

TOWN OF PALM BEACH

Information for Town Council Meeting on: October 9, 2018

To: Mayor and Town Council

From: Kirk Blouin, Town Manager

Re: Discussion Regarding Shore Protection Board Meetings

Date: September 27, 2018

STAFF RECOMMENDATION

Staff recommends that Town Council discuss the continued necessity of the Shore Protection Board and/or frequency of meetings.

GENERAL INFORMATION

The Shore Protection Board was established in 2008 to serve in an advisory capacity to Town Council on issues relating to shore protection, including, but not limited to, issues relating to beach nourishment, coastal armoring, the sand transfer plant and matters relating to the Town's Lake Worth Lagoon shoreline. This board may have served a very useful purpose at one time, but there appear to be redundancies with the Board and functions of staff and a number of consultants in the field working for the Public Works Department. Additionally, the Board has been venturing into areas that are not under its purview, such as streetlights. Finally, the time that staff takes to prepare for and assist the Shore Protection Board does not seem to warrant the associated cost and loss of productive time. Each month there is a meeting, it takes approximately 64 hours of staff time to prepare for, attend and take minutes for that meeting. In 2017, the Shore Protection Board held six (6) meetings. In 2018, to date, the Shore Protection Board has held four (4) meetings.

Staff is requesting that the Council discuss whether the Shore Protection Board should continue as a board, or at least change the frequency of meetings. Either choice would necessitate a revision to the Code of Ordinances. Currently, Section 2-636(d) states, "*Frequency of meetings*. The board shall meet on an irregular schedule, whenever such meetings be called either at the discretion of the chairman or at the direction of the town council." Rather than the discretion lying with the chair, staff is requesting that this be changed to say, "at the discretion of the town manager or at the direction of the town council."

FUNDING/FISCAL IMPACT

The minimum cost for each Shore Protection Board meeting, including estimated staff time for the Coastal Programs Manager and Administrative Assistant, is approximately \$4,000 per meeting; or approximately \$24,000 on an annual basis for six meetings. This estimation does not include other associated administrative and engineering staff costs.