

CITY OF GREENACRES

OFFICIAL MINUTES TRACKING

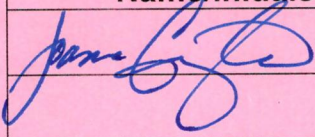
Council/Board: City Council

Meeting Date: 11-6-17

Transcribed by: mel No. of Pages: 12 Transcription Time: 6.0

REVIEW OF MINUTES

Reviewed By:

Name/Initials	Date	Revisions	
	<u>11/14/17</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

APPROVAL OF MINUTES

Meeting Date: 12-4-17

Motion By: Dugo Seconded By: Thelusme

Check One: ☒ Approved ☐ Tabled ☐ Denied Vote: 5/0

Changes requested by Council or Board? ☐ Yes ☐ No

If yes, note changes: _____

Date Scanned and Filed: _____ By: _____



OFFICIAL MINUTES

CITY OF GREENACRES
5800 Melaleuca Lane
Greenacres, FL 33463

CITY COUNCIL MEETING
Monday, November 6, 2017 – 7:00 P.M.

1. Call To Order and Roll Call.

Mayor Flores called the City Council Meeting of Monday, November 6, 2017 to order at 7:00 p.m. City Clerk Joanna Cunningham called the roll.

ROLL CALL:

Council Present:

Joel Flores, Mayor
Paula Bousquet, Deputy Mayor
John Tharp, Council Member
Peter A. Noble, Council Member
Judith Dugo, Council Member
Anderson Thelusme, Council Member

Attendees from Public: 10

Press: 1

Staff Present:

Andrea McCue, City Manager
James D. Stokes, City Attorney
Joanna Cunningham, City Clerk/PIO
Michael Grimm, Director/Building
Brian Fuller, Asst. Fire Chief/Fire Rescue
Suzanne Skidmore, Director/Human Resources
Michele Thompson, Director/Leisure Services
Kara L. Irwin-Ferris, Director/Planning & Engineering
Carlos Cedeño, Director/Public Works
Melody Larson, Assistant to the City Clerk
Capt. Tristram Moore/PBSO

2. Pledge of Allegiance to the Flag.

Mayor Joel Flores led the Pledge of Allegiance.

3. Comments From the Public for Agenda Items Only.

Mayor Flores asked if there were comments from the public; hearing none, he continued with the Agenda.

4. Agenda Approval.

- A.** Additions, deletions, or substitutions to the Agenda.
- B.** Motion to approve and adopt entire agenda as set.

Mayor Flores inquired if there were any additions, deletions or substitutions to the Agenda; hearing none, he called for a motion.

MOTION: Council Member Dugo made a motion to approve the Agenda.
Council Member Noble seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Council Member Tharp, Council Member Noble, Council Member Dugo, and Council Member Thelusme.

Motion carried: 5 - 0.

5. Special Business.

A. Proclamation: "Epilepsy Awareness Month"— Joel Flores, Mayor.

City Clerk Cunningham read the proclamation into the record.

B. Proclamation: "Hunger and Homelessness Awareness Week"— Joel Flores, Mayor.

City Clerk Cunningham read the proclamation into the record. Michelle Phillips, Public Awareness Outreach Coordinator for the Homeless Coalition of Palm Beach County received the proclamation and thanked the Mayor and Council. She asked the community to collaborate and be aware of the homeless since Palm Beach County does not have a homeless shelter.

C. Presentation: New Inspection Software—Michael Grimm, Building Director.

Building Director Michael Grimm presented the Mayor, Deputy Mayor, and Council with a demonstration of the new digital software being launched for City building inspections. He compared the old paper method with the newer, more efficient way of obtaining information with the touch of a finger. The new program prints out paper inspection sheets, prioritizes inspections by color codes and creates routes using GPS mapping. If a call is received and a contractor wants an early same day inspection, it can easily be added to the daily schedule. Each inspection provides contact information and inspectors can reschedule appointments directly. Inspectors can add comments, draw notations directly on the tablet, pass or fail inspections and results are immediately entered into the system. Past inspections, code enforcement information, County code enforcement, Municode and Laserfiche files can also be accessed. Director Grimm stated he is working on inputting all permits from time of submittal into Laserfiche for easy access to Building files to provide inspectors with current data. The next phase is training Code Enforcement officers on the use of the new mobile app.

