

# *PERFORMANCE REPORT 2020 – 2021*

Mayor and Village Council



Royal Palm Beach, Florida  
May 2021



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**A**

**Performance Rating for  
2020-2021**

# Performance Rating for 2020-2021 Mayor and Village Council

## 8.4

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### **Rationale for Rating**

1. Villages COVID-19 Response: Adjusted Services and Village Operations, Quick and Nimble Response
2. Developments continued.
3. Village's Financial Actions and Current Financial Condition
4. Food Distribution: Community Building Activity and Food for Families
5. Outdoor Activities: Concerts, Movies
6. Capital Projects Progress during 2020
7. Village Modified Operations and Service Delivery
8. Concern for Village Employees
9. Census Count during a Pandemic
10. Virtual Meeting and Services
11. Pop-Up Vaccinations
12. Positive Feedback from RPB Residents
13. Village could always improve>

# Performance Rating for 2020-2021 Management Team

## 8.7

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### Rationale for Rating

1. Teamwork and collaboration within Village government and among departments
2. Agility and nimbleness to adjust to changing COVID pandemic guidelines and experiences
3. Low number of COVID cases among Village staff
4. Village online services to residents
5. Refining online payments and collection of Convenience Fees
6. Increased communications with our RPB residents
7. Village continued to run programs and have activities: concerts, pickle ball, summer camps within CDC guidelines; opened Center within CDC guidelines
8. Offering vaccinations at Cultural Center
9. Significant progress and completion of major Village construction projects: Village Hall,
10. Strong pavilion rentals
11. Private developments exploded – building permits up significantly
12. Virtual meeting with developer – worked well, likely to continue
13. Shifted policies daily to respond to the ever-changing situation
14. Teleworking for some Village employees

15. Village employees paid (2/3 at home); kept their benefits
16. Virtual Council meeting worked
17. Efficient delivery of Village services to our community
18. Kept Village staff safe
19. Food Distribution with large number of volunteers
20. Maintained Village cash flow and accounts payable
21. Village work crew kept working – caught up, properties well-maintained
22. Maintained inspections
23. Assisted residents with their computer skills – Village employees went to the residents
24. Respected roles and responsibilities: Mayor and Council Members – trust in Village management and staff
25. Management personally met with each Village employee
26. Continuity of Village services and business operations
27. Expanded outdoor seating
28. Village sensitivity to the personal stresses of residents
29. eMailed pay stubs
30. Safe and healthy work environment and public spaces
31. Positive momentum and energy for full re-opening
32. Village added values to the lives of our residents during a global crisis

**B**

# **Performance Report 2020-2021**

# 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 2035**

**ROYAL PALM BEACH 2035 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 2025**

**Financially Sound Government**



**Responsive Village Services**



**Beautiful, Convenient Community**



**Abundance of Leisure Choices**

**Policy Agenda 2020-2021  
Targets for Action  
Village of Royal Palm Beach**

**TOP PRIORITY**

**\*Balanced Budget FY '21 without a Tax Increase**

**>Village Hall Replacement**

**>Recreation Center Remodel/Meeting Rooms/New Gym**

**\*Shakespeare by the Sea in RPB Commons Park**

**>Community Engagement Strategy**

**\*All Access Park Development**

**HIGH PRIORITY**

**Comprehensive Information Systems Master Plan**

**Public Arts Policy Implementation**

**Lighting for Neighborhoods and Sidewalks**

**>Mobility Hub (State Road 7/Southern Boulevard) Development**

**\*Beer/Wine/Alcohol Sales During Events**

**\*RPB Commons Park Amphitheater Retractable  
Screen and Projector**

# **Management Agenda 2020-2021**

## **Targets for Action**

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

#### **TOP PRIORITY**

- \*Capital Planning – Revenue Projects and Plan (5-Years)**
  - >Hospital Annexation/Hospital Ordinance**
  - >State Road 7: Advocacy**
  - \*Code: Updates**

#### **HIGH PRIORITY**

- \*Chandelier Installation**
- \*Landscape Ordinance: Revision**
- \*LPR Cameras Expansion**
- >Bike Signage/Wayfinding Signs**

# Management in Progress 2020-2021

## Village of Royal Palm Beach

### ► Management in Progress 2020-2021

- \* 1. SunGard/HTE/Analytics Advance Reporting Software: Deployment
- > 2. FOC Data Transport Speeds: Improvements
- \* 3. CRS Annual Report
- \* 4. House Servers Connection CE and Building Inspections in the Field
- \* 5. Census Complete Count
- > 6. CE Mapping on GIS: Completion
- \* 7. Naviline to HTMLS: Upgrade
- \* 8. GIS Property: Update
- \* 9. Sculpture Re-Location: Completion
- > 10. Maintenance Contract: Award Bid [5]
- \* 11. Public Records /Data Request Response
- \* 12. Project DOX and Electronic Permitting System: Implementation
- \* 13. OAS: Training and SOP's
- \* 14. GIS Software Version 10.7.1: Upgrade
- > 15. P & Z Development Application Manuals: Update`
- \* 16. Florida Village Trademark Application
- \* 17. Digital Signature Software
- \* 18. Customer Service Metrics for Community Development
- \* 19. Florida Building Code: Adoption
- > 20. Mobile Mapping and Inspections: Integration for Superion/HTE
- > 21. Real-Time Mapping of Current Open Permits
- 22. Human Resources Civic HR Onboarding
- > 23. Liability and Waiver Forms/Signage: Review
- > 24. Recreation Online Registration and Signature
- \* 25. Municipal Elections
- > 26. Planning Website: Update
- \* 27. Village Infrastructure: Updates
- > 28. Cyber Security: Enhancements
- > 29. Municipal Lien Searches
- > 30. VECTOR Information

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► **Management in Progress 2020-2021**

- > 31. Inspectors/Plan Reviewers Cross Training
- > 32. Map-Based Search for Building Records: Implementation
- \* 33. Saddlebrook Area Streetscape Projects: Direction
- > 34. Schools Zone Flashing Beacons Requirements: Budget FY '21 Funding
- \* 35. ALF Fuel Amount: Code Revision
- > 36. Bus Stops: Update Report
- > 37. Community Education: "Lock Your Vehicle"
- > 38. Sector Patrol Boundaries Analysis
- > 39. Crime Reduction through Directed Patrol Plans
- > 40. Neighborhood Watch/Crime Reduction Program: Expansion
- > 41. Café Operations: Award Contract
- > 42. Father – Daughter Night Out
- > 43. Bob Marcello Park Picnic Pavilion
- \* 44. RPB Commons Large Pavilions [2]: Budget FY '21
- \* 45. RPB Commons Trams [2]: Budget FY '21
- \* 46. Parks Maintenance Contract: Award Contract
- \* 47. Skate Park Chain Link Fence
- > 48. 2<sup>nd</sup> Halloween Event
- 49. Inflatable 5K Event
- \* 50. Tree Inventory in Parks: Completion
- > 51. Mayor's Benefit Golf Tournament
- > 52. Annual Pickle Ball Tournament: Establishment
- 53. Wood Dasher Boards on David Recchio Skate Arena: Replacement
- > 54. Car Portico at Cultural Center
- 55. Royal Palm Beach "Talent Show"
- > 56. Cultural Center Marketing

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# Major Projects 2020-2021

## Village of Royal Palm Beach

### ► Major Projects 2020

- \* 1. Bridge Slope Stabilization
- \* 2. Village Meeting Hall Interior Painting
- > 3. RPB Commons Parking Lot Expansion
- > 4. RPB Commons Lighting
- > 5. Okeechobee Boulevard West Landscape Improvements
- \* 6. Village-Wide ADA Improvement Projects: Installation
- > 7. Parks ADA Compliance Project: Robiner Park
- \* 8. Surveillance Cameras Deployment
- > 9. Canal Dredging Project:
- > 10. Southern/Royal Palm Beach Gateway: Enhancements
- > 11. Civic Center Way Monument Signs
- > 12. Water Treatment Plant
- > 13. Backflow Preventers Replacement
- \* 14. Annual Street Sign Retro Reflectivity
- \* 15. Annual Street Restriping
- \* 16. Annual Street Striping
- > 17. Public Works Lobby – Security Project
- > 18. SR 80 Street Lights: Evaluation
- > 19. Drainage System Improvements (PW 1903): Design
- > 20. Street Lights LED Village Wide
- \* 21. SR 80/Walgreens Bus Stop
- > 22. Crack Fill Program – Pilot Project
- > 23. Canal System Dredging Project
- > 24. FPL Pathway Lighting
- \* 25. Annual Vegetation Maintenance
- \* 26. Annual Sidewalk Trip Hazards Repair
- > 27. LaMancha Avenue Extension: DESIGN
- > 28. RPB Commons Natural Attention: Bi-Annual Testing
- \* 29. Veterans Park ADA Improvements
- > 30. Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence

► **Major Projects 2020-2021** *(Continued)*

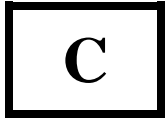
- \* 31. Bike Trail Aggregate in Preservation Park: Budget FY '21
- > 32. Gazebo in Homeplace Park: Budget FY '21
- 33. Katz Soccer Complex Chain Link Fence
- > 34. Bob Marcello Park Pavilion Installation
- > 35. Sports Center Landscape Lighting and Retaining Wall
- \* 36. Bob Marcello Tennis Lighting Replacement
- \* 37. Bob Marcello Fields #2 and #3 Sports Lighting



# **Successes for 2020-2021 Mayor and Village Council Village of Royal Palm Beach**

1. Census County: Hired Intern; Complete Count Effort and Results; Virtual Programs
2. Village Website Upgraded; Received Award
3. uTube Meetings: Great Openness and Transparency; Residents Watching Council Meetings
4. Information Technology Upgrades: Needed during COVID-19
5. Park Security Cameras Installation: Additions
6. GIS Software Upgrade: Installations – Quicker Reports, Minimizing Down Time
7. COVID-19 Pandemic Village Response
8. Drive-thru Free Lunch for Seniors: 200 Seniors
9. Business Booklet: Easy to Have or Start a Business RPB
10. Food Distribution at Commons Park (with Feeding South Florida: Response to Community Needs, Community Volunteers; Real Time Community Building Activities
11. Financially Responsible Budget with No Millage Increase, Responsible Cuts
12. Crimes Drop – 5-Year Trend: Safe Community for All (Slight increase – Aggravated Assaults and Sexually Battery
13. Use of 1-Cent Sales Tax Revenues for Village Infrastructure
14. Village Hall Project – Completed Phase 1: On Schedule, Design
15. Recreation Center: Move to the Horizon
16. Capstone – Senior Assisted Living Facility: Open; Filling Up

17. Communications with Our Community: Enhancement/Increased
18. Weekly Outdoor Events: Movies and Concerts with Food Trucks – Family-friendly events
19. No Negative News Coverage
20. Village Staff Responsibilities: Re-Purposed
21. “Eve” Statute Located to Earth Day Park
22. Shakespeare-by-the-Sea Coming in August 2021 (8 performances)
23. Green Market Relocation to Village Hall: Better Exposure, Expanded to July 2021
24. Awning at the Cultural Center
25. ePermitting Process Instituted and Working
26. Royal Palm/Okeechobee Building with Tenants: Sale to New Owner, Targeted Medical Businesses
27. Chandelier Installed at Cultural Center
28. Traffic Light/Connector between Home Depot and Lowes: Under Construction
29. ADA Compliance Projects: Grant \$1.2 million secured
30. South Gateway Entrance Sign: Modernization and Upgrade
31. Walgreen Bus Stop: Installed
32. Avoided an Election



## **Department Performance 2020-2021**

# DEPARTMENTAL SUCCESSES 2020-2021

## Royal Palm Beach, Florida

April 2021

### DEPARTMENT: Village Clerk's Office

Please list your department's most important achievements that were completed during 2020-2021 under "Success". Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success:** Preparation for 2021 Municipal Election (No Election held Incumbents Unopposed)

**Impacts:** Prepared packets for candidates as well as qualified Groups 2 and 4.

**Success:** Updated and Amended Policy and Procedures for Responding to Public Records Request

**Impacts:** Conformed policy to State Law changes; streamline process for responding.

**Success:** Created a Policy and Procedure for Responding to Data Requests

**Impacts:** Facilitate responses for records maintained in electronic databases and provide in a user requested format.

**Success:** Coordinated, completed and retained Village wide response to approximately 400 Public Record Requests

**Impacts:** Transparency in government.

**Success:** Processed approximately 1,100 Municipal Lien Searches

**Impacts:** Fast response helps residents streamline refinancing, sells and purchases of homes. Facilitates payment and resolves code enforcement liens.

**Success:** Assisted the SOE with polling locations agreements and coordination with all Village precincts (i.e. Village Hall, Cultural Center and Recreation Center) for November 4, 2020 Presidential Election

**Impacts:** Facilitated civic engagement by residents and established rapport with the new Supervisor of Elections

**Success:** Adapted agendas and protocols for all public meetings in response to COVID-19 pandemic

**Impacts:** Made it easier and safer for resident participation.

**Success:** Processed approximately 150 new RV lot tenants between the two lots, tracked and enforced existing leases.

**Impacts:** Offers residents the option for economical and convenient RV storage and prevents possible code violations.

**Success:** Laserfiche document imaging program is current

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

**Success:** Managing Alternate Staff Schedules during Covid-19 prevention procedures

**Impacts:** Providing services was not limited to anything other than normal business.

# DEPARTMENTAL SUCCESSES 2020-2021

## Royal Palm Beach, Florida

April 2021

### DEPARTMENT: Community Development

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Please list your department's most important achievements that were completed during 2020-2021 under "Success". Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success:** Implemented and maintained safe and professional working environment during Covid pandemic.

**Impacts:** Residents and customers provided service without interruption.

**Success:** Created complete emergency E-permitting .pdf system to process applications.

**Impacts:** Provided safe environment to provide services to our public.

**Success:** Formally implemented Project Dox

**Impacts:** Customers can see progress of applications through our review process.

**Success:** Completed (2) Assisted Living Facilities

**Impacts:** Aging residents can find services closer to loved ones.

**Success:** Completed over 50% of Bella Sera SF Homes

**Impacts:** Large development is making available homes for new residents.

**Success:** After a long transition we are now fully staffed.

**Impacts:** Fully staffed, we can provide residents services in the most efficient manner.

# DEPARTMENTAL SUCCESSES 2020-2021

## Royal Palm Beach, Florida

April 2021

### DEPARTMENT: Engineering

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Please list your department's most important achievements that were completed during 2020-2021 under "Success". Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success:** The Engineering Department adapted to the Covid-19 Pandemic, adopting new communication methods while sticking to CDC guidelines.

**Impacts:** The Engineering department was able to provide its full range of services with minimal delays.

**Success:** GIS emergency time tracking and app was modified and utilized to track time related to COVID-19 preparatory measures by Village Staff. COVID-19 time tracking dashboard was created.

**Impacts:** While emergency management apps are typically used for weather related emergencies, these apps were able to be modified to use to track staff time related impacts to the Village for COVID-19 related activities.

**Success:** Village Wide ADA (EN1601)

**Impacts:** Construction of ADA Curb ramps and sidewalk connections at 87 intersections in Palm Beach Colony, The Willows, and Counterpoint Estates. Project included minor drainage work, such as constructing sidewalk drains and coring existing catch basins.

**Success:** Bob Marcello fields 2 and 3 & Commons Lighting (PR1806,PR1720,PR1903)

**Impacts:** Replacement of the existing sports lighting with LED lighting for Baseball Fields 2&3 and the Tennis Court at Bob Marcello Park. Construction included the addition of LED lighting for the grass parking areas at Commons Park.

**Success:** As part of a new FPL program that the Engineering Department took part in, residential streetlights in the Royal Palm Beach Colony and Counterpoint Estates have been upgraded to LEDs. The Engineering Department researched current nationwide issues with the new trend of converting to LED, and chose to use warm temperature color light.

**Impacts:** These neighborhoods have a much more effective street and sidewalk lighting network, both in terms of visibility and power cost efficiency.

**Success: Installed LED sports lighting at Bob Marcello Park and Commons Park.**

**Impacts:** Ballfields 2&3 and the tennis courts of Bob Marcello and the overflow parking lots of Commons Park are now lit much better and more cost-efficiently.

**Success: The Engineering Department earned a \$515,000 grant for ADA Improvements to the La Mancha neighborhoods.**

**Impacts:** Residents will have federally-funded ADA improvements, such as proper curb ramps and crosswalks, which will make pedestrian travel safer and more efficient.

**Success: The Engineering Department secured an FPL Right of Way Consent Agreement for multiple proposed projects in the FPL Pathway.**

**Impacts:** The pathway lighting and pond projects can now be constructed.

**Success:** GIS insured assets map has been created and reconciled with the Village's schedule of values insurance table.

**Impacts:** This insured assets map allows emergency staff to track insured assets during an emergency event and assess damages as necessary. The map also acts as a QA/QC tool to confirm newly constructed assets are added to insurance schedule.

**Success:** CRS Annual Re-certification complete.

**Impacts:** This re-certification allows the Village to maintain its Level 6 rating in CRS.

**Success:** GIS Software update across the entire platform to current versions and implementation of ArcGIS portal.

**Impacts:** Using current GIS software is vital to maintain the ability to utilize all data types and synchronize data with other organizations. The current implementation allows for greater control and security across the platform.



**Success:** Bridge Slope Stabilization (PW1806)

**Impacts:** Re-establishment and armoring of the canal banks at two canal crossings on Royal Palm Beach Boulevard.

**DEPARTMENTAL SUCCESSES 2020-2021**  
**Royal Palm Beach, Florida**  
**April 2021**

**DEPARTMENT: Finance**

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Please list your department's most important achievements that were completed during 2020-2021 under "Success". Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success: Obtained budget Award.**

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

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

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

# DEPARTMENTAL SUCCESSES 2020-2021

## Royal Palm Beach, Florida

April 2021

### DEPARTMENT: Human Resources

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Please list your department's most important achievements that were completed during 2020-2021 under "Success". Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success:** The HR Dept became a resource of information for COVID.

**Impacts:** Employees felt they were informed during a crisis, and had information available to them.

**Success:** Successfully updated and implemented new policy rather quickly to address the challenge of COVID

**Impacts:** Able to have policies in place for compensation during an emergency

**Success:** Implemented E-Verify

**Impacts:** Able to be in compliance and verify employees

**Success:** **Virtual Open Enrollment**

**Impacts:** First step in training employees that the new way to do things will be virtual and online

**Success:** **Virtual Lunch and Learn**

**Impacts:** Continued to educate employees on FRS benefits

**Success:** Completed a sensitive investigation during a time of heightened challenges

**Impacts:** Entire Departments moral is better and issues got addressed that needed to be corrected

**Success:** Created all new HR Forms in fillable PDF format

**Impacts:** Eliminated the need to interoffice forms and meet with people.

**Success:** Worked with IS to create a simple system to get forms signed until other software could be implemented

**Impacts:** Minimized the need for paper and increased efficiency of forms.

**Success:** **Implemented a virtual work from home policy and procedure/approval process**

**Impacts:** Allowed for Continuity of operations during the pandemic

**Success:** **No increase in benefit costs**

**Impacts:** Helped make healthcare more affordable by having no increase and being able to give a COLA and MERIT

**Success:** We paid employees and kept benefits in tact throughout COVID

**Impacts:** Although buildings and services were limited, we kept full staff employed until June.

**Success:** Getting all the MERITs/COLA and year end HR benefits done with a new payroll person with little to no issues

**Impacts:** Error corrections were kept to a minimum and the implementation went smoothly so everyone got paid correctly and timely.

**Success:** Settled a long term liability suit

**Impacts:** Can finally put it to rest and stop spending so much time and effort on it.

# **DEPARTMENTAL SUCCESSES 2020-2021**

## **Royal Palm Beach, Florida**

**April 2021**

### **DEPARTMENT: Information Systems**

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Please list your department's most important achievements that were completed during 2020-2021 under "Success". Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success: GOLive of Building and Planning ePermitting (ProjectDox): Application Submittal and ePlan Review System.**

**Impacts:** Allows for plan/document collaboration between departments, markup, approval, with seamless integration to Naviline Building Permits/Planning Project modules. Replacing paper-based Building Permit & Planning Approval application submittal and manual plan review process. Allowing Citizens to apply, submit plans, ask questions, and review where their application is in the review process electronically, from the convenience/safety of their home 24/7/365. Therefore, reducing in-person interaction and spread of COVID19.

**Success: COVID19 Response: accelerate deployment of online and onsite initiatives:**

- **Roll out of computer equipment, training, and support to stay-home staff.**
- **Implemented physical safety measures to ensure social protection for in-office staff**
- **Deployed, trained, and support to staff/public in the use of web conferencing platforms. To allow for remote public/private meetings**
- **Create and maintain COVID19 Citizen web portal with up-to-date services and pandemic information**
- **Provide remote and in-person assistance to Citizens with new/existing online services**
- **Address cyber security vulnerabilities and risks associated with remote logins to Village systems.**

**Impacts:** Rapid and effective deployment of online services, training, physical safeguard, and setup of remote staff, ensured uninterrupted continuity of vital services to Citizens.

**Success: Deployed CentralSquare AnalyticsNow Software**

Advance-reporting software. AnalyticsNow will allow end-users to create/edit their own reports, from NaviLine/H.T.E. data and most other Village databases, without knowing the complex relationships in databases. Managers will be able to set "scorecards" to help automate and track the progress of objectives, allowing decision makers to monitor financial key performance indicators, link strategy and tactics, capture organizational strategy visually, and focus on high-priority objectives

**Impacts:** This will allow end-users to query Naviline Financial, Community Development, FA, HR/Payroll, Land Management, and PE databases. Configuring of Managers' dashboards/scorecards in Naviline to quickly track things such as financial key performance indicators, CIP activities/balances, track number of issues permits, etc...

**Success: NaviLine HTML5 Software Upgrade**

**Impacts:** Enhancements to Public Administration Management software functionality & security.

**Success: ArcGIS Server/Client Software Upgrade 10.7.1 Software Upgrade and GIS Portal Implementation**

**Impacts:** Enhancements to Village's on premise geographic information system for better analysis and sharing of information visually via maps

**Success: LaserFiche Electronic Document Archival & Retrieval System 7.4 Upgrade**

**Impacts:** Enhancements to workflow, search/retrieval, routing of electronic records, and auto import of Naviline metadata to LaserFiche document index card.

**Success: Deployment video surveillance systems and infrastructure upgrades to following parks/facilities:**

- **Veterans Park – 11 IP cameras & upgrade to fiber infrastructure**
- **Camellia Park - 5 IP cameras**
- **Bob Marcello Park: 21 IP cameras / 6 wireless radio**
- **Vivian Ferrin Park: 5 IP cameras**
- **Todd Robiner Park: 5 IP cameras**
- **RecCenter Complex: 23 IP cameras**
- **RecCenter Parking & Katz Park: 12 IP cameras**
- **RV Lot – Cable infrastructure repair and replacement of 5 IP cameras.**

**Impacts:** Increase community safety. Effectively deter, document, and reduce crime.

**Success: Security Measures Deployment/Enhancements**

- February 2020: Home Land Security onsite employee cyber security awareness training
- March 2020: 2-Factor Authentication - Disabled OWA for non-remote users.
- Moved application using LDAP to LDAPS to encrypts credentials
- Enhanced VPN Encryption
- Downgrade user authority on local machines
- Enforce higher encryption for all Active Directory devices
- Enhancements to network security via Group Policy.

**Impacts:** Mitigates financial and legal impact associated with a Cyber Attack to Village voice/data and network infrastructure.

**Success: Activate Naviline/Click2Gov credit card convenience fees:**

**Impacts:** Allow Citizens the convenience to use credit card to pay for Building/Planning/Engineering services online/onsite, while offsetting Village card-processing costs.

# DEPARTMENTAL SUCCESSES 2020-2021

## Royal Palm Beach, Florida

April 2021

### DEPARTMENT: Parks & Recreation

Please list your department's most important achievements that were completed during 2020-2021 under "Success". Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success:** Conduct a Summer Camp program while adhering to COVID guidelines and protocols.

**Impacts:** Allowed participants to engage in physical and social activities in a clean and safe environment.

**Success:** Provide a Pickleball program while adhering to COVID guidelines and protocols

**Impacts:** Allowed participants to play Pickleball in a clean and safe environment.

**Success:** Re-opening the Fitness Room while adhering to COVID guidelines and protocols.

**Impacts:** Allowed participants to exercise in a clean and safe environment

**Success:** Conduct a Youth Baseball season while adhering to COVID guidelines and protocols

**Impacts:** Youth Baseball was able to have a fall season while adhering to COVID safety guidelines

**Success:** Conduct Movie Nights and Concerts in the Park at Commons while adhering to COVID guidelines and protocols.

**Impacts:** Allowed attendees to engage with the community and enjoy leisure activities in a safe environment.

**Success:** Installation of cameras in the Recreation Center & parking lot, Skate Park, R/C Track, Basketball Courts, Katz Soccer Complex, Ferrin, Todd Robiner, Camellia & Bob Marcello Parks.

**Impacts:** Cameras enhance security and safety for the community and patrons.



**Success:** Installation of fencing around playground area in Robiner and Preservation Parks

**Impacts:** Provides security by confining children within a specified area.

**Success:** Conducted weekly drive through food distribution through 'Feeding South Florida' program in Commons Park

**Impacts:** Helped those in need during the pandemic. Brought various civic organizations as well as individual volunteers together for a common cause.

**Success:** Installation of chandeliers at Cultural Center

**Impacts:** This addition makes the facility more appealing for events and to potential renters.

**Success:** Maintained relationship with YAH board members through in person meetings.

**Impacts:** The meetings provided board members to discuss important topics and find creative ways to engage the senior population such as conducting a drive through luncheon during the COVID pandemic.

**Success:** **Conducted a successful and safe Green Market during COVID**

**Impacts:** Allowed attendees to engage with the community and purchase goods in a safe outdoor environment.

**Success:** Conducted a successful early childhood learning program at the Recreation Center during COVID

**Impacts:** Allowed participants ages 3 to 5 the opportunity to socially interact with their peers and prepare for school while adhering to COVID protocols and guidelines.

**Success:** Obtained alcohol vendor for community events

**Impacts:** Makes for a more enjoyable event for adults

**Success:** **Purchased movie screen and projector system**

**Impacts:** Enables the village to hold indoor/outdoor movies at various locations without having to hire a vendor.

**Success:** Installation of Retaining wall at Commons Sporting Center

**Impacts:** Contain landscaping and prevent erosion.

**Success:** Park Maintenance Contract Awarded for maintenance of (8) neighborhood parks.

**Impacts:** Aids in maintaining parks LOS without adding staff.

**Success:** Skate Park wood dasher boards replaced with 6” high chain link fencing

**Impacts:** Safety and security

**Success:** Scheduled a “Shakespeare By The Sea” production at Commons Park, August 2021

**Impacts:** Establishes a new cultural event for all to enjoy.

# DEPARTMENTAL SUCCESSES 2020-2021

## Royal Palm Beach, Florida

March 2020

### DEPARTMENT: Planning & Zoning

Please list your department's most important achievements that were completed during 2020-2021 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:** Maintained a permit tracking spreadsheet for all incoming Building Permits requiring Planning and Zoning Department review.

**Impacts:** Provides for more efficiency and accountability for permits being reviewed by the Planning and Zoning Department.

**Success:** Weekly Staff Meetings

**Impacts:** Provides an opportunity for the Dept. to meet to discuss current development projects. The development application is updated.

<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> 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> 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> Continue to provide an efficient review and management of development applications, which consisted of 184 up from 137 Land Development Applications last year.
<b>Impacts:</b> Allows Applicant to get through the approval process in a timely manner to begin construction and bring financial gain to the Village in the way of application fees, impact fees, permit fees, taxes, etc.

<b>Success:</b> Successfully reviewed and signed off on issuing 686 Business Tax applications
<b>Impacts:</b> The impact of this is to facilitate new business throughout the Village which provides employment opportunities and improves property values of properties within the Village

<b>Success:</b> <b>Continue to provide an efficient review of building permits, which consisted 1,568 up from 1,145 building permits from last year.</b>
<b>Impacts:</b> Building permits generally correspond to land and building improvements, which in turn usually puts upward pressure on property values and increases the tax base.

<b>Success:</b> Successfully 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 tracked the legal review cost recovery program
<b>Impacts:</b> This enables the Village to recover costs related to specific development applications by billing the Applicants.

<b>Success:</b> <b>In conjunction with the Village’s Attorney Code Amendments were processed as part of the Strategic Plan Management Action G-3MA10 Code Updates and Per Village Council’s direction Staff brought before Council for Approval Code Amendments pertaining to Electric Charging Stations; Adult Daycare, and Birthing Centers.</b>
<b>Impacts:</b> These amendments were intended to update Village Code in in response to new land uses and growing trends.

<b>Success:</b> Worked closely with the IS Department to help with the progress on developing User Guides and video posted to website to satisfy Management in Progress G-2MIP14.
<b>Impacts:</b> This will bring convenience to our Applicants and streamline the review process.

<b>Success:</b> <b>In conjunction with the Village’s Attorney Code Amendments were processed as part of the Strategic Plan Management Action G-3MA10 Code Updates and Per Village Council’s direction Staff brought before Council for Approval Code Amendments pertaining to required landscape materials and specimen tree replacement standards.</b>
<b>Impacts:</b> This reduced tree size replacement requirement, shrub number requirements and specimen tree replacement requirements makes for more manageable landscaping requirements for the residents and Staff.

# DEPARTMENTAL SUCCESSES 2020-2021

## Royal Palm Beach, Florida

### April 2021

#### DEPARTMENT: Public Works

Please list your department's most important achievements that were completed during 2020-2021 under "Success". Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success:** Bridge Slope Stabilization, PW1806; Consultant completed design plans for all bridges. Bid & let the first 4 bridges. Contractor met substantial completion on 1/25/2021. This is a multi-year project.

**Impacts:** This project is required to meet State of Florida requirements for bridge maintenance.

**Success:** Traffic Signal Control Cabinets, PW1805; Completed the installation of the traffic signal control cabinets. The intersections at RPB Blvd/Sparrow Dr; RPB Blvd/Ponce de Leon St; and RPB Blvd/LaMancha Ave were improved by adding flashing yellow arrows (FYA) at the intersections.

**Impacts:** The improvements were needed to upgrade the Village traffic signals to current technology. The upgrades eliminated split phasing at intersections, which will allow the intersection to function more efficiently. The FYA improvements allow for permissive left turn movements, which also allows the intersection to function more efficiently.

**Success:** Trucks, PW20TR; DPW purchased the replacement of two (2) trucks, two (2) cargo vans, and one (1) bucket truck in the DPW fleet. This project is complete.

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

**Success:** PBSO Flooring, PW2003; the project consists of replacing flooring in carpeted and tiled areas of the building; replacing light fixtures with LED fixtures; remodeling the women's locker room; and, remodeling the kitchen. This project is complete.

**Impacts:** The remodeling was required to replace carpeting that was worn and had met its useful life. Public Works replaces existing lighting with LED lighting in areas where remodeling work is done to meet the recommendations of the Evaluation of Utilities report.

**Success:** Civic Center Way Monument Signs, PW2004; DPW has executed CSA with our landscape architect for the design and permitting for the monument signs. The signs will identify the locations of the Cultural Center, the Palm Beach County Library, and PBC Midwestern Service Center. The design is 90% complete and the project will be let in conjunction with the new Village Hall construction project.

**Impacts:** The wayfinding signs are needed on the Cultural Center campus to direct drivers to their destination.

**Success:** Equipment Replacement, PW2001; DPW issued P.O.'s for a 15 ft. flexwing rotary mower; 20 ft. boom mower; Vactron unit; Gator utility vehicle. We have received the flexwing rotary mower, Gator and Vactron unit in FY20. The 20 ft. boom mower was delivered in December 2020. This project is complete.

**Impacts:** The replacement of equipment is part of our long-term equipment replacement program.

**Success:** FOC Painting, PW2005; DPW has completed the painting of the FOC building. During the prep for painting we identified roofing work that was required. The roof repair work is complete. We replaced the gutter to finish the project.

**Impacts:** The painting project is part of the normal building maintenance.

**Success:** VMH Interior Painting; DPW quoted and completed the interior painting of the VMH.

**Impacts:** The painting project is part of the normal building maintenance.

**Success:** Okeechobee Blvd West Landscape Improvements, PW2006; DPW executed a CSA with our landscape architect for the design and permitting of the proposed improvements. The consultant has completed the design and permitting for the project and DPW will be letting the project.

**Impacts:** The project is for the improvement of the streetscape and is funded in the Beautification Fund.

**Success:** DPW has installed the bus stop on SR80 near Walgreens. This project is complete.

**Impacts:** The bus shelter that was constructed was designed to meet ADA requirements. The shelter will benefit the users of the Palm Tran system by providing cover during inclement weather.

**Success:** DPW evaluated the replacement of guardrails at six (6) bridges and prepared a capital project, PW2104, Guard Rail Replacement, for inclusion in the FY2021 CIP. The bridges are located on Ponce de Leon St., Goldfinch Ln., Raven Ct., Grandview Way, Bobwhite Rd., and Madrid St.

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

**Success:** Prepared a CIP, PW2107, School Zone Flashing Beacons, for inclusion in the FY2021 CIP. The project is to evaluate the need/requirement for school zone flashing beacons. Additionally, identify locations and prepare capital project for adding flashing warning signs for school crossings on Crestwood Blvd. at the intersections of Sparrow Dr. & Park Road N.

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

**Success:** Developed a capital project, PW2105, Street Light Replacement - LaMancha, for inclusion FY2021CIP, to replace 50 cooley-hat/contemporary lights on Ponce de Leon St., Gibraltar St., Santiago St., and Alcazar St. with concrete poles and LED cobra head fixtures.

**Impacts:** The existing lighting has reached its useful life and needs to be replaced.

**Success:** Prepared a CIP, PW2102, Street Light Fixture Replacement - LED, for the FY2021 CIP budget. The project is for the replacement of street light fixture heads with LED fixture heads in areas that the Village maintains the streetlights.

