

Agenda Item No. C - 1

VILLAGE OF ROYAL PALM BEACH
Agenda Item Summary

AGENDA ITEM: Approval of the minutes of the Council Special Meeting of July 11, 2024, Council Budget Workshop of July 11, 2024 and Council Regular Meeting of July 18, 2024.

ISSUE: It is necessary for Village Council to approve all Village Council meeting minutes.

RECOMMENDED ACTION: Motion to Approve

Initiator	Village Manager Approval	Agenda Date	Village Council Action
Village Clerk		8/15/24	

**VILLAGE OF ROYAL PALM BEACH
MINUTES OF COUNCIL SPECIAL MEETING
VILLAGE COUNCIL CHAMBERS
THURSDAY, JULY 11, 2024
6:30 P.M.**

Ways to Participate

- In Person: Public may participate in person at the Village Council Chambers, 1050 Royal Palm Beach Boulevard, Royal Palm Beach, FL 33411.
- Computer, Tablet, Smartphone: Public may participate remotely by joining GoToWebinar from your computer, tablet or smartphone via www.royalpalmbeachfl.gov/webmeetings.
- Telephone: Public may listen only via phone remotely by dialing United States +1 (631) 992-3221, Webinar ID: 927-053-963, Access Code: 770-009-626.

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Fred Pinto
Vice Mayor Jeff Hmara
Councilwoman Selena Samios
Councilwoman Jan Rodusky
Councilman Richard Valuntas

All members of the Council were present along with the Village Manager, Village Attorney (Mitty Barnard) and the Village Clerk.

REPORTS

Councilwoman Rodusky invited everyone to attend The Palm Beach Shakespeare Festival featuring *King Lear* to be held at Commons Park from July 25 – 28, 2024. Also reported on a meeting with a representative from Discovery of the Palm Beaches held at Veterans and Commons Parks in an effort to include them in the new Cultural Asset map of Palm Beach County.

Vice Mayor Hmara reported on a meeting with the new Royal Palm Beach High School Principal, Dr. Shakeica Robinson, noting she too was a guest speaker at the Royal Palm Beach Rotary Club. He attended the Palm Beach County League of Cities meeting where the guest speaker Mary Blakeney, Director of Emergency Management of Palm Beach County, gave information and predictions on the number of hurricanes and tropical storms anticipated. Vice Mayor Hmara also announced that Royal Palm Beach has its own Hurricane Preparedness Guide available to all residents.

Councilman Valuntas announced that District 6 County Commissioner will be hosting a candidate forum at the Cultural Center on July 25th for candidates on the August 20th Primary Election ballot.

Councilwoman Samios gave highlights from the July 4th activities including the golf and sand volleyball tournaments, bass fishing tournament, bean bag toss tournament, and kids crafts as well as the free rides. She announced the estimated attendance for the July 4th event was between 25,000 to 30,000 attendees. She also reported on the summer youth sports camps that include

volleyball and basketball camp. She announced the Senior Citizen Health Expo will be held at the Cultural Center on July 31st.

Mayor Pinto thanked the Parks department, PBC fire department and PBSO for their service to the community at the July 4th event.

PETITIONS – None

STATEMENTS FROM THE PUBLIC ON NON AGENDA ITEMS OR CONSENT AGENDA ITEMS – None

CONSENT AGENDA

The Village Clerk read into the record the Consent Agenda as follows:

1. **Approval of the minutes of the Council Regular Meeting of June 20, 2024. (Village Clerk)**
2. **Approval and authorization for the Mayor to execute the Ninth Addendum to the Law Enforcement Service Agreement by and between the Palm Beach County Sheriff’s Office and the Village of Royal Palm Beach. (Village Manager)**
3. **Approval and authorization for the Mayor to execute a Traffic Control Jurisdiction Agreement between Tuttle Royale Property Owners Association, Inc. and the Village of Royal Palm Beach. (Village Engineer)**
4. **Approval and authorization for the Village Manager to execute the “Fourth Addendum to Food and Beverage Services Agreement” between the Village and Seeds Café, LLC, to provide for the third one (1) year renewal term beginning October 1, 2024 and ending October 1, 2025. (Director of Parks & Recreation)**
5. **Approval for the Mayor to execute a “Consent to Assignment of Website Design Implementation and Hosting Agreement” in order to assign the current Agreement with Municipal Code Corporation to CivicPlus, LLC. (Information Systems Director)**
6. **Approval and authorization for the Village Manager to execute the “Fourth Addendum to Food and Beverage Services Agreement, Commons Park” between the Village and Eats & Teas Holding, LLC, now doing business as Parkside Cafe & Catering LLC, to modify the end of the current term and eliminate future renewals. (Director of Parks & Recreation)**

Councilwoman Samios pulled Consent Agenda Item #2 for discussion.

Councilwoman Samios made a motion to approve the Consent Agenda less Item #2; seconded by Councilman Valuntas. Hearing no discussion, Mayor Pinto put the motion to a vote and it passed unanimously.

The Village Manager reported that the new PBSO agreement is effective October 1, 2024 through September 30, 2025 and includes two additional deputies bringing the total number of sworn officers to 57 with a total of 109 employees. He added with the additional officers and cost of living increase the total increase to the contract is 6.24%. The Village Manager stated this will be the 19th year with the PBSO, it has been a great relationship and recommended approval. A discussion ensued with regard to the need for additional officers once the Tuttle Royale development is open.

Councilwoman Samios made a motion to approve Consent Agenda Item #2; seconded by Vice Mayor Hmara. Hearing no discussion, Mayor Pinto put the motion to a vote and it passed unanimously.

REGULAR AGENDA

- 1. Public hearing for second reading and adoption of Ordinance No. 1048, amending Chapter 21.7 Streets, sidewalks and other public places. Article I. In General. to add entirely new Sections 21.7-1. Definitions., 21.7-2. Prohibited use of public road rights-of-way and 21.7-3. Enforcement and penalties. to regulate and prohibit certain activities in Village rights-of-ways. (Community Development Director)**

The Village Attorney (Mitty Barnard) read into the record the title of Ordinance No. 1048. The Community Development Director was present for questions and noted this is second reading.

After confirming with the Village Clerk and the Village Manager there were no public comments, Mayor Pinto closed public comment with no response.

Councilman Valuntas made a motion to approve; seconded by Councilwoman Rodusky. Hearing no discussion, Mayor Pinto put the motion to a vote and it passed unanimously.

- 2. Public hearing for second reading and adoption of Ordinance No. 1049, amending Chapter 23. Traffic and Vehicles. to add entirely new Sections 23-19. Stopping, standing and parking in designated areas. to prohibit such activity in fire lanes and other designated areas where signs, street or curb markings prohibit. (Community Development Director)**

The Village Attorney (Mitty Barnard) read into the record the title of Ordinance No. 1049 noting this is second reading.

After confirming with the Village Clerk and the Village Manager there were no public comments, Mayor Pinto closed public comment with no response.

Councilwoman Rodusky made a motion to approve; seconded by Vice Mayor Hmara. Hearing no discussion, Mayor Pinto put the motion to a vote and it passed unanimously.

ADJOURNMENT

Mayor Fred Pinto

Diane DiSanto, Village Clerk

**VILLAGE OF ROYAL PALM BEACH
MINUTES OF COUNCIL BUDGET WORKSHOP
VILLAGE COUNCIL CHAMBERS
THURSDAY, JULY 11, 2024
IMMEDIATELY FOLLOWING COUNCIL SPECIAL MEETING**

Ways to Participate

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PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Fred Pinto
Vice Mayor Jeff Hmara
Councilwoman Selena Samios
Councilwoman Jan Rodusky
Councilman Richard Valuntas

All members of the Council were present along with the Village Manager, Village Attorney (Mitty Bernard) and the Village Clerk.