D. Presentation: Lake Worth Road Urban Corridor Overlay – Kara Irwin-Ferris, Planning & Engineering Director.

Planning and Engineering Director Kara L. Ferris explained that the Corridor runs 750 ft. north and 750 ft. south along both sides of Lake Worth Road from Poinciana

east to South Military Trail. The Corridor has a Commercial Intensive (CI) zoning designation and a future land use designation of Commercial (CM). Director Ferris noted that within this Corridor, there are several original platted residential lots that pose challenging for the Corridor since they are currently zoned Residential Low-3 (RL-3) and are located between Swain Boulevard and South Haverhill Road.

Director Ferris reported that the intent of the Corridor is to combine several small lots into large parcels for commercial development with access to Lake Worth Road. The parcels in the rear do not have access to Lake Worth Road and must be assembled and rezoned to create larger lots or developers cannot build.

The existing homes and churches can continue in their current state; however, there are approximately five (5) vacant lots that developers have shown an interest in developing as single-family residences but cannot, based on the intent of the Corridor.

Staff is requesting approval to move forward with a zoning text amendment to facilitate single-family residential development of these parcels until such time as they can be combined to form larger parcels for commercial development or, modify the vision for this area of the Corridor.

Mayor Flores called on Council Members for comments.

The Mayor, Deputy Mayor, Council and staff discussed the possibility of the City purchasing the lots in question; the church parking issue being raised in the past; what is the cost of the lots; all five (5) parcels having different owners; assigning an appropriate zoning designation to allow development; the inquiries being prompted by the sale of the lots; the LP gas owner owning the parcel to the south and intending to expand his business.

Mayor Flores asked staff to research purchasing the parcels at the same time proceeding with a zoning text amendment.

Deputy Mayor Bousquet questioned how a zoning text amendment would impact the City's long term vision of the area. She stated she would like to delay a text amendment.

Discussion followed on the parcels not having access to Lake Worth Road, for the past seven years this was not an issue and now there is an interest in development.

Mayor Flores called for a consensus on proceeding with a zoning text amendment:

Deputy Mayor Bousquet: Yes.

Council Member Tharp: Yes, not requiring lots to have access to Lake Worth Road.

Council Member Noble: Yes, and suggested acquiring the lots.

Council Member Dugo: Put on hold until City vision is determined.

Council Member Thelusme: Yes.

Consensus: Prepare a draft zoning text amendment for Council review.

6. Consent Agenda.

A. Mayor Flores asked Council if they wished to pull any of the three (3) Consent Agenda items; hearing none, he called for a motion.

1. **Official Minutes:** City Council & Second Budget Hearing October 2, 2017 – Joanna Cunningham, City Clerk.
2. **Official Minutes:** City Council Meeting of October 16, 2017 – Joanna Cunningham, City Clerk.
3. **Board Appointments:** Appointment of Ms. Dannette Fitzgerald to Alternate Member on the Planning Commission; and Full Member on the Scholarship Committee; pursuant to Staff Memo – Joel Flores, Mayor.

MOTION: Council Member Tharp made a motion to approve the three (3) Consent Agenda items. Council Member Thelusme seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Council Member Tharp, Council Member Noble, Council Member Dugo, and Council Member Thelusme.

Motion carried: 5 - 0.

7. Regular Agenda:

- A. **PUBLIC HEARING:** **Ordinance No. 2017-21:** Second Reading; Providing for a Referendum Election to be held on March 13, 2018, for the purpose of determining whether the City Charter should be amended; providing for the placement of six (6) referendum items on the ballot; providing the text of the proposed charter amendments; directing the City Clerk to provide the Supervisor of Elections with a copy of the Ordinance; publishing the referendum items in accordance with State Law; providing for the repeal of ordinances or parts of ordinances in conflict herewith; providing for a severability clause; providing for an effective date; pursuant to Staff Memo. — James Stokes City Attorney.

City Clerk Joanna Cunningham read Ordinance 2017-21 into the record on second reading.

