

TOWN COMMISSION MEETING

TUESDAY, July 8th, 2025 9:00 A.M.



PUBLIC NOTICE/AGENDA TOWN COMMISSION MEETING

Tuesday July 8th, 2025 at 9:00 a.m.

Town Commission	Town Staff
John Deese, Mayor Simone Bonutti, Vice Mayor Elliot Bonner, Mayor Pro Tem Orla Imbesi, Commissioner David Knobel, Commissioner Dwight Kulwin, Commissioner Cindy McMackin, Commissioner	Eric Marmer, Town Manager Jeff Rasor, Chief of Police Erika Petersen, Town Clerk Keith W. Davis, Town Attorney Brent Watson, Utilities Director Jacek (Jack) Tomasik, Building Official

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PLEDGE OF ALLEGIANCE
- 4. LPA LOCAL PLANNING AGENCY
 - a. Consideration of Ordinance #396 AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXTEND THE DURATION OF AN APPROVAL FROM 12 TO 24 MONTHS AND TO APPLY STOP WORK ORDER AUTHORITY FOR WORK DONE PRIOR TO REQUIRED APPROVAL PURSUANT TO THE TO THE NEWLY ADOPTED ADMINISTRATIVE APPROVAL PROCESS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.
- 5. APPROVAL OF THE AGENDA: AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS
- 6. PUBLIC COMMENTS

(3 MINUTES PER SPEAKER)

- 7. PRESENTATIONS
 - a. Report by Town-engaged Coastal Engineer, Doug Mann from Aptim
 - b. Presentation by Florida Power & Light regarding upcoming projects
- 8. CONSENT AGENDA:
 - a. Minutes May 20th, 2025 Town Commission Meeting
 - b. Police Department Report and Fire/Rescue Response Time Report for May & June
 - c. RES 05-2025 Lake Worth Lagoon Management Plan

- d. RES 06-2025 Adopting PBC 2024 LMS Plan
- e. Amended Agreement with Town Manager Marmer

9. REGULAR AGENDA: *Quasi-Judicial Hearing

- a. OLD BUSINESS:
 - i. none

b. NEW BUSINESS:

- i. Presentation by Tim Nardi from the Eau Palm regarding upcoming renovations
- ii. Mock Roos Vulnerability Assessment Presentation & CSA for Completion of the Wastewater Collection/Transmission System Final Design
- iii. * SE-25-5 1960 S Ocean Boulevard, LLC seeks the Town Commission's approval for a special exception use to construct a beach house on the east side of South Ocean Boulevard (Florida Highway A1A) pursuant to Sections 151.093(B), Town Code. The subject property address is 1960 South Ocean Boulevard.
- iv. Preliminary Budget Review
- v. Discussion about Generators

10. MAYOR'S COMMENTS, TOWN COMMISSION COMMENTS, TOWN MANAGER'S REPORT

11. PUBLIC HEARING:

a. PH 1 - Ordinance #396 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXTEND THE DURATION OF AN APPROVAL FROM 12 TO 24 MONTHS AND TO APPLY STOP WORK ORDER AUTHORITY FOR WORK DONE PRIOR TO REQUIRED APPROVAL PURSUANT TO THE TO THE NEWLY ADOPTED ADMINISTRATIVE APPROVAL PROCESS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. (Second Reading)

12. ADJOURNMENT

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Town Commission, Special Magistrate or any other Boards or Commissions of the Town with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings, and for such purpose may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The meeting/hearing will be continued from day to day, time to time, place to place, as may be found necessary during the aforesaid meeting. IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), THIS DOCUMENT CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT (LARGE PRINT) UPON REQUEST AND SPECIAL ACCOMMODATIONS CAN BE PROVIDED UPON REQUEST WITH THREE (3) DAYS ADVANCE NOTICE. Please contact the Town Clerk at (561) 585-9477 - 600 South Ocean Blvd., Manalapan, FL 33462 - townhall@manalapan.org



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025		
Agenda Item No.:	LPA -a. Local Planning Agency		
Agenda Item Name:	Ordinance #396 (Second Reading)		
ACTION REQUESTED:	Discussion Action		

BACKGROUND:

Currently, approvals from the Architectural Commission expire after 12 months if a building permit has not been obtained. Due to ongoing delays in construction materials and labor, some applicants have been unable to meet this deadline through no fault of their own. As a result, the Architectural Commission has recommended extending the approval period from 12 to 24 months. Additionally, this ordinance cleans up language that applies to stop work order authority on projects that begin without the necessary administrative approvals, in the same way it is applied to projects lacking required Architectural Commission approval. This item was approved on First Reading at the May 20th, 2025 TCOM meeting.

ATTACHMENT:

• Ordinance #396

ORDINANCE NO. 396

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXTEND THE DURATION OF AN APPROVAL FROM 12 TO 24 MONTHS AND TO APPLY STOP WORK ORDER AUTHORITY FOR WORK DONE PRIOR TO REQUIRED APPROVAL PURSUANT TO THE TO THE NEWLY ADOPTED ADMINISTRATIVE APPROVAL PROCESS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Town Architectural Commission is charged with review of most development applications to assure compliance with the Town's architectural criteria which are codified in the Town's Code of Ordinances at Sec. 152.24; and

WHEREAS, current architectural commission approvals expire and become void if a building permit has not been obtained within 12 months of the approval; and

WHEREAS, as a result of current development and construction material supply and labor issues, the Town has been required to re-process multiple prior Architectural Commission approvals which were not able to meet the 12 month deadline through no fault of the applicant; and

WHEREAS, the Architectural Commission has recommended to the Town Commission that the 12 month approval period be extended to 24 months; and

WHEREAS, the Town Commission desires to accept the recommendation of the Architectural Commission and extend the 12 month deadline to a 24 month deadline; and

WHEREAS, in addition the Town Commission desires to apply stop work order authority for work done prior to required approval pursuant to the to the newly adopted administrative approval process in the same manner that it applies to work that is done prior to actual architectural commission approval when such approval is required; and

WHEREAS, the Town Commission has determined that these proposed revisions to its building code are in the best interests of the citizens of the Town of Manalapan.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, THAT:

<u>Section 1.</u> The foregoing recitals are hereby adopted as the legislative findings of the Town Commission and are hereby made a part of this ordinance as if they were fully stated in this section.

<u>Section 2.</u> The Code of Ordinances of the Town of Manalapan, Florida, is hereby amended at Chapter 152. Building Regulations. Section 152.21. Approval and Duration of Approval, Architectural Review Prerequisite to Permits, Stop Work Orders. to extend the duration of an approval from 12 to 24 months, and to apply stop work order authority for work done prior to required approval pursuant to the to the newly adopted administrative approval process; providing that Sec. 152.21 shall hereafter read as follows:

Sec. 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS.

(A) General. Unless requests for building and landscaping plans, elevations and proposed signs for buildings or structures, or alterations thereof, including reroofing which involves a significant change in materials or appearance, have been approved by the Town Commission or the Architectural Commission as applicable, or by the Town Commission on appeal as specified below, no permit shall be issued for any such building, structure, sign, or other development of property, or appurtenances or alterations thereof. Additionally, the Town Commission or the Architectural Commission as applicable, shall have jurisdiction over any and all permits and plans referred to the respective Commission's review under Chapter 157 of this Code. All such permits or plans reviewed pursuant to Chapter 157 which do not include an entire landscape plan as required for new construction or re-development shall only be required to meet the application requirements of that chapter and are specifically exempt from the application requirements of subsection 152.23(A). The Town

Commission or the Architectural Commission as applicable, shall pay particular attention to the design features and landscape plans for all structures. The Town Commission or the Architectural Commission as applicable, shall review such applications for sufficient sight screening and shall consider the overall visual impact a proposed design may have on surrounding neighbors. In accordance with Section 151.666, the Town Commission or the Architectural Commission as applicable, shall also have site plan review and approval authority for all statues and/or sculptures that are proposed to be installed within the Town. Such site plan review shall be governed by the applicable portions of Sections 151.561, 151.666, 151.667, 151.668 and 151.669. Furthermore, the Town Commission or the Architectural Commission as applicable, shall review all applications for the installation of emergency use generators to ensure that all plans for such installations minimize the visual and acoustic impact on the adjacent properties. Additionally, when reviewing such applications special attention shall be paid to the placement of the generators, the use of sound attenuating materials and the reasonable containment of sounds which will be created by the operation of any emergency use generator.

(B) Exceptions.

- (1) Building or structure signs within the Plaza Del Mar, meeting the criteria previously reviewed and approved by the Architectural Commission and kept on file with the Town Clerk, shall not be required to undergo any additional Commission review. Additionally, if, in the opinion of the Building Official, the approval of an application for a minor or insignificant permit does not defeat the purposes or objects of this subchapter, the Building Official may grant the permit without submitting the matter to the Town Commission or the Architectural Commission as applicable for approval, notwithstanding any other provisions of this section or this subchapter. The decision of the Building Official shall be subject to appeal made to the Town Commission in accordance with the provisions of Section 152.25 of this chapter.
- (2) Docks are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for docks shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.

- (3) Pedestrian passageways are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for pedestrian passageways shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.
- (4) Demolition work is exempt from Architectural review by the Architectural Commission or Town Commission. Applications for demolition work shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.
- (5) For single family residences, any construction or improvements for paint color, roof materials, fencing, driveway materials, and hedge materials that conform to the "Town of Manalapan Architectural Design Guidelines for the Architectural Commission" which was approved and adopted by the Town Commission at its February 11, 2025 Regular Town Commission meeting are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for such construction or improvements shall be reviewed administratively by the Building Official and the Town Manager for conformance with the "Town of Manalapan Architectural Design Guidelines for the Architectural Commission." Any construction or improvement that does not conform to the "Town of Manalapan Architectural Design Guidelines for the Architectural Commission" shall be subject to Architectural Commission or Town Commission review, as applicable.
- (C) *Duration.* The applicant's architectural approval shall expire in twenty four (24) months unless a building permit has been obtained. If the building permit expires or is voided, the architectural approval also expires or becomes void.
- (D) Stop-work order. In the event work being performed precedes Architectural Commission approval being obtained or is not in accordance with the Architectural Commission approved plan, or precedes administrative approval as applicable pursuant to subsection (B)(5) above, the Building Official or his designated representative shall issue a stop-work order and all work shall cease. No person, firm or corporation shall undertake any work on such project as long as such stop-work order shall continue. Additional penalties for commencing work prior to applicable

commission approval may be set by resolution of the Town Commission and amended from time to time as deemed necessary.

(E) Jurisdiction of Town Commission; jurisdiction of Architectural Commission. The Town Commission shall hear all applications for architectural review and approval for properties located in Zoning Districts R-C2, C-3, and all Town-owned property, including but not limited to Town Hall, Library, and Guard House. The Architectural Commission shall hear all other applications for architectural review and approval.

<u>Section 3.</u> Each and every other section and subsection of Chapter 152. Building Regulations. shall remain in full force and effect as previously adopted.

<u>Section 4.</u> All ordinances or parts of ordinances in conflict with this ordinance are repealed.

<u>Section 5.</u> If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

Section 6. Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Manalapan.

Section 7. This ordinance will take effect immediately upon adoption.

FIRST READING this 20th day of May, 2025. SECOND AND FINAL READING this 8th day of July, 2025.

	TOWN OF MANALAPAN	
	Mayor John Deese	
ATTEST:	(SEAL)	
Erika Petersen, Town Clerk		



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025
Agenda Item No.:	SP.1
Agenda Item Name:	Report by Town-engaged Coastal Engineer, Doug Mann from Aptim
ACTION REQUESTED:	Discussion Approval
BACKGROUND:	
Doug Mann, Lead Coastal Engineer phase 1 of his 2 phase project on all	from APTIM will provide the Commission a report on beach related issues.
ATTACHMENT:	

n/a



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025
Agenda Item No.:	SP.2
Agenda Item Name:	Presentation by Florida Power & Light regarding upcoming projects
ACTION REQUESTED:	Discussion Approval
BACKGROUND:	
A representative from Florida Pow upcoming projects including underg	ver & Light (FPL) will present to the Commission rounding electrical power lines.
ATTACHMENT:	

n/a



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025
Agenda Item No.:	CA - a
Agenda Item Name:	May 20 th , 2025 Town Commission Meeting Minute
ACTION REQUESTED:	Discussion Approval

ATTACHMENT:

• May 20th, 2025 Town Commission Meeting Minutes



Town Commission Meeting Tuesday, May 20th, 2025, at 9:30 a.m.

IN ATTENDANCE

TOWN COMMISSION		TOWN STAFF	
John Deese, Mayor Simone Bonutti, Vice Mayor Elliot Bonner, Mayor Pro Tem Orla Imbesi, Commissioner David Knobel, Commissioner Dwight Kulwin, Commissioner Cindy McMackin, Commissioner	$\sqrt[4]{\sqrt{\frac{1}{\sqrt{1}}}}}}}}}}$	Eric Marmer, Town Manager Jeffrey Rasor, Chief of Police Erika Petersen, Town Clerk Keith Davis, Town Attorney Brent Watson, Utilities Director Jack Tomasik, Building Official Dylan Brandenburg, Asst. Town Attorney	\ \ \ \ \ \ \

PUBLIC: Dave & Lisa Turnof, Katie M Busch (HRCC), Brian Bullock (TBBG Architects), Mark Bymaster (Nowlen, Holt & Miner), Louisa Michelin (Sabal Contractors), Eddy Vasquez (EAV Architects), John Cairnes & Thomas Biggs (Mock Roos), Jeanne & Mark Cohen (25 Audubon), Tim Nardi (Eau), Robert Or (Raftelis), Paul Goulas (Landscape Architect), Louis Capano, Jr, (800 SOB), Taylor Jantz (Estate Manager 750 SOB), and Jon Pacenti (Coastal Star)

CALL TO ORDER & PLEDGE OF ALLEGIANCE

The Town Commission meeting was called to order at 9:30 a.m.

AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS

There were none.

PUBLIC COMMENTS

There were none.

PRESENTATIONS

Life-saving award presented to Officer Turnof – Chief Rasor presented Officer Daniel Turnof with a lifesaving award for rescuing resident Mr. McMillan and his dog from the Intercoastal Waterway on March 11th, 2025.

Salary Study Presentation by HRCC, HR Compensation Consultants, LLC – Katie Busch gave the presentation from HRCC. Commissioner Knobel commented that the Town Manager has a contract that would require amending. He also expressed his belief that the Police Chief's salary should be increased.

Presentation of 2022-2023 Audit Results by Mauldin & Jenkins – Daniel Anderson of Mauldin & Jenkins presented the 2022-2023 Audit Results.

Commissioner Knobel made a motion to **accept** the 2022-2023 Audit Results. Vice Mayor Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, and Commissioner Knobel

CONSENT AGENDA

- 7a. Minutes April 8th, 2025 Town Commission Meeting
- 7b. Police Department Report and Fire/Rescue Response Time Report for April
- 7c. Amendment to ILA with Palm Beach County Fire Rescue
- 7d. Police Officer On-call Monthly Call Back Pay MOU

Vice Mayor Bonutti, made a motion to **approve** the Consent Agenda, Commissioner Imbesi seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

Local Planning Agency Meeting started at 10:30 a.m.

PUBLIC COMMENTS: Dr. Bonutti (1680 SOB & Liaison to the Beach Committee) made comments about beach damage, directed commissioners to the handouts he provided to the Town Clerk, and resigned from the Beach Committee.

<u>LPA – LOCAL PLANNING AGENCY</u>

Consideration of Ordinance #394 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXEMPT FROM ARCHITECTURAL REVIEW THOSE SINGLE FAMILY RESIDENCE CONSTRUCTION OR IMPROVEMENT PLANS THAT CONFORM TO THE "TOWN OF MANALAPAN ARCHITECTURAL DESIGN GUIDELINES FOR THE ARCHITECTURAL COMMISSION" WHICH WAS APPROVED AND ADOPTED BY THE TOWN COMMISSION AT ITS FEBRUARY 11, 2025 REGULAR TOWN COMMISSION MEETING; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

The Ordinance was read by Town Attorney Davis.

Mayor Pro Tem Bonner asked questions about the design guidelines. Keith Davis explained that this resolution was a living document, and changes could be made freely in the form of a resolution.

Commissioner Knobel made a motion to **recommend approval of Ordinance** #394 to the Town Commission on second reading. Commissioner Imbesi seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

Consideration of Ordinance #395 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTERS 91. STREETS AND SIDEWALKS, 94. NUISANCES, 151. ZONING, AND 152. BUILDING REGULATIONS, BY ADOPTING NEW REGULATIONS FOR CONSTRUCTION OF UNDERGROUND PEDESTRIAN PASSAGEWAYS UNDER SOUTH OCEAN BOULEVARD (STATE HIGHWAY A-1-A); PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTERS 91. STREETS AND SIDEWALKS, 94. NUISANCES, 151. ZONING, AND 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

The Ordinance was read by Town Attorney Davis.

Town Attorney Davis explained changes after first reading included costs associated with traffic control and language giving the Town Manager discretion on a case-by-case basis as it relates to construction timeframes.

Vice Mayor Bonutti made a motion to **recommend approval of Ordinance** #395 to the Town Commission on second reading. Mayor Pro Tem Bonner seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

Consideration of Ordinance #396 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXTEND THE DURATION OF AN APPROVAL FROM 12 TO 24 MONTHS AND TO APPLY STOP WORK ORDER AUTHORITY FOR WORK DONE PRIOR TO REQUIRED APPROVAL PURSUANT TO THE TO THE NEWLY ADOPTED ADMINISTRATIVE APPROVAL PROCESS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

The Ordinance was read by Town Attorney Davis.

Town Attorney Davis and Building Official Tomasik discussed the intention behind the ARCOM timeframes stemming from FDOT and DEP delays in permitting.

Vice Mayor Bonutti made a motion to **recommend approval of Ordinance** #396 to the Town Commission. Mayor Pro Tem Bonner seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

LPA adjourned at 10:46 am.

AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS

There were none.

PUBLIC COMMENTS

There were none.

PRESENTATIONS

The Water Rate Study was presented by Tom Biggs from Mock Roos and Robert Or from Raftleis. Funds have been transferred from the General Fund in the past to cover the ongoing Water Plant deficit. The goal of this review was to come into compliance with general covenants, meet bond issue criteria, improve the financial position, and eliminate future fiscal transfers from the General Fund to the Utility Fund for the fiscal years 2025-2029. Mr. Biggs and Mr. Or explained meter sizes and the impact on water usage as well as the history and rates have remained the same for the past 11 years. In 2021, the loss of the Hypoloxo service area took 83% of the water accounts and 57% of the revenue. The lines that were sold in the acquisition had a value of approximately one million dollars, which helped stabilize the utility for a short period of time. In the next five years, they identified the need for a \$6.4 million dollar Capital Improvement Plan.

There was discussion on how the Manalapan Water Utility compares to other municipalities like Highland Beach and discussion about tiered structure, meter sizes, backflows, designated irrigation and Reverse Osmosis. Mr. Or pointed out that it is now a requirement to have the graduated rate structure. The Septic-to-Sewer Program was discussed, and Mr. Biggs noted two grants that were being looked into for that project.

