARTMENT</b>					
Administration Division	4.00	4.00	-	4.00	-
Recreation Programs Division	14.03	16.40	-	16.40	2.37
<b>Department Total</b>	18.03	20.40	-	20.40	2.37

DEPARTMENT	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION					
<b>POSITIONS (FTEs)</b>					
<b>PARKS &amp; FACILITIES DEPARTMENT</b>					
Administration Division	5.00	5.00	-	5.00	-
Facility Maintenance Division	14.40	15.40	-	15.40	1.00
Parks Division	32.00	32.00	-	32.00	-
<b>Department Total</b>	<b>51.40</b>	<b>52.40</b>	<b>-</b>	<b>52.40</b>	<b>1.00</b>
<b>POLICE DEPARTMENT</b>					
Executive Division	6.00	6.00	-	6.00	-
Support Services Division	34.51	34.51	-	34.51	-
Uniform Services Division	142.00	148.00	-	148.00	6.00
Investigations Division	36.00	36.00	-	36.00	-
Communications Center Division	41.50	41.50	-	41.50	-
Victim Services Unit Division	2.00	2.00	-	2.00	-
<b>Department Total</b>	<b>262.01</b>	<b>268.01</b>	<b>-</b>	<b>268.01</b>	<b>6.00</b>
<b>FIRE DEPARTMENT</b>					
Emergency Services Division	137.60	137.60	-	137.60	-
<b>Department Total</b>	<b>137.60</b>	<b>137.60</b>	<b>-</b>	<b>137.60</b>	<b>-</b>
<b>PUBLIC WORKS DEPARTMENT</b>					
Administrative Services Division	12.00	12.00	-	12.00	-
Engineering & Surveying Services Division	11.40	11.40	-	11.40	-
ROW Beautification Division	25.63	25.63	-	25.63	-
Traffic Operations Division	5.63	5.63	-	5.63	-
Infrastructure Division	18.72	18.72	-	18.72	-
Fleet Services Fund	17.50	17.50	-	17.50	-
Stormwater Utility Fund	32.41	35.41	-	35.41	3.00
<b>Department Total</b>	<b>123.29</b>	<b>126.29</b>	<b>-</b>	<b>126.29</b>	<b>3.00</b>
<b>UTILITIES DEPARTMENT</b>					
Administration Division	7.00	7.00	-	7.00	-
Utilities Customer Care Section	21.75	21.75	-	21.75	-
Business Operations Division	7.00	7.00	-	7.00	-
Engineering and Construction Division	12.00	12.00	-	12.00	-
Maintenance Section	17.34	18.34	-	18.34	1.00
Field Services Section	9.00	11.00	-	11.00	2.00
Utilities Compliance Division	8.44	9.44	1.00	10.44	2.00
Water Distribution Section	25.33	25.33	-	25.33	-
Water Plant-SRWTF Section	7.00	7.00	-	7.00	-
Water Plant-North Regional Section	9.00	9.00	-	9.00	-
Wastewater Collections Section	23.33	24.33	-	24.33	1.00
South Regional Water Reclamation Center	7.00	7.00	-	7.00	-
Wastewater Plant-North Regional Section	10.00	10.00	-	10.00	-
<b>Department Total</b>	<b>164.19</b>	<b>169.19</b>	<b>1.00</b>	<b>170.19</b>	<b>6.00</b>
<b>Citywide Total</b>	<b>903.61</b>	<b>927.66</b>	<b>1.00</b>	<b>928.66</b>	<b>25.05</b>

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>LEGISLATIVE DEPARTMENT</b>						
<b>Administration Division</b>						
	<b>001-1110-511</b>					
<u>Full-time</u>						
City Clerk*	GE-G25	1.00	1.00	-	1.00	-
Deputy City Clerk	GE-G19	1.00	1.00	-	1.00	-
Records Administrator	GE-G06	1.00	1.00	-	1.00	-
Administrative Assistant	GE-G05	1.00	1.00	-	1.00	-
Secretary	GE-G01	-	1.00	-	1.00	1.00
Sub-total:		4.00	5.00	-	5.00	1.00
<u>Elected</u>						
Mayor	MAY	1.00	1.00	-	1.00	-
Deputy Mayor	COU	1.00	1.00	-	1.00	-
Council Members	COU	3.00	3.00	-	3.00	-
Sub-total:		5.00	5.00	-	5.00	-
<b>Legislative Department Total</b>		<b>9.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>1.00</b>

\* Indicates position appointed by the City Council.



## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>OFFICE OF THE CITY MANAGER</b>						
<b>Administration Division</b>						
<u>Full-time</u>						
City Manager **	GE-G30	1.00	1.00		1.00	-
Deputy City Manager	GE-G25	1.00	2.00		2.00	1.00
Assistant to the City Manager	GE-G19	1.00	-		-	(1.00)
Government Relations Manager	GE-G14	1.00	1.00		1.00	-
Office Manager	GE-G07	1.00	1.00		1.00	-
Administrative Assistant	GE-G05	1.00	1.00		1.00	-
Sub-total:		6.00	6.00	-	6.00	-
<u>Part-time</u>						
Switchboard Operator	GP-G01	1.30	1.30		1.30	-
Support Services Clerk	GP-G01	0.40	0.40		0.40	-
Sub-total:		1.70	1.70	-	1.70	-
<b>Division total</b>		<b>7.70</b>	<b>7.70</b>	<b>-</b>	<b>7.70</b>	<b>-</b>
<b>Public Information Division</b>						
<u>Full-time</u>						
Public Information Officer	GE-G15	1.00	1.00		1.00	-
Community Information Coordinator	GE-G12	1.00	2.00		2.00	1.00
Sub-total:		2.00	3.00	-	3.00	1.00
<b>Division total</b>		<b>2.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>1.00</b>
<b>Office of the City Manager Dept. Total</b>		<b>9.70</b>	<b>10.70</b>	<b>-</b>	<b>10.70</b>	<b>1.00</b>

\*\* Indicates position appointed and salary set by the City Council.

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
OFFICE OF THE CITY ATTORNEY DEPARTMENT						
Administration Division	001-1410-514					
Full-time						
City Attorney	GE-G29	0.75	0.75		0.75	-
Sub-total:		0.75	0.75	-	0.75	-
Part-time						
Administrative Assistant PT	GP-G05	0.96	0.96		0.96	-
Sub-total:		0.96	0.96	-	0.96	-
Division total		1.71	1.71	-	1.71	-
Risk Management Division	512-1425-519					
City Attorney	GE-G29	0.25	0.25		0.25	-
Chief Deputy City Attorney	GE-G25	1.00	1.00	-	1.00	-
Deputy City Attorney	GE-G24	3.00	3.00		3.00	-
Risk Manager	GE-G19	1.00	1.00		1.00	-
Safety & Security Coordinator	GE-G10	1.00	1.00		1.00	-
Litigation Paralegal	GE-G12	1.00	1.00		1.00	-
Legal Assistant	GE-G06	1.00	1.00		1.00	-
Risk Manager Assistant	GE-G05	1.00	1.00		1.00	-
Administrative Assistant	GE-G05	1.00	1.00		1.00	-
Sub-total:		10.25	10.25	-	10.25	-
Division total		10.25	10.25	-	10.25	-
Office of the City Attorney Dept. Total		11.96	11.96	-	11.96	-

\*\*\*\*Indicates grant received for position

\* Contractural position outside of pay plan.

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>PROCUREMENT DEPARTMENT</b>						
<b>Administration Division</b>	<b>001-1510-513</b>					
<u>Full-time</u>						
Chief Procurement Officer	GE-G23	1.00	1.00		1.00	-
Procurement Manager	GE-G15	1.00	1.00		1.00	-
Support Services Coordinator	GE-G11	-	1.00		1.00	1.00
Procurement Agent III	GE-G12	-	2.00	(1.00)	1.00	1.00
Procurement Agent II	GE-G09	2.00	1.00		1.00	(1.00)
Procurement Agent I	GE-G07	2.00	1.00	1.00	2.00	-
Administrative Assistant	GE-G05	1.00	-		-	(1.00)
Sub-total:		7.00	7.00	-	7.00	-
<b>Division total</b>		7.00	7.00	-	7.00	-
<b>Procurement Department Total</b>		<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>-</b>

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>FINANCE DEPARTMENT</b>						
<b>Administration Division</b>						
	<b>001-2010-513</b>					
<u>Full-time</u>						
Finance Director	GE-G23	1.00	1.00		1.00	-
Assistant Finance Director	GE-G19	1.00	1.00		1.00	-
Budget Administrator	GE-G16		1.00		1.00	1.00
Fiscal Manager	GE-G16	1.00	-		-	(1.00)
Budget Analyst	GE-G13	1.00	1.00		1.00	-
Fiscal Analyst	GE-G12	1.00	1.00		1.00	-
Cash Management Coordinator	GE-G10	1.00	1.00		1.00	-
Sub-total:		6.00	6.00	-	6.00	-
<b>Division total</b>		6.00	6.00	-	6.00	-
<b>Accounting Division</b>						
	<b>001-2011-513</b>					
<u>Full-time</u>						
Chief Accountant	GE-G16	1.00	1.00		1.00	-
Senior Accountant	GE-G14	1.00	2.00		2.00	1.00
Paymaster	GE-G13	1.00	1.00		1.00	-
Accountant II	GE-G12	2.00	1.00		1.00	(1.00)
Payroll & Accounting Assistant	GE-G09	1.00	1.00		1.00	-
Accountant I	GE-G09	1.00	2.00	1.00	3.00	2.00
Junior Accounting Clerk	NW-W02	1.00	1.00	(1.00)	-	(1.00)
Sub-total:		8.00	9.00	-	9.00	1.00
<b>Division total</b>		8.00	9.00	-	9.00	1.00
<b>Finance Department Total</b>		<b>14.00</b>	<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>1.00</b>

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay	Amended	Adopted	Revisions	Amended	Change
DIVISION	Grade	Budget	Budget	for	Budget	from
POSITIONS (FTEs)		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
<b>INFORMATION TECHNOLOGY DEPARTMENT</b>						
<b>Administration Division</b>	<b>001-2310-519</b>					
<u>Full-time</u>						
Director of Information Technology	GE-G23	1.00	1.00		1.00	-
Network Operations Manager	GE-G15	1.00	1.00		1.00	-
Network Manager	GE-G14	1.00	1.00		1.00	-
Budget Officer	GE-G13	1.00	1.00		1.00	-
Application Analyst II	GE-G12	1.00	1.00		1.00	-
Information Security Analyst	GE-G14	-	1.00		1.00	1.00
Network Administrator	GE-G13	-	1.00		1.00	1.00
Senior Database Administrator	GE-G12	1.00	1.00		1.00	-
Systems Administrator	GE-G13	1.00	1.00		1.00	-
Telephone Administrator	GE-G11	1.00	1.00		1.00	-
Lead IT Support Specialist	GE-G11	1.00	1.00		1.00	-
Support Services Coordinator	GE-G11	-	-		-	-
Application Analyst I	GE-G10	1.00	1.00		1.00	-
IT Support Specialist III	GE-G10	2.00	2.00		2.00	-
Database Administrator	GE-G08	-	-		-	-
IT Support Specialist I	GE-G08	2.00	2.00		2.00	-
Mobile Device Support Specialist	GE-G10	1.00	1.00		1.00	-
Office Manager	GE-G07	1.00	1.00		1.00	-
Administrative Secretary	GE-G03	-	-		-	-
Sub-total:		16.00	18.00	-	18.00	2.00
<b>Information Technology Dept Totals</b>		<b>16.00</b>	<b>18.00</b>	<b>-</b>	<b>18.00</b>	<b>2.00</b>

## FY23 Position Control Plan 1st Qtr

DEPARTMENT DIVISION POSITIONS (FTEs)	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
<b>HUMAN RESOURCES DEPARTMENT</b>						
<b>Administration Division</b>			<b>001-2510-513</b>			
<u>Full-time</u>						
Human Resources Director	GE-G23	0.50	0.50		0.50	-
Assistant Human Resources Director	GE-G19	0.50	0.50		0.50	-
Sr. Human Resources Generalist	GE-G15	0.50	0.50		0.50	-
HR Employee Relations Specialist	GE-G14	0.50	0.50		0.50	-
Human Resources Generalist II	GE-G12	1.50	1.50		1.50	-
Human Resources Generalist I	GE-G10	1.00	1.00		1.00	-
Human Resources Outreach Coordinator	GE-G09	0.25	0.25		0.25	-
Human Resources Assistant	GE-G08	0.50	0.50		0.50	-
Administrative Assistant	GE-G05	0.50	0.50		0.50	-
Sub-total:		5.75	5.75	-	5.75	-
<u>Part-time</u>						
Human Resources Clerk	GP-G01	0.63	0.63	-	0.63	-
Sub-total:		0.63	0.63	-	0.63	-
<b>Division total</b>		<b>6.38</b>	<b>6.38</b>	<b>-</b>	<b>6.38</b>	<b>-</b>
<b>Health Insurance Division</b>			<b>511-2520-519</b>			
<u>Full-time</u>						
Human Resources Director	GE-G23	0.25	0.25		0.25	-
Assistant Human Resources Director	GE-G19	0.25	0.25		0.25	-
Sr. Human Resources Generalist	GE-G15	0.25	0.25		0.25	-
HR Employee Relations Specialist	GE-G14	0.25	0.25		0.25	-
Human Resources Generalist II	GE-G12	0.75	0.75		0.75	-
Human Resources Generalist I	GE-G10	0.50	0.50		0.50	-
Human Resources Outreach Coordinator	GE-G09	0.25	0.25		0.25	-
Human Resources Assistant	GE-G08	0.25	0.25		0.25	-
Administrative Assistant	GE-G05	0.25	0.25		0.25	-
Sub-total:		3.00	3.00	-	3.00	-
<b>Division total</b>		<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>
<b>Other Employee Benefits Division</b>			<b>513-2531-519</b>			
<u>Full-time</u>						
Human Resources Director	GE-G23	0.25	0.25		0.25	-
Assistant Human Resources Director	GE-G19	0.25	0.25		0.25	-
Sr. Human Resources Generalist	GE-G15	0.25	0.25		0.25	-
HR Employee Relations Specialist	GE-G14	0.25	0.25		0.25	-
Human Resources Generalist II	GE-G12	0.75	0.75		0.75	-
Human Resources Generalist I	GE-G10	0.50	0.50		0.50	-
Human Resources Outreach Coordinator	GE-G09	0.50	0.50		0.50	-
Human Resources Assistant	GE-G08	0.25	0.25		0.25	-
Administrative Assistant	GE-G05	0.25	0.25		0.25	-
Sub-total:		3.25	3.25	-	3.25	-

<b>Division total</b>	<b>3.25</b>	<b>3.25</b>	<b>-</b>	<b>3.25</b>	<b>-</b>
<b>Human Resources Department Total</b>	<b>12.63</b>	<b>12.63</b>	<b>-</b>	<b>12.63</b>	<b>-</b>

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay	Amended	Adopted	Revisions	Amended	Change
DIVISION	Grade	Budget	Budget	for	Budget	from
POSITIONS (FTEs)		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
<hr/>						
<b>Building Department</b>						
<b>Building</b>			<b>451-3120-524</b>			
<u>Full-time</u>						
Chief Building Official	GE-G23	1.00	1.00		1.00	-
Deputy Building Official	GE-G19	1.00	1.00		1.00	-
Senior Building Inspector	GE-G15	1.00	1.00		1.00	-
Senior Plans Examiner	GE-G15	1.00	1.00		1.00	-
Administrative Services Manager	GE-G10	1.00	1.00		1.00	-
Fire Plans Examiner	GE-G10	1.00	1.00		1.00	-
Plans Examiner	GE-G11	4.00	4.00		4.00	-
Administrative Coordinator	GE-G10	-	-	1.00	1.00	1.00
Building Services & Flood Plain Coord.	GE-G10	1.00	1.00		1.00	-
Community Outreach Coordinator	GE-G08	-	-		-	-
Administrative Assistant	GE-G05	2.00	2.00	(1.00)	1.00	(1.00)
Building Code Compliance Inspector	NW-W08	2.00	2.00		2.00	-
Building Inspector III	NW-W13	-	-		-	-
Building Inspector II	NW-W11	2.00	2.00	1.00	3.00	1.00
Building Inspector I	NW-W10	2.00	2.00	2.00	4.00	2.00
Building Inspector Provisional	NW-W08	6.00	6.00	(3.00)	3.00	(3.00)
Planning Specialist	NW-W07	-	-		-	-
Planning Technician	NW-W06	-	-		-	-
Sr. Permit Technician	NW-W04	1.00	1.00		1.00	-
Customer Service Representative	NW-W02	-	-		-	-
Permit Technician	NW-W02	7.00	7.00		7.00	-
Data Entry Clerk	NW-W01	1.00	1.00		1.00	-
Sub-total:		34.00	34.00	-	34.00	-
<u>Part-time</u>						
Sr. Plans Examiner PT	GE-G15	-	0.68	-	0.68	0.68
Data Entry Clerk	GP-G01	-	0.50	-	0.50	0.50
Plans Examiner	GP-G11	-	0.50	-	0.50	0.50
Sub-total:		-	1.68	-	1.68	1.68
<b>Division total</b>		<b>34.00</b>	<b>35.68</b>	<b>-</b>	<b>35.68</b>	<b>1.68</b>
<b>Building Department Total</b>		<b>34.00</b>	<b>35.68</b>	<b>-</b>	<b>35.68</b>	<b>1.68</b>



## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>GROWTH MANAGEMENT DEPARTMENT</b>						
<b>Administration</b>						
			<b>001-3310-515</b>			
<u>Full-time</u>						
Growth Management Director	GE-G23	1.00	1.00		1.00	-
Sub-total:		1.00	1.00	-	1.00	-
<b>Division total</b>		1.00	1.00	-	1.00	-
<b>Land Development</b>						
			<b>001-3311-515</b>			
<u>Full-time</u>						
Assistant Growth Mgmt Director	GE-G19	1.00	1.00	-	1.00	-
Principal Planner	GE-G14	1.00	1.00	-	1.00	-
Senior Planner	GE-G12	2.00	2.00	-	2.00	-
Planner	GE-G10	-	-	-	-	-
Office Manager	GE-G07	1.00	1.00	-	1.00	-
Administrative Secretary	GE-G03	-	-	-	-	-
GIS Technician I	NW-W08	1.00	1.00	-	1.00	-
Planning Specialist	NW-W07	4.00	4.00	-	4.00	-
Planning Technician	NW-W06	2.00	2.00	-	2.00	-
Sub-total:		12.00	12.00	-	12.00	-
<b>Division total</b>		12.00	12.00	-	12.00	-
<b>Code Compliance Division</b>						
			<b>001-3330-529</b>			
<u>Full-time</u>						
Code Compliance Supervisor	GE-G14	1.00	1.00	-	1.00	-
Code Compliance Officer	NW-W06	5.00	5.00	-	5.00	-
Secretary	NW-W01	2.00	2.00	-	2.00	-
Sub-total:		8.00	8.00	-	8.00	-
<u>Part-time</u>						
Secretary	GP-G01	0.80	0.80	-	0.80	-
Sub-total:		0.80	0.80	-	0.80	-
<b>Division total</b>		8.80	8.80	-	8.80	-
<b>GF Divisions total</b>		21.80	21.80	-	21.80	-
<b>Growth Management Department Total</b>		21.80	21.80	-	21.80	-

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>COMMUNITY AND ECONOMIC DEVELOPMENT</b>						
<b>Administration Division</b>	<b>001-3410-552</b>					
<u>Full-time</u>						
C&E Development Director	GE-G23	1.00	1.00		1.00	-
Assistant Director Of Community & Economic Devel	GE-G19	1.00	1.00		1.00	-
Economic Development Division Manager	GE-G15	1.00	1.00		1.00	-
Business Development Coordinator	GE-G08	1.00	1.00		1.00	-
Customer Account Specialist	NW-W04	3.00	3.00		3.00	-
Sub-total:		7.00	7.00	-	7.00	-
<b>Division total</b>		7.00	7.00	-	7.00	-
<b>Housing &amp; Community Development Division 001-3411-554</b>						
<u>Full-time</u>						
Housing Administrator	GE-G16	1.00	1.00		1.00	-
Sr Housing Program Specialist	GE-G14	1.00	1.00		1.00	-
Housing Program Specialist I	GE-G08	2.00	2.00		2.00	-
Sub-total:		4.00	4.00	-	4.00	-
<b>Division total</b>		4.00	4.00	-	4.00	-
<b>Community and Economic Dev. Dept</b>		<b>11.00</b>	<b>11.00</b>	<b>-</b>	<b>11.00</b>	<b>-</b>

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Proposed Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>RECREATION DEPARTMENT</b>						
<b>Administration Division</b>						
<u>Full-time</u>						
Parks and Recreation Director	GE-G23	1.00	1.00	-	1.00	-
Management Analyst	GE-G10	1.00	1.00	-	1.00	-
Community Outreach Coordinator	GE-G08	1.00	1.00	-	1.00	-
Administrative Secretary	GE-G03	1.00	1.00	-	1.00	-
Sub-total:		4.00	4.00	-	4.00	-
<b>Division total</b>		4.00	4.00	-	4.00	-
<b>Recreation Program</b>						
<u>Full-time</u>						
Recreation Division Manager	GE-G14	1.00	1.00	-	1.00	-
Park Ranger/Naturalist	GE-G08	1.00	1.00	(1.00)	-	(1.00)
Recreation Supervisor	GE-G08	2.00	3.00	1.00	4.00	2.00
Special Events Coordinator	GE-G08	1.00	1.00		1.00	-
Recreation Leader	NW-W02	2.00	4.00		4.00	2.00
Sub-total:		7.00	10.00	-	10.00	3.00
<u>Part-time</u>						
Customer Service Clerk	GP-G01	1.98	1.98	-	1.98	-
Recreation Aide PT	GP-G01	3.54	2.91	-	2.91	(0.63)
Lifeguard PT	GP-G01	1.26	1.26	-	1.26	-
Special Events Staff	GP-G01	0.25	0.25	-	0.25	-
Sub-total:		7.03	6.40	-	6.40	(0.63)
<b>Division total</b>		14.03	16.40	-	16.40	2.37
<b>Recreation Department Total</b>		18.03	20.40	-	20.40	2.37

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Amended Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>PARKS &amp; FACILITIES DEPARTMENT</b>						
<b>Administration Division</b>	<b>001-4510-519</b>					
Facilities Director	GE-G23	1.00	1.00		1.00	-
Fiscal Manager	GE-G16	1.00	1.00		1.00	-
Construction Project Manager	GE-G15	1.00	1.00		1.00	-
Accountant I	GE-G09	1.00	1.00		1.00	-
Administrative Assistant	GE-G05	1.00	1.00		1.00	-
Sub-total:		5.00	5.00	-	5.00	-
<b>Division total</b>		5.00	5.00	-	5.00	-
<b>Facility Maintenance Division</b>	<b>001-4525-519</b>					
<u>Full-time</u>						
Facilities Division Manager	GE-G17	1.00	1.00		1.00	-
Administrative Secretary	GE-G05	1.00	1.00		1.00	-
Electrician Journeyman	NB-B08	3.00	3.00		3.00	-
HVAC Journeyman	NB-B07	2.00	2.00		2.00	-
Plumber Journeyman	NB-B07	1.00	2.00		2.00	1.00
Tradesworker	NB-B06	2.00	2.00		2.00	-
Maintenance Worker II	NB-B02	3.00	3.00		3.00	-
Sub-total:		13.00	14.00	-	14.00	1.00
<u>Part-time</u>						
Maintenance Worker	GP-G01	0.70	0.70		0.70	-
Secretary	GP-G01	0.70	0.70		0.70	-
Sub-total:		1.40	1.40	-	1.40	-
<b>Division total</b>		14.40	15.40	-	15.40	1.00
<b>Parks Division</b>	<b>001-4526-572</b>					
<u>Full-time</u>						
Parks Division Manager	GE-G15	1.00	1.00		1.00	-
Parks Foreman	GE-G04	2.00	2.00		2.00	-
Landscape Technician	NB-B06	1.00	1.00		1.00	-
Tradesworker	NB-B06	2.00	2.00		2.00	-
Small Equipment Technician	NB-B02	2.00	2.00		2.00	-
Maintenance Worker II	NB-B02	2.00	2.00		2.00	-
Maintenance Worker	NB-B01	21.00	21.00		21.00	-
Inventory Control Coordinator	NW-W04	1.00	1.00		1.00	-
Sub-total:		32.00	32.00	-	32.00	-
<b>Division total</b>		32.00	32.00	-	32.00	-
<b>Parks &amp; Facilities Department Total</b>		<b>51.40</b>	<b>52.40</b>	<b>-</b>	<b>52.40</b>	<b>1.00</b>

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget	Adopted Budget	Revisions for	Amended Budget	Change from
DIVISION		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
POSITIONS (FTEs)						
<b>POLICE DEPARTMENT</b>						
<b>Executive Division</b>						
			<b>001-5010-521</b>			
<u>Full-time</u>						
Police Chief	GE-G23	1.00	1.00		1.00	-
Deputy Police Chief	GE-G19	1.00	1.00		1.00	-
Budget Officer-Police	GE-G13	1.00	1.00		1.00	-
Project Specialist	GE-G08	1.00	1.00		1.00	-
Office Manager	GE-G07	1.00	1.00		1.00	-
Sergeant	FOP-SGT	1.00	1.00		1.00	-
Sub-total:		6.00	6.00	-	6.00	-
<b>Division total</b>		6.00	6.00	-	6.00	-
<b>Support Services Division</b>						
			<b>001-5011-521</b>			
<u>Full-time</u>						
Police Commander	GE-G17	1.00	1.00		1.00	-
Community Services Administrator	GE-G15	1.00	1.00		1.00	-
Logistics Manager	GE-G12	1.00	1.00		1.00	-
Records Supervisor	GE-G08	1.00	1.00		1.00	-
Section Supervisor	GE-G06	1.00	1.00		1.00	-
Administrative Secretary	GE-G03	1.00	1.00		1.00	-
Lieutenant	FOP-LTN	1.00	1.00		1.00	-
Sergeant	FOP-SGT	1.00	1.00		1.00	-
Police Officer	FOP-PO	3.00	3.00		3.00	-
Shooting Range Maintenance Worker	NB-B01	1.00	1.00		1.00	-
Training Coordinator	NW-W05	1.00	1.00		1.00	-
Material Management Technician	NW-W04	5.00	5.00		5.00	-
Records Specialist	NW-W04	7.00	7.00		7.00	-
Sub-total:		25.00	25.00	-	25.00	-
<u>Part-time</u>						
Administrative Secretary	GP-G03	0.66	0.66		0.66	-
School Crossing Guard Supervisor	GP-G03	0.80	0.80		0.80	-
School Crossing Guard	GP-G01	8.05	8.05		8.05	-
Sub-total:		9.51	9.51	-	9.51	-
<b>Division total</b>		34.51	34.51	-	34.51	-
<b>Uniform Services Division</b>						
			<b>001-5012-521</b>			
<u>Full-time</u>						
Police Commander	GE-G17	2.00	2.00		2.00	-
Administrative Secretary	GE-G03	1.00	1.00		1.00	-
Lieutenant	FOP-LTN	5.00	5.00		5.00	-
Sergeant	FOP-SGT	15.00	15.00		15.00	-

DEPARTMENT	Pay Grade	Amended Budget	Adopted Budget	Revisions for	Amended Budget	Change from
DIVISION		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
<b>POSITIONS (FTEs)</b>						
Police Officer	FOP-PO	115.00	121.00		121.00	6.00
Desk Booking Specialist II	NW-W07	4.00	4.00		4.00	-
Sub-total:		142.00	148.00	-	148.00	6.00
<b>Division total</b>		142.00	148.00	-	148.00	6.00
<b>Investigations Division 001-5013-521</b>						
<u>Full-time</u>						
Police Commander	GE-G17	1.00	1.00		1.00	-
Crime Analyst	GE-G06	2.00	2.00		2.00	-
Lieutenant	FOP-LTN	2.00	2.00		2.00	-
Sergeants	FOP-SGT	4.00	4.00		4.00	-
Police Officer	FOP-PO	23.00	23.00		23.00	-
Crime Scene Technician I	NW-W05	4.00	4.00		4.00	-
Sub-total:		36.00	36.00	-	36.00	-
<b>Division total</b>		36.00	36.00	-	36.00	-
<b>Communications Center Division 001-5019-521</b>						
<u>Full-time</u>						
Communications Division Manager	GE-G15	1.00	1.00	-	1.00	-
Communication Shift Supervisor	NW-W10	3.00	3.00	-	3.00	-
Communications Officer	NW-W06	37.00	37.00		37.00	-
Sub-total:		41.00	41.00	-	41.00	-
<u>Part-time</u>						
Communications Officer	GP-W06	0.50	0.50		0.50	-
Sub-total:		0.50	0.50	-	0.50	-
<b>Division total</b>		41.50	41.50	-	41.50	-
<b>Victim Services Division 001-5025-521</b>						
<u>Full-time</u>						
Victim Advocate	GE-G05	2.00	2.00		2.00	-
Sub-total:		2.00	2.00	-	2.00	-
<b>Division total</b>		2.00	2.00	-	2.00	-
<b>Police Department Total</b>		<b>262.01</b>	<b>268.01</b>	<b>-</b>	<b>268.01</b>	<b>6.00</b>

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>FIRE DEPARTMENT</b>						
<b>Emergency Services Bureau</b>	<b>001-6012-522</b>					
<u>Full-time</u>						
Fire Chief	GE-G23	1.00	1.00		1.00	-
Assistant Fire Chief	GE-G19	2.00	2.00		2.00	-
Division Chief	GE-G17	2.00	2.00		2.00	-
Assistant Fire Marshal	GE-G14	1.00	1.00		1.00	-
Logistics Manager	GE-G12	1.00	1.00		1.00	-
Operations Manager	GE-G12	1.00	1.00		1.00	-
Support Services Coordinator	GE-G11	1.00	1.00		1.00	-
Billing & Collections Coordinator	GE-G08		-	1.00	1.00	1.00
Administrative Secretary	GE-G03	1.00	1.00		1.00	-
Fire District Chief	IAFF-AC	7.00	7.00		7.00	-
Lieutenant	IAFF-Z	24.00	24.00		24.00	-
Driver Engineer	IAFF-U	30.00	30.00		30.00	-
Prot Breathing App Tech	IAFF-U	1.00	1.00		1.00	-
Firefighter	IAFF-O	61.00	61.00		61.00	-
Fire Inspector	IAFF-N	2.00	2.00		2.00	-
Records Comp/Anls Supervisor	NW-W06	1.00	1.00	(1.00)	-	(1.00)
Inventory Control Coord	NW-W04	1.00	1.00		1.00	-
Sub-total:		137.00	137.00	-	137.00	-
<u>Part-time</u>						
Fire Analyst	GP-G12	0.60	0.60		0.60	-
Sub-total:		0.60	0.60	-	0.60	-
<b>Division total</b>		137.60	137.60	-	137.60	-
<b>Fire Department Total</b>		137.60	137.60	-	137.60	-

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
<b>PUBLIC WORKS DEPARTMENT</b>						
<b>Administrative Services Division</b>						
			<b>001-7011-541</b>			
<u>Full-time</u>						
Public Works Director	GE-G23	1.00	1.00		1.00	-
Assistant Public Works Director	GE-G19	1.00	1.00		1.00	-
Business Operations Division Manager	GE-G15	1.00	1.00		1.00	-
Public Works Accountant	GE-G12	1.00	1.00		1.00	-
Public Works Accounting Specialist	GE-G08	1.00	1.00		1.00	-
Administrative Assistant	GE-G05	3.00	3.00		3.00	-
Engineer Technician III	NW-W07	2.00	2.00		2.00	-
Inventory Control Coordinator	NW-W04	1.00	1.00		1.00	-
Customer Service Representative	NW-W02	1.00	1.00		1.00	-
Sub-total:		12.00	12.00	-	12.00	-
<b>Division total</b>		12.00	12.00	-	12.00	-
<b>Engineering &amp; Surveying Services Division</b>						
			<b>001-7013-541</b>			
<u>Full-time</u>						
City Engineer	GE-G18	1.00	1.00		1.00	-
City Surveyor	GE-G14	1.00	1.00		1.00	-
Surveying Superintendent	GE-G11	1.00	1.00		1.00	-
Survey Party Chief	GE-G06	1.00	1.00		1.00	-
Engineering Inspector	NW-W08	3.00	3.00		3.00	-
GIS Technician I	NW-W08	1.00	1.00		1.00	-
Engineering Technician II	NW-W07	3.00	3.00		3.00	-
Sub-total:		11.00	11.00	-	11.00	-
<u>Part-Time</u>						
Land Acquisition Coordinator	GP-G10	0.40	0.40	-	0.40	-
Sub-total:		0.40	0.40	-	0.40	-
<b>Division total</b>		11.40	11.40	-	11.40	-
<b>ROW Beautification Division</b>						
			<b>001-7017-541</b>			
<u>Full-time</u>						
Operations Supervisor	GE-G10	1.00	1.00	-	1.00	-
Operations Foreman	GE-G04	1.00	1.00	-	1.00	-
Heavy Equipment Operator I	NB-B02	9.00	9.00	-	9.00	-
Maintenance Worker	NB-B01	14.00	14.00	-	14.00	-
Sub-total:		25.00	25.00	-	25.00	-
<u>Part-Time</u>						
Heavy Equipment Operator I	GP-G02	0.63	0.63	-	0.63	-



DEPARTMENT	Pay Grade	Amended Budget	Adopted Budget	Revisions for	Amended Budget	Change from
DIVISION		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
POSITIONS (FTEs)						
Sub-total:		0.63	0.63	-	0.63	-
<b>Division total</b>		<b>25.63</b>	<b>25.63</b>	<b>-</b>	<b>25.63</b>	<b>-</b>
<b>Traffic Operations Division</b>						
<u>Full-time</u>						
Operations Superintendent	GE-G11	1.00	1.00	-	1.00	-
Sign & Traffic Technician	NB-B03	4.00	4.00	-	4.00	-
Sub-total:		5.00	5.00	-	5.00	-
<u>Part-Time</u>						
Sign & Traffic Technician	GP-G03	0.63	0.63	-	0.63	-
Sub-total:		0.63	0.63	-	0.63	-
<b>Division total</b>		<b>5.63</b>	<b>5.63</b>	<b>-</b>	<b>5.63</b>	<b>-</b>
<b>Infrastructure Division</b>						
<u>Full-time</u>						
Construction Project Manager	GE-G15	1.00	1.00	-	1.00	-
Operations Supervisor	GE-G10	1.00	1.00	-	1.00	-
Heavy Equipment Operator II	NB-B05	5.19	5.19	-	5.19	-
Heavy Equipment Operator I	NB-B02	1.00	1.00	-	1.00	-
Maintenance Worker	NB-B01	9.00	9.00	-	9.00	-
Senior Engineering Inspector	NW-W12	1.00	1.00	-	1.00	-
Sub-total:		18.19	18.19	-	18.19	-
<u>Part-Time</u>						
Heavy Equipment Operator I	GP-G02	0.53	0.53	-	0.53	-
Sub-total:		0.53	0.53	-	0.53	-
<b>Division total</b>		<b>18.72</b>	<b>18.72</b>	<b>-</b>	<b>18.72</b>	<b>-</b>
<b>GF Divisions total</b>		<b>73.38</b>	<b>73.38</b>	<b>-</b>	<b>73.38</b>	<b>-</b>
<b>Fleet Services Division</b>						
<u>Full-time</u>						
Fleet Services Manager	GE-G15	1.00	1.00		1.00	-
Fleet Services Supervisor	GE-G08	2.00	2.00		2.00	-
Accounting/Procurement Assistant	GE-G08	1.00	1.00		1.00	-
Heavy Equipment Technician	NB-B07	6.00	6.00		6.00	-
Light Equipment Technician	NB-B03	6.00	6.00		6.00	-
Parts Inventory Specialist	NB-B03	1.00	1.00		1.00	-
Sub-total:		17.00	17.00	-	17.00	-
<u>Part-Time</u>						
Stock Clerk	GP-G01	0.50	0.50	-	0.50	-
Sub-total:		0.50	0.50	-	0.50	-

DEPARTMENT	Pay Grade	Amended Budget	Adopted Budget	Revisions for	Amended Budget	Change from
DIVISION		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
POSITIONS (FTEs)						
Fleet Division total		17.50	17.50	-	17.50	-
SWU Engineering & Surveying		461-7081-541				
Full-time						
Engineer III	GE-G15	2.00	2.00	-	2.00	-
Engineer II	GE-G14	1.00	1.00	-	1.00	-
Engineer I	GE-G13	1.00	1.00	-	1.00	-
Survey Party Chief	GE-G06	1.00	1.00	-	1.00	-
Survey Transit Operator	NB-B03	2.00	2.00	-	2.00	-
Rod & Chain Worker	NB-B01	1.00	1.00	-	1.00	-
Engineering Assistant	NW-W08	2.00	2.00	-	2.00	-
Sub-total:		10.00	10.00	-	10.00	-
Part-Time						
GIS Technician I - PT	GP-G08	0.60	0.60	-	0.60	-
Sub-total:		0.60	0.60	-	0.60	-
Division total		10.60	10.60	-	10.60	-
SWU Customer Service		461-7082-541				
Full-time						
Operations Division Manager	GE-G15	1.00	1.00		1.00	-
Engineering Inspector	NW-W08	4.00	4.00		4.00	-
Customer Service Representative	NW-W02	1.00	1.00		1.00	-
Sub-total:		6.00	6.00	-	6.00	-
Division total		6.00	6.00	-	6.00	-
SWU Physical Environment		461-7083-538				
Full-time						
Operations Supervisor	GE-G10	1.00	1.00		1.00	-
Heavy Equipment Operator II	NB-B05	2.00	3.00		3.00	1.00
Heavy Equipment Operator I	NB-B02	2.00	4.00		4.00	2.00
Sub-total:		5.00	8.00	-	8.00	3.00
Division total		5.00	8.00	-	8.00	3.00
SWU Infrastructure		461-7084-541				
Full-time						
Heavy Equipment Operator II	NB-B05	1.81	1.81	-	1.81	-
Heavy Equipment Operator I	NB-B02	2.00	2.00	-	2.00	-
Maintenance Worker	NB-B01	7.00	7.00	-	7.00	-
Sub-total:		10.81	10.81	-	10.81	-
Division total		10.81	10.81	-	10.81	-
SWU Fund total		32.41	35.41	-	35.41	3.00

DEPARTMENT	Pay Grade	Amended Budget	Adopted Budget	Revisions for	Amended Budget	Change from
DIVISION		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
POSITIONS (FTEs)						
Public Works Department Total		123.29	126.29	-	126.29	3.00

## FY23 Position Control Plan 1st Qtr

DEPARTMENT	Pay Grade	Amended Budget	Adopted Budget	Revisions for	Amended Budget	Change from
DIVISION		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
POSITIONS (FTEs)						
<b>UTILITIES DEPARTMENT</b>						
<b>Administration Division</b>			<b>421-8010-536</b>			
<u>Full-time</u>						
Utilities Director	GE-G23	1.00	1.00	-	1.00	-
Assistant Utilities Director	GE-G19	1.00	1.00	-	1.00	-
Administrative Coordinator	GE-G10	1.00	1.00	-	1.00	-
Administrative Assistant	GE-G05	2.00	2.00	-	2.00	-
Secretary	NW-W01	2.00	2.00	-	2.00	-
Sub-total:		7.00	7.00	-	7.00	-
<b>Division total</b>		7.00	7.00	-	7.00	-
<b>Utilities Customer Care Section</b>			<b>421-8011-536</b>			
<u>Full-time</u>						
Utilities Customer Care Manager	GE-G14	1.00	1.00	-	1.00	-
Utilities Billing & Collections Supervisor	GE-G10	1.00	1.00		1.00	-
Utilities Customer Care Supervisor	GE-G08	2.00	2.00		2.00	-
Utilities Billing & Collections Specialist	NW-W05	6.00	6.00	-	6.00	-
Utilities Customer Care Specialist	NW-W04	10.00	10.00	-	10.00	-
Cashier	NW-W02	1.00	1.00	-	1.00	-
Sub-total:		21.00	21.00	-	21.00	-
<u>Part-time</u>						
Cashier	GP-G02	0.75	0.75	-	0.75	-
Sub-total:		0.75	0.75	-	0.75	-
<b>Division total</b>		21.75	21.75	-	21.75	-
<b>Business Operations Division</b>			<b>421-8012-536</b>			
<u>Full-time</u>						
Business Operations Division Mgr	GE-G15	1.00	1.00		1.00	-
Accountant II	GE-G12	1.00	1.00		1.00	-
Logistics Manager	GE-G12	1.00	1.00		1.00	-
Utilities Accountant	GE-G12	1.00	1.00		1.00	-
Business Operations Specialist	GE-G10		-	1.00	1.00	1.00
Management Analyst	GE-G10	1.00	1.00	(1.00)	-	(1.00)
Parts Inventory Specialist	NB-B03	1.00	1.00		1.00	-
Records Specialist	NW-W04	1.00	1.00		1.00	-
Sub-total:		7.00	7.00	-	7.00	-
<b>Division total</b>		7.00	7.00	-	7.00	-
<b>Engineering and Construction Division</b>			<b>421-8013-536</b>			
<u>Full-time</u>						
Utilities Engineer	GE-G21	1.00	1.00		1.00	-
Utilities Project Manager	GE-G14	2.00	2.00		2.00	-
Engineer I	GE-G13	1.00	1.00		1.00	-
GIS Manager	GE-G14	1.00	1.00		1.00	-

DEPARTMENT	Pay Grade	Amended Budget	Adopted Budget	Revisions for	Amended Budget	Change from
DIVISION		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
<b>POSITIONS (FTEs)</b>						
Asset Management Specialist	GE-G08	1.00	1.00		1.00	-
Database Administrator - CMMS	GE-G08	1.00	1.00		1.00	-
GIS Technician II	NW-W09	1.00	1.00		1.00	-
GIS Technician I	NW-W08	1.00	1.00		1.00	-
Utilities Inspector	NW-W08	3.00	3.00		3.00	-
Sub-total:		12.00	12.00	-	12.00	-
<b>Division total</b>		12.00	12.00	-	12.00	-

#### Maintenance Section

**421-8014-536**

##### Full-time

Operations Division Manager	GE-G15	0.34	0.34		0.34	-
Electrical Maintenance Coordinator	GE-G12		-	1.00	1.00	1.00
Electrical Maintenance Foreman	GE-G12	1.00	1.00	(1.00)	-	(1.00)
Electrician Journeyman	NB-B08	1.00	1.00		1.00	-
Electrical Technician II	NB-B06	1.00	1.00		1.00	-
Electrical Technician I	NB-B04	2.00	2.00		2.00	-
Maintenance Mechanic	NB-B04	8.00	8.00		8.00	-
Utilities Technician I	NB-B01	4.00	5.00		5.00	1.00
Sub-total:		17.34	18.34	-	18.34	1.00

**Division Subtotal:**

17.34	18.34	-	18.34	1.00
-------	-------	---	-------	------

#### Field Services Section

**421-8016-536**

##### Full-time

Field Services Superintendent	GE-G14	1.00	1.00		1.00	-
Field Service Representative	NB-B02	8.00	10.00		10.00	2.00
Sub-total:		9.00	11.00	-	11.00	2.00

**Division total**

9.00	11.00	-	11.00	2.00
------	-------	---	-------	------

#### Utilities Compliance Division

**421-8017-536**

##### Full-time

Utilities Compliance Division Manager	GE-G15	1.00	1.00		1.00	-
Utilities Compliance Specialist	GE-G10	1.00	1.00		1.00	-
Utilities Community Outreach Coord.	GE-G08	1.00	1.00		1.00	-
Line Location Technician	NB-B03	2.00	2.00		2.00	-
Backflow Prevention Technician I	NB-B02	1.00	1.00		1.00	-
Water Quality Technician	NB-B02	1.00	2.00		2.00	1.00
Fats, Oils, & Grease Inspector	NW-W10	1.00	1.00	(1.00)	-	(1.00)
Utilities Compliance Inspector	NW-W10		-	2.00	2.00	2.00
Sub-total:		8.00	9.00	1.00	10.00	2.00

##### Part-time

Utilities Intern (Heritage High)	GP-G01	0.44	0.44	-	0.44	-
Sub-total:		0.44	0.44	-	0.44	-

**Division total**

8.44	9.44	1.00	10.44	2.00
------	------	------	-------	------

#### Water-Distribution Section

**421-8020-533**

DEPARTMENT	Pay Grade	Amended Budget	Adopted Budget	Revisions for	Amended Budget	Change from
DIVISION		FY 2022	FY 2023	FY 2023	FY 2023	FY 2022
<b>POSITIONS (FTEs)</b>						
<u>Full-time</u>						
Operations Division Manager	GE-G15	0.33	0.33		0.33	-
Water Distribution Superintendent	GE-G14	1.00	1.00		1.00	-
Utilities Foreman	GE-G06	4.00	4.00		4.00	-
Utiities Technician III	NB-B03	-	-	1.00	1.00	1.00
Heavy Equipment Operator I	NB-B02	2.00	2.00		2.00	-
Utiities Technician II	NB-B02	2.00	2.00		2.00	-
Utiities Technician I	NB-B01	16.00	16.00	(1.00)	15.00	(1.00)
Sub-total:		25.33	25.33	-	25.33	-
Division Subtotal:		25.33	25.33	-	25.33	-
<b>Water Plant - SRWTF Section</b>						
<b>421-8023-533</b>						
<u>Full-time</u>						
Water Plant Superintendent	GE-G14	1.00	1.00		1.00	-
Treatment Plant Operator Dual Cert.	NB-B08	2.00	2.00		2.00	-
Treatment Plant Operator "A"	NB-B07	-	-		-	-
Treatment Plant Operator "B"	NB-B06	1.00	1.00		1.00	-
Treatment Plant Operator "C"	NB-B04	3.00	3.00		3.00	-
Sub-total:		7.00	7.00	-	7.00	-
Division total		7.00	7.00	-	7.00	-
<b>Water Plant - NR Section</b>						
<b>421-8024-533</b>						
<u>Full-time</u>						
Water Plant Superintendent	GE-G14	1.00	1.00		1.00	-
Treatment Plant Operator "A"	NB-B07	5.00	5.00	(1.00)	4.00	(1.00)
Treatment Plant Operator "B"	NB-B06	1.00	1.00		1.00	-
Treatment Plant Operator "C"	NB-B04	2.00	2.00		2.00	-
Treatment Plant Operator "Trainee"	NB-B02	-	-	1.00	1.00	1.00
Sub-total:		9.00	9.00	-	9.00	-
Division total		9.00	9.00	-	9.00	-
<b>Wastewater-Collection Section</b>						
<b>421-8030-535</b>						
<u>Full-time</u>						
Operations Division Manager	GE-G15	0.33	0.33		0.33	-
Wastewater Collection Superintendent	GE-G14	1.00	1.00		1.00	-
Utilities Foreman	GE-G06	3.00	3.00		3.00	-
Electrical Technician II	NB-B06	1.00	1.00		1.00	-
Heavy Equipment Operator II	NB-B05	1.00	1.00		1.00	-
Electrical Technician I	NB-B04	2.00	3.00		3.00	1.00
Maintenance Mechanic	NB-B04	4.00	4.00		4.00	-
Camera Truck Operator	NB-B03	1.00	1.00		1.00	-
Utiities Technician II	NB-B02	5.00	5.00		5.00	-
Utiities Technician I	NB-B01	5.00	5.00		5.00	-
Sub-total:		23.33	24.33	-	24.33	1.00
Division Subtotal:		23.33	24.33	-	24.33	1.00
<b>South Regional Water Reclamation</b>						
<b>421-8033-535</b>						
<u>Full-time</u>						

DEPARTMENT	Pay Grade	Amended Budget FY 2022	Adopted Budget FY 2023	Revisions for FY 2023	Amended Budget FY 2023	Change from FY 2022
DIVISION						
POSITIONS (FTEs)						
Wastewater Plant Superintendent	GE-G14	1.00	1.00		1.00	-
Treatment Plant Operator "A"	NB-B07	2.00	2.00		2.00	-
Treatment Plant Operator "B"	NB-B06	1.00	1.00		1.00	-
Treatment Plant Operator "C"	NB-B04	2.00	2.00		2.00	-
Treatment Plant Operator "Trainee"	NB-B02	1.00	1.00		1.00	-
Sub-total:		7.00	7.00	-	7.00	-
Division total		7.00	7.00	-	7.00	-
Wastewater Plant - NR Section						
Full-time						
Wastewater Plant Superintendent	GE-G14	1.00	1.00		1.00	-
Treatment Plant Operator "A"	NB-B07	3.00	3.00		3.00	-
Treatment Plant Operator "B"	NB-B06	2.00	2.00	(1.00)	1.00	(1.00)
Treatment Plant Operator "C"	NB-B04	3.00	3.00	1.00	4.00	1.00
Treatment Plant Operator "Trainee"	NB-B02	1.00	1.00		1.00	-
Sub-total:		10.00	10.00	-	10.00	-
Division total		10.00	10.00	-	10.00	-
Utilities Department Total		164.19	169.19	1.00	170.19	6.00

### FY23 Position Control Plan 1st Qtr

Full-Time Equivalents by Dept	FY 22	FY 23	Difference
Legislative	9.00	10.00	1.00
City Manager's Office	9.70	10.70	1.00
City Attorney's Office	11.96	11.96	0.00
Procurement	7.00	7.00	0.00
Finance	14.00	15.00	1.00
Information Technology	16.00	18.00	2.00
Human Resources	12.63	12.63	0.00
Building	34.00	35.68	1.68
Growth Management	21.80	21.80	0.00
Community & Economic Dev.	11.00	11.00	0.00
Recreation	18.03	20.40	2.37
Parks & Facilities	51.40	52.40	1.00
Police	262.01	268.01	6.00
Fire	137.60	137.60	0.00
Public Works	123.29	126.29	3.00
Utilities	164.19	170.19	6.00
<b>Total FTE's</b>	<b>903.61</b>	<b>928.66</b>	<b>25.05</b>

Contract/Group	Contract Dates	FY 22	FY 23	Difference
NAGE Blue	10/01/22-09/30/25	210.00	221.00	11.00
NAGE White	10/01/22-09/30/25	150.00	149.00	(1.00)
Police Officer	10/01/21-09/30/24	141.00	147.00	6.00
Police Sergeant	10/01/21-09/30/24	21.00	21.00	-
Police Lieutenant	10/01/21-09/30/24	8.00	8.00	-
Police Command	N/A	5.00	5.00	-
Fire Rank & File	10/01/21-09/30/24	115.00	115.00	-
Fire Supervisors	10/01/21-09/30/24	10.00	10.00	-
General 1	N/A	23.00	24.00	1.00
General 2	N/A	33.00	32.00	(1.00)
General 3	N/A	155.00	163.00	8.00
Part-Time/Council/Emeritus*	N/A	32.61	33.66	1.05
*includes Councilmembers even though FT/PT Citywide includes them in FT for benefits reasons	<b>Total FTE's</b>	<b>903.61</b>	<b>928.66</b>	<b>25.05</b>



**FY 23 General Alpha**  
**Current Positions in Position Control**  
**Result of 2022 Salary Study**

Group	Position	Previous Grade	Previous Min	Previous Max	New Pay Grade	10/01/22 Minimum	10/01/22 Max	04/01/23 Min	04/01/23 Max
G3	ACCOUNTANT I	N	\$37,831	\$56,680	G09	\$45,037	\$71,440	\$52,243	\$86,201
G3	ACCOUNTANT II	U	\$46,284	\$69,467	G12	\$53,381	\$84,628	\$60,478	\$99,788
G3	ACCOUNTING/PROCUREMENT ASSIST	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G3	ADMINISTRATIVE ASSISTANT	M	\$36,760	\$55,061	G05	\$39,870	\$62,989	\$42,980	\$70,917
G3	ADMINISTRATIVE COORDINATOR	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511
G3	ADMINISTRATIVE SECRETARY	F	\$30,086	\$44,967	G03	\$34,535	\$54,646	\$38,984	\$64,324
G3	ADMINISTRATIVE SERVICES MGR	W	\$49,038	\$73,634	G10	\$51,946	\$82,072	\$54,855	\$90,511
G3	APPLICATION ANALYST I	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511
G3	APPLICATION ANALYST II	V	\$47,641	\$71,520	G12	\$54,059	\$85,654	\$60,478	\$99,788
G3	ASSET MANAGEMENT SPECIALIST	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G2	ASSIST DIR OF COMM & ECON DEV	AG	\$65,541	\$98,595	G19	\$75,320	\$119,503	\$85,098	\$140,412
G2	ASSIST PUBLIC WORKS DIRECTOR	AG	\$65,541	\$98,595	G19	\$75,320	\$119,503	\$85,098	\$140,412
G2	ASSISTANT FINANCE DIRECTOR	AG	\$65,541	\$98,595	G19	\$75,320	\$119,503	\$85,098	\$140,412
G2	ASSISTANT FIRE CHIEF	AG	\$65,541	\$98,595	G19	\$75,320	\$119,503	\$85,098	\$140,412
G3	ASSISTANT FIRE MARSHAL	AA	\$55,061	\$82,743	G14	\$60,869	\$96,380	\$66,677	\$110,016
G2	ASSISTANT GROWTH MGMT DIRECTOR	AG	\$65,541	\$98,595	G19	\$75,320	\$119,503	\$85,098	\$140,412
G2	ASSISTANT HUMAN RESOURCES DIR	AG	\$65,541	\$98,595	G19	\$75,320	\$119,503	\$85,098	\$140,412
G2	ASSISTANT UTILITIES DIRECTOR	AG	\$65,541	\$98,595	G19	\$75,320	\$119,503	\$85,098	\$140,412
G3	BILLING & COLL COORDINATOR	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G3	BLDG SVCS & FLOOD PLAIN COORD	U	\$46,284	\$69,467	G10	\$50,569	\$79,989	\$54,855	\$90,511
G2	BUDGET ADMINISTRATOR	AB	\$56,680	\$85,194	G16	\$65,095	\$103,243	\$73,511	\$121,293
G3	BUDGET ANALYST	X	\$50,478	\$75,811	G13	\$56,990	\$90,294	\$63,501	\$104,777
G3	BUDGET OFFICER	X	\$50,478	\$75,811	G13	\$56,990	\$90,294	\$63,501	\$104,777
G3	BUSINESS DEVELOPMENT COORD	P	\$40,070	\$60,068	G08	\$44,913	\$71,082	\$49,755	\$82,096
G2	BUSINESS OPERATIONS DIV MGR	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	BUSINESS OPERATIONS SPECIALIST	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511
G3	CASH MANAGEMENT COORDINATOR	O	\$38,934	\$58,350	G10	\$46,894	\$74,430	\$54,855	\$90,511
G2	CHIEF ACCOUNTANT	AD	\$60,068	\$90,318	G16	\$66,789	\$105,805	\$73,511	\$121,293
G1	CHIEF BUILDING OFFICIAL	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G1	CHIEF DEPUTY CITY ATTORNEY	BA	\$117,522	\$177,223	G25	\$96,902	\$108,609	\$114,040	\$188,165
G1	CHIEF PROCUREMENT OFFICER	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G1	CITY ATTORNEY	CAY	#N/A	#N/A	G29	Contract	Contract	\$138,616	\$228,716
G1	CITY CLERK	AP	\$85,194	\$128,322	G25	Contract	Contract	\$114,040	\$188,165
G1	CITY ENGINEER	AN	\$80,364	\$121,017	G18	\$80,705	\$127,371	\$81,046	\$133,726
G1	CITY MANAGER	BB	#N/A	#N/A	G30	Contract	Contract	\$145,547	\$240,152
G3	CITY SURVEYOR	V	\$47,641	\$71,520	G14	\$57,159	\$90,768	\$66,677	\$110,016
G3	CODE COMPLIANCE SUPERVISOR	R	\$42,446	\$63,663	G14	\$54,561	\$86,840	\$66,677	\$110,016
G1	COMM & ECONOMIC DEV DIRECTOR	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G3	COMMUNICATIONS DIV MANAGER	X	\$50,478	\$75,811	G15	\$60,244	\$95,664	\$70,010	\$115,517
G3	COMMUNITY INFORMATION COORD	X	\$50,478	\$75,811	G12	\$55,478	\$87,800	\$60,478	\$99,788
G3	COMMUNITY OUTREACH COORD	Q	\$41,241	\$61,839	G08	\$45,498	\$71,967	\$49,755	\$82,096
G2	COMMUNITY SVCS ADMINISTRATOR	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G2	CONSTRUCTION PROJECT MANAGER	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	CRIME ANALYST	P	\$40,070	\$60,068	G06	\$42,600	\$67,266	\$45,129	\$74,463
G3	DATABASE ADMINISTRATOR	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G2	DEPUTY BUILDING OFFICIAL	AG	\$65,541	\$98,595	G19	\$75,320	\$119,503	\$85,098	\$140,412

Group	Position	Previous Grade	Previous Min	Previous Max	New Pay Grade	10/01/22 Minimum	10/01/22 Max	04/01/23 Min	04/01/23 Max
G1	DEPUTY CITY ATTORNEY	AP	\$85,194	\$128,322	G24	\$96,902	\$153,763	\$108,609	\$179,205
G1	DEPUTY CITY CLERK	AD	\$60,068	\$90,318	G19	\$72,583	\$115,365	\$85,098	\$140,412
G1	DEPUTY CITY MANAGER	AP	\$85,194	\$128,322	G25	\$99,617	\$158,244	\$114,040	\$188,165
PC	DEPUTY POLICE CHIEF	AL	\$75,811	\$114,131	G19	\$80,455	\$127,271	\$85,098	\$140,412
G1	DIRECTOR OF INFORMATION TECHNO	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G2	DIVISION CHIEF	AD	\$60,068	\$90,318	G17	\$68,627	\$108,838	\$77,186	\$127,358
G2	ECONOMIC DEV. DIVISION MANAGER	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	ELECTRICAL MAINTENANCE COORD	T	\$44,967	\$67,475	G12	\$52,722	\$83,632	\$60,478	\$99,788
G3	ENGINEER I	X	\$50,478	\$75,811	G13	\$56,990	\$90,294	\$63,501	\$104,777
G3	ENGINEER II	Z	\$53,488	\$80,364	G14	\$60,082	\$95,190	\$66,677	\$110,016
G3	ENGINEER III	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G1	FACILITIES DIRECTOR	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G2	FACILITIES DIVISION MANAGER	AB	\$56,680	\$85,194	G17	\$66,933	\$106,276	\$77,186	\$127,358
G3	FIELD SERVICES SUPERINTENDENT	W	\$49,038	\$73,634	G14	\$57,857	\$91,825	\$66,677	\$110,016
G1	FINANCE DIRECTOR	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G1	FIRE CHIEF	AO	\$82,743	\$124,615	G23	\$93,090	\$147,643	\$103,437	\$170,671
G3	FIRE PLANS EXAMINER	W	\$49,038	\$73,634	G10	\$51,946	\$82,072	\$54,855	\$90,511
G3	FISCAL ANALYST	U	\$46,284	\$69,467	G12	\$53,381	\$84,628	\$60,478	\$99,788
G2	FISCAL MANAGER	AB	\$56,680	\$85,194	G16	\$65,095	\$103,243	\$73,511	\$121,293
G2	FLEET SERVICES MNGR	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	FLEET SERVICES SPRVSR	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G3	GIS MANAGER	X	\$50,478	\$75,811	G14	\$58,577	\$92,914	\$66,677	\$110,016
G3	GOVERNMENT RELATIONS MANAGER	X	\$50,478	\$75,811	G14	\$58,577	\$92,914	\$66,677	\$110,016
G1	GROWTH MANAGEMENT DIRECTOR	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G2	HOUSING ADMINISTRATOR	AB	\$56,680	\$85,194	G16	\$65,095	\$103,243	\$73,511	\$121,293
G3	HOUSING ASSISTANT	K	\$34,710	\$51,960	G04	\$37,822	\$59,750	\$40,934	\$67,540
G3	HOUSING PROGRAM SPECIALIST I	P	\$40,070	\$60,068	G08	\$44,913	\$71,082	\$49,755	\$82,096
G3	HOUSING PROGRAM SPECIALIST II	U	\$46,284	\$69,467	G10	\$50,569	\$79,989	\$54,855	\$90,511
G3	HR EMPLOYEE RELATIONS SPCLST	Z	\$53,488	\$80,364	G14	\$60,082	\$95,190	\$66,677	\$110,016
G3	HUMAN RESOURCES ASSISTANT	M	\$36,760	\$55,061	G08	\$43,258	\$68,578	\$49,755	\$82,096
G1	HUMAN RESOURCES DIRECTOR	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G3	HUMAN RESOURCES GENERALIST I	R	\$42,446	\$63,663	G10	\$48,650	\$77,087	\$54,855	\$90,511
G3	HUMAN RESOURCES GENERALIST II	V	\$47,641	\$71,520	G12	\$54,059	\$85,654	\$60,478	\$99,788
G3	HUMAN RESOURCES OUTREACH COOR	Q	\$41,241	\$61,839	G09	\$46,742	\$74,020	\$52,243	\$86,201
G3	INFORMATION SECURITY ANALYST	V	\$47,641	\$71,520	G14	\$57,159	\$90,768	\$66,677	\$110,016
G3	IT SUPPORT SPECIALIST I	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G3	IT SUPPORT SPECIALIST II	S	\$43,688	\$65,541	G09	\$47,965	\$75,871	\$52,243	\$86,201
G3	IT SUPPORT SPECIALIST III	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511
G3	LEAD IT SUPPORT SPECIALIST	U	\$46,284	\$69,467	G11	\$51,941	\$82,252	\$57,598	\$95,036
G3	LEGAL ASSISTANT	P	\$40,070	\$60,068	G06	\$42,600	\$67,266	\$45,129	\$74,463
G3	LITIGATION PARALEGAL	V	\$47,641	\$71,520	G12	\$54,059	\$85,654	\$60,478	\$99,788
G3	LOGISTICS MANAGER	X	\$50,478	\$75,811	G12	\$55,478	\$87,800	\$60,478	\$99,788
G3	MANAGEMENT ANALYST	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511
G3	MOBILE DEVICE SUPPORT SPCLST	R	\$42,446	\$63,663	G10	\$48,650	\$77,087	\$54,855	\$90,511
G3	NETWORK ADMINISTRATOR	V	\$47,641	\$71,520	G13	\$55,571	\$88,149	\$63,501	\$104,777
G3	NETWORK MANAGER	Z	\$53,488	\$80,364	G14	\$60,082	\$95,190	\$66,677	\$110,016
G2	NETWORK OPERATIONS MANAGER	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	OFFICE MANAGER	N	\$37,831	\$56,680	G07	\$42,608	\$67,433	\$47,386	\$78,187
G2	OPERATIONS DIVISION MANAGER	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517

