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Directory	Strategic Planning Board	Type	Reports	Category	Strategic Planning Board

REPORT OF THE STRATEGIC PLANNING BOARD MEETINGS HELD ON NOVEMBER 13, 2002 AND NOVEMBER 15, 2002

I. CALL TO ORDER AND ROLL CALL

The Strategic Planning Board Meeting of Wednesday, November 13, 2002, was called to order by Chair Lesly Smith at 9:35 a.m. in the Town Council Chambers. The meeting was adjourned at 1:40 p.m., and was reconvened at 10:10 a.m. on Thursday, November 15, 2002. On roll call, the following Board Members were found to be in attendance on Wednesday, November 13, 2002: Chair Lesly Smith, Vice-Chair Bruce McAllister, Board Members William Cooley, Alec Flamm, and William Watchman. Also present for all or a portion of the meeting were: Town Council President William Brooks, Town Council President Pro-Tem Norman Goldblum, Town Manager Peter Elwell, John Fernsler of Wallace, Roberts & Todd, LLC, and Deputy Town Clerk Susan Eichhorn. On Friday, November 15, 2002, the following Board Members were in attendance: Chair Lesly Smith, Vice-Chair Bruce McAllister, Board Members William Cooley, and Alec Flamm. Board Member William Watchman was not present at the meeting. Also present for all or a portion of the meeting were: Town Council President William Brooks, Town Attorney John Randolph, Town Manager Peter Elwell, Director of Planning, Zoning & Building Robert Moore, and Deputy Town Clerk Susan Eichhorn.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Smith.

III. APPROVAL OF AGENDA

The Agenda was approved through motion of Board Member Cooley, seconded by Board Member Flamm, carrying unanimously on roll call.

IV. APPROVAL OF REPORT OF THE STRATEGIC PLANNING BOARD MEETING ON OCTOBER 10 AND 11, 2002

REPORT OF THE STRATEGIC PLANNING BOARD MEETINGS HELD ON NOVEMBER 13 AND 15, 2002

Board Member Watchman moved approval of the Report of the Strategic Planning Board Meeting of October 10 and 11, 2002. The motion was seconded by Board Member Cooley, carrying unanimously on roll call.

V. REVIEW/REVISION OF THE PRELIMINARY DRAFT STRATEGIC PLAN

Comments were heard from the public:

Dr. Gregory Boyajian, President, Greater South County Road Association, addressed the Board, commenting that he had read the draft Strategic Plan several times, and had made notes; he congratulated the Board on a job well done. He commented that the suggestion of providing a medical facility on the Island was a complex issue, and would need to be carefully evaluated. He explained that he had spoken with business organizations in the Town, and suggested that the streets in Palm Beach were in need of beautification, and that the business community was open to suggestions. He advised that there was a feeling that the Town was being monopolized by some landlords, and rents were very expensive for the business community. He recommended that the Town provide a small publication regarding establishing a business in Palm Beach, that could be reviewed by people before establishing a business in Palm Beach.

Ms. Amy Shaugnessy, Royal Poinciana Association, addressed the Board, stating that the main concerns of business in the Royal Poinciana Way area were traffic and parking, as well as the impact of roadway construction upon the businesses in the area. She explained that parking was a seasonal problem in the Royal Poinciana Way area; it was hoped that several more parking spaces would be available when Royal Poinciana Way was reconstructed, and improvements to the roadway could be made as well, such as conduits for lighting up Palm Trees, uniform sidewalks, etc.

Town Manager Elwell commented that there was ongoing communication between the merchants, Florida Department of Transportation (FDOT), and the Town, to ensure that some of the issues brought up by Ms. Shaugnessy would be addressed when reconstruction of Royal Poinciana Way took place.

Discussion took place regarding the Testa property on Royal Poinciana Way, and possible redevelopment of the property, the "pass throughs" available from Royal Poinciana Way to Sunset Avenue and Sunrise Avenue, and a valet parking service for the Royal Poinciana Way area.

