

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

| | | | |
|---------------|----------------|--|---|
| Meeting Date: | 03/12/19 | <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 | | |


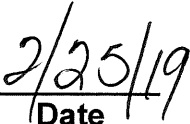
I. EXECUTIVE BRIEF

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

| | | |
|--------------|---|---|
| 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:

OFMB

2/27/19

Contract Dev. & Control

3/4/19

B. Legal Sufficiency

Assistant County Attorney

3/5/19

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 | <u>Supplemental Benefit Policy</u> Staff was directed to bring back a proposal with parameters for an RFP on supplemental benefits for County employees. | BCC - Regular | Kerner | Bolton | Hvizd | The draft RFP is complete and currently under review. | In Process |
| 10/02/2018 | <u>Direct File of Juveniles</u> 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 | <u>Juvenile Reentry Facility</u> 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 in last summer-early fall 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 |
| 03/27/2018 | <u>HUD and Congressional Delegation Workshop</u> 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 | Staff has determined the workshop and joint letter are no longer viable. None of the seven local Housing Authorities submitted Letters of Interest to participate in the MTW demonstration program by the January 19, 2019 due date. The expansion included new restrictions on how the funding could be spent which had a chilling effect on the Housing Authorities' interest in the program. Of the seven Authorities, two were not interested, four were not eligible and one does not utilize HUD funds. Based on staff follow up with the Authorities, none submitted recommendations for regulatory reforms. | In Process |
| 02/06/2018 | <u>Responsible Wages Ordinance - Miami-Dade County</u> 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 is reviewing within the full context of the economic inclusion policy, researching Miami-Dade and other County Ordinances, and awaiting the final outcome of the Evergreen Compensation Study in order to have sufficient information from which to identify best practices and address any potential conflicts. | In Process |



Palm Beach County Board Directives - In Process

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|--------------|---|---------------|--------------|---------------|----------|---|------------|
| 11/07/2017 | C-51 Boatlift Project 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 |
| 01/24/2017 | Bullying 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 |
| 01/24/2017 | Lantana Airport Impacts During Presidential Visits 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 |



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| 10/18/2016 | <u>Maritime Museum & Kennedy Bunker</u> 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 which will be presented to the BCC on March 12. | In Process |
| 09/22/2016 | <u>High Ridge Sidewalk Plan</u> 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

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| 08/16/2016 | <u>Body Worn Cameras</u> 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 | <u>Landlord Registry</u> 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 | <u>Multi-Jurisdictional Issues Coordination Forum</u> 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 | <u>Pal-Mar Water Control District Tax Certificates</u> 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 |
| 10/02/2018 | <u>Courthouse room for nursing mothers</u> 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 |
| 05/15/2018 | <u>Bear's Club Preserve</u> 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 | <u>Constitutional Revision Amendments</u> 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 |
| 04/24/2018 | <u>Housing Projects - Infrastructure Sales Tax</u> Provide detailed plan of how we intend to use infrastructure sales tax dollars allocated to housing projects. | Workshop | McKinlay | Bolton | Hvizd | The plan was be presented to the BCC at the February 26th workshop (Link: http://www.pbcgov.com/pubInf/Agenda/20190226/930AM.pdf) | Completed | 02/26/2019 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|--|---------------|--------------|---------------|----------|---|-----------|----------------|
| 04/10/2018 | <u>Presentation at City of WPB Workshop</u> 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. At the February 24th BCC meeting the Board directed staff not to appeal the Administrative Law Judge ruling in favor of the West Palm Beach relating to the Okeechobee Business District. Staff will continue to monitor OBD activities and report back to the BCC on any actions taken that will adversely impact county operations. | Completed | 02/24/2019 |
| 04/10/2018 | <u>Electric Service Vegetation Standards</u> 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 | <u>Opioid Epidemic Public Nuisance Declaration</u> 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

