

# ***ACTION AGENDA***

## ***2023 – 2024***

Mayor and Village Commission



Royal Palm Beach, Florida  
March 2023

Lyle Sumek Associates, Inc.  
411 N New River Dr E502  
Fort Lauderdale, FL 33301

Phone: (386) 246-6250  
E-mail: [sumekassoc@gmail.com](mailto:sumekassoc@gmail.com)

# **Village of Royal Palm Beach Goals 2028**

**Financially Sound Government**

**Responsive Village Services**

**RPB – A Unique Community**

**Exceptional Parks and Leisure Choices for All**

# Definitions of Terms

## **POLICY –**

is an issue that needs direction or a policy decision by the Council; or needs a major funding decision by the Council; or an issue that needs Council leadership by the governing body in the community; or with other governmental bodies (Village government, other Village governments, state government, federal government) – questions of “WHAT: IS THE DIRECTION; IS THE GOAL; IS THE BUDGET OR RESOURCES; IS THE VILLAGE'S POLICY OF REGULATION?”

## **MANAGEMENT –**

a management action which the Council has set the overall direction and provided initial funding (e.g., phased project), may require further Council action on funding; or a major management project particularly multiple years (e.g., upgrade to the information system) – questions of “HOW: DO WE ADDRESS THE ISSUE, MANAGE THE VILLAGE; IMPLEMENT A DECISION OR PROGRAM; CAN WE IMPROVE THE MANAGEMENT OR ORGANIZATIONAL PROCESS?”

## **MANAGEMENT IN PROGRESS –**

a management or organization action which Council has set the direction, needs staff work before going to Council for direction next year or beyond, no choice mandated by an outside governmental agency or institution, management process improvement budgeted or funded by the Council.

## **MAJOR PROJECT –**

a capital project funded in the CIP or by Council action which needs design or to be constructed (e.g., Road project, Village facility project, park project, etc.).

## **ON THE HORIZON –**

an issue or project that will not be addressed during the year by management or the Council but should be addressed in the next five years; it could become an action item for this year if another party moves the issue or project forward – it depends on them.

# **Policy Agenda 2023 – 2024 Targets for Action Village of Royal Palm Beach**

## **TOP PRIORITY**

**Balanced Budget FY24 Without Tax Increase**

**Village Capital Planning – Revenue Projections and Plan (5-Year)**

**State Road 7 Corridor Vision and Plan:  
Land Use and Zoning Framework Development and Adoption**

**Recreation Center Remodel/Expansion: Final Design and Additional Funding**

**Tuttle Royale Development: Site Plan, Plat and Permitting**

**Bus Routes: Review and Refinement**

## **HIGH PRIORITY**

**Talent Development Programs, including Internship Programs**

**State Road 7/Coconut Boulevard: Advocacy**

**Management and Employee Succession Plan: Report**

**Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps**

**Homeplace Park Pickle Ball Courts (2): Direction and Funding**

**Comprehensive All Access Playscape:  
Concept, Report with Options, Direction and Funding**

# **Management Agenda 2023 – 2024 Targets for Action Village of Royal Palm Beach**

## **TOP PRIORITY**

**Information Technology Upgrades: Direction and Funding**

**Farber Building Renovations: Direction and Funding**

**Landscape Code Refinement: Buffers – Multi-Family Districts; MXD Zoning District**

**ADA Access: Update Report and Implementation**

**Evaluation and Appraisal Report (EAR): Completion**

## **HIGH PRIORITY**

**Enclaves Annexation: County Agreement and Direction**

**Municipal Code Revisions: Completion**

**Wedding Gazebo and Extension of Main Entry Canopy: Direction and Funding**

**Royal Palm Beach  
Action Outlines 2023 – 2024**

<b>GOAL 1</b>	<b>FINANCIALLY SOUND GOVERNMENT</b>
---------------	-------------------------------------

<b>ACTION:</b> Balanced Budget FY 24 without Tax Increase		<b>PRIORITY</b>
		Policy Top
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• State Mandates and Legislation</li> <li>• Village Revenues</li> <li>• Growing Population and Service Demands</li> <li>• Competitive Compensation</li> <li>• Property Values/Appraisal Value</li> <li>• Sustainability of Funding</li> <li>• \$2.5 million for Village operations</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare budget proposal</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b></li> <li>3. <b>DECISION: Budget FY 24 Adoption</b></li> </ol>	<p>6/23</p> <p>7/23</p> <p>9/23</p>
<p>Responsibility: Finance Director</p>		

**ACTION:** Village Capital Planning – Revenue Projections and Plan  
(5-Year)

<b>PRIORITY</b>
Policy Top

Key Issues

- Projects
- Project Priority
- Increasing Construction Costs
- Supply Chain Problems
- Contractor Ability
- New Software Implementation

Activities/Milestones

1. Update Village Project List 6/23
2. Prepare Capital Project List by Department 6/23
3. Prepare draft Village Capital Plan with revenue projections 6/23
4. Review and finalize Capital Plan 6/23
5. **WORKSHOP: Capital Plan FY 24 Presentation and Direction** 7/23

Time

Responsibility: City Engineer



**ACTION:** Village Competitive Compensation and Preferred Employer: COLA and Benefits: Direction and Funding

<b>PRIORITY</b>
Policy

Key Issues

- 40 hours with ½ hour Leave Notice
- Christmas Eve
- COLA

Activities/Milestones

1. Prepare budget proposal
2. **BUDGET WORKSHOP: Budget FY 24 Discussion and Direction**
3. **DECISION: Budget FY 24 Adoption**

Time

- 6/23  
7/23  
9/23

Responsibility: Human Resources Director

**ACTION:** Farber Building Renovations: Direction and Funding

<b>PRIORITY</b>
Mgmt Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Final Design	1. Receive cost estimates	4/23
• Construction Cost	2. Prepare Capital Plan	5/23
• Finding a Contractor	3. <b>WORKSHOP: Capital Plan FY 24 Presentation and Direction</b>	7/23
	4. Finalize Final Design	1/24
	5. <b>DECISION: Award Contract for Farber Building Renovation</b>	4/24
	6. Complete construction	9/24

Responsibility: Public Works Director

**Management in Progress 2023 – 2024**

			<b>TIME</b>
1	1. Federal American Rescue Dollars: Quarterly Reporting	Fin	4/23
1	2. OpenGov Budget Software Transition: Completion	Fin	9/23

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
---------------	------------------------------------

<p><b>ACTION:</b> Recreation Center Remodel/Expansion: Final Design and Additional Funding</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Key Issues</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Activities/Milestones</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Time</u></th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>• Construction Costs</li> <li>• Funding</li> <li>• Service Interruptions</li> </ul> </td> <td style="vertical-align: top;"> <ol style="list-style-type: none"> <li>1. Prepare updated cost estimates</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b></li> <li>3. <b>DECISION: Budget FY 24 Adoption</b></li> <li>4. Complete Final Design</li> <li>5. Issue RFQ</li> <li>6. <b>DECISION: Award Construction Contract for Recreation Center Remodel/Expansion</b></li> <li>7. Complete construction</li> </ol> </td> <td style="vertical-align: top;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center; padding: 2px;">PRIORITY</th> </tr> <tr> <td style="text-align: center; padding: 2px;">Policy Top</td> </tr> </table>   <div style="display: flex; justify-content: space-between;"> <span>4/23</span> <span>7/23</span> <span>9/23</span> <span>9/23</span> <span>11/23</span> <span>1/24</span> <span>6/25</span> </div> </td> </tr> </tbody> </table>	<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>	<ul style="list-style-type: none"> <li>• Construction Costs</li> <li>• Funding</li> <li>• Service Interruptions</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare updated cost estimates</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b></li> <li>3. <b>DECISION: Budget FY 24 Adoption</b></li> <li>4. Complete Final Design</li> <li>5. Issue RFQ</li> <li>6. <b>DECISION: Award Construction Contract for Recreation Center Remodel/Expansion</b></li> <li>7. Complete construction</li> </ol>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center; padding: 2px;">PRIORITY</th> </tr> <tr> <td style="text-align: center; padding: 2px;">Policy Top</td> </tr> </table> <div style="display: flex; justify-content: space-between;"> <span>4/23</span> <span>7/23</span> <span>9/23</span> <span>9/23</span> <span>11/23</span> <span>1/24</span> <span>6/25</span> </div>	PRIORITY	Policy Top
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>						
<ul style="list-style-type: none"> <li>• Construction Costs</li> <li>• Funding</li> <li>• Service Interruptions</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare updated cost estimates</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b></li> <li>3. <b>DECISION: Budget FY 24 Adoption</b></li> <li>4. Complete Final Design</li> <li>5. Issue RFQ</li> <li>6. <b>DECISION: Award Construction Contract for Recreation Center Remodel/Expansion</b></li> <li>7. Complete construction</li> </ol>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center; padding: 2px;">PRIORITY</th> </tr> <tr> <td style="text-align: center; padding: 2px;">Policy Top</td> </tr> </table> <div style="display: flex; justify-content: space-between;"> <span>4/23</span> <span>7/23</span> <span>9/23</span> <span>9/23</span> <span>11/23</span> <span>1/24</span> <span>6/25</span> </div>	PRIORITY	Policy Top				
PRIORITY								
Policy Top								
Responsibility: City Engineer								

**ACTION:** Talent Development Programs, including Internship Programs

<b>PRIORITY</b>
Policy High

Key Issues

- Internships
- Apprenticeships
- Training Programs
- Tuition Reimbursement
- Full-Time and Part-Time

Activities/Milestones

- |  | <u>Time</u> |
|--|-------------|
| 1. Prepare budget proposal   | 6/23        |
| 2. <b>BUDGET WORKSHOP:<br/>Budget FY 24 Discussion<br/>and Direction</b> | 7/23        |
| 3. <b>DECISION: Budget FY 24<br/>Adoption</b>                            | 9/23        |

Responsibility: Village Manager

**ACTION: Management and Employee Succession**

<b>PRIORITY</b>
Policy High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Key Positions</li> <li>• Promote Within</li> <li>• Advertise Plan</li> <li>• Timeline</li> <li>• Targeted Training</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare Succession Plan and Procedures</li> <li>2. <b>REPORT: Succession Plan, Procedures and Timeline</b></li> </ol>	<p>11/23</p> <p>12/23</p>

Responsibility: Village Manager

**ACTION:** Cameras in Parks: Discussion, Direction and Funding

<b>PRIORITY</b>
Policy

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Point-to-Point</li> <li>• Fiber Installation</li> <li>• Camera Installation</li> </ul>	1. Prepare budget proposal	6/23
	2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b>	7/23
	3. <b>DECISION: Budget FY 24 Adoption</b>	9/23
	4. Complete RPB Commons Park additional cameras installation	12/23
	5. Complete Point-to-Point	12/24
	6. Install cameras: Crestwood Park, Robiner Park and Counterpoint Park	12/24

Responsibility: Information Services Director

**ACTION:** Information Technology Upgrades: Direction and Funding

<b>PRIORITY</b>
Mgmt Top

Key Issues

Activities/Milestones

Time

1. Complete Information Technology Upgrades for New Village Hall and Farber Building

5/23

Responsibility: Information Services Director



**ACTION: Municipal Code Revisions: Completion**

<b>PRIORITY</b>
Mgmt High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Swales Parking</li> <li>• Street Parking</li> <li>• Engineering Violations</li> <li>• Roadside Vendors</li> <li>• Open Container</li> <li>• Fire Lane/Parking Guidelines</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>DECISION: Code Revision Adoption – Swales Parking and Street Parking</b></li> <li>2. <b>DECISION: Code Revision Adoption – Engineering Violations</b></li> <li>3. Research soliciting in ROW and roadside vendors</li> <li>4. Research open container</li> <li>5. Research fire lane and parking guidelines</li> <li>6. <b>REPORT: Open Container Discussion and Direction</b></li> <li>7. <b>DECISION: Code Revisions Adoption – Roadside Vendors, Fire Lane/Parking Guidelines and Open Container</b></li> </ol>	<p>4/23</p> <p>7/23</p> <p>12/23</p> <p>12/23</p> <p>12/23</p> <p>3/24</p> <p>5/24</p>

Responsibility: Community Development Director

<b>Management in Progress 2023 – 2024</b>			<b>TIME</b>
2.	1. Transition to New Village Hall: Preparation for Move and Completion of Relocation	Engr	6/23
2	2. Bus Stop: Implementation (2)	PW	6/23
2	3. Body Worn Cameras: Implementation	PBSO	4/23
2	4. Community Summit 2023: Direction	VM	4/23
2	5. VECTOR Information: Revision	Clerk	6/23
2	6. Laserfiche Connect: Engineering	Engr	4/24
2.	7. State Legislative Agenda and Advocacy: Project Selection	Engr	1/24
2	8. Cultural Center Indoor Art: Completion	P&Z	8/23
2	9. Records Retention/Management	Clerk	Ongoing
2	10. Superior	IS	12/24
	a. Code Enforcement Courtesy Notification		
	b. Building Permits		
2.	11. Purchasing Integration to Laserfiche	IS	12/24
2	12. ProjectDox Community Outreach: Development	IS	Ongoing
2	13. Automate Print/Issuing of Purchase Order (PO)	IS	12/23
2	14. Project Maps and Various Zoning Maps: Update	P&Z	7/23
2	15. Planning and Zoning Department Website: Update	P&Z	11/23
2	16. Information Updates	Clerk	Ongoing
	a. Village Electronic Signs		
	b. Channel 18		
	c. Website		
2	16. Village Clerk Forms and Applications: Update	Clerk	9/23
2	18. New Resident/Business Packet: Update	Clerk	6/23
2	19. “Real Time” Mapping of Current Open Permits	Engr	10/23
2	20. HRIS System: Implementation	HR/IS	11/23
2	21. VH Technical/Physical Voices-Data Planning Tasks	IS	10/23
2	22. Wide-Area Point-Point Network: Implementation	IS	12/24
2	23. LED Sign Upgrades: Implementation	P&R	4/23
2	24. Development Application Manual Update	P&Z	1/24
2	25. Electric/Alternative Village Vehicles Preparation: Implementation	PW	7/23
2	26. Municipal Elections Ordinance: Adoption	Clerk	7/23
2	27. Village Website Enhancements: Completion	Clerk	12/23
2	28. RV Lot Agreement: Update	Clerk	6/23
2	29. Village Landing Page on Discover the Palm Beaches Website: Content Development	Clerk	7/23

<b>Management in Progress 2023 – 2024</b>			<b>TIME</b>
2	30.	Digital Material Cache of Village Programs: Development	Clerk Ongoing
2	31.	PIO Certification and Drone License: Completion	Clerk 5/23
2	32.	PIO Standard Operating Procedure/Communication Plan: Development	Clerk 8/23
2	33.	Policy & Procedure for all Public Records Request: Update	Clerk 9/23
2	34.	Village Website: Enhancements	Clerk Ongoing
2	35.	Royal Palm Beach Passport Type Material: Development	Clerk 2/24
2	36.	Park’s Web Maps: Redesign	Clerk 2/24
2	37.	Resident Consumer Guidelines for Hiring a Licensed Contractor: Re-Creation	CD 6/24
2	38.	Workforce Tracking for Public Works using ESRI GIS (Budget FY 24)	Engr 9/23
2	39.	Watershed Management Plan: Creation	Engr 10/23
2	40.	Map Village Easement Agreements throughout the Village Mapping: Completion	Engr 5/24
2	41.	New Engineering and ROW Permits for Mapping and Entry: Streamlining	Engr 10/23
2	42.	Budgeting Software from Open Gov: Purchase	Fin 10/23
2	43.	Standard Operating Procedures for HR Tasks: Creation	HR 9/24
2	44.	HR Policies and Procedures: Update and Revision	HR Ongoing
2	45.	Development Review Procedures Flow Chart	P&Z 2/24
2	46.	NPDES Annual Report	PW 3/24
2	47.	Public Works Organization Chart	PW 4/23
2	48.	Large Tractor Replacement (Budget FY 24)	PW 9/23
2	49.	Two (2) Fertilizer Spreaders (Budget FY 24)	PW 9/23

<b>Major Projects 2023 – 2024</b>			<b>TIME</b>
2.	1. New Village Hall Project: Construction and Opening	Engr	
	a. Phase 1		6/23
	b. Phase 2		2/24
2	2. Bridge Slope Stabilization (PW 1709/PW1806) Round 2	PW	
	a. Award		6/23
	b. Construction		6/24
2	3. Canal Dredging Project: Construction	Engr	12/23
2	4. Water Treatment Plant (PW1802/PW1902): Bid	PW	6/23
2	5. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL	PW	TBD
2.	6. Drainage System Improvements (PW 1903): Construction	PW	6/24
2	7. Annual Backflow Preventer Replacement (PW22BF)	PW	Ongoing
2	8. Storm Drain Outfall Replacement (ARPA – PW22SD)	PW	6/24
2	9. Van Delivery (PW22TR)	PW	6/23
2.	10. Sidewalk Trip Hazards Elimination	PW	Ongoing
2	11. Harvester Services Contract	PW	5/23
2	12. Street Light Fixture Replacement (PW 2102)	PW	6/23
2	13. LaMancha Underdrain Design (PW2204) [ARPA Funded]	PW	6/23
2	14. Canal Back Maintenance (PW2205) [ARPA Funded]	PW	6/23
2.	15. Camellia Park Drainage Improvements Bid(PR1822) [ARPA Funded]	Engr	2/24
2	16. Aquatic Vegetation Maintenance	PW	Ongoing
2	17. Okeechobee Boulevard. Main Entrance Sign Improvements, PW2402 (Budget FY 24)	PW	9/23
2	18. Annual Repairs/Replacements Bus Shelters, PW22BS	PW	Ongoing
2	19. Lamstein Lane Street Lights (Budget FY 24)	PW	9/23

<b>GOAL 3</b>	<b>RPB – A UNIQUE COMMUNITY</b>
---------------	---------------------------------

<p><b>ACTION:</b> State Road 7 Corridor Vision and Plan: Land Use and Zoning Framework Development and Adoption</p> <p style="text-align: center;"><u>Key Issues</u></p> <ul style="list-style-type: none"> <li>• Land Use</li> <li>• Zoning</li> <li>• Vision to a Framework for Investment</li> </ul>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;">Policy Top</td> </tr> </table>	<b>PRIORITY</b>	Policy Top
<b>PRIORITY</b>			
Policy Top			
<p style="text-align: center;"><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. Prepare budget proposal</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b></li> <li>3. <b>DECISION: Budget FY 24 Adoption</b></li> <li>4. Consultant onboard</li> <li>5. Prepare draft Land Use and Zoning Framework</li> <li>6. <b>WORKSHOP: State Road 7 Land Use and Zoning Categories</b></li> <li>7. Refine Land Use and Zoning Framework</li> <li>8. P&amp;Z: Review</li> <li>9. <b>DECISION: State Road 7 Land Use and Zoning Categories</b></li> </ol>	<p style="text-align: center;"><u>Time</u></p> <p>6/23</p> <p>7/23</p> <p>9/23</p> <p>1/24</p> <p>5/24</p> <p>6/24</p> <p>7/24</p> <p>8/24</p> <p>10/24</p>		
<p>Responsibility: Planning Director</p>			

**ACTION:** Tuttle Royale Development: Site Plan and Plat

<b>PRIORITY</b>
Policy Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Site Plan</li> <li>• Preliminary Plat</li> <li>• Tier 1 Subdivision I Improvements</li> </ul>	<ol style="list-style-type: none"> <li>1. P&amp;Z: Review</li> <li>2. <b>DECISION: Tuttle Royale Site Plan and Preliminary Plat Approval</b></li> <li>3. <b>DECISION: Acceptance of Tier 1 Subdivision Improvements</b></li> <li>4. Issue Building Permit for Vertical Construction</li> </ol>	<p>4/23</p> <p>4/23</p> <p>11/23</p> <p>1/24</p>

Responsibility: Planning Director/Community Development Director

**ACTION: Bus Routes: Review and Refinement**

<b>PRIORITY</b>
Policy Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"><li>• Bus Route</li><li>• Ridership</li><li>• Direct Route on Okeechobee</li></ul>	<ol style="list-style-type: none"><li>1. Request PalmTran direct route to Downtown West Palm Beach</li><li>2. Receive PalmTran response</li></ol>	<p>5/23</p> <p>TBD</p>

Responsibility: Village Manager

**ACTION:** State Road 7/Coconut Boulevard: Advocacy

<b>PRIORITY</b>
Policy High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Potential Allies	1. Meet with Palm Beach County	4/23
	2. <b>REPORT: Update</b>	5/23
	3. Develop Advocacy Plan	6/23

Responsibility: City Engineer



**ACTION:** TPA 561 Study: Report Review and Direction

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |                                      |      |
|--------------------------------------|------|
| 1. Complete Feasibility Study (FDOT) | 4/23 |
| 2. TPA releases Report               | TBD  |

Responsibility: City Engineer

**ACTION:** Micro-Mobility Study: Goals, Best Practices, Report and Direction

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |    |  |      |
|----|--|------|
| 1. | Bike Path Trailhead and Signage Pal – Award Contract(EN 2102)        | 5/26 |
| 2. | Heron and Bob White to Park and Bike Pathway Adjust Budget (EN 2303) | 7/23 |
| 3. | FPL Pedestrian and Bike Improvements – Apply for Grant (EN2305)      | 2/24 |
| 4. | RPB Commons Park Access (1902)                                       | TBD  |

Responsibility: City Engineer

**ACTION:** Landscape Code Refinement: Buffers

- a. Multi-Family Districts
- b. MXD Zoning District

<b>PRIORITY</b>
Mgmt Top

Key Issues

Activities/Milestones

Time

- |   |      |
|---|------|
| 1. TRS Review   | 4/23 |
| 2. P&Z: Review  | 6/23 |
| 3. <b>DECISION: Landscape Code Buffer Revisions for Multi-Family Districts and MXD Zoning Districts</b> | 9/23 |

Responsibility: Planning Director

**ACTION: ADA Access: Update Report and Implementation**

<b>PRIORITY</b>
Mgmt Top

Key Issues

Activities/Milestones

Time

1. Prepare Updated Report
2. **REPORT: ADA Access Presentation**

7/23

8/23

Responsibility: City Engineer

**ACTION:** Evaluation and Appraisal Report (EAR)/Water Supply Plan: Completion

<b>PRIORITY</b>
Mgmt Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• EAR Update	1. Prepare budget proposal	6/23
• Water Supply Plan	2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b>	7/23
	3. <b>DECISION: Budget FY 24 Adoption</b>	9/23
	4. Issue RFP	10/23
	5. <b>DECISION: Awards Contract for EAR and Water Supply Plan</b>	11/23
	6. Complete EAR and Water Supply Plan	2/24
	7. <b>DECISION: EAR and Water Supply Plan Approval</b>	3/24

Responsibility: Planning Director

**ACTION:** Enclaves Annexation: County Agreement and Direction

<b>PRIORITY</b>
Mgmt High

Key Issues

Activities/Milestones

Time

- |   |      |
|---|------|
| 1. <b>DECISION: Annexation Agreement with Palm Beach County</b> | 4/23 |
| 2. County Commission Action                                     | 6/23 |

Responsibility: Planning Director

<b>Management in Progress 2023 – 2024</b>			<b>TIME</b>
3	1. Community Education: “Lock Your Vehicle”	PBSO	Ongoing
3	2. Sector Patrol Boundaries Analysis	PBSO	Ongoing
3	3. Crime Reduction through Directed Patrol Plans	PBSO	Ongoing
3	4. Neighborhood Watch/Crime Reduction Program: Expansion	PBSO	Ongoing
3	5. ALDI Park PID Remaining Parcels	P&Z	Ongoing
3	6. Permitting of Community Residential Homes Administration	P&Z	Ongoing
3	7. Hybrid Carp for Vegetation Control: Research and Funding Report	PW	3/24
3	8. Accessory Structure Side Setback	P&Z	11/23
3	9. Valet Parking Evaluation	P&Z	4/24

<b>Major Projects 2023 – 2024</b>			<b>TIME</b>
3	1. Annual Vegetation Maintenance	PW	Ongoing
3	2. Road Resurfacing Design (PW19RR) (PW22RR): Award Completion	Engr	8/23
	a. Barcelona Drive		
	b. Bilbao Street		
	c. Bob White Road		
	d. Chestnut Circle		
	e. Coco Plum Court		
	f. Copperwood Circle		
	g. Easton Court		
	h. Emerald Court		
	i. Goldfinch Lane		
	j. Habitat Court		
	k. Kent Court		
	l. Las Palmas Street		
	m. Habitat Court		
	n. Kent Court		
	o. Las Palmas Street		
	p. Laurel Way		
	q. Locust Lane		
	r. Mandeville Lane		
	s. Monterey Way		
	t. Morgate Drive		
	u. Natures' Way		
	v. Nottingham Road		
	w. Park Road North		
	x. Park Road South		
	y. Rainforest Court		
	z. Royal Palm Boulevard		
	aa. Sandpiper Avenue		
	bb. Saratoga Boulevard		
	cc. Segovia Avenue		
	dd. Sparrow Drive		
	ee. Sycamore Drive		
	ff. Twin Lakes Way		
	gg. Valencia Street		
	hh. Venetian Lane		
	ii. Wildcat Way		
3	3. Annual Sidewalk Trip Hazards Repair	PW	Ongoing
3	4. Street Light Replacement – LaMancha (PW2105)	PW	12/23
3	5. Lake Bank Stabilization Project Award Bid (EN 2301)	Engr	10/23
3	6. FPL Pathway Dry Detention Ponds (EN1904)	Engr	12/23



**Major Projects 2023 – 2024**

- 3     7. Canal System Rehabilitation (SW1901)
- 3     8. Bilbao Street. to Okeechobee Boulevard Pathway  
Replacement(2305)

Engr  
Engr

TIME
12/23
TBD

<b>GOAL 4</b>	<b>EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL</b>
---------------	--

<p><b>ACTION:</b> Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center; border: none;"><u>Key Issues</u></td> <td style="width: 50%; text-align: center; border: none;"><u>Activities/Milestones</u></td> </tr> <tr> <td style="border: none;"> <ul style="list-style-type: none"> <li>• Code Amendments</li> <li>• Expenditure Guidelines</li> <li>• Village Next Steps</li> </ul> </td> <td style="border: none;"> <ol style="list-style-type: none"> <li>1. Prepare Update Report</li> <li>2. <b>REPORT: Art in Public Spaces Update and Recommendations</b></li> <li>3. Prepare Code Amendments Changes to Funding Formula and Expenditure Guidelines</li> </ol> </td> </tr> </table>	<u>Key Issues</u>	<u>Activities/Milestones</u>	<ul style="list-style-type: none"> <li>• Code Amendments</li> <li>• Expenditure Guidelines</li> <li>• Village Next Steps</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare Update Report</li> <li>2. <b>REPORT: Art in Public Spaces Update and Recommendations</b></li> <li>3. Prepare Code Amendments Changes to Funding Formula and Expenditure Guidelines</li> </ol>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;">Policy High</td> </tr> </table>	<b>PRIORITY</b>	Policy High
<u>Key Issues</u>	<u>Activities/Milestones</u>						
<ul style="list-style-type: none"> <li>• Code Amendments</li> <li>• Expenditure Guidelines</li> <li>• Village Next Steps</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare Update Report</li> <li>2. <b>REPORT: Art in Public Spaces Update and Recommendations</b></li> <li>3. Prepare Code Amendments Changes to Funding Formula and Expenditure Guidelines</li> </ol>						
<b>PRIORITY</b>							
Policy High							
<p>Responsibility: Planning Director</p>							

**ACTION:** Homeplace Park Pickle Ball Courts (2): Direction and

<b>PRIORITY</b>
-----------------

- |  |      |
|--|------|
| 1. Prepare budget proposal   | 6/23 |
| 2. <b>BUDGET WORKSHOP:<br/>Budget FY 24 Discussion<br/>and Direction</b> | 7/23 |
| 3. <b>DECISION: Budget FY 24<br/>Adoption</b>                            | 9/23 |

Responsibility: Parks and Recreation Director

**ACTION:** Comprehensive All Access Playscape: Concept, Report with Options, Direction and Funding

<b>PRIORITY</b>
Policy High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• RPB Commons Location</li> <li>• Design</li> <li>• Cost Estimate</li> <li>• Funding</li> <li>• Grant Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. Define concept and determine location</li> <li>2. Receive cost estimates</li> <li>3. Prepare Capital Plan</li> <li>4. <b>WORKSHOP: Capital Plan FY 24 Presentation and Direction</b></li> <li>5. Prepare grant application</li> </ol>	<p style="text-align: center;">5/23</p> <p style="text-align: center;">5/23</p> <p style="text-align: center;">6/23</p> <p style="text-align: center;">7/23</p> <p style="text-align: center;">7/23</p>

Responsibility: Parks and Recreation Director

**ACTION: Veterans’ Park Splash Pad Replacement: Direction and Funding**

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |   |       |
|---|-------|
| 1. Prepare budget proposal  | 6/23  |
| 2. <b>BUDGET WORKSHOP:<br/>Budget FY 24 Discussion<br/>and Direction</b>              | 7/23  |
| 3. <b>DECISION: Budget FY 24<br/>Adoption</b>   | 9/23  |
| 4. Issue RFP  | 10/23 |
| 5. <b>DECISION: Award<br/>Construction Contract for<br/>Veterans’ Park Splash Pad</b> | 12/23 |
| 6. Complete construction  | 3/24  |

Responsibility: Parks and Recreation Director

**ACTION:** Camellia Park Renovation (PR2402): Direction, Funding and Design

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |    |  |      |
|----|--|------|
| 1. | Update cost estimates and funding  | 7/23 |
| 2. | <b>DECISION: Award Construction Contract for Camellia Park Renovations</b> | 6/24 |
| 3. | Complete construction  | 6/25 |

Responsibility: Parks and Recreation Director

**ACTION:** Turf Fields [2]: Feasibility Report, Direction and Funding

Key Issues

Activities/Milestones

1. Complete Feasibility Report
2. Prepare Budget FY 25 proposal

<b>PRIORITY</b>
Policy

Time

12/23

6/24

Responsibility: Parks and Recreation Director

**ACTION:** Wedding Gazebo and Extension of Main Entry Canopy:  
Direction and Funding

<b>PRIORITY</b>
Mgmt High

Key Issues

Activities/Milestones

Time

- |    |  |      |
|----|--|------|
| 1. | Update cost estimates and funding  | 4/23 |
| 2. | Complete design  | 6/24 |
| 3. | <b>DECISION: Award Construction Contract for Wedding Gazebo and Canopy</b> | 8/24 |
| 4. | Complete construction  | 2/25 |

Responsibility: Parks and Recreation Director



<b>Management in Progress 2023 – 2024</b>			<b>TIME</b>
4	1. Shakespeare under the Palms in RPB Commons Park 2023	P&R	7/23
4	2. Crestwood North Park Development: Funding, Bid and Construction	Engr	5/23
4	3. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting	Engr	12/23
4	4. Mayor’s Benefit Golf Tournament	P&R	7/23
4	5. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park	P&R	TBD
4	6. Semi-Annual Parks Recreation Program Guide Renewal: Implementation	P&R	7/23
4	7. Cultural Center Weekends Janitorial Service: RFP and Contract (Budget FY 24)	PW	9/23

<b>Major Projects 2023 – 2024</b>			<b>TIME</b>
4	1. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Installation	P&R	Ongoing
4	2. RPB Commons Large Pavilions [2]: Award Bid and Construction	Engr	10/23
4	3. FPL Pathway Dry Detention Ponds (EN1904): Construction	Engr	12/23
4	4. Park Road North Parking and Pathway (EN 2201)	Engr	12/23
4	5. Southern Boulevard Park: Design and Construction – Grant Funding	Engr	10/23
4	6. Crestwood Boulevard. and Recreation Center Connector	Engr	TBD
4	7. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation	Engr	Ongoing
4	8. ADA Play Apparatus for Todd Robiner Park	P&R	5/23
4	9. Ballfield Lighting Replacement – Ferrin Park	P&R	1/24

# **Policy Calendar 2023 – 2024**

## MONTH

---

**April 2023**

1. **DECISION: Code Revision Adoption – Swales Parking and Street Parking**
  
2. **DECISION: Tuttle Royale Site Plan and Preliminary Plat Approval**
  
3. **DECISION: Annexation Agreement with Palm Beach County**
  
- 4.

**MONTH**

---

**May 2023**

1. **REPORT: State Road 7/Coconut Boulevard Update**

2.

**MONTH**

---

**June 2023**

1.

## MONTH

---

**July 2023**

1. **BUDGET WORKSHOP: Budget FY 24 Discussion and Direction**
  - a. **Village Compensation – COLA and Benefits**
  - b. **Talent Development**
  - c. **Cameras in Parks**
  - d. **Large Tractor Replacement**
  - e. **Two Fertilizer Spreaders**
  - f. **State Road 7 Land Use and Zoning Consultant**
  - g. **EAR and Water Supply Plan Development**
  - h. **Cultural Center Janitorial Service**
  
2. **WORKSHOP: Capital Plan FY 24 Presentation and Direction**
  - a. **Faber Building Renovations**
  - b. **Recreation Center Remodel/Expansion**
  - c. **All Access Playscape**
  - d. **Homeplace Park Pickle Courts(2)**
  - e. **Veterans’ Park Splash Pad Replacement**
  
3. **DECISION: Code Revision Adoption – Engineering Violations**
  
- 4.

## MONTH

---

**August 2023**

1. **REPORT: ADA Access Presentation**

2.



## MONTH

---

**September 2023**

1. **DECISION: Budget FY 24 Adoption**
  
2. **DECISION: Landscape Code Buffer Revisions for Multi-Family Districts and MXD Zoning Districts**
  
- 3.

## MONTH

---

**October 2023**

1. **REPORT: Art in Public Spaces Update and Recommendations**

2.

## MONTH

---

**November 2023**

1. **DECISION: Acceptance of Tier 1 Subdivision Improvements**
- 2.

## MONTH

---

**December 2023**

1. **REPORT: Succession Plan, Procedures and Timeline**
2. **DECISION: Award Construction Contract for Veterans' Park Splash Pad**
- 3.

## MONTH

---

**January 2024**

1. **DECISION: Award Construction Contract for Recreation Center Remodel/Expansion**
- 2.

**MONTH**

---

**February 2024**

1.

2.

## MONTH

---

**March 2024**

1. **REPORT: Open Container Discussion and Direction**
2. **DECISION: EAR and Water Supply Plan Approval**
- 3.

## MONTH

---

---

**April 2024**

1. **DECISION: Award Contract for Farber Building Renovation**

2.



# *STRATEGIC PLAN*

## *2023      2028      2038*

Mayor and Village Commission



Royal Palm Beach, Florida  
March 2023

Lyle Sumek Associates, Inc.  
411 N New River Dr E502  
Fort Lauderdale, FL 33301

Lyle Sumek Associates, Inc.

