



VILLAGE OF NORTH PALM BEACH REGULAR SESSION AGENDA

VILLAGE HALL COUNCIL CHAMBERS
501 U.S. HIGHWAY 1

THURSDAY, MAY 08, 2025
6:00 PM

Deborah Searcy
Mayor

Lisa Interlandi
Vice Mayor

Kristin Garrison
President Pro Tem

Susan Bickel
Councilmember

Orlando Puyol
Councilmember

Chuck Huff
Village Manager

Leonard G. Rubin
Village Attorney

Jessica Green
Village Clerk

INSTRUCTIONS FOR “WATCH LIVE” MEETING

To watch the meeting live please go to our website page (link provided below) and click the “Watch Live” link provided on the webpage:

<https://www.village-npb.org/CivicAlerts.aspx?AID=496>

ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS, DELETIONS, AND MODIFICATIONS TO THE AGENDA

AWARDS AND RECOGNITION

1. Proclamation - Municipal Clerks Week
2. Proclamation - Public Works Week

APPROVAL OF MINUTES

3. Receive for file Minutes of the Regular Session held April 10, 2025
4. Receive for file Minutes of the Regular Session held April 24, 2025

COUNCIL BUSINESS MATTERS

STATEMENTS FROM THE PUBLIC, PETITIONS AND COMMUNICATIONS

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

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

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

- 5. RESOLUTION – INTERLOCAL AGREEMENT WITH TREASURE COAST REGIONAL PLANNING COUNCIL** Approving an Interlocal Agreement with Treasure Coast Regional Planning Council (TCRPC), to update the Citizens Master Plan and Strategic Plan for a total amount of \$30,000; and authorizing execution of the Agreement.
- 6. INTRODUCTION OF APPLICANTS TO BOARDS AND COMMITTEES**
- 7. RESOLUTION** Appointing members to the Audit Committee, Environmental Committee, General Employees Pension Board, Library Advisory Board, Recreation Advisory Board and Waterways Board.

REPORTS (SPECIAL COMMITTEES AND ADVISORY BOARDS)

CONSENT AGENDA

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

- 8.** Receive for file Minutes of the Waterways Board meeting held 3/25/25.
- 9.** Receive for file Minutes of the Library Advisory Board meeting held 3/25/25.

DECLARATION OF EX PARTE COMMUNICATIONS

PUBLIC HEARINGS AND QUASI-JUDICIAL MATTERS

- 10. PUBLIC HEARING AND 2ND READING OF ORDINANCE 2025-09 – CODE AMENDMENT – COUNTRY CLUB** Consider a motion to adopt and enact on second reading Ordinance 2025-09 amending Chapter 9, "Country Club" of the Village Code of Ordinances by amending Sections 9-1 and 9-2 of Article I "In General," to update the General Rules and Regulations applicable to the North Palm Beach Country Club and the enforcement thereof.

OTHER VILLAGE BUSINESS MATTERS

- 11. RESOLUTION – AMENDED AND RESTATED REVOCABLE LICENSE AND INDEMNIFICATION AGREEMENT WITH THE BENJAMIN PRIVATE SCHOOL, INC.** Consider a motion to adopt a resolution approving an amended and restated Revocable License and Indemnification Agreement with The Benjamin Private School, Inc. for parking within the McLaren Road Right-of-Way; and authorizing execution of the Amended Agreement.

COUNCIL AND ADMINISTRATION MATTERS

MAYOR AND COUNCIL MATTERS/REPORTS

- 12. NPB University - "Know Your Department" - Police Department and Fire Department

VILLAGE MANAGER MATTERS/REPORTS

- 13. WORKSHOP** – Ordinance amending Section 45-32.1 of the Village Code of Ordinances to adopt a new Table of Uses for the C-T Transitional Commercial Zoning District.

ADJOURNMENT

If a person decides to appeal any decision by the Village Council with respect to any matter considered at the Village Council meeting, he will need a record of the proceedings, and for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).

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

This agenda represents the tentative agenda for the scheduled meeting of the Village Council. Due to the nature of governmental duties and responsibilities, the Village Council reserves the right to make additions to, or deletions from, the items contained in this agenda.



***DRAFT* MINUTES OF THE REGULAR SESSION
VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA
APRIL 10, 2025**

Present:

Deborah Searcy, Mayor
Lisa Interlandi, Vice Mayor
Kristin Garrison, President Pro Tem
Susan Bickel, Councilmember
Orlando Puyol, Councilmember
Chuck Huff, Village Manager
Len Rubin, Village Attorney
Jessica Green, Village Clerk

ROLL CALL

Mayor Searcy called the meeting to order at 6:00 p.m. All members of Council were present. President Garrison was in attendance by electronic means through the Zoom meetings platform. All members of staff were present.

PLEDGE OF ALLEGIANCE

Vice Mayor Interlandi led the public in the Pledge.

AWARDS AND RECOGNITION

Mayor Searcy read a proclamation for Water Conservation Month.

APPROVAL OF MINUTES

The Minutes of the Regular Session held February 27, 2025 and the Minutes of the Regular Session held March 13, 2025 were approved as written.

STATEMENTS FROM THE PUBLIC

Mary Phillips, 525 Ebbtide Drive, announced that there will be a speaker regarding water conservation on Saturday, April 19th at 10 a.m. at the Country Club. Ms. Phillips also announced that on Saturday, April 12th beginning at 10 a.m., the Environmental Committee would be deploying 100 vertical oyster gardens in Anchorage Park at the marina and piers. Vertical oyster gardens will be given to residents. Ms. Phillips announced that a Fishing Clinic event that will be sponsored by Fish Florida would also take place at Anchorage Park on April 12th.

George Alger, 408 Ebbtide Drive, stated that Fish Florida had donated fishing equipment for children ages 5 through 13. Lott Brothers was also donating someone to teach fishing to the children. On behalf of the Waterways Advisory Board, Mr. Alger stated that the Waterways Board

STATEMENTS FROM THE PUBLIC *continued*

voted to have an Oyster Event and stated that in conjunction with the Environmental Committee and Recreation Advisory Board will bring back a recommendation for the event to Council.

Bill Rose, 36 Yacht Club Drive, expressed his concerns regarding the music that was performed at the Heritage Day Festival.

Chris Ryder, 118 Dory Road S, expressed his concerns regarding changes and safety at Anchorage Park due to the Dry Storage Project.

George Alger, 408 Ebbtide Drive, expressed his concerns regarding safety for children driving electric bikes and running stop signs.

CONSENT AGENDA APPROVED

Item 4 was removed from the Consent Agenda and placed on the Regular Agenda. Thereafter, the Consent agenda, as amended was approved unanimously. The following items were approved:

Receive for file Minutes of the Audit Committee meeting held 1/13/25.

Receive for file Minutes of the Recreation Advisory Board meetings held 1/14/25 and 2/11/25.

Receive for file Minutes of the Library Advisory Board meetings held 1/28/25 and 2/25/25.

Receive for file Minutes of the Business Advisory Board meeting held 2/28/25.

Receive for file Minutes of the Planning, Zoning, and Adjustment Board meetings held 2/4/25 and 3/4/25.

Receive for file Minutes of the Environmental Committee held 3/3/25.

MOTION approving a merit increase of 3% for the Village Manager based on the total score of each Councilmember's performance evaluations.

Councilmember Bickel stated that Mr. Huff received four out of five evaluations from Council that were of good report. One Councilmember's evaluation differed significantly from the other four. Councilmember Bickel stated that she felt that a 3% raise was not sufficient based on the fact that 4 out of 5 Councilmembers evaluation scores were significantly higher than the one Councilmember's evaluation score.

Vice Mayor Interlandi asked if Human Resources Director Jennifer Cain could advise on how to determine a merit percentage increase for Mr. Huff.

Ms. Cain explained the merit calculation sheet that was used to determine Mr. Huff's percentage increase. Ms. Cain stated that the Village code states that the compensation of the Village Manager shall be fixed by the Village Council. Ms. Cain stated that it was customary to total the scores of all of the evaluations and bring forth a recommendation based on the percentage determined through the merit calculation sheet.

A motion was made by Councilmember Bickel and seconded by Vice Mayor Interlandi to grant Mr. Huff a merit increase of 4%.

Discussion ensued between Councilmembers regarding Mr. Huff's potential merit increase.

MOTION approving a merit increase of 3% for the Village Manager based on the total score of each Councilmember’s performance evaluations. *continued*

Thereafter, the motion to grant Mr. Huff a merit increase of 4% was approved 4 to 1 with Mayor Searcy, Vice Mayor Interlandi, President Pro Tem Garrison, and Councilmember Bickel voting aye and Councilmember Puyol voting nay.

DECLARATION OF EX-PARTE COMMUNICATION

Councilmember Bickel declared a voting conflict and recused herself from discussing and voting on Item #12 – Ordinance 2025-08 Major PUD Amendment to the Benjamin School.

Vice Mayor Interlandi declared ex-parte communications with the representatives for the Major Planned Unit Development Amendment Benjamin School and representatives of the Village Place Planned Unit Development.

Mayor Searcy declared ex-parte communications with the representatives for the Major Planned Unit Development Amendment Benjamin School and representatives of the Village Place Planned Unit Development.

ORDINANCE 2025-07 - CODE AMENDMENT – BOARDS AND COMMITTEES

A motion was made by Vice Mayor Interlandi and seconded by Councilmember Bickel to adopt on first reading Ordinance 2025-07 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING ARTICLE I, “IN GENERAL,” OF CHAPTER 2, “ADMINISTRATION,” OF THE VILLAGE CODE OF ORDINANCES BY AMENDING SECTION 2-1, “BOARDS AND COMMITTEES,” TO MODIFY THE REQUIRED MEETING SCHEDULE AND ABSENTEE POLICY, ADD AN ANTI-NEPOTISM PROVISION, AND REQUIRE QUARTERLY REPORTS TO THE VILLAGE COUNCIL; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Rubin explained the purpose of the ordinance was to amend the Village Code related to Boards and Committees by adding a nepotism clause, requiring that all boards and committees schedule a meeting at least once each quarter (in lieu of monthly), with the exception of the Audit Committee which shall meet on an on-call basis. The absence policy was updated to require the removal of a member who misses two regular meetings within a twelve-month period for boards and committees meeting no more than quarterly, subject to the member’s ability to appeal to the Village Manager. The threshold remains at three meetings for those boards and committees meeting monthly. The code was also revised to add a requirement that the chairperson of each board or committee make a report of the board or committee’s activities to Village Council at a regularly scheduled meeting on a quarterly basis.

Councilmember Puyol stated that all of the revisions to the boards and committees’ code that were being proposed were important and that he was in support of them.

Thereafter, the motion to adopt on first reading Ordinance 2025-07 passed unanimously.

ORDINANCE 2025-08 – MAJOR PUD AMENDMENT TO THE BENJAMIN SCHOOL

A motion was made by Councilmember Puyol and seconded by Vice Mayor Interlandi to adopt on first reading Ordinance 2025-08 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING THE BENJAMIN SCHOOL COMMERCIAL PLANNED UNIT DEVELOPMENT TO ADD AN ADJACENT 0.93 ACRE PARCEL TO THE PUD AND EXTEND THE PICK-UP/DROP-OFF LOOP, DEMOLISH THE EXISTING ADMINISTRATIVE OFFICE BUILDING AND CONSTRUCT A NEW ADMINISTRATIVE OFFICE BUILDING, REMOVE THE UNCONSTRUCTED MAINTENANCE FACILITY FROM THE SITE PLAN, AND RECONSTRUCT A PORTION OF PARKING WITHIN THE MCLAREN ROAD RIGHT-OF-WAY; PROVIDING FOR CONDITIONS OF APPROVAL; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Lance Lilly with Chen Moore & Associates introduced himself and began a presentation. Mr. Lilly discussed and explained the property details and location, request by the applicant, site plan, parking layout, existing and proposed architecture elevations, traffic circulation, landscape, waivers #1 and #2 and concluded the presentation by stating that at the April 1st PZAB, the Board recommended approval by a vote of 6 to 1, with the condition that the Applicant provide information addressing the impacts on drainage for McLaren Road caused by the additional impervious parking area within the right-of-way. If the Village decides to approve the subject application, Staff is recommending the following conditions of approval:

- South Florida Water Management District approval prior to issuance of first building permit
- PBC Health Department approval prior to issuance of first building permit
- Unity of Control approved by Village Attorney and recorded prior to issuance of first building permit
- Irrigation Plans to be submitted and approved by the Village prior to issuance of first building permit
- Revocable License and Indemnification Agreement approved by the Village and recorded prior to issuance of first building permit

Lentzy Jean-Louis of Urban Design Studio introduced himself and Mr. David Faus, Head of The Benjamin School introduced himself and gave a brief explanation and history of The Benjamin School and explained the intent of the request for the PUD Amendment.

Mr. Jean-Louis began a presentation and discussed and explained the applicants request, Unity of Control, the Benjamin School's Commercial Planned Unit Development (CPUD) history, the bank parcel history, provide aerial views of the location of the property and presented pictures of the current site plan and proposed site plan. Mr. Jean-Louis continued by discussing the Revocable License and Indemnification Agreement, site data, the existing maintenance building approval, landscape waivers, landscape plan, proposed building foundation planting, the Baker Performing Arts Center Frontage, the Planning, Zoning and Adjustment Board's approval and staff recommendation approval, fire truck movements, and existing/new pervious and impervious area.

Discussion, questions and answers ensued between Councilmembers and representatives of Urban Design Studio and The Benjamin School during and after the presentation.

ORDINANCE 2025-08 – MAJOR PUD AMENDMENT TO THE BENJAMIN SCHOOL *continued*

Thereafter, the motion to adopt on first reading Ordinance 2025-08 passed 4 to 0.

PUBLIC HEARING AND SECOND READING OF ORDINANCE - CODE AMENDMENT – COUNTRY CLUB

A motion was made by Councilmember Puyol and seconded by Vice Mayor Interlandi to adopt and enact on second reading Ordinance – Code Amendment – Country Club entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING CHAPTER 9, “COUNTRY CLUB,” OF THE VILLAGE CODE OF ORDINANCES BY AMENDING SECTIONS 9-1 AND 9-2 OF ARTICLE I, “IN GENERAL,” TO UPDATE THE GENERAL RULES AND REGULATIONS APPLICABLE TO THE NORTH PALM BEACH COUNTRY CLUB AND THE ENFORCEMENT THEREOF; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Rubin explained that the ordinance had passed on first reading at the March 13, 2025 Council meeting. The Village Council adopted the Ordinance on first reading subject to certain revisions that have been incorporated into the Ordinance. The changes included:

- Amending Section 9-1(2) to prohibit the operation of motorcycles, dirt bikes, or all-terrain vehicles at the North Palm Beach Country Club, other than within designated parking areas;
- Amending Section 9-1(2) to allow the operation of specified motorized or electric vehicles, as well as bicycles, skateboards, roller skates, strollers, and wagons, only on paths providing access to the Country Club clubhouse from the Golf Course Addition residential neighborhood or from the driving range, swimming pool, tennis center, or parking areas;
- Allowing persons to be on the golf course one hour before sunrise and one hour after sunset each day (reverting to the original language); and
- Authorizing the Village Manger to waive certain provisions during Village-sponsored special events at the Country Club, including, but not limited to, the Fourth of July and the Holiday Boat Parade.

Vice Mayor Interlandi asked if the ordinance allowed individuals walking on foot to be on the golf course one hour before sunrise and one hour after sunset.

Mr. Rubin explained that you can be physically present on foot only on the golf course and main paths one hour before sunrise and one hour after sunset.

Mayor Searcy opened the public hearing.

Leonard Jakkowski, 108 Lakeshore Drive, expressed his concerns with the proposed ordinance.

Ryan Kadyszewski, 501 Overlook Drive, expressed his concerns with the proposed ordinance.

There being no further comments from the public, Mayor Searcy closed the public hearing.

PUBLIC HEARING AND SECOND READING OF ORDINANCE - CODE AMENDMENT – COUNTRY CLUB *continued*

Vice Mayor Interlandi recommended cameras on the golf course to assist with enforcing the proposed ordinance.

Discussion ensued between Councilmembers, Mr. Rubin, Head Golf Professional Allan Bowman and Interim Police Chief Robert Coliskey regarding the intent and enforcement of the proposed ordinance.

Councilmember Bickel recommended placing security cameras on the golf course and monitoring the situation before making a decision on the proposed ordinance.

Council came to consensus to add security cameras to the golf course.

Additional revisions were recommended by Councilmembers that Mr. Rubin took note of to include in the proposed ordinance.

A motion was made by Councilmember Bickel and seconded Vice Mayor Interlandi to continue the second of reading Ordinance – Code Amendment – Country Club to the next Council meeting scheduled for April 24, 2025.

Thereafter, the motion to continue the second reading of Ordinance – Code Amendment – Country Club passed unanimously.

PUBLIC HEARING AND SECOND READING OF ORDINANCE – VILLAGE PLACE PLANNED UNIT DEVELOPMENT

A motion was made by Vice Mayor Interlandi and seconded by Councilmember Bickel to adopt and enact on second reading Ordinance – Village Place Planned Unit Development entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, CREATING THE VILLAGE PLACE PLANNED UNIT DEVELOPMENT WITHIN THE C-3 REGIONAL BUSINESS ZONING DISTRICT AND APPROVING A MASTER SITE DEVELOPMENT PLAN AND MASTER PHASING PLAN ON 13.155 ACRES OF REAL PROPERTY LOCATED AT THE NORTHWEST CORNER OF PALMETTO DRIVE AND U.S. HIGHWAY ONE, AS MORE PARTICULARLY DESCRIBED HEREIN; PROVIDING FOR DEVELOPMENT OF THE PROPERTY IN ACCORDANCE WITH THE PLANS AND THE CONDITIONS REFERENCED IN THIS ORDINANCE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Lilly discussed and explained the history of the proposed Village Place Planned Unit Development and gave an update on revisions that were made to the proposed project. Mr. Lilly indicated that if the ordinance was adopted there were several conditions in the ordinance that the developer would have to meet for approval and the developer would have to provide site plans for each phase of development.

George Gentile of 2GHO introduced himself and discussed the proposed project.

PUBLIC HEARING AND SECOND READING OF ORDINANCE – VILLAGE PLACE PLANNED UNIT DEVELOPMENT *continued*

Mayor Searcy opened the public hearing.

Rita Budnyk, 804 Shore Drive expressed her concerns regarding the proposed Village Place Planned Unit Development.

Chris Ryder, 118 Dory Road S, expressed his concerns regarding the proposed Village Place Planned Unit Development and code changes that took place in the Village that changed density requirements.

Ron Okolichany, 417 Northlake Drive, expressed his concerns regarding the proposed Village Place Planned Unit Development.

Kim Bichon, 100 Shore Court, expressed her support of the Village Place Planned Unit Development and thanked Council for their work.

Mary Phillips, 525 Ebbitide Drive, stated that she supported development at the Twin City Mall site but did not support the proposed height and density of the Village Place Planned Unit Development.

There being no further comments from the public, Mayor Searcy closed the public hearing.

Councilmember Puyol stated that he did not support the project and would not vote for it.

Vice Mayor Interlandi discussed and explained the proposed project and how it differed from the Nautilus in Lake Park. Vice Mayor Interlandi stated that Council needed to take action on the application that had been presented to them. Vice Mayor Interlandi recommended returning to the decision originally made by the Planning, Zoning and Adjustment Board who recommended approving the project with the contingency of having a site plan before determining that the site plan provided enough public benefit to justify heights. Vice Mayor Interlandi recommended approving the Master Plan but to not vest in the height.

Councilmember Bickel expressed her concerns regarding the proposed project and stated that she would not vote for it.

Mayor Searcy discussed and explained the proposed project and how it compared to what was approved in the Village's 2016 Master Plan. Mayor Searcy stated that she was in support of the project. Mayor Searcy stated that half of Village residents live in multi-family homes and 20% of the land mass of the Village is medium and high density. If the proposed project were to be built to fourteen (14) stories, it would not be considered in the top five (5) highest of what is already built in the Village. Mayor Searcy stated that the proposed project is a true mixed use development and that traffic was coming to the Village and surrounding areas regardless. Mayor Searcy discussed the reasons for the Village needing to raise the millage rate and if nothing is done to raise the tax revenue, the millage rate would need to continue to increase.

PUBLIC HEARING AND SECOND READING OF ORDINANCE – VILLAGE PLACE PLANNED UNIT DEVELOPMENT *continued*

President Pro Tem Garrison stated that she did not disagree with height at the proposed project's location. President Pro Tem Garrison stated that she did not believe that the developer has provided a trade-off relative to what Council has requested since their last Council meeting with the developer. President Pro Tem Garrison stated that it was Council's responsibility to ensure that what was being presented by the developer was in the best interests of the community.

The applicant for the proposed project, Nadir Salour introduced himself and discussed the proposed project. Mr. Salour clarified that if the Master Plan were to be approved, the building of the project would not yet be started until a site plan was presented and approved. Mr. Salour stated that he believed that this was the 4th Master Plan in his career and that he never done a Master Plan that did not have density and heights included and explained how the heights were interconnect to all aspect of the project which including parking and civic space. Mr. Salour stated that he needed clarification on what Council was not comfortable with in the Master Plan that was being presented.

Discussion ensued between Mr. Salour and Councilmembers regarding the proposed project and the Master Plan.

Vice Mayor Interlandi recessed the meeting at 8:51 p.m.

Mayor Searcy reconvened the meeting at 8:56 p.m.

A motion was made by Vice Mayor Interlandi and seconded by Councilmember Bickel to amend the Ordinance – Village Place Planned Unit Development back to the original version as it was presented on first reading on August 22, 2024 with an additional condition of including the site plan for phase one (1) within the next year or it would be brought back for reconsideration.

Discussion ensued between Councilmembers and Mr. Rubin regarding amendments to the Ordinance presented for second reading and whether or not to adopt on second reading the Ordinance that was passed on first reading on August 22, 2024.

Vice Mayor Interlandi and Councilmember Bickel withdrew the previous motion to amend the Ordinance.

A motion was made by Councilmember Bickel and seconded by Vice Mayor Interlandi to amend the Ordinance – Village Place Planned Unit Development back to the original version of the Ordinance that was adopted on first reading on August 22, 2024 with the addition of a site plan submittal due within one (1) year.

Mr. Salour began discussing the requirement of a site plan submittal within one (1) year stating that the one (1) year requirement was too short of a time frame.

Discussion ensued between Councilmembers on the time frame to give Mr. Salour for a site plan submittal.

