



Visioning Session

Community and Economic Development

March 9, 2024

Community and Economic Development

FY 2024 Focus Areas and Projects

- **Goal A. Accessible, efficient and transparent government energized by engaged and informed residents.**
 - ✓ Provide informative and accurate staff reports and presentations that are easy for residents to understand and enhance engagement. Improve information on website regarding zoning, applications, and forms.
 - ✓ Utilize various communications methods for sustainability and resiliency activities, such as flood insurance discounts and property improvement programs, and update Village website to include relevant information.
 - ✓ Implement tools to monitor and effectuate processes that align with recent Florida legislative changes.
 - ✓ Engage with a Legislative Consultant to assist with key Village appropriation requests from State Legislature and assist with monitoring and addressing State legislative initiatives that impact the Village governance.
 - ✓ Procurement and implementation of a modern building permit and business tax receipt software(s) to increase productivity and allow for easier interactions and submittals by residents, business owners, and contractors.
- ***Employer of choice: acquiring and retaining the right type of talent (skills, professionalism and knowledge of the job)***
 - ✓ Continue to maintain and enhance training and credentials of department employees.
 - ✓ Provide training for all department employees for customer service, public records and safety protocols.
- ***Complete operational assessments of Village departments***
 - ✓ Monitor the improvements that are a result of Building and Code Compliance Operational Assessments and make appropriate adjustments.

Community and Economic Development FY 2024 Focus Areas and Projects

- **Goal B. Maintain financial stability and sustainability as we accomplish new goals.**
 - *Expand commercial tax base*
 - *Collaboration with Chamber South and PBBA to survey our businesses to see how we can better meet their needs*
 - Implement recommendations from Economic Development Strategic Plan relating to market outreach and zoning code updates.
 - ✓ Enforce established, renewals, and collection of fees associated with Business Tax Receipts
 - ✓ Reinstate the Village's participation in the Building Code Effectiveness Grading Schedule (BCEGS)/ISO program.
 - Engage with a qualified consultant to review Village development related impact fees.

Community and Economic Development FY 2024 Focus Areas and Projects

- **Goal C. Public asset management that prioritizes parks, public spaces and infrastructure.**
 - *Create a master list of fiscal assets (i.e., roads, sidewalks, etc...) that consists of an inventory of all park infrastructure and assets with the provision that we develop data of what was built and its expected life expectancy while ensuring an annual funding mechanism to replace assets*
 - Inventory all Village Hall LEED Building Components and create an asset management system to ensure routine maintenance and repairs.
 - ✓ Maintain inventory of all public art and identify needed maintenance on private and public installations.
 - *Establish a Street Design Plan (infrastructure for areas that are residential above commercial such as 148 Street and others that have a standard street design that we could be able to plug in when funds are available.)*
 - ✓ Coordinate with the Village's Public Services department to identify opportunities for bicycle paths, Safe Routes to Schools programs, and other mobility improvements.
 - ✓ *Building the community multipurpose room at Coral Reef Park*

Community and Economic Development FY 2024 Focus Areas and Projects

- **Goal D. Responsible growth that fosters diverse housing options and economic development.**
 - Implement recommendations from Economic Development Strategic Plan relating to market outreach and zoning code updates.
 - Coordinate with Miami-Dade County regarding Rapid Transit Zone (RTZ) requirements
 - Implement Comprehensive Plan Recommendations as they relate to the zoning code.
 - *Survey existing rental and ownership market for seniors and affordable housing and what needs to be done to support those communities*
 - *Establish affordable senior housing options (create a percentage of units for senior applications) and other types including continuum of care, condos or senior only market rentals*
 - Study options for senior affordable housing.

Community and Economic Development FY 2024 Focus Areas and Projects

- **Goal F: A consistent priority on ensuring Palmetto Bay is a safe community.**
 - *Updating Zoning code-Crime prevention through Environmental Design (CPTED)*
 - Draft and present for consideration by the Village Council a Crime Prevention Through Environmental Design (CPTED) ordinance.
- **Goal G: Environmental stewardship and sustainability.**
 - *Place additional financial resources into the Community Rating System effort*
 - ✓ Place additional financial resources into the Community Rating System effort to lower the Village's rank and in turn decrease resident's flood insurance rates.
 - *Introduce sustainability standards, where appropriate in the zoning code (except for residential areas)*
 - ✓ Introduce sustainability standards into zoning code sections as they are amended.
- **Goal H. Outstanding opportunities for art, culture, recreation, and lifelong learning.**
 - ✓ *Identify opportunities for public art through the Art in Public Places (AIPP) fund.*
 - ✓ Identify and create historical markers for sites of significance within the Village.
 - ✓ Create a Village Branding Campaign that reflects the outcomes of the Economic Development Strategic Plan.
 - Initiate participation in the Sister City Program to create opportunities for learning and cultural exchange.