Mr. Gerry Frank, Citizens Association of Palm Beach, addressed the Board, commenting regarding the language in the draft Strategic Plan concerning the necessity of the re-evaluation of the Coastal Management Plan (A2. - Beach Management Actions).

Board Member Flamm advised that he had submitted some re-wording of the paragraph for consideration of the Board, and read same into the record: "During the course of the entire project, changing circumstances and new information will be evaluated to determine whether modifications to subsequent phases of this project should be implemented. This includes remaining sensitive to the municipal bond market to determine if there may be an optimum opportunity to refinance the project."

Board Member McAllister suggested the following language as part of the background information provided in the Strategic Plan: There were three principal arguments made against the Coastal Management Plan (CMP)concerning the environment; that the CMP would endanger the natural off shore marine life; financial considerations; that the CMP's costs were underestimated; privacy - the erosion control line would diminish the privacy rights of Palm Beach residents. He explained that while none of these arguments could be dismissed, it was safe to say now that the community consensus was that the potential benefits of the CMP outweighed any one of them and all of them together. He explained that whatever adaptive management was then done would be done against the background of those concerns having been raised and addressed.

Town Manager Elwell commented that because there had been such extensive dialog concerning the beach management plan, and because there had been divergent views expressed, it would be helpful to reflect in the background section that there were certain concerns raised, and that those concerns were deemed to be outweighed by the benefits of proceeding in the recommended manner. He noted that there had been some modification to the plan – what would be built ultimately would not be exactly what was in the Comprehensive Coastal Management Plan update, because certain elements could not be permitted. Staff was working on adjusting the program as it moved along to be sure what could be permitted would provide public benefit in the most economical way.

Discussion took place regarding the action statements for both the drainage project and the beach management project, with Town Manager Elwell noting that the current parallel language in the two sections may be something the Board may want to further discuss. He explained that the drainage project was a harder, more dependable science, whereas the beach project was a more evolutionary, softer science.

At this time, the Board determined that the remainder of the comments from the public would be heard, prior to any further discussion of the beach project.

Ms. Laurel Baker, Palm Beach Chamber of Commerce, addressed the Board, deferring to John Maus, who served on the Chamber of Commerce, and was Chairman of Government Affairs. She stated that the Chamber would be meeting with the retail groups in the Town to discuss parking, with the hopes that more definitive figures would be available to determine more specifics about the parking problem.

Mr. John Maus, Board Member Palm Beach Chamber of Commerce and Board Member of the Worth Avenue Association, addressed the Board stating that it was great that there WERE traffic and parking problems, because that signified success of the merchants. He commented that the issue of fixing the seasonal traffic/parking problems would take creative input; he suggested that before any parking meters were installed on Worth Avenue, the rules of the road be enforced to work to get employee parking off of Worth Avenue in order to open it up for customers. He suggested that car pooling be encouraged, that perhaps secondary retail streets be held to higher standards in terms of off-street parking, in order to buffer the adjacent residential areas; that the Board consider whether moving the "mom and pop" retail business should be located on secondary retail streets, or whether the streets should be held to the same high parking standards as were in place on Worth Avenue. In response to an inquiry concerning shuttles, ferries, and other group transportation methods, and as to whether he thought such methods would be desirable or not, Mr. Maus emphasized that his organization was interested in quality not quantity.

Dr. Boyajian requested that a forum be held on a regular basis, to allow merchants/business people to address their concerns to the Town.

Chair Smith noted that there were monthly Town Council meetings, which were open to everyone to address concerns; there were two separate agenda items addressing communication from the public. She suggested that it was incumbent upon the various business groups in Town to identify concerns of members and report them to the Town Council.

Discussion took place regarding exploration of zone parking and a parking meter computer system for use in the community, in order to address traffic/parking in the Town.

