

MINUTES VILLAGE OF TEQUESTA



REGULAR MEETING

September 13, 2018

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Mayor Abby Brennan at 6:00 p.m. A roll call was taken by Village Clerk, Lori McWilliams. Present were: Mayor Abby Brennan, Council Member Vince Arena, Council Member Laurie Brandon, and Council Member Kristi Johnson. Vice Mayor Tom Paterno and Manager Michael Couzzo were absent.

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Paul Beresford gave the invocation followed by the pledge of allegiance led by Council Member Brandon.

APPROVAL OF AGENDA

Before approval of the agenda, Attorney Keith Davis recommended that item 1a under Presentations be moved to New Business as item 8a since it required Council action.

MOTION: *Council Member Arena moved approval of the agenda; seconded by Council Member Brandon; motion carried unanimously 4-0.*

PRESENTATIONS

1. Informal Conceptual Presentation: Property at 4534 and 4546 County Line Road, Owned by Thomas Faure Romanelli, for Townhomes on the North Portion of the Site and Detached Single Family Homes on the South Portion of the Site with Intent to File an Application for a PRD - Presented by Timothy Hernandez, AICP, Principal, New Urban Communities

Owner Thomas Romanelli introduced Timothy Hernandez, principal of New Urban Communities who presented a conceptual plan of townhomes and single-family homes with a coastal architectural style. He stated that driveways fed to an internal alley system maintained by the homeowner's association. While zoning allowed 12 units per acre, this plan was for nine units per acre. Mayor Brennan added that an informal presentation was previously made for the site development as Key Estates assisted living facility. She further explained that The Village invited informal presentations from developers before they entered the permit process. Attorney Davis clarified that Council was not bound by nor was the developer able to rely on comments made regarding the presentation.

Council Member Johnson stated that affordable housing was needed but the plan looked congested. Council Member Brandon asked about the square footage and townhouse number of stories. Mr. Hernandez advised that the square footage range was 1600 to 2000 and that though the concept showed three stories, they could be two with an adjustment to single-family homes. Council Member Brandon said she was not a fan of

three stories and agreed that it looked congested. Mr. Hernandez countered that with driveways in the rear of the homes, it would not seem congested. Council Member Brandon asked whether individual pools were possible and whether the community would be gated. Mr. Hernandez replied that there would be enough room for small individual pools and he was interested in Council input on a gate. Council Member Arena agreed with the Council comments already made and asked Village Police Chief Gus Medina's preference for a gated or open community; Chief Medina preferred it open. Mayor Brennan was not in favor of a gated community, thought Tequesta needed more housing and though the project appeared dense, she wanted to see the developer proceed.

CONSENT AGENDA

MOTION: *Council Member Arena moved approval of the Consent Agenda; seconded by Council Member Brandon; motion carried unanimously 4-0.*

2. Approval of Contracts Signed by Manager Under \$25,000 (Per Village Ordinance we are presenting the following agreements, proposals, commitments and memorandum of understanding to Council.)
 1. Christopher Baker Interim Firefighter Contract-Fire Department - Previously Budgeted Position; 2. Southeastern Printing Fall Smoke Signals Quote 11052 \$2,439.00; 3. Southeastern Printing Fall Smoke Signals Quote 11053 \$587.00; 4. Superior Party Rental Contract-Administration \$344.42; 5. ASI Asphalt System Infrastructure, LLC \$1,500.00; 6. DG Carpentry \$3,975.00; 7. Johnson Controls \$2,400; 8. Triple M Pavers - Walkway \$1,100.00; 9. Triple M Pavers - Fountain \$2,400.00; 10. All American Trailer \$2,586.00; 11. Cintas, Inc. - cost varies depending on usage; 12. Johnson Controls \$1,475.78; 13. Metro Fire \$850.69; and 14. Call Doctor Plus (Teladoc) \$8,400.00
3. MINUTES: 7/16/18 Budget Workshop, 8/8/10 Special Meeting, 8/9/18 Regular Council Meeting, and 8/10/18 Special Meeting
4. SE 10-31 - Special Event Permit Application for a Fall Festival event by the First Baptist Church of Tequesta. The event will be on Wednesday, October 31, 2018 from 6:00 p.m. - 9:00 p.m. No alcohol will be served. The projected number of people attending the event is 600. There will be 23 tents at the event. The event will take place in the East Parking Lot of the Church.
5. RESOLUTION 34-18, A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF TEQUESTA, FLORIDA, ADOPTING A SCHEDULE OF FEES AND CHARGES FOR THE PROVISION OF WATER SERVICES RENDERED BY THE VILLAGE OF TEQUESTA FOR ITS CITIZENS AND OTHER MEMBERS OF THE PUBLIC; PROVIDING THAT THIS SCHEDULE OF FEES AND CHARGES SHALL BE AVAILABLE FOR INSPECTION AT ALL TIMES AT THE VILLAGE HALL DURING REGULAR BUSINESS HOURS