Community and Economic Development FY 2025 Projects

Goal A. Accessible, efficient and transparent government energized by engaged and informed residents.

- Invest in technology that promotes citizen engagement on development applications and public works projects.
 - **\$50,000 - \$75,000**

Goal B: Maintain financial stability and sustainability as we accomplish new goals.

- Implement recommendations from Economic Development Strategic Plan relating to market outreach and zoning code updates.
 - **\$50,000 - \$75,000 (presently \$50,000 allocated in CIP)**
- Complete Impact Fee Study and Evaluate Building Permit fees
 - **\$150,000 (presently allocated in CIP)**
- Identify opportunities, such as AI, to complete some review tasks.
 - **\$25,000-\$50,000**

Goal C. Public asset management that prioritizes parks, public spaces and infrastructure.

- Inventory all Village Hall LEED Building Components and create an asset management system to ensure routine maintenance and repairs.
 - **Staff resources**

Community and Economic Development FY 2025 Projects

Goal D: Responsible growth that fosters diverse housing options and economic development.

- Incentivize diverse housing developments.
 - **Staff resources**
- Implement recommendations from Economic Development Strategic Plan relating to market outreach and zoning code updates.
 - **\$50,000 - \$75,000 (presently \$50,000 allocated in CIP)**
- Implement Comprehensive Plan Recommendations as they relate to the zoning code.
 - **Staff resources**

Goal E: A vibrant walkable, bikeable Village that reflects the needs and desires of the community.

- Study parking requirements for new developments.
 - **\$30,000**

Goal F: A consistent priority on ensuring Palmetto Bay is a safe community.

- Draft and present for consideration by the Village Council a Crime Prevention Through Environmental Design (CPTED) ordinance.
 - **Staff resources**



Finance Department

Village of Palmetto Bay Visioning Session
Saturday, March 9, 2024



Human Resources & Communications Department

Visioning Session

March 9, 2024

FY 2024 Goals & Related Projects

▶ **Goal A: Accessible, efficient, and transparent government energized by engaged and informed residents.**

▶ Projects:

1. Employer of choice: acquiring and retaining the right type of talent (skills, professionalism, and knowledge of the job)
 - Focus on recruitment and retention
 - Launched and implemented an online application module to make the application process easier
 - 67% average Increase in # of applications received in 2022 and 2023: # of PSA applicants increased by 74%
 - On October 1, 2023, moved to process COLA and merit adjustments for 77 employees to increase salaries across the board.
 - Funding Commitment: \$317,725
 - Completed a compensation and benefits study
 - Updated compensation information for all positions positioning the village ahead of the public employment market
 - Implemented first phase suggested changes on November 1, 2023; salary changes for 16 Village employees and title changes for 17 employees
 - Funding Commitment: \$33,303
 - Scheduled to implement 2nd phase salary recommendations on July 1, 2024 for 35 employees
 - Funding Commitment: \$120,023
 - Started transitioning process from a defined contribution retirement plan to a defined benefit retirement plan through the Florida Retirement System.
 - Application and approval process with the state expected to be completed by the end of May.
 - Engaging a third party to educate existing full-time employees about both plans to ensure informed decisions.
 - Funding Commitment: \$625,000
 - Total Funding Commitment: \$1,096,051 (excludes increase for health allowance to \$1,350)
2. Complete operational assessments of Village departments
 - Currently undergoing an assessment of the Human Resources division; each division will be assessed individually by a subject matter expert.

FY 2024 Goals & Related Projects

▶ **Goal A: Accessible, efficient, and transparent government energized by engaged and informed residents.**

▶ Other Initiatives Implemented:

1. Increase audience reach
 - Increase visibility of village posts on social media by shifting to video content
 - Special Promotions (FY24)
 - Hurricane Preparedness 2023
 - Mayor's Message for New School Year
 - Paddleboarding Safety Tips
 - Baybot AI web feature
 - Mayor 911 Remembrance
 - Online Public Records Request Tutorial
 - Mayor's Minute-(monthly videos)
 - Hispanic Heritage Month
 - Veterans' Day Celebration @ Palmer Trinity
 - CRP Volleyball Courts project
 - Lock It or Lose It Infograph
 - 2023 Holiday Events Announcements
 - Holiday Crime Prevention Initiative
 - Sleep Safely Program
 - Restoring the CRP Pine Rockland
 - Pickleball Tournament
 - SW 174th Street No Parking Signs
 - Sub-basin 57/96 Announcements
 - Tree of the Year Program
 - Black History Month
 - Cancer Awareness Month
 - Safer Together Campaign
 - State of South Dade Promotional
 - Results by the numbers
 - Increase in FB followers (Feb. 2023-Feb. 2024): 433
 - Increase in IG followers (Feb. 2023-Feb.2024): 1,452
2. Provide reliable platform for resident alerts
 - Revamped "Palmetto Bay Connect" by engaging a new provider with a more reliable program and ability to send out alerts for a specific geographic area.
3. Re-vamp Inside Palmetto Bay
4. Implement "How Your Village Works For You" Campaign highlighting the most popular services available to residents