Phone: (386) 246-6250  
E-mail: [sumekassoc@gmail.com](mailto:sumekassoc@gmail.com)

# Table of Contents

## EXECUTIVE SUMMARY

<b>Strategic Planning for the Village of Royal Palm Beach</b>	<b>1</b>
<b>Royal Palm Beach Vision 2038</b>	<b>2</b>
<b>Royal Palm Beach Village Government: Mission</b>	<b>3</b>
<b>Village of Royal Palm Beach Plan 2023 – 2028</b>	<b>4</b>
<b>Village of Royal Palm Beach Action Agenda 2023</b>	<b>17</b>

**This report and all related materials are copyrighted. This report may be duplicated for distribution to appropriate parties as needed. No unauthorized duplication is allowed, including for use in training within your organization or for consulting purposes outside your organization.**

***STRATEGIC FRAMEWORK***

**VISION 2038**

*“Desired Destination for Royal Palm Beach”*

**PLAN 2028**

*“Map to Royal Palm Beach’s Destination”*

**EXECUTION**

*“Route for Next Year”*

**MISSION**

*“Responsibilities of Royal Palm Beach  
Village Government”*

**BELIEFS**

*“How Royal Palm Beach’s Village  
Government Should Operate”*

**Royal Palm Beach  
Vision 2038**

**ROYAL PALM BEACH 2038 *is a*  
Hometown Community,  
Family Community.**

***Royal Palm Beach Village Government:  
Mission***

***The mission of the Village of Royal Palm Beach is to  
provide Services, and Facilities to create an  
Aesthetically Pleasing, Active and  
Connected Community.***

# **Village of Royal Palm Beach Goals 2028**

**Financially Sound Government**



**Responsive Village Services**



**RPB – a Unique Community**



**Exceptional Parks and Leisure Choices for All**

**GOAL 1**

**FINANCIALLY SOUND GOVERNMENT**

► **Objectives**

1. Have no Village ad valorem tax rate increase
2. Maintain and update a financially sustainable model for expenditures/revenues to make fiscal responsible decisions
3. Provide Village services in the most cost-effective, efficient manner responsive to the community
4. Maintain and invest reserves consistent with Village financial policies with maximum security
5. Attract, hire, retain and train a quality workforce dedicated to serving the Royal Palm Beach community
6. Provide sufficient resources to support defined services and service levels

► **Short-Term Challenges and Opportunities**

1. Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials
2. Cyber security and the protection of Village information
3. Loss of funding and finding replacement for American Rescue Plan Act dollars and 1 cent sales tax
4. Maintaining fiscal responsibility
5. State of Florida legislation impacting Village revenues and services, impact fees, sovereign immunity, home rule, etc.
6. Significant number of retirements coming up over the next year and five years
7. Maintaining the focus on the Village's core mission and service responsibilities

► **Actions 2023 – 2024**

*Policy Agenda*

1. Balanced Budget FY24 without Tax Increase Top Priority
2. Village Capital Planning – Revenue Projections and Plan (5-Year) Top Priority
3. Village Competitive Compensation and Preferred Employer: COLA and Benefits: Direction and Funding

*Management Agenda*

1. Farber Building Renovations: Direction and Funding Top Priority

*Management in Progress*

1. Federal American Rescue Dollars: Quarterly Reporting
2. OpenGov Budget Software Transition: Completion



**GOAL 2**

**RESPONSIVE VILLAGE SERVICES**

**► Objectives**

1. Listen to and understanding the service needs of residents and families in context of Village service responsibilities and capacity
2. Enhance residents’ positive engagement with Village government
3. Maintaining top-quality and qualified Village workforce with appropriate and competitive compensation
4. Maintain and upgrade Village facilities, buildings and equipment at a high level
5. Invest in the maintenance and upgrade of Village infrastructure
6. Invest in technology to enhance service delivery ad to reduce the cost-of-service delivery

**► Short-Term Challenges and Opportunities**

1. Maintaining a safe environment in public areas which provides professional interaction – Village buildings, facilities and parks
2. Maintaining a highly skilled, customer-oriented workforce dedicated to serving the Royal Palm Beach community
3. Growing village population and increasing demands for Village services
4. Upcoming retirement and need for succession planning and talent development
5. Labor pool shortages and potential need for outsourcing
6. Continuing and enhancing the effective methods for communicating with the community
7. Measuring the effectiveness of Village services

► **Actions 2023 – 2024**

*Policy Agenda*

- |   |               |
|---|---------------|
| 1. Recreation Center Remodel/Expansion: Final Design and Additional Funding | Top Priority  |
| 2. Talent Development Programs, including Internship Programs               | High Priority |
| 3. Management and Employee Succession                                       | High Priority |
| 4. Cameras in Parks: Discussion, Direction and Funding                      |               |

*Management Agenda*

- |   |               |
|---|---------------|
| 1. Information Technology Upgrades: Direction and Funding | Top Priority  |
| 2. Municipal Code Revisions: Completion                   | High Priority |

*Management in Progress*

1. Transition to New Village Hall: Preparation for Move and Completion of Relocation
2. Bus Stop: Implementation (2)
3. Body Worn Cameras: Implementation
4. Community Summit 2023: Direction
5. VECTOR Information: Revision
6. Laserfiche Connect: Engineering
7. State Legislative Agenda and Advocacy: Project Selection
8. Cultural Center Indoor Art: Completion
9. Records Retention/Management
10. Superior
  - a. Code Enforcement Courtesy Notification
  - b. Building Permits
11. Purchasing Integration to Laserfiche
12. ProjectDox Community Outreach: Development
13. Automate Print/Issuing of Purchase Order (PO)
14. Project Maps and Various Zoning Maps: Update
15. Planning and Zoning Department Website: Update
16. Information Updates
  - a. Village Electronic Signs
  - b. Channel 18
  - c. Website
17. Village Clerk Forms and Applications: Update
18. New Resident/Business Packet: Update
19. “Real Time” Mapping of Current Open Permits
20. HRIS System: Implementation
21. VH Technical/Physical Voices-Data Planning Tasks
22. Wide-Area Point-Point Network: Implementation

► **Actions 2023 – 2024 (Continued)**

*Management in Progress*

23. LED Sign Upgrades: Implementation
24. Development Application Manual Update
25. Electric/Alternative Village Vehicles Preparation: Implementation
26. Municipal Elections Ordinance: Adoption
27. Village Website Enhancements: Completion
28. RV Lot Agreement: Update
29. Village Landing Page on Discover the Palm Beaches Website: Content Development
30. Digital Material Cache of Village Programs: Development
31. PIO Certification and Drone License: Completion
32. PIO Standard Operating Procedure/Communication Plan: Development
33. Policy & Procedure for all Public Records Request: Update
34. Village Website: Enhancements
35. Royal Palm Beach Passport Type Material: Development
36. Park's Web Maps: Redesign
37. Resident Consumer Guidelines for Hiring a Licensed Contractor: Re-Creation
38. Workforce Tracking for Public Works using ESRI GIS (Budget FY 24)
39. Watershed Management Plan: Creation
40. Map Village Easement Agreements throughout the Village Mapping: Completion
41. New Engineering and ROW Permits for Mapping and Entry: Streamlining
42. Budgeting Software from Open Gov: Purchase
43. Standard Operating Procedures for HR Tasks: Creation
44. HR Policies and Procedures: Update and Revision
45. Development Review Procedures Flow Chart
46. NPDES Annual Report
47. Public Works Organization Chart
48. Large Tractor Replacement (Budget FY 24)
49. Two (2) Fertilizer Spreaders (Budget FY 24)

*Major Projects*

1. New Village Hall Project: Construction and Opening
  - a. Phase 1
  - b. Phase 2
2. Bridge Slope Stabilization (PW 1709/PW1806) Round 2
  - a. Award;
  - b. Construction

► **Actions 2023 – 2024** (*Continued*)

*Major Projects*

3. Canal Dredging Project: Construction
4. Water Treatment Plant (PW1802/PW1902): Bid
5. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL
6. Drainage System Improvements (PW 1903): Construction
7. Annual Backflow Preventer Replacement (PW22BF)
8. Storm Drain Outfall Replacement (ARPA – PW22SD)
9. Van Delivery (PW22TR)
10. Sidewalk Trip Hazards Elimination
11. Harvester Services Contract
12. Street Light Fixture Replacement (PW 2102)
13. LaMancha Underdrain Design (PW2204) [ARPA Funded]
14. Canal Back Maintenance (PW2205) [ARPA Funded]
15. Camellia Park Drainage Improvements Bid (PR1822) [ARPA Funded]
16. Aquatic Vegetation Maintenance
17. Okeechobee Boulevard. Main Entrance Sign Improvements, (PW2402) (Budget FY 24)
18. Annual Repairs/Replacements Bus Shelters, (PW22BS)
19. Lamstein Lane Street Lights (Budget FY 24)

**GOAL 3**

**RPB – A UNIQUE COMMUNITY**

**► Objectives**

1. Redevelop the State Road 7 Corridor consistent with the Village vision
2. Have a successful Tuttle Royale development as a mixed-use activity destination
3. Maintain a beautiful community
4. Maintain a safe community
5. Improve mobility for Village residents within Royal Palm Beach and to the region
6. Expand arts and culture facilities and opportunities

**► Short-Term Challenges and Opportunities**

1. Development in West County and the impacts on Royal Palm Beach: Minto West, Highland Dunes, GL Homes, Vavrus Ranch
2. Following through on common visions for State Road 7 corridor, mobility
3. Maintaining the character of Royal Palm Beach – the reasons that residents make the choice to live here
4. Lack of a common regional vision for transportation, transit and mobility
5. Developing underutilized properties
6. Residents taking responsibility to lock vehicles and to remove valuable items

► **Actions 2023 – 2024**

*Policy Agenda*

- 1. State Road 7 Corridor Vision and Plan: Land Use and Zoning Framework Development and Adoption Top Priority
- 2. Tuttle Royale Development Top Priority
- 3. Bus Routes: Review and Refinement Top Priority
- 4. State Road 7/Coconut Boulevard: Advocacy High Priority
- 5. TPA 561 Study: Report Review and Direction
- 6. Micro-Mobility Study: Goals, Best Practices, Report and Direction

*Management Agenda*

- 1. Landscape Code Refinement: Buffers Top Priority
  - a. Multi-Family Districts
  - b. MXD Zoning District
- 2. ADA Access: Update Report and Implementation Top Priority
- 3. Evaluation and Appraisal Report (EAR)/Water Supply Plan: Completion Top Priority
- 4. Enclaves Annexation: County Agreement and Direction High Priority

*Management in Progress*

- 1. Community Education: “Lock Your Vehicle”
- 2. Sector Patrol Boundaries Analysis
- 3. Crime Reduction through Directed Patrol Plans
- 4. Neighborhood Watch/Crime Reduction Program: Expansion
- 5. ALDI Park PID Remaining Parcels
- 6. Permitting of Community Residential Homes Administration
- 7. Hybrid Carp for Vegetation Control: Research and Funding Report
- 8. Accessory Structure Side Setback
- 9. Valet Parking Evaluation

*Major Projects*

- 1. Annual Vegetation Maintenance

► **Actions 2023 – 2024 (Continued)**

*Major Projects*

1. Annual Vegetation Maintenance
2. Road Resurfacing Design (PW19RR) (PW22RR): Award Completion
  - a. Barcelona Drive
  - b. Bilbao Street
  - c. Bob White Road
  - d. Chestnut Circle
  - e. Coco Plum Court
  - f. Copperwood Circle
  - g. Easton Court
  - h. Emerald Court
  - i. Goldfinch Lane
  - j. Habitat Court
  - k. Kent Court
  - l. Las Palmas Street
  - m. Habitat Court
  - n. Kent Court
  - o. Las Palmas Street
  - p. Laurel Way
  - q. Locust Lane
  - r. Mandeville Lane
  - s. Monterey Way
  - t. Morgate Drive
  - u. Natures' Way
  - v. Nottingham Road
  - w. Park Road North
  - x. Park Road South
  - y. Rainforest Court
  - z. Royal Palm Boulevard
  - aa. Sandpiper Avenue
  - bb. Saratoga Boulevard
  - cc. Segovia Avenue
  - dd. Sparrow Drive
  - ee. Sycamore Drive
  - ff. Twin Lakes Way
  - gg. Valencia Street
  - hh. Venetian Lane
  - ii. Wildcat Way

► **Actions 2023 – 2024** (*Continued*)

*Major Projects*

3. Annual Sidewalk Trip Hazards Repair
4. Street Light Replacement – LaMancha (PW2105)
5. Lake Bank Stabilization Project Award Bid (EN 2301)
6. FPL Pathway Dry Detention Ponds (EN1904)
7. Canal System Rehabilitation (SW1901)
8. Bilbao Street. to Okeechobee Boulevard Pathway Replacement (2305)



**GOAL 4**

**EXCEPTIONAL PARKS AND LEISURE CHOICES  
FOR ALL**

► **Objectives**

1. Maintain existing parks at a high service level
2. Develop and enhance recreation programs and services for all ages
3. Develop more venues at Commons Park
4. Develop additional park venues
5. Enhance quality of community events
6. Develop bike/pedestrian access points to Commons Park through easements between houses
7. Expand teen programming and activities

► **Short-Term Challenges and Opportunities**

1. Maintaining safe parks and facilities
2. Aging facilities needing repairs and upgrades, replacements
3. Securing and retaining quality Village staff
4. Difficulty in hiring part-time staff and finding volunteers
5. Desire for competitive sports over recreational leagues
6. Excessive use of athletic facilities and maintenance
7. Changing recreational and leisure patterns by family generations

► **Actions 2023 – 2024 (**

1. Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps High Priority
2. Comprehensive All Access Playscape: Concept, Report with Options, Direction and Funding High Priority
3. Homeplace Park Pickle Ball Courts (2): Direction and Funding High Priority
4. Major Community Festival Enhancements: Additional Activities
5. Veterans’ Park Splash Pad Replacement: Direction and Funding
6. Turf Fields [2]: Feasibility Report, Direction and Funding
7. Camellia Park Renovation (PR2402): Direction, Funding and Design

*Management Agenda*

1. Wedding Gazebo and Extension of Main Entry Canopy: Direction and Funding High Priority

*Management in Progress*

1. Shakespeare under the Palms in RPB Commons Park 2023
2. Crestwood North Park Development: Funding, Bid and Construction
3. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting
4. Mayor’s Benefit Golf Tournament
5. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park
6. Semi-Annual Parks Recreation Program Guide Renewal: Implementation
7. Cultural Center Weekends Janitorial Service: RFP and Contract (Budget FY 24)

*Major Projects*

1. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Installation
2. RPB Commons Large Pavilions [2]: Award Bid and Construction
3. FPL Pathway Dry Detention Ponds (EN1904): Construction
4. Park Road North Parking and Pathway (EN 2201)
5. Southern Boulevard Park: Design and Construction – Grant Funding
6. Crestwood Boulevard. and Recreation Center Connector
7. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation
8. ADA Play Apparatus for Todd Robiner Park
9. Ballfield Lighting Replacement – Ferrin Park

**Village of Royal Palm Beach  
Policy Agenda 2023 – 2024  
Targets for Action**

**TOP PRIORITY**

**Balanced Budget FY24 Without Tax Increase**

**Village Capital Planning – Revenue Projections and Plan (5-Year)**

**State Road 7 Corridor Vision and Plan:  
Land Use and Zoning Framework Development and Adoption**

**Recreation Center Remodel/Expansion:  
Final Design and Additional Funding**

**Tuttle Royale Development: Site Plan, Plat and Permitting**

**Bus Routes: Review and Refinement**

**HIGH PRIORITY**

**Talent Development Programs, including Internship Programs**

**State Road 7/Coconut Boulevard: Advocacy**

**Management and Employee Succession Plan: Report**

**Art in Public Spaces:**

**Review Report and Funding Formula, Direction and Next Steps**

**Homeplace Park Pickle Ball Courts (2): Direction and Funding**

**Comprehensive All Access Playscape:**

**Concept, Report with Options, Direction and Funding**

**Village of Royal Palm Beach  
Management Agenda 2023 – 2024  
Targets for Action**

**TOP PRIORITY**

**Information Technology Upgrades: Direction and Funding**

**Farber Building Renovations: Direction and Funding**

**Landscape Code Refinement:  
Buffers – Multi-Family Districts; MXD Zoning District**

**ADA Access: Update Report and Implementation**

**Evaluation and Appraisal Report (EAR): Completion**

**HIGH PRIORITY**

**Enclaves Annexation: County Agreement and Direction**

**Municipal Code Revisions: Completion**

**Wedding Gazebo and Extension of Main Entry Canopy:  
Direction and Funding**

# Management in Progress 2023 – 2024

## Village of Royal Palm Beach

### ► Management in Progress 2023 – 2024

- 2 1. Federal American Rescue Dollars: Quarterly Reporting
- 2 2. OpenGov Budget Software Transition: Completion
- 2 3. Transition to New Village Hall: Preparation for Move and Completion of Relocation
- 2 4. Bus Stop: Implementation (2)
- 2 5. Body Worn Cameras: Implementation
- 2 6. Community Summit 2023: Direction
- 2 7. VECTOR Information: Revision
- 2 8. Laserfiche Connect: Engineering
- 2 9. State Legislative Agenda and Advocacy: Project Selection
- 2 10. Cultural Center Indoor Art: Completion
- 2 11. Records Retention/Management
- 2 12. Superion: Code Enforcement Courtesy Notification; Building Permits
- 2 13. Purchasing Integration to Laserfiche
- 2 14. ProjectDox Community Outreach: Development
- 2 15. Automate Print/Issuing of Purchase Order (PO)
- 2 16. Project Maps and Various Zoning Maps: Update
- 2 17. Planning and Zoning Department Website: Update
- 2 18. Information Updates: Village Electronic Signs; Channel 18; Website
- 2 19. Village Clerk Forms and Applications: Update
- 2 20. New Resident/Business Packet: Update
- 2 21. “Real Time” Mapping of Current Open Permits
- 2 22. HRIS System: Implementation
- 2 23. VH Technical/Physical Voices-Data Planning Tasks
- 2 24. Wide-Area Point-Point Network: Implementation
- 2 25. LED Sign Upgrades: Implementation
- 2 26. Development Application Manual Update
- 2 27. Electric/Alternative Village Vehicles Preparation: Implementation
- 2 28. Municipal Elections Ordinance: Adoption
- 2 29. Village Website Enhancements: Completion

► **Management in Progress 2023 – 2024**

- 2 30. RV Lot Agreement: Update
- 2 31. Village Landing Page on Discover the Palm Beaches Website: Content Development
- 2 32. Digital Material Cache of Village Programs: Development
- 2 33. PIO Certification and Drone License: Completion
- 2 34. PIO Standard Operating Procedure/Communication Plan: Development
- 2 35. Policy & Procedure for all Public Records Request: Update
- 2 36. Village Website: Enhancements
- 2 37. Royal Palm Beach Passport Type Material: Development
- 2 38. Park’s Web Maps: Redesign
- 2 39. Resident Consumer Guidelines for Hiring a Licensed Contractor: Re-Creation
- 2 40. Workforce Tracking for Public Works using ESRI GIS (Budget FY 24)
- 2 41. Watershed Management Plan: Creation
- 3 42. Map Village Easement Agreements throughout the Village Mapping: Completion
- 3 43. New Engineering and ROW Permits for Mapping and Entry: Streamlining
- 3 44. Budgeting Software from Open Gov: Purchase
- 3 45. Standard Operating Procedures for HR Tasks: Creation
- 3 46. HR Policies and Procedures: Update and Revision
- 3 47. Development Review Procedures Flow Chart
- 3 48. NPDES Annual Report
- 3 49. Public Works Organization Chart
- 3 50. Large Tractor Replacement (Budget FY 24)
- 3 51. Two (2) Fertilizer Spreaders (Budget FY 24)
- 3 52. Community Education: “Lock Your Vehicle”
- 3 53. Sector Patrol Boundaries Analysis
- 3 54. Crime Reduction through Directed Patrol Plans
- 4 55. Neighborhood Watch/Crime Reduction Program: Expansion
- 4 56. ALDI Park PID Remaining Parcels
- 4 57. Permitting of Community Residential Homes Administration
- 4 58. Hybrid Carp for Vegetation Control: Research and Funding Report
- 4 59. Accessory Structure Side Setback
- 4 60. Valet Parking Evaluation
- 4 61. Shakespeare under the Palms in RPB Commons Park 2023
- 4 62. Crestwood North Park Development: Funding, Bid and Construction
- 4 63. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting
- 4 64. Mayor’s Benefit Golf Tournament
- 4 65. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park

► **Management in Progress 2023 – 2024**

- 4 66. Semi-Annual Parks Recreation Program Guide Renewal: Implementation
- 4 67. Cultural Center Weekends Janitorial Service: RFP and Contract (Budget FY 24)



# Major Projects 2023 – 2024

## Village of Royal Palm Beach

### ► Major Projects 2023 – 2024 (Continued)

- 2 1. New Village Hall Project: Construction and Opening – Phase 1; Phase 2
- 2 2. Bridge Slope Stabilization (PW 1709/PW1806) Round 2: Award; Construction
- 2 3. Canal Dredging Project: Construction
- 2 4. Water Treatment Plant (PW1802/PW1902): Bid
- 2 5. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL
- 2 6. Drainage System Improvements (PW 1903): Construction
- 2 7. Annual Backflow Preventer Replacement (PW22BF)
- 2 8. Storm Drain Outfall Replacement (ARPA – PW22SD)
- 2 9. Van Delivery (PW22TR)
- 2 10. Sidewalk Trip Hazards Elimination
- 2 11. Harvester Services Contract
- 2 12. Street Light Fixture Replacement (PW 2102)
- 2 13. LaMancha Underdrain Design (PW2204) [ARPA Funded]
- 2 14. Canal Back Maintenance (PW2205) [ARPA Funded]
- 2 15. Camellia Park Drainage Improvements Bid (PR1822) [ARPA Funded]
- 2 16. Aquatic Vegetation Maintenance
- 2 17. Okeechobee Boulevard. Main Entrance Sign Improvements, (PW2402) (Budget FY 24)
- 2 18. Annual Repairs/Replacements Bus Shelters, (PW22BS)
- 2 19. Lamstein Lane Street Lights (Budget FY 24)
- 2 20. Annual Vegetation Maintenance
- 2 21. Road Resurfacing Design (PW19RR) (PW22RR): Award Completion – Barcelona Drive; Bilbao Street; Bob White Road; Chestnut Circle; Coco Plum Court; Copperwood Circle; Easton Court; Emerald Court; Goldfinch Lane; Habitat Court; Kent Court; Las Palmas Street; Habitat Court; Kent Court; Las Palmas Street; Laurel Way; Locust Lane; Mandeville Lane; Monterey Way; Morgate Drive; Natures’ Way; Nottingham Road; Park Road North; Park Road South; Rainforest Court; Royal Palm Boulevard; Sandpiper Avenue; Saratoga Boulevard; Segovia Avenue; Sparrow Drive; Sycamore Drive; Twin Lakes Way; Valencia Street; Venetian Lane; Wildcat Way

► **Major Projects 2023 – 2024 (Continued)**

- 2 22. Annual Sidewalk Trip Hazards Repair
- 2 23. Street Light Replacement – LaMancha (PW2105)
- 2 24. Lake Bank Stabilization Project Award Bid (EN 2301)
- 2 25. FPL Pathway Dry Detention Ponds (EN1904)
- 2 26. Canal System Rehabilitation (SW1901)
- 2 27. Bilbao Street. to Okeechobee Boulevard Pathway Replacement (2305)
- 2 28. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations:  
Installation
- 2 29. RPB Commons Large Pavilions [2]: Award Bid and Construction
- 3 30. FPL Pathway Dry Detention Ponds (EN1904): Construction
- 3 31. Park Road North Parking and Pathway (EN 2201)
- 3 32. Southern Boulevard Park:-Design and Construction – Grant Funding
- 3 33. Crestwood Boulevard. and Recreation Center Connector
- 3 34. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System:  
Creation
- 3 35. ADA Play Apparatus for Todd Robiner Park
- 3 36. Ballfield Lighting Replacement – Ferrin Park

# *LEADER'S GUIDE*

## *2023*

**FINAL REPORT**

Mayor and Village Commission



Royal Palm Beach, Florida  
March 2023

Lyle Sumek Associates, Inc.

# Table of Contents

<b>Section 1</b>	<b>Royal Palm Beach as a Champion Team</b>	<b>2</b>
------------------	--	----------

<b>Section 2</b>	<b>Strategic Planning Model for the City of Royal Palm Beach</b>	<b>16</b>
------------------	--	-----------

<b>Section 3</b>	<b>Looking to Royal Palm Beach’s Future</b>	<b>22</b>
------------------	---	-----------

<b>Section 4</b>	<b>Plan 2023 – 2028</b>	<b>81</b>
------------------	-------------------------	-----------

<b>Section 5</b>	<b>Action Agenda 2023 – 2024</b>	<b>135</b>
------------------	----------------------------------	------------

**This report and all related materials are copyrighted. This report may be duplicated for distribution to appropriate parties as needed. No unauthorized duplication is allowed, including for use in training within your organization or for consulting purposes outside your organization.**

# **SECTION 1**

---

---

## **ROYAL PALM BEACH – AS A CHAMPIONSHIP TEAM**

# Royal Palm Beach: a True Champion

## **A TRUE CHAMPION SUSTAINS WINNING OVER TIME.**

### **A WINNER:**

- HAS A PLAN
- BUILDS A TEAM – DEFINED ROLES AND PROCESSES
- FOLLOWS THE STRATEGY AND PLAN
- RELIES ON CURRENT LEADERS
- PROVIDES CLEAR, CONSISTENT DIRECTION
- FOCUSES ON THE ANNUAL AGENDA
- COMPLETES TASKS AND PROJECTS
- PRODUCES RESULTS THAT ADD VALUE TO THE COMMUNITY
- LISTENS TO THE COMMUNITY
- BUILDS PARTNERSHIPS
- CELEBRATES WINS/SUCCESSSES

### **A CHAMPION:**

- REFINES THE VISION AND GOALS
- REFINES AND ADJUSTS PLANS
- RENEWS THE TEAM
- DEVELOPS/EXPANDS ADDITIONAL PARTNERS
- CONTINUES TO TAKE CALCULATED RISKS
- STRIVES TO UNDERSTANDING THE CHANGING, DYNAMIC ENVIRONMENT
- LEARNS FROM SETBACKS
- USES THEIR BUILT UP “POLITICAL CAPITAL”
- DEVELOPS FUTURE LEADERS
- ENGAGES AND REACHES OUT TO THE COMMUNITY
- MARKETS SUCCESSSES AND VALUE TO THE COMMUNITY
- TAKES ON NEW PROJECTS

## **PITFALLS FOR WINNERS:**

- COMPLACENCY
- ARROGANCE – WE ARE BETTER THAN OTHER VILLAGES
- TAKING RELATIONSHIPS FOR GRANTED
- FOCUSING ON CURRENT CRISIS
- WRAP UP MENTALITY
- PERSONAL PROMINENCE
- FEELING ON TOP OF THE BIG ISSUES
- STANDING “PAT”
- TELLING THE COMMUNITY – WHAT IS “BEST”
- PLAN BECOMING “DATED”

# Effective Teams Model

## Effective TEAMS Are:

### **G**oals

#### *“Unifying Purpose and Goals”*

- Goals – Outcomes
- Work Programs – Game Plan
- Strategy – Action Steps

### **R**oles

#### *“Individual Contribution”*

- Valuing Individuality
- Responsibilities Defined
- Practicing Teamwork

### **E**xecute

#### *“Produce Results through Actions”*

- Analyze
  - Act
  - Evaluate
- Decide  
Impact  
Adjust

### **A**ttitude

#### *“Willingness to Work Together”*

- Respect for Each Other
- Cooperation and Openness
- Celebrating Success: Momentum

### **T**rust

#### *“Commitments Becomes Reality”*

- Learning from Setbacks
- Guidelines
- Support Each Other



# Winners Versus True Champions *Comparison*

## **LOSER**

**Conflict      Turmoil**

**No Hope for Future**

**Internal Fighting**

**Personal**

## **COMPETITIVE**

**Okay**

**Short Term**

**Compete, but Do Not Win**

**SUSTAINING**

## **WINNER**

**Achieve a Goal**

**Claim Success**

**A Leader**

**Game Plan**

**Guided by Achievement**

## **CHAMPION**

**Refocus Direction and Goals**

**Share Successes**

**Many Leaders**

**Strategy**

**Guided by Outcomes**

# Winning Teams

## Winners

**Keep the Focus**

**Share Responsibility as Leaders**

**Use a Game Plan**

**Build Teams**

**Listen to Citizens**

**Have Agendas**

**Celebrate Successes**

## Champions

**Refine Goals**

**Look For and Develop Leaders**

**Prepare for New Challenges**

**Develop Teams**

**Reach Out to Citizens**

**Take on a New Project**

**Market Success**

Today many villages can be characterized as “Winners”. Few villages can be characterized as “True Champions”. This true model provides insights distinguishing “Winners” from “Champions” and laying a foundation for championship action. The message to Mayor and Council is to look at: Are we a winning team? What do we need to do to become a champion team? The responsibility is yours as Village leaders.

# The Champion

---

Now let's turn to the "True Champion".

The "champion" not only wins for the season, it also wins over time. Champions do not rest on their laurels, but accept their victory as a foundation for building a better future. The champion sees a winning season as an opportunity to work harder for our next season in order to sustain excellence over time. "True Champions" have the following seven characteristics.

## **1. Refine Goals**

Champions take the goals from their winning season and refine them for the future. It means evaluating their benchmarks of success and refocusing on new opportunities for the future. For Village government, Mayor and Council define more specific goals that have more focus of purpose. The benchmarks are monitored to evaluate the impact of the actions in achieving the defined goals. With an eye on the horizon, opportunities are anticipated. Champions are always looking at ways of refining their goals.

## **2. Look for and Develop Future Leaders**

Champions are always looking for fellow champions in their community. These are individuals who have the potential for effective contribution and leadership within the Village. On championship teams the leaders look for future leaders. They identify these individuals and encourage them to participate in the process. They serve as a coach and mentor, expanding their knowledge and developing specific skills of leadership. Champions do not see future leaders as a threat, but partners in expanding the Village's resources and accomplishments. Champions are always looking for future champions.

## **3. Prepared for Next Challenge**

Championship teams refine the process and continue to have an eye on the horizon. They avoid worrying that "what ifs" may happen. They focus on what they have an ability to control or influence. Champions continue to give. They spend less time worrying about their setbacks and more on improving the process for the future. In villages it means that the Mayor and Village Council look to their process – how they govern the Village; how they relate to the Village staff. Champions believe that if the processes are in place, the next challenge can quickly become an opportunity.

## **4. Develop Teams**

Champions continue to learn and to grow. Champions see the importance of taking time for meaningful evaluation. They seek feedback on their performance and listen to others' perspectives. They recognize that championship teams who are not developing, die. When that happens, the team gets in a defensive posture focusing on surviving as a team rather than developing for the future. On championship teams, individuals grow and provide new

contributions to the team based upon their own personal growth. A “champion” recognizes that individual growth will enhance team effectiveness for the future and continue pursuit of learning. In villages, Mayor and Village Council look to developing their team and the Village team that they lead. Champions avoid stereotyping individuals on their contributions to the team effort.

## **5. Reach Out to Citizens**

Champions recognize the need to continually go back to their roots – what has made them successful. Champions keep going back to the basics. They avoid the sense of arrogance and complacency by reaching out to their fans. For Mayor and Council, it means reaching out to the community. They can identify a new group to go visit – a new part of the community to talk to, to look at, to get out of their cars and to walk and to look. Communities are dynamic and championship communities recognize the dynamic nature and respond accordingly. Champions recognize that you may not agree with the other person’s perspective, but for them the perspective is real. A champion builds new fans who can be partners in future success. Therefore, if we are going to continue to be champions, we must have an ability to address their perceptions. Champions reach out beyond the political, supporter and “safe” group to their emerging communities.

## **6. Search for a New Project**

Champions always need a new project. New projects bring on a sense of opportunity and a sense of excitement. It is an opportunity to recharge the batteries and renew the team spirit. A new project is one that provides a new challenge for the championship team as a whole and the individual members of the team. In villages, it is a challenge for Mayor and Village Council to find a visible project that can have a timely impact on the community. On a championship team, everyone supports the new project. A word of caution: the new project should not take away from the completion of the old agenda.

## **7. Market Successes**

Championship teams share their successes with their fans. They recognize that “fans” are partners in the success. Championship villages share their successes with their partners who have helped them to achieve their goals, with the interest groups that support the Village government, and the citizens to whom there is a sense of stewardship. Mayor and Village Council have been entrusted with significant responsibilities with public resources. The marketing of the success and letting citizens and partners know of the accomplishments will lead stakeholders to feel that they have gotten their money’s worth and that the effort of the Village was worthwhile. In today's world, the media coverage of government is predominately “negative”. The failure of government, the imperfection of politicians. Even champions lose games, but they do not let them detract from future success. The importance for marketing is paramount to successful championship villages. Marketing is sharing the good news, helping individuals understand the direction and accomplishments, and mobilizing the support for the team. Success builds a momentum for future “championships”.

Champions continually work to be champions. They do not rest on their laurels, but seek ways of enhancing their performance. Champions get better over time.

# **Pitfalls for Winners**

**Arrogance – Feeling that We are Better than Others**

**Attitude of Complacency**

**Assuming Goals and Focus**

**Taking Relationships for Granted**

**On Top of Big Issues**

**Worrying about the Crisis**

**Wrap Up Mentality**

**Personal Prominence**

# Pitfalls for Winners

## Sowing the Seeds of Failure

After a team wins the Super Bowl, the World Series, the NBA Championship, there is always the potential to get wrapped up in the “winning season”. The winning season then provides significant challenges for leaders who want to be champions.

The pitfalls for “winners” are:

- **Arrogance – A Feeling that We Are Better than Others**

In applying the concept of arrogance to villages, it means that Mayor and Village Council lose their feeling for the true, total community. The focus becomes special interest groups that have shared in the success and who have a comfortable relationship with Council. They are predictable and supportive. Input becomes selective, relying on these few, rather than reaching out to others in the communities. The Council gets a feeling that “we know what is best” and begins to view citizen input through a “tinted lens”. Sometimes they retrench into their political shells. The assumption is the citizens will recognize our winning efforts for the community.

- **Attitude on Complacency**

The feeling “we are fine, we are now here” challenges winners. However, as you take the words “now here”, it can easily become “nowhere”. In villages, complacency occurs when the Council assumes the winning efforts will continue with minimal effort. Less time is spent on issues; less time is spent on process – how we govern our villages. It is assumed that certain issues will be handled in a quick and timely manner. Council members become impatient and minimize critical feedback. Councils worry more about getting out of the meeting in a quick and deliberate manner, rather than whether the issue has been thoroughly discussed and analyzed.

- **Assuming Goals and Focus**

Winners have goals. Winners accomplish goals. Winners get distracted from their goals. They may see no need for a goal-setting workshop and cancel it. The challenge for Mayor and Village Council is to continually review and refine their goals from year to year. This becomes the focus of their energies – focusing on what is more important for the community. As events occur and times change, there is always a need in the Village to refine the goals and redirect energies. This keeps the focus on the future rather than becoming consumed with today.

- **Taking Relationships for Granted**

Winners succeed because of the willingness to work together to get and sustain major votes. The working together is based upon the development of positive work relationships over time. It is an understanding and appreciation of individual contributions. It is an understanding of what roles each member plays. It is an understanding of how others will behave and react in different situations. However, as in any relationship, we assume that it will continue with minimal work on our parts. In marriages, this assumption many times leads to divorce. With Mayor and Council, it leads to a break down in the governance process and the election at the polls. Winners become challenged by focusing on petty irritants in the relationship. Teamwork gradually begins to disappear. As a result, over time, winners can find a relationship on a dysfunctional slide, which results in increased interpersonal conflict and tension.

- **On Top of Big Issues**

Winner's success comes from getting on top of big issues. In villages, winning Mayor and Village Council have defined future goals and developed an action plan to accomplish those goals. For winners the feeling of success on big issues leads to a feeling of freedom to pursue individual agendas. With Mayor and Village Council the big issues have been addressed, so what is on the next agenda? The next agenda becomes filled with individual action items, most of which are not of major significance. As the individual items begin to consume more and more staff time, the Village staff can become confused and question the true direction for the Village and the individual motivations of Council Members. The Village begins to lose its focus with resources being diverted to these individual agendas and issues.

- **Worrying about the Crisis**

After a winning season, winners begin to worry can we repeat. If the tension builds and concerns about winning become predominant, the goal is winning rather than addressing the issues and being successful. We lose the focus on what brought us the success of winning. We wonder what the next issue on the horizon is that will become our crisis, the next major political challenge for us as Village leaders. Like with any team, when any individual players become tense the performance deteriorates. Winners find themselves losing the game and losing on issues. You start to look for crises and, in many cases, begin to generate the crisis. For Mayor and Council, it is an easy issue that can be handled quickly that becomes a major crisis because of over-analysis and over-concern.

- **Wrap Up Mentality**

Winners become challenged by the mentality that all we need to do is sustain our effort for the next season. For villages, it means all we need to do is to complete our projects and wrap up our reports. The wrap up mentality shortens the horizons from focusing on the future to focusing on today. The focus of the goals becomes lost as we wrap up the issues. Life becomes boring because of no future challenges. We get impatient in our desire to wrap up issues in a timely manner. As a result, little problems can become major impediments to future success.

- **Personal Prominence**

With the success of being a winner, individuals gain prominence. Winners let the prominence, at times, go to their heads and forget the team effort that was needed to produce that winning season. Individuals get a glorified sense of their own importance. For Mayor and Council, it is the media focusing on individual contributions and accomplishments, rather than successes of the Village. We forget that there is no “I” in “Team”. Our focus is on ourselves individually, rather than our Village's future. For some Mayor and Council, personal prominence is perceived as being important for future political success. Individuals begin to claim credit for the policy or action and are less likely to share credit with the team.

- **Getting Away from the Game Plan**

Winners feel they have got a successful game plan. The game plan worked for the last season. We need to communicate less and spend less time talking with each other. We need to spend less time with the process because the process is embraced. There is no need to fine-tune our game plan. There is no need to understand each other. I already know where they are coming from. In villages, Mayor and Council take less time in work sessions and in their formal meetings. There is less discussion of individual ideas and perspective on issues. There is less discussion of future horizons. There is growing impatience with drawn out processes and at times with each other. Individuals may self-censor their comments, figuring that others are not interested or think they have heard that once before.

These are the pitfalls that challenge winners and the response to these challenges distinguishes “Winners” from “True Champions”.



# 12 Points of an Effective Mayor and Village Council

1. **Focus on and Use Vision, Goals and Priority**
  - Define the Village’s preferred future
  - Establish outcome-based goals
  - Think about value to the community
  - Use to allocate resources, to develop plans and policies, to invest in the future
2. **Make Timely and Courageous Decisions**
  - Use vision, goals and priorities to use decisions
  - Seek and use input from community and Village staff
  - Evaluate options through committees and work sessions
  - Decide on what is “best for the Village”
3. **Provide Clear Direction and Expectations**
  - Obtain clear closure
  - Define outcomes, measures of success and time frames
  - Delegate assignments to Boards and Councils, and to Village staff
  - Make sure to summarize and test closure to make sure that everyone has the same understanding
4. **Negotiate**
  - Know your own bottom line
  - Look for common ground and areas of agreement first
  - Use work session and committees to negotiate
  - Win with grace, lose with grace
5. **Treat Others with Respect**
  - Be courteous, polite and trustworthy – avoid personal attacks
  - Deliver on your commitments
  - Act within your defined roles
  - Value the contributions of others
6. **Have Open Communications**
  - Communicate using direct, open messages
  - Keep everyone informed and avoid surprises or hidden agendas
  - Listen and understand before judging

Use simple and focused messages that people can remember

**7. Monitor Performance**

- Obtain regular progress updates/status reports
- Meet quarterly to review and refine direction
- Evaluate the outcome and actions, and make modifications
- Take responsibility for the actions and be accountable for the results.