6. Approval of IAFF Collective Bargaining Contract October 1, 2018 - September 30, 2021 (backup to follow after ratification)
7. Approve Fiscal Year 2017/2018 Budget Amendments

END OF CONSENT AGENDA

COMMUNICATIONS FROM CITIZENS

Frank D'Ambra of 375 Beach Road began an update on the Jupiter Narrows initiative by stating that a letter was sent from Mayor Brennan to the Florida Fish and Wildlife Commission since the location was within our boundaries. The FWC rejected the request for a non-motorized facility in Coral Cove Park and required improvements, which were inconsistent with Palm Beach County's designation of that shore as a natural area. The Beach Road committee was preparing a response for Mayor Brennan's signature. When asked by Mayor Brennan, Mr. D'Ambra confirmed that the County had approved moving a fence and installing signage but the FWC wanted more improvements made.

Tequesta Firefighter Jason Fawcett thanked Council for their work on the recent International Association of Fire Fighters contract negotiations. As a resident and taxpayer, he was pleased; Mr. Couzzo complimented the IAFF negotiating team as well.

Mark Cleveland, Commander of the Jupiter Flotilla of the United States Coast Guard Auxiliary promoted their boater safety courses and requested a link to them on The Village's website; consensus of Council was to allow the link.

COMMUNICATIONS FROM COUNCIL

Council Member Brandon was excited for fall and thanked the police and fire departments for their participation in Operation Safe Stop.

Council Member Arena spoke about the search for the new Village Manager and expressed appreciation for Village staff, the department heads, Village Attorney, Executive Assistant Debra Telfrin and Pastor Paul (Beresford) in particular.

STANDING REPORTS

Village Attorney

Village Attorney Keith Davis reported that he had an upcoming hearing to attempt recovery of The Village's costs regarding the Dalack case. He advised that GMH filed a lawsuit against Tequesta for which he may need to request a shade meeting. Although the final report was still pending and the results confidential, the Inspector General's investigation into the sidewalk project was complete. The investigators were complimentary of staff and were very clear that there were no findings of corruption or fraud; the final report was expected in October. Attorney Davis advised that he had worked with many municipal managers and had learned more from Mr. Couzzo than any others; Mayor Brennan reinforced Attorney Davis' report of the Inspector General's compliments of staff and of Manager Couzzo, which made her proud.

Village Manager

Village Manager Couzzo thanked all for the journey and complimented the staff.

Police

Police Chief Gustavo Medina thanked Mr. Couzzo for bringing him to Tequesta as Police Chief, announced the National Night Out on October fifth and offered details on an upcoming Bike Rodeo. He advised he reached out to The Fusion Center, which shared intelligence, then relayed that a case was able to close because of that relationship.

Fire

Fire Chief Joel Medina thanked Council for their support of the Fire Department and for allowing a 9/11 Ceremony. He informed that the Department participated in the Muscular Dystrophy Boot Drive; several Tequesta Fire Rescue officers received the Palm Beach County Fire Rescue Life Saving Award. Chief Medina thanked Village Manager Couzzo for his support of him as Fire Chief.

REGULAR AGENDA

OLD BUSINESS

8. ORDINANCE 12-18, SECOND READING, AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF TEQUESTA, FLORIDA, ADOPTING A SMALL SCALE AMENDMENT TO ITS COMPREHENSIVE DEVELOPMENT PLAN IN ACCORDANCE WITH THE MANDATES SET FORTH IN SECTION 163.3184, ET SEQ., FLORIDA STATUTES, PURSUANT TO A PRIVATELY-INITIATED APPLICATION WHICH PROVIDES FOR AN AMENDMENT TO THE FUTURE LAND USE MAP, DESIGNATING ZERO POINT SEVEN ONE NINE (0.719) ACRES, MORE OR LESS, OF REAL PROPERTY AS RESIDENTIAL MEDIUM DENSITY; WHICH PROPERTY IS LOCATED AT 1550 BEACH ROAD, INFORMALLY KNOWN AS THE “NORTH PARCEL”; PROVIDING FOR COMPLIANCE WITH ALL REQUIREMENTS OF CHAPTER 163, FLORIDA STATUTES; PROVIDING A CONFLICTS CLAUSE AND A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Attorney Davis read Ordinance 12-18, title into the record. He stated that this was the second reading and a housekeeping issue. Mayor Brennan opened the hearing to the public for comment but there was none; she opened the hearing to Council for comment but there was none.

