

Agenda Item No. C - 1

VILLAGE OF ROYAL PALM BEACH
Agenda Item Summary

AGENDA ITEM: Approval of the minutes of the Council Annual Organization Meeting and Council Regular Meeting of March 20, 2025.

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		4/17/25	

**VILLAGE OF ROYAL PALM BEACH
MINUTES OF COUNCIL ANNUAL ORGANIZATION MEETING
VILLAGE COUNCIL CHAMBERS
THURSDAY, MARCH 20, 2025
6:00 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 (562) 247-8321, Webinar ID: 852-090-731, Access Code: 172-071-050.

PLEDGE OF ALLEGIANCE

SWEARING IN OF COUNCIL MEMBERS FOR GROUPS 1, 2, 3, 4 AND MAYOR

The Village Clerk swore in Mayor Jeff Hmara, Councilman Adam Miller, Councilman Richard Valuntas, Councilwoman Sylvia Sharps and Councilwoman Jan Rodusky.

ROLL CALL

Mayor Jeff Hmara
Councilwoman Jan Rodusky
Councilman Richard Valuntas
Councilman Adam Miller
Councilwoman Sylvia Sharps

Also present was the Village Manager, Village Attorney (Keith Davis), Village Attorney (Mitty Barnard) and the Village Clerk.

The Mayor and Council thanked the residents and their family for their support in the recent election.

REGULAR AGENDA

1. Resolution No. 25-11 appointing Diane DiSanto as Village Clerk.

Councilwoman Sharps made a motion to approve; seconded by Councilman Valuntas. Mayor Hmara put the motion to a vote and it passed unanimously.

2. Resolution No. 25-12 appointing Sharon Almeida as Village Treasurer.

Councilman Miller made a motion to approve; seconded by Councilwoman Rodusky. Mayor Hmara put the motion to a vote and it passed unanimously.

3. Appointment of Council Liaison Officers for Recreation Advisory Board; Planning & Zoning Commission; and

Education Advisory Board.

The Village Council accepted liaison positions as follows: Recreation Advisory Board, Jan Rodusky. Councilman Valuntas nominated Councilwoman Rodusky who accepted the nomination, with the nomination approved by unanimous vote of Council. Planning and Zoning Commission, Sylvia Sharps. Councilman Miller nominated Councilwoman Sharps who accepted the nomination, with the nomination approved by unanimous vote of Council. Education Advisory Board, Jeff Hmara. Councilman Miller nominated Mayor Hmara who accepted the nomination, with the nomination approved by unanimous vote of Council.

4. Appointment of Council Liaison Officer for Central Palm Beach County Chamber of Commerce and Western Communities Council.

Councilman Valuntas nominated Councilwoman Sharps as the Central Palm Beach County Chamber of Commerce Liaison Officer who accepted the nomination, with the nomination approved by unanimous vote of Council.

Councilman Valuntas nominated Councilman Miller as the Western Communities Council Liaison Officer who accepted the nomination, with the nomination approved by unanimous vote of Council.

5. Appointment of Voting Delegates for Palm Beach County League of Cities.

Councilwoman Sharps nominated Councilwoman Rodusky as the voting delegate and the Mayor and all other councilpersons as alternates who accepted the nominations, with the nominations approved by unanimous vote of Council.

6. Appointment of Vice Mayor.

Councilwoman Rodusky nominated Richard Valuntas as Vice Mayor who accepted the nomination, with the nomination approved by unanimous vote of Council.

ADJOURNMENT

Mayor Jeff Hmara

Diane DiSanto, Village Clerk

**VILLAGE OF ROYAL PALM BEACH
MINUTES OF COUNCIL REGULAR MEETING
VILLAGE COUNCIL CHAMBERS
THURSDAY, MARCH 20, 2025
6:30 P.M.**

Ways to Participate

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PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Jeff Hmara
Vice Mayor Richard Valuntas
Councilwoman Jan Rodusky
Councilman Adam Miller
Councilwoman Sylvia Sharps

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

PRESENTATION BY RALPH AIELLO, PARTNERSHIP MANAGER, ON THE FLORIDA DEPARTMENT OF EDUCATION'S STATEWIDE COLLEGE AND CAREER READINESS PLATFORM AND THE FLORIDA WORK-BASED LEARNING NETWORK

Mr. Aiello made the attached presentation.

