

**Palm Beach County League of Cities  
GENERAL MEMBERSHIP MEETING  
Wednesday, June 22, 2016  
Bear Lakes Country Club**

**MINUTES**

**1. Call to Order, Invocation and Flag Salute**

President Robert Shalhoub called the meeting to order at 12:08 p.m.. Mayor Steve Wilson of Belle Glade gave the invocation and led the Pledge of Allegiance.

**2. Roll Call Cities, Introductions and Welcomes**

Mo Thornton called the roll and a quorum was attained.

**Cities represented were:** Atlantis, Belle Glade, Boca Raton, Boynton Beach, Briny Breezes, Delray Beach, Golf, Greenacres, Haverhill, Hypoluxo, Jupiter, Jupiter Inlet Colony, Lake Clarke Shores, Lake Park, Lake Worth, Lantana, Manalapan, North Palm Beach, Ocean Ridge, Palm Beach, Palm Beach Shores, Palm Springs, Riviera Beach, Royal Palm Beach, South Bay, Wellington, Tequesta and West Palm Beach **Absent were:** Cloud Lake, Glen Ridge, Gulf Stream, Highland Beach, Juno Beach, Loxahatchee Groves, Mangonia Park, Pahokee, Palm Beach Gardens and South Palm Beach.

President Shalhoub recognized the past presidents in attendance: Mr. Lomax Harrelle, former Commissioner of South Bay; Mr. Tom McCarthy, former Councilman of Jupiter; Commissioner Steven Abrams, former Deputy Mayor of Boca Raton; Ms. Retha Lowe, Former Vice Mayor of Lake Worth; Mayor Ken Schultz, Hypoluxo Dr. Carmine Priore, former Councilman of Wellington; Mayor Bev Smith, Palm Springs; Mayor Susan Haynie, Boca Raton; Mayor David Stewart, Lantana; Vice Mayor Lisa Tropepe, Palm Beach Shores; Mayor Todd Wodraska, Jupiter; Vice Mayor Scott Maxwell, Lake Worth; Mayor Steve Wilson, Belle Glade; Councilwoman Dawn Pardo, Riviera Beach. President Shalhoub informed the membership that the Presidents in attendance have been presented with a stole in honor of their service to our league.

President Shalhoub introduced the staff of the Town of Lake Clark Shores that were in attendance; Mr. Dan Clark, Town Administrator and Zoie Burgess, Special Events Coordinator.

President Shalhoub also recognized his Town Council; Vice Mayor Thomas Mayes, President Pro Tem Valentin Rodriguez and Councilmember Greg Freebold, who were in attendance. Also, Councilmember Malcolm Lewis, who wasn't able to attend.

President Shalhoub also recognized the dignitaries in attendance: Palm Beach County District 3 Commissioner Shelly Vana, Palm Beach County District 4 Commissioner Steven Abrams and Representative Bobby Powell.

President Shalhoub introduced our new associate member Doris Pastl of Specialty Advertising, who introduced herself to the membership.

President Shalhoub introduced FLC 2nd V.P. candidate Leo Longworth to the membership, who thanked the membership for allowing him to introduce himself.

### **3. Additions, Deletions, and Modifications to the Agenda**

**Addition 5e.** Ratification of the Appointment to the PBC Water Resource Task Force

**Motion and second to approve. Motion carried unanimously.**

### **4. Consent Agenda**

#### **a. Approval of Minutes of April 27, 2016 General Membership meeting.**

**Motion and second to approve the Consent Agenda. Motion carried unanimously.**

### **5. Miscellaneous Business**

#### **a. Ratification of the Appointment to the PBC Citizens Committee on Airport Noise**

President Shalhoub informed the membership that the board appointed Councilmember Gary Eckerson of Glen Ridge to the PBC Citizens Committee on Airport Noise and that ratification was needed by the general membership.

**Motion and second to ratify the appointment of Councilmember Gary Eckerson to the PBC Citizens Committee on Airport Noise. Motion carried unanimously.**

#### **b. Ratification of the Appointment to the Treasure Coast Regional Planning Council**

President Shalhoub informed the membership that the board appointed Commissioner Mitch Katz of Delray Beach to the Treasure Coast Regional Planning Council and that ratification was needed by the general membership.

**Motion and second to ratify the appointment of Commissioner Mitch Katz to the Treasure Coast Regional Planning Council. Motion carried unanimously.**

#### **c. Ratification of the Appointment to the PBC Advisory Boundary Committee**

President Shalhoub informed the membership that the board appointed Vice Mayor Jeff Hmara of Royal Palm Beach to the PBC Advisory Boundary Committee and that ratification was needed by the general membership.

**Motion and second to ratify the appointment of Vice Mayor Jeff Hmara to the PBC Advisory Boundary Committee. Motion carried unanimously.**

#### **d. Ratification of the Appointment to the FLC Board of Directors**

President Shalhoub informed the membership of the board recommendations of himself, Councilwoman Dawn Pardo of Riviera Beach and Vice Mayor Lisa Tropepe of Palm Beach Shores to the FLC Board of Directors and that ratification was needed by the general membership.

**Motion and second to ratify the recommendations of President Mayor Robert Shalhoub, Councilwoman Dawn Pardo and Vice Mayor Lisa Tropepe of Palm Beach Shores to the FLC Board of Directors.**

**e. Ratification of the Appointment to the PBC Water Resource Task Force**

President Shalhoub informed the membership that the board appointed Council Chair Terence Davis of Riviera Beach to the PBC Water Resource Task Force and that ratification was needed by the general membership.