COMMENTS FROM THE PUBLIC – None

REGULAR AGENDA

1. Budget Message by Village Manager

The Village Manager submitted, in accordance with the Village Code, the proposed 2025 budget to establish an action, operation and financial plan for the delivery of Village services and facilities. He reported \$1.92 per thousand dollars of taxable value will remain the same for the 13th year in a row. This will be the 28th year that the tax rate has been the same or less than the previous year. He said this year's budget was balanced using recurring revenues and the American Rescue Plan Act (ARPA) funds. He explained the use allowed of the ARPA funds and noted the tax base is approximately 10% of the total tax bill from the Palm Beach County Property Appraiser. He reported that this year's increase is for the level of service in the Parks & Recreation department and the Palm Beach County Sheriff's office.

2. Budget Overview by Finance Director

The Finance Director gave a summary of the 2024-2025 budget showing the total budget of \$68,188,329 with 46% for General Operating, 43% Capital Projects, 10% for reserves and 2% stormwater utility. She stated the budget highlights are as follows: property values are projected this year at a 7.36% increase from prior year, the millage rate of 1.92 has been maintained and consumption based revenues increased 14% with the one-cent sales surtax revenue anticipated to sunset in December 2024.

She gave the Ad Valorem Tax overview which shows the Village's property values, including new construction, have increased 7.36% as follows: Prior year value – \$4.265 billion; current year value – \$4.579 billion with an increase of

\$314 million. The Finance Director stated the budget is proposing to maintain the operating millage rate at \$1.92 mils per thousand.

She showed the impact of the total proposed millage rate of \$1.9200 on homes valued from \$225,000.00-\$336.00, \$350,000.00-\$576.00 and \$475,000.00-\$816.00 all-encompassing the homestead exemption.

The General Fund Revenue Summary is \$31,316,956 with property taxes generating 26%, other taxes and fees 23% which totals 49% of the revenue stream. Licenses and permits are 15%, intergovernmental revenues at 23%, charges for services 1%, fines 1%, miscellaneous revenues 5%, transfers 8%. The expenditure summary is \$31,316,956 with personnel services at 42%, contractual services 38% which is comprised of mainly the PBSO, other charges and services 17%, and operating supplies 3%, other operating supplies, department capital outlay and grants and aids are less than 1%. The expenditure summary shows merit adjustments are programmed at an average of 3.5% for all employees. A cost of living adjustment of 3.5%. Property insurance premiums will be based on market projections and medical insurance cost is projected to increase 3%.

The expenditure summary shows the following position changes approved during the fiscal year are as follows:

Community Development – Reclassification of Code Enforcement Supervisor to Community Development Administrator, Reclassification of Senior Administrative Assistant to Code Enforcement Inspector II, Reclassification of Administrative Assistant I to Permit Technician

Public Works – Elimination of (2) General Maintenance I, Elimination of (1) General Maintenance II, Elimination of (1) Custodian

Parks & Recreation – Elimination of (2) General Maintenance I, Reclassification of Assistant Parks & Recreation Director to Recreation Superintendent

Village Manager – Reclassification of Public Information Specialist to Media and Web Specialist

And the Proposed Position Changes as follows:

Engineering – Special Projects Manager added, elimination of part-time Intern

Public Works – Reclassification of (1) General Maintenance I to be split with Stormwater Utility

Parks & Recreation – (1) General Maintenance II added to the Parks Division, (1) Part-time Facility Attendant added to the Cultural Center

The Finance Director stated that the Stormwater Utility Fund Revenue Summary is \$1,368,335 which is funded 98% by the stormwater utility fee and 2% Misc. Revenue. She reported that the stormwater proposed fee is \$6.50 per equivalent residential unit (ERU) noting the current fee is \$5.50 per ERU. She added that at the current rate the estimated expenditures would exceed the expenditures but with the \$1.00 increase there would be revenues over expenditures of \$162,866.

The expenditure summary is \$1,368,335 which is 44% for personnel services, other charges and services 37%, operating supplies 6%, 11.9% is reserved for future use or fund balance.