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

**Success:** Backflow Preventer Replacement, PW20BF; Ongoing project.

**Impacts:** The backflow preventer replacement project is to insure that all backflows are tested, repaired and/or replaced, as needed, annually. The program is required by Palm Beach County cross-connection control rules.



**Success:** Sidewalk Trip Hazards; DPW completed the repair of sidewalk trip hazards throughout the Village that were identified in FY2020.

**Impacts:**

**Success:** Sidewalk Pressure Cleaning; DPW updated the bid package and re-bid for FY20. Completed the sidewalk pressure cleaning work for FY20.

**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.

**Success:** A/C Replacement, PW20AC; We have completed the replacement of AHU-3 & AHU-4 at the Recreation Center and upgraded the A/C controls at PBSO District 9.

**Impacts:** The replacement of air conditioning units is part of our long-term a/c replacement program.

**Success:** Street Sign R&R, PW20SS; Completed the purchase and installation of all signs in Zone 3.

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

**Success:** Street Restriping, PW20SR: Completed restriping of crosswalks and stop bars at various locations throughout the Village.

**Impacts:** The street restriping was completed in accordance with FDOT standards. The striping benefits the traveling public by increased visibility of the roadway markings.

**Success:** DPW prepared a CIP, PW2106, Belvedere Road Lighting, for the FY2021 CIP. The project is for the installation of additional lighting on Belvedere Road at two locations.

**Impacts:** The roadway lighting improvements aid motorist and pedestrian use of the roadway. The lights near the roundabout provide better visibility of students at the bus stop at this location.

**Success:** Evaluation of the Effectiveness of the Village’s Stormwater Management Program (SWMP); DPW entered into a CSA with CDM Smith to provide the evaluation of our SWMP. CDM Smith completed the evaluation and determined that the Village’s SWMP was effective and no changes or additional best management practices were needed.

**Impacts:** The Evaluation of the Effectiveness of the Village’s Stormwater Management Program (SWMP) was a requirement of the Village’s NPDES MS4 Permit and was submitted with the FY 2020 Annual Report.

# DEPARTMENTAL SUCCESSES 2020-2021

## Royal Palm Beach, Florida

### April 2021

#### 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 2020-2021 under "Success." Under "Impacts", please explain what the benefits to the Village and to a resident were as a result of each achievement.

**Success:** Operation Pill Drop at the Palm Beach County Sheriff's Office District 9 Substation has been a success since being brought to Royal Palm Beach and has provided the opportunity for residents in the Village and surrounding areas to drop off unused/unwanted prescription drugs safely and effectively.

**Impacts:** This program removes thousands of pounds of unwanted/unused prescription drugs from the homes of residents thus 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 thus making this free disposal program available to the residents of Royal Palm Beach is essential in the fight against unnecessary deaths. The residents of Royal Palm Beach have come to rely on the Pill Drop to dispose of their unwanted prescription drugs. Last year 118 lbs. of pills were unwanted prescriptions processed through evidence for disposal.

**Success:** Due to COVID-19 and CDC restrictions, the Police Athletic League District 9 Boxing Program (P.A.L.) was only open to the public from January thru March (three (3) months). During that time school age kids attended weekly between the hours of 3-7 p.m. Participant's ages range from 11 to 17 years of age. Last year over approximately 62 different students participated in the program, which resulted in 404 visits to the P.A.L. Boxing gym. Additionally, five (5) additional Volunteer Coaches were added to the Royal Palm Beach PAL program

**Impacts:** The P.A.L. Boxing Program assists boys and girls in much more than just learning the sport of boxing. This program was established to give positive exposure to at-risk youth or individuals who may not have much guidance in their lives and show that law enforcement is there to help them.

**Success:** The utilization of P.B.S.O. COP Units in traffic situations, high profile events and special projects while providing new innovative training, and updated equipment utilized by these Volunteers. In 2020 Volunteer hours totaled 1494, which is a cost savings to the Village of \$12,788.00. In addition, several COP Units are trained on how to program and move the Message Boards regularly utilized to thwart crime and reduce complacency. They regularly utilize a “tag reader” vehicle identifying stolen vehicles in local residential and business areas.

**Impacts:** Volunteers are valued greatly 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 law enforcement aspects. Their skills are different than most other volunteers in the department, and due to their skills, training, and unique partnership with deputies District 9 deputies are able to utilize them in traffic and other high profile situations that free up deputies to respond to ongoing calls. Segways are utilized when the members of the District 9 COP assist at the four large events that the Village of Royal Palm Beach holds each year at Commons Park. Their assistance during these projects and more are essential in our goal to keep the citizens of Royal Palm Beach crime free and safe at all times.

**Success:** District 9 is fortunate to be the only district in Palm Beach County to have a Community Outreach Coordinator assigned to the district. Communication is the key to a successful partnership with residents and business owners. Community meetings, Crime Prevention Meetings and Neighborhood Watch Programs are planned and carried out regularly at the request of the communities, which assists in keeping the lines of communication open between law enforcement, and the community. Participating in and spearheading community programs and events are on the forefront of District 9’s ability to stay visible and part of the community. The Community Outreach Coordinator is someone the community members in Royal Palm Beach have come to rely on for a seamless line of communication with the Sheriff’s Office. This allows the Sheriff’s Office to maintain a partnership with members of the community, which is essential especially when trying to reduce crime and encourage reporting of crimes and suspicious incidents. In addition to the Community Outreach Coordinator attending meetings, she also coordinated and attended many special projects last year which include Crestwood Parent Connection, Easter Bunny Inc., School Supply Drive with local elementary schools, Thanksgiving Food Drive partnering with Rotary, Shop with a Cop and several Law Enforcement Appreciation presentations.

**Impacts:** The Community Outreach Coordinator works closely with all deputies 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. Hundreds of people are taught and influenced in the area of crime prevention each year, which is an essential part of reducing crime and

(continued)

**Impacts:** apprehending criminals. The contact made through deputies and the Sheriff's Office participating in outreach programs/events has made community members more at ease when having to contact or deal with law enforcement officials if a situation deems it necessary.

**Success:** **High profile, proactive approaches to combating Vehicle and Residential Burglaries is a must 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 which often leads to Truants being picked up and returned to schools. District 9 picked up 36 Truants in 2020 once again making Royal Palm one of the leading districts in all of Palm Beach County.**

**Impacts:** Residential Burglaries decreased in 2020 due to the proactive posture taken by deputies. Returning truants back to school where they belong helps in minimizing the chances they will commit a crime of opportunity in and around the school or in their communities.(70% reduction)

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

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

**Success:** P.B.S.O. District 9 is one of only four locations throughout Palm Beach County that provides fingerprinting services. In 2020, District 9 processed 197 requests for fingerprints (March 17<sup>th</sup> last date of service).

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

**Success:** Inter-agency Units Proactive Approach to Crime and Crime Prevention. Through the utilization of all P.B.S.O. assets/units, District 9 is able to request and deploy an array of different policing tactics depending on current needs and criminal activity. In 2020 Marine Unit hours totaled 47.5, Mounted Unit hours totaled 57.5 and Bike hours 307.5 hours.

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

**Success:** Utilizing the District 9 ATV's for patrol, special events and specific complaints in the Village of Royal Palm Beach. Six (s) additional deputies were ATV trained and certified 2020

**Impacts:** Patrol vehicles cannot get everywhere; therefore, there are several different modes of transportation utilized to catch criminals in the act. ATV's are certainly one of those vehicles, and allow law enforcement to patrol parks, nature preserves and other terrain that would be difficult for regular patrol vehicles to patrol.

**Success:** District 9 has a full time ARU Specialist assigned to the front lobby as the first point of contact with the public. In efforts to minimize any COVID issues, a Thermal Body Scanner was purchased. Although the lobby was closed to the public, information was provided for the public to follow on the manner by which calls for service could be answered.

**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 2020 the District 9 ARU Specialist handled 486 calls with 328 case numbers pulled.

**Success:** District 9 utilized unconventional ways to thwart crime and remain high profile in the Village of Royal Palm Beach. The four-passenger Polaris 4X4 allows deputies to travel in areas that are difficult for patrol vehicles to patrol. Six (6) additional deputies were ROV trained and certified in 2020.

**Impacts:** Specialty vehicles such as this are truly an asset to a Community Policing District such as District 9 – Village of Royal Palm Beach. Many special events and/or high profile calls many times have the need for transportation and high visibility other than a patrol vehicle. This Polaris 4X4 will allow District 9 certified personnel to respond to events and areas needed.

**Success:** District 9 personnel worked with members of the Palm Beach County Sheriff’s Office Information Systems and Narcotics Bureau to install a surveillance system in and around the perimeter of the District 9 Substation.

**Impacts:** This equipment is a continuation of the past two years of efforts to upgrade and install items to assist in Target Hardening the Palm Beach County Sheriff’s Office District 9 Substation.

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

- Operation Bus Stop Safety
- Operation: Safe Zones Keeping Our School Zones Safe Calendar Year 2020

**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 who were passing busses that were picking up and letting off students.

**Success:** District 9 utilizes a Bait Vehicle to catch would-be-criminals and thwart crime.

**Impacts:** The Bait Vehicle continues to allow District 9 to displace criminal activity by posing the perception of law enforcement presence in needed areas.

**Success:** District 9 obtained two (2) additional Variable Message Boards through a COVID-19 Grant as a joint applicant with the Village of Royal Palm Beach.

**Impacts:** The messaging boards are used as a high visibility means by which to convey important safety messages to the public.

**Success:** **2020 afforded District 9 Command Staff to have the previously started upgrade projects completed in the district. These upgrades included:**

- **the relocation and update of the CDO Office and Report Writing Room**
- **upgrade of all shelving and appliances in District kitchen**
- **new modular furniture for Street Team Office**
- **furniture for Executive Officer, Administrative Secretary and C.O.C./Crime Prevention Practitioner**
- **replacement of carpet with laminate flooring throughout the district**
- **new shelving and organization for storage room**
- **the removal of antiquated filing cabinets in Central Records**

**Impacts:** There are many different disciplines in law enforcement. It is essential to ensure all aspects of enforcement and investigations have the proper, updated tools and equipment needed to thoroughly do the job.

**Success:** District 9 obtained a new Dodge Durango, which replaced the antiquated surveillance platform van in addition to a night on surveillance scope and a long distance surveillance spotting scope. Additionally, the continued use of the five (5) unmarked Street Team vehicles in order to displace and thwart crime.

**Impacts:** The District 9 Street Team is utilized in many different capacities, but one that is essential to solving and thwarting crime is the utilization of undercover vehicles and personnel. These vehicles allow Street Team members to continue that work and not become compromised.

**Success:** finalized the work with the Village of Royal Palm Beach and were able to update the following ordinances:

- Criminalize Trespass Ordinance for Public Property/Lands
- Adopted Palm Beach County Ordinance Sec. 18-7 Solicitation and Distribution on Public Roads

**Impacts:** Having laws that allow deputies to patrol and protect all those who work, live and visit Royal Palm Beach is essential. As homeless move in and out of the area, these two areas of enforcement will allow deputies to make contact and inform of resources available as well as displacing anyone who is either trespassing on private property or hindering traffic flow.

**Success:** Having the proper tools and equipment allow members of law enforcement to do their jobs appropriately, professionally and in a reasonable amount of time with minimal impact on the community they serve. Additional equipment was purchased with both budgeted funds and funds obtained through the COVID-19 Grant. That equipment included:

- A portable L.P.R. Reader
- Flotation rope bags for all deputies
- Arlo cameras
- PPE equipment
- Decontamination Fogger System

**Impacts:**



# *LEADER'S GUIDE*

## *20201*

**FINAL REPORT**

Mayor and Village Council



Royal Palm Beach, Florida  
May 2021



Lyle Sumek Associates, Inc.

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# **SECTION 1**

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## **LEADERSHIP AND STRATEGIC PLANNING WORKSHOPS: AGENDA**

# **LEADERSHIP AND STRATEGIC PLANNING WORKSHOP**

**Mayor and Village Council  
Village of Royal Palm Beach  
May 2021**

## ***OBJECTIVES/OUTCOMES***

- **To enhance the Mayor and Village Council as the Village's governing body and their leadership in Royal Palm Beach community**
- **To re-introduce the strategic planning model for Village of Royal Palm Beach – re-connecting the basic components**
- **To provide an opportunity for the Mayor and each Council Members to share and discuss their ideas about Royal Palm Beach today and to discuss trends for the future**
- **To review the Royal Palm Beach's performance for the past year – successes and achievements and their value to the community**
- **To review/re-focus the Royal Palm Beach Vision 2036**
- **To have a strategic discussion on critical issues facing Royal Palm Beach Village government and community**
- **To review/refine the Strategic Plan 2021 – 2026 – 2036**
- **To develop an Action Agenda 2021-2022 – Action Outlines with Policy Calendar**
- **To establish the Mayor and Village Council Priorities 2021 – 2022**
  - **Policy Agenda 2021 – 2022: Top Priority and High Priority**
  - **Management Agenda 2021 – 2022: Top Priority and High Priority**
  - **Management in Progress 2021 – 2022**
  - **Major Projects 2021 – 2022**
- **To define/refine the governance process – Mayor & Village Council-Village Manager**

## ***AGENDA***

- 1. Leadership and Strategic Planning Workshop: Overview**
  - a. Objectives/Outcomes**
  - b. Agenda**
- 2. Strategic Planning for Village of Royal Palm Beach: Driving the Community to the Future**
  - a. Five Basic Components**
  - b. Process Overview**
- 3. Performance Report 2020 – 2021**
  - a. Village Performance Rating for 2020 – 2021**
    - i. Mayor and Village Council**
    - ii. Management Team**
  - b. Village Successes for 2020 – 2021**

- c. Departmental Successes for 2020 – 2021**
  
- 4. Are You Ready for...?**
  - a. Societal Changes – Time of Transition and Bold Decision Making**
  - b. COVID-19 Pandemic: Learning and Opportunities**
  
- 5. Royal Palm Beach Today**
  - a. Strengths**
  - b. Areas for Improvement**
  - c. Threats to our Future**
  - d. Opportunities for our Future**
  - e. Message from our Community**
  
- 6. Looking to Royal Palm Beach's Future**
  - a. Success in 2026**
  - b. Action Ideas for 2021 – 2022**
  - c. Executive Top “11”**
  
- 7. Strategic Discussions on Critical Issues**
  - a. Outcomes**
  - b. Discussion**
  - c. Direction**
  - d. Follow-up**
  
- 8. Plan 2021 – 2026**
  - a. Goals 2026**
    - i. Goals – Areas for Focus**
    - ii. Review**
    - iii. Refinement**
    - iv. Priority**
  - b. Objectives – Five-Years**
    - i. Objectives – Desired Outcomes for Village Government and our Community in 5-Years**
    - ii. Review**
    - iii. Finalize**
    - iv. Prioritize**
  - c. Challenges and Opportunities**
    - i. Review**
    - ii. Finalize**
    - iii. Prioritize – “Short-Term Importance”**
  - d. Actions for 2021 – 2022**
    - i. Actions – Topics, Issues and Outcomes in 1 Year**
    - ii. Review**
    - iii. Discussion: Expectations, Issues and Outcomes**
    - iv. Initial Priority for 2021 – 2022**
  - e. Management in Progress 2021 – 2022**
    - i. Review**
    - ii. Refinements**

- f. Major Projects 2021 – 2022**
    - i. Review**
    - ii. Refinement**
- 

- 9. Governance Framework: Mayor-Village Council-Village Manager on in Action**
  - a. Topics**
  - b. Discussion**
  - c. Direction**

**10. Strategic Plan 2021 – 2026 – 2035: Reality Test**

- 11. Action Outlines 2021 – 2022**
  - a. Review**
  - b. Refinement**

- 12. Action Agenda 2021 – 2022: Priorities**
  - a. Policy Agenda 2021 – 2022**
    - i. Top Priority**
    - ii. High Priority**
  - b. Management Agenda 2021 – 2022**
    - i. Top Priority**
    - ii. High Priority**

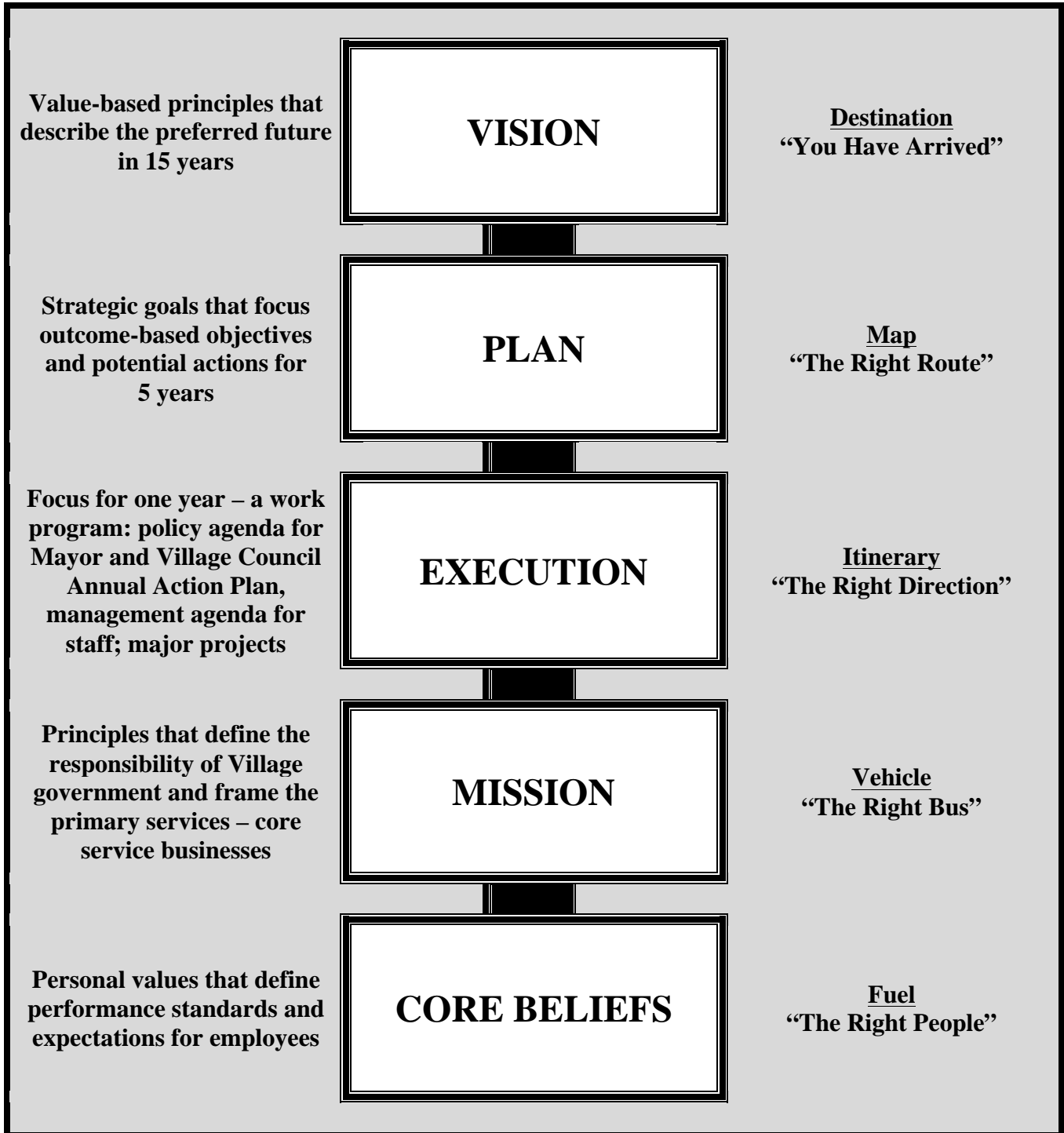
**13. Wrap-up and Next Steps**

# **SECTION 2**

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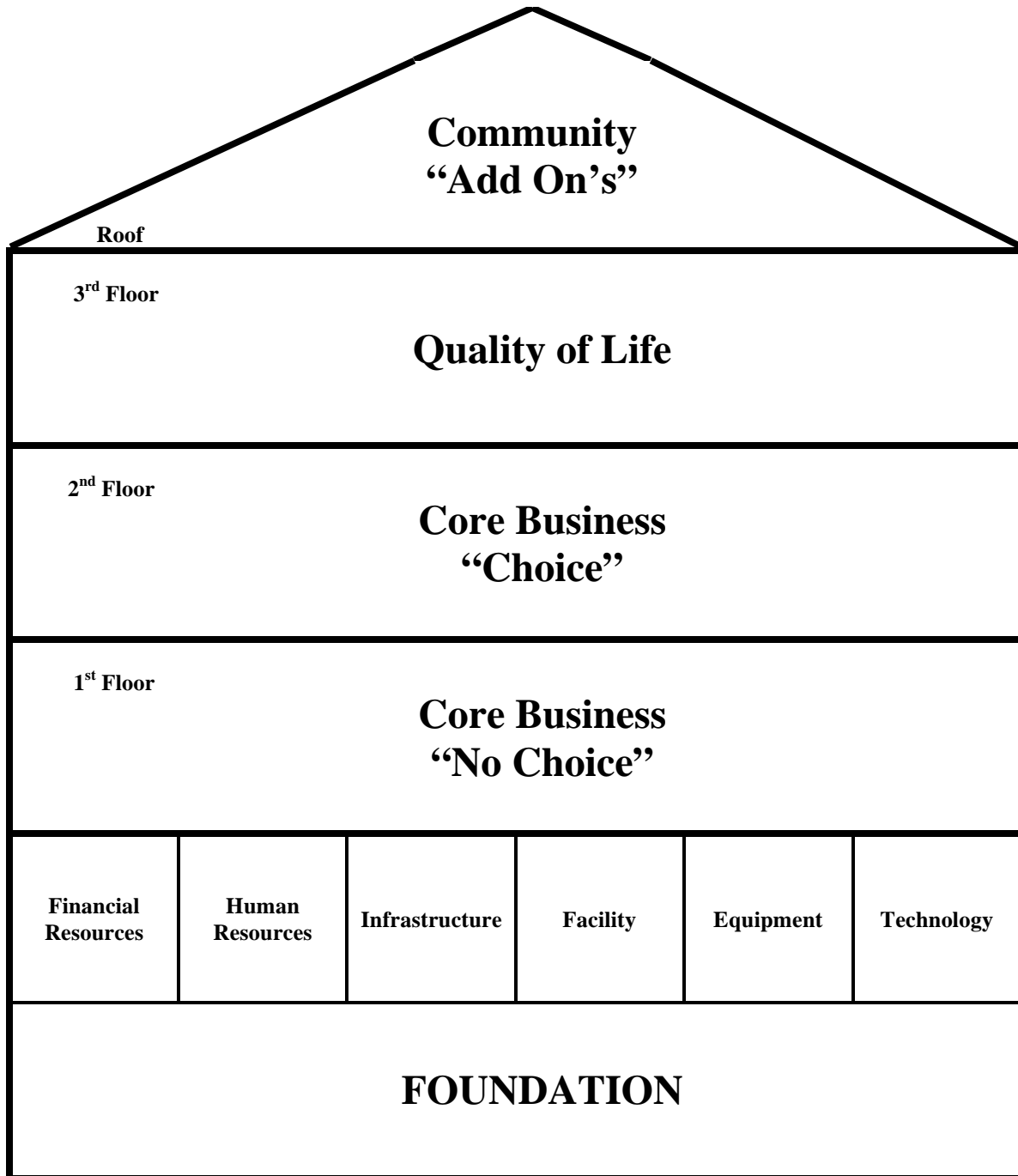
## **STRATEGIC PLANNING MODEL FOR THE ROYAL PALM BEACH**

# ***STRATEGIC PLANNING MODEL***





# Village: Service Responsibilities



# Village Service Hierarchy House Model

## **FOUNDATION**

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

## **1st FLOOR - NO CHOICE**

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

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

SERVICES NECESSARY FOR LIVING IS A MODERN COMMUNITY

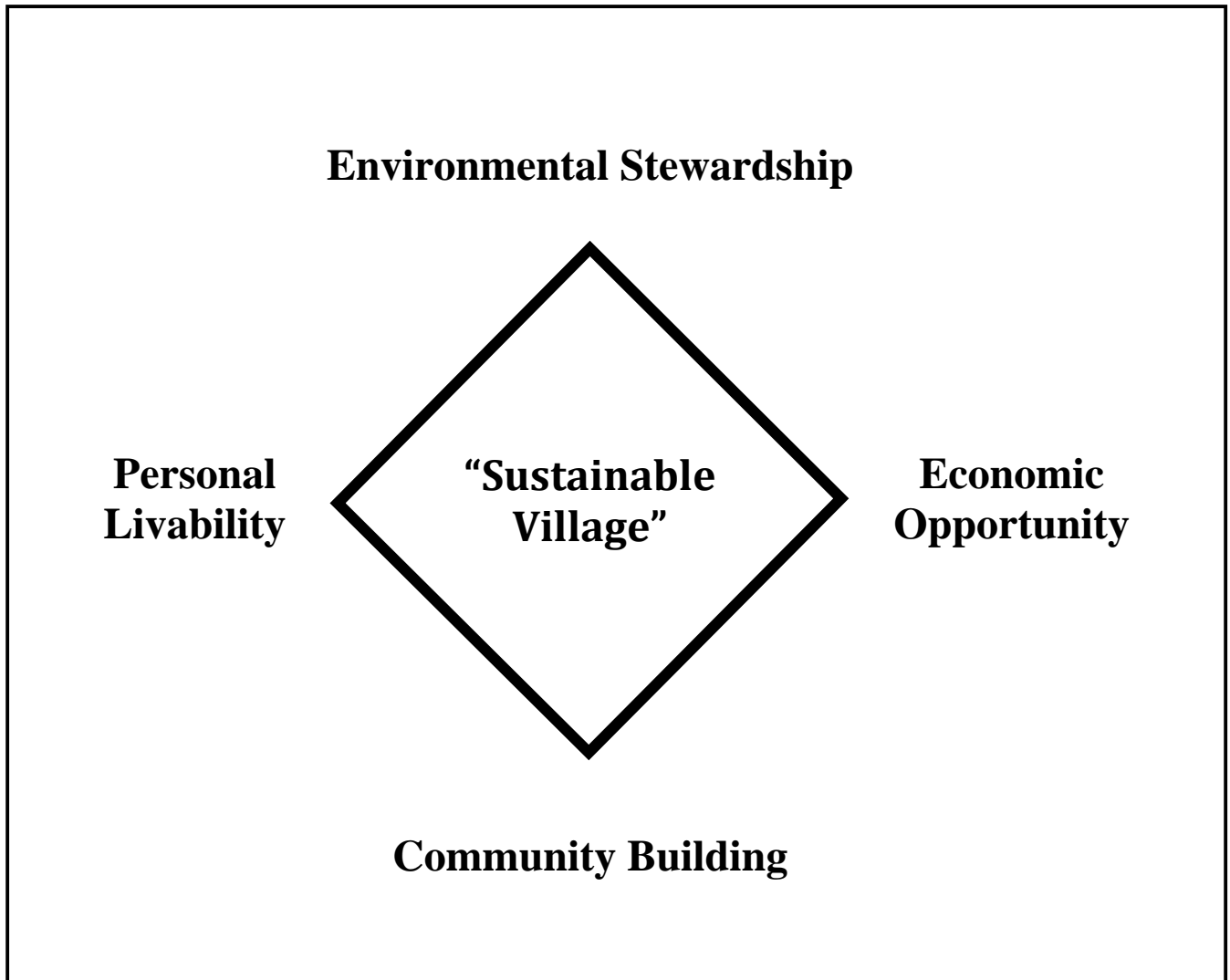
## **3rd FLOOR - QUALITY OF LIVING**

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**



# **A Sustainable Community is a Balance of Four Components**

## **Personal Livability**

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

## **Environmental Stewardship**

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

## **Economic Opportunities**

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

## **Community Building**

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

# **SECTION 3**

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## **LOOKING TO ROYAL PALM BEACH'S FUTURE [UPDATED: 5/5/21]**

## **Messages from Our Community Village of Royal Palm Beach**

1. Happy about Village services, programs and activities!!!
2. When will it be safe for indoor activities and events?
3. Is there a need for a CRA to support local businesses?
4. Online Council Meetings did not work; now working
5. Developers want...demand...
6. Outdoor dining is great, so are outdoor activities.
7. If we are going to be outdoors especially during summer, we need shade trees.
8. We are concerned about the future and about personal survival.
9. What is happening with the Tuttle Royale Development project – future direction?
10. RPB needs a Vaccination Site.
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# **Strengths – Weaknesses Threats – Opportunities Village of Royal Palm Beach**

## **► Strengths**

1. Top-quality Village line staff dedicated serving our RPB community – real compassion for RPB
2. Livable community for families - entertainment, activities, services
3. Parks and open spaces throughout our community
4. Financially responsible Village government
5. Village Government – easy to do business
6. Village Government openness and transparency
7. Senior programs and services
8. Commons Park and all the parks
9. Cultural Center
10. Village government's responsive services
11. Village information technology upgrade
12. Top-quality athletic fields
13. RPB sense of community identity and pride
14. Increasing presence of the arts, including ordinance for the arts
15. Service value for taxes and fees

16. PBSO living and involved in our RPB community
17. Safe community for all residents
18. Increasing methods for communicating with residents – Vector, newsletters, social media, electronic billboards, etc.
19. Mayor and Village Council leadership and teamwork – collaboration to address issues
20. Residents volunteering to contribute to the community
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► **Areas for Improvement**

1. Soccer Fields overuse and need for replacement or artificial turf
2. Re-engaging our Seniors – lost touch with many seniors during COVID pandemic
3. Continuing to expand/to enhance communications with our RPB community
4. Understanding COVID-19 pandemic – learning points and future
5. Need for public art
6. Village staff customer service with residents – more friendly, helpful and compassionate communications with our residents
7. Older buildings and commercial buildings appearance and deteriorating condition
8. Royal Inn cheap hotel with questionable clientele – need for additional quality hotel
9. Increasing housing options in the “right” locations
10. Family entertainment businesses closing at midnight
11. Reducing the Village government and RPB community carbon footprint – planning for the impacts of climate change and sea level rise
12. Working with developers – Village staff attitude “no” and not looking for ways to say “yes” while protecting the interests of the RPB community
13. Acting with a sense of urgency on development opportunities
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► **Threats to Royal Palm Beach's Future**

1. COVID-19 Resurgence/Re-occurrence
2. Tuttle Development: Expectations/Project vs. Delivered
3. Growth in West Palm Beach County and Traffic Congestion
4. State of Florida and Threats to Home Rule
5. Not Re-engaging our RPB Seniors
6. Aging Commercial Corridor with Deteriorating Older, Unattractive and Vacant Buildings and Strip Commercial Centers
7. Business Closures and Uncertain Re-Openings
8. Competition from Other Communities
9. Visual Appearance/"Curb Appeal" Deterioration
10. Cyber Security and Protection of Village Information
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► **Opportunities for Royal Palm Beach's Future**

1. Walkable/Bikeable RPB Community
2. Shade Trees throughout our RPB Community
3. Tuttle Royale Development (mixed use with family entertainment, retail, housing, vertical development)
4. Cultural Regional Center for Palm Beach County
5. State Road 7 Corridor Redevelopment: Report, Guidelines and Direction
6. Streamlining Village Regulations and Processes, including more online services
7. eSports Development – Private Sector/Market and Village Role
8. Public Art Expansion
9. Cultural Center as a Regional Draw/Destination
10. Green Developments – Village and Community
11. Additional Experiences – Blueberry Festival, Shakespeare in 2022, etc.
12. Commons Park Expanded Activities
13. Canal Events and Activities
14. Mental Health Partners and Services – Village Role and County Role
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# **Actions for 2021**

## **Mayor and Village Council Interviews**

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

1. State Road 7 Corridor Redevelopment/Development
2. Tuttle Royale Development Project: Vision, Development Regulations Revision, Overlay District and Village Actions
3. Street Lights Enhancements: Update Report and Next Steps
4. Parks Lights Enhancements: Update Report and Next Steps
5. Solar Lighting: Report with Options, Direction and Funding
6. Toy Car Racing Venue: Evaluation of Use, Report with Additional Uses, Direction and Village Actions
7. Indoor Event Space Reopening Plan: Development and Implementation
8. Annexation of Hospital: Update Report, Direction and Village Actions
9. Madrid LaMancha: Update and Direction
10. Public Safety Staffing Long-Term Plan for Growth and Changes: Goals, Plan with Phasing, Direction and Funding
11. Management Succession Policy and Program: Goals, Best Practices, Report with Options, Direction and Village Actions
12. Senior Programs: Re-Evaluation, Report with Options, Direction and Funding
13. Commercial Redevelopment Strategy: Goals, Report with Options and Direction
  - a. Movie Theater
  - b. Toys R Us

14. Transportation Study: Completion
15. Development Height: Review and Direction
16. ADA Parks, Playgrounds and Venues: Next Steps
17. Village Hall Project
18. Recreation Center Project
19. Plan for Federal Rescue Dollar: Goals/Outcomes, Report with Options, Direction and Village Actions
20. All Abilities Playground: Update and Next Steps
21. Senior Transportation Vouchers: Update Report and Direction
22. Citizen Summit 2021
23. Shakespeare-by-the Sea: 2021 Performance and Plan for 2022
24. Public Art Strategy: Goals Review, Consultant to Assist in Strategy Development and Implementation and Village Action
25. Third Hotel Development: Attraction Strategy, Direction and Village Actions
26. Third Hotel Development: Attraction Strategy, Direction and Village Actions
27. Green Development Policy and Regulations: Goals, Review Existing Policies and Regulations, Report with Options, Direction and Village Actions
28. Customer Service Program/Training: Report with Options, Direction, Funding and Village Actions
29. Old Buildings/Commercial Centers: Problems Analysis, Best Practices, Village Role, Report with Options, Direction, Funding and Village Actions
30. Future Housing Options for RPB: Goals, Report with Options, Direction and Village Action
31. Comprehensive Plan: Review, Direction and Refinement
32. Land Development Regulations: Review, Direction and Refinement

33. Cultural Center as a Regional Destination: Goals, Report with Options, Direction and Village Actions
34. Family Entertainment: Definition, Vision, Direction and Village Actions
35. Major Community Festival: Goals, Report with Options, Direction and Village Actions (e.g. Blueberry Festival)
36. Alternative Vehicles Preparation: Trend Analysis, Best Practices, Report with Options, Direction and Village Actions
37. Zip Line Venue: Report with Options, Direction, Potential Partners and Village Action
38. Mobility Master Plan: Goals, Best Practices, Report with Options, Direction and Village Actions
39. Ballot Measures: Review and Direction [Term Limits]
40. Entrance Features: Update and Direction
41. Mental Health: Community Needs, Problem Analysis, Best Practices, Village Role, Partners, Report with Options, Direction and Village Actions
42. COVID-19 Pandemic: After-Action Report and Plan for the Future
43. Enclaves Annexation: Update Report and Direction
44. Streamlining Village Process: Comprehensive Analysis, Report with Findings and Options, Direction and Village Actions
45. Transit Hub: Update and Direction
46. State Road 7 Extension Project: Update and Next Steps
47. Feeding South Florida – Post-Pandemic: Report and Direction
48. Long Range Financial Model/Projection: Update and Direction
49. Outdoor Dining Regulations: Requests, Review Needs and Opportunities, and Direction
50. Schools Grants Program: Goals/Outcomes, Best Practices, Report with Options, Direction and Village Actions
51. Shade Trees Policy/Requirements; Review and Direction

52. Housing Strategy/Plan: Goals/Outcomes, Best Practices, Report with Options, Direction and Village Actions
53. Affordable Housing Goal and Strategy: Definition, Goals/outcomes, Best Practices, Report with Options, Direction and Village Actions
54. Emergency Management Plan: Update
55. eSport: Market Analysis/Community Needs, Goals, Village Role, Report with Options, Direction and Village Actions
56. Comprehensive Service/Staffing Review (Post-COVID): Report and Direction
57. Code Enforcement: Performance Review Report with Findings, Direction and Village Actions
58. Transportation Fee: Report and Direction
59. Transit-oriented Development PLUS: Definition, Direction and Village Actions
60. State of the Village: Concept and Presentation
61. ePermitting: Update and Next Steps
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# **Top “11” Priorities for 2021**

## **EXECUTIVE PERSPECTIVE**

- 1. State Road 7 Corridor Redevelopment Vision**
- 2. Mixed-Use Development Vision**
- 3. 1<sup>st</sup> Mile/Last Mile Vision**
- 4. Interconnectivity Vision and Plan**
- 5. Re-Opening Villages Programs and Services**
- 6. Changing the Qualifying Period to December**
- 7. Village Hall: Additional Funding**
- 8. Recreation Center: Needs Assessment and Design**
- 9. Entrance Signs at Other Locations: Direction**
- 10. Crestwood Park: Design and Funding**
- 11. American Rescue Plan Dollars: Direction**



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

# **MAJOR CHALLENGES**

## **Royal Palm Beach, Florida**

**April 2021**

### **DEPARTMENT: Village 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?

- 1 2022 Municipal Election
- 2 Changing the Election Qualifying Period
- 3 Monitoring/Filling Board/Commission Seats with Volunteers
- 4 Monitoring the two RV Lots (i.e. security, payments, availability and information updates)
- 5 Continued adaptation to COVID-19 impacts and restrictions

**MANAGEMENT IN PROGRESS 2021  
PROJECTS AND ISSUES  
Royal Palm Beach, Florida  
April 2021**

**DEPARTMENT: Village 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 Preparation for 2021 Municipal Election (No election held Incumbents Unopposed)
- 2 Responding to Public Record Requests
- 3 Records Retention/Management
- 4 Agenda Preparation/Packets (modified in response to COVID-19)
- 5 Minutes for Council, Education Advisory Board and Pension Boards
- 6 Legal advertising for all Village Ordinances
- 7 Post Council Meeting Action (i.e. process and distribute Resolutions, Ordinances, Variance Orders, Contracts, etc.)
- 8 Conducting Municipal Lien Searches
- 9 Monitoring the two RV Lots (i.e. security, payments, availability and information updates)
- 10 Processing PBSO Parking Citations
- 11 Monthly meeting calendar
- 12 Updating information on the Village Electronic Signs, Channel 18 and website
- 13 Assisting Mayor with VECTOR information
- 14 Advertising for Board/Commission open or expiring seats

- 15 Distribution of Bid Documents
- 16 Continually updating HOA Contact Information as well as Emergency Contact Information for Emergency Management
- 17 Assist the Education Advisory Board with scholarship process
- 18 Archiving newspaper articles, pictures and events regarding the Village's business

# INITIATIVES 2021: SHORT-TERM ISSUES AND PROJECTS

## Royal Palm Beach, Florida

April 2021

### DEPARTMENT: Village Clerk's Office

Please list issues or projects that you would like for the Village to address this next year 2021.

