



# TOWN COUNCIL MEETING MINUTES

November 13, 2024 at 5:30 PM

Council Chambers – 340 Ocean Drive and YouTube

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PRESENT: PEGGY WHEELER, MAYOR  
DD HALPERN, VICE MAYOR  
MARIANNE HOSTA, VICE MAYOR PRO TEM  
JACOB ROSENGARTEN, COUNCILMEMBER  
DIANA DAVIS, COUNCILMEMBER

ALSO PRESENT: CAITLIN E. COPELAND-RODRIGUEZ, ACTING TOWN MANAGER  
LEONARD RUBIN, TOWN ATTORNEY  
EMILY ALVES, FINANCE DIRECTOR  
ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER  
STEVEN J. HALLOCK, DIRECTOR OF PUBLIC WORKS  
STEPHEN MAYER, PRINCIPAL PLANNER  
ISABELLA HICKEY, SENIOR PLANNER  
FIORELLA VERDECIA, ADMINISTRATIVE SECRETARY

AUDIENCE: 16

**CALL TO ORDER – 5:30PM**

**PLEDGE ALLEGIANCE TO THE FLAG**

**ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA**

*Town Clerk Copeland announced that Items #12 & #13 will be postponed until the December 17<sup>th</sup> Town Council meeting but requested that Council send staff any questions they have on those items.*

*Council gave unanimous consensus to move Consent Agenda Item #2 to the December 17<sup>th</sup> Town Council Meeting; and to move Item #11 up to #5A.*

**COMMENTS FROM THE TOWN MANAGER, THE TOWN ATTORNEY, AND STAFF**

*Council gave unanimous consensus to hold a Special Town Council Meeting on December 6<sup>th</sup> at 10AM to select the Town Manager.*

***MOTION:** Davis/Halpern made a motion to utilize the funds designated for the backyard patio to rebuild the north Gazebo and enter into an agreement with the Botkin-Parssi engineering firm.*

***ACTION:** The motion passed unanimously.*

*Council gave unanimous consensus to not move forward with a new dais but to have staff bring back options; and to add a Discussion item to the end of the agenda as Item #11B for the Audit Oversight Committee's inquiries.*

## **COMMENTS FROM THE PUBLIC**

*All Non-Agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Town Council). Town Council will not discuss these items at this time.*

*Public Comments Opened at 6:05 pm.*

*Public Comments Closed at 6:14 pm.*

## **CONSENT AGENDA**

1. Town Council Meeting Minutes - October 23, 2024
2. Approval of Revised Town Manager Job Description
3. ACFR Award for Fiscal Year 2023 from the GFOA
4. Extra Duty Solutions Agreement Addendum
5. Year to Date (YTD) Financial Statements

***MOTION:** Davis/Halpern made a motion to approve the consent agenda as amended.*

***ACTION:** The motion passed unanimously.*

## **COUNCIL ACTION/DISCUSSION ITEMS**

- 5A. Special Event Request – Wedding Ceremony at Juno Beach Access 5  
(Originally Item #11)

***MOTION:** Hosta/Rosengarten made a motion to approve the request for the special event proposed in Juno Beach as stated above, subject to the applicant being responsible for the application process for special events and all conditions and requirements following said application, including any additional agency, and department reviews/approvals/fees, including a condition for a member of Town staff to inspect the area prior to and after the ceremony.*

***ACTION:** The motion passed 3-2 with Vice Mayor Halpern and Councilmember Davis opposed.*

6. Discussion on Captain's Key Future Land Use Map Amendment and Rezoning

***MOTION:** Davis made a motion to proceed with Scenario 4, creating a new zoning district.*

***ACTION:** The motion failed for lack of a second.*

*Council gave consensus to proceed with Scenario 3 as outlined in the staff memorandum.*

7. Town Council Meeting Minutes - September 25, 2024

**MOTION:** Halpern/Rosengarten made a motion to approve the September 25, 2024 Town Council Meeting Minutes.

**ACTION:** The motion passed unanimously.

8. Donald Ross Dune Walkover Renovation (FRDAP grant)

**MOTION:** Davis/Hosta made a motion to enter into the following agreements for engineering and surveying services with funding from the One Cent Surtax: Isiminger & Stubbs Engineering, Inc. in the amount of \$19,000 for engineering design services and not to exceed \$7,000 for construction oversight observation services; Simmons & White Civil & Traffic Engineering in the amount of \$17,500 for engineering design services and not to exceed \$5,000 for construction oversight observation services; R.L. Vaught & Associates, Inc. for topographical survey information not to exceed \$4,800; and to authorize the Town Manager to execute each of these agreements.

**ACTION:** The motion passed 4-1 with Vice Mayor Halpern opposed.

9. Resolution 2024-19 (Adoption of Code of Conduct for Members of the Town Council)

Vice Mayor Halpern, Councilmember Rosengarten, and Councilmember Davis gave consensus to proceed with Councilmember Rosengarten's proposed Goal Statement; and to incorporate Councilmember Rosengarten's proposed language for Section B(2).

Council gave unanimous consensus to have staff come back with enforcement options as a discussion at the next meeting.; and to include the term "staff" in Section B(2).

Mayor Wheeler, Vice Mayor Halpern, and Councilmember Rosengarten gave consensus to strike "without the use of the Councilmember's official title" from Section B(3).

10. Resolution 2024-21 (Amending the Public Participation Rules and Policies and General Meeting Procedures to adopt Rules of Decorum)

**MOTION:** Davis/Halpern made a motion to approve Resolution No. 2024-21 – Amending the Public Participation Rules and Policies and General Meeting Procedures to adopt Rules of Decorum as amended with the Resolution specifically identifying Council meetings as a limited public form and the procedures allowing public comments to be reopened.

**ACTION:** The motion passed unanimously.

11B. Audit Oversight Committee Discussion.

Council gave unanimous consensus to have the report deadline scheduled for April 2025; have staff proceed with getting a quote from the current auditor; and to have the Audit Oversight Committee remain status quo with the agenda procedures.

~~12. Discussion on Traffic Concerns (U.S. Highway One and Donald Ross Road)~~

~~13. Appearance Review Board (ARB) Criteria~~

**COMMENTS FROM THE COUNCIL**

*Council gave unanimous consensus to have a discussion at the January meeting on the reimbursement request from Ocean Trace regarding the Universe Boulevard Drainage Project.*

**ADJOURNMENT**

Mayor Wheeler adjourned the meeting at 9:48pm.

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Peggy Wheeler, Mayor

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Fiorella Verdecia, Administrative Secretary

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