



always delray



STEERING COMMITTEE MEETING #6 MINTUES

6:00 PM, OCTOBER 18, 2017

434 SOUTH SWINTON AVENUE, DELRAY BEACH, FLORIDA

➤ **Attendees:**

Steering Committee-David Schmidt (Chairperson), Anne Gannon, Alene Egol, Joy Howell, Yvonne Odom, John Miller, Andy Katz and Reginald Cox

Staff-Tim Stillings, Missie Barletto, Marjorie G. Craig, Victor Majtenyi, Anthea Gianniotis, Amy Alvarez, Jasmin Allen

1. Call to Order

Mr. Schmidt called the meeting to order at 6:04pm

2. Approval of Minutes

Mr. Schmidt approved the minutes from the July 19, 2017 Steering Committee meeting.

All voted in favor to approve the minutes.

3. Steering Committee Discussion

Mr. Schmidt stated that a new city manager, new mayor and maybe two new city commissioners are coming on-board. He suggested that it is important that we dedicate ourselves to make this the best document that we can because it is going to be the direction for the city for the next 10-20 years and with the turnover we had at the city hall, there needs to be some continuity on how we approach this.

The citizens who have really been involved and got it to where we are today and hope we can keep it going.

Mr. Stillings agreed and stated that we spent the last few meetings talking. Now we are actually drafting the documents to get them in front of the City Commission. The focus of tonight's meeting is on three elements:

-  Public Facilities
-  Intergovernmental Coordination
-  Capital Improvement

Mr. Stillings introduced Marjorie G. Craig, the new Utilities Director.

Mr. Stillings stated that what the City will end up adopting are the goal, objectives and policies of each of the elements, within each Element you will see what we refer to as the data, inventory and analysis. This provides us with the data, and the foundation for those goals and objectives. He stated that, they can be aspirational. So for example, we want to make sure that every neighborhood has access to certain services. We can then do an analysis to determine where we have those deficiencies. We do not necessarily need to know what that is yet for that to be our goal and direction. He suggested to focus most of time on goals, objectives and policies because that really is what we rely on in our review of any development proposal and our guidance to the commission for future policy and initiatives.

Mr. Stillings suggested to begin the discussion by asking any questions the attendees may have or additional information they might want for us to include or anything they think is missing or otherwise need to correct. Then, go into the goals, objectives and policies.

Alene Egol stated, we were talking about the hurricane earlier, and Delray had a serious issue with the lift stations after hurricane Irma. I noticed you do have a place holder on page 24, we have emergency preparedness. There is a little blur of about 2017 hurricane Irma highlighting vulnerability, i.e. 70% of pumping stations were not operative. So don't you think that we could expand this a little, knowing what happened in this past hurricane.

Mr. Stillings suggested that we can get specific provisions and that is in the process. A lot has to do with preparedness than having the answers. We do know the city has discussed with the commission the establishment of an emergency operations center. They do not know yet where they want to put it, or how they want to implement it or fund it. That is a goal of the City, to have a state of the art emergency operations center. I think it is good for us to have that in the plan, this is the first time that we will incorporate emergency preparedness in the document and so I think one thing we can highlight is the incident command system. We can definitely talk about putting the goals and strategies to landscape, look at the current landscape ordinance and see what we can do to further improve on the "right tree right place". Further, improve

upon how we approach property maintenance, not only within our own facilities, but also working with private property owners.

Mr. Schmidt stated there may be things where we want to get specific but in general this is given an overview of the direction that we are saying the City should go. Mr. Schmidt suggests looking at page 3 where under the goals, objectives "develop, develop, develop is repeated. What about **implementing**? That to me is the key word and then it becomes a question for the City Commission in prioritizing funding and determining what to consider to be the greatest need. You are not given them specifics but I think, on each of those, if you say develop and implement a plan for continuity and operations, develop and implement a plan for disaster, develop and implement, that gives them direction.

Mr. Stillings stated one of the things we did see that is missing, that we wanted to identify, is all of those policies within each elements which have statements like "develop and implement" is to look at a timeline. How and what is an appropriate schedule we can accomplish.

Mr. Schmidt stated as staff reviews this, that is where we need from staff because the perfect example is that the decade of excellence bond.

Mrs. Gianniotis stated that part of it too is that this is supposed to help us determine the priorities. So to that point, it says develop an emergency center, well in the GOPs, there is a policy that says the city shall plan and construct and maintain the EOC and emergency facilities, it does not say by 2020, 2030 etc.

Mr. Stillings remarked that at the last meeting, we talked about having one component of the plan is referred to as an action plan that is really what I meant by listing all those strategies and putting a timeline on. We can bring back our recommendations of short term, long term and look at how each one interrelates and is effective by the previous and bring it forward. In this stage, we can identify those strategies that we want to include in that list first.

Reggie Cox stated that projects can be immediate, in considerations of capacity. Define short term, mid-term and long term.

Until now we lived by the statues which requires 7 year evaluation but we want to do that more often and/or we want to make sure we are on track.

Mr. Stillings stated what we want to do is identify those that we did put in the short term and accomplish, which ones we do need to move to the midterm because we now realized they will take more time. Basically, do more regular adjustments.

Mr. Stillings stated we have a plan of continuity developing right now and being adopted right now by city engineer.

