



# TOWN COUNCIL MEETING MINUTES

February 28, 2024 at 5:30 PM

Council Chambers – 340 Ocean Drive and YouTube

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

ALSO PRESENT: DAVID DYESS, TOWN MANAGER  
LEONARD RUBIN, TOWN ATTORNEY  
MICHAEL VENTURA, FINANCE DIRECTOR  
ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER  
FRANK DAVILA, DIRECTOR OF PLANNING & ZONING  
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK

AUDIENCE: 40

**CALL TO ORDER – 5:30PM**

**PLEDGE ALLEGIANCE TO THE FLAG**

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

*Council gave consensus to move Item #2 to the April meeting as the Palm Beach County Environmental Resource Management representative was unable to attend today's meeting; and move Item#24 up to Item #18A and Item #23 up to Item #18B.*

## PRESENTATIONS

1. Robert Espinosa – Ceremonial Promotion to Sergeant
2. ~~Palm Beach County Environment Resource Management – Beach Erosion~~
3. Capital Improvement Project Update (*See attached plans for Ocean Drive and Celestial Way.*)  
*Council gave unanimous consensus to have staff reach out to The Waterford to inquire about a wider sidewalk.*

**COMMENTS FROM THE TOWN MANAGER, THE TOWN ATTORNEY, AND STAFF - None**

## 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. Comments needing a reply will be referred to Staff for research; a report will be forwarded to the Town Council; and citizens will be contacted.*

Public Comments Opened 5:56pm.

Public Comments Closed 6:14pm.

## CONSENT AGENDA

4. Town Council Meeting Minutes for January 24, 2024
5. Special Town Council Meeting Minutes for February 16, 2024
6. Proclamation – Florida Bicycle Month - March 2024
7. Proclamation – National Eating Disorders Awareness Week 2024
8. Proclamation – Problem Gambling Awareness Month
9. Special Event Request - Aloha Surf Camp
10. Special Event Request - Bike MS: Breakaway to the Palm Beaches 2024
11. Special Event Request –Holy Spirit Lutheran Church Easter Pier Service
12. Special Event Request – Oceanview United Methodist Church Easter Service
13. Special Event Request – Run 4 the Sea
14. Year to Date (YTD) Financial Statements

***MOTION:*** *Wheeler/Halpern made a motion to approve the consent agenda.*

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

## COUNCIL ACTION/DISCUSSION ITEMS (A Public Comment Period was provided for each item below.)

15. 2023 Annual Comprehensive Financial Report *(See attached presentation.)*

***MOTION:*** *Halpern/Wheeler made a motion to accept the Annual Comprehensive Financial Report as amended to include a footnote on the Captain's Key annexation.*

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

16. Ocean Ridge Way and Atlantic Boulevard sidewalk and pedestrian path improvement *(See attached presentation.)*

*Vice Mayor Wheeler recused herself from this item (see attached).*

***MOTION:*** *Halpern/Hosta made a motion to direct staff to proceed with Alternative #3 (incorporates a sidewalk from Town Hall Park to the corner of Ocean Drive and Atlantic Boulevard with a crosswalk at the intersection, a new sidewalk on the north side of Atlantic Boulevard and a "D" curve. The stripped pedestrian path is fully located on the north side of Ocean Ridge Way and Atlantic Boulevard. Furthermore, the Town's Engineer is proposing additional signage, and stripping) with the condition of drainage improvements being made to the north side of Atlantic Boulevard to address removal of the swale.*

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

17. 844 Oceanside Drive- Building Permit Extension Request

*Vice Mayor Wheeler recused herself from this item (see attached).*

***MOTION:*** *Rosengarten/Halpern made a motion to approve the request to extend the building permit for 844 Oceanside Drive until June 1, 2024.*

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

18. Caretta Plat

***MOTION:*** *Halpern/Hosta made a motion to approve Resolution No. 2024-01 - the proposed re-subdivision plat for the Caretta project.*

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

18A. Discussion on Donations, Foundations, and Organizations

*Council gave unanimous consensus to have staff prepare a Resolution for existing Town sponsored organizations and create guidelines for future organizations.*

18B. Discussion Item – January and February Planning and Zoning Board Meeting Recommendations

*Mayor Cooke, Councilmember Halpern, and Councilmember Rosengarten gave consensus to have staff draft language on changing the code to restrict only having enclosed tower features on structure with adjacent flat roofs, with restrictions on window height and size.*

*Council gave unanimous consensus to have staff propose a definition for Artificial Turf based on the Town of Palm Beach's definition and incorporating verbiage requiring it resemble natural sod.*

*Council gave unanimous consensus to get a ballpark figure from the traffic engineer on conducting a townwide parking study and to look into the revisions of the current multi-family and guest spot requirements.*

19. Resolution 2024-03; Purchasing policies and procedures

*Council gave unanimous consensus to have staff incorporate all the discussed amendments to the proposed policy and bring back to the next meeting.*

*Council gave unanimous consensus to move Item #22 up to Item #20.*

20. Ordinance 784 (Modifying the Procedures for Appointment of Planning and Zoning Board Members) (First Reading)

***MOTION:*** *Halpern/Hosta made a motion to approve Ordinance No. 784 on first reading.*

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

*Council gave unanimous consensus to have staff prepare a ballot option for the selection of Planning & Zoning Board members to bring to the next meeting.*

21. Ordinance No. 782 – Implementation of Live Local Act (“First Reading”)

***MOTION:** Halpern/Wheeler made a motion to approve Ordinance No. 782 on first reading as amended.*

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

22. Ordinance No. 783 – Construction Site Standards (First Reading)

*Council gave unanimous consensus to postpone this item until the next meeting.*

#### **COMMENTS FROM THE COUNCIL**

*Council gave unanimous consensus to have staff reach out to Palm Beach County for proposed options for a crosswalk on Ocean Drive from Atlantic Boulevard and bring back to the Council for review.*

#### **ADJOURNMENT**

Mayor Cooke adjourned the meeting at 9:45pm.

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Alexander Cooke, Mayor

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Caitlin E. Copeland-Rodriguez, Town Clerk