FY 2024 Goals & Related Projects

▶ **Goal B: Maintain financial stability and sustainability as we accomplish new goals.**

▶ Project:

1. Collaboration with Chamber South and PBBA to survey our businesses to see how we can better meet their needs
 - Working with the PBBA to promote Palmetto Bay businesses:
 - Collaborate to identify a local business to be featured in the “Mayor Clocks-In” video series
 - French Bistro
 - Dion Generator Solutions
 - At Home Music
 - Palmetto Bay Academy
 - Babe’s Meat & Counter

FY 2024 Goals & Related Projects

- ▶ **Goal B: Maintain financial stability and sustainability as we accomplish new goals.**

- ▶ Other Initiatives:

1. Support village-wide projects by identifying grant programs and opportunities that mitigate costs for the village.

FY 2025 Projects

- ▶ **Goal A: Accessible, efficient, and transparent government energized by engaged and informed residents.**
 - ▶ Continue our commitment to support and retain employees
 1. Review and update the current personnel manual
 2. Implement branding campaign for communications

- ▶ **Goal B: Maintain financial stability and sustainability as we accomplish new goals.**
 1. Pursue grant opportunities for village-wide projects.
 2. Manage departmental resources effectively through a project management software



Information Technology Department

Visioning Session

March 9, 2024

Mission

Harnessing cutting-edge technology to enhance municipal services, facilitate seamless communication, and promote digital accessibility. The IT Department is dedicated to safeguarding data integrity and privacy, fostering collaboration, and empowering our community with user-friendly solutions that elevate the Village's quality of life.

Vision

Empowering our community through innovative and secure technology solutions, the Village of Palmetto Bay's Information Technology Department strives to be a catalyst for digital excellence, fostering connectivity, efficiency, and inclusivity in every aspect of civic life.

Departmental Objectives

Providing timely, high-quality technical support services to ensure Village departments maintain operational effectiveness from anywhere in the world with minimal interruptions.

Implementing technology-related projects aligned with the objectives and service-delivery goals established in the Village's vision, mission, and strategic plan.

Ensuring the security and availability of internal and public-facing IT resources through alignment with recognized cybersecurity best-practices, implementation of industry-leading network security solutions, and data-driven evaluations and assessments.

Enhancing existing municipal services and service delivery models through research, experimentation, prototyping, strategic partnerships and community engagement.



FY24-25 Goals

Goal A: Accessible, efficient, and transparent government energized by engaged and informed residents.

- ▶ Partner with Community & Economic Development department to incorporate new technologies that promote citizen engagement on development applications and public works projects.
- ▶ Partnering with the Finance department in their evaluation, selection, and implementation of a new, modern Enterprise Resource Portal financial solution to replace EDEN.

FY24-25 Goals

Goal B: Maintaining financial stability and sustainability as we accomplish new goals.

- ▶ Partnering with Community & Economic Development department to evaluate emerging technologies, such artificial intelligence systems, to enhance workflows such as the plans review process.

FY24-25 Goals

Goal F: A consistent priority on ensuring Palmetto Bay is a safe community.

- ▶ Expanding our new AI-enhanced security camera coverage within and around Village-owned facilities. (~\$50,000)

FY24-25 Goals

Goal G: Environmental stewardship and sustainability.

- ▶ Implementing internal policies and workflows to ensure end-of-life technology equipment and appliances are auctioned or recycled through approved channels.

Parks & Recreation Department

Village of Palmetto Bay Visioning Session

Saturday, March 9, 2024

Edward and Arlene Feller Community Room



Goal A: Accessible, efficient, and transparent government energized by engaged and informed residents.

- In partnership with our communications Department developed an informational video on the restoration project for CRP Pine Rockland Project. Will continue to work on developing more informational videos to keep residents informed.
- In partnership with the Tree Board, will host workshops to discuss “The Woods”; possible grant opportunities, IRC scope of work, etc., keeping residents engaged and informed.
- Host community workshops for the future Pocket Park on 77th avenue and 140 street and other future pocket parks.

Goal B: financial stability and sustainability as we accomplish new goals.

- Parks and Recreation Department established a new sponsorship package that includes an opportunity for All- Inclusive Sponsors. To date we have secured a total of \$74,050 in sponsorship dollars this FY. Continue to explore ways to secure sponsorship funds for special events.
- Set nominal registration fees to capture commitment of those registering and off-set cost of programs/special events.
- Conduct a park fee study to increase park fees.
- Partner with the Grants Department, and explore possible grant opportunities for special events and programs.
- Construction of an indoor banquet hall at Thalatta Estate; possible revenues to double existing revenues. (FY 22’ – 23’ - \$379,197.20)

Goal C: Public asset management that prioritizes parks, public spaces, and infrastructure.

