

Agenda Item No. C - 1

VILLAGE OF ROYAL PALM BEACH
Agenda Item Summary

AGENDA ITEM: Approval of the minutes of the Council Regular Meeting of October 16, 2025.

ISSUE: It is necessary for Village Council to approve all Village Council meeting minutes.

RECOMMENDED ACTION: Motion to Approve

Initiator	Village Manager Approval	Agenda Date	Village Council Action
Village Clerk		11/20/25	

**VILLAGE OF ROYAL PALM BEACH
MINUTES OF COUNCIL REGULAR MEETING
VILLAGE COUNCIL CHAMBERS
THURSDAY, OCTOBER 16, 2025
6:30 P.M.**

Ways to Participate

- In Person: Public may participate in person at the Village Council Chambers, 1050 Royal Palm Beach Boulevard, Royal Palm Beach, FL 33411.
- Computer, Tablet, Smartphone: Public may participate remotely by joining GoToWebinar from your computer, tablet or smartphone via www.royalpalmbeachfl.gov/webmeetings.
- Telephone: Public may listen only via phone remotely by dialing United States +1 (631) 992-3221, Webinar ID: 306-902-163, Access Code: 411-668-198.

PLEDGE OF ALLEGIANCE

Eagle Scout Troop #111 presented the colors and lead in the Pledge of Allegiance.

ROLL CALL

Mayor Jeff Hmara
Vice Mayor Richard Valuntas
Councilwoman Jan Rodusky
Councilman Adam Miller
Councilwoman Sylvia Sharps

All members of the Council were present along with the Village Manager, Village Attorney (Mitty Barnard) and the Village Clerk.

REPORTS

Councilwoman Rodusky attended the Recreation Advisory Board meeting on September 15th, where the Facilities Manager reported on numerous upcoming events through the end of the year, including a Friday night tribute band performance featuring the music of *Foreigner*. The next Recreation Advisory Board meeting will be held on Monday, October 20th, during which the Senior Program Coordinator will provide an update on all senior programs. She also reported that the Literacy Coalition is celebrating 20 years of its “Read for the Record” initiative. This year’s featured book is *See Marcus Grow*, and Councilwoman Rodusky shared highlights from a meeting with the author, Marcus Bridgewater. To commemorate the 20th anniversary, a 20-week celebration will take place, concluding on February 26, 2026. Additionally, she announced that the Florida League of Cities will hold the second of three policy meetings, where she serves on the Utilities, Natural Resources, and Public Works Committee. Six possible policy and priority options will be discussed during that session. Councilwoman Rodusky announced that she has been appointed to the Federal Action Strike Team, with the first meeting scheduled for December. Lastly, she attended the ribbon-cutting ceremony for the new apartment complex, Atlantico at Royal Palm Beach, and extended a warm welcome to the new residents.

Councilman Miller attended the Rock N Fall Festival, and extended his thanks to the Parks and Recreation Department for organizing an excellent community event. On October 4th, he joined the Mayor and Village Manager in participating in a Palm Beach County Fire Fighter event. He also attended Literacy Night at Royal Palm Beach Elementary School on October 8th and provided an update on the activities there. Councilman Miller announced that the first Green Market of the season was held on October 11th. For his AI Tip of the Month, Councilman Miller discussed the importance of clarity in zoning amendments. He suggested that including a concise summary within the amendment can help residents better understand the main changes and their impacts.

Councilwoman Sharps reported on the recent Young at Heart luncheon and the Palm Beach County Sheriff's Office National Night Out event held at Commons Park. She noted that she would be unable to attend the Florida League of Cities meeting scheduled for tomorrow but had sent an email to the Intergovernmental Board, where she serves as a member, regarding the need for insurance requirements for electric skateboards and bicycles. She also announced that Ethics Training will be held on October 31, 2025, in Lake Worth Beach.

Mayor Hmara reported on the Countywide Transportation Master Plan, an initiative aimed at planning for the future development of transportation options. He explained that the Intergovernmental Coordination Program consists of three separate organizations: the Executive Committee, the Issues Forum, and IPARC. Mayor Hmara noted that only one member of Council may hold a position within the program, and that he currently serves on the Executive Committee and Councilwoman Rodusky currently serves on the Issues Forum of IPARC. He requested consideration to be appointed as the Council's representative to the Issues Forum of IPARC. It was the consensus of Council to add this appointment to the agenda. Councilwoman Rodusky made a motion to appoint Mayor Hmara as the Village representative for the Issues Forum of IPARC and to appoint Councilwoman Rodusky as the alternate for same; seconded by Councilman Miller. Mayor Hmara put the motion to a vote and it passed unanimously.

