

**MINUTES  
TOWN OF LAKE CLARKE SHORES  
REGULAR TOWN COUNCIL MEETING  
DECEMBER 13, 2016**

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**I. A) CALL TO ORDER AND ROLL CALL:**

Mayor Robert M. W. Shalhoub, called the meeting to order at 6:30 p.m.

The following members and officials were present:

Robert M. W. Shalhoub, Mayor  
Thomas C. Mayes, Jr., Vice Mayor  
Valentin Rodriguez, Jr., President Pro Tem  
Malcolm K. Lewis, Council Member  
Gregory Freebold, Council Member  
Daniel Clark, Town Administrator  
Mary Pinkerman, Town Clerk  
Wes Smith, Chief of Police  
Charles Schoech, Town Attorney

**B) MOMENT OF SILENCE, PLEDGE OF ALLEGIANCE, INVOCATION:**

Mayor Shalhoub requested a moment of silence for Michael Gouleven and Edward Jarmakowicz, Town residents, for Ken Shultz, Mayor of the Town of Hypoluxo and Jacob “Jack” Rubenstein, grandfather of Representative David Silvers, who have recently passed away. Mrs. Mildred Lewis led the audience in the Pledge of Allegiance. Pastor Stan Sniezek, Pastor of the New Alliance Church, gave the invocation.

**II. APPROVAL OF AGENDA:**

**Motion made by Council Member Freebold to approve the Agenda, seconded by Vice Mayor Mayes; Motion approved (5-0).**

**III. CONSENT AGENDA:**

- A) Approval of the Minutes of the November 15, 2016 Public Hearing.
- B) Approval of the Minutes of the November 15, 2016 Town Council Meeting.
- C) Approval of Resolution #16-24 – Authorizing the Town to execute the agreement between the Palm Beach County Supervisor of Elections and the Town of Lake Clarke Shores for vote processing equipment use and election services for the Town’s March 2017 municipal elections.

- D) Approval of Resolution #16-25 – Appointing the Town Clerk or her designee, the Supervisor of Elections or her designee and one of the members of the Town Council that holds an office in a group that is not scheduled for the 2017 municipal election as members of the Town of Lake Clarke Shores Municipal Election Canvassing Board for the Town’s March 2017 municipal elections.
- E) Approval of Resolution #16-32 – Expressing Appreciation for the Goods, Equipment and Efforts Rendered for the Town’s Annual “Loop around the Lake” 6K Run.
- F) Approval of Resolution #16-33 – Appointing Trent Swift as an Alternate Member of the Code Enforcement Board.
- G) Approval of Resolution #16-34 – Appointing Jessica Fontaine as a member of the Zoning Board of Adjustment.
- H) Approval of Proclamation in recognition of the 75<sup>th</sup> Anniversary of the attack on Pearl Harbor.
- I) Approval of Proclamation Expressing Appreciation to New Life Alliance Church for their service during the 2016 “Better than Halloween” Party.
- J) Approval of Proclamation Recognizing the Month of January 2017 as “National Stalking Awareness Month”.

**Motion made by Council Member Freebold to approve the Consent Agenda, seconded by Vice Mayor Maves; Motion approved (5-0).**

**IV. PRESENTATIONS:**

- A) Presentation of Pearl Harbor Remembrance Day Proclamation to Vincent Gunderson – Mayor Robert M. W. Shalhoub

*Mr. Gunderson was unable to attend the meeting, so the proclamation will be presented to him during the January 10, 2017 Town Council Meeting.*

President Pro Tem Rodriguez noted that Mr. Gunderson was on one of the ships that were docked at the mouth of Pearl Harbor on December 7, 1941, but no one on his ship perished during the attack.

Council Member Lewis noted that he was 14 years old when the attack happened and that he had friends that lived in Pearl Harbor at that time. He also noted that after he graduated high school, he joined the Navy and attended West Point as a result of the events that took place in 1941.

- B) Presentation of New Life Alliance Church Proclamation to Pastor Stan Sniezek on behalf of New Life Alliance Church – Mayor Robert M. W. Shalhoub

Mayor Shalhoub read the proclamation and thanked the New Life Alliance Church for their hard work to make the 2016 “Better than Halloween” Party a huge success. He presented the proclamation to Pastor Sniezek.

Pastor Sniezek thanked the Town Council, Town Staff and the Police Department for all they do and noted that the church is looking forward to next year’s event.

V. **UNFINISHED BUSINESS:**

- A) Discussion on Codification of Town Ordinances – Mr. Clark

Mr. Clark noted that it will take the Municipal Code Corporation at least 18 months to review the Town’s Code of Ordinances to verify that the Town’s codes do not conflict with state statutes or other areas of the code. He also noted that the Town will be sending all of the ordinances that have been adopted since 2011 to the Municipal Code Corporation to be codified into the Code of Ordinances so that the Code of Ordinances will be up to date. The Code Enforcement Board and the Town Council will continue to review and revise codes during this process.

VI. **NEW BUSINESS:**

- A) Mr. Schoech noted that the Forest Hill Boulevard Sewer Assessments have been added to the affected property owner’s non-ad valorem property tax bills that were due in November. Prior to this, the property owners received a letter asking if they wanted to be billed in a lump sum or in annual payments. One property owner requested to be billed for a lump sum, but changed their mind after receiving their tax bill. Mr. Schoech noted that he would like Council’s approval to begin the process so that the Tax Collector can change the assessment roll to reflect annual payments for this property owner.