- Identify and pursue grant opportunities for the Pickleball Center, Phase II and Veterans Park Phase II and all other capital projects.
- Capital Projects for FY 24- 25
 - Phase II of Veterans Park \$_____
 - Thalatta Indoor Hall \$3,500,000
 - Coral Reef Park Playground \$850,000
 - Palmetto Bay Park Playground \$850,000
 - Palmetto Bay Park Addition of one Basketball Court \$100,000
 - Palmetto Bay Park Construction of new Skate Park \$350,000

Goal D: Responsible growth that fosters diverse housing options and economic development.

- Explore the possibility of acquiring the vacant lot next to skate park; expand basketball courts by adding a new court and build new skate park, additional parking and small office to operate skate park.
- Explore the possibility to Contract the skate park operations and maintenance to generate revenues.
- Acquire corner dealership (BMW) for expansion of Dog Park, to include restrooms, doggie salon and parking. Explore possibility of contracting the Doggie Salon to generate revenues.

Goal E: A vibrant walkable, bikeable Village that reflects the needs and desires of the community.

- Create an opportunity for golf carts to enter Palmetto Bay Park, off of SW 94th Ave- In Progress
- Continue to repair park trails as needed to offer safe trails for residents.
- Addition of new boat ramp to create access through our waterways with canoes, kayaks, paddle boards.
- Contract to provide rental services for canoes, paddle boards and Kayaks at CRP, once new ramp is completed. (*generate revenue*)

Goal F: A consistent priority on ensuring Palmetto Bay is a safe community.

- Continue use of contractual security guard services at CRP and PBP, as well as for rentals and/or special events at parks.
 - Rentals – cost covered by renter.
 - CRP- Annual services cost \$42,000
 - PBP- Annual services cost \$20,000
- Addition of a Police satellite office at Coral Reef Park, new Multipurpose Facility.
- Addition of license plate reader cameras at all park parking lot entrance.
- Addition of more security cameras throughout parks.

Goal G: Environmental stewardship and sustainability.

- Protection of threatened and/or endangered plants – CRP Pine Rockland Restoration Project (\$145,200 FY 23-24)
- CRP Pine Rockland Restoration Project Funding Request for FY24-25 \$50,000
- The Woods restoration project in progress; Funding FY 23-24 \$250,000
- The Woods Restoration Project Funding for FY24-25 \$250,000

Goal H: Outstanding opportunities for art, culture, recreation, and lifelong learning.

- Expand the cultural offerings at the Perrine Community House
- PCH – Art Exhibits, AARP Driver Safety Course, Art classes, Senior themed lunch celebrations, exercise classes by Baptist Health, .
- Parks will again send survey by the fiscal year's end to gather resident feedback for planning next year program offerings.
- Currently offering the following recreational offerings at parks – softball, tennis, summer camps, baseball, soccer, personal trainers, volleyball, flag football, basketball, yoga, and exercise classes.

Thank You!





2024

VPB Visioning Session Palmetto Bay Municipal District

2024 - VPB Visioning Session Focus Areas and Projects

- **Focus Area 1 – Continue to work toward ensuring Palmetto Bay is a safe community**

Goal 1-

- **Expansion of the License Plate Reader (LPR) system**
 - ✓ Current system consists of two (2) trailer-mounted mobile units that are deployed at various locations throughout the Village
 - ✓ **Phase I-** Purchase of four (4) vehicle-mounted LPR systems that would be utilized on current patrol vehicles. The program would likely be piloted by the Traffic Enforcement Unit with consideration for expansion to consider regular patrol personnel. **Approximate cost +/- \$50,000**

2024 - VPB Visioning Session Focus Areas and Projects

- **Expansion of the License Plate Reader (LPR) system (Cont'd)**
 - ✓ **Phase II-** Much broader expansion of the LPR program to include fixed-mounted LPR cameras at all major intersections within the Village. This project would encompass the purchase of approximately 35 cameras. **Approximate initial cost of hardware and installation +/- \$250,000** with an **annual equipment lease and licensing fee of +/- \$110,000.**
 - ✓ **Phase II may be implemented over the course of several budget years to offset fiscal impact.**

2024 - VPB Visioning Session Focus Areas and Projects

Goal 2-

- **Expansion of the Municipal District staff by one (1) Public Service Aide (PSA)**
 - ✓ The addition of a PSA would assist with ensuring public safety by conducting parking enforcement; responding to non-emergency calls for service that are not life-threatening and there is no subject on the scene; and handling traffic crash investigations.
 - ✓ **Approximate cost \$35,000-\$65,000**