MOTION: *Council Member Arena moved approval of Ordinance 12-18; seconded by Council Member Johnson; motion carried unanimously 4-0.*

NEW BUSINESS

- 8a. Presentation on Community Center Planning and Design Negotiations - Committee Chair Frank D'Ambra

Mr. D'Ambra wished Village Manager Couzzo the best in his retirement and complimented Village staff. He then introduced Christine Merrill (a Tequesta resident) of REG Architects and explained the process whereby REG was selected, summarized some design possibilities and advised that the committee was now in Phase I (conceptual design, Council input, community outreach and input). He referenced a handout that detailed ideas and costs; Council Member Arena requested an estimate for a 20,000 square foot facility and asked about the next step, which Ms. Merrill explained was determining and creating a design based on needs. Mr. D'Ambra explained that community outreach would be done over several meetings and that the committee was open for Council input. Several outreach suggestions were made and Mayor Brennan wanted to ensure that efforts included residents of all ages.

MOTION: *Council Member Arena moved approval of Community Center contract for \$35,000.00; seconded by Council Member Johnson; motion carried unanimously 4-0.*

9. VAR 02-18: Application from Turnberry Beach Road, LLC for a Variance from the level of service requirement of Sec. 62-92 (3) requiring to maintain 95 percent (9.5" of rainfall) of all stormwater runoff on-site from a 25 year-1 day storm event. The applicant will comply with Florida Department of Environmental Protection and South Florida Water Management District surface water management criteria, as well as Palm Beach County's requirements as the receiving body for the site's stormwater discharge, by retaining approximately 30 percent of a 25 year-1 day storm event's runoff (3" of rainfall). This amounts to an overall improvement of 500 percent from the site's current runoff retainage, which could be approximated at a maximum of 5 percent (0.5" of rainfall). The address of the property is 1500 & 1550 Beach Road, Tequesta, Florida 33469.

Village Attorney Davis announced the quasi-judicial nature of Variance 02-18 and swore in four people; Council Member Johnson disclosed ex-parte communication with Phil Perko in March or April and Mayor Abby Brennan had communicated with George Gentile.

Community Development Director Nilsa Zacarias explained that this variance was required for the project to move to the Planning and Zoning Board. Surrounding landowners were contacted, according to Ms. Zacarias and Palm Beach County (one of the landowners) requested a meeting to review the project.

Mr. Gentile thanked Mr. Couzzo for his work through the years. He informed that the drainage plan complied with county requirements and Village drainage requirements were impossible for a barrier island property. He reviewed storm water data from other island projects and stated that all other land development requirements would be met.

MOTION: *Council Member Arena moved approval of VAR 02-18; seconded by Council Member Johnson; motion carried unanimously 4-0.*

10. SPM 10-18: Application from RCMRJV, LLC (known as Village Square) for a Site Plan Modification to modify the building color including walls, roof and other

architectural features, install a mansard roof and replace exterior lighting. The application also includes a new plaza identification wall sign and modifications to the existing uniform sign code. The subject property is located at 221 US Hwy 1, Tequesta, FL 33469.

Village Attorney Davis announced the quasi-judicial nature of the item and swore in three people; no ex-parte communication was disclosed by Council. Community Development Director Nilsa Zacarias advised that the Planning and Zoning Board recommended SPM 10-18 for approval. She introduced Joseph Wallace who detailed improvement plans for the Village Square shopping center. Attorney Davis clarified that the visuals shown were enlarged versions of those in Council's materials except for the sign picture, which was then made part of the record. Several Council Members complimented the improvements.

MOTION: *Council Member Arena moved approval of SPM 10-18; seconded by Council Member Johnson; motion carried unanimously 4-0.*

11. SPM 12-18: Application from Hannah's Home of South Florida Inc. for a Site Plan Modification to install a 450 sq. ft. storage structure and revise the phasing plan of previously approved Master Site Plan. The application also includes the installation of new landscaping. The subject property is located at 4390 County Line Road, Tequesta, FL 33469.

Village Attorney Keith Davis announced the quasi-judicial nature of SPM 12-18 and swore in two people. Regarding ex-parte communication, Council Member Johnson disclosed a recent tour of Hannah's Home. Community Development Director Nilsa Zacarias thanked Mr. Couzzo for all the years they had worked together, then introduced the SPM, which the Planning and Zoning Board recommended for approval. Board Chairman of Hannah's Home, Jon Olson explained that more storage was needed and they sought a site plan revision to take advantage of some benevolence that would double the occupancy.

MOTION: *Council Member Arena moved approval of SPM 12-18; seconded by Council Member Brandon; motion carried 4-0.*

12. Approve the Renewal of a 1-Year Agreement with FMIT for Property, Liability, Automobile and Workers' Compensation

Human Resources Director, Merlene Reid thanked Mr. Couzzo for the years they worked together. She explained that an 18.45 percent insurance rate increase was due to three heart claims, and noted that claim history affected rates for three years. Rodney Louis of the Gehring Group outlined legislative changes that broadened Worker's Compensation coverage for Post-Traumatic Stress Disorder, which influenced Worker's Compensation costs. Some discussion followed regarding claims, safety and accident prevention.