**8. Have a Community Presence**

- Be accessible to the citizens and community
- Go into the community beyond your political supporters
- Take time to develop effective working relationships with community partners
- Be a positive advocate for the Village

**9. Act as a Board of Directors**

- Know your community – view it as the “market place”
- Focus on providing policy direction
- Delegate clear responsibility to the Village Administrator as the C.E.O.
- Avoid micromanaging and the daily operations

**10. Think Strategically**

- Institutionalize the goal setting process
- Identify key partners who can bring resources to the table
- Define alternative routes and steps to destination – the vision
- Keep the “big” picture in mind

**11. Align the Village Organization**

- Appoint individuals to Boards and Councils who share your passion for the Village and the vision for the future
- Define the core values to guide “how the Village should operate and be managed”
- Employ the “right” Village Administrator for your Village
- Hold other accountable for their behaviors, actions and the results

**12. Share Success and Celebrate**

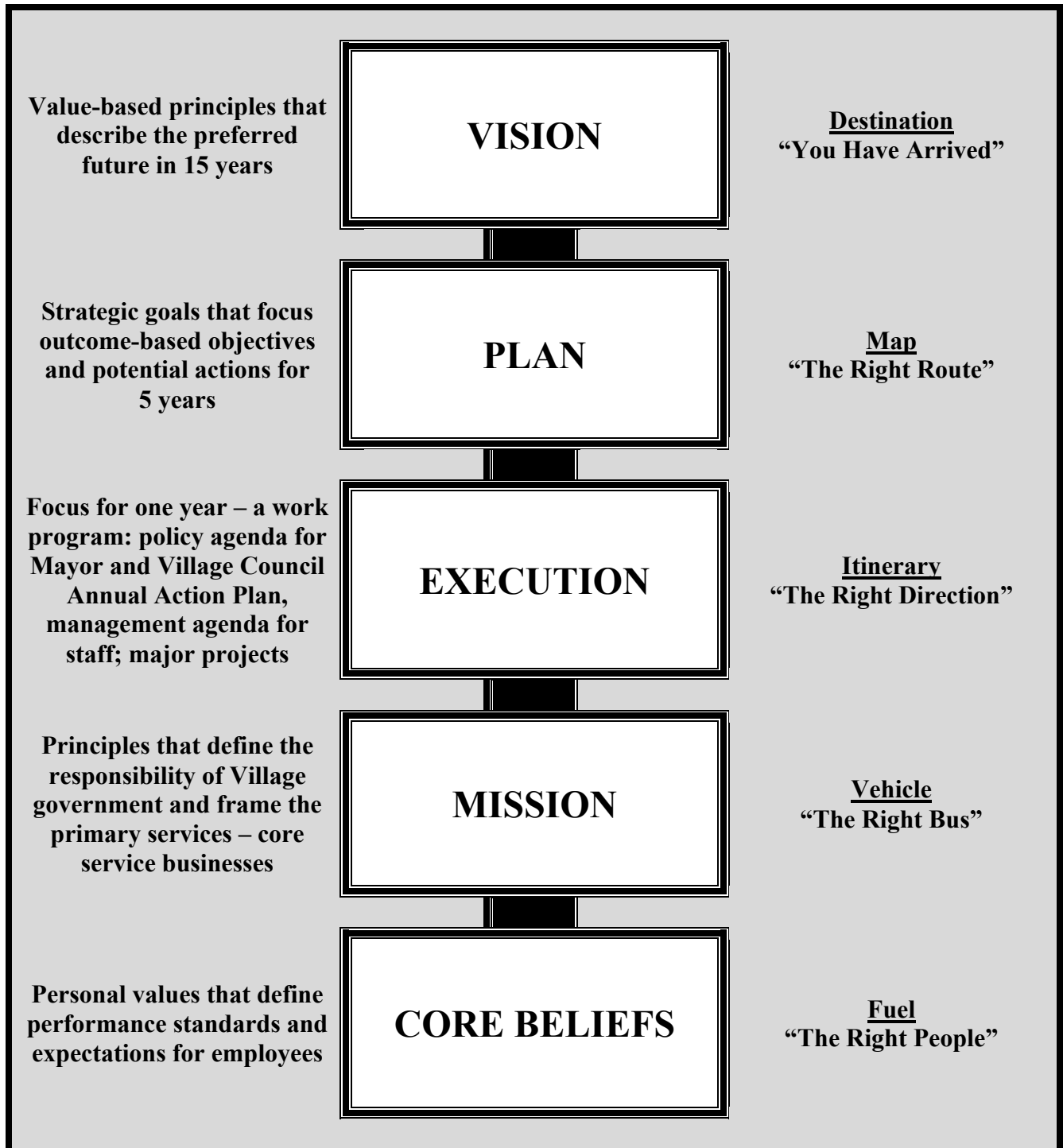
- Communicate “Our Village Success” in terms that the average citizen will understand
- Use celebrations that create a positive memory – value that the Village has added to people’s lives
- Recognize others who have contributed to the Village’s success
- Remember people want to be associated with “winners”

# **SECTION 2**

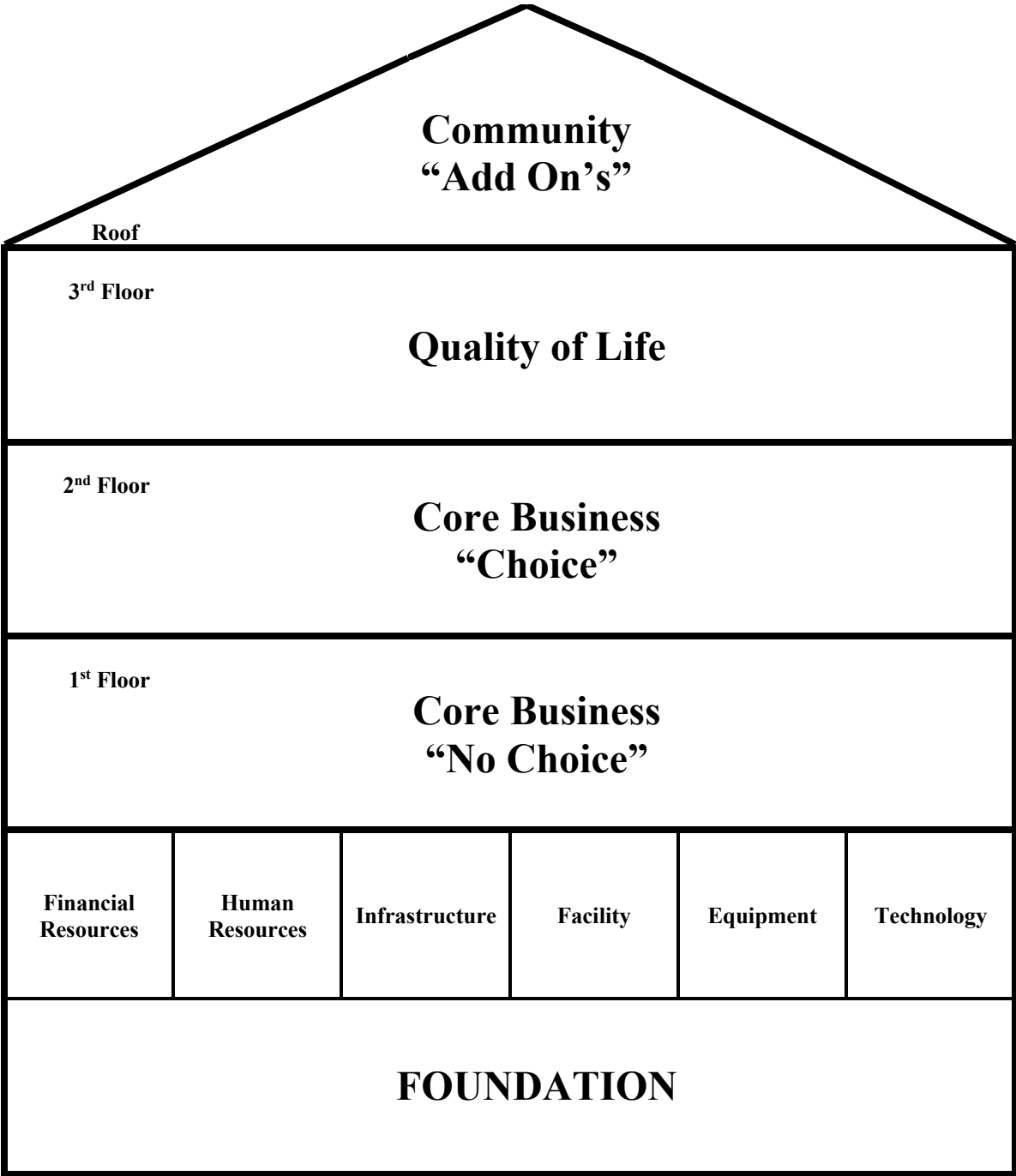
---

## **STRATEGIC PLANNING MODEL FOR ROYAL PALM BEACH**

# ***STRATEGIC PLANNING MODEL***



# Village: Service Responsibilities



# Village Service Hierarchy House Model

## **FOUNDATION**

"*INVISIBLE*" FROM VIEW, BUT NECESSARY FOR THE DELIVERY OF VILLAGE SERVICES

## **1st FLOOR – NO CHOICE**

SERVICES REQUIRED BY STATE OR FEDERAL LAWS; IF NO COMPLIANCE, PEOPLE GO JAIL, FINES ARE LEVIED

## **2nd FLOOR – CHOICE FOR DAILY LIFE**

SERVICES NECESSARY FOR LIVING IN A MODERN COMMUNITY

## **3rd FLOOR v QUALITY OF LIVING**

SERVICES THAT MAKE THE COMMUNITY A DESIRABLE PLACE TO LIVE AND DISTINGUISH IT FROM OTHERS

## **ROOF – COMMUNITY ADD ON**

SERVICES THAT ADD FURTHER VALUE TO THE RESIDENTS' LIVES

# **Sustainable Community**

## **Environmental Stewardship**

**Personal  
Livability**

**“Sustainable  
Village”**

**Economic  
Opportunity**

## **Community Building**

# A Sustainable Community is a Balance of Four Components

## Personal Livability

- Feeling safe
- Quality schools and educational programs for lifelong learning
- Quality medical services and personal wellness opportunities
- Neighborhoods with a ranges of housing opportunities
- Easy mobility within the Village and to/from outside
- Reliable utility services: water, sewer, telecommunications
- Timely response to an emergency call for service

## Environmental Stewardship

- Preservation of the Village's natural resources
- Conservation of water
- Effective stormwater management system
- Recycling for residents and businesses
- Reducing the Village's and community's carbon footprint
- Use of alternative energy sources

## Economic Opportunities

- Creating a positive environment that supports private investments and entrepreneurship
- Retaining and growing current businesses
- Workforce trained for 21st century jobs
- Opportunities for higher education and job training
- Developing public-private relationships with a return on the investment
- Attracting businesses targeted for the community

## Community Building

- Partnering with community-based organizations
- Strong community events with active participation that bring neighbors together
- Community gathering places where residents go to enjoy
- Residents positively engaged in the Village's governance processes
- Proactive communications about the Village and the community
- Residents volunteering and contributing to the community
- Celebrating the community's history and heritage



# **SECTION 3**



## **LOOKING TO ROYAL PALM BEACH'S FUTURE**

# Royal Palm Beach Success in 2028

## **MAYOR FRED PINTO**

1. Rapid Transit Solutions
2. Tuttle Royale Development Completion
3. Affordable Housing for Residents

## **COUNCIL MEMBER JEFF HMARA**

1. Mass Transit/561 Plan Implementation
2. Tuttle Royale Development Completion
3. State Road 7 Plan Implementation

## **COUNCIL MEMBER JAN RODUSKY**

1. State Road 7 Plan Implementation
2. Tuttle Royale Development Completion
3. Micro-Mobility

## **COUNCIL MEMBER RICHARD VALUANTAS**

1. State Road 7 Plan Implementation
2. State Road 7 Extension Resolution
3. Management Succession Planning and Program

## **COUNCIL MEMBER SELENA SAMIOS**

1. Park Development
2. Tuttle Royale Development Completion
3. Attraction of Businesses to Vacant Buildings

# **My Actions Ideas for 2023 – 2024**

## **Village of Royal Palm Beach**

### **MAYOR FRED PINTO**

1. Village Hall Opening and Move-In
2. Recreation Center Project
3. State 7 Vision Direction

### **COUNCIL MEMBER JEFF HMARA**

1. Village Hall Opening and Move-In
2. Recreation Center Project
3. Public Engagement: Public Arts and Communications Enhancements

### **COUNCIL MEMBER JAN RODUSKY**

1. Village Hall Opening and Move-In
2. State 7 Vision Direction
3. Village Hall Public Arts

### **COUNCIL MEMBER RICHARD VALUANTAS**

1. Village Hall Opening and Move-In
2. Tuttle Royale Development
3. Cypress Key Development

### **COUNCIL MEMBER SELENA SAMIOS**

1. Communications with our Residents
2. Proactive response to West Developments Impacts on Royal Palm Beach

# Messages from Our Community

## Village of Royal Palm Beach

1. Traffic congestion!
2. Concern about residential growth to the west of Royal Palm Beach
3. What is happening at Okeechobee/SR 7?
4. Love living in Royal Palm Beach
5. Great restaurant at Veterans' Park
6. Take out speed bump/humps
7. Helpful and easy to use Village website
8. What is going on with Tuttle Royale?
9. Love and use Commons Park
10. Love the Dog Park
11. Grateful for Village government proactive approach
12. Like the strategic plan and the link to the budget process and projects
13. What is 561 and 1<sup>st</sup> mile/last mile
14. Non-profit organizations can afford to use Commons Park for events
15. Speed on Crestwood
16. Code enforcement is "targeting me" or not enough code enforcement
17. Great service from the Village employees
18. Need traffic signal at Cypress Key Entrance

19. Concern about the increasing number of homeless, particularly hanging out at Challenger Park
20. Village should regulate color of residential fences
21. Speeding on Crestwood
22. Need for an easy Community Calendar
23. Concern about car break-ins

# **Strengths – Weaknesses Threats – Opportunities Village of Royal Palm Beach**

## **» Strengths**

1. Low millage rate
2. Fiscally responsible Village government – our reserves
3. Parks with great amenities and venues
4. Commons Park
5. Family-oriented/friendly community
6. Great schools
7. Safe community
8. Beautiful and green community – streetscapes and green areas
9. Village managers and employees dedication to our Royal Palm Beach community
10. Community ownership and pride in Royal Palm Beach
11. Communications and outreach our community
12. Condition and investment in Village infrastructure and facilities
13. People want to come here
14. Recreation programs
15. Green Market

## »» Areas for Improvement

1. Density and residential growth
2. Tuttle Royale – completion
3. Okeechobee/SR 7 development
4. Traffic flow and congestion reduction
5. Increasing costs of Village operations and projects
6. Management and employee succession planning and talent development
7. Responding to the needs of older residents
8. Always continue to enhance communications with our residents – different approaches to get the attention of our residents
9. Increasing operational and project costs
10. ADA accessibility
11. Advocacy at the State level

## »» Threats to Royal Palm Beach's Future

1. Actions by the State of Florida: guns, home rule
2. Growth to the west
3. Additional municipalities in the County
4. Losing our "family-friendly" community
5. Next crisis
6. Traffic congestion and potential gridlock



## »» Opportunities for Royal Palm Beach's Future

1. Expanding housing choices – different stages of a person's lifecycle
2. Tuttle Royale next steps
3. Okeechobee/SR 7 development
4. Southern/SR 7 development
5. Micro-mobility options –electric bikes, scooters, golf carts, etc.
6. Succession planning
7. Redevelopment/re-purpose/revitalization of older strip commercial centers and small commercial malls
8. Enclave annexation
9. Hospital annexation
10. Coordination/partnership of projects and development with other municipalities

# **Actions for 2023 – 2024**

## **Mayor and Village Council Interviews**

### **Village of Royal Palm Beach**

1. Entrance Signs: Design and Installation
2. All Access Playground
3. Village Hall: Opening
4. Southern/State Road 7 Development
5. Okeechobee/State Road 7 Development
6. Tuttle Royale Development: Next Steps
7. Recreation Center: Construction
8. Canopy for Restaurant in Veterans' Park
9. Village Marketing Program Expansion
10. Turf for Soccer Field: Direction and Funding
11. Hotel Development
12. Management and Employee Succession
13. Talent Development Programs, including Internship Programs
14. Variances
15. Light Rail Development
16. Information Technology Upgrades
17. Millage Rate: Direction
18. Undeveloped Land: Inventory and Direction

19. Internship Program Development
20. Affordable Housing: Definition, Report with Options and Directions
21. Treasure Coast Study of State Road 7: Report, Direction and Implementation Plan
22. Commons Park Amenities/Venues Expansion and Enhancement: Direction and Funding
23. Commons Park Fee Schedule for Non-Profit Organizations: Review and Refinement
24. Village Hall Project: Construction Completion and Opening
25. Crestwood Park North Development: Construction
26. Canal Dredging Program: Direction and Funding
27. Wayfinding Signs Program
28. Electric Vehicles Preparation: Next Steps
29. Micro-Mobility Study: Goals, Best Practices, Report and Direction (e.g. electric bikes, golf carts, scooters, etc.)
30. Old Shopping Centers/Malls: Goals, Problem Analysis, Report with Options, Direction and Village Actions
31. 561 Project – 1<sup>st</sup> Mile and Last Mile: Next Steps
32. Village Street Lights
33. Hospital Annexation: Update and Direction
34. State Road 7 Extension: Update and Next Steps
35. Homeless Strategy/Action Plan: Report with Problem Analysis, Optional and Recommendations and Direction
36. Cypress Key Traffic Signal: Direction and Funding
37. B-B Gun Ordinance: Direction
38. Commons Park Playground Addition/Expansion: Needs, Direction and Funding
39. Restrooms at Dog Park: Direction and Funding

40. Bike Lane Safety Enhancement: Options, Direction and Funding
41. Art in Public Spaces: Next Steps
42. 65<sup>th</sup> Village Anniversary: Direction
43. New Event: Options and Direction
44. Overpass over Okeechobee: Research, Options, Direction and Funding
45. Mobility on Demand (MOD): Research, Options and Direction
46. Tree Canopy/Shade Enhancements: Options, Direction and Funding
47. Park Surveillance Cameras: Update and Direction
48. Body Cameras: Implementation
49. Blueberry Festival: Update, Direction and City Actions
50. ADA Access: Update Report and Direction
51. Shakespeare in the Palm 4<sup>th</sup> Year
52. Single-Use Plastics Ban: Research and Direction
53. New Fitness Center: Completion
54. ARPA Projects: Funding Update
55. Bus Routes: Review and Refinement
56. Free Clinics: Concept, Village Role, Direction and Ground Rules

# Major Challenges facing Royal Palm Beach

## EXECUTIVE PERSPECTIVE

1. **Over-use of Village Facilities and Parks – needing more maintenance and reinvestment**
2. **Finding residents for Village Boards and Commissions**
3. **High cost of housing and availability of housing for new, younger employees**
4. **Growing traffic congestion and longer commute times and lack of funding or investments in road system**
5. **Upcoming retirements and succession planning and talent development**
6. **Funding options beyond APRA (2026) and 1 cent sales tax (2024 – 2025)**
7. **Actions by the State of Florida impacting home rule and sovereign immunity**
8. **Assisting and helping Village staff and Village residents to become more tech savvy**
9. **Increasing cost of Village service delivery, equipment and projects**
10. **Maintaining Village services and levels of service without a tax increase – becoming more efficient and reducing the costs of service delivery**

# **Major New Initiative for 2023 – 2024**

## **EXECUTIVE PERSPECTIVE**

- 1. Increasing the use of technology and the tech savvy of Village employees and residents**
- 2. Housing for Village workforces**
- 3. Connecting our RPB community: paths, sidewalks and access to RPB Commons Park**
- 4. Viable Transit Plan including Bus Rapid Transit**
- 5. Working with Developers on implementing the State Road 7 Vision**
- 6. Expansion of LPR and Community Cameras and lack of fiber**
- 7. Cell Towers: location, Village pay for poles**
- 8. Continuing to invest in Maintenance/Upgrades in Village Facilities and Parks**
- 9. Purchasing Centralization of Common Items**
- 10. Maintaining the “Status Quo” – Great Village Services to our RPB community**

# **Looking to Royal Palm Beach's Future Departmental View**

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Clerk's Office

---

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- Municipal Elections
- Ongoing volume of Public Record Requests
- Developing and evolving the new PIO position
- Monitoring the two RV Lots (i.e., security, application documentation, payments, availability and information updates)
- Securing Media Coverage for major events
- Keeping current with evolving public records law and expanding exemptions
- Preparing for transition to new Village Hall building



# **MANAGEMENT IN PROGRESS 2023 – 2024 PROJECTS AND ISSUES Royal Palm Beach, Florida April 2023**

## **DEPARTMENT: Clerk's Office**

---

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Responding to Public Records Requests
- 2 Monitoring the two RV Lots (i.e. payments and updated registration and insurance information)
- 3 Conducting Municipal Lien Searches
- 4 Legal advertising for Elections, Public Meetings and Ordinances
- 5 Agenda Preparation/Packets/Post Council Meeting Action (i.e. process and distribute official Village documents)
- 6 Establishing effective flow of communication and requests between PIO and other departments
- 7 Updating New Resident and New Business Packets
- 8 Working on video advertising for upcoming major events as well as Bike Share Program
- 9 Building digital material cache of Village Programs
- 10 Networking to promote the Village and our services
- 11 Building content for the Village landing page on Discover the Palm Beaches website
- 12 Redesigning the Mayor's VECTOR for ease of use and creative content

- 13 Advertising for Board/Commission open or expiring seats
- 14 Records Retention/Management
- 15 Assist the Education Advisory Board with scholarship process
- 16 Minutes for Council, Education Advisory Board and Pension Boards
- 17 Processing Village Code of Ordinance revisions through Municode
- 18 Processing PBSO Parking Citations
- 19 Continually updating HOA Contact Information as well as Emergency Contact Information for Emergency Management
- 20 Archiving newspaper articles, pictures and events regarding the Village's business

**INITIATIVES 2023 – 2024:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2023**

**DEPARTMENT: Clerk's Office**

---

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 PIO to obtain Certification and Drone License (May)
- 2 Update New Resident/Business Packets (June)
- 3 Update RV Lot Agreement (June)
- 4 Update Code to coincide with the March 19, 2024 Presidential Primary Election (June/July)
- 5 Develop PIO Standard Operating Procedure/Communication Plan (August)
- 6 Update Policy & Procedure for all Public Records Request (September)
- 7 Ongoing Village Website Enhancements in conjunction with the IS Department (December then ongoing)
- 8 Develop Royal Palm Beach Passport Type Material (February)
- 9 Work with GIS Staff to Redesign Park's Web Maps (February)

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Community Development

---

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- It is an ongoing challenge to refine documents and educate our customers regarding our E-permitting process and encourage residents to seek our services.
- The demand for Public records requests continues to expand. We have met the challenge but are always seeking ways to improve our service delivery.
- Recent inflation, combined with the increase in property values has already affected properties within the Village. Families expanding to house grown children and or Families moving back home with parents brings with it increased pressure on parking, landscaping and often compromised living accommodations. We are vigilant to address these issues to protect the property values of adjacent or nearby residents.
- While several projects will impact our Village, Southern Properties and the Mixed-use development is undoubtedly the largest. Impacts to traffic flow, increase in service levels will be significant.
- Construction to continue at Cypress Key Commercial. This commercial development is adjacent to existing residential properties and will require diligence to complete while minimizing impacts to adjacent property.

**MANAGEMENT IN PROGRESS 2023 – 2024**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2023**

**DEPARTMENT: Community Development**

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Ongoing education of public and E-permitting processes.
- 2 Progressing toward Bella Sera 100% build out.
- 3 Coordination of permitting for various Pods of Southern Properties.
- 4 Monitoring State HB 735 proposed changes to BTR requirements.
- 5 Working through next phases of Cypress Key Development.

**INITIATIVES 2023 – 2024:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2023**

**DEPARTMENT: Community Development**

---

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 Review rear easement on RS-2 properties located along Hibiscus Dr. adjacent to the M-1 canal and propose expanded use into extensive existing maintenance easements.
- 2 Review Fire Lane and No parking area guidelines to provide a penalty which can be implemented through PBSO and provide a safe vehicular and pedestrian interface within commercial properties.
- 3 Review “Open Container” guidelines to provide clarity to penalty to be implemented by PBSO to assure a safe public property experience for residents.
- 4 Review solicitation regulations to define the ROW within the roadway as an area not to be utilized as walking commerce such as Newspapers, seasonal flowers and other temporary business endeavors.
- 5 Review and propose a residential lighting ordinance which would limit the amount of spillover or glare lighting from adjacent properties.
- 6 Review landscaping ordinance and propose changes within the “Specie” tree requirements and “Hat racking” conditions as pertaining to residential property.
- 7 Review landscaping ordinance and provide guidelines for the currently prohibited installation of synthetic turf to be utilized in specific and limited designs.
- 8 Continue to encourage the use of natural Hybrid Carp to maintain adequate levels of aquatic vegetation within the closed water body of Commons Park. The water body at Commons Park is ideal for the implementation of this natural solution thereby protecting the many residents and child users of our largest park with a cost effective and safe solution.

- 9 Re-create a Resident consumer guideline for hiring a licensed contractor and process toward completion of a permitted construction, to be posted on our website.
- 10 Review Task functions of CE Admin 1 position shared with CD and propose equitable pay structure to maintain incentive and possible succession options.
- 11 Incorporate “Internship “ hire option for Plumbing/Mechanical position for possible succession planning.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Engineering

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- Renovation and Expansion - Recreation Center Architectural / Engineering design and construction for the expansion and renovation of the Recreation Center. The expansion will include a 9800-sf gymnasium, 4 meeting rooms, a kitchen, and restrooms totaling 5500 sf. The project also includes the expansion and resurfacing of the parking lot and upgrading entry feature signage. (PRJ#- PR2201 / Fund-302)
- Southern Blvd. Park-Design and construction of a 10–15-acre park within the recently annexed properties located south of Southern Blvd. and west of the Lowes Plaza. (PRJ#- PR1901 / Fund-301)
- Camellia Park Renovation-Replacement of existing tennis courts/lights; Tennis Pro office and Restroom Building (PRJ#- PR2402 / Fund-303)
- Create a direct connection between Crestwood Blvd. and the recreation center. The connection will be a multi-use nature trail and bike path. (PRJ#- EN-TBD1 / Fund-TBD)
- Crestwood North Park-Design and construction of a five-acre park on the corner of Crestwood Blvd. and the M1 Canal. (PRJ#- PR2102 / Fund-301)
- Workforce tracking for Public Works using ESRI GIS tools for work order assignments. Implement a more comprehensive time and task tracking for use by Public Works. (PRJ#- GIS-01 / Fund-N/A)
- Modifications required to convert the existing Village Meeting Hall building into a public rental facility of approximately 2,600 square feet. The interior space overlooking the pond will have new windows and doors for access to the covered veranda. The proposed modifications will create a rental facility for multiple functions, such as: weddings, social events, meetings, etc. (PRJ#- EN2202 / Fund-105)



- Create a Royal Palm Beach Bike and pedestrian access to the pond cypress trail system. (PRJ#- EN-TBD2 / Fund-TBD)
- Replace the existing 8.0' wide asphalt pathway with a 10.0' wide concrete pathway from Bilbao St. to Okeechobee Blvd. Expand walkways on Okeechobee Blvd. and add a 10.0' wide concrete pathway adjacent to the brass ring parking lot. Change the retrofitted cul-de-sac behind brass ring to a t-intersection and extend the Sparrow pathway to the FPL pathway. (PRJ#- EN2305 / Fund-303)
- Drainage improvements at Camellia Park to include inlets and pipe along the south side of the Camellia Drive parking lot and in the parking lot; improvements to the swale adjacent to the tennis courts; removal and replacement of concrete walkway at tennis instructor's office; and, piping in the section of Camellia ditch that is adjacent to Camellia Park and Seminole Palms Park. The project also includes in FY21 the dredging of approximately 2,500LF of canal and removal of vegetation along the banks that restricts access for maintenance personnel. (PRJ#- PR1822 / Fund-105)
- Construction of Wedding gazebo and extension of main entry canopy (PRJ#- PR2401 / Fund-303)
- Evaluate the need for westbound left turn lane on Sparrow into Crestwood Middle school. (PRJ#- EN-TBD3 / Fund-TBD)
- Flood - Community Rating System Cycle Visit – The CRS program requires an annual recertification which is based on annual record keeping and reports. Every 3-5 years, FEMA does a CRS cycle visit. The Village needed to make necessary ordinance updates in preparation for the cycle visit. The ordinance updates were completed but the cycle visit was delayed due to hurricane impacts this past summer. (PRJ#- GIS-02 / Fund-N/A)
- Real-time mapping of current open permits for all types of development, ROW and engineering projects. (PRJ#- GIS-03 / Fund-N/A)
- Manage grant project development and review processes with FDOT through the LAP process. Design plans and specifications within LAP requirements to satisfy FDOT and obtain a finalized grant agreement for the Pedestrian Wayfinding Project. (PRJ#- EN2102 / Fund-303)
- Manage grant project development and review processes with FDOT through the LAP process. Design plans and specifications within LAP requirements to satisfy FDOT and obtain a finalized grant agreement for the ADA Improvements Project. (PRJ#- EN2302 / Fund-303)

- Stabilize the FPL easement adjacent to Bobwhite road in order to accommodate overflow parking for RPB commons events. (PRJ#- EN-TBD4 / Fund-TBD)
- Purchase the empty lot at 179 Grouse lane. The Village relies on the entrance for amphitheater events, and the current access easement is only 40' wide. Purchasing the lot will provide additional space and allow for other uses on the property. (PRJ#- EN-TBD5 / Fund-TBD)
- Renovate the David Farber building. Convert the former PAL space into a gym and convert the existing gym into additional training space (mirror of exst space). (PRJ#- EN-TBD7 / Fund-TBD)

# MANAGEMENT IN PROGRESS 2023 – 2024

## PROJECTS AND ISSUES

### Royal Palm Beach, Florida

April 2023

#### DEPARTMENT: Engineering

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Road Re-Surfacing-The proposed project will address areas within the Village with poor pavement conditions caused by aging, traffic and water damage. The following is a list of proposed roadways to be resurfaced: For 2022: BARCELONA DR, BILBAO ST, BOBWHITE RD, CHESTNUT CIR, COCOPLUM CIR, COCOPLUM LN, COPPERWOOD CIR, EMERALD CT, GOLDFINCH LN, HABITAT CT, LAS PALMAS ST, LAUREL WAY, LOCUST LN, MANDEVILLE LN, MONTEREY WAY, NATURES WAY, NOTTINGHAM RD, PARK RD N, PARK RD S, RAINFOREST CT, ROYAL PALM BEACH BLVD, SANDPIPER AVE, SARATOGA BLVD W, SEGOVIA AVE, SEGOVIA CT, SWEET BAY LN, SYCAMORE DR, TWIN LAKES WAY, VALENCIA ST, VENETIAN LN (PRJ#- PW22RR / Fund-302)
- 2 FPL Pathway Dry Detention Ponds (PRJ#- EN1904 / Fund-408)
- 3 Canal System Rehabilitation (PRJ#- SW1901 / SW2301 / Fund-302 / 105)
- 4 Purchase and have installed: (2) Corporate size picnic pavilions 40'x64' (PRJ#- PR2105 / Fund-105)
- 5 Watershed Management Plan - Creation of a WMP to use as a framework for future stormwater/ flood mitigation planning and capital project planning. Creation of the new plan will be partially funded with FDEM grant and will help secure the Village's favorable CRS rating. (PRJ#- SW2304 / Fund-N/A)
- 6 Receive and process requests for Traffic Calming from residents. Explain the Policy put in place by the Village Council, perform the preliminary assessment, and provide the materials and guidance to move forward with the Policy. (PRJ#- EN1802 / Fund-301)

- 7 Ongoing coordination with FPL to convert FPL-owned residential streetlights to LED, thus providing more effective lighting at a lower cost. Field confirming existing lighting, obtaining and analyzing photometric plans, and executing FPL agreements for each phase of conversions. (PRJ#- EN2004 / Fund-303)

# INITIATIVES 2023 – 2024: SHORT-TERM ISSUES AND PROJECTS

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Engineering

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 Park Road North Parking and Pathway-Replace the existing 4.0' walkway on the west side of Park Road North with a 10.0' wide multi use pathway from Sparrow Drive to Cypress Trails Elementary School and add on street parking and type f curb near Crestwood Middle and Cypress Elementary. Upgrade Katz field drainage outfall (PRJ#- EN2201 / Fund-302)
- 2 Earth day Lake Bank Stabilization - The lake bank adjacent to Earth day park has significant erosion damages. The prosed project will retire the bank and add erosion protection. (PRJ#- EN2301 / Fund-105)
- 3 Village Meeting Hall Renovations- Modifications required to convert the existing Village Meeting Hall building into a public rental facility of approximately 2,600 square feet. The interior space over-looking the pond will have new folding glass windows and doors for access to the covered veranda. The proposed modifications will create a rental facility for multiple functions, such as: weddings, social events, meetings, etc. (PRJ#- EN2001 / EN2104 / EN2105 / Fund-301 / 302 / 302 )
- 4 Streamline process for new engineering and ROW permits for mapping and entry into various Survey123 applications. (Engineering inspections and NPDES Inspections.) (PRJ#- GIS-01 / Fund-N/A)
- 5 Map Village easement agreements throughout the Village. This would include historic and new easements and easement abandonments. (PRJ#- GIS-02 / Fund-N/A)

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Finance

---

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- Balanced Budget FY24 without a Tax Increase, without increasing reserves, utilizing American Rescue plan dollars and prioritizing desired services and facility expenditures.
- Capital Planning – Revenue Projections and Plan (5-year) utilizing ARP funds without increasing reserves.
- Implementing new operating and capital budget software

**MANAGEMENT IN PROGRESS 2023 – 2024**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
April 2023

**DEPARTMENT:** Finance

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Implementing new operating and capital budget software

**INITIATIVES 2023 – 2024:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2023**

**DEPARTMENT: Finance**

---

Please list issues or projects that you would like for the village to address this 2023-2024.

- 1 Purchased budgeting software from Open Gov. to automate the budget process for operating and capital. Institute for the 23/24 budget year running parallel with existing method.



# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Human Resources and Risk Management

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- Obsolete Software
- Streamlining work processes in all departments
- Consistency of Management and Policies for all departments when key positions will be slowly replaced in the next 5 years.
- Yet to be determined the cost of benefits with current economic impacts to Healthcare and wages.
- Finding staff without compromising talent and culture.
- Employee/Applicant expectations of what they want vs what we offer
- Finding the compromise of changing our policies to meet the desires of applicants and employees while also maintaining a productive workforce.

**MANAGEMENT IN PROGRESS 2023 – 2024**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2023**

**DEPARTMENT: Human Resources and Risk Management**

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Implementation of HRIS system to upgrade the Payroll/Time (in coordination with IS) Keeping/Training/Performance Management and other systems associated with HR and Risk
- 2 Consistency of policies being applied and thinking outside the box for new innovative solutions to today's dilemmas.
- 3 Working with Finance to memorialize standard operating procedures so there is training for new hires
- 4 Add Christmas Eve as an official holiday the Village is closed for Business.
- 5 Scan remaining older files and dispose of HR paper files for the move into the new building.
- 6 Create Standard Operating Procedures for HR Tasks
- 7 Continue to update and revise the Policies and Procedures to keep up with changing demands and laws/regulations, i.e., social media policy, cybersecurity , etc.

**INITIATIVES 2023 – 2024:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2023**

**DEPARTMENT: Human Resources and Risk Management**

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 With IS, new time and attendance software
- 2 With IS, new online application system
- 3 With IS, new onboarding software
- 4 With IS, HRIS with training, forms, performance management

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Information Systems

---

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- Keeping up with the evolution of cyber security threats. Addressing inherit Cyber security vulnerabilities associated with third-party integration to Village confidential records.
- Application Modernization – Keeping up with New Technology needs
- Development of a tech-savvy workforce. Raising workforce digital literacy, cybersecurity awareness, and skills needed to learn, adapt, take ownership of new technologies, and able to support their customer base.
- Successfully building secured seamless interfaces between different proprietary software systems.
- Need for additional staff or consultant to deploy, configure, and train departments and the general public on new technologies.

