

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

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Meeting Date:	02/05/19	<input type="checkbox"/> Consent	<input type="checkbox"/> Regular
		<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
		<input checked="" type="checkbox"/> Administrator's Comments	
Department:	Administration		
Submitted By:	Administration		

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**I. EXECUTIVE BRIEF**

**Motion and Title:**     **Staff recommends motion to receive and file:** The updated Board Directive Reports which include in process and completed board directive items.

**SUMMARY:** At the February 6, 2018 Board of County Commission Meeting, direction was given to the County Administrator to bring back as a receive and file once a month a status report of the board directives to date. The categories of the board directives have been revised to now reflect two groups: **1) In Process** and **2) Completed**. The report continues to be updated on an on-going basis. Countywide (DN)

**Background and Justification:** N/A

**Attachments:**

1. In Process Board Directive
2. Completed Board Directive

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Approved By:		
	County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures	0	0	0	0	0
Operating Costs					
External Revenues					
Program Income(County)					
In-Kind Match(County					
NET FISCAL IMPACT					
#ADDITIONAL FTE					
POSITIONS (CUMULATIVE					

Is Item Included in Current Budget?

Does this item include the use of federal funds?

Yes

No

Yes

No

Budget Account No:

Fund

Dept

Unit

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review:

III. REVIEW COMMENTS:

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

1/29/19

OFMB

2/1/28 9/28

1/29/19 TW

Contract Dev. & Control

1/29/19

B. Legal Sufficiency

1/29/19

Assistant County Attorney

C. Other Department Review

Department Director



## Palm Beach County Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status
10/02/2018	<b><u>Supplemental Benefit Policy</u></b> Staff was directed to bring back a proposal with parameters for an RFP on supplemental benefits for County employees.	BCC - Regular	Kerner	Bolton	Hvizd	Staff has begun this process. A draft should be complete some time in January.	In Process
10/02/2018	<b><u>Direct File of Juveniles</u></b> Staff was directed to bring back a resolution related to direct file of juveniles for the Board's approval and include it as part of the County's 2019 State legislative agenda.	BCC - Regular	McKinlay	Bonlarron	----	Staff is refining the resolution and working with the State Attorney's Office and other stakeholders for additional input. We anticipate bringing it to the Board at the February 5, 2019 BCC meeting.	In Process
05/15/2018	<b><u>Juvenile Reentry Facility</u></b> Formalize conversations with DJJ regarding a partnership to create a juvenile reentry facility in Palm Beach County. Bring back status of communication in a workshop or regular board item.	BCC - Regular	McKinlay	Johnson	Coffman	Staff is planning a second workshop discussion on this item with the BCC at the February 26, 2019 workshop to include a presentation from The Reentry Task Force. The first workshop was held on July 10, 2018 where staff presented an update on the communications with DJJ for Board discussion and direction with regard to proceeding with implementing a juvenile transitional step-down program in the County. Staff was directed to continue conversations with the Legislative Delegation and research successful transition facilities throughout the country. Conversations should also be continued with DJJ after November with no funds expended until there is an agreement. Subsequent to the Board's workshop, Secretary Daly resigned from DJJ. Staff has been in conversation with the Interim Secretary, Tim Niermann and staff members.	In Process
04/24/2018	<b><u>Housing Projects - Infrastructure Sales Tax</u></b> Provide detailed plan of how we intend to use infrastructure sales tax dollars allocated to housing projects.	Workshop	McKinlay	Bolton	Hvizd	Staff is reviewing a number of concepts relating to the housing project plan for low and extremely low income clients. Specific items already underway include the Homeless Resource Center 2 and the Cottage Homes Project. Staff is preparing to present a project plan to the Board at an upcoming workshop in early 2019.	In Process



## Palm Beach County Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status
04/10/2018	<b><u>Presentation at City of WPB Workshop</u></b> Present County issues related to downtown facilities, transportation and parking to City of West Palm Beach Commission at workshop on April 30, 2018, at 10:00 am.	BCC - Regular	McKinlay	Baker	Nieman	Per Board direction at the August 23, 2018 meeting, the County filed an administrative challenge of the City of West Palm Beach's adopted Comprehensive Plan Amendment establishing the Okeechobee Business District. A four-day hearing was completed on Wednesday, October 24th. The proposed orders are due to be submitted to the Administrative Law Judge on November 30th and a ruling is expected mid to late December 2018. This item initiated with FDO staff providing a briefing to the BCC at the July 10, 2018 meeting. The BCC gave staff direction to move forward with a letter to the City documenting the County's comments and objections. Said letter was a collaborative effort of County Departments and sent to the City on August 3, 2018 with a copy to the DEO, FDOT and BCC.	In Process
03/27/2018	<b><u>HUD and Congressional Delegation Workshop</u></b> Staff was directed to draft a joint letter to HUD and the County's Congressional delegation requesting a workshop to discuss expansion of the Moving to Work demonstration program (MTW) and recommendations for regulatory reform to the federal rules and regulations governing Housing Authorities.	Workshop	McKinlay	Johnson	Brako	HES staff is coordinating with the Public Housing Authorities regarding the regulatory reform issues and to obtain their list of suggested recommendations. The draft letter will be completed in early spring 2019.	In Process
02/06/2018	<b><u>Responsible Wages Ordinance - Miami-Dade County</u></b> Review ordinance and determine if this is something we can do in Palm Beach County. Applies to construction contracts in excess of \$100,000 with exceptions.	BCC - Regular	Bernard	Bolton	Behar	Staff has requested further time to evaluate the Responsible Wages Ordinance pending the completion of the economic inclusion policy, so that any potential ordinance can be considered within the full context of the economic inclusion policy once adopted, in order to identify and address any potential conflicts.	In Process
11/07/2017	<b><u>C-51 Boatlift Project</u></b> Schedule workshop to discuss project. Include Lake Clarke Shores, Lake Worth and City of West Palm Beach. Determine if cities would enter into MOU addressing permitting, construction, operation and maintenance. New direction added on 1/30/18 9 (see comments).	BCC - Regular	Kerner	Rutter	Helfant	Workshop held on January 30, 2018. New direction from BCC is to review 3 specific requests made by Lake Clarke Shores on behalf of a new non-profit organization "Blueway Trail, Inc." and present with staff recommendations to BCC on a future agenda. Staff has subsequently met with Blueway Trail leadership to discuss future plans. Deb Drum, ERM Director, is staff lead.	In Process





## Palm Beach County Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status
01/24/2017	<b><u>Lantana Airport Impacts During Presidential Visits</u></b> Advocate for Lantana Airport to ease economic impact to Lantana Airport vendors during Presidential visits.	Workshop	Kerner	Bonlarron	----	Staff and members of BCC have met with federal agencies and members of the Congressional Delegation to discuss easing restrictions at the Lantana Airport. Conversations will continue with appropriate federal agencies and stakeholders. The BCC provided some economic relief to the FBO at Lantana via an agenda item approved in June 2017. Staff and federal lobbyists have worked on a bipartisan effort with members of Congress (Lance (NJ), Frankel (FL)) on legislation filed as stand alone bills and amendments to the FAA bill that: 1) establish a grant program for local airports adversely affected by Presidential TFRs and requires the FAA to study the potential of using security procedures to allow limited use of such airports during a TFR and, 2) requires the FAA to study the economic impact of TFRs on local airports and recommend ways to mitigate negative effects, including but not limited to, the potential of using security procedures to allow limited use of certain airports during a TFR.	In Process
01/24/2017	<b><u>Bullying</u></b> Reach out to First Lady on Anti-Bullying Campaign	Workshop	McKinlay	Bonlarron	----	Staff is preparing a letter to the First Lady requesting her participation in the initiative with an anticipated delivery date in the mid-fall of 2018 to coincide with Presidential visits to Palm Beach County.	In Process
12/20/2016	<b><u>Tourist Development Annual Report</u></b> During the discussion of the TDC Annual Report for FY 2016, several Commissioners requested/commented: 1) McKinlay - update on the Art Shows @ the Convention Center issue; she also mentioned during the presentation, it appears tourism places in the western areas was lacking. 2) Abrams - Lacking southern tourism spots. 3) Bernard - wanted information on the number of black/Hispanic hotel/motel owners and how much money was spent by tourist at SBE/MWBE businesses (annually). 4) Burdick commented that they also needed to diversify their committees.	BCC - Regular	Burdick	Baker	----	We contract with Spectra Venue Management & Hospitality to operate the County's convention center. Currently, they have contracts with two other Art Shows during season on the dates being requested by Art Miami and Spectra is not in a position to violate the contractual arrangements. Other dates were offered to Art Miami. The additional information requested will be presented to the BCC in a separate letter.	In Process



