

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

---

<b>Meeting Date:</b>	<b>September 12, 2017</b>	<input checked="" type="checkbox"/> <b>Consent</b>	<input type="checkbox"/> <b>Regular</b>
		<input type="checkbox"/> <b>Ordinance</b>	<input type="checkbox"/> <b>Public Hearing</b>

---

<b>Department:</b>	<b>Facilities Development &amp; Operations</b>
--------------------	--

---

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: an Agreement with Palm Shores at Gables End Association, Inc., a Florida not for profit corporation (“HOA”) to release the HOA’s interest in a 25’ strip of land for development of Fire Rescue Station 41N.

**Summary:** The HOA holds title to a 25’x approximately 160’ open space buffer (the “buffer strip”) which runs between a 2.2 acre County owned civic site on White Feather Trail in Boynton Beach and an adjacent residential parcel. The County is under contract to purchase the residential parcel (R2017-1119), which will be used to accommodate retention and allow for development of the Fire Station on the civic site. The County will pay the HOA \$60,000 for release of the buffer strip upon the County receiving consents from the HOA for all development approvals required to develop the Station and the HOA delivers a deed conveying the HOA’s interest in the buffer strip. This Agreement will also allow the County to plant landscaping on the remainder of the HOA’s open space buffer surrounding the residential parcel which will allow for greater utilization of the civic site and residential parcel. It is difficult to value the rights that the County will be acquiring under this agreement. Staff obtained an appraisal valuing the buffer strip at \$30,000 and the right to plant landscaping within the remaining open space buffer was valued at \$80,000. Regardless of value, this is the least amount the HOA was willing to accept. Without the buffer strip, the County would be unable to develop the Fire Station. **This transaction must be approved by a super majority (five votes). (PREM) District 3 (HJF)**

**Background and Justification:** The combination of the Residential parcel, the civic site and the buffer strip are required in order to provide sufficient land area to develop the Fire Station. Even with the combined land area, there is a need to utilize the HOA’s buffer to plant landscaping which will shield the adjacent residential parcels’ view of the two story Fire Station. Every effort is being made to minimize the impacts of the Fire Station and the Board of Directors of the HOA have been accommodating, but concerned about minimizing the impacts.

Continued on Page 3

- Attachments:**
- 1. Location Map
  - 2. Agreement
  - 3. Budget Availability Statement

---

<b>Recommended By:</b>		<u>9/11/17</u>
	<b>Department Director</b>	<b>Date</b>
<b>Approved By:</b>		<u>9/15/17</u>
	<b>County Administrator</b>	<b>Date</b>

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	60,000	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	60,000	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget: Yes X No \_\_\_\_\_

Budget Account No: Fund 3704 Dept 441 Unit F107 Object 6501  
Program \_\_\_\_\_

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

Impact Fees \$60,000

Fixed Asset Number NA

### C. Departmental Fiscal Review: \_\_\_\_\_

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Development Comments:

[Signature] 9/6/17  
OFMB <sup>9/5</sup> 9/5 9/5 9/6

[Signature] 9/5/17  
Contract Development and Control

### B. Legal Sufficiency:

[Signature] 9/7/17  
Assistant County Attorney  
Agreement not executed by  
HOA at time of CAO review

### C. Other Department Review:

\_\_\_\_\_  
Department Director

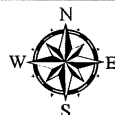
**This summary is not to be used as a basis for payment.**

**Background and Justification Cont'd.** The HOA Board knows that the County could not develop the Station without the HOA's cooperation and assistance. Staff believes that the terms requested by the HOA are reasonable.

It is arguable whether an appraisal of the buffer strip is required by the PREM Ordinance as Staff's position is that the County is only purchasing an easement. Notwithstanding, Staff obtained an appraisal which valued the buffer strip at \$30,000 and the right to plant landscaping within the remaining open space buffer at \$80,000.

Material terms of this Agreement include:

- Purchase price: \$60,000
- HOA to consent to any required zoning and development approval applications
- HOA will allow County to install additional landscaping on the HOA's open space buffer
- Each party shall maintain the landscaping on their side of the wall
- County will be responsible for maintaining the structural integrity of the wall along the south side of the civic site.

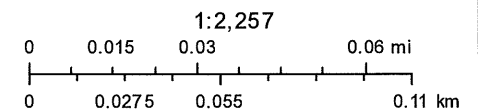


Created by: Palm Beach County

August 25, 2017

ATTACHMENT NO. 1

PAGE 1 OF 1



## **AGREEMENT**

THIS AGREEMENT is made and entered into on \_\_\_\_\_, by and between **Palm Shores At Gables End Association, Inc.**, a Florida corporation, not-for-profit (formerly known as Palm Shores at Gables End Homeowners Association, Inc. and Windward Patios Association, Inc.) (“HOA”), and **Palm Beach County**, a political subdivision of the State of Florida, by and through its Board of County Commissioners (“County”).

**WHEREAS**, the County owns a 2.22 acre civic site within the Windward Palm Beach P.U.D. as such civic site is legally described in Exhibit “A” attached hereto (the “Civic Site”), upon which County intends to develop a fire rescue station;

**WHEREAS**, in order to develop the station, it is necessary to acquire an adjoining .98 acre residential parcel (the “Additional Property”) to accommodate the retention requirements of Military Trail which are currently satisfied on the Civic Site;

**WHEREAS**, the HOA holds title to an easement for a 25’ wide open space buffer which runs between the Civic Site and the Additional Property as said easement is legally described in Exhibit “B”, (the “Easement”);

**WHEREAS**, the Easement must be released in order to facilitate development of the fire station;

**WHEREAS**, in order to induce the HOA to release said Easement, the County has agreed to pay the HOA the sum of \$60,000, to install landscaping and to maintain the structural integrity of the portion of the existing wall running parallel to Lots 49 thru 54 within the PUD.

