



# Village of Royal Palm Beach: Strategic Plan

## VISION 2039

**ROYAL PALM BEACH 2039 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 2029

**Financially Sound Government**

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**Responsive Village Services**

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**Exceptional Parks and Leisure Choices for All**

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**RPB – a Unique Community**

<b>POLICY AGENDA 2024 – 2025</b>
<b>Top Priority</b>
<p><b>Balanced Budget FY24 without Tax Increase</b></p> <p><b>Aging Park Renewal and Replacement: Plan Development and Funding</b></p> <p><b>Senior Needs: Assessment Update, Report with Findings and Recommendations, Direction and Village Actions</b></p> <p><b>Tuttle Royale Development: Stay Strong with Approved Concept</b></p> <p><b>Village Capital Planning – Revenue Projections and Plan (5-Year)</b></p> <p><b>Village Competitive Compensation and Preferred Employer, COLA and Benefits: Direction and Funding</b></p>
<b>High Priority</b>
<p><b>Road Resurfacing Plan and Revenue Source: Direction and Funding</b></p> <p><b>Community Non-Profit Organization Use of Village Facilities: Report with Current Practices and Policy Direction</b></p> <p><b>Turf Fields [2]: Feasibility Report, Direction and Funding</b></p> <p><b>Talent Development Programs: Programs and Funding</b></p> <p><b>Western Communities Forum Revitalization: Direction and Village Actions</b></p> <p><b>State Road 7 Corridor Redevelopment Policy and Land Use: Direction</b></p>

<b>MANAGEMENT AGENDA 2024 – 2025</b>
<b>Top Priority</b>
<p><b>Cypress Key Commercial Development: Next Steps</b></p> <p><b>Purchasing Ordinance: Review and Adoption</b></p> <p><b>Naviline Enterprise Resource Planning (ERP) System Replacement: Funding</b></p> <p><b>Homeless Policy, Strategy and Action Plan: State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions</b></p> <p><b>Pilot Voucher Program: Initiation and Evaluation Report</b></p>
<b>High Priority</b>
<p><b>ADA Access: Update Report and Implementation</b></p> <p><b>Tree Preservation Ordinance: Account Creation and Direction</b></p> <p><b>Management and Employee Succession: Implementation, Funding and Update Reports</b></p> <p><b>Okeechobee Boulevard Main Entrance Sign Improvements: Design, Direction and Funding</b></p> <p><b>Village’s Stormwater Management Program: Effectiveness Evaluation and Direction</b></p>

## MANAGEMENT IN PROGRESS 2024 – 2025

Federal American Rescue Dollars: Reporting

Contract for Services: Opportunities Identification

Laserfiche Connect: Engineering: Funding; Completion

State Legislative Agenda and Advocacy:  
Direction and Village Actions

Purchasing Integration to Laserfiche

ProjectDox Community Outreach: Development

Project Maps and Various Zoning Maps: Update

New Resident/Business Packet: Update

HRIS System: Implementation

Development Application Manual Update

Village Website: Enhancements

Royal Palm Beach Passport Type Material: Development

Parks Web Maps:  
Engineering Program Improvements and Map Redesign

New Engineering and ROW Permits for Mapping and Entry: Streamlining

Public Works Organization Chart (Budget FY 25)

Two (2) Fertilizer Spreaders (Budget FY 25)

Village Code of Ordinance Revisions through CivicPlus (Municode)

Election Materials (i.e., Candidate Information Handbook,  
Municipal Election Schedule, etc.): Update

Standard Operating Procedures for the Web and Media Content: Update

Policy and Procedures for Public Records

Request to Conform with Legislative Changes: Update

Community Connection – Hurricane Guide: Development

Customers and E-Permitting Process Education: Development

Virtual Inspection Products and Applications:  
Evaluation and Direction

Artificial Intelligence Functions (and How They May Potentially Be Applied  
within Community Development Service Delivery):  
Evaluation and Actions

Internship Hiring Options within Plumbing/Mechanical/Electrical/Building  
Positions: Direction

Project Management Software (PRJ#- EN-TBD8 / Fund-303):  
Evaluation and Implementation

Community Summit 2024: Direction

Workforce Tracking for Public Works Using ESRI GIS Tools for Work Order  
Assignments, Implementation

Real-Time Mapping of Current Open Permits for All Types of Development,  
ROW and Engineering Projects  
(PRJ#- GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)

New Engineering and ROW Permits for Mapping and Entry into Various  
Survey123 Applications (Engineering Inspections and NPDES Inspections)  
(PRJ#- GIS-01 / Fund-N/A) (PRJ#- GIS25-03 / Fund-N/A)

Financial Policies and Procedures to Ensure Regulatory Compliance:  
Completion

Standard Operating Procedures for All Finance Tasks:  
Creation and Update

Customized Departmental Budget Dashboards in OpenGov: Creation

Palm Beach County Water Utilities Franchise Fees:  
Audit and Report

Popular Annual Financial Report (PAFR): Preparation

New Time Keeping: Implementation

Standard Operating Procedures Specific to HR and Risk: Development

Insurance Bid: Preparation, Bid and Direction

Job Descriptions: Edit and Rewrite

Worker's Comp and Liability Suits: Resolution

HR Functions and AI: Research and Direction

Professional White Board Videos for Onboarding:  
Research and Funding (Budget FY 25)

HRIS System Standardized Job Postings  
with Unique Qualification Questions: Creation

Village Training Program Enhancements:  
Tracking and Library Development

Cloud-based Applicant Tracking/Recruitment, On/Off Boarding,  
Performance/Learning Management, Time & Attendance Capturing  
Software Solutions: Deployment

Cypress Hall Audio-Video Systems: Deployment

Migration of Virtual and Physical Servers from DBF to Village Hall Cluster:  
Completion

Microsoft Hyper-V Server Replication to DBF Hyper-V Cluster

Windows Hello Login: Completion

10GB Network to Remote Facilities, Primarily Rec Center,  
Commons, and Cultural Center

Aruba Wi-Fi at All Facilities, Replacing Older Ubiquiti System: Deployment

Network Segregation Topology: Deployment

Use of AI Technologies: Investigation and Report with Options

Planning and Zoning Department's Website: Update

Development Review Procedures for Applicants: Update

Permitting of Community Residential Homes  
(According to the Requirements of Florida State Statute 419.001)

Development Approval Layer in GIS: Creation

Development Application Manuals for Each of the Development  
Applications for ProjectDox: Completion

Community Residential Homes GIS Layer: Creation

Frequently Asked Questions List for the Website: Creation

Vehicle Replacements: Evaluation and Funding (CIP FY 25)

Outdated Speed Measuring Equipment Replacement (Budget FY 25)

Enhanced Bathroom Maintenance (Budget FY 25): Kick Off

Shakespeare under the Palms in RPB Commons Park 2024 (King Lear)

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;  
Lot 179 Grouse Lane Entrance to Amphitheater: Construction

Semi-Annual Parks Recreation Program Guide Renewal: Implementation

Art in Public Places Ordinance: Revision and Adoption

Program to Display Local Artist Art Work: Creation

Community Education: "Lock Your Vehicle"

Sector Patrol Boundaries Analysis (Linked to Tuttle Royale Development)

Crime Reduction through Directed Patrol Plans

Neighborhood Watch/Crime Reduction Program: Expansion

ALDI Park PID Remaining Parcels (Developer Driven)

Community Residential Homes Administration Mapping

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.

Manufacturing and Limited Processing Parking Requirements:  
Evaluation and Direction

Village-Owned Utility Boxes Wrapping: Completion

Directed Patrol Plans: Expanded Use

## MAJOR PROJECTS 2024 – 2025

<p>Farber Building Renovations: Construction</p> <p>Village Hall Sculpture: Installation</p> <p>Bus Stop: Installation (2)</p> <p>LaMancha Underdrain (ARPA PW2204): Design and Construction</p> <p>Canal Bank Stabilization (APRA PW1806) Round 2: Award; Construction</p> <p>Water Treatment Plant (PW1802/PW1902): Bid</p> <p>SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL</p> <p>Drainage System Improvements (PW 1903): Heron Bay Parkway – ITB; Award; Construction</p> <p>Annual Backflow Preventer Replacement (PW24BF)</p> <p>Storm Drain Outfall Replacement (ARPA – PW22SD): Design; ITB; Award; Construction</p> <p>Sidewalk Trip Hazards Elimination</p> <p>Canal Back Maintenance (ARPA PW2205): Design; ITB; Award; Construction</p> <p>Annual Repairs/Replacements Bus Shelters, (PW22BS)</p> <p>Lamstein Lane Street Lights (CIP FY 27)</p> <p>Earth Day Lake Bank Stabilization Project (PRJ#- EN2301 / Fund-105)</p> <p>Cypress Hall (PRJ#- EN2202 / Fund-105): Construction</p> <p>ADA Improvements Phase II Grant Notice to Proceed (PRJ#- EN2302 / Fund-303): Notice to Proceed Construction</p> <p>Asphalt Walkways on the Village Hall Campus with Concrete Sidewalks (PRJ#- EN25XX / Fund-TBD) Replacement: Completion</p> <p>Aquatic Vegetation Maintenance</p> <p>Pressure Cleaning Contractor: NTP FY2024; Substantial Completion</p> <p>Drainage System Improvements (ARPA PW1903): Design; ITB; Award; Construction</p> <p>Guard Rail Replacement (PW2104): PO Requisition; Completion</p> <p>PBSO Bathroom Renovations (PW2404): Completion</p>	<p>Street Restriping (PW24SR)</p> <p>Street Sign R&amp;R (PW24SS)</p> <p>Fountain Replacement (PW2208)</p> <p>New Roof on the Katz Field Building (PR2405): Design; ITB; Award; Construction</p> <p>Boat Dock Repair and Replacement: Direction and Funding (CIP FY 25)</p> <p>Homeplace Park Pickle Ball Courts (2): Design</p> <p>Royal Palm Beach Bike and Pedestrian Access of the Pond Cypress Trail System: Creation</p> <p>Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building</p> <p>Crestwood North Park (PRJ#- PR2102 / Fund-301): Construction</p> <p>Bike Path Trailhead and Signage Plan Grant Notice to Proceed (PRJ#- EN2102 / Fund-303): Notice to Proceed</p> <p>Splash Pad Re-Construction at Veterans Park (PRJ#- PR2307 / Fund-302)</p> <p>Cultural Center Entry Enhancement: Design and Construction (PRJ#- PR2401 / Fund-303)</p> <p>Additional Surveillance Video Cameras at RPB Commons Park: Deployment</p> <p>Comprehensive All Access Playscape: Report with Options and Direction (CIP FY 25)</p> <p>Cypress Hall: Construction and Opening</p> <p>Recreation Center Remodel/Expansion: Final Design, Construction and Opening</p> <p>Annual Vegetation Maintenance</p> <p>Annual Sidewalk Trip Hazards Repair</p> <p>Lake Bank Stabilization Project Completion (EN 2301)</p> <p>Bilbao Street to Okeechobee Boulevard Pathway Replacement (2305)</p> <p>Cypress Key Traffic Signal: Traffic Study and Installation</p>
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# *STRATEGIC PLAN*

## *2024 2029 2039*

Mayor and Village Commission



Royal Palm Beach, Florida  
April 2024

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# Table of Contents

## EXECUTIVE SUMMARY

<b>Strategic Framework for the Village of Royal Palm Beach</b>	<b>1</b>
<b>Royal Palm Beach Vision 2039</b>	<b>2</b>
<b>Royal Palm Beach Village Government: Our Mission</b>	<b>3</b>
<b>Village of Royal Palm Beach: Plan 2024 – 2029</b>	<b>4</b>
<b>Village of Royal Palm Beach: Action Agenda 2024 – 2025</b>	<b>17</b>

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**STRATEGIC FRAMEWORK  
MODEL FOR VILLAGE OF ROYAL  
PALM BEACH**

**VISION 2039**

*“Desired Destination for Royal Palm Beach”*

**PLAN 2029**

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

**EXECUTION**

*“Route for Next Year”*

**MISSION**

*“Responsibilities of Royal Palm Beach’s Village  
Government”*

**BELIEFS**

*“Performance Expectations for  
Royal Palm Beach Village Employees”*

**Royal Palm Beach  
Vision 2039**

**ROYAL PALM BEACH 2039** *is a*  
**Hometown Community,**  
**Family Community.**



# **Royal Palm Beach Village Government: Our 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 2029**

**FINANCIALLY SOUND GOVERNMENT**

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**RESPONSIVE VILLAGE SERVICES**

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**EXCEPTIONAL PARKS AND LEISURE  
CHOICES FOR ALL**

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**RPB - A UNIQUE COMMUNITY**

## **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. Prioritizing and funding future capital projects – continuing to invest in Village infrastructure, parks and facilities
2. Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials, contractors, labor rate
3. Significant number of retirements coming up over the next year and five years
4. Finding quality and qualified candidates for Village employment
5. Maintaining fiscal responsibility
6. State of Florida legislation impacting Village revenues and services, impact fees, sovereign immunity, home rule, etc.
7. Defining and prioritizing the Village services and service levels that are responsive to the community
8. Continuing to expand residents’ understanding of Village’s plans, projects, services, finances, programs and activities
9. Having a skilled, technologically savvy Village workforce
10. Increasing cost of living for Village employees and the costs of living in South Florida

»» **Actions 2024 – 2025**

**Policy Agenda**

1. Balanced Budget FY25 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 **Top Priority**
4. Community Non-Profit Organization Use of Village Facilities: Report with Current Practices and Policy Direction **High Priority**
5. NLC: One Year Membership and Evaluation Report

**Management Agenda**

1. Purchasing Ordinance: Review and Adoption **Top Priority**
2. Naviline Enterprise Resource Planning (ERP) System Replacement: Funding **Top Priority**

**Management in Progress**

1. Federal American Rescue Dollars: Reporting
2. Contract for Services: Opportunities Identification

**Major Projects**

1. Farber Building Renovations: Direction and Funding

## **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 and to reduce the cost-of-service delivery

### **»» Short-Term Challenges and Opportunities**

1. Maintaining a safe environment in public areas and events
2. Growing village population and increasing demands for Village services
3. Continuing and enhancing the effective methods for communicating with the community
4. Upcoming retirement and need for succession planning and talent development
5. Increasing State of Florida mandates and regulations impacting Village finances and service delivery
6. Increasing frequency and severity of cyber-attacks and security breaches
7. Continuing to enhance the customer's experience
8. Excessive use and maintaining Village parks and facilities

## »» Actions 2024 – 2025

### Policy Agenda

1. Talent Development Programs: Programs and Funding
2. Public Information Enhancements: Next Steps and Plan for 2024 – 2025
3. Code Enforcement Customer Service

*High Priority*

### Management Agenda

1. Management and Employee Succession: Implementation, Funding and Update Reports
2. Municipal Code Revisions: Completion
  - a. ROW Permitting
  - b. Fire Lanes

*High Priority*

### Management in Progress

1. Laserfiche Connect: Engineering
  - a. Funding
  - b. Completion
2. State Legislative Agenda and Advocacy: Direction and Village Actions
3. Purchasing Integration to Laserfiche
4. ProjectDox Community Outreach: Development
5. Project Maps and Various Zoning Maps: Update
6. New Resident/Business Packet: Update
7. HRIS System: Implementation
8. Development Application Manual Update
9. Village Website: Enhancements
10. Royal Palm Beach Passport Type Material: Development
11. Parks Web Maps: Engineering Program Improvements and Map Redesign
12. New Engineering and ROW Permits for Mapping and Entry: Streamlining
13. Public Works Organization Chart (Budget FY 25)
14. Two (2) Fertilizer Spreaders (Budget FY 25)
15. Village Code of Ordinance Revisions through CivicPlus (Municode)
16. Election Materials (i.e., Candidate Information Handbook, Municipal Election Schedule, etc.): Update
17. Standard Operating Procedures for the Web and Media Content: Update
18. Policy and Procedures for Public Records Request to Conform with Legislative Changes: Update
19. Community Connection – Hurricane Guide: Development
20. Customers and E-permitting Process Education: Development
21. Virtual Inspection Products and Applications: Evaluation and Direction

## »» Actions 2024 – 2025

### Management in Progress (continued)

22. Artificial Intelligence Functions (and how they may potentially be applied within Community Development service delivery): Evaluation and Actions
23. Internship Hiring Options within Plumbing/Mechanical/Electrical/Building Positions: Direction
24. Project Management Software (PRJ#- EN-TBD8 / Fund-303): Evaluation and Implementation
25. Community Summit 2024: Direction
26. Workforce Tracking for Public Works Using ESRI GIS Tools for Work Order Assignments, Implementation
27. Real-Time Mapping of Current Open Permits for All Types of Development, ROW and Engineering Projects (PRJ#- GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)
28. New Engineering and ROW Permits for Mapping and Entry into Various Survey Applications (Engineering Inspections and NPDES Inspections) (PRJ#- GIS-01 / Fund-N/A) (PRJ#- GIS25-03 / Fund-N/A)
29. Financial Policies and Procedures to Ensure Regulatory Compliance: Completion
30. Standard Operating Procedures for All Finance Tasks: Creation and Update
31. Customized Departmental Budget Dashboards in OpenGov: Creation
32. Palm Beach County Water Utilities Franchise Fees: Audit and Report
33. Popular Annual Financial Report (PAFR): Preparation
34. New Time Keeping: Implementation
35. Standard Operating Procedures Specific to HR and Risk: Development
36. Insurance Bid: Preparation, Bid and Direction
37. Job Descriptions: Edit and Rewrite
38. Worker's Comp and Liability Suits: Resolution
39. HR Functions and AI: Research and Direction
40. Professional White Board Videos for Onboarding: Research and Funding (Budget FY 25)
41. HRIS System Standardized Job Postings with Unique Qualification Questions: Creation
42. Village Training Program Enhancements: Tracking and Library Development
43. Cloud-Based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing Software Solutions: Deployment
44. Cypress Hall Audio-Video Systems: Deployment
45. Migration of Virtual and Physical Servers from DBF to Village Hall Cluster: Completion

## »» Actions 2024 – 2025

### Management in Progress (continued)

46. Microsoft Hyper-V Server Replication to DBF Hyper-V Cluster
47. Windows Hello Login: Completion
48. 10GB Network to Remote Facilities, primarily Rec Center, Commons, and Cultural Center
49. Aruba Wi-Fi at All Facilities, Replacing Older Ubiquiti System: Deployment
50. Network Segregation Topology: Deployment
51. Use of AI Technologies: Investigation and Report with Options
52. Planning and Zoning Department’s Website: Update
53. Development Review Procedures for Applicants: Update
54. Permitting of Community Residential Homes (According to the Requirements of Florida State Statute 419.001)
55. Development Approval Layer in GIS: Creation
56. Development Application Manuals for Each of the Development Applications for ProjectDox: Completion
57. Community Residential Homes GIS Layer: Creation
58. Frequently Asked Questions List for the Website: Creation
59. Vehicle Replacements: Evaluation and Funding (CIP FY 25)
60. Outdated Speed Measuring Equipment Replacement (Budget FY 25)
61. Enhanced Bathroom Maintenance (Budget FY 25): Kick Off

### Major Projects

1. Village Hall Sculpture: Installation
2. Bus Stop: Installation (2)
3. LaMancha Underdrain Design (PW2204): Funding
4. Bridge Slope Stabilization (PW 1709/PW1806) Round 2
  - a. Award
  - b. Construction
5. Water Treatment Plant (PW1802/PW1902): Bid
6. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL
7. Drainage System Improvements (PW 1903): Construction
8. Annual Backflow Preventer Replacement (PW24BF)
9. Storm Drain Outfall Replacement (ARPA – PW22SD)
10. Sidewalk Trip Hazards Elimination
11. Canal Back Maintenance (PW2205): Funding
12. Annual Repairs/Replacements Bus Shelters (PW22BS)
13. Lamstein Lane Street Lights (Budget FY 27)



»» **Actions 2024 – 2025**

**Major Projects** (continued)

14. Earth Day Lake Bank Stabilization Project (PRJ#- EN2301 / Fund-105)
15. Cypress Hall (PRJ#- EN2202 / Fund-105): Construction
16. ADA Improvements Phase II Grant Notice to Proceed (PRJ#- EN2302 / Fund-303): Construction
17. Asphalt Walkways on the Village Hall Campus with Concrete Sidewalks (PRJ#- EN25XX / Fund-TBD) Replacement: Completion
18. Aquatic Vegetation Maintenance
19. Pressure Cleaning Contractor
20. Drainage System Improvements (PW1903)
21. Guard Rail Replacement (PW2104)
22. PBSO Bathroom Renovations (PW2404)
23. Street Restriping (PW24SR)
24. Street Sign R&R (PW24SS)
25. Fountain Replacement (PW2208)
26. New Roof on the Katz Field Building (PR2405): Design and Construction
27. Boat Dock Repair and Replacement: Direction and Funding (Budget 2025)

## **GOAL 3 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. Maintain and enhance venues at RPB Commons Park
4. Develop additional park venues
5. Enhance quality of community events
6. Develop bike/pedestrian access points to RPB Commons Park through easements between houses
7. Expand teen and senior programming and activities responsive to the needs of our residents

### **»» Short-Term Challenges and Opportunities**

1. Maintaining safe parks, facilities and events
2. Aging facilities needing repairs and upgrades, replacements
3. Securing and retaining quality Village staff
4. Wide variety of offerings for seniors
5. Keeping events fresh and inviting for our residents
6. Excessive use of athletic facilities and maintenance
7. Obtaining sponsorships for programs and events

»» **Actions 2024 – 2025**

**Policy Agenda**

- 1. Aging Park Renewal and Replacement: Plan Development and Funding *Top Priority*
- 2. Senior Needs: Assessment Update, Report with Findings and Recommendations, Direction and Village Actions *Top Priority*
- 3. Turf Fields [2]: Feasibility Report, Direction and Funding *High Priority*
- 4. Camellia Park Renovation (PR2402): Direction, Funding and Design

**Management Agenda**

- 1. Sidewalk Cleaning – Sweet Bay Land and Parks: Actions

**Management in Progress**

- 1. Shakespeare under the Palms in RPB Commons Park 2024
- 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. Art in Public Places Ordinance: Revision and Adoption
- 8. Program to Display Local Artist Art Work: Creation

**Major Projects**

- 1. Homeplace Park Pickle Ball Courts (2): Design
- 2. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation
- 3. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building
- 4. Crestwood North Park (PRJ#- PR2102 / Fund-301): Construction
- 5. Bike Path Trailhead and Signage Plan Grant Notice to Proceed (PRJ#- EN2102 / Fund-303): Notice to Proceed
- 6. Splash Pad Re-Construction at Veterans Park (PRJ#- PR2307 / Fund-302)
- 7. Cultural Center Entry Enhancement: Design and Construction (PRJ#- PR2401 / Fund-303)
- 8. Additional Surveillance Video Cameras at RPB Commons Park: Deployment
- 9. Comprehensive All Access Playscape: Report with Options and Direction (CIP FY 25)
- 10. Cypress Hall: Construction and Opening
- 11. Recreation Center Remodel/Expansion: Final Design, Construction and Opening

## **GOAL 4 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 social center
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, Arden, GL Homes, Avenir
2. Maintaining the character of Royal Palm Beach – the reasons that residents make the choice to live here
3. State of Florida actions impacting Village, including mobility fee
4. Developing a transit hub in Royal Palm Beach
5. Lack of a common regional vision for transportation, transit and mobility
6. Traffic congestion and limiting road capacity
7. Addressing problems associated with homeless population and with few tools for Village government
8. Maintaining a low crime rate

»» **Actions 2024 – 2025**

**Policy Agenda**

- 1. Tuttle Royale Development: Stay Strong with Approved Concept Top Priority
- 2. Road Resurfacing Plan and Revenue Source: Direction and Funding High Priority
- 3. Western Communities Forum Revitalization: Direction and Village Actions High Priority
- 4. State Road 7 Corridor Redevelopment Policy and Land Use: Direction High Priority
- 5. Safe Community Action Plan: PBSO Needs, Direction and Funding
- 6. Municipal Parking Ordinance: Review and Adoption

**Management Agenda**

- 1. Cypress Key Commercial Development: Next Steps Top Priority
- 2. Homeless Policy, Strategy and Action Plan: State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions Top Priority
- 3. Pilot Voucher Program: Initiation and Evaluation Report Top Priority
- 4. ADA Access: Update Report and Implementation High Priority
- 5. Tree Preservation Ordinance: Account Creation and Direction High Priority
- 6. Okeechobee Boulevard Main Entrance Sign Improvements: Design and Direction High Priority
- 7. Village Stormwater Management Program: Effectiveness Evaluation and Direction High Priority
- 8. Evaluation and Appraisal Report (EAR) Water Supply Plan: Completion
- 9. BB Guns Regulations: Direction
- 10. Landscape Code Refinement: Buffers

**Management in Progress**

- 1. Community Education: “Lock Your Vehicle”
- 2. Sector Patrol Boundaries Analysis (Linked to Tuttle Royale Development)
- 3. Crime Reduction through Directed Patrol Plans
- 4. Neighborhood Watch/Crime Reduction Program: Expansion
- 5. ALDI Park PID Remaining Parcels (Developer Driven)
- 6. Community Residential Homes Administration Mapping
- 7. Rear Easement on RS-2 Properties Located along Hibiscus Drive Adjacent to the M-1 Canal and Propose Expanded Use into Extensive Existing Maintenance Easements
- 8. Manufacturing and Limited Processing Parking Requirements: Evaluation and Direction

»» **Actions 2024 – 2025**

**Management in Progress** (continued)

9. Village-Owned Utility Boxes Wrapping: Completion
10. Directed Patrol Plans: Expanded Use

**Major Projects**

1. Annual Vegetation Maintenance
2. Annual Sidewalk Trip Hazards Repair
3. Lake Bank Stabilization Project Award Bid (EN 2301)
4. Bilbao Street to Okeechobee Boulevard Pathway Replacement (2305)
5. Cypress Key Traffic Signal: Installation

# **Policy Agenda 2024 – 2025 Targets for Action Village of Royal Palm Beach**

## **TOP PRIORITY**

**Balanced Budget FY24 without Tax Increase**

**Aging Park Renewal and Replacement: Plan Development and Funding**

**Senior Needs:**

**Assessment Update, Report with Findings and Recommendations,  
Direction and Village Actions**

**Tuttle Royale Development: Stay Strong with Approved Concept**

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

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

## **HIGH PRIORITY**

**Road Resurfacing Plan and Revenue Source: Direction and Funding**

**Community Non-Profit Organization Use of Village Facilities:  
Report with Current Practices and Policy Direction**

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

**Talent Development Programs: Programs and Funding**

**Western Communities Forum Revitalization: Direction and Village Actions**

**State Road 7 Corridor Redevelopment Policy and Land Use: Direction**

# **Management Agenda 2024 – 2025**

## **Targets for Action**

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

#### **TOP PRIORITY**

**Cypress Key Commercial Development: Next Steps**

**Purchasing Ordinance: Review and Adoption**

**Naviline Enterprise Resource Planning (ERP) System Replacement: Funding**

**Homeless Policy, Strategy and Action Plan:  
State Law Analysis, Report with Options, Village Role, Policy Direction and  
Village Actions**

**Pilot Voucher Program: Initiation and Evaluation Report**

#### **HIGH PRIORITY**

**ADA Access: Update Report and Implementation**

**Tree Preservation Ordinance: Account Creation and Direction**

**Management and Employee Succession:  
Implementation, Funding and Update Reports**

**Okeechobee Blvd. Main Entrance Sign Improvements: Design, Direction and Funding**

**Village's Stormwater Management Program: Effectiveness Evaluation and Direction**



# Management in Progress 2024 – 2025

## Village of Royal Palm Beach

1. Federal American Rescue Dollars: Reporting
2. Contract for Services: Opportunities Identification
3. Laserfiche Connect: Engineering Completion
4. State Legislative Agenda and Advocacy: Direction and Village Actions
5. Purchasing Integration to Laserfiche
6. ProjectDox Community Outreach: Development
7. Project Maps and Various Zoning Maps: Update
8. New Resident/Business Packet: Update
9. HRIS System: Implementation
10. Development Application Manual Update
11. Village Website: Enhancements
12. Royal Palm Beach Passport Type Material: Development
13. Parks Web Maps: Engineering Program Improvements and Map Redesign
14. New Engineering and ROW Permits for Mapping and Entry: Streamlining
15. Public Works Organization Chart (Budget FY 25)
16. Two (2) Fertilizer Spreaders (Budget FY 25)
17. Village Code of Ordinance Revisions through CivicPlus (Municode)
18. Election Materials (i.e., Candidate Information Handbook, Municipal Election Schedule, etc.): Update
19. Standard Operating Procedures for the Web and Media Content: Update
20. Policy and Procedures for Public Records Request to Conform with Legislative Changes: Update
21. Community Connection – Hurricane Guide: Development
22. Customers and E-Permitting Process Education: Development
23. Virtual Inspection Products and Applications: Evaluation and Direction
24. Artificial Intelligence Functions (and How They May Potentially Be Applied within Community Development Service Delivery): Evaluation and Actions
25. Internship Hiring Options within Plumbing/Mechanical/Electrical/Building Positions: Direction
26. Project Management Software (PRJ#- EN-TBD8 / Fund-303): Evaluation and Implementation
27. Community Summit 2024: Direction

28. Workforce Tracking for Public Works using ESRI GIS Tools for Work Order assignments. Implementation
29. Real-Time Mapping of Current Open Permits for All Types of Development, ROW and Engineering Projects (PRJ#- GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)
30. New Engineering and ROW Permits for Mapping and Entry into Various Survey123 Applications (Engineering Inspections and NPDES Inspections.) (PRJ#- GIS-01 / Fund-N/A) (PRJ#- GIS25-03 / Fund-N/A)
31. Financial Policies and Procedures to Ensure Regulatory Compliance: Completion
32. Standard Operating Procedures for All Finance Tasks: Creation and Update
33. Customized Departmental Budget Dashboards in OpenGov: Creation
34. Palm Beach County Water Utilities Franchise Fees: Audit and Report
35. Popular Annual Financial Report (PAFR): Preparation
36. New Time Keeping: Implementation
37. Standard Operating Procedures specific to HR and Risk: Development
38. Insurance Bid: Preparation, Bid and Direction
39. Job Descriptions: Edit and Rewrite
40. Worker's Comp and Liability Suits: Resolution
41. HR Functions and AI: Research and Direction
42. Professional White Board Videos for Onboarding: Research and Funding (Budget FY 25)
43. HRIS System Standardized Job Postings with Unique Qualification Questions: Creation
44. Village Training Program Enhancements: Tracking and Library Development
45. Cloud-based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing Software Solutions: Deployment
46. Cypress Hall Audio-Video Systems: Deployment
47. Migration of Virtual and Physical Servers from DBF to Village Hall Cluster: Completion
48. Microsoft Hyper-V Server Replication to DBF Hyper-V Cluster
49. Windows Hello Login: Completion
50. 10GB Network to Remote Facilities, Primarily Rec Center, Commons, and Cultural Center
51. Aruba Wi-Fi at All Facilities, Replacing Older Ubiquiti System: Deployment
52. Network Segregation Topology: Deployment
53. Use of AI Technologies: Investigation and Report with Options
54. Planning and Zoning Department's Website: Update
55. Development Review Procedures for Applicants: Update
56. Permitting of Community Residential Homes (According to the Requirements of Florida State Statute 419.001)
57. Development Approval Layer in GIS: Creation

58. Development Application Manuals for Each of the Development Applications for ProjectDox: Completion
59. Community Residential Homes GIS Layer: Creation
60. Frequently Asked Questions List for the Website: Creation
61. Vehicle Replacements: Evaluation and Funding (CIP FY 25)
62. Outdated Speed Measuring Equipment Replacement (Budget FY 25)
63. Enhanced Bathroom Maintenance (Budget FY 25): Kick Off
64. Shakespeare under the Palms in RPB Commons Park 2024 (King Lear)
65. Crestwood North Park Development: Funding, Bid and Construction
66. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting
67. Mayor’s Benefit Golf Tournament
68. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park; Lot 179 Grouse Lane Entrance to Amphitheater: Construction
69. Semi-Annual Parks Recreation Program Guide Renewal: Implementation
70. Art in Public Places Ordinance: Revision and Adoption
71. Program to Display Local Artist Art Work: Creation
72. Community Education: “Lock Your Vehicle”
73. Sector Patrol Boundaries Analysis (linked to Tuttle Royale Development)
74. Crime Reduction through Directed Patrol Plans
75. Neighborhood Watch/Crime Reduction Program: Expansion
76. ALDI Park PID Remaining Parcels (Developer Driven)
77. Community Residential Homes Administration Mapping
78. 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.
79. Manufacturing and Limited Processing Parking Requirements: Evaluation and Direction
80. Village-Owned Utility Boxes Wrapping: Completion
81. Directed Patrol Plans: Expanded Use