Group	Position	Previous Grade	Previous Min	Previous Max	New Pay Grade	10/01/22 Minimum	10/01/22 Max	04/01/23 Min	04/01/23 Max
G3	OPERATIONS FOREMAN	M	\$36,760	\$55,061	G04	\$38,847	\$61,301	\$40,934	\$67,540
G3	OPERATIONS MANAGER	X	\$50,478	\$75,811	G12	\$55,478	\$87,800	\$60,478	\$99,788
G3	OPERATIONS SUPERINTENDENT	W	\$49,038	\$73,634	G11	\$53,318	\$84,335	\$57,598	\$95,036
G3	OPERATIONS SUPERVISOR - PW	R	\$42,446	\$63,663	G10	\$48,650	\$77,087	\$54,855	\$90,511
G1	PARKS & RECREATION DIR	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G2	PARKS DIVISION MANAGER	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	PARKS FOREMAN	M	\$36,760	\$55,061	G04	\$38,847	\$61,301	\$40,934	\$67,540
G3	PAYMASTER	W	\$49,038	\$73,634	G13	\$56,270	\$89,206	\$63,501	\$104,777
G3	PAYROLL & ACCOUNTING ASSISTANT	P	\$40,070	\$60,068	G09	\$46,156	\$73,134	\$52,243	\$86,201
G3	PLANS EXAMINER	W	\$49,038	\$73,634	G11	\$53,318	\$84,335	\$57,598	\$95,036
G1	POLICE CHIEF	AO	\$82,743	\$124,615	G23	\$93,090	\$147,643	\$103,437	\$170,671
PC	POLICE COMMANDER (FORMER CAPT)	AJ	\$71,520	\$107,639	G17	\$74,353	\$117,498	\$77,186	\$127,358
PR	POLICE OFFR RECRUIT NONCERT	I	\$32,778	\$49,038	G04	\$36,856	\$58,289	\$40,934	\$67,540
G3	PRINCIPAL PLANNER	Z	\$53,488	\$80,364	G14	\$60,082	\$95,190	\$66,677	\$110,016
G3	PROCUREMENT AGENT I	P	\$40,070	\$60,068	G07	\$43,728	\$69,127	\$47,386	\$78,187
G3	PROCUREMENT AGENT II	R	\$42,446	\$63,663	G09	\$47,344	\$74,932	\$52,243	\$86,201
G3	PROCUREMENT AGENT III	T	\$44,967	\$67,475	G12	\$52,722	\$83,632	\$60,478	\$99,788
G2	PROCUREMENT MANAGER	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	PROJECT SPECIALIST	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G3	PUBLIC INFORMATION OFFICER	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	PUBLIC WORKS ACCOUNTANT	X	\$50,478	\$75,811	G12	\$55,478	\$87,800	\$60,478	\$99,788
G3	PUBLIC WORKS ACCOUNTING SPCLST	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G1	PUBLIC WORKS DIRECTOR	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G3	RECORDS ADMINISTRATOR	O	\$38,934	\$58,350	G06	\$42,032	\$66,407	\$45,129	\$74,463
G3	RECORDS SUPERVISOR	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G2	RECREATION DIVISION MANAGER	AB	\$56,680	\$85,194	G14	\$61,678	\$97,605	\$66,677	\$110,016
G3	RECREATION SUPERVISOR	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G2	RISK MANAGER	AB	\$56,680	\$85,194	G19	\$70,889	\$112,803	\$85,098	\$140,412
G3	RISK MANAGER ASSISTANT	M	\$36,760	\$55,061	G05	\$39,870	\$62,989	\$42,980	\$70,917
G3	SAFETY & SECURITY COORDINATOR	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511
G3	SECTION SUPERVISOR	P	\$40,070	\$60,068	G06	\$42,600	\$67,266	\$45,129	\$74,463
G3	SENIOR ACCOUNTANT	X	\$50,478	\$75,811	G14	\$58,577	\$92,914	\$66,677	\$110,016
G3	SENIOR DATABASE ADMINISTRATOR	V	\$47,641	\$71,520	G12	\$54,059	\$85,654	\$60,478	\$99,788
G3	SENIOR PLANNER	W	\$49,038	\$73,634	G12	\$54,758	\$86,711	\$60,478	\$99,788
G3	SPECIAL EVENTS COORDINATOR	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G2	SR BUILDING INSPECTOR	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	SR HOUSING PROGRAM SPECIALIST	X	\$50,478	\$75,811	G14	\$58,577	\$92,914	\$66,677	\$110,016
G3	SR HUMAN RESOURCES GENERALIST	Z	\$53,488	\$80,364	G15	\$61,749	\$97,941	\$70,010	\$115,517
G3	SR PLANS EXAMINER	Z	\$53,488	\$80,364	G15	\$61,749	\$97,941	\$70,010	\$115,517
G3	SUPPORT SERVICES COORDINATOR	U	\$46,284	\$69,467	G11	\$51,941	\$82,252	\$57,598	\$95,036
G3	SURVEY PARTY CHIEF	M	\$36,760	\$55,061	G06	\$40,945	\$64,762	\$45,129	\$74,463
G3	SURVEYING SUPERINTENDENT	W	\$49,038	\$73,634	G11	\$53,318	\$84,335	\$57,598	\$95,036
G3	SYSTEMS ADMINISTRATOR	Z	\$53,488	\$80,364	G13	\$58,495	\$92,571	\$63,501	\$104,777
G3	TELEPHONE ADMINISTRATOR	X	\$50,478	\$75,811	G11	\$54,038	\$85,424	\$57,598	\$95,036
G3	UTIL BILLING & COLLECTION SUPV	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511
G3	UTILITIES ACCOUNTANT	X	\$50,478	\$75,811	G12	\$55,478	\$87,800	\$60,478	\$99,788
G3	UTILITIES COMM OUTREACH COORD	Q	\$41,241	\$61,839	G08	\$45,498	\$71,967	\$49,755	\$82,096
G2	UTILITIES COMPLIANCE DIV MGR	AB	\$56,680	\$85,194	G15	\$63,345	\$100,356	\$70,010	\$115,517
G3	UTILITIES COMPLIANCE SPC	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511



Group	Position	Previous Grade	Previous Min	Previous Max	New Pay Grade	10/01/22 Minimum	10/01/22 Max	04/01/23 Min	04/01/23 Max
G3	UTILITIES CUSTOMER CARE MGR	W	\$49,038	\$73,634	G14	\$57,857	\$91,825	\$66,677	\$110,016
G3	UTILITIES CUSTOMER CARE SUPERV	R	\$42,446	\$63,663	G08	\$46,101	\$72,879	\$49,755	\$82,096
G1	UTILITIES DIRECTOR	AN	\$80,364	\$121,017	G23	\$91,901	\$145,844	\$103,437	\$170,671
G2	UTILITIES ENGINEER	AH	\$67,475	\$101,521	G21	\$80,648	\$128,163	\$93,821	\$154,804
G3	UTILITIES FOREMAN	O	\$38,934	\$58,350	G06	\$42,032	\$66,407	\$45,129	\$74,463
G3	UTILITIES PROJECT MANAGER	AB	\$56,680	\$85,194	G14	\$61,678	\$97,605	\$66,677	\$110,016
G3	VICTIM ADVOCATE	N	\$37,831	\$56,680	G05	\$40,406	\$63,799	\$42,980	\$70,917
G3	WATER DIST SUPERINTENDENT	W	\$49,038	\$73,634	G14	\$57,857	\$91,825	\$66,677	\$110,016
G3	WATER PLANT SUPERINTENDENT	W	\$49,038	\$73,634	G14	\$57,857	\$91,825	\$66,677	\$110,016
G3	WWTR COLLECTION SUPERINTENDENT	W	\$49,038	\$73,634	G14	\$57,857	\$91,825	\$66,677	\$110,016
G3	WWTR PLANT SUPERINTENDENT	W	\$49,038	\$73,634	G14	\$57,857	\$91,825	\$66,677	\$110,016

**FY 23 Part-Time Alpha**  
**Current Positions in Position Control**  
**Result of 2022 Salary Study**

Group	Position	Previous Grade	Previous Min	Previous Max	New Pay Grade	10/01/22 Minimum	10/01/22 Max	04/01/23 Min	04/01/23 Max
GP	ADMINISTRATIVE ASSISTANT PT	M	\$36,760	\$55,061	G05	\$39,870	\$62,989	\$42,980	\$70,917
GP	ADMINISTRATIVE SECRETARY PT	F	\$30,086	\$44,967	G03	\$34,535	\$54,646	\$38,984	\$64,324
GP	CASHIER PT	B	\$26,849	\$40,070	G02	\$31,989	\$50,666	\$37,128	\$61,261
GP	COMMUNICATIONS OFFICER PT	K	\$34,710	\$51,960	G06	\$39,920	\$63,212	\$45,129	\$74,463
GT	CTE INTERN	4A	\$23,305	\$34,710	G01	\$29,333	\$46,527	\$35,360	\$58,344
GP	CUSTOMER SERVICE CLERK PT	C	\$27,623	\$41,241	G01	\$31,492	\$49,793	\$35,360	\$58,344
GP	DATA ENTRY CLERK PT	B	\$26,849	\$40,070	G01	\$31,105	\$49,207	\$35,360	\$58,344
PC	DEPUTY POLICE CHIEF	AL	\$75,811	\$114,131	G19	\$80,455	\$127,271	\$85,098	\$140,412
GP	FIRE ANALYST	X	\$50,478	\$75,811	G12	\$55,478	\$87,800	\$60,478	\$99,788
GP	GIS TECHNICIAN I PT	N	\$37,831	\$56,680	G08	\$43,793	\$69,388	\$49,755	\$82,096
GP	HEO I PT	H	\$31,854	\$47,641	G02	\$34,491	\$54,451	\$37,128	\$61,261
GP	HUMAN RESOURCES CLERK PT	A	\$26,098	\$38,934	G01	\$30,729	\$48,639	\$35,360	\$58,344
GP	LAND ACQUISITION COOR PT	T	\$44,967	\$67,475	G10	\$49,911	\$78,993	\$54,855	\$90,511
GP	LIFEGUARD PART-TIME	1A	\$21,417	\$31,854	G01	\$28,389	\$45,099	\$35,360	\$58,344
GP	MAINTENANCE WORKER PT	D	\$28,419	\$42,446	G01	\$31,890	\$50,395	\$35,360	\$58,344
GP	PLANS EXAMINER POOL P-T	W	\$49,038	\$73,634	G11	\$53,318	\$84,335	\$57,598	\$95,036
PC	POLICE COMMANDER (FORMER CAPT)	AJ	\$71,520	\$107,639	G17	\$74,353	\$117,498	\$77,186	\$127,358
PR	POLICE OFFR RECRUIT NONCERT	I	\$32,778	\$49,038	G04	\$36,856	\$58,289	\$40,934	\$67,540
GP	RECREATION AIDE PT	1A	\$21,417	\$31,854	G01	\$28,389	\$45,099	\$35,360	\$58,344
GL	SCG PT	6A	\$24,660	\$36,760	G01	\$30,010	\$47,552	\$35,360	\$58,344
GL	SCG SPRVSR PT	F	\$30,086	\$44,967	G03	\$34,535	\$54,646	\$38,984	\$64,324
GL	SCG SUB PT	6A	\$24,660	\$36,760	G01	\$30,010	\$47,552	\$35,360	\$58,344
GP	SECRETARY PT	D	\$28,419	\$42,446	G01	\$31,890	\$50,395	\$35,360	\$58,344
GP	SIGN AND TRAFFIC TECHNICIAN PT	J	\$33,730	\$50,478	G03	\$36,357	\$57,401	\$38,984	\$64,324
GP	SPECIAL EVENTS STAFF	1A	\$21,417	\$31,854	G01	\$28,389	\$45,099	\$35,360	\$58,344
GP	SR PLANS EXAMINER PT	Z	\$53,488	\$80,364	G15	\$61,749	\$97,941	\$70,010	\$115,517
GP	STOCK CLERK PT	A	\$26,098	\$38,934	G01	\$30,729	\$48,639	\$35,360	\$58,344
GP	SUPPORT SERVICES CLERK PT	1A	\$21,417	\$31,854	G01	\$28,389	\$45,099	\$35,360	\$58,344
GP	SWITCHBOARD OPERATOR PT	6A	\$24,660	\$36,760	G01	\$30,010	\$47,552	\$35,360	\$58,344
GT	UTILITIES INTERN	2A	\$22,028	\$32,778	G01	\$28,694	\$45,561	\$35,360	\$58,344

**FY 23 NAGE Blue Alpha**  
**Current Positions in Position Control**  
**Result of 2022 Salary Study**

Group	Position	Previous Grade	Previous Min	Previous Max	New Pay Grade	10/01/22 Minimum	10/01/22 Max	04/01/23 Min	04/01/23 Max
NB	BACKFLOW PREVENT TECH I	BH	\$31,854	\$47,641	B02	\$34,491	\$54,451	\$37,128	\$61,261
NB	CAMERA TRUCK OPERATOR	BJ	\$33,730	\$50,478	B03	\$36,357	\$57,401	\$38,984	\$64,324
NB	ELECTRICAL TECHNICIAN I	BK	\$34,710	\$51,960	B04	\$37,822	\$59,750	\$40,934	\$67,540
NB	ELECTRICAL TECHNICIAN II	BN	\$37,831	\$56,680	B06	\$41,480	\$65,572	\$45,129	\$74,463
NB	ELECTRICIAN - APPRENTICE	BO	\$38,934	\$58,350	B06	\$42,032	\$66,407	\$45,129	\$74,463
NB	ELECTRICIAN - JOURNEYMAN	BQ	\$41,241	\$61,839	B08	\$45,498	\$71,967	\$49,755	\$82,096
NB	FIELD SERVICE REP	BH	\$31,854	\$47,641	B02	\$34,491	\$54,451	\$37,128	\$61,261
NB	HEAVY EQUIP TECHNICIAN	BM	\$36,760	\$55,061	B07	\$42,073	\$66,624	\$47,386	\$78,187
NB	HEO I	BH	\$31,854	\$47,641	B02	\$34,491	\$54,451	\$37,128	\$61,261
NB	HEO II	BK	\$34,710	\$51,960	B05	\$38,845	\$61,439	\$42,980	\$70,917
NB	HVAC TECHNICIAN (JOURNEYMAN)	BN	\$37,831	\$56,680	B07	\$42,608	\$67,433	\$47,386	\$78,187
NB	LANDSCAPE TECHNICIAN	BP	\$40,070	\$60,068	B06	\$42,600	\$67,266	\$45,129	\$74,463
NB	LIGHT EQUIP TECHNICIAN	BH	\$31,854	\$47,641	B03	\$35,419	\$55,983	\$38,984	\$64,324
NB	LINE LOCATION TECHNICIAN	BH	\$31,854	\$47,641	B03	\$35,419	\$55,983	\$38,984	\$64,324
NB	MAINTENANCE MECHANIC	BH	\$31,854	\$47,641	B04	\$36,394	\$57,591	\$40,934	\$67,540
NB	MAINTENANCE WORKER	BD	\$28,419	\$42,446	B01	\$31,890	\$50,395	\$35,360	\$58,344
NB	MAINTENANCE WORKER II	BF	\$30,086	\$44,967	B02	\$33,607	\$53,114	\$37,128	\$61,261
NB	PARTS INVENTORY SPCLST	BJ	\$33,730	\$50,478	B03	\$36,357	\$57,401	\$38,984	\$64,324
NB	PLUMBER (JOURNEYMAN)	BN	\$37,831	\$56,680	B07	\$42,608	\$67,433	\$47,386	\$78,187
NB	ROD & CHAIN WORKER	BA	\$26,098	\$38,934	B01	\$30,729	\$48,639	\$35,360	\$58,344
NB	SHOOTING RANGE MAINT WORKER	BF	\$30,086	\$44,967	B01	\$32,723	\$51,656	\$35,360	\$58,344
NB	SIGN AND TRAFFIC TECHNICIAN	BJ	\$33,730	\$50,478	B03	\$36,357	\$57,401	\$38,984	\$64,324
NB	SMALL EQUIPMENT TECH	BF	\$30,086	\$44,967	B02	\$33,607	\$53,114	\$37,128	\$61,261
NB	SURVEY TRANSIT OPERATOR	BF	\$30,086	\$44,967	B03	\$34,535	\$54,646	\$38,984	\$64,324
NB	TRADESWORKER	BM	\$36,760	\$55,061	B06	\$40,945	\$64,762	\$45,129	\$74,463
NB	TRTMENT PLANT OP "A"	BN	\$37,831	\$56,680	B07	\$42,608	\$67,433	\$47,386	\$78,187
NB	TRTMENT PLANT OP "B"	BM	\$36,760	\$55,061	B06	\$40,945	\$64,762	\$45,129	\$74,463
NB	TRTMENT PLANT OP "C"	BK	\$34,710	\$51,960	B04	\$37,822	\$59,750	\$40,934	\$67,540
NB	TRTMENT PLANT OP DUAL CERT	BO	\$38,934	\$58,350	B08	\$44,345	\$70,223	\$49,755	\$82,096
NB	TRTMENT PLANT OP TRAIN	BH	\$31,854	\$47,641	B02	\$34,491	\$54,451	\$37,128	\$61,261
NB	UTILITIES TECHNICIAN I	BJ	\$33,730	\$50,478	B01	\$34,545	\$54,411	\$35,360	\$58,344
NB	UTILITIES TECHNICIAN II	BL	\$35,719	\$53,488	B02	\$36,424	\$57,375	\$37,128	\$61,261
NB	UTILITIES TECHNICIAN III	BN	\$37,831	\$56,680	B03	\$38,408	\$60,502	\$38,984	\$64,324
NB	UTILITIES TECHNICIAN IV	BP	\$40,070	\$60,068	B04	\$40,502	\$63,804	\$40,934	\$67,540
NB	WATER QUALITY TECHNICIAN	BF	\$30,086	\$44,967	B02	\$33,607	\$53,114	\$37,128	\$61,261

**FY 23 NAGE White Alpha**  
**Current Positions in Position Control**  
**Result of 2022 Salary Study**

Group	Position	Previous Grade	Previous Min	Previous Max	New Pay Grade	10/01/22 Minimum	10/01/22 Max	04/01/23 Min	04/01/23 Max
NW	BUILDING CODE COMPLIANCE INSP	WN	\$39,240	\$59,355	W08	\$44,498	\$70,725	\$49,755	\$82,096
NW	BUILDING INSPECTOR I	WR	\$44,165	\$66,803	W10	\$49,510	\$78,657	\$54,855	\$90,511
NW	BUILDING INSPECTOR II	WU	\$48,260	\$72,997	W11	\$52,929	\$84,017	\$57,598	\$95,036
NW	BUILDING INSPECTOR III	WX	\$52,736	\$79,768	W13	\$58,119	\$92,273	\$63,501	\$104,777
NW	BUILDING INSPECTOR PROVISIONAL	WO	\$40,417	\$61,134	W08	\$45,086	\$71,615	\$49,755	\$82,096
NW	CASHIER	WB	\$27,522	\$41,629	W02	\$32,325	\$51,445	\$37,128	\$61,261
NW	CODE COMPLIANCE OFFICER	WN	\$39,240	\$59,355	W06	\$42,185	\$66,909	\$45,129	\$74,463
NW	COMMUNICATIONS OFFICER	WK	\$35,910	\$54,317	W06	\$40,520	\$64,390	\$45,129	\$74,463
NW	COMMUNICATIONS OFFICER TRAINEE	WH	\$32,864	\$49,707	W02	\$34,996	\$55,484	\$37,128	\$61,261
NW	COMMUNICATIONS SHIFT SUPVSR	WP	\$41,629	\$62,969	W10	\$48,242	\$76,740	\$54,855	\$90,511
NW	CRIME SCENE TECH I	WJ	\$34,864	\$52,736	W05	\$38,922	\$61,827	\$42,980	\$70,917
NW	CRIME SCENE TECH II	WM	\$38,097	\$57,624	W07	\$42,741	\$67,905	\$47,386	\$78,187
NW	CUSTOMER ACCOUNT SPECIALIST	WJ	\$34,864	\$52,736	W04	\$37,899	\$60,138	\$40,934	\$67,540
NW	CUSTOMER SERVICE REP	WH	\$32,864	\$49,707	W02	\$34,996	\$55,484	\$37,128	\$61,261
NW	DATA ENTRY CLERK	WB	\$27,522	\$41,629	W01	\$31,441	\$49,987	\$35,360	\$58,344
NW	DESK BOOKING SPCLST II	WM	\$38,097	\$57,624	W07	\$42,741	\$67,905	\$47,386	\$78,187
NW	ENGINEERING ASSISTANT	WN	\$39,240	\$59,355	W08	\$44,498	\$70,725	\$49,755	\$82,096
NW	ENGINEERING INSPECTOR	WN	\$39,240	\$59,355	W08	\$44,498	\$70,725	\$49,755	\$82,096
NW	ENGINEERING TECH II	WJ	\$34,864	\$52,736	W04	\$37,899	\$60,138	\$40,934	\$67,540
NW	ENGINEERING TECH III	WM	\$38,097	\$57,624	W07	\$42,741	\$67,905	\$47,386	\$78,187
NW	GIS TECHNICIAN I	WN	\$39,240	\$59,355	W08	\$44,498	\$70,725	\$49,755	\$82,096
NW	GIS TECHNICIAN II	WP	\$41,629	\$62,969	W09	\$46,936	\$74,585	\$52,243	\$86,201
NW	GIS TECHNICIAN II	WQ	\$42,878	\$64,858	W10	\$48,866	\$77,684	\$54,855	\$90,511
NW	INVENTORY CONTROL COORD	WJ	\$34,864	\$52,736	W04	\$37,899	\$60,138	\$40,934	\$67,540
NW	JUNIOR ACCOUNTING CLERK	WC	\$28,348	\$42,878	W02	\$32,738	\$52,070	\$37,128	\$61,261
NW	MATERIAL MGMT TECH	WJ	\$34,864	\$52,736	W04	\$37,899	\$60,138	\$40,934	\$67,540
NW	PERMIT TECHNICIAN	WH	\$32,864	\$49,707	W02	\$34,996	\$55,484	\$37,128	\$61,261
NW	PLANNING SPECIALIST	WM	\$38,097	\$57,624	W07	\$42,741	\$67,905	\$47,386	\$78,187
NW	PLANNING TECHNICIAN	WL	\$36,987	\$55,948	W06	\$41,058	\$65,206	\$45,129	\$74,463
NW	RECORDS COMP/ANLS SPRVSR	WL	\$36,987	\$55,948	W06	\$41,058	\$65,206	\$45,129	\$74,463
NW	RECORDS SPECIALIST	WH	\$32,864	\$49,707	W04	\$36,899	\$58,624	\$40,934	\$67,540
NW	RECREATION LEADER	WH	\$32,864	\$49,707	W02	\$34,996	\$55,484	\$37,128	\$61,261
NW	SECRETARY	WD	\$29,198	\$44,165	W01	\$32,279	\$51,255	\$35,360	\$58,344
NW	SENIOR ENGINEERING INSPECTOR	WW	\$51,200	\$77,444	W12	\$55,839	\$88,616	\$60,478	\$99,788
NW	SR PERMIT TECHNICIAN	WK	\$35,910	\$54,317	W04	\$38,422	\$60,929	\$40,934	\$67,540
NW	TRAINING COORD POLICE	WM	\$38,097	\$57,624	W05	\$40,539	\$64,271	\$42,980	\$70,917
NW	UTIL BILLING & COLLECTION SPEC	WK	\$35,910	\$54,317	W05	\$39,445	\$62,617	\$42,980	\$70,917
NW	UTIL CUSTOMER CARE SPECIALIST	WJ	\$34,864	\$52,736	W04	\$37,899	\$60,138	\$40,934	\$67,540
NW	UTILITIES COMPLIANCE INSPECTOR	WN	\$39,240	\$59,355	W10	\$47,047	\$74,933	\$54,855	\$90,511
NW	UTILITIES INSPECTOR	WN	\$39,240	\$59,355	W08	\$44,498	\$70,725	\$49,755	\$82,096

**FY 23 FOP Alpha List**  
**Current Positions in Position Control**

<b>Position Title</b>	<b>Position #</b>	<b>Grade</b>	<b>Range Min</b>	<b>Range Max</b>
POLICE OFFICER	<b>5001</b>	<b>POL</b>	\$44,054	\$70,696
POLICE SERGEANT	<b>5101</b>	<b>SGT</b>	\$56,821	\$85,946
POLICE LIEUTENANT	<b>5201</b>	<b>LTN</b>	\$68,015	\$99,885

Non-Certified Recruits are General positions



**CITY OF PALM BAY  
FOP STEP PLAN  
FY 23**

POSITION TITLE	GRADE	STEP	SALARY
POLICE OFFICER	POL	3	\$44,054
POLICE OFFICER	POL	4	\$45,378
POLICE OFFICER	POL	5	\$46,738
POLICE OFFICER	POL	6	\$48,139
POLICE OFFICER	POL	7	\$49,584
POLICE OFFICER	POL	8	\$51,071
POLICE OFFICER	POL	9	\$52,604
POLICE OFFICER	POL	10	\$54,182
POLICE OFFICER	POL	11	\$55,807
POLICE OFFICER	POL	12	\$57,481
POLICE OFFICER	POL	13	\$59,207
POLICE OFFICER	POL	14	\$60,983
POLICE OFFICER	POL	15	\$62,813
POLICE OFFICER	POL	16	\$64,697
POLICE OFFICER	POL	17	\$66,638
POLICE OFFICER	POL	18	\$68,637
POLICE OFFICER	POL	19	\$70,696
POSITION TITLE	GRADE	STEP	SALARY
POLICE SERGEANT (SGT 1)	SGT	5	\$56,821
POLICE SERGEANT (SGT 2)	SGT	6	\$58,526
POLICE SERGEANT (SGT 3)	SGT	7	\$60,281
POLICE SERGEANT (SGT 4)	SGT	8	\$62,090
POLICE SERGEANT (SGT 5)	SGT	9	\$63,952
POLICE SERGEANT (SGT 6)	SGT	10	\$65,871
POLICE SERGEANT (SGT 7)	SGT	11	\$67,848
POLICE SERGEANT (SGT 8)	SGT	12	\$69,883
POLICE SERGEANT (SGT 9)	SGT	13	\$71,978
POLICE SERGEANT (SGT 10)	SGT	14	\$74,137
POLICE SERGEANT (SGT 11)	SGT	15	\$76,363
POLICE SERGEANT (SGT 12)	SGT	16	\$78,654
POLICE SERGEANT (SGT 13)	SGT	17	\$81,012
POLICE SERGEANT (SGT 14)	SGT	18	\$83,443
POLICE SERGEANT (SGT 15)	SGT	19	\$85,946
POSITION TITLE	GRADE	STEP	SALARY
POLICE LIEUTENANT (LT 1)	LTN	4	\$68,015
POLICE LIEUTENANT (LT 2)	LTN	5	\$70,057
POLICE LIEUTENANT (LT 3)	LTN	6	\$72,158
POLICE LIEUTENANT (LT 4)	LTN	7	\$74,322
POLICE LIEUTENANT (LT 5)	LTN	8	\$76,552
POLICE LIEUTENANT (LT 6)	LTN	9	\$78,849
POLICE LIEUTENANT (LT 7)	LTN	10	\$81,214
POLICE LIEUTENANT (LT 8)	LTN	11	\$83,651
POLICE LIEUTENANT (LT 9)	LTN	12	\$86,160
POLICE LIEUTENANT (LT 10)	LTN	13	\$88,745
POLICE LIEUTENANT (LT 11)	LTN	14	\$91,407
POLICE LIEUTENANT (LT 12)	LTN	15	\$94,151
POLICE LIEUTENANT (LT 13)	LTN	16	\$96,975
POLICE LIEUTENANT (LT 14)	LTN	17	\$99,885

**FY 23 IAFF Alpha List  
Current Positions in Position Control**

Position Title	Grade	Position #	Range Min	Range Max
FIRE DISTRICT CHIEF	IAC	6002	\$66,123	\$100,016
DRIVER/ENGINEER	IU	6003	\$50,762	\$76,782
FIRE INSPECTOR	IN	1219	\$41,273	\$62,431
FIRE LIEUTENANT	IZ	6006	\$58,848	\$89,013
FIREFIGHTER	IO	6001	\$41,273	\$64,302
PROT BREATHING APP TECH	IU	6009	\$50,762	\$76,781

**CITY OF PALM BAY  
IAFF STEP PLAN  
FY 23**

	IN	IO	IU	IZ	IAC
1	\$41,273	\$41,273	\$50,762	\$58,848	\$66,123
2	\$42,513	\$42,511	\$52,285	\$60,613	\$68,106
3	\$43,788	\$43,787	\$53,854	\$62,432	\$70,149
4	\$45,102	\$45,100	\$55,469	\$64,305	\$72,254
5	\$46,455	\$46,453	\$57,133	\$66,234	\$74,422
6	\$47,848	\$47,847	\$58,847	\$68,221	\$76,654
7	\$49,284	\$49,282	\$60,613	\$70,268	\$78,954
8	\$50,762	\$50,761	\$62,431	\$72,376	\$81,322
9	\$52,285	\$52,283	\$64,304	\$74,547	\$83,762
10	\$53,854	\$53,852	\$66,233	\$76,783	\$86,275
11	\$55,469	\$55,467	\$68,220	\$79,087	\$88,863
12	\$57,133	\$57,131	\$70,267	\$81,459	\$91,529
13	\$58,848	\$58,845	\$72,375	\$83,903	\$94,275
14	\$60,612	\$60,611	\$74,546	\$86,420	\$97,103
15	\$62,431	\$62,429	\$76,782	\$89,013	\$100,016
16		\$64,302			

O same as N is correct

## RESOLUTION 2023-02

**A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING RESOLUTION 2022-51, ADOPTING THE CLASSIFICATION AND PAY PLANS AND THE POSITION CONTROL PLAN FOR EMPLOYEES OF THE CITY OF PALM BAY FOR FISCAL YEAR 2022–2023; RESCINDING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HERewith; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palm Bay's Personnel Policies, Rules 12 and 13, respectively, require that Pay Plans be adopted for the employees of the City of Palm Bay, and

**WHEREAS**, the City of Palm Bay desires to amend the Position Control Plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA**, as follows:

**SECTION 1.** The City Council hereby amends Resolution 2022-51, adopting the Classification and Pay Plans for the City of Palm Bay employees and the Position Control Plan, which are, by reference, incorporated herein as Exhibits 'A' and 'B'.

**SECTION 2.** All resolutions or parts of resolutions in conflict herewith are hereby superseded and rescinded.

**SECTION 3.** The provisions within this resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting 2023- , of the City Council of the City of Palm Bay, Brevard County, Florida, held on , 2023.

---

Rob Medina, MAYOR

ATTEST:

---

Terese M. Jones, CITY CLERK



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Larry Wojciechowski, Finance Director

**DATE:** 1/19/2023

**RE:** Resolution 2023-03, amending Resolution 2022-52, adopting the Five-Year Capital Improvements Program for Fiscal Years 2022-2023 through 2026-2027 (first amendment).

The following is a summary of the revisions to the Capital Improvements Program/CIP in FY 2023.

### **Capital Improvement Programs (CIP) Correction:**

Recreation Department – Correct account number reflected on the FY 23 CIP Project Detail Summary from 001-4120-572-6401 to 001-4120-572-6403 - Net Impact \$0.

### **Budget Amendment #1 Modifications:**

Community and Economic Development Department – transfer funds from undesignated fund balance to the Liberia Park Benches project (23CD07) located at 2197 Northview St., NE Palm Bay for installation of 25 benches; approved by City Council 12/01/2022 - CIP Impact \$22,245.

Parks & Facilities Department – Record the Palm Bay Castaway Point Park Restoration and Enhancement Project Grant \$60,000 and allocate grant funding to the Castaway Point Park Project (22PK12); approved by City Council 10/07/2022 – CIP Impact \$60,000.

Fire Department - Allocate funding for the design and construction of Fire Station 7 Construction Project (21FD02); approved by City Council 10/06/2022 – CIP Impact \$3,600,000.

Fire Department - Allocate funding for a Quint apparatus for Fire Station 7 project (22FD09); approved by City Council 10/06/2022 – CIP Impact \$1,111,000.

Police Department – Open and assign funds to the PD FY23 Vehicles Project (23PD01), \$1,914,170, and the PD Bus Upgrade Project (23PD02), \$166,000, to purchase 30 replacement vehicles, one (1) SWAT Armored Rescue Vehicle, one (1) CNT Van, and conduct repairs to the Unified Command Center to make it operational; approved by City Council 10/06/2022 – CIP Impact \$1,910,330.

Police Department – Utilize Impact Fee (32907) funding for the construction cost of the Fusus RTCC (Real

Time Crime Center) project (22PD02) \$55,000 and the Wellness Suite project (22PD03) \$75,000; approved by City Council 11/17/2022 – CIP Impact \$130,000.

Police Department - Record the Department of Justice (DOJ) FY22 JAG Grant \$31,451 and allocate grant funding towards the purchase of a crisis negotiations phone system for the Crisis Negotiation Team; approved by Council 11/17/2022 – \$31,451.

Police Department – Re-appropriate funds to purchase 17 police vehicles; initial appropriation is a combination of FY 2022 Approved Budget funding and FY 2022 Budget Amendment #2 funding – CIP Impact \$29,457.

Public Works Department - Appropriate additional funding to the Port Malabar Paving East project (20GO16), \$295,000, and the NE Area Knecht Road Paving project (21GO17), \$1,072,000, to supplement the increase cost of asphaltic concrete material; approved by City Council 10/06/2022 – CIP Impact \$1,367,000.

Public Works Department - Appropriate additional funding to the Cured In Place Pipe project (22SU01) due to project quote coming in over budget; approved by City Council 11/27/2022 – CIP Impact \$91,171.

Public Works Department - Open and assign funds to the FY23 Road Rejuvenation project (23RD01); approved by City Council 11/17/2022 – CIP Impact \$2,400,000.

Public Works Department - Open and assign funds to the Bass Pro Shop Emergency Repair project (23SU12); approved by City Council 10/20/2022 – CIP Impact \$172,000.

Public Works Department - Re-appropriate funds for the Parks & Facilities Department truck #4240 and #4253 replacements; initial appropriation occurred on FY 2022 Budget Amendment #2 – CIP Impact \$60,000.

Public Works Department - Re-appropriate funds for the Public Works Department Director vehicle; initial appropriation occurred on FY 2022 Budget Amendment #2 – CIP Impact \$16,878.

Public Works Department - Re-appropriate previously received insurance claim funds towards the replacement of the John Deere Tractor #7193; initial appropriation occurred on FY 2022 Budget Amendment #2 – CIP Impact \$33,966.

Utilities Department - Open and assign funds to the North Regional Water Treatment Plant 0.5MG Tank Repairs project (23WS15) for repairs and replacement of the storage tank foundation and interior tank piping; approved by City Council 10/20/2022 – CIP Impact \$139,510.

Utilities Department – Appropriate funding to the South Regional Water Treatment Plant Expansion project (18WS04) for Change Order #7 for changes to the scope of services and an extension of 195 days to the contract time; approved by City Council 11/03/2022 - CIP Impact \$367,756.

Utilities Department - Re-appropriate funds for the purchase of a Valve Insertion Equipment; initial appropriation occurred on the FY22 Approved Budget and funds were unspent/unencumbered – CIP Impact \$125,000.

### **Budget Transfers: Transfer of Funds Between Capital Projects/Accounts:**

Public Works Department - Budget Transfer #2

Budget Correction: Transfer funds from capital account 7013-6401/Surveying Services (\$80,000) to capital account 7026-6401/Traffic Operations \$80,000 to correct incorrectly budgeted FY 2023 approved CIP (Crash Attenuator) – Net CIP Impact \$0.

**Public Works Department - Budget Transfer #3**

Budget Correction: Transfer funds from capital account 6411/Computer Software (\$40,000) to capital account 6403/Light Vehicles \$40,000 to correct incorrectly budgeted FY 2023 Approved CIP (F150 4x4 Pick Up truck) – Net CIP Impact \$0.

**Finance Department - Budget Transfer #23**

Budget Correction: Transfer funds from Building E Construction project (20BD01) (\$2,000,000) to the Financial System Replacement Project (22IT01) \$2,000,000. Funds were incorrectly budgeted in the wrong project in FY22 Budget Amendment #5 - Net CIP Impact \$0.

**Public Works Department - Budget Transfer #25**

Transfer available funds from the Gallash @ C-14 Culvert project (20SU10) (\$2,500) to the Country Club Units project (21SU12) \$2,500 to fund budget overage in preparation for final payment and project closeout – Net CIP Impact \$0.

**Public Works Department - Budget Transfer #26**

Budget Correction: Transfer funds from capital account 7084-6404/Construction Vehicles (\$66,285) to capital account 7083-6401/Machinery & Equipment \$66,285 to correct incorrectly budgeted FY 2023 approved CIP (Remote 60" Rotary Mower) – Net CIP Impact \$0.

**Utilities Department – Budget Transfer #29**

Budget Correction: Transfer funds from the NR Administration project (23WS05) temporarily budgeted in capital account 6301/Impr Other Than Buildings (\$375,000) to capital account 6201/Buildings \$375,000 to correct the FY23 Approved Budget; and transfer funds from 8020-6404/Construction Vehicles (\$80,000) to capital account 8020-6401/Machinery & Equipment \$80,000 to correct incorrectly budgeted FY 2023 Approved CIP (Crane Truck) – Net CIP Impact \$0.

**Budget Transfers: Added/Removed Capital Projects, Addition/Reduction of Funding:**

**Public Works Department - Budget Transfer #14**

Budget Correction: Transfer funds from operating account 4904/Tags, Titles & Permits to capital account 6403/Light Vehicles \$1,500 to correct incorrectly budgeted FY 2023 Approved CIP funds – CIP Impact \$1,500.

**Public Works Department - Budget Transfer #19**

Transfer funds from operating account 5207/Vehicle Parts to capital account 6401, \$55,000 to purchase a Heavy-Duty Column Lift System for fire truck type equipment with dual rear axles – CIP Impact \$55,000.

**Information Technology Department - Budget Transfer #22**

Transfer funds from operating account 4604/Computer Software Maintenance to capital account 6403/Light Vehicles \$1,900 to cover cost for Ford Maverick Hybrid vehicle, which came in higher than anticipated – CIP Impact \$1,900.

**Recreation Department - Budget Transfer #27**

Transfer available funds from various operation accounts to capital account 6403/Light Vehicles \$26,550 to cover out of contract budget overage due to supply shortage for three vehicles – CIP Impact \$26,550.

**FY 2022 to FY 2023 Unexpended Project Funding Rolls:**

Unexpended funding for 91 projects has been rolled from FY 2022 to FY 2023; the Capital Improvements

Program total FY 2023 funding for each project has been amended. Refer to Exhibit “A” for funding details.

**REQUESTING DEPARTMENT:**

Finance

**FISCAL IMPACT:**

Please refer to Exhibit A for details.

**RECOMMENDATION:**

Motion to adopt, by Resolution, the First Amendment to the FY 2023 Capital Improvements Program.

**ATTACHMENTS:**

**Description**

**FY 23 First CIP Project Detail Summary\_Exhibit A\_01.19.2023\_FINAL  
Resolution 2023-03**



Fund	Department Division Account	Project Number	Capital Improvements Program Summary	FY 2023 Adopted CIP Budget	FY 2022 to FY 2023 Rollovers	FY 2023 Amendments	New Project TOTAL	TOTAL FY 2023
Utilities Operating								
421	421-8010-536-6201	23WS05	Demo & Rebuild NR Admin Building			375,000	375,000	375,000
421	421-8010-536-6301	23WS03	So Regional Campus Parking Lot Expansion	212,000			212,000	212,000
421	421-8010-536-6301	23WS05	Demo & Rebuild NR Admin Building	375,000		(375,000)	0	0
421	421-8011-536-6201	20BD01	Building E Construction		16,427		16,427	16,427
421	421-8012-536-6401	N/A	Nat'l Lift Truck Services		34,500		34,500	34,500
421	421-8013-536-6407	22WS03	Upgrade Microsoft SQL SW		6,939		6,939	6,939
421	421-8014-536-6201	20WS05	NR Aggregate Storage Facility		10,000		10,000	10,000
421	421-8014-536-6301	20WS02	Security Camera Repl/Upgr		17,927		17,927	17,927
421	421-8014-536-6403	N/A	Vehicle Replacement - #6931 Ford F250	65,000			65,000	65,000
421	421-8016-536-6403	N/A	Add two (2) Field Service Reps.	62,000	24,398		86,398	86,398
421	421-8017-536-6403	N/A	Add Water Quarilty Technician	32,000			32,000	32,000
421	421-8017-536-6403	N/A	New and Reclass Utilities Compliance Inspector	34,000			34,000	34,000
421	421-8020-533-6201	20WS05	NR Aggregate Storage Facility		10,000		10,000	10,000
421	421-8020-533-6322	N/A	New Meter Service Installation	600,000			600,000	600,000
421	421-8020-533-6322	22WS29	Sandy Pines Meter Installation		355,004		355,004	355,004
421	421-8020-533-6324	22WS03	Cedar Side Meter Removal		45,000		45,000	45,000
421	421-8020-533-6401	N/A	Equip. Replcmt - lgersol Compressor w/ Doosan Compressor	25,000			25,000	25,000
421	421-8020-533-6401	N/A	Valve Insertion Equipment			125,000	125,000	125,000
421	421-8020-533-6401	N/A	Crane Truck			80,000	80,000	80,000
421	421-8020-533-6403	N/A	Vehicle Replacement - #6923 Chevrolet C3500 w/ Ford F350	70,000			70,000	70,000
421	421-8020-533-6403	N/A	Vehicle Replacement - #6949 Ford F350	70,000			70,000	70,000
421	421-8020-533-6403	N/A	Vehicle Replacement - #6951 Ford F350	70,000			70,000	70,000
421	421-8020-533-6404	N/A	Crane Truck	80,000		(80,000)	0	0
421	421-8020-533-6404	N/A	Vehicle Replacement 6301 Sterling SLT7500 Dump	80,000			80,000	80,000
421	421-8023-533-6221	22WS02	SRWTP Cover for Antiscalant & Orthophosphate Chemicals		50,000		50,000	50,000
421	421-8023-533-6221	22WS09	SRWTP Spare Chemical Feed Pumps		20,000		20,000	20,000
421	421-8023-533-6301	22WS13	SRWTP Deep Injection Well Road		70,000		70,000	70,000
421	421-8023-533-6407	20WS01	NRWWTP Emergency Pond Lining System		158,077		158,077	158,077
421	421-8024-533-6221	19WS12	NRWTP Sludge Handling		103,000		103,000	103,000
421	421-8024-533-6221	20WS01	NRWWTP Emergency Pond Lining System	422,500			422,500	422,500
421	421-8024-533-6403	N/A	Vehicle Replacement - #6919 - Chevrolet 2500 with Ford F250	65,000			65,000	65,000
421	421-8024-533-6407	22WS08	Well SCADA Upgrades	23,400	21,500		44,900	44,900
421	421-8030-533-6401	N/A	Ultra-Shorty Camera for Sewer Assessment	7,000			7,000	7,000
421	421-8030-533-6401	N/A	Additional Light Tower for low level lighting work	20,000			20,000	20,000
421	421-8030-535-6201	20WS05	NR Aggregate Storage Facility		10,000		10,000	10,000
421	421-8030-535-6325	22WS01	SRWRF-NRWRF Diversion Valves		30,000		30,000	30,000
421	421-8030-535-6325	22WS07	Smart Cover - Subsonic Manhole Covers	100,000	42,520		142,520	142,520
421	421-8030-535-6327	16WS07	Regional Pump Station #1		1,033,209		1,033,209	1,033,209
421	421-8030-535-6327	22WS05	Permanent Bypass Pump - Critical Waterfront Lift Stations		300,000		300,000	300,000
421	421-8030-535-6327	22WS05	Permanent Bypass Pump - Critical Waterfront Lift Stations	450,000			450,000	450,000
421	421-8030-535-6403	N/A	6947 Replacement 2008 Ford F250 with Ford F250	65,000			65,000	65,000
421	421-8030-535-6403	N/A	6969 Replacement 2011 Chevrolet Silverado with Ford F250	65,000			65,000	65,000
421	421-8030-535-6403	N/A	Additional Electrical Technician I	50,000			50,000	50,000
421	421-8030-535-6404	N/A	Two (2) Crane Trucks (Collections - Lift Stations) & Vehicle replacement - #6301	380,000			380,000	380,000
421	421-8030-535-6407	22WS11	WIN911 SCADA Call Outs		22,000		22,000	22,000
421	421-8033-535-6211	N/A	SRWRF Capital Needs - Maintenance Shed	5,000			5,000	5,000
421	421-8033-535-6211	N/A	SRWRF Capital Needs - Storage Shed	3,000			3,000	3,000
421	421-8033-535-6221	23WS06	SRWRF Sludge Deatering Facility	250,000			250,000	250,000
421	421-8033-535-6301	N/A	SRWRF Camera System	10,000			10,000	10,000
421	421-8033-535-6325	23WS04	SRWRF Reclaimed Water MLE	383,000			383,000	383,000
421	421-8033-535-6401	N/A	SRWRF Capital Needs - Hack DR 3900 Bench Top Meter	5,000			5,000	5,000
421	421-8033-535-6401	N/A	SRWRF Capital Needs - Telehandler with Man Basket Attachment	25,000			25,000	25,000
421	421-8033-535-6401	N/A	SRWRF Capital Needs - Electric Utility Cart	10,000			10,000	10,000
421	421-8033-535-6403	N/A	SRWRF Capital Needs - F450 4x4 Utility Box Truck with Hydraulic Auto Crane	35,000			35,000	35,000
421	421-8033-535-6403	N/A	SRWRF Capital Needs - Single Cab Full Size Truck	20,000			20,000	20,000
421	421-8034-535-6221	22WS04	NRWWTP Sewarge Dewatering Facility	2,021,500	87,000		2,108,500	2,108,500
421	421-8034-535-6221	17WS13	NRWWTP Clarifier 2 Construction		131,535		131,535	131,535
421	421-8034-535-6221	17WS16	WRF Denitrification Project		12,046		12,046	12,046
421	421-8034-535-6221	20WS01	NRWWTP EMERGENCY POND LIN		51,500		51,500	51,500
421	421-8034-535-6325	21WS03	NRWRF Substandard FM		751,500		751,500	751,500
421	421-8034-535-6325	23WS08	Valve Maintenance & Replacement Program	100,000			100,000	100,000
421	421-8034-535-6326	23WS07	Biosolids Reduction Program	150,000			150,000	150,000
421	421-8034-535-6403	N/A	6955 Replacement 2008 Ford F150	65,000			65,000	65,000
421	421-8034-535-6407	22WS10	NRWRF Headworks SCADA		6,480		6,480	6,480
Utilities Connections Fee Fund								
423	423-8021-533-6324	20WS07	PM Unit 3 WM Replacement		26,857		26,857	26,857
423	423-8021-533-6324	20WS08	Mandarin WM Extension & Replacement		60,934		60,934	60,934
423	423-8021-533-6324	20WS09	Cadez WM Replacement and Upgrade		112,005		112,005	112,005
423	423-8021-533-6324	21WS22	Eagle Rock Water Main Loop/Upgrade		3,438		3,438	3,438
423	423-8021-533-6324	22WS15	12" Water Main Extension		191,000		191,000	191,000
423	423-8031-535-6221	22WS14	SRWRF Expansion - 1 MG to 2 MG	400,000	35,000		435,000	435,000
423	423-8031-535-6325	22WS16	Force Main Extension - Osmosis to DeGroodt	370,000	21,570		391,570	391,570
423	423-8031-535-6327	22WS36	LS #61 Upgrade @ Nathi TH		73,689		73,689	73,689
Utilities Renewal and Replacement Fund								
424	424-8022-533-6201	23WS01	Nash Street Repump Station - Building Roof Replacement	82,500			82,500	82,500
424	424-8022-533-6221	17WS04	Tsf Filter/Backwash Pump		119,544		119,544	119,544
424	424-8022-533-6221	18WS06	NRWTP HSP Replacement		209,499		209,499	209,499
424	424-8022-533-6221	18WS19	Generator and Air Compressor		97,471		97,471	97,471
424	424-8022-533-6221	19WS07	NRWTP CO2 System		766,211		766,211	766,211
424	424-8022-533-6221	19WS08	NRWTP Sodium Hypochlorite Pump Skid Replc		213,000		213,000	213,000
424	424-8022-533-6221	19WS10	Nash HSP/MCC Replacement		1,005,363		1,005,363	1,005,363
424	424-8022-533-6221	19WS11	NRWTP Lime Slaking Silo Replacement		301,868		301,868	301,868
424	424-8022-533-6221	21WS09	SRWTP Transfer Switch Replacement		63,185		63,185	63,185
424	424-8022-533-6221	21WS12	NRWTP Treatment Unit #3		29,902		29,902	29,902
424	424-8022-533-6221	21WS13	NRWTP Elevated Tank Rehabilitation		246,486		246,486	246,486
424	424-8022-533-6221	21WS14	North Regional RO Plant Rehabilitation		1,196,104		1,196,104	1,196,104
424	424-8022-533-6221	21WS15	NRWTP 1.0 MG Ground Storage Tank Rehab		50,000		50,000	50,000
424	424-8022-533-6221	21WS20	NRWTP Actuators on Clearwell Pumps Discharge		50,000		50,000	50,000
424	424-8022-533-6221	22WS17	NRWTP Fluoride System Replacement		177,792		177,792	177,792
424	424-8022-533-6221	22WS18	SRWTP Fluoride System Replacement		170,628		170,628	170,628
424	424-8022-533-6221	22WS20	SRWTP Micron Filter Lines Rehabilitation		39,000		39,000	39,000
424	424-8022-533-6221	21WS12	NRWTP Treatment Unit #3	2,590,000			2,590,000	2,590,000
424	424-8022-533-6221	21WS15	NRWTP 1.0 MG Ground Storage Tank Rehab	485,000			485,000	485,000
424	424-8022-533-6221	18WS04	SRWTP 4MG to 6MG Expansion			367,756	367,756	367,756
424	424-8022-533-6221	23WS15	NRWTP 0.5MG Tank Repairs			139,510	139,510	139,510
424	424-8022-533-6318	17WS22	WELL 17 REHAB		63,878		63,878	63,878
424	424-8022-533-6318	19WS17	Rehabilitation of Well #10		7,399		7,399	7,399
424	424-8022-533-6322	21WS16	Replace Large Meter Assemblies	100,000	37,224		137,224	137,224
424	424-8022-533-6322	21WS18	Dual Check Replacement Program	174,570	128,657		303,227	303,227
424	424-8022-533-6322	N/A	Meter Services - Meter Replacement	285,000	58,383		343,383	343,383
424	424-8022-533-6324	19WS02	Public Works Utility Relocation Projects	150,000	491,744		641,744	641,744

Fund	Department Division Account	Project Number	Capital Improvements Program Summary	FY 2023 Adopted CIP Budget	FY 2022 to FY 2023 Rollovers	FY 2023 Amendments	New Project TOTAL	TOTAL FY 2023
424	424-8022-533-6324	19WS06	Water Valve Replacement Program	214,974	124,182		339,156	339,156
424	424-8022-533-6324	19WS13	Fire Hydrant Replacement		334,953		334,953	334,953
424	424-8022-533-6324	20WS07	PM UNIT 3 WM REPLACEMENT		150,757		150,757	150,757
424	424-8022-533-6324	20WS08	Mandarin WM Extension and Replacement		9,934		9,934	9,934
424	424-8022-533-6324	20WS09	Cadez WM Replacement & Upgrades		40,905		40,905	40,905
424	424-8022-533-6324	20WS10	Pt Malabar Raw WM Replace		109,249		109,249	109,249
424	424-8022-533-6324	21WS19	Turkey Creek to Port Malabar WM Replacement		189,258		189,258	189,258
424	424-8022-533-6324	21WS22	Eaglerock Water Main Upgrade & Looping		3,438		3,438	3,438
424	424-8022-533-6324	22WS24	AFD Installation and Replacement Program	150,000	150,000		300,000	300,000
424	424-8022-533-6324	23WS10	Replace Existing 8" with 12" on U.S. 1 (Anglers-Breezy Palms RV Park)	575,400			575,400	575,400
424	424-8032-535-6221	18WS16	NRWWTP Grit System Rehabilitation		1,005,777		1,005,777	1,005,777
424	424-8032-535-6221	22WS25	NRWRF Blower Optimization		69,000		69,000	69,000
424	424-8032-535-6221	22WS28	NRWWTP Grit Dr. Assembly		51,067		51,067	51,067
424	424-8032-535-6325	14WS07	Cable Lane Sewer Repl		343,198		343,198	343,198
424	424-8032-535-6325	18WS08	ARV Upgrade Program		87,332		87,332	87,332
424	424-8032-535-6325	19WS02	Public Works Util Relocation		127,565		127,565	127,565
424	424-8032-535-6325	20WS11	Sanitary Sewer Lining Program		532,012		532,012	532,012
424	424-8032-535-6325	21WS06	Replace PM Unit 55 Sanitary Sewer Pumping Systems		659,355		659,355	659,355
424	424-8032-535-6325	21WS07	Sewer System Repair/Replacement		630,000		630,000	630,000
424	424-8032-535-6325	21WS10	Replace Force Main Crossings at Various Locations		200,000		200,000	200,000
424	424-8032-535-6325	22WS21	Lift Station #5 Rehabilitation Project		40,564		40,564	40,564
424	424-8032-535-6325	18WS08	ARV Upgrade Program	100,000			100,000	100,000
424	424-8032-535-6325	19WS02	Public Works Utility Relocation Projects	50,000			50,000	50,000
424	424-8032-535-6325	20WS11	Sanitary Sewer Lining Program	1,200,000			1,200,000	1,200,000
424	424-8032-535-6325	21WS06	Replace PM Unit 55 Sanitary Sewer Pumping Systems	175,000			175,000	175,000
424	424-8032-535-6325	21WS07	Sewer System Repair/Replacement	726,000			726,000	726,000
424	424-8032-535-6325	22WS21	Lift Station #5 Relocation	481,045			481,045	481,045
424	424-8032-535-6325	23WS12	Inflow & Infiltration Mitigation Program - Sanitary Sewer Assessment & Rehabilitation	100,000			100,000	100,000
424	424-8032-535-6326	20WS12	NRWWTP Reuse Irrigation Rehab		30,000		30,000	30,000
424	424-8032-535-6327	17WS23	Lift Station #1 Relocate		1,218,740		1,218,740	1,218,740
424	424-8032-535-6327	18WS10	Lift Stations RTU Replacement		624,968		624,968	624,968
424	424-8032-535-6327	18WS11	LS Electrical Panel Repl		430,317		430,317	430,317
424	424-8032-535-6327	18WS21	Lift Station Rehabilitation Program		170,368		170,368	170,368
424	424-8032-535-6327	21WS17	Lift Station #4 and Lift Station #41 Modifications		125,000		125,000	125,000
424	424-8032-535-6327	22WS21	Lift Station #5 Rehabilitation Project		139,436		139,436	139,436
424	424-8032-535-6327	22WS22	Lift Station #2 Rehabilitation Project		158,019		158,019	158,019
424	424-8032-535-6327	22WS23	Lift Station #27 Rehabilitation Project		100,000		100,000	100,000
424	424-8032-535-6327	18WS10	Lift Stations RTU Replacement Program	230,000			230,000	230,000
424	424-8032-535-6327	18WS11	Lift Station Electrical Panel Replacement Program	174,215			174,215	174,215
424	424-8032-535-6327	18WS21	Lift Station Rehabilitation Program	198,082			198,082	198,082
424	424-8032-535-6327	22WS21	Lift Station #5 Relocation	1,610,455			1,610,455	1,610,455
424	424-8032-535-6327	N/A	Replace Auto Transfer Switch on Generators	20,000			20,000	20,000
424	424-8032-535-6409	23WS09	NRWRF AquaDisk Disk Filter Phase 2 (3rd Filter)	756,000			756,000	756,000
424	424-8032-535-6409	N/A	Harbin Sewer Cleaning Machine	150,000			150,000	150,000
424	424-8040-536-6201	23WS11	Building & Structure assessment & Rehabilitation	50,000			50,000	50,000
424	424-8040-536-6211	23WS14	Pavillion Conversion at North Regional Campus	20,000			20,000	20,000
Main Line Extension Fee Fund								
425	425-8021-533-6101	21WS22	Eaglerock Water Main Upgrade & Looping		10,000		10,000	10,000
425	425-8021-533-6324	19WS15	GARVEY RD WM LINE EXTENSI		202,691		202,691	202,691
425	425-8021-533-6324	20WS08	MANDARIN WM EXTENS&REPLAC		11,500		11,500	11,500
425	425-8021-533-6324	20WS15	WALMSLEY ST WM EXTENSION		19,144		19,144	19,144
425	425-8021-533-6324	20WS16	UNIT 21 WATER SYSTEM LOOP		160,393		160,393	160,393
425	425-8021-533-6324	21WS22	Eaglerock Water Main Upgrade & Looping		12,681		12,681	12,681
425	425-8021-533-6324	21WS23	Pace Drive WM Looping		242,199		242,199	242,199
425	425-8021-533-6324	22WS26	Malabar Road Extension (Weber to Corey)	875,000	64,650		939,650	939,650
425	425-8021-533-6324	22WS27	Water Main Loop on Eldron Boulevard SE		204,172		204,172	204,172
425	425-8021-533-6324	23WS02	Misc. System-wide Looping Projects	500,000			500,000	500,000
425	425-8021-533-6324	23WS13	Loop on Devonwood To Eldron	50,243			50,243	50,243
Utilities SRF Loan Fund								
433	433-8031-535-6221	16WS05	South Regional Water Reclamation Facility		20,875,037		20,875,037	20,875,037
Utilities '20 Bond Construction Fund								
434	434-8021-533-6221	18WS04	SRWTP 4MG to 6MG Expansion		1,112,004		1,112,004	1,112,004
Utilities SRF Loan Fund								
Utilities '20 Bond Construction Fund								
TOTAL UTILITY DEPARTMENT ONLY				19,548,884	40,238,258	632,266	60,419,408	60,419,408