# MANAGEMENT IN PROGRESS 2023 – 2024

## PROJECTS AND ISSUES

### Royal Palm Beach, Florida

April 2023

#### DEPARTMENT: Information Systems

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Deployment and configuration of cloud-based OpenGov Budgeting & Planning collaborative budgeting software.
- 2 Coordinating routing and activation of Village, County, and private provider's fiber to New Village Hall.
- 3 Staging of Hyper-V 10G LAN hardware/software/configuration for new Village Hall Datacenter.
- 4 Coordinating move of staff's voice/data systems to new Village Hall
- 5 Evaluation of cloud-based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing software solutions.
- 6 Coordinating LED electronic signage management software training for Village staff.
- 7 Ongoing ProjectDox Community Outreach LIVE weekly webinars
- 8 Deployment and configuration of additional surveillance video at Commons Park
- 9 Ongoing support and enhancements to Building Permits and Planning ProjectDox Workflows and Online Application. Support and ongoing training added to a better customer online experience applying for permitting and zoning application, and staff efficiency processing applications.
- 10 Development of AnalyticsNow customized reports for departments

# INITIATIVES 2023 – 2024: SHORT-TERM ISSUES AND PROJECTS Royal Palm Beach, Florida April 2023

## DEPARTMENT: Information Systems

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 GoLive with hardware and software assets, including host servers, data storage array, switches, routers, and Hyper-V virtualization and server operating system software at main voice/data/application hosting and communications datacenters at DBF and New Village Hall.
- 2 Complete relocation of staff and network operations to new Village Hall.
- 3 Broadcast public meetings from new Village Hall Council Chambers.
- 4 GoLive with Operational and Capital budgets in OpenGov Budgeting & Planning software for Finance
- 5 GoLive with cloud-based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing software solutions for HR
- 6 GoLive with P-P wireless high-speed Ethernet to allow for the wireless sharing of Internet, security surveillance video, files, or other data at Village Parks and public recreational facilities. Proposed wireless Ethernet will comprise of line of sight and non-line of sight bridges, with two distributed core high speed Internet backbone connections at Village Hall and Commons Park. From core backbone points, connections will be distributed via wireless access points and bidirectional antennas to encompass eighteen (18) Village Parks and outdoors recreational facilities.
- 7 GoLive with new LED signage
- 8 Continue ProjectDox Community Outreach LIVE webinars

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Parks & Recreation

---

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- With the increase in participation and seniors, being more active, additional space is needed to enhance programming and activities.
- Hiring and retaining staff (part-time and full-time). We need to find a way to secure and retain Facility Attendants (part time and full time). Specifically, those working late night through the early morning hours for events and set ups. In addition, securing quality staff members that are willing to work for the pay and poor hours has proven to be very challenging.
- Additional storage space in the Parks compound.
- Athletic fields maintenance due to extensive usage.
- Securing and retaining volunteer coaches for athletic programs.
- Re-establishing a youth flag football league with pre-existing and well-established local municipality leagues running within close proximity of ours.
- Install a restroom facility adjacent near skate park, pickelball, & basketball courts and playground. Preservation Park include in current site plan approval
- Replace playscapes & safety surfaces: Pippin & Moonlight Way parks
- Replace playground safety surface (2)- Commons park
- Expand concession area in main building – Bob Marcello B/B complex.
- Construct (2) pickleball courts – Camellia Park
- Construct (2) B/B courts – Camellia Park

- Construct a second B/B court- Bob Marcello Park
- Upgrade Ballfield lights to LED on fields: 1 & 3; Batting cages, B/B courts
- Replace existing Restroom facility adjacent to BB/ court – Bob Marcello Park
- Construct (2) Pickelball courts – Homeplace park
- Develop a (3) hole golf facility – Commons Park



**MANAGEMENT IN PROGRESS 2023 – 2024**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2023**

**DEPARTMENT: Parks & Recreation**

---

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Replacement of drinking fountains / water bottle fillers
- 2 ADA play apparatus for Todd Robiner Park
- 3 Splash Pad Replacement – Veterans Park
- 4 Driving Range lighting replacement – Commons Park
- 5 Ballfield lighting replacement – Ferrin Park
- 6 Securing a cleaning company to clean and set-up overnight at the Cultural Center on Saturdays and other days as needed to ensure our quality of services is being met.
- 7 Maintaining facilities and equipment that have high and usage.
- 8 Establishing, through our Public Information Specialist, a presence on social media, upgrading advertising and marketing strategies and highlighting our amenities on a variety of platforms.

# INITIATIVES 2023 – 2024: SHORT-TERM ISSUES AND PROJECTS Royal Palm Beach, Florida April 2023

## DEPARTMENT: Parks & Recreation

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 Installation of playground fencing – Commons Park
- 2 Install safety netting to separate the Driving Range, chipping area & walkway- Commons Park
- 3 Bike Park/Pumptrack-Rec Center
- 4 Playground perimeter fencing – Veterans Park
- 5 Awnings for outdoor seating (Seeds Café) – Veterans Park
- 6 Install Hurricane rated doors (Seeds Café) – Veterans Park
- 7 Installation of Artificial Turf – Katz Soccer Fields (2)
- 8 Installation of playground Safety Surface – Todd Robiner Park
- 9 Resurface basketball courts – Bob Marcello & Homeplace Parks
- 10 Install shade structure over playscape – Bobbie Jo Lauder park
- 11 Purchase new Recreation program & rental software
- 12 Commons Park: Upgrade lighting parking lots adjacent to Sporting Center & Golf area
- 13 Use 109 Heron Parkway as an exit route as needed during Major Community Events and add walkway

- 14 Create accessible walkways from the Great lawn to the amphitheater stage on both the east & west sides.
- 15 Create a separate walkway at 109 Heron for pedestrian (see Item 13)
- 16 Replace existing Restroom facility – Camellia Park
- 17 Upgrade existing tennis court lights to LEDs
- 18 Address temporary signage policy for community events and businesses located within a park

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Planning and Zoning

---

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- Curb the decline of the Village's current nonresidential development to avoid blight
- Attracting quality development and redevelopment into the Village
- The development of the remaining vacant and underutilized properties within the Village
- Continue to improve effective and efficient customer service
- Maintaining our positive reputation among the development community through the implementation of an effective and efficient development review process/procedure
- Curbing the potential negating impacts of development in the surrounding jurisdictions
- Continue to provide prompt and courteous service; and make these services easily accessible to the residents of the Village
- Promote ease of vehicular access for Village's residents to other regions of Palm Beach County
- Encouraging an efficient and effective transportation network
- Maintain and enhance residential property values
- Encourage and manage appropriate redevelopment of properties along State Road 7.

**MANAGEMENT IN PROGRESS 2023 – 2024**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
April 2023

**DEPARTMENT: Planning and Zoning**

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Maintaining Flow Chart for the Development Review Procedures for each type of application for Applicants.
- 2 Keeping up to date the Development Review Procedures for Applicants with examples of each type of application. This will need to be done for Click2Gov & ProjectDox.
- 3 Continue to maintain orderly and easily navigable development project files both internally and on the internet
- 4 Update Project Maps and various Zoning Maps
- 5 Continue to manage Multiple Development Projects and Building Permits
- 6 Ongoing training of the Planning and Zoning Commission on the Village's Code of Ordinances
- 7 Continue to meet with potential buyers for the remaining parcels within the ALDI Park PID
- 8 Continue to monitor the development occurring in the vicinity of the Village that may have adverse impact on the Village
- 9 Administer the Permitting of Community Residential Homes according to the requirements of Florida State Statute 419.001
- 10 Update and organize the Planning and Zoning Department's Website
- 11 State Road 7 Corridor Vision and Plan
- 12 Curbside Pick-up designated parking spaces

# INITIATIVES 2023 – 2024: SHORT-TERM ISSUES AND PROJECTS Royal Palm Beach, Florida April 2023

## DEPARTMENT: Planning and Zoning

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 Work to bring public recreation amenities to the residents south of Southern
- 2 Update Development Application Manuals for each of the Development Applications for ProjectDox
- 3 The continued training of the Planning and Zoning Commission on the Village's Code of Ordinances
- 4 Work to bring public recreation amenities to the residents in the north portion of the Village by developing the recreation site conveyed to the Village by Lennar
- 5 Working with our customers so that they are aware of ProjectDox and are capable of using it and guide them towards training when they need it
- 6 Continue to meet with potential buyers for the remaining parcels within the ALDI Park PID
- 7 Address the Accessory Structure side setback
- 8 Rectify within the Village Code the landscape setback vs the required landscape buffer width for lot lines in the Multi-family Districts and the MXD Zoning District
- 9 Conduct the Village's Evaluation and Appraisal Review (EAR) of the Comprehensive Plan
- 10 Evaluated Valet Parking
- 11 Evaluate carwash separation requirement and possibly a moratorium until the evaluation and possible action is complete

- 12 Evaluate the use of AstroTurf
- 13 Revise the Art in Public Places Ordinance to allow escrow payments to get a CO, expedited review process to allow for a preliminary acceptance of an art piece, and consider monetary contributions to a Village fund for the Village to spend on art throughout the Village.
- 14 Work to create a setback layer in GIS

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Public Works

---

From your department's perspective, what are the major challenges facing the village over the next 5 years?

- Evaluate the impact that HB 1197 will have on the Village's Stormwater Utility. The bill creates s. 373.027, F.S. that prohibits counties and municipalities from adopting laws, regulations, rules, or policies relating to water quality or quantity, pollution control, pollutant discharge prevention or removal, and wetlands. This bill would preempt any such regulation to the state and is slated to become effective on July 1, 2023.
- Long term funding for Stormwater Utility CIP projects.
- Providing adequate level of service for all services provided under current fiscal constraints.
- Maintenance of sidewalks in accordance with ADA study.
- Participation in the development of a Basin Management Action Plan (BMAP) for the C-51W Basin. Development of a plan will be steered by the Palm Beach County NPDES Group. This is an ongoing future concern.
- Ability to replace fleet vehicles, particularly trucks, with the current shortage that the automotive industry is experiencing including labor, materials and all components. Many of the components to construct the trucks are manufactured overseas and the vehicle companies cannot get the components.
- Ability to obtain materials, parts, and supplies for maintenance of infrastructure.
- Rising cost of materials, parts, and supplies is having a negative impact on the current fiscal year budget and will drive future budgets higher.
- Experiencing significant delays in shipping of materials, supplies, goods, and parts. (i.e. We ordered a replacement bus shelter for one that was destroyed in an accident on January 2022. The shelter was received in February 2023.)



- Lack of qualified candidates to fill job openings.
- Changes in the air conditioning industry affecting the type of refrigerant allowed in a/c systems has hampered our ability to complete a/c unit replacements.

# MANAGEMENT IN PROGRESS 2023 – 2024

## PROJECTS AND ISSUES

### Royal Palm Beach, Florida

April 2023

#### DEPARTMENT: Public Works

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 Continue coordination with GIS staff to identify preventative maintenance program/apps within the ESRI suite that can be integrated and implemented for tracking and scheduling of maintenance and repair of the Village infrastructure maintained by DPW. We are currently using the following apps: Collector, Survey 123 and Explorer. The goal, which is on-going, is to track, map and/or log, and schedule all Public Works work including tracking labor costs.
- 2 Backflow Preventer Replacement, PW23BF; Ongoing project.
- 3 Aquatic Vegetation Maintenance; DPW is closely coordinating this work to ensure that the Contractor meets or exceeds all contract requirements, the Contract administration is ongoing.
- 4 Coordinating with the Debris Removal Contractor to update bonds & insurance prior to the start of hurricane season.
- 5 Coordinating with the Pressure Cleaning Contractor to update bonds & insurance and will issue NTP for FY2023.
- 6 Storm Drain Outfall Replacement, PW22SD; DPW is drafting bid package for the replacement all deteriorated outfall pipes in the system. This project is funded in the ARPA 105 fund.
- 7 Street Sign R&R, PW23SS; DPW quoted for the purchase of all signs in Zone 1. The signs have been delivered and DPW is currently installing the signs.

- 8 WTP Site Modification, PW1902; DPW is coordinating with the design consultant and Engineering on the design and preparation of project documents for the demolition of the WTP. Additionally, we are coordinating with the contractor for the abandonment of the twelve (12) wells in the RPB Wellfield.
- 9 Drainage System Improvements, PW1903; DPW is coordinating with our civil engineering consultant and Engineering on the preparation of plans and specifications for the drainage improvements.
- 10 Sidewalk Trip Hazards; DPW is continuing the ongoing work of eliminating sidewalk trip hazards.
- 11 Harvester Services; DPW is currently working on putting a contract in place for harvester services if needed.
- 12 Bridge Slope Stabilization, PW1806; DPW is completing bid package for Ponce de Leon Rd., Madrid St. and the 2 bridges on La Mancha Ave. This is a multi-year project with twelve bridges to be completed.
- 13 Street Light Fixture Replacement, PW2102; This is a multi-year project. DPW has purchased all of the material for the completion of the project. DPW is currently installing the fixtures in the Crestwood subdivision.
- 14 Guard Rail Replacement, PW2104; DPW issued a P.O. and coordinated for the replacement of the guard rail on Ponce de Leon St. bridge and the Madrid St. bridge. This is a multi-year project and 3<sup>rd</sup> year is complete. The final bridge scheduled for this project is the guardrail on the Grandview Way bridge, which will be completed in FY24.
- 15 Street Light Replacement - La Mancha, PW2105; This is a multi-year project. DPW is quoting the remaining material needed for the completion of this project. The project is for the replacement of 50 contemporary street lights with concrete poles and LED fixtures. We currently have the material for 30 of the street lights. DPW is currently installing the poles and fixtures. We have completed the installation of 8 of the 50 street lights.
- 16 School Zone Flashing Beacons, PW2107; DPW issued a P.O. for the installation of the RRFB's on Crestwood Blvd. at H.L. Johnson Elementary School. The contractor has completed this installation. We also issued a P.O. for the installation of the RRFB's on Crestwood Blvd at the intersections with Park Rd. N and Sparrow Dr. This work is permitted with PBC and our contractor is in the process of supplying the County with the required MOT so they can begin the work.
- 17 Sporting Center: Lighting Replacement (Main Floor); DPW is replacing the interior lighting on the 2<sup>nd</sup> Floor at the Sporting Center with LED using in-house labor. We have completed the replacement of all but two (2) of the interior lights.

- 18 La Mancha Underdrain, PW2204; DPW is coordinating with our consultant and Engineering on the design of the underdrain improvements. The intent is to include the underdrain work with the resurfacing project.
- 19 Okeechobee Blvd. Main Entrance Sign Improvements, PW2402; This project is funded in the FY24 CIP.
- 20 FOC Roof Replacement, PW2201; DPW is coordinating with the architect and contractor on the completion of this project.
- 21 FOC Window Replacement, PW2206; DPW coordinated with the contractor on the installation of the impact windows. This project is complete.
- 22 DPW is currently preparing the NPDES annual report for submission to FDEP.
- 23 Canal Bank Maintenance, PW2205; DPW is drafting a bid package for this project. The project is currently funded in the ARPA 105 fund.
- 24 Bus Shelters, PW22BS; DPW is scheduling the installation of the bus shelter that replaces one destroyed in an accident in January 2022.
- 25 Street Restriping, PW23SR; DPW is evaluating the striping needs for this fiscal year.
- 26 Bus Shelter Enhancement, PW2202; DPW is scheduling the installation of the small bus shelters.
- 27 Fountain Replacement, PW2208; DPW is evaluating fountain replacement needs for the current fiscal year.
- 28 DPW has issued a P.O. for the installation of street lights at the Crossroads intersection on RPB Blvd. We are currently coordinating with the contractor on this work.
- 29 DPW issued P.O.'s for new drainage installation to alleviate standing water at two (2) locations; 114 Lexington Dr. & 141 Eider Ct. This work is complete.
- 30 DPW coordinated with Engineering and surveyor on staff gauges to be installed throughout the Village.
- 31 DPW issued a P.O. for the purchase of a street sweeper and we are currently awaiting delivery.

# INITIATIVES 2023 – 2024: SHORT-TERM ISSUES AND PROJECTS

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Public Works

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 Coordinate with GIS on the review of No Wake Zones in the Village.
- 2 Prepare a budget for FY24 CIP for a new roof on the Katz Field building. The design and construction will be for a standing seam metal roof.
- 3 Move Harvester Equipment, PW2601, into the Stormwater Fund 408 for the FY24 CIP budget.
- 4 Make Spray Technician position a split with Stormwater for the FY24 budget.
- 5 Prepare a budget for the replacement of the Lamstein Lane street lights. Budget would be included in the 5-year plan. The lights on Lamstein were replaced with LED fixtures in FY12 and will need to be replaced in the next 5-7 years.
- 6 Evaluate the need for sign lighting for the Cultural Center wayfinding signs. Prepare project budget for FY24 if needed.
- 7 Prepare a budget for FY24 for the remodel of the PBSO lobby bathrooms.
- 8 Prepare a budget for FY24 for the resurfacing of the PBSO parking lot.
- 9 Update Public Works Organization Chart for inclusion with the FY24 budget.
- 10 Add an Electrical Helper position in facilities for FY24. The program for becoming a journeyman electrician is a 4-year program. The Electrical Helper position is needed for succession planning in the Facilities/Electrical group.
- 11 Add roof drains at FOC to direct stormwater from the front downspouts to the ditch along Sparrow Drive.

- 12 Coordinate with Engineering on the resurfacing of the intersection of Wildcat Way & Bobwhite Road. This intersection is included in the current resurfacing project and the area may need full depth reclamation and drainage improvements.
- 13 Prepare a budget for FY24 for the replacement of the large tractor.
- 14 Coordinate with Engineering and Parks & Recreation to include the replacement of Fire & Security systems in the Recreation Center expansion project.
- 15 Prepare a budget for the purchase of two (2) fertilizer spreaders for the FY24 budget.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Palm Beach County Sheriff's Office District 9

From your department's perspective, what are the major challenges facing the Village over the next 5 years?

- Preventing crimes while maintaining the high level of service the residents of Royal Palm Beach are accustomed to continues to be a challenge for law enforcement. Despite new residential developments, new businesses and assisted living facilities, P.B.S.O. has been successful in this endeavor. What remains unknown is what additional staff may be required as a result of the Tuttle Development Project.
- Reduce residential burglaries with intense residential road patrol presence, directed patrols, and the utilization of undercover surveillance equipment and vehicles.
- Increased Financial and Internet Crimes are still one of the biggest challenges law enforcement has to face both locally and nationally.
- Surveillance & technology equipment updates are regularly needed in order to stay one step ahead of criminals.
- Non-compliance to education given on safe guarding against criminals (i.e. unlocked vehicle doors and personal belongings being left in vehicles.).
- Extensive investigations and hours of man power are still being expended on vehicle thefts, vehicle burglaries, and other property crime.
- Reducing the amount of vehicle thefts due to keys being left in vehicles or from newly devised equipment criminals are utilizing when gaining access to unlocked vehicles.
- Street car racing and motorcycle racing have increased countywide; however, P.B.S.O. Districts continue working together to combat this nuisance.

**MANAGEMENT IN PROGRESS 2023 – 2024**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
April 2023

**DEPARTMENT: Palm Beach County Sheriff's Office District 9**

Please list departmental projects or issues in progress (meaning there is work currently being done on them).

- 1 The issuance of Body Cameras for all deputies assigned to District 9.
- 2 Utilizing the unmarked fleet vehicles for surveillance vehicles.
- 3 Reduce the amount of traffic crashes within the Village by conducting extra traffic enforcement and traffic initiatives aimed at educating the public.
- 4 Continue to find ways to partner with Village for betterment of the community.
- 5 Crime Reduction through expanded use of Directed Patrol Plans and Community Education.
- 6 Continued access and processing of Fingerprinting services at the District 9 Substation.
- 7 Continued success of the ARU Specialist as the first-contact at the District 9 Lobby.
- 8 Continue educational and technical training for staff by utilizing Village's training fund.
- 9 Continued analysis of Sector Patrol boundaries to ensure they are equally distributed for calls for service.
- 10 Evaluating the business and residential growth in and around the Village of Royal Palm Beach including new construction projects.
- 11 Continued participation in the Technical Staff Review (TSR) process incorporating CPTED principals.



- 12 Maintaining the exemplary level of law enforcement services in and around the Village of Royal Palm Beach as it continues to grow in size and population through new businesses, homes and charter schools.

**INITIATIVES 2023 – 2024:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2023**

**DEPARTMENT: Palm Beach County Sheriff's Office District 9**

Please list issues or projects that you would like for the village to address this 2023 – 2024.

- 1 The analysis of criminal intelligence allows law enforcement to stay one step ahead of criminals. Adequate staffing and proactive measures are necessary when dealing with burglaries of all types. New high-tech surveillance equipment is being sought through various grants.
- 2 Traffic issues are always a concern. Continuing efforts to educate citizens through unconventional ways such as reverse 911 calls, variable messaging board signs, speed trailers and messages in local publications are useful tools.
- 3 Continue to educate the public about the risks involved with leaving valuables in unlocked vehicles as well as removing key fobs or spare car keys.
- 4 Continue to evaluate and expand the job functions and requirements of the ARU Specialist to better serve the needs of the Village of Royal Palm Beach.
- 5 Reduce the amount of stolen vehicles by deploying a bait vehicle.
- 6 Continue participation in the Unified Local Food Drive.
- 7 Reduce traffic crashes with special attention to major intersections.
- 8 Continue to make available and encourage Neighborhood Watch/Crime Prevention Programs.
- 9 Continued evaluation of Patrol staffing levels.

10 Continue working with Village Staff regarding:

- Open Container violations
- Fire Lane Parking violations
- Issues resulting from homelessness
- Improvements to the District 9 Building

# **SECTION 4**

**PLAN 2023 – 2028**

# **Village of Royal Palm Beach Goals 2028**

**Financially Sound Government**

**Responsive Village Services**

**RPB – A Unique Community**

**Parks and Leisure Choices for All**

# Village of Royal Palm Beach Goals 2028 Worksheet

	IMPORTANCE	
	Personal	Team
1. Financially Sound Government	5	<b>1</b>
2. Responsive Village Services	10	<b>2</b>
3. RPB – A Unique Community	15	<b>3</b>
4. Parks and Leisure Choices for All	17	<b>4</b>
5.		
6.		
7.		
8.		
9.		
10.		

# GOAL 1 FINANCIALLY SOUND GOVERNMENT

»» Objectives	PRIORITY
<b>Objective 1</b> Have no Village ad valorem tax rate increase	
<b>Objective 2</b> Maintain and update a financially sustainable model for expenditures/revenues to make fiscal responsible decisions	
<b>Objective 3</b> Provide Village services in the most cost-effective, efficient manner responsive to the community	
<b>Objective 4</b> Maintain and invest reserves consistent with Village financial policies with maximum security	
<b>Objective 5</b> Attract, hire, retain and train a quality workforce dedicated to serving the Royal Palm Beach community	
<b>Objective 6</b> Provide sufficient resources to support defined services and service levels	
<b>Objective 7</b>	
<b>Objective 8</b>	
<b>Objective 9</b>	
<b>Objective 10</b>	

## GOAL 1 FINANCIALLY SOUND GOVERNMENT

<b>» Means to Residents</b>	<b>PRIORITY</b>
1. Responsible financial stewardship of the Village resources	
2. Confidence that Village services are delivered in an efficient manner	
3. Value for tax dollars and fees	
4. Village using the resources from the sale of the utilities in a responsible manner	
5. Affordable taxes and a greater place to live	
6.	
7.	
8.	
9.	
10.	



## GOAL 1 FINANCIALLY SOUND GOVERNMENT

<b>» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. <b>Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials</b>	5
<b>S</b>	2. <b>Cyber security and the protection of Village information</b>	4
<b>S</b>	3. <b>Loss of funding and finding replacement for American Rescue Plan Act dollars and 1 cent sales tax</b>	4
<b>S</b>	4. <b>Maintaining fiscal responsibility</b>	4
<b>S</b>	5. <b>State of Florida legislation impacting Village revenues and services, impact fees, sovereign immunity, home rule, etc.</b>	4
<b>S</b>	6. <b>Significant number of retirements coming up over the next year and five years</b>	4
<b>S</b>	7. <b>Maintaining the focus on the Village's core mission and service responsibilities</b>	3
<b>L</b>	8. <b>Major inflationary trend with increasing Village operating costs</b>	2
<b>L</b>	9. <b>Finding quality and qualified candidate for Village employment</b>	2
<b>L</b>	10. <b>Reduced investment revenues and losses</b>	2

## GOAL 1 FINANCIALLY SOUND GOVERNMENT

<b>» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>L</b>	11. Defining and prioritizing the Village services and service levels that are responsive to the community	1
<b>L</b>	12. Continuing to expand residents’ understanding of Village’s plans, projects, services, finances, programs and activities	1
<b>L</b>	13. Extremely competitive labor market	1
<b>L</b>	14. Clerical employees becoming a skilled, technologically savvy workforce	1
<b>L</b>	15. Village workload and limited capacity for additional work or tasks; use of consultants or contractors, increasing development projects	1
	16. Increasing employee expectations of remote working and flexible scheduling	0
	17. Time and resources for training Village staff and Village customers to use new systems and improved processes	0
	18. Finding community volunteers	0
	19. Uncertain national and local economy including increasing interest rates and inflation	0
	20.	

## GOAL 1 FINANCIALLY SOUND GOVERNMENT

»» Actions 2023 – 2024			PRIORITY
<b>P</b>	1. Balanced Budget FY '23 Without Tax Increase	2022 M/VC Mgmt	
<b>P</b>	2. Village Capital Planning – Revenue Projections and Plan (5-Year)	2022	
<b>P</b>	3. Village Competitive Compensation and Preferred Employer: COLA and Benefits: Direction and Funding	2022 Mgmt	
<b>M</b>	4. Farber Building Renovations: Direction and Funding	Mgmt	MGMT
	5. Working Remotely Policy: Report with Options and Direction	Mgmt	0
	6. Commons Park Fee Schedule for Non-Profit Organizations: Review and Refinement	M/VC	0
	7.		
	8.		

## GOAL 1 FINANCIALLY SOUND GOVERNMENT

<b>» Management in Progress 2023 – 2024</b>		<b>PRIORITY</b>
1. Federal American Rescue Dollars: Reporting	2022	
2. OpenGov Budget Software Transition: Completion	2022	
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

**GOAL 1 FINANCIALLY SOUND GOVERNMENT**

» On the Horizon 2024 – 2028	PRIORITY
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

## GOAL 2 RESPONSIVE VILLAGE SERVICES

»» Objectives	PRIORITY
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 1</b></div> Listen to and understanding the service needs of residents and families in context of Village service responsibilities and capacity	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 2</b></div> Enhance residents’ positive engagement with Village government	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 3</b></div> Maintaining top-quality and qualified Village workforce with appropriate and competitive compensation	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 4</b></div> Maintain and upgrade Village facilities, buildings and equipment at a high level	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 5</b></div> Invest in the maintenance and upgrade of Village infrastructure	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 6</b></div> Invest in technology to enhance service delivery ad to reduce the cost of service delivery	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 7</b></div>	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 8</b></div>	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 9</b></div>	
<div style="border: 1px solid black; display: inline-block; padding: 2px 5px; margin-bottom: 5px;"><b>Objective 10</b></div>	

**GOAL 2 RESPONSIVE VILLAGE SERVICES**

»» Means to Residents	PRIORITY
1. Services delivered with you in mind	
2. Sense of pride in Village services and facilities	
3. Value for tax dollars and fees	
4. Timely response for calls for service	
5. Attractive, functional Village facilities and infrastructure	
6.	
7.	
8.	
9.	
10.	

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. <b>Maintaining a safe environment in public areas which provides professional interaction – Village buildings, facilities and parks</b>	5
<b>S</b>	2. <b>Maintaining a highly skilled, customer-oriented workforce dedicated to serving the Royal Palm Beach community</b>	5
<b>S</b>	3. <b>Growing village population and increasing demands for Village services</b>	5
<b>S</b>	4. <b>Upcoming retirement and need for succession planning and talent development</b>	4
<b>S</b>	5. <b>Labor pool shortages and potential need for outsourcing</b>	3
<b>S</b>	6. <b>Continuing and enhancing the effective methods for communicating with the community</b>	3
<b>S</b>	7. <b>Measuring the effectiveness of Village services</b>	3
<b>L</b>	8. <b>Increasing State of Florida mandates and regulations impacting Village finances and service delivery</b>	2
<b>L</b>	9. <b>Difficulty in hiring part-time Village staff and Village staff for weekends and off-hours</b>	2
<b>L</b>	10. <b>Increasing frequency and severity of cyber-attacks and security breaches</b>	2



## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>L</b>	11. Continuing to enhance the customer’s experience	1
<b>L</b>	12. Excessive use and maintaining Village parks and facilities	1
<b>L</b>	13. Involving the community to obtain input and feedback for policy development, planning and decision making	1
<b>L</b>	14. Losing sight and focus on the Village’s mission and core service responsibilities	1
<b>L</b>	15. Developing a tech-savvy Village workforce	1
	16. Expanding community feedback through social media	0
	17. Federal and State government funding regulations and guidelines	0
	18. Understanding residents’ expectations with Village government missions and responsibilities	0
	19. Difficulty in hiring Village employees	0
	20. Lack of enforceable cyber-security policies resulting in threats to Village’s cyber security	0

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Challenges and Opportunities</b>	<b>PRIORITY</b>
21. Finding and delivery of equipment – significant supply chain issues	0
22. Significant increase in public information requests	0
23. Finding low-skill level employees and training up opportunities	0
24. Difficulty in finding community volunteers	0
25. Finding Village staff without compromising talent or culture	0
26.	
27.	
28.	
29.	
30.	

## GOAL 2 RESPONSIVE VILLAGE SERVICES

»» Actions 2023 – 2024			PRIORITY
<b>P</b>	1. Recreation Center Remodel/Expansion: Final Design and Additional Funding	2022 M/VC Mgmt	5
<b>P</b>	2. Management and Employee Succession	M/VC	5
<b>P</b>	3. Talent Development Programs, including Internship Programs	M/VC	4
<b>P</b>	4. Cameras in Parks: Discussion, Direction and Funding	2022 Mgmt	3
<b>M</b>	5. Municipal Code Revisions: Completion a. Engineering Violations b. Swales Parking c. Street Parking	2022 Mgmt	MGMT
<b>M</b>	6. Information Technology Upgrades: Direction and Funding	M/VC Mgmt	MGMT
<b>M</b>	7. GoLive with Cloud-Based Applicant for Human Resources: Direction and Funding	Mgmt	MGMT
	8. Village Marketing Program Expansion	M/VC	2

## GOAL 2 RESPONSIVE VILLAGE SERVICES

»» Actions 2023 – 2024		PRIORITY
9. Village Hall Art: Direction and Village Action	2022 Mgmt	1
10. Okeechobee Boulevard Main Entrance Sign Improvements (PW2402): Funding for Design, Construction and Landscape	Mgmt	0
11.		
12.		
13.		
14.		
15.		
16.		

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Management in Progress 2023 – 2024</b>			<b>PRIORITY</b>
1. Transition to New Village Hall: Preparation for Move and Completion of Relocation	2022		
2. Bus Stop: Implementation (2)	2022		
3. Body Worn Cameras: Implementation	2022		
4. Community Summit 2023: Direction	2022		
5. VECTOR Information (1200): Redesign	MIP		
6. Laserfiche Connect	MIP		
7. State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions	MIP		
8. Cultural Center Indoor Art: Completion	MIP		
9. Records Retention/Management	MIP		
10. Superior <ul style="list-style-type: none"> <li>a. Code Enforcement Courtesy Notification</li> <li>b. Building Permits</li> </ul>	MIP		

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Management in Progress 2023 – 2024</b>		<b>PRIORITY</b>
11. Onboarding Neo Gov	MIP	
12. Purchasing DocShuttle	MIP	
13. ProjectDox Community Outreach: Development	MIP	
14. Automate Print/Issuing of Purchase Order (PO)	MIP	
15. Project Maps and Various Zoning Maps: Update	MIP	
16. Planning and Zoning Department Website: Update	MIP	
17. Public Information Requests	MIP	
18. Information Updates <ul style="list-style-type: none"> <li>a. Village Electronic Signs</li> <li>b. Channel 18</li> <li>c. Website</li> </ul>	MIP	
19. Village Clerk Forms and Applications: Update	MIP	
20. New Resident/Business Packet: Update	Clerk	6/23

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Management in Progress 2023 – 2024</b>			<b>PRIORITY</b>
21. Business Tax Receipts Solution	MIP		
22. Permit Timeline Mandates: Monitoring and Compliance	MIP		
23. Community Rating System Cycle Visit	MIP		
24. “Real Time” Mapping of Current Open Permits	MIP		
25. Budgeting Software – OpenGov: Funding	MIP		
26. HRIS System: Implementation	MIP		
27. VH Technical/Physical Voices-Data Planning Tasks	MIP		
28. Wide-Area Point-Point Network: Implementation	MIP		
29. LED Sign Upgrades: Implementation	MIP		
30. Community Outreach and Digital Literary Program: Implementation	MIP		

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Management in Progress 2023 – 2024</b>		Time
31. Information Technology Modernization Project a. Bid b. Completion	MIP	
32. Development Application Manual Update	MIP	
33. Electric/Alternative Village Vehicles Preparation: Implementation	MIP	
34. Municipal Elections Ordinance: Adoption	Mgmt	7/23
35. Village Website Enhancements: Completion	M/VC Mgmt	
36. RV Lot Agreement: Update	Clerk	6/23
37. Village Landing Page on Discover the Palm Beaches Website: Content Development	Clerk	
38. Digital Material Cache of Village Programs: Development	Clerk	
39. PIO Certification and Drone License: Completion	Clerk	5/23
40. March 19, 2024 Presidential Primary Election (June/July): Code Update	Clerk	7/23



## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Management in Progress 2023 – 2024</b>			Time
41. PIO Standard Operating Procedure/Communication Plan: Development	Clerk	8/23	
42. Policy & Procedure for all Public Records Request: Update	Clerk	9/23	
43. Village Website: Enhancements	Clerk	Ongoing	
44. Royal Palm Beach Passport Type Material: Development	Clerk	2/24	
45. Park's Web Maps: Redesign	Clerk	2/24	
46. Resident Consumer Guidelines for Hiring a Licensed Contractor: Re-Creation	CD		
47. CE Admin 1 Task Review: Completion	CD		
48. Workforce Tracking for Public Works using ESRI GIS	Engr		
49. Watershed Management Plan: Creation	Engr		
50. Map Village Easement Agreements throughout the Village Mapping: Completion	Engr		

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Management in Progress 2023 – 2024</b>			Time
51. New Engineering and ROW Permits for Mapping and Entry: Streamlining	Engr		
52. Budgeting Software from Open Gov: Purchase	Fin		
53. HRIS Payroll/Time Upgrade: Implementation	HR		
54. Standard Operating Procedures for HR Tasks: Creation	HR		
55. HR Policies and Procedures: Update and Revision	HR		
56. Online Application System: Completion	HR		
57. Onboarding Software: Implementation	HR		
58. HRIS with Training, Forms, Performance Management: Implementation	HR		
59. AnalyticsNow Customized Reports for Departments: Completion	IS		
60. Development Review Procedures Flow Chart	P&Z		

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Management in Progress 2023 – 2024</b>		Time
61. Project Maps and Various Zoning Maps: Update	P&Z	
62. NPDES Annual Report	PW	
63. Public Works Organization Chart	PW	
64. Large Tractor Replacement	PW	
65. Two (2) Fertilizer Spreaders	PW	
66.		
67.		
68.		
69.		
70.		

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Major Projects 2023 – 2024</b>		<b>PRIORITY</b>
1. New Village Hall Project: Construction and Opening a. Phase 1 b. Phase 2	MP	
2. Additional Video Surveillance Cameras in RPB Commons Parks	MP	
3. Bridge Slope Stabilization (PW 1709/PW1806) Round 2 a. Award b. Construction	MP	
4. Canal Dredging Project: Construction	MP	
5. Water Treatment Plant (PW1802/PW1902): Design	MP	
6. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL	MP	
7. Drainage System Improvements (PW 1903): Construction	MP	
8. Camellia Ditch Restoration: Tree Removal and Dredging (Phase 1)	MP	
9. Annual Backflow Preventer Replacement (PW22BF)	MP	
10. Storm Drain Outfall Replacement (ARPA – PW22SD)	MP	

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Major Projects 2023 – 2024</b>		<b>PRIORITY</b>
11. Van (PW22TR)	MP	
12. Sidewalk Trip Hazards Elimination	MP	
13. Harvester Services	MP	
14. Street Light Fixture Replacement (PW 2102)	MP	
15. LaMancha Underdrain (PW2204) [ARPA Funded]	MP	
16. Canal Back Maintenance (PW2205) [ARPA Funded]	MP	
17. Camellia Park Drainage Improvements (PR1822) [ARPA Funded]	MP	
18. Aquatic Vegetation Maintenance	PW	
19. WTP Site Modification (PW1902)	PW	
20. School Zone Flashing Beacons	PW	

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Major Projects 2023 – 2024</b>		<b>PRIORITY</b>
21. La Mancha Underdrain (PW2204)	PW	
22. Okeechobee Boulevard. Main Entrance Sign Improvements (PW2402)	PW	
23. FOC Roof Replacement (PW2201)	PW	
24. FOC Window Replacement	PW	
25. Bus Shelters (PW22BS)	PW	
26. Lamstein Lane Street Lights	PW	
27.		
28.		
29.		
30.		