# Major Projects 2024 – 2025

## Village of Royal Palm Beach

1. Farber Building Renovations: Construction
2. Village Hall Sculpture: Installation
3. Bus Stop: Installation (2)
4. LaMancha Underdrain (ARPA PW2204): Design and Construction
5. Canal Bank Stabilization (APRA PW1806) Round 2: Award and Construction
6. Water Treatment Plant (PW1802/PW1902): Bid
7. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL
8. Drainage System Improvements (PW 1903):Heron Bay Parkway: ITB, Award and Construction
9. Annual Backflow Preventer Replacement (PW24BF)
10. Storm Drain Outfall Replacement (ARPA – PW22SD): Design, ITB, Award and Construction
11. Sidewalk Trip Hazards Elimination
12. Canal Back Maintenance (ARPA PW2205): Design, ITB, Award and Construction
13. Annual Repairs/Replacements Bus Shelters, (PW22BS)
14. Lamstein Lane Street Lights (CIP FY 27)
15. Earth Day Lake Bank Stabilization Project (PRJ#- EN2301 / Fund-105)
16. Cypress Hall (PRJ#- EN2202 / Fund-105): Construction
17. ADA Improvements phase II Grant Notice to Proceed (PRJ#- EN2302 / Fund-303): Notice to Proceed Construction
18. Asphalt Walkways on the Village Hall Campus with Concrete Sidewalks (PRJ#- EN25XX / Fund-TBD) Replacement: Completion
19. Aquatic Vegetation Maintenance
20. Pressure Cleaning Contractor: NTP FY 2024 and Substantial Completion
21. Drainage System Improvements (ARPA PW1903): Design, ITB, Award and Construction
22. Guard Rail Replacement (PW2104): PO Requisition and Construction
23. PBSO Bathroom Renovations (PW2404): Completion
24. Street Restriping (PW24SR)
25. Street Sign R&R (PW24SS)
26. Fountain Replacement (PW2208)

27. New Roof on the Katz Field Building (PR2405): Design, ITB, Award and Construction
28. Boat Dock Repair and Replacement: Direction and Funding (CIP FY 25)
29. Homeplace Park Pickle Ball Courts (2): Design
30. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation
31. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building
32. Crestwood North Park (PRJ#- PR2102 / Fund-301): Construction
33. Bike Path Trailhead and Signage Plan Grant Notice to Proceed (PRJ#- EN2102 / Fund-303): Notice to Proceed
34. Splash Pad Re-construction at Veterans Park (PRJ#- PR2307 / Fund-302)
35. Cultural Center Entry Enhancement: Design and Construction (PRJ#- PR2401 / Fund-303)
36. Additional Surveillance Video Cameras at RPB Commons Park: Deployment
37. Comprehensive All Access Playscape: Report with Options and Direction (CIP FY 25)
38. Cypress Hall: Construction and Opening
39. Recreation Center Remodel/Expansion: Final Design, Construction and Opening
40. Annual Vegetation Maintenance
41. Annual Sidewalk Trip Hazards Repair
42. Lake Bank Stabilization Project Completion (EN 2301)
43. Bilbao Street to Okeechobee Boulevard Pathway Replacement (2305)
44. Cypress Key Traffic Signal: Traffic Study and Installation

# *PERFORMANCE REPORT 2023 – 2024*

Mayor and Village Commission



Royal Palm Beach, Florida  
April 2024

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)

**A**

**Performance Rating for  
2023 – 2024**

# Performance Rating for 2023 – 2024 Mayor and Village Council

## 9.2

### **Rationale for Rating**

1. Budget and Steady Tax Rate
2. Village Hall: Construction, Transition and Opening – Positive Feedback
3. Mayor and Village Council Performance: Leadership and Teamwork – Dedication to Serving our Royal Palm Beach Community
4. Village Manager and Management Team Performance: Leadership and Teamwork – Dedication to Serving our Royal Palm Beach Community
5. New Financial Director Smooth Transition
6. Recreation Center: Significant Progress
7. Village Services Adding Value to Residents' lives
8. Fiscal Competence and Discipline
9. Tuttle Royale Development: Residential Development and Commercial Commitments
10. Stronger Community Events with Increasing Resident Attendance
11. Hospital Ordinance and New Medical Facility Development
12. Crestwood Park North – Construction and Near Opening



# Performance Rating for 2023 – 2024 Management Team

## 8.8

### **Rationale for Rating:**

1. Village Hall Project: Open, Teamwork on the Project, Positive Feedback from Employees and the RPB Community
2. Fiscally Sound Village Government: Budget without Tax Increase; Year-end Cost Savings
3. Smooth Transition to New Department Heads (2): Hired the Right Managers for RPB
4. High Service Level Provided Small Village Staff – Doing More with Less
5. Teamwork and Collaboration among the Management Team and Village Departments
6. Support for Village Workforce: Succession Planning, Competitive Compensation and Benefits
7. Positive Community Curb Appeal
8. Upgrading Village Facilities and Infrastructure through Capital Budget and Projects
9. Enhanced Communications with our RPB Community
10. Village Government Adaptability and Nimbleness to a Dynamic Environment
11. GIS Becoming a Valued Tool for Management and Service Delivery – Two New Staff
12. Smooth Election – Continuity of Mayor and Village Council
13. Strong Community Events with Growing Attendance
14. Always Can Do Better

**B**

# **Performance Report 2023 – 2024**

# 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 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**

**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

# **Village Successes for 2023 – 2024 Mayor and Village Commissioners Village of Royal Palm Beach**

1. Village Hall Construction and Opening
2. Fiscally Responsible Budget with No Millage Rate Increase
3. RPB Commons Park Pavilions (2)
4. RPB Commons Park Events and Programming
5. Public Art at New Village Hall
6. Baptist Medical Complex and Stand-Alone Hospital Ordinance: Adoption
7. County Enclave Pockets Annexation Decision
8. APRA and 1cent Sales Tax Revenues and Use by Village Government
9. Top-Quality Recreation Programs and Expanding Participation
10. Recreation Center: Progress in Light of Setbacks
11. Tuttle Royale Development Project: Residential Development and Business Commitments (LOI)
12. Management Replacement Smooth Transition: Two New Department Heads
13. Public Information Enhancements
14. New Businesses, including Restaurants (Starbucks, Chipotle, BBQ)
15. Cypress Hall (Old Meeting Space) Conversion for Community Uses
16. New Pilot Project: Uber Vouchers Either To/From Bus Stop for Residents
17. Exceptional Village Services Provided by Village Government

18 Village Government Internship Program: Initiated

19. Village Government Cyber Security



**C**

# **Department Performance 2023 – 2024**

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

### April 2024

#### DEPARTMENT: Clerk's Office

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Please list your department's most important achievements that were completed during 2023 – 2024 under "Success." Under "Impacts", please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Prepared for as well as conducted the 2024 Municipal Election\*\*\*\*

**Impacts:** Prepared candidate packets, qualified the Mayor and Groups 1 and 3 (Mayor opposed by one candidate, Groups 1 and 3 unopposed)

**Success:** Updated code to change the 2024 General Election date to coincide with the Presidential Preference Primary

**Impacts:** Allows for larger voter turnout and a cost savings to the Village

**Success:** Secured one new polling location (Sporting Center at Commons Park) as well as assisted the SOE with all polling location agreements and coordination with Village precincts (i.e., Cultural Center, Recreation Center)

**Impacts:** Ensures residents have access to voting

**Success:** Coordinate with the SOE office regarding precinct and polling locations for recently annexed Sunset Isles

**Impacts:** Ensures new Village residents have access to voting

**Success:** Served as filing clerk for intake of required Election documents to candidates on the 2024 ballot

**Impacts:** Facilitate successful elections

<b>Success:</b> Coordinated and completed Village response to approximately 300 Public Records Requests****
<b>Impacts:</b> Ensures transparency in government

<b>Success:</b> Processed approximately 800 Municipal Lien Searches
<b>Impacts:</b> Fast response helps residents streamline refinancing, sales and purchases of homes and satisfies Village code enforcement liens

<b>Success:</b> Processed 30 new RV Lot lease requests along with tracking and enforcing existing leases for 213 residents
<b>Impacts:</b> Offers residents the option for economical and convenient RV storage and prevents possible code violations

<b>Success:</b> Continued to implement agendas and public participation protocols for both in person and remote public participation for all public meetings
<b>Impacts:</b> Continued to ensure convenient public meeting access for all residents

<b>Success:</b> Web & Media Content Specialist ongoing relationship/partnership with WPBF and Hubbard Radio Group as well as other news/media outlets****
<b>Impacts:</b> Increased community interaction, engagement and reach a larger audience

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

<b>Success:</b> Installation and operation of the new Village Informational Signs throughout the Village in order to publish Public Notices and to communicate Village meetings and activities
<b>Impacts:</b> Increase awareness of Village information to residents

<b>Success:</b> Web & Media Content Specialist management of Village website content
<b>Impacts:</b> Resulting in uniformity of tone, concise communication and shorter turnaround time for updates

**Success:** Update Laserfiche document imaging program regularly to ensure it is current

**Impacts:** Provides access to public records and convenient accessibility for all departments

**Success:** Assisted the Mayor in updating VECTOR information each month

**Impacts:** Keeping Village residents informed

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Community Development

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Please list your department’s most important achievements that were completed during 2023 – 2024 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 through key Building staffing changes****
<b>Impacts:</b> Training two new tech positions to replace long term employees
<b>Success:</b> Transitioned from CE staff changes****
<b>Impacts:</b> Acquiring and training replacement personnel to adequate levels
<b>Success:</b> Continue to deliver increased demand for access to public records****
<b>Impacts:</b> Maintained compliance with State Law and Village Policy
<b>Success:</b> Completion of Bella Sera residential project
<b>Impacts:</b> Challenges to complete project met
<b>Success:</b> Completion of large commercial Publix project
<b>Impacts:</b> Major project impacts minimized through effective in-progress inspections
<b>Success:</b> Completion of Aldi Warehouse project and PBC Business Development plans
<b>Impacts:</b> Expedited processes to assure commitment of businesses

<b>Success:</b> Reviewed and revised Municipal Code of Ordinances addressing Artificial Turf, State Law changes regarding Business Tax Receipts, Engineering and CE responsibilities, Parking in Fire lanes and ROW business restrictions
<b>Impacts:</b> Proactively reviewing and revising our Code of Ordinances to protect property values and maintain quality of life for residents

<b>Success:</b> Completion and relocation of service to New Village Hall
<b>Impacts:</b> Transition to new Village Hall through demolition of existing

<b>Success:</b> Initiating new Multi-Family Apartment Pod at Southern Properties****
<b>Impacts:</b> Continue to facilitate and expedite construction within the largest development project in RPB history.

<b>Success:</b> Cypress key Commercial estimated 85% complete
<b>Impacts:</b> Efficient construction reduces impact of adjacent residents

<b>Success:</b> Coordinating multiple Pods and Private Providers within Southern Properties****
<b>Impacts:</b> Fast and complex development on track toward completion

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Engineering

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Please list your department’s most important achievements that were completed during 2023 – 2024 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Completion of the new Village Hall and Site Reconstruction Project (EN2001, EN2104, EN2105)\*\*\*\*

**Impacts:** The new Village Hall is a one-stop shop for residents, offering: Expanded parking and a streamlined layout for easier access to public meetings, permits, and other village services; enhanced emergency preparedness as the building doubles as the Village's Emergency Operation Center; the convenience of a planned post office right on-site; and a beautiful aesthetic upgrade that reflects the pride of our community

**Success:** Completion of the Community Rating System (CRS) 5-year cycle visit\*\*\*\*

**Impacts:** The Village has completed its 5-year CRS cycle visit, which is a full review of all the Village's CRS activity documentation. Staff anticipates that the Village's CRS credit points will increase

**Success:** The ADA Improvements Phase II project was officially included in the Palm Beach Transportation Planning Agency's Work Program for \$666,000 in grant funding for FY26\*\*\*\*

**Impacts:** The Village will be able to construct a project to improve the safety and convenience of the sidewalk system throughout the northeastern quadrant of the Village using grant money

**Success:** The Pedestrian Network Wayfinding project was officially included in the Palm Beach Transportation Planning Agency's Work Program for \$874,000 in grant funding for FY26

**Impacts:** The Village will be able to construct a project to install guide signs, maps, and pedestrian shelters throughout the Village using grant money

**Success:** Completion of the Canal System Dredging Project (SW1901)

**Impacts:** Removed muck from approximately 2 miles of canals in Royal Palm Beach. Cleaning the canal bottom will reduce aquatic vegetation maintenance costs and improve water quality

**Success:** Completion of the Dry Detention Project (EN1904)

**Impacts:** The dry detention pond will offer a multi-pronged benefit to the Village. It will provide additional stormwater treatment, reduce the risk of flooding, minimize maintenance needs, and enhance the aesthetics of the FPL easement area.

**Success:** Completion of the Corporate Picnic Pavilions Project (PR2308, PR2105)\*\*\*\*

**Impacts:** The two large pavilions located near the sides of the amphitheater at Commons Park add a unique feature for residents and businesses within the Village. The structures can house events for corporate picnics, rehearsal dinners, and replace temporary rental tents at large Village events

**Success:** Completion of the Watershed Management Plan (SW2304)

**Impacts:** WMP will act as a guidance document for best practices in floodplain management and provide points to help maintain/improve the Village's CRS ranking

**Success:** Mapping Village Easement Agreements Throughout the Village. New and current easements are being mapped as they are submitted and approximately 50% of the historic easements in the Clerk's file system have been mapped

**Impacts:** Having quick access to easements throughout the Village on a map is important for accurate and timely decision making

**Success:** Created a Cultural Asset Survey for Public Arts Program to gather information from the public and create database of artist who live in the Village

**Impacts:** A local artist database allows the Village's Public Arts Professional to have an understanding of local artists in throughout the Village for potential projects and programs.



**Success:** GIS Licensing Upgrade to the ESRI Government Enterprise Agreement

**Impacts:** The ESRI Government Licensing Agreement will give the Village access to additional GIS applications and software as well as the ability for almost all staff to access GIS applications online. (additional users names) This will allow the GIS staff to create specific workflows across the organization while maintaining security and data integrity

**Success:** Survey123 App for HR Department for PBC Code of Ethics Training

**Impacts:** All employees are required to take PBC Ethics Training online. The PBC Ethics Trainings tracking survey enables employees to submit the completion of their ethics training with required signature directly to HR. The PBC required from is generated in an automated fashion as needed to deal with any potential audit.

**Success:** Completion of the Village Hall Office Furniture Project (EN2304)

**Impacts:** The new furnishings seamlessly blend form, function, and style, creating a space that's both beautiful and practical

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Finance

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Please list your department’s most important achievements that were completed during 2023 – 2024 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 the Distinguished Budget Presentation Award\*\*\*\*

**Impacts:** Recognition from GFOA and peers for presenting a budget document that meets both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA’s best practices on budgeting

**Success:** Obtained the Certificate of Achievement for Excellence in Financial Reporting\*\*\*\*

**Impacts:** Recognition from GFOA on preparing a comprehensive annual financial report that goes beyond the minimum requirements of generally accepted accounting principles as well as preparing a report that provides transparency and full disclosure of the financial condition of the Village

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

**Impacts:** Twenty seventh year without a tax increase resulting in savings to the residents and businesses within the Village

**Success:** Implemented OpenGov (Budget Software)\*\*\*\*

**Impacts:** This software allows us to prepare the budget document more efficiently, provide enhanced reporting to departments in real time and provide an interactive budget document for the residents

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Human Resources and Risk Management

Please list your department’s most important achievements that were completed during 2023 – 2024 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Open Enrollment went smooth with the new BENTEK system and the new Payroll/Benefits person having done it for the first time

**Impacts:** Employees are empowered to do their benefit selection and have information readily accessible. Another person is also trained on the system and able to use it

**Success:** We have started our Lunch and Learn seminars again post COVID Era. Attendance and feedback has been positive

**Impacts:** The HR department is able to get in person speakers again to interact with employees and answer questions they may have about topics that impact everyday life and financial wellness

**Success:** Approximately a 20% increase in participation in the Wellness Program\*\*\*\*

**Impacts:** Employees are taking advantage of the Biometrics and of the 2 hour PLT wellness benefit

**Success:** Rewrote and updated the Policy and Procedure Manual. Changed the Time Off policy adding Annual Leave Time to all full time employees\*\*\*\*

**Impacts:** Employees had concerns about having enough leave time for last minute issues. This addressed that concern while also giving the option to sell any unused time.

**Success:** We were able to give a healthy 5.5% COLA to offset increasing costs to employees for benefits such as Medical insurance\*\*\*\* The Village renewal for Medical was 4.5%

**Impacts:** According to the 2023 FL Health Insurance Market Report, premiums increased an average of 9.7% for FY22. The Village has successfully been able to negotiate premium renewals at or below market average

**Success:** Changed the current P&L insurance model for this 2023-2024 plan year due to market increase in premiums\*\*\*\*

**Impacts:** Cost savings of nearly half a million dollars. Changed insurance model completely

**Success:** Property and Liability cases have been low this year

**Impacts:** Our diligence in our sidewalk inspection program and other Risk preventative measures have resulted in less trip and fall claims. We have been able to well document and defend any cases that we were named in

**Success:** Completed an investigation that resulted in the exposure of an issue with the Village's gas cards

**Impacts:** We were able to fix a policy issue with assistance from Finance and strengthen the audit of Village purchases while also holding the guilty individuals responsible and successfully terminated them

**Success:** We have negotiated a lower cost pricing for our First Aid Safety Program for Village Wide supplies

**Impacts:** Cost savings to budget while maintaining First Aid, Defib. Machines and Summer Camp emergency packs

**Success:** We are updating job descriptions and looking at organizational changes to be more efficient within departments. Looking at AI and how it can be a tool to help with HR functions

**Impacts:** Streamline work and better function by adjusting work. Keep job descriptions up to date for clear expectations

**Success:** Made great efforts to scan a lot of files and eliminate the paper and or old files

**Impacts:** Laserfiche is our official record and we have tried to incorporate older files and a lot of paper. We have eliminated paper files for all new hires. Paper is immediately scanned and destroyed

**Success:** HR is using employee personal emails to communicate announcements

**Impacts:** We are eliminating departments having to make constant announcements in person, and also empowering employees to get increased information to understand their benefits and resources available to them

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

### April 2024

#### DEPARTMENT: Information Systems

Please list your department’s most important achievements that were completed during 2023 – 2024 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Seamless relocation of staff and network operations to new Village Hall

**Impacts:** No interruption of services to residents

**Success:** GoLive with cloud-based OpenGov Budgeting & Planning collaborative budgeting software

**Impacts:** Provides for better budget and planning collaboration and a more user-friendly public web portal.

**Success:** Coordinated routing and activation of Village, County, and private provider’s fiber/coax to New Village Hall\*\*\*\*

**Impacts:** Ensure for business continuity during Village Hall construction phase

**Success:** Deployed 10G switch backbone at Village Hall and DBF Datacenters\*\*\*\*

**Impacts:** 10G LAN backbone enables more efficient server-server communications and overall faster exchange of data within our private network. Thus, improving productivity.

**Success:** Replaced end-of-life Citrix server virtualization with Microsoft Hyper-V

**Impacts:** Microsoft Hyper-V is tightly integrated with the Windows Server, making it a better choice for organizations already using Windows Server and other Microsoft products.

**Success:** Ongoing ProjectDox Community Outreach LIVE weekly webinars\*\*\*\*

**Impacts:** Support and ongoing training added to a better customer online experience applying for permitting and zoning application, and staff efficiency processing applications

**Success:** Broadcast public meetings from new Village Hall Council Chambers

**Impacts:** Upgraded audio-video systems provides a higher quality in-person and remote meeting experience.

**Success:** Ongoing support and enhancements to Building Permits and Planning ProjectDox Workflows and Online Application.

**Impacts:** Support and ongoing training added to a better customer online experience applying for permitting and zoning application, and staff efficiency processing applications.

**Success:** Deploy Aruba Instant On Wi-Fi Network

**Impacts:** Instant On allows remote monitoring and management of Wi-Fi network, controlling site visits and access to cloud applications. Provides security at no additional cost beyond the hardware, allowing the Village to block specific sites and other security measures such as network isolation.

**Success:** Deployed Village Hall Datacenter firewall and Internet failover.

**Impacts:** Redundant Firewalls allow for business continuity in the event of primary firewall loss. If one firewall fails, the second firewall automatically takes over.

Additional failover was implemented for Internet access through integration of Comcast circuit in the Firewall array. If County Internet fails, the Comcast circuit will automatically take over.

**Success:** Deploy GoTo Resolve, cloud-based remote device management software

**Impacts:** Allows remote management of all Village issued mobile devices from a central console. Fast, automated patching enables us to keep mobile devices up to date and secure.

GoTo Resolve also leverages AI through:

**Detection:** Automated system device checks, analyze RAM and CPU usage, battery status, antivirus threats, security verification status, and more.

**Remediation:** allow I.S. to apply missing patches, receive AI-assisted tips for ticket resolutions, and guided software installation.

**Prevention:** Set up automated rules or guidelines for remote users, simplify recurring jobs with AI scripting, and receive alerts against detected anomalies.

**Success:** Migrated from “Intercept X” to “Intercept X Advanced”.

**Impacts:** Leverages traditional virus signature scans with AI deep-learning technology. This enables Village computer systems to learn from and adapt to potential threats, making decisions and predictions based on patterns and insights without explicit programming.

**Success:** Migrated to De-Centralized Backup System.

**Impacts:** Original system relied on a single server to manage backup and restore processes. New system runs an agent on each server eliminating a sole management source. Restores and backups can be performed from multiple locations eliminating reliance on a single server. New system is also able to restore legacy data from the old system.

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

### April 2024

#### DEPARTMENT: Parks and Recreation Department

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Please list your department’s most important achievements that were completed during 2023 – 2024 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Increase of recurring rentals during the week at the Cultural Center, includes bible study groups, CPR class, scout troop meeting, HOA meetings, quarterly business meetings\*\*\*\*

**Impacts:** RPB community has been able to utilize a local venue for gatherings for meetings, church services, birthday events, weddings, etc... The increased demand has caused an increased stress-load to the staffing and maintenance of the grounds and building.

**Success:** Increase of attendance at Daddy Daughter dance from 65 to 115 participants and expect continued growth

**Impacts:** Has developed requests a Mother-Son event

**Success:** Succeeded in coupling with donor/sponsors to bring programs and topics of interest to the Senior community that enables them to socialize, exercise, provided food/produce assistance for those that are strictly on a fixed income

**Impacts:** We have been able to continue and expand our Senior programs and services

**Success:** Corporate Pavilions at Commons Park were completed

**Impacts:** We have been able to expand our outdoor “shelter” rentals to larger groups of 50-200 guests, at Commons Park

**Success:** New Play-Scape at Veterans Park, includes 5-12 yr-old playground and 2 baby swings

**Impacts:** The play area is very popular and has increased guests to the park site



<b>Success:</b> Rented Market Building for Ice Cream Shop
<b>Impacts:</b> Ice Cream available at Veterans Park

<b>Success:</b> Athletics programs increase registrations by 20% from the previous year
<b>Impacts:</b> The need for more programming space and volunteer coaches has been a challenge

<b>Success:</b> Conducted successful summer day camp while adding 9 (of 10) first time camp counselors
<b>Impacts:</b> 2023-100 children participated per session (4), which is our current capacity. We had a waiting list for each session, as well. Pre-Registration for 2024 Camp is nearing capacity 8 weeks in advance of the start date.

<b>Success:</b> Repaired aging equipment in the fitness room and increased maintenance checks on equipment, on a quarterly, contractual basis.
<b>Impacts:</b> Users are able to utilize safe and more available equipment

<b>Success:</b> Winter Fest event had 10,000-13,000 in attendance over a 1 day-Festival****
<b>Impacts:</b> Held on December 2, 2023. Event is VERY popular with the RPB community, at Commons Park

<b>Success:</b> Rock and Fall event 10,000-12,000 in attendance over a 2 day-Festival Weekend
<b>Impacts:</b> Held on October 6-7, 2023. Event is another popular with the RPB community, at Commons Park

<b>Success:</b> West Fest event 12,000-15,000 in attendance over a 3 day-Festival Weekend, Sunday was complete Rain-Out
<b>Impacts:</b> Held on February 16-18, 2024. Event seems have regained a foothold in the RPB community

<b>Success:</b> Friday Night Bi-Monthly Concert events had 300-700 people per event
<b>Impacts:</b> 23 Concerts were held (Only 1 in March). Less attendance during the summer months.

**Success:** July 4th 15,000-20,000 in attendance for the 1 day-Festival, including 30-minute fireworks display.

**Impacts:** Event is VERY popular with the RPB community, at Commons Park

**Success:** Seafood Fest event 12,000-15,000 in attendance over a 3 day-Festival Weekend,

**Impacts:** Held on March 16-17, 2024. Event is Co-sponsored by the Village, so we have limited control over parking, entertainment

**Success:** Sporting Center is averaging 10 rentals on a monthly basis for groups of 80-150 guests.

**Impacts:** Weekend activity is rapidly increasing and placing demands upon the staff levels and the building/facility maintenance

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Planning and Zoning Department

Please list your department’s most important achievements that were completed during 2023 – 2024 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** 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

**Impacts:** This creates clear method for the review of development request

**Success:** 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

**Impacts:** It provides for a quick reference for Staff and for potential buyers

**Success:** Continue to provide an efficient review and management of development applications which consisted of 190 Land Development Applications last year\*\*\*\*

**Impacts:** 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.

**Success:** Continue to provide an efficient review of building permits which consisted 1,191 permits

**Impacts:** 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> 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> 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 provided research and/or responded to 168 open records request 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> 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> Successfully provided research and/or responded to 298 open records request 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> Completed G-2MIP08 Cultural Center Indoor Art
<b>Impacts:</b> Provided art for the public to enjoy

<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 Planning & Zoning Website to satisfy Strategic Plan Management In Progress G-2MIP15
<b>Impacts:</b> Satisfied State Statute regarding the Live Local Act and information regarding our Art In Public Places Program

<b>Success:</b> Completed Management In Progress G-2MIP24 Development Application Manual Update
<b>Impacts:</b> This provides tailored applications for each of the Development Application types

<b>Success:</b> Updated the Development Review Procedures to satisfy Strategic Plan Management In Progress G-2MIP45
<b>Impacts:</b> Keeps our Development Review Procedures up to date with ProjectDox updates

<b>Success:</b> Completed Major Project G-3PA02 Tuttle Royale Development: Site Plan & Plat
<b>Impacts:</b> Brings the overall project closer to completion

<b>Success:</b> Completed Management Action G-3MA01 Enclaves Annexation: County Agreement and Direction
<b>Impacts:</b> This area has been served by PBSO and now we are able to collect taxes to pay towards these services

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

### April 2024

#### DEPARTMENT: Public Works

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Please list your department’s most important achievements that were completed during 2023 – 2024 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Vehicles, PW22TR; DPW requisitioned the replacement of one (1) van in the DPW fleet. The van was delivered on April 11, 2023

**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 was delivered in June 2023. DPW had two (2) employees trained on the operation of the sweeper. DPW implemented the street sweeping using in house labor and equipment for FY2024\*\*\*\*

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

**Success:** Sidewalk Trip Hazards; DPW completed the repair of sidewalk trip hazards throughout the Village that were identified in FY2023

**Impacts:** The sidewalk maintenance program is needed to provide safe pedestrian use of the Village sidewalks

**Success:** Sidewalk Pressure Cleaning; DPW issued a NTP for the pressure cleaning contract. Completed the sidewalk pressure cleaning work for FY2023 in June 2023. DPW issued a renewal of the contract for FY24

**Impacts:** 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> Backflow Preventer Replacement, PW23BF; Ongoing project. FY23 work complete
<b>Impacts:</b> The backflow preventer replacement project is to ensure 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> WTP Site Modification, PW1902; DPW completed the abandonment of the twelve (12) wells in the RPB Wellfield
<b>Impacts:</b> The demolition of the WTP and abandonment of the wells in the RPB Blvd Wellfield is required by the Palm Beach County Health Department

<b>Success:</b> Street Restriping, PW23SR: Completed restriping of stop bars in Saratoga Pines subdivision
<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

<b>Success:</b> Street Sign R&R, PW23SS; Completed the purchase and installation of all signs in Zone 1
<b>Impacts:</b> 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

<b>Success:</b> Street Light Replacement - LED, PW2102; DPW completed the installation of 659 fixtures in La Mancha subdivision. This project is complete****
<b>Impacts:</b> The project was a multi-year project. The LED fixtures are significantly more energy efficient and have a longer life than the existing fixtures

<b>Success:</b> Street Light Replacement - La Mancha, PW2105; DPW completed the purchase and installation of concrete poles, fixtures and fixture arms for fifty (50) lights on Ponce de Leon
<b>Impacts:</b> The existing lighting had reached its useful life and needed to be replaced. The project was a multi-year project

<b>Success:</b> Guard Rail Replacement, PW2104; DPW issued a P.O. for the replacement of guard rail on Ponce de Leon St. and Madrid St. bridges
<b>Impacts:</b> The project is a multi-year project that is to replace the guardrail with current FDOT standard guardrail. The FY2023 work is complete

<b>Success:</b> School Zone Flashing Beacons, PW2107; 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. DPW completed the installation of RRFB in FY23****
<b>Impacts:</b> The project is needed to comply with FDOT requirements for school zone flashing beacons. The requirement must be met by 2022

<b>Success:</b> 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 completed the evaluation and determined that the Village’s SWMP remains effective and no changes or additional best management practices are needed****
<b>Impacts:</b> 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 was submitted with the FY2022 Annual Report

<b>Success:</b> Canal Bank Stabilization, PW1806; This project is funded with ARPA Fund 105. DPW completed the bid package and issued a P.O. for a consultant to provide construction management services for the four (4) bridges to be completed on Ponce de Leon Rd., Madrid St. and the 2 bridges on La Mancha Ave.
<b>Impacts:</b> 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

<b>Success:</b> FOC Roof Replacement, PW2201; DPW coordinated with contractor to complete the construction of the new roof and painting of FOC. Project is complete
<b>Impacts:</b> The roof replacement is part of the Village’s roof replacement program

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



**Success:** DPW coordinated with its contractor on the installation of street lights at the Crossroads intersection on RPB Blvd. This work is complete.

**Impacts:** The installation of lighting at this intersection improved the visibility and safety for the traveling public

**Success:** DPW coordinated with its contractor for the installation of new drainage to alleviate standing water at two (2) locations; 114 Lexington Dr. & 141 Eider Ct. This work is complete.

**Impacts:** The installation of additional drainage improves the overall efficiency of the system.

**Success:** Harvester Services; DPW completed and has in-place a contract for providing harvester services if needed

**Impacts:** The contract for harvester services is needed in the event we have floating debris in the canal system that needs to be removed

# DEPARTMENTAL SUCCESSES 2023 – 2024

## Royal Palm Beach, Florida

### April 2024

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

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Please list your department’s most important achievements that were completed during 2023 – 2024 under “Success.” Under “Impacts”, please explain what the benefits to the village and to a resident were as a result of each achievement.

**Success:** Keeping unwanted and unused prescriptions off the street is a top priority of the Palm Beach County Sheriff’s Office which is why Operation Pill Drop has been such a success at the District 9 Substation. This program allows residents to properly dispose of prescriptions safely and effectively.

**Impacts:** 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. In 2023 120 lbs. of unwanted pills were processed through evidence to be destroyed.

**Success:** The P.B.S.O. COP Units act as a force multiplier. They 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 2023 volunteer hours totaled 704 hours which is a cost savings to the Village of \$22,387.20.

**Impacts:** 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.

**Success:** 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 residents. 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. Additionally, the Community Outreach Coordinator attends meetings, coordinates and attends many special projects, which include: Career Days, 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.

**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. In 2023 schools returned to classroom teaching full time so deputies concentrate patrolling in neighborhoods to find truants and return them to the school campus.

**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 be returned back to school where they belong. This will help in minimizing the chances they will commit a crime of opportunity in or 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 has 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, Day Care Centers, Charter Schools and School Board Police Officers helps break barriers and fosters coordination in the event a response is ever in need 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 2023, District 9 processed 1,760 requests.

**Impacts:** The Palm Beach County Sheriff's Office offers those in and around Royal Palm Beach this service.

**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 2023 Mounted Unit hours totaled 31 hours, Bike hours totaled 141 hours and Marine Unit hours totaled 32.5 hours.

**Impacts:** The utilization of units such as the Marine Patrol, Motors, Mounted, K-9, S.P.O.T. (Sexual Predators & Offenders Tracking Program), Gang Unit, Narcotics Bureau, Violent Crimes Bureau, and the Eagle Helicopter in 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. Two (2) additional deputies were Boat trained and certified in 2023\*\*\*\*

**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 Village waterways, especially during holidays.

**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 2023 the District 9 ARU Specialist handled 312 calls with 193 case numbers pulled.

**Success:** District 9 utilizes a four passenger Polaris 4X4 and two ATVs to allow deputies to travel in areas that are difficult for patrol vehicles to access. Four (4) additional deputies were ATV/UTV trained in 2023.

**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:** Obtained DUI enforcement grant from FDOT and executed enforcement with DUI unit.

**Impacts:** The grant is being implemented through the Traffic Division which enables District 9 traffic units and the PBSO Traffic Unit to both pull their resources together allowing for additional manpower and resources that may otherwise not be available at the district level.

**Success:** Obtained 2 new 2023 Can Am 700cc ATV's

**Impacts:** Newer, more reliable vehicles will enable deputies to patrol off-road areas that normally patrol vehicle could not gain access.

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

- Operation Bus Stop Safety
- Operation Safe Ride (Bike Helmets – Cypress Trails, HL Johnson & R.P.B. Elementary) where over 600 helmets were fitted and given to students
- Operation: Safe Zones Keeping Our School Zones Safe Calendar Year 2023
- 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:** Axon body-worn-cameras were assigned to all deputies at the District 9 substation\*\*\*\*

**Impacts:** This is a benefit to deputies and to the citizens of Royal Palm Beach. Axon body cameras allow law enforcement to remain transparent to those they come in contact with during investigations and traffic stops.