Fund	Department Division Account	Project Number	Capital Improvements Program Summary	FY 2023 Adopted CIP Budget	FY 2022 to FY 2023 Rollovers	FY 2023 Amendments	New Project TOTAL	TOTAL FY 2023
Building								
451	451-3120-524-6201	20BD01	Building E Construction		6,654,900		6,654,900	6,654,900
451	451-3120-524-6401	N/A	Electric Vehicle Chargin Station (5 @ \$34,126)	170,630			170,630	170,630
451	451-3120-524-6403	N/A	Electric Ford F150 4x4 Crew Cab (15 @ \$40,079 ea)	601,185	28,231		629,416	629,416
001	001-2310-519-6407	20BD01	Building E Construction		2,000,000	(2,000,000)	0	0
128	128-3414-559-6201	20BD01	Building E Construction		9,407,039		9,407,039	9,407,039
Community & Economic Development								
112	112-3411-554-6101	22CD01	PW Drain PRJ/Lnad Acquisition D.H.		496,031		496,031	496,031
112	112-3411-554-6201	20CD01	Palm Bay Senior Center		579,447		579,447	579,447
112	112-3411-554-6308	14CDBG	Uncomitted & Available funds		90,898		90,898	90,898
112	112-3411-554-6201	21CD02	Demolition Old FS1		599		599	599
112	112-3411-554-6332	23CD07	Liberia Park Benches			22,245	22,245	22,245
114	114-3411-554-6201	14CD01	Homes for Warriors		95,621		95,621	95,621
114	114-3411-554-6201	22CD07	CHDO - Cmnty Housing Int				0	0
Information Technology								
001	001-2310-519-6403	N/A	Hybrid Ford Maverick Pickup	21,500		1,900	23,400	23,400
001	001-2310-519-6413	20IT01	Disaster Recovery Sol	100,000	16,068		116,068	116,068
001	001-2310-519-6407	22IT01	Financial System Replacement			2,000,000	2,000,000	2,000,000
128	128-3414-559-6407	22IT01	Financial System Replacement		2,000,000		2,000,000	2,000,000
			.					
Fire								
001	001-6012-522-6201	21FD02	Fire Station 7		358,316	3,600,000	3,958,316	3,958,316
001	001-6012-522-6201	22FD03	Mold Remediation ST 4		44,746		44,746	44,746
001	001-6012-522-6201	N/A	Roll encumbrance		4,579		4,579	4,579
001	001-6012-522-6401	N/A	Air Packs (50 Units)	382,624			382,624	382,624
001	001-6012-522-6401	N/A	Regulators for Air Packs (85 Units)	151,218			151,218	151,218
001	001-6012-522-6401	N/A	Washer Extractor for Bunker Gear	8,000			8,000	8,000
001	001-6012-522-6401	22FD09	Quinn Apparatus Fire Station 7			11,000	11,000	11,000
001	0016012-522-6405	22FD09	Quinn Apparatus Fire Station 7			1,100,000	1,100,000	1,100,000
112	112-3411-554-6405	N/A	Fire Engine Station 7	256,740			256,740	256,740
187	187-6050-522-6403	22FD07	Brush Truck St 5 High-Wat		16,250		16,250	16,250
188	188-6050-522-6403	22FD07	Brush Truck St 5 High-Wat		16,250		16,250	16,250
189	189-6050-522-6201	22FD01	Brush Truck St 6		180,000		180,000	180,000
190	190-6050-522-6201	22FD01	Brush Truck St 6		225,529		225,529	225,529
Fleet								
521	521-7070-519-6221	22PK08			120,000		120,000	120,000
521	521-7070-519-6301	22PW05			90,000		90,000	90,000
521	521-7070-519-6401	N/A	Install DEF Tank & Pump Main St	5,000			5,000	5,000
521	521-7070-519-6401	N/A	Install DEF Tank & Pump Malabar	5,000			5,000	5,000
521	521-7070-519-6401	N/A	HeavyDuty Colum Lift			55,000	55,000	55,000
521	521-7070-519-6403	N/A	Encumbrance Rolls		411,111		411,111	411,111
521	521-7070-519-6403	N/A	Parks & Facilities Truck Repl 4240 & 4253			60,000	60,000	60,000
521	521-7070-519-6403	N/A	Public Works Department Director vehicle			16,878	16,878	16,878
521	521-7070-519-6403	N/A	Replacement of the John Deere Tractor #7193			33,966	33,966	33,966
521	521-7070-519-6405	22FD06	Fire Engine #7		102,000		102,000	102,000
521	521-7070-519-6405	22FD04	Fire Station 2		608,000		608,000	608,000
521	521-7070-519-6405	22FD05	Fire Station 3		570,000		570,000	570,000
521	521-7070-519-6405	22FD08	Fire Station 4		35,000		35,000	35,000
521	521-7070-519-6405		Fire Apparatus		572,041		572,041	572,041
Park/Facilities								
001	001-4525-519-6301	22PK02	City Hall Marquee Sign		50,000		50,000	50,000
001	001-4525-519-6301	22PK03	City Hall Entrance Sign		30,000		30,000	30,000
001	001-4525-519-6301	22PK10	Building Security Moved to 22PK10	125,859	74,157		200,016	200,016
001	001-4525-519-6401	22PK04	City Hall Repl Genset		250,000		250,000	250,000
001	001-4525-519-6401	22PK05	PD HQ Chiller Replacement		153,000		153,000	153,000
001	001-4525-519-6401	22PK06	City Hall Chiller Replacement		139,320		139,320	139,320
001	001-4525-519-6403	N/A	Truck #4240 Replacement	55,000			55,000	55,000
001	001-4525-519-6403	N/A	Truck #4245 Replacement	45,000			45,000	45,000
001	001-4525-519-6403	N/A	Plumber/Journeyman 1 3/4 Ton Truck + Tag/Title	45,200			45,200	45,200
001	001-4526-519-6301	20PR03	Drive Through Light Fest		81,765		81,765	81,765
001	001-4526-519-6301	22PK13	Parks Well Improvements		28,189		28,189	28,189
001	001-4526-519-6301	22PK01	Scoreboard Replacement		1,544		1,544	1,544
001	001-4526-519-6332	22PK07	Veterans Park Pavillions		49,173		49,173	49,173
001	001-4526-519-6332	22PK11	Military Static Display		18,860		18,860	18,860
001	001-4526-572-6332	22PK12	Building Security Moved to 22PK10		92,643	60,000	152,643	152,643
001	001-7034-541-6221	22PK09	Covered Structure Veh/Equip		210,000		210,000	210,000
001	001-7034-541-6315	22PW03	San Filippo Sidewalk		100,000		100,000	100,000
112	112-3411-554-6201	22CD37	Veterans Park Upgrades	164,937			164,937	164,937
112	112-3411-554-6332	22CD38	Liberty Park Upgrades	158,350			158,350	158,350
191	191-4050-572-6301	21PR01	Riviera Dog Park		110		110	110
191	191-4550-572-6301	21PR01	Riviera Dog Park		149,780		149,780	149,780
192	191-4550-572-6308	21PR09	FPRP Disc Golf Course		19,285		19,285	19,285
192	192-4550-572-6308	16PK08	Campground @ PB Reg Park		527,926		527,926	527,926
192	192-4550-572-6308	18PR04	Wake Forest BB Court		179,490		179,490	179,490
193	193-4550-572-6308	16PK08	Campground @ PB Reg Park		462,637		462,637	462,637
301	301-4590-572-6308	16PK08	Campground @ PB Reg Park		2,242,092		2,242,092	2,242,092
Police								
001	001-5011-521-6403	N/A	Marked Patrol Officer SUVs (8)	445,400		29,457	474,857	474,857
001	001-5011-521-6403	N/A	Police Officers New Hires (6)	334,050			334,050	334,050
001	001-5011-521-6408	N/A	P25 Compliant Ration Replacement (Desktop Bas	23,700			23,700	23,700
001	001-5011-521-6408	N/A	P25 Compliant Ration Replacement (Mobile)	145,000			145,000	145,000
001	001-5011-521-6408	N/A	P25 Compliant Ration Replacement (Pacset Radi	67,500			67,500	67,500
001	001-5012-521-6401	N/A	Patrol & Investigations CID Drones (3 Units)	31,000			31,000	31,000
001	001-5013-521-6401	N/A	Patrol & Investigations CID Drones (3 Units)	15,500		31,451	46,951	46,951
001	001-5011-521-6403	23PD01	Patrol & Investigations CID Drones (3 Units)			1,910,330	1,910,330	1,910,330
183	183-5050-521-6201	22PD01	Police P&E Interior Expan		42,849		42,849	42,849
183	183-5050-521-6201	22PD02	Fusus RTCC			64,207	64,207	64,207
183	183-5050-521-6201	22PD03	Wellness Suite			65,793	65,793	65,793
301	301-5090-521-6201	20PD01	Roof Replacement & Shutter Instal		428,546		428,546	428,546

Fund	Department Division Account	Project Number	Capital Improvements Program Summary	FY 2023 Adopted CIP Budget	FY 2022 to FY 2023 Rollovers	FY 2023 Amendments	New Project TOTAL	TOTAL FY 2023
301	301-5090-521-6201	21PD01	CDBG-MIT CFHP PD MAIN ST		404,627		404,627	404,627
301	301-5090-521-6201	21PD02	CDBG-MIT CFHP PD SUB ST		96,083		96,083	96,083
Public Works								
001	001-7013-541-6401	N/A	Crash Attenuator	80,000		(80,000)	0	0
001	001-7013-541-6403	N/A	F150 4x4 4 Door Pick Up Truck			41,500	41,500	41,500
001	001-7013-541-6411	N/A	F150 4x4 4 Door Pick Up Truck	40,000		(40,000)	0	0
001	001-7017-541-6401	N/A	Zero Turn Mover	28,000			28,000	28,000
001	001-7017-541-6403	N/A	F150 Crew Cab	64,462			64,462	64,462
001	001-7026-541-6316	22PW06	Bayside-DeGroodt Signal Resp		43,000		43,000	43,000
001	001-7026-541-6316	22PW07	Malabar-Jupiter Signal Resp		42,900		42,900	42,900
001	001-7026-541-6316	23PW01	TS2 Signal Cabinet	61,816			61,816	61,816
001	001-7026-541-6316	N/A	Signal Respan	100,000			100,000	100,000
001	001-7026-541-6401	N/A	Crash Attenuator			80,000	80,000	80,000
001	001-7034-541-6401	N/A	Encumbrance Roll		31,713		31,713	31,713
001	001-7034-541-6404	N/A	F450 Dump Truck	57,347			57,347	57,347
197	197-7050-541-6303	20PW01	Malabar Road PD&E Study		48,925		48,925	48,925
197	197-7050-541-6303	22PW01	Malabar Road Widening		2,500,000		2,500,000	2,500,000
197	197-7050-541-6303	22PW04	Emerson @ Glencove Widen		312,485		312,485	312,485
197	197-7050-541-6316	18PW01	SJHP Traffic Signal @ Malabar		298,289		298,289	298,289
198	198-7050-541-6303	20PW01	Malabar Road PD&E Study		48,925		48,925	48,925
198	198-7050-541-6303	22PW01	Malabar Road Widening		4,500,000		4,500,000	4,500,000
199	199-7050-541-6303	22PW08	Transport Master Plan		47,345		47,345	47,345
199	199-7050-541-6303	21PW06	SJHP Intersxn & Babcock		5,797,343		5,797,343	5,797,343
301	301-7090-539-6306	21PW05	2 Nutrient SEP Baffle Boxes		587,518		587,518	587,518
306	306-7090-541-6303	15PW11	SO. I-95 INTERCHANGE/PKWY		180,645		180,645	180,645
307	307-7090-541-6304	23RD01	FY23 Road Rejuvenation			2,400,000	2,400,000	2,400,000
308	308-7090-541-6303	15PW11	SO. I-95 INTERCHANGE/PKWY		309,608		309,608	309,608
309	309-7090-541-6303	20GO16	Pt. Malabar Pavingt East		1,314,358	295,000	1,609,358	1,609,358
309	309-7090-541-6303	20GO17	NE Area Knecht Road Paving			1,072,000	1,072,000	1,072,000
309	309-7090-541-6303	21GO08	Unit 26 Road Paving		645,518		645,518	645,518
309	309-7090-541-6303	21GO09	Unit 38 Road Paving		164,518		164,518	164,518
309	309-7090-541-6303	21GO10	Unit 39 Road Paving		694,363		694,363	694,363
309	309-7090-541-6303	21GO11	Unit 40 Road Paving		337,719		337,719	337,719
309	309-7090-541-6303	21GO13	Unit 48 Road Paving		4,565,204		4,565,204	4,565,204
309	309-7090-541-6303	21GO14	KIRBY INDUST PARK PAVING		19,535		19,535	19,535
309	309-7090-541-6303	21GO15	PB Colony Road Paving		8,070		8,070	8,070
309	309-7090-541-6303	21GO17	PB Colony Road Paving		1,469,130		1,469,130	1,469,130
309	309-7090-541-6303	22GO01	Driskell Heights Paving		74,831		74,831	74,831
309	309-7090-541-6303	22GO02	Florida Avenue Paving		60,792		60,792	60,792
309	309-7090-541-6303	22GO03	Fairview Subdivision Paving		50,494		50,494	50,494
309	309-7090-541-6303	22GO04	Emerson-Fairhaven to C1 Paving		1,149,626		1,149,626	1,149,626
309	309-7090-541-6303	22GO05	Unit 20 Road Paving		111,277		111,277	111,277
309	309-7090-541-6303	22GO06	NE Area Misc Road Paving		5,630,375		5,630,375	5,630,375
309	309-7090-541-6303	22GO07	CC 1-10 Road Paving		5,475,000		5,475,000	5,475,000
309	309-7090-541-6303	22GO08	Unit 13 Road Paving		3,400,000		3,400,000	3,400,000
309	309-7090-541-6303	22GO09	Unit 14 Road Paving		2,600,000		2,600,000	2,600,000
309	309-7090-541-6303	22GO10	Unit 22 Road Paving		2,700,000		2,700,000	2,700,000
309	309-7090-541-6303	22GO11	Unit 30 & Madden Road Paving		11,830,431		11,830,431	11,830,431
309	309-7090-541-6303	22GO12	Unit 37 Road Paving		2,700,000		2,700,000	2,700,000
309	309-7090-541-6303	22GO13	Unit 57 Road Paving		2,100,000		2,100,000	2,100,000
309	309-7090-541-6303	22GO14	Emerson Paving Amador to Jupiter		1,269,699		1,269,699	1,269,699
309	309-7090-541-6303	22GO16	Madden & Osmosis Paving		1,900,000		1,900,000	1,900,000
309	309-7090-541-6303	23GO01	PMU 6 Road Paving	1,546,134			1,546,134	1,546,134
309	309-7090-541-6303	23GO02	PMU 44 Road Paving	5,116,000			5,116,000	5,116,000
309	309-7090-541-6303	23GO03	PMU 45 Road Paving	4,116,000			4,116,000	4,116,000
309	309-7090-541-6303	23GO04	PMU 55 Road Paving	416,000			416,000	416,000
461	461-7083-538-6309	20SU10	Gallash @ C-14 Culvert		29,026	(2,500)	26,526	26,526
461	461-7083-538-6401	N/A	Tractor and Bush Hog Replace #6808	74,751			74,751	74,751
461	461-7083-538-6401	N/A	Remote 60" Rotary Mower			66,285	66,285	66,285
461	461-7084-541-6309	22PW10	Cured In Place Pipe Project		300,000		300,000	300,000
461	461-7084-541-6309	22SU08	Unit 37 Pipe Replacement		80,710		80,710	80,710
461	461-7084-541-6309	18SU12	Rockabye @ C-42-R Culvert		399,750		399,750	399,750
461	461-7084-541-6309	18SU14	Harper Blvd @ C-18 Culvert		449,490		449,490	449,490
461	461-7084-541-6309	22SU27	Pipe Replacement NE Area		117,233		117,233	117,233
461	461-7084-541-6309	21SU12	Country Club Units		24,106	2,500	26,606	26,606
461	461-7084-541-6309	21SU15	Tranter @ C-41 Pipe Replacement		31,067		31,067	31,067
461	461-7084-541-6309	21SU16	Unit 48 Pipe Replacement		85,715		85,715	85,715
461	461-7084-541-6309	22SU01	Cured In Place Pipe Project		1,070,224	91,171	1,161,395	1,161,395
461	461-7084-541-6309	22SU02	Walden @ C-42 Culvert Rep		364,322		364,322	364,322
461	461-7084-541-6309	22SU03	Ferguson @ C-9 Culvert		500,000		500,000	500,000
461	461-7084-541-6309	22SU05	Unit 30 Pipe Replacement		223,621		223,621	223,621
461	461-7084-541-6309	22SU06	Unit 22 Pipe Replacement		291,331		291,331	291,331
461	461-7084-541-6309	22SU07	Pipe Replacement NE Area Knecht		51,549		51,549	51,549
461	461-7084-541-6309	22SU08	Unit 37 Pipe Replacement		134,597		134,597	134,597
461	461-7084-541-6309	22SU09	Unit 57 Pipe Replacement		224,597		224,597	224,597
461	461-7084-541-6309	22SU10	Unit 44 Pipe Replacement		1,780,000		1,780,000	1,780,000
461	461-7084-541-6309	22SU11	Unit 44 Pipe Replacement		205,276		205,276	205,276
461	461-7084-541-6309	18SU08	Norwood Baffle Box Retrofit	1,761,000			1,761,000	1,761,000
461	461-7084-541-6309	23SU01	Malabar Road Drainage Spin Casting	3,011,000			3,011,000	3,011,000
461	461-7084-541-6309	23SU02	PMU 6 Culvert Replacement	496,000			496,000	496,000
461	461-7084-541-6309	23SU04	PMU 45 Culvert Replacement	1,796,000			1,796,000	1,796,000
461	461-7084-541-6309	23SU05	PMU 50 Culvert Replacement	1,356,000			1,356,000	1,356,000
461	461-7084-541-6309	23SU06	PMU 55 Culvert Replacement	416,000			416,000	416,000
461	461-7084-541-6309	23SU07	Driskell Heights Improvement	25,000			25,000	25,000
461	461-7084-541-6309	23SU08	Turkey Creek Basin	50,000			50,000	50,000
461	461-7084-541-6309	23SU09	Citywide Stormwater Master Plan Update	75,000			75,000	75,000
461	461-7084-541-6309	23SU10	Public Works Sewer Hookup	10,000			10,000	10,000
461	461-7084-541-6309	23SU12	Bass Pro Shop Emergency Repair			172,000	172,000	172,000
461	461-7084-541-6401	N/A	Encumbrance Roll		267,092		267,092	267,092
461	461-7084-541-6401	N/A	Tractor and Bush Hog	74,751			74,751	74,751
461	461-7084-541-6401	N/A	6" Pump, Diesel, Trailer Mount	54,509			54,509	54,509

Fund	Department Division Account	Project Number	Capital Improvements Program Summary	FY 2023 Adopted CIP Budget	FY 2022 to FY 2023 Rollovers	FY 2023 Amendments	New Project TOTAL	TOTAL FY 2023
461	461-7084-541-6404	N/A	Remote 60" Rotary Mower	66,285		(66,285)	0	0
461	461-7084-541-6404	N/A	Tractor/mower with attachment	209,273			209,273	209,273
461	461-7084-541-6404	N/A	Agricultural Equipment		198,022		198,022	198,022
Recreation								
001	001-4120-572-6403	N/A	Vans Replacement	115,500		26,550	142,050	142,050
				24,575,221	102,402,096	11,120,448	138,097,765	138,097,765
			COMBINED TOTAL UTILITY & NON-UTILITY	44,329,105	142,640,354	11,752,714	198,517,173	198,517,173

## RESOLUTION 2023-03

**A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING RESOLUTION 2022-52, ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM FOR THE FISCAL YEARS 2022-2023 THROUGH 2026-2027 FOR THE CITY OF PALM BAY, FLORIDA; RESCINDING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HERewith; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palm Bay's Capital Improvements Program, formally known as the Community Investment Program, was adopted by the City Council on September 21, 2022.

**WHEREAS**, the City of Palm Bay desires to amend the Capital Improvements Program.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA**, as follows:

**SECTION 1.** Resolution 2022-52 is hereby amended by including additional projects to the Five-Year Community Investment Program for Fiscal Years 2022-2023 through 2026-2027, which are, by reference, incorporated herein as Exhibit 'A'.

**SECTION 2.** This resolution shall take effect immediately upon the enactment date. This resolution was duly enacted at Meeting 2023- , of the City Council of the City of Palm Bay, Brevard County, Florida, on , 2023.

---

Rob Medina, MAYOR

ATTEST:

---

Terese M. Jones, CITY CLERK





## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Nancy A. Bunt, Community & Economic Development Director

**DATE:** 1/19/2023

**RE:** Ordinance 2023-04, granting Ad Valorem Tax (AVT) Abatement to Rogue Valley Microdevices, Inc., first reading. (AGENDA REVISION)

**NOTE: AVT APPLICATION ATTACHMENT HAS BEEN REVISED**

The City received an application for an Ad Valorem Tax (AVT) Abatement from Rogue Valley Microdevices, Inc on December 5, 2022. Rogue Valley Microdevices, Inc. is a semiconductor and related devices manufacturing company based in Oregon. The company is interested in acquiring and refurbishing an existing 50,000 SF facility located at 2301 Commerce Park Drive NE, Palm Bay, FL 32905 and plans to create 30 new jobs over three (3) years with an average wage of \$59,900. The company anticipates investing approximately \$25,000,000 in new capital expenditures. The estimated job creation timeline for the project is as follows:

# of New Jobs	Date jobs will be created
10	Year 1
10	Year 2
10	Year 3

**Total: 30**

The Economic Development Commission of Florida's Space Coast (EDC) conducted an economic impact analysis, providing the total impact of this project, to include the direct, indirect, and induced jobs, wages and gross domestic product.

The Brevard County Property Appraiser conducted the required analysis as required by Chapter 196.1995(9), Florida Statutes, to include the estimated total revenue available to the City for the current fiscal year and the estimated revenue which would be lost to the City during the current fiscal year if the exemption applied for were granted. Based on the application, staff estimates that the company would be eligible for an abatement as follows:

Years 1 - 3: 60%  
Year 4: 50%  
Year 5: 40%

Year 6: 30%

**REQUESTING DEPARTMENT:**

Community & Economic Development

**FISCAL IMPACT:**

There will be no fiscal impact until company relocates into the facility and files the required annual report. The future fiscal impact will be the estimated amount of ad valorem taxes exempted, as calculated by the Brevard County Property Appraiser's Office, and will be set on a sliding scale beginning at 60%, gradually decreasing over a 6 year period.

\*The Brevard County Property Appraiser calculations have been adjusted to account for all tangible personal property and real property. See revised attachment, titled AVT Application.

**RECOMMENDATION:**

Motion to adopt an Ordinance granting Ad Valorem Tax (AVT) Abatement to Rogue Valley Microdevices, Inc.

**ATTACHMENTS:**

**Description**

AVT Application (REVISED)

AVT Scoring Sheet

Economic Impact Analysis Packet

Ordinance 2023-04



To be filed with the Board of County Commissioners, the governing boards of the municipality, or both, no later than March 1 of the year the exemption is desired to take effect.

1	Business name <b>Rogue Valley Microdevices, Inc.</b>	Mailing address 943 Automation way, Suite F					
2	Please give name and telephone number of owner or person in charge of this business. Name <b>Jessica Gomez</b>	Telephone number <b>5419518026</b>					
3	Exact Location (Legal Description and Street Address) of Property for which this return is filed <b>2301 Commerce Park Drive, Palm Bay, FL32905 (See legal description attachment)</b>	4 Date you began, or will begin, business at this facility <b>TBD-Q1 23</b>					
5	Description of the improvements to real property for which this exemption is requested <b>HVAC, Power upgrades, Cleanroom installation, wiring and plumbing</b>	Date of commencement of construction of improvements <b>TBD, estimate</b>					
6	Description of the tangible personal property for which this exemption is requested and date when property was, or is to be purchased	APPRaiser's USE ONLY					
	Class or Item	Age	Date of Purchase	Original Cost	Cond*	Fair Market Rent	Cond*
	New Construction Value	0	TBD-Q23	\$ 3,500,000.00		\$ 3,500,000.00	\$
	Process Equipment	0	TBD-Q23	\$ 21,400,000.00		\$ 21,400,000.00	\$
	Servers, Computer Equipment	0	TBD-Q23	\$ 100,000.00		\$ 100,000.00	\$
				\$		\$	\$
				\$		\$	\$
				\$		\$	\$
				\$		\$	\$
				\$		\$	\$
				\$		\$	\$
				\$		\$	\$
				\$		\$	\$
Average value of inventory on hand:				*Condition: good, avg (average), or poor			
Any additional personal property not listed above for which an exemption is claimed must be returned on form DR-405 (Tangible Personal Property Tax Return) and a copy attached to this form.							
7	Do you desire exemption as a <input checked="" type="checkbox"/> new business or <input type="checkbox"/> expansion of an existing business			9 Trade levels (check as many as apply)			
8	Describe type or nature of your business Micro-Electromechanical systems/Semiconductor device fabrication and production			<input type="checkbox"/> Retail <input checked="" type="checkbox"/> Wholesale <input checked="" type="checkbox"/> Manufacturing <input type="checkbox"/> Professional <input type="checkbox"/> Service <input checked="" type="checkbox"/> Office <input checked="" type="checkbox"/> Other, specify:			
10	Number of full-time employees to be employed in Florida						
If an expansion of an existing business:		Net increase in employment	%	Increase in productive output resulting from this expansion	%		
11 Sales factor for the facility requesting exemption:							
Total sales in Florida from this facility-one (1) location only		300,000.00	divided by	Total sales everywhere from this facility-one (1) location only	15,000,000.00	=	2 %
12	For office space owned and used by a corporation newly domiciled in Florida	Date of incorporation in Florida	TBD-Q123		Number of full-time employees at this location 0		
I hereby request the adoption of an ordinance granting an exemption from ad valorem taxation on the above property pursuant to Section 196.1995, Florida Statutes. I agree to furnish such other reasonable information as the Board of County Commissioners, the governing authority of the municipality, or the Property Appraiser may request in regard to the exemption requested herein. I hereby certify that the information and valuation stated above by me is true, correct, and complete to the best of my knowledge and belief. (If prepared by someone other than the taxpayer, his declaration is based on all information of which he has any knowledge.)							
Date 12-05-2022			Signature, preparer _____				
Signature, taxpayer			Preparer's address 943 Automation Way, Suite F. Medford OR. 97504				
Title Founder & CEO			Preparer's telephone number 5417741900				

**Property Appraiser's Use Only**

I	Total revenue available to the county or municipality for the current fiscal year from ad valorem tax sources	\$ 40,722,802.08
II	Revenue lost to the county or municipality for the current fiscal year by virtue of exemptions previously granted under this section	\$ 569,669.39
III	Estimate of the revenue which would be lost to the county or municipality during the current fiscal year if the exemption applied for were granted and the property for which the exemption is requested would otherwise have been subject to taxation	\$ 185,997.76
IV	Estimate of the taxable value lost to the county or municipality if the exemption applied for was granted Improvements to real property \$ 2,975,000      Personal property \$ 21,500,000	
V	I have determined that the property listed above meets the definition, as defined by Section 196.012(15) or (16), Florida Statutes, as a <input checked="" type="checkbox"/> new business <input type="checkbox"/> expansion of an existing business <input type="checkbox"/> neither	
VI	Last year for which exemption may be applied <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> dependent upon the number of years granted by city council. Application to be filed not later than March 1 1/17/23	
	Date	Signature, Property Appraiser



## City of Palm Bay Ad Valorem Tax Abatement Program Scoring Sheet

Business Name: Rogue Valley Microdevices, Inc.

Business Address: 2301 Commerce Park Drive NE

<u>Number of Employees</u>	<u>Or Existing Business Expansion Option</u>	<u>Points</u>
10-20	25% Increase in Employees	3
21-60	50% Increase in Employees	6
61-99	75% Increase in Employees	9
100 and up	100% Increase in Employees	10

<u>Average Annual Wage (Payroll)</u>	<u>Points</u>
Below Average	0
Average (\$51,177)*	4
25% Above Average (\$63,971)	8
50% Above Average (\$76,766)	10
100% Above Average (\$102,354)	12

### Capital Investment

\$ 250,000 - \$1,000,000	1
\$1,000,001 - \$8,000,000	2
\$8,000,001 and up	3

Special District (HUB, Opportunity or Empowerment Zone, or CRA) 1

**TOTAL POINTS:** 13

\* The Average Annual Wage figure shall be updated at the beginning of each calendar year as provided by Enterprise Florida, Inc.

\*\* Minimum of 11 points required to qualify for exemption

<u>Total Points</u>	<u>Percentage of Exemption by Year</u>	<u>Length of Exemption</u>
11 - 13 points**	Years 1 through 3: 60% Year 4: 50% Year 5: 40% Year 6: 30%	6 years
14 - 16	Years 1 through 4: 70% Year 5: 60% Year 6: 50% Year 7: 40%	7 years
17 - 19	Years 1 through 5: 80% Year 6: 70% Year 7: 60% Year 8: 50%	8 years
20 - 22	Years 1 through 5: 90% Year 6: 80% Year 7: 70% Year 8: 60% Year 9: 50%	9 years
23 - 25	Years 1 through 5: 100% Year 6: 90% Year 7: 80% Year 8: 70% Year 9: 60% Year 10: 50%	10 years

The Palm Bay City Council may consider individual or company documentation indicating that the business will be critical to attracting other key businesses in the industry cluster and/or providing benefits exceeding the norm. In those incidences program guidelines may be adjusted on a case-by-case basis.

The City Council reserves the right to vary the ad valorem incentives for certain target industries and businesses deemed critical for the future economic development of the City. In addition, for such targeted industries and businesses, the City Council may consider other economic incentives, such as an ad valorem reimbursement grant incentive, in accordance with the City's home rule and statutory economic development powers. Ad Valorem Abatement or reimbursement grants for such target industries and businesses will be derived on a negotiated schedule and may include such factors as occupied existing business space, development of new business space, capital improvements made, number of jobs created, annual wages, number of relocated jobs, and number of local residents hired.

Certified by City Staff:  Date: 12-29-22

Complete and return this form to Community & Economic Development office via email to [EconDev@pbfl.org](mailto:EconDev@pbfl.org) or drop off to 120 Malabar Road SE, Palm Bay, FL 32907, 2<sup>nd</sup> Floor, Suite 239

**Rogue Valley Microdevices, Inc.**

**City of Palm Bay**

**12/06/22**

**Overview:**

New Job Commitment:	30	Capital Investment:	\$25,000,000
Average Annual Wage:	\$59,900		

**Economic impact from job creation:**

<b>Jobs</b>	<b>Net New Wage</b>	<b>Contribution to GDP</b>
30 (Direct)	\$1,797,000 (Direct)	\$2,794,797 (Direct)
11 (Indirect)	\$756,481 (Indirect)	\$1,073,844 (Indirect)
9 (Induced)	\$435,382 (Induced)	\$851,474 (Induced)
<b>50 TOTAL</b>	<b>\$2,988,864 TOTAL</b>	<b>\$4,720,115 TOTAL</b>

- For every employment position created by ROGUE VALLEY MICRODEVICES, INC. approximately 0.66 additional jobs will be developed to support the operation of the facility.
- For every payroll dollar paid to ROGUE VALLEY MICRODEVICES, INC. approximately \$0.66 will be generated for consumer spending.

**City Tax Impact**

**Years 1-10**

	<b>Annual Taxes on Construction</b>	
Projected Tax Assessed	\$	24,339.28
Potential Abatement (at 100%)	\$	24,339.28
	<b>Annual Taxes on Personal Property</b>	
Projected Tax Assessed	\$	149,512.72
Potential Abatement (at 100%)	\$	149,512.72

**Years 11+ :** Company will be assessed for 100% of tax liability

**Tax Millage Code – 34U0**

**NAICS – 334413**

**IMPLAN Sector – 307**

*Analysis based on information supplied by Rogue Valley Microdevices, Inc. - December 2022*

*Economic impact calculations furnished by EDC Research Office, using IMPLAN version 6.9 (www.IMPLAN.com).*

*Abatement & millage numbers are estimates; all final numbers determined solely by the Brevard County Property Appraiser's Office and the City of Palm Bay.*

*\*Subject to City of Palm Bay's Ad Valorem Tax Abatement Program Guidelines.*

# AD VALOREM TAX ABATEMENT

Job Creation Distribution Worksheet

JOB TITLE / DESCRIPTION	NUMBER OF JOBS	WAGE	ANTICIPATED HIRE TIMELINE (BY YEAR)
Operations Manager	1	\$120,000	Year 1 (~2023)
Site Manager	1	\$100,000	Year 1 (~2023)
Engineer	1	\$80,000	Year 1 (~2023)
Equipment Engineer	1	\$80,000	Year 1 (~2023)
CTO	1	\$100,000	Year 1 (~2023)
Lab Technician	2	\$40,000	Year 1 (~2023)
Assembly Manager	1	\$42,000	Year 1 (~2023)
Shipping / Receiving	1	\$42,000	Year 1 (~2023)
Purchasing Assistant	1	\$32,000	Year 1 (~2023)
Equipment Engineer	1	\$75,000	Year 2 (~2024)
Engineer	1	\$75,000	Year 2 (~2024)
Accounting Associate	2	\$31,000	Year 2 (~2024)
Purchasing Manager	1	\$60,000	Year 2 (~2024)
Lab Technician	4	\$41,000	Year 2 (~2024)
Safety Manager	1	\$65,000	Year 2 (~2024)
Lab Technician	4	\$42,000	Year 3 (~2025)
Outside Sales	1	\$120,000	Year 3 (~2025)
IT / Systems	1	\$90,000	Year 3 (~2025)
Engineer	2	\$75,000	Year 3 (~2025)
CFO	1	\$100,000	Year 3 (~2025)
Bookkeeper+	1	\$42,000	Year 3 (~2025)
<b>Total:</b>	30	\$59,900	~2023 through 2025



## **Rogue Valley Microdevices, Inc. Ad Valorem Tax Abatement Executive Summary**

Founded in 2003, Rogue Valley Microdevices is an Oregon based microchip manufacturing company specializing in MEMS, Sensor, and Biomedical Device fabrication. The company serves as a manufacturing partner to over 150 technology companies supporting the development and commercialization of a wide range of critical technology including:

- Metallization for wafer level packaging
- Small footprint reduced cost LIDAR for autonomous vehicles
- Continuous glucose monitoring device
- Detection of airborne toxins using nanotechnology for wearables
- Realtime chip-based radiation dosimetry
- High accuracy next generation cancer screening
- Graphene-based biosensor for drug discovery
- High accuracy gas flow sensor
- Photoacoustic Imaging Technology for medical applications

Due to growing customer demand, Rogue Valley Microdevices has decided to expand its production capacity by building a second manufacturing facility. The ideal facility will have 50,000sqft of space to support significant growth in capacity and allow the company to more than double in size. The company expects to make an initial investment of \$25 million in new equipment and leasehold improvements. Beyond this initial investment, we expect to continue building capacity and capability, reaching a minimum of 30 employees at the new facility.

After a national site search, the company is considering sites in Arizona, Texas, and Palm Bay, Florida. The Ad Valorem Tax Abatement program would be of great benefit to our growth and expansion efforts by allowing the company to better leverage its capital to increase efficiency and raise competitiveness. It will enable us to move forward with an expansion in Florida. We appreciate the consideration of our request and hope to have the Commission's assistance with our expansion efforts through the approval of Rogue Valley Microdevices for the Ad Valorem Tax Abatement Program.

## **ORDINANCE 2023-04**

**AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, GRANTING AN ECONOMIC DEVELOPMENT AD VALOREM EXEMPTION TO ROGUE VALLEY MICRODEVICES, INC. TO BE LOCATED AT 2301 COMMERCE PARK DRIVE NE, PALM BAY FLORIDA 32905; SPECIFYING THE ITEMS EXEMPTED; PROVIDING THE EXPIRATION DATE OF THE EXEMPTION; FINDING THAT THE BUSINESS MEETS THE REQUIREMENTS OF SECTION 196.1995(8), FLORIDA STATUTES; PROVIDING FOR AN ANNUAL REPORT BY ROGUE VALLEY MICRODEVICES, INC.; PROVIDING FOR THE REPEAL OF ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, economic development and the creation and retention of value added jobs is a priority of the City Council of the City of Palm Bay, and

**WHEREAS**, the citizens of Palm Bay voted to provide economic incentives to qualified new and expanding businesses in the November 2018 general election, and

**WHEREAS**, Rogue Valley Microdevices, Inc. has requested that the City Council of the City of Palm Bay exempt ad valorem taxes for an existing building and tangible personal property at 2301 Commerce Park Drive NE, Palm Bay, Florida 32905, and

**WHEREAS**, Rogue Valley Microdevices, Inc. meets the requirements of Section 196 1995(8), Florida Statutes, as a business planning to expand in Palm Bay Florida, and

**WHEREAS**, the Property Appraiser has provided the Palm Bay City Council with its report as required by Section 196.1995(8), Florida Statutes, and

**WHEREAS**, it has been determined that Rogue Valley Microdevices, Inc. meets the requirements of Section 196.012, Florida Statutes, as an expanding business in Palm Bay, Florida.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA,** as follows

**SECTION 1.** The above recitals are true and correct and by this reference are hereby incorporated into and made an integral part of this ordinance.

**SECTION 2.** An Economic Development Ad Valorem Tax Exemption is hereby granted to Rogue Valley Microdevices, Inc., for its new construction value and tangible personal property.

**SECTION 3.** The total amount of revenue available to the City from ad valorem tax sources for the current fiscal year is \$40,722,802.08.

**SECTION 4.** \$569,669.39 is lost to the City for the current fiscal year by exemptions currently in effect from previous years.

**SECTION 5.** The tax exemption hereby granted shall be for a term of six (6) years commencing with the first year the facility and tangible personal property are added to the assessment roll, and lasting six (6) years thereafter on the following sliding scale of City ad valorem taxes:

Years 1- 3:	60%
Year 4:	50%
Year 5:	40%
Year 6:	30%

**SECTION 6.** In accordance with the findings of the City Council of the City of Palm Bay and the Property Appraiser, the property hereby exempted from ad valorem tax exemption meets the definition of an expansion of an existing business, as defined by Section 196.012, Florida Statutes.



**SECTION 7.** Rogue Valley Microdevices, Inc. shall submit to the City Manager at the beginning of each year an annual report providing evidence of continued compliance with the definition of an expansion of an existing business for each of the six (6) years during which Rogue Valley Microdevices, Inc. is eligible to receive ad valorem tax exemption. If the annual report is not received, or if the annual report indicates Rogue Valley Microdevices, Inc., no longer meets the criteria of Section 196.012 Florida Statutes the City Manager shall make a report to the City Council of the City of Palm Bay for consideration of revocation of this Ordinance granting the tax exemption.

**SECTION 8.** If the City Manager or designee receives written notice that the company qualifying for an ad valorem tax abatement under the authority of this ordinance has decided not to undertake or complete the new business activity or expansion of an existing business activity including construction or equipment purchases giving rise to an ad valorem tax exemption granted under this section, the exemption granted shall be void shall not take effect and shall not be implemented If such a notice is received the foregoing provision shall be self-executing and no further action of the City Council of the City of Palm Bay will be required to void the granted exemption Upon the City's receipt of any such notice the City Manager or designee shall forward the notice to the Property Appraiser along with a copy of this subsection of the ordinance.

**SECTION 9.** If the City Council of the City of Palm Bay revokes this Ordinance it shall be a requirement of the company to reimburse those County ad valorem taxes abated in favor of Rogue Valley Microdevices, Inc. for that period of time that

it was determined that Rogue Valley Microdevices, Inc. no longer met the criteria of Section 196.012, Florida Statutes.

**SECTION 10.** If any portion, clause, phrase, sentence or classification of this ordinance is held or declared to be either unconstitutional, invalid, inapplicable, inoperative or void, then such declaration shall not be construed to affect other portions of the ordinance it is hereby declared to be the express opinion of the City Council of the City of Palm Bay that any such unconstitutional, invalid, inapplicable, inoperative or void portion or portions of this ordinance did not induce its passage, and that without the inclusion of any such portion or portions of this ordinance the City Council would have enacted the valid constitutional portions thereof.

**SECTION 11.** The City Clerk shall file a certified copy of this ordinance with the State of Florida Office of the Secretary of State within ten (10) days of its enactment.

**SECTION 12.** The provisions within this ordinance shall take effect immediately upon the enactment date.

Read In title only at Meeting 2023- , held on , 2023 and read  
in title only and duly enacted at Meeting 2023- , held on , 2023.

---

Rob Medina, MAYOR

ATTEST:

---

Terese M. Jones, CITY CLERK

Reviewed by CAO: \_\_\_\_\_



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Nancy A. Bunt, Community Economic Development Director

**DATE:** 1/19/2023

**RE:** Consideration of the Fiscal Year 2022-2023 HOME Disbursement Agreement with Brevard County (\$1,608,607).

The City of Palm Bay, in partnership with Brevard County and the cities of Melbourne, Cocoa, and Titusville, receives annual HOME Investment Partnership (HOME) funds through the Brevard County HOME Consortium. The allocation amount is determined by the U.S. Department of Housing and Urban Development (HUD) based on the following factors where the first and sixth factors are weighted 0.1; the other four factors are weighted 0.2:

1. Vacancy-adjusted rental units where the head of household is at or below the poverty level.
2. Occupied rental units with at least one of four problems: a) overcrowding; b) incomplete kitchen facilities; c) incomplete plumbing; and d) high rent cost.
3. Rental units built before 1950 occupied by poor households.
4. Rental units described in factor 2 (above) multiplied by the ratio of the cost producing housing for a jurisdiction divided by the national cost.
5. Number of families at or below poverty level.
6. Population of a jurisdiction multiplied by a net per capita income (pci).

Brevard County is responsible for the administration and compliance of regulations which govern these funds, as lead entity for the HOME Consortium. A HOME Investment Partnership Program Disbursement Agreement between Brevard County and each of the four (4) cities is executed to ensure funds are administered in accordance with HOME regulations and allows Brevard County to reimburse the City for any funds expended during the fiscal year.

To date, the City of Palm Bay has only received all annual allocations up to Fiscal Year (FY) 2018-19 HOME allocations due to compliance issues under previous staff and administration. However, current staff and administration have been actively working with Brevard County to come into compliance and receive previous year allocations. As such, City staff has worked diligently with Brevard County's Housing & Human Services Department to release HOME funds up to FY 2020-21, as well as any carry forward funds from previous years and program income received.

The attached FY 2022-2023 Brevard County HOME Investment Partnership Program Disbursement Agreement between Brevard County and the City of Palm Bay includes the release of \$1,608,606.98 as follows:

Up to FY 2020-2021 Allocation	\$1,168,462.50
Carry Forward/Program Income Balance	\$ <u>440,144.48</u>
<b>Total Amount</b>	<b>\$1,608,606.98</b>

As the City is successful in expending these funds and remains in compliance, the City and County will discuss the release of HOME funds for FY 2021-22, and FY 2022-23 HOME supplemental funds in the amount of \$526,805.19 which have not been allocated to the City through this Disbursement Agreement or any previous agreements. Staff is requesting approval of the draft Agreement, pending review by Brevard County and City Attorney.

**REQUESTING DEPARTMENT:**

Community & Economic Development

**FISCAL IMPACT:**

Once the Agreement is approved, staff will complete a Budget Amendment to add funds to the HOME Account in the amount of \$1,608,606.98.

**RECOMMENDATION:**

Motion to approve the FY 2022-2023 HOME Disbursement Agreement between the City of Palm Bay and Brevard County in the amount of \$1,608,606.98 and authorize the City Manager to execute the Agreement.

**ATTACHMENTS:**

**Description**

**FY 22-23 Palm Bay HOME Disbursement Agreement**

**2022-2023 HOME INVESTMENT PARTNERSHIPS  
PROGRAM DISBURSEMENT CONTRACT**

**BETWEEN BREVARD COUNTY AND THE CITY OF PALM BAY**

**THIS CONTRACT** entered into this \_\_\_\_\_ day of \_\_\_\_\_ with an effective date of October 1, 2022 by and between Brevard County Board of County Commissioners, a political subdivision of the State of Florida, hereinafter referred to as “County,” and the City of Palm Bay, a municipality, hereinafter referred to as “City.”

**WHEREAS**, the National Affordable Housing Act of 1990, as amended from time to time, authorized the HOME Investment Partnerships Program (hereinafter referred to as “HOME Program”) to provide financial assistance through the U.S. Department of Housing and Urban Development (hereinafter referred to as “HUD”) to local governments for the production of affordable housing; and

**WHEREAS**, Brevard County, the City of Palm Bay, the City of Melbourne, the City of Cocoa, and the City of Titusville, have entered into an agreement to form a Consortium to obtain funding through the HOME Program to provide affordable housing and subsequent monitoring for its residents; and

**WHEREAS**, the County, recognized by HUD as the Lead Entity of the Brevard County HOME Consortium, desires to establish a mechanism for the successful implementation of the HOME Program; and

**WHEREAS**, the City has requested funds from the Consortium for the benefit of the very low- and low-income citizens of Palm Bay; and

**WHEREAS**, this Contract is authorized pursuant to the provisions of Section 163.01, Florida Statutes, and other applicable law, which authorized the exercise by agreement to two or more public agencies of any power common to them.

**NOW, THEREFORE**, in consideration of the mutual covenants, terms and conditions hereinafter set forth, the County and City mutually agree as follows:

**SECTION I. DEFINITIONS:**

- A. “Approved Activities” means HUD approved activities as stated in the Brevard County HOME Consortium Consolidated Plan and Annual Action Plan.
- B. “Consortium” means the Brevard County HOME Consortium.
- C. “Consortium Approval” means the written approval of the HOME Consortium members.
- D. “City” means the City of Palm Bay.

- E. "County" means the Board of County Commissioners of Brevard County, Florida, c/o Housing and Human Services Department.
- F. "HUD" means the United States Department of Housing and Urban Development.
- G. "HOME Administrator" means the Brevard County Housing and Human Services Department Director or his/her designee.
- H. "HOME Program" means the United States Department of Housing and Urban Development's HOME Investment Partnerships Program.
- I. "HOME Regulations" means 24 CFR Part 91 and 92 and supplemental, additional or successor provisions.
- J. "Lead Entity" refers to the Board of County Commissioners of Brevard County, as required under 24 CFR Part 92.101(a)(ii).
- K. "Program Income" means the gross income received by the participating jurisdiction, sub-recipient, or Community Housing Development Organization, which is directly generated from the use of HOME Program funds and matching contributions.
- L. "Recaptured Funds" means HOME Program funds which are recouped by the participating jurisdiction, sub-recipient, or Community Housing Development Organization when HOME Program assisted housing does not comply with the affordability period required by 24 CFR 92.254(a)(4). The amount of recapture is determined in accordance with 24 CFR 92.254(a)(5)(ii). Any funds recouped in excess of the amount mandated by HOME Program regulations will constitute Program Income.
- M. "Very Low and Low Income" means the definitions set by HUD for the HOME Program in 24 CFR Part 92.2.

**SECTION II. PURPOSE:** The purpose of this Contract is to state the covenants and conditions under which the County shall reimburse the City for eligible activities utilizing both HOME Program funds for fiscal year 2020-2021 and any carry-forward funds from previous fiscal years.

**SECTION III. SCOPE OF SERVICES:** The City shall carry out or cause to be carried out the following approved activities: Community Housing Development Organization, First-Time Homebuyer Program, Housing Rehabilitation Program, Rental New Construction and Program Administration as described in the Annual Action Plan, as may be amended, which is incorporated herein by this reference. Such services shall be performed, except as otherwise specifically stated herein, by persons or instrumentalities solely under the dominion and control of the City. The City shall be responsible for all required HOME Program matching contributions, as outlined under 24 CFR Part 92.218, for approved activities carried out by the City. The City shall be responsible for administering a minimum 15% of this year's allotment, to be utilized by a Community Housing Development Organization, as outlined under 24 CFR 92 Subpart G.

**HOME Disbursement Contract  
between Brevard County and City of Palm Bay**

**SECTION IV. TERM OF CONTRACT:** This Contract shall commence on October 1, 2022 and terminate on September 30, 2023, or on the date on which final completion of all projects funded through this Contract is established, whichever comes first. Notwithstanding the foregoing, all terms and conditions contained in Sections V. through XXV. of this Contract shall survive the termination of this Contract and shall remain in full force and effect throughout any required affordability period as defined in the funded projects.

**SECTION V. USE OF FUNDS:** The County shall reimburse the City an amount not to exceed \$1,168,462.50 allocation through fiscal year 20/21. Any program income received throughout the year will be utilized in accordance with Section VI. Program Income. The parties recognize and agree that the funds shall be used for eligible expenses incurred while carrying out eligible HOME Program activities as outlined in Exhibit B. The schedule for committing and expending funds under this Contract are outlined in Exhibit C and D, respectively. Funds have up to two years to be encumbered and four years to be expended, except Community Housing Development Organization funds which have five years to be expended. The City shall encumber the funds, within two years, no later than September 30, 2024. Unless otherwise authorized by the Consortium, funds which remain un-encumbered shall be subject to Section XIV.

**SECTION VI. PROGRAM INCOME:**

A. All Program Income and recaptured funds generated by Approved Activities shall be retained, tracked and utilized for additional eligible activities by the City.

B. Program Income must be deposited internally within five business days. Program Income must be receipted in Integrated Disbursement and Information System within 30 days. Any available Program Income must be utilized prior to expending Entitlement Funds. A Program Income log must be submitted to the County on a quarterly basis (Exhibit G).

C. The County reserves the right to recapture and utilize Program Income funds, as defined in Section XIV, from member jurisdictions for non-performance or non-compliance. The funds will be used for other projects within the Consortium.

D. If the City is no longer a participant in the Brevard County HOME Consortium when the Program Income or Recaptured Funds are received, the proceeds shall be deposited in the Brevard County HOME Consortium Trust Fund and distributed proportionally among the remaining members of the Consortium; or in accordance with HOME Program regulations in place at that time.

**SECTION VII. UNIFORM ADMINISTRATION REQUIREMENTS:** The City shall comply with applicable uniform administrative requirements, as described in 24 CFR 92.505.

**SECTION VIII. COMPLIANCE RULES, REGULATIONS AND LAWS:** During the performance of this Contract, the City and County agree to comply with all applicable laws, rules, regulations and orders of their successors listed below which by reference are incorporated and made a part hereof. The City and County further agree to abide by all other applicable laws, rules, regulations and orders which are not referred to in this Contract under the HOME Program regulations.

**SECTION IX. AFFIRMATIVE MARKETING POLICY:** The City shall comply with the requirements of 24 CR 92.351. In the event the City does not have a policy in place, the County's Affirmative Marketing Policy attached hereto as Exhibit A shall be followed as it relates to marketing projects to income eligible households.

**SECTION X. CONFLICT OF INTEREST:** The City shall comply with the requirements of 24 CFR 92.356 relative to the Conflict of Interest provisions. The City, its officers, employees, agents, or consultants who exercise or have exercised any functions or responsibilities with respect to the project or who are in a position to participate in a decision making process or gain inside information with regard to any project, shall not obtain a financial interest or benefit from the project, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter. The City, its officers, employees, agents, or consultants shall not occupy any HOME Program assisted unit provided for under this Contract. Any possible conflicting interest on the part of The City, its employees, or agents, shall be disclosed in writing to the County.

A. No employee, officer, agent of the City, or its sub-recipients shall participate in the selection, award, or administration of a contract supported by the HOME Program if a Conflict of Interest, either real or apparent, would be involved;

B. The City or sub-recipient employees, officers, and agents shall not accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to sub-agreements; and

C. Conflict of Interest violations will be subject to the terms of Section XX. Enforcement (Suspension/Termination).

**SECTION XI. OTHER APPLICABLE LAWS, RULES AND REGULATIONS:**

- A. 24 CFR Part 92, as amended – The regulations governing the expenditure of HOME Investment Partnerships Program funds.
- B. 24 CFR Part 58 – The regulations prescribing the Environmental Review procedure, including laws and procedures incorporated by reference.
- C. National Flood Insurance Act of 1968.
- D. 24 CFR Part 1 – The regulations promulgated pursuant to Title VI of the 1984 Civil Rights Act.
- E. 24 CFR Part 107 – The regulations issued pursuant to Executive Orders 11063 which prohibits discrimination and promotes equal opportunity in housing.
- F. Executive Order 11246 (and Revised Order Number 4), as amended by Executive Orders 11375 and 12086 – which establishes hiring goals for minorities and women on projects assisted with federal funds.



- G. Title VII of the 1964 Civil Rights Act as amended by the Equal Employment Opportunity Act of 1972 – which prohibits discrimination in employment.
- H. 24 CFR Part 135 – Regulations outlining requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended.
- I. Age Discrimination Act of 1973.
- J. 24 CFR Part 130 – Regulations which prohibit discrimination in employment in federally assisted construction contracts.
- K. Contract Work – Hours and Safety Standards Act – where applicable.
- L. Lead Based Paint Poisoning Prevention Act.
- M. Section 504 of the Rehabilitation Act of 1973, as amended.
- N. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
- O. 29 CFR Parts 5 – Regulations which prescribe the payment of prevailing wages on federally assisted projects as mandated by the Davis-Bacon Act, where applicable.
- P. Executive Order 11914 – Prohibits discrimination with respect to the handicapped in federally assisted projects.
- Q. Copeland Anti-Kickback Act.
- R. 2 CFR, Part 200 which identifies allowable administrative costs and administrative requirements.
- S. Florida Statutes, Chapter 112, Part III, code of Ethics for Public Officers and Employees.
- T. Public Law 100-430 – The Fair Housing Amendments Act of 1988.
- U. Section 109 of Public Law 100-202 – which restricts the awarding of public works contracts to firms from foreign countries with unfair trade practices.
- V. HUD – required reports, circulars, and procedures.
- W. 24 CFR Part 85 – the “common rule” containing fiscal and administrative requirements for grantees and sub-recipients which are local governments. This includes 2 CFR, Part 200.
- X. 24 CFR Part 92.257 – concerning religious organizations, as applicable.

- Y. Section 92.504 – minimum standards of written contracts, as applicable. Including all project requirements, type of projects to be assisted, property standards, rents and recapture/resale provisions.

**SECTION XII. FUND DISBURSEMENTS:** The City shall not request reimbursement of HOME Program funds under this Contract until the funds are needed for the re-payment of eligible costs as described in 24 CFR 92.205. The requested amount shall not exceed the amount needed. Program income, interest earned, or loan repayments, hereinafter collectively referred to as (“recapture monies”) as defined in 24 CFR 92.503 derived from any projects set forth in this Contract shall be accounted for by the City. Program Income received by the City from HOME Program eligible activities shall be deducted from HOME Program reimbursement & draw request (Exhibit F) submitted by the City for eligible costs. The remaining balance of eligible costs shall be requested from the County on the HOME Program reimbursement & draw request (Exhibit F). HOME Program draw requests shall be submitted at least quarterly with supporting documentation (i.e. invoices for all requested disbursements; excluding administration). The final draw request shall be submitted no later than October 10, 2023.

**SECTION XIII. REIMBURSEMENT:**

- A. This Contract and all rights and duties designated herein are contingent upon the release of HOME Program funds by HUD. Up to the limits of SECTION V. hereof, Brevard County shall reimburse the City for the services described in SECTION III., pending the City’s commitment of HOME Program funds. All such work shall be performed by the City in accordance with applicable requirements of HUD and with all requirements of this Contract. Reimbursement shall be contingent thereupon.
1. Only Approved Activities, which have been set up in accordance with HUD established procedures, shall be reimbursed by the County.
  2. The City shall be reimbursed by the County for allowable costs, in accordance with 24 CFR Part 92 and in accordance with SECTION V. of this Contract.
  3. The City shall submit to the County during the performance hereof the following:
    - a. A cumulative expenditure statement of all costs of the project(s), program income and recaptured funds, for the period from commencement through the end of the report period for which the reimbursement is being requested;
    - b. This information shall be submitted in a format which meets the County’s requirements for documentation used during audits and monitoring visits. Forms provided by the County shall be used when requested. Each request shall contain a cover sheet substantially equivalent to the *Payment Request Form* attached as Exhibit F.
  4. Upon receipt of the above enumerated acceptable documentation, County shall initiate the reimbursement process. Upon determination by the HOME Administrator that the services or material have been invoiced pursuant to the terms of this Contract, the HOME Administrator

shall authorize the County Finance Department to make payment to the City in the amount it determines to be payable.

5. In the event a question or dispute arises regarding a request for reimbursement, the County shall withhold payment to the City for only that part of an invoice in dispute.
  6. Pursuant to Section 218.74, Florida Statutes, the County Finance Department shall issue payment within 45 days after receipt of an acceptable invoice, and approval by the Housing and Human Services Department accepting the goods and/or services provided in accordance with the terms and conditions of this Contract.
  7. If a payment request is disputed, the City shall provide adequate documentation within ten business days from receipt of a request which details the disputed charges.
  8. Payment requests shall be made no less than quarterly, with the final draw for the federal fiscal year submitted no later than October 10, 2023. Payment requests submitted later than October 10, 2023 shall be credited to the following fiscal year.
- B. The City shall take financial responsibility for any and all funds expended by the City on ineligible HOME Program activities, and shall reimburse the U.S. Department of Housing and Urban Development as mandated. The County shall take financial responsibility for any and all funds expended by the County on ineligible HOME Program activities.

**SECTION XIV. RECAPTURE:** In the event of noncompliance of this Contract, recapture of all or part of the allocation may be administered by the County. Any recaptured funds shall be utilized on eligible HOME Program activities within the County or another City within the Consortium. The City understands that HOME Program Community Housing Development Organization funds shall be reduced or recaptured by the federal government if not encumbered and/or expended as outlined under 24 CFR 92.500(d) and further detailed under Section V. Use of Funds.

**SECTION XV. RECORDS AND REPORTS:** Reimbursement is contingent upon the receipt and satisfactory evaluation by the Lead Entity, of the following reports:

- A. **Project Set-Up Report:** The City shall initiate each proposed HOME Program activity by completing a Set-Up Report as required by HUD. The Set-Up Report shall be retained by the City and a copy submitted to the County with the initial reimbursement request.
- B. **Reimbursement/Expenditure Report:** The City shall submit reimbursement requests along with an expenditure statement as outlined in SECTION XIII. of this Contract.
- C. **Quarterly Progress Report:** The City shall complete and submit to the County Exhibit E, by the 15th day of January, April, July and October 2023.
- D. **Project Completion Report:** At the time a project has been completed, the City shall complete a Project Completion Report and Quarterly Progress Report, within 120 days

of the final draw down request for the project. The Completion Report shall be retained by the City and a copy may be submitted to the County with the final reimbursement request.

- E. **Substantial Amendments:** The City shall confirm the necessity of a substantial amendment with the County. If necessary, the City shall complete all applicable advertisement(s) and hearing(s). The City shall forward the substantial amendment documentation to the County for submission to the United States Department of Housing and Urban Development.

**SECTION XVI. AUDITS AND INSPECTIONS:** All records and contracts of whatever nature required by this Contract shall be available for audit, inspection or copying at any time during normal business hours and as often as the Lead Entity, the Consortium, HUD or Comptroller General of the United States, or other federal agency may deem necessary. Brevard County shall have the right to obtain and inspect any audit pertaining to the performance of this Contract made by any local, state or federal agency. The HOME Consortium shall have the right to inspect any of the County's records of whatever nature required by this Contract any time during normal business hours. The City shall retain all of its records and supporting documentation applicable to this Contract for five years after either the resolution of the final audit or the United States Department of Housing and Urban Development approval of the Close-out Report, whichever is later.

**SECTION XVII. MONITORING:** 2 CFR 200.93 defines a sub-recipient as a non-federal entity that receives a sub-award from a pass-through entity to carry out part of a Federal program. The City is required to monitor each sub-recipient to ensure that sub-awards are used for authorized purposes in compliance with Federal statutes, regulations, and the terms and conditions of the sub-award; and that sub-award performance goals are achieved. The City shall adhere to their existing monitoring policy which shall include the monitoring of sub-recipients annually throughout the affordability period. If applicable, updates should be provided to the County annually. Failure to monitor or insufficient sub-recipient monitoring may result in a finding of non-compliance. The lead entity will be required to monitor the project throughout its affordability period.

**SECTION XVIII. SUBCONTRACTS:** All contracts entered into by the City to carry out approved HOME Program activities shall be made in accordance with all applicable laws, rules and regulations stipulated in this Contract. Any additional work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each Section set forth in this Contract. The City must notify the County before they enter into an agreement with a sub-recipient, and the County must approve the Memorandum of Understanding before execution. Joint projects must be advertised and made available to all jurisdictions involved.

**SECTION XIX. NON-ASSIGNABILITY:** The City may not assign this Contract without prior written consent of the County.

**SECTION XX. ENFORCEMENT (SUSPENSION/TERMINATION):**

A. In accordance with 24 CFR 85.43, suspension or termination may occur if the City materially fails to comply with any term of this Contract.

1. The City hereby agrees that the following events constitute a material failure sufficient to warrant suspension of payments:

- a. Improper use of HOME Program funds;
- b. Failure to commit or expend HOME Program funds according to this Contract (without written consent);
- c. Failure to comply with the work, Program or terms of this Contract; specifically, the Approved Activities indicated in the Consolidated Plan and Annual Action Plan;
- d. Failure to submit reports as required, including a favorable audit report, as well as documentation to complete HUD required reports, and
- e. Intentional submittal of incorrect or incomplete reports in any material respect.