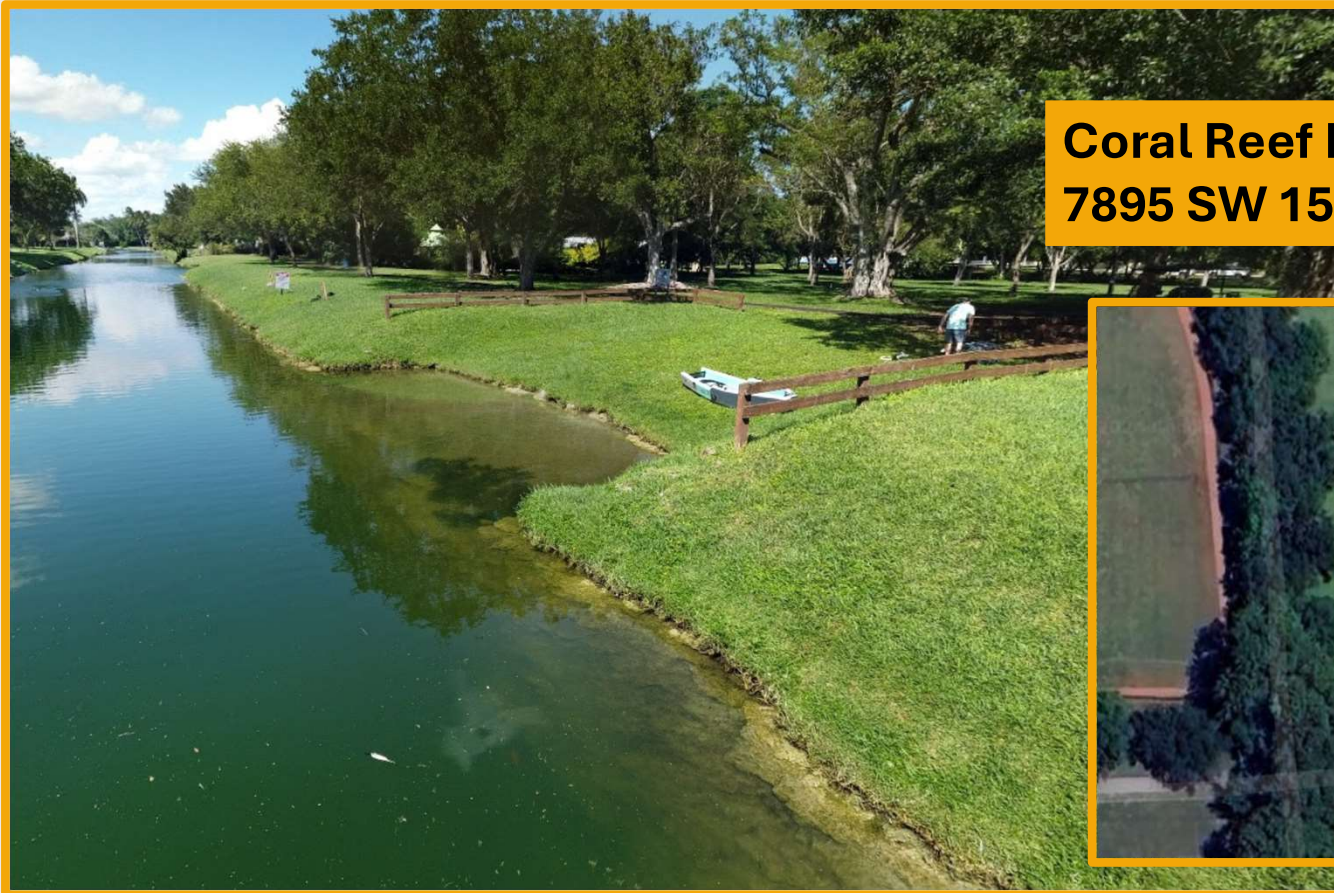


2024 - VPB Visioning Session Focus Areas and Projects

Goal 3-

- **Work with the VPB Parks and Public Works Departments on a multi-use boat ramp and docking area at Coral Reef Park (CRP)**
 - ✓ The addition of a boat ramp and docking area at CRP park will provide a centralized deployment point for the Village's boating enforcement and marine patrols.
 - ✓ **Approximate cost +/- \$150,000**