- 1 **Change Election Qualifying Period to the first seven business days in December due to a conflict.** Currently, Article III, Section 3 of the Village Charter and Section 8-2 of the Village Code provide that qualifying cannot start earlier than the first seven (7) business days after January 1, between the hours of 8:00 a.m. and 5:00 p.m. of the calendar year in which the election is to be held. Additionally, the Charter provides that the Village Clerk shall give the Supervisor of Elections (SOE) the names of candidates and the offices for which they have filed by no later than 5:00 p.m. on the fourth (4<sup>th</sup>) business day after the close of qualifying. Section 101.62 Florida Statutes was recently amended to change the vote-by-mail deadlines for the SOE. This section now obligates the SOE to send vote-by-mail ballots to certain individuals as follows:
  - (4)(a) No later than 45 days before a presidential primary election, primary election and general election, the SOE is required to send a vote-by-mail ballot to each absent uniformed services voter and to each overseas voter who has requested a vote-by-mail ballot; and
  - (4)(b) The SOE also shall mail a vote-by-mail ballot to each absent qualified voter (other than those listed in (4)(a) above), who has requested such ballot, between the 40<sup>th</sup> and 33<sup>rd</sup> days before the presidential primary election, primary election and general election. Based on these revised deadlines for the Village's March 8, 2022 general municipal election, the SOE is required to send overseas ballots out by January 22, 2022 and to mail out all other vote-by-mail ballots during the period of January 27, 2022 through February 3, 2022. To accommodate the revised deadlines, the Village Clerk has been advised by the SOE that their deadline to receive the ballot language and names of qualified electors from the Village will be approximately December 15<sup>th</sup> of each year. While the SOE accommodated jurisdictions with January qualifying periods for the upcoming March 2021 election, the SOE has indicated that they will not make any further accommodation in future years.

continued

- 1 Under the current Village Charter and Code, the qualifying period for the March 8, 2022 election would be from January 3, 2022 through January 11, 2022 and the Village Clerk would be required to give the SOE candidate names by 5:00 p.m. on January 18, 2022.

The Village's current qualifying period does allow the Village Clerk to meet the SOE's notified deadline of December 15, 2021 *for* names and ballot language, nor does it give the SOE sufficient time to receive the candidates' names, print the vote-by-mail ballots, and mail them to overseas voters and other voters that have requested them within the times stated in the Florida Statutes (SOE would have only 4 days which is impossible).

As a result, the Village needs to move its qualifying period up approximately four weeks, to the first seven business days in December, to give the SOE sufficient time to fulfill her statutory duties.

Section 166.021(4), Florida Statutes, provides that the Village charter can be amended to revise the election date and/or qualifying periods through an ordinance approved by the Village Council. No referendum vote is required to change the qualifying dates in the Charter.

# **MAJOR CHALLENGES 2021**

## **Royal Palm Beach, Florida**

### **April 2021**

#### **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?

- 1 As we continue to implement ProjectDox we are always learning and seeking ways to streamline the process. We must continue refining documents and guidelines to educate our customers and make the system less daunting.
- 2 Public Records requests have expanded in frequency and scope. This growth in demand requires significant resources to properly address. While we adjust to these demands and make our data more readily available, we must also balance the privacy mandates of our "confidential records".
- 3 As growth of our Western communities has significantly increased so has the traffic demands. We must continue to support completion of the State Road #7 connection to Northlake Blvd and the proper expansion of Southern Blvd. while considering the aesthetics to our Village's Southern Entrance.
- 4 The pandemic has created a significant economic impact. Many businesses will suffer or go dark. Many homeowners may be out of work. We must be diligent to maintain property values through compassionate code enforcement and be aware of a potential increase in foreclosures.

**MANAGEMENT IN PROGRESS 2021  
PROJECTS AND ISSUES  
Royal Palm Beach, Florida  
April 2021**

**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 Project Dox-E-permitting implementation
- 2 GIS-CE layer courtesy and violations
- 3 Progressing toward next phase of Bella Sera build out
- 4 Cross-training inspector's/plan reviewers
- 5 Reviewing phase 2 of Southern Properties development



# INITIATIVES 2021

## SHORT-TERM ISSUES AND PROJECTS

### Royal Palm Beach, Florida

April 2021

#### DEPARTMENT: Community Development

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Please list issues or projects that you would like for the Village to address this next year 2021.

- 1 Continue to develop a Village Hall construction and demo plan, which can provide services without interruption.
- 2 Analyze the Business Tax Receipt function and look for solutions to automate the process. Seek out how others are handling this function and possible collaboration or outsource options.
- 3 Review several areas of our Municipal code as follows:  
**Fences**-Increased front yard fencing will be a problem without further guidelines such as "Good side out" at adjacent roadways and or front yards.  
**Accessory Structures**-Clarification is required regarding setbacks calculations and implementing a "Primary Structure" type definition, which became apparent recently.  
**LP Tank Storage**- Clarification is needed to better work with industry standards in available tank sizes etc.  
**Engineering Violations**-Clarification is needed to allow CE to enforce failures of contractors and owners to perform as required.

Expand and provide guidance to residents to obtain assistance from available programs and create a dialog to put volunteer efforts toward those in need.

Given the recent litigations regarding the use of Glyphosate in Roundup and the close chemical makeup of many aquatic vegetation applications and with the idea of a canal connection to Commons Park being dismissed, I think we may have an opportunity to introduce Hybrid Carp into the contained water system at Commons Park to perform natural aquatic vegetation control.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2021

### DEPARTMENT: Engineering

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

- 1 Village Hall and Site Modifications (EN2104)-Add additional square footage to Village Hall. Re-purpose the public meeting space building, and add art features, landscaping, hardscape, signage, parking, walkways, and utilities.
- 2 Renovation and Expansion - Recreation Center (PR2001)-Architectural / Engineering design and construction for the expansion and renovation of the Recreation Center. The expansion will include a 9800 of 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.
- 3 Crestwood North Park (PR2102)-Design and construction of a five acre park on the corner of Crestwood Blvd. and the M1 Canal.
- 4 La Mancha Avenue Extension (EN2103)-Extend La Mancha Ave. from the Bilbao Street Circle to Okeechobee Blvd. and construct a signal. The roadway will be aligned with the existing median cut on Okeechobee Blvd. that currently serves the Public Works building.
- 5 Creating safe and efficient non-motorized routes to parks, public buildings, transit, and businesses.
- 6 Commons Park Access (EN1902)-Purchase land for future access points to Royal Palm Beach Commons Park.
- 7 Bring the Village fully into ADA compliance by securing grants for sidewalk improvements; performing curb ramp improvements as a part of road resurfacing projects; cultivating the ADA Transition Plan webmap into a resource for residents
- 8 Improved lighting on bike and pedestrian pathways throughout the Village.
- 9 ADA Improvements phase II (EN23)-Install and or modify curb ramps and sidewalk connections Village wide to meet current ADA standards. Replace existing deteriorated curb and gutter, grading, signing and striping, and any other incidental drainage improvements to the corridor.

- 10 Bike Path Trailhead and Signage Plan (EN2102)-Construct kiosks with maps of the bicycle/pedestrian network at major intersections. Install guide signs and mileposts to delineate bike path routes.
- 11 Southern Blvd. Park (PR1901)-Design and construction of a 10-15 acre park within the recently annexed properties located south of Southern Blvd. and west of the Lowes Plaza.
- 12 Camellia Park Renovation (PR2402)-Replacement of existing tennis courts/lights; Tennis Pro office and Restroom Building
- 13 GIS – Expansion of GIS webmaps and apps for the Planning Department.
- 14 Park Road North Parking and Pathway (EN2201)-Replace the existing 4.0' walkway on the west side of Park Road North with a 10.0' wide multi use pathway from Sparrow Drive to Cypress Trails Elementary School and add on street parking and type f curb near Crestwood Middle and Cypress Elementary. Upgrade Katz field drainage outfall

**MANAGEMENT IN PROGRESS 2020  
PROJECTS AND ISSUES  
Royal Palm Beach, Florida  
April 2021**

**DEPARTMENT: Engineering**

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

- 1 "Realtime" mapping of current open permits for all types of development and engineering projects. Interface between GIS, Laserfiche, and Superior; the link will allow for a map-based search of all building records.
- 2 Commons Parking and Pathway Expansion (PR1602)
- 3 FPL Pathway Lighting (EN1901)
- 4 FPL Pathway Dry Detention Ponds (EN1904)
- 5 Canal System Rehabilitation (SW1901)
- 6 Robiner Park Pathway & Kayak Launch (PR1807)
- 7 Commons Perimeter Pathway Lighting (PR1903)
- 8 License Plate Reader Cameras (EN2105)
- 9 Southern-Royal Palm Beach Blvd Gateway (EN2002)
- 10 FPL Residential Street Light Conversions to LED (EN2004)
- 11 GIS – Code Enforcement field and web maps have been developed and are being tested for daily use in the field by Code Enforcement staff. Additional dashboards and reporting tools will be needed. Initial use of field maps will replace the daily logging activities and photo uploads that currently are required.
- 12 Commons Corporate Picnic Pavilions (PR2105)

# **INITIATIVES 2020: SHORT-TERM ISSUES AND PROJECTS**

## **Royal Palm Beach, Florida**

**April 2021**

### **DEPARTMENT: Engineering**

Please list issues or projects that you would like for the Village to address this next year 2020.

- 1 Flood - Community Rating System Cycle Visit – The CRS program requires an annual recertification, which is based on annual record keeping and reports. Every 3-5 years, FEMA does a CRS cycle visit. The cycle visit requires a much more thorough level of reporting and documentation. The Village will be due for its cycle visit as early as 2021. The cycle visit schedule may have delays due to COVID-19 impacts on FEMA staffing.  
Dates are approximate based on CRS timing.
- 2 Road Re-Surfacing (PW22RR)-The proposed project will address areas within the Village with poor pavement conditions caused by aging, traffic and water damage. The following is a list of proposed roadways to be resurfaced: For 2022: BARCELONA DR, BILBAO ST, BOBWHITE RD, CHESTNUT CIR, COCOPLUM CIR, COCOPLUM LN, COPPERWOOD CIR, EMERALD CT, GOLDFINCH LN, HABITAT CT, LAS PALMAS ST, LAUREL WAY, LOCUST LN, MANDEVILLE LN, MONTEREY WAY, NATURES WAY, NOTTINGHAM RD, PARK RD N, PARK RD S, RAINFOREST CT, ROYAL PALM BEACH BLVD, SANDPIPER AVE, SARATOGA BLVD W, SEGOVIA AVE, SEGOVIA CT, SWEET BAY LN, SYCAMORE DR, TWIN LAKES WAY, VALENCIA ST, VENETIAN LN
- 3 All Access Playground (PR1909)-Design and construct a Boundless (all access) playground.
- 4 WTP Site Modifications (PW1902)-Conduct survey of WTP/FOC site necessary to prepare demolition of WTP and revised site plan for the FOC. Complete site modifications as shown on the revised site plan including a proposed truck/equipment wash.
- 5 Camellia Park Drainage Improvements (PR1822)

**MAJOR CHALLENGES**  
**Royal Palm Beach, Florida**  
**April 2020**

**DEPARTMENT: Finance**

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

- 1 Balanced Budget FY22 w/o Tax Increase
- 2 Capital Planning – Revenue Projections and Plan (5-Year)

**MANAGEMENT IN PROGRESS 2020  
PROJECTS AND ISSUES  
Royal Palm Beach, Florida  
April 2020**

**DEPARTMENT: Finance**

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

- 1 Converting from paper copies to digital copies of paychecks.
- 2 Provide quarterly revenue comparison to budget.

**INITIATIVES 2020:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2020**

**DEPARTMENT: Finance**

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Please list issues or projects that you would like for the Village to address this next year 2020.

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# **MAJOR CHALLENGES**

## **Royal Palm Beach, Florida**

**April 2021**

### **DEPARTMENT: Human Resources**

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

- 1 Adjusting how we do business to meet the demands while also taking into consideration safety and new cautions. Will COVID continue and change the services we are able to offer? Meetings, gathering, social settings, etc.
- 2 Not being able to meet with employees in larger group settings for trainings. How to stay connected with non-admin employees who don't have access to a computer.
- 3 What will jobs look like? Will virtual become integrated into our business?
- 4 Having institutional knowledge leave because people will be retiring. Finding qualified mid management staff.
- 5 Integration of our computer systems with being paperless and streamlining the processes in HR, onboarding, performance reviews, documentation in general.
- 6 What will our benefit carriers do in the aftermath of COVID?

**MANAGEMENT IN PROGRESS 2021  
PROJECTS AND ISSUES  
Royal Palm Beach, Florida  
April 2021**

**DEPARTMENT: Human Resources**

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

- 1 Organization of Laserfiche information and coordination with payroll
- 2 Continuing to settle and close outstanding liability claims
- 3 Implementing alternative ways to accomplish HR goals while remaining safe given COVID.
- 4 Continuing to look at different software for onboarding and benefit open enrollment. Bentek and Neo Gov.

**INITIATIVES 2020:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2021**

**DEPARTMENT: Human Resources**

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Please list issues or projects that you would like for the Village to address this next year 2021

- 1 Analyze staffing in departments and job descriptions as we become more automated and software changes.
- 2 Go through all our older paper files in preparation for moving to the new building to get most of it scanned and or properly disposed of.
- 3 Start up wellness again using a combination of virtual and in person as COVID continues to change, we will monitor new CDC guidelines.
- 4 Continue to update our Property Schedule and work with GIS to have all new items identified and put on a layer for storm damage assessment. Make damage reporting more efficient and more accurate in tracking losses.

# **MAJOR CHALLENGES**

## **Royal Palm Beach, Florida**

**April 2021**

### **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?

#### **1 Cyber Security**

- Ongoing need for budget and resources to research, test, implement, and maintain new cyber security systems and policies. As attackers continually devise new strategies for launching attacks, so our need for security measures innovation, and evolution of defense capabilities against threats from within, cloud, mobile/wireless, and a variety of technologies.
- Training and enforceable policies needed to maintain a cyber-security conscientious workforce. As no amount of technology, planning, or recovery plan will protect any network from a distracted user, allowing a hacker to bypass all technical safeguards and gain access of our network systems. Targeting the human element is a trend that will continue to increase in popularity and sophistication, as is proven the most effective low cost/tech approach.

#### **2 Software Application Integration**

- Successfully building secured seamless interfaces between different proprietary software systems to improve processes, automate tasks, and enhance end-user and Resident experience.

#### **3 Emerging Technologies Assessment**

- Evaluating rapid advance, emerging new technology. Not implementing new technology simply because it is new. Deciding which of these new technologies will work to the best interest of advancing Village processes and goals, which are better to avoid for now, and which are best suited and will benefit more staff. Village-wide for the department's real needs, available staff, how departments' processes and data integrate in back and front end.

# MANAGEMENT IN PROGRESS 2021 PROJECTS AND ISSUES Royal Palm Beach, Florida April 2021

## 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 Automate email of employee direct deposit pay stub directly from AS400/Naviline spool file
- 2 Engineering Project Dox application submittal and workflows development.
- 3 AnalyticsNow end-user training.  
Advance Reporting/Data modules integration: March 10 and 11, 2021  
Introduction AnalyticsNow and Dashboards: April 2021
- 4 Naviline HTML5 training
- 5 Ongoing support and enhancements to BP/Planning ProjectDox Workflows and Online Application.
- 6 ProjectDox and OAS software upgrades to TEST and Production environment
- 7 RecTrac Software Upgrade
- 8 INFORMATION SYSTEMS Security Audit
- 9 Development of Community Outreach plan to fast track ProjectDox adoption and use among our broader community of applicants.
- 10 Planning DocShuttle – automate import of metadata to Laserfiche Planning documents' Naviline PE module.
- 11 Purchasing DocShuttle - automate import of metadata to Laserfiche Planning documents' Naviline PE module.

- 12 Deployment of mobile payment app "Select PI" on Range Servant (golf ball dispenser machine). To enable credit card purchase via mobile app.
- 13 **Ongoing cyber-security monitoring and initiatives**

# **INITIATIVES 2020: SHORT-TERM ISSUES AND PROJECTS**

## **Royal Palm Beach, Florida**

**April 2021**

### **DEPARTMENT: Information Systems**

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Please list issues or projects that you would like for the Village to address this next year 2021.

- 1 **GO LIVE with Engineering ePermitting** – online application submittal and electronic plan review workflow (ProjectDox)
- 2 **Develop and host ProjectDox Community outreach:** make public aware of Building, Planning, and Engineering's online ProjectDox presence.
- 3 **Automate 1099 yearly print/distribution process:** merge and automatically email 1099 forms directly to vendor/entity from NaviLine's spool file. Eliminating costs of pre-printed 1099 forms, envelopes, and postal stamps.
- 4 **Automate print/issuing of Purchase Order (PO):** merge and automatically email PO to requestor/vendor directly from Naviline spool file.
- 5 **Automate W2 yearly print/distribution process:** merge and automatically email pwd protected W2 to employee from Naviline spool file
- 6 **Automate LaserFiche document indexing for departments:** shuttle and auto-populate metadata from Naviline to Laserfiche's document templates.
- 7 **Train and move all AS400 users to Naviline graphical client interface.** Phased out "green screen" access to H.T.E./CentralSquare applications.
- 8 **Develop AnalyticsNow NaviLine dashboards** to help Managers monitor events or activities at a glance. Proving them key insights and analysis of Budget totals, issued/open permits, CIP balances, etc.

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2021

### DEPARTMENT: Parks & Recreation

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

- 1 Re-establishing recreational programs, rentals, activities and events after COVID.
- 2 Increase number of facility rentals at the Cultural Center and Sporting Center after COVID
- 3 The ability to maintain athletic fields with increasing demands of usage.
- 4 **Pine Road Park:** Install pathway lighting.
- 5 **Commons Park:** Expand P.O.C. laydown yard.
- 6 **Commons Park:** Install canvas entry covers over the walkway of the Sporting Center
- 7 **Commons Park:** Install stairway from Golf parking lot to Poinciana Blvd.
- 8 **Commons Park:** Install (2) concrete walkways from Poinciana Blvd. into splash pad.
- 9 **Commons Park:** Install concrete walkways to access front of stage.
- 10 **Commons Park:** Replace existing lighting on driving range with LED lighting.
- 11 **Commons Park:** Additional exercise equipment.
- 12 **ALL Playgrounds:** Install perimeter fencing
- 13 **Various Playgrounds:** Install shade structures



**MANAGEMENT IN PROGRESS 2020  
PROJECTS AND ISSUES  
Royal Palm Beach, Florida  
April 2021**

**DEPARTMENT: Parks and Recreation**

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

- 1 **Marcello Park:** Installation of pavilion
- 2 **Homeplace Park:** Installation of gazebo
- 3 Creating user friendly webpage for pavilion rentals
- 4 Creating user friendly webpage for pavilion rentals
- 5 **Preservation Park:** Installation of pre-k playscape
- 6 **Commons Park:** Solar powered gates
- 7 **Commons Park:** Corporate Pavilion
- 8 **Sporting Center:** Lighting replacement (Main Floor)
- 9 **Preservation Park:** Bike Trail aggregate
- 10 Passenger Trams

**INITIATIVES 2020:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2021**

**DEPARTMENT: Parks and Recreation**

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Please list issues or projects that you would like for the Village to address this next year 2021.

- 1 Increasing and establishing a social media presence for marketing and advertising purposes (Facebook, Instagram, twitter)
- 2 Easy access button on main webpage for recreational activities and events.
- 3 **Moonlight Park:** Replace Playscape.
- 4 **Todd Robiner Park:** Add independent accessible play equipment.
- 5 **Various Playgrounds:** Add shade structures.
- 6 **Various Parks:** Replacement of Park furniture
- 7 **Various Parks:** Replace or add water fountains/bottle filler/ hand washing/ hand sanitizing stations.
- 8 **Ferrin Park:** Correcting drainage on field #3
- 9 **Katz Soccer Complex:** Total renovation of (2) soccer fields.
- 10 **Katz Soccer Complex:** Replace shade covers.
- 11 **Camellia Park:** Resurface tennis courts (plexipave).
- 12 **Camellia Park:** Install fencing around playground
- 13 **Sports Center Lobby Public Use Policy:** Install automated bike & kayak rental stations.
- 14 **Commons Park:** Additional Corporate pavilion.

- 15 **Commons Park:** Install Village signage on “ Parks Operations Center” building
- 16 **Commons Park:** Establish a policy for public use of Sporting Center lobby along with a rental fee for glass-enclosed room.
- 17 **Commons Park:** Install a second 18 hole Disc Golf course on the north side of the park
- 18 **Cultural Center:** Replace stage curtains to match décor.
- 19 **Preservation Park:** Resurface/ Plexipave R/C track and convert to pickleball courts.
- 20 **Preservation Park:** Resurface Skate Park w/ Plexipave and add additional ramp(s).

# MAJOR CHALLENGES

## Royal Palm Beach, Florida

April 2020

### DEPARTMENT: Planning & Zoning

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

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

**MANAGEMENT IN PROGRESS 2020**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2020**

**DEPARTMENT: Planning & Zoning**

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

- 1 Maintaining Flow Chart for the Development Review Procedures for each type of application for Applicants.
- 2 Keeping up to date the Development Review Procedures for Applicants with examples of each type of application. This will need to be done for OAS & ProjectDox.
- 3 Maintaining the Building Permit tracking Sheet
- 4 Continue to maintain orderly and easily navigable development project files both internally and on the internet
- 5 Update Project Maps and various Zoning Maps
- 6 Continue to manage Multiple Development Projects and Building Permits
- 7 Ongoing training of the Planning and Zoning Commission on the Village's Code of Ordinances
- 8 Continue to meet with potential buyers for the remaining parcels within the ALDI Park PID
- 9 Successfully provided addressing for new developments and businesses in order to provide for an orderly addressing pattern that facilitates locating the entity for emergency services and other purposes
- 10 Continue to monitor the development occurring in the vicinity of the Village that may have adverse impact on the Village.
- 11 Administer the Permitting of Community Residential Homes according to the requirements of Florida State Statute 419.001

- 12 Working towards implementing E-Permitting fully.
- 13 Update and organize the Planning and Zoning Department's Website. This will need to be done to accommodate OAS and ProjectDox.

**INITIATIVES 2020:  
SHORT-TERM ISSUES AND PROJECTS  
Royal Palm Beach, Florida  
April 2020**

**DEPARTMENT: Planning & Zoning**

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Please list issues or projects that you would like for the Village to address this next year 2020.

- 1 Work to bring public recreation amenities to the residents south of Southern by working with the developers of the newly annexed properties
- 2 Create new Development Application Manuals for each of the Development Applications for the new Online Application Submittal (OAS) process.
- 3 The continued training of the Planning and Zoning Commission on the Village's Code of Ordinances
- 4 Work to bring public recreation amenities to the residents in the north portion of the Village by developing the recreation site conveyed to the Village by Lennar
- 5 Working with our customers so that they are aware of OAS and ProjectDox and are capable of using it.
- 6 Continue to meet with potential buyers for the remaining parcels within the ALDI Park PID
- 7 Get Staff trained to use the new permitting and review processes with OAS and ProjectDox and establish Standard Operating Procedures SOP's.
- 8 Address the Accessory Structure side setback.

# **MAJOR CHALLENGES**

## **Royal Palm Beach, Florida**

**April 2021**

### **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?

- 1 Long-term funding for Stormwater Utility CIP projects.
- 2 Providing adequate level of service for all services provided under current fiscal constraints.
- 3 Maintenance of sidewalks in areas not in compliance with ADA.
- 4 Participation in the development of a Basin Management Action Plan (BMAP) for the C-51W Basin. Development of a plan will be steered by the Palm Beach County NPDES Group. This is an ongoing future concern.



# MANAGEMENT IN PROGRESS 2021 PROJECTS AND ISSUES Royal Palm Beach, Florida April 2021

## **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 ongoing, is to track, map and/or log, and schedule all Public Works work including tracking labor costs. GIS Staff completed the Survey 123 app for tracking labor using the Survey 123 app, and DPW is transitioning to the app.
- 2 Backflow Preventer Replacement, PW21BF; Ongoing project.
- 3 Aquatic Vegetation Maintenance; DPW is closely coordinating this work to insure that the Contractor meets or exceeds all contract requirements, the Contract administration is ongoing.
- 4 Currently re-bidding Debris Removal and Sidewalk Pressure Cleaning contracts.
- 5 A/C Replacement, PW21AC; Coordinate with Vendor on completion of AHU-7 at the Recreation Center; Unit-6 at PBSO District 9; and, Unit-2 at Bob Marcello Park.
- 6 Storm Drain Outfall Replacement, PW21SD; DPW is quoting replacement/repair of outfall pipes from ponds in FPL easement south of Okeechobee Blvd that were identified during inspections for compliance with our NPDES permit.
- 7 Street Re-Striping, PW21SR; DPW is evaluating striping on LaMancha Ave. from the roundabout at Madrid to the roundabout at Bilbao.
- 8 Street Sign R&R, PW21SS; DPW is quoting for the purchase of all signs in Zone 4.
- 9 Trucks, PW21TR; DPW has issued purchase orders for the replacement of one (1) trucks in the DPW fleet and are awaiting delivery.

- 10 WTP Site Modification, PW1902; DPW is coordinating with Engineering on the design and preparation of project documents for the demolition of the WTP.
- 11 Drainage System Improvements, PW1903; DPW is coordinating with the Engineering Department on the design of the budgeted improvements.
- 12 Civic Center Way Monument Signs, PW2004; DPW has executed CSA with our landscape architect for the design and permitting for the monument signs. The plans are at 90% completion. The signs will identify the locations of the Cultural Center, the Palm Beach County Library, and PBC Midwestern Service Center.
- 13 Sidewalk Trip Hazards; DPW is continuing the ongoing work of eliminating sidewalk trip hazards.
- 14 Roadway Crack Sealing, PW2002; DPW is coordinating with Engineering and GIS for the preparation of plans and specifications for bidding work. The initial project will be on Sparrow Dr. from Partridge Dr. to RPB Blvd.
- 15 Harvester Services; DPW will continue to coordinate with Contractor for harvester services if needed.
- 16 Equipment Replacement, PW2001; DPW coordinated the purchase of FY2021 equipment. Equipment purchased included; skid steer, two (2) enclosed trailers and a mower.
- 17 Okeechobee Blvd West Landscape Improvements, PW2006; Consultant has completed the design and permitting for the proposed landscape improvements. DPW is coordinating with the consultant on bidding project.
- 18 ; DPW is coordinating with Engineering staff on the closeout of the 1<sup>st</sup> project. Additionally, DPW is coordinating with the Consultant and Engineering staff on revisions to the bridge plans based on lessons learned from the 1<sup>st</sup> project. When the revisions completed, we will advertise the next bridge to be completed. This is a multi-year project.
- 19 PW2102, Street Light Fixture Replacement; Quoted and purchased the fixtures for replacement in residential areas for 1<sup>st</sup> year of project. Coordinating with Engineering Dept. on replacement of fixtures on RPB Blvd. north of Okeechobee Blvd.
- 20 PW2107, School Zone Flashing Beacons; Coordinating with Consultant & Engineering Dept. on flashing beacons for Crestwood Blvd. Consultant is currently evaluating Cypress Trails Elementary, Crestwood Middle School, and H.L. Johnson Elementary for flashing beacons.

- 21 PW2106, Belvedere Road Lighting; Coordinated the roadway bore to install conduit in the roadway. Coordinated the installation of concrete poles. Fixture arms, fixtures, and electrical wiring will be completed in-house.
- 22 PW2104, Guard Rail Replacement; Coordinated the FY2021 improvements to Raven Bridge. This is a multi-year project and 1<sup>st</sup> year is complete.
- 23 PW2105, Street Light Replacement - LaMancha; Quoted and purchased the fixtures, fixture arms and poles for the 1<sup>st</sup> year. All material has been delivered. We will be scheduling the installation in the near future. This is a multi-year project.

# **INITIATIVES 2021: SHORT-TERM ISSUES AND PROJECTS**

## **Royal Palm Beach, Florida**

**April 2021**

### **DEPARTMENT: Public Works**

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Please list issues or projects that you would like for the Village to address this next year 2020.

- 1 Develop a project for future year CIP for improvements to the Royal Pines Estates entry sign.
- 2 Develop a project for future year CIP for Okeechobee Blvd. entry sign landscape improvements.
- 3 Develop a project for future year CIP for Fountain R&R.
- 4 Review No Wake Zones in Village for compliance with applicable Florida Statutes.
- 5 Develop a project for FY2022 CIP for the design and installation of underdrain in the north extent of LaMancha Subdivision. Residents in the area are severely impacted by high ground water that seeps out across sidewalks and saturates the swale making them extremely difficult to maintain. The high groundwater has an extremely detrimental effect on the roadway base.
- 6 Develop a project for FY2022 CIP to design and construct the replacement of the roof on the FOC. DPW develop a roof replacement program that is in the current 5-year budget. Due to the construction of a new Village Hall and the proposed expansion of the Recreation Center, the FOC is the next building for replacement of the roof.
- 7 CIP PR1822, Camellia Park Drainage Improvements, includes the removal of vegetation along the banks that restricts access for maintenance personnel. DPW proposes to fund these improvements in FY2022.
- 8 Coordinate with IS Dept. to provide funding in FY2022 budget for upgrading security cameras at FOC.
- 9 Coordinate with IS Dept. to provide funding in FY2022 budget for the change out of mag locks for strikes at the FOC.
- 10 Develop a project for future year CIP for the replacement of the FOC windows with impact glass.