2. This Contract may also be terminated for convenience in accordance with 24 CFR 85.44, which provides for termination for mutual convenience or partial termination for specified reasons.

B. If payments are withheld, the Lead Entity shall specify in writing, the actions that shall be taken by the City as a condition precedent to resumption of payments provided that such notification shall specify a reasonable date not to exceed 20 days for compliance.

**SECTION XXI. INDEMNIFICATION:** The City, to the extent allowed by law, shall at all times hereafter indemnify and hold harmless, the County, Brevard County HOME Consortium, its officers, agents and employees, against any and all claims, losses, liabilities, or expenditures of any kind including court costs, attorney's fees and expenses, occurring or resulting from any or all suits or damages of any kind resulting from injuries or damages sustained by any person or persons, corporation or property, by virtue of the performance of this Contract, except that the City shall not incur any liability for the negligence of the other parties named in this Section. Neither the County nor the City shall incur any liability for the negligence of the other.

The foregoing indemnification does not waive any defense of sovereign immunity and shall not waive the damage limits set forth in Section 768.28, Florida Statutes, nor shall it be construed to constitute an agreement by any party to indemnify any other party for such other party's negligent, willful, or intentional acts or omissions.

**SECTION XXII. INSURANCE:** The City shall insure that either its insurance coverage or self-insurance program or the insurance coverage of its contracted agents is adequate and sufficient to

cover the activities performed under this Contract, as the case may be as to the particular actions undertaken.

**SECTION XXIII. PROJECT PUBLICITY:** Any news release, project sign, or other type of publicity pertaining to the project as stated herein, shall recognize the funding provided by HOME Program funds. The parties shall conduct affirmative marketing in accordance with 24 CFR Part 92.351.

**SECTION XXIV. AMENDMENTS:** This Contract may be amended through completion of an Amendment to Disbursement Contract form. The City shall be required to handle any amendment/adjustment according to their City policies, but shall acknowledge and accept execution of this document by the authorized County staff person.

**SECTION XXV. NOTICES:** Formal notices under the terms of this Contract shall be sent, by U.S. mail, as follows:

Brevard County:  
Ian Golden, Director  
Housing and Human Services Department  
2725 Judge Fran Jamieson Way, Bldg. B  
Viera, Florida 32940

City of Palm Bay  
Nancy Bunt, Director  
Community & Economic Development  
120 Malabar Road  
Palm Bay, Florida 32901

***[Signature Page to Follow]***

**IN WITNESS WHEREOF**, the parties have set their hand and seal the day and date first above written.

BOARD OF COUNTY COMMISSIONERS OF  
BREVARD COUNTY, FLORIDA

\_\_\_\_\_  
Frank Abbate, County Manager  
(As approved by the Board on, \_\_\_\_\_).

Reviewed for legal form and content:

\_\_\_\_\_  
Robin Rogers, Assistant County Attorney

ATTEST:

CITY OF PALM BAY

\_\_\_\_\_  
Terese Jones, City Clerk

\_\_\_\_\_  
Suzanne Sherman, City Manager  
(As approved by the Council on \_\_\_\_\_).

**STATE OF FLORIDA**  
**COUNTY OF BREVARD**

ON THIS DAY personally appeared, by means of \_\_\_\_\_physical presence or \_\_\_\_\_ online notarization, Suzanne Sherman, known to me to be the person described in and who executed the foregoing instrument as the City Manager of the City of Palm Bay, Florida for its act and deed, for the uses and purposes therein expressed.

NOTARY SEAL

\_\_\_\_\_  
Notary Public - State of Florida

\_\_\_\_\_  
My Commission Expires

**EXHIBIT A**  
**AFFIRMATIVE MARKETING POLICY**

The HOME Consortium will use affirmative housing marketing practices in soliciting owners/renters, determining eligibility and concluding all transactions. The Consortium members shall further affirmative marketing and fair housing in accordance with 24 CFR Part 92.351. Rental and HOME Program buyer projects containing five or more HOME Program assisted units shall comply with the Affirmative Marketing Policy described below.

1. The Consortium will require the owner to solicit applications for vacant units from persons in the housing market who are least likely to apply for the rehabilitated housing without benefit of special outreach efforts. In general, persons who are not of the race/ethnicity of the residents of the neighborhoods in which the rehabilitated building is located shall be considered those least likely to apply.
2. Owner's advertising vacant units shall include the equal housing opportunity logo or statement. Advertising media shall include contacting the newspapers, radio, television, brochures, leaflets, and/or include a sign in a window. In an effort to reach applicants least likely to apply, the owner may also use community organizations, places of worship, employment centers, fair housing groups, housing counseling agencies, social service centers or medical service centers as resources for this outreach.
3. The owner shall maintain a file containing all affirmative marketing efforts (i.e. copies of newspaper ads, memos of phone calls, copies of letters, etc.) to be available for inspection at least annually by the HOME Consortium.
4. The owner shall maintain a listing of all tenants residing in each unit at the time of the application submittal through the end of the affordability period.
5. The participating entity shall provide the HOME Consortium with an annual assessment of the affirmative marketing program of the development. The assessment shall include:
  - a. Method used to inform the public and potential tenants about federal fair housing laws and affirmative marketing policy (i.e. the use of Equal Housing Opportunity logo type or slogan in print advertising);
  - b. Method used to inform and solicit applications from persons in the housing market area who are not likely to apply without special outreach (i.e., use of community organizations, places of worship, employment centers, etc.); and
  - c. Records describing actions taken by the participating entity and/or owner to affirmatively market units and records to assess the results of these actions.
6. The HOME Consortium will assess the affirmative marketing efforts of the owner by comparing predetermined occupancy goals to actual occupancy data that the owner is required to



maintain. Outreach efforts on the part of the owner will also be evaluated by reviewing marketing efforts.

7. The HOME Consortium will assess the efforts of the owners receiving loans during the rent-up and marketing of the units by use of a compliance certification or personal monitoring visits to the project at least annually.

8. Where an owner fails to follow the affirmative marketing requirements, corrective actions shall include extensive outreach efforts to appropriate contacts to achieve the occupancy goals or other sanctions which the HOME Consortium may deem necessary, up to and including the full repayment of the loan.

**EXHIBIT B**  
**BUDGET Fiscal Year 2022-2023**

<b>ACTIVITY</b>	<b>UP TO FISCAL YEAR 20/21 ALLOCATION</b>	<b>PROGRAM INCOME AMOUNT</b>	<b>TOTAL</b>
<b>Program Administration</b>	\$93,620.06	\$0	\$93,620.06
<b>Community Housing Development Organization</b>	\$159,923.13	\$0	\$159,923.13
<b>Down Payment Assistance</b>	\$120,000.00	\$0	\$120,000.00
<b>New Construction</b>	\$564,143.44	\$440,144.48	\$1,004,287.92
<b>Rental Acquisition and Rehabilitation</b>	\$230,775.87	\$0	\$230,775.87
<b>Total HOME Funded Projects</b>	\$1,168,462.50	\$440,144.48	\$1,608,606.98

This Budget includes the City of Palm Bay's Fiscal Year allocation through fiscal year 20/21 HOME Program allocation of \$1,168,462.50 and \$440,144.48 program income as of September 30, 2022 (for a total of \$1,608,606.98). Any program income received throughout the program year will be utilized in accordance with Section VI.

**EXHIBIT C  
ENCUMBRANCE SCHEDULE**

<b>ACTIVITY</b>	<b>Beginning Balance</b>	<b>1st Quarter Goal</b>	<b>2nd Quarter Goal</b>	<b>3rd Quarter Goal</b>	<b>4th Quarter Goal</b>	<b>Remaining Balance</b>
<b>HOME Admin</b>	\$93,620.06	\$0	\$93,620.06	\$0	\$0	\$0
<b>Community Housing Development Organization Set- Aside</b>	\$159,923.13	\$73,970.12	\$44,863.74	\$41,089.27	\$0	\$0
<b>Down Payment Assistance</b>	\$120,000.00	\$120,000.00	\$0	\$0	\$0	\$0
<b>New Construction</b>	\$1,004,287.92	\$663,356.44	\$340,931.48	\$0	\$0	\$0
<b>Rental Acquisition and Rehabilitation</b>	\$230,775.87	\$0	\$0	\$230,775.87	\$0	\$0

The encumbrance schedule is not based on total funding, but an estimated amount of funds to be encumbered this fiscal year.

**EXHIBIT D  
EXPENDITURE SCHEDULE**

<b>ACTIVITY</b>	<b>Beginning Balance</b>	<b>1st Quarter Goal</b>	<b>2nd Quarter Goal</b>	<b>3rd Quarter Goal</b>	<b>4th Quarter Goal</b>	<b>Remaining Balance</b>
<b>HOME Admin</b>	\$93,620.06	\$16,180.27	\$25,813.26	\$25,813.26	\$25,813.27	\$0
<b>Community Housing Development Organization Set- Aside</b>	\$159,923.13	\$0	\$0	\$0	\$159,923.13	\$0
<b>Down Payment Assistance</b>	\$120,000.00	\$0	\$0	\$0	\$120,000.00	\$0
<b>New Construction</b>	\$1,004,287.92	\$103,000.00	\$50,000.00	\$251,287.92	\$600,000.00	\$0
<b>Rental Acquisition and Rehabilitation</b>	\$230,775.87	\$0	\$0	\$0	\$230,775.87	\$0

**The expenditure schedule is not based on total funding, but estimated amount of funds to be expended this fiscal year.**

**EXHIBIT E**  
**QUARTERLY PROGRESS REPORT**

Period Covered: \_\_\_\_\_ to \_\_\_\_\_  
Date Submitted: \_\_\_\_\_

**A. Project Information**

Agency: City of Palm Bay

Person Preparing the Report: \_\_\_\_\_

**B. Project Cost**

Activity	Estimated Expenditure	Actual Expenditure	% Expended	% Project Completion	Compliant with Encumbrance Schedule (Y/N)	Compliant with Expenditure Schedule (Y/N)

**\*If non-compliant with Encumbrance Schedule or Expenditure Schedule, please provide an explanation for corrective action.**

**C. Program Income (Attach your current program income log).**

Program Income/Recapture: \_\_\_\_\_

Source of Program Income/Recapture: \_\_\_\_\_

**D. Describe success or problems with meeting Goals (Attach Additional Sheets if Necessary):**

---



---

**E. Please specify total number of persons or households (as applicable) assisted/served this quarter.**

Households	Persons	Low to Moderate Income	Low Income	White/Non-Hispanic	American Indian or Alaskan Native	Hispanic	Asian Pacific Islander	Female Headed Household

**EXHIBIT F**  
**HOME PROGRAM REIMBURSEMENT & DRAW REQUEST**

City of Palm Bay

Date: \_\_\_\_\_

Request #: \_\_\_\_\_

Attached is documentation for \_\_\_\_\_ request number \_\_\_\_\_ for the reimbursement of HOME Program  
Expenditures described below:

**Administrative Expenses:**

Activity Year	Activity Number	Activity Description	Activity Address	Activity Funding Amount	Activity Total of Prior Draw	Activity Balance	Total Amount Expended	Program Income Used	Reimbursement Due from The County	Final Draw Y/N	Comments

*Please provide a copy of the signed contract for each new subrecipient agreement.*

\_\_\_\_\_  
**Signature/Date**

**HOME Disbursement Contract  
between Brevard County and City of Palm Bay**

**EXHIBIT G  
PROGRAM INCOME LOG**

**Period Covered:** \_\_\_\_\_

**Agency Name:** \_\_\_\_\_

**Balance Forward:** \_\_\_\_\_

<b>Date Received</b>	<b>Amount Received</b>	<b>Date Deposited</b>	<b>Date Entered in IDIS</b>	<b>Amount Used</b>	<b>Amount Available</b>

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Christopher A. Little, P.E.; Larry Wojciechowski, Finance Director

**DATE:** 1/19/2023

**RE:** Consideration of reallocating funds from the Utilities Operating Undesignated Fund Balance to Utilities Renewal and Replacement Reserves to maintain a fund balance and cover increases to capital projects (\$1,657,000).

For review and consideration, staff requests a Budget Amendment to allocate funds from the Utilities Operating Undesignated Fund Balance to Utilities Renewal & Replacement Reserves, in the amount of \$1,657,000 to maintain a fund balance and to cover increases to capital projects.

During the FY 23 Budget process, the transfer from the Utilities Operating fund to the Utilities Renewal & Replacement fund should have been higher due to the increase of budgeted capital projects estimates. In addition, there have already been two (2) Budget Amendments for capital project increases as a result of inflation costs in the first quarter of FY 23.

**REQUESTING DEPARTMENT:**

Utilities, Finance

**FISCAL IMPACT:**

A total of \$1,657,000 originating from Utilities Operating Undesignated Fund Balance (421-0000-392-3006) will be allocated to Utilities Renewal & Replacement Reserves, account 424-8040-593-9901.

**RECOMMENDATION:**

Motion to approve a budget amendment allocating \$1,657,000 from Utilities Operating Undesignated Fund Balance to Utilities Renewal & Replacement Reserves.





## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**DATE:** 1/19/2023

**RE:** Consideration of utilizing Stormwater Utility Funds to provide additional funding for the Walden at C-42 Culvert Replacement, Project 22SU02 (\$200,000).

A project to design and construct a culvert replacement at Walden and the C-42 canal (Project # 22SU02) was opened in Fiscal Year 2022 with an original budget of \$364,572. During the design phase of this project, the engineer's estimate came in at \$499,483. The \$134,911 increase is largely due to the rising cost of concrete.

Staff is requesting to allocate \$200,000 to Project 22SU02 using Stormwater Utility Funds to cover the increase and provide adequate funding for the anticipated construction costs and other incidentals such as bid advertisement, as well as funds for any unexpected change orders which are typical for construction projects. If approved, staff will prepare a budget amendment to allocate from the Stormwater Utility Fund Undesignated Fund Balance to the Project 22SU02. This project will be issued for competitive bids and an award with actual construction costs will be brought forward for Council's consideration.

Any funds unused at the completion of the project will be returned to Stormwater Utility Fund Balance for use in other Stormwater Utility projects.

**REQUESTING DEPARTMENT:**

Public Works

**FISCAL IMPACT:**

Funding is available in Stormwater Utility Undesignated Fund Balance, account 461-0000-392-3006. Staff will prepare a budget amendment in the amount of \$200,000 to account 461-7084-541-6309 - Project 22SU02. This will appear on Budget Amendment #2.

**RECOMMENDATION:**

Motion to allocate \$200,000 from Stormwater Utility Fund Undesignated fund balance to Project 22SU02, Walden @ C-42 Culvert Replacement.



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Mariano Augello, Chief of Police

**DATE:** 1/19/2023

**RE:** Consideration of expenditures from the Palm Bay Police Department's Law Enforcement Trust Fund for bank fees associated with the Asset Forfeiture Program (\$500).

In accordance with Florida law, funding in the amount of \$500 is being requested from the Law Enforcement Trust Fund (LETf) undesignated fund balance to cover the bank fee expenditures required to support the Asset Forfeiture Program for Fiscal Year 2023. This funding will cover the periodic bank fees, administered by the Finance Department, associated with the Law Enforcement Trust Fund (101).

The expenditure has previously been funded by the Finance Department (General Fund 001) but is a direct cost of the forfeiture program and should be funded through the Law Enforcement Trust Fund. The Police Department is requesting to cover all of future fees incurred during Fiscal Year 2023 through the LETf. In future fiscal year budgets, fees associated with the Asset Forfeiture Program will be budgeted from LETf, along with funding for the related annual administrative expenditures for the City Attorney's Office.

### REQUESTING DEPARTMENT:

Police Department

### FISCAL IMPACT:

As of January 5, 2023, there is a designated fund balance of \$257,243.84 from accounts 101-0000-359-1002 and 101-0000-359-1004. The expenditures will be allocated to account 101-5040-521-4913 (\$500).

### RECOMMENDATION:

Motion to authorize the use of \$500 in Fiscal Year 2023 Law Enforcement Trust Funds for bank fees associated with the Asset Forfeiture Program.

### ATTACHMENTS:


#### Description

LETf Certification Statement 23-03



## **CERTIFICATION STATEMENT**

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Mariano Augello, Police Chief 

**DATE:** January 5, 2023

**SUBJECT:** Law Enforcement Trust Fund (LETf) Forfeiture Expenditures

I certify that the request for the use of the Law Enforcement Trust funds will be used for an authorized purpose pursuant to the provisions of Section 932.7055 of the Florida Statutes.

The following details the usage of the requested expenditures:

VENDOR/ORGANIZATION	ITEM DESCRIPTION	COST
J.P. Morgan Chase Bank	Monthly bank fees for the LETF Fund	\$500.00
<b>TOTAL</b>		<b>\$500.00</b>



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Mariano Augello, Chief of Police

**DATE:** 1/19/2023

**RE:** Consideration of travel and training for specified City employees (Police Department).

*The following request will be replacing an approved FY23 Training & Travel for Jessica Hinchman as was noted on the September 21st 2022 Regular Council Meeting to a GFOA Conference for a total cost of \$2,555.*

The Police Department would like for Council to acknowledge and approve revised travel as noted below:

Budget Officer Jessica Hinchman will be traveling to Virginia Beach, VA March 5-11, 2023 to attend the Women's Leadership Institute (WLI). This training focuses on teaching participants evidence-informed leadership theories and tangible leadership strategies to help them inspire followers, lead groups, and achieve organizational goals—all in the context of better understanding the unique challenges women face in the workplace. The training will be held approximately 808 miles away. The Registration Cost is estimated at \$1,380.00, the Lodging Cost is estimated at \$819.30, the Airline/Baggage Cost is estimated at \$400.00, the Transportation Cost is estimated at \$100.00, and the per diem is estimated at \$309.00. The approximate cost is estimated at \$3,008.30. These costs will be paid from the Executive Account.

### **REQUESTING DEPARTMENT:**

Police Department

### **FISCAL IMPACT:**

The total cost of travel is estimated at \$3,008.30 and is available in 001-5010-521-4001 (\$1,628.30); and 001-5010-521-5501 (\$1,380).

### **RECOMMENDATION:**

Motion to acknowledge and approve travel as mentioned above.

### **ATTACHMENTS:**

#### **Description**

FY22-23 approved travel and training. RCM 09-21-22

Departmental Training & Travel Summary

FY 2023 Budget - All Departments/Divisions

						Travel Costs/44-01			Total Cost	Justification
Department	Training/Travel Description	Staff Position (#s)	Staff Name <i>Subject to Change</i>	Location	Training Cost <i>Registration etc.</i> 55-01	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost		
Building	Assc Flood Plain Managers Confernerce	Flood Plain Coord	Jim Williams	Orlando FL	600		750	311	1,661	Certification Renewal Training/Latest Code Changes
Building	FI Assoc Code Enforcement Officers	Building Code Compliance Inspector	TBD	Orlando FL	1,100		1,300	500	2,900	Certification Renewal Training/Latest Code Changes
Building	Building Officials Assoc of FL Conference	Chief & Deputy Building Official	Valentino Perez & John Pearson	Orlando FL	1,100		1,500	500	3,100	Certification Renewal Training/Latest Code Changes
Building	Plan Review Fire Alarm System Installation	Fire Plans Examiner	Michael Bloom	National Fire Academy in Emmitsberg, Maryland	paid by stipend	paid by stipend	286	0	286	Certification Renewal Training/Latest Code Changes
Building	FFMIA Annual Florida Fire Prevention Conference	Fire Plans Examiner	Michael Bloom	TBD in State of FL	400		800	350	1,550	Certification Renewal Training/Latest Code Changes
City Manager	Florida League of Cities Annual Conference {8/10- 8/12/2023}	City Manager	Suzanne Sherman	Hilton Orlando Bonnet Creek	550	200	600	591	1,941	This conference offers municipal officials and senior staff an opportunity to enhance leadership skills, learn from municipal experts, share ideas with peers, discuss strategies for Florida's future and hear about the latest in products and services for municipal governments. The agenda also offers discussions of the Legislative Action Agenda. Estimated for 3 days of hotel cost and travel expenses.
City Manager	Florida League of Cities Annual Conference {8/10- 8/12/2023}	Deputy City Manager	Joan Junkala-Brown	Hilton Orlando Bonnet Creek	550	200	600	591	1,941	This conference offers municipal officials and senior staff an opportunity to enhance leadership skills, learn from municipal experts, share ideas with peers, discuss strategies for Florida's future and hear about the latest in products and services for municipal governments. The agenda also offers discussions of the Legislative Action Agenda. Estimated for 3 days of hotel cost and travel expenses.
City Manager	Florida League of Cities Legislative Action Days Conference {Feb/March 2023}	City Manager	Suzanne Sherman	Tallahassee, FL	50	400	600	192	1,242	The Florida League of Cities Legislative Action Days allow participants to meet with state lawmakers on an array of important issues and discuss upcoming proposed legislation. Estimated for 2 nights of hotel fare and 3 days of travel expenses.
City Manager	Florida League of Cities Legislative Action Days Conference {Feb/March 2023}	Deputy City Manager	Joan Junkala-Brown	Tallahassee, FL	50	400	600	192	1,242	The Florida League of Cities Legislative Action Days allow participants to meet with state lawmakers on an array of important issues and discuss upcoming proposed legislation. Estimated for 2 nights of hotel fare and 3 days of travel expenses.
City Manager	Brevard Legislative Fly-In Day Trip {January 2023}	City Manager	Suzanne Sherman	Tallahassee, FL	50	400	0	0	450	This Day Trip provides advocacy meetings with legislators and their respective staff members regarding the Joint Chamber Legislative Agenda.
City Manager	Brevard Legislative Fly-In Day Trip {January 2023}	Deputy City Manager	Joan Junkala-Brown	Tallahassee, FL	50	400	0	0	450	This Day Trip provides advocacy meetings with legislators and their respective staff members regarding the Joint Chamber Legislative Agenda.
City Manager	FCCMA Annual Conference {June 2023}	City Manager		TBD {2022 in Orlando}	575	300	360	100	1,335	The conference provides educational seminars and networking opportunities to meet and interact with other local government officials from around the state, while allowing an opportunity to showcase new products and services. Estimated cost for 2 night hotel fare and 3 days of travel expenses.
City Manager	FCCMA Annual Conference {June 2023}	Deputy City Manager		TBD {2022 in Orlando}	545	300	360	100	1,305	The conference provides educational seminars and networking opportunities to meet and interact with other local government officials from around the state, while allowing an opportunity to showcase new products and services. Estimated cost for 2 night hotel fare and 3 days of travel expenses.
City Manager	FCCMA Winter Institute {2/9 - 2/10/23}	City Manager		Sheraton Sand Key, 1160 Gulf Blvd, Clearwater Beach	300	0	300	138	738	Interactive conference for FCCMA full members. It is limited to 90 FCCMA members and 10 corporate attendees. It is designed to be an intense, interactive workshop for Florida's city and county managers and assistants. Estimated cost for 1 night and 2 days of travel expenses.
City Manager	FCCMA Fall Symposium {tbd Sept/Oct}	City Manager		TBD {available Summer 2022}	100	50	460	130	740	The Symposium is held each year in the fall. It is a half-day workshop focused on one topic such as ethics. Estimated for 2 days of hotel fare and travel expenses.
City Manager	Florida PIO Symposium and Advanced PIO Skills Workshop- January 2023	Public Information Officer	TBD/Vacant	Ocean Center Daytona Beach, 101 N. Atlantic Ave., Daytona Beach 32118 Room 101B (1 hour 32 min drive)	200	112	456	150	918	The FAPIO Advanced PIO Skills Workshop was developed by FEMA Master PIOs to better prepare the PIO for handling all facets of public information for a variety of situations, from high profile incidents to managing internal and external crises. It will also better prepare the PIO for meeting the many challenges encountered in the intensive, week-long FEMA Advanced PIO Program. This is a dynamic workshop that is updated with new material and nationally recognized, guest instructors every year, so repeat participation is encouraged. Estimated for 3 nights hotel fare and travel expenses.



Department	Training/Travel Description	Staff Position (#s)	Staff Name <i>Subject to Change</i>	Location	Training Cost <i>Registration etc. 55-01</i>	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost	Total Cost	Justification
City Manager	Florida PIO Symposium and Advanced PIO Skills Workshop- January 2023	Community Information Coordinator	Christina Born	Ocean Center Daytona Beach, 101 N. Atlantic Ave., Daytona Beach 32118 Room 101B (1 hour 32 min drive)	200	112	456	150	918	The FAPIO Advanced PIO Skills Workshop was developed by FEMA Master PIOs to better prepare the PIO for handling all facets of public information for a variety of situations, from high profile incidents to managing internal and external crises. It will also better prepare the PIO for meeting the many challenges encountered in the intensive, week-long FEMA Advanced PIO Program. This is a dynamic workshop that is updated with new material and nationally recognized, guest instructors every year, so repeat participation is encouraged.
City Manager	Government Social Media Conference- March 2023	Public Information Officer	TBD/Vacant	TBD	795	400	600	150	1945	GSMCON is the best learning experience for people who work in government social media. Attendees will learn skills for managing public sector social media, solve challenges together and will have unparalleled opportunities to network with agencies across the country. The conference lasts 3 full days, so includes an estimated cost of 3 days of hotel fare and 4 days transportation costs.
City Manager	Government Social Media Conference- March 2023	Community Information Coordinator	Christina Born	TBD	795	400	600	150	1945	GSMCON is the best learning experience for people who work in government social media. Attendees will learn skills for managing public sector social media, solve challenges together and will have unparalleled opportunities to network with agencies across the country. The conference lasts 3 full days, so includes an estimated cost of 3 days of hotel fare and 4 days transportation costs.
City Attorney	Eminent Domain	Deputy City Attorney	Rodney Edwards	Tampa, Florida	900	165	300	115	1,480	Training in Eminent domain to further knowledge and gain up to date informtion to provide proper guidance to the "City"
City Attorney	Land Use and City, County, Local Government (CCLG)	Deputy City Attorney	Rodney Edwards	TBD	695	232	700	95	1,722	Land use seminar provides training and education on quasi-judicial hearings, land use litigation and land use regulations. The CCLG conference covers major cases and laws affecting local governments.
City Attorney	Florida Municipal Attorney's Association (FMAA)	Deputy City Attorney	Rodney Edwards	TBD	350		500	250	1,100	Provides training and education on laws and cases affecting municipalities.
City Attorney	Florida Association of Police Attorney's Seminar (FAPA)	Deputy City Attorney	Erich Messenger	Sarasota, Florida	200		450	166	816	Legal updates on immunities, civil rights laws, other constitutional claims, forfeiture and state law that impact law enforcement.
City Attorney	Florida Municipal Attorney's Association (FMAA)	Deputy City Attorney	Erich Messenger	TBD	350		500	250	1,100	Conference devoted to legal issues attorneys representing municipal attorneys encounter. Also provides legal updates on new legal opinions and bills that have been enacted that impact cities.
City Attorney	Land Use and City, County, Local Government (CCLG)	Deputy City Attorney	Erich Messenger	TBD	750	232	700	95	1,777	Land use seminar provides training and education on quasi-judicial hearings, land use litigation and land use regulations. The CCLG conference covers major cases and laws affecting local governments.
City Attorney	Worker's Comp Educational Conference	Deputy City Attorney	Vacant/TBD	TBD	400	205	600	190	1,395	Course provides legal updates and discussion of issues facing worker's compensation attorneys
City Attorney	Florida Bar Worker's Compensation Certification Review & Forum	Deputy City Attorney	Vacant/TBD	TBD	400	160	400	35	995	Course focus on hot topics in workers' compensation litigation.
City Attorney	Florida Municipal Attorney's Association (FMAA)	Deputy City Attorney	Vacant/TBD	TBD	350		450	200	1,000	Provides training and education on laws and cases affecting municipalities.
City Attorney	48th Annual Public Employment Labor Relations Forum	City Attorney	Patricia Smith	TBD	600	140	400	40	1,180	Provides necessary training and education on labor and employment laws including FMLA, ADA, ACA, FLSA, and litigating before PERA- PERC and EEOC.
City Attorney	Florida Municipal Attorney's Association (FMAA)	City Attorney	Patricia Smith	TBD	350	135	500	250	1,235	Provides training and education on laws and cases affecting municipalities.
City Attorney	Land Use and City, County, Local Government Law(CCLG)	City Attorney	Patricia Smith	TBD	695	232	700	95	1,722	Land use seminar provides training and education on quasi-judicial hearings, land use litigation and land use regulations. The CCLG conference covers major cases and laws affecting local governments.
City Attorney	Florida Association of Police Attorneys Seminar (FAPA)	City Attorney	Patricia Smith	Sarasota, Florida	175	300	450	120	1,045	Legal updates on immunities, civil rights laws, other constitutional claims, forfeiture and state law that impact law enforcement.
City Attorney	City, County & Local Government Law Certification Review	City Attorney	Patricia Smith	TBD	475	140	400	95	1,110	Board certification review course. Course covers the main areas of local government law: home rule, sovereign immunity,procurement, public finance, and land use.
City Attorney	Florida Association of Police Attorney's Seminar (FAPA)	Chief Deputy City Attorney	Vacant/TBD	Sarasota, Florida	200	140	450	166	956	Legal updates on immunities, civil rights laws, other constitutional claims, forfeiture and state law that impact law enforcement.
City Attorney	City, County & Local Government Law Certification Review	Chief Deputy City Attorney	Vacant/TBD	TBD	475		500	95	1,070	Board certification review course. Course covers the main areas of local government law: home rule, sovereign immunity,procurement, public finance, and land use.
City Attorney	Florida Municipal Attorney's Association (FMAA)	Chief Deputy City Attorney	Vacant/TBD	TBD	350		450	200	1,000	Provides training and education on laws and cases affecting municipalities.

Department	Training/Travel Description	Staff Position (#s)	Staff Name <i>Subject to Change</i>	Location	Training Cost <i>Registration etc. 55-01</i>	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost	Total Cost	Justification
City Attorney	Land Use and City, County, Local Government Law (CCLG)	Chief Deputy City Attorney	Vacant/TBD	TBD	695		700	95	1,490	Land use seminar provides training and education on quasi-judicial hearings, land use litigation and land use regulations. The CCLG conference covers major cases and laws affecting local governments.
Community & Economic Development	International Economic Deveopment Council (IEDC) Annual Conference	Economic Development Manager (1) or Business Development Coordinator (1)	Samuel Weekley Danielle Crotts	Dallas, TX	900	600	900	300	2,700	The IEDC's Annual Conference is the pinnacle event of the year for economic developers, and is the largest gathering of professionals and stakeholders from around the world. The conference will focus on creative economic development strategies, tourism, arts and culture, transportation and technology, thereby offering staff numerous networking opportunities to explore industry trends and the develop partnerships and strategies needed to grow, diversify, and retain businesses and industries in Palm Bay.
Community & Economic Development	FL Association of Business Tax Officials (FABTO) Annual Conference	Customer Account Specialist (1)	Anna Ferriera	TBD	360	200	600	300	1,460	This conference will be to obtain training required to become certified as an official in the area of Business Tax Receipts. Staff will gain knowledge regarding the latest regulations and practices pertaining to granting and processing business licenses on behalf of the City. FABTO Conference has been attended on an annual basis by BTR staff. <b>2023 Conference location has not been published yet, travel is based on previous FABTO conferences attended by staff.</b>
Community & Economic Development	FL Economic Development Council (FEDC) Annual Conference	Economic Development Manager (1) or Business Development Coordinator (1)	Samuel Weekley Danielle Crotts	TBD	425	200	900	150	1,675	The FEDC is a membership-based organization with over 500 members all across Florida. Staff will be able to connect and network directly with legislators and industry professionals from both private and public sectors in Florida. At the conference they will obtain updates on legislative priorities, learn best practices among Florida's ED Industry professionals, develop and maintain a network of ED professionals in Florida, and remain aware and stay ahead of the changes in state ED programs and best practices so Palm Bay may educate it's community and proactively advance the City's economy. <b>2023 Conference location has not been published yet. As this would be a new conference/travel, I researched past conferences and their locations/agendas to estimate per diem, lodging, mileage, etc.</b>
Community & Economic Development	International Council of Shopping Centers (ICSC) Florida Conference	Economic Development Manager (1) or Business Development Coordinator (1)	Samuel Weekley Danielle Crotts	TBD	450	250	600	200	1,500	This event brings together owners, developers, retailers, brokers, lenders, municipalities, property asset managers and product and service providers for networking and learning the latest about the retail real estate industry. It will provide staff a chance to market Palm Bay and attract companies looking to relocate or expand. This event also offers opportunities for strategic collaboration, insights, and information sharing among regional and national target industries. ICSC has been previously attended by ED staff. <b>2023 Conference location has not been published yet, travel is based on previous ICSC conferences attended by staff, as well as last year's published agenda/details.</b>
Finance	FGFOA Annual Conference	Assistant Finance Director	Ruth Chapman	Rosen Shingle Creek,Orlando, FL	575	95	746	218	1,634	To provide training on governmental finance and accounting topics to maintain CPA and CGFO certifications.
Fire	Fire Dept Instructor's Conference (FDIC)	5 Total 1 District Chief 2 Lieutenants 1-2 Driver Engineers & Firefighters	TBD	Indianapolis, IN	3,250	2,150	1,200	1,020	7,620	Attend the General Sessions, critical educational seminars covering firefighter tactics, management/leadership, training practices and legal issues, and entry into the convention center trade show which provides information on apparatus, training & safety equipment and EMS vendors.
Fire	National Fire Academy	2 (Positions TBD)	TBD	Emmitsburg, MD	200	800	0	1,200	2,200	The NFA participants also have not been selected and is based on which classes the NFA announces and has openings for that a qualified member is available to attend - any rank can participate, and FEMA reimburses travel expenses so the City pays only for the meal ticket during the stay. Classes can cover anything from scene management to hazardous materials classes.
Fire	Trench Rescue Technician Level Training (NFPA 1006 compliant)	30 Total	TBD	Lake County, Coral Springs, Palm Bay	17,000	City Vehicle	5,000	0	22,000	The Special Operations Team needs Trench Rescue Technician level training to learn techniques for safely rescuing entrapped victims, excavation, shoring and stabilization, and atmospheric monitoring. The class is NFPA 1006 compliant.
Growth Management	Florida APA Conference	Asst GM Director	Jesse Anderson	Orlando	500	City Vehicle	500	300	1,300	Professional development
Growth Management	Florida APA Conference	Principal Planner	TBD	Orlando	500	City Vehicle	500	300	1,300	Professional development
Growth Management	FACE Classes/Courses	Code Compliance Officer (1)	Emmanuel Soto	TBD	500	City Vehicle	800	300	1,600	Continuing Education for Certification Levels
Growth Management	FACE Classes/Courses	Code Compliance Officer (1)	Lisa Weggeland	TBD	500	City Vehicle	800	300	1,600	Continuing Education for Certification Levels
Growth Management	FACE Classes/Courses	Code Compliance Officer (1)	Phillip Clendenin	TBD	500	City Vehicle	800	300	1,600	Continuing Education for Certification Levels
Growth Management	FACE Conference	Code Supervisor (1)	Valerie Puzines	TBD	500	City Vehicle	800	300	1,600	Annual FACE Conference



Department	Training/Travel Description	Staff Position (#s)	Staff Name <i>Subject to Change</i>	Location	Training Cost <i>Registration etc. 55-01</i>	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost	Total Cost	Justification
Human Resources	2022 HR Florida Conference & Expo	HR Director	Laura Clawson	Rosen Shingle Creek, Orlando, FL	1,299	0	477	181	1,957	
Human Resources	2023 HR Florida Conference & Expo	HR Assistant Director	TBD/Vacant	Rosen Shingle Creek, Orlando, FL	1,299	0	477	181	1,957	
Information Technology	FLGISA 2023 Winter Symposium (3 days)	IT Director, Net Ops Mgr, Net Mgr, Net Adm	B. Robinson, S. Harris, D. Paull, TBD	Orlando, FL	1,250	120	1,600	720	3,690	Technology / Government Networking Opportunities
Information Technology	FLGISA Annual Conference (4 days)	IT Director, Net Ops Mgr, Net Mgr, Net Adm	B. Robinson, S. Harris, D. Paull, TBD	Orlando, FL	1,250	120	2,400	925	4,695	Technology / Government Networking Opportunities
Information Technology	Laserfiche Empower Conference (4 days)	App Analyst I & II, Sr. DBA	D. Newsome-Hall, D. Simpson, TBD	TBD	4,500	120	1,800	900	7,320	Technology / Government Networking Opportunities
Information Technology	VMWare Explore 2023 Conference (4 days)	Net Ops Mgr, Net Mgr	S. Harris, D. Paull	Las Vegas, Nevada	5,000	2,735	3,200	800	11,735	Virtual Infrastructure Training
Information Technology	Entrust Conference (3 days)	Application Analyst II	D. Simpson	Orlando, FL	1,000	120	600	200	1,920	PowerDMS (Document Management)
Information Technology	KnowBe4 Conference (3 days)	Info Sec Analyst	TBD	Orlando, FL	0	120	620	200	940	Cybersecurity Network Training
Information Technology	CiscoLive (5 days)	IT Director, Net Ops Mgr, Net Mgr	B. Robinson, S. Harris, D. Paull	Orlando, FL	0	60	2,400	950	3,410	Cisco Technology Conference
Legislative	FACC Fall Academy	Deputy City Clerk	Terri Leffler	Lake Mary, FL	375	0	600	123	1,098	Continuing Education-MMC Certification
Legislative	FACC Summer Academy	City Clerk	Terese Jones	St. Petersburg, FL	375	0	600	147	1,122	Continuing Education-MMC Certification
Police	Honor Guard Team Travel to Officer Funerals	Honor Guard personnel	TBD	As necessary/day travel	0	0	0	500	500	Day travel as needed for Honor Guard to participate in LEO funerals within Florida
Police	Advanced Training for Investigations Personnel	Investigations Personnel	TBD	TBD	4,975	0	4,000	2,300	11,275	Continuing career education for Investigations personnel
Police	National Homicide Investigators Association Conference (November 14 - 18, 2022)	Major Case Detectives (2)	TBD	Lake Mary, FL	700	0	800	700	2,200	Homicide Investigations conference where training and current law enforcement technologies and investigative techniques are discussed
Police	Police Medicolegal Investigation of Death (Dec 2022)	Detectives (2)	TBD	Miami, FL	1,150	0	700	600	2,450	Advanced course held at the Medical Examiners office for an in-depth training on major case investigations
Police	IAI Crime Scene Tech Certification Training (December 5 - 9, 2022)	Crime Scene Tech	Ashlie Fisch	Pensacola, FL	435	0	800	310	1,545	Prep course for Crime Scene Tech Ashlie Fisch as she works to achieve Crime Scene Tech Certification
Police	Advanced Training for Crime Scene Techs	Crime Scene Techs	TBD	TBD	2,400	0	900	600	3,900	Continuing career education for Crime Scene Techs in a variety of disciplines related to the forensics field
Police	Advanced Training for Crime Analysts	Crime Analysts	Dawn Strickland and Jessica Welzenbach	TBD	900	0	900	600	2,400	Continuing career education for Crime Analysts in a variety of topics related to intelligence gathering and dissemination
Police	Florida Association of Hostage Negotiators (FAHN) Conference	CNT members	TBD	Orlando, FL (June 2022 location)	2,300	0	850	500	3,650	Annual Hostage Negotiations conference where training on the latest procedures and techniques is provided
Police	Advanced Training for SWAT team members	SWAT members	TBD	TBD	2,100	0	1,800	1,100	5,000	Continuing and advanced training related to special weapons and tactics for members of this high liability specialty unit
Police	Communication Center CJIS Training	Comm Center personnel	TBD	Day Travel Courses	440	0	0	350	790	CJIS training for recently hired Communications Officers
Police	Communications Center Training	Comm Center personnel	TBD	Online Courses	450	0	0	0	450	Continuing education for Comm Center personnel and certifications for Communications Officer Trainers
Police	Public Safety Telecommunicator Academy	New Hire Comm Center personnel (8)	TBD	Online Courses	4,400	0	0	0	4,400	Online Public Safety Telecommunicator Academy for newly hired Communication Center Trainees
Police	Domestic Violence Conference	Victim Service Advocate	TBD	TBD	500	0	400	300	1,200	Annual conference for Victims Service Unit where topics on legal updates and new referral services are provided
Police	Continuing Education for Victim Services Practioner Designation	Victim Service Advocate	TBD	Day Travel Courses	300	0	0	200	500	Mandatory continuing education courses for Victim Advocates to maintain their designation as Victim Service Practioners
Police	IPTM Symposium on Traffic Safety for DRE Officers (4 Days)	DRE Officers (4)	TBD	Orlando, FL (Summer 2022 location)	2,780	0	1,032	1,104	4,916	Advanced training for DRE Officers in the area of DUI Enforcement, Investigation/Testimony, Florida Legal Updates, and other related topics
Police	Senior Management in Policing (SMIP) (Summer 2023)	TBD (2)	TBD	Boston, MA (Boston College)	19,900	2,000	0	630	22,530	Nationally recognized program providing intensive training in the latest law enforcement management concepts and practices for both sworn and civilian leaders
Police	IPTM Advanced Policing Training (40 hrs/1 week)	Patrol Personnel (10)	TBD	Jacksonville or Orlando, FL	6,950	0	3,325	3,795	14,070	Advanced training opportunities through the Institute of Police Technology & Management for Patrol Personnel for topics from tactical response to specialized patrol functions
Police	Underwater Police Science and Technology (Dive School) (80 hours/2 weeks)	Dive Team Personnel (2)	TBD	Miami Dade Public Training Institute	2,950	0	1,600	1,652	6,202	Enhance team members' skills to help maintain the dive team's success as well bring new knowledge for public safety dive programs.
Police	FBINAA LEEDA Courses (40 hours/1 week)	Patrol Personnel (12)	TBD	Palm Bay PD or Titusville PD	8,340	0	0	0	8,340	Leadership training offering by the FBI National Academy Association in the areas of Supervisor, Command and Executive levels. Training will be day travel only as PBPD and Titusville PD currently rotate hosting the courses.
Police	Advanced CEPTED (Dec 2022)	Community Resource Officer (2)	TBD	Fort Meyers, FL	598	0	351	356	1,305	Advanced CEPTED course for senior members of the Community Resource Unit
Police	Basic Crime Prevention	Community Resource Officer (2)	TBD	Fort Meyers, FL (Summer 2022 location)	798	0	585	608	1,991	Basic Crime Prevention course for newly assigned Community Resource Officers
Police	Public Information Officer	Community Services LT	TBD	Miami Dade Public Training Institute	745	0	745	380	1,870	Training for the new Lieutenant who will be assigned to the Community Services Section and serve as the department's PIO
Police	Traffic Homicide Investigations (IPTM course)	Traffic Officer (2)	TBD	Jacksonville, FL	2,190	0	1,463	1,012	4,665	Training to certified new Traffic Unit personnel as traffic homicide investigators
Police	LERPS - Law Enforcement/First Responder Resiliency and Peer Support Course	Peer Support Team Members (4)	TBD	Palm Bay PD	2,300	0	0	0	2,300	Training for new members of the Peer Support Team
Police	IACP Officer Safety and Wellness Symposium (March 3-5, 2023)	Community Services Member (2)	TBD	Anaheim, CA	700	2,000	728	518	3,946	Symposium discussing the latest in officer safety and wellness initiatives for law enforcement personnel



Department	Training/Travel Description	Staff Position (#s)	Staff Name <i>Subject to Change</i>	Location	Training Cost <i>Registration etc. 55-01</i>	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost	Total Cost	Justification
Police	IACP 2022 Annual Conference (October 15 - 18, 2022)	Command Staff Member (1)	TBD	Dallas, TX	0	1,000	1,345	380	2,725	Advanced Leadership training for law enforcement executives
Police	FBINAA LEEDA 2023 Annual Executive Training Conference (April 24 - 26, 2023)	Trilogy Awardee	TBD	Orlando, FL	500	0	525	325	1,350	Advanced leadership training for law enforcement leadership and day trip travel for personnel who have earned their trilogy to receive recognition for the honor
Police	National Internal Affairs Investigations Association 2023 Annual Training Conference	Internal Affairs Sergeant	Pierre Richer	Clearwater Beach, FL (Sept 2022 location)	400	0	680	320	1,400	Annual Internal Affairs conference for the IA Sergeant to receive training on the latest challenges facing law enforcement including excessive force and internal investigations
Police	GFOA's 117th Annual Conference (May 21-24, 2023)	Budget Officer	Jessica Hinchman	Portland, OR	555	1,000	667	333	2,555	Continuing education for recently promoted Budget Officer in the area of government financial topics and current best budgeting practices
Police	Florida Police Chief's Association (FPCA) Winter Conference	Chief	Mariano Augello	Orlando, FL (Jan 2022 location)	425	0	877	340	1,642	Training for Law Enforcement Executive Leadership Positions
Police	Florida Police Chief's Association (FPCA) Summer Conference	Chief	Mariano Augello	Palm Beach Gardens, FL (Aug 2022 location)	425	0	762	290	1,477	Training for Law Enforcement Executive Leadership Positions
Police	FBINAA 59th Annual Training Conference (July 29 - Aug 1, 2023)	Deputy Chief	Lance Fisher	Denver, CO	575	1,000	640	356	2,571	Training for Law Enforcement Executive Leadership Positions
Police	FLAPAC Accreditation Week (October 2022)	Chief, Deputy Chief, Project Specialist, Staff	Mariano Augello, Lance Fisher, Alyssa Snedeker, and 1 TBD	Sanibel Island, FL	300	0	1,000	1,000	2,300	Agency attending for Excelsior Re-accreditation recognition
Police	IACP 2022 Annual Conference (October 15 - 18, 2022)	Command Staff Member (1)	TBD	Dallas, TX	500	1,000	1,345	380	3,225	Advanced Leadership training for law enforcement executives
Police	FBINAA LEEDA 2023 Annual Executive Training Conference (April 24 - 26, 2023)	Trilogy Awardee	TBD	Orlando, FL	500	0	525	325	1,350	Advanced leadership training for law enforcement leadership and day trip travel for personnel who have earned their trilogy to receive recognition for the honor
Police	National Internal Affairs Investigations Association 2023 Annual Training Conference	Internal Affairs Sergeant	Pierre Richer	Clearwater Beach, FL (Sept 2022 location)	400	0	680	320	1,400	Annual Internal Affairs conference for the IA Sergeant to receive training on the latest challenges facing law enforcement including excessive force and internal investigations
Police	GFOA's 117th Annual Conference (May 21-24, 2023)	Budget Officer	Jessica Hinchman	Portland, OR	555	1,000	667	333	2,555	Continuing education for recently promoted Budget Officer in the area of government financial topics and current best budgeting practices
Police	Advanced Training for Support Services Personnel	Support Services staff	TBD	TBD	1,550	0	1,200	800	3,550	Continuing career education for Support Services personnel
Police	Department Instructor Training	TBD	TBD	TBD	2,800	0	700	300	3,800	Re-certification for In-Service Instructors
Police	Master Taser Instructor Certification	Department Instructor	Parker Farmer	TBD	1,495	600	500	300	2,895	Certification for new lead Taser Instructor
Police	Records/CJIS Training	Records Specialists/Records Supervisor	TBD	Day Travel Courses	1,000		300	200	1,500	CJIS training for recently hired Records Specialists
Police	Leadership & Supervisor Training	Support Services staff	TBD	Day Travel Courses	1,400	0	0	500	1,900	Advanced leadership training for Support Services personnel
Police	Property & Evidence Conference	Materials Management specialist	TBD	Daytona Beach, FL (May 2022 location)	765		500	250	1,515	Property & Evidence Certification for Materials Management
Police	Advanced Training for Patrol Personnel	Patrol personnel	TBD	TBD	3,000	0	750	625	4,375	Continuing career education for Patrol personnel
Police	Leadership Training for Patrol Personnel	Patrol Corporals, Sergeants, or Lieutenants	TBD	TBD	2,780		750	625	4,155	Advanced leadership training for Patrol personnel
Police	NAPWDA K9 Certification Workshop	K9 Officers	Sean Dutil, Chris Hurtado, Zach Morris, Brandon Williams. and Woody Carroll	Titusville, FL	1,375	0	0	0	1,375	Annual K9 certification for all K9s and Handlers
Police	Dive Team Training	Dive Team members (2)	TBD	TBD	900	0	1,200	800	2,900	Refresher Dive Team training
Police	IPTM Symposium on Traffic Safety for DRE Officers (4 Days)	DRE Officers (4)	TBD	Orlando, FL (Summer 2022 location)	2,780	0	1,032	1,104	4,916	Advanced training for DRE Officers in the area of DUI Enforcement, Investigation/Testimony, Florida Legal Updates, and other related topics
Police	Senior Management in Policing (SMIP) (Summer 2023)	TBD (2)	TBD	Boston, MA (Boston College)	19,900	2,000	0	630	22,530	Nationally recognized program providing intensive training in the latest law enforcement management concepts and practices for both sworn and civilian leaders
Police	IPTM Advanced Policing Training (40 hrs/1 week)	Patrol Personnel (10)	TBD	Jacksonville or Orlando, FL	6,950	0	3,325	3,795	14,070	Advanced training opportunities through the Institute of Police Technology & Management for Patrol Personnel for topics from tactical response to specialized patrol functions
Police	Underwater Police Science and Technology (Dive School) (80 hours/2 weeks)	Dive Team Personnel (2)	TBD	Miami Dade Public Training Institute	2,950	0	1,600	1,652	6,202	Enhance team members' skills to help maintain the dive team's success as well bring new knowledge for public safety dive programs.
Police	FBINAA LEEDA Courses (40 hours/1 week)	Patrol Personnel (12)	TBD	Palm Bay PD or Titusville PD	8,340	0	0	0	8,340	Leadership training offering by the FBI National Academy Association in the areas of Supervisor, Command and Executive levels. Training will be day travel only as PBPD and Titusville PD currently rotate hosting the courses.
Police	SRO/Youth Services Training	Youth Services Officers	TBD	Day Travel Courses	600	0	0	0	600	Advanced training in juvenile policing
Police	CISM/Peer Support Training	CISM/Peer Support Team Members	TBD	TBD	1,800	0	700	400	2,900	Critical Incident or Peer Support training for the continued development of these specialty teams
Police	Basic CEPTED (November 7 - 11, 2022)	Community Resource Officers (2)	TBD	Fort Myers, FL	800	0	800	500	2,100	Basic CEPTED course for newly assigned Community Resource Officers
Police	Advanced CEPTED (Dec 2022)	Community Resource Officer (2)	TBD	Fort Meyers, FL	598	0	351	356	1,305	Advanced CEPTED course for senior members of the Community Resource Unit
Police	Basic Crime Prevention	Community Resource Officer (2)	TBD	Fort Meyers, FL (Summer 2022 location)	798	0	585	608	1,991	Basic Crime Prevention course for newly assigned Community Resource Officers
Police	Public Information Officer	Community Services LT	TBD	Miami Dade Public Training Institute	745	0	745	380	1,870	Training for the new Lieutenant who will be assigned to the Community Services Section and serve as the department's PIO
Police	Traffic Homicide Investigations (IPTM course)	Traffic Officer (2)	TBD	Jacksonville, FL	2,190	0	1,463	1,012	4,665	Training to certified new Traffic Unit personnel as traffic homicide investigators



Department	Training/Travel Description	Staff Position (#s)	Staff Name <i>Subject to Change</i>	Location	Training Cost <i>Registration etc. 55-01</i>	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost	Total Cost	Justification
Police	LERPS - Law Enforcement/First Responder Resiliency and Peer Support Course	Peer Support Team Members (4)	TBD	Palm Bay PD	2,300	0	0	0	2,300	Training for new members of the Peer Support Team
Police	IACP Officer Safety and Wellness Symposium (March 3-5, 2023)	Community Services Member (2)	TBD	Anaheim, CA	700	2,000	728	518	3,946	Symposium discussing the latest in officer safety and wellness initiatives for law enforcement personnel
Police	IPTM Symposium on Traffic Safety	Traffic Officers (2)	TBD	Orlando, FL (Summer 2022 location)	1,400	0	516	552	2,468	Symposium with training on current traffic related challenges facing law enforcement
Police	Honor Guard Team Travel to Officer Funerals	Honor Guard personnel	TBD	As necessary/day travel	0	0	0	500	500	Day travel as needed for Honor Guard to participate in LEO funerals within Florida
Police	Advanced Training for Investigations Personnel	Investigations Personnel	TBD	TBD	4,975	0	4,000	2,300	11,275	Continuing career education for Investigations personnel
Police	National Homicide Investigators Association Conference (November 14 - 18, 2022)	Major Case Detectives (2)	TBD	Lake Mary, FL	700	0	800	700	2,200	Homicide Investigations conference where training and current law enforcement technologies and investigative techniques are discussed
Police	Police Medicolegal Investigation of Death (Dec 2022)	Detectives (2)	TBD	Miami, FL	1,150	0	700	600	2,450	Advanced course held at the Medical Examiners office for an in-depth training on major case investigations
Police	IAI Crime Scene Tech Certification Training (December 5 - 9, 2022)	Crime Scene Tech	Ashlie Fisch	Pensacola, FL	435	0	800	310	1,545	Prep course for Crime Scene Tech Ashlie Fisch as she works to achieve Crime Scene Tech Certification
Police	Advanced Training for Crime Scene Techs	Crime Scene Techs	TBD	TBD	2,400	0	900	600	3,900	Continuing career education for Crime Scene Techs in a variety of disciplines related to the forensics field
Police	Advanced Training for Crime Analysts	Crime Analysts	Dawn Strickland and Jessica Welzenbach	TBD	900	0	900	600	2,400	Continuing career education for Crime Analysts in a variety of topics related to intelligence gathering and dissemination
Police	Florida Association of Hostage Negotiators (FAHN) Conference	CNT members	TBD	Orlando, FL (June 2022 location)	2,300	0	850	500	3,650	Annual Hostage Negotiations conference where training on the latest procedures and techniques is provided
Police	Advanced Training for SWAT team members	SWAT members	TBD	TBD	2,100	0	1,800	1,100	5,000	Continuing and advanced training related to special weapons and tactics for members of this high liability specialty unit
Police	Communication Center CJIS Training	Comm Center personnel	TBD	Day Travel Courses	440	0	0	350	790	CJIS training for recently hired Communications Officers
Police	Communications Center Training	Comm Center personnel	TBD	Online Courses	450	0	0	0	450	Continuing education for Comm Center personnel and certifications for Communications Officer Trainers
Police	Public Safety Telecommunicator Academy	New Hire Comm Center personnel (8)	TBD	Online Courses	4,400	0	0	0	4,400	Online Public Safety Telecommunicator Academy for newly hired Communication Center Trainees
Police	Domestic Violence Conference	Victim Service Advocate	TBD	TBD	500	0	400	300	1,200	Annual conference for Victims Service Unit where topics on legal updates and new referral services are provided
Police	Continuing Education for Victim Services Practioner Designation	Victim Service Advocate	TBD	Day Travel Courses	300	0	0	200	500	Mandatory continuing education courses for Victim Advocates to maintain their designation as Victim Service Practioners
Procurement	FAPPO Annual Conference	Procurement Agent or Mgr	To be determined	Orlando, Florida	400	0	600	150	1,150	FAPPO Annual Conference - 3 days, 14+ CEUs
Procurement	FAPPO Annual Conference	Procurement Agent	To be determined	Orlando, Florida	400	0	600	150	1,150	FAPPO Annual Conference - 3 days, 14+ CEUs
Procurement	FAPPO Annual Workshop	Procurement Agent or Mgr	To be determined	Tampa, Florida	155	0	200	75	430	FAPPO Fall Workshop - Renaissance Tampa
Procurement	FAPPO Annual Workshop	Procurement Agent	To be determined	Tampa, Florida	155	0	200	75	430	FAPPO Fall Workshop - Renaissance Tampa
Procurement	NIGP National Forum	CPO or designee	Juliet Misconi or TBD	Louisville, KY	1,000	500	750	260	2,510	NIGP National Conference on Procurement
Public Works	Professional Surveyors & Mappers State Conference	City Surveyor	Joseph N Hale	TBD	500	TBD	850	300	1,650	Attendance will provide professional development, networking, training, and CEU (Continuing Education Unit) credit opportunities at one location. This opportunity will be beneficial for career development with the City
Public Works	EVT Management 1 & 2	Manager	Tim Hutker	Ocala, FL	500	150	320	177	1,147	Training/Certification on Emergency Vehicles
Public Works	Emergency Vehicle Training	Technician	Rashid Guyah	Ocala, FL	1,050	150	1,069	531	2,800	Training/Certification on Emergency Vehicles
Public Works	Emergency Vehicle Training	Technician	TBD	Ocala, FL	1,050	150	1,069	531	2,800	Training/Certification on Emergency Vehicles
Public Works	NAFA Certification	Supervisor	John Sparks	Palm Bay, FL	1,699	0	0	0	1,699	Certification Training Program
Public Works	EVT Management 1 & 2	Supervisor	John Sparks	Ocala, FL	500	150	320	177	1,147	Certification Training Program
Public Works	Ford Fleet Training Package	Technicians	Shop	Palm Bay, FL	3,150				3,150	Subscription to Ford Fleet Training
Public Works	Ford Training Classes	Technicians (8 days)	TBD	Palm Bay, FL	0	400		472	872	Ford Training Classes
Public Works	O'Reilly Online Trainig Class	20 @ \$39.99 ea	TBD	Palm Bay, FL	800				800	Online Technician Training Courses
Public Works	Emergency Vehicle Training	Technician	Marcus Moreno	Ocala, FL	450	150	320	177	1,097	Training/Certification on Emergency Vehicles
Public Works	Emergency Vehicle Training	Technician	Marcus Moreno	Ocala, FL	450	150	430	177	1,207	Training/Certification on Emergency Vehicles
Public Works	International Municipal Signal Association Certification Class	Traffic Operations Superintendent	Alan Done	Sanford FL	545	54	300	207	1,106	To aquire Signal Inspector certification, once aquired will be able to train city staff at a significant cost reduction
Public Works	Emergency Vehicle Training	Technician	Marcus Moreno	Ocala, FL	1,050	150	1,069	531	2,800	Training/Certification on Emergency Vehicles
Public Works	FLAGFA Conference	Supervisor	Kenneth Labarge	St Petersburg, FL	100	150	702	177	1,129	Fleet managers training conference
Public Works	FLAGFA Conference	Supervisor	John Sparks	Daytona, FL	100	0	0	0	100	Fleet managers training conference
Public Works	FLAGFA Conference	Manager	Tim Hutker	Daytona, FL	100	100	0	0	200	Fleet managers training conference
Public Works	FLAGFA Conference	Manager	Tim Hutker	St Petersburg, FL	100	0	702	177	979	Fleet managers training conference
Public Works	NAFA Certification	Manager	Tim Hutker	Palm Bay, FL	1,699	0	0	0	1,699	Certification Training Program
Public Works	EVT Management 1 & 2	Manager	Tim Hutker	Ocala, FL	500	150	320	177	1,147	Training/Certification on Emergency Vehicles
Public Works	Emergency Vehicle Training	Technician	Rashid Guyah	Ocala, FL	1,050	150	1,069	531	2,800	Training/Certification on Emergency Vehicles
Public Works	Emergency Vehicle Training	Technician	TBD	Ocala, FL	1,050	150	1,069	531	2,800	Training/Certification on Emergency Vehicles
Public Works	NAFA Certification	Supervisor	John Sparks	Palm Bay, FL	1,699	0	0	0	1,699	Certification Training Program
Public Works	EVT Management 1 & 2	Supervisor	John Sparks	Ocala, FL	500	150	320	177	1,147	Certification Training Program
Public Works	Ford Fleet Training Package	Technicians	Shop	Palm Bay, FL	3,150				3,150	Subscription to Ford Fleet Training
Public Works	Ford Training Classes	Technicians (8 days)	TBD	Palm Bay, FL	0	400		472	872	Ford Training Classes
Public Works	O'Reilly Online Trainig Class	20 @ \$39.99 ea	TBD	Palm Bay, FL	800				800	Online Technician Training Courses
Recreation	Florida Recreation & Park Association (FRPA)	Recreation Director	Fred Poppe	Orlando, FL	375	City Vehicle	600	260	1,235	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Recreation Division Manager	Troy Cox	Orlando, FL	375	City Vehicle	600	260	1,235	Training with other agencies and getting updated on current practices

Department	Training/Travel Description	Staff Position (#s)	Staff Name <i>Subject to Change</i>	Location	Training Cost <i>Registration etc. 55-01</i>	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost	Total Cost	Justification
Recreation	Florida Recreation & Park Association (FRPA)	Recreation Supervisor	Randall Detwiler	Orlando, FL	375	City Vehicle	600	260	1,235	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Recreation Supervisor	David McGovern	Orlando, FL	375	City Vehicle	600	260	1,235	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Community Outreach Coordinator	Andy Dimmig	Orlando, FL	375	City Vehicle	600	260	1,235	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Park Ranger/ Naturalist	Tracey Wright	Orlando, FL	375	City Vehicle	600	260	1,235	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Recreation Supervisor	Katie Steward	Orlando, FL	375	City Vehicle	200	110	685	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Special Events Coordinator	Daniel Waite	Orlando, FL	375	City Vehicle	200	110	685	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Management Analyst	David Gonzalez	Orlando, FL	375	City Vehicle	200	110	685	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Recreation Leader	Emily Der	Orlando, FL	375	City Vehicle	200	52	627	Training with other agencies and getting updated on current practices
Recreation	Florida Recreation & Park Association (FRPA)	Recreation Leader	William Owens	Orlando, FL	375	City Vehicle	200	52	627	Training with other agencies and getting updated on current practices
Utilities	CCC Conference	2	Wever/Ballard	Gainsville, FL	1,000	100	400	200	1,700	Required for CEU upkeep of license
Utilities	Meter Testing School	3	Harris/Partin/Wever	Alabama	1,000	1,200	2,400	1,000	5,600	Needed for performance of assigned duties
Utilities	Inspiring Women's Conference	1	Wever	Gainsville, FL	400	100	400	200	1,100	Diversity and inclusion training
Utilities	FWPCOA	9	Various	Ft. Pierce, FL	3,150	100	0	900	4,150	Required for state licensure
Utilities	AWWA Conference	25	Various	Orlando, FL	1,300	0	0	500	1,800	Local training event for job knowledge broadening



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**DATE:** 1/19/2023

**RE:** Acknowledgement of the January 2023 GO Road Bond Paving report update.

The GO Roads Paving program funded \$150 million in general obligation bond approved by the voters in November 2018. Public Works Engineering and inspection staff is tasked with managing the design and construction for the eight year paving construction program. The program requires staff to prepare an annual paving program to be reviewed by the Infrastructure Advisory Oversight Board (IAOB) and then approved by City Council at the beginning of the year.

