

Agenda Item No. C - 1

VILLAGE OF ROYAL PALM BEACH
Agenda Item Summary

AGENDA ITEM: Approval of the minutes of the Council Regular Meeting of December 19, 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		1/16/25	

**VILLAGE OF ROYAL PALM BEACH
MINUTES OF COUNCIL REGULAR MEETING
VILLAGE COUNCIL CHAMBERS
THURSDAY, DECEMBER 19, 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: 693-939-347, Access Code: 558-657-269.

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Jeff Hmara
Vice Mayor Selena Samios
Councilwoman Jan Rodusky
Councilman Richard Valuntas
Councilman Adam Miller

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

MAYOR'S PROCLAMATION – ELECTION NOTICE

Mayor Hmara suggested the following procedural changes in order to be more efficient. He said in order to maintain an orderly meeting that before speaking each Council member asked to be recognized, and the Mayor will address each Council member to ensure everyone has the opportunity to share comments and questions and encouraged the Council to address each member by title and last name during the meeting.

REPORTS

Councilwoman Rodusky attended the Florida League of Cities FAST committee meeting and reported that a lobbyist has been hired to coordinate efforts in Tallahassee and Washington D.C. She thanked the Parks and Recreation Director and staff for the wonderful Winter Fest and light up. Also, recognized and thanked Diane Smith, Community Outreach Coordinator and PBSO District #9 who participated in “Shop with a Cop” and explained the purpose of the program. Councilwoman Rodusky announced, there were 1,488 students that were read to for “Read for the Record” and the Village of Royal Palm Beach came in second place with an “Honorable Mention”.

Councilman Miller reported during his first month on Council he attended the following events: December 3rd dress rehearsal with the Royal Palm Beach Band at the Cultural Center; December 7th Winter Fest that included the tree lighting and Santa; December 10th H.L. Johnson Elementary School’s Winter Concert at Commons Park and the actual Community Band Concert at the

Cultural Center; December 11th Crestwood Middle School Holiday Coral Concert and December 11th Western Academy Charter School Holiday Performance at RPB High School. He asked that during this Holiday Season thank a teacher and wished everyone a Happy Holiday and great New Year.

Councilman Valuntas reported he too attended several holiday events performed by the children. He expressed gratitude to everyone in attendance at the Amphitheatre to honor the three PBSO fallen deputies.

Vice Mayor Samios also commented on the PBSO fallen deputies memorial. She reported that approximately 17,500 people attended Winter Fest, registration is ongoing for the co-ed youth volleyball. She announced that Young at Heart is having an ugly sweater party on Friday. A Tom Petty Tribute band concert/food trucks is scheduled at Commons Park on Friday as well. She announced that the U.S. Post Office is now open at Village Hall Monday through Friday, from 8:30 a.m. to 4:30 p.m. and closed for lunch from 1:00 p.m. to 2:00 p.m. They are also working on installing a drop box. She attended the Crestwood Middle School career day and thanked the staff and students. She attended the Petite Academy of Dance – “*The Nutcracker*” at the Recreation Center. She explained that District Fire Chief Vomero was unable to attend the meeting this evening but wishes everyone a safe holiday and should you need help during the holidays to call 211 or 988.

Mayor Hmara also commented on the success of Winter Fest. He reported on a recent Transportation Planning Agency meeting and provided to the Council their Vision 2050 handout noting that the State Road 7 extension is included. Mayor Hmara reported on the December Education Advisory Board meeting where Royal Palm Beach Elementary School was showcased. He added that this continues to be an “A” rated school and ranked in the top 8% in the state for all elementary schools by U.S. News. He announced that a \$20,000 grant was received by Royal Palm Beach Elementary School to construct a Ben Carson reading room. Mayor Hmara also announced and congratulated the Royal Palm Beach High School football coach Kevin Kenyon on his nomination for a 2024 Lou Groza Award as “Coach of the Year”. He announced there are 10 - \$1,000 scholarships available for high school seniors with an application deadline of February 21, 2025. He reported on the various holiday activities and programs held by the Royal Palm Beach schools. Mayor Hmara also provided the Council with a 2025 Rough Draft Priorities for the Palm Beach County League of Cities.

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 November 21, 2024. (Village Clerk)**