Chair Smith suggested that the results of the Chamber of Commerce meetings, to be conducted with the various business groups within the next few weeks, be provided to the Board for inclusion at the December Strategic Planning Board meetings so that any additions/changes to the draft Strategic Plan could be made at that time.

Town Manager Elwell advised that the background information narrative was located under the heading "Environmental Scan," and had been added immediately prior to each set of action statements. He noted that the Appendices and the Executive Summary were not currently included in the draft plan and would be inserted after discussion took place in the meetings today.

After discussion, it was determined that the an appendix section would be included that would address items that had been taken off the radar screen, and the reasons why they were not included in the action statements.

Chair Smith suggested that the Strategic Plan be completed in loose leaf form, so that additional information could be added to it in the future, and that a paragraph be added explaining that the plan would be reviewed in three to five years.

Discussion took place regarding whether the action statements should be alphabetized or placed in priority order, according to consensus of the Board, and it was determined that the items would be placed in the order suggested by Board Member Flamm, according to the breadth of impact upon the Town.

Vice-Chair McAllister suggested that the library created for the use of the Board be organized in a suitable manner so that it could be available to residents in a user-friendly manner.

Discussion took place regarding the Charter Commission report, which would be made available to the Board for further discussion at the meeting scheduled for tomorrow; issues to be discussed would include the mayor having a vote, and the groups numbers used for municipal elections.

Community Enhancement/Quality of Life:

In response to Board Member McAllister, Mr. Fernsler clarified the section regarding Town acquisition of additional open spaces. He stated that he understood that the Board had reached consensus that, as opportunities arose, additional open spaces would be considered, however, there had not been a strategic direction or a mandate to do so. He suggested that clarification could include the language: "promote acquisition of additional open space, as opportunities present themselves." It would be clarified that the lack of open space was not a deficiency that the Board found existed, however, the Town would remain prepared to respond to unique opportunities for enhancement. Chair Smith suggested that it also be mentioned that a specific provision in the Town Charter required protection of the green space in the Town.

Discussion took place regarding the encouragement and support of young families, and the lack of specifics in that area. Board Member Watchman expressed concern regarding how young families could be attracted. Board Member Cooley commented that the property taxes were daunting to young people, and suggested that perhaps the State of Florida policy on collection of taxes, based on the value of a home, was not equitable. He urged that some statement be made in the Strategic Plan regarding taxation. He suggested that the Town Council pass a resolution urging the legislature to address the tax inequities.

Town Manager Elwell responded that an action statement could certainly be added under one of the categories, if so desired by the Board. Further discussion took place, and it was determined that the Strategic Plan would include information concerning the levels of distribution of the tax dollar.

Discussion took place regarding the language concerning feral cats, and several sentence modifications were made.

Emergency Management:

Town Manager Elwell advised that the Town was prepared to protect public property in a serious storm; if there was an evacuation, additional public safety measures would be taken to protect residents, and encourage people to leave. The Town staff would be in direct communication with Palm Beach County Emergency Management and state officials, who were in direct communication with the National Hurricane Center. He explained that individuals were encouraged to make the necessary arrangements so that they had someone to rely on after a hurricane, to advise them of any damages to individual properties. Staff had the capabilities to assess damage, gather data, and deal with federal agencies – staff was not equipped to inspect and know the condition of each individual property within the Town within several hours after a hurricane. The obligation of the Town staff after a storm, primarily was to get the Town functioning so that private caretakers could examine individual properties and follow up with the property owners.

After further discussion, it was determined that the language would be included that would refer to consideration of using volunteers and temporary employees after a natural disaster.

Financial Management:

Discussion took place regarding the necessity of establishing a line of credit, and it was determined by the Board that the wording would be: "Be prepared to communicate effectively with financial institutions so that a line of credit may be quickly established, if needed, or the equivalent." Town Manager Elwell explained that the reserves would pay for an initial emergency response, and federal resources would be forthcoming as well.