Palm Beach County  
Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status
10/18/2016	<b><u>Maritime Museum &amp; Kennedy Bunker</u></b> Look into County takeover, including cost to bring it up to code	BCC - Regular	Taylor	Rutter	Helfant	Maritime Museum lease with Port of Palm Beach terminated on October 31, 2017. The Port has contacted the County to begin negotiations for a possible long term contract (Port Commission Consent Agenda item H-4, 5/18/17). Parks staff toured the property in January 2018 with FDO, Weitz Construction, Code Enforcement and Port staff to perform an inspection of the buildings and premises. A general assessment of the overall condition of the facilities was performed by Weitz along with cost estimates to bring the facilities up to code and into a general good state of repair (approximately \$2.5 million). The Port has held an open public forum to discuss this matter and with the feedback they received, decided to form a Task Force or Steering Committee to help them lay out an Action Plan to get to a point where they can turn the former Coast Guard structures and bunker over to the County (Parks) to operate. Parks staff serve on this committee. The Committee has developed an MOU between the Port and Parks to have Parks maintain the old Coast Guard property (landscaping and property oversight), at Port expense, to ensure the site does not degrade further until the rehab is accomplished. The Port has approved the MOU and staff is preparing an agenda item to bring the agreement to the BCC in March.	In Process
09/22/2016	<b><u>High Ridge Sidewalk Plan</u></b> Engineering Staff was tasked to develop a sidewalk plan for the East part of High Ridge Road near Hypoluxo Road	Zoning	McKinlay	Rutter	Herman	<p>The 6 FT concrete pathway of 4,680 FT is proposed on the east side of the road. Several segments of this plan will be constructed by different parties (County, Solid Waste Authority, and Wawa). Segment fronting Wawa: Wawa is under construction. Segment north of Wawa to Herder Pkwy: 96% design complete Segment fronting Solid Waste Authority: Survey is pending</p> <p>There is a unfunded large middle segment. . It is unfunded in the Pathway program due to the high cost needed to acquire Right of Way.</p> <p>Attached is a map for the High Ridge Rd pathway between Hypoluxo Rd and Lantana Rd</p>	In Process



## Palm Beach County Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status
08/16/2016	<b><u>Body Worn Cameras</u></b> Body Worn Cameras.	BCC - Regular	Taylor	Baker	---	Update 1/19/18 - Sheriff is continuing comprehensive review of this matter. 11/03/16: Sheriff's staff compiling comprehensive analysis regarding this issue: Commissioner Bernard and staff met with the Sheriff and given an update on the status of the body worn cameras.	In Process
06/21/2016	<b><u>Landlord Registry</u></b> Bring back information on rental registration programs in other municipalities and how they work.	BCC - Regular	Vana	Rutter	Fox	Staff is compiling the information and will provide a report to the Board. Item anticipated to be presented to the Board in early 2019.	In Process



## Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/16/2018	<b><u>Multi-Jurisdictional Issues Coordination Forum</u></b> Staff was directed to bring back the Interlocal Agreement on the Multi-jurisdiction Issues Coordination Forum for Board consideration. Palm Beach County was a member but withdrew from the Forum and has been asked to rejoin.	BCC - Regular	Weinroth	Baker	Banks	The BCC passed a resolution at the January 24, 2019 Zoning meeting repealing the resolution withdrawing from the Multi-Jurisdictional Issues Coordination Forum. Selection of a member and alternate was made.	Completed	01/24/2019
10/02/2018	<b><u>Courthouse room for nursing mothers</u></b> Staff was directed to work with the Florida Association of Women Lawyers and Judge Samantha Schosberg to open up a room for nursing mothers at the South County courthouse. The space has been identified and the Florida Association of Women Lawyers have raised funds for the initiative.	BCC - Regular	McKinlay	Baker	Coffman	County Administration, Facilities Development & Operations and Court Administration have worked out the parameters for the designated lactation room in the South County courthouse.	Completed	11/14/2018
10/02/2018	<b><u>Pal-Mar Water Control District Tax Certificates</u></b> Staff was directed to work with the Tax Collector to put a legend on the District's tax certificates up for sale that ownership of government owned properties cannot be obtained through the purchase of tax certificates. This will provide notice to the potential purchasers of the tax certificates.	BCC - Regular	Valeche	Baker	Helfant	County Administration is working with the Tax Collector on this item. Updated: The Tax Collector agreed to include a disclaimer on the tax certificates as well as advertisements the "Pursuant to Florida Law, government properties may not be sold at a tax deed public auction" ( Please see attachment).	Completed	01/14/2019
05/15/2018	<b><u>Bear's Club Preserve</u></b> Review and bring back in future agenda item, a request from Bear's Club to swap an existing conservation easement over a 15-acre preserve for other lands within the Bear's Club property to accommodate future development of the 15 acre site. In addition to the conservation swap, Bear's Club has offered a monetary contribution of \$1Million to the Natural Areas fund. Staff should include environmental assessment and photos.	BCC - Regular	Valeche	Rutter	Helfant	Staff and administration met on 5/23/18 with Bear's Club reps. Staff also met on site with Bear's Club representatives on 6/15/18. Additional site visits will be scheduled as necessary to update the environmental assessment by ERM. The request was presented to the BCC on September 18, 2018. At that meeting the BCC postponed this item until October 16, 2018 at the applicants request. The request was withdrawn by the applicant on October 3, 2018.	Completed	10/03/2018
05/15/2018	<b><u>Constitutional Revision Amendments</u></b> Schedule workshop for BCC on impact of constitutional amendments.	BCC - Regular	McKinlay	Bonlarron	---	Presentation was made at the July 24 BCC Workshop	Completed	07/24/2018
04/10/2018	<b><u>Opioid Epidemic Public Nuisance Declaration</u></b> Prepare ordinance declaring the opioid epidemic a public nuisance.	BCC - Regular	McKinlay		Berger	First reading scheduled for May 1, 2018, BCC meeting. BCC voted at May 1 meeting to move ordinance to May 15, 2018, public hearing. Update: ordinance adopted 5/15/18.	Completed	05/15/2018



## Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
04/10/2018	<b><u>Electric Service Vegetation Standards</u></b> Staff was directed to look into adoption of local regulations and ordinances providing vegetation standards for proximity to electrical facilities and prohibiting interference with utility services in Palm Beach County.	BCC - Regular	Berger	Rutter	Banks	At the BCC Zoning meeting on January 24, 2019, the Board approved on second and final reading the amendments to the ULDC. The amendments reflect staff discussions with FPL. Staff initially met with FPL on June 7. Discussed at that meeting was a model FPL ordinance regulating the location and maintenance of trees and branches and their proximity to overhead power lines. FPL and staff also reviewed similar regulations adopted by other local governments. Staff raised a number of concerns regarding aspects of implementation of such an ordinance. These include significant property rights issues as well as cost burdens placed on homeowners. Staff further pointed out that a number of the aspects of the regulations sought were already included in current County code. A follow-up meeting was held on July 20. Additional information and concepts were presented and reviewed.	Completed	01/24/2019
04/10/2018	<b><u>TPA Requests for Payment of Dues and Provision of Administrative Services</u></b> Review and report back to Board on requests from the Transportation Planning Agency (TPA) to: 1) authorize payment of annual dues in a specified amount starting in FY 2019; and 2) provide access to a revolving loan fund in an amount not to exceed \$300,000 for a period of five years.	BCC - Regular	Valeche	Bonlarron	Raney	Administration staff reviewed both proposals from the TPA. Admin met with OFMB to review the current county TPA resources expended on a yearly basis. Other municipalities have taken the item to their respective Commissions and four other municipalities have indicated they will provide the line of credit to the TPA going forward. This item was brought back to the BCC at the September Board meeting.	Completed	09/18/2018
03/27/2018	<b><u>VASH Program Staffing</u></b> At the March 27, 2018 housing roundtable workshop with the seven local housing authorities, staff was directed to prepare a letter to the Veterans Administration requesting the Agency expand the staff for the Veterans Assistance Supportive Housing Program; known as VASH.	Workshop	McKinlay	Johnson	Brako	Mayor McKinlay signed the May 21st letter to Senators Bill Nelson and Marco Rubio expressing the VASH Program concerns discussed during the roundtable workshop with the Housing Authorities and the BCC.	Completed	05/22/2018
03/27/2018	<b><u>Regional Subcommittees Input on Workforce Housing Program</u></b> Staff was directed to bring back a side-by-side comparison of the recommendations related to the workforce housing program in the regional subcommittees final reports and county staff proposed changes. The subcommittees' final reports were submitted to the Summit Steering Committee in June.	Workshop	McKinlay	Johnson	Banks	At the August 23, 2018 BCC Zoning meeting, the Regional Subcommittees presented their final reports to the Board. In addition, the Steering Committee presented their recommendations to County staff's proposed recommendations to the WHP as well as a wrap up on the commonality in the Regional Subcommittee reports. Staff will review the recommendations from both groups and provide input to the Board at a workshop in October.	Completed	08/23/2018



## Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/27/2018	<b><u>Sadowski Trust Fund Sweep</u></b> Staff was directed to draft a joint letter from the BCC and Authorities to the legislative delegation requesting the legislature to not sweep the Sadowski trust fund in the future.	Workshop	McKinlay	Johnson	Brako	Mayor McKinlay signed the joint letter on October 11, 2018 to Representative Hager and the PBC Legislative Delegation.	Completed	10/11/2018
02/27/2018	<b><u>Agenda Reordering for Commissioner and Staff Comments</u></b> Revise order of BCC regular meeting agenda to have commissioner and staff comments appear before consent agenda.	Workshop	McKinlay	Baker	Nieman	Resolution amending rules of procedure under Section 500.00, County Administrative Code approved by BCC on March 13, 2018. New procedure implementation began on April 10, 2018.	Completed	04/10/2018
01/23/2018	<b><u>Media Requests for Filming on County Property</u></b> Requesting future discussion with Administrator on handling of media request for filming on county property	BCC - Regular	McKinlay	Baker	Nieman	County Administrator met with Mayor and resolved outstanding issues of concern.	Completed	01/26/2018
01/23/2018	<b><u>Proposal 95 - Constitutional Revision Commission</u></b> Prepare urgent email under Mayor's signature on behalf of BCC opposing Proposal 95, a local government preemption on commerce, trade and labor.	BCC - Regular	McKinlay	Bonlarron	----	Letter of strong opposition dated January 25, 2018, prepared and issued by Mayor's office to Local Government Committee, Constitutional Revision Commission.	Completed	01/25/2018
01/23/2018	<b><u>Offshore Drilling Resolution</u></b> Provide updated resolution opposing offshore oil drilling in Florida.	BCC - Regular	McKinlay	Bonlarron	----	Resolution adopted by BCC on 1/30/18 (workshop meeting).	Completed	01/30/2018
12/05/2017	<b><u>Polystyrene Product Usage</u></b> Directed County Administrator to review County government purchase and use of polystyrene products and consider replacement with more environmentally-friendly products.	BCC - Regular	McKinlay	Bolton	Helfant	Email sent to departments encouraging switch to more environmentally-friendly products if financially feasible, while also encouraging employees to bring in personal mugs and utensils to further reduce the need for disposable products.	Completed	03/09/2017
11/28/2017	<b><u>Natural Areas Funding</u></b> Directed County Administrator to evaluate designation of a percentage of bed tax funds for natural areas management and to discuss with TDC.	BCC - Budget	McKinlay	Baker	----	Placed on agenda and discussed by TDC on 12/14/17. Staff will submit response and plan to the BCC in the first quarter of 2018. Update: Submitted on opinion from Assistant County Attorney Dawn Wynn stating the use of bed tax funds for natural areas management was not a permitted use of funds under F.S. 125.0104. However, staff will continue to monitor changes made to Florida Statutes that govern the use of bed taxes and identify other potential revenue sources appropriate to fund natural areas management.	Completed	03/10/2018





## Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/28/2017	<b><u>Community ID</u></b> Consider funding in the amount of \$75K for community ID program being requested by the PEACE organization.	BCC - Budget	Kerner		Coffman	Proposal for program referred to CJC for review. CJC completed review and sent recommendations to BCC via letter dated 12/12/17. Letter also received from Sheriff Bradshaw (12/7). Proposal discussed again at CJC meeting on 12/18. CJC advised by Comm. Kerner that proposal was being tabled for the time being due to concerns related to program implementation. Will require BCC reconsideration if program is advanced.	Completed	05/30/2018
11/21/2017	<b><u>School District Career Programs</u></b> Coordinate with the School District regarding opportunities to shadow or provide internships to students with the SD Career Academies.	BCC - Regular	Burdick	Bolton	Ottey	Various student internship programs have been discussed in a recent meetings at the PBC School District with representatives from the School District, City of WPB, City of Riviera Beach and PBC BCC. Based on the information exchanged, PBCs approach for including more student internship opportunities at the high school level and college level are meeting and exceeding other programs that are currently in existence. Staff noted the others in attendance focus on summer employment whereas the county focuses on both summer and year-round employment.  Staff has requested a report to indicate the success of HR's efforts following the summer season.	Completed	10/05/2018
11/21/2017	<b><u>Affirmative Action Plan - Number of Women in the Workplace</u></b> As a point of discussion following review of the Affirmative Action Plan, the Commissioner suggested the proposed reestablished Commission on the Status of Women analyze and make recommendations on how to increase the number of women in the county workforce.	BCC - Regular	Bernard	Bolton	Ottey	The Advisory Commission on Women is established and had their first meeting on July 24, 2018. Staff will recommend this matter be among the items considered and explored by this new Advisory Board.	Completed	07/24/2018



## Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/07/2017	<b><u>Houston Astros Recognition</u></b> Work with Sports Commission to recognize World Series Champions at BCC meeting and organize some type of community event during spring training.	BCC - Regular	Valeche	Baker	Nieman	Staff coordinated the presentation of the World Series Championship Trophy to be presented at the January 23, 2018 BCC meeting. Staff will continue to work with the teams and the sports commission regarding an organized community event during spring training of 2018. Update: On February 24, 2018 the county staff and the staff of the Sports Commission coordinated a community wide event at the stadium to celebrate the World Series Champion Houston Astros and the opening of 2018 Spring Training. The Astros provided 500 tickets to youth based organizations to attend the celebration and the game. The trophy was on site and made accessible to the public to take pictures.	Completed	02/24/2018
11/07/2017	<b><u>Commission on Status of Women</u></b> Reinstate sunsetted Commission. Adopt previous mission. Consider initial projects recommended by Mayor McKinlay and Vice Mayor Bernard.	BCC - Regular	McKinlay	Bolton	Ottey	A Resolution that established the Advisory Commission on Women (ACOW) was adopted by the Board on February 6, 2018. All appointments, with the exception of the at-large and youth members, have been made to the ACOW (see attached memo). The first meeting of the ACOW was held on July 24, 2018, at 5:30 in the McEaddy Conference Room.	Completed	07/24/2018
11/07/2017	<b><u>Disaster Displacement Act</u></b> Prepare letter of support for legislation proposed by Senator Bill Nelson.	BCC - Regular	McKinlay	Bonlarron	----	Complete. Letter was sent in support of Sen. Bill Nelson's proposed legislation.	Completed	11/13/2017
11/07/2017	<b><u>Solar Co-ops</u></b> Prepare for BCC approval a resolution of support for the concept of solar co-ops and directing the county administrator to provided limited support for community education and outreach events.	BCC - Regular	Burdick		Berger	Resolution adopted on 11/28/17	Completed	11/28/2027
10/17/2017	<b><u>WPB Housing Authority</u></b> Prepare and distribute a memo to BCC clarifying authority of West Palm Beach Housing Authority.	BCC - Regular	McKinlay	Johnson	Brako	The information was included in the Board's March 27th Housing Authorities workshop packet.	Completed	03/27/2018
10/17/2017	<b><u>TPS for Haitian Residents</u></b> Prepare resolution for BCC consideration to support extension of Temporary Protected Status (TPS) for Haitian residents.	BCC - Regular	Bernard	Bonlarron	----	Resolution presented and adopted on November 7, 2017.	Completed	11/07/2017
10/17/2017	<b><u>Higher Education Update</u></b> Consider inviting Presidents Kelly and Parker for a higher education update.	BCC - Regular	McKinlay	Baker	Nieman	The workshop was held on 9/25/18.	Completed	09/25/2018





## Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/17/2017	<b><u>PPM Regarding Budget Process</u></b> Develop PPM for calendar year regarding budget process.	BCC - Regular	Burdick	Baker	Behar	PPM completed July 31, 2018	Completed	07/31/2018
10/17/2017	<b><u>Hurricane Irma Funding Requests by Senators Nelson and Rubio</u></b> Prepare letter of support for Mayor's signature.	BCC - Regular	McKinlay	Bonlarron	----	Complete. Letter sent supporting Sen. Nelson and Rubio's Hurricane Irma Supplemental funding proposal.	Completed	11/16/2017
10/03/2017	<b><u>Palm Beach County CARES - Hurricane Maria Relief</u></b> Meet with PBC CARES and determine how County can support relief efforts being organized by CARES coalition.	BCC - Regular	Burdick		Coffman	BCC item authorizing expenditures for Hurricane Maria relief efforts approved on 10/17/17 (5B-2). Several coordination meetings attended. County sponsored supply collection events held on 10/21 and 10/28.	Completed	12/31/2017
09/26/2017	<b><u>Pre-hurricane Briefing for Commissioners and BCC Staff</u></b> Conduct pre-hurricane briefing or workshop for Commissioners and staff.	BCC - Regular	McKinlay	Baker	Nieman	Disaster Preparation workshop conducted by Public Safety on April 24, 2018.	Completed	04/24/2018
09/26/2017	<b><u>Conversion Therapy</u></b> Directed County Attorney to prepare countywide ordinance banning conversion therapy.	BCC - Regular	Berger	Bonlarron	Nieman	Ordinance has been prepared. First reading held on 12/5/17. Public hearing and adoption held on 12/19/17. Ordinance banning conversion therapy passed by the BCC on a 5-2 vote.	Completed	12/19/2017
09/26/2017	<b><u>Hurricane Irma Legislative Issues</u></b> Establish strong state and federal legislative policies addressing post-Irma issues particularly those that relate to residential facility requirements and patient/client protection. Add to legislative agendas.	BCC - Regular	McKinlay	Bonlarron	----	Completed. The BCC adopted as part of the 2018 legislative agenda post-Irma policies that will be discussed for inclusion in legislation pending before the Florida Legislature.	Completed	09/01/2017
08/29/2017	<b><u>Update on C-51 Reservoir Project and WRTF Issues</u></b> Provide an update on the C-51 Project and other WRTF Issues including local preferred option for water delivery to Loxahatchee River.	Workshop	Weiss	Bonlarron	Jones	Staff presented update at the January 29, 2019 BCC workshop.	Completed	01/29/2019
08/15/2017	<b><u>Palm Beach County Housing Authority - Finances</u></b> Review Board of County Commissioners payments to Authority.	BCC - Regular	McKinlay	Baker	----	Attached is a ten year history of allocations to the various housing authorities totaling \$18,199,333.00.	Completed	01/18/2018
08/15/2017	<b><u>Fire Rescue Bunker Gear</u></b> Review and report back on handling/storage of bunker gear addressing exposure to contaminants.	BCC - Regular	Kerner	Bolton	Burrows	Report submitted to the Board by the chief updating the FACE initiative, with status of bunker gear decontamination initiatives and associated costs, and bunker gear location by station #. The repairs to station #19 now include costs for bunker gear storage consideration for this purpose.	Completed	11/27/2017
08/15/2017	<b><u>Palm Beach County Housing Authority - Joint Meeting</u></b> Schedule joint meeting between BCC and PBC Housing Authority Board of Directors.	BCC - Regular	McKinlay	Johnson	----	The workshop with the seven Housing Authorities was held on March 27, 2018 at the Convention Center.	Completed	03/27/2018



## Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
08/15/2017	<b><u>Palm Beach County Housing Authority - Review of Governance</u></b> Review makeup of Palm Beach County Housing Authority and possible County inclusion in governance or oversight.	BCC - Regular	Bernard	Johnson	----	The Governor vetoed House Bill 1113 which included two additional seats, to be filled by the BCC, to the Palm Beach County Housing Authority.	Completed	03/30/2018
08/15/2017	<b><u>Pennock Point Drainage</u></b> Prepare agenda item authorizing staff to conduct a drainage study in specific section of Pennock Point Road.	BCC - Regular	Valeche	Johnson	Herman	Agenda Item, 5D-1, was approved by the Board at the October 3, 2017 meeting.	Completed	10/01/2017
08/15/2017	<b><u>Workshop on CRAs</u></b> At the request of Commissioner Bernard, staff was directed to schedule a workshop with the various CRAs in the County.	BCC - Regular	Bernard	Johnson	Banks	Staff followed up with Commissioner Bernard and was informed to not move forward with the workshop.	Completed	10/01/2017
07/27/2017	<b><u>Alcohol Sales Hours Cocktail Lounge</u></b> Review County code provisions related to permitted hours for sale of alcohol at cocktail lounges.	Zoning	Burdick	Johnson	Coffman	During the August 23, 2018 BCC Zoning meeting, staff presented a recap of the research on alcohol hours and updated the Board on the meeting with the industry representatives. Following the report, public comment and commission comments, the Board directed staff to not take any further action.	Completed	08/23/2018
07/11/2017	<b><u>Establishment of MSTU for PBSO Funding.</u></b> Explore funding of PBSO (law enforcement and corrections) thru its own MSTU.	BCC - Regular	McKinlay	Baker	Nieman	The County Attorney submitted a memo to the BCC on September 1, 2017 identifying several Sheriff funding options that would require changes in Florida Law, cooperation from all 39 municipalities or create a MSTU for the unincorporated area of the county.	Completed	09/01/2017
07/11/2017	<b><u>Filing of Lawsuit Against Pharmaceutical Industry - Opioids</u></b> Direction to County Attorney to explore the possibility of filing a lawsuit against the pharmaceutical industry and possibly other entities for (among other things) deceptive marketing practices related to opioid prescription drugs. Report back to Board. Additional directive provided on 12/5 (see comments).	BCC - Regular	McKinlay	Bolton	Phan	History and current status - update was provided by County Attorney Nieman at 8/15/17 BCC meeting. Agenda item 4E-1 was considered on 12/5/17, wherein direction was received from BCC to proceed with RFP to select law firm. BCC to made final selection from 3 firms shortlisted by staff. BCC heard presentations and made selection on 3/13/18 of the Napoli Shkolnik, The Ferraro Law Firm, Stull, Stull & Brody team. Lawsuit was filed in state court on 4/6/2018. Monitoring of PBC case and other similar cases at state and federal level ongoing.	Completed	04/06/2018
07/11/2017	<b><u>Use of Organic, Bio-based Herbicides and Pesticides in County Parks</u></b> Review comments from Frederick Ritter, Nature's Own Solutions Company, regarding chemical use in Parks. Consult with legal and report back to Board.	BCC - Regular	Burdick		Helfant	This topic was previously reviewed by staff. In response to this directive, an additional review was conducted and a memo report dated August 2, 2017, prepared by Parks and Recreation was distributed to the BCC. No further action necessary.	Completed	08/02/2017