The Finance Director reviewed the Capital Improvements Funds – CIP at \$35,503,038 with an estimated FY2024 carryover budget at \$24,614,750. The

Beautification Fund and the Recreation Facility Fund is less than 1%; American Rescue Plan is 17%; Impact Fee Fund 1%; Sales Surtax 5%; General Capital Improvements Fund 42%, Stormwater Utility 17% and Reserves 18%.

Councilwoman Samios asked and received information on if the stormwater rate would increase only 50 cents this year and 50 cents next year as opposed to the full \$1.00 this year. In addition, a discussion ensued regarding the history of the last increase in the stormwater utility fund.

**3. Department Directors Present Operating Budgets
General Fund**

1. Village Council

The Village Manager referred to page 56 and reported a less than 4% increase and explained the changes that include cost of living increases and travel and per diem.

2. Village Manager

The Village Manager referred to page 59 noting an increase of .25% that includes Human Resources, Village Clerk and Planning and Zoning departments. He added that the Village's Lobbyist Ron Book raised his fee from \$50,000 to \$60,000 per year.

3. Legal

The Village Manager stated there was an increase of 9.13%, noting it is a reflection of two things, a rate change as well as the monies that are reimbursed through the development community.

4. Police

The Village Manager referred to page 82 stating that PBSO will be adding two new officers totaling 57 sworn officers and 109 personnel. The total contract will increase from 8.8 million to 9.4 million and include the cost of living and the two new officers with a total increase of 6.27%. No other changes.

5. Human Resources

The Human Resource Director referred to page 67 explained the few changes in the budget that include inflationary costs. The HR department has been working with IS and Finance to implement a new HRAS system and completing asset survey to be out to bid. She gave an update on the renewal insurance rates and explained the strategy being used to keep the cost down. A discussion ensued and explanation was given on worker's compensation costs noting it is based off a 3-year rolling period.

6. Planning & Zoning

The Director of Planning & Zoning referred to page 71 stated this is a status quo budget with inflationary costs included.

7. Finance

The Finance Director referred to page 73 noting an increase of 5% overall due to personnel related and audit fees.

8. Non-departmental

The Finance Director referred to page 113 noting an increase of 4% with the majority of the increase for insurance. The Village Manager further explained the changes that are being made on the insurance coverages and the difference in risks involved. The Human Resource Director reported on the amount of new structures added such as the new Village Hall which added to the actual premiums.

9. Information Systems

The Information Systems Director referred to page 78 noting an increase of less than 1% due to hardware and software maintenance contracts. She announced that Enterprise Resource Planning (ERP) system will be replaced with a new system. She noted that another major project will be adding 33 cameras to the grounds at Commons Park. A discussion ensued with regard to AI and cybersecurity.

10. Community Development

The Director of Community Development referred to page 4 where it shows the departmental operating budget comparisons. He said there was an opportunity to increase the level of service and shift some of the personnel around in the department i.e. a Community Development Administrator position was created, a reclassification to a full time permit tech and an additional code enforcement officer was added. He said with those reclassifications it was a reduction of \$10,000 a year. He referred to page 83 that shows 1.5 million dollar budget for the year that includes strategic plan initiatives.

11. Engineering

The Village Engineer referred to page 91 stating the most significant change is to add a Special Projects Manager to oversee the construction of the new Recreation Center. The Village Manager added this is a full time temporary position and will be eliminated once the project is complete.

12. Public Works

The Director of Public Works referred to pages 96, 97, 98 stating this is a status quo budget with a decrease in personal services with an offset increase in contractual services and maintenance contracts. The entire budget has an increase of 1.8%.

Utility Fund

1. Stormwater Utility

The Director of Public Works referred to page 120, 121, 122 stating this is a status quo budget with few changes. He reported a slight decrease in personnel services as well as maintenance contracts (due to the purchase of a street

cleaner). He noted the \$1.00 increase in the stormwater utility is per month and \$12.00 per year. The Village Manager added the average stormwater utility rate throughout the county is \$9.00 per month.