PRESENTATION BY JAIME AKKUSU, DIRECTOR OF PROGRAMS, PATH TO COLLEGE

Ms. Akkusu made the attached presentation.

REPORTS

Councilwoman Rodusky reported on the Palm Beach County League of Cities monthly meeting where Keith Davis, Esq. presented the Board of Director's update on Lobbying 101, Do's and Don'ts. She announced the Annual Elected Officials Workshop with the Palm Beach County League of Cities will be held At the City of Greenacres on April 23, 2025 following the General Meeting which begins at 11:30 a.m. She attended the National League of Cities Congressional City Conference and the small cities committee meeting to advocate for home rule and reported on various other attended committee meetings. Councilwoman Rodusky thanked Congresswoman Sheila Cherfilus-McCormick for holding a town hall meeting here at Cypress Hall to inform the public about the latest developments with regard to social security, veterans' benefits, and food assistance. Congresswoman Cherfilus-McCormick encouraged residents to call her and other representatives to report on how some of the federal level

proposed changes may impact them. She gave everyone her phone number, 202-225-1313, as well as Senator Ashley Moody's phone number 202-224-3041 and Senator Rick Scott's phone number 202-224-5042.

Councilman Miller recognized and thanked the Village Manager and Village Clerk on the recent election process. He also attended West Fest and the Seafood Festival and thanked the staff for their efforts on two great events. He also invited everyone to attend the Green Market every Saturday through May. He reported on his continued training efforts with the Florida League of Cities Orientation Course for Newly Elected Official and finishing other courses as well with the National League of Cities. He thanked the residents for their feedback and asked that the residents continue with feedback.

Vice Mayor Valuntas announced the Great American Clean Up will be held on April 26th at the Recreation Center and encouraged everyone to participate.

Councilwoman Sharps also attended the West Fest and Seafood Festivals. She too reported on meetings held with residents and issues regarding their HOA and parking in the streets. She thanked the Village Clerk and the Village Manager for the success of the election. She invited everyone to attend the Prince Tribute Band concert on Friday, March 21st at Commons Park and recognized staff and POTTC for their efforts as well on other events.

Mayor Hmara reported on the Education Advisory Board meeting which featured Royal Palm Beach Community High School where a presentation was given by the Principal, Dr. Shakeica Robinson. She announced many different courses that are available to the 2,320 students. Mayor Hmara announced that he will be attending the Florida League of Cities Legislative Days will be held in Tallahassee next week to continue to defend Home Rule. He also announced that interviews will be held in April with the high school seniors that have applied for the 10 available Village scholarships that will be presented at the Council meeting in May. Mayor Hmara also explained the Palm Beach County-Wide Transportation Management Plan and looked forward to the opportunity of working together with Palm Beach County.

The Village Manager recognized the leadership of the Council with regard to recent steps taken after the loss of Mayor Pinto and the uniqueness of the swearing in of all five Councilmembers this evening.

The Village Attorney also congratulated everyone and looked forward to serving this Council in the upcoming year.

PETITIONS – None

STATEMENTS FROM THE PUBLIC ON NON AGENDA ITEMS OR CONSENT AGENDA ITEMS

Dr. Cynthia Cochran of 9018 Kendale Court, Lake Worth, expressed disappointment with a serious interaction she had with a Palm Beach County Sheriff's officer in the Village of Royal Palm Beach on February 23, 2025. The

incident happened as she was transporting her sick daughter to emergency care.

Tiphonie Cochran of 9018 Kendale Court, Lake Worth, also expressed disappointment with a police officer's treatment toward her and her mother as well on February 23, 2025.

Mayor Hmara suggested they meet and discuss concerns with Captain Naujoks of District 9, Palm Beach County Sheriff's Office.

