

**REPORT OF THE ORS COMMITTEE MEETING  
HELD ON THURSDAY, JUNE 7, 2018**

**I. CALL TO ORDER AND ROLL CALL**

The Ordinances, Rules and Standards Committee (ORS) meeting was called to order on Thursday, June 7, 2018, at 9:30 a.m. in the Town Council Chambers. On roll call, all Committee Members were found to be present.

**II. PLEDGE OF ALLEGIANCE**

Committee Chair Araskog led the Pledge of Allegiance.

**III. APPROVAL OF AGENDA**

**Chair Araskog added to Old Business a discussion of the Ordinance, as changed. Motion was made by Committee Member Crampton, and was seconded by Chair Araskog, to approve the Agenda, as amended. On roll call, the motion passed unanimously.**

**IV. COMMUNICATIONS FROM CITIZENS – *None***

**V. REGULAR AGENDA**

**A. Old Business**

**1. Proposed Fees for Special Event Use of Public Properties  
*Jay Boodheshwar, Deputy Town Manager***

Deputy Town Manager Boodheshwar provided an overview of the draft of Ordinance 12-2018 first and the Resolution as a companion piece to the Ordinance. The committee members agreed with the request.

Chair Araskog suggested the following changes to the ordinance:

**Section 106-282 – Application**

(b) *Filing.* For clarity, should read “.....shall be filed with the town clerk’s office not less than 45 days and not more than 9 months.....”

(c) *Contents.*

1 (10) “.....The Town of Palm Beach reserves the right to require  
2 additional coverage and .....”

3  
4 Deputy Boodheshwar suggested changing “(14)” to a new subsection “(d) *Fees*.”

5  
6 b. A refundable damage deposit, if applicable;

7  
8 c. A usage fee prepaid for the hours requested to hold the proposed special  
9 event, if applicable.

10  
11 “Sec. 106-283. – Standards for issuance.

12  
13 “The town manager’s office” replace with “the town manager”... he finds  
14 that:

15  
16 (2) “The special event applicant....” Replace with “The applicant....”

17  
18 (6) “The special event shall not be held for the purpose of advertising a  
19 product, goods or event, and shall not be held for .....”

20  
21 “Sec. 106-285. – Appeal procedure.

22  
23 Delete “in writing”

24  
25 “Sec. 106-257. – Regulations relating to special event.

26 Committee member Crampton spoke regarding subsections (3) and (4) which  
27 prohibit the use of signs, props, etc. Chair Araskog requested staff do further  
28 research on why signs, props, flags, etc. are prohibited.

29  
30 Deputy Town Manager Boodheshwar agreed to make the revisions to the Ordinance and  
31 have it ready for adoption at next week’s council meeting.

32  
33 Deputy Town Manager Boodheshwar gave an overview of the proposed fees which were  
34 listed in the backup for use of public properties. He explained the purpose of charging  
35 fees is to monetize, control and protect the asset. Only an application fee of \$250 is  
36 currently charged for using the public spaces. He spoke regarding usage fees for  
37 residents vs. non-residents. He proposed to continue not charging residents for use of the  
38 public spaces but to add a damage deposit to the rental fees. Committee Member  
39 Crampton questioned the \$35/hr. usage fee for residents at Phipps South Ocean Park.  
40 Mr. Boodheshwar explained that there is a staff cost for clean up after the event. He then  
41 suggested that to keep it in line with the other spaces we should not charge a usage fee for  
42 resident use. There was discussion regarding the fees charged by other communities  
43 regarding resident vs. non-resident usage. Chair Araskog suggested a sliding fee scale  
44 for the damage deposit and usage fee. DTM Boodheshwar agreed with the idea of the  
45 sliding fee scale but he requested that the tiki huts be exempt from the sliding fee scale  
46 since they were small in size.

47  
48 B. New Business

1. None.

**VI. ANY OTHER MATTERS**

Chair Araskog requested that meetings should be combined when necessary to minimize the number of meetings. Deputy Town Manager Boodheshwar reassured her that if there is no matter to be brought before the committee, there will be no meeting. As there will be no meetings in July and August, the next scheduled meeting will be in September.

Member Crampton then brought up the issue of large trucks using the narrow streets on the north end. Chair Araskog informed him that that issue is now with the Public Works Committee.

**VII. ADJOURNMENT**

There being no further business to discuss, the Ordinances, Rules and Standards Committee Meeting was adjourned at 10:20 a.m.

APPROVED:

\_\_\_\_\_  
Julie Araskog  
Chair

ATTEST:

\_\_\_\_\_  
Kathleen Dominguez  
Town Clerk

\_\_\_\_\_  
Date