PUBLIC HEARING AND SECOND READING OF ORDINANCE – VILLAGE PLACE PLANNED UNIT DEVELOPMENT *continued*

A motion was made by Councilmember Bickel and seconded by Vice Mayor Interlandi to amend the Ordinance – Village Place Planned Unit Development back to the original version of the Ordinance that was adopted on first reading on August 22, 2024 with the addition of a site plan submittal due within one (1) year subject to the Village Manager having the ability to extend up to six (6) months and if not submitted within 18 months, the item would have to return to Council for reconsideration.

Thereafter, the motion passed unanimously.

Thereafter, the motion to adopt and enact on second reading Ordinance – Village Place Planned Unit Development as amended passed unanimously.

COUNCIL AND ADMINISTRATION MATTERS

Motion – Designation of voting delegate and alternates for the PBC League of Cities

A motion was made by Vice Mayor Interlandi and seconded by Councilmember Bickel to designate Councilmember Puyol as voting delegate and Vice Mayor Interlandi as alternate voting delegate for the Palm Beach County League of Cities.

MAYOR AND COUNCIL MATTERS/REPORTS

Mayor Searcy thanked everyone in the Village for the best Heritage Day Festival that she's attended. Mayor Searcy thanked staff for their hard work and residents for their participation.

Mayor Searcy encouraged everyone to get their vertical oyster gardens at Anchorage Park on Saturday and for the children to participate in fishing lessons.

Mayor Searcy encouraged residents to apply for the Village's Boards and Committees that have membership openings.

Councilmember Bickel requested a discussion on setbacks on U.S. Highway 1 and a discussion on the possibility of granting additional heights to the condominiums located behind The Brass Ring Pub.

Vice Mayor Interlandi requested that public comments be addressed by staff earlier in the Council meetings rather than at the end of the Council meetings.

Director of Parks and Recreation Ashley Shipman addressed earlier public comment made regarding the music that was performed at the Heritage Day Festival stating that the concerns were addressed with the production manager of the group.

Ms. Shipman gave updates on the Anchorage Dry Storage renovation.

Interim Police Chief Rob Coliskey gave an update on educating schools and bike shops regarding e-bike and scooter safety.

MAYOR AND COUNCIL MATTERS/REPORTS *continued*

Discussion ensued between Interim Police Chief Coliskey, Mr. Rubin and Councilmembers regarding age requirements and safety for driving golf carts and e-bikes.

Councilmember Puyol stated that he attended a workshop facilitated by Sheriff Rick Bradshaw regarding human trafficking. Councilmember Puyol provided statistics regarding human trafficking. Councilmember Puyol encouraged more education and awareness of the topic.

President Pro Tem Garrison thanked Council for allowing her to participate electronically from North Carolina. President Pro Tem Garrison stated that he mother was out of the hospital and doing well.

President Pro Tem Garrison gave special thanks to IT Director Michael Applegate for facilitating her electronic participation.

Councilmember Bickel announced that Mr. Applegate's charity group of the Star Wars Storm Troopers won the best in the parade contest for the Heritage Day Festival.

VILLAGE MANAGER MATTERS/REPORTS

Mr. Huff stated that the Palm Beach North Education Foundation was requesting "Teacher of the Year" sponsors. Mr. Huff asked if Council would consider a Silver Sponsorship of \$1000.

Council came to consensus to provide a Silver Sponsorship donation of \$1000 to Palm Beach North Education Foundation for their "Teacher of the Year" awards.

Mr. Huff announced a "Meet the Chiefs" event to introduce future Chief of Police, Robert Coliskey and future Fire Chief Scott Freseman on April 16th at Anchorage Park from 5 p.m. to 7 p.m. Mr. Huff announced the two chiefs will be sworn in on May 2nd at the Country Club at 4 p.m.

Interim Police Chief Coliskey gave an update on the recent CALEA accreditation for the Village's law enforcement officers.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 9:42 p.m.

Jessica Green, MMC, Village Clerk



DRAFT MINUTES OF THE REGULAR SESSION
VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA
APRIL 24, 2025

Present:

Deborah Searcy, Mayor
Lisa Interlandi, Vice Mayor
Kristin Garrison, President Pro Tem
Susan Bickel, Councilmember
Orlando Puyol, Councilmember
Chuck Huff, Village Manager
Len Rubin, Village Attorney
Jessica Green, Village Clerk

ROLL CALL

Mayor Searcy called the meeting to order at 6:00 p.m. All members of Council were present. All members of staff were present.

PLEDGE OF ALLEGIANCE

Vice Mayor Interlandi led the public in the Pledge.

AWARDS AND RECOGNITION

Commendation – The Conservatory School 10th Anniversary

Mayor Searcy announced that there was a Commendation for The Conservatory School to be read but that the attendees from the school were running late due to a concert. Mayor Searcy stated that she would read the commendation later in the meeting when they arrive.

STATEMENTS FROM THE PUBLIC

Mary Phillips, 525 Ebbtide Drive, gave an update on the fishing clinic that took place on April 12th. Ms. Phillips thanked George Alger, Fish Florida, The Lott Brothers, Coastal Conservation Association of Florida and Police and Fire for their help and participation. Ms. Phillips stated that there were approximately 89 vertical oyster gardens left. Ms. Phillips announced “Earth Day” at Bird Village taking place on Saturday, April 26th and encouraged residents to attend.

Mayor Searcy read the Commendation for The Conservatory School’s 10th Anniversary.

Principal Derek Schuemann thanked Council and gave a brief history of the school.

INTRODUCTION OF COUNTRY CLUB ADVISORY BOARD AND PLANNING ZONING AND ADJUSTMENT BOARD APPLICANTS

The following applicants were introduced to the Village Council:

Michael Beck	Sandra Felis	Cory Cross
Kathy Lancaster	Marc Lefco	Michelle Wallace
David Norris	Karen O’Connell	Jonathan W. Sorenson
Ron Okolichany	Donald Solodar	
Timothy F. Hullihan	Landon Wells	
Carl Mistretta, Jr.	Michael Kalisz	

The following applicants were unable to attend the meeting:

Maricela Torres	Michelle Wallace
David J. Taylor Sr.	Jonathan Haigh
Scott Hicks	Claudia Visconti
Dave Terrana	

RESOLUTION 2025-13 – APPOINTING MEMBERS TO COUNTRY CLUB ADVISORY BOARD AND PLANNING ZONING AND ADJUSTMENT BOARD

By written ballots, the originals of which are attached to the minutes of record, the Council appointed members to the Country Club Advisory Board and the Planning, Zoning and Adjustment Board, as follows:

Country Club Advisory Board: Sandra Felis, David Norris, Karen O’Connell, Kathy Lancaster, Marc Lefco, Michelle Wallace and Landon Wells

Planning, Zoning and Adjustment Board: Cory Cross, Jonathan Haigh, Donald Solodar, Scott Hicks and Claudia Visconti

A motion was made by Councilmember Puyol and seconded by Councilmember Bickel to adopt Resolution 2025-13 entitled:

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, APPOINTING MEMBERS TO THE COUNTRY CLUB ADVISORY BOARD, AND PLANNING, ZONING AND ADJUSTMENT BOARD; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Searcy thanked everyone who applied and stated that there would be appointments to the remaining boards that have openings at the next meeting on May 8th.

Thereafter, the motion to adopt Resolution 2025-13 passed unanimously.

CONSENT AGENDA APPROVED

Councilmember Bickel moved to approve the Consent Agenda. Councilmember Puyol seconded the motion, which passed unanimously. The following items were approved:

Resolution approving a Third Amendment to the Professional Services Agreement with Chen Moore and Associates, Inc. to increase the total amount of compensation for Fiscal Year 2025 to \$150,000; and authorizing execution of the Third Amendment.

CONSENT AGENDA APPROVED *continued*

Receive for file Minutes of the Recreation Advisory Board meeting held 3/11/25.

Receive for file Minutes of the Business Advisory Board meeting held 3/18/25.

Audit Committee Annual Report

Marie Silvani of the Audit Committee gave the Audit Committee Annual Report.

DECLARATION OF EX-PARTE COMMUNICATION

Councilmember Bickel declared a voting conflict and recused herself from discussing and voting on Item #9 – Ordinance 2025-08 Major PUD Amendment to the Benjamin School.

Vice Mayor Interlandi declared ex-parte communications with Ken Tuma of Urban Design Studio regarding the Major Planned Unit Development Amendment to the Benjamin School.

PUBLIC HEARINGS AND QUASI-JUDICIAL MATTERS

PUBLIC HEARING AND SECOND READING OF ORDINANCE 2025-07 – CODE AMENDMENT – BOARDS AND COMMITTEES

A motion was made by Vice Mayor Interlandi and seconded by Councilmember Bickel to adopt and enact on second reading Ordinance 2025-07 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING ARTICLE I, “IN GENERAL,” OF CHAPTER 2, “ADMINISTRATION,” OF THE VILLAGE CODE OF ORDINANCES BY AMENDING SECTION 2-1, “BOARDS AND COMMITTEES,” TO MODIFY THE REQUIRED MEETING SCHEDULE AND ABSENTEE POLICY, ADD AN ANTI-NEPOTISM PROVISION, AND REQUIRE QUARTERLY REPORTS TO THE VILLAGE COUNCIL; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Rubin stated that the ordinance had not changed since its first reading. Mr. Rubin explained the purpose of the ordinance was to amend the Village Code related to Boards and Committees by adding a nepotism clause, requiring that all boards and committees schedule a meeting at least once each quarter (in lieu of monthly), with the exception of the Audit Committee which shall meet on an on-call basis. The absence policy was updated to require the removal of a member who misses two regular meetings within a twelve-month period for boards and committees meeting no more than quarterly, subject to the member’s ability to appeal to the Village Manager. The threshold remains at three meetings for those boards and committees meeting monthly. The code was also revised to add a requirement that the chairperson of each board or committee make a report of the board or committee’s activities to Village Council at a regularly scheduled meeting on a quarterly basis. The quarterly report would not apply to the Audit Committee which would be once per year.

Mayor Searcy opened the public hearing on Ordinance 2025-07.

PUBLIC HEARING AND SECOND READING OF ORDINANCE 2025-07 – CODE AMENDMENT – BOARDS AND COMMITTEES *continued*

Chris Ryder, 118 Dory Road S, expressed his concerns regarding changing the rules pertaining to Boards and Committees.

There being no further comments from the public, Mayor Searcy closed the public hearing.

Councilmember Puyol expressed his support for the revisions to the Boards and Committees ordinance and believed that it would provide a better structure.

Vice Mayor Interlandi agreed with Councilmember Puyol and recommended that the Boards and Committees come up with a strategic plan of goals and provide reports on their accomplishments.

Councilmember Bickel stated that some of the boards and committees ask for extra help outside of a meeting, and recommended making potential applicants aware of those additional duties.

Mayor Searcy expressed her support of revising the ordinance and stated that the boards and committees were a strength to the Village and revisions to the code was Council's desire to perfect the code related to boards and committees.

Thereafter, the motion to adopt and enact on second reading Ordinance 2025-07 passed unanimously.

PUBLIC HEARING AND SECOND READING OF ORDINANCE 2025-08 – MAJOR PUD AMENDMENT TO THE BENJAMIN SCHOOL

A motion was made by Councilmember Puyol and seconded by Vice Mayor Interlandi to adopt and enact on second reading Ordinance 2025-08 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING THE BENJAMIN SCHOOL COMMERCIAL PLANNED UNIT DEVELOPMENT TO ADD AN ADJACENT 0.93 ACRE PARCEL TO THE PUD AND EXTEND THE PICK-UP/DROP-OFF LOOP, DEMOLISH THE EXISTING ADMINISTRATIVE OFFICE BUILDING AND CONSTRUCT A NEW ADMINISTRATIVE OFFICE BUILDING, REMOVE THE UNCONSTRUCTED MAINTENANCE FACILITY FROM THE SITE PLAN, AND RECONSTRUCT A PORTION OF PARKING WITHIN THE MCLAREN ROAD RIGHT-OF-WAY; PROVIDING FOR CONDITIONS OF APPROVAL; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Lance Lilly with Chen Moore & Associates explained the revisions that were made since the first reading of the ordinance. Mr. Lilly stated that since the last Council meeting on April 10th the applicant demonstrated that the revised parking plan within the McLaren Road right-of-way would result in less impervious area. To address the concern, conditions of approval set forth in Section 5 of the ordinance were modified as follows:

- Section 5(C) was modified to reflect that the applicant has already executed the Unit of Control, which is attached to the Ordinance as Exhibit "C." The applicant will be required to record the Unit of Title in the public records prior to the issuance of the first building permit.

PUBLIC HEARING AND SECOND READING OF ORDINANCE 2025-08 – MAJOR PUD AMENDMENT TO THE BENJAMIN SCHOOL *continued*

- Section 5(D) was revised to indicate that the amended Revocable License and Indemnification Agreement for the use of the McLaren Road right-of-way “shall be approved by the Village Council and fully executed prior to the issuance of the first building permit.” Because the original Agreement was adopted by Resolution of the Village Council, the Amended and Restated Agreement will be brought back to the Council on May 8, 2025 for adoption by Resolution.
- Section 5(F) has been revised to clarify that once construction is completed, the applicant shall submit a new Drop Off and Circulation Plan to the Village for review and approval by the Police Department. As set forth in the original PUD Ordinance, the following language has been added: “Should the Village Police Chief determine that the Drop Off and Circulation Plan is not functioning properly or is otherwise detrimental to the public safety and welfare, the applicant shall implement reasonable modifications to the Plan as requested by the Village.

Mayor Searcy opened the public hearing on Ordinance 2025-08.

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

Mayor Searcy asked Interim Police Chief Rob Coliskey and Interim Fire Chief Scott Freseman if they were satisfied with the revisions and if public safety concerns were addressed.

Interim Police Chief Coliskey and Interim Fire Chief Freseman both stated that they were satisfied that the public safety concerns were addressed.

Thereafter, the motion to adopt on first reading Ordinance 2025-08 passed 4 to 0.

CONFIRMATION OF APPOINTMENT OF DEPUTY VILLAGE CLERK

A motion was made by President Pro Tem Garrison, seconded by Councilmember Bickel, and passed unanimously to confirm the appointment of Marquette Fells as Deputy Village Clerk. The Council congratulated Ms. Fells on her appointment.

MOTION – RELEASE OF UNITY TITLE

A motion was made by Councilmember Bickel and seconded by Vice Mayor Interlandi to approve a Release of Unity of Title for the former Village Shoppes Planned Unit Development.

Mr. Rubin stated that NP-Devland Holdings, LLC was requesting that the Village Council release the Unity of Title relating to the existing Village Shoppes Planned Unit Development (PUD). Mr. Rubin explained that the release was required because the Council’s approval of the Village Place PUD repealed all conflicting ordinances, including the prior Ordinance approving the Village Shoppes PUD. The Village Place PUD includes additional properties not included in the Village Shoppes PUD and will be subject to a single Declaration of Restrictions and Covenants administered by a Master Property Owner’s Association.

Mayor Searcy asked for clarification between Village Shoppes and Village Place.

MOTION – RELEASE OF UNITY TITLE *continued*

A map was pulled up on the internet through the Palm Beach County Property Appraiser’s website which showed an aerial view of the Village Shoppes site.

Discussion ensued between Mr. Rubin, Mr. Salour and Councilmembers regarding the parcel or parcels that were being considered for the Release of Unity Title and the reasoning for the need to do the release.

Mr. Rubin explained that ordinance that was presented on 2nd reading at the last Council meeting had the Release of Unity Title included but since the Council adopted the ordinance that was presented on 1st reading, it did not include the Release of Unity Title and therefore the reason for having to bring it back for approval at the current meeting.

Thereafter the motion passed 4 to 1 with Mayor Searcy, Vice Mayor Interlandi, President Pro Tem Garrison and Councilmember Bickel voting aye and Councilmember Puyol voting nay.

MAYOR AND COUNCIL MATTERS/REPORTS

Councilmember Bickel announced that she would not be able to attend the next Council meeting on May 8th.

Mayor Searcy announced the swearing in ceremony for the Village’s new Chief of Police and Fire Chief that would be taking place on Friday, May 2nd at 4 p.m. at the Country Club.

Deputy Village Manager Samia Janjua gave a brief explanation and introduction of the NPB University Series that will help Council and the public understand what each Village Department does and why certain resources are needed to support their work.

NPB University – “Know Your Department – Public Works

Public Works Director Chad Girard began a presentation which featured the Public Works Department’s Mission Statement, Department Organizational Structure, Department Highlights, Department Goals, Objectives, and Project Updates, and the Current Year General Fund Budget Summary which included mid-year financials and future projects.

VILLAGE MANAGER MATTERS/REPORTS

Mr. Huff thanked Village staff for their hard work on the NPB University presentation.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:35 p.m.

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

TO: Honorable Mayor and Members of the Village Council

FROM: Chuck Huff, Village Manager

DATE: May 8, 2025

SUBJECT: **RESOLUTION** – Approval of Agreement with Treasure Coast Regional Planning Council (TCRPC)

Village Staff recommends that the Village Council adopt a Resolution approving an agreement with the Treasure Coast Regional Planning Council (TCRPC) to review data, trends, and the Village's Citizens Master Plan and obtain stakeholder input leading to creation of an updated Village Strategic Plan.

Background:

The Citizens Master Plan, adopted in 2016, along with the Village's Strategic Plan, are key documents that guide long-term planning, community development, and policy direction. As the Master Plan nears its 10-year mark, staff recommends a comprehensive update to reflect the Village's progress, incorporate new community input, and align future initiatives with updated goals.

During the recent Strategic Planning Workshop, the Village Council identified an update to the Strategic Plan as a high-priority initiative. The Council also requested that TCRPC provide a review of the current Master Plan, Village boundaries, and related planning matters, including a cost estimate for the proposed update.

Proposal & Scope of Work:

While the proposed cost is within the Village Manager's purchasing authority, the Manager requested that TCRPC present its approach to the Council for full transparency and to ensure alignment with Council priorities before proceeding.

TCRPC has proposed a five-month planning process that includes:

May:

- Presentation to Village Council and request for authorization to proceed

Month 1: Background Review

- Analysis of current plans (e.g., Master Plan, Comprehensive Plan, Land Development Regulations, Capital Plans)
- Interviews with Village staff, Council members, and key partners (e.g., nearby municipalities, agencies)
- Work session with department heads

Month 2: Planning Kickoff

- Overview of major trends and existing conditions (e.g., population, housing, development)
- Review of Village goals and initiatives
- Identification of challenges, opportunities, and policy priorities
- Development of consensus priorities and direction

Month 3: Draft Plan Development

- Preparation of a Draft Strategic Plan, including key findings and policy linkages
- Review with the Village Manager and department heads
- Refinement and completion of Final Draft

Month 4: Final Plan Presentation

- Presentation of the Final Strategic Plan to Council

Month 5: Final Strategic Plan

- Delivery of the completed Strategic Plan

The attached Resolution and Interlocal Agreement have been prepared and/or reviewed for legal sufficiency by the Village Attorney.

Account Information:

Fund	Department / Division	Account Number	Account Description	Amount
General Fund	Village Manager	A4902-33190	Professional Services	\$30,000

Recommendation:

Village staff recommends that the Village Council adopt the attached Resolution approving an Interlocal Agreement with the Treasure Coast Regional Planning Council to update the Village’s Citizens Master Plan and Strategic Plan, at a cost not to exceed \$30,000, with funds expended from Account No. A4902-33190 (Village Manager – Professional Services), and authorizing the Mayor and Village Clerk to execute the Agreement in accordance with Village policies and procedures.

RESOLUTION 2025-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT WITH THE TREASURE COAST REGIONAL PLANNING COUNCIL TO UPDATE THE CITIZENS MASTER PLAN AND STRATEGIC PLAN AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE THE AGREEMENT; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Village Staff recommended executing an Interlocal Agreement with the Treasure Coast Regional Planning Council (“TCRPC”) to review and update both the Citizens Master Plan and the Village Strategic Plan; and

WHEREAS, TCRPC has provided the Village with a proposed cost and scope of work to perform these services; and

WHEREAS, the Village Council determines that the execution of an Interlocal Agreement with TCRPC is in the best interests of the Village and its residents.

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

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

Section 2. The Village Council hereby approves an Interlocal Agreement to Develop a 2026 Strategic Plan with the Treasure Coast Regional Planning Council, a copy of which is attached hereto and incorporated herein, and authorizes the Mayor and Village Clerk to execute the Interlocal Agreement on behalf of the Village. The total amount of compensation paid to TCRPC shall not exceed \$30,000.00, with funds expended from Account No. A4902-33190 (Village Manager – Professional Services).

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

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

PASSED AND ADOPTED THIS _____ DAY OF _____, 2025.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK

**INTERLOCAL AGREEMENT
BETWEEN THE VILLAGE OF NORTH PALM BEACH
AND THE TREASURE COAST REGIONAL PLANNING COUNCIL
TO DEVELOP A
2026 STRATEGIC PLAN**

This Interlocal Agreement (herein referred to as “Agreement”) is entered into this ____ day of _____, 2025 by and between the Village of North Palm Beach (herein referred to as “Village”) and the Treasure Coast Regional Planning Council (herein referred to as “TCRPC”), each constituting a public agency as defined in Part I of Chapter 163, Florida Statutes.

WITNESSETH:

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

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

WHEREAS, the TCRPC is permitted to provide services to the Village as the TCRPC is established by the State of Florida and considered a public agency in accordance with state law; and

WHEREAS, the Village Council of the Village of North Palm Beach, Florida, has determined that analysis of existing conditions and trends in the Village, including in relation to the Village Master Plan, and solicitation of public input to identify and refine policy priorities and update the Village’s Strategic Plan to be in the best interests of the residents and businesses of the Village of North Palm Beach; and

WHEREAS, the Village of North Palm Beach and the TCRPC desire to enter into this Agreement to accomplish the activities identified above.

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

SECTION 1. PURPOSE

- A. The purpose of this Agreement is to memorialize the terms under which the TCRPC will assist the Village with an analysis of existing conditions and solicitation of public input, culminating in an updated Strategic Plan.
- B. The Village and the TCRPC agree to act in a spirit of mutual cooperation and good faith in the implementation of the Agreement and its purpose.