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 February 20, 2025. (Village Clerk)**
- 2. Approval of a special event permit for Amber's Animal Outreach to hold their Annual Easter Event Fundraiser at the Community Animal Hospital of Royal Palm Beach on Saturday, April 12, 2025 from 2:00 p.m. to 5:00 p.m. (P & Z Director)**
- 3. Adoption of Resolution No. 25-10, a resolution of the Village Council of the Village of Royal Palm Beach, Florida, authorizing the Village to enter into a "Supplemental State Funded Grant Agreement" with the Florida Department of Transportation concerning the grant of funds for a project involving the construction of a La Mancha Subdivision Roadway Underdrain; providing authorization for the Mayor to execute the supplemental agreement; providing an effective date; and for other purposes. (Village Engineer)**
- 4. Approval and authorization for the Village Manager to enter into a Professional Services Agreement for Structural Engineering Services with GM2 Associates, Inc. for various projects in the Village of Royal Palm Beach. (Village Engineer)**
- 5. Adoption of Resolution No. 25-09, a resolution of the Village Council of the Village of Royal Palm Beach, Florida, approving an application to the Transportation Alternatives Grant Program through the Palm Beach Transportation Planning Agency for the Improvement of Sidewalks along Okeechobee Boulevard, the FPL Pathway, Sparrow Drive, and Lamstein Lane to allow for convenient, safe, and ADA-compliant pedestrian and bicycle travel, and committing to fund ongoing operations and maintenance through the useful life of the project; authorizing the Mayor or Village Manager to execute all necessary documents; providing an effective date; and for other purposes. (Village Engineer)**
- 6. Approval and authorization for the Village Manager to execute the First Addendum to Agreement for Annual Sidewalk, Walkway, Curbs & Park Site Pressure Cleaning Services between the Village and ET**

**Pressure Cleaning, LLC to add additional services at Commons Park.
(Director of Parks and Recreation)**

- 7. Fiscal Year 2024 Annual Comprehensive Financial Report (ACFR).
(Finance Director)**
- 8. Approval and authorization for the Village Manager to enter into a Phase I contract with Kaufman Lynn Construction for the RPB Recreation Center Expansion & Renovations Progressive Design Build Project (PR2201) in an amount not to exceed \$901,824.00.
(Village Engineer)**
- 9. Approval and authorization for the Village Manager to execute the “Fifth Addendum to Food and Beverage Services Agreement” between the Village and Seeds Café, LLC, to provide for the lease of 155 square feet of storage room space for an additional monthly fee.
(Director of Parks and Recreation)**

Councilwoman Rodusky pulled Item No. 3 and 7 for discussion.

Mayor Hmara pulled Item No. 8

Vice Mayor Valuntas made a motion to approve the Consent Agenda less Item No. 3, 7 and 8; seconded by Councilwoman Sharps. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

The Village Engineer reported on the \$500,000 grant received which was included in Consent Agenda Item #3. He further explained the underdrain project is for La Mancha Avenue, which will restore the base and protect it moving forward.

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

The Finance Director, before turning it over to the Village’s Independent Auditors for a report, presented and reviewed a new resource for the residents “Popular Annual Financial Report”. Brandon Lopez of CBIZ CPA’s, the Village’s Independent Auditors reviewed the annual report and thanked the Finance Director and staff for their cooperation. He reviewed key items in the report beginning with page ix, the Certificate of Achievement for Excellence in Financial Reporting, as well as the Independent Auditors’ Report on page 1. He also referred to and reviewed page 4, the Management’s Discussion and Analysis. Mr. Lopez pointed to Page 11, Statement of Net Position as of September 30, 2024 which he described as very strong. On Page 96, Mr. Lopez stated this begins the compliance reports that include the Independent Auditors’ Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* noting no issues were reported. On page 98, this report is on Compliance for the Major Federal Program and Report on Internal Control over Compliance Required by the

Uniform Guidance where there were no issues identified. Lastly, page 103, is an overview of all the reports and finding, Schedule of Findings and Questioned Costs with no issues.