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|--------------|---|---------------|--------------|---------------|----------|---|-----------|----------------|
| 04/10/2018 | <u>TPA Requests for Payment of Dues and Provision of Administrative Services</u> 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 | <u>Sadowski Trust Fund Sweep</u> 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 |
| 03/27/2018 | <u>Regional Subcommittees Input on Workforce Housing Program</u> 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 |
| 03/27/2018 | <u>VASH Program Staffing</u> 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 |
| 02/27/2018 | <u>Agenda Reordering for Commissioner and Staff Comments</u> 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 | <u>Media Requests for Filming on County Property</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|---|---------------|--------------|---------------|----------|---|-----------|----------------|
| 01/23/2018 | <u>Proposal 95 - Constitutional Revision Commission</u> 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 | <u>Offshore Drilling Resolution</u> 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 | <u>Polystyrene Product Usage</u> 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 | <u>Natural Areas Funding</u> 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 |
| 11/28/2017 | <u>Community ID</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|--|---------------|--------------|---------------|----------|---|-----------|----------------|
| 11/21/2017 | <u>School District Career Programs</u> 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 | <u>Affirmative Action Plan - Number of Women in the Workplace</u> 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 |
| 11/07/2017 | <u>Houston Astros Recognition</u> 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 | <u>Commission on Status of Women</u> 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 |



Palm Beach County Board Directives - Completed

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|--------------|---|---------------|--------------|---------------|----------|--|-----------|----------------|
| 11/07/2017 | <u>Disaster Displacement Act</u> 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 | <u>Solar Co-ops</u> 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 | <u>Hurricane Irma Funding Requests by Senators Nelson and Rubio</u> 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 |
| 10/17/2017 | <u>TPS for Haitian Residents</u> 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 | <u>WPB Housing Authority</u> 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 | <u>PPM Regarding Budget Process</u> 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 | <u>Higher Education Update</u> 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 |
| 10/03/2017 | <u>Palm Beach County CARES - Hurricane Maria Relief</u> 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 | <u>Conversion Therapy</u> 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 | <u>Hurricane Irma Legislative Issues</u> 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 |