Mayor Hmara reported on the recent Education Advisory Board meeting and recognized a member of the Youth Leadership Program who was in attendance tonight. He noted that 32 members of the Youth Leadership Program attended the Education Advisory Board meeting. Dr. Robinson, Principal of Royal Palm Beach High School, proudly announced that the school's rating had improved to a "B" and shared information about several new programs now available to students. Mayor Hmara also provided an update from the Florida League of Cities Legislative Priorities Committee meeting, where he serves as a member of the Taxation and Finance Committee. Discussions at the meeting included the potential reduction or elimination of property taxes. Additionally, Mayor Hmara shared that he received a letter from a resident commending the Code Enforcement Department for their excellent service. He recognized Code Enforcement Inspector Andrew Armienti for his exceptional work.

PETITIONS – None

STATEMENTS FROM THE PUBLIC ON NON AGENDA ITEMS OR CONSENT AGENDA ITEMS

Robert Stack, 1111 Suwanee Drive, West Palm Beach and representing T-Mobile located at 280 South State Road 7, Unit 200. Mr. Robert Stack reported that October 25th is First Responders Appreciation Day. In recognition of this occasion, T-Mobile will be hosting an event to show appreciation for first responders. The event will take place inside the T-Mobile building, and extended an invitation to all to attend. Cecile Pereira, of T-Mobile was also present.

CONSENT AGENDA

The Village Clerk read into the record the Consent Agenda as follows:

- 1. Approval of the minutes of the First Public Budget Hearing of September 11, 2025, Final Public Budget Hearing of September 18, 2025 and Council Regular Meeting of September 18, 2025. (Village Clerk)**
- 2. Approval and authorization for the Village Manager to execute the “Sixth Addendum to Food and Beverage Services Agreement” between the Village and Seeds Café, LLC to provide for the fourth and final (1) year renewal term beginning October 1, 2025 and ending September 30, 2026. (Director of Parks & Recreation)**
- 3. Adoption of Resolution No. 25-32, a resolution of the Village Council of the Village of Royal Palm Beach, Florida providing for the approval and authorization for Palm Beach County Fire Rescue to display the Village Seal on the Fire Rescue Apparatus assigned to the Village of Royal Palm Beach; further providing that this use is for a proper civic purpose; providing an effective date; and for other purposes. (Village Manager)**
- 4. Approval of a special event permit for Mission BBQ Company to hold a “Veterans Day Celebration” honoring our local heroes: PBC Sheriff’s Office, PBC Fire and Rescue; and Active Duty Military and Veterans” at a Mission BBQ Restaurant located at 11929 Southern Boulevard. The event will take place during business hours on November 11, 2025. (Director of P & Z)**
- 5. Approval of a special event permit for H.L. Johnson Elementary School, School District of Palm Beach County, to hold a winter concert at Commons Park Amphitheater stage at 11600 Poinciana Boulevard on December 9, 2025 from 5:00 p.m. until 8:00 p.m. and December 11, 2025 from 5:00 p.m. until 8:00 p.m. (Director of P & Z)**

6. **Approval of a special event permit for Our Lady Queen of the Apostles Catholic Church to hold a Christmas Village and Festival at 100 Crestwood Boulevard on December 5, 6, 12, & 13, 2025 from 4:00 p.m. until 11:00 p.m. and December 7 & 14, 2025 from 4:00 p.m. until 10:00 p.m. (Director of P & Z)**
7. **Approval and authorization to renew Naviline Enterprise Resource Planning (ERP) software (Including AnalyticsNow) annual licensing and support agreement with Superion Public Sector, Inc. in the amount of \$72,070.74. (Director of Information Systems)**
8. **Adoption of Resolution No. 25-33, a resolution of the Village Council of the Village of Royal Palm Beach, Florida, authorizing the Village to enter into a “Local Agency Program Agreement” with the Florida Department of Transportation concerning the grant of federal funds for the construction of sidewalk connections for existing sidewalks to the edge of pavement along with replacing Non-ADA curb ramps and updating pavement markings at various locations throughout the Village of Royal Palm Beach; providing authorization for the Mayor to execute the agreement; providing an effective date; and for other purposes. (Village Engineer)**
9. **Adoption of Resolution No. 25-34, a resolution of the Village Council of the Village of Royal Palm Beach, Florida, authorizing the Village to enter into a “Local Agency Program Agreement” with the Florida Department of Transportation concerning the grant of federal funds for the construction of kiosks with maps along with shelters featuring bicyclist and pedestrian amenities at various locations throughout the Village of Royal Palm Beach; providing authorization for the Mayor to execute the agreement; providing an effective date; and for other purposes. (Village Engineer)**
10. **Adoption of Resolution No. 25-38, a resolution of the Village Council of the Village of Royal Palm Beach, Florida, declaring certain personal property owned by the Village to be either surplus to its needs and sold at a publicly-noticed sale or determined to be obsolete, non-serviceable, or beyond economic repair pursuant to and in accordance with the provisions and requirements of Section 2-3 of the Village Code, and authorizing the Village to remove such surplus property when sold or disposed of from the fixed assets of the Village and rescinding the prior declaration for Asset# 4256 and allowing for retention of this asset. (Director of Finance)**
11. **Approval and authorization for the Village Manager to execute the First Addendum to General Planning and Development Review Services Agreement to extend the Agreement with Urbana, LLC for the first of two available one-year renewal terms, beginning November 23, 2025 and ending November 22, 2026. (Director of P & Z)**

