REPORT OF THE STRATEGIC PLANNING BOARD MEETING HELD ON JANUARY 29, 2003

I. CALL TO ORDER AND ROLL CALL

The Strategic Planning Board Meeting of Thursday, January 29, 2003, was called to order by Chair Lesly Smith at 10:15 a.m. in the Town Council Chambers. On roll call, the following Board Members were found to be in attendance: Chair Lesly Smith, Vice-Chair Bruce McAllister, Board Member William Cooley, Board Member Alec Flamm, and Board Member William Watchman. Also present for all or a portion of the meeting were: Town Council President Pro-Tem Norman Goldblum, Town Councilman Samuel McLendon, Town Attorney John Randolph, Town Manager Peter Elwell, Director of Public Works Al Dusey, Director of Planning, Zoning & Building Robert Moore, Finance Director Jane Skittone, Fire-Rescue Chief Kent Koelz, Police Support Services Major Gary Sallenbach, and Deputy Town Clerk Susan Eichhorn.

II. PLEDGE OF ALLEGIANCE

Chair Smith led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF REPORT OF THE STRATEGIC PLANNING BOARD MEETING ON

JANUARY 9, 2003

The Report of the Strategic Planning Board Meeting held on January 9, 2003, was approved through motion of Board Member Cooley, seconded by Board Member Flamm. On roll call the motion carried unanimously.

V. REVIEW OF COMMENTS RECORDED AT THE COMMUNITY FORUMS ON JANUARY 16, 17, AND 18, 2003

Town Manager Elwell advised that all comments received from the public at the Community Forums had been recorded, and compiled into one document for the review of the Strategic Planning Board. He suggested that the Board identify anything contained in the document that would require further consideration. He noted that many of the items were tactical in nature.

Board Member Flamm requested that a separate communication of the residents' comments be made to the Town Council and staff, along with the final copy of the Strategic Plan, for their consideration as the plan was being implemented.

General Comments:

Chair Smith requested that a glossary of terms be added to the Strategic Plan in order to increase the user friendly aspect.

A. Governance:

After discussion, the Board determined that:

- The timeframe for the action statement under the Charter Review section would be amended to "early in the planning period, but no later than year end 2005."
- Electoral Issues (considering election at large) would be specifically identified.

Vice-Chair McAllister requested that Town Attorney Randolph discuss how the Strategic Plan would be integrated into the Comprehensive Plan.

Town Attorney Randolph responded that the question would need to be studied, however, the Comprehensive Plan could be amended to indicate that the Town Council would give consideration to the Strategic Plan on an established timeframe. The requirement could also be made by Ordinance, rather than Comprehensive Plan amendment.

Board Member Flamm distributed a memorandum concerning the Governance section, suggested a procedure to be followed: that when a subject discussed before the Town Council impinged on one of the strategic initiatives, a statement would be included as to its consistency or inconsistency with the Strategic Plan. That information could be held until the next revision of the Strategic Plan, at which time it could be considered for incorporation into the Strategic Plan.

Town Manager Elwell advised that the Strategic Plan would be considered during the development of any significant policy or initiative of the Town. He commented that he viewed the Strategic Plan as a guide for the Town Council to use as one important resource when making policy decisions; binding the Town to some formal review or consistency statement could bureaucratize the process of some minor policy decisions.

Town Council President Pro-Tem Norman Goldblum commented that he had reviewed the complete draft Strategic Plan, and suggested that each department should be asked to prioritize each action statement made concerning that department, so that the Town Council could give it consideration on that basis.

Chair Smith commented that consideration of consistency or inconsistency with the Strategic Plan on every item that came before the Town Council could become an unwieldy process, stating that she believed that the recommendation could be made to the Town Council members that they study the agenda prior to the meetings, and decide whether the the item was consistent with the Plan, guiding them in their decisions as to how to vote on something.

Board Member Flamm suggested a policy whereby a conscious deviation from the Strategic Plan should be pointed out in any decision made, and that consideration could then be saved for the next modification of the Strategic Plan.