Palm Beach County Board Directives - Completed

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|--------------|---|---------------|--------------|---------------|----------|--|-----------|----------------|
| 09/26/2017 | <u>Pre-hurricane Briefing for Commissioners and BCC Staff</u> 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 |
| 08/29/2017 | <u>Update on C-51 Reservoir Project and WRTF Issues</u> 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 | <u>Palm Beach County Housing Authority - Finances</u> 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 | <u>Pennock Point Drainage</u> 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 | <u>Workshop on CRAs</u> 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 |
| 08/15/2017 | <u>Palm Beach County Housing Authority - Review of Governance</u> 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 | <u>Palm Beach County Housing Authority - Joint Meeting</u> 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 |
| 08/15/2017 | <u>Fire Rescue Bunker Gear</u> 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 |
| 07/27/2017 | <u>Alcohol Sales Hours Cocktail Lounge</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|---|---------------|--------------|---------------|----------|--|-----------|----------------|
| 07/11/2017 | <u>Use of Organic, Bio-based Herbicides and Pesticides in County Parks</u> 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 |
| 07/11/2017 | <u>Filing of Lawsuit Against Pharmaceutical Industry - Opioids</u> 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 similiar cases at state and federal level ongoing. | Completed | 04/06/2018 |
| 07/11/2017 | <u>Establishment of MSTU for PBSO Funding.</u> 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 |
| 06/22/2017 | <u>Air Conditioning Licensing</u> 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 | <u>Budget Workshop Requests/Questions</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|---|---------------|--------------|---------------|----------|--|-----------|----------------|
| 06/06/2017 | <u>Equestrian waste facilities in the Glades Tier Moratorium</u> 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 |
| 06/06/2017 | <u>Fleet Management Representative to Attend BCC Meeting</u> 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 | <u>Speed Zone in ICW CR 707 Bridge North to Coral Cove Park</u> 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 |
| 05/16/2017 | <u>Elimination of USDA Undersecretary of Rural Affairs Position</u> 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 |
| 05/16/2017 | <u>Tax Collector Recommendations - Short term Rentals</u> 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 | <u>Opioid Response</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|---|---------------|--------------|---------------|----------|---|-----------|----------------|
| 05/02/2017 | <u>Emergency Fire Rescue Services and Facilities Surtax</u> 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 | <u>Artificial Reef Committee</u> 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 | <u>Naming of Courthouse</u> 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 | <u>Opioid Response - In-patient Treatment Beds</u> 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 | <u>Opioid Response - Declaration of Public Health Emergency</u> 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 | <u>Paid Parental Leave</u> 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 |
| 03/14/2017 | <u>Surtax (Sales Tax) Projects</u> 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 |
| 02/07/2017 | <u>Plastic Bag Ban</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|---|---------------|--------------|---------------|----------|---|-----------|----------------|
| 02/07/2017 | <u>Hot Dog Vendor Inquiry</u> 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 | <u>Lewis Center</u> 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 | <u>Commissioner Staff Salaries</u> Complete and implemented. | BCC - Regular | Bernard | Bolton | Ottey | Anticipate item on the 8/15/17 BCC Agenda. | Completed | 10/01/2017 |
| 02/07/2017 | <u>Vehicles for Hire</u> 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 | <u>Closed Golf Courses Code Compliance</u> 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 | <u>Boca Del Mar - Mizner Trail Golf Course</u> 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 |
| 01/10/2017 | <u>Tri-Rail Liability Issue Resolution</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|---|---------------|--------------|---------------|----------|--|-----------|----------------|
| 12/20/2016 | <u>Tourist Development Annual Report</u> 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. As a result of a presentation by the TDC of their FY 2016 Annual Report to the BCC, several inquiries were made regarding the scheduling of art shows at the convention center; lack of tourism places in the western and southern communities; information on the number of Black/Hispanic hotel/motel owners and how much money was spent by tourists at SBE/MWBE businesses annually. A memo was drafted and sent to the BCC to address these inquiries. The Art Show scheduling issue was resolved based on existing contract language with the various Art Shows in January 2017. TDC and Agencies collaborate with the Hospitality Community, Florida Restaurant and Lodging Association, Attractions and Municipalities to ensure we are marketing the entire county. Staff is working closing with the Lake Okeechobee Regional Economic Alliance (LORE) and the municipalities located in the Glades to develop a strategic tourism plan for the area. In addition, a Tourism Talks Initiative in the Glades Region visiting quarterly with a core team of individuals from LORE, Cities of Belle Glade, Pahokee, and South Bay to kick start a tourism asset development initiative. With respect to the number of minority owned hotels/motels in Palm Beach County, this level of detailed information is difficult to obtain. However, the three hotels were identified as being minority owned by RLJ Lodging Trust. We were unable to determine how much money was expended by tourist with SBE/MWBE business on an annual basis. No further action is needed on this item. | Completed | 03/11/2019 |
| 12/07/2016 | <u>Workforce Housing Program</u> 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 | <u>Board Directives Report</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|--|---------------|--------------|---------------|----------|--|-----------|----------------|