<p><b>Success:</b> 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.</p>
<p><b>Impacts:</b> The Platform Vehicle continues to allow District 9 to displace criminal activity by providing intelligence and other suspect information to help build criminal cases.</p>

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

<p><b>Success:</b> 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. District 9 has a full-time <u>Community Service Aid</u> to assist with traffic issues and in 2023 the older CSA vehicle was replaced with a new one. In 2023, the District 9 Community Service Aid responded and assisted with 310 crashes/incidents****</p>
<p><b>Impacts:</b> Community Service Aids are trained to assist deputies with traffic issues and take over a traffic scene. The C.S.A. alleviates a deputy who could be tied up on a traffic scene for hours, and allows the deputy to respond to routine law enforcement calls.</p>

<p><b>Success:</b> Crime knows no jurisdiction; however, in order to aid in locating criminals and criminal activity, District 9 works closely with the Village of Royal Palm Beach to maintain LPR Cameras at strategic locations throughout the Village. In 2023 there were 13 arrests made and 9 recoveries of stolen vehicles due to the assistance of LPR cameras.</p>
<p><b>Impacts:</b> 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.</p>

<p><b>Success:</b> The utilization of the License Plate Reader Vehicle System allows District 9 and surrounding districts to have real-time information on stolen or wanted vehicles thus giving law enforcement more time to locate and apprehend those in question****</p>
<p><b>Impacts:</b> The LPR System whether in a vehicle or on a stationary trailer is essential in identifying and stopping criminals.</p>

**Success:** District 9 continues to utilize the License Plate Reader Trailer throughout the Village.

**Impacts:** Unlike traditional LPR systems, this trailer can be moved throughout the Village in order to thwart crime or identify criminal activity.

**Success:** Due to the tropical climate, the homeless population in Palm Beach County has steadily grown over the past decade. In 2023, deputies working with the Homeless Coalition of Palm Beach County once again participated in the County-wide Homeless Count.

**Impacts:** 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.

**Success:** 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 city with Crime Prevention Messages.

**Impacts:** 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.

**Success:** 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.

**Impacts:** 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.

**Success:** The Lutheran Services homes for girls located in Royal Palm Beach continued to create an increase in Missing Person calls in 2023. District 9 continues to partner with staff at the “Camellia House” on current protocols, and continue an open line of communication if any need arises with staff or residents.

**Impacts:** 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 continue to assist as liaisons to this home for direct contact if needed.

# ***ACTION AGENDA***

## ***2024 – 2025***

Mayor and Village Commission



Royal Palm Beach, Florida  
April 2024

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

Phone: (386) 246-6250  
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# **Village of Royal Palm Beach Goals 2029**

**Financially Sound Government**

**Responsive Village Services**

**Exceptional Parks and Leisure Choices for All**

**RPB – A Unique Community**

# 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 2024– 2025 Targets for Action Village of Royal Palm Beach**

## **TOP PRIORITY**

**Balanced Budget FY24 without Tax Increase**

**Aging Park Renewal and Replacement: Plan Development and Funding**

**Senior Needs: Assessment Update,  
Report with Findings and Recommendations, Direction and Village Actions**

**Tuttle Royale Development:  
Stay Strong with Approved Concept**

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

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

## **HIGH PRIORITY**

**Road Resurfacing Plan and Revenue Source: Direction and Funding**

**Community Non-Profit Organization Use of Village Facilities:  
Report with Current Practices and Policy Direction**

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

**Talent Development Programs: Programs and Funding**

**Western Communities Forum Revitalization: Direction and Village Actions**

**State Road 7 Corridor Redevelopment Policy and Land Use: Direction**

# **Management Agenda 2024 – 2025**

## **Targets for Action**

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

#### **TOP PRIORITY**

**Cypress Key Commercial Development: Next Steps**

**Purchasing Ordinance: Review and Adoption**

**Naviline Enterprise Resource Planning (ERP) System Replacement: Funding**

**Homeless Policy, Strategy and Action Plan:  
State Law Analysis, Report with Options, Village Role,  
Policy Direction and Village Actions**

**Pilot Voucher Program: Initiation and Evaluation Report**

#### **HIGH PRIORITY**

**ADA Access: Update Report and Implementation**

**Tree Preservation Ordinance: Account Creation and Direction**

**Management and Employee Succession:  
Implementation, Funding and Update Reports**

**Okeechobee Boulevard Main Entrance Sign Improvements:  
Design, Direction and Funding**

**Village's Stormwater Management Program:  
Effectiveness Evaluation and Direction**

**Royal Palm Beach  
Action Outlines 2024 – 2025**

<b>GOAL 1</b>	<b>FINANCIALLY SOUND GOVERNMENT</b>
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**ACTION: Balanced Budget FY25 without Tax Increase**

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Tax Rate</li> <li>• Services</li> <li>• Employee Compensation</li> <li>• Village Staffing</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare Budget proposals</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 25 Discussion and Direction</b></li> <li>3. <b>DECISION: Budget FY 25</b></li> </ol>	<p>6/24</p> <p>7/24</p> <p>9/24</p>

Responsibility: Finance Director

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

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Costs of Projects</li> <li>• Surtax Reality</li> <li>• ARPA Reality</li> <li>• Funding Sources</li> </ul>	<ol style="list-style-type: none"> <li>1. Update Village Project List</li> <li>2. Prepare Capital Project List by Department</li> <li>3. Prepare draft Village Capital Plan with revenue projections</li> <li>4. Review Capital Plan</li> <li>5. <b>WORKSHOP: Capital Plan FY25 Presentation and Direction</b></li> </ol>	<p>6/24</p> <p>6/24</p> <p>6/24</p> <p>6/24</p> <p>7/24</p>

Responsibility: Village Engineer/Finance



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

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Market – Competitive Position</li> <li>• Balancing between Market and Funding</li> <li>• Goal: 50<sup>th</sup>-60<sup>th</sup> Percentile</li> <li>• Avoid Compression</li> <li>• 3.5% COLA (FY 2025)</li> <li>• Same Benefits (FY 2025)</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete Market Analysis</li> <li>2. Prepare Budget proposal</li> <li>3. <b>BUDGET WORKSHOP: Budget FY 25 Discussion and Direction</b></li> <li>4. <b>DECISION: Budget FY 25</b></li> </ol>	<p>6/24</p> <p>7/24</p> <p>7/24</p> <p>9/24</p>

Responsibility: Human Resources Director

**ACTION: Community Non-Profit Organization Use of Village Facilities: Report with Current Practices and Policy Direction**

<b>PRIORITY</b>
<i>Policy High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Use of Facilities	1. Survey other communities	7/24
• Support for Community Organizations	2. Prepare Report	8/24
• Best Practices	3. <b>REPORT: Presentation and Direction</b>	9/24
• Current Practices		
• No Service Giveaways		

Responsibility: Village Attorney

**ACTION: NLC: One Year Membership and Evaluation Report**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Benefit to the Village</li> <li>• Participation on Committees</li> <li>• Conference Attendance</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>DECISION: One Year Membership</b></li> <li>2. Prepare Evaluation Report</li> <li>3. <b>DECISION: Continuing Membership</b></li> </ol>	<p style="text-align: center;">5/24</p> <p style="text-align: center;">6/25</p> <p style="text-align: center;">7/25</p>

Responsibility: Village Manager

**ACTION: Purchasing Ordinance: Review and Adoption**

<b>PRIORITY</b>
<i>Mgmt Top</i>

Key Issues

- Outdated – Need Review
- Exemptions Clarification

Activities/Milestones

1. Complete Policy
2. Finalize Report
3. **DECISION: Ordinance Adoption**

Time

- 12/24
- 12/24
- 1/25-2/25

Responsibility: Finance Director

**ACTION: Naviline Enterprise Resource Planning (ERP) System Replacement: Funding**

<b>PRIORITY</b>
<i>Mgmt Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Scope	1. Prepare budget proposal	6/24
• RFP	2. <b>WORKSHOP: Budget</b>	7/24
• Vendors	<b>FY 25</b>	
• Village Needs	3. <b>DECISION: Budget FY 25</b>	9/24
	<b>Funding</b>	
	4. Issue RFP	1/25
	5. Review response	3/25
	6. Demonstrations	4/25
	7. <b>DECISION: Award Bid</b>	7/25

Responsibility: Information Services Director

**»» Management in Progress 2024 – 2025**

- 1 1. Federal American Rescue Dollars: Reporting
- 1 2. Contract for Services: Opportunities Identification

Finance  
Village  
Manager

TIME
Quarterly
Ongoing

**»» Major Projects 2024 – 2025**

- 1 1. Farber Building Renovations: Construction

Engr

TIME
5/25

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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**ACTION: Talent Development Programs: Programs and Funding**

<b>PRIORITY</b>
<i>Policy High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Upcoming Retirements</li> <li>• Apprentice Program/Positions: Community Development and Public Works</li> <li>• Apprentices</li> <li>• College Reimbursement</li> <li>• Leadership Development</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare budget proposal</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 25</b></li> <li>3. <b>DECISION: Budget FY25 Adoption</b></li> <li>4. Complete research on best practices</li> <li>5. Finalize Apprentice Program</li> </ol>	<p style="text-align: center;">6/24</p> <p style="text-align: center;">7/24</p> <p style="text-align: center;">9/24</p> <p style="text-align: center;">1/25</p> <p style="text-align: center;">5/25</p>

Responsibility: Human Resources Director/Community Development Director/Public Works Director



**ACTION: Public Information Enhancements: Next Steps and Plan for 2024-2025**

<b>PRIORITY</b>
<i>Policy</i>

Key Issues

Activities/Milestones

Time

- |                                   |              |
|-----------------------------------|--------------|
| 1. Complete Hurricane Manual`     | 6/24         |
| 2. Complete Community Connections | 8/24<br>1/25 |
| 3. Complete MAYOR’S VECTOR        | Monthly      |
| 4. Complete Monthly Calendar      | Monthly      |
| 5. Respond to Social Media        | As Needed    |

Responsibility: Village Clerk

**ACTION: Code Enforcement Customer Service Enhancements:  
Performance Review, Report with Findings and  
Options, Direction and Village Actions**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Village Requirements and Codes</li> <li>• Courtesy Notices</li> <li>• How to Achieve Compliance</li> <li>• Question: How to Achieve Compliance</li> <li>• Complaints from Community</li> <li>• Perception vs. Reality of Performance</li> <li>• Permitting</li> <li>• Variance</li> <li>• Compassion</li> <li>• Liens Effectiveness and Use</li> </ul>	<ol style="list-style-type: none"> <li>1. Seek feedback from Mayor and Village Council – what are they hearing</li> <li>2. Prepare Report on requirements, processes and performance</li> <li>3. <b>REPORT: Presentation, Direction and Next Steps</b></li> </ol>	<p>8/24</p> <p>4/25</p> <p>5/25</p>

Responsibility: Community Development Director

**ACTION: Management and Employee Succession:  
Implementation, Funding and Update Reports**

<b>PRIORITY</b>
<i>Mgmt High</i>

Key Issues

Activities/Milestones

Time

1. Prepare Updated Report
2. **UPDATE REPORT:  
Presentation**

4/25

4/25

Responsibility: Village Manager/Human Resources Director

**ACTION: Municipal Code Revisions: Completion**

<b>PRIORITY</b>
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• ROW Permitting	1. TSR Review	5/24
• Fire Lanes	2. <b>DECISION: ROW Ordinance Adoption</b>	6/24-7/24
	3. TRS Review	6/24
	4. <b>DECISION: Fire Lanes</b>	7/24-8/24

Responsibility: Community Development Director/Village Attorney

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
2.	1. Laserfiche Connect: Engineering a. Funding b. Completion	Engr	7/24
2	2. State Legislative Agenda and Advocacy: Direction and Village Actions	Village Manager	Ongoing
2	3. Purchasing Integration to Laserfiche	Finance	12/24
2	4. ProjectDox Community Outreach: Development	Info Service	Ongoing
2	5. Project Maps and Various Zoning Maps: Update	P & Z	6/24
2.	6. New Resident/Business Packet: Update	Clerk	6/24
2	7. HRIS System: Implementation	Human Resources	12/24
2	8. Development Application Manual Update	P&Z	10/24
2	9. Village Website: Enhancements	Clerk	Ongoing
2	10. Royal Palm Beach Passport Type Material: Development	Clerk	2/25
2	11. Parks Web Maps: Engineering Program Improvements and Map Redesign	Engr	12/24
2	12. New Engineering and ROW Permits for Mapping and Entry: Streamlining	Engr	3/25
2	13. Public Works Organization Chart (Budget FY 25)	Public Works	5/24
2	14. Two (2) Fertilizer Spreaders (Budget FY 25)	Public Works	12/24
2	15. Village Code of Ordinance Revisions through CivicPlus (Municode)	Clerk	Ongoing
2	16. Election Materials (i.e., Candidate Information Handbook, Municipal Election Schedule, etc.): Update	Clerk	9/24
2	17. Standard Operating Procedures for the Web and Media Content: Update	Clerk	6/24
2	18. Policy and Procedures for Public Records Request to Conform with Legislative Changes: Update	Clerk	10/24
2	19. Community Connection – Hurricane Guide: Development	Clerk	6/24
2	20. Customers and E-Permitting Process Education: Development	Comm Dev	3/25
2	21. Virtual Inspection Products and Applications: Evaluation and Direction	Comm Dev	8/24
2	22. Artificial Intelligence Functions (and How They May Potentially Be Applied within Community Development Service Delivery): Evaluation and Actions	Comm Dev	3/25

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
2	23. Internship Hiring Options within Plumbing/Mechanical/Electrical/Building Positions: Direction	Comm Dev	2/25
2	24. Project Management Software (PRJ#- EN-TBD8 / Fund-303): Evaluation and Implementation	Engr	12/24
2	25. Community Summit 2024: Direction	2023	5/24
2	26. Workforce Tracking for Public Works Using ESRI GIS Tools for Work Order Assignments, Implementation	Engr	1/25
2	27. Real-Time Mapping of Current Open Permits for All Types of Development, ROW and Engineering Projects (PRJ#- GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)	Engr	8/24
2	28. New Engineering and ROW Permits for Mapping and Entry into Various Survey123 Applications (Engineering Inspections and NPDES Inspections) (PRJ#- GIS-01 / Fund-N/A) (PRJ#- GIS25-03 / Fund-N/A)	Engr	1/25
2	29. Financial Policies and Procedures to Ensure Regulatory Compliance: Completion	Finance	12/24
2	30. Standard Operating Procedures for all Finance Tasks: Creation and Update	Finance	10/24
2	31. Customized Departmental Budget Dashboards in OpenGov: Creation	Finance	19/24
2	32. Palm Beach County Water Utilities Franchise Fees: Audit and Report	Finance	12/24
2	33. Popular Annual Financial Report (PAFR): Preparation	Finance	3/25
2	34. New Time Keeping: Implementation	Human Resources	9/24
2	35. Standard Operating Procedures Specific to HR and Risk: Development	Human Resources	Ongoing
2	36. Insurance Bid: Preparation, Bid and Direction	Human Resources	9/24
2	37. Job Descriptions: Edit and Rewrite	Human Resources	Ongoing
2	38. Worker’s Comp and Liability Suits: Resolution	Human Resources	Ongoing
2	39. HR Functions and AI: Research and Direction	Human Resources	3/25
2	40. Professional White Board Videos for Onboarding: Research and Funding (Budget FY 25)	Human Resources	4/25
2	41. HRIS System Standardized Job Postings with Unique Qualification Questions: Creation	Human Resources	6/25

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
2	42. Village Training Program Enhancements: Tracking and Library Development	Human Resources	2025
2	43. Cloud-Based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing Software Solutions: Deployment	Info Services	10/24 12/24 10/24
2	44. Cypress Hall Audio-Video Systems: Deployment	Info Services	7/24
2	45. Migration of Virtual and Physical Servers from DBF to Village Hall Cluster: Completion	Info Services	7/24
2	46. Microsoft Hyper-V Server Replication to DBF Hyper-V Cluster	Info Services	9/24
2	47. Windows Hello Login: Completion	Info Services	3/25
2	48. 10GB Network to Remote Facilities, Primarily Rec Center, Commons, and Cultural Center	Info Services	12/24
2	49. Aruba Wi-Fi at All Facilities, Replacing Older Ubiquiti System: Deployment	Info Services	12/24
2	50. Network Segregation Topology: Deployment	Info Services	6/25
2	51. Use of AI Technologies: Investigation and Report with Options	Info Services	4/25
2	52. Planning and Zoning Department’s Website: Update	P&Z	11/24
2	53. Development Review Procedures for Applicants: Update	P&Z	2/25
2	54. Permitting of Community Residential Homes (According to the Requirements of Florida State Statute 419.001)	P&Z	Ongoing
2	55. Development Approval Layer in GIS: Creation	Engr	5/25
2	56. Development Application Manuals for each of the Development Applications for ProjectDox: Completion	P&Z	3/25
2	57. Community Residential Homes GIS Layer: Creation	P&Z	8/24
2	58. Frequently Asked Questions List for the Website: Creation	P&Z	11/24
2	59. Vehicle Replacements: Evaluation and Funding (CIP FY 25)	Public Works	7/24
2	60. Outdated Speed Measuring Equipment Replacement (Budget FY 25)	PBSO	3/25
2	61. Enhanced Bathroom Maintenance (Budget FY 25): Kick Off	P&R	10/24

<b>»» Major Projects 2024 – 2025</b>			<b>TIME</b>
2.	1. Village Hall Sculpture: Installation	Engr P&Z	1/25
2	2. Bus Stop: Installation (2)	Public Works	7/24 10/24
2	3. LaMancha Underdrain (ARPA PW2204): Design and Construction	Public Works	4/25
2	4. Canal Bank Stabilization (APRA PW1806) Round 2	Public Works	6/24 5/25
2	5. Water Treatment Plant (PW1802/PW1902): Bid	Public Works	5/24 7/24 12/24
2.	6. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL	Public Works	12/24
2	7. Drainage System Improvements (PW 1903):Heron Bay Parkway	Public Works	5/24 7/24 11/24
2	8. Annual Backflow Preventer Replacement (PW24BF)	Public Works	Ongoing
2	9. Storm Drain Outfall Replacement (ARPA – PW22SD)	Public Works	7/24 8/24 10/24 4/25
2.	10. Sidewalk Trip Hazards Elimination	Public Works	Ongoing
2	11. Canal Back Maintenance (ARPA PW2205)	Public Works	9/24 10/24 12/24 8/25
2	12. Annual Repairs/Replacements Bus Shelters, (PW22BS)	Public Works	Ongoing
2	13. Lamstein Lane Street Lights (CIP FY 27)	Public Works	Future Project
2.	14. Earth Day Lake Bank Stabilization Project (PRJ#- EN2301 / Fund-105)	Engr	9/24
2.	15. Cypress Hall (PRJ#- EN2202 / Fund-105): Construction	Engr	9/24



<b>»» Major Projects 2024 – 2025</b>			<b>TIME</b>
2.	16. ADA Improvements Phase II Grant Notice to Proceed (PRJ#- EN2302 / Fund-303): Notice to Proceed Construction	Engr	11/25
2.	17. Asphalt Walkways on the Village Hall Campus with Concrete Sidewalks (PRJ#- EN25XX / Fund-TBD) Replacement: Completion	Engr	7/24
2.	18. Aquatic Vegetation Maintenance	Public Works	Ongoing
2	19. Pressure Cleaning Contractor	Public Works	
	a. NTP FY2024		4/24
	b. Substantial Completion		6/24
2	20. Drainage System Improvements (ARPA PW1903)	Public Works	
	a. Design		7/24
	b. ITB		9/24
	c. Award		11/24
	d. Construction		5/25
2.	21. Guard Rail Replacement (PW2104)	Public Works	
	a. PO Requisition		5/24
	b. Completion		7/24
2	22. PBSO Bathroom Renovations (PW2404): Completion	Public Works	9/24
2	23. Street Restriping (PW24SR)	Public Works	Ongoing
2.	24. Street Sign R&R (PW24SS)	Public Works	Ongoing
2	25. Fountain Replacement (PW2208)	Public Works	Ongoing
2	26. New Roof on the Katz Field Building (PR2405)	Public Works	
	a. Design		6/24
	b. ITB		7/24
	c. Award		8/24
	d. Construction		12/24
2	27. Boat Dock Repair and Replacement: Direction and Funding (CIP FY 25)	Public Works	7/25

<b>GOAL 3</b>	<b>EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL</b>
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**ACTION: Aging Park Renewal and Replacement: Plan Development and Funding**

<b>PRIORITY</b>
<i>Policy Top</i>

Key Issues

- Inventory
- Condition Assessment
- Replacement Needs

Activities/Milestones

1. **Identify assets and conditions**
2. **Develop multi-year plan**
3. **BUDGET WORKSHOP: Plan Presentation**

Time

- 1/25  
6//25  
7/25

Responsibility: Parks and Recreation Director

**ACTION: Senior Needs: Assessment Update, Report with Findings and Recommendations, Direction and Village Actions**

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Link to Recreation Center Opening</li> <li>• Emerging Senior Needs</li> <li>• Programming in New Space</li> <li>• Service Needs of Seniors</li> <li>• Unbiased Survey</li> <li>• Ad Hoc Committee: Purposes, Size and Membership</li> <li>• Best Practices for Seniors</li> </ul>	<ol style="list-style-type: none"> <li>1. Define methodology</li> <li>2. Prepare Budget proposals</li> <li>3. <b>BUDGET WORKSHOP: Budget FY 26 Discussion and Direction</b></li> <li>4. <b>DECISION: Budget FY 26</b></li> </ol>	<p>5/25</p> <p>6/25</p> <p>7/25</p> <p>9/25</p>

Responsibility: Parks and Recreation Director

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

<b>PRIORITY</b>
<i>Policy High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Grant Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. State notification grant - \$1.5 million</li> <li>2. Prepare Report – pros/cons, best practices, maintenance costs, field utilizations</li> <li>3. <b>BRIEFING REPORT: Discussion and Direction</b></li> <li>4. <b>STRATEGIC PLANNING WORKSHOP: Discussion and Priority</b></li> </ol>	<p>8/24</p> <p>8/24</p> <p>10/24</p> <p>4/25</p>

Responsibility: Parks and Recreation Director

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

<b>PRIORITY</b>
Policy

Key Issues

- Parking Lots
- Drainage
- Bathrooms

Activities/Milestones

1. **CIP WORKSHOP:  
Funding Update**
2. Complete Renovation Plan

Time

- 7/24  
8/25

Responsibility: Village Engineer

**ACTION: Sidewalk Cleaning –Sweet Bay Lane and Parks:  
Actions**

<b>PRIORITY</b>
Management

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Sweet Bay Lane	1. Complete Sweet Bay Lane sidewalk cleaning	6/24
• All Parks Plan	2. Develop plan for all parks	3/25
• Staffing or Contract	3. Decision: Contract or Staff	3/25
• Funding	4. Prepare budget proposal	6/25
	5. <b>BUDGET WORKSHOP: Budget FY 26</b>	7/25
	6. <b>DECISION: Budget FY 26</b>	9/25

Responsibility: Public Works Director/Parks and Recreation Director

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
3	1. Shakespeare under the Palms in RPB Commons Park 2024 (King Lear)	P&R	7/24
3	2. Crestwood North Park Development: Funding, Bid and Construction	P&R	7/24
3	3. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting	P&R	8/24
3	4. Mayor’s Benefit Golf Tournament	P&R	7/24
3	5. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park; Lot 179 Grouse Lane Entrance to Amphitheater: Construction	Engr	TBD
3	6. Semi-Annual Parks Recreation Program Guide Renewal: Implementation	P&R	8/24 1/25
3	7. Art in Public Places Ordinance: Revision and Adoption	P&R	2026
3	8. Program to Display Local Artist Art Work: Creation	P&Z	9/24

<b>»» Major Projects 2024 – 2025</b>			<b>TIME</b>
3	1. Homeplace Park Pickle Ball Courts (2): Design	P&R	7/25
3	2. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation	Engr	Ongoing
3	3. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building	P&R	2025-2026
3	4. Crestwood North Park (PRJ#- PR2102 / Fund-301): Construction	Engr	7/24
3	5. Bike Path Trailhead and Signage Plan Grant Notice to Proceed (PRJ#- EN2102 / Fund-303): Notice to Proceed	Engr	11/25
3	6. Splash Pad Re-Construction at Veterans Park (PRJ#- PR2307 / Fund-302)	Engr	11/24
3	7. Cultural Center Entry Enhancement: Design and Construction (PRJ#- PR2401 / Fund-303)	Engr	7/24 3/25
3	8. Additional Surveillance Video Cameras at RPB Commons Park: Deployment	Info Services	12/24
3	9. Comprehensive All Access Playscape: Report with Options and Direction (CIP FY 25)	P&R	6/25
3	10. Cypress Hall: Construction and Opening		8/24
3	11. Recreation Center Remodel/Expansion: Final Design, Construction and Opening		9/26



<b>GOAL 4</b>	<b>RPB – A UNIQUE COMMUNITY</b>
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**ACTION: Tuttle Royale Development: Stay Strong with Approved Concept**

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Developer Agreement	1. Receive from Developer	5/24
• Landscaping	submittal	
• CO Pod 2	2. <b>DECISION: Tier 1 Phase 2</b>	5/24
• Ericka Boulevard Opening	<b>Acceptance</b>	
• Royal Palms Resolution	3. Issue CO in Pod 2	9/24

Responsibility: Planning & Zoning Director/Village Engineer

**ACTION: Road Resurfacing Plan and Revenue Source:  
Direction and Funding**

<b>PRIORITY</b>
<i>Policy High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>DECISION: Funding (\$10 million from Reserves)</b></li> <li>2. Issue Bid request</li> <li>3. <b>DECISION: Award Contract</b></li> <li>4. Construction</li> </ol>	<p>7/24</p> <p>12/24</p> <p>2/25</p> <p>2/26</p>

Responsibility: Village Engineer

**ACTION: Western Communities Forum Revitalization:  
Direction and Village Actions**

<b>PRIORITY</b>
<i>Policy High</i>

Key Issues

Activities/Milestones

Time

1. Preparation: East-West  
Capacity Advocacy

12/24

Responsibility: Mayor/Village Manager/Village Engineer

**ACTION: State Road 7 Corridor Redevelopment Policy and Land Use: Direction**

<b>PRIORITY</b>
<i>Policy High</i>

Key Issues

Activities/Milestones

Time

- |   |            |
|---|------------|
| 1. Complete Report  | 8/24       |
| 2. TSR – Land Use   | 9/24       |
| 3. Local Planning Agency:<br>Review   | 11/24      |
| 4. <b>DECISION: Land Use<br/>Policy</b>   | 12/24-1/25 |
| 5. Develop Zoning Regulations<br>and Land Development Code                        | 2/25       |
| 6. TSR  | 3/25       |
| 7. Local Planning Agency  | 6/25       |
| 8. <b>DECISION: Zoning<br/>Regulations and Land<br/>Development Code Revision</b> | 7/25-8/25  |

Responsibility: Planning & Zoning Director

**ACTION: Safe Community Action Plan: PBSO Needs,  
Direction and Funding**

<b>PRIORITY</b>
<i>Policy</i>

Key Issues

- Property Crimes

Activities/Milestones

1. **UPDATE REPORT:  
Presentation**

Time

5/24

Responsibility: PBSO

**ACTION: Municipal Parking Ordinance: Review and Adoption**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Deadline: 2/2025</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare revised ordinance</li> <li>2. TSR</li> <li>3. Local Planning Agency</li> <li>4. <b>DECISION: Ordinance Adoption</b></li> </ol>	<p>8/24</p> <p>12/24</p> <p>1/25-2/25</p>

Responsibility: Planning & Zoning Director

**ACTION: Cypress Key Commercial Development: Next Steps**

<b>PRIORITY</b>
<i>Mgmt Top</i>

Key Issues

Activities/Milestones

Time

1. Issue: CO

12/24

Responsibility: Community Development Director



**ACTION: Homeless Policy, Strategy and Action Plan: State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions**

<b>PRIORITY</b>
Mgmt Top

Key Issues

Activities/Milestones

Time

1. Prepare report on the impact of State laws 6/24
2. **REPORT: Presentation** 6/24

Responsibility: Village Attorney/PBSO

**ACTION: Pilot Voucher Program: Initiation and Evaluation Report**

<b>PRIORITY</b>
<i>Mgmt Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• No Bus Route	1. Initiate	8/24
• Bus Stop	2. Discontinue bus route	12/24
	3. Receive Report	8/25

Responsibility: PalmTran

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

<b>PRIORITY</b>
<i>Mgmt High</i>

Key Issues

Activities/Milestones

Time

1. Publish Report

6/24

Responsibility: Village Engineer

**ACTION: Tree Preservation Ordinance: Account Creation and Direction**

<b>PRIORITY</b>
Mgmt High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"><li>• Condition of Approval</li><li>• Use in Landscaping</li></ul>	<ol style="list-style-type: none"><li>1. Receive dollars</li><li>2. Create special account</li></ol>	<p>8/25 TBD</p>

Responsibility: Finance Director

**ACTION: Okeechobee Boulevard Main Entrance Sign Improvements: Design and Direction**

<b>PRIORITY</b>
Mgmt High

Key Issues

- Lettering
- Village Logo

Activities/Milestones

- |   |           |
|---|-----------|
| 1. Finalize changes                           | 5/24      |
| 2. Receive final design                       | 6/24      |
| 3. <b>BUDGET WORKSHOP: :<br/>Final Design</b> | 7/24      |
| 4. Issue RFP                                  | 10/24     |
| 5. Award                                      | 12/24     |
| 6. Complete painting                          | 1/25-4/25 |

Time

Responsibility: Public Works Director

**ACTION: Village Stormwater Management Program:  
Effectiveness Evaluation and Direction**

<b>PRIORITY</b>
Mgmt High

Key Issues

Activities/Milestones

Time

- |   |      |
|---|------|
| 1. Receive draft Evaluation Report            | 5/24 |
| 2. Finalize Report                            | 6/24 |
| 3. Send Palm Beach NPDES and State of Florida | 7/24 |

Responsibility: Public Works Director

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

PRIORITY
Mgmt

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Water Supply Plan Accepted by DEO	1. Draft Supply Plan	12/24
	2. Local Planning Agency	2/25
	3. Village Council	3/25
	4. Village Council	5/25

Responsibility: Planning & Zoning Director

**ACTION: BB Guns Regulations: Direction**

<b>PRIORITY</b>
Mgmt

Key Issues

Activities/Milestones

Time

1. Prepare draft opinion
2. **BRIEFING**

TBD  
9/24

Responsibility: Village Attorney



**ACTION: Landscape Code Refinement: Buffers**

PRIORITY
Mgmt

Key Issues

- Multi-Family Districts
- MXD Zoning District

Activities/Milestones

1. Revise code
2. TSR Review
3. Local Planning Agency
4. **DECISION: Landscape Code Refinements**

Time

7/24  
9/24  
10/24-11/24

Responsibility: Planning & Zoning Director

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
4	1. Community Education: “Lock Your Vehicle”	PBSO	Ongoing
4	2. Sector Patrol Boundaries Analysis (Linked to Tuttle Royale Development)	PBSO	Ongoing
4	3. Crime Reduction through Directed Patrol Plans	PBSO	Ongoing
4	4. Neighborhood Watch/Crime Reduction Program: Expansion	PBSO	Ongoing
4	5. ALDI Park PID Remaining Parcels (Developer Driven)	P&Z	Ongoing
4	6. Community Residential Homes Administration Mapping	P&Z	8/24
4	7. Rear Easement on RS-2 Properties Located along Hibiscus Drive Adjacent to the M-1 Canal and Propose Expanded Use into Extensive Existing Maintenance Easements	Comm Dev	10/24
4	8. Manufacturing and Limited Processing Parking Requirements: Evaluation and Direction	P&Z	3/25
4	9. Village-Owned Utility Boxes Wrapping: Completion	P&Z	12/24
4	10. Directed Patrol Plans: Expanded Use	PBSO	Ongoing

<b>»» Major Projects 2024 – 2025</b>			<b>TIME</b>
4	1. Annual Vegetation Maintenance	Public Works	Ongoing
4	2. Annual Sidewalk Trip Hazards Repair	Public Works	Ongoing
4	3. Lake Bank Stabilization Project Completion (EN 2301)	Public Works	12/24
4	4. Bilbao Street to Okeechobee Boulevard Pathway Replacement (2305)	Public Works	OTH
4	5. Cypress Key Traffic Signal: Traffic Study and Installation	Public Works	1/25 12/25

# *LEADER'S GUIDE*

## *2024*

**FINAL REPORT**

Mayor and Village Commission



Royal Palm Beach, Florida  
April 2024

Lyle Sumek Associates, Inc.

# Table of Contents

<b>Section 1</b>	<b>Shared Leadership – a Major Ingredient to Effective Governance</b>	<b>1</b>
<b>Section 2</b>	<b>Strategic Planning Model for Village of Royal Palm Beach</b>	<b>14</b>
<b>Section 3</b>	<b>Looking to Royal Palm Beach's Future</b>	<b>20</b>
<b>Section 4</b>	<b>Plan 2024 – 2029</b>	<b>74</b>
<b>Section 5</b>	<b>Action Agenda 2024 – 2025</b>	<b>127</b>

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# **SECTION 1**

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## **SHARED LEADERSHIP – A MAJOR INGREDIENT TO EFFECTIVE GOVERNANCE**

## **SHARED LEADERSHIP – A MAJOR INGREDIENT TO EFFECTIVE GOVERNANCE, TO ENHANCE VILLAGE PERFORMANCE AND TO BUILDING THEIR COMMUNITIES FOR THE FUTURE**

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Over the years I have come to the realization that shared leadership between the Mayor & Village Council and Village Manager & Management Team is critical for long-term success, for creating a sustainable organization culture and for delivering results that benefit the community. For villages, 2024 is looking as a year of great turbulence for villages and a time for effective shared leadership. When the governance process and the management process are effective and working, there is an overlap requiring a partnership between the processes. The Mayor is the governance leader; the Village Manager is the management leader. Shared leadership has Mayor & Village Council and the Village Manager & Management Team all acting as leaders based upon their defined roles and responsibilities.