# **MAJOR CHALLENGES**

## **Royal Palm Beach, Florida**

**April 2021**

### **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?

- 1 As the Village's population continues to grow due to new residential developments, business complexes and assisted living facilities so does the dynamics and challenges of thwarting crime in the Village. As a result, keeping Violent Crimes to a minimum while maintaining the stellar level of service the residents of Royal Palm are accustomed continues to be increasingly more challenging for law enforcement.
- 2 Continue to work the Village of Royal Palm Beach on ordinances, more specifically:
  - Update the definition of Alcoholic Beverage
  - Criminalize the Possession of Open Containers of Alcoholic Beverages on Public Property
- 3 Although decreased through intense residential road patrol presence, residential burglaries continue to be addressed through Directed Patrols and the utilization of undercover surveillance equipment and vehicles.
- 4 Increased Financial and Internet Crimes are becoming one of the biggest challenges law enforcement has to face both locally and nationally.
- 5 Surveillance & technology equipment updates are needed in order to stay one step ahead of criminals.
- 6 Non-compliance to education given on safeguarding against criminals (i.e. unlocked vehicle doors and personal belongings being left in vehicles.).
- 7 Extensive investigations and hours of manpower are still being expended on vehicle thefts, vehicle burglaries, and other property crime.

**MANAGEMENT IN PROGRESS 2021**  
**PROJECTS AND ISSUES**  
**Royal Palm Beach, Florida**  
**April 2021**

**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).

- 1 The Case Management System continues to assist in case prioritization and management. This allows a more efficient and effective way to track progress and caseload for the three Detectives assigned to District 9.
- 2 The growth in the Village of Royal Palm Beach continues. In the last few years, the Village has increased its population by thousands and with the pending new developments and businesses that number is expected to rise by an additional thousand or two. The challenge will be to keep up with the type of enforcement that the Village has become accustomed to with the current level of law enforcement deputies.
- 3 Re-opening and recruitment for participants in the District 9 PAL Program. A civilian part-time employee is assigned to the program and continuous outreach is underway to increase the number of participants to the free, afterschool program.
- 4 Utilizing the unmarked fleet vehicles for surveillance vehicles.
- 5 Reduce the amount of traffic crashes within the Village by conducting extra traffic enforcement and traffic initiatives aimed at educating the public
- 6 Update Village Ordinance to define an Alcoholic Beverage
- 7 Criminalize the Possession of Open Containers of Alcoholic Beverages on Public Property without a Permit
- 8 Continue to find ways to partner with Village for betterment of the community.
- 9 Crime Reduction through expanded use of Directed Patrol Plans and Community Education.
- 10 Continued access and processing of Fingerprinting services at the District 9 Substation.

- 11 Continued success of the ARU Specialist as the first-contact at the District 9 Lobby.
- 12 Continue educational and technical training for staff by utilizing Village's training fund.
- 13 Continued analysis of Sector patrol boundaries to ensure they are equally distributed for calls for service.
- 14 Evaluating the business and residential growth in and around the Village of Royal Palm Beach including new construction projects.
- 15 Continued participation in the Technical Staff Review (TSR) process incorporating CPTED principals.
- 16 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 2022**  
**SHORT-TERM ISSUES AND PROJECTS**  
**Royal Palm Beach, Florida**  
**April 2021**

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

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



# **SECTION 4**

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**ROYAL PALM BEACH – ARE YOU  
READY FOR...  
[UPDATED: 5/5/21]**

# A

## Are You Ready for Societal Changes?

### ► Short-Term Trends and Reality – Long-Term Future for Your Community

#### 1. How We Live...

- a. Decline in homeownership
- b. Less value in owning a home – more mobile population
- c. Myth of “Tiny Homes” – development and abandoned, just “too small” to live in
- d. Grandparents moving to live near grandchildren
- e. No desire for home or landscape maintenance
- f. Increasing demand for smaller, high-quality homes – less square footage
- g. Declining market from larger, expensive homes
- h. Expanding need for workforce housing
- i. Expanding need for quality affordable housing
- j. Stigma of “MF” and “those people” – neighborhood resistance to multi-family housing
- k. Aging “baby boomers” needing senior housing: independent living, assisted living, memory care and end of life

#### 2. How We Move...

- a. Exploding use of shared ride – Uber, Lyft, and others – they are here
- b. Personal or shared ride, rental electric scooters supplied Bird, Lime, Bolt, Razor, Skip, Spin (Ford Motor Company) – they are here
- c. Electric vehicles – they are here and needing public charging stations
- d. Autonomous vehicles – they are coming
- e. Desire for more walkable communities – walk to parks and shopping
- f. No desire for commute – increase opportunities to work from home
- g. Subscription cars – they are here at some auto dealers
- h. Uncertain direction and funding for public transportation

### **3. How We Shop...**

- a. Death of the Mall – vacant buildings, reuse of space, demolition and new development
- b. Shopping from the “Couch” or anywhere and anytime – convenient and easy delivery and return
- c. Need for distribution buildings strategically located in a region
- d. Daily deliveries in neighborhoods
- e. Deliver by Uber and drones – delivery without a person
- f. Shopping for everything – luxury to daily necessities
- g. Need for small, specialty retail shops
- h. Fast – next day delivery with PRIME

### **4. How We Eat...**

- a. More families and individuals going out to eat – our lives are too busy with activities
- b. Increasing opportunities to do online grocery shopping – pick up or delivery
- c. Daily shopping for fresh produce and meats
- d. Expanding opportunities for farm to table – Farmers’ Markets to restaurants
- e. Houses without kitchens
- f. Increasing demand for “upscale” fast foods – Panera, Chipotle, etc.
- g. Greater demand for prepared foods, especially from Whole Foods and Trader Joe’s
- h. Growing free or reduced school lunches – many times hidden in the community

### **5. How We Recreate...**

- a. Increasing demand for specialty parks – dog/pet parks, skate park, etc.
- b. Playground for all abilities
- c. Greater demand for programs, services and facilities to support a healthy lifestyle and personal wellness
- d. Pools being replaced by splash pads
- e. Emerging sports – pickleball, lacrosse
- f. Rise of “professional” amateur youth sports and competition for athletic spaces – fields and indoor
- g. Desire/demand for “turf” fields over grass
- h. Expanding demand for adult/senior sports
- i. Increasing competition for game and practice fields
- j. Increasing desire for community events and festivals and competition for both indoor and outdoor spaces

## **6. How We Respond to Climate Change...**

- a. Sea level rise
- b. Beach renourishment direction and funding – do we let islands and low lands disappear
- c. Increasing number of major storm events
- d. Global warming impacts on tourism and agriculture
- e. Increasing use of alternative and renewable energy sources – for Village operations and for the community
- f. Modifications of building and development regulations to incorporate sustainability/resiliency concepts
- g. Impacts on Village infrastructure design and maintenance (e.g. more funding for street maintenance and repairs)
- h. Accommodations for electric vehicles and Village fleets

## **7. How We Address Brain Health – Mental Illness...**

- a. Reluctance to discuss mental illness issues
- b. Embarrassment to family to admit mental health issues
- c. Lack of service professional providers – reliance on volunteers
- d. Police and Fire are the first responders for mental health issues
- e. Lack of follow through after first response
- f. Criminal Justice System is overcrowded with individuals with mental illness
- g. Reluctance to have a community dialog on this problem
- h. Homelessness is linked to mental illness
- i. Lack of/or no funding for mental health and related social services
- j. Defining the Village's role in addressing brain health and associated issues
- k. Brain disease is mental health/illness
- l. Reality treatment has a high-rate of success

## **8. How We Adapt to Current Crisis and Life after COVID-19**

- a. Uncertain revenues for the today and future – Village and State
- b. Alternative delivery of Village service – greater use of online services
- c. Increasing demands for some Village services: Fire/EMS, Police, Solid Waste, etc.
- d. Community outreach and involvement through online mechanisms and processes
- e. Governance through online mechanisms and processes
- f. Village employees tele-commuting in the future and the stresses from working at home
- g. Adjustment of deadlines in development agreements
- h. Projects and programs delayed – next step?
- i. Re-prioritizing Village services
- j. Creative thinking and experimenting with innovations – communications and service delivery services
- k. Manager and employee exhaustion and stress
- l. Demands for immediate decisions
- m. “Curve balls” coming from federal and state government, and Mayor and Village Council
- n. Need for collaboration and partnerships – current and new
- o. Speed of recovery – development projects and housing developments permitting and construction
- p. Increasing regulations and mandates from federal and state government
- q. Slow economic recovery, including a potential severe recession or depression
- r. Preparation for the next crisis
- s. Elimination of travel and conferences
- t. Reality: Declaration of an Emergency – Mayor is incharge, limited roles for Village Council

## **9. How We Create an Equitable Community**

- a. Growing wealth disparity – property rates increasing in many communities
- b. Difficult issue to define and the role of local governments
- c. Difficulty in identifying the root causes
- d. Increasing visible and practiced racism
- e. Growing community diversity – many different cultures, languages and traditions
- f. Access to and increasing costs of education and vocational training
- g. Changing personal attitudes and stereotypes
- h. Increasing political bifurcation – nationally and within a community
- i. Less funding sources and donation level to community non-profit organizations

## **FUNDAMENTAL QUESTION: DO WE HAVE THE**

- **COURAGE TO HAVE A COMMUNITY DIALOG...**
- **COURAGE TO EMPOWER THE COMMUNITY...**
- **COURAGE TO MAKE DIFFICULT DECISIONS THAT BENEFIT AND ADD VALUE TO THE COMMUNITY...**
- **COURAGE TO MAKE CHANGES...**

# **COVID-19 AFTERMATH: INSIGHTS FROM OTHER CITIES**

by Lyle J. Sumek

1. Uncertain revenues for the today and future – Village and State
2. Alternative delivery of Village service – greater use of online services
3. Increasing demands for some Village services: Fire/EMS, Police, Solid Waste, etc.
4. Community outreach and involvement through online mechanisms and processes
5. Governance through online mechanisms and processes
6. Village employees tele-commuting in the future and the stresses from working at home
7. Adjustment of deadlines in development agreements
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**EIGHTEEN POINTS OF CRISIS LEADERSHIP:  
learning lessons and insights from  
true historic crisis leaders  
by Lyle J. Sumek**

**CRISIS – Real Definition**

1. Time of instability – uncertain and unpredictable events and consequences
2. Time of danger – personal threats to life and daily living
3. Time of emotionally significant events – emotional upheaval or radical change in our personal, family and community professional manner lives
4. Time of a turning point – sequence of events which will impact all future events
5. Time of confusion –lack of clarity or certainty and sense of bewilderment
6. Time of hostility –hostile elements tensely opposing each other - in a story or drama
7. Time of suffering – personal hardships for families and individuals
8. Time of sacrifice – giving up something of value and taking personal responsibility for community benefits
9. Time of fear – personal anxiety and dreaded feeling of impending doom, danger or personal threat
10. Time of decisive moment – issues arise on an hourly basis, needing immediate decisions, many of these decisions lead to significant changes; every decision is watched and “second guessed”

## **LEADERSHIP – Time for leaders to step up and to:**

1. Reinforce your and your organization's core values – let them guide your decisions and actions
2. Use the strategic plan and process rather than abandon the plan and process – avoid actions based upon the moment
3. Focus and adjust priorities and resources, use the strategic plan and process to re-calibrate services and redirect priorities when necessary
4. Develop tactical plans guided by vision and outcomes and have flexibility with contingency options – adjusting routinely [Note: there will likely be surprises and the unexpected; and no miracle “cure”]
5. Keep the momentum on other major projects and initiatives
6. Recognize that your decisions and actions can shape/influence the future – however, you are not in control
7. Collect, use data and expert advice to guide your decisions and actions
8. Provide ongoing, regular communications using every possible method
9. Provide messages that are personal messages [me to you], honest/truthful messages, timely messages, authentic messages, shareable messages, responsive messages and message of asking for help and participation
10. Look for new methods and processes for connecting with the community especially using technology; you have the community's attention – it may be easier to connect with the community now
11. Reach out to and expand community partners – working together to address the crisis
12. Keep other community leaders informed and asking for help in communicating with all segments of the community
13. Evaluate and refine organizational services, processes and service delivery – improvements that may endure in the future
14. Look at every moment as a learning and personal development opportunity
15. Instill a sense of reality, a sense of calm and a sense of hope/optimism for the future

16. Let the community and employees know that they have “someone on their side” or “in their corner” – someone who really cares about them, be visible
17. Take a fresh look at your leadership team v engage them in decision making, seek their support and buy in which is critical for implementation, ask: “are they ‘ok’” and what support do they need
18. Do not forget about yourself to maintain your effectiveness (diet, exercise, rest and personal outlet) – you cannot lead if you are not healthy or exhausted; demonstrate vulnerability and ask for help

**C**

## **Royal Palm Beach: COVID-19 Impacts**

# **COVID-19 Reflections: Learning Points and Opportunities Village of Royal Palm Beach**

## **► Learning**

1. Information technology was critical during a pandemic crisis.
2. Be patience with each other.
3. Agility and nimbleness were important when adjusting to an ever-changing and unknown world.
4. Outdoor facilities and activities were important to our RPB residents.
5. Virtual online meetings provided an opportunity for expanded resident attendance and for greater transparency.
6. Cautious and thoughtful decisions are critically important.
7. Outdoor events can happen in a safe manner.
8. Village timely and informative communications was critical for our RPB residents.
9. Residents were shopping online – less retail in-person experiences.
10. Residents successfully worked from home, resulting in less traffic congestion.
11. Initial vaccination rollout was poorly done – has improved
12. Residents needed food and other basic essentials for daily living.
13. Residents volunteered to help other RPB residents – giving time and person energy.
14. Compassion for Village employees with personal and family stresses was important.

► **Learning (continued)**

15. Remote meetings work for some and do not work for others – mixed message.
16. Housing and economy are changing – unknown future.
17. Village has the capacity to make quick and timely changes.
18. The future for corporations, “Class A” offices, retail businesses are uncertain.
19. Take-out dining is likely to continue in the near future.
20. Rules and guidelines from federal and state governments are confusing and always subject to change.
21. Village projects continued during the pandemic.
22. Village employees faced many personal stresses
23. Leadership is critical during a crisis
24. Law enforcement changed – on call individual came out of their homes for services; residents supported Deputies
25. Residents trust Village government

► **Opportunities**

1. Safe outdoor events are important for our RPB residents.
2. Online Village services and processes are important for the future.- continue to expand
3. Seniors returning to indoor facilities is uncertain.
4. Village should look are creative multi-use outdoor venues – (e.g. Toy Car Space with Additional Uses).
5. Teleworking can work for RPB residents and some Village employees.
6. Outdoor dining should continue in the future.
7. Major activities/events are important for RPB residents.
8. Park outdoor amenities and outdoor activities should be expanded.
9. Community outreach on ProjectDox is going forward, including a Webnair for developers.
10. New Village employees need to have computer skills
11. Data-management, policies and procedures need to be development soon
12. Village needs to decide when to open – when?

**COVID-19 IMPACTS:  
PROJECTS AND SERVICE DELIVERY  
Royal Palm Beach, FL  
April 2021**

**DEPARTMENT: Clerk's Office**

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

**1 DIRECT IMPACTS ON SERVICES AND PROGRAMS**

**A. Increased Demand**

Modified public access with Clerk's Office.

Modified all agendas and meeting protocols/practices for all public meetings in response to COVID-19

Monitored and adapted to the changing federal, state and local mandates.

Created electronic participation means for all public meetings

**B. Decreased Demand**

In person interaction

**2 CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)**

None

**3 CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED**

None

**4 NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION**

None



# **COVID-19 IMPACTS: PROJECTS AND SERVICE DELIVERY**

## **Royal Palm Beach, FL**

**April 2021**

### **DEPARTMENT: Community Development**

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

**1. DIRECT IMPACTS ON SERVICES AND PROGRAMS**

**A. Increased Demand**

Creation of emergency, non-contact processes involved extensive personnel resources to implement increasing demand on staff to train themselves and customers.

Work at home rotations created voids in training opportunities to take place involving all personnel.

Lobby customer limits slowed service delivery.

Masked customer interactions create communication barriers and often-undue anxiety, as tone and voice volume is frequently misinterpreted.

**B. Decreased Demand**

As we experienced an immediate reduction in CE service regulation we reduced CE officers by one (1).

We experienced no substantial reduction in Building service demands.

We anticipate a reduction in BTR applications.

**2. CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)**

Implementation of our formal “Project Dox” e-Permitting program was delayed due to COVID.

Standard CE operations were reduced and relaxed concerned due to COVID.

**3. CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED**

We have no upcoming projects affected by COVID.

**4. NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION**

We are looking for developing more processes which can reduce potential exposure should the need continue or need to be implemented again in the future.

**COVID-19 IMPACTS:  
PROJECTS AND SERVICE DELIVERY  
Royal Palm Beach, FL  
April 2021**

**DEPARTMENT: Engineering**

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

- 1 DIRECT IMPACTS ON SERVICES AND PROGRAMS
  - A. Increased Demand  
GIS services, Residential Development
  - B. Decreased Demand  
None
  
- 2 CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)  
Numerous design and construction delays caused by COVID infections. The state has delayed grant funding for land and water and FRDAP grants.
  
- 3 CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED  
None
  
- 4 NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION  
None

**COVID-19 IMPACTS:  
PROJECTS AND SERVICE DELIVERY  
Royal Palm Beach, FL  
April 2021**

**DEPARTMENT: Finance**

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

- 1 DIRECT IMPACTS ON SERVICES AND PROGRAMS
  - A. Increased Demand  
NONE
  - B. Decreased Demand  
NONE
  
2. CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)  
NONE
  
- 3 CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED  
NONE
  
- 4 NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION  
NONE

# **COVID-19 IMPACTS: PROJECTS AND SERVICE DELIVERY**

## **Royal Palm Beach, FL**

**April 2021**

### **DEPARTMENT: Human Resources**

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

**1 DIRECT IMPACTS ON SERVICES AND PROGRAMS**

**A. Increased Demand**

Timely Information and guidance on what to do during crisis and unknown times. Safety became a top priority. Virtual policies and making unique decisions on a case-by-case basis. Increased information being sent out on Employee Assistance, and Healthcare Benefits as well as Federal Relief policies and bills.

**B. Decreased Demand**

Hiring of new people and training.

**2. CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)**

Wellness seminars and in person training programs will be delayed until further CDC guidelines and COVID decreased rates.

**3 CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED**

Until project docs are completed, we are only investigating onboard software and benefits online software products and concentrating on just some paperless pdf forms for now.

**4 NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION**

Our goal in the next couple of years is to have a system for signing documents that doesn't require logging on via a link or huge software changes that can be utilized unilaterally by all departments and employees at home, on their phone, etc., to sign documents and forms. DocuSign was launched but isn't really the long-term answer.

# **COVID-19 IMPACTS: PROJECTS AND SERVICE DELIVERY**

## **Royal Palm Beach, FL**

**April 2021**

### **DEPARTMENT: Information Systems**

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

1. DIRECT IMPACTS ON SERVICES AND PROGRAMS
  - A. Increased Demand
    - Deployment of communications equipment and training to telecommuter. Deployment of online services to the community
    - Training staff to utilize existing and new online services
    - Direct assistance to Residents with online services and web conferencing SW
    - Deployment and assistance with internal and public virtual meeting in a variety of web conferencing platforms
    - Additional deployment of security measures to mitigate threats associated with remote connections to private network
    - Deployment of physical communications measures to support onsite operations
    - Updated information to Citizens
  - B. Decreased Demand
    - **NONE**
2. CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)
  - AnalyticsNow end-user training
  - Naviline HTML5 end user training and rollout
3. CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED
  - I.S. analysis; this will require in-person interaction with Village staff as to evaluate their daily processes activities.

4. NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION

Following will prevent the spread of COVID and benefit Village and Residents post COVID)

- ✓ Make Residents aware and provide assistance with existing and new online services.
- ✓ Continue improving methods for staff to serve Citizens online and not inline.
- ✓ Automate internal processes for more efficient use of staff's time/systems and the handling/exchange of paper (i.e. direct email of pay stubs, 1099, W2, PO, use of digital signatures)
- ✓ Improve connectivity speeds to support increase online demands. As response time affects person's online experience and the likelihood they will continue use online services post-COVID.

# **COVID-19 IMPACTS: PROJECTS AND SERVICE DELIVERY**

## **Royal Palm Beach, FL**

**April 2021**

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

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

**1 DIRECT IMPACTS ON SERVICES AND PROGRAMS**

**A. Increased Demand**

Pavilion rentals, 5K events, movie nights and concerts in the park,

**B. Decreased Demand**

Youth Programs (Lil Sluggers, Soccer Tots, Lil Hoopsters, Summer Camp, Sports Camps), Cultural Center, Recreation Center & Sporting Center rentals

Indoor activities

**2. CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)**

Indoor facility rentals, youth and adult basketball, youth volleyball, senior programming, fitness classes, large special events (Veterans Day, Memorial Day, Kids Yard Sale, Community Yard Sale, Father Daughter Dance, Talent Show, July 4<sup>th</sup> Spectacular, Parks and Recreation Month activities, WinterFest, Rock n Fall Festival, Seafood Festival, Bike Rodeo etc.)

**3 CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED**

Youth flag football, Seafood Festival, July 4<sup>th</sup>, rental of Sporting Center Cafe

**4 NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION**

Outdoor programming, live streaming events, e-sports leagues etc. outdoor pickleball courts,



**COVID-19 IMPACTS:  
PROJECTS AND SERVICE DELIVERY  
Royal Palm Beach, FL  
April 2021**

**DEPARTMENT: Planning & Zoning**

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

**1 DIRECT IMPACTS ON SERVICES AND PROGRAMS**

**A. Increased Demand**

Over the past year we have experience an uptick in application requests.

**B. Decreased Demand**

None

**2. CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)**

None of our programs have been delayed.

**3 CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED**

None

**4 NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION**

None

# **COVID-19 IMPACTS: PROJECTS AND SERVICE DELIVERY**

## **Royal Palm Beach, FL**

**April 2021**

### **DEPARTMENT: Public Works**

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

#### **1 DIRECT IMPACTS ON SERVICES AND PROGRAMS**

##### **A. Increased Demand**

Increased demand for disinfecting buildings, which had a direct impact on DPW budget in supplies, equipment and employee overtime.

Initially (approximately two (2) months), the Public Works Department worked with reduced staff under a modified COOP plan.

Reduced staffing caused a temporary delay in the response time to resident's calls for service.

Reduced staffing also caused a delay in needed routine maintenance.

All impacts were short term, and DPW is currently operating normally.

##### **B. Decreased Demand**

None identified.

#### **2. CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)**

Many small projects were delayed such as Storm Drain Outfall Replacement, Retroreflective Sign Replacement, etc. due to contractor/vendor staffing issues.

#### **3 CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED**

No DPW projects or programs were dropped.

#### **4 NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION**

Identified the need to secure and isolate the FOC lobby to regulate the access to the building. The project was started FY2020 with the installation of a storefront on the main entrance. The project is continuing into FY2021 with the installation of a secondary doorway and modifications to the employee/public interface.

**COVID-19 IMPACTS:  
PROJECTS AND SERVICE DELIVERY  
Royal Palm Beach, FL  
April 2021**

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

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Every office is being impacted by the COVID-19 crisis from daily operations to major projects. Please reflect on the impacts on your office.

- 1 DIRECT IMPACTS ON SERVICES AND PROGRAMS
  - A. Increased Demand
    - Domestic related calls for service
    - Vehicle Burglary calls for service
    - Commercial & Business Burglary calls for service
  - B. Decreased Demand
    - Proactive Traffic Stops
    - Proactive Park/Walk/Talk in parks & commercial locations
    - Civilian personnel schedule changes
  
2. CURRENT PROJECTS OR PROGRAMS – CONSIDERATION FOR DELAY (short term)
  - Operation Pill Drop
  - Fingerprinting for public in District 9 Lobby
  - Open Lobby for public to file/pick-up police reports
  - Neighborhood Watch Meetings
  - Crime Prevention Training for community members
  - PAL Boxing Program
  - Utilization of PBSO Volunteers for high profile
  - Bike helmet safety program
  - Homeowners Association Meetings in person

**3 CURRENT OR UPCOMING PROJECTS OR PROGRAMS –TO BE PUT ON HOLD OR DROPPED**

- Annual Clergy Breakfast
- Annual Principal Breakfast
- Annual July 4<sup>th</sup> in Commons Park
- Annual Seafood Festival in Commons Park
- Annual Unified Food Drive
- Annual Turkey Drive w/local schools

**4 NEW INITIATIVES OR OPPORTUNITIES – NEEDING CONSIDERATION**

- Community Bike Helmet give-away
- Scout Day for both Boys & Girls with Fire Department
- Town Hall Meeting for Neighborhood Watch participants (October)

# **SECTION 5**

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## **STRATEGIC DISCUSSION ON CRITICAL ISSUES [UPDATED: 5/5/21]**

# Village of Royal Palm Beach Topics for Strategic Discussion

► **Topics**

1. Tuttle Royale Development/Mixed-Use Development Vision
  - a. Housing Options
  - b. Family Entertainment
2. State Road 7 Corridor Redevelopment: Vision
3. Mobility Trends and the Future for Royal Palm Beach/TOD PLUS Travel without Cars: Vision
4. Regional Cultural Arts Draw: Vision
5. American Rescue Dollars; Initial Direction
6. Climate Change and “Green” Village/RPB Community – Sustainability/Resiliency: Vision
- 7.
- 8.
- 9.
- 10.

**PRIORITY**

# **SECTION 6**

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## **VILLAGE OF ROYAL PALM BEACH PLAN 2021 – 2026 [UPDATED: 5/7/21]**

# **Village of Royal Palm Beach Goals 2026**

**Financially Sound Government**

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**Responsive Village Services**

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**Abundance of Leisure Choices**

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**Beautiful, Convenient Community**



## Village of Royal Palm Beach Goals 2026 Worksheet

	IMPORTANCE	
	Personal	Team
1. <b>Financially Sound Government</b>	<b>5</b>	<b>1</b>
2. <b>Responsive Village Services</b>	<b>10</b>	<b>2</b>
3. <b>Abundance of Leisure Choices</b>	<b>17</b>	<b>3</b>
4. <b>Beautiful, Convenient Community</b>	<b>18</b>	<b>4</b>
5.		
6.		
7.		
8.		
9.		
10.		

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

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

<b>GOAL 1</b>	<b>FINANCIALLY SOUND GOVERNMENT</b>
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<b>► Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials	5
<b>S</b>	2. Cyber security and the protection of Village information	4
<b>S</b>	3. Impacts of the Coronavirus on Village services, revenues and staff	3
<b>S</b>	4. State of Florida legislation impacting Village revenues and services, impact fees, business tax receipts, food trucks, etc.	3
<b>S</b>	5. Defining and prioritizing the Village services and service levels that are responsive to the community	3
<b>S</b>	6. Determining the direction on the use of the American Rescue Plan dollars	3
<b>L</b>	7. Maintaining fiscal responsibility	2
<b>L</b>	8. Informing residents on Village's plans, projects, services, finances, programs and activities	2
<b>L</b>	9. Expenditures increasing disproportionately to Village revenues	2
<b>L</b>	10. Being true to the Village's mission and services	2

<b>GOAL 1</b>	<b>FINANCIALLY SOUND GOVERNMENT</b>
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<b>► Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>L</b>	11. Maintaining the focus on the Village's core mission and service responsibilities	2
<b>L</b>	12. Uncertain economy and possible next recession or inflation	1
<b>L</b>	13. Communicating with and engaging the residents	1
<b>L</b>	14. Village workload and limited capacity for additional work or tasks; use of consultants or contractors, increasing development projects	1
<b>L</b>	15. Securing Village information, data and processes	1
<b>L</b>	16. Finding quality candidate for Village employment	1
	17. Strong financial reserves without debt	0
	18. Increase in the volume and complexity of public record and data requests	0
	19.	
	20.	

<b>GOAL 1</b>	<b>FINANCIALLY SOUND GOVERNMENT</b>
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<b>► Actions 2021 – 2022</b>			<b>PRIORITY</b>
<b>P</b>	1. Balanced Budget FY '22 without a Tax Increase	2020 M/VC	5
<b>P</b>	2. Village Capital Plan with Revenue Projects and Plan (5-Years)	2020 M/CC	5
<b>M</b>	3. Federal American Rescue Dollars: Regulations and Village Guidelines****	M/VC Mgmt	MGMT
<b>M</b>	4. Long Range Financial Model/Projection: Update and Direction	M/VC	MGMT
	5.		
	6.		
	7.		
	8.		

<b>GOAL 1</b>	<b>FINANCIALLY SOUND GOVERNMENT</b>
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<b>► On the Horizon 2022 – 2026</b>		<b>TIME</b>
1. Senior Rider Discount Future Years: Report and Direction	OTH	
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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	PRIORITY
<p>► <b>Objectives</b></p> <p><b>Objective 1</b> Listen to and understanding the service needs of residents and families in context of Village service responsibilities and capacity</p>	
<p><b>Objective 2</b> Enhance residents' positive engagement with Village government</p>	
<p><b>Objective 3</b> Maintaining top-quality Village workforce with appropriate compensation</p>	
<p><b>Objective 4</b> Upgrade Village facilities, buildings and equipment at a high level</p>	
<p><b>Objective 5</b> Invest in the maintenance and upgrade of Village infrastructure</p>	
<p><b>Objective 6</b></p>	
<p><b>Objective 7</b></p>	
<p><b>Objective 8</b></p>	
<p><b>Objective 9</b></p>	
<p><b>Objective 10</b></p>	



<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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<b>► Value to Community</b>	<b>PRIORITY</b>
1. Services delivered with you in mind	
2. Sense of pride in Village services and facilities	
3. Value for tax dollars and fees	
4. Timely response for calls for service	
5. Attractive, functional Village facilities and infrastructure	
6.	
7.	
8.	
9.	
10.	

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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<b>► Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. Creating a safe environment in public areas which provides professional interaction – Village buildings, facilities and parks	5
<b>S</b>	2. Increasing frequency and severity of cyber-attacks and security breaches	4
<b>S</b>	3. Reduced Federal and State government funding	3
<b>S</b>	4. Continuing and enhancing the effective methods for communicating with the community	3
<b>S</b>	5. Continuing to enhance the customer’s experience	3
<b>S</b>	6. Recovering from the impacts of COVID	3
<b>S</b>	7. Understanding the direction, policies and programs of the new Federal government administration	3
<b>L</b>	8. Over use and maintaining facilities	2
<b>L</b>	9. Involving the entire community to obtain input and feedback for policy development, planning and decision making	2
<b>L</b>	10. Maintaining a highly skilled, customer-oriented workforce dedicated to serving the Royal Palm Beach community	1

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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<b>► Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>L</b>	11. Funding for facility maintenance, repairs and upgrades	1
<b>L</b>	12. Village government “pushing” information out to residents with a consistent message	1
<b>L</b>	13. Increasing mandates and regulations impacting Village service delivery	1
<b>L</b>	14. Residents turning to Village government to resolve issues	1
<b>L</b>	15. Losing sight and focus on the Village’s mission and core service responsibilities	1
	16. Streamlining the development and permitting processes, including electronic submittal	0
	17. Investing in technology upgrades	0
	18. Finding qualified candidates in a competitive market	0
	19. Increasing volume and complexity of public records requests	0
	20.	

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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<b>► Actions 2021 – 2022</b>			<b>PRIORITY</b>
<b>P</b>	1. Recreation Center Remodel/Expansion: Needs Assessment and Design ****	2020 M/VC Mgmt	5
<b>P</b>	2. Village Hall Replacement: Additional Funding****	2020 M/VC Mgmt	4
<b>P</b>	3. Transportation Fee: Concept Development and Village Participation (including TOD Plus)	M/VC	4
<b>P</b>	4. State of the Village: Concept and Presentation	M/VC	4
<b>P</b>	5. COVID-19 Pandemic: After-Action Report and Plan for the Future (including Emergency Management Plan Update; Services and Staffing Update)	M/VC	3
<b>M</b>	6. Additional Video Surveillance Cameras in RPB Commons Parks	2020 M/VC	MGMT
<b>M</b>	7. Data Base Management Policy and Procedural Manual	Mgmt	MGMT
<b>M</b>	8. LaMancha Avenues Extension (Bilboa Street/Okeechobee Boulevard)	OTH Mgmt	MGMT

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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<b>► Actions 2021 – 2022</b>			<b>PRIORITY</b>
<b>M</b>	9. Changing the Qualifying Period to December*****	Mgmt	MGMT
<b>M</b>	10. Re-Opening Villages Programs and Services*****	Mgmt	MGMT
	11. Municipal Code: Revision a. Fences b. Accessory Structures c. LP Tank Storage d. Engineering Violations	CD	2
	12. Alternative Village Vehicles Preparation: Trend Analysis, Best Practices, Report with Options, Direction and Village Actions	M/VC	2
	13. Village Social Media Policy and Expanded Presence	M/VC Mgmt	1
	14. On Street Parking with Curb and Gutter at Royal Palm Beach Elementary School/Standing in Designated Areas Ordinance: Direction	OTH M/VC Mgmt	0
	15. Customer Service Program/Training: Report with Options, Direction, Funding and Village Actions	M/VC	0
	16. Schools Grants Program: Goals/Outcomes, Best Practices, Report with Options, Direction and Village Actions	M/VC	0

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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<b>► Management in Progress 2021 – 2022</b>			<b>TIME</b>
1. SunGard/HTE/Analytics Advance Reporting Software: Deployment	MIP		
2. CE Mapping on GIS Phase 2: Completion	MIP		
3. Maintenance Contract: Award Bid [1]	MIP		
4. P & Z Development Application Manuals: Refinement	MIP		
5. Mobile Mapping and Inspections: Integration for Superion/HTE (Database System)	MIP		
6. Real-Time Mapping of Current Open Permits	MIP		
7. Liability and Waiver Forms/Signage: Revamp	MIP		
8. Recreation Online Registration and Signature	MIP		
9. 2022 Municipal Elections	MIP C		
10. Planning Website: Update	MIP		

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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		TIME
<b>► Management in Progress 2021 – 2022</b>		
11. Cyber Security: Enhancements	MIP	
12. Municipal Lien Searches	MIP	
13. VECTOR Information	MIP	
14. Inspectors/Plan Reviewers Cross Training	MIP	
15. Map-Based Search for Building Records: Implementation a. GIS b. Laserfiche c. Superion	MIP	
16. State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions	Mgmt	
17. Cultural Center Art Purchase: Completion	Mgmt	
18. Records Retention/Management	VC	
19. Project Dox-E-Permitting: Implementation	CD	
20. GIS-CE Layer Courtesy and Violations	CD	

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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		TIME
<b>► Management in Progress 2021 – 2022</b>		
21. Cross-Training Inspector's/Plan Reviewers	CD	
22. Laserfiche information and Coordination with Payroll	HR	
23. Onboarding and Benefit Open Enrollment Bentek and Neo Gov	HR	
24. Village Employee Wellness Program: Start Up	HR	
25. Property Schedule: Update	HR	
26. Planning DocShuttle	IS	
27. AnalyticsNow End-User Training: Completion	IS	
28. Naviline HTM5 Training: Completion	IS	
29. ProjectDox and OAS Software Upgrades to TEST and Production Environment	Is	
30. INFORMATION SYSTEMS Security Audit	IS	



<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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		TIME
<b>► Management in Progress 2021 – 2022</b>		
31. Purchasing DocShuttle	IS	
32. GO LIVE with Engineering ePermitting	IS	
33. ProjectDox Community Outreach: Development	IS	
34. Automate 1099 Yearly Print/Distribution Process	IS	
35. Automate Print/Issuing of Purchase Order (PO)	IS	
36. Automate W2 Yearly Print/Distribution process	IS	
37. Automate Laserfiche Document Indexing for Departments	IS	
38. AS400 Users to Naviline Graphical Client Interface: Transfer	IS	
39. AnalyticsNow NaviLine Dashboards: Development	IS	
40. Flow Chart for the Development Review Procedures	P&Z	

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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<b>► Management in Progress 2021 – 2022</b>			<b>TIME</b>
41. Development Review Procedures for Applicants	P&Z		
42. Building Permit Tracking Sheet	P&Z		
43. Project Maps and various Zoning Maps: Update	P&Z		
44. Planning and Zoning Department Website: Update	P&Z		
45. Development Application Manuals: Creation	P&Z		
46. Aquatic Vegetation Maintenance	PW		
47. Debris Removal and Sidewalk Pressure Cleaning: Re-Bid	PW		
48. Trucks, PW21TR	PW		
49. Upgrading Security Cameras/Mag Locks/Roof at FOC: Budget Funding	PW		
50.			