**WHEREAS**, the HOA has agreed to release the Easement upon the terms and conditions hereinafter set forth.

**NOW THEREFORE**, for and in consideration of the sum of \$10, and various other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged; the Parties hereto hereby agree as follows:

1. The facts set forth above are true and correct.
2. The County shall pay the HOA \$60,000 at such time as HOA signs such consent forms as are required for County to submit applications for its required development approvals for the fire station as provided in paragraph 3 below, and the HOA delivers to County a Quit Claim Deed conveying all of the HOA's right title and interest in and to the Easement.
3. If required for County's development of the fire station, the HOA will consent to:  
i) the County modifying the Master Plan for the PUD to add the additional Property into the PUD, and ii) a rezoning of the Additional Property and Civic Site to PUD or PO (Public Ownership) to allow for development of a fire rescue station in accordance with the conceptual site plan attached hereto as Exhibit "C". In the event that County does not develop the fire station, then County shall rezone the properties back to their original zoning classifications.
4. The HOA will allow the County to install, and the County agrees to install, landscaping within the 25' open space buffer (not including the Easement) in accordance with the plans and specifications attached here to as Exhibit "D". County shall also install landscaping within the 15' landscape area along the north side of the existing 6' high wall within the Civic Site (the "Wall") in accordance with the plans and specifications attached hereto as Exhibit "D". Each party shall have the responsibility to maintain at their cost and expense all landscaping which is on their side of the Wall. County shall have no responsibility for maintenance of landscaping within the 25' open space buffer.
5. County agrees to maintain the structural integrity and to correct any structural deficiencies of the Wall, including replacement if required. Each party shall maintain and repair their side of the Wall, including pressure cleaning, painting and plastering.
6. County shall develop the fire station in accordance with the conceptual site plan attached hereto as Exhibit "C". Any material changes to the conceptual site plan or the landscaping plans and specifications shall be submitted to HOA for HOA's prior review and approval.

7. The HOA warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information.

HOA has submitted to COUNTY a copy of its non-discrimination policy which is consistent with the above paragraph, as contained in Resolution R-2014-1421, as amended, or in the alternative, if the HOA does not have a written non-discrimination policy or one that conforms to the COUNTY's policy, it has acknowledged through a signed statement provided to COUNTY that HOA will conform to the COUNTY's non-discrimination policy as provided in R-2014-1421, as amended.

8. This Agreement and the provisions hereof are for the exclusive benefit of the Parties hereto and their respective successors and permitted assigns and not for the benefit of any third person, nor shall this Agreement be deemed to confer or have conferred any rights, express or implied, upon any other third person.
9. Palm Beach County has established the Office of the Inspector General. The Inspector General's authority includes but is not limited to the power to review past, present and proposed County contracts, transactions, accounts and records, to require the production of records, and audit, investigate, monitor, and inspect the activities of the parties or entities with which the County enters into agreements, their officers, agents, employees, and lobbyists in order to ensure compliance with contract specifications and detect corruption and fraud. All parties or entities doing business with the County or receiving County funds shall fully cooperate with the Inspector General including granting the Inspector General access to records relating to the agreement and transaction. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be a violation of Palm Beach County Code, Section 2-421 – 2-440, and punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.
10. As provided in Section 287.132-133, Florida Statutes, a person or affiliate who has been placed on the State of Florida convicted vendor list following a conviction for a public entity crime may not submit a bid for a period of thirty-six (36) months from the date of being placed on the convicted vendor list. By entering into this Agreement or performing any work in furtherance hereof, HOA certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder,

have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the effective date hereof. This notice is required by Section 287.133(3)(a), Florida Statutes.

INTENTIONALLY LEFT BLANK



IN WITNESS WHEREOF, HOA and the County have caused this Agreement to be executed as of the date first set forth above.

**Palm Shores At Gables End Association, Inc,** a Florida not-for-profit corporation

By: \_\_\_\_\_  
Mike Tomasik, President

(CORPORATE SEAL)

STATE OF FLORIDA  
COUNTY OF \_PALM BEACH\_\_\_\_\_

Before me personally appeared \_\_\_\_\_, who is personally known to me, or has produced \_\_\_\_\_ as identification, and who executed the foregoing instrument as President of Palm Shores at Gables End Association, Inc., and severally acknowledged to and before me that he executed such instrument as such officer of said company, and that said instrument is the free act and deed of said company.

Witness my hand and official seal this \_\_\_\_day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Signature

Notary Public  
State of \_\_\_\_\_

(Stamp/Seal)

\_\_\_\_\_  
Print Notary Name

\_\_\_\_\_  
Commission Number  
My Commission Expires: \_\_\_\_\_

**Attest:**

**SHARON R. BOCK  
CLERK & COMPTROLLER**

By: \_\_\_\_\_  
Deputy Clerk

**COUNTY:**

**PALM BEACH COUNTY, a political  
subdivision of the State of Florida**

By: \_\_\_\_\_  
Paulette Burdick, Mayor

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

By: \_\_\_\_\_  
Assistant COUNTY Attorney

**APPROVED AS TO TERMS AND  
CONDITIONS**

By: \_\_\_\_\_  
Department Director

**EXHIBIT "A"**

**CIVIC SITE, TRACT C, PLAT OF "WINDWARD PALM BEACH (A P.U.D.)",  
ACCORDIING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 61,  
PAGES 75 THROUGH 79, INCLUSIVE, OF THE PUBLIC RECORDS OF PALM  
BEACH COUNTY, FLORIDA,**