12. Approval and authorization for the Mayor to sign the “Co-Location Agreement” between the Village of Royal Palm Beach and Cellco Partnership d/b/a Verizon Wireless regarding the cell tower site at 1050 Royal Palm Beach Boulevard. (Director of Finance)

Councilwoman Rodusky pulled Item Nos. 8 and 9 for discussion.

Councilwoman Sharps made a motion to approve the Consent Agenda less Item Nos. 8 and 9; seconded by Vice Mayor Valuntas. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

Councilwoman Rodusky recognized the grant amounts received from the Florida Department of Transportation (FDOT). The Village Manager referred to Item No. 8, reporting that the project totals \$840,000, with \$700,000 in grant funding received. He too referred to the Wayfinding Project Item No. 9, stating it is a \$1.5 million project, originally supported by \$700,000 in grants, which have since increased by \$570,000. He further noted that the Village’s total share for both projects is \$390,000.

Councilwoman Rodusky made a motion to approve the Consent Agenda Items Nos. 8 and 9; seconded by Councilwoman Sharps. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

REGULAR AGENDA

1. Public hearing to consider Application No. 25-092 (MCIC), an application by Wyndham Village Homeowners Association Inc. and adoption of Resolution No. 25-28. The applicant is seeking Modification to a Council Imposed Condition (MCIC) in order to amend previously imposed Condition 27 of Resolution No. 01-04 to modify the “On Center” (O.C.) distance required for street trees, for the Wyndham Village property located east of Crestwood Boulevard on Oakwater Drive. * (Director of P & Z)

Village Attorney Mitty Barnard swore in the Director of Planning and Zoning, who intended to speak regarding this agenda item. The Director of Planning and Zoning stated that the applicant has requested a postponement of the item to a time certain of November 20, 2025, at 6:30 p.m.

Councilman Miller made a motion to approve to postpone to a time certain of November 20, 2025 at 6:30 p.m.; seconded by Councilwoman Rodusky. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

2. Public hearing to consider Application No. 25-076 (ZTEXT) and Ordinance No. 1064 on second reading, an application by Dynamite Dog Training, amending the Village’s Zoning Code to amend Secs. 26-22 and 26-89 of the Village Code to add a definition for the term “Pet Training” and add “Pet Training” as a Special Exception Use

within the General Commercial (CG) zoning district and add entirely new Sec. 26-75.9. Pet Training to provide for supplemental land use regulations for this use. (Director of P & Z)

The Director of Planning and Zoning reported that the applicant is requesting a zoning text amendment as outlined in the agenda item. The proposed amendment includes adding a definition for the term “Pet Training” to the zoning code as well as including “Pet Training” as a Special Exception Use within the General Commercial (CG) Zoning District. The Director also reviewed the proposed definition and the required supplemental regulations related to the use. The Local Planning Agency and staff recommended approval.

The Village Attorney (Mitty Barnard) read into the record Ordinance No. 1064 by title only.

Jamie Diaz, a Professional Dog Trainer, was present and available to answer questions.

After confirming with the Village Clerk and the Village Manager there were no public comments, Mayor Hmara closed public comment with no response.

Vice Mayor Valuntas made a motion to approve; seconded by Councilwoman Rodusky. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

Mayor Hmara received consensus from Council to reorder the agenda.

7. Public hearing for second reading and adoption of Ordinance No. 1062, amending Chapter 23. Traffic and Vehicles. at Sec. 23-49 required minimum number of parking spaces, to revise the parking requirements applicable to Manufacturing, Limited Processing Uses. (Director of P & Z)

The Director of Planning and Zoning stated that the current Code requires one parking space per 500 square feet of floor area, plus one space per employee on the maximum work shift. Following recent variance requests for a site at 100 Aldi Way, and at the direction of the Village Council through the Strategic Planning process, staff has re-evaluated this standard and is now bringing forward a proposed revision. Village staff surveyed surrounding municipalities and evaluated the parking demands for the Manufacturing, Limited Processing use. Based on this analysis, staff concluded that the proposed parking ratio will adequately meet the parking needs for future Manufacturing, Limited Processing uses within the Village. The Local Planning Agency and staff recommended approval.

