

STAFF REPORT REGULAR MEETING

AGENDA DATE: October 7, 2025

DEPARTMENT: Leisure Services

TITLE:

Task Order No. 1 for Professional Services with Zyscovich, LLC for the Municipal Beach Complex Development

SUMMARY:

Review of the Task Order for the Municipal Beach Complex Development Professional Services.

BACKGROUND AND JUSTIFICATION:

The Municipal Beach Complex (MBC) is 19 ½ acres owned by the city located at 10 S. Ocean Blvd., Lake Worth Beach. The MBC includes the Casino Building, Pool Facility, waterfront park, parking area, picnic area, restrooms, municipal pier, and additional adjacent areas. The Casino Building includes a first-floor area currently leased to commercial tenants and a second-floor area of approximately 5,000 SF of unfinished space, approximately 3,000 SF of finished event space and a catering kitchen. The existing Pool Facility encompasses 32,500 SF, which was built and opened to the community in the early 1970's until its closure in 2016.

The Zyscovich, LLC contract for the Municipal Beach Complex Development Professional Services was awarded at the regular commission meeting December 3rd, 2024. In January, City Staff met with the Zyscovich, LLC consultants to identify the projects described in the consultant's proposal. On June 26, 2025 Zyscovich, LLC consultants presented Task Order No. 1 and the Zyscovich, LLC proposal to the City Commission. Under this Task Order, the consultant provided the city with location feasibility, performed required studies, developed potential option/scenarios for the facility and lead the City through the process of planning and implementations of future development services. Zyscovich, LLC amended their Site and Building Assessment and Design Driven Project Approach, and the Deliverables based on feedback received during June 26, 2025, Special City Commission Meeting and subsequent one-on-one meetings with individual Commissioners, Mayor, and staff.

The revised proposal, received on September 8, 2025, outlines two phases of work. The Phase One Strategic Planning stage consists of the following three tasks to establish the foundation for the redevelopment of the MBC planning process. Task 1 will be for the Consultant Team to study the available material and previous master plans to understand the MBC and existing conditions. Prioritizing site and building assessment identifies opportunities and constraints through technical studies, data analysis, and a SWOT/contextual assessment. Task 2 builds on this baseline to explore potential futures, alternative development scenarios, testing their feasibility, and engaging City leadership and stakeholders to evaluate benefits and trade-offs. Task 3 advances the selected development scenario into conceptual design project options, incorporating traffic and parking analysis, site planning, and public engagement, and culminating in the selection of a preferred concept and definition of next steps toward implementation.

The Phase Two Design Driven Plan Implementation stage involves detailed planning, financial considerations, recommendations and implementation strategies for the Phase 1 selected/preferred project. Phase 2 begins after Phase 1 work identifies and confirms the feasibility and selection of a viable project for the MBC facility and site, and key leaders and decision-makers show strong engagement and support. Task 4 moves forward into further development of the Project by defining an overall approach that will identify necessary components including infrastructure capacities, program requirements, parking, phasing and other project characteristics. The Consultant will develop, in consultation with City Staff, a strategy for additional public outreach and engagement during this Phase 2 work. During Task 5 MBC Plan Implementation, the Consultant will provide strategic advisory services to the city to support the implementation of the proposed development project.

The services to be provided under this revised Task Order shall be completed within (9) months from the City's approval of this task Order or the issuance of a Notice to Proceed, identifies 44 deliverables and is not to exceed the amount of \$473,121.60.

MOTION:

Move to approve/disapprove Task Order No. 1 for Professional Services with Zyscovich, LLC for the Municipal Beach Complex Development

ATTACHMENT(S):

Fiscal Impact Analysis
Task Order No 1
Scope of Work

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	0	0	0	0	0
Operating	\$473,121.60	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact (If not budgeted)	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

New Appropriation (Not Budgeted) Fiscal Impact:		
	Revenue Source	Expenditure
Department	Discretionary Sales Tax	Discretionary Sales Tax
Division	N/A	Beach/Casino Building
GL Description	Use of Fund Balance	Special Rec Facility / Professional Services
GL Account Number	307-0000-395.00-00	307-8057-575.31-00
Project Number	N/A	N/A
Requested Funds	\$473,121.60	\$473,121.60
Remaining Balance	N/A	N/A