**G:\PREM\Dev\Open Projects\FS #41 - Whitefeather Tr\EXHIBIT A.docx**

---

## Exhibit “B”

THAT PORTION OF TRACT B, AS RECORDED IN PLAT OF “WINDWARD PALM BEACH (A P.U.D.)”, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 61, PAGES 75 THROUGH 79, INCLUSIVE OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS THE WEST 25 FEET OF THE FOLLOWING DESCRIBED PARCEL:

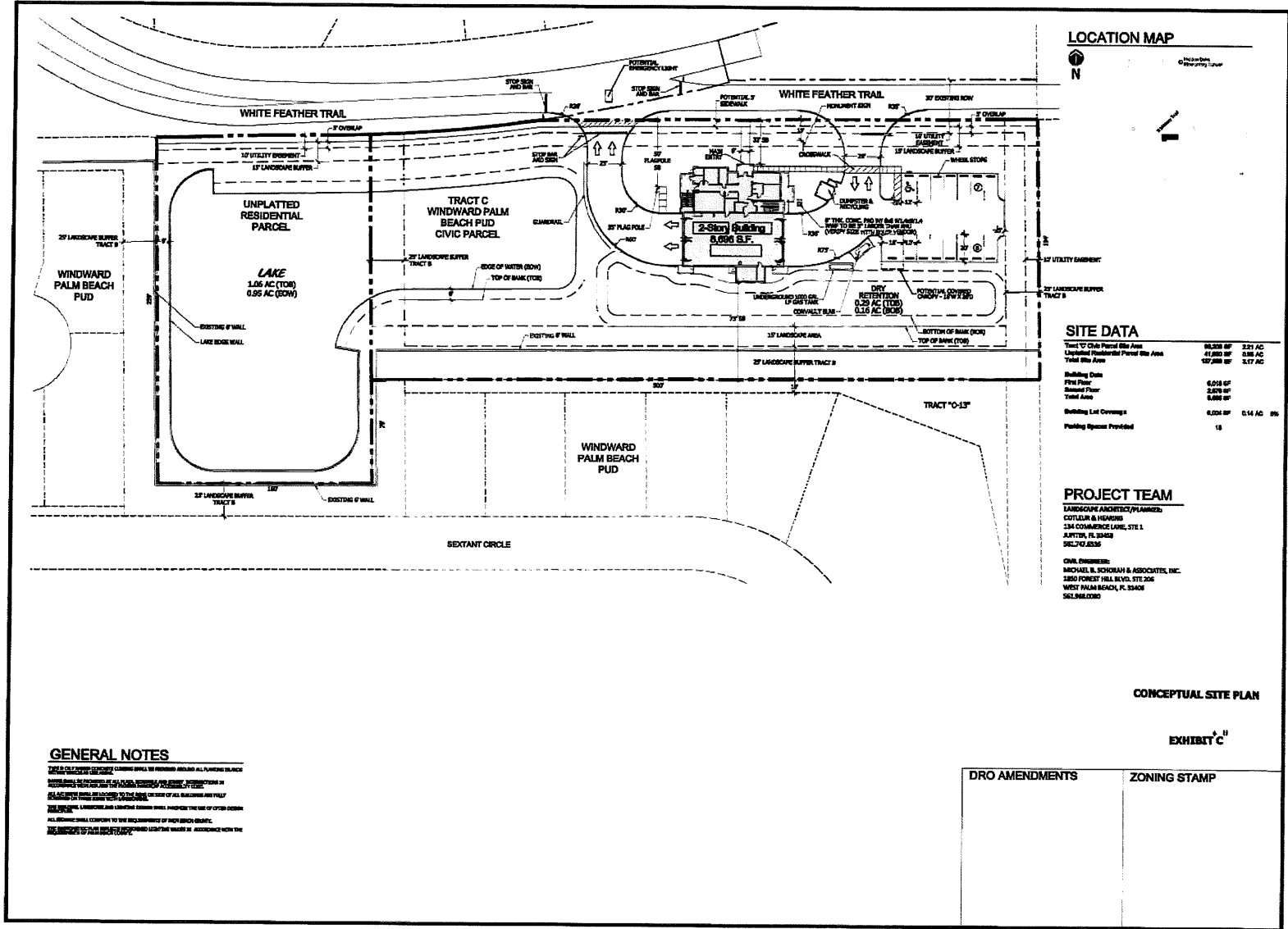
CIVIC SITE, TRACT C, PLAT OF “WINDWARD PALM BEACH (A P.U.D.)”, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 61, PAGES 75 THROUGH 79, INCLUSIVE OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, LESS THE SOUTH 23 FEET.