Attached is the monthly paving program update report. Changes since last month's report include:

- Total miles completed is 317 miles or 40% of the 791 miles of paving.
- Unit 48 is 93% complete (21.4 miles)
- Emerson Drive from the C-1 Canal to Fairhaven is complete (.94 miles)

Also noteworthy is the increase in cost for the Northeast Area Misc project. The original estimate for this 17.63 mile area was \$5,238,372. The actual bid price came in at \$6,671,444, which is \$1,433,071 higher. For this reason, the cost estimate for the next project being bid out, which is Units 13, 14, Madden and Osmosis, has been increased on the attached summary sheet. As staff is noting some fluctuations in costs for materials, we are watching these factors closely.

### REQUESTING DEPARTMENT:

Public Works

### FISCAL IMPACT:

The financial spreadsheet of the current budget for each road project is attached.

### RECOMMENDATION:

Motion to acknowledge the January 2023 GO Road Bond Paving update.

### ATTACHMENTS:

**Description**

Road Paving Update

## Road Bond Paving Update – January 19, 2023

The City has already taken two draws of \$50 million for a total of \$100 million to cover the paving contracts. The following is an update on the paving program:

- Table below provides a summary of completed (Blue), in construction (Orange) and advertised (Red) for Road Paving Phases 1 thru 3.
- Total miles completed is 317 miles or 40% of the 791 miles of Road Paving Program.
- Unit 48 milling & paving is approximately 93% or 21.4 miles completed.
- Emerson Drive FDR operation from C-1 Canal to Fairhaven .94 miles completed.
- DeGroodt Road paving from Jupiter Blvd to San Filippo 4.83 miles completed.
- Completed Unit 30 Full Depth Reclamation of 21 streets and paved 14 streets

Units	Phase	Miles	Costs	Status
Unit 41 and Eldron	1	11.73	\$3,074,558.88	Completed
Unit 31 and 32	1	41.47	\$10,269,206.00	Completed
Unit 42 and Garvey	1	33.51	\$7,727,462.09	Completed
Units 11, 15, 18, 23 and 56	1	56.63	\$10,020,961.74	Completed
Pt Malabar Rd from Palm Bay to Babcock St	2	1.66	\$996,581.93	Completed
Emerson Dr from Minton Rd to C-1	2	2.55	\$1,118,119.41	Completed
Unit 17	2	13.16	\$1,464,994.56	Completed
Unit 46	2	23.96	\$2,062,215.61	Completed
Unit 5	2	6.49	\$921,774.75	Completed
Unit 1,2,3,4,27,35,43 & 47	2	24.13	\$3,617,733.39	Completed
Unit 24 & 25	2	45.13	\$7,861,368.60	Completed
Palm Bay Colony & Kirby Industrial	2	6.09	\$1,024,250.95	Completed
Driskell Heights/Florida/Farview	2	4.75	\$1,135,511.80	Close-out
Unit 20	2	16.57	\$2,535,330.39	Final Punch
Unit 48 & Emerson from C-1 to Fairhaven	3	22.97	\$5,752,978.47	FDR & Paving
Unit 30	3	30 .10	\$11,625,262.15	FDR & Paving
Emerson from Amador Ave to Jupiter Blvd	2	1.96	\$1,450,948.90	Const start 1/3
Knecht RD & Pt Malabar from Babcock to US 1	2	9.45	\$3,772,778.45	Const Feb 2023
Northeast Area Misc.	2	17.63	Est \$6,671,444.60	To be Award 1/19
Country Club 1-10	2	20.9	Est \$5,173,020.75	Waiting on pipes
Units 13, 14 and Madden and Osmosis	3	33.13	Est \$12,340,000	Advertise 1/2023
Units 22 & 37	3	25.58	Est \$5,300,108.29	Waiting on pipes
Unit 57	3	2.58	Est \$2,055,484.95	Procurement Feb
Units 26, 38, 39 & 40	5	19.39	Est \$2,010,076.81	Redo design plans
Phase 4 Projects: Unit 6, 44, 45, 50, and 55	4	96.7	Est \$13,838,501.03	Phase 4 estimates
Phase 5 Projects: Melbourne Poultry Colony, Unit 21, 07, 08, 29, 28, 19, 10, 09, 36, 12, 16	5	223.71	Est \$37,673,563	Phase 5 estimates
Phase 5 Unit 49	5	28.4	Est \$16,153,442	Phase 5 estimates

Projects complete or under contract	\$76,432,038
Estimated future projects	\$101,215,642
Total expected expenditures	\$177,647,680
Difference	-\$27,647,680



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Larry Wojciechowski, Finance Director

**DATE:** 1/19/2023

**RE:** Acknowledgement of the City's monthly financial report for November 2022 (Unaudited).

Attached for your information is the monthly financial report which provides an overview of the City's financial activities for November 2022. November is the second month of the fiscal year and represents 17% of the annual budget year. There is a delay in reporting the November financials due to the accruing of revenues and expenditures for fiscal year 2022.

Citywide cash and investments increased by \$48.3 million or 18.9% in comparison to the prior year. This was primarily due to increased balances in Impact Fee funds, ARPA Fund, Utilities funds and the General Fund.

The General Fund is the City's primary operating fund. General Fund revenues received through November were \$8.2 million and are 8.3% of the annual budget. General Fund expenditures through the end of November were \$14.2 million and are 14.4% of the annual budget. General Fund total cash & investments on November 30, 2022 was \$30.1 million, which is \$2.6 million or 9.3% higher than one year ago.

General Fund revenues collected through November 30, 2022, overall were 6.82% or \$.5 million higher than the revenues collected during the same period last year. The overall increase was mainly attributable to an increase in revenue collections from Ad Valorem taxes, Franchise Fees and driveway permit revenue compared to the same period last year.

General Fund expenditures through November 30, 2022, overall were 31.8% or \$3.4 million higher than expenditures incurred during the same period last year. Pages 14 through 16 provide a summary of all funds' budget, revenues and expenditures posted for November 30, 2022.

**REQUESTING DEPARTMENT:**

Finance

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

Motion to Motion to acknowledge receipt of the November 2022 Financial Report.

**ATTACHMENTS:**

**Description**

**Monthly Financial Report November 30 2022**





# MONTHLY FINANCIAL REPORT (UNAUDITED)

## NOVEMBER 2022

### City of Palm Bay, Florida

#### Report Summary



<b>Financial Report Summary</b>	Page 1
<b>General Fund</b>	
➤ Year-to-Date Revenue	Page 2
➤ Year-to-Date Expenditures	Page 3
➤ Cash & Investments	Page 4
➤ Operating Statement & Change in Fund Balance	Page 5
➤ Fund Balance History	Page 6
<b>Impact Fee Funds</b>	
➤ Cash & Investments	Page 7
➤ Fund Equity	Page 8
<b>Utilities Fund</b>	
➤ Cash & Investments	Page 9
<b>Stormwater Fund</b>	
➤ Cash & Fund Equity	Page 10
<b>Building Fund</b>	
➤ Cash & Fund Equity	Page 11
<b>General Obligation Road Program Funds</b>	
➤ Cash & Fund Equity	Page 12
<b>Financial Activity by Fund</b>	
➤ General Fund, Special Revenue Funds, and Impact Fee Funds	Page 14
➤ Debt Service Funds and Capital Projects Funds	Page 15
➤ Enterprise Funds and Internal Service Funds	Page 16



# MONTHLY FINANCIAL REPORT (UNAUDITED)

NOVEMBER 2022

CITY OF PALM BAY, FLORIDA



The City of Palm Bay, Florida's (the "City") monthly financial report presents an overview and analysis of the City's financial activities during the month of November 2022. November is the second month of the fiscal year and represents 17% of the annual budget.

## Financial Report Summary

- Citywide revenues<sup>1\*</sup> of \$32.0 million are at 7.5% of the annual budget. Citywide expenditures<sup>1\*</sup> of \$31.0 million are at 7.2% of the annual budget. Traditionally revenue collections are two months in arrears. For this reason, certain revenues for grants and other governmental resources are accrued at year end to reflect the period in which it represents.
- Citywide cash and investments increased by \$48.3 million, or 18.9%, in comparison to the prior year. This was primarily due to increased balances in Impact Fee funds (\$16.0m), Utilities funds (\$11.9m), ARPA Fund (\$7.8m), and the Employee Benefits Fund (\$3.9m).
- Citywide revenues increased by \$1.6 million, or 5.3% in comparison to the prior year.

Citywide - Cash & Investments <sup>1</sup>		Citywide - Revenues <sup>1*</sup>		Citywide - Expenditures <sup>1*</sup>	
11/30/2022	\$ 303,958,981.71	11/30/2022	\$ 32,045,848.37	11/30/2022	\$ 30,961,338.94
11/30/2021	255,637,535.71	11/30/2021	30,426,361.32	11/30/2021	28,061,473.68
<b>Increase</b>	<b>18.9% \$ 48,321,446.00</b>	<b>Increase</b>	<b>5.3% \$ 1,619,487.05</b>	<b>Increase</b>	<b>10.3% \$ 2,899,865.26</b>

<sup>1</sup> Not including Cash, Revenues, or Expenditures from PB Municipal Foundation.

\* Not including interfund transfers

- General Fund revenues of \$8.2 million are at 8.3% of the annual budget. This is an increase of \$0.5 million, or 6.8%, in comparison to the prior year.
- General Fund expenditures of \$14.2 million are at 14.4% of the annual budget. This is an increase of \$3.4 million, or 31.8%, in comparison to the prior year.
- General Fund cash and investments increased by \$2.6 million, or 9.3%, in comparison to the prior year. Of this increased General Fund cash, \$229,720 is reserved.

General Fund - Cash & Investments		General Fund - Revenues		General Fund - Expenditures	
11/30/2022	\$ 30,121,091.47	11/30/2022	\$ 8,153,952.52	11/30/2022	\$ 14,207,361.81
11/30/2021	27,548,960.15	11/30/2021	7,636,727.30	11/30/2021	10,778,303.58
<b>Increase</b>	<b>9.3% \$ 2,572,131.32</b>	<b>Increase</b>	<b>6.8% \$ 517,225.22</b>	<b>Increase</b>	<b>31.8% \$ 3,429,058.23</b>

The General Fund is the City's primary operating fund and is used to account for all resources except those that are required to be accounted for in another fund.

*This report contains unaudited information. If you have any questions or comments on the financial reports, please contact Larry Wojciechowski, Finance Director, or Ruth Chapman, Assistant Finance Director.*

City Website: <http://www.palmbayflorida.org/>  
Finance Website: [www.palmbayflorida.org/finance](http://www.palmbayflorida.org/finance)

**MONTHLY FINANCIAL REPORT (UNAUDITED)**  
**NOVEMBER 2022**  
CITY OF PALM BAY, FLORIDA



**General Fund (GF) Revenues - Summary**

➤ **FY 2023 YTD Revenue Variance**  
As Compared to Prior Year

	<b>Prior YTD</b>	<b>Current YTD</b>	<b>% Variance</b>	<b>Annual Budget</b>
Ad Valorem Taxes	\$ 5,582,183	\$ 5,784,415	3.6%	\$ 46,501,681
Local Option Fuel Tax	-	-	0.0%	3,800,000
Utility Service Taxes	286,153	302,162	5.6%	9,699,000
Communication Service Tax	-	-	0.0%	2,635,000
Franchise Fees (1)	62,657	107,847	72.1%	6,248,250
State Shared Revenues	-	-	0.0%	5,900,000
Half Cent Sales Tax	-	-	0.0%	7,900,000
Licenses and Permits (2)	90,293	251,932	179.0%	746,300
Grants and Other Entitlements (3)	896	7,125	695.6%	470,629
Charges for Services	970,075	891,929	-8.1%	5,876,418
Fines and Forfeitures (4)	121,007	52,711	-56.4%	493,500
Interest, Rents & Other Revenues (5)	80,037	509,955	537.2%	961,900
Interfund Transfers & Other Sources (6)	443,427	245,876	-44.6%	2,142,538
Fund Balance	-	-	0.0%	5,456,510
	<b>\$ 7,636,727</b>	<b>\$ 8,153,953</b>	<b>6.8%</b>	<b>\$ 98,831,726</b>

- (1) Increase primarily due to higher year-to-date collections of Franchise Fees in FY23.  
(2) Increase primarily due to higher year-to-date collections from driveway permits in FY23.  
(3) Increase primarily due to higher year-to-date collections of Dept. of Justice grant in FY23.  
(4) Decrease primarily due to lower year-to-date collections of Code Compliance fines in FY23.  
(5) Increase primarily due to FY23 reversing entry of FY22 market value adjustment.  
(6) Decrease primarily due to no budgeted transfer from Other EE Benefits Fund in FY23.

# MONTHLY FINANCIAL REPORT (UNAUDITED)

NOVEMBER 2022

CITY OF PALM BAY, FLORIDA



## General Fund (GF) Expenditures - Summary

➤ FY 2023 YTD Expenditure Variance  
As Compared to Prior Year

	Prior YTD	Current YTD	% Variance	Annual Budget
Legislative	\$ 128,452	\$ 135,570	5.5%	\$ 854,257
City Manager	133,464	145,753	9.2%	1,601,292
City Attorney	43,759	45,910	4.9%	510,762
Procurement (1)	100,672	82,479	-18.1%	695,229
Finance	191,285	199,719	4.4%	1,488,502
Information Technology (2)	626,343	728,771	16.4%	6,936,761
Human Resources (3)	85,577	73,301	-14.3%	746,388
Growth Management (4)	251,428	322,411	28.2%	2,242,737
Comm & Economic Dev. (5)	174,282	209,842	20.4%	1,014,483
Recreation (6)	282,604	247,538	-12.4%	2,310,460
Parks and Facilities	706,345	704,775	-0.2%	7,599,927
Police (7)	3,108,994	3,712,282	19.4%	28,475,007
Fire (8)	2,191,248	2,825,546	28.9%	19,185,954
Public Works	799,442	866,279	8.4%	8,871,682
Non-Departmental	923,739	985,361	6.7%	8,498,776
Transfers (9)	1,030,669	2,921,824	183.5%	7,799,509
	<b>\$ 10,778,304</b>	<b>\$ 14,207,362</b>	<b>31.8%</b>	<b>\$ 98,831,726</b>

(1) Decrease primarily due to vacant position(s) in FY23.

(2) Increase primarily due to increased year-to-date costs for personnel, furniture/equipment, PC replacement hardware, & computer hardware in FY23.

(3) Decrease primarily due to lower year-to-date costs for personnel and for licenses/certificates.

(4) Increase primarily due to higher year-to-date costs for personnel in Admin & Land Development Divisions & higher operating costs in FY23.

(5) Increase primarily due to higher year-to-date personnel and operating costs in C&ED Administration Division in FY23.

(6) Decrease primarily due to lower year-to-date capital costs in FY23.

(7) Increase due to higher year-to-date costs for personnel in FY23.

(8) Increase primarily due to higher year-to-date costs for personnel in FY23.

(9) Increase primarily due to higher year-to-date transfers to Road Maintenance CIP and to Debt Service Fund in FY23.

	YTD Actual	YTD Budget	Annual Budget	% Spent
Debt Service	\$ 1,544,995.51	\$ 1,070,447	\$ 6,422,681	24.1%
Personnel	9,005,751.24	10,382,786	62,296,716	14.5%
Operating	2,279,220.44	3,728,075	22,368,452	10.2%
Capital	566.62	1,061,175	6,367,049	0.0%
Contributions	-	-	-	0.0%
Transfers	1,376,828.00	229,471	1,376,828	100.0%
Reserves	-	-	-	0.0%
	<b>\$ 14,207,361.81</b>	<b>\$ 16,471,954</b>	<b>\$ 98,831,726</b>	<b>14.4%</b>

**MONTHLY FINANCIAL REPORT (UNAUDITED)****NOVEMBER 2022**

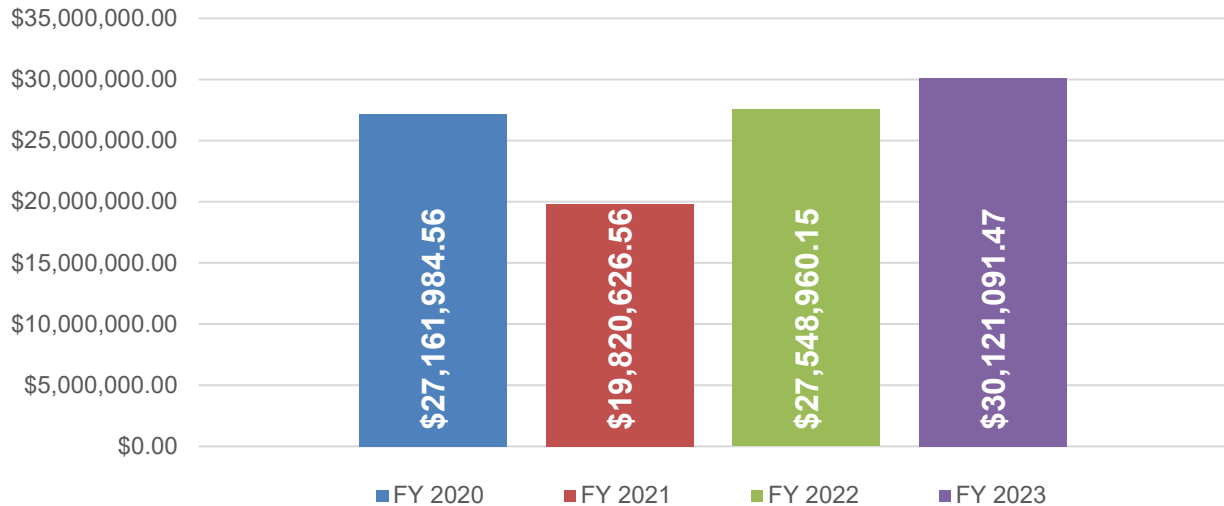
CITY OF PALM BAY, FLORIDA



The total budgeted expenditures for FY23 are \$98,831,726 (including encumbrances from prior year and budget amendments). Of this amount, \$62,296,716, or 63.0%, is related to personnel costs.

**General Fund (GF) Cash & Investments - Summary**

## ➤ Year-to-Date (YTD) Cash &amp; Investments Comparisons



General Fund Cash & Investments		General Fund Cash & Investments	
Prior Month Ending Balance	\$ 26,897,698.39	<b>November 2022 Ending Balance</b>	<b>\$ 30,121,091.47</b>
Cash Increase (Decrease)	3,223,393.08	Cash Advanced to Other Funds:	
		CDBG Fund #126	(420,131.76)
<b>Ending Balance 11/30/2022</b>	<b>\$ 30,121,091.47</b>	<b>Total Available Cash &amp; Investments</b>	<b>\$ 29,700,959.71</b>

**General Fund (GF) Balance - Summary**

**CITY OF PALM BAY, FLORIDA**  
**OPERATING STATEMENT AND CHANGES IN FUND BALANCES**  
**GENERAL FUND**  
For the Month Ended November 30, 2022

	Prior YTD	Current YTD
<b><u>REVENUES</u></b>		
Ad Valorem Taxes	\$ 5,582,183	\$ 5,784,415
Local Option Fuel Tax	-	-
Utility Service Taxes	286,153	302,162
Communication Service Tax	-	-
Franchise Fees	62,657	107,847
State Shared Revenues	-	-
Half Cent Sales Tax	-	-
Licenses and Permits	90,293	251,932
Grants and Other Entitlements	896	7,125
Charges for Services	970,075	891,929
Fines and Forfeitures	121,007	52,711
Interest, Rents and Other Revenues	80,037	509,955
Interfund Transfers and Other Sources	443,427	245,876
<b>Total Revenues</b>	<b>7,636,727</b>	<b>8,153,953</b>
<b><u>EXPENDITURES</u></b>		
Legislative	128,452	135,570
City Manager	133,464	145,753
City Attorney	43,759	45,910
Procurement	100,672	82,479
Finance	191,285	199,719
Information Technology	626,343	728,771
Human Resources	85,577	73,301
Growth Management	251,428	322,411
Economic Development	174,282	209,842
Parks and Recreation	282,604	247,538
Facilities	706,345	704,775
Police	3,108,994	3,712,282
Fire	2,191,248	2,825,546
Public Works	799,442	866,279
Non-Departmental	923,739	985,361
Transfers	1,030,669	2,921,824
<b>Total Expenditures</b>	<b>10,778,304</b>	<b>14,207,362</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>(3,141,576)</b>	<b>(6,053,409)</b>
<b>Fund Balance - Beginning</b>	<b>30,613,782</b>	<b>34,490,191</b>
<b>Fund Balance - Ending</b>	<b>\$ 27,472,206</b>	<b>28,436,782</b>

**MONTHLY FINANCIAL REPORT (UNAUDITED)****NOVEMBER 2022**

CITY OF PALM BAY, FLORIDA

**General Fund (GF) Balance - Summary**

The minimum General Fund unrestricted fund balance, as established by Resolution 2021-03 (effective with the preparation of the City's September 30, 2022, Annual Comprehensive Financial Report and adoption of the City's Fiscal Year 2022 Budget), is two months of regular budgetary General Fund operating expenditures. The following is a history of the City's General Fund unrestricted fund balance.

General Fund Balance - History			
	Minimum	Unrestricted	Unrestricted
	<u>Required</u>	<u>Fund Balance</u>	<u>Fund Balance %</u>
FY 2022	\$ 13,838,672	\$ 33,185,274	40.0%
FY 2021	7,553,655	29,713,480	39.3%
FY 2020	6,758,163	23,658,524	35.0%
FY 2019	6,784,007	18,205,817	26.8%
FY 2018	6,478,266	14,940,492	23.1%

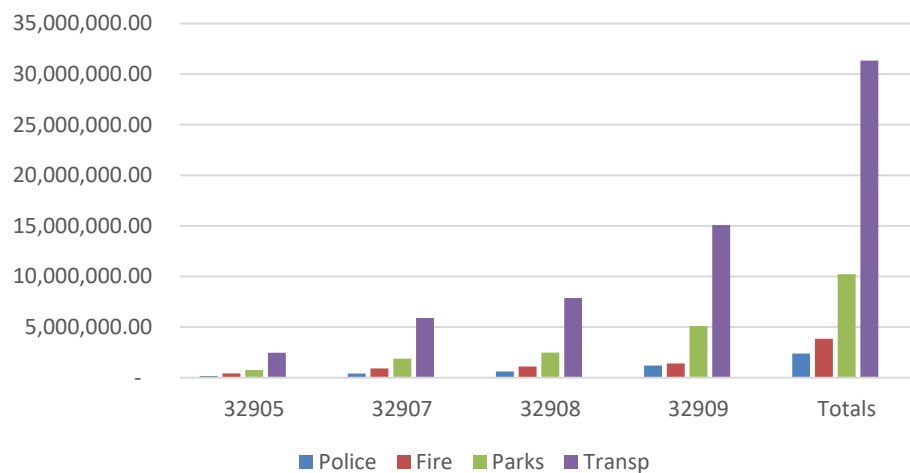
**MONTHLY FINANCIAL REPORT (UNAUDITED)****NOVEMBER 2022**

CITY OF PALM BAY, FLORIDA

**Impact Fees by Nexus Zone - Cash & Investments – Summary\***

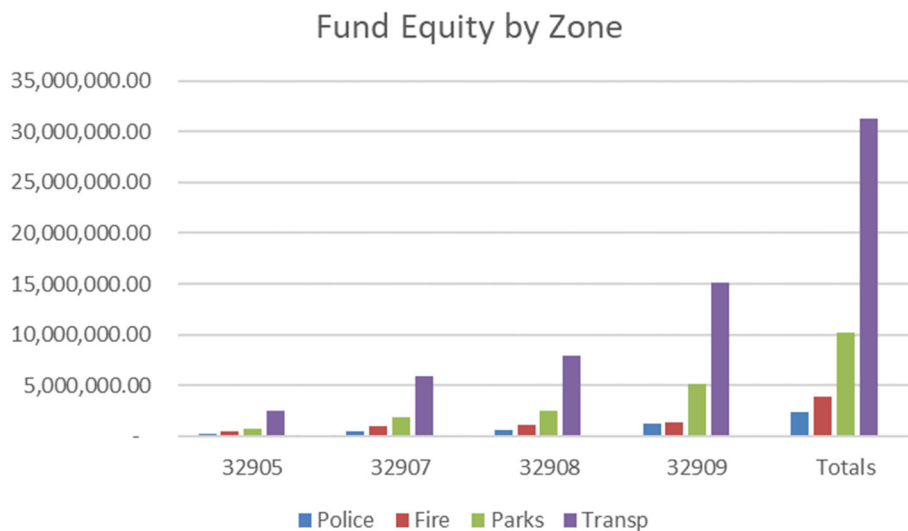
11/30/2022	Zone 1	Zone 2	Zone 3	Zone 4	
	32905	32907	32908	32909	Totals
Police	170,669.15	413,577.36	606,438.58	1,195,957.62	2,386,642.71
Fire	424,407.86	907,393.80	1,108,946.79	1,396,632.66	3,837,381.11
Parks	758,700.63	1,879,688.80	2,474,752.49	5,105,470.57	10,218,612.49
Transp	2,467,678.33	5,898,092.43	7,875,084.57	15,081,024.12	31,321,879.45
Totals	3,821,455.97	9,098,752.39	12,065,222.43	22,779,084.97	47,764,515.76

\*Not including Transportation Impact Fees Zone 32909 segregated amount of \$71,929.31 per I.L.A. with Brevard County.

**Impact Fees Cash & Investments**

### Impact Fees by Nexus Zone – Fund Balance - Summary

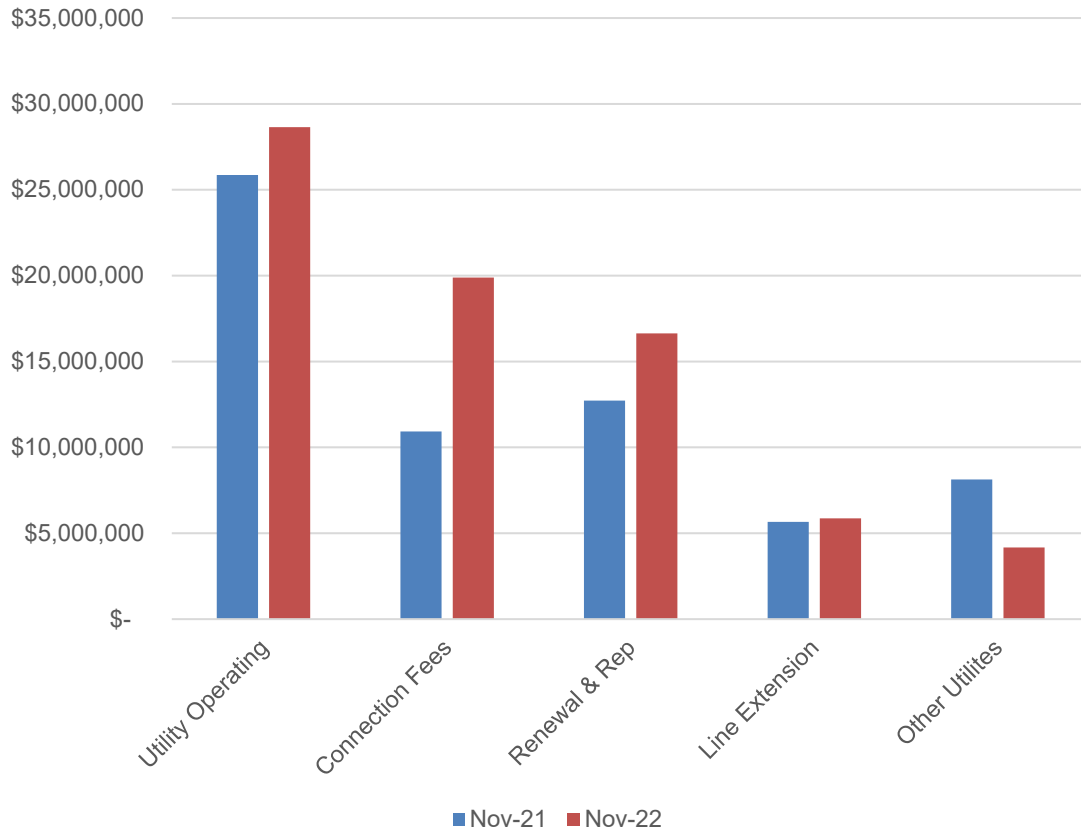
11/30/2022	32905	32907	32908	32909	Totals
Police	170,669.15	413,577.36	606,438.58	1,195,957.62	2,386,642.71
Fire	424,407.86	907,393.80	1,108,946.79	1,391,207.51	3,831,955.96
Parks	758,700.63	1,879,688.80	2,474,752.49	5,105,470.57	10,218,612.49
Transp	2,467,678.33	5,898,092.43	7,875,084.57	15,081,128.93	31,321,984.26
Totals	3,821,455.97	9,098,752.39	12,065,222.43	22,773,764.63	47,759,195.42





### Utilities Fund Cash & Investments - Summary

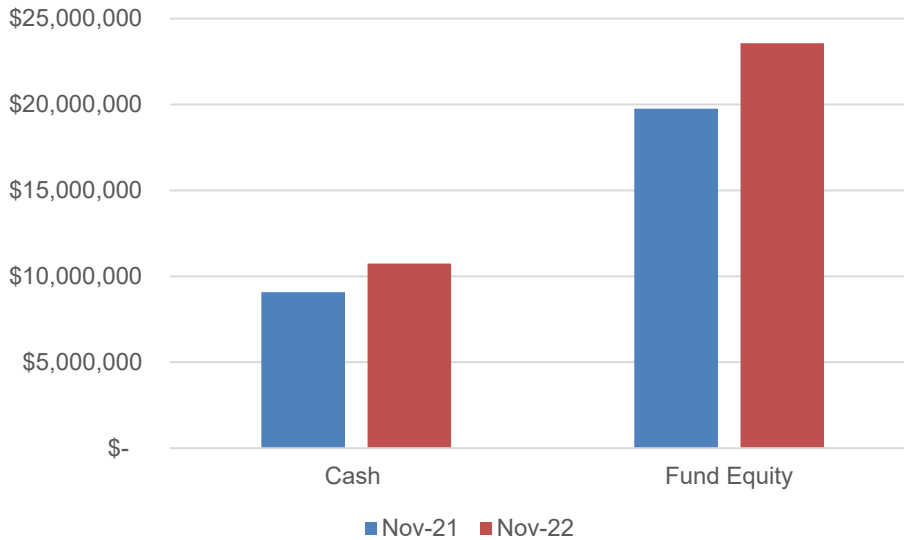
Year-to-Date (YTD) Comparison: Water & Sewer



Overall, the Water & Sewer Funds cash and investments increased by \$11.9 million, or 18.8%, year over year.

### Stormwater Fund Cash & Equity - Summary

➤ Year-to-Date (YTD) Cash & Fund Equity

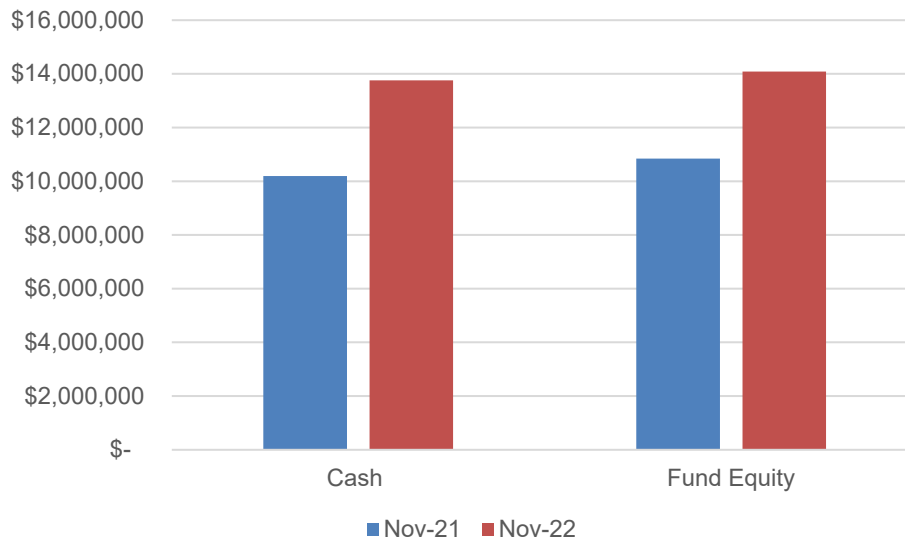


Overall, the Stormwater cash and investment balance increased by \$1,671,746, or 18.4%, year over year.

Overall, the Stormwater fund equity increased by \$3,809,186, or 19.3%, year over year.

### Building Fund Cash & Equity - Summary

➤ Year-to-Date (YTD) Cash & Fund Equity

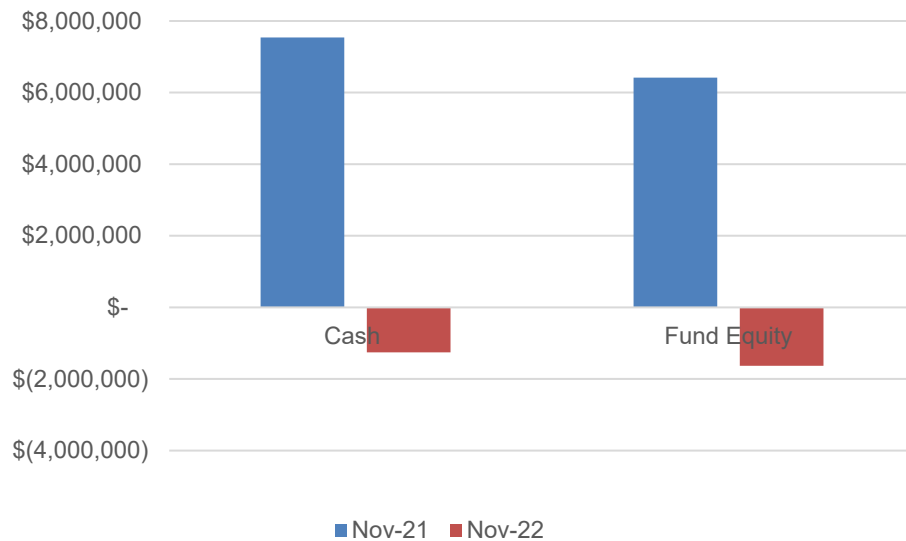


Overall, the Building cash and investment balance increased by \$3,564,612, or 35.0%, year over year.

Overall, the Building fund equity increased by \$3,239,747, or 29.9%, year over year.

### General Obligation Road Program Fund Cash & Equity - Summary

➤ Year-to-Date (YTD) Cash & Fund Equity

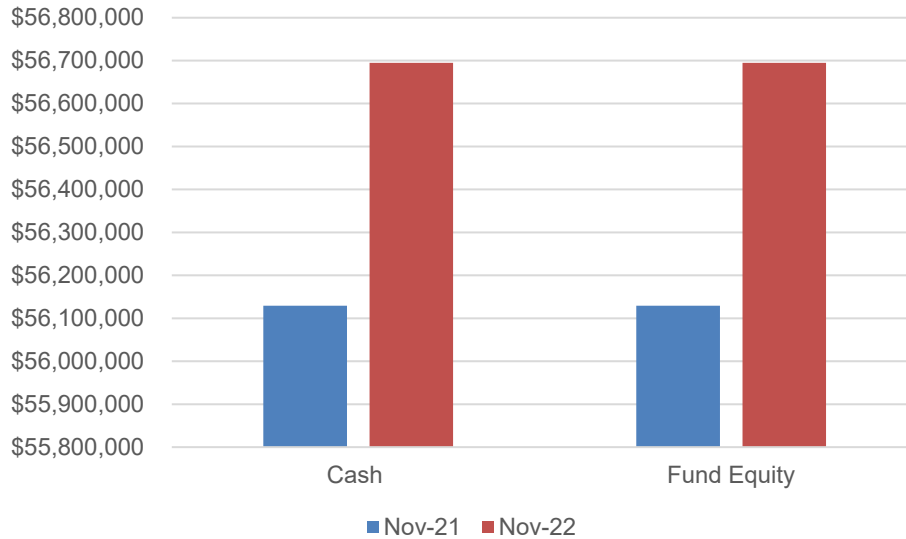


The 2019 General Obligation Road Program cash and investment balance decreased by \$8,795,978, or 116.7%, year over year.

The 2019 G.O. Road Program Fund equity decreased by \$8,046,888, or 125.5%, year over year.

**General Obligation Road Program Fund Cash & Equity - Summary**

➤ Year-to-Date (YTD) Cash & Fund Equity



The 2021 General Obligation Road Program cash and investment balance increased by \$565,360, or 1.0%, year over year.

The 2021 G.O. Road Program Fund equity increased by \$565,360, or 1.0%, year over year.

# MONTHLY FINANCIAL REPORT (UNAUDITED)

NOVEMBER 2022

CITY OF PALM BAY, FLORIDA



## Unaudited Financial Activity - All Funds

City of Palm Bay, Florida

As of November 30, 2022 (unaudited)

17% of fiscal year completed

		Budget		Revenues		Expenditures	
Fund #	Description	Original Budget	Revised Budget	Current Year to Date	Percent of Revised	Current Year to Date	Percent of Revised
General Fund							
001	General Fund	\$93,375,216	\$98,831,726	\$8,153,953	8.3%	\$14,207,362	14.4%
Special Revenue Funds							
101	Law Enforcement Trust Fund	0	0	1,993	0.0%	8	0.0%
103	Palm Bay Municipal Foundation	30,000	30,000	3	0.0%	2,086	7.0%
105	Code Nuisance Fund	400,000	400,000	28,608	7.2%	23,771	5.9%
111	State Housing Grant Fund	863,744	1,930,081	4,673	0.2%	3,758	0.2%
112	Comm Devel Block Grant Fund	1,013,936	2,282,496	857	0.0%	1,415	0.1%
114	Home Invest Grant Fund	853,835	1,019,456	30,384	3.0%	965	0.1%
123	NSP Program Fund	0	2,790	1,939	69.5%	26	0.9%
124	Coronavirus Relief Tr. Fund	0	0	0	0.0%	-	0.0%
126	CDBG Coronavirus Fund	142,375	318,722	0	0.0%	11,787	3.7%
128	ARPA Fund	0	12,181,553	50,792	0.4%	19,913	0.2%
131	Donations Fund	0	0	11,774	0.0%	4,333	0.0%
161	Environmental Fee Fund	366,828	366,828	383,804	104.6%	12	0.0%
181	Bayfront Comm Redev Fund	2,277,904	2,277,904	6,581	0.3%	206	0.0%
Impact Fee Funds							
180	Police Impact Fees - 32905	63,400	63,400	14,606	23.0%	4	0.0%
183	Police Impact Fees - 32907	159,250	240,011	34,289	14.3%	38,906	16.2%
184	Police Impact Fees - 32908	200,400	200,400	47,105	23.5%	19	0.0%
186	Police Impact Fees - 32909	350,600	350,600	90,222	25.7%	29	0.0%
187	Fire Impact Fees - 32905	95,400	111,650	23,314	20.9%	12	0.0%
188	Fire Impact Fees - 32907	264,600	280,850	53,884	19.2%	19	0.0%
189	Fire Impact Fees - 32908	350,800	530,800	74,117	14.0%	18,444	3.5%
190	Fire Impact Fees - 32909	551,000	776,529	138,403	17.8%	104,268	13.4%
191	Parks Impact Fees - 32905	191,100	355,680	5,964	1.7%	10	0.0%
192	Parks Impact Fees - 32907	476,000	1,202,701	113,662	9.5%	9,746	0.8%
193	Parks Impact Fees - 32908	751,500	1,214,137	156,730	12.9%	48	0.0%
194	Parks Impact Fees - 32909	1,003,000	1,003,000	275,249	27.4%	28	0.0%
196	Trans Impact Fees - 32905	852,000	852,000	18,995	2.2%	39	0.0%
197	Trans Impact Fees - 32907	1,603,200	4,806,446	384,463	8.0%	1,067	0.0%
198	Trans Impact Fees - 32908	2,504,500	7,053,425	528,730	7.5%	66	0.0%
199	Trans Impact Fees - 32909	4,015,500	9,900,326	1,079,026	10.9%	417,352	4.2%

**MONTHLY FINANCIAL REPORT (UNAUDITED)**  
**NOVEMBER 2022**  
CITY OF PALM BAY, FLORIDA



**Unaudited Financial Activity - All Funds**  
**City of Palm Bay, Florida**  
**As of November 30, 2022 (unaudited)**  
**17% of fiscal year completed**

		Budget		Revenues		Expenditures	
Fund #	Description	Original Budget	Revised Budget	Current Year to Date	Percent of Revised	Current Year to Date	Percent of Revised
Debt Service Funds							
201	Debt Service Fund	536,673	536,673	0	0.0%	0	0.0%
214	2004 Pension Bond Debt Svc Fd	210,100	210,100	35,145	16.7%	190,001	90.4%
221	2013 Pension Bonds DS Fund	1,445,911	1,445,911	240,199	16.6%	1,375,902	95.2%
223	2015 Franchise Fee Note DS Fd	531,338	531,338	286,909	54.0%	510,180	96.0%
224	2015 Sales Tax Bonds DS Fd	824,664	824,664	137,827	16.7%	0	0.0%
225	2015 Sales Tax Bonds DS Fd - TIF	227,318	227,318	226,950	99.8%	0	0.0%
226	2016 Franchise Fee Note DS Fd	347,807	347,807	58,153	16.7%	272,173	78.3%
227	2018 LOGT Note DS Fd	769,088	769,088	767,640	99.8%	669,846	87.1%
228	2019 GO Bonds DS Fd	6,980,575	6,980,575	833,320	11.9%	411,614	5.9%
229	2019 Pension Bonds DS Fund	2,209,924	2,209,924	369,575	16.7%	1,415,956	64.1%
230	2020 Special Oblig Ref Note	328,782	328,782	54,998	16.7%	291,114	88.5%
231	2021 Pension Bonds DS Fund	3,450,450	3,450,450	412,336	12.0%	0	0.0%
Capital Projects Funds							
301	Community Investment Fund	2,500	3,817,193	10,672	0.3%	37	0.0%
306	2015 FF Nt Procds I-95 Intchg Fd	50	180,695	297	0.2%	205,007	113.5%
307	Road Maintenance CIP Fd	1,000,000	1,000,000	1,035,274	103.5%	52	0.0%
308	'18 LOGT Nt Procds-Rd I-95 Fd	50	309,658	1,014	0.3%	0	0.0%
309	'19 GO Bond Proceeds-Road Fd	11,194,184	61,465,124	4,080	0.0%	1,076,048	1.8%
310	'21 GO Bond Proceeds-Road Fd	0	8,799	281,993	3204.8%	0	0.0%

**MONTHLY FINANCIAL REPORT (UNAUDITED)**  
**NOVEMBER 2022**  
CITY OF PALM BAY, FLORIDA



**Unaudited Financial Activity - All Funds**  
**City of Palm Bay, Florida**  
**As of November 30, 2022 (unaudited)**  
**17% of fiscal year completed**

		Budget		Revenues		Expenditures	
Fund #	Description	Original Budget	Revised Budget	Current Year to Date	Percent of Revised	Current Year to Date	Percent of Revised
Proprietary Funds							
Utility Funds							
421	Utilities Operating Fund	41,847,507	46,069,121	3,528,855	7.7%	5,010,736	10.9%
423	Utility Connection Fee Fund	8,261,085	8,785,578	746,698	8.5%	293,570	3.3%
424	Utility Renewal / Replace Fd	11,981,574	25,419,598	1,995,570	7.9%	205,532	0.8%
425	Main Line Extension Fee Fund	5,178,464	6,105,894	350,735	5.7%	625,519	10.2%
426	2016 Utility Bond Fund	5,313,170	5,313,170	888,288	16.7%	0	0.0%
427	2001 Bond Fund	1,930,600	1,930,600	417,579	21.6%	0	0.0%
431	USA1 Assessment Fund	0	0	415	0.0%	1	0.0%
432	Unit 31 Assessment Fund	297,731	297,731	206	0.1%	4	0.0%
433	Utility SRF Loan Fund	3,777	20,878,814	0	0.0%	690,889	3.3%
434	2020 Utility Note Fund	221,755	1,333,759	47,083	3.5%	81,098	6.1%
Other Enterprise Funds							
451	Building Fund	5,516,984	12,276,717	1,228,093	10.0%	594,927	4.8%
461	Stormwater Fund	15,189,293	22,134,227	1,468,325	6.6%	824,967	3.7%
471	Solid Waste Fund	13,482,670	13,482,670	2,530,154	18.8%	13,854	0.1%
Internal Service Funds							
511	Employee Health Insurance Fd	16,786,307	16,786,307	2,772,075	16.5%	2,280,701	13.6%
512	Risk Management Fund	5,105,867	5,105,867	990,495	19.4%	862,208	16.9%
513	Other Employee Benefits Fd	4,280,960	4,280,960	717,726	16.8%	464,727	10.9%
521	Fleet Services Fund	4,590,687	7,165,025	814,872	11.4%	652,884	9.1%





## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Terese Jones, City Clerk

**DATE:** 1/19/2023

**RE:** Appointment of one (1) member to the Citizens' Budget Advisory Board.

As you may recall, the vacancy has been announced at several regular Council meetings and applications solicited for same.

The following applications have been received to represent the 'at-large' position:

Daniel Acosta  
536 Fournier Street, SW 32909

Jeffrey McLeod  
729 Bautzen Avenue, NW 32907

**REQUESTING DEPARTMENT:**  
Legislative

**FISCAL IMPACT:**  
None

**RECOMMENDATION:**  
Motion to approve the appointment of one (1) member to the Citizens' Budget Advisory Board representing the 'at-large' position.

**ATTACHMENTS:**

**Description**

D.Acosta

J.McLeod



Office of The

JAN 10 2023

City Clerk

## APPLICATION FOR MEMBERSHIP / City Boards or Committees

City of Palm Bay • 120 Malabar Road • Palm Bay, FL 32907  
Phone: 321-952-3414 • www.palmbayflorida.org • Fax: 321-953-8971

### BOARD/COMMITTEE

Name of Board/Committee:   
Full Name:   
Home Address:   
City:  Zip Code:   
Telephone Number:  Fax Number:   
Email Address:

### EMPLOYMENT

Employer:  Occupation:   
Address:   
City:  State:  Zip Code:   
Telephone Number:  Fax Number:   
Email Address:   
Job Responsibilities:

### EDUCATION

High School Name:   
Location:  Years Completed:  Major/Degree:   
College Business or Trade School:   
Location:  Years Completed:  Major/Degree:   
Professional School:   
Location:  Years Completed:  Major/Degree:   
Other:   
Location:  Years Completed:  Major/Degree:

## APPLICANT INFORMATION

Have you ever held a business tax receipt? ☐ Yes ☒ No *If yes, please provide the following:*

Title:

Issue Date:  Issuing Authority:

*If any disciplinary action has been taken, please state the type and date of the action taken:*

Disciplinary Action:  Disciplinary Date:

Are you a resident of the City? ☒ Yes ☐ No *If yes, how long?*  35 Years  Months

How long have you been a resident of Brevard County?  35 Years  Months

Are you a United States citizen? ☒ Yes ☐ No

Are you a registered voter of the City? ☒ Yes ☐ No

Are you employed by the City? ☐ Yes ☒ No *If yes, what department?*

Do you presently serve on a City board(s)? ☐ Yes ☒ No *If yes, please list board(s):*

Have you previously served on a City board(s)? ☐ Yes ☒ No *If yes, please list board(s):*

Are you currently serving on a board, authority, or commission for another governmental agency?

☐ Yes ☒ No *If yes, what board(s):*

Have you ever been convicted or pled guilty to a criminal charge or pled nolo contendere (no contest) to a criminal charge? ☐ Yes ☒ No *If yes, what charge:*

Where:  When:

Disposition was: ☐ Convicted ☐ Pled Guilty ☐ Pled No Contest

Have your civil rights been restored? ☐ Yes ☐ No

Are you a member or participant of any community organizations? ☐ Yes ☒ No

*If yes, please list:*

What are your hobbies / interests? Anything Technical - I love to tinker with electronics. Golf is my sport of choice.

Why do you want to serve on this board / committee? I believe the council needs to have resident oversight.

I believe my personal financial success and the budgets I have managed throughout my careers give me the ability to do so.

Section 760.80, Florida Statutes, requires certain information on statutorily created boards to be filed on an annual basis. Please complete the following.

Race: Latino Gender: Male Physically Disabled: ☐

## APPLICATION CERTIFICATION

By filing this application with the City of Palm Bay and placing my signature below, I do hereby acknowledge the following:

1. This Application, when completed and filed with the Office of the City Clerk, is a PUBLIC RECORD under Chapter 119, Florida Statutes, and is open to public inspection.
2. I am responsible for keeping the information on this form current and that any changes or updates will be provided to the Office of the City Clerk.
3. I consent to filing the Statement of Financial Interests if required for this board.  
<http://www.ethics.state.fl.us>
4. If appointed to a board/committee, I acknowledge that it is my obligation and duty to comply with the following:  
Code of Ethics for Public Officials (Florida Statutes, Chapter 112, Part III)  
Florida Sunshine Law (Florida Statutes, Chapter 286)  
<http://www.flsenate.gov/Statutes>
5. I understand the responsibilities associated with being a board/committee member, and I will have adequate time to serve on this board/committee.

The information provided on this form is true and correct, and consent is hereby given to the City Council or its designated representative to verify any and/or all information provided.

Signature: Daniel Acosta Digitally signed by Daniel Acosta  
Date: 2023.01.09 16:18:17 -05'00' Date: 01/09/2023

Mail the application to:  
City of Palm Bay  
Office of the City Clerk  
120 Malabar Road, SE  
Palm Bay, Florida 32907

Fax the application to:  
321-953-8971

SUBMIT FORM



Office of The  
Jan 11 2023  
City Clerk

## APPLICATION FOR MEMBERSHIP / City Boards or Committees

City of Palm Bay • 120 Malabar Road • Palm Bay, FL 32907  
Phone: 321-952-3414 • www.palmbayflorida.org • Fax: 321-953-8971

### BOARD/COMMITTEE

Name of Board/Committee: Citizen's Budget Advisory Board and Planning and Zoning Board  
Full Name: Jeffrey McLeod  
Home Address: 729 Bautzen Ave NW  
City: Palm Bay Zip Code: 32907  
Telephone Number: 3219604490 Fax Number:   
Email Address: jeffrymc@gmail.com

### EMPLOYMENT

Employer: Retired Occupation: Attorney at Law (Ret)  
Address:   
City:  State:  Zip Code:   
Telephone Number:  Fax Number:   
Email Address:   
Job Responsibilities:

### EDUCATION

High School Name: Cornwall College  
Location: Montego Bay, jamaica Years Completed: 7 Major/Degree: HS Diploma, advan  
College Business or Trade School: University of Michigan  
Location: Ann Arbor Michigan Years Completed: 4 Major/Degree: BGS  
Professional School: University of Detroit Mercy school of law, night student  
Location: Detroit Michigan Years Completed: 4 Major/Degree: Juris Doctor  
Other:   
Location:  Years Completed:  Major/Degree:

## APPLICANT INFORMATION

Have you ever held a business tax receipt? ☐ Yes ☒ No *If yes, please provide the following:*

Title:

Issue Date:  Issuing Authority:

*If any disciplinary action has been taken, please state the type and date of the action taken:*

Disciplinary Action:  NA Disciplinary Date:

Are you a resident of the City? ☒ Yes ☐ No *If yes, how long?*  16 Years  7 Months

How long have you been a resident of Brevard County?  16 Years  7 Months

Are you a United States citizen? ☒ Yes ☐ No

Are you a registered voter of the City? ☒ Yes ☐ No

Are you employed by the City? ☐ Yes ☒ No *If yes, what department?*

Do you presently serve on a City board(s)? ☐ Yes ☒ No *If yes, please list board(s):*

Have you previously served on a City board(s)? ☒ Yes ☐ No *If yes, please list board(s):*

Charter Review Commission 2022

Are you currently serving on a board, authority, or commission for another governmental agency?

☐ Yes ☒ No *If yes, what board(s):*

Have you ever been convicted or pled guilty to a criminal charge or pled nolo contendere (no contest) to a criminal charge? ☐ Yes ☒ No *If yes, what charge:*

Where:  When:

Disposition was: ☐ Convicted ☐ Pled Guilty ☐ Pled No Contest

Have your civil rights been restored? ☐ Yes ☐ No

Are you a member or participant of any community organizations? ☒ Yes ☐ No

*If yes, please list:*  Cornwall College Alumni Central Florida Chapter

BCASCA Brevard Caribbean American Sports and Cultural Association (a 501(c) (3) Charitable Org.

Served as board secretary for 6yrs. life member of the organization.



What are your hobbies / interests? Community Service. Coaching Cricket and soccer. Writing, fundraising for  
Raising money to provide scholarships for indigent students at my high school. Traveling, Enjoying my retirement

Why do you want to serve on this board / committee? I want to contribute to the growth, development and  
I believe my experience practicing law and my analytical mind and my prior community service will be an asset

Section 760.80, Florida Statutes, requires certain information on statutorily created boards to be filed on an annual basis. Please complete the following.

Race: African American Gender: Male Physically Disabled: ☐

### APPLICATION CERTIFICATION

By filing this application with the City of Palm Bay and placing my signature below, I do hereby acknowledge the following:

1. This Application, when completed and filed with the Office of the City Clerk, is a PUBLIC RECORD under Chapter 119, Florida Statutes, and is open to public inspection.
2. I am responsible for keeping the information on this form current and that any changes or updates will be provided to the Office of the City Clerk.
3. I consent to filing the Statement of Financial Interests if required for this board.  
<http://www.ethics.state.fl.us>
4. If appointed to a board/committee, I acknowledge that it is my obligation and duty to comply with the following:  
  
Code of Ethics for Public Officials (Florida Statutes, Chapter 112, Part III)  
Florida Sunshine Law (Florida Statutes, Chapter 286)  
<http://www.flsenate.gov/Statutes>
5. I understand the responsibilities associated with being a board/committee member, and I will have adequate time to serve on this board/committee.

The information provided on this form is true and correct, and consent is hereby given to the City Council or its designated representative to verify any and/or all information provided.

Signature:



Date: 1/11/2023

Mail the application to:  
City of Palm Bay  
Office of the City Clerk  
120 Malabar Road, SE  
Palm Bay, Florida 32907

Fax the application to:  
321-953-8971

**SUBMIT FORM**



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**DATE:** 1/19/2023

**RE:** Resolution 2023-04, directing the City Manager to develop an administrative code establishing a Concealed Carry Policy for the employees of the City of Palm Bay.

At the November 17, 2022 Regular Council Meeting, City Council provided direction to staff to work on a concealed carry policy. As the State of Florida governs the possession of concealed weapons under Florida Statutes Section 790, guidance for a policy will be based upon the rules established in this Section.

The proposed Resolution provides direction to the City Manager to develop an administrative code regarding this matter, which will include compliance with Florida Statutes and other criteria necessary to permit concealed carry in the workplace.

**REQUESTING DEPARTMENT:**

**FISCAL IMPACT:**

None at this time.

**RECOMMENDATION:**

Motion to approve Resolution.

**ATTACHMENTS:**

**Description**

Resolution 2023-04



## RESOLUTION 2023-04

**A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, DIRECTING THE CITY MANAGER TO DEVELOP AN ADMINISTRATIVE CODE ESTABLISHING A CONCEALED CARRY POLICY FOR THE EMPLOYEES OF THE CITY OF PALM BAY.**

**WHEREAS**, at the November 17, 2022, Regular Council Meeting, City Council provided direction to staff to work on a concealed carry policy, and

**WHEREAS**, the State of Florida governs the possession of concealed weapons under Chapter 790, Florida Statutes, and

**WHEREAS**, as an employer, the City of Palm Bay will adhere to Section 790.06, Florida Statutes, which details those facilities in which holders of a concealed carry permit are prohibited from entering with their weapon, which includes police facilities and meetings of the City Council.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA**, as follows:

**SECTION 1.** The City Manager is hereby directed to develop an administrative code establishing a Concealed Carry Policy for the employees of the City of Palm Bay.

**SECTION 2.** This resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting 2023- , of the City Council of the City of Palm Bay, Brevard County, Florida, held on , 2023.

---

Rob Medina, MAYOR

ATTEST:

---

Terese M. Jones, CITY CLERK



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**DATE:** 1/19/2023

**RE:** Resolution 2023-05, providing for the acceptance of the transfer of a portion of Babcock Street from Brevard County.

On April 24, 2020, the City executed an Interlocal Agreement with Brevard County regarding the St. Johns Heritage Parkway Intersection and Babcock Street Project.

As part of the Interlocal Agreement (ILA), segments of Babcock Street south of Malabar Road, excluding the Florida Department of Transportation (FDOT) Interstate 95 bridge area, are to be transferred to the City of Palm Bay when the annual average daily traffic counts exceed the maximum acceptable volume. Currently, the terms of the ILA have been met and the portion of Babcock Street between Malabar Road and Waco Boulevard is eligible for transfer. The transfer includes the City accepting ownership and maintenance of the street and traffic lights, including related equipment for two signalized intersections at Babcock Street and Foundation Park and Babcock Street and Waco Boulevard, as well as two flashers at the Royal Palm Charter School north and south school zone flashers.

The Board of County Commissioners of Brevard County approved Resolution 22-166 at the December 20, 2022 meeting.

At the December 15, 2022 Regular Council Meeting, City Council approved the transfer of a segment of Babcock Street between Waco Boulevard and Malabar Road. This resolution will memorialize the transfer.

**REQUESTING DEPARTMENT:**

City Manager's Office, Public Works

**RECOMMENDATION:**

Motion to approve Resolution 2023-## to accept a segment of Babcock Street between Waco Boulevard and Malabar Road.

