

TOWN OF PALM BEACH SHORES, FLORIDA
REGULAR MEETING MINUTES
JANUARY 23, 2017

Mayor Koutzen called the meeting to order at 7:00 pm. The meeting was held at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404.

Town Clerk Evyonne Browning called the roll and those present were Mayor Myra Koutzen, Vice Mayor Lisa Tropepe, Commissioner Roby DeReuil, Commissioner Gil Gilgallon, and Commissioner Pat O'Hara. Also present were Town Attorney Keith Davis, Police Chief Duncan Young, Fire Chief Trevor Steedman, Public Works Director Alan Welch and Town Clerk Evyonne Browning.

APPROVAL OF MEETING AGENDA (Additions, substitutions, deletions)

MOTION AND VOTE: Commissioner O'Hara moved to approve the Meeting Agenda as printed. Vice Mayor Tropepe seconded the motion, which passed unanimously.

CONSENT AGENDA (Items that do not need discussion, but require a vote)

- a. Approval of December 19, 2016 Regular Meeting Minutes
- b. Approval for the Town to Submit a Resolution by the CRC (Constitution Revision Commission) in support of the positions of the Florida League of Cities relating to municipal representation on the CRC.

MOTION AND VOTE: Commissioner O'Hara moved to approve the Consent Agenda. Commissioner Gilgallon seconded the motion, which passed unanimously.

PRESENTATIONS - None

DEPARTMENT AND BOARD REPORTS

- a. Financial Report

MOTION AND VOTE: Commissioner Gilgallon moved to approve the Financial Report as presented. Commissioner O'Hara seconded the motion, which passed unanimously.

- a. Staff Reports: Police Department, Fire Department, Public Works, Town Clerk, Town Attorney.
- c. Planning & Zoning Report (verbal): P & Z Chairman Janet Kortenhaus stated at the November meeting they gave approval to 20 Lake Drive for an addition to their existing dock and the plans were unanimously approved. She also thanked the Commission for allowing the P & Z Board to oversee the one cent sales tax project.

COMMISSION REPORTS

Vice Mayor Tropepe stated that the City of Riviera Beach is working on a project through their Capital plan for the replacement of water mains around the Town. She gave a copy of their proposal to the Mayor and to Danny Brannon.

Commissioner O'Hara stated she is working with the Fire Chief on current grant opportunities. She gave an update on the grants that former Town Manager Hoon had been working on and stated the Town received notice that we did not get awarded 2 of those grants; however, we will be notified in April of this year if we will be awarded any funds for the Lifeguard stand and the playground area.

Mayor Koutzen gave an update on the upcoming polo event on February 4th that the parking lot will be closed. We will have added security, the Fire Department will be there, and the coordinator of the event has hired a firm to keep the bathrooms clean.

She also stated that after viewing a recent aerial of the Town's beach lot, it appears that Cindy Larcher has been encroaching on the Town's property with beach chairs and these must be moved for the polo event.

She also gave an update on the area at the community center that has been closed in for the Seasideers to use for storage. They will no longer be storing items in the Public Works area.

Commissioners DeReuil and Gilgallon did not have reports.

PUBLIC COMMENTS

There were comments regarding the following:

1. A resident is concerned about a large tree growing into the power lines in the space between his home and his neighbor.
2. A resident had ideas of using the community center for a monthly dinner and show.
3. A resident was concerned that she heard the Town had received a formal letter that Town can no longer have the crèche and Christmas tree on Town property.

PROJECT UPDATES *(Non-voting items)*

- a. Danny Brannon gave an update on funding for the undergrounding project. He also stated the surveying project for the Town should be completed in 10 to 15 days. He further stated it will take approximately 6 months for the plans to be completed.

ORDINANCES AND RESOLUTIONS

- a. Ordinance O-1-17: Charter Amendment and Ballot Language with 3 questions.
- b. Ordinance O-1-17: Charter Amendment and Ballot Language with 4 questions.

MOTION AND VOTE: Vice Mayor Tropepe moved to approve the ballot language with the 4 questions. Commissioner O'Hara seconded the motion, which passed unanimously.

MOTION AND VOTE: Commissioner O’Hara moved to approve Ordinance O-1-17 with 4 questions as read title only by Town Attorney Davis. Commissioner DeReuil seconded the motion, which passed unanimously.

OTHER BUSINESS *(Any regular business requiring a vote)*

- a. Approval of Engineering Deposit with FPL for Undergrounding Project

MOTION AND VOTE: Vice Mayor Tropepe moved to approve the engineering deposit for the undergrounding project in the amount of \$24,479.00 to be allocated to FPL. Commissioner Gilgallon seconded the motion, which passed unanimously.

- b. Amended Agreement with SAFEbuilt to add Administrative Services.

MOTION AND VOTE: Commissioner Gilgallon moved to approve the first amendment to the SAFEbuilt contract. Commissioner O’Hara seconded the motion, which passed unanimously.

- c. Funding request to purchase replacement of Self-contained Breathing Apparatus (SCBA).

MOTION AND VOTE: Commissioner Gilgallon moved to approve the funding request with Fischer on a lease/purchase plan to be paid through contingency funds. Commissioner O’Hara seconded the motion, which passed unanimously.

- d. Approval of Special Event Permit SP17-1, Community Center, April 22, 2017.

MOTION AND VOTE: Vice Mayor Tropepe moved to approve Special Event Permit SP17-1 contingent on all paperwork is received and fees paid. Commissioner O’Hara seconded the motion, which passed unanimously.

- e. Approval of Special Event permit SP17-2, Beachside Catamaran Sailboat race stopover, May 3, 2017.

MOTION AND VOTE: Vice Mayor Tropepe moved to approve Special Event Permit SP17-2 contingent on all paperwork is received and fees paid. Commissioner O’Hara seconded the motion, which passed unanimously.

- f. Approval of Special Event Permit SP17-3, Community Center, May 19, 2017.

MOTION AND VOTE: Vice Mayor Tropepe moved to approve Special Event Permit SP17-3 with confirmation this event was booked prior to the updated special event application. Commissioner O’Hara seconded the motion, which passed unanimously.

g. Approval of Special Event Permit, SP17-4, Community Center, February 12, 2017

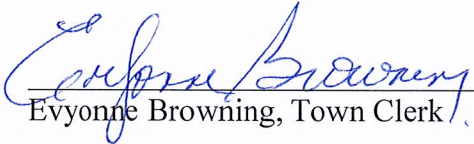
MOTION AND VOTE: Vice Mayor Tropepe moved to approve Special Event Permit SP17-4 with confirmation this event was booked prior to the updated special event application. Commissioner O'Hara seconded the motion, which passed unanimously.

ADJOURNMENT

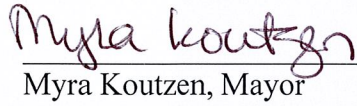
MOTION: Vice Mayor Tropepe moved to adjourn the meeting at 9:14 pm.

Approved this 27th day of February, 2017

Attest:



Evyonne Browning, Town Clerk



Myra Koutzen, Mayor

(Seal)