2. **Adoption of Resolution No. 24-38. A resolution of the Village Council of the Village of Royal Palm Beach, Florida, to declare certain personal property owned by the Village to be either surplus to its needs and sold at a publicly-noticed sale or determined to be obsolete, non-serviceable, or beyond economic repair pursuant to and in accordance with the provisions and requirements of Section 2-3 of the Village Code, and authorizing the Village to remove such surplus property when sold or disposed of from the fixed assets of the Village. (Finance Director)**
3. **Approval of a special events permit for the Palm Beach Sheriff's Office to hold a Picnic/BBQ event for employees. The event will take place on Sunday, January 12, 2025 from 11:00 am until 4:00 pm at VRPB Commons Park amphitheater stage and side pavilions at 11600 Poinciana Boulevard. (P & Z Director)**
4. **Approval of a special events permit for the Palm Beach Sheriff's Office and Palm Beach Counties Sheriff's Foundation to hold a kickball event for employees. The event will take place on Saturday, January 18, 2025 from 6:00 a.m. until 5:00 p.m. at the Bob Marcello Baseball Complex. (P & Z Director)**
5. **Approval and authorization for the Village Manager to execute the First Addendum to the Professional Services Agreement for Urban Forestry Services in order to extend the agreement for the first renewal period ending January 1, 2026. (P & Z Director)**
6. **Approval and authorization for the Village Manager to execute a "Consent to Assignment of Professional Auditing Services Agreement" in accordance with Section 16 of the Professional Auditing Services Agreement. (Finance Director)**
7. **Adoption of Resolution No. 24-36, a resolution of the Village Council of the Village of Royal Palm Beach, Florida, encouraging Palm Beach County, interested state agencies, fellow municipalities, and other taxing authorities to engage in a collaborative effort with each other for the successful development and adoption of a County-wide Transportation Plan. (Village Manager)**
8. **Adoption of Resolution No. 24-37, a resolution of the Village Council of the Village of Royal Palm Beach, Florida adopting a revised Schedule of Fees and Charges; specifically repealing Resolution 24-20; providing that this Schedule of Fees and Charges shall be available for inspection at all times at the Village Hall during regular business hours; providing an effective date; and for other purposes. (Village Clerk)**

Vice Mayor Samios pulled Items No. 3 and 7 for discussion.

Vice Mayor Samios made a motion to approve the Consent Agenda less Items 3 and 7; seconded by Councilman Valuntas. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

The Village Manager explained request for a Special Event Permit for Consent Agenda Item No. 3 noting a revised application was needed as the original permit submitted was meant for schools only. He further explained that conditions included in the original submittal were not necessary and confirmed the event is open to the public and this application includes the rental of the two large pavilions. There will be no need to rent the great lawn due to it being open to the public.

Vice Mayor Samios made a motion to approve the Consent Agenda Item No. 3; seconded by Councilwoman Rodusky. Hearing no further discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

The Village Manager explained that Resolution for Consent Agenda Item No. 7 only aims to help foster the creation of the transportation plan, and their need for a Countywide Traffic Jurisdiction and study. He added that this all comes down to having a common vision across all the entities involved which includes the Florida Department of Transportation, the Palm Beach County Transportation Planning Agency, Palm Beach County and all of its 39 municipalities. He added that the executive committee will work with all the agencies involved in a coordinated effort to put a plan together and to create clarity and consistency on working together moving forward.

Vice Mayor Samios confirmed that Palm Beach County would be funding the study, but asked how this resolution might be used to affect our residents financially in the future. The Village Manager stressed there is no monies involved for the Village in the planning process and confirmed this plan is only to create a vision and needs study going forward. He also reported on the proposed selection committee noting it is an exciting opportunity to create the future vision for transportation.

Vice Mayor Samios made a motion to approve the Consent Agenda Item No. 7; seconded by Councilman Miller. Hearing no further discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

REGULAR AGENDA

- 1. Public hearing for second reading and adoption of Application No. 24-040 (ZTEXT) and Ordinance No. 1052, an application by Gunster on behalf of West Palm Radiation Associates, LLC, amending the Village's Zoning Code to amend Secs. 26-22 and 26-87 of the Village Code to add a definition for the term "Veterinary Oncology Center, No Overnight Stay" and add "Veterinary Oncology Centers, No Overnight Stay" as a special exception use within the Office Commercial (CO) zoning district and add entirely new Sec. 26-75.8. Veterinary Oncology Centers, No Overnight Stays, within the Office Commercial (CO) zoning district to provide for supplemental land use regulations for this use. (P & Z Director)**

The Village Attorney (Keith Davis) read into the record Ordinance No. 1052 by title only. The Director of P & Z showed the intended building for this use is located at 12954 Palms West Drive. He referred to the previously reviewed definitions for this use as well as the supplemental regulations. The Local Planning Agency and staff recommended approval.

John Roach, AICP of Gunster Law Firm thanked the Council and staff for their support.

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

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

2. Approval and authorization for the Village Manager to execute the Second Amendment to Agreement for Purchase and Sale Agreement to provide a six-month extension to Artemis Investments LLC to obtain the required approvals under the agreement. (P & Z Director)

The P & Z Director stated this 6-month extension will allow additional time to satisfy the agreement and extend it to June 30, 2025. He added it will also allow for site plan modification, architectural approval and preliminary plat approval as well as building permits. Staff recommended approval.

Vice Mayor Samios confirmed that a 6-month extension is sufficient time to complete. The Village Attorney reported that the only two items left to complete are the preliminary plat and building permits.

Andrea Keiser, Keiser Legal on behalf of the applicant, commented the plat was not a part of the original purchase and sale agreement and agreed to plat all of the properties involved. She felt confident that the 6-month extension would be sufficient time but thought a 9-month extension would be appreciated bearing any issues.

