

**ORDER OF BUSINESS**  
**BOARD OF COUNTY COMMISSIONERS**  
**PALM BEACH COUNTY, FLORIDA**

**JULY 22, 2025**

**TUESDAY**  
**9:30 A.M.**

**COMMISSION CHAMBERS**

**1. CALL TO ORDER**

- A. Roll Call
- B. Invocation
- C. Pledge of Allegiance

**2. AGENDA APPROVAL**

- A. Additions, Deletions, Substitutions
- B. Adoption

**3. CONSENT AGENDA (Pages 2 - 3)**

**4. REGULAR AGENDA (Pages 4 - 8)**

**5. WORKSHOP SESSION 9:30 A.M.**

- [A.](#) Emergency Medical Services (EMS) Ordinance Revision Overview (PSD)
- [B.](#) Youth Reentry Program Update (PSD)
- [C.](#) Animal Care & Control (ACC) Overview (PSD)

**6. BCC DIRECTION**

**7. BCC COMMENTS**

**8. ADJOURNMENT**

3. CONSENT AGENDA

A. CLERK AND COMPTROLLER

1. **Staff recommends motion to receive and file:** Warrant List – Backup information can be viewed in the Clerk & Comptroller's Office.
2. **Staff recommends motion to approve:** Contracts (regular) and claim settlements list as submitted by various departments to the Clerk & Comptroller's Office. Countywide

B. AIRPORTS

1. **Staff recommends motion to adopt:** a Resolution replacing Exhibit A to Resolution 2020-1017 with the updated Federal Aviation Administration (FAA) grant template; providing for severability; and providing for an effective date. **SUMMARY:** The FAA recently made substantial modifications to its grant template. This Resolution replaces the standard form grant template attached to Resolution 2020-1017 with the updated grant template. Resolution 2020-1017 provides delegated authority to the County Administrator or designee, which in this case is the Director of Department of Airports, to execute state and federal aviation grants on behalf of the Board of County Commissioners (BCC). FAA grants are required to be signed electronically by the County and County Attorney's Office on or before the expiration date of the grant offer. FAA grant offers have limited timeframes for acceptance. Delegation of authority to the County Administrator or designee ensures grants are timely executed in accordance with grant acceptance requirements to avoid any loss of grant funding. Countywide (AH)

3. CONSENT AGENDA

C. **FACILITIES DEVELOPMENT & OPERATIONS**

1. **Staff recommends motion to approve:** a Second Amendment to the Agreement with Community Foundation for Palm Beach and Martin Counties, Inc. (Community Foundation) (R2024-0660) for the development and planning of the Palm Beach County African American Museum and Research Library (Museum), increasing to \$2,000,000 the County's Not to Exceed Amount and updating the Non-Discrimination provision. **SUMMARY:** On June 4, 2024, the County entered into the Agreement with Community Foundation for the planning and development of the Museum. On May 6, 2025, the Board of County Commissioners (BCC) approved the First Amendment (R2025-0600) to the Agreement. On July 8, 2025, the BCC approved a budget transfer in the ARPA Response Replacement Fund to modify project budgets of previously approved categories inclusive of assigning an additional \$1,000,000 towards development of the Museum. On June 3, 2025, through adoption of Resolution R2025-014 and Resolution R2025-0748, the BCC revised the County's Non-discrimination policies. Consistent with the aforementioned BCC approvals, the Second Amendment increases to \$2,000,000 the County's Not to Exceed Contribution, and updates the Non-Discrimination provision. **These are County ARPA Response Replacement funds that do not require a local match.** (FDO Admin) District 7/Countywide (MWJ)