Consultant, John Fernsler stated that the issue of the authorship of the Comprehensive Plan had been discussed in former meetings; he explained that the state law that mandates a Comprehensive Plan also mandates that it be prepared by a local planning agency or entity, however, it does not mandate who that entity should be. He explained that typically, in Florida, the entity that authors the Comprehensive Plan tended to be the Planning and Zoning Commission, or the folks who make the day to day decisions in development review and permitting. In other parts of the country, an autonomous group, a steering committee of some sort, was typically appointed to prepare a Comprehensive Plan to provide a longer term perspective. He explained that a Comprehensive Plan had a twenty year horizon, and therefore it was sometimes useful to have a group of individuals that are NOT involved in day to day decision making with regard to variances, etc. He suggested that a comprehensive/strategic plan steering committee be created to either advise, or take responsibility for, the preparation of the Comprehensive Plan.

Town Manager Elwell noted that the Board had previously decided that the Town Council ought to annually review the Strategic Plan, modifying it as needed. He offered that a group of citizens could take a look at the Strategic Plan occasionally, however, the ongoing monitoring of the Strategic Plan would involve policy decisions, and it was perfectly appropriate for the Town Council to annually review and update the document as needed. He read the following language from the draft Strategic Plan: The Mayor and Town Council will at least annually review the progress on implementing the Plan. The Plan will be formally updated at least every five years, or to coincide with Comprehensive Plan updates.

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The Strategic Planning Board meeting of November 12, 2002,
was adjourned at 1:40 p.m., to be reconvened at 10:00 a.m. on November 15, 2002

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The Strategic Planning Board Meeting of November 13, 2002, was reconvened at 10:10 a.m. on November 15, 2002.

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Management of Redevelopment - Commercial:

Director of Planning, Zoning & Building Robert Moore addressed the Strategic Planning Board, explaining that a Planned Unit Development (PUD) was a form of zoning, that was contained within the Town's Zoning Ordinance. PUD's were generally crafted with the concept that it gives a governmental agency and the property owner and/or developer the ability to negotiate the normal development regulations that would be associated with that particular zoning district. There were a number of PUD's in Town, with the most prominent PUD being The Breakers, which came into being in the mid '70's. It was a negotiation with the Flagler System to provide for development rights on the property and additional hotel units on the property for an extended period of time. That period of time had been re-visited several times, and each time the number of units or density permitted on the property had been reduced. The total acres involved in the property were 134 acres; 76 were on the east side of the County Road, and 57 on the west of County Road. The total number of units that were currently permitted in stages, to be built into the year 2003, was 251 units, scattered throughout the property, surrounding the golf course. The concept of what to do with the additional golf course was something that was of concern to the Town; in the early '80's, there was a 50 year green space agreement put into the PUD that the Breakers would keep the golf course for a 50 year period. Each time that negotiations were held regarding the PUD, the Zoning Commission and Town Council reviewed the PUD. The Town transfer station for garbage pick-up, Pine Walk, was on the Breakers property, leased by the Town – the current agreement extended into the year 2025.

Mr. Moore explained that he had been requested to review the Royal Poinciana Plaza to determine if it was eligible for redevelopment under a PUD, and that it was eligible currently for commercial use, and not mixed use. There would have to be a change in the zoning ordinance to permit a mixed use in Royal Poinciana Plaza.

In response to Chair Smith, Mr. Moore explained that The Breakers owned the property from the corner of Cocoanut Row to County Road, then across onto Main Street on the south side of the post office, up along Main Street, up to Breakers Row 2. Breakers Row 2 were two condominium buildings; Breakers Row 1, adjacent to the north side of the hotel, were rental units, leaseable with full hotel service from The Breakers. Both had been built under the PUD process. Originally, the corner of Cocoanut Row and Royal Poinciana Way was slated to be commercial; in one of the negotiations that took place in the '80's, the rights for commercial were abandoned and the commercial was translated to residential. Subsequently, in the '90's, the Breakers retained the right to go back to residential, but substituted a parking lot for employees to be bussed between that parking lot on the northwest corner to the hotel. He noted that they did not abandon their right to put residential on that property, although it was probably unlikely that would be considered in the near future. Staff had asked the Breakers to consider abandoning that corner, and leaving it as the benign use that it was now, then relocate units around the property in different locations than those originally approved. The process was ongoing, and there had been a very good partnership for the Town with the Flagler System.