The Village Attorney (Mitty Barnard) read Ordinance No. 1062 into the record by title only.

After confirming with the Village Clerk and the Village Manager there were no public comments, Mayor Hmara closed public comment with no response.

Councilwoman Sharps made a motion to approve initially Item No. 7 and now Item No. 3; seconded by Vice Mayor Valuntas. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

- 3. Public hearing to consider Application No. 25-093 (SE), an application by Smiley & Associates, Inc., on behalf of RP Logistics, LLC, and adoption of Resolution No. 25-29 confirming Council action. The applicant is requesting special exception use approval to allow for an additional 35,540 square feet of “manufacturing, limited processing and assembly (i.e. cabinetry)” within the Industrial Limited (IL) zoning district in order to operate a 35,540 square foot medical device refurbishment establishment within the existing warehouse building located at 100 Aldi Way. * (Director of P & Z)**

Village Attorney Mitty Barnard swore in all individuals intending to speak on this agenda item and requested any ex-parte disclosures. The Director of Planning and Zoning explained the rules and regulations for special exception use approvals. It is consistent with comprehensive plan, complies with all applicable development regulations, does not have adverse environmental, vehicle or pedestrian impacts, no adverse impact on public facilities or adjacent properties, compatible with existing neighborhood, no adverse effect on property values adjacent, not a deterrent to development of the adjacent properties and does not reduce the quantity of light and air to adjacent property. He showed the location of the bay. The Planning and Zoning Commission and staff recommended approval.

Mark Smiley, representing the applicant, explained that the company specializes in cleaning medical devices. He stated that the devices are transported to the facility by truck, cleaned entirely within the building, and then reloaded into another truck for return shipment. Mr. Smiley emphasized that the operation is a fully enclosed indoor business with no outdoor storage or processing.

After confirming with the Village Clerk and the Village Manager there were no public comments, Mayor Hmara closed public comment with no response.

Vice Mayor Valuntas made a motion to approve; seconded by Councilman Miller. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

- 4. Public hearing to consider Application No. 25-012 (SPM), an application by Urban Design Studio and Resolution No. 25-04 confirming Council action. The applicant is requesting a major site plan modification in order to modify the previously approved site and landscape plans to increase the sidewalk widths to 10 feet; include sidewalk cutouts along Lulfs Road; modify the planting height of the royal palms and various other modifications to the landscape plan; and update the plans to reflect utilities, for a property located on Southern Boulevard**

approximately 0.27 miles west of State Road 7 (US 441). Agent: Lentzy Jean-Louis of Urban Design Studios. * (Director of P & Z)

Village Attorney Mitty Barnard swore in all individuals intending to speak on this agenda item and requested any ex-parte disclosures. The Director of Planning and Zoning presented the adjustments to the original site and landscape plans and explained the changes. The Local Planning Agency and staff recommended approval.

Lentzy Jean-Louis of Urban Design Studios representing the applicant was available for questions.

After confirming with the Village Clerk and the Village Manager there were no public comments, Mayor Hmara closed public comment with no response.

Councilman Miller made a motion to approve; seconded by Councilwoman Rodusky. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

5. Public hearing for second reading and adoption of Ordinance No. 1059, amending Chapter 26. Zoning. at Sec. 26-57 to clarify language regarding the current requirement governing the architecture of accessory structures/dwelling units. (Director of P & Z)

The Director of Planning and Zoning stated the proposed amendment clarifies the design requirements for accessory structures. For structures 150 square feet or larger, they would be required to fully match the architectural style of the primary structure — not just color, but also façade materials, treatments, and roof type, pitch, and style. In addition, any accessory structure taller than the primary structure must be attached as an addition and meet these same matching requirements. This strengthens the current Code, which only requires color and roof consistency. The Local Planning Agency and staff recommended approval.

The Village Attorney (Mitty Barnard) read Ordinance No. 1059 into the record by title only.

After confirming with the Village Clerk and the Village Manager there were no public comments, Mayor Hmara closed public comment with no response.