**Motion made by Vice Mayor Mayes to approve the Certificate of Correction that is needed to modify the Tax Roll, seconded by President pro Tem Rodriguez; Motion approved (5-0).**

VII. **AUDIENCE COMMENTS**

Louise Bing, 7401 West Lake Drive – discussed her concerns regarding the instability of Norfolk pine trees and the dangers that they could cause to homes. She noted that she would like something added to the Town Codes that would prohibit these types of trees from being planted in the Town.

Ashok Kulkarni, 8131 West Lake Drive – noted that it was very difficult to hear what the Town Council was saying during the meeting. He asked them to speak into their microphones so the audience does not miss anything being said.

He also asked who would be responsible for any damages from a tree falling onto another person's property. Mr. Schoech noted that if a healthy tree were to be broken by an act of God and fall onto a neighboring property, then the owner whose property was damaged would be responsible. If it was a diseased tree, the property owner that owns the tree would be liable.

Paul Shalhoub, 1926 Arabian Road – noted that the Code Enforcement board has been reviewing the Town Code of Ordinances and has a few more areas to review before sending their findings to the Town Council. He also noted that the Code Enforcement Board found that some codes may no longer apply, but they are leaving it up to the Council to determine if those sections should be removed or not.

## VIII. STATUS REPORTS:

Mr. Schoech – had nothing to add to his report at this time.

Mr. Clark – noted that the Utility Department ordered decals that will be placed on the storm drains and door hangers that will be given to residents as needed to remind them that they should not dump any type of fluids or debris into the storm drains.

He gave an update on FRED and noted that additional jurisdictions have been added to the district, which will increase the number of households that are eligible for PACE financing. He explained the types of improvements that could be financed using the PACE program and noted that Renovate America is vetting the contractors that will be available to work on PACE projects.

Chief Smith – had nothing to add to his report at this time.

Vice Mayor Mayes commended Officer Ianno for the work that he is doing with the PBSO. He also asked if there is anyone else in the Police Department that is interested in participating with the Marine Unit. Chief Smith noted that Officer Fisher takes the boat out as often as he can, but no one else is interested in patrolling the waterways at this time.

## IX. COUNCIL COMMENTS:

Council Member Lewis – had no comments at this time.

Council Member Freebold – noted that water quality is the first item on the list of the League of Cities Environmental Committee priorities for 2017.

He asked Mr. Clark for an update of the work being done at Boat Ramp Park. Mr. Clark noted that the docks on the south side of the ramp will be completed prior to the boat parade. He noted that the lights for the dock have been ordered, but have not come in yet. The Town will install a different type of lighting so that the dock will be seen at night. He also noted that we are still waiting for the floating dock which will be installed as soon as it is delivered.

Council Member Freebold wished Mayor Shalhoub and Vice Mayor Mayes Happy Birthday, since their birthdays will be prior to the January Town Council Meeting.

**President Pro Tem Rodriguez** – noted the Community Redevelopment and Ethics classes that he attended while at the Florida League of Cities Legislative Conference in Orlando. He noted that some good ideas were presented during the class that would help the Town’s CRA.

He also wished everyone Happy Holidays.

**Vice Mayor Mayes** – Wished everyone a Merry Christmas and a Happy New Year. He noted a few of the many things that are happening in Town: the new Forest Hill Boulevard CRA, Mayor Shalhoub as President of the Palm Beach County League of Cities, the numerous Town events that go off without any problems. He stated that the Town is truly blessed. He thanked everyone that made this possible and stated that he is looking forward to 2017.

**Mayor Shalhoub** – noted that 185 people participated in the 2016 “Loop around the Lake” and that there were 28 entries in the “Holidays in Paradise” Parade. He also noted that approximately 325 people attended the “Jim & Judy Tackett Memorial Tree Lighting” Event and thanked all of the residents that donated baked goods for the event.

He noted that issues regarding Community Redevelopment, Impact fees, Regulations for drones, Public Record Requests, Short term rentals and Sober Homes were discussed during the Legislative Conference. He also noted that the use of marijuana for medical purposes was approved by voters in November and that the state is working on regulations on the distribution and sale of medical marijuana.

He discussed the one cent sales tax increase that was also approved by voters in Palm Beach County. He noted that a Sales Tax Oversight Committee will be required to oversee the additional tax increase. He stated that the Palm Beach County League of Cities will be appointing members to a Sales Tax Oversight Committee and that municipalities could either set up their own committees or join the League of Cities Committee.

He thanked the Town staff for a wonderful year and noted that he is looking forward to next year.

He also noted the resident boat parade will be held on December 17<sup>th</sup> and wished everyone Merry Christmas, Happy Hanukkah, Happy Kwanza and whatever it is that anyone else is celebrating.

**X. ADJOURNMENT:**

**Council Member Freebold made a motion to adjourn the meeting at 7:25 p.m., seconded by Vice Mayor Mayes; Motion approved (5-0).**

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Robert M. W. Shalhoub, Mayor

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Mary Pinkerman, Town Clerk