Town Manager Elwell suggested the following: that the transmittal letter to the Town Council include the recommendation that each Town Council member consciously consider the plan as they make policy decisions; an action statement be added recommending that anytime there was a proposed action that was consciously inconsistent with the Strategic Plan, it would be pointed out to the Town Council by staff, and reasons given to the Town Council for any such recommendation.

Board Member Flamm moved approval of the suggestions made by Mr. Elwell. The motion was seconded by Board Member Cooley. On roll call the motion carried unanimously.

Discussion took place regarding some of the tactical suggestions made regarding discussion at the Forums concerning communication to the public.

B. Police Protection and Security:

Chair Smith suggested that the Police and Fire-Rescue Academies be specifically mentioned in the Strategic Plan.

C. Fire-Rescue and Health Care:

Town Manager Elwell commented that there was a misunderstanding by the public that the proposed on-island medical clinic would replace emergency rooms at hospitals across the bridge. He clarified that it was his understanding that the proposal for an emergency health clinic on the island would be for handling only routine medical issues. He clarified that there had been discussion regarding a concern that there may be some regulatory impediments to such a clinic being offered on the island, and the Board had indicated that regulatory assistance from the Town would be encouraged.

In response to a question, Town Attorney Randolph advised that the language in the draft Strategic Plan did not encourage the Town Council to solicit proposals from non-profits to come into the Town to operate a clinic, because that would actively involve the Town in the facility itself. He suggested that it would be appropriate for the Town Council to consider any regulations to be adopted, or amendments within the current Zoning Code which would allow the operation of a medical clinic. He discouraged the actual soliciting of proposals because of liability issues.

D. Community Enhancement/Quality of Life:

After discussion, the language on page 22, under D.3. 2. was amended to read: "Retention of public and private schools without loss of greenspace."

Board Member Flamm distributed a memorandum containing suggested rewording of the underground utilities section included on page 20, under the narrative section of Community Enhancements/Quality of Life. After discussion, it was determined that the language submitted would be included, with the elimination of mention of a 20-30 year project.

After discussion, the Board determined that an item would be added concerning the cultural life in the Town of Palm Beach, according to language submitted by Board Member Flamm, without the mention of any specific cultural institutions.

E. Emergency Management:

Discussion took place regarding the Town's Voluntary Identification Card program, and plans for re-entry to the Town after an evacuation.

F. Emergency Water Supply:

It was noted that there had been some very good tactical suggestions that would be passed along to the Town Council and staff.

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The Strategic Planning Board of January 29, 2003 was adjourned for the luncheon recess at 1:10 p.m., and resumed at 2:00 p.m.

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G. Traffic and Parking:

Town Manager Elwell commented that all of the public comments received under Traffic and Parking were helpful in terms of identifying areas of concern to the residents. He also noted that the majority of the items already are included in the draft Strategic Plan.

H. Management of Redevelopment – Commercial:

Town Manager Elwell noted the public comments concerning 2785 S. Ocean Blvd., and the Lake Worth Casino/Steinhart project could be identified as an appropriate bullet regarding regulating of the portion within the Town, and monitoring the portion within the City of Lake Worth (the commercial area immediately east of the Lake Worth Bridge) so as to protect the interests of the residents of the south end during redevelopment of those areas. The Board agreed with the addition of a bullet in this regard.

Director of Planning, Zoning & Building Robert Moore responded to questions concerning development of 2785 S. Ocean Blvd., and surrounding properties.

I. Management of Redevelopment – Residential:

Chair Smith noted that many residents attending the Forums were not aware of the homestead policy. After discussion, it was determined that providing information to the public regarding homesteading would be added to section L. Financial Management.

After discussion, the Board determined that a sub-section would be added on page 33 of the draft Strategic Plan, under Neighborhood Scale, regarding regulations to make mandatory landscaping maintenance and replacement.

J. Beach Management:

Discussion took place regarding the correspondence submitted by resident Joel Martino, and by Board Member Cooley.