MOTION: *Council Member Arena moved approval of the 1-Year Agreement with FMIT for Property, Liability, Automobile and Workers' Compensation; seconded by Council Member Johnson; motion carried 4-0.*

13. Approve a Terracon Mowing and Landscaping Services Contract for the Maintenance of the Village of Tequesta's Rights-of-way, Streets, Medians, etc. in the Amount of \$71,299.00

Public Works Director Doug Chambers explained that competitive bids were sought near the expiration of the current contract. The new contract was for five years with an option to renew for five years at the same price. Council Member Johnson asked the cost of the current contract. Mr. Chambers replied \$49,539.00 per year but the new contract resulted in a \$15,000.00 savings from staff performing the work. Mayor Brennan complimented improvements made by the Department and Mr. Chambers thanked Mr. Couzzo for his support and friendship.

MOTION: *Vice Mayor Arena moved approval of a Terracon Mowing and Landscaping Services Contract for the Maintenance of the Village of Tequesta's Right-of-ways, Streets, Medians, etc.; seconded by Council Member Johnson; motion carried 4-0.*

14. RESOLUTION 31-18, A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF TEQUESTA, PALM BEACH COUNTY, FLORIDA, INCREASING THE FISCAL YEAR 2017/2018 GENERAL FUND #001 BUDGET BY APPROPRIATING FUND BALANCE IN THE AMOUNT OF \$50,000.00 TO FUND ADDITIONAL LEGAL FEES

Village Attorney Davis read resolution 31-18, title into the record. Finance Director Quirk explained that this was a result of unanticipated legal fees; he further stated that he hoped to see an offset of the fees but it had not yet transpired. According to Mr. Quirk, if the bill was less than estimated, the difference would go back into the budget. Mayor Brennan also announced that Village Attorney Davis would reduce his fees.

MOTION: *Council Member Arena moved approval of Resolution 31-18; seconded by Council Member Johnson; motion carried 4-0.*

15. RESOLUTION 32-18, A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF TEQUESTA, FLORIDA, INCREASING THE FISCAL YEAR 2017/2018 GENERAL FUND #001 BUDGET BY APPROPRIATING FUND BALANCE IN THE AMOUNT OF \$37,541.00 TO FUND ADDITIONAL EXPENDITURES IN THE HUMAN RESOURCES DEPARTMENT

Village Attorney Davis read resolution 32-18, title into the record. Finance Director Quirk explained that this was an increase for the added title of Assistant Village Manager to the Human Resources Director, along with an unbudgeted salary study.

MOTION: *Council Member Arena moved approval of Resolution 32-18; seconded by Council Member Johnson; motion carried 4-0.*

16. RESOLUTION 33-18, A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF TEQUESTA, FLORIDA, INCREASING REVENUES AND

EXPENDITURES IN THE GENERAL FUND #001 2017/2018 BUDGET IN THE AMOUNT OF \$160,450.00 RECOGNIZING ADDITIONAL BUILDING PERMIT FEE REVENUES AS WELL AS RECOGNIZING ADDITIONAL EXPENDITURES IN THE BUILDING DEPARTMENT

Village Attorney Davis read Resolution 32-18, title into the record. Finance Director Quirk provided some detail and Mayor Brennan reminded that revenues earned in a department were required to be spent by the same department.

MOTION: Council Member Arena moved approval of Resolution 33-18; seconded by Council Member Brandon; motion carried 4-0

ANY OTHER MATTERS

Council Member Arena sought consensus of Council at a workshop to enact a temporary moratorium on construction until April or May. Parks and Recreation Director, Greg Corbitt recalled how he came to work at The Village and stated he has had a wonderful life.

Meeting Task Assignments

TASK	ASSIGNED
Boater Safety classes – web and social media	Lori
REG to provide number for 18-20000 sq	Frank D'Ambra
Community Center information – volunteers set up in park on Saturday's to discuss with residents; place info in water bills, website, social media, etc.	Greg
Moratorium on Construction – Vince requested – to be addressed at next workshop	Lori for agenda

ADJOURNMENT: Council Member Arena moved to adjourn the meeting; seconded by Council Member Brandon. The motion to adjourn carried unanimously 4-0; therefore, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Lori McWilliams, MMC
Village Clerk

Note: These summary minutes are prepared in compliance with 286.011 F.S. and are not verbatim transcripts of the meeting. A verbatim audio record is available from the office of the Village Clerk. All referenced attachments are on file in the Village Clerk's office.