In response to questions related to discontinuation of the property as a golf course, Town Attorney Randolph advised that any time the Breakers came to the Town with any particular request, the Town could request that the PUD be extended to allow the golf course to remain.

Mr. Moore commented that the current ownership of The Breakers was under two fiduciary trusts that had a responsibility to the beneficiaries. Under the current ownership, The Breakers had no intention to stop having a golf course; they had negotiated with the Town regarding Pine Walk, and because they did not want to lose the development rights that were on the property, they had always been willing to negotiate; there was the ability each time they came back to negotiate extensions on the golf course.

Town Manager Elwell suggested that an item be added to the action statement concerning open space and beautification, specifically speaking to positioning the Town to preserve the existing large, privately owned open spaces.

Mr. Moore addressed the memorandum of Board Member Flamm, dated November 1, 2002, wherein he discussed management of redevelopment, and the granting of variances from the Zoning Code, which carried the perception of creating mega-mansions. He produced records of permits issued for the last three years in the Town; staff had compiled data that 62 new single family dwelling unit permits in the R-B Zoning District had been issued from January 1, 2000 to October 31, 2002, from the "Sea" streets, north. Out of the 62, four of the homes were issued a point of measurement variance; one height variance had been granted. He maintained that the perception that all of the houses being built were directly related to the granting of variances was indeed a perception issue, rather than reality. He explained that ten new applications were permitted to come to the Town Council each month – many times they were for issues like site plan review, small/undersized lots, etc. The Town Council also considered special exceptions, which was a permitted use, with conditions. He noted that staff had discussed the need to use different language; rather than special exception permit, substituting it with "conditional use" permit, in order to clarify the intent of the permit.

Board Member Flamm suggested that the Strategic Plan should be quite clear that the Board had examined the variance contribution to the mega-mansion issue, and had found it to be negligible, so that the perception of the public would be corrected.

Mr. Moore commented that the problem existed in the lot, yard, and bulk regulations, and a way to mitigate those was needed.

Town Manager Elwell advised that the narrative section of the Strategic Plan could include an explanation that it had been determined that the excessive granting of variances was not driving the mega-mansion issue, and data provided by Mr. Moore could be included.

In response to Board Member Cooley regarding staff handling some of the development review items in order to relieve the Town Council of some of the time and effort required to make determinations on some of the minor development review issues - - Mr. Moore responded that the Town Council had already addressed the issue in last year's Zoning Season: for example, second kitchens formerly required a variance, and then a special exception. The Town Council had now delegated that to staff for review and administration. He explained that it would be difficult for staff to determine which variance requests should be approved and which should come before the Town Council - - it would open the issues up to tremendous amounts of subjectivity and equal code enforcement.

Town Council President Brooks suggested that there were other areas that were truly administrative – for example, a restaurant already in existence, with a new owner requesting its use. He stated that he had worried about the question of variances, special exceptions, site plan review, etc., coming before the Town Council late in the meeting, when normal fatigue had set in, however, at the present time he did not see an alternative.

Mr. Moore explained that the public perception was that variances were usually granted for new houses, however, the vast majority of variances that were granted were granted for additions to perpetuate existing homes.

Mr. Moore suggested that the Board include information in the Strategic Plan concerning what plans they had found that were already in place to address some of the long range problems up to this point.

After discussion, the Board determined that information could be included in the transmittal letter that would accompany the Strategic Plan.