Public Comments:

Jeannie Cohen (25 Audubon) spoke during public comments.

Chris Peterson (65 Curlew) spoke during public comments.

REGULAR AGENDA

Old Business:

There was none.

New Business: *Quasi-Judicial Hearing

i. RES 04-2025 Updated Utility Rates

Town Manager Marmer introduced the agenda item and explained that the proposed rate changes aimed to align revenue generation with current and projected demands on the system while ensuring that the Town remains in compliance with its financial obligations and continues to provide reliable water service to its customers.

Commissioner Knobel commented that the Town should start preparing residents for the rate change while also providing suggestions on things to do that would reduce consumption. Town Manager Marmer commented that staff was already in the process of preparing that information. Vice Mayor Bonutti echoed Commissioner Knobel's comments and also suggested an email be sent out to residents as many are away for the summer months.

Commissioner Knobel made a motion **to approve RES 04-2025.** Vice Mayor Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

- ii. *SE 25-2 262 S. Ocean Blvd. This item was tabled due to a lack of representation.
- **iii.** *SE 25-3 3050 S. Ocean Blvd. 3050 S. Ocean Blvd, LLC sought the Town Commission's approval for a special exception use to construct a beach house on the east side of South Ocean Boulevard (Florida Highway A1A) pursuant to Sections 151.053(B), Town Code. The Architect, Eddie Vasquez, presented the special exception application.

Mr. Vasquez explained the project was proposed to be constructed in two phases. Phase one would be the entrance and exit infrastructure that would take place entirely on the applicant's property. The second and final phase would be the actual tunnel construction under A1A. The pedestrian tunnel was previously approved on 7/25/2025 but had since expired.

Mayor Pro Tem Bonner made a motion to approve SE 25-3. Commissioner Imbesi seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

iv. *SE 25-4 – 1860 S. Ocean Blvd. – 1860 South Ocean Boulevard Trust sought the Town Commission's approval for a special exception use to construct a pedestrian passageway under South Ocean Boulevard (Florida Highway A1A) pursuant to Sections 151.093(F) and 151.581, Town Code. The Architect, Brian Bullock, presented the application for special exception use. The pedestrian tunnel was previously approved on 12/18/2023, Mr. Bullock explained that due to extended delays by FDOT the special exception had expired.

Richard Scheslinger (1790 SOB) spoke during public comments.

Commissioner Knobel made a motion to approve SE 25-4. Vice Mayor Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

v. *SPR 25-1 – 100 S. Ocean Blvd. – Timothy Nardi, agent for MPB Property, LLC, requested Site Plan Modification approval to modify the existing approved site plan by installing an exterior valet door in accordance with Sec. 151.666 (A) of the Town Zoning Code. Timothy Nardi and Todd Marcum (Kohlmayer Construction) presented the application.

Mayor Deese disclosed that he had spoken to the applicant about the proposed modification.

Vice Mayor Bonutti made a motion **to approve SPR 25-1.** Mayor Pro Tem Bonner seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

vi. *VAR 25-3 – 1110 S. Ocean Blvd. – Oskouei Armin V MD requested variance approval in order to install artificial turf in the rear yard of the property, where Town Zoning Code Sec. 157.81(c)(6) prohibits the use of artificial turf or ground cover. The Landscape Architect, Paul Goulas, presented the variance application.

Louis Capano (700 SOB) spoke during public comments.

Commissioner Knobel made a motion to approve VAR 25-3. Vice Mayor Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

vii. *VAR 25-4 – 750 S. Ocean Blvd. –Anthony & Bonnie Robbins requested variance approval for the front entry gates that are opaque in nature, where Town Zoning Code Sec. 151.146(F)(5) requires such front entry gates to allow the transmission of light and air through no less than fifty (50) percent of the surface area distributed evenly.

Taylor Jantz (Estate Manager for 750 South Ocean) along with Mark Tim (Property Protective Detail) presented all three variances together. There were questions from the Commissioners about whether the gate was already installed. In regard to the wall, Ms. Jantz explained they have been unable to keep a natural plant wall alive at that height. Mark Tim explained the need for additional security.

Building Official Tomasik explained the application was an "after-the-fact" request for approval as they have a current code violation case.

Louis Capano (700 SOB) made public comments.

Mark Cohen (25 Audubon) made public comments.

Mayor Pro Tem Bonner made a motion **to approve VAR 25-4.** Commissioner Knobel seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

viii. *VAR 25-5 – 750 S. Ocean Blvd. – Anthony & Bonnie Robbins requested variance approval for a 4 foot tall opaque metal fence installed atop their 6 foot tall side privacy wall on the northeast side of their property line, where Town Zoning Code Sec. 151.146(B) and (G) limit the total height of the wall and fence to six (6) feet.

Commissioner Knobel made a motion **to deny VAR 25-5.** Vice Mayor Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

ix. *VAR 25-6 – 750 S. Ocean Blvd. – Anthony & Bonnie Robbins requested variance approval in order to have a side hedge 8 feet tall within 25 feet of the seawall, where Town Zoning Code Sec. 151.146(B) limits hedge height to six (6) feet within 25 feet of the seawall.

Commissioner Knobel made a motion **to approve VAR 25-6** at the 8 feet height requested. Mayor Pro Tem Bonner seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

10. Mayor's Comments, Town Commission Comments, Town Manager Comments

There was discussion to disband the Beach Committee. Commissioner Knobel made a motion to disband the Beach Committee. Mayor Pro Tem Bonner seconded the motion. The vote prevailed with the following:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

Mayor Deese discussed issues at the La Coquille Club. He suggested that a workshop be held to let the residents know how the club operates and to go over the By-Laws.

Commissioner Imbesi discussed trucks running over landscaping around the Lands End Road traffic circle due to cars parked on the swales within the circle radius. Chief Rasor offered to have police officers educate the surrounding homeowners to keep the issue from continuing.

PUBLIC HEARING:

PH 1 - Ordinance #394 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL. ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS. STOP WORK ORDERS. TO EXEMPT FROM ARCHITECTURAL REVIEW THOSE SINGLE FAMILY RESIDENCE CONSTRUCTION OR IMPROVEMENT PLANS THAT CONFORM TO THE ARCHITECTURAL DESIGN **GUIDELINES** "TOWN OF MANALAPAN FOR THE ARCHITECTURAL COMMISSION" WHICH WAS APPROVED AND ADOPTED BY THE TOWN COMMISSION AT ITS FEBRUARY 11, 2025 REGULAR TOWN COMMISSION MEETING; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. (Second Reading)

Commissioner Knobel made a motion to **approve Ordinance** #394. Mayor Pro Tem Bonner seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

PH 2 - Ordinance #395 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTERS 91. STREETS AND SIDEWALKS, 94. NUISANCES, 151. ZONING, AND 152. BUILDING REGULATIONS, BY ADOPTING NEW REGULATIONS FOR CONSTRUCTION OF UNDERGROUND PEDESTRIAN PASSAGEWAYS UNDER SOUTH OCEAN BOULEVARD (STATE HIGHWAY A-1-A); PROVIDING THAT EACH AND EVERY OTHER SECTION AND

SUBSECTION OF CHAPTERS 91. STREETS AND SIDEWALKS, 94. NUISANCES, 151. ZONING, AND 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. (Second Reading)

Mayor Pro Tem Bonner made a motion to **approve Ordinance #395.** Vice Mayor Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

PH 3 - Ordinance #396 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXTEND THE DURATION OF AN APPROVAL FROM 12 TO 24 MONTHS AND TO APPLY STOP WORK ORDER AUTHORITY FOR WORK DONE PRIOR TO REQUIRED APPROVAL PURSUANT TO THE TO THE NEWLY ADOPTED ADMINISTRATIVE APPROVAL PROCESS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. (First Reading)

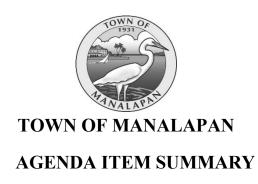
Commissioner Imbesi made a motion to **approve Ordinance** #396. Vice Mayor Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, and Commissioner Imbesi and Commissioner Knobel

These minutes were presented to the Town Commission

The Town Commission meeting adjourned at 12:45 p.m.

	on Tuesday July 8 th , 2025 for approval
John Deese, Mayor	Date Signed
Erika Petersen, Town Clerk	Date Signed



Meeting Date: July 8th, 2025

Agenda Item No.: CA - b

Agenda Item Name: Police Department Chief's Report for May & June

ACTION REQUESTED: Discussion Action

ATTACHMENT:

- Chief Rasor's Executive Report
- The Police Department Report for May & June including Monthly Stats
- Palm Beach County Fire/Rescue response times for May & June





Manalapan Police Department

TO: Mayor and Town Commissioners

Eric Marmer, Town Manager

FROM: Chief Jeff Rasor

SUBJECT: Monthly Report for June 2025

DATE: July 1, 2025

Police Department Staffing:

- Dispatcher Positions: All applicants for the dispatcher position are currently in the process.
- Police Officer Position: The applicant for the open police officer position is currently in the background investigation phase of the hiring process.
- Staffing Update: We are on track to be fully staffed with both police officers and dispatchers by August 1, 2025.

Zone Coverage:

- Zone coverage remains unchanged from June 2025, with three officers on duty per shift.
- Newly hired personnel are currently training and are expected to be released to full duty in July/August 2025.
- As full-time officers complete training, the department anticipates a reduction in the need for overtime and part-time staffing.

Fleet:

- Police Vehicles Maintenance: The fleet is up to date with all required maintenance services.
- Police Vehicles Markings: We are currently in the process of redesigning the police vehicle markings to reflect a more modern and updated look. *Please see the attached rendering for a preview of the proposed fleet design.*

Training:

• Continued Field Training for the new officers and sergeants for the month.

Miscellaneous – Department Projects and Promotions:

- Several projects are underway within the department, including:
- An updated Hurricane Manual
- A new Field Training Program Manual for new hires
- A Sergeant's Manual for newly promoted sergeants





Manalapan Police Department

o Promotions:

- Officer Hadley was promoted to Sergeant on June 12, 2025.
- Officer Turnof has completed the promotional process and is scheduled for promotion in August 2025, aligning with the release of new officers from training.

Total Police Calls for Service for the Month of June

Types of Calls / Patrols	Total
ATV - Beach Patrols	25
Marine Patrols	2
Dark House Checks	784
Construction Site Checks	69
Extra patrols in the plaza	42
Arrest	8
Baker Acts – Mental Distress	3
Traffic Stops	85
Uniform Traffic Citations Written	51
Traffic Violation Verbal Warnings	48
Parking Citations Written	20
Traffic Crashes	2
Distressed Swimmer	0
Total Calls Dispatched	603
911 Calls	57
Non-Emergency Calls	546
Most Frequent Call Dispatched (Service Call - Assisting the Resident with Non-Crime related issue – Example – door left open, medical)	29
Total Crime Calls for the Month	13
Most Frequent Crime Reported (Trespassing)	9



GRAPHIC DESIGNS INTERNATIONAL LLC

7941 SW JACK JAMES DR. STUART, FL 34997 772.287.0000

CUSTOMER NAME:

MANALAPAN PD, FL

VEHICLE TYPE:

2025 CHEVY TAHOE

SALESPERSON:

COURTNEYHARTY

DATE

06/30/2025

CUSTOMER APPROVAL SIGNATURE:

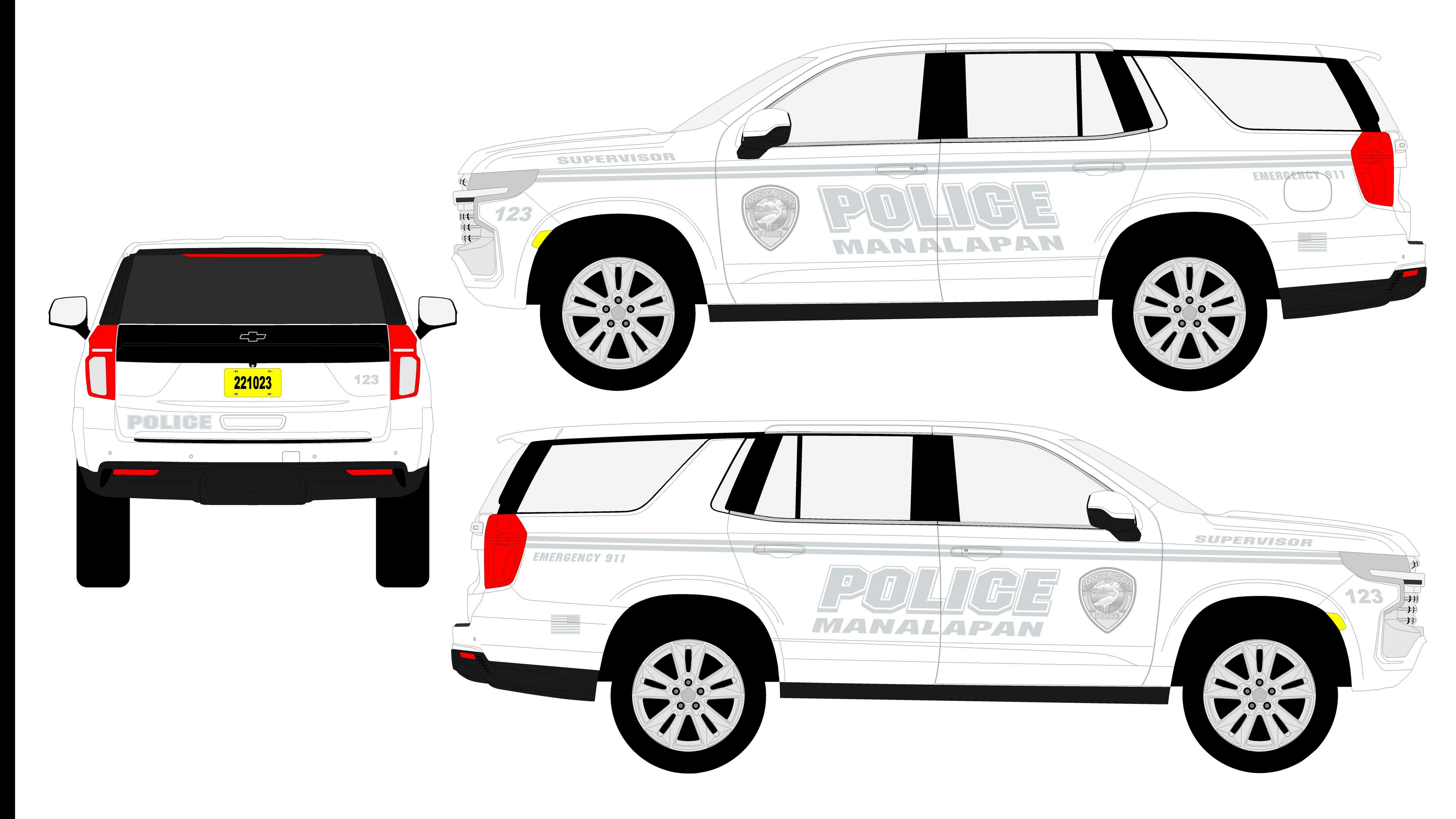
** PLEASE PROOF CAREFULLY **

IT IS THE CUSTOMER'S RESPONSIBILITY TO VERIFY ALL SPELLING, GRAMMAR, LAYOUT AND DESIGN OF ANY ARTWORK. YOUR EMAIL RESPONSE AND APPROVAL WILL BE REGARDED AS WRITTEN APPROVAL ON ALL JOBS.

*NOTE: IF ANY ERRORS ARE OVERLOOKED AND APPROVED, ALL ORIGINAL AND REPRINT COSTS MUST BE PAID FOR BY THE CUSTOMER.

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DRAWING #2	
DRAWING #3	
DRAWING #4	\$25
DRAWING #5	\$25
DRAWING #6	\$25





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GRAPHIC DESIGNS INTERNATIONAL LLC

7941 SW JACK JAMES DR. STUART, FL 34997 772.287.0000

CUSTOMER NAME:

MANALAPAN PD, FL

VEHICLE TYPE:

2025 FPI UTILITY

SALESPERSON:

COURTNEY HARTY

DATE

06/03/2025

CUSTOMER APPROVAL SIGNATURE:

** PLEASE PROOF CAREFULLY **

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Palm Beach County Fire Rescue

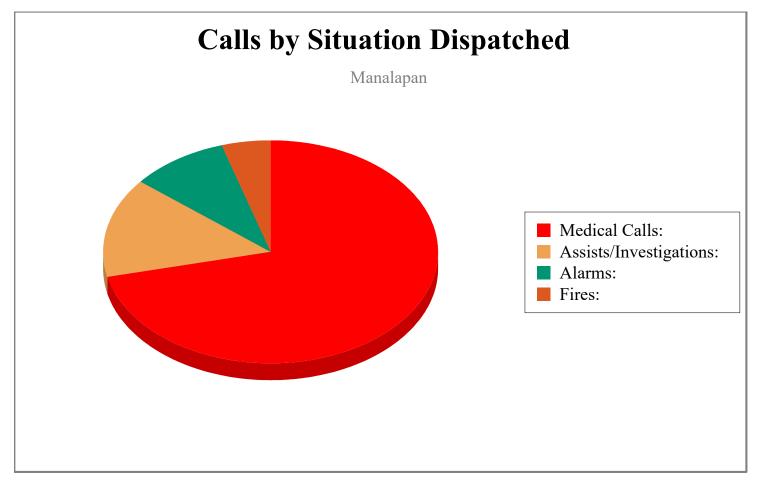
Manalapan

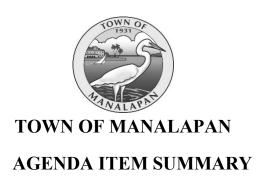
05/01/2025 to 05/31/2025

Average Response Times Disp Hand Turnout Travel Resp Time

Emergency Calls: 0:00:39 0:01:04 0:03:23 0:05:06

Type - Situation Dispatched	# of Incidents	<u>%</u>
Medical Calls:	15	71.43%
Assists/Investigations:	3	14.29%
Alarms:	2	9.52%
Fires:	1	4.76%
Total	<u>21</u>	<u>100.00%</u>





Meeting Date: July 8th, 2025

Agenda Item No.: CA - c

Agenda Item Name: RES 05-2025 Lake Worth Lagoon Management Plan

ACTION REQUESTED: Discussion Action

BACKGROUND:

This resolution expresses the Town of Manalapan's support for the 2021 Lake Worth Lagoon Management Plan (LWLMP), which updates previous plans from 1998, 2008, and 2013. The resolution highlights the role of the Lake Worth Lagoon Initiative (LWLI) in fostering interagency collaboration, public awareness, and funding support for environmental projects. By endorsing the 2021 LWLMP, the Town supports continued restoration efforts, enhanced stakeholder involvement, and data-driven management of the Lagoon's natural resources. Adopting this resolution is a pre-requisite to certain grant funding opportunities.