2024 - VPB Visioning Session Focus Areas and Projects



Coral Reef Park
7895 SW 152nd St, Palmetto Bay, FL



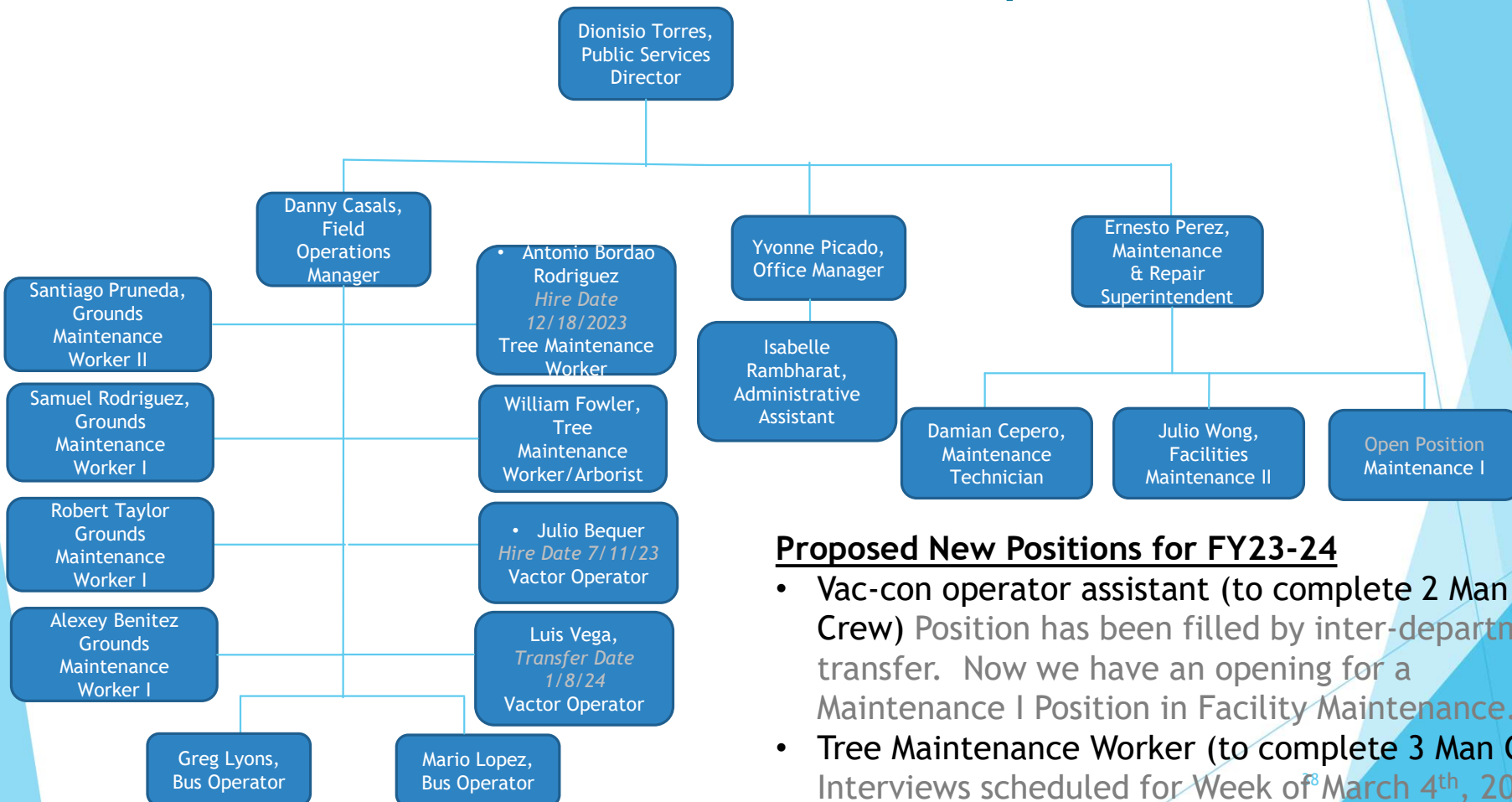
Visioning Session



Public Services Department

March 09, 2024

Public Services Department



Proposed New Positions for FY23-24

- Vac-con operator assistant (to complete 2 Man Crew) Position has been filled by inter-department transfer. Now we have an opening for a Maintenance I Position in Facility Maintenance.
- Tree Maintenance Worker (to complete 3 Man Crew) Interviews scheduled for Week of March 4th, 2024



Public Services Funding

- ▶ Special Revenue Funds - Not General Funds
- ▶ Storm Water Utility Fund (currently at \$5/ERU):
 - Village of Pinecrest (\$10/ERU)
 - Town of Cutler Bay (\$7.50/ERU)
 - Stormwater Funds are currently used to help cover salary & benefits of 6 Village employees in the Public Works ground maintenance division, tree trimming division, and stormwater vac-con services division. This fund will also cover our 3rd member of Tree Trimming crew once hired.
 - Every \$1/ERU represents roughly \$150K in revenues per year to the Village.