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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		TIME
<b>► Major Projects 2021 – 2022</b>		
1. Bridge Slope Stabilization (PW 1709/PW1806) a. Notice to Proceed b. Construction	MP	
2. RPB Commons Lighting Phase 2 (PR1903) a. Design b. Award c. Construction	MP	
3. RPB Commons Parking Lot Expansion (PR1602): Construction	MP	
4. Okeechobee Boulevard West Landscape Improvements (PW2006) a. Award b. Construction	MP	
5. Parks ADA Compliance Project: Robiner Park (PR1807) a. Bid b. Construction	MP	
6. Canal Dredging Project a. Bid b. Construction	MP	
7. Southern/Royal Palm Beach Gateway: Enhancements (EN2002): Construction	MP	
8. Civic Center Way Monument Signs (PW2004): Construction	MP	
9. Water Treatment Plant (PW1802/PW1902): Design	MP	
10. Public Works Lobby – Security Project: Construction	MP	

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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		TIME
<b>► Major Projects 2021 – 2022</b>		
11. Backflow Preventers Replacement (PW21BF)	MP	
12. Annual Street Sign Retro Reflectivity (PW21SS)	MP	
13. Annual Street Restriping (PW21SR)	MP	
14. Annual Street Striping (2021)	MP	
15. SR 80 Street Lights Replacement Fixtures: Completion	MP	
16. Drainage System Improvements (PW 1903): Design	MP	
17. Street Lights LED Village Wide: Completion (FPL 2023)	MP	
18. Camellia Ditch Restoration	OTH Mgmt	
19. Expanded Security Cameras: Direction and Funding a. Commons Park b. Public Works Upgrade	OTH Mgmt	
20. A/C Replacement, PW21AC	PW	

<b>GOAL 2</b>	<b>RESPONSIVE VILLAGE SERVICES</b>
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<b>► On the Horizon 2022 – 2026</b>		<b>TIME</b>
1. Turf Fields [5]	OTH	
2. Village Hall Art Program: Direction and Village Action	OTH	
3. Camellia Parking Lot Paving	OTH	
4. Management Succession Planning and Program: Report and Village Actions	OTH M/VC	
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<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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	PRIORITY
<p>► <b>Objectives</b></p> <p><b>Objective 1</b> Maintain existing parks at a high service level</p>	
<p><b>Objective 2</b> Develop and enhance recreation programs and services for all ages</p>	
<p><b>Objective 3</b> Develop more venues at Commons Park</p>	
<p><b>Objective 4</b> Develop additional park venues</p>	
<p><b>Objective 5</b> Enhance quality of community events</p>	
<p><b>Objective 6</b> Expand arts and culture facilities and opportunities</p>	
<p><b>Objective 7</b> Develop bike/pedestrian access points to Commons Park through easements between houses</p>	
<p><b>Objective 8</b></p>	
<p><b>Objective 9</b></p>	
<p><b>Objective 10</b></p>	

<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► Value to Community</b>	<b>PRIORITY</b>	
1. More leisure and recreation choices for all family generations		
2. Convenience – parks and leisure amenities near home		
3. Recreation programs and services responsive to the community needs		
4. Family-oriented activities at an affordable rate		
5. More reasons to live in Royal Palm Beach		
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<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. Wide variety of offerings for seniors	4
<b>S</b>	2. Aging facilities needing repairs and upgrades, replacements	4
<b>S</b>	3. Maintaining safe parks and facilities	3
<b>S</b>	4. Finding ways to reach and attract teenagers through recreational programming	3
<b>S</b>	5. Connector to Commons Park	3
<b>S</b>	6. Changing recreational and leisure patterns by family generations	3
<b>S</b>	7. Defining Village's role in arts and culture	3
<b>L</b>	8. Degree of cost recovery and Village subsidy	2
<b>L</b>	9. Affordable choices – keeping the costs down	2
<b>L</b>	10. Rental space at Cultural/Business Center marketing	2



<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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	PRIORITY	
<b>► Challenges and Opportunities</b>		
<b>L</b> 11. Over use of athletic facilities and maintenance	2	
<b>L</b> 12. Responding to the demands for eSports	2	
<b>L</b> 13. Drainage and retention of water on the Great Lawn	2	
<b>L</b> 14. Tapping the potential of the two large pavilions at RPB Commons Park	1	
15. Attracting volunteers to help mentor or coach	0	
16. Parks impacting residential neighborhoods	0	
17. Transport to Great Lawn	0	
18. Extremely busy spring calendar – February – March and Year Round	0	
19.		
20.		

<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► Actions 2021 – 2022</b>			<b>PRIORITY</b>
<b>P</b>	1. Senior Programs: Re-Evaluation, Report with Options, Direction and Funding	M/VC	5
<b>P</b>	2. Major Community Festival: Goals, Report with Options, Direction and Village Actions (e.g., Blueberry Festival)	M/VC	5
<b>P</b>	3. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Priority and Funding	Mgmt	4
<b>P</b>	4. All Access Park Development	2020 M/VC Mgmt	3
<b>P</b>	5. Zip Line Venue: Report with Options, Direction, Potential Partners and Village Action	M/VC	3
<b>P</b>	6. Katz Soccer Complex Improvements: Priority and Funding a. Total Soccer Field Renovation (2) b. Shade Structure	Mgmt	3
<b>M</b>	7. Shakespeare by the Sea in RPB Commons Park (8 Performances)	2020 M/VC Mgmt	MGMT
<b>M</b>	8. Crestwood North Park Development****	2020 M/VC Mgmt	MGMT

<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► Actions 2021 – 2022</b>			<b>PRIORITY</b>
9. Cultural Center as a Regional Destination: Goals, Report with Options, Direction and Village Actions	M/VC	2	
10. eSport: Market Analysis/Community Needs, Goals, Village Role, Report with Options, Direction and Village Actions	M/VC	2	
11. Ferrin Park Drainage on Field #3 Correction: Priority and Funding	Mgmt	2	
12. Preservation Park Improvements: Priority and Funding a. Plexipave R/C track and Convert to Pickleball Courts b. Resurface Skate Park with Plexipave and Add Additional Ramp(s)	Mgmt	2	
13. RPB Commons Island Renovation	2020 Mgmt	1	
14. Additional Pickle Ball Courts: Direction	OTH M/VC Mgmt	1	
15. ADA Parks, Playgrounds and Venues: Next Steps	M/VC	1	
16. Todd Robiner Park: Add Independent Accessible Play Equipment Funding	Mgmt	1	

<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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▶ Actions 2021 – 2022		PRIORITY
17. Cultural Center Stage Curtains to Match Décor Replacement: Priority and Funding	Mgmt	1
18. Camellia Park Improvements: Priority and Funding a. Tennis Courts Resurface b. Fencing around Playground	Mgmt	0
19. Commons Park Improvements: Priority and Funding a. Automated Bike and & Kayak Rental Station b. Additional Corporate Pavilions c. Village Signage “Park Operations Center” Building d. Sports Center Lobby Public Use Policy e. Second 18-Hole Disc Golf Course (North side)	Mgmt	0
20. Park Furniture Additional: Priority and Funding	Mgmt	0
21. RPB Commons Trams [2]: Direction and Funding	OTH Mgmt	00
22. Moonlight Park: Replace Playscape Funding	Mgmt	0
23. Park Shade Structure Additional: Priority and Funding	Mgmt	0
24. Toy Car Racing Venue: Evaluation of Use, Report with Additional Uses, Direction and Village Actions	M/VC	0

<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► Management in Progress 2021 – 2022</b>		<b>TIME</b>
1. Café Operations: Award Contract	MIP	
2. Father – Daughter Night Out	MIP	
3. 2 <sup>nd</sup> Halloween Event	MIP	
4. Mayor’s Benefit Golf Tournament	MIP	
5. Annual Pickle Ball Tournament: Establishment	MIP	
6. Car Portico at Cultural Center	MIP	
7. Cultural Center Marketing	MIP	
8. Webpage for Pavilion Rentals: Creation	P&R	
9. Commons Park Access (EN1902) – Purchase land for Future Access Points to Royal Palm Beach Commons Park	Engr	
10. PAL Participation Increase	PBSO	

<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► Major Projects 2021 – 2022</b>		<b>TIME</b>
1. Bob Marcello Park Picnic Pavilion (PR1917)	MIP	
2. RPB Commons Large Pavilions [2]	MIP	
3. Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence (PR1807) a. Design b. Award c. Construction	MP	
4. Gazebo in Homeplace Park: Construction	MP	
5. Bob Marcello Park Pavilion Installation	MP	
6. Sports Center Landscape Lighting and Retaining Wall (PR2004) a. Design b. Construction	MP	
7. Pine Road Park: Install Pathway Lighting.	P&R	
8. Commons Park: Expand P.O.C. Laydown Yard	P&R	
9. Commons Park: Install Canvas Entry Covers over the Walkway of the Sporting Center	P&R	
10. Commons Park: Install Stairway from Golf Parking Lot to Poinciana Boulevard	P&R	

<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► Major Projects 2021 – 2022 – 2022</b>			<b>TIME</b>
11. Commons Park: Install (2) Concrete Walkways from Poinciana Boulevard into Splash Pad	P&R		
12. Commons Park: Install Concrete Walkways to Access Front of Stage	P&R		
13. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting.	P&R		
14. Commons Park: Additional Exercise Equipment	P&R		
15. ALL Playgrounds: Install Perimeter Fencing	P&R		
16. Various Playgrounds: Install Shade Structures	P&R		
17. Marcello Park: Installation of Pavilion	P&R		
18. Homeplace Park: Installation of Gazebo	P&R		
19. Commons Corporate Picnic Pavilions (PR2105)	Engr		
20. Sporting Center: Lighting Replacement (Main Floor)	P&R		

<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► Major Projects 2021 – 2022</b>			<b>TIME</b>
21. Southern Blvd. Park (PR1901) – Design and Construction of a 10-15 Acre Park	Engr		
22. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building	Engr		
23. Park Road North Parking and Pathway (EN2201) – Walkway Construction	Engr		
24. Commons Parking and Pathway Expansion (PR1602)	Engr		
25. FPL Pathway Lighting (EN1901)	Engr		
26. FPL Pathway Dry Detention Ponds (EN1904)	Engr		
27. Canal System Rehabilitation (SW1901)	Engr		
28. Commons Perimeter Pathway Lighting (PR1903)	Engr		
29. Camellia Park Drainage Improvements (PR1822)	Engr		
30.			



<b>GOAL 3</b>	<b>ABUNDANCE OF LEISURE CHOICES</b>
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<b>► On the Horizon 2022 – 2026</b>		<b>TIME</b>
1. Park Ranger Program: Direction and Funding	OTH	
2. Driving Range Safety Net at Commons Park: Direction and Funding	OTH	
3. Community Events at Neighborhood Parks: Direction and Funding	OTH	
4. RPB Commons North Village Hall Access Pedestrian/Bike Bridge and Off Street Bike/Pedestrian Pathway: Direction and Funding	OTH	
5. Camellia Park Building: Direction and Funding	OTH	
6. Southern Properties Park Development: Direction and Funding	OTH	
7. Earth Day Canal Bank Stabilization: Direction and Funding	OTH	
8. RPB Commons West Central Recreation Center Access: Pedestrian/Bike Bridge and Off Street Bike/Pedestrian Pathway; Direction and funding	OTH	
9. Kite Event at Commons Par Report, Direction and Village Actions	OTH	
10. Art in the Parks: Direction and Village Actions	OTH	

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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		PRIORITY	
<b>► Objectives</b>			
<b>Objective 1</b>	Redevelop the State Road 7 Corridor consistent with the Village vision	5	
<b>Objective 2</b>	Have a successful Tuttle Royale development as a mixed-use activity destination	5	
<b>Objective 3</b>	Maintain a beautiful community	4	
<b>Objective 4</b>	Maintain a safe community	4	
<b>Objective 5</b>	Improve mobility for Village residents within Royal Palm Beach and to the region	3	
<b>Objective 6</b>	Maintain a collaborative relationship with schools	2	
<b>Objective 7</b>	Maintain attractive commercial areas: centers, buildings and landscaping	1	
<b>Objective 8</b>	Have homes and buildings meeting/exceeding minimum property maintenance standards and Village codes	1	
<b>Objective 9</b>			
<b>Objective 10</b>			

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Value to Community</b>	<b>PRIORITY</b>	
1. Protection of home and property values		
2. More personal and family time		
3. Predictable, acceptable travel times		
4. Saving time since there is no need to leave the Village		
5. Variety of job opportunities for residents		
6. Greater pride in Royal Palm Beach community		
7. Predictable development and redevelopment guide by the Village's plans		
8.		
9.		
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<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>S</b>	1. Development in West County and the impacts on Royal Palm Beach: Minto West, Highland Dunes, GL Homes, Vavrus Ranch	5
<b>S</b>	2. Developing a family-friendly entertainment destination at Tuttle Royale as part of a mixed-use development	5
<b>S</b>	3. Understanding the impacts of COVID pandemic on local businesses	4
<b>S</b>	4. Developing common visions for State Road 7 corridor, mobility	4
<b>S</b>	5. Residents taking responsibility to lock vehicles	3
<b>S</b>	6. Aging commercial centers needing rejuvenation or upgrade	3
<b>S</b>	7. Traffic congestion and limiting road capacity	3
<b>L</b>	8. Maintaining the character of Royal Palm Beach – the reasons that residents make the choice to live here	2
<b>L</b>	9. Developing micro-mobility options	2
<b>L</b>	10. Developing vacant and underutilized properties	2

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Challenges and Opportunities</b>		<b>PRIORITY</b>
<b>L</b>	11. Residents' and property owner's willingness to invest in maintenance or upgrade	2
<b>L</b>	12. High cost of housing the impacts on community demographics	2
<b>L</b>	13. Maintaining/enhancing residential property values	2
<b>L</b>	14. Increasing problems associated with homeless population	1
<b>L</b>	15. Increase in vehicle thefts, vehicle burglaries and other property crimes	1
<b>L</b>	16. Encouraging an efficient, effective transportation network	1
<b>L</b>	17. Working with Palm Beach County Schools (administration and principals): schools' boundaries, school capacity, charter schools	1
<b>L</b>	18. Business attraction and investment in Royal Palm Beach	1
<b>L</b>	19. Lack of common vision for transportation, transit and mobility	1
	20. Deputy time on vehicle thefts, vehicle burglaries and other property crimes	0

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Actions 2021 – 2022</b>			<b>PRIORITY</b>
<b>P</b>	1. State Road 7 Corridor Vision and Plan*****	2020 M/VC Mgmt	5
<b>P</b>	2. Mobility Vision and Plan*****	2020 M/VC Mgmt	4
<b>P</b>	3. Outdoor Dining Regulations: Requests, Review Needs and Opportunities, and Direction	M/VC	3
<b>P</b>	4. Alternative Vehicles Preparation: Trend Analysis, Best Practices, Report with Options, Direction and Village Actions	M/VC	3
<b>P</b>	5. Affordable Housing Goal and Strategy: Definition, Goals/Outcomes, Best Practices, Report with Options, Direction and Village Actions	M/VC	3
<b>P</b>	6. Old Buildings/Commercial Centers: Problems Analysis, Best Practices, Village Role, Report with Options, Direction, Funding and Village Actions	M/VC	3
<b>M</b>	7. State Road 7: Advocacy	2020 M/VC	MGMT
<b>M</b>	8. LPR Cameras Expansion	2020 M/VC	MGMT

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Actions 2021 – 2022</b>			<b>PRIORITY</b>
<b>M</b>	9. Sign Code: Update	OTH Mgmt	MGMT
<b>M</b>	10. Homeless Strategy and Village Action Plan: Evaluation Report	M/VC	MGMT
	11. Public Arts Policy Implementation: Review, Direction and Funding	2020 M/VC Mgmt	2
	12. Hospital Annexation/Hospital Ordinance	2020 M/VC Mgmt	2
	13. Enclaves Annexation: Update Report and Direction	M/VC	2
	14. Feeding South Florida – Post-Pandemic: Report and Direction	M/VC	2
	15. Solar Lighting: Report with Options, Direction and Funding	M/VC	1
	16. Green Development Policy and Regulations: Goals, Review Existing Policies and Regulations, Report with Options, Direction and Village Actions	M/VC	1

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Actions 2021 – 2022</b>			<b>PRIORITY</b>
17. Shade Trees Policy/Requirements; Review and Direction	M/VC		1
18. Bike Signage/Wayfinding Signs: Grant Application	2020		0
19. Entrance Signs at Other Locations: Direction*****	Mgmt		0
20. Code Enforcement: Performance Review Report with Findings, Direction and Village Actions	M/VC		0
21.			
22.			
23.			
24.			



<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Management in Progress 2021 – 2022</b>		<b>TIME</b>
1. Schools Zone Flashing Beacons Requirements a. Design/Plan b. Construction	MIP	
2. Bus Stops: Update Report	MIP	
3. Community Education: “Lock Your Vehicle”	MIP	
4. Sector Patrol Boundaries Analysis	MIP	
5. Crime Reduction through Directed Patrol Plans	MIP	
6. Neighborhood Watch/Crime Reduction Program: Expansion	MIP	
7. Bella Sera Build Out: Next Phase	CD	
8. Tuttle Royale Phase 2: Review	CD	
9. ADA Improvements phase II (EN23) – Curbs Ramps and Sidewalks Modification	Engr	
10. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction	Engr	

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Management in Progress 2021 – 2022</b>			<b>TIME</b>
11. Flood – Community Rating System Cycle Visit	Engr		
12. ALDI Park PID Remaining Parcels	P&Z		
13. Permitting of Community Residential Homes Administration	P&Z		
14. Accessory Structure side Setback: Revision	P&Z		
15. No Wake Zones: Review	PW		
16. Fountain R&R: Project Development	PW		
17. Okeechobee Blvd. Entry Sign Landscape Improvements.	PW		
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<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Major Projects 2021 – 2022</b>	<b>MP</b>	<b>TIME</b>
1. Crack Fill Program – Pilot Project a. Award Contract b. Construction	MP	
2. Canal System Dredging Project (SW1901) a. Bid b. Construction	MP	
3. FPL Pathway Lighting (FPL) (EN1901): Construction	MP	
4. Annual Vegetation Maintenance	MP	
5. Annual Sidewalk Trip Hazards Repair	MP	
6. LaMancha Avenue Extension: Grant	MP	
7. RPB Commons Natural Attention	MP	
8. Road Resurfacing Design (PW19RR) a. Easton Court b. Kent Court c. Morgate Drive d. Sparrow Drive e. Wildcat Way	Engr	
9. Southern-Royal Palm Beach Blvd Gateway (EN2002)	Engr	
10. PL Residential Street Light Conversions to LED (EN2004)	Engr	

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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		TIME
<b>► Major Projects 2021 – 2022</b>		
11. License Plate Reader Cameras (EN2105)	Engr	
12. Road Re-Surfacing (PW21RR)	Engr	
13. Road Re-Surfacing (PW20RR)	Engr	
14. WTP Site Modifications (PW1902)	Engr	
15. Storm Drain Outfall Replacement (PW21SD)	PW	
16. Drainage System Improvements (PW1903)	PW	
17. Civic Center Way Monument Signs (PW2004)	PW	
18. Okeechobee Blvd West Landscape Improvements (PW2006)	PW	
19. School Zone Flashing Beacons (PW2107)	PW	
20. Bridge Slope Stabilization (PW1806)	PW	

<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► Major Projects 2021 – 2022</b>			<b>TIME</b>
21. Belvedere Road Lighting (PW2106)	PW		
22. Guard Rail Replacement (PW2104)	PW		
23. Street Light Replacement – LaMancha (PW2105)	PW		
24. Camellia Park Drainage Improvements (PR1822)	PW		
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<b>GOAL 4</b>	<b>BEAUTIFUL, CONVENIENT COMMUNITY</b>
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<b>► On the Horizon 2022 – 2026</b>		<b>TIME</b>
1. Airport Zone Ordinance: Update (FDOT)	OTH	
2. Homeless Strategy and Village Action Plan: Problem Analysis, Report with Options, Direction and Funding	OTH	
3. Special Exceptions Ordinance: Update	OTH	
4. Community Cameras: Report with Best Practices and Options, Direction and Funding	OTH	
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# **SECTION 7**

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## **ACTION AGENDA 2021 – 2022 [SUMMARY: 5/8/21]**

# **Village of Royal Palm Beach Goals 2026**

**Financially Sound Government**



**Responsive Village Services**



**Abundance of Leisure Choices**



**Beautiful, Convenient Community**



## Definitions of Terms

### **POLICY –**

is an issue that needs direction or a policy decision by the Board; or needs a major funding decision by the Board; or an issue that needs Board 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 Board has set the overall direction and provided initial funding (e.g., phased project), may require further Board 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 Board has set the direction, needs staff work before going to Board for direction next year or beyond, no choice mandated by an outside governmental agency or institution, management process improvement budgeted or funded by the Board.

### **MAJOR PROJECT –**

a capital project funded in the CIP or by Board 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 Board 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.

**Royal Palm Beach  
Policy Agenda 2021 – 2022  
Targets for Action**

**TOP PRIORITY**

**Balanced Budget FY '22 without a Tax Increase**

**Recreation Center Replacement/Expansion: Needs Assessment and Design**

**State Road 7 Corridor Vision and Plan**

**Village Hall Replacement: Construction and Additional Funding**

**Mobility Vision and Plan**

**Alternative Vehicles Preparation:  
Trend Analysis, Best Practices, Business Plan and Direction**

## **HIGH PRIORITY**

**Major Community Festival:  
Goals, Report with Options, Direction and Village Actions**

**Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing  
Stations: Priority and Funding**

**All Access Park Development**

**State of the Village: Concept and Presentation**

**COVID-19 Pandemic: After-Action Report and Plan for the Future**

**Katz Soccer Complex Improvements: Priority and Funding**

**Hospital Annexation/Hospital Ordinance**

# Royal Palm Beach Policy Agenda 2021 – 2022

► Policy Targets for Action		PRIORITY		
		PRIORITY	TOP	HIGH
<b>1</b>	1. Balanced Budget FY '22 without a Tax Increase	TOP	4	-
<b>2</b>	2. Recreation Center Replacement/Expansion: Needs Assessment and Design	TOP	4	-
<b>4</b>	3. State Road 7 Corridor Vision and Plan	TOP	4	-
<b>2</b>	4. Village Hall Replacement: Construction and Additional Funding	TOP	3	-
<b>4</b>	5. Mobility Vision and Plan	TOP	3	-
<b>4</b>	6. Alternative Vehicles Preparation: Trend Analysis, Best Practices, Business Plan and Direction	TOP	3	-
<b>3</b>	7. Major Community Festival: Goals, Report with Options, Direction and Village Actions (e.g. Blueberry Festival)	HIGH	2	5
<b>3</b>	8. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Priority and Funding	HIGH	2	4

\*Number in far left column relates to the Goal that the Action associated.

# Royal Palm Beach Policy Agenda 2021 – 2022

► Policy Targets for Action		PRIORITY		
		PRIORITY	TOP	HIGH
3	9. All Access Park Development	HIGH	1	4
2	10. State of the Village: Concept and Presentation	HIGH	0	4
2	11. COVID-19 Pandemic: After-Action Report and Plan for the Future (including Emergency Management Plan Update; Services and Staffing Update)	HIGH	2	3
3	12. Katz Soccer Complex Improvements: Priority and Funding a. Soccer Field Renovation (2) b. Shade Structure	HIGH	1	3
3	13. Hospital Annexation/Hospital Ordinance	HIGH	1	3
1	14. Village Capital Plan with Revenue Projects and Plan (5-Years)			
2	15. Transportation Fee: Concept and Village Participation (including TOD Plus)		1	1
4	16. Outdoor Dining Regulations: Requests, Review Needs and Opportunities, and Direction		1	1

# Royal Palm Beach Policy Agenda 2021 – 2022

► Policy Targets for Action		PRIORITY		
		PRIORITY	TOP	HIGH
4	17. Housing Baseline Data Report; Development		0	1
	18. Zip-Line Venue: Report, Direction and Partner		0	0
3	19.			
	20.			
	21.			
	22.			
	23.			
	24.			

# **Royal Palm Beach Management Agenda 2021 – 2022 Targets for Action**

## **TOP PRIORITY**

**Federal American Rescue Dollars: Regulations and Village Guidelines**

**Changing the Qualifying Period to December**

**Re-Opening Villages Programs and Services**

**Shakespeare under the Palms in RPB Commons Park**

**LPR Cameras Expansion**

## **HIGH PRIORITY**

**Additional Video Surveillance Cameras in RPB Commons Parks**

**Crestwood North Park Development**

**LaMancha Avenue Extension (Bilboa Street/Okeechobee Boulevard)**

**Sign Code: Update**

**Municipal Code: Revision**

# Royal Palm Beach Management Agenda 2021 – 2022

► Management Targets for Action		PRIORITY		
		PRIORITY	TOP	HIGH
<b>1</b>	1. Federal American Rescue Dollars: Regulations and Village Guidelines	TOP	5	-
<b>2</b>	2. Changing the Qualifying Period to December	TOP	3	-
<b>2</b>	3. Re-Opening Villages Programs and Services	TOP	3	-
<b>3</b>	4. Shakespeare under the Palms in RPB Commons Park	TOP	3	-
<b>4</b>	5. LPR Cameras Expansion	TOP	3	-
<b>2</b>	6. Additional Video Surveillance Cameras in RPB Commons Parks	HIGH	2	5
<b>3</b>	7. Crestwood North Park Development	HIGH	1	5
<b>2</b>	8. LaMancha Avenue Extension (Bilboa Street/Okeechobee Boulevard)	HIGH	2	3



# Royal Palm Beach Management Agenda 2021 – 2022

► Management Targets for Action		PRIORITY		
		PRIORITY	TOP	HIGH
<b>4</b>	9. Sign Code: Update	HIGH	2	3
<b>2</b>	10. Municipal Code: Revision	HIGH	1	3
<b>4</b>	11. State Road 7: Advocacy		0	1
<b>1</b>	12. Long-Range Financial Model/Projection: Update and Direction		0	0
<b>2</b>	13. Data Base Management Policy and Procedural Manual		0	0
	14.			
	15.			
	16.			

**Royal Palm Beach  
Action Outlines 2021 – 2022**

<b>GOAL 1</b>	<b>Financially Sound Government</b>
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<b>ACTION:   Balanced Budget FY '22 without a Tax Increase</b>	<b>PRIORITY</b>						
	<i>Top Policy</i>						
<table style="width: 100%; border: none;"> <tr> <td style="width: 35%;"><u>Key Issues</u></td> <td style="width: 35%;"><u>Activities/Milestones</u></td> <td style="width: 30%;"><u>Time</u></td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Village Revenues</li> <li>• State Mandates</li> <li>• Staffing Level</li> <li>• Demands for Village Services</li> <li>• Property Values/Appraisal Value</li> <li>• Sustainability Fund</li> </ul> </td> <td> <ol style="list-style-type: none"> <li>1. Prepare draft budget</li> <li>2. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction</li> <li>3. <b>DECISION:</b> Budget FY '22 Adoption</li> </ol> </td> <td style="text-align: center; vertical-align: top;"> <ul style="list-style-type: none"> <li>6/21</li> <li>7/21</li> <li>9/21</li> </ul> </td> </tr> </table>	<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>	<ul style="list-style-type: none"> <li>• Village Revenues</li> <li>• State Mandates</li> <li>• Staffing Level</li> <li>• Demands for Village Services</li> <li>• Property Values/Appraisal Value</li> <li>• Sustainability Fund</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare draft budget</li> <li>2. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction</li> <li>3. <b>DECISION:</b> Budget FY '22 Adoption</li> </ol>	<ul style="list-style-type: none"> <li>6/21</li> <li>7/21</li> <li>9/21</li> </ul>	
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Responsibility: Finance Director							

<b>ACTION:   Village Capital Plan with Revenue Projects and Plan (5-Years)</b>	<b>PRIORITY</b>						
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Responsibility: Finance Director							

<b>ACTION: Federal American Rescue Dollars: Regulations and Village Guidelines</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• \$16.98 million</li> <li>• Federal Guideline</li> <li>• Use for Capital Projects</li> </ul>	<ol style="list-style-type: none"> <li>1. Review Federal regulations</li> <li>2. Identify projects with costs</li> <li>3. <b>WORKSHOP:</b> Presentation and Direction</li> </ol>	<p>6/21</p> <p>6/21</p> <p>7/21</p>
Responsibility: Finance Director		

<b>ACTION: Long-Range Financial Model/Projection: Update and Direction</b>		<b>PRIORITY</b>
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Underlying Assumptions</li> <li>• Potential Inflation</li> <li>• Interest Rate</li> <li>• Revenue Projections</li> <li>• Expenditure Projects</li> <li>• Operating and Maintenance Cost of New Buildings and Facilities</li> </ul>	<ol style="list-style-type: none"> <li>1. Finalize 5-yea projects</li> <li>2. <b>WORKSHOP:</b> Presentation</li> </ol>	<p>3/22</p> <p>5/22</p>
Responsibility: Finance Director		

<b>GOAL 2</b>	<b>Responsive Village Services</b>
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<p><b>ACTION: Recreation Center Replacement/Expansion: Needs Assessment</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Key Issues</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Activities/Milestones</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Time</u></th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>• Space Needs</li> <li>• Activity Needs</li> <li>• Recreational Trends</li> <li>• Senior “Wing”</li> <li>• Gym Space –Independence from the Schools</li> <li>• Flex-space</li> <li>• Class Room</li> <li>• Current Center Renovation</li> <li>• Additional Area</li> <li>• Funding</li> <li>• Use of American Rescue Dollars</li> </ul> </td> <td style="vertical-align: top;"> <ol style="list-style-type: none"> <li>1. Develop budget proposal for a Needs Assessment</li> <li>2. Finalize budget</li> <li>3. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction</li> <li>4. <b>DECISION:</b> Budget FY '22 Funding for Needs Assessment</li> <li>5. Issue RFP for Needs Assessment</li> <li>6. <b>DECISION:</b> Award Contract for Needs Assessment</li> <li>7. Complete Assessment Report</li> <li>8. <b>WORKSHOP:</b> Report Presentation and Direction</li> </ol> </td> <td style="vertical-align: top;"> <p style="text-align: center; border: 1px solid black; margin: 0;"><b>PRIORITY</b></p> <p style="text-align: center; border: 1px solid black; margin: 0;"><i>Top Policy</i></p> </td> </tr> <tr> <td></td> <td></td> <td style="vertical-align: top;"> <p>6/21</p> <p>6/21</p> <p>7/21</p> <p>9/21</p> <p>9/21</p> <p>11/21</p> <p>3/22</p> <p>4/22</p> </td> </tr> </tbody> </table>	<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>	<ul style="list-style-type: none"> <li>• Space Needs</li> <li>• Activity Needs</li> <li>• Recreational Trends</li> <li>• Senior “Wing”</li> <li>• Gym Space –Independence from the Schools</li> <li>• Flex-space</li> <li>• Class Room</li> <li>• Current Center Renovation</li> <li>• Additional Area</li> <li>• Funding</li> <li>• Use of American Rescue Dollars</li> </ul>	<ol style="list-style-type: none"> <li>1. Develop budget proposal for a Needs Assessment</li> <li>2. Finalize budget</li> <li>3. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction</li> <li>4. <b>DECISION:</b> Budget FY '22 Funding for Needs Assessment</li> <li>5. Issue RFP for Needs Assessment</li> <li>6. <b>DECISION:</b> Award Contract for Needs Assessment</li> <li>7. Complete Assessment Report</li> <li>8. <b>WORKSHOP:</b> Report Presentation and Direction</li> </ol>	<p style="text-align: center; border: 1px solid black; margin: 0;"><b>PRIORITY</b></p> <p style="text-align: center; border: 1px solid black; margin: 0;"><i>Top Policy</i></p>			<p>6/21</p> <p>6/21</p> <p>7/21</p> <p>9/21</p> <p>9/21</p> <p>11/21</p> <p>3/22</p> <p>4/22</p>	
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Responsibility: Parks and Recreation Director										