SECTION 2. EFFECTIVE DATE

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

SECTION 3. GENERAL TERMS AND CONDITIONS

- A. This Agreement shall begin upon execution by both Parties and shall end when the deliverables are complete as identified in the Anticipated Project Schedule contained in Attachment “B” unless terminated earlier in accordance with Section 5.
- B. The TCRPC shall fully perform the obligations identified in the Scope of Services contained in Attachment “A” of this Agreement to the satisfaction of the Village. The TCRPC shall complete the tasks in accordance with the “Anticipated Project Schedule” contained in Attachment “B” unless changes are mutually agreed upon and reduced to writing.
- C. The Village and the TCRPC agree to be governed by applicable State and Federal laws, rules, and regulations.

- D. Modifications of this Agreement may be requested by either Party. Changes must be mutually agreed upon and are only valid when reduced to writing, duly signed by each Party, and attached to the original Agreement.
- E. The Village agrees to:
 - 1. Assist in the development of documents necessary to conduct the analysis and update the Strategic Plan;
 - 2. Provide all necessary contact information, distribution lists, and assistance in posting information on the Village's website;
 - 3. Provide all necessary public notice as required by Florida Statutes;
 - 4. Provide venues for all public workshops and meetings; and
 - 5. Process all requests for reimbursement in a timely manner.

SECTION 4. RECORD KEEPING

- A. The TCRPC shall retain all records related to this Agreement for a time period consistent with the State of Florida Public Records Retention Schedule, as may be amended from time to time.
- B. The TCRPC shall allow access to its records during normal business hours and upon reasonable advance requests of the Village, its employees and agents.

SECTION 5. TERMINATION

This Agreement may be terminated for convenience by either Party on thirty (30) days written notice, or for cause if either Party fails substantially to perform through no fault of the other and does not commence correction of such nonperformance within five (5) days of written notice and diligently complete the correction thereafter. The Village shall be obligated to pay the TCRPC for only its work completed up to the date of termination pursuant to this paragraph.

SECTION 6. REMEDIES

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

SECTION 7. INDEMNIFICATION

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

SECTION 8. SEVERABILITY

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

SECTION 9. ENTIRETY OF AGREEMENT

This Agreement represents the entire understanding between the Parties. This Agreement may be modified and amended only by written instrument executed by the Parties hereto in accordance with Section 3.

SECTION 10. NOTICE AND CONTACT

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

For North Palm Beach:

Chuck Huff, Village Manager
Village of North Palm Beach
501 US Highway 1
North Palm Beach, FL 33408

For the TCRPC:

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

SECTION 11. FUNDING/CONSIDERATION

- A. This is a fixed fee Agreement based on the Scope of Services as identified in Attachment “A.” As consideration for performance of work rendered under this Agreement, the Village agrees to pay the TCRPC a fixed fee of Thirty Thousand Dollars and Zero Cents (\$30,000.00); which includes travel, attendance at all required public meetings and workshops, out-of-pocket expenses (printing and reproduction costs), mail, couriers, subconsultant costs, and other costs related to the services provided, and excludes advertising, promotional, and meeting venue expenses.
- B. The satisfactory completion of deliverables by the TCRPC, in accordance with general industry standards and best practices and submission of an invoice to the Village, shall be considered the TCRPC’s request for payment according to the project milestone schedule contained in Attachment “A”. The Village shall pay the TCRPC within thirty (30) days of receipt of an invoice.
- C. Additional services may be provided by the TCRPC to the Village following a written amendment to this Agreement for such services based on a flat fee of Two Hundred Dollars and Zero Cents (\$200.00) per hour.

SECTION 12. CHOICE OF LAW; VENUE

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

SECTION 13. ATTORNEY’S FEES

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

SECTION 14. DELEGATION OF DUTY

Nothing contained herein shall deem to authorize the delegation of the constitutional or statutory duties of the officers of the Village or the TCRPC.

SECTION 15. FILING

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

SECTION 16. EQUAL OPPORTUNITY PROVISION

The Village and the TCRPC agree that no person shall, on the grounds of race, color, ancestry, creed, religion, sex, national origin, political affiliation, disability, age, marital status, family status, pregnancy, sexual orientation, or gender identity be excluded from the benefits of, or be subject to any form of discrimination under, any activity carried out in the performance of the Agreement.

SECTION 17. PUBLIC RECORDS

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

- A. Keep and maintain public records required by the Village to perform this service.
- B. Upon request from the Village's custodian of public records, provide the Village with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the TCRPC does not transfer the records to the Village.
- D. Upon completion of the Agreement, transfer, at no cost, to the Village all public records in possession of the TCRPC or keep and maintain public records required by the Village to perform the services. If the TCRPC transfers all public records to the Village upon completion of the Agreement, the TCRPC shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the TCRPC keeps and maintains public records upon completion of the Agreement, the TCRPC shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Village, upon request from the Village's

custodian of public records, in a format that is compatible with the information technology systems of the Village.

IF THE TCRPC HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE TCRPC'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE VILLAGE CLERK JESSICA GREEN, RECORDS CUSTODIAN FOR THE VILLAGE, AT: (561) 841-3355; NPBCLERK@VILLAGE-NPB.ORG; OR 501 US HIGHWAY 1, NORTH PALM BEACH, FL 33408.

[Remainder of page intentionally blank]

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

Village of North Palm Beach

ATTEST:

By: _____
Jessica Green
Village Clerk

By: _____
Deborah Searcy
Mayor of the Village of North Palm Beach

Approved as to form and legal sufficiency:

By: _____
Leonard G. Rubin
Village Attorney

Treasure Coast Regional Planning Council

ATTEST:

By: _____
Phyllis Castro
Accounting Manager

By: _____
Thomas J. Lanahan
Executive Director

Approved as to form:

By: _____
Keith W. Davis
General Counsel

ATTACHMENT A

SCOPE OF SERVICES

FOR PLANNING ASSISTANCE TO DEVELOP A VILLAGE OF NORTH PALM BEACH 2026 STRATEGIC PLAN

MAY 1, 2025

PROJECT DESCRIPTION

The Village of North Palm Beach (Village) seeks to engage the Treasure Coast Regional Planning Council (TCRPC) to conduct background analysis, public outreach, meeting facilitation, and develop an updated Village Strategic Plan. The Scope of Services will include the following:

- Undertake due diligence research to assess current plans, data, and trends relevant to the Village, including meetings with Village staff and intergovernmental entities.
- Conduct a series of structured public input activities, including meetings with Council members and strategic planning workshops with the Village Council to identify and refine policy priorities, programs, and projects, including a review of the Village Master Plan pursuant to development activity; and
- Develop a 2026 Village Strategic Plan for presentation to the Village Council.

SCOPE OF SERVICES

Task 1: Due Diligence and Background Review

Project Meetings

TCRPC will facilitate all staff meetings and project coordination meetings needed for the Village of North Palm Beach Strategic Plan. The purpose of Staff Meeting One will be to clarify the project schedule and goals; gather background data; review ongoing projects, programs, and activities; and refine the project schedule as needed. The Village will provide all background documentation. Additional staff meetings will be scheduled as needed throughout the project to maintain clarity and consistency.

Staff Meeting One will be scheduled with the Village staff in the first month of the project following execution of the interlocal agreement. TCRPC will be responsible for logistics, agendas, facilitation, and meeting summaries for all staff meetings.

Due Diligence

Base Documentation

TCRPC will review, with assistance from the Village, necessary base documentation for the project, including the comprehensive plan, land development regulations, stormwater master plan, vulnerability assessment, capital improvement plan, major development permits, annual reports, and other documents and data as appropriate.

Staff and Stakeholder Meetings

TCRPC will facilitate meetings with Village staff to review base documentation and identify other relevant issues. In conjunction with Village staff, TCRPC will facilitate intergovernmental meetings with adjacent municipalities, Palm Beach County, Palm Beach Transportation Planning Agency, Florida Department of Transportation, South Florida Water Management District, and Seacoast Utilities to identify relevant coordination projects and programs.

Village Council Meetings

In conjunction with Village staff, TCRPC will facilitate individual meetings with Village Council members to help identify and inform preliminary priorities for consideration in the Strategic Plan.

Task 1 Deliverables

1. Updated Project Schedule
2. Facilitation of Staff Meeting One and Intergovernmental Meetings
3. Facilitation of Council Member Interviews
4. Project Memorandum #1, including:
 - a. Summary of Due Diligence
 - b. Summary of Task 1 Meetings and Initial Findings

Task 2: Village Council Workshop

Following the completion of Task 1, TCRPC will facilitate a Village Council Workshop to initiate the public process and identify priorities for consideration in the 2026 Strategic Plan. TCRPC will provide a workshop presentation addressing the strategic plan process; review of major trends; high-level overview of existing Village plans and documents; review of development activity as compared to the Village Master Plan; and discussion of successes, challenges, opportunities, and concerns.

Task 2 Deliverables

1. Facilitation of Workshop 1
2. Workshop Presentation
3. Summary of Council Discussion

Task 3: Draft Strategic Plan

Following Task 2, TCRPC will facilitate Staff Meeting Two to review the input received in the Village Council Workshop and identify issues requiring additional coordination with Village staff and intergovernmental partners, for which TCRPC will facilitate additional coordination meetings and analysis as needed. TCRPC will synthesize input and data collected through the process and develop a Draft 2026 Plan. The Plan will include a summary of the plan process, trends, and policy priorities as well as the relationship of policy priorities and potential modifications to adopted Village documents such as the comprehensive plan and Village Master Plan. TCRPC will facilitate Staff Meeting Three to present the Draft 2026 Strategic Plan to Village staff. Village staff will provide one set of consolidated edits for integration into the Draft 2026 Strategic Plan.

Task 3 Deliverables

1. Facilitation of Staff Meetings Two and Three
2. Facilitation of Follow-up Intergovernmental Meetings
3. Draft 2026 Strategic Plan

Task 4: Village Council Presentation

Following confirmation by Village staff, TCRPC will present an overview of the Draft 2026 Strategic Plan to the Village Council at a public meeting.

Task 4 Deliverables

1. Facilitation of Village Council Presentation
2. Village Council Presentation

Task 5: Final Strategic Plan

TCRPC will incorporate edits identified by the Village Council into a Final 2026 Strategic Plan, which will be transmitted to Village staff for review. Village staff will provide one set of consolidated edits, which will be incorporated into the Final 2026 Strategic Plan for transmittal to the Village.

Task 5 Deliverables

1. Final 2026 Strategic Plan

DELIVERABLES

DELIVERABLE	FORMAT
Project Memoranda	Electronic copies in MS Word & PDF formats
Workshop and Village Council Presentations	Electronic copies in PowerPoint & PDF formats
2026 Strategic Plan (Draft and Final)	Electronic copy in PDF format

FEES AND REIMBURSABLE EXPENSES

Professional services described in this scope of services will be performed for a fixed fee of **\$30,000 (Thirty Thousand Dollars and Zero Cents)**, payable after project milestones listed below. The total fee includes travel, out-of-pocket expenses (printing and reproduction costs), mail, couriers, subconsultant costs, and other costs related to the professional services.

TCRPC will provide all work and products, outlined in the scope above, payable per the following schedule. It does not include advertising costs for any public workshops or hearings, meeting venue costs, or meeting refreshments. Additional presentations, meetings, or work beyond what is stipulated in the Scope of Services section of this Agreement will be billed at a rate of \$200.00 per hour.

KEY ACTION	% OF TOTAL	FEE
Execution of the Interlocal Agreement	10%	\$3,000
Completion of Task Two	30%	\$9,000
Completion of Task Three	30%	\$9,000
Completion of Task Five	30%	\$9,000
Total Fee	100%	\$30,000

ANTICIPATED SCHEDULE

An anticipated project schedule, contingent upon execution of the Interlocal Agreement in May 2025 is provided in Attachment B.

ATTACHMENT B

	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
Staff Meeting One (Kickoff)					
Due Diligence, Intergovernmental Meetings					
Village Council Member Meetings					
Village Council Workshop					
Staff Meeting Two (Workshop Review)					
Additional Intergovernmental Meetings (if needed)					
Transmittal of Draft Plan					
Staff Meeting Three (Draft Plan Review)					
Village Council Presentation					
Transmittal of Final Plan					

VILLAGE OF NORTH PALM BEACH

2025 BOARD APPLICANTS

Current openings and applicants for the Audit Committee, Environmental Committee, General Employee Pension Board, Library Advisory Board, Recreation Advisory Board and Waterways Board are listed below. The Village Council may appoint new members or reappoint incumbents at its discretion. The term of appointment varies, depending on the Board and the Village Council may modify the duration at the time of appointment in order to provide for staggered terms.

Audit Committee

6 Seats	3 year term. Two (2) appointees will serve 2 year terms. Four (4) appointees will serve 3 year terms.	
Requirements	Village Resident, with educational and/or practical experience in the fields of finance or business.	
5 Applicants	Darryl Aubrey	(Incumbent, Retired, 1 absence)
	Allen Kramer	(Incumbent, Senior Finance Manager, No absences)
	Chad Misselhorn	(Freelance Web Designer)
	Leanne Schmitt	(Manager, Director of Star Mountain Capital)
	David H. Talley	(Incumbent, Retired, 1 absence)

Environmental Committee

4 Seats	2 year term	
Requirements	Village Resident	
4 Applicants	Ellen Donlan Allen	(Incumbent, 2 absences)
	Brian Bartels	(Incumbent, 2 absences)
	Mary Phillips	(Incumbent, No absences)
	Elizabeth Rivera	

General Employees' Pension Board

2 Seats	2 year term.	
Requirements	Village Resident	
3 Applicants	Roberto Flores	Interested in 2 boards General Employees' Pension Board #1, Waterways Board #2
	Francine Mantyh	(Incumbent, No absences)
	Karen Schmitt Roberts	(Previously served on General Employees' Pension Board)

Library Advisory Board

4 Seats	2 year term	
Requirements	Village Resident	
4 Applicants	Brad Avakian	(Incumbent, 1 absence)
	Christine Delguzzi	(Incumbent)
	Bonnie Jenkins	(Incumbent)
	Maricela Torres	Interested in 2 boards Library Advisory Board #1, Environmental Committee #2

Recreation Advisory Board

5 Seats 2 year term

Requirements Village Resident

5 Applicants Emily Bales

 Jennifer Gold Dumas (Incumbent, 1 absence)

 Jason Frogge (Incumbent)

 Brigid Misselhorn (Infrastructure Surtax Committee Member)

 Jonathan W. Sorenson

Waterways Board

4 Seats 3 year term

Requirements Village Resident

3 Applicants Bruce Crawford (Incumbent, 5 absences)

 Edward Crawford

 Dave Terrana Interested in 3 boards
 Waterways Board #1, Environmental Committee #2, Audit Committee #3

AUDIT COMMITTEE APPLICANTS

OK



THE VILLAGE OF
North Palm Beach

Office of the Village Clerk
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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Dr. Darryl C. Aubrey HOME PHONE 561-670-0396

ADDRESS 1100 Marine Way West, Unit ATH, North Palm Beach, FL 33408

OCCUPATION Retired BUSINESS PHONE _____

BUSINESS ADDRESS _____

E-MAIL ADDRESS (optional) dcaubrey@outlook.com Resume attached? (optional) Yes No

Brief Description of Education/Experience BS in Chemical Engineering, MBA Degree, Doctor's Degree in Management

How long have you lived in North Palm Beach? 25 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Served on Village Council for 17+ years including 5 terms as Mayor. Currently on the Audit Committee.

Do you currently serve on a Village Board? Yes No If yes, which one? Audit Committee

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? To contribute to the success of the Village

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?
The Audit Committee works with the outside Auditor to understand the Audit process and to respond to the Village Manager and the Village concerns or needs about the audit process or the audit. I have extensive management experience.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? Spent 30+ years in executive positions with Exxon and IBM, and 11 years as a tenured university faculty member in CT.

Signature Darryl C Aubrey Date March 4, 2025

ALL MEMBERS OF VILLAGE ADVISORY BOARDS OR COMMITTEES ARE REQUIRED TO COMPLETE ETHICS TRAINING AND SUNSHINE LAW TRAINING WITHIN 60 DAYS OF APPOINTMENT.
** Pension Board members and Planning, Zoning, and Adjustment Board members must file a limited Financial Disclosure Statement within 30 days of appointment and annually thereafter. Contact the Clerk's Office for more information.*

***Please Note*: Per Section 2-1(m)(2) of the Village Code of Ordinances if any member of a board or committee is absent from three (3) regular meetings within a twelve month period (from May 1 to April 30), the village clerk shall notify the member in writing that he or she shall be removed from the board or committee.**

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V. M

APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Allen Kramer HOME PHONE 561-385-2147

ADDRESS 961 Dogwood Road

OCCUPATION Sr. Finance Manager BUSINESS PHONE _____

BUSINESS ADDRESS 6000 Broken Sound Parkway NW, Boca Raton, FL 33487

E-MAIL ADDRESS (optional) kramer.alleng@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience Bachelors in Finance, 15 years work experience in a few finance roles

How long have you lived in North Palm Beach? 22 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. 2 years Audit Committee

Do you currently serve on a Village Board? Yes No If yes, which one? Audit

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|--|--|
| <input checked="" type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board* |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? by using my background and experience to help serve my community

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

DocuSigned by:

Signature Date 3/31/2025

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Certificate Of Completion

Envelope Id: 93E653F0-D5B6-4B82-92CE-0970AF92E499	Status: Completed
Subject: Here is your signed document: Application for Appointment_FINAL revised on 3-3-25_FILLED.pdf	
Source Envelope:	
Document Pages: 1	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Disabled	Envelope Originator:
Envelopeld Stamping: Disabled	Allen Kramer
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	6000 Broken Sound Parkway NW
	Suite 200
	Boca Raton, FL 33487
	AKramer@orangetheory.com
	IP Address: 68.251.32.164

Record Tracking

Status: Original	Holder: Allen Kramer	Location: DocuSign
3/31/2025 10:29:26 AM	AKramer@orangetheory.com	

Signer Events

Allen Kramer
 AKramer@orangetheory.com
 Senior Finance Manager
 Ultimate Fitness Group, LLC / OTF Franchisor, LLC
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 E935D085177A451...
 Signature Adoption: Drawn on Device
 Using IP Address: 68.251.32.164

Timestamp

Sent: 3/31/2025 10:29:36 AM
 Viewed: 3/31/2025 10:29:40 AM
 Signed: 3/31/2025 10:31:24 AM
 Freeform Signing

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Allen Kramer
 kramer.alleng@gmail.com
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 3/31/2025 10:31:25 AM

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	3/31/2025 10:29:36 AM
Certified Delivered	Security Checked	3/31/2025 10:29:40 AM
Signing Complete	Security Checked	3/31/2025 10:31:24 AM
Completed	Security Checked	3/31/2025 10:31:25 AM

Payment Events	Status	Timestamps
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EXPERIENCE

Orangetheory Fitness
Boca Raton, FL

- Lead, plan, and coordinate FP&A team deliverables to effectively manage team workload and performance

Sr. Manager, FP&A
08/2023 – Present

- Partner with cross-functional business leaders to solve business issues, enhancing competitive advantage

Treasury Manager
03/2022 – 08/2023

- Liaison with Accounting team by providing input into monthly close process on key P&L drivers, including price, mix, volume analysis
- Generate monthly financial analysis and reporting to ensure tracking to annual plan
- Build and maintain complex financial models including budget development, scenario analysis, debt structure, and cash forecasting
- Manage securitization financing structure including weekly and quarterly reporting as well as overall compliance with indenture and annual securitization audit
- Organize annual business insurance renewal process
- Oversee banking structure, ensuring products meet business needs

E.L. Haynes Public Charter School
Washington, DC

Director, Budget & Finance
06/2015 – 03/2022

- Drive analysis and formulation of the \$32M annual budget to ensure alignment to organization goals while ensuring fiscal responsibility
- Prepare and analyze monthly forecasts, including the evaluation of assumptions, to ensure effective, timely, and actionable financial information
- Prepare communications to senior management and Board of Trustees including Audit, Finance, and Facilities Committee

Manager, Budget & Finance
05/2013 – 06/2015

- Educate budget owners on resources and spending; incorporate feedback for improvements
- Streamline processes by integrating technology to provide better transparency
- Manage entire grant lifecycle for a portfolio of \$2MM in federal funds
- Guide clean and timely annual financial statement audits during FY2019-FY2021
- Manage \$8MM investment portfolio ensuring adherence to school's strategy
- Manage one employee responsible monthly reconciliation and accounts payable/receivable
- Assemble research and analysis that shapes organizational spending

EDUCATION & COURSEWORK

FLORIDA STATE UNIVERSITY
Bachelor of Science
Major: Finance
Minor: Economics

BLOC.IO
Coding Bootcamp

GEORGETOWN UNIVERSITY
Certificate in Education Finance

BLOC PROJECTS

BLOCTIME
Angular.js, Firebase
-Pomodoro style
time-management system

TODAY IN HISTORY
AWS, APIs
-Amazon Alexa skill that retrieves
events from today's date in history

SKILLS

- Financial planning and analysis
- NetSuite / NetSuite Planning and Budgeting
- Advanced Microsoft Excel
- Problem-solving
- Project management
- Communication
- Technology utilization



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Chad Misselhorn HOME PHONE 561-707-9568

ADDRESS 745 Westwind Drive North Palm Beach, FL 33408

OCCUPATION Freelance Web Designer BUSINESS PHONE _____

BUSINESS ADDRESS N/A

E-MAIL ADDRESS (optional) cwyllie0@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience BS in Computing for digital media from UCF

How long have you lived in North Palm Beach? Almost 9 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. None currently

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|--|---|
| <input checked="" type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board * |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? I was inspired to volunteer after seeing my wife Brigid's involvement on ISOC.

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? Not yet

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

I would be helping to oversee the independent audits of the village's financial and assist in conducting analyses as requested by the village council. I can offer my technical computer skills to these efforts.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? Thank you for considering my application to the Audit committee, I look forward to serving our wonderful community.