**GOAL 2 RESPONSIVE VILLAGE SERVICES**

» On the Horizon 2024 – 2028		PRIORITY
1. Transportation Fee: Concept Development and Village Participation [Linking to 1 Cent Sales Tax for 561 Plan]	2022	
2. Park Bathrooms Upgrade: Review, Direction and Funding		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

## GOAL 3 RPB – A UNIQUE COMMUNITY

»» Objectives	PRIORITY
<b>Objective 1</b> Redevelop the State Road 7 Corridor consistent with the Village vision	
<b>Objective 2</b> Have a successful Tuttle Royale development as a mixed-use activity destination	
<b>Objective 3</b> Maintain a beautiful community	
<b>Objective 4</b> Maintain a safe community	
<b>Objective 5</b> Improve mobility for Village residents within Royal Palm Beach and to the region	
<b>Objective 6</b> Expand arts and culture facilities and opportunities	
<b>Objective 7</b>	
<b>Objective 8</b>	
<b>Objective 9</b>	
<b>Objective 10</b>	



## GOAL 3 RPB – A UNIQUE COMMUNITY

<b>» Means to Residents</b>	<b>PRIORITY</b>
1. Protection of home and property values	
2. More personal and family time	
3. Predictable, acceptable travel times	
4. Saving time since there is no need to leave the Village	
5. Variety of job opportunities for residents	
6. Greater pride in Royal Palm Beach community	
7. Predictable development and redevelopment guide by the Village's plans	
8.	
9.	
10.	

## GOAL 3 RPB – A UNIQUE COMMUNITY

<b>» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. Development in West County and the impacts on Royal Palm Beach: Minto West, Highland Dunes, GL Homes, Vavrus Ranch	5
<b>S</b>	2. Following through on common visions for State Road 7 corridor, mobility	5
<b>S</b>	3. Maintaining the character of Royal Palm Beach – the reasons that residents make the choice to live here	4
<b>S</b>	4. Lack of a common regional vision for transportation, transit and mobility	4
<b>S</b>	5. Developing underutilized properties	4
<b>S</b>	6. Residents taking responsibility to lock vehicles and to remove valuable items	3
<b>L</b>	7. Traffic congestion and limiting road capacity	2
<b>L</b>	8. High cost of housing the impacts on community demographics	2
<b>L</b>	9. Business attraction and investment in Royal Palm Beach	2
<b>L</b>	10. Increasing problems associated with homeless population and with few tools for Village government	2

## GOAL 3 RPB – A UNIQUE COMMUNITY

<b>» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>L</b>	11. Increasing in criminal activities	2
<b>L</b>	12. Aging commercial centers needing rejuvenation or upgrade	1
<b>L</b>	13. Developing micro-mobility options	1
<b>L</b>	14. Increasing traffic demands	1
<b>L</b>	15. Inflation and uncertain economy	1
<b>L</b>	16. Developing a family-friendly entertainment destination at Tuttle Royale as part of a mixed-use development	1
	17. Working with Palm Beach County Schools (administration and principals): schools’ boundaries, school capacity, charter schools	0
	18.	
	19.	
	20.	

## GOAL 3 RPB – A UNIQUE COMMUNITY

»» Actions 2023 – 2024			PRIORITY
<b>P</b>	1. State Road 7 Corridor Vision and Plan: Land Use and Zoning Framework Development and Adoption	2022 M/VC	4
<b>P</b>	2. State Road 7/Coconut Boulevard: Advocacy	2022 Mgmt	4
<b>P</b>	3. Tuttle Royale Development	2022 M/VC	3
<b>P</b>	4. TPA 561 Study: Report Review and Direction	2022 M/VC	3
<b>P</b>	5. Okeechobee/State Road 7 Development	M/VC	3
<b>P</b>	6. Micro-Mobility Study: Goals, Best Practices, Report and Direction (e.g., electric bikes, golf carts, scooters, etc.)	M/VC	3
<b>P</b>	7. Bus Routes: Review and Refinement	M/VC	3
<b>M</b>	8. Landscape Code Refinement: Buffers a. Multi-Family Districts b. MXD Zoning District	Mgmt	MGMT

## GOAL 3 RPB – A UNIQUE COMMUNITY

»» Actions 2023 – 2024			PRIORITY
M	9. Enclaves Annexation: County Agreement and Direction	OTH Mgmt	MGMT
M	10. ADA Access: Update Report and Implementation	M/VC	MGMT
M	11. Evaluation and Appraisal Report (EAR): Completion	Mgmt	MGMT
	12. Old Commercial Areas Revitalization: Goals/Outcomes. Village Role, Best Practices, Report with Option, Direction and Village Actions	2022 M/VC	2
	13. Affordable Housing: Definition, Report with Options and Directions	M/VC	2
	14. Cypress Key Traffic Signal: Direction and Funding	M/VC	2
	15. B-B Gun Ordinance: Direction	M/VC	2
	16. Outdoor Dining Policy/Regulations: Requests and Direction (near residential neighborhoods)	2022 Mgmt	1

## GOAL 3 RPB – A UNIQUE COMMUNITY

»» Actions 2023 – 2024			PRIORITY
17. Variances	M/VC	1	
18. Homeless Strategy/Action Plan: Report with Problem Analysis, Optional and Recommendations and Direction	M/VC	1	
19. Bike Lane Safety Enhancement: Options, Direction and Funding	M/VC	1	
20. Overpass over Okeechobee: Research, Options, Direction and Funding	M/VC	1	
21. Single-Use Plastics Ban: Research, Report with Options and Direction	M/VC	1	
22. Crestwood Boulevard and Recreation Connector Project Development: Funding	MP Mgmt	1	
23. Undeveloped Land: Inventory and Direction	M/VC	0	
24. Mobility on Demand (MOD): Research, Options and Direction	M/VC	0	

## GOAL 3 RPB – A UNIQUE COMMUNITY

<b>» Actions 2023 – 2024</b>			<b>PRIORITY</b>
25. Okeechobee Blvd. Entry Sign and Landscape Improvements: Funding	MIP Mgmt	0	
26. Free Clinics: Concept, Village Role, Direction and Ground Rules	M/VC	0	
27. Open Container Ordinance: Direction and Adoption	Mgmt	0	
28. Residential Lighting Ordinance: Direction and Adoption	Mgmt	0	
29. Landscape Ordinance Revision: Direction and Adoption (species, artificial turf, etc.)	Mgmt	0	
30. Curbside Pick-Up Parking Spaces: Review, Direction and Adoption	Mgmt	0	
31. Accessory Structures Side Setback Policy: Direction and Adoption	Mgmt	0	
32. Car Wash Separation Requirements/Moratorium: Direction	Mgmt	0	

**GOAL 3 RPB – A UNIQUE COMMUNITY**

»» Actions 2023 – 2024		PRIORITY
33. Public Arts Program Expansion: Direction and Actions	2022 M/VC	0
34.		
35.		
36.		
37.		
38.		
39.		
40.		



## GOAL 3 RPB – A UNIQUE COMMUNITY

<b>»» Management in Progress 2023 – 2024</b>		<b>PRIORITY</b>
1. Community Education: “Lock Your Vehicle”	MIP	
2. Sector Patrol Boundaries Analysis	MIP	
3. Crime Reduction through Directed Patrol Plans	MIP	
4. Neighborhood Watch/Crime Reduction Program: Expansion	MIP	
5. Flood – Community Rating System Cycle Visit	MIP	
6. ALDI Park PID Remaining Parcels	MIP	
7. Permitting of Community Residential Homes Administration	MIP	
8. Hybrid Carp for Vegetation Control: Research and Funding	MIP	
9. Fire Lane and No Parking Area Guidelines: Review	CD	
10. Solicitation Regulations – Definition of ROW: Review	CD	

## GOAL 3 RPB – A UNIQUE COMMUNITY

<b>» Management in Progress 2023 – 2024</b>		<b>PRIORITY</b>
11. Accessory Structure Side Setback	P&Z	
12. Valet Parking Evaluation	P&Z	
13. Neighborhood Watch/Crime Prevention Programs	PBSO	
14.		
15.		
16.		
17.		
18.		
19.		
20.		

## GOAL 3 RPB – A UNIQUE COMMUNITY

<b>» Major Projects 2023 – 2024</b>			<b>PRIORITY</b>
1. Annual Vegetation Maintenance	MP		
2. Annual Sidewalk Trip Hazards Repair	MP		
3. Road Re-Surfacing (PW21RR): Design	MP		
4. Street Light Replacement – LaMancha (PW2105)	MP		
5. Lake Bank Stabilization Project (EN 2301)	MP		
6. FPL Pathway Dry Detention Ponds (EN1904)	MP		
7. Canal System Rehabilitation (SW1901)	MP		

Continued on next page

## GOAL 3 RPB – A UNIQUE COMMUNITY

<p>8. Road Resurfacing Design (PW19RR) (PW22RR): Award Completion</p> <ul style="list-style-type: none"> <li>a. Barcelona Drive</li> <li>b. Bilbao Street</li> <li>c. Bob White Road</li> <li>d. Chestnut Circle</li> <li>e. Coco Plum Court</li> <li>f. Copperwood Circle</li> <li>g. Easton Court</li> <li>h. Emerald Court</li> <li>i. Goldfinch Lane</li> <li>j. Habitat Court</li> <li>k. Kent Court</li> <li>l. Las Palmas Street</li> <li>m. Habitat Court</li> <li>n. Kent Court</li> <li>o. Las Palmas Street</li> <li>p. Laurel Way</li> <li>q. Locust Lane</li> <li>r. Mandeville Lane</li> <li>s. Monterey Way</li> <li>t. Morgate Drive</li> <li>u. Natures' Way</li> <li>v. Nottingham Road</li> <li>w. Park Road North</li> <li>x. Park Road South</li> <li>y. Rainforest Court</li> <li>z. Royal Palm Boulevard</li> <li>aa. Sandpiper Avenue</li> <li>bb. Saratoga Boulevard</li> <li>cc. Segovia Avenue</li> <li>dd. Sparrow Drive</li> <li>ee. Sycamore Drive</li> <li>ff. Twin Lakes Way</li> <li>gg. Valencia Street</li> <li>hh. Venetian Lane</li> <li>ii. Wildcat Way</li> </ul>		
<p>9. Bilbao Street. to Okeechobee Boulevard Pathway Replacement</p>	<p>Engr</p>	

## GOAL 3 RPB – A UNIQUE COMMUNITY

<b>» On the Horizon 2024 – 2028</b>			<b>PRIORITY</b>
1. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction Grant Notification	MIP		
2. Alternative Low Speed Electric Vehicles: Direction	OTH		
3. Hospital Annexation: Update and Direction	M/VC		
4.			
5.			
6.			
7.			
8.			
9.			
10.			

## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Objectives		PRIORITY
<b>Objective 1</b>	Maintain existing parks at a high service level	
<b>Objective 2</b>	Develop and enhance recreation programs and services for all ages	
<b>Objective 3</b>	Develop more venues at Commons Park	
<b>Objective 4</b>	Develop additional park venues	
<b>Objective 5</b>	Continue to enhance quality of community events	
<b>Objective 6</b>	Develop bike/pedestrian access points to Commons Park through easements between houses	
<b>Objective 7</b>	Expand teen programming and activities	
<b>Objective 8</b>		
<b>Objective 9</b>		
<b>Objective 10</b>		

**GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES  
FOR ALL**

<b>»» Means to Residents</b>	<b>PRIORITY</b>
1. More leisure and recreation choices for all family generations	
2. Convenience – parks and leisure amenities near home	
3. Recreation programs and services responsive to the community needs	
4. Family-oriented activities at an affordable rate	
5. More reasons to live in Royal Palm Beach	
6.	
7.	
8.	
9.	
10.	

## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Challenges and Opportunities		PRIORITY
<b>S</b>	1. Maintaining safe parks and facilities	5
<b>S</b>	2. Aging facilities needing repairs and upgrades, replacements	5
<b>S</b>	3. Securing and retaining quality Village staff	5
<b>S</b>	4. Difficulty in hiring part-time staff and finding volunteers	4
<b>S</b>	5. Desire for competitive sports over recreational leagues	4
<b>S</b>	6. Excessive use of athletic facilities and maintenance	3
<b>S</b>	7. Changing recreational and leisure patterns by family generations	3
<b>L</b>	8. Wide variety of offerings for seniors	2
<b>L</b>	9. Finding ways to reach and attract teenagers through recreational programming	2
<b>L</b>	10. Rental space at Cultural/Business Center marketing	2



## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Challenges and Opportunities		PRIORITY
L	11. Obtaining sponsorships for programs and events	2
L	12. Connector to Commons Park	2
L	13. Defining Village's role in arts and culture	1
L	14. Upgrading golf facility	1
	15. Shortages of supplies and equipment	0
	16. Establishing relationship with schools to assist in youth programming	0
	17. Affordable choices – keeping the costs down	0
	18.	
	19.	
	20.	

## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Actions 2023 – 2024			PRIORITY
P	1. Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps	M/VC	4
P	2. Major Community Festival: Goals, Report with Options, Direction and Village Actions	2022 M/VC	3
P	3. Veterans’ Park Splash Pad Replacement: Direction and Funding	2022 Mgmt	3
P	4. Turf Fields [5]: Feasibility Report, Direction and Funding	OTH M/VC Mgmt	3
P	5. Camellia Park Renovation (PR2402): Direction, Funding and Design	OTH Mgmt	3
P	6. Comprehensive All Access Playscape: Concept, Report with Options, Direction and Funding	M/VC	3
P	7. Homeplace Park Pickle Ball Courts (2): Direction and Funding	Mgmt	3
M	8. Wedding Gazebo and Extension of Main Entry Canopy: Direction and Funding	Mgmt	MGMT

## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Actions 2023 – 2024			PRIORITY
9. Canopy for Restaurant in Veterans' Park: Funding	M/VC	2	
10. 65 <sup>th</sup> Village Anniversary: Direction	M/VC	2	
11. Lot 179 Grouse Lane Entrance to Amphitheater: Direction and Funding	Mgmt	2	
12. Commons Park Amenities/Venues Expansion and Enhancement: Direction and Funding	M/VC	1	
13. Shakespeare under the Palm 4 <sup>th</sup> Year	M/VC	1	
14. Bob Marcello Park Second Basketball Court: Direction and Funding	Mgmt	1	
15. Commons Park Three Hole Golf Facility: Direction and Funding	Mgmt	1	
16. Tree Canopy/Shade Enhancements: Options, Direction and Funding	M/VC	0	

## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Actions 2023 – 2024			PRIORITY
17. Restrooms at Dog Park: Direction and Funding	M/VC		0
18. RPB Commons Park Playground Fencing: Direction and Funding	Mgmt		0
19. Veterans Park Improvements: Direction and Funding a. Playground Fencing b. Awning for Outdoor Seating c. Hurricane Rated Doors	Mgmt		0
20. 109 Heron Parkway Exit Route: Direction and Funding	Mgmt		0
21.			
22.			
23.			
24.			

## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Management in Progress 2023 – 2024			PRIORITY
1.	Shakespeare under the Palms in RPB Commons Park 2023	2022	
2.	Crestwood North Park Development: Funding, Bid and Construction	2022	
3.	Commons Park: Replace Existing Lighting on Driving Range with LED Lighting	2022	
4.	Mayor’s Benefit Golf Tournament	MIP	
5.	RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park	MIP	
6.	Quarterly Parks Recreation Program Guide Renewal: Implementation	MIP	
7.	Cultural Center Weekends Janitorial Service: RFP and Contract	MIP	
8.	Art in Public Places Ordinance Revision: Completion	P&Z	
9.			
10.			

## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Major Projects 2023 – 2024			PRIORITY
1.	Additional All Access Playscapes: Completion	2022	4/23
2.	Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Installation	MP	
3.	RPB Commons Large Pavilions [2]: Award Bid and Construction	MP	
4.	FPL Pathway Dry Detention Ponds (EN1904): Construction	MP	
5.	Park Road North Parking and Pathway (EN 2201)	MP	
6.	Basketball Courts and Skate Park Resurfacing	MP	
7.	Earth Day Canal Bank Stabilization	OTH	
8.	Park Road North Parking and Pathway (EN2201) – Walkway Construction	OTH	
9.	Crestwood Park North Development: Construction	M/VC	
10.	Southern Boulevard Park: Design and Construction	Engr	

**GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES  
FOR ALL**

<b>» Major Projects 2023 – 2024</b>			<b>PRIORITY</b>
11. Camellia Park Renovation-Replacement of Existing Tennis Courts/Lights; Tennis Pro Office and Restroom Building	Engr		
12. Crestwood Boulevard. and Recreation Center Connector	Engr		
13. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation	Engr		
14. Drinking Fountains/Water bottle Fillers Replacement	P&R		
15. ADA Play Apparatus for Todd Robiner Park	P&R		
16. Splash Pad Replacement – Veterans Park	P&R		
17. Driving Range Lighting Replacement – RPB Commons Park	P&R		
18. Ballfield Lighting Replacement: Ferrin Park	P&R		
19.			
20.			

## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» On the Horizon 2024 – 2028			PRIORITY
1.	Preservation Park Improvements: Completion	OTH	
2.	Commons Park: Expand P.O.C. Laydown Yard	OTH	
3.	Commons Park: Install Canvas Entry Covers over the Walkway of the Sporting Center	OTH	
4.	Southern Blvd. Park (PR1901) – Design and Construction of a 10-15 Acre Park	OTH	
5.	Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building	OTH	
6.	Driving Range Safety Net at Commons Park: Direction and Funding	OTH	
7.	Community Events at Neighborhood Parks: Direction and Funding	OTH	
8.	RPB Commons North Village Hall Access Pedestrian/Bike Bridge and Off-Street Bike/Pedestrian Pathway: Direction and Funding	OTH	
9.	Camellia Park Building: Direction and Funding	OTH	
10.	RPB Commons West Central Recreation Center Access: Pedestrian/Bike Bridge and Off-Street Bike/Pedestrian Pathway; Direction and Funding	OTH	



## GOAL 4 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» On the Horizon 2024 – 2028			PRIORITY
11. Cultural Center as a Regional Destination: Goals, Report with Options, Direction and Village Actions	OTH		
12. Ferrin Park Drainage on Field #3 Correction: Priority and Funding	OTH		
13. RPB Commons Island Renovation	OTH		
14. Commons Park: Install Stairway from Golf Parking Lot to Poinciana Boulevard	OTH		
15. Commons Park: Install (2) Concrete Walkways from Poinciana Boulevard into Splash Pad	OTH		
16. Commons Park: Install Concrete Walkways to Access Front of Stage	OTH		
17. RPB Commons Park Golf Training Facility Upgrades: a. Perimeter Fencing b. Golf Pro Shop	OTH		
18. Cultural Center Stage Curtains to Match Décor Replacement: Priority and Funding	OTH		
19. Car Portico at Cultural Center	OTH		
20. RPB Commons Upgrades: Direction and Funding	OTH		

# **SECTION 5**

---

---

## **ACTION AGENDA 2023 – 2024**

# **Village of Royal Palm Beach Goals 2028**

**Financially Sound Government**

**Responsive Village Services**

**RPB – A Unique Community**

**Exceptional Parks and Leisure Choices for All**

# Definitions of Terms

## **POLICY –**

is an issue that needs direction or a policy decision by the Council; or needs a major funding decision by the Council; or an issue that needs Council leadership by the governing body in the community; or with other governmental bodies (Village government, other Village governments, state government, federal government) – questions of “WHAT: IS THE DIRECTION; IS THE GOAL; IS THE BUDGET OR RESOURCES; IS THE VILLAGE'S POLICY OF REGULATION?”

## **MANAGEMENT –**

a management action which the Council has set the overall direction and provided initial funding (e.g., phased project), may require further Council action on funding; or a major management project particularly multiple years (e.g., upgrade to the information system) – questions of “HOW: DO WE ADDRESS THE ISSUE, MANAGE THE VILLAGE; IMPLEMENT A DECISION OR PROGRAM; CAN WE IMPROVE THE MANAGEMENT OR ORGANIZATIONAL PROCESS?”

## **MANAGEMENT IN PROGRESS –**

a management or organization action which Council has set the direction, needs staff work before going to Council for direction next year or beyond, no choice mandated by an outside governmental agency or institution, management process improvement budgeted or funded by the Council.

## **MAJOR PROJECT –**

a capital project funded in the CIP or by Council action which needs design or to be constructed (e.g., Road project, Village facility project, park project, etc.).

## **ON THE HORIZON –**

an issue or project that will not be addressed during the year by management or the Council but should be addressed in the next five years; it could become an action item for this year if another party moves the issue or project forward – it depends on them.

# **Policy Agenda 2023 – 2024 Targets for Action Village of Royal Palm Beach**

## **TOP PRIORITY**

**Balanced Budget FY24 Without Tax Increase**

**Village Capital Planning – Revenue Projections and Plan (5-Year)**

**State Road 7 Corridor Vision and Plan:  
Land Use and Zoning Framework Development and Adoption**

**Recreation Center Remodel/Expansion: Final Design and Additional Funding**

**Tuttle Royale Development: Site Plan, Plat and Permitting**

**Bus Routes: Review and Refinement**

## **HIGH PRIORITY**

**Talent Development Programs, including Internship Programs**

**State Road 7/Coconut Boulevard: Advocacy**

**Management and Employee Succession Plan: Report**

**Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps**

**Homeplace Park Pickle Ball Courts (2): Direction and Funding**

**Comprehensive All Access Playscape:  
Concept, Report with Options, Direction and Funding**

# Royal Palm Beach Policy Agenda 2023 – 2024

		PRIORITY		
		Priority	Top	High
1	1. Balanced Budget FY24 without Tax Increase	TOP	5	-
1	2. Village Capital Planning – Revenue Projections and Plan (5-Year)	TOP	4	-
3	3. State Road 7 Corridor Vision and Plan: Land Use and Zoning Framework Development and Adoption	TOP	4	-
2	4. Recreation Center Remodel/Expansion: Final Design and Additional Funding	TOP	3	-
3	5. Tuttle Royale Development: Site Plan, Plat and Permitting	TOP	3	-
3	6. Bus Routes: Review and Refinement	TOP	3	-
2	7. Talent Development Programs, including Internship Programs	HIGH	2	5
3	8. State Road 7/Coconut Boulevard: Advocacy	HIGH	2	4

\*Number to far-left of area correlates the Goal to the Action listed

# Royal Palm Beach Policy Agenda 2023 – 2024

		PRIORITY		
		Priority	Top	High
2	9. Management and Employee Succession Plan: Report	HIGH	1	3
4	10. Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps	HIGH	1	3
4	11. Homeplace Park Pickle Ball Courts (2): Direction and Funding	HIGH	1	3
4	12. Comprehensive All Access Playscape: Concept, Report with Options, Direction and Funding	HIGH	0	3
3	13. TPA 561 Study: Report Review and Direction		2	2
4	14. Veterans' Park Splash Pad Replacement: Direction and Funding		1	2
4	15. Camellia Park Renovation (PR2402): Direction, Funding and Design		0	2
4	16. Turf Fields [5]: Feasibility Report, Direction and Funding		1	1

# Royal Palm Beach Policy Agenda 2023 – 2024

		PRIORITY		
		Priority	Top	High
3	17. Micro-Mobility Study: Goals, Best Practices, Report and Direction (e.g. electric bikes, golf carts, scooters, etc.)		1	1
1	18. Village Competitive Compensation and Preferred Employer: COLA and Benefits: Direction and Funding		0	1
2	19. Cameras in Parks: Discussion, Direction and Funding		0	1
4	20. Major Community Festival: Goals, Report with Options, Direction and Village Actions		0	0
	21.			
	22.			
	23.			
	24.			



# **Management Agenda 2023 – 2024**

## **Targets for Action**

### **Village of Royal Palm Beach**

#### **TOP PRIORITY**

**Information Technology Upgrades: Direction and Funding**

**Farber Building Renovations: Direction and Funding**

**Landscape Code Refinement: Buffers – Multi-Family Districts; MXD Zoning District**

**ADA Access: Update Report and Implementation**

**Evaluation and Appraisal Report (EAR): Completion**

#### **HIGH PRIORITY**

**Enclaves Annexation: County Agreement and Direction**

**Municipal Code Revisions: Completion**

**Wedding Gazebo and Extension of Main Entry Canopy: Direction and Funding**

# Royal Palm Beach Management Agenda 2023 – 2024

		PRIORITY		
		Priority	Top	High
2	1. Information Technology Upgrades: Direction and Funding	TOP	5	-
1	2. Farber Building Renovations: Direction and Funding	TOP	4	-
3	3. Landscape Code Refinement: Buffers a. Multi-Family Districts b. MXD Zoning District	TOP	3	-
3	4. ADA Access: Update Report and Implementation	TOP	3	-
3	5. Evaluation and Appraisal Report (EAR): Completion	TOP	3	-
3	6. Enclaves Annexation: County Agreement and Direction	HIGH	2	
2	7. Municipal Code Revisions: Completion	HIGH	1	
4	8. Wedding Gazebo and Extension of Main Entry Canopy: Direction and Funding	HIGH	1	

**Royal Palm Beach  
Action Outlines 2023 – 2024**

<b>GOAL 1</b>	<b>FINANCIALLY SOUND GOVERNMENT</b>
---------------	-------------------------------------

**ACTION:** Balanced Budget FY 24 without Tax Increase

<b>PRIORITY</b>
-----------------

Policy Top
------------

Key Issues

- State Mandates and Legislation
- Village Revenues
- Growing Population and Service Demands
- Competitive Compensation
- Property Values/Appraisal Value
- Sustainability of Funding
- \$2.5 million for Village operations

Activities/Milestones

1. Prepare budget proposal
2. **BUDGET WORKSHOP:  
Budget FY 24 Discussion  
and Direction**
3. **DECISION: Budget FY 24  
Adoption**

Time

6/23  
7/23  
9/23

Responsibility: Finance Director

**ACTION:** Village Capital Planning – Revenue Projections and Plan  
(5-Year)

<b>PRIORITY</b>
Policy Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Projects	1. Update Village Project List	6/23
• Project Priority	2. Prepare Capital Project List	6/23
• Increasing Construction Costs	by Department	
• Supply Chain Problems	3. Prepare draft Village Capital	6/23
• Contractor Ability	Plan with revenue projections	
• New Software Implementation	4. Review and finalize Capital	6/23
	Plan	
	5. <b>WORKSHOP: Capital Plan</b>	7/23
	<b>FY 24 Presentation and</b>	
	<b>Direction</b>	

Responsibility: City Engineer

**ACTION:** Village Competitive Compensation and Preferred  
Employer: COLA and Benefits: Direction and Funding

<b>PRIORITY</b>
Policy

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• 40 hours with ½ hour Leave Notice</li> <li>• Christmas Eve</li> <li>• COLA</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare budget proposal</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b></li> <li>3. <b>DECISION: Budget FY 24 Adoption</b></li> </ol>	<p>6/23</p> <p>7/23</p> <p>9/23</p>

Responsibility: Human Resources Director

**ACTION:** Farber Building Renovations: Direction and Funding

<b>PRIORITY</b>
Mgmt Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Final Design	1. Receive cost estimates	4/23
• Construction Cost	2. Prepare Capital Plan	5/23
• Finding a Contractor	3. <b>WORKSHOP: Capital Plan FY 24 Presentation and Direction</b>	7/23
	4. Finalize Final Design	1/24
	5. <b>DECISION: Award Contract for Farber Building Renovation</b>	4/24
	6. Complete construction	9/24

Responsibility: Public Works Director

**Management in Progress 2023 – 2024**

			TIME
1	1. Federal American Rescue Dollars: Quarterly Reporting	Fin	4/23
1	2. OpenGov Budget Software Transition: Completion	Fin	9/23



**GOAL 2****RESPONSIVE VILLAGE SERVICES****ACTION: Recreation Center Remodel/Expansion: Final Design and Additional Funding****PRIORITY**

Policy Top

Key Issues

- Construction Costs
- Funding
- Service Interruptions

Activities/Milestones

- |   | <u>Time</u> |
|---|-------------|
| 1. Prepare updated cost estimates   | 4/23        |
| 2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b>                        | 7/23        |
| 3. <b>DECISION: Budget FY 24 Adoption</b>   | 9/23        |
| 4. Complete Final Design  | 9/23        |
| 5. Issue RFQ  | 11/23       |
| 6. <b>DECISION: Award Construction Contract for Recreation Center Remodel/Expansion</b> | 1/24        |
| 7. Complete construction  | 6/25        |

Responsibility: City Engineer

**ACTION:** Talent Development Programs, including Internship Programs

<b>PRIORITY</b>
Policy High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Internships	1. Prepare budget proposal	6/23
• Apprenticeships	2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b>	7/23
• Training Programs	3. <b>DECISION: Budget FY 24 Adoption</b>	9/23
• Tuition Reimbursement		
• Full-Time and Part-Time		

Responsibility: Village Manager

**ACTION:** Management and Employee Succession

<b>PRIORITY</b>
Policy High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"><li>• Key Positions</li><li>• Promote Within</li><li>• Advertise Plan</li><li>• Timeline</li><li>• Targeted Training</li></ul>	<ol style="list-style-type: none"><li>1. Prepare Succession Plan and Procedures</li><li>2. <b>REPORT: Succession Plan, Procedures and Timeline</b></li></ol>	<p>11/23</p> <p>12/23</p>

Responsibility: Village Manager

**ACTION:** Cameras in Parks: Discussion, Direction and Funding

<b>PRIORITY</b>
Policy

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Point-to-Point	1. Prepare budget proposal	6/23
• Fiber Installation	2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b>	7/23
• Camera Installation	3. <b>DECISION: Budget FY 24 Adoption</b>	9/23
	4. Complete RPB Commons Park additional cameras installation	12/23
	5. Complete Point-to-Point	12/24
	6. Install cameras: Crestwood Park, Robiner Park and Counterpoint Park	12/24

Responsibility: Information Services Director

**ACTION:** Information Technology Upgrades: Direction and Funding

<b>PRIORITY</b>
Mgmt Top

Key Issues

Activities/Milestones

Time

1. Complete Information Technology Upgrades for New Village Hall and Farber Building

5/23

Responsibility: Information Services Director

**ACTION: Municipal Code Revisions: Completion**

<b>PRIORITY</b>
Mgmt High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Swales Parking</li> <li>• Street Parking</li> <li>• Engineering Violations</li> <li>• Roadside Vendors</li> <li>• Open Container</li> <li>• Fire Lane/Parking Guidelines</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>DECISION: Code Revision Adoption – Swales Parking and Street Parking</b></li> <li>2. <b>DECISION: Code Revision Adoption – Engineering Violations</b></li> <li>3. Research soliciting in ROW and roadside vendors</li> <li>4. Research open container</li> <li>5. Research fire lane and parking guidelines</li> <li>6. <b>REPORT: Open Container Discussion and Direction</b></li> <li>7. <b>DECISION: Code Revisions Adoption – Roadside Vendors, Fire Lane/Parking Guidelines and Open Container</b></li> </ol>	<p>4/23</p> <p>7/23</p> <p>12/23</p> <p>12/23</p> <p>12/23</p> <p>3/24</p> <p>5/24</p>

Responsibility: Community Development Director

**Management in Progress 2023 – 2024**

			TIME
2.	1.	Transition to New Village Hall: Preparation for Move and Completion of Relocation	Engr 6/23
2	2.	Bus Stop: Implementation (2)	PW 6/23
2	3.	Body Worn Cameras: Implementation	PBSO 4/23
2	4.	Community Summit 2023: Direction	VM 4/23
2	5.	VECTOR Information: Revision	Clerk 6/23
2	6.	Laserfiche Connect: Engineering	Engr 4/24
2.	7.	State Legislative Agenda and Advocacy: Project Selection	Engr 1/24
2	8.	Cultural Center Indoor Art: Completion	P&Z 8/23
2	9.	Records Retention/Management	Clerk Ongoing
2	10.	Superion	IS 12/24
	a.	Code Enforcement Courtesy Notification	
	b.	Building Permits	
2.	11.	Purchasing Integration to Laserfiche	IS 12/24
2	12.	ProjectDox Community Outreach: Development	IS Ongoing
2	13.	Automate Print/Issuing of Purchase Order (PO)	IS 12/23
2	14.	Project Maps and Various Zoning Maps: Update	P&Z 7/23
2	15.	Planning and Zoning Department Website: Update	P&Z 11/23
2	16.	Information Updates	Clerk Ongoing
	a.	Village Electronic Signs	
	b.	Channel 18	
	c.	Website	
2	16.	Village Clerk Forms and Applications: Update	Clerk 9/23
2	18.	New Resident/Business Packet: Update	Clerk 6/23
2	19.	“Real Time” Mapping of Current Open Permits	Engr 10/23
2	20.	HRIS System: Implementation	HR/IS 11/23
2	21.	VH Technical/Physical Voices-Data Planning Tasks	IS 10/23
2	22.	Wide-Area Point-Point Network: Implementation	IS 12/24
2	23.	LED Sign Upgrades: Implementation	P&R 4/23
2	24.	Development Application Manual Update	P&Z 1/24
2	25.	Electric/Alternative Village Vehicles Preparation: Implementation	PW 7/23
2	26.	Municipal Elections Ordinance: Adoption	Clerk 7/23
2	27.	Village Website Enhancements: Completion	Clerk 12/23
2	28.	RV Lot Agreement: Update	Clerk 6/23
2	29.	Village Landing Page on Discover the Palm Beaches Website: Content Development	Clerk 7/23

**Management in Progress 2023 – 2024**

			TIME
2	30.	Digital Material Cache of Village Programs: Development	Clerk Ongoing
2	31.	PIO Certification and Drone License: Completion	Clerk 5/23
2	32.	PIO Standard Operating Procedure/Communication Plan: Development	Clerk 8/23
2	33.	Policy & Procedure for all Public Records Request: Update	Clerk 9/23
2	34.	Village Website: Enhancements	Clerk Ongoing
2	35.	Royal Palm Beach Passport Type Material: Development	Clerk 2/24
2	36.	Park's Web Maps: Redesign	Clerk 2/24
2	37.	Resident Consumer Guidelines for Hiring a Licensed Contractor: Re-Creation	CD 6/24
2	38.	Workforce Tracking for Public Works using ESRI GIS (Budget FY 24)	Engr 9/23
2	39.	Watershed Management Plan: Creation	Engr 10/23
2	40.	Map Village Easement Agreements throughout the Village Mapping: Completion	Engr 5/24
2	41.	New Engineering and ROW Permits for Mapping and Entry: Streamlining	Engr 10/23
2	42.	Budgeting Software from Open Gov: Purchase	Fin 10/23
2	43.	Standard Operating Procedures for HR Tasks: Creation	HR 9/24
2	44.	HR Policies and Procedures: Update and Revision	HR Ongoing
2	45.	Development Review Procedures Flow Chart	P&Z 2/24
2	46.	NPDES Annual Report	PW 3/24
2	47.	Public Works Organization Chart	PW 4/23
2	48.	Large Tractor Replacement (Budget FY 24)	PW 9/23
2	49.	Two (2) Fertilizer Spreaders (Budget FY 24)	PW 9/23



**Major Projects 2023 – 2024**

			TIME
2.	1. New Village Hall Project: Construction and Opening	Engr	
	a. Phase 1		6/23
	b. Phase 2		2/24
2	2. Bridge Slope Stabilization (PW 1709/PW1806) Round 2	PW	
	a. Award		6/23
	b. Construction		6/24
2	3. Canal Dredging Project: Construction	Engr	12/23
2	4. Water Treatment Plant (PW1802/PW1902): Bid	PW	6/23
2	5. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL	PW	TBD
2.	6. Drainage System Improvements (PW 1903): Construction	PW	6/24
2	7. Annual Backflow Preventer Replacement (PW22BF)	PW	Ongoing
2	8. Storm Drain Outfall Replacement (ARPA – PW22SD)	PW	6/24
2	9. Van Delivery (PW22TR)	PW	6/23
2.	10. Sidewalk Trip Hazards Elimination	PW	Ongoing
2	11. Harvester Services Contract	PW	5/23
2	12. Street Light Fixture Replacement (PW 2102)	PW	6/23
2	13. LaMancha Underdrain Design (PW2204) [ARPA Funded]	PW	6/23
2	14. Canal Back Maintenance (PW2205) [ARPA Funded]	PW	6/23
2.	15. Camellia Park Drainage Improvements Bid(PR1822) [ARPA Funded]	Engr	2/24
2	16. Aquatic Vegetation Maintenance	PW	Ongoing
2	17. Okeechobee Boulevard. Main Entrance Sign Improvements, PW2402 (Budget FY 24)	PW	9/23
2	18. Annual Repairs/Replacements Bus Shelters, PW22BS	PW	Ongoing
2	19. Lamstein Lane Street Lights (Budget FY 24)	PW	9/23

**GOAL 3 | RPB – A UNIQUE COMMUNITY**

**ACTION:** State Road 7 Corridor Vision and Plan: Land Use and Zoning Framework Development and Adoption

<b>PRIORITY</b>
Policy Top

Key Issues

- Land Use
- Zoning
- Vision to a Framework for Investment

Activities/Milestones

- |  |       |
|--|-------|
| 1. Prepare budget proposal                                       | 6/23  |
| 2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b> | 7/23  |
| 3. <b>DECISION: Budget FY 24 Adoption</b>                        | 9/23  |
| 4. Consultant onboard  | 1/24  |
| 5. Prepare draft Land Use and Zoning Framework                   | 5/24  |
| 6. <b>WORKSHOP: State Road 7 Land Use and Zoning Categories</b>  | 6/24  |
| 7. Refine Land Use and Zoning Framework                          | 7/24  |
| 8. P&Z: Review   | 8/24  |
| 9. <b>DECISION: State Road 7 Land Use and Zoning Categories</b>  | 10/24 |