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06/22/2017	<b><u>Air Conditioning Licensing</u></b> At Commissioner Bernard's request at the June 22nd BCC Zoning Hearing, the Board directed staff to present a request to the Construction Industry Licensing Board (CILB) to consider creating sub categories of the current Heating, Air Conditioning, Refrigeration and Ventilation (HARV) license.	Zoning	Bernard	Johnson	Fox	Via email on August 4, 2017, the Board was informed of the CILB's decision to not move forward with creating subcategories and provided a copy of the meeting minutes. The CILB discussed this issue at their June 26, 2017 meeting and based on their decision on the following considerations: 1) Creating subcategories will constitute a "watering down" of the HARV license triggering negative consequences, 2" New subcategories and licenses are created when warranted and a justifiable need for them has not been clearly established and 3) Experience and requirements to obtain the existing HARV license in PBC are attainable.	Completed	08/04/2017
06/13/2017	<b><u>Budget Workshop Requests/Questions</u></b> Request from June 13th BCC budget workshop: Provide updated version of Page 14 of presentation with updated property values; provide list of capital projects that would be forgone in McMurrain property purchase is funded; and, provide more detail on CRA funding and sunset dates.	BCC - Budget	Burdick	Baker	----	Memo dated June 28, 2017 sent to BCC from Sherry Brown, OFMB Director./	Completed	06/28/2017
06/06/2017	<b><u>Speed Zone in ICW CR 707 Bridge North to Coral Cove Park</u></b> Prepare request from BCC to FWC requesting formal review of the area from CR 707 Bridge, north to Coral Cove Park for a slow speed zone in ICW.	BCC - Regular	Valeche		Helfant	Letter request completed and mailed 6/12/17.	Completed	06/12/2017
06/06/2017	<b><u>Fleet Management Representative to Attend BCC Meeting</u></b> Arrange for Fleet Management Division Representative to attend a future BCC meeting to allow for recognition of the Division for receipt of Tier 3 Sustainable Fleet Accreditation by the National Association of Fleet Administrators. Provide Board with info on sustainable fleet practices including use of electric vehicles.	BCC - Regular	Burdick	Baker	Nieman	A certificate of appreciation was prepared and presented to Fleet Management at the August 15th BCC meeting.	Completed	08/15/2017
06/06/2017	<b><u>Equestrian waste facilities in the Glades Tier Moratorium</u></b> Staff was directed to implement a moratorium on equestrian waste facilities applications in the Glades Tier.	BCC - Regular	McKinlay	Johnson	Banks	The Unified Land Development Code was amended at the November 30, 2017 BCC Zoning Hearing to enact a one-year moratorium. The BCC adopted further modifications to the Code on August 23, 2018. This code change will implement the intent of the moratorium by deleting Equestrian Waste Management Facilities in the Agricultural Production zoning district as a permitted use.	Completed	08/23/2018



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Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/16/2017	<b><u>Tax Collector Recommendations - Short term Rentals</u></b> Review request from Tax Collector and consider possible ordinance changes.	BCC - Regular	Burdick	Baker	----	Item was presented to BCC for first reading on September 18, 2018 and adopted on October 16, 2018.	Completed	10/16/2018
05/16/2017	<b><u>Opioid Response</u></b> Provide update to BCC on hiring of positions approved on April 4th and on discussions with DCF and SEFBHN related to treatment.	BCC - Regular	McKinlay		Coffman	Agenda item presented to the BCC on 2/6/18. BCC authorized staff to continue to work on establishment of an addiction stabilization facility with MAT clinic and emergency expenditures to expand treatment capacity. Senior Program Manager - Substance Abuse closed 3/2/18.	Completed	02/06/2018
05/16/2017	<b><u>Elimination of USDA Undersecretary of Rural Affairs Position</u></b> Write letter to Secretary of USDA with copies to President Trump and Florida Congressional Delegation opposing the elimination of the Undersecretary of Rural Affairs Position.	BCC - Regular	McKinlay	Bonlarron	----	Letter sent to the Congressional Delegation regarding the elimination of the Undersecretary of USDA. See attached document.	Completed	05/17/2017
05/02/2017	<b><u>Artificial Reef Committee</u></b> Check out future plans for obtaining public input.	BCC - Regular	Burdick		Helfant	Review by Administration is complete. New process put in place utilizing open forums to replace structured committee.	Completed	05/10/2017
05/02/2017	<b><u>Emergency Fire Rescue Services and Facilities Surtax</u></b> Review and evaluate initiation of a ballot issue for a one-half cent Fire Rescue sales surtax. Consider and report on statute, AG opinion, legislative glitches, fiscal impacts, effect on municipalities, etc.	BCC - Regular	McKinlay	Bolton	Nieman	Staff report completed with input from CAO and OFMB, indicating the areas of the statute that would benefit from legislative clarification prior to further consideration of placing a one-half cent Emergency Fire Rescue Services and Facilities Surtax on a future ballot. Further discussion pending Board direction.	Completed	06/02/2017
05/02/2017	<b><u>Naming of Courthouse</u></b> Motion to name main courthouse after soon to be retired Judge Daniel T.K. Hurley. Direction to County Administrator to implement and return to Board with any issues.	BCC - Regular	Kerner	Baker	Nieman	BCC approved installation of engraved granite plaques on 12/19/17 (3H-4) and authorized staff to develop integrated history exhibition in courthouse.	Completed	12/19/2017
04/04/2017	<b><u>Opioid Response - In-patient Treatment Beds</u></b> Provide proposal for BCC consideration to add in-patient treatment beds/intake facility.	BCC - Regular	McKinlay		Coffman	Proposal presented to BCC on 2/6/18. Authorization to proceed given to staff	Completed	02/06/2018
04/04/2017	<b><u>Opioid Response - Declaration of Public Health Emergency</u></b> Prepare letter to Governor Scott requesting declaration of public health emergency.	BCC - Regular	McKinlay		Coffman	Letter completed, signed by Mayor and transmitted 4/12/17.	Completed	04/12/2017
03/14/2017	<b><u>Surtax (Sales Tax) Projects</u></b> Requested a list of projects where new sales tax will be used that have already gone out/been bid out.	BCC - Regular	Bernard	Baker	----	Staff developed list and discussed with individual Commissioners as well as discussed at Board meeting. FDO modified processes to allow eligible companies to be placed on the annuals list. This allows the companies to bid on projects during the fiscal year.	Completed	05/01/2018



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Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/14/2017	<b><u>Paid Parental Leave</u></b> Draft a policy authorizing up to six weeks of paid parental leave for eligible non-bargaining employees for the birth, adoption or the placement of a foster child.	BCC - Regular	McKinlay	Bolton	Ottey	Policy (CW-P-084) in effect as of 4/29/17.	Completed	04/29/2017
02/07/2017	<b><u>Commissioner Staff Salaries</u></b> Complete and implemented.	BCC - Regular	Bernard	Bolton	Ottey	Anticipate item on the 8/15/17 BCC Agenda.	Completed	10/01/2017
02/07/2017	<b><u>Closed Golf Courses Code Compliance</u></b> Review existing codes to make sure codes are sufficient to ensure that properties don't impact neighbors.	Zoning	Abrams	Rutter	Banks	The direction on vacant golf course expanded to address all properties for overall consistency. Maximum maintenance height of grass will vary between 7 and 18 inches depending on the size of the property. On July 10 the BCC held a preliminary hearing of an ordinance creating these new standards. The BCC adopted the new code requirements on August 14.	Completed	08/14/2018
02/07/2017	<b><u>Boca Del Mar - Mizner Trail Golf Course</u></b> Review term of development approval, verify code compliance.	BCC - Regular	Abrams	Johnson	Banks	Two liens are filed against the property with fines accruing related to the clubhouse and overgrowth. The club house was demolished and removed in June of 2017 which corrected the violation; however the accrued fines have not yet been paid. Corrective action on the overgrowth, trash and debris on March 8th which brought the property into compliance. However, the accrued fines have not yet been paid.	Completed	06/01/2017
02/07/2017	<b><u>Lewis Center</u></b> Provide presentation on Lewis Center at upcoming budget workshop	BCC - Regular	McKinlay	Bolton	---	Presentation was made by staff at the budget retreat.	Completed	02/21/2017
02/07/2017	<b><u>Vehicles for Hire</u></b> Provide memo to BCC and follow up with public commenter (J. Condie) on complaint related to insurance requirements for vehicles for hire.	BCC - Regular	McKinlay		Brako	Memo to BCC issued 2/16/17. Email sent to commenter same date. Call completed previous week.	Completed	02/16/2017
02/07/2017	<b><u>Hot Dog Vendor Inquiry</u></b> Review request from hot dog vendor desiring to operate at S. County Admin Complex. Discuss with Audrey Wolf.	BCC - Regular	Abrams	Baker	---	After thorough consideration by County staff in conjunction with the Tax Collector's Office, it was determined that for a number of operational reasons a mobile vendor is not appropriate for the current site. However, the county's future redevelopment plan for the complex include opportunities for a convenience food service provider and/or mobile food vendor. Staff responded directly to the person inquiring about the opportunity.	Completed	02/08/2017
02/07/2017	<b><u>Plastic Bag Ban</u></b> Prepare resolution requesting Florida Legislature to allow pilot programs in municipalities to ban or regulate the use of plastic bags.	BCC - Regular	Burdick	Bonlarron	---	Resolution passed unanimously by BCC on February 21, 2017 at budget retreat meeting.	Completed	02/21/2017