Councilwoman Rodusky 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.

Comments from the public.

After a conversation with Captain Naujoks of the District 9 PBSO, Dr. Cynthia Cochran of 9018 Kendale Court, Lake Worth, under comments from the public, asked that her previous comments be stricken from the record, noting after investigation by Captain Naujoks of District 9, the officer involved was not out of the Royal Palm Beach district.

The Village Engineer reported on Consent Agenda Item No. 8 and gave an overview of the project and the RFQ procurement process. The Village Engineer stated the selection committee recommended Kaufman Lynn Construction for Phase I that would provide design and permitting.

Councilwoman Sharps asked for a timeline on the project. The Village Engineer responded the construction completion date is approximately January 2027.

Councilwoman Rodusky made a motion to approve the Consent Agenda Item No. 8; seconded by Vice Mayor Valuntas. Hearing no further discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

REGULAR AGENDA

- 1. Public hearing to consider Application No. 24-118 (SPM, AAR), an application by Cotleur & Hearing on behalf of PSN Consultants, Inc. the applicant is requesting a major site plan modification and architectural approval to add 923 square feet to an existing automobile service station, situated within Royal Plaza and located at 11503 Southern Boulevard. Agent: Sam Polacek, Cotleur & Hearing. * (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 presented the proposed site plan that conforms to the General Commercial zoning code, parcel size, parcel frontage, setbacks, pervious area, parking requirements, landscaping and maximum building height. He presented the landscape plan, architectural designs and colors. The P & Z Commission and staff recommended approval with an added condition of approval that the site access drives remain open and unobstructed, permit gates and barricades are not permitted. He added this condition is to promote cross access between properties in the area.

Mr. Polacek of Cotleur & Hearing representing the owners was available for 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 Councilwoman Sharps. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

- 2. Public hearing to consider Application No. 24-133 (SE) an application by NRI Institute of Health Sciences, on behalf of Orion Bantry, LLC, and adoption of Resolution No. 24-43 confirming Council action. The applicant is requesting special exception use approval to allow for a “Public or Private Academic Institution” within the Office Commercial (CO) zoning district, for a property located at 1402 Royal Palm Beach Boulevard, Building 600. * (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 reviewed the applicant’s justification statement and showed the site plan of the school. Staff considered compatibility with adjacent land uses, consistency with the comprehensive plan, conformance with development regulations for the Office Commercial zoning district. The request does not have adverse environmental impacts, vehicles or pedestrian traffic impacts, public facility, adjacent property, property values and is compatible with the character and living conditions of the existing neighborhood. He noted this is an extension campus of NRI Institute of Health Sciences. The Planning and Zoning Commission and staff recommended approval.

Paula Beauchesne, Admissions Director at the NRI Institute, read a statement into the record from Chairman Daniel Splain requesting approval.

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

- 3. Public hearing to consider Application No. 24-144 (AAR) an application by K Hovnanian at Parkside SEFL, LLC, on behalf of TPG AG EHC III (HOV) Multi State 3 LLC, and AAR order confirming Council action. The applicant is requesting architectural approval for five (5) single-family residential models each with three (3) elevation styles and five (5) color schemes, typical lot landscape design and a temporary sales center, for a property located 0.27 miles west of State Road 7 (U.S. 441). Agent: Lentzy Jean-Louis of Urban Design Studio. * (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 reported that this application is requesting architectural approval for five single-family residential models with three elevations and five color schemes, landscaping designs and temporary sales center. He stated the applicant is proposing the following five models, Tucson, Poistano III, Reine II Esp, Rhodes II and Wicklow IV, and three variable elevations, Coastal, Mediterranean and Contemporary. The Director acknowledged that each elevation style has a different approach and concept; however, he reviewed the applicant's proposed monotony standards. A review of the landscaping was also given. The Planning and Zoning Commission and staff recommended approval.

Lentzy Jean-Louis of Urban Design Studio, representing the applicant, was available for questions.

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

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

ADJOURNMENT

Mayor Jeff Hmara

Diane DiSanto, Village Clerk