

**MINUTES
TOWN OF LAKE CLARKE SHORES
REGULAR TOWN COUNCIL MEETING
SEPTEMBER 18, 2007**

(Immediately Following the Second Public Budget Hearing)

I. (A) CALL TO ORDER, ROLL CALL:

Mayor Malcolm Lewis called the meeting to order at 6:57 p.m.

The following members and officials were present:

Malcolm K. Lewis, Mayor
Tom Mayes, Jr., Vice Mayor
Robert M. W. Shalhoub, Pres. Pro Tem
Valentin Rodriguez, Jr., Council Member
Gregory Freebold, Council Member
Joann Hatton, Town Administrator
Jo Plyler, Town Clerk
William Thrasher, Finance Director
Mary Pinkerman, Permit/License Supervisor
Charles Schoech, Town Attorney
Wes Smith, Chief of Police

The following officials were absent:

Keith Jackson, Town Consulting Engineer

(B) PLEDGE OF ALLEGIANCE:

Mayor Lewis led the assembly in the pledge of allegiance to the American Flag.

II. APPROVAL OF AGENDA:

Motion made by President Pro Tem Shalhoub to approve the agenda, seconded by Council Member Freebold; Motion approved (5-0).

III. CONSENT AGENDA:

A) Approval of Minutes:

a. September 4, 2007 First Public Budget Hearing

- b. September 4, 2007 FRDAP Grant Phase III Application Meeting
- c. September 4, 2007 Town Council Meeting

- B) Approval of Proclamation Declaring November 2007 as “Hospice of Palm Beach County” Month.

- C) Approval of contract with Anderson Telecom, LLC in the amount of \$8,521.50 for Computer and Phone Wiring Installation for the new Town Hall.

- D) Approval of contract with Sound Business Solutions in the amount of \$9,968.00 for Sound System for new Town Hall.

Motion made by Vice Mayor Mayes to approve the Consent Agenda after removing item III. C) Approval of contract with Anderson Telecom, LLC from the agenda, seconded by President Pro Tem Shalhoub; Motion approved (5-0).

IV. PRESENTATIONS:

- A) Jim Tackett, Chairman, 50th Anniversary Committee –

Chairman Tackett presented the Town Council with a 50th Anniversary line item budget. He then gave a brief update on the budget for the various Anniversary events. He also commented on the October 27, 2007 Street Festival.

V. TOWN CONSULTING ENGINEER:

Keith Jackson, SFRN, Inc., was not present for the meeting. The Town Council discussed the costs to the Town for having the Consulting Engineer attend Town Council Meetings. There was also discussion concerning the lack of itemized information on invoices. It was the consensus of the Town Council to have Mr. Jackson attend the October 9, 2007 Council Meeting to discuss this further.

IV. UNFINISHED BUSINESS:

- A) Town Municipal Complex financial payment plan – Financial Director William Thrasher stated that the contract price for construction does not include additional costs such as the security system, equipment and moving expenses. These expenses should also be taken into consideration when compiling the full amount of the Town Municipal Complex. He also noted that, due to additional withdraws, there is no longer enough monies in the Fund Balance to pay off the entire cost of the Municipal Complex. As such, the Town will need to look into obtaining a loan to pay for the construction of the Complex and any additional expenses that may occur. Mr. Thrasher recommended that the Town obtain a 10-year conventional loan in the amount of \$850,000 at an interest rate of approximately 4.25% and an approximate debt service of \$104,000 per year. It would take approximately two to three months to obtain

a loan. In the mean time, another \$500,000 installment will need to be earmarked for David Brooks Enterprises, Inc. **Council Member Rodriguez made a motion to earmark \$500,000 from the Fund Balance to pay future installments; seconded by Council Member Freebold. Motion approved (5-0).**

After further discussion, **President Pro Tem Shalhoub made a motion for Mr. Thrasher to obtain information on an \$850,000 loan and present the information to the Town Council for approval; seconded by Council Member Freebold. Motion approved (5-0).**

VII. NEW BUSINESS:

A) None

VIII. AUDIENCE COMMENTS:

Panna Kulkarni, 8131 West Lake Drive – Asked if the Town will be able to save money even if borrowing money. She was told that the Town would look for the best deal when obtaining a loan.