**Note:** This legal description may be replaced prior to closing with a metes and bounds legal description.

# EXHIBIT “C”

## CONCEPTUAL SITE PLAN

---



**Cotleur & Hearing**  
Landscape Architects  
Land Planners  
Environmental Consultants  
134 Commercial Lane  
Suite 1  
Jupiter, Florida 33408  
561.747.8336 - Fax 747.1277  
www.cotleurhearing.com  
LAP# LC20000008

**Fire Station #41N**  
Preliminary Site Plan  
Palm Beach County, Florida

Scale: 1" = 30'

DATE	BY
DESIGNED	LDH
DRAWN	LDH
APPROVED	LDH
DATE	12/15/17
SCALE	1/8" = 1'-0"
PROJECT	17-01-17
REVISION	01-01-17

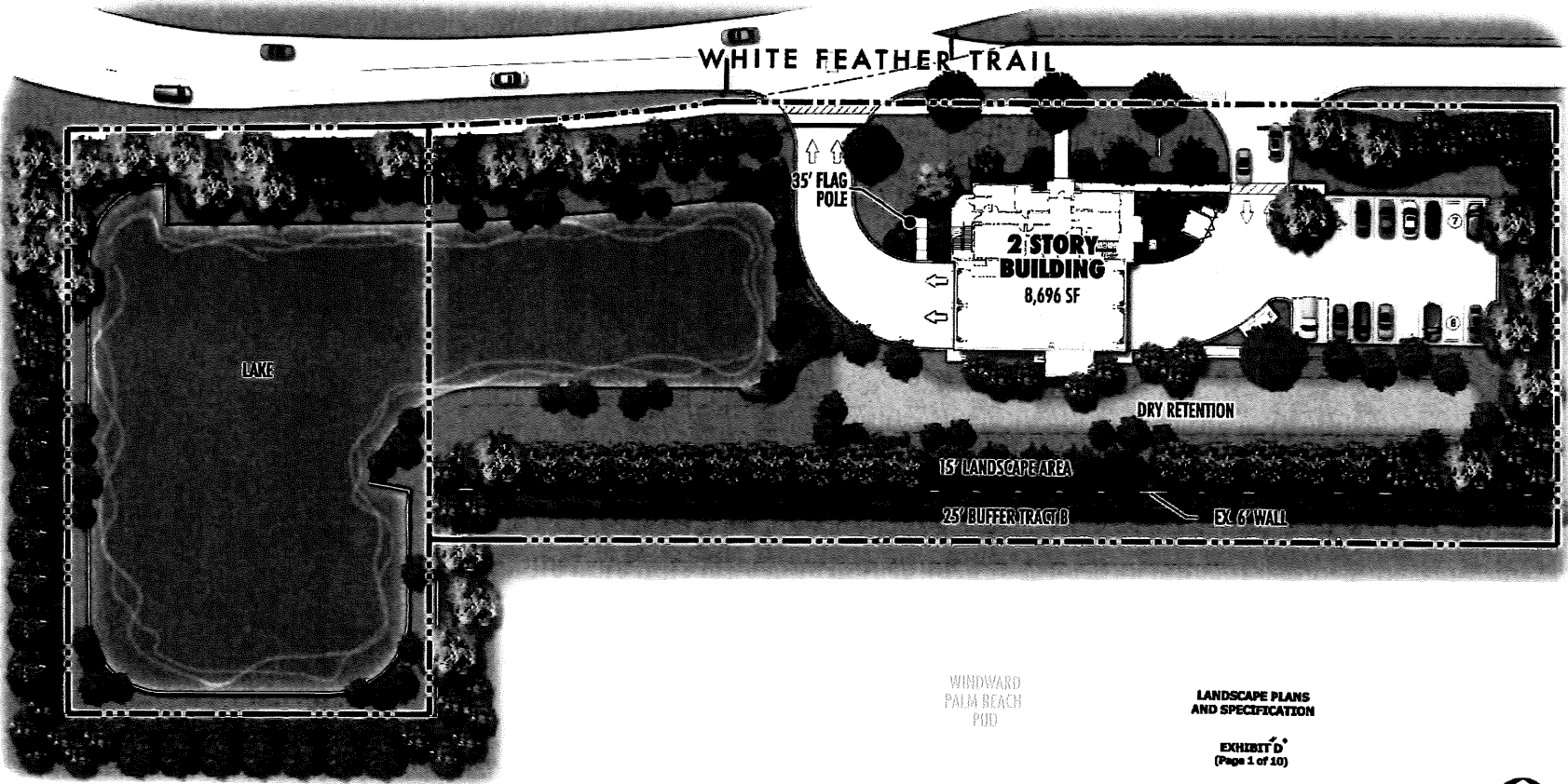
July 27, 2017 3:04 PM  
D:\PSP1\17-01-17\17-01-17