ATTACHMENT:

• RES 05-2025

RESOLUTION 05-2025

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, EXPRESSING SUPPORT FOR THE 2021 LAKE WORTH LAGOON MANAGEMENT PLAN; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, Lake Worth Lagoon restoration efforts have been underway since 1998 and the State of Florida has designated the Lake Worth Lagoon a priority water body in Sec. 373.453, *Florida Statutes*; and

WHEREAS, in 2008, the Lake Worth Lagoon initiative (LWLI) was established to provide interagency coordination with the purpose of seeking awareness, support, and legislative funding assistance for projects that will improve and protect the natural resources within the Lake Worth Lagoon watershed; and

WHEREAS, the LWLI provides partnerships between government agencies and stakeholders that incorporate and combine funding acquisition support, that provide outreach and technical expertise, and that increase stakeholder and public awareness; and

WHEREAS, the 2021 Lake Worth Lagoon Management Plan (LWLMP) Update is a revision to the 1998, 2008, and 2013 LWLMPs which outlines actions and projects to restore the ecological health of the Lake Worth Lagoon; and

WHEREAS, the Town of Manalapan desires to support the 2021 LWLMP, which includes the following elements: Continued construction of priority environmental enhancement and restoration projects, increased stakeholder participation, increased partnering efforts for funding support and acquisition, complete action plans, increased public awareness and outreach efforts, and prioritizing data collection efforts to assess project successes and guide future management decisions.

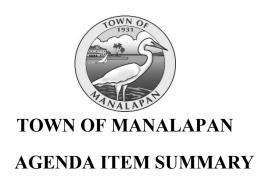
NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AS FOLLOWS:

<u>Section 1:</u> The above recitals are hereby approved as findings of fact and are hereby incorporated into this Resolution as if fully set forth herein.

<u>Section 2:</u> The Town of Manalapan hereby expresses its support of the 2021 Lake Worth Lagoon Management Plan.

Section 3: This resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED this day of _	, 2025.	
	TOWN OF MANALAPAN	
	JOHN DEESE, MAYOR	
ATTEST:		(Seal)
ERIKA PETERSEN, CMC, TOWN CLERK		



Meeting Date: July 8th, 2025

Agenda Item No.: CA - d

Agenda Item Name: RES 06-2025 Adopting PBC 2024 LMS Plan

ACTION REQUESTED: Discussion Action

BACKGROUND:

This resolution expressed the Town of Manalapan's formal approval of Palm Beach County's updated **2024 Local Mitigation Strategy (LMS)** — a county-wide plan aimed at reducing the impact of disasters like hurricanes, flooding, disease outbreaks, and other emergencies.

By adopting this plan, the Town is meeting federal requirements needed to receive disaster relief funding in the future.

ATTACHMENT:

• RES 06-2025

RESOLUTION NO. 06-2025

A RESOLUTION OF THE TOWN COMISSION OF THE TOWN OF MANALAPAN, FLORIDA, APPROVING AND ADOPTING THE 2024 REVISED PALM BEACH COUNTY LOCAL MITIGATION STRATEGY PLAN; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, Palm Beach County is susceptible to a variety of natural, technological, and human-caused disasters, including but not limited to, severe weather, hazardous materials incidents, nuclear power plant emergencies, communicable diseases, and domestic security incidents as well as climate change impacts and sea level rise that causes increased inundation, shoreline erosion, flooding from severe weather events, accelerated saltwater contamination of ground water and surface water supplies, and expedited loss of critical habitats; and

WHEREAS, the Disaster Mitigation Act of 2000 was enacted to establish a national disaster hazard mitigation program to reduce the loss of life and property, human suffering, economic disruption, and disaster assistance costs resulting from disasters, and to assist state, local, and tribal governments in implementing effective hazard mitigation measures to ensure the continuation of critical services and facilities after a natural disaster; and

WHEREAS, the Disaster Mitigation Act of 2000 includes as a condition for qualifying for and receiving future Federal mitigation assistance funding as well as reimbursement for Presidentially Declared Disasters, local governments to have Federal Emergency Management Agency approved hazard mitigation plans in place that identify the hazards that could impact their jurisdictions, identify actions and activities to mitigate the effects of those hazards, and establish a coordinated process to implement plans; and

WHEREAS, Palm Beach County's Local Mitigation Strategy (LMS) Steering Committee, in coordination with governmental and non-governmental stakeholders having an interest in reducing the impact of disasters, and with input from the private sector and other members of the public, developed and revised the Palm Beach County Local Mitigation Strategy; and

WHEREAS, the 2024 revised Local Mitigation Strategy has been approved by the Florida Division of Emergency Management and the Federal Emergency Management Agency subject to adoption by the County Board of County Commissioners; and

WHEREAS, the LMS Steering Committee recommends the formal adoption of the 2024 Revised Local Mitigation Strategy, including planned future enhancements described therein, by the County and all 38 participating municipalities.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, THAT:

ratified confirmed Section 1. The foregoing recitals are hereby and and correct specific Resolution being true and are made part of this upon its adoption.

Section 2. The Town Commission of the Town of Manalapan hereby approves and adopts the 2024 Revised Local Mitigation Strategy Plan, attached hereto as Exhibit A, as submitted to the Palm Beach County Board of County Commissioners, the Florida Division of Emergency Management, and the Federal Emergency Management Agency.

<u>Section 3.</u> The Town Commission of the Town of Manalapan authorizes the appropriate Town Officials to pursue available funding opportunities for implementation of proposed mitigation initiatives described in the Local Mitigation Strategy, and upon receipt of such funding or other necessary resources, seek to implement the actions in accordance with the mitigation strategies set out by the Local Mitigation Strategy.

Section 4. The Town Commission of the Town of Manalapan will continue to support and participate in the Local Mitigation Strategy planning and implementation process as required by Federal Emergency Management agency, the Florida Division of Emergency Management, and the Palm Beach County Local Mitigation Strategy Steering Committee.

Section 5. The Town Commission of the Town of Manalapan has previously incorporated certain text that addresses climate change concerns, sea level rise and natural hazards into the town's local comprehensive plan and will continue to consider these matters relative to future reviews of flood prevention regulations and zoning codes.

<u>Section 6.</u> The Town Commission of the Town of Manalapan directs the Town Clerk to transmit an original of the executed Resolution to the Palm Beach County Division of Emergency Management, attention Local Mitigation Strategy Coordinator for filing in the Office of the Clerk & Comptroller.

Section 7. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this day of _	, 2025.	
	TOWN OF MANALAPAN	
ATTECT.	JOHN DEESE, MAYOR	
ATTEST:		(Seal)
ERIKA PETERSEN, CMC, TOWN CLERK		



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025
Agenda Item No.:	CA - e
Agenda Item Name:	Town Manager Marmer Amended Contract Agreement
ACTION REQUESTED:	Discussion Action
BACKGROUND:	

Amendment to Contract with Town Manager Marmer as it relates to his new rate of pay for

ATTACHMENTS:

fiscal year 2025-2026.

• Proposed amended contract with Town Manager Marmer

TOWN OF MANALAPAN

FIRST AMENDMENT TO TOWN MANAGER EMPLOYMENT AGREEMENT WITH ERIC MARMER

THIS FIRST AMENDMENT TO TOWN MANAGER EMPLOYMENT AGREEMENT WITH ERIC MARMER is entered into and effective this _____ day of June, 2025 (the "Effective Date"), by and between the **Town of Manalapan**, **Florida**, a municipal corporation, with offices located at 600 South Ocean Boulevard, Manalapan, Florida 33462, hereinafter called the "**Town**" and "**Eric Marmer**", hereinafter referred to by name or as the "**Town Manager**"

WITNESSETH

WHEREAS, the Town and the Town Manager entered into the Town Manager Employment Agreement in September 2024; and

WHEREAS, Section 4 of the Town Manager Employment Agreement provides compensation by salary for the Town Manager in the amount of \$170,000.00 per year through September 30, 2025 with opportunities for salary increases in line with increases provided to other Town employees beginning October 1, 2025; and

WHEREAS, the Parties now desire to amend the Town Manager Employment Agreement at Section 4 by providing an increase to the Town Manager's base salary to \$195,000.00 per year.

NOW THEREFORE the Town and the Town Manager, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by both parties, hereby agree as follows:

1. <u>AMENDMENT TO AGREEMENT:</u> Section 4 of the Town Manager Employment Agreement referenced above is hereby amended to read as follows:

SECTION 4: COMPENSATION

<u>Beginning October 1, 2025</u> <u>During the first year of this Agreement, and through September 30, 2025</u>, the Town agrees to pay the Town Manager for services rendered One Hundred <u>Ninety Five</u> Seventy—Thousand Dollars (\$19570,000.00), paid in installments at the same time as other employees of the Town are paid, effective with the Effective Date.

During the second and third years of this Agreement, in addition to the annual base salary stated above, which may be increased annually by a set amount determined by the Town Commission in its sole discretion, the Town agrees to pay the Town Manager for services rendered, the same additional adjustment percentage that may be given to other Town employees for fiscal years 2025/2026 and 2026/2027, paid in installments at the same time as other employees of the Town are paid.

For all three (3) years of this Agreement, the Town Commission shall consider, int its sole discretion, additional compensation for the Town Manager. The Town Commission may provide such additional compensation if, in its sole discretion, the Town Manager's performance of his duties during the preceding year justifies additional compensation above that year's base salary.

2. <u>ALL OTHER PROVISION REMAIN UNCHANGED:</u> Each and every other section of the Town Manager Employment Agreement shall remain in full force and effect as originally stated in the Town Manager Employment Agreement.

IN WITNESS WHEREOF, the Town and the Town Manager have executed this First Amendment to the Town Manager Employment Agreement, and have appended same to said Agreement, on the date and year first above written.

ATTEST:	TOWN OF MANALAPAN
Erika Petersen, Town Clerk (Town seal)	John Deese, Mayor
	TOWN MANAGER
Witness	Eric Marmer
Witness	



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025
Agenda Item No.:	RA - b.i
Agenda Item Name:	Presentation by Tim Nardi from the Eau Palm regarding upcoming renovations
ACTION REQUESTED:	Discussion Approval
BACKGROUND:	
	of the Eau Palm Beach Resort & Spa will update the hat are currently planned at the hotel. He will have a shorges.

ATTACHMENTS:

• n/a



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025
Agenda Item No.:	RA - b.ii
Agenda Item Name:	Mock Roos CSA for Completion of the Wastewater Collection/Transmission System Final Design
ACTION REQUESTED: BACKGROUND:	Discussion Approval

At its November 10, 2022 meeting, the Town Commission approved a Continuing Services Agreement (CSA) with the Town's engineers, Mock Roos, to begin preparing a 30% Construction Document set for the proposed septic-to-sewer conversion project. The current CSA expands upon that initial effort and authorizes Mock Roos to complete the full design, resulting in a 100% Construction Document set that will be ready for bidding.

ATTACHMENTS:

CSA Proposal from Mock Roos for the remaining 70% Construction Drawings for the Septic to Sewer Project



Proposal to Provide Professional Engineering Services For the Town of Manalapan - Consultant Service Agreement No. 117 Wastewater Collection/Transmission System Final Design and Bid Phase Services

The Town of Manalapan ("Town") entered into an engineering services agreement entitled Agreement for Professional Engineering Services with Boyle Engineering Corporation ("Boyle)" on the 11th day of August 2003 ("Agreement"). The Agreement was assigned to Mock, Roos & Associates, Inc. ("Mock•Roos") on November 3, 2005, with the Town giving its consent to such assignment on November 29, 2005. This Consultant Services Authorization ("CSA") shall be performed under the terms and conditions described in that Agreement.

A. **Project Description:**

At the Town's request, Mock•Roos previously prepared and provided preliminary (30%) level construction drawings for a low-pressure wastewater collection system to serve all unserved areas of the Town's utility service area. These documents have been utilized by the Town as a part of a Vulnerability Assessment and to develop preliminary opinions of probable construction costs. The Town has now requested that Mock•Roos provide engineering services to produce final percent low pressure collection system Construction Contract Documents to be used by the Town for grant/ loan application purposes and to solicit construction bids for the project.

B. Scope of Services:

The Town has previously asked Mock•Roos to provide 30% Design Drawings. The Town is now requesting updates to the 30% design drawings to produce a Final Design package.

This replacement project will be completed in accordance with the following regulations and standards:

- Typical Design and Construction Standards
- Palm Beach County and FDOT Right-of-Way (ROW) Permitting Requirements
- Florida Department of Health Permitting Requirements

Task 1 - Preliminary Engineering Services

- 1.1 Review the existing 30% Drawings and note any potential changes in the conceptual design.
- 1.2 Meet with the Town staff to review the scope of the project, general location of proposed improvements, and obtain the Town's input regarding expectations for the project.
- 1.3 Incorporate the results of the Lead & Copper Study which displays the Town's water meter locations into the current 30% Design Drawings.
- 1.4 Perform a preliminary field review of the proposed forcemain route and services locations with Town Staff.
- 1.5 Provide an experienced contractor to clean and inspect the existing sanitary sewer on the southern extent of Lands' End Road. Incorporate any identified required repairs into the 100% design documents.

- 1.6 Utilize a topographic survey to be prepared by Brown & Phillips of the area in the immediate vicinity of the proposed pipeline routes and provide updated base for use in the 100% design. Mock•Roos will provide GPS coordinates for all found existing water meter locations. The topographic survey will consist of field topography and horizontal and vertical locations for the project (approximately 45,800 linear feet in varying widths of right-of-way). Mock•Roos will coordinate survey file transfer and confirm limits of survey matches project requirements.
- 1.7 Prepare updated Base Maps utilizing the Surveyor provided data.
- 1.8 Submit base drawings to Power, Telecommunication, and other local utilities for mark-up of their existing facilities. Plot utility locations received on the updated drawing base sheets. Local utilities include but not limited to, telephone, cable, and gas, as well as the Town for existing water locations.
- 1.9 Meet with Town Building Official and/or FDOT to obtain locations of tunnels under A1A.
- 1.10 Coordinate subsurface utility targeting service and up to 70 subsurface utility locates by test hole
- 1.11 Review information on conflict locations and revise preliminary pipeline alignment as needed to produce 60% design documents.
- 1.12 Submit 60% design documents to Town for review and comment.
- 1.13 Meet with Town staff to review 60% submittal and respond to questions or comments. Prepare meeting agenda and minutes.
- 1.14 Coordinate and update capacity acquisition discussions with LWB Subregional Wastewater Utility and Town of Lantana. (Town to pay cost of capacity acquisition).

Task 2 – Final Design Phase Services:

- 2.1 Provide final design phase engineering services to develop the details of the proposed small diameter forcemain and services design and the Lands' End pump station design.
- 2.2 Develop one set of construction drawings consisting of a cover sheet, key sheet, plan and profile sheets, and detail sheets.
- 2.3 The Town will coordinate with local residents regarding the sanitary connection location at their property line. Add location information collected by the Town to the drawings.
- 2.4 Prepare technical specifications and a bid form for the project anticipated to be bid as a single project.
- 2.5 Submit progress drawings at the 90-percent completion for review and comment.
- 2.6 Meet with the Town after each submittal to review progress drawings, discuss final design options, and respond to questions.
- 2.7 Prepare a Health Department permit application packages including attachments and submit for approval. (Town will pay application fees.) Prepare and submit responses to Health Department comments, if required.
- 2.8 Prepare an FDOT permit application for utility construction in the FDOT right-of-way and submit it for approval. (Town will pay application fees.) Prepare and submit responses to FDOT comments, if required.
- 2.9 Provide final design phase deliverables consisting of four (4) 22" x 34" and two (2) 11" x 17" sets of construction drawings and bid form in paper copies, signed and sealed, electronic PDF files, and AutoCAD and word files, as applicable. Print and provide copies of all permits.

WW Collection/Transmission System Final Design and Bid Phase Services June 18, 2025 Page 3

- 2.10 Estimate quantities and prepare an updated Engineer's Opinion of Probable Construction Cost at 100% completion.
- 2.11 Provide bid support services to assist Town in advertising project and respond to bidders' questions.

Task 3 - Project Management

Mock•Roos will provide project management for engineering and related services and act as the Project's Engineer of Record for the above-described project including tracking project scheduling, preparing monthly progress reports, providing QA/QC of all communication and project deliverables.

- 3.1 Contract Administration The progress of the project will be monitored, and resources will be managed to achieve the schedule, budget, and work quality goals of the project. Mock•Roos will keep the Town informed as to the status and progress of the project. Communications with the Town will be conducted under this task. Invoices shall be prepared monthly.
- 3.2 QA/QC Mock Roos will be conducting internal QA/QC review of the Construction Documents for conformance to Contract requirements and internal program requirements. The results of these reviews will be incorporated into the deliverables prior to submission to the Town.
- 3.3 Monthly Status report Submit a monthly status update via email, summarizing the progress of the project. This update will be submitted with each monthly invoice.

C. Fees and Rates:

Mock•Roos will complete the Scope of Services on an hourly basis at the Mock•Roos hourly rates, plus reimbursable expenses in the amount of \$802,065. See Exhibit A for rates.

This CSA No. 117 is acceptable and Mock•Roos has authorization to proceed with the Scope of Services. This authorization becomes valid upon Mock•Roos receiving one complete copy of this form with an original signature below.

MOCK•F	ROOS	TOWN	OF MANALAPAN
Signed:	All San	Signed:	
Name:	Thomas A. Biggs, P.E.	Name:	Eric Marmer
Title:	Executive Vice President	Title:	Town Manager
Date:	0/19/25	Date:	

Please return one complete copy of this form with an original signature to Mock•Roos. Thank you.