**Motion and second to ratify the appointment of Council Chair Terence Davis to the PBC Water Resource Task Force. Motion carried unanimously.**

**6. Legal Report**

Attorney Jennifer Ashton reported on a case about code enforcement and if defensive Laches can be raised in a code enforcement proceeding. Laches means there has been an unreasonable delay in excusing some right that prejudices the other party.

Ms. Ashton also informed the membership of the case where Wantman Group was sued for a Public Records Request but the judgment was granted in their favor due to the suspicion and spam like nature of the request.

Ms. Ashton informed the membership of another Public Records case in which the Jacksonville Police and Fire Pension Fund was found to have imposed conditions not legally valid for the inspection and copying of the public records and thus ordered to pay attorneys fees.

**7. Executive Director's Report**

Executive Director Richard Radcliffe provided the membership with a surtax update. He informed them that 29 cities have project lists on our website and that 64% of the municipal population passed inter-local agreements so the School board, cities and county will be moving forward.

Mr. Radcliffe informed the membership that on July 12, the county will have a meeting to finalize the educational program to educate the public on the surtax.

Mr. Radcliffe reminded the membership on the mandatory four hour state ethics training seminar, that no date has been set but that it should be early September.

Mr. Radcliffe informed the membership that the issue of impact fees has been brought to the MPO board and that they are monitoring it.

Mr. Radcliffe informed the membership of the 39<sup>th</sup> municipality Westlake and his intentions of inviting them to join the Palm Beach county League Cities.

Mr. Radcliffe reminded the membership now is the time to sign up for FLC Policy Committees. He informed them that even if they were on it last year that they will need to sign up again.

Mr. Radcliffe thanked the Town of Lake Clarke Shores and the Country Club for hosting the meeting.

## **8. President's Report**

President Shalhoub started by thanking everyone for attending the Gala. He introduced the League's new board members Mayor Anne Gerwig of Wellington; Commissioner Joe Casello of Boynton Beach; Leondrae Camel Manager of South Bay; and Vice Mayor Ilan Kaufer of Jupiter. Mayor Shalhoub stated that the League will be reaching out to the membership to capitalize on their strengths and to build relationships; citing that he considers them the "League's greatest resource". He explained that this upcoming budget year the League will be assisting those who want to advocate for the county on the Florida League Cities level. President Shalhoub stated he is seeking best practices on educating the young people of Palm Beach County thru the Education Committee. He informed the membership that he has invited the President of Palm Beach State College to discuss a partnership in educating our community at the next General Membership meeting. President Shalhoub stated that he will be revisiting the By-Laws to add more participation for our associate members on League committees and recognized the associate member spotlighted this week, Richard Pinsky. President Shalhoub asked the membership to get involved to help the League become stronger and smarter and to grow and become unified. President Shalhoub thanked Waste Management for their support in hosting the meeting.

## **9. Presentations**

### **a. It's been a While: Hurricane Preparedness**

Bill Johnson the Director of Palm Beach County Emergency Management (EM) made a presentation to the membership on Hurricane Preparedness. He informed the membership that PBC EOC holds bi-monthly meetings at the EOC and that each municipality has two designated EM representatives. He invited each representative to these collaborative meetings where they discuss operational and procedural issues, communications issues, plan procedures and how to function in case of an emergency. Mr. Johnson informed the membership that the League of Cities Representative will be in service during an activation of the Palm Beach County EOC and will assist municipalities. He stated during activation, daily notifications will be sent via e-mail and text message with date and time and call-in information for conference calls to Municipal EM Representative. He explained that the Municipal EM Representative will then notify all municipal participants. Mr. Johnson informed the membership that the EOC has instituted a new process/program called WebEOC and that EEI Boards (Essential Elements of Information) are set up where your municipal representatives are now able to put in information. He also stated that there is a Municipal Status Board, where your rep can report flooding status, communication status and EOC status; a Damage Assessment Board, where the reps add their damage assessment information then the EOC tallies up the information which is then used to help getting a disaster declaration started. He explained that disaster declarations start at the local level only after those resources are exhausted it then goes to the state and after state resources are exhausted it goes Federal. Mr. Johnson informed the membership on ways they can help, stating that they should understand their community disaster plan before a disaster occurs, know key stakeholders and their roles, know who's in charge, understand local State of Emergency and understand the possibility of financial liability, reinforce EM official's actions by assisting with declarations and ensuring the damage assessment process is completed. Mr. Johnson expressed the importance of being consistent with the messages to reinforce protective actions, public information and collaborate with County EOC. He states the County's evacuation zone map has been changed to letters instead of numbers and a new zone around the lake has been added. Mr. Johnson concluded by informing everyone to make sure they are prepared, their family is prepared and that their employees are prepared.

**10. Member Comments**

None

**11. Meetings Announcements**

- a. Board of Directors Meeting, Lake Worth Casino Building & Beach Complex...10 a.m., July 27th
- b. General Membership Meeting, Lake Worth Casino Building & Beach Complex...Noon, July 27th
- c. Gold Coast Breakfast, FLC Annual Conference, Hollywood, FL.....7:30 a.m., August 20<sup>th</sup>  
**(RSVP Required)**

**12. Adjournment** – The meeting was adjourned at 1:11 p.m..