**DRO PSP1 or PSP1**

# EXHIBIT “D”

## Landscape Plans and Specifications

**FIRE STATION #41N**  
*Palm Beach County, Florida*



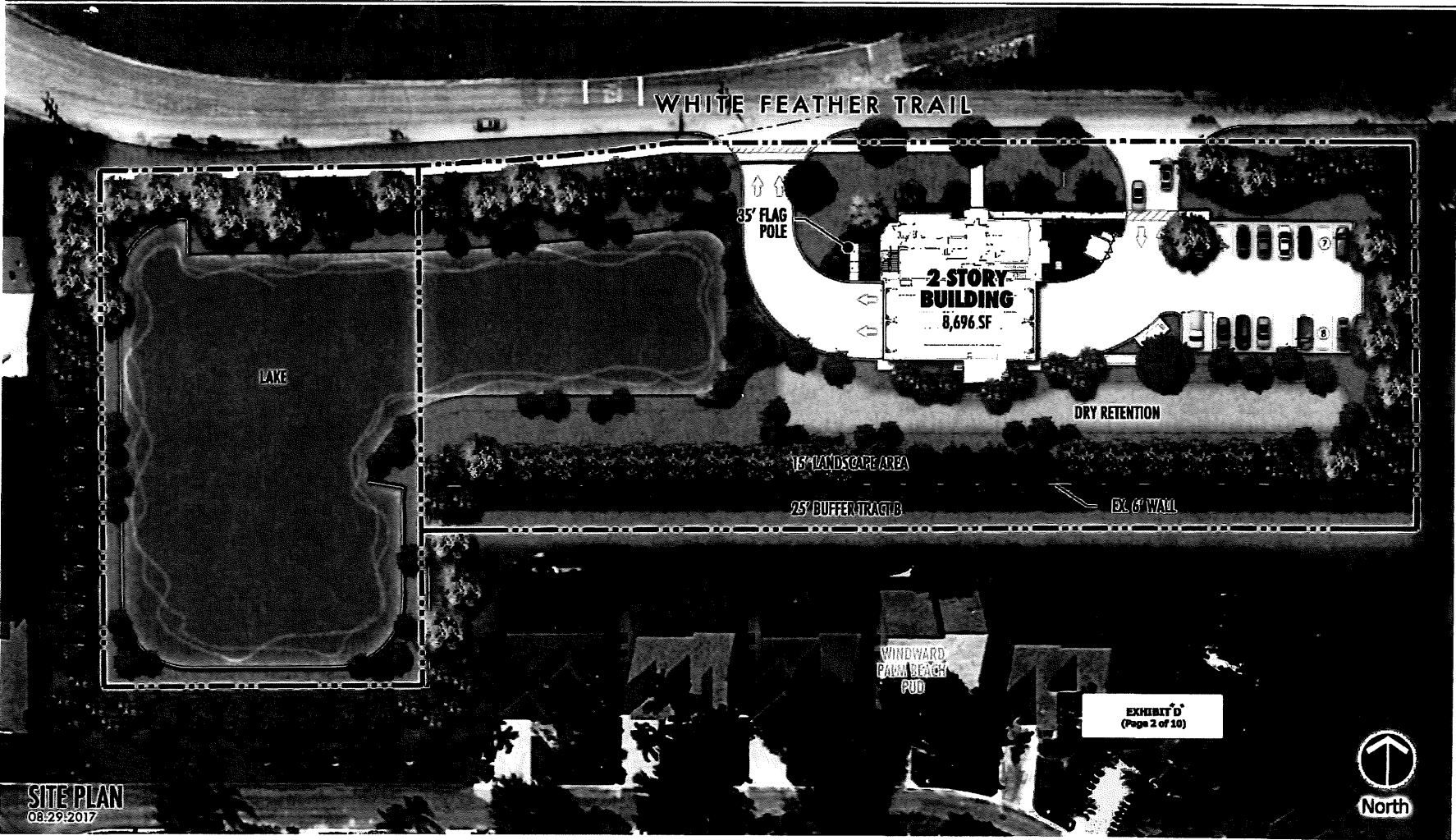
**SITE PLAN**  
08.29.2017

LANDSCAPE PLANS  
AND SPECIFICATION  
EXHIBIT D  
(Page 1 of 10)