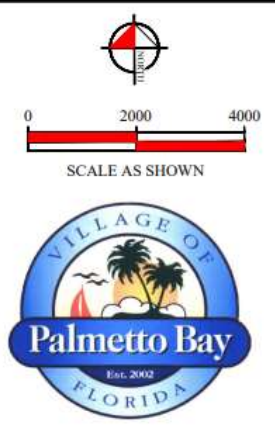
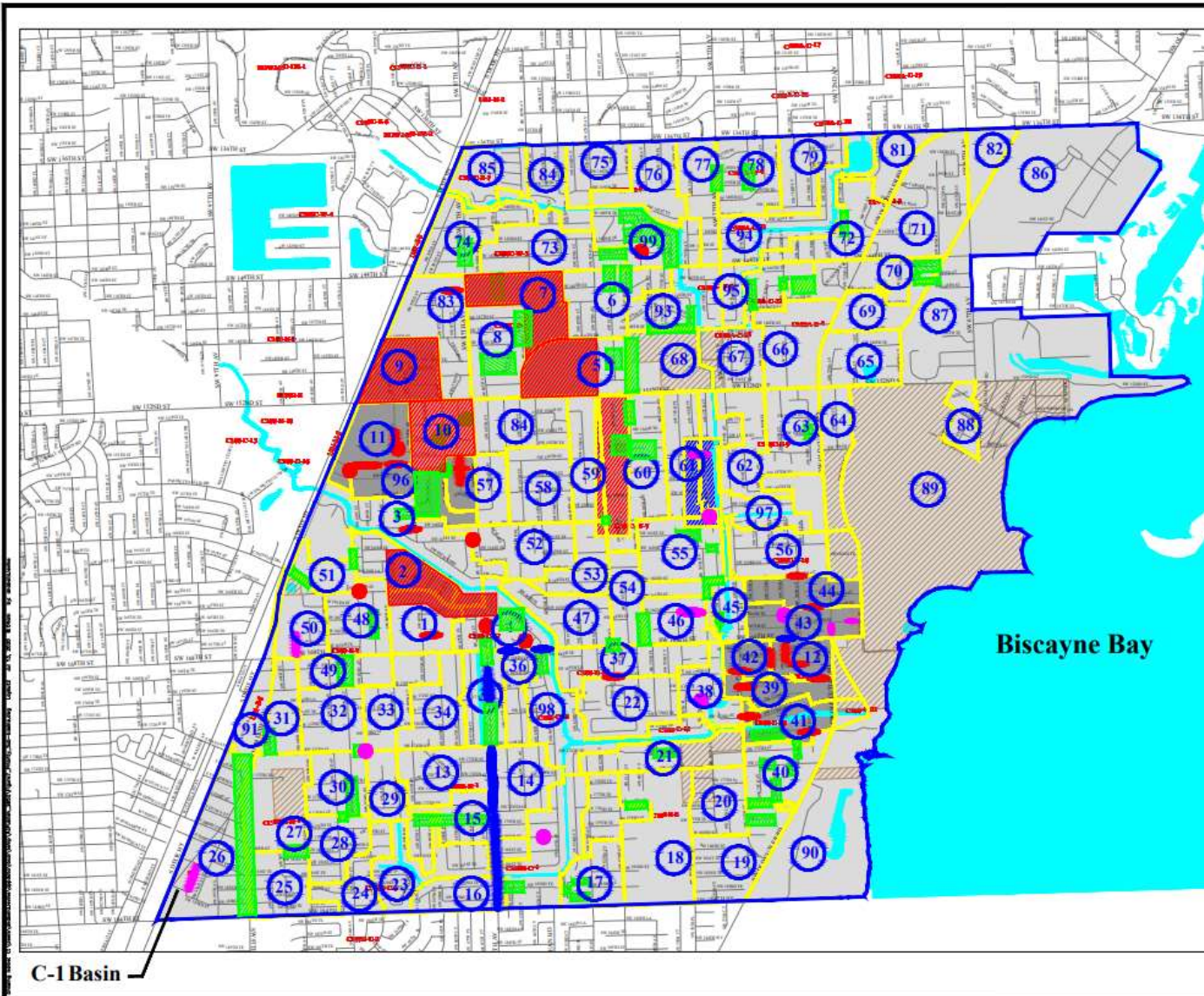


Figure 7:
Village of Palmetto Bay
Priority Sub-basins
2020 Stormwater
Master Plan Update

Legend	
VILLAGE BOUNDARY	
SUB-BASIN BOUNDARY	
BASIN NAME	Basin Name
SUB-BASIN NO.	
PRIORITY BASIN	
BASIN CONSTRUCTION COMPLETE	
BASIN DESIGN COMPLETE	
LOCAL DRAINAGE IMPROVEMENTS COMPLETE	
VILLAGE PARK OR PRESERVE	

Progress & Accomplishments

- ▶ **Sub-Basin 61** (Completed 2023)
- ▶ **Sub-Basin 57/96** (Awarded \$2,670,000 State Appropriations) (Construction Scheduled to Start March/April 2024) Contract Award Amount \$1,798,000
- ▶ **Sub-Basin 44** (Awarded \$1,346,000 State Appropriations) (Advertise ITB Summer 2024) Consultant OPC (Cost Estimate) \$2,292,813
Expected Village contribution of approximately \$ 700,000
- ▶ **Sub-Basin 43** (Awarded \$392,500 State Appropriations & \$1,221,360 HGMP) (Advertise Late 2024) Consultant OPC (Cost Estimate) \$2,887,830 *Expected Village contribution of approximately \$1.2 M*

