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VILLAGE OF GOLF Council Meeting Minutes

Date: July 16, 2014
Time: 9:02 a.m.
Location: Council Chambers, Village Hall

1. Call to Order:

Vice Mayor Duane called the meeting to order on the above date and time in the Village Hall Council Chambers located at Village Hall, 21 Country Road, Village of Golf, Florida.

Pledge of Allegiance:

Vice Mayor Duane led the Pledge of Allegiance.

Roll Call:

Present were: Vice Mayor Duane, Council Members Windle and Buchanan. Also present were Village Manager Hannah, Village Attorney Biggs, Village Accountant Galeano, Village Clerk Lynn and other interested residents. Mayor Lynch and Council Member Botos participated by phone.

2. Additions/Deletions/Reordering

The following changes to the agenda were made. With the reordering to start after the Proclamation, Reordering becomes number 4, Consent Agenda is moved from number 4 to number 5, Old Business is moved from number 5 to number 6, New Business is moved from number 6 to number 7, Public Participation is moved from number 7 to number 8, Attorney's Report is moved from number 8 to number 9, Manager's Report moved from number 9 to number 10 and Adjournment moved from number 10 to number 11.

4G (Invitation to Bid No. ITB001-14-01) was moved from the Consent Agenda to New Business (7A);

6C (Adjustment Request-Valashinas) was moved to Reordering (4A);

6B (Site Plan Approval for 8 Par Club Circle was moved to Reordering (4B);

6E (Ordinance No. 105) was moved to Reordering (4C).

Linear Park to be added to Old Business 6B

Water Policy to be added to New Business 7F

Action: Motion was made by Mayor Lynch, seconded by Council Member Buchanan to amend the Agenda as outlined. Motion unanimously carried.

Voice Vote Showed:
AYES - 5
NAYS - 0

3. Proclamation

a. Florida Water Professional's Month

Vice Mayor Duane declared August Florida Water Professional's Month.

4. Reordering

a. Adjustment Request for Water and Sewer Service Bill; at 4705 Sabal Palm Drive.

Mr. and Mrs. Valashinas explained the reason for their request and answered Council's questions. Utilities Superintendent Lisle explained that due to the customer's water leak, issues with the aging meter and the misreading of the meter, it was replaced. The Manager explained staff has no power to resolve many issues, including crediting of fees which is why the item was brought before Council. She also asked Council for future direction on the Water and Sewer Policy.

Action: Motion was made by Mayor Lynch, seconded by Council Member Windle to credit the customer of overage charges and only charge the base facility charge of \$218.40. Motion unanimously carried.

Voice Vote Shown:
AYES - 5
NAYS - 0

b. Approved Site Plan for 8 Par Club Circle; for the addition of a garage, covered patio and breezeway.

The Village Manager provided an overview of the proposed structure. The plan meets all Floor Area Ratio requirements as well as side and front setbacks. Manager Hannah presented Council the site plan for their review.

Action: Motion was made by Council Member Windle, seconded by Council Member Buchanan to approve the site plan as presented. Motion unanimously carried.

Voice Vote Shown:
AYES - 5
NAYS - 0

c. Approval of Ordinance No. 105; An Ordinance of the Village Of Golf, Florida, amending the Village Land Development Code Adopted by Ordinance No. 86, as amended by Ordinances No. 94, 103 & 104, at Section 1.05 Definitions. By adopting an entirely new definition numbered as 219.1 entitled "Place Of Assembly" to define a new permitted Special Exception Use within the Limited Commercial Zoning District; amending Section 3.04 Limited Commercial by repealing Subparagraph 2 of Sub-Section A Uses Permitted and readopting it to provide for one (1) additional special exception use of "Place Of Assembly (150 Seats Or Less)" in the Limited Commercial District; providing that each and every other section and subsection of Ordinance No. 86, as amended by Ordinances No. 94, 103 And 104 shall remain in full force and effect as previously adopted; providing for a severability clause; and providing for an effective date.

Attorney Biggs read the Ordinance by title only. Manager Hannah introduced Mr. Steven Kirshner, Treasurer of Generation to Generation to Council. Mr. Kirshner explained the needs of their organization and asked if they could use the space for administrative purposes until passage, on second reading, of this Ordinance. He also stated that the assembly meetings they would be holding would be once a month and more than likely held on Friday evenings. The Manager explained that the Business Tax Receipt could be issued for that purpose after fire and building inspections. As Council is making a "Special Exception" to the Ordinance, Council may set conditions for any and all impacts to the Plaza. After Council discussion, the number of seats was lowered to "75 seats or less" as it might lessen the impact on parking for the Plazas other tenants.