**ATTACHMENTS:**

**Description**

County Resolution executed  
Resolution 2023-05

**RESOLUTION NO. 22- 166**

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF  
BREVARD COUNTY, FLORIDA, PURSUANT TO SECTION 125.38, FLORIDA  
STATUTES, AND SECTION 2-247, BREVARD COUNTY CODE OF  
ORDINANCES, AUTHORIZING CONVEYANCE OF COUNTY PROPERTY; AND  
PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, Brevard County, Florida, a political sub-division of the State of Florida (hereinafter the COUNTY) possesses all right and title in and to a public road right-of-way within the City of Palm Bay, a municipality incorporated under the laws of Florida (hereinafter the CITY); and

**WHEREAS**, the right-of-way for said public road is referred to as Babcock Street between Waco Boulevard and Malabar Road (hereinafter the Babcock Street Project), which is further described in Exhibit A; and

**WHEREAS**, on April 24, 2020, the COUNTY and CITY executed an Interlocal Agreement regarding the St. Johns Heritage Parkway Intersection and Babcock Street Project (hereinafter the Interlocal); and

**WHEREAS**, paragraph 22 of the Interlocal states the COUNTY and CITY agree that should the Annual Average Daily Traffic (A.A.D.T.), as determined by the Traffic Planning Organization (T.P.O.), exceed the Maximum Acceptable Volume (M.A.V.) for any segment of Babcock Street south of Malabar Road, excluding the Florida Department of Transportation (F.D.O.T.) Interstate 95 bridge area, to the southern terminus of the Intersection Project, the CITY shall take over maintenance and ownership of said segment of Babcock prior to reconstruction and widening to four lanes; and

**WHEREAS**, the CITY has agreed to accept ownership and maintenance responsibility for the street and traffic lights including related equipment for the two (2) signalized intersections and two flashers (Foundation Park, Waco Boulevard, Royal Palm Charter School northbound school zone flasher, and Royal Palm Charter School southbound school zone flasher); and

**WHEREAS**, the County Deed with attached Exhibit A will effectuate the intent of the Interlocal, and

**WHEREAS**, the CITY has applied for a conveyance of the Babcock Street Road project area via the Interlocal, which shall promote the community interest and welfare of the CITY; and

**WHEREAS**, the COUNTY agrees that the CITY's proposed use of the property for roadway purposes will promote public health, safety or welfare, will serve the public interest, will serve a public purpose; and the COUNTY has determined that said property is not needed for COUNTY purposes, and desires to cooperate with and assist the CITY by conveying the property.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Brevard County, Florida, that:

1. The foregoing recitals are true and correct and incorporated to this Resolution by this reference.


2. The Babcock Street Project property is fully described at Exhibit A, which is attached and incorporated by this reference, and conveyance of said property shall include its associated roadway, drainage systems, and the traffic signals servicing two signalized intersections and two flashers at 1) Babcock Street at Foundation Park intersection, 2) Babcock Street at Waco Boulevard intersection, 3) Babcock Street at Royal Palm Charter School, Northbound School Zone Flasher, and 4) Babcock Street at Royal Palm Charter School, Southbound School Zone Flasher. The Babcock Street Project is located within the boundary of the CITY, and is not needed for COUNTY purposes.
3. The COUNTY finds the CITY has requested the conveyance and the CITY will use and maintain the Babcock Street Project as a public roadway to provide safe and well-kept roadways for the community.
4. In the event the Babcock Street Project is not used, maintained or ceases to be used and maintained for a public roadway, the COUNTY does not retain any right to reenter and repossess the property.
5. The COUNTY authorizes the Chair, Board of County Commissioners, to execute all necessary documents to convey (1) the Babcock Street Project, as described in Exhibit A, (2) it's associated roadway, drainage systems and traffic signals as described in paragraph 1, and (3) any rights pursuant to section 270.11(3), Florida Statutes, to the CITY by County Deed at nominal consideration pursuant to the terms of the Interlocal.
6. This Resolution shall take effect immediately upon its adoption.

This Resolution is **DONE, ORDERED, AND ADOPTED** in Regular Session, this 20th day of December, 2022.

ATTEST:

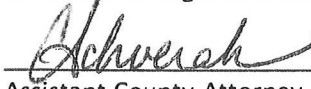
  
Rachel Sadoff, Clerk to the Court

BOARD OF COUNTY COMMISSIONERS  
OF BREVARD COUNTY, FLORIDA

  
Rita Pritchett, Chair

As approved by the Board on: 12-20-2022

Reviewed for legal form and content:

  
Assistant County Attorney

Right-Of-Way Parcels located at Brevard County Road Plat Book 5, Page 72 described as follows:

LEGAL DESCRIPTION: BABCOCK STREET, ALSO KNOWN AS STATE ROAD NO. 507, RIGHT OF WAY PARCEL FROM WACO BOULEVARD SE TO STATE ROAD NO. 514, SECTION 70012, ALSO KNOWN AS MALABAR ROAD SE (BY SURVEYOR) BABCOCK STREET RIGHT OF WAY, FROM THE SOUTH RIGHT OF WAY LINE OF WACO BOULEVARD SE NORTHERLY TO THE SOUTH RIGHT OF WAY LINE OF SAID STATE ROAD NO. 514, ALSO KNOWN AS MALABAR ROAD, AND BEING LOCATED WITHIN SECTIONS 3, 4, 9, 10, 15, AND 16, TOWNSHIP 29 SOUTH, RANGE 37 EAST, BREVARD COUNTY, FLORIDA, LESS AND EXCEPT THAT PORTION WITHIN THE RIGHT OF WAY OF STATE ROAD NO. 9, SECTION 70220, ALSO KNOWN AS INTERSTATE 95, AND BEING MORE PARTICULARLY DESCRIBED AS THE FOLLOWING TWO (2) PARCELS OF RIGHT OF WAY, A SOUTHERN PARCEL SOUTH OF SAID STATE ROAD NO. 9 AND A NORTHERN PARCEL NORTH OF SAID STATE ROAD NO. 9.

BABCOCK STREET, SOUTHERN PARCEL:

A RIGHT OF WAY PARCEL FROM WACO BOULEVARD SE NORTHERLY TO SAID STATE ROAD NO. 9, SECTION 70220, ALSO KNOWN AS INTERSTATE 95, AND LYING WITHIN SECTIONS 3, 4, 9, 10, AND 15, TOWNSHIP 29 SOUTH, RANGE 37 EAST, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHERLY CORNER OF TRACT "A", PORT MALABAR UNIT FORTY ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 21, PAGE 29 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE SOUTH 03° 30' 56" WEST ALONG THE WEST LINE OF SAID TRACT "A" FOR A DISTANCE OF 526.29 FEET TO A POINT ON THE SOUTH LINE OF SAID SECTION 3, SAID LINE ALSO BEING THE NORTH LINE OF SAID SECTION 10; THENCE SOUTH 03° 30' 56" WEST ALONG THE WEST LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 8083, PAGE 1676 FOR A DISTANCE OF 244.10 FEET; THENCE CONTINUING ALONG SAID WEST LINE NORTH 89° 28' 02" WEST FOR A DISTANCE OF 23.39 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF SAID BABCOCK STREET AS DESCRIBED IN OFFICIAL RECORDS BOOK 449, PAGE 493; THENCE SOUTH 03° 56' 05" WEST ALONG SAID EAST RIGHT OF WAY LINE FOR A DISTANCE OF 1214.26 FEET TO THE POINT OF CURVATURE OF A TANGENTIAL CURVE CONCAVE TO THE EAST, HAVING A RADIUS OF 5679.65 FEET, AN INCLUDED ANGLE OF 03° 23' 05"; THENCE ALONG THE ARC OF SAID CURVE AND ALONG SAID EAST RIGHT OF WAY LINE FOR A DISTANCE OF 335.53 FEET TO THE POINT OF TANGENCY, SAID POINT ALSO BEING A POINT ON THE EAST RIGHT OF WAY LINE OF SAID BABCOCK STREET AS DESCRIBED IN OFFICIAL RECORDS BOOK 423, PAGE 240; THENCE SOUTH 00° 33' 00" WEST ALONG SAID EAST RIGHT OF WAY LINE FOR A DISTANCE OF 849.51 FEET TO A POINT ON THE SOUTH LINE OF LOT 24, SECTION 10, PLAT OF FLORIDA INDIAN RIVER LAND COMPANY AS RECORDED IN PLAT BOOK 1, PAGE 165, SAID LINE ALSO BEING THE NORTH LINE OF LOT 9, SECTION 10, SAID PLAT OF FLORIDA INDIAN RIVER LAND COMPANY; THENCE SOUTH 00° 32' 47" WEST CONTINUING ALONG SAID EAST RIGHT OF WAY LINE FOR A DISTANCE OF 2643.00 FEET TO A POINT ON THE SOUTH LINE OF SAID SECTION 10, SAID LINE ALSO BEING THE NORTH LINE OF SAID SECTION 15; THENCE SOUTH 00° 12' 44" WEST CONTINUING ALONG SAID EAST RIGHT OF WAY LINE FOR A DISTANCE OF 1269.31 FEET; THENCE DEPARTING SAID EAST RIGHT OF WAY LINE, RUN NORTH 89° 47' 16" WEST FOR A DISTANCE OF 50.00 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF SAID BABCOCK STREET AS DESCRIBED IN OFFICIAL RECORDS BOOK 423, PAGE 240, SAID LINE ALSO BEING THE EAST LINE OF THE PORT MALABAR UNIT SIXTEEN,

ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 15, PAGE 84; THENCE NORTH 00° 12' 44" EAST ALONG SAID WEST RIGHT OF WAY LINE AND SAID EAST LINE OF PORT MALABAR UNIT SIXTEEN FOR A DISTANCE OF 1269.45 FEET TO THE NORTHEAST CORNER OF SAID SECTION 16, SAID POINT ALSO BEING THE SOUTHEAST CORNER OF SAID SECTION 9, AND SAID POINT ALSO BEING THE NORTHEAST CORNER OF SAID PORT MALABAR UNIT SIXTEEN; THENCE NORTH 89° 37' 15" WEST ALONG THE NORTH LINE OF SAID SECTION 16, SAID LINE ALSO BEING THE SOUTH LINE OF SAID SECTION 9, AND SAID LINE ALSO BEING THE NORTH LINE OF SAID PORT MALABAR UNIT SIXTEEN FOR A DISTANCE OF 50.00 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF SAID BABCOCK STREET AS DESCRIBED IN SAID OFFICIAL RECORDS BOOK 449, PAGE 493; THENCE NORTH 00° 32' 47" EAST ALONG SAID WEST RIGHT OF WAY LINE FOR A DISTANCE OF 1321.78 FEET TO A POINT ON THE NORTH LINE OF LOT 1, SECTION 9, SAID PLAT OF FLORIDA INDIAN RIVER LAND COMPANY, SAID LINE ALSO BEING THE SOUTH LINE OF LOT 16, SECTION 9, SAID PLAT OF FLORIDA INDIAN RIVER LAND COMPANY; THENCE NORTH 89° 23' 18" WEST ALONG THE SAID NORTH LINE OF LOT 1 AND THE SAID SOUTH OF LOT 16 FOR A DISTANCE OF 20.00 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF SAID BABCOCK STREET AS DESCRIBED IN OFFICIAL RECORDS BOOK 423, PAGE 260; THENCE NORTH 00° 32' 47" EAST ALONG SAID WEST RIGHT OF WAY LINE FOR A DISTANCE OF 1321.50 FEET TO A POINT ON THE NORTH LINE OF SAID LOT 16, SAID LINE ALSO BEING THE SOUTH LINE OF LOT 17, SECTION 9, SAID PLAT OF FLORIDA INDIAN RIVER LAND COMPANY; THENCE NORTH 00° 33' 00" EAST CONTINUING ALONG SAID WEST RIGHT OF WAY LINE FOR A DISTANCE OF 1320.73 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF FOUNDATION PARK BOULEVARD AS ESTABLISHED BY THE PLAT OF PORT MALABAR UNIT FIFTY SIX, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 30, PAGE 60, ALSO KNOWN AS JASLO STREET PER SAID PLAT; THENCE SOUTH 89° 27' 03" EAST ALONG SAID SOUTH RIGHT OF WAY FOR A DISTANCE OF 20.00 FEET TO A POINT THE EAST LINE OF SAID PORT MALABAR UNIT FIFTY SIX; THENCE NORTH 00° 33' 00" EAST ALONG SAID EAST LINE AND THENCE ALONG THE EAST LINE OF PORT MALABAR INDUSTRIAL PARK UNIT TWO ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 30, PAGE 74, FOR A DISTANCE OF 1320.73 FEET TO A POINT ON THE NORTH LINE OF SAID SECTION 9, SAID LINE ALSO BEING THE SOUTH LINE OF SAID SECTION 4; THENCE SOUTH 89° 27' 00" EAST ALONG SAID NORTH LINE OF SAID SECTION 9 AND ALONG SAID SOUTH LINE OF SAID SECTION 4 FOR A DISTANCE OF 50.00 FEET TO THE NORTHWEST CORNER OF SAID SECTION 10, SAID POINT ALSO BEING THE SOUTHWEST CORNER OF SAID SECTION 3; THENCE SOUTH 89° 12' 54" EAST ALONG THE NORTH LINE OF SAID SECTION 10, SAID LINE ALSO BEING THE SOUTH LINE OF SAID SECTION 3, FOR A DISTANCE OF 43.28 FEET TO A POINT OF CURVATURE OF A NON-TANGENTIAL CURVE, CONCAVE TO THE WEST, HAVING A RADIUS OF 5679.65 FEET, AN INCLUDED ANGLE OF 01° 46' 11", AND WHOSE LONG CHORD BEARS NORTH 01° 19' 10" EAST; THENCE ALONG THE ARC OF SAID CURVE, SAID ARC ALSO BEING THE WEST RIGHT OF WAY LINE AS DESCRIBED IN SAID OFFICIAL RECORDS BOOK 449 PAGE 493, FOR A DISTANCE OF 175.42 FEET TO A POINT OF TANGENCY; THENCE NORTH 00° 26' 05" EAST ALONG SAID WEST RIGHT OF WAY LINE FOR A DISTANCE OF 581.76 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF STATE ROAD NO. 9, SECTION 70220; THENCE SOUTH 32° 23' 32" EAST ALONG SAID WEST RIGHT OF WAY LINE FOR A DISTANCE OF 276.54 FEET TO THE POINT OF BEGINNING, CONTAINING 18.76 ACRES (817,381 SQUARE FEET) MORE OR LESS.



BABCOCK STREET, NORTHERN PARCEL:

A RIGHT OF WAY PARCEL FROM STATE ROAD NO. 9, SECTION 70220, ALSO KNOWN AS INTERSTATE 95, NORTHERLY TO STATE ROAD NO. 514, SECTION 70012, ALSO KNOWN AS MALABAR ROAD, AND LYING WITHIN SECTIONS 3 AND 4, TOWNSHIP 29 SOUTH, RANGE 37 EAST, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHERLY CORNER OF TRACT "A", PORT MALABAR UNIT FORTY ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 21, PAGE 29 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE NORTH 04° 04' 50" EAST FOR A DISTANCE OF 504.68 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF SAID STATE ROAD NO. 9, SAID LINE ALSO BEING THE EAST RIGHT OF WAY LINE AS ESTABLISHED BY SAID PLAT OF PORT MALABAR UNIT FORTY, AND SAID POINT ALSO BEING THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL; THENCE NORTH 32° 23' 32" WEST ALONG SAID EAST RIGHT OF WAY LINE OF SAID STATE ROAD NO. 9 FOR A DISTANCE OF 335.74 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF SAID BABCOCK STREET AS DESCRIBED IN SAID OFFICIAL RECORDS BOOK 449, PAGE 493; THENCE NORTH 00° 26' 05" EAST ALONG SAID WEST RIGHT OF WAY LINE AND ALSO ALONG THE WEST RIGHT OF WAY LINE AS SHOWN ON PORT MALABAR UNIT THIRTY-EIGHT ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 20, PAGE 117, FOR A DISTANCE OF 3925.32 FEET; THENCE SOUTH 89° 21' 33" EAST ALONG A LINE 33.00 FEET SOUTH OF AND PARALLEL TO THE NORTH LINE OF SAID SECTION 3, FOR A DISTANCE OF 100.00 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE AS DESCRIBED IN SAID OFFICIAL RECORDS BOOK 449, PAGE 493; THENCE SOUTH 00° 26' 05" WEST ALONG SAID EAST RIGHT OF WAY LINE, SAID LINE ALSO BEING THE EAST RIGHT OF WAY LINE AS SAID PORT MALABAR UNIT THIRTY EIGHT AND THE EAST RIGHT OF WAY LINE AS SHOWN ON SAID PLAT OF PORT MALABAR UNIT FORTY, FOR A DISTANCE OF 2879.09 FEET; THENCE DEPARTING SAID EAST RIGHT OF WAY LINE AS DESCRIBED IN SAID OFFICIAL RECORDS BOOK 449, PAGE 493; THENCE SOUTH 89° 28' 23" EAST ALONG SAID EAST RIGHT OF WAY AS ESTABLISHED BY SAID PLAT OF PORT MALABAR UNIT FORTY FOR A DISTANCE OF 2.80 FEET; THENCE SOUTH 02° 58' 43" EAST CONTINUING ALONG SAID EAST RIGHT OF WAY LINE FOR A DISTANCE OF 1330.35 FEET TO THE POINT OF BEGINNING, CONTAINING 10.36 ACRES (451,363 SQUARE FEET), MORE OR LESS.

ALL DEED, MAP AND PLAT REFERENCES AS SHOWN HEREON. A TITLE OPINION OR REPORT WAS NOT PROVIDED TO THE SURVEYOR. RIGHTS OF WAY AND EASEMENTS SHOWN ON APPLICABLE RECORD PLATS OR INCLUDED IN THE ABOVE REFERENCE MATERIAL ARE INDICATED HEREON. NO OPINION OF TITLE, OWNERSHIP OR UNWRITTEN RIGHTS IS EXPRESSED OR IMPLIED. ALL PUBLIC RECORDS REFERENCED HEREIN ARE PER THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

## **RESOLUTION 2023-05**

**A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, PROVIDING FOR THE ACCEPTANCE OF THE TRANSFER OF A PORTION OF BABCOCK STREET FROM BREVARD COUNTY TO THE CITY OF PALM BAY; PROVIDING FOR THE ACCEPTANCE AND MAINTENANCE OF THE PUBLIC IMPROVEMENTS FROM MALABAR ROAD TO WACO BOULEVARD, EXCEPT THE I-95 RIGHT OF WAY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on April 24, 2020, the COUNTY and CITY executed an Interlocal Agreement regarding the St. Johns Heritage Parkway Intersection and Babcock Street Project ("Interlocal Agreement"), and

**WHEREAS**, pursuant to paragraph 22 of the Interlocal Agreement the COUNTY and CITY agreed that should the Annual Average Daily Traffic (A.A.D.T.), as determined by the Traffic Planning Office (T.P.O.), exceed the Maximum Acceptable Volume (M.A.V.) for any segment of Babcock Street south of Malabar Road, excluding the Florida Department of Transportation (F.D.O.T.) Interstate 95 bridge area, to the southern terminus of the Intersection Project, the CITY shall take over maintenance and ownership of said segment of Babcock prior to reconstruction and widening to four lanes, and

**WHEREAS**, on December 22, 2022, the Brevard County Board of County Commissioners adopted and authorized the chairman to sign a deed and resolution to effectuate the transfer of the segment of Babcock Street (SR 507) from Malabar Road (SR 514) to Waco Boulevard except the portion within the right of way of I-95 (SR 9), which is further described in Exhibit A, and

**WHEREAS**, the CITY has agreed to accept ownership and maintenance responsibility for the street and traffic lights including related equipment for two (2) signalized intersections (Foundation Park, Waco Boulevard) and one (1) Royal Palm



Charter school northbound school zone flasher, and one (1) Royal Palm Charter School southbound school zone flasher) pursuant to the terms of the Interlocal Agreement.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA,** as follows:

**SECTION 1.** The above recitals are true and correct and are hereby incorporated by reference.

**SECTION 2.** The City of Palm Bay accepts the deed to the property as described in Exhibit 'A.' for

**SECTION 3.** The property shall be used for the public purpose of maintaining a public roadway in the City of Palm Bay.

**SECTION 4.** This resolution shall be effective immediately upon adoption.

This resolution was duly enacted at Meeting 2023- , of the City Council of the City of Palm Bay, Brevard County, Florida, held on , 2023.

---

Rob Medina, MAYOR

ATTEST:

---

Terese M. Jones, CITY CLERK



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Nancy A. Bunt, Community Economic Development Director

**DATE:** 1/19/2023

**RE:** Consideration of an amendment to the Subrecipient Contract with Community of Hope, Inc. for American Rescue Plan Act funding (\$518,601).

At the December 15, 2022, Regular Council Meeting, City Council allocated an additional \$518,601 in American Rescue Plan Act (ARPA) funds to Community of Hope. Community of Hope's application proposed the acquisition of a 14- unit, multifamily, market rate apartment complex to serve as transitional (temporary) affordable housing for residents of Palm Bay. City Council awarded ARPA funding in the amount of \$1,749,921 to Community of Hope at the September 22, 2022 Special Council Meeting.

Staff is requesting Council's approval of Amendment #1 to the ARPA Subrecipient Agreement with Community of Hope.

### REQUESTING DEPARTMENT:

Community & Economic Development

### FISCAL IMPACT:

Funds are available in fund 128, American Rescue Plan.

### RECOMMENDATION:

Motion to 1) approve an amendment to the ARPA Subrecipient Agreement with Community of Hope allocating an additional \$518,601; and 2) authorize the Mayor to execute Amendment #1 to the ARPA Subrecipient Agreement with Community of Hope.

### ATTACHMENTS:

#### Description

ARPA-Amendment One Community of Hope, \$518,601

## **FEDERALLY-FUNDED SUBAWARD AND FUNDING ASSISTANCE AGREEMENT**

The following information is provided pursuant to 2 C.F.R. §200.331(a)(1):

Name of sub-recipient: **Community of Hope, Inc.**

SAM Organization Identifier: **MLTGRB9GKRD7**

ARPA Unique Identification Number: **YLJRVW6W1MF9**

Federal Award Identification Number: **SLT-5031**

Federal Award Date: **June 17, 2021 & June 21, 2022 (first & second payment/tranche received)**

Subaward Period of Performance: Start Date: **October 1, 2022**

Subaward Period of Performance: End Date: **December 31, 2024**

Total Amount Obligated by this Action: **\$1,749,921**

Total Federal Obligation by the City of Palm Bay to Sub-recipient: (including this obligation)  
**\$1,749,921**

Total Federal Award Commitments by the City of Palm Bay to Sub-recipient: **\$1,749,921**

Award is R&D: **NO**

Program Description: On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President. Section 9901 of ARPA amended Title VI of the Social Security Act (the Act) to add section 602, which establishes the Coronavirus State Fiscal Recovery Fund, and section 603, which establishes the Coronavirus Local Fiscal Recovery Fund (together, the Fiscal Recovery Funds). The Fiscal Recovery Funds are intended to provide support to state, local, and tribal governments (together, recipients) in responding to the impact of COVID-19 and in their efforts to contain COVID-19 on their communities, residents, and businesses. The Fiscal Recovery Funds build on and expand the support provided to these governments over the last year, including through the Coronavirus Relief Fund (C.R.F.).

The American Rescue Plan will deliver \$350 billion for state, local, territorial, and tribal governments to respond to the COVID-19 emergency and restore jobs. The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- Support public health expenditures by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- Replace lost public sector revenue by using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- Provide premium pay for essential workers by offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,

- Invest in water, sewer, and broadband infrastructure by making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Federal awarding agency: **U.S. Department of Treasury**

Pass-through entity: **City of Palm Bay, FL**

CFDA number: **21.027**

CFDA name: **Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)**

R&D designation: **Non R&D**

Should you have any question about this sub-award, please contact: **Ibis Berardi,**

**Assistant Director for Community & Economic Development at 321-952-3400 ext. 4045**

As required by Federal Regulations and the terms and conditions of this award, the applicant agrees to complete and sign this document to ensure that they are eligible for any future COVID-19 funding from the City of Palm Bay. This also includes that the Sub recipient agrees to report any fraud, waste, or abuse of these funds to the City of Palm Bay Administration.

**AMENDMENT ONE TO SUBRECIPIENT CONTRACT BETWEEN  
CITY OF PALM BAY  
AND  
COMMUNITY OF HOPE, INC.  
FOR  
AMERICAN RESCUE PLAN ACT (ARPA)**

On October 1, 2022, the City of Palm Bay, Florida, a municipal corporation herein referred to as "City" and Community of Hope, Inc. hereinafter referred to as the "Subrecipient," entered into an agreement American Rescue Plan Act (ARPA) Section 9901 of ARPA amended Title VI of the Social Security Act (the Act) to add section 602, which establishes the Coronavirus State Fiscal Recovery Fund, and section 603, which establishes the Coronavirus Local Fiscal Recovery Fund (together, the Fiscal Recovery Funds). The Fiscal Recovery Funds are intended to provide support to state, local, and tribal governments (together, recipients) in responding to the impact of COVID-19 and in their efforts to contain COVID-19 on their communities, residents, and businesses. The Fiscal Recovery Funds build on and expand the support provided to these governments over the last year, including through the Coronavirus Relief Fund (C.R.F.). ARPA bearing the grant-identifier number SLT-5031 assigned by the Department of Treasury.

**WHEREAS**, Section 25 of the Agreement provides that the City or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization. Such amendments shall not invalidate this Agreement, nor relieve or release the City or Subrecipient from its obligations under this Agreement; and

**WHEREAS**, the City and the Subrecipient wish to amend the agreement as set forth herein;

**NOW, THEREFORE**, the City and the Subrecipient do mutually agree as follows:

- I. On December 15, 2022, City Council approved additional funding in the amount of **Five Hundred Eighteen Thousand Six Hundred One Dollars and Zero Cents \$518,601.** The new agreement amount total is now **One Million Seven Hundred Forty-Nine Thousand Nine Hundred Twenty-One Dollars and Zero Cents \$1,749,921.**
- II. The additional funding will assist with the acquisition of the properties located at **1400 and 1430 Baytree Dr. NE, Palm Bay FL 32905.**
- III. Replace Attachment C,
- IV. All other terms and conditions remain in effect.

IN WITNESS WHEREOF, the Subrecipient and the City respectively, have caused this Agreement to be executed by their duly authorized representatives.

**SUBRECIPIENT: COMMUNITY OF HOPE, INC.**

BY:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name/ Title (print)

**STATE OF FLORIDA  
COUNTY OF BREVARD**

SWORN to (or affirmed) and subscribed before me by means of [ ] physical presence or [ ] online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 2023 by \_\_\_\_\_ who is personally known to me or did produce \_\_\_\_\_ as identification.

NOTARY SEAL/STAMP:

\_\_\_\_\_

NOTARY PUBLIC, STATE OF FLORIDA

MY COMMISSION EXPIRES ON: \_\_\_\_\_

**CITY OF PALM BAY**

ATTEST:

BY: \_\_\_\_\_

MAYOR ROB MEDINA

BY: \_\_\_\_\_

CITY CLERK

APPROVED AS TO FORM FOR THE  
RELIANCE OF THE CITY OF PALM BAY ONLY

\_\_\_\_\_  
CITY ATTORNEY

## ATTACHMENT C: Project Budget and Expenses Worksheet

If a project cost overrun is identified, the Subrecipient must receive approval from the City before additional costs are incurred.

Budget Category	Other Sources	ARPA Projected Budget Amount Jan. 2023 – Dec. 2023
Appraiser	\$7,500	\$
Environmental Reviews	\$5,000	\$
Market Analysis	\$3,800	\$
Survey	\$1,800	\$
Existing Buildings	\$150,079	\$1,749,921
Relocation	\$10,000	\$
Unit Construction: Rehab	\$118,000	\$
Borrower's Legal	\$2,500	\$
Title & Recording Professional	\$2,500	\$
Title & Recording Financing	\$2,500	\$
Total Leveraged/ARPA funds:*	\$303,679	\$1,749,921
Cost Per Unit:	\$146,686	X 14 units=
Total Project Cost:	\$2,053,600	

\*Community of Hope will be financing the \$81,399 to be able to complete the project







## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Patricia Smith, City Attorney

**DATE:** 1/19/2023

**RE:** Consideration of a request to reconsider the denial of Ordinance 2022-105 (Case CP-31-2022, Waterstone Holdings, LLC).

Section 51.05(B), Palm Bay Code of Ordinances provides, "the City Council or any board may reconsider the same or similar issue within the twelve (12) month period if a mistake, inadvertence, surprise or excusable neglect has occurred as a result of the actions of the applicant or the city, provided that the event directly or indirectly formed a basis for the City Council's or any board's decision to deny the request at the public hearing." The mistake, inadvertence, surprise or excusable neglect standard in the ordinance is similar to the relief from judgment standard in Florida Rule of Civil Procedure 1.540. In applying the mistake, inadvertence, surprise, or excusable neglect standard, the court in *Masto v. Hoteles Doral, C.A.*, 645 So. 2d 184, 185 (Fla. 3d DCA 1994) stated the "(f)ailure of a party to take the required steps necessary to protect its own interests, cannot, standing alone, be grounds to vacate judicially authorized acts to the detriment of other innocent parties; the law requires certain diligence of those subject to it, and this diligence cannot be lightly excused." Moreover, "excusable neglect" is when "inaction results from clerical or secretarial error, reasonable misunderstanding, a system gone awry or any other of the foibles to which human nature is heir, then upon timely application accompanied by a reasonable and credible explanation the matter should be permitted to be heard on the merits." *Somero v. Hendry Gen. Hosp.*, 467 So. 2d 1103, 1106 (Fla. 4th DCA 1985). In addition, §51.05(B) requires that the event to have directly or indirectly have formed the basis for Council's decision to deny.

The Applicant has provided the followings bases for the reconsideration that are summarized below (the request for reconsideration is included in the agenda packet):

1. Surprise: Jeremy Gorovitz, a primary partner with the Applicant, had a death in his family on October 4 with the funeral being held out of state on October 6. Mr. Gorovitz was therefore unable to attend the City Council meeting on October 6 which impacted the Applicant's ability to respond to questions and concerns raised by City Council.
2. Mistake: The Applicant retained economist Dr. Fishkind who completed an economic and market analysis of the marketability and feasibility of commercial vs. residential on the property. Dr. Fishkind was unable to attend the meeting. However, the Applicant states that his reports were provided to staff but were not included in the agenda package.
3. Inadvertence: Because the Applicant assumed the economic reports had been included in the agenda package, the Applicant did not fully present the findings to City Council.

4. Excusable Neglect: City Council raised concerns about the adequacy of police, fire and emergency services in the area. The Applicant states that these concerns were raised after the hearing was closed and the Applicant was unable to rebut. The Applicant then rebuts by 1. indicated that the applicant offered the City a 3.2-acre site to use as a fire station in exchange for impact fee credits but the City decided to pursue a different site that is part of Emerald Lakes; and 2. the net fiscal impact and impact fees generated by the project could help building a police and fire station.

In evaluating the Applicant's grounds for rehearing, Council should consider the following:

1. Surprise: Did the Applicant waive this argument by failing to request the City Council continue the hearing? Did Applicant waive this argument by failing to inform City Council, before or during the hearing, that a key member of the Applicant's team was unavailable and Applicant's presentation would be adversely affected if City Council did not grant the Applicant a continuance?

2. Mistake: Did the Applicant waive this argument by failing to request a continuance hearing? Did Applicant waive this argument by failing to inform City Council, before or during the hearing that a key member of the Applicant's team was unavailable and Applicant's presentation would be adversely affected if City Council did not grant the Applicant a continuance?

3. Inadvertence: Was it reasonable for Applicant not to review the published agenda prior to the public hearing? When did the Applicant first discover that the reports were not included in the agenda? Did only having a summary of the findings of the economist and not having the entire reports directly or indirectly form the basis for your decision to deny?

4. Excusable Neglect: Applicant alleges that the discussion of a police and fire station occurred after the public hearing was closed thereby depriving the Applicant the ability to respond. The information the Applicant provides regarding Cypress Bay's offer to provide a site for the fire station and that the project would generate impact fees were both discussed during the public hearing. Councilman Foster asked the Applicant about public safety and specifically a police and fire station. In response, Jake Wise explained that the 6 ½ acres the City Council had rezoned to commercial had previously been offered to the City as a site for a police and fire station. He also explained that staff preferred a site offered by Emerald Lakes.

**REQUESTING DEPARTMENT:**

City Attorney's Office

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Request for Council to decide whether to grant or deny the motion for reconsideration.

**ATTACHMENTS:****Description**

Case CP-31-2022 - Narrative  
Request for Reconsideration  
Case CP-31-2022 - Application  
Case CP-31-2022 - Location and Legal Description Map  
Case CP-31-2022 - Boundary Survey  
  
Case CP-31-2022 - Trip Generation  
Case CP-31-2022 - School Impact Analysis Letter  
P&Z minute excerpt  
Case CP-31-2022 - Staff Report  
Case CP-31-2022 - Correspondence - Revised  
Applicant Presentation

## THE GROVE AT PALM BAY MINOR COMPREHENSIVE PLAN AMENDMENT & PRELIMINARY DEVELOPMENT PLAN NARRATIVE AND JUSTIFICATION STATEMENT

**Project:** The Grove at Palm Bay (the Project described below) gives the city of Palm Bay a unique opportunity to overcome the challenges and changes experienced in land development and city planning caused by the pandemic and changing market conditions. Together, we can re-envision and build a project that is mutually beneficial to the city and its residents, as well as one that makes “planning sense” and is financially and fiscally accretive.

The subject site is a +/- 39-acre parcel located in the Waterstone Planned Unit Development, located in the northwest quadrant of the intersection at St. Johns Heritage Parkway and Babcock Street. It is planned for 612 market-rate multifamily units and 148 age-targeted 55+ multifamily units (together, the “Project”). All needed infrastructure will be provided including vehicle access, stormwater ponds, city utility extensions, and internal amenities including pedestrian access to commercial land yet to be constructed along Babcock Street. This direct access between the multifamily Project and the commercial land will **increase safety for Palm Bay residents and reduce traffic on Babcock Street.**

**Compatibility and Transitional Buffer:** The Project will be situated between commercial development and single-family residential. **Multifamily is a logical step down in zoning and widely used transition of land use between single-family and high intensity uses, such as commercial.** The Waterstone PUD provides for a mix of uses, and the proposed multifamily will not significantly reduce the commercial frontage available along the Babcock Street corridor. The multifamily Project will **create a walkable community that will reduce traffic on city roads, provide a transitional land use buffer, and bring in people and incomes to support the remaining commercial parcels.**



**Property Owner:** Waterstone Farms, LLC

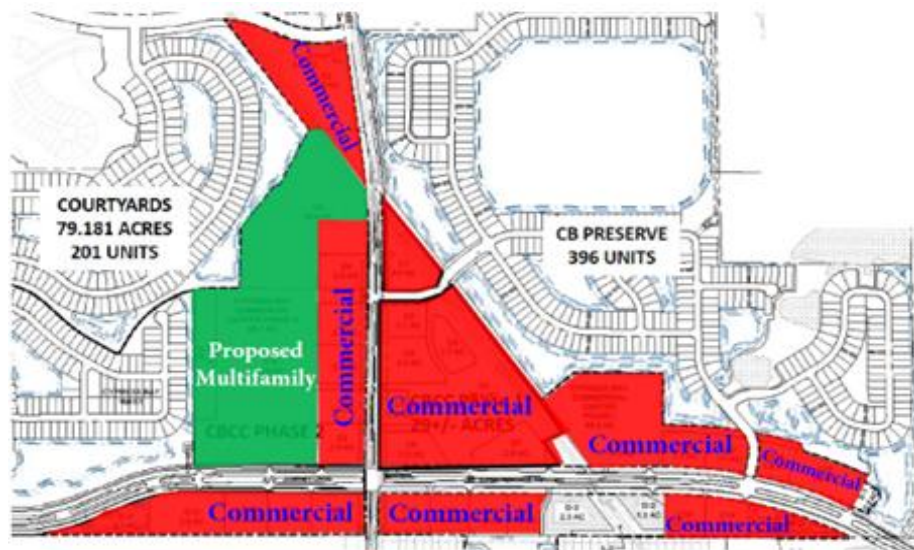
**Applicant:** Kimaya, LLC, a subsidiary of Park Square Homes

**Existing Zoning:** Planned Unit Development (PUD)

**Future Land Use:** The underlying Land Use per the Comprehensive Plan is Commercial for the Project area.

**Request:** The Applicant is seeking a change to the Comprehensive Plan to amend the Future Land Use Map from Commercial to Multifamily Residential (maximum 20 units per acre) on the +/- 39-acre parcel as a transitional buffer.

The area of land proposed to be changed (+/- 39 acres) is only a small portion of the land in the Waterstone PUD which currently has Commercial Land Use. **Assuming the Project and FLUA are approved, Waterstone will still have 90+ acres designated for Commercial Land Use.** The Applicant, separate from this submittal and the Project described herein, is in the process of leasing and marketing these 90+ acres for a variety of commercial users, but **based on experience and leasing/marketing feedback, there is insufficient demand for 130+ acres of commercial, and the additional multifamily is needed for the commercial to be successful.**



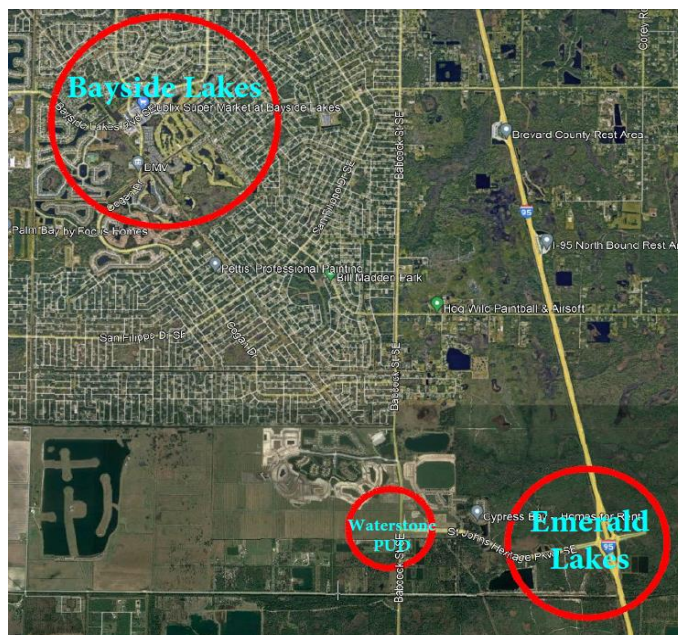
**Supply and Demand:** It is important to consider the supply and demand of existing and proposed commercial space in the trade area. The Project's trade area includes Emerald Lakes immediately adjacent to the east of the Project and Bayside Lakes to the north of the Project.

- (i) **Emerald Lakes is approved for 2,470,000 SF of commercial space.** With its location along I-95 immediately east of this Project and anticipated size and success, **it will serve as a regional commercial hub and negate the need for commercial space at Waterstone.**

- (ii) **Bayside Lakes**, a highly successful and mature market which was predominantly built in the early and middle 2000's, has +/- 30 acres which are zoned commercial but even today (as of June 2022) have never been developed. In other words, **+/- 40% of the Bayside Lakes commercial land remains vacant and undeveloped for +/- 20 years**. This is notable given that Bayside's residential is already built out and still does not support all the commercial land Bayside has been allocated.

Currently, Waterstone has far more commercial land entitled than Bayside Lakes relative to residential. If this Project is approved, Waterstone will have roughly the same ratio of commercial acres to residential units as Bayside Lakes. Furthermore, there is up to 2,470,000 commercial SF at Emerald Lakes next door.

The market data demonstrates that **Waterstone currently has too much commercial land compared to what can be absorbed**. This will be further exacerbated with 2,470,000 square feet of approved commercial space coming to market in Emerald Lakes next door. The addition of multifamily can help make the remaining +/- 90 commercial acres in Waterstone successful.



**Palm Vista Comparison:** Even after the change of the +/- 39 acres to Residential Land Use, Waterstone will still provide 90+ acres of commercial compared to the +/- 60 acres currently approved for Palm Vista (also in Palm Bay). Waterstone provides for 2,700 residential units while Palm Vista is planned for 4,000+ residential units. Palm Vista has a much more balanced approach to its commercial/residential ratio, whereas Waterstone, as approved today, is out of balance with what today's market can absorb.

**Meeting a Need:** Housing supply and affordability has been increasingly problematic throughout the city of Palm Bay and Brevard County. The proposal set forth in this Project meets a growing need for residential rental units in Brevard County, and more specifically, the

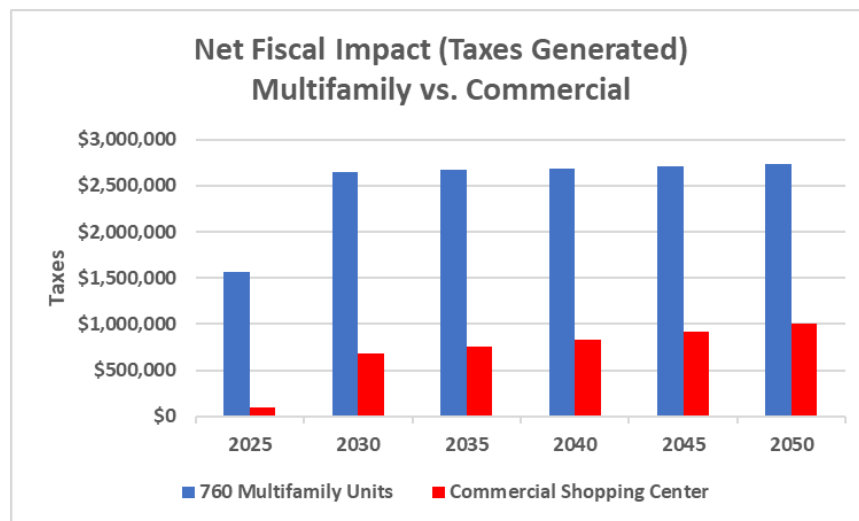


southern portion of the county. Without the approval of this Project and similar projects, the scarcity of housing will continue to drive housing prices upward and make Palm Bay and Brevard County increasingly unattainable.

**Adapting to Current Market Trends:** The **Amazon Effect** is the impact the rise of online shopping has had on brick-and-mortar businesses and consumer shopping patterns. As Ecommerce has grown, the demand for brick-and-mortar shops has shrunk. The **Covid Effect** (i.e. people working from home and shopping from home) has accelerated the impacts of the Amazon Effect and **further reduced the need for brick-and-mortar retail.**

The Waterstone PUD allocating 130+ acres of commercial land has evolved since 2006, long before the emergence of Ecommerce. **This proposed Project rebalances the ratio of residential/commercial to a level more viable to today's market conditions, allowing a mix of feasible, supportable development in this corridor.**

**Economic and Fiscal Benefit:** The Applicant engaged Hank Fishkind, a PH.D. in Economics with specialties in urban and regional economics/econometrics and a former Professor at University of Florida, to study the economic and fiscal impacts of the proposed Land Use change. Based on these third-party reports (copies of which are included herein) and as shown in the table below, **the proposed multifamily Project produces 3.5x the amount of taxes over the commercial shopping center on an annual basis.**



Additionally, the commercial project is not feasible or developable now or in the foreseeable future, so the tax revenue shown in **red** above is not realistically obtainable. On the other hand, **the multifamily Project as proposed currently meets market demand making it feasible and developable in the near term, meaning the tax revenue shown above in blue would be realized much more quickly if this FLUA is approved.**

**Impact Fees:** If the proposed multifamily Project is approved, it will help support commercial development, and it's estimated that the combined impact fees (including both the multifamily Project and commercial) will be as follows:

Breakdown of Impact Fees By Category	
Multifamily Impact Fees	\$6,819,779
Assisted Living Impact Fees	\$1,082,257
General Commercial Impact Fees	\$3,635,503
Total Impact Fees	\$11,537,540

**Conclusion:** Looking at the supply of land designated for commercial use between Bayside Lakes, Emerald Lakes and Waterstone relative to what can be absorbed provides clear justification that 130+ acres are simply too many for the Waterstone PUD. With the lack of demand and excess supply of commercial land, this subject property will remain vacant and undeveloped for the foreseeable future which will result in no economic or fiscal benefits to city of Palm Bay. There are meaningful fiscal and economic benefits to Palm Bay including far greater tax revenue and impact fees if the Land Use change is approved which would allow the additional residential to support the commercial.

**Future Development Plan:** The Future Land Use Map Amendment is less than 50 acres, so it qualifies as a Small-Scale Amendment under Chapter 163 Florida Statutes. The Applicant is also submitting a Preliminary Development Plan (PDP) application and documents for City Council approval. Upon approval and completion of the comprehensive plan amendment and PDP, the Applicant will submit a Final Development Plan application and engineering plans and permits to start the construction approval process.



Jack Kirschenbaum | Jack.Kirschenbaum@gray-robinson.com | D 321.674.3045  
1795 West NASA Boulevard, Melbourne, Florida 32901 | T 321.727.8100 | F 321.984.4122

October 26, 2022

Rob Medina, Mayor, City of Palm Bay ([MayorRobMedina@pbfl.org](mailto:MayorRobMedina@pbfl.org))  
Donny Felix, Councilman ([seat2@pbfl.org](mailto:seat2@pbfl.org))  
Randy Foster, Councilman ([seat3@pbfl.org](mailto:seat3@pbfl.org))  
Kenny Johnson, Deputy Mayor ([seat4@pbfl.org](mailto:seat4@pbfl.org))  
Peter Filiberto, Councilman ([seat5@pbfl.org](mailto:seat5@pbfl.org))  
City of Palm Bay  
120 Malabar Road  
Palm Bay, FL 2907

Re: The Grove at Palm Bay

Dear Mayor and Council Members:

Jake Wise, Jim McKnight and I represent The Grove at Palm Bay/Waterstone Holdings which is a new mixed-use development project proposed by Kimaya, LLC (the “Development Team” and the “Project”). The Property Owner and Applicant is listed as Waterstone Holdings, LLC (Jake Wise, PE, Rep.). The Planning and Zoning Board voted unanimously on September 6, 2022 to recommend its approval of this Project. The Project was listed as Items #7 and #8 in the October 6, 2022 City Council meeting where, unfortunately, the City Council declined to approve.

Pursuant to Palm Bay Land Development Code Title V. Chapter 51, Section #51.05, my clients request a rehearing for Item #7 and an initial hearing for Item #8 on the grounds of surprise, mistake, inadvertence, and excusable neglect as follows:

1. Surprise: The Applicant and Development Team consists of a partnership. The primary partner who has been spearheading the Project (zoning, entitlements, FLUA, marketing, commercial leasing, civil planning, design, architecture, economic analysis, PDP submittal, etc.), Jeremy Gorovitz, had an unexpected death in his family October 4, and the funeral occurred October 6 in New Jersey, the same day as the City Council meeting. As such, Jeremy was unable to attend the City Council meeting due to being out of state. Jeremy had planned to have a major role in the Project’s presentation. He is leading the Project on all fronts, including specifically commercial leasing, marketing and development, which became a major speaking point throughout the meeting and had a decisive impact on the outcome of the City Council’s vote. This surprise that Jeremy was unable to attend the City Council meeting, as well as answer questions and address concerns raised by Council, had a material impact on the Applicant and Development Team’s ability to inform Council on substantive matters.
2. Mistake: The Applicant and Development Team engaged the services of Hank Fishkind, Ph.D., one of the most renowned economists in Florida, to complete a full economic and market analysis of the marketability and feasibility of commercial vs. residential development, as well as a fiscal and economic impact of commercial vs. residential development on the property (the “Reports”). As

Mr. Fishkind was unable to attend the Council meeting, it was imperative that copies of his Reports be provided in the Council Agenda Package. Copies of these Reports and the summary PowerPoint had been furnished by the Applicant and Development Team to the city staff to be included in the Agenda Package for the Council meeting. The Applicant and Development Team also reached out to the city staff via phone call and text to ensure such inclusion in the Agenda Package. Unfortunately, a mistake occurred, and these Reports were not included in the Agenda Package. The Reports contained necessary, valuable information, data and analysis pertaining to the enormous financial impact, job creation, overall economic outcomes from and the viability of the proposed Project. The failure of these Reports to be provided in the Agenda Package for the City Council meeting has a material impact on Council's understanding of the Project, as well as their ability to make an informed vote.

This mistake alone entitles the Applicant and Development Team to a rehearing.

3. Inadvertence: The Applicant and Development Team inadvertently assumed that the Reports had been furnished to Council and included in the Agenda Package. Therefore, we did not fully present the findings to Council.
4. Excusable Neglect: At the City Council meeting, Council raised concerns regarding the inadequate capacity of police, fire and emergency services in the market area. Such concerns were raised after the public hearing was closed. As such, the Development Team neglected to address the concerns raised by Council as the comment/rebuttal portion of the meeting was closed. The Applicant and Development Team are able to address the concerns relating to emergency services:
  - i. Over past years, Cypress Bay Farms, LLC offered to the city a 3.2-acre site on the east side of Babcock Street to serve as the location for a fire station. The city planned to accept this piece of property (known as the "Fire Station Site") in exchange for impact fee credits (purchase and lease scenarios were also considered). Cypress Bay Farms, LLC paid for ROW improvements for this Fire Station Site, designed and built a master stormwater treatment system, and filled the property to be able to accommodate the future fire station. Recently, however, the city staff changed course ultimately deciding not to pursue this Fire Station Site. Instead, they are pursuing a site very nearby (part of Emerald Lakes) to secure a larger amount of acreage for the emergency service facilities. This Fire Station Site remains undeveloped and available should the city decide to consider the site a viable location.
  - ii. The net fiscal impact (tax revenue after accounting for expenses) and impact fees generated by the Project will go a very long way in supporting the construction of a new fire and police station.

As the Development Team neglected to address such concerns, the omittance of these proffers had a material impact on the information needed by Council to make an informed vote.

Kenny Johnson (seat4@pbfl.org)  
Rob Medina (MayorRobMedina@pbfl.org)  
Donny Felix (seat2@pbfl.org)  
Randy Foster (seat3@pbfl.org)  
Peter Filiberto (seat5@pbfl.org)  
October 26, 2022  
Page 3

A memorandum of law supporting the legal basis for this rehearing shall be submitted under separate cover. Please advise when this matter will be placed on the City Council Agenda so that we can ensure our memorandum of law is timely provided. Thank you for your continued cooperation regarding these matters.

Very truly yours,



Jack A. Kirschenbaum

JAK/kf

cc: Suzanne Sherman, City Manager ([citymanager@pbfl.org](mailto:citymanager@pbfl.org))  
Joan Junkala, Deputy City Manager ([Joan.Junkala@palmbayflorida.org](mailto:Joan.Junkala@palmbayflorida.org))  
Patricia Smith, City Attorney ([patricia.smith@palmbayflorida.org](mailto:patricia.smith@palmbayflorida.org))

#48700550 v1



**LAND DEVELOPMENT DIVISION**

120 Malabar Road SE • Palm Bay, FL 32907 • Telephone: (321) 733-3042

[Landdevelopmentweb@palmbayflorida.org](mailto:Landdevelopmentweb@palmbayflorida.org)

**COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT  
APPLICATION**

This application must be deemed complete and legible, and the original application with original signature(s) must be returned by the first day of the month during division office hours, with all enclosures referred to herein, to the Land Development Division, Palm Bay, Florida, to be processed for consideration the following month at the earliest by the Planning and Zoning Board. **Large Scale Amendments will require 60 days of review prior to a scheduled Planning and Zoning Board meeting.** The application will then be referred by the Planning and Zoning Board for study and recommendation to the City Council. You or your representative are required to attend the meeting(s) and will be notified by mail of the date and time of the meeting(s). The Planning and Zoning Board holds their regular meeting the first Wednesday of every month at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

**APPLICATION AMENDMENT TYPE:**

- ☒ **Small Scale** (50 acres or Less)      ☐ **Text Amendment** (Comp. Plan)
- ☐ **Large Scale** (More than 50 acres)

**PARCEL ID(S):**

BCPA Parcel IDs: A portion of 30-37-04-00-1, 30-37-04-00-4 & 30-37-04-00-5

**TAX ACCOUNT NUMBER(S):**

Accounts: A portion of 3000215, 3011110 & 3011111

**LEGAL DESCRIPTION OF THE PROPERTY COVERED BY THIS APPLICATION: (attach additional sheets if necessary):**

See attached

**SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage):**

+/- 38.3

CITY OF PALM BAY, FLORIDA  
COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION  
PAGE 2 OF 3

**LAND USE CLASSIFICATION AT PRESENT OR PLAN SECTION AFFECTED (ex.: Commercial, Single Family, Policy CIE-1.1B, etc.):**

Commercial

**LAND USE CLASSIFICATION DESIRED OR PROPOSED TEXT CHANGE (attach additional sheets if necessary):**

Multi- Family Residential Use (20 units per acre)

**PRESENT USE OF PROPERTY:**

Vacant Grazing Land

**STRUCTURES LOCATED ON THE PROPERTY:** N/A

**REZONING FILED IN CONJUNCTION WITH THIS APPLICATION:** No

**JUSTIFICATION FOR CHANGE (attach additional sheets containing supporting documents and evidence if necessary):**

See attached

**SPECIFIC USE INTENDED FOR PROPERTY:**

Multi- family market rate apartments

**THE FOLLOWING PROCEDURES AND ENCLOSURES ARE REQUIRED TO COMPLETE THIS APPLICATION:**



\*Application Fee. Make Check payable to "City of Palm Bay."



**\$1,200.00 - Small Scale (50 acres or Less)**



**\$2,000.00 - Large Scale (More than 50 acres)**



**\$2,000.00 - Text Amendment (Comp. Plan)**



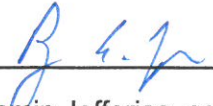
CITY OF PALM BAY, FLORIDA  
COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION  
PAGE 3 OF 3

- ☐ Legal description of the subject property with a sketch of the legal. **Also provide the site sketch on Memory Drive.**
- ☐ List of legal descriptions of all properties within a 500-foot radius of the boundaries of the property covered by this application, together with the names and mailing addresses (including zip codes) of all respective property owners within the above referenced area. (This should be obtained for a fee from the Brevard County Planning and Zoning Department at (321) 633-2060.)
- ☐ School Board of Brevard County School Impact Analysis Application (if applicable). The application is obtained from the Planning and Project Management Department of the School Board of Brevard County at (321) 633-1000, extension 11418.
- ☐ Sign(s) posted on the subject property. Refer to [Section 51.07\(C\)](#) of the Legislative Code for guideline. Staff will provide a sign template.
- ☐ **Where the property owner is not the representative for the request, a [LETTER](#) must be attached giving the notarized consent of the property owner(s) to a representative.**

**Name of Representative** Jake Wise, PE- Construction Engineering Group, LLC

I, THE UNDERSIGNED UNDERSTAND THAT THIS APPLICATION MUST BE COMPLETE AND ACCURATE BEFORE CONSIDERATION BY THE PLANNING AND ZONING BOARD/LOCAL PLANNING AGENCY AND CERTIFY THAT ALL THE ANSWERS TO THE QUESTIONS IN SAID APPLICATION, AND ALL DATA AND MATTER ATTACHED TO AND MADE A PART OF SAID APPLICATION ARE HONEST AND TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

**UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.**

**Owner Signature**  **Date** 6/29/22  
**Printed Name** Benjamin Jefferies, as Managing Member of Waterstone Holdings, LLC.  
**Full Address** 2040 Highway A1A; Suite 207; Indian Harbour Beach, FL 32937  
**Telephone** 321-757-5600 **Email** ben@waterstonefla.com

**\*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY**

June 29, 2022

Re: Letter of Authorization

As the property owner of the site legally described as:

BCPA Parcel IDs :30-37-04-00-1, 30-37-04-00-4 & 30-37-04-00-500

I, Owner Name: Waterstone Holding, LLC

Address: 2040 Highway A1A; Suite 207; Indian Harbour Beach, FL 32937

Telephone: 321-757-5600

Email: ben@waterstonefla.com

hereby authorize:

Representative: Jake Wise, PE- Construction Engineering Group, LLC

Address: 2651 W Eau Gallie Blvd, Suite A; Melbourne, FL 32935

Telephone: 321-610- 1760

Email: jwise@cegengineering.com

to represent the request(s) for:

any and all submittals related to CPA submittal

B.E. J. (Property Owner Signature)

STATE OF Florida

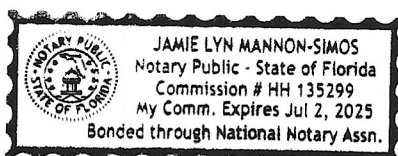
COUNTY OF Broward

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 29th day of June, 2022 by

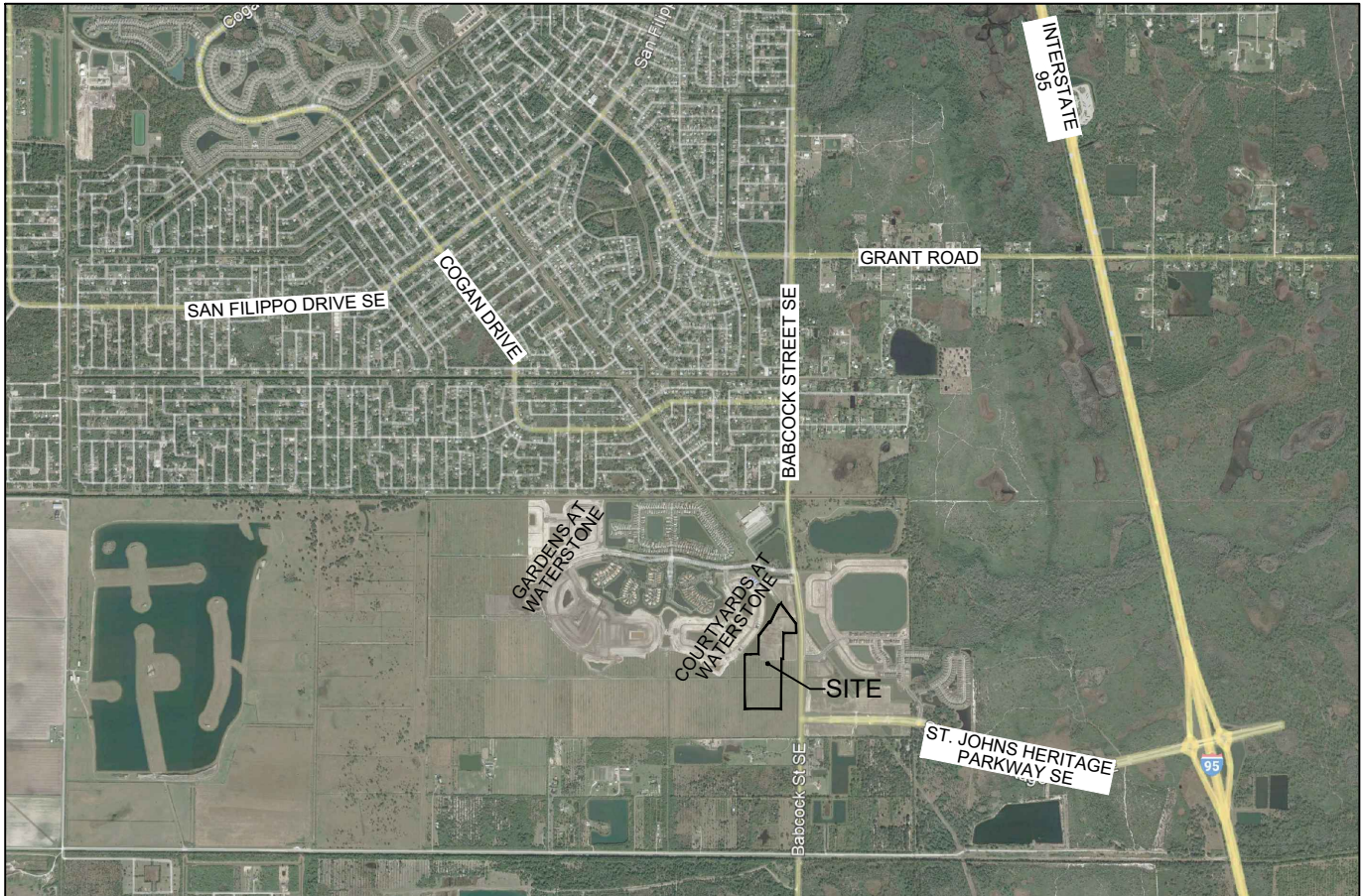
Benjamin Joffe, property owner.

