

**TOWN OF PALM BEACH SHORES, FLORIDA
REGULAR MEETING MINUTES
March 19, 2018**

Mayor Koutzen called the meeting to order at 6:00 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: Mayor Myra Koutzen, Vice Mayor Roby DeReuil, Commissioner Gil Gilgallon, and Commissioner Bob Stanton. Commissioner Lisa Tropepe was not present. Also present were Town Attorney Keith Davis, Police Chief Steve Langevin, Fire Chief Trevor Steedman, Public Works Director Alan Welch, and Town Clerk Evyonne Browning and Assistant Clerk Gaudy Quesada.

1. **APPROVAL OF MEETING AGENDA** (Additions, substitutions, deletions)

MOTION: Commissioner Gilgallon moved to approve the meeting agenda

SECOND: Commissioner Stanton seconded the motion.

VOTE:

Gilgallon:	YES	
DeReuil:	YES	
Tropepe:	Not present	
Stanton:	YES	
Koutzen:	YES	The Motion Passed Unanimously by those present

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

a. February 26, 2018 Commission Minutes.

MOTION: Commissioner Stanton moved to approve the consent agenda

SECOND: Commissioner Gilgallon seconded the motion.

VOTE:

Gilgallon:	YES	
DeReuil:	YES	
Tropepe:	Not present	
Stanton:	YES	
Koutzen:	YES	The Motion passed unanimously by those present.

3. **PRESENTATIONS/UPDATES**

- a. Attorney Maxine Cheesman announcing her candidacy for Circuit Court Judge.
- b. Gregory Lannelli with Enterprise Leasing to give a presentation on Fleet Management on Town Vehicles.

4. DEPARTMENT AND BOARD REPORTS

- a. Financials
 - 1. Financial Report

MOTION: Commissioner Gilgallon moved to approve the Financial Statement

SECOND: Vice Mayor DeReuil seconded the motion.

VOTE:
Gilgallon: YES
DeReuil: YES
Tropepe: Not Present
Stanton: YES
Koutzen: YES

The Motion passed unanimously by those present.

- b. Staff Reports:
 - 1. Police Department
 - 2. Fire Department
 - 3. Public Works
 - 4. Town Clerk
 - 5. Town Attorney
- c. Planning & Zoning Report (None at this time)

5. COMMISSION REPORTS

Mayor Koutzen stated we have reports of the first 2 turtle nests in the Town, which are the Leatherbacks.

Last Thursday she attended the ground breaking ceremony of a new park in Palm Beach County for a North County Park, which is north of PGA Blvd. on Shady Lane. Palm Beach Gardens had some money to invest and they went to Palm Beach County and asked about having the property set aside for a park. PB Gardens donated money to help develop this property into multi-use fields with picnic areas to be enjoyed by everyone.

6. PUBLIC COMMENTS

PUBLIC PARTICIPATION AND OPPORTUNITY TO BE HEARD (Resolution R-7-13) GENERALLY.

Resident Grace Sterrett announced that the Arbor Day celebration will be held on the 23rd at 10:30. The Mayor will present a proclamation and the tree this year will be a Hong Kong Orchid.

8. PROJECT UPDATES/DISCUSSIONS (*Non-voting items*)

- a. Impact Fees (**Mayor Koutzen and Attorney Davis**)

ACTION: After discussion, it was decided that each April the Town Accountant will recalculate the fees based on the CPI which will go into effect the 1st day of October of each year. Effective immediately, the fees will be raised from \$1.60 to \$1.98 per square foot.

9. **ORDINANCES AND RESOLUTIONS**

a. Ordinance O-1-18: Citation Method (First Reading)

Town Attorney Davis read Ordinance O-1-18 by "title only."

MOTION: Commissioner Gilgallon moved to approve the first reading of Ordinance O-1-18.

SECOND: Commissioner Stanton seconded the motion.

VOTE:
Gilgallon: YES
DeReuil: YES
Tropepe: Not Present
Stanton: YES
Koutzen: YES

The Motion passed unanimously by those present.

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

None at this time

11. **ADJOURNMENT**

Mayor Koutzen adjourned the meeting at 7:17 pm.

APPROVED this 16th day of April, 2018

ATTEST:



Evyonne Browning, Town Clerk



Myra Koutzen, Mayor

(Seal)