Discussion took place regarding commercial redevelopment. Town Attorney Randolph recommended that several words be eliminated in the section referring to alternatives to strengthen prohibitions of commercial uses. He also referred to the paragraph referring to the 2,000 sq. ft. requirement for commercial spaces and the elimination of the provision, requiring applicants to utilize the variance procedure. He noted that then the applicant would need to show a hardship, as well as all other criteria, it would be impossible to meet under those set of circumstances. He recommended that the recommendation to consider eliminating that special exception provision be removed at this time. The Board determined that the paragraph would be removed.

Town Attorney Randolph referred to the paragraph under commercial redevelopment with the word "chain" in referring to characteristics of restaurants, and suggested that word not be included in any ordinance as a prohibition. Under residential redevelopment, he suggested that the language under density increases "permitting less than maximum number of lots," be amended, and noted that he would work with Mr. Elwell on appropriate language in this section, as well as language concerning regulation of multiple lot assemblage.

Governance:

Chair Smith commented that the suggestion had been made that the Mayor have a vote on the Town Council. She noted that she would pass the gavel to Vice-Chair McAllister for this portion of discussion, and would not participate. She suggested that any action recommended by the Board be taken after she left office. She suggested that the Board may want to also consider that council members be elected at large, as opposed to voting for seats in designated groups.

Acting Chair McAllister recalled that at the very beginning of the strategic process, the Board had discussed the areas that would be appropriate for discussion, exploration and recommendation in a strategic plan. He recalled that there was a consensus that measures which would require amendment of the Town Charter were probably off the radar screen, in consideration of the fact that the Town Charter had been extensively discussed formally and informally by the Town; specific recommendations had been advanced and voted upon at a Town-wide referendum.

Board Member Cooley commented that he believed a recommendation should be made to the Town Council to appoint a Charter Commission to deal with the vote of the Mayor and the Town Council members running for election at large. He read the language he had drafted in this regard: "The Strategic Planning Board feels that the Town would be better served by a Mayor who can fully participate in Town decisions, and act as a full voting member of the Town Council, thus taking advantage of the experience and expertise of the Town's highest elected official. We feel a Charter Commission should be appointed by the Mayor and Town Council to look at the possibility of making the Mayor a full voting member of the Council. Further, the Strategic Planning Board is concerned about the lack of citizen participation in Town Council elections, and believes that the Charter Commission should also look at the practice of Council members running for a specific seat, rather than at large." He moved that the language be incorporated into the Strategic Plan. The motion died for lack of a second.

Board Member Flamm commented that he had attended the vast majority of the Charter Commission meetings, at which this subject had been extensively discussed. He noted that virtually every former elected official who had provided information had opposed the position of the Mayor voting. The then sitting Mayor had given the opinion that imposing any additional tasks on the Mayor would compromise the position completely. He stated that he would support a statement in the Strategic Plan that would recommend a change in the Town Charter to allow the Mayor to have a full vote.

Town Council President William Brooks commented that presently, the work of a Town Councilman was anywhere between 15-20 hours per week. Because of the role of the Mayor as an ombudsman, and quasi-social/civic duties, that amount of time was increased. He suggested that an abundance of other factors must be taken into consideration when discussing the role of the Mayor.

Mr. William Guttman urged that the Board not recommend any action to the Town Council to amend the Town Charter in the next five to eight years, although he saw nothing wrong with a recommendation to the Town Council to consider appointing a new Charter Review Commission at a point when the office of Mayor was up for election.

After discussion, it was approved, through motion of Board Member Flamm, seconded by Board Member Cooley, that the recommendation of the Strategic Planning Board would be that the Town Council and Mayor consider some means of amending the Town Charter at some time in the future at an appropriate juncture. The motion carried 4/0, as Board Member Watchman was not present.

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Chair Smith returned to the meeting as the presiding officer after discussion of the Governance section of the draft Strategic Plan.

