

**TOWN OF PALM BEACH SHORES, FLORIDA  
REGULAR COMMISSION MEETING MINUTES**

**May 20, 2019**

*This meeting was recorded, and the full meeting dialogue is available  
in audio format through the Town Clerk's office.*

**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 Browning** called the roll and those present were Mayor Myra Koutzen, Vice Mayor Gil Gilgallon, Commissioner Roby DeReuil, Commissioner Brian Tyler and Commissioner Bob Stanton. Also present were Police Chief Langevin, Fire Chief Steedman, Town Attorney Davis, Town Clerk Browning, and Assistant Clerk Quesada. Public Works Director Welch was not present.

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

**MOTION:** Commission Tyler moved to approve the meeting agenda.

**SECOND:** Commissioner Stanton seconded the motion.

**VOTE: Gilgallon: YES**

**DeReuil: YES**

**Tyler: YES**

**Stanton: YES**

**Koutzen: YES**

**The Motion Passed Unanimously**

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

a. April 15, 2019 Regular Commission Meeting Minutes.

**MOTION:** Vice Mayor Gilgallon moved to approve the consent agenda as prepared.

**SECOND:** Commissioner Tyler seconded the motion.

**VOTE: Gilgallon: YES**

**DeReuil: YES**

**Tyler: YES**

**Stanton: YES**

**Koutzen: YES**

**The Motion Passed Unanimously**

3. **PRESENTATIONS/UPDATES**

- a. Representative Mike Caruso: Post Session Update to the Town
- b. Update on Undergrounding Project (*Presented by Danny Brannon*)

4. **DEPARTMENT AND BOARD REPORTS**

- a. Financials
  - 1. Approval of Financial Report for Period ending April 30, 2019

**MOTION:** Vice Mayor Gilgallon moved to approve the Financial Statement as prepared.

**SECOND:** Commissioner DeReuil seconded the motion.

Item 4a continued:

**VOTE:** Gilgallon: YES  
DeReuil: YES  
Tyler: YES  
Stanton: YES  
Koutzen: YES      **The Motion Passed Unanimously**

- b. Staff Reports:  
Written Staff Reports: Police Department, Fire Department, Public Works, Town Clerk.  
The Town Attorney stated that as an update on the Town's website and the ADA compliance requirements, the Middle District of Florida granted a motion to dismiss a case against Longboat Key.
- c. Planning & Zoning Report (verbal): Janet Kortenhaus was not present to give a report.

5. **COMMISSION REPORTS**

Vice Mayor Gilgallon has been attending the "Coalition to Save our Coast" meetings and he gave a power point presentation on how the inlet looked when they began this process and how it looks today.

6. **PUBLIC COMMENTS**  
**PUBLIC PARTICIPATION AND OPPORTUNITY TO BE HEARD (Resolution R-7-13)**

Several residents from 125 S. Ocean Avenue made comments regarding the cell towers that have been relocated at Mayan Towers. Vice Mayor Gilgallon stated these were relocated until they could complete the outside work of the building, but they will be reinstalled where they originally were once the work is completed.

There were questions on whether permits were given by the Town, the County, the FCC, etc. The Mayor said anyone is welcome to come to Town Hall and look through the lot files.

Dr. Patel from the Inlet Beach Club presented Chief Langevin with a donation for the Police Department.

7. **UPDATES/DISCUSSIONS** (*Non-voting items*)

- a. Water Main Replacement (*Commissioner Gil Gallon and Engineer Rob Rennebaum*).

The water mains in the Town will be replaced with upgraded pipes by Riviera Beach at their expense.

- b. Update on Long Range Planning Survey (*Commissioner Brian Tyler, Commissioner Robert Stanton, Vice Mayor Gil Gallon, and town resident Jim Homburger*)

Vice Mayor Gilgallon said that as of noon today, we have received 140 replied. All of the submittals will be tabulated, and the results will be announced at the June Commission meeting.

Commission Tyler encouraged all residents to come to the budget planning meetings and workshops and get involved in the process and decisions.

- c. Update on Ethics Training for Town Commissioners (*Town Clerk Browning*)

Town Clerk Browning reminded all the Commissioners that they are to complete 4 hours of Ethics training every year from the Florida League of Cities, and when they are in the election cycle, they must complete the Palm Beach County Ethics Commission training within 2 months of being elected.

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

- a. RFP for Lake Drive Lift Station (*Alan Welch, Public Works Director*)

**MOTION:** Vice Mayor Gilgallon moved to award the RFP to Global Electric for the submitted total contract of \$37,458.

**SECOND:** Commissioner DeReuil seconded the motion.

**VOTE:** Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

**The Motion Passed Unanimously**

- b. Sailfish Marina requests approval for 41 parking spaces in designated valet service areas (*Dodi Glas, Rep. for Sailfish Marina*)

**MOTION:** Vice Mayor Gilgallon moved to approve the modified number of valet parking spaces of 149 as adjusted in a presentation by Dodi Glas, representing the Sailfish Marina.

**SECOND:** Commissioner Stanton seconded the motion.

**VOTE:** Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

**The Motion Passed Unanimously**

- c. Trees, hedges, etc. in the Town 10' strip will no longer be maintained by the Town and will become the responsibility of the individual property owner, per Town Code. (*Mayor Koutzen*)

**NOTE:** This item was tabled and to come back to a future Commission agenda.