Responsibility: Planning Director

**ACTION:** Tuttle Royale Development: Site Plan and Plat

<b>PRIORITY</b>
Policy Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Site Plan	1. P&Z: Review	4/23
• Preliminary Plat	2. <b>DECISION: Tuttle Royale Site Plan and Preliminary Plat Approval</b>	4/23
• Tier 1 Subdivision I Improvements	3. <b>DECISION: Acceptance of Tier 1 Subdivision Improvements</b>	11/23
	4. Issue Building Permit for Vertical Construction	1/24

Responsibility: Planning Director/Community Development Director

**ACTION:** Bus Routes: Review and Refinement

<b>PRIORITY</b>
Policy Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"><li>• Bus Route</li><li>• Ridership</li><li>• Direct Route on Okeechobee</li></ul>	<ol style="list-style-type: none"><li>1. Request PalmTran direct route to Downtown West Palm Beach</li><li>2. Receive PalmTran response</li></ol>	<p>5/23</p> <p>TBD</p>

Responsibility: Village Manager

**ACTION:** State Road 7/Coconut Boulevard: Advocacy

<b>PRIORITY</b>
Policy High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Potential Allies	1. Meet with Palm Beach County	4/23
	2. <b>REPORT: Update</b>	5/23
	3. Develop Advocacy Plan	6/23

Responsibility: City Engineer

**ACTION:** TPA 561 Study: Report Review and Direction

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |                                      |      |
|--------------------------------------|------|
| 1. Complete Feasibility Study (FDOT) | 4/23 |
| 2. TPA releases Report               | TBD  |

Responsibility: City Engineer

**ACTION:** Micro-Mobility Study: Goals, Best Practices, Report and Direction

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |    |  |      |
|----|--|------|
| 1. | Bike Path Trailhead and Signage Pal – Award Contract(EN 2102)        | 5/26 |
| 2. | Heron and Bob White to Park and Bike Pathway Adjust Budget (EN 2303) | 7/23 |
| 3. | FPL Pedestrian and Bike Improvements – Apply for Grant (EN2305)      | 2/24 |
| 4. | RPB Commons Park Access (1902)                                       | TBD  |

Responsibility: City Engineer

**ACTION:** Landscape Code Refinement: Buffers

- a. Multi-Family Districts
- b. MXD Zoning District

<b>PRIORITY</b>
-----------------

Mgmt Top
----------

Key Issues

Activities/Milestones

Time

- |   |      |
|---|------|
| 1. TRS Review   | 4/23 |
| 2. P&Z: Review  | 6/23 |
| 3. <b>DECISION: Landscape Code Buffer Revisions for Multi-Family Districts and MXD Zoning Districts</b> | 9/23 |

Responsibility: Planning Director



**ACTION:** ADA Access: Update Report and Implementation

<b>PRIORITY</b>
Mgmt Top

Key Issues

Activities/Milestones

Time

1. Prepare Updated Report
2. **REPORT: ADA Access Presentation**

7/23

8/23

Responsibility: City Engineer

**ACTION:** Evaluation and Appraisal Report (EAR)/Water Supply Plan: Completion

<b>PRIORITY</b>
Mgmt Top

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• EAR Update	1. Prepare budget proposal	6/23
• Water Supply Plan	2. <b>BUDGET WORKSHOP: Budget FY 24 Discussion and Direction</b>	7/23
	3. <b>DECISION: Budget FY 24 Adoption</b>	9/23
	4. Issue RFP	10/23
	5. <b>DECISION: Awards Contract for EAR and Water Supply Plan</b>	11/23
	6. Complete EAR and Water Supply Plan	2/24
	7. <b>DECISION: EAR and Water Supply Plan Approval</b>	3/24

Responsibility: Planning Director

**ACTION:** Enclaves Annexation: County Agreement and Direction

<b>PRIORITY</b>
Mgmt High

Key Issues

Activities/Milestones

Time

- |   |      |
|---|------|
| 1. <b>DECISION: Annexation Agreement with Palm Beach County</b> | 4/23 |
| 2. County Commission Action                                     | 6/23 |

Responsibility: Planning Director

**Management in Progress 2023 – 2024**

			TIME
3	1. Community Education: “Lock Your Vehicle”	PBSO	Ongoing
3	2. Sector Patrol Boundaries Analysis	PBSO	Ongoing
3	3. Crime Reduction through Directed Patrol Plans	PBSO	Ongoing
3	4. Neighborhood Watch/Crime Reduction Program: Expansion	PBSO	Ongoing
3	5. ALDI Park PID Remaining Parcels	P&Z	Ongoing
3	6. Permitting of Community Residential Homes Administration	P&Z	Ongoing
3	7. Hybrid Carp for Vegetation Control: Research and Funding Report	PW	3/24
3	8. Accessory Structure Side Setback	P&Z	11/23
3	9. Valet Parking Evaluation	P&Z	4/24

**Major Projects 2023 – 2024**

			TIME
3	1. Annual Vegetation Maintenance	PW	Ongoing
3	2. Road Resurfacing Design (PW19RR) (PW22RR): Award Completion	Engr	8/23
	a. Barcelona Drive		
	b. Bilbao Street		
	c. Bob White Road		
	d. Chestnut Circle		
	e. Coco Plum Court		
	f. Copperwood Circle		
	g. Easton Court		
	h. Emerald Court		
	i. Goldfinch Lane		
	j. Habitat Court		
	k. Kent Court		
	l. Las Palmas Street		
	m. Habitat Court		
	n. Kent Court		
	o. Las Palmas Street		
	p. Laurel Way		
	q. Locust Lane		
	r. Mandeville Lane		
	s. Monterey Way		
	t. Morgate Drive		
	u. Natures' Way		
	v. Nottingham Road		
	w. Park Road North		
	x. Park Road South		
	y. Rainforest Court		
	z. Royal Palm Boulevard		
	aa. Sandpiper Avenue		
	bb. Saratoga Boulevard		
	cc. Segovia Avenue		
	dd. Sparrow Drive		
	ee. Sycamore Drive		
	ff. Twin Lakes Way		
	gg. Valencia Street		
	hh. Venetian Lane		
	ii. Wildcat Way		
3	2. Annual Vegetation Maintenance	PW	Ongoing
3	3. Annual Sidewalk Trip Hazards Repair	PW	Ongoing
3	4. Street Light Replacement – LaMancha (PW2105)	PW	12/23
3	5. Lake Bank Stabilization Project Award Bid (EN 2301)	Engr	10/23
3	6. FPL Pathway Dry Detention Ponds (EN1904)	Engr	12/23

**Major Projects 2023 – 2024**

- 3     7. Canal System Rehabilitation (SW1901)
- 3     8. Bilbao Street. to Okeechobee Boulevard Pathway  
Replacement(2305)

Engr

Engr

TIME
12/23
TBD

<b>GOAL 4</b>	<b>EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL</b>
---------------	--

**ACTION:** Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps

<b>PRIORITY</b>
Policy High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Code Amendments</li> <li>• Expenditure Guidelines</li> <li>• Village Next Steps</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare Update Report</li> <li>2. <b>REPORT: Art in Public Spaces Update and Recommendations</b></li> <li>3. Prepare Code Amendments Changes to Funding Formula and Expenditure Guidelines</li> </ol>	<p>8/23</p> <p>10/23</p> <p>10/23</p>

Responsibility: Planning Director

**ACTION:** Homeplace Park Pickle Ball Courts (2): Direction and

<b>PRIORITY</b>
-----------------

- |  |      |
|--|------|
| 1. Prepare budget proposal   | 6/23 |
| 2. <b>BUDGET WORKSHOP:<br/>Budget FY 24 Discussion<br/>and Direction</b> | 7/23 |
| 3. <b>DECISION: Budget FY 24<br/>Adoption</b>                            | 9/23 |

Responsibility: Parks and Recreation Director



**ACTION:** Comprehensive All Access Playscape: Concept, Report with Options, Direction and Funding

<b>PRIORITY</b>
Policy High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• RPB Commons Location	1. Define concept and determine location	5/23
• Design	2. Receive cost estimates	5/23
• Cost Estimate	3. Prepare Capital Plan	6/23
• Funding	4. <b>WORKSHOP: Capital Plan FY 24 Presentation and Direction</b>	7/23
• Grant Funding	5. Prepare grant application	7/23

Responsibility: Parks and Recreation Director

**ACTION:** Veterans’ Park Splash Pad Replacement: Direction and Funding

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |    |  |       |
|----|--|-------|
| 1. | Prepare budget proposal  | 6/23  |
| 2. | <b>BUDGET WORKSHOP:<br/>Budget FY 24 Discussion<br/>and Direction</b>              | 7/23  |
| 3. | <b>DECISION: Budget FY 24<br/>Adoption</b>   | 9/23  |
| 4. | Issue RFP  | 10/23 |
| 5. | <b>DECISION: Award<br/>Construction Contract for<br/>Veterans’ Park Splash Pad</b> | 12/23 |
| 6. | Complete construction  | 3/24  |

Responsibility: Parks and Recreation Director

**ACTION:** Camellia Park Renovation (PR2402): Direction, Funding and Design

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |  |      |
|--|------|
| 1. Update cost estimates and funding   | 7/23 |
| 2. <b>DECSION: Award Construction Contract for Camellia Park Renovations</b> | 6/24 |
| 3. Complete construction   | 6/25 |

Responsibility: Parks and Recreation Director

**ACTION:** Turf Fields [2]: Feasibility Report, Direction and Funding

<b>PRIORITY</b>
Policy

Key Issues

Activities/Milestones

Time

- |                                  |       |
|----------------------------------|-------|
| 1. Complete Feasibility Report   | 12/23 |
| 2. Prepare Budget FY 25 proposal | 6/24  |

Responsibility: Parks and Recreation Director

**ACTION:** Wedding Gazebo and Extension of Main Entry Canopy:  
Direction and Funding

<b>PRIORITY</b>
Mgmt High

Key Issues

Activities/Milestones

Time

- |   |      |
|---|------|
| 1. Update cost estimates and funding  | 4/23 |
| 2. Complete design  | 6/24 |
| 3. <b>DECISION: Award Construction Contract for Wedding Gazebo and Canopy</b> | 8/24 |
| 4. Complete construction  | 2/25 |

Responsibility: Parks and Recreation Director

**Management in Progress 2023 – 2024****TIME**

4	1. Shakespeare under the Palms in RPB Commons Park 2023	P&R	7/23
4	2. Crestwood North Park Development: Funding, Bid and Construction	Engr	5/23
4	3. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting	Engr	12/23
4	4. Mayor's Benefit Golf Tournament	P&R	7/23
4	5. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park	P&R	TBD
4	6. Semi-Annual Parks Recreation Program Guide Renewal: Implementation	P&R	7/23
4	7. Cultural Center Weekends Janitorial Service: RFP and Contract (Budget FY 24)	PW	9/23

**Major Projects 2023 – 2024**

			TIME
4	1. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Installation	P&R	Ongoing
4	2. RPB Commons Large Pavilions [2]: Award Bid and Construction	Engr	10/23
4	3. FPL Pathway Dry Detention Ponds (EN1904): Construction	Engr	12/23
4	4. Park Road North Parking and Pathway (EN 2201)	Engr	12/23
4	5. Southern Boulevard Park: Design and Construction – Grant Funding	Engr	10/23
4	6. Crestwood Boulevard. and Recreation Center Connector	Engr	TBD
4	7. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation	Engr	Ongoing
4	8. ADA Play Apparatus for Todd Robiner Park	P&R	5/23
4	9. Ballfield Lighting Replacement – Ferrin Park	P&R	1/24

# **Policy Calendar 2023 – 2024**



# MONTH

---

**April 2023**

1. **DECISION: Code Revision Adoption – Swales Parking and Street Parking**
2. **DECISION: Tuttle Royale Site Plan and Preliminary Plat Approval**
3. **DECISION: Annexation Agreement with Palm Beach County**
- 4.

# MONTH

---

**May 2023**

1. **REPORT: State Road 7/Coconut Boulevard Update**

2.

# MONTH

---

**June 2023**

1.

# MONTH

---

**July 2023**

1. **BUDGET WORKSHOP: Budget FY 24 Discussion and Direction**
  - a. **Village Compensation – COLA and Benefits**
  - b. **Talent Development**
  - c. **Cameras in Parks**
  - d. **Large Tractor Replacement**
  - e. **Two Fertilizer Spreaders**
  - f. **State Road 7 Land Use and Zoning Consultant**
  - g. **EAR and Water Supply Plan Development**
  - h. **Cultural Center Janitorial Service**
  
2. **WORKSHOP: Capital Plan FY 24 Presentation and Direction**
  - a. **Faber Building Renovations**
  - b. **Recreation Center Remodel/Expansion**
  - c. **All Access Playscape**
  - d. **Homeplace Park Pickle Courts(2)**
  - e. **Veterans' Park Splash Pad Replacement**
  
3. **DECISION: Code Revision Adoption – Engineering Violations**
  
- 4.

# MONTH

---

**August 2023**

1. **REPORT: ADA Access Presentation**

2.

# MONTH

---

**September 2023**

1. **DECISION: Budget FY 24 Adoption**
2. **DECISION: Landscape Code Buffer Revisions for Multi-Family Districts and MXD Zoning Districts**
- 3.

# MONTH

---

**October 2023**

1. **REPORT: Art in Public Spaces Update and Recommendations**

2.

# MONTH

---

**November 2023**

1. **DECISION: Acceptance of Tier 1 Subdivision Improvements**

2.



# MONTH

---

**December 2023**

1. **REPORT: Succession Plan, Procedures and Timeline**
2. **DECISION: Award Construction Contract for Veterans' Park Splash Pad**
- 3.

# MONTH

---

**January 2024**

1. **DECISION: Award Construction Contract for Recreation Center Remodel/Expansion**
- 2.

# MONTH

---

**February 2024**

1.

2.

# MONTH

---

**March 2024**

1. **REPORT: Open Container Discussion and Direction**
2. **DECISION: EAR and Water Supply Plan Approval**
- 3.

# MONTH

---

**April 2024**

1. **DECISION: Award Contract for Farber Building Renovation**

2.

# *PERFORMANCE REPORT 2022 – 2023*

Mayor and Village Commission



Royal Palm Beach, Florida  
March 2023

Lyle Sumek Associates, Inc.  
411 N New River Dr E502  
Fort Lauderdale, FL 33301

Phone: (386) 246-6250  
E-mail: [sumekassoc@gmail.com](mailto:sumekassoc@gmail.com)

# **SECTION 4**

---

---

## **PERFORMANCE REPORT 2022 – 2023**

**A**

**Performance Rating for 2022 – 2023**



# Performance Rating for 2022 – 2023 Mayor and Village Council

**8.7**

## **Rationale for Rating**

1. Village Hall Project
2. Recreation Center Project
3. Village Infrastructure Enhancement Projects
4. Village Staff Performance and Achievements
5. Service Value for our Residents
6. Mayor and Council Member Teamwork and Accessibility/Approachability
7. Action Agenda 2022-2023 – Significant Progress
8. Community Events
9. Village Government’s Responsiveness to our RPB Community
10. RPB Commons Park Enhancements
11. Community Positive Feedback and Enthusiasm
12. Need to Continually Enhance Communications with our Residents
13. Two New Positions: Communications and Public Arts
14. Village Values our Employees

# Performance Rating for 2022 – 2023 Management Team

## 9.1

### **Rationale for Rating**

1. New Village Hall Project: Well-planned, Overcoming shortage of supplies and loss of electrical contractor, agility and quick adjustments, close to “on time”, moving in June 2023
2. Preparation and Response to Three Storm Events, including one day clean-up
3. Successful Community Events – WestFest, 4<sup>th</sup> of July, etc.; Well-attended; positive feedback from our RPB community
4. Teamwork among Departments: Filling void due to staff vacancies, everyone pitched in; maintained responsive Village services
5. Mayor and Council Stability, Teamwork and Leadership: No election; addressed key issues
6. Responsive Village Services: Listening to our RPB community; making access to Village services easier through technology; better communications to our RPB community; 1-1 assistance to our residents – use of technology; adjusted Village services when needed
7. Changed in Ordinances before Crisis
8. Village Organization Culture: Values our RPB residents, commitment to service, staff cares about our RPB residents, willing to go the extra mile to help residents; employee involvement
9. Investments in Technology: GIS, Project Dox
10. Delivered on the Action Agenda 2022-2023: Completed projects, achieved milestones; established process of strategic planning; keeping the focus on major issues
11. No Major Litigation or Legal Issues
12. Overall Financial Condition of Village Government and Responsible Decision Making

**B**

**Performance Report 2022 – 2023**

# Importance of the Performance Report

***BOTTOM LINE:*** Leaders being accountable for their decisions and actions

## **1. LEADERSHIP WITH INTENTIONS**

- Acting with a sense of purpose and direction
- Defining a vision, setting goals, using them to guide decisions
- Establishing criteria to judge success
- Demonstrating an institutionalized strategic planning process
- Instilling confidence in financial institutions, customers

## **2. CONNECTION WITH CUSTOMER'S LIVES**

- Providing services that add MEANS to the customers' lives
- Linking decisions and actions to improved services
- Linking decisions and actions to lower cost of service delivery
- Demonstrating the personal relevance of decisions and actions

## **3. CAPTURE OTHERS' ATTENTION**

- Telling a story with a message
- Painting a picture
- Getting others to see it, to feel it
- Distinctive separating from the barrage of information

## **4. CELEBRATE – CREATE A MEMORY**

- Developing a celebration that is unique-a standout experience
- Giving others a memento representing the success
- Saying "Thank You" to contributors to the success
- Demonstrating the significance of the achievement

## **5. PERSONAL CONTACT WITH A TAILORED MESSAGE**

- Developing a message based upon the audience
- Making a few relevant points
- Reaching out to a variety of groups
- Delivering the message personally by you as a leader

**Royal Palm Beach  
Vision 2037**

**ROYAL PALM BEACH 2037 *is a*  
Hometown Community,  
Family Community.**

***Royal Palm Beach Village Government:  
Mission***

***The mission of the Village of Royal Palm Beach is to  
provide Services, and Facilities to create an  
Aesthetically Pleasing, Active and  
Connected Community.***

**Village of Royal Palm Beach  
Goals 2027**

**Financially Sound Government**



**Responsive Village Services**



**Abundance of Leisure Choices**



**Beautiful, Convenient Community**

**Policy Agenda 2022 – 2023  
Targets for Action  
Village of Royal Palm Beach**

**TOP PRIORITY**

Balanced Budget FY '23 Without Tax Increase

Employer: Compensation Policy and Adjustments, and Funding

State Road 7 Corridor Vision and Plan:  
Completion and Direction on Village Actions

TPA 561 Study: Next Steps and Direction (All)

Recreation Center Remodel/Expansion:  
Final Design and Additional Funding

Tuttle Royale Development:  
Erica Boulevard Road Project and Next Steps (All)



**HIGH PRIORITY**

Village Government Communications Enhancement:  
Direction and Funding (H,R,S)

Additional All Access Playscape Development:  
Discussion, Direction and Funding( R,V)

Public Arts Policy, Strategy and Action Plan:  
Report, Village Role, Potential Partners, Direction,  
Village Actions and Funding (H,R,S,V)

Community Events: Enhancements and Refinements (R,S)

Village Capital Planning – Revenue Projections and Plan (5-Years)

State Road 7/Coconut Boulevard: Advocacy

**Management Agenda 2022 – 2023  
Targets for Action  
Village of Royal Palm Beach**

**TOP PRIORITY**

Federal American Rescue Dollars: Direction and Implementation

Transition to New Village Hall:  
Preparation for Move and Completion of Relocation

Renter Protection – 60 Day Notice: Research, Report and Direction

Bus Stop: Implementation

Long-Range Financial Model/Projection: Update and Direction

Cameras in Parks: Discussion and Direction (V)

**HIGH PRIORITY**

Municipal Code Revisions: Completion –  
Accessory Structures; Engineering Violations; Shipping Containers

Village Hall Art Program: Direction and Village Action

Landscape Code Refinement: Buffers:  
Multi-Family Districts; MXD Zoning District

Shakespeare under the Palms in RPB Commons Park  
(4-8 Performances) – Henry II 2022

Body Worn Cameras: Discussion and Direction (H)

Crestwood North Park Development: Design and Site Plan Approval

# Village of Royal Palm Beach Management in Progress 2022 – 2023

1. 2023 Municipal Elections: Preparation
2. VECTOR Information (1200)
3. Laserfiche Connect
4. State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions
5. Cultural Center Indoor Art: Completion
6. Records Retention/Management
7. Superion
  - a. Code Enforcement Courtesy Notification
  - b. Building Permits
8. Onboarding and Benefit Open Enrollment Neo Gov
9. Purchasing DocShuttle
10. GO LIVE with Engineering ePermitting
11. ProjectDox Community Outreach: Development
12. Automate Print/Issuing of Purchase Order (PO)
13. AS400 Users to NaviLine Graphical Royal Palm Beach Interface: Transfer
14. Project Maps and Various Zoning Maps: Update
15. Planning and Zoning Department Website: Update
16. Upgrading Security Cameras /Roof at FOC
17. Public Information Requests
18. Information Updates
  - a. Village Electronic Signs
  - b. Channel 18
  - c. Website
19. Village Clerk Forms and Applications: Update
20. New Resident/Business Packet Code Revision
21. Election Packet Update: Completion
22. Business Tax Receipts Solution
23. Permit Timeline Mandates: Monitoring and Compliance
24. Plat Improvements/Permitting and CO Issuance
25. E-Inspection Services
26. Community Rating System Cycle Visit

27. “Real Time” Mapping of Current Open Permits
28. Field Maps Rollout (ESRI)
29. Budgeting Software – OpenGov: Funding
30. HRIS System: Implementation
31. Recruitment Marketing Materials: Development
32. On-line Training Systems (HRIS): Development
33. RecTrac/WebTrac Deployment
34. Naviline Central Square Payment System Deployment
35. ProjectDox LaserFiche Archiving Policy
36. VH Technical/Physical Voices-Data Planning Tasks
37. Wide-Area Point-Point Network: Implementation
38. LED Sign Upgrades: Implementation
39. Community Outreach and Digital Literary Program: Implementation
40. Information Technology Modernization Project
  - a. Bid
  - b. Completion
41. Development Application Manual Update
42. RPB Commons Café Operations: Opening
43. Mayor’s Benefit Golf Tournament
44. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park
45. Kite Event
46. PAL Participation Increase: Update Report
47. WiFi Coverage at RPB Commons Park
48. Go Online with RPB Commons Park Surveillance Cameras
49. Bike Share Program at RPB Commons Park
50. After-School Tutoring Program: Establishment
51. Community Youth/Adult Theater Program: Establishment
52. Seminole Palms Multi-Purpose Fields Lease Agreement Evaluation and Decision
53. Quarterly Parks Recreation Program Guide: Development (1<sup>st</sup> Issue)
54. Cultural Center Weekends Janitorial Service: RFP and Contract
55. Bus Stops: Update Report
56. Community Education: “Lock Your Vehicle”
57. Sector Patrol Boundaries Analysis
58. Crime Reduction through Directed Patrol Plans
59. Neighborhood Watch/Crime Reduction Program: Expansion
60. Bella Sera Build Out: Next Phase

61. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction Grant Notification
62. Flood – Community Rating System Cycle Visit
63. ALDI Park PID Remaining Parcels
64. Permitting of Community Residential Homes Administration
65. Okeechobee Blvd. Entry Sign and Landscape Improvements: Funding
66. Cypress Key Commercial Development: Site Plan and Permit
67. Hybrid Carp for Vegetation Control: Research and Funding

# Village of Royal Palm Beach

## Major Projects 2022 – 2023

1. New Village Hall Project: Construction and Opening
  - a. Phase 1
  - b. Phase 2
2. Additional Video Surveillance Cameras in RPB Commons Parks
3. Bridge Slope Stabilization (PW 1709/PW1806) Round 2
  - a. Award
  - b. Construction
4. RPB Commons Lighting Phase 2 (PR1903: Construction)
5. Okeechobee Boulevard West Landscape Improvements (PW2006)
  - a. Award
  - b. Construction
6. Parks ADA Compliance Project: Robiner Park (PR1807): Construction
7. Canal Dredging Project: Construction
8. Water Treatment Plant (PW1802/PW1902): Design
9. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL
10. Drainage System Improvements (PW 1903): Construction
11. Camellia Ditch Restoration: Tree Removal and Dredging (Phase 1)
12. A/C Replacement (PW21AC)
13. Backflow Preventer Replacement (PW22BF)
14. Storm Drain Outfall Replacement (PW22SD)
15. Trucks (PW22TR)
16. Sidewalk Trip Hazards Elimination
17. Roadway Crack Sealing (PW2002)
18. Harvester Services
19. Street Light Fixture Replacement (PW 2102)
20. Street Light Replacement – La Mancha (PW2105)
21. School Zone Flashing Beacons (PW2107)
22. Okeechobee Boulevard Main Entrance Sign Improvements (PW2402)
  - a. Design
  - b. Construction
  - c. Landscape

23. Royal Pine Estates Entry Sign Improvements (PW2207)
  - a. Design
  - b. Construction
24. LaMancha Underdrain (PW2204) [ARPA Funded]
25. FOC Improvements
  - a. Roof Replacement (PW2201)
  - b. Window Replacement (PW2206)
26. Canal Back Maintenance (PW2205) [ARPA Funded]
27. Bus Shelters Replacements(PW22BS)
28. Fountain Replacement (PW2208)
29. Camellia Park Drainage Improvements (PR1822) [ARPA Funded]
30. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Installation
31. Katz Soccer Complex Improvements: Soccer Fields Renovation Project
32. RPB Commons Large Pavilions [2]: Award Bid and Construction
33. Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence (PR1807): Construction
34. Gazebo in Homeplace Park: Construction
35. Various Playgrounds: Install Shade Structures (2) –
  - Robiner Park
  - Preservation
36. Sporting Center: Lighting Replacement (Main Floor); Design (Internal)
37. FPL Pathway Dry Detention Ponds (EN1904): Construction
38. Preservation Park Additional Pickle Ball Courts (4)
39. Southern Boulevard Park (PR1901): Grant Application
  - a. Design
  - b. Construction
40. Park Road North Parking and Pathway (EN 2201)
41. RPB Commons Park Perimeter Pathway Lighting (PR1903): Construction
42. RPB Common Disc Golf Course 2
43. Veterans’ Park Playscape Replacement
44. Tennis, Basketball Courts and Skate Park Resurfacing
45. Annual Vegetation Maintenance
46. Annual Sidewalk Trip Hazards Repair
47. Road Re-Surfacing (PW21RR): Design
48. Guard Rail Replacement (FY ’23)
49. Street Light Replacement – LaMancha (PW2105)
50. Lake Bank Stabilization Project (EN 2301)



51. ADA Improvements – Phase II (EN 23)
52. Crestwood Boulevard and Recreation Connector Project Development
53. FPL Pathway Dry Detention Ponds (EN1904)
54. Canal System Rehabilitation (SW1901)
55. Road Resurfacing Design (PW19RR) (PW22RR): Award Completion
  - a. Barcelona Drive
  - b. Bilbao Street
  - c. Bob White Road
  - d. Chestnut Circle
  - e. Coco Plum Court
  - f. Copperwood Circle
  - g. Easton Court
  - h. Emerald Court
  - i. Goldfinch Lane
  - j. Habitat Court
  - k. Kent Court
  - l. Las Palmas Street
  - m. Laurel Way
  - n. Locust Lane
  - o. Mandeville Lane
  - p. Monterey Way
  - q. Morgate Drive
  - r. Natures' Way
  - s. Nottingham Road
  - t. Park Road North
  - u. Park Road South
  - v. Rainforest Court
  - w. Royal Palm Boulevard
  - x. Sandpiper Avenue
  - y. Saratoga Boulevard
  - z. Segovia Avenue
  - aa. Sparrow Drive
  - bb. Sycamore Drive
  - cc. Twin Lakes Way
  - dd. Valencia Street
  - ee. Venetian Lane
  - ff. Wildcat Way

# **Successes for 2022 – 2023**

## **Mayor and Village Council**

### **Village of Royal Palm Beach**

1. Balanced Budget with No Millage Increase
2. Recreation Center: Design
3. Public Information/Marketing Program Director: Hired
4. WestFest Returned
5. Senior Transportation with Wellington Cares
6. Bus Stop Installation (2) and Delivered (2)
7. Café in Veterans' Park
8. Senior Programming Expansion
9. New Residents and Businesses Packets
10. Treasure Coast Study State Road 7: Vision and Plan, Community Involvement and Received by Mayor and Council
11. Feeding South Florida: Continued Effort and Support
12. Electric Vehicles Preparation and Charging Stations
13. Art in Public Places Program
14. Community Connection Magazine
15. Strategic Plan and Action Agenda 2022: Execution and Delivering Results for our Community
16. Crestwood Park North Development

17. Recreation Program: Return from COVID Pandemic
18. Village Hall: Under Construction
19. MLK Event
20. Rent Notification
21. Bike Rentals at RPB Common Park
22. Robiner Park Upgrades
23. Permitting Online: Working Well, Positive Feedback
24. Shakespeare in the Palm – 3<sup>rd</sup> Year
25. Art for the Cultural Center: Commissioned

**C**

**Department Performance 2022 – 2023**

# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Clerk’s Office

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

<b>Success:</b> Preparation for the 2023 Municipal Election
<b>Impacts:</b> Prepared packets for candidates as well as qualified Groups 2 and 4
<b>Success:</b> Coordinated, completed and retained Village wide response to approximately 500 Public Record Requests****
<b>Impacts:</b> Transparency in government
<b>Success:</b> Processed 977 Municipal Lien Searches
<b>Impacts:</b> Fast response helps residents streamline refinancing, sells and purchases of homes and satisfies code enforcement liens.
<b>Success:</b> Processed 48 new RV Lot lease request along with tracking and enforcing existing leases for 222 residents****
<b>Impacts:</b> Offers residents the option for economical and convenient RV storage and prevents possible code violations.
<b>Success:</b> Established contact and possible partnership with WPBF and Hubbard Radio Group as well as other local news/media outlets
<b>Impacts:</b> Increased community interaction, engagement and reach a larger audience
<b>Success:</b> Implemented Electronic Magazine Software for Community Connections
<b>Impacts:</b> Greater accessibility with less costs, allowing real time updates

<b>Success:</b> Increased community engagement on Village social media accounts
<b>Impacts:</b> Larger attendance at Village Events

<b>Success:</b> Worked with IS to implement Archive Social for records retentions for social media accounts as well as maintaining Laserfiche document imaging program
<b>Impacts:</b> Provides access to respond to public records request and convenient accessibility for all departments.

<b>Success:</b> Transitioned Village website content management from Information Systems to PIO****
<b>Impacts:</b> Resulting in uniformity of tone, concise communication and shorter turnaround time for updates by eliminating the go between

<b>Success:</b> Assist the Mayor in updating the VECTOR each month
<b>Impacts:</b> Personal interaction between the Mayor and residents.

<b>Success:</b> Published Public Notices and updated Electronic Signs, Channel 18 to communicate Village meetings and activities to residents
<b>Impacts:</b> Increase awareness of Village information to residents.

# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Community Development

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

<b>Success:</b> Transitioned and implemented Project Dox Version 2****
<b>Impacts:</b> Customers and staff working with updated and more efficient E permitting software.
<b>Success:</b> Completed nearly 100% of Bella Sera SF Home permitting and completion****
<b>Impacts:</b> Swift paced construction needs met demands of service.
<b>Success:</b> Delivered timely public records requests in compliance with State Law****
<b>Impacts:</b> Upheld Village policy guidelines and State Law providing access to our records.
<b>Success:</b> Maintained effective CE service level.
<b>Impacts:</b> Established property and quality of life standards maintained.
<b>Success:</b> Reviewed and revised Municipal and Zoning codes related to “Shipping Container” guidelines, Swale and roadway Parking, Fence standards, LP Gas Standards and Accessory Structures regarding sheds and subsequent aesthetics.
<b>Impacts:</b> Proactively reviewing existing codes to protect property values and enhance quality of life for residents.
<b>Success:</b> Publix remodel and construction 85% complete.
<b>Impacts:</b> An organized review and adherence to construction plans has minimized impacts on adjacent businesses.

<b>Success:</b> Pioneer Road Townhomes completed
<b>Impacts:</b> Another area of SF homes completed.



# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Engineering

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Robiner Park Pathway & Kayak Launch (PR1807) – complete construction\*\*\*\*

**Impacts:** Completed the renovation of the parking lot, dog park, and 4,000 ft of pathways. The aesthetics and usability of these facilities have been vastly improved. Constructed a public ADA-accessible kayak launch and maintenance boat launch ramp.

**Success:** The Village successfully prepared for and responded to Tropical System Ian\*\*\*\*

**Impacts:** Debris was cleared from roadways and drainage systems within hours of the storm passing. Minimal damages to public property. Village services were back to normal the morning after the storm.

**Success:** ROW and Engineering Permit Inspections are entered through Survey123 application and "route" to necessary staff automatically\*\*\*\*

**Impacts:** The use of survey123 and task automation tools save time and allows outside agencies to request inspections. The system feeds a dashboard that tracks inspections for various projects.

**Success:** Commons Perimeter Pathway Lighting (PR1903) – complete construction

**Impacts:** Installed 55 decorative LED light poles around the perimeter pathways of Commons Park, improving safety and aesthetics. The project also involved installing conduit for future use for CCTV cameras.

**Success:** Bike Path Trailhead and Signage Plan(EN2102)-TPA Grant application

**Impacts:** Grant application was approved and the project was included in the TPA's FY 24-28 Project Priority List for \$594,197 of grant funding for FY26 or 27. A formal grant agreement will be secured in FY23.

<b>Success:</b> Roll-out of Field maps (ESRI app) on mobile devices to replace the Collector app. Update training materials for new application.
<b>Impacts:</b> Field maps brings new functionality to mobile data collection for field workers and replaces the Collector application.

<b>Success:</b> License Plate Reader Cameras (EN2105) – complete construction
<b>Impacts:</b> Constructed license plate reader cameras at 8 intersections along the boundary of the Village, allowing PBSO to monitor vehicles entering or leaving the Village.

<b>Success:</b> Floodplain Ordinance Update - The Village made necessary ordinance updates in order to comply with current FEMA and CRS regulations.
<b>Impacts:</b> The Village completed necessary ordinance updates to maintain program compliance and prepare for CRS cycle visit.

<b>Success:</b> Automated mapping of open building permits. Webmap and apps to visualize status.
<b>Impacts:</b> Open permits are now being mapping based on a daily (overnight) report that shows current active permits and are dynamically mapped to allow internal users to easily search open and active permits on a web map.

<b>Success:</b> The Village successfully prepared for and responded to Tropical System Nicole
<b>Impacts:</b> Debris was cleared from roadways and drainage systems within hours of the storm passing. No damage to public property. Village services were back to normal the morning after the storm.

<b>Success:</b> FPL Street Light Conversion to LED (EN2004)– Convert Crestwood Unit 3 & Cypress Head lighting to LED
<b>Impacts:</b> Converted 100 residential streetlights from HPS to LED, thus reducing energy use while increasing visibility.

# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Finance

Please list your department’s most important achievements that were completed during 2022-2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Obtained Budget Award.

**Impacts:** Recognition from the GFOA and peers for presenting a budget document that meets budgeting standards as promulgated by the GFOA.

**Success:** Obtained the Certificate of Achievement in Financial Reporting.

**Impacts:** Provides rating agencies data to create debt ratings for the Village. Meets required criteria from the Governmental Financial Officers Association (GFOA) and the Government Accounting Standards Board (GASB).

**Success:** Completed 5-year Revenue and Expenditure model/estimates.

**Impacts:** Will assist developing future Operating and Capital budgets.

**Success:** **Balanced Budget without a tax increase\*\*\*\***

**Impacts:** Twenty sixth year without a tax increase resulting in savings to RPB residents and business.

**Success:** Completed Village 5-year capital with revenue and projects.

**Impacts:** Village residents continue to enjoy well maintained existing and new facilities.

**Success:** **Federal American Rescue Dollars: Quarterly Reporting\*\*\*\***

**Impacts:** Received all of the ARPA dollars and are meeting the reporting requirements of the granting Agency to reflect all dollars spent by approved categories

# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Human Resources and Risk Management

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

<b>Success:</b> Implementation of BENTEK software and Open Enrollment done electronically****
<b>Impacts:</b> Information on Benefits is readily available to all employees via their own portal and changes/selections/open enrollment is done with electronic selection to lessen human error and keying of elections into the system. The transfer of information from BENTEK to Naviline is efficient and has eliminated a lot of manual keystrokes of information that was an opportunity for errors. BENTEK transfer data file to all carriers changing benefits and is much more efficient and accurate than manually entering the information into each carrier’s portal.
<b>Success:</b> Addition of a benefits person for the HR department by splitting payroll position****
<b>Impacts:</b> The benefits person will become proficient in the BENTEK system and be able to generate reports, check for anomalies and process/balance the carrier bills quickly and efficiently. The employees will be able to discuss benefit/payroll impacts with one person regarding premiums and retirement impacts to paycheck where before it was a two-department process to explain and calculate.
<b>Success:</b> Getting the Wellness program back to what it was previous to COVID
<b>Impacts:</b> Biometrics sign up was not as high as we have previously had, however, we are starting back up wellness seminars and announcements to employees via personal emails.
<b>Success:</b> Filled open Payroll/Benefits position fairly quickly
<b>Impacts:</b> Key position in the Finance department and HR partner in getting people paid and having a new person trained and understanding our systems for continuity of operations.