Grant/Funding is always researched prior to starting any major project

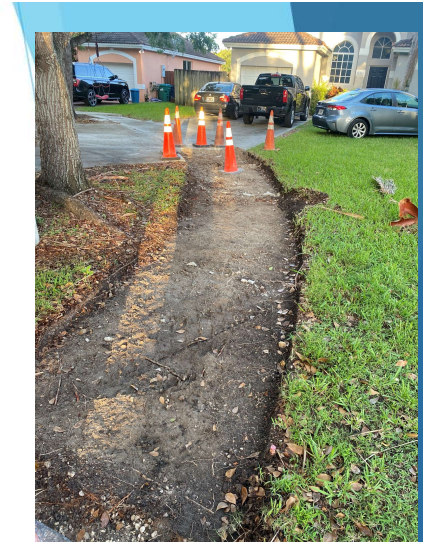
Next Projects in the Queue

Construction Ready Projects

- ▶ **Sub-Basin 41** (Design & Permitting Complete) Estimated Cost \$1,270,000
- ▶ **Sub-Basin 11** (Design & Permitting Complete) Estimated Cost \$1,450,000

Projects Currently being Designed

- ▶ **Sub-Basin 12** Estimated Cost \$930,000
- ▶ **Sub-Basin 39** Estimated Cost \$1,020,000
- ▶ **Sub-Basin 42** Estimated Cost \$930,000

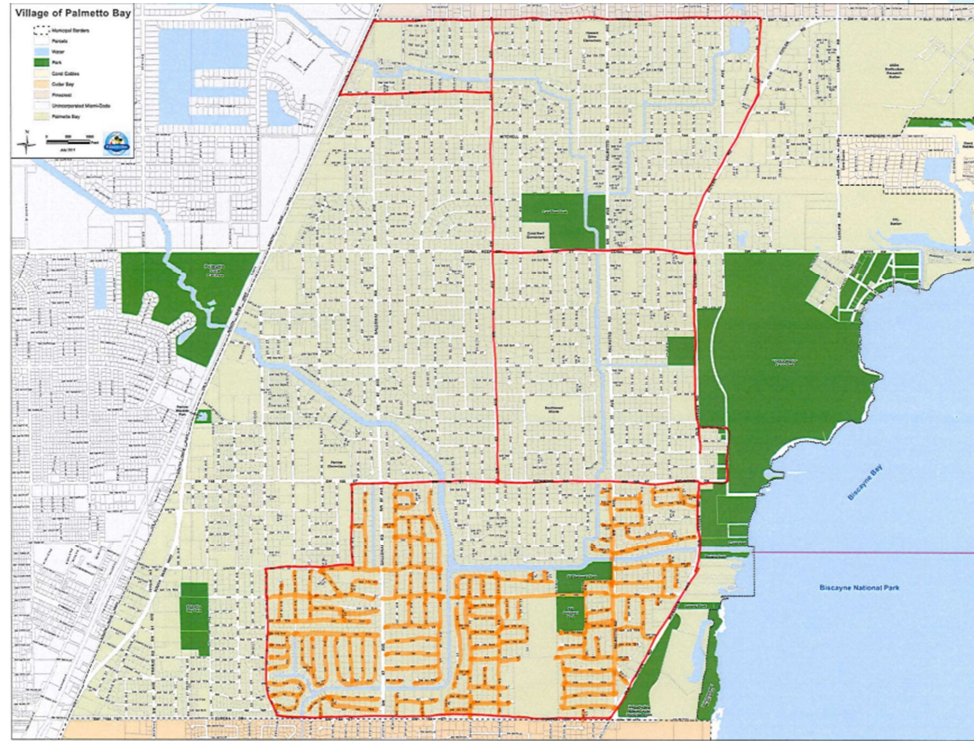


Operations, Maintenance, & Capital Improvements



In-House Vac-Con Service	8/9/23 thru 12/26/23	01/02/24 thru 03/05/24	Totals
Structures Cleaned (EA)	467	202	<u>669</u>
Pipes Cleaned (LF)	19,917	6,017	<u>25,934</u>

- In-House Vac-Con Services started August 9th, 2023





VILLAGE CLERK

Village of Palmetto Bay Visioning Session
Saturday, March 9, 2024

GOAL A:

ACCESSIBLE, EFFICIENT, AND TRANSPARENT GOVERNMENT ENERGIZED BY ENGAGED AND INFORMED RESIDENTS.

- Streamline Village Council Meetings with an electronic voting solution that provides real-time dashboard and reporting access of the voting record of each meeting.

Identifiable Vote Confirmation (Vote Closed)

Total 12		Yes 9	No 3	Article 5: Reserve Fund
Rule: 2/3 Majority		Display: Raw Absolute	Result: Passed	Status: Closed Pg # 1/1
John Davis	Jose Rodriguez			
Barbara Shaw	Peter Smith			
Steve Donaldson	Laura Dern			
Michael Jacobs	Michael Jordan			
Emily Moore	Tony Bruno			
Gina Davis	Rob Fatcher			