Exhibit A Town of Manalapan CSA 117: Wastewater Collection/Transmission System - Final Design and Bid Phase Services

1. Review Existing Solvesides		Labor Classification								
Total Houry	Task Description	•		_	-	_		Subconsultant	Subtotal	
1. Review Existing Solvesides	Labor Hourly Billing Rate	\$285.00	\$265.00	\$250.00	\$175.00	\$150.00	\$95.00			
1.1 Review Fishings 30% Design	Task Total Hours	266	534	401	406	570	134			
1.2 Mere w/TOWN Steff review scope	1 Preliminary Engineering Services									
1.3 Incorporate lead and copper study results into Base Mapp 2 8	1.1 Review Existing 30% Design	8	16			4			\$7,120.00	
1.4 Perform field review 4 20 40	1.2 Meet w/TOWN Staff review scope	4	8			2	4		\$3,940.00	
1.5 Coordinate, clean and inspect Lands End Sewer (Contractor: Shenandosh)	1.3 Incorporate lead and copper study results into Base Maps	2	8				2		\$2,880.00	
1.6	1.4 Perform field review	4	20	40			2		\$16,630.00	
1.7 Prepare Updated Base Maps 4	1.5 Coordinate, clean and inspect Lands End Sewer (Contractor: Shenandoah)	2	12	8			4	\$ 9,432.50	\$15,562.50	
1.8 Submit base drawings to local utilities to mark-up	1.6 Coordinate Survey (Subconsultant: Brown & Phillips)	4	8	8			4	\$ 251,237.50	\$256,877.50	
Meet with Town Official and FDOT to locate AIA tunnels	1.7 Prepare Updated Base Maps	4	16	25	50	100			\$35,380.00	
Coordinate Subsurface Utility Targeting Service 4 8 8 16 4 \$ 45,545,00 \$533,885.00	1.8 Submit base drawings to local utilities to mark-up	2	2	8		8	8		\$5,060.00	
1.0 Subconsultant: Brown & Phillips 4 8 8 10 4 \$4,545,000 \$55,558,000	1.9 Meet with Town Official and FDOT to locate A1A tunnels	4	4			16			\$4,600.00	
1.11 Review conflicts and update pipeline alignment		4	8	8		16	4	\$ 45,545.00	\$53,585.00	
Meet with Town staff to review preliminary submittal 4 8 8 8 0 56,460,00	i i	8	16	20		100			\$26,520.00	
Coordinate capacity acquisition with LWB Subregional Wastewater System 40 40 160 270 40 160 270 40 270 40 270 40 270 40 270 40 270 40 270 40 270 40 270 40 270 40 270 40 270 270 40 270	1.12 Submit Prel. Base sheets to Town for review/Respond to Comments	4	16	16		16	4		\$12,160.00	
Coordinate capacity acquisition with LWB Subregional Wastewater System 40 40 110 50 270 40 40 40 40 40 40 40	1.13 Meet with Town staff to review preliminary submittal	4	8	8		8	0		\$6,460.00	
Final Design Phase Services		40	1				8		\$22,760.00	
Provide DPS - Forcemain and Pump Station (Subconsultant: C&W Engineering)	Total Task 1 Hours	94	182	141	50	270	40			
2.2 Develop const. dwgs w/cover sheet, key sheet, 54 plan sheets, and detail sheets 20 40 40 160 160 578,300.00	2 Final Design Phase Services									
Develop const. dwgs w/cover sheet, key sheet, 54 plan sheets, and detail sheets 20	2.1 Provide DPS - Forcemain and Pump Station (Subconsultant: C&W Engineering)	40	40	40	160	40		\$ 9,000.00	\$75,000.00	
2.4 Prepare Technical Specifications & Bid Form		20	1	40		160			\$78,300.00	
2.4 Prepare Technical Specifications & Bid Form	2.3 Coordinate with Town on sanitary connection location at local residences	4	4	20	20		12		\$11,840.00	
Net W/Town after each submittal to review progress (2 meetings) 8 8 8 16 12 2 2 59,250.00		8	40	40			12		\$24,020.00	
2.6 Meet w/Town after each submittal to review progress (2 meetings) 2.7 Prepare Health Dept permit application packages (Forcemain & Pump Station) 3.8 Project Management 3.1 Contract Administration 3.2 OA/OC 3.3 Monthly Status Update Total Task 3 Hours Subtotal	2.5 Submit progress drawings (2 progress submittals)/Respond to Comm.	8	16	8	16	40	4		\$17,700.00	
2.7 Prepare Health Dept permit application packages (Forcemain & Pump Station) 2.8 Prepare FDOT Roadway permit application package 2.9 Provide design phase deliverables 3.1 Provide Limited Bid Support Services 4 8 8 24 12 2 5 5,980.00 3.1 Provide Limited Bid Support Services 5 8 16 40 5 8 517,280.00 3 Project Management 3.1 Contract Administration 3.2 QA/QC 3.3 Monthly Status Update 5 Subtoal \$ 75,810 \$ 141,510 \$ 100,250 \$ 71,050 \$ 85,500 \$ 12,730 \$ 315,215 5 Total M+R \$486 \$ 5486		8	8			8	2		\$5.790.00	
2.8 Prepare FDOT Roadway permit application package				16						
2.9 Provide design phase deliverables		4	8	8		12	8		\$7.820.00	
Stimate quantities & prepare EOPCC		4	4	4		16	4			
Provide Limited Bid Support Services 8		4	8	24		1	2			
Total Task 2 Hours 112 192 240 356 300 54 3 Project Management 20 80 20 80 20 \$28,800.00 3.2 QA/QC 20 40 20 \$21,300.00 3.3 Monthly Status Update 20 40 20 0 0 0 40 20 \$18,200.00 3.3 Subtoal \$ 75,810 \$ 141,510 \$ 100,250 \$ 71,050 \$ 85,500 \$ 12,730 \$ 315,215 Total M⋅R \$486 Subconsultant \$ 315.215 \$ 100,000 \$ 315.215 \$ 100,000 \$ 315.215 \$ 100,000 \$ 10										
Project Management					356	300			7=-7=====	
3.1 Contract Administration 20 80 20 20 528,800.00 3.2 QA/QC 20 40 20 20 20 521,300.00 3.3 Monthly Status Update 20 40 20 0 0 0 40 20 \$18,200.00 Total Task 3 Hours 60 160 20 0 0 0 40 20 20 518,200.00 Subtotal \$ 75,810 \$ 141,510 \$ 100,250 \$ 71,050 \$ 85,500 \$ 12,730 \$ 315,215 Total M•R \$486 500 500 500 500 500 500 500 500 500 50										
3.2 QA/QC 20 40 20 521,300.00 3.3 Monthly Status Update 20 40 20 0 0 0 40 \$18,200.00 Total Task 3 Hours 60 160 20 0 0 0 40 \$18,200.00 Subtotal \$ 75,810 \$ 141,510 \$ 100,250 \$ 71,050 \$ 85,500 \$ 12,730 \$ 315,215 Total M•R \$486 5ubconsultant \$315	, ,	20	80				20		\$28,800.00	
3.3 Monthly Status Update 20 40 20 0 0 0 40 20 \$18,200.00 \$18,200.			1	20				†		
Total Task 3 Hours 60 160 20 0 0 40			1				20	†		
Subtotal \$ 75,810 \$ 141,510 \$ 100,250 \$ 71,050 \$ 85,500 \$ 12,730 \$ 315,215 Total M+R \$486 Subconsultant \$315	, .		+	20	0	0			+,200.00	
Total M•R \$486 Subconsultant \$315	Total Task 5 Hours	30	100	20			-10			
Total M•R \$486 Subconsultant \$315	Subtotal	\$ 75,810	\$ 141 510	\$ 100.250	\$ 71.050	\$ 85 500	\$ 12 730	\$ 315 215		
Subconsultant \$315	Subtotal	, ,5,510	7 141,510	- 100,230	, ,,,,,,	7 05,500	12,730		\$486,8	
								-	\$315,2	
								Project Total	\$802,0	



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025
Agenda Item No.:	RA - b.iii – Special Exception SE 25-5
Agenda Item Name:	Special Exception – SE 25-5 1960 S. Ocean Blvd. Beach House
ACTION REQUESTED: BACKGROUND:	Discussion Approval

Special Exception-SE 25-5. 1960 S Ocean Boulevard, LLC seeks the Town Commission's approval for a special exception use to construct a beach house on the east side of South Ocean Boulevard (Florida Highway A1A) pursuant to Sections 151.093(B), Town Code.

ATTACHMENTS:

- Special Exception Application
- Special Exception Criteria
- Development Drawings



TOWN OF MANALAPAN

600 South Ocean Boulevard, Manalapan, FL 33462 (561) 585-9477, Fax (561) 585-9498 townhall@manalapan.org www.manalapan.org

DEVELOPMENT APPLICATION

Submittal Date:	Property Control #
	<i>y</i>

PROPERTY OWNER(S)	AUTHORIZED AGENT(Required if owner not presenting)		
Name: 1960 S OCEAN BLVD LLC	Name: PAUL FISCHMAN		
Address: 1960 S OCEAN BLVD , MANALAPAN, FL 33462	Address: 2750 NW 3RD AVE, SUITE 1 MIAMI, FL 33127		
Phone:	Phone: (305) 978-4418		
E-mail: permits@rwbdesignbuildlive.com	E-mail: pfischman@clfarchitects.com		

ARCHITECT/LANDSCAPE ARCHITECT	DEVELOPER/CONTRACTOR:		
Name: PAUL FISCHMAN	Name: Robert Burrage		
Company Name: CHOEFF LEVY FISCHMAN	Company NameRWB CONSTRUCTION MANAGEMENT, INC		
Address: 2750 NW 3RD AVE, SUITE 1 MIAMI, FL 33127	Address: 4875 PARK RIDGE BLVD, STE 110 BOYTON BEACH, FL 33426		
Phone: (305) 434-8338 Cell: (305) 978-4418	Phone: (561) 270-1808 Cell: (561) 374-1914		
E-mail: pfischman@clfarchitects.com	E-mail:		

APPLICANT'S CERTIFICATION

(I) PAUL FISCHMAY (owner or authorized agent) affirm and certify that I understand and will comply with all provisions and regulations of the Town of Manalapan, Florida. I certify that all drawings and specifications for buildings or structures either larger than 500 sq. ft. or costing more than \$3,000 must be drawn or verified by a state registered architect or engineer and his seal of office imprinted thereon. Additionally, I certify that the drawings and specifications show full compliance and do fully comply with the Zoning Code. I understand that if any drawings or specifications are not in full compliance, the application will be rejected. If approved by the Town, the aforementioned real property described herein will be considered, in every respect, to be a part of the Town of Manalapan and will be subjected to all applicable laws, regulations, taxes and police powers of the Town including the Comprehensive Plan and Zoning Code. I further certify that all statements and diagrams submitted herewith are true

and accurate to the best of my knowledge and belief. Further, I understand that this Application and attachments become part of the Official Records of the Town of Manalapan, Florida, and are not returnable.

Signature-Ow	vner or Au thorized Agent	Santa and a santa
Print Name _	PAUL FISCHMAN	
STATE OF FLORIDA, COUNTY OF PALM BE	EACH	
The foregoing instrument was acknowledged before	ore me this 12 day of, May	20 <u>25,</u>
by Paul Fischman as	Agent for	Stewart Satter.
Personally known	or Produced Identification	
Type of Identification		
Notary Signature	SEAL	NATASHA DE RENZIS Notary Public - State of Florida Commission # HH 416456
Natasha De Renzis Print Notary Name		My Comm. Expires Jun 29, 2027 Bonded through National Notary Assn.

CHECK BELOW WHERE APPLICABLE

(Payable by check only)

ARCHITECTURAL REVIEW – Level 1 \$100	PUD or PUD AMENDMENT \$750	
ARCHITECTURAL REVIEW – Level 2 \$250	SITE PLAN REVIEW \$750	
ARCHITECTURAL REVIEW – Level 3 \$500	SPECIAL EXCEPTION USE \$750	
ARCHITECTURAL REVIEW – Level 4 \$1,000	VARIANCE \$750	
PAVER AGREEMENT \$500	ZONING TEXT/MAP OR COMP PLAN AMENDMENT \$1500	

(See page 7 for definitions of Levels)

The owner, architect or other authorized agents are urged to attend the meeting. Each applicant must familiarize themselves with the Architectural Commission criteria and procedure. If all required information is not presented with this application, the project will not be placed on the agenda for review and consideration. PLEASE NOTE: Although an application meets minimum zoning requirements the Architectural Commission may approve, approve with conditions, or disapprove a request not found to meet Architectural Review criteria as found in Town Code, Section 152.23. All residents are notified of applicant's request by mail.

ALL APPLICATIONS <u>MUST</u> BE COMPLETE, SIGNED, NOTARIZED AND SUBMITTED BY THE DEADLINE DATE

- 1. This Application (pages 3-6)
- 2. Agent's Authorization Letter (Required if owner not presenting)
- 3. Application fee (see page 7)
- 4. Model, if applicable (see page 8)
- 5. 11 set of Plans; 2 Signed and Sealed We require two full-size sets signed and sealed and the other nine can be 11"x17" in size
- 6. Narrative letter describing the project
- 7. Samples, renderings, pdfs, jpegs and Power Point photos are due 14 days prior to meeting.

SECTION 151.568(A) SPECIAL EXCEPTION USES

Special exception uses specifically listed in the applicable zoning district and their related accessory uses or any expansion, enlargement or modification of an existing special exception use shall be permitted only upon authorization by the Town Commission.

Special Exception Uses Criteria-

(1) That the use is a permitted special exception use as set forth in the schedule of use regulations in Chapter 151.568. Response: This Beach House prosed is permitted special exception use.
(2) That the use is so designed, located and proposed to be operated that the public health, safety, morals, and general welfare will be protected. Response: Above protection is assured. Design is per Town Code.
(3) That the use will not cause substantial injury to the values of the other property in the neighborhood where it is to be located. Response: Values will support or increase those of neighboring properties.
(4) That the use will be compatible with adjoining development and the intended purpose of the district in which it is to be located and will not impair an adequate supply of light and air to adjoining property. Response: Use is compatible with adjacent properties and designed per all Town code requirements.
(5) That adequate landscaping and screening is provided. Response: A Professionally prepared landscape plan consistent with Town criteria is included in this design.
(6) That adequate off-street parking and loading is provided and ingress and egress is so designed as to cause minimum interference with traffic on abutting streets. Response: No parking is proposed on the beach house site. All parking is located on principle structure site.
(7) That the use conforms with all applicable regulations governing the district where located, except as may otherwise be permitted for planned unit developments. Response: All Applicable regulations have been included in this design.
(8) That the use not result in substantial economic, noise, glare or odor impacts on adjoining properties generally in the district. Response: No negative impacts are to be associated with this Beach House deck proposal.

1960 S. OCEAN BLVD MANALAPAN, FL 33462



CLIEN

ROBERT BURRAGE

ARCHITECT

CHOEFF LEVY FISCHMAN
ARCHITECTURE + DESIGN
8425 BISCAYNE BLVD. SUITE 201
MIAMI, FL 33138
(305) 434-8338

CIVIL ENGINEER

SCHULKE, BITTLE & STODDARD, LLC 1717 INDIAN RIVER BLVD., SUITE 201 VERO BEACH, FL 32960 (772) 770-9622

LANDSCAPE ARCHITECT

ENVIRONMENT DESIGN GROUP 139 NORTH COUNTY ROAD 5#20-B PALM BEACH, FL 331480 (561) 832-4600

sheet no.

001

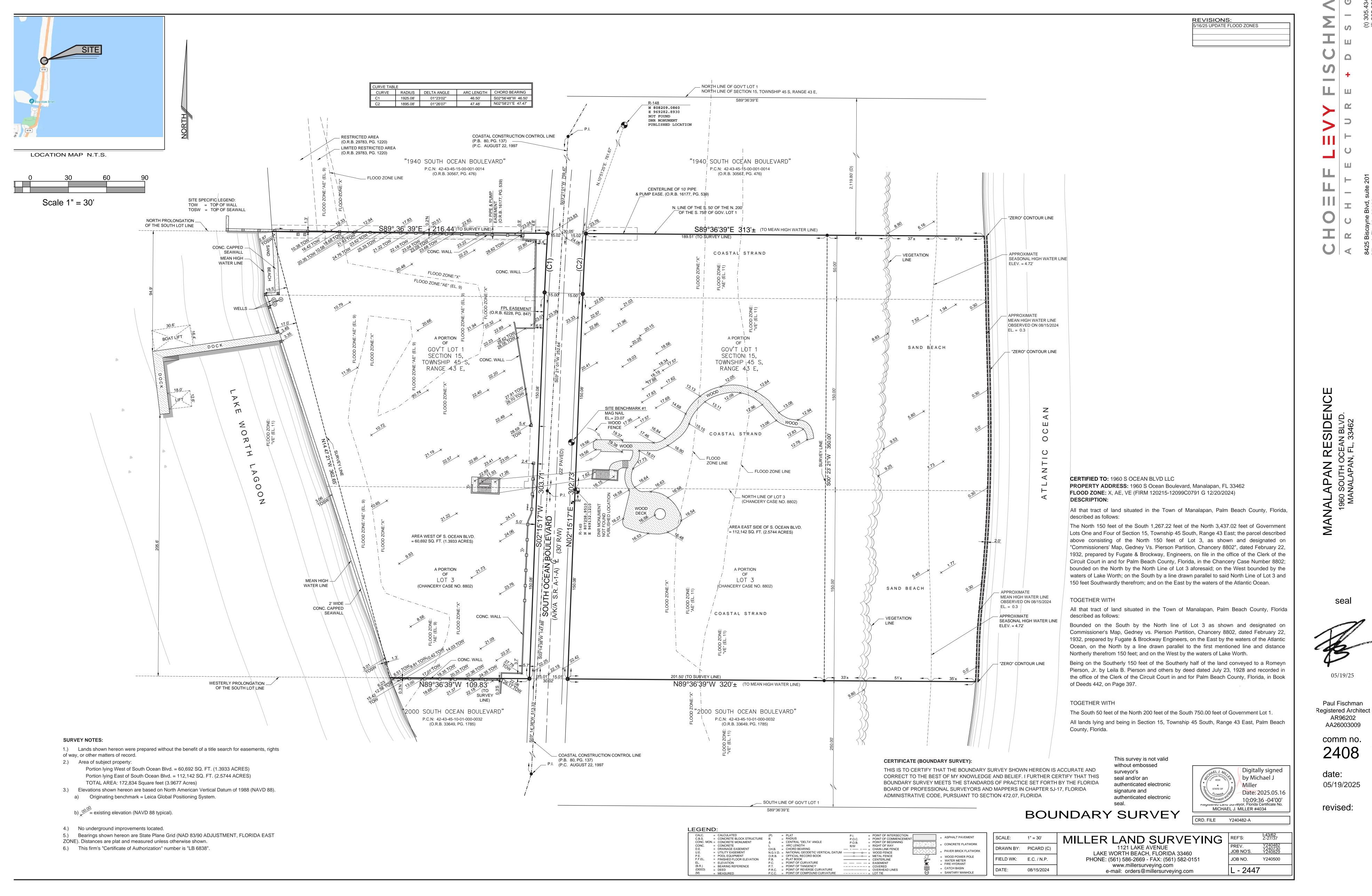
1960 S. OCEAN BLYD MANALAPAN, FL 33462



INDEX OF DRAWINGS

COVER SHEET INDEX OF DRAWINGS & LOCATION MAP OVERALL SITE CONTEXT CLOSE UP SITE CONTEXT BEACH HOUSE FLOOR PLAN BEACH HOUSE ELEVATIONS BEACH HOUSE CONTEXTUAL ELEVATIONS MATERIAL BOARD 010 BEACH HOUSE RENDER

LOCATION MAP







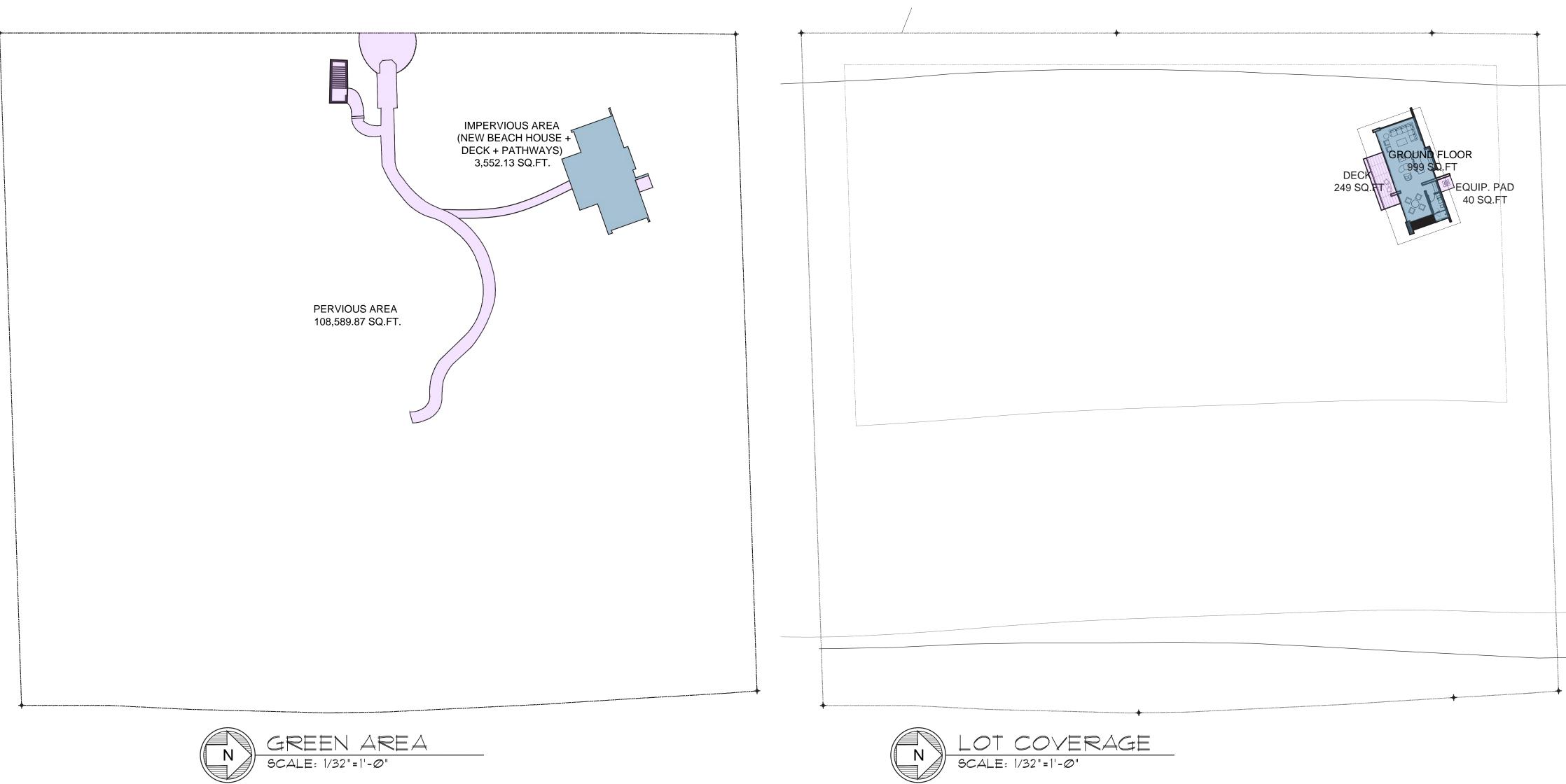


178'-9"

FROM MHWL

IMPERVIOUS: N/A 3,552.13 SQ. FT. (3.16%) PERVIOUS : N/A 108,589.87 SQ. FT. (96.84%)

GREEN / IMPERVIOUS (EAST OF SOUTH OCEAN BLVD.)