13. Parks & Recreation

The Director of Parks & Recreation referred to page 102 stating the increases are relative to additional operations, the upkeep and maintenance for the two new Corporate Pavilions at Commons Park, the newly renovated Cypress Hall and the soon to be opened 5.8 acre Crestwood North Park. He said to meet these expanded services and amenities the overall Parks and Recreation Budget is increasing by 8.75% which includes one new full time employee and one new permanent part time employee as well as expanded contractual services for park maintenance to include Ewing Park, Challenger Park and the grounds surrounding the Cultural Center. He noted there are no plans to cut or reduce any parks or recreation services or programs.

4. Capital Budget

The Village Engineer presented the 2025-2029 Capital Improvement Program summary and gave an overview of the seven different funds totaling \$35,503,038 in Available Funding and \$23,066,058 in 2025 Expenditures. The Recreation Facilities Fund 101 expenditures are associated with the acquisition, improvement, expansion or implementation of parks and recreational facilities and includes new pickle ball courts and Southern Boulevard Park.

The Community Beautification Fund 102 is expenditures associated with enhancing the aesthetic landscape and visual perception of the Village that includes the Okeechobee Boulevard Main Entrance and Sign Improvements.

The Village Engineer reviewed the American Rescue Plan Act of 2021 (ARPA) which is limited to public health, emergency response, economic support, premium pay for essential workers, governmental workers, governmental services, infrastructure improvements, housing and homelessness. He stated there is one remaining project that includes the completion of Cypress Hall renovations.

The Impact Fee Fund 301 expenditures are associated with the acquisition, improvement, expansion or implementation of facilities related to new development and expenditures are limited to new roads, public parks and public buildings. This fund includes Camellia Park office and bathroom renovations as well as parking lot drainage improvements. He showed a summary of the remaining projects.

The Local Discretionary Sales Surtax Fund 302 associated with the construction, reconstruction, or improvement of public facilities that have a life expectancy of five or more years and any land acquisition land improvement design and engineering costs. This fund includes the Renovation and Expansion of the Recreation Center. The Village Engineer gave details on the design and construction bidding process and explained the significant design issues and costs noting because of those reasons the mezzanine track has been eliminated. This fund includes several other projects that included the splash pad repairs at Veterans Park where a discussion ensued and it was the consensus to push that project into the future.

The Village Engineer reviewed the expenditures in the General Capital Improvement Fund 303 where the expenditures are associated with general capital improvements and includes the renovation of the David B. Farber building. The Village Engineer reported on the changes made in the redesign of the David B. Farber building where the kitchen would be expanded to connect with both meeting rooms and expand the restrooms. He said that other projects include the entire Village Hall Site resurfacing, Enterprise Resource Planning (ERP) software and consultant, Surveillance Video Camera and Electronics upgrades, Cultural Center Entry Enhancement with a Portecochere, Lighting upgrade at Bob Marcello park to LED, All Access Playground constructed next to the northeast playground at Commons Park, Earth Day Park Pathway Lighting, Playscape Replacement at Moonlight Park, Boat Ramp and Dock Replacement, Road Re-Surfacing and showed the remaining list of budgeted projects.

The Village Engineer reported that the Stormwater Capital Improvement Fund 408 expenditures are associated with capital improvements for stormwater infrastructure and includes a LaMancha Subdivision Drainage, Stormwater Pipe Repair and Replacement, Canal System Dredging, LaMancha Avenue Drainage, Canal Bank Maintenance and showed the remaining list of budgeted projects. The Village Engineer added the majority of the monies are coming from the ARPA grant.