Mayor Flores called on Council Members for comments; hearing none, he opened the meeting to the public. He asked if anyone was in favor of, or opposed to, Ordinance 2017-21 to come forward. Seeing no one come forward, he closed the meeting to the public and called for a motion.

MOTION: Deputy Mayor Bousquet made a motion to approve Ordinance 2017-21 on second reading. Council Member Tharp seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Council Member Tharp, Council Member Noble, Council Member Dugo, and Council Member Thelusme.

Motion carried: 5 - 0.

- B. PUBLIC HEARING: Ordinance No. 2017-22:** Second Reading Providing for amendment of the City's Charter without Referendum, as authorized by Florida Statute, to adjust the qualifying dates to accommodate the Supervisor of Elections; to provide for the swearing-in of elected officials only after receipt of certified election results; providing for the publishing of changes in the City Charter; providing for the repeal of ordinances or parts of ordinances in conflict herewith; providing for a severability clause; providing for an effective date; pursuant to Staff Memo – James Stokes City Attorney.

City Clerk Joanna Cunningham read Ordinance 2017-22 into the record on second reading.

Mayor Flores called on Council Members for comments; hearing none, he opened the meeting to the public. He asked if anyone was in favor of, or opposed to, Ordinance 2017-22 to come forward. Seeing no one come forward, he closed the meeting to the public and called for a motion.

MOTION: Council Member Thelusme made a motion to approve Ordinance 2017-22 on second reading. Council Member Dugo seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Council Member Tharp, Council Member Noble, Council Member Dugo, and Council Member Thelusme.

Motion carried: 5 - 0.

- C. PUBLIC HEARING: Ordinance No. 2017-23:** Second Reading; Providing for the implementation of the Charter change lengthening terms for elected officials to four years as authorized by Florida Statute; providing for the repeal of ordinances or parts of ordinances in conflict herewith; providing for a severability clause; providing for an effective date contingent on voter approval of new term lengths; pursuant to Staff Memo — James Stokes City Attorney.

City Clerk Joanna Cunningham read Ordinance 2017-23 into the record on second reading.

Mayor Flores called on Council Members for comments; hearing none, he opened the meeting to the public. He asked if anyone was in favor of, or opposed to, Ordinance 2017-23 to come forward. Seeing no one come forward, he closed the meeting to the public and called for a motion.

MOTION: Council Member Tharp made a motion to approve Ordinance 2017-23 on second reading. Deputy Mayor Bousquet seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Council Member Tharp, Council Member Noble, Council Member Dugo, and Council Member Thelusme.

Motion carried: 5 - 0.

- D. **PUBLIC HEARING:** **Ordinance No. 2017-24:** Second Reading; Amending Chapter 10 "Personnel", Article II "Civil Service", Division 2 "Civil Service Board", to recompose the membership to consist of the Mayor and Council sitting ex-officio as the CIVIL SERVICE BOARD; providing for repeal of conflicting ordinances; providing for severability; providing for inclusion in code; and providing for an effective date; pursuant to Staff Memo – James Stokes City Attorney.

City Clerk Joanna Cunningham read Ordinance 2017-24 into the record on second reading.

Mayor Flores called on Council Members for comments; hearing none, he opened the meeting to the public. He asked if anyone was in favor of, or opposed to, Ordinance 2017-24 to come forward. Seeing no one come forward, he closed the meeting to the public and called for a motion.

MOTION: Council Member Dugo made a motion to approve Ordinance 2017-24 on second reading. Council Member Noble seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Council Member Tharp, Council Member Noble, Council Member Dugo, and Council Member Thelusme.

Motion carried: 5 - 0.

- E. **PUBLIC HEARING:** **Ordinance No. 2017-26:** Second Reading; Creating new sections of the Code of Ordinances in Chapter 2 "Administration", Article I "In General" Providing a procedure for quasi-judicial proceedings; providing for the

repeal of ordinances or resolutions in conflict herewith; providing for inclusion in the City of Greenacres Code of Ordinances; providing for severability; providing for inclusion in the code; and providing for an effective date; pursuant to Staff Memo. – James Stokes City Attorney.

City Clerk Joanna Cunningham read Ordinance 2017-26 into the record on second reading.