Councilwoman Sharps made a motion to approve; seconded by Councilwoman Rodusky. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

6. Public hearing for second reading and adoption of Ordinance No. 1061, amending Chapter 15. Landscaping and Vegetation Management. at Sec. 15-79 Tree Replacement, to specify the timing of replacement tree installation or required bonding or payment into the Village's tree bank. (Director of P & Z)

The Director of Planning and Zoning stated that this amendment is intended to clarify the timing of tree mitigation when a specimen tree is removed. Currently, the Code does not specify when mitigation must occur. Under the proposed amendment, mitigation would be required prior to the issuance of the first permit — whether from Planning and Zoning, Engineering, or Building — including vegetation removal permits, whichever comes first. The Local Planning Agency and staff recommended approval.

The Village Attorney (Mitty Barnard) read Ordinance No. 1061 into the record by title only.

After confirming with the Village Clerk and the Village Manager there were no public comments, Mayor Hmara closed public comment with no response.

Councilwoman Rodusky made a motion to approve; seconded by Councilman Miller. Hearing no discussion, Mayor Hmara put the motion to a vote and it passed unanimously.

8. Presentation and discussion of the Strategic Plan. (Village Manager)

The Village Manager provided an update on the attached Strategic Plan Executive Summary. He reviewed the Village's Vision to be a Hometown Family Community and its Mission, which is to provide desired municipal services, maintain well-designed and well-built facilities and infrastructure, and foster an aesthetically pleasing, active, and connected community. He outlined the Village's four primary Goals: 1) Maintain a financially sound government; 2) Deliver responsive Village services; 3) Offer exceptional parks and leisure choices for all; and 4) Promote Royal Palm Beach (RPB) as a unique community. The Village Manager also reviewed the top and high priorities outlined in the Strategic Plan and referred to the Policy Agenda on page 6. In addition, he provided an overview of the Youth Leadership Program, noting that 37 students are currently participating. Councilman Miller referred to Item No. 3 – Village Support for Schools and inquired whether there is an additional goal related to the survey responses from school principals or any action being taken based on the survey results. The Village Manager responded that no action or direction has been provided at this time.

The Village Manager reviewed Goal 2, which includes six policy objectives. The first objective focuses on developing a comprehensive Information Security Action Plan to protect the Village's data systems. Funding for this initiative is included in the budget, and implementation is currently underway. He reported that Top Priority #2 is the State Road 7 Corridor Redevelopment Policy and Land Use, which has already been approved by the Council. Top Priority #3 is achieving a balanced budget for FY 2026. Top Priority #4 concerns the Tuttle Royale development, with an emphasis on remaining consistent with the plan previously approved by the Council; however, the project has filed for bankruptcy protection to prevent foreclosure. Finally, Top Priority #5 focuses on the Village's continued support for local schools.

The Village Manager continued his report with an update on the high-priority items, including Community Events and Festivals marketing, Comprehensive

Major Events Assessment and Strategy and reviewed the steps that have been taken to date. He noted that the total cost for the park events is under \$500,000, which includes concerts held on the first and third Friday of each month. Each concert features themed music coordinated with the food trucks and the season, and he provided several examples of these events. He reported on the remaining events, which include Cultural Diversity Day, the Father/Daughter Dance, the Bicycle Rodeo, the Mayor's Golf Tournament, Veterans Day, Memorial Day, the Green Market, and *Shakespeare in the Park*, noting that the total cost for these events is approximately \$50,000. He also reviewed the five major seasonal events—Rock N Fall Festival, Holiday Light-Up, July 4th Celebration, and West Fest—with the addition of the Seafood Festival in the spring, and provided an overview of the costs associated with each. He also addressed the Public Information Enhancements and the improvements made to better communicate with the public. He explained what is included in the various communication materials and how to subscribe to them. The following publications are regularly posted: *Village Voice*, *Community Connection Magazine*, *Rec Trac*, and the *Mayor's VECTOR*. A discussion followed, suggesting additional methods for communicating with residents, including the implementation of a Village App. The Village Manager added the Village now has a full-time public involvement position as well. The Village Manager addressed the Old Commercial Centers Redevelopment and Revitalization Strategy, noting that Code Enforcement is also involved. Additionally, the Village Manager referred to Goal 3: Exceptional Parks and Leisure Choices and reviewed the four (4) high-priority policy agenda items. At the conclusion of the Village Manager's presentation, the Council members thanked him and remarked that it had been very helpful. The Village Manager added that it's all about teamwork, and that nothing happens individually.

Lori Cabrera, resident of 121 Galiano Street, thanked everyone for their efforts in maintaining the quality of life in the Village. She also suggested that the Town-Crier newspaper could address the QR code subscription system for receiving information.

ADJOURNMENT

Mayor Jeff Hmara

Diane DiSanto, Village Clerk