× AND AE(EL 6)WEST SIDE MIN. FLOOD ELEVATION: VE(EL 10 / (EL 12) EAST SIDE 14,990 SQ. FT. LOT COVERAGE: 35% OF (WEST LOT + 50% OF EAST LOT) (12.83%) (60,692 SQ. FT. + 56,071 SQ. FT.)×.35 (116,763) X.35 = 40,867 SQ. FT. MAIN HOUSE: 13,973 SQ. FT. 50% OF DRIVEWAYS, VEHICULAR PARKING, 10,748 SQ. FT. + 13,087 SQ. FT. = 23,871 SQ. FT. /2 = COVERED AND UNCOVERED POOL DECKS, PATIOS AND LANAIS: 11,935.5 SQ. FT. BEACH HOUSE (EAST OF A1A) 999 SQ. FT. 50% OF BEACH HOUSE DECK 249 SQ. FT./ 2 = 124.5 SQ. FT. 27,032 SQ. FT (23.15%). TOTAL: BEACH HOUSE FINISHED FLOOR ELEVATION: +22.00' NAVD FLOOR AREA: 999 SQ. FT. GROUND FLOOR: BEACH HOUSE TOTAL A/C AREA: 999 SQ. FT. 249 SQ. FT. TERRACES: 1,248 SQ. FT. (INCLUDING EXTERIOR TERRACES) BUILDING HEIGHT REQUIRED PROVIDED SETBACKS: 15'-0" 35'-8" FRONT: SIDES: 20'-0' 43'-8" NORTH: 20'-0" 270'-3" SOUTH:

100'-0"

FROM MHWL

ZONING DATA

ZONING:

REAR:

FLOOD ZONE:

LOT SIZE: PORTION LYING WEST OF SOUTH OCEAN BLVD =

PORTION LYING EAST OF SOUTH OCEAN BLVD .=

60,692 SQ. FT. (1.3933 ACRES)

112,142 SQ. FT. (2,5744 ACRES)

(RESIDENTIAL LOW DENSITY)

 $(ZONE \times_{,} AE, VE)$

RI-B

HOFFLEVY FIS

1ANALAPAN RESIDENCE 1960 SOUTH OCEAN BLVD. MANALAPAN, FL, 33462

sea

05/19/25

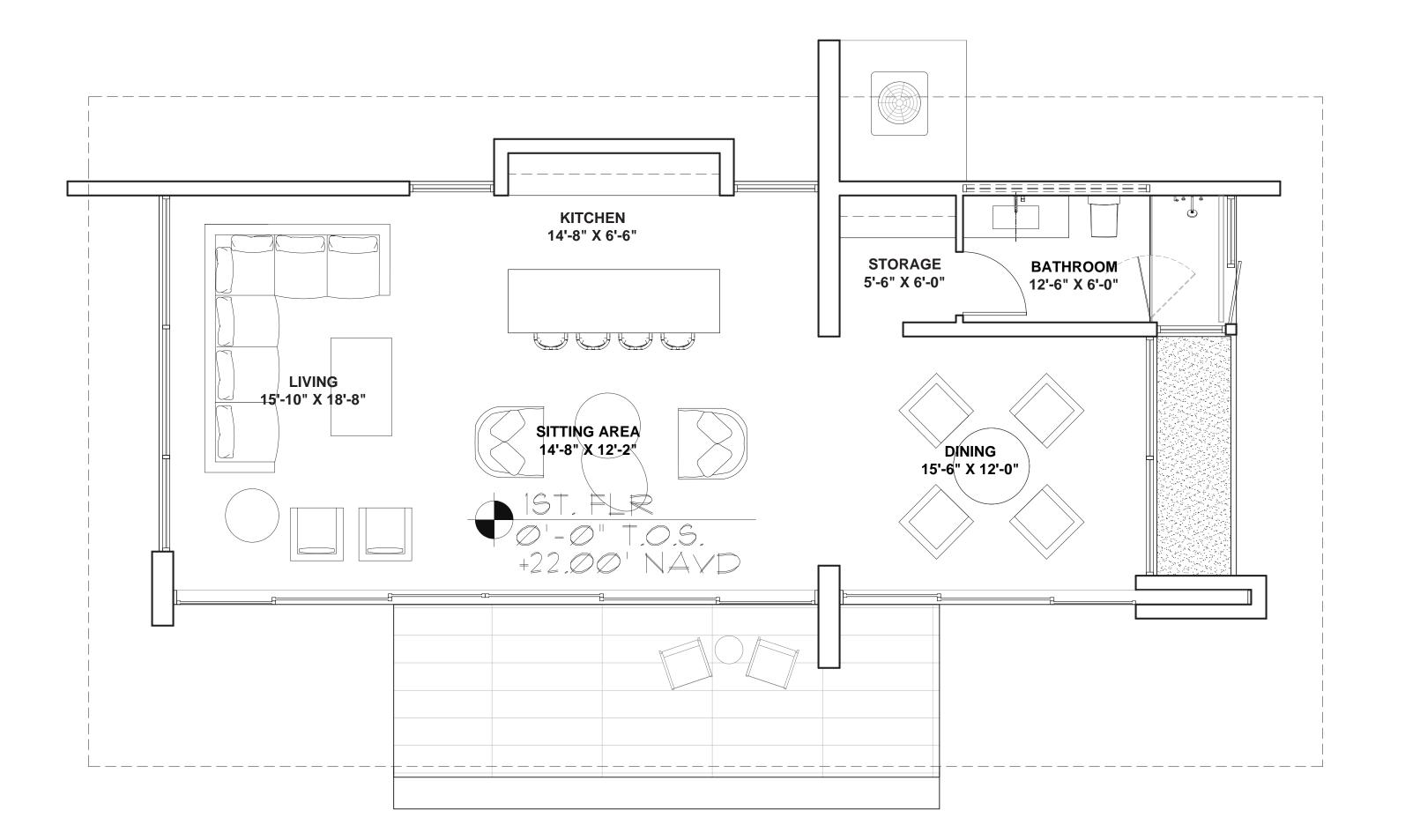
Paul Fischman egistered Architect AR96202 AA26003009

2408

date: 05/19/2025

revised:

sheet no.



WHITE CREME VENA GRIGID STONE FINISH OR ASSO. NESS STANT NSULATED GLASS PINISH OR ASSO. SHILLAR

ALUMINLY CLADDING—)

ALUMINLY CLADDING—)

ALUMINLY CLADDING—)

BEACH HOUSE REAR (NORTHWEST) ELEVATION

Scale:3/16" = 1'-0"

BEACH HOUSE T.O. ROOF +14'-0" T.O.S. +36.00' NAVD

BEACH HOUSE FIRST FLOOR O'-O" T.O.S. +22.00' NAVD

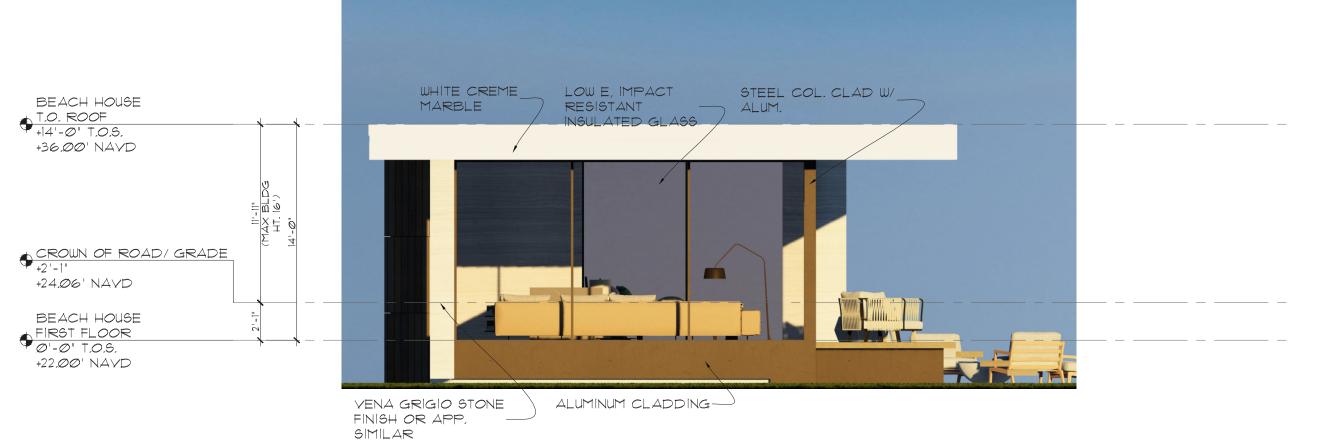
CROWN OF ROAD/ GRADE
+2'-1"
+24.06' NAVD









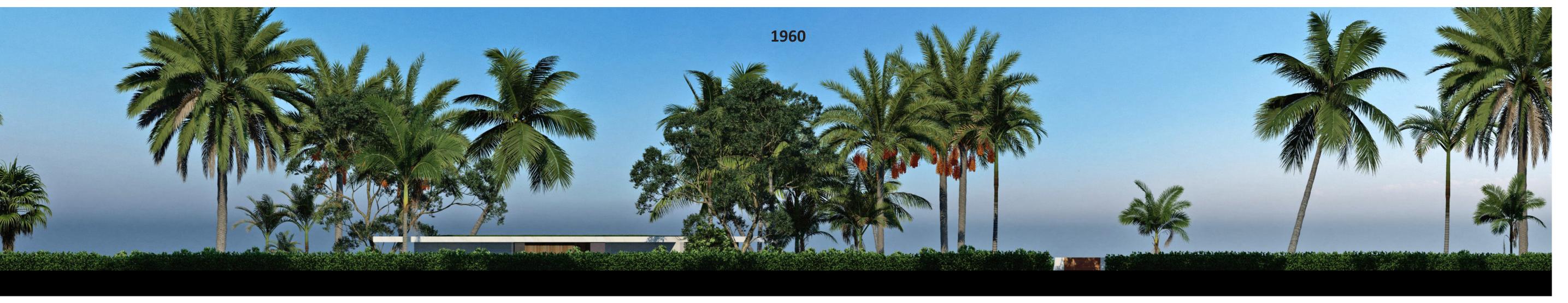




sheet no.



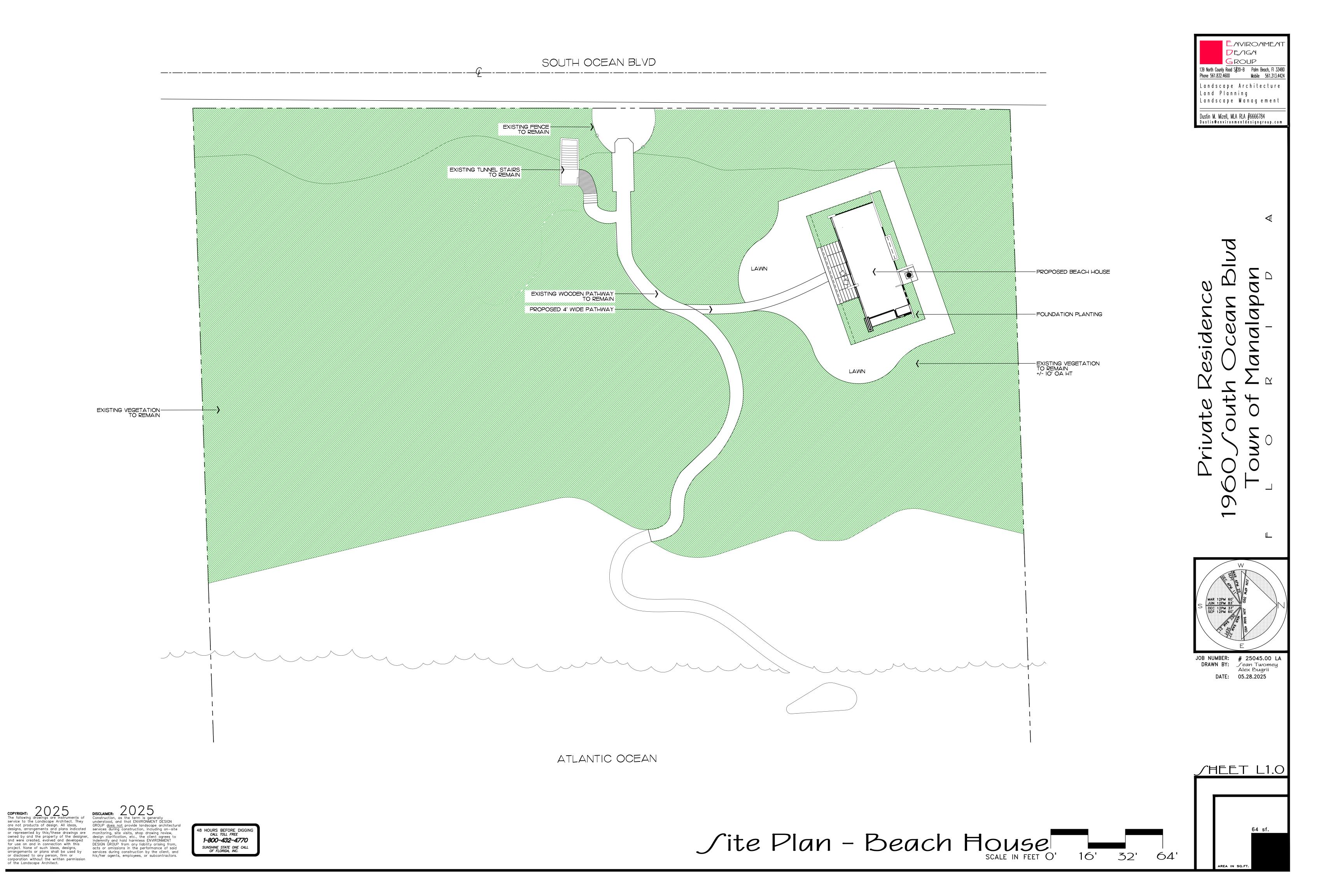
BEACH HOUSE STREET ELEVATION

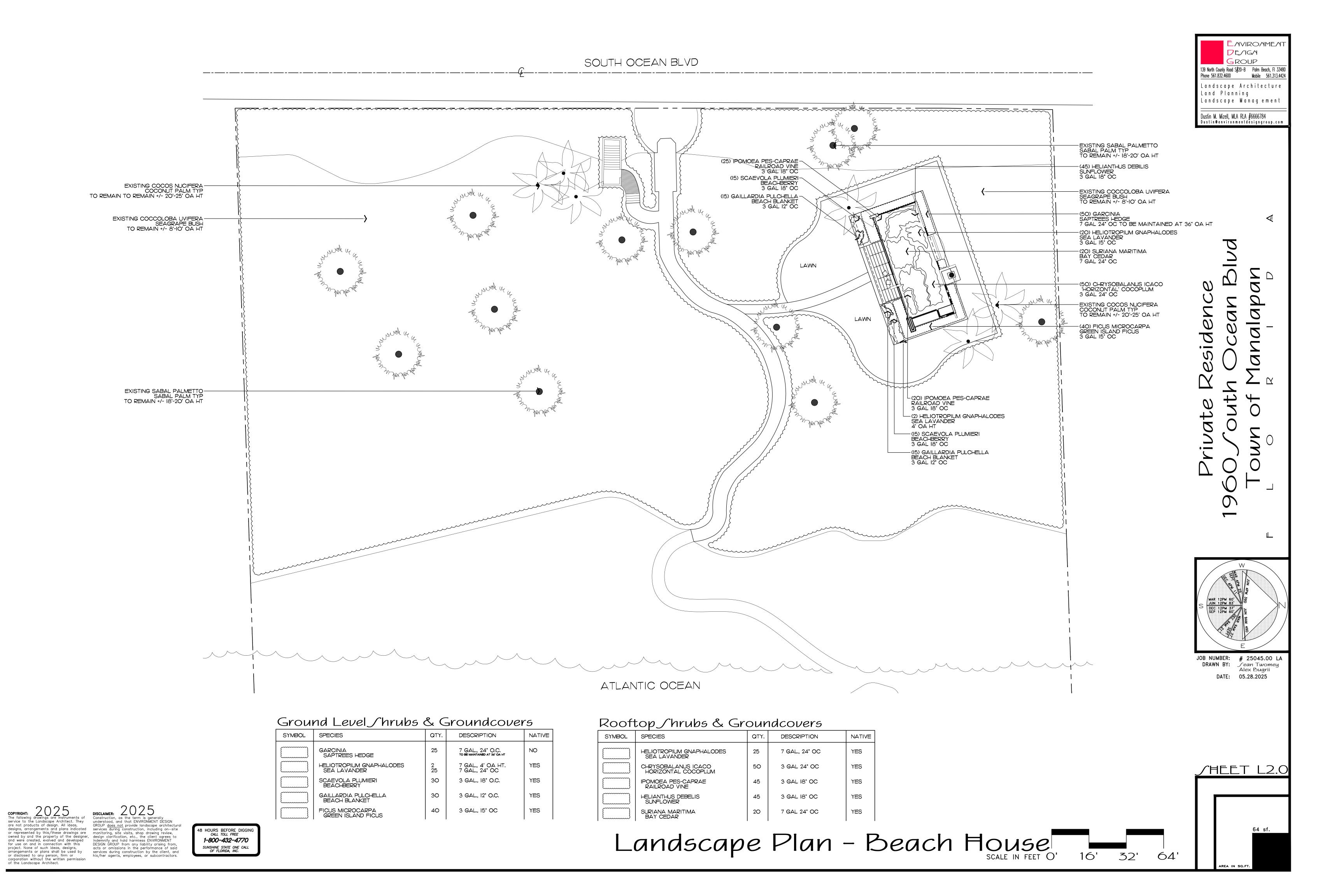


BEACH HOUSE STREET ELEVATION



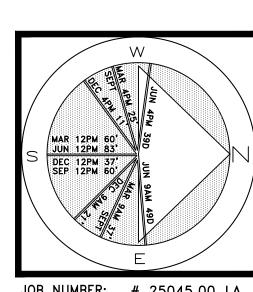








DE/IG/I GROUP 139 North County Road S#20-B Palm Beach, FI 33480 Phone 561.832.4600 Mobile 561.313.4424 Landscape Architecture Land Planning Landscape Management Dustin M. Mizell, MLA RLA #6666784 Dustin@environmentdesigngroup.com



JOB NUMBER: # 25045.00 LA DRAWN BY: Jean Twomey Alex Bugrii

/HEET L3.0

COPYRIGHT:

The following drawings are instruments of service to the Landscape Architect. They are not products of design. All ideas, designs, arrangements and plans indicated or represented by this/these drawings are owned by and the property of the designer, and were created, evolved and developed for use on and in connection with this project. None of such ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation without the written permission of the Landscape Architect.

