

MINUTES
TOWN OF JUNO BEACH
TOWN COUNCIL REGULAR MEETING

June 22, 2016
Council Chambers
340 Ocean Drive

PRESENT: JASON HASELKORN, MAYOR
JIM LYONS, VICE MAYOR
FRANK FAHY, VICE MAYOR PRO TEM
ELLEN ANDEL, COUNCILMEMBER

ALSO PRESENT: JOSEPH LO BELLO, TOWN MANAGER
VANESSA M. MUTCHNIK, TOWN CLERK
LEONARD RUBIN, TOWN ATTORNEY
MATTHEW PAZANSKI, FINANCE DIRECTOR
ANTHONY MERIANO, DIRECTOR OF PUBLIC WORKS
PAUL FERTIG, MAJOR
RUBEN CRUZ, DIRECTOR OF PLANNING AND ZONING
FRANK DAVILA, PRINCIPLE PLANNER

ABSENT: BILL GREENE, COUNCILMEMBER

Mayor Haselkorn called the Town Council regular meeting to order at 5:30 pm.

Audience: 30

~ CALL TO ORDER
~ PLEDGE OF ALLEGIANCE TO THE FLAG
~ ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

1. **SWEARING IN CHRISTOPHER SHORTELL AS POLICE OFFICER**

Major Fertig introduced Christopher Shortell before he was sworn in.

Town Clerk Mutchnik swore in Christopher Shortell as a Police Officer for the Juno Beach Police Department.

2. **EMPLOYEE OF THE YEAR – KAREN ENGLAND (SPONSORED BY FLORIDA POWER AND LIGHT)**

Finance Director Pazanski thanked Don Kiselewski, Director of Public Affairs for Florida Power and Light (FPL), for sponsoring the 2015 Employee of the Year. He stated that FPL provided the Town with a \$500 check for Ms. England. Finance Director Pazanski stated that FPL has sponsored the employee of the year award for the past several years.

Finance Director Pazanski introduced Karen England and said a few words about her work performance for the Juno Beach Finance Department.

3. **COMMENTS FROM THE PUBLIC**

Public Comments Opened at 5:43 PM.

Nicole Readman, 13205 US-1 #202, Juno Beach, stated that she was an employee of the Batt Learning School, which is located in Juno Beach. She stated that a drug rehabilitation facility moved in right next door to them and therefore they had to find a new location. She stated that they looked for a location in Juno Beach but unfortunately could not find one. The new location is located just right outside of Juno Beach in unincorporated Palm Beach County. Ms. Readman stated that they do not want to be in unincorporated Palm Beach County and would like the Town to look into annexing this location.

Mayor Haselkorn suggested Ms. Readman speak with Ruben Cruz, Director of Planning and Zoning.

Public Comments Closed at 5:45 PM.

4. **CONSENT AGENDA**

All matters listed under Item 1, Consent Agenda, are considered to be routine by the Town Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A. Resolution No. 2016-06 - Modification to Existing Law Enforcement Mutual Aid Agreement
- B. Consider approving the May 25, 2016 Zoning Board of Adjustment and Appeals Minutes.
- C. Consider approving the May 25, 2016 Town Council Meeting minutes.
- D. Special Event Request – Take Stock in Children
- E. Special Event Request – Loggerhead Triathlon
- F. Special Event Request – Aloha Surf Camp

MOTION: Lyons/Fahy made motion to approve the consent agenda.

COUNCIL ACTION: The motion passed 4-0.

5. **AUDIT REPORT FY 2015– REVIEW AND DISCUSSION**

Mark Veil, CPA, Caler Donten, Levine, Druker, Porter & Veil, P.A., presented the Town's Comprehensive Annual Financial Report ("CAFR") and reviewed the revenues and expenditures for the fiscal year ending September 30, 2015. Mr. Veil provided the Council with a brochure of the highlights and reviewed the audit with Council (*brochure and audit attached*).

Vice Mayor Pro Tem Fahy asked Mr. Veil if his firm audited other cities and if they did, was there something different that Juno Beach was doing which stands out?

Mr. Veil stated that Juno Beach does keep a higher fund balance in reserves but added that this is not a bad policy to retain.

Vice Mayor Lyons stated that on page 9, the CAFR shows pension plans as underfunded. He wanted to know whether this was common.

Mr. Veil stated that as the markets go up and down, the funding levels will change. He indicated that the Town will likely never be 100% funded.

Mayor Haselkorn stated that on page 66, the CAFR reads: "during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified."

Mr. Veil stated that this is standard language as there could be there could be something that his firm did not come across at the time of the audit. He did add, however, that his firm did not find anything that concerned them.

Mayor Haselkorn stated that this audit shows how well managed that Town is and commended Town Manager Lo Bello, Finance Director Pazanski, Director of Planning and Zoning Cruz, Director of Public Works Meriano and all other department heads and staff.

Vice Mayor Lyons pointed out that the Town budgets \$850,000 for building permit fees and took in about \$1.2 million. He stated that it shows that people still want to build in Juno Beach.

Mayor Haselkorn thanked Mr. Veil for his report.

6. **ORDINANCE REGULATING INSTALLATION OF STORM SHUTTERS**

Town Attorney Rubin stated that at the Council Goal Setting Workshop, Council directed staff to prepare an ordinance regulating the installation of storm shutter. He stated that he was looking for direction from Council on a few items.