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4. REGULAR AGENDA

A. COUNTY ATTORNEY

1. Staff recommends motion to commence: a private attorney-client session in the case of B. & B. Properties, Inc. v. Palm Beach County, Florida: 50-2019-CA-008660-XXXX-MB AI, during the Board of County Commission (BCC) Meeting on **July 22, 2025 at 1:00 p.m.**, in the McEaddy Conference Room at 301 North Olive Avenue, 12th Floor, West Palm Beach, Florida. The following persons will attend the meeting with the members of the BCC who are present at that time: Todd J. Bonlarron, Interim County Administrator; Denise Coffman, County Attorney; David Ottey, Chief Assistant County Attorney; Sean Fahey, Assistant County Attorney. Pursuant to Section 286.011(8), Florida Statutes, the entire attorney-client session shall be recorded by a certified court reporter who shall record the discussion and proceedings, the names of all persons present at any time, and the names of all persons speaking. No portion of the session shall be off the record. The court reporter's notes shall be fully transcribed and filed with the Clerk and shall be made part of the public record upon conclusion of the pending litigation. **SUMMARY:** The BCC will discuss settlement negotiations. Countywide (DO)

4. REGULAR AGENDA

B. FACILITIES DEVELOPMENT & OPERATIONS

1. Staff recommends motion to approve: Amendment No. 10 to the continuing Construction Manager (CM) at Risk Services contract (R2020-1690) with Robling Architecture Construction, Inc. (Robling), establishing a Guaranteed Maximum Price (GMP) in the amount of \$3,427,688.09 for the construction of the Melissa's Place Crawl Space Phase 2 project for a period of 365 calendar days from notice to proceed. **SUMMARY:** On January 10, 2020, the Director of Facilities Development & Operations (FDO) approved a Consultant Services Authorization (CSA) with REG Architects, Inc. to conduct a drainage study and prepare a boundary and topographic survey for the property known as Melissa's Place (f/k/a Royal Palm Beach Apartments) located at 1749 East Main Street in Pahokee. This study was initiated due to the site's history of flooding during heavy storm events. The drainage report, which was received on April 28, 2020, identified several contributing factors to the flooding, including a broken and clogged drainage system, underlying muck soils, inadequate site grading, and overgrown vegetation. In response to the COVID-19 public health emergency, on June 2, 2020, the Board of County Commissioners (BCC) granted authorization for the FDO Director to execute all emergency design and construction contracts necessary for the renovation of the Pahokee facility. On June 11, 2020, the FDO Director approved an emergency consulting services contract with Colomé & Associates, Inc. (CAI) (Project No. 2020-038232) to provide design professional services for the interior and site renovations of Melissa's Place to be adapted for COVID treatment temporarily and ultimately planned to transition into a permanent homeless resource center. On June 25, 2020, the FDO Director approved an emergency CM at Risk contract with Robling for preconstruction services associated with the renovations. Subsequently, on September 17, 2020, the FDO Director approved the GMP with Robling for the renovation of this facility (inclusive of site re-grading and replacement of the stormwater system) as outlined in the construction documents prepared by CAI. This project was completed and received a certificate of completion on February 2, 2021. After occupancy, residents and staff of the facility expressed concerns regarding the deteriorating flooring (settling) and elevated moisture levels observed in certain areas of the facility. In response to the observations made by the residents and confirmed by staff, CAI and Robling were asked to review the conditions pursuant to their respective professional responsibility resulting from the renovation project. After multiple meetings and site inspections with the project team (i.e., consultants, sub-consultants and CM) on May 31, 2023, the FDO Director authorized an emergency consulting contract with CAI to evaluate the moisture concerns in collaboration with Robling and to produce construction documents aimed at resolving the issue.