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

Vice Mayor Samios made a motion to approve and to provide a 9-month extension in lieu of the 6-month extension; seconded by Councilman Miller. Hearing no further discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

3. Public hearing to consider Landscape Waiver Application No. 24-120 (LW) and approval of order LW-24-04, an application by Bar Education, Inc., on behalf of Artemis Investments, LLC, for consideration of a Landscape Waiver from Sec. 15-133(b)(1) to allow for a 6.3-foot wide perpendicular divider strip where Village Code requires 9-feet, for a property located at 300 & 400 Royal Commerce

Road and 6846 Seminole Palms Drive. By Agent: Heather Jo Allen, Esq. * (P & Z Director)

This was quasi-judicial and the Village Attorney (Mitty Barnard) swore in all who will speak on this item and asked for ex-parte disclosures. The Director of P & Z stated the applicant is requesting a landscape waiver to allow for 6.3 foot minimum perpendicular divider strip and noted the landscape area will contain all required materials. The Planning and Zoning Commission and staff recommended approval.

Andrea Keiser, Keiser Legal on behalf of the applicant, gave an overview of the project reviewing the entire request. She asked for approval of the landscape waiver from an internal landscape parcel so there is no impact on the property owners. She stating they are meeting the minimum or exceeding the original landscaping requirements.

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

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

4. Public hearing to consider Application No. 24-070 (SPM, SE, AAR), an application by Bar Education, Inc., on behalf of Artemis Investments LLC, and approval of Resolution No. 24-29. The applicant is requesting a Site Plan Modification, Special Exception, and Architectural Approval to allow for a “public or private academic institution” within the Industrial General (IG) Zoning District and construct additional parking for the existing adjacent academic use, for a property located at 300 & 400 Royal Commerce Road and 6846 Seminole Palms Drive. By Agent: Heather Jo Allen, Esq. of Keiser Legal, PLLC. * (P & Z Director)

This was quasi-judicial and the Village Attorney (Mitty Barnard) confirmed the applicant, staff remained sworn in and asked for ex-parte disclosures. The Director of P & Z reviewed the site plan, the additional parking for the existing Primrose School as well as the landscape plan. He reviewed the special exception use criteria. The Planning and Zoning Commission and staff recommended approval.

Andrea Keiser, Keiser Legal on behalf of the applicant, was present for any questions.

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

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

5. Public hearing for first reading and approval of Ordinance No. 1051, amending Chapter 26. Zoning. at Secs. 26-82(4)(d) and 26-83(4)(d) to revise the subheading titles, eliminate the perimeter landscape setback requirement adjacent to right-of-ways and open space and eliminate the requirement for a 10-foot perimeter landscape setback adjacent to interior lot lines for parcels with yards of ten feet or greater. (P & Z Director)

The Village Attorney (Keith Davis) read into the record Ordinance No. 1051 by title only. The P & Z Director stated this is to update the code and explained the changes that include elimination of the perimeter landscape setback requirement adjacent to right-of-ways and open space and the requirement for a 10-foot perimeter landscape setback adjacent to interior property lines for parcels with yards of ten feet or greater in the RV-6 and RT-8 zoning districts. The Local Planning Agency and staff recommended approval.

Vice Mayor Samios confirmed there are no other existing properties in the Village that this would pertain to at this time other than Lakeside Landings. Discussion ensued and clarification was given on the different properties that this may apply to in the future that includes any zoned RT-8 or RV-6.

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

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

6. Public hearing for first reading and approval of Ordinance No. 1055, amending Chapter 10. Finance and Taxation. at Sec. 10-50. Budgetary Amendments. in order to align with current fiscal practices and ensure consistency with Village Policy F-14. (Finance Director)

The Village Attorney (Keith Davis) read into the record Ordinance No. 1055 by title only. The Finance Director was available for any questions.

Vice Mayor Samios confirmed this is an internal policy to be updated reflecting current fiscal practices.

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

Vice Mayor Samios made a motion to approve; seconded by Councilman Valuntas. Hearing no further discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

7. Approval of Revisions to the Administrative Procedures to Amend the Adopted Budget. (Finance Director)

The Finance Director was available for questions.

Councilman Valuntas confirmed this is to make areas of improvement to better reflect budgetary management and align with current fiscal practices.

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

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

8. Public hearing for second reading and adoption of Ordinance No. 1053, providing for the Village of Royal Palm Beach's continued inclusion in the Palm Beach County Fire/Rescue Municipal Service Taxing Unit ("MSTU") for the provision of fire protection, fire rescue, advanced life support (or similar emergency services), fire code enforcement and other necessary and incidental services. (Village Attorney)

The Village Attorney (Keith Davis) read into the record Ordinance No. 1053 by title only. He explained there was a scrivener's error identified in Section 5 of the ordinance which must be corrected.

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

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

9. Public hearing for second reading and adoption of Ordinance No. 1054, amending Chapter 11.5. Floodplain Management. to update the date of the Flood Insurance Study and Flood Insurance Rate Maps and reformat local amendments to the Florida Building Code. (GIS Manager)

The Village Attorney (Keith Davis) read into the record Ordinance No. 1054 by title only noting this is the second reading.

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

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

ADJOURNMENT

Mayor Jeff Hmara

Diane DiSanto, Village Clerk