**Success:** Managed to support all the HR and Risk functions while 1 staff person was out on a leave of absence via working virtual and doing partial work

**Impacts:** Was able to still meet the needs of our department with limited resources and help. Although there was a time lag and service was not at the previous level, we still recruited and hired people without a long lag time and tried to meet all the needs of all our customers and other departments.

# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Information Systems

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

<b>Success:</b> Deployment of cloud-based GoToConnect VoIP (digital) unified communications system that combines phone service with audio and video conferencing services****
<b>Impacts:</b> <ul style="list-style-type: none"><li>• Replaces dated, costly copper PBX phone lines<ul style="list-style-type: none"><li>• Seamless emergency fail-over. No forwarding calls manually to copper or cell phones</li><li>• Phone calls can be made/received on a handset, computer soft phone app, or use of a mobile device as virtual office phone.</li><li>• Eliminates ongoing costs for third-party call accounting software</li><li>• Reduces ongoing costs of telephone services by 40%</li></ul></li></ul>

<b>Success:</b> Launch of ProjectDox Community Outreach weekly LIVE webinars****
<b>Impacts:</b> Speeds up plan approval and permitting processes by providing direct technical assistance to residents and contractors with ProjectDox online building permit and planning approval application submittal and electronic plan review processes/software.

<b>Success:</b> Replaced Village-wide emergency fire/burglar/call out copper phone lines with cellular (digital)****
<b>Impacts:</b> As providers discontinue upgrades to copper infrastructure, cellular provides a more reliable connection for alarms and emergency call out lines, at significant cost savings to the Village.

<b>Success:</b> Obtain and adopt royalpalmbeachfl.gov as Village’s official domain name space. Migrate public emails and website to “.gov” domain name space.
<b>Impacts:</b> When government organizations use a .gov domain name to serve the public on the internet, they make it easy to know that their services are official. Adopting a .gov domain name gives visitors confidence the information is from a trusted official government site and emails they receive from that particular domain are genuine.

<b>Success:</b> Complete upgrade of ProjectDox 9.2 Building Permits and PZ Planning Approval online application and electronic plan review software.
<b>Impacts:</b> Version 9.2 added features allow for better end-user and applicant experience and productivity. To include micro video instructions to applicant at the application level

<b>Success:</b> Deployed RecTrac Leisure Services Management software new credit card hardware/software upgrades.
<b>Impacts:</b> Enables collection of convenience fees on over the counter and online credit card transactions.

<b>Success:</b> Deployed enhanced FOC Campus video surveillance cameras
<b>Impacts:</b> High-definition surveillance video will allow Public Works to best protect its grounds 24x7x365, and gather valuable incident evidence

<b>Success:</b> Migrate all Village surveillance cameras to Avigilon Cloud
<b>Impacts:</b> This provides anywhere/anytime access to departments to view live/recorded and export video from all cameras via any Internet browser.

<b>Success:</b> Complete integration of cloud-based Open Enrollment/Benefits BenteK and on-prem Naviline Personnel database.
<b>Impacts:</b> Provides employee anywhere/anytime access to view/edit benefits online. The 2-way integration eliminates possible manual data entry errors to Naviline Personnel record. .

<b>Success:</b> Security Measures and Data Protection Enhancements <ul style="list-style-type: none"><li>• Deployed email breach detection, prevention, investigation, and response protection against sophisticated attacks. It inspects email hyperlink and tracks users' hyperlink links. Providing additional level of security and identifies non-compliant users.</li><li>• Ongoing separation of integrated operational systems (IOT) such as phones, cameras, weather station from Village secured network data. Protects Village data from third-party IOT device vulnerabilities.</li><li>• Implementation of mandatory cyber security training for new employees and ongoing yearly cyber security training for all employees.</li></ul>
<b>Impacts:</b> Strong security measures and segmentation of network traffic mitigates possible financial loss, employee identify theft, login account takeover, and short/long term interruption of critical services to residents due to a cyber-attack or compromised user account.

# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Parks & Recreation

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

<b>Success:</b> Created and hired a Public Information Supervisor
<b>Impacts:</b> Increased awareness of programs and services offered by the village.

<b>Success:</b> Enhanced community events: add mechanical rides, alcohol sales, upgrading entertainment adding Westfest
<b>Impacts:</b> Attendance increased @ 20%

<b>Success:</b> Presented Shakespeare Under the Palms “Richard II
<b>Impacts:</b> Attracted @ 600 patrons over the weekend.

<b>Success:</b> Commons “Lakeside Café” Opening
<b>Impacts:</b> Provides food service to our park patrons as well as catering service to renters of the banquet room.

<b>Success:</b> Kite Event established
<b>Impacts:</b> Another activity offered at Commons park for our resident to participate

<b>Success:</b> Distributed “Community Connection” Parks and Recreation guide
<b>Impacts:</b> Informs the public of programs and services provided by the village.

<b>Success:</b> New shade structures in Preservation and Todd Robiner playgrounds
<b>Impacts:</b> Protects children as well as the playground equipment from the sun.



<b>Success:</b> Katz Soccer fields renovation****
<b>Impacts:</b> Safer playing surface

<b>Success:</b> Installation of Gazebo in Homeplace park
<b>Impacts:</b> Replacement of one that was previously there. Also provides shelter for students while waiting for their school bus.

<b>Success:</b> Re-established “Westfest” community event
<b>Impacts:</b> @ 20,000 in attendance

<b>Success:</b> Sporting Center lighting replacement
<b>Impacts:</b> Improves general lighting along with energy saving lighting.

<b>Success:</b> Pickleball Courts (4) installed in Preservation Park****
<b>Impacts:</b> Addresses the high demand from the village residents.

<b>Success:</b> 2 <sup>nd</sup> . Disc Golf Course established in Commons Park****
<b>Impacts:</b> Provides an additional venue for existing players as well as a course that is shorter and less challenging course for the beginner.

<b>Success:</b> (6)Tennis, (2)Basketball & (1)Skate Park resurfaced
<b>Impacts:</b>

<b>Success:</b> Established a Bike Rental program in Commons park
<b>Impacts:</b> Another service offered to our visitors.

<b>Success:</b> Artificial Turf Safety Surface installed under playscape in Preservation Park.
<b>Impacts:</b> Provides a much safer facility which will help to prevent serious injuries from falls.

<b>Success:</b> Feeding South Florida
<b>Impacts:</b> Provided 3.4m meals to the general public

<b>Success:</b> Young at Heart has approximately doubled its membership from last fiscal year with a total of 205 members. Memberships include luncheons, breakfasts, parties and trips
<b>Impacts:</b> Seniors citizens in the local community have improved their quality of life through social activities.

<b>Success:</b> We have re-established the Daily Congregate Meal Program with 175+ registered senior participants.
<b>Impacts:</b> Seniors citizens in the local community have improved their quality of life through social activities and lunches.

<b>Success:</b> We have formed relationships with Bj’s, Publix and Panera bread. They provide us with donations such as; baked goods, produce, nutritional drinks, books and more on a daily basis.
<b>Impacts:</b> This has improved our Senior programming and provided additional services to our registered seniors.

<b>Success:</b> We have re-established 20+ senior programs that we conduct on an annual basis. Including lunch n learns, writing club, crochet & knitting, painting, chair yoga, tai chi and more.
<b>Impacts:</b> Seniors citizens in the local community have improved their quality of life through social and fitness activities.

<b>Success:</b> Re-established the father/daughter Dance at the Cultural Center with 75+ participants.
<b>Impacts:</b> Allowed the local community fathers/parents to enjoy an evening event with their child/daughter.

<b>Success:</b> Established a quality golf program at Commons Park
<b>Impacts:</b> Provided quality youth and adult athletic leagues for the local community.

<b>Success:</b> Commons Café operation
<b>Impacts:</b> Food and Beverage service to the park visitors

<b>Success:</b> Sporting Center Lighting upgrade to LED
<b>Impacts:</b> More efficient lighting.

# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Planning and Zoning Department

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

<b>Success:</b> Weekly Staff Meetings
<b>Impacts:</b> Provides an opportunity for the Dept. to meet to discuss current development projects. The development application spreadsheet is updated.

<b>Success:</b> Successfully implement the States regulatory requirements regarding the locational requirements for Community Residential Homes****
<b>Impacts:</b> This assures the Village’s is in compliance with State Statute and assures that an over concentration doesn’t occur.

<b>Success:</b> Monitored the effectiveness and updated, when necessary, the Standard Operating Procedures for the Development review for Architectural Approval; Chapter 09 Fences, Wall, and Hedges Variation Review Procedures; Chapter 15 Landscape Plan Waiver Review Procedures; Chapter 26 Development Review Procedures; Chapter 20 Sign Variance Review Procedures; and Chapter 23 Parking Variance Review Procedures.
<b>Impacts:</b> This creates clear method for the review of development request.

<b>Success:</b> Successfully provided research and/or responded to 168 open records requests through the Village Clerks Office and Contact a Department.
<b>Impacts:</b> Successfully provided requested information in a timely manner to promote excellent customer service.

<b>Success:</b> An Inventory Map is currently being maintained for all Village owned properties; properties with realistic development potential were selected; Highest/best uses (Comprehensive Plan Designations) for the properties have been assigned and maps have been created
<b>Impacts:</b> It provides for a quick reference for Staff and for potential buyers.

<b>Success:</b> Maintain a development application spread sheet for all incoming development projects.
<b>Impacts:</b> Provides for more efficiency and accountability for development applications in review tracking submittal dates, meeting dates, advertising dates.

<b>Success:</b> Continue to provide an efficient review and management of development applications which consisted of 182 Land Development Applications last year****
<b>Impacts:</b> Allows Applicant to get through the approval process in a timely manner to begin construction and bring financial gain to the Village in the way of application fees, impact fees, permit fees, taxes, etc.

<b>Success:</b> Continue to provide an efficient review of building permits which consisted 1,087 permits.
<b>Impacts:</b> Building permits generally correspond to land and building improvements, which in turn usually puts upward pressure on property values and increases the tax base.

<b>Success:</b> Successfully met the State Law and Village Code for public notice requirements for development projects processed through Planning and Zoning Department.
<b>Impacts:</b> Provides a method of informing the public regarding development applications in accordance with Village and State requirements.

<b>Success:</b> Continue to update Project Maps and Various Zoning Maps to satisfy Strategic Plan Management Action G-2MIP14.
<b>Impacts:</b> This provides an information resource for Staff and the Public.

<b>Success:</b> Updated the Development Application Manuals to satisfy Strategic Plan Management Action G-2MIP39.
<b>Impacts:</b> This provides tailored applications for each of the Development Application types.

<b>Success:</b> Completion and receipt of the State Road 7 Corridor Study to satisfy Strategic Plan Policy Action G-4PA01.
<b>Impacts:</b> This provides potential development perspectives for four redevelopment sites along State Road 7.

**Success:** Completion of the Comprehensive Text and Land Use Amendment; and Rezoning of Southern Blvd. Pod 6 to satisfy Strategic Plan Policy Action G-4PA03\*\*\*\*

**Impacts:** This provides potential development perspectives for four redevelopment site along State Road 7.

# DEPARTMENTAL SUCCESSES 2022 – 2023

## Royal Palm Beach, Florida

April 2023

### DEPARTMENT: Public Works

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Trucks, PW22TR; DPW requisitioned the replacement of one (1) trucks in the DPW fleet. The truck was scheduled to be delivered July 2023. Ford cancelled the order. We are currently evaluating options for the replacement of this van.

**Impacts:** The replacement of vehicles are done in accordance with the Public Works Vehicle Replacement Guidelines.

**Success:** Street Sweeper, PW2303; DPW requisitioned the purchase of a street sweeper. The street sweeper is scheduled to be delivered in June 2023\*\*\*\*

**Impacts:** The street sweeper will be used for cleaning streets to keep trash and debris out of the Village stormwater system. Street sweeping is fundamental to our stormwater management plan.

**Success:** Okeechobee Blvd West Landscape Improvement, PW2006; DPW contracted and completed the improvements with funding from the CIP Beautification Fund. The project consisted of landscape & irrigation improvements on Okeechobee Blvd from Crestwood Blvd to Folsom Rd.

**Impacts:** The landscape improvements were completed to enhance the aesthetic and visual perception of the Village.

**Success:** Royal Pine Estates Entry Sign Improvements, PW2207; DPW completed the landscape and irrigation with funding from the CIP Beautification Fund. The irrigation and landscaping were installed using in-house labor.

**Impacts:** The landscape improvements were completed to enhance the aesthetic and visual perception of the Village.

<b>Success:</b> Civic Center Way Monument Signs, PW2004; The VH Contractor has completed the construction of the monument and wayfinding signs.
<b>Impacts:</b> The monument signs identify the locations of the Cultural Center, the Palm Beach County Library, and PBC Midwestern Service Center.

<b>Success:</b> Sidewalk Trip Hazards; DPW completed the repair of sidewalk trip hazards throughout the Village that were identified in FY2022.
<b>Impacts:</b> The sidewalk maintenance program is needed to provide safe pedestrian use of the Village sidewalks.

<b>Success:</b> Sidewalk Pressure Cleaning; DPW issued a NTP for the two (2) pressure cleaning contracts. Completed the sidewalk pressure cleaning work for FY2022 in June 2022. DPW issued an invitation to bid (ITB) and awarded the contract for FY23.
<b>Impacts:</b> The sidewalk pressure cleaning is done annually and includes sidewalks along Village owned properties and private properties that abut major roadways and that don't have an HOA. The work provides safe, clean surfaces for pedestrian travel and improves the aesthetics of the roadway.

<b>Success:</b> Bus Shelters, PW22BS; DPW issued a P.O. in February 2022 for the replacement of a bus shelter that was destroyed in an automobile accident in January 2022. DPW received notification that the shipping of the bus shelter would be delayed. The bus shelter finally shipped in January 2023 and was received in February 2023. DPW will schedule the installation of the bus shelter.
<b>Impacts:</b> The bus shelters are designed to meet ADA requirements. The shelters will benefit the users of the Palm Tran system by providing cover during inclement weather.

<b>Success:</b> Backflow Preventer Replacement, PW22BF; Ongoing project. FY22 work complete.
<b>Impacts:</b> The backflow preventer replacement project is to insure that all backflows are tested, repaired and/or replaced, as needed, annually. The program is required by Palm Beach County cross-connection control rules.

<b>Success:</b> Street Restriping, PW22SR: Completed restriping of Park Road N for the new Flashing Beacons at Cypress Trail Elementary School.
<b>Impacts:</b> The street restriping was completed in accordance with FDOT standards and the design plans for the Flashing Beacons. The striping benefits the traveling public by increased visibility of the roadway markings.

**Success:** Street Sign R&R, PW22SS; Completed the purchase and installation of all signs in Zone 5.

**Impacts:** The Street Sign R&R project was expanded to meet the MUTCD sign retro-reflectivity requirements that went into effect in January 2012. The MUTCD retro-reflectivity requirements ensure that traffic signs are maintained at a minimum retro-reflectivity so that they will be visible to drivers at all times, both day and night.

**Success:** Street Light Replacement - LED, PW2102; DPW issued P.O.'s for the purchase of 186 LED fixtures for the La Mancha subdivision; and, 115 LED fixtures for the Willows subdivision. We completed the installation of 96 fixtures in La Mancha subdivision.

**Impacts:** The project is a multi-year project. The LED fixtures are significantly more energy efficient and have a longer life than the existing fixtures.

**Success:** Guard Rail Replacement, PW2104; DPW issued a P.O. for the replacement of guard rail on Goldfinch Ln. and Bobwhite Rd. bridges.

**Impacts:** The project is a multi-year project that is to replace the guardrail with current FDOT standard guardrail. The FY2022 work is complete.

**Success:** Street Light Replacement - La Mancha, PW2105; DPW issued P.O.'s for the purchase of concrete poles, fixtures and fixture arms for twenty (20) lights on Ponce de Leon.

**Impacts:** The existing lighting has reached its useful life and needs to be replaced. The project is a multi-year project.

**Success:** School Zone Flashing Beacons, PW2107; DPW issued a P.O. for the remaining fifteen (15) school zone flashing beacons and bases needed for Crestwood Middle School and H.L. Johnson Elementary School. DPW completed the installation of the school zone flashing beacons in August 2022. The Village met the FDOT requirement for school zone flashing beacons. In consultation with the Village Engineer, we expanded the scope of the project to include rectangular rapid flashing beacons (RRFB) at six (6) locations. The plans were revised to include the RRFB's and DPW issued a P.O. for the material needed for the install\*\*\*\*

**Impacts:** The project is needed to comply with FDOT requirements for school zone flashing beacons. The requirement must be met by 2022.



**Success:** Evaluation of the Effectiveness of the Village’s Stormwater Management Program (SWMP); DPW entered into a CSA with CDM Smith to provide an update to the evaluation of our SWMP. CDM Smith is completing the evaluation and will determine if the Village’s SWMP remains effective and no changes or additional best management practices are needed\*\*\*\*

**Impacts:** The Update of the Evaluation of the Effectiveness of the Village’s Stormwater Management Program (SWMP) is a requirement of the Village’s NPDES MS4 Permit and will be submitted with the FY2022 Annual Report.

**Success:** Bridge Slope Stabilization, PW1806; This project is funded with ARPA Fund 105. The next four (4) bridges to be completed are Ponce de Leon Rd., Madrid St. and the 2 bridges on La Mancha Ave. This is a multi-year project with twelve bridges to be completed.

**Impacts:** The project is designed to re-establish the canal banks and channel under the bridge. This project is required to meet State of Florida requirements for bridge maintenance.

**Success:** Drainage System Improvements, PW1903; The original scope of work for this project was to eliminate the choke points in the drainage system at Heron Parkway. DPW included this project in the ARPA Fund 105. The project scope was expanded to address all of the improvements that were identified in the Village’s Stormwater Master Plan dated May 2015. DPW issued a CSA for the design of the improvements and the design is currently being worked on.

**Impacts:** The drainage pipes need to be replaced with larger pipes to increase the flow capacity, eliminate choke points, and alleviate localized flooding issues.

**Success:** La Mancha Sub-Div Drainage, PW2204; This project is funded with ARPA 105 fund. The project is for the installation of underdrain along roadways in the La Mancha Subdivision. DPW issued a CSA for the design of these improvements and the design is currently underway.

**Impacts:** The roads in the proposed locations are being damaged by high groundwater, which is exacerbated during the rainy season. The underdrain is designed to lower the groundwater table at the road and protect the roadway base.

**Success:** FOC Roof Replacement, PW2201; DPW bid and awarded the construction of the new roof and painting of FOC\*\*\*\*

**Impacts:** The roof replacement is part of the Village’s roof replacement program.

<p><b>Success:</b> FOC Window Replacement, PW2206; DPW bid and awarded the window replacement at the FOC. The windows will be replaced with impact windows.</p>
<p><b>Impacts:</b> The window replacement with impact resistant windows will protect the building during a wind storm event.</p>

<p><b>Success:</b> Bus Shelter Enhancement, PW2022; DPW issued a P.O. for two (2) small bus shelters that will be installed at stops with no shelter provided.</p>
<p><b>Impacts:</b> The bus shelters are designed to meet ADA requirements. The shelters will benefit the users of the Palm Tran system by providing cover during inclement weather.</p>

**DEPARTMENTAL SUCCESSES 2022 – 2023**  
**Royal Palm Beach, Florida**  
**April 2023**

**DEPARTMENT: Palm Beach County Sheriff’s Office District 9**

---

Please list your department’s most important achievements that were completed during 2022 – 2023 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

<p><b>Success:</b> Operation Pill Drop at the Palm Beach County Sheriff’s Office District 9 Substation has been a success since being brought to The Village of Royal Palm Beach and has provided the opportunity for residents in the Village and surrounding areas to drop off unused/unwanted prescription drugs to be properly disposed of safely and effectively.</p>
<p><b>Impacts:</b> This program removes thousands of pounds of unwanted/unused prescription drugs from the homes of residents in Royal Palm Beach therefore minimizing the opportunities for those drugs to be inappropriately used or stolen. Prescription Drug Overdoses continue to be a growing problem not only in Palm Beach County but throughout the country. The residents of Royal Palm Beach have come to rely on the Pill Drop to dispose of their unwanted prescription drugs. Last year the lobby reopened to full operation on 2/14/2022; however, in that time 126 lbs. of unwanted pills were processed through evidence to be destroyed.</p>

<p><b>Success:</b> The P.B.S.O. COP Units are utilized for traffic control, crash incidents, high profile events, business checks and special projects. PBSO ensures C.O.P personnel are constantly provided with new innovative training, and updated equipment. In 2022 volunteer hours totaled 762 hours which is a cost savings to the Village of \$22,821.90 and conducted 31,947 business checks.</p>
<p><b>Impacts:</b> Volunteers are a valued asset at the Sheriff’s Office and in District 9. Supervisors often utilize these individuals for a plethora of community events within the Village of Royal Palm Beach. District 9 is fortunate to have volunteers that are highly skilled and trained in traffic and parking enforcement aspects.</p>

**Success:** District 9 is fortunate to be the only district in Palm Beach County to have a Community Outreach Coordinator assigned to the district. Communication is the key to a successful partnership with residents and business owners. Community meetings, Crime Prevention Meetings and Neighborhood Watch Programs are planned and carried out regularly at the request of the communities. This partnership helps assist in keeping the lines of communication open between law enforcement and the community. Participating in and organizing community programs and events are on the forefront of District 9’s ability to stay visible and part of the community. The Community Outreach Coordinator is someone the community members in Royal Palm Beach have come to rely on for a seamless line of communication with the Sheriff’s Office. This allows the Sheriff’s Office to remain in touch with members of the community, which is essential, especially when trying to reduce crime and encourage the reporting of crimes and suspicious incidents. Additionally, the Community Outreach Coordinator attends meetings, coordinates and attends many special projects, which include: Easter Bunny Inc., School Supply Drive with local elementary schools, Conversation with a Cop, Shop with a Cop, Annual Principal’s Breakfast, Trunk or Treat and several Law Enforcement Appreciation presentations.

**Impacts:** The Community Outreach Coordinator works closely with all deputies in District 9 and surrounding districts encouraging them to utilize crime prevention strategies and education when dealing with those they come in contact with daily thus instilling the true principles of Community Policing. Public speeches and Crime Prevention Training is often requested and supplied to civic groups, organizations, clubs and children’s groups to educate those who may fall victim to would-be-criminals. Many people are taught and influenced in the area of crime prevention each year which is an essential part of reducing crime and apprehending criminals. The contact made through deputies and the Sheriff’s Office participating in outreach programs/events has made community members more at ease when having to contact or deal with law enforcement officials if a situation deems it necessary.

**Success:** The District 9 Evidence Room was strategically relocated last year, and in 2022 created a more professional process which not only expanded the ability to accommodate larger seized items but also has a much greater capacity to store more items than the previous location.

**Impacts:** This area efficiently allows deputies from District 9 and surrounding districts to process and secure evidence. Deputies are able to write reports in the Report Writing Room and process all evidence in the same location. This makes it more convenient when there are multiple pieces of evidence that need to be processed and diminishes room for errors.

**Success:** High profile, proactive approaches to combating Vehicle and Residential Burglaries is essential and one of the top priorities in District 9. Deputies are encouraged to patrol school zones while looking for and apprehending would-be criminals during the day time hours. Due to schools returning to classroom teaching during the 2022 school year, deputies concentrated patrolling in neighborhoods resulting in 5 Truants being returned to school in 2022.

**Impacts:** Proactive, high visibility posture taken by deputies in and around residential neighborhoods continuously assists in minimizing students from skipping school. As the classroom learning continues, truants will continue to be returned back to school where they belong. This will help in minimizing the chances they will commit a crime of opportunity in and around the school or in their communities.

**Success:** Due to the increase in violence on school and college campuses throughout the country, continued training and seamless partnerships with local schools and administrators is crucial! Emergency plans are kept up to date at District 9 so all first responders have up-to-date information if responding to a call for assistance. Additionally, every deputy in the district was given access to the school through either a key or a swipe card for emergency purposes.

**Impacts:** Communication is essential!! Creating a partnership with Principals and School Board Police Officers helps break down barriers and allows everyone to be on the same page if a response is ever needed at one of the local schools.

**Success:** P.B.S.O. District 9 is one of only four locations throughout Palm Beach County that provides fingerprinting services. In 2022, District 9 began processing Level 2 fingerprints with photos, and processed 1343 requests.

**Impacts:** The Palm Beach County Sheriff's Office offers those in and around Royal Palm Beach this service thus creating an additional service to the public.

**Success:** Inter-agency Units Proactive Approach to Crime and Crime Prevention. Through the utilization of all P.B.S.O. assets/units, District 9 is able to request and deploy an array of different policing tactics depending on current needs and criminal activity. In 2022 Mounted Unit hours totaled 26 hours, Bike hours totaled 347 hours and Marine Unit hours totaled 35 hours.

**Impacts:** The utilization of units such as Marine, Motors, Mounted, K-9, S.P.O.T. (Sexual Predators & Offenders Tracking Program), Gang Unit, Narcotics Bureau, Violent Crimes Bureau, and the Eagle Helicopter, District 9 increases the ability to thwart crime and apprehend suspects when needed. In addition to these units, PBSO District 9 has many bike certified deputies who are able to travel in and out of areas without being detected thus allowing arrests to be made where otherwise marked units would not be able to patrol.

**Success:** Utilizing Specialty equipment for additional patrol, special events and specific complaints in the Village of Royal Palm Beach enhances the ability to catch would-be-criminals. Three (3) additional deputies were Boat trained and certified in 2022.

**Impacts:** Patrol vehicles cannot get everywhere; therefore, there are several different modes of transportation utilized to catch criminals in the act. Boats are certainly one of those modes, and allows law enforcement to patrol parks, and other areas that would be difficult for regular patrol vehicles to access. These assets are utilized frequently for regular patrols, special events and surveillance.

**Success:** District 9 has a full time ARU Specialist assigned to the front lobby as the first point of contact with the public. This person identifies the need of individuals whether it be for fingerprinting, reporting an incident or need general law enforcement guidance and renders assistance. Customer Service is essential, and the District 9 ARU Specialist provides that to the Royal Palm Beach community\*\*\*\*

**Impacts:** This position has allowed more individuals to take advantage of the services provided by the District 9 Substation as well as free up any deputy needing to respond to handle calls for service. In 2022 the District 9 ARU Specialist handled 146 calls with 96 case numbers pulled.

**Success:** District 9 utilizes unconventional ways to thwart crime and remain high profile in the Village of Royal Palm Beach. The four passenger Polaris 4X4 and the ATVs allow deputies to travel in areas that are difficult for patrol vehicles to patrol.

**Impacts:** Specialty vehicles such as these are truly an asset to District 9. Many special events and/or high-profile calls require a need for vehicles which provide higher visibility and maneuverability than a patrol vehicle. The Polaris 4X4 and ATVs allows District 9 certified personnel to respond to events and incidents as needed.

**Success:** District 9 participated in several agency-wide operations:

- Operation Bus Stop Safety
- Operation Safe Ride (Bike Helmets – Cypress Trails & R.P.B. Elementary)
- Operation: Safe Zones Keeping Our School Zones Safe Calendar Year 2022
- Multi-district progressive Traffic initiatives

**Impacts:** These operations, some done in conjunction with other districts, provided District 9 with the opportunity to address problems such as vehicles being left unlocked and drivers passing stopped busses that were picking up children or letting off students. Additionally, most parents do not know the laws about bike helmet safety; therefore, helmets and bike laws are distributed to those without them.

**Success:** District 9 utilizes unconventional means of crime prevention and intelligence gathering. We utilize a few different Platform Vehicles to help catch would-be-criminals and thwart crimes before or as they are being committed.

**Impacts:** The Platform Vehicle continues to allow District 9 to displace criminal activity by providing intelligence and other suspect information to help build criminal cases.

**Success:** The preservation of life is the utmost importance to the Palm Beach County Sheriff’s Office, and due to the increase in opioid overdoses, in 2022 deputies were assigned Narcan and Narcan Pouches to carry on their uniforms.

**Impacts:** The ability to save a life with Narcan throughout the country has been amazing. This has decreased the number of overdose deaths and allowed the preservation of life and ability for recovery assistance for all those suffering from such addictions.

**Success:** Traffic continues to be the number one issue of concern raised by members of the community. The ability to respond, assist and clear a traffic crash or traffic issue helps everyone. In 2022, District 9 added a full-time Community Service Aid to the team to assist with traffic issues\*\*\*\*

**Impacts:** Community Service Aids are trained to assist deputies with traffic issues and take over a traffic scene. This C.S.A. alleviates a deputy who could be tied up on a traffic scene for hours, and then allows the deputy to respond to routine law enforcement calls.

**Success:** In 2022 District 9 had the Gun Cleaning Room refurbished and brought up to date with equipment, cleaning supplies and proper safety flooring.

**Impacts:** The ability to have the tools needed to complete tasks is necessary. The newly refurbished gun room is up-to-date and allows deputies to clean their weapons and maintain equipment that is mandatory in policies and general orders.

**Success:** Crime knows no jurisdiction; however, in order to aid in locating criminals and criminal activity, 2022 afforded the Sheriff’s Office in District 9 the opportunity to work with the Village to install LPR Cameras at strategic locations throughout the Village\*\*\*\*

**Impacts:** The use of LPR cameras has allowed law enforcement to find and arrest those individuals who have committed crimes and/or stolen vehicles and arrest them. These cameras not only assist with criminal activity, but can also be utilized for locating vehicles reported for Silver Alerts, Amber Alerts and other sought-after vehicles as part of a criminal investigations.

<b>Success:</b> District 9 upgraded the antiquated License Plate Reader Vehicle System.
<b>Impacts:</b> The LPR System whether in a vehicle or on a stationary trailer is essential in identifying and stopping criminals.

<b>Success:</b> District 9 had the opportunity to upgrade and replace the outdated License Plate Reader Trailer.
<b>Impacts:</b> Unlike traditional LPR systems, this trailer can be moved throughout the Village in order to thwart crime or identify criminal activity.

<b>Success:</b> Due to the tropical climate, the homeless population in Palm Beach County has steadily grown over the past decade. In 2022, deputies working with the Homeless Coalition of Palm Beach County once again participated in the County-wide Homeless Count.
<b>Impacts:</b> The ability to know and identify homeless individuals in the Village of Royal Palm Beach is a great tool for law enforcement. It is important for homeless individuals to see law enforcement in a calm and helpful situation. Information is always provided to the homeless regarding services available to them in our county.

<b>Success:</b> The utilization of non-conventional communication such as Variable Message Boards allows the Sheriff’s Office to reach many people. Currently, District 9 maintains and deploys 4 Variable Messages Boards throughout the Village with Crime Prevention Messages.
<b>Impacts:</b> People become complacent; therefore, it is important to move signs around with different messages to remind residents of measures they can take to protect themselves and their property.

<b>Success:</b> Mentoring through the Detective Bureau Liaison Program at District 9 allows deputies to take their case a step further by learning the intricacies of an investigation.
<b>Impacts:</b> Encouraging deputies to learn the next step of an investigation is not only beneficial to the deputies, but also allows the deputy who is on a call look for clues or information that could assist detectives in the investigation.

<b>Success:</b> The Street Team line vehicle was replaced with a new vehicle for their use.
<b>Impacts:</b> Agents assigned to the Street Team at District 9 are tasked with in-depth investigations which require extensive surveillance. This type of investigation cannot be conducted with a marked vehicle thus making a vehicle like this a necessity.