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Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/10/2017	<b><u>Tri-Rail Liability Issue Resolution</u></b> Under Comments, Commissioner Abrams requested a Resolution supporting a resolution from the BCC urging the Florida Legislature to enact legislation that clarifies liability and indemnification so as to facilitate Tri-Rail Service into Downtown Miami and Tri-Rail Coastal Link.	BCC - Regular	Abrams	Bonlarron	----	The BCC approved the Resolution at the February 7, 2017 meeting.	Completed	02/07/2017
12/07/2016	<b><u>Workforce Housing Program</u></b> Commissioner Bernard asked for a workshop on the Workforce Housing Program; specifically the buy-out payment. Commissioner Kerner supported the request.	Zoning	Bernard	Johnson	Banks	Workshop was held on April 25, 2017.	Completed	04/25/2017
12/06/2016	<b><u>Meeting w/SFWMD RE: McMurrain Farm Property in Ag Reserve</u></b> During the discussion of Agenda Item 4E-1 (postponed), the Board requested a meeting to discuss the sale of the McMurrain Farm Property. Meeting invitees should also include: stakeholders and environmental groups.	BCC - Regular	Abrams	Baker	Falcon	Meetings complete. Third amendment to Interlocal Agreement with SFWMD approved by BCC on 12/19/17 (5B-1). Amendment provides for County purchase of property over a 3-year period with first payment due on March 31, 2018.	Completed	12/19/2017
12/06/2016	<b><u>Bed Tax on Short-Term Leases/Rentals</u></b> During Matters by the Public, it was brought to the attention of the Board that bed taxes are not being collected on short-term rentals/leases.	BCC - Regular	Burdick	Baker	----	Collection of Bed Taxes are under the purview of the Tax Collector. She has a very aggressive program to identify and collect bed taxes for short-term rentals/leases and we have realized revenue from this program.	Completed	12/06/2016
12/06/2016	<b><u>Board Directives Report</u></b> Requested regular status reports on board directives at a public meeting.	BCC - Regular	McKinlay	Baker	Nieman	Directives database has been developed and directives back to September 1, 2015 are being entered and updated.	Completed	01/23/2018
11/29/2016	<b><u>County Charter</u></b> Review of County Charter	Workshop	Kerner	Bonlarron	----	County staff has followed up with Commissioner Kerner on the directive.	Completed	04/30/2018
11/29/2016	<b><u>C-51 Phase I Pilot Project Funding Letter</u></b> Letter to South Florida Water Management District expressing Board support for the C-51 Phase I Pilot Project funding	Workshop	McKinlay	Baker	----	Letter Governing Board Chairman O'Keefe and Members sent under Mayor's signature 1/9/17.	Completed	01/09/2017
11/29/2016	<b><u>Everglades Restoration Support</u></b> Letter to the South Florida Water Management District and multiple parties expressing continued Board support for Everglades Restoration	BCC - Regular	McKinlay	Bonlarron	----	A letter was drafted and signed by the Mayor to Col. Jason Kirk of the Army Corps of Engineers and copied to the South Florida Water Management District Board and the State and Federal Legislative Delegations on January 9, 2017.	Completed	01/09/2017
11/29/2016	<b><u>Legislative Issues (2017)</u></b> Prioritization of Legislative Issues for 2017	BCC - Regular	Burdick	Bonlarron	----	Legislative Affairs completed a proposed prioritization list for the legislative appropriations in the 2017 legislative Agenda. The list was presented and approved at the 12/20 BCC meeting.	Completed	12/20/2016



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11/29/2016	<b><u>Treasure Coast Regional Planning Council</u></b> Request for Board discussion on TCRPC	Workshop	Burdick	Johnson	Banks	The information was provided to the Board in a March 16, 2017 memo from the OFM&B Director along with the backup from the Board discussion of this item in October and December of 2014.	Completed	03/16/2017
11/22/2016	<b><u>Congrats Letter to Donald Trump</u></b> Letter of Congratulations to President-Elect Trump by the Mayor.	BCC - Regular	Abrams	Bonlarron	----	County Staff drafted a memo congratulating President-elect Trump on his November election win and Mayor Burdick sent the letter under her signature on November 30th	Completed	11/30/2016
11/22/2016	<b><u>Opioid Crisis - NACO/NLOC Report and Recommendations</u></b> Review NACO/NLOC Report (A Prescription for Action) to determine what we are doing/what else we can do.	BCC - Regular	McKinlay		Coffman	Comprehensive report and recommendations provided to the BCC on 4/4/17.	Completed	04/04/2017
11/22/2016	<b><u>Kratom Regulations</u></b> Relook at making Kratom a control I substance	BCC - Regular	McKinlay		Coffman	On October 13, 2016, the DEA withdrew its intent to schedule kratom as a Schedule 1 drug acknowledging the need to consider the pharmacological effects of the substance and to seek additional public input. On November 14, 2017, the FDA issued a public health advisory related to concerns regarding safety risks associated with the use of kratom. Local contact has been made with PBSO, Medical Examiner and DEA. Staff does not recommend local regulation while DEA is reviewing. No further action recommended.	Completed	05/30/2018
11/01/2016	<b><u>Lactation Area and Parking for Pregnant Women</u></b> Commissioner McKinlay directed staff to consider the addition of a lactation area and parking spaces for pregnant women in the Government Center building when it is improved according to the surtax project schedule.	BCC - Regular	McKinlay	Bolton	Ottey	On March 23, 2010, the FLSA was amended to require employers to provide a space and break time for employees who are nursing mothers to express breast milk for 1 year after childbirth. The space must be located in a place other than a restroom, and be shielded from view and free from intrusion from co-workers. The county, through its FDO department, has complied with this requirement on a case-by-case basis, as the regulations do not require employers to provide space if there is no employee with a need to express breast milk. Commissioner McKinlay's request for this item to be considered, along with parking spaces for the Gov't Center (and we assume other County buildings) as they are improved post passing of the surtax are noted and will be considered by FDO.	Completed	11/01/2016
11/01/2016	<b><u>Paid Family Leave</u></b> Research paid family leave policy, including what other governmental entities offer paid family leave.	BCC - Regular	McKinlay	Bolton	Ottey	Policy researched, approved, and implemented (CW-P-084).	Completed	04/29/2017
11/01/2016	<b><u>Veterans Issues: National Disabled Veterans Business Council</u></b> Senior staff to arrange meeting with Michael Bolduc, Executive Director to discuss veterans issues	BCC - Regular	Berger	Baker	----	Meeting held. Administrators Baker, Johnson and Bolton attended.	Completed	11/09/2016