Mrs. Craig stated there is currently 129 Lift Stations, 27 Generators; 22 are portable and 23 more generators on the way.

*High risk Lift stations to receive generators. -where they should be stored? Secured? Where could they used in other places? i.e. rent for events etc.

PUBLIC FACILITIES ELEMENT (38 min)

There are 9 goals within PFE

GOAL PFE 9: Emergency Preparedness within the GOPs.

Currently, two objectives within that goal

- Under objective 9.1. Need Dates? Timeline is needed.
- Adding: Public Information, note in the plan to communicate with the public.
- Add: Include AM Radio stations. Get updates thru the AM Radio stations etc.
- What we can do is within the policy is to break down the components of the ICS within that goal rather than assuming everyone knows what is part of that.
- Investigate the use of generators for dual purposes.

Mr. Stillings suggested a Goal: Emergency Command System

Look at – hardening the system re public facilities

Landscaping , right tree , right place

Timeline for development and implementation and identifying the funding source

Goal PFE 1: Prioritization of Projects

- Comment: Policy 1.1.2: Expand public input by having a meeting outside City Hall and P&Z meeting, i.e. Pompey Park. Is there a State requirement for public hearing?
- GOP: Storm water Recommendation; this section is thin!
- Bioswales need to be mentioned.
- American Planning Association describes the ONE WATER. Are we implementing this?

Goal PFE 2: Portable Water

- Policy 2.2.3 - Why restrict to new development (should be citywide)? Florida Friendly ground scape. For development and redevelopment, and all replacement of planting, green scape, as you decide to make a change go in this direction.

- Add: Public Information/Education campaign to provide information, what is a Florida friendly campaign. What, as a City do we need to provide to spread general knowledge for Florida Friendly? Not Home Depot.
- University of Florida provides information.
- Information campaign on planting a tree under a power or water or sewer line.

Goal PFE 3: Wastewater Management

- Reference comments from director from utilities and public works department.

Goal PFE 4: Sanitary Sewer Collection and Water Distribution Systems

Goal PFE 5: Stormwater Management and Flood Prevention and Mitigation

Commission Chard asked if living shoreline is mentioned within this goal?. There wasn't, and will need to add.

5.1.9: Mr. Schmidt would like to include ongoing exercise to make the intent clear (i.e. not limited to critical streets).

5.2.3: Mr. Schmidt states it is critical to include the importance of Climate Change to say the city will communicate about the value of participating and best practices. Mr. Schmidt suggested that the city should emphasize and express this within the plan to educate on climate change. Mr. Stillings brings up the statutes and the changes of partnership and the intent of not just governmental agencies but other partners such as healthier Delray.

Mr. Reggie brings up the clever idea of Strategic Partnership.

Commissioner Chard: Emphasize need to provide bio-swales, permeable surfaces for parking lots and roadways.

Andy Katz suggests that footnotes are added to show inter-related topics to the Open Space and Recreation Element regarding the dual use of parks as storm retention and swale areas

Mr. Stillings suggests to add something general with respect to free-boarding – raising structures and what structures haven't been raised yet and how that affects the height limit. Current rule is 18" above crown of road. We can add in the policy, public office and facilities and identify what is a municipality facility. Designing the building for potential impacts of sea level rise and climate in respect to building elevation.

Ms. Barletto states the importance of expectance of life span of the building.

Mr. Stillings suggests writing a general policy as a community will continue to discuss and an annual basis.

Goal PFE 6: Solid Waste Systems.

- Need to include a policy regarding commercial recycling.
- Add a policy regarding recycling of food waste from restaurants
- Add policy regarding incorporating recycling features in the streetscape

Goal PFE 7: Transportation and Mobility.

Goal PFE 8: Public Office Facilities And Services

- Add a policy for community greening at city facilities
- Life span of buildings to be considered. City to lead by example.

Goal PFE 9: Emergency Preparedness.

 **CAPITAL IMPROVEMENT ELEMENT**

Mr. Stillings introduces the capital improvement element from the DIA into 5 categories:

-  Facilities
-  Technology
-  Economic Development
-  Public Safety/Quality of Life
-  Sustainability and Resilience

Discussion ensued about Parks owned by City and County.

Mr. Stillings suggested a general policy for obtaining any available county property or former facility or conservation open space/park which may be coming available for the city to have the first right of refusal.

Seeking a grant writer was discussed

- DIA Pg 20 Intergovernmental Coordination (now Strategic Partnerships Element):
Recommendation: Continue to foster partnership to secure capital; where securing a grant writer could be a hold placer
- Pg 9 Capital Improvement on going policy CIE 1.1. 14 - Whenever a grant becomes available the city commission.
- Privatize and actively pursue outside funding and grants and build the capacity for it.

➤ To include public and private partnerships.

Technology was discussed.

Performance measures need to be improved (what are the success indicators).

 **INTERGOVERNMENTAL COORDINATION OR STRATEGIC PARTNERSHIPS**

Reggie Cox suggested that the City should assist in the provision of resources to private partnerships to fund community activities

Page 17 – information regarding WARC needs to be expanded and the Set Transformation Plan included.

Policy 1.4.9 needs to be expanded to promote a curriculum that focuses on skills training and trades.

Coordinate with Palm Beach State College to promote the scholarship opportunities offered by the College.