<p><b>ACTION: Village Hall Replacement: Construction and Additional Funding</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Key Issues</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Activities/Milestones</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Time</u></th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>• Addition Funding</li> <li>• Construction Costs</li> <li>• Materials Availability</li> </ul> </td> <td style="vertical-align: top;"> <ol style="list-style-type: none"> <li>1. Complete Design</li> <li>2. <b>DECISION:</b> Award Contract for Village Hall Construction</li> <li>3. Obtain permits</li> <li>4. Groundbreaking</li> <li>5. Complete construction – Phase 1 New Building</li> <li>6. Complete Phase 2 construction Building and Site Completion</li> </ol> </td> <td style="vertical-align: top;"> <p style="text-align: center; border: 1px solid black; margin: 0;"><b>PRIORITY</b></p> <p style="text-align: center; border: 1px solid black; margin: 0;"><i>Top Policy</i></p> </td> </tr> <tr> <td></td> <td></td> <td style="vertical-align: top;"> <p>6/21</p> <p>7/21</p> <p>10/21</p> <p>10/21</p> <p>2/23</p> <p>9/23</p> </td> </tr> </tbody> </table>	<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>	<ul style="list-style-type: none"> <li>• Addition Funding</li> <li>• Construction Costs</li> <li>• Materials Availability</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete Design</li> <li>2. <b>DECISION:</b> Award Contract for Village Hall Construction</li> <li>3. Obtain permits</li> <li>4. Groundbreaking</li> <li>5. Complete construction – Phase 1 New Building</li> <li>6. Complete Phase 2 construction Building and Site Completion</li> </ol>	<p style="text-align: center; border: 1px solid black; margin: 0;"><b>PRIORITY</b></p> <p style="text-align: center; border: 1px solid black; margin: 0;"><i>Top Policy</i></p>			<p>6/21</p> <p>7/21</p> <p>10/21</p> <p>10/21</p> <p>2/23</p> <p>9/23</p>	
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Responsibility: Village Engineer										

<b>ACTION: State of the Village: Concept and Presentation</b>		<b>PRIORITY</b>
		<i>High Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Strategic Plan</li> <li>• Performance Report</li> <li>• Village Manager’s Year Review Report</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare ‘State of the Village’ presentation</li> <li>2. <b>PRESENTATION</b></li> <li>3. <b>MAYOR’S PRESENTATION TO OUR COMMUNITY</b></li> </ol>	<p>9/21</p> <p>10/21</p> <p>10/21</p>
Responsibility: Village Manager		

<b>ACTION: COVID-19 Pandemic: After-Action Report and Plan for the Future</b>		<b>PRIORITY</b>
		<i>High Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Pandemic Uncertainty</li> <li>• Emergency Management Plan</li> <li>• Services and Staffing</li> <li>• Opportunities for Changes</li> <li>• Virtual Services and Meetings</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete “Emergency Management Plan” update</li> <li>2. Receive Financial Audit</li> <li>3. Prepare Report</li> <li>4. <b>PRESENTATION:</b> Report</li> </ol>	<p>6/21</p> <p>2/22</p> <p>3/22</p> <p>4/22</p>
Responsibility: Village Manager		

<b>ACTION: Transportation Fee: Concept Development and Village Participation (including TOD Plus)</b>		<b>PRIORITY</b>
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• TPA</li> <li>• Reduced Gas Tax Revenues</li> <li>• 1<sup>st</sup> Mile/Last Mile</li> <li>• TPA Role</li> <li>• Village Role</li> <li>• Mass Transit for Palm Beach County</li> <li>• Funding Mechanism: 1 cent Sales Tax</li> <li>• Election: 2024</li> </ul>	<ol style="list-style-type: none"> <li>1. TPA: Publication of Report</li> <li>2. <b>PRESENTATION:</b> Report</li> </ol>	<p>6/21</p> <p>7/21</p>
Responsibility: Mayor		

<b>ACTION: Changing the Qualifying Period to December</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• County Request</li> <li>• Funding Local Elections</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare updated Ordinance</li> <li>2. <b>DECISION:</b> Ordinance Adoption</li> </ol>	<p>8/21</p> <p>9/21</p>
Responsibility: Village Clerk/Village Attorney		

<b>ACTION: Re-Opening Villages Programs and Services****</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Village Hall – Lobby Opening/Unlocking</li> <li>• No Sports Camps</li> <li>• Limited Summer Camps (with no trips)</li> <li>• Senior Luncheon: 10/21</li> <li>• Meeting with “Young at Heart”: 6/21</li> <li>• Mask Mandate: Follow Palm Beach County</li> <li>• Post Office: Return to Village Hall Lobby – after New Village Hall</li> </ul>	<ol style="list-style-type: none"> <li>1. Contact Post Office – discuss the intentions</li> <li>2. Open Doors – Unlock with Masks</li> <li>3. Full opening</li> </ol>	<p>5/21</p> <p>5/21</p> <p>10/21</p>
Responsibility: Village Manager		

<b>ACTION: Additional Video Surveillance Cameras in RPB Commons Parks</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	<ol style="list-style-type: none"> <li>1. Complete conduit installation</li> <li>2. Complete camera installation</li> </ol>	<p>2/22</p> <p>8/22</p>
Responsibility: Village Engineer/Information Services Director		



<b>ACTION: Municipal Code: Revisions</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Fences Ordinance</li> <li>• Accessory Structures Ordinance</li> <li>• LP Gas Tank Storage Ordinance</li> <li>• Engineering Violations Ordinance</li> </ul>	<ol style="list-style-type: none"> <li>1. Revise Ordinance</li> <li>2. <b>DECISION:</b> Ordinances Adoption</li> </ol>	<p>10/21</p> <p>11/21</p>
Responsibility: Planning Director/Village Attorney		

<b>ACTION: LaMancha Avenue Extension (Bilboa Street/Okeechobee Boulevard)</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	<ol style="list-style-type: none"> <li>1. Complete design</li> </ol>	<p>9/22</p>
Responsibility: Village Engineer		

**ACTION: Data Base Management Policy and Procedural Manual**

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

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Data Refinement	1. Develop budget proposal and define scope of project	6/21
• Software	2. Finalize budget	6/21
• Old Data Clean-up	3. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction	7/21
• Public Record Requests	4. <b>DECISION:</b> Budget FY '22 Adoption and funding	9/21
• Relationship to ProjectDox	5. Complete Optimization Study by Central Square – Community Development	10/21
	6. Hire intern to clean up database	10/21
	7. Hire consultant to conduct total evaluation of process and data cleanup	12/21
	8. Finalize Report	5/22
	9. Present Report to Village Manager	6/22

Responsibility: Information Services Director

<b>► Management in Progress 2021 – 2022</b>			<b>TIME</b>
2	1. SunGard/HTE/Analytics Advance Reporting Software: Deployment	IIS	7/21
2	2. Maintenance Contract: Award Bid [1]	PW	9/21
2	3. Liability and Waiver Forms/Signage: Form and Implementation	VA HR	7/21
2	4. Recreation Online Registration and Signature	P&R	7/21
2	5. 2022 Municipal Elections	VC	3/22
2	6. Cyber Security: Enhancements	IS	Ongoing
2	7. Municipal Lien Searches	VC	Ongoing
2	8. VECTOR Information	VC	Ongoing
2	9. Inspectors/Plan Reviewers Cross Training	CD	Ongoing
2	10. Laserfiche Connect	IS	
2	11. State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions	VM	Ongoing
2	12. Cultural Center Indoor Art: Completion	P&R	
2	13. Records Retention/Management	VC	Ongoing
2	14. Superior	CD	
	a. Map Open Building Permits	IS	7/21
	b. Code Enforcement Courtesy Notification		10/21
	c. Building Permits		10/22
2	15. Onboarding and Benefit Open Enrollment Bentek and Neo Gov	HR	10/21
2	16. Village Employee Wellness Program: Start Up	HR	9/21
2	17. Purchasing DocShuttle	IS	8/21
2	18. GO LIVE with Engineering ePermitting	IS	10/21
2	19. ProjectDox Community Outreach: Development	IS	2/22
2	20. Automate 1099 Yearly Print/Distribution Process	IS	12/21
2	21. Automate Print/Issuing of Purchase Order (PO)	IS	10/21
2	22. Automate W2 Yearly Print/Distribution process	IS	1/22
2	23. AS400 Users to Naviline Graphical Client Interface: Transfer	IS	3/22
2	24. AnalyticsNow NaviLine Dashboards: Development	IS	7/21
2	25. Flow Chart for the Development Review Procedures	P&Z	11/21
2	26. Development Review Procedures for Applicants	P&Z	1/22
2	27. Project Maps and Various Zoning Maps: Update	P&Z	Ongoing
2	28. Planning and Zoning Department Website: Update	P&Z	5/22
2	29. Development Application Manuals: Creation	P&Z	6/22
2	30. Aquatic Vegetation Maintenance: Bid	PW	9/21

			TIME
<b>► Management in Progress 2021 – 2022 (continued)</b>			
2	31. Trucks, PW21TR	PW	12/21
2	32. Upgrading Security Cameras/Mag Locks/Roof at FOC: Funding	PW	9/21

			TIME
<b>► Major Projects 2020 – 2021</b>			
2	1. Bridge Slope Stabilization (PW 1709/PW1806)	PW	
	a. Award		8/21
	b. Construction		10/21-2/22
2	2. RPB Commons Lighting Phase 2 (PR1903)	ENGR	
	a. Design		6/21
	b. Award		8/21
	c. Construction		5/22
2	3. RPB Commons Parking Lot Expansion (PR1602): Construction	ENGR	9/21
2	4. Okeechobee Boulevard West Landscape Improvements (PW2006)	PW	
	a. Award		8/21
	b. Construction		1/22
2	5. Parks ADA Compliance Project: Robiner Park (PR1807)	ENGR	
	a. Bid		6/21
	b. Construction		6/22
2	6. Canal Dredging Project	ENGR	
	a. Bid		11/21
	b. Construction		9/22
2	7. Southern/Royal Palm Beach Gateway: Enhancements (EN2002): Construction	ENGR	9/21
2	8. Water Treatment Plant (PW1802/PW1902): Design	ENGR	5/22
2	9. Public Works Lobby – Security Project: Construction	PW	12/21
2	10. Backflow Preventers Replacement (PW21BF)	PW	Ongoing
2	11. Annual Street Sign Retro Reflectivity (PW21SS)	PW	Ongoing
2	12. Annual Street Restriping (PW21SR)	PW	Ongoing
2	13. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion	PW	Ongoing
2	14. Drainage System Improvements (PW 1903): Construction	PW	2/22
2	15. Street Lights LED Village Wide: Completion (FPL 2023)	ENGR	10/23
2	16. Camellia Ditch Restoration: Funding	PW	9/21
2	17. A/C Replacement, PW21AC	PW	9/21

<b>GOAL 3</b>	<b>Abundance of Leisure Choices</b>
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<p><b>ACTION: Major Community Festival: Goals, Report, Direction and Village Actions</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>High Policy</i></td> </tr> </table>	<b>PRIORITY</b>	<i>High Policy</i>				
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<p><b>ACTION: Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Priority and Funding</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>High Policy</i></td> </tr> </table>	<b>PRIORITY</b>	<i>High Policy</i>				
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<b>ACTION: All Access Park Development</b>		<b>PRIORITY</b>
		<i>High Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Submit grant application to the State of Florida	1/22
Responsibility: Parks and Recreation Director		

<b>ACTION: Katz Soccer Complex Improvements: Priority and Funding</b>		<b>PRIORITY</b>
		<i>High Policy</i>
<p style="text-align: center;"><b>1. Soccer Field Renovation (2)</b> <b>2. Shade Structure Replacement</b></p>		
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Natural Turf vs. Artificial Turf Cost-Benefit Analysis</li> <li>• Maintenance Level and Costs</li> <li>• Return on Investment</li> <li>• Months –Closed Timing</li> <li>• Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare budget proposal</li> <li>2. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction</li> <li>3. <b>DECISION:</b> Budget FY '22 Funding</li> <li>4. Issue RFP</li> <li>5. <b>DECISION:</b> Award Contract</li> <li>6. Complete Shade Structure Replacement</li> <li>7. Construction: Turf Renovation</li> </ol>	<p>6/21</p> <p>7/21</p> <p>9/21</p> <p>10/21</p> <p>12/21</p> <p>12/21</p> <p>6/22-9/22</p>
Responsibility: Parks and Recreation Director		

<b>ACTION: Zip Line Venue: Report with Options, Direction, Potential Partners and Village Action</b>		<b>PRIORITY</b>
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Concept</li> <li>• Village Liability</li> <li>• Vendor</li> <li>• Equipment</li> <li>• Events</li> </ul>	<ol style="list-style-type: none"> <li>1. Identify events and vendor</li> <li>2. Execute contract</li> <li>3. Event with Zip-line</li> </ol>	<p>7/21</p> <p>9/21</p> <p>TBD</p>
Responsibility: Parks and Recreation Director		

<b>ACTION: Shakespeare by the Sea in RPB Commons Park (8 Performances)</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	<ol style="list-style-type: none"> <li>1. Performances (8)</li> </ol>	<p>8/21</p>
Responsibility: Parks and Recreation Director		

**ACTION: Crestwood North Park Development**

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

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Site Plan	1. Complete Site Plan	11/21
• Basketball Courts Location	2. <b>DECISION:</b> Site Plan Approval	12/21
	3. Issue RFP	3/22
	4. <b>DECISION:</b> Award Contract for Construction	5/22
	5. Complete construction	6/23
	6. Open Park	6/23

Responsibility: Village Engineer



<b>► Management in Progress 2021 – 2022</b>			<b>TIME</b>
3	1. RPB Commons Café Operations: Award Contract	P&R	10/21
3	2. Father – Daughter Night Out	P&R	2/22
3	3. 2 <sup>nd</sup> Halloween Event	P&R	10/21
3	4. Mayor’s Benefit Golf Tournament	P&RMIP	2/22
3	6. Car Portico at Cultural Center	ENGR	2023
3	7. Cultural Center Marketing	P&R	Ongoing
3	8. Webpage for Pavilion Rentals: Creation	P&R	1/22
3	9. RPB Commons Park Access (EN1902) – Easements for Future Access Points to Royal Palm Beach Commons Park	ENGR	6/22
3	10. Kite Event	P&R	7/21
3	11. PAL Participation Increase	PBSO	Ongoing

			TIME
<b>► Major Projects 2021 – 2022</b>			
3	1. Bob Marcello Park Picnic Pavilion (PR1917)	P&R	8/21
3	2. RPB Commons Large Pavilions [2]: Design	P&R	8/21
3	3. Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence (PR1807)	ENGR	
	a. Design		6/21
	b. Award		8/21
	c. Construction		6/22
3	4. Gazebo in Homeplace Park: Construction	P&R	8/21
3	5. Sports Center Landscape Lighting and Retaining Wall (PR2004): Construction	MP	12/21
3	6. Commons Park: Additional Exercise Equipment	P&R	11/21
3	7. ALL Playgrounds: Install Perimeter Fencing (2)	P&R	12/21
3	8. Various Playgrounds: Install Shade Structures (2)	P&R	12/21
3	9. Sporting Center: Lighting Replacement (Main Floor): Design	PW	6/21
3	10. FPL Pathway Dry Detention Ponds (EN1904)	ENGR	
	a. Design		11/21
	b. Construction		9/22
3	11. Earth Day Canal Bank Stabilization	ENGR	2/22
3	12. Preservation Park Improvements: Completion	ENGR	12/21
3	13. Additional Pickle Ball Courts	P&R	12/21
3	14. RPB Commons Perimeter Pathway Lighting (PR1903)	ENGR	5/22
3	15. Camellia Park Drainage Improvements (PR1822)	ENGR	
	a. Design		11/22
	b. Construction		8/23

<b>GOAL 4</b>	<b>Beautiful, Convenient Community</b>
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<p><b>ACTION: State Road 7 Corridor Vision and Plan</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Top Policy</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Top Policy</i>										
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<p><b>ACTION: Mobility Vision and Plan Interconnect Improvement</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Top Policy</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Top Policy</i>										
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**ACTION: Alternative Vehicles Preparation: Trend Analysis, Best Practices, Business Plan, Direction and Village Actions**

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

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Vehicle Charging Stations Business Plan</li> <li>• Village Role</li> <li>• Market</li> <li>• FPL Costs</li> </ul>	<ol style="list-style-type: none"> <li>1. Define scope of the Business Plan and determine costs for development</li> <li>2. Develop budget proposal</li> <li>3. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction</li> <li>4. <b>DECISION:</b> Budget FY'22 Funding for Business Plan Development</li> <li>5. Issue RFP</li> <li>6. Develop Business Plan and Report</li> <li>7. <b>PRESENTATION:</b> Business Plan and Report, and Direction</li> </ol>	<p>6/21</p> <p>6/21</p> <p>7/21</p> <p>9/21</p> <p>1/22</p> <p>7/22</p> <p>8/22</p>

Responsibility: Village Manager

**ACTION: Hospital Annexation/Hospital Ordinance**

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

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Request from Hospital</li> <li>• Hospital Ordinance – Land Use and Zoning</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>MAYOR:</b> Update</li> <li>2. Receive application from the Hospital</li> </ol>	<p>6/21</p> <p>TBD</p>

Responsibility: Mayor

<b>ACTION: Outdoor Dining Regulations: Requests and Direction</b>		<b>PRIORITY</b>
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>Adjacent to Neighborhood</li> <li>Ordinance Changes</li> <li>Brewery Request</li> </ul>	<ol style="list-style-type: none"> <li>1. Brewery applies for Code Amendment</li> </ol>	TBD
Responsibility: Planning Director		

<b>ACTION: RPB Housing Baseline Data: Development</b>		<b>PRIORITY</b>
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>Are there housing issues?</li> <li>House – Current Information</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare Report on current housing in Royal Palm Beach – owner occupied and rental</li> <li>2. <b>PRESENTATION</b></li> </ol>	10/21  11/21
Responsibility: Village Manager		

<b>ACTION: LPR Cameras Expansion</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	<ol style="list-style-type: none"> <li>1. Complete installation six locations</li> </ol>	9/21
Responsibility: Village Engineer		

<b>ACTION: Sign Code: Update</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Legal Parameters</li> <li>• Goals</li> <li>• Village Role</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare draft Ordinance</li> <li>2. LPA: Review</li> <li>3. <b>DECISION:</b> Ordinance Adoption</li> </ol>	<p>7/21</p> <p>8/21</p> <p>9/21</p>
<div style="border: 1px solid black; padding: 2px;">Responsibility: Village Attorney</div>		

<b>ACTION: State Road 7: Advocacy</b>		<b>PRIORITY</b>
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Actions by the City of West Palm Beach</li> </ul>	<ol style="list-style-type: none"> <li>1. Monitor FDOT Actions</li> </ol>	<p>Ongoing</p>
<div style="border: 1px solid black; padding: 2px;">Responsibility: Village Manager</div>		

<b>► Management in Progress 2021 – 2022</b>			<b>TIME</b>
4	1. Schools Zone Flashing Beacons Requirements	PW	
	a. Design/Plan		7/21
	b. Construction		8/21
4	2. Bus Stops: Update Report	PBSO	Ongoing
4	3. Community Education: “Lock Your Vehicle”	PBSO	Ongoing
4	4. Sector Patrol Boundaries Analysis	PBSO	Ongoing
4	5. Crime Reduction through Directed Patrol Plans	PBSO	Ongoing
4	6. Neighborhood Watch/Crime Reduction Program: Expansion	PBSO	Ongoing
4	7. Bella Sera Build Out: Next Phase	CD	Ongoing
4	8. Tuttle Royale Phase 2: Review	CD	Ongoing
4	9. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction	ENGR	2/22
4	10. Flood – Community Rating System Cycle Visit	ENGR	TBD
4	11. ALDI Park PID Remaining Parcels	P&Z	Ongoing
4	12. Permitting of Community Residential Homes Administration	P&Z	Ongoing
4	13. No Wake Zones: Signs	PW	12/21
4	14. Fountain R&R: Project Development: Funding	PW	9/21
4	15. Okeechobee Blvd. Entry Sign Landscape Improvements Funding	PW	9/21

			TIME
<b>► Major Projects 2020 – 2021</b>			
4	1. Crack Fill Program – Pilot Project	PW	
	a. Award Contract for Design		7/21
	b. Construction		12/21
4	2. Annual Vegetation Maintenance	PW	Ongoing
4	3. Annual Sidewalk Trip Hazards Repair	PW	Ongoing
4	4. LaMancha Avenue Extension: Grant	ENGR	TBD
4	5. RPB Commons Natural Attention	ENGR	Ongoing
4	6. Road Resurfacing Design (PW19RR)	ENGR	6/21
	a. Easton Court		
	b. Kent Court		
	c. Morgate Drive		
	d. Sparrow Drive		
	e. Wildcat Way		
4	7. Road Re-Surfacing (PW21RR): Design	ENGR	7/22
4	8. School Zone Flashing Beacons (PW2107)	PW	
	a. Design		7/21
	b. Construction		9/22
4	9. Guard Rail Replacement (PW2104)	PW	12/21
4	10. Street Light Replacement – LaMancha (PW2110)	PW	10/21



# **Policy Calendar 2021 – 2022**

## MONTH

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May 2021

1. **DECISION:** Award Contract for State Road 7 Vision and Plan
2. **DECISION:** Award Contract for Mobility Vision and Plan

## MONTH

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June 2021

1. **MAYOR:** Hospital Annexation Update

## MONTH

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July 2021

1. **WORKSHOP:** Budget FY '22 Presentation and Direction
  - a. Recreation Center Replacement/Expansion Needs Assessment
  - b. Data Base Management Policy and Procedural Manual Evaluation of Process and Data Base Clean-up
  - c. Upgrading Security Cameras/Mag Locks/Roof at FOC
  - d. Camellia Ditch Restoration
  - e. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations
  - f. Katz Soccer Complex Improvements: Soccer Fields and Shade Structure
  - g. Alternative Vehicle Business Plan Development
  - h. Okeechobee Blvd. Entry Sign Landscape Improvements
  
2. **WORKSHOP:** Capital Plan FY '22 Presentation and Direction
  
3. **WORKSHOP:** American Rescue Dollars Presentation and Direction
  
4. **DECISION:** Award Contract for Village Hall Construction
  
5. **PRESENTATION:** TPA Transportation Fee/TOD Plus Report
  
6. **WORKSHOP:** Major One-Day Event Presentation and Direction

## MONTH

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August 2021

1.

2.

3.

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8.

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10.

## MONTH

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September 2021

1. **DECISION:** Budget FY '22 Adoption
2. **DECISION:** Changing the Qualifying Period tot December Ordinance Adoption
3. **DECISION:** Sign Ordinance Adoption

## MONTH

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October 2021

1. **PRESENTATION:** “State of the Village”

## MONTH

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November 2021

1. **DECISION:** Award Contract for Recreation Center Needs Assessment
  
2. **DECISION:** Ordinances Adoption
  - a. Fences
  - b. Accessory Structures
  - c. LP Gas Tank Storage
  - d. Engineering Violations
  
3. **PRESENTATION:** RPB Housing Baseline Data



## MONTH

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December 2021

1. **DECISION:** Award Contract for Katz Complex Turf Renovation
2. **DECISION:** Crestwood North Park Site Plan Approval

## MONTH

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January 2022

1.

2.

3.

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## MONTH

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February 2022

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## MONTH

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March 2022

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## MONTH

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April 2022

1. **WORKSHOP:** Recreation Center Needs Assessment Report Presentation and Direction
2. **PRESENTATION:** COVID-19 After-Action Report
3. **PRESENTATION:** Sate Road 7 Vision/Plan and Direction
4. **PRESENTATION:** Mobility Vision/ Plan and Direction

## MONTH

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May 2022

1. **WORKSHOP:** Long-Range Financial Model Projections Presentation
2. **DECISION:** Award Contract for Crestwood North Park Construction

# STRATEGIC PLAN

## 2021 → 2026 → 2035



Royal Palm Beach, Florida  
May 2021



Lyle Sumek Associates, Inc.  
9 Flagship Court  
Palm Coast, FL 32137

Phone: (386) 246-6250  
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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 2035**

# *Royal Palm Beach Vision 2035*

**ROYAL PALM BEACH 2035** *is a*

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

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

# *Royal Palm Beach Vision 2035*

## **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 2021 – 2026**

# *Village of Royal Palm Beach* *Goals 2026*

**FINANCIALLY SOUND GOVERNMENT**

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**RESPONSIVE VILLAGE SERVICES**

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**ABUNDANCE OF LEISURE CHOICES**

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**BEAUTIFUL, CONVENIENT 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. Retain, hire and train a quality workforce dedicated to serving the Royal Palm Beach community
6. Provide sufficient resources to support defined services and service levels

### MEANS TO RESIDENTS

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

**SHORT-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials
2. Cyber security and the protection of Village information
3. Impacts of the Coronavirus on Village services, revenues and staff
4. State of Florida legislation impacting Village revenues and services, impact fees, business tax receipts, food trucks, etc.
5. Defining and prioritizing the Village services and service levels that are responsive to the community
6. Determining the direction on the use of the American Rescue Plan dollars

**LONG-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Maintaining fiscal responsibility
2. Informing residents on Village's plans, projects, services, finances, programs and activities
3. Expenditures increasing disproportionately to Village revenues
4. Being true to the Village's mission and services
5. Maintaining the focus on the Village's core mission and service responsibilities
6. Uncertain economy and possible next recession or inflation
7. Communicating with and engaging the residents
8. Village workload and limited capacity for additional work or tasks; use of consultants or contractors, increasing development projects
9. Securing Village information, data and processes
10. Finding quality candidate for Village employment

**POLICY ACTIONS 2021-2022**

1. Balanced Budget FY '22 Without Tax Increase
2. Village Capital Planning – Revenue Projections and Plan (5-Years)

Top Priority

**FUTURE PROJECTS 2021-2026**

1. Senior Rider Discount Future Years: Report and Direction

**MANAGEMENT ACTIONS 2021-2022**

1. Federal American Rescue Dollars: Regulations and Village Guidelines\*\*\*\*
2. Long-Range Financial Model/Projection: Update and Direction

Top Priority

# Goal 2

## Responsive Village Services

### OBJECTIVES

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

### 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. Creating a safe environment in public areas which provides professional interaction – Village buildings, facilities and parks
2. Increasing frequency and severity of cyber-attacks and security breaches
3. Reduced Federal and State government funding
4. Continuing and enhancing the effective methods for communicating with the community
5. Continuing to enhance the customer’s experience
6. Recovering from the impacts of COVID
7. Understanding the direction, policies and programs of the new Federal government administration

**LONG-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Over use and maintaining facilities
2. Involving the entire community to obtain input and feedback for policy development, planning and decision making
3. Maintaining a highly skilled, customer-oriented workforce dedicated to serving the Royal Palm Beach community
4. Funding for facility maintenance, repairs and upgrades
5. Village government “pushing” information out to residents with a consistent message
6. Increasing mandates and regulations impacting Village service delivery
7. Residents turning to Village government to resolve issues
8. Losing sight and focus on the Village’s mission and core service responsibilities

**POLICY ACTIONS 2021-2022**

- 1. Recreation Center Remodel/Expansion: Needs Assessment and Design Top Priority
- 2. Village Hall Replacement: Additional Funding Top Priority
- 3. State of the Village: Concept and Presentation High Priority
- 4. COVID-19 Pandemic: After-Action Report and Plan for the Future High Priority
- 5. Transportation Fee: Concept Development and Village Participation (including TOD Plus)

**MANAGEMENT ACTIONS 2021-2022**

- 1. Changing the Qualifying Period to December Top Priority
- 2. Re-Opening Villages Programs and Services Top Priority
- 3. Additional Video Surveillance Cameras in RPB Commons Parks High Priority
- 4. Municipal Code Revisions: Fences, Accessory Structures, LP Gas Tank Storage And Engineering Violations High Priority
- 5. LaMancha Avenues Extension (Bilboa Street/Okeechobee Boulevard) High Priority
- 6. Data Base Management Policy and Procedural Manual

**MANAGEMENT IN PROGRESS 2021-2022**

- 1. SunGard/HTE/Analytics Advance Reporting Software: Deployment
- 2. Maintenance Contract: Award Bid [1]
- 3. Liability and Waiver Forms/Signage: Form and Implementation
- 4. Recreation Online Registration and Signature
- 5. 2022 Municipal Elections
- 6. Cyber Security: Enhancements
- 7. Municipal Lien Searches
- 8. VECTOR Information
- 9. Inspectors/Plan Reviewers Cross Training
- 10. Laserfiche Connect
- 11. State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions
- 12. Cultural Center Indoor Art: Completion
- 13. Records Retention/Management
- 14. Superion
  - a. Map Open Building Permits
  - b. Code Enforcement Courtesy Notification
  - c. Building Permits
- 15. Onboarding and Benefit Open Enrollment BenteK and Neo Gov
- 16. Village Employee Wellness Program: Start Up

### **MANAGEMENT IN PROGRESS 2021-2022**

17. Purchasing DocShuttle
18. GO LIVE with Engineering ePermitting
19. ProjectDox Community Outreach: Development
20. Automate 1099 Yearly Print/Distribution Process
21. Automate Print/Issuing of Purchase Order (PO)
22. Automate W2 Yearly Print/Distribution Process
23. AS400 Users to NaviLine Graphical Royal Palm Beach Interface: Transfer
24. AnalyticsNow NaviLine Dashboards: Development
25. Flow Chart for the Development Review Procedures
26. Development Review Procedures for Applicants
27. Project Maps and Various Zoning Maps: Update
28. Planning and Zoning Department Website: Update
29. Development Application Manuals: Creation
30. Aquatic Vegetation Maintenance: Bid
31. Trucks, PW21TR
32. Upgrading Security Cameras/Mag Locks/Door at FOC: Funding

### **MAJOR PROJECTS 2021-2022**

1. Bridge Slope Stabilization (PW 1709/PW1806)
  - a. Award
  - b. Construction
2. RPB Commons Lighting Phase 2 (PR1903)
  - a. Design
  - b. Award
  - c. Construction
3. RPB Commons Parking Lot Expansion (PR1602):  
Construction
4. Okeechobee Boulevard West Landscape Improvements (PW2006)
  - a. Award
  - b. Construction
5. Parks ADA Compliance Project: Robiner Park (PR1807)
  - a. Bid
  - b. Construction
6. Canal Dredging Project
  - a. Bid
  - b. Construction

### **MAJOR PROJECTS 2021-2022**

7. Southern/Royal Palm Beach Gateway: Enhancements (EN2002); Construction
8. Water Treatment Plant (PW1802/PW1902): Design
9. Public Works Lobby – Security Project: Construction
10. Backflow Preventers Replacement (PW21BF)
11. Annual Street Sign Retro Reflectivity (PW21SS)
12. Annual Street Restriping (PW21SR)
13. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion
14. Drainage System Improvements (PW 1903): Construction
15. Street Lights LED Village Wide: Completion (FPL 2023)
16. Camellia Ditch Restoration: Funding
17. A/C Replacement, PW21AC

### **FUTURE PROJECTS 2022 – 2026**

1. Turf Fields [5]
2. Village Hall Art Program: Direction and Village Action
3. Camellia Parking Lot Paving
4. Management Succession Planning and Program: Report and Village Actions
5. Municipal Code: Revision
  - a. Fences
  - b. Accessory Structures
  - c. LP Tank Storage
  - d. Engineering Violations
6. Alternative Village Vehicles Preparation: Trend Analysis, Best Practices, Report with Options, Direction and Village Actions
7. Village Social Media Policy and Expanded Presence
8. Civic Center Way Monument (PW2004)

# Goal 3

## Abundance Of Leisure Choices

### OBJECTIVES

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

### 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. Wide variety of offerings for seniors
2. Aging facilities needing repairs and upgrades, replacements
3. Maintaining safe parks and facilities
4. Finding ways to reach and attract teenagers through recreational programming
5. Connector to Commons Park
6. Changing recreational and leisure patterns by family generations
7. Defining Village's role in arts and culture

**LONG-TERM CHALLENGES  
AND OPPORTUNITIES**

1. Degree of cost recovery and Village subsidy
2. Affordable choices – keeping the costs down
3. Rental space at Cultural/Business Center marketing
4. Over use of athletic facilities and maintenance
5. Responding to the demands for eSports
6. Drainage and retention of water on the Great Lawn
7. Tapping the potential of the two large pavilions at RPB Commons Park

### **POLICY ACTIONS 2021-2022**

1. Major Community Festival: Goals, Report with Options, Direction and Village Actions Top Priority
2. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Priority and Funding High Priority
3. All Access Park Development High Priority
4. Katz Soccer Complex Improvements: Priority and Funding High Priority
  - a. Soccer Field Renovation (2)
  - b. Shade Structure Replacement
5. Zip Line Venue: Report with Options, Direction, Potential Partners and Village Action

### **MANAGEMENT ACTIONS 2021-2022**

1. Shakespeare under the Palms in RPB RPB Commons Park (8 Performances) Top Priority
2. Crestwood North Park Development High Priority

### **MANAGEMENT IN PROGRESS 2021-2022**

1. RPB Commons Café Operations: Award Contract
2. Father – Daughter Night Out
3. 2<sup>nd</sup> Halloween Event
4. Mayor’s Benefit Golf Tournament
5. Car Portico at Cultural Center
6. Cultural Center Marketing
7. Webpage for Pavilion Rentals: Creation
8. RPB Commons Park Access (EN1902) – Easements for Future Access Points to Royal Palm Beach Commons Park
9. Kite Event
10. PAL Participation Increase