Signature Date 4-1-25

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OK

APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Leanne Schmitt HOME PHONE 3059031851

ADDRESS 604 Eastwind Drive

OCCUPATION Managing Director & Partner, Star Mountain Capital BUSINESS PHONE 3059031851

BUSINESS ADDRESS 2 Grand Central Tower at 140 E. 45th Street, 37th Floor, New York, NY 10017

E-MAIL ADDRESS (optional) beautyfilms@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience B.S. Computer Science, Fordham University, M.B.A., Keller Graduate School of Business

How long have you lived in North Palm Beach? 9 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc _____

Boggy Creek Foundation Investment Committee Member (current)

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- 1 Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? Given my 20+ year background of finance and investments, I would like to contribute my knowledge to our community

For new applicants only. Have you attended any meetings of the board or committee for which you are applying? No

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

The primary responsibility of the audit committee shall be to oversee and monitor the independent audits of the village's financial statements from the selection of the independent auditors to the resolution of audit findings. Given my background, I expect to contribute my knowledge in review of studies and analysis

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

Signature Date 4/14/2025

ALL MEMBERS OF VILLAGE ADVISORY BOARDS OR COMMITTEES ARE REQUIRED TO COMPLETE ETHICS TRAINING AND SUNSHINE LAW TRAINING WITHIN 60 DAYS OF APPOINTMENT.
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Leanne T. Schmitt

North Palm Beach, Florida
mobile 305.903.1851 email beautyfilms@gmail.com
<https://www.linkedin.com/in/leanneschmitt/>

EMPLOYMENT

Star Mountain Capital, New York, New York March 2023- present
Managing Director, Investor Relations & Business Development

Institutional, RIA and Wealth Management Investor Relationships

- Star Mountain Capital is a U.S. Lower Middle-Market private credit direct lending and credit secondaries investment manager with \$4.2 billion in AUM, founded in 2010
- Presents value added private lending investment model of direct lending and credit secondaries including portfolio company origination, underwriting and portfolio management to institutional plan sponsor staff, investment boards, consultants, manager research analysts, RIAs and wealth management advisors across North America
- Established relationships with CIO's and key decision makers across public defined benefit plans, corporate pension plans, endowments, foundations, wealth management, RIAs, intermediary home offices and insurers
- Developed and leads internal institutional consultant criteria, tiering, firm overview templates and roadmap for global manager research and field consultant coverage
- Training, development and recruitment of client service and investor relations staff, while improving operational efficiencies within the fundraising lifecycle
- Founding member of the Star Mountain Capital DEI Committee

Thought Leadership and Content Development

- Speaks at nationwide industry conferences and authors thought leadership for use on their respective platforms (i.e. NCPERS, FPPTA, KAYO Women in Private Funds)
- Develops client facing investment messaging for both institutional and intermediary investors, focusing on highlighting our value proposition as the leader in the U.S. Middle-Market private credit, competitive analysis and educational content
- Authors, edits and signs off on external RFPs, RFIs and press releases

Intech Investment Management LLC, West Palm Beach, Florida June 2003- February 2023
Managing Director, Investment Specialist - Portfolio Management Group

Institutional and Intermediary Investor Relationships

- Intech is a global quantitative equity firm with \$22 billion in AUM, independently owned and managed since March 2022
- Presents sophisticated mathematical investment philosophy, process, investment portfolio and performance results to institutional plan sponsor staff, investment boards, consultants, manager research analysts, RIAs and wealth management advisors across North America (i.e. New York City, Boston, Newark, Chicago, Newport Beach)
- Established relationships with CIO's and key decision makers across public defined benefit and contribution plans, wealth management, intermediary home offices, insurers and retirement platforms
- Facilitates client meetings as a proxy for Portfolio Managers and provides in-depth, sophisticated insights into Intech strategies' performance attribution and market structure
- Coordinated a multi-billion dollar mutual fund transition as acting sub advisor, including market demand analysis, preparation of fund trustee materials, transition cost analysis, marketing material collaboration and amendments of Fund prospectus'
- Active member and coordinator of Women of Intech committee, including local beach cleanups, women in wealth and the art of negotiation education

Thought Leadership and Content Development

- Develops client facing investment messaging for both institutional and intermediary investors, focusing on setting strategy expectations and explaining the potential investment outcomes
- Created and co-authored various thought leadership pieces in the area of program trading and seeking best execution quality
- Authors, edits and signs off on external RFPs and RFIs given extensive knowledge of the firm, investment philosophy, process, custom attribution, product array and vehicles

Senior Quantitative Portfolio Analyst / Trader, Portfolio Management June 2003-October 2010

Portfolio Management

- Responsible for the operation, engineering and support of Intech's proprietary trading system
- Management of daily rebalancing trades for all Intech strategies, which included domestic, international and global equity portfolios during the firm AUM peak of \$72 billion in 2007
- Designed, developed, and documented implementation procedures for all applications within the trading environment life
- Processed daily corporate actions for a union of over 3,000+ benchmark securities, reviewed daily brokerage and accounting reconciliation reports for outliers
- Collaborated with investors on customized trade execution reports and performed simulated trading cost analysis for existing/new product development
- Maintained program trading executing brokerage relationships, trading cost analysis and trade order allocation with some of the world's largest program trading firms
- Presented trading demonstrations as part of institutional investor client, consultant and prospect onsite and offsite meetings

Salomon Smith Barney, NY, NY

August 2001-April 2003

Equity Finance Systems Development – Global Prime Broker

IT Associate – Web Developer

- New client development of extracts, reports and account configuration for the Prime Brokerage Internet and Intranet working closely with traders on the desk.
- Application development using JAVA and JSP on the Internet and Intranet systems.
- Sybase database programming skills, which include stored procedures, transactions, and database design.
- Following 9/11, appointed Head of the Disaster Recovery team for the Prime Brokerage Support Team implementing user tests and monitoring DR website.

Kiwibox Media, NY, NY

September 2000- May 2001

Web Programmer

- Online teen magazine offering users the ability to author articles on subjects ranging from music to fashion, kiwi note messaging, custom profile capabilities and instant kiwi messenger
 - Maintain and update Kiwibox.com using ASP, active server pages programming, VB and HTML
 - Database programming using SQL and review the information submitted by users.
- Assist Senior Web Developer with web projects, such as running user contests, polls through the site, and tables.

Fordham University Computer Science Dept., NY, NY

January 2000-May 2001

Teachers Assistant for Professor J. Kelly

- Developed and debugged C++ programs for an Introduction to Computer Science course.
- Assisted students with C++ and HTML programming in computer lab.

EDUCATION

Keller Graduate School of Business Graduation Date: Sept 2007
Degree: Master of Business Administration *Obtained while working full time*
Concentration: International Business with Entrepreneurial Focus

Fordham University Graduation Date: May 2001
Degree: Bachelor of Science
Major: Computer Science
Sports: Division I Women's Soccer 1997, Women's Rugby 1998-2001
Volunteer Work: Inner City Primary School Tutor facilitated by Jesuit Scholastics

CERTIFICATIONS Series 7 and 63 Licensed
Diversity, Equity & Inclusion in the Workplace Certificate, University of South Florida
Level I Candidate in CAIA program

COMPUTER EXPERIENCE WithIntelligence, Fintrx, Preqin, Pitchbook, Morningstar, Salesforce, eVestment, Microsoft Office Suite (Excel, PowerPoint, Word), C, Bash, SQL, HTML, Python, Linux OS, Photoshop

LANGUAGE Conversant in Spanish

ACTIVITIES Palm Beach Community College Career Mentor and Career Panelist during annual Math Awareness Week, Fordham University Women in Business member and Career Panelist during the annual Computer Science week, WIPN We Inspire. Promote. Network National Member. Outdoor sports including running, tennis and fishing

REFERENCES Excellent references provided upon request.



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V.M.
OK

APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME David H. Talley HOME PHONE 561-315-0097

ADDRESS 854 Fathom Road W., NPBeach

OCCUPATION Retired BUSINESS PHONE N/A

BUSINESS ADDRESS N/A

E-MAIL ADDRESS (optional) d.talley@comcast.net Resume attached? (optional) Yes No

Brief Description of Education/Experience B.A. - BUSINESS & Psychology

How long have you lived in North Palm Beach? 53 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc.
see attached resume

Do you currently serve on a Village Board? Yes No If yes, which one? Audit, Bus Adv Bd

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- 1 Audit Committee
- 2 Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- 3 Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? _____
For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?
would like to apply for Library Advisory Board

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

Signature David H. Talley Date March 6, 2025

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David H. Talley

A former Chamber of Commerce president and banker, some of Mr. Talley's Community Service/Professional Affiliations include serving on the following Boards.

- Palm Beach State College Board of Trustees (2001–2014)
- Past Chair of the Trustees Commission Florida (representing all 28 Florida community colleges) for the Association of Florida Colleges (AFC) (2009-2010)
- Florida Community College Trustee of the Year (2009)
- Board of Directors of the Florida College System Foundation (2009-2012)
- Florida Chamber of Commerce Board of Directors (1986-1988)
- CareerSource Palm Beach County, Inc.
 - Chairman, Board of Directors, Executive Committee
 - Financial Planning Committee
 - One-Stop Delivery System Committee
 - Youth and Young Adult Outreach Committee
- Association of Community College Trustees
 - Board of Directors (2010-2014)
 - Southern Regional Chair (2010-2012)
 - Finance & Audit Committee as an associate member (2008-2009)
 - Florida State Coordinator
 - Governance & Bylaws Committee
 - Southern Region Nominating Committee (2007-2009)
 - Communications & Education Committee (2011-2012)
- Palm Beach State College Bachelor's Degree Business Partnership Council
- Port of Palm Beach Audit Committee
- President's Community Council of Florida Atlantic University
- Roger Dean Stadium Advisory Board
- School District of Palm Beach County Audit Committee, Chairman
- State Attorney Advisory Board
- Village of North Palm Beach
 - Audit Committee
 - Business Advisory Council
 - Golf Advisory Council — *Previous*
- Criminal Justice Commission Corrections Committee
- Former President and Chief Executive Officer of the Northern Palm Beach Chamber of Commerce
- Past Chair of the Forum Club of the Palm Beaches (2000-2001)
- Charter School District Advisory Committee for the School District of Palm Beach County (2005-2008)
- Governing Board – Palm Beach Gardens Medical Center (2004-2014)
- Past Chair of the Palm Beach County Convention and Visitor's Bureau (1995-1997)
- Past Chair of the Florida/Puerto Rico Affiliate of the American Heart Association (1990-1992)

**ENVIRONMENTAL COMMITTEE
APPLICANTS**

OK



THE VILLAGE OF

North Palm Beach

Office of the Village Clerk

501 U.S. HIGHWAY ONE • NORTH PALM BEACH, FLORIDA 33408-4906 • 561-841-3355 • FAX 561-881-7469

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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Ellen Donlan Allen HOME PHONE 305-333-0404

ADDRESS 623 Westwind Dr

OCCUPATION Section Leader, Vegetation Management BUSINESS PHONE 305-333-0404

BUSINESS ADDRESS 3301 Gun Club Rd

E-MAIL ADDRESS (optional) ellen.donlan@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience BS Botany, Environmental MBA

How long have you lived in North Palm Beach? since 2008 Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. _____

Environmental Committee

Do you currently serve on a Village Board? Yes No If yes, which one? Environmental Committee

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input checked="" type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board* |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? to help my community in my area of expertise

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?
provide guidance to Village Council on Environmental issues

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

Signature Ellen Donlan Allen Digitally signed by Ellen Donlan Allen
Date: 2025.03.10 13:01:08 -04'00' Date _____

ALL MEMBERS OF VILLAGE ADVISORY BOARDS OR COMMITTEES ARE REQUIRED TO COMPLETE ETHICS TRAINING AND SUNSHINE LAW TRAINING WITHIN 60 DAYS OF APPOINTMENT.

* Pension Board members and Planning, Zoning, and Adjustment Board members must file a limited Financial Disclosure Statement within 30 days of appointment and annually thereafter. Contact the Clerk's Office for more information.

***Please Note*: Per Section 2-1(m)(2) of the Village Code of Ordinances if any member of a board or committee is absent from three (3) regular meetings within a twelve month period (from May 1 to April 30), the village clerk shall notify the member in writing that he or she shall be removed from the board or committee.**

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V.I.
OK



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Brian Bartels HOME PHONE 561-797-2546

ADDRESS 749 Cinnamon Road, North Palm Beach, FL 33408

OCCUPATION Environmental Services Project Manager BUSINESS PHONE 561-529-7064

BUSINESS ADDRESS NextEra Energy - 700 Universe Blvd., Juno Beach, FL 33408

E-MAIL ADDRESS (optional) brianebartels@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience B.S. in Forest Resources & Conservation from the University of Florida. Nine years as an environmental project manager for solar farms at NextEra Energy Resources.

How long have you lived in North Palm Beach? 9 years (2014-2019, 2021 -) Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. I currently serve on the NPB Environmental Committee and as a STEM mentor with the Mentees on the Move Program through Community Partners since 2019.

Do you currently serve on a Village Board? Yes No If yes, which one? Environmental

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input checked="" type="checkbox"/> 1 Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board* |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? _____

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? I would like to continue my service on the Environmental Committee to support initiatives such as Bird Village, Tree Removal Permit, and Vertical Oyster Gardens.

Signature Brian Bartels Date 4/1/25

Digitally signed by Brian Bartels
DN: cn=Brian Bartels, o=ca, email=brian.bartels@nee.com, c=US
Date: 2025.04.01 15:28:21 -0400

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BRIAN BARTELS

749 Cinnamon Rd. North Palm Beach, FL 33408

561-797-2546 / brianebartels@gmail.com

EDUCATION

University of Florida, Gainesville, FL

Aug. 2011-Dec. 2015

- Bachelor of Science in Forest Resources and Conservation
- Minor in Agricultural & Natural Resource Law

Graduated: Dec. 2015

EXPERIENCE

NextEra Energy Resources, Juno Beach, FL

Nov. 2016 -Present

Environmental Services Project Manager

- Support competitive proposals, acquire permits, complete risk assessments, conduct due diligence, and advise multidisciplinary teams on environmental risk and permitting strategies
- Coordinate closely with development teams, environmental peers, and external consultants to obtain all required federal, state, and local environmental licenses, permits, and approvals for development
- Employ advanced oral and written communication skills as well as analysis, problem solving, compliance, leadership, and process efficiency skills for project development

Florida Forest Service, Dunnellon, FL

June 2016- Aug.2016

Park Services Specialist, Goethe State Forest

- Systematically collected forest inventory data and forest information for assessment and analysis
- Delineated state forest property boundary markings and restored existing boundary markings
- Inspected forest stands and marked trees to be harvested for timber production

Society of American Foresters, Bethesda, Maryland

Jan. 2016-May 2016

Henry Clepper Forest Policy Intern

- Prepared background reports on natural resource/forest policy issues and programs
- Monitored environmental & natural resource legislation developing in Congress
- Acted as a liaison to partner organizations on behalf of SAF
- Published articles in SAF's monthly journal, *The Forestry Source*

INVOLVEMENT & LEADERSHIP

Habitat Young Professionals of Palm Beach County, West Palm Beach, FL

2020-2023

Secretary

- Organize volunteer events, including Habitat Home Builds in Belle Glade, Jupiter, and West Palm Beach
- Execute fundraising events to support Habitat for Humanity Palm Beach County mission
- Facilitate networking events for young industry and local community leaders

Mentees on the Move, West Palm Beach, FL

2019-Present

Mentor

- Facilitate STEM activities and experiments with assigned mentee elementary student
- Improve the STEM pipeline by developing a positive and respectful mentoring relationship and inspiring the next generation of leaders to positively influence our community



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OK

APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Mary Phillips HOME PHONE 561 881 8967

ADDRESS 525 Ebbtide Drive NPB

OCCUPATION Hospital Financial Consultant BUSINESS PHONE 772 214 4860

BUSINESS ADDRESS 525 Ebbtide Dr NPB

E-MAIL ADDRESS (optional) mphilli525@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience BA Business Management

How long have you lived in North Palm Beach? since 1991 Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. currently on the EC; currently on the Infrastructure Surtax Committee; Secretary of the Friends of the NPB Library

Do you currently serve on a Village Board? Yes No If yes, which one? EC, Infrastructure Surtax

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <u>1</u> <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board* |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No

If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? It has been very fulfilling to work on such diverse Environmental projects for the Village, and here what is important from residents hear what is important from residents

For new applicants only: Have you attended any meetings of the board or committee for which you are applying?

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

To advise the Council on Environmental concerns and opportunities; to pass along ideas from residents; for me, it is really important to protect green space and trees in the common areas of the Village, and introduce new ideas, like the vertical oyster gardens

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position?

Signature *Mary Phillips* Date 3/26/2025

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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Elizabeth Rivera HOME PHONE 561-386-4771

ADDRESS 513 Gulf road NPB, FL 33408

OCCUPATION retired educator BUSINESS PHONE _____

BUSINESS ADDRESS _____

E-MAIL ADDRESS (optional) kingse@bellsouth.net Resume attached? (optional) Yes No

Brief Description of Education/Experience FSU grad/Biology teacher 29 years

How long have you lived in North Palm Beach? 23 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. _____

Home & School Assoc. President and SAC member at St. Clare 4 years

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|---|---|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board |
| <input checked="" type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No

If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? To help promote eco-friendly practices in the village

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? no

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

I would help further its mission by supporting initiatives that expand native habitats, engage residents of all ages & encourage eco-friendly practices.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position?

I believe my teaching acumen would serve as an asset to this committee and my passion for the environment.

Signature _____ Date 5/7/25

**GENERAL EMPLOYEES' PENSION
BOARD APPLICANTS**

OK



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Roberto Flores HOME PHONE 863-212-0284
ADDRESS 415 US Highway 1, Unit 209, North Palm Beach, FL 33408
OCCUPATION Retired BUSINESS PHONE _____
BUSINESS ADDRESS _____

E-MAIL ADDRESS (optional) _____ Resume attached? (optional) Yes

Brief Description of Education/Experience Doctorate Public Admin - MBA - BBA - PS Accounting

How long have you lived in North Palm Beach? 3 yrs Are you seasonal? Yes

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Board Member, Fire Pension (PS 178), 10 yrs - Comm Redevelopment Assoc., Pres. Assoc. of FL Colleges

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice

- Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- 2 General Employees Pension Board *
- 1 Police and Fire Pension Board *
- 3 Planning Zoning and Adjustment Board *
- Recreation Advisory Board
- 4 Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Me

Why are you interested in serving on this board? I want to serve my community
For new applicants only: Have you attended any meetings of the board or committee for which you are applying? yes

What is your understanding of the role and responsibilities of this particular board or committee and how would you further
The role is to provide support and oversee while maintaining fiduciary responsibilities.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? I am a Certified Public Pension Trustee with 32 yrs experience in Administrative & financial in public service

Signature _____ Date 3/5/15

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PUBLIC ADMINISTRATION - 23 years of administrative management experience with public budgets, personnel, and operational goals. 10yr financial investment management for city and support organization. Fire pension and community redevelopment. 10 years Barry University trained public administrators as professor of master's in public administration.

MANAGEMENT RESPONSIBILITIES

- Strategic leadership-establish goals. Allocated expenses for capital projects budgets – expedited draws for schedule of values and Critical path documents.
- Capital project planning -construction proposals –design –bids –closeouts
- Worked with: Architects, engineers, general contractors, trades: Electrical - plumbing – HVAC. Worked with local and state officials for permitting and inspections
- Responsible for compliance with: State Requirement for Educational Facilities (SREF), Florida Building Code, NFPA1, CFR 40 (DEP)
- Installed and maintained: Fire notification– Fire sprinkler- Backflow and security - access systems
- Managed institution inventory –CMMS- energy management – preventive maintenance

EDUCATION

Doctorate in Public Administration
Nova Southeastern University
Davie, FL 33314

Master in Business Administration
Palm Beach Atlantic College
West Palm Beach, FL 33402

EMPLOYMENT HISTORY

Facilities Management 1998-January 2021
Director of Facilities: Construction, Remodeling & Renovation, Maintenance & Operations
South Florida State College

MANAGEMENT ACCOMPLISHMENTS

- Restored 50,000 sq. ft. 1920s facility on the national historical register to current code. Up graded: Electrical, plumbing, central air, roofs, windows, elevator and general structure.
- Site development oversight: land clearing, roads, drainage, sewer, fire hydrants, Lift stations, parking and lights. Responsible for all state and local compliance.
- Formally trained on international building code- NFTA I- SREF

PROFESSIONAL ASSOCIATION AND NON-PROFIT MEMBERSHIPS

- Association of Florida Colleges past state president and board member 6yrs.
- Community Redevelopment Association (CRA) board member 7 yrs.
- Florida Public Pension Trustee city fire department 8yrs
- Heartland Cultural Alliance board member 7 yrs
- Children's Academy of Theatre finance director 20yrs



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Francine Mantyh HOME PHONE 561-801-0149

ADDRESS 655 Anchorage Drive, North Palm Beach

OCCUPATION Realtor BUSINESS PHONE 561-801-0149

BUSINESS ADDRESS 4590 PGA Blvd., Suite 108, Palm Beach Gardens, FL 33418

E-MAIL ADDRESS (optional) francine.mantyh@yahoo.com SUMMARY & BID
~~Resume attached?~~ (optional) Yes No

Brief Description of Education/Experience B.S. Business Administration with accounting concentration

How long have you lived in North Palm Beach? 25 Years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Bak MSOA Foundation
Board of Directors (Board Chair 12 years), LPBC Focus 2023 Committee, PBN Chamber Education Committee

Do you currently serve on a Village Board? Yes No If yes, which one? General Employees Pension Fund

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? To continue serving the Village of NPB & its employees and use my financial and governance experience & skills.

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

The responsibility of a Trustee is to be a good steward of the Village Pension funds and act in best interest of the fund. A Trustee must act with care and in good faith to insure the fund operates effectively. Attendance at all meetings is important.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

I have enjoyed my time on this Board since my appointment, attended all meetings and contributed my knowledge & expertise for the past two years. I would be honored to continue to serve on this Board.

Signature Francine M Mantyh Date March 28, 2025

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FRANCINE MANTYH

SUMMARY AND BIO

As a seasoned Realtor with over 15 years of experience, I specialize in listing and buyer representation for waterfront communities, club communities, and luxury properties. Affiliated with Coldwell Banker since 2008, I have been recognized with awards, including the International President's Circle Award (2021) and the International Society Sterling Award (2018–2020, 2022), for my accomplishments in real estate. As a Coldwell Banker Luxury Property Specialist, member of the Institute for Luxury Home Marketing Million Dollar Guild, and holder of ABR® and PSA designations, I excel in providing unparalleled service to my clients. I also hold the “At Home with Diversity” certification from the National Association of Realtors®.

Before transitioning to real estate, I served as Project Accountant for EDSA which included projects such as Paradise Island, Disney properties, Foxwoods Casino, Euro Disney, and numerous resorts. My strong foundation in project management and accounting complements my real estate experience.