4. REGULAR AGENDA

B. FACILITIES DEVELOPMENT & OPERATIONS

1. **SUMMARY (cont'd.):** On June 28, 2023, FDO's Director granted approval for Task Order No. 6 under the CM at Risk Continuing Contract (R2020-1690 approved by the BCC on November 17, 2020) to provide preconstruction services for an emergency exploratory investigation of the building's crawl space (Project No. 2023-029177). Following this, on August 18, 2023, Emergency Work Order No. 4 was issued to Robling for construction management services associated with Phase 1 of the crawl space investigation. This phase involved the creation of perimeter ventilation openings to assess moisture intrusion and to evaluate the structural condition of the existing floor system. The evaluation conducted by CAI confirmed that the underlying muck soils have continued to settle revealing select structural deterioration (towards the center portion of the building) which has led to impacts on the floor slab. The crawl space investigation also helped identify the lack of an adequate thermal and moisture barrier in the areas that have structural deterioration. Amendment No. 10 establishes a GMP in the amount of \$3,427,688.09 for construction management services necessary for the Melissa's Place Crawl Space Phase 2 project. The construction phase of this project includes, but is not limited to, materials and labor to complete flooring removal and replacement, sub-structure repair/reinforcement, masonry work, steel beam installation, the addition of thermal and moisture protection, door replacement, the addition of mechanical exhaust in the crawl space, and storm drainage improvements (i.e., tie-in of the roof downspouts to the system in order to preventatively address continued foundation erosion and settling of the muck soils). The residential facility is currently occupied; due to the criticality associated with structural deterioration, staff has handled the assessments and repairs under emergency provisions as to ensure the safety of occupants and protect County property. The CM will have 365 calendar days from notice to proceed to substantially complete the construction phase of the project. Liquidated damages for failure to achieve certification of substantial completion within the contract time or approved time extension thereof are \$210 per day. This continuing CM at Risk Services contract was solicited pursuant to the requirements of the Equal Business Opportunity Ordinance (EBO). This continuing CM at Risk Services contract was presented to the Goal Setting Committee (GSC) on December 4, 2019, and the Committee established a Small Business Enterprise (SBE) evaluation preference for selection and a mandatory minimum 20% SBE subcontracting goal on the contract. The SBE participation on the construction trade contracts for this Amendment is 14.66%.

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4. REGULAR AGENDA

B. **FACILITIES DEVELOPMENT & OPERATIONS**

1. **SUMMARY (cont'd.):** To date, the overall SBE participation on the continuing CM at Risk Services contract is 28.79%. This contract is subject to emergency ordinance R2025-014 approved by the BCC on June 3, 2025. Funding for this project is from the Public Building Improvement Fund. (Capital Improvements Division) District 6 (MWJ)

4. REGULAR AGENDA

B. FACILITIES DEVELOPMENT & OPERATIONS

2. Staff recommends motion to approve:

- A) an Agreement for Purchase and Sale with Ryan and Michelle L. Maki, husband and wife, for the acquisition of a property consisting of approximately 1.11 acres parcel improved with a 2,580 sq. ft. single family residence located at 6519 Donald Ross Road in unincorporated Palm Beach County (Property) for the purposes of retrofitting as a Fire Station at a purchase price of \$1,092,500 plus closing costs estimated to be \$15,000; and
- B) a Memorandum of Agreement with Ryan and Michelle L. Maki, to be recorded in the public records to provide notice of this Agreement.

**SUMMARY:** In August 2023, the Town of Jupiter (Jupiter) voted to establish its own EMS and Fire Rescue Service and terminate the Interlocal Agreement for Fire Protection and EMS Services (Agreement) with Palm Beach County, effective midnight September 30, 2026. Pursuant to the Agreement, Jupiter holds reversionary and re-entry rights over Fire Station 16 should the County cease to provide fire rescue services to Jupiter. As a result of Jupiter's decisions, Fire Station 16, located within the municipal boundaries of Jupiter will revert to the town. This station currently serves the residents of Jupiter and unincorporated Palm Beach County primarily located west of Interstate 95. Staff has been searching for alternate locations for a fire station that is strategically located to provide timely and effective continued service to those residents in unincorporated Palm Beach County currently being serviced by Fire Station 16. Due to the nature of services Fire Rescue provides, staff was constrained within certain geographic boundaries. While a number of properties were explored, the same were not pursued due to a variety of reasons (e.g. availability, access issues, price). This led staff to pursue other creative options such as exploring single-family homes which may be retrofitted as a fire station. The subject Property became available and met the geographic criteria for service. Two (2) appraisals were obtained from Callaway and Price, Inc. and Anderson and Carr, valuing the Property at \$1,000,000 and \$900,000, respectively, with an average appraised value of \$950,000. Although the initial asking price for the Property was \$1,500,000, the Seller agreed to a purchase price of \$1,092,500, which is \$142,500 (approximately 15%) above the average appraised value. Pursuant to the provisions of Section 22-107(a)(4) of the County's Real Property Acquisition, Disposition and Leasing Ordinance, on July 14, 2025 the Property Review Committee (PRC) met and recommended approval of the Agreement. (Property & Real Estate Management) District 1 (HJF)

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