Town Manager Elwell indicated that definitions would be added in a glossary section of the Strategic Plan. He noted that communication had taken place regarding the language related to adaptive management, and suggested that lengthy, technical descriptions would not be helpful to the public. He suggested that the glossary definitions be broken down to simple explanations.

Public Works Director Al Dusey advised that he had carefully reviewed the definition of adaptive management as used in the draft Strategic Plan, and did not see a conflict. He said that he had discussed the issue with Mr. Martino. He noted that it was the intent to use adaptive management as part of the process of beach management, with staff monitoring the project, and reacting to what was learned throughout the project.

Board Member Cooley commented that there had been two or three recent Supreme Court and Court of Appeals rulings concerning statutes of limitation regarding lawsuits against the federal government and the Port of Palm Beach. He suggested that further consideration should be given in this regard.

Discussion took place regarding the action statement J4., page 36 of the draft Strategic Plan, under Beach Management Actions, "Legal Action". Board Member Cooley moved approval of leaving the current language under J4 in the Strategic Plan. Vice-Chair McAllister seconded the motion. On roll call the motion carried 4/1, with Board Member Flamm casting a dissenting vote.

Town Manager Elwell provided a copy of the language submitted by Mr. Gerald Frank of the Citizens Association concerning Reach 8. After discussion, it was determined by the Board that the language submitted would be substituted for what was currently included in that section of the draft Strategic Plan.

Discussion took place regarding the Sand Transfer Plant, and the Board determined that a bullet item would be inserted regarding keeping pressure on the Corps of Engineers.

Discussion took place regarding the community interest in the beach protection plan. Town Manager Elwell indicated that he would provide language, for the review of the Board, that would indicate that the beach management plan served the interests of the entire Town.

K. Storm Drainage:

Discussion took place regarding the drainage problem experienced in November of 2000 in the north end of Town. Public Works Director Dusey explained the function of the pump system.

L. Financial Management:

Discussion took place regarding tax equity. The Board determined that action statement L7. would be amended to include two sections. The first section (A) would remain as currently worded. The second section (B) would include language to provide public awareness to the advantages of homesteading. Town Manager Elwell noted that there was no net community benefit to having more people homesteaded; there was a benefit in taxes paid to other governments, however, the Town would need to collect the same amount of money from Town taxpayers. He explained that if the Town collected less from homesteaded residents, more would have to be collected from commercial properties and non-homesteaded properties.

VI. CONTINUED EDITING OF THE DRAFT STRATEGIC PLAN

Board Member Cooley referred to the memorandum he had submitted, Item 9., which addressed the leased land under the municipal docks. He suggested that there was the possibility of swapping other property for fee title to that property; he suggested it be recommended that the Town Council appoint a committee to study the issue.

After discussion, the Board determined that it would require more information in this regard from Town Attorney Randolph at the next Strategic Planning Board meeting, and could determine the course of action at that point.

Vice-Chair McAllister referred to the memorandum submitted by Alan Kramer, Esq., wherein he suggested that an item be added under governance concerning protecting and promoting equal employment rights in public and private hiring and employment practices. Town Manager Elwell advised that the Town complied with all federal laws. After discussion, the Board determined that Town Manager Elwell would provide further information to Vice-Chair McAllister in this regard.

VII. PROPOSED NEXT MEETING DATE: FEBRUARY 27, 2003, AT 10:00 A.M.

The next meeting of the Strategic Planning Board was scheduled for Thursday, February 27, 2003 at 10:00 a.m. in the Town Council Chambers, *(later postponed until March 12, 2003)* with the purpose of finalizing the draft Strategic Plan and preparing to transmit it for consideration to the Town Council for the April 8, 2003, Town Council Meeting.

VIII. ANY OTHER MATTERS

There were none.

IX. ADJOURNMENT

The Strategic Planning Board Meeting was adjourned at 3:07 p.m. on January 29, 2003.

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Lesly S. Smith, Mayor
Chair of the Strategic Planning Board

Future Scheduled Meetings:
~~**February 27, 2003 @10:00 a.m. Town Council Chambers**~~ **(Postponed)**
March 12, 2003 @ 10:00 a.m. Town Council Chambers