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Discussion took place regarding memorandums submitted by Vice-Chair McAllister, Board Members Cooley and Flamm. The following language was suggested by Vice-Chair McAllister to be added to the Executive Summary or Introduction: "Some of the issues discussed in the draft plan may strike residents as more tactical or operational than strategic. Such issues were included because the residents emphasized their importance at the Town-wide forums." The Board determined that the language would be included.

Discussion took place regarding beach management issues referred to by Board Member Cooley in his memorandum, and it was determined that language concerning the peer review of the Comprehensive Coastal Management Plan (CCMP), as suggested by Board Member Cooley, would be inserted for review at the next Board meeting.

Emergency Water Supply:

Board Member Flamm referred to the action statement D3, referring to construction of an emergency water source, and it was determined by the Board that the language "make contractual and other design arrangements to permit rapid installation of emergency plan as required," would be inserted.

Financial Management:

The Board determined that language would be inserted at the end of the narrative section that would include a statement to the effect that the current financial condition of the Town and its projected capability is such that the plan, as described above, can be adequately financed.

Board Member McAllister moved that the narrative section include some reference to the fact that there were other funds (although they may be restricted) available, in addition to the General Fund balance, for use by the Town in a catastrophe. The motion was seconded by Board Member Cooley, and resulted in a tie vote, with Chair Smith and Board Member Flamm casting dissenting votes; Board Member Watchman was not present. Chair Smith noted that a tie vote was a denial of the motion.

The Board determined that the parenthetical comments in E4. would be removed.

Board Member Cooley moved that the following language be included regarding property taxes, as an action statement under the financial management actions. " The Strategic Planning Board recognizes that the Town of Palm Beach bears a large share of the tax burden for Palm Beach County. We recognize that increasing property taxes will have the effect of forcing residents from their homes. We urge the Town Council to take a proactive role in approaching the Florida State Legislature to promote tax fairness for Palm Beach residents." The motion was seconded by Vice-Chair McAllister, and carried 4/0, as Board Member Watchman was not present.

Fire-Rescue and Health Care:

The Board determined that a fourth bullet would be added to action statement F1. referring to staying current with technology and seizing opportunities to provide state-of-the-art facilities.

Governance:

Town Manager Elwell noted some minor language modifications, and removal of several sentences as directed by the Board.

Town Manager Elwell noted that discussion had taken place at previous meetings concerning the ongoing monitoring of the Strategic Plan, and he recommended to the Board, that the Town Council, on an annual basis, take stock of how the Strategic Plan was being implemented; that on an approximately five year interval, a board be appointed to conduct a more thorough review and update to the Strategic Plan. He proposed the following language to be inserted under item G1.: "Appoint an ad hoc Strategic Planning Board to prepare a formal update to the Strategic Plan. Timeframe: By year-end 2008." After discussion, the Board was unable to reach a consensus on the appointment of a separate advisory committee to be appointed at the beginning of the integration process of the Strategic Plan and the Comprehensive Plan.

Discussion took place regarding Town Boards and Commissions. Palm Beach Preservation Foundation President Polly Earl addressed the Board, stating that the Preservation Foundation had furnished to the Landmarks Commission, from time to time, exposure to the criteria, national standards, and operations of landmarks commissions throughout the country. She noted that staff worked very hard to acquaint all of the Town commissions with national standards and criteria. The Preservation Foundation had brought in experts in the field, as well as people from the State Historic Preservation offices to hold workshop sessions with the Landmark Commissions, in order to familiarize them with the way things were done in other areas, and to provide them with the best way to make decisions that were defensible for the Town. She noted that the Preservation Foundation was currently working on contracting with a non-profit organization that provides information to landmarks commissions around the country. She suggested that the Strategic Planning Board consider a policy of provision of expertise on a regular basis to Town commissions, to broaden and deepen the expertise of commission members.