J. Mannon-Simos, Notary Public

☒ Personally Known or ☐ Produced the Following Type of Identification:







## LOCATION MAP

NTS



### LEGAL DESCRIPTION:

A PARCEL OF LAND BEING A PORTION OF SECTIONS 3 AND 4, TOWNSHIP 30 SOUTH, RANGE 37 EAST, BREVARD COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF SAID SECTION 4; THENCE RUN N 01° 11' 38" W ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 4 FOR A DISTANCE OF 500.17 FEET TO THE NORTH RIGHT OF WAY LINE OF PROPOSED JOURNEY DRIVE (A 200 FOOT WIDE RIGHT OF WAY) AS DESCRIBED IN OFFICIAL RECORDS BOOK 9156, PAGE 2642 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE RUN N 89° 42' 39" W ALONG SAID NORTH RIGHT OF WAY LINE FOR A DISTANCE OF 194.08 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL; THENCE CONTINUE N 89° 42' 39" W ALONG SAID NORTH RIGHT OF WAY LINE FOR A DISTANCE OF 841.14 FEET; THENCE RUN N 00° 01' 02" E FOR A DISTANCE OF 1252.63 FEET TO THE SOUTHERLY LINE OF COURTYARDS AT WATERSTONE PHASE 1, AS RECORDED IN PLAT BOOK 69, PAGES 81 THROUGH 83 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA, ALSO BEING A POINT OF INTERSECTION WITH A NON-TANGENT CURVE, CONCAVE SOUTHEAST, HAVING A RADIUS OF 680.00 FEET, AND WHOSE CHORD BEARS N 84° 22' 36" E FOR A DISTANCE OF 151.07 FEET; THENCE RUN THE FOLLOWING (6) COURSES AND DISTANCES ALONG THE SOUTHERLY LINES OF SAID COURTYARDS AT WATERSTONE PHASE 1; (1) RUN NORTHEASTERLY ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 12° 45' 20", FOR A DISTANCE OF 151.39 FEET TO A POINT OF TANGENCY; (2) RUN S 89° 14' 44" E FOR A DISTANCE OF 167.08 FEET; (3) RUN N 00° 45' 16" E FOR A DISTANCE OF 428.37 FEET; (4) RUN N 37° 33' 19" E FOR A DISTANCE OF 394.53 FEET; (5) RUN S 89° 42' 39" E FOR A DISTANCE OF 29.22 FEET; (6) RUN N 27° 00' 20" E FOR A DISTANCE OF 447.16 FEET TO THE SOUTHWESTERLY LINE OF A 110 FOOT WIDE FLORIDA POWER LIGHT COMPANY EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 384, PAGE 21 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE RUN N 53° 23' 09" E FOR A DISTANCE OF 55.00 FEET TO THE CENTERLINE OF SAID 110 FOOT WIDE FLORIDA POWER AND LIGHT COMPANY EASEMENT; THENCE RUN S 36° 36' 51" E ALONG SAID CENTERLINE FOR A DISTANCE OF 576.37 FEET TO THE WEST RIGHT OF WAY LINE OF BABCOCK STREET (A 100 FOOT WIDE RIGHT OF WAY), ALSO BEING A POINT OF INTERSECTION WITH A NON-TANGENT CURVE, CONCAVE SOUTHWEST, HAVING A RADIUS OF 5264.29 FEET, AND WHOSE CHORD BEARS S 03° 24' 48" E FOR A DISTANCE OF 221.46 FEET; THENCE RUN SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 02° 24' 38", FOR A DISTANCE OF 221.48 FEET TO A POINT OF INTERSECTION WITH A NON-TANGENT LINE; THENCE RUN N 89° 35' 40" W FOR A DISTANCE OF 298.02 FEET; THENCE RUN S 00° 45' 16" W FOR A DISTANCE OF 598.19 FEET; THENCE RUN N 89° 14' 44" W FOR A DISTANCE OF 34.94 FEET; THENCE RUN S 00° 45' 16" W FOR A DISTANCE OF 1162.47 FEET TO THE POINT OF BEGINNING; CONTAINING 38.324 ACRES, MORE OR LESS.



**CONSTRUCTION  
ENGINEERING  
GROUP**  
Consulting Engineers

2651 Eau Gallie Blvd., Suite A  
Melbourne, FL 32935  
Tel. 321.253.1221  
www.ceengineering.com  
COA #0008097

## THE GROVE AT PALM BAY

PALM BAY, FL

LOCATION MAP

DATE	6/30/22
COUNTY	BREVARD
APPROVED BY	JTW
SCALE	THIS SHEET
NTS	FIG. 1



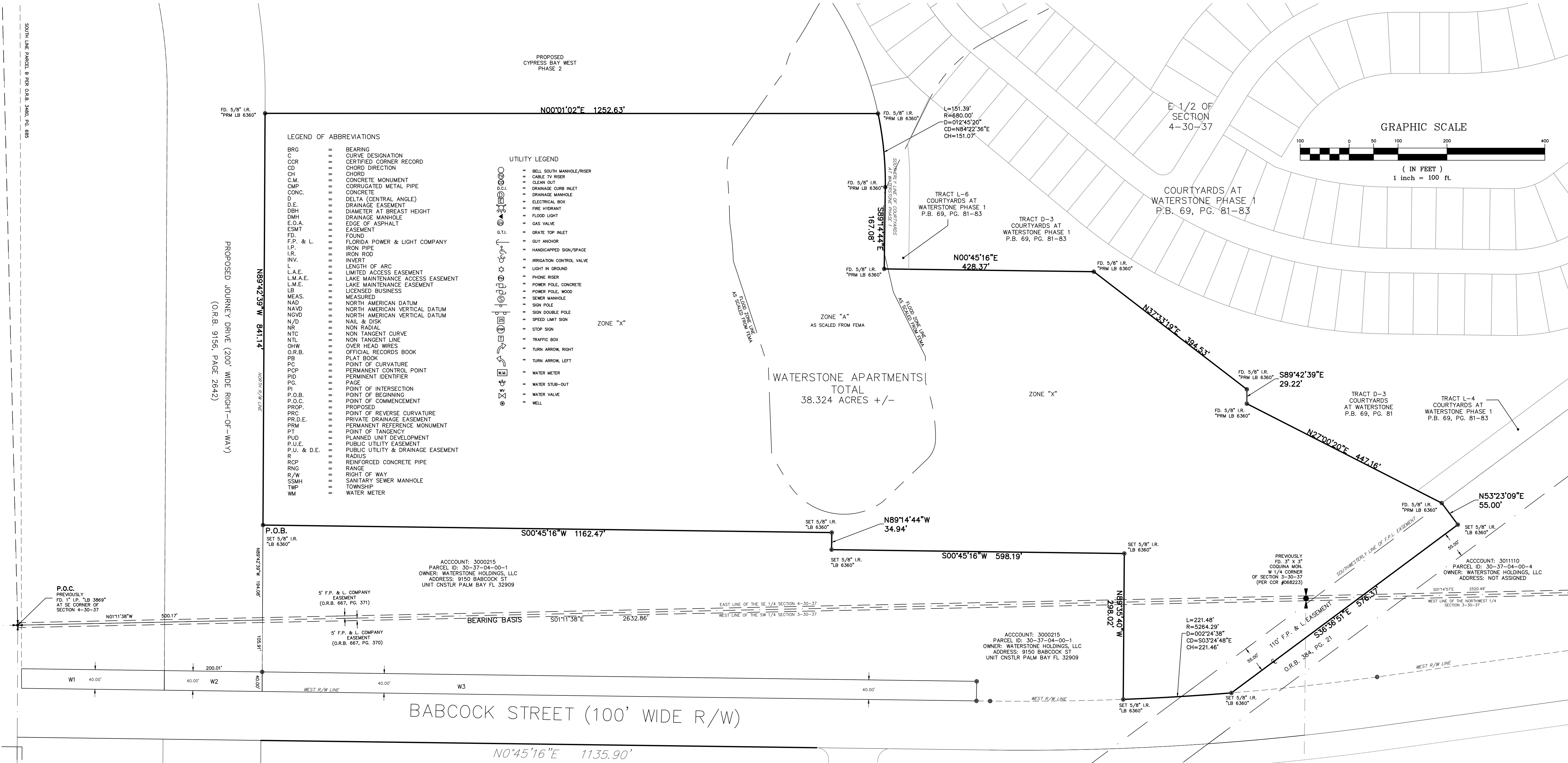
LEGAL DESCRIPTION: (BY SURVEYOR)

A PARCEL OF LAND BEING A PORTION OF SECTIONS 3 AND 4, TOWNSHIP 30 SOUTH, RANGE 37 EAST, BREVARD COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF SAID SECTION 4; THENCE RUN N 01° 11' 38" W ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 4 FOR A DISTANCE OF 500.17 FEET TO THE NORTH RIGHT OF WAY LINE OF PROPOSED JOURNEY DRIVE (A 200 FOOT WIDE RIGHT OF WAY) AS DESCRIBED IN OFFICIAL RECORDS BOOK 9156, PAGE 2642 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE RUN N 89° 42' 39" W ALONG SAID NORTH RIGHT OF WAY LINE FOR A DISTANCE OF 194.08 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL; THENCE CONTINUE N 89° 42' 39" W ALONG SAID NORTH RIGHT OF WAY LINE FOR A DISTANCE OF 841.14 FEET; THENCE RUN N 00° 01' 02" E FOR A DISTANCE OF 1252.63 FEET TO THE SOUTHERLY LINE OF COURTYARDS AT WATERSTONE PHASE 1, AS RECORDED IN PLAT BOOK 69, PAGES 81 THROUGH 83 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA, ALSO BEING A POINT OF INTERSECTION WITH A NON-TANGENT CURVE, CONCAVE SOUTHEAST, HAVING A RADIUS OF 680.00 FEET, AND WHOSE CHORD BEARS N 84° 22' 36" E FOR A DISTANCE OF 151.07 FEET; THENCE RUN THE FOLLOWING (6) COURSES AND DISTANCES ALONG THE SOUTHERLY LINES OF SAID COURTYARDS AT WATERSTONE PHASE 1: (1) RUN NORTHEASTERLY ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 12° 45' 20", FOR A DISTANCE OF 151.39 FEET TO A POINT OF TANGENCY; (2) RUN S 89° 14' 44" E FOR A DISTANCE OF 167.08 FEET; (3) RUN N 00° 45' 16" E FOR A DISTANCE OF 428.37 FEET; (4) RUN N 37° 33' 19" E FOR A DISTANCE OF 394.53 FEET; (5) RUN S 89° 42' 39" E FOR A DISTANCE OF 29.22 FEET; (6) RUN N 27° 00' 20" E FOR A DISTANCE OF 447.16 FEET TO THE SOUTHWESTERLY LINE OF A 110' FOOT WIDE FLORIDA POWER LIGHT COMPANY EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 384, PAGE 21 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE RUN N 53° 23' 09" E FOR A DISTANCE OF 55.00 FEET TO THE CENTERLINE OF SAID 110 FOOT WIDE FLORIDA POWER AND LIGHT COMPANY EASEMENT; THENCE RUN S 36° 36' 51" E ALONG SAID CENTERLINE FOR A DISTANCE OF 576.37 FEET TO THE WEST RIGHT OF WAY LINE OF BABCOCK STREET (A 100 FOOT WIDE RIGHT OF WAY), ALSO BEING A POINT OF INTERSECTION WITH A NON-TANGENT CURVE, CONCAVE SOUTHWEST, HAVING A RADIUS OF 5264.29 FEET, AND WHOSE CHORD BEARS S 03° 24' 48" E FOR A DISTANCE OF 221.46 FEET; THENCE RUN SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 02° 24' 38", FOR A DISTANCE OF 221.48 FEET TO A POINT OF INTERSECTION WITH A NON-TANGENT LINE; THENCE RUN N 89° 35' 40" W FOR A DISTANCE OF 298.02 FEET; THENCE RUN S 00° 45' 16" W FOR A DISTANCE OF 598.19 FEET; THENCE RUN N 89° 14' 44" W FOR A DISTANCE OF 34.94 FEET; THENCE RUN S 00° 45' 16" W FOR A DISTANCE OF 1162.47 FEET TO THE POINT OF BEGINNING; CONTAINING 38.324 ACRES, MORE OR LESS.

NOTES:

1. THE BEARING BASIS FOR THIS SURVEY IS THE WEST LINE OF THE SOUTHWEST ONE-QUARTER (1/4) OF SECTION 3, TOWNSHIP 30 SOUTH, RANGE 37 EAST, BREVARD COUNTY, FLORIDA, WHICH BEARS S01°11'38"E AS SHOWN HEREON.
2. THE PARCEL DESCRIBED HEREIN IS IN ZONE "X" & "A" AS PER THE NATIONAL FLOOD INSURANCE PROGRAM. FLOOD INSURANCE RATE MAP #12009C 0670 G & #12009C 0690G DATED 3-17-2014, COMMUNITY #120404. ZONE A BASE FLOOD ELEVATION = 26.1 FEET NGVD 1929 (24.73 FEET NAVD 1988), COMMUNITY DETERMINED, RECORD ON FILE; ELEVATION CONVERSION PER VERTCON AND ON FILE.
3. THE LEGAL DESCRIPTION SHOWN HEREON IS AS FURNISHED AND HAS NOT BEEN ABSTRACTED BY THE UNDERSIGNED FOR EASEMENTS, RIGHTS OF WAY OR RESERVATIONS OF RECORD.
4. BOUNDARY DIMENSIONS SHOWN HEREON ARE PER PLAT/DEED AND MEASURED UNLESS OTHERWISE NOTED.
5. ABOVE OR BELOW GROUND IMPROVEMENTS HAVE NOT BEEN DEPICTED ON THIS MAP OF SURVEY.



<div><div>HORIZON SURVEYORS</div><div>OF CENTRAL FLORIDA, INC. LB 6360</div><div>390 POINCIANA DR., MELBOURNE, FL 32935</div><div>E-MAIL: INFO@HORIZONSURVEYORS.COM</div><div>PHONE : (321) 254-8133</div></div>	SCALE 1" = 100'		REVISION TABLE			PREPARED FOR THE EXCLUSIVE USE OF:	I HEREBY CERTIFY THAT THE PROPERTY HEREON WAS SURVEYED UNDER MY DIRECT SUPERVISION AND THAT THIS MAP OF SURVEY IS ACCURATE AND CORRECT. I FURTHER CERTIFY THAT THIS SURVEY MEETS OR EXCEEDS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.	NOTE: THIS SKETCH IS NOT VALID UNLESS IT BEARS A SIGNATURE AND A SURVEYOR'S SEAL.	SURVEY FOR: WATERSTONE KIMAYA, LLC
	DATE	6-24-22	DATE	DESCRIPTION	BY				
	FIELD BOOK	255							
	& PAGE	25							
	FIELD DATE	6-21-22				KIMAYA, LLC	ROBERT R. DOERRER, JR. PROFESSIONAL LAND SURVEYOR #3982		DRAWING NUMBER: 6618-22-0614

Via email: ([jgorovitz@gmail.com](mailto:jgorovitz@gmail.com))

Ref: 5688.01

## TECHNICAL MEMORANDUM

**To:** Jeremy Gorovitz, Kimaya, LLC

**From:** Matthew West, AICP

**Subject:** Waterstone Commercial (C3, C-9) – Comprehensive Plan Amendment (CPA)  
Palm Bay, FL

**Date:** June 10, 2022

### INTRODUCTION

LTG, Inc. (LTG) has been retained by Kimaya, LLC (the CLIENT) to conduct traffic engineering and transportation planning services on behalf of the proposed future land use change for parcels C3 and C-9 of Waterstone Commercial (the PROJECT). The proposed Comprehensive Plan Amendment (CPA) will change the future land use designation of a 42.2-acre property, which is comprised of C3 (16.4 acres) and C-9 (25.8 acres), from Commercial (COM) to Multiple Family Residential (MFR). The proposed CPA is accompanied by a related rezoning application which is addressed in a separate technical memorandum. The subject property is located on the northwest corner of Babcock Street and St. Johns Heritage Parkway in the City of Palm Bay, Florida (the CITY).

The methodology and procedures used in this analysis are consistent with the guidelines for the CITY, the Florida Department of Economic Opportunity (FDEO), and the Florida Department of Transportation (FDOT).

### TRIP GENERATION FOR THE EXISTING VS PROPOSED FLU DESIGNATION

The trip generation was determined using the Institute of Transportation Engineers (ITE) document, Trip Generation Manual, 11<sup>th</sup> Edition. The total daily, AM peak hour, and PM peak hour trips for the existing and proposed future land use (FLU) designations are shown in Tables 1 and 2, respectively.

First, the existing COM designation was examined. Based on the COM maximum allowable intensity, 2.5 floor area ratio (FAR), a maximum development program of 4,595,580 square feet is permitted. Shopping Center (ITE code 820) was utilized as the highest trip-generating use for the existing FLU. As indicated in Table 1, the existing FLU would generate 170,082 daily, 3,860 AM peak hour, and 15,625 PM peak hour gross trips.

Next, the proposed MFR designation was examined. Based on the MFR maximum allowable density, 20 dwelling units per acre, a maximum development program of 844 dwelling units is permitted. Multifamily Housing Mid-Rise (ITE Code 221) was utilized as the highest trip-generating use for the proposed FLU. As indicated in Table 2, the proposed FLU would generate 3,979 daily, 360 AM peak hour, and 330 PM peak hour gross trips.

**Table 1**  
**Existing FLU Total Trip Generation**  
**Waterstone Commercial (C3, C-9) – CPA**

Time Period	Land Use	ITE LUC	Trip Rate Equation	Quantity (X)		Percent Entering	Percent Exiting	Trips Entering	Trips Exiting	Total Trips
Daily	Shopping Center (>150k)	820	$T = 37.01(X)$	4595.58	KSF	50%	50%	85,041	85,041	170,082
AM Peak Hour			$T = 0.84(X)$			62%	38%	2,393	1,467	3,860
PM Peak Hour			$T = 3.40(X)$			48%	52%	7,500	8,125	15,625

**Table 2**  
**Proposed FLU Total Trip Generation**  
**Waterstone Commercial (C3, C-9) – CPA**

Time Period	Land Use	ITE LUC	Trip Rate Equation	Quantity (X)		Percent Entering	Percent Exiting	Trips Entering	Trips Exiting	Total Trips
Daily	Multifamily Housing (Mid-Rise)	221	$T = 4.77(X) - 46.46$	844	DU	50%	50%	1,989	1,990	3,979
AM Peak Hour			$T = 0.44(X) - 11.61$			23%	77%	83	277	360
PM Peak Hour			$T = 0.39(X) + 0.34$			61%	39%	201	129	330

#### TRIP GENERATION DIFFERENCE BETWEEN THE EXISTING & PROPOSED FLU DESIGNATION

The trip difference between the existing COM and the proposed MFR designations is determined by subtracting trips generated by the proposed designation from the trips generated by the existing designation. As indicated in Table 3, this results in a potential trip decrease of 166,103 daily, 3,500 AM peak hour, and 15,295 PM peak hour trips.

**Table 3**  
**Difference in Trip Generation**  
**Waterstone Commercial (C3, C-9) – CPA**

	Daily	AM Peak Hour	PM Peak Hour
Existing FLU	170,082	3,860	15,625
Proposed FLU	3,979	360	330
Decrease	166,103	3,500	15,295

#### CONCLUSION

The study was conducted to evaluate the potential impact the proposed CPA would have on area roadways. Based on this analysis, there would be a net decrease in potential trip generation. Concurrency and any required mitigation to support a proposed development plan will be assessed in greater detail during the final development permitting process.

---

I affirm, by affixing my signature below, that the findings contained herein are, to my knowledge, accurate and truthful and were developed using current procedures standard to the practice of professional planning.

Name: Matthew West

Signature: \_\_\_\_\_

Date: June 10, 2022

# School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6699

Dr. Mark W. Mullins, Ed.D., Superintendent



August 30, 2022

Ms. Tania Ramos  
Senior Planner  
City of Palm Bay  
Growth Management Department  
120 Malabar Road SE  
Palm Bay, Florida 32907

**RE: Proposed The Grove at Palm Bay Development  
School Impact Analysis – Capacity Determination CD-2022-43**

Dear Ms. Tania Ramos,

We received a completed *School Facility Planning & Concurrency Application* for the referenced development. The subject property is a portion of Tax Account number 3000215 (Parcel ID number: 30-37-04-00-1), a portion of Tax Account number 3011110 (Parcel ID number: 30-37-04-00-4) and a portion of Tax Account number 3011111 (Parcel ID number: 30-37-04-00-5) containing approximately 38.3 acres in the City of Palm Bay, Florida. The proposed development includes 760 multi-family homes. The School Impact Analysis of this proposed development has been undertaken and the following information is provided for your use.

The calculations used to analyze the prospective student impact are consistent with the methodology outlined in Section 13.2 and Amended Appendix "A"-School District Student Generation Multiplier (approved April 11, 2022) of the *Interlocal Agreement for Public School Facility Planning & School Concurrency (ILA-2014)*. The following capacity analysis is performed using capacities/projected students as shown in years 2022-23 to 2026-27 of the *Brevard County Public Schools Financially Feasible Plan for School Years 2021-22 to 2026-27* which is attached for reference.

Multi-Family Homes		760	
Students Generated	Student Generation Rates	Calculated Students Generated	Rounded Number of Students Generated
Elementary	0.11	83.6	84
Middle	0.02	15.2	15
High	0.05	38	38
Total	0.18		137

Planning & Project Management  
Facilities Services  
Phone: (321) 633-1000 x11418 • FAX: (321) 633-4646



**FISH Capacity (including relocatable classrooms) from the  
Financially Feasible Plan (FFP) Data and Analysis for School Years 2022-23 to  
2026-27**

School	2022-23	2023-24	2024-25	2025-26	2026-27
Sunrise	913	913	935	1,001	1,067
Southwest	1,211	1,211	1,211	1,211	1,211
Bayside	2,263	2,263	2,263	2,263	2,263

**Projected Student Membership**

School	2022-23	2023-24	2024-25	2025-26	2026-27
Sunrise	690	738	824	929	1,061
Southwest	940	922	1,000	1,119	1,157
Bayside	1,728	1,850	1,942	2,002	2,069

**Students Generated by Newly Issued SCADL Reservations Since FFP**

School	2022-23	2023-24	2024-25	2025-26	2026-27
Sunrise	-	-	-	-	-
Southwest	16	16	16	16	16
Bayside	29	29	29	29	29

**Cumulative Students Generated by  
Proposed Development**

School	2022-23	2023-24	2024-25	2025-26	2026-27
Sunrise	-	-	-	21	42
Southwest	-	-	-	4	8
Bayside	-	-	-	10	19

**Total Projected Student Membership (includes  
Cumulative Impact of Proposed Development)**

School	2022-23	2023-24	2024-25	2025-26	2026-27
Sunrise	690	738	824	950	1,103
Southwest	956	938	1,016	1,139	1,181
Bayside	1,757	1,879	1,971	2,041	2,117

**Projected Available Capacity =  
FISH Capacity - Total Projected Student Membership**

School	2022-23	2023-24	2024-25	2025-26	2026-27
Sunrise	223	175	111	51	(36)
Southwest	255	273	195	72	30
Bayside	506	384	292	223	146

At this time, Sunrise Elementary School is not projected to have enough capacity for the total of projected and potential students from The Grove at Palm Bay development; Because there is a shortfall of available capacity in the concurrency service area, the capacity of adjacent concurrency service areas must be considered. The adjacent elementary school concurrency service areas are Westside Elementary School, Port

Malabar Elementary School, and Columbia Elementary School. A table of capacities of the Adjacent Schools Concurrency Service Areas that could accommodate the development is shown below:

<b>FISH Capacity (including relocatable classrooms) from the Financially Feasible Plan (FFP) Data and Analysis for School Years 2022-23 to 2026-27</b>						
School		2022-23	2023-24	2024-25	2025-26	2026-27
Columbia		751	751	751	751	751
<b>Projected Student Membership</b>						
School		2022-23	2023-24	2024-25	2025-26	2026-27
Columbia		484	546	568	569	572
<b>Students Generated by Newly Issued SCADL Reservations Since FFP</b>						
School		2022-23	2023-24	2024-25	2025-26	2026-27
Columbia		-	-	-	-	-
<b>Cumulative Students Generated by Proposed Development</b>						
School		2022-23	2023-24	2024-25	2025-26	2026-27
Columbia		-	-	-	21	42
<b>Total Projected Student Membership (includes Cumulative Impact of Proposed Development)</b>						
School		2022-23	2023-24	2024-25	2025-26	2026-27
Columbia		484	546	568	590	614
<b>Projected Available Capacity = FISH Capacity - Total Projected Student Membership</b>						
School		2022-23	2023-24	2024-25	2025-26	2026-27
Columbia		267	205	183	161	137

Considering the adjacent elementary school concurrency service areas, there is sufficient capacity for the total projected student membership to accommodate The Grove at Palm Bay development.

In the future, 148 of the 760 units may be submitted as age restricted to persons over the age of 55. When the development is submitted for a final concurrency determination, please specify the parameters of the development (number of units and number of age restricted units) and supply evidence of how the school district can be assured that the specified units will be age restricted, such as a letter stating that the City of Palm Bay will make it a condition of approval. Then, if at any time, the developer removes the restriction, a new school concurrency application would be required to ensure reservations for those specified units are considered. Once a restrictive covenant is available, the district would like a copy for our files.



This is a **non-binding** review; a *Concurrency Determination* must be performed by the School District prior to a Final Development Order and the issuance of a Concurrency Evaluation Finding of Nondeficiency by the Local Government.

We appreciate the opportunity to review this proposed project. Please let us know if you require additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Karen Black", with a long horizontal flourish extending to the right.

Karen M. Black, AICP  
Manager – Facilities Planning & Intergovernmental Coordination  
Planning & Project Management, Facilities Services

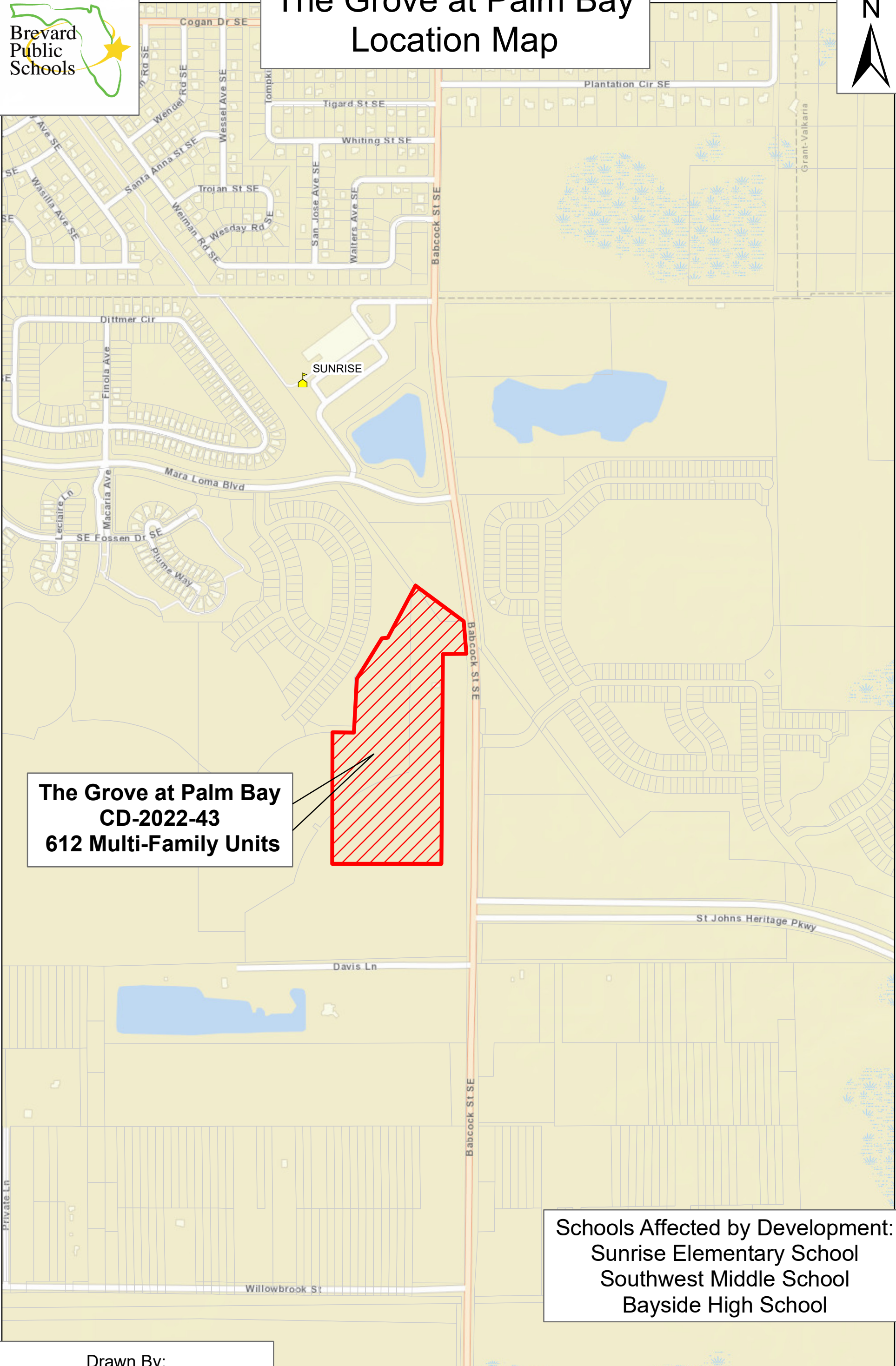
Enclosure:      *Brevard County Public Schools Financially Feasible Plan for School  
Years 2021-22 to 2026-27*

Copy:            Susan Hann, AICP, Assistant Superintendent of Facility Services  
File CD-2022-43

David G. Lindemann, AICP, Director of Planning & Project  
Management, Facilities Services  
File CD-2022-43



# The Grove at Palm Bay Location Map



**The Grove at Palm Bay  
CD-2022-43  
612 Multi-Family Units**

**Schools Affected by Development:**  
Sunrise Elementary School  
Southwest Middle School  
Bayside High School

Drawn By:  
Planning & Project Management  
Blake Stinson  
08/29/2022





# Brevard County Public Schools

## Financially Feasible Plan To Maintain Utilization Rates Lower than the **100%** Level of Service

### Data and Analysis for School Years 2021-22 to 2026-27



Summary	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Highest Utilization Elementary Schools:	88%	89%	95%	98%	97%	99%
Highest Utilization Middle Schools:	88%	89%	90%	89%	92%	96%
Highest Utilization Jr / Sr High Schools:	84%	84%	82%	82%	79%	78%
Highest Utilization High Schools:	101%	100%	99%	95%	94%	97%

				School Year 2021-22			School Year 2022-23			School Year 2023-24			School Year 2024-25			School Year 2025-26			School Year 2026-27		
School	Type	Grades	Utilization Factor	FISH Capacity	10/15/21 Member-ship	Total Capacity Utilization	Future FISH Capacity	Student Projection	Total Capacity Utilization	Future FISH Capacity	Student Projection	Total Capacity Utilization	Future FISH Capacity	Student Projection	Total Capacity Utilization	Future FISH Capacity	Student Projection	Total Capacity Utilization	Future FISH Capacity	Student Projection	Total Capacity Utilization
Elementary School Concurrency Service Areas																					
Allen	Elementary	PK-6	100%	751	630	84%	751	632	84%	751	694	92%	751	739	98%	773	752	97%	773	738	95%
Andersen	Elementary	K-6	100%	884	592	67%	884	591	67%	884	597	68%	884	589	67%	884	565	64%	884	554	63%
Apollo	Elementary	K-6	100%	902	782	87%	902	783	87%	902	755	84%	902	761	84%	902	739	82%	902	729	81%
Atlantis	Elementary	PK-6	100%	739	629	85%	739	630	85%	739	616	83%	739	600	81%	739	592	80%	739	576	78%
Audubon	Elementary	PK-6	100%	761	464	61%	761	464	61%	761	458	60%	761	438	58%	761	427	56%	761	440	58%
Cambridge	Elementary	PK-6	100%	765	506	66%	765	506	66%	765	513	67%	765	510	67%	765	485	63%	765	480	63%
Cape View	Elementary	PK-6	100%	570	278	49%	570	285	50%	570	287	50%	570	281	49%	570	286	50%	570	284	50%
Carroll	Elementary	K-6	100%	751	614	82%	751	619	82%	751	605	81%	751	613	82%	751	600	80%	751	593	79%
Challenger 7	Elementary	PK-6	100%	573	506	88%	573	508	89%	573	476	83%	573	449	78%	573	437	76%	573	414	72%
Columbia	Elementary	PK-6	100%	751	462	62%	751	484	64%	751	546	73%	751	568	76%	751	569	76%	751	572	76%
Coquina	Elementary	K-6	100%	711	534	75%	711	531	75%	711	557	78%	711	572	80%	711	596	84%	711	602	85%
Creel	Elementary	PK-6	100%	1,114	717	64%	1,114	762	68%	1,114	812	73%	1,114	847	76%	1,114	877	79%	1,114	922	83%
Croton	Elementary	PK-6	100%	795	487	61%	795	488	61%	795	530	67%	795	559	70%	795	586	74%	795	604	76%
Discovery	Elementary	PK-6	100%	980	615	63%	980	644	66%	980	639	65%	980	633	65%	980	608	62%	980	611	62%
Endeavour	Elementary	PK-6	100%	968	657	68%	968	670	69%	968	668	69%	968	641	66%	968	627	65%	968	640	66%
Enterprise	Elementary	K-6	100%	729	605	83%	729	608	83%	729	587	81%	729	561	77%	729	529	73%	729	513	70%
Fairglen	Elementary	PK-6	100%	789	581	74%	789	580	74%	789	597	76%	789	620	79%	789	626	79%	789	639	81%
Gemini	Elementary	K-6	100%	711	427	60%	711	442	62%	711	440	62%	711	424	60%	711	420	59%	711	409	58%
Golfview	Elementary	PK-6	100%	777	454	58%	777	454	58%	777	467	60%	777	503	65%	777	513	66%	777	521	67%
Harbor City	Elementary	PK-6	100%	629	359	57%	629	357	57%	629	386	61%	629	399	63%	629	400	64%	629	411	65%
Holland	Elementary	PK-6	100%	605	444	73%	605	465	77%	605	471	78%	605	473	78%	605	472	78%	605	477	79%
Imperial Estates	Elementary	K-6	100%	729	624	86%	729	622	85%	729	626	86%	729	619	85%	729	620	85%	729	645	88%
Indialantic	Elementary	K-6	100%	798	671	84%	798	672	84%	798	658	82%	798	646	81%	798	620	78%	798	622	78%
Jupiter	Elementary	PK-6	100%	930	724	78%	930	721	78%	930	817	88%	930	857	92%	930	854	92%	930	920	97%
Lockmar	Elementary	PK-6	100%	892	632	71%	892	631	71%	892	594	67%	892	578	65%	892	559	63%	892	553	62%
Longleaf	Elementary	PK-6	100%	790	594	75%	790	594	75%	790	587	74%	790	583	74%	790	565	72%	790	551	70%
Manatee	Elementary	K-6	100%	998	843	84%	998	855	86%	998	815	82%	998	793	79%	998	765	77%	998	750	75%
McAuliffe	Elementary	PK-6	100%	918	634	69%	918	633	69%	918	624	68%	918	583	64%	918	576	63%	918	565	62%
Meadowlane Intermediate	Elementary	3-6	100%	1,114	832	75%	1,114	832	75%	1,114	902	81%	1,114	920	83%	1,114	950	85%	1,114	950	85%
Meadowlane Primary	Elementary	K-6	100%	824	678	82%	824	678	82%	824	731	89%	824	725	88%	824	734	89%	824	731	89%
Mila	Elementary	PK-6	100%	707	438	62%	707	432	61%	707	430	61%	707	444	63%	707	417	59%	707	416	59%
Mims	Elementary	PK-6	100%	725	431	59%	725	442	61%	725	433	60%	725	441	61%	725	452	62%	725	446	62%
Oak Park	Elementary	PK-6	100%	968	561	58%	968	563	58%	968	554	57%	968	510	53%	968	508	52%	968	523	54%
Ocean Breeze	Elementary	PK-6	100%	654	538	82%	654	543	83%	654	524	80%	654	506	77%	654	484	74%	654	472	72%
Palm Bay Elem	Elementary	PK-6	100%	983	547	56%	983	567	58%	983	571	58%	983	570	58%	983	602	61%	983	622	63%
Pinewood	Elementary	PK-6	100%	569	496	87%	569	500	88%	569	517	91%	569	524	92%	569	526	92%	569	532	93%
Port Malabar	Elementary	PK-6	100%	852	636	75%	852	636	75%	852	630	74%	852	636	75%	852	645	76%	852	632	74%
Quest	Elementary	PK-6	100%	1,152	673	58%	1,152	673	58%	1,152	694	60%	1,152	722	63%	1,152	734	64%	1,152	728	63%
Riviera	Elementary	PK-6	100%	777	624	80%	777	631	81%	777	681	88%	777	709	91%	777	722	93%	777	750	97%
Roosevelt	Elementary	K-6	100%	599	263	44%	599	261	44%	599	241	40%	599	221	37%	599	202	34%	599	190	32%
Sabal	Elementary	PK-6	100%	785	516	66%	785	507	65%	785	516	66%	785	523	67%	785	516	66%	785	530	68%
Saturn	Elementary	PK-6	100%	976	678	69%	976	679	70%	976	731	75%	976	772	79%	976	822	84%	976	810	83%
Sea Park	Elementary	PK-6	100%	461	299	65%	461	317	69%	461	324	70%	461	324	70%	461	330	72%	461	331	72%
Sherwood	Elementary	PK-6	100%	609	428	70%	609	429	70%	609	429	70%	609	434	71%	609	442	73%	609	441	72%
Sunrise	Elementary	PK-6	100%	913	691	76%	913	690	76%	913	738	81%	935	824	88%	1,001	929	93%	1,067	1,061	99%
Suntree	Elementary	K-6	100%	755	595	79%	755	595	79%	755	584	77%	755	555	74%	755	546	72%	755	523	69%
Surfside	Elementary	K-6	100%	541	408	75%	541	407	75%	541	372	69%	541	345	64%	541	336	62%	541	329	61%
Tropical	Elementary	K-6	100%	910	641	70%	910	642	71%	910	635	70%	910	614	67%	910	597	66%	910	609	67%
Turner	Elementary	PK-6	100%	874	579	66%	874	576	66%	874	621	71%	874	642	73%	874	659	75%	874	694	79%
University Park	Elementary	PK-6	100%	811	466	57%	811	464	57%	811	496	61%	811	554	68%	811	622	77%	811	657	81%
Viera Elem	Elementary	K-6	100%	1,030	585	57%	1,030	635	62%	1,030	671	65%	1,030	742	72%	1,030	826	80%	1,030	902	88%
Westside	Elementary	K-6	100%	857	728	85%	857	761	89%	857	815	95%	879	855	97%	901	872	97%	923	895	97%
Williams	Elementary	PK-6	100%	715	494	69%	715	493	69%	715	483	68%	715	473	66%	715	452	63%	715	438	61%
Elementary Totals				42,471	29,890		42,471	30,184		42,471	30,745		42,515	31,024		42,625	31,190		42,735	31,547	



Middle School Concurrency Service Areas																					
Central	Middle	7-8	90%	1,514	1,171	77%	1,514	1,171	77%	1,514	1,217	80%	1,514	1,238	82%	1,514	1,319	87%	1,514	1,360	90%
DeLaura	Middle	7-8	90%	960	843	88%	960	851	89%	960	829	86%	960	854	89%	960	816	85%	960	787	82%
Hoover	Middle	7-8	90%	680	510	75%	680	510	75%	680	485	71%	680	506	74%	680	550	81%	680	539	79%
Jackson	Middle	7-8	90%	660	574	87%	660	574	87%	660	594	90%	660	556	84%	660	540	82%	660	531	80%
Jefferson	Middle	7-8	90%	873	622	71%	873	622	71%	873	583	67%	873	580	66%	873	583	67%	873	535	61%
Johnson	Middle	7-8	90%	1,064	690	65%	1,064	690	65%	1,064	707	66%	1,064	752	71%	1,064	795	75%	1,064	813	76%
Kennedy	Middle	7-8	90%	869	682	78%	869	682	78%	869	641	74%	869	617	71%	869	628	72%	869	656	75%
Madison	Middle	7-8	90%	781	480	61%	781	480	61%	781	471	60%	781	480	61%	781	457	59%	781	446	57%
McNair	Middle	7-8	90%	611	336	55%	611	350	57%	611	359	59%	611	353	58%	611	362	59%	611	349	57%
Southwest	Middle	7-8	90%	1,211	940	78%	1,211	940	78%	1,211	922	76%	1,211	1,000	83%	1,211	1,119	92%	1,211	1,157	96%
Stone	Middle	7-8	90%	1,024	747	73%	1,024	747	73%	1,024	706	69%	1,024	745	73%	1,024	772	75%	1,024	846	83%
Middle Totals				10,247	7,595		10,247	7,617		10,247	7,514		10,247	7,681		10,247	7,941		10,247	8,019	
Junior / Senior High School Concurrency Service Areas																					
Cocoa	Jr / Sr High	PK, 7-12	90%	2,084	1,516	73%	2,084	1,517	73%	2,084	1,578	76%	2,084	1,627	78%	2,084	1,637	79%	2,084	1,626	78%
Cocoa Beach	Jr / Sr High	7-12	90%	1,445	943	65%	1,445	955	66%	1,445	917	63%	1,445	890	62%	1,445	821	57%	1,445	782	54%
Space Coast	Jr / Sr High	7-12	90%	1,852	1,556	84%	1,852	1,557	84%	1,852	1,526	82%	1,852	1,511	82%	1,852	1,465	79%	1,852	1,448	78%
Jr / Sr High Totals				5,381	4,015		5,381	4,029		5,381	4,021		5,381	4,028		5,381	3,923		5,381	3,856	
Senior High School Concurrency Service Areas																					
Astronaut	High	9-12	95%	1,451	1,077	74%	1,451	1,076	74%	1,451	1,094	75%	1,451	1,086	75%	1,451	1,078	74%	1,451	1,086	75%
Bayside	High	9-12	95%	2,263	1,653	73%	2,263	1,728	76%	2,263	1,850	82%	2,263	1,942	86%	2,263	2,002	88%	2,263	2,069	91%
Eau Gallie	High	PK, 9-12	95%	2,221	1,610	72%	2,221	1,605	72%	2,221	1,634	74%	2,221	1,655	75%	2,221	1,680	76%	2,221	1,700	77%
Heritage	High	9-12	95%	2,314	1,991	86%	2,314	2,038	88%	2,314	2,149	93%	2,314	2,193	95%	2,314	2,179	94%	2,314	2,248	97%
Melbourne	High	9-12	95%	2,370	2,210	93%	2,370	2,208	93%	2,370	2,201	93%	2,370	2,200	93%	2,370	2,151	91%	2,370	2,185	92%
Merritt Island	High	PK, 9-12	95%	1,962	1,523	78%	1,962	1,523	78%	1,962	1,494	76%	1,962	1,454	74%	1,962	1,401	71%	1,962	1,389	71%
Palm Bay	High	PK, 9-12	95%	2,631	1,286	49%	2,631	1,325	50%	2,631	1,467	56%	2,631	1,573	60%	2,631	1,645	63%	2,631	1,643	62%
Rockledge	High	9-12	95%	1,836	1,568	85%	1,836	1,568	85%	1,836	1,641	89%	1,836	1,658	90%	1,836	1,638	89%	1,836	1,620	88%
Satellite	High	PK, 9-12	95%	1,527	1,513	99%	1,551	1,550	100%	1,551	1,533	99%	1,551	1,470	95%	1,551	1,438	93%	1,551	1,387	89%
Titusville	High	9-12	95%	1,849	1,231	67%	1,849	1,272	69%	1,849	1,295	70%	1,849	1,313	71%	1,849	1,330	72%	1,849	1,270	69%
Viera	High	PK, 9-12	95%	2,203	2,216	101%	2,251	2,233	99%	2,583	2,272	88%	2,583	2,386	92%	2,583	2,411	93%	2,583	2,469	96%
High Totals				22,627	17,878		22,699	18,126		23,031	18,630		23,031	18,930		23,031	18,953		23,031	19,066	
Schools of Choice (Not Concurrency Service Areas)																					
Freedom 7	Elementary	K-6	100%	475	406	85%	475	414	87%	475	414	87%	475	414	87%	475	414	87%	475	414	87%
South Lake	Elementary	K-6	100%	481	396	82%	481	417	87%	481	417	87%	481	417	87%	481	417	87%	481	417	87%
Stevenson	Elementary	K-6	100%	569	498	88%	569	508	89%	569	508	89%	569	508	89%	569	508	89%	569	508	89%
West Melbourne	Elementary	K-6	100%	618	544	88%	618	552	89%	618	552	89%	618	552	89%	618	552	89%	618	552	89%
Edgewood	Jr / Sr High	7-12	90%	1,077	921	86%	1,077	950	88%	1,077	950	88%	1,077	950	88%	1,077	950	88%	1,077	950	88%
West Shore	Jr / Sr High	7-12	90%	1,264	946	75%	1,264	946	75%	1,264	946	75%	1,264	946	75%	1,264	946	75%	1,264	946	75%
Schools of Choice				4,484	3,711		4,484	3,787		4,484	3,787		4,484	3,787		4,484	3,787		4,484	3,787	
Brevard Totals				85,210	63,089		85,282	63,743		85,614	64,697		85,658	65,450		85,768	65,794		85,878	66,275	

## Notes

- FISH Capacity is the sum of the factored permanent capacity and the factored relocatable capacity. Permanent and relocatable capacities for 2021-22 are reported from the FISH database as of October 12, 2021.
- Student Membership is reported from the Fall Final Membership Count (10/15/2021).
- Davis Demographics SchoolSite Enrollment Forecasting Extension for ArcGIS estimates future student populations by analyzing the following data:
  - Development Projections from Brevard County Local Government Jurisdictions
  - Brevard County School Concurrency Student Generation Multipliers (SGM)
  - Fall Membership student addresses and corresponding concurrency service areas
  - Student Mobility Rates / Cohort Survival Rates
  - Brevard County Birth rates by zip code
- Davis Demographics estimates are then adjusted using the following factors:
  - PK (Pre-Kindergarten) and AH (daycare for students with infants) enrollment number are assumed to be constant
  - Current From/To attendance patterns are assumed to remain constant.
  - Nongeocoded student addresses are assumed to continue in their attendance schools.
  - Charter School Growth.
- In order to maintain utilization rates lower than the 100% Level of Service, Permanent Capacity and Relocatable Classrooms are assumed to add future student stations as necessary.
- A total of 15 Relocatable Classrooms are assumed to add future student stations as listed below:
  - Primary relocatable classrooms (Grades K-3) = 18 student stations, Intermediate (Grades 4-8) relocatable classrooms = 22 student stations, and High School (Grades 9-12) relocatable classrooms = 25 student stations
  - Intermediate relocatable classrooms are proposed to be added at Roy Allen Elementary, Jupiter Elementary, Sunrise Elementary, and Westside Elementary Schools (Total 12 Classrooms)
  - High school relocatable classrooms are proposed to be added at Satellite High and Viera High (Total of 3 Classrooms)
- A classroom addition is planned for construction at Viera High School for 2023-24. The factored capacity is adjusted for the proposed 350 student stations.

CITY OF PALM BAY, FLORIDA

PLANNING AND ZONING BOARD/  
LOCAL PLANNING AGENCY  
SPECIAL MEETING 2022-10

Held on Tuesday, September 6, 2022, in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Land Development Division, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at this meeting.

Chairperson Leeta Jordan called the meeting to order at approximately 6:00 p.m.

Mr. Philip Weinberg led the Pledge of Allegiance to the Flag.

**ROLL CALL:**

<b>CHAIRPERSON:</b>	Leeta Jordan	Present
<b>VICE CHAIRPERSON:</b>	Philip Weinberg	Present
<b>MEMBER:</b>	Donald Boerema	Present
<b>MEMBER:</b>	Robert Good	Present
<b>MEMBER:</b>	Khalilah Maragh	Present
<b>MEMBER:</b>	Randall Olszewski	Present
<b>MEMBER:</b>	Rainer Warner	Present
<b>NON-VOTING MEMBER:</b>	David Karaffa	Absent
	(School Board Appointee)	

**CITY STAFF:** Present were Ms. Alexandra Bernard, Growth Management Director; Mr. Jesse Anderson, Ph.D., Assistant Growth Management Director; Mr. Stephen White, Principal Planner; Ms. Tania Ramos, Senior Planner; Ms. Uma Sarmistha, Senior Planner; Ms. Chandra Powell, Recording Secretary; Mr. Rodney Edwards, Assistant City Attorney.

**ANNOUNCEMENTS:**

1. Ms. Jordan informed the board that the Special Planning and Zoning Board meeting tentatively scheduled for September 29, 2022, had been canceled. The temporary moratorium item was placed on the present agenda.

**Aye:** Jordan, Weinberg, Boerema, Maragh, Olszewski, Warner.

**Nay:** Good.

9. **\*\*CPZ-34-2022 - John Morin and Shirley T. Morin - A Zoning amendment from an RC, Restricted Commercial District to an RS-2, Single-Family Residential District. Lots 12 and 17, Block 204, Port Malabar Unit 7, Section 31, Township 28, Range 37, Brevard County, Florida, containing approximately .46 acres. Located between and adjacent to Deauville Avenue NE and Battersea Avenue NE, in the vicinity north of Malabar Road NE**

Ms. Sarmistha presented the staff report for Case CPZ-34-2022. Case CPZ-34-2022 met the minimum requirements of a Zoning amendment request.

Mr. Henry Morin (representative for the applicant) was present to answer any questions.

The floor was opened and closed for public comments; there was no comments from the audience and there was no correspondence in the file.

Motion to submit Case CPZ-34-2022 to City Council for approval.

Motion by Mr. Weinberg, seconded by Ms. Maragh. Motion carried with members voting as follows:

**Aye:** Jordan, Weinberg, Boerema, Maragh, Olszewski, Warner.

**Nay:** Good.

Mr. Good stated that the constant rezoning of a property takes away from the congruity of the neighborhood.

10. **CP-31-2022 - The Grove at Palm Bay - Benjamin Jefferies, Waterstone Holdings, LLC (Jake Wise, P.E., Construction Engineering Group, LLC, Rep.) - A small-scale Comprehensive Plan Future Land Use Map amendment from Commercial Use to Multiple-Family Residential Use. A Portion of Tax Parcels 1, 4, and 5, Section 4, Township 30, Range 37, Brevard County, Florida,**

**containing approximately 38.3 acres. Located at the northwest corner of Babcock Street and Davis Lane, in the vicinity west of St. Johns Heritage Parkway SE**

Ms. Ramos presented the staff report for Case CP-31-2022. Case CP-31-2022 met the minimum requirements of a Comprehensive Plan Future Land Use Map amendment request.

Mr. Jake Wise, P.E., Construction Engineering Group, LLC (representative for the applicant) introduced the development team for the request. A PowerPoint presentation was used to synopsise the proposed land use amendment and preliminary development plan requests. He gave the history of the area and explained how the deep commercial lots of the past were no longer viable. The subject project would be called The Grove at Palm Bay and would provide 612 market rate apartments to transition between the east commercial and west single-family residential areas. Large stormwater ponds and placing the buildings at the interior of the site would provide buffering. The walkable community would bring in commercial uses, significantly reduce traffic, and provide amenities and green space. He said that 148 of the units would be age restricted. Comments at the Citizen Participation Plan (CPP) meeting were regarding the desire for restaurants and medical uses.

Mr. Vishal Gupta, Kimaya, LLC (team developer for the project) described the various projects in Central Florida his family-owned company had developed. He was excited to be developing in Palm Bay.

Mr. Jim McKnight (team developer for the project) stated that the intent was to build a successful, sustainable community. The original plan had changed because of the economy, Covid-19, ecommerce, and an increasing hybrid workforce. The need for retail and office space had decreased, and there was now an excess commercial supply. The proposed, market-rate multiple-family development would be a transitional buffer for the single-family area and would bring sustainable commercial into the area based on its proximity to Waterstone, Bayside Lakes, and the Emerald Lakes developments.

Mr. Wise stated that the change would decrease traffic trips by 97-percent. Mr. McKnight remarked on the \$11 million that would be generated by all impact fees, and that an analysis by Fishkind Litigation Services supported the multiple-family designation, and the units should be absorbed by 2027. The multiple-family development would also generate \$70 million in taxes over 25 years, whereas the commercial would generate about \$18 million.

Mr. Olszewski wanted to know what was planned for the reduced commercial area. Mr. Wise stated that the placement of restaurants at the front of the commercial lots would provide walkability for the residents. Big box stores on deep commercial lots were not feasible for a neighborhood, and they would likely choose Emerald Lakes for more visibility.

Mr. Olszewski asked if an assisted living facility was planned in addition to the 55-plus age-restricted facility, and he inquired whether the project would use solar panels. Mr. Wise indicated the commercial triangular shaped tract planned for an assisted living facility. Residents in the 55-plus units could ultimately move to the north facility. Mr. McKnight stated that solar panels were not planned for the project. He stated that there were no commercial tenants locked in yet, but there was interest from restaurants and a charter school based on the subject request. He foresaw nail and hair salons, dry cleaners, and a variety of other businesses.

Ms. Maragh stated that she understood the project and the commercial aspect and applauded the creativity of including the 55-plus age community. The younger adults would also benefit from the walkability.

The floor was opened for public comments, and there were two items of correspondence in the file in support of the request.

Mr. Philip Corcoran (resident at Windbrook Drive SE) spoke against the request. He inquired into the recreation for the development and the provisions for police and fire services. Traffic would also be a problem. He commented on how Bayside Lakes had multiple-family property that had sat vacant for at least 14 years.

Mr. Robert Stise (resident at Windbrook Drive SE) spoke against the request. Traffic would be a huge issue as there had been five traffic fatalities outside Bayside Lakes



in the last five years. He said that recent college graduates would not be able to afford market-rate apartments. Employers were also asking employees to return to offices. Emergency service response times were a concern as well as the impact on roads, schools, and healthcare. A pause was needed to reassess how development was affecting Palm Bay.

Mr. Bill Battin (resident at Ocean Spray Street SW) spoke against the request. He stated that the applicant was making a comparison of the project's commercial land with the available commercial land in the Emerald Lakes development, but Emerald Lakes might fail and then there would be no commercial development. The available commercial land in the Bayside Lakes development was repeatedly being rezoned, so a comparison should not be made to that development. Waterstone Holdings was designed as a single-family project when the need for apartments was known, so there should not have been a need to give up commercial land.

In response to the public comments, Mr. Wise stated that internal recreation had been provided, and there was recreation throughout the entire development. He indicated the location of where proposed fire and police stations and water tanks were proposed. He stated how the 2017 traffic study was constantly updated for each project, and the multiple-family traffic would be 97-percent less than for commercial traffic. He reiterated internal connectivity and the traffic signal, corridor, and intersection improvements planned for the area. Apartments were not done in the past, but the flexibility to change with current times was a benefit, and 120 acres of commercial land would remain. He commented that Bayside Lakes had commercial land that was still undeveloped, which was why the rezonings occurred.

The floor was closed for public comments.

Mr. Weinberg remarked that the development would be a good project since it would be a transitional buffer, and there was commercial remaining. Residents were needed to bring commercial business and generate the impact fees and taxes for police and fire services.

Motion to submit Case CP-31-2022 to City Council for approval.

Motion by Mr. Weinberg, seconded by Mr. Boerema. Motion carried with members voting as follows:

**Aye:** Jordan, Weinberg, Boerema, Good, Maragh, Olszewski, Warner.

11. **\*\*PD-37-2022 - The Grove at Palm Bay - Benjamin Jefferies, Waterstone Holdings, LLC (Jake Wise, P.E., Construction Engineering Group, LLC, Rep.) - A Preliminary Development Plan to allow a proposed PUD for a 760-unit multiple-family residential development called The Grove at Palm Bay. A Portion of Tax Parcels 1, 4, and 5, Section 4, Township 30, Range 37, Brevard County, Florida, containing approximately 38.3 acres. Located at the northwest corner of Babcock Street and Davis Lane, in the vicinity west of St. Johns Heritage Parkway SE**

Ms. Ramos presented the staff report for Case PD-37-2022. Case PD-37-2022 met the minimum requirements of a Planned Unit Development Rezoning amendment request, subject to the staff comments.

Mr. Jake Wise, P.E., Construction Engineering Group, LLC (representative for the applicant) asked that the previous testimony for the land use request be entered into the record for the subject request.

The floor was opened for public comments, and there were two items of correspondence in the file in support of the request.

Motion to submit Case PD-37-2022 to City Council for approval.

Motion by Mr. Weinberg, seconded by Mr. Boerema. Motion carried with members voting as follows:

**Aye:** Jordan, Weinberg, Boerema, Good, Maragh, Olszewski, Warner.

#### **OTHER BUSINESS:**

1. **Temporary Moratorium - City of Palm Bay (Growth Management Department) – A request to establish a temporary city-wide moratorium on new applications for single-family residential and multiple-family residential future land use**





# STAFF REPORT

## LAND DEVELOPMENT DIVISION

120 Malabar Road SE • Palm Bay, FL 32907 • Telephone: (321) 733-3042

[landdevelopmentweb@palmabayflorida.org](mailto:landdevelopmentweb@palmabayflorida.org)

### Prepared by

Tania Ramos, Senior Planner

---

#### CASE NUMBER

CP-31-2022

#### PLANNING & ZONING BOARD HEARING DATE

September 6, 2022

---

#### PROPERTY OWNER & APPLICANT

Benjamin Jeffries, Waterstone Holdings,  
LLC (Jake Wise, PE, Rep.)

#### PROPERTY LOCATION/ADDRESS

A Portion of Tax Parcels 1, 4, and 5, Section 4,  
Township 30, Range 37, Brevard County, Florida

---

#### SUMMARY OF REQUEST

The applicant is requesting a Future Land Use map amendment from Commercial Use (COM) to Multi-Family Residential Use (MFR).

##### Existing Zoning

PUD, Planned Unit Development

##### Existing Land Use

Commercial Use (COM)

##### Site Improvements

Undeveloped Land

##### Site Acreage

38.3 acres

---

#### SURROUNDING FUTURE LAND USE & USE OF LAND

##### North

COM, Commercial and SFR, Single-Family Residential;  
Undeveloped Land and Single-Family Homes

##### East

COM, Commercial; Undeveloped Land

##### South

Res 1:2.5, Residential 1 unit per 2.5 acres (County); Single-Family Home

##### West

SFR, Single-Family Residential and MFR, Multi-Family Residential;  
Undeveloped Land and Single-Family Homes

---

**BACKGROUND:**

The subject property is located at the northwest corner of Babcock Street and Davis Lane, in the vicinity west of St. Johns Heritage Parkway SE. There are three (3) undeveloped parcels included in this request.

**ANALYSIS:**

Per Chapter 183: Comprehensive Plan Regulations, Section 183.01(B), the purpose and intent of the Comprehensive Plan is to encourage the most appropriate use of land and resources to promote the health, safety, and welfare of the community.

**1. FUTURE LAND USE ELEMENT**

The Comprehensive Plan (Plan) FLU Element Goal FLU-1 is to ensure a high-quality, diversified living environment through the efficient distribution of compatible land uses.

The Comprehensive Plan (Plan) FLU Element Goal FLU-2 is to provide for and maintain viable neighborhoods and residential development to meet the existing and future needs of the residents of Palm Bay.

The Comprehensive Plan (Plan) FLU Element Goal FLU-8 is to provide for a diverse and self-sustaining pattern of land uses that support the present and future population of the City of Palm Bay.

The subject parcels are located between single-family residential and commercial uses. The intended use for the 38.3-acre property is for a Multi-Family Residential development. Multi-family development in this area provides a transition of land use from the higher intensity commercial area to the single-family development. The proposed land use amendment would be considered compatible. The change will allow for a high-quality, diversified living environment. The development will further these goals by providing a transitional mix of allowable uses on a property that has been underdeveloped for many years.

**2. CONSERVATION ELEMENT**

The environmental character of the City is maintained through conservation, appropriate use, and protection of natural resources.

The subject property is not located within any of the Florida scrub-jay polygons identified in the City's Habitat Conservation Plan (HCP). Any protected species that would be found on the subject property would need to be mitigated as required by State and Federal regulations and per Comprehensive Plan Policy CON-1.7B.

**Coastal Management:** The subject property is not located within the Coastal Management Area.

### 3. HOUSING ELEMENT

The proposed FLU amendment does not adversely impact the supply and variety of safe, decent, attractive, and affordable housing within the City. Instead, it will serve to create additional multi-family housing opportunities needed in Palm Bay.

### 4. INFRASTRUCTURE ELEMENTS

The City evaluates present and future water, sewer, drainage, and solid waste and assesses the ability of infrastructure to support development.

**Utilities:** The FLU change will not cause the level of service to fall below the standards adopted in the Comprehensive Plan for these services for the current planning period. If developed, the owner/developer will be responsible for extending service to the site in accordance with current City regulations.

**Drainage:** If developed, a drainage plan must be prepared in accordance with current regulations and approved by the City, along with appropriate outside agencies, including the St. Johns River Water Management District. Any proposed stormwater management system will be reviewed and approved by the City during the site plan review process.

### 5. INTERGOVERNMENTAL COORDINATION ELEMENT

**Public Schools:** The proposed FLU amendment will add 760 multi-family housing units. Of these units, 148 are currently proposed for an age restricted community. According to the School Impact Analysis, there is sufficient capacity for total projected student membership to accommodate this development when considering the adjacent school concurrency service areas.

### 6. RECREATION AND OPEN SPACE ELEMENT

The proposed FLU amendment would increase the demand for recreation services due to potential increase in density.

However, the requested use would not exceed the existing parkland or recreational level of service standards for the planning area.

### 7. TRANSPORTATION ELEMENT

The objectives of the Comprehensive Plan's Transportation Element are to provide a safe, balanced, efficient transportation system that maintains the roadway level of service and

adequately serves the needs of the community. If developed, a traffic impact analysis will be required to determine any negative impacts on the existing transportation system along with any suggested improvements, which will be taken under consideration during the Site Plan review/approval process.