ADJOURNMENT

Mayor Fred Pinto

Diane DiSanto, Village Clerk

**VILLAGE OF ROYAL PALM BEACH
MINUTES OF COUNCIL REGULAR MEETING
VILLAGE COUNCIL CHAMBERS
THURSDAY, JULY 18, 2024
6:30 P.M.**

Ways to Participate

- In Person: Public may participate in person at the Village Council Chambers, 1050 Royal Palm Beach Boulevard, Royal Palm Beach, FL 33411.
- Computer, Tablet, Smartphone: Public may participate remotely by joining GoToWebinar from your computer, tablet or smartphone via www.royalpalmbeachfl.gov/webmeetings.
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PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Fred Pinto
Vice Mayor Jeff Hmara
Councilwoman Selena Samios
Councilwoman Jan Rodusky
Councilman Richard Valuntas

All members of the Council were present with Councilwoman Samios and the Village Manager joining remotely by GoToWebinar, Village Attorney (Keith Davis), and the Village Clerk.

Sara Baxter, Palm Beach County District 6 Commissioner gave a Legislative update including County Road 880, noting even without the appropriation from the State the County is still moving forward on the design for the roadway. She also discussed the homeless encampment legislation.

Mayor Pinto brought up the Transportation Planning Agency discussions that were held on the mobility plan. Ms. Baxter responded briefly on the multi-modal path direction and will report back with more information. A discussion ensued on the hearing for State Road 7 and it was noted that the final ruling is expected in the fall. Ms. Baxter also announced that a candidate forum for the August elections will be held on Thursday, July 25, 2024 at the Cultural Center. Councilwoman Rodusky received information from Ms. Baxter on how to sign up for the District 6 Newsletter.

REPORTS

Mayor Pinto reported on the Transportation Planning Agency meeting held today.

Councilman Valuntas expressed his concerns on the assassination attempt of the former president and presidential candidate and asked that everyone tone it down and be more civil to each other. He remarked that our country is better than that.

Vice Mayor Hmara agreed.

Councilwoman Rodusky invited everyone to Commons Park for the Palm Beach Shakespeare Festival featuring *King Lear*. Admission is free and the show begins at 8:00 p.m. running from Thursday, July 25th through Sunday, July 28th.

Councilwoman Samios announced that the Palm Beach County Library System is offering free weekend meal kits for children 18 years old and under.

The Village Manager made additional comments on the Transportation Planning Agency meeting. Mayor Pinto announced that Ivan Maldonado was named the new Palm Tran Executive Director.

The Village Attorney reported on the U.S. Supreme Court ruling on the City of Grant Pass, Oregon vs. Johnson, a case regarding camping and sleeping in public places, noting it was not deemed a violation of the 8th Amendment to penalize that activity. He will report back after discussions are held with the Village Council, law enforcement and County Elected officials on moving forward with this law.

PETITIONS – None

STATEMENTS FROM THE PUBLIC ON NON AGENDA ITEMS OR CONSENT AGENDA ITEMS - None

CONSENT AGENDA

The Village Clerk read into the record the Consent Agenda as follows:

1. **Approval and authorization for the Village Manager to enter into a renewal contract with Call a Doctor Plus and a renewal contract with CIGNA Healthcare to provide Health, Dental and Vision, New York Life for Life/Disability Insurance, and AETNA Resources for Living for EAP for the employees of the Village of Royal Palm Beach. (Director of HR & Risk and Finance Director)**
2. **Tentative adoption of the proposed millage rate of 1.9200 and approval of the scheduled public hearings on September 12, 2024 at 6:30 p.m. and September 19, 2024, at 6:30 p.m. in the Village Council Chambers. (Finance Director)**
3. **Approval and authorization for the Village Manager to execute the “Second Addendum to Lease Agreement for Parking Facilities” in order to extend the lease agreement for the second and final renewal period ending September 10, 2029 and increase the quarterly lease payment amount 3.2% based on the CPI in effect on July 2023. (Finance Director)**
4. **Authorization to reject all bids received and opened at 3:00 p.m. on Thursday, June 27, 2024, for Security Camera and Access Control System Services. (Information Systems Director)**

Councilwoman Rodusky made a motion to approve the Consent Agenda; seconded by Vice Mayor Hmara. Hearing no discussion, Mayor Pinto put the motion to a vote and it passed unanimously.

REGULAR AGENDA

No items.

ADJOURNMENT

Mayor Fred Pinto

Diane DiSanto, Village Clerk