DISCLAIMER:

Construction, as the term is generally understood, and that ENVIRONMENT DESIGN GROUP does not provide landscape architectural services during construction, including on—site monitoring, site visits, shop drawing review, design clarification, etc., the client agrees to indemnify and hold harmless ENVIRONMENT DESIGN GROUP from any liability arising from, acts or omissions in the performance of said services during construction by the client, and his/her agents, employees, or subcontractors.

48 HOURS BEFORE DIGGING CALL TOLL FREE
1-800-432-4770



North Elevation



South Elevation

Rendered Elevations - Beach House

DE/IGM GROUP 139 North County Road S#20-B Palm Beach, FI 33480 Phone 561.832.4600 Mobile 561.313.4424 Landscape Architecture Land Planning Landscape Management Dustin M. Mizell, MLA RLA #6666784 Dustin@environmentdesigngroup.com

JOB NUMBER: # 25045.00 LA DRAWN BY: Jean Twomey Alex Bugrii

/HEET L3.1

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48 HOURS BEFORE DIGGING CALL TOLL FREE
1-800-432-4770



East Elevation



West Elevation

Rendered Elevations - Beach House Scale in FEET O'

DE/IGM Landscape Architecture Land Planning Landscape Management Dustin M. Mizell, MLA RLA #6666784 Dustin@environmentdesigngroup.com

JOB NUMBER: # 25045.00 LA DRAWN BY: Jean Twomey Alex Bugrii

/HEET L3.1

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48 HOURS BEFORE DIGGING CALL TOLL FREE
1-800-432-4770



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025		
Agenda Item No.:	RA - b.iv		
Agenda Item Name:	Preliminary Budget I	Review	
ACTION REQUESTED:	Discussion	Approval	
BACKGROUND:			
Review of the preliminary budget	t for fiscal year 2025-2	2026.	

ATTACHMENTS:

• Draft 2025-2026 Town Budget

GL Number De	escription	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-26 COMMISSION APPROVED
Fund: 100 GENERAL	<u> </u>						
000 100-000-583000 G	RANTS EXP-VARIOUS	0.00	0.00	(738.72)	0.00	0.00	0.00
Total 000:		0.00	0.00	738.72	0.00	0.00	0.00
310							
	EAL ESTATE TAX	6,551,884.00	6,551,884.00	0.00	7,022,302.00	0.00	0.00
Total 310:		6,551,884.00	6,551,884.00	0.00	7,022,302.00	0.00	0.00
312							
	OCAL OPTION GAS TAX	19,000.00	19,000.00	12,516.42	22,000.00	0.00	0.00
	ISCRETIONARY 1% SALES TAX	40,000.00	40,000.00	25,312.44	42,000.00	0.00	0.00
Total 312:		59,000.00	59,000.00	37,828.86	64,000.00	0.00	0.00
313 L00-313-431340 F	LORIDA PUBLIC UTILILITY FRAN	238,673.00	238,673.00	0.00	230,000.00	0.00	0.00
Total 313:		238,673.00	238,673.00	0.00	230,000.00	0.00	0.00
314		230,073100	230,073100	0.00	230,000100	0.00	0100
	LORIDA POWER & LIGHT TAX	280,000.00	280,000.00	178,759.13	280,000.00	0.00	0.00
100-314-431440 G	AS UTILITY TAX	9,965.00	9,965.00	9,707.91	14,562.00	0.00	0.00
Total 314:		289,965.00	289,965.00	188,467.04	294,562.00	0.00	0.00
315		45 000 00	45 000 00		45 000 00	0.00	
	OCAL COMMUNICATIONS SERVICE	15,000.00	15,000.00	7,438.40	15,000.00	0.00	0.00
Total 315:		15,000.00	15,000.00	7,438.40	15,000.00	0.00	0.00
320 L00-320-432100 BI	USINESS TAX RECEIPTS - TOWN	32,500.00	32,500.00	26,724.71	30,000.00	0.00	0.00
	USINESS TAX RECEIPTS - PBC	3,000.00	3,000.00	0.00	3,000.00	0.00	0.00
	UILDING PERMITS	1,626,191.00	1,626,191.00	1,031,830.92	2,214,157.00	0.00	0.00
	PL FRANCHISE FEES	43,882.00	43,882.00	23,089.28	52,000.00	0.00	0.00
	THER LICENSES/PERMITS	10,000.00	10,000.00	7,300.00	10,000.00	0.00	0.00
100-320-432901 B	UILDING PLAN REVIEW FEES	5,000.00	5,000.00	5,270.00	7,500.00	0.00	0.00
Total 320:		1,720,573.00	1,720,573.00	1,094,214.91	2,316,657.00	0.00	0.00
335		42.057.00	42.057.00		42.050.00		
	TATE REVENUE SHARING	13,057.00	13,057.00	7,980.20	12,850.00	0.00	0.00
	LCOHOLIC BEVERAGE	3,500.00	3,500.00	3,031.03	5,500.00	0.00	0.00
	NE-HALF CENT SALES TAX OTOR FUEL TAX REBATE	32,000.00 4,500.00	32,000.00 4,500.00	24,809.31 0.00	30,000.00 4,500.00	0.00 0.00	0.00
Total 335:	OTOK TOLL TAX KEBATE	53,057.00	53,057.00	35,820.54	52.850.00	0.00	0.00
10ta 1 333. 337		33,037.00	33,037.00	33,620.34	32,630.00	0.00	0.00
	NTERGOVERNMENTAL MISC GRANT	500.00	500.00	7.20	500.00	0.00	0.00
Total 337:		500.00	500.00	7.20	500.00	0.00	0.00
350							
	INES & FORFEITS-TOWN	1,000.00	1,000.00	636.00	1,000.00	0.00	0.00
	INES & FORFEITS-PBC	9,840.00	9,840.00	4,375.89	6,235.00	0.00	0.00
Total 350:		10,840.00	10,840.00	5,011.89	7,235.00	0.00	0.00
360	ETTI EMENTO	0.00	0.00	E1 0E4 44	0.00	0.00	0.00
	ETTLEMENTS NVESTMENT INTEREST	0.00 50,000.00	0.00 50,000.00	51,054.44 6,662.51	0.00 45,000.00	0.00 0.00	0.00 0.00
T00-200-420100 II	INVESTIMENT THIEKEST	30,000.00	30,000.00	0,002.31	43,000.00	0.00	0.00

			Calculations AS OT	09/30/2020			
GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-2 COMMISSION APPROVED
Fund: 100 GENER	DAI						
360	ML						
100-360-436603	911 REIMBURSABLE OPERATING CO	1,800.00	1,800.00	3,361.97	5,500.00	0.00	0.00
100-360-436605		0.00	0.00	16,028.00	0.00	0.00	0.00
100-360-436900		32,000.00	32,000.00	41,626.99	65,000.00	0.00	0.00
100-360-436909		6,000.00	6,000.00	0.00	6,000.00	0.00	0.00
Total 360:	•	89,800.00	89,800.00	118,733.91	121,500.00	0.00	0.00
380							
L00-380-434300	REIMBURSEMENT OF EXTRA DUTY	5,500.00	5,500.00	11,922.50	15,000.00	0.00	0.00
100-380-438200		4,000.00	4,000.00	4,000.00	2,000.00	0.00	0.00
100-380-438201		60,000.00	60,000.00	78,000.00	60,000.00	0.00	0.00
100-380-438202		18,000.00	18,000.00	0.00	18,000.00	0.00	0.00
Total 380:		87,500.00	87,500.00	93,922.50	95,000.00	0.00	0.00
511		0.,500.00	0.,500.00	33,322.33	33,000.00	3.33	0.00
100-511-533101	LEGAL SERVICES	10,000.00	10,000.00	6,062.50	10,000.00	0.00	0.00
100-511-533107		4,500.00	4,500.00	0.00	4,500.00	0.00	0.00
100-511-534999		10,000.00	10,000.00	17,884.80	10,000.00	0.00	0.00
Total 511:		(24,500.00)	(24,500.00)	(23,947.30)	(24,500.00)	0.00	0.00
513		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	(- ,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
.00-513-511100	EXECUTIVE SALARIES	215,000.00	215,000.00	172,361.30	195,000.00	0.00	0.00
00-513-511200		136,729.00	136,729.00	93,912.61	347,490.00	0.00	0.00
00-513-511204		0.00	0.00	0.00	4,800.00	0.00	0.00
.00-513-511400		2,000.00	500.00	0.00	2,000.00	0.00	0.00
.00-513-511900		40,400.00	47,284.15	47,284.15	3,000.00	0.00	0.00
.00-513-512100		30,457.00	30,457.00	25,769.00	42,250.00	0.00	0.00
.00-513-512200		60,000.00	60,000.00	30,059.78	75,000.00	0.00	0.00
	LIFE, HEALTH & DENTAL INSURA	61,652.00	96,652.00	71,810.34	165,421.00	0.00	0.00
.00-513-512400	· ·	400.00	400.00	356.99	658.00	0.00	0.00
.00-513-512600	457/401A MATCH PROGRAM	15,000.00	15,000.00	3,230.79	17,500.00	0.00	0.00
.00-513-533100	PROFESSIONAL SERVICES	111,050.00	102,550.00	55,607.78	205,000.00	0.00	0.00
.00-513-533101	LEGAL SERVICES	35,000.00	47,050.00	39,464.00	50,000.00	0.00	0.00
.00-513-533110	CODIFICATION	4,000.00	0.00	0.00	4,000.00	0.00	0.00
.00-513-533200	ACCOUNTING/AUDIT	22,550.00	22,550.00	11,500.00	26,700.00	0.00	0.00
.00-513-534101		4,000.00	4,000.00	4,139.90	7,500.00	0.00	0.00
.00-513-534200	•	1,300.00	1,300.00	1,051.50	1,920.00	0.00	0.00
.00-513-534300		13,000.00	13,000.00	9,292.76	14,520.00	0.00	0.00
.00-513-534400		1,300.00	1,300.00	776.37	1,600.00	0.00	0.00
.00-513-534500		177,300.00	177,300.00	133,555.64	200,335.00	0.00	0.00
00-513-534600		550.00	0.00	0.00	1,425.00	0.00	0.00
00-513-534601		570.00	570.00	875.26	2,544.00	0.00	0.00
00-513-534700		1,500.00	1,500.00	1,427.88	2,600.00	0.00	0.00
00-513-534701		0.00	0.00	0.00	1,500.00	0.00	0.00
00-513-534702		1,600.00	1,600.00	0.00	1,600.00	0.00	0.00
.00-513-534800		200.00	200.00	0.00	200.00	0.00	0.00
.00-513-534900		2,375.00	2,375.00	1,006.58	7,115.00	0.00	0.00
.00-513-534901		6,500.00	6,500.00	5,093.81	6,500.00	0.00	0.00
.00-513-534902		4,500.00	4,500.00	2,156.60	4,500.00	0.00	0.00
.00-513-534913		750.00	750.00	461.36	25,000.00	0.00	0.00
100-513-534917		1,000.00	1,000.00	750.00	2,250.00	0.00	0.00
100-213-232100	OFFICE SUPPLIES	5,000.00	5,000.00	2,523.55	5,000.00	0.00	0.00

			Calculations As Of				
GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-2 COMMISSION APPROVED
	•						
F und: 100 GENER 513	(AL						
100-513-535202	UNIFORMS	0.00	0.00	0.00	3,725.00	0.00	0.00
100-513-535204		0.00	0.00	0.00	4,200.00	0.00	0.00
100-513-535401		7,425.00	7,425.00	7,164.37	7,425.00	0.00	0.00
100-513-535402	MEETINGS/SCHOOL/CONFERENCES	2,000.00	2,000.00	1,876.85	6,500.00	0.00	0.00
100-513-535403	TRAVEL-MEETINGS/SCHOOLS/CONFE	6,000.00	2,500.00	54.05	17,975.00	0.00	0.00
100-513-535404	EDUCATIONAL ASSISTANCE	0.00	0.00	0.00	16,000.00	0.00	0.0
100-513-566400	CAPITAL EQUIPMENT	2,500.00	0.00	0.00	2,500.00	0.00	0.0
Total 513:	•	(973,608.00)	(1,006,992.15)	(723,563.22)	(1,483,253.00)	0.00	0.0
519							
00-519-533100	PROFESSIONAL SERVICES	10,000.00	7,974.03	3,381.34	10,000.00	0.00	0.0
100-519-533103	CONSULTING FEES/SOFTWARE SUPP	100,000.00	112,500.00	97,724.72	160,404.00	0.00	0.0
100-519-534100	· · · · · · · · · · · · · · · · · · ·	56,150.00	56,150.00	44,524.73	60,000.00	0.00	0.0
100-519-534600	REPAIRS & MAINTENANCE	1,000.00	250.00	0.00	1,450.00	0.00	0.0
100-519-534900	MISCELLANEOUSE EXPENSE	0.00	0.00	0.00	600.00	0.00	0.0
100-519-534901	SMALL EQUIPMENT	3,300.00	2,225.97	2,200.97	3,300.00	0.00	0.0
L00-519-535200	OPERATING SUPPLIES	150.00	0.00	0.00	500.00	0.00	0.0
Total 519:		(170,600.00)	(179,100.00)	(147,831.76)	(236,254.00)	0.00	0.0
21							
.00-521-511200	REGULAR SALARIES	1,182,442.00	1,182,442.00	928,453.52	1,575,566.00	0.00	0.0
.00-521-511201	FUEL STIPEND	24,000.00	24,000.00	14,233.01	12,800.00	0.00	0.0
L00-521-511300	DISPATCH SALARIES	317,810.00	317,810.00	247,822.48	367,425.00	0.00	0.0
LOO-521-511350	PART TIME POLICE OFFICERS SAL	369,720.00	369,720.00	176,955.18	137,820.00	0.00	0.0
L00-521-511400	OVERTIME	60,000.00	60,000.00	45,975.12	72,000.00	0.00	0.0
L00-521-511500	INCENTIVE PAY	10,000.00	10,000.00	4,472.06	10,000.00	0.00	0.0
100-521-511501	IN SERVICE TRAINING	15,000.00	15,000.00	3,282.36	15,000.00	0.00	0.0
L00-521-511600	EXTRA DUTY PAY	5,500.00	5,500.00	6,600.00	6,500.00	0.00	0.0
100-521-511900	EMPLOYEE SERVICE PROGRAM	95,500.00	94,803.19	98,750.11	0.00	0.00	0.0
100-521-512100	FICA/MEDICARE TAXES	157,282.00	157,282.00	117,439.79	167,100.00	0.00	0.0
100-521-512200	RETIREMENT CONTRIBUTION	315,000.00	315,000.00	231,051.98	325,000.00	0.00	0.0
100-521-512300	LIFE, HEALTH & DENTAL INSURA	271,138.00	271,138.00	192,343.69	688,490.00	0.00	0.0
100-521-512400	WORKERS' COMPENSATION	39,000.00	39,000.00	37,639.35	50,005.00	0.00	0.0
L00-521-512600	457/401A MATCH PROGRAM	55,000.00	55,000.00	35,155.77	67,500.00	0.00	0.0
100-521-533101	LEGAL SERVICES	15,000.00	15,000.00	9,930.00	15,000.00	0.00	0.0
L00-521-533104	HIRING/PROCESSING FEES	3,000.00	10,446.92	6,477.92	4,910.00	0.00	0.0
L00-521-534200	CELL PHONES/PAGERS	3,000.00	3,000.00	1,270.00	8,100.00	0.00	0.0
L00-521-534302	GATEHOUSE ELECTRIC	1,800.00	1,800.00	978.39	2,160.00	0.00	0.0
LOO-521-534550	LAW ENFORCEMENT LIABILITY	34,280.00	34,280.00	27,358.00	41,050.00	0.00	0.0
100-521-534600	REPAIRS & MAINTENANCE	4,000.00	4,000.00	1,693.00	4,810.00	0.00	0.0
100-521-534601	VEHICLE REPAIR & MAINTENACE	30,500.00	30,500.00	18,414.79	38,990.00	0.00	0.0
00-521-534602	REPAIR/MAINTENANCE-RADIOS	600.00	600.00	0.00	600.00	0.00	0.0
.00-521-534603		5,000.00	4,500.00	2,368.03	5,235.00	0.00	0.0
.00-521-534604		289,476.00	289,476.00	128,200.16	186,600.00	0.00	0.0
L00-521-534605		1,520.00	1,520.00	328.75	10,625.00	0.00	0.0
100-521-534700		250.00	250.00	233.65	3,300.00	0.00	0.0
100-521-534800	PROMOTIONAL ACTIVITIES	1,800.00	1,800.00	940.39	1,300.00	0.00	0.0
100-521-534900		1,200.00	1,200.00	643.81	1,200.00	0.00	0.0
100-521-534901		10,000.00	5,000.00	1,709.78	14,000.00	0.00	0.0
100-521-534903		0.00	0.00	9,527.91	0.00	0.00	0.0
100-521-534914		4,000.00	4,000.00	19.95	4,000.00	0.00	0.0