### **MAJOR PROJECTS 2021-2022**

1. Bob Marcello Park Picnic Pavilion (PR1917)
2. RPB Commons Large Pavilions [2]: Design
3. Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence (PR1807)
  - a. Design
  - b. Award
  - c. Construction
4. Gazebo in Homeplace Park: Construction
5. Sports Center Landscape Lighting and Retaining Wall (PR2004): Construction
6. Commons Park: Additional Exercise Equipment
7. ALL Playgrounds: Install Perimeter Fencing (2)
8. Various Playgrounds: Install Shade Structures (2)
9. Sporting Center: Lighting Replacement (Main Floor); Design
10. FPL Pathway Dry Detention Ponds (EN1904)
  - a. Design
  - b. Construction
11. Commons Perimeter Pathway Lighting (PR1903)
12. Camellia Park Drainage Improvements (PR1822)
13. Earth Day Canal Bank Stabilization
14. Preservation Park Improvements: Completion
15. Additional Pickle Ball Courts

### **FUTURE PROJECTS 2022-2026**

1. Pine Road Park: Install Pathway Lighting
2. Commons Park: Expand P.O.C. Laydown Yard
3. Commons Park: Install Canvas Entry Covers over the Walkway of the Sporting Center
4. Commons Park: Install Stairway from Golf Parking Lot to Poinciana Boulevard
5. Commons Park: Install (2) Concrete Walkways from Poinciana Boulevard into Splash Pad
6. Commons Park: Install Concrete Walkways to Access Front of Stage
7. Commons Park: Install Concrete Walkways to Access Front of Stage
8. Commons Park: Replace Existing Lighting on Driving Range with LED Lighting.
9. Southern Blvd. Park (PR1901) – Design and Construction of a 10-15 Acre Park
10. Camellia Park Renovation (PR2402) – Tennis Court Lights, Pro Office and Restroom Building
11. Park Road North Parking and Pathway (EN2201) – Walkway Construction



**FUTURE PROJECTS 2022 – 2026**

12. Park Ranger Program: Direction and Funding
13. Driving Range Safety Net at Commons Park: Direction and Funding
14. Community Events at Neighborhood Parks: Direction and Funding
15. RPB Commons North Village Hall Access Pedestrian/Bike Bridge and Off Street Bike/Pedestrian Pathway: Direction and Funding
16. Camellia Park Building: Direction and Funding
17. Southern Properties Park Development: Direction and Funding
18. RPB Commons West Central Recreation Center Access: Pedestrian/Bike Bridge and Off Street Bike/Pedestrian Pathway; Direction and funding
19. Kite Event at Commons Park: Report, Direction and Village Actions
20. Art in the Parks: Direction and Village Actions

**FUTURE PROJECTS 2022 – 2026**

21. Cultural Center as a Regional Destination: Goals, Report with Options, Direction and Village Actions
22. eSport: Market Analysis/Community Needs, Goals, Village Role, Report with Options, Direction and Village Actions
23. Ferrin Park Drainage on Field #3 Correction: Priority and Funding
24. RPB Commons Island Renovation
25. ADA Parks, Playgrounds and Venues: Next Steps
26. Todd Robiner Park: Add Independent Accessible Play Equipment Funding
27. Cultural Center Stage Curtains to Match Décor Replacement: Priority and Funding

# Goal 4

## Beautiful, Convenient Community

### OBJECTIVES

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

### MEANS TO RESIDENTS

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

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

1. Development in West County and the impacts on Royal Palm Beach: Minto West, Highland Dunes, GL Homes, Vavrus Ranch
2. Developing a family-friendly entertainment destination at Tuttle Royale as part of a mixed use development
3. Understanding the impacts of COVID pandemic on local businesses
4. Developing common visions for State Road 7 corridor, mobility
5. Residents taking responsibility to lock vehicles
6. Aging commercial centers needing rejuvenation or upgrade
7. Traffic congestion and limiting road capacity

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

1. Maintaining the character of Royal Palm Beach – the reasons that residents make the choice to live here
2. Developing micro-mobility options
3. Developing vacant and underutilized properties
4. Residents' and property owners' willingness to invest in maintenance or upgrade
5. High cost of housing the impacts on community demographics
6. Maintaining/enhancing residential property values
7. Increasing problems associated with homeless population
8. Increase in vehicle thefts, vehicle burglaries and other property crimes
9. Encouraging an efficient, effective transportation network
10. Working with Palm Beach County Schools (administration and principals): schools' boundaries, school capacity, charter schools
11. Business attraction and investment in Royal Palm Beach
12. Lack of common vision for transportation, transit and mobility

**POLICY ACTIONS 2021-2022**

- 1. State Road 7 Corridor Vision and Plan Top Priority
- 2. Mobility Vision and Plan Top Priority
- 3. Alternative Vehicles Preparation: Trend Analysis, Best Practices, Report with Options, Direction and Village Actions Top Priority
- 4. Hospital Annexations/Hospital Ordinance High Priority
- 5. Outdoor Dining Regulations: Requests and Direction
- 6. RPB Housing Baseline Data: Development

**MANAGEMENT ACTIONS 2021-2022**

- 1. LPR Cameras Expansion Top Priority
- 2. Sign Code: Update High Priority
- 3. State Road 7: Advocacy

**MANAGEMENT IN PROGRESS 2021-2022**

- 1. Schools Zone Flashing Beacons Requirements
  - a. Design/Plan
  - b. Construction
- 2. Bus Stops: Update Report
- 3. Community Education: “Lock Your Vehicle”
- 4. Sector Patrol Boundaries Analysis
- 5. Crime Reduction through Directed Patrol Plans
- 6. Neighborhood Watch/Crime Reduction Program: Expansion
- 7. Bella Sera Build Out: Next Phase
- 8. Tuttle Royale Phase 2: Review
- 9. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction
- 10. Flood – Community Rating System Cycle Visit
- 11. ALDI Park PID Remaining Parcels
- 12. Permitting of Community Residential Homes Administration
- 13. No Wake Zones: Review
- 14. Fountain R&R: Project Development
- 15. Okeechobee Blvd. Entry Sign Landscape Improvements.

### **MAJOR PROJECTS 2021-2022**

1. Crack Fill Program – Pilot Project
  - a. Award Contract for Design
  - b. Construction
2. Annual Vegetation Maintenance
3. Annual Sidewalk Trip Hazards Repair
4. LaMancha Avenue Extension: Grant
5. RPB Commons Natural Attention
6. Road Resurfacing Design (PW19RR)
  - a. Easton Court
  - b. Kent Court
  - c. Morgate Drive
  - d. Sparrow Drive
  - e. Wildcat Way
7. Road Re-Surfacing (PW21RR): Design
8. School Zone Flashing Beacons (PW2107)
  - a. Design
  - b. Construction
9. Guard Rail Replacement (PW2104)
10. Street Light Replacement – LaMancha (PW2110)

### **FUTURE PROJECTS 2022 – 2026**

1. Airport Zone Ordinance: Update (FDOT)
2. Homeless Strategy and Village Action Plan: Problem Analysis, Report with Options, Direction and Funding
3. Special Exceptions Ordinance: Update
4. Community Cameras: Report with Best Practices and Options, Direction and Funding
5. Public Arts Policy Implementation: Review, Direction and Funding
6. Hospital Annexation/Hospital Ordinance
7. Enclaves Annexation: Update Report and Direction
8. Feeding South Florida – Post-Pandemic: Report and Direction
9. Solar Lighting: Report with Options, Direction and Funding
10. Green Development Policy and Regulations: Goals, Review Existing Policies and Regulations, Report with Options, Direction and Village Actions
11. Shade Trees Policy/Requirements; Review and Direction

# **VILLAGE OF ROYAL PALM BEACH ACTION AGENDA 2021 – 2022**

# ***Policy Agenda 2021 – 2022***

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

### **TOP PRIORITY**

**Balanced Budget FY '22 without a Tax Increase**

**Recreation Center Replacement/Expansion: Needs Assessment and Design**

**State Road 7 Corridor Vision and Plan**

**Village Hall Replacement: Construction and Additional Funding**

**Mobility Vision and Plan**

**Alternative Vehicles Preparation: Trend Analysis, Best Practices, Business Plan and Direction**

### **HIGH PRIORITY**

**Major Community Festival: Goals, Report with Options, Direction and Village Actions**

**Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Priority and Funding**

**All Access Park Development**

**State of the Village: Concept and Presentation**

**COVID-19 Pandemic: After-Action Report and Plan for the Future**

**Katz Soccer Complex Improvements: Priority and Funding**

**Hospital Annexation/Hospital Ordinance**

# *Management Agenda 2021 – 2022*

## *Village of Royal Palm Beach*

### **TOP PRIORITY**

**Federal American Rescue Dollars: Regulations and Village Guidelines**

**Changing the Qualifying Period to December**

**Re-Opening Villages Programs and Services**

**Shakespeare under the Palms in RPB Commons Park**

**LPR Cameras Expansion**

### **HIGH PRIORITY**

**Additional Video Surveillance Cameras in RPB Commons Parks**

**Crestwood North Park Development**

**LaMancha Avenue Extension (Bilboa Street/Okeechobee Boulevard)**

**Sign Code: Update**

**Municipal Code: Revision**



# *Management in Progress 2021 – 2022*

## *Village of Royal Palm Beach*

SunGard/HTE/Analytics Advance Reporting Software: Deployment

Maintenance Contract: Award Bid [1]

Liability and Waiver Forms/Signage: Form and Implementation

Recreation Online Registration and Signature

2022 Municipal Elections

Cyber Security: Enhancements

Municipal Lien Searches

VECTOR Information

Inspectors/Plan Reviewers Cross Training

Laserfiche Connect

State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions

Cultural Center Indoor Art: Completion

Records Retention/Management

Superion: Map Open Building Permits; Code Enforcement Courtesy Notification; Building Permits

Onboarding and Benefit Open Enrollment BenteK and Neo Gov

Village Employee Wellness Program: Start Up  
Purchasing DocShuttle  
GO LIVE with Engineering ePermitting  
ProjectDox Community Outreach: Development  
Automate 1099 Yearly Print/Distribution Process  
Automate Print/Issuing of Purchase Order (PO)  
Automate W2 Yearly Print/Distribution process  
AS400 Users to Naviline Graphical Client Interface: Transfer  
AnalyticsNow NaviLine Dashboards: Development  
Flow Chart for the Development Review Procedures  
Development Review Procedures for Applicants  
Project Maps and Various Zoning Maps: Update  
Planning and Zoning Department Website: Update  
Development Application Manuals: Creation  
Aquatic Vegetation Maintenance: Bid  
Trucks, PW21TR  
Upgrading Security Cameras/Mag Locks/Roof at FOC: Funding  
RPB Commons Café Operations: Award Contract  
Father – Daughter Night Out  
2<sup>nd</sup> Halloween Event

Mayor’s Benefit Golf Tournament

Car Portico at Cultural Center

Cultural Center Marketing

Webpage for Pavilion Rentals: Creation

RPB Commons Park Access (EN1902) – Easements for Future Access Points to Royal Palm Beach Commons Park

Kite Event

PAL Participation Increase

Schools Zone Flashing Beacons Requirements: Design/Plan; Construction

Bus Stops: Update Report

Community Education: “Lock Your Vehicle”

Sector Patrol Boundaries Analysis

Crime Reduction through Directed Patrol Plans

Neighborhood Watch/Crime Reduction Program: Expansion

Bella Sera Build Out: Next Phase

Tuttle Royale Phase 2: Review

Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction

Flood – Community Rating System Cycle Visit

ALDI Park PID Remaining Parcels

Permitting of Community Residential Homes Administration

No Wake Zones: Signs

Fountain R&R: Project Development: Funding

Okeechobee Blvd. Entry Sign Landscape Improvements Funding

# *Major Projects 2021 – 2022*

## *Village of Royal Palm Beach*

Bridge Slope Stabilization (PW 1709/PW1806): Award; Construction

RPB Commons Lighting Phase 2 (PR1903): Design; Award; Construction

RPB Commons Parking Lot Expansion (PR1602): Construction

Okeechobee Boulevard West Landscape Improvements (PW2006): Award; Construction

Parks ADA Compliance Project: Robiner Park (PR1807); Bid; Construction

Canal Dredging Project: Bid; Construction

Southern/Royal Palm Beach Gateway: Enhancements (EN2002); Construction

Water Treatment Plant (PW1802/PW1902): Design

Public Works Lobby – Security Project: Construction

Backflow Preventers Replacement (PW21BF)

Annual Street Sign Retro Reflectivity (PW21SS)

Annual Street Restriping (PW21SR)

SR 80 Street Lights Replacement Fixtures: 5-per Year Completion

Drainage System Improvements (PW 1903): Construction

Street Lights LED Village Wide: Completion (FPL 2023)

Camellia Ditch Restoration: Funding

A/C Replacement, PW21AC

Bob Marcello Park Picnic Pavilion (PR1917)

RPB Commons Large Pavilions [2]: Design

Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence (PR1807): Design; Award; Construction

Gazebo in Homeplace Park: Construction

Sports Center Landscape Lighting and Retaining Wall (PR2004): Construction

Commons Park: Additional Exercise Equipment

ALL Playgrounds: Install Perimeter Fencing (2)

Various Playgrounds: Install Shade Structures (2)

Sporting Center: Lighting Replacement (Main Floor): Design

FPL Pathway Dry Detention Ponds (EN1904): Design; Construction

Earth Day Canal Bank Stabilization

Preservation Park Improvements: Completion

Additional Pickle Ball Courts

RPB Commons Perimeter Pathway Lighting (PR1903)

Camellia Park Drainage Improvements (PR1822): Design; Construction

Crack Fill Program – Pilot Project: Award Contract for Design; Construction

Annual Vegetation Maintenance

Annual Sidewalk Trip Hazards Repair

LaMancha Avenue Extension: Grant

RPB Commons Natural Attention

Road Resurfacing Design (PW19RR): Easton Court; Kent Court; Morgate Drive; Sparrow Drive; Wildcat Way

Road Re-Surfacing (PW21RR): Design

School Zone Flashing Beacons (PW2107): Design; Construction

Guard Rail Replacement (PW2104)

Street Light Replacement – LaMancha (PW2110)

# ***ACTION AGENDA***

## ***2021 – 2022***

Mayor and Village Council



Royal Palm Beach, Florida  
May 2021



Lyle Sumek Associates, Inc.  
9 Flagship Court  
Palm Coast, FL 32137-3373

Phone: (386) 246-6250  
Fax: (386) 246-6252  
E-mail: [sumekassoc@gmail.com](mailto:sumekassoc@gmail.com)



# **Village of Royal Palm Beach Goals 2026**

**Financially Sound Government**



**Responsive Village Services**



**Abundance of Leisure Choices**



**Beautiful, Convenient Community**

# Definitions of Terms

## **POLICY –**

is an issue that needs direction or a policy decision by the Board; or needs a major funding decision by the Board; or an issue that needs Board 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 Board has set the overall direction and provided initial funding (e.g., phased project), may require further Board 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 Board has set the direction, needs staff work before going to Board for direction next year or beyond, no choice mandated by an outside governmental agency or institution, management process improvement budgeted or funded by the Board.

## **MAJOR PROJECT –**

a capital project funded in the CIP or by Board 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 Board 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.

**Royal Palm Beach  
Policy Agenda 2021 – 2022  
Targets for Action**

**TOP PRIORITY**

**Balanced Budget FY '22 without a Tax Increase**

**Recreation Center Replacement/Expansion: Needs Assessment and Design**

**State Road 7 Corridor Vision and Plan**

**Village Hall Replacement: Construction and Additional Funding**

**Mobility Vision and Plan**

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**COVID-19 Pandemic: After-Action Report and Plan for the Future**

**Katz Soccer Complex Improvements: Priority and Funding**

**Hospital Annexation/Hospital Ordinance**

# **Royal Palm Beach Management Agenda 2021 – 2022 Targets for Action**

## **TOP PRIORITY**

**Federal American Rescue Dollars: Regulations and Village Guidelines**

**Changing the Qualifying Period to December**

**Re-Opening Villages Programs and Services**

**Shakespeare under the Palms in RPB Commons Park**

**LPR Cameras Expansion**

## **HIGH PRIORITY**

**Additional Video Surveillance Cameras in RPB Commons Parks**

**Crestwood North Park Development**

**LaMancha Avenue Extension (Bilboa Street/Okeechobee Boulevard)**

**Sign Code: Update**

**Municipal Code: Revision**

**Royal Palm Beach  
Action Outlines 2021 – 2022**

<b>GOAL 1</b>	<b>Financially Sound Government</b>
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<b>ACTION:   Balanced Budget FY '22 without a Tax Increase</b>	<b>PRIORITY</b>						
	<i>Top Policy</i>						
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Responsibility: Finance Director							

<b>ACTION:   Village Capital Plan with Revenue Projects and Plan (5-Years)</b>	<b>PRIORITY</b>						
	<i>Policy</i>						
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Responsibility: Finance Director							

<b>ACTION: Federal American Rescue Dollars: Regulations and Village Guidelines</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<p><u>Key Issues</u></p> <ul style="list-style-type: none"> <li>• \$16.98 million</li> <li>• Federal Guideline</li> <li>• Use for Capital Projects</li> </ul>	<p><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. Review Federal regulations</li> <li>2. Identify projects with costs</li> <li>3. <b>WORKSHOP:</b> Presentation and Direction</li> </ol>	<p><u>Time</u></p> <p>6/21</p> <p>6/21</p> <p>7/21</p>
Responsibility: Finance Director		

<b>ACTION: Long-Range Financial Model/Projection: Update and Direction</b>		<b>PRIORITY</b>
		<i>Mgmt</i>
<p><u>Key Issues</u></p> <ul style="list-style-type: none"> <li>• Underlying Assumptions</li> <li>• Potential Inflation</li> <li>• Interest Rate</li> <li>• Revenue Projections</li> <li>• Expenditure Projects</li> <li>• Operating and Maintenance Cost of New Buildings and Facilities</li> </ul>	<p><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. Finalize 5-year projects</li> <li>2. <b>WORKSHOP:</b> Presentation</li> </ol>	<p><u>Time</u></p> <p>3/22</p> <p>5/22</p>
Responsibility: Finance Director		



<b>GOAL 2</b>	<b>Responsive Village Services</b>
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<p><b>ACTION: Recreation Center Replacement/Expansion: Needs Assessment</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Key Issues</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Activities/Milestones</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Time</u></th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>• Space Needs</li> <li>• Activity Needs</li> <li>• Recreational Trends</li> <li>• Senior “Wing”</li> <li>• Gym Space –Independence from the Schools</li> <li>• Flex-Space</li> <li>• Class Room</li> <li>• Current Center Renovation</li> <li>• Additional Area</li> <li>• Funding</li> <li>• Use of American Rescue Dollars</li> </ul> </td> <td style="vertical-align: top;"> <ol style="list-style-type: none"> <li>1. Develop Budget Proposal for a Needs Assessment</li> <li>2. Finalize budget</li> <li>3. <b>WORKSHOP:</b> Budget FY ’22 Presentation and Direction</li> <li>4. <b>DECISION:</b> Budget FY ’22 Funding for Needs Assessment</li> <li>5. Issue RFP for Needs Assessment</li> <li>6. <b>DECISION:</b> Award Contract for Needs Assessment</li> <li>7. Complete Assessment Report</li> <li>8. <b>WORKSHOP:</b> Report Presentation and Direction</li> </ol> </td> <td style="vertical-align: top;"> <p style="text-align: center; border: 1px solid black; margin: 0;"><b>PRIORITY</b></p> <p style="text-align: center; margin: 0;"><i>Top Policy</i></p> </td> </tr> <tr> <td></td> <td></td> <td style="vertical-align: top;"> <p>6/21</p> <p>6/21</p> <p>7/21</p> <p>9/21</p> <p>9/21</p> <p>11/21</p> <p>3/22</p> <p>4/22</p> </td> </tr> </tbody> </table>	<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>	<ul style="list-style-type: none"> <li>• Space Needs</li> <li>• Activity Needs</li> <li>• Recreational Trends</li> <li>• Senior “Wing”</li> <li>• Gym Space –Independence from the Schools</li> <li>• Flex-Space</li> <li>• Class Room</li> <li>• Current Center Renovation</li> <li>• Additional Area</li> <li>• Funding</li> <li>• Use of American Rescue Dollars</li> </ul>	<ol style="list-style-type: none"> <li>1. Develop Budget Proposal for a Needs Assessment</li> <li>2. Finalize budget</li> <li>3. <b>WORKSHOP:</b> Budget FY ’22 Presentation and Direction</li> <li>4. <b>DECISION:</b> Budget FY ’22 Funding for Needs Assessment</li> <li>5. Issue RFP for Needs Assessment</li> <li>6. <b>DECISION:</b> Award Contract for Needs Assessment</li> <li>7. Complete Assessment Report</li> <li>8. <b>WORKSHOP:</b> Report Presentation and Direction</li> </ol>	<p style="text-align: center; border: 1px solid black; margin: 0;"><b>PRIORITY</b></p> <p style="text-align: center; margin: 0;"><i>Top Policy</i></p>			<p>6/21</p> <p>6/21</p> <p>7/21</p> <p>9/21</p> <p>9/21</p> <p>11/21</p> <p>3/22</p> <p>4/22</p>	
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Responsibility: Parks and Recreation Director										

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Responsibility: Village Engineer										

<b>ACTION: State of the Village: Concept and Presentation</b>		<b>PRIORITY</b>
		<i>High Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Strategic Plan</li> <li>• Performance Report</li> <li>• Village Manager’s Year Review Report</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare ‘State of the Village’ presentation</li> <li>2. <b>PRESENTATION</b></li> <li>3. <b>MAYOR’S PRESENTATION TO OUR COMMUNITY</b></li> </ol>	<p>9/21</p> <p>10/21</p> <p>10/21</p>
Responsibility: Village Manager		

<b>ACTION: COVID-19 Pandemic: After-Action Report and Plan for the Future</b>		<b>PRIORITY</b>
		<i>High Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Pandemic Uncertainty</li> <li>• Emergency Management Plan</li> <li>• Services and Staffing</li> <li>• Opportunities for Changes</li> <li>• Virtual Services and Meetings</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete “Emergency Management Plan” update</li> <li>2. Receive Financial Audit</li> <li>3. Prepare Report</li> <li>4. <b>PRESENTATION:</b> Report</li> </ol>	<p>6/21</p> <p>2/22</p> <p>3/22</p> <p>4/22</p>
Responsibility: Village Manager		

<b>ACTION: Transportation Fee: Concept Development and Village Participation (including TOD Plus)</b>		<b>PRIORITY</b>
		<i>Policy</i>
<p><u>Key Issues</u></p> <ul style="list-style-type: none"> <li>• TPA</li> <li>• Reduced Gas Tax Revenues</li> <li>• 1<sup>st</sup> Mile/Last Mile</li> <li>• TPA Role</li> <li>• Village Role</li> <li>• Mass Transit for Palm Beach County</li> <li>• Funding Mechanism: 1 cent Sales Tax</li> <li>• Election: 2024</li> </ul>	<p><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. TPA: Publication of Report</li> <li>2. <b>PRESENTATION:</b> Report</li> </ol>	<p><u>Time</u></p> <p>6/21</p> <p>7/21</p>
Responsibility: Mayor		

<b>ACTION: Changing the Qualifying Period to December</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<p><u>Key Issues</u></p> <ul style="list-style-type: none"> <li>• County Request</li> <li>• Funding Local Elections</li> </ul>	<p><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. Prepare updated Ordinance</li> <li>2. <b>DECISION:</b> Ordinance Adoption</li> </ol>	<p><u>Time</u></p> <p>8/21</p> <p>9/21</p>
Responsibility: Village Clerk/Village Attorney		

<b>ACTION: Re-Opening Villages Programs and Services****</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<p><u>Key Issues</u></p> <ul style="list-style-type: none"> <li>• Village Hall – Lobby Opening/Unlocking</li> <li>• No Sports Camps</li> <li>• Limited Summer Camps (with no trips)</li> <li>• Senior Luncheon: 10/21</li> <li>• Meeting with “Young at Heart”: 6/21</li> <li>• Mask Mandate: Follow Palm Beach County</li> <li>• Post Office: Return to Village Hall Lobby – after New Village Hall</li> </ul>	<p><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. Contact Post Office – discuss the intentions</li> <li>2. Open Doors – Unlock with Masks</li> <li>3. Full opening</li> </ol>	<p><u>Time</u></p> <p>5/21</p> <p>5/21</p> <p>10/21</p>
Responsibility: Village Manager		

<b>ACTION: Additional Video Surveillance Cameras in RPB Commons Parks</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<p><u>Key Issues</u></p>	<p><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. Complete conduit installation</li> <li>2. Complete camera installation</li> </ol>	<p><u>Time</u></p> <p>2/22</p> <p>8/22</p>
Responsibility: Village Engineer/Information Services Director		

<b>ACTION: Municipal Code: Revisions</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Fences Ordinance</li> <li>• Accessory Structures Ordinance</li> <li>• LP Gas Tank Storage Ordinance</li> <li>• Engineering Violations Ordinance</li> </ul>	<ol style="list-style-type: none"> <li>1. Revise Ordinance</li> <li>2. <b>DECISION:</b> Ordinances Adoption</li> </ol>	<p>10/21</p> <p>11/21</p>
<div style="border: 1px solid black; padding: 2px;">Responsibility: Planning Director/Village Attorney</div>		

<b>ACTION: LaMancha Avenue Extension (Bilboa Street/Okeechobee Boulevard)</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	<ol style="list-style-type: none"> <li>1. Complete design</li> </ol>	<p>9/22</p>
<div style="border: 1px solid black; padding: 2px;">Responsibility: Village Engineer</div>		

**ACTION: Data Base Management Policy and Procedural Manual**

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

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Data Refinement	1. Develop budget proposal and define scope of project	6/21
• Software	2. Finalize budget	6/21
• Old Data Clean-Up	3. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction	7/21
• Public Record Requests	4. <b>DECISION:</b> Budget FY '22 Adoption and Funding	9/21
• Relationship to ProjectDox	5. Complete Optimization Study by Central Square – Community Development	10/21
	6. Hire intern to clean up database	
	7. Hire consultant to conduct total evaluation of process and data clean-up	10/21 12/21
	8. Finalize Report	5/22
	9. Present Report to Village Manager	6/22

Responsibility: Information Services Director

<b>► Management in Progress 2021 – 2022</b>			<b>TIME</b>
2	1. SunGard/HTE/Analytics Advance Reporting Software: Deployment	IIS	7/21
2	2. Maintenance Contract: Award Bid [1]	PW	9/21
2	3. Liability and Waiver Forms/Signage: Form and Implementation	VA HR	7/21
2	4. Recreation Online Registration and Signature	P&R	7/21
2	5. 2022 Municipal Elections	VC	3/22
2	6. Cyber Security: Enhancements	IS	Ongoing
2	7. Municipal Lien Searches	VC	Ongoing
2	8. VECTOR Information	VC	Ongoing
2	9. Inspectors/Plan Reviewers Cross Training	CD	Ongoing
2	10. Laserfiche Connect	IS	
2	11. State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions	VM	Ongoing
2	12. Cultural Center Indoor Art: Completion	P&R	
2	13. Records Retention/Management	VC	Ongoing
2	14. Superior	CD	
	a. Map Open Building Permits	IS	7/21
	b. Code Enforcement Courtesy Notification		10/21
	c. Building Permits		10/22
2	15. Onboarding and Benefit Open Enrollment Bentek and Neo Gov	HR	10/21
2	16. Village Employee Wellness Program: Start Up	HR	9/21
2	17. Purchasing DocShuttle	IS	8/21
2	18. GO LIVE with Engineering ePermitting	IS	10/21
2	19. ProjectDox Community Outreach: Development	IS	2/22
2	20. Automate 1099 Yearly Print/Distribution Process	IS	12/21
2	21. Automate Print/Issuing of Purchase Order (PO)	IS	10/21
2	22. Automate W2 Yearly Print/Distribution process	IS	1/22
2	23. AS400 Users to NaviLine Graphical Client Interface: Transfer	IS	3/22
2	24. AnalyticsNow NaviLine Dashboards: Development	IS	7/21
2	25. Flow Chart for the Development Review Procedures	P&Z	11/21
2	26. Development Review Procedures for Applicants	P&Z	1/22
2	27. Project Maps and Various Zoning Maps: Update	P&Z	Ongoing
2	28. Planning and Zoning Department Website: Update	P&Z	5/22
2	29. Development Application Manuals: Creation	P&Z	6/22
2	30. Aquatic Vegetation Maintenance: Bid	PW	9/21

<b>► Management in Progress 2021 – 2022 (continued)</b>			<b>TIME</b>
2	31. Trucks, PW21TR	PW	12/21
2	32. Upgrading Security Cameras/Mag Locks/Roof at FOC: Funding	PW	9/21

<b>► Major Projects 2020 – 2021</b>			<b>TIME</b>
2	1. Bridge Slope Stabilization (PW 1709/PW1806)	PW	8/21
	a. Award		10/21-2/22
	b. Construction		
2	2. RPB Commons Lighting Phase 2 (PR1903)	ENGR	6/21
	a. Design		8/21
	b. Award		5/22
	c. Construction		9/21
2	3. RPB Commons Parking Lot Expansion (PR1602): Construction	ENGR	9/21
2	4. Okeechobee Boulevard West Landscape Improvements (PW2006)	PW	8/21
	a. Award		1/22
	b. Construction		
2	5. Parks ADA Compliance Project: Robiner Park (PR1807)	ENGR	6/21
	a. Bid		6/22
	b. Construction		
2	6. Canal Dredging Project	ENGR	11/21
	a. Bid		9/22
	b. Construction		
2	7. Southern/Royal Palm Beach Gateway: Enhancements (EN2002); Construction	ENGR	9/21
2	8. Water Treatment Plant (PW1802/PW1902): Design	ENGR	5/22
2	9. Public Works Lobby – Security Project: Construction	PW	12/21
2	10. Backflow Preventers Replacement (PW21BF)	PW	Ongoing
2	11. Annual Street Sign Retro Reflectivity (PW21SS)	PW	Ongoing
2	12. Annual Street Restriping (PW21SR)	PW	Ongoing
2	13. SR 80 Street Lights Replacement Fixtures: 5-per Year Completion	PW	Ongoing
2	14. Drainage System Improvements (PW 1903): Construction	PW	2/22
2	15. Street Lights LED Village Wide: Completion (FPL 2023)	ENGR	10/23
2	16. Camellia Ditch Restoration: Funding	PW	9/21
2	17. A/C Replacement, PW21AC	PW	9/21



<b>GOAL 3</b>	<b>Abundance of Leisure Choices</b>
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<p><b>ACTION: Major Community Festival: Goals, Report, Direction and Village Actions</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="text-align: center; padding: 2px;"><i>High Policy</i></td> </tr> </table>	<b>PRIORITY</b>	<i>High Policy</i>				
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<p><b>ACTION: Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Priority and Funding</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="text-align: center; padding: 2px;"><i>High Policy</i></td> </tr> </table>	<b>PRIORITY</b>	<i>High Policy</i>				
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<b>ACTION: All Access Park Development</b>		<b>PRIORITY</b>
		<i>High Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Submit grant application to the State of Florida	1/22
Responsibility: Parks and Recreation Director		

<b>ACTION: Katz Soccer Complex Improvements: Priority and Funding</b>		<b>PRIORITY</b>
		<i>High Policy</i>
<b>1. Soccer Field Renovation (2)</b> <b>2. Shade Structure Replacement</b>		
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Natural Turf vs. Artificial Turf Cost-Benefit Analysis</li> <li>• Maintenance Level and Costs</li> <li>• Return on Investment</li> <li>• Months –Closed Timing</li> <li>• Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare budget proposal</li> <li>2. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction</li> <li>3. <b>DECISION:</b> Budget FY '22 Funding</li> <li>4. Issue RFP</li> <li>5. <b>DECISION:</b> Award Contract</li> <li>6. Complete Shade Structure Replacement</li> <li>7. Construction: Turf Renovation</li> </ol>	<ol style="list-style-type: none"> <li>6/21</li> <li>7/21</li> <li>9/21</li> <li>10/21</li> <li>12/21</li> <li>12/21</li> <li>6/22-9/22</li> </ol>
Responsibility: Parks and Recreation Director		

<b>ACTION: Zip Line Venue: Report with Options, Direction, Potential Partners and Village Action</b>		<b>PRIORITY</b>
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Concept</li> <li>• Village Liability</li> <li>• Vendor</li> <li>• Equipment</li> <li>• Events</li> </ul>	<ol style="list-style-type: none"> <li>1. Identify events and vendor</li> <li>2. Execute contract</li> <li>3. Event with Zip-Line</li> </ol>	<ol style="list-style-type: none"> <li>7/21</li> <li>9/21</li> <li>TBD</li> </ol>
Responsibility: Parks and Recreation Director		

<b>ACTION: Shakespeare by the Sea in RPB Commons Park (8 Performances)</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Performances (8)	8/21
Responsibility: Parks and Recreation Director		

<b>ACTION: Crestwood North Park Development</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Site Plan</li> <li>• Basketball Courts Location</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete Site Plan</li> <li>2. <b>DECISION:</b> Site Plan Approval</li> <li>3. Issue RFP</li> <li>4. <b>DECISION:</b> Award Contract for Construction</li> <li>5. Complete construction</li> <li>6. Open Park</li> </ol>	<ol style="list-style-type: none"> <li>11/21</li> <li>12/21</li> <li>3/22</li> <li>5/22</li> <li>6/23</li> <li>6/23</li> </ol>
Responsibility: Village Engineer		

			TIME
<b>► Management in Progress 2021 – 2022</b>			
3	1. RPB Commons Café Operations: Award Contract	P&R	10/21
3	2. Father – Daughter Night Out	P&R	2/22
3	3. 2 <sup>nd</sup> Halloween Event	P&R	10/21
3	4. Mayor’s Benefit Golf Tournament	P&RMIP	2/22
3	6. Car Portico at Cultural Center	ENGR	2023
3	7. Cultural Center Marketing	P&R	Ongoing
3	8. Webpage for Pavilion Rentals: Creation	P&R	1/22
3	9. RPB Commons Park Access (EN1902) – Easements for Future Access Points to Royal Palm Beach Commons Park	ENGR	6/22
3	10. Kite Event	P&R	7/21
3	11. PAL Participation Increase	PBSO	Ongoing