Mayor Flores called on Council Members for comments; hearing none, he opened the meeting to the public. He asked if anyone was in favor of, or opposed to, Ordinance 2017-26 to come forward. Seeing no one come forward, he closed the meeting to the public and called for a motion.

MOTION: Council Member Tharp made a motion to approve Ordinance 2017-26 on second reading. Deputy Mayor Bousquet seconded the motion.

VOTE ON THE MOTION: **In Favor:** Deputy Mayor Bousquet, Council Member Tharp, Council Member Noble, Council Member Dugo, and Council Member Thelusme.

Motion carried: 5 - 0.

8. **Comments from the Public.** None.

9. **Discussion Items:**

A. **Electronic Attendance for Council Meetings-** James Stokes City Attorney.

City Attorney James Stokes reported that at the October 16, 2017, City Council meeting, Ordinance 2017-25 was pulled for further discussion. The Ordinance provided for policies and procedures for electronic voting. Council discussed including voting restrictions such as number of times electronic voting would be allowed, under what circumstances, etc. Council also discussed creating a Council Policy rather than an ordinance.

Mayor Flores called on Council Members for comments.

Deputy Mayor Bousquet suggested taking the Council Policies and adopting them under one ordinance and suggested this be discussed at another meeting.

For comparison, City Attorney Stokes explained that the City's personnel manual is a separate document enacted by ordinance, which requires Council approval to make changes. Deputy Mayor Bousquet is suggesting the same be done for Council Policies giving them more permanence.

Council Member Dugo agreed, stating that outdated policies could be eliminated. She asked City Attorney Stokes to name three local municipalities that currently use electronic voting. With two meetings a month she was not comfortable with

electronic voting.

Council Member Tharp agreed with consolidating Council Policies into an ordinance. As for electronic voting there should be some restrictions.

Council Member Noble stated that consolidating Council Policies into an ordinance has its pluses and minuses. He recalled past occasions where well-established policies were eliminated only to be reinstated at a later date.

Council Member Dugo inquired about a Council Member exceeding their allotted number of electronic votes and asked how would that be addressed.

City Attorney Stokes explained that the purpose is to allow a Council Member to vote. The Attorney General has opined that electronic voting is allowed if a policy is in place. He emphasized that the electronic voter cannot appear to create a quorum, and cannot chair the meeting electronically. The only penalty would be for exceeding the number of electronic votes determined by Council.

Mayor Flores called for consensus on electronic voting:

Deputy Mayor Bousquet: Yes, with restrictions.

Council Member Tharp: Yes, with limitations.

Council Member Noble: No.

Council Member Dugo: No.

Council Member Thelusme: No.

Consensus: 3/2 against electronic voting. Mayor Flores suggested that this matter be raised at a later date.

B. Median Discussion – Carlos Cedeño, Public Works Director.

Public Works Director Carlos Cedenó provided Council with a historical background and video update on the South Jog Road median landscaping. As of March 2017, the Public Works Department has taken over the maintenance responsibilities for the median landscaping. Director Cedenó gave a maintenance comparison and initial construction comparison of landscaped medians versus Only Trees, Irrigation and Sod (OTIS) with design and construction costs and manpower reduced by more than 50%. He suggested planting various types of palm trees.

Mayor Flores called on Council Members for comments.

Council Member Dugo acknowledged that landscaped medians was her campaign promise and with the economic development vision being discussed, the City has the ability to irrigate the medians. She asked Council to reconsider the cost of planting shrubs and consider irrigating the medians and redirecting the cost savings into economic development.

Deputy Mayor Bousquet asked what areas encompassed the 20 medians under consideration.

Director Cedeno reported along South Jog Road from approximately 100 feet south of Summit Boulevard, south to Melaleuca Lane.

Mayor Flores emphasized that money has already been allocated for median landscaping. People notice the medians when entering the City; they make the City attractive. One of the first questions economic developers ask is what is the City doing to set it apart. Installing irrigation is a great idea. He understands that it will cost more man hours, but it will pay off long-term.

The Mayor, Council and staff discussed the cost of shrubbery, keeping costs down without installing shrubbery; planting St. Augustine sod; using surtax funds; adding mulch and irrigating medians without affecting manpower; planting other types of palms such as Sylvester or Washingtonian palms; the City is at the point of hiring a landscape architect to design and submit the proposal to the County along with getting FPL on board and adding medians along Lake Worth Road.