<p><b>Success:</b> The Lutheran Services homes for girls found in Royal Palm Beach created an increase in Missing Person calls in 2022. District 9 immediately partnered with staff at the “Camellia House,” developed a protocol, an Ops Plan and provided a Security Survey in order to assist with the girls housed there.</p>
<p><b>Impacts:</b> Due to the unique partnership and implemented change in protocol, the process in which the girls are reported missing and/or found has reduced the number of calls for service by deputies. Additionally, four (4) female deputies were assigned as liaisons to this home for direct contact if needed.</p>

<p><b>Success:</b> The new construction at Village Hall created the need for the relocation of the Laser Calibration Station. This allows deputies to calibrate radars in order to have accurate readings when issuing citations.</p>
<p><b>Impacts:</b> This Laser Calibration System allows all deputies who are assigned a radar to stay within the jurisdiction of District 9 while having their equipment calibrated.</p>

<p><b>Success:</b> Every deputy assigned to District 9 was issued foldable traffic cones that light up. This allows for a clearer identification when road hazards or vehicles are stopped on roadways.</p>
<p><b>Impacts:</b> Prior to being issued foldable traffic cones that light up, deputies often would be on traffic crashes or road hazards that provide minimum distance for other drivers on the roadways to be alerted. These cones give a deputy the ability to set up cones a greater distance away from the actual scene allowing plenty of time for others to move.</p>



# Village of Royal Palm Beach: Strategic Plan

## VISION 2038

ROYAL PALM BEACH 2038 *is a*  
Hometown Community  
Family Community

## Royal Palm Beach Village Government Mission

*The mission of the Village of Royal Palm Beach  
is to provide*  
*Services and Facilities to create an*  
*Aesthetically Pleasing, Active and*  
*Connected Community.*

## GOALS 2028

Financially Sound Government

Responsive Village Services

RPB – a Unique Community

Exceptional Parks and Leisure Choices for All

## POLICY AGENDA 2023 – 2024

### Top Priority

Balanced Budget FY24 Without Tax Increase

Village Capital Planning – Revenue  
Projections and Plan (5-Year)

State Road 7 Corridor Vision and Plan:  
Land Use and Zoning Framework  
Development and Adoption

Recreation Center Remodel/Expansion:  
Final Design and Additional Funding

Tuttle Royale Development:  
Site Plan, Plat and Permitting

Bus Routes: Review and Refinement

### High Priority

Talent Development Programs, including  
Internship Programs

State Road 7/Coconut Boulevard: Advocacy

Management and Employee Succession Plan:  
Report

Art in Public Spaces:  
Review Report and Funding Formula, Direction  
and Next Steps

Homeplace Park Pickle Ball Courts (2):  
Direction and Funding

Comprehensive All Access Playscape:  
Concept, Report with Options,  
Direction and Funding

## MANAGEMENT AGENDA 2023 – 2024

### Top Priority

Information Technology Upgrades:  
Direction and Funding

Farber Building Renovations:  
Direction and Funding

Landscape Code Refinement:  
Buffers – Multi-Family Districts;  
MXD Zoning District

ADA Access: Update Report and Implementation

Evaluation and Appraisal Report (EAR):  
Completion

### High Priority

Enclaves Annexation:  
County Agreement and Direction

Municipal Code Revisions: Completion

Wedding Gazebo and Extension of Main Entry  
Canopy: Direction and Funding

## MANAGEMENT IN PROGRESS 2023 – 2024

Federal American Rescue Dollars: Quarterly Reporting	Village Website: Enhancements
OpenGov Budget Software Transition: Completion	Royal Palm Beach Passport Type Material: Development
Transition to New Village Hall:	Park's Web Maps: Redesign
Preparation for Move and Completion of Relocation	Resident Consumer Guidelines for Hiring a Licensed Contractor: Re-Creation
Bus Stop: Implementation (2)	Workforce Tracking for Public Works using ESRI GIS (Budget FY 24)
Body Worn Cameras: Implementation	Watershed Management Plan: Creation
Community Summit 2023: Direction	Map Village Easement Agreements throughout the Village Mapping: Completion
VECTOR Information: Revision	New Engineering and ROW Permits for Mapping and Entry: Streamlining
Laserfiche Connect: Engineering	Budgeting Software from Open Gov: Purchase
State Legislative Agenda and Advocacy: Project Selection	Standard Operating Procedures for HR Tasks: Creation
Cultural Center Indoor Art: Completion	HR Policies and Procedures: Update and Revision
Records Retention/Management	Development Review Procedures Flow Chart
Superior:	NPDES Annual Report
Code Enforcement Courtesy Notification; Building Permits	Public Works Organization Chart
Purchasing Integration to Laserfiche	Large Tractor Replacement (Budget FY 24)
ProjectDox Community Outreach: Development	Two (2) Fertilizer Spreaders (Budget FY 24)
Automate Print/Issuing of Purchase Order (PO)	Community Education: "Lock Your Vehicle"
Project Maps and Various Zoning Maps: Update	Sector Patrol Boundaries Analysis
Planning and Zoning Department Website: Update	Crime Reduction through Directed Patrol Plans
Information Updates:	Neighborhood Watch/Crime Reduction Program: Expansion
Village Electronic Signs; Channel 18; Website	ALDI Park PID Remaining Parcels
Village Clerk Forms and Applications: Update	Permitting of Community Residential Homes Administration
New Resident/Business Packet: Update	Hybrid Carp for Vegetation Control: Research and Funding Report
"Real Time" Mapping of Current Open Permits	Accessory Structure Side Setback
HRIS System: Implementation	Valet Parking Evaluation
VH Technical/Physical Voices-Data Planning Tasks	Shakespeare under the Palms in RPB Commons Park 2023
Wide-Area Point-Point Network: Implementation	Crestwood North Park Development: Funding, Bid and Construction
LED Sign Upgrades: Implementation	Commons Park:
Development Application Manual Update	Replace Existing Lighting on Driving Range with LED Lighting
Electric/Alternative Village Vehicles Preparation: Implementation	Mayor's Benefit Golf Tournament
Municipal Elections Ordinance: Adoption	RPB Commons Park Access (EN1902) – Easements for Interconnect Plan
Village Website Enhancements: Completion	Future Access Points to Royal Palm Beach Commons Park
RV Lot Agreement: Update	Semi-Annual Parks Recreation Program Guide Renewal: Implementation
Village Landing Page on Discover the Palm Beaches Website: Content Development	Cultural Center Weekends Janitorial Service: RFP and Contract (Budget FY 24)
PIO Certification and Drone License: Completion	
PIO Standard Operating Procedure/Communication Plan: Development	
Policy & Procedure for all Public Records Request: Update	

## MAJOR PROJECTS 2023 – 2024

New Village Hall Project: Construction and Opening – Phase 1; Phase 2	Lake Bank Stabilization Project Award Bid (EN 2301)
Bridge Slope Stabilization (PW 1709/PW1806) Round 2: Award; Construction	Road Resurfacing Design (PW19RR) (PW22RR): Award Completion – Barcelona Drive; Bilbao Street; Bob White Road; Chestnut Circle; Coco Plum Court; Copperwood Circle; Easton Court; Emerald Court; Goldfinch Lane; Habitat Court; Kent Court; Las Palmas Street; Habitat Court; Kent Court; Las Palmas Street; Laurel Way; Locust Lane; Mandeville Lane; Monterey Way; Morgate Drive; Natures' Way; Nottingham Road; Park Road North; Park Road South; Rainforest Court; Royal Palm Boulevard; Sandpiper Avenue; Saratoga Boulevard; Segovia Avenue; Sparrow Drive; Sycamore Drive; Twin Lakes Way; Valencia Street; Venetian Lane; Wildcat Way
Canal Dredging Project: Construction	FPL Pathway Dry Detention Ponds (EN1904)
Water Treatment Plant (PW1802/PW1902): Bid	Canal System Rehabilitation (SW1901)
SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL	Bilbao Street. to Okeechobee Boulevard Pathway Replacement (2305)
Drainage System Improvements (PW 1903): Construction	Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Installation
Annual Backflow Preventer Replacement (PW22BF)	RPB Commons Large Pavilions [2]: Award Bid and Construction
Storm Drain Outfall Replacement (ARPA – PW22SD)	FPL Pathway Dry Detention Ponds (EN1904): Construction
Van Delivery (PW22TR)	Park Road North Parking and Pathway (EN 2201)
Sidewalk Trip Hazards Elimination	Southern Boulevard Park: Design and Construction – Grant Funding
Harvester Services Contract	Crestwood Boulevard. and Recreation Center Connector
Street Light Fixture Replacement (PW 2102)	Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation
LaMancha Underdrain Design (PW2204) [ARPA Funded]	ADA Play Apparatus for Todd Robiner Park
Canal Back Maintenance (PW2205) [ARPA Funded]	Ballfield Lighting Replacement – Ferrin Park
Camellia Park Drainage Improvements Bid (PR1822) [ARPA Funded]	
Aquatic Vegetation Maintenance	
Okeechobee Boulevard. Main Entrance Sign Improvements, (PW2402) (Budget FY 24)	
Annual Repairs/Replacements Bus Shelters, PW22BS	
Lamstein Lane Street Lights (Budget FY 24)	
Annual Vegetation Maintenance	
Annual Sidewalk Trip Hazards Repair	
Street Light Replacement – LaMancha (PW2105)	

# STRATEGIC PLAN

## 2023      2028      2038



Royal Palm Beach, Florida  
March 2023

Lyle Sumek Associates, Inc.  
411 N New River Dr E502  
Fort Lauderdale, FL 33301

Phone: (386) 246-6250  
E-mail: [sumekassoc@gmail.com](mailto:sumekassoc@gmail.com)

# Table of Contents

<b>Strategic Planning for the Village of Royal Palm Beach</b>	<b>1</b>
<b>Royal Palm Beach Vision 2038</b>	<b>3</b>
<b>Royal Palm Beach Village Government: Our Mission</b>	<b>6</b>
<b>Royal Palm Beach Plan 2023 – 2028</b>	<b>11</b>
<b>Royal Palm Beach Action Agenda 2023 – 2024</b>	<b>31</b>

**This report and all related materials are copyrighted. This report may be duplicated for distribution to appropriate parties as needed. No unauthorized duplication is allowed, including for use in training within your organization or for consulting purposes outside your organization. All requests for duplication must be submitted in writing.**

# **STRATEGIC PLANNING FOR THE VILLAGE OF ROYAL PALM BEACH**

# Strategic Planning Model for the Village of Royal Palm Beach

Value-based principles that describe the preferred future in 15 years

**VISION**

Destination  
“You Have Arrived”

Strategic goals that focus outcome-based objectives and potential actions for 5 years

**PLAN**

Map  
“The Right Route”

Focus for one year – a work program: policy agenda for Mayor and Council, management agenda for staff; major projects

**EXECUTION**

Itinerary  
“The Right Direction”

Principles that define the responsibility of Village government and frame the primary services – core service businesses

**MISSION**

Vehicle  
“The Right Bus”

Personal values that define performance standards and expectations for employees

**CORE BELIEFS**

Fuel  
“The Right People”

# **ROYAL PALM BEACH VISION 2038**



# ***Royal Palm Beach Vision 2038***

**ROYAL PALM BEACH 2038** *is a*

**Hometown Community** <sup>(1)</sup>,

**Family Community** <sup>(2)</sup>

# *Royal Palm Beach Vision 2038*

## **PRINCIPLE 1**

### **HOMETOWN COMMUNITY**

#### **► Means**

1. Variety of events and festivals that bring the community together (e.g., West Fest, 4th of July, Fall Fest, Winter Fest, Veterans Day, Memorial Day, Green Market, Food Truck nights with Movie or Concert, Craft Show, Kids Yard Sale, Dolphin Trips, Cultural Diversity Day, Mother’s Day and MLK Celebration)
2. Strong sense of community pride and spirit
3. Working partnerships among the Village residents, community organizations and institutions for community benefit
4. Businesses and residents working in partnership with the Village to create a safe community
5. Taking actions to maintain the community’s quality of life
6. Neighbors knowing and helping neighbors

## **PRINCIPLE 2**

### **FAMILY COMMUNITY**

#### **► Means**

1. Parents want to raise their children in Royal Palm Beach
2. All family generations feeling welcome and included
3. Affordable family oriented activities and entertainment
4. Range of affordable housing options
5. Walkable, biking neighborhoods
6. Parents involved in children’s education

# **ROYAL PALM BEACH VILLAGE GOVERNMENT: MISSION**

# ***Royal Palm Beach Village Government: Mission***

***The mission of the Village of Royal Palm Beach is to  
provide Services <sup>(A)</sup>, and Facilities <sup>(B)</sup> to create an  
Aesthetically Pleasing <sup>(C)</sup>, Active <sup>(D)</sup> and  
Connected Community <sup>(E)</sup>.***

# *Royal Palm Beach Village Government Mission Guiding Principles*

## **PRINCIPLE A**

### **SERVICES**

#### **► Means**

1. Residents feeling safe and secure at home, in their neighborhood and throughout the Village; living without fear especially children and seniors
2. Village and County Services available and easily accessible in the community
3. Responding to and solving problems in a timely manner
4. Defining the core services for Village Government
5. Acting as responsible fiscal stewards of the Village's resources
6. Visible and tactical police presence in the community
7. Effective regional transportation system and responsive to community needs
8. Respecting and being concerned about the customer's feeling
9. Looking for and evaluating ways to reduce cost of service
10. Knowing and using "best practices" in reducing costs of service delivery
11. Advocating for the best interests of the Village and our residents on regional projects and issues
12. Proactively communicating information about Village finances, services, facilities, programs and events
13. Listening to the evolving needs of the residents

**PRINCIPLE B**  
**FACILITIES**

► **Means**

1. Amenities with easy access
2. Providing facilities for community use
3. Planning and maintaining Village infrastructure and facilities
4. Outstanding parks with a variety of amenities and venues
5. Well maintained neighborhood infrastructure
6. High quality roads, sidewalks and pathways
7. Public gathering places for bringing residents together

**PRINCIPLE C**

**AESTHETICALLY PLEASING**

► **Means**

1. Attractive community with no trash or litter
2. Commercial centers well maintained and with high occupancy
3. Residents and property owners investing in the maintenance and improvements to their buildings and homes
4. Attractive, distinctive entrances signifying your “Home in Royal Palm Beach”
5. Trees and well maintained landscaping
6. Buildings, signs and homes meeting Village codes and regulations
7. Greenscapes and wetlands throughout the Village

## **PRINCIPLE D**

### **ACTIVE**

#### **► Means**

1. Variety of events and festivals
2. Affordable family-oriented activities and entertainment
3. Sport programs for all
4. Diverse recreational programs and activities responsive to the needs of all family generations
5. Adjusting to the changing leisure trends
6. Commons Park with a variety of venues and facilities – the focal point of the Royal Palm Beach community
7. Ball and athletic fields for recreational leagues, tournaments and competition with turf fields

## **PRINCIPLE E**

### **CONNECTED**

#### **► Means**

1. Linking to the community and each other
2. State of the art information technology linking the community to the world
3. Easy access to Village information and services
4. Partnering to community institutions
5. Waterways for boating and fishing
6. Commons Lake connected the canals/waterways
7. Walkable, biking community connecting neighborhoods and community destinations
8. Partnering with schools
9. Access to Palm Beach region: businesses, employment, shopping and entertainment
10. More job opportunities – ability to work near home; more family and personal time

# **VILLAGE OF ROYAL PALM BEACH PLAN 2023 – 2028**



# *Village of Royal Palm Beach* *Goals 2028*

**FINANCIALLY SOUND GOVERNMENT**

---

**RESPONSIVE VILLAGE SERVICES**

---

**RPB – A UNIQUE COMMUNITY**

---

**EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL**

# Goal 1

## Financially Sound Government

### OBJECTIVES

1. Have no Village ad valorem tax rate increase
2. Maintain and update a financially sustainable model for expenditures/revenues to make fiscal responsible decisions
3. Provide Village services in the most cost-effective, efficient manner responsive to the community
4. Maintain and invest reserves consistent with Village financial policies with maximum security
5. Attract, hire, retain and train a quality workforce dedicated to serving the Royal Palm Beach community
6. Provide sufficient resources to support defined services and service levels

### MEANS TO RESIDENTS

1. Responsible financial stewardship of the Village resources
2. Confidence that Village services are delivered in an efficient manner
3. Value for tax dollars and fees
4. Village using the resources from the sale of the utilities in a responsible manner
5. Affordable taxes and a greater place to live

### **SHORT-TERM CHALLENGES AND OPPORTUNITIES**

1. Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials
2. Cyber security and the protection of Village information
3. Loss of funding and finding replacement for American Rescue Plan Act dollars and 1 cent sales tax
4. Maintaining fiscal responsibility
5. State of Florida legislation impacting Village revenues and services, impact fees, sovereign immunity, home rule, etc.
6. Significant number of retirements coming up over the next year and five years
7. Maintaining the focus on the Village's core mission and service responsibilities

### **LONG-TERM CHALLENGES AND OPPORTUNITIES**

1. Major inflationary trend with increasing Village operating costs
2. Finding quality and qualified candidate for Village employment
3. Reduced investment revenues and losses
4. Defining and prioritizing the Village services and service levels that are responsive to the community
5. Continuing to expand residents' understanding of Village's plans, projects, services, finances, programs and activities
6. Extremely competitive labor market
7. Clerical employees becoming a skilled, technologically savvy workforce
8. Village workload and limited capacity for additional work or tasks; use of consultants or contractors, increasing development projects

**POLICY ACTIONS 2023 – 2024**

- 1. Balanced Budget FY24 without Tax Increase Top Priority
- 2. Village Capital Planning – Revenue Projections and Plan (5-Year) Top Priority
- 3. Village Competitive Compensation and Preferred Employer: COLA and Benefits: Direction and Funding

**MANAGEMENT IN PROGRESS 2023 – 2024**

- 1. Federal American Rescue Dollars: Reporting
- 2. OpenGov Budget Software Transition: Completion

**MANAGEMENT ACTIONS 2023 – 2024**

- 1. Farber Building Renovations: Direction and Funding Top Priority

# Goal 2

## Responsive Village Services

### OBJECTIVES

1. Listen to and understanding the service needs of residents and families in context of Village service responsibilities and capacity
2. Enhance residents' positive engagement with Village government
3. Maintaining top-quality and qualified Village workforce with appropriate and competitive compensation
4. Maintain and upgrade Village facilities, buildings and equipment at a high level
5. Invest in the maintenance and upgrade of Village infrastructure
6. Invest in technology to enhance service delivery ad to reduce the cost-of-service delivery

### MEANS TO RESIDENTS

1. Services delivered with you in mind
2. Sense of pride in Village services and facilities
3. Value for tax dollars and fees
4. Timely response for calls for service
5. Attractive, functional Village facilities and infrastructure

### **SHORT-TERM CHALLENGES AND OPPORTUNITIES**

1. Maintaining a safe environment in public areas which provides professional interaction – Village buildings, facilities and parks
2. Maintaining a highly skilled, customer-oriented workforce dedicated to serving the Royal Palm Beach community
3. Growing village population and increasing demands for Village services
4. Upcoming retirement and need for succession planning and talent development
5. Labor pool shortages and potential need for outsourcing
6. Continuing and enhancing the effective methods for communicating with the community
7. Measuring the effectiveness of Village services

### **LONG-TERM CHALLENGES AND OPPORTUNITIES**

1. Increasing State of Florida mandates and regulations impacting Village finances and service delivery
2. Difficulty in hiring part-time Village staff and Village staff for weekends and off-hours
3. Increasing frequency and severity of cyber-attacks and security breaches
4. Continuing to enhance the customer's experience
5. Excessive use and maintaining Village parks and facilities
6. Involving the community to obtain input and feedback for policy development, planning and decision making
7. Losing sight and focus on the Village's mission and core service responsibilities
8. Developing a tech-savvy Village workforce

**POLICY ACTIONS 2023 – 2024**

- 1. Recreation Center Remodel/Expansion: Final Design and Additional Funding Top Priority
- 2. Talent Development Programs, including Internship Programs High Priority
- 3. Management and Employee Succession High Priority
- 4. Cameras in Parks: Discussion, Direction and Funding

**MANAGEMENT ACTIONS 2023 – 2024**

- 1. Information Technology Upgrades: Direction and Funding Top Priority
- 2. Municipal Code Revisions: Completion High Priority

**MANAGEMENT IN PROGRESS 2023 – 2024**

- 1. Transition to New Village Hall: Preparation for Move and Completion of Relocation
- 2. Bus Stop: Implementation (2)
- 3. Body Worn Cameras: Implementation

**MANAGEMENT IN PROGRESS 2023 – 2024  
(continued)**

- 1. Transition to New Village Hall: Preparation for Move and Completion of Relocation
- 2. Bus Stop: Implementation (2)
- 3. Body Worn Cameras: Implementation
- 4. Community Summit 2023: Direction
- 5. VECTOR Information: Revision
- 6. Laserfiche Connect: Engineering
- 7. State Legislative Agenda and Advocacy: Project Selection
- 8. Cultural Center Indoor Art: Completion
- 9. Records Retention/Management
- 10. Superior
  - a. Code Enforcement Courtesy Notification
  - b. Building Permits
- 11. Purchasing Integration to Laserfiche
- 12. ProjectDox Community Outreach: Development
- 13. Automate Print/Issuing of Purchase Order (PO)
- 14. Project Maps and Various Zoning Maps: Update
- 15. Planning and Zoning Department Website: Update
- 16. Information Updates
  - a. Village Electronic Signs
  - b. Channel 18
  - c. Website
- 17. Village Clerk Forms and Applications: Update
- 18. New Resident/Business Packet: Update
- 19. “Real Time” Mapping of Current Open Permits
- 20. HRIS System: Implementation
- 21. VH Technical/Physical Voices-Data Planning Tasks

**MANAGEMENT IN PROGRESS 2023 – 2024  
(continued)**

22. Wide-Area Point-Point Network: Implementation
23. LED Sign Upgrades: Implementation
24. Development Application Manual Update
25. Electric/Alternative Village Vehicles Preparation: Implementation
26. Municipal Elections Ordinance: Adoption
27. Village Website Enhancements: Completion
28. RV Lot Agreement: Update
29. Village Landing Page on Discover the Palm Beaches Website: Content Development
30. Digital Material Cache of Village Programs: Development
31. PIO Certification and Drone License: Completion
32. PIO Standard Operating Procedure/Communication Plan: Development
33. Policy & Procedure for all Public Records Request: Update
34. Village Website: Enhancements
35. Royal Palm Beach Passport Type Material: Development
36. Park's Web Maps: Redesign
37. Resident Consumer Guidelines for Hiring a Licensed Contractor: Re-Creation
38. Workforce Tracking for Public Works using ESRI GIS (Budget FY 24)
39. Watershed Management Plan: Creation
40. Map Village Easement Agreements throughout the Village Mapping: Completion
41. New Engineering and ROW Permits for Mapping and Entry: Streamlining
42. Budgeting Software from Open Gov: Purchase

**MANAGEMENT IN PROGRESS 2023 – 2024  
(continued)**

43. Standard Operating Procedures for HR Tasks: Creation
44. HR Policies and Procedures: Update and Revision
45. Development Review Procedures Flow Chart
46. NPDES Annual Report
47. Public Works Organization Chart
48. Large Tractor Replacement (Budget FY 24)
49. Two (2) Fertilizer Spreaders (Budget FY 24)

**MAJOR PROJECTS 2023 – 2024**

1. New Village Hall Project: Construction and Opening
  - a. Phase 1
  - b. Phase 2
2. Bridge Slope Stabilization (PW 1709/PW1806) Round 2
  - a. Award
  - b. Construction
3. Canal Dredging Project: Construction
4. Water Treatment Plant (PW1802/PW1902): Bid
5. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL
6. Drainage System Improvements (PW 1903): Construction
7. Annual Backflow Preventer Replacement (PW22BF)
8. Storm Drain Outfall Replacement (ARPA – PW22SD)
9. Van Delivery (PW22TR)
10. Sidewalk Trip Hazards Elimination
11. Harvester Services Contract



**MAJOR PROJECTS 2023 – 2024  
(continued)**

12. Street Light Fixture Replacement (PW 2102)
13. LaMancha Underdrain Design (PW2204) [ARPA Funded]
14. Canal Back Maintenance (PW2205) [ARPA Funded]
15. Camellia Park Drainage Improvements Bid (PR1822)  
[ARPA Funded]
16. Aquatic Vegetation Maintenance
17. Okeechobee Boulevard. Main Entrance Sign Improvements,  
(PW2402) (Budget FY 24)
18. Annual Repairs/Replacements Bus Shelters, (PW22BS)
19. Lamstein Lane Street Lights (Budget FY 24)

**FUTURE PROJECTS 2024 – 2028**

1. Village Marketing Program Expansion
2. Village Hall Art: Direction and Village Action
3. Transportation Fee: Concept Development and Village  
Participation [Linking to 1 Cent Sales Tax for 561 Plan]
4. Park Bathrooms Upgrade: Review, Direction and Funding

# Goal 3

## RPB – A Unique Community

### OBJECTIVES

1. Redevelop the State Road 7 Corridor consistent with the Village vision
2. Have a successful Tuttle Royale development as a mixed-use activity destination
3. Maintain a beautiful community
4. Maintain a safe community
5. Improve mobility for Village residents within Royal Palm Beach and to the region
6. Expand arts and culture facilities and opportunities

### MEANS TO RESIDENTS

1. Protection of home and property values
2. More personal and family time
3. Predictable, acceptable travel times
4. Saving time since there is no need to leave the Village
5. Variety of job opportunities for residents
6. Greater pride in Royal Palm Beach community
7. Predictable development and redevelopment guide by the Village's plans

**SHORT-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Development in West County and the impacts on Royal Palm Beach: Minto West, Highland Dunes, GL Homes, Vavrus Ranch
2. Following through on common visions for State Road 7 corridor, mobility
3. Maintaining the character of Royal Palm Beach – the reasons that residents make the choice to live here
4. Lack of a common regional vision for transportation, transit and mobility
5. Developing underutilized properties
6. Residents taking responsibility to lock vehicles and to remove valuable items

**LONG-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Traffic congestion and limiting road capacity
2. High cost of housing the impacts on community demographics
3. Business attraction and investment in Royal Palm Beach
4. Increasing problems associated with homeless population and with few tools for Village government
5. Increasing in criminal activities
6. Aging commercial centers needing rejuvenation or upgrade
7. Developing micro-mobility options
8. Increasing traffic demands
9. Inflation and uncertain economy
10. Developing a family-friendly entertainment destination at Tuttle Royale as part of a mixed-use development

**POLICY ACTIONS 2023 – 2024**

- 1. State Road 7 Corridor Vision and Plan: Land Use and Zoning Framework Development and Adoption Top Priority
- 2. Tuttle Royale Development Top Priority
- 3. Bus Routes: Review and Refinement Top Priority
- 4. State Road 7/Coconut Boulevard: Advocacy High Priority
- 5. TPA 561 Study: Report Review and Direction
- 6. Micro-Mobility Study: Goals, Best Practices, Report and Direction

**MANAGEMENT ACTIONS 2023 – 2024**

- 1. Landscape Code Refinement: Buffers Top Priority
  - a. Multi-Family Districts
  - b. MXD Zoning District
- 2. ADA Access: Update Report and Implementation Top Priority
- 3. Evaluation and Appraisal Report (EAR)/ Water Supply Plan: Completion Top Priority
- 4. Enclaves Annexation: County Agreement and Direction High Priority

**MANAGEMENT IN PROGRESS 2023 – 2024**

- 1. Community Education: “Lock Your Vehicle”
- 2. Sector Patrol Boundaries Analysis
- 3. Crime Reduction through Directed Patrol Plans
- 4. Neighborhood Watch/Crime Reduction Program: Expansion
- 5. ALDI Park PID Remaining Parcels
- 6. Permitting of Community Residential Homes Administration
- 7. Hybrid Carp for Vegetation Control: Research and Funding Report
- 8. Accessory Structure Side Setback
- 9. Valet Parking Evaluation

**MAJOR PROJECTS 2023 – 2024**

- 1. Annual Vegetation Maintenance

**MAJOR PROJECTS 2023 – 2024**

2. Road Resurfacing Design (PW19RR) (PW22RR): Award Completion
  - a. Barcelona Drive
  - b. Bilbao Street
  - c. Bob White Road
  - d. Chestnut Circle
  - e. Coco Plum Court
  - f. Copperwood Circle
  - g. Easton Court
  - h. Emerald Court
  - i. Goldfinch Lane
  - j. Habitat Court
  - k. Kent Court
  - l. Las Palmas Street
  - m. Habitat Court
  - n. Kent Court
  - o. Las Palmas Street
  - p. Laurel Way
  - q. Locust Lane
  - r. Mandeville Lane
  - s. Monterey Way
  - t. Morgate Drive
  - u. Natures' Way
  - v. Nottingham Road
  - w. Park Road North
  - x. Park Road South
  - y. Rainforest Court
  - z. Royal Palm Boulevard
  - aa. Sandpiper Avenue
  - bb. Saratoga Boulevard

**MAJOR PROJECTS 2023 – 2024  
(Continued)**

2. (continued)
  - cc. Segovia Avenue
  - dd. Sparrow Drive
  - ee. Sycamore Drive
  - ff. Twin Lakes Way
  - gg. Valencia Street
  - hh. Venetian Lane
  - ii. Wildcat Way
3. Annual Sidewalk Trip Hazards Repair
4. Street Light Replacement – LaMancha (PW2105)
5. Lake Bank Stabilization Project Award Bid (EN 2301)
6. FPL Pathway Dry Detention Ponds (EN1904)
7. Canal System Rehabilitation (SW1901)
8. Bilbao Street. to Okeechobee Boulevard Pathway Replacement (2305)

### **FUTURE PROJECTS 2024 – 2028**

1. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction Grant Notification
2. Alternative Low Speed Electric Vehicles: Direction
3. Hospital Annexation: Update and Direction
4. Affordable Housing: Definition, Report with Options and Directions
5. Cypress Key Traffic Signal: Direction and Funding
6. B-B Gun Ordinance: Direction
7. Outdoor Dining Policy/Regulations: Requests and Direction (near residential neighborhoods)
8. Okeechobee/State Road 7 Development

# Goal 4

## Exceptional Parks and Leisure Choices for All

### OBJECTIVES

1. Maintain existing parks at a high service level
2. Develop and enhance recreation programs and services for all ages
3. Develop more venues at Commons Park
4. Develop additional park venues
5. Enhance quality of community events
6. Develop bike/pedestrian access points to Commons Park through easements between houses
7. Expand teen programming and activities

### MEANS TO RESIDENTS

1. More leisure and recreation choices for all family generations
2. Convenience – parks and leisure amenities near home
3. Recreation programs and services responsive to the community needs
4. Family oriented activities at an affordable rate
5. More reasons to live in Royal Palm Beach

**SHORT-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Maintaining safe parks and facilities
2. Aging facilities needing repairs and upgrades, replacements
3. Securing and retaining quality Village staff
4. Difficulty in hiring part-time staff and finding volunteers
5. Desire for competitive sports over recreational leagues
6. Excessive use of athletic facilities and maintenance
7. Changing recreational and leisure patterns by family generations

**LONG-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Wide variety of offerings for seniors
2. Finding ways to reach and attract teenagers through recreational programming
3. Rental space at Cultural/Business Center marketing
4. Obtaining sponsorships for programs and events
5. Connector to Commons Park
6. Defining Village's role in arts and culture
7. Upgrading golf facility



**POLICY ACTIONS 2023 – 2024**

1. Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps High Priority
2. Homeplace Park Pickle Ball Courts (2): Direction and Funding High Priority
3. Comprehensive All Access Playscape: Concept, Report with Options, Direction and Funding High Priority
4. Veterans’ Park Splash Pad Replacement: Direction and Funding
5. Camellia Park Renovation (PR2402): Direction, Funding and Design
6. Turf Fields [2]: Feasibility Report, Direction and Funding

**MANAGEMENT ACTIONS 2023 – 2024**

1. Wedding Gazebo and Extension of Main Entry Canopy: Direction and Funding High Priority

### **MANAGEMENT IN PROGRESS 2023 – 2024**

1. Shakespeare under the Palms in RPB Commons Park 2023
2. Crestwood North Park Development: Funding, Bid and Construction
3. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting
4. Mayor’s Benefit Golf Tournament
5. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park
6. Semi-Annual Parks Recreation Program Guide Renewal: Implementation
7. Cultural Center Weekends Janitorial Service: RFP and Contract (Budget FY 24)

### **MAJOR PROJECTS 2023 – 2024**

1. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Installation
2. RPB Commons Large Pavilions [2]: Award Bid and Construction
3. FPL Pathway Dry Detention Ponds (EN1904): Construction
4. Park Road North Parking and Pathway (EN 2201)
5. Southern Boulevard Park:-Design and Construction – Grant Funding
6. Crestwood Boulevard. and Recreation Center Connector
7. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation
8. ADA Play Apparatus for Todd Robiner Park
9. Ballfield Lighting Replacement – Ferrin Park

**FUTURE PROJECTS 2024 – 2028**

1. Canopy for Restaurant in Veterans’ Park: Funding
2. 65<sup>th</sup> Village Anniversary: Direction
3. Lot 179 Grouse Lane Entrance to Amphitheater: Direction and Funding
4. Preservation Park Improvements: Completion
5. Commons Park: Expand P.O.C. Laydown Yard
6. Commons Park: Install Canvas Entry Covers over the Walkway of the Sporting Center
7. Southern Blvd. Park (PR1901) – Design and Construction of a 10-15 Acre Park
8. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building
9. Driving Range Safety Net at Commons Park: Direction and Funding
10. Community Events at Neighborhood Parks: Direction and Funding
11. RPB Commons North Village Hall Access Pedestrian/Bike Bridge and Off-Street Bike/Pedestrian Pathway: Direction and Funding
12. Camellia Park Building: Direction and Funding
13. RPB Commons West Central Recreation Center Access: Pedestrian/Bike Bridge and Off-Street Bike/Pedestrian Pathway; Direction and Funding

**FUTURE PROJECTS 2024 – 2028  
continued**

14. Cultural Center as a Regional Destination: Goals, Report with Options, Direction and Village Actions
15. Ferrin Park Drainage on Field #3 Correction: Priority and Funding
16. RPB Commons Island Renovation
17. Commons Park: Install Stairway from Golf Parking Lot to Poinciana Boulevard
18. Commons Park: Install (2) Concrete Walkways from Poinciana Boulevard into Splash Pad
19. Commons Park: Install Concrete Walkways to Access Front of Stage
20. RPB Commons Park Golf Training Facility Upgrades: Direction and Funding
  - a. Perimeter Fencing
  - b. Golf Pro Shop
21. Cultural Center Stage Curtains to Match Décor Replacement: Priority and Funding
22. Car Portico at Cultural Center
23. RPB Commons Upgrades: Direction and Funding

# **VILLAGE OF ROYAL PALM BEACH ACTION AGENDA 2023 – 2024**

# ***Policy Agenda 2023 – 2024*** ***Village of Royal Palm Beach***

## **TOP PRIORITY**

**Balanced Budget FY24 Without Tax Increase**

**Village Capital Planning – Revenue Projections and Plan (5-Year)**

**State Road 7 Corridor Vision and Plan: Land Use and Zoning Framework Development and Adoption**

**Recreation Center Remodel/Expansion: Final Design and Additional Funding**

**Tuttle Royale Development: Site Plan, Plat and Permitting**

**Bus Routes: Review and Refinement**

## **HIGH PRIORITY**

**Talent Development Programs, including Internship Programs**

**State Road 7/Coconut Boulevard: Advocacy**

**Management and Employee Succession Plan: Report**

**Art in Public Spaces: Review Report and Funding Formula, Direction and Next Steps**

**Homeplace Park Pickle Ball Courts (2): Direction and Funding**

**Comprehensive All Access Playscape: Concept, Report with Options, Direction and Funding**

# *Management Agenda 2023 – 2024*

## *Village of Royal Palm Beach*

### **TOP PRIORITY**

**Information Technology Upgrades: Direction and Funding**

**Farber Building Renovations: Direction and Funding**

**Landscape Code Refinement: Buffers – Multi-Family Districts; MXD Zoning District**

**ADA Access: Update Report and Implementation**

**Evaluation and Appraisal Report (EAR): Completion**

### **HIGH PRIORITY**

**Enclaves Annexation: County Agreement and Direction**

**Municipal Code Revisions: Completion**

**Wedding Gazebo and Extension of Main Entry Canopy: Direction and Funding**

# *Management in Progress 2023 – 2024*

## *Village of Royal Palm Beach*

Federal American Rescue Dollars: Quarterly Reporting

OpenGov Budget Software Transition: Completion

Transition to New Village Hall: Preparation for Move and Completion of Relocation

Bus Stop: Implementation (2)

Body Worn Cameras: Implementation

Community Summit 2023: Direction

VECTOR Information: Revision

Laserfiche Connect: Engineering

State Legislative Agenda and Advocacy: Project Selection

Cultural Center Indoor Art: Completion

Records Retention/Management

Superion: Code Enforcement Courtesy Notification; Building Permits

Purchasing Integration to Laserfiche

ProjectDox Community Outreach: Development

Automate Print/Issuing of Purchase Order (PO)

Project Maps and Various Zoning Maps: Update

Planning and Zoning Department Website: Update

Information Updates: Village Electronic Signs; Channel 18; Website

Village Clerk Forms and Applications: Update

New Resident/Business Packet: Update  
“Real Time” Mapping of Current Open Permits  
HRIS System: Implementation  
VH Technical/Physical Voices-Data Planning Tasks  
Wide-Area Point-Point Network: Implementation  
LED Sign Upgrades: Implementation  
Development Application Manual Update  
Electric/Alternative Village Vehicles Preparation: Implementation  
Municipal Elections Ordinance: Adoption  
Village Website Enhancements: Completion  
RV Lot Agreement: Update  
Village Landing Page on Discover the Palm Beaches Website: Content Development  
Digital Material Cache of Village Programs: Development  
PIO Certification and Drone License: Completion  
PIO Standard Operating Procedure/Communication Plan: Development  
Policy & Procedure for all Public Records Request: Update  
Village Website: Enhancements  
Royal Palm Beach Passport Type Material: Development  
Park’s Web Maps: Redesign  
Resident Consumer Guidelines for Hiring a Licensed Contractor: Re-Creation  
Workforce Tracking for Public Works using ESRI GIS (Budget FY 24)  
Watershed Management Plan: Creation  
Map Village Easement Agreements throughout the Village Mapping: Completion  
New Engineering and ROW Permits for Mapping and Entry: Streamlining



Budgeting Software from Open Gov: Purchase  
Standard Operating Procedures for HR Tasks: Creation  
HR Policies and Procedures: Update and Revision  
Development Review Procedures Flow Chart  
NPDES Annual Report  
Public Works Organization Chart  
Large Tractor Replacement (Budget FY 24)  
Two (2) Fertilizer Spreaders (Budget FY 24)  
Community Education: “Lock Your Vehicle”  
Sector Patrol Boundaries Analysis  
Crime Reduction through Directed Patrol Plans  
Neighborhood Watch/Crime Reduction Program: Expansion  
ALDI Park PID Remaining Parcels  
Permitting of Community Residential Homes Administration  
Hybrid Carp for Vegetation Control: Research and Funding Report  
Accessory Structure Side Setback  
Valet Parking Evaluation  
Shakespeare under the Palms in RPB Commons Park 2023  
Crestwood North Park Development: Funding, Bid and Construction  
Commons Park: Replace Existing Lighting on Driving Range with LED Lighting  
Mayor’s Benefit Golf Tournament  
RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park  
Semi-Annual Parks Recreation Program Guide Renewal: Implementation  
Cultural Center Weekends Janitorial Service: RFP and Contract (Budget FY 24)

# *Major Projects 2023 – 2024*

## *Village of Royal Palm Beach*

New Village Hall Project: Construction and Opening – Phase 1; Phase 2  
Bridge Slope Stabilization (PW 1709/PW1806) Round 2: Award; Construction  
Canal Dredging Project: Construction  
Water Treatment Plant (PW1802/PW1902): Bid  
SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL  
Drainage System Improvements (PW 1903): Construction  
Annual Backflow Preventer Replacement (PW22BF)  
Storm Drain Outfall Replacement (ARPA – PW22SD)  
Van Delivery (PW22TR)  
Sidewalk Trip Hazards Elimination  
Harvester Services Contract  
Street Light Fixture Replacement (PW 2102)  
LaMancha Underdrain Design (PW2204) [ARPA Funded]  
Canal Back Maintenance (PW2205) [ARPA Funded]  
Camellia Park Drainage Improvements Bid (PR1822) [ARPA Funded]  
Aquatic Vegetation Maintenance  
Okeechobee Boulevard. Main Entrance Sign Improvements, (PW2402) (Budget FY 24)  
Annual Repairs/Replacements Bus Shelters, (PW22BS)  
Lamstein Lane Street Lights (Budget FY 24)

Annual Vegetation Maintenance

Road Resurfacing Design (PW19RR) (PW22RR):

Award Completion – Barcelona Drive; Bilbao Street; Bob White Road; Chestnut Circle; Coco Plum Court; Copperwood Circle; Easton Court; Emerald Court; Goldfinch Lane; Habitat Court; Kent Court; Las Palmas Street; Habitat Court; Kent Court; Las Palmas Street; Laurel Way; Locust Lane; Mandeville Lane; Monterey Way; Morgate Drive; Natures' Way; Nottingham Road; Park Road North; Park Road South; Rainforest Court; Royal Palm Boulevard; Sandpiper Avenue; Saratoga Boulevard; Segovia Avenue; Sparrow Drive; Sycamore Drive; Twin Lakes Way; Valencia Street; Venetian Lane; Wildcat Way

Annual Sidewalk Trip Hazards Repair

Street Light Replacement – LaMancha (PW2105)

Lake Bank Stabilization Project Award Bid (EN 2301)

FPL Pathway Dry Detention Ponds (EN1904)

Canal System Rehabilitation (SW1901)

Bilbao Street. to Okeechobee Boulevard Pathway Replacement (2305)

Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Installation

RPB Commons Large Pavilions [2]: Award Bid and Construction

FPL Pathway Dry Detention Ponds (EN1904): Construction

Park Road North Parking and Pathway (EN 2201)

Southern Boulevard Park:-Design and Construction – Grant Funding

Crestwood Boulevard. and Recreation Center Connector

Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation

ADA Play Apparatus for Todd Robiner Park

Ballfield Lighting Replacement – Ferrin Park