			TIME
<b>► Major Projects 2021 – 2022</b>			
3	1. Bob Marcello Park Picnic Pavilion (PR1917)	P&R	8/21
3	2. RPB Commons Large Pavilions [2]: Design	P&R	8/21
3	3. Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence (PR1807)	ENGR	
	a. Design		6/21
	b. Award		8/21
	c. Construction		6/22
3	4. Gazebo in Homeplace Park: Construction	P&R	8/21
3	5. Sports Center Landscape Lighting and Retaining Wall (PR2004): Construction	MP	12/21
3	6. Commons Park: Additional Exercise Equipment	P&R	11/21
3	7. ALL Playgrounds: Install Perimeter Fencing (2)	P&R	12/21
3	8. Various Playgrounds: Install Shade Structures (2)	P&R	12/21
3	9. Sporting Center: Lighting Replacement (Main Floor): Design	PW	6/21
3	10. FPL Pathway Dry Detention Ponds (EN1904)	ENGR	
	a. Design		11/21
	b. Construction		9/22
3	11. Earth Day Canal Bank Stabilization	ENGR	2/22
3	12. Preservation Park Improvements: Completion	ENGR	12/21
3	13. Additional Pickle Ball Courts	P&R	12/21
3	14. RPB Commons Perimeter Pathway Lighting (PR1903)	ENGR	5/22
3	15. Camellia Park Drainage Improvements (PR1822)	ENGR	
	a. Design		11/22
	b. Construction		8/23

<b>GOAL 4</b>	<b>Beautiful, Convenient Community</b>
---------------	--

<p><b>ACTION: State Road 7 Corridor Vision and Plan</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Top Policy</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Top Policy</i>										
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<p><b>ACTION: Mobility Vision and Plan Interconnect Improvement</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Top Policy</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Top Policy</i>										
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**ACTION: Alternative Vehicles Preparation: Trend Analysis, Best Practices, Business Plan, Direction and Village Actions**

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

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Vehicle Charging Stations Business Plan	1. Define scope of the Business Plan and determine costs for development	6/21
• Village Role	2. Develop budget proposal	6/21
• Market	3. <b>WORKSHOP:</b> Budget FY '22 Presentation and Direction	7/21
• FPL Costs	4. <b>DECISION:</b> Budget FY'22 Funding for Business Plan Development	9/21
	5. Issue RFP	1/22
	6. Develop Business Plan and Report	7/22
	7. <b>PRESENTATION:</b> Business Plan and Report, and Direction	8/22

Responsibility: Village Manager

**ACTION: Hospital Annexation/Hospital Ordinance**

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

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Request from Hospital	1. <b>MAYOR:</b> Update	6/21
• Hospital Ordinance – Land Use and Zoning	2. Receive application from the Hospital	TBD

Responsibility: Mayor

<b>ACTION: Outdoor Dining Regulations: Requests and Direction</b>		<b>PRIORITY</b>
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Adjacent to Neighborhood</li> <li>• Ordinance Changes</li> <li>• Brewery Request</li> </ul>	<ol style="list-style-type: none"> <li>1. Brewery applies for Code Amendment</li> </ol>	TBD
<div style="border: 1px solid black; padding: 2px;">Responsibility: Planning Director</div>		

<b>ACTION: RPB Housing Baseline Data: Development</b>		<b>PRIORITY</b>
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Are there housing issues?</li> <li>• House – Current Information</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare Report on current housing in Royal Palm Beach – owner occupied and rental</li> <li>2. <b>PRESENTATION</b></li> </ol>	10/21  11/21
<div style="border: 1px solid black; padding: 2px;">Responsibility: Village Manager</div>		



<b>ACTION: LPR Cameras Expansion</b>		<b>PRIORITY</b>
		<i>Top Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Complete installation – six locations	9/21
Responsibility: Village Engineer		

<b>ACTION: Sign Code: Update</b>		<b>PRIORITY</b>
		<i>High Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Legal Parameters</li> <li>• Goals</li> <li>• Village Role</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare draft Ordinance</li> <li>2. LPA: Review</li> <li>3. <b>DECISION:</b> Ordinance Adoption</li> </ol>	<p>7/21</p> <p>8/21</p> <p>9/21</p>
Responsibility: Village Attorney		

<b>ACTION: State Road 7: Advocacy</b>		<b>PRIORITY</b>
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Actions by the City of West Palm Beach</li> </ul>	<ol style="list-style-type: none"> <li>1. Monitor FDOT Actions</li> </ol>	Ongoing
Responsibility: Village Manager		

<b>► Management in Progress 2021 – 2022</b>			<b>TIME</b>
4	1. Schools Zone Flashing Beacons Requirements	PW	
	a. Design/Plan		7/21
	b. Construction		8/21
4	2. Bus Stops: Update Report	PBSO	Ongoing
4	3. Community Education: “Lock Your Vehicle”	PBSO	Ongoing
4	4. Sector Patrol Boundaries Analysis	PBSO	Ongoing
4	5. Crime Reduction through Directed Patrol Plans	PBSO	Ongoing
4	6. Neighborhood Watch/Crime Reduction Program: Expansion	PBSO	Ongoing
4	7. Bella Sera Build Out: Next Phase	CD	Ongoing
4	8. Tuttle Royale Phase 2: Review	CD	Ongoing
4	9. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction	ENGR	2/22
4	10. Flood – Community Rating System Cycle Visit	ENGR	TBD
4	11. ALDI Park PID Remaining Parcels	P&Z	Ongoing
4	12. Permitting of Community Residential Homes Administration	P&Z	Ongoing
4	13. No Wake Zones: Signs	PW	12/21
4	14. Fountain R&R: Project Development: Funding	PW	9/21
4	15. Okeechobee Blvd. Entry Sign Landscape Improvements Funding	PW	9/21

			TIME
<b>► Major Projects 2020 – 2021</b>			
4	1. Crack Fill Program – Pilot Project	PW	
	a. Award Contract for Design		7/21
	b. Construction		12/21
4	2. Annual Vegetation Maintenance	PW	Ongoing
4	3. Annual Sidewalk Trip Hazards Repair	PW	Ongoing
4	4. LaMancha Avenue Extension: Grant	ENGR	TBD
4	5. RPB Commons Natural Attention	ENGR	Ongoing
4	6. Road Resurfacing Design (PW19RR)	ENGR	6/21
	a. Easton Court		
	b. Kent Court		
	c. Morgate Drive		
	d. Sparrow Drive		
	e. Wildcat Way		
4	7. Road Re-Surfacing (PW21RR): Design	ENGR	7/22
4	8. School Zone Flashing Beacons (PW2107)	PW	
	a. Design		7/21
	b. Construction		9/22
4	9. Guard Rail Replacement (PW2104)	PW	12/21
4	10. Street Light Replacement – LaMancha (PW2110)	PW	10/21

# **Policy Calendar 2021 – 2022**

## MONTH

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May 2021

1. **DECISION:** Award Contract for State Road 7 Vision and Plan
2. **DECISION:** Award Contract for Mobility Vision and Plan

## MONTH

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June 2021

1. **MAYOR:** Hospital Annexation Update

## MONTH

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July 2021

1. **WORKSHOP:** Budget FY '22 Presentation and Direction
  - a. Recreation Center Replacement/Expansion Needs Assessment
  - b. Data Base Management Policy and Procedural Manual Evaluation of Process and Data Base Clean-Up
  - c. Upgrading Security Cameras/Mag Locks/Roof at FOC
  - d. Camellia Ditch Restoration
  - e. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations
  - f. Katz Soccer Complex Improvements: Soccer Fields and Shade Structure
  - g. Alternative Vehicle Business Plan Development
  - h. Okeechobee Blvd. Entry Sign Landscape Improvements
  
2. **WORKSHOP:** Capital Plan FY '22 Presentation and Direction
  
3. **WORKSHOP:** American Rescue Dollars Presentation and Direction
  
4. **DECISION:** Award Contract for Village Hall Construction
  
5. **PRESENTATION:** TPA Transportation Fee/TOD Plus Report
  
6. **WORKSHOP:** Major One-Day Event Presentation and Direction

## MONTH

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August 2021

1.

2.

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## MONTH

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September 2021

1. **DECISION:** Budget FY '22 Adoption
2. **DECISION:** Changing the Qualifying Period tot December Ordinance Adoption
3. **DECISION:** Sign Ordinance Adoption

## MONTH

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October 2021

1. **PRESENTATION:** “State of the Village”

## MONTH

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November 2021

1. **DECISION:** Award Contract for Recreation Center Needs Assessment
  
2. **DECISION:** Ordinances Adoption
  - a. Fences
  - b. Accessory Structures
  - c. LP Gas Tank Storage
  - d. Engineering Violations
  
3. **PRESENTATION:** RPB Housing Baseline Data

## MONTH

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December 2021

1. **DECISION:** Award Contract for Katz Complex Turf Renovation
2. **DECISION:** Crestwood North Park Site Plan Approval

## MONTH

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January 2022

1.

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## MONTH

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February 2022

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## MONTH

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March 2022

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## MONTH

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April 2022

1. **WORKSHOP:** Recreation Center Needs Assessment Report Presentation and Direction
  
2. **PRESENTATION:** COVID-19 After-Action Report
  
3. **PRESENTATION:** Sate Road 7 Vision/Plan and Direction
  
4. **PRESENTATION:** Mobility Vision/Plan and Direction



## MONTH

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May 2022

1. **WORKSHOP:** Long-Range Financial Model Projections Presentation
2. **DECISION:** Award Contract for Crestwood North Park Construction

# *STRATEGIC PLAN*

## *2021 → 2026 → 2035*

### EXECUTIVE SUMMARY

Mayor and Village Council



Royal Palm Beach, Florida  
May 2021



Lyle Sumek Associates, Inc.  
9 Flagship Court  
Palm Coast, FL 32137-3373

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Fax: (386) 246-6252  
E-mail: [sumekassoc@gmail.com](mailto:sumekassoc@gmail.com)

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***STRATEGIC FRAMEWORK***

**VISION 2035**

*“Desired Destination for Royal Palm Beach”*

**PLAN 2026**

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

**EXECUTION**

*“Route for Next Year”*

**MISSION**

*“Responsibilities of Royal Palm Beach  
Village Government”*

**BELIEFS**

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

**Royal Palm Beach  
Vision 2035**

**ROYAL PALM BEACH 2035 *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 2026**

**Financially Sound Government**



**Responsive Village Services**



**Beautiful, Convenient Community**



**Abundance of Leisure Choices**

**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. Retain, hire and train a quality workforce dedicated to serving the Royal Palm Beach community
6. Provide sufficient resources to support defined services and service levels

**► Short-Term Challenges and Opportunities**

1. Rising operational costs for Village governments: employee benefits and pensions, electric rates, raw materials, fuel, construction materials
2. Cyber security and the protection of Village information
3. Impacts of the Coronavirus on Village services, revenues and staff
4. State of Florida legislation impacting Village revenues and services, impact fees, business tax receipts, food trucks, etc.
5. Defining and prioritizing the Village services and service levels that are responsive to the community
6. Determining the direction on the use of the American Rescue Plan dollars

**► Actions 2021 – 2022**

*Policy Agenda*

1. Balanced Budget FY '22 Without Tax Increase
2. Village Capital Planning – Revenue Projections and Plan (5-Years)

Top Priority

*Management Agenda*

1. Federal American Rescue Dollars: Regulations and Village Guidelines
2. Long-Range Financial Model/Projection: Update and Direction

Top Priority



**GOAL 2**

**RESPONSIVE VILLAGE SERVICES**

**► Objectives**

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

**► Short-Term Challenges and Opportunities**

1. Creating a safe environment in public areas which provides professional interaction – Village buildings, facilities and parks
2. Increasing frequency and severity of cyber-attacks and security breaches
3. Reduced Federal and State government funding
4. Continuing and enhancing the effective methods for communicating with the community
5. Continuing to enhance the customer’s experience
6. Recovering from the impacts of COVID
7. Understanding the direction, policies and programs of the new Federal government administration

► **Actions 2021 – 2022**

*Policy Agenda*

- |   |               |
|---|---------------|
| 1. Recreation Center Remodel/Expansion: Needs Assessment and Design                       | Top Priority  |
| 2. Village Hall Replacement: Additional Funding   | Top Priority  |
| 3. State of the Village: Concept and Presentation   | High Priority |
| 4. COVID-19 Pandemic: After-Action Report and Plan for the Future                         | High Priority |
| 5. Transportation Fee: Concept Development and Village Participation (including TOD Plus) |               |

*Management Agenda*

- |   |               |
|---|---------------|
| 1. Changing the Qualifying Period to December   | Top Priority  |
| 2. Re-Opening Villages Programs and Services  | Top Priority  |
| 3. Additional Video Surveillance Cameras in RPB Commons Parks   | High Priority |
| 4. Municipal Code Revisions: Fences, Accessory Structures, LP Gas Tank Storage And Engineering Violations | High Priority |
| 5. LaMancha Avenues Extension (Bilboa Street/Okeechobee Boulevard)  | High Priority |
| 6. Data Base Management Policy and Procedural Manual  |               |

*Management in Progress*

1. SunGard/HTE/Analytics Advance Reporting Software: Deployment
2. Maintenance Contract: Award Bid [1]
3. Liability and Waiver Forms/Signage: Form and Implementation
4. Recreation Online Registration and Signature
5. 2022 Municipal Elections
6. Cyber Security: Enhancements
7. Municipal Lien Searches
8. VECTOR Information
9. Inspectors/Plan Reviewers Cross Training
10. Laserfiche Connect
11. State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions
12. Cultural Center Indoor Art: Completion
13. Records Retention/Management
14. Superior
  - a. Map Open Building Permits
  - b. Code Enforcement Courtesy Notification
  - c. Building Permits
15. Onboarding and Benefit Open Enrollment Bentek and Neo Gov

► **Actions 2021 – 2022** (*Continued*)

*Management in Progress*

16. Village Employee Wellness Program: Start Up
17. Purchasing DocShuttle
18. GO LIVE with Engineering ePermitting
19. ProjectDox Community Outreach: Development
20. Automate 1099 Yearly Print/Distribution Process
21. Automate Print/Issuing of Purchase Order (PO)
22. Automate W2 Yearly Print/Distribution Process
23. AS400 Users to NaviLine Graphical Client Interface: Transfer
24. AnalyticsNow NaviLine Dashboards: Development
25. Flow Chart for the Development Review Procedures
26. Development Review Procedures for Applicants
27. Project Maps and Various Zoning Maps: Update
28. Planning and Zoning Department Website: Update
29. Development Application Manuals: Creation
30. Aquatic Vegetation Maintenance: Bid
31. Trucks, PW21TR
32. Upgrading Security Cameras/Mag Locks/Roof at FOC: Funding

*Major Projects*

1. Bridge Slope Stabilization (PW 1709/PW1806)
  - a. Award
  - b. Construction
2. RPB Commons Lighting Phase 2 (PR1903)
  - a. Design
  - b. Award
  - c. Construction
3. RPB Commons Parking Lot Expansion (PR1602): Construction
4. Okeechobee Boulevard West Landscape Improvements (PW2006)
  - a. Award
  - b. Construction
5. Parks ADA Compliance Project: Robiner Park (PR1807)
  - a. Bid
  - b. Construction
6. Canal Dredging Project
  - a. Bid
  - b. Construction
7. Southern/Royal Palm Beach Gateway: Enhancements (EN2002); Construction
8. Water Treatment Plant (PW1802/PW1902): Design
9. Public Works Lobby – Security Project: Construction

► **Actions 2021 – 2022** (*Continued*)

*Major Projects*

10. Backflow Preventers Replacement (PW21BF)
11. Annual Street Sign Retro Reflectivity (PW21SS)
12. Annual Street Restriping (PW21SR)
13. SR 80 Street Lights Replacement Fixtures: 5-per Year Completion
14. Drainage System Improvements (PW 1903): Construction
15. Street Lights LED Village Wide: Completion (FPL 2023)
16. Camellia Ditch Restoration: Funding
17. A/C Replacement, PW21AC

**GOAL 3**

**BEAUTIFUL, CONVENIENT COMMUNITY**

► **Objectives**

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

► **Short-Term Challenges and Opportunities**

1. Wide variety of offerings for seniors
2. Aging facilities needing repairs and upgrades, replacements
3. Maintaining safe parks and facilities
4. Finding ways to reach and attract teenagers through recreational programming
5. Connector to Commons Park
6. Changing recreational and leisure patterns by family generations
7. Defining Village's role in arts and culture

► **Actions 2021 – 2022**

*Policy Agenda*

1. Major Community Festival: Goals, Report with Options, Direction and Village Actions Top Priority
2. Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing Stations: Priority and Funding High Priority
3. All Access Park Development High Priority
4. Katz Soccer Complex Improvements: Priority and Funding High Priority
  - a. Soccer Field Renovation (2)
  - b. Shade Structure Replacement
5. Zip Line Venue: Report with Options, Direction, Potential Partners and Village Action

*Management Agenda*

1. Shakespeare under the Palms in RPB Commons Park (8 Performances) Top Priority
2. Crestwood North Park Development High Priority

*Management in Progress*

1. RPB Commons Café Operations: Award Contract
2. Father – Daughter Night Out
3. 2<sup>nd</sup> Halloween Event
4. Mayor’s Benefit Golf Tournament
5. Car Portico at Cultural Center
6. Cultural Center Marketing
7. Webpage for Pavilion Rentals: Creation
8. RPB Commons Park Access (EN1902) – Easements for Future Access Points to Royal Palm Beach Commons Park
9. Kite Event
10. PAL Participation Increase

*Major Projects*

1. Bob Marcello Park Picnic Pavilion (PR1917)
2. RPB Commons Large Pavilions [2]: Design
3. Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence (PR1807)
  - a. Design
  - b. Award
  - c. Construction
4. Gazebo in Homeplace Park: Construction
5. Sports Center Landscape Lighting and Retaining Wall (PR2004): Construction
6. Commons Park: Additional Exercise Equipment

► **Actions 2021 – 2022** (*Continued*)

*Major Projects*

7. ALL Playgrounds: Install Perimeter Fencing (2)
8. Various Playgrounds: Install Shade Structures (2)
9. Sporting Center: Lighting Replacement (Main Floor); Design
10. FPL Pathway Dry Detention Ponds (EN1904)
  - a. Design
  - b. Construction
11. Commons Perimeter Pathway Lighting (PR1903)
12. Camellia Park Drainage Improvements (PR1822)
13. Earth Day Canal Bank Stabilization
14. Preservation Park Improvements: Completion
15. Additional Pickle Ball Courts

**GOAL 4**

**ABUNDANCE OF LEISURE CHOICES**

► **Objectives**

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

► **Short-Term Challenges and Opportunities**

1. Development in West County and the impacts on Royal Palm Beach: Minto West, Highland Dunes, GL Homes, Vavrus Ranch
2. Developing a family-friendly entertainment destination at Tuttle Royale as part of a mixed-use development
3. Understanding the impacts of COVID pandemic on local businesses
4. Developing common visions for State Road 7 corridor, mobility
5. Residents taking responsibility to lock vehicles
6. Aging commercial centers needing rejuvenation or upgrade
7. Traffic congestion and limiting road capacity



► **Actions 2021 – 2022**

*Policy Agenda*

- |   |               |
|---|---------------|
| 1. State Road 7 Corridor Vision and Plan  | Top Priority  |
| 2. Mobility Vision and Plan   | Top Priority  |
| 3. Alternative Vehicles Preparation: Trend Analysis, Best Practices, Report with Options, Direction and Village Actions | Top Priority  |
| 4. Hospital Annexations/Hospital Ordinance  | High Priority |
| 5. Outdoor Dining Regulations: Requests and Direction   |               |
| 6. RPB Housing Baseline Data: Development   |               |

*Management Agenda*

- |                           |               |
|---------------------------|---------------|
| 1. LPR Cameras Expansion  | Top Priority  |
| 2. Sign Code: Update      | High Priority |
| 3. State Road 7: Advocacy |               |

*Management in Progress*

1. Schools Zone Flashing Beacons Requirements
  - a. Design/Plan
  - b. Construction
2. Bus Stops: Update Report
3. Community Education: “Lock Your Vehicle”
4. Sector Patrol Boundaries Analysis
5. Crime Reduction through Directed Patrol Plans
6. Neighborhood Watch/Crime Reduction Program: Expansion
7. Bella Sera Build Out: Next Phase
8. Tuttle Royale Phase 2: Review
9. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction
10. Flood – Community Rating System Cycle Visit
11. ALDI Park PID Remaining Parcels
12. Permitting of Community Residential Homes Administration
13. No Wake Zones: Review
14. Fountain R&R: Project Development
15. Okeechobee Blvd. Entry Sign Landscape Improvements.

*Major Projects*

1. Crack Fill Program – Pilot Project
  - a. Award Contract for Design
  - b. Construction
2. Annual Vegetation Maintenance

► **Actions 2021 – 2022** (*Continued*)

*Major Projects*

3. Annual Sidewalk Trip Hazards Repair
4. LaMancha Avenue Extension: Grant
5. RPB Commons Natural Attention
6. Road Resurfacing Design (PW19RR)
  - a. Easton Court
  - b. Kent Court
  - c. Morgate Drive
  - d. Sparrow Drive
  - e. Wildcat Way
7. Road Re-Surfacing (PW21RR): Design
8. School Zone Flashing Beacons (PW2107)
  - a. Design
  - b. Construction
9. Guard Rail Replacement (PW2104)
10. Street Light Replacement – LaMancha (PW2110)

# **Village of Royal Palm Beach Policy Agenda 2021 – 2022 Targets for Action**

## **TOP PRIORITY**

**Balanced Budget FY '22 without a Tax Increase**

**Recreation Center Replacement/Expansion: Needs Assessment and Design**

**State Road 7 Corridor Vision and Plan**

**Village Hall Replacement: Construction and Additional Funding**

**Mobility Vision and Plan**

**Alternative Vehicles Preparation:  
Trend Analysis, Best Practices, Business Plan and Direction**

## **HIGH PRIORITY**

**Major Community Festival:  
Goals, Report with Options, Direction and Village Actions**

**Additional Water Fountains/Bottle Filler/Hand Washing/Hand Sanitizing  
Stations: Priority and Funding**

**All Access Park Development**

**State of the Village: Concept and Presentation**

**COVID-19 Pandemic: After-Action Report and Plan for the Future**

**Katz Soccer Complex Improvements: Priority and Funding**

**Hospital Annexation/Hospital Ordinance**

# **Village of Royal Palm Beach Management Agenda 2021 – 2022 Targets for Action**

## **TOP PRIORITY**

**Federal American Rescue Dollars: Regulations and Village Guidelines**

**Changing the Qualifying Period to December**

**Re-Opening Villages Programs and Services**

**Shakespeare under the Palms in RPB Commons Park**

**LPR Cameras Expansion**

## **HIGH PRIORITY**

**Additional Video Surveillance Cameras in RPB Commons Parks**

**Crestwood North Park Development**

**LaMancha Avenue Extension (Bilboa Street/Okeechobee Boulevard)**

**Sign Code: Update**

**Municipal Code: Revision**

# Management in Progress 2021 – 2022

## Village of Royal Palm Beach

### ► Management in Progress 2021 – 2022

1. SunGard/HTE/Analytics Advance Reporting Software: Deployment
2. Maintenance Contract: Award Bid [1]
3. Liability and Waiver Forms/Signage: Form and Implementation
4. Recreation Online Registration and Signature
5. 2022 Municipal Elections
6. Cyber Security: Enhancements
7. Municipal Lien Searches
8. VECTOR Information
9. Inspectors/Plan Reviewers Cross Training
10. Laserfiche Connect
11. State Legislative Agenda and Advocacy: Key Issues, Direction and Village Actions
12. Cultural Center Indoor Art: Completion
13. Records Retention/Management
14. Superior
  - a. Map Open Building Permits
  - b. Code Enforcement Courtesy Notification
  - c. Building Permits
15. Onboarding and Benefit Open Enrollment Bentek and Neo Gov
16. Village Employee Wellness Program: Start Up
17. Purchasing DocShuttle
18. GO LIVE with Engineering ePermitting
19. ProjectDox Community Outreach: Development
20. Automate 1099 Yearly Print/Distribution Process
21. Automate Print/Issuing of Purchase Order (PO)
22. Automate W2 Yearly Print/Distribution process
23. AS400 Users to NaviLine Graphical Client Interface: Transfer
24. AnalyticsNow NaviLine Dashboards: Development
25. Flow Chart for the Development Review Procedures
26. Development Review Procedures for Applicants

► **Management in Progress 2021 – 2022**

27. Project Maps and Various Zoning Maps: Update
28. Planning and Zoning Department Website: Update
29. Development Application Manuals: Creation
30. Aquatic Vegetation Maintenance: Bid
31. Trucks, PW21TR
32. Upgrading Security Cameras/Mag Locks/Roof at FOC: Funding
33. RPB Commons Café Operations: Award Contract
34. Father – Daughter Night Out
35. 2<sup>nd</sup> Halloween Event
36. Mayor’s Benefit Golf Tournament
37. Car Portico at Cultural Center
38. Cultural Center Marketing
39. Webpage for Pavilion Rentals: Creation
40. RPB Commons Park Access (EN1902) – Easements for Future Access Points to Royal Palm Beach Commons Park
41. Kite Event
42. PAL Participation Increase
43. Schools Zone Flashing Beacons Requirements
  - a. Design/Plan
  - b. Construction
44. Bus Stops: Update Report
45. Community Education: “Lock Your Vehicle”
46. Sector Patrol Boundaries Analysis
47. Crime Reduction through Directed Patrol Plans
48. Neighborhood Watch/Crime Reduction Program: Expansion
49. Bella Sera Build Out: Next Phase
50. Tuttle Royale Phase 2: Review
51. Bike Path Trailhead and Signage Plan (EN2102) – Kiosk Construction
52. Flood – Community Rating System Cycle Visit
53. ALDI Park PID Remaining Parcels
54. Permitting of Community Residential Homes Administration
55. No Wake Zones: Signs
56. Fountain R&R: Project Development; Funding
57. Okeechobee Blvd. Entry Sign Landscape Improvements Funding

# Major Projects 2021 – 2022

## Village of Royal Palm Beach

### ► Major Projects 2021 – 2022

1. Bridge Slope Stabilization (PW 1709/PW1806)
  - a. Award
  - b. Construction
2. RPB Commons Lighting Phase 2 (PR1903)
  - a. Design
  - b. Award
  - c. Construction
3. RPB Commons Parking Lot Expansion (PR1602): Construction
4. Okeechobee Boulevard West Landscape Improvements (PW2006)
  - a. Award
  - b. Construction
5. Parks ADA Compliance Project: Robiner Park (PR1807)
  - a. Bid
  - b. Construction
6. Canal Dredging Project
  - a. Bid
  - b. Construction
7. Southern/Royal Palm Beach Gateway: Enhancements (EN2002); Construction
8. Water Treatment Plant (PW1802/PW1902): Design
9. Public Works Lobby – Security Project: Construction
10. Backflow Preventers Replacement (PW21BF)
11. Annual Street Sign Retro Reflectivity (PW21SS)
12. Annual Street Restriping (PW21SR)
13. SR 80 Street Lights Replacement Fixtures: 5 per Year Completion
14. Drainage System Improvements (PW 1903): Construction
15. Street Lights LED Village Wide: Completion (FPL 2023)
16. Camellia Ditch Restoration: Funding
17. A/C Replacement, PW21AC
18. Bob Marcello Park Picnic Pavilion (PR1917)
19. RPB Commons Large Pavilions [2]: Design



► **Major Projects 2021 – 2022** (*Continued*)

20. Robiner Park ADA Improvement/Kayak Launch/Dog Park Fence (PR1807)
  - a. Design
  - b. Award
  - c. Construction
21. Gazebo in Homeplace Park: Construction
22. Sports Center Landscape Lighting and Retaining Wall (PR2004): Construction
23. Commons Park: Additional Exercise Equipment
24. ALL Playgrounds: Install Perimeter Fencing (2)
25. Various Playgrounds: Install Shade Structures (2)
26. Sporting Center: Lighting Replacement (Main Floor); Design
27. FPL Pathway Dry Detention Ponds (EN1904)
  - a. Design
  - b. Construction
28. Earth Day Canal Bank Stabilization
29. Preservation Park Improvements: Completion
30. Additional Pickle Ball Courts
31. RPB Commons Perimeter Pathway Lighting (PR1903)
32. Camellia Park Drainage Improvements (PR1822)
  - a. Design
  - b. Construction
33. Crack Fill Program – Pilot Project
  - a. Award Contract for Design
  - b. Construction
34. Annual Vegetation Maintenance
35. Annual Sidewalk Trip Hazards Repair
36. LaMancha Avenue Extension: Grant
37. RPB Commons Natural Attention
38. Road Resurfacing Design (PW19RR)
  - a. Easton Court
  - b. Kent Court
  - c. Morgate Drive
  - d. Sparrow Drive
  - e. Wildcat Way
39. Road Re-Surfacing (PW21RR): Design
40. School Zone Flashing Beacons (PW2107)
  - a. Design
  - b. Construction
41. Guard Rail Replacement (PW2104)
42. Street Light Replacement – LaMancha (PW2110)



# Village of Royal Palm Beach: Strategic Plan

## VISION 2035

ROYAL PALM BEACH 2035 *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 2026

Financially Sound Government

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Responsive Village Services

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Beautiful, Convenient Community

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Abundance of Leisure Choices

## POLICY AGENDA 2021 – 2022

### Top Priority

Balanced Budget FY '22 without a Tax Increase

Recreation Center Replacement/Expansion:  
Needs Assessment and Design

State Road 7 Corridor Vision and Plan

Village Hall Replacement:  
Construction and Additional Funding

Mobility Vision and Plan

Alternative Vehicles Preparation:  
Trend Analysis, Best Practices,  
Business Plan and Direction

### High Priority

Major Community Festival:  
Goals, Report with Options, Direction and  
Village Actions

Additional Water Fountains/Bottle Filler/Hand  
Washing/Hand Sanitizing Stations:  
Priority and Funding

All Access Park Development

State of the Village: Concept and Presentation

COVID-19 Pandemic:  
After-Action Report and Plan for the Future

Katz Soccer Complex Improvements:  
Priority and Funding

Hospital Annexation/Hospital Ordinance

## MANAGEMENT AGENDA 2021 – 2022

### Top Priority

Federal American Rescue Dollars:  
Regulations and Village Guidelines

Changing the Qualifying Period to December

Re-Opening Villages Programs and Services

Shakespeare under the Palms in  
RPB Commons Park

### LPR Cameras Expansion

### High Priority

Additional Video Surveillance Cameras in  
RPB Commons Parks

Crestwood North Park Development

LaMancha Avenue Extension  
(Bilboa Street/Okeechobee Boulevard)

Sign Code: Update

Municipal Code: Revision

## MANAGEMENT IN PROGRESS 2021 – 2022

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Deployment  
Maintenance Contract: Award Bid [1]  
Liability and Waiver Forms/Signage:  
Form and Implementation  
Recreation Online Registration and Signature  
2022 Municipal Elections  
Cyber Security: Enhancements  
Municipal Lien Searches  
VECTOR Information  
Inspectors/Plan Reviewers Cross Training  
Laserfiche Connect  
State Legislative Agenda and Advocacy:  
Key Issues, Direction and Village Actions  
Cultural Center Indoor Art: Completion  
Records Retention/Management  
Superion:  
Map Open Building Permits; Code Enforcement  
Courtesy Notification; Building Permits  
Onboarding and Benefit  
Open Enrollment Bentek and Neo Gov  
Village Employee Wellness Program: Start Up  
Purchasing DocShuttle  
GO LIVE with Engineering ePermitting  
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Automate 1099 Yearly Print/Distribution Process  
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Flow Chart for the Development Review Procedures  
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Project Maps and Various Zoning Maps: Update

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(EN1902) – Easements for Future  
Access Points to Royal Palm Beach Commons Park  
Kite Event  
PAL Participation Increase  
Schools Zone Flashing Beacons Requirements:  
Design/Plan; Construction  
Bus Stops: Update Report  
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Sector Patrol Boundaries Analysis  
Crime Reduction through Directed Patrol Plans  
Neighborhood Watch/Crime Reduction Program: Expansion  
Bella Sera Build Out: Next Phase  
Tuttle Royale Phase 2: Review  
Bike Path Trailhead and Signage Plan  
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ALDI Park PID Remaining Parcels  
Permitting of Community Residential Homes Administration  
No Wake Zones: Signs  
Fountain R&R: Project Development: Funding  
Okeechobee Blvd. Entry Sign  
Landscape Improvements Funding

## MAJOR PROJECTS 2021 – 2022

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Award; Construction  
RPB Commons Lighting Phase 2 (PR1903):  
Design; Award; Construction  
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Construction  
Okeechobee Boulevard West Landscape Improvements  
(PW2006): Award; Construction  
Parks ADA Compliance Project:  
Robiner Park (PR1807) – Bid; Construction  
Canal Dredging Project: Bid; Construction  
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FPL Pathway Dry Detention Ponds (EN1904):  
Design; Construction  
Earth Day Canal Bank Stabilization  
Preservation Park Improvements: Completion  
Additional Pickle Ball Courts  
RPB Commons Perimeter Pathway Lighting (PR1903)  
Camellia Park Drainage Improvements (PR1822):  
Design; Construction  
Crack Fill Program – Pilot Project:  
Award; Contract for Design; Construction  
Annual Vegetation Maintenance  
Annual Sidewalk Trip Hazards Repair  
LaMancha Avenue Extension: Grant  
RPB Commons Natural Attention  
Road Resurfacing Design (PW19RR): Easton Court; Kent  
Court; Morgate Drive; Sparrow Drive; Wildcat; Way  
Road Re-Surfacing (PW21RR): Design  
School Zone Flashing Beacons (PW2107):  
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Guard Rail Replacement (PW2104)  
Street Light Replacement – LaMancha (PW2110)