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10/18/2016	<b><u>County Job Review - College Degrees</u></b> Commissioner Taylor directed staff to review and address overall classifications of jobs in PBC that require degrees, but can be done without degrees.	BCC - Regular	----	Bolton	Ottey	Response provided via email correspondence to Comm. Taylor and all BCC.	Completed	11/04/2016
10/18/2016	<b><u>Amendment No. 2 - Medical Marijuana Regulations</u></b> Implement regulations on medical marijuana dispensaries.	BCC - Regular	McKinlay	Johnson	Banks	The Unified Land Development Code provisions addressing Medical Marijuana Dispensaries were adopted by the Board on September 28, 2017. This replaced the previously existing moratorium for this use.	Completed	09/28/2017
09/22/2016	<b><u>No Unfunded Mandates Amendment</u></b> Commissioner requested Legislative Affairs to include a discussion on a legislative amendment against unfunded mandates in the Board's legislative priorities workshop on November 29th.	Zoning	McKinlay	Bonlarron	----	Workshop conducted on 11/29/16. County staff included language in the 2017 State Legislative Agenda related to opposing unfunded mandates from the state.	Completed	11/29/2016
08/16/2016	<b><u>Day Care Rules</u></b> Day Care Rules	BCC - Regular	Vana	Bonlarron	Hvizd	Department of Health Staff followed up with the specific request from Comm. Vana and resolved the issue. Additionally, the BCC siting as the Child Care Facilities Board approved an update to the Day Care Rules at the Sept. 27th Board meeting that dealt with a broader range of issues.	Completed	09/27/2016
08/16/2016	<b><u>Sober Home Update</u></b> Sober Home Update		----	Bonlarron	----		Completed	08/18/2016
07/12/2016	<b><u>Fane Lozman Property Report</u></b> Review a complaint provided under MBP by Fane Lozman at July 12 BCC Meeting. Complaint related to a letter to ACOE issued by ERM dated January 13, 2015.	BCC - Regular	Abrams		Helfant	Written report provided to BCC on August 4, 2016. Letter to F. Lozman issued August 5, 2016.	Completed	08/05/2016
07/12/2016	<b><u>Listening Tour Plan</u></b> Listening Tour Plan	BCC - Regular	Taylor	Baker	----	Change in make-up of Board and direction to move forward has not been given by the existing board.	Completed	01/31/2017
06/21/2016	<b><u>Westlake Impacts Report</u></b> Westlake Impacts Report	BCC - Regular	Abrams	Johnson	Banks	Report (memo) sent to BCC 8/24/16	Completed	08/24/2016
06/21/2016	<b><u>Palm Tran Workshop</u></b> Palm Tran Workshop	BCC - Regular	Burdick	Bonlarron	----	At the November presentation of Palm Tran's five year plan before the BCC there was continued discussion of a more detailed workshop related to Palm Tran's route maximization and overall planning. The workshop on Route Performance Maximization occurred at the November 28, 2017 BCC Workshop. The Final RPM proposal will be brought back to the BCC by the Fall of 2018	Completed	11/28/2017
06/21/2016	<b><u>21st Century Policing Review</u></b> 21st Century Policing Review	BCC - Regular	Taylor		Coffman	Staff has reviewed the federal report and is addressing the recommendations through activities and engagements of the Criminal Justice Commission.	Completed	05/19/2017





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06/21/2016	<b><u>Herbert Hoover Dike Reso</u></b> Herbert Hoover Dike Reso	BCC - Regular	McKinlay	Bonlarron	----	Resolution presented and approved by the BCC.	Completed	08/16/2016
06/21/2016	<b><u>SFWMD Presentation Water Issues</u></b> Schedule a workshop with SFWMD presentation.	BCC - Regular	Vana	Baker	----	Workshop scheduled and completed 11/29/16.	Completed	11/29/2016
06/16/2016	<b><u>Conversion Therapy Ordinance</u></b> Conversion Therapy Ordinance	BCC - Regular	Berger	Bonlarron	Nieman	Ordinance has been prepared. First reading held on 12/5/17. Public hearing and adoption held on 12/19/17. Ordinance banning conversion therapy passed by the BCC on a 5-2 vote.	Completed	12/19/2017
06/16/2016	<b><u>Vehicle for Hire Reciprocity</u></b> Amend VFH ordinance to provide permit/license reciprocity with surrounding counties, particularly Broward and Miami-Dade.	BCC - Regular	Vana		Brako	VFH ordinance amendment approved on first reading 9/13/16, adopted on 9/27/16. In effect.	Completed	09/27/2016
06/16/2016	<b><u>Mobile Home Sales</u></b> Mobile Home Sales	BCC - Regular	Burdick	Johnson	Falcon	Ordinance was adopted on August 24, 2017 at the Board Zoning hearing.	Completed	08/24/2017
05/17/2016	<b><u>AG Opinion Fire Rescue Surtax</u></b> AG Opinion Fire Rescue Surtax	BCC - Regular	McKinlay	Baker	Nieman	Agenda Item 5D-3 on February 9, 2016; Opinion was requested by County on May 23, 2016. AG's response was dated July 7, 2016; received by the County on July 25, 2016.	Completed	07/20/2016
05/17/2016	<b><u>Building Code Advisory Com. Appts</u></b> Building Code Advisory Com. Appts	BCC - Regular	Taylor	Johnson	Helfant	On June 26, 2017, the Governor signed HB 1297 into law revising the nomination process for appointees to the Building Code Advisory Board. It is in effect.	Completed	06/06/2017
05/17/2016	<b><u>Absentee Ballot Ordinance</u></b> Absentee Ballot Ordinance	BCC - Regular	Taylor	Bonlarron	----	Staff researched possible absentee ordinances and determined state law was prohibitive of moving forward with local changes.	Completed	11/04/2016
05/03/2016	<b><u>Ocean Rescue Lifeguard SR</u></b> Ocean Rescue Lifeguard SR	BCC - Regular	McKinlay	Bolton	Ottey	CWA members have ratified the management proposal. An agenda item seeking BCC approval has been submitted for the 6/6/17 meeting date.	Completed	06/06/2017
04/05/2016	<b><u>Fire Rescue Staffing and Stations</u></b> Fire Rescue Staffing and Stations	BCC - Regular	McKinlay	Bolton	----	Staff presented to the BCC at the 11/22/16 workshop. The BCC requested some follow up items, including response time statistics and benchmark origin and history, stations by district, trauma hawk call statistics, and diversity statistics. Chief Jeffrey Collins provided this information in an email to the BCC dated 12/8/2016, and also met with Commissioner Bernard and County Administrator Verdenia Baker to discuss hiring practices and diversity statistics.	Completed	12/22/2016
03/22/2016	<b><u>Pet Shop Sales Ordinance</u></b> Prepare ordinance limiting or restricting dog and cat sales at pet stores.	BCC - Regular	Vana		Fox	AC&C ordinance amendments covering this topic approved w/changes on first reading 9/13/16. Adopted 9/27/16.	Completed	09/27/2016



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03/22/2016	<b><u>Fire Rescue Station 22</u></b> Commissioner McKinlay requested staff work with Fire Rescue to address coverage, the number of ambulances and the need to relocate Fire Station 22 in The Acreage. Additionally, explore the possibility of including funding for a new fire station in the County's Capital Improvement Plan.	BCC - Regular	McKinlay	Bolton	----	Staffing and station information presented to BCC at November 22, 2016 meeting.	Completed	11/22/2016
03/22/2016	<b><u>Aragonite Sand</u></b> Commissioner Abrams requested staff draft a memo stating its position on using aragonite sand for beach renourishment.	BCC - Regular	Abrams		Helfant	Staff responded to Commissioner Abrams and indicated support for non-exclusively exploring this sand source. Staff does not recommend sending a letter of support to a private firm as done in Miami-Dade County. Position w/subject "Consideration of Foreign Sand Sources for County Beaches" dated 6/6/17 provided to BCC.	Completed	06/06/2017
03/01/2016	<b><u>Support Letter for Land Acquisitions Trust Funds (LATF) for conservation lands</u></b> Commissioner Burdick requested the county write a letter of support to the County's Legislative Delegation, the Florida Senate and the House of Representatives supporting additional funding allocations to the Land Acquisitions Trust Funds (LATF) for conservation lands.	BCC - Regular	Burdick	Bonlarron	----	On March 1, 2016, letters making this request were sent to Senate President Gardiner and Speaker Crisafulli.	Completed	03/01/2016
02/09/2016	<b><u>Fire Rescue Sales Tax</u></b> BCC asked staff to request Attorney General Bondi's opinion to clarify Florida Statute 212.055(8) and bring the item back for discussion at a later date. Staff was additionally requested to explore all options to clarify FS 212.055(8) and continue discussions with the Union and outside counsel.	BCC - Regular	Vana	Baker	Nieman	Attorney General opinion was sought and obtained. However, Staff believes legislation change is required in order to move forward.	Completed	05/31/2017
02/09/2016	<b><u>Impact Fees/Cultural Capital Projects/ Stormwater Utility Fee</u></b> Commissioner Abrams requested staff provide the board with information regarding the amount of impact fees collected by the County during 2015. He also requested that staff provide the board with information regarding the types of cultural capital projects the bed tax could fund and the potential for implementation of a County stormwater utility fee.	BCC - Regular	Abrams		Berger	The requested information was provided in budget workshops in 2016 and 2017 and an impact fee workshop held on July 18, 2017.	Completed	07/18/2017



## Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/26/2016	<b><u>Substance Abuse Directives</u></b> Commissioner McKinlay requested staff: bring back a report on how County first responders handled protocol and dealt with suspected Flakka ingestion; meet with Jeff Kadel, Executive Director, Palm Beach County Substance Abuse Coalition, to discuss the Coalition's funding options since federal grants had expired; and support Attorney General Bondi's legislation on banning statewide synthetic drug use.	BCC - Regular	McKinlay	Bonlarron	Coffman	First responder procedures for "excited delirium" were distributed to BCC on March 7, 2016 (written and video). Discussions with Substance Awareness Coalition were initiated. No pending request for gap funding. Staff will look for opportunities for future collaboration. Governor Scott approved CS/CS/HB 1347 on 3/24/16 categorically outlawing synthetic drugs. Florida Attorney General Pam Bondi implemented an emergency rule in September 2016 to ban a type of synthetic drug related to Flakka.	Completed	03/24/2016
12/15/2015	<b><u>Vacation Rentals</u></b> Mayor Berger requested staff to review an ordinance adopted by the City of Fort Lauderdale regulating vacation rentals and report back to the board in writing.	BCC - Regular	Berger	Baker	----	This request has been combined with the overall review of the Tax Collector's existing ordinance as it relate to vacation rentals. (Presented to BCC for first reading on September 18, 2018 and adopted on October 16, 2018).	Completed	10/16/2018
12/15/2015	<b><u>Building Security</u></b> Commissioner Abrams requested the board be updated at a future date on any security preparedness improvements on county buildings.	BCC - Regular	Abrams	Baker	----	Staff has developed and implemented a security preparedness plan for county buildings.	Completed	
12/01/2015	<b><u>Environmental Control Hearing Board</u></b> BCC directed staff to determine the appropriate avenue for the Environmental Control Hearing Board (ECHB) to discuss childcare issues and concerns.	BCC - Regular	Abrams	Bonlarron	----	Staff review was completed and revised Childcare facility rules were recommended and approved by the BCC on September 27, 2016.	Completed	09/27/2016
12/01/2015	<b><u>Offshore Oil Drilling</u></b> BCC directed staff to present information regarding the Obama administration's position on offshore oil drilling as part of the federal agenda discussion in January 2016.	BCC - Regular	McKinlay	Bonlarron	----	Language was included in the County Federal Agenda related to opposition of oil drilling on federal lands in Florida, including the Everglades, and in federal waters on Florida's Outer Continental Shelf.	Completed	01/26/2016
11/17/2015	<b><u>BCC Rules of Procedure Changes</u></b> Mayor Berger directed staff to amend the rules of procedure to include the following changes: no night meetings; restricted public comment at workshop meetings; Board members should submit commission comments in writing to the county attorney and the county administrator prior to a meeting date; all board directions would be taken as a motion.	BCC - Regular	Berger	Baker	Nieman	It was determined that a revision to existing rules wasn't necessary to effectuate these changes this information was conveyed to and accepted by Mayor Berger.	Completed	11/17/2015



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11/03/2015	<b><u>Resolution on the Deferred Action for Childhood Arrivals (DACA)</u></b> Resolution supporting President Obama's executive action expanding DACA and DAPA and urging that Florida's Attorney General Bondi withdraw the state from Texas v. United States.	BCC - Regular	McKinlay	Bonlarron	----	By a 5-2 vote the BCC postponed the resolution indefinitely.	Completed	11/03/2015
11/03/2015	<b><u>Spring Training Stadium Internal Security</u></b> BCC requested County Administrator Baker discuss the bidding process for the new spring training baseball stadium's internal security with PBSO.	BCC - Regular	Valeche	Baker	Nieman	Issue was addressed with Commissioner Valeche and resolved based on the Sheriff autonomy regarding this matter.	Completed	11/09/2015
11/03/2015	<b><u>Criminal Justice Commission Mission, Structure, Duties and Responsibilities</u></b> BCC directed staff to work with the Criminal Justice Commission (CJC) members to develop an alternative CJC structure placing the Executive Director position under County Administration and requiring a county commissioner to serve on the CJC Executive Committee.	BCC - Regular	Taylor		Brako	Ordinance with directed provisions adopted by the BCC on March 1, 2016 (R2016-017).	Completed	03/01/2016
10/27/2015	<b><u>Performance Contracting</u></b> Staff was directed to consider performance contracting options (ESCO) to achieve energy savings within County buildings. BCC was advised that performance contracting can be considered as a financing option and reviewed along with other financing options for infrastructure that may be considered in future including sales tax.	Workshop	McKinlay		Helfant	One penny infrastructure sales tax was approved by the Board and approved by voters in referendum on 11/8/16. Infrastructure Surtax Project plan was approved by BCC on 4/4/17 (5C-2) without borrowing program. Performance contracting may be considered in future if shown to be preferred financing/construction option.	Completed	04/04/2017
10/20/2015	<b><u>Department of Juvenile Justice Rehabilitation</u></b> BCC requested that staff open a dialogue with the Department of Juvenile Justice so young males in the Juvenile Correctional Facility could be rehabilitated locally.	BCC - Regular	Vana		----	Letter to DJJ Secretary Daly sent 11/6/15. Positive response received 12/7/15. Subsequent dialogue and DJJ action resulted.	Completed	12/07/2015
10/20/2015	<b><u>Resolution Supporting the Federal Metropolitan Planning Enhancement Act</u></b> BCC directed staff to pass a resolution similar to one passed by the Treasure Coast Regional Planning Council to support the Federal Metropolitan Planning Enhancement Act.	BCC - Regular	McKinlay	Bonlarron	----	BCC passed a resolution supporting the Treasure Coast Planning Council Act	Completed	11/17/2015



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09/22/2015	<b><u>Fracking Resolution</u></b> Staff was requested to bring back a resolution to the BCC that supported our neighboring communities after FAC thoroughly reviewed the issue at their November meeting.	BCC - Regular	Taylor		----	Resolution (R2015-1520) supporting a statewide prohibition on hydraulic fracturing, acid fracturing and similar high pressure well stimulation techniques for purposes of oil and gas exploration adopted by the BCC on 10/20/15.	Completed	10/20/2015
09/22/2015	<b><u>Ban the Box</u></b> BCC requested the County "ban the box" on job applications that required individuals to report prior felonies.	BCC - Regular	Taylor	Bolton	Ottey	Following BCC direction on 9/22/15, staff implemented the policy by removing the question from job applications, effective November 13, 2015.	Completed	11/13/2015
09/01/2015	<b><u>State Housing Initiatives Partnership Program Repairs</u></b> Staff to follow up with Mr. Lloyd Brown to discuss his dissatisfaction with the SHIP repairs to his home.	BCC - Regular	Valeche	Johnson	Brako	The former DES Director contacted Mr. Brown to reiterate that the County had lived up to its responsibility in assisting with his housing needs and that no further assistance or actions would be taken.	Completed	11/01/2015
09/01/2015	<b><u>Solar Powered Bus Shelter and Trash Bins</u></b> During matters by the Public Mr. Kerry Simmons requested meeting with county officials to discuss his company installing solar powered bus shelter and trash bins. Staff was requested to meet with him to discuss his business proposal.	BCC - Regular	Valeche	Bonlarron	Raney	Staff (Anderson, Bittaker) did speak to Mr. Simmons regarding his product at 1:30pm on September 15, 2015. Steve Anderson relayed our shelter contract/current conditions to him at that time and he shared with us his solar shelter contract with the city of Tallahassee. As a result of that call, Mr. Simmons was added to the County Vendor List.	Completed	09/15/2015