Beyond my professional achievements, I have been awarded the Community Leader Gold Level Business Partner by the Palm Beach County School District for SY 2017/2018 and 2023/2024, as well as the Gold Level Small Business Partner Award for SY 2024/2025 for my dedication to Arts in Education. As Chair of the Bak Middle School of the Arts Foundation Board of Directors for over a decade, I have helped raise nearly \$2 million to support students and arts programs. My community involvement extends to serving on the Village of North Palm Beach General Employees' Pension Fund Board (2023–2025) and active membership in organizations such as the Forum Club, Women's Council of Realtors, League of Women Voters, and Palm Beach North Chamber of Commerce. I have been a member of the education committee and government affairs committee within the PBN Chamber and am a proud member of the Leadership Palm Beach County Focus Class of 2022, serving on its FOCUS 2023 Committee.

Through my dedication to excellence in real estate and my passion for community service, I strive to make a positive impact professionally and personally.

PROFESSIONAL AFFILIATIONS/DESIGNATIONS

- Member, National Association of Realtors
- Member, Florida Association of Realtors
- Member, Realtors Association of Palm Beach
- SIRVA Relocation Team Agent
- Coldwell Banker Global Luxury Specialist
- Certified Specialist, Institute of Luxury Home Marketing
- Certified Pricing Strategy Advisor, NAR
- Accredited Buyer's Agent, NAR
- Certified At Home with Diversity

EDUCATION

- B.S. Business Administration, 1980, State University of NY at Albany
 - o Concentration in accounting and marketing



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Karen Schmitt Roberts HOME PHONE 561-543-2954

ADDRESS 112 Easterly Rd. N.P.B. FL 33408

OCCUPATION HR Manager / Volunteer Coordinator BUSINESS PHONE 561-625-8264

BUSINESS ADDRESS 18370 Limestone Creek Rd Jupiter FL 33458 (Eisfo Autism)

E-MAIL ADDRESS (optional) Karenrobertshrconsultant@gmail Resume attached? (optional) Yes No

Brief Description of Education/Experience BBA Finance, MBA, 40 years of HR Experience

How long have you lived in North Palm Beach? since 1987 Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. _____

Prior member of village of NPB General Employee & Police & Fire Pension Boards

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- 1 General Employees Pension Board *
- 2 Police and Fire Pension Board *
- Planning Zoning and Adjustment Board *
- Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No

If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? It's an important responsibility to safeguard future payments to participants & manage funds + funding mechanisms appropriately

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? not recently

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission? Administer the plan in the interest of participants & beneficiaries while ensuring reasonable administration fees. My prior experience on the Board & my HR & Finance Background can complement other board members.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? I have a sincere desire to serve the employees of N.P.B.

I am dedicated to learning more to be the best possible board member - devoting the necessary time to this important role.

Signature Karen Roberts Date 5/1/25

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KAREN S. ROBERTS, MBA, SPHR, SHRM SCP
E-mail: KarenRobertsHRconsultant@gmail.com; Cell: 561-543-2954
[LinkedIn.com/in/karensroberts1](https://www.linkedin.com/in/karensroberts1)

Flexible and adaptable HR Leader with a successful track record providing solutions designed to enhance organizational strategic objectives and the employee experience in support of a culture of growth and excellence.

EDUCATION

BBA (Finance) Stetson University, Deland, Florida
MBA Florida Atlantic University, Boca Raton, Florida
Certificate In HR Management Capella University
Certificate in Diversity, Equity and Inclusion, USF's MUMA College of Business

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to deliver outcomes in support of organizational needs and goals
 - Strong conflict resolution and problem-solving skills
- Experienced with Paylocity, Paycom, Employee Navigator and Applicant Tracking Systems
- Exceptional verbal and written communication skills adaptable to a wide variety of stakeholders
 - Excellent interpersonal; relationship building; customer service and project management skills
- Organized, flexible, self-motivated, and a team player who excels at collaboration
 - High Personal Integrity; Confidentiality; Strong work ethic
 - Demonstrated ability to coach and mentor

EMPLOYMENT HISTORY

Eis for Autism Foundation, Jupiter Florida **July 2022-present**
HR Generalist/HR Manager and Volunteer Coordinator

- Established Cause for Applause Peer Recognition Award in support of organizational values and a high performing workplace culture
- Successfully converted to new Payroll/HR Software, Benefits Broker and 401k Provider
- Responsible for recruiting and onboarding both new employees and volunteers and creating pipelines through relationship rich interactions
- Support successful outcomes throughout the employee life cycle including employee development and performance management
- Responsible for all aspects of Benefits Open Enrollment; serves as primary POC with benefit vendors
- Responsible for compliance issues such as workers comp, safety, COBRA, FMLA, and Employee Handbook

HR Consultant

June 2020-June 2022

Supported a number of individual clients with recruiting and talent management activities

Executor: Estate of Janet D. Schmitt Orlando

May 2020-June 2021

Area Agency on Aging Palm Beach/TC Inc., WPB Florida **Nov. 2002-May 2020**
Director, Human Resources

- Member of the management team for a non-profit 501(c)3 serving seniors, adults with disabilities and their caregivers. Supervised HR Generalist and Front Desk Staff. Also served in programmatic roles recruiting senior volunteers and supervising the Healthy Living Center of Excellence.
- Developed innovative policies to foster a values-based culture supportive of employee engagement and recognition, leading to Agency being named Top Workplace by Sun Sentinel in 2018 and 2019 and SHRM When Work Works Award Winner in 2017
- Networked to create opportunities for locating passive candidates and researched partnering opportunities for building new candidate pipelines
- Communicated with staff regularly on a wide variety of topics to enhance engagement and morale
- Developed organization's compensation philosophy including grade bands and salary rate structure

Prior experience available upon request

PROFESSIONAL AFFILIATIONS AND HONORS

- Current member (and past president) of HR Association Palm Beach County (Now Palm Beach County SHRM):
 - Diversity Chair (2023-2024)
 - Program Committee Member (2023-2024)
 - SHRM Foundation/Diversity and Outreach Chair 2017-2018
 - Received the Inaugural Professional Excellence Award (1998); was honored with HR Professional of the Year (2011), HR Volunteer of the Year (2018), HR Mentor of the Year (2021) and Diversity Champion (2024)
- Member, EncorePBC Board of Directors (2017-present) and Member, Stetson University's College of Arts & Sciences Advisory Board (2014-2020) and 2024-Present
- Adjunct Professor, Palm Beach State College, Dept. of Corporate & Continuing Education teaching the SHRM Learning System (2015-2023)
- Past member of Village of North Palm Beach General Employee and Police & Fire Pension Boards

**LIBRARY ADVISORY BOARD
APPLICANTS**



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Call
Back
NO
V-M

APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Brad Avakian HOME PHONE 561 812 3812

ADDRESS 529 Ebbtide Drive

OCCUPATION Attorney/Business Owner BUSINESS PHONE 561 727 3699

BUSINESS ADDRESS 14255 US Highway One, Juno Beach 33408

E-MAIL ADDRESS (optional) brad@avakian.law Resume attached? (optional) Yes No

Brief Description of Education/Experience BA Elon Univ; JD PSU Law; LLM Stetson; elementary/middle school teacher; attorney

How long have you lived in North Palm Beach? 10 years in June Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. current Secretary of Library Advisory Board; current Co-Chair of Lawyers for Literacy Committee of PBCBA; President-Elect of WPB Rotary Club

Do you currently serve on a Village Board? Yes No If yes, which one? Library Advisory Board

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|--|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board* |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <input checked="" type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? I want to continue to serve and support our Library

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?
Provide guidance and make recommendations to the Library and the Library Director; my experience with community organization and literacy programs, as well as a business owner and former educator, have equipped me with skills and perspectives to be of service.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? Thank you for considering my application and the opportunity to be of use to one of the most valuable institutions in our Village.

Signature Date 03/26/2025

ALL MEMBERS OF VILLAGE ADVISORY BOARDS OR COMMITTEES ARE REQUIRED TO COMPLETE ETHICS TRAINING AND SUNSHINE LAW TRAINING WITHIN 60 DAYS OF APPOINTMENT.

** Pension Board members and Planning, Zoning, and Adjustment Board members must file a limited Financial Disclosure Statement within 30 days of appointment and annually thereafter. Contact the Clerk's Office for more information.*

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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Christine DelGuzzi HOME PHONE 561-254-0727

ADDRESS 728 Anchorage Dr., North Palm Beach, FL 33408

OCCUPATION Director of Grants at Alzheimer's Community Care BUSINESS PHONE 561-683-2700

BUSINESS ADDRESS 1615 Forum Place, 5th Floor, West Palm Beach, FL 33401

E-MAIL ADDRESS (optional) delguzzi@bellsouth.net Resume attached? (optional) Yes No

Brief Description of Education/Experience See attached resume

How long have you lived in North Palm Beach? Since 1978 Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. I am currently on the Library Advisory Board.

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board* |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <u>1.</u> <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? I am currently a member of this board.

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? I have been a member of this board for 10+ years and would like to continue in this role.

Signature _____ Date 03/13/2025

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CHRISTINE DELGUZZI

Personal/Executive Assistant

cdelguzzi1@gmail.com | 561.254.0727 | North Palm Beach, FL | [LinkedIn.com/in/christine-delguzzi](https://www.linkedin.com/in/christine-delguzzi)

SUMMARY

Versatile professional adept at managing multiple projects, providing executive support, and streamlining office operations. Expert in producing professionally written communications, crafting high-impact presentations, and building client/vendor databases. Strong self-starter with multilevel capabilities, professionalism, solid work ethic, and confidentiality.

WORK EXPERIENCE

Director of Grants, Alzheimer's Community Care **Apr 2022 - Present**

- Lead and develop non-profit grant proposals and implementation for Palm Beach, Martin, and St. Lucie counties, raising \$1.4M in FY23/24.
- Monitor grant and donor funded projects to ensure programmatic, financial and reporting obligations are in compliance.
- Administrate social media and donor management platforms.
- Coordinate and assist with fundraising events.

Executive/Personal Assistant, Alzheimer's Community Care **Mar 2018 - Apr 2022**

- Primary point of contact for internal and external engagement with the CEO.
- Reviewed and revised all written communications, presentations, and correspondence produced by Executive Office.
- Liaised with Board of Directors to coordinate meetings, produced all meeting-related information including agenda and recording of minutes, and maintained documentation for regulatory compliance.
- Worked as a team with organization's leadership on legislative advocacy campaigns, fundraising and educational events.
- Attended Chamber meetings and various functions on behalf of the organization.
- Supervised an Administrative Assistant and trained departmental assistants.

Executive Assistant, Economic Council of Palm Beach County **Oct 2015 - Mar 2018**

- Assistant to President & CEO and Chief Strategy Officer of highly influential business council.
- Responsible for meeting coordination, executive communications, internal and external documents, and system of electronic and physical documentation filing.
- Managed complex calendar of meetings, appointments, and travel itineraries.
- Maintained social media platforms, corporate website and member databases.
- Handled financial transactions for receivables via account establishment, payment deposits and reporting; facilitated payables and member billing.
- Prepared agendas, PowerPoint presentations and support logistics for all meetings, events and projects.

EDUCATION

Master of International Business

Florida International University, Miami

Bachelor of Arts in International Business

Florida Atlantic University, Boca Raton

KEY SKILLS

- Microsoft Office Suite
- Corporate Communications
- Grant Proposals
- Social Media Platforms
- Event Coordination
- Donor Management
- Notary Public
- QuickBooks

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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Bonnie Jenkins HOME PHONE 561-704-9749

ADDRESS 213 Mariner Ct, North Palm Beach, FL 33408

OCCUPATION 9-1-1 Planning Coordinator BUSINESS PHONE 561-712-6485

BUSINESS ADDRESS 20 S. Military Trail, West Palm Beach, FL 33415

E-MAIL ADDRESS (optional) bonniejenkins@live.com Resume attached? (optional) Yes No

Brief Description of Education/Experience BA in Criminal Justice; Over 40 years in law enforcement/911

How long have you lived in North Palm Beach? 13 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Various professional organizations

Do you currently serve on a Village Board? Yes No If yes, which one? Library Advisory Board

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? I feel strongly about public service, and I feel I bring things to the table.

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

To advise the Library Manager on policy and programs.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? Libraries and bookstores are my passion.

Signature *Bonnie Jenkins* Date 04/07/2025

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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Maricela Torres HOME PHONE _____

ADDRESS 374 Golfview Road, #304

OCCUPATION Executive Director BUSINESS PHONE (561) 529-6117

BUSINESS ADDRESS 723 39th Street, West Palm Beach, FL 33407

E-MAIL ADDRESS (optional) torresm1275@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience Master of Science in Psychology, Bachelor of Science in Organizational Management

How long have you lived in North Palm Beach? 11 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Active on several boards: Neighborhood Renaissance, Historical Society of Palm Beach County, Palm Beach County Sports Commission

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <u>3</u> <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board* |
| <u>1</u> <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <u>2</u> <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
 If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? I am interested in serving the North Palm Beach Community.

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? No

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?
Only what I have read on the Village website on each of the committees.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____
I am passionate about serving my community, I am creative and solution driven.

Signature Maricela Torres Date March 5, 2025

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Maricela Torres

Maricela Torres is the Executive Director and cofounder of Esperanza Community Center. A passionate advocate for education and community service, Maricela believes in the transformative power of education and the importance of volunteering to uplift others.

Born in Michoacán, Mexico, Maricela moved to the United States at age 10 with her mother and siblings. She grew up in Northern California, where she experienced the challenges faced by immigrant workers. As an undocumented teenager, she worked as a migrant laborer, picking grapes in California and cherries in Oregon. These early experiences shaped her deep commitment to advocating for the rights and needs of immigrant families.

In 1997, Maricela moved to Florida where she has remained a dedicated member of her community. As Executive Director of Esperanza Community Center, she leads the organization's day-to-day operations, oversees a variety of community-based programs, and fosters strong relationships with stakeholders. She also works tirelessly to raise funds that advance the organization's mission of supporting immigrant and underserved families.

Maricela serves on several influential boards, including Neighborhood Renaissance, a nonprofit dedicated to community development, and the Historical Society of Palm Beach County. She is also an active member of the Palm Beach County Sports Commission and regularly mentors high school students, offering guidance and support to the next generation of leaders.

Featured in prominent outlets such as Latino Rebels, The Sun Sentinel, and The Palm Beach Post, Maricela frequently shares her insights on community and immigration issues through local media channels like WPTV, WPBF, and WFLX.

She holds a Bachelor of Science in Organizational Management and a Master of Science in Psychology, both from Palm Beach Atlantic University.

Maricela Torres

torresm1275@gmail.com | (561) 529-6117

Professional Experience

Executive Legal Assistant to the General Counsel

Florida Crystals Corporation, West Palm Beach, FL

2008 – Present

- Provide high-level legal support to the General Counsel and Legal Department.
- Contribute to compliance initiatives and risk management strategies.
- Oversee the review and processing of all external invoices for the legal department, ensuring accuracy and resolving billing issues with external firms.
- Coordinate board notices, meetings, and materials, serving as the main contact for board members and senior leadership.
- Draft, review, and revise legal documents, contracts, and correspondence, ensuring compliance with corporate policies and legal standards.
- Assist in managing litigation, regulatory matters, and corporate governance.
- Cultivate and maintain strong relationships with internal teams, external partners, and legal vendors for streamlined operations.

Account Manager

Frank Crystal & Co., Palm Beach, FL

2004 – 2008

- Managed and developed client relationships in the private insurance sector, ensuring customer satisfaction and retention.
- Provided personalized insurance solutions to clients and acted as their primary point of contact for inquiries and claims.
- Worked closely with underwriters to secure competitive rates for clients, improving their policy coverage and cost-efficiency.
- Collaborated with the sales team to identify new business opportunities and achieve company targets.

Leadership & Community Involvement

Executive Director

Esperanza Community Center, Florida

2019 - Current

- Oversee operations, strategic planning, and program development for the Center.
- Foster partnerships with community organizations and local government to support immigrant families.
- Lead fundraising efforts, generating impactful resources for programs.
- Advocate for immigrant rights and community development through public speaking and media.
- Spearhead initiatives in youth empowerment, family advocacy, and education access.
- Shape the Center's mission and expand outreach to underserved communities.

Active board member of the Neighborhood Renaissance, a non-profit organization dedicated to fostering strong economies and diverse neighborhoods. In addition, serve on the board of the Historical Society of Palm Beach County, contributing to the preserving and celebrating local history. Passionate about mentoring, volunteers time as a student mentor, offering guidance and encouragement to high school

students. Appointed to the Palm Beach County Sports Commission in February 2025.

Media Recognition & Public Speaking

- Featured in **Latino Rebels**, **The Sun Sentinel**, and **The Palm Beach Post** for community leadership and immigration advocacy.
- Regular commentator on local news stations **WPTV**, **WPBF**, and **WFLX**.

Education

Master of Science in Psychology

Palm Beach Atlantic University

2015

Bachelor of Science in Organizational Management

Palm Beach Atlantic University

2010

Skills & Expertise

- Legal Operations
- Project Management
- Strategic Fundraising
- Non-profit Leadership
- Stakeholder Engagement
- Community Outreach & Advocacy
- Public Relations & Media Relations

Languages

- English (Fluent)
- Spanish (Fluent)

**RECREATION ADVISORY BOARD
APPLICANTS**



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Emily Bales HOME PHONE (561)339-4201

ADDRESS 720 Lighthouse Drive North Palm Beach

OCCUPATION Speech Language Pathologist BUSINESS PHONE Same as above

BUSINESS ADDRESS Same as above

E-MAIL ADDRESS (optional) Emilycbales@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience Bachelors from UCF, Masters Degree from FAU, Worked on mar

How long have you lived in North Palm Beach? 8 years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. _____

I've served on a number of committees since college, have been a member of Junior League of

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|--|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board* |
| <input type="checkbox"/> Country Club Advisory Board | <input checked="" type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? As a stay at home mom and a younger resident of the Village

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? No

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

Well my understanding thus far is that the rec board plays a vital role in ensuring that the recreation

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

In addition to my experience as a stay at home mom and my active involvement in our community

Signature  Date 4/30/2025

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Green Jessica

From: Emily Bales <emilycbales@gmail.com>
Sent: Wednesday, April 30, 2025 1:51 PM
To: Green Jessica
Subject: Application for NPB Recreation Board
Attachments: Application for Rec Board NPB.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon Ms. Green,

My name is Emily Bales, Francesca Wernisch encouraged me to apply for one of the boards and I believe I would be a great fit for the recreational board. I have attached my application for the North Palm Beach Recreation Board, but I realized that a few of my answers may have been cut off in the online form. I wanted to follow up and make sure you have the complete information.

Attached, you'll find my full responses to the questions about my understanding of the board's roles, why I'd like to serve, and any other details I think are relevant to my application. I'm genuinely excited about the opportunity to contribute to our community and would be honored to be considered for a spot on the board.

If you need anything else from me, please don't hesitate to reach out. Thank you so much for your time and consideration. I truly appreciate it!

Questions:

Why are you interested in serving on this board?

A: As a stay at home mom and a younger resident of the Village of North Palm Beach, I would be honored to serve on the Recreation Board because I deeply value the role that parks, programs, and community spaces play in family life. My family and I regularly use the village's recreational facilities, and I've seen firsthand how important they are for building connections, supporting healthy lifestyles, and creating lasting memories for residents of all ages, especially young families like mine.

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

A: Well, my current understanding is that the rec board plays a vital role in ensuring that the recreational needs of residents are met by providing input on program offerings, reviewing community feedback, and recommending enhancements that promote wellness, inclusivity, and engagement for all age groups.

To further its mission, I would bring an energetic, collaborative and community focused approach, working closely with fellow board members, village staff, and residents to identify opportunities for improvement and innovation. I would advocate for programs and amenities that reflect the evolving needs and interests of our diverse population while also supporting initiatives that strengthen community involvement and promote active, healthy lifestyles. Serving on this board would give me the opportunity to represent the perspective of families with young children, ensuring that our community continues to offer engaging, inclusive, and enriching programs that meet the needs of today's residents while planning thoughtfully for the future. I care deeply about this village and want to give back in a way that supports both the current generation and those to come. With my time, energy, and passion for community involvement, I'm excited to contribute to the continued growth and vitality of North Palm Beach!

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position?

A: In addition to my experience as a stay at home mom and my active involvement in our community, I am also a pediatric speech pathologist. This professional background has given me a deep understanding of the importance of communication, social interaction, and developmental support for children, which I believe can be highly relevant to the work of the Recreation Board. As someone who works closely with children and families, I am keenly aware of the value of creating programs and spaces that are not only physically engaging but also supportive of all aspects of a child's growth and development.

My experience has honed my skills in working with diverse needs and advocating for inclusive, accessible services. I would love to bring this expertise to the board to help ensure that North Palm Beach's recreational offerings are welcoming and beneficial to children with different abilities, fostering an environment where all families can thrive. I'm passionate about creating opportunities that support communication, creativity, and social skills for children and families in our community!

Warmly,

Emily Bales, M.S., CCC-SLP
Speech Language Pathologist

CAUTION – This email originated from outside of the Village. Please do not open any attachments or click on any links from unknown sources or unexpected email. If you are uncertain please contact the IT department before opening.

OL



THE VILLAGE OF
North Palm Beach
Office of the Village Clerk
501 U.S. HIGHWAY ONE • NORTH PALM BEACH, FLORIDA 33408-4906 • 561-841-3355 • FAX 561-881-7469
www.village-npb.org • npbclerk@village-npb.org

APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Jennifer Gold Dumas HOME PHONE 561-301-8871
ADDRESS 540 Anchorage Dr.
OCCUPATION Retired BUSINESS PHONE -
BUSINESS ADDRESS -

E-MAIL ADDRESS (optional) jdumas2004@gmail.com Resume attached? (optional) Yes No
Brief Description of Education/Experience Retired-Teacher Physical Education
How long have you lived in North Palm Beach? 50+ Years Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Recreation Advisory Board

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? Community Involvement - Giving Back

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

Signature Jennifer Gold Dumas Date 3/15/2025

ALL MEMBERS OF VILLAGE ADVISORY BOARDS OR COMMITTEES ARE REQUIRED TO COMPLETE ETHICS TRAINING AND SUNSHINE LAW TRAINING WITHIN 60 DAYS OF APPOINTMENT.

* Pension Board members and Planning, Zoning, and Adjustment Board members must file a limited Financial Disclosure Statement within 30 days of appointment and annually thereafter. Contact the Clerk's Office for more information.