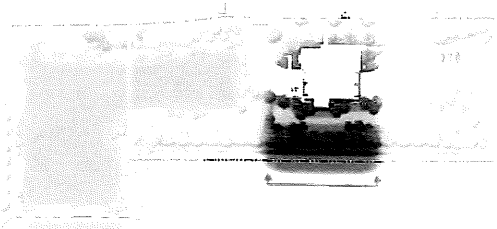


**FIRE STATION #41N**  
*Palm Beach County, Florida*



**FIRE STATION #41N**  
*Palm Beach County, Florida*

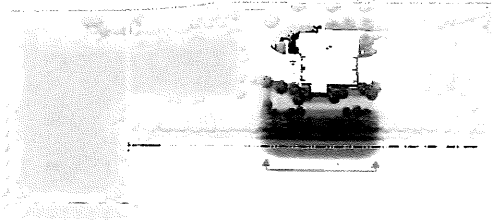




**REAR VIEW**  
**INSTALL**

**EXHIBIT D**  
**(Page 4 of 10)**

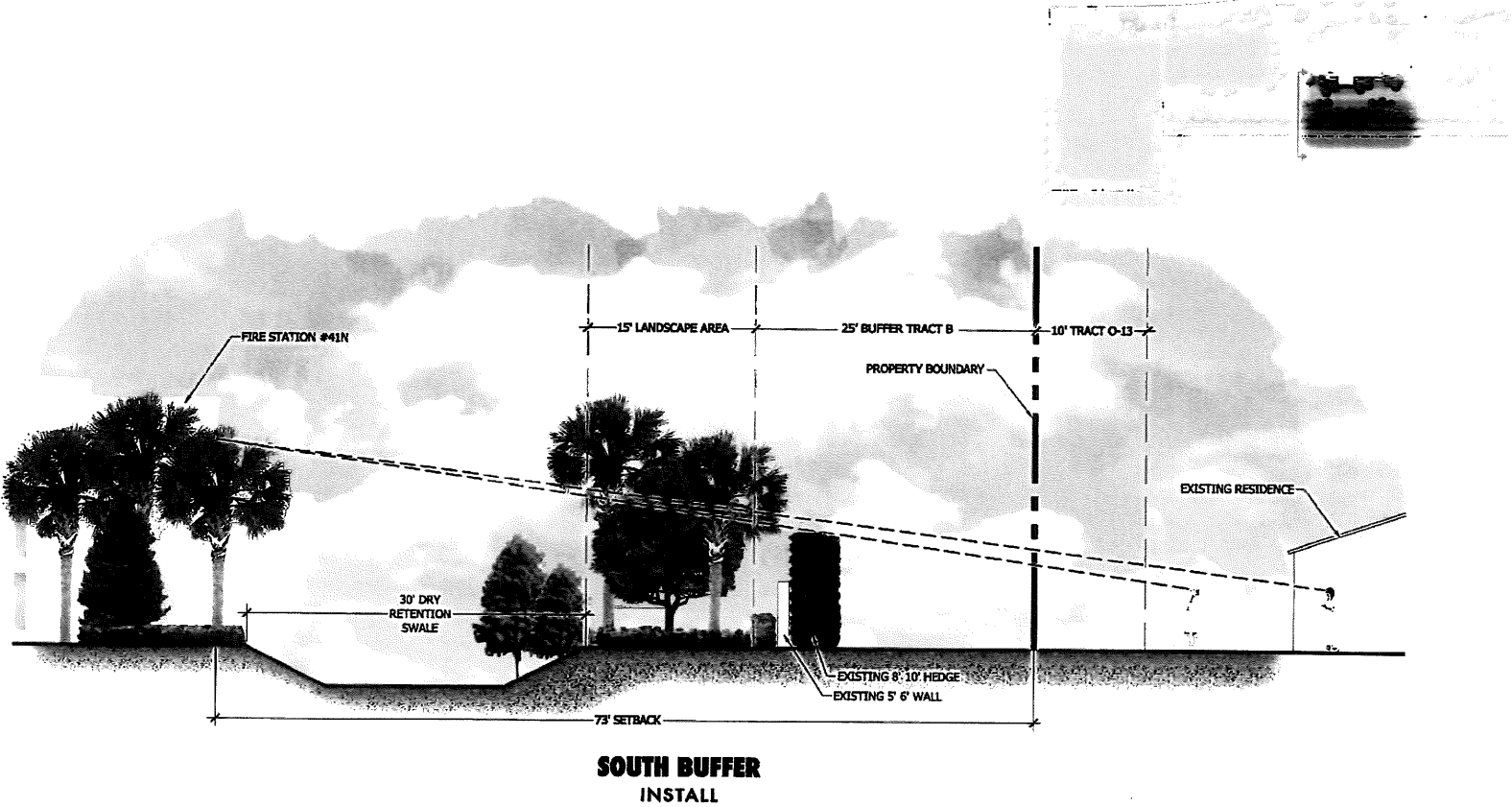
**FIRE STATION #41N**  
*Palm Beach County, Florida*