William Murphy, 1841 Evergreen Drive – Thanked Mr. Thrasher for all work done on the budget. He also commented that the employees deserved to receive the COLA that was included in the approved budget.

Banna Ghioto, 1605 Carissa Road – Asked Ms. Hatton for clarification on information that was included in her Status Report - particularly what the initials “SBA” stand for. Ms. Hatton told her that this was a type of fund that municipalities can contribute to and explained the purpose of the fund.

Fran Eberhardt, 7316 Venetian Way – Questioned the additional \$150,000 moving expenses. Mayor Lewis explained that the original amount was for the construction of the building and that the additional costs would include, among other things, wiring the building for a security system and moving equipment and files.

Ashok Kulkarni, 8131 West Lake Drive – Discussed the Palm Beach Post newspaper article that listed the municipalities that did not follow the state mandated rollback. He also discussed that the Community Park needs to be kept within budget.

IX. TOWN ADMINISTRATOR:

Town Administrator, Joann Hatton, noted that the next Town Council Meeting will be held on October 9, 2007 and that there would only be one Council Meeting in October.

She also asked for clarification on how many times the “Reverse 911” should be used to notify the Town residents of the up coming Street Festival. It was the consensus of the Town Council to call each resident twice prior to the event.

X. REPORTS:

- A) Attorney Charles Schoech referenced his status report dated September 13, 2007, and stated that Mr. Barby has been served with the summons and complaint. It was noted that improvements have been made to the property. Joseph Iagrossi, Building Official, completed an inspection of the property to determine if compliance had been met. Mr. Iagrossi will compile a complete report on the results of his inspection and will give this report to Mr. Schoech.
- B) Chief Smith stated that Police Department personnel patrolled the waterways over the Labor Day weekend and noted citations and arrests that were made. He also noted that Code Enforcement would soon begin the dock inspections.
- C) Town Council:

Council Member Rodriguez stated that he appreciated all of the work and time that Mr. William Thrasher put into the budget. He stated that he would have liked to see the employees receive merit increases, but was glad the employee COLA was kept in the budget.

He also stated that he would not be able to attend the next Town Council Meeting when they will be discussing the issues concerning the Town Engineer. He wanted to note that he would like to have itemized invoices that include, among other things, how much time was spent on each project.

Vice Mayor Mayes stated that staff did a good job with the budget and finding areas for the cutbacks as requested by Town Council.

He also discussed the need for the budget for Lake Clarke Shores Community Park to be followed to keep from over runs. The Town Council then discussed the FRDAP grant, how much of the Town’s money it will take to complete the park and stressed the importance of controlling park expenses.

Vice Mayor Mayes asked Mr. Thrasher to help Mr. Murphy set up a budget on the Community Park.

President Pro Tem Shalhoub requested an overview of the balance remaining in the fund balance, a list of payments already approved that are scheduled to come out of the fund and what the remaining fund balance will be. He stated that he would like for the park budget formatted the same way as the Town budget.

He also discussed the 50th Anniversary Street Festival volunteer meeting, the use of “Reverse 911” to notify residents of the up coming event, and noted that the street signs with festival information should be located throughout the Town.

He questioned who authorizes the change orders associated with the Municipal Complex construction and how the Town Council is kept aware of these changes. Ms. Hatton stated that she approved one change order for the panic bar hardware for the exit door after Mr. Joe Iagrossi, Building Official, stated that Palm Beach County Fire/Rescue required a different type of hardware to pass fire codes. This change was for less than one thousand dollars. Mayor Lewis noted that the Town Council is provided with the “Building Progress Meeting” minutes and that these minutes reflect the changes, if any, that are made during that meeting.

Council Member Freebold stated that he already has some community service volunteers lined up and is waiting for the “hold harmless” agreements to be provided/approved by Attorney Schoech.

He also discussed the Bass Fishing Tournament sponsors, donations and number of participants already registered for the tournament.

Mayor Lewis stated that he was glad to be back from his vacation.

XI. ADJOURNMENT:

President Pro Tem Shalhoub made a motion to adjourn the meeting at 8:55 p.m.; seconded by Vice Mayor Mayes; Motion approved (5-0).

Malcolm K. Lewis, Mayor

Mary Pinkerman, Permit/License Supervisor