Mayor Flores called for a consensus on using the OTIS method:

Deputy Mayor Bousquet: Yes.

Council Member Tharp: Yes, consider uplighting.

Council Member Noble: Yes.

Council Member Dugo: Yes.

Council Member Thelusme: Yes.

Consensus: Use the OTIS method.

Based on past discussions, Mayor Flores was not in favor of changing decisions on previously-approved projects such as this.

10. Staff Comments:

A. City Manager's Report.

- Intercoastal Cleanup/Greenacres Great American Cleanup - City Manager McCue thanked the Building, Public Works and Leisure Services Departments for their participation this past Saturday cleaning canals and collecting shopping carts.
- Automating City Services – City Manager McCue had asked Director Grimm to show the Mayor and Council how the City is moving forward with new technology to better serve the community.
- Electronic Voting – Regarding the recent discussion on Council Policies being approved under one ordinance, City Manager McCue noted that the existing policies would require updating prior to adopting an ordinance.
- Charter Referendum – She reported that a public education campaign on the ballot questions will be the focus using flyers, including information in the January edition of the City Link, attending homeowner association meetings and holding a townhall meeting.
- Economic Development Marketing - City Manager McCue met with the Purchasing Administrator and Director of Finance to work on language for a Request for Proposal in order to meet the January deadline. The scope

of work will be broad, a 5-member selection committee will review the proposals and present their findings to Council for consideration.

- Passport Application Process – She reported that the City is awaiting a response from the Department of State. Logistics of securing training and allocating staff for processing are underway. With the anticipated revenue, additional part-time staff will be needed. The timeline is the end of January and the service will be announced in the January City Link. She thanked the City Clerk for proposing the idea and believed it would be a wonderful service to provide to the public.
- Medical Marijuana Moratorium – The January 18th time extension will need to be extended once again at the December 4, 2017 City Council meeting due to the upcoming holiday season.
- Sign Spinners – City Manager McCue reported that staff has researched regulations banning these items and an ordinance will be presented for Council approval.
- State Appropriation Funding – Urged by a state representative, the City submitted two projects for funding. One project is Phase 4 of the Original Section drainage improvements in the amount of \$150,000. CDBG funds are used; however, state funding will help offset the costs. The second project is the Original Section Sewer Project – Phase 1 for Swain Boulevard in the amount of \$435,000 for design work and plans. The total estimated cost of the project for Swain Boulevard alone is over \$1 million. She thanked Director Kara L. Ferris for preparing the grant applications.
- Gladiator Lake Bank Stabilization – This project was discussed for surtax funding at \$1.3 million. Public Works Director Cedeno submitted this project to the Division of Emergency Management, Local Mitigation Strategy funding. Out of a total of 83 requests, Greenacres is first on the list to receive funding. The project is currently under review by a steering committee.
- Legislative Priorities – The Legislative Session will begin in January and Home Rule, is a major topic. A list of topics for discussion will be presented at the December 18th City Council meeting and the City Clerk will be tracking the bills that could most impact the City.
- Photos of Council Members at City Buildings - City Manager McCue asked the Mayor and Council for direction on placing photos of City officials in City Buildings for residents to familiarize themselves with our elected officials. The Mayor and Council agreed it was a good idea.
- Department Reports – She urged the Mayor and Council to review the year-end information in these reports.
- January Council Meetings - With both dates falling on holidays, she suggested scheduling only one meeting either on January 18th or the 22nd. **The Mayor and Council agreed on January 22nd.**
- Mayor and Council Calendars – She reported that the calendars and FYI memos would be sent electronically as well as updates to their calendars.
- Upcoming Events:
 - ✓ November 17th: Mayor vs. Wes Kain Basketball Challenge with the Mako Cheerleaders and Hoffman's Chocolates
 - ✓ November 18th: Fall Fitness Festival at the Samuel J. Ferreri Community Park from 10 am-4 pm, a Green Market 10 am – 3 pm, face painters, balloons, music, and kid zone areas. Not many

- ✓ applicants have applied for the rummage sale.
- ✓ November 22nd: Community Thanksgiving Dinner from 6:30 pm–8:30 pm.
- ✓ November 29th: Food Truck Invasion. She reported that in May there were 400 attendees, in October there were 45-50. This could be due to the event not being advertised. The City reached out to the vendor to ensure residents are aware.
- ✓ December 1st: Tri-City BBQ in Belle Glade.
- ✓ December 9th: Lunch with Santa in collaboration with Kiwanis.