| 12/06/2016 | <u>Bed Tax on Short-Term Leases/Rentals</u> 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 | <u>Meeting w/SFWMD RE: McMurrain Farm Property in Ag Reserve</u> 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 |
| 11/29/2016 | <u>Legislative Issues (2017)</u> 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 |
| 11/29/2016 | <u>C-51 Phase I Pilot Project Funding Letter</u> 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 | <u>County Charter</u> 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 | <u>Treasure Coast Regional Planning Council</u> 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 |
| 11/29/2016 | <u>Everglades Restoration Support</u> 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 |
| 11/22/2016 | <u>Congrats Letter to Donald Trump</u> 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 | <u>Opioid Crisis - NACO/NLOC Report and Recommendations</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|--|---------------|--------------|---------------|----------|---|-----------|----------------|
| 11/22/2016 | <u>Kratom Regulations</u> 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 | <u>Lactation Area and Parking for Pregnant Women</u> 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 | <u>Paid Family Leave</u> 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 | <u>Veterans Issues: National Disabled Veterans Business Council</u> 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 |
| 10/18/2016 | <u>County Job Review - College Degrees</u> 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 | <u>Amendment No. 2 - Medical Marijuana Regulations</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|--|---------------|--------------|---------------|----------|--|-----------|----------------|
| 09/22/2016 | <u>No Unfunded Mandates Amendment</u> 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 | <u>Day Care Rules</u> 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 | <u>Sober Home Update</u> Sober Home Update | | ---- | Bonlarron | ---- | | Completed | 08/18/2016 |
| 07/12/2016 | <u>Fane Lozman Property Report</u> 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 | <u>Listening Tour Plan</u> 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 | <u>Westlake Impacts Report</u> Westlake Impacts Report | BCC - Regular | Abrams | Johnson | Banks | Report (memo) sent to BCC 8/24/16 | Completed | 08/24/2016 |
| 06/21/2016 | <u>Palm Tran Workshop</u> 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 | <u>21st Century Policing Review</u> 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 |
| 06/21/2016 | <u>Herbert Hoover Dike Reso</u> Herbert Hoover Dike Reso | BCC - Regular | McKinlay | Bonlarron | ---- | Resolution presented and approved by the BCC. | Completed | 08/16/2016 |
| 06/21/2016 | <u>SFWMD Presentation Water Issues</u> Schedule a workshop with SFWMD presentation. | BCC - Regular | Vana | Baker | ---- | Workshop scheduled and completed 11/29/16. | Completed | 11/29/2016 |
| 06/16/2016 | <u>Conversion Therapy Ordinance</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|--|---------------|--------------|---------------|----------|---|-----------|----------------|
| 06/16/2016 | <u>Vehicle for Hire Reciprocity</u> 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 | <u>Mobile Home Sales</u> 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 | <u>AG Opinion Fire Rescue Surtax</u> 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 | <u>Building Code Advisory Com. Appts</u> 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 | <u>Absentee Ballot Ordinance</u> 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 | <u>Ocean Rescue Lifeguard SR</u> 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 | <u>Fire Rescue Staffing and Stations</u> 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 | <u>Pet Shop Sales Ordinance</u> 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 |
| 03/22/2016 | <u>Fire Rescue Station 22</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
|--------------|---|---------------|--------------|---------------|----------|--|-----------|----------------|
| 03/22/2016 | <u>Aragonite Sand</u> 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 | <u>Support Letter for Land Acquisitions Trust Funds (LATF) for conservation lands</u> 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 | <u>Fire Rescue Sales Tax</u> 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 | <u>Impact Fees/Cultural Capital Projects/ Stormwater Utility Fee</u> 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 |
| 01/26/2016 | <u>Substance Abuse Directives</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
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| 12/15/2015 | <u>Vacation Rentals</u> 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 | <u>Building Security</u> 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 | <u>Environmental Control Hearing Board</u> 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 | <u>Offshore Oil Drilling</u> 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 | <u>BCC Rules of Procedure Changes</u> 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 |
| 11/03/2015 | <u>Resolution on the Deferred Action for Childhood Arrivals (DACA)</u> 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 | <u>Spring Training Stadium Internal Security</u> 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 |



Palm Beach County Board Directives - Completed

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
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| 11/03/2015 | <u>Criminal Justice Commission Mission, Structure, Duties and Responsibilities</u> 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 | <u>Performance Contracting</u> 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 | <u>Department of Juvenile Justice Rehabilitation</u> 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 | <u>Resolution Supporting the Federal Metropolitan Planning Enhancement Act</u> 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 |
| 09/22/2015 | <u>Fracking Resolution</u> 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 | <u>Ban the Box</u> 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 |



**Palm Beach County
Board Directives - Completed**

| Meeting Date | Directive Topic / Description | Category | Commissioner | Administrator | Attorney | Comments | Status | Date Completed |
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| 09/01/2015 | <u>State Housing Initiatives Partnership Program Repairs</u> 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 | <u>Solar Powered Bus Shelter and Trash Bins</u> 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, Bitteker) 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 |