Action: Motion was made by Mayor Lynch, seconded by Council Member Windle to approve Ordinance No. 105 with a reduction of seats from 150 seats or less to 75 seats or less. Motion unanimously carried.

Voice Vote Shown:
AYES - 5
NAYS - 0

5. Consent Agenda

a. Approval of the May 21, 2014 Meeting Minutes.

b. Receive and File: Statement of Revenue and Expenditures for the Fiscal Period Ended May 31, 2014 and June 30, 2014.

c. Approval of Agreement with Beatrice Galeano-Year: for Financial Services.

d. Approval of Agreement with Hy-Byrd, Inc.: for Building Official Inspection Services.

e. Approval of Agreement with Florida Landscape Design Inc.: for Landscape Plan Review Services.

f. Approval of Interlocal Agreement with Palm Beach County: for participation in the Urban County Program for FY 2015-2017.

h. Approval of Piggy-Back Contract for Disaster Recovery/Debris Management Service with Bergeron Emergency Services, Inc.: under the Solid Waste Authority's RFP13-240/MRK.

- i. **Approval of Piggy-Back Contract with Witt O'Briens Response Management, Inc.;** for debris monitoring services under the City of Plantation's Master Services Agreement.
- j. **Approve Ratification of Previously Allocated Funding of \$50,000 For Gravity Sewer Main TV Inspection:** with Hinterland Group, Inc. through Piggy-Back of Palm Beach County Continuing Contract for Wastewater Gravity Lines & Manhole Rehabilitation Bid No. WUD12-063.

Following a discussion, consensus was reached to approve the agreements with additional verbiage added regarding liability and workers compensation insurance certificates, independent contractor and indemnity/hold harmless information. Mayor Lynch asked for standardized contracts to be created in the future. All other Consent Agenda items were approved as presented.

Action: Motion was made by Mayor Lynch, seconded by Council Member Buchanan and unanimously carried to approve the Consent Agenda with all of the above-listed changes. Voice Vote Shown:
AYES - 5
NAYS - 0

6. Old Business

a. Approval of Ordinance No. 104; an Ordinance of the Village Council of the Village of Golf, Florida, repealing its existing flood protection and control regulations at sections 11.01 through 11.30 of Ordinance No. 86, as amended by Ordinance No. 103, and adopting an entirely new Ordinance to be entitled "Floodplain Management Ordinance of the Village of Golf" in order to designate a floodplain administrator, adopt procedures and criteria for development in flood hazard areas and for other purposes; providing for coordination of the floodplain regulations with the Florida building code in addition to consistency with the National Flood Insurance Program (NFIP); providing a conflicts clause, a severability clause and authority to codify; and providing an effective date.

This was the second and final reading of Ordinance No. 104. Attorney Biggs read the Ordinance by title only and explained Ordinance 104 will be provided to Floodplain Management, Florida Division of Emergency Management and Florida Building Code before the Village can apply for the National Flood Insurance Program.

Action: Motion was made by Council Member Buchanan, seconded by Council Member Windle and unanimously carried to approve Ordinance No. 104. Voice Vote Shown:
AYES - 5
NAYS - 0

b. Linear Park

Although Linear Park was added to the Agenda in the Additions/Deletions/Reordering portion of the meeting, Council had no discussion or action on item.

Action: n/a Voice Vote Shown:
AYES - 0
NAYS - 0

7. New Business

a. APPROVE INVITATION TO BID NO. ITB001-14-01: LANDSCAPE MAINTENANCE SERVICES – VILLAGE PARKS, GOLF ROAD, PERIMETER HEDGE AND VILLAGE ENTRANCE AWARD TO GUARDIAN MAINTENANCE INC. in an amount not to exceed \$287,000:

Manager Hannah gave an overall recap on work that has been ongoing since the beginning of the year and how the bid was developed and re-issued. She thanked our volunteer consultant CCF Superintendent Jeff Klontz for all his help in developing the solicitation (Golf Course Superintendent Klontz reiterated that the Bid is not just for the parks but for all Grounds Maintenance needs of the Village).