Council Member Noble commented on his desire to have a medical marijuana dispensary in the City and asked the status on a vendor giving a presentation.

City Manager McCue reported checking with the PBCLoC regarding vendors and cautioned Council when making their selection.

B. City Attorney's Report.

City Attorney Stokes reported meeting with PBSO Major Mattino and Capt. Tristram Moore who are working on providing documentation to show the number of hours, personnel. A report will be presented to Council shortly.

Mayor Flores referred back to Agenda Item 5A of the Agenda to present Lauren Torres of the Epilepsy Foundation with the City's proclamation on "Epilepsy Awareness Month". City Clerk Cunningham read the proclamation once again into the record. Photos were taken and Ms. Torres handed out information on the Epilepsy Foundation.

11. Mayor and City Council Reports.

District V – Deputy Mayor Bousquet reported that the Great Greenacres Cleanup was a wonderful event.

District IV – Council Member Thelusme met with PBC School District Member Chuck Shaw and learned about a lack of parent involvement in public schools. He met with Leisure Services Director Michele Thompson to discuss offering an adult education program at the Community Center. He has also been working with the City Manager on a Sister City International program founded by former President Dwight Eisenhower that promotes culture and humanitarian assistance. Other Boca Raton and Boynton Beach are currently partnering with international sister cities.

District III – Council Member Dugo had nothing to report.

District II – Council Member Noble had nothing to report.

District I – Council Member Tharp received an email from the property owner of 533 Swain Boulevard across from the basketball courts at the Community Center. He requested that this topic be added to the December 4th Agenda as a discussion item. He noted that he is aware that recommendations were made but not acted upon. He announced he will be out of town from November 11th – 25th and thanked PBSO for their assistance during a recent incident on Halloween night.

Mayor Flores – He thanked the Public Works and Building Department staff, for their participation in the Great Greenacres Cleanup and extended a special “Thank You” to Aileen Hernandez of the Building Department.

He met with the PBC School District Area Superintendent Dr. Frank Rodriguez regarding language being a barrier. The Mayor was looking to partner with the School District and local schools to show support from the community. He commended Council Member Thelusme for his involvement.

Mayor Flores thanked Director Thompson, PBSO, and Fire Rescue for inviting him to participate in the “Reading for the Record” event.

The Central Palm Beach Chamber of Commerce hosted “Coffee with the Mayor” attended by Council Member Noble and Mayor Flores. It was a great opportunity to connect with businesses and hear their concerns.

He reported attending his first PBCLoC Housing Summit Regional Sub-Committee meeting representing the central region of the County. This Committee works on affordable and workforce housing and he would keep the Council informed.

Last week mayors were invited to attend a regional meeting with County Commissioner Dave Kerner. Mayors from Greenacres, Lake Worth, Lantana, Boynton Beach, Lake Clark Shores, and Palm Springs were in attendance. These meetings may be held quarterly.

The Palm Beach County League of Cities during a Board of Director’s meeting, invited the PBC Legislative Delegation where City Manager McCue raised several issues concerning Greenacres. Mayor Flores announced he would be attending the “Palm Beach County Days” in Tallahassee in January 2018.

12. Adjournment.

Council Member Dugo moved to adjourn the meeting, seconded by Council Member Tharp. The meeting adjourned at 8:58 p.m.

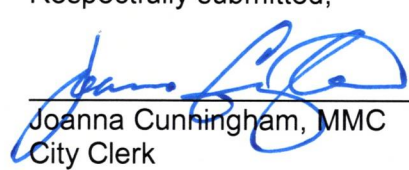
CITY COUNCIL


Joel Flores
Mayor

/mel



Respectfully submitted,


Joanna Cunningham, MMC
City Clerk

Date Approved: 12/4/17