***Please Note*: Per Section 2-1(m)(2) of the Village Code of Ordinances if any member of a board or committee is absent from three (3) regular meetings within a twelve month period (from May 1 to April 30), the village clerk shall notify the member in writing that he or she shall be removed from the board or committee.**

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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Jason Fraggie HOME PHONE _____

ADDRESS 936 Evergreen Dr NPB FL 33408

OCCUPATION Business Owner BUSINESS PHONE 561-379-3646

BUSINESS ADDRESS SAME 561-268-3766

E-MAIL ADDRESS (optional) _____ Resume attached? (optional) Yes No

Brief Description of Education/Experience Bachelor's Degree

How long have you lived in North Palm Beach? 10 yrs Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Currently on Rec Adv Board

Do you currently serve on a Village Board? Yes No If yes, which one? Rec Adv

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? Input to update community parks

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? _____

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

Signature [Signature] Date 4/1/25

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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Brigid Misselhorn HOME PHONE 561-309-3512

ADDRESS 745 Westwind Drive North Palm Beach, FL 33408

OCCUPATION Book Club Administrator BUSINESS PHONE N/A

BUSINESS ADDRESS N/A

E-MAIL ADDRESS (optional) Brigidmisselhorn@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience BFA in Studio Art from FSU

How long have you lived in North Palm Beach? Almost 30 years total Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Currently on a village Advisory board that will be sunsetting.

Do you currently serve on a Village Board? Yes No If yes, which one? Infrastructure Surtax Oversight

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- Audit Committee
- Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- 2 Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- 1 Recreation Advisory Board
- Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? I so enjoy utilizing our town's recreation offerings and library, would love to be a part of either board.

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? Not yet

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

It is my understanding that's as a member of the recreation or library board, I would assist in advising council on

Improvements and recommendations to our activities and village programs.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? Thank you for considering my application, I have truly enjoyed my time on the ISOC and look forward to joining a new board.

Signature [Signature] Date 4-1-25

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On Wed, Apr 2, 2025 at 4:41 PM Brigid Misselhorn <brigidmisselhorn@gmail.com> wrote:

Sent from my iPhone



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Jonathan W. Sorenson HOME PHONE 561-386-4828

ADDRESS 412 Westwind Dr.

OCCUPATION Commercial Real Estate BUSINESS PHONE 561-429-2989

BUSINESS ADDRESS 11300 US HWY 1, 33408

E-MAIL ADDRESS (optional) jonathansorenson2014@gmail.com Resume attached? (optional) Yes No

Brief Description of Education/Experience MS awarded in 2021 for Boise State University. Extensive Military education and leadership training. Many years in Govt and Private Real Estate

How long have you lived in North Palm Beach? 6 Months Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. I currently serve as the President of the board for a Home Owners Association in Vero Beach. I represent the developer of the community.

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|--|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input type="checkbox"/> Environmental Committee | <u>1</u> Planning Zoning and Adjustment Board* |
| <u>3</u> Country Club Advisory Board | <u>2</u> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? These boards and committees are essential to the functionality of the local Government. I love the community and want to serve.

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? Not in person, but watch Online

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?
The PZAB is an essential board that has direct impact on the growth and development of the Village. This is accomplished through the granting of variances and acting as the Local Planning Agency. They also provide recommendations to the council to amend or supplement zoning regulation.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? I have extensive and unique experience through commercial real estate in the North Palm Beach area as well as my experience in Governmental Real Estate.

Signature  Date 10 March 2025

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JONATHAN W. SORENSON

561-386-4828

jonathansorenson2014@gmail.com

412 Westwind Dr.
North Palm Beach FL
33408

PROFILE

I am a highly motivated self starter who loves applying a thoughtful and analytical approach to solve a variety of problems. I am able to relay on my experience as an enlisted NCO and leverage that knowledge to best serve the men I lead.

EXPERIENCE

Operations Manager, Lost Tree Village Management — 2022-Current

Oversee daily operations of 500,000+ SQFT of Class A commercial space. Supervise and direct a maintenance team to ensure tenant and contractor concerns are addressed in a timely manner.

Review and implement yearly operating budget for multiple properties, with an average individual operating budget of \$1,000,000+.

Tank Platoon Leader, A CO 2-116 — 2021-2023

Platoon Leader during a forward mobilization in support of Operation Spartan Shield, Kuwait.

Led Platoon through multiple CALFEX and Platoon gunneries resulting in the best overall score in the Company.

Was consistently sought after to provide expertise and guidance regarding administrative tasks, tactics, and operational planning consideration.

Real Property Manager, Idaho Military Division — 2018-2021

Established new policies and procedures while vetting current process that increased overall efficiency and generated an approximate 10% increase in "Plant Replacement Value" directly increasing the amount of sustainment money received.

Provided unique solutions to complex problems as it related to data management, accurate reporting, and land acquisition.

Coordinated with multiple government agencies regarding land acquisitions, use permits, and Rights of Way to include: BLM, US Forrest Service, Department of Defense (Joint Chiefs of Staff), Idaho Department of Lands, and Idaho Transportation Department.

Project Officer (DP58 - Land Acquisition), Idaho Military Division — 2019-2020

Served as the lead project officer to acquire 30,000 acres to be used as Heavy Maneuver land as a part of the Orchard Combat Training Center.

Worked with National Guard Bureau and the Office of Joints Chiefs of Staff to complete required documents for a land moratorium waiver package.

Establish procedures, process, and documents necessary for the submission of a moratorium waiver.

CIVILIAN EDUCATION

Boise State University — MS Athletic Leadership 2021

Boise State University — BS Health Science w/ Business Certificate 2016

United States Military Academy at West Point NY — 2010-2011

MILITARY EDUCATION

Armor Basic Officer Leader Course — 2022

Tank Commander Certification Course — 2021

Technical Transportation of HAZMAT — 2019

Master Fitness Trainer Phase 1 — 2019

Basic Leader Course — 2018

19K MOS-T — 2016

19D One Station Unit Training — 2015

WATERWAYS BOARD APPLICANTS

OK



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Bruce Crawford HOME PHONE ⁵⁶¹ 371-8770
ADDRESS 11467 Riverwood Place NPB FL 33408
OCCUPATION retired businessman BUSINESS PHONE ⁵⁶¹ 371-8770
BUSINESS ADDRESS 521 B Northlake Blvd. NPB FL 33408
E-MAIL ADDRESS (optional) cradleys@aol.com Resume attached? (optional) Yes No
Brief Description of Education/Experience BS engineering, MS Ocean Engineering
How long have you lived in North Palm Beach? 50 years Are you seasonal? Yes No
Please list any current or prior experience as a volunteer on a board, committee, association, etc. WAB 10 years +
officer/head of 2 condo associations, treasurer 2 charities, advisory 3
corp boards
Do you currently serve on a Village Board? Yes No If yes, which one? WAB

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- Audit Committee
- #2 Business Advisory Board
- Environmental Committee
- Country Club Advisory Board
- Library Advisory Board
- General Employees Pension Board *
- Police and Fire Pension Board *
- Planning Zoning and Adjustment Board*
- Recreation Advisory Board
- #1 Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? love of ocean, water, boating & NPB marine
For new applicants only: Have you attended any meetings of the board or committee for which you are applying? issues

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?
we/WAB advise the Village Council on all matters related to
our waterways & initiate programs to improve

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position?
experience, expertise, 50 year waterfront boat owner

Signature Bruce Crawford Date 3/10/25

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Bruce M. Crawford

Brown University 1967 BA Engineering

University of Rhode Island 1969 MS Ocean Engineering

ENGINEERING – MARKETING - MANAGEMENT
OCEAN TECHNOLOGY

Joined Perry Oceanographics in 1970 as junior engineer when company had less than 20 employees. Moved up in the company through positions in engineering, program management, marketing and general management and became President of Perry Technologies in 1985 with 250 employees. Helped the Perry family sell all the ocean technology operations to several buyers including the government business to Martin Marietta (now Lockheed Martin) in 1990. The Lockheed Martin operation is still flourishing in Riviera Beach, Florida.

REAL ESTATE AND FINANCIAL

Through the ALFA Family LLLP, bought or built and own and manage several commercial properties in the Palm Beach County area.

Partner in small real estate development company in Lake Park Florida in the 1980's – McCloskey Bills Development Company.

Partner in several commercial real estate partnerships with the Gaeta Real Estate and Development companies in Palm Beach Gardens.

Founder and Managing Member for AMD Trust LLC mortgage investment business with mortgage assets over 15M\$.

Partner in automobile hobby dealership and car collection Mickey Mouse Motors.

INVESTOR, DIRECTOR, WORKING COACH TO SMALL COMPANIES

After a 20 year career with the Perry companies, became semi-retired volunteer-investor-advisor and working coach to small companies and other organizations :

- TransDermal Technologies – North Palm Beach, FL - developers of new delivery technology for making medicines, vitamins and nutrients pass through the skin without patches, injections or ingestion – Officer, Director, Major Shareholder

- Penetran Products – Riviera Beach, FL – Partner and Director of a small pharmaceutical products company spun off from TransDermal above.

- Meridian Sciences, then becoming Nauticos of Hanover MD – Ocean Engineering and USN and USG Special Projects, facilitated sale of company to Oceanering Intl in 2003 – Director and Shareholder

- Hydropro in Lake Park, FL – Acquired out of bankruptcy in 2003 and helped to rebuild and resold the facilities to another local company – Hydropro built water desalinization and purification systems for hotels, resorts, communities and islands etc. including the water plant on Paradise Island, Bahamas

- Straughan Environmental Systems – Columbia, MD – Environmental Engineering company serving Federal, State and Local governments in MD – Officer, Chairman of Advisory Board and Shareholder

- Terra Ferma, Inc. – Monument CO and Washington DC – Communications technology company providing self-powered portable communications systems for Government/Military, Energy/Oil and Gas and Emergency Response customers – Advisor and Acting General Manager

- Wellness First LLC – Juno Beach FL – Concierge family medical practice focusing on Integrative Functional, preventative medicine – Advisor Investor Business Coach

CHARITABLE SUPPORT ORGANIZATIONS

Co-founder, initial contributor and working officer and director of several charitable support organizations

- Friends of the Uffizi Gallery, Inc. – Founding Director and Treasurer of this Florida-based support organization dedicated to working with the Amici degli Uffizi in Italy to support the acquisition, restoration and maintenance of artworks in the Uffizi Gallery in Florence, Italy

- Koolhof Earth – Columbia MD – Officer and Contributor to this environmental action organization dedicated to inspiring, teaching and leading individuals, businesses, organizations, and states to become active and effective in reversing the adverse affects of climate change and preserving our planet and natural resources for future generations.

LOVES

- wife of 27 years – Holly Hadley Crawford, MD**
- daughters Hallie and Meg grown up successful working girls**
- spending three months a year in San Rocco di Camogli, Italy**
- boating, diving, boating, boating, motorcycles, hiking**
- helping others achieve their dreams**



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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME Edward Crawford HOME PHONE 561 762-4525

ADDRESS 506 Kingfish Rd NPB Cell

OCCUPATION FL Insurance Agent #A057198 BUSINESS PHONE 561 762 45 25

BUSINESS ADDRESS RSC. 2900 SW 149 Ave. Ste 100. Miramar FL 33027

E-MAIL ADDRESS (optional) ~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~ Resume attached? (optional) Yes No

Brief Description of Education/Experience Father English Major, High Sch, College. 43 yrs Insurance

How long have you lived in North Palm Beach? 36 1/2 yrs. Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. Kiwanis Club

Board - current, PBSailing Club Board, NPB Friends of Library.

Do you currently serve on a Village Board? Yes No If yes, which one? (Anchorage Park - Canine Patrol)

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- | | |
|---|---|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> General Employees Pension Board * |
| <input type="checkbox"/> Business Advisory Board | <input type="checkbox"/> Police and Fire Pension Board * |
| <input checked="" type="checkbox"/> Environmental Committee | <input type="checkbox"/> Planning Zoning and Adjustment Board * |
| <input type="checkbox"/> Country Club Advisory Board | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Library Advisory Board | <input checked="" type="checkbox"/> Waterways Board |

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member?

Why are you interested in serving on this board? B/C I feel I could help their efforts.

For new applicants only: Have you attended any meetings of the board or committee for which you are applying?

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

The EC should be protecting + improving NPB environments; parks public spaces, etc. children, adults and pets need protections.

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? Do to

my village history + experiences, my ideas are very common.

Signature Edward Crawford Date 04.17.25.

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APPLICATION FOR APPOINTMENT TO VILLAGE BOARD OR COMMITTEE

NAME DAVE TERRANA HOME PHONE 561-262-1406

ADDRESS 400 QUADRANT RD

OCCUPATION DISTRICT CAPTAIN / SWAT MEDIC BUSINESS PHONE 561-799-4300

BUSINESS ADDRESS 10500 N MILITARY TRAIL

E-MAIL ADDRESS (optional) DAIMERIC@GMAIL.COM Resume attached? (optional) Yes No

Brief Description of Education/Experience FIRE FIGHTER / PARAMEDIC / POLICE OFFICER

How long have you lived in North Palm Beach? 17 YEARS Are you seasonal? Yes No

Please list any current or prior experience as a volunteer on a board, committee, association, etc. _____

IAFF UNION PRESIDENT LOCAL 5470

Do you currently serve on a Village Board? Yes No If yes, which one? _____

Please indicate the board or committee on which you wish to serve. If more than one, number for preference, with first choice being #1.

- 6 Audit Committee
- 4 Business Advisory Board
- 5 Environmental Committee
- 3 Country Club Advisory Board
- ___ Library Advisory Board
- ___ General Employees Pension Board *
- ___ Police and Fire Pension Board *
- 1 Planning Zoning and Adjustment Board *
- ___ Recreation Advisory Board
- 2 Waterways Board

Applicants for Country Club Advisory Board, do you have a membership at the Country Club? Yes No
If yes please check which type of membership you hold: Golf Pool Tennis Are you a WGA Member? _____

Why are you interested in serving on this board? TO INVEST AND GIVE BACK TO MY COMMUNITY

For new applicants only: Have you attended any meetings of the board or committee for which you are applying? NO

What is your understanding of the role and responsibilities of this particular board or committee and how would you further its mission?

PZAB HELPS IN DEVELOPING PROJECTS IN THE VILLAGE
I WOULD BE OPEN MINDED AND MAKE RESEARCHED BASED DECISIONS

Is there anything else you would like to share with us that you think is relevant to your candidacy for this position? _____

I AM VERY PASSIONATE ABOUT MY VILLAGE

Signature [Signature] Date 4-8-25

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David A. Terrana Jr

OBJECTIVE

Achieve promotion to District Captain

REFERENCES

Available upon request

ADDRESS

400 Quadrant Road
North Palm Beach, Florida
33408

PHONE

561.262.1406

EMAIL

Dterrana@pbgfl.com

AWARDS

Paramedic of The Year 2017
State of Florida Paramedic of
The Year 2017

EXPERIENCE

MARCH 2020 - PRESENT
Fire Captain

JULY 2016 - PRESENT
SWAT MEDIC

MAY 2017- MARCH 2020
Rescue Lieutenant

AUGUST 2003 - MAY 2017
Lead Medic / Fire Medic

EDUCATION

K-9 Medic

VMR Ops and Tech 2024

Structural Collapse 2023

IAFF PEER Team Member 2022

CONTOMS Advanced 2019

CONTOMS Basic 2018

ICS-300 2018

Fire Officer 2 courses 2018

PBGPD

Rope Ops and Tech 2017

TCCC 2017

Fire Officer 1 courses 2016

Palm Beach State Reserve Police Academy 2016

Broward College Paramedic 2002

Broward Fire Academy 2001

Palm Beach State College EMT 2000

Palm Beach State College 1999 (two classes from AA in EMS)

Jupiter High School Diploma 1998

COMMITTIES

EMS Competition Team

R&D Committee

PEER Team member

GOALS

Finish AA (estimated completion early 2025)

Continue being PBGFR'S biggest Champion

Complete Bachelor's Degree (2025-2026)

**VILLAGE OF NORTH PALM BEACH
OFFICE OF THE VILLAGE CLERK**

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Jessica Green, Village Clerk

DATE: May 8, 2025

SUBJECT: **RESOLUTION** – Appointing members to the Audit Committee, Environmental Committee, General Employees’ Pension Board, Library Advisory Board, Recreation Advisory Board, Recreation Advisory Board and Waterways Board.

In accordance with Chapter 2, Article 1 of the Code of Ordinances, the Village Council may appoint citizens as members of its Boards to serve at the pleasure of the Council.

There are 6 volunteer positions on the Audit Committee, 4 volunteer positions on the Environmental Committee, 2 volunteer positions on the General Employees’ Pension Board, 4 volunteer positions on the Library Advisory Board, 5 volunteer positions on the Recreation Advisory Board and 4 volunteer positions on the Waterways Board to be filled; appointees will serve 2 or 3 year terms, depending on the Board or Committee. Requests for volunteers were advertised in the Newsletter, on the Village website and in social media. The Village Clerk received 5 applications for the Audit Committee, 4 applications for the Environmental Committee, 3 applications for the General Employees’ Pension Board, 3 applications for the Library Advisory Board, 4 applications for the Recreation Advisory Board and 2 applications for the Waterways Board. There are 6 applicants that have indicated that they wish to be considered for multiple boards, 3 of which were applicants that did not get appointed to the Country Club Advisory Board or Planning, Zoning, and Adjustment Board.

The *2025 Advisory Board Applicants Report* is attached for Council consideration. The report details the positions to be filled and applicants requesting appointment. The term of appointment varies, depending on the Board or Committee, and the Village Council may modify the duration of a member’s term at the time of appointment in order to provide for staggered terms.

Applicants will have the opportunity to introduce themselves to Council and Council will have the opportunity to ask the applicants questions during Item 6A, *Statements from the Public*. The introductions will be followed by the selection of members and approval of the resolution.

The attached resolution has been prepared/reviewed by the Village Attorney for legal sufficiency.

There is no fiscal impact.

Recommendation:

Village Administration recommends Council consideration of the applicants, selection of board members by ballot, and adoption of the proposed Resolution.

RESOLUTION 2025-___

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, APPOINTING MEMBERS TO THE AUDIT COMMITTEE, THE ENVIRONMENTAL COMMITTEE, THE GENERAL EMPLOYEES' PENSION BOARD, THE LIBRARY ADVISORY BOARD, THE RECREATION ADVISORY BOARD AND THE WATERWAYS BOARD; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with Chapter 2, Article I of the Village Code of Ordinances, the Village Council may appoint residents of the Village as members of Village advisory boards to serve at the pleasure of the Village Council, subject to the terms and conditions set forth therein; and

WHEREAS, the Village Council wishes to appoint Village residents to serve on the Village Audit Committee, Environmental Committee, General Employees' Pension Board, Recreation Advisory Board, and Waterways Board.

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

Section 1. The following persons are hereby appointed to various Village Boards and Committees for the terms commencing May 8, 2025 and expiring as indicated below:

AUDIT COMMITTEE

_____	April 30, 2027
_____	April 30, 2027
_____	April 30, 2027
_____	April 30, 2028
_____	April 30, 2028
_____	April 30, 2028

ENVIRONMENTAL COMMITTEE

_____	April 30, 2027

GENERAL EMPLOYEES' PENSION BOARD

April 30, 2027
April 30, 2027

LIBRARY ADVISORY BOARD

April 30, 2027
April 30, 2027
April 30, 2027
April 30, 2027

RECREATION ADVISORY BOARD

April 30, 2027
April 30, 2027
April 30, 2027
April 30, 2027
April 30, 2027

WATERWAYS BOARD

April 30, 2028
April 30, 2028
April 30, 2028
April 30, 2028

Section 2. The Village Clerk is hereby directed to send a conformed copy of this Resolution to the members appointed above.

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

PASSED AND ADOPTED THIS 8TH DAY OF MAY, 2025

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK



**Village of North Palm Beach
Waterway Advisory Board Meeting
Minutes
Tuesday, March 25, 2025 at 5:30pm
Village Council Chambers**

I. Call to Order: Mark Michaels, Chair

II. Roll Call

- Mark Michels, MD, Chair
- Diane Wimbrow, Vice Chair
- Marty Domenech, Secretary
- George Alger, Board Member
- Paul Bartlett, Board Member
- Bruce Crawford, Board Member
- Jerry Sullivan, Board Member
- Robyn Lehoux, Village Liaison
- Orlando Puyol, Council Member

III. Approval of Minutes

- Please verify board member attendance of the March 25 meeting.

IV. Public Comments

V. New Business

- The quarterly meeting ordinance has not passed yet. All board members will be informed when the new meeting schedule is approved.

VI. Old Business

- Review Oysterfest details to promote to Parks & Recreation and/or Council.
- Evaluate the April 12th event

VII. Member Comments

VIII. Staff Comments

- Information regarding US 1 / SR 5 Bridge. See 'Availability of Public Notice' attachment. Per Mr. Girard, Director of Public Works, the bridge is being raised to 11.22 feet above Mean High Water from 9.61 feet. The existing canal bottom within the FDOT right of way is being dredged, which will happen after the bridge is demolished. The existing canal bottom is around elevation (-)8.44, and the new bottom will be at elevation (-)14.5, an additional depth of approximately 6'.

IX. Adjournment

All members of the public are invited to appear at the meeting, which may be continued from time to time. In accordance with the Americans with Disabilities Act, any person who may require special accommodation to participate in this meeting should contact the Village Clerk's Office at 561 841-3355 at least 72 hours prior to the meeting date. This agenda represents the tentative agenda for the scheduled meeting of the Waterways Board. Due to the nature of governmental duties and responsibilities, the Board reserves the right to add to or delete items from this agenda.

VILLAGE OF NORTH PALM BEACH LIBRARY ADVISORY BOARD MEETING MINUTES

DATE: March 25th, 2025

CALL TO ORDER

Chair Christine DelGuzzi called the meeting to order at 7:01 pm.

ROLL CALL

Christine DelGuzzi, Chair
Bonnie Jenkins, Member
Carolyn Kost, Member
Tina Chippas, Member
Brad Avakian, Secretary
Julie Morrell, Library Director
Stephanie DiGangi, Vice-Chair – Absent (excused)
Phyllis Wissner, Member – Absent

APPROVAL OF MINUTES

A motion to approve February minutes with the correction of Member Chippas absence being excused made and seconded; the motion passed unanimously.

MANAGER'S REPORT

Library Director Julie Morrell reported the following:

Facilities

- Bathroom renovation complete and facilities are now open.

Children's Programming

- Weekly Storytimes: Continuing with four sessions per week with good attendance to all sessions; Staff working on getting online signups in place.
- Beyond the Bricks (formerly Lego Club): Monthly program continues to thrive; different offerings for various ages; Library's float in Heritage Day Parade is Lego themed to highlight this program, Members invited to walk with Library.
- Children's Artistic Groove Crafting Hour: about a dozen participants attended open-ended program with variety of art supplies for children and adults to create art together.
- Alphabet Scavenger Hunts: every month a minimum of 50 children search the room for hidden letters to receive a small prize; St. Patrick's Day theme for March.
- Disney Pin Trading Event: first time event was a big success; families came to trade Disney pins and participated in trivia games for chances to win prizes, including pins; considering doing this event again in future.