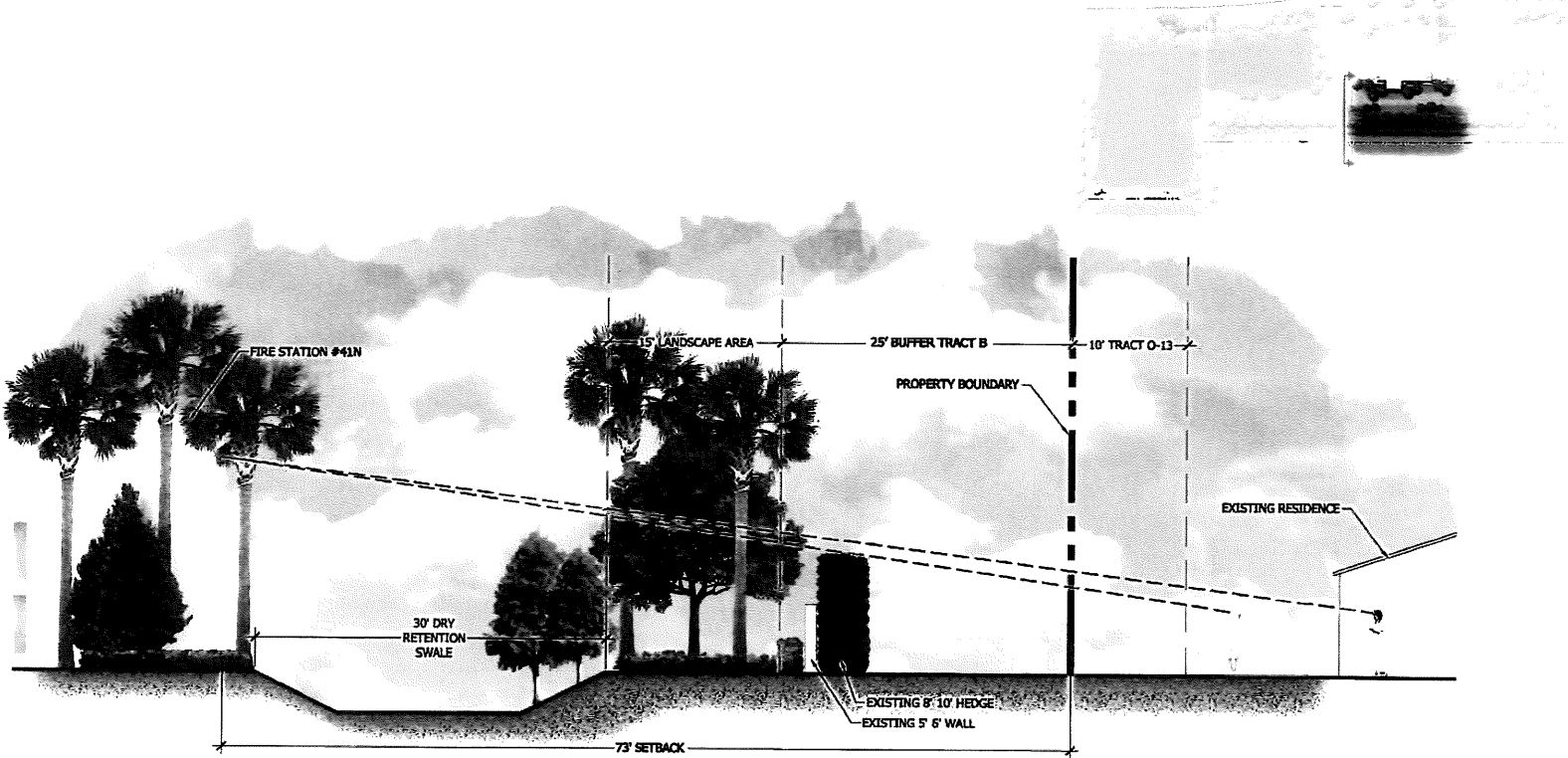
**REAR VIEW**  
**YEAR 3**

**LANDSCAPE BUFFER ELEVATION**  
08.18.2017

**EXHIBIT D**  
**(Page 5 of 10)**



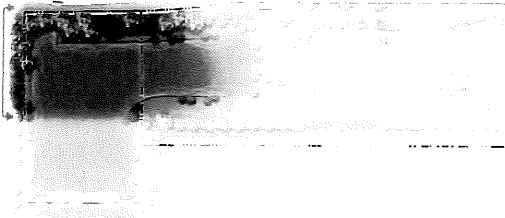
**LANDSCAPE BUFFER CROSS SECTION**  
08-18-2017



**SOUTH BUFFER**  
**YEAR 3**

**EXHIBIT D**  
**(Page 7 of 10)**

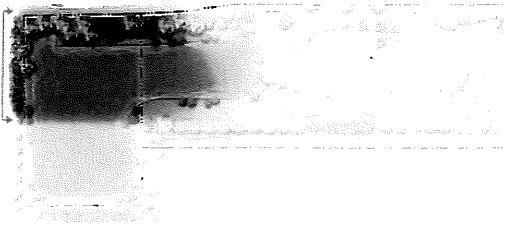
**FIRE STATION #41N**  
*Palm Beach County, Florida*



**SIDE VIEW**  
**INSTALL**

**LANDSCAPE BUFFER ELEVATION**  
*10/18/2017*

**FIRE STATION #41N**  
*Palm Beach County, Florida*



**SIDE VIEW**  
**YEAR 3**

**EXHIBIT D**  
**(Page 9 of 10)**

**LANDSCAPE BUFFER ELEVATION**  
08.18.2017





FIRE STATION #41N  
ESTIMATED LANDSCAPE COSTS  
PROPOSED LANDSCAPE DESIGN WITH INCREASED WEST AND SOUTH BUFFER TREE SIZES  
5/18/2017

QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	REMARKS	UNIT COST	SUB-TOT.
CANOPY TREES							
1	ACER RUBRUM	RED MAPLE	12' x 5', 2.5" CAL.	A.S.	FULL CANOPY	\$ 225.00	\$ 225.00
2	BURSERA SIMARUBA	GUMBO LIMBO	12' x 5', 2.5" CAL.	A.S.	FULL CANOPY	\$ 275.00	\$ 550.00
14	CALOPHYLLUM BRASILIENSE	BRAZILIAN BEAUTYLEAF	16'-18', 4-5" CAL.	A.S.	FULL CANOPY, 4' C.T. MIN.	\$ 950.00	\$ 13,300.00
5	ELAEOCARPUS DECIPIENS	JAPANESE BLUEBERRY	12' x 5', 2.5" CAL.	A.S.	FULL CANOPY	\$ 250.00	\$ 1,250.00
11	ELAEOCARPUS DECIPIENS	JAPANESE BLUEBERRY	16'-18', 4-5" CAL.	A.S.	FULL CANOPY	\$ 950.00	\$ 10,450.00
7	ILEX 'EAGLESTON'	EAGLESTON HOLLY	16'-18', 4-5" CAL.	A.S.	FULL CANOPY	\$ 950.00	\$ 6,650.00
5	JUNIPERUS VIRGINIANA SILICICOLA 'BRODIE'	BRODIE CEDAR	14'-16'	A.S.	FULL CANOPY	\$ 750.00	\$ 3,750.00
1	LAGERSTROEMIA INDICA	CREPE MYRTLE 'RED'	#30, 10'-12' OA	A.S.	FULL CANOPY, LIMB-UP 3'	\$ 180.00	\$ 180.00
1	LIGUSTRUM JAPONICUM	LIGUSTRUM TREE FORM	8' O.A./7' SPRD.	A.S.	FULL CANOPY, LIMB UP 4', MULTI-STEM	\$ 350.00	\$ 350.00
1	PINUS ELIOTII Densa	SO. FLORIDA SLASH PINE	12' x 5', 2.5" CAL.	A.S.	FULL CANOPY	\$ 250.00	\$ 250.00
5	PINUS ELIOTII Densa	SO. FLORIDA SLASH PINE	8'-10' OA	A.S.	FULL CANOPY	\$ 175.00	\$ 875.00
19	QUERCUS VIRGINIANA	LIVE OAK	12' x 5', 2.5" CAL.	A.S.	FULL CANOPY, 5' C.T. MIN.	\$ 325.00	\$ 6,175.00
10	QUERCUS VIRGINIANA	LIVE OAK	16'-18', 4-5" CAL.	A.S.	FULL CANOPY, 5' C.T. MIN.	\$ 950.00	\$ 9,500.00
1	TABEBUIA CARAIBA	SILVER TRUMPET TREE	12' x 6', 3" CAL.	A.S.	FULL CANOPY, CHARACTER SPECIMEN	\$ 230.00	\$ 230.00
8	TAXODIUM DISTICHUM	BALD CYPRESS	12' x 5', 2.5" CAL.	A.S.	FULL CANOPY	\$ 230.00	\$ 1,840.00
27	TAXODIUM DISTICHUM	BALD CYPRESS	8'-10' OA	A.S.	FULL CANOPY	\$ 175.00	\$ 4,725.00
PALMS							
3	PHOENIX SYLVESTRIS	WILD DATE PALM/SYLVESTER	8' G.W. / 11'C.T.	A.S.	FULL, SINGLE STEM	\$ 2,700.00	\$ 8,100.00
55	SABAL PALMETTO	SABAL PALMETTO	10', 14', 18' CT, STGG.	A.S.	SLICK TRUNKS	\$ 160.00	\$ 8,800.00
MEDIUM AND LARGE SHRUBS							
265	CHRYSOBALANUS ICACO 'RED TIP'	RED TIP COCOPLUM	#3, 24" x 24"	2 O.C.	FULL & THICK	\$ 10.00	\$ 2,650.00
288	CLUSIA GUTTIFERA	SMALL LEAF CLUSIA	#7, 36" X 36"	2.5' O.C.	FULL & THICK	\$ 35.00	\$ 10,080.00
216	SCHIEFFLERA ARBORICOLA 'TRINETTE'	DWARF VARIEGATED SCHEFFLERA	#3, 24" x 24"	2 O.C.	FULL	\$ 10.00	\$ 2,160.00
175	EUGENIA FOETIDA	SIMPSON'S STOPPER	#7, 36" X 36"	2.5' O.C.	FULL & THICK	\$ 10.00	\$ 1,750.00
SMALL SHRUBS AND GROUNDCOVERS							
1892	CHRYSOBALANUS ICACO 'HORIZONTALIS'	DWARF COCOPLUM	#3, 12" x 12"	2' O.C.	FULL & THICK	\$ 10.00	\$ 18,920.00
1810	ILEX VOMITORIA 'STOKES DWARF'	DWARF YAUPOH HOLLY	#3, 12" x 12"	2' O.C.	FULL & THICK	\$ 10.00	\$ 18,100.00
390	JASMINUM SIMPLICIFOLIUM/VOLUBILE	WAX JASMINE	#3, 18" x 18"	2' O.C.	FULL & THICK	\$ 10.00	\$ 3,900.00
536	MUHLENBERGIA CAPILLARIS	MUHLY GRASS	#3, 18" x 18"	18" O.C.	FULL & THICK	\$ 10.00	\$ 5,360.00
437	SPARTINA BAKERI	SAND CORDGRASS	#1, 12" x 12"	18" O.C.	FULL & THICK	\$ 5.50	\$ 2,403.50
73,656	(S.F.) PASPALUM NOTATUM	S.F. BAHIA SOD	IN RETENTION AREA		SEE SPECS	\$ 0.26	\$ 19,150.56
5,132	(S.F.) STENOTAPHRUM SECUNDATUS	S.F. ST. AUGUSTINE SOD			SEE SPECS	\$ 0.30	\$ 1,539.60
ESTIMATED LANDSCAPE COST							\$ 163,213.66
SOIL, MULCH AND LANDSCAPE INCIDENTALS							
ESTIMATED INCIDENTALS COST (12%)							\$ 19,585.64
IRRIGATION							
ESTIMATED IRRIGATION COST							\$ 25,000.00
TOTAL ESTIMATED LANDSCAPE COST							\$ 207,799.30

## BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 8-25-17

REQUESTED BY: Peter Banting

PHONE: 561-233-0217

FAX: 561-233-0210

PROJECT TITLE: Fire Station #41

PROJECT NO.:

ORIGINAL CONTRACT AMOUNT: \$

BCC RESOLUTION#:

REQUESTED AMOUNT: \$ 60,000.00

DATE:

CSA or CHANGE ORDER NUMBER:

CONSULTANT/CONTRACTOR:

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR: Funding to purchase Palm Shores at Gables End Association, Inc.'s (HOA) interest in a 25' strip of land lying between Windward PUD civic site Tract C and proposed Santos property purchase for the development of Fire Rescue Station #41.

CONSTRUCTION	
VENDOR SERVICES	\$60,000.00
STAFF COSTS**	
EQUIP. / SUPPLIES	
CONTINGENCY	
TOTAL	\$60,000.00

**\*\* By signing this BAS your department agrees to these staff costs and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed.**

### **BUDGET ACCOUNT NUMBER:**

FUND: 3704

DEPT: 441

UNIT: F107

OBJ: 6501

SUB OBJ:

### **IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check all that apply)**

- ☐ Ad Valorem (source/type: \_\_\_\_\_)
- ☐ Non-Ad Valorem (source/type: IMPACT FEES)
- ☐ Grant (source/type: \_\_\_\_\_)
- ☐ Park Improvement Fund (source/type: \_\_\_\_\_)
- ☐ General Fund ☐ Operating Budget ☐ Federal/Davis Bacon
- ☐ \_\_\_\_\_ ☐ \_\_\_\_\_ ☐ \_\_\_\_\_

**SUBJECT TO IG FEE?** ☐ YES ☐ NO

Department: FIRE RESCUE

BAS APPROVED BY: Michael C Mackey

DATE 08/25/2017

ENCUMBRANCE NUMBER: \_\_\_\_\_