#### 8. PROPERTY RIGHTS ELEMENT

The goal of the Comprehensive Plan's Property Rights Element is for the City to respect judicially acknowledged and constitutionally protected private property rights.

This proposed land-use change does not appear to infringe upon the property rights of the applicant.

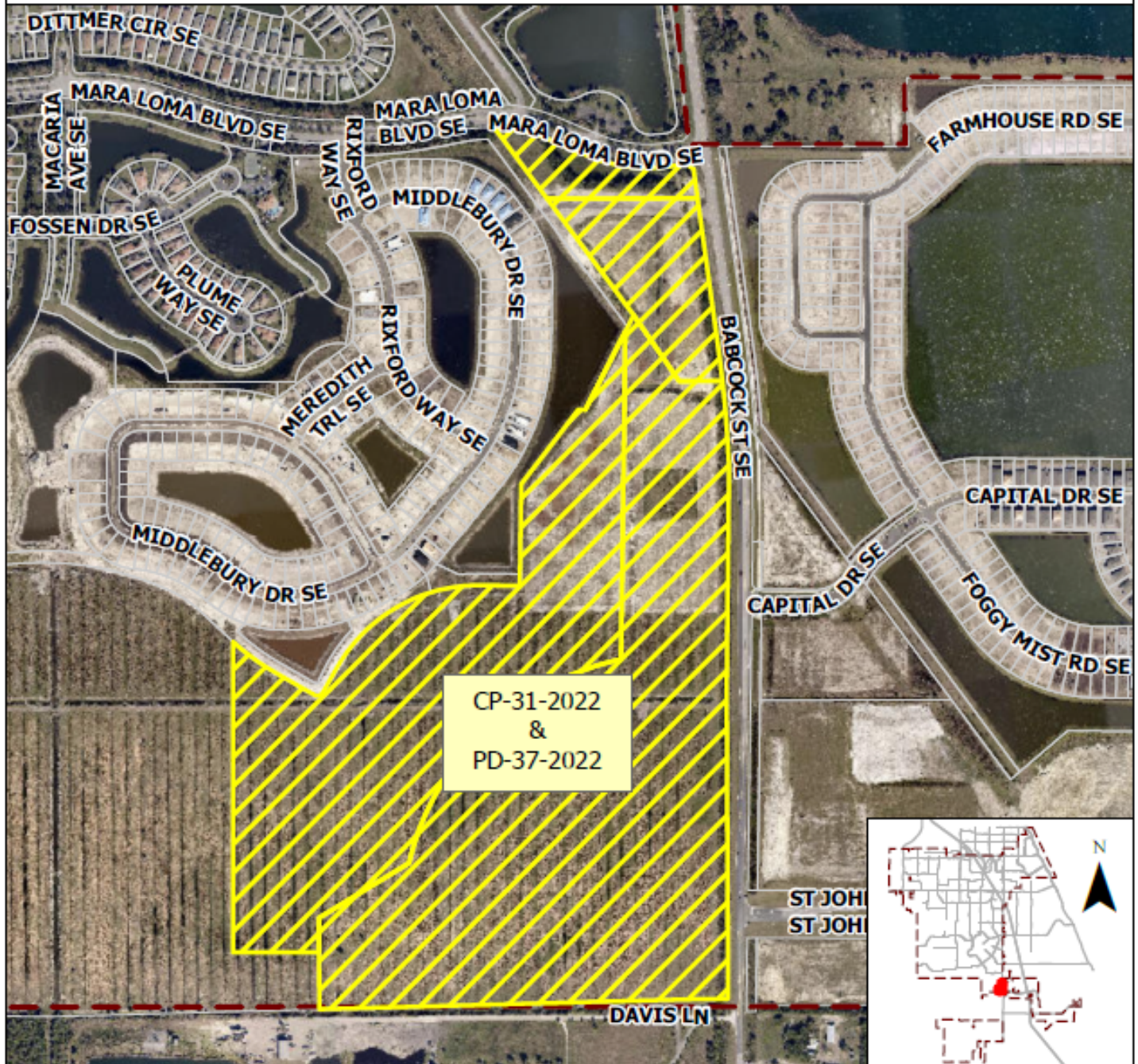
#### **STAFF FINDINGS:**

Case CP-31-2022 meets the minimum requirements of a Comprehensive Plan Future Land Use Map amendment request.





*Map is not to scale—for illustrative purposes only; not to be construed as binding or as a survey.*



## **AERIAL LOCATION MAP CASE: CP-31-2022 & PD-37-2022**

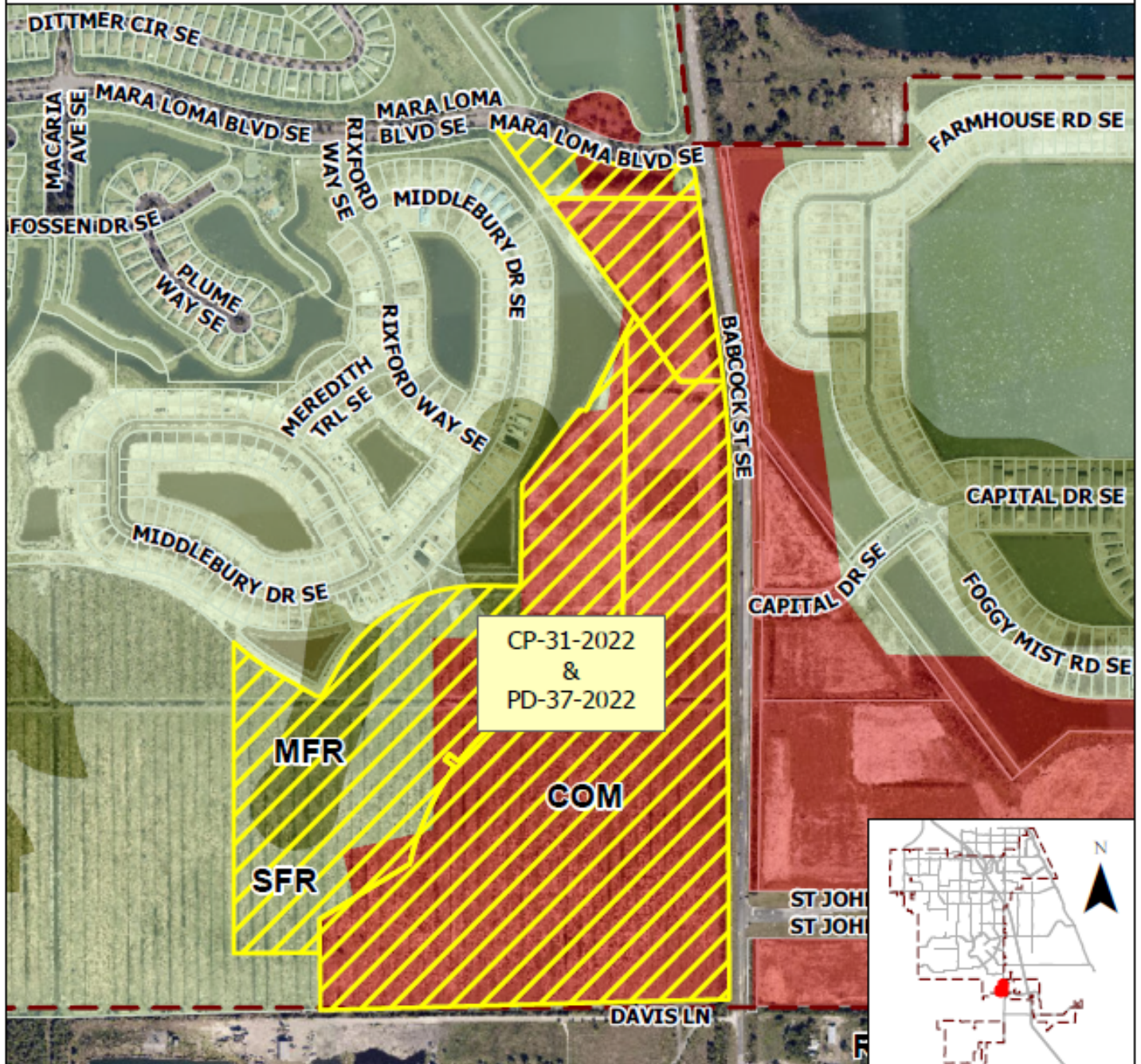
### **Subject Property**

Northwest corner of Babcock Street and Davis Lane, in the vicinity west of St. Johns Heritage Parkway SE





Map is not to scale—for illustrative purposes only; not to be construed as binding or as a survey.



## FUTURE LAND USE MAP CASE: CP-31-2022 & PD-37-2022

### Subject Property

Northwest corner of Babcock Street and Davis Lane, in the vicinity west of St. Johns Heritage Parkway SE

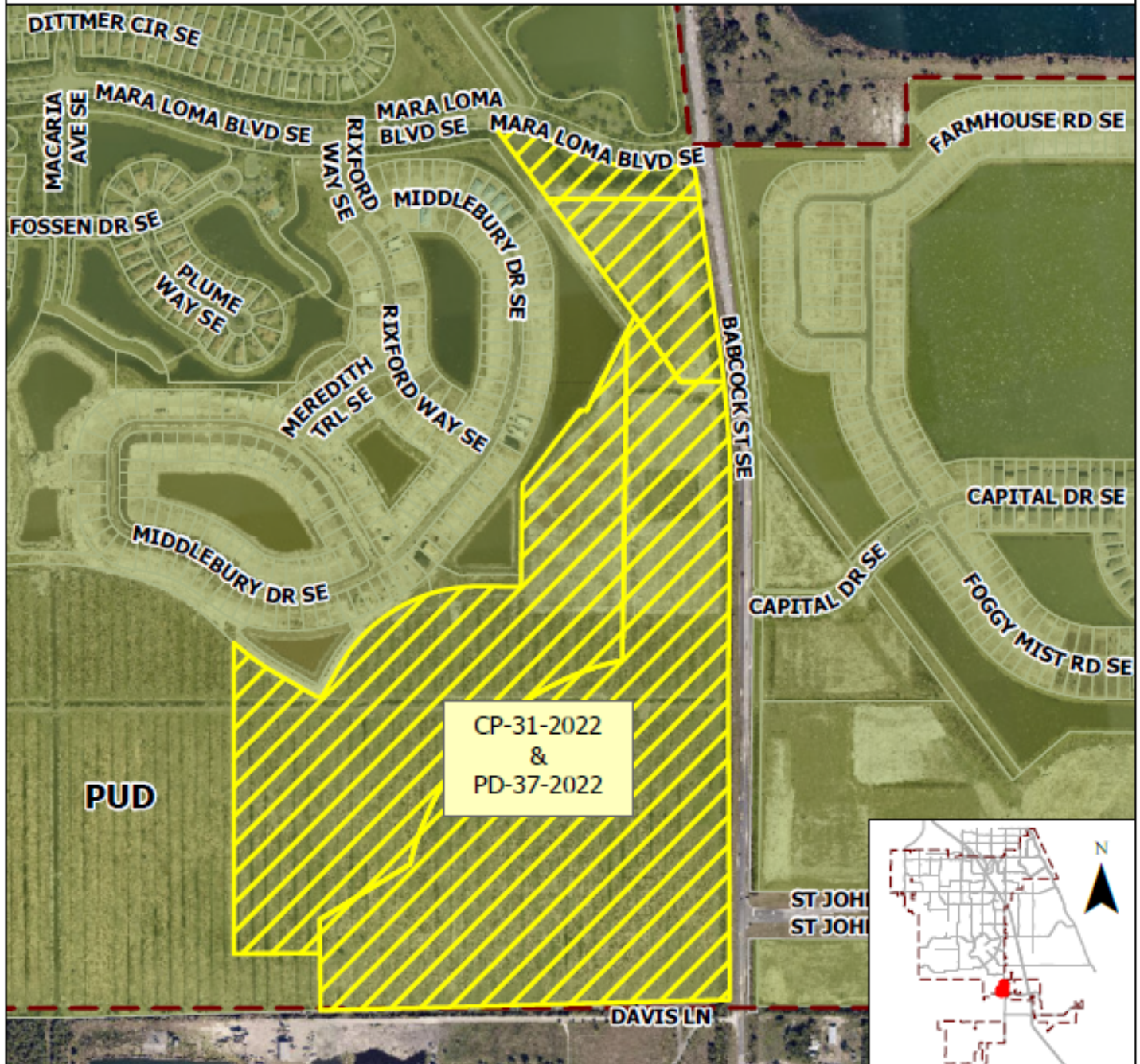
### Future Land Use Classification

COM, MFR, SFR – Commercial, Multi-Family Residential, Single Family Residential





Map is not to scale—for illustrative purposes only; not to be construed as binding or as a survey.



## ZONING MAP CASE: CP-31-2022 & PD-37-2022

### Subject Property

Northwest corner of Babcock Street and Davis Lane, in the vicinity west of St. Johns Heritage Parkway SE

### Current Zoning Classification

PUD – Planned Unit Development

**CASES**

**CP-31-2022 & PD-37-2022**

**CORRESPONDENCE**



## Tania Ramos

---

**From:** Alexandra Bernard  
**Sent:** Monday, August 15, 2022 10:32 AM  
**To:** Tania Ramos; Chandra Powell  
**Subject:** FW: Waterstone-Future Land Use Amendment 39 Ac. Commercial to Multi Family

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Please place this with the file for the September P&Z meeting.

Thanks

**From:** Michael Dreyer <michael.e.dreyer@gmail.com>  
**Sent:** Sunday, August 14, 2022 4:35 PM  
**To:** Suzanne Sherman <Suzanne.Sherman@palmbayflorida.org>  
**Cc:** Alexandra Bernard <Alexandra.Bernard@palmbayflorida.org>; Jake Wise <jwise@cegengineering.com>; Jeremy Gorovitz <jgorovitz@gmail.com>; Jesse Anderson <Jesse.Anderson@palmbayflorida.org>; Joan Junkala <Joan.Junkala@palmbayflorida.org>  
**Subject:** Waterstone-Future Land Use Amendment 39 Ac. Commercial to Multi Family

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

RE: FLUA-The Grove at Palm Bay

Jeremy, please accept this letter-email as my explanation and support for your Future Land Use Amendment.

Ladies and Gentlemen:

I am writing to discuss the "marketability" and "buildability" of the commercially zoned land part of the Waterstone PUD. By way of introduction, I'm a commercial real estate broker and hold the coveted CCIM designation (Certified Commercial Member) and the coveted ALC designation (Accredited Land Consultant) and have worked in the greater Brevard County area for over 40 years. With such experience, I have a strong understanding of the market trends effecting commercial property in our market.

As you may know, two primary trends have had a major effect on commercial real estate:

- (i) The **Amazon Effect** is the impact that the rise of Ecommerce and online shopping has had on brick-and-mortar businesses and shopping patterns in general. As online shopping grows, it has hurt traditional businesses with a brick-and-mortar footprints.
- (ii) The **Covid Effect** has further exacerbated the Amazon Effect in which people increasingly work from home as opposed to an office. With such trends, more people are taking to online shopping which has become a necessity instead of a

luxury. The number of people shopping online continues to rise, and it has had an increasingly adverse effect on traditional retail locations, as well as commercial and office space needs.

As for Palm Bay specifically, more than just these trends influence the likelihood of success for commercial projects. There must be enough housing and people to support commercial retail nodes. The southern portion of Palm Bay has two major retail nodes:

(i) **Bayside Lakes** is a mature market which was built predominantly in the early 2000's, yet still to present day, has a number of vacant commercial parcels (even though all of the surrounding residential is already built).

(ii) **Emerald Lakes** is an approved project adjacent to Waterstone which is approved for over 2 million square feet of commercial space with great access and visibility to I-95.

Waterstone falls right between Bayside Lakes and Emerald Lakes. As such, Waterstone will be no more than a neighborhood commercial area. And within Waterstone, there's already a proposed grocery-anchored shopping center and outparcels on the NEC of St. Johns Heritage Pkwy and Babcock Street.

I question whether all the land zoned commercial in the Waterstone PUD can be absorbed given the macro-economic trends (Covid and Amazon effects) plus the commercial supply from Bayside Lakes and Emerald Lakes next door. As such, this letter is to show my support for the Future Land Use Amendment to convert +/- 39 of these commercially zoned acres to multifamily residential. This would bring much-needed housing to Palm Bay. Additionally, it will bring more people to help support the commercially zoned properties. Multifamily will also increase our employee base from which employers (and potential employers thinking of relocating to Palm Bay or Brevard County) can hire. Please join me in showing support and approval of this FLUA and much needed project.

Thank you for your consideration,

Michael Dreyer CCIM ALC



Michael E. Dreyer, CCIM, ALC  
Broker/President  
Dreyer & Associates Real Estate Group  
1920 Highway A1A  
Indian Harbour Beach Fl. 32937  
[321-777-7743](tel:321-777-7743) Business  
[321-508-6422](tel:321-508-6422) Cell  
[michael.e.dreyer@gmail.com](mailto:michael.e.dreyer@gmail.com)

[www.dreyercommercial.com](http://www.dreyercommercial.com)

[Facebook](#)

[LinkedIn](#)

Michael E. Dreyer, CCIM  
Broker/President  
Dreyer & Associates Real Estate Group  
1924 South Patrick Drive  
Indian Harbour Beach, FL 32937  
321-508-6422 Cell  
321-777-7743 Business  
[michael.e.dreyer@gmail.com](mailto:michael.e.dreyer@gmail.com)  
[www.dreyercommercial.com](http://www.dreyercommercial.com)  
Facebook  
LinkedIn



## LIGHTLE BECKNER ROBISON

INCORPORATED

COMMERCIAL REAL ESTATE SERVICES

Dear Alix,

I am writing to discuss the “marketability” and “viability” of the commercially zoned land portion of the Waterstone PUD. By way of introduction, I’m a commercial broker and have worked in the greater Brevard County area for 17 years. With such experience, I have a strong understanding of the market trends effecting commercial property in our market.

As you may know, two primary trends have had a major effect on commercial real estate:

- (i) The **Amazon Effect** is the impact that the rise of Ecommerce and online shopping has had on brick-and-mortar businesses and shopping patterns in general. As online shopping grows, it has hurt traditional businesses with a brick-and-mortar footprints.
- (ii) The **Covid Effect** has further exacerbated the Amazon Effect in which people increasingly work from home as opposed to an office. With such trends, more people are taking to online shopping which has become a necessity instead of a luxury. The number of people shopping online continues to rise, and it has had an increasingly adverse effect on traditional retail locations, as well as commercial and office space needs.

As for Palm Bay specifically, more than just these trends influence the likelihood of success for commercial projects. There must be enough housing and people to support commercial retail nodes. The southern portion of Palm Bay has two major retail nodes:

- (i) **Bayside Lakes** is a mature market which was built predominantly in the early 2000’s, yet still to present day, has a number of vacant commercial parcels (even though all of the surrounding residential is already built).
- (ii) **Emerald Lakes** is an approved project adjacent to Waterstone which is approved for over 2 million square feet of commercial space with great access and visibility to I-95.

Waterstone falls right between Bayside Lakes and Emerald Lakes. As such, Waterstone will be no more than a neighborhood commercial area. And within Waterstone, there’s already a proposed grocery-anchored shopping center and outparcels on the NEC of St. Johns Heritage Pkwy and Babcock Street.

I question whether all the land zoned commercial in the Waterstone PUD can be absorbed given the macro-economic trends (Covid and Amazon effects) plus the commercial supply from Bayside Lakes and Emerald Lakes next door. As such, this letter is to show my support for the Future Land Use Amendment to convert +/- 39 of these commercially zoned acres to multifamily residential. This would bring much-needed housing to Palm Bay. Additionally, it will bring more people to help support the commercially zoned properties. Multifamily will also increase our employee base from which employers (and potential employers thinking of relocating to Palm Bay or Brevard County) can hire. Please join me in showing support and approval of this FLUA and much needed project.

Thank you for your consideration,

Lightle Beckner Robison, Inc  
jeff@teamlbr.com  
321-722-0707 x13

LICENSED REAL ESTATE BROKER

70 W. HIBISCUS BLVD., MELBOURNE, FL 32901  
TEL. (321) 722-0707 FAX (321) 722-0581 WWW.TEAMLBR.COM

# WATSON

---

COMMERCIAL  
REAL ESTATE, INC

---

335 S. PLUMOSA ST., SUITE J  
MERRITT ISLAND, FL 32952  
PHONE: (321) 459-0000  
FAX NUMBER: (321) 459-0008  
email: [duane@duanewatson.com](mailto:duane@duanewatson.com)  
website: [www.watson-realestate.com](http://www.watson-realestate.com)

To Whom it May Concern,

I am writing to point out the lack of luxury multifamily condos and apartments in the Cypress Bay and Waterstone area of Palm Bay.

In order to have a successful commercial project, there must be a sufficient number of people (residential single family, condos, and apartments) to support the commercial spaces (i.e. enough people to eat at the restaurants and shop at the shops). Without enough people, the commercial won't be successful.

There is a Publix shopping center already planned across the street from the subject site and over 100+ acres of proposed commercial within Waterstone and Cypress Bay. We need more residential supply to support the Publix and all of this additional commercial land.

The Waterstone and Cypress Bay PUD (including the subject site) was designed back in the early 2000's for a Wal-Mart Super Center and a Home Depot when that type of commercial development was more commonplace and successful. Today, those tenants would not go on this site. This site is better suited for luxury multifamily. Even with the multifamily, there is still nearly 100 acres of commercial land to be leased and developed...more than enough to serve this area.

Please support the change of land use and the rezoning from Commercial to Multi-Family. Please call me if you would like to discuss further as I've worked in the market for many years and am happy to share my thoughts.

Thank you for your consideration.



Duane A. Watson

Watson Commercial Real Estate, Inc.

[duane@duanewatson.com](mailto:duane@duanewatson.com)

(321) 223-8845

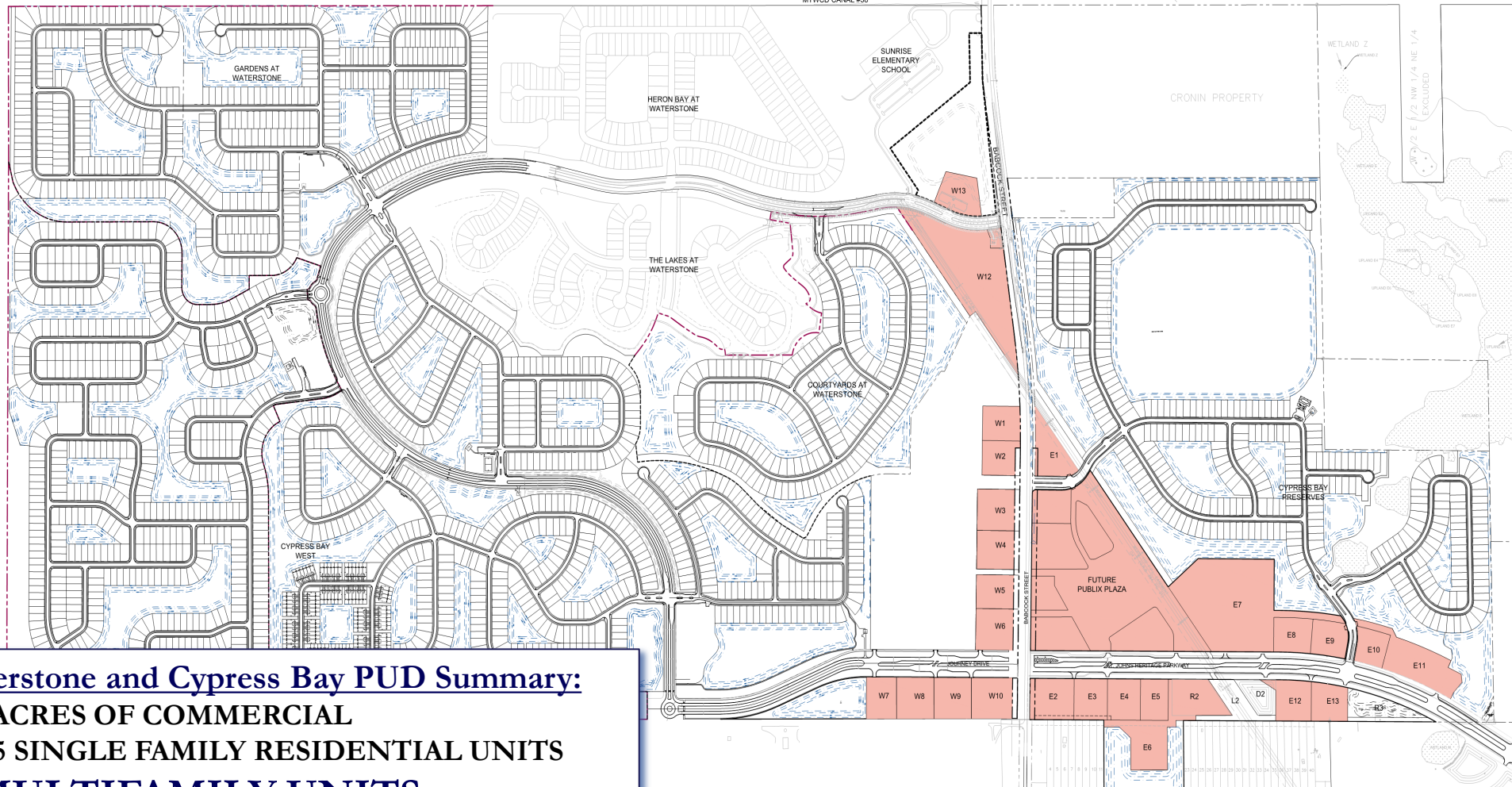
# The Grove at Palm Bay



*Kimaya*



# Waterstone Cypress Bay Master Plan



## Waterstone and Cypress Bay PUD Summary:

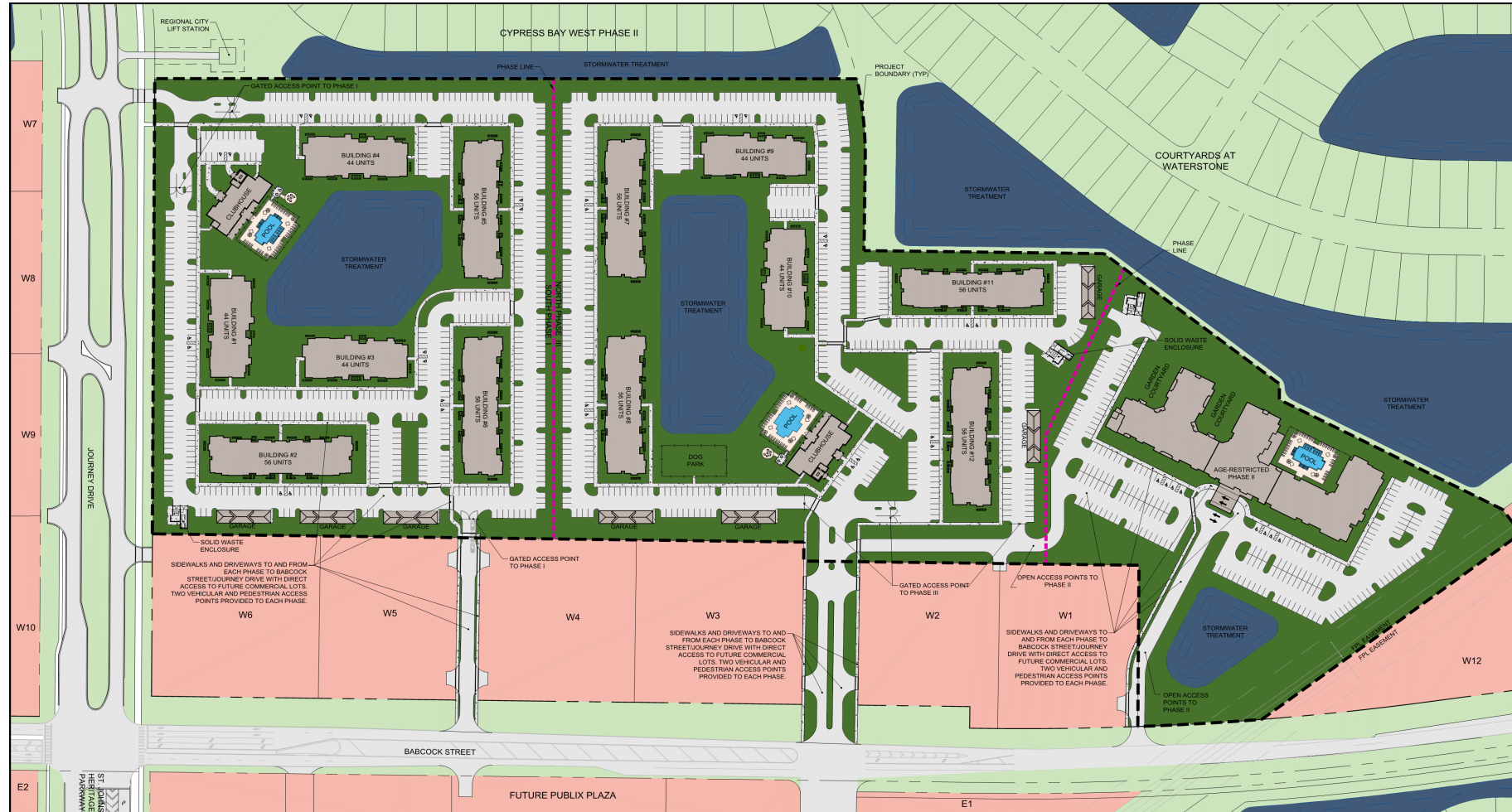
- 159 ACRES OF COMMERCIAL
- 2,735 SINGLE FAMILY RESIDENTIAL UNITS
- 0 MULTIFAMILY UNITS



# Proposed Site Plan

## Proposal

- Revise FLU for 38.3 acres from Commercial to Multifamily (i.e. a **downzone**) which will allow:
- 612 market-rate multifamily units
- 148 age-targeted 55+ multifamily units



The Grove at Palm Bay Mixed-Use Project





Renderings are for conceptual and illustrative purposes only.

The Grove at Palm Bay Mixed-Use Project



# Why would we want to do this?

- This commercial land was permitted in the **early 2000's**
- **Economic trends have changed**
- We want to create a successful, **sustainable, mixed-use**, live/work/play community that can **stand the test of time**
- Luxury, market-rate multifamily is **needed for the commercial land to be successful**



# Goal: Adapt to **Current Economic Trends**

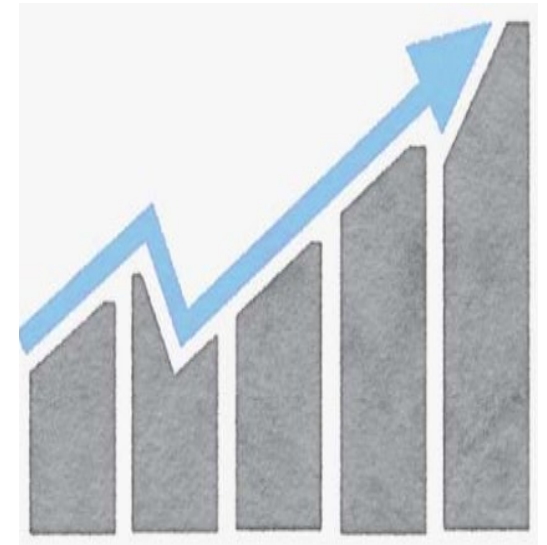
With the **Amazon Effect** and **Covid Effect**, the need for retail and office space has **decreased** and mixed-use projects need to be carefully curated.

## **Hybrid Work Strategies Will Reduce Office Space Demand by 9%**

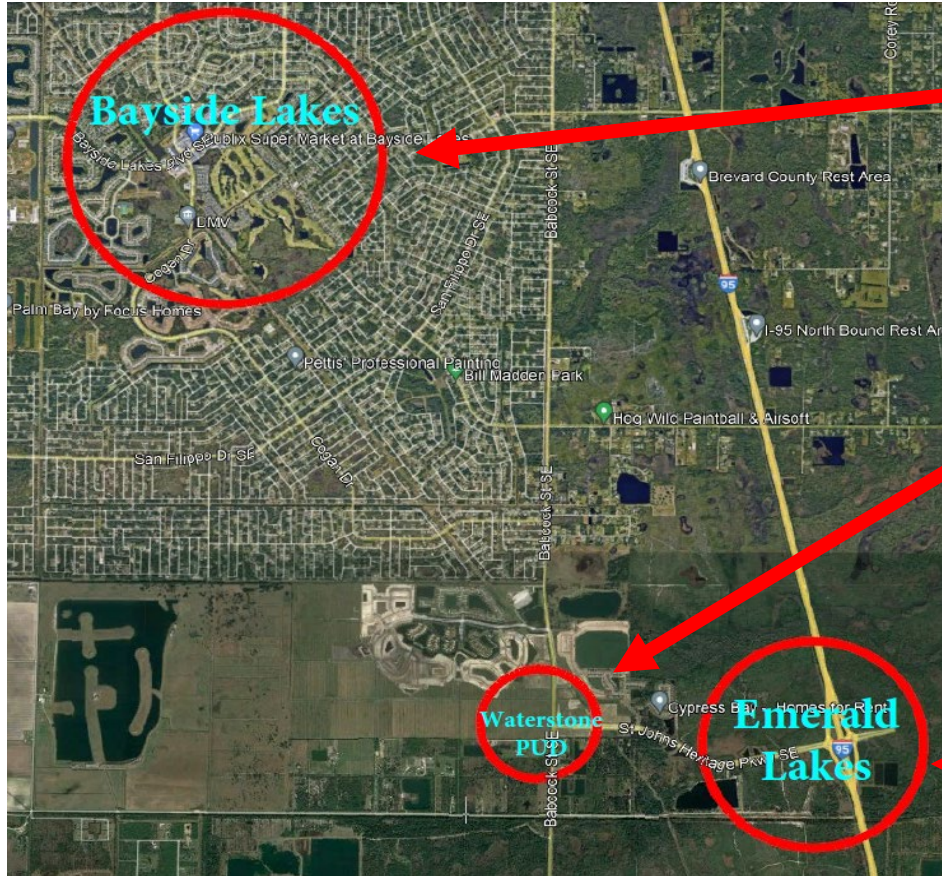
"Not all of this will happen immediately, explained Stefan Weiss, senior economist at Econometric Advisors, in talking about the transition to the future of work."

**US Ecommerce Will Cross \$1 Trillion in 2022**

**E-Commerce Sales Grew 50% to \$870 Billion**



# Excess Commercial Supply



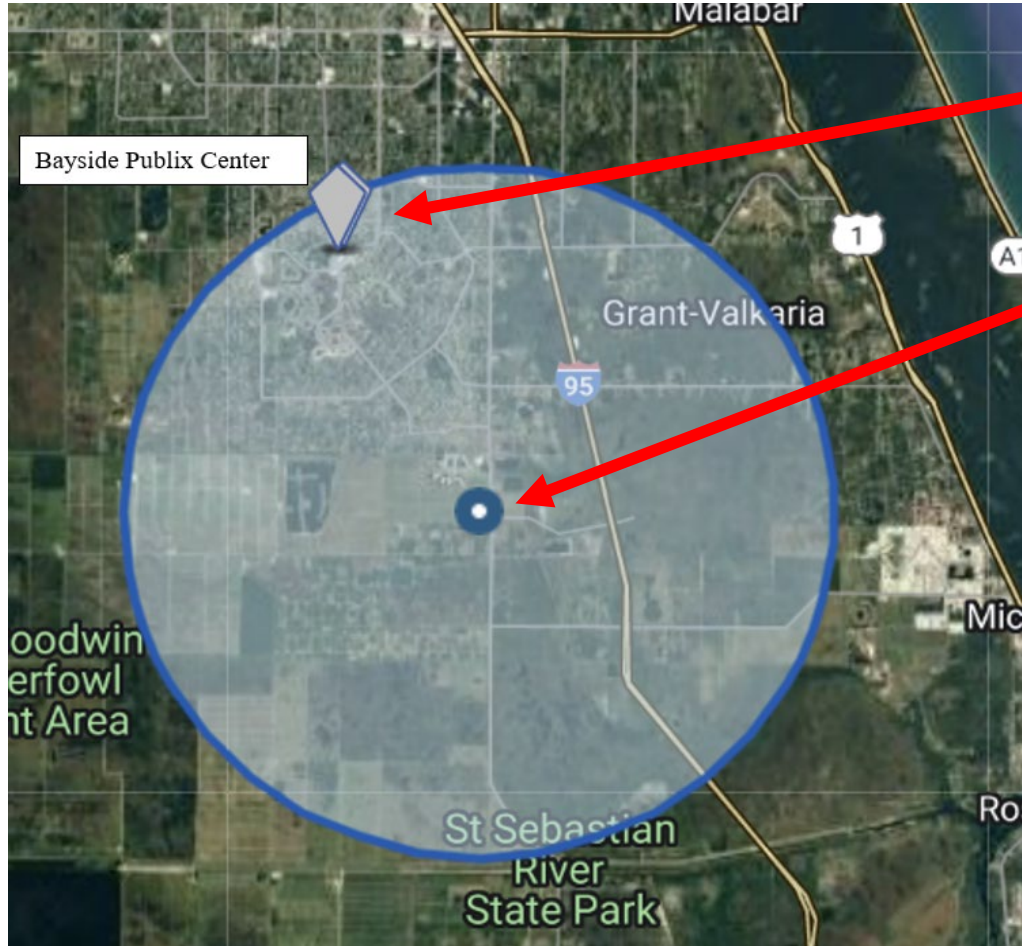
**Bayside Lakes**: +/- 73 commercial acres  
(+/- 42% undeveloped)

**Waterstone Cypress Bay**: Right between  
Bayside Lakes and Emerald Lakes

**Emerald Lakes**: **2,470,000** Square Feet of  
Commercial Entitlements. This will serve as a  
regional commercial hub with its **superior**  
location along I95



# Excess Commercial Supply



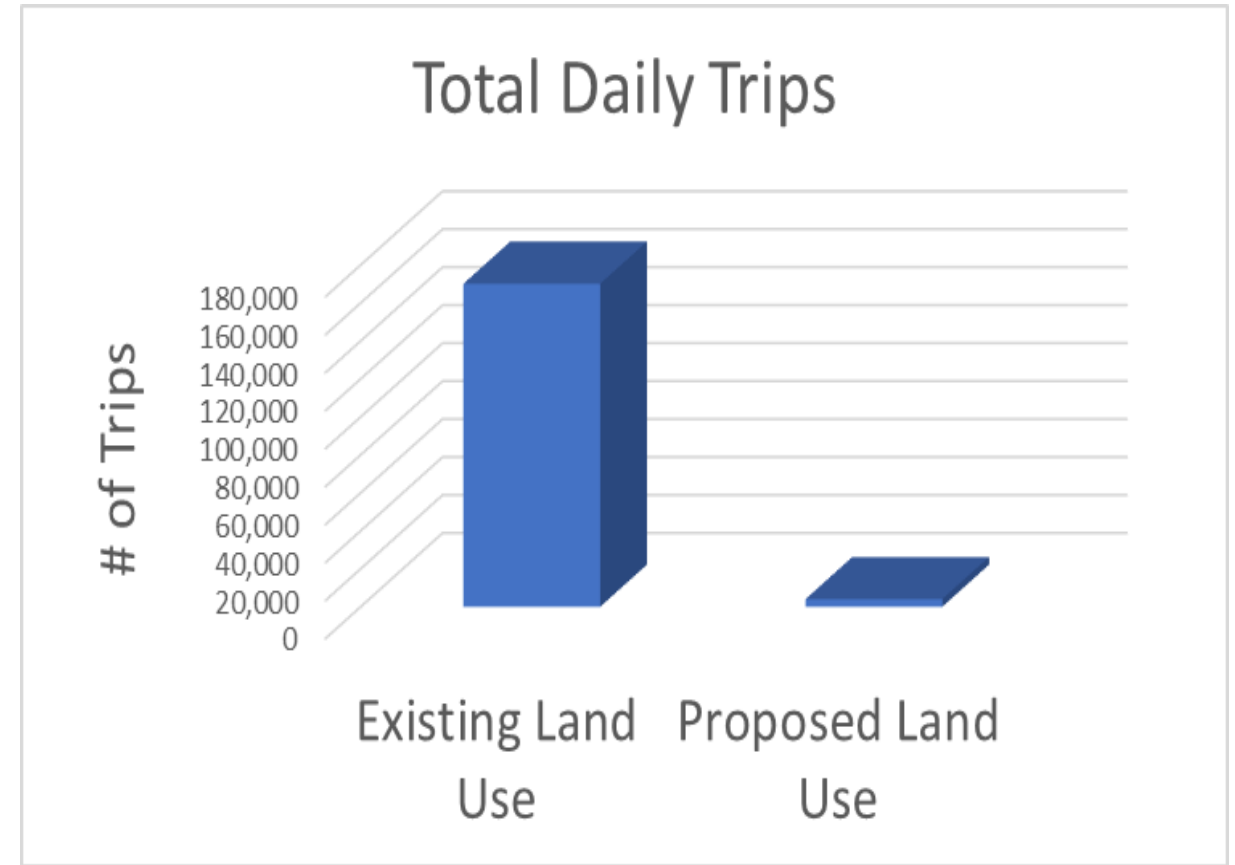
Bayside Lakes Publix

Proposed Waterstone Cypress Bay  
Grocery Shopping Center

1. On average, it takes **+/- 50,000 people** to support a grocery shopping center.
2. There are **+/- 43,000 people** in the trade area.
3. There is an existing Publix center in the NW portion of the trade area.
4. There is a proposed grocery shopping center in the center of the trade area.
5. **Conclusion: Waterstone Cypress Bay has too much commercial land compared to what can reasonably be absorbed.**

# Traffic

Total Daily Trips	
Existing Entitlements:	170,082
Proposed Entitlements:	3,979
% Traffic <b>Decrease</b> with Proposal:	<b>98%</b>



NOTE: The numbers provided herein are provided by a third-party traffic firm (LTG). They used commonly accepted trip generation calculations that are used across municipalities throughout the country.

The Grove at Palm Bay Mixed-Use Project



# Goal: Sustainable Balance

	Waterstone Cypress Bay if Proposal is <u>NOT</u> Approved	Waterstone Cypress Bay if Proposal <u>IS</u> Approved	Palm Vista
Commercial Acres (+/-)	159	127	60
# of Residential Units (+/-)	2,735	3,495	4,000
# of Residential Units per Commercial Acre	<b>17</b>	<b>28</b>	<b>67</b>



Even with the approval of this Proposal, Waterstone Cypress Bay will still have **2.5 times less** residential units per commercial acre compared to Palm Vista.

# Goal: Sustainable Balance

	Waterstone Cypress Bay if Proposal <u>IS</u> Approved	Bayside Lakes
Commercial Acres Entitled	127	73
Commercial Acres Developed	-	43
Commercial Acres Vacant	-	<b>30</b>
% of Commercial Acres Vacant (i.e. never developed)	-	<b>42%</b>
# of Residential Units (+/-)	3,495	2,150
# of Residential Units per Commercial Acre Entitled	<b>28</b>	<b>30</b>



Even with the approval of this Proposal, Waterstone Cypress Bay will still have **less** residential units per commercial acre than Bayside Lakes.

# Transitional Buffer



The proposed multifamily is a logical **step down in zoning** and will create a **transitional buffer** between the single family residential to the west and the commercial to the east.

# Meeting a Need

- Housing supply and affordability has been increasingly problematic throughout the city of Palm Bay and Brevard County.
- This proposal **meets a growing need** for additional residential units in Brevard County, and specifically this southern portion of the county.





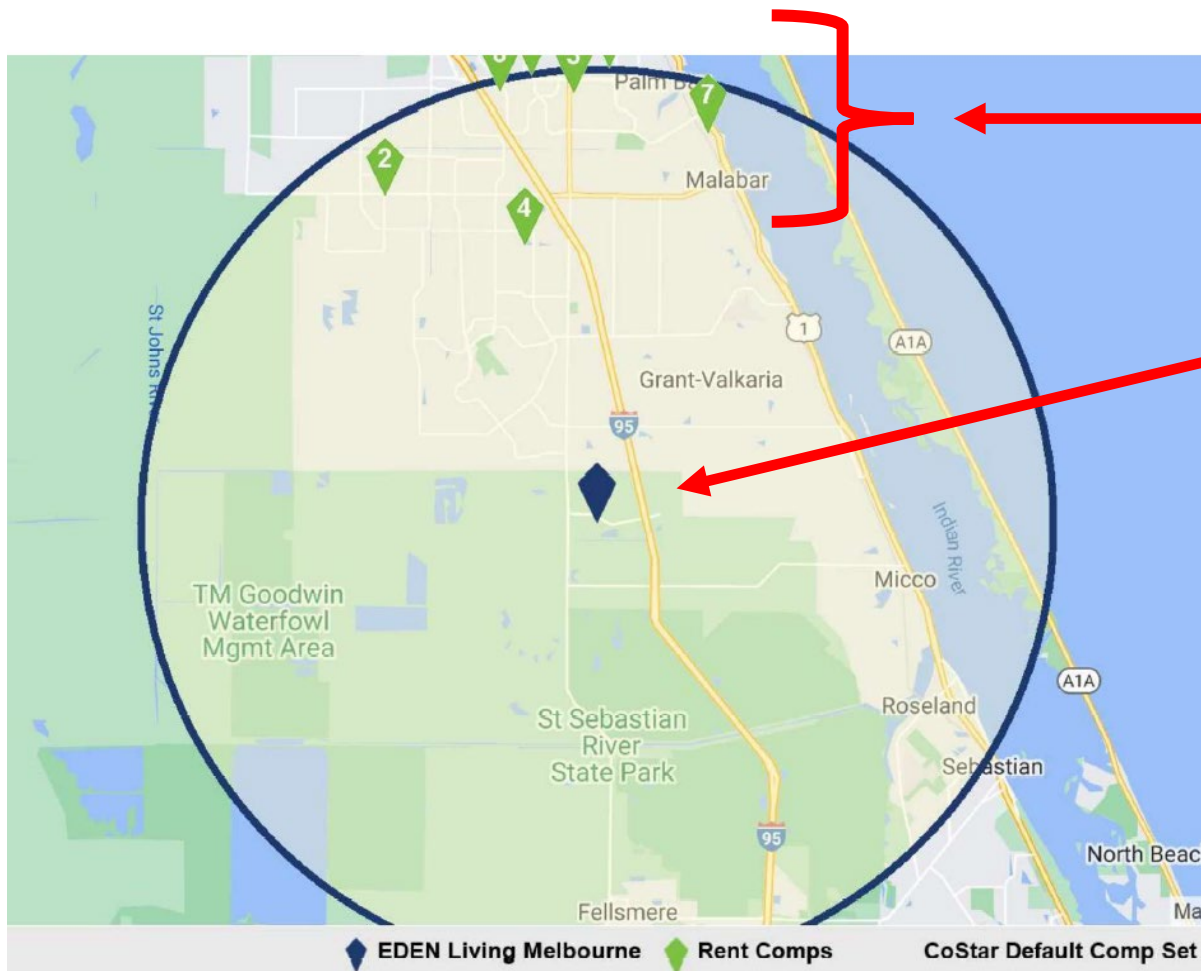
# Impact Fee Summary

Breakdown of Impact Fees By Category	
Multifamily Impact Fees	\$6,819,779
Asisted Living Impact Fees	\$1,082,257
General Commercial Impact Fees	\$3,635,503
Total Impact Fees	\$11,537,540

The estimated amount of impact fees generated from multifamily is **nearly double** the amount of impact fees generated by general commercial uses (retail, restaurant, service, etc.)

Note: Assumptions made herein regarding end-users and the size of their buildings/footprints are used to estimate impact fees. These are conservative assumptions based on the Applicant's experience leasing and marketing similar projects. It is possible that the end-users shown herein and/or the size of their buildings/footprints may change. Additionally, government may change the method of calculating impact fees. As such, the numbers shown herein are estimates only and subject to change.

# Location of Comparable Communities



Comparable Communities (all to the north)

Subject Site

- Comparable communities are over **97%** occupied



# Fishkind Economic & Fiscal Services: Feasibility Study

- There is minimal supply of **residential living options** in the market
- Newly delivered residential projects are being **quickly absorbed**
- Strong market support
- Units in the proposed project will be fully absorbed by 2027
- **Conclusion:** The proposed project is **economically feasible now**. Can break ground right away.



# Economic and Fiscal Impact

## Multifamily:

Fiscal Impact - Operating Revenue and Expenditures						
Year	Total Taxable Value	Ad Valorem	Total Operating Revenue	Total Operating Expenditure	Net Fiscal Impact	Cumulative Net Fiscal Impact
2025	\$117,762,405	\$1,053,020	\$3,036,841	\$1,471,672	\$1,565,168	\$1,565,168
2030	\$198,109,548	\$1,775,181	\$5,154,685	\$2,507,041	\$2,647,643	\$16,335,391
2035	\$200,223,279	\$1,794,271	\$5,173,774	\$2,507,041	\$2,666,733	\$29,630,496
2040	\$202,444,832	\$1,814,334	\$5,193,838	\$2,507,041	\$2,686,797	\$43,023,953
2045	\$204,779,706	\$1,835,421	\$5,214,925	\$2,507,041	\$2,707,884	\$56,520,777
2050	\$207,233,683	\$1,857,584	\$5,237,087	\$2,507,041	\$2,730,046	\$70,126,242

## Commercial:

Fiscal Impact - Operating Revenue and Expenditures						
Year	Total Taxable Value	Ad Valorem	Total Operating Revenue	Total Operating Expenditure	Net Fiscal Impact	Cumulative Net Fiscal Impact
2025	\$9,284,808	\$83,024	\$118,147	\$26,056	\$92,091	\$92,091
2030	\$105,500,593	\$957,526	\$1,206,314	\$527,299	\$679,015	\$1,099,497
2035	\$113,654,101	\$1,031,528	\$1,280,316	\$527,299	\$753,017	\$4,714,374
2040	\$122,437,745	\$1,111,248	\$1,360,036	\$527,299	\$832,737	\$8,716,246
2045	\$131,900,224	\$1,197,130	\$1,445,918	\$527,299	\$918,619	\$13,155,020
2050	\$142,094,002	\$1,289,649	\$1,538,437	\$527,299	\$1,011,138	\$18,002,918

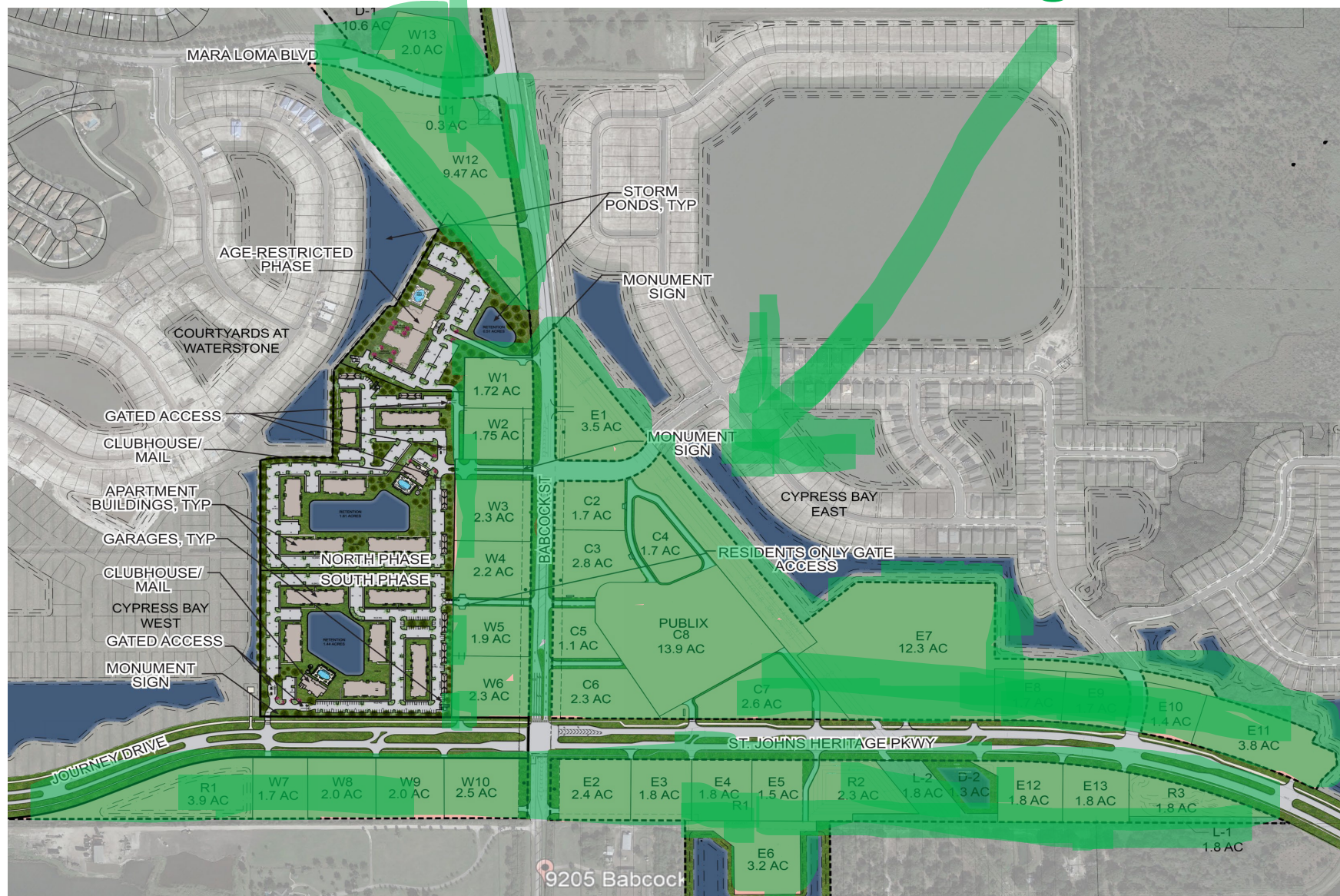
The proposed project produces **\$50,000,000+** of additional net fiscal impact over and above a commercial shopping center (if developed) cumulatively through the year 2050 (**3X more revenue for Palm Bay**) .



# Economic and Fiscal Impact

- The proposed multifamily project generates higher aggregate spending, more GDP output, and higher net revenue to Palm Bay than the commercial shopping center
- The proposed multifamily project creates significantly higher annual budget revenue for the city than the commercial shopping center

# So where will the commercial go?



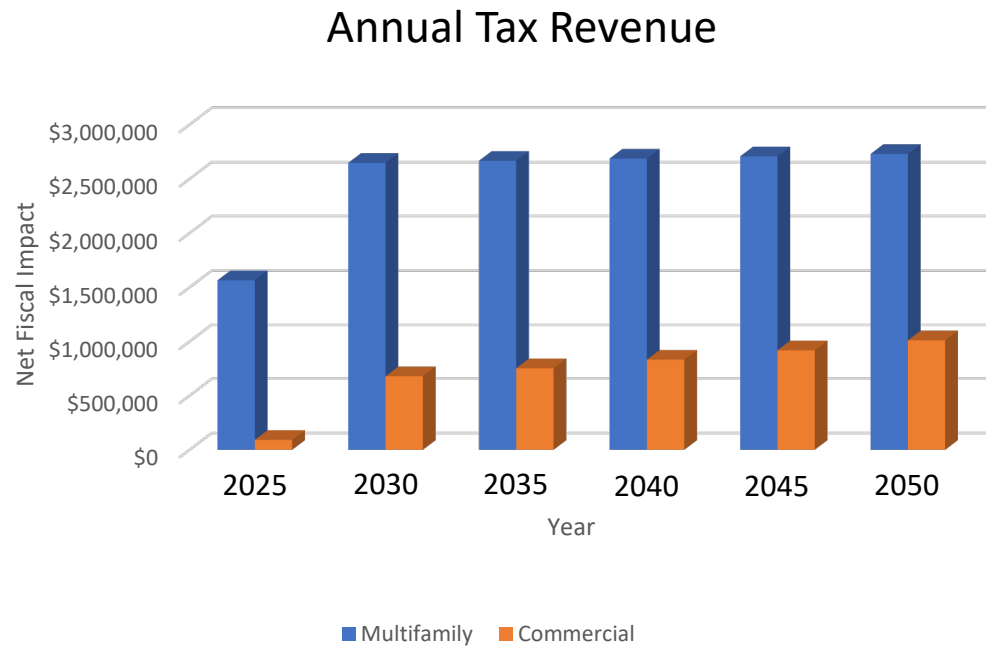


# Benefits of Proposal

- **Addresses macro-economic trends** such as the **Amazon Effect** and **Covid Effect**
- Helps the FLU of the property catch-up with current market demands
- Needed to **support commercial**
- **Balances** the Waterstone Cypress Bay commercial/residential ratio to be in sync with today's market conditions
- **Creates a transitional buffer and step-down in zoning** between single family and commercial
- Brings much-needed supply of a new residential product that does not yet exist in SE Palm Bay
- Generates **less traffic** than commercial
- Generates **higher impact fees** than commercial
- **Economically viable** and could be built right away (whereas the commercial is not feasible for the foreseeable future)
- Taxed the same as commercial and **generates far more tax dollars**
- Creates a **walkable** community and **live/work/play** environment



# Thank You



The Grove at Palm Bay Mixed-Use Project



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Terese Jones, City Clerk

**DATE:** 1/19/2023

**RE:** Consideration of councilmembers attending the Florida Sustainable Transportation and Technology Expo, February 1-2, 2023, in Cocoa. (Deputy Mayor Felix) (AGENDA REVISION)

The Florida Sustainable Transportation and Technology Expo is scheduled for February 1-2, 2023, in Cocoa.

Deputy Mayor Felix has expressed interest in attending the Expo. Any other Councilmembers interested in attending need to announce same at tonight's meeting. If you are attending, registration will be completed on Friday, January 20, 2023.

**REQUESTING DEPARTMENT:**

Legislative

**FISCAL IMPACT:**

Cost per person is approximately \$75. Funding is available in Legislative Operating Accounts 001-1110-511-4005 and 001-1110-511-5505.

**RECOMMENDATION:**

Motion to approve travel for members of Council as requested.

**ATTACHMENTS:**

**Description**

**Program**



## Actions Panel

- [Like Event](#)
- [Share this event](#)

Feb 01

# Florida Sustainable Transportation & Technology Expo

\$75.00

The Florida Sustainable Transportation & Technology Expo will bring stakeholders together to discuss clean fuel technologies and vehicles.

ByCentral Florida Clean Cities Coalition

Follow

23 followers

## When and where

### Date and time

Wed, Feb 1, 2023, 9:00 AM – Thu, Feb 2, 2023, 4:00 AM EST

### Location

Florida Solar Energy Center 1679 Clearlake Road Cocoa, FL 32922

[Hide map](#)

### Map and directions





## AGENDA

### Wednesday, February 1, 2023

- 8:00 - 8:30 am Registration/Morning Refreshments
- 8:30 - 9:00 am Opening Ceremony
- 9:00 - 10:00 am Our Transportation Future
- 10:00 - 10:45 am Florida's NEVI Electrification Plan

*EXPO Exhibits open throughout the day*

- 10:45 - 11:00 am Break in Exhibit Area
- 11:00 am - 12:00 pm Electrification Classroom Session
- 12:00 - 1:30 pm Lunch in Exhibit Area
- 1:30 - 2:30 pm CNG Classroom Session
- 2:30 - 3:30 pm Biofuel Classroom Session
- 3:30 - 4:00 pm Afternoon Refreshments
- 4:00 - 5:00 pm Propane Classroom Session

### Thursday, February 2, 2023

- 8:00 - 9:00 am Morning Refreshments
- 9:00 - 9:30 am Beginning Transition One Year Later – Ocala's E-Refuse Fleet

*EXPO Exhibits open throughout the day*

- 9:30 - 10:30 am Transitioning To a Future Fleet Panel
- 10:30 - 10:45 am Break: Network with Panelists
- 10:45 - 11:45 am Federal Funding Panel
- 11:45 am - 12:00 pm Break: Network with Panelists
- 12:00 - 1:00 pm Closing Ceremony
- 1:00 - 3:00 pm Lunch in Exhibit Area
- 3:00 pm Expo Adjourns
- 3:00 - 5:00 pm Exhibitor and Vehicle Move-out

## Florida Sustainable Transportation & Technolo...

February 1 · 9am - February 2 · 4am EST



### Tickets

#### Registration Fee

\$75.00

0 ▼

Sales end on Feb 2, 2023

### Add-ons

#### Sponsorships

\$500.00 ▼

Powered by [eventbrite](#)

English (US) ▼

Check out



## **LEGISLATIVE MEMORANDUM**

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Terese Jones, City Clerk

**DATE:** 1/19/2023

**RE:** Committee/Council Reports

**Committee Reports:**

- Space Coast Transportation Planning Organization
- Space Coast League of Cities
- Tourist Development Council

**Council Reports**

**REQUESTING DEPARTMENT:**

Legislative