Adult Programming

- Knit and Crochet: meet every Monday, with an average of 12 attendees.
- Great Courses Series: The Essential Italy lecture series began January 7 and will run until May 6, with 14-19 attendees learning about history, culture and art on Library's new big screen. Germany and Austria course in October.
- Silent Film Appreciation: 6 attendees came on Saturday, March 8th.
- Book Club: 25 attendees on March 6th.
- Aging with Grace Seminars with Shawn Woods: 30 attendees on March 13th.
- Computer Classes with Donna Parsons: 17 attendees on February 13th.

Library Advisory Board Meeting Minutes – March 25th, 2025

- Crafts for Grownups: 33 attendees created their own mix for a brown sugar body scrub with all natural/organic ingredients on March 20th.

Special Events

- AARP Tax-Aide Program: Began on February 5th and provides free tax assistance in the Obert Room and Bob's Garage until April 11th, serving an average of 900 people with 20-30 people per day; everyone is eligible for the assistance.
- Nature Fest at MacArthur State Park: Staff Members represented the Library at the full-day event with an estimated 1,000 people attending; signed up 13 new library cardholders, distributed information about Library programs and gave out North Palm Beach Library sunglasses; connections with other community groups and Park Ranger may lead to additional opportunities such as storytime in the Park's outdoor amphitheater.
- Resident Art Show: 14 winners and 53 members of the public attended on March 21st in the Obert Room.

Friends of the Library

- St. Patrick's Day Bingo: over 40 people came to bingo night on March 17th, winning gift certificates to local businesses.

Statistics

- Total E-Book circulation is up from last year; physical and total circulation is down according to new reporting.

NEW BUSINESS:

Director Morrell and members discussed the Village's change in requirements for board meetings and moving to a quarterly schedule.

OLD BUSINESS: None.

MEMBER COMMENTS:

Members discussed Federal policies as they relate to funding and State grants. Members thanked the Village for a lovely Advisory Board Dinner.

PUBLIC COMMENTS:

Resident Dave Talley commented that the Library Staff is doing a great job, specifically mentioning Mark and Lisa, and commending the Library.

STAFF COMMENTS:

The Staff loves the new bathrooms.

ADJOURNMENT:

Member Kost moved to adjourn meeting, motion seconded by Member Chippas and unanimously approved. Meeting adjourned at 7:20 pm.

Respectfully submitted by Brad Avakian.

VILLAGE OF NORTH PALM BEACH NORTH PALM BEACH COUNTRY CLUB

TO: Honorable Mayor and Council

FROM: Beth Davis, CCM, General Manager Country Club
Leonard G. Rubin, Village Attorney

DATE: May 8, 2025

SUBJECT: **ORDINANCE 2nd READING - Amending Chapter 9, "Country Club," of the Village Code of Ordinances by amending Article 1, "In General", Sections 9-1 and 9-2.**

Due to an overwhelming and costly amount of vandalism to the North Palm Beach Country Club golf course, staff requests that the Village Council approve an amendment to Chapter 9, "Country Club," of the Village Code of Ordinances by amending Sections 9-1 and 9-2 of Article I, "In General", to update and clarify the general rules and regulations, including operating hours and prohibitions, applicable to the North Palm Beach Country Club facilities and provide enforcement thereof.

The staff has reported several evening incidents where the course has been damaged by kids riding motorized vehicles, electric bikes, and bicycles across the greens and through the bunkers, while also running and sliding down the bunker faces. To date, the Club has spent well over \$20,000 to repair damages, which includes materials and labor. After discussion with the Village Manager and Village Police Department, Staff determined that the adoption of an Ordinance amending Sections 9-1 and 9-2 of the Village Code to update and clarify the general rules and regulations, including operating hours, and prohibitions, applicable to the North Palm Beach Country Club facilities and provide for enforcement is in the best interests of the Village and its residents.

The attached Ordinance has been prepared and/or reviewed by the Village Attorney for legal sufficiency.

There is no fiscal impact.

At its March 25, 2025 meeting, the Village Council adopted the Ordinance on first reading subject to certain revisions that were incorporated into the Ordinance presented on second reading at the last Council meeting. These changes included:

- Amending Section 9-1(2) to prohibit the operation of motorcycles, dirt bikes, or all-terrain vehicles at the North Palm Beach Country Club, other than within designated parking areas;
- Amending Section 9-1(2) to allow the operation of specified motorized or electric vehicles, as well as bicycles, skateboards, roller skates, strollers, and wagons, only on paths providing access to the Country Club clubhouse from the Golf Course Addition residential neighborhood or from the driving range, swimming pool, tennis center, or parking areas;
- Allowing persons to be on the golf course one hour before sunrise and one hour after sunset each day (reverting to the original language); and
- Authorizing the Village Manger to waive certain provisions during Village-sponsored special events at the Country Club, including, but not limited to, the Fourth of July and the Holiday Boat Parade.

At its April 10, 2025 meeting, the Village Council voted to continue consideration of the Ordinance to this meeting, with the following additional revisions, which have been incorporated into the Ordinance. These changes include:

- Changing the word “dig” to “damage” throughout Section 9-1(1).
- Amending Section 9-2(2)(a) to add low speed vehicles to the list of vehicles permitted only in designated parking areas.
- Removing the newly added subsections (2)(b) and (2)(c) of Section 9-1 relating to the operation of various motorized or electric vehicles, including personal golf carts, as well as non-motorized methods of transport, such as bicycles, skateboards, roller skates, etc.
- Revising Section 9-1(3) to: clarify that no one other than golfers should be on the golf course during regular play; provide access to the golf course for non-golfers for one hour after sunset and one hour before sunrise with the exception of tees, greens, bunkers, and ponds; and clarify that access by private golf carts is limited to golf cart paths only.
- Amending Section 9-2(d) to specifically add enforcement by code citation in addition to all other legal remedies, including Section 1-8 of the Village Code.

Recommendation:

Village Staff requests Council consideration and approval on the second and final reading of the attached Ordinance amending Chapter 9, “Country Club,” of the Village Code of Ordinances by amending Article 1, “In General”, sections 9-1 and 9-2, to update and clarify the general rules and regulations, including operating hours, and prohibitions applicable to the North Palm Beach Country Club in accordance with Village policies and procedures.

1 and parts of or appurtenances thereof, signs, notices, or
2 placards, whether temporary or permanent, or any other
3 structures, equipment, facilities or country club property or
4 appurtenances thereto, either real or personal.

5
6 b. Dig Damage or remove or disfigure any of the tee areas,
7 fairways, greens, bunkers, or rough, driving ranges, cart paths,
8 buildings, or equipment on the North Palm Beach Country Club
9 Golf Course.

10
11 c. Damage or remove or disfigure any of common areas,
12 walkways, lawns, tennis courts, lights, fences, buildings, or
13 equipment at the North Palm Beach Country Club tennis center.

14
15 d. Damage or remove or disfigure any of the common areas,
16 walkways, pool deck, diving boards, ladders, splash pad
17 flooring, splash pad water features, buildings, or equipment at
18 the North Palm Beach Country Club swimming pool.

19
20 e. Damage or remove or disfigure any of the common areas,
21 walkways, lawns, lights, fences, parking areas, buildings, or
22 equipment at the North Palm Beach Country Club clubhouse.

23
24 e f. Damage, cut, carve, transplant, or remove any tree or plant or
25 injure the bark or pick the flowers or seeds of any tree or plant.
26 Nor shall any person attach any rope, wire or any contrivance
27 to any tree or plant. A person shall not dig in or otherwise
28 disturb grassy areas or in any other way injure or impair the
29 natural beauty or usefulness of any area.

30
31 (2) Operation of motorized vehicles and other equipment.

32
33 a. Operate motorcycles, low speed vehicles, dirt bikes, or all-
34 terrain vehicles (ATV's) at the North Palm Beach Country
35 Club, other than within designated parking areas.

36
37 (2 3) Hours. Be physically present on:

38
39 a. The golf course at the Village of North Palm Beach Country
40 Club, during regular golf course play hours if not checked in
41 and engaged in course play. Non-golfers may access the golf
42 course for one (1) hour after sunset and one (1) hour before
43 sunrise each day, but shall not access the tees, greens, bunkers,
44 and ponds. Access by private golf carts is limited to golf cart
45 paths only. including all tees, fairways, greens, and rough areas
46 during the period from one (1) hour after sunset to one (1) hour
47 before sunrise each day.

1
2 b. ~~Other areas at the North Palm Beach Country Club, including~~
3 ~~the clubhouse, tennis facilities, swimming pool area and winter~~
4 ~~club except during daylight hours and during the hours of one~~
5 ~~(1) hour after sunset and one (1) hour before sunrise as the~~
6 ~~premises are lighted and use thereof has been expressly~~
7 ~~approved by the village for the country club restaurant, bar~~
8 ~~facilities, swimming pool area, tennis courts, golf course,~~
9 ~~driving range and the winter club. The opening and closing~~
10 ~~hours for such latter areas shall be posted at the main entrance~~
11 ~~to the facilities for public information. One (1) hour after sunset~~
12 ~~and one (1) hour before sunrise, all portions of the North Palm~~
13 ~~Beach Country Club which are not lighted and permitted for use~~
14 ~~as described above shall be closed to the public, and no person~~
15 ~~or persons shall walk or be upon any portion of the country club~~
16 ~~premises which is closed to the public during those hours. Any~~
17 ~~other areas of the North Palm Beach Country Club, including~~
18 ~~the clubhouse facility, tennis center facilities, swimming pool~~
19 ~~facilities, and the driving range facilities outside of posted~~
20 ~~operating hours.~~
21

22 **Sec. 9-2. Same – Signs; enforcement; penalties.**
23

- 24 (a) The village manager or the manager's designee shall ~~may~~ place appropriate
25 signs advising the public of the of the operating hours of various facilities and
26 the prohibitions set forth above at appropriate locations throughout closing of
27 country club facilities at each entrance to the North Palm Beach Country Club
28 and at each of the North Palm Beach Country Club facilities main entrances.
29
- 30 (b) All employees at the North Palm Beach Country Club and the village's police
31 department shall, in connection with their duties imposed by law, diligently
32 enforce the provisions of section 9-1 ~~and 9-2~~. ~~The All persons employed at the~~
33 ~~North Palm Beach Country Club village manager or the manager's designee~~
34 shall have the authority to eject ~~reject~~ from the country club premises any
35 person acting in violation of sections 9-1 ~~and 9-2~~. The North Palm Beach
36 Police Department and any North Palm Beach law enforcement officer shall
37 have the authority to enforce sections 9-1 ~~and 9-2~~ and to arrest any person
38 trespassing upon the country club property or otherwise in violation of the
39 hours of use and other ~~provisions~~ prohibitions of sections 9-1 ~~and 9-2~~.
40
- 41 (c) Waiver. The village manager or the manager's designee may waive the
42 provisions of subsections (2) and (3) during village-sponsored special events
43 at the North Palm Beach Country Club, including, but not limited to, the Fourth
44 of July and the Holiday Boat Parade.
45

1 (e d) *Penalties.* Violation of any provision of this ~~Code section~~ article shall be
2 punished as provided in section 1-8 of this Code or as otherwise authorized by
3 law, including but not limited to the issuance of a code enforcement citation.
4

5 Section 3. The provisions of this Ordinance shall become and be made a part of the Code of the
6 Village of North Palm Beach, Florida.
7

8 Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is for
9 any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such
10 holding shall not affect the remainder of this Ordinance.
11

12 Section 5. All ordinances or parts of ordinances and resolutions or parts of resolutions in conflict
13 herewith are hereby repealed to the extent of such conflict.
14

15 Section 6. This Ordinance shall take effect immediately upon adoption.
16

17 PLACED ON FIRST READING THIS _____ DAY OF _____, 2025.
18

19 PLACED ON SECOND, FINAL READING AND PASSED THIS _____ DAY OF _____,
20 2025.
21

22
23 (Village Seal)

MAYOR

24
25
26 ATTEST:
27

28 _____
29 VILLAGE CLERK
30

31 APPROVED AS TO FORM AND
32 LEGAL SUFFICIENCY:
33

34 _____
35 VILLAGE ATTORNEY

Business Impact Estimate

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING CHAPTER 9, "COUNTRY CLUB," OF THE VILLAGE CODE OF ORDINANCES BY AMENDING SECTIONS 9-1 AND 9-2 OF ARTICLE I, "IN GENERAL," TO UPDATE THE GENERAL RULES AND REGULATIONS APPLICABLE TO THE NORTH PALM BEACH COUNTRY CLUB AND THE ENFORCEMENT THEREOF; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the Village is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the Village is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- The proposed ordinance is required for compliance with Federal or State law or regulation;
- The proposed ordinance relates to the issuance or refinancing of debt;
- The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- The proposed ordinance is an emergency ordinance;
- The ordinance relates to procurement; or
- The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the Village hereby publishes the following information:

¹ See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance: The proposed Ordinance updates the rules and regulations for the North Palm Beach Country Club to include all damages to individual Country Club facilities and to regulate the use of certain motorized and electric vehicles and non-motorized conveyances on Country Club grounds.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the Village:

- (a) There are no direct compliance costs that private, for-profit businesses in the Village may reasonably incur;
- (b) There is no new charge of fee imposed by the proposed Ordinance; and
- (c) There are no regulatory costs.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: None

VILLAGE OF NORTH PALM BEACH
VILLAGE ATTORNEY'S OFFICE

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Leonard G. Rubin, Village Attorney

DATE: May 8, 2025

SUBJECT: **RESOLUTION** – Approval of an Amended and Restated Revocable License and Indemnification Agreement with The Benjamin School

Through the adoption of Resolution No. 2013-42 on August 22, 2103, the Village Council approved a Revocable License Agreement with The Benjamin School to allow the School to utilize a portion of the McLaren Road right-of-way for faculty parking. The Agreement was a requirement of the Village Council's 2013 approval of The Benjamin School Planned Unit Development ("PUD") and related Site Plan.

At its last meeting, the Village Council approved a major amendment to the PUD through the adoption of Ordinance No. 2025-08, thereby authorizing a reconfiguration of the parking within the McLaren Road right-of-way. Section 5.D of Ordinance No. 2025-08 required the School to enter into an amended Revocable License and Indemnification Agreement to reflect the revised parking configuration.

The Amended and Restated Revocable License and Indemnification Agreement is presented for Council review and approval and replaces the prior Agreement executed in 2013. The essential terms of the Agreement, which are similar to the prior Agreement, are as follows:

- The School's use of the right-of-way is limited to faculty parking and the School is responsible for enforcing this restriction.
- For the first five years, the Village may terminate the Agreement if it determines that the right-of-way is needed for the expansion of McLaren Road and funding is available to construct such improvements. This allows the School to recoup the monies expended for the construction of the improvements. After five years, either party may terminate the Agreement upon written notice, provided, however, that termination by the Village requires a vote of the Village Council. In the event of termination, the School must initiate an amendment to the PUD and Site Plan to remove the parking within sixty (60) and effectuate the actual removal of all right-of-way parking within one hundred and eighty (180) days.
- The School agrees to indemnify the Village for any claims, liabilities, and losses arising out of the use of the right-of-way for parking unless such claims, liabilities, and losses result from the sole negligence of the Village. The School is required to obtain Comprehensive Liability, Employer's Liability, and Automobile Liability insurance and include the Village as an additional insured.
- The School shall take all actions necessary to ensure that no liens are filed against Village property.

In accordance with Ordinance No. 2025-08, the Amended and Restated Revocable License Agreement must be approved by the Village Council prior to the issuance of the first building permit for the improvements to the School's campus.

The attached Resolution and Agreement have been prepared and reviewed for legal sufficiency by this office.

There is no fiscal impact.

Recommendation:

Village Staff requests Council consideration and approval of the attached Resolution approving an Amended and Restated Revocable License and Indemnification Agreement with The Benjamin Private School, Inc. and authorizing the Mayor and Village Clerk to execute the Agreement in accordance with Village policies and procedures.

RESOLUTION 2025-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA APPROVING AN AMENDED AND RESTATED REVOCABLE LICENSE AND INDEMNIFICATION AGREEMENT WITH THE BENJAMIN PRIVATE SCHOOL, INC. FOR PARKING WITHIN THE MCLAREN ROAD RIGHT-OF-WAY AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE THE AGREEMENT; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, through the adoption of Resolution No. 2013-42 on August 22, 2013, the Village Council approved a Revocable License and Indemnification Agreement with The Benjamin School for faculty parking within the McLaren Road right-of-way; and

WHEREAS, through the adoption of Ordinance No. 2025-08, the Village Council approved a reconfiguration of the parking in the right-of-way and required the School to enter into an Amended Revocable License and Indemnification Agreement with the Village to reflect this change; and

WHEREAS, the Village Council determines that the approval of an Amended and Restate License and Indemnification Agreement with The Benjamin School is in the best interests of the Village and its residents.

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

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

Section 2. The Village Council of the Village of North Palm Beach, Florida, hereby approves an Amended and Restated Revocable Indemnification and License Agreement with The Benjamin Private School, Inc., a copy of which is attached hereto and incorporated herein, and authorizes the Mayor and Village Clerk to execute the Agreement on behalf of the Village.

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

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

PASSED AND ADOPTED THIS ____ DAY OF _____, 2025.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK

**AMENDED AND RESTATED REVOCABLE LICENSE
AND INDEMNIFICATION AGREEMENT**

This Amended and Restated Revocable License and Indemnification Agreement (“Agreement”), is made and entered into this ____ day of _____, 2025, by and between the VILLAGE OF NORTH PALM BEACH, a municipal corporation organized and existing under the laws of the State of Florida, having its principal place of business at 501 U.S. Highway One, North Palm Beach, FL 33408 (“Village”) and THE BENJAMIN PRIVATE SCHOOL, INC., a private school corporation, having its place of business at 11000 Ellison Wilson Road, North Palm Beach, FL 33408 (“School”).

WITNESSETH:

WHEREAS, on August 22, 2013, the Village and the School executed a Revocable License and Indemnification Agreement whereby the Village granted the School a license to utilize a portion of the McLaren Road right-of-way for faculty parking pursuant to Ordinance No. 2013-06 (“PUD Ordinance”) approving The Benjamin School Planned Unit Development (“PUD”); and

WHEREAS, at the request of the School, the Village recently approved an amendment to the PUD and the approved site plan through the adoption of Ordinance No. 2025-08 (“PUD Amendment Ordinance”), thereby approving a reconfiguration of the formerly licensed area; and

WHEREAS, Section 5.D of the PUD Amendment Ordinance requires the School to enter into an amended Revocable License and Indemnification Agreement to reflect the revised parking configuration within the McLaren Road right-of-way; and

WHEREAS, the Village agrees to allow the School to utilize and construct the revised parking configuration within the McClaren Road right-of-way pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, In consideration of the mutual covenants contained herein and other good and valuable consideration, Village and School agree as follows:

1. Recitals. The foregoing recitals are ratified as true and correct and are incorporated herein by reference.
2. Termination of Prior Agreement. Upon execution of this Agreement by both parties (“Effective Date”), the Revocable License and Indemnification Agreement dated August 22, 2013 is hereby repealed in its entirety and this Agreement substituted in its place.
3. License. The Village hereby grants and conveys to the School a non-exclusive license on, upon, and across that portion of the McClaren Road right-of-way depicted on the excerpt from the approved Site Plan attached hereto as Exhibit “A” and incorporated herein (“Licensed Area”).
 - A. *Uses*. The Licensed Area shall be used for the sole purpose of providing parking for vehicles by the School’s faculty. The grant of this license is subject to all covenants, conditions, restrictions, police powers, regulations and prior easements

affecting the Licensed Area, in addition to the terms and conditions of the PUD Amendment Ordinance.

- B. *License Term.* The School shall be entitled to have use of the Licensed Area pursuant to this Agreement beginning on the Effective Date, subject to the School's compliance with Section 4 below. This License Term shall continue until terminated pursuant to Section 7 below.
 - C. *Conditions.* The School shall pave the Licensed Area and properly mark the pavement for parking spaces. The School shall be responsible for installation of signs indicating faculty parking usage only and shall be further responsible for the enforcement of this faculty parking restriction. The School shall, during the term of the License, maintain all improvements located in the Licensed Area and constructed by the School in good repair.
4. Compliance with Laws. The School, at its sole cost and expense, shall be responsible for and shall obtain, or cause to be obtained in advance of the commencement of the License Term, any and all licenses, permits or other approvals from any and all governmental agencies, federal, state or local, in connection with its use of the Licensed Area during the License Term, copies of which shall be delivered to the Village prior to the commencement of the License Term. The School warrants for itself and its officers, directors, employees, agents, suppliers, and subcontractors, at any tier, and their respective agents and employees, compliance with all applicable Federal, State, and local laws and regulations in connection with the School's use of the Licensed Area pursuant to this Agreement (including, but not limited to, compliance with the requirements of all permits required during the License Term).
5. Insurance. During the term of this Agreement, the School shall maintain the following insurance policies written by an insurance company authorized to do business in the State of Florida:
- A. Comprehensive General Liability Insurance with minimum coverage limits of \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury and property damage.
 - B. Workers' Compensation Insurance in accordance with statutory requirements and Employer's Liability Insurance with limits of not less than \$100,000 for each accident and not less than \$500,000 in the aggregate.
 - C. Comprehensive Automobile Liability Insurance for hired and non-hired vehicles with a combined single limit of no less than \$500,000 per incident for bodily injury and property damage.
 - D. The School shall provide the Village certificates of insurance which shall include a provision that policy cancellation, non-renewal or reduction in coverage shall not be effective until thirty (30) days' written notice has been given to the Village. The School shall include Village as an additional insured on the Comprehensive

Automobile Liability Insurance and Automobile Insurance policies required by this Agreement.

6. Indemnification.

- A. To the fullest extent permitted by applicable laws and regulations, the School shall indemnify and save harmless and defend the Village, its officials, agents, servants, and employees from and against any and all claims, liability, losses, and/or causes of action arising out of or in any way related to School's use of the Licensed Area pursuant to this Agreement, including, but not limited to, those caused by or arising out of any act, omission, negligence or default of the School and/or its contractors, agents, servants or employees.
- B. The School shall not be required to indemnify the Village, its officials, agents, servants, and employees when the occurrence results solely from the wrongful acts or omissions of the Village, its officials, agents, servants, and employees.
- C. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Village or School, nor shall this Agreement be construed a waiver of sovereign immunity beyond the waiver expressly provided in § 768.28, Florida Statutes.