Action: Motion was made by Mayor Lynch, seconded by Council Member Windle and unanimously carried to postpone the award until the next Council Meeting. Voice Vote Shown:
AYES - 5
NAYS - 0

b. Adopted Tentative Maximum Millage Rate of 9.8293 and Establish First and Second Public Hearing Dates: to Adopt the Final Operating Ad Valorem Millage Rate and Budget for FY 2014-2015.

Staff prepared the operating budget with a 9.8293 maximum millage rate to be fiscally prudent without using fund balance. The Utilities budget was prepared based on the proposed capital improvement plan developed as part of the

Utility Rate Analysis project. The millage could be reduced at the first public hearing date. A work session could be scheduled in August to determine what direction Council wishes to take the Village.

Action: Motions were made by Council Member Windle, seconded by Council Member Buchanan to adopt a 7.7500 Millage Rate. Council also established the first and second public hearing dates of Tuesday, September 9, 2014 and Wednesday, September 24, 2014 at 5:01 p.m. Motion unanimously carried. **Voice Vote Shown:**
AYES - 5
NAYS - 0

Work Session Date:

Manager Hannah asked Council if they could pick a date for a work session to discuss the Landscape Maintenance Contract and the Budget for Fiscal Year 2014-2015. Wednesday, August 27, 2014 at 3:00 p.m. was selected. Council also requested that both Superintendents Klontz and Lisle be in attendance.

Mr. Windle suggested that there be an informal meeting with the Homeowners Association, himself on behalf of Council, Superintendent Klontz, Superintendent Lisle and Manager Hannah to discuss the Landscape Bid. The Village Manager will schedule accordingly.

c. Approved up to \$112,000 in Additional Expenditures; for Certain Park Improvements and Maintenance Fees within Grounds Maintenance.

An additional \$112,000 was needed to keep Guardian Maintenance Inc. contracted through the end of FY 2013-2014 as well as \$12,000 for sod at Park S, \$5,000 to irrigate Park Q and \$30,000 to landscape Park F. Council put on hold the park projects and amended the amount requested of up to \$64,000 for continued monthly maintenance with Guardian.

Action: Motion was made by Mayor Lynch, seconded by Council Member Buchanan to approve the additional expenditure of up to \$64,000 to engage Guardian Maintenance Services through the end of the fiscal year. **Voice Vote Shown:**
AYES - 5
NAYS - 0

Lafferty Proposal

Manager Hannah asked Council for direction on a request made by Mr. Lafferty pertaining to the slope area on the Lafferty Property abutting Park S. Mr. Rick Mouw, of Mouw Associates explained that Mr. Lafferty was willing to donate the fill if Council would grant an easement of 6 to 10 feet to allow fill to be used to build the slope on his property. He also stated that Mr. Lafferty would provide, within a week, the Village with a proposal acceptance letter stating that he would slope, grade, sod, irrigate and maintain the slope, to the bottom, at his expense, and that he has no claim for future ownership. Attorney Biggs explained to Council that with recording of the easement those future owners would have a recorded document of what was agreed too. Mr. Mouw asked to be allowed to start work immediately.

Action: Motion was made by Mayor Lynch, seconded by Council Member Botos authorizing staff to work with Mr. Lafferty to come up with the proper easement to protect the Village and to accomplish what Mr. Lafferty wants. Motion unanimously carried. **Voice Vote Shown:**
AYES - 5
NAYS - 0

f. Water Policy

Although the Water Policy was placed on the Agenda under Additions/Deletions/Reordering, Council had no discussion or actions on this topic.

Action: n/a **Voice Vote Shown:**
AYES - 0
NAYS - 0

8. Public Participation

n/a

9. Attorney's Report

Waived

10. Manager's Report

Manager Hannah asked: If anyone on Council is interested in signing up for the Florida League of Cities Policy Committee or attend the League of Cities conference. Having no interest expressed by Council, the Village Manager then provided a history on the creation or lack thereof for the Hap Fuller Fund. She stated a separate account has now been opened with the bank which will keep donations segregated for future park beautification projects. Mrs. Ladner is working with a landscaper to design a better landscaping plan for the property. TBR Holdings has not started the infrastructure, on what is known as "Raborn Farms", due to continuing issues with Lake Worth Drainage District.

11. Adjournment

Action: Motion was made by Council Member Buchanan, seconded by Council Member Windle and unanimously carried to adjourn the meeting at 11:22 a.m.

Voice Vote Showed:
AYES - 5
NAYS - 0

Respectfully submitted,

Donn M. Lynn
Village Clerk