### **A. TURBULENT FORCES CHALLENGING LEADERS AND COMMUNITIES**

For shared leadership of the Mayor & Village Council and Village Manager & Management Team to work in today's complex and turbulent world, it is important for them to understand, to discuss and to develop realistic approaches to address these forces that are affecting every village and community.

#### **1. POLITICAL PARTIES AND PARTISANISM**

A basic underlining pillar of the “good government” movement that lead to create the council-manager form of government was nonpartisan elections removing political parties from the electoral process. During the late 1800's and early 1900's, many local governments operated under the political party. They experienced political graft and corruption, hiring based upon party affiliation not competency or merit, and focused on political agendas over community benefits. In nonpartisan elections, residents were running to serve the community, to be stewards of community resources and to guide the community to the future. Today, both political parties are applying pressure on state legislatures to abandon nonpartisan elections by requiring candidates to identify a party affiliation on the ballot or have full-blown partisan elections with party primaries. Both political parties are also pressuring local candidates to accept their endorsement and donations, to focus on national and societal issues over serving the community and to endorse political party position on issues. When unsuccessful, the political parties seek out candidates to support their agendas. An unintended consequence is that the costs of elections and running for office have increased significantly. In addition, state-wide PACs are investing money in local elections and attempting to link national issues to local elections. Another facet of these partisan efforts is the abandonment of the council-manager form of government to the strong mayor-weak council form.

#### **2. EXPANDING VOCAL NEGATIVE 20% - NEVER SATISFIED**

In every community we can divide the residents into four groups: 20% positive, engaged and supportive of the village government; 20% negative who are against everything and will be never satisfied, 20% that can lean either to the positive or negative; and 40% who are satisfied with village services and programs, have other priorities in life than to become engaged in village

government or civic affairs. Within the negative 20%, there are a hard core 5% who are extremely vocal, are anti-government, who use social media to intentionally share disinformation, who make personal attacks and accusation about the village leaders, managers, employees and their families/relatives; who have no vision, no goals, and do not accept the mission of village government; and who will never be satisfied with village services, projects, programs or performance. The negative 20% are craving and enjoying their attention and personal recognition. Their presence is magnified through social media. Many local leaders are fearful that if they confront or stand up to these individuals there will be negative personal consequences.

### **3. SOCIETAL LOSS OF CONFIDENCE IN GOVERNMENT AND DEMOCRACY**

Today, residents see chaos in the federal government with an inability of Congress to govern, to make decisions and to work together across party lines. In a recent Gallup Poll, 83% did not believe that the current Congress had the ability to govern. Increasing attention focuses on the upcoming Presidential Election in that our democracy is under attack and that the future of the country is in doubt. The nightly news gives us daily examples of the undermining the confidence in democratic institutions. Surveys indicate a growing loss of confidence of all level of governments – the leaders, the officials, the institutions; 60% desire to seek compromise during governance. This perspective is creeping down to local governments. Residents are making the choice to become less engaged and are reluctant to run for elected office. Mayors and Council Members are questioned by family members and friends: “why are you running, why are you involved, and are you crazy.” However, when community surveys are taken, the result reinforce the belief that local government can be trusted and a high satisfaction level with village services.

### **4. RESIDENT’S LACK OF CIVIC EDUCATION AND UNDERSTANDING**

Since the 1970’s, local school systems have greatly reduced or no longer offer basic civic education nor teach responsibilities of citizenship in a democratic society. As a result, a generation of residents have no idea that we live in a republic in which we elect representatives to represent us in a legislative body which has the responsibility to define the direction, to enact legislation, to set tax rates and determine the allocation of resources. Residents do not understand county and village governments, the relationship to village-county governments, the tax structure and fees and who provide what services. They do not understand the council-manager form of village government – the underlying principles, how it operates, the roles and responsibilities of Mayor-Village Council and Village Manager. They pressure villages to address school issues and problems, to provide services that are the responsibility of other governments and to resolve societal issues. In fact, it is not uncommon for a village manager to be asked by residents, when are you going to run for mayor and get a salary increase. When they run and get elected, they have no experience serving on a board of directors and have a tendency to micro-manage the village operations. Increasingly, villages are seeing the need to becoming proactive civic educators through citizen academies, greater involvement in schools, work study programs. Unfortunately, they are only able to reach a small number of residents.

## **5. SOCIAL MEDIA AND OUR WORLD OF DISINFORMATION**

Today, we live in a world dominated by social media. The world attention lives here since that is where many residents, particularly younger ones, get their information. Many residents assume if the information is on social media the information is true. Our attention span has shortened with information shared in an easy to understand and brief snippets with no background, little supporting evidence and no in-depth analysis. There are few venues for public dialog or debate, or presentation of complex reports for review and refinement. On NEXT DOOR and similar social media forums, one finds residents have opportunities to complain about the village, to share misinformation based upon falsehoods, to generate

momentum and mobilize support and to have “public dialog” on community issues based on myths while excluding local government presence. Misinformation and disinformation is quickly spread throughout the community and the world on social media. Today, there is minimal local media coverage of the village. Village governments have been slow in taking responsibility to share information on local projects and issues, and in defining their role and actions in this social media realm.

In the past, local government have not valued or funded proactive strategic communications and made the choice not to correct or respond to misinformation/disinformation.

## **6. DESIRE FOR LOWEST TAXES AND FEES/NO DEBT OVER FISCAL RESPONSIBILITY**

Residents in most communities want lower taxes and fees while having the expectation of superb municipal services, outstanding facilities and great customer service. They do not think about how services are paid for and the relationship between taxes and services. Many local leaders have a “goal” of having the lowest taxes in their area and take pride in saying “we are the lowest.” In addition, residents saying that the local government should have no debt or reduce the current debt level – minimal borrowing for current and future capital needs. Today villages struggle with increasing costs of projects, increasing cost of equipment, increasing costs of service delivery and increasing employee compensation and benefits. Cheap, no debt government is not effective government or leaders acting in a fiscally responsible manner. Fiscally responsible leaders may increase taxes supporting defined services and service levels, use debt to fund major capital projects that respond to the communities needs today and prepare the community for the future. A reality is that if residents believe that they are receiving valued services from the local government they will support a tax increase and vote for major bond issues.

## **7. FINDING THE NEXT GENERATION: LEADERS, MANAGERS AND EMPLOYEES**

A major question today is where are the next generation of public servants – where are leaders, managers and employees going to come from. In today’s governmental turbulence, it is hard to find a person to run for elected office, to serve on a village board, commission or task force, to manage a village or department or to work in local government. Schools are not educating their students about career opportunities in government. Villages are struggling to retain and hire employees. The Village’s workforce is getting older. For example, many villages have utility plant operators who are in their 60’s, retiring or ready to retire and are struggling to find replacements.



Villages find it difficult to find a police officer, firefighter, engineer, IT staff in very competitive markets. Some villages are now offering bonuses, relocation allowances and other incentives to attract quality candidates, which is resulting in significant salary compression. Villages are developing succession programs and plans to address this issue. The question remains: where are leaders, managers and employee going to come from and how we develop them.

#### **8. “FLAME THROWERS” – ELECTED OFFICIALS WHO’S GOAL IS TO BRING CHAOS TO GOVERNANCE**

In the past, there has been a tradition that residents running for office have learned about the local government and the governance process by serving on a board or commission. Many share the local government’s vision, understand the government mission and have a desire to serve the community. They have taken pride in serving the village, served as cheerleaders for the village and the community, valued governance based on civility and adopted protocols, and have seen the importance of teamwork and collaboration. Here is an emerging group of elected officials who are running from a different mindset based upon bringing chaos to the local government and to the governance process. They will not agree to or follow a code of conduct-based civility or protocols which provide a framework for how the council-manager government should operate, or the defined roles and responsibilities under the council-manager form of government. They react to or create short-term issues and reject ongoing strategic planning and master planning. Their behaviors are disruptive, they personally attack their colleagues, staff and family members, they question and reject data-driven reports presented by staffs and consultants and intentionally spread disinformation about the government and local officials. Their behaviors and actions drive people away from becoming involved or becoming a positive force in the community. In reality, the “flame thrower” will not change – you can only minimize the damage. The support of a unified voice to the community to support major projects, significant actions on issues and ballot measures for community consideration.

#### **9. POLITICS OVER GOVERNANCE**

Politics focuses on getting elected; governance is the responsibility of determining the direction of the government. More and more today, politics is dominating the governance process. We have done a poor job preparing elected officials to govern. Newly elected officials today arrive with little orientation and training or experiences of participating in the governance process. Many newly elected officials think that their job is a few hours per week – regular formal meetings each month, may be a work session. They are caught off guard when they come to realize that the job is 24/7 with responsibilities to represent the local government to regional/state bodies, to have a community presence and attend events, to listen and handle residents’ complaints any day and any time of day, to prepare and study for meetings including regular meetings and special meetings, individual meetings with the village manager and the list can go on. For the politically inclined, they focus more on personal agenda, personal power and making decisions that support them to run for another political office. They are not driven by what is best for community. Their desire is to please others to gain their political support or survive the moment, and not to serve the community.

## **10. LOSS OF FOCUS ON THE VILLAGE GOVERNMENT'S PRIMARY MISSION**

The charters and state law outline the general mission of village governments. The mission of county governments is more clearly defined as agents of state government. On the other hand, villages have much looser defined responsibilities based on the community that they serve. For each village government, the mission responsibilities should be conceptualized as a house. The first floor are services that are required by law (you go to jail if not provided); the second floor are core basic services for necessary for daily life (public safety, utilities); the third floor are services that define the quality of life in the community (land use planning, park & recreation, library) and the roof are community add-ons that enrich the lives in the community (community events). The foundation of the house are basic elements needed to provide the services (facilities, infrastructure, human resources, financial resources and information technology). If the roof gets too large the village will collapse; if the foundation crumbles, the house collapses. Elected leaders have the responsibility to continually evaluate and redefine the mission, especially through a balanced budget and policy deliberation. Today, local governments are facing significant pressure to address societal issues (acceptable books, gender issues, world peace and global issues) which they have no ability to influence, expand community events and festivals going beyond the direct benefit to the community, and to add community services that go beyond the true mission. Mayor and Village Councils have the ultimate responsibility to define the village's mission.

## **11. STATE GOVERNMENTS FORCING VILLAGES TO "FEND" FOR THEMSELVES**

During the past several years, state governors and legislatures have had a full-blown attack on home rule and the ability of village governments to determine their direction and destiny. They have enacted laws that have reduced revenue options and imposed restrictions on taxes and fees, reduced the local government's ability to regulate for community benefit, reduced funding for major projects, imposed additional regulations and mandates without providing funding options and have proposed legislation that threatens the future of the council-manager form of local government. The bottom-line reality is that village governments are on their own. Village governments have hired lobbyists as frontline defenders with the purposes to monitor proposed legislation, to propose alternative legislative proposals, to be an advocate on issues to protect the interests of the community and village government. Mayor and Council Members have been asked to build relations with their state representative, to develop and adopt a legislative agenda, to maintain ongoing communications with other governmental leaders, to educate other elected officials about local issues, challenges and responsibilities. While the legislature is in session, there is a significant time requirement. This hyper-attentiveness dilutes the village's focus on strategic initiatives and the delivery of core services.

## **12. CRUMBLING VILLAGE FACILITIES AND INFRASTRUCTURE**

Villages are faced with aging village facilities and infrastructure needing upgrades or replacement. Many village facilities are beyond their life cycle and are still being used by residents. Many villages have been slow to invest in upgrading their facilities and infrastructure. An example is aging municipal pools requiring significant annual investment and maintenance while a new aquatic complex is cost prohibitive. An option is the creation of multiple splash pad which provide interactive aquatic experience. In addition, villages have underground pipes from the 1990's that are at the end of their life years before the advertised life cycle and have

deteriorated more rapidly than older infrastructure. Villages are also struggling with securing future water supply. For villages that are faced with growth, the challenge is balancing by taking care of and maintaining the current village facilities and infrastructure while building new village facilities and infrastructure to support growth and development. In addition, villages are having difficulty in hiring certified plant operators. Mayors and Village Councils have the responsibility to determine the balance by determining project priorities and to determine funding mechanisms.

**BOTTOM LINE: SHARED LEADERSHIP REQUIRES TO EFFECTIVELY RESPOND TO THESE FORCES OF TURBULENCE AND TO CREATE THE BEST POSSIBLE FUTURE FOR THE RESIDENTS, THE COMMUNITY AND THE VILLAGE.**

## **B. KEYS TO SHARED LEADERSHIP SUCCESS**

Effective shared leadership requires all leaders to understand, to practice and live by these ten keys of leadership success.

### **1. CHARACTER COUNTS – Village leaders demonstrate their true character by:**

- Being truthful and honest
- Consistency of words and actions
- Acting in an ethical manner – above question or beyond reproach
- Defining and knowing your personal core values
- Practicing their core values every day
- Having high moral standards without hypocrisy
- Keeping/delivering on their commitments/promises
- Acting with integrity
- Acting in an equitable manner
- Having open minds
- Communicating in an honest manner
- Acting in trustworthy manner
- Leading by example
- Relying on data and fact – avoid creating a reality based upon misinformation, disinformation or fabricated reality – “be careful of believing in your own ‘bs’”
- Acting with a sense of purpose
- Being personally vulnerable and “real” in the appropriate circumstances

### **2. PUTTING COMMUNITY FIRST – Village leaders place the community and public service above self by:**

- Acting with a public purpose in mind
- Demonstrating a genuine love for the community – a true passion for the community
- Caring about the community
- Knowing and understanding our community – our history and traditions, our community demographics, our strengths and areas for improvement, our challenges and opportunities, what makes our community special
- Having a community presence – visible to our residents

- Being a community “cheerleader”
- Making decisions that benefit the entire community
- Focusing on adding value to the lives of your residents
- Listening to and striving to understand the whole community – “not just the vocal”
- Knowing and partnering with businesses, community institutions and organizations
- Participating and enhancing community events – big and little that bring our residents together
- Giving to the community
- Guiding the community to a better future
- Responding to community needs
- Helping the community to define the future
- Working with other governments to benefit the community

**3. PLAYING MUSIC AS AN “ORCHESTRA” – Village leaders build the capacity of the Mayor and Village Council to perform as a highly effective Governing Team by:**

- Mutually defining the roles and responsibilities under Council-Manager form of government and the Village Charter
- Developing the musical score with the Village Council to establish the framework for effective governance by defining success and effectiveness for the Mayor-Village Council, by establishing house rules – a code of conduct and establishing operating protocols for daily activities
- Knowing and facilitating the “musical scores
- Helping the Village Council to learn how to work together, to negotiate and resolve conflicts and communicate in an open manner
- Recognizing the importance of practice –the practice of working together
- Maximizing the skillset and potential of each orchestra member/Village Council
- Putting others where they will succeed
- Letting the orchestra play the music
- Coaching and advising other team members
- Understanding the roles and contributions of others
- Inspiring others to achieve more
- Keeping open lines of communication with others
- Changing the tempo when necessary
- Determining who needs to be on the Stage – in the Workshop
- Calling on the right people at the right time
- Awakening and expanding the best in others
- Inspiring others to positive outcomes for the community and for future generations
- Being a motivator
- Developing the next generation of community leaders – the next Mayor, the next Council members and the next Village manager – leadership succession preparation
- Determining how the council will spend its time and process to govern... different council have different operating styles
- Structured meeting focusing on attention on short term actions...leaving little time for strategic discussions and responsible decision making

**4. PERSONAL CONNECTION WITH OTHERS – Village leaders establish effective personal and working relationships by:**

- Reaching out on a personal level with Village Council members
- Getting to know others – their goals, their values, their issues, their opportunities, their concerns, their personal agendas, their operating styles and the issues, their priorities or actions that “set them off”
- Finding a personal connection – common interest, common issues, common values
- Taking time for others
- Listening to and striving to truly understand others
- Listening to the entire community
- Building and working to sustain an effective work relationship
- Seeking input from others
- Respecting diverse opinions and ideas
- Acting with civility
- Reaching out to partners, community organizations
- Finding something in common with other persons
- Responding to requests for help or assistance
- Helping Council members with their issues in context of the Village mission and work program
- Being a “therapist” for Council Members or each other
- Providing advice when asked
- Recognizing that at times it is necessary to agree to disagree respectfully
- Reaching out to diverse elements of the community

**5. STRATEGIC THINKING AND TACTICAL ACTIONS THAT PRODUCE A BETTER COMMUNITY – Village leaders develop and facilitate strategic process that transform ideas and dreams into actions by:**

- Understanding the governmental institution responsibilities and processes
- Making things happen that might not otherwise happen, and preventing things from happening that ordinarily might happen.
- Establishing and institutionalizing a well-defined and ongoing strategic planning processes with regular updates
- Recognizing the importance/valuing an ongoing and consistent strategic planning process
- Defining the vision – the preferred future for our community
- Defining the Village government’s mission – the responsibilities for village government
- Defining the Village government’s core values – the performance expectations and standards for every Village employee
- Establishing outcome-based five-year goals
- Linking strategic plan to budget and capital planning
- Eliminating unnecessary services, programs, projects and processes
- Having a fiscally responsible tax rate driven by services and service levels
- Investing in the community’s future
- Having an ongoing capital planning and funding process – facilities and infrastructure

- Focusing on defined services – core for daily life and quality of life
- Developing an annual action agenda with defined priorities – a work program for policy and management
- Developing tactical and action plans – who is responsible; what is going to be done – activities and milestones, when will things be completed
- Monitoring and reporting on action progress
- Focusing on future outcomes for the community
- Developing tactical plans and responses to emerging issues and challenges
- Being nimble and agile and adapting to an ever-changing operating context/environment
- Taking time to evaluate results and outcomes
- Seeking feedback from the community – service satisfaction and adding value
- Preparing data-based reports, evaluating community options and outlining policy options
- Avoiding pressure to let short-term issues derail the long-term strategic process or projects

**6. COLLABORATION FOR RESULTS: Village leaders frame issues and facilitate the negotiating process by:**

- Recognizing that no closure – decision or plan is perfect – it may be adjusted or modified over time
- Determining the appropriate/best time to address the issues
- Identifying what will happen if no action is taken
- Defining the sources and types of conflicts
- Preparing for negotiation
- Negotiating with others who have differing opinions or ideas
- Listening to and striving to understand each individual Council Member – their goals, their views on critical issues, their legacy, their views on the community, their operating style
- Facilitating the negotiating process
- Striving for win-win resolutions owned by all
- Looking for compromises – acceptable middle grounds
- Representing the interests of the community
- Evaluating, learning and making timing adjustments
- Working with community partners
- Bringing up difficult issues
- Avoiding hyperbole and “strawman” arguments
- Testing the resolution
- Avoid denying or giving in to order to avoid addressing the issue
- Supporting creative thinking
- Supporting innovative actions and taking calculated risks
- Willing to take time for the process, but must get to a result
- Encouraging winning with grace and losing with grace

**7. COURAGE TO DECIDE – Village leaders have the backbone to make difficult decisions for the Village government and community by:**

- Knowing when the time is right to address the issue and make the decision
- Having the courage and supporting Village Council to address issues no matter how controversial in the community
- Focusing on critical issues and what is important
- Taking time upfront to define the underlying issue(s) or problem(s) and to establish parameters to guide research and investigation
- Using data and input from others to make decisions
- Understanding the risk and potential consequences
- Finding a personal balance among Village staff input, community input and personal beliefs and preference
- Knowing the initial position of each Council member
- Linking decisions to strategic framework, community outcomes and benefit
- Involving others, particularly critical partners and managers/staff, who have responsibility for implementation
- Going into the field to experience this issue or problem first hand
- Recognizing that there are no perfect decisions – best decision based upon currently available data and research
- Allowing each Council member an opportunity to speak, to ask questions and to state opinions
- Understanding best practices used by others to address similar issue/problems and evaluate the potential application to your government
- Using Workshops for detailed discussions and negotiations
- Suggesting alternatives – that may lead to a consensus or viable compromise
- Seeking timely closure on issues
- Recognizing that every – decision, re-decision and non-decision is a decision and a building block for the community's future
- Making the tough call
- Before the final decision is made, summarizing and testing decisions
- Addressing value-based issues once –avoiding the recycling of issues
- Standing up to the negative forces in the community
- Rallying the community and Village Council behind the decisions
- Representing the decisions to others
- Use pilots to test decisions before full implementation when possible
- Allow staff to take calculated risks
- Council majority decides
- Supporting the decision of the majority

**8. CLARITY OF DIRECTION AND OUTCOMES – Village leaders strive to have everyone on the “same page” – a common understanding that empowers staff to implement by:**

- Understanding the expectations of others
- Working with others to define the community's future – desired outcomes

- Working with others to establishing goals – five years
- Having a clear vision –long-term community outcomes
- Having everyone with the same understanding
- Summarizing and testing Village Council directions and expectations
- Rallying the community behind the goals, actions and direction
- Seeking community partners to work on the goals
- Monitoring and reporting on progress
- Ongoing report to and marketing to the community – we are taking actions and are producing results that add value to residents and our community
- Communicating in a succinct, clear and creative manner with the community
- Building momentum through small and incremental successes
- Translating dreams into realistic outcome-based goals
- Having goals that inspire others
- Looking for partners to achieve goals
- Keeping the focus on outcomes for the community
- Mobilizing the resources to achieve goals
- Integrating goals into budget, CIP
- Evaluating the results of the actions – are we achieving or moving closer to outcomes
- Having a “can do” attitude
- Building and sustaining momentum
- Achieving community’s potential
- Providing the necessary resources to provide defined services and service levels and to complete a capital project
- Avoiding micro-managing service delivery and project management
- Trusting staff to provide the defined service
- Respecting roles and responsibilities

**9. CULTIVATING OPTIMISM – Village leaders project a positive, “can do” attitude by:**

- Having a positive outlook
- Having a sense of positive realism
- Encouraging others
- Supporting others
- Helping others to achieve their goals
- Celebrating community successes
- Building positive momentum through early successes
- Recognizing the importance of realistic positive mindsets even in light of crisis – the power of positive thinking
- Sending the positive message: “things are working in the village”
- Providing hope for a better future
- Providing support during difficult times
- Looking for ways to get to “yes”
- Recognizing realities of the situation
- Conquering setback, obstacles and difficulties
- Exploring options



- Having patience
- Avoid focusing on blaming who is responsible for setbacks
- Keeping a cool head
- Avoiding defensiveness
- Encouraging the Village Manager to bring “bad news” to the Village Council
- Encouraging the Village Manager to bring “new ideas” to the Village Council

**10. CREATIVE THINKING AND INNOVATIVE ACTIONS – Village leaders encourage out-of-the-box thinking by:**

- Develop processes for creative thinking – expect it and institutionalize it
- Analyzing the difficulty, setback and obstacles
- Learning from others – what worked and what was tried and did not work
- Learning from the situation and apply to similar situations
- Addressing the difficulty long term
- Supporting creative thinking
- Supporting innovative actions and taking calculated risks
- Encouraging and supporting others
- Learning from setbacks
- Applying best practices to your village when appropriate
- Creating an organizational culture that supports creativity
- Identifying and evaluating options

These Ten Keys to Leadership are the foundation to developing and sustaining an effective governance process and to developing and sustaining a village that delivers value to the community today and creates a better for all in the future. In addition, these Ten Keys to Leadership can also help Mayors & Village Councils and Village Managers & Management Team lead and guide their villages in the today's turbulent world.

**Effective shared leadership has delivered results. Their villages were guided by a long-term vision – a preferred future for the community; followed their village's defined mission; developed and implemented 5-year outcome-based strategies, developed and regularly monitored an annual action agenda (a work program with policy actions for Mayor-Village Council and management actions for the Village Manager and Management Team); were nimble and agile with the ability to take advantage of opportunities and respond to challenges and setbacks, made courageous decisions; acted as financial stewards and made fiscally responsible decisions; invested consistently in the community's future; developed and institutionalized an ongoing strategic planning process; and developed the capacity of the entire village team to produce results. The community, both residents and businesses, were able to see and experience the benefits from this shared leadership.**

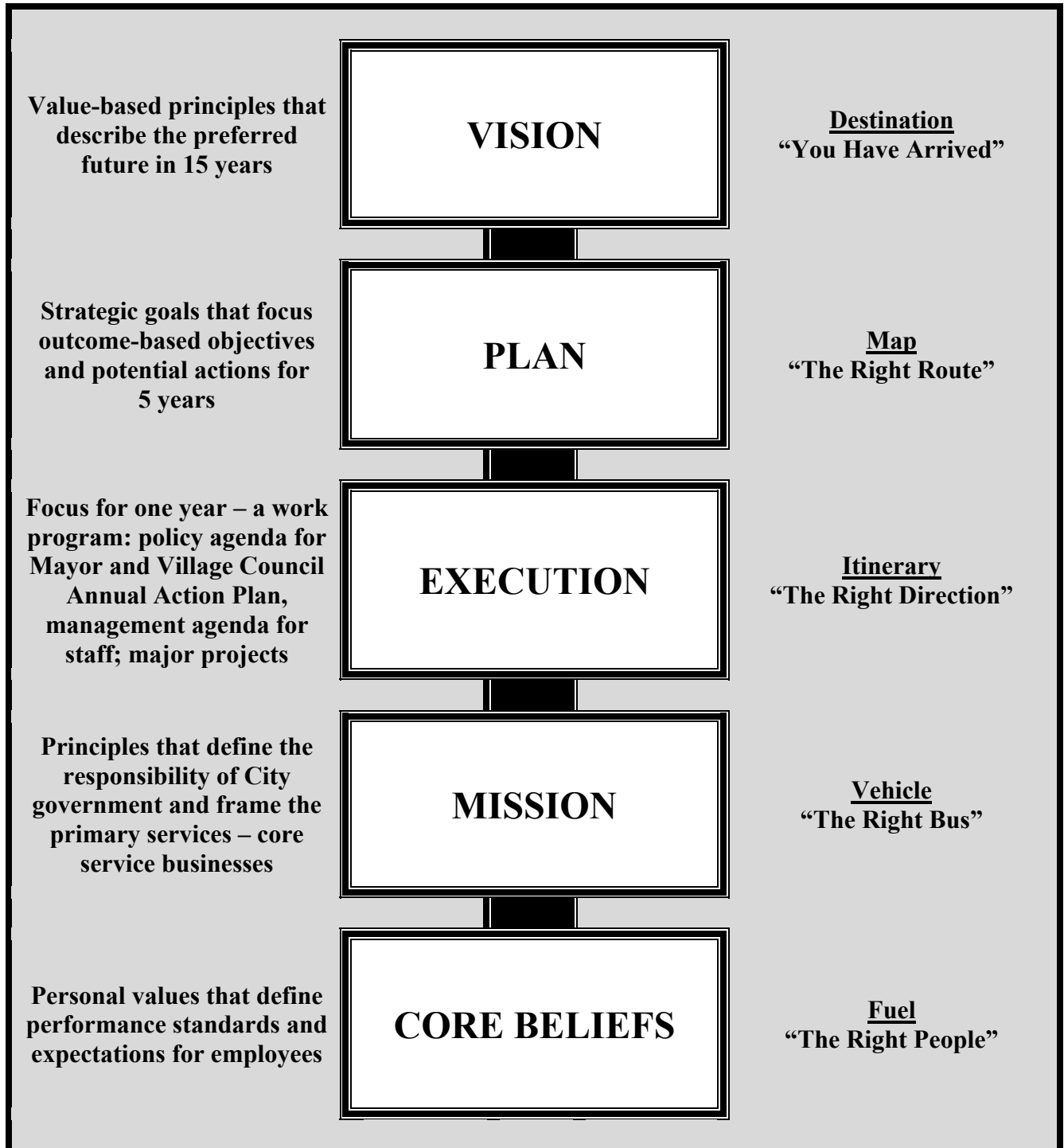
**In conclusion, Shared Leadership makes a difference in re-imagining the communities that results in adding value to the lives of residents and guests.**

# **SECTION 2**

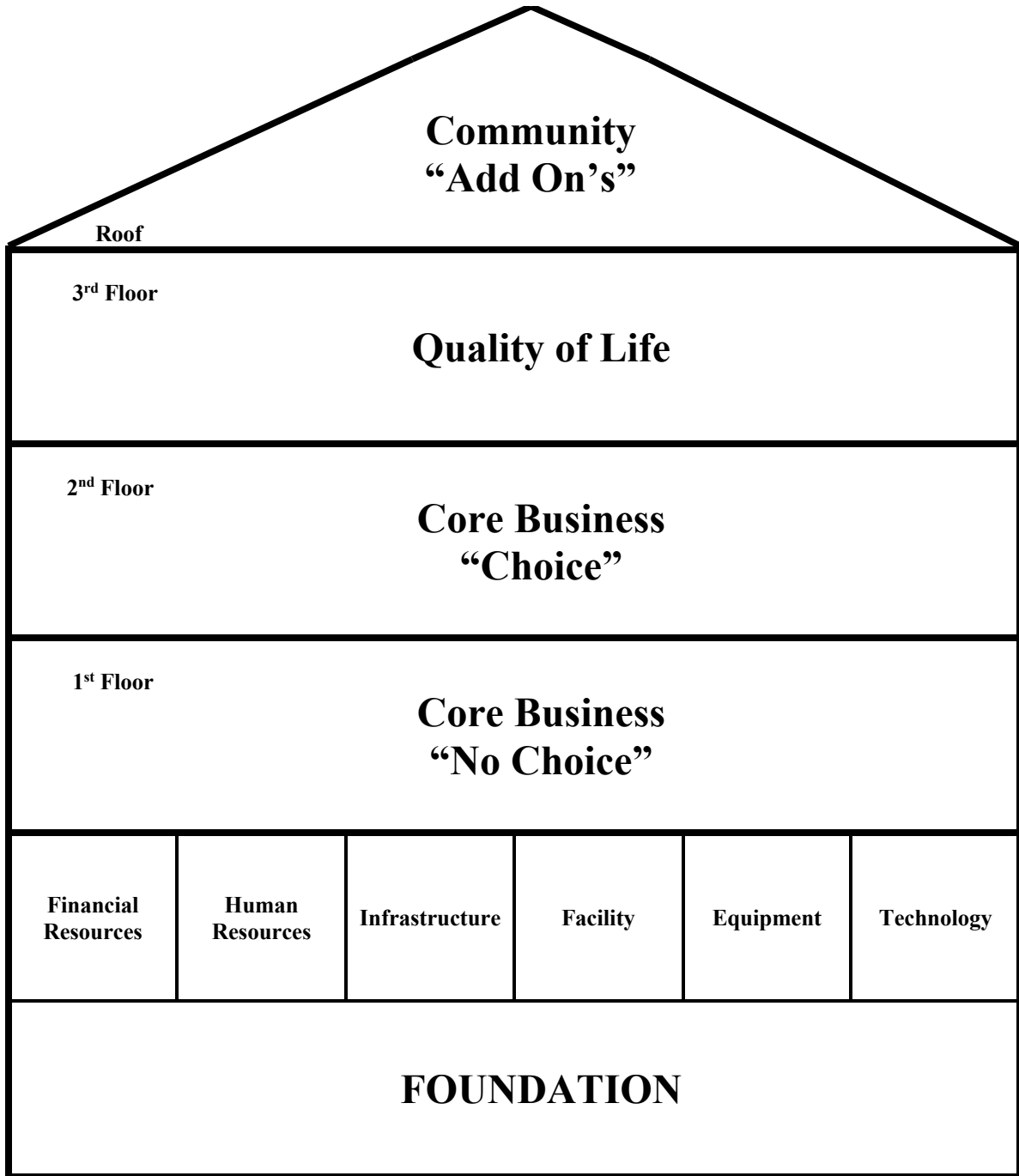
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## **STRATEGIC PLANNING MODEL FOR ROYAL PALM BEACH**

# ***STRATEGIC PLANNING MODEL***



# City: Service Responsibilities



# City Service Hierarchy House Model

## **FOUNDATION**

"*INVISIBLE*" FROM VIEW, BUT NECESSARY FOR THE DELIVERY OF CITY 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  
City”**

**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 City and to/from outside
- Reliable utility services: water, sewer, telecommunications
- Timely response to an emergency call for service

## Environmental Stewardship

- Preservation of the City's natural resources
- Conservation of water
- Effective stormwater management system
- Recycling for residents and businesses
- Reducing the City'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 City's governance processes
- Proactive communications about the City and the community
- Residents volunteering and contributing to the community
- Celebrating the community's history and heritage

# **SECTION 3**

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



# Village of Royal Palm Beach Success in 2029

## **MAYOR FRED PINTO**

1. Tuttle Royal Development Completed with K-12 Charter School
2. No Debt and Level Tax Rate
3. Transition to New Village Manager and Other Managers

## **VICE MAYOR JEFF HMARA**

1. Tuttle Royale Development Completed – Pedestrian-Friendly with Commercial Businesses
2. County-Wide Multi-Modal Transportation Plan Developed and Guiding the Future
3. State Road 7 Redevelopment and TOD at Okeechobee Intersection

## **COUNCILWOMAN SELENA SAMIOS**

1. Recreation Center Open and Serving the Needs of the RPB Community
2. Retained “Small Town Feeling”
3. Tuttle Royale Development: Completed

## **COUNCILWOMAN JAN RODUSKY**

1. Steady Tax Rate
2. State Road 7 Corridor Redevelopment Underway
3. Thriving Public Arts and Sculptures

**COUNCILMAN RICHARD VALUANTAS**

1. State Road 7 Corridor Under Construction
2. Low Tax Rate
3. New Village Manager in Place

# **My Actions Ideas for 2024 – 2025**

## **Village of Royal Palm Beach**

### **MAYOR FRED PINTO**

1. Recreation Center: Constructed and Open
2. State Road 7 Settled Direction
3. Budget Support Service Excellence and No Tax Rate Increase

