

**Palm Beach County League of Cities, Inc.**  
**BOARD OF DIRECTORS MEETING**  
**Wednesday, August 28, 2013 at 10:00 a.m.**  
**Newcomb Hall at the Riviera Beach Marina**

**MINUTES**

**1. Call To Order, Roll Call, Welcomes, Introductions**

President Scott Maxwell called the meeting to order at 10:07 a.m. Mo Thornton called the roll and a quorum was attained.

**Board members present were:** Scott Maxwell, Steve Wilson, Dawn Pardo, Mo Thornton, Bill Manuel, Jerry Beavers, Bill Thrasher, Allie Biggs (*arrived at 10:16*), Mike Mullaugh, Woodrow Hay, Angeleta Gray (*arrived at 10:15*), Matt Willhite, Keith James, Robert Shalhoub, Gail Coniglio and Todd Wodraska

**Absent were:** David Levy

Past Presidents in attendance: Lisa Tropepe, Isaac Robinson, Jr., David Stewart and Bev Smith.

Also in attendance were Executive Director Richard Radcliffe; League Counsel Trela White, Esq.; Councilmember David Swift, Royal Palm Beach; Chuck Stoddard; Palm Beach County Commissioner on Ethics Pat Archer; Harry Raucher and Rosemary Rayman, Lake Worth Drainage District; Geoff Sluggett, Geoffrey Sluggett & Associates; Manager Dan Clark, Lake Clarke Shores; President Pro Tem Robert Gebbia, North Palm Beach; and League staff Je'Riise Hansen and Katherine Willingham.

**2. Additions, Deletions, and/or Modifications to the Agenda**

None

**3. Consent Agenda**

- a. Minutes of Board Meeting, July 24, 2013**
- b. Financial Reports for July 2013**

**Motion by Matt Willhite and second by Dawn Pardo to approve the consent agenda. Motion carried unanimously.**

**4. Special Presentations**

None

**5. Miscellaneous Business**

**a. Recommendation to re-appoint Wendy Harrison to the Palm Tran Service Board**

Executive Director Richard Radcliffe informed the board that the seat is not a League seat but he is working with the county to make a change in the Service Board's charter to designate the municipal seat be appointed by the League's board. At this point the board can only recommend the re-appointment of Wendy Harrison.

**Motion by Steve Wilson and second by Dawn Pardo to approve the recommendation to the Palm Tran Service Board to re-appoints Wendy Harrison. Motion carries unanimously.**

**b. Executive Director Performance Evaluation**

President Maxwell stated that everyone was given the opportunity to complete an Executive Director Performance Evaluation form. He stated that a number of the evaluations were returned. Executive Director Richard Radcliffe informed the board that the performance evaluation is something that he would like to do on a yearly basis and is looking for direction for the board on how to memorialize it. He went on to say that one thing that came out of response to the evaluations was the request to have a written executive director report. The board will now receive that report as part of their meeting backup.

There was discussion.

**It was the consensus of the board that the Executive Committee will meet prior to the September board meeting to discuss and provide a recommendation to the board regarding the executive director performance evaluation and the process of how the evaluation can be done in the future.**

**c. Town of Jupiter Request for an Amicus Brief**

Executive Director Richard Radcliffe introduced Tom Baird, the attorney for the Town of Jupiter, who explained the reason behind the request. Mr. Baird provided a brief background on the case; the Byrd Family Trust v. the Town of Jupiter. He informed the board that the town is seeking the payment of the town's attorney fees and cost to be paid by the family trust.

There was discussion.

**Motion by Robert Shalhoub, second by Mo Thornton approving the Town of Jupiter's request for an Amicus Brief not to exceed the legal cost of \$5,000.00. If more funding is needed it will be brought back to the board for approval.**

**d. Recommendation to the C-51 Workgroup**

Executive Director Richard Radcliffe reminded the board of the request that the League recommended up to four elected officials to sit on the C-51 Governance and Finance Workgroup. He informed the board that Mike Mullaugh, David Levy and Michael Dahlgren were previously recommended however due to time constraints Michael Dahlgren has removed himself from the Workgroup. Councilman David Swift of Royal Palm Beach has expressed his interest in serving on the workgroup. Councilman Swift informed the board of his expertise in the area and why he wanted to be considered for the recommendation.

**Motion by Bill Manuel and second by Dawn Pardo to approve the recommendation of Royal Palm Beach Councilman David Swift to serve on the C-51 Governance and Finance Workgroup. Motion carried unanimously.**

**5. Committee Reports**

**a. FEMA Flood Map Technical Committee**

Executive Director Richard Radcliffe informed the board that the FEMA Flood Maps were scheduled to be rolled out to the public next week but has been postponed until the spring of

2014, in which he credits the assistance of Ken Todd from the county and the Legislative Delegation in making this possible. He informed the board that the FEMA Flood Map Technical Committee met on Monday and decided to send a letter to FEMA to address the modeling of the maps. Lake Clarke Shores Town Manager Mr. Dan Clark stated that in regards to the modeling of the maps, FEMA provide insight to the committee, informing them of the three different components to the map which are analyzed. Mr. Radcliffe informed the board that the Issues Forum regarding the flood maps has been postponed. However there will be an IPARC meeting held on the same day at Lake Clarke Shores Town Hall.

**b. FEC Task Force**

Executive Director Richard Radcliffe reported that the FEC Task Force, comprised of the technical and policy representatives, met. The group decided that the technical representatives should hold a separate meeting to determine costs of the project and report their projections back to the group. Mr. Radcliffe informed the board that there was a consensus from the task force that FDOT should put up funding, on top of the MPO allowance, due to the unique nature of the project. Mr. Radcliffe stated that he attended a fourth meeting with All Aboard Florida staff and MPO staff and consultants to look for funding sources. He was also able to attend a seminar in Fort Lauderdale about Quiet Zones.

**c. Code Enforcement Task Force**

President Maxwell reported that a group of elected officials took a trip to Daytona Beach to meet with the Board of Directors for the Florida Association of Code Enforcement to begin a dialogue between the policy makers and the code enforcement officers. He stated that the City of West Palm Beach have been studying the efforts and policies being made in Milwaukee to revitalize the community thru code enforcement and bought back some best practices that can be mimicked.

**6. Legal Report**

Attorney Trela White reminded the municipalities that their tentative budget must be posted on their website at least two days before the budget hearing.

Mrs. White reported that the Florida Legislature recently adopted a Statute requiring public record access and retention obligations on all contactors who have contracts with municipalities to provide service.

**7. Executive Director's Report**

Executive Director Richard Radcliffe informed the board that his executive director's report was provided as part as the meeting package and will answer any questions.

**8. Member Comments -**

Lisa Tropepe reminded the board that the FLC Legislative Conference will be held on November 21-22 in Orlando, FL and the FLC Conference will be held in August 2014 in Broward County and encouraged everyone to attend.

Mayor Gail Coniglio thanked the League for their supporting resolution Beach Management Agreement.

Commissioner Ike Robinson congratulated Je'Riise Hansen and Executive Director Richard Radcliffe

on the success for the Palm Beach County League of Cities Youth Delegates that represented the county at the Florida League of Cities Annual Conference in Orlando.

**9 Meetings Announcements**

- a. Board of Directors Meeting, Small Cities Host, Atlantis Country Club... 10 a.m. September 25
- b. General Membership Meeting, Small Cities Host, Atlantis Country Club ....Noon September 25

**10 Adjournment** - The Board adjourned at 11:32 a.m.