After discussion, Town Manager Elwell suggested that language be added that would relate to essential qualifications that were applicable to each particular board, and an additional bullet that would state that the Town would provide training to people appointed to boards/commissions, in order to increase their effectiveness.

Chair Smith suggested that a newsletter from the Town to the public be distributed on a regular interval.

Town Manager Elwell noted that the newsletter would be added as a separate action item. He also suggested that an action item be added related to intergovernmental relations, which was agreed to by the Board.

The Board determined that, as suggested by Board Member Flamm, an action statement be included generally stating that the Strategic Planning Board encourages the Town Council to continually seek issues which could be delegated to staff, commissions, boards, etc., to relieve themselves of these issues, and to provide more time for them to address strategic issues.

Management of Redevelopment - Residential:

It was determined by the Board that an action statement would be added that would include language relating to the Town guarding against inhibiting the creativity of the marketplace, as many of the fine homes present today could not be built under the current zoning code.

Police Protection and Security:

The Board determined that the following language would be added as an action statement: "The currently in place terrorist avoidance and response plan will constantly be upgraded by remaining in close touch with the appropriate governmental agencies."

Vice-Chair McAllister commented that he believed that there were too many overly narrative and redundant sentences in this narrative portion of the draft Strategic Plan, and recommended that some of the redundant sentences be removed.

Storm Drainage:

The Board determined that language would be added to the narrative regarding the Bradley Place project, noting that the second phase of the project was successfully completed on time and under budget.

Traffic and Parking:

Town Attorney Randolph addressed the local helmet law, as requested by the Board, explaining that the State Statute would take precedence over any policy established locally. He explained that the helmet law did not require a helmet for those over 21 years of age with a certain amount of insurance. He noted that bicycles could be regulated by a municipality.

Chair Smith suggested that the issue of motorized scooters be added to the Agenda for the December Town Council meeting for discussion; it would not be addressed in the Strategic Plan.

After discussion, the Board determined that, after review by the Board, a matrix would be included in the appendix of the Strategic Plan, as well as a map of the Town, with the beach project reaches identified.

VI. PREPARATION FOR COMMUNITY FORUMS TO BE HELD ON JANUARY 16, 17, AND 18, 2002

Town Manager Elwell advised that consultant John Fernsler would be present at the meeting of December 5, 2002, to provide information regarding the Community Forums. Mr. Elwell explained that the purpose of the forums was to advise residents of what was proposed in the draft Strategic Plan, and to receive feedback from them. The draft plan would be provided in hard copies, after approval by the Strategic Planning Board in December, as well as on the Town website so that anyone interested could read the plan prior to the forums. He urged the Board to consider how the forums would be structured, for discussion at the December 5th meeting.

VII. ANY OTHER MATTERS

There were none.

VIII. NEXT MEETING: FRIDAY, DECEMBER 5, 2002 AT 2:00 P.M. AND DECEMBER 6, 2002 AT 10:00 A.M.

IX. ADJOURNMENT

REPORT OF THE STRATEGIC PLANNING BOARD MEETINGS
HELD ON NOVEMBER 13, 2002 AND NOVEMBER 15, 2002

The Strategic Planning Board Meeting of November 13, 2002, reconvened on November 15, 2002, was adjourned at 3:35 p.m. on November 15, 2002.

Lesly Smith
Chair

Prepared by:
Susan Eichhorn
Deputy Town Clerk

Future Scheduled Meetings:
Thursday, December 5, 2002 @ 2:00 p.m. - Town Council Chambers
Friday, December 6, 2002 @ 10:00 a.m. - Town Council Chambers
Community Forums:
Thursday, January 16, 2002 @ 2:30 - 4:30 p.m. - The Breakers Hotel
Friday, January 17, 2002 @ 2:30 - 4:30 p.m. - The Four Seasons Hotel
Saturday, January 18, 2002 @ 10:00 a.m. - 12:00 p.m. - The Colony Hotel