### **VICE MAYOR JEFF HMARA**

1. Recreation Center: Groundbreaking and Construction
2. Tuttle Royale Development: Commercial Pod Groundbreaking
3. NLC Membership and Village Participation

### **COUNCILWOMAN SELENA SAMIOS**

1. Seniors Needs Assessment
2. Same Tax Rate
3. Crestwood Park North Open

### **COUNCILWOMAN JAN RODUSKY**

1. Recreation Center Open
2. Western Community Group Revitalized and Advocacy
3. Public Art at Village Hall
4. Reading for the Record Program Initiated

**COUNCILMAN RICHARD VALUANTAS**

1. Recreation Center Groundbreaking
2. Roads Open at Tuttle Royale Development
3. Cypress Key Development Completed with Traffic Signal at Southern Boulevard

**Royal Palm Beach  
Vision 2039**

**ROYAL PALM BEACH 2039 *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 2029**

**Financially Sound Government**



**Responsive Village Services**



**Exceptional Parks and Leisure Choices for All**



**RPB – a Unique Community**

# Messages from Our Community

## City of Royal Palm Beach

1. Residents happy with Village facilities, services and programming – positive feedback
2. Growing expectations and sense of enthusiasm for Tuttle Royale Project
3. Concerns regarding neighborhood speeding – recent incident stimulating concerns
4. Concerns regarding western development and traffic impact on Royal Palm Beach
5. Covered Trailers for “Boats” – what to do and where to park them
6. Great events and programs at RPB Commons Park
7. Concerns about cost of living
8. Safe community – feeling safe and secure
9. Like Cultural Center and programs
10. Pride in great parks
11. Beautiful community – attractive and well-maintained corridors
12. Keep taxes low
13. Great place to have a businesses
14. Need modern bathrooms in parks
15. Small businesses in shopping centers –need for more visible signage



# **City of Royal Palm Beach 2024 – 2025 Strengths – Weaknesses Threats – Opportunities**

## **»» Strengths**

1. Village Mayor and Council leadership and teamwork
2. Village Manager's leadership, guidance and support for Mayor and Village Council
3. Village government financial condition – low tax rate and reserves
4. Ease of doing business in Royal Palm Beach
5. Village government website
6. Village Management Team – collaboration and performance
7. Residents confidence in Village government
8. Management succession and smooth transition to new department managers
9. People desire to live in our Royal Palm Beach community
10. Strong community participation in events and programs by Village government
11. Continuity in strategic planning – keeping our focus and delivering results for a better Royal Palm Beach community
12. Good governance – no controversy
13. Strong public safety through PBSO
14. Quality and well-maintained Village facilities and infrastructure
15. Great schools and educational programs

»» **Areas for Improvement**

1. Neighborhood Traffic Safety and Speeding
2. Expanding Community Involvement on Boards and Commissions
3. Sidewalk Cleaning
4. Strengthening Collaboration and Advocacy with Neighboring Cities
5. Expanded Village Lobbying and Advocacy
6. Strengthening Public Safety at Town Center
7. Learning Curve with New Managers
8. Resolution on Support for Community Non-Profit Organizations
9. More Resident-Oriented Code Enforcement – Better Communications and Problem Solving
10. Tuttle Delivering Final Product Consistent with Commitments
11. Addressing the Homeless Situation in Light of New State Law
12. Revitalizing Older Commercial Centers

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

1. Actions by the State of Florida Impacting our Community and Village Government
2. Western Growth and the Negative Impacts on Our Community and Village Government
3. Increasing Costs of Living for Our Residents
4. Ending of APRA and Sales Tax Revenues – No Replacement Revenue Sources
5. Lack of Collaboration among Western Communities
6. Limited N/S and E/W Traffic Options
7. Lack of Regional Transportation Solutions
8. Homeless Situation

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

1. Tuttle Royale Development
2. Regional Transportation
3. Affordable Housing
4. Management Succession Planning and Actions
5. Transit Hub within Royal Palm Beach
6. Commercial Center Revitalization/Redevelopment
7. Expanded Village Advocacy
8. Further Arts Activation
9. Zip-Line Course at RPB Commons Park
10. Western Communities Collaboration and Advocacy
11. Finding Regional Solutions to Common Problems
12. Vision Zero
13. Traffic/Highway Network Expansion
14. State Road 7 Corridor Development
15. Working Relationship with Palm Beach County

# **Actions for 2024**

## **Mayor and City Councils' Interviews**

### **City of Royal Palm Beach**

1. Tuttle Royale Development: Next Steps
2. Village Hall Project Exterior: Completion
3. Old Chambers Project: Completion
4. Recreation Center: Final Design and Construction
5. Bus Stops Installation: Completion
6. School Charter/Private: Direction
7. Neighborhood Speeding Action Plan: Problem Analysis, Report with Options, Direction and Village Actions
8. Village Hall Art: Completion
9. All Access Playground: Update Report and Direction
10. Budget and Tax Rate: Direction
11. Lakeside Development Project: Next Steps (by Winn-Dixie)
12. Affordable Housing: Definition, Needs Assessment, Report with Options, Village Role, Direction and Village Actions
13. Hotel @ Tuttle Royale: Update and Next Steps
14. Western Communities Forum Revitalization: Direction and Village Actions
15. Cypress Key Commercial Development: Next Steps
16. Electronic Sign at School: Status and Next Steps

17. Sidewalk Cleaning by Recreation Center: Problem, Direction and Actions
18. "Boat" Trailer Parking: Report with Options and Direction
19. Code Enforcement Customer Service Enhancements: Performance Review, Report with Findings and Options, Direction and Village Actions
20. Older Commercial Centers Revitalization/Redevelopment: Update Report, Direction and Village Actions
21. Management Succession: Update Report and Plan for 2024-2025
22. Small Business Signage: Issue/Outcomes, Report with Options, Direction and Village Regulations/Actions (Goal: Greater Visibility)
23. Public Information Enhancements: Next Steps and Plan for 2024-2025
24. Homeless Policy, Strategy and Action Plan: State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions
25. Village Variance Policy: Review Actions and Direction
26. Public Arts Action Plan (1-5 Years): Desired Outcomes, Direction and Plan Development with Annual Action Steps
27. Zip-Line Course at RPB Commons Park: Report with Options, Village Role, Direction and Funding Mechanism
28. Pilot Voucher Program: Initiation and Evaluation Report
29. State Road 7 Corridor Development: Update Report and Direction
30. Electric Vehicles and Charging Stations: Outcomes, Report with Options, Village Role, Direction and Village Actions
31. Art Recreation Programming Expansion: Next Step
32. NLC Membership: Discussion and Direction
33. Agricultural Land Preservation: Outcomes, Best Practices, Report with Options, Village Role, Direction and Village Actions
34. "Read for the Record" Participation: Direction and Village Actions

35. Community Non-Profit Organization Support: Village Role, Report with Options and Direction
36. Major Festival Addition: Report with Options, Village Role, Report with Options, Direction, Village Actions and Funding
37. Comprehensive Plan Update: Requirements, Direction and Village Actions
38. Tree Preservation Ordinance: Review and Direction
39. Contract for Services: Opportunities Identification, Report with Options and Direction
40. Senior Needs: Assessment Update, Report with Findings and Recommendations, Direction and Village Actions
41. Safe Community Action Plan: PBSO Needs, Direction and Funding
42. Road Network Plan Development: Concept and Direction
43. Multi-Modal Transportation Center in RPB: Concept, Location, Direction and Village Actions
44. Stormwater Management Plan: Update Report
45. BB Guns Regulations: Direction
46. Home Insurance Program: Investigation, Report and Direction
47. Vision Zero: Concept, Direction and Village Actions

# Royal Palm Beach Top “10” Strategic Priorities for 2024 – 2025

## EXECUTIVE PERSPECTIVE

- 1. Tuttle Royale Development: Stay Strong with Approved Concept**
- 2. Recreation Center Project: Final Design, Construction and Opening**
- 3. Village Employee Compensation: Direction and Funding**
- 4. Village Services and Staffing: Funding Additional Positions**
- 5. East-West Traffic Capacity: Advocacy with Palm Beach County**
- 6. State Road 7 Corridor Redevelopment Policy and Land Use: Direction**
- 7. Cypress Hall: Construction and Opening**
- 8. Road Resurfacing Plan and Revenue Source: Direction and Funding**
- 9. Aging Park Renewal and Replacement: Plan Development and Funding**
- 10. Drainage System Renewal and Replacement: Plan Development and Funding**



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

# **MAJOR CHALLENGES**

## **Royal Palm Beach, Florida**

**April 2024**

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

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

- Conducting Municipal Elections and ongoing coordination with the SOE
- Keeping pace with the increasing volume of Public Records Requests to ensure a timely response
- Developing and evolving the new Web & Media Content Specialist tasks and responsibilities
- Monitoring the two RV Lots (i.e., security, application and renewal documentation, payments, availability and information updates)
- Keeping current with evolving public records law and expanding exemptions
- Monitoring/Filling Board/Commission Seats with resident volunteers

**MANAGEMENT IN PROGRESS 2024 – 2025**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2024**

**DEPARTMENT: Clerk's Office**

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

- 1 2024 Municipal Election (Mayor – Opposed, Groups #1 and #3 - Unopposed)
- 2 Assisting SOE with Village polling locations for August Primary and November Presidential Elections
- 3 Responding to Public Record Requests
- 4 Agenda Preparation/Packets and Post Council Meeting Action (i.e., process and distribute Resolutions, Ordinances, Variance Orders, Landscape Waiver Orders, Contracts, etc.)
- 5 Legal advertising for Elections, Public Meetings, Bid Documents and all Village Ordinances  
  
Providing notification of Selection Committee meetings to the Office of the Inspector General
- 6 Processing Village Code of Ordinance revisions through CivicPlus (Municode)
- 7 Conducting Municipal Lien Searches
- 8 Monitoring the two RV Lots (i.e., security, payments, availability and information updates)
- 9 Records Retention/Management
- 10 Minutes for Council, Education Advisory Board and both Pension Boards
- 11 Assist the Education Advisory Board with scholarship process

- 12 Keeping monthly meeting calendar current
- 13 Update New Resident and New Business Packets
- 14 Establishing effective communication between Web and Media Content Specialist and other departments for Village Voice and website
- 15 Processing PBSO Parking Citations
- 16 Continually updating HOA contact information as well as Employee Emergency Contact Phone Numbers for Emergency Management information dissemination

**INITIATIVES 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

**DEPARTMENT: Clerk's Office**

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Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 1 Update Election Materials (i.e., Candidate Information Handbook, Municipal Election Schedule, etc.) (August-September)
- 2 Update the Standard Operating Procedures for the Web and Media Content Specialist (June)
- 3 Update Policy and Procedures for Public Records Request to conform with legislative changes. (October)
- 4 Update New Resident Packet to reflect specific code revisions. (accessory buildings, artificial turf) (June)
- 5 Community Connection – Hurricane Guide (June)
- 6 Develop Royal Palm Beach Passport Type Material (February)
- 7 Village Website Enhancements in conjunction with the IS Department (Ongoing)
- 8 Create and post to the Village website user friendly tutorials to provide residents with seamless website navigation (January)

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Community Development

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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.
- The last two years of hyperinflation, combined with the increase in property values has already affected properties within the Village. Families expanding to house grown children and or adult family members 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.
- As more of our Village staff approaches retirement age, increased staffing changes will become evident.
- Housing cost increases coupled with increased code enforcement within our Western communities of parking restrictions will create pressure for overnight parking of large vehicles, RV's and or other prohibited vehicles within the Village.
- Increased development within parks and various Village infrastructure have created greater demand for maintenance, repairs and or replacements. Commitment of resources to maintain these elements at an acceptable standard will need to be planned and implemented.

**MANAGEMENT IN PROGRESS 2024 – 2025**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2024**

**DEPARTMENT: Community Development**

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

- 1 Education of customers and E-permitting process.
- 2 Coordinating and tracking private provider in-progress results.
- 3 Coordination of various construction Pods at Southern Properties.
- 4 Completion of Cypress Key developments.
- 5 Implementing resource routing and accountability tools.
- 6 Initiating development of Town Homes behind Winn Dixie.
- 7 Organizing transfer of departmental operation functions to cross train staff.
- 8 Adjusting application flow to reduce delays.
- 9 Evaluating virtual inspection products and applications.
- 10 Seeking out training and opportunities which create and maintain a positive work environment.

**INITIATIVES 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

**DEPARTMENT: Community Development**

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Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 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 Continue to evaluate advances in artificial intelligence functions and how they may potentially be applied within Community Development service delivery.
- 3 Incorporate internship hiring options within Plumbing/Mechanical/Electrical/Building positions while continuing incentives and cross training of existing personnel.
- 4 Review and revise municipal Parking ordinance to address increases in overnight parking of large vehicles and RV within commercial and residential common areas.
- 5 Continue to encourage the use of natural Hybrid Carp to maintain adequate levels of aquatic vegetation within the captive water body within 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.



# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

### 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)
- Advocate for a new east-west corridor connecting western communities to the Turnpike and I-95. This will reduce congestion, improve travel times, and improve safety for our region.
- Create new maps and apps showing site plans and various setbacks for properties throughout the Village that would allow staff and residents, business owners and developers conveniently view site plans and setback requirements.
- 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 2025: Alcazar St, Azalea Dr, Balsam Dr, Barcelona Dr, Belvedere Rd, Bilbao St, Bobwhite Ct, Bobwhite Rd, Camellia Dr, Carissa Dr, Chestnut Cir, Civic Center Way, Cocoplum Cir, Cocoplum Ln, Copperwood Cir, Cortes Ave, Croton Dr, Dahlia Dr, Dove Cir, Eider Ct, Emerald Ct, Euston Ct, Finch Ct, Galiano St, Garden Ct, Gardenia Dr, Goldfinch Ln, Greenwood Ct, Habitat Ct, Hibiscus Dr, Infanta Ave, Infanta Ct, Jay Ct, Kent Ct, Las Palmas St, Lilac Dr, Linda Ct, Locust Ln, Madrid St, Mallard Ct, Mandeville Ln, Martin Cir, Meadowlark Dr, Mimosa St, Monterey Way, Morgate Cir, Natchez Trace Ave, Natures' Way, Nottingham Rd, Oleander Dr, Orchid Dr, Oriole Ct, Oriole St, Park Rd N, Pintail Ct, Poinciana Blvd, Puffin Ct, Rainforest Ct, Raven Ct, Royal Palm Beach Blvd, Sandpiper Ave, Santander Ct, Santiago St, Saratoga Blvd W, Seagull Ct, Segovia Ave, Segovia Ct, Sevilla Ave, Sparrow Ct, Sparrow Dr, Sparrow Ln, Sparrow Pl, Sparrow Rd, Sparrow Ter, Starling Ave, Sunflower Cir, Sunflower St, Sweet Bay Ln, Sycamore Dr, Teal Ct, Trace Ct, Twin Lakes Way, Valencia St, Venetian Ln, Wildcat Way, Old Crestwood Blvd., Sparrow Ext (PRJ#- PW22RR / Fund-302)

# MANAGEMENT IN PROGRESS 2024 – 2025 PROJECTS AND ISSUES Royal Palm Beach, Florida April 2024

## DEPARTMENT: Engineering

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

- 1 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)
- 2 Earth day Lake Bank Stabilization - The lake bank adjacent to Earth day park has significant erosion damages. The proposed project will re-shape the bank and add erosion protection. (PRJ#- EN2301 / Fund-105)
- 3 Purchase and implement project management software (PRJ#- EN-TBD8 / Fund-303)
- 4 Splash Pad re-construction at Veterans Park (PRJ#- PR2307 / Fund-302)
- 5 Cultural Center Entry Enhancement design and construction (PRJ#- PR2401 / Fund-303)
- 6 David Farber Building Renovation design and construction (PRJ#- EN2401 / Fund-303)
- 7 Complete the construction of Crestwood North Park (PRJ#- PR2102 / Fund-301)
- 8 Complete the construction of Cypress Hall (PRJ#- EN2202 / Fund-105)
- 9 Obtain ADA Improvements phase II grant notice to proceed (PRJ#- EN2302 / Fund-303)
- 10 Obtain Bike Path Trailhead and Signage Plan grant notice to proceed (PRJ#- EN2102 / Fund-303)

**INITIATIVES 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

**DEPARTMENT: Engineering**

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Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 1 Construct Pathway Lighting in Earth Day Park. (PRJ#- EN25XX / Fund-TBD)
- 2 Improve Street Lighting on Southern Boulevard. (PRJ#- PW25XX / Fund-TBD)
- 3 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)
- 4 Real-time mapping of current open permits for all types of development, ROW and engineering projects. (PRJ#- GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)
- 5 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) (PRJ#- GIS25-03 / Fund-N/A)
- 6 Replace the asphalt walkways on the Village hall campus with concrete sidewalks (PRJ#- EN25XX / Fund-TBD)

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Finance

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

- Preparing a balanced operating budget without a tax increase while taking in consideration revenue constraints, cost control and unforeseen events.
- Developing a five-year capital plan to ensure the financing of projects while maintaining fiscal responsibility.
- Revamping our fixed asset management system to ensure compliance and accurate recording of assets.

**MANAGEMENT IN PROGRESS 2024 – 2025**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2024**

**DEPARTMENT: Finance**

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

- 1 Updating financial policies and procedures to ensure regulatory compliance and the integrity of financial operations.
- 2 Create and update Standard Operating Procedures for all Finance Tasks
- 3 Creating customized departmental budget dashboards in OpenGov to allow departments to run budget to actual reports at any time.
- 4 Quarterly Reporting of American Rescue Plan Act (ARPA) Funds.

**INITIATIVES 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

**DEPARTMENT: Finance**

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Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 1 Conduct an audit on Palm Beach County Water Utilities Franchise Fees that are submitted to the Village.
- 2 Update the Purchasing Guidelines Ordinance.
- 3 Prepare a Popular Annual Financial Report (PAFR) to provide residents an “easy to understand” version of our annual financial report.
- 4 Develop a capital renewal and replacement plan in collaboration with Public Works, Parks & Recreation and Engineering.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Human Resources and Risk Management

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

- Remaining competitive in a tight labor market.
- Anticipating many current employees retiring or leaving for other opportunities
- Reviewing job functions within departments to have better work flow and efficiency.
- Renewing all our lines of Insurance. Looking at alternatives and trying to keep costs down while having adequate coverage.
- Managing quiet quitting, employee morale, and leadership to minimize turnover and the costs associated with it.

**MANAGEMENT IN PROGRESS 2024 – 2025**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2024**

**DEPARTMENT: Human Resources and Risk Management**

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

- 1 Implementation of the New Time Keeping and HRIS system inclusive of performance management, training, employee landing page, document storage, form maker, application system, onboarding and offboarding.
- 2 Writing Standard Operating Procedures specific to HR and Risk
- 3 Working with Finance to update budget and fiscal policies then add to existing HR Policy and Procedure Manual
- 4 Reviewing traditional P&L insurance options and completing a professional asset survey to keep P&L premiums at a reasonable annual cost. Examine bids and possible new insurance strategies proposed for upcoming fiscal year.
- 5 Continue to edit and rewrite job descriptions to accommodate a changing work force and organizational structure within departments.
- 6 Continue to work with insurance and legal on current litigation matters in worker's comp and liability suits.



**INITIATIVES 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

**DEPARTMENT: Human Resources and Risk Management**

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Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 1 Research if AI can be incorporated into HR functions to automate or replace certain manual tasks
- 2 Research and price having professional white board videos made for onboarding that are unique to our forms and policies.
- 3 Create within the new HRIS system standardized job postings with unique qualification questions for each department and interview questions that are approved and saved into the new system.
- 4 Training compliance – set up better tracking and incorporate into job descriptions required training such as FEMA - ICS, or other Certs inherent to job position and title. Utilize new training module/software in HRIS system to identify by position the required training and automate tracking/reminders/reports. Create department specific libraries of training and enhance overall training within the Village.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Information Systems

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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.
- Keeping up with the increasing complexity of I.T. Systems. This may require the implementation of automation either through the use of AI or more user-friendly management solutions.
- 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 2024 – 2025**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2024**

**DEPARTMENT: Information Systems**

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

- 1 Deployment of additional surveillance video cameras at Commons Park
- 2 Deployment of cloud-based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing Software Solutions
- 3 Cypress Hall audio-video systems deployment.
- 4 Continued Migration of virtual and physical servers from DBF to Village Hall cluster.
- 5 Microsoft Hyper-V Server Replication to DBF Hyper-V Cluster.
- 6 Testing Windows Hello login. Allows user to login using either fingerprint or facial recognition. This increases security with built-in brute force protection and ties in with the local PC to encrypt the login preventing it from being captured and reused. It will also reduce user lockouts from miss-typing a password saving IS Support time.

**INITIATIVES 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

**DEPARTMENT: Information Systems**

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Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 1 GoLive with cloud-based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing software solutions.
- 2 Replace legacy Naviline Enterprise Resource Planning (ERP) system
- 3 GoLive with Cypress Hall Audio-Video systems.
- 4 Extension of 10GB network to remote facilities, primarily Rec Center, Commons, and Cultural Center.
- 5 Deployment of Instant-On Aruba Wi-Fi at all facilities, replacing older Ubiquiti System.
- 6 Full deployment of Network segregation topology, moving all IOT such as printers, switches, power distribution units, AC controllers, etc... to a separate network.
- 7 Investigate further use of AI technologies, including automation of tasks such as deployment and device updating, AI-powered Chat operations for both residents and employees.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Parks and Recreation Department

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

- Cross train staff to understand RecTrac(registration software), policy and procedures during/after emergencies that would include injuries in our facility

YAH vs Senior Activities. The majority of YAH members still drive or have means of transportation. Seniors that strictly rely on Palm Tran that attend our daily meal program cannot go on trips or outings. A bus w/handicap access is needed to transport seniors to/from the Rec Center/Cultural Center during YAH luncheons, Senior Parties and offsite excursions.

Theft of event materials. We need to have better storage at the Rec Center

Adequate Staffing (affects set-ups, monitoring events, and cleaning) at Cultural Center

Late night availability of staff for late events, that go 10:00pm for rentals of 100 guests and more than 2 rooms in use at Cultural Center

On average 9-12 rentals per week that have 25-300 guests/each

- **Securing and retaining quality staff members (Facility Attendants & Program Coordinators)**

Maintaining the aging infrastructure of our older facilities and parks. A/C (Chiller) at Recreation Center has had numerous outages that needed repairs and attention.

Storage of table/chairs/program equipment at the Recreation Center

- Hiring and retaining Staff levels for the Parks Department and ability to sufficiently cover the evening and weekend activity is several popular park sites  
Aging work force within the existing Park Department. Difficult to recruit/hire younger employees to join this much needed crew

- Staffing Rentals at Sporting Center and Corporate Pavilions at the same time, starting in March-2024. (2) more part timers would help insure better coverage.
- Staffing levels during key Senior events/programs. Programs often have 100-250 participants with higher level of “needs” than other groups. We need a backup plan and have enough staff present when other employees call out sick or on vacation

# MANAGEMENT IN PROGRESS 2024 – 2025

## PROJECTS AND ISSUES

### Royal Palm Beach, Florida

April 2024

#### **DEPARTMENT: Parks and Recreation Department**

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

- 1 Looking forward to the new Rec Center building that will be more modern and user friendly for the seniors. Ideally it would be great if we could have a ballroom style room with full stage here at the Rec Center
- 2 -Increase storage at the Cultural Center, for tables and chairs  
-New carpet for in the front entrance at the Cultural Center
- 3 -Create Service Bridge for pavilion rentals and concert staff vehicles at Commons Park  
-Enclose reception desk area at Sporting Center, within the lobby area
- 4 -Adding artificial turf on all fields at Katz Soccer complex  
-Adding artificial turf baseball and softball infields at Bob Marcello and Ferrin Parks  
-Resurface wood floors in the gymnasium and dance rooms at Recreation Center  
-Updating restrooms at athletic facilities (Katz Complex and Bob Marcello)  
-Adding netting along south tree line at Katz Complex to stop soccer balls from going into the adjacent wooded preserve  
-Replace foul ball safety netting at Bob Marcello and Ferrin parks  
-Replacing all the tables and chairs in the recreation center that are used for programs
- 5 Installation of Sun Shades at Play-Scapes at several park sites  
Restoration and addition to Recreation Center  
Enlarging POC lay down area (Park Department)  
Development of replacement schedule of several park shelters and outdated plays-capes at several park sites. Challenger Park is a good place to start with replacing the shelters and reviewing the need for the “unused” bathroom facility.

# INITIATIVES 2024 – 2026: SHORT-TERM ISSUES AND PROJECTS Royal Palm Beach, Florida April 2024

## DEPARTMENT: Parks and Recreation Department

Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 1 Fix lighting in Commons Park around outdoor pathways
- 2 -Pearl May Foundation provide green market 1x a month  
-Tai Chi/Chi Gong Classes  
-Coupled with Palm Beach Food Bank to deliver food to seniors on the weekends
- 3 -Outdoor Pickleball courts added at the Recreation Center (4) and need 4-6 more outdoor courts in the RPB community.  
-Added indoor pickleball courts at Recreation Center to make 4 Courts vs 3 Courts  
-Early Childhood added an additional classroom(3) at the Recreation Center
- 4 -Fuel purchasing checks and balancing  
-Placement of Alternative use time in Payroll
- 5 Renovations of Ball Fields ( Marcello, Ferrin & Camellia )  
Replacement of Windscreens at Marcello & Camellia  
Up- graded basketball courts at Home Park and Marcello  
Installation of new Water Bottle Station at various parks  
New Park at Crestwood North  
Fencing of Play-Scapes
- 6 -Field conditions at Katz Soccer field complex is deteriorating, even with contractual maintenance services. We are getting an increased use of all the fields and the sod is wearing out faster than past years. Soccer Provider's program has increased from 500+ to 700+ participants.  
-Increase lighting outside of Recreation Center at night (parking lot & entry way)  
-Re-establishing Parks & Recreation mail out brochure to all households in RPB with programs, activities and events



7 Lack of Staffing on weekends at Cultural Center

Replace Urinals in Bathrooms by entrance lobby at Cultural Center, with larger capacity Urinals

8 Replace A/C unit at Sporting Center

Staffing Rentals need (2) more part timers to also help with the additional corporate pavilion rentals

9 Renovation of Restrooms Village wide

New pump stations for irrigation Village wide

Professional grading of Baseball Fields

Removal and replacement of aging Play-Scapes

10 Removal and re-sodding of all interior grass infield at Bob Marcello ballfields(4)

Re-grading and leveling all Baseball, Softball and soccer fields

Expanding Katz Soccer complex add fields on adjacent school property

Adding outdoor restroom near the pickleball courts/skate park at Preservation Park

Expand/Replace fencing & netting along backstops at Baseball/softball complexes

11 Storage(Tables & Chairs) issues at Cypress Hall(new Summer-2024)

Increased bookings at Sporting Center, Cultural Center and Cypress Hall

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Planning and Zoning Department

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

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

**MANAGEMENT IN PROGRESS 2024 – 2025**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2024**

**DEPARTMENT: Planning and Zoning Department**

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

- 1 Update and organize the Planning and Zoning Department's Website
- 2 Update Project Maps and various Zoning Maps
- 3 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.
- 4 Continue to meet with potential buyers for the remaining parcels within the ALDI Park PID
- 5 Create a map showing the Community Residential Homes within the Village to assist Staff in reviewing Community Residential Homes requests.
- 6 Maintaining PID for each type of application for Applicants.
- 7 Continue to monitor the development occurring in the vicinity of the Village that may have adverse impact on the Village
- 8 State Road 7 Corridor Vision and Plan
- 9 Administer the Permitting of Community Residential Homes according to the requirements of Florida State Statute 419.001
- 10 Continue to monitor the development occurring in the vicinity of the Village that may have adverse impact on the Village
- 11 Continue to maintain orderly and easily navigable development project files both internally and on the internet
- 12 Continue to manage Multiple Development Projects and Building Permits

**INITIATIVES 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

**DEPARTMENT: Planning and Zoning Department**

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Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 1 Create interactive map connecting properties with Property Development Regulations and Development Approvals.
- 2 Work to create a setback layer and Development Approval layer in GIS
- 3 Revise the Art in Public Places Ordinance to require a monetary contribution of 1% when construction cost are between \$500,000 to \$2,499,000.
- 4 Work to bring public recreation amenities to the residents south of Southern.
- 5 Update Development Application Manuals for each of the Development Applications for ProjectDox.
- 6 Review and evaluate each application to eliminate unnecessary or outdated requirements.
- 7 Evaluate the Manufacturing and Limited Processing parking requirements.
- 8 Wrapping of Village owned utility boxes.
- 9 Create a GIS layer for the Community Residential Homes to aid in evaluating applications for a Community Residential Homes.
- 10 Create a Frequently Asked Questions list for the website.
- 11 Create a program to display local artist art work.
- 12 Continue to meet with potential buyers for the remaining parcels within the ALDI Park PID
- 13 Evaluate the consent requirements for Planned Developments.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

### DEPARTMENT: Public Works

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

- 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 areas not in compliance with ADA.
- Ability to replace fleet vehicles, particularly trucks, with the current shortage that the automotive industry is experiencing including labor, materials and all 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.
- Lack of qualified candidates to fill job openings.
- Changes in the air conditioning industry affecting the type of reffridgerant allowed in a/c systems has hampered our ability to complete a/c unit replacements.

# MANAGEMENT IN PROGRESS 2024 – 2025 PROJECTS AND ISSUES Royal Palm Beach, Florida April 2024

## DEPARTMENT: Public Works

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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, PW24BF; 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 Coordinated with the Debris Removal Contractor to update bonds & insurance prior to the start of hurricane season. Complete for FY24.
- 5 Coordinated with the Pressure Cleaning Contractor to update bonds & insurance and issued NTP for FY2024. Coordinating with the Pressure Cleaning Contractor on FY24 work.
- 6 Storm Drain Outfall Replacement, PW23SD; DPW has issued a CSA and is coordinating with the Village consultant for the design and construction management for the replacement all deteriorated outfall pipes in the system. This project is funded in the ARPA 105 fund.
- 7 WTP Site Modification, PW1902; DPW coordinated with the design consultant and Engineering Dept. on the design and preparation of project documents for the demolition of the WTP. The design is complete. The project will be out to bid in May 2024. The abandonment of the twelve (12) wells in the RPB Wellfield was completed in FY23.

- 8 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. The consultant completed plans for the improvements for Heron Parkway. DPW previously bid the project but it was not awarded. The Heron Parkway improvements will be re-bid in May 2024. This project is funded in the ARPA 105 fund.
- 9 Sidewalk Trip Hazards; DPW is continuing the ongoing work of eliminating sidewalk trip hazards.
- 10 Guard Rail Replacement, PW2104; DPW is currently quoting for the replacement of the guard rail on Grandview Way bridge. This is a multi-year project and the final bridge scheduled for this project is the guardrail on the Grandview Way bridge, which will be completed in FY24.
- 11 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.
- 12 Okeechobee Blvd. Main Entrance Sign Improvements, PW2402; The funding for design of this project is included in the FY25 CIP budget. DPW is currently working on the upgrade of the entry sign. We have removed the large lights and concrete and have installed low lying LED lighting. DPW is currently obtaining quotes for the painting of the sign and for the addition of stone work to accent the sign.
- 13 DPW completed the NPDES annual report and sent to the PBC Group for submission to FDEP. We have been notified by FDEP that the Village will be audited during this annual report period. The audit will be conducted in August 2024. DPW is currently preparing for the FDEP audit.
- 14 Evaluation of the Effectiveness of the Village's Stormwater Management Program (SWMP); DPW is coordinating with CDM Smith on an update to the evaluation of our SWMP. CDM Smith will complete the evaluation to determine whether the Village's SWMP remains effective and no changes or additional best management practices are needed. We will forward the updated report to FDEP when it is complete.
- 15 PBSO Bathroom Renovations, PW2404; DPW is currently preparing a work plan for the renovation of the PBSO bathrooms. Once complete, we will quote to have the renovations completed.
- 16 Additional roof drains at the FOC are included in the FY24 operating budget. Due to budgetary constraints, we are evaluating whether to complete in this fiscal year or budget in future fiscal year.

- 17 An Electrical Helper position was added for FY24. We are currently coordinating for this person to begin classes this fall.
- 18 Canal Bank Stabilization, PW1806; This project is funded with ARPA Fund 105. This project is currently out to bid. ITB: 3/13/2024; Pre-Bid: 4/17/2024; Bid Opening: 5/7/2024; Award: 5/17/2024; NTP: June 2024; Final Completion: 12/31/2026.
- 19 Two (2) fertilizer spreaders and asphalt roller are included in the FY24 operating budget. Due to budgetary constraints, we are evaluating whether to purchase in this fiscal year or budget in future fiscal year.
- 20 Coordinate with Mechanical Engineer to prepare bid package for the replacement of air condition units at DBF. (A/C Replace & Repairs, PW23AC)
- 21 Bus Shelter Enhancement, PW2202; DPW is preparing a bid package for the replacement of the bus benches on Royal Palm Beach Boulevard south of Okeechobee Boulevard. The benches will be replaced with the two-seat covered shelter. We are completing the permit with PBC for the installation of the two (2) shelters on Okeechobee Boulevard.
- 22 Street Restriping, PW24SR; DPW is evaluating the striping needs for this fiscal year.
- 23 Street Sign R&R, PW24SS; DPW is quoting for the purchase of all signs in Zone 2. We are also evaluating the cost of a retroreflectivity meter and may propose to push out the sign replacement for one (1) year depending on the meter cost.
- 24 Fountain Replacement, PW2208; DPW is evaluating fountain replacement needs for the current FY24.
- 25 Canal Bank Maintenance, PW2205; This project is in the ARPA Fund 105. We are prioritizing the Canal Bank Stabilization Project PW1806 and the LaMancha Subdivision Underdrain Project PW2204 as these two (2) projects may use all of the remaining ARPA funds. If the canal bank maintenance project needs to be refunded in another fund we will make the change for the FY25 budget.
- 26 Bus Shelter R&R, PW24BS; Ongoing project.