Town Attorney Rubin questioned if Council wanted to allow residents to put up shutters during the duration of hurricane season or only when there is a threat of a hurricane to the area. He also questioned if Council wanted to: limit shutter installations to vacant residences; require specific durations; require registration with the Town; and restrict shutter color.

Vice Mayor Pro Tem Fahy recommended allowing the shutters to be installed 5 to 10 days prior to hurricane season and taken down 5 to 10 days after hurricane season. He stated that he did not think it would be necessary to require registration and had no opinion on color.

Vice Mayor Lyons stated that he wanted to keep this ordinance simple. He stated that shutters should be allowed to go up 2 weeks prior to hurricane seasons and 2 weeks after hurricane season. He did not believe there should be registration or color restrictions.

Town Attorney Rubin stated that he believed he had enough direction. He stated that this ordinance would first go to the Planning and Zoning Board, then would be brought to Council for 1st reading.

7. **ORGANIZATIONS FOR COUNCIL TO PARTICIPATE**

Mayor Haselkorn stated that this item would be postponed until the next council meeting.

8. **BUDGET PLANNING SESSION FY 2016-2017**

Mayor Haselkorn stated that staff's memorandum, presentation and all back-up materials would be placed into the record.

Finance Director Pazanski went over the budget calendar.

Finance Director Pazanski made the attached presentation to Council on the 2016-2017 Budget (*budget planning session document attached*).

Vice Mayor Pro Tem Fahy stated that he would like staff to look into all possible grants that are available for the Town to receive.

Town Manager Lo Bello stated that staff is constantly looking for grant opportunities.

Vice Mayor Lyons stated that he believes health insurance rates will significantly increase this year. He stated that the Council does not discuss health insurance rates until December and therefore he was concerned about this line item.

Finance Director Pazanski stated that staff does its best to project what the rates will be. Mr. Pazanski also mentioned that staff will look at other government agency's rates, which renew in October.

The next Council meeting was set for July 21st to set the proposed mileage rate.

The Council meeting in August was set for August 10th.

9. **COMMENTS FROM TOWN MANAGER**

Town Manager Lo Bello stated that the first Mayor's Hour with Mayor Haselkorn will be Friday, July 1st at 4 PM.

Town Manager Lo Bello stated that there will be a Planning and Zoning Board meeting on Monday, June 27th at 5:30 PM.

Town Manager Lo Bello stated that the Civic Association July 4th Parade and Breakfast will be on Monday, July 4th at 7 AM.

10. **COMMENTS FROM TOWN ATTORNEY**

No Comments

11. **COMMENTS FROM STAFF**

Finance Director Pazanski stated that the Town would be holding an online auction for a 2013 Dodge Charger, as well as a 1998 GMC truck from Public Works.

Finance Director Pazanski stated that staff was looking to purchase a Nissan Frontier to replace the GMC truck. He stated that this vehicle is not made in the United States, but

added that most cars today are not made here. Mr. Pazanski stated that the Frontier is significantly cheaper than other trucks on the market.

The Council was agreeable with purchasing the Nissan Frontier.

Finance Director Pazanski stated that the Town would need to do complete financial institution signature cards and corporation authorizations for the following financial institutions: Florida Municipal Investment Trust; Wells Fargo; and the State Board of Administration.

Director of Public Works Meriano stated that the project to repair the storm drainage on Universe Boulevard is scheduled to start tomorrow. He stated that the main entrance into the Florida Power and Light (FPL) facility will be blocked due to the repair work. He stated that the Town will be providing FPL with a message board directing employees and visitors to an alternate entrance. Mr. Meriano stated that the cost associated with the repair will be distributed among the six stakeholders along Universe Boulevard. The Town will pay for the entire repair upfront and then seek reimbursement from the other stakeholders.

MOTION: *Lyons/Fahy made motion to piggyback off the Town of Jupiter contract with Deevan, Inc. and allow Town Manager Lo Bello to execute contract in an amount not to exceed \$75,000 from the contingency fund for emergency storm drainage repair on Universe Boulevard.*

COUNCIL ACTION: *The motion passed 4-0.*

Director of Planning and Zoning Cruz announced that Frank Davila was promoted to Principle Planner for the Town.

12. **COMMENTS FROM COUNCIL**

Vice Mayor Pro Tem Fahy asked Town Attorney Rubin if staff was working on the Council goal to expand the role of the Planning and Zoning Board.

Town Attorney Rubin stated that the proposed ordinance will be considered by the Planning and Zoning Board on Monday.

Vice Mayor Lyons stated that Council received a letter from the Loggerhead Marineline Center regarding naming a sea turtle patient "Mayor Mort". Vice Mayor Lyons requested that Council approve donating \$500 towards this new patient.

MOTION: *Lyons/Fahy made motion to approve donating \$500 to the Loggerhead Marineline Center for a new sea turtle patient named "Mayor Mort".*

COUNCIL ACTION: *The motion passed 4-0.*

Town Manager Lo Bello made Council aware that the Town could not advocate donations for Loggerhead Marineline Center as this would violate the new ethics law.

12. **ADJOURNMENT – 7:20 PM**
Mayor Haselkorn adjourned the meeting at 7:20 PM

Jason Haselkorn, Mayor

Vanessa M. Mutchnik, Town Clerk