			carcaractons As c	1 03/30/2020			
GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-26 COMMISSION APPROVED
	•						
Fund: 100 GENER	RAL .						
521 100-521-535100	OFFICE SUPPLIES	6,000.00	3,500.00	2,308.32	6,000.00	0.00	0.00
100-521-535202	UNIFORMS	10,000.00	15,000.00	8,142.36	13,000.00	0.00	0.00
100-521-535202	UNIFORM MAINTENANCE	7,750.00	7,750.00	4,443.68	7,500.00	0.00	0.00
100-521-535204		33,000.00	33,000.00	19,816.66	42,000.00	0.00	0.00
100-521-535206		1,100.00	600.00	116.06	1,100.00	0.00	0.00
100-521-535401		1,500.00	1,500.00	1,588.04	2,220.00	0.00	0.00
100-521-535402	MEETINGS/SCHOOL/CONFERENCES	4,500.00	4,500.00	1,551.01	4,500.00	0.00	0.00
	TRAVEL-MEETINGS/SCHOOLS/CONFE	2,800.00	2,800.00	1,054.42	5,300.00	0.00	0.00
.00-521-535404		3,000.00	0.00	0.00	8,000.00	0.00	0.00
.00-521-535405		500.00	500.00	500.00	500.00	0.00	0.00
.00-521-535406		2,100.00	2,100.00	1,304.98	4,900.00	0.00	0.00
.00-521-566400	CAPITAL EQUIPMENT	2,000.00	1,053.08	0.00	2,000.00	0.00	0.00
.00-521-583000		0.00	0.00	(554.04)	0.00	0.00	0.00
.00-521-583001		1,400.00	1,400.00	1,156.00	2,200.00	0.00	0.00
Total 521:		(3,398,468.00)	(3,397,771.19)	(2,391,696.44)	(3,936,306.00)	0.00	0.00
		(3,330,100.00)	(3,337,771.13)	(2,331,030.11)	(3,330,300.00)	0.00	0.00
.00-522-533406	FIRE RESCUE SERVICES	2,222,066.00	2,222,066.00	1,666,551.00	2,222,066.00	0.00	0.00
	FIRE RESCUE SERVICES						
Total 522:		(2,222,066.00)	(2,222,066.00)	(1,666,551.00)	(2,222,066.00)	0.00	0.00
24 .00-524-511200	REGULAR SALARIES	207,295.00	207,295.00	217,364.16	412,275.00	0.00	0.00
.00-524-511450			29,120.00	11,340.00	0.00	0.00	0.00
00-524-511900	EMPLOYEE SERVICE PROGRAM	29,120.00 10,400.00	6,192.42	6,192.42	2,000.00	0.00	0.00
00-524-511900		16,654.00	16,654.00	16,597.16	31,692.00	0.00	0.00
	RETIREMENT CONTRIBUTION	8,000.00	8,000.00	8,000.00	25,000.00	0.00	0.00
00-524-512300		79,702.00	44,702.00	8,292.27	135,181.00	0.00	0.00
00-524-512400	•	215.00	215.00	136.87	658.00	0.00	0.00
00-524-512500		0.00	0.00	3,300.00	0.00	0.00	0.00
00-524-512600		5,000.00	5,000.00	0.00	10,000.00	0.00	0.00
00-524-512600		28,000.00	28,000.00	26,728.95	50,140.00	0.00	0.00
00-524-533101		60,000.00	60,000.00	47,637.50	45,000.00	0.00	0.00
		-	-	The second secon			
00-524-533102 00-524-533103		64,750.00 4,200.00	64,750.00 4,200.00	22,100.00 4,283.36	55,000.00 0.00	0.00 0.00	0.00 0.00
00-524-533130	CONSULTING FEES/SOFTWARE SUPP	0.00	0.00			0.00	0.00
00-524-533130		3,000.00	3,000.00	0.00 1,253.03	60,000.00 2,500.00	0.00	0.00
	CELL PHONES/PAGERS	1,500.00	1,500.00	795.00	1,500.00	0.00	0.00
00-524-534600		40,000.00	40,000.00	7,760.35	40,000.00	0.00	0.00
	VEHICLE REPAIR & MAINTENACE	0.00	0.00	0.00	3,465.00	0.00	0.00
00-524-534601 00-524-534700		3,700.00	3,700.00	601.23	3,300.00	0.00	0.00
00-524-534900		125.00	125.00	109,154.91	· ·	0.00	0.00
		500.00		The state of the s	26,500.00		
00-524-534901	•		500.00	59.98	3,200.00	0.00	0.00
00-524-534902 00-524-534917	LEGAL ADS & OTHERS	2,500.00	2,500.00 0.00	0.00 0.00	750.00	0.00	0.00 0.00
		0.00			1,000.00	0.00	
00-524-535100 00-524-535202		1,000.00 500.00	1,000.00 500.00	1,154.57 1,039.00	2,500.00 1,800.00	0.00 0.00	0.00 0.00
.00-524-535202	UNIFORMS		0.00	•	-	0.00	
00-524-535401		0.00		0.00	4,200.00		0.00
	DUES & SUBSCRIPTIONS	900.00	900.00	175.09	1,520.00	0.00	0.00
.00-524-535402 .00-524-535403	MEETINGS/SCHOOL/CONFERENCES	1,025.00 2,700.00	1,025.00 2,700.00	1,115.24 8.78	7,650.00	0.00 0.00	0.00 0.00
					20,250.00		
100-524-566400	CAPITAL EQUIPMENT	17,500.00	17,500.00	7,457.83	2,000.00	0.00	0.00

		24-25 Original Budget	24-25 Amended Budget	24-25 Activity	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-2 COMMISSION APPROVED
GL Number	Description	or iginar baagee	Amenaea Baagee	Accivity	TROTOSED BODGET	THANCE RECOMENDED	COMMISSION ATTROVED
Fund: 100 GENE 524	RAL						
Total 524:		(588,286.00)	(549,078.42)	(502,547.70)	(949,081.00)	0.00	0.00
		(300,200.00)	(349,076.42)	(302,347.70)	(949,001.00)	0.00	0.00
525	DECILI AD CALABTES	0.00	0.00	10 700 12	0.00	0.00	0.00
L00-525-511200 L00-525-511400		0.00 0.00	0.00 0.00	10,799.12 9,620.77	0.00 0.00	0.00 0.00	0.00 0.00
100-525-511400		0.00	0.00	1,504.66	0.00	0.00	0.00
L00-525-512100 L00-525-534900		10,000.00	10,000.00	0.00	10,000.00	0.00	0.00
Total 525:	MISCELLANEOUSE EXTENSE	(10,000.00)	(10,000.00)	(21,924.55)	(10,000.00)	0.00	0.00
		(10,000.00)	(10,000.00)	(21,924.33)	(10,000.00)	0.00	0.00
34		142 500 00	143 500 00	06 370 50	102 210 00	0.00	0.00
.00-534-511200		143,598.00	143,598.00	96,270.59	103,218.00	0.00	0.00
100-534-511400		0.00	0.00	0.00	51,025.00	0.00	0.00
.00-534-511900		7,180.00	5,200.24	5,200.24	0.00	0.00	0.00
.00-534-512100	•	11,535.00	11,535.00	8,225.60	11,800.00	0.00	0.00
.00-534-512300 .00-534-512400		500.00 7,300.00	500.00 7,300.00	70.00 7,161.96	500.00 9,755.00	0.00 0.00	0.00
.00-534-534304		2,000.00	2,000.00	1,186.96	2,000.00	0.00	0.00
.00-534-534400		450.00	450.00	0.00	450.00	0.00	0.00
.00-534-534601	· · · · · · · · · · · · · · · · · · ·	10,000.00	10,000.00	10,873.33	10,000.00	0.00	0.00
.00-534-535202		0.00	0.00	0.00	600.00	0.00	0.00
00-534-535204		4,500.00	4,500.00	1,140.87	4,500.00	0.00	0.00
.00-534-536205		2,000.00	2,000.00	1,474.20	54,152.00	0.00	0.00
100-534-566400	·	5,000.00	5,000.00	0.00	2,000.00	0.00	0.00
Total 534:		(194,063.00)	(192,083.24)	(131,603.75)	(250,000.00)	0.00	0.00
539		(25.,000.00)	(101,00011.)	(===, ======	(250,000.00)	0.00	0.00
100-539-511200	REGULAR SALARIES	40,040.00	40,040.00	32,841.50	49,853.00	0.00	0.00
100-539-511900		2,015.00	2,015.00	2,002.00	0.00	0.00	0.00
100-539-512100		3,992.00	3,992.00	2,783.15	4,667.00	0.00	0.00
.00-539-512300	•	10,132.00	10,132.00	8,060.17	11,150.00	0.00	0.00
.00-539-512400		820.00	820.00	708.11	1,084.00	0.00	0.00
100-539-533402		16,300.00	16,300.00	6,395.31	12,000.00	0.00	0.00
.00-539-533403	GROUNDS MAINTENANCE	35,000.00	35,000.00	27,094.18	38,000.00	0.00	0.00
.00-539-534601	VEHICLE REPAIR & MAINTENACE	600.00	600.00	63.00	600.00	0.00	0.00
.00-539-534900	MISCELLANEOUSE EXPENSE	4,500.00	4,500.00	717.85	3,000.00	0.00	0.00
.00-539-535202	UNIFORMS	450.00	450.00	380.00	450.00	0.00	0.00
100-539-535204	GAS & OIL	0.00	0.00	0.00	500.00	0.00	0.00
L00-539-566400	CAPITAL EQUIPMENT	0.00	0.00	0.00	71,500.00	0.00	0.00
Total 539:		(113,849.00)	(113,849.00)	(81,045.27)	(192,804.00)	0.00	0.00
541							
	STREET LIGHTS	6,300.00	6,300.00	10,424.90	7,800.00	0.00	0.00
100-541-535300	REPAIR/MAINTENANCE-ROADS/SIDE	5,000.00	5,000.00	314.76	57,000.00	0.00	0.00
Total 541:		(11,300.00)	(11,300.00)	(10,739.66)	(64,800.00)	0.00	0.00
81 .00-581-591000	THITCHCHAID TRANSCER	E4 000 00	E4 000 00	E4 000 00	E4 000 00	0.00	0.00
	INTERFUND TRANSFER TRANSFER TO UTILITY	54,000.00 848,919.00	54,000.00 848,919.00	54,000.00	54,000.00 0.00	0.00	0.00
	INMINISTER IN UITLIT			848,919.00			
Total 581:		(902,919.00)	(902,919.00)	(902,919.00)	(54,000.00)	0.00	0.00
590 100-590-566400	CAPITAL EQUIPMENT	164,638.00	164,638.00	80,383.80	89,500.00	0.00	0.00

		24-25 Original Budget	24-25 Amended Budget	24-25 Activity	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-26 COMMISSION APPROVED
GL Number Desc	cription		_				
Fund: 100 GENERAL 590							
100-590-566401 CAPI	ITAL EQUIPMENT-VEHICLES	265,245.00	265,245.00	60,021.80	389,542.00	0.00	0.00
100-590-566402 CAPI	ITAL IMPROVEMENTS	77,250.00	77,250.00	45,493.43	317,500.00	0.00	0.00
Total 590:		(507,133.00)	(507,133.00)	(185,899.03)	(796,542.00)	0.00	0.00
Fund 100 - GENERAL:							
TOTAL ESTIMATED REVE	ENUES	9,116,792.00	9,116,792.00	1,581,445.25	10,219,606.00	0.00	0.00
TOTAL APPROPRIATIONS	S	9,116,792.00	9,116,792.00	6,789,529.96	10,219,606.00	0.00	0.00
NET OF REVENUES & AF	PPROPRIATIONS:	0.00	0.00	(5,208,084.71)	0.00	0.00	0.00

		Carculations AS Of	09/30/2020			
GL Number Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-26 COMMISSION APPROVED
Fund: 101 LIBRARY						
347						
101-347-434711 DUES	6,000.00	6,000.00	5,800.00	6,500.00	0.00	0.00
101-347-434712 DONATIONS	15,000.00	15,000.00	1,845.00	10,000.00	0.00	0.00
101-347-436901 APPROPRIATED FUND BALANCE	13,000.00	13,000.00	0.00	13,000.00	0.00	0.00
101-347-436905 COMMUNITY/RECREATION EVENTS	5,000.00	5,000.00	5,300.00	14,180.00	0.00	0.00
101-347-438100 INTERFUND TRANSFER	54,000.00	54,000.00	54,000.00	54,000.00	0.00	0.00
Total 347:	93,000.00	93,000.00	66,945.00	97,680.00	0.00	0.00
571						
101-571-436905 COMMUNITY/RECREATION EVENTS	0.00	0.00	(2,520.00)	0.00	0.00	0.00
101-571-511200 REGULAR SALARIES	21,413.00	21,413.00	13,093.58	23,664.00	0.00	0.00
101-571-512100 FICA/MEDICARE TAXES	1,638.00	1,638.00	877.18	1,810.00	0.00	0.00
101-571-512400 WORKERS' COMPENSATION	65.00	65.00	53.59	71.00	0.00	0.00
101-571-533103 CONSULTING FEES/SOFTWARE SUF	PP 2,500.00	2,500.00	1,610.03	3,180.00	0.00	0.00
101-571-534100 TELEPHONE/DATA LINES	4,200.00	4,200.00	2,338.18	4,380.00	0.00	0.00
101-571-534101 POSTAGE	0.00	0.00	0.00	250.00	0.00	0.00
101-571-534300 ELECTRIC/GAS SERVICE	1,600.00	1,600.00	1,600.00	2,000.00	0.00	0.00
101-571-534304 SOLID WASTE/DEBRIS	650.00	650.00	433.64	650.00	0.00	0.00
101-571-534600 REPAIRS & MAINTENANCE	6,424.00	6,424.00	5,655.25	5,250.00	0.00	0.00
101-571-534700 PRINTING	0.00	0.00	0.00	775.00	0.00	0.00
101-571-534900 MISCELLANEOUSE EXPENSE	250.00	250.00	0.00	250.00	0.00	0.00
101-571-534901 SMALL EQUIPMENT	1,250.00	1,250.00	259.94	250.00	0.00	0.00
101-571-534911 LECTURE/COMMUNITY EVENTS	45,550.00	45,550.00	23,763.70	43,500.00	0.00	0.00
101-571-535100 OFFICE SUPPLIES	160.00	160.00	47.97	150.00	0.00	0.00
101-571-535402 MEETINGS/SCHOOL/CONFERENCES	300.00	300.00	0.00	0.00	0.00	0.00
101-571-535410 BOOKS/DVD'S/TAPES	5,500.00	5,500.00	2,970.66	5,000.00	0.00	0.00
101-571-566405 STRAUSS/REFURBISHMENT DONATI	1,500.00	1,500.00	4,200.00	6,500.00	0.00	0.00
Total 571:	(93,000.00)	(93,000.00)	(59,423.72)	(97,680.00)	0.00	0.00
Fund 101 - LIBRARY:						
TOTAL ESTIMATED REVENUES	93,000.00	93,000.00	64,425.00	97,680.00	0.00	0.00
TOTAL APPROPRIATIONS	93,000.00	93,000.00	56,903.72	97,680.00	0.00	0.00
NET OF REVENUES & APPROPRIATIONS:	0.00	0.00	7,521.28	0.00	0.00	0.00