**INITIATIVES 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

**DEPARTMENT: Public Works**

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Please list issues or projects that you would like for the village to address this 2024 – 2025.

- 1 Coordinate with GIS on the review of No Wake Zones in the Village.
- 2 Coordinate with Engineering on the design and construction of the new roof on the Katz Field building; PR2405.
- 3 Evaluate harvester equipment needs for purchase in FY25.
- 4 Make current primary employee that is operating street sweeper a split with stormwater for the FY25 budget.
- 5 Prepare a budget for the replacement of the street lights on Lamstein Lane, Sweet Bay Lane, Bob Marcello Park, Katz Field, and FOC parking lot. Budget would be included in the 5-year plan. The lights in these areas were replaced with LED fixtures in FY12 and will need to be replaced in the next 5-7 years.
- 6 Evaluate current open positions in Public Works and update operating plan and DPW organization chart accordingly. Include any changes in the FY25 budget.
- 7 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.
- 8 Identify training needs in the department and include in the FY25 budget.
- 9 DPW is coordinating with Finance, Parks, and Community Development on the auctioning of surplus equipment.

- 10 DPW is preparing a budget for replacement of street light disconnects in the Crestwood Subdivision west of Crestwood Boulevard. The disconnects are original to the subdivision and are on metal poles that are corroding. The disconnects will be relocated to ground boxes and rewired to the street light pole.
- 11 DPW is currently evaluating vehicle replacements for FY25. We will recommend hybrid vehicles when available for replacement.
- 12 DPW is currently evaluating equipment needs for the FY25 budget. (i.e., PD55 post driver, and restore flectivity meter)
- 13 Coordinate with Engineering on the turnover of all Village street lights to FPL, including SR80 & SR7. We will need to also coordinate with FDOT on SR80 & SR7 street lights.
- 14 DPW is preparing a budget for the repair & replacement of the boat dock for FY25.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2024

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

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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. The future impact of the Tuttle Development Project may cause the need for additional staff.

Reduce residential and vehicle burglaries with 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 2024 - 2025**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2024**

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

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

- The update of all body-worn cameras for all deputies assigned to District 9.
- Utilizing the unmarked fleet vehicles for surveillance vehicles.
- Reduce the amount of traffic crashes within the Village by conducting extra traffic enforcement and traffic initiatives aimed at educating the public
- Continue to find ways to partner with Village for betterment of the community.
- Crime Reduction through expanded use of Directed Patrol Plans and Community Education.
- Continued access and processing of Fingerprinting services at the District 9 Substation.
- Continued success of the ARU Specialist as the first-contact at the District 9 Lobby.
- Continue educational and technical training for staff by utilizing Village's training fund.
- Evaluating the impact of business and residential growth in and around the Village of Royal Palm Beach including new construction projects.
- Replacement of outdated speed measuring equipment.
- Continued participation in the Technical Staff Review (TSR) process incorporating CPTED principals.
- 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 2024 – 2025:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2024**

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

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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.

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.

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.

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.

Reduce the amount of stolen vehicles by deploying a bait vehicle.

Continue participation in the Bike Helmet Initiative for students.

Reduce traffic crashes with special attention to major intersections.

Continue to make available and encourage Neighborhood Watch/Crime Prevention Programs.

Continued evaluation of Patrol staffing levels.

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**

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## **PLAN 2024 – 2029**

**Royal Palm Beach  
Goals 2029**

**FINANCIALLY SOUND GOVERNMENT**

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**RESPONSIVE VILLAGE SERVICES**

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**EXCEPTIONAL PARKS AND LEISURE  
CHOICES FOR ALL**

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**RPB – A UNIQUE COMMUNITY**

# Royal Palm Beach Goals 2029 Worksheet

	IMPORTANCE	
	Personal	Team
1. FINANCIALLY SOUND GOVERNMENT	5	1
2. RESPONSIVE VILLAGE SERVICES	10	2
3. EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL	16	3
4. RPB – A UNIQUE COMMUNITY	19	4
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## GOAL 1 FINANCIALLY SOUND GOVERNMENT

### »» Objectives

**Objective 1** Have no Village ad valorem tax rate increase

**Objective 2** Maintain and update a financially sustainable model for expenditures/revenues to make fiscal responsible decisions

**Objective 3** Provide Village services in the most cost-effective, efficient manner responsive to the community

**Objective 4** Maintain and invest reserves consistent with Village financial policies with maximum security

**Objective 5** Attract, hire, retain and train a quality workforce dedicated to serving the Royal Palm Beach community

**Objective 6** Provide sufficient resources to support defined services and service levels

**Objective 7**

**Objective 8**

**Objective 9**

**Objective 10**

<b>GOAL 1 FINANCILLY SOUND GOVERNMENT</b>
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<b>»» Means to Residents</b>
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- |   |
|---|
| 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                                       |
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| 10.   |

## GOAL 1 FINANCIALLY SOUND GOVERNMENT

<b>» Challenges and Opportunities</b>		<b>PRIORITY</b>
S	1. Prioritizing and funding future capital projects – continuing to invest in Village infrastructure, parks and facilities	5
S	2. Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials, contractors, labor rate	4
S	3. Significant number of retirements coming up over the next year and five years	4
S	4. Finding quality and qualified candidates for Village employment	4
S	5. Maintaining fiscal responsibility	4
S	6. State of Florida legislation impacting Village revenues and services, impact fees, sovereign immunity, home rule, etc.	3
S	7. Defining and prioritizing the Village services and service levels that are responsive to the community	3
S	8. Continuing to expand residents’ understanding of Village’s plans, projects, services, finances, programs and activities	3
S	9. Having a skilled, technologically savvy Village workforce	3
S	10. Increasing cost of living for Village employees and the costs of living in South Florida	3

**GOAL 1 FINANCIALLY SOUND GOVERNMENT**

»» Challenges and Opportunities		PRIORITY
L	11. Cyber security and the protection of Village information	1
L	12. Loss of funding and finding replacement for American Rescue Plan Act dollars (2026) and 1 cent sales tax (2025)	1
L	13. Maintaining the focus on the Village’s core mission and service responsibilities	1
L	14. Using outsourcing instead of hiring Village employees	1
L	15. Maintaining and not depleting Village resources (\$63 million)	1
	16. Tapping the potential of Artificial Intelligence (AI)	0
	17. More Village employees early retirement options	0
	18. Extremely competitive labor market	0
	19. Cities “stealing” employees from each other	0
	20. Uncertain and fluctuating investment market	0

**GOAL 1 FINANCIALLY SOUND GOVERNMENT**

»» Actions 2024 – 2025			PRIORITY
<b>P</b>	1. Balanced Budget FY24 without Tax Increase	Policy Top M/VC Mgmt	5
<b>P</b>	2. Village Capital Planning – Revenue Projections and Plan (5-Year)	Policy Top M/VC Mgmt	5
<b>P</b>	3. Village Competitive Compensation and Preferred Employer, COLA and Benefits: Direction and Funding	Policy M/VC Mgmt	5
<b>P</b>	4. Community Non-Profit Organization Use of Village Facilities: Report with Current Practices and Policy Direction	M/VC	4
<b>M</b>	5. Purchasing Ordinance: Review and Adoption	Mgmt	MGMT
<b>M</b>	6. Naviline Enterprise Resource Planning (ERP) System Replacement: Funding	Mgmt	MGMT
	7. Village Services and Staffing: Funding Additional Positions	Mgmt	1
	8. NLC Membership: Discussion and Direction	M/VC	0

**GOAL 1 FINANCIALLY SOUND GOVERNMENT**

»» Actions 2024 – 2025		PRIORITY
9. Contract for Services: Opportunities Identification, Report with Options and Direction	M/VC	0
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**GOAL 1 FINANCIALLY SOUND GOVERNMENT**

<b>»» Management in Progress 2024 – 2025</b>		<b>DATE</b>
1.	Federal American Rescue Dollars: Reporting MIP	
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**GOAL 1 FINANCIALLY SOUND GOVERNMENT**

<b>» Major Projects 2024 – 2025</b>		<b>DATE</b>
1. Farber Building Renovations: Direction and Funding	Mgmt Top M/VC	
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<b>GOAL 1 FINANCIALLY SOUND GOVERNMENT</b>
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<b>»» On the Horizon 2025 – 2029</b>
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## GOAL 2 RESPONSIVE VILLAGE SERVICES

### »» Objectives

#### Objective 1

Listen to and understanding the service needs of residents and families in context of Village service responsibilities and capacity

#### Objective 2

Enhance residents' positive engagement with Village government

#### Objective 3

Maintaining top-quality and qualified Village workforce with appropriate and competitive compensation

#### Objective 4

Maintain and upgrade Village facilities, buildings and equipment at a high level

#### Objective 5

Invest in the maintenance and upgrade of Village infrastructure

#### Objective 6

Invest in technology to enhance service delivery and to reduce the cost-of-service delivery

#### Objective 7

#### Objective 8

#### Objective 9

#### Objective 10

## **GOAL 2 RESPONSIVE VILLAGE SERVICES**

### **»» 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
- 6.
- 7.
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- 10.

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. Maintaining a safe environment in public areas and events	5
<b>S</b>	2. Growing village population and increasing demands for Village services	4
<b>S</b>	3. Continuing and enhancing the effective methods for communicating with the community	4
<b>S</b>	4. Upcoming retirement and need for succession planning and talent development	3
<b>S</b>	5. Increasing State of Florida mandates and regulations impacting Village finances and service delivery	3
<b>S</b>	6. Increasing frequency and severity of cyber-attacks and security breaches	3
<b>S</b>	7. Continuing to enhance the customer’s experience	3
<b>S</b>	8. Excessive use and maintaining Village parks and facilities	3
<b>L</b>	9. Maintaining a highly skilled, customer-oriented workforce dedicated to serving the Royal Palm Beach community	2
<b>L</b>	10. Labor pool shortages and potential need for outsourcing	2

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>L</b>	11. Paying for and funding the desired service levels	2
<b>L</b>	12. Maintaining residents’ confidence and trust in Village government	2
<b>L</b>	13. Maintaining the current Village organization culture when hiring new managers and employees	2
<b>L</b>	14. Involving the community to obtain input and feedback for policy development, planning and decision making	1
<b>L</b>	15. Maintaining and expanding a tech-savvy Village workforce	1
<b>L</b>	16. Managing and responding residents’ expectations of Village government	1
<b>L</b>	17. Keeping current with evolving public records law and expanding exemptions	1
<b>L</b>	18. Actions by the State of Florida impacting Village services and service delivery	1
<b>L</b>	19. Measuring the effectiveness of Village services	1
	20. Losing sight and focus on the Village’s mission and core service responsibilities	0

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Challenges and Opportunities</b>	<b>PRIORITY</b>
21. Minimizing the negative impacts of social media including disinformation	0
22. Difficulty in hiring part-time Village staff and Village staff for weekends and off-hours	0
23. Monitoring/filling Board/Commission Seats with resident volunteers	0
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## GOAL 2 RESPONSIVE VILLAGE SERVICES

»» Actions 2024 – 2025			PRIORITY
<b>P</b>	1. Talent Development Programs, including Internship and Leadership Development Programs: Funding	Policy High Mgmt	5
<b>P</b>	2. Code Enforcement Customer Service Enhancements: Performance Review, Report with Findings and Options, Direction and Village Actions	M/VC	4
<b>P</b>	3. Public Information Enhancements: Next Steps and Plan for 2024-2025	M/VC	4
<b>M</b>	4. Municipal Code Revisions: Completion a. ROW Permitting b. Fire Lanes	Mgmt High	MGMT
<b>M</b>	5. Management and Employee Succession: Implementation, Funding and Update Reports	Policy High M/VC	MGMT
	6.		
	7.		
	8.		

**GOAL 2 RESPONSIVE VILLAGE SERVICES**

»» Management in Progress 2024 – 2025		DATE
1. Laserfiche Connect: Engineering	2023 Engr	
2. State Legislative Agenda and Advocacy: Direction and Village Actions	2023 Village Manager	
3. Software: Direction and Funding a. Code Enforcement Courtesy Notification b. Building Permits	2023 Info Services	
4. Purchasing Integration to Laserfiche	2023 Finance	
5. ProjectDox Community Outreach: Development	2023	
6. Project Maps and Various Zoning Maps: Update	2023 P & Z	6/24
7. New Resident/Business Packet: Update	2023 Clerk	6/24
8. “Real Time” Mapping of Current Open Permits	2023	
9. HRIS System: Implementation	2023 Human Resources	12/24
10. Development Application Manual Update	2023 P&Z	10/24



**GOAL 2 RESPONSIVE VILLAGE SERVICES**

<b>»» Management in Progress 2024 – 2025</b>			<b>DATE</b>
11.	Electric/Alternative Village Vehicles Preparation: Evaluation Report	2023	
12.	Digital Material Cache of Village Programs: Development	2023	
13.	Village Website: Enhancements	2023 Clerk	Ongoing
14.	Royal Palm Beach Passport Type Material: Development	2023 Clerk	2/25
15.	Parks Web Maps: Redesign	2023 P&R	
16.	New Engineering and ROW Permits for Mapping and Entry: Streamlining	2023 Engr	
17.	Standard Operating Procedures for HR Tasks: Creation	2023 Human Resources	
18.	NPDES Annual Report	2023	
19.	Public Works Organization Chart	2023 Public Works	
20.	Two (2) Fertilizer Spreaders (Budget FY 25)	2023 Public Works	

**GOAL 2 RESPONSIVE VILLAGE SERVICES**

»» Management in Progress 2024 – 2025			DATE
21. Harvester Services Contract: Renewal	2023 Public Works		
22. Village Code of Ordinance Revisions through CivicPlus (Municode)	Clerk		Ongoing
23. Election Materials (i.e., Candidate Information Handbook, Municipal Election Schedule, etc.): Update	Clerk		9/24
24. Standard Operating Procedures for the Web and Media Content: Update	Clerk		6/24
25. Policy and Procedures for Public Records Request to Conform with Legislative Changes: Update	Clerk		10/24
26. Community Connection – Hurricane Guide: Development	Clerk		6/24
27. Customers and E-Permitting Process Education: Development	Comm Dev		3/25
28. Virtual Inspection Products and Applications: Evaluation and Direction	Comm Dev		8/24
29. Artificial Intelligence Functions (and How They May Potentially Be Applied within Community Development Service Delivery): Evaluation and Actions	Comm Dev		3/25
30. Internship Hiring Options within Plumbing/Mechanical/Electrical/Building Positions: Direction	Comm Dev		2/25

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Management in Progress 2024 – 2025</b>			DATE
31. Project Management Software (PRJ#- EN-TBD8 / Fund-303): Evaluation and Implementation	Engr		
32. Community Summit 2024: Direction	2023		5/24
33. Workforce Tracking for Public Works Using ESRI GIS Tools for Work Order Assignments, Implementation	Engr		
34. Real-Time Mapping of Current Open Permits for All Types of Development, ROW and Engineering Projects (PRJ#-GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)	Engr		
35. New Engineering and ROW Permits for Mapping and Entry into Various Survey123 Applications (Engineering Inspections and NPDES Inspections) (PRJ#- GIS-01 / Fund-N/A) (PRJ#- GIS25-03 / Fund-N/A)	Engr		
36. Financial Policies and Procedures to Ensure Regulatory Compliance: Completion	Finance		
37. Standard Operating Procedures for All Finance Tasks: Creation and Update	Finance		
38. Customized Departmental Budget Dashboards in OpenGov: Creation	Finance		
39. Palm Beach County Water Utilities Franchise Fees: Audit and Report	Finance		
40. Popular Annual Financial Report (PAFR): Preparation	Finance		

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Management in Progress 2024 – 2025</b>		DATE
41. New Time Keeping: Implementation	Human Resources	9/24
42. Standard Operating Procedures Specific to HR and Risk: Development	Human Resources	Ongoing
43. Insurance Bid: Preparation, Bid and Direction	Human Resources	9/24
44. Job Descriptions: Edit and Rewrite	Human Resources	Ongoing
45. Worker’s Comp and Liability Suits: Resolution	Human Resources	Ongoing
46. HR Functions and AI: Research and Direction	Human Resources	3/25
47. Professional White Board Videos for Onboarding: Research and Funding (Budget FY 25)	Human Resources	4/25
48. HRIS System Standardized Job Postings with Unique Qualification Questions: Creation	Human Resources	6/25
49. Village Training Program Enhancements: Tracking and Library Development	Human Resources	2025
50. Cloud-Based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing Software Solutions: Deployment	Info Services	

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Management in Progress 2024 – 2025</b>			<b>DATE</b>
51. Cypress Hall Audio-Video Systems: Deployment	Info Services		
52. Migration of Virtual and Physical Servers from DBF to Village Hall Cluster: Completion	Info Services		
53. Microsoft Hyper-V Server Replication to DBF Hyper-V Cluster	Info Services		
54. Testing Windows Hello Login	Info Services		
55. GoLive with Cloud-Based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing Software Solutions	Info Services		
56. 10GB Network to Remote Facilities, Primarily Rec Center, Commons, and Cultural Center	Info Services		
57. Aruba Wi-Fi at All Facilities, Replacing Older Ubiquiti System: Deployment	Info Services		
58. Network Segregation Topology: Deployment	Info Services		
59. Further Use of AI Technologies: Investigation and Report	Info Services		
60. Planning and Zoning Department’s Website: Update	P&Z	11/24	

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Management in Progress 2024 – 2025</b>			<b>DATE</b>
61. Development Review Procedures for Applicants: Update	P&Z		2/25
62. Permitting of Community Residential Homes (According to the Requirements of Florida State Statute 419.001)	P&Z		Ongoing
63. Development Approval Layer in GIS: Creation	P&Z		4/25
64. Development Application Manuals for each of the Development Applications for ProjectDox: Completion	P&Z		3/25
65. Community Residential Homes GIS Layer: Creation	P&Z		8/24
66. Frequently Asked Questions List for the Website: Creation	P&Z		11/24
67. Vehicle Replacements: Evaluation and Funding (Budget FY 25)	Public Works		
68. Outdated Speed Measuring Equipment Replacement (Budget FY 25)	PBSO		3/25
69.			
70.			

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>» Major Projects 2024 – 2025</b>		<b>DATE</b>
1. Village Hall Sculpture: Installation	2023	
2. Bus Stop: Installation (2)	2023 Public Works	
3. LaMancha Underdrain Design (PW2204): Funding	2023 Public Works	
4. Bridge Slope Stabilization (PW 1709/PW1806) Round 2 a. Award b. Construction	2023 Public Works	6/24 12/24
5. Water Treatment Plant (PW1802/PW1902): Bid	2023 Public Works	
6. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL	2023 Public Works	
7. Drainage System Improvements (PW 1903): Construction	2023 Public Works	
8. Annual Backflow Preventer Replacement (PW24BF)	2023 Public Works	
9. Storm Drain Outfall Replacement (ARPA – PW22SD)	2023 Public Works	
10. Sidewalk Trip Hazards Elimination	2023 Public Works	

## GOAL 2 RESPONSIVE VILLAGE SERVICES

<b>»» Major Projects 2024 – 2025</b>		<b>DATE</b>
11. Canal Back Maintenance (PW2205): Funding	2023 Public Works	
12. Camellia Park Drainage Improvements Bid (PR1822): Funding	2023 Public Works	
13. Annual Repairs/Replacements Bus Shelters (PW22BS)	2023 Public Works	
14. Lamstein Lane Street Lights (Budget FY 27)	2023 Public Works	
15. Earth Day Lake Bank Stabilization Project (PRJ#- EN2301 / Fund-105)	Engr	
16. David Farber Building Renovation (PRJ#- EN2401 / Fund- 303): Design and Construction	Engr	
17. Cypress Hall (PRJ#- EN2202 / Fund-105): Construction	Engr	
18. ADA Improvements phase II Grant Notice to Proceed (PRJ#- EN2302 / Fund-303): Construction	Engr	
19. Asphalt Walkways on the Village Hall Campus with Concrete Sidewalks (PRJ#- EN25XX / Fund-TBD) Replacement: Completion	Engr	
20. Aquatic Vegetation Maintenance	Public Works	



**GOAL 2 RESPONSIVE VILLAGE SERVICES**

»» Major Projects 2024 – 2025		DATE
21. Debris Removal Contractor	Public Works	
22. Pressure Cleaning Contractor	Public Works	
23. Storm Drain Outfall Replacement (PW23SD)	Public Works	
24. WTP Site Modification (PW1902)	Public Works	
25. Drainage System Improvements (PW1903)	Public Works	
26. Guard Rail Replacement (PW2104)	Public Works	
27. PBSO Bathroom Renovations (PW2404)	Public Works	
28. Canal Bank Stabilization (PW1806)	Public Works	
29. Street Restriping (PW24SR)	Public Works	
30. Street Sign R&R (PW24SS)	Public Works	

**GOAL 2 RESPONSIVE VILLAGE SERVICES**

»» Major Projects 2024 – 2025		DATE
31. Fountain Replacement (PW2208)	Public Works	
32. Canal Bank Maintenance (PW2205)	Public Works	
33. New Roof on the Katz Field Building (PR2405): Design and Construction	Public Works	
34. Boat Dock Repair and Replacement: Direction and Funding (Budget 2025)	Public Works	
35. Farber Building Renovations: Completion	2023	4/25
36. Village Hall Art: Completion	M/VC	
37. Cameras in Parks: Installation	Policy	
38.		
39.		
40.		

## GOAL 2 RESPONSIVE VILLAGE SERVICES

### »» On the Horizon 2025 – 2029

- |   |     |
|---|-----|
| 1. Transportation Fee: Concept Development and Village Participation [Linking to 1 Cent Sales Tax for 561 Plan] | OTH |
| 2. Park Bathrooms Upgrade: Review, Direction and Funding  | OTH |
| 3.  |     |
| 4.  |     |
| 5.  |     |
| 6.  |     |
| 7.  |     |
| 8.  |     |
| 9.  |     |
| 10.   |     |

## GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

### »» Objectives

**Objective 1** Maintain existing parks at a high service level

**Objective 2** Develop and enhance recreation programs and services for all ages

**Objective 3** Maintain and enhance venues at RPB Commons Park

**Objective 4** Develop additional park venues

**Objective 5** Enhance quality of community events

**Objective 6** Develop bike/pedestrian access points to RPB Commons Park through easements between houses

**Objective 7** Expand teen and senior programming and activities responsive to the needs of our residents

**Objective 8**

**Objective 9**

**Objective 10**

**GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES  
FOR ALL**

**»» 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
- 6.
- 7.
- 8.
- 9.
- 10.

## GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

<b>»» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. Maintaining safe parks, facilities and events	5
<b>S</b>	2. Aging facilities needing repairs and upgrades, replacements	5
<b>S</b>	3. Securing and retaining quality Village staff	4
<b>S</b>	4. Wide variety of offerings for seniors	4
<b>S</b>	5. Keeping events fresh and inviting for our residents	4
<b>S</b>	6. Excessive use of athletic facilities and maintenance	3
<b>S</b>	7. Obtaining sponsorships for programs and events	3
<b>L</b>	8. Finding ways to reach and attract teenagers through recreational programming	2
<b>L</b>	9. High costs of the Seafood Festival with no gate and the Village paying \$25,000 for entertainment	2
<b>L</b>	10. Difficulty in hiring part-time staff and finding volunteers	1

## GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

<b>»» Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>L</b> 11. Desire for competitive sports over recreational leagues	1	
<b>L</b> 12. Connector to RPB Commons Park	1	
<b>L</b> 13. Changing recreational and leisure patterns	1	
<b>L</b> 14. Defining Village’s role in arts and culture	1	
<b>L</b> 15. New Village facilities providing more opportunities for residents	1	
16. Limited capacity to add new events	0	
17. Managing residents’ expectation about the new Recreation Center	0	
18.		
19.		
20.		

## GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

»» Actions 2024 – 2025			PRIORITY
<b>P</b>	1. Aging Park Renewal and Replacement: Plan Development and Funding	Mgmt	5
<b>P</b>	2. Camellia Park Renovation (PR2402): Direction, Funding and Design	Policy	4
<b>P</b>	3. Senior Needs: Assessment Update, Report with Findings and Recommendations, Direction and Village Actions	M/VC	4
<b>P</b>	4. Turf Fields [2]: Feasibility Report, Direction and Funding	Policy	3
<b>M</b>	5. Sidewalk Cleaning by Recreation Center: Problem, Direction and Actions	M/VC	MGMT
	6. Art in Public Spaces Policy: Review Report and Funding Formula, Direction and Next Steps	Policy High M/VC Mgmt	1
	7. Zip-line Course at RPB Commons Park: Report with Options, Village Role, Direction and Funding Mechanism	M/VC	<b>1</b>
	8. Art Recreation Programming Expansion: Next Step	M/VC	1



**GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES  
FOR ALL**

»» Actions 2024 – 2025		PRIORITY
9.	Major Festival Addition: Report with Options, Village Role, Report with Options, Direction, Village Actions and Funding	M/VC 1
10.		
11.		
12.		
13.		
14.		
15.		
16.		

**GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL**

»» Management in Progress 2024 – 2025			DATE
1. Shakespeare under the Palms in RPB Commons Park 2024	2023 P&R		
2. Crestwood North Park Development: Funding, Bid and Construction	2023		
3. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting	2023		
4. Mayor’s Benefit Golf Tournament	2023		
5. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park	2023		
6. Semi-Annual Parks Recreation Program Guide Renewal: Implementation	2023 P&R		
7. Art in Public Places Ordinance: Revision and Adoption	P&R		
8. Program to Display Local Artist Art Work: Creation	P&Z	9/24	
9.			
10.			

## GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL

<b>»» Major Projects 2024 – 2025</b>		<b>DATE</b>
1. Homeplace Park Pickle Ball Courts (2): Design	2023	7/25
2. Main Entry Canopy: Direction and Funding	2023	
3. Park Road North Parking and Pathway (EN 2201)	2023	
4. Southern Boulevard Park:-Design and Construction – Grant Funding	2023	
5. Crestwood Boulevard and Recreation Center Connector	2023	
6. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation	2023	
7. Lot 179 Grouse Lane Entrance to Amphitheater: Construction	OTH	
8. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building	OTH	
9. Car Portico at Cultural Center	OTH	
10. Crestwood North Park (PRJ#- PR2102 / Fund-301): Construction	Engr	

**GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL**

<b>»» Major Projects 2024 – 2025</b>			<b>DATE</b>
11. Bike Path Trailhead and Signage Plan Grant Notice to Proceed (PRJ#- EN2102 / Fund-303): Construction	Engr		
12. Splash Pad Re-Construction at Veterans Park (PRJ#- PR2307 / Fund-302)	Engr		
13. Cultural Center Entry Enhancement: Design and Construction (PRJ#- PR2401 / Fund-303)	Engr		
14. Additional Surveillance Video Cameras at RPB Commons Park: Deployment	Info Services		
15. Homeplace Park Pickle Ball Courts (2): Direction and Funding	Policy High		
16. Comprehensive All Access Playscape: Report with Options and Direction	Policy High M/VC Mgmt		
17. Veterans’ Park Splash Pad Replacement: Completion	Policy		
18. Main Entry Canopy: Completion	Mgmt High		
19. Cypress Hall: Construction and Opening	M/VC Mgmt		
20. Recreation Center Remodel/Expansion: Final Design, Construction and Opening	Policy Top M/CC Mgmt		

**GOAL 3 EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL**

**»» On the Horizon 2025 – 2029**

- |  |     |
|--|-----|
| 1. Canopy for Restaurant in Veterans’ Park: Funding  | OTH |
| 2. Commons Park: Install Canvas Entry Covers over the Walkway of the Sporting Center   | OTH |
| 3. Southern Blvd. Park (PR1901) – Design and Construction of a 10-15 Acre Park   | OTH |
| 4. RPB Commons North Village Hall Access Pedestrian/Bike Bridge and Off-Street Bike/Pedestrian Pathway: Direction and Funding              | OTH |
| 5. RPB Commons West Central Recreation Center Access: Pedestrian/Bike Bridge and Off-Street Bike/Pedestrian Pathway; Direction and Funding | OTH |
| 6. Ferrin Park Drainage on Field #3 Correction: Priority and Funding   | OTH |
| 7. RPB Commons Island Renovation   | OTH |
| 8. RPB Commons Park Golf Training Facility Upgrades:<br>a. Perimeter Fencing<br>b. Golf Pro Shop   | OTH |
| 9. Cultural Center Stage Curtains to Match Décor Replacement: Priority and Funding   | OTH |

10.

## GOAL 4 RPB – A UNIQUE COMMUNITY

### »» Objectives

**Objective 1** Redevelop the State Road 7 Corridor consistent with the Village vision

**Objective 2** Have a successful Tuttle Royale development as a mixed-use social center

**Objective 3** Maintain a beautiful community

**Objective 4** Maintain a safe community

**Objective 5** Improve mobility for Village residents within Royal Palm Beach and to the region

**Objective 6** Expand arts and culture facilities and opportunities

**Objective 7**

**Objective 8**

**Objective 9**

**Objective 10**

<b>GOAL 4 RPB – A UNIQUE COMMUNITY</b>
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<b>»» Means to Residents</b>
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- |   |
|---|
| 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 4 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, Arden, GL Homes, Avenir	4
<b>S</b>	2. Maintaining the character of Royal Palm Beach – the reasons that residents make the choice to live here	4
<b>S</b>	3. State of Florida actions impacting Village, including mobility fee	4
<b>S</b>	4. Developing a transit hub in Royal Palm Beach	4
<b>S</b>	5. Lack of a common regional vision for transportation, transit and mobility	3
<b>S</b>	6. Traffic congestion and limiting road capacity	3
<b>S</b>	7. Addressing problems associated with homeless population and with few tools for Village government	3
<b>S</b>	8. Maintaining a low crime rate	3
<b>L</b>	9. Defining and following through on common visions for State Road 7 corridor, mobility	2
<b>L</b>	10. High cost of housing the impacts on community demographics	2



**GOAL 4 RPB – A UNIQUE COMMUNITY**

»» Challenges and Opportunities		PRIORITY
L	11. Business attraction and investment in Royal Palm Beach	2
L	12. Developing a family-friendly social destination at Tuttle Royale as part of a mixed-use development	2
L	13. Developing micro-mobility options	1
L	14. Increasing traffic within the Village	1
L	15. Inflation and uncertain economy	1
L	16. Developing underutilized properties	1
L	17. Expanding public art programs and funding	1
L	18. Maintaining Royal Palm Beach unique assets and keeping them exciting and fresh	1
	19. Residents taking responsibility to lock vehicles and to remove valuable items	0
	20. Aging commercial centers needing rejuvenation or upgrade	0

**GOAL 4 RPB – A UNIQUE COMMUNITY**

»» Challenges and Opportunities		PRIORITY
21. World turbulence and the 2024 election		0
22.		
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30.		

## GOAL 4 RPB – A UNIQUE COMMUNITY

»» Actions 2024 – 2025			PRIORITY
<b>P</b>	1. Tuttle Royale Development: Stay Strong with Approved Concept	Policy Top M/VC Mgmt	5
<b>P</b>	2. State Road 7 Corridor Redevelopment Policy and Land Use: Direction	Policy High Mgmt	4
<b>P</b>	3. Multi-Modal Transportation Center in RPB: Concept, Location, Direction and Village Actions	M/VC	4
<b>P</b>	4. Road Resurfacing Plan and Revenue Source: Direction and Funding	Mgmt	3
<b>P</b>	5. Western Communities Forum Revitalization: Direction and Village Actions	M/VC	3
<b>P</b>	6. Municipal Parking Ordinance: Review and Adoption (Completion: 2/25)	Mgmt Comm Dev	3
<b>P</b>	7. Safe Community Action Plan: PBSO Needs, Direction and Funding	M/VC	3
<b>M</b>	8. Evaluation and Appraisal Report (EAR)/ Water Supply Plan: Completion	Mgmt Top	MGMT

## GOAL 4 RPB – A UNIQUE COMMUNITY

»» Actions 2024 – 2025			PRIORITY
M	9. ADA Access: Update Report and Implementation	Mgmt Top	MGMT
M	10. Okeechobee Boulevard Main Entrance Sign Improvements: Design, Direction and Funding	Mgmt	MGMT
M	11. Cypress Key Commercial Development: Next Steps	M/VC	MGMT
M	12. Homeless Policy, Strategy and Action Plan: State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions	M/VC	MGMT
M	13. Landscape Code Refinement: Buffers a. Multi-Family Districts b. MXD Zoning District	Mgmt Top Mgmt	MGMT
M	14. Tree Preservation Ordinance: Account Creation and Direction	M/VC	MGMT
M	15. BB Guns Regulations: Direction	M/VC	MGMT
M	16. Pilot Voucher Program: Initiation and Evaluation Report	M/VC	MGMT

**GOAL 4 RPB – A UNIQUE COMMUNITY**

»» Actions 2024 – 2025			PRIORITY
M	17. Consent Requirements for Planned Developments: Review and Direction	Mgmt	MGMT
M	18. Effectiveness of the Village’s Stormwater Management Program: Evaluation and Direction	Mgmt	MGMT
	19. TPA 561 Study: Report Review and Direction	Mgmt	2
	20. Older Commercial Centers Revitalization/Redevelopment: Update Report, Direction and Village Actions	M/VC	2
	21. Drainage System Renewal and Replacement: Plan Development and Funding	Mgmt	2
	22. Vision Zero: Concept, Direction, Grant Opportunities and Village Actions	M/VC	2
	23. Micro-Mobility Study: Goals, Best Practices, Report and Direction	Policy Mgmt	1
	24. Okeechobee/State Road 7 Development Plan	OTH M/VC Mgmt	1

## GOAL 4 RPB – A UNIQUE COMMUNITY

<b>»» Actions 2024 – 2025</b>			<b>PRIORITY</b>
25. Village Variance Policy: Review Actions and Direction	M/VC		1
26. Public Arts Action Plan (1-5 Years): Desired Outcomes, Direction and Plan Development with Annual Action Steps	M/VC		1
27. Electric Vehicles and Charging Stations: Outcomes, Report with Options, Village Role, Direction and Village Actions	M/VC		1
28. Agricultural Land Preservation: Outcomes, Best Practices, Report with Options, Village Role, Direction and Village Actions	M/VC		1
29. “Read for the Record” Participation: Direction and Village Actions	M/VC		1
30. East-West Traffic Capacity: Advocacy with Palm Beach County	Mgmt		0
31.			
32.			