7. Termination.

- A. For a period of five years from the Effective Date, the Village may terminate the Agreement if the Village determines, in its sole discretion, that the Licensed Area is needed for the expansion of McLaren Road and funding is available to construct such improvements. In such event, Village shall provide written termination notice to School.
- B. At the expiration of five years from the Effective Date, either party may thereafter terminate this Agreement by providing written notice to the other party, provided, however, that termination by the Village shall require a vote of the Village Council.
- C. Notwithstanding the foregoing, Village may terminate the Agreement at any time based on the School's breach of the Agreement by failing to abide by the conditions set forth in Section 3.C. Such termination shall be effective upon written notice to the School and the School's failure to cure such breach within ten (10) days of receipt of written notice.
- D. In the event of termination of the Agreement for any reason, the School shall initiate an amendment to the PUD to remove parking within the Licensed Area from the site plan within sixty (60) days of the written notice of termination. Irrespective of the Village's formal adoption of an amendment to the PUD to reflect removal of parking within the Licensed Area, the School shall remove all parking and other improvements from the Licensed Area and restore the Licensed Area to the condition existing prior to August 22, 2013 (the Effective Date of the prior

Agreement) to the extent reasonably practicable within one hundred and eighty (180) days of the written notice of termination.

8. No Liens. The School hereby waives, and shall not permit to be filed or otherwise imposed, any type of lien on the Licensed Area or on any of the Village's property in connection with this Agreement. If any such lien is filed, the School shall cause such lien to be released and discharged within fifteen (15) calendar days, or provide the Village with a bond or other security which shall be in an amount and in a form and substance acceptable to the Village in its sole discretion. Each contract the School enters into with any subcontractor, must contain a provision to the same effect as the foregoing whereby such subcontractor waives any and all lien rights such subcontractor may now or at any time hereafter have or obtain against the Licensed Area or any of the Village's property in connection with this Agreement. Without further consideration, the School will, and shall cause its subcontractors to, provide additional waivers of lien from time to time upon request by the Village.
9. Assignment. School shall not assign this Agreement (or any of its rights, duties, or remedies under this Agreement) without the prior written consent of Village.
10. Entire Agreement. This Agreement, together with all exhibits and referenced documents, constitutes the entire agreement between the parties regarding the Licensed Area and supersedes all prior understandings and negotiations (whether written or oral), with the exception of the PUD Ordinance, as amended. All exhibits referenced in this Agreement are attached hereto and incorporated herein by reference. This Agreement can only be amended in writing signed by all parties. All obligations of the School in this Agreement providing for performance after termination shall survive termination; and all indemnities contained in the Agreement shall survive termination. The invalidity or unenforceability of any part of this Agreement shall not invalidate or affect the remainder, which shall continue to govern the relative rights and duties of the parties as though the invalid or unenforceable part were not a part hereof.
11. Addresses and Notices. Any notice provided in or permitted under this Agreement shall be made in writing and may be given or served by: (a) delivering the same in person to the party to be notified; (b) depositing the same in the mail, postage prepaid, registered or certified with return receipt requested, and addressed to the party to be notified at the address hereinbelow specified (if a post office box is specified, then any notice sent by mail must be sent to the post office box); (c) delivering the same to a street address (and not a post office box) specified herein on a prepaid basis via a nationally recognized courier service, such as FedEx or (d) sent by facsimile transmission followed by a confirmatory notice by one of the foregoing means. If notice is deposited in the mail, it will be deemed received on the date shown on the return receipt. If notice is sent by facsimile transmission, it will be deemed received upon the successful transmission of such notice provided that an original of such facsimile is also sent to the party to be notified by the means described in this Section. Notice given in any other manner shall be deemed received only if and when actually received by the party to be notified. For the purpose of notice, the address of each party hereunder shall be, until changed by written notice to each party hereto, as follows:

If to the Village: Village of North Palm Beach
 Attn: Chuck Huff, Village Manager
 501 U.S. Highway One
 North Palm Beach, FL 44408
 Telephone: (561) 841-3361
 Facsimile: (561) 848-3344

with a copy to: Leonard G. Rubin, Esquire
 Torcivia, Donlon, Goddeau & Rubin, P.A.
 701 Northpoint Parkway, Suite 209
 West Palm Beach, Florida 33407
 Telephone: (561) 686-8700
 Facsimile: (561) 686-8764

If to School: The Benjamin School
 Attn: David C. Faus, Head of School
 11000 Ellison Wilson Road
 North Palm Beach, FL 33408
 Telephone: (561) 626-3747
 Facsimile: (561) 691-9017

With a copy to: Jeremy Bowerman, Esq.
 (which shall not constitute Jeck Harris
 notice) 790 Juno Ocean Walk, Suite 600
 Juno Beach, FL 33408
 Telephone: (561) 746-1002
 Facsimile: (561) 775-0270

12. Governing Law and Venue. The laws of the State of Florida shall govern this Agreement. All legal action necessary to enforce this Agreement will be held in Palm Beach County, Florida. **The parties knowingly, voluntarily, and intentionally waiver any right they may have to trial by jury with respect to any litigation arising out of this Agreement.**
13. Enforcement Costs. If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Agreement, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses (including taxes) even if not taxable as court awarded costs (including, without limitation, all such fees, costs and expenses incident to appeals), incurred in that action or proceeding.
14. Anti-Discrimination. The School warrants and represents that all of its employees, agents, and representatives are treated equally during employment without regard to race, color, religion, gender, age, national origin, sexual orientation, disability, or any other category protected by federal, state, or local law.

15. Waiver. A waiver by either the Village or the School of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

16. Preparation. This Agreement shall not be construed more strongly against either party regardless of which party was more responsible for its preparation.

17. Inspector General. The School is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Agreement, and in furtherance thereof, may demand and obtain records and testimony from the School and its subcontractors. The School understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the School or its subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Village to be a material breach of the Agreement justifying termination.

IN WITNESS WHEREOF, the parties have executed this Amended and Restated License Agreement on the dates indicated below:

VILLAGE:

Village of North Palm Beach, a Florida municipal corporation

By: _____
Deborah Searcy, Mayor

Date: _____

Attest:

By: _____
Jessica Green, Village Clerk

Approved as to form and legal sufficiency:

By: _____
Village Attorney

SCHOOL:

The Benjamin Private School, Inc., a private school corporation

By: _____
Printed Name:
Title:

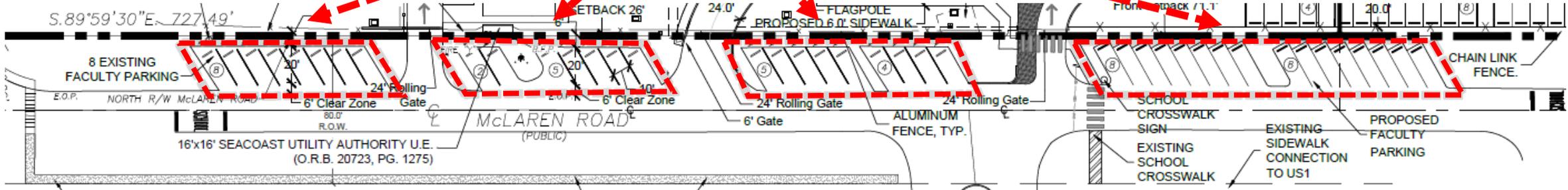
Date: _____

EXHIBIT A

Licensed Area
(Site Plan Excerpt)

Exhibit A

Licensed Area



Note:

- 45 parking spaces are available at Crystal Tree Plaza for Benjamin School parent parking for drop-off and pickup per agreement.
- 40 parking spaces in the McLaren Road ROW are subject of a licence agreement with Town of North Palm Beach.
- These spaces are not included in the provided parking tabular

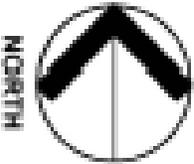
CONDO ZONING: R3
FLU: HIGH DENSITY RESIDENTIAL

CRYSTAL TREE ZONING: C1
FLU: COMMERCIAL

The Benjamin School

North Palm Beach, Florida

MCLAREN ROAD REVOCABLE LICENSE AND INDEMNIFICATION AGREEMENT



**VILLAGE OF NORTH PALM BEACH
BUILDING AND ZONING DEPARTMENT
VILLAGE ATTORNEY'S OFFICE**

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Leonard G. Rubin, Village Attorney
Valentino Perez, Building Director

DATE: May 8, 2025

SUBJECT: **WORKSHOP** – Ordinance amending Section 45-32.1 of the Village Code of Ordinances to adopt a new Table of Uses for the C-T Transitional Commercial Zoning District.

Background:

Village Staff recognizes that portions of the Village's Zoning Code are outdated, and Staff is in the process of modernizing the document. Recently, recently the owner of property located in the C-T Transitional Commercial District contacted the Village regarding amending the uses in this zoning district to provide more flexibility and bring them in line with the use tables for other commercial zoning districts. The uses within the C-T Zoning District were last updated in 1999. Currently, Section 45-32.1(B) of the Village Code lists the following permitted used within the C-T Zoning District:

1. Financial institutions;
2. Professional and business offices, not including medical and dental clinics;
3. Florists;
4. Clothing stores;
5. Stationery stores;
6. Photo studios/camera shops;
7. Sporting goods stores;
8. Gift shops;
9. Candy shops;
10. Seamstress/tailor shop;
11. Personal service establishments, such as barber shops, hair salons, and nail salons;
12. Instructional dance/music studios;
13. Family day care home;
14. Multiple-family dwelling structures of two (2), three (3), or four (4) dwelling units, provided that residential density does not exceed twelve (12) units per acre.

If a use is listed as permitted, it is deemed prohibited.

The Village presently has eleven (11) properties with a C-T zoning designation. These properties are predominately along the east side of Alternate A1A, with one property located on Prosperity Farms Road (Village Grocery Store)

Village Staff reviewed the existing uses and examined what other jurisdictions allowed within transitional zoning districts.

Discussion:

Transitional zoning districts are used to create a gradual shift between different land use types, like residential and commercial, by establishing buffer zones with mixed uses or less intensive development. The creation of these buffer zones mitigates potential conflicts between incompatible land uses and promotes a smoother transition between areas, ultimately enhancing livability and property values within a community.

The general description of the C-T Transitional Commercial District is to provide for the development of low-intensity residential and business uses. The C-T district is intended to serve as a transition between strictly residential areas and intense commercial development. Consequently, the Village should consider the impacts that a permitted commercial business will have on adjacent residential properties, including, but not limited, noise, litter, and traffic.

Over time, uses have changed substantially and it is uncommon to see a standalone photo studio/camera shop or candy store. Sporting goods stores tend to be big box stores like Dick’s Sporting Goods, which is opposite to the “mom and pop” stores that have historically been operating in the Village. Further, many uses were not considered when the Code of Ordinance was adopted. For example, Live/Work Units did not exist then. In addition, the nature of the areas where the CT District is located has also changed. Alternate A1A and Northlake Boulevard are not the same as they were fifty years ago. There is more traffic and the area has been built out.

As a result, Village Staff agrees that the C-T Transitional Commercial District uses should be updated. Village Staff is proposing to provide general categories, which are determined by their nature, rather than specific business types. The Village has already utilized this approach in the C-NB Northlake Boulevard Commercial District, the C-MU US-1 Mixed-Use District, and the C-3 Regional Business District.

Below is the proposed Use Chart for the C-T Zoning District:

	PERMITTED USES	SPECIAL EXCEPTION	NOT PERMITTED
RESIDENTIAL USES			
Mobile home park			X
Dwelling, one family detached			X
Dwelling, all other dwelling types (Maximum 12 units per acre)	X		
Live/Work Units	X		
Assisted living facility			X

Community residential home ¹	X		
LODGING USES			
Hotel/Motel			X
Timeshare unit			X
Bed and Breakfast			X
BUSINESS USES			
Office, general	X		
Office or clinic, medical or dental	X		
Stores & services, general	X		
Store & services, large format			X
Adult Entertainment			X
Convenience Store with or without fuel		X	
Drive-thru facility (for any use)			X
Heavy commercial and light industrial			X
Medical marijuana treatment center			X
Restaurant less than 3,000 sq. ft. and no table service	X		
All other restaurants			X
Telecommunications antennas			X
Vehicle sales or repair			X
Cocktail lounges and bars			X
CIVIC & EDUCATION USES			
Child care		X	
Civic space	X		

Family day care	X		
Government Building	X		
Hospital or Medical Center			X
Public Space	X		
School, public or private		X	
Church or Place of Worship		X	

¹ Subject to the same requirements as apply in the R-2 zoning district.

In addition to eliminating the specific types of permitted commercial uses, the primary differences between the proposed Table of Uses and the uses currently permitted within the C-T zoning district are as follows:

- The specific types of multi-family dwellings (two, three, or four units) permitted have been eliminated (but the maximum density of 12 units per acre has been carried over);
- A medical or dental office or clinic has been added to the list of permitted uses;
- A restaurant of less than 3,000 square feet with no table services has been added to the list of permitted uses; and
- New special exception uses have been added, namely, convenience store with or without fuel, child care facility, public or private school, and church or place of worship.

As set forth in Section 45-16.2 of the Village Code, special exception uses are uses that are generally compatible with use characteristics of a zoning district, but which require individual review of their location, design intensity, configuration, and public facility impact to determine the appropriateness on any particular site. Village Council approval is required for any special exception use, and the Council may impose additional conditions “to make uses compatible within their specific contexts.” An applicant seeking to establish a special exception use must demonstrate that: (1) the proposed use is consistent with the Comprehensive Plan and the Village’s land development regulations; (2) the proposed use will not have an undue adverse effect upon nearby properties or generate excessive traffic or noise; (3) the proposed use is compatible with the existing or planned character of the neighborhood; (4) all reasonable steps have been taken to minimize any adverse effect on the immediate vicinity; (5) the proposed use will not interfere with the development and use of neighboring properties; and (6) the proposed use will protect the Village’s tax base, will not create a financial burden, and will be in the interests of the public health, safety, and welfare.

The Planning, Zoning and Adjustment Board conducted a public hearing on the proposed Ordinance at its March 4, 2025 meeting and recommended approval of the Ordinance with minor revisions (that have already been incorporated).

Recommendation:

Village Staff requests Council consideration, input, and guidance on the attached Ordinance adopting a new table of uses for C-T Transitional Commercial Zoning District in accordance with Village policies and procedures.

1 **ORDINANCE NO. 2025-___**

2
3 AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH
4 PALM BEACH, FLORIDA, AMENDING APPENDIX C (CHAPTER 45),
5 "ZONING," OF THE VILLAGE CODE OF ORDINANCES BY AMENDING
6 ARTICLE III, "DISTRICT REGULATIONS," SECTION 45-32.1, "C-T
7 TRANSITIONAL COMMERCIAL DISTRICT," TO ADOPT A NEW TABLE OF
8 USES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY;
9 PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

10
11 WHEREAS, the intent of the C-T Transition Commercial Zoning District is to provide for the
12 development of low-intensity residential and business uses and to serve as a transition between strictly
13 residential areas and intense commercial development; and

14
15 WHEREAS, the table of permitted uses for the C-T Zoning District, formerly the CC Transitional
16 Commercial Zoning District, has not been updated for over twenty-five (25) years; and

17
18 WHEREAS, Village Staff is proposing to update the list of permitted, special exception, and
19 prohibited uses within the C-T Zoning District to more accurately reflect current uses and market
20 demands and utilize a more user-friendly table format found in other updated commercial zoning
21 districts; and

22
23 WHEREAS, on March 4, 2025, the Planning, Zoning and Adjustment Board held a public hearing on
24 this Ordinance and provided a recommendation to the Village Council; and

25
26 WHEREAS, the Village Council determines that the adoption of this Ordinance is in the best interests
27 of the public health, safety, and welfare.

28
29 NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF
30 NORTH PALM BEACH, FLORIDA as follows:

31
32 Section 1. The foregoing recitals are ratified as true and correct and are incorporated herein.

33
34 Section 2. The Village Council hereby amends Article III, "District Regulations," of Appendix
35 C (Chapter 45) of the Village Code of Ordinances by amending Section 45-32.1 to read as follows
36 (additional language is underlined and deleted language is ~~stricken through~~):

37
38 **ARTICLE III. – DISTRICT REGULATIONS**

39 * * *

40
41
42 **Sec. 45-32.1. C-T transitional commercial district.**

43 * * *

- 44
45
46 B. *Uses permitted.* The following uses are permitted in the C-T transitional
47 commercial district:
48 1. ~~Financial institutions;~~

- 1 2. Professional and business offices, not including medical and dental
- 2 clinics;
- 3 3. Florists;
- 4 4. Clothing stores;
- 5 5. Stationery stores;
- 6 6. Photo studios/camera shops;
- 7 7. Sporting goods stores;
- 8 8. Gift shops;
- 9 9. Candy shops;
- 10 10. Seamstress/tailor shop;
- 11 11. Personal service establishments, such as barber shops, hair salons, and
- 12 nail salons;
- 13 12. Instructional dance/music studios;
- 14 13. Family day care home;
- 15 14. Multiple family dwelling structures of two (2), three (3), or four (4)
- 16 dwelling units, provided that residential density does not exceed twelve
- 17 (12) units per acre.
- 18
- 19

	PERMITTED USES	SPECIAL EXCEPTION	NOT PERMITTED
RESIDENTIAL USES			
Mobile home park			X
Dwelling, one family detached			X
Dwelling, all other dwelling types (maximum 12 units per acre)	X		
Live/Work Units	X		
Assisted living facility			X
Community residential home ¹	X		
LODGING USES			
Hotel/Motel			X
Timeshare unit			X
Bed and Breakfast			X
BUSINESS USES			
Office, general	X		
Office or clinic, medical or dental	X		
Stores & services, general	X		
Store & services, large format			X
Adult Entertainment			X
Convenience Store with or without fuel		X	
Drive-thru facility (for any use)			X

Heavy commercial and light industrial			X
Medical marijuana treatment center			X
Restaurant less than 3,000 sq. ft. and no table service	X		
All other restaurants			X
Telecommunications antennas			X
Vehicle sales or repair			X
Cocktail lounges and bars			X
CIVIC & EDUCATION USES			
Child care		X	
Civic space	X		
Family day care	X		
Government Building	X		
Hospital or Medical Center			X
Public Space	X		
School, public or private		X	
Church or Place of Worship		X	

¹Subject to the same requirements as apply in the R-2 zoning district.

* * *

Section 3. The provisions of this Ordinance shall become and be made a part of the Code of the Village of North Palm Beach, Florida.

Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such holding shall not affect the remainder of this Ordinance.

Section 5. All ordinances or parts of ordinances and resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This Ordinance shall take effect immediately upon adoption.

PLACED ON FIRST READING THIS ____ DAY OF _____, 2025.

PLACED ON SECOND, FINAL READING AND PASSED THIS ___ DAY OF _____, 2025.

(Village Seal)

MAYOR

1 ATTEST:

2

3

4

VILLAGE CLERK

5

6 APPROVED AS TO FORM AND

7 LEGAL SUFFICIENCY:

8

9

10

VILLAGE ATTORNEY

Sec. 45-32.1. C-T transitional commercial district.

- A. *General description.* This residential/commercial transitional district is to provide for the development of low-intensity residential and business uses. The C-T district shall serve as a transition between strictly residential areas and intense commercial development.
- B. *Uses permitted.* The following uses are permitted in the C-T transitional commercial district:
1. Financial institutions;
 2. Professional and business offices, not including medical and dental clinics;
 3. Florists;
 4. Clothing stores;
 5. Stationery stores;
 6. Photo studios/camera shops;
 7. Sporting goods stores;
 8. Gift shops;
 9. Candy shops;
 10. Seamstress/tailor shop;
 11. Personal service establishments, such as barber shops, hair salons, and nail salons;
 12. Instructional dance/music studios;
 13. Family day care home;
 14. Multiple-family dwelling structures of two (2), three (3), or four (4) dwelling units, provided that residential density does not exceed twelve (12) units per acre.
- C. *Conditions for permitted uses:*
1. All activities, sales and storage of goods must be conducted entirely within completely enclosed buildings with permanent nonmoving outside walls.
 2. No outside sidewalk of parking lot storage (or) display of merchandise will be permitted.
 3. No manufacturing or production of products for retail or wholesale will be permitted.
- D. *Building height regulations.* No building or structure shall exceed two (2) stories or twenty five (25) feet.
- E. *Building site area regulations:* Maximum floor-area-ratio: 0.70.
- F. *Yards.*
1. *Front yards.*
 - (a) All buildings shall be constructed from the Alternate A-I-A or Prosperity Farms Road right-of-way to provide a front yard of not less than twenty (20) feet.
 - (b) All buildings shall be set back from the right-of-way of streets which intersect with Alternate A-I-A or Prosperity Farms Road providing a yard of not less than ten (10) feet.
 - (c) The ground story of each building facade that faces a front yard must have at least 15% of its surface area in transparent glass that will transmit at least 50% of visible daylight.

EXISTING REGULATIONS

2. *Side and rear yards.* All buildings shall be set back from side and rear lot lines so as to provide side and rear yards of not less than:
 - (a) Ten (10) feet when abutting a lot with residential zoning.
 - (b) Zero (0) feet when abutting a lot with commercial or mixed-use zoning.
- G. *Off-street parking regulations.* Off-street parking shall be provided at half of the number of parking spaces required in:
 1. The C-S zoning district for commercial uses; and
 2. The R-2 zoning district for residential uses.
- H. *Off-street parking layout, construction and maintenance* shall be as provided in section 45-36.J.
- I. *Landscape standards.* Landscaping shall be required in the following areas as required by the village's landscaping requirements:
 1. Miscellaneous landscape elements, as required in section 45-88;
 2. Off-street parking lots, as required in section 45-89;
 3. Site perimeters, as required in section 45-90, except that no perimeter landscaping is required along a lot line that abuts commercial zoning; and
 4. Base of foundation, as required by section 45-91.

(Ord. No. 31-97, § 1(Exhibit A), 7-10-97; Ord. No. 23-99, § 1, 6-10-99; Ord. No. 15-2000, § 1, 5-25-00; Ord. No. 2020-06, § 18(Exh. 2), 9-24-20)

Editor's note(s)—Ord. No. 2020-06, § 18, adopted September 24, 2020, renamed § 45-32.1 from "C-C transitional commercial district" to "C-T transitional commercial district."