		24-25		24-25	25-26	25-26	25-26
GL Number	Description	Original Budget	Amended Budget	Activity	PROPOSED BUDGET	FINANCE RECCOMENDED	COMMISSION APPROVED
Fund: 400 UTIL:	ITY						
337		1 425 000 00	1 425 000 00	112 245 00	0.00	0.00	0.00
400-337-433722	GRANTS	1,425,000.00	1,425,000.00	113,345.00	0.00	0.00	0.00
Total 337:		1,425,000.00	1,425,000.00	113,345.00	0.00	0.00	0.00
340							
400-340-434303		1,800,000.00	1,800,000.00	1,083,411.53	2,593,000.00	0.00	0.00
400-340-434305		300,000.00	300,000.00	120,468.99	326,000.00	0.00	0.00
400-340-434306		10,000.00	10,000.00	1,265.00	10,000.00	0.00	0.00
400-340-434307		1,600.00	1,600.00	59,576.16	22,000.00 500.00	0.00	0.00
400-340-434308 400-340-434311		500.00 4,250.00	500.00 4,250.00	480.00 5,359.64	4,250.00	0.00 0.00	0.00 0.00
	LATE FEES/FENALTIES			<u> </u>			
Total 340:		2,116,350.00	2,116,350.00	1,270,561.32	2,955,750.00	0.00	0.00
360 400-360-436100	INVESTMENT INTEREST	15,795.00	15,795.00	0.00	15,795.00	0.00	0.00
400-360-436101		50.00	50.00	0.00	50.00	0.00	0.00
400-360-436102		15.00	15.00	0.00	15.00	0.00	0.00
400-360-436103		1,500.00	1,500.00	0.00	1,500.00	0.00	0.00
Total 360:		17,360.00	17,360.00	0.00	17,360.00	0.00	0.00
380		•	•		,		
400-380-438990	OTHER NON OPERATING SOURC	5,630,050.00	5,630,050.00	0.00	0.00	0.00	0.00
Total 380:		5,630,050.00	5,630,050.00	0.00	0.00	0.00	0.00
525							
400-525-511200	REGULAR SALARIES	0.00	0.00	3,206.98	0.00	0.00	0.00
400-525-511400	OVERTIME	0.00	0.00	2,855.68	0.00	0.00	0.00
400-525-512100	FICA/MEDICARE TAXES	0.00	0.00	459.01	0.00	0.00	0.00
Total 525:		0.00	0.00	(6,521.67)	0.00	0.00	0.00
533							
400-533-511200	REGULAR SALARIES	511,448.00	511,448.00	400,358.00	534,612.00	0.00	0.00
400-533-511400		20,000.00	20,000.00	11,134.52	3,000.00	0.00	0.00
400-533-511900		28,450.00	28,450.00	22,866.10	5,000.00	0.00	0.00
400-533-512100	•	42,832.00	42,832.00	33,289.57	41,510.00	0.00	0.00
400-533-512200		92,061.00	92,061.00	66,662.96	92,061.00	0.00	0.00
400-533-512300 400-533-512400	· · · · · · · · · · · · · · · · · · ·	136,028.00	136,028.00	60,474.62	135,065.00	0.00	0.00
400-533-512400		12,240.00 25,000.00	12,240.00 25,000.00	12,240.00 13,978.87	12,380.00 25,000.00	0.00 0.00	0.00 0.00
400-533-512000		130,000.00	130,000.00	71,472.67	562,640.00	0.00	0.00
400-533-533101		7,500.00	7,500.00	3,125.00	7,500.00	0.00	0.00
400-533-533103		34,500.00	34,500.00	22,634.54	32,460.00	0.00	0.00
400-533-533200		12,000.00	12,000.00	12,000.00	12,700.00	0.00	0.00
400-533-533401	LAB TESTING FEES	35,000.00	35,000.00	24,488.40	47,265.00	0.00	0.00
	TELEPHONE/DATA LINES	17,000.00	17,000.00	12,359.68	28,000.00	0.00	0.00
400-533-534101		2,750.00	2,750.00	1,997.38	3,780.00	0.00	0.00
400-533-534200		3,200.00	3,200.00	2,554.50	3,612.00	0.00	0.00
400-533-534300	The state of the s	155,228.00	155,228.00	105,639.00	169,800.00	0.00	0.00
400-533-534304	· · · · · · · · · · · · · · · · · · ·	6,750.00	6,750.00	5,066.47	11,275.00	0.00	0.00
400-533-534400		3,500.00	3,500.00	776.38	2,315.00	0.00	0.00
400-533-534500		204,000.00	204,000.00	149,625.00	219,240.00	0.00	0.00
400-533-534600		46,000.00	46,000.00	29,375.16	48,600.00	0.00	0.00
400-533-534601	VEHICLE REPAIR & MAINTENACE	5,000.00	5,000.00	3,985.69	8,920.00	0.00	0.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-26 COMMISSION APPROVED
Fund: 400 UTILI	ITY						
533							
400-533-534700		3,800.00	3,800.00	1,556.54	4,500.00	0.00	0.00
400-533-534800	PROMOTIONAL ACTIVITIES	250.00	250.00	0.00	250.00	0.00	0.00
400-533-534900		1,500.00	1,500.00	1,039.08	2,000.00	0.00	0.00
400-533-534901		5,000.00	5,000.00	3,633.09	26,630.00	0.00	0.00
400-533-534902		4,700.00	4,700.00	0.00	3,000.00	0.00	0.00
400-533-534905		60,000.00	60,000.00	60,000.00	60,000.00	0.00	0.00
400-533-535100		2,800.00	2,800.00	179.53	3,200.00	0.00	0.00
400-533-535200		65,000.00	65,000.00	12,111.14	54,125.00	0.00	0.00
400-533-535201		185,000.00	185,000.00	140,118.05	170,000.00	0.00	0.00
400-533-535202		5,000.00	5,000.00	1,673.29	5,050.00	0.00	0.00
400-533-535204		33,000.00	33,000.00	18,625.37	37,950.00	0.00	0.00
400-533-535401		13,000.00	13,000.00	7,888.13	14,000.00	0.00	0.00
400-533-535402		2,100.00	2,100.00	1,338.00	3,650.00	0.00	0.00
400-533-535403		1,500.00	1,500.00	51.08	2,640.00	0.00	0.00
400-533-563000	RENEWAL & REPLACEMENT	275,000.00	275,000.00	76,073.03	377,000.00	0.00	0.00
400-533-566400	•	25,000.00	25,000.00	0.00	0.00	0.00	0.00
400-533-573000	STATE LOAN REPAYMENT	475,000.00	475,000.00	228,213.25	281,580.00	0.00	0.00
Total 533:		(2,688,137.00)	(2,688,137.00)	(1,618,604.09)	(3,052,310.00)	0.00	0.00
535							
400-535-511200		19,671.00	19,671.00	0.00	23,008.00	0.00	0.00
400-535-511400		0.00	0.00	0.00	10,000.00	0.00	0.00
400-535-512100		1,505.00	1,505.00	0.00	1,760.00	0.00	0.00
400-535-512200		3,500.00	3,500.00	3,475.28	4,500.00	0.00	0.00
400-535-533100		124,000.00	159,000.00	148,038.62	135,000.00	0.00	0.00
400-535-533101		102,000.00	102,000.00	625.00	80,000.00	0.00	0.00
400-535-533200		3,500.00	3,500.00	3,500.00	3,400.00	0.00	0.00
400-535-534300		2,000.00	2,000.00	1,037.92	3,000.00	0.00	0.00
400-535-534309		138,000.00	138,000.00	90,123.92	172,255.00	0.00	0.00
400-535-534600		16,000.00	16,000.00	3,958.19	14,000.00	0.00	0.00
400-535-534906	WASTEWATER MANAGEMENT FEE	18,000.00	18,000.00	18,000.00	18,000.00	0.00	0.00
400-535-563000	RENEWAL & REPLACEMENT	38,000.00	38,000.00	5,503.00	42,500.00	0.00	0.00
Total 535:		(466,176.00)	(501,176.00)	(274,261.93)	(507,423.00)	0.00	0.00
536							
400-536-511200		35,845.00	35,845.00	17,733.43	40,566.00	0.00	0.00
400-536-511400		0.00	0.00	0.00	7,000.00	0.00	0.00
400-536-512100		2,742.00	2,742.00	1,302.49	3,639.00	0.00	0.00
400-536-512400		1,360.00	1,360.00	1,360.00	1,376.00	0.00	0.00
400-536-533100	PROFESSIONAL SERVICES	40,000.00	5,000.00	0.00	30,000.00	0.00	0.00
400-536-534400		2,600.00	2,600.00	0.00	2,900.00	0.00	0.00
400-536-534600		32,000.00	32,000.00	1,627.67	32,000.00	0.00	0.00
	VEHICLE REPAIR & MAINTENACE	0.00	0.00	0.00	7,864.00	0.00	0.00
400-536-534900		800.00	800.00	140.00	500.00	0.00	0.00
400-536-534901	•	1,250.00	1,250.00	274.99	1,250.00	0.00	0.00
400-536-534904		4,000.00	4,000.00	4,000.00	2,000.00	0.00	0.00
400-536-535200		5,800.00	5,800.00	2,653.11	5,800.00	0.00	0.00
400-536-535202		750.00	750.00	111.90	750.00	0.00	0.00
400-536-535204		0.00	0.00	0.00	1,800.00	0.00	0.00
400-536-563000	RENEWAL & REPLACEMENT	32,000.00	32,000.00	9,618.50	32,000.00	0.00	0.00

		24-25	24-25	24-25	25-26	25-26	25-26
GL Number	Description	Original Budget	Amended Budget	Activity	PROPOSED BUDGET	FINANCE RECCOMENDED	COMMISSION APPROVED
Fund: 400 UTIL	ITY						
536							
Total 536:		(159,147.00)	(124, 147.00)	(38,822.09)	(169,445.00)	0.00	0.00
581							
400-581-438100	INTERFUND TRANSFER	848,919.00	848,919.00	848,919.00	4,411,068.00	0.00	0.00
Total 581:		848,919.00	848,919.00	848,919.00	4,411,068.00	0.00	0.00
590							
400-590-566400	CAPITAL EQUIPMENT	8,220.00	8,220.00	0.00	20,000.00	0.00	0.00
400-590-566401	CAPITAL EQUIPMENT-VEHICLES	72,000.00	72,000.00	67,382.65	70,000.00	0.00	0.00
400-590-566402	CAPITAL IMPROVEMENTS	332,000.00	332,000.00	156,752.14	985,000.00	0.00	0.00
400-590-566403	WELL FIELD DEVELOPMENT	102,000.00	102,000.00	0.00	80,000.00	0.00	0.00
400-590-566404	SEWER CAPITAL IMPROVEMENTS	6,209,999.00	6,209,999.00	50,270.85	2,500,000.00	0.00	0.00
Total 590:		(6,724,219.00)	(6,724,219.00)	(274,405.64)	(3,655,000.00)	0.00	0.00
Fund 400 - UTI	LITY:						
TOTAL ESTIMATE	D REVENUES	10,037,679.00	10,037,679.00	2,232,825.32	7,384,178.00	0.00	0.00
TOTAL APPROPRIA	ATIONS	10,037,679.00	10,037,679.00	2,212,615.42	7,384,178.00	0.00	0.00
NET OF REVENUES	S & APPROPRIATIONS:	0.00	0.00	20,209.90	0.00	0.00	0.00
Report Totals:					_	_	
TOTAL ESTIMATE	D REVENUES - ALL FUNDS	19,247,471.00	19,247,471.00	3,878,695.57	17,701,464.00	0.00	0.00
	ATIONS - ALL FUNDS	19,247,471.00	19,247,471.00	9,059,049.10	17,701,464.00	0.00	0.00
NET OF REVENUES	S & APPROPRIATIONS:	0.00	0.00	(5,180,353.53)	0.00	0.00	0.00

BUDGET FOOTNOTES REPORT FOR TOWN OF MANALAPAN

GL Number Notes	Description	25-26 PROPOSED BUDGET	25-26 FINANCE RECCOMENDED	25-26 COMMISSION APPROVED
Calculation Note	es	BUDGET	RECCOMENDED	APPROVED
590				
100 100-590-566400 TH A/C Replace	CAPITAL EQUIPMENT	9,500.00	0.00	0.00
LPR Cameras/Rad	ios	60,000.00	0.00	0.00
CCTV Cameras		10,000.00	0.00	0.00
Ipads for Commi	ssioners	10,000.00	0.00	0.00
Totals For 100-	590-566400	89,500.00	0.00	0.00
100-590-566401 Chief - 2025 Ch	CAPITAL EQUIPMENT-VEHICLES evy Tahoe - 2WD	50,976.00	0.00	0.00
Chief - Extende	d warranty	3,885.00	0.00	0.00
Chief - Tag/ Ti	tle	117.00	0.00	0.00
Chief - Equipme	nt	6,401.00	0.00	0.00
Chief - Misc It	ems - Tint, etc.	1,000.00	0.00	0.00
Fleet - 2025 Ch	evy Tahoe - 2WD	152,928.00	0.00	0.00
Fleet - Extende	d warranty	11,655.00	0.00	0.00
Fleet - Tag/ Ti	tle	351.00	0.00	0.00
Fleet - Equipme	nt	13,500.00	0.00	0.00
Fleet - Window	Tint/Seat Covers	1,500.00	0.00	0.00
Fleet - Graphic	s	2,700.00	0.00	0.00
Fleet - Misc Eq	uip - Docking Station, Wifi Anteennas	6,591.00	0.00	0.00
Fleet - 15% Tta	rriff	22,938.00	0.00	0.00
Vehicle Replace	ment Program	80,000.00	0.00	0.00
Totals For 100-	590-566401	354,542.00	0.00	0.00
	CAPITAL IMPROVEMENTS A - Conceptual & Design Tasks	100,000.00	0.00	0.00
LER Traffic Con	gestion Mitigation	50,000.00	0.00	0.00
Sidewalk Repair	s	10,000.00	0.00	0.00
Various Plantin	g Replacments	5,000.00	0.00	0.00
Tranquility Par	k	2,500.00	0.00	0.00
Guard House Rem	ode1	150,000.00	0.00	0.00
Totals For 100-	590-566402	317,500.00	0.00	0.00
Total 100:		761,542.00	0.00	0.00
Total 590:		761,542.00	0.00	0.00

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TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date:	July 8 th , 2025
Agenda Item No.:	RA - b.v
Agenda Item Name:	Discussion about Generators
ACTION REQUESTED:	Discussion Approval
BACKGROUND:	

Currently, the Town's Code requires that generators receive review and approval by the Architectural Commission (ARCOM) prior to issuance of a building permit. The Code already outlines specific requirements for generator placement, including setbacks and screening standards intended to minimize visual and auditory impacts on neighboring properties.

Concerns have been raised regarding the additional step of ARCOM review, particularly during hurricane season when residents may be trying to install generators in a timely manner.

Staff seeks direction from the Commission on whether the current ARCOM review requirement should be reconsidered or modified — such as allowing administrative approval for codecompliant generators — in order to streamline the permitting process while still maintaining the Town's aesthetic standards.

ATTACHMENTS:

• n/a



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: July 8th, 2025

Agenda Item No.: PH - a

Agenda Item Name: Ordinance #396

ACTION REQUESTED: Discussion Action

BACKGROUND:

Ordinance #396 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXTEND THE DURATION OF AN APPROVAL FROM 12 TO 24 MONTHS AND TO APPLY STOP WORK ORDER AUTHORITY FOR WORK DONE PRIOR TO REQUIRED APPROVAL PURSUANT TO THE TO THE NEWLY ADOPTED ADMINISTRATIVE APPROVAL PROCESS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. (Second Reading)

At the May 1st, 2025 Architectural Commission meeting, the Commission discussed the fact that they were reviewing applications that had already received approvals. It was discussed that the current duration of 12 months for ARCOM approvals was less realistic to achieve with the other regulatory agencies taking longer than expected. The Architectural Commission suggests to the Town Commission extend ARCOM approvals from 12 months to 24 months. This item was approved on First Reading at the May 20th, 2025 TCOM meeting.

ATTACHMENT:

Ordinance #396

ORDINANCE NO. 396

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXTEND THE DURATION OF AN APPROVAL FROM 12 TO 24 MONTHS AND TO APPLY STOP WORK ORDER AUTHORITY FOR WORK DONE PRIOR TO REQUIRED APPROVAL PURSUANT TO THE TO THE NEWLY ADOPTED ADMINISTRATIVE APPROVAL PROCESS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Town Architectural Commission is charged with review of most development applications to assure compliance with the Town's architectural criteria which are codified in the Town's Code of Ordinances at Sec. 152.24; and

WHEREAS, current architectural commission approvals expire and become void if a building permit has not been obtained within 12 months of the approval; and

WHEREAS, as a result of current development and construction material supply and labor issues, the Town has been required to re-process multiple prior Architectural Commission approvals which were not able to meet the 12 month deadline through no fault of the applicant; and

WHEREAS, the Architectural Commission has recommended to the Town Commission that the 12 month approval period be extended to 24 months; and

WHEREAS, the Town Commission desires to accept the recommendation of the Architectural Commission and extend the 12 month deadline to a 24 month deadline; and

WHEREAS, in addition the Town Commission desires to apply stop work order authority for work done prior to required approval pursuant to the to the newly adopted administrative approval process in the same manner that it applies to work that is done prior to actual architectural commission approval when such approval is required; and

WHEREAS, the Town Commission has determined that these proposed revisions to its building code are in the best interests of the citizens of the Town of Manalapan.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, THAT:

<u>Section 1.</u> The foregoing recitals are hereby adopted as the legislative findings of the Town Commission and are hereby made a part of this ordinance as if they were fully stated in this section.

<u>Section 2.</u> The Code of Ordinances of the Town of Manalapan, Florida, is hereby amended at Chapter 152. Building Regulations. Section 152.21. Approval and Duration of Approval, Architectural Review Prerequisite to Permits, Stop Work Orders. to extend the duration of an approval from 12 to 24 months, and to apply stop work order authority for work done prior to required approval pursuant to the to the newly adopted administrative approval process; providing that Sec. 152.21 shall hereafter read as follows:

Sec. 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS.

(A) General. Unless requests for building and landscaping plans, elevations and proposed signs for buildings or structures, or alterations thereof, including reroofing which involves a significant change in materials or appearance, have been approved by the Town Commission or the Architectural Commission as applicable, or by the Town Commission on appeal as specified below, no permit shall be issued for any such building, structure, sign, or other development of property, or appurtenances or alterations thereof. Additionally, the Town Commission or the Architectural Commission as applicable, shall have jurisdiction over any and all permits and plans referred to the respective Commission's review under Chapter 157 of this Code. All such permits or plans reviewed pursuant to Chapter 157 which do not include an entire landscape plan as required for new construction or re-development shall only be required to meet the application requirements of that chapter and are specifically exempt from the application requirements of subsection 152.23(A). The Town

Commission or the Architectural Commission as applicable, shall pay particular attention to the design features and landscape plans for all structures. The Town Commission or the Architectural Commission as applicable, shall review such applications for sufficient sight screening and shall consider the overall visual impact a proposed design may have on surrounding neighbors. In accordance with Section 151.666, the Town Commission or the Architectural Commission as applicable, shall also have site plan review and approval authority for all statues and/or sculptures that are proposed to be installed within the Town. Such site plan review shall be governed by the applicable portions of Sections 151.561, 151.666, 151.667, 151.668 and 151.669. Furthermore, the Town Commission or the Architectural Commission as applicable, shall review all applications for the installation of emergency use generators to ensure that all plans for such installations minimize the visual and acoustic impact on the adjacent properties. Additionally, when reviewing such applications special attention shall be paid to the placement of the generators, the use of sound attenuating materials and the reasonable containment of sounds which will be created by the operation of any emergency use generator.

(B) Exceptions.

- (1) Building or structure signs within the Plaza Del Mar, meeting the criteria previously reviewed and approved by the Architectural Commission and kept on file with the Town Clerk, shall not be required to undergo any additional Commission review. Additionally, if, in the opinion of the Building Official, the approval of an application for a minor or insignificant permit does not defeat the purposes or objects of this subchapter, the Building Official may grant the permit without submitting the matter to the Town Commission or the Architectural Commission as applicable for approval, notwithstanding any other provisions of this section or this subchapter. The decision of the Building Official shall be subject to appeal made to the Town Commission in accordance with the provisions of Section 152.25 of this chapter.
- (2) Docks are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for docks shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.

- (3) Pedestrian passageways are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for pedestrian passageways shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.
- (4) Demolition work is exempt from Architectural review by the Architectural Commission or Town Commission. Applications for demolition work shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.
- (5) For single family residences, any construction or improvements for paint color, roof materials, fencing, driveway materials, and hedge materials that conform to the "Town of Manalapan Architectural Design Guidelines for the Architectural Commission" which was approved and adopted by the Town Commission at its February 11, 2025 Regular Town Commission meeting are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for such construction or improvements shall be reviewed administratively by the Building Official and the Town Manager for conformance with the "Town of Manalapan Architectural Design Guidelines for the Architectural Commission." Any construction or improvement that does not conform to the "Town of Manalapan Architectural Design Guidelines for the Architectural Commission" shall be subject to Architectural Commission or Town Commission review, as applicable.
- (C) *Duration.* The applicant's architectural approval shall expire in twenty four (24) months unless a building permit has been obtained. If the building permit expires or is voided, the architectural approval also expires or becomes void.
- (D) Stop-work order. In the event work being performed precedes Architectural Commission approval being obtained or is not in accordance with the Architectural Commission approved plan, or precedes administrative approval as applicable pursuant to subsection (B)(5) above, the Building Official or his designated representative shall issue a stop-work order and all work shall cease. No person, firm or corporation shall undertake any work on such project as long as such stop-work order shall continue. Additional penalties for commencing work prior to applicable

commission approval may be set by resolution of the Town Commission and amended from time to time as deemed necessary.

(E) Jurisdiction of Town Commission; jurisdiction of Architectural Commission. The Town Commission shall hear all applications for architectural review and approval for properties located in Zoning Districts R-C2, C-3, and all Town-owned property, including but not limited to Town Hall, Library, and Guard House. The Architectural Commission shall hear all other applications for architectural review and approval.

<u>Section 3.</u> Each and every other section and subsection of Chapter 152. Building Regulations. shall remain in full force and effect as previously adopted.

<u>Section 4.</u> All ordinances or parts of ordinances in conflict with this ordinance are repealed.

Section 5. If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

Section 6. Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Manalapan.

Section 7. This ordinance will take effect immediately upon adoption.

FIRST READING this 20th day of May, 2025. SECOND AND FINAL READING this 8th day of July, 2025.

	TOWN OF MANALAPAN
	Mayor John Deese
ATTEST:	(SEAL)
Erika Petersen, Town Clerk	