## GOAL 4 RPB – A UNIQUE COMMUNITY

<b>»» Management in Progress 2024 – 2025</b>		<b>DATE</b>
1. Community Education: “Lock Your Vehicle”	2023 PBSO	Ongoing
2. Sector Patrol Boundaries Analysis (Linked to Tuttle Royale Development)	2023 PBSO	Ongoing
3. Crime Reduction through Directed Patrol Plans	2023 PBSO	Ongoing
4. Neighborhood Watch/Crime Reduction Program: Expansion	2023 PBSO	Ongoing
5. ALDI Park PID Remaining Parcels	2023 P&Z	
6. Community Residential Homes Administration Mapping	2023 P&Z	8/24
7. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction Grant Notification	OTH	
8. Rear Easement on RS-2 Properties Located along Hibiscus Drive Adjacent to the M-1 Canal and Propose Expanded Use into Extensive Existing Maintenance Easements	Comm Dev	10/24
9. Manufacturing and Limited Processing Parking Requirements: Evaluation and Direction	P&Z	3/25
10. Village-Owned Utility Boxes Wrapping: Completion	P&Z	12/24

**GOAL 4 RPB – A UNIQUE COMMUNITY**

»» Management in Progress 2024 – 2025			DATE
11.	Consent Requirements for Planned Developments: Review and Direction	P&Z	10/24
12.	Directed Patrol Plans: Expanded Use	PBSO	Ongoing
13.			
14.			
15.			
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**GOAL 4 RPB – A UNIQUE COMMUNITY**

»» Major Projects 2024 – 2025		DATE
1. Annual Vegetation Maintenance	2023 Public Works	
2. Annual Sidewalk Trip Hazards Repair	2023 Public Works	
3. Lake Bank Stabilization Project Award Bid (EN 2301)	2023 Public Works	
4. Bilbao Street to Okeechobee Boulevard Pathway Replacement (2305)	2023 Public Works	
5. Cypress Key Traffic Signal: Installation	OTH Public Works	
6. Bus Stops Installation: Completion	M/VC	
7.		
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10.		

<b>GOAL 4 RPB – A UNIQUE COMMUNITY</b>
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<b>»» On the Horizon 2025 – 2029</b>
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# **SECTION 5**

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## **ACTION AGENDA 2024 – 2025**

# **Village of Royal Palm Beach Goals 2029**

**Financially Sound Government**

**Responsive Village Services**

**Exceptional Parks and Leisure Choices for All**

**RPB – A Unique Community**

## 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 2024– 2025 Targets for Action Village of Royal Palm Beach**

## **TOP PRIORITY**

**Balanced Budget FY24 without Tax Increase**

**Aging Park Renewal and Replacement: Plan Development and Funding**

**Senior Needs:**

**Assessment Update, Report with Findings and Recommendations,  
Direction and Village Actions**

**Tuttle Royale Development:  
Stay Strong with Approved Concept**

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

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

## **HIGH PRIORITY**

**Road Resurfacing Plan and Revenue Source: Direction and Funding**

**Community Non-Profit Organization Use of Village Facilities:  
Report with Current Practices and Policy Direction**

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

**Talent Development Programs: Programs and Funding**

**Western Communities Forum Revitalization: Direction and Village Actions**

**State Road 7 Corridor Redevelopment Policy and Land Use: Direction**

# Royal Palm Beach Policy Agenda 2024 – 2025

		PRIORITY		
		Priority	Top	High
1	1. Balanced Budget FY24 without Tax Increase	TOP	5	-
3	2. Aging Park Renewal and Replacement: Plan Development and Funding	TOP	4	-
3	3. Senior Needs: Assessment Update, Report with Findings and Recommendations, Direction and Village Actions	TOP	4	-
4	4. Tuttle Royale Development: Stay Strong with Approved Concept	TOP	4	=
1	5. Village Capital Planning – Revenue Projections and Plan (5-Year)	TOP	3	-
1	6. Village Competitive Compensation and Preferred Employer, COLA and Benefits: Direction and Funding	TOP	3	-
4	7. Road Resurfacing Plan and Revenue Source: Direction and Funding	HIGH	2	4
1	8. Community Non-Profit Organization Use of Village Facilities: Report with Current Practices and Policy Direction	HIGH	1	4

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

# Royal Palm Beach Policy Agenda 2024 – 2025

		PRIORITY		
		Priority	Top	High
3	9. Turf Fields [2]: Feasibility Report, Direction and Funding	HIGH	1	4
2	10. Talent Development Programs, including Internship and Leadership Development Programs: Funding	HIGH	0	4
4	11. Western Communities Forum Revitalization: Direction and Village Actions	HIGH	2	3
4	12. State Road 7 Corridor Redevelopment Policy and Land Use: Direction	HIGH	0	3
4	13. Safe Community Action Plan: PBSO Needs, Direction and Funding		2	2
3	14. Camellia Park Renovation (PR2402): Direction, Funding and Design		0	2
1	15. NLC One Year Membership and Evaluation Report		0	2
2	16. Public Information Enhancements: Next Steps and Plan for 2024-2025		0	1



# Royal Palm Beach Policy Agenda 2024 – 2025

		PRIORITY		
		Priority	Top	High
2	17. Code Enforcement Customer Service Enhancements: Performance Review, Report with Findings and Options, Direction and Village Actions		0	1
4	18. Municipal Parking Ordinance: Review and Adoption		0	0
	19.			
	20.			
	21.			
	22.			
	23.			
	24.			

# **Management Agenda 2024 – 2025**

## **Targets for Action**

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

#### **TOP PRIORITY**

**Cypress Key Commercial Development: Next Steps**

**Purchasing Ordinance: Review and Adoption**

**Naviline Enterprise Resource Planning (ERP) System Replacement: Funding**

**Homeless Policy, Strategy and Action Plan:  
State Law Analysis, Report with Options, Village Role,  
Policy Direction and Village Actions**

**Pilot Voucher Program: Initiation and Evaluation Report**

#### **HIGH PRIORITY**

**ADA Access: Update Report and Implementation**

**Tree Preservation Ordinance: Account Creation and Direction**

**Management and Employee Succession:  
Implementation, Funding and Update Reports**

**Okeechobee Boulevard Main Entrance Sign Improvements:  
Design, Direction and Funding**

**Village's Stormwater Management Program:  
Effectiveness Evaluation and Direction**

# Royal Palm Beach Management Agenda 2024 – 2025

		PRIORITY		
		Priority	Top	High
4	1. Cypress Key Commercial Development: Next Steps	TOP	5	-
1	2. Purchasing Ordinance: Review and Adoption	TOP	3	-
1	3. Naviline Enterprise Resource Planning (ERP) System Replacement: Funding	TOP	3	0
4	4. Homeless Policy, Strategy and Action Plan: State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions	TOP	3	-
4	5. Pilot Voucher Program: Initiation and Evaluation Report	TOP	3	-
4	6. ADA Access: Update Report and Implementation	HIGH	2	5
4	7. Tree Preservation Ordinance: Account Creation and Direction	HIGH	2	4
2	8. Management and Employee Succession: Implementation, Funding and Update Reports	HIGH	1	4

# Royal Palm Beach Management Agenda 2024 – 2025

		PRIORITY		
		Priority	Top	High
4	9 Okeechobee Boulevard Main Entrance Sign Improvements: Design, Direction and Funding	HIGH	1	4
4	10. Village’s Stormwater Management Program: Effectiveness Evaluation and Direction	HIGH	1	4
4	11. Evaluation and Appraisal Report (EAR) – Water Supply Plan: Completion		1	1
4	12. BB Guns Regulations: Direction		1	1
3	13. Sidewalk Cleaning by Recreation Center: Problem, Direction and Actions		0	1
4	14. Land Refinement: Buffers a. Multi-Family Districts b. MXD Zoning District		0	1
2	15 Municipal Code Revisions: Completion a. ROW Permitting b. Fire Lanes		0	0
	16.			

**Royal Palm Beach  
Action Outlines 2024 – 2025**

<b>GOAL 1</b>	<b>FINANCIALLY SOUND GOVERNMENT</b>
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**ACTION: Balanced Budget FY25 without Tax Increase**

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Tax Rate</li> <li>• Services</li> <li>• Employee Compensation</li> <li>• Village Staffing</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare Budget proposals</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 25 Discussion and Direction</b></li> <li>3. <b>DECISION: Budget FY 25</b></li> </ol>	<p>6/24</p> <p>7/24</p> <p>9/24</p>

Responsibility: Finance Director

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

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Costs of Projects</li> <li>• Surtax Reality</li> <li>• ARPA Reality</li> <li>• Funding Sources</li> </ul>	<ol style="list-style-type: none"> <li>1. Update Village Project List</li> <li>2. Prepare Capital Project List by Department</li> <li>3. Prepare draft Village Capital Plan with revenue projections</li> <li>4. Review Capital Plan</li> <li>5. <b>WORKSHOP: Capital Plan FY25 Presentation and Direction</b></li> </ol>	<p>6/24</p> <p>6/24</p> <p>6/24</p> <p>6/24</p> <p>7/24</p>

Responsibility: Village Engineer/Finance



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

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Market – Competitive Position</li> <li>• Balancing between Market and Funding</li> <li>• Goal: 50<sup>th</sup>-60<sup>th</sup> Percentile</li> <li>• Avoid Compression</li> <li>• 3.5% COLA (FY 2025)</li> <li>• Same Benefits (FY 2025)</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete Market Analysis</li> <li>2. Prepare Budget proposal</li> <li>3. <b>BUDGET WORKSHOP: Budget FY 25 Discussion and Direction</b></li> <li>4. <b>DECISION: Budget FY 25</b></li> </ol>	<p>6/24</p> <p>7/24</p> <p>7/24</p> <p>9/24</p>

Responsibility: Human Resources Director

**ACTION: Community Non-Profit Organization Use of Village Facilities: Report with Current Practices and Policy Direction**

<b>PRIORITY</b>
<i>Policy High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Use of Facilities</li> <li>• Support for Community Organizations</li> <li>• Best Practices</li> <li>• Current Practices</li> <li>• No Service Giveaways</li> </ul>	<ol style="list-style-type: none"> <li>1. Survey other communities</li> <li>2. Prepare Report</li> <li>3. <b>REPORT: Presentation and Direction</b></li> </ol>	<p>7/24</p> <p>8/24</p> <p>9/24</p>

Responsibility: Village Attorney

**ACTION: NLC: One Year Membership and Evaluation Report**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Benefit to the Village</li> <li>• Participation on Committees</li> <li>• Conference Attendance</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>DECISION: One Year Membership</b></li> <li>2. Prepare Evaluation Report</li> <li>3. <b>DECISION: Continuing Membership</b></li> </ol>	<p>5/24</p> <p>6/25</p> <p>7/25</p>

Responsibility: Village Manager

**ACTION: Purchasing Ordinance: Review and Adoption**

<b>PRIORITY</b>
<i>Mgmt Top</i>

Key Issues

- Outdated – Need Review
- Exemptions Clarification

Activities/Milestones

1. Complete Policy
2. Finalize Report
3. **DECISION: Ordinance Adoption**

Time

- 12/24
- 12/24
- 1/25-2/25

Responsibility: Finance Director

**ACTION: Naviline Enterprise Resource Planning (ERP) System Replacement: Funding**

<b>PRIORITY</b>
<i>Mgmt Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Scope	1. Prepare budget proposal	6/24
• RFP	2. <b>WORKSHOP: Budget</b>	7/24
• Vendors	<b>FY 25</b>	
• Village Needs	3. <b>DECISION: Budget FY 25</b>	9/24
	<b>Funding</b>	
	4. Issue RFP	1/25
	5. Review response	3/25
	6. Demonstrations	4/25
	7. <b>DECISION: Award Bid</b>	7/25

Responsibility: Information Services Director

**»» Management in Progress 2024 – 2025**

- 1 1. Federal American Rescue Dollars: Reporting
- 1 2. Contract for Services: Opportunities Identification

Finance  
Village  
Manager

TIME
Quarterly
Ongoing

**»» Major Projects 2024 – 2025**

- 1 1. Farber Building Renovations: Construction

Engr

TIME
5/25

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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**ACTION: Talent Development Programs: Programs and Funding**

<b>PRIORITY</b>
<i>Policy High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Upcoming Retirements</li> <li>• Apprentice Program/Positions: Community Development and Public Works</li> <li>• Apprentices</li> <li>• College Reimbursement</li> <li>• Leadership Development</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare budget proposal</li> <li>2. <b>BUDGET WORKSHOP: Budget FY 25</b></li> <li>3. <b>DECISION: Budget FY25 Adoption</b></li> <li>4. Complete research on best practices</li> <li>5. Finalize Apprentice Program</li> </ol>	<p style="text-align: center;">6/24</p> <p style="text-align: center;">7/24</p> <p style="text-align: center;">9/24</p> <p style="text-align: center;">1/25</p> <p style="text-align: center;">5/25</p>

Responsibility: Human Resources Director/Community Development Director/Public Works Director



**ACTION: Public Information Enhancements: Next Steps and Plan for 2024-2025**

<b>PRIORITY</b>
<i>Policy</i>

Key Issues

Activities/Milestones

Time

- |                                   |              |
|-----------------------------------|--------------|
| 1. Complete Hurricane Manual`     | 6/24         |
| 2. Complete Community Connections | 8/24<br>1/25 |
| 3. Complete MAYOR'S VECTOR        | Monthly      |
| 4. Complete Monthly Calendar      | Monthly      |
| 5. Respond to Social Media        | As Needed    |

Responsibility: Village Clerk

**ACTION: Code Enforcement Customer Service Enhancements:  
Performance Review, Report with Findings and  
Options, Direction and Village Actions**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Village Requirements and Codes</li> <li>• Courtesy Notices</li> <li>• How to Achieve Compliance</li> <li>• Question: How to Achieve Compliance</li> <li>• Complaints from Community</li> <li>• Perception vs. Reality of Performance</li> <li>• Permitting</li> <li>• Variance</li> <li>• Compassion</li> <li>• Liens Effectiveness and Use</li> </ul>	<ol style="list-style-type: none"> <li>1. Seek feedback from Mayor and Village Council – what are they hearing</li> <li>2. Prepare Report on requirements, processes and performance</li> <li>3. <b>REPORT: Presentation, Direction and Next Steps</b></li> </ol>	<p>8/24</p> <p>4/25</p> <p>5/25</p>

Responsibility: Community Development Director

**ACTION: Management and Employee Succession:  
Implementation, Funding and Update Reports**

<b>PRIORITY</b>
<i>Mgmt High</i>

Key Issues

Activities/Milestones

Time

1. Prepare Updated Report
2. **UPDATE REPORT:  
Presentation**

4/25

4/25

Responsibility: Village Manager/Human Resources Director

**ACTION: Municipal Code Revisions: Completion**

PRIORITY
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• ROW Permitting</li> <li>• Fire Lanes</li> </ul>	<ol style="list-style-type: none"> <li>1. TSR Review</li> <li>2. <b>DECISION: ROW Ordinance Adoption</b></li> <li>3. TRS Review</li> <li>4. <b>DECISION: Fire Lanes</b></li> </ol>	<p style="text-align: center;">5/24</p> <p style="text-align: center;">6/24-7/24</p> <p style="text-align: center;">6/24</p> <p style="text-align: center;">7/24-8/24</p>

Responsibility: Community Development Director/Village Attorney

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
2.	1. Laserfiche Connect: Engineering a. Funding b. Completion	Engr	7/24
2	2. State Legislative Agenda and Advocacy: Direction and Village Actions	Village Manager	Ongoing
2	3. Purchasing Integration to Laserfiche	Finance	12/24
2	4. ProjectDox Community Outreach: Development	Info Service	Ongoing
2	5. Project Maps and Various Zoning Maps: Update	P & Z	6/24
2.	6. New Resident/Business Packet: Update	Clerk	6/24
2	7. HRIS System: Implementation	Human Resources	12/24
2	8. Development Application Manual Update	P&Z	10/24
2	9. Village Website: Enhancements	Clerk	Ongoing
2	10. Royal Palm Beach Passport Type Material: Development	Clerk	2/25
2	11. Parks Web Maps: Engineering Program Improvements and Map Redesign	Engr	12/24
2	12. New Engineering and ROW Permits for Mapping and Entry: Streamlining	Engr	3/25
2	13. Public Works Organization Chart (Budget FY 25)	Public Works	5/24
2	14. Two (2) Fertilizer Spreaders (Budget FY 25)	Public Works	12/24
2	15. Village Code of Ordinance Revisions through CivicPlus (Municode)	Clerk	Ongoing
2	16. Election Materials (i.e., Candidate Information Handbook, Municipal Election Schedule, etc.): Update	Clerk	9/24
2	17. Standard Operating Procedures for the Web and Media Content: Update	Clerk	6/24
2	18. Policy and Procedures for Public Records Request to Conform with Legislative Changes: Update	Clerk	10/24
2	19. Community Connection – Hurricane Guide: Development	Clerk	6/24
2	20. Customers and E-Permitting Process Education: Development	Comm Dev	3/25
2	21. Virtual Inspection Products and Applications: Evaluation and Direction	Comm Dev	8/24
2	22. Artificial Intelligence Functions (and How They May Potentially Be Applied within Community Development Service Delivery): Evaluation and Actions	Comm Dev	3/25

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
2	23. Internship Hiring Options within Plumbing/Mechanical/Electrical/Building Positions: Direction	Comm Dev	2/25
2	24. Project Management Software (PRJ#- EN-TBD8 / Fund-303): Evaluation and Implementation	Engr	12/24
2	25. Community Summit 2024: Direction	2023	5/24
2	26. Workforce Tracking for Public Works Using ESRI GIS Tools for Work Order Assignments, Implementation	Engr	1/25
2	27. Real-Time Mapping of Current Open Permits for All Types of Development, ROW and Engineering Projects (PRJ#- GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)	Engr	8/24
2	28. New Engineering and ROW Permits for Mapping and Entry into Various Survey123 Applications. (Engineering Inspections and NPDES Inspections) (PRJ#- GIS-01 / Fund-N/A) (PRJ#- GIS25-03 / Fund-N/A)	Engr	1/25
2	29. Financial Policies and Procedures to Ensure Regulatory Compliance: Completion	Finance	12/24
2	30. Standard Operating Procedures for all Finance Tasks: Creation and Update	Finance	10/24
2	31. Customized Departmental Budget Dashboards in OpenGov: Creation	Finance	19/24
2	32. Palm Beach County Water Utilities Franchise Fees: Audit and Report	Finance	12/24
2	33. Popular Annual Financial Report (PAFR): Preparation	Finance	3/25
2	34. New Time Keeping: Implementation	Human Resources	9/24
2	35. Standard Operating Procedures Specific to HR and Risk: Development	Human Resources	Ongoing
2	36. Insurance Bid: Preparation, Bid and Direction	Human Resources	9/24
2	37. Job Descriptions: Edit and Rewrite	Human Resources	Ongoing
2	38. Worker's Comp and Liability Suits: Resolution	Human Resources	Ongoing
2	39. HR Functions and AI: Research and Direction	Human Resources	3/25
2	40. Professional White Board Videos for Onboarding: Research and Funding (Budget FY 25)	Human Resources	4/25
2	41. HRIS System Standardized Job Postings with Unique Qualification Questions: Creation	Human Resources	6/25

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
2	42. Village Training Program Enhancements: Tracking and Library Development	Human Resources	2025
2	43. Cloud-Based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management, Time & Attendance Capturing Software Solutions: Deployment	Info Services	10/24 12/24 10/24
2	44. Cypress Hall Audio-Video Systems: Deployment	Info Services	7/24
2	45. Migration of Virtual and Physical Servers from DBF to Village Hall Cluster: Completion	Info Services	7/24
2	46. Microsoft Hyper-V Server Replication to DBF Hyper-V Cluster	Info Services	9/24
2	47. Windows Hello Login: Completion	Info Services	3/25
2	48. 10GB Network to Remote Facilities, Primarily Rec Center, Commons, and Cultural Center	Info Services	12/24
2	49. Aruba Wi-Fi at All Facilities, Replacing Older Ubiquiti System: Deployment	Info Services	12/24
2	50. Network Segregation Topology: Deployment	Info Services	6/25
2	51. Use of AI Technologies: Investigation and Report with Options	Info Services	4/25
2	52. Planning and Zoning Department's Website: Update	P&Z	11/24
2	53. Development Review Procedures for Applicants: Update	P&Z	2/25
2	54. Permitting of Community Residential Homes (According to the Requirements of Florida State Statute 419.001)	P&Z	Ongoing
2	55. Development Approval Layer in GIS: Creation	Engr	5/25
2	56. Development Application Manuals for each of the Development Applications for ProjectDox: Completion	P&Z	3/25
2	57. Community Residential Homes GIS Layer: Creation	P&Z	8/24
2	58. Frequently Asked Questions List for the Website: Creation	P&Z	11/24
2	59. Vehicle Replacements: Evaluation and Funding (CIP FY 25)	Public Works	7/24
2	60. Outdated Speed Measuring Equipment Replacement (Budget FY 25)	PBSO	3/25
2	61. Enhanced Bathroom Maintenance (Budget FY 25): Kick Off	P&R	10/24

<b>»» Major Projects 2024 – 2025</b>			<b>TIME</b>
2.	1. Village Hall Sculpture: Installation	Engr P&Z	1/25
2	2. Bus Stop: Installation (2)	Public Works	7/24 10/24
2	3. LaMancha Underdrain (ARPA PW2204): Design and Construction	Public Works	4/25
2	4. Canal Bank Stabilization (APRA PW1806) Round 2	Public Works	6/24 5/25
2	5. Water Treatment Plant (PW1802/PW1902): Bid	Public Works	5/24 7/24 12/24
2.	6. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL	Public Works	12/24
2	7. Drainage System Improvements (PW 1903):Heron Bay Parkway	Public Works	5/24 7/24 11/24
2	8. Annual Backflow Preventer Replacement (PW24BF)	Public Works	Ongoing
2	9. Storm Drain Outfall Replacement (ARPA – PW22SD)	Public Works	7/24 8/24 10/24 4/25
2.	10. Sidewalk Trip Hazards Elimination	Public Works	Ongoing
2	11. Canal Back Maintenance (ARPA PW2205)	Public Works	9/24 10/24 12/24 8/25
2	12. Annual Repairs/Replacements Bus Shelters, (PW22BS)	Public Works	Ongoing
2	13. Lamstein Lane Street Lights (CIP FY 27)	Public Works	Future Project
2.	14. Earth Day Lake Bank Stabilization Project (PRJ#- EN2301 / Fund-105)	Engr	9/24
2.	15. Cypress Hall (PRJ#- EN2202 / Fund-105): Construction	Engr	9/24



<b>»» Major Projects 2024 – 2025</b>			<b>TIME</b>
2.	16.	ADA Improvements Phase II Grant Notice to Proceed (PRJ#- EN2302 / Fund-303): Notice to Proceed Construction	Engr 11/25
2.	17.	Asphalt Walkways on the Village Hall Campus with Concrete Sidewalks (PRJ#- EN25XX / Fund-TBD) Replacement: Completion	Engr 7/24
2.	18.	Aquatic Vegetation Maintenance	Public Works Ongoing
2	19.	Pressure Cleaning Contractor	Public Works
	a.	NTP FY2024	4/24
	b.	Substantial Completion	6/24
2	20.	Drainage System Improvements (ARPA PW1903)	Public Works
	a.	Design	7/24
	b.	ITB	9/24
	c.	Award	11/24
	d.	Construction	5/25
2.	21.	Guard Rail Replacement (PW2104)	Public Works
	a.	PO Requisition	5/24
	b.	Completion	7/24
2	22.	PBSO Bathroom Renovations (PW2404): Completion	Public Works 9/24
2	23.	Street Restriping (PW24SR)	Public Works Ongoing
2.	24.	Street Sign R&R (PW24SS)	Public Works Ongoing
2	25.	Fountain Replacement (PW2208)	Public Works Ongoing
2	26.	New Roof on the Katz Field Building (PR2405)	Public Works
	a.	Design	6/24
	b.	ITB	7/24
	c.	Award	8/24
	d.	Construction	12/24
2	27.	Boat Dock Repair and Replacement: Direction and Funding (CIP FY 25)	Public Works 7/25

**GOAL 3**

**EXCEPTIONAL PARKS AND LEISURE CHOICES  
FOR ALL**

**ACTION: Aging Park Renewal and Replacement: Plan Development and Funding**

<b>PRIORITY</b>
<i>Policy Top</i>

Key Issues

- Inventory
- Condition Assessment
- Replacement Needs

Activities/Milestones

1. **Identify assets and conditions**
2. **Develop multi-year plan**
3. **BUDGET WORKSHOP: Plan Presentation**

Time

- 1/25  
6//25  
7/25

Responsibility: Parks and Recreation Director

**ACTION: Senior Needs: Assessment Update, Report with Findings and Recommendations, Direction and Village Actions**

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Link to Recreation Center Opening</li> <li>• Emerging Senior Needs</li> <li>• Programming in New Space</li> <li>• Service Needs of Seniors</li> <li>• Unbiased Survey</li> <li>• Ad Hoc Committee: Purposes, Size and Membership</li> <li>• Best Practices for Seniors</li> </ul>	<ol style="list-style-type: none"> <li>1. Define methodology</li> <li>2. Prepare Budget proposals</li> <li>3. <b>BUDGET WORKSHOP: Budget FY 26 Discussion and Direction</b></li> <li>4. <b>DECISION: Budget FY 26</b></li> </ol>	<p>5/25</p> <p>6/25</p> <p>7/25</p> <p>9/25</p>

Responsibility: Parks and Recreation Director

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

<b>PRIORITY</b>
<i>Policy High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Grant Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. State notification grant - \$1.5 million</li> <li>2. Prepare Report – pros/cons, best practices, maintenance costs, field utilizations</li> <li>3. <b>BRIEFING REPORT: Discussion and Direction</b></li> <li>4. <b>STRATEGIC PLANNING WORKSHOP: Discussion and Priority</b></li> </ol>	<p>8/24</p> <p>8/24</p> <p>10/24</p> <p>4/25</p>

Responsibility: Parks and Recreation Director

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

<b>PRIORITY</b>
Policy

Key Issues

- Parking Lots
- Drainage
- Bathrooms

Activities/Milestones

1. **CIP WORKSHOP:  
Funding Update**
2. Complete Renovation Plan

Time

- 7/24
- 8/25

Responsibility: Village Engineer

**ACTION: Sidewalk Cleaning –Sweet Bay Lane and Parks:  
Actions**

<b>PRIORITY</b>
Management

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Sweet Bay Lane</li> <li>• All Parks Plan</li> <li>• Staffing or Contract</li> <li>• Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete Sweet Bay Lane sidewalk cleaning</li> <li>2. Develop plan for all parks</li> <li>3. Decision: Contract or Staff</li> <li>4. Prepare budget proposal</li> <li>5. <b>BUDGET WORKSHOP: Budget FY 26</b></li> <li>6. <b>DECISION: Budget FY 26</b></li> </ol>	<p>6/24</p> <p>3/25</p> <p>3/25</p> <p>6/25</p> <p>7/25</p> <p>9/25</p>

Responsibility: Public Works Director/Parks and Recreation Director

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
3	1. Shakespeare under the Palms in RPB Commons Park 2024 (King Lear)	P&R	7/24
3	2. Crestwood North Park Development: Funding, Bid and Construction	P&R	7/24
3	3. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting	P&R	8/24
3	4. Mayor's Benefit Golf Tournament	P&R	7/24
3	5. RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park; Lot 179 Grouse Lane Entrance to Amphitheater: Construction	Engr	TBD
3	6. Semi-Annual Parks Recreation Program Guide Renewal: Implementation	P&R	8/24 1/25
3	7. Art in Public Places Ordinance: Revision and Adoption	P&R	2026
3	8. Program to Display Local Artist Art Work: Creation	P&Z	9/24

<b>»» Major Projects 2024 – 2025</b>			<b>TIME</b>
3	1. Homeplace Park Pickle Ball Courts (2): Design	P&R	7/25
3	2. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation	Engr	Ongoing
3	3. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building	P&R	2025-2026
3	4. Crestwood North Park (PRJ#- PR2102 / Fund-301): Construction	Engr	7/24
3	5. Bike Path Trailhead and Signage Plan Grant Notice to Proceed (PRJ#- EN2102 / Fund-303): Notice to Proceed	Engr	11/25
3	6. Splash Pad Re-Construction at Veterans Park (PRJ#- PR2307 / Fund-302)	Engr	11/24
3	7. Cultural Center Entry Enhancement: Design and Construction (PRJ#- PR2401 / Fund-303)	Engr	7/24 3/25
3	8. Additional Surveillance Video Cameras at RPB Commons Park: Deployment	Info Services	12/24
3	9. Comprehensive All Access Playscape: Report with Options and Direction (CIP FY 25)	P&R	6/25
3	10. Cypress Hall: Construction and Opening		8/24
3	11. Recreation Center Remodel/Expansion: Final Design, Construction and Opening		9/26



<b>GOAL 4</b>	<b>RPB – A UNIQUE COMMUNITY</b>
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**ACTION: Tuttle Royale Development: Stay Strong with Approved Concept**

<b>PRIORITY</b>
<i>Policy Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Developer Agreement</li> <li>• Landscaping</li> <li>• CO Pod 2</li> <li>• Ericka Boulevard Opening</li> <li>• Royal Palms Resolution</li> </ul>	<ol style="list-style-type: none"> <li>1. Receive from Developer submittal</li> <li>2. <b>DECISION: Tier 1 Phase 2 Acceptance</b></li> <li>3. Issue CO in Pod 2</li> </ol>	<p>5/24</p> <p>5/24</p> <p>9/24</p>

Responsibility: Planning & Zoning Director/Village Engineer

**ACTION: Road Resurfacing Plan and Revenue Source:  
Direction and Funding**

<b>PRIORITY</b>
<i>Policy High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>DECISION: Funding (\$10 million from Reserves)</b></li> <li>2. Issue Bid request</li> <li>3. <b>DECISION: Award Contract</b></li> <li>4. Construction</li> </ol>	<p>7/24</p> <p>12/24</p> <p>2/25</p> <p>2/26</p>

Responsibility: Village Engineer

**ACTION: Western Communities Forum Revitalization:  
Direction and Village Actions**

<b>PRIORITY</b>
<i>Policy High</i>

Key Issues

Activities/Milestones

Time

1. Preparation: East-West  
Capacity Advocacy

12/24

Responsibility: Mayor/Village Manager/Village Engineer

**ACTION: State Road 7 Corridor Redevelopment Policy and Land Use: Direction**

<b>PRIORITY</b>
<i>Policy High</i>

Key Issues

Activities/Milestones

Time

- |   |            |
|---|------------|
| 1. Complete Report  | 8/24       |
| 2. TSR – Land Use   | 9/24       |
| 3. Local Planning Agency:<br>Review   | 11/24      |
| 4. <b>DECISION: Land Use<br/>Policy</b>   | 12/24-1/25 |
| 5. Develop Zoning Regulations<br>and Land Development Code                        | 2/25       |
| 6. TSR  | 3/25       |
| 7. Local Planning Agency  | 6/25       |
| 8. <b>DECISION: Zoning<br/>Regulations and Land<br/>Development Code Revision</b> | 7/25-8/25  |

Responsibility: Planning & Zoning Director

**ACTION: Safe Community Action Plan: PBSO Needs,  
Direction and Funding**

<b>PRIORITY</b>
<i>Policy</i>

Key Issues

- Property Crimes

Activities/Milestones

1. **UPDATE REPORT:  
Presentation**

Time

5/24

Responsibility: PBSO

**ACTION: Municipal Parking Ordinance: Review and Adoption**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Deadline: 2/2025</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare revised ordinance</li> <li>2. TSR</li> <li>3. Local Planning Agency</li> <li>4. <b>DECISION: Ordinance Adoption</b></li> </ol>	<p>8/24</p> <p>12/24</p> <p>1/25-2/25</p>

Responsibility: Planning & Zoning Director

**ACTION: Cypress Key Commercial Development: Next Steps**

<b>PRIORITY</b>
<i>Mgmt Top</i>

Key Issues

Activities/Milestones

Time

1. Issue: CO

12/24

Responsibility: Community Development Director



**ACTION: Homeless Policy, Strategy and Action Plan: State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions**

<b>PRIORITY</b>
Mgmt Top

Key Issues

Activities/Milestones

Time

1. Prepare report on the impact of State laws 6/24
2. **REPORT: Presentation** 6/24

Responsibility: Village Attorney/PBSO

**ACTION: Pilot Voucher Program: Initiation and Evaluation Report**

<b>PRIORITY</b>
<i>Mgmt Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"><li>• No Bus Route</li><li>• Bus Stop</li></ul>	<ol style="list-style-type: none"><li>1. Initiate</li><li>2. Discontinue bus route</li><li>3. Receive Report</li></ol>	<p>8/24 12/24 8/25</p>

Responsibility: PalmTran

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

<b>PRIORITY</b>
<i>Mgmt High</i>

Key Issues

Activities/Milestones

Time

1. Publish Report

6/24

Responsibility: Village Engineer

**ACTION: Tree Preservation Ordinance: Account Creation and Direction**

<b>PRIORITY</b>
Mgmt High

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"><li>• Condition of Approval</li><li>• Use in Landscaping</li></ul>	<ol style="list-style-type: none"><li>1. Receive dollars</li><li>2. Create special account</li></ol>	<p>8/25 TBD</p>

Responsibility: Finance Director

**ACTION: Okeechobee Boulevard Main Entrance Sign Improvements: Design and Direction**

<b>PRIORITY</b>
Mgmt High

Key Issues

- Lettering
- Village Logo

Activities/Milestones

- |   | <u>Time</u> |
|---|-------------|
| 1. Finalize changes                           | 5/24        |
| 2. Receive final design                       | 6/24        |
| 3. <b>BUDGET WORKSHOP: :<br/>Final Design</b> | 7/24        |
| 4. Issue RFP                                  | 10/24       |
| 5. Award                                      | 12/24       |
| 6. Complete painting                          | 1/25-4/25   |

Responsibility: Public Works Director

**ACTION: Village Stormwater Management Program:  
Effectiveness Evaluation and Direction**

<b>PRIORITY</b>
Mgmt High

Key Issues

Activities/Milestones

Time

- |   |      |
|---|------|
| 1. Receive draft Evaluation Report            | 5/24 |
| 2. Finalize Report                            | 6/24 |
| 3. Send Palm Beach NPDES and State of Florida | 7/24 |

Responsibility: Public Works Director

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

PRIORITY
Mgmt

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Water Supply Plan Accepted by DEO	1. Draft Supply Plan	12/24
	2. Local Planning Agency	2/25
	3. Village Council	3/25
	4. Village Council	5/25

Responsibility: Planning & Zoning Director

**ACTION: BB Guns Regulations: Direction**

<b>PRIORITY</b>
Mgmt

Key Issues

Activities/Milestones

Time

- |  |                          |      |
|--|--------------------------|------|
|  | 1. Prepare draft opinion | TBD  |
|  | 2. <b>BRIEFING</b>       | 9/24 |

Responsibility: Village Attorney



**ACTION: Landscape Code Refinement: Buffers**

<b>PRIORITY</b>
Mgmt

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Multi-Family Districts</li> <li>• MXD Zoning District</li> </ul>	<ol style="list-style-type: none"> <li>1. Revise code</li> <li>2. TSR Review</li> <li>3. Local Planning Agency</li> <li>4. <b>DECISION: Landscape Code Refinements</b></li> </ol>	<p>7/24</p> <p>9/24</p> <p>10/24-11/24</p>

Responsibility: Planning & Zoning Director

<b>»» Management in Progress 2024 – 2025</b>			<b>TIME</b>
4	1. Community Education: “Lock Your Vehicle”	PBSO	Ongoing
4	2. Sector Patrol Boundaries Analysis (Linked to Tuttle Royale Development)	PBSO	Ongoing
4	3. Crime Reduction through Directed Patrol Plans	PBSO	Ongoing
4	4. Neighborhood Watch/Crime Reduction Program: Expansion	PBSO	Ongoing
4	5. ALDI Park PID Remaining Parcels (Developer Driven)	P&Z	Ongoing
4	6. Community Residential Homes Administration Mapping	P&Z	8/24
4	7. Rear Easement on RS-2 Properties Located along Hibiscus Drive Adjacent to the M-1 Canal and Propose Expanded Use into Extensive Existing Maintenance Easements	Comm Dev	10/24
4	8. Manufacturing and Limited Processing Parking Requirements: Evaluation and Direction	P&Z	3/25
4	9. Village-Owned Utility Boxes Wrapping: Completion	P&Z	12/24
4	10. Directed Patrol Plans: Expanded Use	PBSO	Ongoing

<b>»» Major Projects 2024 – 2025</b>			<b>TIME</b>
4	1. Annual Vegetation Maintenance	Public Works	Ongoing
4	2. Annual Sidewalk Trip Hazards Repair	Public Works	Ongoing
4	3. Lake Bank Stabilization Project Completion (EN 2301)	Public Works	12/24
4	4. Bilbao Street to Okeechobee Boulevard Pathway Replacement (2305)	Public Works	OTH
4	5. Cypress Key Traffic Signal: Traffic Study and Installation	Public Works	1/25 12/25

# Table of Contents

<b>Strategic Planning for the Village of Royal Palm Beach</b>	<b>1</b>
<b>Royal Palm Beach Vision 2039</b>	<b>3</b>
<b>Royal Palm Beach Village Government: Our Mission</b>	<b>6</b>
<b>Royal Palm Beach Plan 2024 – 2029</b>	<b>11</b>
<b>Royal Palm Beach Action Agenda 2024 – 2025</b>	<b>32</b>

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# **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 2039**

# *Royal Palm Beach Vision 2039*

**ROYAL PALM BEACH 2039** *is a*

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

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

# *Royal Palm Beach Vision 2039*

## **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 2024 – 2029**

# *Village of Royal Palm Beach* *Goals 2029*

**FINANCIALLY SOUND GOVERNMENT**

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**RESPONSIVE VILLAGE SERVICES**

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**EXCEPTIONAL PARKS AND LEISURE CHOICES FOR ALL**

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**RPB – A UNIQUE COMMUNITY**

# 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. Prioritizing and funding future capital projects – continuing to invest in Village infrastructure, parks and facilities
2. Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials, contractors, labor rate
3. Significant number of retirements coming up over the next year and five years
4. Finding quality and qualified candidates for Village employment
5. Maintaining fiscal responsibility
6. State of Florida legislation impacting Village revenues and services, impact fees, sovereign immunity, home rule, etc.
7. Defining and prioritizing the Village services and service levels that are responsive to the community
8. Continuing to expand residents' understanding of Village's plans, projects, services, finances, programs and activities
9. Having a skilled, technologically savvy Village workforce
10. Increasing cost of living for Village employees and the costs of living in South Florida

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

1. Cyber security and the protection of Village information
2. Loss of funding and finding replacement for American Rescue Plan Act dollars (2026) and 1 cent sales tax (2025)
3. Maintaining the focus on the Village's core mission and service responsibilities
4. Using outsourcing instead of hiring Village employees
5. Maintaining and not depleting Village resources (\$63 million)

**POLICY ACTIONS 2024 – 2025**

- 1. Balanced Budget FY25 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 *Top Priority*
- 4. Community Non-Profit Organization Use of Village Facilities: Report with Current Practices and Policy Direction *High Priority*
- 5. NLC: One Year Membership and Evaluation Report

**MANAGEMENT ACTIONS 2024 – 2025**

- 1. Purchasing Ordinance: Review and Adoption *Top Priority*
- 2. Naviline Enterprise Resource Planning (ERP) System Replacement: Funding *Top Priority*

**MANAGEMENT IN PROGRESS 2024 – 2025**

- 1. Federal American Rescue Dollars: Reporting
- 2. Contract for Services: Opportunities Identification

**MAJOR PROJECTS 2024 – 2025**

- 1. Farber Building Renovations: Direction and Funding

# 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 and 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 and events
2. Growing village population and increasing demands for Village services
3. Continuing and enhancing the effective methods for communicating with the community
4. Upcoming retirement and need for succession planning and talent development
5. Increasing State of Florida mandates and regulations impacting Village finances and service delivery
6. Increasing frequency and severity of cyber-attacks and security breaches
7. Continuing to enhance the customer's experience
8. Excessive use and maintaining Village parks and facilities

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

1. Maintaining a highly skilled, customer-oriented workforce dedicated to serving the Royal Palm Beach community
2. Labor pool shortages and potential need for outsourcing
3. Paying for and funding the desired service levels
4. Maintaining residents' confidence and trust in Village government
5. Maintaining the current Village organization culture when hiring new managers and employees
6. Involving the community to obtain input and feedback for policy development, planning and decision making
7. Maintaining and expanding a tech-savvy Village workforce
8. Managing and responding residents' expectations of Village government
9. Keeping current with evolving public records law and expanding exemptions
10. Actions by the State of Florida impacting Village services and service delivery
11. Measuring the effectiveness of Village services

**POLICY ACTIONS 2024 – 2025**

- 1. Talent Development Programs: Programs and Funding *High Priority*
- 2. Public Information Enhancements: Next Steps and Plan for 2024 – 2025
- 3. Code Enforcement Customer Service Enhancements: Performance Review, Report with Findings and Options, Direction and Village Actions

**MANAGEMENT ACTIONS 2024 – 2025**

- 1. Management and Employee Succession: Implementation, Funding and Update Reports *High Priority*
- 2. Municipal Code Revisions: Completion
  - a. ROW Permitting
  - b. Fire Lanes

**MANAGEMENT IN PROGRESS 2024 – 2025**

- 1. Laserfiche Connect: Engineering
  - a. Funding
  - b. Completion
- 2. State Legislative Agenda and Advocacy: Direction and Village Actions

**MANAGEMENT IN PROGRESS 2024 – 2025  
(continued)**

- 3. Purchasing Integration to Laserfiche
- 4. ProjectDox Community Outreach: Development
- 5. Project Maps and Various Zoning Maps: Update
- 6. New Resident/Business Packet: Update
- 7. HRIS System: Implementation
- 8. Development Application Manual Update
- 9. Village Website: Enhancements
- 10. Royal Palm Beach Passport Type Material: Development
- 11. Parks Web Maps: Engineering Program Improvements and Map Redesign
- 12. New Engineering and ROW Permits for Mapping and Entry: Streamlining
- 13. Public Works Organization Chart (Budget FY 25)
- 14. Two (2) Fertilizer Spreaders (Budget FY 25)
- 15. Village Code of Ordinance Revisions through CivicPlus (Municode)
- 16. Election Materials (i.e., Candidate Information Handbook, Municipal Election Schedule, etc.): Update
- 17. Standard Operating Procedures for the Web and Media Content: Update
- 18. Policy and Procedures for Public Records Request to Conform with Legislative Changes: Update
- 19. Community Connection – Hurricane Guide: Development
- 20. Customers and E-permitting Process Education: Development
- 21. Virtual Inspection Products and Applications: Evaluation and Direction
- 22. Artificial Intelligence Functions (and how they may potentially be applied within Community Development service delivery): Evaluation and Actions

**MANAGEMENT IN PROGRESS 2024 – 2025  
(continued)**

23. Internship Hiring Options within Plumbing/Mechanical/  
Electrical/Building Positions: Direction
24. Project Management Software (PRJ#- EN-TBD8 / Fund-  
303): Evaluation and Implementation
25. Community Summit 2024: Direction
26. Workforce Tracking for Public Works Using ESRI GIS  
Tools for Work Order Assignments, Implementation
27. Real-Time Mapping of Current Open Permits for All Types  
of Development, ROW and Engineering Projects (PRJ#-  
GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)
28. New Engineering and ROW Permits for Mapping and Entry  
into Various Survey123 Applications (Engineering  
Inspections and NPDES Inspections) (PRJ#- GIS-01 /  
Fund-N/A) (PRJ#- GIS25-03 / Fund-N/A)
29. Financial Policies and Procedures to Ensure Regulatory  
Compliance: Completion
30. Standard Operating Procedures for All Finance Tasks:  
Creation and Update
31. Customized Departmental Budget Dashboards in OpenGov:  
Creation
32. Palm Beach County Water Utilities Franchise Fees: Audit  
and Report
33. Popular Annual Financial Report (PAFR): Preparation
34. New Time Keeping: Implementation
35. Standard Operating Procedures Specific to HR and Risk:  
Development

**MANAGEMENT IN PROGRESS 2024 – 2025  
(continued)**

36. Insurance Bid: Preparation, Bid and Direction
37. Job Descriptions: Edit and Rewrite
38. Worker’s Comp and Liability Suits: Resolution
39. HR Functions and AI: Research and Direction
40. Professional White Board Videos for Onboarding: Research  
and Funding (Budget FY 25)
41. HRIS System Standardized Job Postings with Unique  
Qualification Questions: Creation
42. Village Training Program Enhancements: Tracking and  
Library Development
43. Cloud-Based Applicant Tracking/Recruitment, On/Off  
Boarding, Performance/Learning Management, Time &  
Attendance Capturing Software Solutions: Deployment
44. Cypress Hall Audio-Video Systems: Deployment
45. Migration of Virtual and Physical Servers from DBF to  
Village Hall Cluster: Completion
46. Microsoft Hyper-V Server Replication to DBF Hyper-V  
Cluster
47. Windows Hello Login: Completion
48. 10GB Network to Remote Facilities, primarily Rec Center,  
Commons, and Cultural Center
49. Aruba Wi-Fi at All Facilities, Replacing Older Ubiquiti  
System: Deployment
50. Network Segregation Topology: Deployment
51. Use of AI Technologies: Investigation and Report with  
Options
52. Planning and Zoning Department’s Website: Update

**MANAGEMENT IN PROGRESS 2024 – 2025  
(continued)**

53. Development Review Procedures for Applicants: Update
54. Permitting of Community Residential Homes (According to the Requirements of Florida State Statute 419.001)
55. Development Approval Layer in GIS: Creation
56. Development Application Manuals for Each of the Development Applications for ProjectDox: Completion
57. Community Residential Homes GIS Layer: Creation
58. Frequently Asked Questions List for the Website: Creation
59. Vehicle Replacements: Evaluation and Funding (CIP FY 25)
60. Outdated Speed Measuring Equipment Replacement (Budget FY 25)
61. Enhanced Bathroom Maintenance (Budget FY 25): Kick Off

**MAJOR PROJECTS 2024 – 2025**

1. Village Hall Sculpture: Installation
2. Bus Stop: Installation (2)
3. LaMancha Underdrain Design (PW2204): Funding
4. Bridge Slope Stabilization (PW 1709/PW1806) Round 2
  - a. Award
  - b. Construction
5. Water Treatment Plant (PW1802/PW1902): Bid
6. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion Transfer to FDOT or FPL
7. Drainage System Improvements (PW 1903): Construction
8. Annual Backflow Preventer Replacement (PW24BF)
9. Storm Drain Outfall Replacement (ARPA – PW22SD)
10. Sidewalk Trip Hazards Elimination
11. Canal Back Maintenance (PW2205): Funding
12. Annual Repairs/Replacements Bus Shelters (PW22BS)
13. Lamstein Lane Street Lights (Budget FY 27)
14. Earth Day Lake Bank Stabilization Project (PRJ#- EN2301 / Fund-105)
15. Cypress Hall (PRJ#- EN2202 / Fund-105): Construction
16. ADA Improvements Phase II Grant Notice to Proceed (PRJ#- EN2302 / Fund-303): Construction
17. Asphalt Walkways on the Village Hall Campus with Concrete Sidewalks (PRJ#- EN25XX / Fund-TBD) Replacement: Completion

**MAJOR PROJECTS 2024 – 2025**

18. Aquatic Vegetation Maintenance
19. Pressure Cleaning Contractor
20. Drainage System Improvements (PW1903)
21. Guard Rail Replacement (PW2104)
22. PBSO Bathroom Renovations (PW2404)
23. Street Restriping (PW24SR)
24. Street Sign R&R (PW24SS)
25. Fountain Replacement (PW2208)
26. New Roof on the Katz Field Building (PR2405): Design and Construction
27. Boat Dock Repair and Replacement: Direction and Funding (Budget 2025)

**FUTURE PROJECTS 2025 – 2029**

1. Transportation Fee: Concept Development and Village Participation [Linking to 1 Cent Sales Tax for 561 Plan]
2. Park Bathrooms Upgrade: Review, Direction and Funding



# Goal 3

## 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. Maintain and enhance venues at RPB Commons Park
4. Develop additional park venues
5. Enhance quality of community events
6. Develop bike/pedestrian access points to RPB Commons Park through easements between houses
7. Expand teen and senior programming and activities responsive to the needs of our residents

### 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, facilities and events
2. Aging facilities needing repairs and upgrades, replacements
3. Securing and retaining quality Village staff
4. Wide variety of offerings for seniors
5. Keeping events fresh and inviting for our residents
6. Excessive use of athletic facilities and maintenance
7. Obtaining sponsorships for programs and events

**LONG-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Finding ways to reach and attract teenagers through recreational programming
2. High costs of the Seafood Festival with no gate and the Village paying \$25,000 for entertainment
3. Difficulty in hiring part-time staff and finding volunteers
4. Desire for competitive sports over recreational leagues
5. Connector to RPB Commons Park
6. Changing recreational and leisure patterns
7. Defining Village's role in arts and culture
8. New Village facilities providing more opportunities for residents

**POLICY ACTIONS 2024 – 2025**

1. Aging Park Renewal and Replacement: Plan Development and Funding *Top Priority*
2. Senior Needs: Assessment Update, Report with Findings and Recommendations, Direction and Village Actions *Top Priority*
3. Turf Fields [2]: Feasibility Report, Direction and Funding *High Priority*
4. Camellia Park Renovation (PR2402): Direction, Funding and Design

**MANAGEMENT ACTIONS 2024 – 2025**

1. Sidewalk Cleaning – Sweet Bay Land and Parks: Actions

### **MANAGEMENT IN PROGRESS 2024 – 2025**

1. Shakespeare under the Palms in RPB Commons Park 2024
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. Art in Public Places Ordinance: Revision and Adoption
8. Program to Display Local Artist Art Work: Creation

### **MAJOR PROJECTS 2024 – 2025**

1. Homeplace Park Pickle Ball Courts (2): Design
2. Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation
3. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building
4. Crestwood North Park (PRJ#- PR2102 / Fund-301): Construction
5. Bike Path Trailhead and Signage Plan Grant Notice to Proceed (PRJ#- EN2102 / Fund-303): Notice to Proceed
6. Splash Pad Re-Construction at Veterans Park (PRJ#- PR2307 / Fund-302)
7. Cultural Center Entry Enhancement: Design and Construction (PRJ#- PR2401 / Fund-303)
8. Additional Surveillance Video Cameras at RPB Commons Park: Deployment
9. Comprehensive All Access Playscape: Report with Options and Direction (CIP FY 25)
10. Cypress Hall: Construction and Opening
11. Recreation Center Remodel/Expansion: Final Design, Construction and Opening

### **FUTURE PROJECTS 2025 – 2029**

1. Canopy for Restaurant in Veterans' Park: Funding
2. Southern Boulevard. Park (PR1901) – Design and Construction of a 10-15 Acre Park
3. Ferrin Park Drainage on Field #3 Correction: Priority and Funding
4. RPB Commons Island Renovation

# Goal 4

## 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 social center
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, Arden, GL Homes, Avenir
2. Maintaining the character of Royal Palm Beach – the reasons that residents make the choice to live here
3. State of Florida actions impacting Village, including mobility fee
4. Developing a transit hub in Royal Palm Beach
5. Lack of a common regional vision for transportation, transit and mobility
6. Traffic congestion and limiting road capacity
7. Addressing problems associated with homeless population and with few tools for Village government
8. Maintaining a low crime rate

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

1. Defining and following through on common visions for State Road 7 corridor, mobility
2. High cost of housing the impacts on community demographics
3. Business attraction and investment in Royal Palm Beach
4. Developing a family-friendly social destination at Tuttle Royale as part of a mixed-use development
5. Developing micro-mobility options
6. Increasing traffic within the Village
7. Inflation and uncertain economy
8. Developing underutilized properties
9. Expanding public art programs and funding
10. Maintaining Royal Palm Beach unique assets and keeping them exciting and fresh

**POLICY ACTIONS 2024 – 2025**

- 1. Tuttle Royale Development: Stay Strong with Approved Concept Top Priority
- 2. Road Resurfacing Plan and Revenue Source: Direction and Funding High Priority
- 3. Western Communities Forum Revitalization: Direction and Village Actions High Priority
- 4. State Road 7 Corridor Redevelopment Policy and Land Use: Direction High Priority
- 5. Safe Community Action Plan: PBSO Needs, Direction and Funding
- 6. Municipal Parking Ordinance: Review and Adoption

**MANAGEMENT ACTIONS 2024 – 2025**

- 1. Cypress Key Commercial Development: Next Steps Top Priority
- 2. Homeless Policy, Strategy and Action Plan: State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions Top Priority
- 3. Pilot Voucher Program: Initiation and Evaluation Report Top Priority
- 4. ADA Access: Update Report and Implementation High Priority
- 5. Tree Preservation Ordinance: Account Creation and Direction High Priority
- 6. Okeechobee Boulevard Main Entrance Sign Improvements: Design and Direction High Priority
- 7. Village Stormwater Management Program: Effectiveness Evaluation and Direction High Priority
- 8. Evaluation and Appraisal Report (EAR) Water Supply Plan: Completion
- 9. BB Guns Regulations: Direction
- 10. Landscape Code Refinement: Buffers



### **MANAGEMENT IN PROGRESS 2024 – 2025**

1. Community Education: “Lock Your Vehicle”
2. Sector Patrol Boundaries Analysis (Linked to Tuttle Royale Development)
3. Crime Reduction through Directed Patrol Plans
4. Neighborhood Watch/Crime Reduction Program: Expansion
5. ALDI Park PID Remaining Parcels (Developer Driven)
6. Community Residential Homes Administration Mapping
7. Rear Easement on RS-2 Properties Located along Hibiscus Drive Adjacent to the M-1 Canal and Propose Expanded Use into Extensive Existing Maintenance Easements
8. Manufacturing and Limited Processing Parking Requirements: Evaluation and Direction
9. Village-Owned Utility Boxes Wrapping: Completion
10. Directed Patrol Plans: Expanded Use

### **MAJOR PROJECTS 2024 – 2025)**

1. Annual Vegetation Maintenance
2. Annual Sidewalk Trip Hazards Repair
3. Lake Bank Stabilization Project Award Bid (EN 2301)
4. Bilbao Street to Okeechobee Boulevard Pathway Replacement (2305)
5. Cypress Key Traffic Signal: Installation

### **FUTURE PROJECTS 2025 – 2029**

1. TPA 561 Study: Report Review and Direction
2. Older Commercial Centers Revitalization/Redevelopment: Update Report, Direction and Village Actions
3. Drainage System Renewal and Replacement: Plan Development and Funding
4. Agricultural Land Preservation: Outcomes, Best Practices, Report with Options, Village Role, Direction and Village Actions

# **VILLAGE OF ROYAL PALM BEACH ACTION AGENDA 2024 – 2025**

# ***Policy Agenda 2024 – 2025***

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

### **TOP PRIORITY**

**Balanced Budget FY24 without Tax Increase**

**Aging Park Renewal and Replacement: Plan Development and Funding**

**Senior Needs:**

**Assessment Update, Report with Findings and Recommendations, Direction and Village Actions**

**Tuttle Royale Development: Stay Strong with Approved Concept**

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

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

### **HIGH PRIORITY**

**Road Resurfacing Plan and Revenue Source: Direction and Funding**

**Community Non-Profit Organization Use of Village Facilities:  
Report with Current Practices and Policy Direction**

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

**Talent Development Programs: Programs and Funding**

**Western Communities Forum Revitalization: Direction and Village Actions**

**State Road 7 Corridor Redevelopment Policy and Land Use: Direction**

# *Management Agenda 2024 – 2025*

## *Village of Royal Palm Beach*

### **TOP PRIORITY**

**Cypress Key Commercial Development: Next Steps**

**Purchasing Ordinance: Review and Adoption**

**Naviline Enterprise Resource Planning (ERP) System Replacement: Funding**

**Homeless Policy, Strategy and Action Plan:**

**State Law Analysis, Report with Options, Village Role, Policy Direction and Village Actions**

**Pilot Voucher Program: Initiation and Evaluation Report**

### **HIGH PRIORITY**

**ADA Access: Update Report and Implementation**

**Tree Preservation Ordinance: Account Creation and Direction**

**Management and Employee Succession:**

**Implementation, Funding and Update Reports**

**Okeechobee Blvd. Main Entrance Sign Improvements: Design, Direction and Funding**

**Village's Stormwater Management Program: Effectiveness Evaluation and Direction**

# *Management in Progress 2024 – 2025*

## *Village of Royal Palm Beach*

**Federal American Rescue Dollars: Reporting**

**Contract for Services: Opportunities Identification**

**Laserfiche Connect: Engineering Completion**

**State Legislative Agenda and Advocacy: Direction and Village Actions**

**Purchasing Integration to Laserfiche**

**ProjectDox Community Outreach: Development**

**Project Maps and Various Zoning Maps: Update**

**New Resident/Business Packet: Update**

**HRIS System: Implementation**

**Development Application Manual Update**

**Village Website: Enhancements**

**Royal Palm Beach Passport Type Material: Development**

**Parks Web Maps: Engineering Program Improvements and Map Redesign**

**New Engineering and ROW Permits for Mapping and Entry: Streamlining**

**Public Works Organization Chart (Budget FY 25)**

**Two (2) Fertilizer Spreaders (Budget FY 25)**

**Village Code of Ordinance Revisions through CivicPlus (Municode)**

# ***Management in Progress 2024 – 2025***

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

**Election Materials (i.e., Candidate Information Handbook, Municipal Election Schedule, etc.): Update**

**Standard Operating Procedures for the Web and Media Content: Update**

**Policy and Procedures for Public Records Request to Conform with Legislative Changes: Update**

**Community Connection – Hurricane Guide: Development**

**Customers and E-Permitting Process Education: Development**

**Virtual Inspection Products and Applications: Evaluation and Direction**

**Artificial Intelligence Functions (and How They May Potentially Be Applied within Community Development Service Delivery):  
Evaluation and Actions**

**Internship Hiring Options within Plumbing/Mechanical/Electrical/Building Positions: Direction**

**Project Management Software (PRJ#- EN-TBD8 / Fund-303): Evaluation and Implementation**

**Community Summit 2024: Direction**

**Workforce Tracking for Public Works using ESRI GIS Tools for Work Order assignments. Implementation**

**Real-Time Mapping of Current Open Permits for All Types of Development, ROW and Engineering Projects  
(PRJ#- GIS-03 / Fund-N/A) (PRJ#- GISS25-02 / Fund-N/A)**

**New Engineering and ROW Permits for Mapping and Entry into Various Survey123 Applications  
(Engineering Inspections and NPDES Inspections.) (PRJ#- GIS-01 / Fund-N/A) (PRJ#- GIS25-03 / Fund-N/A)**

**Financial Policies and Procedures to Ensure Regulatory Compliance: Completion**

**Standard Operating Procedures for All Finance Tasks: Creation and Update**

**Customized Departmental Budget Dashboards in OpenGov: Creation**

# *Management in Progress 2024 – 2025*

## *Village of Royal Palm Beach*

**Palm Beach County Water Utilities Franchise Fees: Audit and Report**

**Popular Annual Financial Report (PAFR): Preparation**

**New Time Keeping: Implementation**

**Standard Operating Procedures specific to HR and Risk: Development**

**Insurance Bid: Preparation, Bid and Direction**

**Job Descriptions: Edit and Rewrite**

**Worker's Comp and Liability Suits: Resolution**

**HR Functions and AI: Research and Direction**

**Professional White Board Videos for Onboarding: Research and Funding (Budget FY 25)**

**HRIS System Standardized Job Postings with Unique Qualification Questions: Creation**

**Village Training Program Enhancements: Tracking and Library Development**

**Cloud-based Applicant Tracking/Recruitment, On/Off Boarding, Performance/Learning Management,  
Time & Attendance Capturing Software Solutions: Deployment**

**Cypress Hall Audio-Video Systems: Deployment**

**Migration of Virtual and Physical Servers from DBF to Village Hall Cluster: Completion**

**Microsoft Hyper-V Server Replication to DBF Hyper-V Cluster**

**Windows Hello Login: Completion**

**10GB Network to Remote Facilities, Primarily Rec Center, Commons, and Cultural Center**



# *Management in Progress 2024 – 2025*

## *Village of Royal Palm Beach*

**Aruba Wi-Fi at All Facilities, Replacing Older Ubiquiti System: Deployment**

**Network Segregation Topology: Deployment**

**Use of AI Technologies: Investigation and Report with Options**

**Planning and Zoning Department’s Website: Update**

**Development Review Procedures for Applicants: Update**

**Permitting of Community Residential Homes (According to the Requirements of Florida State Statute 419.001)**

**Development Approval Layer in GIS: Creation**

**Development Application Manuals for Each of the Development Applications for ProjectDox: Completion**

**Community Residential Homes GIS Layer: Creation**

**Frequently Asked Questions List for the Website: Creation**

**Vehicle Replacements: Evaluation and Funding (CIP FY 25)**

**Outdated Speed Measuring Equipment Replacement (Budget FY 25)**

**Enhanced Bathroom Maintenance (Budget FY 25): Kick Off**

**Shakespeare under the Palms in RPB Commons Park 2024 (King Lear)**

**Crestwood North Park Development: Funding, Bid and Construction**

**Commons Park: Replace Existing Lighting on Driving Range with LED Lighting**

**Mayor’s Benefit Golf Tournament**

# ***Management in Progress 2024 – 2025***

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

**RPB Commons Park Access (EN1902) – Easements for Interconnect Plan Future Access Points to Royal Palm Beach Commons Park; Lot 179 Grouse Lane Entrance to Amphitheater: Construction**

**Semi-Annual Parks Recreation Program Guide Renewal: Implementation**

**Art in Public Places Ordinance: Revision and Adoption**

**Program to Display Local Artist Art Work: Creation**

**Community Education: “Lock Your Vehicle”**

**Sector Patrol Boundaries Analysis (linked to Tuttle Royale Development)**

**Crime Reduction through Directed Patrol Plans**

**Neighborhood Watch/Crime Reduction Program: Expansion**

**ALDI Park PID Remaining Parcels (Developer Driven)**

**Community Residential Homes Administration Mapping**

**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.**

**Manufacturing and Limited Processing Parking Requirements: Evaluation and Direction**

**Village-Owned Utility Boxes Wrapping: Completion**

**Directed Patrol Plans: Expanded Use**

# ***Major Projects 2024 – 2025*** ***Village of Royal Palm Beach***

**Farber Building Renovations: Construction**

**Village Hall Sculpture: Installation**

**Bus Stop: Installation (2)**

**LaMancha Underdrain (ARPA PW2204): Design and Construction**

**Canal Bank Stabilization (APRA PW1806) Round 2: Award and 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):Heron Bay Parkway: ITB, Award and Construction**

**Annual Backflow Preventer Replacement (PW24BF)**

**Storm Drain Outfall Replacement (ARPA – PW22SD): Design, ITB, Award and Construction**

**Sidewalk Trip Hazards Elimination**

**Canal Back Maintenance (ARPA PW2205): Design, ITB, Award and Construction**

**Annual Repairs/Replacements Bus Shelters, (PW22BS)**

**Lamstein Lane Street Lights (CIP FY 27)**

**Earth Day Lake Bank Stabilization Project (PRJ#- EN2301 / Fund-105)**

**Cypress Hall (PRJ#- EN2202 / Fund-105): Construction**

**ADA Improvements phase II Grant Notice to Proceed (PRJ#- EN2302 / Fund-303): Notice to Proceed Construction**

# ***Major Projects 2024 – 2025***

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

**Asphalt Walkways on the Village Hall Campus with Concrete Sidewalks (PRJ#- EN25XX / Fund-TBD) Replacement: Completion**

**Aquatic Vegetation Maintenance**

**Pressure Cleaning Contractor: NTP FY 2024 and Substantial Completion**

**Drainage System Improvements (ARPA PW1903): Design, ITB, Award and Construction**

**Guard Rail Replacement (PW2104): PO Requisition and Construction**

**PBSO Bathroom Renovations (PW2404): Completion**

**Street Restriping (PW24SR)**

**Street Sign R&R (PW24SS)**

**Fountain Replacement (PW2208)**

**New Roof on the Katz Field Building (PR2405): Design, ITB, Award and Construction**

**Boat Dock Repair and Replacement: Direction and Funding (CIP FY 25)**

**Homeplace Park Pickle Ball Courts (2): Design**

**Royal Palm Beach Bike and Pedestrian Access to the Pond Cypress Trail System: Creation**

**Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building**

**Crestwood North Park (PRJ#- PR2102 / Fund-301): Construction**

**Bike Path Trailhead and Signage Plan Grant Notice to Proceed (PRJ#- EN2102 / Fund-303): Notice to Proceed**

**Splash Pad Re-construction at Veterans Park (PRJ#- PR2307 / Fund-302)**

# ***Major Projects 2024 – 2025*** ***Village of Royal Palm Beach***

**Cultural Center Entry Enhancement: Design and Construction (PRJ#- PR2401 / Fund-303)**

**Additional Surveillance Video Cameras at RPB Commons Park: Deployment**

**Comprehensive All Access Playscape: Report with Options and Direction (CIP FY 25)**

**Cypress Hall: Construction and Opening**

**Recreation Center Remodel/Expansion: Final Design, Construction and Opening**

**Annual Vegetation Maintenance**

**Annual Sidewalk Trip Hazards Repair**

**Lake Bank Stabilization Project Completion (EN 2301)**

**Bilbao Street to Okeechobee Boulevard Pathway Replacement (2305)**

**Cypress Key Traffic Signal: Traffic Study and Installation**